

DELHI CHARTER TOWNSHIP BOARD MEETING

2074 Aurelius Road, Holt 48842 (517) 694-2137

Tuesday, May 17, 2016

7:30 p.m.

Agenda

Call the Meeting to Order

Pledge of Allegiance

Roll Call

Comments from the Public – FOR COMPLETE GUIDELINES FOR ADDRESSING THE BOARD, PLEASE SEE “PROCEDURES FOR ADDRESSING THE BOARD” LOCATED AT THE BACK TABLE. ANYONE WISHING TO COMMENT ON ANY MATTER NOT ON THE AGENDA MAY DO SO AT THIS TIME. ALL COMMENTS WILL BE DIRECTED ONLY TO THE TOWNSHIP BOARD MEMBERS AND PERSONS ADDRESSING THE BOARD MUST STATE THEIR NAME AND ADDRESS FOR THE RECORD AND WILL BE GIVEN TWO (2) MINUTES. ANY COMMENTS LONGER THAN 2 MINUTES SHOULD BE REDUCED TO WRITING AND SUBMITTED TO THE CLERK AND WILL BE MADE A PART OF THE RECORD.

Set/Adjust Agenda

Public Hearing – 7:45 p.m. – Road Improvement Special Assessment District – English Meadows Subdivision

1. Audited Financial Statements for Fiscal Year Ending December 31, 2015

Unfinished Business

Consent Agenda

2. a) Approval of Minutes – Committee Meeting of May 4, 2016
- b) Approval of Minutes – Regular Meeting of May 4, 2016
- c) Approval of Claims – May 10, 2016
- d) Approval of Payroll – May 5, 2016
- e) Reappointment to the Delhi Township Planning Commission – Tonia Olson
- f) Reappointment to the Delhi Township Planning Commission – Kimberly Berry-Smokoski
- g) Reappointment to the Delhi Township Planning Commission – Matt Lincoln

Zoning and Development

3. Planned Development – Willoughby Estates, Tax Parcel #33-25-05-11-452-001, 004 and 005
(Proposed Zoning Ordinance No. 628)

New Business

4. Polling Location Change – Precinct 2
5. Proposal for Creation of a Sculpture at the Delhi Township Community Services Center – LEAP
Public Art Grant – Matt Lincoln

6. Resolution No. 2016-008 – Postpone the Construction of a Required Sidewalk – 1018 Hogsback Road
7. Resolution No. 2016-009 – Road Improvement Special Assessment District – English Meadows Subdivision

Items Removed From Consent Agenda For Discussion

Late Agenda Items

- 8.
- 9.
- 10.

Reports

11. Supervisor:
12. Treasurer:
13. Clerk:
14. Trustees:
15. Manager:

Limited Comments

MEMBERS OF THE PUBLIC WILL BE AFFORDED THE OPPORTUNITY TO ADDRESS THE BOARD REGARDING ANY ITEM ON THE AGENDA AT THE TIME SUCH ITEM IS OPEN FOR DISCUSSION BY THE BOARD. ANYONE WISHING TO COMMENT ON ANY MATTER NOT ON THE AGENDA MAY DO SO AT THIS TIME.

Adjournment

The Township will provide reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the Township. Individuals with disabilities requiring auxiliary aids or services should contact Delhi Charter Township, Evan Hope, Township Clerk, 694-2135.

ALL PAGERS, CELL PHONES, RADIOS AND SIMILAR DEVICES ARE TO BE TURNED OFF OR TO SILENT MODE DURING ALL BOARD MEETINGS.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board of Trustees

FROM: John B. Elsinga, Township Manager

DATE: April 28, 2016

RE: Resolution No. 2016-007 – Set Public Hearing – Road Improvement
Special Assessment District – English Meadows Subdivision

Enclosed for your review and approval is Resolution No. 2016-007 which is the fourth of five resolutions which sets a public hearing to hear objections to the special assessment district roll for construction of road improvements for English Meadows Subdivision.

On July 29, 2015 residents of English Meadows Subdivision turned in valid petitions representing over 54% of property owners (52% of front footage) who were in favor of proceeding with road improvements in their neighborhood along with establishing a special assessment district to pay for them. To that end, last year the Township Board adopted resolutions one through three determining the need and necessity of such improvements and requested the Ingham County Road Department include this project in their bid documents in the spring of 2016.

Final cost estimates of \$245,000 have been received and a tentative Special Assessment Roll consisting of the 92 benefiting parcels within the district has been established and placed on file in the Clerk's Office for reference prior to the public hearing.

Therefore, enclosed for your review and approval is Resolution No. 2016-007, which is the fourth of five resolutions, which creates the special assessment district roll and sets a public hearing for May 17th to hear objections to the same.

Recommended Motion:

To adopt Resolution No. 2016-007, which is the fourth of five resolutions which creates a special assessment district and roll for road improvements for English Meadows Subdivision and sets a public hearing May 17, 2016 at 7:45 p.m. to hear objections to the same.

DELHI CHARTER TOWNSHIP

RESOLUTION 2016-007

THIS IS THE FOURTH OF FIVE RESOLUTIONS WHICH SETS A PUBLIC HEARING FOR MAY 17, 2016 AT 7:45 P.M. TO HEAR OBJECTIONS TO THE SPECIAL ASSESSMENT DISTRICT ROLL FOR THE CONSTRUCTION OF STREET IMPROVEMENTS FOR THE ENGLISH MEADOWS SUBDIVISION

At a Regular Meeting of the Township Board of Trustees, of the Charter Township of Delhi, Ingham County, Michigan, held in the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Wednesday, the 4th day of May, 2016, at 7:30 o'clock, p.m.

PRESENT:

ABSENT:

The following Resolution was offered by _____ and supported by _____ .

WHEREAS, by resolution adopted August 18, 2015, the Township Board of the Charter Township of Delhi, determined to acquire and construct road improvements more particularly hereinafter described as *“Haddon Hall, Eifert Road entrance west to approximately address 5077 and the north 230’ of Groombridge – Full depth pavement removal with 3.5” replacement of asphalt pavement; McCue Road subdivision entrance north and then on Glendurgan to Groombridge, north to a point approximately 230’ south of Haddon Hall – Mill pavement to reveal gutter face, then hot-recycle or Fibermat treatment for remaining pavement, then overlay with 1” asphalt, and Glendurgan Court east of Groombridge and Haddon Hall north of Glendurgan to approximately address 5077 and Lytes Cary Drive – seal and/or dig out pavement cracks and repair to stabilize. All roads will receive a slurry seal. All sidewalk ramps to be replaced and upgraded to current Americans with Disabilities Act standards, and including drainage improvements within Phase I of the subdivision,”* and assess the cost thereof to the property deemed benefited by said improvements, all in accordance with Act 188, Public Acts of Michigan, 1954, as amended; and

WHEREAS, the Supervisor has prepared and reported to the Township Board a special assessment roll assessing the cost of said improvements to the property benefited thereby with his certificate attached thereto:

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll shall be filed with the office of the Township Clerk and shall be available for public examination during regular working hours on regular working days.
2. The Township Board shall meet at 7:45 o'clock, p.m. on Tuesday, the 17th day of

May, 2016, in the Community Services Center, 2074 Aurelius Road, Holt, Michigan, in the Charter Township of Delhi, for the purpose of reviewing and hearing objections to the special assessment roll.

3. The Township Clerk shall cause notice of such hearing and filing of the assessment roll to be published twice in a newspaper of general circulation in the Township prior to the date of hearing. The first publication shall be at least ten (10) days before the hearing. The Clerk shall also cause notice of such hearing to be mailed by first class mail to all property owners in the special assessment district shown, on the current assessment rolls of the Township, at least ten (10) full days before the date of said hearing. Said notice as published and mailed shall be in substantially the form provided in Exhibit A of this resolution.
4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

Evan Hope, Township Clerk

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Clerk of the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on the 4th day of May, 2016.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this _____ day of May 2016.

Evan Hope, Township Clerk

Exhibit A to Resolution No. 2016 - 007

**NOTICE OF REVIEW OF SPECIAL ASSESSMENT ROLL FOR
STREET IMPROVEMENTS TO MEADOW RIDGE SUBDIVISION**

**CHARTER TOWNSHIP OF DELHI
INGHAM COUNTY, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

33-25-05-21-480-002	1549 HADDON HALL DRIVE
33-25-05-21-480-006	1525 HADDON HALL DRIVE
33-25-05-21-480-005	1531 HADDON HALL DRIVE
33-25-05-21-477-016	1532 HADDON HALL DRIVE
33-25-05-21-477-010	1537 GROOMBRIDGE DRIVE
33-25-05-21-480-004	1537 HADDON HALL DRIVE
33-25-05-21-477-009	1543 GROOMBRIDGE DRIVE
33-25-05-21-480-003	1543 HADDON HALL DRIVE
33-25-05-21-478-020	1544 GROOMBRIDGE DRIVE
33-25-05-21-477-017	1544 HADDON HALL DRIVE
33-25-05-21-477-008	1549 GROOMBRIDGE DRIVE
33-25-05-21-478-019	1550 GROOMBRIDGE DRIVE
33-25-05-21-477-018	1550 HADDON HALL DRIVE
33-25-05-21-477-007	1555 GROOMBRIDGE DRIVE
33-25-05-21-480-001	1555 HADDON HALL DRIVE
33-25-05-21-478-015	1556 GROOMBRIDGE DRIVE
33-25-05-21-477-019	1556 HADDON HALL DRIVE
33-25-05-21-477-006	1561 GROOMBRIDGE DRIVE
33-25-05-21-478-014	1562 GROOMBRIDGE DRIVE
33-25-05-21-477-020	1562 HADDON HALL DRIVE
33-25-05-21-477-005	1567 GROOMBRIDGE DRIVE
33-25-05-21-476-018	1567 HADDON HALL DRIVE
33-25-05-21-478-013	1568 GROOMBRIDGE DRIVE
33-25-05-21-477-021	1568 HADDON HALL DRIVE
33-25-05-21-477-004	1573 GROOMBRIDGE DRIVE
33-25-05-21-476-017	1573 HADDON HALL DRIVE
33-25-05-21-478-012	1574 GROOMBRIDGE DRIVE
33-25-05-21-477-022	1574 HADDON HALL DRIVE
33-25-05-21-477-003	1579 GROOMBRIDGE DRIVE
33-25-05-21-476-016	1579 HADDON HALL DRIVE
33-25-05-21-478-010	1580 GROOMBRIDGE DRIVE

33-25-05-21-477-023	1580 HADDON HALL DRIVE
33-25-05-21-476-014	1585 HADDON HALL DRIVE
33-25-05-21-477-024	1586 HADDON HALL DRIVE
33-25-05-21-476-013	1591 HADDON HALL DRIVE
33-25-05-21-478-023	5030 GLENDURGAN COURT
33-25-05-21-476-001	5010 HADDON HALL DRIVE
33-25-05-21-478-009	5011 HADDON HALL DRIVE
33-25-05-21-478-027	5014 GLENDURGAN COURT
33-25-05-21-478-028	5015 GLENDURGAN COURT
33-25-05-21-478-026	5016 GLENDURGAN COURT
33-25-05-21-476-002	5016 HADDON HALL DRIVE
33-25-05-21-478-008	5017 HADDON HALL DRIVE
33-25-05-21-478-025	5018 GLENDURGAN COURT
33-25-05-21-478-029	5019 GLENDURGAN COURT
33-25-05-21-478-024	5020 GLENDURGAN COURT
33-25-05-21-476-003	5022 HADDON HALL DRIVE
33-25-05-21-478-030	5023 GLENDURGAN COURT
33-25-05-21-478-007	5023 HADDON HALL DRIVE
33-25-05-21-481-018	5025 GLENDURGAN COURT
33-25-05-21-481-017	5027 GLENDURGAN COURT
33-25-05-21-476-004	5028 HADDON HALL DRIVE
33-25-05-21-478-006	5029 HADDON HALL DRIVE
33-25-05-21-481-016	5031 GLENDURGAN COURT
33-25-05-21-481-015	5033 GLENDURGAN COURT
33-25-05-21-476-005	5034 HADDON HALL DRIVE
33-25-05-21-478-005	5035 HADDON HALL DRIVE
33-25-05-21-481-014	5037 GLENDURGAN COURT
33-25-05-21-481-013	5039 GLENDURGAN COURT
33-25-05-21-476-006	5040 HADDON HALL DRIVE
33-25-05-21-478-004	5041 HADDON HALL DRIVE
33-25-05-21-478-022	5042 GLENDURGAN COURT

33-25-05-21-481-012	5043 GLENDURGAN COURT
33-25-05-21-481-011	5045 GLENDURGAN COURT
33-25-05-21-476-007	5046 HADDON HALL DRIVE
33-25-05-21-478-003	5047 HADDON HALL DRIVE
33-25-05-21-478-021	5048 GLENDURGAN COURT
33-25-05-21-481-010	5049 GLENDURGAN COURT
33-25-05-21-481-009	5051 GLENDURGAN COURT
33-25-05-21-476-008	5052 HADDON HALL DRIVE
33-25-05-21-478-002	5053 HADDON HALL DRIVE
33-25-05-21-481-008	5055 GLENDURGAN COURT
33-25-05-21-481-007	5057 GLENDURGAN COURT
33-25-05-21-476-009	5058 HADDON HALL DRIVE
33-25-05-21-481-006	5061 GLENDURGAN COURT
33-25-05-21-481-005	5063 GLENDURGAN COURT
33-25-05-21-477-012	5064 GLENDURGAN COURT

33-25-05-21-476-010	5064 HADDON HALL DRIVE
33-25-05-21-481-004	5067 GLENDURGAN COURT
33-25-05-21-481-003	5069 GLENDURGAN COURT
33-25-05-21-477-013	5070 GLENDURGAN COURT
33-25-05-21-476-011	5070 HADDON HALL DRIVE
33-25-05-21-477-002	5071 HADDON HALL DRIVE
33-25-05-21-481-002	5073 GLENDURGAN COURT
33-25-05-21-481-001	5075 GLENDURGAN COURT
33-25-05-21-477-015	5076 GLENDURGAN COURT
33-25-05-21-476-012	5076 HADDON HALL DRIVE
33-25-05-21-477-001	5077 HADDON HALL DRIVE
33-25-05-21-400-018	5100 MCCUE ROAD
33-25-05-21-477-011	5058 GLENDURGAN COURT
33-25-05-21-478-018	1538 GROOMBRIDGE DRIVE
33-25-05-21-478-001	1586 GROOMBRIDGE DRIVE

and excluding all streets and other land deemed not benefited.

PLEASE TAKE NOTICE that a special assessment roll has been prepared and is on file in the office of the Township Clerk for public examination. Said special assessment roll has been prepared for the purpose of assessing the entire cost of the following described improvements to the property benefited thereof: *Haddon Hall, Eifert Road entrance west to approximately address 5077 and the north 230' of Groombridge – Full depth pavement removal with 3.5" replacement of asphalt pavement; McCue Road subdivision entrance north and then on Glendurgan to Groombridge, north to a point approximately 230' south of Haddon Hall – Mill pavement to reveal gutter face, then hot-recycle or Fibermat treatment for remaining pavement, then overlay with 1" asphalt, and Glendurgan Court east of Groombridge and Haddon Hall north of Glendurgan to approximately address 5077 and Lytes Cary Drive – seal and/or dig out pavement cracks and repair to stabilize. All roads will receive a slurry seal. All sidewalk ramps to be replaced and upgraded to current Americans with Disabilities Act standards, and including drainage improvements within Phase I of the subdivision, and*

TAKE FURTHER NOTICE that the Township Board will meet on Tuesday, May 17, 2016, at 7:45 o'clock, p.m. in the Community Services Center, 2074 Aurelius Road, Holt, Michigan, for the purpose of reviewing said special assessment roll and hearing any objections thereto.

Appearance and protest at the hearing is required in order to appeal the amount of special assessment to the state tax tribunal. A property owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment or may file his or her appearance or protest by letter, and his or her personal appearance will not be required.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: May 9, 2016

RE: Audited Financial Statements for Fiscal Year ending December 31, 2015

Enclosed for your review and consideration are the audited Financial Statements for Fiscal Year ending December 31, 2015.

Our Auditors, Maner Costerisan, will make a formal presentation to the Township Board at the May 17, 2016 meeting and respond to any questions.

RECOMMENDED MOTION:

To accept Delhi Charter Township's audited Financial Statements for Fiscal Year ending December 31, 2015.

May 6, 2016

To the Audit Committee
Charter Township of Delhi

We have audited the financial statements of Charter Township of Delhi for the year ended December 31, 2015, and have issued our report thereon dated May 6, 2016. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility under Auditing Standards Generally Accepted in the United States of America

As stated in our engagement letter, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your responsibilities.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you.

Significant Audit Findings

1. Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Charter Township of Delhi are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2015. We noted no transactions entered into by the Township during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

Management's estimate in calculating the liability for employee compensated absences:

We evaluated the key factors and assumptions used to develop the balance of employee compensated absences in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's determination of the estimated life span of the capital assets:

We evaluated the key factors and assumptions used by management to develop the estimated life span of the capital assets in determining that it is reasonable in relation to the financial statements taken as a whole.

Estimated allocation of expenses among the various funds

Assumptions used to determine the unfunded liability for other postemployment benefits

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

The disclosure of other post-employment benefits on Note 10 to the financial statements describes that the contributions are determined based on actuarial valuation.

2. Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

3. Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

4. Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

5. *Management Representations*

We have requested certain representations from management that are included in the management representation letter.

6. *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the Township’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

7. *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Township’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

8. *Other Matters*

We applied certain limited procedures to the required supplementary information (RSI) which are required and supplement the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the other supplementary information, which accompany the financial statements but are not RSI. With respect to this other supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the other supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the statistical information, which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.

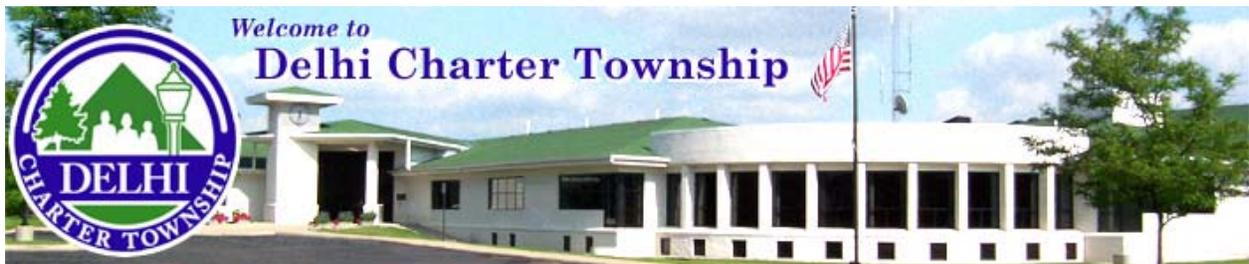
This information is intended solely for the use of the Audit Committee, Board of Directors and management of Charter Township of Delhi and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Maney Costeiran PC

CHARTER TOWNSHIP OF DELHI

Holt, Michigan



**REPORT ON FINANCIAL STATEMENTS
(with required supplementary information and
additional supplementary information)**

YEAR ENDED DECEMBER 31, 2015

**CHARTER TOWNSHIP OF DELHI
 REPORT ON FINANCIAL STATEMENTS
 FOR THE YEAR ENDED DECEMBER 31, 2015**

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**CHARTER TOWNSHIP OF DELHI
REPORT ON FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2015**

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REPORT ON FINANCIAL STATEMENTS
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**CHARTER TOWNSHIP OF DELHI
REPORT ON FINANCIAL STATEMENTS
FOR THE YEAR DECEMBER 31, 2015**

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FINANCIAL SECTION

INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Charter Township of Delhi
State of Michigan

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the Charter Township of Delhi, State of Michigan as of and for the year ended December 31, 2015, which collectively comprise the Township's basic financial statements as listed in the table of contents, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of Charter Township of Delhi, State of Michigan as of December 31, 2015, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information, as identified in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information - Additional Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Charter Township of Delhi's financial statements taken as a whole. The additional supplementary information, as identified in the table of contents, is presented for purposes of additional analysis and is not a required part of the financial statements. The additional supplementary information is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The additional information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the additional information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Information - Statistical Section

The statistical section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Maney Costeiran PC

May 6, 2016

MANAGEMENT'S DISCUSSION AND ANALYSIS

Management's Discussion and Analysis

As management of the Charter Township of Delhi, Michigan, we offer readers of the Township's financial statements this narrative overview and analysis of the financial activities of the Township for the fiscal year ended December 31, 2015.

Financial Highlights

Governmental-wide activity:

- The primary government assets of the Township exceeded its liabilities and deferred inflows at the close of the most recent fiscal year by \$53,758,420 (*net position*). Of this amount, \$10,369,716 is unrestricted and may be used to meet the government's ongoing obligations to citizens and creditors.
- The Township's governmental activities net position increased by \$1,396,521.
- The Township's business-type activity net position increased by \$7,245.

Fund level activity:

- As of the close of the current fiscal year, the Township's governmental funds reported combined ending fund balances of \$7,609,558, an increase of \$701,865 in comparison with the prior year. Approximately 70% of this total amount, or \$5,338,828, is available for spending at the government's discretion (*unassigned fund balance*).
- At the end of the current year, unassigned fund balance for the General Fund was \$5,338,828 or 70% percent of total general fund expenditures and other financing uses.
- The primary government total bonded debt decreased by a net \$1,678,061 during the current fiscal year.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Township's basic financial statements. The Township's basic financial statements comprise three components: 1) government wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains required supplementary information and additional supplementary information in addition to the basic financial statements themselves.

Government wide financial statements. The *government wide financial statements* are designed to provide readers with a broad overview of the Township's finances, in a manner similar to a private sector business.

The *statement of net position* presents information on all of the Township's assets, liabilities and deferred inflows, with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Township is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., earned but unused vacation leave).

Both of the government wide financial statements distinguish functions of the Township that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the Township include general government, public safety, public works, community and economic development, and recreation and culture. The business-type activities of the Township include sewer operations.

The government wide financial statements include not only the Township itself (known as the *primary government*), but also two legally separate authorities - the Downtown Development Authority and the Brownfield Redevelopment Authority - for which the Township is financially accountable. Financial information for these *component units* are reported separately from the financial information presented for the primary government itself.

The government wide financial statements can be found on pages 24 - 25 of this report.

Fund financial statements. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Township, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Township can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government wide financial statements. However, unlike the government wide financial statements, governmental fund financial statements focus on *near term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Township maintains five individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, Fire Fund, and Police Fund, which are the Township's three major governmental funds. Data from the other two governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of *combining statements* elsewhere in this report.

The Township adopts an annual appropriated budget for its general and special revenue funds. Budgetary comparison statements or schedules have been provided herein to demonstrate compliance with those budgets.

The basic governmental fund financial statements can be found on pages 27 - 30 of this report.

Proprietary funds. There are two types of proprietary funds - enterprise and internal service. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government wide financial statements. The Township has an enterprise fund to account for its sanitary sewer operations. *Internal service funds* are an accounting device used to accumulate and allocate costs internally among the Township's various functions. The primary government of the Township does not use internal service funds at this time.

Proprietary funds provide the same type of information as the government wide financial statements, only in more detail. The basic proprietary fund financial statements can be found on pages 32 - 36 of this report.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government wide financial statements because the resources of those funds are *not* available to support the Township's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

The basic fiduciary fund financial statements can be found on pages 38 - 39 of this report.

Notes to financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government wide and fund financial statements. The notes to the financial statements can be found on pages 41 - 71 of this report.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required and additional supplementary information. The combining statements referred to earlier in connection with nonmajor governmental funds are presented immediately following the required supplementary information. Combining and individual fund statements and schedules can be found on pages 79 - 102 of this report.

Government wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of Charter Township of Delhi, assets exceeded liabilities and deferred inflows of resources by \$53,758,420 at the close of the most recent year.

By far the largest portion of the Township's net position (77 percent) reflects its investment in capital assets (e.g. infrastructure, land, buildings, equipment, and vehicles net of accumulated depreciation); less any related debt used to acquire those assets that are still outstanding. The Township uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the Township's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Charter Township of Delhi's Net Position

	Governmental Activities		Business-type Activities		Total	
	2015	2014	2015	2014	2015	2014
Current and other assets	\$ 13,477,950	\$ 13,234,335	\$ 5,689,391	\$ 5,378,335	\$ 19,167,341	\$ 18,612,670
Capital assets, net	16,034,979	15,563,204	47,493,851	49,234,776	63,528,830	64,797,980
Total assets	<u>29,512,929</u>	<u>28,797,539</u>	<u>53,183,242</u>	<u>54,613,111</u>	<u>82,696,171</u>	<u>83,410,650</u>
Current liabilities	598,608	835,116	540,638	671,719	1,139,246	1,506,835
Noncurrent liabilities	4,314,626	4,686,654	18,587,456	19,893,489	22,902,082	24,580,143
Total liabilities	<u>4,913,234</u>	<u>5,521,770</u>	<u>19,128,094</u>	<u>20,565,208</u>	<u>24,041,328</u>	<u>26,086,978</u>
Def. inflows of resources	<u>4,896,423</u>	<u>4,969,018</u>	<u>-</u>	<u>-</u>	<u>4,896,423</u>	<u>4,969,018</u>
Net position:						
Net investment in capital assets	12,271,559	11,382,486	28,906,395	29,341,287	41,177,954	40,723,773
Restricted	207,097	109,406	2,003,653	1,818,393	2,210,750	1,927,799
Unrestricted	<u>7,224,616</u>	<u>6,814,859</u>	<u>3,145,100</u>	<u>2,888,223</u>	<u>10,369,716</u>	<u>9,703,082</u>
Total Net Position	<u>\$ 19,703,272</u>	<u>\$ 18,306,751</u>	<u>\$ 34,055,148</u>	<u>\$ 34,047,903</u>	<u>\$ 53,758,420</u>	<u>\$ 52,354,654</u>

At the end of the current fiscal year, the Township is able to report positive balances in all three categories of net position, both for the government as a whole, as well as for its separate governmental and business-type activities. The same situation held true for the prior fiscal year.

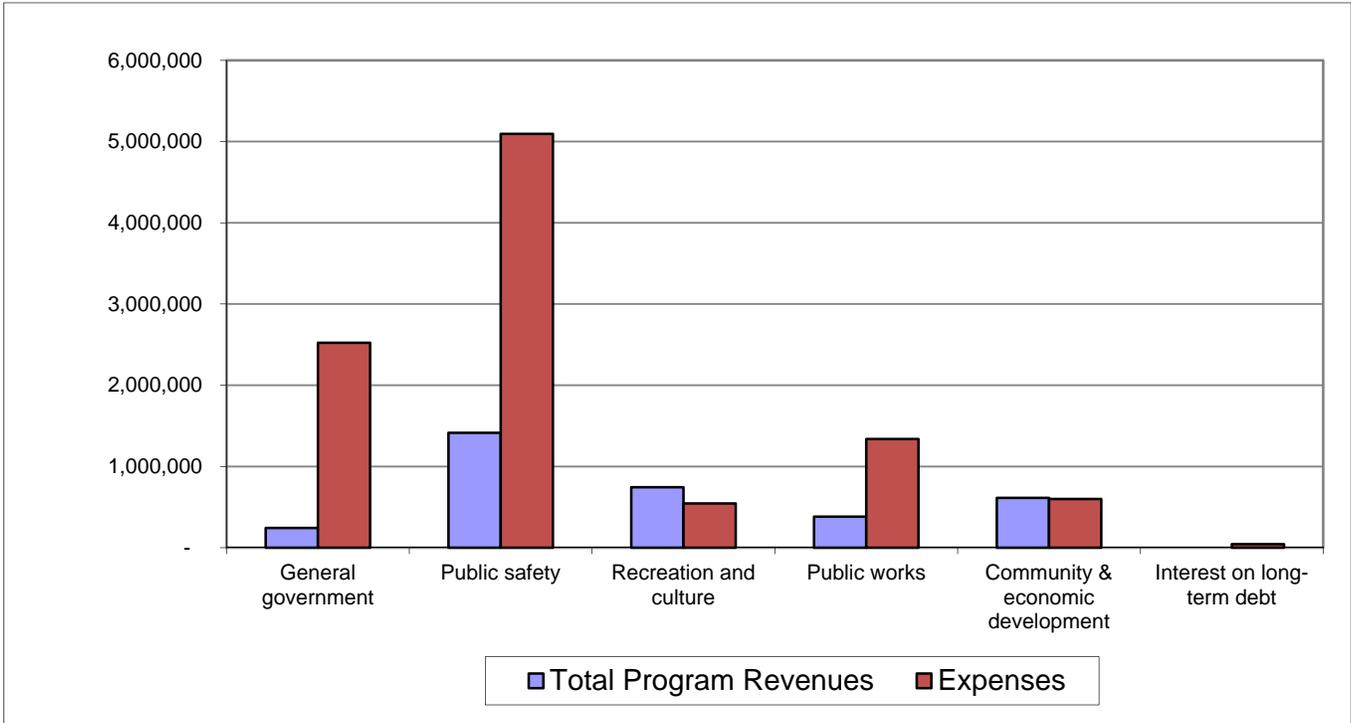
Primary government net position increased by \$1,403,766 during the current fiscal year. This was a combination of net position increasing by \$1,396,521 in Governmental Activities and increasing by \$7,245 in the Business-type Activities.

Charter Township of Delhi's Changes in Net Position

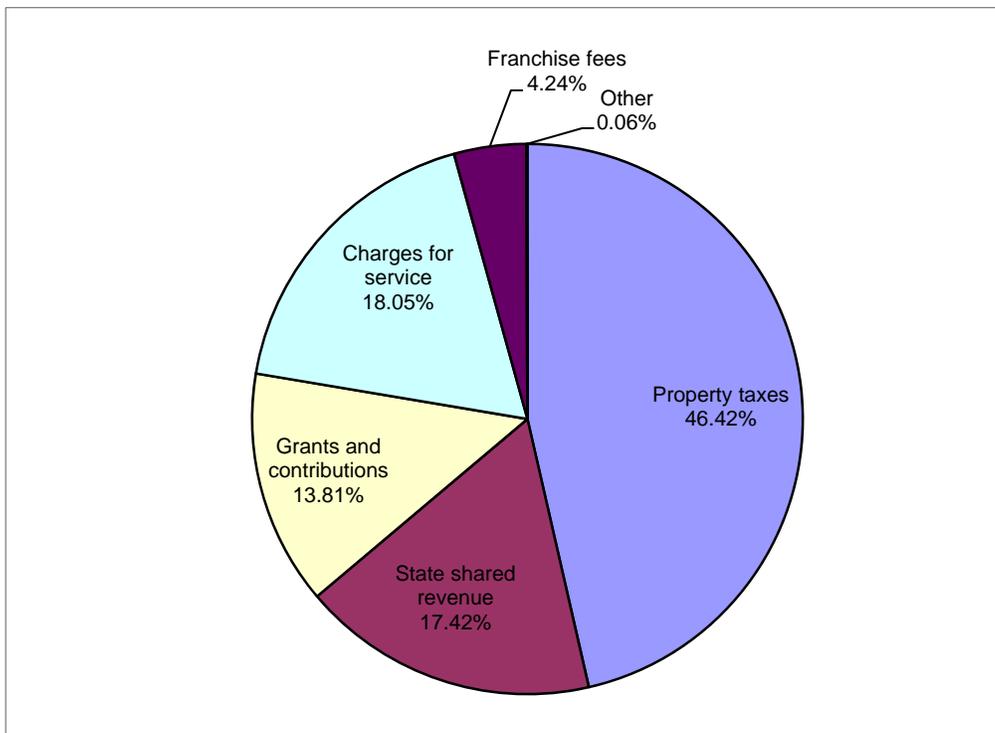
	Governmental Activities		Business-type Activities		Total	
	2015	2014	2015	2014	2015	2014
Revenue:						
Program revenues:						
Charges for services	\$ 2,105,647	\$ 2,114,182	\$ 6,080,205	\$ 5,898,351	\$ 8,185,852	\$ 8,012,533
Operating grants and contributions	471,146	656,031	606,298	420,011	1,077,444	1,076,042
Capital grants and contributions	704,259	2,003,455	-	64,800	704,259	2,068,255
General revenues:						
Property taxes	5,414,764	5,350,366	-	-	5,414,764	5,350,366
State shared revenue	2,031,646	2,026,020	-	-	2,031,646	2,026,020
Unrestricted grants and contributions	272,793	365,077	-	-	272,793	365,077
Franchise fees	494,517	472,391	-	-	494,517	472,391
Interest	7,102	5,721	8,478	9,604	15,580	15,325
Total revenues	11,501,874	12,993,243	6,694,981	6,392,766	18,196,855	19,386,009
Expenses:						
General government	2,522,117	2,640,347	-	-	2,522,117	2,640,347
Public safety	5,049,743	4,861,571	-	-	5,049,743	4,861,571
Public works	1,338,862	1,434,952	-	-	1,338,862	1,434,952
Recreation and culture	545,141	985,792	-	-	545,141	985,792
Interest on long-term debt	44,405	66,406	-	-	44,405	66,406
Sewer	-	-	6,694,003	6,167,726	6,694,003	6,167,726
Community & economic development	598,818	575,816	-	-	598,818	575,816
Total expenses	10,099,086	10,564,884	6,694,003	6,167,726	16,793,089	16,732,610
Increase (decrease) in net position before transfers	1,402,788	2,428,359	978	225,040	1,403,766	2,653,399
Transfers	(6,267)	(18,599)	6,267	18,599	-	-
Increase (decrease) in net position	1,396,521	2,409,760	7,245	243,639	1,403,766	2,653,399
Net position -beginning of year	18,306,751	15,896,991	34,047,903	33,804,264	52,354,654	49,701,255
Net position - end of year	\$ 19,703,272	\$ 18,306,751	\$ 34,055,148	\$ 34,047,903	\$ 53,758,420	\$ 52,354,654

Governmental activities. Governmental activities increased the Township's net position by \$1,396,521 during 2015. Compared to 2014, Governmental revenues decreased by \$1,447,269 mainly due to capital contributions and unrestricted grants. Governmental expenditures decreased by \$421,698 compared to 2014. The majority of the decrease was caused by a decrease in the recreation and culture expenses caused by a decrease in the Township building improvements, a decrease in the required part-time help and the reclassification of the Parks and Recreation Director's salary into administrative salaries. Most of the remainder of the decrease was in the General Government category, which was caused by the retirement of an IT Director and a decreased need for part-time help in various Township departments.

Expenses and Program Revenues - Governmental Activities for the year ended December 31, 2015

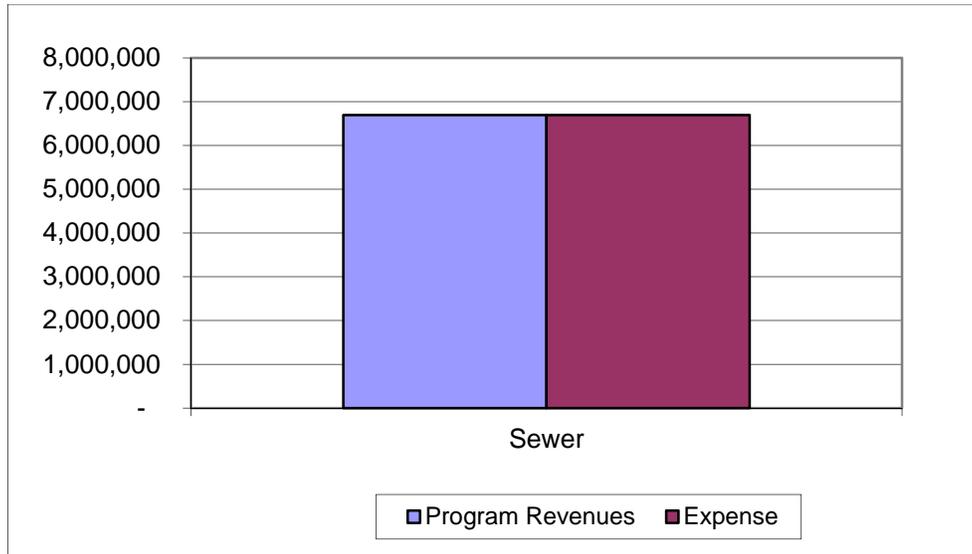


Revenues by Source - Governmental Activities for the year ended December 31, 2015



Business - type activities. Business - type activities increased the Township’s net position by \$7,245 during 2015, due to the increase in basic service charge and sewer usage fees.

Expenses and Program Revenues - Business - type Activities for the year ended December 31, 2015



Revenues by Source - Business type Activities

Almost 91% of business type activities revenue comes from charges for services related to sewer operations.

Financial Analysis of the Government’s Funds

As noted earlier, the Township uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of the Township’s *governmental funds* is to provide information on near term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the Township’s financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government’s net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the Township’s governmental funds reported combined ending fund balances of \$7,609,558, an increase of \$701,865 in comparison with the prior year. Almost 70 percent of this total amount constitutes *unassigned fund balance*, which is available for spending at the government’s discretion. The remainder of fund balance is either *nonspendable*, *restricted*, *committed*, or *assigned* to indicate that it is not available for general spending because it has already been established as nonspendable, such as for prepaids, or is restricted/committed/assigned for specific activities.

The General Fund is the chief operating fund of the Township. At the end of the current year, unassigned fund balance of the general fund was \$5,338,828 while total fund balance was \$6,777,530. As a measure of the general fund’s liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures and other financing uses. Unassigned fund balance represents 70 percent of total general fund expenditures and other financing uses while total fund balance is 89 percent of total general fund expenditures and other financing uses.

The fund balance in the Township's General Fund increased by \$613,539 during the current year. Overall, compared to 2014, expenditures, including transfers out, decreased \$456,191 and revenues and other financing sources increased by \$276,580. Key factors for this are:

- An increase in the ambulance fees charged and collected.
- An increase in building permits.
- A decrease in Public Works expenses.

Proprietary funds. The Township's proprietary funds provide the same type of information found in the government wide financial statements, but in more detail.

Total net position of the Sewer Fund at the end of the year amounted to \$34,055,148; an increase for the year of \$7,245. Other factors concerning the finances of this fund have already been addressed in the discussion of the Township's business-type activities.

General Fund Budgetary Highlights

During the year there was a net decrease of \$807,450 (9%) in appropriations (including operating transfers out) between the original and final amended budget. Increases and decreases worth noting were:

- A decrease in Information Technology based on the retirement of the I.T Director
- A decrease in Parks based on the reclassification of salaries into an administrative category
- A decrease of \$88,020 in Debt Service
- A decrease of \$342,490 in Capital Outlay

Additionally, budgeted revenues (including other financing sources) increased by approximately \$85,520. Increases in some revenue line items were offset by decreases in others. Items worth noting are as follows.

- An increase of \$110,000 in ambulance fees.
- An increase of \$89,000 in Tax revenue.
- \$103,000 increase in building revenue.
- A decrease of \$272,000 in grants and revenue sharing.

Fire Fund and Police Fund

These two funds account for a voter approved millage, which partially covers the costs of providing fire and police services to the Township. These funds had total revenues of \$1,442,488 and \$1,100,615 respectively, and \$2,054,859 and \$2,527,210 in expenditures respectively. The Fire and Police Funds had restricted property tax revenues of \$1,043,985 and \$1,043,984 in each fund, respectively. Total revenues in these funds were not sufficient to fully fund fire and police operations, so therefore, the General Fund had to transfer \$647,539 and \$1,426,595 respectively into the Fire and Police funds to cover the remaining operating expenditures.

Capital Asset and Debt Administration

Capital assets. The Township's investment in capital assets for its governmental and business type activities as of December 31, 2015, amounted to \$63,528,830 (net of accumulated depreciation). This investment in capital assets includes land, land improvements, infrastructure, buildings and improvements, park and recreation facilities, machinery and equipment and construction in progress. The total net decrease in the Township's investment in capital assets for the current fiscal year was \$1,269,150 (approximately 2%). The decrease is a result of depreciation expense exceeding net fixed asset investments.

Major capital asset disposals during the fiscal year included the following:

- Vehicles were disposed of in both fire and sewer funds
- Construction in process in the sewer fund for approximately \$183,000
- Disposal of machinery in both the general and sewer funds for approximately \$70,000

Charter Township of Delhi's Capital Assets
(net of depreciation)

	Governmental Activities		Business Type Activities		Total	
	2015	2014	2015	2014	2015	2014
Land/Monuments	\$ 2,199,040	\$ 2,045,184	\$ 806,335	\$ 806,335	\$ 3,005,375	\$ 2,851,519
Easements	62,361	62,361	1,925	-	64,286	62,361
Infrastructure	432,533	521,126	30,687,680	31,950,215	31,120,213	32,471,341
Flowage rights	2,917,288	3,027,583	-	-	2,917,288	3,027,583
Buildings and improvements	4,236,983	4,429,244	14,482,277	15,546,975	18,719,260	19,976,219
Land improvements	5,560,219	4,452,842	315,812	311,614	5,876,031	4,764,456
Machinery and equipment	375,326	386,965	484,534	71,358	859,860	458,323
Furniture and office equipment	26,904	35,478	-	1,599	26,904	37,077
Computer equipment and programs	26,360	52	16,314	8,828	42,674	8,880
Vehicles	188,631	312,175	281,896	162,929	470,527	475,104
Construction in progress	9,334	290,194	417,078	374,923	426,412	665,117
Total	\$ 16,034,979	\$ 15,563,204	\$ 47,493,851	\$ 49,234,776	\$ 63,528,830	\$ 64,797,980

Additional information on the Township's capital assets can be found in Note 4 on pages 57 - 59 of this report.

Long - term debt. At the end of the current fiscal year, the primary government of the Township had total debt outstanding of \$22,902,082.

Delhi Charter Township's Outstanding Debt

	<u>Governmental Activities</u>		<u>Business Type Activities</u>		<u>Total</u>	
	<u>2015</u>	<u>2014</u>	<u>2015</u>	<u>2014</u>	<u>2015</u>	<u>2014</u>
General obligation bonds	\$ 1,466,341	\$ 1,627,134	\$ 4,442,456	\$ 4,938,489	\$ 5,908,797	\$ 6,565,623
Revenue bonds	-	-	14,145,000	14,955,000	14,145,000	14,955,000
Other long-term debt	2,848,285	3,059,520	-	-	2,848,285	3,059,520
Total	<u>\$ 4,314,626</u>	<u>\$ 4,686,654</u>	<u>\$ 18,587,456</u>	<u>\$ 19,893,489</u>	<u>\$ 22,902,082</u>	<u>\$ 24,580,143</u>

The Township’s total bonded debt decreased by a net of \$1,466,826, down to \$20,053,797 during 2015. Payments of \$1,466,826 were made that reduced the bonded debt.

The Township has an “AA” rating, upgraded by Standard & Poor’s in July 2014. This is one of the highest ratings and reflects a strong capacity to repay the debt.

State statutes limit the amount of general obligation debt a governmental entity may issue to 10 percent of its total state assessed value. The current debt limitation for the Township is \$76,789,658, which is significantly in excess of the Township’s and Downtown Development Authority’s outstanding general obligation debt of \$14,629,513.

Additional information on the Township’s long-term debt can be found in Note 6 on pages 61 - 66 of this report.

Economic Factors and Next Year’s Budgets and Rates

The following factors were considered in preparing the Township’s budget for the 2016 fiscal year:

- The emphasis on reducing costs while providing quality services to our citizens continued to be a major consideration in the 2016 budget development.
- Contain health care costs by continuation of the Township’s high deductible health plan with the elimination of employer contributions to employees’ health savings accounts (H.S.A.) while encouraging employee contributions into their HSAs.
- Continue to pursue grant opportunities for capital purchases and infrastructure investments.
- Continue to assess staffing needs whenever a vacancy occurs, while continuing to cross train staff for organizational effectiveness & efficiency.
- Throughout its 25 year history the Downtown Development Authority has been able to support many improvements. Their revenue is declining, thus the Township will no longer receive its support and will need to absorb some of the operational expenditures. This will invariably result in future decreases in fund balance.
- As a result of the 2013 sewer rate study recommendation, rates were increased by 3% in 2016.

During the current fiscal year, unassigned fund balance in the General Fund increased to \$5,338,828. The Township has projected expenditures to exceed revenues in 2016 by \$1,348,620. Our goal is to maintain a fund balance averaging between three and six months of operating expenditures.

Requests for Information

This financial report is designed to provide a general overview of the Township's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Township Manager's Office, 2074 Aurelius Road, Holt, MI 48842.

BASIC FINANCIAL STATEMENTS

GOVERNMENT WIDE FINANCIAL STATEMENTS

**CHARTER TOWNSHIP OF DELHI
STATEMENT OF NET POSITION
DECEMBER 31, 2015**

	<u>Primary government</u>			<u>Component units</u>	
	<u>Governmental activities</u>	<u>Business-type activities</u>	<u>Total</u>	<u>Downtown Development Authority</u>	<u>Brownfield Redevelopment Authority</u>
ASSETS:					
Cash and cash equivalents	\$ 5,969,530	\$ 1,827,504	\$ 7,797,034	\$ 2,357,214	\$ 268,356
Investments	1,413,633	225,516	1,639,149	-	-
Receivables	5,975,262	1,566,864	7,542,126	2,911,359	159,067
Prepays and other assets	119,525	65,854	185,379	2,149	-
Restricted assets:					
Cash and cash equivalents	-	1,340,278	1,340,278	-	-
Investments	-	663,375	663,375	-	-
Capital assets not being depreciated	2,270,735	1,225,338	3,496,073	4,394,674	-
Capital assets being depreciated, net	13,764,244	46,268,513	60,032,757	4,246,750	-
TOTAL ASSETS	<u>29,512,929</u>	<u>53,183,242</u>	<u>82,696,171</u>	<u>13,912,146</u>	<u>427,423</u>
LIABILITIES:					
Accounts payable and accrued expenses	526,602	520,582	1,047,184	2,273,563	42,337
Retainage payable	-	20,056	20,056	-	-
Unearned revenue	72,006	-	72,006	-	-
Long-term liabilities:					
Due within one year	486,373	1,342,682	1,829,055	689,744	-
Due in more than one year	3,828,253	17,244,774	21,073,027	5,527,804	-
TOTAL LIABILITIES	<u>4,913,234</u>	<u>19,128,094</u>	<u>24,041,328</u>	<u>8,491,111</u>	<u>42,337</u>
DEFERRED INFLOWS OF RESOURCES:					
Unavailable revenue - property taxes	4,896,423	-	4,896,423	1,183,333	159,067
NET POSITION:					
Net investment in capital assets	12,271,559	28,906,395	41,177,954	2,423,876	-
Restricted for fire equipment, training and apparatus	207,097	-	207,097	-	-
Restricted for debt service	-	441,956	441,956	-	-
Restricted for replacement	-	1,561,697	1,561,697	-	-
Unrestricted	7,224,616	3,145,100	10,369,716	1,813,826	226,019
TOTAL NET POSITION	<u>\$ 19,703,272</u>	<u>\$ 34,055,148</u>	<u>\$ 53,758,420</u>	<u>\$ 4,237,702</u>	<u>\$ 226,019</u>

The notes to financial statements are an integral part of this statement.

**CHARTER TOWNSHIP OF DELHI
STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2015**

Functions/programs	Net (expense) revenue and changes in net position								
	Program revenues				Primary government			Component units	
	Expenses	Charges for services	Operating grants and contributions	Capital grants and contributions	Governmental activities	Business-type activities	Total	Downtown Development Authority	Brownfield Redevelopment Authority
Primary government:									
Governmental activities:									
General government	\$ 2,522,117	\$ 126,180	\$ -	\$ -	\$ (2,395,937)	\$ -	\$ (2,395,937)	\$ -	\$ -
Public safety	5,049,743	915,315	455,134	44,100	(3,635,194)	-	(3,635,194)	-	-
Public works	1,338,862	382,656	-	-	(956,206)	-	(956,206)	-	-
Community and economic development	598,818	613,318	-	-	14,500	-	14,500	-	-
Recreation and culture	545,141	68,178	16,012	660,159	199,208	-	199,208	-	-
Interest on long-term debt	44,405	-	-	-	(44,405)	-	(44,405)	-	-
Total governmental activities	<u>10,099,086</u>	<u>2,105,647</u>	<u>471,146</u>	<u>704,259</u>	<u>(6,818,034)</u>	<u>-</u>	<u>(6,818,034)</u>	<u>-</u>	<u>-</u>
Business-type activities:									
Sewer	6,694,003	6,080,205	606,298	-	-	(7,500)	(7,500)	-	-
Total primary government	<u>\$ 16,793,089</u>	<u>\$ 8,185,852</u>	<u>\$ 1,077,444</u>	<u>\$ 704,259</u>	<u>(6,818,034)</u>	<u>(7,500)</u>	<u>(6,825,534)</u>	<u>-</u>	<u>-</u>
Component units:									
Brownfield redevelopment	\$ 166,505	\$ -	\$ -	\$ -	-	-	-	-	(166,505)
Downtown development	1,446,606	28,938	2,700	-	-	-	(1,414,968)	-	-
Total component units	<u>\$ 1,613,111</u>	<u>\$ 28,938</u>	<u>\$ 2,700</u>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>(1,414,968)</u>	<u>-</u>	<u>(166,505)</u>
General revenues:									
Taxes:									
Property taxes, levied for general purposes					3,326,795	-	3,326,795	2,357,679	196,857
Property taxes, levied for fire					1,043,985	-	1,043,985	-	-
Property taxes, levied for police					1,043,984	-	1,043,984	-	-
State sources					2,031,646	-	2,031,646	-	-
Unrestricted grants and contributions					272,793	-	272,793	-	-
Franchise fees					494,517	-	494,517	-	-
Interest					7,102	8,478	15,580	7,481	-
Other					-	-	-	13,088	-
Transfers - internal activities					(6,267)	6,267	-	-	-
Total general revenues					<u>8,214,555</u>	<u>14,745</u>	<u>8,229,300</u>	<u>2,378,248</u>	<u>196,857</u>
Change in net position					1,396,521	7,245	1,403,766	963,280	30,352
Net position, beginning of year					18,306,751	34,047,903	52,354,654	3,274,422	195,667
Net position end of year					<u>\$ 19,703,272</u>	<u>\$ 34,055,148</u>	<u>\$ 53,758,420</u>	<u>\$ 4,237,702</u>	<u>\$ 226,019</u>

The notes to financial statements are an integral part of this statement.

FUND FINANCIAL STATEMENTS

**CHARTER TOWNSHIP OF DELHI
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2015**

	General	Special revenue funds		Total nonmajor funds	Total governmental funds
		Fire fund	Police fund		
ASSETS:					
Cash and cash equivalents	\$ 5,304,462	\$ 43,961	\$ 33,415	\$ 587,692	\$ 5,969,530
Investments	1,210,861	-	-	202,772	1,413,633
Receivables:					
Taxes	2,891,228	1,041,144	1,041,144	1,744	4,975,260
Special assessments	239,107	-	-	14,867	253,974
Other	235,419	15,379	3,721	37,969	292,488
Due from component unit	453,540	-	-	-	453,540
Prepays	64,550	54,975	-	-	119,525
TOTAL ASSETS	\$ 10,399,167	\$ 1,155,459	\$ 1,078,280	\$ 845,044	\$ 13,477,950
LIABILITIES:					
Accounts payable	\$ 439,373	\$ 7,985	\$ 5,565	\$ 15,154	\$ 468,077
Accrued liabilities	29,736	19,784	-	-	49,520
Unearned revenue	72,006	-	-	-	72,006
TOTAL LIABILITIES	541,115	27,769	5,565	15,154	589,603
DEFERRED INFLOWS OF RESOURCES:					
Unavailable revenue - property taxes	2,750,993	1,072,715	1,072,715	-	4,896,423
Unavailable revenue - ambulance fees	90,420	-	-	-	90,420
Unavailable revenue - special assessments	239,109	-	-	14,867	253,976
Unavailable revenue - grant revenue	-	-	-	37,970	37,970
TOTAL DEFERRED INFLOWS OF RESOURCES	3,080,522	1,072,715	1,072,715	52,837	5,278,789
FUND BALANCES:					
Nonspendable:					
Prepays	64,550	54,975	-	-	119,525
Restricted:					
For fire equipment, training and apparatus	15,532	-	-	191,565	207,097
For capital projects	-	-	-	179,029	179,029
Committed:					
For water improvement	-	-	-	266,839	266,839
For disaster contingency fund	10,000	-	-	-	10,000
Assigned for subsequent year expenditures	1,348,620	-	-	139,620	1,488,240
Unassigned	5,338,828	-	-	-	5,338,828
TOTAL FUND BALANCES	6,777,530	54,975	-	777,053	7,609,558
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	\$ 10,399,167	\$ 1,155,459	\$ 1,078,280	\$ 845,044	\$ 13,477,950

The notes to financial statements are an integral part of this statement.

**CHARTER TOWNSHIP OF DELHI
RECONCILIATION OF FUND BALANCES ON THE BALANCE SHEET FOR
GOVERNMENTAL FUNDS
TO NET POSITION OF GOVERNMENTAL ACTIVITIES ON THE
STATEMENT OF NET POSITION
DECEMBER 31, 2015**

Total governmental fund balances \$ 7,609,558

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds:		
Capital assets not being depreciated	\$ 2,270,735	
Capital assets being depreciated, net	<u>13,764,244</u>	
		16,034,979

Because the focus of governmental funds is on short-term financing, some assets will not be available to pay for current-period expenditures. Those assets (such as certain receivables) are offset by unavailable revenues in the government funds, and thus are not included in fund balance:

Unavailable revenue expected to be collected after March 1, 2015	382,366
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Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the funds:

General obligation debt	(3,948,138)
Bond discount, net of accumulated amortization	5,689
Compensated absences	(372,177)
Accrued interest	<u>(9,005)</u>

Net position of governmental activities	<u><u>\$ 19,703,272</u></u>
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CHARTER TOWNSHIP OF DELHI
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED DECEMBER 31, 2015

	General	Special revenue funds		Total nonmajor funds	Total governmental funds
		Fire fund	Police fund		
REVENUES:					
Taxes	\$2,978,812	\$1,043,985	\$1,043,984	\$ 347,983	\$ 5,414,764
Grants and revenue sharing	2,046,677	169,890	-	117,959	2,334,526
Intergovernmental	143,493	-	-	-	143,493
Licenses and permits	505,784	-	-	-	505,784
Charges for services	1,556,182	-	-	60,686	1,616,868
Franchise fees	494,517	-	-	-	494,517
Fines and forfeitures	22,616	-	56,631	-	79,247
Interest and rentals	24,466	-	-	833	25,299
Other	496,534	228,613	-	2,044	727,191
Total revenue	<u>8,269,081</u>	<u>1,442,488</u>	<u>1,100,615</u>	<u>529,505</u>	<u>11,341,689</u>
EXPENDITURES:					
Current:					
General government	2,225,673	-	-	-	2,225,673
Public safety	-	2,054,859	2,527,210	317,031	4,899,100
Public works	667,510	-	-	2,365	669,875
Community and economic development	604,369	-	-	-	604,369
Recreation and culture	707,045	-	-	-	707,045
Other	486,476	-	-	-	486,476
Debt service:					
Principal	303,736	-	-	61,605	365,341
Interest	29,053	-	-	15,462	44,515
Capital outlay	560,691	-	-	86,734	647,425
Total expenditures	<u>5,584,553</u>	<u>2,054,859</u>	<u>2,527,210</u>	<u>483,197</u>	<u>10,649,819</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES					
	<u>2,684,528</u>	<u>(612,371)</u>	<u>(1,426,595)</u>	<u>46,308</u>	<u>691,870</u>
OTHER FINANCING SOURCES (USES):					
Proceeds from the sale of capital assets	3,145	-	-	6,850	9,995
Transfers in	-	647,539	1,426,595	-	2,074,134
Transfers out	(2,074,134)	-	-	-	(2,074,134)
Total other financing sources (uses)	<u>(2,070,989)</u>	<u>647,539</u>	<u>1,426,595</u>	<u>6,850</u>	<u>9,995</u>
Net change in fund balances	613,539	35,168	-	53,158	701,865
FUND BALANCES:					
Beginning of year	6,163,991	19,807	-	723,895	6,907,693
End of year	<u>\$6,777,530</u>	<u>\$ 54,975</u>	<u>\$ -</u>	<u>\$ 777,053</u>	<u>\$ 7,609,558</u>

The notes to financial statements are an integral part of this statement.

**CHARTER TOWNSHIP OF DELHI
RECONCILIATION OF THE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2015**

Amounts reported for governmental activities in the statement of activities are different because:

Net change in fund balances - total governmental funds	\$ 701,865
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:	
Capital outlay	1,345,682
Depreciation expense	(873,907)
Repayments of principal on long-term debt is an expenditure in the governmental funds, but not in the statement of activities (where it is a reduction of liabilities):	
Reductions of principal on long-term debt	365,341
Amortization of bond discounts	(812)
Revenue is recorded on the accrual method in the statement of activities; in the governmental funds it is recorded on the modified accrual method and not considered available:	
Accrued revenue beginning of the year - primarily special assessments due in the future	(532,435)
Accrued revenue end of the year - primarily special assessments due in the future	382,366
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds:	
Accrued interest on bonds is recorded in the statement of activities when incurred; it is not recorded in governmental funds until it is paid:	
Accrued interest payable beginning of the year	9,927
Accrued interest payable end of the year	(9,005)
Compensated absences are reported on the accrual method in the statement of activities, and recorded as an expenditure when financial resources are used in the governmental funds:	
Accrued compensated absences beginning of the year	379,676
Accrued compensated absences end of the year	(372,177)
Change in net position of governmental activities	\$ 1,396,521

The notes to financial statements are an integral part of this statement.

PROPRIETARY FUND

**CHARTER TOWNSHIP OF DELHI
 PROPRIETARY FUND
 STATEMENT OF NET POSITION
 DECEMBER 31, 2015**

	Business-type activities- Enterprise fund
	<u>Sewer fund</u>
ASSETS	
CURRENT ASSETS:	
Cash and cash equivalents	\$ 1,827,504
Investments	225,516
Special assessments receivable	400,929
Other receivables	1,165,935
Prepays	<u>65,854</u>
TOTAL CURRENT ASSETS	<u>3,685,738</u>
NONCURRENT ASSETS:	
Restricted cash, cash equivalents and investments:	
Debt service cash and cash equivalents	441,956
Replacement cash and cash equivalents	898,322
Replacement investments	663,375
Property, plant and equipment not being depreciated	1,225,338
Property, plant and equipment net of accumulated depreciation	<u>46,268,513</u>
TOTAL NONCURRENT ASSETS	<u>49,497,504</u>
TOTAL ASSETS	<u>53,183,242</u>

The notes to financial statements are an integral part of this statement.

LIABILITIES AND NET POSITION	Business-type activities- Enterprise fund
	Sewer fund
CURRENT LIABILITIES:	
Accounts payable	\$ 241,357
Accrued liabilities	166,053
Interest payable	113,172
Retainage payable	20,056
Current portion of long-term debt	<u>1,342,682</u>
TOTAL CURRENT LIABILITIES	1,883,320
LONG-TERM LIABILITIES , net of current portion:	
Due in more than one year	<u>17,244,774</u>
TOTAL LIABILITIES	<u>19,128,094</u>
NET POSITION:	
Net investment in capital assets	28,906,395
Restricted for:	
Replacement	1,561,697
Debt service	441,956
Unrestricted	<u>3,145,100</u>
TOTAL NET POSITION	<u><u>\$ 34,055,148</u></u>

The notes to financial statements are
an integral part of this statement.

**CHARTER TOWNSHIP OF DELHI
 PROPRIETARY FUND
 STATEMENT OF REVENUES, EXPENSES
 AND CHANGES IN NET POSITION
 YEAR ENDED DECEMBER 31, 2015**

	<u>Business-type activities- Enterprise fund</u>
	<u>Sewer fund</u>
OPERATING REVENUES:	
Charges for services	\$ 5,691,531
Permits and fees	228,630
State grant	543,905
Other operating revenue	<u>213,146</u>
Total operating revenues	<u>6,677,212</u>
OPERATING EXPENSES:	
Costs of sales and services	3,775,585
Depreciation	<u>2,470,310</u>
Total operating expenses	<u>6,245,895</u>
Operating income	<u>431,317</u>
NON-OPERATING REVENUES (EXPENSES):	
Interest and rentals	19,575
Amortization of bond discount	(3,976)
Interest expense	<u>(439,671)</u>
Total non-operating revenues (expenses)	<u>(424,072)</u>
Change in net position	7,245
NET POSITION:	
Beginning of year	<u>34,047,903</u>
End of year	<u><u>\$ 34,055,148</u></u>

The notes to financial statements are an integral part of this statement.

