



# Special City Council Meeting

Thursday, November 13, 2025 at 5:30 pm

## 1. Call to Order

### a. Roll Call

Council members Gaertner, Landrus, Suchy, Thurn & Mayor Lalone

## 2. Business Items

### a. Interview Attorney Firms

Interview questions will be distributed at the meeting.

5:30 p.m. Flaherty & Hood PA

6:00 p.m. Kennedy & Graven, Chartered

### Attachments:

- **Flaherty & Hood PA** (Combined\_All\_Doc\_-\_Flaherty\_Hood\_P.A.\_Proposal\_re\_Dassel\_RFP\_-\_Civil\_Legal\_Services.pdf)
- **Kennedy & Graven Chartered** (11-3-25\_Kennedy\_Graven\_-\_RFP\_Response.pdf)

## 3. Adjourn

The agenda packet with all background material is located at the side table for viewing by the public. The agenda is subject to change without notice. Information and materials relating to the above items are available for review at city hall by appointment.

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Contact: Renee Eckerly (renee.eckerly@dassel.com 320-275-2454) | Agenda published on 11/07/2025 at 2:34 PM

October 31, 2025

Renee Eckerly, City Administrator  
City of Dassel  
P.O. Box 391  
Dassel, MN 55325

**VIA EMAIL ONLY**  
[renee.eckerly@dassel.com](mailto:renee.eckerly@dassel.com)

**Re: City of Dassel – Civil City Attorney Legal Services**

Dear Ms. Eckerly:

Please find attached Flaherty & Hood, P.A.'s proposal to provide civil city attorney legal services to the City of Dassel along with a proposed contractual agreement.

Should you have any questions or require additional information, please do not hesitate to contact me at (651) 225-8840 or via email at [cmhood@flaherty-hood.com](mailto:cmhood@flaherty-hood.com). Thank you for your consideration.

Very truly yours,

FLAHERTY & HOOD, P.A.



Christopher M. Hood

CMH/sc

Encls.

## CONTRACT FOR CIVIL CITY ATTORNEY LEGAL SERVICES

THIS AGREEMENT is made and entered by and between the CITY OF DASSEL, a municipal corporation of the State of Minnesota (hereinafter "CITY"), and FLAHERTY & HOOD, P.A. (hereinafter "FIRM").

### W I T N E S S E T H

WHEREAS, CITY has need for the professional civil legal services with the particular training, ability, knowledge, and experience possessed by FIRM; and

WHEREAS, at a duly called regular meeting of the City Council, the City Council of CITY determined that FIRM be engaged as City Attorney on civil legal services and directing and authorizing the Mayor and City Administrator to execute an agreement between FIRM and CITY setting forth the terms and conditions of the engagement; and

WHEREAS, CITY has determined that FIRM is qualified and capable of performing the civil city attorney legal services as CITY does hereinafter require, under the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. CITY ATTORNEY APPOINTMENT: CITY appoints FIRM as City Attorney with Christopher M. Hood, Robert T. Scott, and David A. Assaf acting as primary legal counsel for CITY. Christopher M. Hood, as the designated and appointed City Attorney, and Robert T. Scott and David A. Assaf, as Assistant City Attorneys, will perform, supervise, and be responsible to CITY for the civil city attorney legal services provided to CITY by FIRM.
2. AUTHORIZED CITY CONTACT PERSONS: The City Administrator or the City Administrator's designated representative shall be the primary contact person between CITY and FIRM to request legal services from FIRM.
3. COUNCIL, STAFF MEETINGS, AND OTHER MEETINGS: FIRM and CITY may agree to have the City Attorney or a designated representative attend certain City Council, staff, or other meetings in person or via telecommunications technology upon request of CITY.
4. COMMUNICATION: FIRM and CITY will establish a regular communication process between the primary legal counsel and the City Administrator in order to communicate legal issues and discuss timing for FIRM to provide and complete services to CITY.
5. INSTITUTIONAL HISTORY: FIRM shall become familiar with the City Code and City ordinances and will work with the City Administrator and the Mayor and City

Council to develop and expand FIRM’s knowledge of CITY’s legal issues as well as the history of the community. CITY shall make reasonable efforts to facilitate FIRM’s said familiarity.

6. LEGAL SERVICES TO BE PROVIDED: FIRM will provide civil legal services to CITY upon request of the City Council or City Administrator or the City Council’s or City Administrator’s designated representative(s).

7. COMPENSATION, BILLING, AND PAYMENT PROCEDURES:

7.1. Rates. The following table contains the applicable hourly rates to be billed by FIRM and paid by CITY for legal services.

<b>HOURLY FEES<sup>1</sup></b>		<b>2025–2026</b>
<b><i>General Municipal Matters</i></b> Advise and represent the government unit in civil legal matters not otherwise categorized as Labor and Employment, Environment <sup>2</sup> , Real Estate, or Litigation matters.	<b>Attorneys</b>	<b>\$210/hr.</b>
	<b>Paralegals</b>	<b>\$125/hr.</b>
	<b>Law Clerks</b>	<b>\$115/hr.</b>
<b> </b>		
<b><i>Labor and Employment Matters</i></b> Advise and represent the government unit in labor relations and employment matters.	<b>First 25 Hours</b>	<b>9/1/25–8/31/26</b>
	<b>Attorneys</b>	<b>\$170/hr.</b>
	<b>Analysts</b>	<b>\$145/hr.</b>
	<b>Paralegals</b>	<b>\$95/hr.</b>
	<b>Law Clerks</b>	<b>\$85/hr.</b>
	<b>Hours Over 25</b>	<b>9/1/25–8/31/26</b>
	<b>Attorneys</b>	<b>\$195/hr.</b>
	<b>Analysts</b>	<b>\$155/hr.</b>
	<b>Paralegals</b>	<b>\$105/hr.</b>
	<b>Law Clerks</b>	<b>\$95/hr.</b>
<b> </b>		
<b><i>Real Estate Matters</i></b> Advise and represent the government unit in real estate matters.	<b>Attorneys</b>	<b>\$220/hr.</b>
	<b>Paralegals</b>	<b>\$130/hr.</b>
	<b>Law Clerks</b>	<b>\$120/hr.</b>
<b> </b>		
<b><i>Litigation Matters</i></b> Advise and represent the government unit in contested matters, where no insurance coverage is otherwise available, including but not limited to: state or federal district court or appellate civil litigation; mediation; arbitration; administrative proceedings before state or federal agencies; and like proceedings.	<b>Attorneys</b>	<b>\$230/hr.</b>
	<b>Paralegals</b>	<b>\$140/hr.</b>
	<b>Law Clerks</b>	<b>\$130/hr.</b>
<b> </b>		
<b>Minimum Increment of Time Billed for Services</b>		<b>15 min.</b>

<sup>1</sup> Firm may utilize other professional staff at lower hourly rates as appropriate.

<sup>2</sup> Rates for environmental matters will be negotiated on a per case basis.

7.2. Expenses. Unless otherwise provided herein, in addition to the applicable fees for services rendered to CITY by FIRM, CITY shall also reimburse FIRM for all expenses FIRM incurs in performing services for CITY pursuant to the following schedule:

Travel time .....	50% of the applicable hourly rate
Mileage.....	Applicable I.R.S. rate
Black and white copies.....	15 cents/per page
Color copies .....	75 cents/per page
LexisNexis.....	As applicable to required usage
Fax .....	Actual cost
Long distance .....	Actual cost
Parking.....	Actual cost
Postage.....	Actual cost
Court costs/fees.....	Actual cost
Arbitration cost/fees .....	Actual cost
Contested case costs/fees .....	Actual cost
Expert costs/fees .....	Actual cost
Messenger.....	Actual cost

7.3. Billing Procedure. CITY shall pay FIRM for the services rendered by FIRM to CITY and expenses incurred on a monthly basis in accordance with this Agreement. FIRM will submit monthly bills to CITY for services rendered in the prior month in addition to expenses incurred to the date of billing. Bills will include statements itemizing legal services rendered by category for the prior month, along with associated expenses. CITY will pay the bill of FIRM within thirty (30) days or less of its receipt by CITY.

Certain expenses incurred in a respective month may not be known to FIRM until after the monthly bill for legal services has been prepared and mailed to CITY for payment. FIRM and CITY agree that FIRM may seek reimbursement of expenses in subsequent billing cycles as necessary.

7.4. Disputes. In the event that CITY disputes any aspect of FIRM's bill, the City Administrator shall contact Christopher M. Hood at FIRM stating the nature of the dispute. The parties pledge their mutual good faith in resolving any disputes.

7.5. Interest. Because CITY will be paying FIRM's bills within thirty (30) days from their receipt, no interest will be charged. If CITY determines that it will be necessary to deviate from that payment schedule, then CITY will notify FIRM thereof. An interest rate of eight (8) percent per annum will be charged to CITY if CITY does not pay any bill of FIRM within thirty (30) days or less of its receipt by

CITY with such arrangement subject to change as may be mutually agreed between the parties.

- 7.6. Alternative Fee Arrangement. FIRM and CITY may discuss and enter into alternative fee arrangements, including a monthly retainer.
- 7.7. Rate Adjustments. FIRM may adjust its hourly rates or monthly retainer, as applicable, annually with at least 30 days written notice to CITY.
8. MATTERS COVERED BY INSURANCE: CITY will be responsible for submitting claims for insurance coverage to various insurance carriers. To the extent that an insurance carrier does not pay for legal services, if any, rendered by FIRM, including any deductibles, for any FIRM legal services provided with respect to a covered claim, CITY will pay FIRM for services rendered at the rates charged to the insurance company. FIRM shall assist CITY in representing its interests before the insurance carrier and in selecting legal counsel should the insurance carrier not utilize FIRM.
9. TERM AND TERMINATION: This Agreement shall commence following execution of the parties and shall continue in effect until such time as either party terminates this Agreement. This Agreement may be terminated by CITY or by FIRM upon 60 days written notice to the other, provided however, that FIRM's termination of this Agreement shall be governed by Rule 1.16 of the Minnesota Rules of Professional Conduct. CITY shall pay FIRM for the work performed prior to the effective date of termination based upon the payment terms of this Agreement. On or about December 31 of each year, the City Attorney and City Administrator may mutually evaluate the usage of legal services during the prior year of this Agreement in order to evaluate usage and identify areas where modification in the parties' relationship may be mutually beneficial.
10. NOTICE: Any notices required under the provisions of this Agreement shall be in writing and sufficiently given if delivered in person or sent by U.S. mail, postage prepaid, as follows:
  - 10.1. Notice to CITY shall be mailed or delivered to Renee Eckerly, City Administrator, City of Dassel, P.O. Box 391, Dassel, MN 55325.
  - 10.2. Notice to FIRM shall be delivered to Christopher M. Hood, Flaherty & Hood, P.A., 525 Park Street, Suite 470, St. Paul, MN 55103.
11. STATUS OF FIRM AS INDEPENDENT CONTRACTOR: FIRM shall be an independent contractor for all purposes and shall be entitled to no compensation other than the compensation provided for in this Agreement. No statement contained in this Agreement shall be construed so as to find FIRM to be an employee of CITY. FIRM shall not be entitled to any of the rights, privileges, or benefits of employees of CITY, including but not limited to, workers' compensation, health/death benefits and indemnification for third-party personal injury/property damage claims. FIRM

acknowledges and agrees that no withholding or deduction for state or federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due FIRM and that it is FIRM's sole obligation to comply with the applicable provisions of all federal and state tax laws. FIRM shall at all times be free to exercise initiative, judgment, and discretion as to how to best perform or provide services identified herein. FIRM is responsible for hiring sufficient workers to perform the services/duties required by this Agreement, withholding their taxes, and paying all other employment tax obligations on their behalf.

12. DATA PRACTICES: All data collected, created, received, maintained, or disseminated for any purposes by the activities of FIRM because of this Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy. This paragraph does not create a duty or any obligation on the part of FIRM to provide access to public data to the public for inspection or otherwise if the public data are available from CITY.
13. AUDITS: Pursuant to Minn. Stat. §§ 6.551 and 16C.05, subd. 5, FIRM agrees that CITY, the State Auditor, or any of their duly authorized representatives, may examine any books, records, documents and the accounting practices and procedures of FIRM. If either CITY or FIRM requests that the State Auditor conduct such an examination, then the requesting party is liable for the costs of the examination.
14. INDEMNIFICATION AND INSURANCE: FIRM agrees it will defend, indemnify, and hold harmless CITY, its officers, and employees against any and all liability, loss, costs, damages, and expenses which CITY, its officers, or employees may hereafter sustain, incur, or be required to pay arising out of FIRM's negligence related to performance of this Agreement. FIRM further agrees that in order to protect itself as well as CITY under the indemnity provision set forth above, it will at all times during the term of this Agreement keep in force lawyers professional liability insurance with a coverage amount of not less than \$2,000,000 per claim and \$5,000,000 aggregate.  
  
CITY agrees it will defend, indemnify, and hold harmless FIRM, its officers, and employees against any and all liability, loss, costs, damages, and expenses which FIRM, its officers, or employees may hereafter sustain, incur, or be required to pay arising out of CITY's negligence related to performance of this Agreement.
15. CONFLICTS OF INTEREST: FIRM shall use its best efforts to meet all professional obligations to avoid conflicts of interest and appearances of impropriety in representation of CITY. It is the intent of FIRM to refrain from handling legal matters for any other person or entity that may pose a conflict of interest.
16. ATTORNEY-CLIENT PRIVILEGE: FIRM is authorized to utilize email without encryption to transmit and receive confidential client information and to use cellular telephones and other wireless devices for the same purposes. CITY specifically

acknowledges that it understands the confidentiality risks associated with inadvertent interception.

17. FORCE MAJEURE: Each party shall be excused from any breach of this Agreement which is proximately caused by war, strike, act of God, or other similar circumstance normally deemed outside the control of well-managed businesses.
18. GOVERNING LAW: This Agreement is made pursuant to and shall be construed in accordance with the laws of the State of Minnesota.
19. HEADINGS AND CAPTIONS: Headings and captions contained in this Agreement are for convenience only and are not intended to alter any of the provisions of this Agreement.
20. ENTIRE AGREEMENT: This Agreement contains the entire Agreement for legal services between the parties hereto. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding on the parties.
21. MODIFICATION: Any modification of the provisions of this Agreement shall be reduced to writing and signed by the parties hereto.
22. SEVERABILITY IN EVENT OF PARTIAL INVALIDITY: If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.
23. CITY APPROVAL: The City Council has approved FIRM's retainer to provide civil city attorney legal services for CITY during the term of this Agreement. The signing of this Agreement will be ministerial and the FIRM is authorized to commence performing services following execution of this Agreement or at such time as designated by the CITY.
24. AGREEMENT NOT ASSIGNABLE: Except relating to conflicts of interest, the rights and obligations created by this Agreement may not be assigned by either party.
25. AGREEMENT NOT EXCLUSIVE: Notwithstanding this Agreement, CITY retains the right to hire other legal representation for CITY for any legal matter, which FIRM has a conflict of interest or which is not covered under the scope of this Agreement such as, for example, bond or cable franchising issues. CITY will discuss with FIRM its intention to hire other legal counsel on a matter and will seek input and advice from FIRM regarding selection of an attorney.
26. WORK PRODUCTS: All records, information, materials, and other work products prepared and developed in connection with the provision of services pursuant to this Agreement shall become the property of the CITY.

*[Remainder of page intentionally left blank.]*

IN WITNESS WHEREOF, CITY and FIRM have executed this Agreement, and it is effective on the latest date affixed to the signatures hereto.

