

DELHI CHARTER TOWNSHIP COMMITTEE OF THE WHOLE

Community Services Center
2074 Aurelius Road, Holt, MI 48842
(517) 694-2137

Tuesday
September 20, 2016

6:30 p.m.

Agenda

- A. Fire Department – August Activity Report
- B. Community Development Department – August Activity Report
- C. Ingham County Sheriff's Office/Delhi Division – August Activity Report

Public Comment

Delhi Township Fire Department Monthly Report

August, 2016

Total Calls

	<i>Delhi</i>	<i>Alaiedon</i>	<i>Total</i>
EMS / Medical	219	0	219
Fire / Rescue	49	3	52
Total Calls	268	3	271
Staff Hours	737.72	1.1	738.82

Total calls in 2016: 2,117

Total calls for 2015:3,342

Inspections

Commercial Fire Inspections – 48

Plan Reviews – 6 (including Alaiedon)

Training

207 Personnel participated in 285.75 Hours of Training

Mutual Aid: Given – 38 Received –20 Auto Aid- 22
Overlapping Calls - 72

Miscellaneous

- August 3 Motor Vehicle Accident Washington and Willoughby
- August 4 Building Fire 1900 Blk. Cedar Street
- August 9 Brush Fire 1400 Blk. Eifert Rd.
- August 11 Vehicle Fire 2400 Blk. Cedar Street
- August 27 Metro Haz- Mat team callout Creyts road Delta Twp.

DELHI CHARTER TOWNSHIP
Department of Community Development

August 2016 Activity Report

New Permits:

<u>Category</u>	<u>DDA Area Permits</u>	<u>Total Permits</u>	<u>Total Inspections</u>
Building	12	44	132
Electrical	9	29	90
Mechanical	8	50	131
Plumbing	4	11	66
Totals	33	134	419

Soil Erosion Permits & APA Projects:

<u>Category</u>	<u>DDA Area Permits</u>	<u>Total Permits/New Projects</u>	<u>Total Inspections</u>
Soil Erosion	0	7	43
Soil Erosion Waivers	2	2	0
APA Projects	0	0	0
Totals	2	9	43

New Code Enforcement Cases:

<u>Category</u>	<u>DDA Area Cases</u>	<u>Total Cases</u>
Building Maintenance	0	6
Fence Violation	0	1
Junk & Debris	6	23
Junk Vehicles	3	20
Miscellaneous	5	9
Noxious Weeds	13	26
Sidewalk Snow	0	0
Sign	4	5
Site Plan	0	0
Yard Parking	0	5
Improper Zoning Use	2	5
Totals	33	100
Total # of Inspections	199	

Rental Program Information:

Number of New Registered Rental Properties	38
Number of Rental Re-inspections	16
Number of Rental Investigations	2
Number of Rental Cycle Inspections	14

Civil Infraction/Abatement Information:

Abatement/Clean-ups	24
<i>Abatement/Clean-up Fees Issued (Year to date)</i>	\$12,412.99
Civil Infractions Issued	16
<i>Civil Infraction Fines Issued (Year to date)</i>	\$5,350.00

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	
APARTMENT UNIT							
PB16-413	2519 MARTINA DRIVE	WIELAND DAVCO CORP	NEW THREE STORY THIRTY THREE UNIT APARTMENT BUILDING	\$4,181,270	\$32,201.40	Y	
PB16-414	2544 MARTINA DRIVE	WIELAND DAVCO CORP	NEW THREE STORY THIRTY THREE UNIT APARTMENT BUILDING	\$4,181,270	\$32,201.40	Y	
PB16-425	2559 MARTINA DRIVE	WIELAND DAVCO CORP	NEW THREE STORY THIRTY THREE UNIT APARTMENT BUILDING	\$4,181,270	\$32,201.40	Y	
PB16-426	2572 MARTINA DRIVE	WIELAND DAVCO CORP	NEW THREE STORY THIRTY THREE UNIT APARTMENT BUILDING	\$4,181,270	\$32,201.40	Y	
APARTMENT UNIT				\$16,725,080	\$128,805.60		Total: 4
COMMERCIAL ALTERATION							
PB16-412	1979 AURELIUS ROAD	ZAYTOON LLC	CONSTRUCTING DIVIDING WALL 13' LONG BY 7' HIGH WITH PASS THRU WINDOW	\$550	\$66.00		
PB16-429	2774 EATON RAPIDS ROAD	RSP CONSTRUCTION	TENANT BUILD OUT FOR TIM HORTONS	\$263,980	\$66.00		
COMMERCIAL ALTERATION				\$264,530	\$132.00		Total: 2
COMMERCIAL MISCELLANEOUS							
PB16-397	5339 AURELIUS ROAD	LANSING CAMPGROUNDS INC	TWO TENTS FOR BEER SALES FOR BENEFIT TO RAISE MONEY FOR SPARROW CANCER FOUNDATION ON 8-6-16 FROM 12:00 PM TO 12:00 AM	\$0	\$60.00	Y	
PB16-401	2040 AURELIUS ROAD UNIT 1	BUDDIE'S PUB & GRILL	TENT FOR HOLT HOMETOWN FESTIVAL - AUGUST 19TH & 20TH	\$0	\$60.00	Y	
PB16-406	1331 EIFERT ROAD	JEHOVAH'S WITNESS ASSEMBLY	INSTALL STAIRWELL, GUARD RAIL AND REPAIR ROOF	\$4,000	\$60.00		
PB16-419	2530 E JOLLY ROAD	ALLIED SIGNS, INC.	INSTALLING CLEARANCE BARS AND CANOPIES	\$21,760	\$169.40	Y	
PB16-430	2770 EATON RAPIDS ROAD	OSCAR W LARSON COMPANY	SUPPLY AND INSTALL ONE 55' X 90' 6 PURLINE 6 COLUMN CANOPY	\$60,000	\$462.00		
PB16-434	1959 CEDAR STREET	J A CONTRACTING	15' DUMPSTER FOOTING	\$1,800	\$60.00	Y	

DELHI CHARTER TOWNSHIP

Building Permit Details

of
Permits

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	# of Permits
COMMERCIAL MISCELLANEOUS				\$87,560	\$871.40		Total: 6
COMMERCIAL NEW STRUCTURE							
PB16-405	4194 WILLOUGHBY ROAD	WIELAND DAVCO CORP	NEW CLUBHOUSE / EXERCISE BUILDING	\$614,307	\$4,735.50	Y	
PB16-408	2525 MARTINA DRIVE	WIELAND DAVCO CORP	CONSTRUCTING NEW DUPLEX WITH GARAGES FOR WILLOUGHBY ESTATES	\$274,485	\$2,117.50	Y	
PB16-409	2547 MARTINA DRIVE	WIELAND DAVCO CORP	CONSTRUCTING NEW DUPLEX WITH GARAGES FOR WILLOUGHBY ESTATES	\$274,485	\$2,117.50	Y	
PB16-410	2533 MARTINA DRIVE	WIELAND DAVCO CORP	CONSTRUCTING NEW DUPLEX WITH GARAGES FOR WILLOUGHBY ESTATES	\$274,485	\$2,117.50	Y	
COMMERCIAL NEW STRUCTURE				\$1,437,762	\$11,088.00		Total: 4
DECK							
PB16-400	1720 KILLARNEY DRIVE	BOFYSIL CONSTRUCTION LLC	CONSTRUCT A NEW 16 x 12 SCREENED DECK	\$11,328	\$100.00		
PB16-411	1549 CATALINA DRIVE	BUSS, ANDREW D & BAILEY E	CONSTRUCT A 16' X 20' DECK	\$3,520	\$100.00		
PB16-422	5917 HEMLOCK DRIVE	STEVE JECKS CONTRUCTION	CONSTRUCT A DECK	\$1,276	\$100.00		
PB16-424	591 N EIFERT ROAD	KREPPS, JEREMIAH & ALICIA	REPLACE FRONT ENTRY DECK & ADD ROOF	\$816	\$100.00	N	
PB16-437	2298 ROLLING RIDGE LANE	HOMETOWN BUILDER LLC	REPLACING THE EXISTING DECK BOARDS & RAILINGS	\$4,773	\$100.00		
DECK				\$21,713	\$500.00		Total: 5
FENCE							
PB16-395	4444 GATEWAY DRIVE	BKH DEVELOPMENT	INSTALL 6' SOLID PRIVACY FENCE	\$0	\$60.00		
PB16-398	3791 WILLOUGHBY ROAD	RANCH LIFE PLASTICS	INSTALL A VINYL 6' FENCE IN REAR YARD	\$0	\$60.00		
PB16-399	3741 ROYALE DRIVE	O'CONNOR, STEVEN	INSTALLING A 6' PRIVACY FENCE	\$0	\$60.00		
PB16-418	2417 BUSH GARDENS LANE	LUU, HOA X	INSTALL A 6' PRIVACY FENCE IN REAR YARD	\$0	\$60.00		

