

**NOTES FROM A FINANCE COMMITTEE MEETING HELD WEDNESDAY, JULY 21,  
2010 – 5:30 P.M. – ROCKVILLE CITY HALL**

The meeting was called to order by Acting Chair Randy Volkmuth. Roll Call was called to order and the following members were found to be present: Acting Chair Volkmuth, Mayor Hagen, John Koerber, and alternate Duane Willenbring. Absent: Chair Palmer

Staff members present: Administrator/Clerk: Rena Weber, Councilors Jerry Schmitt, and Bill Becker

**APPROVE RECONCILIATION** – Acting Chair Volkmuth presented the June 2010 check reconciliation report for approval.

***Motion by Member Volkmuth, second by Member Willenbring, to recommend approval of the financial report for June 2010 as presented. (See attached report)***

***AYES: Hagen, Koerber, Volkmuth & Willenbring***

***Motion passed on a 4 to 0 vote.***

**INVESTMENTS** – Rena Weber reported the investments now match the auditor's numbers since they gave us a new trial balance.

***Motion by Member Volkmuth, second by Member Willenbring, to recommend approval of the Investments for June 2010 as presented. (See attached report)***

***AYES: Hagen, Koerber, Volkmuth & Willenbring***

***Motion passed on a 4 to 0 vote.***

**WATER RATE REVIEW** – Rena Weber presented copies of the worksheet for water rates using the 2011 proposed budget numbers. This reflects a significant increase:

- a) Partially due to the loss revenue from water tower rent
- b) Non-payment by developers.

No action was taken.

**ADJOURNMENT** – ***Motion by Member Volkmuth, second by Member Koerber, to adjourn at 5:48 p.m. Motion carried unanimously.***

Submitted by  
Rena Weber --Administrator/Clerk

**NOTES FROM A FINANCE COMMITTEE MEETING HELD THURSDAY, JULY 29,  
2010 – 5:00 P.M. – ROCKVILLE CITY HALL**

The meeting was called to order by Chair Sue Palmer. Roll Call was taken and the following members were found to be present: Chair Palmer, Members Randy Volkmuth and alternate Duane Willenbring. Absent: Mayor Hagen and John Koerber.

Staff members present: Administrator/Clerk: Rena Weber, Public Works Director Rick Hansen, Engineer Scott Hedlund, Councilors Jerry Schmitt, and Bill Becker.

Others present: Tom Nystrom, Scott Palmer.

**MEET WITH FOWLER ROAD RESIDENTS TO DISCUSS ASSESSMENT** – Scott Hedlund presented a breakdown of the proposed assessments using the bids that were received. (A copy is attached and marked Exhibit A).

Rena Weber reported that Charles Grell told her in a phone conversation today that he was in favor of Fowler Road being tarred as the assessment would be less. He would also like to know when the deferred portion of the assessment would need to be paid.

Rena Weber read the Ag-40 deferred assessment portion of the Assessment policy. **Assessments for Properties Zoned A-40.** For roadway reconstruction and reclaim projects, the assessments levied for properties zoned A-40 will be limited to 200 Adjusted Front Feet for each building unit that may be constructed on the property (i.e. 200 front feet for each 40 acres). In addition, however, the property shall also have a deferred assessment for the remaining Adjusted Front Footage of the property in accordance with this Section 11(B).

The deferred assessments shall become payable upon the earlier occurrence of one of the following: (1) 20 years has passed from the date of the adoption of the assessment roll; or (2) the property is no longer classified as agricultural pursuant to the tax assessment classification system. The deferred assessments shall be payable at the duration provided in Section 8 (C), but must be paid in full within 30 years. The deferred assessments shall accrue interest from the date of the adoption of the assessment roll.

Randy Volkmuth read the new construction verbiage from the Assessment Policy.

**A. Street, Curb and Gutter and Storm Water Drainage Improvements.**

**New Construction.** All new streets will be assessed 100% to the abutting benefited properties. Street and curb and gutter improvements will normally be assessed by the adjusted front foot method, however other methods may be utilized if conditions warrant. Cost of construction of streets shall be assessed based on the minimum design of seven ton axle load with 32-foot width in residential areas and nine-ton axle load in commercial and industrial areas. Over sizing costs which are incurred in excess of the above may be paid by: State funds, larger assessment rates to other benefited properties, general obligation funds, or any other method or combination of methods authorized by the City Council.