**CITY OF DASSEL**

**FLAHERTY & HOOD, P.A.**

By: \_\_\_\_\_  
Bob Lalone,  
Its Mayor

By: \_\_\_\_\_  
Christopher M. Hood,  
Its President

By: \_\_\_\_\_  
Renee Eckerly,  
Its City Administrator

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## City of Dassel, Legal Services RFP (Civil)

### Contact Information:

Christopher M. Hood, Principal/Attorney

525 Park Street, Suite 470

Saint Paul, MN 55103

Phone: 651-225-8840

Email: [cmhood@flaherty-hood.com](mailto:cmhood@flaherty-hood.com)

Website: [www.flaherty-hood.com](http://www.flaherty-hood.com)

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October 31, 2025

Renee Eckerly, City Administrator  
City of Dassel  
P.O. Box 391  
Dassel, MN 55325

**VIA EMAIL ONLY**  
[renee.eckerly@dassel.com](mailto:renee.eckerly@dassel.com)

**Re: City of Dassel, Legal Services RFP (Civil)**

Dear Ms. Eckerly:

Serving cities in Minnesota has been Flaherty & Hood, P.A.’s (“Flaherty & Hood” or “firm”) primary focus since the firm’s inception in 1992. I am, therefore, pleased to submit the enclosed proposal to provide civil City Attorney legal services to the City of Dassel (the “City” or “Dassel”).

Flaherty & Hood is a distinctive law firm specializing in serving cities in Minnesota, like Dassel. Our philosophy is to represent the best interests of our city clients in a cost-effective and efficient manner while protecting the rights of our clients and achieving successful outcomes for cities and their taxpayers.

**Why Should Dassel Hire Flaherty & Hood?**

There are many reasons Dassel should hire Flaherty & Hood, including the following:

- 1. High-Quality and Timely Service.** Flaherty & Hood will not view Dassel as just another client among many; instead, Dassel’s projects will be given high priority and the timing of projects will be discussed early in order to meet deadlines set by the City. As a growing law firm with a strong history of public service, Flaherty & Hood is well-equipped to provide the City consistent, sound, and timely advice on all of Dassel’s legal questions and projects.
- 2. Comprehensive Services.** No other firm offers the same comprehensive services that Flaherty & Hood provides—including city attorney, public labor and human resources, legislative, policy analysis, and communications support services. For example, we employ a communications team with extensive experience advising government entities on how to respond to media inquiries. Further, no other firm can provide the same high quality, wide-ranging services at as affordable a price.
- 3. Exclusive Representation Without Conflicts of Interest.** Unlike our competitors, Flaherty & Hood almost exclusively serves cities in Minnesota, which in addition to strengthening our expertise in providing legal services to communities in Minnesota, also frees us from conflicts of interest that often arise with other firms.

4. **Competitive Rates.** Because Flaherty & Hood has dedicated its legal practice to serving the public needs of Minnesota cities, we can provide significantly reduced government rates to our city clients, including Dassel. Flaherty & Hood provides competitive rates while maintaining the highest quality legal services.

### **What Services Does Flaherty & Hood Provide?**

Flaherty & Hood provides a full range of legal services to our municipal clients. These services include civil *general* municipal legal matters such as contracts, real estate, land use, development, public labor and employment, data practices and open meeting law, among others. In addition, Flaherty & Hood excels at providing legal services in complex, *special* project areas such as labor contract negotiations, grievance and interest arbitrations, utility and regulatory issues, eminent domain, and environmental review. Our experience in these specialized areas sets Flaherty & Hood apart from our competition.

Flaherty & Hood currently serves as city attorney and general counsel for the following cities and local governments: Altura, Bemidji, Caledonia, Chisago City, Cold Spring, Eyota, Fairmont, Goodview, Grand Marais, Harris, Kellogg, Lakefield, Le Sueur, Lewiston, Little Falls, Menahga, Minnesota City, Moose Lake, New Ulm, Newport, North Branch, Northfield, Oronoco, Osakis, Pequot Lakes, Pine City, Plainview, Rollingstone, Rushford, St. Charles, Wabasha, Waite Park, Willmar, Willmar Municipal Utilities, Winona, Winona Port Authority, and Zumbrota, among others, in addition to being special legal counsel for dozens of other local governments across the State. Our experience also includes representation in federal and state courts, administrative agencies, and arbitrations and mediations.

Finally, with offices in St. Paul and Winona, Flaherty & Hood can participate, as the City desires and to best meet the City's needs, in City Council meetings and meetings with City staff, either in person or through the use of telecommunications technology.

### **The Flaherty & Hood Proposal**

Attached please find Flaherty & Hood's proposal to provide civil City Attorney legal services to the City of Dassel.

I am confident that Flaherty & Hood will provide the highest quality legal services to Dassel. Should you desire to discuss our services in more detail or need additional information, please contact me at (651) 225-8840 or via email at [cmhood@flaherty-hood.com](mailto:cmhood@flaherty-hood.com). Thank you for your consideration, and I look forward to hearing from you soon.

Very truly yours,

**FLAHERTY & HOOD, P.A.**



Christopher M. Hood

CMH/sc

## CERTIFICATION, OFFER, AND CONSENT FOR RELEASE OF PROPOSAL DATA

October 31, 2025

Renee Eckerly, City Administrator  
City of Dassel  
P.O. Box 391  
Dassel, MN 55325

**VIA EMAIL ONLY**  
[renee.eckerly@dassel.com](mailto:renee.eckerly@dassel.com)

**Re: City of Dassel, Legal Services RFP (Civil)**

Certification and Offer:

The undersigned has carefully examined all instructions, requirements, specifications, and terms and conditions of this RFP; understands all instructions, requirements, specifications, and terms and conditions of this RFP; and hereby offers and proposes to furnish the services described herein at the prices quoted in the attached proposal, and in accordance with the requirements, specifications, and terms and conditions of this RFP.

The undersigned also certifies that:

1. Its proposal is a valid and irrevocable offer for the City's acceptance for 180 days from the submittal date in the submittal guidelines of this RFP to allow time for evaluation, negotiation, selection, and any unforeseen delays.
2. It is a reputable firm engaged in providing legal services necessary to meet the requirements, specifications, and terms and conditions of this RFP.
3. It has the necessary experience, knowledge, abilities, skills, and resources to satisfactorily perform the requirements and specifications, and accepts the terms and conditions of this RFP.
4. It is aware of, is fully informed about, and is in full compliance with all applicable federal, state, and local laws, rules, regulations, and ordinances.
5. All statements, information, and representations prepared and submitted in response to this RFP are current, complete, true, and accurate. The respondent acknowledges that the City will rely on such statements, information, and representations in selecting the successful respondent.
6. It is not currently debarred or suspended from doing business with the Federal Government, the State of Minnesota, the City of Dassel, or any of their respective government agencies.

7. It shall be bound by all statements, representations, and guarantees made in its proposal, including but not limited to, representations as to performance and financial terms.
8. Submission of a proposal indicates the undersigned recognizes that some subjective judgments may be made by the City as part of the evaluation process.

Consent for Release of Proposal Data:

The undersigned, on behalf of Flaherty & Hood, P.A., hereby consents to the limited release of its proposal to the City Council for discussion at a public meeting and waives any claims it may have under Minnesota Statutes, Section 13.08 against the City for making such information available publicly to the City Council at such a meeting. The foregoing consent and waiver does not extend to requests made by others not affiliated with the City or financial statements, if any, submitted under separate confidential cover. Such information provided under separate cover may be public data, but will be treated by the City consistent with Minnesota Statutes, Chapter 13.

**FLAHERTY & HOOD, P.A.**

A handwritten signature in black ink that reads "Chris Hood". The signature is written in a cursive style and is contained within a thin black rectangular border.

Christopher M. Hood  
President

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## FIRM BACKGROUND

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### ***History of Flaherty & Hood***

Prior to founding the firm in 1992, Tim Flaherty was a shareholder and attorney at Briggs & Morgan, where he provided legislative representation for local governments. In 1993, Chris Hood was hired as an associate attorney to meet the legal service needs of cities in Minnesota, particularly in the areas of municipal law and land use law. Having become a shareholder with the firm in 2000, Chris has led Flaherty & Hood in growing its legal practice, which currently comprises approximately half of the firm's business.

Under Chris' leadership, the firm's legal services have expanded to incorporate environmental law, real estate law, public labor and employment law, economic development, energy and utility law, and administrative law, in addition to municipal law and land use law. To avoid potential conflicts of interest, the firm has also grown by serving Minnesota cities almost exclusively.

Currently, the firm employs twenty attorneys. Other staff members also often participate in projects to provide their expertise in legislative, public relations and communications, and policy analysis matters.

### ***Approach to Providing Legal Services***

Flaherty & Hood fully understands that the attorney-client relationship is between Flaherty & Hood and the City Council, meaning Flaherty & Hood exclusively represents the City Council.

In representing the City, Flaherty & Hood will work with the City Council, Mayor, and City staff to ensure that all legal projects are completed at the highest quality and in a timely and cost-effective manner while protecting and maintaining our professional responsibility to the City Council. Furthermore, given our extensive experience with serving Minnesota cities, we understand the importance of open and honest communication between the Council, Mayor, and City staff regarding legal issues and will maintain the highest degree of professionalism while working with these groups.

With this understanding in mind, Flaherty & Hood strives to represent the best interests of our municipal clients in a cost-effective and efficient manner while protecting the rights of our clients and achieving successful outcomes for the city and its taxpayers. Our objective is amicable resolution of legal issues, but not at the expense of good judgment and compliance with the law.

To meet this objective, Flaherty & Hood thoroughly researches and analyzes legal issues facing city clients; identifies, presents, explains implications, and makes recommendations, if advisable, on options to resolve issues; and develops positive, professional, and productive working relationships with the City Council, Mayor, and City staff in providing services. Flaherty & Hood will zealously advocate for and vigorously defend the interests of the City of Dassel.

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## ATTORNEYS FOR THE CITY OF DASSEL

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**Chris Hood, Robert Scott, and David Assaf** will be the primary attorneys and contacts for the City and will be responsible for ensuring that the legal projects assigned to the firm by the City are completed in a timely, cost-effective, and professional manner.

- **Chris Hood** is a shareholder and principal attorney at Flaherty & Hood. With over 30 years of experience in representing Minnesota cities, Chris has concentrated his practice in the areas of municipal law, labor relations and public employment law, annexation and land use law, real estate law, environmental law, and administrative law. Chris serves as city attorney for the cities of Bemidji, Chisago City, Fairmont, Grand Marais, Harris, Menahga, Moose Lake, Newport, North Branch, Northfield, Pequot Lakes, Pine City, St. Charles, Winona, and Winona Port Authority, among others, and is special legal counsel to numerous cities throughout the state.
- **Robert Scott** is a shareholder attorney at Flaherty & Hood. With over 17 years of experience in representing Minnesota cities, Robert has concentrated his practice in the areas of municipal law, civil litigation, annexation and land use law, eminent domain, public utilities law, administrative law, and environmental law, including environmental permitting and regulatory issues. Robert serves as city attorney for the cities of Cold Spring, Le Sueur, Little Falls, New Ulm, Osakis, Waite Park, and Willmar, as assistant city attorney for the Firm's above-mentioned city attorney clients, and as special legal counsel to numerous cities and local governments throughout the state. Robert has extensive civil and appellate litigation experience and is the firm's lead litigation attorney.
- **David Assaf** is an associate attorney at Flaherty & Hood and concentrates his practice in the areas of municipal law, real estate law, and administrative law. David serves as assistant city attorney for the Firm's above-mentioned city attorney clients.

As needed, Chris, Robert, and David will draw upon the experience of the firm's other in-house attorneys to best serve Dassel's needs. The following attorneys will be available to the City:

- **Mike Flaherty.** Mike is a shareholder attorney at Flaherty & Hood and leads the firm's growing municipal criminal prosecution practice group. Mike has over ten years of experience as the prosecuting attorney for the City of Winona. Mike also serves as assistant city attorney for the Firm's above-mentioned city attorney clients and is the city attorney for the cities of Altura, Caledonia, Eyota, Goodview, Kellogg, Lakefield, Lewiston, Minnesota City, Oronoco, Plainview, Rollingstone, Rushford, Wabasha, and Zumbrota.
- **Brandon Fitzsimmons.** Brandon is a shareholder attorney at Flaherty & Hood and concentrates his practice in the areas of public labor and employment law, municipal law, and administrative law. Brandon has developed extensive experience on complicated public labor relations, employment, and human resources matters through advising and representing dozens of cities and public utilities on these issues.
- **Chad Arnesen** is a senior associate attorney at Flaherty & Hood and concentrates his practice in the areas of litigation, municipal law, real estate law, administrative law, and

labor and employment law. Chad serves as assistant city attorney for the Firm's above-mentioned city attorney clients.

- **Robert Kringler** is an associate attorney at Flaherty & Hood and concentrates his practice in the areas of municipal law, real estate law, and administrative law. Robert serves as assistant city attorney for the Firm's above-mentioned city attorney clients.
- **Morgan Azbill.** Morgan is an associate attorney at Flaherty & Hood and concentrates her practice in the areas of municipal law, litigation, and labor and employment law. Morgan serves as assistant city attorney for the Firm's above-mentioned city attorney clients.
- **Gavin Keogh** is an associate attorney at Flaherty & Hood and concentrates his practice in the areas of municipal law, real estate law, and administrative law. Gavin serves as assistant city attorney for the Firm's above-mentioned city attorney clients.
- **Mia Benson** is an associate attorney at Flaherty & Hood and concentrates her practice in the areas of municipal law, real estate law, and administrative law. Mia serves as assistant city attorney for the Firm's above-mentioned city attorney clients.

Detailed resumes for each of the above attorneys are available in **Appendix A** of this proposal.

### ***Other Flaherty & Hood Staff***

In addition to the attorneys listed above that will serve the City, the following attorneys and employees make up the staff at Flaherty & Hood.

#### ***Attorneys***

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<b>Bradley M. Peterson</b>	Shareholder Attorney
<b>Daniel M. Marx</b>	Shareholder Attorney
<b>Elizabeth A. Wefel</b>	Shareholder Attorney
<b>Shane A. Zahrt</b>	Shareholder Attorney
<b>Darielle J. Dannen</b>	Senior Attorney
<b>Christina C. Petsoulis</b>	Senior Attorney
<b>Christopher J. Hoodecheck</b>	Associate Attorney
<b>Cooper T. Silburn</b>	Associate Attorney
<b>Angelica D. Guarneros</b>	Associate Attorney
<b>Matthew L. Johnson</b>	Associate Attorney

#### ***Staff***

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<b>Marty J. Seifert</b>	Senior Lobbyist
<b>Darrin W. Lee</b>	Lobbyist
<b>Derrick J. Miedaner</b>	Director of Policy Research and Analytics
<b>Alex A. Wildfang</b>	Media & Communications Associate
<b>Ethan T. Rundquist</b>	Compensation & HR Analyst
<b>Samuel H. Hanson</b>	Paralegal
<b>Casey J. Teichert</b>	Paralegal

<b>Pang S. Yang</b>	Legal Administrative Assistant
<b>Kristin M. Beaupre</b>	Legal Administrative Assistant
<b>Shelly L. Czech</b>	Office Administrator
<b>Cassandra L. Stein</b>	Data Analyst
<b>Emma N. Nelson</b>	Director of Association Management and Client Services
<b>Emma T. Cliff</b>	Association Management Program Coordinator
<b>Clare K. Palen</b>	Law Clerk
<b>Destiny N. Cheng</b>	Administrative Assistant

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## ACCESSIBILITY

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### ***Availability***

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Chris Hood, Robert Scott, and David Assaf will be the primary attorneys assigned to ensure legal services provided to Dassel are completed timely, accurately, and cost-effectively. From time to time, other attorneys in the Firm, including Mike Flaherty, Brandon Fitzsimmons, Chad Arnesen, Robert Kringler, Morgan Azbill, Gavin Keogh, and Mia Benson may also be called upon to provide services to the City based on their specific areas of specialty should the need arise.

### ***Response Time***

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Flaherty & Hood will commit to going the extra mile for Dassel in order to provide timely, thorough, and accurate responses to the City's questions and projects. The timing for each project will be discussed early in order to meet every deadline set by the City. Flaherty & Hood will strive to have an attorney available to answer all of the City's calls immediately. Even if an attorney is not immediately available, we pledge to return the City's calls within four hours or less.