DELHI CHARTER TOWNSHIP

Building Permit Details

of
Permits

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	# of Permits
PB16-428	2331 ANCHOR COURT	FRICKER, GREGORY	INSTALL A 6' PRIVACY FENCE IN REAR YARD	\$0	\$60.00		
PB16-431	2285 KNOTWOOD DRIVE	FRANCIS, MOLLY	INSTALL A 4' BLACK CHAIN LINK FENCE IN REAR YARD	\$0	\$60.00	N	
FENCE				\$0	\$360.00		Total: 6
RESIDENTIAL ADDITION							
PB16-421	1491 CATALINA DRIVE	CHAMPION WINDOW COMPANY OF GR LLC	ADD A 3 SEASON PORCH TO EXISTING DECK & ADDING 5 X 12 OPEN DECK - 100 SQ FT	\$6,560	\$100.00		
PB16-435	1796 MEADOW DRIVE	AAI BUILDING GROUP	20.5' x 13' ADDITION (BUILT ON A CRAWL SPACE)	\$29,526	\$210.00		
RESIDENTIAL ADDITION				\$36,086	\$310.00		Total: 2
RESIDENTIAL ALTERATION							
PB16-407	4031 WATTS LANE	K FEDEWA BUILDERS INC	BASEMENT FINISH - 600 SQ FT	\$14,400	\$165.00		
PB16-423	5568 AMBLER STREET	TOBIAS, E AARON	FINISH BASEMENT - PARTIAL	\$14,400	\$105.00		
RESIDENTIAL ALTERATION				\$28,800	\$270.00		Total: 2
RESIDENTIAL DWELLING/GARAGE							
PB16-396	1891 NIGHTINGALE DRIVE	ALLEN EDWIN HOMES	CONSTRUCT A 3,272 SQ FT SINGLE FAMILY DWELLING	\$306,739	\$2,149.00		
PB16-403	3556 FERNWOOD LANE	ALLEN EDWIN HOMES	CONSTRUCT A 2,000 SQ FT SINGLE FAMILY DWELLING	\$160,328	\$1,127.00		
PB16-432	1689 JUNIPER PLACE	ALLEN EDWIN HOMES	CONSTRUCT A 2,064 SQ FT SINGLE FAMILY DWELLING	\$230,272	\$1,617.00		
PB16-433	3548 FERNWOOD LANE	ALLEN EDWIN HOMES	CONSTRUCT A 2,004 SQ FT SINGLE FAMILY DWELLING	\$228,895	\$1,603.00		
RESIDENTIAL DWELLING/GARAGE				\$926,234	\$6,496.00		Total: 4
RESIDENTIAL MISCELLANEOUS							
PB16-394	4640 DONCASTER AVENUE	SUMMIT POINT ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$60.00		

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
PB16-402	1306 DAYLILY DRIVE	MERRELL ROOFING	TEAR OFF AND RE-ROOF EXISTING DWELLING	\$8,000	\$60.00	
PB16-415	3030 IVYWOOD LANE	EXTERIORS OF LANSING	TEAR OFF AND RE-ROOF EXISTING DWELLING	\$8,000	\$60.00	
PB16-416	530 GROVENBURG ROAD	SHERRIFF-GOSLIN CO	TEAR OFF AND RE-ROOF EXISTING DWELLING	\$8,000	\$60.00	
PB16-417	2459 PINE TREE ROAD	SIMON ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$60.00	
PB16-420	1759 TUPELO TRAIL	JIMMERSON ROOFING	TEAR OFF AND RE-ROOF EXISTING DWELLING	\$8,000	\$60.00	
PB16-427	4075 HOLT ROAD # 073	RUMSEY & SONS CONSTRUCTION	EXTEND EXISTING CONCRETE SLAB	\$0	\$60.00	
PB16-436	1941 EIFERT ROAD	R L RIDER CO	WINDOWS, SIDING, WELL TANK ROOM & MISCELLANEOUS COSMEDIC CHANGES	\$20,000	\$140.00	
RESIDENTIAL MISCELLANEOUS				\$68,000	\$560.00	Total: 8
RESIDENTIAL STORAGE/GARAGE						
PB16-404	1902 AURELIUS ROAD	BRUCE KRUGER, INC.	CONSTRUCT A 30 X 48 POLE BARN	\$30,240	\$150.00	
RESIDENTIAL STORAGE/GARAGE				\$30,240	\$150.00	Total: 1

Totals:	\$19,626,005	149,543.00	44
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Permit.DateIssued Between 8/1/2016 12:00:00 AM AND
8/31/2016 11:59:59 PM
AND
Permit.PermitType = Building OR
Permit.PermitType = Sign

