86-R-19
A RESOLUTION
Adopting Outside Counsel Litigation Procedures and Billing Guidelines

WHEREAS, outside counsel are engaged from time to time by the City of Evanston for purposes of handling specific legal matters and litigation cases; and

WHEREAS, there exists a need to formalize the litigation procedures and billing guidelines for outside counsel to set the rates assessed, expectations with outside counsel, and procedures for review of work; and

WHEREAS, the City Council desires to set forth guidelines and procedures for retaining outside counsel in order manage litigation cases and expenses efficiently,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL
OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:

SECTION 1: The City Council hereby adopts the City of Evanston Outside Counsel Litigation Procedures and Billing Guidelines, which are attached as Exhibit 1 and incorporated herein by reference.

SECTION 2: That this Resolution 86-R-19 shall be in full force and effect from and after its passage and approval in the manner provided by law.
Attest:

Deven Reid, City Clerk

Edward Gomez, Deputy City Clerk

Adopted: November 11, 2020

Approved as to form:

Deputy City Attorney
EXHIBIT 1

LITIGATION PROCEDURES BILLING GUIDELINES