Member Willenbring stated he felt we were creating a dilemma by tarring this road and it is leaving a sour taste in his mouth. He does not want to do it based on the fact that maintenance was the factor for making it public.

Fowler Road will be designed for a 5 ton road.  
No action was taken at this time.

### REVIEW DEFERRED ASSESSMENT POLICY

Much discussion was held on deferment VS not deferring. The assessment policy calls for 100% assessment as it is new construction.

Member Volkmuth asked what the reason would be for findings of fact if we did this.

Sample resolutions were provided from the City of Waite Park for review. Findings could include:

- ◆ Property is sold
- ◆ Property is split
- ◆ Change in zoning

What is the proposed interest rate?

- ◆ Prime interest rate plus 1 ½ times above it. Comparable rate as if we were bonding or what are the average bonds selling for right now. Rena Weber reported the 2009 Refunding Bond had an average interest rate of 3.28% or 4.75%.
- ◆ Balance due in 15 years.

***Motion by Member Volkmuth, second by Member Willenbring, to recommend proceeding with both projects as stated in Resolution 2010-15***

Member Willenbring stated he is okay with the assessment process, but he just does not like the width of Fowler Road. This is just like Hubert Lane on the north side.

Member Willenbring would consider a counter policy as he feels it will come back to haunt us.

It was determined that this clause be added for the Fowler Road residents - "The entities agree to understanding not a full width road, fully function road. "

***Ayes: Palmer & Volkmuth***

***Nays: Willenbring***

***Motion passed on a 2 to 1 vote.***

*The meeting recessed to the City Council meeting and returned at 6:15 p.m.*

**WATER RATE REVIEW** – Rena Weber presented copies of the worksheet for water rates using the 2011 proposed budget numbers. This reflects a significant increase:

- a) Partially due to the loss revenue from water tower rent
- b) Non-payment by developers.

Rena Weber recommended

1. Unaccounted (or general use) water is a big issue and really should be paid for by the city as a whole.
2. Use some of the water tower rent to make up the difference
3. Charge the 15% as proposed

Member Willenbring agreed that all taxpayers should pay for the core city concession stand & parks, fire protection, skating rinks, city hall, and the Maintenance building water use. 6% maybe is unaccounted or unmetered water.

***Motion by Member Willenbring, second by Member Volkmuth, to recommend to the council a 15% increase in water rate to \$3.32, 10% of \$56,000 of the water rent go to the Water Fund and further that all water that can be metered, meter it, and the general fund will pay for. Motion carried.***

Member Willenbring questioned the need for Don Simon as the contracted water person on the weekends. Rena Weber explained the cost savings of having an individual do this work as opposed to paying staff on-call pay. Rick Hansen explained what he does and how it saves the city in the long run since we don't have telemetry from the core city water tower to the tower at Pleasant Lake.

**SEWER RATE REVIEW** – Rena reported that she and Rick Hansen split the expenses of the Sewer Department by Lake and Core area and found them to be healthy and recommends no change.

	REVENUES	EXPENSES
CORE AREA	\$130,487.79	111,197.63
LAKES AREA	112,287.84	66,396.07

Rena further explained this is operation and maintenance costs only and do not take into account the debt.

**2011 PROPOSED BUDGET/TAX LEVY** – Rena presented a proposed tax levy of \$1,001,224 which deletes the Rock Fest of \$4500 and accounts for the increases in debt payments or a .007% increase.

