



**MAYOR AND COUNCIL COMMUNICATION**

DATE: 1/5/16  
**REGULAR**  
ITEM #: 15  
**MOTION**

**AGENDA ITEM:** Appoint City Attorney - General Counsel  
**SUBMITTED BY:** Clark Schroeder  
**THROUGH:** Clark Schroeder  
**REVIEWED BY:** Clark Schroeder

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**SUGGESTED ORDER OF BUSINESS:**

- Introduction of Item.....Staff
- Report/Presentation .....Staff
- Questions from Council to Staff..... Mayor Facilitates
- Public Input, if Appropriate..... Mayor Facilitates
- Call for Motion..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

**PUBLIC POLICY STATEMENT APPOINTMENT OF CITY ATTORNEY**

**SUMMARY AND ACTION REQUESTED:**

Appointment of City Attorney needs to be done with an effective start date of 1/6/16

**BACKGROUND AND STAFF REPORT:** An RFP was sent out requesting services for a City Attorney and Prosecution Services. The city received 3 responses, two for City Attorney and one for Prosecution Attorney. The two law firms which submitted proposals for City Attorney are Callies Law and Kennedy & Graven. Interviews were held with council and council has the proposals detailing services and costs. Council is encouraged to pick one of these two law firms to be City Attorney.

**RECOMMENDATION:**

*As the City Attorney reports directly to the Council, Staff have no recommendation concerning this appointment.*

**ATTACHMENT(S):** Proposals from Callies Law and Kennedy & Graven

**KENNEDY & GRAVEN,  
CHARTERED**

**PROPOSAL FOR  
CITY ATTORNEY SERVICES**

**CITY OF LAKE ELMO**

**Contact Person: Sarah J. Sonsalla**

**Date: December 11, 2015**



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Minneapolis, MN 55402**

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**TABLE OF CONTENTS**

	<b><u>Page</u></b>
CITY ATTORNEY SERVICES PROPOSAL .....	1
A. Indication of City Attorney Representation.....	1
B. Firm Background .....	1
1. History of Firm and Nature of Firm’s Practice .....	1
2. Number of Attorneys, Partners and Areas of Specialty .....	2
3. Overall Qualifications of Attorneys Likely to Provide Service.....	2
4. Support Personnel .....	2
5. Office Organization and Support Capabilities .....	2
6. Office Location(s) .....	3
7. Current Use of Technology .....	3
8. Statement of any Malpractice Claims and/or Ethics Complaints .....	3
9. Statement of any Attorney Felony .....	4
10. Statement of any Attorney Prosecutorial misconduct .....	4
11. Statement of 2014 Billings for Municipal Work.....	4
12. Malpractice Insurance Coverage.....	4
13. Compliance with Federal and State Laws .....	4
C. Attorney Qualifications .....	4
1. Sarah J. Sonsalla – Proposed Lead City Attorney .....	5
2. Andrew M. Biggerstaff – Proposed Assistant City Attorney .....	7
3. Other Attorneys Who May Supply Services to the City.....	8
4. Current Responsibilities of Lead Attorney.....	8
D. List of Cities our Firm Currently Represent .....	8
E. List of Cities our Firm Began and Stopped Representing in the Last Three Years. ....	8
F. Client References .....	8
G. Firm’s View of Responsibilities to the City .....	9
H. Malpractice Insurance .....	9
I. Conflict of Interest.....	9
J. City/City Attorney Relationship .....	9
K. Fees .....	10
<b>Exhibit 1:</b> Attorney List	
<b>Exhibit 2:</b> Attorney Resumes	
<b>Exhibit 3:</b> Representative Cities/Towns/Other Entities	
<b>Exhibit 4:</b> Client References	
<b>Exhibit 5:</b> Certificate of Insurance	

## CITY ATTORNEY SERVICES PROPOSAL

### **A. Indication of City Attorney Representation**

Kennedy & Graven, Chartered presents this proposal relating to City Attorney (civil) services only.

### **B. Firm Background**

#### **1. Brief history of the firm including nature of the firm's practice.**

Kennedy & Graven, Chartered is the largest law firm in Minnesota that practices primarily local government law.

The firm was founded in 1973 with a practice in local government law, public finance, and development. In 1989, members of a leading local government law firm, LeFevere, Lefler, Kennedy, O'Brien & Drawz, P.A., joined the firm. Since 1989, Kennedy & Graven has expanded and diversified its representation of public sector clients to include school districts and townships.

Kennedy & Graven practices in all major areas of local government law relating to cities, including:

- General Counsel
- Economic Development and Redevelopment
- Eminent Domain
- Municipal Finance
- Municipal Licensing
- City Code Enforcement
- Employment Law/Labor Relations
- Joint Powers
- Legislative
- Ordinance Codification and Ordinance Updating
- Real Estate
- Tax Increment Financing
- Zoning and Land Use
- Telecommunications, Gas and Electric, Utilities and Franchise Law
- Public Bidding and Construction Law
- Environmental and Superfund Law
- Municipal Litigation

**2. Number of attorneys, including number of partners and associates and areas of specialty.**

The firm has 31 attorneys and over 95 percent of the firm's work is related to local government law. Twenty-one attorneys are shareholders, six attorneys are associates and four are of-counsel.

**3. Provide the overall capabilities, qualifications, training, and areas of expertise for each of the principals, partners, and associates of the law firm including the length of employment for each person and his/her area of specialization.**

**Exhibit 1** contains a list of the firm's attorneys and their respective practice areas.

Detailed resumes for each of the firm's attorneys are available at [www.kennedy-graven.com](http://www.kennedy-graven.com).

**4. Support personnel including number and expertise.**

Our firm has seven paralegals and one law clerk. When it is more efficient and economical for the City, certain work may be assigned to the law clerk or paralegals working under the direct supervision of the responsible attorney. Certain activities encompassed by this proposal, such as the initial drafting of condemnation petitions, routine litigation and public finance documents, and routine real estate matters may be assigned to one or more of the following paralegals:

***Real Estate Paralegals***

Nancy England - over 25 years of experience

Michael Ferro - over 10 years of experience as an attorney and paralegal

Cathy Rocklitz – over 35 years of experience

***Public Finance Paralegals***

Mel Davis – one year of experience

Ellen Gerdts - over 4 years of experience

Kim Ganley - over 20 years of experience

***Litigation Paralegal***

Toni Decker - over 20 years of experience

In addition to the paralegals mentioned above, our firm has 14 support staff employees performing administrative, accounting, and secretarial work. A firm administrator oversees the day-to-day administration of the firm.

**5. Office organization and support capabilities.**

Kennedy & Graven is a professional corporation. The firm is run by an executive committee which consists of five member shareholders. A full-time office administrator is responsible for

the implementation of the directives from the executive committee and board of directors, and for overseeing the day-to-day operations of the firm. Secretaries are assigned to designated attorneys. Law clerks and paralegals are available to all attorneys on an as-needed basis.

