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Ratwik, Roszak & Maloney, P.A.

May 21, 2013

Ms. Jo Thieling  
City Clerk  
City of Ramsey  
7550 Sunwood Drive NW  
Ramsey, MN 55303

VIA E-MAIL

RE: *Proposal for Civil Legal Services*  
Our File No. 9999-0077

Dear Ms. Thieling:

We are writing in response to your recent request for a monthly retainer proposal to provide civil legal services for the City of Ramsey. We propose a monthly retainer fee of \$4,000, which would include the following:

- Attendance at all regular and special City Council meetings and work sessions, Commission meetings, and HRA meetings, as directed by the City Administrator.
- Attendance at staff agenda setting meetings, as directed by the City Administrator.
- Review and drafting of ordinances and contracts.
- Advising City staff on legal matters by telephone, e-mail, or in person.

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Paul C. Ratwik (Retired)  
John M. Roszak (1944 – 2011)

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- Conducting legal research and rendering legal opinions as directed by the City Council, City Administrator, and/or Department heads.
- Legal training sessions for City Council and/or City staff.

We propose that the following civil legal services outside the scope of the retainer would be billed at \$145 per hour.

- City, EDA, and/or HRA real estate sales and acquisitions, and easement drafting and acquisitions.
- Contested case matters, which includes all adversarial proceedings such as litigation, arbitration, eminent domain proceedings, administrative proceedings, veterans preference proceedings, unemployment hearings, and the like.
- Investigations and labor negotiations, as requested.

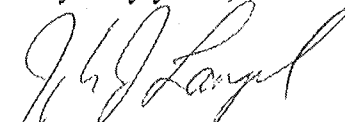
In addition, development matters where the project proposer is required to reimburse the City for legal services would be billed at \$185 per hour.

As part of this proposal, and at no charge to the City, we would meet with City staff immediately after being appointed to review all ongoing legal matters to facilitate the smooth transition of the City's civil legal services.

We believe this retainer based proposal will provide the City with a cost effective and efficient means of obtaining civil legal services. We remain open to discussing alternative fee arrangements with the City. We would welcome the opportunity to meet with you to further discuss this proposal and any alternative fee arrangements that the City would prefer. Please let us know when a meeting could be scheduled. We are available all day tomorrow and Thursday and Friday mornings.

Thank you again for the opportunity to submit this proposal. Please do not hesitate to contact us with any questions.

Very truly yours,



Joseph J. Langel  
Eric J. Quiring

RRM: #175405