**CHARTER TOWNSHIP OF DELHI
 PROPRIETARY FUND
 STATEMENT OF CASH FLOWS
 YEAR ENDED DECEMBER 31, 2015**

	Business-type activities- Enterprise fund
	Sewer fund
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS:	
Cash flows from operating activities:	
Cash received from customers	\$ 6,817,544
Cash payments to suppliers for goods and services	(2,575,209)
Cash payments to employees for services	(1,353,172)
	2,889,163
Cash flows from capital and related financing activities:	
Purchase of capital assets	(743,475)
Interest payments	(445,827)
Principal payments	(1,310,008)
	(2,499,310)
Cash flows from investing activities:	
Proceeds from investments	1,127
Interest and rental earnings	19,574
	20,701
NET INCREASE IN CASH AND CASH EQUIVALENTS	410,554
CASH AND CASH EQUIVALENTS:	
Beginning of year	2,757,228
End of year	\$ 3,167,782
Statement of net assets classification of cash and cash equivalents:	
Cash and cash equivalents	\$ 1,827,504
Restricted cash and cash equivalents	1,340,278
	\$ 3,167,782

The notes to financial statements are an integral part of this statement.

**CHARTER TOWNSHIP OF DELHI
 PROPRIETARY FUND
 STATEMENT OF CASH FLOWS (Concluded)
 YEAR ENDED DECEMBER 31, 2015**

	<u>Business-type activities- Enterprise fund</u> <u>Sewer fund</u>
RECONCILIATION OF NET OPERATING REVENUES (EXPENSE) TO NET CASH AND CASH EQUIVALENTS PROVIDED (USED) BY OPERATING ACTIVITIES:	
Operating income	\$ 431,317
Adjustments to reconcile operating income to net cash provided (used) by operating activities:	
Depreciation and amortization	2,470,310
Loss on disposal of capital assets	14,090
(Increase) decrease in assets:	
Special assessments receivable	54,868
Other receivables	85,464
Prepaid expenses	(41,961)
Increase (decrease) in liabilities:	
Accounts payable	(167,638)
Accrued expenses	22,657
Retainage payable	20,056
Total adjustments	<u>2,457,846</u>
Net cash provided by operating activities	<u><u>\$ 2,889,163</u></u>

The notes to financial statements are
 an integral part of this statement.

FIDUCIARY FUNDS

**CHARTER TOWNSHIP OF DELHI
FIDUCIARY FUNDS
STATEMENT OF NET POSITION
DECEMBER 31, 2015**

	Other post employment benefit trust fund	Private Purpose Trust	
	Retiree health benefits	Cemetery	Agency funds
ASSETS:			
Cash and cash equivalents	\$ -	\$ 70,768	\$ 16,460,987
Investments	2,289,096	-	-
Interest receivable	-	205	-
Taxes receivable	-	-	14,775,738
TOTAL ASSETS	2,289,096	70,973	31,236,725
LIABILITIES:			
Accounts payable	-	179	-
Due to other governments	-	-	30,932,050
Undistributed receipts	-	-	304,675
TOTAL LIABILITIES	-	179	31,236,725
NET POSITION:			
Restricted - funds held in trust	\$ 2,289,096	\$ 70,794	\$ -

The notes to financial statements are an integral part of this statement.

**CHARTER TOWNSHIP OF DELHI
FIDUCIARY FUNDS
STATEMENT OF CHANGES IN NET POSITION
YEAR ENDED DECEMBER 31, 2015**

	Other post employment benefit trust fund	Private Purpose Trust
	Retiree health benefits	Cemetery
ADDITIONS:		
Investment earnings - net	\$ (40,525)	\$ 205
Total additions	(40,525)	205
DEDUCTIONS:		
Cemetery perpetual care	-	4,814
Change in net position	(40,525)	(4,609)
NET POSITION:		
Beginning of year	2,329,621	75,403
End of year	\$ 2,289,096	\$ 70,794

The notes to financial statements are an integral part of this statement.

NOTES TO THE FINANCIAL STATEMENTS

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of Government wide Financial Statements

The government wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government and its component units. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type* activities, which rely to a significant extent on fees and charges for support. Likewise, the *primary* government is reported separately from its legally separate *component units* for which the primary government is financially accountable.

B. Reporting Entity

The Charter Township of Delhi (Township) is incorporated under the provisions of Act 359, P.A. 1947 as amended (Charter Township Act) and is located in mid-Michigan. The Township is governed by the Charter Township of Delhi Board of Trustees (the “Board”), which has responsibility and control over all activities related to the Township. The Township provides the following services as authorized by its charter; public safety (police and fire), public improvements (sewers), planning and zoning, recreation and general administrative services.

The accompanying financial statements present the government and its component units, entities for which the government is considered to be financially accountable. Each discretely presented component units is reported in a separate column in the government wide financial statements (see note below for description) to emphasize that it is legally separate from the government.

Discretely Presented Component Units

The following is a description of the discretely presented component units.

The Downtown Development Authority of Charter Township of Delhi is organized pursuant Charter Township of Delhi Ordinance No. 80 and Act 197 of the Public Acts of 1975 of the State of Michigan, as amended. The primary purpose of the Authority is to provide for the ongoing maintenance, promotion, security and continued operation of the downtown district. A tax increment financing district was established to finance these activities. The members of the Board of Directors of the Authority are appointed by the Township Board. No separate audit report is issued for this Authority.

The Delhi Township Brownfield Redevelopment Authority is organized pursuant to Section 13(1) of the State of Michigan’s Brownfield Redevelopment Financing Act (Public Act 381 of 1996, as amended by Public Act 145 of 2000). The primary purpose of the Authority is to clean up environmentally challenged properties in the Township and prepare them for desirable and productive re-uses. Tax increment financing will be used to finance these activities. The members of the Board of Directors of the Authority are appointed by the Township Board. No separate audit report is issued for this Authority.

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Reporting Entity (Concluded)

The Downtown Development Authority and the Brownfield Redevelopment Authority are considered component units of Charter Township of Delhi because the Township appoints the Authorities' Board members and has the ability to significantly influence the operations of the Authorities.

C. Basis of Presentation - Government wide Financial Statements

While separate government wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from the governmental funds, while business-type activities incorporate data from the government's enterprise funds. Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government wide financial statements.

As discussed earlier, the Township has two discretely presented component units. The Downtown Development Authority of the Charter Township of Delhi is considered to be a major component unit, while the Brownfield Redevelopment Authority is not, nevertheless they are shown in separate columns in the government wide financial statements.

As a general rule, the effect of interfund activity has been eliminated from the government wide financial statements. Possible exceptions to this general rule are charges for services between the sewer fund and other functions of government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

D. Basis of Presentation - Fund Financial Statements

The fund financial statements provide information about the Township's funds, including its fiduciary funds. Separate statements for each fund category - governmental, proprietary, and fiduciary - are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as nonmajor funds. Major individual governmental and enterprise funds are reported as separate columns in the fund financial statements.

The government reports the following major governmental funds:

The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *fire fund* is a special revenue fund established to provide for the safety of the citizens of the Township by reducing the impact of community emergencies through education, prevention and service.

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Basis of Presentation - Fund Financial Statements (Continued)

The *police fund* is a special revenue fund established to provide for the safety and welfare of the residents of the Township through a contract with the Ingham County Sheriff's Office.

The government reports the following major proprietary funds:

Sewer enterprise fund (Sewer Disposal System). This fund accounts for the activities of the Township's sewage disposal and sewage treatment systems that are financed primarily by user charges for those services.

Additionally, the government reports the following nonmajor fund types:

Special revenue funds - The *special revenue funds* account for revenue sources that are legally restricted for specific purpose (not including expendable trusts or major capital projects). The Township's nonmajor special revenue funds include the water improvement and the fire equipment, training and apparatus funds.

Capital projects fund - the *capital project fund* accounts for the receipt of debt proceeds for the construction of major capital projects.

Fiduciary funds - Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government wide financial statements because the resources of those funds are *not* available to support the Township's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

Additionally, the government reports as fiduciary funds, the other post-employment benefit trust fund, the private purpose trust fund, and two agency funds.

The *other post-employment benefit trust fund* accounts for the accumulated resources related to the health benefit payments to qualified retirees.

The *private purpose trust fund* accounts for the principal received and related interest of the cemetery.

The *agency funds* are the tax collection fund and the trust and agency fund. The tax collection fund collects and distributes taxes to other governments and the trust and agency fund holds funds like escrows and retainage for others.

CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Basis of Presentation - Fund Financial Statements (Concluded)

During the course of operations the Township has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government wide financial statements. Balances between the funds included in governmental activities are eliminated so that only the net amount is included as internal balances in the governmental activities column. Similarly, balances between the funds included in business-type activities (i.e., the enterprise funds) are eliminated so that only the net amount is included as internal balances in the business-type activities column.

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column.

E. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Measurement Focus and Basis of Accounting (Concluded)

The governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

Franchise fees, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal year. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year-end). All other revenue items are considered to be measurable and available only when cash is received by the government.

The proprietary and private-purpose trust funds are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. The agency fund has no measurement focus but utilizes the accrual basis of accounting for reporting its assets and liabilities.

F. Budgetary Information

1. Budgetary Basis of Accounting

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the general fund and special revenue fund. The capital projects fund is appropriated on a project-length basis. Other funds do not have appropriated budgets.

The appropriate budget is prepared by fund and department. The Township's manager may make transfers of appropriations within a department not to exceed \$10,000. Amounts over \$10,000 requires approval of the board. Transfers of appropriations between departments are required to be reported to the Board at the next scheduled meeting. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is the department level.

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

F. Budgetary Information (Concluded)

1. Budgetary Basis of Accounting (Concluded)

Appropriations in all budgeted funds lapse at the end of the fiscal year even if they have related encumbrances. Encumbrances are commitments related to unperformed (executory) contracts for goods or services (i.e., purchase orders, contracts, and commitments). The Township does not utilize encumbrance accounting.

The budget was amended during the year with supplemental appropriations. The budget was approved prior to December 31, 2015. The Township does not consider the amendments to be significant. Violations, if any, are noted in the required supplementary information sections.

G. Assets, Liabilities, Deferred Outflows/Inflows, and Net Position or Fund Balance

1. Cash, Cash Equivalents and Investments

The Township's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. In addition, the statement of cash flows includes both restricted and unrestricted cash and cash equivalents. Investments include instruments allowed by state statute subsequently described. Investments are carried at fair value.

The Township utilizes various pooled cash accounts for approximately 10 funds. The Township's pool cash consists of a common checking account.

The Township's pooled cash accounts are utilized by the General Fund, Special Revenue Funds, the Sewer Fund, Trust and Agency Funds, and the component unit funds. Each funds' portion of these pooled accounts is included in the cash and cash equivalent caption in the applicable balance sheet/statement of net position.

State statutes authorized the Township to invest in bonds, securities, and other direct and certain indirect obligations of the U.S. Treasury, which include securities issued or guaranteed by the Government National Mortgage Association; certificates of deposit, savings accounts, deposit accounts, or depository receipts of a bank, savings and loan association, or credit union, which is a member of the Federal Deposit Insurance Corporation, Federal Savings and Loan Insurance Corporation, or National Credit Union Administration, respectively; and in commercial paper rated at the time of purchase within the three highest classifications established by not less than two standard rating services and which matures not more than 270 days after the date of purchase. The Township is also authorized to invest in U.S. government or federal agency obligation repurchase agreements, bankers' acceptances of U.S. banks, and mutual funds composed of investments as outlined above.

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

**G. Assets, Liabilities, Deferred Outflows/Inflows, and Net Position or Fund Balance
(Continued)**

1. Cash, Cash Equivalents and Investments (Concluded)

Investments are stated at fair value. Securities traded on a national or international exchange are value at the last reported sales price at current exchange rates. Investments that do not have established market values are reported at estimated fair value. Cash deposits are reported at cost.

2. Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as “due to/from other funds” and are all current. Any residual balances outstanding between the governmental activities and business-type activities are reported in the government wide financial statements as “internal balances.”

Accounts receivable in the proprietary funds do not have an allowance for uncollectibles. Delinquent amounts are ultimately added to the tax roll and become a lien on the property and as a consequence, no allowance is deemed necessary. No other significant allowances are deemed necessary.

3. Prepaids

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government wide and fund financial statements.

4. Restricted Assets

Certain proceeds of enterprise funds, as well as certain resources set aside for their repayment, are classified as restricted assets on the statement of net position because their use is limited by applicable bond covenants, Michigan law, or township ordinance.

5. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure (sidewalks and usage rights), are reported in the applicable governmental or business-type activities columns in the government wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

G. Assets, Liabilities, Deferred Outflows/Inflows, and Net Position or Fund Balance (Continued)

5. Capital Assets (Concluded)

Major outlays for capital assets and improvement are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Property, plant and equipment of the primary government, as well as the component units, is depreciated using the straight-line method over the following estimated useful life:

Assets	Years
Sewage mains, outfall lines and infrastructure	40
Buildings	40
Building improvements	20
Land improvements	15
Machinery and equipment	5 - 10
Computer equipment	3 - 10
Furniture and office equipment	10
Vehicles	5 - 7

6. Other Postemployment Benefit Costs

The Township offers retiree healthcare benefits to retirees. The Township receives an actuarial valuation to compute the annual required contribution (ARC) necessary to fund the obligation over the remaining amortization period. In the governmental funds, OPEB costs are recognized as contributions are made. For the government wide statements and proprietary funds, the Township reports the full accrual cost equal to the current year required contribution, adjusted for interest and “adjustment to the ARC” on the beginning of year underpaid amount, if any.

7. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The Township has no items that qualify for reporting in this category.

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

G. Assets, Liabilities, Deferred Outflows/Inflows, and Net Position or Fund Balance (Continued)

7. Deferred Outflows/Inflows of Resources (Concluded)

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Township has three types of items, which arise only under a modified accrual basis of accounting that qualifies for reporting in this category. The Township reports unavailable revenues from property taxes, special assessments, grants and ambulance fees. These amounts are unavailable and recognized as an inflow of resources in the period that the amounts become available. On the statement of net position the Township reports unavailable revenues from property taxes. These amounts are property taxes levied for the next fiscal year.

8. Net Position Flow Assumption

Sometimes the Township will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted - net position and unrestricted - net position in the government wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Township's policy to consider restricted - net position to have been depleted before unrestricted - net position is applied.

9. Fund Balance Flow Assumptions

Sometimes the Township will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the Township's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

10. Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The Township itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

G. Assets, Liabilities, Deferred Outflows/Inflows, and Net Position or Fund Balance (Concluded)

10. Fund Balance Policies (Concluded)

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the Township's highest level of decision-making authority. The board of trustees is the highest level of decision-making authority for the Township that can, by adoption of a board action prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the board action remains in place until a similar action is taken (the adoption of another board action) to remove or revise the limitation.

Amounts, if any, in the assigned fund balance classification are intended to be used by the Township for specific purposes but do not meet the criteria to be classified as committed. The board of trustees may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

In the general fund, the goal of the Township Board shall be to maintain a minimum unassigned fund balance of no less than 15% of General Fund expenditures. For purposes of this calculation, "expenditures" will be the annual budgeted expenditures amount less non-recurring capital expenditures. If unassigned fund balance levels fall below 15% of expenditures, the General Fund budget for the following year will be adjusted to restore fund balance to the 15% level.

11. Comparative Data/Reclassifications

Comparative total data for the prior year have been presented only for certain individual funds in the additional supplementary information in order to provide an understanding of the changes in the financial position and operations of these funds. Also, certain amounts presented in the prior year data have been reclassified in order to be consistent with the current year's presentation.

12. Use of Estimates

The process of preparing financial statements in conformity with accounting principles generally accepted in the United States of America requires the use of estimates and assumptions regarding certain types of assets, liabilities, revenues, and expenditures. Such estimates are primarily related to unsettled transactions and events as of the date of the financial statements. Accordingly, upon settlement, actual results may differ from estimated amounts.

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

H. Revenues and Expenditures/Expenses

1. Program Revenues

Amounts reported as *program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) operating grants and contributions and 3) capital grants and contributions, including special assessments. All taxes, including those dedicated for specific purposes, and other internally dedicated resources are reported as general revenues rather than as program revenues.

2. Property Taxes

Property taxes become an enforceable lien on the property as of December 1. Taxes are levied on December 1 and are due in February of the following year. The Township bills and collects its own property taxes and also taxes for the county, intermediate school district, community college and school districts. All tax collections are accounted for in the tax collection fund, an agency fund. Township tax revenues are recognized in the fiscal year following the December 1 levy date. Property taxes levied for the ensuing year's revenue are included in taxes receivable and deferred inflow of resources.

The Township is permitted by state statute to levy taxes up to \$5.00 per \$1,000 of taxable valuation for general government services other than the payment of principal and interest on long-term debt and in unlimited amounts for the payment of principal and interest on long-term debt. In 2015 the Township levied \$4.3094 per \$1,000 for general governmental purposes, \$1.5000 per \$1,000 for Police services, and \$1.5000 per \$1,000 for Fire and Emergency Medical Services and \$0.5000 per \$1,000 for fire equipment on the December 31, 2014 levy (recognized as revenue in 2015) for a total of \$7.8094 per \$1,000.

The Downtown Development and Brownfield Redevelopment Authorities, which are component units, also receive property tax revenue from the July 1 and December 1 tax levies. These tax revenues are recognized in the fiscal year following the July 1 and December 1 levy dates.

3. Compensated Absences

It is the Township's policy to permit employees to accumulate a limited amount of earned but unused vacation and sick leave, which will be paid to employees upon separation from the Township. All vacation pay and partial sick leave is accrued when earned in the government wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements. The liability for compensated absences for the proprietary fund financial statements is included in accrued liabilities and is considered current since it is anticipated the accumulated paid time off will be used during the subsequent year.

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Concluded)

H. Revenues and Expenditures/Expenses (Concluded)

4. Long-term Obligations

In the government wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities or proprietary fund type statement of net position. Bond premiums and discounts, are deferred and amortized over the life of the bonds using the straight-line method. Bond issuance costs are reported as expenditures in the year in which they are incurred.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

5. Proprietary Funds Operating and Nonoperating Revenues and Expenses

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the sewer fund is charges to customers for sales and services. The fund also recognized as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for the enterprise fund include the cost of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 2 - DEPOSITS AND INVESTMENTS

As of December 31, 2015, the Township had the following investments.

Investment Type	Fair value	Weighted average maturity (years)	Standard & Poor's rating	%
Stifel Nicolaus Money Market	\$ 398	0.0027	AA+	0.0%
Federal National Mortgage Association	53,003	0.2430	AA+	1.2%
Financing Corp Cpn FICO Strips	54,937	0.3321	AA+	1.3%
Federal Nat'l Mtg Asn. Medium Term Nts	109,413	1.4715	AA+	2.6%
Comerica Securities - Riverview	122,375	3.7827	AA+	2.9%
Comerica Securities - Reeths Puffer	65,114	3.2859	AA2 - Moody	1.5%
Comerica Securities - Kalamazoo	124,463	2.3004	AA-	2.9%
Comerica Securities - Anchor Bay Schools	30,353	0.3294	AA-	0.7%
Comerica Securities - Whitmore Lake	121,010	3.2859	AA-	2.8%
MBIA Class Pooled Investments	202,772	0.0027	AAAm	4.7%
PNC Bank Money Market	276,774	0.0027	N/A	6.5%
First Merit Money Market	251,684	0.0027	N/A	5.9%
Dart Bank Money Market	1,374,770	0.0027	N/A	32.1%
Comerica Bank - CD	99,585	0.0621	N/A	2.3%
Dart Bank - CD	176,887	0.3375	N/A	4.1%
Dart Bank - CD	282,826	0.1890	N/A	6.6%
Dart Bank - CD	250,000	1.0341	N/A	5.8%
First Merit Bank - CD	100,200	0.0945	N/A	2.3%
Flagstar Bank - CD	203,661	0.7506	N/A	4.8%
Flagstar Bank - CD	100,608	0.7506	N/A	2.4%
Flagstar Bank - CD	70,768	1.0422	N/A	1.7%
Federated Cash - Money Market	413	0.0027	N/A	0.0%
Federal Nat'l Mtg Asn. Fixed Rate	104,505	1.7172	AA+	2.4%
Huntington-CD	100,000	0.6075	N/A	2.5%
Total fair value	<u>\$ 4,276,519</u>			<u>100.0%</u>
Portfolio weighted average maturity		<u>0.9014</u>		

1 day maturity equals 0.0027, one year equals 1.00

The Township voluntarily invests excess funds in pooled short-term investment funds which included money market funds. One of the pooled investment funds utilized by the Township is MBIA CLASS. MBIA CLASS is an external pooled investment fund of "qualified" investments for Michigan townships. MBIA CLASS is not regulated nor is it registered with the SEC. MBIA CLASS reports as of December 31, 2015 the fair value of the Township's investments is the same as the value of the pool shares.

CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS

NOTE 2 - DEPOSITS AND INVESTMENTS (Continued)

Interest rate risk. In accordance with its investment policy, the Township will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by; structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities in the open market; and, investing operating funds primarily in shorter-term securities, liquid asset funds, money market mutual funds, or similar investment pools and limiting the average maturity in accordance with the Township's cash requirements.

Credit risk. State law limits investments in commercial paper and corporate bonds to a prime or better rating issued by nationally recognized statistical rating organizations (NRSROs).

Concentration of credit risk. The Township will minimize concentration of credit risk, which is the risk of loss attributed to the magnitude of the Township's investment in a single issuer, by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized.

Custodial credit risk - deposits. In the case of deposits, this is the risk that in the event of a bank failure, the Township's deposits may not be returned to it. As of December 31, 2015, \$29,145,425 of the Township's bank balance of \$30,595,010 was exposed to custodial credit risk because it was uninsured. Certificate of deposits and money market accounts are included in the above totals. The book balance reported as deposits and cash on hand on the financial statements as of December 31, 2015 was \$26,318,492.

Custodial credit risk - investments. For an investment, this is the risk that, in the event of the failure of the counterparty, the Township will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

The Township will minimize custodial credit risk, which is the risk of loss due to the failure of the security issuer or backer, by; limiting investments to the types of securities allowed by law; and pre-qualifying the financial institutions, broker/dealers, intermediaries and advisors with which the Township will do business.

Foreign currency risk. The Township is not authorized to invest in investments which have this type of risk

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 2 - DEPOSITS AND INVESTMENTS (Continued)

Summary of deposit and investments balances. The following is a reconciliation of deposit and investment balances as of December 31, 2015.

Deposits (including deposits in transit at year end)	\$ 26,318,492
Investments	4,276,519
Cash on hand	2,150
	<u>\$ 30,597,161</u>
Cash and cash equivalents:	
Township wide - unrestricted	\$ 7,797,034
Township wide - restricted	1,340,278
Component units	2,625,570
Cemetery fund (a private purpose trust)	70,768
Agency funds (fiduciary funds)	16,460,987
Investments:	
Township wide - unrestricted	1,639,149
Township wide - restricted	663,375
	<u>\$ 30,597,161</u>

Other post employment benefits

The Charter Township of Delhi's Other Post Employment Benefit Trust Fund (the "trust fund" or the "System") investments are maintained separately from the Township's pooled cash and investments, and are subject to separate investment policies and state statues. Accordingly, the required disclosure for the System's deposits and investments are presented separately.

Deposits – The System does not maintain any checking or other demand/time deposit accounts.

Investments – The Michigan Public Employees Retirement Systems' Investment Act, Public Act 314 of 1985, as amended, authorizes the System to invest in stocks, government and corporate securities, mortgages, real estate, and various other investment instruments, subject to certain limitations. The System has the responsibility and authority to oversee the investment portfolio. A professional investment manager is contracted to assist in managing the System's assets. All investment decisions are subject to Michigan law and the investment policy established by the System.

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 2 - DEPOSITS AND INVESTMENTS (Concluded)

The System's investments are held with an insurance company administered trust fund. Following is a summary of the System's investments as of December 31, 2015:

	<u>Other post employment benefit trust fund</u>
Balanced funds	\$ 799,664
Stable value	<u>1,489,432</u>
	<u><u>\$ 2,289,096</u></u>

NOTE 3 - RECEIVABLES

Receivables at December 31, 2015 consist of the following:

Governmental Activities	Business-type Activities												
General	Service												
\$ 196,941	\$ 1,048,291												
Special assessment	General												
253,974	112,779												
Ambulance	Property taxes												
90,420	380,185												
Due from DDA	Special assessment												
453,540	20,744												
Property taxes	Other												
4,975,260	<u>4,865</u>												
Other													
<u>5,127</u>													
<u><u>\$ 5,975,262</u></u>	<u><u>\$ 1,566,864</u></u>												
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center; border-bottom: 1px solid black;">Downtown Development Authority</th> <th style="text-align: center; border-bottom: 1px solid black;">Brownfield Redevelopment Authority</th> </tr> </thead> <tbody> <tr> <td>Due from Township</td> <td>Due from Township</td> </tr> <tr> <td style="text-align: right;">\$ 2,910,809</td> <td style="text-align: right;">\$ 159,067</td> </tr> <tr> <td>General</td> <td></td> </tr> <tr> <td style="text-align: right;"><u>550</u></td> <td style="text-align: right;"><u>-</u></td> </tr> <tr> <td style="text-align: right;"><u><u>\$ 2,911,359</u></u></td> <td style="text-align: right;"><u><u>\$ 159,067</u></u></td> </tr> </tbody> </table>		Downtown Development Authority	Brownfield Redevelopment Authority	Due from Township	Due from Township	\$ 2,910,809	\$ 159,067	General		<u>550</u>	<u>-</u>	<u><u>\$ 2,911,359</u></u>	<u><u>\$ 159,067</u></u>
Downtown Development Authority	Brownfield Redevelopment Authority												
Due from Township	Due from Township												
\$ 2,910,809	\$ 159,067												
General													
<u>550</u>	<u>-</u>												
<u><u>\$ 2,911,359</u></u>	<u><u>\$ 159,067</u></u>												

CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS

NOTE 4 - CAPITAL ASSETS

The capital assets are as follows:

	Balance January 1, 2015	Additions/ Reclassifications	Deletions/ Reclassifications	Balance December 31, 2015
Primary government:				
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 2,030,184	\$ 153,856	\$ -	\$ 2,184,040
Monuments	15,000	-	-	15,000
Easements	62,361	-	-	62,361
Construction in process	290,194	9,334	290,194	9,334
Total capital assets, not being depreciated	<u>2,397,739</u>	<u>163,190</u>	<u>290,194</u>	<u>2,270,735</u>
Capital assets, being depreciated:				
Buildings and improvements	7,785,159	-	-	7,785,159
Land improvements and sidewalks	6,172,108	1,351,249	-	7,523,357
Machinery and equipment	1,336,374	80,495	21,660	1,395,209
Furniture and office equipment	592,341	-	14,539	577,802
Flowage rights	3,443,600	-	-	3,443,600
Infrastructure (road improvements)	1,959,083	-	-	1,959,083
Computer equipment and programs	227,130	31,309	-	258,439
Vehicles	2,246,359	9,633	39,013	2,216,979
Total capital assets, being depreciated	<u>23,762,154</u>	<u>1,472,686</u>	<u>75,212</u>	<u>25,159,628</u>
Less accumulated depreciation for:				
Buildings and improvements	3,355,915	192,261	-	3,548,176
Land improvements and sidewalks	1,719,266	243,872	-	1,963,138
Machinery and equipment	949,409	92,134	21,660	1,019,883
Furniture and office equipment	556,863	8,574	14,539	550,898
Flowage rights	416,017	110,295	-	526,312
Infrastructure (road improvements)	1,437,957	88,593	-	1,526,550
Computer equipment and programs	227,078	5,001	-	232,079
Vehicles	1,934,184	133,177	39,013	2,028,348
Total accumulated depreciation	<u>10,596,689</u>	<u>873,907</u>	<u>75,212</u>	<u>11,395,384</u>
Total capital assets, being depreciated, net	<u>13,165,465</u>	<u>598,779</u>	<u>-</u>	<u>13,764,244</u>
Total	<u>\$ 15,563,204</u>	<u>\$ 761,969</u>	<u>\$ 290,194</u>	<u>\$ 16,034,979</u>

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 4 - CAPITAL ASSETS (Continued)

	Balance January 1, 2015	Additions/ Reclassifications	Deletions/ Reclassifications	Balance December 31, 2015
Primary government:				
Business-type activities:				
Capital assets, not being depreciated:				
Land	\$ 806,335	\$ -	\$ -	\$ 806,335
Easements	-	1,925	-	1,925
Construction in process	374,923	224,833	182,678	417,078
Total capital assets, not being depreciated	<u>1,181,258</u>	<u>226,758</u>	<u>182,678</u>	<u>1,225,338</u>
Capital assets, being depreciated:				
Sewage disposal plant and equipment	30,128,887	5,417	-	30,134,304
Sewer mains	50,569,557	-	-	50,569,557
Outfall lines	1,141,390	-	-	1,141,390
Land improvements	482,092	36,540	-	518,632
Furniture and office equipment	127,055	-	-	127,055
Computer equipment	326,274	11,159	22,921	314,512
Vehicles	1,025,377	183,445	217,548	991,274
Machinery and equipment	706,851	462,834	48,307	1,121,378
Maintenance facility	1,430,686	-	-	1,430,686
Total capital assets, being depreciated	<u>85,938,169</u>	<u>699,395</u>	<u>288,776</u>	<u>86,348,788</u>
Less accumulated depreciation for:				
Sewage disposal plant and equipment	15,548,317	1,034,172	-	16,582,489
Sewer mains	19,300,169	1,238,697	-	20,538,866
Outfall lines	460,563	23,838	-	484,401
Land improvements	170,478	32,342	-	202,820
Furniture and office equipment	125,456	1,599	-	127,055
Computer equipment	317,446	3,673	22,921	298,198
Vehicles	862,448	54,849	207,919	709,378
Machinery and equipment	635,493	45,197	43,846	636,844
Maintenance facility	464,281	35,943	-	500,224
Total accumulated depreciation	<u>37,884,651</u>	<u>2,470,310</u>	<u>274,686</u>	<u>40,080,275</u>
Total capital assets, being depreciated, net	<u>48,053,518</u>	<u>(1,770,915)</u>	<u>14,090</u>	<u>46,268,513</u>
Total	<u>\$ 49,234,776</u>	<u>\$ (1,544,157)</u>	<u>\$ 196,768</u>	<u>\$ 47,493,851</u>

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 4 - CAPITAL ASSETS (Concluded)

	Balance January 1, 2015	Additions/ Reclassifications	Deletions/ Reclassifications	Balance December 31, 2015
Component unit:				
Downtown Development Authority:				
Capital assets, not being depreciated:				
Land	\$ 4,649,523	\$ -	\$ 254,849	\$ 4,394,674
Total capital assets, not being depreciated	4,649,523	-	254,849	4,394,674
Capital assets, being depreciated:				
Buildings	1,051,920	-	-	1,051,920
Land improvements	6,385,361	-	-	6,385,361
Infrastructure (road improvements)	1,294,495	-	-	1,294,495
Machinery and equipment	101,699	5,310	-	107,009
Furniture and office equipment	76,020	-	-	76,020
Total capital assets, being depreciated	8,909,495	5,310	-	8,914,805
Less accumulated depreciation for:				
Buildings	269,612	26,519	-	296,131
Land improvements	2,632,679	335,260	-	2,967,939
Infrastructure (road improvements)	1,265,495	3,411	-	1,268,906
Machinery and equipment	51,931	7,128	-	59,059
Furniture and office equipment	76,020	-	-	76,020
Total accumulated depreciation	4,295,737	372,318	-	4,668,055
Total capital assets, being depreciated, net	4,613,758	(367,008)	-	4,246,750
Total	\$ 9,263,281	\$ (367,008)	\$ 254,849	\$ 8,641,424

Depreciation expense was charged to functions/programs of the primary government at December 31, 2015 as follows:

Governmental activities:	
General government	\$ 196,303
Public safety	141,191
Public works	198,888
Recreation and culture	337,525
Total governmental activities	\$ 873,907
Business type activities:	
Sewer	\$ 2,470,310
Component unit:	
Downtown Development Authority	\$ 372,318

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 5 - INTERFUND RECEIVABLES, PAYABLE AND TRANSFERS

The composition of interfund transfers for the year ended December 31, 2015 is as follows:

	Transfer in		
	Fire Fund	Police Fund	Total transfers out
Transfer out:			
General Fund	\$ 647,539	\$ 1,426,595	\$ 2,074,134

Transfers are used to move funds for purchase of capital outlay and to move unrestricted general fund revenues to finance various programs that the government must account for in other funds in accordance with budgetary authorizations.

NOTE 6 - LONG-TERM DEBT

General Obligation Bonds

The government issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for both governmental and business-type activities.

General obligation bonds are direct obligations and pledge the full faith and credit of the government. These bonds generally are issued as 5 to 30 year serial bonds.

\$721,779, 2011 Refunding Bonds, due in annual installments of \$62,438 to \$74,925 through 2022, interest at 2.10% to 3.65%. The Township issued bonds totaling \$4,335,000 of which 16.65% (\$721,779) was for water improvement (governmental activities) and 83.35% (\$3,613,221) was for sanitary sewer (business type activities).	\$ 472,030
\$1,200,000, 2013 general obligation bonds to finance Township costs of constructing of a portion of a non-motorized pathway/trail, due in annual installments of \$100,000 to \$125,000 through 2024, interest at 2.09%. The Downtown Development Authority has pledged its revenue to the Township for the principal and interest payments.	1,000,000
Less: discount	(5,689)
	\$ 1,466,341

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 6 - LONG-TERM DEBT (Continued)

Other Long-term Debt

The government is assessed for drains at large by Ingham County. The assessment cover the Township's share of installation and flowage rights for drains. General assessments outstanding at year end are as follows:

<u>Purpose</u>	<u>Amount</u>	<u>Fiscal year obligations extend through</u>	<u>Interest Rate</u>
Governmental activities	<u>\$ 2,336,148</u>	2033	Imputed at 4%

Installment Purchase Agreement

The Township has entered into an installment purchase agreement to purchase property. This obligation is summarized as follows:

<u>Purpose</u>	<u>Amount</u>	<u>Fiscal year Due</u>	<u>Interest Rate</u>
Governmental activities	<u>\$ 133,500</u>	2019	3.49%

Capital lease

The government has entered into a lease agreement as lessee for financing the acquisition of a copier valued at \$9,480. The copier has a five year estimated useful life. This year, \$1,896 was included in depreciation expense. This lease agreement qualifies as a capital lease for accounting purposes and, therefore, has been recorded at the present value of future minimum lease payments as of the inception date.

<u>Purpose</u>	<u>Amount</u>	<u>Fiscal year obligations extend through</u>	<u>Interest Rate</u>
Governmental activities	<u>\$ 6,460</u>	2019	11.317%

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 6 - LONG-TERM DEBT (Continued)

Enterprise Fund

General Obligation Bonds Payable:

\$1,585,000, 2014 Refunding Bonds (Sanitary Sewer general obligation bonds), for the purpose of refunding 2003 Sanitary Sewer general obligations bonds, due in annual installments of \$145,000 to \$180,000 through 2024, interest at 2.35%.	\$ 1,450,000
\$3,613,221, 2011 Refunding Bonds (Sanitary Sewer general obligation bonds), due in annual installments of \$312,592 to \$375,075 through 2022, interest at 2.10% to 3.65%. The Township issued one bond issue for \$4,335,000 of which 83.35% (\$3,613,221) was for sanitary sewer (business type activities) and 16.65% (\$721,779) was for water improvement (governmental activities).	2,362,972
\$1,000,000, 2008 DDA general obligation bonds, due in annual installments of \$60,120 to \$87,675 through 2024, interest at 4.00% to 4.125%. The Township issued one bond issue for \$9,980,000, of which \$1,000,000 was for sanitary sewer and \$8,980,000 was for downtown development (DDA component unit).	657,315
Less: discount	(27,831)
	\$ 4,442,456

State Revolving Loan Fund Revenue Bonds

\$9,850,000, 2007 Sanitary Sewer revenue bonds, draws to December 31, 2011 of \$9,850,000, interest payable at 1.625%. Interest payments due semi-annually. Principal payments ranging from \$470,000 to \$570,000 due annually through 2028.	\$ 6,755,000
\$8,400,000, 2010 Sanitary Sewer revenue bonds, draws to December 31, 2013, interest paid semi-annually at 2.5%. Principal payments ranging from \$355,000 to \$525,000 due annually through 2032.	7,390,000
	\$ 14,145,000

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 6 - LONG-TERM DEBT (Continued)

Downtown Development Authority (Component Unit)

The long-term debt balance of the Downtown Development Authority consists of the following:

\$990,000, 2003 general obligation bonds to finance Downtown Development Authority costs of constructing a building, due in annual installments of \$80,000 to \$85,000 through 2018, interest at 4.15% to 4.50%.	\$ 245,000
\$8,980,000, 2008 DDA general obligation bonds, due in annual installments for \$539,880 to \$787,325 through 2024, interest at 4.00% to 4.125%. The Township issued one bond issue for \$9,980,000, of which \$1,000,000 was for sanitary sewer and \$8,980,000 was for downtown development (DDA component unit).	5,902,684
	\$ 6,147,684

Land Contract

\$225,000, Land contracts due in semi-annual installments of \$23,446, including interest, through 2016, interest at 6%.	\$ 44,864
\$125,000, Land contracts due in quarterly installments of \$6,250 through 2016, interest at 6%.	25,000
	\$ 69,864

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 6 - LONG-TERM DEBT (Continued)

The following is a summary of changes in long-term debt during the year ended December 31, 2015:

	Beginning balance	Additions	Reductions	Ending balance	Due within one year
Governmental activities:					
General obligation bonds	\$ 1,633,635	\$ -	\$ 161,605	\$ 1,472,030	\$ 162,438
General assessment payable	2,504,894	-	168,746	2,336,148	168,746
Discount	(6,501)	-	(812)	(5,689)	-
Installment purchase agreement	166,833	-	33,333	133,500	33,334
Capital lease	8,117	-	1,657	6,460	1,855
Compensated absences	379,676	-	7,499	372,177	120,000
	<u>\$ 4,686,654</u>	<u>\$ -</u>	<u>\$ 372,028</u>	<u>\$ 4,314,626</u>	<u>\$ 486,373</u>
Business-type activities:					
General obligation bonds	\$ 4,970,295	\$ -	\$ 500,008	\$ 4,470,287	\$ 517,682
Revenue bonds	14,955,000	-	810,000	14,145,000	825,000
Discount	(31,806)	-	(3,975)	(27,831)	-
	<u>\$ 19,893,489</u>	<u>\$ -</u>	<u>\$ 1,306,033</u>	<u>\$ 18,587,456</u>	<u>\$ 1,342,682</u>
Component unit:					
General obligation bonds	\$ 7,256,071	\$ -	\$ 1,108,387	\$ 6,147,684	\$ 619,880
Land contracts	137,152	-	67,288	69,864	69,864
	<u>\$ 7,393,223</u>	<u>\$ -</u>	<u>\$ 1,175,675</u>	<u>\$ 6,217,548</u>	<u>\$ 689,744</u>
	<u>\$ 31,973,366</u>	<u>\$ -</u>	<u>\$ 2,853,736</u>	<u>\$ 29,119,630</u>	<u>\$ 2,518,799</u>

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 6 - LONG-TERM DEBT (Continued)

The annual requirements to amortize all long-term debt outstanding, exclusive of compensated absences as of December 31, 2015, are as follows:

Year ending December 31	Governmental activities		Business-type activities		Component Units	
	Principal	Interest	Principal	Interest	Principal	Interest
2016	\$ 366,373	\$ 151,655	\$ 1,342,682	\$ 420,277	\$ 689,744	\$ 252,068
2017	367,425	138,603	1,374,355	391,204	642,375	224,107
2018	369,337	125,286	1,396,197	360,427	678,868	198,093
2019	368,220	111,783	1,428,371	417,727	620,862	170,512
2020	337,843	98,803	1,473,548	293,498	652,355	145,678
2021-2025	1,422,530	306,339	6,490,134	936,342	2,933,344	307,287
2026-2030	585,573	97,742	4,070,000	336,944	-	-
2031-2033	130,837	10,199	1,040,000	26,125	-	-
	3,948,138	1,040,410	18,615,287	3,182,544	6,217,548	1,297,745
Discount	(5,689)	-	(27,831)	-	-	-
	<u>\$ 3,942,449</u>	<u>\$ 1,040,410</u>	<u>\$ 18,587,456</u>	<u>\$ 3,182,544</u>	<u>\$ 6,217,548</u>	<u>\$ 1,297,745</u>

Advance refunding

In prior years the Township defeased certain bonds by placing the proceeds of new bonds in irrevocable trusts for the purpose of generating resources for all future debt service payments on the refunded debt. As a result, the refunded bonds are considered to be defeased and the trust fund assets and related liabilities have been removed from the statement of net position. During the year ended December 31, 2015, \$4,510,000 of bonds outstanding from a prior advance refunding was considered defeased.

Debt service commitment

The Downtown Development Authority has commitments to pay debt on the 2013 capital improvement bonds. The debt issues are the obligations of the Township that the DDA has agreed through the action of its Board of Directors to repay as the principal and interest become due.

As of December 31, 2015, these commitments totaled \$1,109,725 and are payable through 2024, with \$120,900 due in the next year.

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 7 - CONTRIBUTED CAPITAL

During the current year, the Township received a capital contribution for their governmental activities. This capital was used along with other Township resources to construct a trail system within the Township. The contribution amounted to \$660,159. Currently, accounting principles generally accepted in the United States of America calls for this capital contribution to be recorded as revenue at the governmental activities level.

NOTE 8 - PENSION PLANS

The Township provides pension benefits for all of its full-time employees through a defined contribution plan called the Defined Contribution Pension Plan for Governmental Employees. The Plan is administered by an outside party. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. Employees are eligible to participate upon completion of three months of service. The Township contributes an amount equal to 10% of the employee's base annual compensation.

The Township's contribution for each employee (and interest attributable to these contributions) is fully vested after two years' service. Township contributions and attributable interest forfeited by employees who leave employment prior to full vesting are used to reduce the Township's current period contribution requirements.

Plan provisions and contribution requirements are established and may be amended by the Township Board.

The Township's total payroll in 2015 was \$4,227,896. Contributions were calculated using the base salary amount of \$3,045,331. The Township made the required 10% contribution total \$304,533.

NOTE 9 - DEFERRED COMPENSATION PLANS

The Township offers two deferred compensation plans created in accordance with Internal Revenue Code Section 457; one designed for full-time employees, and the second available only to part-time employees. The plans permit employees to defer a portion of their salary until future years. For the Plan covering part-time employees, the Township contributes 3% of gross pay to the plan on behalf of all participating employees. The Township made contributions to the plans totaling \$4,024. The deferred compensation is only available to the employees upon retirement, termination, becoming permanently disabled, or death.

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 10 - OTHER POST EMPLOYMENT BENEFITS

In addition to benefits described in Note 8 and 9, the Township provides both health and life insurance benefits for retired employees (the “Plan”). The Plan provides other post-employment benefits (OPEB) for all of its full time employees through a single-employer defined benefit plan. Based on the plan, the Township is required to have an actuarial calculation every three years. The information provided is the results of the most recent actuarial valuation with a measurement date of August 31, 2013.

Plan Description. The purpose of the Plan is to provide health and life insurance benefits to all employees who retire from the Township with a minimum ten years of service based on the schedule of shared participation rates. The Plan is maintained as a trust fund in the Charter Township of Delhi’s financial statements. The Township Board of Trustees has the authority to establish and amend benefit provisions.

Funding Policy. The contribution requirements of plan members and the Township are established and may be amended by the Township. Retirees receiving benefits contribute to the cost of the premiums based on the number of years of service. The Township’s share of costs ranges from 75% to 100% of the monthly premiums, based on years of service. The Township will provide 100% of life insurance. The Township is also required to contribute at a rate that is based on an actuarial valuation that is prepared in accordance within certain parameters, in addition to a pay-as-you-go basis for retiree health care cost. The Township contributed \$116,465 for their portion of shared costs with retiree’s premiums. At August 31, 2013, the date of the latest actuarial valuation, participants in the Plan consisted of:

Retirees and beneficiaries receiving benefits	13
Active employees	<u>58</u>
Total	<u><u>71</u></u>

Funding progress. For the year ended December 31, 2015 the Township has estimated the cost of providing retiree health care benefits through an actuarial valuation as of August 31, 2013. The valuation computes an annual required contribution, which represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities over a period not to exceed 30 years. Based on that valuation, the Township contributed \$618,464 in the year ended December 31, 2015 which represents 100% of the annual required contribution. No amounts were contributed on behalf of the Downtown Development Authority. The value of the Plan’s assets at the end of December 31, 2015 was \$2,289,096.

Annual required contribution (recommended)	\$ 618,464
Amounts contributed:	
Payments of current expenses	<u>(618,464)</u>
Change in net OPEB obligation	-
OPEB obligation:	
Beginning of year	<u>-</u>
End of year	<u><u>\$ -</u></u>

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 10 - OTHER POST EMPLOYMENT BENEFITS (Concluded)

The annual OPEB costs, the percentage contributed to the Plan, and the net OPEB obligation for the current and preceding two years is as follows:

Year ending December 31,	Annual OPEB cost	Percentage of annual OPEB cost contributed	Net OPEB obligation
2013	\$ 380,431	98.9%	\$ 9,809
2014	629,129	100.0%	-
2015	618,464	100.0%	-

The funding progress of the Plan as of the most recent valuation date of August 31, 2013, is as follows:

Actuarial accrued liability (AAL)	\$ 6,896,399
Actuarial value of plan assets - 8/31/2013	<u>1,402,990</u>
Unfunded actuarial accrued liability (UAAL)	<u>\$ 5,493,409</u>
Funded ratio (actuarial value of plan assets/AAL)	<u>20.3%</u>
Covered payroll (active plan members)	<u>\$ 4,227,000</u>
UAAL as a percentage of covered payroll	<u>130.0%</u>

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

Actuarial Methods and Assumptions. Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit cost between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the August 31, 2013, actuarial valuation, the entry age actuarial cost method was used. The actuarial assumptions include a 7 percent investment rate of return and an annual healthcare cost trend rate of 9 percent initially, reduced by decrements to an ultimate rate of 4 percent after ten years. Both rates include a 4 percent inflation assumption. The actuarial value of the assets was determined using the fair market value at the time of measurement. The unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on a closed basis. The remaining amortization period at August 31, 2013 was twenty-seven years.

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 11 - COMMITMENTS AND CONTINGENCIES

The Township and its component units are exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Township and its component units carry commercial insurance to cover any losses that may result from the above described activities. No settlements have incurred in excess of coverage in 2015 or any of the prior three years.

Amounts received or receivable from grantor agencies are subject to audit and potential adjustment by federal and state grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the government expects such amounts, if any, to be immaterial.

NOTE 12 - NATURE AND PURPOSE OF RESTRICTIONS OF NET POSITION

Restrictions in the enterprise fund represent amounts set aside for debt retirement and capital improvement. The amount of the restriction is based on the excess of restricted investments over related liabilities.

NOTE 13 - BUILDING DEPARTMENT

The Township records the results of building department operations in the general fund. In accordance with Michigan Public Act 245 of 1999, the Township is required to maintain an accounting system that separately accumulates revenues and expenditures related to the building department function. For the year ended December 31, 2015, activity in the building department is as follows:

Building department deficit at January 1, 2015	<u>\$ (430,708)</u>
Revenues:	
Trade permits	<u>429,468</u>
Expenditures:	
Salaries and benefits	247,971
Supplies and other	<u>50,327</u>
	<u>298,298</u>
Building department deficit at December 31, 2015	<u><u>\$ (299,538)</u></u>

**CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS**

NOTE 14 - SEGMENT INFORMATION - ENTERPRISE FUNDS

The government issued bonds and notes payable to finance certain improvements to its sewer system. Because the Sewer Fund, which accounts entirely for the government's sewer activities, is a segment and is reported as a major fund in the fund financial statements, segment disclosures herein are not required.

NOTE 15 - UPCOMING ACCOUNTING PRONOUNCEMENT

Governmental Accounting Standards Board (GASB) Statement No. 72, Fair Value Measurement and Application, was issued by the GASB in February 2015 and will be effective for the Township's 2016 year end. The Statement addresses accounting and financial reporting issues related to fair value measurements. The definition of *fair value* is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The Statement establishes a hierarchy of inputs to valuation techniques used to measure fair value. The hierarchy has three levels. Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities. Level 2 inputs are inputs – other than quoted prices – included within Level 1 that are observable for the asset or liability, either directly or indirectly. Finally, Level 3 inputs are unobservable inputs, such as management's assumption of the default rate among underlying mortgages of a mortgage-back security. The requirements of this Statement will enhance comparability of financial statements among governments by requiring measurement of certain assets and liabilities at fair value using a consistent and more detailed definition of fair value and accepted valuation techniques. This Statement also will enhance fair value application guidance and related disclosures in order to provide information to financial statement users about the impact of fair value measurements on a government's financial position.

Governmental Accounting Standards Board (GASB) Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, was issued by the GASB in June 2015 and will be effective for the Township's 2018 year end. The Statement requires governments that participate in defined benefit other post-employment benefit (OPEB) plans to report in the statement of net position a net OPEB liability. The net OPEB liability is the difference between the total OPEB liability (the present value of projected benefit payments to employees based on their past service) and the assets (mostly investments reported at fair value) set aside in a trust and restricted to paying benefits to current employees, retirees, and their beneficiaries. Statement 75 requires cost-sharing employers to record a liability and expense equal to their proportionate share of the collective net OPEB liability and expense for the cost-sharing plan. The Statement also will improve the comparability and consistency of how governments calculate the OPEB liabilities and expense.

CHARTER TOWNSHIP OF DELHI
NOTES TO FINANCIAL STATEMENTS

NOTE 15 - UPCOMING ACCOUNTING PRONOUNCEMENT (Concluded)

Governmental Accounting Standards Board (GASB) Statement No. 77, *Tax Abatement Disclosures*, was issued by the GASB in August 2015 and will be effective for the Township's 2016 year end. The Statement requires disclosure of tax abatement information about (1) a reporting government's own tax abatement agreements and (2) those that are entered into by other governments and that reduce the reporting government's tax revenues. This Statement requires governments that enter into tax abatement agreements to disclose the following information about the agreements in the footnotes of the financial statements:

- Brief descriptive information, such as the tax being abated, the authority under which tax abatements are provided, eligibility criteria, the mechanism by which taxes are abated, provisions for recapturing abated taxes, and the types of commitments made by tax abatements recipients.
- The gross dollar amount of taxes abated during the period
- Commitments made by a government, other than to abate taxes, as part of a tax abatement agreement

This Statement will improve the user's ability on how tax abatements affect the reporting unit's financial positions and results of operations, including their ability to raise resources in the future.

