

**AGENDA  
CASCADE CHARTER TOWNSHIP  
REGULAR BOARD MEETING**

Wednesday, July 8, 2015

7:00 P.M.

Cascade Branch of the Kent District Library, Wisner Center  
2870 Jacksmith, S.E.

**Expected Meeting Procedures**

1. During public comments you may speak on any item not noted on the agenda for a public hearing.
2. Please limit comments to 3 minutes per person and the Board may or may not choose to respond.
3. Please limit your comments to a specific issue.
4. Please turn OFF cellular phones.

**Article 1. Call to Order, Roll Call**

**Article 2. Pledge of Allegiance to the Flag**

**Article 3. Approval of Agenda**

**Article 4. Presentations/Public Comments (limit comments to 3 minutes)**

**Article 5. Approval of Consent Agenda**

- a. Receive and File Various Meeting Minutes
  1. Regular Board Meeting Minutes for 6/24/15.
- b. Receive and File Communications
  1. Notice from State of Michigan Public Service Commission – re: Case No. U-17831
  2. Letter from Charter Communications – re: Channel Information.
- c. Education Requests
  1. Roger McCarty – Michigan Assessor Association Conference – Bay City, MI - August 2-5, 2015.

**Article 6. Financial Actions**

**Article 7. Unfinished Business**

**Article 8. New Business**

**044-2015 Consider Approval of Resolution for Deferment from Summer Taxes without penalty.**

**045-2015 Consider Approval of the 2015 Pathway Improvement Program.**

**Article 9. Public Comments on any other matters. (limit comments to 3 minutes)**

**Article 10. Manager Comments**

**Article 11. Board Member Comments**

**Article 12. Adjournment**

**MINUTES OF THE  
CASCADE CHARTER TOWNSHIP  
REGULAR BOARD MEETING**

Wednesday, June 24, 2015

7:00 P.M.

- Article 1.** Supervisor Beahan called the meeting to order at 7:00 p.m.  
Present: Supervisor Beahan, Clerk Goodyke, Treasurer Peirce, Trustee McDonald, Lewis, Goldberg and Koessel.  
Absent: None  
Also Present: Manager Swayze, Fire Chief Sigg and those listed on Supplement #1.
- Article 2.** Supervisor Beahan led the Pledge of Allegiance to the Flag.
- Article 3.** Motion was made by Trustee Goldberg and supported by Trustee Lewis to approve the Agenda as presented. Motion carried unanimously.
- Article 4.** **Presentations/Public Comments (limit comments to 3 minutes)**
- Article 5.** **Approval of Consent Agenda**  
a. Receive and File Various Meeting Minutes  
1. Regular Board Meeting Minutes for 6/10/15.  
2. Regular Zoning Board of Appeals Minutes for 5/12/15.  
b. Receive and File Various Reports  
1. Treasurer's Department Monthly Report for April, 2015.  
c. Receive and File Communications  
1. Memo from Steve Peterson – re: Use of Recreation Park by Grand Rapids Amateur Astronomical Association.  
Motion was made by Clerk Goodyke and supported by Trustee Goldberg to approve the Consent Agenda as presented. Motion carried unanimously.
- Article 6.** **Financial Actions**  
a. **Consider Approval of May, 2015 General/Special Funds.**  
Motion was made by Clerk Goodyke and supported by Trustee Goldberg to approve the May, 2015 General/Special Funds. Motion carried unanimously.
- Article 7.** **Unfinished Business**
- Article 8.** **New Business**  
**041-2015 Consider Acceptance of FY 2014 Comprehensive Annual Financial Report.**  
Doug Vredeveld from Vredeveld Haefner LLC was present to review the FY Audit with the Board. Discussion followed. Motion was made by Treasurer Peirce and supported by Trustee Goldberg to accept the FY 2014 Comprehensive Annual Financial Report. Motion carried unanimously.

**042-2015 Consider Approval of the proposed Cascade Township FOIA Program.**

Manager Swayze provided the updates to our FOIA Program to the Board. Motion was made by Trustee McDonald and supported by Clerk Goodyke to approve the Proposed Cascade Township FOIA Program. Motion carried unanimously.

**043-2015 Consider Approval of Addendum to the MABAS Agreement.**

Chief Sigg reviewed the addendum. Motion was made by Trustee Goldberg and supported by Clerk Goodyke to approve the Addendum to the MABAS Agreement. Motion carried unanimously by roll call vote.