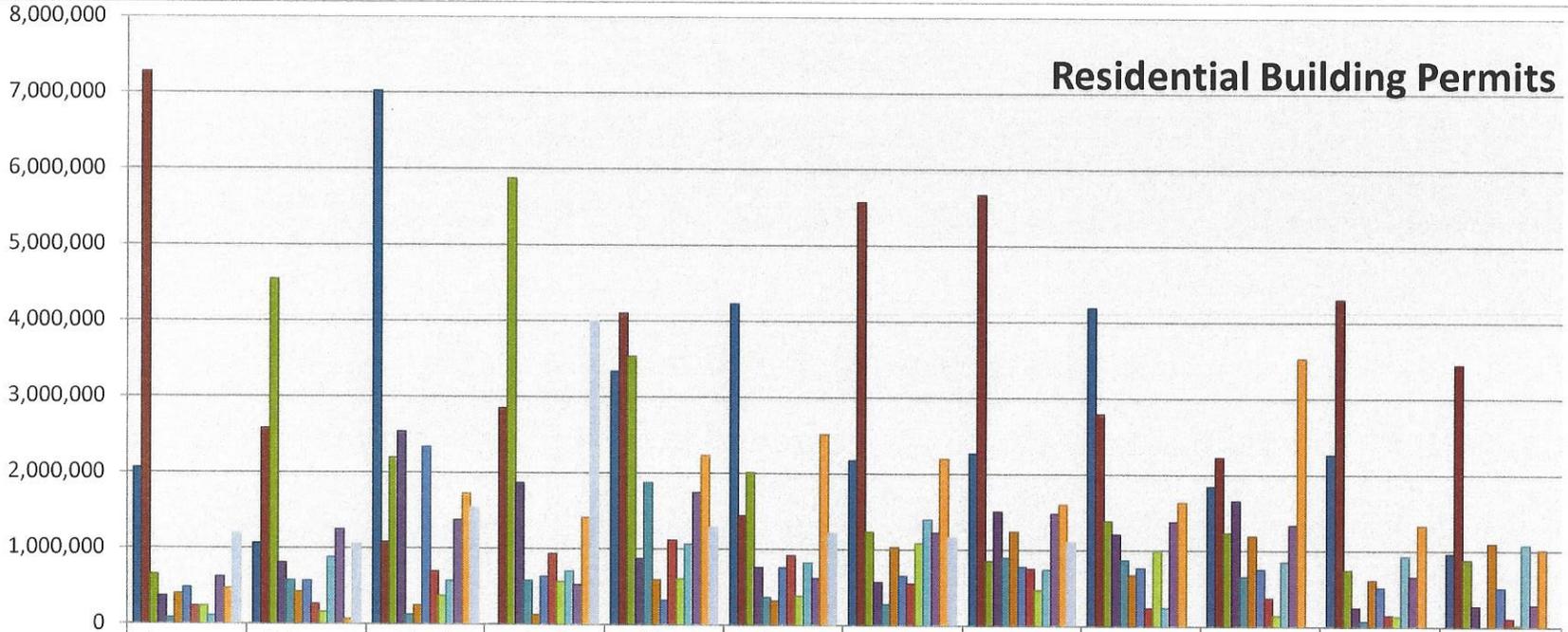
SUMMARY OF CONSTRUCTION VALUES

Year	2010		2011		2012		2013		2014		2015	
Type	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value
Commercial Addition, Alteration & Commercial Misc	27	\$ 1,665,320.00	37	\$1,029,347.00	38	\$3,549,664.00	37	\$3,970,461.00	29	\$1,475,494.00	40	\$ 2,009,133.00
Commercial New Structures	3	\$ 1,712,188.00	5	\$3,951,772.00	4	\$906,716.00	1	\$396,560.00	3	\$164,680.00	7	\$ 1,401,179.00
Commercial Sub-Totals	30	\$ 3,377,508.00	42	\$ 4,981,119.00	42	\$ 4,456,380.00	38	\$4,367,021.00	32	\$1,640,174.00	47	\$ 3,410,312.00
Deck, Fence, Pool, Residential Misc, Residential Storage/Garage, Demolition, Sign, Sign Business, Sign Grand Openings	372	\$ 2,103,596.00	233	\$ 1,262,153.00	243	\$ 1,097,292.00	305	\$ 1,433,877.00	295	\$ 1,270,494.00	332	\$ 1,480,872.00
Pre-Manufactured Home, Residential Condo w/Garage, Residential Dwelling, Residential Dwelling/Garage	37	\$ 5,998,675.00	28	\$ 3,849,279.00	25	\$ 3,065,174.00	37	\$ 7,191,454.00	59	\$ 10,028,527.00	168	\$ 16,725,746.00
Residential Addition, Residential Alteration	51	\$ 1,105,827.00	46	\$ 1,021,182.00	48	\$ 1,055,333.00	46	\$ 774,740.00	47	\$ 984,157.00	50	\$ 1,031,243.00
Residential Multiple Family & Apartment Units	2	\$ 1,237,795.00	3	\$ 3,694,734.00	0	\$ -	3	\$ 4,098,671.00	5	\$ 6,512,129.00	9	\$ 6,982,113.00
Residential Sub-Totals	462	\$ 10,445,893.00	310	\$ 9,827,348.00	316	\$ 5,217,799.00	391	\$ 13,498,742.00	406	\$ 18,795,307.00	559	\$ 26,219,974.00

2016 Year to date Construction Values:

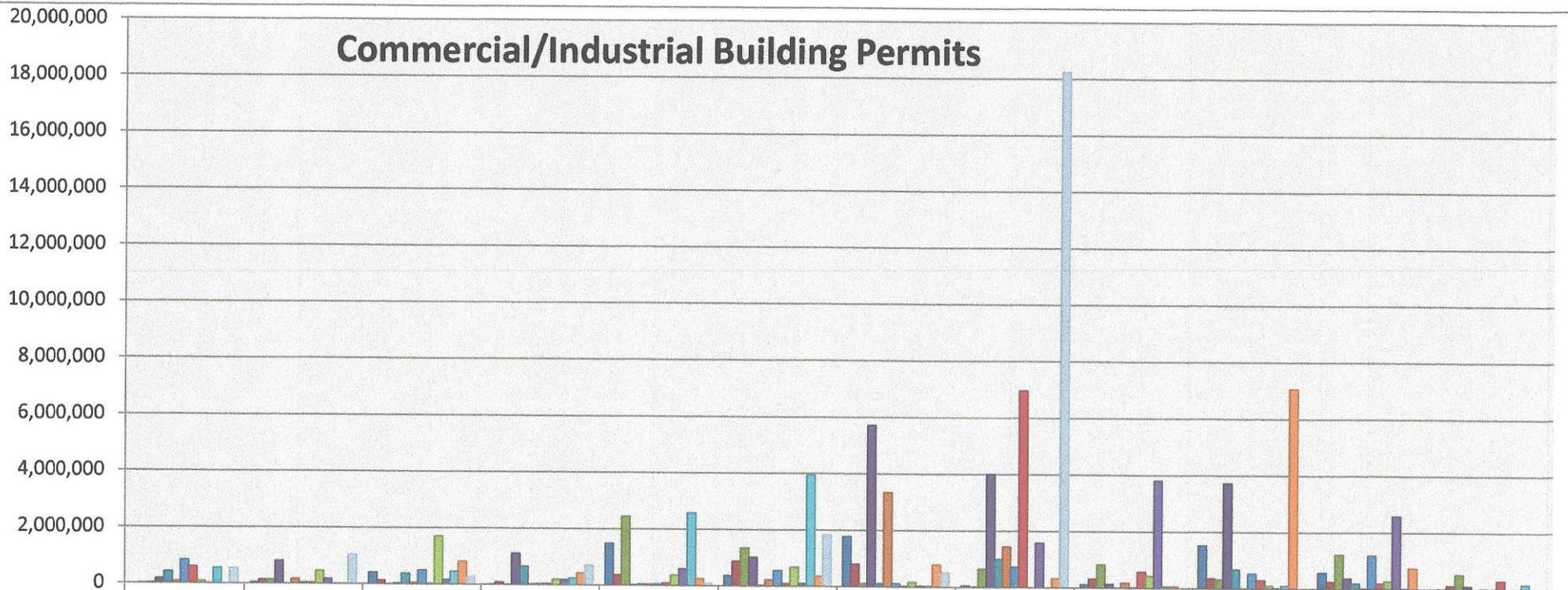
Commercial / Industrial:	\$ 2,352,765.00
Residential:	\$ 9,222,303.00
Total Single Family Homes:	4

Residential Building Permits



	January	February	March	April	May	June	July	August	September	October	November	December
2004	2,057,874	1,061,075	7,018,665	2,409	3,332,125	4,230,009	2,171,175	2,269,297	4,189,316	1,838,373	2,261,219	958,547
2005	7,272,620	2,580,999	1,080,570	2,848,833	4,100,194	1,438,787	5,569,135	5,666,330	2,785,505	2,223,344	4,305,671	3,448,286
2006	653,107	4,544,462	2,200,224	5,876,530	3,533,055	2,016,011	1,231,992	852,573	1,387,170	1,230,662	745,550	881,456
2007	366,901	807,589	2,542,647	1,865,777	870,683	755,569	571,666	1,504,157	1,209,407	1,651,929	251,475	274,952
2008	84,176	576,220	127,628	579,796	1,872,379	368,071	279,260	896,898	873,804	652,707	73,000	0
2009	401,319	425,655	252,651	130,696	589,254	319,608	1,028,683	1,240,799	674,200	1,194,808	611,112	1,094,312
2010	484,464	571,973	2,339,559	633,374	323,160	755,450	656,705	777,918	768,831	750,411	513,137	509,014
2011	241,340	269,142	698,082	931,543	1,110,943	915,267	547,390	748,734	238,720	374,395	148,666	107,068
2012	236,170	162,820	379,179	566,030	604,628	388,176	1,084,941	477,119	991,532	149,082	134,136	22,202
2013	111,336	882,567	574,514	707,082	1,062,191	823,864	1,398,170	741,954	249,737	851,190	927,031	1,076,756
2014	619,352	1,245,681	1,375,802	527,079	1,741,988	617,175	1,218,653	1,475,449	1,379,581	1,336,288	652,830	287,567
2015	472,729	64,520	1,722,61	1,413,740	2,233,484	2,514,933	2,201,461	1,602,344	1,631,603	3,523,446	1,328,880	1,011,212
2016	1,199,949	1,064,658	1,544,657	4,006,459	1,287,596	1,219,799	1,163,792	1,111,073				