### ***Reporting***

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Flaherty & Hood will provide reports to the City on any matter, if requested by the City.

### ***Office Information and Locations***

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The Flaherty & Hood St. Paul office is located in close proximity to the State Capitol, the State Legislature, the Appellate Courthouse, and various state administrative agencies. We also have an office located in Winona to serve the legal services needs of cities in the southeast region. We could attend City Council meetings or meetings with City staff when desired or needed in person or through video or teleconference. The firm is well-equipped with telecommunications technology such as conference calling capabilities, cell service with email, and internet access.

General firm contact information for the St. Paul and Winona offices is provided below:

#### **St. Paul Office**

Flaherty & Hood, P.A.  
525 Park Street, Suite 470  
St. Paul, MN 55103

Phone: 651-225-8840  
Fax: 651-225-9088  
Email: [cityattorney@flaherty-hood.com](mailto:cityattorney@flaherty-hood.com)  
Online: [www.flaherty-hood.com](http://www.flaherty-hood.com)

#### **Winona Office**

Flaherty & Hood, P.A.  
64 West Third Street  
Winona, MN 55987

Phone: 507-205-4905  
Email: [cityattorney@flaherty-hood.com](mailto:cityattorney@flaherty-hood.com)  
Online: [www.flaherty-hood.com](http://www.flaherty-hood.com)

### ***Computer and Technology Capabilities***

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Each member of the firm has a computer with the full Microsoft Office Suite and other applicable software, full internet access, an email address, a telephone extension with voicemail and conference call capabilities, and a cell phone. In addition, we are equipped with fax service, black and white and color scanners, and black and white and color copy machines.

The firm's St. Paul office can also accommodate up to 50 people and can be used for training, seminars, or other presentations. Our location, with available parking and conference space, also provides our municipal clients with meeting space and easy walking access to the State Capitol, state agencies, and the League of Minnesota Cities building.

### ***Legal Research Capabilities***

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Flaherty & Hood is located one block from the Legislative Reference Library and three blocks from the State Law Library. We are also in close proximity to the Ramsey County Law Library and William Mitchell College of Law Library. We have full LexisNexis and internet resources for legal research.

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## FIRM EXPERIENCE

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### ***General Experience and Experience with Municipal Issues***

Flaherty & Hood's expertise in providing legal services will successfully fulfill Dassel's legal services needs. Below are more detailed accounts of how our experience will benefit the City.

#### ***Municipal and Joint Powers***

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Flaherty & Hood has the experience and expertise to assist Dassel with all facets of municipal law. Our experience includes, but is not limited to, advice, analysis, negotiation, representation, and drafting and reviewing documents in the areas that follow:

- Minnesota Open Meeting Law
- Minnesota Government Data Practices Act
- Contracts for services
- Intergovernmental and joint powers agreements
- Ordinances and resolutions
- Charter review, analysis, and compliance with state law
- City code review, analysis, and compliance with state law
- City council, boards, and commissions procedures
- Training for city officials and staff
- Legal compliance

Flaherty & Hood has assisted cities throughout the state with research and advice on many general municipal issues, including but not limited to those listed above and on labor relations, public employment, human resources, environmental review, environmental permitting, real estate, land use and development, special assessment, condemnation, tax abatement, and competitive bidding. Flaherty & Hood has also drafted numerous municipal agreements, resolutions, and ordinances, and required correspondence to residents and entities.

#### ***Labor Relations, Employment Law, and Human Resources***

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Labor relations, employment, and human resources issues are both complex and costly, and impact cities on a daily basis. Through our experience serving other individual cities and managing the Labor and Employee Relations Committee for the Coalition of Greater Minnesota Cities, Flaherty & Hood has developed a unique specialization in this area that allows us to serve the City with all facets of public labor and employment law, including, but not limited to, the following:

##### ***Labor Relations:***

- **Labor Contract Negotiations.** Flaherty & Hood represents cities in labor contract negotiations and mediations with unions; develops strategies and proposals; reviews labor contracts; and collects, compiles, and summarizes data from comparable cities on wages, health insurance, contract settlements, and other data.
- **Grievances.** Flaherty & Hood investigates employee grievances, drafts responses and settlement proposals for cities, and represents cities at grievance meetings and hearings.

- **Arbitrations.** Flaherty & Hood represents cities in grievance and interest arbitration hearings and compiles and analyzes relevant information and data for use at arbitration, including ability to pay and comparable cities analyses. We also research state-provided lists of arbitrators and provide ranking order for purposes of striking and selection.
- **Bureau of Mediation Services (BMS) Proceedings.** Flaherty & Hood prepares filings for the BMS and represents cities at meetings, settlement negotiations, mediations, and hearings. We also prepare and represent cities in proceedings for exclusive representative certification, decertification, and determination of affiliation; unit determinations and clarifications; fair share fee challenges; and independent review.

### *Employment Law:*

- **Representation.** Flaherty & Hood represents cities in employment contract negotiations, mediation, arbitration, administrative proceedings, litigation, and appeals.
- **Advice.** Flaherty & Hood advises cities on selecting and hiring employees; misconduct, harassment, and discrimination; improving performance; proceeding with discipline and discharge actions; and reorganizing.
- **Investigations.** Flaherty & Hood investigates personnel misconduct, performance problems, harassment, and discrimination.
- **Legal Compliance.** Flaherty & Hood reviews, interprets, and advises cities on compliance with employment laws such as public labor relations laws (PELRA), discrimination laws (Title VII, ADEA, ADA, MHRA), wage and hour laws (FLSA), health and benefits laws (FMLA, PERA), Minnesota Government Data Practices Act, Minnesota Open Meeting Law, Veterans' Preference Act, and Pay Equity Act.

### *Human Resources:*

- **Personnel Policies and Practices.** Flaherty & Hood reviews policies and practices, drafts new and revisions to policies and handbooks, advises on implementing revisions, and develops forms and systems for personnel record organization.
- **Hiring and Discipline Processes.** Flaherty & Hood advises, reviews, and drafts revisions to documents and procedures for cities involving civil service rules; personnel policies; job postings/advertisements; applications; testing, examination, and scoring procedures; interviews; background and reference checks; offer and rejection letters; investigations into performance problems and misconduct; issuing discipline; and disciplinary hearings.
- **Performance Appraisal Systems.** Flaherty & Hood performs research for and advises cities on developing and implementing performance appraisal systems, especially in a unionized setting.
- **Job Descriptions.** Flaherty & Hood reviews and advises cities on job analysis procedures including employee interviews and questionnaires and drafts and revises job descriptions.
- **Job Evaluation.** Flaherty & Hood establishes uniform compensable factors and subfactors for jobs and determines points for each job.
- **Compensation.** Flaherty & Hood compiles, reviews, and analyzes market compensation data; develops pay schedules; and drafts compensation-related plans and policies.

- **Comparable Worth.** Flaherty & Hood advises and reviews city pay equity compliance reports, pay plan studies, and appeals to the Office of Minnesota Management and Budget on pay equity compliance matters.
- **Management Training.** Flaherty & Hood conducts training sessions for management employees on hiring, compensation, performance matters, discipline, and handling grievances.

### ***Land Use and Annexation***

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Flaherty & Hood is known statewide as a leader in land use law and annexation and will use this expertise to guide the City through such matters. Our experience includes, but is not limited to, advice, analysis, negotiation, representation, and drafting and reviewing documents in the areas that follow:

- Development and intergovernmental agreements
- Special assessment process and appeals
- Eminent domain process and proceedings
- Zoning, variances, non-conforming uses, and conditional uses
- Orderly annexation agreements
- Annexations by ordinance
- Contested annexation proceedings
- Tax abatement policies and agreements
- District and appellate court litigation

Flaherty & Hood has assisted cities in numerous land use matters including advice, negotiations, and representation in eminent domain proceedings for the cities of Northfield, Sartell, and Luverne. Flaherty & Hood has advised cities and developed proposed findings with respect to rezoning, variances, non-conforming uses, and conditional uses for the cities of Northfield, Park Rapids, Winona, and Grand Marais. Flaherty & Hood has negotiated favorable settlements in contested annexation and detachment proceedings for the cities of Morris, La Crescent, and Princeton. In annexation matters, Flaherty & Hood has represented cities in contested case annexation proceedings, negotiated and drafted orderly annexation agreements and ordinances, and advised cities and city attorneys on the myriad of legal issues raised in annexation matters.

### ***Economic Development***

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Flaherty & Hood has advised and assisted cities with tax abatement, tax increment financing (TIF), corporate subsidies, and capital investment agreements, policies, and projects. Flaherty & Hood also advises local development agencies such as port authorities, economic development authorities (EDAs), and housing and redevelopment agencies (HRAs).

### ***Real Estate***

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Flaherty & Hood has a growing practice in providing real estate services to communities throughout Minnesota. Our real estate practice is the natural outgrowth of our experience in environmental, land use, and development issues. Our experience includes, but is not limited to, advice, analysis, negotiation, representation, and drafting and reviewing documents in the areas that follow:

- Residential and commercial purchase agreements and addenda
- Roadway and utility permanent and temporary easements
- Conservation, park, and trail easements
- Deeds and conveyances
- Eminent domain process and proceedings
- Property acquisitions and development

### ***Contract Law***

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Flaherty & Hood has extensive experience in the negotiation, drafting, interpretation, and litigation of contract issues related to intergovernmental cooperation, sewer service extension, insurance, corporations, development, consultant services, purchasing, construction, joint powers, municipal leases and licenses, orderly annexation, and employment agreements.

### ***Environmental Law***

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Flaherty & Hood has built an environmental practice that helps communities like Dassel navigate the complexities of federal and state environmental regulations. Our attorneys have extensive experience dealing with the staffs of the Minnesota Pollution Control Agency, the Minnesota Environmental Quality Board, Minnesota Department of Health, the Office of Administrative Hearings, the Attorney General's office, and other state departments and agencies. These partnerships give Flaherty & Hood a unique capacity to assist clients with National Pollutant Discharge Elimination System (NPDES) permitting services, environmental review services, and other legal, administrative, and legislative services. Our experience includes, but is not limited to, advice, analysis, negotiation, representation, and drafting and reviewing documents in the areas that follow:

- Environmental review (EAW, EIS, AUAR)
- Wastewater treatment permits
- Pretreatment agreements with Significant Industrial Users (SIUs)
- Notices of Violation
- Sewer use and interconnection agreements
- Wetlands Conservation Act issues
- Administrative hearings, contested cases, and appeals

Flaherty & Hood favorably settled wastewater permitting matters in contested cases for the cities of Faribault and Owatonna, defeated respective challenges to the wastewater discharge permits for the City of St. Cloud and the Alexandria Lake Area Sanitary District in the Minnesota Court of Appeals and Supreme Court and negotiated reasonable wastewater permit conditions for cities such as Albany, Crookston, Osakis, and Red Wing. On behalf of its clients, Flaherty & Hood assisted in developing a point-point nutrient trading program for cities and businesses in the Minnesota River Basin and is participating in the development of watershed cleanup plans for Lake Byllesby, Lake Winona in Douglas County, and Lake Pepin.

Flaherty & Hood represents clients in the interpretation and litigation of wastewater discharge permits, on environmental review matters, state pollution control statutes and regulations, and zoning and sanitary sewer extension issues. We are also involved in the development of water

quality policy at the Legislature and the Minnesota Pollution Control Agency. We also serve as general counsel to the Minnesota Environmental Science and Economic Review Board (MESERB), which is a joint powers organization of city wastewater treatment operators, public utilities commissions, and environmental engineers that works specifically on legal and regulatory issues affecting wastewater treatment.

### ***Litigation and Contested Cases***

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Flaherty & Hood has the experience and expertise to assist Dassel with all facets of matters involving litigation or contested cases. Our experience includes but is not limited to advice, analysis, negotiation, representation, and drafting and reviewing documents in the areas that follow:

- Pre-trial motions
- Settlement negotiations
- Discovery and dispositive motion practice
- Litigation in state and federal district courts, the Minnesota Court of Appeals and Supreme Court, the U.S. 8th Circuit Court of Appeals, the Minnesota Office of Administrative Hearings, and in arbitrations
- Representation in administrative matters before state and local agencies, including but not limited to the Minnesota Bureau of Mediation Services; the Department of Employee Relations; the Minnesota Pollution Control Agency; the Department of Transportation; the Offices of Administrative Hearings and Management and Budget; Veterans Preference Panels; and Civil Service Commissions

### ***Criminal Prosecution***

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Flaherty & Hood provides criminal prosecution services on petty misdemeanors, misdemeanors, and gross misdemeanors to the cities of New Ulm and Winona as their city attorney.

### ***Other***

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In addition to traditional legal counsel, our firm provides legislative, policy, and fiscal analysis services, and public relations and communications support to cities upon request. These services are beneficial for both legal and legislative matters.

- ***Legislative, Policy, and Fiscal Analysis Services.*** Flaherty & Hood is known statewide as a leader in representing Minnesota cities at the State Capitol. The combination of our legal and legislative services has proven to be advantageous for our municipal clients, as we are able to recognize unique situations when a legal problem requires a legislative solution. Flaherty & Hood excels at direct legislative advocacy with policymakers, legislative monitoring, representation with state agencies and boards, issue research and public policy development, legislative drafting, and media advocacy.
- ***Public Relations and Communications.*** Our public relations staff specialize in garnering “earned media”—media attention from unpaid sources, such as newspapers, television news, radio, and online publications—for our clients. By targeting earned media, our clients achieve statewide recognition without the cost required for paid media. Our communications team has extensive experience dealing with local and regional news

organizations and in advising government entities on how to respond to media inquiries on controversial issues. Our services are also beneficial for helping a city promote local events and festivals but could also be useful in terms of training the council or city staff in engaging and responding to local media. Our communications staff also specializes in designing websites, newsletters, brochures, and other communications pieces.