**6. Office Location(s).**

Kennedy & Graven has one main office and two satellite offices. The offices are located at the following addresses:

Minneapolis:

470 U.S. Bank Plaza  
200 South Sixth Street  
Minneapolis, MN 55402  
(612) 337-9300 telephone  
(612) 337-9310 fax  
(800) 788-8201 toll free  
(Main Office)

St. Paul:

Lawson Commons  
380 Saint Peter Street, Suite 750  
Saint Paul, MN 55102  
(651) 294-3589 telephone  
(by appointment)

St. Cloud:

501 West Germain Street  
Suite 320  
St. Cloud, MN 56301  
(320) 240-8200 telephone  
(by appointment)

**7. Current use of technology, especially capability for computerized legal research and for sharing and editing documents electronically.**

The firm uses technology in a variety of ways to increase efficiency and effectiveness.

One important use of technology is a centralized document management system. The firm uses EdocsDM. This allows every user in the firm to easily find and access any document. This database includes all of the firm's documents since 1997.

The firm uses the Office 2010 software suite.

The firm uses a program called Prolaw for all time, billing and administrative management of matters.

The firm uses Egnyte brand file transfer protocol, if needed, for the sending and uploading of large or numerous documents.

The firm primarily uses WestlawNext for computerized legal research with an inclusive subscription containing all major sources relevant to municipal law. The firm maintains certain specialty publications in house or electronically and also has access to the extensive legal research materials of the Hennepin County Law Library, which is located adjacent to our office in Minneapolis.

**8. Statement of any malpractice claims and/or ethics complaints taken against your firm or firm's attorney(s) over the last five years and the status or outcomes of such action. Indicate whether any action is pending or is currently under review by the State Ethics Board.**

None.

9. **Identify any attorneys with the firm who would be working directly with the City of Lake Elmo who have been found guilty of a felony.**

None.

10. **Identify any attorneys with the firm who would be working directly with the City of Lake Elmo who have been accused of prosecutorial misconduct.**

None.

11. **Statement of 2014 billings for municipal work as a percentage of total 2014 billings.**

In 2014, approximately 95 percent of the firm's billings were related to municipal work.

12. **Describe malpractice insurance coverage: carrier, limits, and exemptions.**

The firm carries professional liability insurance with Westport Insurance Companies in the amount of \$5,000,000 per claim/aggregate with industry standard exclusions only.

13. **Statement of compliance with federal and state laws respecting civil rights.**

Kennedy & Graven is in compliance with federal and state laws respecting civil rights. Kennedy & Graven is an equal opportunity employer and has an established affirmative action plan and equal employment opportunity plan. The firm has been certified by the State of Minnesota as having an approved affirmative action plan. The firm has adopted a specific AA/EEO Policy Statement and a Policy Statement Prohibiting Sexual Harassment in the Workplace. Copies of these policies are available to the City upon request.

### **C. Attorney Qualifications**

Kennedy & Graven uses a collective approach to legal services.

The designated City Attorney is the chief contact person with the client and personally handles much of the City's legal work; however, the City is able to work with any of the firm's attorneys. A second attorney is often designated as Assistant City Attorney to provide backup and be a second point of contact for the City. The City Attorney asks for the City's consent to assign certain specific matters to another attorney in the firm if the City Attorney believes it is more efficient for the City to do so. The designated City Attorney would retain overall responsibility to ensure that the needs of the City are being met.

The economy in the firm's services comes from the depth and breadth of experience of its attorneys. Most of the attorneys have developed unique knowledge and experience in a

particular area (e.g., data practices, public contracting, special assessments, Open Meeting Law, etc.). Through the use of a team approach, the firm takes maximum advantage of these experiences. In many instances, a short intraoffice conference avoids what could otherwise require hours of research. In a similar manner, the firm's representation of many local government entities often means that an attorney at the firm reviewed an issue previously for a different client and has the experience, knowledge, and information to quickly and efficiently respond to the City.

The firm proposes that Sarah J. Sonsalla be designated City Attorney and that Andrew J. Biggerstaff be Assistant City Attorney.

### **1. Sarah J. Sonsalla - Proposed City Attorney**

Please see **Exhibit 2** for a resume of Sarah J. Sonsalla.

#### **a. Academic training and degrees.**

Sarah earned a Bachelor of Arts degree with highest honors from the University of Wisconsin – La Crosse with degrees in Political Science and Philosophy. She received her J.D. degree from the University of Minnesota Law School in 2001. While in law school, Sarah was the Executive Editor of the Minnesota Intellectual Property Review.

#### **b. Bar Admission and License Number.**

Sarah was admitted to the Minnesota State Bar in 2001. Her attorney license number is 0313464.

#### **c. Background and experience including prior municipal experience**

Sarah Sonsalla is currently the City Attorney for the cities of Lake City and Sandstone. She is also general counsel to Local Government Information Systems (LOGIS), a joint powers intergovernmental consortium of Minnesota local government units that provides technology services. Sarah also serves as an assistant city attorney for the cities of Oakdale, Faribault, New Prague, Minnetrista, Medina, Shakopee, Kenyon, Mantorville and Mounds View.

Sarah has over 14 years' experience in representing cities and townships. She joined Kennedy & Graven in 2005 and was elected shareholder in 2009. While at Kennedy & Graven, over 90 percent of Sarah's time has been spent on municipal/local government-related matters. Prior to joining Kennedy and Graven, Sarah worked for four years as an associate for a local law firm where she practiced in municipal law, labor and employment law and real estate. During that time, she served as the assistant city attorney for two cities (Maplewood and Taylors Falls) and the assistant township attorney for two townships (White Bear and Grey Cloud Island). She also represented numerous property owners in eminent domain proceedings and represented Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320 and the Minnesota State High School League.



Sarah has significant experience in drafting and reviewing ordinances, resolutions, contracts and agreements and attending all types of city council, commission and staff meetings. Some of her recent projects have included drafting shoreland and flood plain ordinances, drafting zoning regulations; drafting development agreements, reviewing public improvement contracts and associated insurance certificates and performance and payment bonds, drafting law enforcement services contracts, bringing hazardous building/nuisance abatement actions, reviewing and drafting joint powers agreements, drafting public notices, and drafting resolutions.

Sarah also has significant real estate experience including the drafting of real estate documents such as purchase agreements and easements and bringing quiet title actions, proceedings subsequent, and Torrens registration actions.

Sarah also has litigation experience and has provided litigation assistance to several of the firm's municipal clients and the League of Minnesota Cities Insurance Trust on a variety of matters including bankruptcy, hazardous buildings, eminent domain, land use, vehicle forfeitures, and construction law. Her litigation experience includes drafting pleadings and discovery, attending depositions, drafting motions and memoranda of law and drafting appellate briefs, including a Minnesota Supreme Court brief involving a condemnation matter.

d. List of Litigation as lead attorney

Ms. Sonsalla has been involved in the following litigation matters:

Greenfield: Jill Krout, Howard Veldhuizen, and Mark Lee, Individually v. City of Greenfield (2010-2011), three City council members sought damages for the release of certain data by City staff. The City prevailed in the matter and no damages were awarded.

