



**ECKBERG
LAMMERS**
ATTORNEYS AT LAW

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Interviewe Uisp

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Reply to Stillwater

July 9, 2021

VIA UPS DELIVERY ONLY

City of Ramsey
Attn: Colleen Lasher, Administrative Services Director
7550 Sunwood Drive NW
Ramsey, MN 55303

Re: City of Ramsey, Legal Services RFP

Dear Ms. Lasher:

On behalf of Eckberg Lammers law firm, it is my pleasure to submit nine copies of the Response to Request for Qualifications and Proposals for Legal Services to the City of Ramsey.

On behalf of the firm, we appreciate the opportunity to respond to the City of Ramsey, and we look forward to discussing our proposals with the City Council and staff. If you have any questions or concerns regarding the enclosed, please do not hesitate to contact me.

Sincerely,

Pamela J. F. Whitmore
PJFW/hrb

Enclosures

Stillwater Office
1809 Northwestern Avenue
Stillwater, MN 55082
Phone: 651-439-2878
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430 Second Street
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Submitted By:

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City of Ramsey, Minnesota
July 9, 2021

Response to Request for
Qualifications and Proposals for
Legal Services

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Proposal Summary

Firm	Eckberg Lammers, P.C.
Attorneys	18
Experience	Founded in 1949, Eckberg Lammers is one of the most reputable law firms in the eastern Twin Cities Metro. With offices in Stillwater and Hudson, our attorneys serve individual, business, and municipal clients throughout Minnesota and Wisconsin.
Scope of Services	City Attorney
Proposed Attorney	Pamela J. F. Whitmore
Proposed Assistant Attorney	Christopher T. Nelson
Fees	We understand each city has different needs, the City may select from either an hourly fee option or an inclusive retainer option. See Fee section for more details.

OVERVIEW OF PROFESSIONAL LEGAL SERVICES

Introduction

Eckberg Lammers, P.C. is pleased to submit this Response to the Request for Proposals for Legal Services issued by the City of Ramsey, Minnesota.

Eckberg Lammers is uniquely qualified to represent the City in all matters. As both a tradition and a current practice, the true strength of Eckberg Lammers is the firm's breadth and depth of knowledge in municipal law and continuing goal to collaborate with municipalities to provide the highest level of service. Engaging with a comprehensive municipal law firm provides the City with robust and consistent representation, freeing public officials to concentrate on the important policy issues facing the City. Eckberg Lammers believes municipal representation is best approached as a partnership with full and frequent communication among all necessary parties and stakeholders. The firm strives to team with its municipal clients in all endeavors, and the firm's attorneys shoulder the educational and advisory roles necessary to enable that success.

Brief History

Eckberg Lammers was established by Lyle Eckberg, who began the practice of law in 1949. Since its founding, the firm has served as civil, prosecution, finance, and special counsel for many municipalities throughout Minnesota and western Wisconsin. The firm's attorneys and staff value the relationships made with elected officials, staff, and residents in the municipalities the firm serves.

In addition to the firm's representation of municipal clients, Eckberg Lammers maintains a general practice, offering legal services in Business and Commercial Law, Banking Law, Real Estate, Employment Law, Estate Planning, Probate and Guardianship, Mediation/Arbitration, Civil Litigation, Personal Injury, and Workers' Compensation. These rich and varied practice areas provide the firm's attorneys deeper perspectives into the issues facing the firm's municipal clients.

Number of Attorneys and Areas of Practice

Eckberg Lammers currently employs 18 attorneys. This strength is reflected by our roster of attorneys. See Appendix A.

Support Personnel & Staffing

The firm employs more than 20 support staff consisting of paralegals, legal assistants, an office administrator, a marketing director, bookkeepers, law clerks, and a receptionist. See Appendix B.

Office Organization, Technology, Research & Support Capabilities

The firm's computer systems are used by attorneys and staff daily for on and off-site work. As part of maintaining a secure and comprehensive computer system, the firm works to ensure maximum security and systems control. All attorneys have laptop and smart-phone access to email documents as needed. The firm drafts, shares, and edits documents with our municipal clients on a daily basis. Attorneys frequently bring laptops

directly to meetings or court for instant feedback and research capability. Consistently delivering timely communication and work product is a source of pride for Eckberg Lammers.

Office Locations

Eckberg Lammers main office locations are in Stillwater, Minnesota and Hudson, Wisconsin. All Attorneys and staff proposed to work with the City are located in the central Twin Cities area. We also maintain flexible meeting spaces throughout the metro.

Stillwater, MN Office
1809 Northwestern Ave
Stillwater, MN 55082
Phone: (651) 439-2878
Fax: (651) 439-2929
contact@eckbergglammers.com

Hudson, WI Office
430 2nd Street
Hudson, WI 54016
Phone: (715) 386-3733
Fax: (715) 386-6456
contact@eckbergglammers.com

Current City Relationships

Eckberg Lammers currently represents sixteen municipalities in a civil capacity, nine in Minnesota and seven in Wisconsin. We also provide prosecution services to eighteen municipalities in Minnesota, including the City of Ramsey. See Appendix C for a comprehensive listing of all current and municipalities represented by the firm.

Malpractice Claims

The firm was the subject of one professional responsibility complaint made by a client in a private matter not involving a municipality. The individual's complaint was resolved privately with the Professional Responsibility Board. The complainant appealed and the appeal was denied. The file is now closed. See attached Declarations page, Appendix D.