REQUIRED SUPPLEMENTARY INFORMATION

**CHARTER TOWNSHIP OF DELHI
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
YEAR ENDED DECEMBER 31, 2015**

	<u>Original budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget</u>
REVENUES:				
Taxes	\$ 2,888,050	\$ 2,977,100	\$ 2,978,812	\$ 1,712
Grants and revenue sharing	2,246,900	1,975,120	2,046,677	71,557
Intergovernmental	149,990	142,990	143,493	503
Licenses and permits	175,200	418,730	505,784	87,054
Charges for services	1,378,500	1,469,450	1,556,182	86,732
Franchise fees	452,500	478,250	494,517	16,267
Fines and forfeitures	18,000	22,000	22,616	616
Interest and rentals	21,190	21,190	24,466	3,276
Other	434,600	424,480	496,534	72,054
Total revenues	<u>7,764,930</u>	<u>7,929,310</u>	<u>8,269,081</u>	<u>339,771</u>
EXPENDITURES:				
Current:				
General government:				
Legislative - Board of Trustees	107,910	104,990	103,882	1,108
Manager	334,270	333,020	330,417	2,603
Accounting	140,380	140,840	133,457	7,383
Clerk	268,450	267,660	263,704	3,956
Information technology	343,840	260,150	207,648	52,502
Treasurer	259,210	256,730	248,533	8,197
Assessing	332,830	378,010	372,310	5,700
Elections	7,600	34,740	34,472	268
Building and grounds	456,840	431,620	426,497	5,123
Cemetery	141,040	109,560	104,753	4,807
Total general government	<u>2,392,370</u>	<u>2,317,320</u>	<u>2,225,673</u>	<u>91,647</u>

CHARTER TOWNSHIP OF DELHI
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE (Concluded)
GENERAL FUND
YEAR ENDED DECEMBER 31, 2015

	<u>Original budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget</u>
EXPENDITURES (Concluded):				
Current (Concluded):				
Public works	\$ 725,340	\$ 701,050	\$ 667,510	\$ 33,540
Community and economic development	793,890	639,930	604,369	35,561
Recreation and culture:				
Parks administration	271,730	249,010	243,409	5,601
Parks	493,670	431,200	418,733	12,467
Recreation	60,780	62,230	44,903	17,327
Total recreation and culture	826,180	742,440	707,045	35,395
Other	417,620	509,540	486,476	23,064
Debt service:				
Principal	391,820	303,800	303,736	64
Interest	29,070	29,070	29,053	17
Total debt service	420,890	332,870	332,789	81
Capital outlay	945,820	603,330	560,691	42,639
Total expenditures	6,522,110	5,846,480	5,584,553	261,927
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES				
	1,242,820	2,082,830	2,684,528	601,698
OTHER FINANCING SOURCES (USES):				
Proceeds from the sale of capital assets	82,000	3,140	3,145	5
Transfers in (out)	(2,318,070)	(2,186,250)	(2,074,134)	112,116
Total other financing sources (uses)	(2,236,070)	(2,183,110)	(2,070,989)	112,121
Net change in fund balance	(993,250)	(100,280)	613,539	713,819
FUND BALANCE:				
Beginning of year	6,163,991	6,163,991	6,163,991	-
End of year	<u>\$ 5,170,741</u>	<u>\$ 6,063,711</u>	<u>\$ 6,777,530</u>	<u>\$ 713,819</u>

**CHARTER TOWNSHIP OF DELHI
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE
FIRE FUND SPECIAL REVENUE
YEAR ENDED DECEMBER 31, 2015**

	<u>Original budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget</u>
REVENUES:				
Taxes	\$ 1,029,500	\$ 1,043,120	\$ 1,043,985	\$ 865
Grants and revenue sharing	55,000	174,490	169,890	(4,600)
Other	168,960	183,060	228,613	45,553
Total revenues	<u>1,253,460</u>	<u>1,400,670</u>	<u>1,442,488</u>	<u>41,818</u>
EXPENDITURES:				
Current:				
Public safety	2,162,230	2,158,110	2,054,859	103,251
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES				
	<u>(908,770)</u>	<u>(757,440)</u>	<u>(612,371)</u>	<u>145,069</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	908,770	757,440	647,539	(109,901)
Net change in fund balance	-	-	35,168	35,168
FUND BALANCE:				
Beginning of year	<u>19,807</u>	<u>19,807</u>	<u>19,807</u>	<u>-</u>
End of year	<u>\$ 19,807</u>	<u>\$ 19,807</u>	<u>\$ 54,975</u>	<u>\$ 35,168</u>

**CHARTER TOWNSHIP OF DELHI
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE
POLICE FUND SPECIAL REVENUE
YEAR ENDED DECEMBER 31, 2015**

	Original budget	Final budget	Actual	Variance with final budget
REVENUES:				
Taxes	\$ 1,029,500	\$ 1,043,120	\$ 1,043,984	\$ 864
Fines and forfeitures	55,000	55,000	56,631	1,631
Total revenues	<u>1,084,500</u>	<u>1,098,120</u>	<u>1,100,615</u>	<u>2,495</u>
EXPENDITURES:				
Current:				
Public safety	2,493,800	2,529,050	2,527,210	1,840
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES				
	<u>(1,409,300)</u>	<u>(1,430,930)</u>	<u>(1,426,595)</u>	<u>4,335</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	1,409,300	1,430,930	1,426,595	(4,335)
Net change in fund balance	-	-	-	-
FUND BALANCE:				
Beginning of year	-	-	-	-
End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**CHARTER TOWNSHIP OF DELHI
REQUIRED SUPPLEMENTARY INFORMATION
RETIREE HEALTH PLAN SCHEDULE OF FUNDING PROGRESS
AND SCHEDULE OF EMPLOYER CONTRIBUTIONS
YEAR ENDED DECEMBER 31, 2015**

The historical information required to be disclosed, beginning as of March 31, 2008, is as follows:

	(1)	(2)	(3)	(4)	(5)	
Actuarial valuation date	Actuarial value of assets	Actuarial accrued liability (AAL)	Unfunded AAL (UAAL) (2) - (1)	Funded ratio (1)/(2)	Annual covered payroll	UAAL as a % of payroll [(2)-(1)]/(5)
3/31/08	\$ -	\$ 3,627,845	\$ 3,627,845	0.0%	\$ 4,019,000	90.3%
8/31/10	532,747	3,647,677	3,114,930	14.6%	4,030,000	77.3%
8/31/13	1,402,990	6,896,399	5,493,409	20.3%	4,227,000	130.0%

Schedule of employer contributions:

Year ended	Actual valuation date	Annual required contribution	Actual contribution	Percentage contributed	Net OPEB obligation
12/31/2013	August 31, 2010	\$ 380,431	\$ 380,431	100.0%	\$ 9,809
12/31/2014	August 31, 2013	629,129	629,129	100.0%	-
12/31/2015	August 31, 2013	618,464	618,464	100.0%	-

The information presented above was determined as part of the actuarial valuations at the dates indicated. Additional information as of August 31, 2013 the latest actuarial valuation follows:

Actuarial cost method	Individual entry age
Amortization method	Level dollar
Amortization period (perpetual)	27 years
Asset valuation method	Market value
Actuarial assumptions:	
Investment rate of return	7.0%
Projected salary increases	4.0%
Valuation health care cost trend rate	9% in 2014, grading to 4.0% in 2023

ADDITIONAL SUPPLEMENTARY INFORMATION

**CHARTER TOWNSHIP OF DELHI
NONMAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEET
DECEMBER 31, 2015**

	Special revenue	Capital Projects	Total nonmajor governmental funds
ASSETS			
ASSETS:			
Cash and cash equivalents	\$ 408,662	\$ 179,030	\$ 587,692
Investments	202,772	-	202,772
Accounts receivable	-	37,969	37,969
Taxes receivable	1,744	-	1,744
Special assessments receivable	14,867	-	14,867
TOTAL ASSETS	\$ 628,045	\$ 216,999	\$ 845,044
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES			
LIABILITIES:			
Accounts payable	\$ 15,154	\$ -	\$ 15,154
TOTAL LIABILITIES	15,154	-	15,154
DEFERRED INFLOWS OF RESOURCES:			
Unavailable revenue - special assessments	14,867	-	14,867
Unavailable revenue - grant revenue	-	37,970	37,970
TOTAL DEFERRED INFLOWS OF RESOURCES	14,867	37,970	52,837
FUND BALANCES:			
Restricted:			
Fire equipment, training and apparatus	191,565	-	191,565
Capital projects	-	179,029	179,029
Committed:			
For water improvement	266,839	-	266,839
Assigned for subsequent year expenditures	139,620	-	139,620
TOTAL FUND BALANCES	598,024	179,029	777,053
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	\$ 628,045	\$ 216,999	\$ 845,044

**CHARTER TOWNSHIP OF DELHI
NONMAJOR GOVERNMENTAL FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
YEAR ENDED DECEMBER 31, 2015**

	<u>Special revenue</u>	<u>Capital Projects</u>	<u>Total nonmajor governmental funds</u>
REVENUES:			
Taxes	\$ 347,983	\$ -	\$ 347,983
Grants and revenue sharing	-	117,959	117,959
Charges for services	60,686	-	60,686
Interest and rentals	833	-	833
Other	2,044	-	2,044
Total revenues	<u>411,546</u>	<u>117,959</u>	<u>529,505</u>
EXPENDITURES:			
Current:			
Public safety	317,031	-	317,031
Public works	2,365	-	2,365
Debt service:			
Principal	61,605	-	61,605
Interest	15,462	-	15,462
Capital outlay	21,544	65,190	86,734
Total expenditures	<u>418,007</u>	<u>65,190</u>	<u>483,197</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENSES	<u>(6,461)</u>	<u>52,769</u>	<u>46,308</u>
OTHER FINANCING SOURCES:			
Proceeds from sale of capital assets	6,850	-	6,850
Net change in fund balances	389	52,769	53,158
FUND BALANCES:			
Beginning of year	597,635	126,260	723,895
End of year	<u>\$ 598,024</u>	<u>\$ 179,029</u>	<u>\$ 777,053</u>

**CHARTER TOWNSHIP OF DELHI
SPECIAL REVENUE FUNDS
COMBINING BALANCE SHEET
DECEMBER 31, 2015
(with comparative totals for December 31, 2014)**

	Water improvement fund	Fire equipment, training and apparatus fund	Totals	
			2015	2014
ASSETS:				
Cash and cash equivalents	\$ 115,293	\$ 293,369	\$ 408,662	\$ 407,472
Investments	202,772	-	202,772	202,495
Taxes receivable	1,744	-	1,744	342,632
Special assessments receivable	14,867	-	14,867	7,603
TOTAL ASSETS	\$ 334,676	\$ 293,369	\$ 628,045	\$ 960,202
LIABILITIES:				
Accounts payable	\$ -	\$ 15,154	\$ 15,154	\$ 7,279
DEFERRED INFLOWS OF RESOURCES:				
Unavailable revenue - property taxes	-	-	-	347,685
Unavailable revenue - special assessments	14,867	-	14,867	7,603
TOTAL DEFERRED INFLOWS OF RESOURCES	14,867	-	14,867	355,288
FUND BALANCES:				
Restricted:				
Fire equipment, training and apparatus	-	191,565	191,565	88,831
Committed:				
For water improvement	266,839	-	266,839	277,224
Assigned for subsequent year expenditures	52,970	86,650	139,620	231,580
TOTAL FUND BALANCES	319,809	278,215	598,024	597,635
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	\$ 334,676	\$ 293,369	\$ 628,045	\$ 960,202

**CHARTER TOWNSHIP OF DELHI
SPECIAL REVENUE FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
YEAR ENDED DECEMBER 31, 2015
(with comparative totals for the year ended December 31, 2015)**

	Water improvement fund	Fire equipment, training and apparatus fund	Totals	
			2015	2014
REVENUES:				
Taxes	\$ -	\$ 347,983	\$ 347,983	\$ 343,639
Charges for services	60,686	-	60,686	64,650
Interest and rentals	277	556	833	448
Other	1,744	300	2,044	78,767
Total revenues	62,707	348,839	411,546	487,504
EXPENDITURES:				
Current:				
Public safety	-	317,031	317,031	329,720
Public works	2,365	-	2,365	2,807
Debt service:				
Principal	61,605	-	61,605	60,773
Interest	15,462	-	15,462	16,434
Capital outlay	-	21,544	21,544	46,759
Total expenditures	79,432	338,575	418,007	456,493
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENSES	(16,725)	10,264	(6,461)	31,011
OTHER FINANCING SOURCES:				
Proceeds from sale of capital assets	-	6,850	6,850	-
Net change in fund balances	(16,725)	17,114	389	31,011
FUND BALANCES:				
Beginning of year	336,534	261,101	597,635	566,624
End of year	\$ 319,809	\$ 278,215	\$ 598,024	\$ 597,635

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**CHARTER TOWNSHIP OF DELHI
SPECIAL REVENUE FUNDS
SCHEDULE OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
YEAR ENDED DECEMBER 31, 2015**

	<u>Water Improvement Fund</u>			<u>Fire Equipment, Training and Apparatus Fund</u>		
	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget</u>
REVENUES:						
Taxes	\$ -	\$ -	\$ -	\$ 347,760	\$ 347,983	\$ 223
Charges for services	58,600	60,686	2,086	-	-	-
Interest and rentals	200	277	77	500	556	56
Other	980	1,744	764	300	300	-
	<u>59,780</u>	<u>62,707</u>	<u>2,927</u>	<u>348,560</u>	<u>348,839</u>	<u>279</u>
Total revenues						
EXPENDITURES:						
Current:						
Public safety	-	-	-	332,910	317,031	15,879
Public works	2,900	2,365	535	-	-	-
Debt service:						
Principal	61,610	61,605	5	-	-	-
Interest	15,480	15,462	18	-	-	-
Capital outlay	-	-	-	196,300	21,544	174,756
	<u>79,990</u>	<u>79,432</u>	<u>558</u>	<u>529,210</u>	<u>338,575</u>	<u>190,635</u>
Total expenditures						

	<u>Water Improvement Fund</u>			<u>Fire Equipment, Training and Apparatus Fund</u>		
	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (20,210)</u>	<u>\$ (16,725)</u>	<u>\$ 3,485</u>	<u>\$ (180,650)</u>	<u>\$ 10,264</u>	<u>\$ 190,914</u>
OTHER FINANCING SOURCES (USES):						
Proceeds from sale of capital assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,850</u>	<u>6,850</u>	<u>-</u>
Net change in fund balances	<u>(20,210)</u>	<u>(16,725)</u>	<u>3,485</u>	<u>(173,800)</u>	<u>17,114</u>	<u>190,914</u>
FUND BALANCES:						
Beginning of year	<u>336,534</u>	<u>336,534</u>	<u>-</u>	<u>261,101</u>	<u>261,101</u>	<u>-</u>
End of year	<u><u>\$ 316,324</u></u>	<u><u>\$ 319,809</u></u>	<u><u>\$ 3,485</u></u>	<u><u>\$ 87,301</u></u>	<u><u>\$ 278,215</u></u>	<u><u>\$ 190,914</u></u>

CHARTER TOWNSHIP OF DELHI
COMBINING STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES
AGENCY FUNDS
DECEMBER 31, 2015
(with comparative totals for December 31, 2014)

	Trust and Agency	Tax collection fund	Totals	
			2015	2014
ASSETS:				
Cash and cash equivalents	\$ 44,624	\$ 16,416,363	\$ 16,460,987	\$ 16,161,935
Taxes receivable	260,051	14,515,687	14,775,738	14,291,079
TOTAL ASSETS	\$ 304,675	\$ 30,932,050	\$ 31,236,725	\$ 30,453,014
LIABILITIES:				
Due to other governments	\$ -	\$ 30,932,050	\$ 30,932,050	30,033,184
Undistributed receipts	304,675	-	304,675	419,830
TOTAL LIABILITIES	\$ 304,675	\$ 30,932,050	\$ 31,236,725	\$ 30,453,014

CHARTER TOWNSHIP OF DELHI
COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
AGENCY FUNDS
YEAR ENDED DECEMBER 31, 2015

	Balance January 1, 2015	Additions	Deletions	Balance December 31, 2015
Trust and Agency				
Assets:				
Cash and cash equivalents	\$ 60,294	\$ 2,050,970	\$ 2,066,640	\$ 44,624
Taxes receivable	359,536	163,584	263,069	260,051
	<u>\$ 419,830</u>	<u>\$ 2,214,554</u>	<u>\$ 2,329,709</u>	<u>\$ 304,675</u>
Liabilities:				
Undistributed receipts	\$ 419,830	\$ 980,421	\$ 1,095,576	\$ 304,675
Current Tax				
Assets:				
Cash and cash equivalents	\$ 16,101,641	\$ 39,121,274	\$ 38,806,552	\$ 16,416,363
Taxes receivable	13,931,543	40,575,870	39,991,726	14,515,687
	<u>\$ 30,033,184</u>	<u>\$ 79,697,144</u>	<u>\$ 78,798,278</u>	<u>\$ 30,932,050</u>
Liabilities:				
Due to other governments	\$ 30,033,184	\$ 45,266,555	\$ 44,367,689	\$ 30,932,050
Totals				
Assets:				
Cash and cash equivalents	\$ 16,161,935	\$ 41,172,244	\$ 40,873,192	\$ 16,460,987
Taxes receivable	14,291,079	40,739,454	40,254,795	14,775,738
	<u>\$ 30,453,014</u>	<u>\$ 81,911,698</u>	<u>\$ 81,127,987</u>	<u>\$ 31,236,725</u>
Liabilities:				
Undistributed receipts	\$ 419,830	\$ 980,421	\$ 1,095,576	\$ 304,675
Due to other governments	30,033,184	45,266,555	44,367,689	30,932,050
	<u>\$ 30,453,014</u>	<u>\$ 46,246,976</u>	<u>\$ 45,463,265</u>	<u>\$ 31,236,725</u>

**CHARTER TOWNSHIP OF DELHI
BROWNFIELD REDEVELOPMENT AUTHORITY COMPONENT UNIT
GOVERNMENTAL FUNDS BALANCE SHEET / STATEMENT OF NET POSITION
DECEMBER 31, 2015**

	Governmental fund balance sheet				
	Brownfield Redevelopment	Local site remediation fund	Total	Adjustments	Statement of net position
ASSETS:					
Cash and cash equivalents	\$ -	\$ 268,356	\$ 268,356	\$ -	\$ 268,356
Taxes receivable	-	159,067	159,067	-	159,067
Total assets	\$ -	\$ 427,423	\$ 427,423	-	427,423
LIABILITIES:					
Accounts payable	\$ -	\$ 42,337	\$ 42,337	-	42,337
DEFERRED INFLOWS OF RESOURCES:					
Unavailable revenue - property taxes	-	159,067	159,067	-	159,067
FUND BALANCES:					
Unassigned	-	51,170	51,170	(51,170)	-
Restricted	-	174,849	174,849	(174,849)	-
Total fund balances	-	226,019	226,019	(226,019)	-
Total liabilities, deferred inflows of resources, and fund balances	\$ -	\$ 427,423	\$ 427,423		
NET POSITION:					
Unrestricted				226,019	226,019
Total net position				\$ 226,019	\$ 226,019

**CHARTER TOWNSHIP OF DELHI
BROWNFIELD REDEVELOPMENT AUTHORITY COMPONENT UNIT
GOVERNMENTAL FUNDS REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES / STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2015**

	Governmental funds revenues, expenditures and changes in fund balances				Statement of activities
	Brownfield Redevelopment	Local site remediation fund	Total	Adjustments	
REVENUES:					
Property taxes	\$ 6,886	\$ 189,971	\$ 196,857	\$ -	\$ 196,857
EXPENDITURES/EXPENSES:					
Community and economic development	17,756	148,749	166,505	-	166,505
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(10,870)	41,222	30,352	-	30,352
OTHER FINANCING SOURCES (USES):					
Transfers out	(9,948)	-	(9,948)	-	(9,948)
Transfers in	-	9,948	9,948	-	9,948
Total other financing sources (uses)	(9,948)	9,948	-	-	-
Changes in fund balances / net position	(20,818)	51,170	30,352	-	30,352
FUND BALANCES/NET POSITION:					
Beginning of year	20,818	174,849	195,667	-	195,667
End of year	\$ -	\$ 226,019	\$ 226,019	\$ -	\$ 226,019

**CHARTER TOWNSHIP OF DELHI
DOWNTOWN DEVELOPMENT AUTHORITY COMPONENT UNIT
GOVERNMENTAL FUNDS BALANCE SHEET / STATEMENT OF NET POSITION
DECEMBER 31, 2015**

	<u>Governmental funds balance sheet</u>					
	<u>Downtown Development General Operating</u>	<u>2008 Bond Debt Retirement</u>	<u>2010 Refunding Bonds</u>	<u>Total</u>	<u>Adjustments</u>	<u>Statement of Net Position</u>
ASSETS:						
Cash and cash equivalents	\$ 2,357,214	\$ -	\$ -	\$ 2,357,214	\$ -	\$ 2,357,214
Taxes receivable	2,910,809	-	-	2,910,809	-	2,910,809
Other receivables	550	-	-	550	-	550
Prepays	2,149	-	-	2,149	-	2,149
Capital assets not being depreciated	-	-	-	-	4,394,674	4,394,674
Capital assets being depreciated, net	-	-	-	-	4,246,750	4,246,750
TOTAL ASSETS	<u>\$ 5,270,722</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,270,722</u>	<u>8,641,424</u>	<u>13,912,146</u>
LIABILITIES:						
Accounts payable	\$ 9,956	\$ -	\$ -	\$ 9,956	-	9,956
Accrued liabilities	3,348	-	-	3,348	-	3,348
Interest payable	-	-	-	-	41,544	41,544
Due to other governments	1,765,178	-	-	1,765,178	-	1,765,178
Due to primary government	453,537	-	-	453,537	-	453,537
Long-term liabilities:						
Due within one year	-	-	-	-	689,744	689,744
Due in more than one year	-	-	-	-	5,527,804	5,527,804
TOTAL LIABILITIES	<u>2,232,019</u>	<u>-</u>	<u>-</u>	<u>2,232,019</u>	<u>6,259,092</u>	<u>8,491,111</u>

Governmental funds balance sheet

	Downtown Development General Operating	2008 Bond Debt Retirement	2010 Refunding Bonds	Total	Adjustments	Statement of Net Position
DEFERRED INFLOWS OF RESOURCES:						
Unavailable revenue - property taxes	\$ 1,183,333	\$ -	\$ -	\$ 1,183,333	\$ -	\$ 1,183,333
FUND BALANCES:						
Nonspendable:						
Prepays	2,149	-	-	2,149	(2,149)	-
Unassigned	1,853,221	-	-	1,853,221	(1,853,221)	-
TOTAL FUND BALANCES	1,855,370	-	-	1,855,370	(1,855,370)	-
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	\$ 5,270,722	\$ -	\$ -	\$ 5,270,722		
NET POSITION:						
Net investment in capital assets					2,423,876	2,423,876
Unrestricted					1,813,826	1,813,826
Total net position					\$ 4,237,702	\$ 4,237,702

**CHARTER TOWNSHIP OF DELHI
DOWNTOWN DEVELOPMENT AUTHORITY COMPONENT UNIT
GOVERNMENTAL FUNDS REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE / STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2015**

	Governmental funds revenues, expenditures and changes in fund balances					
	Downtown Development General Operating	2008 Bond Debt Retirement	2010 Refunding Bonds	Total	Adjustments	Statement of Activities
REVENUES:						
Property taxes	\$ 2,357,679	\$ -	\$ -	\$ 2,357,679	\$ -	\$ 2,357,679
Grants	2,700	-	-	2,700	-	2,700
Other	13,088	-	-	13,088	-	13,088
Interest and rentals	36,419	-	-	36,419	-	36,419
Total revenues	<u>2,409,886</u>	<u>-</u>	<u>-</u>	<u>2,409,886</u>	<u>-</u>	<u>2,409,886</u>
EXPENDITURES/EXPENSES:						
Current:						
Community and economic development	466,104	-	-	466,104	372,318	838,422
Debt service:						
Principal	142,288	508,387	525,000	1,175,675	(1,175,675)	-
Interest	21,200	257,871	5,381	284,452	4,544	288,996
Capital outlay	69,649	-	-	69,649	(5,310)	64,339
Loss on disposal of property	-	-	-	-	254,849	254,849
Total expenditures/expenses	<u>699,241</u>	<u>766,258</u>	<u>530,381</u>	<u>1,995,880</u>	<u>(549,274)</u>	<u>1,446,606</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES/EXPENSES	<u>1,710,645</u>	<u>(766,258)</u>	<u>(530,381)</u>	<u>414,006</u>	<u>549,274</u>	<u>963,280</u>

**Governmental funds revenues, expenditures
and changes in fund balances**

	Downtown Development General Operating	2008 Bond Debt Retirement	2010 Refunding Bonds	Total	Adjustments	Statement of Activities
OTHER FINANCING SOURCES (USES):						
Transfers in	\$ -	\$ 766,258	\$ 530,381	\$ 1,296,639	\$ (1,296,639)	\$ -
Transfers out	(1,296,639)	-	-	(1,296,639)	1,296,639	-
Total other financing sources (uses)	(1,296,639)	766,258	530,381	-	-	-
Net change in fund balances/net position	414,006	-	-	414,006	549,274	963,280
FUND BALANCES/NET POSITION:						
Beginning of year	1,441,364	-	-	1,441,364	1,833,058	3,274,422
End of year	<u>\$ 1,855,370</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,855,370</u>	<u>\$ 2,382,332</u>	<u>\$ 4,237,702</u>

**CHARTER TOWNSHIP OF DELHI
GENERAL FUND
BALANCE SHEETS
DECEMBER 31, 2015 AND 2014**

	2015	2014
ASSETS:		
Cash and cash equivalents	\$ 5,304,462	\$ 5,447,748
Investments	1,210,861	786,718
Receivables:		
Taxes	2,891,228	2,808,227
Special assessments	239,107	286,313
Other	235,419	196,231
Due from component unit	453,540	289,568
Due from other funds	-	13,795
Prepays	64,550	29,712
	\$ 10,399,167	\$ 9,858,312
LIABILITIES:		
Accounts payable	\$ 439,373	\$ 738,158
Accrued liabilities	29,736	22,377
Unearned revenue	72,006	29,660
	541,115	790,195
DEFERRED INFLOWS OF RESOURCES:		
Unavailable revenue - property taxes	2,750,993	2,535,223
Unavailable revenue - ambulance fees	90,420	82,590
Unavailable revenue - special assessments	239,109	286,313
	3,080,522	2,904,126
FUND BALANCE:		
Nonspendable:		
Prepays	64,550	29,712
Restricted:		
For fire equipment, training and apparatus	15,532	20,575
Committed:		
Disaster contingency fund	10,000	10,000
Assigned for subsequent year expenditures	1,348,620	993,250
Unassigned	5,338,828	5,110,454
	6,777,530	6,163,991
	\$ 10,399,167	\$ 9,858,312
	\$ 10,399,167	\$ 9,858,312

**CHARTER TOWNSHIP OF DELHI
GENERAL FUND
STATEMENTS OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
YEARS ENDED DECEMBER 31, 2015 AND 2014**

	2015	2014
REVENUES:		
Taxes	\$ 2,978,812	\$ 2,945,124
Grants and revenue sharing	2,046,677	2,103,750
Intergovernmental	143,493	159,610
Licenses and permits	505,784	304,387
Charges for services	1,556,182	1,424,024
Franchise fees	494,517	472,391
Fines and forfeitures	22,616	25,082
Interest and rentals	24,466	22,940
Other	496,534	528,858
	8,269,081	7,986,166
Total revenues		
EXPENDITURES:		
Current:		
General government:		
Legislative - Board of Trustees	103,882	103,129
Manager	330,417	324,667
Accounting	133,457	126,072
Clerk	263,704	238,205
Information technology	207,648	254,776
Treasurer	248,533	243,531
Assessing	372,310	335,062
Elections	34,472	44,499
Building and grounds	426,497	412,600
Cemetery	104,753	105,441
	2,225,673	2,187,982
Total general government		

**CHARTER TOWNSHIP OF DELHI
GENERAL FUND
STATEMENTS OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE (Concluded)
YEARS ENDED DECEMBER 31, 2015 AND 2014**

	2015	2014
EXPENDITURES (Concluded):		
Current (Concluded):		
Public works	\$ 667,510	\$ 1,250,756
Community and economic development	604,369	574,711
Recreation and culture	707,045	761,143
Other	486,476	559,533
Debt service	332,789	349,286
Capital outlay	560,691	533,856
Total expenditures	5,584,553	6,217,267
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	2,684,528	1,768,899
OTHER FINANCING SOURCES (USES):		
Proceeds from the sale of capital assets	3,145	9,480
Transfers out	(2,074,134)	(1,897,611)
Total other financing sources (uses)	(2,070,989)	(1,888,131)
Net change in fund balance	613,539	(119,232)
FUND BALANCE:		
Beginning of year	6,163,991	6,283,223
End of year	\$ 6,777,530	\$ 6,163,991

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**CHARTER TOWNSHIP OF DELHI
SEWER FUND
STATEMENTS OF NET POSITION
DECEMBER 31, 2015 AND 2014**

	2015	2014
ASSETS		
CURRENT ASSETS:		
Cash and cash equivalents	\$ 1,827,504	\$ 1,600,491
Investments	225,516	228,362
Special assessments receivable	400,929	455,797
Other receivables	1,165,935	1,251,399
Prepays	65,854	23,893
TOTAL CURRENT ASSETS	3,685,738	3,559,942
NONCURRENT ASSETS:		
Restricted cash, cash equivalents and investments:		
Debt service cash and cash equivalents	441,956	463,846
Replacement cash and cash equivalents	898,322	692,891
Replacement investments	663,375	661,656
Property, plant and equipment not being depreciated	1,225,338	1,181,258
Property, plant and equipment net of accumulated depreciation	46,268,513	48,053,518
TOTAL NONCURRENT ASSETS	49,497,504	51,053,169
TOTAL ASSETS	53,183,242	54,613,111

LIABILITIES AND NET POSITION	<u>2015</u>	<u>2014</u>
CURRENT LIABILITIES:		
Accounts payable	\$ 241,357	\$ 408,995
Accrued liabilities	166,053	143,396
Interest payable	113,172	119,328
Retainage payable	20,056	-
Current portion of long-term debt	<u>1,342,682</u>	<u>1,263,336</u>
TOTAL CURRENT LIABILITIES	1,883,320	1,935,055
LONG-TERM LIABILITIES , net of current portion:		
Due in more than one year	<u>17,244,774</u>	<u>18,630,153</u>
TOTAL LIABILITIES	<u>19,128,094</u>	<u>20,565,208</u>
NET POSITION:		
Net investment in capital assets	28,906,395	29,341,287
Restricted for:		
Replacement	1,561,697	1,354,547
Debt service	441,956	463,846
Unrestricted	<u>3,145,100</u>	<u>2,888,223</u>
TOTAL NET POSITION	<u><u>\$ 34,055,148</u></u>	<u><u>\$ 34,047,903</u></u>

**CHARTER TOWNSHIP OF DELHI
SEWER FUND
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
YEARS ENDED DECEMBER 31, 2015 AND 2014**

	2015	2014
OPERATING REVENUES:		
Charges for services	\$ 5,691,531	\$ 5,504,030
Permits and fees	228,630	312,727
State grant	543,905	420,011
Other operating revenue	213,146	89,096
Total operating revenues	6,677,212	6,325,864
OPERATING EXPENSES:		
Costs of sales and services	3,775,585	3,429,147
Depreciation	2,470,310	2,250,529
Total operating expenses	6,245,895	5,679,676
Operating gain (loss)	431,317	646,188
NON-OPERATING REVENUES (EXPENSES):		
Interest and rentals	19,575	20,701
Amortization of bond discount	(3,976)	(18,033)
Interest expense	(439,671)	(470,017)
Total non-operating revenues (expenses)	(424,072)	(467,349)
Net income (loss) before capital contributions and transfers	7,245	178,839
CAPITAL CONTRIBUTIONS	-	64,800
Change in net position	7,245	243,639
NET POSITION:		
Beginning of year	34,047,903	33,804,264
End of year	\$ 34,055,148	\$ 34,047,903

**CHARTER TOWNSHIP OF DELHI
SEWER FUND
STATEMENTS OF CASH FLOWS
YEARS ENDED DECEMBER 31, 2015 AND 2014**

	2015	2014
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS:		
Cash flows from operating activities:		
Cash received from customers	\$ 6,817,544	\$ 6,007,923
Cash payments to suppliers for goods and services	(2,575,209)	(1,806,422)
Cash payments to employees for services	(1,353,172)	(1,460,762)
Net cash provided by operating activities	2,889,163	2,740,739
Cash flows from capital and related financing activities:		
Purchase of capital assets	(743,475)	(558,492)
Proceeds from bonds	-	1,822,003
Interest payments	(445,827)	(486,586)
Principal payments	(1,310,008)	(2,818,336)
Net cash used by capital and related financing activities	(2,499,310)	(2,041,411)
Cash flows from investing activities:		
Proceeds (purchases) from maturities of investments	1,127	(4,306)
Interest and rental earnings	19,574	20,701
Net cash provided by investing activities	20,701	16,395
NET INCREASE IN CASH AND CASH EQUIVALENTS	410,554	715,723
CASH AND CASH EQUIVALENTS:		
Beginning of year	2,757,228	2,041,505
End of year	\$ 3,167,782	\$ 2,757,228
Statement of net position classification of cash and cash equivalents:		
Cash and cash equivalents	\$ 1,827,504	\$ 1,600,491
Restricted cash and cash equivalents	1,340,278	1,156,737
	\$ 3,167,782	\$ 2,757,228

**CHARTER TOWNSHIP OF DELHI
SEWER FUND
STATEMENTS OF CASH FLOWS (Concluded)
YEARS ENDED DECEMBER 31, 2015 AND 2014**

	2015	2014
RECONCILIATION OF NET OPERATING REVENUES (EXPENSES) TO NET CASH AND CASH EQUIVALENTS PROVIDED (USED) BY OPERATING ACTIVITIES:		
Operating gain (loss)	\$ 431,317	\$ 646,188
Adjustments to reconcile operating gain (loss) to net cash provided (used) by operating activities:		
Depreciation and amortization	2,470,310	2,250,529
Loss on disposal of capital assets	14,090	2,401
(Increase) decrease in assets:		
Special assessments receivable	54,868	(33,213)
Other receivables	85,464	(284,728)
Prepaid expenses	(41,961)	17,283
Increase (decrease) in liabilities:		
Accounts payable	(167,638)	283,171
Accrued expenses	22,657	(46,881)
Retainage payable	20,056	(94,011)
Total adjustments	2,457,846	2,094,551
Net cash provided by operating activities	\$ 2,889,163	\$ 2,740,739

**STATISTICAL SECTION
(UNAUDITED)**

**CHARTER TOWNSHIP OF DELHI
DESCRIPTION OF STATISTICAL SECTION**

This part of Delhi Township’s financial statements presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Township’s overall financial health.

The statistical section is organized into the following main categories:

Financial Trends

These schedules contain trend information to help the reader understand how the Township’s financial performance and well-being have changed over time.

Revenue Capacity

These schedules contain information to help the reader assess the Township’s most significant local revenue source, the property tax.

Debt Capacity

These schedules contain information to help the reader assess the affordability of the Township’s current levels of outstanding debt, and the Township’s ability to issue additional debt in the future.

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the Township’s financial activities take place.

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the Township’s financial report relates to the services the Township provides.

Sources: Unless otherwise noted, the information in these schedules is derived from the Report on the Financial Statements for the relevant year.

**CHARTER TOWNSHIP OF DELHI
NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)**

Schedule 1
Unaudited

	Fiscal Year Ended									
	2006	2007	2008	2009	2010	2011	2012*	2013	2014	2015
Governmental activities										
Net Investment in capital assets	\$ 4,180,266	\$ 4,298,842	\$ 5,141,128	\$ 8,580,733	\$ 9,359,465	\$ 9,506,445	\$ 9,338,276	\$ 9,240,592	\$ 11,382,486	\$ 12,271,559
Restricted	1,586,782	1,845,176	82,188	59,126	5,624	321,446	360,521	221,139	109,406	207,097
Unrestricted	3,404,342	3,388,481	4,039,122	2,655,541	2,590,604	4,046,689	5,495,044	6,435,260	6,814,859	7,224,616
Total governmental activities net assets	\$ 9,171,390	\$ 9,532,499	\$ 9,262,438	\$ 11,295,400	\$ 11,955,693	\$ 13,874,580	\$ 15,193,841	\$ 15,896,991	\$ 18,306,751	\$ 19,703,272
Business-type activities										
Net Investment in capital assets	\$ 30,873,207	\$ 32,052,918	\$ 33,175,333	\$ 32,927,591	\$ 32,029,945	\$ 31,909,548	\$ 30,925,575	\$ 29,992,625	\$ 29,341,287	\$ 28,906,395
Restricted	3,244,209	3,439,345	2,618,428	2,841,822	2,001,776	2,131,149	1,986,773	1,607,237	1,818,393	2,003,653
Unrestricted	4,322,440	3,376,243	2,799,900	1,824,266	2,459,230	1,526,359	1,567,896	2,204,402	2,888,223	3,145,100
Total business-type activities net assets	\$ 38,439,856	\$ 38,868,506	\$ 38,593,661	\$ 37,593,679	\$ 36,490,951	\$ 35,567,056	\$ 34,480,244	\$ 33,804,264	\$ 34,047,903	\$ 34,055,148
Primary government										
Net Investment in capital assets	\$ 35,053,473	\$ 36,351,760	\$ 38,316,461	\$ 41,508,324	\$ 41,389,410	\$ 41,415,993	\$ 40,263,851	\$ 39,233,217	\$ 40,723,773	\$ 41,177,954
Restricted	4,830,991	5,284,521	2,700,616	2,900,948	2,007,400	2,452,595	2,347,294	1,828,376	1,927,799	2,210,750
Unrestricted	7,726,782	6,764,724	6,839,022	4,479,807	5,049,834	5,573,048	7,062,940	8,639,662	9,703,082	10,369,716
Total primary government net assets	\$ 47,611,246	\$ 48,401,005	\$ 47,856,099	\$ 48,889,079	\$ 48,446,644	\$ 49,441,636	\$ 49,674,085	\$ 49,701,255	\$ 52,354,654	\$ 53,758,420

* The Governmental beginning net position was decreased by \$7,422 and the Business-type beginning net position was reduced by \$37,145 due to implementation of GASB 65, which removed bond issuance costs from the amortization schedules.

**CHARTER TOWNSHIP OF DELHI
CHANGES IN NET POSITION
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)**

Schedule 2
Unaudited

	Fiscal Year Ended									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Expenses										
Governmental activities:										
General governmental	\$ 1,984,846	\$ 2,310,105	\$ 2,327,244	\$ 2,162,616	\$ 2,286,907	\$ 2,087,161	\$ 2,219,150	\$ 2,146,777	\$ 2,640,347	\$ 2,522,117
Public Safety	3,890,919	4,083,262	4,346,453	4,503,054	4,309,039	4,430,295	4,667,246	4,733,732	4,861,571	5,049,743
Public Works	488,254	467,234	797,885	1,214,437	633,727	702,533	816,169	1,028,423	1,434,952	1,338,862
Community development	-	-	-	-	652,920	613,856	557,885	604,597	575,816	598,818
Recreation & culture	770,980	823,026	847,934	918,737	952,510	935,756	944,672	916,303	985,792	545,141
Other governmental activities	237,858	16,410	-	-	-	-	-	-	-	-
Interest on long-term debt	115,218	103,955	91,009	76,276	60,120	44,561	27,004	44,517	66,406	44,405
Total governmental activities	7,488,075	7,803,992	8,410,525	8,875,120	8,895,223	8,814,162	9,232,126	9,474,349	10,564,884	10,099,086
Business-type activities:										
Sewer	5,423,789	5,493,927	5,700,904	6,114,406	6,209,025	6,161,026	6,346,950	5,987,572	6,167,726	6,694,003
Community Development	599,503	698,192	686,645	661,871	-	-	-	-	-	-
Total business-type activities	6,023,292	6,192,119	6,387,549	6,776,277	6,209,025	6,161,026	6,346,950	5,987,572	6,167,726	6,694,003
Total primary government expenses	\$ 13,511,367	\$ 13,996,111	\$ 14,798,074	\$ 15,651,397	\$ 15,104,248	\$ 14,975,188	\$ 15,579,076	\$ 15,461,921	\$ 16,732,610	\$ 16,793,089
Program revenues										
Charges for services:										
General government	\$ 711,788	\$ 813,504	\$ 892,589	\$ 902,289	\$ 907,325	\$ 946,334	\$ 929,505	\$ 83,918	\$ 85,102	\$ 126,180
Public safety	546,463	590,840	677,948	648,678	739,988	800,662	867,842	808,024	876,863	915,315
Public works	-	-	-	-	345,410	346,808	333,912	327,757	666,419	382,656
Community development	-	-	-	-	351,602	380,862	322,069	380,729	420,521	613,318
Recreation and culture	115,240	152,570	134,870	133,835	109,304	103,555	128,332	85,616	65,277	68,178
Operating grants and contributions	608,514	217,929	155,846	97,136	168,765	422,216	478,110	510,414	656,031	471,146
Capital grants and contributions	114,693	258,803	421,038	3,396,484	271,422	109,207	217,544	51,017	2,003,455	704,259
Total governmental activities program revenues	2,096,698	2,033,646	2,282,291	5,178,422	2,893,816	3,109,644	3,277,314	2,247,475	4,773,668	3,281,052
Business-type activities:										
Charges for services:										
Sewer	5,404,117	5,010,784	4,802,468	4,866,048	5,042,106	5,116,198	5,282,019	5,303,826	5,898,351	6,080,205
Community development	460,926	412,815	280,151	322,203	-	-	-	-	-	-
Operating grants and contributions	388,458	493,867	389,390	309,131	30,109	10,069	-	-	420,011	606,298
Capital grants and contributions	253,243	322,539	401,403	145,768	46,604	31,475	-	-	64,800	-
Total business-type activities program revenues	6,506,744	6,240,005	5,873,412	5,643,150	5,118,819	5,157,742	5,282,019	5,303,826	6,383,162	6,686,503
Total primary government program revenues	\$ 8,603,442	\$ 8,273,651	\$ 8,155,703	\$ 10,821,572	\$ 8,012,635	\$ 8,267,386	\$ 8,559,333	\$ 7,551,301	\$ 11,156,830	\$ 9,967,555
Net (Expense)/Revenue										
Governmental activities	\$ (5,391,377)	\$ (5,770,346)	\$ (6,128,234)	\$ (3,696,698)	\$ (6,001,407)	\$ (5,704,518)	\$ (5,954,812)	\$ (7,226,874)	\$ (5,791,216)	\$ (6,818,034)
Business-type activities	483,452	47,886	(514,137)	(1,133,127)	(1,090,206)	(1,003,284)	(1,064,931)	(683,746)	215,436	(7,500)
Total primary government net expense	\$ (4,907,925)	\$ (5,722,460)	\$ (6,642,371)	\$ (4,829,825)	\$ (7,091,613)	\$ (6,707,802)	\$ (7,019,743)	\$ (7,910,620)	\$ (5,575,780)	\$ (6,825,534)

CHARTER TOWNSHIP OF DELHI
CHANGES IN NET POSITION (Concluded)
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)

Schedule 2
Unaudited

	Fiscal Year Ended									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
General Revenues and Other Changes in Net Position										
Governmental activities:										
Property taxes	\$ 3,325,504	\$ 3,482,728	\$ 3,631,229	\$ 3,726,355	\$ 3,642,755	\$ 5,393,489	\$ 5,131,573	\$ 5,311,408	\$ 5,350,366	\$ 5,414,764
State shared revenues	1,798,179	1,765,856	1,762,721	1,553,811	1,474,950	1,888,513	1,913,989	1,978,618	2,026,020	2,031,646
Grants & contributions not restricted to specific programs	311,693	536,536	545,943	505,290	558,432	324,964	226,239	192,934	365,077	272,793
Unrestricted investment earnings	273,927	306,428	179,694	77,351	36,518	16,439	9,694	3,650	5,721	7,102
Gain (loss) on sale of capital assets	10,945	162,393	(26,128)	-	-	-	-	-	-	-
Intra-entity transfer	(5,017)	(122,486)	(235,286)	(133,145)	49,224	-	-	-	(18,599)	(6,267)
Total governmental activities	5,715,231	6,131,455	5,858,173	5,729,662	5,761,879	7,623,405	7,281,495	7,929,820	8,200,976	8,214,555
Business-type activities:										
Investment earnings	-	-	-	-	-	24,339	15,264	7,766	9,604	8,478
Other	-	-	-	-	-	-	-	-	-	-
Intra-entity transfer	5,017	122,486	235,286	133,145	(49,224)	-	-	-	18,599	6,267
Grants and contributions not restricted to specific programs	242,789	258,278	4,006	-	36,702	55,050	-	-	-	-
Total business-type activities	247,806	380,764	239,292	133,145	(12,522)	79,389	15,264	7,766	28,203	14,745
Total primary government	\$ 5,963,037	\$ 6,512,219	\$ 6,097,465	\$ 5,862,807	\$ 5,749,357	\$ 7,702,794	\$ 7,296,759	\$ 7,937,586	\$ 8,229,179	\$ 8,229,300
Change in Net Position										
Governmental activities	\$ 323,854	\$ 361,109	\$ (270,061)	\$ 2,032,964	\$ (239,528)	\$ 1,918,887	\$ 1,326,683	\$ 702,946	\$ 2,409,760	\$ 1,396,521
Business-type activities	731,258	428,650	(274,845)	(999,982)	(1,102,728)	(923,895)	(1,049,667)	(675,980)	243,639	7,245
Total primary government	\$ 1,055,112	\$ 789,759	\$ (544,906)	\$ 1,032,982	\$ (1,342,256)	\$ 994,992	\$ 277,016	\$ 26,966	\$ 2,653,399	\$ 1,403,766

CHARTER TOWNSHIP OF DELHI
FUND BALANCE, GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

Schedule 3
Unaudited

	Fiscal Year Ended									
	2006	2007	2008	2009	2010	2011*	2012	2013	2014	2015
General Fund										
Reserved	\$ 16,879	\$ 131,422	\$ 43,263	\$ 118,449	\$ 29,070	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved	2,810,035	2,757,433	2,542,428	1,949,051	1,767,891	-	-	-	-	-
Nonspendable	-	-	-	-	-	52,906	106,973	48,109	29,712	64,550
Restricted	-	-	-	-	-	40,045	30,349	22,826	20,575	15,532
Committed	-	-	-	-	-	10,000	10,000	10,000	10,000	10,000
Assigned for subsequent years expenditures	-	-	-	-	-	-	-	697,910	993,250	1,348,620
Unassigned	-	-	-	-	-	3,874,217	5,236,188	5,504,378	5,110,454	5,338,828
Total general fund	\$ 2,826,914	\$ 2,888,855	\$ 2,585,691	\$ 2,067,500	\$ 1,796,961	\$ 3,977,168	\$ 5,383,510	\$ 6,283,223	\$ 6,163,991	\$ 6,777,530
All other Governmental Funds										
Reserved	\$ 1,697	\$ 26,276	\$ 4,672	\$ 14,603	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved, report in:										
Special revenue funds	1,423,826	1,693,348	981,313	734,765	687,489	-	-	-	-	-
Debt service funds	161,259	125,552	82,187	59,126	5,624	-	-	-	-	-
Nonspendable in construction fund	-	-	-	-	-	-	-	588,517	-	-
Restricted in construction fund	-	-	-	-	-	-	-	290,969	-	179,029
Nonspendable in special revenue funds	-	-	-	-	-	39,266	33,247	29,105	19,807	54,975
Restricted in special revenue funds	-	-	-	-	-	281,401	330,172	198,313	88,831	191,565
Committed in special revenue funds	-	-	-	-	-	417,637	367,710	306,982	277,224	266,839
Assigned for subsequent years expenditures	-	-	-	-	-	-	-	61,329	231,580	139,620
Unassigned in special revenue funds	-	-	-	-	-	(39,266)	(31,747)	-	-	-
Total all other governmental funds	\$ 1,586,782	\$ 1,845,176	\$ 1,068,172	\$ 808,494	\$ 693,163	\$ 699,038	\$ 699,382	\$ 1,475,215	\$ 617,442	\$ 832,028

* New Fund Balance categories

CHARTER TOWNSHIP OF DELHI
CHANGES IN FUND BALANCE, GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

Schedule 4
Unaudited

	Fiscal Year Ended									
	12/31/2006	12/31/2007	12/31/2008	12/31/2009	12/31/2010	12/31/2011	12/31/2012	12/31/2013*	12/31/2014	12/31/2015
Revenues										
Taxes	\$ 3,325,504	\$ 3,482,728	\$ 3,631,229	\$ 3,726,355	\$ 3,642,755	\$ 5,393,489	\$ 5,131,573	\$ 5,311,408	\$ 5,350,366	\$ 5,414,764
Grants and Revenue Sharing	-	-	-	-	-	-	-	2,098,959	2,381,840	2,334,526
Special assessments	302,707	309,267	413,635	345,481	353,122	357,591	368,660	-	-	-
Fines and Forfeitures	-	-	-	-	-	-	-	78,387	79,227	79,247
Intergovernmental-Local	-	-	-	-	-	-	-	95,031	159,610	143,493
Intergovernmental	1,896,685	2,054,131	2,034,967	1,832,749	1,939,042	2,275,689	2,372,618	-	-	-
Licenses and permits	17,215	16,969	15,965	16,526	206,255	226,356	181,376	252,148	304,387	505,784
Charges for services	1,387,884	1,612,695	1,656,817	1,644,706	1,852,940	1,936,354	1,942,533	1,405,769	1,488,674	1,616,868
Interest and Rentals	354,870	395,285	227,839	89,122	39,751	16,751	9,694	20,802	23,388	25,299
Franchise Fees	-	-	-	-	-	-	-	443,210	472,391	494,517
Other	880,588	651,883	771,323	699,737	715,166	739,263	733,966	628,821	760,332	727,191
Total revenues	8,165,453	8,522,958	8,751,775	8,354,676	8,749,031	10,945,493	10,740,420	10,334,535	11,020,215	11,341,689
Expenditures										
General government	2,098,720	2,145,159	2,157,101	2,018,484	2,104,089	1,959,161	2,022,682	1,963,113	2,187,982	2,225,673
Public safety	3,679,179	3,881,356	4,102,659	4,191,856	3,951,764	4,165,152	4,438,719	4,534,015	4,639,103	4,899,100
Public works	488,254	467,234	787,877	542,762	536,245	496,722	686,620	864,688	1,253,563	669,875
Community development	-	-	-	-	588,014	608,433	553,021	605,837	574,711	604,369
Recreation and culture	630,761	694,297	706,826	767,951	725,571	712,694	746,417	702,820	761,143	707,045
Other	230,413	204,589	333,332	323,535	348,663	321,261	386,527	389,846	559,533	486,476
Debt service										
Principal	500,462	504,763	521,389	553,967	705,239	241,897	183,765	219,262	364,215	365,341
Interest and issuance costs	113,902	100,592	87,808	73,415	57,262	66,755	26,598	44,165	62,278	44,515
Capital outlay	1,201,701	255,292	902,863	531,272	167,278	321,559	289,385	537,743	1,477,912	647,425
Total expenditures	8,943,392	8,253,282	9,599,855	9,003,242	9,184,125	8,893,634	9,333,734	9,861,489	11,880,440	10,649,819
Excess of revenues over (under) expenditures	(777,939)	269,676	(848,080)	(648,566)	(435,094)	2,051,859	1,406,686	473,046	(860,225)	691,870
Other Financing Sources (Uses)										
Proceeds from long-term debt	-	-	-	-	-	-	-	1,200,000	-	-
Capital Lease	-	-	-	-	-	-	-	-	9,480	-
Issuance of refunding debt	-	-	-	-	-	721,779	-	-	-	-
Payment to refunded bond escrow agent	-	-	-	-	-	(687,645)	-	-	-	-
Proceeds from sale of capital assets	24,710	173,145	3,200	3,840	-	100,089	-	2,500	-	9,995
Transfers in	794,517	592,477	595,388	692,348	84,243	1,388,301	1,625,456	1,834,690	1,897,611	2,074,134
Transfers out	(799,534)	(714,963)	(830,674)	(825,493)	(35,019)	(1,388,301)	(1,625,456)	(1,834,690)	(1,897,611)	(2,074,134)
Total other financing sources (uses)	19,693	50,659	(232,086)	(129,305)	49,224	134,223	-	1,202,500	9,480	9,995
Net change in fund balances	\$ (758,246)	\$ 320,335	\$ (1,080,166)	\$ (777,871)	\$ (385,870)	\$ 2,186,082	\$ 1,406,686	\$ 1,675,546	\$ (850,745)	\$ 701,865
Debt service as a percentage of noncapital expenditures	7.9%	7.6%	7.0%	7.4%	8.5%	10.8%	2.3%	2.8%	4.1%	4.1%

**CHARTER TOWNSHIP OF DELHI
 ASSESSED VALUE AND TAXABLE VALUE OF PROPERTY
 LAST TEN FISCAL YEARS**

Schedule 5
 Unaudited

Fiscal Year Ended December 31	Agricultural Property	Commercial Property	Industrial Property	Residential Property	Developmental Property	Personal Property	Total Taxable Value	Total Direct Tax Rate	Assessed Value	Taxable Value as a Percentage of Assessed Value
2006	2,218,367	114,964,632	15,051,118	572,239,358	-	46,827,750	751,301,225	5.3282	867,761,750	87%
2007	2,468,072	121,108,641	14,121,340	606,104,452	-	46,577,255	790,379,760	5.3064	890,124,785	89%
2008	2,514,938	126,663,528	16,032,179	615,416,841	-	52,132,300	812,759,786	5.3455	903,051,000	90%
2009	2,575,559	129,201,749	15,211,328	592,190,424	-	45,226,200	784,405,260	5.4039	835,843,650	94%
2010	2,504,049	123,516,681	13,641,928	549,152,400	-	48,597,700	737,412,758	7.8094	771,940,775	96%
2011	2,525,723	118,189,772	22,133,866	531,477,428	-	39,901,800	714,228,589	7.8094	739,999,851	97%
2012	2,573,066	118,370,473	24,493,165	497,480,929	-	49,847,700	692,765,333	7.8094	713,338,371	97%
2013	2,607,530	117,915,661	16,435,749	500,274,316	-	48,047,853	685,281,109	7.8094	710,930,773	96%
2014	2,672,068	121,823,664	14,897,412	505,737,261	-	50,095,615	695,226,020	7.8094	727,820,340	96%
2015	2,714,652	125,404,328	11,941,007	519,585,279	-	52,571,300	712,216,566	7.3094	760,094,300	94%

Personal Property by Category-Taxable Value

	Commercial	Industrial	Utility
2006	36,125,750	916,950	9,785,050
2007	36,017,505	715,400	9,844,350
2008	25,205,100	16,380,500	10,546,700
2009	23,557,300	11,015,500	10,653,400
2010	22,660,900	14,787,900	11,148,900
2011	20,533,200	11,240,900	8,127,700
2012	21,060,600	17,414,800	11,372,300
2013	21,446,800	15,224,553	11,376,500
2014	20,255,800	16,374,015	13,465,800
2015	22,260,400	16,523,600	13,787,300

**CHARTER TOWNSHIP OF DELHI
PROPERTY TAX RATES
DIRECT AND OVERLAPPING GOVERNMENTS
LAST TEN FISCAL YEARS
(PER \$1,000 OF ASSESSED VALUATION)**

Schedule 6
Unaudited

Fiscal Year Ended December 31	Delhi Charter Township						Overlapping Rates							Total Direct & Overlapping Rates
	Operating Millage	Fire/EMS Millage	Police Millage	Fire Equip & Training Millage	Debt Service Millage	Total Township Millage	Ingham County Millage	Ingham Intermediate School Millage	Lansing Community College Millage	State Education Tax	Holt School District			
										Operating Millage	Debt Service Millage	Total School Millage		
2006	4.3094	0.0000	0.0000	0.4846	0.5342	5.3282	13.1731	5.9881	3.8072	6.0000	0.0000	10.0000	10.0000	44.2966
2007	4.3094	0.0000	0.0000	0.4846	0.5124	5.3064	13.1538	5.9881	3.8072	6.0000	0.0000	10.0000	10.0000	44.2555
2008	4.3094	0.0000	0.0000	0.4846	0.5515	5.3455	14.1009	5.9881	3.8072	6.0000	0.0000	10.0000	10.0000	45.2417
2009	4.3094	0.0000	0.0000	0.5000	0.5945	5.4039	14.0811	5.9881	3.8072	6.0000	0.0000	10.0000	10.0000	45.2803
2010	4.3094	1.5000	1.5000	0.5000	0.0000	7.8094	14.0739	5.9881	3.8072	6.0000	0.0000	10.0000	10.0000	47.6786
2011	4.3094	1.5000	1.5000	0.5000	0.0000	7.8094	14.1133	5.9881	3.8072	6.0000	0.0000	10.0000	10.0000	47.7180
2012	4.3094	1.5000	1.5000	0.5000	0.0000	7.8094	14.7533	5.9881	3.8072	6.0000	0.0000	10.0000	10.0000	48.3580
2013	4.3094	1.5000	1.5000	0.5000	0.0000	7.8094	14.7633	5.9881	3.8072	6.0000	0.0000	10.0000	10.0000	48.3680
2014	4.3094	1.5000	1.5000	0.5000	0.0000	7.8094	15.2633	5.9881	3.8072	6.0000	0.0000	10.0000	10.0000	48.8680
2015	4.3094	1.5000	1.5000	0.0000	0.0000	7.3094	15.0933	5.9881	3.8072	6.0000	0.0000	10.0000	10.0000	48.1980

Non-homestead Holt school operating millage

2006	17.3171
2007	17.3171
2008	17.3171
2009	17.3171
2010	17.3171
2011	17.3171
2012	17.3171
2013	17.3171
2014	17.3171
2015	18.0000

Source: Township Assessing Department

**CHARTER TOWNSHIP OF DELHI
TOP TEN PRINCIPAL TAXPAYERS
CURRENT AND TEN YEARS AGO**

Schedule 7
Unaudited

Taypayer	2015			2006		
	State Equalized Value	Rank	Percentage of Total Twp SEV	State Equalized Value	Rank	Percentage of Total Twp SEV
Consumers Energy	\$ 11,759,500.00	1	1.5%	\$ 9,928,092	2	1.1%
RSDC of Michigan, LLC	10,956,500.00	2	1.4%	29,427,100	1	3.2%
Dart Container Corp of MI	7,439,800.00	3	1.0%	5,222,488	5	0.6%
Woodland Lakes Investment Group	6,795,700.00	4	0.9%	7,245,284	4	0.8%
Parker Hannifin Corp	5,485,500.00	5	0.7%	4,063,200	7	0.4%
Comcast	5,456,400.00	6	0.7%			0.0%
Bondarenko Ltd LLC	4,401,700.00	7	0.6%	4,531,431	6	0.5%
Theroux Development Co.	4,162,200.00	8	0.5%	3,296,242	9	0.4%
Aspen Lakes Estates II LLC	3,143,200.00	9	0.4%			
TMT Delhi LLC	2,968,000.00	10	0.4%			
Tailor Steel				8,654,600	3	1.0%
Stealth Medical Technologies				4,001,400	8	0.4%
Magna Interior Systems				2,831,500	10	0.3%

Source: Township Tax Data Base

**CHARTER TOWNSHIP OF DELHI
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS**

Schedule 8
Unaudited

Fiscal Year Ended December 31	Total Tax Levy for Fiscal Year	Collected with the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2006	\$ 3,843,446	\$ 3,829,154	99.6%	\$ 11,663	\$ 3,840,817	99.9%
2007	4,308,253	4,297,110	99.7%	9,777	4,306,887	100.0%
2008	4,436,174	4,422,146	99.7%	9,660	4,431,806	99.9%
2009	4,336,310	4,325,485	99.8%	6,358	4,331,842	99.9%
2010	5,872,671	5,852,639	99.7%	13,899	5,866,538	99.9%
2011	5,663,616	5,643,714	99.6%	14,626	5,658,340	99.9%
2012	5,614,077	5,594,097	99.6%	15,420	5,609,517	99.9%
2013	5,343,452	5,109,083	95.6%	9,574	5,118,657	95.8%
2014	5,430,658	5,244,671	96.6%	10,905	5,255,576	96.8%
2015	5,229,524	5,066,873	96.9%			

Ingham County reimburses the Township for all delinquent real property tax.

Source: Township Tax and Delinquent Personal Property Tax programs

CHARTER TOWNSHIP OF DELHI
RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS

Schedule 9
Unaudited

Fiscal Year	Governmental Activities				Business-type Activities				Total Primary Government	Percentage of Personal Income	Per Capita*
	General Obligation Debt	Special Assessment Bonds	General Assessment Payable	Installment Purchase Agreement	General Obligation Bonds	Special Assessment Bonds	Revenue Bonds	Notes Payable			
2006	\$ 2,597,430	\$ 160,964	\$ 194,410	\$ 433,379	\$ 7,287,570	\$ 596,036	\$ -	\$ 3,985,000	\$ 15,254,789	2.22%	593
2007	2,178,303	120,771	182,265	400,088	6,931,697	435,229	1,280,410	3,405,000	14,933,763	2.11%	576
2008	1,732,511	90,578	170,108	366,834	7,557,490	314,422	7,687,569	2,800,000	20,719,512	2.95%	795
2009	1,254,220	60,386	157,959	333,501	7,123,696	209,614	9,305,624	2,160,000	20,605,000	2.85%	790
2010	734,266	30,193	2,109,291	300,168	6,669,563	104,807	10,084,919	1,480,000	21,513,207	3.00%	834
2011	711,789	-	1,987,532	266,834	6,316,448	-	11,179,870	765,000	21,227,473	3.08%	829
2012	653,514	-	1,961,961	233,500	5,871,128	-	16,033,333	-	24,753,436	3.36%	959
2013	1,794,407	-	1,835,140	200,166	5,413,630	-	15,507,997	-	24,751,340	3.20%	953
2014	1,641,752	-	2,504,894	166,833	4,970,295	-	14,955,000	-	24,238,774	3.21%	934
2015	1,478,490	-	2,336,148	133,500	4,470,287	-	14,145,000	-	22,563,425	2.91%	867

* Based on population estimates.

See Schedule 13 for Demographic and Economic Statistics for personal income and population data.

CHARTER TOWNSHIP OF DELHI
RATIOS OF GENERAL BONDED DEBT OUTSTANDING
LAST TEN FISCAL YEARS

Schedule 10
Unaudited

Fiscal Year	GOVERNMENTAL ACTIVITIES		BUSINESS-TYPE ACTIVITIES			Total Primary Government	Total Bonded Debt as a Percentage of Taxable Value ¹	Total Governmental Activities G.O. Debt Per Capita ²	Per Capita Income
	General Obligation	Special Assessment	General Obligation	Revenue	Special Assessment				
	Debt	Bonds	Bonds	Bonds	Bonds				
2006	\$ 2,597,430	\$ 160,964	\$ 7,287,570	\$ -	\$ 596,036	\$ 10,642,000	1.42%	100.90	\$ 26,717
2007	2,178,303	120,771	6,931,698	1,280,410	435,229	10,946,411	1.38%	84.02	27,256
2008	1,732,511	90,578	7,557,490	7,687,569	314,421	17,382,569	2.14%	66.46	26,935
2009	1,254,221	60,385	7,123,696	9,305,624	209,614	17,953,540	2.29%	48.09	27,768
2010	734,266	30,193	6,669,564	10,084,919	104,807	17,623,749	2.39%	28.38	27,768
2011	711,789	-	6,316,448	11,179,870	-	18,208,107	2.55%	27.79	26,912
2012	653,514	-	5,871,128	16,033,333	-	22,557,975	3.26%	25.31	28,540
2013	1,794,407	-	5,413,630	15,507,997	-	22,716,034	3.31%	69.12	29,837
2014	1,641,752	-	4,970,295	14,955,000	-	21,567,047	3.10%	63.23	29,064
2015	1,478,490	-	4,470,287	14,145,000	-	20,093,777	2.82%	56.80	29,745

GOVERNMENTAL ACTIVITIES
GENERAL BONDED DEBT

Fiscal Year	General Obligation	Special Assessment	Total	General Bonded Debt as a Percentage of Taxable Value ¹	General Bonded Debt Per Capita ²
	Bonds	Bonds			
2006	\$ 2,597,430	\$ 160,964	\$ 2,758,394	0.37%	107.15
2007	2,178,303	120,771	2,299,074	0.29%	88.68
2008	1,732,511	90,578	1,823,089	0.22%	69.93
2009	1,254,221	60,385	1,314,606	0.17%	50.41
2010	734,266	30,193	764,459	0.10%	29.54
2011	711,789	-	711,789	0.10%	27.79
2012	653,514	-	653,514	0.09%	25.31
2013	1,794,407	-	1,794,407	0.26%	69.12
2014	1,641,752	-	1,641,752	0.24%	63.23
2015	1,472,030	-	1,472,030	0.21%	56.56

Note: Details regarding the township's outstanding debt can be found in the notes to the financial statements.

¹ See Schedule 5, the Schedule of Assessed Value and Taxable Value of Property for property value data.

² See Schedule 13, the Schedule of Demographic and Economic Statistics for population data.

**CHARTER TOWNSHIP OF DELHI
COMPUTATION OF DIRECT AND OVERLAPPING DEBT
DECEMBER 31, 2015**

Schedule 11
Unaudited

Jurisdiction	Net General Bonded Debt Outstanding	Percent Applicable to Delhi	Amount Applicable to Delhi
Holt School District	\$ 70,762,665	83.68%	\$ 59,214,198
Mason School District	13,365,000	9.93%	1,327,145
Lansing School District	32,170,000	0.04%	12,868
Eaton Rapids School District	38,993,092	1.38%	538,105
Ingham County	30,459,188	9.84%	2,997,184
Ingham Intermediate School District	1,836,000	8.35%	153,306
Eaton Intermediate School District	740,000	0.28%	2,072
Lansing Community College	65,715,000	6.83%	4,488,335
Subtotal, overlapping debt			68,733,212
Delhi Charter Township direct debt	1,472,030	100.00%	1,472,030
Total direct and overlapping debt			<u>\$ 70,205,242</u>

Source: Municipal Advisory Council of Michigan (MAC)

The MAC obtains the taxable values of properties within the various taxing jurisdictions from the State of Michigan. The percentage applicable to Delhi Township is calculated by dividing the taxable value of Delhi Township taxpayers in that jurisdiction by the total taxable value of the jurisdiction.