Various hazardous building actions, quiet title actions, Torrens proceedings subsequent and registration proceedings have been asserted (Minneapolis, Faribault, Kenyon, Mounds View, West Concord) and prosecuted to conclusion to correct hazardous buildings, nuisances, code deficiencies and title matters.

Various litigation matters involving Department of Public Safety data look-ups, police enforcement issues, etc. have been tendered to the League of Minnesota Cities Insurance Trust for defense in the regular course of each city's business.

e. Professional affiliations

Minnesota State Bar Association, Member  
Ramsey County Bar Association, Member  
International Municipal Lawyers Association (IMLA), Member  
Minnesota Women Lawyers, Member

## 2. **Andrew J. Biggerstaff – Proposed Assistant City Attorney**

### a. Academic training and degrees

Andrew graduated from Hamline University School of Law, St. Paul, Minnesota with a J.D. cum laude – 2012. His honors include multiple CALI Awards and the position of Associate Editor of the Law Review. Andrew graduated from the University of Minnesota, Duluth with a B.A. in 2008 with honors of Dean's List and a double major in political science and criminology.

### b. Bar Admission and License Number.

Andrew was admitted to the Minnesota State bar in 2012. His attorney license number is 393551.

### c. Background and experience including prior municipal experience

Since joining the firm, Andrew has assisted in handling a wide array of matters for municipalities across the state. He has worked on issues of land use regulation, public employment, liquor and gambling regulation, data practices, contract drafting, and economic development.

Prior to joining the firm, Andrew was employed for two years with the Minnesota House of Representatives in the non-partisan House Research Department, where he had also previously served as a law clerk. In that role, Andrew assisted elected officials in interpreting and modifying state law. Andrew also worked closely with countless local government officials in drafting proposed legislation to be considered by the legislature. Additionally, Andrew attended and staffed a large number of committee and other meetings to assist elected officials. In that role, Andrew gained specialized experience in local taxation, charitable gaming, alcohol regulation, and various consumer protection matters.

Andrew also worked for the League of Minnesota Cities Insurance Trust while in law school as a litigation law clerk. In that capacity, Andrew assisted on over 15 state and federal lawsuits pending against cities, including assisting in the drafting of a brief to the Minnesota Supreme Court regarding governmental immunities.

Recently, Andrew published an article in the League of Minnesota Cities magazine related to firearms laws with a specific focus on local government authority with regard to firearms. Andrew has also spoken on issues related to alcohol regulation as a panel member for a continuing legal education course. In addition to Andrew's legal experience, he also spent 10 years in the United States Army Reserve, including while in college and law school.

### d. List of Litigation as lead attorney

Andrew is currently representing a city in a class action lawsuit related to storm sewer fees. Additionally, he is also currently serving as second chair in a complex construction dispute involving extensive renovations performed at a public elementary school. In the past, Andrew has

hands-on experience assisting in litigating cases dealing with public employment, governmental immunities, § 1983 claims, and land-use challenges.

e. Professional affiliations

Minnesota State Bar Association  
Hennepin County Bar Association

**3. Other Attorneys Who May Supply Services to the City:**

The City Attorney may request that the City allow a matter to be assigned to a particular Kennedy & Graven attorney when another Kennedy & Graven attorney has special knowledge and comprehensive experience in that matter; for example:

Julie Eddington – Review of bond and public finance documents  
Doug Shaftel, Peter Mikhail – Condemnation  
James Strommen – Litigation, Public Bidding, Construction Law, and Utilities  
Bob Alsop – Litigation and Employment Law  
Robert Vose – Telecommunications and Cable

**4. Indicate current responsibilities of person designated to serve as lead attorney.**

Sarah Sonsalla's current primary responsibilities are serving as City Attorney for Lake City, Sandstone and LOGIS. Sarah also serves as an assistant city attorney for the cities of Oakdale, Faribault, New Prague, Minnetrista, Medina, Shakopee, Kenyon, Mantorville and Mounds View.

Sarah Sonsalla is available for council meetings on the first and third Tuesdays of each month, as well as the second Tuesday of each month for the workshop session, if needed. Andrew Biggerstaff is also available as needed during those times.

**D. List cities you currently represent and for what type of service.**

Please see **Exhibit 3** for a list of many of the firm's represented clients.

**E. List cities you began representing in the last three years and cities you stopped representing in the last three years.**

The firm began representing as primary city attorney for the following clients: Hopkins, Osseo, Lake City and Mantorville. The firm stopped representing Greenfield and Montrose.

**F. Names, telephone numbers, and contact person of at least five (5) client references, at least two (2) of which shall be cities.**

Please see **Exhibit 4**.

**G. Describe the firm's view of its responsibilities to the City in the providing of legal services.**

The firm works closely with the council and staff of its cities to provide services as needed to assist the city to accomplish its goals. We work hard to promptly respond to requests for assistance and are able to rely on the many decades of experience within the firm to provide assistance in an efficient and cost-effective manner.

**H. Copy of current Malpractice/liability Insurance Certificate.**

A copy of the certificate of insurance is attached in **Exhibit 5**.

**I. Conflict of Interest.**

- 1. Indicate whether designated lead attorneys or the law firm represent, or have represented, any client whose representation may conflict with your ability to provide legal services to the City.**

Kennedy & Graven is not aware of any client it represents, or has represented, that would cause a conflict in the firm's ability to provide legal services to the City.

The firm represents the City of Oakdale which is contiguous to the City of Lake Elmo. The firm is not aware of any conflicts or disputes between the two cities.

- 2. Indicate whether designated lead attorneys or the law firm currently represent any real estate developers. If so, please identify those companies or persons in detail and provide a percentage breakdown of how much this work represents of your firm's total billings.**

One attorney in the firm represents The Pentom Land Company and Pratt Construction, Inc. in a limited amount of matters, none of which are in cities that the firm represents. To the firm's knowledge, neither of these clients have any connection to real estate in Lake Elmo. The work that our firm does for these clients is approximately one percent of the firm's total billings. We make it clear to these clients that we will not represent them in any matter relating to a city that we represent.

- 3. Identify what procedures your firm utilizes to identify and resolve conflicts of interest.**

Kennedy & Graven has a computerized conflict-checking system that is used to identify potential conflicts. The system maintains a database containing the names of all clients of the firm and any opposing parties. This database is checked each time that the firm opens a new matter as to potential new clients and adverse parties. This avoids the development of actual conflict, but if an actual conflict exists, or would exist, the firm would not proceed unless both clients consented.

**J. City/City Attorney Relationship.**

- 1. Describe how you would structure the working relationship between the City Attorney and the City Council, City Administrator, Department Heads and other staff members.**

The City Attorney would typically work closely with the City Administrator and staff to provide services as directed by the Administrator and requested by staff. The approach of how that is done varies by City for a variety of reasons, including how the City Administrator prefers this to be managed.