### ***Presentations and Trainings***

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Flaherty & Hood attorneys have prepared and presented on numerous legal issues to elected officials, professionals, city staff, attorneys, and students, including the following:

#### **Labor Relations, Employment Law, and Human Resources**

- The Grievance and Interest Arbitration Environment: What is happening and how could it affect your city?
- Defending Labor Contract Grievances
- Labor Negotiation and Mediation Strategies under Tight Budgets
- Contracting Local Government Services: Legal and Union Hurdles
- Trends in Labor Contract Negotiations and Effective Language
- Steps and Hurdles in Reorganizing Local Government
- Personnel Cost-Saving Measures for the Public Sector
- Labor Mediation – How does it work, What are the pitfalls, and How do you properly position yourself for interest arbitration?
- Keys to hiring, disciplining, and terminating
- Interest Arbitration Update; What is the Process, What is Happening With Awards, and How Will This Impact You in Negotiations?
- Auditing Your Personnel Policies
- Scheduling Hours, Shifts, Days, and Overtime: How to handle in union setting and what to include—or omit—in your labor contracts
- An Employee’s Fitness for Duty – Examinations and Legal Compliance
- Fitness for Duty; How do you evaluate and manage within the law?
- Using Non-regular Employees to Your Advantage
- Effective Performance Evaluations
- Collective Bargaining in Minnesota’s Public Sector
- Handling Potential Employee Discipline
- Improving Performance and Disciplining
- Handling Assignments, Grievances, and Personnel Problems in a Unionized Workplace
- Hiring Best Practices
- FLSA Compliance with New Regulations
- FLSA in Depth
- Managing Layoffs
- Military Leave: Employee Rights and Employer Obligations
- Recognizing and Ending Past Practices
- Recruitment and Retention of Police Officers
- COVID-19 Employment Update and Q&A with Labor and Employment Attorneys
- Planning for the Next Chapter of COVID-19 Public Workplace Changes

## **Environment**

- Minnesota Environmental Institute
- Complying with Water Quality Laws and Regulations
- Water Law Update
- Clean Water Basics
- Boiling Topics in Water Law
- The New Seascape of Impaired Waters – Living with TMDLs
- Water Quality Standards and NPDES Permitting
- The Royal Flush: A Wastewater Issues Update
- “TMDL 101” and the Minnesota River Basin
- Regulatory Issues Affecting Wastewater Treatment
- Rule Updates and Water Quality Initiatives
- Impaired Waters Seminar Presentation and Panel Discussion

## **Land Use**

- Growth Interrupted: Getting Environmental Review Right the First Time
- Minnesota’s Land Use Planning Puzzle: Annexation Law Basics
- Negotiating and Drafting Orderly Annexation Agreements
- Winning Strategies for Annexation Cases
- Perspectives from Key Players on Balancing Environmental Protection with Economic Development
- Beyond the Basics of Annexation
- Minnesota’s New Boundary Adjustment Process
- Greater Minnesota Urban Centers: How Annexation Works Now
- League of Minnesota Cities: Annexation and Land Use Update
- Annexation Process in Minnesota
- What to do if the MPCA orders you to provide sewer service
- Do joint orderly annexation agreements work?
- Cooperation and Combination
- The politics of annexation and land use; Where do we go from here?
- Automatic Annexation Procedures

## **General/Municipal**

- Hot Topics for Greater Minnesota Urban Centers
- Open Meeting Law Training
- Government Data Practices Act Training
- Conflict of Interest Training
- Data Practices and Records Retention

## **CLE Attendance**

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Flaherty & Hood ensures that all of our attorneys meet their continuing legal education (CLE) requirements to stay current in their respective practice areas. Some of the recent CLE programs attended by our attorneys have included the following:

- Minnesota Association of City Attorneys Educational Conferences
- Upper Midwest Employment Law Institutes
- Real Property Law in Minnesota
- Troubled Waters Ahead: Balancing Environmental Protection with Economic Development
- Municipal Utility Legal Seminar
- Public Sector Labor and Employment Law
- HSAs, HRAs, FSAs: How They Can Reduce Your Cost and Increase Your Benefits
- Understanding Chemical Dependency in the Legal System
- Ethics: Hot Topics for Litigators
- Selecting and Terminating Employees in Minnesota
- Labor Relations Seminars
- Minnesota Return to Work Issues in Workers' Compensation
- Minnesota Public Employer Labor Relations Association Winter Conferences
- Avoiding Legal & Political Landmines
- Minnesota Legislative Process
- What's Hot Now? An Environmental Update
- MN Environmental Law Institute
- Lecture on Regulatory Law
- Legislative Update: Public Utilities Law
- Handling Complex Administrative Hearings
- Environmental Protection as a Constitutional Right
- The New Rules of Professional Conduct
- Developments in Clean Water Law
- Ethical Pitfalls in Administrative Law
- Annual Real Estate Institute
- Administrative Law and Tips from the Bench (MSBA)
- MSBA Civil Litigation Section Half Day CLE Event
- MSBA Civil Trial Specialists Annual Seminar
- Anatomy of a Civil Trial
- Annual Conference on Eminent Domain: From Condemnation to the Commission to the Courts
- MRES Legal Seminar: "Be Prepared (Plan Prepare Restore Communicate Respond Recover Reassess)"
- Clean Water Act: Law and Regulation
- The State of the Environment
- The Minnesota Climate Change Advisory Group: An Update from the Inside
- MISO Day 3 Ancillary Service Market-Implications for Minnesota Utilities and Retail Customers
- Ethical Issues for Lawyers in the Public Sector
- Anatomy of a Rate Case

## CURRENT AND NON-CURRENT CLIENTS

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Flaherty & Hood has grown its legal practice by serving communities in Minnesota almost exclusively. In fact, over the years we have provided legal services to numerous Minnesota local governments and local government associations. For a full list of our current and past clients, please see **Appendix B** of this proposal.

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## DISCLOSURES AND INSURANCE

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### *Malpractice Statement*

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There are no malpractice claims or investigations against the firm or any of its attorneys. There are no pending actions or reviews by the Office of Lawyers Professional Responsibility or any other ethics board against the firm or any of its attorneys.

### *Non-Discrimination Statement*

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Flaherty & Hood is an equal opportunity employer and does not discriminate on the basis of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation, public assistance status, or disability in our employment practices.

### *Conflict of Interest Statement*

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Because Flaherty & Hood has dedicated its legal practice to serving the needs of cities throughout Minnesota, almost exclusively, we do not have conflicts of interest in representing our municipal clients, unlike many of our competitors where conflicts of interest frequently occur with their private developer, insurance industry, or other clients. Flaherty & Hood is, therefore, able to provide the following unequivocal conflict of interest statement to the City of Dassel:

1. Neither the designated attorneys nor the law firm represent, or have represented, any client which representation may conflict with Flaherty & Hood's ability to meet all of the legal services needs of the City.
2. Our legal services are provided to Minnesota cities almost exclusively; however, we have represented a few private real estate developers in the past on a limited basis, but only in circumstances where the city was an active joint partner in the project or where there has clearly been no conflict of interest with our municipal clients.
3. Neither the designated attorneys nor the law firm currently represent any other local units of government having jurisdiction within or contiguous to the City of Dassel.
4. Neither the designated attorneys nor the law firm represent or have represented any labor unions in any context.
5. Neither the designated attorneys nor the law firm represent or have represented any party in a lawsuit brought against any Minnesota city or as defense attorneys for any criminal cases.

In the unlikely event that a conflict of interest was to arise in our representation of the City of Dassel, we would bring the conflict to the attention of the City immediately upon discovery. Should the conflict not be resolvable to the satisfaction of the City, Flaherty & Hood—based on the direction from the City—would either withdraw as legal counsel for the other client or assist Dassel in finding alternate legal counsel for such matter, as appropriate under the circumstances.

**Description of Insurance Coverage**



333 South Seventh Street, Suite 2200  
Minneapolis, MN 55402  
Phone: (612) 341-4530 || Fax: (800) 305-1510

Policy Number: 4001 34

**DECLARATIONS  
LAWYERS PROFESSIONAL LIABILITY POLICY  
CLAIMS-MADE and REPORTED**

THIS IS A CLAIMS-MADE AND REPORTED POLICY. IT APPLIES ONLY TO THOSE CLAIMS THAT ARE BOTH FIRST MADE AGAINST THE INSURED AND REPORTED IN WRITING TO MINNESOTA LAWYERS MUTUAL INSURANCE COMPANY ACCORDING TO THE NOTICE OF CLAIMS AND DISCIPLINARY PROCEEDINGS SECTION AND THE NOTICE OF POTENTIAL CLAIMS SECTION. PLEASE CAREFULLY REVIEW THIS POLICY IN ITS ENTIRETY.

**Item 1. Named Insured:** Flaherty & Hood, P.A.  
**Address:** 525 Park Street, Suite 470  
Saint Paul, MN 55103

**Item 2. Policy Period**      **Effective Date:** 9/1/2025      **to**      **Expiration Date:** 9/1/2026  
12:01 a.m. at the address of the Named Insured in Item 1.

**Item 3. Limits of Liability:**      \$2,000,000      **Per Claim**  
\$5,000,000      **Aggregate**

**Item 4. Deductible:**      \$25,000      **Per Claim**

**Item 5. Knowledge Date:** 9/1/1992

**Item 6. Premium:** \$40,389      **Number of Lawyers:** 19

**Item 7. Forms and Endorsements:**  
MLM-0019 (01-22) Prior Acts Retroactive Date Endorsement, MLM-0026 (01-22) Predecessor Firm Endorsement,  
MLM-0032 (01-22) Minnesota Changes Endorsement, MLM-0048 (01-22) Specific Entity Exclusion Endorsement,  
MLM-0064 (01-22) Individual Prior Acts Gap Exclusion Endorsement, MLM-2000 (01-22) COVERAGE FORM

**Item 8. Notice**  
The Insured shall give written notice of CLAIMS, DISCIPLINARY PROCEEDINGS, and/or POTENTIAL CLAIMS to:  
Minnesota Lawyers Mutual Insurance Company online at: [www.mlmins.com/insurance/claims-reporting](http://www.mlmins.com/insurance/claims-reporting); OR  
Minnesota Lawyers Mutual Insurance Company || 333 South Seventh Street, Suite 2200 || Minneapolis, MN 55402

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**

Roger Fellows, Secretary

Jennifer Shaw, Authorized Agent

Suzanne Robinson, President

## FEES AND EXPENSES – CITY ATTORNEY

Flaherty & Hood, P.A. is proposing to provide general counsel City Attorney legal services on an hourly basis pursuant to the fee schedule below. Flaherty & Hood, P.A. is open to negotiation and adjustment of this proposed fee arrangement in order to develop a fee arrangement that will best meet the City’s general counsel City Attorney legal service needs, including a monthly retainer.

<b>HOURLY FEES<sup>1</sup></b>		<b>2025–2026</b>
<b><i>General Municipal Matters</i></b> Advise and represent the government unit in civil legal matters not otherwise categorized as Labor and Employment, Environment <sup>2</sup> , Real Estate, or Litigation matters.	<b>Attorneys</b>	<b>\$210/hr.</b>
	<b>Paralegals</b>	<b>\$125/hr.</b>
	<b>Law Clerks</b>	<b>\$115/hr.</b>
<b><i>Labor and Employment Matters</i></b> Advise and represent the government unit in labor relations and employment matters.	<b>First 25 Hours</b>	<b>9/1/25–8/31/26</b>
	<b>Attorneys</b>	<b>\$170/hr.</b>
	<b>Analysts</b>	<b>\$145/hr.</b>
	<b>Paralegals</b>	<b>\$95/hr.</b>
	<b>Law Clerks</b>	<b>\$85/hr.</b>
	<b>Hours Over 25</b>	<b>9/1/25–8/31/26</b>
	<b>Attorneys</b>	<b>\$195/hr.</b>
	<b>Analysts</b>	<b>\$155/hr.</b>
	<b>Paralegals</b>	<b>\$105/hr.</b>
	<b>Law Clerks</b>	<b>\$95/hr.</b>
<b><i>Real Estate Matters</i></b> Advise and represent the government unit in real estate matters.	<b>Attorneys</b>	<b>\$220/hr.</b>
	<b>Paralegals</b>	<b>\$130/hr.</b>
	<b>Law Clerks</b>	<b>\$120/hr.</b>
<b><i>Litigation Matters</i></b> Advise and represent the government unit in contested matters, where no insurance coverage is otherwise available, including but not limited to: state or federal district court or appellate civil litigation; mediation; arbitration; administrative proceedings before state or federal agencies; and like proceedings.	<b>Attorneys</b>	<b>\$230/hr.</b>
	<b>Paralegals</b>	<b>\$140/hr.</b>
	<b>Law Clerks</b>	<b>\$130/hr.</b>
<b>Minimum Increment of Time Billed for Services</b>		<b>15 min.</b>

<sup>1</sup> Firm may utilize other professional staff at lower hourly rates as appropriate.

<sup>2</sup> Rates for environmental matters will be negotiated on a per case basis.

***Expenses:***

Additionally, reasonable expenses incurred by Flaherty & Hood, P.A. in providing legal services to the City shall be billed as incurred on a monthly basis, including but not limited to:

Travel time .....	50% of the applicable hourly rate
Mileage .....	Applicable I.R.S. rate
Black and white copies .....	15 cents/per page
Color copies .....	75 cents/per page
LexisNexis .....	As applicable to required usage
Fax.....	Actual cost
Long distance.....	Actual cost
Parking.....	Actual cost
Postage.....	Actual cost
Court costs/fees.....	Actual cost
Arbitration cost/fees.....	Actual cost
Contested case costs/fees .....	Actual cost
Expert costs/fees .....	Actual cost
Messenger .....	Actual cost

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## REFERENCES

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Flaherty & Hood has earned respect and credibility among key local and state officials and officers. We encourage you to contact any of the following clients to learn more about the services we provide:

**Chad Ubl**

City Manager  
City of Winona  
207 Lafayette Street, P.O. Box 378  
Winona, MN 55987-3533  
507-457-8234  
[cubl@ci.winona.mn.us](mailto:cubl@ci.winona.mn.us)

**Chris Dalton**

City Manager  
City of New Ulm  
100 North Broadway Street  
New Ulm, MN 56073-1716  
507-233-2121  
[ChrisD@newulmmn.gov](mailto:ChrisD@newulmmn.gov)

**Mike Roth**

City Administrator  
City of Grand Marais  
15 North Broadway, P.O. Box 600  
Grand Marais, MN 55604-0600  
218-387-1848  
[administrator@grandmarais.city](mailto:administrator@grandmarais.city)

**Ben Martig**

City Administrator  
City of Northfield  
801 Washington Street  
Northfield, MN 55057-2565  
507-645-3001  
[ben.martig@ci.northfield.mn.us](mailto:ben.martig@ci.northfield.mn.us)

**Leslie Valiant**

City Administrator  
City of Willmar  
333 – 6th Street SW, P.O. Box 755  
Willmar, MN 56201-3457  
320-235-4913  
[lvaliant@willmarmn.gov](mailto:lvaliant@willmarmn.gov)

**Shaunna Johnson**

City Administrator  
City of Waite Park  
19 – 13th Avenue North  
Waite Park, MN 56387-1066  
320-252-6822  
[shaunna.johnson@ci.waitepark.mn.us](mailto:shaunna.johnson@ci.waitepark.mn.us)

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## APPENDIX A: ATTORNEY RESUMES



**Chris Hood** is a shareholder attorney at Flaherty & Hood and has over 32 years of experience in representing Minnesota local governments in employment, administrative, annexation, environmental, municipal, and real estate matters. Chris serves as city attorney for the cities of Bemidji, Chisago City, Cold Spring, Fairmont, Grand Marais, Harris, Menahga, Moose Lake, Newport, North Branch, Northfield, Pequot Lakes, Pine City, St. Charles, and Winona. He is also special legal counsel for numerous cities throughout the state. Chris is a member of the Minnesota State Bar Association.

FLAHERTY & HOOD, P.A.

St. Paul, Minnesota

**Shareholder Attorney** – August 1993 to Present

Responsibilities include serving as city attorney or general counsel to numerous cities and other local governments, providing consultation, legal representation, and administrative agency representation for municipal clients before the District Court and state agencies including the Bureau of Mediation Services and Office of Administrative Hearings.

LARKIN, HOFFMAN, DALY & LINDGREN, LTD.

Bloomington, Minnesota

**Attorney** – March 1993 to July 1993

Independent contract researcher responsible for legal research and writing in the following areas: real estate (condemnation actions, easements); corporate law; civil procedure; and employment law (Title VII disability discrimination, successor liability, sexual harassment).

GRANNIS, GRANNIS, HAUGE, EIDE, ANDERSON & KELLER, P.A.

Eagan, Minnesota

**Internship** – February 1992 to May 1992

Observed and participated in all aspects of the prosecution of misdemeanors. Observed and negotiated plea bargains in order to foster settlements in arraignments and pre-trial conferences.

ST. LOUIS COUNTY ATTORNEY'S OFFICE

Duluth, Minnesota

**Law Clerk** – June 1990 to August 1990

Researched and analyzed federal and state law and treaties with respect to hunting and fishing rights for potential application within Minnesota. Compiled and summarized findings and research into legal memoranda for county authorities.

### EDUCATION

William Mitchell College of Law

St. Paul, Minnesota

Juris Doctor

1992

University of Minnesota

Duluth, Minnesota

Bachelor, Business Administration in Finance

1989

### BAR ADMISSIONS

Minnesota

1992

United States District Court, District of Minnesota

2007



**Robert Scott** is a shareholder attorney at Flaherty & Hood. Robert is the firm’s lead litigation attorney, having represented clients in complex civil litigation in federal and state courts and administrative agencies. Robert serves as city attorney for the cities of Cold Spring, Le Sueur, Little Falls, New Ulm, Waite Park, and Willmar, as general counsel for Willmar Municipal Utilities, as assistant city attorney to the firm’s other city attorney clients, and as special legal counsel to numerous local governments throughout the state. Among his concentrations are municipal law, real estate, economic development, land use, annexation, eminent domain, public utilities, and environmental law. Robert is a member of the

Minnesota State Bar Association’s Civil Litigation and Public Law sections.

