

VILLAGE OF DOWNERS GROVE
Report for the Village Council Meeting
5/20/2025

SUBJECT:	SUBMITTED BY:
Ordinance Violation Prosecution Legal Services Contract	Enza Petrarca Village Attorney

SYNOPSIS

A resolution has been prepared authorizing a three-year agreement with Lamp Law, LLC, (Ann Marie Lampariello, Attorney at Law), for ordinance violation and traffic citation prosecution services for a flat annual fee of \$33,000.00.

STRATEGIC PLAN ALIGNMENT

The goals for 2023-2025 includes *Exceptional Municipal Services*.

FISCAL IMPACT

The FY25 budget includes \$33,000 in the General Fund for this service.

RECOMMENDATION

Approval on the May 20, 2025 consent agenda.

BACKGROUND

The Village's current contract with Christine Charkewycz will expire on May 31, 2025, and she has indicated that she will be retiring and is not interested in renewing the contract. As such, the Village issued a Request for Proposal (RFP) for prosecution services in April of 2025 and received five (5) responses. All five firms were deemed qualified. After a thorough review of all the RFP responses, staff recommends Ann Marie Lampariello, of Lamp Law, LLC, for these services. Ann Marie has extensive experience as municipal attorney and prosecutor and currently serves as the prosecutor for the municipalities of Oakbrook, Westmont and St. Charles.

The contract will be for an initial term of three years.

ATTACHMENTS

Resolution
Agreement

RESOLUTION NO.**A RESOLUTION AUTHORIZING EXECUTION OF AN
AGREEMENT FOR PROSECUTION SERVICES WITH LAMP LAW, LLC**

BE IT RESOLVED by the Council of the Village of Downers Grove, DuPage County, Illinois, as follows:

1. That the form and substance of a proposed Agreement (the "Agreement") between the Village of Downers Grove (the "Village"), and Lamp Law, LLC (the "Prosecutor") providing for services related to the prosecution of traffic citations and ordinance violations for the Village in the courts of DuPage County, Illinois, for the Village, and other matters related thereto, as set forth in the form of the Agreement submitted to this meeting with the recommendation of the Village Manager, is hereby approved.
2. That the Village Manager and Village Clerk are hereby respectively authorized and directed for and on behalf of the Village to execute, attest, seal and deliver the Agreement, substantially in the form approved in the foregoing paragraph of this Resolution, together with such changes as the Manager shall deem necessary.
3. That the proper officials, agents and employees of the Village are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Village in accordance with the provisions of the Agreement.
4. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.
5. That this Resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____
Village Clerk

AN AGREEMENT FOR PROSECUTION SERVICES

This Agreement dated this _____ day of _____ 2025 is made between the Village of Downers Grove (the "Village") and AnnMarie Lamparello (the "Prosecutor").
of Lamp Law LLC

WHEREAS, the Village is desirous of having a qualified attorney represent the Village for local ordinance violation cases prosecuted in the 18th Judicial Circuit Court, primarily at the DuPage County Courthouse located at 505 N. County Farm Road Wheaton, Illinois 60187.

NOW, THEREFORE, in consideration of the mutual undertakings and promises contained herein, the parties agree to as follows.

Section 1. The Prosecutor shall prosecute local ordinance violations of the Village of Downers Grove and shall represent the Village in relation to said prosecutions at all regular court sessions, which are primarily held at the DuPage County Courthouse, and any appearances otherwise required during the terms of this Agreement.

Section 2. The Village shall pay the Prosecutor a flat fee of thirty-three hundred dollars (\$33,000.00) over a twelve (12) month period commencing June 1st and ending May 31st, the following year for each year of the initial three-year term. Said fee shall be payable in twelve (12) equal monthly installments. This fee shall constitute full payment for all local ordinance prosecutions, including but not limited to compensation for in-court time, preparation, travel time, attendance at meetings with Village staff, telephone conferences, and any and all administrative costs in connection with prosecuting ordinance violation cases. This fee does not include training or appeals, which are outside the scope of this agreement.

Section 3. The Village may designate that individual ordinance violation cases be prosecuted by its Village attorneys.

Section 4. This Agreement will be effective June 1, 2025 through May 31, 2028 ("Term"). The Term may be extended for two (2) subsequent annual terms by agreement of the parties.

Section 5. Throughout the duration of the Agreement, the Prosecutor shall maintain appropriate levels of legal malpractice insurance sufficient to cover any legal malpractice claims that may arise during the Term of the agreement.

Section 6. Prosecutor shall be registered and in good standing with the Attorney Registration and Disciplinary Commission of the Illinois Supreme Court ("ARDC") throughout the Term of the Agreement. Prosecutor shall immediately advise the Village of any disciplinary actions undertaken against the Prosecutor by the ARDC. Failure to maintain an active registration with the ARDC, or the issuance of any disciplinary order entered by the Illinois Supreme Court suspending the Prosecutor from the practice of law, may result in immediate termination of this Agreement.

Section 7. A Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the sitting Village Council and is provided as an attachment to this Agreement.

Said Campaign Disclosure Certificate requires any individual or entity doing business with the Village to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the documents, the Prosecutor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Section 8. Notwithstanding any provision contained herein to the contrary, this Agreement may be terminated by either party at any time. However, the Prosecutor agrees to give sixty (60) days prior written notice to the Village of Downers Grove.

Dated this _____ day of _____ 2025.

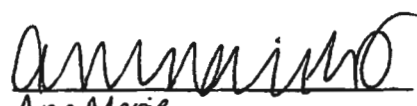
VILLAGE OF DOWNERS GROVE

PROSECUTOR

Village Manager

Attest:

Village Clerk


Ann Marie
Lampariello, Attorney at Law
Lamp Law LLC

CAMPAIGN DISCLOSURE CERTIFICATE

Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its bid submission, an executed Campaign Disclosure Certificate, attached hereto.

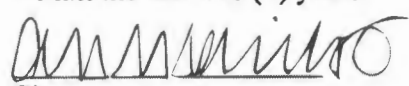
The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

☒ Bidder/vendor has not contributed to any elected Village position within the last five (5) years.


Signature

Ann Marie Lampariello
Print Name

☐ Bidder/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:

Name of Contributor: _____
(company or individual)

To whom contribution was made: _____

Year contribution made: _____ Amount: \$ _____

Signature

Print Name