***Motion by Member Volkmuth, second by Member Willenbring, to recommend adding the \$4500 for Rock Fest back into the general fund.***

CITY OF ROCKVILLE	SUPPLEMENT TO REGULAR	
2011	LEVY FORM	
CERTIFIED LEVY	LEVY AMOUNT	
LEVY PURPOSE	(PLEASE ROUND TO WHOLE DOLLARS)	
Revenue-Fund 101-41000	552,190	
Fire Protection-Fund 101-42200	81,650	
Economic Development- Fund 209	1,000	
Road & Bridge Maintenance-Fund 215	62,487	
<b>Special Levies Outside of Levy Limits:</b>		
Certificate of Indebtedness Pumper Truck Fund 101-42200	21,650	
Certificate of Indebtedness One Ton Truck Fund 101-43100	3,845	
Lake Improvement District Fund 101-41000	14,500	
2009A/1998 G.O. Utility Revenue Bond Disposal Portion-Fund 310	16,424	
2004 Prairie Ind. Park Imp. Bond-Fund 305	6,000	2009 Levy
City Facilities-City Hall/Fire Hall-Fund 304	217,850	1,051,508
City Facilities-City Hall/Fire Hall-Fund 304 Detachment	8,228	
CR 82 Imp (& SJ Louis) Bond Fund 308	19,900	Less Detachment
		57,248
		Goal 2010 Levy
<b>TOTAL NET TAX CAPACITY BASED LEVIES</b>		994,260
		Difference
<b>TOTAL CERTIFIED LEVY</b>	<b>\$1,005,724</b>	<b>-11,464.00</b>

***Motion carried unanimously.***

**ELECTRICAL SERVICE RFP** – Rick Hansen reported that he talked to Flavian Kramer and was told the time would start when they leave the shop. For emergencies the cost would be \$55/hr and non-emergencies or planned service - \$45/hr.

***Motion by Member Volkmuth, second by Member Willenbring, to recommend entering into agreement with Kramer Electric of Watkins for electrical service. Motion carried.***

Member Willenbring stated that he has learned a lot in the past year & one-half and feels it is necessary to do some strategic planning. He would like to see us use an outside facilitator and take this meeting out of town.

**ADJOURNMENT** – ***Motion by Member Willenbring, second by Member Volkmuth, to adjourn at 7:02 p.m. Motion carried unanimously.***

Submitted by  
Rena Weber –Administrator/Clerk

EXHIBIT A

7/20/2010

2010 GRAND LAKE ROAD & FOWLER ROAD IMPROVEMENTS  
(WEST PROPERTY LINE OF HOUSE #11056 TO AGATE BEACH ROAD)  
ROCKVILLE, MN  
SEH NO. ROCKV 111390