CITY ATTORNEY SERVICES – CIVIL

Our civil attorneys understand local government and the importance of being available to our cities for legal advice, as well as being present at meetings. Our attorneys are skilled in drafting and reviewing all legal documents including real estate documents, contracts, correspondence, ordinances, resolutions, and public notices. In conjunction with this, our attorneys are also skilled in communicating to council, staff and others about the aforementioned documents and any process related to those documents. Our civil attorneys are well versed in Open Meeting Law, state data and privacy laws and have presented and trained on these issues across the state. The firm represents municipal clients in state and federal litigation, code enforcement actions, and boundary disputes as needed and participates in settlement negotiations and alternative dispute resolution sessions. We pride ourselves on our commitment to monitoring legislation and keeping our clients current on issues and trends. In addition, our attorneys are seasoned civil litigators, with substantial experience appearing before Minnesota's district and appellate courts, who understand and can explain potential risks or exposures to our civil municipal

clients. As a part of the firm's comprehensive representation of public entities, we also have a dedicated employment law attorney available to the City.

Proposed Lead Attorney

The proposed lead City Attorney is **Pamela J. F. Whitmore**. Pam is a shareholder and municipal attorney with Eckberg Lammers. She is also a Rule 114 Qualified Neutral and lead attorney for our firm's Conflict Management Solutions practice.

Pam has over fifteen years of experience representing municipalities in all areas of general municipal law, litigation, land use, labor and employment, Open Meeting Laws, data practice laws, social media use by employees and elected officials, meeting management, and structures of cities and governance. Pam currently serves as the Assistant City Attorney for Blaine and special counsel for North Mankato.

Prior to joining Eckberg Lammers, Pam spent 5 years with the League of Minnesota Cities and the League of Minnesota Cities Insurance Trust. While there, she guided cities, elected officials, and city attorneys on all facets of municipal law. Pam traveled across the state working with member cities on conflict management, communication, roles, meeting management and governance. Pam has extensive experience advising councils both in and out of meetings, including general contract review, drafting of ordinances and regulations, following and advising on trends and legislation. Pam additionally served as the primary content expert for Open Meeting Law, Meeting Management, Roles, Governance and Social Media Issues for the League of Minnesota Cities Insurance Trust while an attorney there. During this time, she worked closely with lobbyists identifying trends, and served as main point of contact during negotiations regarding proposed legislation for use for Right of Way and public assets. While at the League, Pam worked with municipalities that ranged in size from a couple hundred residents to over 100,000 residents. These municipalities included statutory A & B cities, as well as Charter Cities.

Before working at the League, Pam acquired in-depth litigation experience working on behalf of cities, counties, school districts, and townships. She has appeared in both state and federal court as well as the Minnesota Court of Appeals on a variety of claims against municipalities. Many of those matters involved defending cities in various land use matters (variances, conditional use permits, interim use permits, spot zoning, inverse condemnation, easements, trespass, road use and improvements, assessment actions, condemnation challenges), employment matters, including defending claims of discrimination, sexual harassment, negligent hiring, negligent supervision, hostile work environment, alleged Americans with Disability Act violations and civil rights claims. In this role, Pam defended cities, as well as counties and townships. With respect to the civil rights claims, Pam worked closely with police departments and sheriffs' offices. A few examples include:

- **In the Matter of Application McDuffee (Minn. App. 2008)**: Successfully defended Township's decision to grant conditional use permit to dog breeding facility.
- **Steinke v. Columbus Township (Minn. App. 2007)**: Successfully defended challenge to Township's assessment on landowners' property for water project.

- **Doe v. Independent School District No. 152 and City of Moorhead (Minn. App. 2007):** Successfully defended appeal of summary judgment dismissal of City on based on finding of no duty owed to user of Sports Facility.
- **Dropp v. County of Stearns (Minn. App. 2005):** Successfully overturned on appeal lower court decision based on applicability of statutory immunity to County's decision of pole placement.

Pam earned her undergraduate degree from the University of Northern Iowa and her Juris Doctor from University of Iowa, College of Law. She was admitted to the Minnesota Bar Association in 1992. She is involved with many professional and community organizations including the Association of Conflict Resolution – Environment & Public Policy Section, Conflict Resolution Minnesota, MSBA Mock Trial, Meals on Wheels, and University of St. Thomas Mentorship Program.

In the rare case Pam is unavailable for a City staff or City Council meeting, **Christopher T. Nelson** will serve as Assistant City Attorney.

Proposed Assistant Attorneys

Christopher T. Nelson attended Occidental College graduating in with a Bachelor of Arts in Politics and is a graduate of William Mitchell College of Law with a Juris Doctor, *magna cum laude*. He was admitted to the Minnesota Bar Association in 2013.

Chris currently serves as City Attorney for the Cities of Blaine, Scandia, East Bethel, and the Town of St. Joseph, Wisconsin. Prior to joining Eckberg Lammers, Chris practiced in the St. Cloud area, providing representation to the Cities of Pierz, Kimball, St. Joseph, and St. Stephen.