The interaction with the elected and appointed officials of the City depends in large part on how the members of these respective bodies determine their roles and responsibilities in light of pending issues having significant legal importance. While the City Attorney typically works most closely with the City Administrator and staff, we would have a practice of encouraging elected and appointed officials to communicate directly with us when an issue requiring legal analysis arises.

- 2. Define the standard timeframes for response by the City Attorney to direction and/or inquiry from the City Council or City Administrator.**

The City Attorney is usually available to answer calls directly or respond to voicemails the same day. Response to e-mails and requests for letters will vary depending on the extent of time needed to develop a response. However, most e-mails are responded to within a day or two if they are not urgent.

- 3. Describe the systems or mechanisms that would be established for monthly reporting of the status of projects, requests, and litigation.**

The firm can provide written status reports to the City on all projects, requests and litigation on a monthly or other basis as requested by the City.

## **K. Fees.**

- 1. Hourly rate.**

The firm is open to proposing a retainer amount if specifically requested by the City.

The hourly rate for City Attorney and other attorneys working on general municipal work is \$155 per hour. Paralegal rates are \$115 per hour and law clerk rates are \$80 per hour for all matters. These rates apply to all matters identified in the City's Request for Proposals, unless specifically identified below.

- Commenced litigation, administrative and condemnation proceedings: \$185/hr.
- Development, redevelopment and tax increment matters: \$215/hour.
- Bond counsel services fees (if applicable) billed at rates customarily charged by the firm.

2. **The City is open to exploring alternative fee arrangements other than the retainer or hourly rate. Indicate any alternate billing arrangements you would be willing to consider and under what circumstances they would be most appropriate.**

The firm is open to alternative fee arrangements after discussion with the City. For example, council meeting attendance and staff meeting attendance could each be a pre-set flat fee.

3. **Firms shall indicate all other costs and reimbursables including travel (per mile), telephone, printing, photocopying, etc.**

The firm will bill its out-of-pocket costs for such things as postage, photocopying, filing fees and witness fees, and similar items.

Photocopying:	\$ .10 per page
Mileage:	IRS-approved reimbursement rate
Westlaw or Lexis fees:	\$3.00 per minute
Other charges such as:	Actual cost charged
Messenger service	
Express mail	
Filing fees	

4. **Firms shall indicate the minimum increment of time billed for each service including phone calls, correspondence, and personal conferences.**

The minimum increment of time billed for each service including phone calls, correspondence and personal conferences is six minutes.



The Firm's billing statements would meet the requirements as listed in the City's Request for Proposal.

#### CONCLUSION

We appreciate the opportunity to provide our proposal to you. We believe that we can provide high quality and timely legal services to the City.

**KENNEDY & GRAVEN, CHARTERED**

Dated: December 11, 2015

By:   
Sarah J. Sonsalla / 

## EXHIBIT 1

### ATTORNEY LIST

The firm has 31 attorneys. Twenty-one are shareholders; six are associates and four are of-counsel. Complete resumes of all of the firm's attorneys are available on our website at [www.kennedy-graven.com](http://www.kennedy-graven.com). The following is a summary of each attorney's areas of practice and representative clients:

<b>Robert A. Alsop</b> <i>Shareholder</i>	29 years experience; Employment Law, Housing Law, Litigation (Scott County CDA, Belle Plaine)
<b>Ronald H. Batty</b> <i>Shareholder</i>	34 years experience; Economic Development & Redevelopment, Municipal Law (Medina, Minnetrista)
<b>Andrew M. Biggerstaff</b> <i>Associate</i>	3 years experience; Municipal law, Litigation
<b>Jenny S. Boulton</b> <i>Shareholder</i>	16 years experience; Economic Development & Redevelopment, Municipal Bonds, Public Finance (Elk River, Meeker County EDA)
<b>Stephen J. Bubul</b> <i>Of Counsel</i>	26 years experience; Economic Development & Redevelopment, Municipal Bonds, Public Finance (Crystal HRA, St. Louis Park, Burnsville)
<b>Robert C. Carlson</b> <i>Of Counsel</i>	41 years experience; Business Law
<b>Julie Eddington</b> <i>Shareholder</i>	18 years experience; Municipal Bonds, Public Finance (Minneapolis, Wanamingo)
<b>Gina A. Fiorini</b> <i>Associate</i>	5 years experience; Municipal Bonds, Public Finance
<b>Troy J. Gilchrist</b> <i>Shareholder</i>	23 years experience; Municipal Law, Township Law (Denmark Township, Greater Bemidji Area Joint Planning Board)
<b>Kyle R. Hartnett</b> <i>Associate</i>	10 years experience; Municipal Law, Township Law
<b>Martha N. Ingram</b> <i>Shareholder</i>	10 years experience; Economic Development & Redevelopment, Municipal Bonds, Public Finance (St. Louis Park EDA, Jordan)
<b>Charles L. LeFevere</b> <i>Of Counsel</i>	39 years experience; Municipal Law (Rosemount, Brooklyn Center)
<b>Sofia E. Lykke</b> <i>Associate</i>	5 years experience; Public Finance, Government Bonds, Conduit Bonds and Economic Development
<b>Robert J. Lindall</b> <i>Shareholder</i>	45 years experience; Eminent Domain, Environmental Law, Real Estate Law (Bloomington, Minneapolis)

<b>Gregory S. Madsen</b> <i>Shareholder</i>	32 years experience; Employment Law, School Law (Minnetonka Schools, Watertown-Mayer Schools)
<b>Melissa J. Manderschied</b> <i>Shareholder</i>	8 years experience; Municipal Law (Robbinsdale, Mound, Brooklyn Park)
<b>Peter G. Mikhail</b> <i>Shareholder</i>	20 years experience; Litigation (LMCIT, St. Paul, Mound, Brooklyn Park)
<b>Michael T. Norton</b> <i>Of Counsel</i>	36 years experience; Municipal Law, Economic Development & Redevelopment, Real Estate Law (Crystal, Victoria)
<b>Timothy R. Palmatier</b> <i>Shareholder</i>	20 years experience; School Law (Anoka Public Schools, Minnetonka Public Schools)
<b>Scott J. Riggs</b> <i>Shareholder</i>	20 years experience; Municipal Law, Real Estate Law, Township Law (Faribault, Kenyon, Mounds View, New Prague)
<b>Doug Shaftel</b> <i>Associate</i>	11 years experience; Real Estate Law, Condemnation, Environmental Law (Minneapolis, West St. Paul)
<b>Sarah J. Sonsalla</b> <i>Shareholder</i>	13 years experience; Real Estate Law, Employment Law, Municipal Law (LOGIS, Lake City, Sandstone,)
<b>James M. Strommen</b> <i>Shareholder</i>	31 years experience; Litigation, Public Utility Law (Suburban Rate Authority, LMCIT)
<b>James J. Thomson</b> <i>Shareholder</i>	38 years experience; Municipal Law (Brooklyn Park, Shakopee, LMCIT)
<b>Mary D. Tietjen</b> <i>Shareholder</i>	17 years experience; Employment Law, Municipal Law, Litigation (Montrose, New Brighton, Rosemount)
<b>Susan E. Torgerson</b> <i>Shareholder</i>	28 years experience; Litigation, School Law (North St. Paul Schools, Hibbing School District)
<b>John Utley</b> <i>Shareholder</i>	37 years experience; Municipal Bonds, Public Finance (Minneapolis, Bloomington)
<b>Robert J.V. Vose</b> <i>Shareholder</i>	20 years experience; Municipal Law, Public Utility Law (Belle Plaine, Pine Island, Oak Grove, Independence)
<b>Maggie R. Wallner</b> <i>Shareholder</i>	26 years experience; Employment Law, Litigation, School Law (Stillwater School District, Eden Prairie School District)
<b>Larry M. Wertheim</b> <i>Shareholder</i>	38 years experience; Real Estate Law (Lifetime Fitness, Inc.)
<b>Adam C. Wattenbarger</b> <i>Associate</i>	1 year experience; Municipal law, School Law, Litigation



