

Response to Request for Proposals for General Legal and Prosecution Services Village of Elm Grove

November 19, 2025

Submitted by:

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von Briesen

von Briesen & Roper, s.c. | Attorneys at Law

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Table of Contents

Section 1

About von Briesen & Roper, s.c.

Village of Elm Grove Team

Section 2

References

Section 3

Service Approach

Section 4

Fee Schedule

Section 5

Transition Plan

On behalf of von Briesen & Roper, s.c. (“von Briesen”), we appreciate the opportunity to provide the Village of Elm Grove with our proposal to continue providing General Legal and Prosecution Services. von Briesen has enjoyed serving the Village of Elm Grove since 2015, when those in the de la Mora & de la Mora law firm joined our firm. Over these past 10 years, we have had the privilege of introducing new attorneys to the Village of Elm Grove service team. To that end, Shareholders Hector de la Mora, Hanna Kolberg and Trace Hummel are excited for the opportunity to continue a long-standing relationship, which goes back to 1979, and serve as the responsible attorneys for the Village.

Section 1:
About von Briesen & Roper, s.c.

We believe that our Wisconsin values of common sense, effective advocacy and value, and result-driven services resonate favorably with our clients. We have over 200 professionals in offices throughout the state. Our Government Law Group is unparalleled in Wisconsin. We have more than thirty attorneys serving local government with high levels of creativity and intensity. We have worked tremendously hard to earn our reputation throughout the entire state of Wisconsin as the firm of choice when government faces difficult legal challenges.

We are frequent authors of *Legal Updates*, which can be distributed by email to as many of the Elm Grove staff as desired (examples can be found on our website, www.vonbriesen.com/government). von Briesen also will provide Village staff with opportunities to attend seminars on hot legal topics at our virtual Town Halls.



Legal Services for Government Entities

The Government Law Group at von Briesen is a dynamic team of more than 30 lawyers and other professionals who are dedicated to addressing the many legal issues that confront those in the public sector.

Our team of dedicated professionals has made it their mission to embrace innovation and creatively solve the most pressing challenges facing municipalities. We are unparalleled in our representation

of municipal governments. The firm's clientele includes more than two hundred counties, villages, towns, school districts, utility districts and other quasi-governmental entities throughout the State of Wisconsin.

Our substantive expertise, unparalleled dedication to client service and our constant commitment to innovation, provide our government clients with the tools necessary to succeed in an increasingly complex environment. Our specialized practice areas falling under the Government Law Group umbrella include:

- Compliance and Training on HIPAA and other Federal and State Privacy Laws
- Constitutional Law and Civil Liberties
- Construction and Construction-related Litigation
- Contracts and Procurement
- County and Municipal Governance and Code Enforcement
- Data Breach Response, Reporting and Mitigation
- Eminent Domain
- Employee Benefits
- Employment Issues
- Environmental
- Government Finance
- Labor Contracts / Labor-Management Relations / Grievance Arbitration
- Land Development Agreements
- Litigation and Dispute Resolution
- Public Records / Open Meetings
- Property Tax Disputes
- Real Estate
- Tax Incremental Financing District Development Projects
- Zoning and Land Use Issues

Responsible Attorneys for the Village of Elm Grove



Hanna R. Kolberg | hanna.kolberg@vonbriesen.com | (414) 287-1248

Hanna is a Shareholder in the Government Law Group and Real Estate Section. She has been practicing law for 15 years and previously served as the Deputy City Attorney for the City of Wauwatosa and as an Assistant District Attorney for the Milwaukee County District Attorney's Office. This experience provides Hanna with the ability to act as a legal advisor to all levels of Village government. Practically speaking, Hanna has significant experience analyzing complex legal issues, evaluating alternative approaches to problems and implementing sound solutions. She is adept at civil and administrative proceedings, policy and municipal law, transactional matters, public and inter-governmental inquiries and preparing legal opinions, pleadings, ordinances, resolutions, contracts and leases.

Hanna's government law practice focuses on advising municipalities and counties on governance, administrative proceedings, public records, open meetings, public policy, litigation, Police and Fire Commission hearings, and collective bargaining. Her real estate practice focuses on property tax assessment litigation and eminent domain matters.

She earned a J.D. from the University of Wisconsin and a B.A. from Tufts University.