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the township. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of Delhi Charter Township. This process recognizes that, when considering the government's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

**CHARTER TOWNSHIP OF DELHI
LEGAL DEBT MARGIN INFORMATION
LAST TEN FISCAL YEARS**

Schedule 12
Unaudited

	Fiscal Year									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Debt limit	\$ 86,776,175	\$ 89,012,479	\$ 90,305,100	\$ 83,584,365	\$ 77,184,731	\$ 75,707,465	\$ 71,302,823	\$ 71,936,018	\$ 73,423,610	\$ 76,789,658
Total net debt applicable to limit	18,772,865	17,079,653	25,284,342	22,991,615	22,629,459	20,614,366	18,250,046	17,697,318	16,668,880	14,629,513
Legal debt margin	68,003,310	71,932,826	65,020,758	60,592,750	54,555,272	55,093,099	53,052,777	54,238,700	56,754,730	62,160,145
Total net debt applicable to the limit as a percentage of debt limit	21.63%	19.19%	28.00%	27.51%	29.32%	27.23%	25.60%	24.60%	22.70%	19.05%

Legal Debt Margin Calculation for Fiscal Year 2015

2015 State Equalized Valuation (SEV)	767,896,575
	x 10%
Legal Debt Limit (10% of SEV)	<u>76,789,658</u>
Direct General Obligation Debt	\$ 28,780,973
Less:	
Capital Lease	(6,460)
Revenue Bonds	<u>(14,145,000)</u>
Net Direct Debt	<u>14,629,513</u>
Debt Limit Margin	<u><u>\$ 62,160,145</u></u>

**CHARTER TOWNSHIP OF DELHI
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS**

Schedule 13
Unaudited

Fiscal Year	Population (estimated) ¹	Estimated Total Personal Income for Township Residents (amounts expressed in thousands)	Per Capita Personal Income ¹	Median Age ¹	School Enrollment ²	Unemployment Rate ³
2006	25,743	\$ 687,776	\$ 26,717	36.7	6,005	3.8%
2007	25,925	706,612	27,256	36.7	5,998	3.9%
2008	26,070	702,195	26,935	36.7	5,973	5.0%
2009	26,078	724,134	27,768	38.5	5,862	7.4%
2010	25,877	718,553	27,768	37.2	5,862	6.8%
2011	25,610	689,216	26,912	37.7	5,892	5.8%
2012	25,817	736,817	28,540	38.2	5,781	5.6%
2013	25,959	774,539	29,837	38.9	5,743	4.7%
2014	25,964	754,618	29,064	39.5	5,687	6.4%
2015	26,028	774,203	29,745	38.9	5,625	2.5%

Data Sources:

¹ U.S. Census Bureau and estimated by current trends

² Holt Public Schools

³ State of Michigan: Department of Energy, Labor, and Economic Growth

**CHARTER TOWNSHIP OF DELHI
PRINCIPAL EMPLOYERS
CURRENT YEAR AND PREVIOUS EIGHT YEARS**

Schedule 14
Unaudited

Employer	2015			2014			2013		
	Approx No. Employed	Rank	% of Total Employment	Approx No. Employed	Rank	% of Total Employment	Approx No. Employed	Rank	% of Total Employment
Holt Public Schools	750	1	n/a	800	1	5%	800	1	5%
Dakkota Integrated Interiors	300	2	n/a	300	2	2%	300	2	2%
Orchid Stealth	243	3	n/a	243	3	1%	223	4	1%
RSDC of Michigan, LLC	236	4	n/a	241	4	1%	237	3	1%
Granger Construction	203	5	n/a	208	5	1%	167	5	1%
Kroger	156	6	n/a	156	6	1%	145	7	1%
Magna Powertrain (MPT)	150	7	n/a	150	7	1%	150	6	1%
Holt Senior Care	120	8	n/a	120	8	1%	120	9	1%
Block Imaging	111	9	n/a						
Two Men & a Truck	110	10	n/a	110	9	1%	88	10	1%
Keller Williams Real Estate				108	10	1%			
William Reichenbach Construction							140	8	1%

Employer	2012			2011			2010		
	Approx No. Employed	Rank	% of Total Employment	Approx No. Employed	Rank	% of Total Employment	Approx No. Employed	Rank	% of Total Employment
Holt Public Schools	830	1	5%	850	1	5%	850	1	5%
Dakkota Integrated Interiors	293	2	2%	361	2	2%	261	2	2%
RSDC of Michigan, LLC	200	3	1%	175	4	1%	171	4	1%
Orchid Stealth	190	4	1%	153	5	1%	117	8	1%
Granger Construction	152	5	1%	197	3	1%	172	3	1%
Kroger	145	6	1%	130	7	1%	130	5	1%
Magna Powertrain (MPT)	135	7	1%	150	6	1%	125	6	1%
Holt Senior Care	123	8	1%	123	8	1%	120	7	1%
Lansing Christian School	100	9	1%	100	9	1%	100	9	1%
Block Imaging	80	10	0.5%						
Delhi Charter Township				79	10	0.5%	73	10	0.4%

Employer	2009			2008			2007		
	Approx No. Employed	Rank	% of Total Employment	Approx No. Employed	Rank	% of Total Employment	Approx No. Employed	Rank	% of Total Employment
Holt Public Schools	850	1	5%	850	1	n/a	855	1	n/a
Dakkota Integrated Interiors	249	2	1%	537	2	n/a	167	4	n/a
Granger Construction	170	3	1%	170	3	n/a	271	3	n/a
RSDC of Michigan, LLC	164	4	1%				300	2	n/a
Orchid Stealth	115	5	1%	153	4	n/a	150	5	n/a
Holt Senior Care	110	6	1%						
Kroger	105	7	1%	100	8	n/a			
Lansing Christian School	100	8	1%				80	8	n/a
Davenport Masonry	97	9	1%	65	10	n/a			
Delhi Charter Township	84	10	0.5%	134	5	n/a	104	6	n/a
Shiffer Mason Contractors				125	6	n/a			
Martin Luther Holt Home				108	7	n/a			
Parker Hannifin Corp				90	9	n/a	97	7	n/a
Molded Plastics							97	7	n/a
Dart Container							65	9	n/a
Holt Products							43	10	n/a

Source: Phone calls
Total Township employment from American Factfinder estimates

CHARTER TOWNSHIP OF DELHI
FULL-TIME EQUIVALENT TOWNSHIP GOVERNMENT EMPLOYEES BY FUNCTION
LAST TEN FISCAL YEARS

Schedule 15
Unaudited

Function	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
General government	20.10	19.94	19.32	17.82	17.82	18.17	16.17	16.25	16.30	16.00
Public Safety										
Police										
Officers *	21.00	21.00	21.00	21.00	18.00	19.00	19.00	19.00	19.00	19.00
Civilians *	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50
Fire										
Firefighters and officers	17.66	17.66	18.31	18.81	17.96	17.96	19.00	20.30	22.00	21.50
Civilians	1.50	1.50	1.80	1.80	1.80	1.80	1.00	1.00	1.00	1.00
Public Works	28.84	29.60	26.60	26.30	22.55	23.80	25.10	25.10	25.10	24.10
Community Development	7.50	7.50	7.85	6.80	6.80	6.00	6.00	6.00	6.00	6.50
Recreation and Culture	5.50	5.80	5.80	5.80	5.80	9.43	9.32	10.50	11.80	11.90
Total	103.60	104.50	102.18	99.83	92.23	97.66	97.09	99.65	102.70	101.50

Source: Townships Budget Documents

* These positions are employees of Ingham County. The Township contracts with Ingham County for police protection.

**CHARTER TOWNSHIP OF DELHI
OPERATING INDICATORS BY FUNCTION
LAST TEN FISCAL YEARS**

Schedule 16
Unaudited

Function	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Fire										
Number of Calls	2,065	2,122	2,287	2,182	2,324	2,410	2,577	2,672	3,040	3,342
Inspections	836	1,004	1,000	375	1,129	826	800	613	273	13
Burning/Recreational Permits	2,171	2,069	1,288	356	317	271	220	286	402	289
Police										
Number of Traffic Accidents	741	969	842	669	507	288	455	411	549	566
Number of Written Complaints	4,683	4,729	4,621	4,667	4,125	4,044	2,535	2,605	2,511	2,887
Number of Miles Driven	187,916	153,791	150,075	146,832	115,671	113,913	117,023	126,542	127,890	130,344
Vehicle Stops	5,429	7,849	8,041	8,754	5,869	5,867	5,512	5,432	5,911	5,479
Accounting										
Number of W-2's processed	356	314	362	300	303	225	273	180	273	245
Number of payroll checks processed	2,614	2,346	2,353	1,932	1,459	1,189	1,442	1,179	1,100	995
Number of payroll direct deposits	n/a	n/a	1,463	1,685	2,063	2,085	2,038	2,250	2,571	2,190
Number of purchase orders processed	873	795	734	593	458	432	444	435	457	441
Number of accounts payable checks processed	2,830	2,881	2,767	2,585	2,156	2,283	2,376	2,165	2,149	2,069
Number of accounts payable ACHs sent			39	40	224	513	482	476	527	606
Assessing										
Number of Field Inspections	2,485	899	1,381	364	679	1,188	464	499	663	275
Clerk's Office										
Number of FOIA requests	56	65	37	29	37	26	85	44	30	32
Number of web site visitors	87,062	NA	160,803	169,404	162,009	161,755	188,699	181,666	213,665	205,542
Number of Facebook likes	NA	NA	NA	NA	655	761	972	1,229	1,398	1,847
Number of Twitter followers	NA	NA	NA	NA	601	782	1,080	1,258	1,386	1,597
Number of notorized items	100+	100+	150+	200+	200+	300	300	350	350	400
Elections										
Number of Registered Voters	16,723	17,016	17,929	17,542	17,425	17,891	18,572	18,602	18,401	18,930
Number of Permanent Absentee Voters	1,766	2,010	2,294	2,206	2,584	2,490	2,819	2,648	2,951	2,965
Treasurer's Office										
Monthly Average No. of Sewer Bills mailed	7,150	7,157	7,195	7,257	7,225	7,087	7,043	6,922	6,758	6,697
Monthly Average No. of Sewer Bills Emailed	-	-	-	-	-	116	208	342	548	655
Number of Tax Bills-Two billings/year beg, 2003	19,875	20,110	20,278	20,382	20,494	20,412	20,743	21,181	20,715	20,697
Recreation and Culture										
Number of Athletic Teams	290	231	259	254	248	282	293	260	245	248
Number of Sr. Citizens Trips	8	9	8	8	11	11	10	10	-	-
Wastewater										
Average daily sewage treatment (millions of gallons per day)	3.00	2.45	2.54	2.68	2.15	2.35	2.10	2.32	2.20	2.13
Community Development										
Permits Issued	1,526	1,629	986	1,194	1,229	1,207	1,180	1,166	1,427	1,992
Code Enforcement Complaints	592	585	530	563	583	579	422	499	523	732

Source: Various Township Departments

**CHARTER TOWNSHIP OF DELHI
CAPITAL ASSET STATISTICS BY FUNCTION
LAST TEN FISCAL YEARS**

Schedule 17
Unaudited

Function	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Public Safety										
Fire Stations	2	2	2	2	2	2	2	2	2	2
Recreation and Culture										
Parks Acreage	110	120	120	120	120	120	120	120	124	124
Parks	9	9	9	9	9	9	9	9	11	11
Senior Center	1	1	1	1	1	1	1	1	1	1
Buildings	2	2	2	2	2	2	2	2	2	2
Tennis Courts	8	8	8	8	8	8	8	8	8	8
Sewer										
Sanitary Sewers (miles)	122.63	124.44	124.43	124.54	124.54	124.54	125.62	125.64	125.81	125.81
Maximum daily treatment capacity (millions of gallons)	4	4	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5
General Government										
Cemeteries	3	3	3	3	3	3	3	3	3	3
Community Service Center	1	1	1	1	1	1	1	1	1	1

**CHARTER TOWNSHIP OF DELHI
DOWNTOWN DEVELOPMENT AUTHORITY HISTORICAL INFORMATION
LAST TEN FISCAL YEARS
(Modified Accrual Basis of Accounting)**

Schedule 18
Unaudited

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Taxable Value-Ad Valorem	\$ 208,725,517	\$ 224,269,239	\$ 238,602,015	\$ 227,057,132	\$ 214,579,630	\$ 221,574,763	\$ 206,199,563	\$ 209,406,132	\$ 209,156,252	\$ 211,844,001
Base Value	48,603,975	48,663,625	48,650,975	48,650,975	48,650,975	48,650,975	48,650,975	48,650,975	48,650,975	48,663,625
Captured Value	160,121,542	175,605,614	189,951,040	178,406,157	165,928,655	172,923,788	157,548,588	160,755,157	160,505,277	163,180,376
*Revenue shared with Township	136,746	154,344	168,833	176,761	169,826	316,446	304,938	275,632	276,671	284,264
*Revenue shared with other entities	507,179	608,850	665,869	735,201	705,432	1,079,582	1,270,429	1,188,895	782,377	1,259,201
Revenues										
Tax Revenue	\$ 2,940,331	\$ 3,481,027	\$ 3,401,772	\$ 3,624,633	\$ 3,440,887	\$ 2,433,722	\$ 2,226,781	\$ 2,207,667	\$ 2,247,120	\$ 2,357,679
Other	208,910	332,307	269,444	108,921	45,128	232,818	47,358	51,922	45,108	52,207
Total Revenue	3,149,241	3,813,334	3,671,216	3,733,554	3,486,015	2,666,540	2,274,139	2,259,589	2,292,228	2,409,886
Expenditures										
Community & Economic Development	926,712	1,884,356	3,986,582	1,576,478	4,297,057	1,216,214	985,280	586,009	558,820	466,104
Debt Service	118,064	116,551	120,039	118,388	107,236	89,325	133,943	136,505	162,032	163,488
Capital Outlay	595,350	821,227	11,367,077	1,964,396	14,150	-	11,298	20,397	150,826	69,649
Total Expenditures	1,640,126	2,822,134	15,473,698	3,659,262	4,418,443	1,305,539	1,130,521	742,911	871,678	699,241
Other Financing Sources (uses)										
Sale of Capital Assets	-	-	-	-	-	-	-	77,454	-	-
Land Contract	-	-	-	-	-	-	-	-	75,000	-
Bond Proceeds	-	-	8,995,149	-	2,540,000	-	-	-	-	-
Transfers Out to Debt Service Funds	(366,248)	(333,386)	(448,709)	(1,084,832)	(1,034,238)	(1,254,338)	(1,266,236)	(1,283,286)	(1,292,238)	(1,296,639)
Total other financing sources (uses)	(366,248)	(333,386)	8,546,440	(1,084,832)	1,505,762	(1,254,338)	(1,266,236)	(1,205,832)	(1,217,238)	(1,296,639)
Change in net position	1,142,867	657,814	(3,256,042)	(1,010,540)	573,334	106,663	(122,618)	310,846	203,312	414,006
Fund Balance										
Beginning of the year	2,835,728	3,978,595	4,636,409	1,380,367	369,827	943,161	1,049,824	927,206	1,238,052	1,441,364
End of the year	\$ 3,978,595	\$ 4,636,409	\$ 1,380,367	\$ 369,827	\$ 943,161	\$ 1,049,824	\$ 927,206	\$ 1,238,052	\$ 1,441,364	\$ 1,855,370

*DDA Revenue Sharing Agreement: DDA returns a percentage of captured revenue as follows - 2005 - 2010 = 20%; 2011 - 2015 = 40%; 2016 - 2020 = 60%; 2021 - 2024 = 75%

Recommended Motion:

To approve the Consent Agenda as presented.

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON MAY 4, 2016**

The members of the Delhi Charter Township Committee of the Whole met on Wednesday, May 4, 2016 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, MI. Clerk Hope called the meeting to order at 6:30 p.m.

Members Present: Clerk Evan Hope, Treasurer Roy Sweet, Trustees John Hayhoe, Megan Ketchum, DiAnne Warfield

Members Absent: Supervisor C.J. Davis, Trustees Jon Harmon, John Hayhoe

BUSINESS

CAPITAL AREA DISTRICT LIBRARY HOLT/DELHI BRANCH ANNUAL REPORT

Paulina Poplawska, Capital Area District Library, Holt/Delhi Head Librarian and Maureen Hirten, Capital Area District Library Executive Director, gave the 2015 Capital Area District Library Holt/Delhi Branch Annual Report.

DEPARTMENT OF PUBLIC SERVICES – MARCH ACTIVITY REPORT

The Board reviewed the March Department of Public Services March Activity Report (ATTACHMENT I).

PUBLIC COMMENT – None

ADJOURNMENT

Meeting adjourned at 6:55 p.m.

Date: May 17, 2016

Evan Hope, Township Clerk

Date: May 17, 2016

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 4, 2016**

Delhi Charter Township Board of Trustees met in a regular meeting on Wednesday, May 4, 2016 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Clerk Hope called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Clerk Evan Hope, Treasurer Roy Sweet, Trustees Jon Harmon, John Hayhoe, Megan Ketchum, DiAnne Warfield

Members Absent: Supervisor C.J. Davis

APPOINT CHAIRPERSON PRO-TEM

Hope moved to appoint Trustee Harmon as Chairperson Pro-Tem.

A Voice Poll was recorded as follows: All Ayes

Absent: Davis

MOTION CARRIED

COMMENTS FROM THE PUBLIC – Billie Jo O’Berry introduced herself to the Board. Ms. O’Berry is a candidate for Ingham County Prosecutor.

CONSENT AGENDA

- A. Approval of Minutes – Committee Meeting of April 19, 2016
- B. Approval of Minutes – Regular Meeting of April 19, 2016
- C. Approval of Claims – April 26, 2016 (ATTACHMENT I)
- D. Approval of Payroll – April 21, 2016 (ATTACHMENT II)

Warfield moved to approve the Consent Agenda as presented.

A Roll Call Vote was recorded as follows:

Ayes: Hope, Ketchum, Sweet, Warfield, Harmon, Hayhoe

Absent: Davis

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 4, 2016**

NEW BUSINESS

HONEYWELL LETTER OF INTENT

The Board reviewed a memorandum dated April 29, 2016 from Twp. Mgr. Elsinga (ATTACHMENT III).

Hayhoe moved to approve the Letter of Intent regarding the Delhi Charter Township/Honeywell International, Inc. energy savings project at a cost not to exceed \$48,500.

A Roll Call Vote was recorded as follows:

Ayes: Ketchum, Sweet, Warfield, Harmon, Hayhoe, Hope

Absent: Davis

MOTION CARRIED

RESOLUTION NO. 2016-005 – SUPPORT OF THE QUALIFIED ENERGY CONSERVATION BOND (QECB)

The Board reviewed a memorandum dated April 28, 2016 from Twp. Mgr. Elsinga (ATTACHMENT IV).

Warfield moved to adopt Resolution No. 2016-005 which supports the Qualified Energy Conservation Bond (QECB) allocation request by Delhi Charter Township.

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Warfield, Harmon, Hayhoe, Hope, Ketchum

Absent: Davis

MOTION CARRIED

RESOLUTION NO. 2016-007 – SET PUBLIC HEARING – ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT – ENGLISH MEADOWS SUBDIVISION

The Board reviewed a memorandum dated April 28, 2016 from Twp. Mgr. Elsinga (ATTACHMENT V).

Warfield moved to adopt Resolution No. 2016-007, which is the fourth of five resolutions which creates a special assessment district and roll for road improvements for English Meadows Subdivision and sets a public hearing for May 17, 2016 at 7:45 p.m. to hear objections to the same.

A Roll Call Vote was recorded as follows:

Ayes: Harmon, Hayhoe, Hope, Ketchum, Sweet, Warfield

Absent: Davis

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 4, 2016**

**TAX SHARING AGREEMENT BETWEEN THE DELHI CHARTER TOWNSHIP DOWNTOWN
DEVELOPMENT AUTHORITY AND THE COUNTY OF INGHAM**

The Board reviewed a memorandum dated April 27, 2016 from Twp. Mgr. Elsinga (ATTACHMENT VI).

Hope moved to approve the Tax Sharing Agreement between the Delhi Charter Township Downtown Development Authority and the County of Ingham, which provides for a sharing of captured tax increment revenues.

A Roll Call Vote was recorded as follows:

Ayes: Hayhoe, Hope, Ketchum, Sweet, Warfield, Harmon

Absent: Davis

MOTION CARRIED

REPORTS

TREASURER

Treasurer Sweet reported that his office received State Revenue sharing for the January/February 2016 period in the amount of \$311,000; of that \$11,414 is from the City, Village and Township Revenue Sharing (CVTRS). The Constitutional Revenue Sharing was \$299,588 which is a decrease of \$27,394 over the November/December 2015 period and an increase from the January/February 2015 period of \$2,181.

CLERK

Clerk Hope reported on the May 3, 2016 Special Election for the Mason, Lansing and Eaton Rapids School Districts. The precincts were consolidated into one with 1,500 voters participating at the polls; additionally, 154 voters cast absent voter ballots.

PUBLIC HEARING – 7:45 P.M.

**APPLICATION OF PROPOSED BROWNFIELD REDEVELOPMENT PLAN NO. 6 (4136 AND
4184 WILLOUGHBY ROAD)**

Hope moved to open the Public Hearing on the Application of Proposed Brownfield Redevelopment Plan No. 6 (4136 and 4184 Willoughby Road).

A Voice Poll was recorded as follows: All Ayes

Absent: Davis

MOTION CARRIED

Attorney Charles E. Barbieri, Foster Swift Collins & Smith PC, stated that this plan provides for the redevelopment of property located at 4136 and 4184 Willoughby Road which is an abandoned former gravel mining and cement manufacturing facility. The project would result in a redevelopment that will require some cleanup of soil and groundwater contamination.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 4, 2016**

Attorney Barbieri stated that the Plan as drafted provides a preliminary evaluation of proposed eligible activities that the Developer would like to have reimbursed through tax increment financing under Michigan's Brownfield Statute and the potential tax increments that are currently expected to be realized and recaptured for the redevelopment. The Plan, if adopted and implemented, would not only reimburse the Developer for eligible cost but also the Township and its Brownfield Redevelopment Authority to cover administrative expenses and reap the benefit of tax recapture after eligible activities have been reimbursed for deposit into the Brownfield Redevelopment Authority to cover eligible activities for other potential Brownfield projects in the future.

Attorney Barbieri further stated that the Developer only seeks to recapture incremental taxes from the local taxing sources which is significant as this development will provide substantial revenues to benefit the local school system.

Scott Wieland, Wieland Construction, gave an overview of the proposed Willoughby Estates project.

Trustee Hayhoe questioned the use of the lake that is situated on this parcel. It was stated that the lake will be surrounded by an ornamental fence that will prohibit anyone from using the lake.

Trustee Hayhoe questioned what types of items were found buried on these parcels. It was stated that the items were predominantly metals. Nothing was found that could come into indoor air space.

It was stated that all three parcels qualify under the Brownfield Plan. Two of the parcels have physical addresses, one does not. There is substantial concrete and fill on these parcels. A cap and fill grade of various types will be placed on these parcels.

Trustee Ketchum questioned if the fill would affect any of the drainage in the area. Mr. Wieland answered in the negative.

Clerk Hope mentioned that it is nice to see contaminated and vacant parcels have a chance to be cleaned up and hopefully put to the use of residential developments.

There were no comments from the public.

Motion to close Public Hearing – 8:08 p.m.

Hope moved to close the public hearing.

A Voice Poll was recorded as follows: All Ayes

Absent: Davis

MOTION CARRIED

**RESOLUTION NO. 2016-006 – APPROVE BROWNFIELD PLAN NO. 6 FOR 4136 AND 4184
WILLOUGHBY ROAD**

The Board reviewed a memorandum dated April 26, 2016 from Twp. Mgr. Elsinga (ATTACHMENT VII).

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MAY 4, 2016**

Hayhoe moved to adopt Resolution No. 2016-006 which approves Brownfield Plan No. 6 for 4136 and 4184 Willoughby Road for the Charter Township of Delhi pursuant to and in accordance with the provisions of Act 381 of the Public Acts of the State of Michigan of 1996, as amended.

A Roll Call Vote was recorded as follows:

Ayes: Hope, Ketchum, Sweet, Warfield, Harmon, Hayhoe

Absent: Davis

MOTION CARRIED

REPORTS Cont'd

TRUSTEES

Trustee Hayhoe stated that he would be interested in serving on the Board of Water & Light Board as a Non-Voting Advisory Member (this topic was discussed at the April 5, 2016 Board of Trustees meeting).

TOWNSHIP MANAGER

Twp. Mgr. Elsinga reminded the Board of the Goals and Objectives meetings for the 2017 Budget.

Twp. Mgr. Elsinga commented on the funding of the trail head/park at the south entrance of the Township. The DDA is applying for a DNR Grant for up to \$300,000. Another source of funding could be with the sale of the two Township cell towers for approximately \$500,000 (\$250,000 each).

Twp. Mgr. Elsinga reported on the property located at 4410 Holt Road which is currently for sale. Howard Haas, DDA Executive Director suggested the possibility of the DDA and the Township purchasing the property for future public purposes.

LIMITED PUBLIC COMMENTS – None

ADJOURNMENT

Meeting adjourned at 8:20 p.m.

Date: May 17, 2016

Evan Hope, Township Clerk

Date: May 17, 2016

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

ACCOUNTS PAYABLE APPROVAL

May 10, 2016

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated May 10, 2016 numbered 91285 thru 91345 & ACH 4187 thru 4217. Every invoice has a payment authorizing signature(s).

Dated: May 10, 2016

Lora Behnke, Accounting Clerk

II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated May 10, 2016 show payments made from the following funds:

General Fund	\$	78,005.78
Fire Fund		5,867.97
Police Fund		1,700.00
Fire Equip. & Apparatus Fund		544.45
Downtown Development Fund		13,041.44
Sewer Fund		103,755.99
Local Site Remediation Fund		3,155.00
Trust & Agency Fund		3,197.67
Grand Total	\$	<u>209,268.30</u>

Includes the following to be reimbursed from separate bank accounts:

Employee Flexible Spending Acct \$ 778.00

Farmer's Market Account \$ 4,109.00

Dated: May 10, 2016

John B. Elsinga, Township Manager

III. Approval for Distribution: I have reviewed the above checks and invoices and all of them should be distributed. All invoices over \$10,000.00 have been approved by general policy or previous motions of the board. (\$19,162.59 Fisher Scientific for Annual Lab Supplies, 4/5/16, \$22,750.00 Maner Costerisan for 2015 Annual Audit, 7/21/15, \$12,013.24 Thrun Law Firm for April Legal Fees, **To Be Approved By Consent**)

Dated: May 10, 2016

John B. Elsinga, Township Manager

Evan Hope, Township Clerk

Roy W. Sweet, Treasurer

IV Board Audit and Approval: At a regular meeting of the Township Board held on May 17, 2016 a motion was made by _____ and passed by ____ yes votes and ____ no votes (____ absent) that the list of claims dated May 10, 2016, was reviewed, audited and approved

Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
 EXP CHECK RUN DATES 04/27/2016 - 05/10/2016

Vendor	Invoice Line Desc	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
CHRIS JOHNS	REFUND FOR YOUTH VOLLEYBALL	25.00
TERRI STONG	REFUND FOR SOFTBALL	25.00
	Total For Dept 000.00	50.00
Dept 171.00 MANAGER		
ADP SCREENING & SELECTIONSER	SUBSCRIPTION/BACKGROUND CHECKS	30.11
ICMA	2016 MEMBERSHIP/ELSINGA	829.42
MICHIGAN LOCAL GOVERNMENT	2016 MLGMA MEMBERSHIP/ELSINGA	110.00
BANK OF AMERICA	PARKING/ELSINGA	3.00
BANK OF AMERICA	MEDC CONFERENCE/ELSINGA	95.00
	Total For Dept 171.00 MANAGER	1,067.53
Dept 191.00 ACCOUNTING		
MANER COSTERISAN	AUDIT FEES 2015	7,280.00
	Total For Dept 191.00 ACCOUNTING	7,280.00
Dept 228.00 INFORMATION TECHNOLOGY		
DELHI CHARTER TOWNSHIP-I.T.	HP TONER CARTRIDGE	45.99
DELHI CHARTER TOWNSHIP-I.T.	HP INK CARTRIDGE & YELLOW INK	143.76
DELHI CHARTER TOWNSHIP-I.T.	DELL SOUND BAR/KANGAS	22.50
DELHI CHARTER TOWNSHIP-I.T.	HIGH YIELD TONER/FINCH	40.99
ACD.NET, INC.	ACD FIBER MONTHLY	616.00
APPLICATION SPECIALIST KO	REPAIR LAPTOP/FIRE DEPT	255.33
BS&A SOFTWARE	PERMIT APPLICATION SUBMISSION	110.00
BS&A SOFTWARE	HUMAN RESOURCE SYSTEM	1,595.00
BS&A SOFTWARE	MISCELLANEOUS RECEIVABLES SYST	1,264.00
BS&A SOFTWARE	SPECIAL ASSESSMENT SYSTEM	1,035.00
BS&A SOFTWARE	TIME SHEETS SYSTEM	1,092.00
	Total For Dept 228.00 INFORMATION TECHNOLOGY	6,220.57
Dept 253.00 TREASURERS		
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	193.25
BANK OF AMERICA	APT US&C CONFERENCE/TEBEAU	320.00
	Total For Dept 253.00 TREASURERS	513.25
Dept 257.00 ASSESSING		
LANSING ICE & FUEL CO	GASOLINE 4/16-30/2016	37.64
BANK OF AMERICA	CARDSTOCK PAPER/RE-INSPECTION	35.98
THRUN LAW FIRM, P.C.	LEGAL FEES APRIL	4,032.40
DELTA CHARTER TOWNSHIP	ASSESSING FEES MAY	2,000.00
BANK OF AMERICA	TOWNSHIP LOGO APPAREL & SHIPPING	402.92
BANK OF AMERICA	MAA LODGING DEPOSIT/E. TOBIAS	252.62
	Total For Dept 257.00 ASSESSING	6,761.56

Dept 262.00 ELECTIONS		
BANK OF AMERICA	CREDIT - ENVELOPES	(15.00)
	Total For Dept 262.00 ELECTIONS	(15.00)
Dept 265.00 BUILDING & GROUNDS		
LANSING ICE & FUEL CO	GASOLINE 4/16-30/2016	169.09
MODEL COVERALL SERVICE	UNIFORMS/POWERS	13.69
LANSING SANITARY SUPPLY	2 CASE OF 4 GALLONS LIQUID HAND	70.46
MICHIGAN COMPANY	CASE OF CENTER PULL PAPER TOWEL	1,073.50
MICHIGAN COMPANY	CASE OF FLOOR CLEANER	84.76
MICHIGAN COMPANY	KITCHEN ROLL PAPER TOWEL	252.70
MICHIGAN COMPANY	DELIVERY CHARGE	10.75
THE PARTS PLACE	CREDIT	(14.30)
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/CSC	975.00
METRONET LONG DISTANCE	LONG DISTANCE APRIL	25.78
TDS METROCOM	LOCAL SERVICE APRIL	1,102.27
CONSUMERS ENERGY	ELECTRIC 4149 WILLOUGHBY	32.95
CONSUMERS ENERGY	ELECTRIC 2004 AURELIUS	120.11
CONSUMERS ENERGY	ELECTRIC-2074 AURELIUS	5,918.16
CONSUMERS ENERGY	GAS-2074 AURELIUS	1,167.76
SIEMENS INDUSTRY, INC.	LABOR HP #1/CSC	1,089.00
ACE HARDWARE	2 WATCH/ELEC BATTERIES/ICSD	9.98
ACE HARDWARE	1 WATCH/ELEC BATTERY/2 MISC. MDSE	5.37
MARK'S LOCK SHOP, INC	6 KEYS	30.00
BANK OF AMERICA	LAB SERVICES LIVE ROOF TESTING	54.00
BANK OF AMERICA	2 LIVE ROOF FERTILIZERS/SENIOR CENT	94.50
HAMMOND FARMS SOUTH	24 YARDS PRO SOIL	330.00
HAMMOND FARMS SOUTH	DELIVERY CHARGE	104.00
HAMMOND FARMS SOUTH	4 BAGS 50 LBS GRADE A GRASS SEED	447.00
HAMMOND FARMS SOUTH	10 BAGS HYDROMULCH COVER GROW	212.50
ADP SCREENING & SELECTION	SUBSCRIPTION/BACKGROUND CHECKS	508.39
BANK OF AMERICA	FLAGS & SHIPPING/TWP BLDGS	551.10
MAYOTTE GROUP ARCHITECTS	CSC ROOF PROJECT	2,127.50
	Total For Dept 265.00 BUILDING & GROUNDS	16,566.02
Dept 281.00 STORMWATER		
IDEXX DISTRIBUTION, INC.	BULK SAMPLING SUPPLIES	3,076.21
IDEXX DISTRIBUTION, INC.	SHIPPING	124.97
HTA COMPANIES, INC.	STREET SWEEPING	4,070.00
	Total For Dept 281.00 STORMWATER	7,271.18
Dept 446.00 INFRASTRUCTURE		
CONSUMERS ENERGY	STREETLIGHTS ACCT#6730	18,628.64
CONSUMERS ENERGY	STREETLIGHTS ACCT#7043	79.42
CONSUMERS ENERGY	LIGHTING 3970 HOLT	129.82
CONSUMERS ENERGY	LIGHTING 4115 HOLT	211.46
CONSUMERS ENERGY	LIGHTING 2228 AURELIUS	141.81
CONSUMERS ENERGY	LIGHTING 2116 CEDAR	325.57
	Total For Dept 446.00 INFRASTRUCTURE	19,516.72

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		
LANSING ICE & FUEL CO	GASOLINE 4/16-30/2016	108.53
THRUN LAW FIRM, P.C.	LEGAL FEES APRIL	2,793.60
BANK OF AMERICA	CEDAR ST COMMITTEE MTG & LUNCH	56.10
METRONET LONG DISTANCE	LONG DISTANCE APRIL	14.37
VERIZON WIRELESS	CELLULAR APRIL	14.97
TDS METROCOM	LOCAL SERVICE APRIL	55.94
THE PARTS PLACE	WIPER BLADE/#56	10.45
THE PARTS PLACE	CREDIT	(0.95)
WOLVERINE ENGINEERS	EARL LONG TOPO SURVEY	1,207.15
Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		4,260.16

Dept 752.00 PARKS ADMINISTRATION		
METRONET LONG DISTANCE	LONG DISTANCE APRIL	0.61
VERIZON WIRELESS	CELLULAR APRIL	0.83
TDS METROCOM	LOCAL SERVICE APRIL	98.11
Total For Dept 752.00 PARKS ADMINISTRATION		99.55

Dept 771.00 PARKS		
LANSING ICE & FUEL CO	GASOLINE 4/16-30/2016	249.15
MODEL COVERALL SERVICE	UNIFORM PANTS	23.36
BANK OF AMERICA	DOG WASTE BAGS & SHIPPING	747.89
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SENIOR CENTER	260.00
CONSUMERS ENERGY	ELECTRIC 1771 MAPLE	83.16
CONSUMERS ENERGY	ELECTRIC 2074 AURELIUS #PARK	869.02
CONSUMERS ENERGY	ELECTRIC 2108 CEDAR	1,130.58
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 2939	34.80
CONSUMERS ENERGY	ELECTRIC 1750 MAPLE	23.38
CONSUMERS ENERGY	ELECTRIC 2177 WEST BLVD	22.59
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 3200	200.80
CONSUMERS ENERGY	ELECTRIC 4080 KELLER	76.53
CONSUMERS ENERGY	GAS 2287 PINE TREE 2939	106.29
CONSUMERS ENERGY	GAS 2108 CEDAR	33.00
ACE HARDWARE	1 MISC. MDSE.	4.99
FERGUSON ENTERPRISES	PLUMBING SUPPLY/KIWANIS PARK	252.92
MENARDS LANSING SOUTH	(2) BAGS 8" BLACK TIES	39.92
ACE HARDWARE	8 BALES OF STRAW	31.92
D & G EQUIPMENT INC	PTO SWITCH/EXMARK	34.63
SUPERIOR SAW	EDGER BLADE SHARPEN	42.00
SPARTAN DISTRIBUTORS	2 PROXIMITY SWITCH ASM & FREIGHT	165.06
THE PARTS PLACE	2 WIPER BLADES	12.38
THE PARTS PLACE	6 GREASE CART	20.94
MARK'S LOCK SHOP, INC	4 KEYS	20.00
ADP SCREENING & SELECTION	SUBSCRIPTION/BACKGROUND CHECKS	254.71
Total For Dept 771.00 PARKS		4,740.02

Dept 774.00 RECREATION		
ACE HARDWARE	10 KEYS	19.90
M.A.S.A.	11 ADULT SOFTBALL TEAM REGISTRAT	440.00
LAUREN SEAGREN	OFFICIAL VOLLEYBALL	75.00
Total For Dept 774.00 RECREATION		534.90

Dept 850.00 OTHER FUNCTIONS		
DBI BUSINESS INTERIORS	LAMINATING POUCHES	77.77
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	81.47
THRUN LAW FIRM, P.C.	LEGAL FEES APRIL	1,318.40
SPICER GROUP, INC.	GIS ASSISTANCE	337.00
RICOH USA, INC.	RICOH MAINTENANCE AGREEMENT	348.59
BANK OF AMERICA	FACEBOOK ADS	46.84
BANK OF AMERICA	WEB HOSTING 4/10-5/9/16	1.00
BANK OF AMERICA	MUSIC SERVICE/CSC	26.95
BANK OF AMERICA	AT&T LED SIGN 4/16-5/15/16	93.83
BANK OF AMERICA	WUFOO SUBSCRIPTION 4/26-5/26/16	9.00
BANK OF AMERICA	FACEBOOK ADS	750.17
BANK OF AMERICA	HONEYWELL MEETING & LUNCH	48.30
	Total For Dept 850.00 OTHER FUNCTIONS	<u>3,139.32</u>
	Total For Fund 101 GENERAL FUND	<u><u>78,005.78</u></u>

Fund 206 FIRE FUND		
Dept 000.00		
BANK OF AMERICA	FOOD DISPATCH WEEK	287.92
BANK OF AMERICA	22 CHALLENGE COINS & SHIPPING	304.50
BANK OF AMERICA	POP (BLUE CARD CLASS)	13.60
BANK OF AMERICA	BAGELS (BLUE CARD CLASS)	13.34
BANK OF AMERICA	BAGELS (BLUE CARD CLASS)	11.58
BANK OF AMERICA	BAGELS (BLUE CARD CLASS)	16.89
BANK OF AMERICA	LUNCH (BLUE CARD CLASS)	122.94
BANK OF AMERICA	LUNCH (BLUE CARD CLASS)	111.12
BANK OF AMERICA	LUNCH (BLUE CARD CLASS)	101.08
	Total For Dept 000.00	<u>982.97</u>

Dept 336.00 FIRE DEPARTMENT		
BANK OF AMERICA	OFFICE SUPPLIES	77.87
LANSING ICE & FUEL CO	GASOLINE 4/16-30/2016	608.01
BANK OF AMERICA	AVI EMS EQUIPMENT	342.39
THRUN LAW FIRM, P.C.	LEGAL FEES APRIL	35.20
CALLBACK STAFFING SOLUTION	CALLBACK STAFFING MAY	78.65
MANER COSTERISAN	AUDIT FEES 2015	1,592.50
ACD.NET, INC.	ACD FIBER MONTHLY	182.00
METRONET LONG DISTANCE	LONG DISTANCE APRIL	4.39
VERIZON WIRELESS	CELLULAR APRIL	174.11
TDS METROCOM	LOCAL SERVICE APRIL	41.93
CONSUMERS ENERGY	ELECTRIC 6139 BISHOP	47.87
CONSUMERS ENERGY	GAS 6139 BISHOP	132.29
ACE HARDWARE	DUCT TAPE/FILM POLY CLEANER	39.98
CATHEY COMPANY	TEE/POLY STREET/TEFLON TAPE	72.10
FAT BOYS PIZZA	6 PIZZAS/TRAINING	59.10
THE PARTS PLACE	5 40 WT/2 ANTIFREEZE/4 QT/MLD/M	53.11
BANK OF AMERICA	STANDARD OF COVER/RISK ASSESS	79.00
BANK OF AMERICA	IAAI REGISTRATION/DRURY	225.00
ACROSS THE STREET PRODUCT	3 BLUE CARD 50 HOUR TRAINING	1,039.50
	Total For Dept 336.00 FIRE DEPARTMENT	<u>4,885.00</u>
	Total For Fund 206 FIRE FUND	<u><u>5,867.97</u></u>

Fund 207 POLICE FUND		
Dept 301.00 POLICE		
THRUN LAW FIRM, P.C.	LEGAL FEES APRIL	1,700.00
	Total For Dept 301.00 POLICE	1,700.00
	Total For Fund 207 POLICE FUND	1,700.00

Fund 211 FIRE EQUIP. & APPARATUS FUND		
Dept 339.00 EQUIPMENT & APPARATUS		
BANK OF AMERICA	UPS SHIPPING	14.00
BANK OF AMERICA	UPS SHIPPING	28.94
BANK OF AMERICA	UPS SHIPPING	31.90
BANK OF AMERICA	UPS SHIPPING	6.98
ACE HARDWARE	2 MISC. MDSE.	0.78
GRAND POINTE MARINA	GEAR LUBE/SEAL KIT/OUTBOARD	19.97
ROGER'S CLINE TIRE & AUTO	2 TIRES/1 WHEEL/HAZMAT TRAILER	313.95
THE PARTS PLACE	5 BULBS	57.45
BRETT JUSTICE	REIMBURSEMENT FOR MATERIALS	70.48
	Total For Dept 339.00 EQUIPMENT & APPARATUS	544.45
	Total For Fund 211 FIRE EQUIP. & APPARATUS FUND	544.45

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY		
Dept 000.00		
CRISP COUNTRY ACRES	VENDOR PAYMENT APRIL	381.00
TODD DELO	VENDOR PAYMENT APRIL	109.00
GLUTEN FREE ROX	VENDOR PAYMENT APRIL	22.00
KOLACHE KITCHEN	VENDOR PAYMENT APRIL	36.00
LONESOME PINES BEEF	VENDOR PAYMENT APRIL	153.00
RED'S SMOKEHOUSE BBQ	VENDOR PAYMENT APRIL	109.00
WILLOW BLOSSOM FARMS	VENDOR PAYMENT APRIL	146.00
NEVA AUSTIN	VENDOR PAYMENT APRIL	37.00
OFILIA DIAZ	VENDOR PAYMENT APRIL	95.00
BETTE K. KELLY	VENDOR PAYMENT APRIL	15.00
OTTO'S POULTRY, INC	VENDOR PAYMENT APRIL	2,616.00
SHAYNA QUILLIN	VENDOR PAYMENT APRIL	94.00
JENNIFER ROTIER	VENDOR PAYMENT APRIL	52.00
SHOMARI & LISEIA PARISIAN	REFUND SECURITY DEPOSIT	400.00
MAI KOU VANG	VENDOR PAYMENT APRIL	52.00
	Total For Dept 000.00	4,317.00

Dept 728.00 DDA ADMINISTRATION		
THRUN LAW FIRM, P.C.	LEGAL FEES MARCH/APRIL	715.25
HOLT ALLIANCE	2016 HOLT ALLIANCE DUES/HAAS	130.00
MANER COSTERISAN	AUDIT FEES 2015	2,502.50
ACD.NET, INC.	ACD FIBER MONTHLY	42.00
C. HOWARD HAAS	MARCH CELL PHONE REIMBURSEMENT	75.00
METRONET LONG DISTANCE	LONG DISTANCE APRIL	3.40
TDS METROCOM	LOCAL SERVICE APRIL	127.12
	Total For Dept 728.00 DDA ADMINISTRATION	3,595.27

Dept 729.00 DDA MARKETING & PROMOTION		
BLOHM CREATIVE PARTNERS	APRIL OUR TOWN FRAMED ARTICLES	300.00
BLOHM CREATIVE PARTNERS	OUR TOWN ACCOUNT MANAGEMENT	1,000.00
TRAVERSE BAY FARMS/FRUIT	6 CS SALSA/1 CS PICKLES	306.60
ACD.NET, INC.	WIFI 5/1-6/1/2016	69.95

ACE HARDWARE	2 ROUNDUP	19.98
CRISP COUNTRY ACRES	DOUBLE UP BUCKS APRIL	192.00
ADP SCREENING & SELECTION	SUBSCRIPTION/BACKGROUND CHECKS	17.53
BANK OF AMERICA	LUNCH/HAAAS & AMMON	27.24
BLOHM CREATIVE PARTNERS	HOLT HOMETOWN FESTIVAL WEB	889.81
BLOHM CREATIVE PARTNERS	WEB MAINTENANCE & HOSTING/MARCH	165.00
Total For Dept 729.00 DDA MARKETING & PROMOTION		2,988.11

Dept 850.00 OTHER FUNCTIONS

QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SHERIFF & DDA	420.00
CONSUMERS ENERGY	ELECTRIC-2150 CEDAR	243.09
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #A	1,079.52
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #B	113.14
CONSUMERS ENERGY	GAS-2150 CEDAR	129.32
CONSUMERS ENERGY	GAS-2045 CEDAR	155.99
Total For Dept 850.00 OTHER FUNCTIONS		2,141.06

Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY 13,041.44

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 548.00 ADMINISTRATION & OVERHEAD

THRUN LAW FIRM, P.C.	LEGAL FEES APRIL	2,133.64
MANER COSTERISAN	AUDIT FEES 2015	10,920.00
PROGRESSIVE IMPRESSIONS	SEWER BILLS APRIL	530.05
Total For Dept 548.00 ADMINISTRATION & OVERHEAD		13,583.69

Dept 558.00 DEPT OF PUBLIC SERVICE

BIG SYSTEMS, LLC	204636 36"X60' SCRIM BANNER	120.00
BIG SYSTEMS, LLC	36"X100' WETJET TEAR PROOF FILM	144.00
BIG SYSTEMS, LLC	ESTIMATED SHIPPING CHARGES	40.19
LANSING ICE & FUEL CO	GASOLINE 4/16-30/2016	699.48
MODEL COVERALL SERVICE	STAFF UNIFORMS/POTW	67.54
MODEL COVERALL SERVICE	STAFF UNIFORMS/MAINTENANCE	45.11
MODEL COVERALL SERVICE	STAFF UNIFORMS/MAINTENANCE	45.11
MODEL COVERALL SERVICE	STAFF UNIFORMS/POTW	67.54
BANK OF AMERICA	BATTERY/L.S. UPS	44.99
BANK OF AMERICA	MONITOR/KEY BOARD-MOUSE/WALL MT	214.97
BIG SYSTEMS, LLC	CE037A MATTE BLACK INK CARTRIDGE	265.00
BIG SYSTEMS, LLC	CHROMATIC RED INK CARTRIDGE 775ML	265.00
BIG SYSTEMS, LLC	CE043A PHOTO BLACK INK CARTRIDGE	265.00
BIG SYSTEMS, LLC	CE044A LIGHT GRAY INK CARTRIDGE	265.00
TRAILER SALES OF MICHIGAN	TRAILER WITH SPARE TIRE	2,500.00
BANK OF AMERICA	5 BAGS ICE/SHIPPING	22.45
FISHER SCIENTIFIC	TUBING/SAMPLING SUPPLIES	351.36
FISHER SCIENTIFIC	TUBING/SAMPLING SUPPLIES	1,422.30
FISHER SCIENTIFIC	TUBING/SAMPLING SUPPLIES	579.60
LOWE'S CREDIT SERVICES	4 TRASH CANS	284.92
PAPER IMAGE PRINTING	10 PADS POTW LAB SHEETS	248.84
PAPER IMAGE PRINTING	PRINTING PRESS SET UP FEE	54.00
FISHER SCIENTIFIC	LABORATORY SUPPLIES	17,818.70
FISHER SCIENTIFIC	LABORATORY SUPPLIES	2,405.22
FISHER SCIENTIFIC	LABORATORY SUPPLIES	89.55
FISHER SCIENTIFIC	LABORATORY SUPPLIES	254.34
FISHER SCIENTIFIC	LABORATORY SUPPLIES	656.21
FISHER SCIENTIFIC	LABORATORY SUPPLIES	974.98
ALS LABORATORY GROUP	MESCO 1 DIGESTER ANALYSIS	70.00

KAR LABORATORIES, INC.	ANALYSIS EFFLUENT MERCURY	225.00
HML, INC.	1 FECAL COLIFORM/2ND QTR SLUDGE	120.00
FISHER SCIENTIFIC	LABORATORY GLOVES	992.53
FISHER SCIENTIFIC	LABORATORY GLOVES	992.53
NORTHERN SAFETY CO., INC.	MISC. SAFETY SUPPLIES	2,253.50
NORTHERN SAFETY CO., INC.	MISC. SAFETY SUPPLIES	253.44
NORTHERN SAFETY CO., INC.	DISCOUNT	(5.07)
SPICER GROUP, INC.	GIS ASSET MANAGMENT ASSISTANCE	9,297.75
UNITED PARCEL SERVICE	SHIPPING CHARGES	77.56
BANK OF AMERICA	SAWDUST/DRYING BEDS	40.00
DEVEREAUX SAWMILL INC.	36 YARDS SAWDUST/DRYING BED	180.00
METRONET LONG DISTANCE	LONG DISTANCE APRIL	5.50
ACD.NET, INC.	ACD FIBER MONTHLY	560.00
TDS METROCOM	LOCAL SERVICE APRIL	396.27
CONSUMERS ENERGY	ELECTRIC-4000 N MICHIGAN#B	197.25
CONSUMERS ENERGY	ELECTRIC-5961 MC CUE #2723	43.21
CONSUMERS ENERGY	ELECTRIC-1988 WAVERLY	687.89
CONSUMERS ENERGY	ELECTRIC-1494 AURELIUS	73.40
CONSUMERS ENERGY	ELECTRIC 1390 WAVERLY	303.02
CONSUMERS ENERGY	ELECTRIC 1490 AURELIUS	2,215.93
CONSUMERS ENERGY	ELECTRIC-5999 HOLT	85.43
CONSUMERS ENERGY	ELECTRIC-6055 MC CUE	596.52
CONSUMERS ENERGY	ELECTRIC-2358 EIFERT	586.41
CONSUMERS ENERGY	ELECTRIC-2870 PINE TREE	691.75
CONSUMERS ENERGY	ELECTRIC-3505 HOLT	122.26
CONSUMERS ENERGY	ELECTRIC-4280 DELL	591.91
CONSUMERS ENERGY	ELECTRIC-4828 HOLT	201.12
CONSUMERS ENERGY	ELECTRIC-5961 MC CUE #2509	16,892.03
CONSUMERS ENERGY	GAS-1988 WAVERLY	24.79
CONSUMERS ENERGY	GAS-5961 MC CUE #2	26.68
CONSUMERS ENERGY	GAS-5961 MC CUE #3	96.27
CONSUMERS ENERGY	GAS-5961 MC CUE #2319	1,593.24
CONSUMERS ENERGY	GAS-4280 DELL	64.50
CONSUMERS ENERGY	GAS-3505 HOLT	29.20
CONSUMERS ENERGY	GAS-2481 DELHI COMM	24.39
CONSUMERS ENERGY	GAS 5961 MC CUE #4	1,104.11
CONSUMERS ENERGY	GAS 1494 AURELIUS	214.33
CONSUMERS ENERGY	GAS-1490 AURELIUS	31.87
CONSUMERS ENERGY	GAS-1492 AURELIUS	246.97
ACE HARDWARE	4 GARDEN HOSE ENDS	9.16
ACE HARDWARE	2 TOGGLE SWITCHES	9.98
LOWE'S CREDIT SERVICES	RED REFLECTOR/80 LB BAG CONCRETE	5.97
BANK OF AMERICA	CLOTH RAGS/DIFFUSER PLATES	50.00
BANK OF AMERICA	STEEL/FABRICATE CALCIUM NITRATE	160.00
ACE HARDWARE	(2) 1/4" COUPLINGS/VACTOR	5.58
ACE HARDWARE	HOT WATER NOZZLE	9.99
ACE HARDWARE	SUPER IRON OUT/BRUSH HANDLE	19.78
INTERSTATE BATTERIES OF	BATTERY/ARROW BOARD	133.83
KENNEDY INDUSTRIES, INC	FLYGT 4620 MIXER	7,111.00
LOWE'S CREDIT SERVICES	TIMER & FAUCET	74.65
DR LAB SERVICES LLC	LAB PREVENTION MAINTENANCE	1,710.00
OVERHEAD DOOR CO OF LANS	REPLACE CABLES/RESET DRUMS/ADJ/	488.19
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	260.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW	260.00
RS TECHNICAL SERVICES, INC.	PARTS/SERVICE (INSTRUMENTS)	4,746.00
BANK OF AMERICA	REBUILD IGNITION/#26	95.00

FRANKIE D'S AUTO & TRUCK	LOF/#3	47.00
BANK OF AMERICA	CRAFT PROJECT SUPPLIES/PRIZES/	325.63
USA BLUE BOOK	FLOAT VALVE BODY	152.85
USA BLUE BOOK	SHIPPING	17.83
USA BLUE BOOK	FLOAT RODS	10.18
ACE HARDWARE	BUSHINGS/ELBOWS/HOSE ADAPTERS/	72.04
ACE HARDWARE	2 MISC. MDSE.	6.87
ACE HARDWARE	30 STAKES	38.70
LOWE'S CREDIT SERVICES	BUNDLE STAKES/PINE TREE GARDENS	39.81
LOWE'S CREDIT SERVICES	3 BUCKETS/2 ADHESIVE/2 CABLE TIES/	110.41
LOWE'S CREDIT SERVICES	2 PAPER TOWEL HOLDERS/TRASH CAN	84.49
LOWE'S CREDIT SERVICES	HSE CONNECTOR	3.78
BANK OF AMERICA	WEF LODGING/DIORKA	848.13
BANK OF AMERICA	WORKSHOP LODGING/TRIGO	181.56
BANK OF AMERICA	MWEA REGISTRATION/RANES & SMITH	260.00
BANK OF AMERICA	MWEA MEMBERSHIP/SMITH	70.00
BANK OF AMERICA	WEF CONFERENCE RECEPTION/LENON	20.00
CWEA-TCP	COLLECTION SYSTEM MAINT EXAM/	319.00
Total For Dept 558.00 DEPT OF PUBLIC SERVICE		<u>90,172.30</u>

Total For Fund 590 SEWAGE DISPOSAL SYSTEM 103,755.99

Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND

Dept 735.00 LOCAL SITE REMEDIATION

MANER COSTERISAN	AUDIT FEES 2015	455.00
DLZ	1600/1694 CEDAR PARK DESIGN	2,700.00
Total For Dept 735.00 LOCAL SITE REMEDIATION		<u>3,155.00</u>

Total For Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND 3,155.00

Fund 701 TRUST & AGENCY FUND

Dept 000.00

HEARINGLIFE	REFUND OVRPMT #332505-90-944-003	422.31
AFLAC	WITH DEDUCT-AFLAC DISABILITY	642.04
AFLAC	WITH DEDUCT-AFLAC LIFE INSUR	7.62
AFLAC	WITH DEDUCT-AFLAC ACCIDENT	542.12
AFLAC	WITH DEDUCT-AFLAC SICKNESS	324.38
AFLAC	WITH DEDUCT-AFLAC CANCER	450.84
AFLAC	WITH DEDUCT-DISABILITY RIDER	18.48
AFLAC	WITH DEDUCT-AFLAC ACCIIDENT	11.88
C. J. DAVIS	AFLAC_URM (FSA)	40.00
WENDY L THIELEN	AFLAC_URM (FSA)	738.00
Total For Dept 000.00		<u>3,197.67</u>

Total For Fund 701 TRUST & AGENCY FUND 3,197.67

Total For All Funds: 209,268.30

**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated May 5, 2016**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 108910 through 108934 & direct deposits numbers: DD22341 through DD22426. The payroll was prepared in accordance with established payroll rates and procedures. The Treasurer's & Clerk's signatures were printed on the payroll checks using an electronic image signature

Lora Behnke, Accounting Clerk

The attached Check and Payroll Registers were reviewed. The payroll checks were distributed in accordance with established procedures.

Dated: May 5, 2016

Director of Accounting

II. Payroll Report

The May 5, 2016 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$74,039.01	\$22,618.74	\$51,420.27
Fire Dept. Fund	54,529.26	18,333.22	\$36,196.04
DDA	4,246.37	978.37	\$3,268.00
Sewer Fund/Receiving	37,141.76	12,034.64	\$25,107.12
Total Payroll	\$169,956.40	\$53,964.97	\$115,991.43
	Township FICA	Township RHS & Pension Plan	Total Deductions & TWP Liabilities
General Fund	\$5,361.96	\$7,372.84	\$35,353.54
Fire Dept. Fund	4,025.19	4,133.64	26,492.05
DDA	149.64	84.76	1,212.77
Sewer Fund/Receiving	2,734.42	4,159.84	18,928.90
Total Payroll	\$12,271.21	\$15,751.08	\$81,987.26

Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on May 5, 2016 and identified as follows:

5/05 Net Pay Disbursement in Common Savings (\$115,991.43)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on May 17, 2016, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated May 5, 2016 was reviewed, audited, and approved.

Attachment to Payroll Register
cc: Sweet(1)Vander Ploeg(1)

Evan Hope, Clerk

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: C.J. Davis, Township Supervisor

DATE: May 9, 2016

RE: Recommendation for Reappointment to the Planning Commission

The appointment term of Planning Commission member Tonia Olson expires June 1, 2016. She has agreed to be reappointed for an additional three-year term. I therefore recommend the following motion:

Recommended Motion:

To reappoint Tonia Olson to the Delhi Township Planning Commission for a three year term, effective June 1, 2016 and expiring June 1, 2019.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members
FROM: C.J. Davis, Township Supervisor
DATE: May 9, 2016
RE: Recommendation for Reappointment to the Planning Commission

The appointment term of Planning Commission member Kimberly Berry-Smocoski expires June 1, 2016. She has agreed to be reappointed for an additional three-year term. I therefore recommend the following motion:

Recommended Motion:

To reappoint Kimberly Berry-Smocoski to the Delhi Township Planning Commission for a three year term, effective June 1, 2016 and expiring June 1, 2019.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members
FROM: C.J. Davis, Township Supervisor
DATE: May 9, 2016
RE: Recommendation for Reappointment to the Planning Commission

The appointment term of Planning Commission member Matt Lincoln expires June 1, 2016. He has agreed to be reappointed for an additional three-year term. I therefore recommend the following motion:

Recommended Motion:

To reappoint Matt Lincoln to the Delhi Township Planning Commission for a three year term, effective June 1, 2016 and expiring June 1, 2019.



MEMORANDUM

TO: John B. Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: Friday, May 13, 2016

RE: Willoughby Estates Planned Development

At their meeting last night the Planning Commission (PC) held a public hearing regarding the proposed Willoughby Estates (WE) Planned Development (PD) project. There were a number of people who attended the meeting and two spoke. A copy of the draft meeting minutes is attached here for your information and reference. After the hearing, and significant deliberations, the PC took action to recommend approval of the project. A copy of that action is also included in the draft minutes.

The Township Board has final approval authority, which is why this information is being forwarded to them at this time. A copy of the staff report, the plans and architectural renderings and the other application materials that were submitted by the developer are also attached. I have summarized some of the key facts pertaining to this project below. Additional detail can be found in the staff report so I would encourage you to review it.

- The property has been Master Planned for High Density Residential development since 2007. Prior to that time, the property was planned for industrial land uses which was consistent with the previous land use.
- The property was rezoned from Industrial to RM: Multi-family in 2008.
- The RM district permits “by-right” development as follows:
 - Density of 6 units per acre (up to 12 can be permitted with an approved Special Use Permit)
 - 3 story buildings / 35’ tall
 - No requirements regarding appearance of buildings, unit amenities or rent rates/type.
 - The PD must be based on this underlying zoning.
- The project includes a total of 269 units. These units are provided in four different types of buildings:
 - Rental Cottages
 - 18 stand-alone units that look like single-family homes.
 - Located along the west side of the pond
 - Attached garages
 - Townhomes
 - Two 4-unit buildings / 8 total units
 - Located between the rental cottages and the Green Drain

- Attached garages
- Raised Flats
 - Six 2-unit buildings / 12 total units
 - Located to the east of the Green Drain, intermixed with the Apartment Buildings.
 - Rental units are on the second floor, garages are on the ground floor.
 - Garages for each unit, plus extras for those in the apartments to use.
- Apartment Buildings
 - Seven 33-unit buildings.
 - 3 stories high/35' tall
 - All buildings have elevators/fully accessible
- All of the units will have “Class A” amenities such as granite countertops, upgraded plumbing fixtures, stainless appliances and high end floor coverings.
- Rents will range from \$950/mo. to about \$1,625/mo.
- Other project amenities include:
 - Wash building (dog & car)
 - Dog play area
 - People play & picnic area
 - Clubhouse with workout area & outdoor pool
 - On-site storage area that provides indoor and outdoor storage for residents
 - Sidewalks & a connection to the Sycamore Trail
- Over 54% of the land area included within the development will be maintained as permanent open space. This calculation does not include the pond.
- A gated entrance will be a part of this development. The neighbor’s in the area voiced their unanimous support for this amenity.
- The project will include extensive landscaping.
- The project will be maintained 24/7 by a professional management company. The owner of the management company is also a co-partner in the development.
- The PC made a finding that the project will result in a better development than would otherwise occur based on the underlying RM zoning.
- If approved, the developer will be required to record an acknowledgement of the PD that will result in a title encumbrance.
- The developer will also be required to enter into a Development Agreement with the Township that will reinforce the requirements of this approval.

With this information in mind, I would ask that you forward the PC’s recommendation for approval of the project to the Township Board for their action at the May 17th meeting. As always, if you have questions or need additional information, please do not hesitate to ask. Thank you.

Recommended Motion on Next Page.