**EXHIBIT 2**  
**ATTORNEY RESUMES**



## Sarah J. Sonsalla

MUNICIPAL LAW, REAL ESTATE,  
LABOR AND EMPLOYMENT LAW

J.D. (Dean's List), University of Minnesota Law School, 2001  
B.A. (Highest Honors), Philosophy and Political Science,  
University of Wisconsin-La Crosse, 1998

### PRIMARY PRACTICE AREAS

Sarah Sonsalla is a Shareholder at Kennedy & Graven. Sarah has over 13 years' experience in representing cities and townships. Sarah is currently the city attorney for the cities of Lake City and Sandstone and general counsel for Local Government Information Systems (LOGIS), a joint powers entity. Sarah has significant experience in drafting and reviewing ordinances, resolutions, and contracts and attending all types of city council, town board, commission and staff meetings. Sarah also has significant real estate experience including drafting real estate documents such as purchase agreements, easements, and deeds and bringing quiet title actions, proceedings subsequent actions and Torrens registration actions.

### BACKGROUND

Sarah received her B.A. in Philosophy and Political Science from the University of Wisconsin – La Crosse in 1998. She received General Honors along with Departmental Honors in Philosophy and Political Science. In 2001, Sarah received her J.D. from the University of Minnesota Law School. During law school, Sarah served as the Executive Editor of the *Minnesota Intellectual Property Review*. After law school, Sarah practiced for four years at a law firm in St. Paul as an associate attorney, practicing primarily in the areas of municipal law, labor and employment law, and real estate before joining Kennedy & Graven as an associate attorney in 2005.

### MEMBERSHIPS AND PROFESSIONAL ACTIVITIES

Sarah is a member of the Minnesota State Bar Association, Ramsey County Bar Association, the International Municipal Lawyers Association (IMLA) and Minnesota Women Lawyers. Sarah served as a member of the Second Judicial District Ethics Committee from 2003-2007. Sarah presently serves on the Ramsey County Bar Association's Youth & The Law Committee and mentors law students at the University of St. Thomas Law School.

### PERSONAL

Sarah enjoys running, biking, and downhill skiing. She also enjoys playing the trumpet and has participated in many different bands. Sarah lives in Woodbury with her husband and two children.

*“Working with local governments is very rewarding for me because the projects that I work on have the potential to benefit not only a select group of people, but the general public. In working with local governments, I have found that all of my colleagues at Kennedy & Graven are great resources due to their extensive knowledge of local government law. This allows me to serve our clients efficiently and effectively.”*



## Adam C. Wattenbarger

MUNICIPAL LAW, SCHOOL LAW

J.D. (magna cum laude), University of Minnesota Law School, 2014

B.S. (High Distinction), University of Nebraska-Lincoln, 2009

### PRIMARY PRACTICE AREAS

Adam Wattenbarger is an associate at Kennedy & Graven, Chartered, and practices in the areas of municipal law and school law.

### BACKGROUND

Adam is a recent graduate of the University of Minnesota Law School. Prior to joining Kennedy & Graven as an associate, Adam spent a year clerking for Chief Justice Lorie Gildea on the Minnesota Supreme Court. As a clerk he assisted the Chief Justice with research and writing on a variety of important cases and legal issues before the Court. During law school, Adam gained experience working as a law clerk for Kennedy & Graven. He was also an articles editor for the Minnesota Law Review and the assistant head writer for T.O.R.T., the law school musical. Prior to law school, Adam received his B.S. in secondary education from the University of Nebraska-Lincoln, and spent time in the classroom student teaching and substituting.

### PERSONAL

Adam lives in Minneapolis with his wife Micaela. He enjoys watching TV and going to movies, and tries to stay active by running and occasionally playing tennis and racquetball.

*"I greatly enjoy working with local governments and school districts to resolve the legal issues they face as they serve their students, citizens, and employees. I am honored and excited to be a part of the team at Kennedy & Graven and to have the opportunity to do this important and rewarding work."*

### EXHIBIT 3

#### REPRESENTATIVE CITIES / TOWNS / OTHER ENTITIES

**Designated City Attorney for the following cities:**

City of Belle Plaine	City of New Brighton
City of Brooklyn Center	City of New Prague
City of Brooklyn Park	City of Oak Grove
City of Cokato	City of Oakdale
City of Crystal	City of Osseo
City of Faribault	City of Pine Island
City of Franklin	City of Rice
City of Hopkins	City of Richfield
City of Independence	City of Robbinsdale
City of Kenyon	City of Rosemount
City of Lauderdale	City of Sandstone
City of Lake City	City of Shakopee
City of Mantorville	City of Victoria
City of Medina	City of Wahkon
City of Minnetrista	City of Watson
City of Mound	City of West Concord
City of Mounds View	City of Wilton
City of Nerstrand	

**General Counsel to Economic Development Authorities, Housing and Redevelopment Authorities, and Port Authorities in the following municipalities:**

Belle Plaine	Lino Lakes
Bloomington	Marshall
Brainerd	Medina
Brooklyn Center	Minnetrista
Brooklyn Park	Monticello
Burnsville	Mound
Chanhassen	Richfield
Columbia Heights	Robbinsdale
Crystal	Rosemount
Faribault	St. Louis Park
Kenyon	Sandstone
Lake City	Shakopee

**Special Counsel or Bond Counsel to dozens of counties, cities, joint powers organizations, and other public bodies, including the following sample:**

County of Washington	City of Minneapolis
County of Ramsey	City of Bloomington
County of Wright	City of Woodbury
County of Goodhue	City of Marshall
County of Crow Wing	City of New Prague
County of Nicollet	City of Eveleth

City of Blackduck  
City of Burnsville  
City of Cokato  
City of Columbia Heights  
City of Duluth  
City of Dundas  
City of Hopkins

City of Minnetonka  
City of Owatonna  
City of Rochester  
City of Saint Paul  
City of Staples  
City of West Saint Paul  
City of Inver Grove Heights

**General Counsel to Special Purpose Entities:**

Cable Commissions:

Apple Valley, Rosemount, Farmington  
Lake Minnetonka  
Quad Cities  
Arlington, Gaylord, Winthrop, Gibbon  
Southern Minnesota

Watershed Management Commissions:

Lower Rum River  
Middle Mississippi River  
Middle St. Croix  
Shingle Creek  
Vadnais Lakes  
West Mississippi

Other JPAs:

Lake Minnetonka Conservation District  
Local Government Information Systems  
(LOGIS)  
Suburban Rate Authority (SRA)  
Minnesota Valley Transit Authority

**Townships in Minnesota:**

List available upon request.