Areas of Expertise in Municipal Law:

- Contract Negotiations
- Board of Appeals Proceedings and Litigation
- Board of Review Representation
- Policy Drafting
- Public Records
- Open Meetings
- Governance Issues

Municipal Clients:

- Village of Elm Grove
- Village of Mount Pleasant
- City of South Milwaukee
- City of Mequon



Hector de la Mora | hector.delamora@vonbriesen.com | (414) 881-4178

Hector has over 54 years of government law experience and has served as the Village Attorney for the Village of Elm Grove for 46+ years. He has represented the Village of Elm Grove as only its second Village Attorney since the Village was established. He has represented all the subunits of the Village including the Police and Fire Commissions, Board of Appeals and Plan Commissions and its various regular and ad hoc committees.

Areas of Expertise in Municipal Law:

- Contract Negotiations
- Development Agreements
- Ordinance Drafting and Enforcement
- Police and Fire Commission Proceedings
- Land Use and Zoning
- Board of Appeals Proceedings and Litigation
- Board of Review Representation
- Policy Drafting
- Public Records
- Open Meetings
- Governance Issues
- Personnel and Harassment Investigations

Municipal Clients:

- Village of Elm Grove
- Village of Hartland
- Village of Hustisford
- Village of Lannon
- Village of Lac La Belle
- Village of Shorewood
- Town of Linn
- Ozaukee Central Fire District (services 4 municipalities)
- Lake Country Fire & Rescue Department (services 7 municipalities)



Trace P. Hummel | trace.hummel@vonbriesen.com | (414) 287-1439

Trace is a Shareholder in the Government Law Group and Construction and Real Estate Sections with ten years of legal experience. He has been serving as the Assistant Village Attorney, which includes as the lead municipal prosecutor for the Village of Elm Grove for 5 years. In this role, Trace drafts ordinances and zoning regulations, attends board and committee meetings, resolves litigation, conducts investigations, drafts/negotiates real estate documentation, and handles all of the municipal prosecution services.

He is a frequent presenter at trade association conferences on a wide range of municipal, construction, real estate and litigation topics. He earned a J.D., *cum laude*, from Marquette University and a B.A., *cum laude*, from Illinois Wesleyan University.

Areas of Expertise:

- Municipal Prosecutions
- Contract Negotiations
- Police and Fire Commission Proceedings
- Ordinance Drafting and Enforcement
- Public Records
- Board of Appeals Proceedings and Litigation
- Board of Review Representation
- Zoning

Municipal Clients:

- Village of Elm Grove
- Village of Hartland
- Village of Lannon

Section 2:
References

von Briesen represents numerous small, large and growing municipalities throughout the State of Wisconsin. We have unique experience and a sound reputation for effectively representing and understanding the distinct issues facing municipal leaders.

Following is a representative list of clients von Briesen has recently provided legal services.

City of Antigo	Village of Hartland	City of Port Washington
Village of Ashwaubenon	Village of Hobart	City of Rhinelander
Village of Bayside	Village of Holmen	Village of Richfield
Town of Beloit	Village of Hustisford	City of Ripon
City of Brookfield	City of Janesville	Village of River Hills
Town of Brookfield	City of La Crosse	City of St. Francis
City of Burlington	Village of Lac La Belle	Village of Saukville
Village of Caledonia	City of Lake Geneva	City of Sheboygan
Town of Clayton	Village of Lannon	City of Sheboygan Falls
City of Columbus	Town of Linn	Village of Shorewood
City of Cudahy	City of Manitowoc	City of South Milwaukee
Village of Darien	City of Marshfield	City of Superior
City of Delavan	Village of McFarland	City of Tomahawk
Town of Delavan	Village of Menomonee Falls	City of Two Rivers
City of De Pere	City of Milton	City of Verona
City of Eau Claire	City of Milwaukee	Town of Waterford
City of Elkhorn	Town of Minocqua	City of Watertown
Village of Elm Grove	City of Monona	City of Waukesha
Village of Fairwater	Village of Mount Pleasant	City of Waupaca
Village of Fox Crossing	City of Muskego	City of Waupun
Town of Geneva	Town of Nepeuskun	City of Wausau
Village of Germantown	City of New Berlin	City of West Allis
Town of Grafton	City of New Holstein	City of West Bend
Town of Grand Chute	City of New London	Village of Whitefish Bay
City of Green Bay	City of Phillips	City of Whitewater
City of Greenfield	City of Platteville	Village of Winneconne
City of Hartford	City of Plymouth	City of Wisconsin Rapids

We offer the following references to the Village:

1. Village of Hartland
Ryan Bailey, Village Manager
ryanb@villageofhartland.wi.gov
(262) 367-2714

2. City of South Milwaukee
Patrick Brever, City Administrator/Economic Development Director
brever@smwi.org
(414) 768-8047
3. Village of Lannon
Patrick Yates, Village President
president@villageoflannon.com
(262) 613-1729

von Briesen embraces technology and is at the forefront of implementing the newest tools to streamline and create efficiencies. The firm uses Zoom videoconferencing for easy and quick accessibility for both planned meetings and emergent situations, which not only provides instant access but greatly reduces travel time. Additionally, the firm's document management system is robust and secure. Internal and external cybersecurity testing is conducted to keep client data safe.