**Article 9. Public Comments on any other matters. (limit comments to 3 minutes)**

**Article 10. Manager Comments**

Manager Swayze offered the following comments:

- Offered a quick “training” on new AV equipment.
- Township Hall Feasibility Meeting will be held at the Wisner Center tomorrow at 9:00 a.m....it is posted as a work session of the Board.
- This week had Budget amendment reviews, there are a few budget amendments that will need to be made. Finance Committee will consider those at their meeting in July.
- We received our notice from the Post Office this week that they denied our request. We have started the appeal process.

**Article 11. Board Member Comments**

Trustee Lewis offered the following comments:

- Wanted to give a “tip of the hat” to the Finance Committee.

Trustee McDonald offered the following comments:

- Sentiments the same as Trustee Lewis’s

Trustee Goldberg offered the following comments:

- Inquired about where we were on the Schoolhouse Creek...  
-Manager Swayze responded the homeowner with the “pond” on their property indicated that they were not interested in participating in the project. The engineers have updated the plans accordingly. The Infrastructure committee will be considering those at their meeting in July.

Supervisor Beahan offered the following comments:

- Ben, Dan Durkee and I went down to Ann Arbor and visited the Ann Arbor City Hall.
- If you are in the area on the 4<sup>th</sup> of July, please stop by at the Celebration.
- On Father’s Day we had an evasive species eradication seminar here at the Wisner Center.
- We have a celebrity in our midst...Clerk Goodyke was honored by Camp Henry with a cabin dedicated to him and his wife Sherry. Clerk Goodyke was Camp Director for many years.

**Article 12. Adjournment**

Motion was made by Treasurer Peirce and supported by Trustee Koessel to adjourn. Motion carried unanimously.

Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Denise M. Biegalle  
Deputy Clerk

Approved by:

\_\_\_\_\_  
Ron Goodyke, Clerk

\_\_\_\_\_  
Robert S. Beahan, Supervisor

DRAFT

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION**

**NOTICE OF HEARING  
FOR THE ELECTRIC AND NATURAL GAS CUSTOMERS OF  
CONSUMERS ENERGY COMPANY  
CASE NO. U-17831**

- Consumers Energy Company requests Michigan Public Service Commission approval to reconcile its 2014 Energy Optimization (EO) plan costs and surcharges collected as associated with the plan approved in Case No. U-17351.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A public hearing will be held:

**DATE/TIME:** **Wednesday, July 15, 2015, at 9:00 a.m.**  
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

**BEFORE:** Administrative Law Judge **Suzanne D. Sonneborn**

**LOCATION:** Michigan Public Service Commission  
7109 West Saginaw Highway  
Lansing, Michigan

**PARTICIPATION:** Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) May 29, 2015 application to reconcile its 2014 EO plan costs and surcharges collected for both electric and natural gas service. Consumers Energy also seeks Commission's approval to collect a performance incentive payment for both the electric and natural gas EO plan.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets). Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov).



June 19, 2015



T6 P1 495 EXP \*\*\*\*\*AUTO\*\*ALL FOR AADC 493  
 Cascade Township  
 2865 Thornhills Ave. SE  
 Grand Rapids, MI 49546-7195

Dear Franchise Official:

This letter is to inform you of programming changes to our line-up taking effect on or after **July 20, 2015**.

**Local Weather in HD:**

The *local on the 8's* content will be seen on the Weather Channel in HD, channel 732 on Charter Expanded Basic HD service.

**Charter Digital Pay-Per View Channels Drop:**

ESPN will retire Game Plan/Full Court pay per view sports channels from their network. As a result, channels 251-256 will be removed from our channel line-up.

Charter Communications customers in your community are already receiving information regarding these new changes. To view your complete channel lineup, visit us on-line at: [charter.com/channellineup](http://charter.com/channellineup).

If you have any questions related to these changes, please do not hesitate to contact me at (616) 607-2377.

Sincerely,

Marilyn Passmore  
 Director, Government Affairs  
 Charter Communications, Michigan

# Memo

**To:** Cascade Township Board

**From:** Roger Mc Carty, Assessor

**CC:**

**Date:** 7/1/2015

**Re:** Request for approval for Roger Mc Carty to attend Michigan Assessor Association Conference

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Attached is an education request for Roger Mc Carty to attend the Michigan Assessor Association Conference. The conference is August 2-5, 2014 in Bay City, MI.

There are several excellent education classes. The education classes to be taken are listed on the application with class detail on the following page. As always, the conference is an excellent networking opportunity as well as a chance to interact with vendors.