**School Districts in Minnesota:**

List available upon request.

Finally, the firm provides tax increment, bond counsel, development and redevelopment, and other legal services to dozens of other cities, counties, port authorities, EDAs, and HRAs on an as-requested basis.

## EXHIBIT 4

### CLIENT REFERENCES

The following are client references:

Sam Griffith, City Administrator  
City of Sandstone  
119 4<sup>th</sup> Street  
Sandstone, MN 55072  
(320) 245-5241

*Services:* Sarah J. Sonsalla

Kari Schreck, City Clerk  
City of Lake City  
205 West Center Street  
Lake City, MN 55041  
(651) 345-6812

*Services:* Sarah J. Sonsalla

Mike Garris, Executive Director  
LOGIS  
5750 Duluth Street  
Golden Valley, MN 55422  
(763) 543-2699

*Services:* Sarah J. Sonsalla

Michael Barone, City Administrator  
City of Minnetrista  
7701 County Road 110W  
Minnetrista, MN 55364  
(952) 241-2510

*Services:* Sarah J. Sonsalla

Bob Streatar, Community Development Director  
City of Oakdale  
1584 Hadley Avenue North  
Oakdale, MN 55128  
(651) 730-2806

*Services:* Sarah J. Sonsalla

**EXHIBIT 5**

**CERTIFICATE OF INSURANCE**



Insurance Brokers  
and Consultants



a division of Integro USA Inc.

111 West Campbell Street, 4<sup>th</sup> Floor  
Arlington Heights, IL 60005

## VERIFICATION OF INSURANCE

ISSUED TO: **Minneapolis Public Housing Authority**  
1001 Washington Avenue North  
Minneapolis, MN 55401-1043

We, the undersigned Insurance Brokers, hereby verify that First Specialty Insurance Corporation, with an A.M. Best rating of A+, XV has issued the following described Professional Liability Insurance, which is in force as of the date thereof-

### PROFESSIONAL LIABILITY INSURANCE

NAME OF INSURED: Kennedy & Graven, Chartered, and others as more fully described in the Policy.

POLICY NUMBER: FNA337999003603

PERIOD OF INSURANCE: 12:01 a.m. October 1, 2015 to 12:01 a.m. October 1, 2016

SUM INSURED: \$5,000,000 Each claim and in the aggregate including costs, charges and expenses

### **SUBJECT TO ALL TERMS, CONDITIONS AND LIMITATIONS OF THE POLICY**

This document is furnished to you as a matter of information only and is not insurance coverage. Only the formal policy and applicable endorsements offer a comprehensive review of the coverage in place. The issuance of this document does not make the person or organization to whom it is issued an additional insured, nor does it modify in any manner the contract of insurance between the Insured and the Insurer. Any amendment, change or extension of such contract can only be effected by specific endorsement attached thereto. Should the above described Policy be cancelled before this expiration date thereof, we will endeavor to mail 30 days written notice to the Certificate Holder named above, but failure to do so shall impose no obligation or liability of any kind upon the insurer, its Agents or Representatives.

Issued at Chicago, Illinois

Lemme, a division of Integro USA Inc.

Date: October 22, 2015

Per:

Catherine Kuehl  
Senior Vice President



December 10, 2015

Clark Schroeder  
Interim City Administrator  
City of Lake Elmo  
3800 Laverne Avenue N.  
Lake Elmo, MN 55042

Re: RFP for City Attorney

Dear Mr. Schroeder:

Callies Law is pleased to submit a response to the City of Lake Elmo's request for proposals for City Attorney.

Paula Callies has worked as a city attorney for over twenty-five years. She has the legal experience and relationship skills necessary to assist the City as it grapples with some significant local development issues and staff transitions. Ms. Callies understands the complex issues a city faces in today's environment and is a zealous advocate for her clients.

I would welcome the opportunity to meet with council and staff to discuss my qualifications further.

Thank you for your consideration.

Sincerely,

  
Paula A. Callies

Encl. (7 copies of RFP)

**PROPOSAL FOR  
CITY ATTORNEY LEGAL SERVICES  
CITY OF LAKE ELMO**

**Callies Law, PLLC**  
The Colonnade, Suite 1000  
5500 Wayzata Boulevard  
Minneapolis, MN 55416  
(763)546-8020  
(763) 545-0834 Fax  
[pcallies@callies-law.com](mailto:pcallies@callies-law.com)

Contact Person: Paula A. Callies

Date: December 10, 2015

**TABLE OF CONTENTS**

	<u>Page</u>
I. GENERAL INFORMATION .....	3
A. Firm Background.....	3
B. Office.....	4
C. Percentage of Municipal Law.....	4
D. Responsibility to City .....	4
E. City/City Attorney Relationship .....	4
II. REFERENCES .....	5
III. FEES.....	6
IV. CONFLICT OF INTEREST STATEMENT.....	7
APPENDIX .....	8

Resume of Paula A. Callies

Copy of Malpractice Insurance

## **I. GENERAL INFORMATION**

### **A. FIRM BACKGROUND**

Callies Law, PLLC was established by attorney Paula Callies in 2003. Ms. Callies has over 25 years' experience providing legal services to Minnesota cities. She currently serves as the city attorney for the City of Loretto (since 2001) and the City of Dundas (since 2008). Callies Law has not begun, nor stopped representing any cities within the last three (3) years. Callies Law occasionally represents other cities in matters where the regular city attorney has a conflict of interest. As part of her regular law practice, Ms. Callies also represents individuals in connection with local government issues and civil legal matters.