Chris has over six years of municipal law experience and also practices Civil Litigation. He has experience and knowledge in all areas of municipal law, including economic and land development, public improvements, shore land management, negotiating and drafting developer agreements, drafting and enforcing zoning ordinances, comprehensive planning and land use, special assessments, condemnation, and litigation. Chris provides exceptional legal services, including general legal counsel, document drafting and review, development assistance, meeting attendance, and litigation. Examples of Chris' municipal litigation representation are:

- Chris represented the City of St. Joseph, Minnesota in a large special assessment appeal by an educational institution. Chris was successful in getting the appeal dismissed on summary judgment.
- While representing a private litigant who was sued as a co-defendant with the City of Rockville, Chris successfully litigated a post-trial relief motion, which upheld his clients' and the City's actions in the interpretation and enforcement of the City's zoning code. Prior to the post-trial relief motion, the District Court had ordered a private home razed for alleged violations of City zoning codes, over the City's objection and contrary to the City's interpretation of its own code.
- Chris has also represented numerous municipalities in District Court as a criminal prosecutor, arguing numerous evidentiary hearings and handling jury trials.

- Chris recently completed several condemnation actions for the firm's municipal clients.

Other municipal attorneys at Eckberg Lammers would also be anticipated to assist the City on an as-needed or project basis. Eckberg Lammers takes a team approach to assisting our municipal clients, and other attorneys often assist on projects that are time sensitive, larger in scope, or for which a particular attorney has specialized experience.

Labor & Employment Attorney

Lida M. Bannink is the firm's lead Labor and Employment Attorney. Lida earned a Bachelor of Arts degree from Hamline University Summa Cum Laude and received her juris doctor from the University of Wisconsin Law School. She joined Eckberg Lammers in 2015 and was admitted to the Minnesota State Bar in 2017.

Lida is an early point of contact whenever municipalities and/or agencies undertake employee discipline or termination, union negotiations, unemployment insurance disputes, veterans' preference actions, grievance hearings, or other like actions. Lida is well versed in public-sector collective bargaining, the Americans with Disabilities Act (ADA), employee discrimination complaints, the Family and Medical Leave Act (FMLA), as well as other federal and state employment laws.

Lida is actively involved in bettering the community both professionally, such as her involvement in the Minnesota State Bar Association – Labor & Employment Section and the St. Croix Valley Employers' Association, and personally through various volunteer events and charitable giving opportunities.

Some of Lida's larger municipal successes include:

- Successfully assisted a municipality in navigating a complicated employment matter involving a unionized employee, worker's compensation, the American's with Disabilities Act, the Family and Medical Leave Act, Veteran's Preference law, and discipline where the City chose to terminate said employee. This matter spanned approximately 18 months and culminated with a 4-day contested Veteran's Preference Arbitration involving expert witnesses where the City's termination decision was upheld.
- Successfully assisted municipalities in understanding and navigating the complicated web of laws involving employees exhibiting mental distress including worker's compensation, PERA, FMLA, the ADA, the Veteran's Preference Law, and collective bargaining agreements. Multiple of these instances led to negotiated separation agreements.
- Conducted extensive and thorough investigations of conduct to avoid legal liability and guide the City in making determinations on appropriate discipline. The highly detailed investigations assisted in assessing immediate risk and guided the client in making systemic changes to gain organizational efficiency.

Lida works collaboratively with the primary attorney for many of the firm's municipal clients. This comprehensive labor and employment law practice will benefit the City with a fast response time and complete service.

CITY/CITY ATTORNEY RELATIONSHIP

If selected to represent the City in any capacity, the firm will prioritize the City's workflow to provide sound and strategic legal advice and direction to the City Council and staff. In all of the firm's municipalities, our attorneys view themselves as the head of the legal department, and we take an active role in managing legal representation and partnering with our clients. Our attorneys do not consider themselves to be another member of the City Council, as policy decisions should be left completely to the domain of the elected public officials. It will be the firm's role to ensure City staff and the City Council have all necessary information to make decisions, including the legal ramifications for any course of action.

The firm has regular weekday office hours from 8:00 a.m. until 5:00 p.m. Our staff is available during regular office hours. Attorneys are available outside of business hours and are willing to spend additional time as is necessary to fully serve the needs of the City. It is our policy that all phone calls and email inquiries from City staff and officials are returned the same business day, or the next business day (if the inquiry is received late in the day or after business hours). All attorneys are available to the City by office phone, cellular phone, e-mail and facsimile transmission. Our attorneys are able to timely reply to requests by the City and city officials, within three days and five-day response for standard document review (contracts, council cases, and legal documents). The depth of our municipal team ensures our clients have coverage even when the primary attorney is away from the office.

The firm's municipal attorneys will consistently communicate with City staff for general civil matters. An important part of this consistent communication is the preparation of monthly reports to cover the status of project requests and litigation. The firm's attorneys will work with the applicable department to prepare these reports, which may be included in a staff meeting agenda or even in a City Council meeting packet. Our attorneys will supplement these reports with scheduled office hours from 1:00 p.m. to 4:00 p.m. on the first and third Wednesday of the month, along with other meetings upon request.

Our attorneys remain up to date regarding the latest proposed and enacted legislation and case law affecting municipalities. Our attorneys frequently attend seminars and subscribe to municipal list-serves to stay fully informed on all new and trending issues impacting Minnesota municipalities and regularly engage in discussions strategizes best legal policies and practices to help serve our municipal clients. These updates are communicated to our cities, as necessary through electronic communications and trainings.