Recommended Motion to Approve:

I move that, subject to the provisions of Section 5.23.2 of the Delhi Charter Township Zoning Ordinance, the Township Board hereby finds that the proposed development, known as Willoughby Estates, results in a recognizable and substantial benefit both to the community and to the ultimate users of the site, including the following:

1. The long-term protection and preservation of natural resources and natural features including the preservation of the pond and land to the east in its natural state, and
2. Enabling the remediation of soil and groundwater contamination present on the site, and
3. The creation of approximately 21.66 acres of permanent open space, not including the ponds, representing approximately 54% of the acreage within the proposed development, and implementation of the Township Master Plan via the development of high quality and unique high density residential development, while at the same time preventing the conversion of non-urbanized land in outlying areas of the community; and

that the requested modifications from the Delhi Charter Township Zoning Ordinance as presented in the application and plans will result in a higher quality development and that the PD is in compliance with the Zoning Ordinance, including any permitted modifications, and approves the Willoughby Estates project, as recommended by the Delhi Township Planning Commission, consisting of 40.13 acres located on Willoughby Road and comprised of parcels identified as 33-25-05-11-452-001, 004 & 005 pursuant to the standards and requirements set forth in Section 5.23.2 and Section 5.23.3 of the Zoning Ordinance. This action will have the same effect as a rezoning, changing the property's zoning district designation from RM: Multi-Family to PD-3, subject to the following conditions:

1. All of the dimensional deviations from the underlying zoning are consistent with the Planned Development section of the Zoning Ordinance and have been clearly indicated on the site plan, and
2. that the Township Zoning Map be amended to represent the subject property as "PD-3" and that the district regulations specific to this Planned Development will be as specifically approved and presented on the final plans presented to the Director of Community Development, and
3. that the Township and the Developer shall execute a Planned Development Agreement, pursuant to Section 5.23.8(6) of the Zoning Ordinance prior to the commencement of any site improvements, and
4. that the following conditions shall be satisfied prior to approval of the final site plan for this project and carry forward as part of this approval:
 - a. requirements set forth by the Ingham County Road Department be met
 - b. that a secondary emergency access point be provided which satisfies the requirements of the Delhi Fire Chief
 - c. all washing of vehicles/dogs/etc. must occur within the fully enclosed building designated for said purposes and as shown on the plan
 - d. the compliance table and variance table provided on the cover sheet of the PD plan set is incorporated by reference and is a part of this approval (Zoning Ordinance No. 628)

-OR-

Recommended Motion to Deny:

To deny the Planned Development for the Willoughby Estates project, tax parcels 33-25-05-11-452-001, 004 and 005.



Planned Development Basic Zoning Ordinance Information:

What is the purpose of the Planned Development?

Section 5.23 of the Zoning Ordinance (ZO) provides information regarding the requirements and process for application and review of a proposed Planned Development (PD) within Delhi Township. The PD is intended to provide the Township with a mechanism for;

- achieving a higher quality of development than would otherwise be attained,
- allowing for innovation in land use planning and development,
- ensuring the compatibility of design and function between neighboring properties,
- protect and preserve natural resources, features, open space or historical or architectural features, if any, and
- eliminating or reducing the degree of existing non-conforming uses or structures, if any.

The PD process is not intended to be used as a mechanism for circumventing the specific standards of the ZO or the Master Plan. The PD is intended to result in a development that is substantially consistent with the traditional zoning standards, but can allow for specific modifications if they will result in an overall better development.

What must be achieved to warrant approval?

In order to qualify for a PD, the development is subject to a finding by the Planning Commission (PC) that *the project results in a recognizable and substantial benefit to the community and users of the site*. Economic factors may not be considered as a basis for this finding. The recognized benefit must relate to an increased quality of development and quality of life within the Township.

The ZO provides a specific definition of “recognizable and substantial benefit”, as follows:

“A clear benefit, both to the ultimate users of the property in question and to the community that would reasonably be expected to accrue, taking into consideration the foreseeable detriments of the proposed development and uses. Such benefit must include one or more of the following: long term protection or preservation of natural resource and natural features, creation of a significant amount of contiguous permanent open space, and elimination or significant reduction in the degree of nonconformity to the zoning ordinance of existing uses or structures, or the implementation of the Township Master Plan or other adopted plans.”

Section 5.23.3 states that in order to be eligible to receive approval for a PD, the following must apply...

1. The PD shall have a minimum of 200’ of frontage on a public street.
 - ✓ The proposed Willoughby Estates project has over 1000’ of frontage on Willoughby

Road.

2. Availability and capacity of public services.

- ✓ The Ingham County Road Department (ICRD) has reviewed the PD plan and concurs with the findings of the traffic impact analysis. Turning lane(s) on Willoughby Road at the development's entrance will be necessary. The ICRD also agrees with the findings of the traffic impact study regarding the intersection of Willoughby and College Roads. Specifically, that the traffic generated from the proposed development is likely to result in the need for a four-way stop at that intersection. The ICRD will work with the developer, if the PD is approved, during the site plan approval process to address how and when this work will occur.

It is important to note that the Township does not have any direct jurisdiction over the roads within the community, including Willoughby Road. Any improvements made (or not made) within the public road right-of-way are not within the purview or responsibility of the Township and are at the sole discretion of the ICRD.

- ✓ The Delhi Township Publically Owned Treatment Works (POTW) Director has reviewed the PD plan set. She has provided initial feedback regarding the process for sanitary sewer construction going forward. There is sufficient capacity within the sewer system to accommodate the anticipated discharge from this development.
- ✓ The applicant has been working closely with the Ingham County Drain Commissioner's office (ICDC) to facilitate their review of the PD plan. It appears that the ICDC will be able to provide approval of the storm water system and has done so in concept. The specific details of that system will be reviewed and approved during the site plan review phase of this project.
- ✓ All other utilities, such as gas, electric, cable, and phone, will be designed in detail and approved during the site plan review process.

3. Compatibility with the Comprehensive Development Plan (Master Plan).

- ✓ The Future Land Use Map within the adopted 2013 Master Plan shows this property developing with High-Density Residential land uses. This future land use pattern has remained consistent since the 2007 Master Plan. This was changed from the 2002 Master Plan which designated this property for manufacturing land uses. The 2002 designation was consistent with the use of the property at that time and historically.

Figure 1 shows the current Future Land Use Map for the subject site and surrounding area. The brown color denotes high-density residential development,

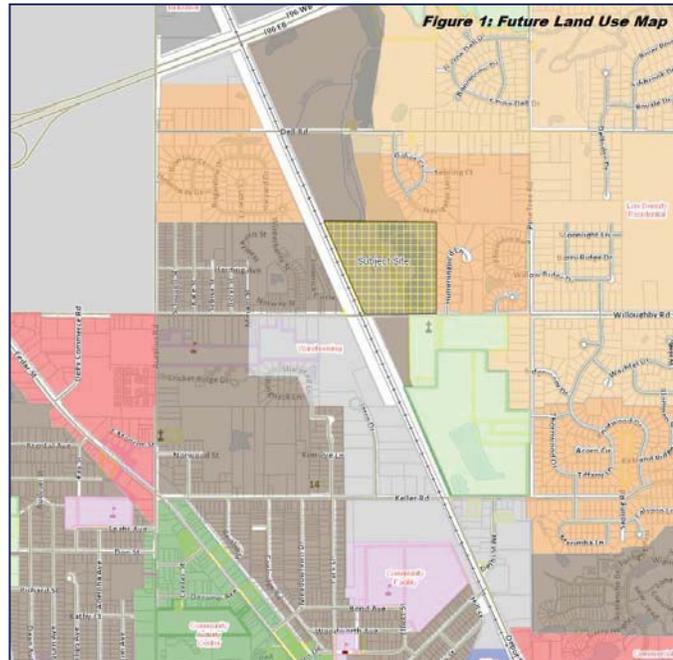
the dark orange is medium-density residential and the light orange is low-density residential. Grey denotes industrial land uses, while green is property planned for public uses.

4. Compatibility with the Planned Development Intent

- ✓ The PC will need to review the information provided by the applicant, received at the public hearing and presented herein and deliberate to determine if this has been achieved.

Staff offers the following:

- The property is zoned RM: Multi-family.
 - In the RM district, 6 units per acre are permitted by-right. Greater than 6 units per acre can be permitted with an approved Special Use Permit.
 - 3-story buildings or buildings up to 35' in height are permitted by-right.
 - The RM district does not provide minimum requirements for how the buildings look or how they are finished on the inside. RM permits units that are 400 SF in size for efficiency units, 500 SF for one-bedroom units and 650 SF for two-bedroom units.
 - There are many existing 3-story apartments in the Township. The applicant has provided a photo record of these developments as a part of his submission.
- ✓ The proposed development offers a mix of unit types, ample open space and many additional amenities that would probably not be provided in a “by-right” development. Examples include the car washing area, clubhouse and playground area and on-site storage facility.
 - ✓ The mix of units, particularly the rental cottages and townhomes, would not be permitted within the RM district. These units provide a good transition into the residential development located to the east and northeast of this site.
 - ✓ There is no development proposed on the east side of the pond. Instead, it is



proposed to remain permanent open space. This could not be regulated if the property were developed under a by-right scenario.

5. Development Impact (development shall not impede the continued use or development of surrounding properties for uses that are permitted in the ZO).
 - ✓ No information has been provided which would suggest that the proposed development would impede the use of surrounding properties or future development. The public hearing on May 9, 2016 will provide an opportunity for the owners of surrounding properties to speak and provide their opinions relative to this matter.
6. Unified control of the property – a single entity must be in control of the proposed development.
 - ✓ The property is owned by the Delhi Township Downtown Development Authority (DDA), who will sell it to the applicant. The parties will close to escrow within the next several weeks. The Delhi Township Brownfield Redevelopment Authority and Delhi Township Board have also approved the Brownfield Plan for this development.

Design Standards per Section 5.23.4.

- A PD can be approved in any zoning district in the Township.
- Any land use authorized in the ZO can be approved as a part of a PD as a principal or accessory use.
- Unless they are specifically modified in the final approved PD, the base regulations pertaining to the underlying zoning district apply. In this case, the underlying zoning district is RM: Multiple Family Residential.
 - ✓ The developer has submitted a list of the specific modifications that they are requesting. They are included in this staff report as “exhibit A” for PC review. Staff has reviewed the information provided and finds it to be accurate.
 - ✓ The applicant has also provided a “compliance table” which details how the development meets specific requirements of the ZO. That information is also provided in exhibit A.
- Any deviations from the specific requirements of the underlying zoning district may be approved, but must be specifically called out in the plans for the PD project and approved by the Township Board, after recommendation by the PC and a public hearing. Departures from the underlying zoning can only be approved when they will result in a higher quality development.
 - ✓ The list included in exhibit A is also replicated on the plan set for the project.

Approval process & steps.

A pre-application conference is the first step in the approval process. For this project, this step was completed on February 10, 2016. There were several meetings that occurred prior to the pre-application meeting where the project was informally discussed with the developer.

The second step was the review of the Concept Plan. This occurred at the PC meeting held on March 28, 2016. The PC provided clear direction to the developer regarding the development proposal. This direction was summarized and supplied to the developer in the document attached as "exhibit B".

After considering the input received during the Concept Plan Review process, the developer prepared the final PD application submission. This application was submitted to the Community Development Office on April 18, 2016 and is the subject of this staff report. Once staff was able to verify that all required information had been submitted, a public hearing was scheduled for May 9, 2016. In addition to a notice in the paper, property owners and occupants within 300' of the subject site were mailed a public hearing notice.

Staff met with three representatives of the Apple Ridge Subdivision Association (Hummingbird Lane) on April 22nd in the Community Development Office. The focus of the meeting was to provide the residents with information about the PD process, the application materials that had been submitted and to discuss some of their potential concerns and/or thoughts. Staff believes that the meeting was productive.

On April 28th the applicant invited many of the neighbors to his office for a project open house. Staff did not attend. However, it is our understanding that the developer provided information about his proposal and discussed resident concerns. After the meeting, staff spoke to the developer and several of the neighbors who attended. Both parties left staff with the impression that it was a good meeting with a positive outcome. Staff anticipates that discussion regarding this meeting may come up at the public hearing and so wanted PC members to be aware that it occurred.

Staff has supplied copies of the current PD application and plan to the main reviewing agencies for their initial evaluation and comment. We have received preliminary feedback from the ICRD and POTW, which is detailed above. We also received feedback from the Delhi Fire Chief. The Chief has made some observations regarding the proposed development that can be addressed fairly easily during subsequent site plan review. However, one issue that should be considered at this time is concerning the requirement for a second access into the development. Chief suggests that this can be accomplished by establishing a landscape paver access point to Willoughby Road from one of the adjacent parking areas. This access would only provide emergency service vehicles with a way into or out of the development. To the

uninformed it would simply look like grass. It will not provide access to non-emergency vehicles. Staff includes this information here at this time to ensure that all parties are aware of the requirement. It should also become a requirement of the PD, should it be approved.

After the May 9th public hearing the PC will further consider the plan and application. If the PC determines that changes are necessary, the applicant will have 90 days in which to submit a revised plan. If the PC decides to make a recommendation to the Township Board, it may do so after the public hearing. The PC can recommend approval, approval with conditions or denial of the PD. If the PC recommends approval of the PD to the Township Board, the ZO requires that the plan be provided to Tri-County Regional Planning Commission for their information. Staff will take care of this step.

Remember that an approved PD is actually considered an amendment to the ZO and district map. An approved PD creates specific ordinance provisions that pertain to the development. Any deviations from the standard ZO provisions will be listed or noted in the approval documents.

Once the PC makes a recommendation regarding the PD, the Township Board will consider the matter at a subsequent meeting. If the Township Board issues an approval, notice of the same will be published in the newspaper within 15 days of action. In addition, the applicant is required to record an affidavit with the Register of Deeds that contains the following information: legal description, date of approval and a statement that all future improvements will be carried out in accordance with the approved PD plan unless an amendment is adopted by the Township Board.

A Planned Development Agreement pursuant to Section 5.23.8(6) shall also be executed between the Township and developer. Staff would work to facilitate these steps.



Final Planned Development Review for Willoughby Estates.

Overview.

The Plan shows a mix of residential housing types and associated amenities. Figure 1 shows

the overall site layout as currently proposed. You will notice that the development includes three types of residential uses, a clubhouse and a storage area for residents.

Rental cottages.

There are 18 rental cottages proposed. These are situated along the west side of the pond. Figure 2 is an architectural rendering of one of the cottages. There are also floor plans and additional renderings included in the plan set. These will be rented out just like an apartment, but will provide a stand-alone option for residents. The cottages have attached garages, porches and traditional driveways.



Figure 2: Rental Cottages

Townhomes.

West of the rental cottages, two 4-unit townhome buildings are proposed. These are two story buildings with attached garages. The garages are located in the rear of the building. Parking along the street is provided in front of these units to accommodate additional parking. Figure 3 is an architectural rendering of this unit type. Floor plans can be found in the plan set.



Figure 3 - Townhomes

Clubhouse.

A clubhouse is also proposed. It will provide residents with space for meetings, activities, athletics and a swimming pool. The clubhouse is located near the main entrance to the development. Figure 4 is a rendering of the clubhouse.



Figure 4 - Clubhouse & Pool



2-Unit raised flats.

The project also includes six 2-unit buildings that provide attached garages on the ground floor with 1 bedroom apartments on the second floor. Staff understands that these units provide an attached garage for each of the two apartments, but also additional garages that can be utilized by those residing in the other apartment

buildings. A rendering of the 2-unit buildings can be viewed in Figure 5. Floor plans for this unit type are also included in the plan set.

Apartment buildings.

The final residential building type is a 33-unit 3-story building. A total of seven of these buildings are proposed. They are all located on the west side of the property, between the railroad tracks and the Green Drain, which runs through the approximate middle of the site. Figure 6 shows an architectural rendering of this building type. Floor plans are included in the plan set.

Building Heights.

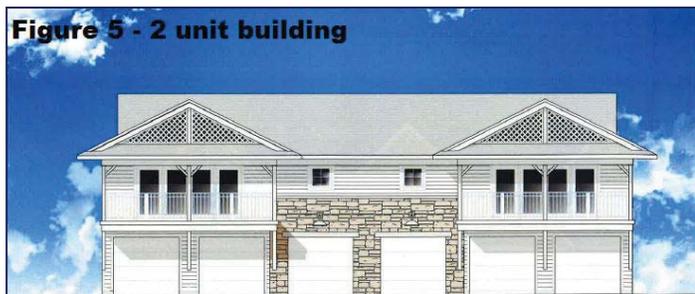


Figure 5 - 2 unit building

Section 10 of the Zoning Ordinance defines Building Height as follows:

The vertical distance measured from the mean elevation of the finished grade line of the ground about the front of the building to the highest point of the roof for flat roofs, and the deck line of mansard roofs and to the mean height level between eaves and ridge for gable, hip and gambrel roofs.

According to this definition, the height for each building type included in the Willoughby Estates project would be measured as between the ground and the mean height between the eaves and the ridge. The plan set shows the height of each building type, none of which exceed the by-right parameter of 3-stories or 35' specified. The table below provides a summary of the proposed building heights:

<u>Building Type</u>	<u>Approximate Height</u>
2-Unit raised flats	20' 3 "
Townhomes	18' 11 ¼"
1-story Rental Cottage	15' 4 5/8"
2-story Rental Cottage	20' 11"
Clubhouse	26' 11 ¼"
3-story Apartments	35' 0"
Car & Dog wash	16' 3"
Storage building	14' 2 1/8 "

View from Adjacent Properties.

The applicant has included a "line of sight" evaluation in the submitted plan set. It provides an evaluation of how visible the proposed buildings would be when viewed from adjacent properties. This is a helpful visualization of how the proposed buildings will appear in terms of overall scale and the aesthetics of what is being proposed.

For example, the line of sight evaluation demonstrates that the highest building (the 3-story apartment) when viewed from Glens of Willoughby looking easterly to the development, will be below the existing power lines. This is illustrated in image 10 located in the upper left corner of the plan sheet. Similarly, image 3 shows the visual impact from the east side of the site and the Apple Ridge subdivision looking westward. This image also uses the existing power lines as a visual benchmark. It shows the 3-story apartment buildings being lower than the power lines, and also illustrates the height of the 2-story rental cottages for comparison purposes. Image 9 shows the view from the proposed elevation of the cold storage area looking towards the Three Lakes subdivision and effectively shows how the existing berm and

evergreen trees provide a visual buffer.

The line of sight plan sheets also provide topographical cross sections that further illustrate the visual impact of the proposed development. For example, line of sight cross section “B” to “B”, which transects the center of the site, shows the proposed improvements in relation to existing buildings in both Glens of Willoughby and Apple Ridge. Site cross section “A” to “A” shows that the houses in Three Lakes will have virtually no view of the proposed storage facility because it is hidden behind the existing berm.

This evaluation is very helpful. It is clear that because of the physical attributes of the site, the visual impacts of the proposed development should be less significant. However, the top portions of some buildings will be visible to adjacent properties to the east and west during the winter. When the trees have leaves, the ability to see the development from adjacent properties will be drastically reduced or eliminated.

Unit amenities.

The application materials state that all of the residential units will be “class A”. They will have granite countertops, stainless steel appliances and upgraded plumbing fixtures. All units have porches. One bedroom apartments are approximately 800 SF in size and two bedroom units range from 1,175 SF to approximately 1,339 SF depending on the style. Three bedroom units are approximately 1,576 SF.

Rent rates.

Rents for 800 SF 1-bedroom units will be approximately \$950/mo. Two bedroom units will rent for between approximately \$1,365/ mo to \$1,500/ mo, depending on the unit type. Three bedroom apartments and rental cottages will rent for between approximately \$1,500 and \$1,625 per month.

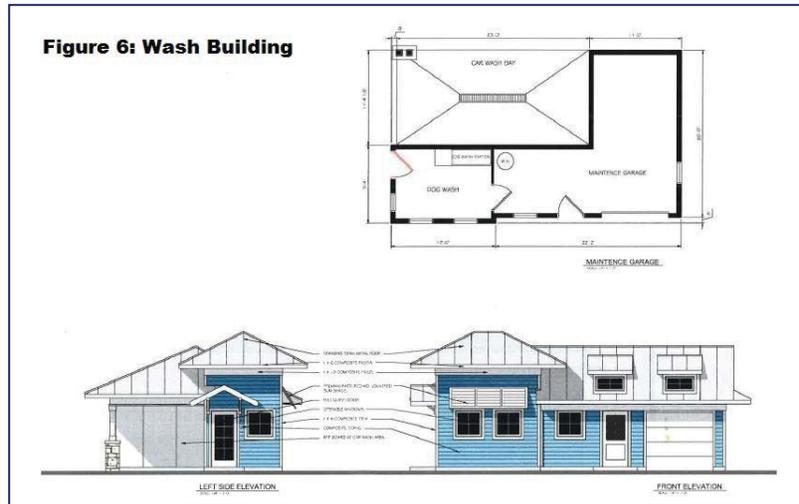
Storage facility.

The applicant has provided detailed information about the proposed storage facility. Building renderings are included in the plan set. While the building is fairly simple in terms of its construction, the applicant proposes to include exterior building treatments that are consistent with the rest of the development. The storage building and associated lot are tucked into the existing berm/evergreens and should be virtually invisible to those property owners located to the northeast and east. The building and lot will be used by residents of the development to store things like extra cars, personal watercraft and similar.

Washing Building.

The developer has submitted renderings of the proposed “wash building”. Figure 6 shows how the wash building will look. It will be architecturally consistent with the rest of the development. Inside the building there will be a car washing bay and a pet washing station. All activities will occur inside the building and there are no outside vacuums proposed. Staff

would suggest that, if approved, the PD include a requirement that all washing activities take place within the building and that the overhead doors remain closed when in use.



Dog play area.

The development includes a dog play area. The dog play ground includes a fenced area which is separated to provide separate spaces for small and large dogs. There is a hedge between the two areas to prevent the small dogs from barking at the large ones (or vice versa). There is a dog water fountain and bench seating provided for their human companions. The landscape plan shows that there will be trees planted around the play area to provide shade, screening and noise control.

People play area.

A picnic area and playground will be provided to the north of the outdoor pool and clubhouse. The playground will include a swing set and play structure. There will be picnic tables located under a pavilion and possibly an outdoor grill or two. A berm and trees will buffer the townhome building to the north from this area.

Trash.

Garbage collection will occur at a central location, the same way as it is done in Aspen Lakes. The compactor/container is located just to the south of the storage building. It will be fully screened and enclosed.

Site Lighting.

The final PD plan includes a photometric plan. The plan calls for LED fixtures. Fixtures include recessed lighting for use on the buildings and pole mounted fixtures for use along the drives and parking areas. All fixtures are shielded and cast light in a downward direction. The

photometric plan demonstrates that overall lighting levels will be quite low, but provide light where it is needed. There is no castoff light to the rear of the rental cottages that would reflect across the pond. There is also virtually no cast off light to the west of the 3-story buildings. There appears to be sufficient lighting at the entrance to the development to provide safety. Overall, the lighting plan shows lumen levels that will be consistent with those that are found in the residential areas adjacent to the property. Since all lights are downward directional, there should be no “night sky glow” effect emanating from the property.

Landscaping.

The landscaping plans have been included in the final PD set. The developer has provided typical landscaping plans for each area-type within the development, as well as specific plans for the entrance, dog park/trash/wash/storage and clubhouse/playground areas. The landscape plan also demonstrates that the existing trees located along the east, north and west side of the site will remain. Many individual trees contained within the interior of site will also remain, including the existing evergreens and berm located behind the storage area. These existing trees and open spaces will provide the buffers between this site and adjacent ones.

The ZO requires that parking lot landscaping be arranged throughout the parking area. The applicant is requesting that they be permitted to provide this landscaping within the islands and along the foundations of the buildings instead. This is due to the linear arrangement of the parking areas. Street trees will be provided also, as shown on the plan. These arrangements appear acceptable and will be likely to accomplish the intent of the original ZO provision. These types of variances are permissible under the PD section of the ZO, provided they are part of the review and approval process.

Gates & fences.

The development is proposed to be a gated community. There will be a keypad entry for cars and pedestrians. The gate is located far enough back from Willoughby Road that sufficient space for vehicle staging off of the roadway is available. Placing the gate further back from the roadway separates and slows vehicles that will be crossing the Sycamore Trail. Staff suggests that the developer provide pavement markings or other appropriate means within the drive to alert motorists to the presence of pedestrians using the trail.

A fence is also proposed between the development and the pond. This fence will be decorative in nature, but will have the impact of preventing access to the pond. This is for safety reasons, as previously discussed during the concept plan review. The existing chain link fence located along Willoughby Road will be removed and replaced with a 4’ high decorative fence, such as is illustrated on sheet L2 of the plan set. Additional fencing may be placed elsewhere on site, if deemed appropriate, and may be discussed during the site plan review

process.

In residential PD’s open space is required.

Willoughby Estates provides 54% open space. This exceeds the required 25%.

More open space is encouraged by providing a density bonus.

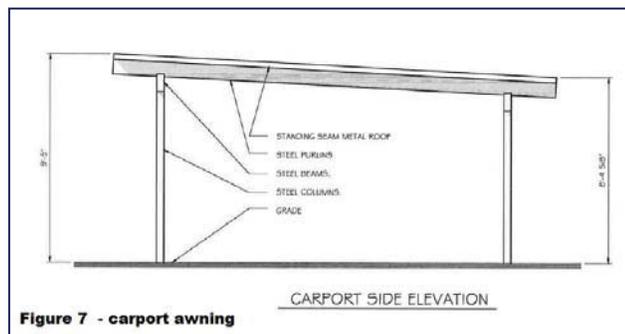
Because the project provides 54% open space, the developer could develop at a density of up to 7.2 units per acre (upa), which would be a density bonus of 20%. The ZO’s density bonus information is presented in the table below:

Open Space Provided	Entitled to Density Bonus of:	Potential Impact on Density within Willoughby Estates
>25% but <30%	Additional 5% density	6 upa + 5% = 6.3 upa
>30% but < 40%	Additional 10% density	6 upa + 10% = 6.6 upa
>40% but < 45%	Additional 15% density	6 upa + 15% = 6.9 upa
>45%	Additional 20% density	6 upa + 20% = 7.2 upa

The by-right density of 6 upa is permitted in the RM zoning district. The developer is proposing 269 upa, which is a density of 6.7 upa. By providing 54% open space, they could potentially develop 288 units on this site. Therefore, based on the amount of open space provided, the proposed density is well within the possible density permitted when the open space bonus is applied.

Cars.

The parking calculation requirements of the ZO would typically require a total of 490 parking spaces on the site, including the residential uses and the clubhouse. The developer proposes to provide 472 spaces total. This is probably a reasonable accommodation to make within the PD approval process. Many of the people who will use the clubhouse will walk there from nearby buildings.



Furthermore, all of the rental cottages have their own garages, as well as driveways where residents will park. Parking within the driveways is not included in the parking calculations provided. If these driveway spaces are included in the overall parking calculation, it increases

the total available parking spaces by approximately 36. If these spaces are counted towards the total, the available parking exceeds the 490 required. That said, these spaces were not included in the total count because a few of them are shorter than the normal parking spot length of 18'. However, from a practical standpoint, many people have small cars that will fit nicely in these spots. The townhomes and 2-unit raised flats also have their own garages. The raised flats have extra garages that can be used by other residents of the development.

A total of 127 of the parking spaces, located adjacent to the 3-story apartment buildings, will be covered by carport awnings. The carports are not enclosed, but rather will just have roofs. This will enable management to easily see within the carports and maintain them in a clean and orderly manner. Figure 7 is a line drawing of the proposed car ports, and their locations are shown on sheet C2 of the plan set.

Pedestrians.

The Sycamore Trail is located on Willoughby Road adjacent to the proposed development. The Concept Plan shows sidewalks within the development and a connection to the trail.

Development entry sign.

Figure 8 shows the proposed development entry sign for the project. Normally, the ZO permits one such sign per entrance. The applicant has requested that two of these be permitted, one on each side of the development entrance. The sign is a part of the proposed entrance landscaping and would be arranged at an approximate 45° angle to the roadway. The sign within the landscape wall would be approximately 28.04 SF in size. The ZO normally permits the sign to be up to 32 SF in size.

Brownfield.

This property is a Brownfield site. The Township Board unanimously approved a Brownfield Plan, as recommended by the Delhi Brownfield Redevelopment Authority (BRA), at their meeting on May 4th. The Brownfield Plan will provide the developer with reimbursement for certain costs associated with addressing the limited environmental impacts present on the site. This clean up, and reimbursement through the BRA for the same, will not occur if the development does not go forward.

The developer has completed environmental site assessment of the property. The Phase I investigation revealed that soil and groundwater contamination from historical operations on the property are present. Furthermore, that there is the potential for additional contamination associated with fill material that was previously buried on the site. An excerpt from the Phase I assessment is included as "exhibit C" to this report.

Required PD findings.

The PC must make specific findings prior to action on the PD. Below are those findings pursuant to Section 5.23.7(6) of the ZO, as well as some general information or discussion relevant to each.

The proposed Planned Development will provide a recognizable and substantial benefit to the community per Section 5.23.2

Possible benefits of the proposed PD:

- The project will result in the long term protection of natural resources and feature including the following:
 - The preservation of 54% of the site as permanent open space. Notably, the ponds and entire area to the east of the pond shall be maintained in its current natural state.
 - Many of the existing trees will be preserved.
 - The project will enable the environmental clean-up of the site; resulting in the mitigation or removal of contaminated soils and groundwater.
 - The project will properly treat storm water before it leaves the site.
- Creation of significant amount of contiguous permanent open space.
 - The ponds and entire area east of same will be maintained as permanent open space. There is also significant permanent open space surrounding the green drain.
- Elimination or significant reduction in the degree of nonconformity to the zoning ordinance of existing uses or structures.
 - The site is currently vacant. The proposed development is consistent with the Township's Master Plan and Zoning Ordinance. The remnants of the prior industrial use of the site are still present on the site and will be removed as a result of the proposed development.
- Implementation of the Townships Comprehensive Development Plan (Master Plan) or other formally adopted plan(s).
 - The proposed project is consistent with the High Density Residential designation shown on the Future Land Use Map.
 - The proposed project will help to implement the High Density Residential goals and objectives found in the Master Plan.

The requested modifications to the zoning standards stated in the Ordinance result in a higher quality of development than otherwise permitted;

- Collectively, the requested modifications necessary to accomplish this development are

limited in number and scope. The variance table provided on the plan set, if accepted, will enable the development to occur as shown in the PD application. The proposed project is of higher quality than what would normally be permitted “by right” in the RM: Multi-family zoning district.

That the final site plan, except for approved modifications proposed for the Planned Development, is in compliance with the Township Zoning Ordinance, including modifications allowed by this Section.

- The final PD plan, as submitted, is in compliance with the ZO. The modifications permitted by the PD section of the ZO are clearly delineated and will enhance the development. If the PD is approved, the project will still require final site plan review and approval, since there are specific utility layouts and other details that will require specialized review. This site plan review process will be evaluated in relation to the action on this PD in terms of verifying zoning compliance. The site plan will require final approval by the PC, but will not vary in any significant way from what is presented in the approved PD plans and application.

Recommended motion.

Move that, subject to the provisions of Section 5.23.2 of the Delhi Charter Township Zoning Ordinance, the Planning Commission hereby finds that the proposed development, known as Willoughby Estates, results in a recognizable and substantial benefit both to the community and to the ultimate users of the site, including the following:

- 1. The long-term protection and preservation of natural resources and natural features including the preservation of the pond and land to the east in its natural state, and**
- 2. Enabling the remediation of soil and groundwater contamination present on the site, and**
- 3. the creation of approximately 21.66 acres of permanent open space, not including the ponds, representing approximately 54% of the acreage within the proposed development, and implementation of the Township Master Plan via the development of high quality and unique high density residential development, while at the same time preventing the conversion of non-urbanized land in outlying areas of the community; and**

that the requested modifications from the Delhi Charter Township Zoning Ordinance as presented in the application and plans will result in a higher quality development and that the PD is in compliance with the Zoning Ordinance, including any permitted modifications, and recommend approval to the Township Board of the Willoughby Estates project consisting

of 40.13 acres located on Willoughby Road and comprised of parcel's identified as 33-25-05-11-452-001, 004 & 005 pursuant to the standards and requirements set forth in Section 5.23.2 and Section 5.23.3 of the Zoning Ordinance. This action will have the same effect as a rezoning, changing the property's zoning district designation from RM: Multi-Family to PD-3, subject to the following conditions:

1. All of the dimensional deviations from the underlying zoning are consistent with Planned Development section of the Zoning Ordinance and have been clearly indicated on the site plan, and
2. that the Township Zoning Map be amended to represent the subject property as "PD-3" and that the district regulations specific to this Planned Development will be as specifically approved and presented on the final plans presented to the Director of Community Development, and
3. that the Township and the Developer shall execute a Planned Development Agreement, pursuant to Section 5.23.8(6) of the Zoning Ordinance prior to the commencement of any site improvements, and
4. that the following conditions shall be satisfied prior to approval of the final site plan for this project and carry forward as part of this approval:
 - a. requirements set forth by the Ingham County Road Department be met
 - b. that a secondary emergency access point be provided which satisfies the requirements of the Delhi Fire Chief
 - c. all washing of vehicles/dogs/etc. must occur within the fully enclosed building designated for said purposes and as shown on the plan
 - d. the compliance table and variance table provided on the cover sheet of the PD plan set is incorporated by reference and is a part of this approval.

EXHIBIT A

VARIANCE TABLE		
Relevant Zoning Ordinance Section Reference	Requirement	Proposed Modification in the PD
5.7.7(2)(b) Dimensional Requirements, Building Location	No building in a multiple housing development may be located closer than one hundred feet (100') to the center of the road right-of-way of an arterial street (primary road)	Permit the southeast corner of proposed Building A to be located 85' from the center of Willoughby Road, a county primary road. The average setback for Building A is 132 feet. Ornamental fence and a landscape screen are provided.
5.7.7(3)a Maximum Building Height	Accessory buildings shall not exceed a height of fifteen feet. Height of building is defined as The vertical distance measured front the mean elevation of the finished grade line of the ground about the front of the building to the mean height level between eaves and ridge of gable, hip and gambrel roofs.	Permit the Club House to exceed the accessory height requirement. The proposed height is 33 feet at the middle of the ridge on the tower of the Club House and 27 feet to the ridge on the other portions of the roof.
5.7.7(5)b Minimum Lot Width	Minimum lot width of 66 feet along the street where the private drive will exit.	Permit the cottage units to have a minimum width of 48' at the building line.
5.7.8(9)a Landscape	Landscaping for parking areas of 25 or more vehicles. This shall be accomplished throughout the parking area on the basis of 200 square feet of landscape area for each 25 parking spaces.	Permit required landscaping on the perimeter of parking areas as shown because of the linear nature of the parking provided.
6.9.9 (B) Signs Permitted by Zoning District	Number: One (1) per major entrance Size: Thirty-two (32) square feet	Number: Two (2) at major entrance Size: Each sign falls within the allowable size. 2x28 =56 SF total See Sheet L2 of Landscape Plan
7.1.9 (A)2 7.1.9(B)7 Required parking space ratios	Units with two or more bedrooms must have two spaces per unit; units with only one bedroom must provide one and one-half spaces for each unit. Auditoriums one space per four people at maximum capacity.	Calculations: <ul style="list-style-type: none"> • 1 Bedroom Units = 117 (176 spaces required) • 2+ Bedroom Units = 152 (304 spaces required) • Clubhouse estimated capacity = 40 persons (10 spaces required) • Total required 490 Permit a total of 472 spaces. There are an additional 24 spaces within the fence at the storage building.

COMPLIANCE TABLE

Relevant Zoning Ordinance Section Reference	Requirement	Proposed Modification in the PD
5.7.7(2)(a) Dimensional Requirements, Building Height	For each 1' a building is over 35' in height, and addition 1' of setback shall be added from each side.	Consider the elevator/staircase tower an architectural feature pursuant to Section 6.5.1(2) which is a permitted exemption to the maximum height.
5.7.7(3)a Maximum Building Height	Maximum building height of three stories, but not exceeding thirty-five feet.	Consider the elevator/staircase tower an architectural feature pursuant to Section 6.5.1(2) which is a permitted exemption to the maximum height.
5.7.8 (8) Recreation and Community Area	Minimum of 100 square feet per bedroom and no less than 1,200 square feet for recreational use.	<p>Calculations:</p> <ul style="list-style-type: none"> • 1 bedroom apartments = 117 • 2 bedroom apartments = 126 • 2 bedroom townhouses = 8 • 2 bedroom cottages = 11 • 3 bedroom cottages = 7 <p>Total 428 bedrooms. 428x100 = 42,800 SF (0.98 acres) of recreational space required.</p> <ul style="list-style-type: none"> • Club House, Pool, Dog Park = 87,065 SF • Picnic Area = 9,494 SF • Picnic Area = 7,530 SF <p>Total recreational space provided = 104,089 SF (2.39 acres)</p>
5.20.7 (2) d Carports	Parking for multi-family developments may be contained in carports.	127 spaces are provided within carports.
5.23.7d and e Residential open space within PD	Planned developments shall provide a minimum of 1200 square feet of common open space per dwelling unit and at least one acre contiguous common open space. Submerged land areas do not count.	<p>Calculations:</p> <ul style="list-style-type: none"> • Impervious area (buildings, walks, parking, and drives) = 455,060 SF (10.45 acres) • Water = 349,598 SF (8.03 acres) • Pervious area = 943,618 SF (21.66 acres) • Total Site = 1,748,276 SF (40.13 acres) <p>Percent pervious open space = 54.0% The proposed plan includes 269 dwelling units, requiring 322,800 square feet of open space. The plan shows 943,608 SF square feet of open space, excluding the pond area.</p>

<p>5.23.7h Allowable dwelling units within PD</p>	<p>PD developments providing more than 45 percent open space shall be entitled to an additional 20 percent of the number of dwelling units otherwise permitted.</p>	<p>Calculations:</p> <ul style="list-style-type: none"> • Impervious area (buildings, walks, parking, and drives) = 455,060 SF (10.45 acres) • Water = 349,598 SF (8.03 acres) • Pervious area = 943,618 SF (21.66 acres) • Total Site = 1,748,276 SF (40.13 acres) <p>The plan proposes 269 dwelling units on 40.13 acres, a density of 6.71. This is an increase of 29 above the ordinance required density of 6.0 units per acre and is within the allowable number of 288 based on the increase of 20% over the allowable.</p>
<p>6.10.1.5 Buffer Zones – Type C 6.10.3.8 (1), (2) Waiver of Screen Requirement</p>	<p>Buffer zones shall be required between zoning districts. Waiver: Delhi Charter Township determines that adequate existing screen on-site already exists or that such landscape screening shall not be required in a buffer or Greenbelt situation.</p>	<p>Waiver of screen requirements due to existing berm and vegetation per Section 6.10.3.8 (1) and (2). See Sheet L1 of Landscape Plan.</p>
<p>6.10.1.6 Greenbelts 6.10.3.8 (2) Waiver of Screen Requirement</p>	<p>Greenbelts shall be required where a developed parcel abuts a public thoroughfare. Waiver: Delhi Charter Township determines that adequate existing screen on-site already exists or that such landscape screening shall not be required in a buffer or Greenbelt situation.</p>	<p>Reduce the L.F. of required Greenbelt by the L.F. of existing vegetation. See Sheet L1 of Landscape Plan. The combination of existing and proposed landscape will meet the requirement.</p>
<p>Variance 2 6.13.8a Minimum standards for private roads</p>	<p>Private roads shall have right of way easements a minimum of 60 feet wide containing thirty feet of roadway pavement width measured between the faces of both curbs. If more than 50 homes are using the roadway, the easement shall be a minimum of 66 feet and contain 36 feet of pavement width.</p>	<p>Access to the dwelling units is provided by private driveways.</p>

**EXHIBIT B: Summary of Planning Commission Input from Meeting on March 28, 2016
Regarding the Concept Plan for Willoughby Estates Planned Development**

1. Include a comprehensive listing of ALL proposed deviations from standard ZO provisions. Specifically cite each section to which a deviation is being sought. Staff recommends including a table, such as the one below (example only!).
2. Provide specific information regarding the height of all proposed buildings within the development.
3. Provide specific information regarding the cold storage area, including renderings, layout, fencing, screening, etc.
4. Provide specific information about the dog park, picnic and playground areas.
5. Provide specific information about the car and dog washing areas, particularly how these will be used and when. Also, include details about how runoff wash water will be contained and treated.
6. Address trash disposal.
7. Provide a site lighting plan that includes photometric information and information about trespass light and the direction of cast light.
8. Provide details regarding the required greenbelt, parking lot landscaping and buffers. Provide "typical" for proposed landscaping around buildings, etc.
9. Provide specific details about the location and size of open space provided in the project. Provide an open space calculation that demonstrates justification for the desired density bonus.
10. Consider whether or not the 31' wide travel lanes is necessary within the development, or if this could be reduced.
11. Take a close look at the non-motorized/pedestrian circulation system and maximize opportunities for residents. The site's location on the Sycamore Trail is a significant asset that should be maximized.
12. Provide an explanation regarding the fencing around the lake and the idea of limiting access to same.

13. Provide information about what will occur on the property located to the east of the pond.
14. Provide “line of sight” information from the east, west and north (looking toward the project) so that people can “see” what the three story buildings will look like.
15. Provide information about existing vegetation on the site and what will be preserved and what will be removed.
16. Provide a statement regarding the benefit the development will provide to the community as a whole.
17. Provide information about property maintenance, ongoing management, ownership plans, etc.
18. Supply the market survey for the project and explain why this is important/relevant to the proposed development.
19. Provide a summary of the existing environmental conditions present on the site.
20. Provide more information about why the community will be gated and why this is preferable to an “open community” concept.
21. Provide information regarding the estimated total investment.

EXHIBIT C

Phase I Environmental Site Assessment
4184 E. Willoughby Road, Holt, Michigan
March 14, 2016



1.0 EXECUTIVE SUMMARY

Triterra completed a Phase I Environmental Site Assessment (ESA) for three parcels of land located at 4184 E. Willoughby Road in Holt (Delhi Charter Township), Michigan (the Property). Two of the parcels correspond with addresses 4184 and 4136 E. Willoughby Road. One of the parcels has no corresponding address. For the purpose of this report, the entire subject Property will hereinafter be referred to as 4184 E. Willoughby Road. The Phase I ESA was conducted on behalf of Willoughby Estates, LLC for its planned \$38 Million Multi-Family redevelopment of the subject Property.

The Phase I ESA was conducted in conformance with the requirements of American Society for Testing and Materials Designation: E 1527-13 *Phase I Environmental Site Assessment Process*. The Phase I ESA included reviewing standard federal, state, and tribal environmental records; standard historical records; and interviews to investigate past and current land uses at the Property and adjacent properties. Triterra personnel also inspected the Property to identify and record recognized environmental conditions (RECs).

Based on Triterra's review of historical information, gravel mining activities began at the Property as early as 1940. By 1950, the area of mining on the Property significantly increased and influenced the formation of the quarry pond. A house was built in the southeast Property corner in 1951. Concrete production operations began in approximately 1964 in the central portion of the Property when a manufacturing building was constructed. A warehouse building was constructed in 1972 but blew down in 1996. In 1989, a modular office was placed south from the manufacturing building. In 1999, a storage building was constructed onto the north side of the modular office. Operations continued until approximately 2003. In 2004, the house was removed from the Property and the basement backfilled. The manufacturing plant buildings were razed in 2006. The Property has since been vacant land aside from concrete slab foundations after the manufacturing plant was demolished.

The Phase I ESA has revealed the following RECs in connection with the Property:

- **The documented presence of soil and groundwater contamination from historical operations at the Property (Sections 4.2, 4.3.4 and 5.1).**
- **The potential for additional contamination associated with additional subsurface fill material at the former residential building located on the Property (Section 5.1 and 6.2.8).**

Triterra identified no limitations or data gaps that would impair the ability to identify RECs in connection with the Property.

It is the Environmental Professional's opinion that additional site investigation is needed to determine if additional contamination is present on the Property.





DELHI CHARTER TOWNSHIP
DEPARTMENT OF COMMUNITY DEVELOPMENT
2074 AURELIUS ROAD HOLT MI 48842
PH: (517) 694-8281 FX: (517) 694-1289

PD No: PD-3
Fee: \$3,205.00
Rec'd: 3/9/16

PLANNED DEVELOPMENT APPLICATION

Applicant: Willoughby Estates LLC

Address: 1300 Holt Road
Mason, MI 48854

Ph: 517-719-7416 Fx: N/A

E-mail: swieland@swielandbuilds.com

Property Owner: Delhi Charter Township DDA
(If Different than Applicant)

Address: 2045 Cedar Street
Holt, MI 48842

Ph: 517-699-3866 Fx: 517-699-3878

E-mail: howard.haas@delhitownship.com

Property Parcel ID #: 33-25-05-11-452-001, 004

Present Use: Vacant

Present Zoning District: RM: Multi-family

Parcel Area (Acres): 40.13

Development Name: Willoughby Estates

Proposed Use: Mixed Use Residential

Proposed Density: 6.7 units per area

Proposed Open Space: 35.8 acres

Development Details:

Type of Dwelling Units: 243 Apartments, 8 Townhouses, 18 Lots

No. of Dwelling Units: 269

Building Size (Range): Apartment - 3 story, 33 units, Townhouse - 2 four unit buildings.

Development Type (i.e. Plat, Condo): Mixed use residential No. of Phases: 1

Estimated Construction Start Date: June 1, 2016 Estimated Completion Date: December 31, 2017

Did you have a preliminary meeting with the Director of Community Development prior to submitting this application? Yes

If yes, Date of meeting: DDA 20160203

How does this project specifically achieve the goals and objectives of the Delhi Charter Township Master Plan?

The project provides for the redevelopment of an previously developed industrial site (cement plant) with a walkable residential development with access to the Sycamore Trail.

Submit building elevations sufficient to demonstrate architectural and proposed building materials.

I hereby grant Delhi Charter Township personnel, involved with the review of this request, permission for reasonable entry onto the above property for investigation specifically related to this request.

Applicant's Signature: [Signature] Date: 2-7-16

Owner's Signature: [Signature] Date: 3-8-16

By signing above, as the property owner, I hereby grant permission for the applicant listed to request development approval for the project presented in this application.

Willoughby Estates

Delhi Township, Holt MI

Benefits

Willoughby Estates is a \$38 million gated master plan apartment community located on 4184 Willoughby Road in Holt Mi. It has a mixture of 269 rental options and offers the residents a choice between cottage homes, townhouse living or barrier free apartments. Each residence has its own unique style and layout.

Willoughby Estates offers peaceful country living and is the areas only gated environment. It is a true compliment to the surrounding community with well-kept neighborhoods where families feel safe and the ability to relax with your neighbors really matters. Also located on the property is a large pond which runs the entire depth of the east side of the property. This pond provides a beautiful natural buffer from the neighborhoods to the east and with restricted access to the water, a peaceful nature feature to watch.

The front entrance gates of Willoughby Estates will bring a sense of arrival and privilege. There is a card and key pad access control for entry throughout the day, but the gate is open during the morning and evening commute to ease the flow of traffic.

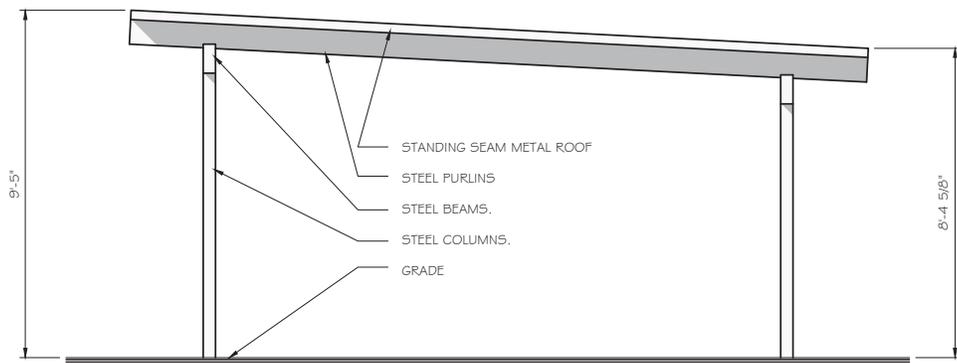
Onsite amenities offer the residence a modern style clubhouse and meeting room with a business center. Also included is a game area along with a 24/7 card access fitness and workout building. For those beautiful Michigan days, residents can relax at the family pool and watch the kids play at the playground or perhaps grill a burger under the pavilion or enjoy the many grilling stations around the grounds.

If you're a dog owner, you'll love living at Willoughby Estates as we have separate large dog and small dog enclosed areas where your canine friend can run loose and enjoy the company of other dogs. After your time at the park, stroll to the dog wash where a quick bath awaits.

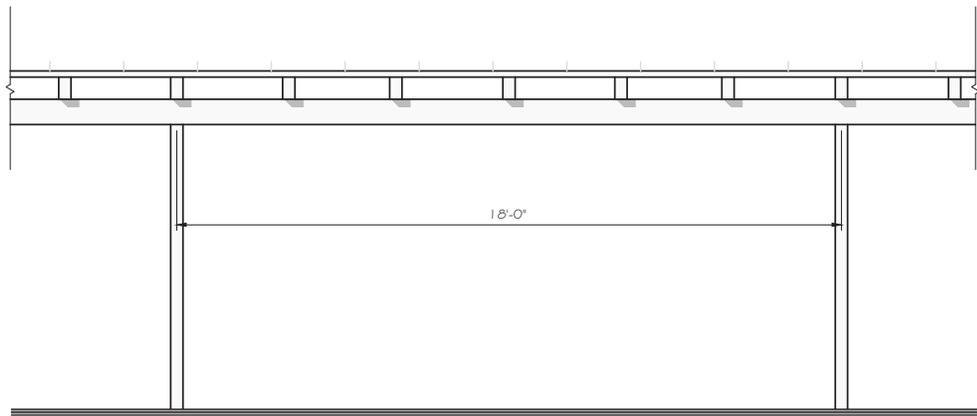
Other amenities include an onsite area to wash and vacuum your car or truck. There is additional mini-storage for the extra items in your life and a secured area to park your Jet Ski, boat or camper.

As an additional benefit, Willoughby Estates will also generate more than a half a million dollars a year in local and state property taxes and will provide millions of dollars to the local businesses.

Come Home to Willoughby Estates.

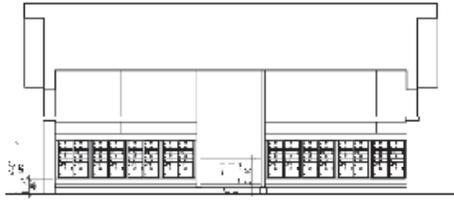


CARPORT SIDE ELEVATION

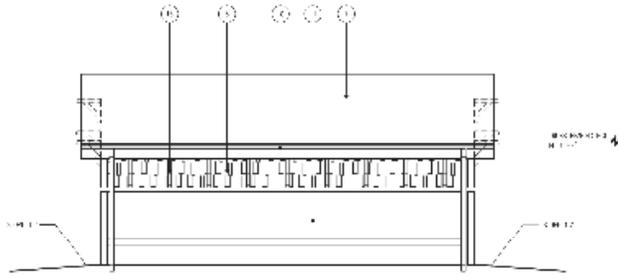


CARPORT SIDE FRONT ELEVATION

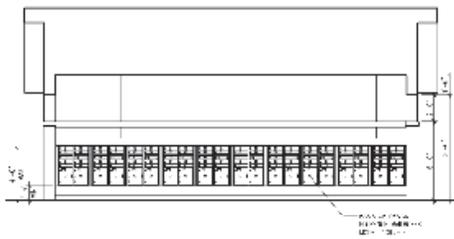
Willoughby Estates Mail Kiosk Schematic Design



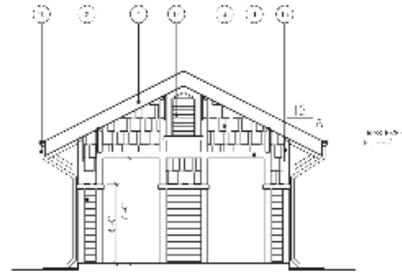
6 INTERIOR ELEVATION
SCALE: 1/8" = 1'-0"



3 MAIL KIOSK SIDE ELEVATION
SCALE: 1/8" = 1'-0"

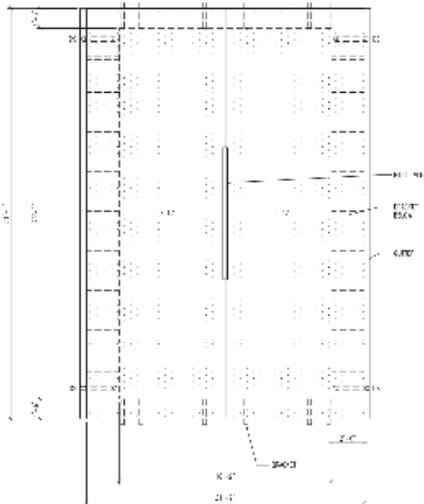


5 INTERIOR ELEVATION
SCALE: 1/8" = 1'-0"

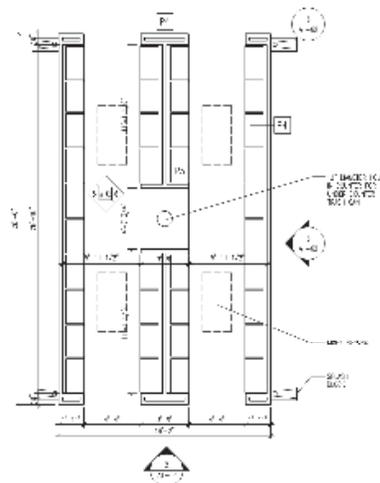


2 MAIL KIOSK FRONT & REAR ELEVATION
SCALE: 1/8" = 1'-0"

REVISION	SUMMARY
1	ADDED MAILBOXES
2	REVISED MAILBOXES



4 MAIL KIOSK ROOF PLAN
SCALE: 1/8" = 1'-0"



1 MAIL KIOSK FLOOR PLAN
SCALE: 1/8" = 1'-0"

REVISION	SUMMARY
1	ADDED MAILBOXES
2	REVISED MAILBOXES



Examples of Apartment Buildings in Delhi Township

5-Story Apartment Building

Tamarack Apartments

4400 Holt Road



Full 3-Story Apartment Building

Delhi Stratford Place

2385 Cedar Park Drive



Garden 3-Story Apartment Buildings

South Square Apartments

2455 Aurelius Road



Sugar Pine Apartments

2342 Aurelius Road



Holt Manor

2371 Aurelius Road



Whispering Pines Apartments

2141 Aurelius Road



Old Orchard Apartments

4330 Keller Road

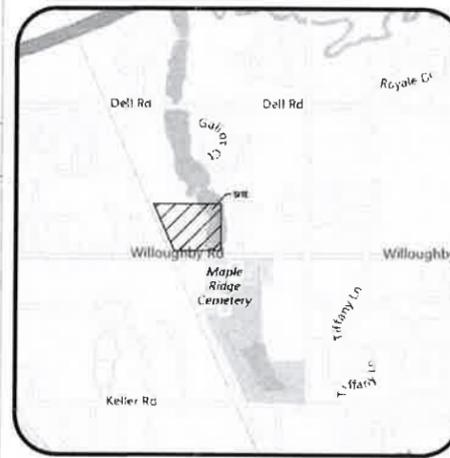


PLANS FOR PLANNED DEVELOPMENT OF WILLOUGHBY ESTATES, LLC

DATE	DESCRIPTION	BY
REVISIONS/SUBMITTALS		

COMPLIANCE TABLE			VARIANCE TABLE		
Relevant Zoning Ordinance Section Reference	Requirement	Proposed Modification in the PD	Relevant Zoning Ordinance Section Reference	Requirement	Proposed Modification in the PD
5.7.7(2)(a) Dimensional Requirements, Building Height	For each 1' a building is over 35' in height, and addition 1" of setback shall be added from each side.	Consider the elevator/staircase tower an architectural feature pursuant to Section 6.5.1(2) which is a permitted exemption to the maximum height.	5.7.7(2)(b) Dimensional Requirements, Building Location	No building in a multiple housing development may be located closer than one hundred feet (100') to the center of the road right-of-way of an arterial street (primary road)	Permit the southeast corner of proposed Building A to be located 85' from the center of Willoughby Road, a county primary road. The average setback for Building A is 132 feet. Ornamental fence and a landscape screen are provided.
5.7.7(3)a Maximum Building Height	Maximum building height of three stories, but not exceeding thirty-five feet.	Consider the elevator/staircase tower an architectural feature pursuant to Section 6.5.1(2) which is a permitted exemption to the maximum height.	5.7.7(3)a Maximum Building Height	Accessory buildings shall not exceed a height of fifteen feet. Height of building is defined as the vertical distance measured from the mean elevation of the finished grade line of the ground about the front of the building to the mean height level between eaves and ridge of gable, hip and gambrel roofs.	Permit the Club House to exceed the accessory height requirement. The proposed height is 33 feet at the middle of the ridge on the tower of the Club House and 27 feet to the ridge on the other portions of the roof.
5.7.8 (8) Recreation and Community Area	Minimum of 100 square feet per bedroom and no less than 1,200 square feet for recreational use.	Calculations: <ul style="list-style-type: none"> 1 bedroom apartments = 117 2 bedroom apartments = 126 2 bedroom townhouses = 8 2 bedroom cottages = 11 3 bedroom cottages = 7 Total 428 bedrooms. 428x100 = 42,800 SF (0.98 acres) of recreational space required. <ul style="list-style-type: none"> Club House, Pool, Dog Park = 87,065 SF Picnic Area = 9,494 SF Picnic Area = 7,530 SF Total recreational space provided = 104,089 SF (2.39 acres)	5.7.7(3)a Maximum Building Height	Accessory buildings shall not exceed a height of fifteen feet. Height of building is defined as the vertical distance measured from the mean elevation of the finished grade line of the ground about the front of the building to the mean height level between eaves and ridge of gable, hip and gambrel roofs.	Permit the Club House to exceed the accessory height requirement. The proposed height is 33 feet at the middle of the ridge on the tower of the Club House and 27 feet to the ridge on the other portions of the roof.
5.20.7 (2) d Carports	Parking for multi-family developments may be contained in carports.	127 spaces are provided within carports.	5.7.7(5)b Minimum Lot Width	Minimum lot width of 66 feet along the street where the private drive will exit.	Permit the cottage units to have a minimum width of 48' at the building line.
5.23.7d and e Residential open space within PD	Planned developments shall provide a minimum of 1200 square feet of common open space per dwelling unit and at least one acre contiguous common open space. Submerged land areas do not count.	Calculations: <ul style="list-style-type: none"> Impervious area (buildings, walks, parking, and drives) = 455,060 SF (10.45 acres) Water = 349,598 SF (8.03 acres) Pervious area = 943,618 SF (21.66 acres) Total Site = 1,748,276 SF (40.13 acres) Percent pervious open space = 54.0% The proposed plan includes 269 dwelling units, requiring 322,800 square feet of open space. The plan shows 943,608 SF square feet of open space, excluding the pond area.	5.7.8(9)a Landscape	Landscaping for parking areas of 25 or more vehicles. This shall be accomplished throughout the parking area on the basis of 200 square feet of landscape area for each 25 parking spaces.	Permit required landscaping on the perimeter of parking areas as shown because of the linear nature of the parking provided.
5.23.7h Allowable dwelling units within PD	PD developments providing more than 45 percent open space shall be entitled to an additional 20 percent of the number of dwelling units otherwise permitted.	Calculations: <ul style="list-style-type: none"> Impervious area (buildings, walks, parking, and drives) = 455,060 SF (10.45 acres) Water = 349,598 SF (8.03 acres) Pervious area = 943,618 SF (21.66 acres) Total Site = 1,748,276 SF (40.13 acres) The plan proposes 269 dwelling units on 40.13 acres, a density of 6.71. This is an increase of 29 above the ordinance required density of 6.0 units per acre and is within the allowable number of 288 based on the increase of 20% over the allowable.	6.9.9 (8) Signs Permitted by Zoning District	Number: One (1) per major entrance Size: Thirty-two (32) square feet	Number: Two (2) at major entrance Size: Each sign falls within the allowable size. 2x28 = 56 SF total See Sheet L2 of Landscape Plan
6.10.1.5 Buffer Zones - Type C	Buffer zones shall be required between zoning districts.	Waiver of screen requirements due to existing berm and vegetation per Section 6.10.3.8 (1) and (2). See Sheet L1 of Landscape Plan.	7.1.9 (A)2 Required parking space ratios	Units with two or more bedrooms must have two spaces per unit; units with only one bedroom must provide one and one-half spaces for each unit. Auditoriums one space per four people at maximum capacity.	Calculations: <ul style="list-style-type: none"> 1 Bedroom Units = 117 (176 spaces required) 2+ Bedroom Units = 152 (304 spaces required) Clubhouse estimated capacity = 40 persons (10 spaces required) Total required 490 Permit a total of 472 spaces. There are an additional 24 spaces within the fence at the storage building.
6.10.3.8 (1), (2) Waiver of Screen Requirement	Waiver: Delhi Charter Township determines that adequate existing screen on-site already exists or that such landscape screening shall not be required in a buffer or Greenbelt situation.	Waiver: Delhi Charter Township determines that adequate existing screen on-site already exists or that such landscape screening shall not be required in a buffer or Greenbelt situation.			
6.10.1.6 Greenbelts	Greenbelts shall be required where a developed parcel abuts a public thoroughfare.	Reduce the L.F. of required Greenbelt by the L.F. of existing vegetation. See Sheet L1 of Landscape Plan. The combination of existing and proposed landscape will meet the requirement.			
Variance 2 6.13.8a Minimum standards for private roads	Private roads shall have right of way easements a minimum of 60 feet wide containing thirty feet of roadway pavement width measured between the faces of both curbs. If more than 50 homes are using the roadway, the easement shall be a minimum of 66 feet and contain 36 feet of pavement width.	Access to the dwelling units is provided by private driveways.			