**Cascade Charter Township  
Seminar/Conference Attendance Request Form**

This form must be filled out if the employee is requesting Township payment or reimbursement for the employee's attendance to a seminar or conference.

Conditions:

1. Cascade Charter Township will reimburse employees for approved registration for work related seminars and conferences. Individual seminars and conferences must be related to the employee's current job duties or a foreseeable-future position in the organization in order to be eligible for educational assistance.
2. Some seminars/conferences that an employee may attend may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.
3. Any request that requires an overnight stay or expenditure over \$200 requires Township Board approval before the seminar/conference is attended.
4. Under extenuating circumstances, the Township Manager may approve an overnight stay or expenditure over \$200 for a conference or seminar prior to Township Board approval. The request must be made before attendance to a seminar/conference. The Township Board will be informed of request at their next scheduled meeting.

*This form must be completed by the employee and approved by the Township Manager and/or Township Board before the seminar/conference is attended.*

Name: Roger McCarty

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

Location of Seminar/Conference BAY CITY

Name of Proposed Seminar/Conference: MAA CONFERENCE

Description of Seminar/Conference: (may also be attached) ATTACHED

(over)

How will the Seminar/Conference benefit the employee and the township? \_\_\_\_\_

EDUCATION, NETWORKING

Cost of the Seminar/Conference: (Registration) \$ 200

(Lodging) \$ 343 (Travel) \$ 179<sup>40</sup>

Account #: 101 257 724

Your Signature: [Signature]

Approvals:

Department Head: [Signature] Date: 5/26/15

Township Manager: \_\_\_\_\_ Date: \_\_\_\_\_

Clerk's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Showing Township Board approval)

Original to personnel file

1 copy to applicant

1 copy to Accounting

# Michigan Assessors Association

## 43rd Annual Summer Conference

### August 2-5, 2015



# "Anchored in Education"

To register on-line, go to [www.maa-usa.org](http://www.maa-usa.org)

## Conference Registration Form

Please type or print clearly. (Please complete all fields and print clearly).

First Name: Roger Last Name: McCarty

Title: ASSESSOR CASCADE TWP

Mailing address: 2865 THORNHILLS SE

City, State, Zip: GRAND RAPIDS MI 49546

Business Phone: 616 949 6176 Home Phone/Cell: 616 570 2416

Email address: RMCCARTY@CASCADETWP.COM Is this your 1st MAA Conference?:  Yes  No

Guest Name:\* \_\_\_\_\_

\* (Guest/Companion Registration: (Please provide only if you are registering another person and include payment))

### EDUCATION SESSIONS (Please indicate which education programs you plan to attend)

All educational sessions have been approved for continuing education credit by the State Tax Commission (up to a full 16 hours of credit).

- Monday Afternoon - "Preparation for a Michigan Tax Tribunal Small Claims Appeal" - 4 Hours Credit
- Monday Afternoon - "ABCs of DDAs, TIFAs, LDFAs, BRAs, TIFs and PSDs" - 4 Hours Credit
- Tuesday All Day - "Restructuring Income/Expense Statements (IAAO Forum #932)" - 8 Hours Credit
- Tuesday All Day - "Understanding and Using Comparable Transactions" - 6 Hours Credit
- Tuesday All Day - "Valuation Issues and Net Leased Properties" - 6 Hours Credit
- Wednesday Morning - "WHY" The question to be answered before all the "HOW" instructions - 4 Hours Credit
- Wednesday Morning - "Current Assessment Topics" - 4 Hours Credit

Registration Fees	Early Registration (BEFORE July 20, 2015)	Regular Registration (ON or AFTER July 20, 2015)	Amount
MAA Member	<input checked="" type="checkbox"/> \$200.00	<input type="checkbox"/> \$250.00	\$ <u>200</u>
Non-member	<input type="checkbox"/> \$250.00	<input type="checkbox"/> \$300.00	\$ _____
Spouse/Companion*	<input type="checkbox"/> \$150.00	<input type="checkbox"/> \$200.00	\$ _____
<small>* A "companion" is defined as family member or individual not employed in assessment administration or related field.</small>			
Conference Exhibitor*	<input type="checkbox"/> \$400.00	<input type="checkbox"/> \$400.00	\$ _____
<small>* Includes one conference registration, skirted table, electrical and Wi-Fi.</small>			
Conference Contribution Type:			\$ _____
<small>(Education, Coffee/Break/\$350, Hospitality, Reception/Entertainment, Pres. Reception/\$350, Golf Hole/\$125/Hole, Misc.)</small>			
<b>Total Amount Enclosed</b>			\$ <u>200</u>