Eckberg Lammers has state of the art technology including, case management system, Microsoft Office, and, conference capabilities, all which allows firm attorneys to easily communicate with the City Council or City staff

KNOWLEDGE AND EXPERIENCE

The roster of municipalities for which the firm currently serves, and has served over the firm's 70 years, as general counsel illustrates the firm's depth and understanding of municipal law. The firm has individual lawyers who are proficient in general municipal law matters, but are also knowledgeable in matters such as economic development, real estate, litigation, labor and employment, data practices, conflict resolution and more. In addition to advising on matters related to general governance, the following is a compressive listing of more specialized knowledge and experience the firm will provide to the City as detailed in the Scope of Work section of your Request for Proposal.

Contracts

The firm assists its public-sector clients with contract drafting related to joint governmental actions, construction activities, enterprise agreements, regulatory services, vendor arrangements, and the like. They also assist communities with contract drafting and interpretation issues, and work with staff to ensure that each municipality's intent is clearly conveyed in the document. The firm always negotiates with other governmental entities, developers, and private parties with a City's best interests in mind. In addition, our municipal attorneys are experienced negotiating and drafting Joint Powers Agreements with other government entities, having recently completed a multi-jurisdictional mutual aid agreement and updated fire department services agreement for a municipal client.

Public Improvements

Cities maintain a large network of streets and related infrastructure. The most common method to finance and maintain these items is through the special assessment process. During any given capital improvement cycle, the City may entertain multiple improvement and special assessment public hearings, assessed cost determinations, and formal appeals by property owners. Eckberg Lammers has assisted in the drafting and revising of many assessment policies and is available to the City in this endeavor. We are well versed in assisting councils with conducting public improvement and special assessment public hearings, which can often be contentious with high public involvement, as well as procuring and reviewing assessment appraisals.

Condemnation

Eckberg Lammers also has extensive experience in the area of eminent domain. Often other governmental agencies or the applicable county government, are involved in eminent domain issues, and the firm has solid working relationships with these agencies. The firm is experienced litigating contested condemnation proceedings, including court commissioner evidentiary valuation hearings, and its attorneys are actively engaged in several condemnation actions at this time.

Civil Litigation

Eckberg Lammers believes any legal action or dispute requires an experienced municipal attorney's attention. Our attorneys are capable negotiators when it comes to resolving cases short of trial, and will do so when appropriate, with an eye toward zealously but

efficiently representing the City's interests. When cases cannot be resolved, our attorneys are confident litigators before a jury or judge, and they have the respect of judicial personnel in the State of Minnesota.

If selected by the City, the firm will represent the City in all litigation matters not otherwise covered by an insurance defense policy. There is no need for the City to seek outside counsel on a claim not otherwise covered by insurance, as the firm's municipal attorneys have rich experience in all areas that may present a legal action by or against the City, from assessment appeals to zoning enforcement actions. Our firm has an active and growing civil litigation practice, providing zealous representation in litigation to both our municipal and private clients. Our municipal attorneys are actively engaged in several litigations at present for our municipal clients, and have a strong history of delivering results when litigation is required.

Land Use & Environmental

The current roster of municipalities for which Eckberg Lammers serves as general counsel illustrates the firm's strengths and diversity in land use matters. The firm is actively involved in advising and establishing the legal parameters regarding the following:

- Zoning amendments and interpretation
- Conditional Use Permits (CUP)
- Interim moratoria and Interim Use Permits (IUP)
- Plat & subdivision regulations
- Planned Unit Developments (PUD)
- Commercial, residential, industrial and mixed-use developments
- Wetland and Shoreland issues
- Standards regarding ecological resources

The firm's attorneys carefully build a detailed record on either side of a land-use issue for the City Council to reach to a well-supported decision, whether the decision is legislative, such as rezoning, or quasi-judicial, such as a conditional use permit. Our municipal attorneys have worked with numerous cities to draft and update municipal zoning codes. Our attorneys are also experienced with the comprehensive planning process, and advise client cities on the interaction between the City code and the City comprehensive plan.

Economic and Land Development

The firm's municipal attorneys have also guided cities through many preliminary plat and final plat transactions, including the drafting of complex development agreements with large and small developers. Our attorneys frequently draft and negotiate development agreements relating to commercial and residential developments and work closely with City staff to ensure the interests of each municipality are protected, through the placement of letters of credit, insurance and indemnification provisions. The firm is actively involved in advising and establishing the legal parameters in each situation, including carefully

building a detailed record on either side of a land-use issue for the City Council or Plan Commission to reach a well-supported decision.

Open Meeting Laws

Our attorneys are well-versed in the Open Meeting Law, and have assisted the League of Minnesota Cities staff in pursuing and obtaining state law changes specifically related to meetings during the COVID-19 pandemic. Additionally, our attorneys have assisted with some technical changes regarding joining meetings remotely. We are experienced in advising city councils and individual council members regarding the applicability of open meeting law in various scenarios. Our attorneys have worked with the League of Minnesota Cities and the League of Minnesota Cities Insurance Trust to assist with Data Practices Law in conjunction with Open Meeting Laws. Our attorneys have also conducted extensive trainings with respect to Open Meeting Laws.