Commercial/Industrial Building Permits



	January	February	March	April	May	June	July	August	September	October	November	December
2004	0	40,000	409,002	4,000	1,480,444	359,950	1,773,063	52,425	115,160	1,522,191	566,020	1,000
2005	7,760	140,049	129,496	81,459	358,820	871,298	791,555	8,000	312,938	358,465	247,127	114,525
2006	27,000	138,900	9,000	9,540	2,438,077	1,341,443	106,100	641,986	821,772	313,363	1,209,475	513,940
2007	172,221	808,786	25,206	1,105,534	20,293	1,016,148	5,714,648	4,000,820	134,031	3,722,518	376,371	108,000
2008	421,042	0	370,000	647,000	41,000	25,000	110,000	990,923	9,500	670,442	195,000	0
2009	72,000	178,233	54,600	25,000	41,440	222,525	3,343,047	1,443,417	187,500	8,000	22,000	19,005
2010	834,198	40,992	496,441	32,997	50,000	553,319	117,975	727,220	25,000	536,616	1,192,795	7,740
2011	600,000	35,500	13,000	38,000	92,575	88,000	29,000	6,970,497	571,242	294,317	204,730	301,000
2012	84,908	460,875	1,695,784	195,935	370,500	674,345	165,000	0	427,768	96,584	275,202	0
2013	10,600	173,820	162,018	181,312	600,540	104,400	34,275	1,584,432	3,812,956	18,000	2,584,239	10,000
2014	550,782	225	459,420	240,024	2,575,239	3,936,890	38,000	0	61,350	101,018	23,000	166,580
2015	0	2,500	809,360	424,793	251,362	364,400	796,471	327,106	73,000	7,076,433	740,911	0
2016	544,537	1,036,087	274,000	697,500	93,000	1,836,313	515,452	18,250,952				

COUNTY of INGHAM

State of Michigan

SHERIFF'S OFFICE



Gene L. Wriggelsworth

Sheriff

Allan C. Spyke
Undersheriff

630 North Cedar Street
Mason, Mi 48854
(517) 676-2431
FAX (517) 676-8299

Greg S. Harless
Chief Deputy

Sam Davis
Major

Joel Maatman
Major

TO: Delhi Township Board of Trustee's

FROM: Lt. Dennis Hull

DATE: September 14, 2016

RE: August 2016 Monthly Report

HIGHLIGHTED CASES AND INCIDENTS:

8/3/16 Delhi Units were dispatched to the 4700 block of Tolland for a Home Invasion complaint. The resident was reporting that she had prescription drugs and cash missing from her night stand in her bedroom. Upon investigating no forced entry was found to the home and the victim states the house is always locked up. She further stated that she does not suspect any of her friends or family is responsible for the crime. We were unable to develop any leads that would further the investigation. The investigation was closed.

8/5/16 Deputy Jackson was dispatched to the 2100 block of Aurelius Rd for a report of criminal sexual assault. The mother to the 5 year old victim reported the neighbor had given them a ride to a bank in Lansing because her car was broke down. When she went into the bank the neighbor man fondled the 5 year old as they waited in the car for her. The crime occurred in the City of Lansing therefore we turned the case over to Lansing Police. We continue to work with LPD as this case is still under investigation.

8/5/16 Delhi Units were dispatched to Cottonwood campground for a Kidnapping report. The mother of a 17 year old child reported that her ex-husband (father of the child) had taken her daughter without her permission. Through the investigation it was learned the 17 year old left on her free will and freely went to her father house in Ashly Michigan. We later determined that this was all related to an ongoing custody issue between the mother and the father. At that point we would not take any further action until the mother got a court order to pick up the child. On 8/9/16 the mother was able to get a court order to have us assist in picking up for her daughter. We were able to coordinate with

the Isabela County Sheriff's Department to assist us in picking up the child. The child was located in Ashly Michigan and taken into custody until the mother could get her picked up. The child was turned over to her mother unharmed and in good health.

8/10/16 Deputy Belanger took a report of a MDOP to an automobile in the area of Depot and Delhi NE. The reporting party stated he was driving on Depot St near Delhi NE when he passed a car and the occupant of the car threw something out the window hitting his car and causing damage to his front grill. The reporting party was able to get a license plate number of the suspect vehicle. Follow up was completed and a 16 year old was identified as driving the car and he admitting throwing a water balloon out of his window at the victim car. In lieu of prosecution the reporting party made arrangements with the 16 year old parents to pay for the damages caused by the water balloon.

8/12/16 Delhi night shift was dispatched to Johnny Mac sporting goods for a an alarm. Upon arrival they noticed the front door to the business had been broken out. They were able to get a key holder to come to the business so they could gain access to the interior of the business. Upon clearing the rest of the business it was determined that nothing was taken other than the candy machine that was located between the two front double doors. We were unable to identify any suspects and the case was closed.

8/15/16 we were contacted by child protective services (CPS) to assist them in investigation a criminal sexual assault complaint at a residence in the 4200 block of Daviland. It was reported a 15 year old male had had sexual contact with his two younger siblings. It was also determined that the 15 year old was on probation due to a previous allegation involving other children. The 15 year old was removed from the home and placed with another family member. This case is still under investigation and charges are forth coming.

8/18/16 Delhi Units were dispatched to Cricket Ridge apartments for suicidal subject. The subject had locked herself in the bathroom with a large butcher knife and was threatening suicide. We were able to get to the subject and get the knife away from her without incident. The subject was out of control and uncooperative the whole time we dealt with her. She was placed in protective custody and transported to St Lawrence Hospital for mental health treatment.

8/24/16 Deputy Kuch was on patrol on Waverly road near Bishop at 11:45 pm when he clocked a car speeding in excess of 85 mph in a 55 mph zone. He immediately attempted to stop the vehicle for the speed violation however the car did not stop. The chase went south on M99 toward Eaton Rapids. The violator evidentially stopped at Vermontville Hwy and M99 after several attempts to elude Deputy Kuch. Deputy Kuch arrested the subject and lodged him at ICJ for flee and elude. The subject stated he didn't stop because he didn't have his driver's license with him.

8/25/16 Deputy Rowley was dispatched to the Holt Plaza for a male and female physically fighting. Upon arrival it was determined that two people fighting were married and have children together however they are currently separated. We received a few different stories as to why they were fighting but none of them matched up with what the independent witnesses were saying. We believe the wife was most upset because her husband was with another woman however neither party would admit it. We are seeking charges on both of them.

STATISTICS:

During the month of July, Deputies responded to 395 calls for service (written and blotter complaints). They made 85 arrests of which 62 were self – initiated, and 6 were for OWI. Deputies responded to 37 traffic crashes. Deputies made 437 traffic stops and issued 197 citations. Deputies conducted 353 business/property checks, 38 school contacts, and spent 221.8 hours in Community Policing. Deputies participated in 129.3 hours of training.

Calls for Service

	2014	2015	2016
Aug	390	364	395
Year to Date	1098	1730	2885

Total Arrests

	2014	2015	2016
Aug	233	77	85
Year to Date	793	396	651

Total Self – Initiated Arrests

	2014	2015	2016
Aug	71	221	62
Year to Date	328	415	465

Citations Issued

	2014	2015	2016
July	220	219	197
Year to Date	532	532	1479

COUNTY of INGHAM

State of Michigan

SHERIFF'S OFFICE



Gene L. Wriggelsworth

Sheriff

Allan C. Spyke
Undersheriff

630 North Cedar Street
Mason, Mi 48854
(517) 676-2431
FAX (517) 676-8299

Greg S. Harless
Chief Deputy

Sam Davis
Major

Joel Maatman
Major

TO: Lt. Dennis Hull

FROM: Deputy Matt Hutting #5312

DATE: Wednesday, September 7, 2016

RE: August 2016 Monthly Report

STATS:

Complaints:	10
School Checks:	30
Community Policing Hours:	71.7
Training Hours:	40

SCHOOL EVENTS:

On August 2nd school began for both Sycamore and Horizon. I had the opportunity to meet with both Mr. Garrison and Mr. Huard prior to the school year and was able to discuss several areas of concern for each school. In regards to Sycamore Elementary, morning and afternoon traffic/parking was a major concern due to new parents getting acclimated to the routine set up for them. I made a point to be present at those times as much as possible.

On August 4th I attended the Sycamore Elementary Welcome Back Picnic. I was able to meet many of the students and staff. I was also able to reintroduce myself to a few old faces from my DARE days.

On August 23rd and 24th I attended Holt High Schools Kick-Start Orientation. Not only did I meet many students, but it was also a learning process for me in showing me how the school prepared the students in getting ready for their school year.