FLAHERTY & HOOD, P.A.

St. Paul, Minnesota

**Shareholder Attorney** – November 2007 to Present

Responsibilities include providing consultation, legal representation, and administrative agency representation for municipal clients before the District Court and state agencies including the Bureau of Mediation Services and Office of Administrative Hearings.

WATERS & SCOTT, PLLP

Minneapolis, Minnesota

**Attorney/Partner** – January 2005 to June 2007

Practiced all aspects of civil litigation, including discovery, motion practice, and trial practice, specializing in residential construction defect litigation and small business litigation; briefed and successfully argued cases in both the 8<sup>th</sup> Circuit Court of Appeals and the Minnesota Court of Appeals; represented clients at mediation and arbitration hearings; and negotiated numerous settlements on behalf of clients.

THOMAS A. FOSTER & ASSOCIATES, LTD.

Minneapolis, Minnesota

**Associate Attorney** – November 2003 to December 2004

Practiced in the areas of residential construction defect, insurance defense, landlord-tenant, and general civil litigation, participating in all aspects of civil litigation and appeals.

**Law Clerk** – June 2001 to October 2003

Conducted legal research; drafted legal memoranda, pleadings, and other documents; provided litigation support; interviewed clients and witnesses; performed case investigations.

**EDUCATION**

William Mitchell College of Law

St. Paul, Minnesota

Juris Doctor, *cum laude*

2003

University of Michigan

Ann Arbor, Michigan

B.A., English & Communications

2000

**BAR ADMISSIONS**

Minnesota

2003

Wisconsin

2004

United States District Court, District of Minnesota

2004

United States Court of Appeals, 8th Circuit

2006



**David Assaf** is an associate attorney at Flaherty & Hood, P.A., practicing in the areas of municipal law, land use law, and administrative law matters. While in law school, David was the 3L Student Director of his institution’s Environmental Law Moot Court and earned the Dorothy O. Lareau Award for Best 1L Legal Writing Brief.

FLAHERTY & HOOD, P.A. St. Paul, Minnesota

**Associate Attorney** – March 2023 to present

Advises cities and other local governments in the areas of municipal law, land use law, eminent domain, and administrative law matters.

HONORABLE THERESA M. NEO Duluth, Minnesota

**Judicial Law Clerk** – July 2021 to March 2023

Drafted court orders and jury instructions; conducted legal research and prepared legal memoranda; and evaluated oral arguments and analyzed written submissions to develop recommendations in civil and criminal matters.

MINNESOTA DEPARTMENT OF COMMERCE St. Paul, Minnesota

**Remote Legal Intern** – January 2021 to April 2021

Prepared multiple forms of legal research and writing; drafted published agency guidance; assisted with the application of regulations; presented work product in department meetings; and attended public meetings.

BRAATEN LAW FIRM Bismarck, North Dakota

**Law Clerk** – May 2020 to March 2021

Conducted legal research and prepared memoranda involving eminent domain, oil and gas, and environmental law, including NEPA matters; and drafted and proofread documents and letters for filing in state and federal court.

KENNEDY & GRAVEN, CHARTERED Minneapolis, Minnesota

**Law Clerk** – September 2019 to December 2019

Researched and prepared legal memoranda addressing election law, eminent domain, and other issues of concern for municipalities, townships, and school districts for litigation and municipal law practice groups.

CITY OF DULUTH ATTORNEY’S OFFICE Duluth, Minnesota

**Legal Intern, Certified Student Attorney** – June 2019 to August 2019

Represented City of Duluth in District Court; negotiated plea agreements with defense attorneys and pro se defendants at arraignment and pre-trial hearings; and conducted legal research for civil division and prepared memoranda addressing municipal matters.

**EDUCATION**

University of Minnesota Law School Minneapolis, Minnesota  
Juris Doctor, *cum laude* 2021

Ohio Wesleyan University Delaware, Ohio  
B.A., Classics 2011

**BAR ADMISSIONS**

Minnesota 2021



**Mike Flaherty** is a shareholder at Flaherty & Hood. Since graduating from Luther College in 2005, he has been employed as an English as a Second Language teacher, legislative assistant, law clerk, and associate attorney. Mike is the city attorney for the cities of Altura, Caledonia, Eyota, Goodview, Kellogg, Lakefield, Lewiston, Minnesota City, Oronoco, Plainview, Rollingstone, Rushford, Wabasha, and Zumbrota. His law practice focuses on municipal law, real estate law, and litigation, including criminal prosecution. Outside of work, Mike enjoys the outdoors and spending time with his wife, Erin, and their dog, Dexter.

FLAHERTY & HOOD, P.A.

St. Paul, Minnesota

**Shareholder Attorney** – April 2011 to Present

Responsibilities include providing consultation, legal representation, and administrative agency representation for municipal clients, as well as prosecution of misdemeanors, petty misdemeanors, and select gross misdemeanor cases for the cities of Winona and Wabasha.

LAW OFFICE OF MICHAEL B. DAUGHERTY

St. Paul, Minnesota

**Law Clerk** – October 2009 to December 2010

Analyzed underlying title commitment documents to determine flaws in potential commercial real estate purchases. Reviewed commercial lease agreements for property investment firm to assess the risks associated with potential purchases. Assisted lead attorney and property investment firm in resolving issues that arise at individual properties. Assisted lead attorney in managing limited liability corporations and other business holdings of professional athletes.

WALSH & GAERTNER P.A.

St. Paul, Minnesota

**Law Clerk** – June 2008 to August 2009

Interviewed clients and witnesses and prepared summaries for attorneys. Prepared court documents for attorneys including motions for summary judgment and default judgment. Researched legal issues and prepared memorandums for attorneys. Communicated with insurance adjusters in order to obtain documents related to client files.

FLAHERTY & HOOD, P.A.

St. Paul, Minnesota

**Legislative Assistant** – June 2006 to August 2007

Lobbied legislators about client issues, specifically in the areas of environmental regulations and tax increment financing. Attended meetings with Minnesota city officials to report lobbying efforts at the state Capitol and address client concerns. Wrote client communications pieces, including a weekly newsletter on activities at the state Capitol.

**EDUCATION**

William Mitchell College of Law

St. Paul, Minnesota

Juris Doctor

2011

Luther College

Decorah, Iowa

B.A., Political Science major, English minor

2005

**BAR ADMISSIONS**

Minnesota

2011



**Brandon Fitzsimmons** is a shareholder attorney at Flaherty & Hood. Brandon concentrates his law practice in advising, representing, and providing analysis for numerous municipal clients in public employment and labor relations matters, such as, grievance, labor contract, unit determination, unemployment insurance, litigation, and disciplinary and performance matters; conducting internal employment investigations and organizational reviews; responding to various labor and employment inquiries; monitoring and summarizing settlement and arbitration data; and drafting labor contracts, personnel policies, administrative manuals, and grievance settlements. He is a member of the National and Minnesota Public Employer Labor Relations Associations (NPELRA & MPELRA), the Society for Human Resources Management (SHRM), and the Labor and Employment Law, Public Law and Administrative Law Sections of the Minnesota State Bar Association.

In addition to his public employment and labor relations practice, Brandon also provides legal and advocacy services in the areas of data practices and administrative, municipal, and open meeting law.

FLAHERTY & HOOD, P.A. St. Paul, Minnesota  
**Shareholder Attorney** – June 2004 to Present  
 Responsibilities include providing consultation, legal representation, and administrative agency representation for municipal clients before the District Court and state agencies including the Minnesota Bureau of Mediation Services and Office of Administrative Hearings.

HONORABLE RENEE L. WORKE Waseca, Minnesota  
**Judicial Clerk** – August 2003 to May 2004  
 Researched, consulted, and wrote orders and memorandums for Chief Judge and other Third Judicial District judges in south central Minnesota. Ran conciliation court settlement conference hearings and facilitated settlement agreements.

ROBERT WILSON & ASSOCIATES Minneapolis, Minnesota  
**Law Clerk** – July 2002 to February 2003  
 Drafted pleadings, motions to the court, and settlement offers in civil, workers’ compensation, and criminal matters. Prepared and organized files and consulted with clients for mediation, arbitration, and trial in personal injury matters.

**EDUCATION**

William Mitchell College of Law St. Paul, Minnesota  
 Juris Doctor 2003

Creighton University Omaha, Nebraska  
 B.A., Political Science with Distinction, *cum laude* 2000

**BAR ADMISSIONS**

Minnesota 2003  
 United States District Court, District of Minnesota 2007



**Chad H. Arnesen** is a senior attorney at Flaherty & Hood, P.A., practicing primarily in the areas of municipal and labor and employment law, with an emphasis on civil and administrative litigation. The flagstone to Chad’s practice is his strong background and dedication to public service, having represented federal, state, and local government entities as a licensed attorney. In addition to his work with Flaherty & Hood, Chad currently serves as a Judge Advocate Officer with the Minnesota Army National Guard and is a Veteran of Operations Enduring Freedom and New Dawn.

FLAHERTY & HOOD, P.A.

St. Paul, Minnesota

**Senior Attorney** – July 2025 to present

**Associate Attorney** – December 2020 to February 2022

Advises and advocates for local governments in the areas of civil municipal law and labor and employment law. Represents clients before the state courts and administrative bodies in a variety of matters with an emphasis on civil and administrative litigation. Advocates to create favorable and efficient solutions to resolve matters relating to municipal disputes, labor agreements, and public employee misconduct.

MINNESOTA ARMY NATIONAL GUARD

St. Paul, Minnesota

**Judge Advocate Officer** – July 2019 to Present

Provide principled counsel to commanders and staff of the Minnesota Army National Guard, with primary experience in administrative law and litigation.

DEPARTMENT OF THE ARMY

USAG Humphreys, South Korea

**Chief Attorney, Civil Law Division** – April 2024 to May 2025

**Labor and Employment Attorney** – February 2022 to April 2024

Served as the senior civilian attorney for a 3-Star U.S. Army Command with over 1,000 employees, advising on civil and labor and employment issues. Issued counsel and legal analysis on employment investigations involving allegations of administrative misconduct and procurement fraud. Provided first chair litigation advocacy before federal administrative courts.

BOWMAN AND BROOKE, LLP

Minneapolis, Minnesota

**Associate Attorney** – September 2018 to December 2020

Conducted legal analysis and representation in complex product liability and personal injury defense cases, with emphasis on motions practice and discovery. Representation included matters of several state and federal courts.

**EDUCATION**

Mitchell Hamline University School of Law  
Juris Doctor

St. Paul, Minnesota  
2018

University of Minnesota  
B.A., Sociology

Minneapolis, Minnesota  
2008

**BAR ADMISSIONS**

Minnesota

2018



**Robert Kringler** is an associate attorney at Flaherty & Hood, P.A., practicing in the areas of municipal law, land use and development law, real estate law, contract law, and administrative law matters. He previously served as a judicial law clerk for the Honorable Daniel Moreno at the Hennepin County District Court, following his work as a legal resident with Minnesota Supreme Court Justice Paul Thissen. While in law school, Robert was a certified student attorney with the Ramsey County Attorney’s Office and an articles editor for Volume 48 of the Mitchell Hamline Law Review.

FLAHERTY & HOOD, P.A. St. Paul, Minnesota

**Associate Attorney** – July 2023 to present

Advises cities and other local governments in the areas of municipal law, land use and development law, real estate law, contract law, and administrative law matters.

HONORABLE DANIEL C. MORENO Minneapolis, Minnesota

**Judicial Law Clerk** – August 2022 to July 2023

Wrote, researched, and edited judicial orders; ran jury trials and contested hearings; managed a busy judicial calendar; oversaw scheduling and file management; and supervised and trained legal externs.

MINNESOTA SUPREME COURT St. Paul, Minnesota

**Legal Resident** – January 2022 to May 2022

Completed legal research; drafted memoranda on various issues, including analyzing the impact of U.S. Supreme Court decisions on Minnesota; and observed oral arguments.

RAMSEY COUNTY ATTORNEY’S OFFICE St. Paul, Minnesota

**Certified Student Attorney** – June 2021 to January 2022

Covered first appearance and omnibus calendars in criminal felony court on behalf of the office; took pleas, argued bail, and probable cause; gained extensive virtual courtroom experience; and appeared on the record in nearly 400 cases.

MITCHELL HAMLIN LAW REVIEW St. Paul, Minnesota

**Articles Editor** – March 2021 to June 2022

Managed article solicitation and selection; oversaw associate editing process, including multiple rounds of authority checks and proofs; and completed final edits before publication.

MINNESOTA STATE SENATE St. Paul, Minnesota

**Legislative Assistant** – January 2017 to August 2019

Worked in the office of Senator Kent Eken; managed constituent services and communications, bill and amendment drafting, tracking legislation and committee work.

**EDUCATION**

Mitchell Hamline School of Law St. Paul, Minnesota  
Juris Doctor, *magna cum laude* 2022

North Dakota State University Fargo, North Dakota  
B.S., History, *cum laude* 2016

**BAR ADMISSIONS**

Minnesota 2022



**Morgan Azbill** is an associate attorney at Flaherty & Hood, P.A., practicing in the areas of municipal law and labor and employment law. She provides legal consultation for public entities on labor relations, employment law, and municipal law compliance. Morgan earned her Bachelor of Arts at the University of Minnesota, Twin Cities, and her J.D. Certificate from the University of St. Thomas School of Law.

FLAHERTY & HOOD, P.A. St. Paul, Minnesota

**Associate Attorney** – November 2023 to present

Advises cities and other local governments in the areas of municipal law, labor relations, employment law, and human resources matters.

THOMPSON, COE, COUSINS & IRONS, LLP St. Paul, Minnesota

**Associate Attorney** – 2022 to November 2023

Conducted extensive research, writing, discovery, and motion practice representing employer and executives in employment litigation. Drafted workplace employment policies, agreements, and reports. Researched issues such as Title VII, ADA, MHRA, and provided ongoing legal guidance to employers and employees.

FIELDS LAW FIRM Minnetonka, Minnesota

**Associate Attorney** – 2020 to 2022

Handled high-volume case load primarily in Federal ERISA Disability litigation, Social Security Disability, Personal Injury, and Fair Credit Reporting Act matters. Duties included discovery and motion practice, negotiating favorable settlement agreements, and drafting successful appeals and legal briefs.

GURSTEL LAW FIRM Golden Valley, Minnesota

**Associate Attorney** – 2019 to 2020

Services included extensive legal research, writing, and drafting of complex legal motions. Represented clients in all stages of the litigation process. Negotiated settlements on behalf of, and in the best interest of, clients.

MESHBESHER & SPENCE St. Paul, Minnesota

**Law Clerk** – 2017 to 2019

Conducted legal research, writing, and drafting on behalf of all of the attorneys in the firm. Interviewed clients, investigated cases, and questioned witnesses. Worked side by side with experienced attorneys to assist them in all stages of the litigation process.

**EDUCATION**

University of St. Thomas School of Law Minneapolis, Minnesota  
Juris Doctor 2019

University of Minnesota, Twin Cities Minneapolis, Minnesota  
Bachelor of Arts 2016

**BAR ADMISSIONS**

Minnesota 2019  
Hennepin and Ramsey Counties 2019



**Gavin Keogh** is an associate attorney at Flaherty & Hood, P.A., practicing in the areas of municipal law and labor and employment law. He previously served as an associate attorney at Knutson, Flynn & Deans, P.A., after earning his juris doctor from the University of Arizona James E. Rogers College of Law. While in law school, Gavin served as a legal intern for both the private and public sectors, gaining experience in areas ranging from unemployment fraud to nationwide drug traffic conspiracies.

FLAHERTY & HOOD, P.A. St. Paul, Minnesota  
**Associate Attorney** – September 2025 to present  
 Advises cities and other local governments in the areas of municipal law and labor and employment law.

KNUTSON, FLYNN & DEANS, P.A. Mendota Heights, Minnesota  
**Associate Attorney** – May 2024 to September 2025  
 Represented public school districts across the State of Minnesota. Provided legal support to school districts regarding navigating various legal issues such as data privacy, public meeting laws, special education, employment and labor disputes, policy compliance, and constitutional issues.