Ms. Callies has significant experience working with growing communities, as well as those that are more fully developed. Prior to starting her own firm in 2003, Ms. Callies worked as an attorney with two law firms specializing in municipal law and litigation. Previous assignments include serving as: city attorney for the City of Red Wing and the Red Wing Port Authority, assistant city attorney for the cities of Maple Grove, Dayton, Shakopee, Brooklyn Park, Crystal and serving as defense counsel appointed by the League of Minnesota Insurance Trust to represent cities and local government officials in land use matters. The range of issues that Ms. Callies has worked with includes, but is not necessarily limited to:

- Drafting ordinances and resolutions, including city code amendments
- Zoning and development matters, including negotiation and drafting of development contracts, planned unit development agreements and related resolutions.
- Tax increment financing
- Review, negotiation and drafting of various contracts for city services, equipment and real estate matters
- Condemnation and eminent domain proceedings
- Personnel matters and employment termination
- Land use litigation and 42 U.S.C 1983 civil rights claims

Ms. Callies was the lead prosecuting attorney for the City of Red Wing and the City of Dayton from approximately 1989 through 1993 and continued as a supervising prosecutor until 2001. Her experience as a prosecutor helps to inform her broad understanding of the scope of issues that a city faces on a routine basis.

Paula Callies has never been found guilty of a felony, nor been accused of prosecutorial misconduct.

Callies Law has not had any malpractice or ethics claims taken against it, or against Paula Callies.

Callies Law complies with federal and state laws respecting civil rights.

Callies Law has the broad, sophisticated legal experience desired by municipal clients to effectively represent them in the many diverse issues of a city. Callies Law provides responsive, high quality and cost-effective legal services. Paula Callies routinely collaborates with other professionals and consultants, such as planners and engineers, who provide services to a city and is cognizant of these other practice areas.

**B. OFFICE**

Callies Law is located at the intersection of I-394 and Xenia/Park Place in The Colonnade building in Golden Valley, just west of Highway 100 and downtown Minneapolis. The address is 5500 Wayzata Boulevard, Suite 1000, Minneapolis, MN 55416. Telephone: 763-546-8020. Fax: 763-545-0834. Email: [pcallies@callies-law.com](mailto:pcallies@callies-law.com).

Callies Law uses up-to-date and current technology and computerized research. The firm is fully capable of sharing and editing documents electronically.

**C. PERCENTAGE OF BILLINGS FOR MUNICIPAL WORK**

In 2014, the percentage of billings by Callies Law for municipal work was approximately 38% of total billings. To date in 2015, the percentage of billings for municipal work is approximately 35%.

**D. RESPONSIBILITY TO CITY**

As city attorney, a law firm serving in that capacity is representing the City as a whole. Thus, if Callies Law is appointed as the city attorney for the City of Lake Elmo, it is the City of Lake Elmo that is the client, not any individual council member or staff person. Of course, the City acts through its elected representatives and administrative personnel. It is important for the city attorney to have a good, trusting work relationship with such persons so that the city's goals may be accomplished. The longevity that Callies Law has had with its client cities demonstrates that the firm is able to strike the appropriate balance when working with the various perspectives of council members and staff and provide effective legal counsel.

**E. CITY/CITYATTORNEY RELATIONSHIP**

1. There is no "one" right way to structure the working relationship between the city attorney, City Council, City Administrator, Department Heads and other staff members. In my experience, the process generally flows more smoothly if specific requests for legal service or response come through the City Administrator, or department heads, or as a result of council direction during a council meeting, depending on the circumstances. With this process, the city

maintains control over the legal budget and there is less opportunity for misunderstanding in communication about the request. Callies Law is very open to discussing the specifics of the structure for our working relationship if appointed as city attorney in order to best address the needs of Lake Elmo.

2. Under normal circumstances, Callies Law will respond to phone call inquiries within two (2) hours and usually within less time. The response time to complete a particular project will vary depending on the scope and type of request. In a typical scenario, Callies Law follows-up with a phone call as soon as reasonably possible upon receipt of a request, to discuss what is needed and develop an action plan.

3. Callies Law will provide routine oral reports at council meetings concerning the status of projects, requests and litigation. If representing the city in litigation, or other special matters, Callies Law provides regular written memoranda or correspondence to communicate the status of matters.

## II. REFERENCES

1. John McCarthy, City Administrator  
City of Dundas  
[jmcarthy@dundas.us](mailto:jmcarthy@dundas.us)  
City Hall: (507) 620-1152     Mobile: (218) 244-1152
2. Kent Koch, Mayor  
City of Loretto  
[kkoch@ci.loretto.mn.us](mailto:kkoch@ci.loretto.mn.us)  
Mobile: 763-286-7138
3. Randall Seaver, Attorney at Law  
Fuller Seaver Swanson & Kelsch  
Burnsville, MN 55337  
(952) 890-0888, ext. 2  
[rseaver@fssklaw.com](mailto:rseaver@fssklaw.com)
4. Kent Torve, Former Mayor, City of Loretto  
[ktorve@wenck.com](mailto:ktorve@wenck.com)  
(763) 479-4209
5. Shirley Slater-Schulte, Former Administrator, City of Dayton  
[sschulte@ci.albertlea.mn.us](mailto:sschulte@ci.albertlea.mn.us)  
(507) 377-4335

### III. FEES

Callies Law is proposing the following fee arrangement:

Callies Law proposes to charge a monthly availability retainer fee (“retainer fee”) in the amount of **\$4,200 per month**, which total sum is payable regardless of the number of hours of legal service provided under the retainer. The retainer fee is considered to be the property of Callies Law upon payment of the fee and is not held in trust to be applied against future billings.

Services to be covered by the monthly retainer fee include those items listed in the City’s RFP, Paragraph VI for City Attorney. However, services listed below as “Non-Retainer Services” are not included within the monthly retainer fee and will be billed separately.

#### Non-Retainer Services:

- Ongoing regular attendance at Planning Commission meetings and other City Board, Commission or Committee meetings.
- Defending and representing the City in litigation and legal actions and claims; lawsuits; court proceedings including, but not limited to code enforcement matters; and administrative hearings.
- Land acquisition matters.
- Condemnation/eminent domain actions.
- Legal work billed to escrow accounts, or third-party reimbursed matters such as, but not limited to planning matters and MSA 429 projects (special assessment), or matters otherwise not charged to the City’s General Fund.

Items billed for “non-retainer services” will be billed at the rate of \$200/hour.

Callies Law bills in 1/10 hour increments. We do not charge for routine photocopying, postage or faxes. If a particular project involves above-average, or extensive photocopying or mailing and delivery expenses requiring the use of outside services, the City will be billed at our cost. Ordinarily, Callies Law does not bill for online research, unless a special project requires extensive research services, in which case the City will be charged at cost. Filing fees, witness and expert fees and other expenses are also billed at cost. Mileage is billed at the ordinary rate set by government regulations. However, there is no charge for mileage for attendance at City Council and other meetings that are included within the monthly retainer.

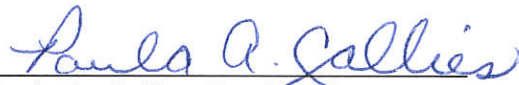
#### IV. CONFLICT OF INTEREST STATEMENT

1. Callies Law does not currently represent, nor has it represented any client where representation may conflict with its ability to serve as City Attorney for the City of Lake Elmo

**Note:** Paula Callies, Callies Law represented property owners Bernard & Loella Nass, Robert Buberl/Buberl Recycling and Thomas & Patricia Bidon against the City of Lake Elmo in 2012-13, which case resulted in the subject land being detached from the City of Lake Elmo.