Code Enforcement, Related Issues/Ordinance, Resolution Development & Interpretation

Code enforcement is frequently cited by municipal staff and officials as a major point of emphasis. Residents notice the accumulation of junk piles, weeds, unkempt lawns, and dilapidated structures. Eckberg Lammers works closely with municipal clerks, building inspectors, engineers, and law enforcement to identify and solve code enforcement problems in all of these contexts. The firm's municipal attorneys have years of experience with hazardous building actions, nuisance activities, junk properties, rental housing issues, dangerous dogs, and quality-of-life violations. The firm offers comprehensive training designed for staff and interested council members discussing code enforcement problems faced on a day-to-day basis. Finally, the firm's municipal attorneys will advise the City on the best methods and strategies to structure its ordinances to provide effective enforcement mechanisms, as well as legislative actions requiring ordinance amendments in the code enforcement area.

Often new ordinances and resolutions are required by state legislative changes. The firm's municipal attorneys stay fully informed on all proposed and newly adopted legislation. The firm then assists each municipality with implementing the new legislation through the drafting of ordinances, and attorneys available to answer legal questions on the subject. The firm's attorneys have also become authorities on the preparation of interim ordinances and moratoria.

Labor & Employment

Our dedicated labor and employment group is able to provide a full spectrum of legal services specifically tailored to protect the City from potential liability and avoid unnecessary litigation. They will actively collaborate with the City to develop, update and implement practical workplace policies and procedures that foster effective employer-employee relations and help avoid and/or limit costly workplace disputes. Our attorneys take a proactive approach to representation, alerting its municipal clients to legal trends on the horizon so each municipality can structure its affairs accordingly. The firm is poised to deliver sound legal representation and advice to the City regarding General Counsel; Litigation; Practices, Policies and Contracts; and/or Audits and Training.

CONFLICTS OF INTEREST

The firm does not foresee any potential conflict of interest with the City of Ramsey. Eckberg Lammers does not currently represent, and has not represented in the past, any public or private client where the representation may conflict with the firm's ability to serve as City attorney for the City. Eckberg Lammers does maintain a real estate practice, but does not currently represent any real estate developers doing business with the City of Ramsey nor any developers that anticipate doing business with the City of Ramsey. We currently are the prosecution attorney for the City. We represent a number of municipalities in both capacities and it does not create a conflict of interest.

The potential for conflicts of interest always exists. The firm maintains a conflict protocol and client registry as required under existing ethics standards for that purpose. The firm is keenly aware that representation of private individuals, real estate developers, contractors and others that may impact any municipal clients and Eckberg Lammers has worked successfully to avoid those conflicts over the years. In the rare event a conflict presents itself, the firm would promptly notify the affected private clients as we are professionally required to do, and if necessary, we would assist in making the requisite referrals and transition the file to other counsel in an efficient manner.

The City should be aware that the firm has an extensive client list in its computer system, which notes all clients, co-parties, experts, consultants, and adverse parties. This list is routed past all attorneys and staff on a regular basis. If any of the attorneys or staff question whether or not a conflict of interest may exist, that file is highlighted and further research is completed to determine whether or not a conflict is present. Before any file is opened, whether for private or public clients, this conflict protocol is followed.

Lastly, no personal or professional relationships exist between any of the proposed lead or assistant attorneys listed in this response with any City Council members or city staff. Again, Pam Whitmore conducted many trainings for the League and the League of Minnesota Cities Insurance Trust so it may be possible a City Council member or city staff member attended one of those trainings.

FEES

Subject to negotiation with the City, Eckberg Lammers proposes the following compensation scenarios.

Option A – Monthly Flat-Fee Retainer:

	Year 1	Year 2
Retainer Fee (Monthly)	\$3,000.00	\$3,090.00
Hourly Rate for All Attorneys	\$180.00	\$185.00
Hourly Rate for Paralegals	\$115.00	\$120.00
Hourly Rate – Attorneys <i>Development Pass-Through, Litigation, Labor & Employment and Additional Services</i>	\$275.00	\$280.00
Hourly Rate – Paralegals <i>Development Pass-Through, Litigation, Labor & Employment and Additional Services</i>	\$155.00	\$160.00

The scope and nature of the general services retainer would cover:

- Staff meetings as requested, office hours two times per month on the first and third Wednesdays from 1:00 p.m. to 4:00 p.m.,
- Attendance at regular City Council meetings the second and fourth Tuesday of each month.
- One hour of labor and employment services per month.

All additional services to the City would be charged at the hourly rate detailed above. Services in relation to developments, litigation, or labor & employment (outside the one hour) would be charged at the development pass-through rate detailed above.

Option B – Hourly:

	Year 1	Year 2
Hourly Rate for All Attorneys	\$180.00	\$185.00
Hourly Rate for Paralegals	\$115.00	\$120.00
Hourly Rate - Attorney <i>Development Pass-Through, Litigation, Labor & Employment</i>	\$275.00	\$280.00
Hourly Rate – Paralegals <i>Development Pass-Through, Litigation, Labor & Employment</i>	\$155.00	\$160.00

The minimum increments billed for each service are recorded in .10 per hour increments.

Meeting attendance for regular and special City Council meetings, Council work sessions, and board commission and committee meetings are proposed to be provided at a flat fee of \$500 per meeting. Other meetings would be billed at the hourly rate detailed above.

Detailed monthly billing statements can be tailored to the requirements of the City. The firm already separates out hourly rates in different files for special projects, personnel,

utility and other items that may not be charged to the general fund, and separates hourly rates and charges that will ultimately be reimbursed through a developer cash deposit or escrow. Any increases in fees and/or billing charges will be based upon the signed contract. The firm will not increase or change any fees outside of the scope of the contract.