On August 30th I attended the Active Shooter presentation at Holt High School. The presentation was made by Sgt. Jeff Weiss of Ingham County Sheriff's Office. The program discussed past incidents and how law enforcement learned from those incidents. Furthermore, the program discussed lock down procedures and other possible responses for the teachers. I was formally introduced just prior to the event.

COMMUNITY POLICING HIGHLIGHTS:

On August 2nd I assisted Dep. Cheryl Huhn with National Night Out which was held at Veterans Memorial Park. The seatbelt convincer was in use. The convincer shows children the importance of wearing a seatbelt even at low speeds. We also were able to disperse many materials over a variety of community safety topics.

On August 16th I assist Transportation Supervisor Beth Gimm-Bergh regarding a concerned parent of a student who would begin walking to school this year. It was determined that the family lived in the parent responsibility range of the school district and would be responsible for their child getting to/from school. Of special concern were registered sex offenders who resided in the area who lived on the possible route to the school for the child. I researched the location of the individuals and personally drove the route the child could use. I contacted the concerned parent and discussed the situation with her.

On August 17th I assisted Dep. Huhn with the Give a Kid a Backpack program at Holt United Methodist. About 100 families in need were provided with backpacks, shoes, and school supplies.

On August 20th I assisted Dep. Huhn with Holt Hometown Days. We provided traffic control for the parade and were present for the rain-shortened event behind Holt Junior High and Sycamore Elementary Schools.

On August 31st I met with the Walking School Bus program. Jen Miller the District Coordinator of the Walking School Bus reached out to me to join their meeting. I was informed about how the organization works and any possible needs in which I could assist them.

On August 31st I met with the bus drivers at the Holt Public Schools transportation building. Supervisor Beth Gimm-Bergh was presenting a powerpoint on expectations for the school bus drivers. I participated in a short discussion regarding school bus violation complaints. I provided information that would not only help me but also the bus driver. I explained the Informal Hearing process and how to testify for when a driver disputes a citation. Furthermore, we got involved in a discussion regarding traffic crashes. Items discussed were: officer expectations upon arrival of a scene, School bus driver responsibility for providing/gathering information, bus driver policy when a crash occurs.

During the month of August many community policing hours were logged on the bicycle. I made many school visits this way. In fact, specifically at Sycamore Elementary School, I made contacts while on the bike. This allowed me to follow many kids on their walking routes as well as talk directly to parents who may have been parking illegally.

COMPLAINTS:

During the month of August I responded directly to 16 calls for service. This number does not include the numerous times I assisted other deputies on complaints. Some of these complaints

included 4 traffic crashes, a missing person complaint, a suicidal subject, a subject with mental health issues, and civil dispute. One complaint was in regards to Sycamore Elementary School and a second one involved a student at Holt High School but the incident was not school related.

On August 12th I responded to a hair salon on Willoughby road that had a female patron that was possibly not fit to drive. Investigation determined that the female patron was depressed but not suicidal. She believed she had demons talking to her. The female did not appear to have any problems that would prevent her from driving.

On August 16th I responded to an address on Keller road regarding attempting to locate a female subject that was believed to be missing. I located the female at the residence and confirmed that she had voluntarily left her husband and that she was ok.

On August 18th I responded to an apartment complex on Aurelius regarding a female who had barricaded herself in a bathroom with a kitchen knife. She willingly opened the door to the bathroom and let deputies talk to her. It was determined that she was suicidal and she was transported to St. Lawrence Hospital for treatment.

On August 19th I responded to Sycamore Elementary regarding a High School student that would walk his sister to school and possibly push/threaten/harass elementary students. Mr. Garrison and I talked to the families involved and the situation was mediated.

On August 19th while on bike patrol at Sycamore Elementary I observed a playground parent holding a student at the bottom of the slide. As I approached she stated she believed she had a child with a dislocated leg. My initial observation believed it to be the same. The child did complain of pain in the leg area so I called for Delhi Fire to respond with their ambulance. Upon Delhi Fire's arrival it was determined that the child was double jointed and was able to put his leg at an odd angle behind him. The child was turned over to his father without incident.

On August 29th I responded to an address on Keller regarding a threats complaint. Investigation determined that a 16 year old Holt High student was receiving possible death threats over social media. The threats were believed to be the result of an altercation that took place in Lansing a few nights prior. The students' parent deleted the social media accounts. The report was taken for informational purposes only.

TRAINING:

Teaching Educating and Mentoring (T.E.A.M.) for liaison officers, held by the Michigan State Police from August 8-11, 2016. T.E.A.M., a program modeled after the Michigan Model for comprehensive School Health Education, is intended for use in schools grades K-12. The lessons include age appropriate instruction for students about laws and rules, crimes and the community, being safe, violence, fire prevention, gun safety, and internet safety. I plan on integrating these lessons into the schools upon request and as time permits.

Active Violence Incident training (AVI). AVI is training specifically for officers responding to an active shooter event. Specifically discussed is school shooters and our response to them.

Respectfully submitted,

Dep. Matt Hutting #5312
Ingham County Sheriff's Office

COUNTY of INGHAM
State of Michigan
SHERIFF'S OFFICE



Gene L. Wriggelsworth

Sheriff

Allan C. Spyke
Undersheriff

630 North Cedar Street
Mason, Mi 48854
(517) 676-2431
FAX (517) 676-8299

Greg S. Harless
Chief Deputy

Sam Davis
Major

Joel Maatman
Major

TO: Lt. Dennis Hull
FROM: Deputy Cheryl Huhn #5430
DATE: 09/06/16
RE: August 2016 Monthly Report

STATISTICS:

Comm. Policing Hours:	68.0
Complaints taken:	6
Training:	43.1
Traffic stops:	3
Citations issued:	5
Arrests:	0
Contacts (school):	4
Contacts (business):	23

COMMUNITY POLICING ACTIVITY:

I assisted Rob Dale with maintaining the Ingham County Sheriff's Office // Delhi Division Facebook webpage. Multiple individuals posted comments about issues with parking and or driving complaints in their neighborhoods. I was able to coordinate speed sign placement with the traffic division and Lt. Hull.

On August 2nd from 5-7pm I put on National Night Out at Veteran's Memorial Gardens. National Night Out is an event that is held annually across the world. It is designed to get community members together to talk about ways to make the community a safer place. During the event I had a table set up with informational brochures ranging from how to

keep your home safe to neighborhood watch information. Deputies Matt Hutting, James Rowley and Parks Deputy Ericka Halfman helped with passing out stickers, coloring books and brochures. Debra Mulder and multiple volunteers from the Holt Nazarene Church had games for the kids to play. The volunteers helped make and pass out snow cones and popcorn. All of the water and crackers that were passed out were donated by the Holt Kroger Store. The clowns Nifty and Shenanigans made balloon figures and did face painting. The Delhi Fire Department brought out an ambulance, fire engine and ran the smoke house. Approximately 200-250 people came out for the event.

I spoke with Andrea Powell the manager at Huntley Villa. Andrea advised that she has not had any problems reported to the office in the past couple of weeks.

I met with Ashley Gould and Lisa Peck at the management office in Delhi Manor. On August 28th from 12-4 I attended the end of summer Beach Party. I brought out the seatbelt convincer, passed out stickers, tattoos and coloring books. I spoke with interested residents about the neighborhood watch program. I had three explorers come and assist me with running the seatbelt convincer. Explorers Jimenez, Gilliland, and Bott spoke about their involvement with the explorer program.

Throughout the month of August I continued coordinating and organizing with the volunteer units to help out with Holt Hometown Days. Holt Hometown Days was on Saturday August 20th. Deputy Matt Hutting, Lt Hull and I rode bicycles and shut down some of the intersections during the parade. Deputy James Rowley led the parade in the Delhi Command Vehicle. Deputies Plesscher, Anderson and Southwell from the motor units roved the streets to make sure all traffic was cleared from the roadway before the parade came through the area. Deputies Dillon, Janz, Seminski, Hendrickson, Ayers and Lalone assisted with shutting down intersections with patrol vehicles or ATVs. The parade lasted for over 1 hour. It was a great turnout for the parade. There were no reported incidents with the parade.