Balancing workloads and client commitments are at the forefront of every responsible attorney relationship. To that end, Attorneys Kolberg, de la Mora and Hummel are adept at hands-on management of projects with frequent client communication. With a dedicated team of attorneys, the Village will always have someone available regardless of scheduling and/or workloads. When assigning a project, the team will clearly designate a point person along with a back-up in the event of any scheduling conflicts. The team will continue to prioritize the Village's projects to ensure timely delivery without disruption. In the event one of them is unavailable, another qualified member of the Group will step in to provide prompt assistance, ensuring that no delays in service occur.

von Briesen has a large Government Law Group, which meets weekly, virtually, to coordinate and discuss schedules, projects and deadlines. Through this ongoing collaboration, the Group is always keeping on top of balancing workloads and efficient communication.

Section 3: **Service Approach**

von Briesen’s service approach is grounded in a philosophy of partnership and practical problem-solving. We understand that municipalities operate in a complex environment where legal questions can range from routine day-to-day issues to highly specialized litigation. Our goal is to provide clear, timely, and effective legal guidance that supports informed decision-making, protects the public interest, and advances the long-term success of the community.

In continuing to serve as the Village Attorney, we intend to continue what has been the case for the last 46 years plus, to deploy an unbiased and objective perspective focused solely on what best serves the Village. We will continue to avoid being influenced by Village politics and their pressures, allowing us to deliver candid advice anchored in the Village’s broader interests.

von Briesen has decades of experience representing municipalities of all sizes across Wisconsin. We routinely address a full spectrum of public sector legal matters, including governance and open meetings, land use, zoning, labor and employment, development agreements, public safety issues, ordinance enforcement, and complex litigation. This breadth enables us to respond efficiently to more routine matters inquiries, while also providing sophisticated representation in high-stakes or emerging legal matters.

For municipal prosecutions, von Briesen prioritizes compliance, fairness, and community impact, using discretion and professionalism to achieve outcomes that reflect the municipality’s values and promote public safety.

We recognize the importance of fiscal stewardship and incorporate practical, modern approaches to controlling legal spend:

- **Technology-enabled efficiencies** – We regularly use Zoom for meetings, hearings, and staff consultations to eliminate travel time and reduce costs.
- **Advanced legal research tools** – We leverage the latest research technology, including responsible use of AI-assisted tools, to produce faster, more efficient analysis while maintaining quality, accuracy, and professional oversight.
- **Right-sizing our involvement** – We help municipal staff become smart consumers of legal services by identifying when an issue requires attorney involvement and when it can be handled internally. We always try to be transparent about the most cost-effective path.
- **Proactive issue spotting** – By staying closely connected to staff and monitoring developing issues, we try to prevent problems from escalating.

We are already deeply intertwined with the structure, policies, operations, and history of Elm Grove. We understand the statutory framework, common challenges, best practices, and risk points that the Village faces.

Bringing in a new law firm will result in substantial time getting the attorneys up to speed—time that ultimately becomes an unnecessary cost to the community. Our existing knowledge base and immediate readiness create tangible, upfront efficiencies that a new firm cannot replicate.

von Briesen offers a rare combination of experience, efficiency, and innovation that brings incredible value to the Village. We are committed to providing exceptional value, clear communication, and a level of experience that will continue to benefit the Village.

Section 4:
Fee Schedule

von Briesen clearly understands that the Village needs to manage and control legal costs. We believe that our government clients should be the recipient of high-quality legal representation and advice that will contribute to their goals and objectives. Because of the exceptionally long relationship with Elm Grove, von Briesen has offered and will continue to provide legal services for the same fee arrangement in place during 2025 for 2026. As shown on the attached communication to Village Manager Tom Harrigan marked Exhibits 1 and 2.

Our services are billed in one-tenth of an hour increments. Commencing on January 1, 2026, we will no longer bill the Village for our travel time to and from meetings at the Village. This alone can be a meaningful cost savings. Expenses such as mileage, postage, freight, routine filing fees, and other miscellaneous expenses identifiable to client matters will be billed monthly and listed on our invoices at actual incurred cost. von Briesen represents that reimbursable charges will be charged at the firm's actual incurred cost without additional mark-up.