Hard Costs

As part of the firm's comprehensive civil legal services, no charges are imposed for routine phone calls. The firm encourages City staff to contact any of our attorneys and support staff without budgetary concerns. If a phone call evolves into a project or work item, that item will transition to the appropriate billing option. The firm has found this approach to be welcomed by cities, as it provides for unfettered legal advice without imposing financial pressure on the city.

Charges passed through at cost:

- Postage, Courier/Delivery
- Process Server Fees

- Publication Fees
- Court Filing Fees
- Document Recording & Closing Fees
- Copies are charged at \$0.20 per page

The firm does not charge for the following:

- Westlaw Research Fees
- Administrative billings for file setup and computer entry
- Mileage reimbursement
- Legal assistant services
- Office Supplies
- Electronic copies of documents

PROFESSIONAL REFERENCES

Eckberg Lammers values the professional relationships we have developed with the administrative staff in each of our member communities. Our references include:

City of North Mankato: John Harrenstein, City Administrator
1001 Belgrade Ave
North Mankato, MN 56003
(507) 625-4141
johnharrenstein@northmankato.com

City of Hudson: Aaron Reeves, City Administrator
505 Third Street
Hudson, WI 54016
(715) 716-5741
areeves@hudsonwi.gov

City of Champlin: Bret Heitkamp, City Administrator
11955 Champlin Drive
Champlin, MN 55316
(763) 923-7110
bheitkamp@ci.champlin.mn.us

City of Blaine: Michelle Wolfe, City Manager
10801 Town Square Drive
Blaine, MN 55449
(763) 785-6120
mwolfe@blainemn.gov

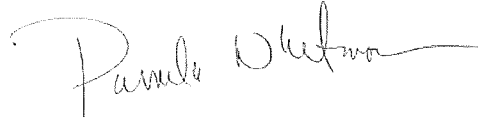
City of East Bethel: Jack Davis, City Administrator
2241 221st Avenue Northeast
East Bethel, MN 55011
(763) 367-7840
jack.davis@ci.east-bethel.mn.us

CONCLUSION

The breadth and depth of the firm's experience representing municipal clients makes Eckberg Lammers uniquely qualified to provide effective legal services to the City of Ramsey. No other firm can offer the City the comprehensive services that Eckberg Lammers provides. Eckberg Lammers has the demonstrated ability and willingness to maintain close and effective working relationships with its municipal clients. The firm has enjoyed tremendous success representing municipalities of all sizes due to its complete representation, which results from the commitment, ability and communication of all attorneys and staff to deliver to the client the services requested. Eckberg Lammers is excited for the opportunity to provide comprehensive and thorough municipal legal services to the City of Ramsey.

Respectfully submitted this 9th day of July, 2021.

Eckberg Lammers, P.C.



Pamela J. F. Whitmore
(651) 351-2133
pwhitmore@eckberglammers.com

APPENDIX A

Roster of Attorneys

Eckberg Lammers has 18 attorneys who work collaboratively to deliver a full spectrum of legal services for every client. The following is a summary of each attorney's area(s) of practice:

Attorney:	Area(s) of Practice:
Pamela J.F. Whitmore*	Municipal Law, Rule 114 Qualified Neutral- Minnesota, Employment Law, Civil Litigation, Alternative Dispute Resolution
Christopher T. Nelson	Municipal Law, Civil Litigation, Labor and Employment Law
Thomas R. Loonan	Municipal Law, Business Law, Commercial Real Estate
Nicholas J. Vivian*	Municipal Law, Banking and Finance, Business Law
Lida M. Bannink*	Labor and Employment Law, Municipal Law, Civil Litigation
Kevin S. Sandstrom*	Municipal Law, Civil Litigation, Worker's Compensation
Imran Ali*	Director of Law Enforcement Education & Training, Municipal Prosecution, Litigation, Personal Injury
Thomas J. Weidner*	Municipal Prosecution, Civil Litigation
Derek T. Archambault	Municipal Prosecution
Kari E. O'Leary	Municipal Prosecution
Eric J. Sherburne	Banking and Finance
Ashley M. Kemplin-Gamm	Commercial Real Estate, Municipal Real Estate
Patrick J. Sweeney	Municipal Law, Civil Litigation
Mitchell S. Sell	Civil Litigation, Municipal Prosecution
Anneliese L. McCahery	Municipal Law, Municipal Prosecution
Joseph D. Van Thomme*	Municipal Prosecution
Patrick J. Boley	Estate Planning and Probate
Jane M. Hill	Estate Planning and Probate

** Indicates shareholder(s)*

APPENDIX B

Support Personnel

The firm has a stable and consistent staff base that has steadily grown over time. All positions are filled with employees who have the experience and knowledge to meet the requirements of the firm's municipal clients. Our support is as follows:

Name	Title	Practice Area(s)
Heather Blesener	Legal Assistant	Municipal Law, Labor & Employment
Danette Langness	Paralegal	Municipal Law, Banking and Finance, Business Organization
Carol Dawson	Paralegal	Municipal Law, Labor & Employment, Civil Litigation
Julie Wheeler	Legal Assistant	Municipal Law, Banking and Finance, Business Organization
Missy Barstow	Legal Assistant	Prosecution
Kelly Salo	Legal Assistant	Prosecution
Julie Meredith	Legal Assistant	Prosecution
Kelly Deweerd	Legal Assistant	Prosecution
Taylor Thoreson	Victim/Witness Coordinator	Prosecution
Linda Wikoff	Victim/Witness Coordinator	Prosecution
Andrea Evans	Paralegal	Real Estate
Jen Kosky	Paralegal	Personal Injury
Jenny Brodrick	Paralegal	Personal Injury
Karen Stoltzmann	Paralegal	Probate
Kathy Wahlman	Legal Assistant	Civil Litigation, Workers' Compensation
Shelley de St. Aubin	Legal Assistant	Estate Planning
Kim Pepera	Office Administrator	
Linda Junco	Accountant	
Dana Reynolds	Marketing Director	
Charmagne Banaszek	Receptionist	