After the parade was over, there was a Touch a Truck event at the Holt Junior High being put on by the Lions Club. Sgt. Robert Earle brought out the dive truck and equipment representing the Capital Area Dive Team. Deputy Robert McElmurray had the SRT hummer and some of his equipment representing the SRT Team. Deputy Jacob Newton and Deputy Chris Hagerman brought out one of the traffic vehicles from the Sheriff's Office.

Explorer Gilliland from the Ingham County Sheriff's Office Explorer program assisted with passing out stickers at the command pod. Deputies Ayers and Lalone assisted with traffic control after the fireworks.

On August 17th Deputy Matt Hutting and I helped out with Give-A-Kid a backpack at the Holt Methodist Church. There were over 100 different families that live in the area that came out and were able to get gift cards, backpacks, shoes, and school supplies for their children to go back to school.

On August 14th I attended Hotdogs in the Park at Windmill Trailer Park. I brought out the seatbelt convincer and passed out stickers, tattoos, and coloring books to the children. I spoke with residents about issues that were going on inside the park and how the park should utilize their neighborhood watch group. The Delhi Fire Department brought out an ambulance and fire engine.

During the month of August I was in contact with Ron from Centennial Acers. Ron is the new elected President of the Association for Centennial Acers. I put together a packet of information about the neighborhood watch program. Ron is in the process of starting up a new neighborhood watch group for this subdivision.

During the month of August I patrolled several neighborhoods on bicycle with Deputy Matt Hutting. I spent a lot of time in the area of Michael, Watson, Dallas, Hancock and Summit St. This neighborhood is having issues with people speeding down their roadways as they are cutting through to avoid traffic at the traffic lights. I was able to contact our traffic division and a speed sign was placed in the subdivision to collect data to monitor the flow of the traffic. There is a substantial higher traffic volume in this area during the morning and evening rush hours. I met with an employee from the Road Commission and we discussed the traffic concerns that were being reported by the residents in the area. I was able to get a temporary street pole placed on Dallas Ave so that I could attach the speed sign to the pole.

Deputy Jacob Newton trained me on how to operate and change the batteries in the speed signs. I now have access to the signs and will be able to make sure the signs are functioning properly. If individuals contact the Delhi Office about traffic issues I will be able to place the signs in problem areas.

I attended weekly meetings at 55th District Court for Sobriety Court.

I attended a meeting at Edward Jones with John Bush for the 9-11 Hero Run. The run falls on Sunday September 11th at 846 hours. The race starts at 846 in remembrance of the first tower getting hit. I coordinated with Spartan Barricading on blocking Aurelius Rd while the runners/walkers start the race.

I met with Kerrie Charvat the Community Manager at Stonegate. We discussed issues that were being reported at lot #280. The tenant lived at the trailer for approximately 2 weeks before the trailer was suspiciously flooded by a spliced water hose for the washer. The tenant moved from the Community after reporting that he did not feel safe and that he felt like he was being targeted. Kerrie and I discussed planning a community event in the late fall for the residents where I would be able to discuss the neighborhood watch program. Tentatively the meeting has been scheduled for October 1st from 3-5pm.

OTHER MATTERS

During the month of August I responded to 6 calls for service. Some of these calls included disorderly conduct, harassment, trouble with subject, malicious destruction of property, and a found property complaint. I sent 3 days in Midland attending Dive

Rescue 1 training. I am on the Capital Area Dive Team. The training was very intense and greatly improved by skills as a public safety diver.

On August 1st I took a late report of harassment on N Pine Dell. The complainant advised that the wife of someone she works with kept showing up at her residence when her husband was not home. All parties involved were contacted and agreed to stop contacting each other. No issues have been reporting since I made contact with everyone involved.

On August 3rd I took a complaint at M and Q Transportation on Depot St. An intoxicated female showed up at the business requesting that they return her cell phone. Upon contact the female refused to leave and was very uncooperative. The female admitted that she was going through a very rough break up with her boyfriend and she was an alcoholic. I was able to contact the female's mother and the mother responded to the scene to pick up her daughter. The mother called and spoke with me the day after the incident inquiring about what services are in the area for alcoholics.

On August 8th I took a report of MDOP to vehicles at 4465 Davlind Drive. Someone keyed two vehicles and poured transmission fluid into the gas tanks on both vehicles. One of the victims' believed that his ex-girlfriend caused the damage and that the damage was not a random act.

On August 11st I responded to 2404 N Aurelius Rd for a trouble with subject complaint. The reporting party advised she got into a verbal argument with her son about missing medications. The reporting party's son is a heroin addict that just came home from rehabilitation. The son was located and he admitted to taking his mother's medications. The son reported that he used to be prescribed the same medication for ADHD and he thought that would help him from using heroin. The son was provided with resources to assist him with his addiction however he was reluctant and stated he did not need help.

On August 15th I responded to Gilbert Rd for a MDOP to a vehicle complaint. The reporting party advised that her niece had the vehicle and was given permission to use the vehicle to assist taking care of her grandmother. When the grandmother passed the granddaughter was supposed to get the vehicle financed into her name or the vehicle needed to be returned. The granddaughter brought the vehicle back to the residence and parked it in the driveway. Both the driver's side and passenger side windows were smashed out and the face plate to the stereo was damaged. A report was needed for insurance purposes.

Respectfully submitted,
Deputy Cheryl Huhn #5430

COUNTY of INGHAM

State of Michigan

SHERIFF'S OFFICE



Gene L. Wriggelsworth

Sheriff

Allan C. Spyke
Undersheriff

630 North Cedar Street
Mason, MI 48854
(517) 676-2431
FAX (517) 676-8299

Greg S. Harless
Chief Deputy

Sam Davis
Major

Joel Maatman
Major

To: Lieutenant Hull

From: Deputy Rowley 5378

Date: September 8, 2016

Re: August 2016 Monthly Report

Statistics:

- Criminal Complaints: 15**
- Complaint hours: 62.9 hours**
- Accident Reports: 1**
- Abandoned Vehicle Reports: 21**
- Business Community Policing hours: 45.5**
- Training hours: 10**
- Blotter Reports: 5**
- Business Checks: 104**
- Liquor Inspections: 6**
- Traffic Stops: 10**
- Citations: 5**
- Motorist Assist: 2**

August 2nd I received a suspicious incident call at Superior Saw. I interviewed the employees of Superior Saw who told me two men came into the store to sell items. The employees stated the suspects came in with two chainsaws and attempted to sell them to the store. The employees went on to tell me that they attempted to inspect the chainsaws, but the suspects were reluctant to let them look the saws over. The employees suspected the suspects were hesitant because the serial numbers of the saws may be noted. The suspects left the store and stated they would just pawn the saws. The employees passed on the registration number of the vehicle the suspects were driving.

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I followed up by locating the address of the suspect from the registration. I interviewed the current owner at the residence listed. I interviewed them about the previous listed owners. The current owners directed me to the next street over where the suspect moved. I interviewed the neighbors at the directed residence who stated they have had their properties broken into. The neighbors stated the suspect lived in the residence but moved recently. The neighbors provided me with the Lansing Police Department Detective assigned to their case. I made contact with the LPD Detective and passed on all information regarding the incident to him.

Wednesday, August 3rd I was dispatched to a Retail Fraud in progress at the Rite Aid Pharmacy on Cedar St. I received the description of the suspect on my way to the call and located the suspect at the bus stop in front of Tim Hortons. I detained the suspect and went back to Rite Aid to verify the suspect via video. The suspect was also wanted from the Lansing Police Department for Retail Fraud in their jurisdiction. I returned the stolen property to Rite Aid and arrested the suspect on the LPD warrant. I turned the suspect over to LPD and am seeking a warrant for the theft in Delhi Township.

Monday, August 8th, I received a telephone call from Steven Marvin regarding a Non-sufficient funds check that was passed at his business. I passed on the Ingham County Prosecuting Attorney Check Complaint Sheet to Mr. Marvin.

Monday, August 15th I was dispatched to a destruction of property call on Five Oaks Dr. I made contact with the new business at 4265 Five Oaks Dr. and found a candy dispenser that was smashed in their back parking lot. In following up with other Delhi deputies it was passed on that Johnny Macs next door had the front glass door broken and their candy machine taken. This was the machine found in the back parking lot of 4265 Five Oaks Dr. Currently, there are not listed suspects or video of the event.

