

Contact Log – Memorandum of Negotiation

Job: Nichs Rd & Sole St, LPA Road Commission		
Parcel: Parcel: 27		
Owner: Jan & Joe Bolt (H&W)		
Owner Address: 1020 Nichs Road, Allville, MI		
Owner Contact Phone: Jan: 123-456-7891 Joe: 123-456-7892 Email: Jan@allville.com		
Conveyance: <input type="checkbox"/> Fee: <input type="checkbox"/> Partial <input type="checkbox"/> Total <input type="checkbox"/> Easement <input checked="" type="checkbox"/> Temporary Right: Consent		
Compensation: <input checked="" type="checkbox"/> As Offered \$300 <input type="checkbox"/> Donated: <input type="checkbox"/> Donation (All Rights) form <input type="checkbox"/> Donation in Exchange form <input type="checkbox"/> Settled \$Settled Amount (Administrative Settlement Memo in file) <input type="checkbox"/> Condemnation Notes: 2000 sf grading & paid for removal and repair of sprinkler system in grading area.		
Displacee/Relocation: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		
Date	Agent	Notes
10/13/2020	Hal Kind	Emailed and called Mr. Bolt (left message) asking a good time to discuss the offer.
10/16/2020	Hal Kind	Made a trip to the project and attempted to reach the owners in person and was unsuccessful
10/19/2020	Hal Kind	Called Jan and Joe and left a message.
10/20/2020	Hal Kind	Jan returned the email stating that they had received the package and offer. Would like a few days to review.
10/24/2020	Hal Kind	Left message for Jan and Joe asking if they'd reviewed the information
10/25/2020	Hal Kind	Received an email from Jan and Joe Bolt stating they would like to see more detailed plans and that water already drains onto their property and would like that corrected if possible. I emailed them a detailed plan sheet showing the proposed ditch being constructed along the road. They emailed back and agreed to meet the next day.
10/26/20	Hal Kind	Met Jan and Joe and at the subject property (their home). We reviewed the plan and walked the area. I explained the ditch was already planned to be constructed within the existing ROW because of the drainage issues in the area. The grading that was being requested was to be able to use the equipment needed to construct the ditch and grade the area for proper drainage. The grading area would be a 10' strip along their 200' of frontage which was 2,000 sf. A Market Study was prepared by an independent appraiser to determine what the market values were in the area. The appraiser provided a range of \$0.75/sf to \$1/sf. The Road Commission set the compensation for the temporary property right at \$300. I used the Summary Statement and the Market Study to show that the Agency calculated this by using the residential property value of \$1/sf X 2,000 sf = \$2,000 (which would be the price if acquiring a permanent right). Since this is only a temporary right, a capitalization rate was used. This was used to determine what should be paid for the use of the property for the construction period (1 year at the most). The appraiser set the capitalization rate at 10%, as is noted in the Market Study. That would make the compensation \$200 (\$2,000 x 10%), however the Agency added another \$100 to make it \$300. I asked if they had anything (sprinkler system, etc.) in the ROW or grading area that needed to be removed. They indicated they had a sprinkler system in the grading area. I informed them that they were entitled to payment for the sprinkler to be temporarily removed and then repaired. I asked them to provide 2 estimates for this to be done. I reviewed the Good Faith Offer letter with them that offered \$300. They said they were happy with the offer and that the drainage was being corrected and would sign the documents.
11/15/20	Hal Kind	Jan emailed the 2 sprinkler estimates. They were reviewed and approved. Emailed Jan a Release of Damage document to be signed. Jan and Joe signed and returned the form and it was processed for payment.