Please make check payable to: **Michigan Assessors Association**  
**MAA Membership Services**  
**P.O. BOX 499, Westphalia, MI 48894-0499**

Memberships will be verified. New memberships must be received prior to or with the Conference Registration to qualify for the regular member rate. Lapsed registrations will not be processed. Payment must accompany all conference registrations. If payment is received after July 20, 2015, a \$50 fee will be charged. Cancellation Policy: A full refund can be processed if the request is received prior to July 20th. Direct questions to Conference Chairman, Stacey Bassi at: 989-894-8136 or sbassi@baycitymi.org

# Michigan Assessors Association



## 43rd Annual Summer Conference

### August 2-5, 2015



## "Anchored in Education"

This year's conference offers attendees an outstanding opportunity to meet, share and learn best practices in the performance of assessment-related work and the ability to obtain up to 16 hours of the State Tax Commission's required continuing education credit.

### ~ Monday Educational Sessions ~

#### ABCs of DDAs, TIFAs, LDFAs, BRAs, TIFs and PSDs

DDAs, TIFs, LDFAs, BRAs and PSDs are great economic development tools. What do they do? How are they financed? What is captured? What is the Assessor's responsibility? Learn this plus a few tips to make your life easier when working with these.

**Presented by:**

Stacey Bassi, MAAO, Assessor, City of Bay City

#### Preparation for a Michigan Tax Tribunal Small Claims Appeal

Representatives of the Tribunal will present an in-depth overview of practice and procedure before the Tribunal's Small Claims Division. The class is tailored to representatives of local units of government and will cover the Tribunal's processes from the start of a case through the appeal of an opinion. The information presented will not merely be an overview of the Tribunal and its rules; the Tribunal's representatives will provide an inside look at the Tribunal and what to know for those who practice before it. The Tribunal will also provide updates on its practices and procedures and also outline relevant and notable case law.

**Presented by:**

Steve Lasher, Chairman, Michigan Tax Tribunal  
Samantha Snow Shaffer, Deputy Chief Clerk, Michigan Tax Tribunal

### ~ Tuesday Educational Sessions ~

#### IAAO Forum 932-Restructuring Income/Expense Statements

Find out the importance of restructuring of income and expense statements. Learn how to take an owner's income statement and restructure it, applying knowledge presented in this forum. Income and expense items that are not permissible for valuation purposes and items that are allowable, but not reported by property owners will be discussed with examples presented.

**Presented by:**

Debbie Ring, MAAO, Assessor, City of Kentwood  
Roger McCarty, MAAO, Cascade Charter Township

#### Valuation Issues and Net Leased Properties

The definition of a net leased property, characteristics of properties and income streams. Review of bundle of rights, fee simple, leased fee, leasehold estates, value in exchange and value in use.

USPAP citations in Standards 1-2, 1-4 and 2-2 are reviewed and court cases from Michigan and other states where property rights transferred was an issue are also identified.

Typical purchasers of net lease properties, the importance of credit rating and understanding lease terms, typical net lease properties are identified and sales by type are discussed.

Valuation issues including vacancy and operating expense

allowances, capitalization rates, understanding lease terms in subject and comparable properties are reviewed.

Several case studies on drug store, auto parts store and single tenant retail properties are discussed to illustrate valuation issues.

**Presented by:**

David Rice, MMAO, Appraiser, Edward Rose & Sons

#### Understanding and Using Comparable Transactions

Assessors and appraisers are challenged everyday by choosing the appropriate comparable properties to use in an assignment. This program serves to provide a foundation for the appraiser and assessor to question and answer what is and is not a comparable property. This class will present concepts useful in both residential and non-residential comparable property transaction decision-making.

**Learning Objectives:**

Identify what is meant by the term comparable;

- Explain how the term comparable property is sometimes used incorrectly or misunderstood
- State reasons for identifying and using comparable properties.
- Recognize sources for collecting comparable property information.
- Explain the value of creating standardized data collection sheets.

**Presented by:**

Donna Donna VanderVries, MMAO, Muskegon County  
Ron Pratt, City of Auburn Hills, MCAO ASA

### ~ Wednesday Educational Sessions ~

#### "Why" The Question to be answered before all the "How"

Most MAA classes focus on "how". Some tell us "what". But the question to be asked first is "why". This four hour class is a guided group discussion on the basics of our profession starting with why we have local government and why it is funded with property taxation. Students will be asked to consider the "why" in the behavior of elected officials, taxpayers and staff. When data in real life is not presented in classic textbook fashion, thinking of "why" can lead to creative solutions. Being able to ask and answer the question of "why" will make the assessor more efficient and effective..