APPENDIX C

Represented Municipalities

Eckberg Lammers has historically maintained a significant focus in municipal and public-sector practice and, since its inception, has been one of the leading municipal law firms in the Twin Cities Metro area and beyond. The following list includes a listing of all current Eckberg Lammers represented municipalities:

City Attorney for the Following:

Bayport	Oak Park Heights
Blaine	Scandia
East Bethel	Star Prairie, WI
Forest, WI	St. Joseph, WI
Hudson, WI	St. Mary's Point
Lake St. Croix Beach	Swiss, WI
Mendota	Trade Lake, WI
New Richmond, WI	Wyoming

Prosecution Services for the Following:

Bayport	Mendota
Blaine	Morristown
Circle Pines	Newport
Crystal	Northfield
Dundas	Oak Park Heights
East Bethel	Ramsey
Faribault	Robbinsdale
Lake St. Croix Beach	St. Mary's Point
Mahtomedi	Woodbury

APPENDIX D

Malpractice Insurance Declaration



DECLARATIONS

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

Policy Number: 2184 37

LAWYERS PROFESSIONAL LIABILITY POLICY
CLAIMS-MADE and REPORTED

Item 1. Named Insured: Eckberg Lammers, P.C. Attorney's Title of Stillwater Address: 1809 Northwestern Ave S Stillwater, MN 55082

Item 2. Policy Period: 9/12/2020 to 9/12/2021 Effective Date Expiration Date 12:01 a.m. at the address of the Named Insured in Item 1.
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Item 3. Limits of Liability:	\$3,000,000	Per Claim
	\$5,000,000	Aggregate

Item 4. Deductible:	\$15,000	Per Claim
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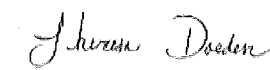
Item 5. Premium: \$43,054	Number of Lawyers: 15
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Item 6. Forms and Endorsements: MLM-0019 (06-18) Prior Acts Retroactive Date, MLM-0032 (06-18) Minnesota Changes, MLM-0048 (06-18) Specific Entity Exclusion, MLM-2000 (06-18) Coverage Form

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

MINNESOTA LAWYERS MUTUAL INSURANCE COMPANY


Roger Fellows, Secretary


Terri Doeden, Authorized Agent


Paul M. Ablan, President

MLM-0034 (06-18)



ECKBERG LAMMERS

ATTORNEYS AT LAW



Pam Whitmore
Attorney, Rule 114 Qualified Neutral

651-351-2133
pwhitmore@eckberglammers.com

Pam is a shareholder and attorney with Eckberg Lammers. She is also a Rule 114 Qualified Neutral and lead attorney for our Conflict Management Solutions practice. She also practices extensively in Municipal Law and Employment Law.

Her in-depth litigation experience working on behalf of cities, counties, school districts, and townships has provided her extensive knowledge regarding many facets of municipal law. She is well versed in open meeting laws, data practices, utilities and telecommunications, land use, workplace investigations, social media in the workplace, and discrimination and harassment claims. She has appeared in both state and federal court as well as the Minnesota Court of Appeals, prevailing in many. Examples include:

- **In the Matter of Application McDuffee (Minn. App. 2008):** Successfully defended Township's decision to grant conditional use permit to dog breeding facility.
- **Steinke v. Columbus Township (Minn. App. 2007):** Successfully defended challenge to Township's assessment on landowners' property for water project.
- **Doe v. Independent School District No. 152 and City of Moorhead (Minn. App. 2007):** Successfully defended appeal of summary judgment dismissal of City on based on finding of no duty owed to user of Sports Facility.
- **Dropp v. County of Streamns (Minn. App. 2005):** Successfully overturned on appeal lower court decision based on applicability of statutory immunity to County's decision of pole placement.

Pam is also a Rule 114 Qualified Neutral in the State of Minnesota. She specializes in conflict management services, which benefits municipalities and other governmental bodies, as well as private businesses. She provides a holistic process for organizations to learn how to engage others, be open to perspectives, generate integrative solutions, and take the next steps towards improved communication, collaboration, and strategic planning.

When not working, you can find Pam on the golf course with her husband, on walks with her dog, or cooking for one or more of her three adult kids and friends.

About Eckberg Lammers, P.C.

Founded in 1949, Eckberg Lammers, P.C. is a fixture in the Twin Cities metropolitan area. With offices in Stillwater and Hudson, our attorneys serve clients throughout Minnesota and Wisconsin across a wide platform of practice areas. Our mission is to Build and Strengthen Communities through long-term relationships with municipalities, financial institutions, business and individuals to creatively solve legal needs.