THE UNIVERSITY OF ARIZONA JAMES E. ROGERS COLLEGE OF LAW Tucson, Arizona  
**Bar & Academic Success Fellow** – June 2023 to May 2024  
 Provided guidance and resources for students preparing for the bar exam, collaborating with the Bar & Academic Success team.

MARTIN & BONNETT PLLC Phoenix, Arizona  
**Legal Intern** – May 2023 to August 2023  
 Drafted documents for individual cases and class action lawsuits at an employee-side employment law firm, managing client intake and communications. Assisted attorneys with case research and trial preparation in federal court.

ARIZONA ATTORNEY GENERAL’S OFFICE, SOUTHERN ARIZONA Tucson, Arizona  
**White Collar & Criminal Enterprise Section: Legal Intern** – June 2022 to May 2023  
 Supported prosecutors in white collar crime cases, including theft, forgery, and drug trafficking, from evidence analysis to appearing in court. Served as second chair in a felony trial in October 2022, presenting opening statements and conducting direct examinations.

**EDUCATION**

University of Arizona James E. Rogers College of Law Tucson, Arizona  
 Juris Doctor 2024

University of Wisconsin – Madison Madison, Wisconsin  
 B.S., Rehabilitation Psychology 2020

**BAR ADMISSIONS**

Minnesota 2024



**Mia Benson** is an associate attorney at Flaherty & Hood, P.A., practicing in the area of municipal law and serving cities across Greater Minnesota. She previously served as a law clerk for the Honorable Judge Elise Larson at the Minnesota Court of Appeals, after earning her juris doctor from Mitchell Hamline School of Law. While in law school, Mia served as a legal intern for the Legal Department of the Office of Governor Walz and Lieutenant Governor Flanagan, where she gained experience preparing a wide range of executive orders, memoranda, data requests, and other legal communications.

FLAHERTY & HOOD, P.A. St. Paul, Minnesota

**Associate Attorney** – September 2025 to present

Advises cities and other local governments in the areas of municipal law.

HONORABLE ELISE LARSON, MINNESOTA COURT OF APPEALS St. Paul, Minnesota

**Law Clerk** – August 2024 to September 2025

Composed near-weekly bench memoranda providing the necessary context for novel legal issues and analyzing both parties’ positions to arrive at a recommended disposition. Engaged in a collaborative opinion-drafting process involving multiple rounds of drafts and recommendations as to whether to adopt suggested edits from reviewing judges. Facilitated oral argument by serving as Courtroom Marshall.

MITCHELL HAMLINE SCHOOL OF LAW St. Paul, Minnesota

**Legal Writing Assistant** – August 2023 to April 2024

Provided one-on-one instruction to first-year students as to legal writing and research. Reviewed students’ memoranda for correct use of analogical and rule-based reasoning. Led supplemental workshops on topics pertinent to legal writing, including syntax and grammar.

NICHOLS KASTER, PLLP Minneapolis, Minnesota

**Wage & Hour Group Law Clerk** – June 2023 to April 2024

Researched and prepared memoranda on wage and hour law issues, such as compliance with the FLSA and state statutory analogues, collective certification, and class certification. Drafted, edited, and cite-checked federal court documents, including motions for conditional collective certification, final collective certification, and oppositions to motions for decertification. Contributed to CLE papers detailing developments in judicial interpretation of the FLSA.

OFFICE OF GOVERNOR WALZ & LIEUTENANT GOVERNOR FLANAGAN Minneapolis, Minnesota

**Legal Department: Legal Intern** – January 2023 to May 2023

Researched and prepared memoranda assessing the legal vulnerability of proposed bills. Communicated developments in legal actions of interest to the Governor’s Office through daily written updates circulated to Governor Walz and Lieutenant Governor Flanagan. Analyzed data requests to ensure compliance with the Minnesota Government Data Practices Act.

**EDUCATION**

Mitchell Hamline School of Law St. Paul, Minnesota  
Juris Doctor 2024

University of Minnesota – Twin Cities Minneapolis, Minnesota  
B.A., English 2020

**BAR ADMISSIONS**

Minnesota 2024

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## APPENDIX B: CURRENT & NON-CURRENT CLIENTS

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The following list includes Flaherty & Hood’s current, and non-current, clients along with a summary of the services provided to each.

CITY OF ALBANY

Environmental wastewater permit issues.

CITY OF ALBERT LEA

Public Utilities Commission electric service ratemaking matter.

CITY OF ALEXANDRIA

Negotiating and drafting orderly annexation agreement.

ALEXANDRIA LAKE AREA SANITARY DISTRICT (ALASD)

Public labor and employee relations issues; environmental wastewater permit issues, including Total Maximum Daily Load (TMDL) regulation and state agency representation and representation before the Minnesota court of appeals and Supreme Court.

CITY OF ALTURA

City attorney.

CITY OF BAGLEY

Public labor and employee relations issues.

CITY OF BAUDETTE

Public labor and employee relations issues.

CITY OF BEAVER CREEK

General municipal representation.

CITY OF BECKER

Environmental wastewater permit issues, including Notice of Violation, review and analysis of wastewater services agreement with significant industrial user, and state agency representation.

CITY OF BEMIDJI

City attorney; annexation and land use issues, including negotiation and drafting a settlement agreement in a contested annexation proceeding.

CITY OF BENSON

General municipal representation on annexation and land use; competitive bidding and regulatory matters; public labor and employee relations issues.

CITY OF BLUE EARTH

Public labor and employee relations issues.

BLUE EARTH LIGHT & WATER

Public labor and employee relations issues.

CITY OF BRAINERD

Public labor and employee relations issues.

CITY OF BRECKENRIDGE

General municipal representation; public labor and employee relations issues.

CITY OF BREEZY POINT  
Annexation and land use issues, including a Chapter 414 detachment proceeding.

CITY OF BREWSTER  
General municipal and environmental representation.

CITY OF CALEDONIA  
City attorney.

CITY OF CANBY  
Public labor and employee relations issues.

CITY OF CHISAGO CITY  
City attorney; annexation and land use issues, including representation before the Office of Administrative Hearings, district court, and court of appeals in two separate contested annexation cases.

CITY OF CLOQUET  
Review and analysis of orderly annexation issues; public labor and employee relations issues, including personnel policy drafting, personnel disciplinary matters, grievance responses, and grievance arbitrations.

CLOQUET AREA FIRE DISTRICT  
Public labor and employee relations issues.

COALITION OF GREATER MINNESOTA CITIES (CGMC)  
General legal representation, including as an organizational plaintiff in environmental appellate litigation and administration of a committee on public labor relations and employment issues, in addition to legislative representation on property tax, annexation and land use, economic development, transportation, environmental issues, and general media relations representation.

COALITION OF UTILITY CITIES (CUC)  
Representation on electric utility taxation issues for host communities and general legal representation regarding joint powers entity and regulatory issues.

CITY OF COKATO  
Environmental wastewater permit issues.

CITY OF COLD SPRING  
City attorney.

CITY OF CROOKSTON  
Public labor and employee relations issues, including employment investigations, grievance responses, advice on reorganization, fitness-for-duty issues, and interest arbitration.

CITY OF DAWSON  
Contested case hearing representation.

CITY OF DETROIT LAKES  
Public labor and employee relations issues, including labor contract review and drafting and advice regarding grievance responses and labor contract negotiations.

DOVER, EYOTA, ST. CHARLES SANITARY DISTRICT  
General counsel; public labor and employee relations issues.

DULUTH SEAWAY PORT AUTHORITY

Legislative and legal representation on tax increment financing, tax abatement, corporate subsidy, JOBZ, and public finance issues.

CITY OF EAST GRAND FORKS

Public labor and employee relations issues, including employment investigation, grievance responses, and labor contract review, drafting, and negotiations; data practices responses.

CITY OF ELY

Public labor and employee relations issues.

CITY OF EYOTA

City attorney.

CITY OF FAIRMONT

City attorney.

CITY OF FARIBAULT

Public labor and employee relations issues, including labor contract review and drafting and labor contract negotiations; environmental wastewater permit issues and state agency and appellate court representation; tax increment financing issues.

CITY OF FERGUS FALLS

Public labor and employee relations issues, including grievance responses, advice on labor contract negotiations, a grievance arbitration, and a contested case hearing; contested annexation hearing, negotiating and drafting orderly annexation agreements, settlement agreements, ordinances; and municipal bonding issues.

CITY OF FOREST LAKE

Annexation and land use issues, including representation in a contested annexation matter before the Office of Administrative Hearings.

CITY OF GLENCOE

Public labor and employee relations issues, including employment investigation, grievance responses, and labor contract drafting; environmental wastewater permit issues; Notice of Violation; state agency representation before the Minnesota Pollution Control Agency.

CITY OF GLENWOOD

Public labor and employee relations issues; annexation issues, including general legal advice, memoranda, and ordinance drafting.

CITY OF GOODVIEW

City attorney; public labor and employee relations issues.

CITY OF GRAND MARAIS

City attorney; public labor and employee relations issues; development and land use issues; data practices and open meeting law; litigation; environmental wastewater permit issues.

CITY OF GRAND RAPIDS

Environmental wastewater permit issues.

CITY OF GRANITE FALLS

Land use and code enforcement issues encompassing complex jurisdictional questions and sensitive community relations.

CITY OF HARRIS  
City attorney.

CITY OF HIBBING  
Public labor and employee relations issues, including review of finance department procedures and practices and grievance responses.

HIGHWAY 14 PARTNERSHIP  
Legislative representation on transportation funding issues.

CITY OF HINCKLEY  
Public labor and employee relations issues, including labor contract review and drafting and advice on labor contract negotiations; annexation and land use issues, including drafting and negotiation of an intergovernmental orderly annexation agreement with a township and developer.

CITY OF INTERNATIONAL FALLS  
Annexation and land use issues; environmental permit issues and state agency representation.

ITASCA COUNTY  
General municipal and legislative representation.

CITY OF JANESVILLE  
Public labor and employee relations issues; orderly annexation agreement and ordinances.

CITY OF JENKINS  
General legal representation.

KANDIYOHI COUNTY  
Public labor and employee relations issues.

CITY OF KELLOGG  
City attorney.

KOOCHICHING COUNTY  
Legislative representation on bonding and economic development issues.

CITY OF LA CRESCENT  
Public labor and employee relations issues, including departmental investigation and review, grievance analysis and responses, and representation in interest and grievance arbitrations; general municipal and legal compliance memoranda; environmental review and regulatory matters; annexation and land use issues, including drafting and negotiation of an intergovernmental orderly annexation agreement in settlement of a contested case.

LAKE BYLLESBY CITIES  
Joint assistance to the cities of Faribault, Northfield, and Owatonna regarding site-specific nutrient standards and water quality modeling of Lake Byllesby.

CITY OF LAKE CITY  
Public labor and employee relations issues.

CITY OF LAKEFIELD  
City attorney.

CITY OF LE SUEUR

City attorney; annexation and land use and Charter interpretation appeal; environmental permit issues.

CITY OF LEWISTON

City attorney; public labor and employee relations issues.

CITY OF LINDSTROM

Annexation and land use and eminent domain.

CITY OF LITTLE FALLS

City attorney; representation regarding constitutionality of special law; representation and advice on contested annexation issues and negotiating and drafting orderly annexation agreement in settlement of a contested case.

CITY OF LUVERNE

General municipal representation; advice on process and representation in eminent domain proceeding in district court; advice and drafting orderly annexation agreement and ordinances; economic development regarding sales tax, municipal hospital, and tax increment financing; public labor and employee relations issues; environmental issues.

CITY OF MADISON

Public labor and employee relations issues.

CITY OF MAGNOLIA

General municipal representation.

CITY OF MANKATO

Development of intergovernmental wastewater services interconnection agreement with city of Eagle Lake; drafting and negotiating orderly annexation agreements with Mankato and Lime townships; municipal bonding issues; wastewater permitting and environmental issues.

CITY OF MARSHALL

Public labor and employee relations issues, including grievance advice and responses, advice on labor negotiations, and legal compliance with FMLA and ADA; annexation and land use issues, including drafting orderly annexation agreement and ordinances; environmental wastewater permit issues.

CITY OF MELROSE

Public labor and employee relations issues, including labor contract drafting and negotiations, grievance advice and responses, legal compliance research and memoranda including FLSA compliance, and review and drafting personnel policies.

CITY OF MENAUGA

City attorney; public labor and employee relations issues.

STATE OF MINNESOTA

Employment investigations.

MINNESOTA ASSOCIATION OF REHABILITATION PROVIDERS (MARP)

Legislative and administrative agency representation on workers' compensation issues.

CITY OF MINNESOTA CITY

City attorney.

MINNESOTA ENVIRONMENTAL SCIENCE AND ECONOMIC REVIEW BOARD (MESERB)

General municipal representation regarding joint powers functions, governance, research of environmental and other wastewater issues, administrative agency representation, and advocacy regarding wastewater and other environmental issues impacting municipal wastewater treatment facilities.

MINNESOTA RIVER VALLEY PUBLIC UTILITIES COMMISSION (MRVPUC)

Research related to sanitary sewer districts and choice of entity, general counsel, and litigation concerning environmental wastewater permit issues.

MISSOURI RIVER ENERGY SERVICES (MRES)

Minnesota legal counsel on general governance issues and application of Minnesota public laws and municipal electric utility issues including transmission and power plant siting; legislative and administrative agency representation on electric regulation issues including climate change, conservation, and renewable and community-based energy development.

CITY OF MONTEVIDEO

Annexation and land use issues; environmental wastewater permit issues and state agency representation.

CITY OF MONTGOMERY

Public labor and employee relations issues.

CITY OF MONTICELLO

Annexation and land use issues, including negotiating and drafting intergovernmental orderly annexation agreement with Monticello Township in settlement of a contested case matter.

CITY OF MOORHEAD

Public labor and employee relations issues, including grievance advice and responses, contested hearings before the Bureau of Mediation Services veterans preference hearing board, labor negotiations advice, and legal compliance advice and memoranda; economic development issues including border city development zones; municipal bonding issues; annexation and land use issues, including legal advice and drafting orderly annexation agreements and ordinances.

MOORHEAD PUBLIC UTILITIES COMMISSION

Public labor and employee relations issues including representation and settlement of a multi-union unit clarification proceeding; environmental regulatory and permit issues.

CITY OF MOOSE LAKE

City attorney; public labor and employee relations issues.

CITY OF MORA

Annexation and land use issues, including mediation and negotiating and drafting orderly annexation agreement in settlement of a contested case matter; environmental issues and state agency representation before the Minnesota Pollution Control Agency.

CITY OF MORRIS

Annexation and land use issues including mediation and negotiating and drafting orderly annexation agreement in settlement of a contested case matter.

CITY OF NEVIS

Public labor and employee relations issues.

CITY OF NEW ULM

City attorney; environmental wastewater permit issues and state agency representation before the Minnesota Pollution Control Agency.

CITY OF NEWPORT

City attorney.

NORMAN COUNTY

Formation of a rural water district and establishment of public water system.

CITY OF NORTH BRANCH

City attorney.

CITY OF NORTH MANKATO

General municipal representation.

CITY OF NORTHFIELD

City attorney; public labor and employee relations issues; development and land use issues; data practices and open meeting law; development of intergovernmental sewer contract; drafting and negotiating orderly annexation agreements; wastewater regulatory issues.

NORTHWEST SERVICE COOPERATIVE

Research and legal memoranda regarding competitive bidding and asbestos abatement.

NORTHWEST SUBURBS CABLE COMMUNICATIONS COMMISSION (NWSCCC)

Representation regarding corporations created by political subdivisions and telecommunications.

CITY OF ORONOCO

City attorney.

CITY OF OSAKIS

City attorney; environmental wastewater permit issues and contested case.

CITY OF OWATONNA

Public labor and employee relations issues, including labor contract drafting and negotiations, personnel policy review, interest and grievance arbitrations, hiring audit, and data practices responses; environmental wastewater permit issues and state agency and appellate court representation.