**Presented by:**

Karrolynn Pargo, MAAO/3, Assessor, City of Northville

#### Current Assessing Topics

This session discusses the many changes in property tax administration legislation and requirements during the past year as well as upcoming changes on the horizon.

**Presented by:**

Timothy Schnelle, MMAO/4, STC Assessment & Certification Division

# Michigan Assessors Association

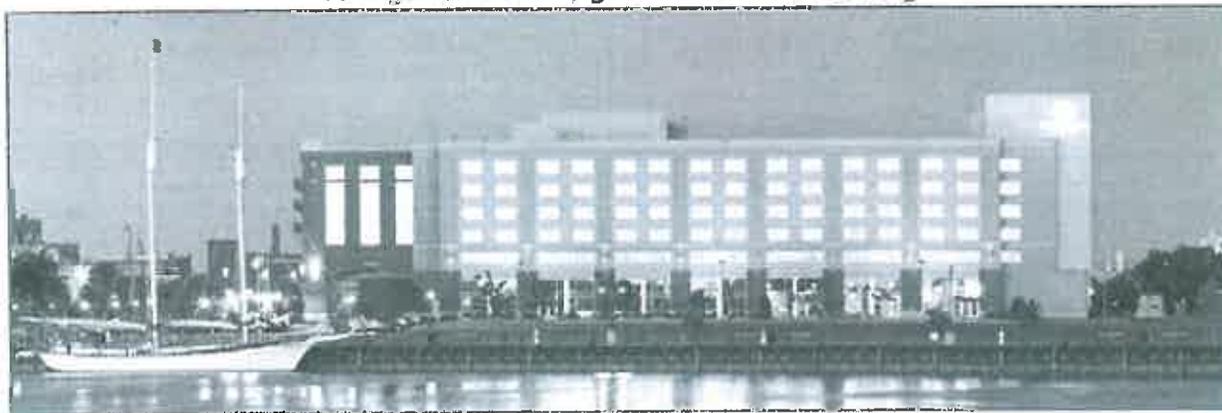
## 43rd Annual Summer Conference

### August 2-5, 2015



## "Anchored in Education"

To register on-line, go to [www.maa-usa.org](http://www.maa-usa.org)



### The DoubleTree by Hilton ~ Bay City, Michigan

This year's conference will provide excellent educational content along with ample social time to provide conference attendees an outstanding environment to learn techniques and practices in assessment administration. This is an exceptional opportunity to meet with colleagues from around the state thus enhancing the opportunity to build professional networks which are vital for continued professional success.

### Conference at a Glance

#### Concurrent Education Sessions

Experience four days of educational content that will expand your professional skills and understanding of emerging concepts. Attendees can obtain up to a total of 16 hours of required annual continuing education credits.

##### • Monday Afternoon

ABCs of UDAs, TIFAs, LDFAs, BRAs, TIFs and PSDs (4 Hours Credit)

Preparation for a Michigan Tax Tribunal Small Claims Appeal (4 Hours Credit)

##### • Tuesday All Day

Restructuring Income/Expense Statements (IAAO Forum #932) (8 Hours Credit)

Valuation Issues and Net Leased Properties (6 Hours of Credit)

Understanding and Using Comparable Transactions (6 Hours Credit)

##### • Wednesday Morning

"Why" The Question to be answered before all the "How" instructions (4 Hours Credit)

Current Assessing Topics Update (4 Hours Credit)

#### Accommodations

##### DoubleTree by Hilton Bay City-Riverfront

1 Wenonah Park Pl.  
Bay City MI 48708  
Tel: (989) 891-6000

Standard Room: \$109.00\* (single/double occupancy) \*plus 6% sales tax and 5% occupancy tax

MAA Hotel Promotion Code: **MAA**

**Reservation Deadline: July 20, 2015**

#### Schedule of Events

~ Sunday ~

Annual Golf Outing  
Opening Reception

~ Monday ~

Awards Breakfast  
MAA Annual Business Meeting  
Concurrent Educational Sessions

~ Tuesday ~

Concurrent Educational Sessions  
Annual Banquet

~ Wednesday ~

Concurrent Educational Sessions

RESOLUTION NO.  
CHARTER TOWNSHIP OF CASCADE  
KENT COUNTY, MICHIGAN

WHEREAS, Public Act 108 of 1976 as amended by PA 97 of 1992 provides a  
deferment from summer taxes without penalty for certain taxpayers, and