4184 WILLOUGHBY ROAD
DELHI TOWNSHIP, MI



SITE LOCATION MAP
NOT TO SCALE
LOCATION MAP

LEGEND

(E) SPOT ELEVATION	(P) SPOT ELEVATION
(E) 1' CONTOURS	(P) 1' CONTOUR
(E) 5' CONTOURS	(P) 5' CONTOUR
(E) GAS LINE	(P) GAS LINE
(E) TELEPHONE LINE	(P) TELEPHONE LINE
(E) ELECTRIC LINE	(P) ELECTRIC LINE
(E) STORM DRAIN	(P) STORM DRAIN
(E) SANITARY SEWER	(P) SANITARY SEWER
(E) WATER MAIN	(P) WATER MAIN
(E) CHAIN LINK FENCE	(P) CHAIN LINK FENCE
(E) WOOD FENCE	(P) WOOD FENCE
(E) WATER WELL	(P) GUARD RAIL
(E) FIRE HYDRANT	(P) FIRE HYDRANT ASSEMBLY
(E) WATER VALVE	(P) WATER MAIN VALVE
(E) SANITARY MANHOLE	(P) WATER MAIN BEND
(E) STORM MANHOLE	(P) WATER MAIN REDUCER
(E) CATCHBASIN	(P) CURB INLET
(E) CULVERT	(P) CATCH BASIN
(E) LIGHT POLE	(P) TRENCH DRAIN
(E) UTILITY POLE	(P) FLARED END SECTION
(E) SIGN	(P) MANHOLE
(E) MAILBOX	(P) LIGHT POLE
(E) CONIFEROUS TREE	(P) SANITARY SEWER CLEANOUT
(E) DECIDUOUS TREE	(P) UTILITY CROSSING
(P) SIDE SLOPE	(P) BUILDING WALLPACK
(P) DRAINAGE SWALE	(P) SIGN
(P) DRAINAGE FLOW ARROW	(P) PARKING COUNT
(P) RIP RAP	(P) BARRIER-FREE PARKING
LOW POINT	(P) BARRIER-FREE VAN ACCESSIBLE
HIGH POINT	(P) TRAFFIC FLOW
FINISH FLOOR	(P) MODIFIED CURB & GUTTER
BENCHMARK	(P) REGULAR CURB & GUTTER
WATER SURFACE	(P) SCREEN WALL OR RETAINING WALL
GRADE BREAK	
(P) HEAVY DUTY ASPHALT AREA	
(P) LIGHT DUTY ASPHALT AREA	
(P) CONCRETE SURFACE	
(P) AGGREGATE SURFACE	
(P) DRAINAGE BASIN BOUNDARY	
(P) BASIN DESIGNATION	
(P) BASIN AREA IN ACRES	

NOTE:
(E) - INDICATES EXISTING
(P) - INDICATES PROPOSED

INDEX

- C COVER
- C1.0 TOPOGRAPHIC SURVEY
- C2.0 PLANNED DEVELOPMENT SITE PLAN
- C3.0 SIGHT LINE PLAN
- C3.1 SIGHT LINE CROSS SECTIONS
- E1.0 SITE LIGHTING PLAN
- L1-L5 LANDSCAPE PLANS AND DETAILS
- ARCHITECTURAL PLANS
- T1.1 RENDERING



LEGAL DESCRIPTION:

TAX ID: 33-25-05-11-452-001
 (D 11-40-1 11-30-1) BEG ON S SEC LN AT PT 1700 FT W OF SE COR SEC 11, TH W 685 FT ALG SEC LN TO INT W/ ELY LN MCR R/W, TH NWLY 823 FT ALG ELY R/W LN TO INT W/ N-S 1/4 LN, TH N 236 FT, TH ELY 558 FT, TH SELY TO BEG; ALSO SE 1/4 OF SW 1/4 LYING N & E OF MCR R/W, SEC 11, T3N R2W.

TAX ID: 33-25-05-11-452-004
 (D 11-40) SW 1/4 OF SE 1/4 OF SEC 11, EXC BEG ON S SEC LN 1700 FT W OF SE COR OF SEC 11, TH W 685 FT ALG S SEC LN TO ELY LN OF MCR R/W, TH NWLY 823 FT ALG ELY R/W LN TO N-S 1/4 LN SEC 11, TH N 236 FT, TH ELY 558 FT, TH SELY TO POB; ALSO EXC A POL IN SE COR OF SW 1/4 OF SE 1/4 OF SEC 11 BEING 363 FT N & S BY 160 FT E & W, ALSO EXC THAT PT OF SW 1/4 OF SE 1/4 OF SEC 11 LYING SW OF NELY LN OF MCR R/W, SEC 11, T3N R2W.

TAX ID: 33-25-05-11-452-005
 (D 11-40-3 A POL OF LAND IN SE COR OF SW 1/4 OF SE 1/4 OF SEC 11 BEING 363 FT N & S BY 160 FT E & W, SEC 11, T3N R2W, 1.34 AC M/L.

TREE INVENTORY

TREE NO.	TYPE	SIZE	CANOPY	CONDITION
1029	POPLAR	12"	15'	GOOD
1032	POPLAR	12"	15'	GOOD
1037	POPLAR	6"	9'	GOOD
1038	POPLAR	6"	9'	GOOD
1041	POPLAR	6"	9'	GOOD
1042	POPLAR	6"	9'	GOOD
1056	WILLOW	12"	40'	GOOD
1067	WILLOW	12"	40'	GOOD
1071	POPLAR	15"	35'	GOOD
1082	SPRUCE	6"	10'	GOOD
1083	SPRUCE	6"	10'	GOOD
1088	SPRUCE	6"	10'	GOOD
1089	SPRUCE	6"	15'	GOOD
1090	OAK	8"	12'	GOOD
1091	SPRUCE	6"	12'	GOOD
1092	OAK	6"	10'	GOOD
1097	SPRUCE	6"	9'	GOOD
1098	SPRUCE	6"	9'	GOOD
1099	SPRUCE	6"	9'	GOOD
1100	SPRUCE	6"	9'	GOOD
1109	MAPLE	7"	10'	GOOD
1103	MAPLE	7"	10'	GOOD
1104	SPRUCE	6"	9'	GOOD
1107	MAPLE	7"	10'	GOOD
1108	PINE	9"	12'	GOOD
1109	POPLAR	14"	35'	GOOD
1110	POPLAR	14"	35'	GOOD
1111	POPLAR	14"	35'	GOOD
1112	POPLAR	6"	15'	GOOD
1113	EM	6"	18'	GOOD
1115	SPRUCE	6"	14'	GOOD
1116	MAPLE	7"	10'	GOOD
1117	SPRUCE	6"	10'	GOOD
1118	SPRUCE	12"	15'	GOOD
1120	SPRUCE	5"	15'	GOOD
1125	SPRUCE	6"	9'	GOOD
1126	SPRUCE	6"	17'	GOOD
1127	POPLAR	6"	8'	GOOD
1128	POPLAR	6"	8'	GOOD
1129	SPRUCE	6"	10'	GOOD
1130	SPRUCE	6"	14'	GOOD
1131	MAPLE	6"	10'	GOOD
1133	SPRUCE	6"	14'	GOOD
1138	SPRUCE	7"	12'	GOOD
1140	SPRUCE	7"	12'	GOOD
1141	MAPLE	6"	10'	GOOD
1142	SPRUCE	10"	14'	GOOD
1143	MAPLE	6"	10'	GOOD
1144	POPLAR	9"	13'	GOOD
1145	POPLAR	13"	15'	GOOD
1146	SPRUCE	10"	14'	GOOD
1152	SPRUCE	8"	13'	GOOD
1154	SPRUCE	12"	16'	GOOD
1155	SPRUCE	12"	16'	GOOD
1156	SPRUCE	12"	16'	GOOD
1156	POPLAR	8"	60'	GOOD
1180	POPLAR	15"	25'	GOOD
1191	POPLAR	15"	25'	GOOD
1260	POPLAR	12"	24'	GOOD
1277	POPLAR	20"	26'	GOOD
1282	BOX ELDER	8"	28'	GOOD
1315	POPLAR	13"	24'	GOOD
1443	SPRUCE	6"	9'	GOOD
2172	POPLAR	8"	17'	GOOD
2210	COTTONWOOD	17"	42'	GOOD
2238	COTTONWOOD	17"	35'	GOOD
2232	COTTONWOOD	16"	35'	GOOD
2233	OAK	38"	70'	GOOD
2264	POPLAR	9"	16'	GOOD
2282	POPLAR	9"	16'	GOOD
2283	POPLAR	8"	16'	GOOD
2284	POPLAR	9"	16'	GOOD
2285	POPLAR	8"	16'	GOOD
2286	POPLAR	8"	16'	GOOD
2287	POPLAR	6"	16'	GOOD
2245	POPLAR	8"	26'	GOOD
2346	POPLAR	3"	26'	GOOD
2353	POPLAR	9"	26'	GOOD
2356	POPLAR	9"	26'	GOOD
2382	POPLAR	9"	16'	GOOD
2383	POPLAR	6"	15'	GOOD
2385	POPLAR	9"	18'	GOOD
2387	POPLAR	8"	18'	GOOD
2390	POPLAR	8"	18'	GOOD
2403	POPLAR	10"	18'	GOOD
2404	POPLAR	6"	17'	GOOD
2405	POPLAR	10"	27'	GOOD
2405	ASH	10"	27'	GOOD
2407	ASH	8"	27'	GOOD
2428	COTTONWOOD	23"	45'	GOOD
2471	POPLAR	9"	18'	GOOD

STRUCTURE INVENTORY:

STORM SEWER
 STM MH 1
 RIM ELEVATION: 875.88
 E 42" CONC. - 859.80
 W 42" CONC. - 859.80

SANITARY SEWER
 SAN MH A
 RIM ELEVATION: 866.42
 E 8" PVC - 856.42

CB 2
 RIM ELEVATION: 861.11
 W 8" PVC - 855.33
 N 12" CONC. - 856.16
 NE 12" CONC. - 855.16

CB 3
 RIM ELEVATION: 861.98
 S 12" CONC. - 857.58
 E 12" CONC. - 857.73
 W 12" CONC. - 857.68

CB 4
 RIM ELEVATION: 862.40
 E 6" PVC - 859.80
 W 6" PLASTIC - 861.05

SAN MH B
 RIM ELEVATION: 864.25
 W 8" PVC - 855.33
 E 8" PVC - 855.25

SAN MH C
 RIM ELEVATION: 870.68
 W 8" PVC - 853.98
 E 8" PVC - 853.85

TREE INVENTORY

TREE NO.	TYPE	SIZE	CANOPY	CONDITION
2472	POPLAR	0"	18'	GOOD
2473	POPLAR	8"	18'	GOOD
2474	POPLAR	8"	18'	GOOD
2483	POPLAR	6"	14'	GOOD
2484	POPLAR	10"	20'	GOOD
2486	POPLAR	8"	16'	GOOD
2487	POPLAR	9"	14'	GOOD
2489	POPLAR	6"	14'	GOOD
2491	POPLAR	8"	14'	GOOD
2492	POPLAR	9"	14'	GOOD
2493	POPLAR	8"	14'	GOOD
2515	POPLAR	10"	22'	GOOD
3378	PINE	10"	14'	GOOD
3379	PINE	11"	14'	GOOD
3383	MAPLE	8"	24'	GOOD
3386	POPLAR	10"	16'	FAIR
3388	POPLAR	10"	16'	FAIR
3748	POPLAR	12"	20'	FAIR
3812	POPLAR	6"	14'	FAIR
3813	POPLAR	8"	14'	FAIR
3814	POPLAR	8"	14'	FAIR
3850	POPLAR	6"	14'	FAIR
3851	POPLAR	8"	14'	FAIR
3852	POPLAR	6"	10'	FAIR
3861	POPLAR	12"	20'	FAIR
3884	POPLAR	8"	20'	FAIR
3885	POPLAR	10"	20'	FAIR
3876	POPLAR	10"	20'	FAIR
3877	POPLAR	12"	22'	FAIR
3878	POPLAR	14"	22'	FAIR
3883	POPLAR	14"	22'	FAIR
3932	POPLAR	6"	12'	FAIR
3933	POPLAR	6"	12'	FAIR
4035	OAK	60"	40'	GOOD
4043	OAK	20"	20'	GOOD
4043	OAK	18"	20'	GOOD
4054	MAPLE	24"	30'	GOOD
4056	MAPLE	24"	30'	GOOD
4078	ELM	18"	30'	FAIR
4079	MAPLE	22"	30'	FAIR
4080	MAPLE	22"	40'	FAIR

GENERAL NOTES:

- Bearings are based upon the South line of Section 11 as being S88°40'36"E per Apple Ridge Estates Condominium (Liber 2597, Page 495)
- A current Title Commitment and Schedule B Section II Supportive Documentation has not been furnished. The effect of easements upon this parcel, other than indicated, are unknown.
- By graphic platting only, this property is in Zone(s) 3 of the Flood Insurance Rate Map, Community Panel No. 26085C01420 & 26085C01440, which bears an effective date of 8/16/2011 and is not in a Special Flood Hazard Area.
- A certified boundary survey has not been performed by this office. The relationship of features to the parcel boundaries are approximate.
- Parcel Areas:
 Parcel No. 33-25-05-11-452-001: 16.68± Acres, 726,498± SQ. FT.
 Parcel No. 33-25-05-11-452-004: 22.12± Acres, 963,699± SQ. FT.
 Parcel No. 33-25-05-11-452-005: 1.33± Acres, 58,079± SQ. FT.
 Overall Area: 40.13± Acres, 1,748,276± SQ. FT.

BENCHMARK:

Control BM - Existing catch basin at top of curb between Units 11 & 12 of Replat No. 1, Three Lakes Site Condominium.
 Elevation: 866.80 (NGVD) 866.17 (NAVD 88)

Site BM 1 - Railroad spike in the West face of power pole 50± West of top of bank of pond, 400± North of Wiloughby Road.
 Elevation: 864.17 (NAVD 88)

Site BM 2 - Bench tie in the West face of 36" quad oak tree located 50± Southwesterly and 20± Northeasterly of the Northeast corner of Parcel No. 33-25-05-11-452-001.
 Elevation: 864.93 (NAVD 88)



SITE LOCATION MAP NOT TO SCALE

LEGEND:

- STORM MANHOLE
- CATCHBASIN
- STORM LINE
- SANITARY MANHOLE
- SANITARY CLEANOUT
- SANITARY LINE
- ELECTRIC MANHOLE
- UTILITY POLE
- GUY WIRE
- OVERHEAD UTILITY LINE
- UNDERGROUND UTILITY LINE
- △ TRANSFORMER
- AC-UNIT
- TELEPHONE MANHOLE
- ROOF DRAIN
- TELEPHONE PEDESTAL
- ELECTRIC PEDESTAL
- ELECTRIC METER
- LIGHT POLE
- SIGN
- MONUMENT GOON
- WATER MANHOLE
- WATER METER
- WATER LINE
- WATER VALVE
- FIRE HYDRANT
- MONITORING WELL
- GAS METER
- GAS VALVE
- GAS LINE
- FENCE LINE
- DECIDUOUS TREE
- CONIFEROUS TREE
- CURB AND GUTTER
- TREE LINE
- SET IRON & CAP #2789
- FOUND IRON AS NOTED
- SECTION CORNER
- DISTANCE NOT TO SCALE
- YARDBASIN
- POST INDICATOR VALVE
- WALL HYDRANT
- WALL BOX
- ASPHALT
- CONCRETE
- RECORDED
- MEASURED



NOTE: THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND EXISTING DRAWINGS. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES OTHER THAN ANY STRUCTURE INVENTORY SHOWN HEREON.

MISS DIG



3 WORKING DAYS BEFORE YOU DIG OR DRILL CALL 1-800-482-7171 (TOLL FREE)

NO.	DATE	REVISIONS

LSG
 Engineers & Surveyors

3135 PINE TREE ROAD
 SUITE D
 LANSING, MI 48911
 PH. (517) 393-2902
 FAX (517) 393-2608
 www.lsg-es.com

PREPARED FOR:



4182 ENGLISH OAK DRIVE
 LANSING, MICHIGAN 48911
 PHONE # (517) 373-8550

TOPOGRAPHIC SURVEY
 FOR
WILLIUGHBY ROAD DEVELOPMENT
 PART OF SE 1/4 & SW 1/4 OF SECTION 11, T3N-R2W
 DELHI TOWNSHIP, INGHAM COUNTY, MICHIGAN

FILE NO.	TOPO.dwg
FIELD WORK	JZ, JS, DT
DRAWN BY	JML
CHECKED BY	JML
DATE OF SURVEY	3/19/2016
SCALE	1" = 80'
HOR.	N/A
VERT.	N/A
PROJECT NO.	1508
SHEET NO.	C1.0

FILE: L:\508 (WB MIXED-USE SITE)\V6 PLANS\2-0.DWG - PLOT DATE: 4/15/2016 4:05 PM BY: Shannon Pugh SCALE: 1:1

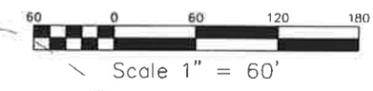
NOTES

WILLOUGHBY ESTATES WILL BE SERVED BY THE FOLLOWING:
 PUBLIC WATER SERVICE PROVIDED BY THE LANSING BOARD OF WATER & LIGHT
 PUBLIC SANITARY SEWER SERVICE PROVIDED BY DELHI CHARTER TOWNSHIP
 PUBLIC NATURAL GAS AND ELECTRIC SERVICES PROVIDED BY CONSUMERS ENERGY

WILLOUGHBY ROAD

JACKSON & LANSING RAILROAD

FUTURE PRESERVE
 AREA: 15.9 ACRES



HOUSING UNITS

18 LOTS
 8 TOWNHOUSES (2 - 4 UNIT BUILDINGS)
 243 APARTMENTS (7 - 33 UNIT BUILDINGS
 AND 6 - 2 UNIT BUILDINGS)
 117 - 1 BEDROOM UNITS
 128 - 2 BEDROOM UNITS

TOTAL UNITS = 269
 TOTAL ACRES = 40.13
 UNITS PER ACRES 269/40.13 = 6.7 UNITS PER ACRE

PARKING

PARKING REQUIRED:

APARTMENTS:
 15 SPACES * 117 UNITS = 176 SPACES
 2 SPACES * 128 UNITS = 256 SPACES
 TOTAL PARKING REQUIRED = 428 SPACES

PARKING PROVIDED: 375 SPACES (INCLUDING 30 GARAGE SPACES)

TOWNHOUSES:
 PROVIDED: 8 GARAGES (1 SPACE EACH) AND 8 DRIVEWAYS (1 SPACE EACH) = 16 SPACES

RESIDENTIAL LOTS:
 PROVIDED: 18 GARAGES (2 SPACES EACH) = 36 SPACES

CLUBHOUSE REQUIRED (1 SPACE PER 4 PERSONS MAXIMUM CAPACITY)
 ESTIMATED 40 PERSON CAPACITY = 10 SPACES

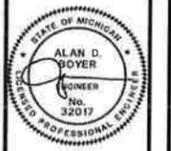
PARKING PROVIDED:
 PARALLEL 25 SPACES
 CLUBHOUSE 15 SPACES
 OTHER 5 SPACES

TOTAL PARKING REQUIRED = 490 SPACES
 TOTAL PARKING PROVIDED = 472 SPACES

STORAGE 24 SPACES (ADDITIONAL)

NO.	DATE	DESCRIPTION	BY

LSG
 Engineers
 & Surveyors



3135 PINE TREE ROAD
 SUITE D
 LANSING, MI 48911
 PH. (517) 393-2902
 FAX (517) 393-2608
 www.lsg-es.com



PREPARED FOR:
 WIELAND

4163 ENGLISH OAK DRIVE
 LANSING, MICHIGAN 48911
 PHONE # (517) 372-6600

PLANNED DEVELOPMENT
 FOR
 SITE PLAN
 WILLOUGHBY ESTATES, LLC
 4184 WILLOUGHBY ROAD
 DELHI TOWNSHIP, MI

MISS DIG

3 WORKING DAYS
 BEFORE YOU DIG
 OR DRILL
 CALL
 1-800-482-7171
 (TOLL FREE)

PLC	C2-D DWG
DESIGNED BY	X
DRAWN BY	X
CHECKED BY	X
DATE	March 3, 2016
SCALE	1" = 60'
HR	N/A
PROJECT NO.	1508
SHEET NO.	C2.0

WILLOUGHBY ESTATES SIGHT LINES



POWER LINE 40'-45'
BLDG K
35' HIGH

RR ELEV. = 870.01
BLDG K
FF ELEV 868.01



POWER LINE
40'-45' HIGH

TOP OF BLDG G
35' HIGH

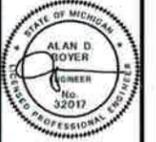
SINGLE FAMILY HOME
27' HIGH



POWER LINE
40'-45' HIGH
TOP BLDG D
35' HIGH

NO.	DATE	DESCRIPTION	BY

LSG
Engineers
& Surveyors



3135 PINE TREE ROAD
SUITE D
LANSING, MI 48911
PH (517) 393-2902
FAX (517) 393-2608
www.lsg-es.com



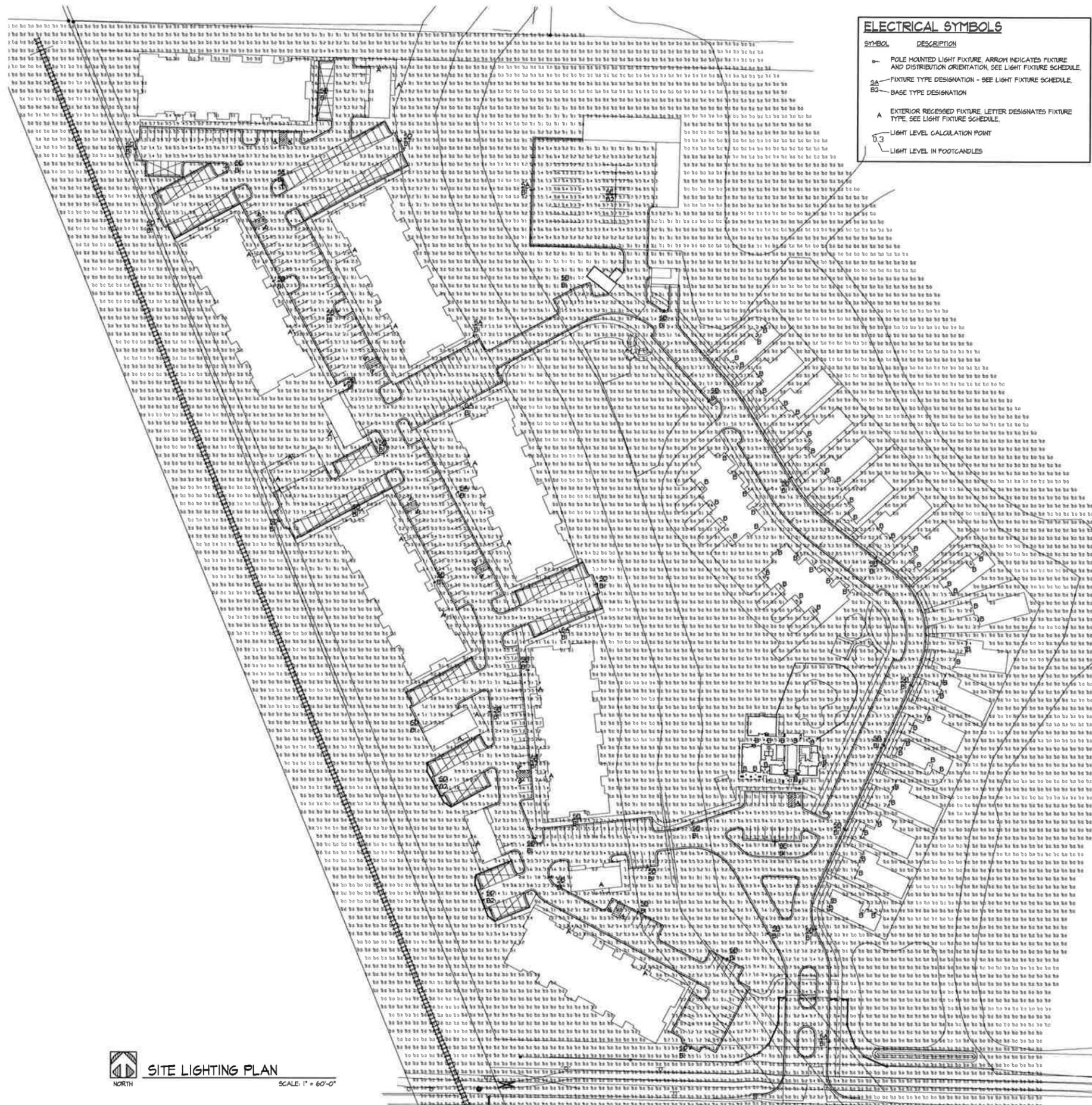
4123 ENGLISH OAK DRIVE
LANSING, MICHIGAN 48911
PHONE # (313) 372-8886

PLANNED DEVELOPMENT
SIGHT LINE PLAN
FOR
WILLOUGHBY ESTATES, LLC
4184 WILLOUGHBY ROAD
DELHI TOWNSHIP, MICHIGAN

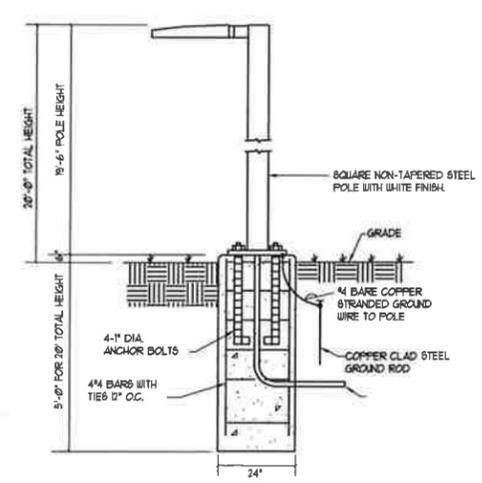


FILE	C3-03-1508
DESIGNED BY	CAI/MS
DRAWN BY	SEI
CHECKED BY	ADR
DATE	APRIL 18, 2016
SCALE	N/A
HOR	N/A
VERT	N/A
PROJECT NO	1508
SHEET NO	C3.0

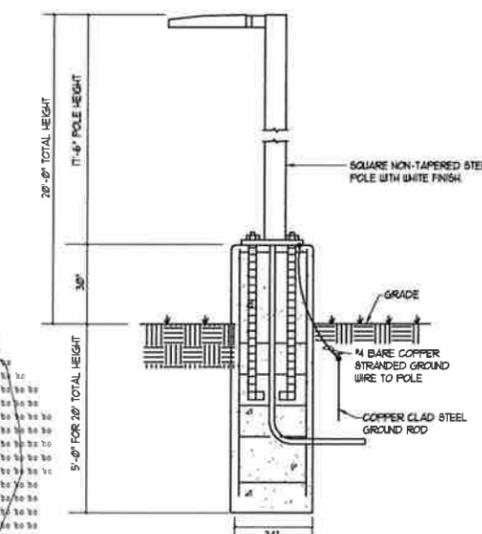
FILE: L:\1508 (MS MIXED-USE SITE)\VIEW PLANS\C3-03-1508 - PLOT DATE: 4/18/2016 3:00 PM BY: Shannon Pugh SCALE: 1/4"



ELECTRICAL SYMBOLS	
SYMBOL	DESCRIPTION
(Symbol: Pole with arrow)	POLE MOUNTED LIGHT FIXTURE, ARROW INDICATES FIXTURE AND DISTRIBUTION ORIENTATION. SEE LIGHT FIXTURE SCHEDULE.
(Symbol: SA, BA, B2)	FIXTURE TYPE DESIGNATION - SEE LIGHT FIXTURE SCHEDULE.
(Symbol: A)	BASE TYPE DESIGNATION
(Symbol: A)	EXTERIOR RECESSED FIXTURE, LETTER DESIGNATES FIXTURE TYPE. SEE LIGHT FIXTURE SCHEDULE.
(Symbol: 0.3)	LIGHT LEVEL CALCULATION POINT
(Symbol: 0.3)	LIGHT LEVEL IN FOOTCANDLES



BASE DETAIL B1 SCALE: NONE



BASE DETAIL B2 SCALE: NONE

LIGHT FIXTURE SCHEDULE

- A. PORTFOLIO CAT# LD6A20-DIOTE-ERW6A20-B40-6LM-LI-WF RECESSED 6" DIAMETER LED DOWN LIGHT WITH 2000 LUMENS, 4000 DEGREE KELVIN COLOR TEMPERATURE, 91.5W, 120 VOLT ELECTRONIC DRIVER, SPECULAR CLEAR SELF FLANGED REFLECTOR WITH WHITE FLANGE, AND UL LISTED FOR DAMP LOCATIONS.
- B. PORTFOLIO CAT# LD6A10-DIOTE-ERW6A10-B40-6LM-LI-WF RECESSED 6" DIAMETER LED DOWN LIGHT WITH 1000 LUMENS, 4000 DEGREE KELVIN COLOR TEMPERATURE, 45.7W, 120 VOLT ELECTRONIC DRIVER, SPECULAR CLEAR SELF FLANGED REFLECTOR WITH WHITE FLANGE, AND UL LISTED FOR DAMP LOCATIONS.
- SA. LIMARK CAT. # PRV-A15D-UV-T3-SA-WH-H55 POLE MOUNTED LED AREA LIGHT WITH 6100 LUMENS, UNIVERSAL VOLTAGE ELECTRONIC DRIVER, TYPE III DISTRIBUTION, 4000 DEGREE KELVIN COLOR TEMPERATURE, 51 WATTS, HOUSE SIDE SHIELD, AND WHITE FINISH.
- SB. LIMARK CAT. # PRV-A15D-UV-T2-SA-WH-H55 POLE MOUNTED LED AREA LIGHT WITH 6100 LUMENS, UNIVERSAL VOLTAGE ELECTRONIC DRIVER, TYPE II DISTRIBUTION, 4000 DEGREE KELVIN COLOR TEMPERATURE, 51 WATTS, HOUSE SIDE SHIELD, AND WHITE FINISH.
- SC. LIMARK CAT. # PRV-A15D-UV-T2-SA-WH POLE MOUNTED LED AREA LIGHT WITH 6100 LUMENS, UNIVERSAL VOLTAGE ELECTRONIC DRIVER, TYPE II DISTRIBUTION, 4000 DEGREE KELVIN COLOR TEMPERATURE, 51 WATTS, AND WHITE FINISH.
- SD. LIMARK CAT. # PRV-A15D-UV-T4-SA-WH-H55 POLE MOUNTED LED AREA LIGHT WITH 6100 LUMENS, UNIVERSAL VOLTAGE ELECTRONIC DRIVER, TYPE IV DISTRIBUTION, 4000 DEGREE KELVIN COLOR TEMPERATURE, 51 WATTS, HOUSE SIDE SHIELD, AND WHITE FINISH.
- SE. LIMARK CAT. # PRV-A15D-UV-T5-SA-WH POLE MOUNTED LED AREA LIGHT WITH 6100 LUMENS, UNIVERSAL VOLTAGE ELECTRONIC DRIVER, TYPE V DISTRIBUTION, 4000 DEGREE KELVIN COLOR TEMPERATURE, 51 WATTS, AND WHITE FINISH.

1		PLANNED DEVELOPMENT	4/18/2016
NO.	REVISION		DATE
PROJECT TITLE PLANNED DEVELOPMENT I SITE PLAN FOR: WILLOUGHBY ESTATES, LLC WILLOUGHBY ROAD DELHI TOWNSHIP, MICHIGAN			
SHEET TITLE SITE LIGHTING PLAN			
PROJECT NUMBER	1616	SHEET NUMBER	E1.0
PROJECT DATE		CHECKED BY	BAK



GENERAL NOTES

- Quantities shown are for the convenience of the contractor only. Contractor is responsible for verifying quantities, and for providing sufficient materials to complete the job per plan.
- Contractor shall secure and pay for all permits, fees, and inspections necessary for the proper execution of this work and comply with all codes applicable to this work.
- Contractor shall call MISS DIG System, Inc. (800) 482-7171 three full working days before work commences to locate underground utility locations. Contractor shall avoid all existing utilities, underground and overhead where applicable, and is responsible for any damage.
- Contractor shall verify all existing conditions in the field prior to construction and shall notify Landscape Architect of any variance.
- Some field adjustments may be necessary to ensure that there are no conflicts between existing and proposed plants.
- The contractor is responsible for protecting all existing vegetation to be preserved.
- Material quality and measurement shall conform to the most recent edition of the American Standard for Nursery Stock, ANSIZ60.1 by AmericanHort.
- All plants shall be installed per the landscape plan. Plantings not found to be in compliance shall be replanted correctly at no additional expense to the owner.
- An approved pre-emergent herbicide shall be applied in all proposed planting beds at a rate specified by manufacturer for each plant variety.
- Where planting area meets turf area, the contractor shall provide a trench edge and install aluminum edging. Mutch all planting areas to the bedline shown.
- Ensure positive drainage away from all structures.
- Fine grade, fertilize and sod all disturbed areas resulting from construction. All areas shall drain completely and shall not pond or puddle.
- Aerate existing turf where it has been compacted by equipment.

REFERENCE SYMBOLS



LANDSCAPE REQUIREMENT CHART

OFF-STREET PARKING AREAS	REQUIREMENT	PROVIDED
	1 TREE / 10 SPACES 100 S.F. LANDSCAPE / 10 SPACES	
PARKING SPACES: 472 SPACES	47.2 TREES 4,720 S.F. LANDSCAPE	48 TREES 4,720 S.F. LANDSCAPE

GREENBELT	REQUIREMENT	EXISTING	PROVIDED
	1 TREE / 50 L.F. 1 SHRUB / 10 L.F.		
SOUTH PROPERTY LINE DISTANCE: 1,028 L.F. EXISTING GREENBELT: 390 L.F. PROVIDE GREENBELT: 638 L.F.	638 L.F. / 50 L.F. = 12.8 TREES 638 L.F. / 10 L.F. = 63.8 SHRUBS	EXISTING GREENBELT ALONG POND EDGE: 310 L.F. EXISTING GREENBELT AT SW CORNER: 80 L.F.	13 TREES 64 SHRUBS

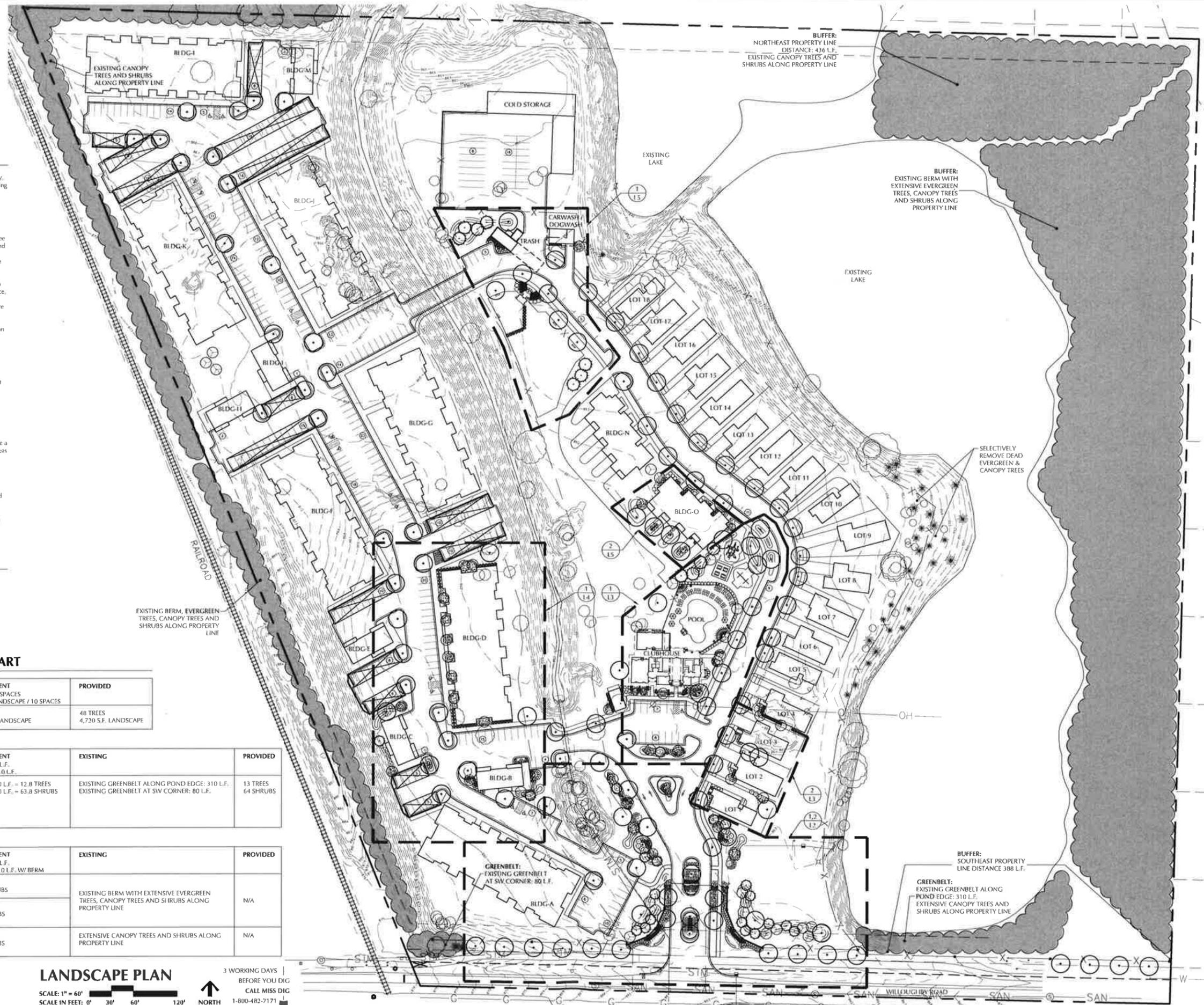
BUFFER ZONES	REQUIREMENT	EXISTING	PROVIDED
	1 TREE / 30 L.F. 1 SHRUB / 10 L.F. W/ BERM		
EAST PROPERTY LINE DISTANCE: 1,323 L.F. RM ADJACENT TO R-1B	44.1 TREES 132.3 SHRUBS	EXISTING BERM WITH EXTENSIVE EVERGREEN TREES, CANOPY TREES AND SHRUBS ALONG PROPERTY LINE	N/A
NORTHEAST PROPERTY LINE DISTANCE: 436 L.F. RM ADJACENT TO R-1C	14.5 TREES 43.6 SHRUBS		N/A
SOUTHEAST PROPERTY LINE DISTANCE: 388 L.F. RM ADJACENT TO A1	12.9 TREES 38.8 SHRUBS	EXTENSIVE CANOPY TREES AND SHRUBS ALONG PROPERTY LINE	N/A

LANDSCAPE PLAN

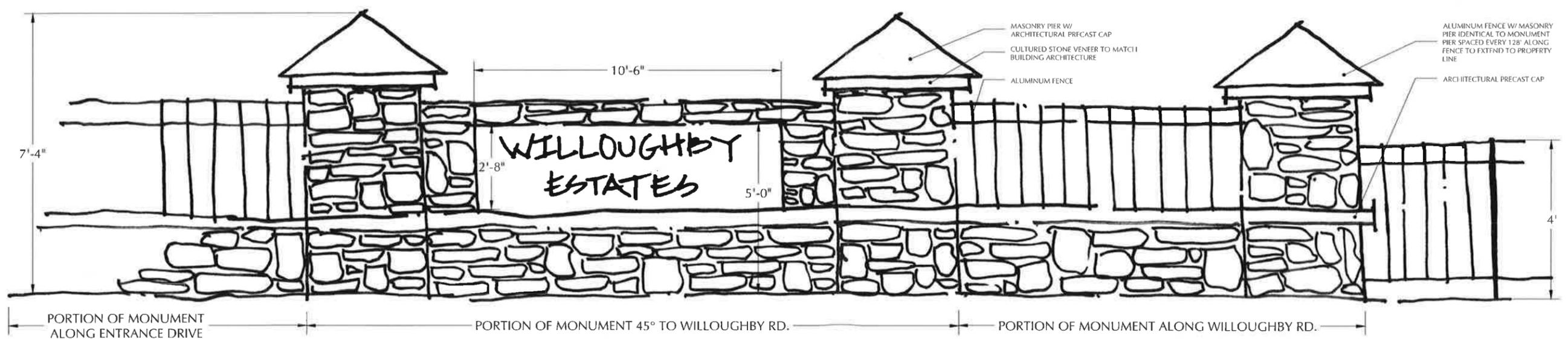
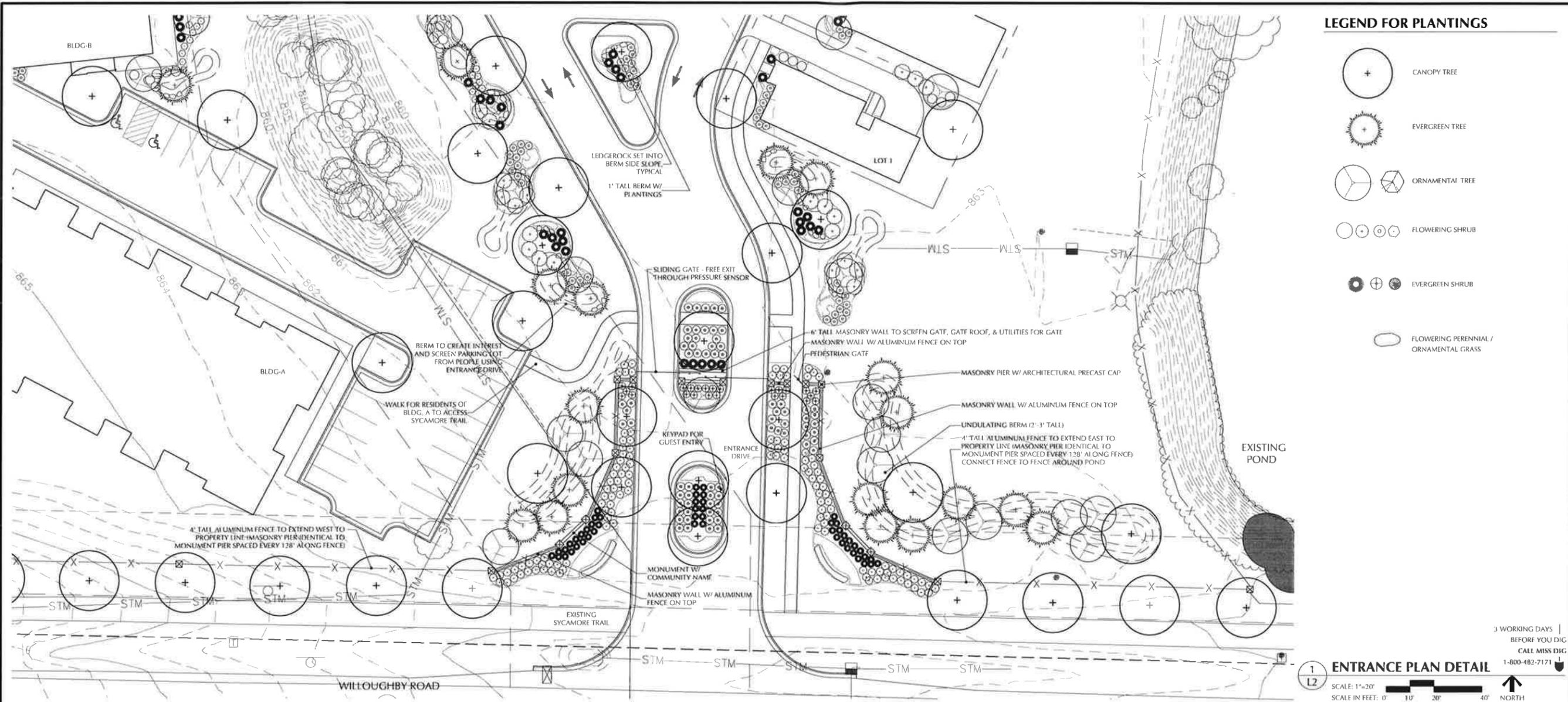
SCALE: 1" = 60'
SCALE IN FEET: 0' 30' 60' 120'



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1-800-482-7171



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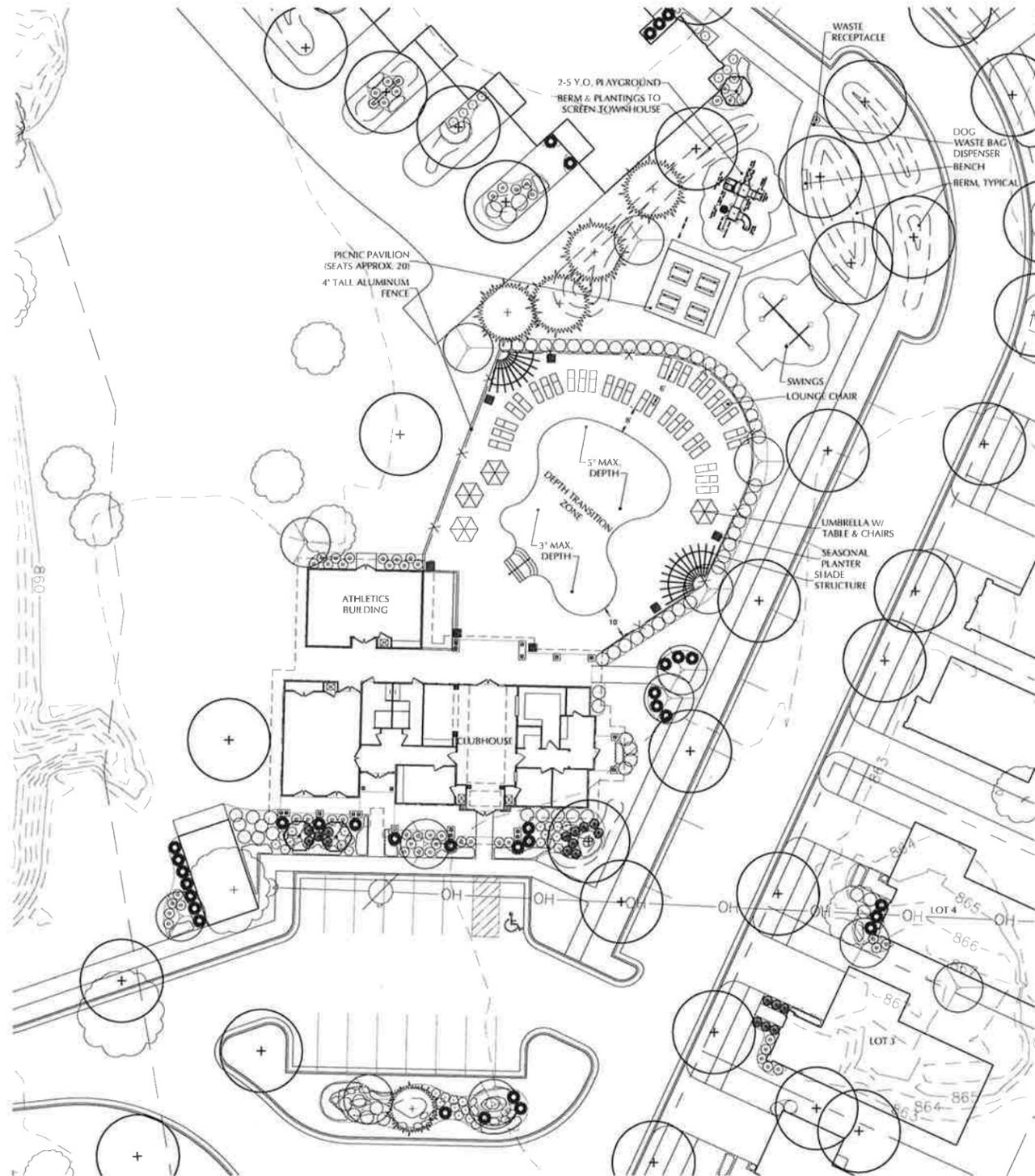


ISSUED:
 4/18/16 Planned Dylgnal

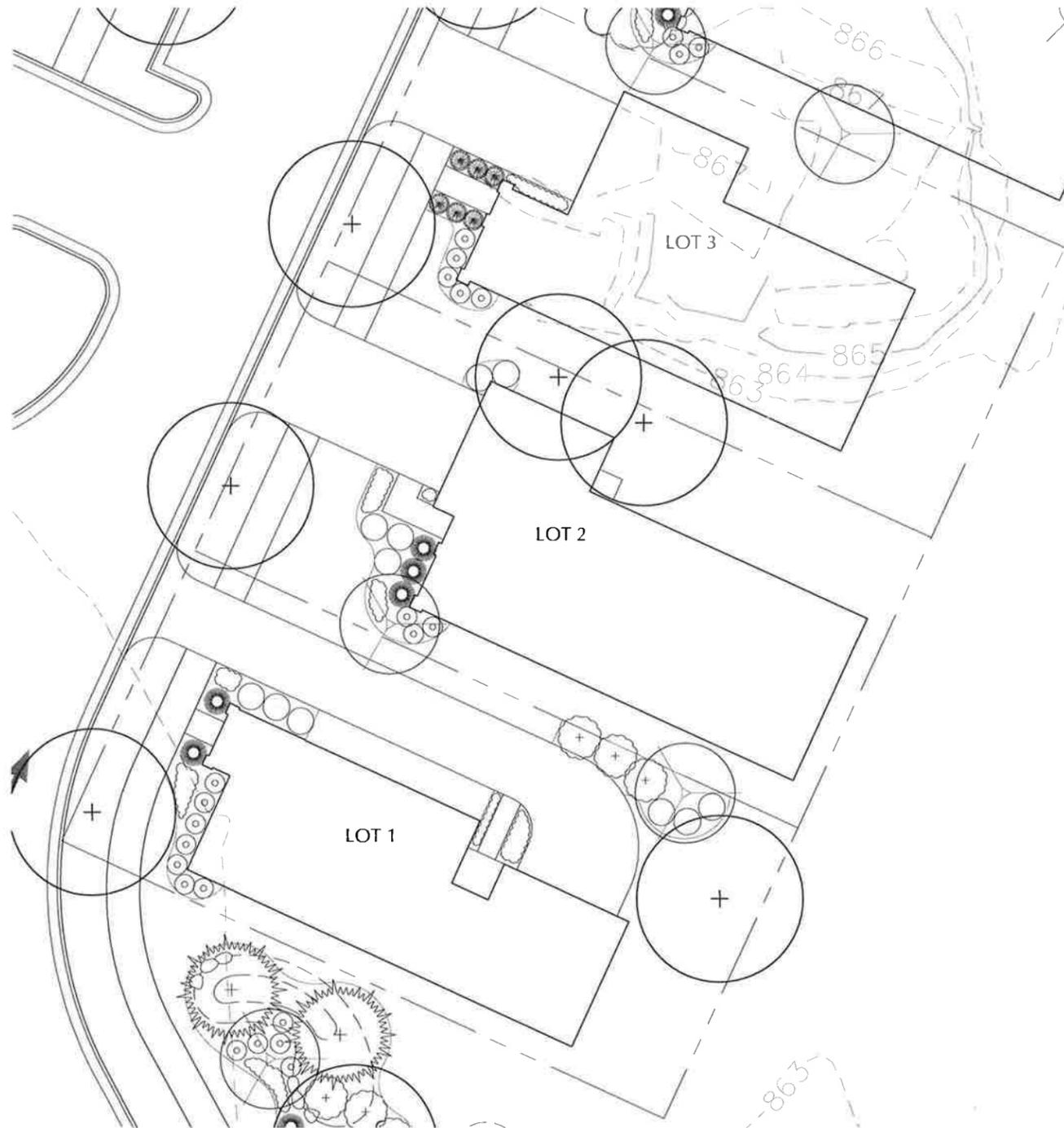
PROJECT NUMBER:
 WE1601
 DRAWN BY:
 JF, KF
 CHECKED BY:
 JF

SHEET NUMBER:
L2

3 WORKING DAYS | BEFORE YOU DIG | CALL MISS DIG | 1-800-482-7171



LEGEND FOR PLANTINGS



1 CLUBHOUSE / PLAYGROUND / PICNIC AREA DETAIL

SCALE: 1"=20'
 SCALE IN FEET: 0' 10' 20' 40'
 NORTH
 3 WORKING DAYS BEFORE YOU DIG
 CALL MISS DIG 1-800-482-7171

2 (3) TYPICAL COTTAGE HOME FOUNDATION DETAILS

SCALE: 1"=10'
 SCALE IN FEET: 0' 5' 10' 20'
 NORTH
 3 WORKING DAYS BEFORE YOU DIG
 CALL MISS DIG 1-800-482-7171



ISSUED:
 4/18/16 Planned Dupprint

PROJECT NUMBER:
 WE1601
 DRAWN BY:
 JF, KF
 CHECKED BY:
 JF

SHEET NUMBER:
L3

FILE PATH: E:\2016\WILLOUGHBY ESTATES\WEP1601_01.dwg - DATE: 4/18/16 - COPYRIGHT © 2016 ELEMENTS STUDIO, INC.

Willoughby Estates



- A1.1 - APARTMENT PLANS
- A1.2 - GARAGE DESIGNS
- A1.3 - TOWNHOUSE DESIGNS
- A1.4 - HOME DESIGN #1
- A1.5 - HOME DESIGN #2
- A1.6 - HOME DESIGN #3
- A1.7 - CLUBHOUSE DESIGN
- A1.8 - CLUBHOUSE ELEVATIONS
- A1.9 - CLUBHOUSE ELEVATIONS
- A1.10 - APARTMENT ELEVATIONS
- A1.11 - APARTMENT ELEVATIONS
- A1.12 - MAINTENANCE BUILDING
- A1.13 - STORAGE BUILDING





OVERALL SECOND & THIRD FLOOR PLAN

SCALE: 1/8" = 1'-0"



OVERALL FIRST FLOOR PLAN

SCALE: 1/8" = 1'-0"

(33) UNIT APARTMENT BLDG. GROSS AREA = 15,089 SQ.FT. PER FLOOR (INCLUDES BALCONIES)
 UNIT TYPE #1 NET RENTABLE AREA: APARTMENT = 1,195 SF., PORCH = 225 S.F., TOTAL AREA = 1,420 SQ.FT.
 UNIT TYPE #2 NET RENTABLE AREA: APARTMENT = 904 S.F., PORCH = 73 S.F., TOTAL AREA = 877 SQ.FT.
 UNIT TYPE #3 NET RENTABLE AREA: APARTMENT = 1,115 S.F., PORCH = 73 SQ.FT., TOTAL AREA = 1,188 SQ.FT.

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 Okemos, Michigan 48864
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 Fax: (517) 349-0989
 www.lgarch.com



4.10.16 REVIEW

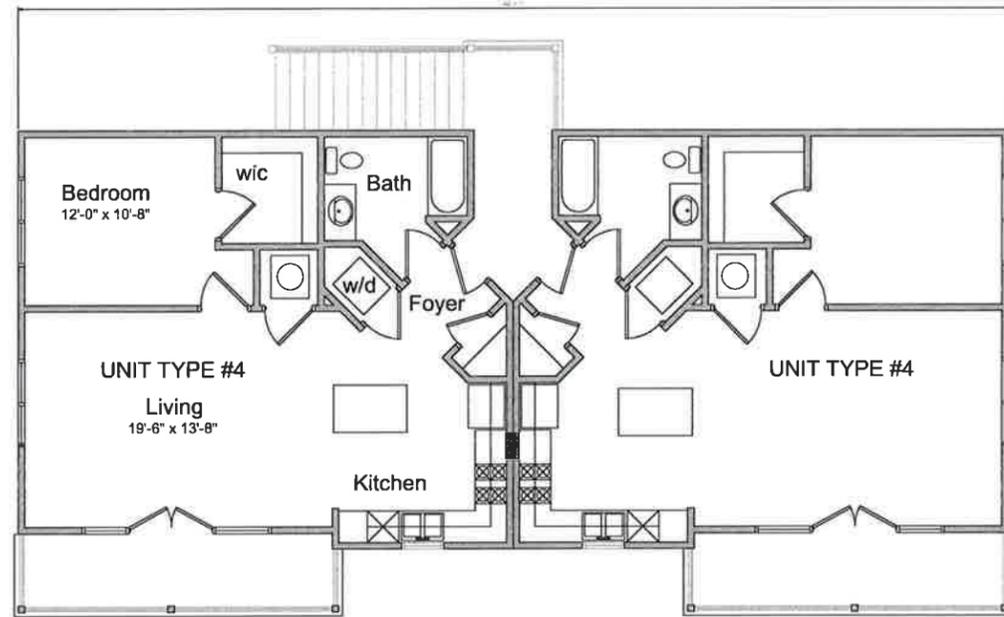
PROJECT MANAGER:

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Willoughby Estates
 LANSING, MICHIGAN

FIRST FLOOR PLAN

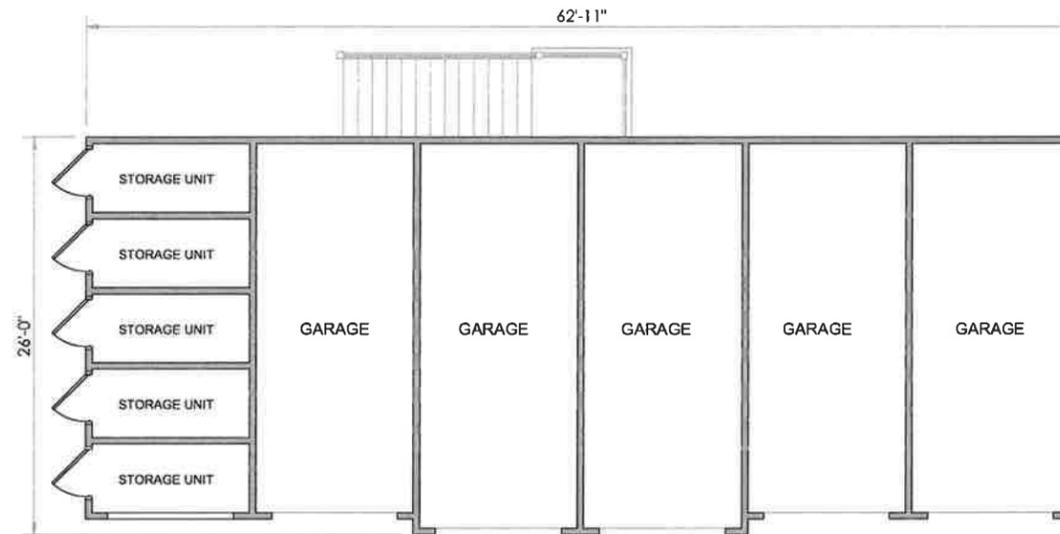
A1.1



(2) UNIT APARTMENT BLDG. FIRST FLOOR GROSS AREA = 1,632 SQ.FT.
 (2) UNIT APARTMENT BLDG. SECOND FLOOR GROSS AREA = 1,768 SQ.FT., TOTAL AREA (INCLUDES BALCONIES)
 UNIT TYPE #4 NET RENTABLE AREA = 749 S.F., PORCH = 88 S.F., TOTAL AREA = 788 S.F.