CITY OF PARK RAPIDS

General municipal compliance issues; public labor and employee relations issues, including personnel policies review and drafting, labor contract negotiations, and representation in interest arbitration; tax abatement and corporate subsidy policy; economic development and developer agreements; research and advice memoranda and correspondence regarding open meeting law and data practices compliance; real estate transactions and drafting easement agreements; variances and vacation of right-of-way; eminent domain process and representation; assessment process and appeals; HRA representation; drafting ordinances and resolutions; contract litigation in district court; code enforcement; annexation and land use issues including mediation and negotiating and drafting orderly annexation agreement in settlement of contested case matter.

CITY OF PELICAN RAPIDS

Public labor and employee relations issues.

CITY OF PEQUOT LAKES  
City attorney; public labor and employee relations issues.

CITY OF PERHAM  
Public labor and employee relations issues; annexation and land use issues including ordinance and appellate representation.

CITY OF PINE CITY  
City attorney; public labor and employee relations issues.

CITY OF PINE RIVER  
Annexation and land use issues, including mediation, contested case hearing representation before the Office of Administrative Hearings, and district court representation; public labor and employee relations issues, including labor contract drafting and negotiations and legal compliance.

CITY OF PLAINVIEW  
City attorney; public labor and employee relations issues.

CITY OF PRINCETON  
Annexation and land use issues, including a detachment proceeding; job classification and compensation study.

CITY OF RED WING  
Environmental wastewater permit issues, biosolids, and state agency representation before the Minnesota Pollution Control Agency.

CITY OF REDWOOD FALLS  
Public labor and employee relations issues.

CITY OF ROCHESTER  
Annexation and land use issues, including legal advice and compliance and drafting orderly annexation agreements and ordinances; public labor and employee relations issues.

CITY OF ROLLINGSTONE  
City attorney.

CITY OF RUSHFORD  
City attorney.

CITY OF ST. CHARLES  
City attorney; annexation and land use issues, including ordinance drafting; public labor and employee relations issues.

CITY OF ST. CLOUD  
Administrative representation regarding contested case hearing on wastewater permit issues, including representation before the Minnesota Pollution control Agency, Office of Administrative Hearings, and the Minnesota Court of Appeals; negotiation and drafting wastewater service interconnection agreement with five neighboring cities; annexation issues including orderly annexation agreement advice and drafting; municipal bonding issues.

CITY OF ST. JAMES  
Public labor and employee relations issues; environmental wastewater permit issues and state agency representation.

CITY OF ST. JOSEPH  
Public labor and employee relations issues.

CITY OF ST. MICHAEL/FRANKFORT TOWNSHIP  
Annexation and land use issues, including negotiation and drafting a four-party orderly annexation agreement (St. Michael, Albertville, Otsego, and Frankfort Township) resulting in the merger of St. Michael and Frankfort Township in settlement of a contested case matter.

CITY OF SARTELL  
General municipal including ordinance review and drafting; contract litigation; public labor and employee relations issues, including a discipline process audit and amendment of personnel policies, department head training, and discipline and discharge advice and proceedings; real estate transactions and easement and right-of way agreement; drafting intergovernmental sewer agreement; representation in eminent domain proceedings; assessment appeals; environmental review issues, including review and analysis of Wetlands Conservation Act issues and process, legal advice, and document drafting regarding a petition for an environmental assessment worksheet (EAW) and review and development of findings of fact for an Alternative Urban Areawide Review (AUAR).

CITY OF SAUK CENTRE  
Annexation and land use issues, including orderly annexation agreements and ordinances.

CITY OF SAVAGE  
Legislative representation on environmental and bonding issues.

CITY OF SLAYTON  
Public labor and employee relations issues; environmental wastewater permit issues and state agency representation.

CITY OF STAPLES  
Public labor and employee relations issues, including labor contract drafting and negotiations; annexation and land use issues, including negotiation and drafting orderly annexation agreement in settlement of contested case matter and resulting in the development of a new community hospital; eminent domain representation and process; drafting easement agreements; research and memoranda regarding intergovernmental utility extension and right-of-way matter.

CITY OF STEWARTVILLE  
General municipal; real estate; public labor and employee relations issues.

CITY OF THIEF RIVER FALLS  
Public labor and employee relations issues, including grievance advice and responses, arbitration representation, labor contract negotiation and arbitration advice, FLSA compliance, and fitness-for-duty issues.

CITY OF TRACY  
Public labor and employee relations issues, including labor contract negotiations advice and analysis.

CITY OF TRIMONT  
Public labor and employee relations issues.

CITY OF VIRGINIA  
Public labor and employee relations issues, including a civil service proceeding.

CITY OF WABASHA  
City attorney; Chapter 414 detachment proceeding.

CITY OF WAITE PARK  
City attorney; public labor and employee relations issues, including grievance review and responses, arbitration representation and drafting settlement agreement, labor contract drafting and negotiations, contested hearing representation, district court representation, and research and analysis of civil service ordinance; annexation and land use issues, including negotiation and drafting orderly annexation agreement and representation before district and appellate courts in a writ of mandamus proceeding; research and analysis of zoning matter.

CITY OF WALKER  
Public labor and employee relations issues.

CITY OF WARREN  
Public labor and employee relations issues, including labor contract drafting and negotiations, grievance advice and responses, employment investigation, union unit determination proceeding, personnel policy drafting, research and legal compliance memoranda, discipline and discharge advice, documentation and proceedings, and a contested hearing; general municipal issues, including open meeting law compliance and responding to data practices requests.

CITY OF WARROAD  
Public labor and employee relations issues.

CITY OF WASECA  
Public labor and employee relations issues, including research and memoranda regarding FLSA and workers' compensation issues; environmental wastewater permit issues and state agency representation.

WASECA COUNTY  
General municipal representation.

CITY OF WHEATON  
Public labor and employee relations issues.

CITY OF WILLMAR  
City attorney; environmental permit issues, including review and analysis of regulatory issues in an NPDES permit and state agency representation; public labor and employee relations issues.

WILLMAR MUNICIPAL UTILITIES  
General counsel.

CITY OF WINDOM  
Public labor and employee relations issues, including grievance advice and responses.

CITY OF WINONA  
City attorney; public labor and employee relations issues, including labor contract drafting and negotiations and grievance and interest arbitrations; data practices responses and policy drafting; general city policy drafting; contested annexation hearing; environmental review issues; development of intergovernmental sewer contracts; negotiating and drafting orderly annexation agreements and ordinances; pay equity issues; bonding issues; administrative agency representation; district court representation.

WINONA PORT AUTHORITY  
General counsel.

CITY OF WORTHINGTON  
Eminent domain proceeding; public labor and employee relations issues, including labor contract drafting and negotiations and mediation.

WRIGHT COUNTY  
General municipal and legislative representation.

CITY OF ZUMBROTA  
City attorney.

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RESPONSE TO REQUEST FOR PROPOSALS  
FOR MUNICIPAL GOVERNMENT LEGAL SERVICES

CITY OF DASSEL

November 3, 2025



**Contact: Siobhan L. Tolar**  
(612) 337-9248 | [stolar@kennedy-graven.com](mailto:stolar@kennedy-graven.com) | [kennedy-graven.com](http://kennedy-graven.com)



November 3, 2025

Renee Eckerly  
City Administrator  
City of Dassel  
460 3rd Street, P.O. Box 391  
Dassel, MN 55325

**Re: City of Dassel Municipal Government Legal Services RFP**

Dear Ms. Eckerly:

Thank you for the opportunity to present the City of Dassel with this proposal for Municipal legal services.

Kennedy & Graven focuses almost exclusively on local government work, and we are committed to providing superior service to local units of government. We represent cities, townships, school districts, development authorities, counties, and various other government entities throughout Minnesota. The foundation of our success rests on solid, long-term client relationships and the delivery of responsive, practical, and high-quality solutions to both common and unique problems.

We understand the scope of the work to be done and how to do it, and we are fully committed to performing our work with excellence and in a timely manner. We are confident that we can provide the highest level of legal services to the City of Dassel.

Please feel free to contact me if you have any questions or if you would like any additional information.

Thank you for your consideration.

Sincerely,

KENNEDY & GRAVEN, CHARTERED

*/s/ Siobhan L. Tolar*

Siobhan L. Tolar

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## ABOUT KENNEDY & GRAVEN

**Kennedy & Graven 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, LeFevre, Lefler, Kennedy, O'Brien & Drawz, P.A., joined the organization.

**Kennedy & Graven provides cities, townships, school districts, counties, and other local government units with comprehensive legal counsel, litigation representation, and public policy advocacy.**

**By use of a team approach, Kennedy & Graven is able to deliver services in a comprehensive and economical manner.** We take maximum advantage of the unique knowledge and experience that our attorneys have in specific areas of local government law. Kennedy & Graven's representation of many local government entities often means that the firm has previously encountered an issue and can therefore respond quickly and efficiently.

**The Kennedy & Graven team consists of numerous attorneys, paralegals, and support staff focused on local government law.**

**Kennedy & Graven practices in all major areas of local government law, including:**

- General Counsel
- Employment and Labor
- Land Use
- Public Utilities
- Litigation
- Real Estate
- Eminent Domain
- Municipal Bonds
- Public Finance
- Economic Development and Redevelopment
- Construction



The largest law firm  
in Minnesota  
serving primarily  
local governments



**95%**  
of the firm's work  
is related to local  
government law



**30+**  
**ATTORNEYS**  
with diverse backgrounds  
and areas of expertise  
in local government law



The firm has provided  
services for more than  
**300 Cities**  
**200 Townships**  
**100 Schools**

## FIRM PROFILE

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### Brief History of the Firm

Kennedy & Graven, Chartered's practice is almost exclusively local government law. We provide services in all major areas of law related to local government.

We combine the tradition of two of the state's leading law firms in the fields of local government law, public finance, and development. The law firms of LeFevre, Lefler, Kennedy, O'Brien & Drawz, P.A., founded in 1958, and Holmes & Graven, Chartered, founded in 1973, combined their law practices in 1989 to form Kennedy & Graven.

Since 1989, Kennedy & Graven has expanded and diversified its representation of public clients. The firm's practice continues to focus on local government law, public finance, litigation, labor and employment law, condemnation, education law, and real estate.

### Description of Services

Kennedy & Graven provides legal services in all major areas of local government law. It should be noted, however, that we do not provide prosecution services. Our municipal clients with prosecution needs contract directly with another law firm or, alternatively, their local county attorney's office for those services.

The firm's broad base of knowledge, along with numerous attorneys, assist our clients in several ways including efficiency and creativity in service.

Examples of our legal services include:

- Local Government Operations and Management. Kennedy & Graven assists its clients in the full range of issues that arise in the operation of local governments from special assessments and contracting to data practices and election issues. Our role in assisting local government includes both special one-time projects and making sure we are available as needed to advise on any day-to-day issues in a timely and efficient manner. Our assistance related to day-to-day operations and management includes attendance and providing legal counsel at regular and special meetings of public bodies, staff meetings, and other meetings.
- Municipal Finance. As a nationally recognized bond counsel firm, Kennedy & Graven has acted as bond counsel for over 250 public entities in Minnesota.
- Tax Increment Financing. We assist local units of government of all sizes navigate through the tax increment financing process. Attorneys with the firm have worked to create and administer every type of TIF district allowed under state law and have worked on some of the most complex TIF arrangements developed throughout the state.
- Real Estate. Our firm has a long history of handling real estate matters for public clients. The firm advises municipalities and school districts in the acquisition and development of land, sales of undeveloped and developed property, financing structures for real estate transactions, lease agreements, title review and resolution of title issues, subdivision of land, and common ownership communities. The firm is frequently retained to conduct title registration actions and actions to resolve adverse title claims.

- Public Contracting and Construction. Attorneys at Kennedy & Graven regularly advise our municipal clients on public contracting matters, including answering bidding questions, drafting, and revising construction contracts, and drafting and negotiating architect and engineer contracts.
- Code Enforcement. Our attorneys regularly assist local government clients on code enforcement matters, including drafting and revision of ordinances, enforcing of nuisance, and housing maintenance provisions, and abating hazardous buildings.
- Eminent Domain. Kennedy & Graven handles both routine and complex condemnation proceedings, including public purpose challenges, quick-take challenges, severance claims, going concern claims, relocation claims and fixture value claims.
- Utilities, Telecommunications and Franchise Law. Kennedy & Graven represents many cities throughout the state on cable franchising, right-of-way, energy utility development and regulation, and other utility matters. Several of our attorneys have broad experience regarding issues such as utility rates and rate design, franchise negotiations, and use of the right-of-way by utilities including small cell (5G) providers. We also represent several cable commissions.
- Municipal Litigation. Since its inception, Kennedy & Graven has engaged in a substantial and varied litigation practice representing local governments. Our primary areas of litigation practice are eminent domain, land use, real estate, franchise/utility/telecommunications, construction, employment, and general municipal matters.
- Employment Law/Labor Relations. The firm is actively involved in the employment and personnel area. Our experiences include discipline/discharge cases; unemployment compensation hearings; race, sex, disability, and age discrimination cases; sexual harassment cases; Veterans' Preference Act cases; reviews of personnel policies/handbooks, employment contracts and affirmative action plans; advice on pay equity/comparable worth plans; FLSA issues, labor-management contracts; PERA issues, and Minnesota Government Data Practices Act issues. Kennedy & Graven has defended related cases in federal and state courts, arbitrations, and before the Minnesota Human Rights Department, the federal EEOC, the Minneapolis Commission on Civil Rights, and the Commissioner of Veterans Affairs.
- Land Use. Our attorneys have extensive experience in the full range of land use matters, including comprehensive plans, zoning, subdivisions, planned unit developments, conditional use permits and , interim use permits and assist city staff, planning commissions and city councils with such matters. The firm also has experience with requests for reasonable accommodations from land use and other ordinances in compliance with federal and state law.

## Attorneys & Qualifications

The firm has 32 attorneys and over 95% of the firm's work is local government law. The firm has 20 shareholders (partners), 10 associates, and 2 of-counsel attorneys.

Please see **Exhibit A** for a full list of Kennedy and Graven's attorneys.

## Representative Clients

Kennedy & Graven provides legal services to many local governments throughout the state of Minnesota. The firm is the appointed city attorney/general counsel for over 70 cities in Minnesota. Please see **Exhibit B** for a representative list of Kennedy and Graven's clients.

## Office Location

Fifth Street Towers  
150 South Fifth Street  
Suite 700  
Minneapolis, MN 55402  
(612) 337-9300  
(800) 788-8201 Toll free  
(612) 337-9310 Fax

## PERSONNEL QUALIFICATIONS

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The firm proposes Siobhan Tolar as the primary point of contact and City Attorney. Siobhan would be responsible for the overall coordination of work to the extent other firm attorneys are involved. David Anderson would serve as the Assistant City Attorney and a second point of contact.



**Siobhan L. Tolar**  
*Proposed City Attorney*

### PROFESSIONAL CHRONOLOGY

2005	B.A., English Literature, University of Minnesota, Minneapolis, MN
2008	Human Resources Representative, Target Corporation (2005-2008)
2011	J.D., <i>cum laude</i> , William Mitchell College of Law, Saint Paul, MN
2011	Admitted to Minnesota State Bar
2014	Labor Compliance Officer, City of St. Paul, Human Rights & Equal Economic Opportunity Dept. (2011-2014)
2023	Saint Paul City Attorney's Office (Associate, Attorney, Senior Attorney) (2014-2023)
2023	Attorney, Kennedy and Graven, Chartered

### PROFESSIONAL AFFILIATIONS

Minnesota State Bar Association, Member  
Ramsey County Bar Association, Member  
Minnesota Landmarks Board of Directors, Board Member  
Ujamaa Place, Executive Board Member

### BACKGROUND AND EXPERIENCE

Siobhan joined Kennedy and Graven in October 2023. Siobhan has dedicated more than 14 years to municipal government, first as a staff person implementing city policy, then in the practice of municipal law in city prosecution and in general civil work. Prior to joining the firm, Siobhan worked for the City of Saint Paul where

she held multiple positions. Her final role was Senior Attorney in the Civil Division of the City Attorney’s Office, providing legal advice in the areas of public procurement and contracting, labor standards, municipal finance, and federal grants. During her time at the City, Siobhan led the development of a city-wide contracting framework to address the immediate needs of the COVID-19 pandemic and advised on the deployment of \$166 Million in American Rescue Plan Act funds.