WHEREAS, said Public Act requires local approval, and

WHEREAS, qualifying taxpayers must file an application with the local treasurer  
certifying that they meet the requirement of the act, and

WHEREAS, certain other taxpayers with properties involved in splits, M.T.T. decisions  
and 2015 July and 2015 December Boards of Review pending decisions  
should also be deferred without penalty for a 30 day period,

BE IT THEREFORE RESOLVED, that the Honorable Cascade Charter Township  
Board hereby agrees to defer without penalty summer tax payment to the  
above named qualifying taxpayers.

The foregoing Resolution was offered by Board Member \_\_\_\_\_ supported by Board  
Member \_\_\_\_\_ and the vote being as follows:

YEAS:

NAYS:

ABSENT:

Resolution declared \_\_\_\_\_ July 8, 2015

\_\_\_\_\_  
Ronald Goodyke, Clerk  
Cascade Charter Township

C E R T I F I C A T I O N

I hereby certify the foregoing to be a true copy of a Resolution adopted at a Regular  
Meeting of the Cascade Charter Township Board, held on July 8, 2015.

\_\_\_\_\_  
Ronald Goodyke, Clerk  
Cascade Charter Township



# CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

**Date:** July 8<sup>th</sup>, 2015  
**To:** Supervisor Beahan & Cascade Township Board  
**From:** Benjamin Swayze, Township Manager  
**Subject:** Approval of 2015 Pathway Improvement Program

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## **FACTS:**

Each year, Cascade Township budgets pathway fund dollars to go towards the maintenance and improvement of the pathway system. The process typically begins in early spring with the identification of sections of the pathway that need to be improved or require maintenance work. This year, instead of proposing “mill and fill” work along various sections of pathway, we are instead recommending that the entire pathway system, including the pathway at the Cascade Recreation Park, be crack sealed. Crack sealing is a process by which significant cracks in the asphalt surface are cleaned, in some case routed, and filled with a flexible rubberized asphalt that bonds to the crack walls and moves with the pavement to prevent water intrusion. Crack sealing reduces pavement deterioration by restricting water penetration into underlying base and subbase layers, which helps to maintain pavement structural capacity and limits future degradation. Regular crack sealing can extend the life of pavement surfaces 10 years or longer.

The Township began the crack sealing process by creating bidding documents for the project. However, in the process of identifying bidders, the Township became aware that the Kent County Road Commission holds a contract for crack sealing, and the KCRC and contractor have allowed Kent County municipalities to “piggyback” onto the contract in order to achieve economies of scale and keep prices low. The contractor, Strawser Construction Inc, has bid overband crack sealing at \$1.48 per pound. Based on other bid prices we have seen for crack sealing, we believe this represents at least a \$0.40 per pound savings over the price we could reasonable expect by bidding out the project ourselves.

Attached for your review are:

- Contract between Kent County Road Commission and Strawser Construction Inc. (Piggyback clause is section 4b)
- Proposed Purchase Order with Conditions sheet

## **ANALYSIS & CONCLUSIONS:**

The crack sealing program is an essential part of the preventative maintenance program for the Pathways system in order to extend the entire useful life of the system. We anticipate recommending crack sealing every 3-4 years, with traditional “mill and fill” work being proposed the other years. After reviewing the condition of the system with the Township engineers, it is anticipated that our 2015 budget (\$50,000) will allow us to crack seal the entire pathway system, including the Cascade Rec Park.

In addition to the contract, we have included a conditions sheet with 8 additional conditions for out project. These conditions include safety measures, product tracking systems and notification periods.

We have checked with the Kent County Road Commission for a reference on the contract, and they have been very happy with the work that Strawser has done with the Road Commission.

**FINANCIAL CONSIDERATIONS:**

The Township has budgeted \$50,000 for the 2015 Pathway Maintenance program. At \$1.48 a pound, we will be able to apply 33,784 pounds of crack fill material. It is anticipated that this will be enough to do the entire pathway system.