Stillwater Office

1809 Northwestern Avenue
Stillwater, MN 55082
Phone: 651-439-2878
Fax: 651-439-2923

Areas of Practice

Conflict Management Solutions
Alternative Dispute Resolution/
Mediation
Employment Law
Municipal Law

Bar Admissions

Minnesota
Wisconsin

Education

Rule 114, Qualified Neutral - State
of Minnesota
Strategic Planning &
Measurement, University of
Minnesota Continuing Education
University of Iowa, College of Law
Iowa City, IA, J.D.
University of Northern Iowa Cedar
Falls, IA, B.S.

Professional Affiliations

Minnesota State Bar Association
Member, Public Law Section
Ramsey County Bar Association
Member
Minnesota Association City
Attorneys, *Member*
Association of Conflict Resolution
- Environment and Public Policy
Section, *Member*
The International Municipal
Lawyers Association, *Member*

Community Involvement

Minnesota State Bar Association
Mock Trial, *Coach and Judge*
Meals on Wheels
Volunteer
Community Engagement
Practitioners Group, State of
Minnesota
University of St. Thomas Law
School, *Mentor*



ECKBERG LAMMERS

ATTORNEYS AT LAW



Christopher Nelson Attorney

651-351-2137
cnelson@eckberglammers.com

Christopher Nelson is an attorney in our Municipal Law Group as well as in our Labor and Employment practice. He has developed an exceptional acumen for guiding local government clients throughout Minnesota, representing numerous municipalities prior to joining Eckberg Lammers.

Christopher works diligently with his clients across a variety of issues facing municipalities to protect their interests and help them achieve their goals, including:

Comprehensive plans	Land development
Contract negotiation and preparation	Real Estate
Easements	Zoning ordinances
FFCRA	CARES Act Compliance

He also has experience helping business and public sector clients effectively navigate the full spectrum of employment law by providing general counsel and litigation support.

Christopher attended Occidental College graduating in with a Bachelor of Arts in Politics and from William Mitchell College of Law with a Juris Doctor, *magna cum laude*. After graduation from law school, Christopher worked in the public sector, where he clerked for the Honorable Ross L. Leuning of the Third Judicial District gaining experience on civil, criminal and family law cases. He then worked for the Housing Justice Center focusing on affordable housing litigation and policy before starting private practice in 2017.

Christopher lives in Mahtomedi. He enjoys spending time with family, skiing, and time on the water.

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eckberglammers.com

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Fax: 651-439-2923

Areas of Practice

Municipal Civil Counsel

Bar Admissions

Minnesota

Wisconsin

U.S. District Court – District of
Minnesota

Education

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

Occidental College,
Los Angeles, CA
B.A., magna cum laude

Professional Affiliations

Minnesota State Bar Association
Member

State Bar of Wisconsin
Member

Community Involvement

Advocates for Human Rights
Pro bono Counsel

Prepare & Prosper
Volunteer Tax Preparer

Greater White Bear Lake
Community Foundations'
Leadership Tomorrow Program
Member

Honors & Awards

Occidental College's
representative at Pembroke
College, Cambridge University
- 2006-2007

AmeriCorps VISTA/Equal Justice
Works Fellowship with the Housing
Justice Center
- 2016-2017

William Mitchell Law Review
Member

William Mitchell's Thomas Tang
National Civil Rights and Williams
Institute Moot Courts
Member



ECKBERG LAMMERS

ATTORNEYS AT LAW



Lida Bannink Attorney

651-351-2116
lbannink@eckbergammers.com

Lida Bannink is a shareholder and attorney in our labor and employment practice as well as a litigator in our business and individual law groups. She routinely advises employers, both businesses and municipalities, on how to manage the complex web of laws and regulations to support the entity's human resource needs. Lida is especially adept at synthesizing complex legal and factual materials and clearly communicating all aspects of a matter to her clients. When called upon to litigate, she is a strong advocate in the courtroom. She focuses in the following areas:

LABOR & EMPLOYMENT

- Employee performance issues
- Family & Medical Leave Act (FMLA)
- American's with Disabilities Act (ADA)
- Separation/termination agreements
- Discrimination and harassment
- Families First Coronavirus Response Act "FFCRA"
- Workplace investigations
- Noncompete/confidentiality agreements
- Wage & overtime/medical leave
- Whistleblowing & retaliation
- Employment handbooks
- Collective bargaining
- Telecommuting agreements
- Worker classification

Lida is actively involved in bettering the community both professionally, such as her involvement in the St. Croix Valley Employers' Association, and personally through various volunteer events and charitable giving opportunities. She was raised on her family's rural farm in Clear Lake, Wisconsin and now resides in Western Wisconsin with her husband and three daughters. She has a passion for the outdoors and helping others in need.

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Areas of Practice

Labor & Employment
Municipal Labor & Employment
Business & Commercial Litigation
Civil Litigation

Bar Admissions

Wisconsin
Minnesota
U.S. District Court
Western District of Wisconsin
U.S. District Court
Eastern District of Wisconsin
U.S. Court of Appeals
Seventh Circuit

United States Supreme Court

Education

University of Wisconsin, Madison, WI
J.D.
Hamline University, St. Paul, MN
B.A., summa cum laude

Professional Affiliations

Minnesota State Bar Association
Council, Labor and Employment section, Member
State Bar of Wisconsin
Member
St. Croix Valley Bar Association
Member

Community Involvement

St. Croix Valley Employers Association
Programming Committee Member, Member
New Richmond Chamber of Commerce
Member
Hudson Chamber of Commerce
Member
Greater Stillwater Area Chamber of Commerce
Member