Siobhan currently focuses on general civil municipal law and economic development and has gained broad experience in the areas of Data Practices and Open Meeting Law, local, state, and federal wage and hour laws, federal grants compliance, human rights and discrimination laws, police-civilian review board matters in addition to continuing her passion of municipal finance, public procurement, and contract drafting and negotiation. Siobhan routinely drafts ordinances, resolutions, contracts, and joint powers agreements, city policies, and advises on legal policy and procedure. Siobhan frequently serves as legal advisor during regular and special local government meetings, public hearings, work sessions, and staff meetings.

Siobhan is the City Attorney for Brooklyn Center, and an Assistant Attorney for the City of Brooklyn Park and the Metropolitan Mosquito Control District. She also works with a number of Kennedy and Graven’s municipal clients including the Brooklyn Park Economic Development Authority, Roseville, Shakopee, Inver Grove Heights, and Excelsior.

Siobhan is generally available to answer calls directly and to respond to voicemails or emails promptly.



**David T. Anderson**  
*Proposed Assistant City Attorney*

### PROFESSIONAL CHRONOLOGY

2008	B.A., University of Wisconsin – Madison, Madison, WI
2012	J.D., <i>Cum Laude</i> , Mitchell Hamline School of Law, St. Paul. MN
2012-2013	Judicial Law Clerk, Minnesota’s First Judicial District
2013-2016	Assistant Sherburne County Attorney
2016-2021	Associate Attorney at Kennedy & Graven, Chartered
2021-present	Shareholder at Kennedy & Graven, Chartered

### PROFESSIONAL AFFILIATIONS

Minnesota State Bar Association, Member  
Hennepin County Bar Association, Member  
International Municipal Lawyers Association (IMLA), Member  
Minnesota City Attorneys Association, Member

### BACKGROUND AND EXPERIENCE

Dave is an attorney in the firm’s municipal department. His practice is significantly concentrated in general municipal law, including, without limitation, land use matters, real estate law, risk management, data practices, Page 72

economic development and redevelopment, and code enforcement. Dave’s representation of cities also includes numerous appearances before trial and appellate courts within the state on various issues.

Dave has represented cities in a broad range of land use and planning matters. Dave also uses his experience at the county level to navigate the complex interaction of local laws and other regulations with respect to land use issues. Dave has advised cities on issues related to general development activity, zoning code reviews and recodifications, and a host of other land use and real estate matters. Dave also has experience drafting numerous types of agreements for city clients. Aside from traditional development and redevelopment agreements, Dave also has experience drafting and reviewing standard form agreements prepared for construction contracts, including AIA and EJCDC documents. Dave has also drafted employment agreements for city employees and a broad range of other agreements which have been proposed to cities. He has broad experience drafting ordinances and resolutions, and he has worked on the recodification of a number of cities’ code provisions.

Dave is currently city attorney for the cities of Baudette, Carver, Clearwater, Franklin, Holdingford, Maple Lake, Medina, Nevis, Wahkon, and White Bear Lake.

## Team Approach and Special Counsel

At Kennedy & Graven, we use a team-based approach to the practice of law, which allows us to leverage the experiences and expertise of everyone within the firm to deliver the highest service at potential significant cost savings when compared to other firms. For example, the city attorney may ask to assign certain specific matters to a special counsel in the firm if the city attorney believes it is more efficient for the city to do so. The city attorney would retain overall responsibility to ensure that the needs of the city are being met.

Special Counsel examples include:



### Mary D. Tietjen

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#### *Employment Law*

Mary is a shareholder and has over 25 years of experience as an attorney. Mary specializes in labor and employment law and currently represents the cities of Nisswa, Lake Elmo, Brooklyn Center, New Brighton, Minnetrista, Medina, East Grand Forks, Coon Rapids, Chanhassen, Prior Lake, Caledonia, Hopkins, White Bear Lake, St. Joseph, Rice, Crystal, Carver, Waterville, St. Paul Park, and Mendota Heights for employment matters. She also has extensive litigation experience including employment-related litigation, labor grievance arbitrations, special assessment appeals and trial and appellate work in both state and federal court.



### Sarah J. Sonsalla

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#### *Real Estate*

Sarah Sonsalla is a Shareholder at Kennedy & Graven and has over 20 years of experience in representing cities and townships. Sarah 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. Sarah has represented the City of Minneapolis in the registration of property for the Upper Harbor development project.

## OTHER INFORMATION

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### Response Time

Siobhan and David are generally available to answer calls directly or respond to voicemails or emails within 24 hours. They are directly available to clients and encourage them to contact the firm with questions or concerns in whatever format they choose – phone, email, text message, etc. In the event Siobhan is out of the office, David will serve as the second point of contact. As a part of Kennedy and Graven’s team approach, if neither point of contact is available, Siobhan will provide contact information for a colleague who is available to assist in a similar timely manner.

### Professional References

Please see **Exhibit C** for Siobhan Tolar’s references.

### Conflict of Interest

We are not aware of any current or former client in which our representation would conflict with the City of Dassel.

The firm 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 all opposing parties. This database is checked each time that the firm opens a new matter. If a potential conflict exists, we notify each client. If an actual conflict exists, we will withdraw from representing either client unless both clients consent to our representation.

### Research Capabilities

The firm uses technology in a variety of ways to increase efficiency and effectiveness. The Firm has a centralized document management system which allows every user in the firm to easily find and access any document, both on-site and remotely. This database includes all of the firm’s documents since 1997. The firm utilizes the Microsoft Office 365 software suite.

The firm uses Egnyte brand file transfer protocol, if needed, for the sending and uploading of large or numerous documents. This includes documents which may need to be sent from the firm to a client, or from the client to the firm (e.g., large development-related documents).

The firm primarily uses Westlaw Classic 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.

### Copy of Audit or Financial Report

The firm is a private professional corporation and has not included the requested attachment of Audit or Financial information because doing so would make such information public data. The firm is willing to address the topic in an interview.

## CURRENT CLIENTS & MEETING TIMES

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Siobhan is City Attorney for Brooklyn Center. Brooklyn Center City Council Meetings are the second and fourth Mondays of the month from 6:00 PM to approximately 9:30 PM. She also attends relevant Planning Commission Meetings and other special meetings as needed for Brooklyn Center. Siobhan also provides backup meeting attendance support for her colleagues, however, that is sporadic. Siobhan is available the third Monday of every month (and relevant Tuesdays due to holidays) to attend Dassel City Council Meetings as needed. Siobhan is also available for other board or staff meetings as requested by the City Administrator of City Council.

## FEES

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Please see **Exhibit D** for a description of hourly fees for Kennedy and Graven's services.

## CONCLUSION

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We believe that our firm is without an equal in terms of the depth and quality of municipal legal services we offer. We believe our experience permits us to provide the highest quality legal services to cities in the most cost-effective and efficient way.

Thank you for this opportunity to offer Kennedy & Graven's services to your city. Please feel free to contact me if you have any questions or need any additional information.

### **KENNEDY & GRAVEN, CHARTERED**

Dated: November 3, 2025

By: /s/ Siobhan L. Tolar  
Siobhan L. Tolar, Attorney  
Kennedy and Graven, Chartered

## EXHIBIT A

### FULL LIST OF KENNEDY & GRAVEN ATTORNEYS

Kennedy & Graven has 31 attorneys with diverse backgrounds and expertise. Below is a summary of each attorney's areas of practice:



**Robert A. Alsop**  
*Of-Counsel*

Employment Law, Housing Law, Litigation



**Dave T. Anderson**  
*Shareholder*

Municipal Law



**Ronald H. Batty**  
*Shareholder*

Municipal Law, Economic Development & Redevelopment



**Andrew M. Biggerstaff**  
*Shareholder*

Municipal Law



**Josh P. Devaney**  
*Associate*

Litigation



**Alex D. Ivan**  
*Shareholder*

School Law, Special Education



**Sam B. Ketchum**  
*Associate*

Municipal Law, Litigation, Environmental Law



**Gregory S. Madsen**  
*Shareholder*

Employment and Labor Law, School Law



**Peter Martin**  
*Shareholder*

School Law, Employment and Labor Law, Real Estate Law



**Peter G. Mikhail**  
*Shareholder*

Litigation, Construction Law, Real Estate Law



**Bridget M. Nason**  
*Shareholder*

Municipal Law



**Scott J. Riggs**  
*Shareholder*

Municipal Law, Economic Development & Redevelopment, Real Estate Law, Township Law



**Joseph L. Sathe**  
*Associate*

Municipal Law



**Jessica E. Schwie**  
*Shareholder*

Litigation, Employment Law



**Shannon Smith**  
*Associate*

School Law



**Nicholas A. Smoger**  
*Associate*

Litigation



**Jana O. Sullivan**  
*Associate*

Municipal Law, Employment and Labor Law, Litigation



**Sarah J. Sonsalla**  
*Shareholder*

Real Estate Law, Employment Law, Municipal Law



**James M. Strommen**  
*Of-Counsel*

Litigation, Public Utility Law, Construction Law



**James J. Thomson**  
*Shareholder & President*

Municipal Law, Land Use, Litigation



**Rachel G. Tierney**  
*Shareholder*

Municipal Law, Economic Development



**Mary D. Tietjen**  
*Shareholder*

Municipal Law, Employment and Labor Law, Litigation



**Siobhan L. Tolar**  
*Associate*

Municipal Law, Economic Development & Redevelopment



**John Utley**  
*Of-Counsel*

Municipal Bonds, Public Finance



**Robert J.V. Vose**  
*Shareholder*

Municipal Law, Public Utility Law



**Maggie R. Wallner**  
*Shareholder*

Employment and Labor Law, Litigation, School Law



**Michelle Weinberg**  
*Shareholder*

Litigation



**Josh P. Weir**  
*Shareholder*

Real Estate Law, Eminent Domain



**Larry M. Wertheim**  
*Shareholder*

Real Estate Law



**Pamela Whitmore**  
*Shareholder*

Municipal Law, Employment Law, Mediation



**Samantha Zuehlke**  
*Associate*

Real Estate Law

# EXHIBIT B

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## REPRESENTATIVE CLIENTS

### DESIGNATED CITY ATTORNEY FOR THE FOLLOWING CITIES:

Baudette	Marshall
Belle Plaine	McGrath
Biscay	Medina
Brooklyn Center	Minnetonka Beach
Brooklyn Park	Minnetrista
Carver	Montrose
Clearwater	Mounds View
Cokato	Nerstrand
Credit River	Nevis
Crystal	New Brighton
Deerwood	New Prague
East Gull Lake	New Trier
Empire	Nicollet
Excelsior	North Oaks
Faribault	Oak Grove
Fertile	Oakdale
Franklin	Olivia
Fridley	Osseo
Goodhue	Paynesville
Greenwood	Pine Island
Holdingford	Richfield
Hopkins	Robbinsdale
Independence	Rogers
Inver Grove Heights	Rose Creek
Kenyon	Rosemount
Kettle River	Roseville
Kilkenny	St. Paul Park
Lake City	Sandstone
Lake Elmo	Shakopee
Lauderdale	Tonka Bay
Little Fork	Victoria
Mahtomedi	Wahkon
Mankato	Wells
Mantorville	West Concord
Maple Lake	West St. Paul
Maplewood	White Bear Lake

### GENERAL COUNSEL TO THE FOLLOWING ECONOMIC DEVELOPMENT AUTHORITIES, HOUSING AND REDEVELOPMENT AUTHORITIES, AND PORT AUTHORITIES:

Belle Plaine	Marshall
Blaine	Medina
Brainerd	Minnetonka

Brooklyn Center  
Brooklyn Park  
Burnsville  
Chanhassen  
Columbus  
Cottage Grove  
Crystal  
Excelsior  
Faribault  
Golden Valley  
Goodhue  
Grand Rapids  
Hopkins  
Kenyon  
Lake City  
Lino Lakes  
Mankato  
Mantorville  
Maplewood

Minnetrista  
Monticello  
Montrose  
Mounds View  
New Prague  
Pine Island  
Richfield  
Robbinsdale  
Rosemount  
Roseville  
St. Paul Park  
Sandstone  
South St. Paul  
Shakopee  
Victoria  
Wanamingo  
West Concord  
White Bear Lake

**GENERAL COUNSEL TO SPECIAL PURPOSE ENTITIES:**

Cable Commissions:

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

Other JPAs:

Local Government Information Systems  
(LOGIS)  
Suburban Rate Authority (SRA)  
Chisago Lakes Joint Sewage Treatment  
Commission

Watersheds:

Bassett Creek  
Middle Mississippi River  
Lower Minnesota River East Watershed

Other:

Metropolitan Mosquito Control District

**SPECIAL COUNSEL TO DOZENS OF CITIES, COUNTIES, JOINT POWERS ORGANIZATIONS, AND OTHER PUBLIC BODIES.**

**BOND COUNSEL TO CITIES, COUNTIES, SCHOOL DISTRICTS AND OTHER PUBLIC BODIES.**

**COUNSEL TO DOZENS OF TOWNSHIPS AND SCHOOL DISTRICTS.**

Lists available upon request.

## EXHIBIT C

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### SIOBHAN TOLAR'S REFERENCES

#### **City of Saint Paul**

Andrea Ledger  
Deputy Director of Human Rights  
& Equal Opportunity  
Phone: (651) 345-6813  
Email: [Andrea.Ledger@ci.stpaul.mn.us](mailto:Andrea.Ledger@ci.stpaul.mn.us)

#### **City of Brooklyn Center**

Dr. Reggie Edwards  
City Manager  
Phone: 763-569-3300  
Email: [Redwards@brooklyncentermn.gov](mailto:Redwards@brooklyncentermn.gov)

#### **City of Brooklyn Park**

Jay Stroebel  
City Manager  
Phone: 763-493-8002  
Email: [Jay.Stroebel@brooklynpark.org](mailto:Jay.Stroebel@brooklynpark.org)

#### **City of Roseville**

Matthew Johnson  
Parks and Recreation Director  
Phone: 651-792-7101  
Email: [Matthew.Johnson@cityofroseville.com](mailto:Matthew.Johnson@cityofroseville.com)

#### **City of Oakdale**

Sara Ludwig  
City Clerk  
Phone: 763-464-9026  
Email: [sjcole09@gmail.com](mailto:sjcole09@gmail.com)

## EXHIBIT D

### COMPENSATION AND FEES

Hourly rates for all services, including travel time. The minimum increment of billable time is six minutes (0.1 hour).

	2026
GENERAL COUNSEL (All City Attorney services identified in Section IV of the RFP, unless addressed elsewhere below)	
Hourly rate for all attorneys	\$200
Hourly rate for Support Personnel (All matters)	
Paralegals	\$135
Law Clerks	\$100
NON-ROUTINE SERVICES (Specifically commenced Litigation, Administrative Proceedings, Code Enforcement actions, Eminent Domain takings and Employment matters. Specifically commenced Cable, Telecommunication, Real Estate transactions and title actions.	
All attorneys	\$235
SPECIFIC DEVELOPMENT, REDEVELOPMENT, TAX ABATEMENT; AND TIF PROJECTS	
All Attorneys	\$300
PASS-THROUGH FEES*	
All Attorneys	\$300

\* Pass-through fees will apply to legal services that are not paid for from the City general fund, such as zoning and subdivisions or legal fees that are passed through to third parties, such as developers.

#### OVERHEAD COSTS

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

**Photocopying:**            **No charge**  
**Mileage:**                **Then-current IRS business rate**  
**Westlaw fees:**         **No charge**