**RECOMMENDED ACTION:**

To approve PO# 2015-200 (including conditions) with Strawser Construction Inc. for a total of \$50,000.32

# CONTRACT

## ROAD COMMISSIONERS

**THIS AGREEMENT**, made this 26<sup>th</sup> day of March 2013, by and between the **Board of County Road Commissioners of the County of Kent** (herein the "Board") and

Name: Strawser Construction Inc.  
1595 Frank Road  
Columbus, Ohio 43223  
Phone: 614-276-5501  
Fax: 614-276-0570  
Contract #13-10

(herein the "Contractor" shall refer to vendor, supplier, and or consultant)

1. **THE CONTRACT**

In addition to this document, other agreements between the parties which may or may not be applicable will consist of the following documents, which are hereby incorporated (if applicable) by reference into this Contract and shall be considered a part hereof.

- A. Notice to Bidders
- B. Instruction to Bidders
- C. Construction Plans or Specified Services
- D. Applicable Specifications, both General and Technical
- E. Bid Blank / Tabulation
- F. Drawings if applicable
- G. Bonds(s) / Insurance

2. **CONTRACTOR'S PERFORMANCE**

The Contractor agrees to:

- A. Furnish all necessary machinery, equipment, tools, apparatus and any other means of construction.
- B. Furnish all necessary materials for the project, except as herein otherwise provided.
- C. Perform all work required, and to complete, in strict accordance with this Contract including all documents incorporated herein, and to the satisfaction of the Board, the work described herein.

In consideration for such work, the Board agrees to make such payment or payments to the Contractor and upon such terms and conditions as are hereinafter set forth.

All work done under this Contract shall be subject to the inspection and approval of the Board or its representative, and if any material or labor supplied is rejected by the Board or its representative as defective or unsuitable, then such rejected material shall be removed and replaced with approved material, and, the rejected labor shall be redone, to the satisfaction and approval of the Board or its representative at the cost and expense of the Contractor.

3. **PAYMENT:** Approval of invoices and inspections by Kent County Road Commission and Michigan Department of Transportation personnel and in accordance with Contract #13-10 at the following rates as per you bid dated March 21, 2013:

• Micro Surface - Standard	\$ 3.41 per square yard
• Micro Surface -- Single Course	\$ 2.45 per square yard
• Micro Surface -- Single Course -- 3 foot wide	\$ 3.47 per square yard
• Micro Surface -- Rutfilling	\$ 225.00 per ton
• Modified Micro-Surface, Single Course (black mat)	\$ 2.59 per square yard
• Cape Seal	\$ 4.64 per square yard
• Cape Seal Chipseal	\$ 2.19 per square yard
• Cape Seal -- Micro	\$ 2.45 per square yard
• Overband Crack Fill	\$ 1.51 per pound
• Polymer Modified Emulsion Pavement Repair-Applied	\$ 22.90 per gallon
• Fiber Reinforced Bituminous Membrane	\$ 3.98 per square yard
• Mobilization -- less than 25,000 square yards	\$5,000.00

4. **NAME OF CONTRACT:** Contract #13-10: Micro-Surfacing Services on State Trunklines, Local and Primary Roads, in Kent County

4b. **CONTRACT REQUIREMENTS:** As specified within the contract and at the costs per square yard, per ton, per gallon and per pound as bid. Other governmental agencies are allowed to piggyback on to this contract and will issue their own contract / purchase order prior to beginning work and shall do all of their inspections and monitoring of the contractor.

5. **DESCRIPTION OF CONTRACT:** Various micro-surfacing and road application processes as determined by Kent County Road Commission personnel

6. **LOCATION:** Various locations as directed by Kent County Road Commission personnel throughout Kent County, Michigan

7. **CONTRACT DATES:** For 2013 beginning June 1, approximately or as scheduled by the Maintenance Department and to be completed by September 30<sup>th</sup> of the contract years. Contract has a one year renewal option for 2014 upon mutual agreement of both parties. Pricing, terms and conditions of the first year of the contract will remain the same for the one-year renewal period, but locations will change.

8. **DISCRIMINATION**

Neither the Contractor nor its subcontractors shall discriminate against any employee or applicant for employment, to be employed in the performance of this contract, with respect to his hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of his race, color, religion, national origin or ancestry. Breach of this covenant may be regarded as a material breach of this contract.

Contract #13-10

Page 4

IN WITNESS WHEREOF, the parties have executed this Contract the day and year first written.