SECOND FLOOR PLAN

SCALE: 3/16" = 1'-0"



FIRST FLOOR PLAN

SCALE: 3/16" = 1'-0"



FRONT ELEVATION

SCALE: 1/4" = 1'-0"

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 Fax: (517) 349-0889



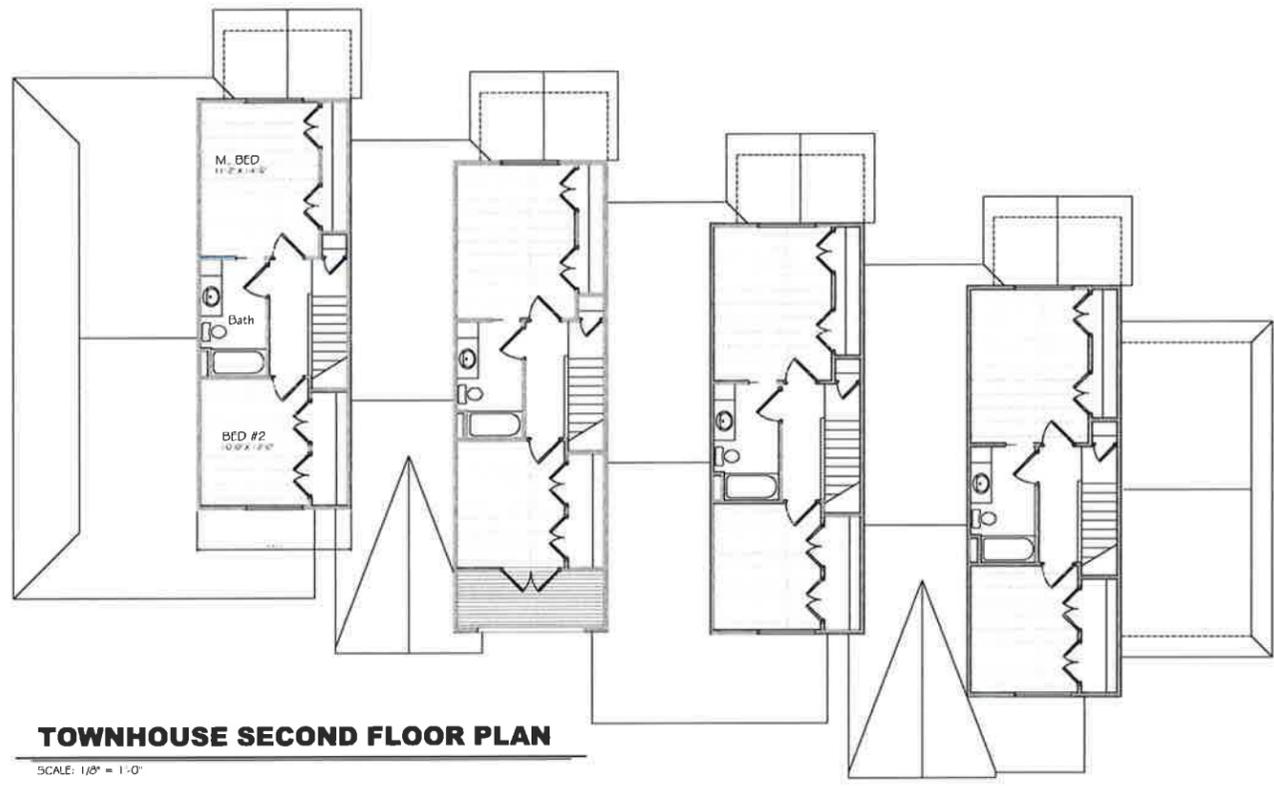
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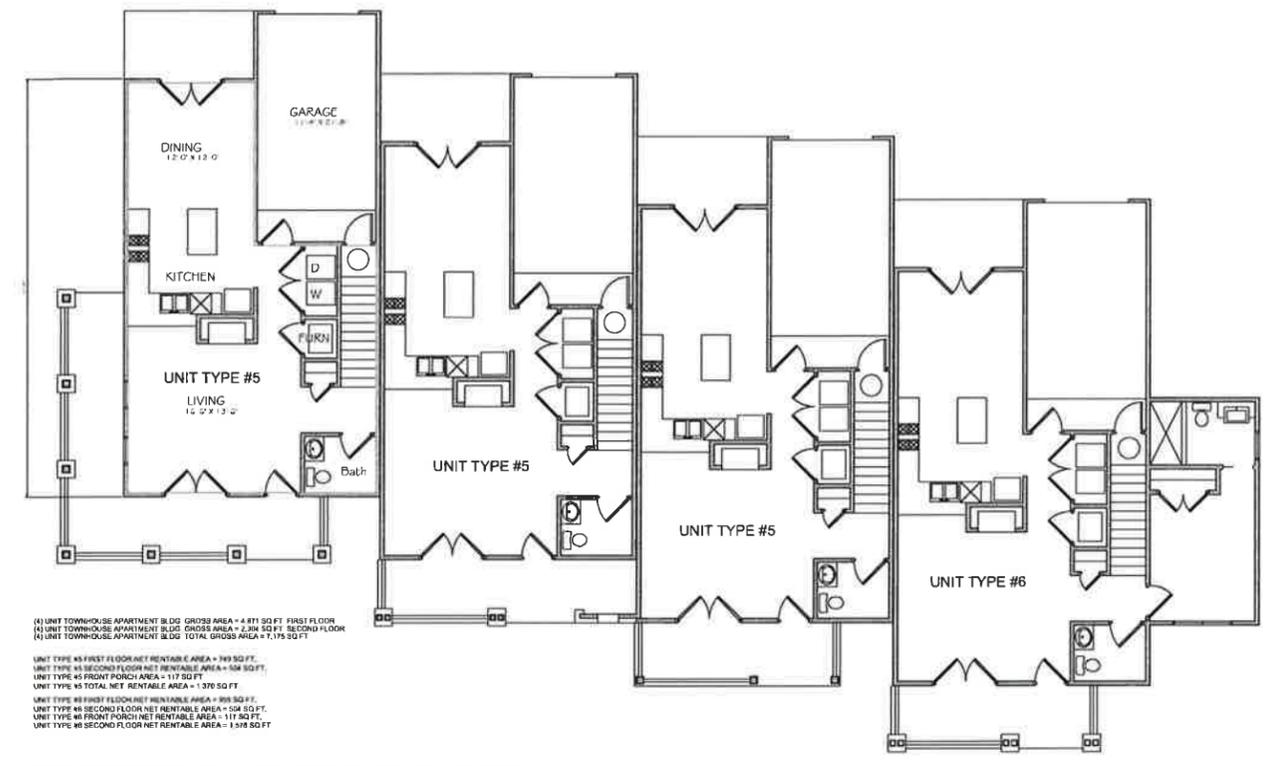
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UNIT PLANS



TOWNHOUSE SECOND FLOOR PLAN
SCALE: 1/8" = 1'-0"



(1) UNIT TOWNHOUSE APARTMENT BLDG. GROSS AREA = 4,871 SQ. FT. FIRST FLOOR
(2) UNIT TOWNHOUSE APARTMENT BLDG. GROSS AREA = 2,204 SQ. FT. SECOND FLOOR
(3) UNIT TOWNHOUSE APARTMENT BLDG. TOTAL GROSS AREA = 7,175 SQ. FT.
UNIT TYPE #5 FIRST FLOOR NET RENTABLE AREA = 149 SQ. FT.
UNIT TYPE #5 SECOND FLOOR NET RENTABLE AREA = 104 SQ. FT.
UNIT TYPE #5 TOTAL NET RENTABLE AREA = 253 SQ. FT.
UNIT TYPE #5 FRONT PORCH AREA = 117 SQ. FT.
UNIT TYPE #6 FIRST FLOOR NET RENTABLE AREA = 303 SQ. FT.
UNIT TYPE #6 SECOND FLOOR NET RENTABLE AREA = 154 SQ. FT.
UNIT TYPE #6 TOTAL NET RENTABLE AREA = 457 SQ. FT.
UNIT TYPE #6 FRONT PORCH NET RENTABLE AREA = 117 SQ. FT.
UNIT TYPE #6 SECOND FLOOR NET RENTABLE AREA = 154 SQ. FT.

TOWNHOUSE FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"



TOWNHOUSE FRONT ELEVATION
SCALE: 1/4" = 1'-0"

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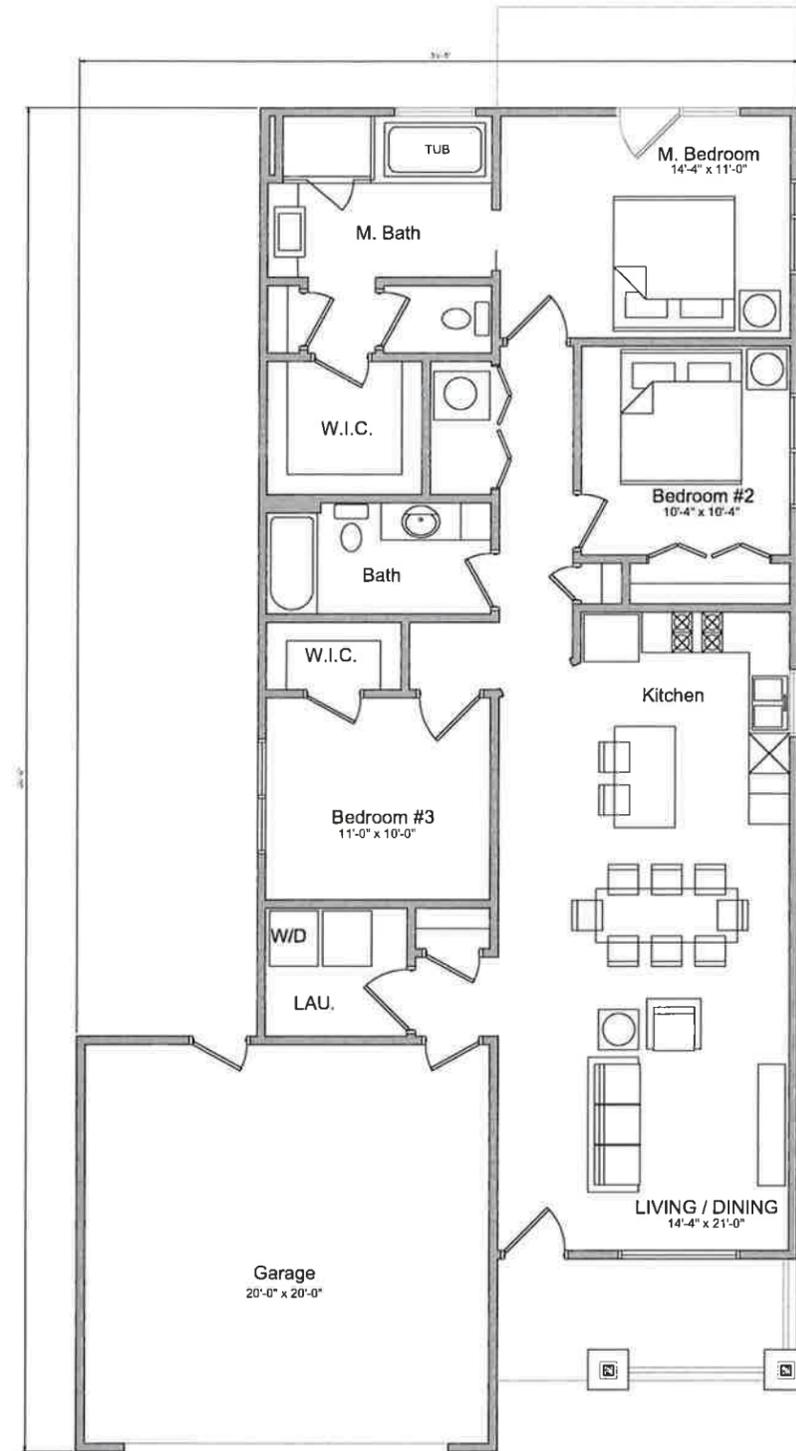
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TOWNHOUSE
FLOOR PLANS



FRONT ELEVATION - UNIT TYPE #7
SCALE: 3/8" = 1'-0"



FLOOR PLAN - UNIT TYPE #7
SCALE: 1/4" = 1'-0"
615 SQ.FT.
UNIT TYPE #7 NET RENTABLE AREA = 1,331 S.F., PORCH = 76 S.F. TOTAL AREA = 1,407 S.F.
HOME IS TYPICAL FOR LOTS #3, 5, 7, 12, 15 & 12.

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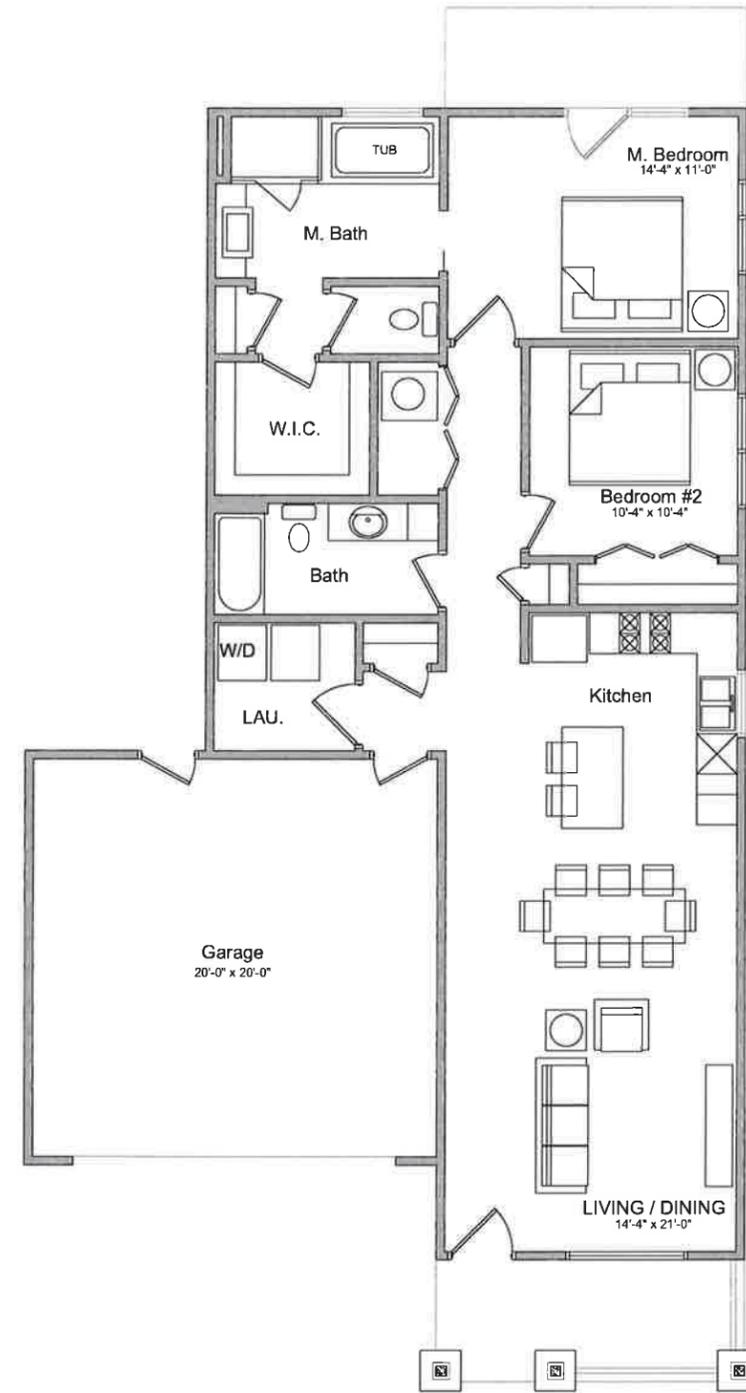
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FRONT ELEVATION - UNIT TYPE #8

SCALE: 3/8" = 1'-0"



FLOOR PLAN - UNIT TYPE #8

SCALE: 1/4" = 1'-0"
615 50 FT.

UNIT TYPE #8 NET RENTABLE AREA = 1,168 S.F., PORCH = 77 S.F. TOTAL AREA = 1,245 S.F.
HOME IS TYPICAL FOR LOTS #2, 4, 6, 8, 11, 13 & 16.

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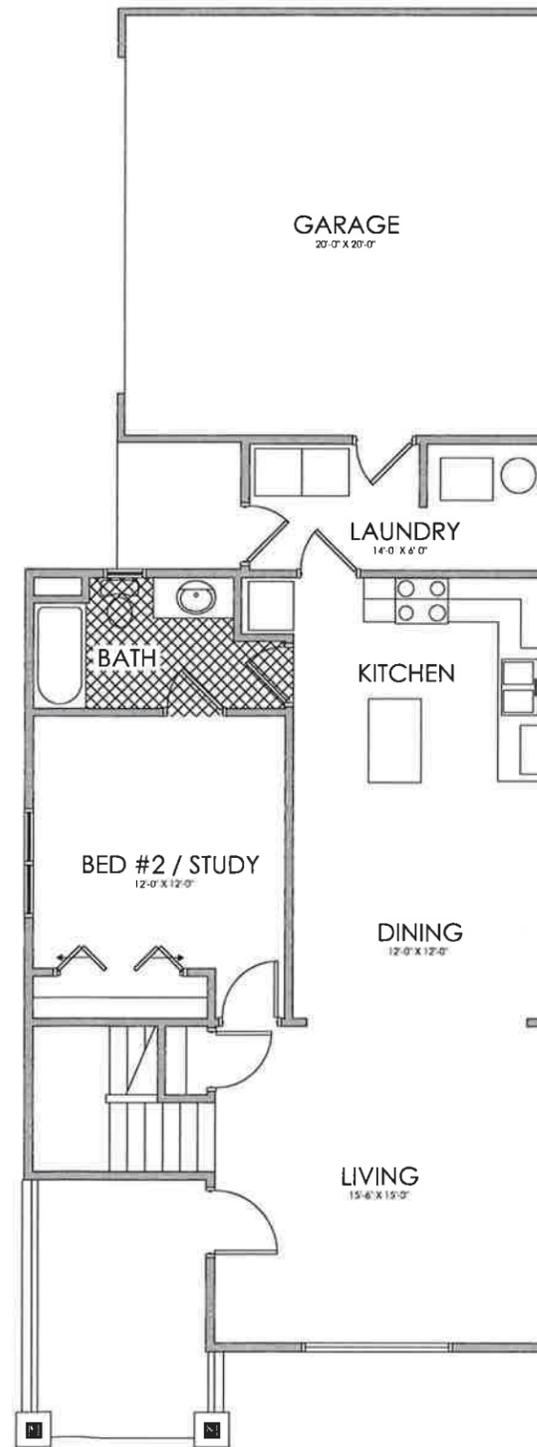
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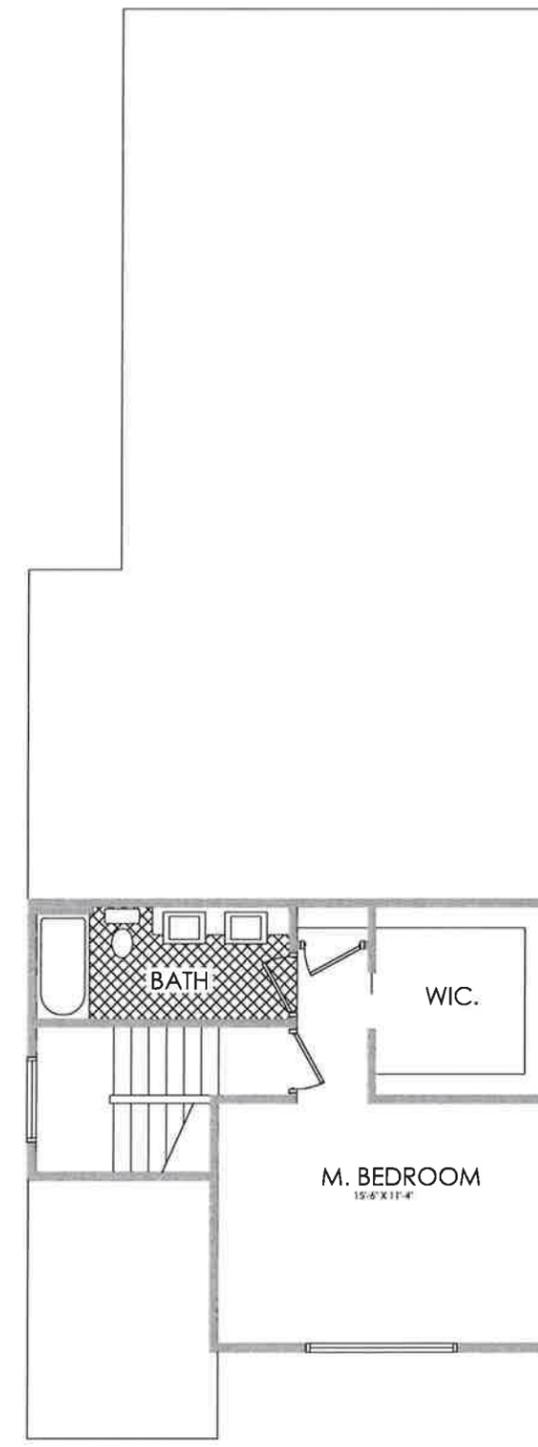
FRONT ELEVATION - UNIT TYPE #9

SCALE: 3/8" = 1'-0"



FIRST FLOOR PLAN - UNIT #9

SCALE: 1/4" = 1'-0"
699 SQ. FT.
96 SQ. FT. PORCH



SECOND FLOOR PLAN - UNIT #9

SCALE: 1/4" = 1'-0"
371 SQ. FT.

UNIT TYPE #9 NET RENTABLE AREA = 1,265 S.F., PORCH = 97 S.F. TOTAL AREA = 1,362 S.F.
HOME IS TYPICAL FOR LOTS: #2, #9, #14, & 18.

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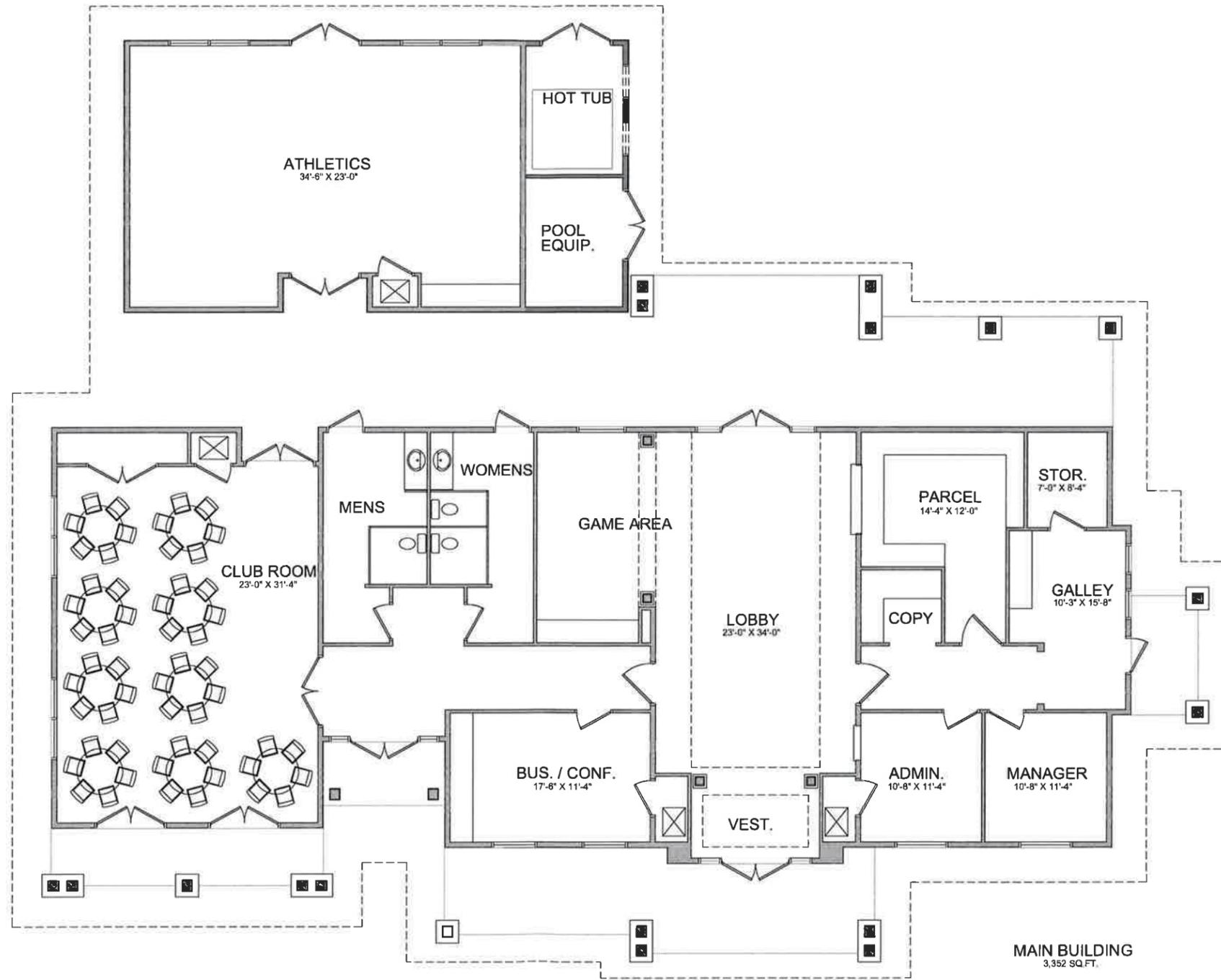


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FRONT ELEVATION



RIGHT SIDE ELEVATION

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REAR ELEVATION



LEFT SIDE ELEVATION

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Fax: (517) 349-0989



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APARTMENT ELEVATIONS

SCALE: NTS

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FRONT ELEVATION
SCALE: 1/8" = 1'-0"



LEFT SIDE ELEVATION
SCALE: 1/8" = 1'-0"

- STANDING SEAM METAL, ROOF, TYP.
- COMPOSITE FASCIA
- COMPOSITE FRIEZE
- COMPOSITE GUARDRAIL
- CLAP BOARD SIDING
- COMPOSITE SUNSCREENS
- COMPOSITE WRAPPED COLUMNS
- SINGLE HUNG WINDOWS
- STONE FACADE
- SHAKE STYLE COMPOSITE SIDING
- COMPOSITE TRIM



RIGHT SIDE ELEVATION
SCALE: 1/8" = 1'-0"



REAR ELEVATION
SCALE: 1/8" = 1'-0"

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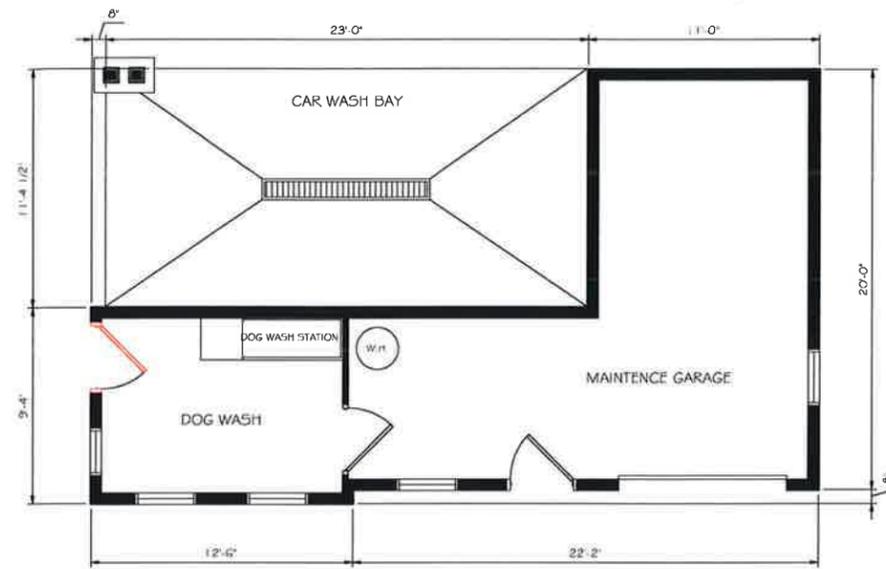
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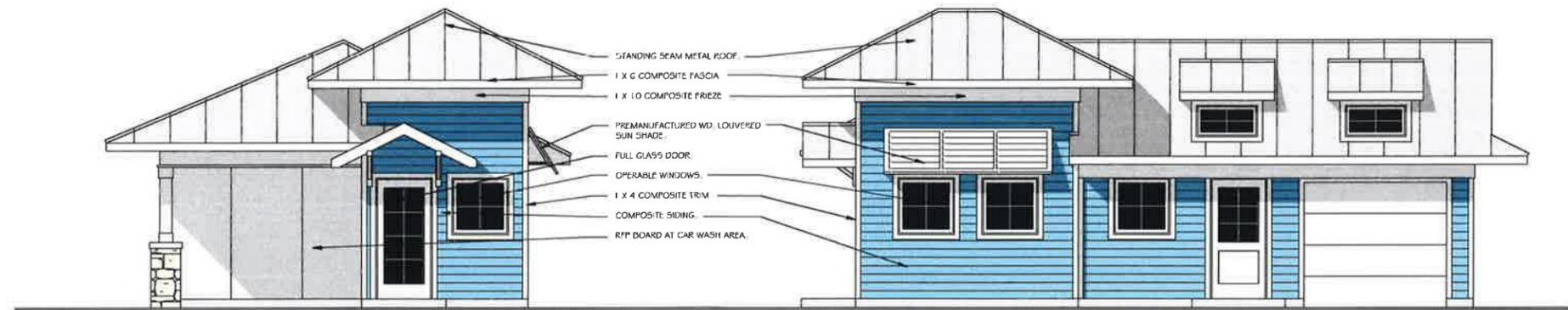
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LANSING, MICHIGAN

(33) UNIT APARTMENT
ELEVATION



MAINTENANCE GARAGE
SCALE: 1/8" = 1'-0"



LEFT SIDE ELEVATION
SCALE: 1/4" = 1'-0"

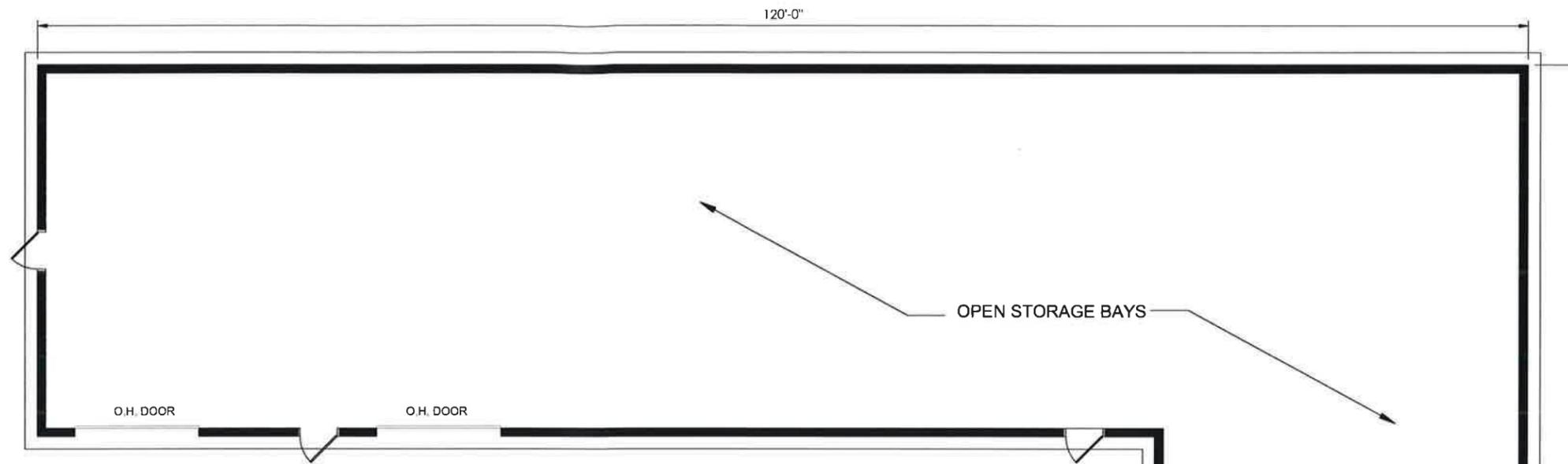
FRONT ELEVATION
SCALE: 1/4" = 1'-0"



RIGHT SIDE ELEVATION
SCALE: 1/4" = 1'-0"

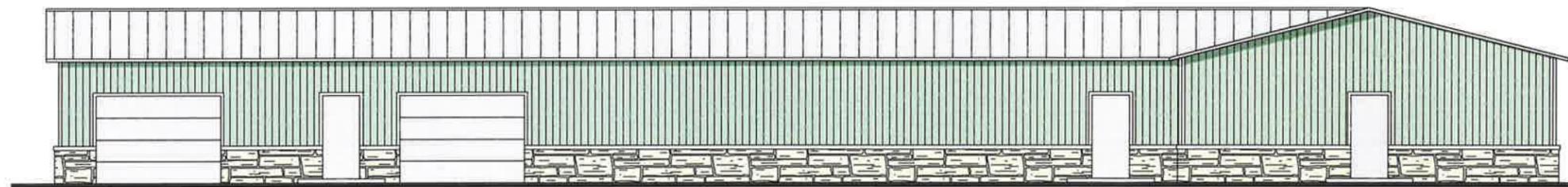


REAR ELEVATION
SCALE: 1/4" = 1'-0"



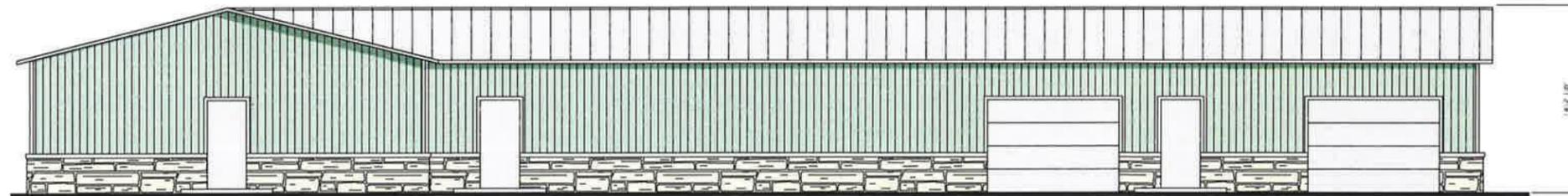
STORAGE BUILDING FLOOR PLAN

SCALE: 3/16" = 1'-0"
6,000 SQ. FT.



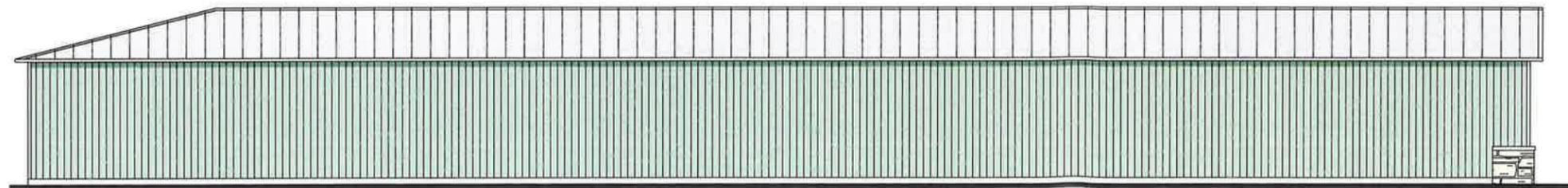
STORAGE BUILDING SOUTH ELEVATION

SCALE: 3/16" = 1'-0"



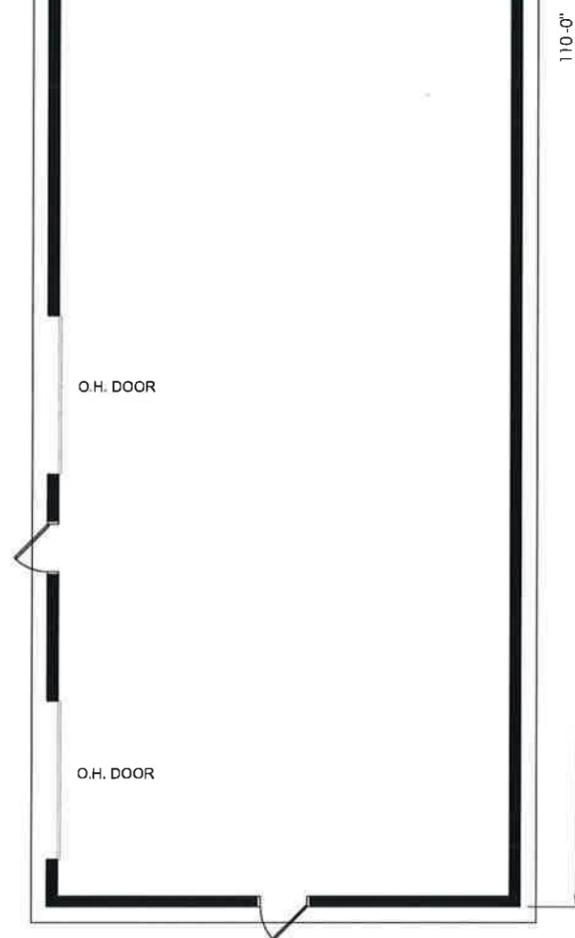
STORAGE BUILDING WEST ELEVATION

SCALE: 3/16" = 1'-0"



STORAGE BUILDING NORTH ELEVATION

SCALE: 3/16" = 1'-0"



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4.18.16 REVIEW

PROJECT MANAGER:

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Willoughby Estates
LANSING, MICHIGAN

**DELHI CHARTER TOWNSHIP
MINUTES OF THE PLANNING COMMISSION HELD ON May 9, 2016**

The Delhi Charter Township Planning Commission held a regular meeting on Monday, May 9, 2016 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Chairperson O'Hara called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Kimberly Berry-Smokoski, Rita Craig, Michael Goodall, Don Leaf, Matthew Lincoln, Ken O'Hara, Tonia Olson, Betsy Zietlow

Members Absent: Jon Harmon

Others Present: Tracy Miller, Director of Community Development
Noelle Tobias, Community Development Secretary

AMENDMENTS TO THE AGENDA: None

APPROVAL OF THE April 25, 2016 PLANNING COMMISSION MINUTES

Goodall moved and Ketchum seconded to approve the April 25, 2016 meeting minutes.

A Voice Poll was recorded as follows: All Ayes

Absent: None

MOTION CARRIED

PUBLIC COMMENT (Non-Agenda Items): None

Public Hearing, PD-3, Willoughby Estates, 33-25-05-11-452-001, 33-25-05-11-452-004 & 33-25-05-11-452-005

Ms. Miller reviewed the staff report on the Planned Development (PD) for Willoughby Estates, LLC. Ms. Miller explained that the PD option is provided by the Zoning Ordinance and can be approved in any zoning district. The PD creates a zoning district that is specific to a development. Approval of a PD has the same impact as approving a zoning ordinance amendment. It is not intended as a way to circumvent the provisions of the Zoning Ordinance. The intent of a PD is to enable substantial review approve a total project that has the demonstrate impact of resulting in a higher quality development than would otherwise occur. Ms. Miller reviewed the findings that must be made by the PC prior to approval of any PD.

SUBJECT TO APPROVAL

DELHI CHARTER TOWNSHIP
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Ms. Miller stated that the traffic impact analysis that the developer supplied was reviewed by the Ingham County Road Department (ICRD). The ICRD has done a preliminary review of the plans and the study. They agree with recommendation that turning lanes will be required in front of the development. ICRD also agrees with the study and feels that there is a strong likelihood that increased traffic during the peak hours of the day will warrant making the College and Willoughby road intersection a four way stop.

Ms. Miller stated that there are no concerns with the capacity within the sanitary sewer system. She also stated that the developer has been working with the Ingham County Drain Commission (ICDC) and there appears to be no concern regarding storm water. Ms. Miller explained that all other utilities, public services and infrastructure are sufficient to accommodate the proposed PD. Specific utility details will be finalized during the subsequent site plan review process, if the PD is approved.

Ms. Miller stated that Township Fire Chief will be requiring an emergency vehicle access. This access will look like grass but be able to bear the weight of emergency vehicles should the need arise. It will not provide daily access in or out of the development. .

Ms. Miller stated that the developer is proposing a gated facility. There will be a key pad for cars and pedestrians to enter the facility. The key pads will be located off from Willoughby Road. This should help to prevent waiting vehicles from staging on Willoughby Road.

Mr. Scott Wieland, the applicant for this project, was present.

Discussion: Olson asked if Ms. Miller could remind the PC what type of "by-right" development could currently occur at this site. Ms. Miller stated that in the RM: Multi Family Residential district six (6) units per acre would be permitted by-right and up to twelve (12) units per acre can be approved with a special use permit.

Leaf stated that, based on his calculations, a developer could come in and put in two hundred and forty one (241) units. Further, that those units could all be within three (3) story buildings and the Planning Commission would have no say in terms of the details of the development. Leaf also stated his opinion that there are many amenities that this development has that are not required.

Mr. Wieland stated that some of the benefits of the proposed PD would be creating a tax base of an otherwise blighted site. The development will bring new higher income residents to shop and eat at local businesses. He stated that each building type will have barrier free access and that the community's gates will be open during specific to prevent congestion. Mr. Wieland stated that Maple Grove Management Company will be responsible for the day-to-day operations and management of the development. They are also co-investors in the project and therefore have a direct interest in it being well managed. To that end, there will be cameras on-site for security. He stated that the reason the development will be a gated community is to provide a feeling of arrival and prestige to its' residents.

O'Hara questioned who would be responsible for the utilities on the property. Mr. Wieland stated that the landlord would be responsible for all of the utilities and all the maintenance for the property.

Public Hearing opened.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
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SUBJECT TO APPROVAL

Todd Byrem, 2505 Hummingbird, Holt, stated that he is the current treasurer for the Apple Ridge Estates Homeowner's Association. The Association had a meeting on May 5, 2016. He volunteered to speak on behalf of the entire Association regarding their thoughts and concerns. Apple Ridge is opposed to any high density development on the property. Mr. Byrem stated that they believe this development will have a negative impact on their property values, traffic and safety. Mr. Byrem stated that if the development was going to go forward, he wanted to share a few of the concerns. He stated that they believe the project will have a negative impact on property values that the traffic and road conditions on Willoughby are already in bad condition. They feel that Willoughby Estates will add to the existing problem. They feel that trail safety will be jeopardized by having additional drivers and bikers. He stated that individuals using the trail already to not stop at Hummingbird Lane. The association believes that three story apartment buildings are not a good fit for Delhi Township and that fencing the development to deter people outside the development from coming in would be beneficial. The association is concerned that the property will not be well maintained in the future. Mr. Byrem closed by stating that the Association opposes any high density and one-hundred percent (100%) rental development of any kind on the property.

Gene Wriggelsworth, 2655 Maritime Drive, Holt, stated that his home would be the closest house in the Three Lakes subdivision to this development. He believes that this development would benefit the Township in many ways; including by adding to the tax base. Mr. Wriggelsworth stated that the property is currently an eye sore and an attractive nuisance. He has personally kicked people off the site who were engaged in questionable activities. He would like something nice to go on this property. He stated that there are studies that prove that there is less crime in gated communities. He is not speaking on behalf of the Three Lakes Association, but told the PC that the topic was brought up at the last association meeting and there was very little push-back.

O'Hara stated that there was written commentary received from Scott Ammon, Lynn Zelenski and Planning Commissioner Jon Harmon who was unable to attend the public hearing tonight.

Public Hearing closed @ 7:38

Olson moved, seconded by Goodall that subject to the provisions of Section 5.23.2 of the Delhi Charter Township Zoning Ordinance, the Planning Commission hereby finds that the proposed development, known as Willoughby Estates, results in a recognizable and substantial benefit both to the community and to the ultimate users of the site, including the following:

- 1. The long-term protection and preservation of natural resources and natural features including the preservation of the pond and land to the east in its natural state, and**
- 2. Enabling the remediation of soil and groundwater contamination present on the site, and**
- 3. the creation of approximately 21.66 acres of permanent open space, not including the ponds, representing approximately 54% of the acreage within the proposed development, and implementation of the Township Master Plan via the development of high quality and unique high density residential development, while at the same time preventing the conversion of non-urbanized land in outlying areas of the community; and**

that the requested modifications from the Delhi Charter Township Zoning Ordinance as presented in the application and plans will result in a higher quality development and that

**DELHI CHARTER TOWNSHIP
MINUTES OF THE PLANNING COMMISSION HELD ON May 9, 2016**

SUBJECT TO APPROVAL

the PD is in compliance with the Zoning Ordinance, including any permitted modifications, and recommend approval to the Township Board of the Willoughby Estates project consisting of 40.13 acres located on Willoughby Road and comprised of parcel's identified as 33-25-05-11-452-001, 004 & 005 pursuant to the standards and requirements set forth in Section 5.23.2 and Section 5.23.3 of the Zoning Ordinance. This action will have the same effect as a rezoning, changing the property's zoning district designation from RM: Multi-Family to PD-3, subject to the following conditions:

1. All of the dimensional deviations from the underlying zoning are consistent with Planned Development section of the Zoning Ordinance and have been clearly indicated on the site plan, and
2. that the Township Zoning Map be amended to represent the subject property as "PD-3" and that the district regulations specific to this Planned Development will be as specifically approved and presented on the final plans presented to the Director of Community Development, and
3. that the Township and the Developer shall execute a Planned Development Agreement, pursuant to Section 5.23.8(6) of the Zoning Ordinance prior to the commencement of any site improvements, and
4. that the following conditions shall be satisfied prior to approval of the final site plan for this project and carry forward as part of this approval:
 - a. requirements set forth by the Ingham County Road Department be met
 - b. that a secondary emergency access point be provided which satisfies the requirements of the Delhi Fire Chief
 - c. all washing of vehicles/dogs/etc. must occur within the fully enclosed building designated for said purposes and as shown on the plan
 - d. the compliance table and variance table provided on the cover sheet of the PD plan set is incorporated by reference and is a part of this approval.

A Roll Call Vote was recorded as follows:

Ayes: Berry, Craig, Goodall, Leaf, Lincoln, O'Hara, Olson
Nays: None
Absent: Harmon
Abstain: Zietlow

MOTION CARRIED

GENERAL DISCUSSION AND UPDATES

There was general discussion about that status of ongoing projects.

ADJOURNMENT

Meeting adjourned at approximately 8:01 p.m.

Date: _____

Tonia Olson, Secretary

/nt



**DELHI CHARTER TOWNSHIP
MEMORANDUM**

FROM: Evan Hope, Township Clerk
TO: John Elsinga, Township Manager
Delhi Township Board of Trustees
DATE: May 4, 2016
RE: **Polling Location Change – Precinct 2**

I am proposing that beginning with the August 2, 2016 Primary that we change the polling location for Precinct 2. Currently, Midway Early Learning center is used as the polling location. Years ago, we quit using the elementary schools as polling locations for a dozen of reasons; security and parking among them. Midway is now an early learning center hosting pre-school and day care with children as young as three years old. Also, for high turnout elections, parking has become nearly impossible.

I recommend that we begin using the Holt United Methodist Church at 2321 N. Aurelius Road, which is just 0.2 miles north of Midway. The Methodist Church is fully ADA accessible has more parking and has more space inside to better provide for the turnout of this precinct. The Holt United Methodist Church has already approved the use of their building as a polling place.

Each voter in Precinct 2 will be notified of this change by sending new voter ID cards.

Recommended Motion:

To approve changing the polling location for Precinct 2 in the Charter Township of Delhi to the Holt United Methodist Church, 2321 N. Aurelius Road, Holt, beginning with the August 2, 2016 Primary.



MEMORANDUM

TO: John B. Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: May 13, 2016

RE: Ad-Hoc Art Committee Recommendation

As you are aware, Delhi Township was recently awarded a grant in the amount of \$10,000 for the commission and placement of a public sculpture in front of the CSC, and has budgeted up to an additional \$10,000 in 2016 for this purpose. The Township Board appointed an Ad-Hoc committee for the purpose of receiving proposals from artists for the sculpture and making a recommendation on which artist should be selected. That committee met on April 11th to review and finalize the Request for Proposals (RFP), which was approved by the Board at the April 19th meeting.

On April 20th the RFP was circulated to a wide variety of artists and agencies with contacts in the art community. We received a total of eight proposals from local artists in response to our RFP. On May 12th the committee met to review the proposals and make a selection. After reviewing all of the proposals and discussing them, it was easily determined that the unanimous favorite was the proposal from Matt Lincoln. Mr. Lincoln is a Delhi Township resident who proposes to partner with Bach Steel to create a sculpture entitled "Happy in Holt". Mr. Lincoln's proposal is attached for your review and consideration.

The proposed sculpture will be approximately 20' tall, 12' of which will be above the rim of the detention basin in which it will be placed. The committee liked the design very much, and appreciated the meaning of the proposed piece. It is important to point out that Mr. Lincoln will be donating his time, work and artistic contribution on this project. This enables more of the funding to go into the actual artwork.

Assuming the Township Board confirms the committee's recommendation; we will move forward pursuant to the Township's Public Art policy and execute the contract necessary to facilitate this project. The policy states that the Township Manager will be responsible for this process.

It is anticipated that the sculpture will be installed in mid-October. An unveiling event will be held at that time, but this will not be finalized until we have a better estimate of the exact date of installation. More information on the project's progress and the unveiling will be forthcoming, as details develop.

With the above information in mind, I respectfully request that you forward this information and the Ad-Hoc Committee's recommendation to the Township Board for their consideration and action at the May 17th meeting. If you have any question or need additional information, please do not hesitate to ask. Thank you.

Recommended Motion:

To approve the sculpture proposal from Matt Lincoln for the creation of a sculpture in front of the Delhi Township Community Services Center (CSC) building utilizing a LEAP Public Art Grant and budgeted funds and authorize the Township Manager to execute the contract regarding the same.

Matt Lincoln
2325 Kirkland Ridge Dr.
Holt, MI 48842
586-215-5709
msutrumpet@hotmail.com

Tracy Miller
Director
Community Development Department
2074 Aurelius Road
Holt, MI 48842

Re: Public Art Opportunity – Request for Artist Proposals

Dear Ms. Miller:

I appreciate the opportunity to submit my design for public art to be displayed in front of the Delhi Community Services Center on Aurelius Road in Holt.

After living in Delhi Township for four years and working with the staff for seven, my love for this community has only grown. We truly have a unique community that has become a model in Mid-Michigan.

The attached documents describe my art piece and the project. I look forward to working with you to make my inspiration a reality.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew D. Lincoln". The signature is fluid and cursive, with the first name "Matthew" being the most prominent part.

Matthew D. Lincoln

PROJECT UNDERSTANDING

Delhi Township recently received a Placemaking Public Art Grant from the Lansing Economic Area Partnership (LEAP). The grant will be used towards the commissioning, creation and installation of a piece of public art to be located within the detention pond in front of the Delhi Township Community Services Center (2074 Aurelius Road). The public art piece will be for year round display. The art piece will be highly visible to automobile and pedestrian traffic and act as an iconic landmark representing the unique character of Delhi Township/Holt. The budget for the project is \$19,000 with physical installation of the art piece occurring prior to October 14, 2016.

STATEMENT OF INTEREST

My history with Delhi Township began more than seven years ago when working on sidewalk and parking lot projects through a local landscape architecture firm. It was through these projects that I met all of the wonderful people of Holt. Fast forward three years later and I am now a proud Holt resident with three students in the Holt Public School District. I continue to participate in many of Holt events with the local cub scouts and currently serve on the Delhi Township Planning Commission. I look forward to improving our community through the expression of public art.

Delhi Township has been making headlines recently and it is for good reason. In 2015, Holt was named among the top ten happiest places in Michigan. It has also been named as a “five star” community for entrepreneurship and economic development. The accolades don’t stop there. Delhi Township was also named in the top ten best places in Michigan to own a home. These honors can only be found in one place...Holt, Michigan!

The inspiration for this art piece began shortly after Delhi Township released a recent video titled “Happy in Holt”. I immediately thought “Wouldn’t it be great if we could capture this video in the form of a sculpture and place it in the center of the round-a-bout on Cedar Street and Holloway Drive to serve as a gateway to our community?”. As soon as I picked up the phone to pitch this idea to the Community Development Department, the request for proposals came in for this project. While I believe my proposed sculpture could be replicated at the round-a-bout, the location in front of the Delhi Township Community Services Center would also serve as a centerpiece for the community.

#HAPPY IN HOLT

The proposed sculpture takes its title, “Happy in Holt” from the campaign the Township has recently publicized through social media and other outlets. This campaign is Holt’s version of “Pure Michigan” and will only gain popularity as the word continues to get out.

Material for the sculpture is all steel symbolizing our hard-working community. Two vertical I-beams are tapered at the top to represent our community’s continued desire to strive for excellence. Wrapped around the two tapered I-beams is a ribbon of steel symbolizing our excellent park system with our trails as the backbone. The people of our community are represented on this ribbon of steel as silhouettes of joggers, bikers, families and pets. The ribbon begins wide at the bottom and continues up the sculpture

as it tapers to a point always draped between the two I-beams to represent a happy smile – our most recent accolade as a top ten happy place. Of course, a smile cannot be complete without two eyes, represented by two spheres at the top of the sculpture looking to Holt’s bright future. Together, the ribbon of steel, flanking the two vertical tapered I-beams make a capital “H”, symbolizing our award winning school system. The sculpture will be painted with a classic brown and gold, also symbolizing our schools.

IMPLEMENTATION

Bach Steel will fabricate and install the sculpture. Bach steel, located at 4140 Keller Road in Delhi Township, has been a thriving Holt business since 1997. Bach steel specializes in custom ornamental steel fabrication and erection. Highlights of Bach Steel’s resume includes custom ornamental railing fabrication for the Christman Building in downtown Lansing and refabricating of the largest truss bridge in Michigan, located halfway between Lansing and Grand Rapids. See www.bachsteel.com for more information.

Upon award of the project, the artist and Bach Steel will meet with Delhi ‘Artist’ Township to kick-off the project and sign contracts.

Bach Steel plans to begin fabrication of the sculpture shortly after award of the project. Once the physical components of the sculpture are complete in the shop, Delhi Township, hereafter referred to as “Owner” and the artist will be invited to inspect the art piece prior to painting. The structural steel elements will be riveted and welded together. Rivets are a historic fastener that Bach Steel is known for. The rivets will provide a pleasing aesthetic texture to the metal while also functioning as fasteners. Steel will be supplied by America Steel.

The painting method will be power coated to ensure longevity and durability. Paint color samples will be submitted to the Township and the artist for approval prior to painting.

Once painting is completed, the sculpture will be transported to the site in front of the Community Services Center. The sculpture will be erected and set in two concrete footings 42 inches deep per the design details.

Although lighting of the sculpture is not necessary, Bach Steel will subcontract with an electrical contractor selected by the Owner to supply and install two LED ground-mounted spot lights should the owner wish to light the sculpture. The artist and Bach Steel will submit lighting choices to be selected by the Owner prior to installation.

The sculpture will be erected and ready for dedication prior to October 14, 2016.

SCULPTURE MAINTENANCE/WARRANTY

Maintenance of the sculpture includes paint touch-up as needed. Maintenance also includes annual inspection of the bolts at the base of the sculpture and all rivets and welded junctures.

Bach Steel will provide a one-year warranty on all materials, labor, and supplied from the date of substantial completion and per the contract documents. Any defects or deficiencies that occur within the warranty period will be repaired or replaced as needed and in a prompt manner at no cost to the owner.

Any work on the sculpture outside of the warranty period will be at the owner's expense, although Bach Steel will be made available to perform this work, should the Owner enter into a new contract with Bach Steel.