~~FOWLER ROAD ALTERNATE INCLUDED IN PROJECT~~

DRAFT FINAL ASSESSMENT WORKSHEET

PARCEL ID NO.	PROPERTY LEGAL DESCRIPTION	TAXPAYER	ZONING	ADJUSTED FRONT FOOTAGE	PARCEL AREA		ASSESSED FRONT FOOTAGE	DEFERRED ASSESSED FRONT FOOTAGE	ITEM	2009 SOC/ACTUAL RATE PER FOOT	ASSESSMENT ADJUSTMENT FACTOR	ASSESSMENT	DEFERRED ASSESSMENT
					SQ. FEET	ACRES							
76.42070.0014	Lot-014 LOT 14 ALSO VACATED ROAD OLD # 28.17330.000	O'KEEFE, SHAWN J	R-1	100	28,324	0.65	100	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,460.70	\$0.00
76.42070.0013	Lot-013 LOT 13 ALSO VACATED ROAD OLD # 28.17330.000	DANSEREAU, SIMONNE J	R-1	100	27,779	0.64	100	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,460.70	\$0.00
76.42070.0012	Lot-012 LOT 12 ALSO VAC ROAD OLD # 28.17337.000	RINGSMITH, KAROL & D M TRUSTEES	R-1	100	27,317	0.63	100	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,460.70	\$0.00
76.42070.0011	Lot-011 LOT 11 ALSO VACATED ROAD OLD # 28.17330.000	STEINHOFF, ARNOLD A & J	R-1	100	27,278	0.63	100	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,460.70	\$0.00
76.42070.0010	Lot-010 LOT 10 ALSO VACATED ROAD OLD # 28.17335.000	SAND, RANDY	R-1	100	27,396	0.63	100	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,460.70	\$0.00
76.42070.0009	Lot-009 LOT 9 ALSO VACATED ROAD OLD # 28.17334.000	MAGNUSON, MARK R & DEBORAH K	R-1	100	27,704	0.64	100	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,460.70	\$0.00
76.42070.0008	Lot-007 LOT 8 ALSO VAC ROAD & LOT 7, LESS E 75' OLD # 28.17333.000	MOLITOR, PAUL Z & RITA TRUSTEES	R-1	125	35,126	0.81	125	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,825.88	\$0.00
76.42070.0007	Lot-006 W2 OF LOT 6 ALSO VACATED RD & E 75' OF TOL D # 28.17331.000	KERN, DOREEN A	R-1	125	35,068	0.83	125	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,825.88	\$0.00
76.42070.0006	Lot-006 LOT 6, LESS W2 THEREOF ALSO VACATED ROAD OLD # 28.17330.000	ROTH, RUSSELL G & ROSE ANN	R-1	50	14,807	0.34	50	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$730.35	\$0.00
76.42070.0005	Lot-005 LOT 5 & VACATED ROAD OLD # 28.17329.000	NYSTROM, DONALD R & RUTH M	R-1	100	30,697	0.70	100	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,460.70	\$0.00
76.42070.0004	Lot-004 LOT 4 & VAC ROAD # 28.17328.000	HARRIS, SCOTT & HEIDI	R-1	100	31,083	0.73	100	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,460.70	\$0.00
76.42070.0003	Lot-003 LOT 3 ALSO VAC ROAD OLD # 28.17327.000	EBNET, DAVID F	R-1	100	33,616	0.77	100	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,460.70	\$0.00
76.42070.0002	Lot-002 LOT 2 ALSO VAC ROAD # 28.17326.000	MELSEN, GREGORY J & BARBARA J	R-1	100	35,287	0.81	100	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,460.70	\$0.00
76.42070.0001	Lot-001 W 100' OF LOT 1 OLD # 28.17325.001	FABEL, RANDY M & GEORJEAN R F	R-1	100	36,566	0.84	100	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,460.70	\$0.00
76.42070.0000	Lot-001 LOT 1 LESS PART TO KLEIN & DANZEISEN OLD # 28.17325.000	MOLITOR, JAYSON P & PATTY	R-1	100	41,073	0.94	100	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,460.70	\$0.00
76.41647.0700	2.24 A. PART OF G LOT 4 BEG ON W LN 237.45' N OF SW COR - N282.55' - N74D E 106.30' - N47D W 302.55' - N81D E 74.84' - N28D W 60' TO LK - NE ALG LK 150' - S28D E - S57D W 183.04' - S47D E 11.20' - S50D E 102.11' - S41D E 98.72' - S31D	PALMER, SCOTT A & SUSAN M	R-1	323	(1) 97,574	2.24	200	125	RURAL SECTION ROADWAY (SPECIAL)	\$12.07	(2) 100%	\$2,414.55	\$1,508.08
76.416480.0400	.37A OF GOVT LOT 4 IN SEC 28 NE 154.5X90' TRACT OF LOT 1 MOLITOR ADD & VAC ROAD OLD # 28.17084.000	ELIZABETH J RLEIN FAMILY TRUST	R-1	100	(1) 16,117	0.37	100	0	RURAL SECTION ROADWAY (SPECIAL)	\$12.07	(2) 100%	\$1,207.28	\$0.00
76.41647.0400	5.89 A. PART OF G LOT 4 BEG AT PT ON S LN 745.48' E OF SW COR - N15D E 449.06' TO POB & CLRD - N15D E ALG DR FOR 303.34' - N57D N 383.46' - N38D W 304' TO LK - SW ALG LK 167.99' - S28D E 197' - S57D W 183.04' - S47D E 11.20' - S50D E 102.11'	GRELL, CHARLES C & POLLY A	R-1	855	(3) 256,568	5.89	200	655	RURAL SECTION ROADWAY (SPECIAL)	\$12.07	(2) 100%	\$2,414.55	\$7,607.65
76.41647.0500	12.25 A. FRL 12.25 AC OF GOVT LOT 4 OLD # 28.17076.005	WENNER, PAUL M	R-1	1779	(1) 633,610	12.25	200	1579	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$2,021.40	\$23,054.45
76.416480.0100	.79A PT OF LOT 4 LYING NE OF WALDEMAR WENNER TRACT OLD # 28.17081.000	FISCHER, JACOB R	R-1	115	34,412	0.79	115	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,670.81	\$0.00
76.416480.0010	.96A FRL .96 AC OF GOVT LOT 4 OLD # 28.17080.000	GREWE, CARL W JR. AND SHARON	R-1	130	41,818	0.68	130	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$2,030.37	\$0.00
76.416480.0200	.63AC FRL .63 AC OF GOVT LOT 4 OLD # 28.17082.000	LUTGEN, MICHAEL AND JUDY	R-1	100	27,443	0.63	100	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$1,460.70	\$0.00
76.41649.0400	3.86A E1680.32' OF GOVT LOT 5 LYING S OF MOLITORS ADD OLD # 28.17092.000	MOLITOR, HAROLD & EVELYN	SP-1	616	184,705	4.24	200	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$2,021.40	\$0.00