Section 5: **Transition Plan**

The Village of Elm Grove has long benefited from stable, consistent and informed legal guidance. Since succeeding the Village's first Attorney, Harold J. Sanville in 1979, Hector de la Mora has had the privilege of serving as Lead Village Attorney and continuing the Village's strong tradition of reliable and professional legal service. Over more than four decades, he has acquired a close understanding of the Village's ordinances, priorities, and institutional culture. In preparing this proposal, we recognize the importance of utilizing that insight while ensuring the Village's legal needs continue to be met with the same high level of competence, accessibility and institutional awareness.

In that spirit, von Briesen proposes a transition plan designed to preserve institutional knowledge while positioning the Village for long-term stability. The firm proposes to realign and strengthen the Village's legal team by involving Hanna Kolberg, whose deep experience in municipal law and litigation provides significant value to the Village. Hanna's experience will enable her to navigate and manage difficult legal issues, participate and oversee contested matters efficiently, and advise on a wide range of municipal responsibilities. Her expertise complements the existing team and enhances the Village's access to comprehensive, high-quality legal counsel.

Trace Hummel has developed a meaningful and sustained working relationship with Hector and has gained substantial familiarity with the Village's on-going matters. His continued involvement will be essential to maintaining continuity and ensuring the Village receives seamless, coordinated, and forward-looking legal services.

If the Village elects to continue the firm's engagement pursuant to Village Ord. Sec. 54-1 through April 30, 2027, Hanna and Trace will continue working closely with Hector through June 30, 2026, in the respective roles of Principal Assistant Village Attorney and Assistant Village Attorney. During this period, both attorneys will collaborate with Hector on core legal matters, deepen their understanding of institutional practices, and contribute to the high standard of service the Village has come to expect.

Effective July 1, 2026, the responsibilities within the team would be realigned to support the Village's future needs. Under this structure, Hanna would assume the role of Lead Village Attorney, while Hector would transition to the position of Principal Assistant Village Attorney. Hector will serve in that capacity through at least the end of 2027, ensuring continuity and continued access to his extensive experience. Throughout this transition and beyond, Trace will serve in his substantive and reliable role as Assistant Village Attorney, contributing to both day-to-day operations and leading assigned matters.

The combined continuity as described above and the phased transition between Hector and Hanna, and the firm's broader resources are intended to ensure that the Village will retain the institutional knowledge it should not abandon while advancing a planned evolution of leadership tailored for its future needs. This transition plan is intended to utilize the Village's past legal experience while establishing a strong foundation for effective and stable legal service in the years ahead.

Hector de la Mora

From: Hector de la Mora
Sent: Friday, October 17, 2025 11:40 AM
To: Tom P. Harrigan
Cc: Brian Lahey; Hanna R. Kolberg; Trace P. Hummel
Subject: von Briesen Billing Rates for 2026
Attachments: [CLEANED]2025-10-17 Elm Grove -2026 Legal Hours and Monthly Fees letter(43331909.1)(43332092.1).pdf

Tom—

This is intended to confirm our conversation earlier this week regarding the Village's budgeting process. I indicated that the von Briesen billing rate for general municipal legal service for the Village of Elm Grove will remain at the same rates/basis as for the 2025 calendar year.

I am enclosing a letter which tracks the arrangement in place during 2025 that I am proposing be continued in 2026.

Should you have any questions, please do not hesitate to let me know.

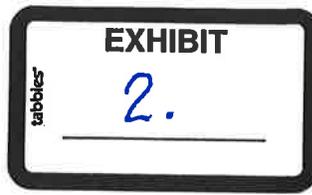
Hector

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October 17, 2025

VIA E-Mail Delivery

Tom Harrigan
Elm Grove Village Manager
13600 W. Juneau Boulevard
Elm Grove, WI 53122

Dear Tom:

I am writing to let you know that the billing rate for legal services provided by our firm for the 2026 calendar year will not be increased for 2026 for general municipal attorney matters and will remain at \$323.50/ hour¹. The rate for legal assistants and law clerks will remain at \$112/hour. The amount of the retainer will remain the same at \$1,230.00/month.

If you have any questions in this connection, please do not hesitate to contact me.

Sincerely,

Hector de la Mora

HDM:kjr

c: Brian Lahey, Finance Director via email
Hanna Kohlberg
Trace Hummel

1. Rates for legal services provided by other specialized practitioners in the firm will vary by practice area on a pre-agreed case by case basis [for example, but not limited to, municipal finance, TIF representation and equalized assessment challenges, eminent domain services, employment law services, state or federal court litigation representation (other than municipal code enforcement matters) and environmental law enforcement matters pursued against or by the Village].

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