On Wednesday, August 17th I was dispatched to the Rite Aid Pharmacy on Cedar St. The manager Mark Novack stated three females had walked into the store and stolen seven bottles of liquor that were on the shelf. Mr. Novack provided me with the video and vehicle registration. I followed up with the vehicle information and interviewed the listed owner at

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a residence in Lansing. The owner stated she sold the vehicle to another person and left the registration the same. The owner stated she has since canceled the registration because she found out the vehicle was passed around and being used in retail frauds. The owner provided information on the suspect but thought the suspect was current being lodged in jail. The owner also stated she had been contact by a LPD Detective regarding the vehicle. I contacted the LPD Detective and this case is currently being investigated further.

I received a retail fraud report from the Eldorado Golf Course on August 24th. The manager of Eldorado provided me with video of a male suspect entering a busy pro shop. The suspect used a special wrench and unscrewed a \$399 Ping club head off a shaft on the showroom floor. The suspect then took the club head and placed under his clothing. The suspect walked out of the pro shop. I created an I-Bulletin sheet to circulate to all the local law enforcement for assistance in identification. The manager advised he would send an email blast to the Michigan Golf Course Owners Association regarding the incident.

On August 26th I was dispatched to the Holt Dimondale Insurance Agency regarding an embezzlement incident. I recorded the initial information of the incident. The incident has been forwarded to the detective bureau for further investigation.

August 27th I was assigned to and OWI enforcement grant in Delhi Township. I was dispatched to an intoxicated subject at the Cedar St. McDonalds Restaurant. Dispatch advised the restaurant had taken the keys that the suspect had left on the counter as the subject was noticeably intoxicated. The suspect had his six year old son in the vehicle with him upon pulling into the restaurant. I made contact with the suspect, who had walked away from the restaurant when employees stated they were contacting the police. I interviewed the suspect and had him perform standardized field sobriety tests, which he failed. I verified there was a witness that showed the suspect driving. I also recovered video showing the suspect driving into the parking lot on McDonalds with his son in the vehicle. I arrested the suspect after the preliminary breath test results were over four times the legal limit.

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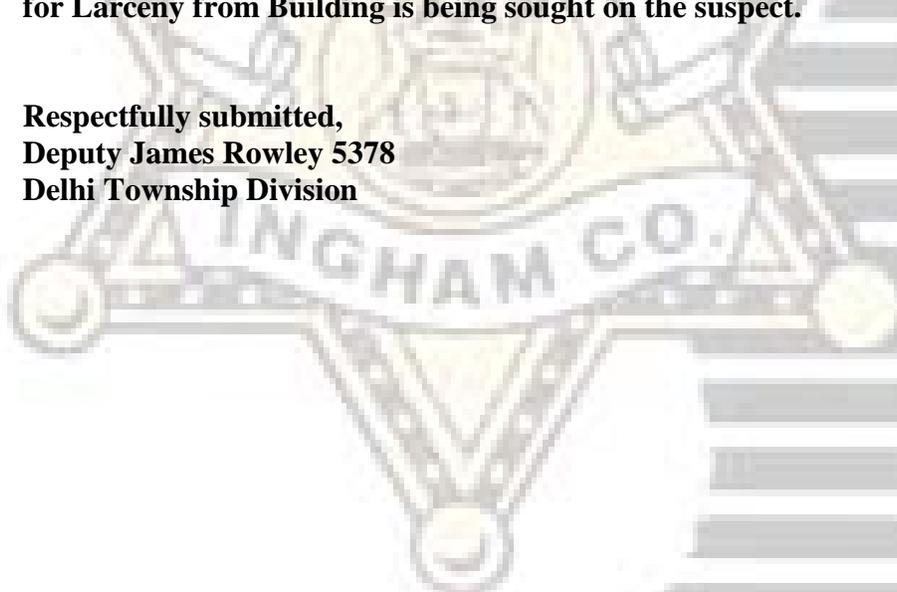
FAX (517) 676-8299

Joel Maatman
Major

I took an injury vehicle accident in front of the Speedway station at Jolly Rd. and Duckel Rd. The injured driver was suspended and cited for the incident. The other driver was at fault in the accident and cited for the accident.

August 31st I received a strong armed robbery in progress incident at Resource MFG. on Sovereign Dr. I arrived and detained a driver on Developmental Dr. The driver was on the scene to pick up the suspect. A perimeter was established in the area and a MSU PD. K9 unit assisted in a search for the suspect. The victim stated the suspect was in to apply for a temporary job. The suspect took the victim's wallet from her purse and went into the bathroom. The suspect took \$100 dollars from the victim's purse and was caught in the act by the victim. The suspect fled the scene and went into the woods nearby. I full identification of the suspect was achieved so the search was suspended. A felony warrant for Larceny from Building is being sought on the suspect.

**Respectfully submitted,
Deputy James Rowley 5378
Delhi Township Division**



DELHI CHARTER TOWNSHIP BOARD MEETING

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

Tuesday, September 20, 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. – Application for Industrial Facilities Tax (IFT) Exemption – Leightronix, Inc.

Unfinished Business

Consent Agenda

1. a) Approval of Minutes – Committee Meeting of September 6, 2016
- b) Approval of Minutes – Regular Meeting of September 6, 2016
- c) Approval of Minutes – Regular Budget Meeting of September 7, 2016
- d) Approval of Claims – September 13, 2016
- e) Approval of Payroll – September 8, 2016
- f) Amendment No. 1 to Resolution No. 2016-023 – Certification of December 1, 2016 Tax Levy

Zoning and Development

New Business

2. Agreement for Local Road Improvement between Delhi Charter Township and the County of Ingham – English Meadows Subdivision
3. Proposed Delhi Township Policy No. 132 – Local Road Improvement Process
4. Resolution No. 2016-024 – Application for Industrial Facilities Tax (IFT) Exemption – Leightronix, Inc.
5. Amendment No. 2 to Resolution No. 2015-019 – FY 2016 General Fund Budget
6. Amendment No. 2 to Resolution No. 2015-020 – FY 2016 Sewer Fund Budget
7. Amendment No. 1 to Resolution No. 2015-021 – FY 2016 Fire Fund Budget
8. Amendment No. 2 to Resolution No. 2015-022 – FY 2016 Fire Equipment, Training and Apparatus Fund Budget

9. Amendment No. 1 to Resolution No. 2015-023 – FY 2016 Police Fund Budget
10. Amendment No. 1 to Resolution No. 2015-024 – FY 2016 Water Improvement Fund Budget
11. Amendment No. 2 to Resolution No. 2015-025 – FY 2016 Downtown Development Authority Fund Budget
12. Amendment No. 1 to Resolution No. 2015-026 – FY 2016 Brownfield Redevelopment Authority Fund Budget

Items Removed From Consent Agenda For Discussion

Late Agenda Items

- 13.
- 14.
- 15.

Reports

16. Supervisor:
17. Treasurer:
18. Clerk:
19. Trustees:
20. 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 Members

FROM: John B. Elsinga, Township Manager

DATE: September 14, 2016

RE: Resolution No. 2016-024 – Application for Industrial Facilities Tax (IFT) Exemption – Leightronix, Inc.

Enclosed for your review and consideration is Resolution No. 2016-024 which would approve the Application for Industrial Facilities Tax (IFT) Exemption for Leightronix, Inc. located at 1125 N. Cedar Street. This application is for \$8,045 for the addition of new equipment.

A public hearing will be held on September 20, 2016 at 7:45 p.m. A Notice of Hearing was mailed certified to all legislative bodies of each taxing unit that levies ad valorem property taxes within Delhi Township and gives them the opportunity for comments on the application during the public hearing.

Therefore, subsequent to the public hearing, I recommend the Board approve the IFT application for Leightronix, Inc.

Recommended Motion:

To adopt Resolution No. 2016-024 which approves the Application for Industrial Facilities Tax (IFT) Abatement Certificate for Leightronix, Inc.



