

October 2, 2017

Ms. Joy McRoy, Town Clerk  
Town of Chocowinity  
PO box 145  
Chocowinity, NC 27817

**SUBJECT:** Town of Chocowinity  
System Development Fee Analysis  
Engineering Services Agreement


Dear Ms. McRoy:

Enclosed are two (2) copies of the Engineering Services Agreement for evaluation of a System Development Fee for the Town of Chocowinity, based upon the new statutory requirements. The technical service fee for the analysis, including calculations to estimate a depreciated value of the water and sewer systems is a lump sum amount of \$13,000.

Please review the documents. If everything is acceptable, please have the Board of Commissioners take action to approve. Execution should be by the Mayor and yourself in the designated locations. Return one copy of the document to my attention, and maintain a copy for your file.

We appreciate the opportunity to work with you and the Town of Chocowinity on this and other projects. Should you have any questions, please do not hesitate to call.

Sincerely,

  
Marvin E. Garner, Jr., AICP  
Vice President

Enclosures

Cc: File w/ encl.