2010 GRAND LAKE ROAD & FOWLER ROAD IMPROVEMENTS  
(WEST PROPERTY LINE OF HOUSE #11056 TO AGATE BEACH ROAD)  
ROCKVILLE, MN  
SEH NO. ROCKV 111390

7/20/2010

~~FOWLER ROAD ALTERNATE INCLUDED IN PROJECT~~

DRAFT FINAL ASSESSMENT WORKSHEET

PARCEL ID NO.	PROPERTY LEGAL DESCRIPTION	TAXPAYER	ZONING	ADJUSTED FRONT FOOTAGE	PARCEL AREA		ASSESSED FRONT FOOTAGE	DEFERRED ASSESSED FRONT FOOTAGE	ITEM	2009 SO/ACTUAL RATE PER FOOT	ASSESSMENT ADJUSTMENT FACTOR	ASSESSMENT	DEFERRED ASSESSMENT
				FEET	SQUARE FEET	ACRES	FEET	FEET					
76.410-17.0600	5.03 A. PART OF G.LOT 4 LYINGS OF TWP RD (MUST BE SOLD WITH 28.17164.080) OLD # 28.17076.010	WENNER EXCHANGE-A PARTNERSHP	SP-1	078	203,268	4.67	200	0	RURAL SECTION ROADWAY (WIDTH UP TO 24')	\$54.10	27%	\$2,921.40	\$0.00
			TOTAL	8,297	1,856,577	42.82	2,964	2,358				\$41,881.95	\$32,481.20

P:\P\F\ROCKV\111390\2010\2010 ASSESSMENT 11.mxd



**NOTES FROM A PUBLIC WORKS COMMITTEE MEETING HELD THURSDAY, JULY 29, 2010 – 4:30 P.M. – ROCKVILLE CITY HALL**

The meeting was called to order by Acting Chair Volkmuth. The following members were found to be present: Council Members, Bill Becker, Randy Volkmuth & Duane Willenbring. Absent: Mayor Hagen & John Koerber. Jerry Schmitt arrived at 4:45 p.m.

Staff Members present were: Rena Weber Administrator/Clerk & Rick Hansen-Public Works Director.

Others present: Scott Hedlund, Engineer, Tom Nystrom & Sue Palmer.

**GRAND LAKE/FOWLER ROAD – ENGINEERING CONSTRUCTION SERVICES** – Acting Chair Volkmuth announced that the Public Works Committee meeting had been called for the purpose of reviewing the proposed engineering construction services contract.

Scott Hedlund presented a breakdown of construction services in a memo dated 7/29/10. A copy is hereby attached and marked Exhibit A.

Task 1. Construction Services

- ◆ Administer pre-construction conference
- ◆ Prepare and distribute project newsletter to residents (staff to assist)
- ◆ Distribute and review contract documents
- ◆ Project progress site visits by Engineer
- ◆ Prepare and review contractor applications for payment
- ◆ Provide part-time observation of road construction during active construction to ensure general compliance with plans and specifications (staff to assist)
- ◆ Provide one complete set of construction stakes:
  1. Centerline off-set stakes at 50 foot intervals, one site visit
  2. Centerline blue tops for top of select granular borrow, 3 site visits
  3. Centerline blue tops for top of aggregate base, one site visit
  4. Drain tile locations
- ◆ Prepare punch list

This will be done on an hourly basis not to exceed \$20,000. Test results are covered by the contractor.