2. Callies Law does not represent any real estate developers.
3. Callies Law has a computerized database of all clients and regularly reviews its client lists to identify and resolve conflicts of interest. Callies Law also uses a file opening checklist to identify potential conflicts. If potential conflicts are identified, Callies Law will immediately discuss the issues with its clients in order to arrive at a resolution and withdraw from representation where conflicts of interest necessitate this action

Dated: 12-10-2015

  
Paula A. Callies, President  
Callies Law, PLLC



**APPENDIX**

**PAULA A. CALLIES**  
The Colonnade, Suite 1000  
5500 Wayzata Boulevard  
Minneapolis, MN 55416  
Phone: (763) 546-8020  
[pcallies@callies-law.com](mailto:pcallies@callies-law.com)

## **EDUCATION**

J.D., cum laude, 1989, William Mitchell College of Law, St. Paul, MN

M.S.W., 1977, University of Wisconsin-Milwaukee

B.S.S.W., 1975, University of Minnesota, Minneapolis, MN

## **EMPLOYMENT HISTORY**

2003 to present      Callies Law, PLLC, Minneapolis, MN  
Owner

2001 to 2003      Kennedy & Graven, Chartered, Minneapolis, MN  
Attorney

1989 to 2001      Hoff, Barry & Kuderer, P.A., Eden Prairie, MN  
Partner

## **PROFESSIONAL ARTICLES AND PRESENTATIONS**

“Nuisance Smoke and Outdoor Furnaces”  
City Attorney Conference, Government Training Services, February 2015

“Liquor: Ballfields, Community Events and Special Circumstances”  
City Attorney Conference, Government Training Services, February 2010

“Mental Health and Civil Commitment: A Defense Attorney’s Perspective”  
MWL With Equal Right, Fall 2004, Volume XXVIII, Issue II

“Road and Access Law in Minnesota”  
National Business Institute, November 2004

“Variances, Conditional Use Permits and Non-Conforming Uses”  
Lorman Business Institute, October 2003

"Basic Concepts in Code Enforcement"  
City Attorney Conference, Government Training Services, February 2003

Paula A. Callies Resume  
Page Two

"Attorney Ethics in Civil Commitment Proceedings"  
HCBA Commitment Defense Project Continuing Legal Education, 2002

"Civil Commitment and Administration of Intrusive Treatment"  
MEDS/PDN, May 2001

"Commitment Law"  
MABAT, October 2000

"Federal Law and Local Towing Regulations"  
City Attorney Conference, Government Training Services, February 2000

"Liability of City Officials for Land Use Decisions"  
Minnesota State Bar Association Continuing Legal Education, 1993

#### **SELECTED APPELLATE COURT REPRESENTATION**

*Ralph A. Fredlund, et al v. Eureka Township*, A14-0945  
(Minn. Ct. App. April 27, 2015)

*Vigstol v. Isanti County Board of Commissioners*, A13-2162  
(Minn. Ct. App. December 8, 2014)

*Bridgewater Township v. City of Dundas*, A13-0704  
(Minn. Ct. App. December 23, 2013)

*City of Lake Elmo v. Bernard Nass*, A12-2008  
(Minn. Ct. App. July 15, 2013)

*Buberl Recycling & Compost, Inc. v. Chisago County*, A08-1958,  
(Minn. Ct. App. Sept.1, 2009)

*Gold Nugget Development, Inc. v. City of Monticello*, 2001 WL 683488  
(Minn. Ct. App. Jun. 19, 2001)

*Rockford Tp. v. City of Rockford*, 608 N.W.2d 903 (Minn. Ct. App. 2000)

*Muller Family Theatres v. McMenemy*, 2000 WL 2623  
(Minn. Ct. App. Jan. 4, 2000)

*SJ&F Enterprises, Inc. v. City of Winsted*, 1998 WL 345436  
(Minn. Ct. App. June 30, 1998)

Paula A. Callies Resume  
Page Three

*Northern States Power Co. v. Commissioner of Revenue, County of Goodhue, City of Red Wing*, 1996 WL 611134 (Minn. Tax Ct. Oct. 17, 1996)

*Universal Circuits, Inc. v. Cedar Creek Constr. Co.*, 1996 WL 589100

*Robbins v. City of Wayzata*, 1995 WL 25223 (Minn. Ct. App. Jan. 24, 1995)

*State v. Stumpf*, 481 N.W.2d 887 (Minn. Ct. App. 1992)

### **BAR ADMISSIONS AND PROFESSIONAL MEMBERSHIPS**

State Bar of Minnesota, 1989

State Bar of Wisconsin, 2001

U.S. District Court, Minnesota, 1990

Hennepin County Bar Association, CLE Oversight Committee, Chair 2009 to 2011

Hennepin County Bar Association, Eminent Domain Committee, Chair 2005

### **COMMUNITY SERVICE**

Tasks Unlimited, Inc., Current Board Chair

Lake Minnetonka Excelsior Rotary Club

Hennepin County Adult Mental Health Advisory Council, Chair 2003 to 2008

Shorewood City Council Member, 2005 to 2008

Shorewood Park Commissioner, 2001 to 2004

Shorewood Planning Commissioner, 1998 to 2001



# MINNESOTA LAWYERS MUTUAL INSURANCE COMPANY

## DECLARATIONS

Policy Number **8921 13**

333 South Seventh Street, Suite 2200; Minneapolis, MN 55402  
(612) 341-4530 (800) 422-1370 fax(800) 305-1510

### LAWYERS PROFESSIONAL LIABILITY POLICY (THIS IS A CLAIMS-MADE POLICY – READ CAREFULLY)

Item 1.

Named Insured:

Callies Law, PLLC

Office Address:

5500 Wayzata Blvd Suite 1000  
Minneapolis, MN 55416

Item 2.

Policy Period:

11/15/2015

to

11/15/2016

(the Effective Date)

(the Expiration Date)

12:01 A. M., standard time at the address of the Named Insured stated herein

Item 3.

Limits of Liability:

\$1,000,000.00

Per Claim

\$3,000,000.00

Aggregate

Item 4.

Deductible Amount:

\$2,500.00

Per Claim

Item 5.

Total Number of Lawyers: 1

Total Premium: \$2,564.00

Item 6.

Applicable Forms and Endorsements:

MLM-019 (11-13) Prior Acts Retroactive Date, MLM-032 (11-13) Minnesota Changes, MLM-2000 (11-13) Policy Form

In witness whereof, Minnesota Lawyers Mutual Insurance Company has caused this policy to be signed by its President and Secretary and countersigned by a duly authorized agent of the Company.

MINNESOTA LAWYERS MUTUAL INSURANCE COMPANY

John J. Bowden, Secretary

Kristina Simmons, Authorized Agent

Paul M. Ablan, President