DETAILED BUDGET

Concrete Footings:	\$ 1,500
Powder Coating Paint:	\$ 2,000
Steel Fabrication and installation:	\$ 13,000
<u>Lighting:</u>	<u>\$ 2,500</u>
TOTAL Project Cost:	\$ 19,000

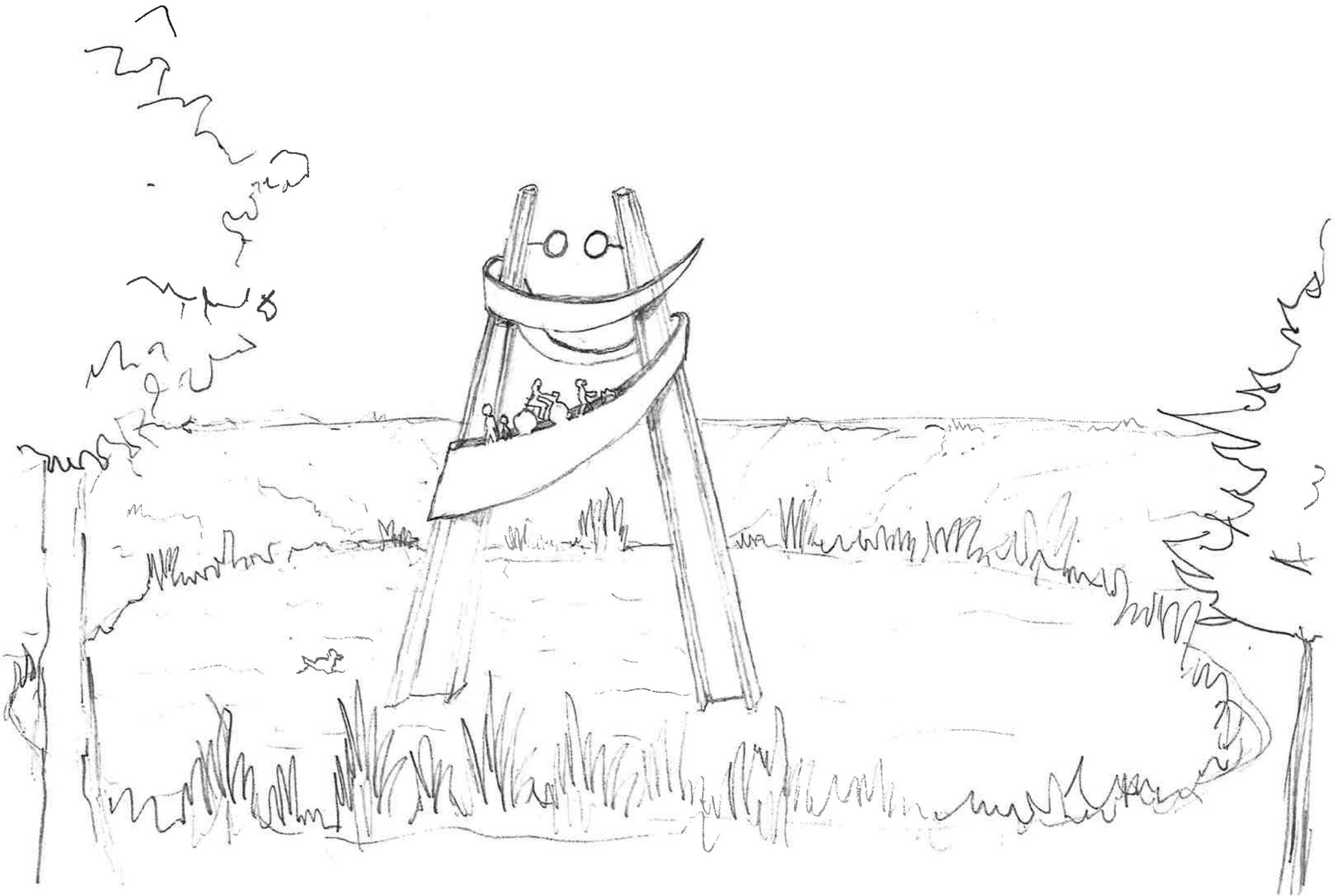
ATTACHMENTS

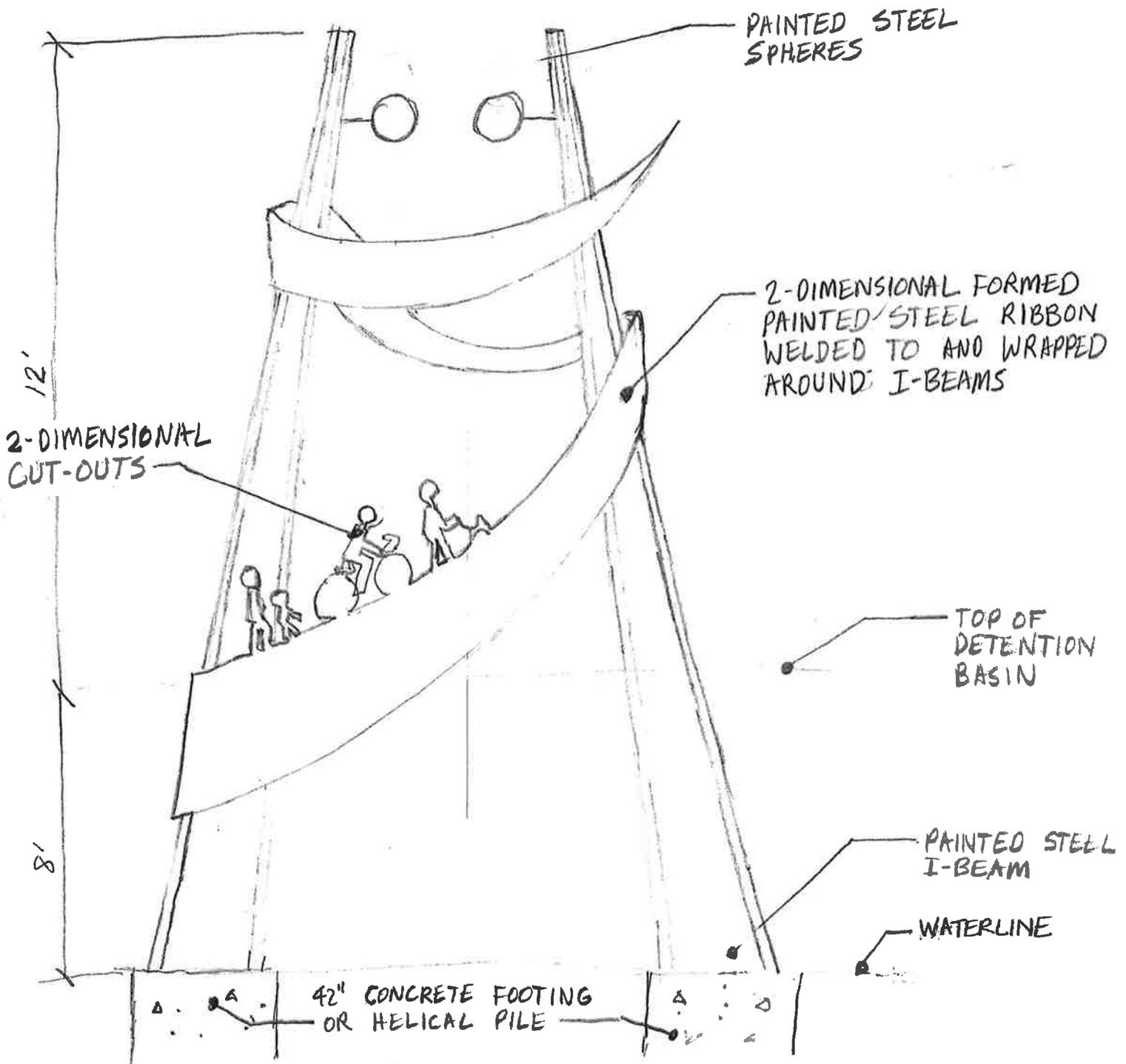
1. Artist's Conceptual Drawings
2. Artist's Resume
3. Examples of Artist's Work



HAPPY IN HOLT

NOT TO SCALE





HAPPY IN HOLT ELEVATION
 NOT TO SCALE

QUALIFICATIONS

- *Personal qualities:* Well organized, enthusiastic, motivated, timely, creative, leader
- *Equipment experience:* GPS systems and equipment, laser level survey equipment
- *Software experience:* Mac OS, Windows 7, Microsoft Word, Microsoft PowerPoint, Microsoft Excel, AutoCAD, Adobe Photoshop, ArcGIS, Microstation, Adobe Indesign, Google SketchUp

EDUCATION

- Michigan State University: Bachelors in Landscape Architecture 2004, Study Abroad 2003
- State of Michigan Quality of Life Leadership Academy 2014
- Dale Carnegie Training 2006
- Disney College Program 1999

EMPLOYMENT

5/12 - Present Michigan Department of Natural Resources Parks and Recreation Division

- *Responsibilities:* General management planning, Partnership Match Program administrator, development project management, land liaison, equestrian liaison, grant writing and reporting, grants lean process team 5 leader, strategic planning
- *Experience Gained:* Public speaking, government operations and structure, workshop facilitation, grant program requirements

2/07- 5/12 Landscape Architects & Planners, Inc. Lansing, MI

- *Responsibilities:* Master planning, construction document preparation, construction administration, grant writing, report preparation, project management, transportation design and site plan preparation
- *Experience Gained:* International relations, management and delegation skills, writing, client and contractor relations, public relations

5/04- 2/07 Boss Engineering Howell, MI

- *Responsibilities:* Tree surveys, presentation preparation, site plans, landscape plans, lighting plans, preliminary layouts, site inventory and analysis
- *Experience Gained:* Ordinance interpretation, residential development, tree identification

ACTIVITIES AND ACHIEVEMENTS

- Licensed Landscape Architect No. 01533
- Certified Storm Water Operator No. 09503
- Delhi Township Planning Commissioner
- Eagle Scout
- ASLA Honor Award
- Spartan Marching Band Alumni
- Cub Scout Pack 240 Den Leader
- Cub Scout Pack 240 Committee Chair

RELATED PROJECTS

- Gateway sign: Utica, MI
- Wentworth Park design: Lansing, MI
- Clinton River Trail signs: Rochester Hills, MI
- Streetscape design: New Buffalo, MI
- Raingarden and overlook: Holt, MI
- Urban landscape design: Ningxiang, China

REFERENCES

Available upon request

UTICA GATEWAY SIGN UTICA, MI



Design Inspirations



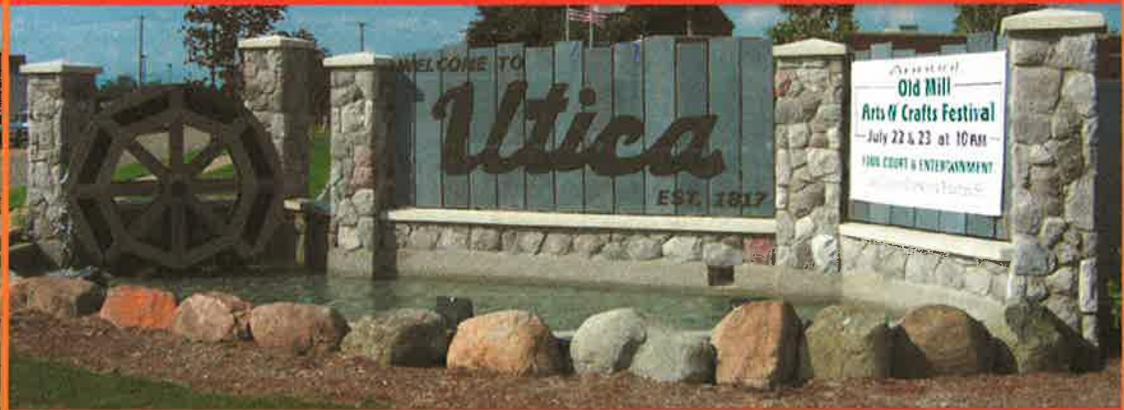
Utica Milling Co.



Existing Signs



Clinton River



MATTHEW D. LINCOLN

LOOK & FEEL GUIDELINES

MATTHEW D. LINCOLN

Guidelines



Friends of Clinton River Trail



History Style



Appendix



Before



After



Before



After



Before



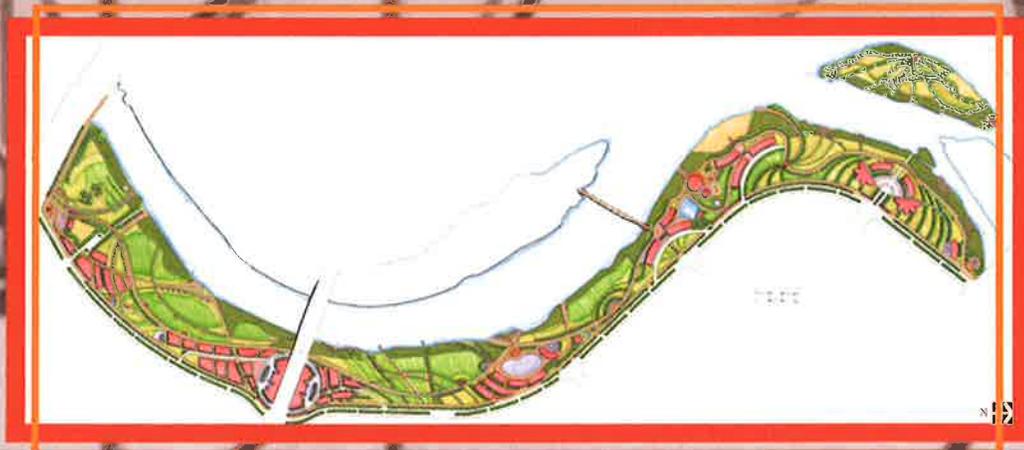
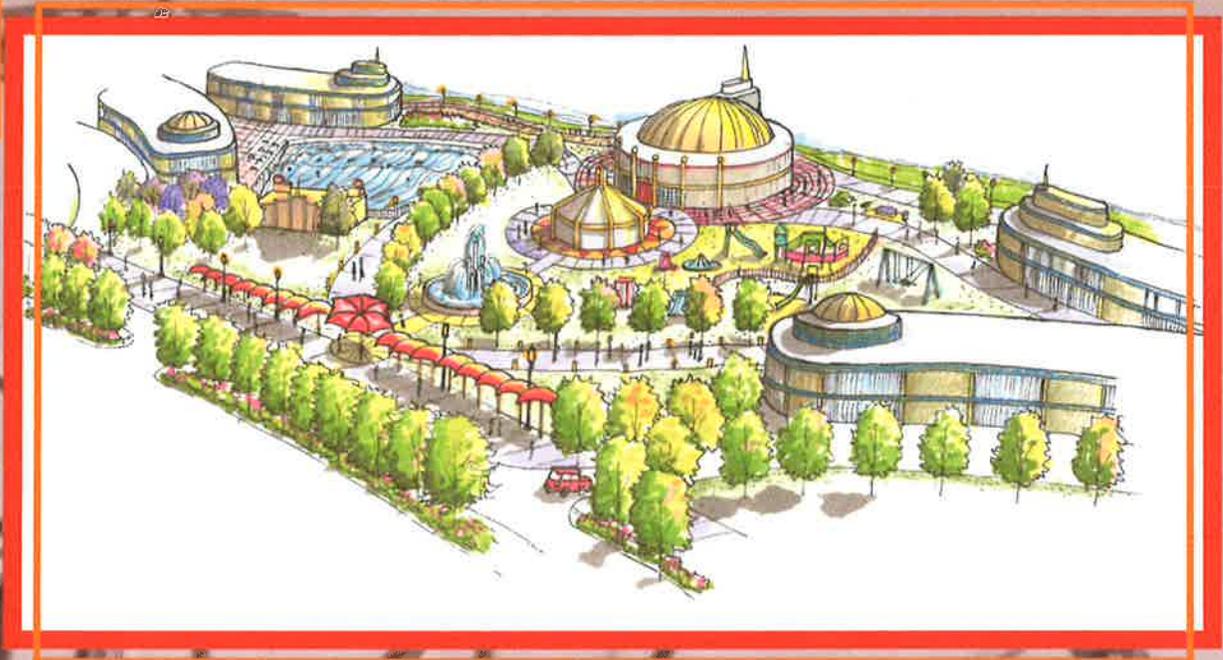
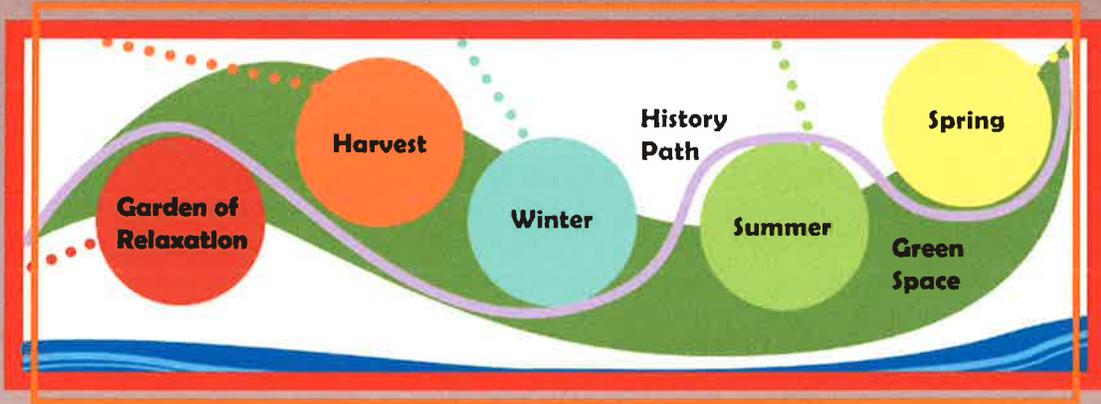
After

Friends of Clinton River Trail

Defining the Look and Feel of the Clinton River Trail-33

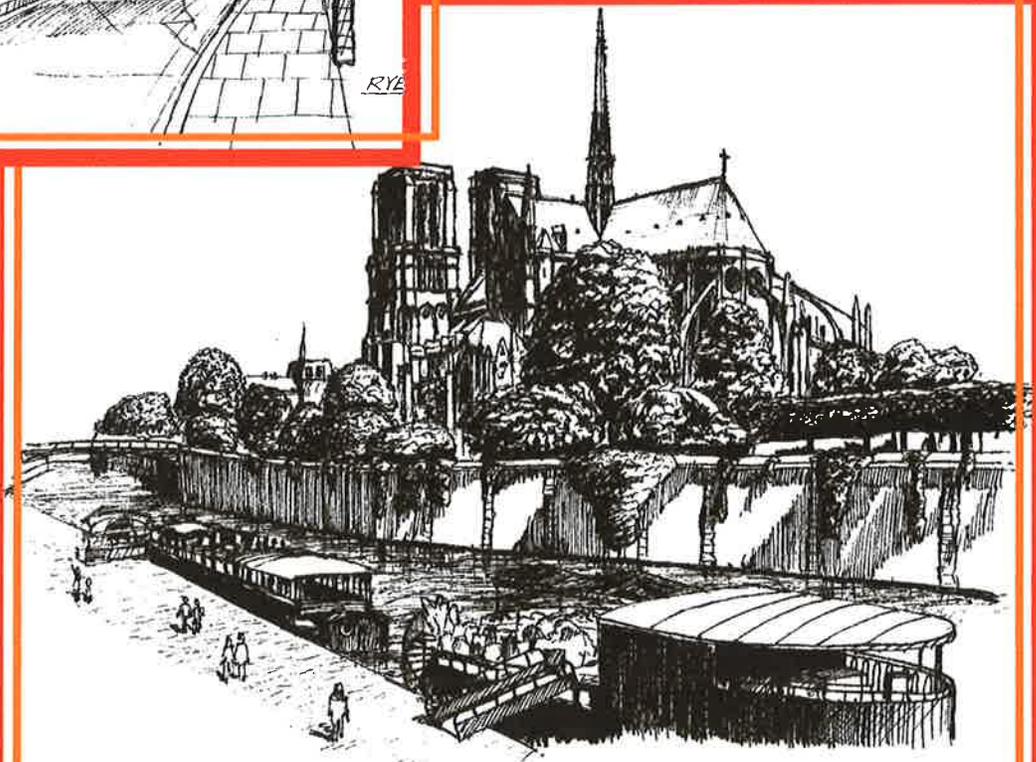
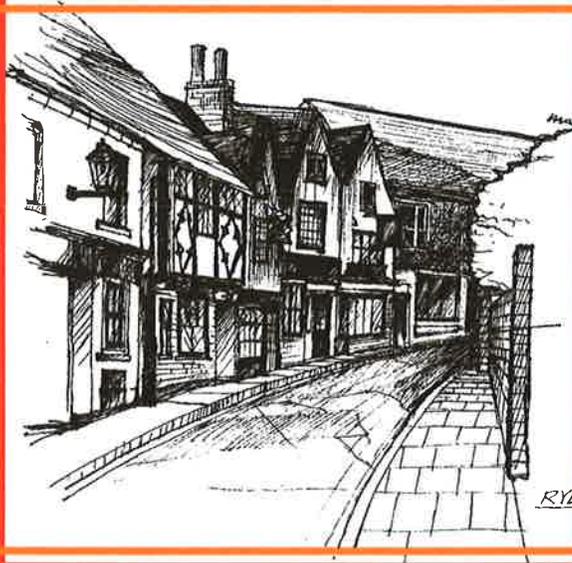
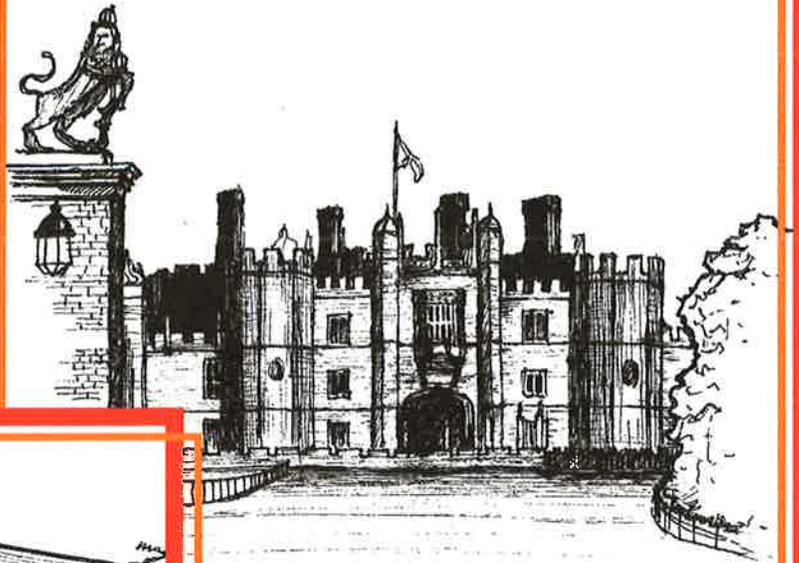
WEI RIVER LANDSCAPE NINGXIANG, CHINA

MATTHEW D. LINCOLN



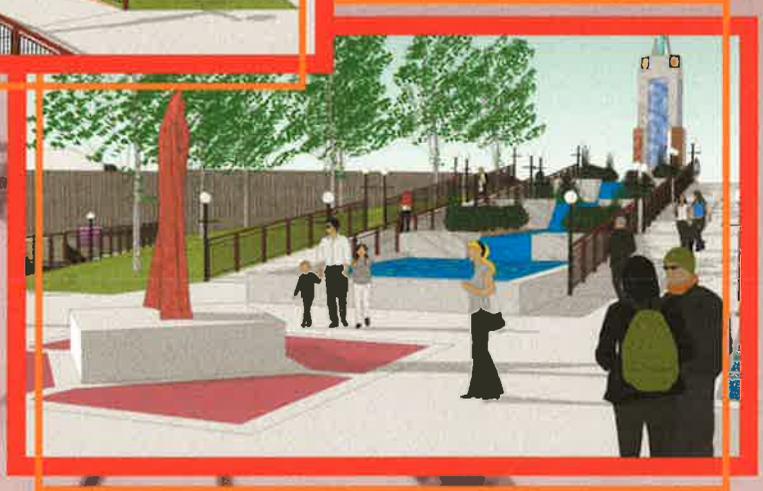
SKETCHES

MATTHEW D. LINCOLN



WENTWORTH PARK
LANSING, MI

MATTHEW D. LINCOLN



DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: May 9, 2016

RE: Resolution No. 2016-008 – To Postpone the Construction of a Required Sidewalk – 1018 Hogsback Road

Enclosed for your review and approval is Resolution No. 2016-008 which would postpone the construction of a required sidewalk for property owned by K & L Jessop Development, LLC located at 1018 Hogsback Road.

The Delhi Charter Township Sidewalk Ordinance No. 91 says “all owners of lots and parcels abutting dedicated public streets shall be required to construct sidewalks at the time of construction of any new principal buildings...” Ordinance No. 91 also provides for the indefinite postponement of required sidewalk construction under certain conditions.

The property owner has formally requested postponement of the installation of sidewalk along this property as currently there is no sidewalk located nearby. Therefore, it would make sense to enter into a Sidewalk Agreement to postpone the construction of this sidewalk until a later date to be determined by the Township.

I, therefore, recommend the Board adopt Resolution No. 2016-008 to allow for the postponement of the installation of sidewalk and require the property owner and Township to execute a Sidewalk Agreement affecting the same.

Recommended Motion:

To adopt Resolution No. 2016-008 which postpones the construction of a required sidewalk along property owned by K & L Jessop Development, LLC located at 1018 Hogsback Road and requires the property owner to execute a Sidewalk Agreement stating the same.



MEMORANDUM

TO: John B. Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: Tuesday, May 10, 2016

RE: Sidewalk Postponement Agreement – Request by K&L Jessop Development LLC.
1018 Hogsback Road (Laux Construction)

K & L Jessop Development, LLC has acquired the property located at 1018 Hogsback Road and received approval for the construction of a contractor's office on same. The property occupancy will be Laux Construction. David Laux, owner, has requested that he be permitted to postpone construction of sidewalk along Hogsback and Harper Roads. The property has frontage on both roads and, therefore, would ordinarily be required to construct sidewalk along the same.

However, Section 5 of the Sidewalk Ordinance provides for the postponement of sidewalk construction, if approved by resolution of the Township Board, in two specific instances, as follows:

1. *"...where the nearest existing sidewalk is over one-quarter mile away or where it seems very unlikely that the required sidewalk will be directly linked with a future extension of the sidewalk system within three (3) years."*
2. *"...where the Board determines that strict application of such requirements would result in practical difficulties, including but not limited to, severe variations in topography, unsuitable soils, or difficulty in providing safe separation between pedestrian and vehicular traffic due to site location, layout or existing building arrangements."*

The Sidewalk Ordinance also requires that the property owner enter into a Sidewalk Agreement with the Township when a postponement request is granted by the Township Board. The Agreement stipulates that the property owner (or any future property owner) will be responsible for the entire cost of the sidewalk at such time as the Township determines that it is desirable to construct it. Of course, if the Property Owner should decide to construct the sidewalk prior to the Township's demand it would be permissible.

At this time, I would recommend that the Township Board grant the postponement request. I've attached a draft agreement that, if authorized, I will have executed and recorded. I have

also attached a map of the property for reference. The nearest sidewalk is located within the Gardens Subdivision. This sidewalk does not go out to Cedar Street and so no connection to this site is currently possible. There is no other sidewalk nearby.

I hope that this provides the necessary background information. However, if you have questions or if there is additional information that I can provide, please do not hesitate to ask. Thank you.

DELHI CHARTER TOWNSHIP

RESOLUTION NO. 2016-008

A Resolution to Postpone the Construction of a
Required Sidewalk

At a Regular Meeting of the Township Board of Trustees, of the Charter Township of Delhi, Ingham County, Michigan, held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Tuesday, the 17th day of May, 2016, at 7:30 o'clock, p.m.

PRESENT:

ABSENT:

The following Resolution was offered by_____.

WHEREAS, pursuant to Township Ordinance 91, the "Sidewalk Ordinance", all owners of lots and parcels abutting dedicated public streets are required to construct sidewalks at the time of construction of any new principal buildings, or at the time of alteration of existing principal buildings on such lots or parcels; and

WHEREAS, K&L Jessop Development, LLC., the owner of property located at 1018 Hogsback Road (33-25-05-25-453-004) is required to install sidewalk along the frontage of Hogsback and Harper Roads for the entire length of its property; and

WHEREAS, the installation of the required sidewalk at this time could result in a practical difficulty resulting from the fact that there is not any other sidewalk nearby; and

WHEREAS, this condition makes it undesirable to install the subject sidewalk at this point in time, but that regardless of any change in the stated conditions at some future time, the Township may, in their sole discretion, determine that it is appropriate to call on the property owner to complete the installation.

NOW, THEREFORE, BE IT RESOLVED; that the Township Board does hereby postpone the requirement for the construction of approximately 678.92+/- feet of sidewalk adjacent to Hogsback and Harper Roads until such time as it is deemed appropriate by the Township.

BE IT FURTHER RESOLVED, that future installation of the postponed sidewalk shall meet the requirements of the Sidewalk Ordinance in effect at that time and that all costs associated with the installation shall be the responsibility of the property owner, and

Exhibit A:
Proposed Agreement



**DELHI CHARTER TOWNSHIP
SIDEWALK AGREEMENT
K&L Jessop Development LLC.
1018 HOGSBACK ROAD
PARCEL NUMBER: 33-25-05-25-453-004**

THIS AGREEMENT made this ____ day of _____, A.D., 2016, by and between K&L Jessop Development LLC., 4218 Charlar Drive, Holt, MI (the "Property Owner") and Delhi Charter Township, a Michigan municipal corporation, 2074 N. Aurelius, Holt, MI 48842 (the "Township").

WITNESSETH:

WHEREAS, the Property Owner owns property within the Charter Township of Delhi, legally described as:

COM AT SE COR OF SEC 25, TH N88°40'W ALG S SEC LN 1306.26 FT TO POB, TH N88°40'W ALG S SEC LN 317.55 FT, TH N45°01'W ALG C/L HOGSBACK RD 361.37 FT, TH N46°16'26"E 179.13 FT, TH N00°52'27"E 396.97 FT, TH S89°6'24"E 450.25 FT, TH S00°55'58"W 776.67 FT TO POB, SEC 25 T3NR2W 8.716 AC M/L.

commonly known as: 1018 Hogsback Road, Mason, MI 48854

WHEREAS, the Township has in effect an Ordinance requiring that the property described above have constructed within the public street right-of-way, located adjacent to its boundaries, a sidewalk located and constructed as required by said Ordinance; and,

WHEREAS, pursuant to provisions within said Ordinance, the Property Owner has requested that the Township grant permission to install said sidewalk at a date subsequent to this agreement; and,

WHEREAS, the Township is agreeable to postpone installation of said sidewalk until such time as the Township shall request such construction, in writing, and

WHEREAS, based on the finding that there are not currently sidewalks located within close proximity of the subject site, and sidewalk is unlikely to be constructed in the near-term future.

NOW THEREFORE, it is MUTUALLY AGREED by and between the parties hereto as follows:

1. The Property Owner hereby agrees that in consideration for the extension of time granted it by the Township for the construction of sidewalk as required on said property, the Property Owner will construct said sidewalk upon written request of the Township within ninety (90) days of the receipt of such request. Such request shall be deemed received by said Property Owner upon the mailing of same by the Township to the last known address of said property owner as same appears in the property tax rolls of the Township or posting a copy of said request on the premises described above.

2. That the Property Owner hereby agrees to construct a sidewalk along its entire frontage on both Hogsback Road (approximately 361.37') and Harper Road (approximately 317.55') for the entire length of the property as of this date, at no cost to the Township, to be located upon and of the type, quality and location as required by the Township's Ordinances in effect at the time such request is made.

3. That the obligation incurred herein shall run with, and constitute a lien upon the property described above and that a copy of this Agreement shall be recorded with the Register of Deeds, the cost of said recording to be paid by the Property Owner, and that the obligation herein shall apply to his heirs, successors and the assigns of the parties hereto.

4. That the Property Owner is the owner of the property described above and that there are no other persons holding fee or equitable title to such property except as set forth herein and that it is under no disability to execute this agreement and bind the property to the terms hereof.

5. That there are no other agreements or understandings, written or oral, between the parties except as set forth herein and this agreement shall be construed as having been drafted by the parties jointly.

IN WITNESS WHEREOF the parties have hereunto set their hands and seals the date above first written.

K&L Jessop Development LLC.

WITNESSED BY:

SIGNED:

Name & Title:

STATE OF MICHIGAN)
)ss.
COUNTY OF INGHAM)

Subscribed to and sworn before me this _____ day of _____,
A.D. 2016.

Notary Public
Ingham County, Michigan
My commission expires: _____

DELHI CHARTER TOWNSHIP

WITNESSED BY:

BY: C.J. Davis
Delhi Charter Township Supervisor

BY: Evan Hope
Delhi Charter Township Clerk

STATE OF MICHIGAN)
)ss.
COUNTY OF INGHAM)

Subscribed to and sworn before me this _____ day of _____,
A.D. 2016.

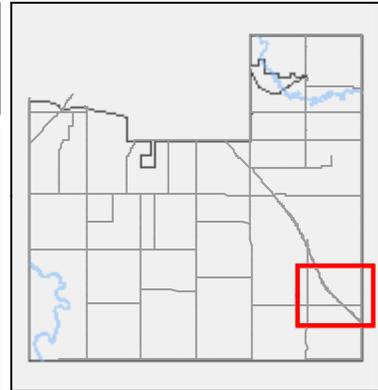
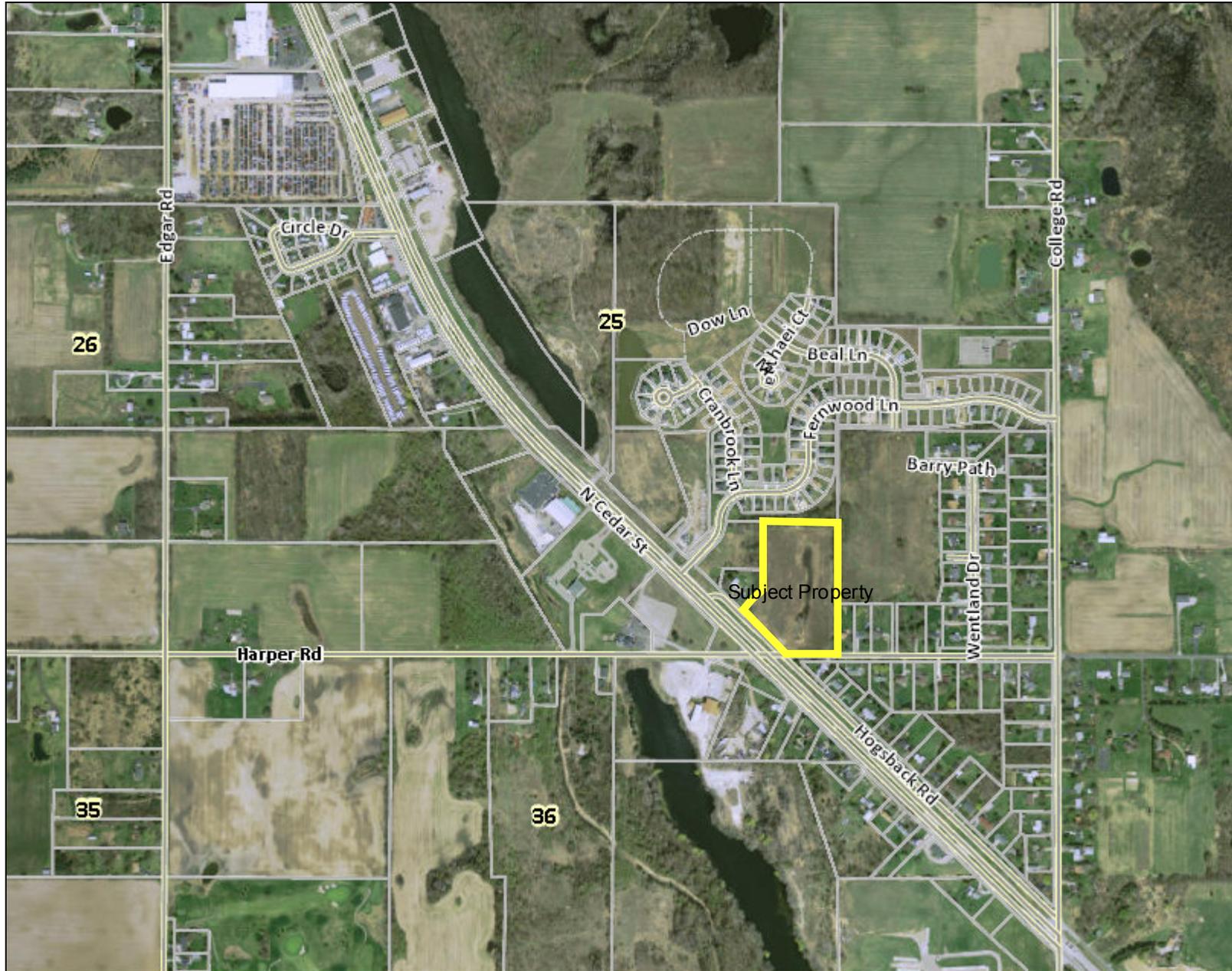
Notary Public
Ingham County, Michigan
My commission expires: _____

PREPARED BY:
Delhi Charter Township
Community Development Department
2074 Aurelius Rd., Holt, MI 48842

Upon recording, return to same.

1018 Hogsback Road

Proximity of Existing Sidewalk



Legend

- Lot Lines
- Mobile Home Lots
- City of Lansing

1 inch = 863.3 feet



This map is intended for use as a generalized township-wide planning tool and there are no warranties that accompany this product. The Township recommends users of this map to confirm the data used in this map by visual inspection of the geographic area. The township is not liable for decisions made with the use of this product.

Map Source: Delhi Charter Township
Map Printed: Monday, May 09, 2016



Notes:

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board of Trustees

FROM: John B. Elsinga, Township Manager

DATE: May 10, 2016

RE: Resolution No. 2016-009 – Road Improvement Special Assessment District – English Meadows Subdivision

On May 4, 2016, the Township Board adopted Resolution No. 2016-007, which was the fourth of five resolutions, to set a public hearing for May 17, 2016 at 7:45 p.m. to hear objections to the Special Assessment District Roll for Road Improvements for English Meadows Subdivision.

Final cost estimates for this road improvement project are estimated to be \$245,000 based on bids received by the Ingham County Department of Roads. Therefore, each benefitting property will be responsible for \$2,663.04, or \$344.88 per year spread over ten years at 5% interest if they choose.

The attached Resolution No. 2016-009, is the fifth and final resolution, which adopts the Special Assessment District Roll for English Meadows Subdivision subject to the public hearing.

Upon closing the public hearing, I offer the following motion for the Board's consideration:

Recommended Motion:

To adopt Resolution No. 2016-009, which is the fifth of five resolutions, which adopts and confirms the Special Assessment District Roll for Road Improvements for English Meadows Subdivision in the estimated amount of \$245,000 to be assessed against the benefitting property owners over ten years at an interest rate of 5.0% per annum.



MEMORANDUM

TO: John B. Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: Monday, May 09, 2016

RE: Final Resolution – Establishing the Special Assessment District (SAD) roll for the English Meadows Subdivision Street Improvements

The English Meadows subdivision submitted valid petitions last year regarding the establishment of a SAD for the purpose of paying for improvements to the roads within their neighborhood. The Ingham County Road Department (ICRD) is now ready to move forward with this project on behalf of the property owners and expects to do so this summer. The ICRD Director has reviewed the costs associated with the improvements and has confirmed that the estimated project cost of \$245,000 should be sufficient for completion of the project. As such, the Township must now take the final step in the creation of the SAD.

You will note that the roll proposes to equally divide the total project cost among all benefitting properties. In this case, the cost will be spread over the 92 properties. This causes the estimated total cost to each property to be \$2,663.04. This amount can be amortized over a 10 year period of time, which equals an annual payment of approximately \$344.88. The Township will charge interest and applicable fees should a property owner opt to pay over time. Of course, they may pay the full amount at anytime to avoid any interest that may otherwise accrue.

On May 17th the Board will conduct the final public hearing for this project. The purpose of this hearing is to hear objections to the proposed roll only. The need and necessity for the project has previously been established and approved. After the hearing, the Township Board should take action to approve the roll and the attached Resolution.

I hope that this provides the necessary background information. However, if you have questions or if there is additional information that I can provide, please do not hesitate to ask. Thank you.

DELHI CHARTER TOWNSHIP

RESOLUTION 2016-009

THIS IS THE FIFTH OF FIVE RESOLUTIONS, WHICH ADOPTS THE SPECIAL ASSESSMENT DISTRICT ROLL FOR THE CONSTRUCTION OF STREET IMPROVEMENTS FOR ENGLISH MEADOWS SUBDIVISION

At a Regular Meeting of the Township Board of Trustees, of the Charter Township of Delhi, Ingham County, Michigan, held in the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Tuesday, the 17th day of May, 2016, at 7:30 o'clock, p.m.

PRESENT:

ABSENT:

The following Resolution was offered by _____ and supported by _____.

WHEREAS, pursuant to due notice to all interested parties, this Board did meet on Tuesday, the 17th day of May, 2016, at 7:45 o'clock, p.m., at the Delhi Township Community Services Center, in the Charter Township of Delhi for the purpose of reviewing the special assessment roll and hearing any objections hereto for the street improvements on Haddon Hall Drive, Groombridge Drive, Glendurgan Court; and

WHEREAS, at the time and place designated for said meeting, the meeting was duly called to order, and the Township Supervisor announced the opening of the hearing for objections to the special assessment roll prepared by the Supervisor and on file with the Township Clerk, said roll assessing the cost of street improvements for Haddon Hall Drive, Groombridge Drive and Glendurgan Court Street Improvements Special Assessment District against benefiting properties; and

WHEREAS, objections were heard or filed in writing with the Township Clerk; and the following adjustment or corrections were made: _____.

and,

WHEREAS, the Township Board desires to confirm the special assessment roll attached:

NOW, THEREFORE, BE IT RESOLVED by the Township Board of the Charter Township of Delhi, Ingham County, Michigan, as follows:

1. Township Board does hereby designate the special assessment project as "English Meadows Subdivision Street Improvements".

2. Said special assessment roll shall be designated "English Meadows Subdivision Street Improvements" and the district against which it is assessed shall be designated "English Meadows Subdivisions Street Improvements". The Street Improvements for English Meadows Subdivision Special Assessment Roll in the amount of \$245,000.00, as prepared and reported to the Township Board by the Supervisor is hereby adopted and confirmed, and the Township Clerk is hereby directed to endorse there on this date of this confirmation.
3. That the special assessment roll shall be divided into 10 equal annual installments. The first such installment to be due on December 1, 2016 and the following installments to be due on December of the succeeding years thereafter. Said special assessments may be paid in full on or before October 30, 2016, without interest; thereafter, said installments of the special assessment roll shall bear interest at the rate of 5% per annum, commencing on the 31st day of October, 2016, payable annually on the due date of each installment after the first installment. If any installment is not paid when due, then the same shall be deemed to be delinquent, and there shall be collected thereon, in addition to the interest above provided, a penalty at the rate of 1% for each month or fraction thereof that the same remains unpaid before being reported for reassessment upon the Township roll. In the event the Township Board determines it is in the best interest of the district and the Township at large to issue bonds pledging the receipts of said special assessment roll and the full faith and credit of the Township; then and in that event, the interest on the unpaid installments shall be adjusted to not more than 1% greater than the average interest rate at which the bonds were sold. Said interest shall be payable annually on each installment due date.
4. Any of the unpaid balance due on the special assessment roll may be paid in full on any date, together with the interest due as of said payment date.
5. The assessments made in said special assessment roll are hereby ordered and directed to be collected. The Township Clerk shall deliver said special assessment roll to the Township Treasurer to collect the assessments therein in accordance with the direction of the Township Board with respect thereto, and the Treasurer is authorized and directed to collect the amounts assessed as they become due pursuant to the terms of this resolution and the provisions of the applicable statutes of the State of Michigan.
6. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

Evan Hope, Township Clerk

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Clerk of the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on the 17th day of May, 2016.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this ____ day of May, 2016.

Evan Hope, Township Clerk

Exhibit A:
English Meadows Subdivision Street Improvements

Delhi Charter Township
Special Assessment Roll for:

5/9/2016

English Meadows Subdivision Street Improvements

PARCEL NUMBER	OWNER'S NAME	OWNERS MAILING ADDRESS	OWNER'S CITY	STATE	ZIP	PROPERTY ADDRESS	BENEFITS	APPROX. FRONT FT.	Est. COST PER BENEFIT
33-25-05-21-400-018	THOMSON, TIA L & GIBBS, SANDRA	5100 MCCUE ROAD	HOLT	MI	48842	5100 MCCUE ROAD	1	250.00	\$ 2,663.04
33-25-05-21-476-001	PRUSH, JOHN S	5010 HADDON HALL DRIVE	HOLT	MI	48842	5010 HADDON HALL DRIVE	1	101.34	\$ 2,663.04
33-25-05-21-476-002	NGUYEN, BINH	5016 HADDON HALL DRIVE	HOLT	MI	48842	5016 HADDON HALL DRIVE	1	70.00	\$ 2,663.04
33-25-05-21-476-003	PENSKI, DAVID & CYNTHIA J	5022 HADDON HALL DRIVE	HOLT	MI	48842	5022 HADDON HALL DRIVE	1	70.39	\$ 2,663.04
33-25-05-21-476-004	O'BRIEN, LARA	5028 HADDON HALL DRIVE	HOLT	MI	48842	5028 HADDON HALL DRIVE	1	72.99	\$ 2,663.04
33-25-05-21-476-005	RUONAVAARA FAMILY TRUST	5034 HADDON HALL DRIVE	HOLT	MI	48842	5034 HADDON HALL DRIVE	1	79.03	\$ 2,663.04
33-25-05-21-476-006	SINGER, LISA JO FAMILY TRUST	5040 HADDON HALL DRIVE	HOLT	MI	48842	5040 HADDON HALL DRIVE	1	80.90	\$ 2,663.04
33-25-05-21-476-007	WALSH, JAMES M & PATRICIA A	5046 HADDON HALL DRIVE	HOLT	MI	48842	5046 HADDON HALL DRIVE	1	80.27	\$ 2,663.04
33-25-05-21-476-008	UNDERHILL, MATTHEW & LORI ANN	5052 HADDON HALL DRIVE	HOLT	MI	48842	5052 HADDON HALL DRIVE	1	84.37	\$ 2,663.04
33-25-05-21-476-009	DESROCHERS, DAVID	5058 HADDON HALL DRIVE	HOLT	MI	48842	5058 HADDON HALL DRIVE	1	85.00	\$ 2,663.04
33-25-05-21-476-010	TAYLOR, BRENT L & KRISTY S	5064 HADDON HALL DRIVE	HOLT	MI	48842	5064 HADDON HALL DRIVE	1	91.39	\$ 2,663.04
33-25-05-21-476-011	KOCH, BRIAN L	5070 HADDON HALL DRIVE	HOLT	MI	48842	5070 HADDON HALL DRIVE	1	89.78	\$ 2,663.04
33-25-05-21-476-012	SHEWCHUCK, ROBERT & JOY	5076 HADDON HALL DRIVE	HOLT	MI	48842	5076 HADDON HALL DRIVE	1	89.78	\$ 2,663.04
33-25-05-21-476-013	MILLER, AMY M & NICHOLAS S	1591 HADDON HALL DRIVE	HOLT	MI	48842	1591 HADDON HALL DRIVE	1	89.77	\$ 2,663.04
33-25-05-21-476-014	GAUS, SCOTT & VANETT, MELISSA	1585 HADDON HALL DRIVE	HOLT	MI	48842	1585 HADDON HALL DRIVE	1	89.78	\$ 2,663.04
33-25-05-21-476-016	MAASON, JOHN A & SARA A	1579 HADDON HALL DRIVE	HOLT	MI	48842	1579 HADDON HALL DRIVE	1	76.84	\$ 2,663.04
33-25-05-21-476-017	BURGE, ANNETTE L	1573 HADDON HALL DRIVE	HOLT	MI	48842	1573 HADDON HALL DRIVE	1	77.12	\$ 2,663.04
33-25-05-21-476-018	WILKINS, CAROL A & DAVID H	1567 HADDON HALL DRIVE	HOLT	MI	48842	1567 HADDON HALL DRIVE	1	212.00	\$ 2,663.04
33-25-05-21-477-001	GILSDORF, CLINTON N & MICHELLE M	5077 HADDON HALL DRIVE	HOLT	MI	48842	5077 HADDON HALL DRIVE	1	94.82	\$ 2,663.04
33-25-05-21-477-002	COONEY, WILLIAM P & KATHLEEN M	5071 HADDON HALL DRIVE	HOLT	MI	48842	5071 HADDON HALL DRIVE	1	229.09	\$ 2,663.04
33-25-05-21-477-003	NARODOWIEC, JOAN A	1579 GROOMBRIDGE DRIVE	HOLT	MI	48842	1579 GROOMBRIDGE DRIVE	1	90.70	\$ 2,663.04
33-25-05-21-477-004	CHRISTENSEN, KATHLEEN A	1573 GROOMBRIDGE DRIVE	HOLT	MI	48842	1573 GROOMBRIDGE DRIVE	1	70.00	\$ 2,663.04
33-25-05-21-477-005	DARLING, BLAIR & PHYLLIS	1567 GROOMBRIDGE DRIVE	HOLT	MI	48842	1567 GROOMBRIDGE DRIVE	1	70.00	\$ 2,663.04
33-25-05-21-477-006	WRAGG, DANIEL	1561 GROOMBRIDGE DRIVE	HOLT	MI	48842	1561 GROOMBRIDGE DRIVE	1	70.00	\$ 2,663.04
33-25-05-21-477-007	WYSONG, PATRICIA TRUST	1555 GROOMBRIDGE DRIVE	HOLT	MI	48842	1555 GROOMBRIDGE DRIVE	1	80.77	\$ 2,663.04
33-25-05-21-477-008	HASSLER, AMY L	1549 GROOMBRIDGE DRIVE	HOLT	MI	48842	1549 GROOMBRIDGE DRIVE	1	88.12	\$ 2,663.04
33-25-05-21-477-009	WALTER, BYRON R & SILVIA L	1543 GROOMBRIDGE DRIVE	HOLT	MI	48842	1543 GROOMBRIDGE DRIVE	1	76.23	\$ 2,663.04
33-25-05-21-477-010	SCHROEDER, THOMAS & RAQUEL	1537 GROOMBRIDGE DRIVE	HOLT	MI	48842	1537 GROOMBRIDGE DRIVE	1	76.72	\$ 2,663.04
33-25-05-21-477-011	SYCAMORE CREEK UNITED METHODIST	1919 S PENNSYLVANIA AVENUE	LANSING	MI	48910	5058 GLENDURGAN COURT	1	225.00	\$ 2,663.04
33-25-05-21-477-012	SMATHERS, NATHAN & JAMIE	5064 GLENDURGAN COURT	HOLT	MI	48842	5064 GLENDURGAN COURT	1	70.00	\$ 2,663.04
33-25-05-21-477-013	GARCIA, ANGEL	5070 GLENDURGAN COURT	HOLT	MI	48842	5070 GLENDURGAN COURT	1	70.00	\$ 2,663.04
33-25-05-21-477-015	NOWLIN, KENNETH A & PEGGY L	5076 GLENDURGAN COURT	HOLT	MI	48842	5076 GLENDURGAN COURT	1	183.32	\$ 2,663.04
33-25-05-21-477-016	KELLER, HEATHER	1532 HADDON HALL DRIVE	HOLT	MI	48842	1532 HADDON HALL DRIVE	1	121.84	\$ 2,663.04
33-25-05-21-477-017	LE, HUNG	1544 HADDON HALL DRIVE	HOLT	MI	48842	1544 HADDON HALL DRIVE	1	70.08	\$ 2,663.04
33-25-05-21-477-018	GIAP, CHAU J	1550 HADDON HALL DRIVE	HOLT	MI	48842	1550 HADDON HALL DRIVE	1	70.00	\$ 2,663.04
33-25-05-21-477-019	FORDHAM, ANMIE M	1556 HADDON HALL DRIVE	HOLT	MI	48842	1556 HADDON HALL DRIVE	1	70.00	\$ 2,663.04
33-25-05-21-477-020	GUILFOYLE, JEFF & WENDY	1562 HADDON HALL DRIVE	HOLT	MI	48842	1562 HADDON HALL DRIVE	1	70.00	\$ 2,663.04
33-25-05-21-477-021	JOHNSTON, ATHAS & LLOYD	1568 HADDON HALL DRIVE	HOLT	MI	48842	1568 HADDON HALL DRIVE	1	85.80	\$ 2,663.04
33-25-05-21-477-022	LINDLEY, JOHN & ANN-MARIE	1574 HADDON HALL DRIVE	HOLT	MI	48842	1574 HADDON HALL DRIVE	1	85.30	\$ 2,663.04
33-25-05-21-477-023	BLANCHARD, JASON & BONNAIRE, EMILAE	1580 HADDON HALL DRIVE	HOLT	MI	48842	1580 HADDON HALL DRIVE	1	89.31	\$ 2,663.04
33-25-05-21-477-024	BARTLETT, PAUL E & SANDRA J	1586 HADDON HALL DRIVE	HOLT	MI	48842	1586 HADDON HALL DRIVE	1	88.95	\$ 2,663.04
33-25-05-21-478-001	JAILI, ANWAR S & SAIRA A	P.O. BOX 28971	SANTA ANA	CA	92799	1586 GROOMBRIDGE DRIVE	1	217.92	\$ 2,663.04
33-25-05-21-478-002	TRUONG, THINH & TRAN, DAO THI	5053 HADDON HALL DRIVE	HOLT	MI	48842	5053 HADDON HALL DRIVE	1	70.42	\$ 2,663.04
33-25-05-21-478-003	GILLESPIE, MICHELLE & BRIAN	5047 HADDON HALL DRIVE	HOLT	MI	48842	5047 HADDON HALL DRIVE	1	73.15	\$ 2,663.04
33-25-05-21-478-004	ALLEMAN, RICKIE L & VALERIE E	5041 HADDON HALL DRIVE	HOLT	MI	48842	5041 HADDON HALL DRIVE	1	79.23	\$ 2,663.04
33-25-05-21-478-005	MILLER, MARIANNE K	5035 HADDON HALL DRIVE	HOLT	MI	48842	5035 HADDON HALL DRIVE	1	76.86	\$ 2,663.04
33-25-05-21-478-006	SICILIA, SAMUEL JOSEPH	5029 HADDON HALL DRIVE	HOLT	MI	48842	5029 HADDON HALL DRIVE	1	72.32	\$ 2,663.04
33-25-05-21-478-007	DAVIS, JUSTIN M & VERONICA L	5023 HADDON HALL DRIVE	HOLT	MI	48842	5023 HADDON HALL DRIVE	1	70.32	\$ 2,663.04
33-25-05-21-478-008	NGUYEN, HO V & BUI, BACH-MAI T	5017 HADDON HALL DRIVE	HOLT	MI	48842	5017 HADDON HALL DRIVE	1	70.01	\$ 2,663.04
33-25-05-21-478-009	DENMAN, MICHELE & TURNER, DEBRA	5011 HADDON HALL DRIVE	HOLT	MI	48842	5011 HADDON HALL DRIVE	1	105.36	\$ 2,663.04
33-25-05-21-478-010	AMADOR, DIEGO & PATRICIA L	1580 GROOMBRIDGE DRIVE	HOLT	MI	48842	1580 GROOMBRIDGE DRIVE	1	78.20	\$ 2,663.04
33-25-05-21-478-012	BRUCE, GEOFFREY & DAWN	1574 GROOMBRIDGE DRIVE	HOLT	MI	48842	1574 GROOMBRIDGE DRIVE	1	70.00	\$ 2,663.04
33-25-05-21-478-013	GAO, ZHEN HUA & BAO ZHU	1568 GROOMBRIDGE DRIVE	HOLT	MI	48842	1568 GROOMBRIDGE DRIVE	1	70.00	\$ 2,663.04
33-25-05-21-478-014	ERLEY, CHRISTOPHER A	1562 GROOMBRIDGE DRIVE	HOLT	MI	48842	1562 GROOMBRIDGE DRIVE	1	70.02	\$ 2,663.04
33-25-05-21-478-015	SUMMERS, JONATHAN	1556 GROOMBRIDGE DRIVE	HOLT	MI	48842	1556 GROOMBRIDGE DRIVE	1	86.82	\$ 2,663.04
33-25-05-21-478-018	GALLEGOS, HUGO	1538 GROOMBRIDGE DRIVE	HOLT	MI	48842	1538 GROOMBRIDGE DRIVE	1	76.65	\$ 2,663.04
33-25-05-21-478-019	ICE, JEFFREY E & ERIN R	1550 GROOMBRIDGE DRIVE	HOLT	MI	48842	1550 GROOMBRIDGE DRIVE	1	82.92	\$ 2,663.04
33-25-05-21-478-020	PIRROTTA, PAUL AMADEUS	1544 GROOMBRIDGE DRIVE	HOLT	MI	48842	1544 GROOMBRIDGE DRIVE	1	78.00	\$ 2,663.04
33-25-05-21-478-021	WATERS, PETRA E	5048 GLENDURGAN COURT	HOLT	MI	48842	5048 GLENDURGAN COURT	1	225.00	\$ 2,663.04
33-25-05-21-478-022	CASE, CHARLES W & NANCY M	5042 GLENDURGAN COURT	HOLT	MI	48842	5042 GLENDURGAN COURT	1	70.00	\$ 2,663.04
33-25-05-21-478-023	HARNS, DAVID L & ILONA M	1810 CAROL LANE	DANSVILLE	MI	48819	5030 GLENDURGAN COURT	1	213.42	\$ 2,663.04
33-25-05-21-478-024	JACOBS, TREVOR & MARY	5020 GLENDURGAN COURT	HOLT	MI	48842	5020 GLENDURGAN COURT	1	66.73	\$ 2,663.04
33-25-05-21-478-025	EILERS, MARK D & LYNDA S	5018 GLENDURGAN COURT	HOLT	MI	48842	5018 GLENDURGAN COURT	1	52.50	\$ 2,663.04
33-25-05-21-478-026	INTVELD, KENNETH & VERA	5016 GLENDURGAN COURT	HOLT	MI	48842	5016 GLENDURGAN COURT	1	52.50	\$ 2,663.04
33-25-05-21-478-027	WICKS, JOSEPH L	5014 GLENDURGAN COURT	HOLT	MI	48842	5014 GLENDURGAN COURT	1	52.50	\$ 2,663.04
33-25-05-21-478-028	OGHOR, EIOVI & ESQHE Y	5015 GLENDURGAN COURT	HOLT	MI	48842	5015 GLENDURGAN COURT	1	52.50	\$ 2,663.04
33-25-05-21-478-029	GILLAHAN, DAVID M & JAMIE L	5019 GLENDURGAN COURT	HOLT	MI	48842	5019 GLENDURGAN COURT	1	55.96	\$ 2,663.04
33-25-05-21-478-030	WINKEL, MICHAEL & LEANN	5023 GLENDURGAN COURT	HOLT	MI	48842	5023 GLENDURGAN COURT	1	94.03	\$ 2,663.04
33-25-05-21-480-001	BRIGMAN, JAMES J	1555 HADDON HALL DRIVE	HOLT	MI	48842	1555 HADDON HALL DRIVE	1	218.00	\$ 2,663.04
33-25-05-21-480-002	RODGERS, NICHOLAS ALEXANDER	1549 HADDON HALL DRIVE	HOLT	MI	48842	1549 HADDON HALL DRIVE	1	70.00	\$ 2,663.04
33-25-05-21-480-003	RICHTER, JASON W. AND NICOLE E.	1543 HADDON HALL DRIVE	HOLT	MI	48842	1543 HADDON HALL DRIVE	1	70.01	\$ 2,663.04
33-25-05-21-480-004	CHALIMAN, MARY F	1537 HADDON HALL DRIVE	HOLT	MI	48842	1537 HADDON HALL DRIVE	1	73.37	\$ 2,663.04
33-25-05-21-480-005	BROOKES, CHRISTOPHER R	1531 HADDON HALL DRIVE	HOLT	MI	48842	1531 HADDON HALL DRIVE	1	91.85	\$ 2,663.04
33-25-05-21-480-006	FILLION, LINDA L	1525 HADDON HALL DRIVE	HOLT	MI	48842	1525 HADDON HALL DRIVE	1	79.76	\$ 2,663.04
33-25-05-21-481-001	SMITH, CYNTHIA A	5075 GLENDURGAN COURT	HOLT	MI	48842	5075 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-002	AZELTON, SHIRLEY J AND	5073 GLENDURGAN COURT	HOLT	MI	48842	5073 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-003	KOMPSI, CHERYL	5069 GLENDURGAN COURT	HOLT	MI	48842	5069 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-004	JOHNSON, JAMES A	5067 GLENDURGAN COURT	HOLT	MI	48842	5067 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-005	MCDOWELL, GEORGE S & MARTHA L	5063 GLENDURGAN COURT	HOLT	MI	48842	5063 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-006	BAISEL, ROBERT & JERRI	5061 GLENDURGAN COURT	HOLT	MI	48842	5061 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-007	MCATTEE, GUNDRUN ANNA	5057 GLENDURGAN COURT	HOLT	MI	48842	5057 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-008	NOURSE, WALLACE & THELMA	5055 GLENDURGAN COURT	HOLT	MI	48842	5055 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-009	HOPKINS, NICHOLAS	5051 GLENDURGAN COURT	HOLT	MI	48842	5051 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-010	HOWELL, DOROTHY C	5049 GLENDURGAN COURT	HOLT	MI	48842	5049 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-011	WALSH, JOSEPH M	5045 GLENDURGAN COURT	HOLT	MI	48842	5045 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-012	VILLEGAS, RAYMOND JR.	5043 GLENDURGAN COURT	HOLT	MI	48842	5043 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-013	FANNIE MAE	7360 S KYRENE ROAD	TEMPE	AZ	85283	5039 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-014	PALMER, MARY L	5037 GLENDURGAN COURT	HOLT	MI	48842	5037 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-015	BUFFONE, GENEVIEVE K	5033 GLENDURGAN COURT	HOLT	MI	48842	5033 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-016	DERBY, JOHN W & LINDA TRUST	5031 GLENDURGAN COURT	HOLT	MI	48842	5031 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-017	TELFORD, JOHN R	5027 GLENDURGAN COURT	HOLT	MI	48842	5027 GLENDURGAN COURT	1	51.95	\$ 2,663.04
33-25-05-21-481-018	LOSZEWSKI, STACI	5025 GLENDURGAN COURT	HOLT	MI	48842	5025 GLENDURGAN COURT	1	51.95	\$ 2,663.04

Estimated Project Cost: \$ 245,000.00

TOTALS 92 7,958.73 \$ 245,000.00

11) Supervisor's Report

12) Treasurer's Report

13) Clerk's Report

14) Trustee Reports

15) Manager's Report



STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE
LANSING

RICK SNYDER
GOVERNOR

COL. KRISTE KIBBEY ETUE
DIRECTOR

May 5, 2016

Chief Brian A. Ball
Delhi Township Fire Department
2074 Aurelius Road
Holt, Michigan 48842-6320

Dear Chief Ball,

Based on reviews of materials submitted to this office, I am pleased to inform you that Delhi Township is now recognized by the state of Michigan as a self-standing emergency management program. EMHSD has reviewed your emergency operations plan and determined it meets all applicable standards.

Additionally, we have verified that all needed resolutions and signatures are in place. Delhi Township will be added to our database of local programs and will receive all information and notifications directed to Michigan local emergency management programs.

Please let me know if you have any questions or concerns and if you would like me to inform the township.

Respectfully,

A handwritten signature in black ink, appearing to read "Anthony Katarsky", written over a horizontal line.

Mr. Anthony Katarsky
Assistant Division Director
Emergency Management and Homeland Security Division