***Motion by Member Volkmuth, second by Member Willenbring, to approve the proposal not to exceed \$20,000 with the understanding city staff will do as much as they can.***

***Ayes: Becker, Schmitt, Volkmuth & Willenbring***

**WATER/SEWER HOOKUP – BRUCE CONRAD LOT** - Rena Weber reported on that Tom Griffin –Total Lawn Care in Cold Spring would like to purchase this lot and moved his business to Rockville. The question is does he have to hook into city sewer and water. Tom Griffin thought he could use city water to fill his fertilizer trucks.

Scott Hedlund reported that he estimated the cost to be - \$15,000 for special assessments and whatever it would cost to hook up under County Road 82 and service to their lot. This would need a grinder pump.

Rick Hansen voiced concern that if they use water from the hydrant they might get chemicals back into the water main.

It was determined that he should be hooked up to city sewer and water as the ordinance calls for it.

***ADJOURNMENT – Motion by Member Volkmuth, second by Member Willenbring, to adjourn the meeting at 5:00 p.m. Motion carried.***

Submitted by Rena Weber  
Administrator/Clerk



July 29, 2010

RE: Rockville, Minnesota  
Grand Lake Road & Fowler Road  
*Construction Services*  
SEH No. P-ROCKV 112703 1

Honorable Mayor and City Council  
c/o Rena Weber, Administrator  
City of Rockville  
229 Broadway Street East  
PO Box 93  
Rockville, MN 56369-0093

Dear Mayor and City Council:

The City opened bids for the reconstruction of the easterly paved section (3,000 feet) of Grand Lake Road and Fowler Road (400 feet). SEH prepared the Plans and Specifications.

At this time, the City requests a Proposal for construction staking, observation, and administration. The following is a detailed description of our proposed scope of work:

**Task 1: Construction Services**

- Administer pre-construction conference.
- Prepare and distribute project newsletters to residents.
- Distribute and review contract documents.
- Project progress site visits by engineer.
- Prepare and review contractor applications for payment.
- Provide part-time observation of road construction during active construction to ensure general compliance with plans and specifications.
- Provide one complete set of construction stakes:
  - Centerline off-set stakes at 50 foot intervals, one site visit.
  - Centerline blue tops for top of select granular borrow, 3 site visits.
  - Centerline blue tops for top of aggregate base, one site visit.
  - Drain tile locations.
- Prepare punch list.

**Additional Services**

Services from SEH not listed above, if required or requested, can be provided to the City at our normal hourly rates.

**Assumptions**

The following services are not included in the scope of work and fee for this project at this time:

Honorable Mayor and City Council

July 29, 2010

Page 2

- Preparation of land/boundary survey to establish existing ROW and easements, pre-construction temporary staking for property owners, setting property irons.
  - It is assumed there is adequate right-of-way to construct the project without obtaining additional easements.
- Wetland delineation/mitigation/permitting services.
- Environmental services.
  - It is assumed there are no soil or groundwater contamination issues in the project area, or underground tanks.

#### Fee Schedule

We propose to provide Engineering Services for Task 1 on an hourly plus reimbursable expenses basis. Our proposed fee is not to exceed **\$20,000**. We will also furnish such Additional Services as you may request or as required. Payment for Additional Services shall be based on the time required to perform the services and the billable rates for the principals and employees engaged directly on the project, plus charges for expenses and equipment.

We look forward to continuing to work with you on this project and appreciate the opportunity to provide you a Proposal for these services. If this Proposal is acceptable, please sign and return one executed copy to SEH.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Scott D. Hedlund, PE  
Associate

sh/djg

c: Scott Lange, SEH

Kate Henkemeyer, SEH

p:\pl\rockv\12844\agreement\city glr ca 072110.doc

Accepted by: City of Rockville

By: Verena M. Weber  
Authorized Client Signature

Date: 7-29-10