BOARD OF COUNTY ROAD COMMISSIONERS  
AND PARK TRUSTEES OF THE COUNTY OF KENT

WITNESS:

Mary K. Wegerink

BY: Mark E. Kenney  
CHAIRMAN

DATE: 4-8-13

WITNESS:

X [Signature]

BY: X Douglas C. Perry  
CONTRACTOR

DATE: 4/3/13 X

X Senior Estimator  
TITLE X

Strawser Construction Inc.  
1595 Frank Road  
Columbus, Ohio 43223  
Phone: 614-276-5501  
Fax: 614-276-0570  
Contract #13-10

**Bid Form for Contract #15-06:  
Micro-Surfacing**

SCT

Micro-Surface, Standard	Cost/Sq. Yd.	\$ <u>2.99</u>
Micro-Surface, Single Course	Cost/Sq. Yd.	\$ <u>2.14</u>
Micro-Surface, Single Course -- 3 foot wide	Cost/Sq. Yd.	\$ <u>3.05</u>
Micro-Surface, Rutfilling	Cost/Ton	\$ <u>2.05</u>
Modified Micro-Surface, Single Course (black mat)	Cost/Sq. Yd.	\$ <u>2.30</u>
<u>Cape Seal:</u>	Cost/Sq. Yd.	\$ <u>4.29</u>
Chipseal	Cost/Sq. Yd.	\$ <u>2.13</u>
Micro	Cost/Sq. Yd.	\$ <u>2.14</u>
Overband Crack Fill	Cost/Lb.	\$ <u>1.48</u>
Polymer Modified Emulsion Pavement Repair-Applied	Cost/Gal.	\$ <u>21.00</u>
Fiber Reinforced Bit. Membrane	Cost/Sq. Yd.	\$ <u>3.98</u>
Mobilization Charge Less than 25,000 Square Yards		\$ <u>5,000</u>

*56,000 mile*

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Signature and Title of Authorized Agent: \_\_\_\_\_

written

typed/printed

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

Federal Employer ID Number \_\_\_\_\_

# Purchase Order



Purchase Order 201500200	Date 06/09/2015	Revision	Page 1
Payment Terms N/30	Freight Terms None	Ship Via	
Buyer BEN SWAYZE			
Ship To:			

2865 THORNHILLS SE  
GRAND RAPIDS, MI 49546  
616-949-1500

Vendor: STRAWSER  
STRAWSER CONSTRUCTION INC  
1595 FRANK ROAD  
COLUMBUS, OH 43223

Tax Exempt Tax Exempt ID 38-1903645

Line-Schd Item	Description	Quantity	UOM	TPO Price	Extended Amt
	CRACK SEALING FOR PATHWAY SYSTEM				
	OVERBAND CRACK SEAL 216-758-931-000	33,784		1.48	50,000.32
					50,000.32
				Total PO Amount	50,000.32

Authorized Signature

**THIS ORDER SUBJECT TO THE FOLLOWING CONDITIONS**

1. This order subject to modifications or cancellations in event of fire, strike or other conditions beyond our control
2. Render invoices on day of shipment, accompanied by Bill of Lading, all copies to be priced and extended.
3. We reserve the right to cancel any portion of this order if not filled as specified.
4. Defective goods will be promptly returned at your expense and credit taken.
5. By accepting this order, you agree to defend, protect and hold harmless Cascade Charter Township its successors, assigns, customers, and all users of its products against all suits of law or in equity, and from all damage, claims and demands, for actual or alleged infringements of United States or Canada letters patent, by reason of the use of articles hereby ordered.
6. This purchase order not legal unless approved by Township Clerk and Township Manager or their Designee.
7. Payments will be made only in accordance with the order. Corrections or price adjustments must be authorized by the Township Clerk and Township Manager prior to shipment of goods.

Federal ID# 38-1903645



# CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

The following conditions apply to PO #201500200

1. Work completed by the Vendor will be in compliance with the conditions set forth in the Kent County Road Commission for Contract #15-06 unless otherwise noted.
2. Vendor to provide Certificate of Insurance naming Cascade Charter Township as additional insured prior to beginning work.
3. Work is expected to occur while other work is being performed in the area so there will be no mobilization charge.
4. Caution tape, barrels and signs should be used in appropriate areas (major cross streets) to alert users of the pathway system to the construction activity.
5. Work will be completed expeditiously once it begins.
6. Vendor to notify Cascade Charter Township approximately two weeks in advance of work occurring to allow the Township to notify residents.
7. Vendor will furnish weight tickets at the end of each work day to selected Township representative for material placed.
8. Payment for material will be based on weight tickets supplied with the total amount not to exceed the PO amount.

Cascade Charter Township

By \_\_\_\_\_  
Benjamin Swayze, Township Manager

Strawser Construction Inc.

By \_\_\_\_\_