MEMORANDUM

TO: John Elsinga, Township Manager

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

DATE: Thursday, September 15, 2016

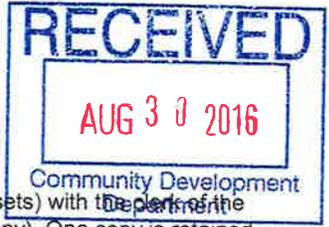
RE: Leightronix, Inc. – 1125 N. Cedar, Mason, MI
Industrial Facilities Exemption – Application

At the upcoming September 20th Board meeting a public hearing will be held in consideration of the application by Leightronix, Inc. for tax abatement under Public Act 198 of 1974. The company is a qualified high-technology manufacturer and will be installing equipment and other personal property to support the creation of a state-of-the-art high-tech research and development lab, HD video engineering center and enhanced manufacturing facility to support video server systems. More information about the company can be found on their website at: www.leightronix.com.

Leightronix expects to spend approximately \$8,045 on the new equipment. In addition, the company expects to create 10 new positions over the next 2 years. It appears that over the 12 year abatement period the value of the incentive could be approximately \$1,441.

A copy of the IFT application is attached for your review and consideration, along with a draft resolution approving the application. As always, if you have any questions, or need additional detail, please do not hesitate to ask me. Otherwise, I would respectfully request that you forward the attached to the Board for their consideration and approval at the next meeting.

Thank you.



Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>Amy D. Finch, Deputy Clerk</i>	Date Received by Local Unit <i>August 30, 2016</i>
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) LEIGHTRONIX, INC.		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 3663	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 1125 N. CEDAR STREET, MASON, MI 48854		1d. City/Township/Village (indicate which) DELHI TOWNSHIP	1e. County INGHAM
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment		3a. School District where facility is located MASON	3b. School Code 33130
		4. Amount of years requested for exemption (1-12 Years) 12 YEARS	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

Create a state-of-the-art world headquarters in mid-Michigan to include a high-tech research and development lab, HD video engineering center, technical support and customer training center coupled with an enhanced manufacturing facility in support of video server systems, live and video-on-demand streaming of H.264/H.265 compressed video/audio to client desktop, tablet, smartphone, and other viewer channel endpoints. (see attachment #1)

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	Real Property Costs \$8,045
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	Personal Property Costs \$8,045
6c. Total Project Costs * Round Costs to Nearest Dollar	Total of Real & Personal Costs \$8,045

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)		
Real Property Improvements	_____	_____	▶	<input type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements	3/10/16	3/10/16	▶	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

9. No. of existing jobs at this facility that will be retained as a result of this project. 29	10. No. of new jobs at this facility expected to create within 2 years of completion. 10
----------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	_____
b. TV of Personal Property (excluding inventory)	_____
c. Total TV	_____

12a. Check the type of District the facility is located in:

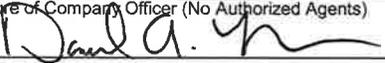
Industrial Development District Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit) December 2, 2014	12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
-------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Stacie Zaleski	13b. Telephone Number 517-694-8000	13c. Fax Number 517-694-1600	13d. E-mail Address szaleski@leightronix.com
14a. Name of Contact Person Stacie Zaleski	14b. Telephone Number 517-694-8000	14c. Fax Number 517-694-1600	14d. E-mail Address szaleski@leightronix.com
▶ 15a. Name of Company Officer (No Authorized Agents) David A. Leighton			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number 517-694-1600	15d. Date 08-29-2016
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 1125 N. Cedar Street, Mason, MI 48854		15f. Telephone Number 517-694-8000	15g. E-mail Address dleighton@leightronix.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal



Form 1012 Attachment #1

Section 5. continued:

Physical attributes to include redundant fiber communications build-out, redundant power systems, all-digital security/access systems, redundant HVAC systems, video transcoders and state-of-the-art monitoring systems.





Form 1012 Attachment #2

Requirements:

1. Legal description of the real property on which the facility is located:
Property within boundaries commonly known as 1125 N. Cedar Street, Mason, MI, property identification # 33-25-05-25-376-009 for which the legal description is:
COM @ S 1/4 COR SEC 25, TH N88° 39' 12"W ON S SEC LN 283 FT, TH N28° 53' 03"W 512.25 FT TO POB, TH CON'T N28° 53' 03"W 700. 31 FT, TH N71° 43' 36" E 436.72 FT TO SW'LY R/W LN OF CEDAR ST, TH SE' LY ON R/W 115. 06 FT ON CURVE LT W/RAD 3869. 83 FT & CHD 115. 06 FT BRG S44° 09' 54" E, TH CON'T ON R/W S45° 01' 00" E 361. 16FT, TH S44° 59' 00"W 582.89 FT TO POB, SEC 253NR2W 6.63 AC. M/ L
2. Personal Property: Section 6b.

Description of item:	Date or expected date of installation:	Cost or expected cost:
Automatic Transfer Switch for Generator	3/10/16	\$8045.40
TOTAL:		\$8045.40

4. Lease agreement attached.



DELHI CHARTER TOWNSHIP

RESOLUTION NO. 2016- 024

A Resolution to Approve the Application of Leightronix, Inc.
for Industrial Facilities Exemption Certificate

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 20th day of September, 2016, at 7:30 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by_____.

WHEREAS, pursuant to 1974 PA 198, as amended, the Township Board created an Industrial Development District (the "Industrial Development District"), with boundaries as outlined in Exhibit A of Resolution No. 2014-036 which includes the property at 1125 N. Cedar Street, Mason, MI; and

WHEREAS, the Township Clerk received an Application (the "Application") for an Industrial Facilities Exemption Certificate from Leightronix, Inc. (the "Applicant") on August 3, 2016 with respect to personal property improvements described in the Application (the "Facility") to be acquired and installed within the Industrial Development District; and

WHEREAS, before acting on the Application, the Township Board held a hearing on September 20, 2016 at the Community Services Center, at 7:45 p.m., for which hearing the Applicant, the Township Assessor, the public and a representative of each of the affected taxing units were given written notice, and at which hearing were afforded an opportunity to be heard on the Application; and

WHEREAS, acquisition and installation of the Facility is anticipated to have the reasonable likelihood to retain, create or prevent the loss of employment in Delhi Charter Township; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes within Delhi Charter Township, after granting this exemption, will exceed 5% of an amount equal to the sum of the SEV of Delhi Charter Township, plus the SEV of personal and real property thus exempted.

NOW, THEREFORE, BE IT RESOLVED;

1. The Township Board finds and determines that:
 - a. The granting of the Application under Public Act 198 of 1974, as amended, together with the aggregate amount of Industrial Facilities Tax Exemption Certificates previously granted and

currently in force under Act No. 198 of the Public Acts of 1974 and Act No. 255 of the Public Acts of 1978, shall not have the effect of substantially impeding the operation of Delhi Charter Township, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in Delhi Charter Township.

2. The Application for Industrial Facilities Tax Exemption for Facilities to be acquired and installed on the parcel of real property described in the Application and situated within the Industrial Development District is hereby approved.
3. The Industrial Facilities Tax Exemption granted pursuant to PA 198 of 1974, as amended, shall be for a period of twelve (12) years, plus up to two (2) years construction/acquisition.
4. Subject to the condition that any written agreements, assurances, and representations otherwise made by the Applicant to Delhi Charter Township concerning the Facility and the taxation thereof are not thereby superseded, the Township Clerk is hereby authorized to execute agreements and such other certificates, instruments, and papers necessary or convenient to effectuate the Industrial Facilities Tax Exemption, including enabling the Applicant to correct inadvertent errors in the Application prior to its submission to the State of Michigan.

AYES:

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 20th day of September, 2016.

IN WITNESS THEREOF, I have hereunto affixed my official signature this ____
day of September, 2016.

Evan Hope, Township Clerk

LEIGHTRONIX - ESTIMATE OF POTENTIAL IFT BENEFIT

9/9/2016

Est. New Investment:

Real Property \$0
 Personal Property \$8,045

Millage Rate Assumptions:

<u>Real Property</u>		<u>Personal Property</u>
IFT Rate:	35.51755	IFT Rate: 20.859
Non-IFT Rate:	65.0351	Non-IFT Rate: 41.0351

<i>Abatement Year</i>	<i>Const. Yr1</i>	<i>Const. Yr2</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Est. Real Property Value (SEV)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Est. Personal Property Value (SEV)	\$7,241	\$6,806	\$6,398	\$6,014	\$5,653	\$5,314	\$4,995	\$4,695	\$4,414	\$4,149	\$3,900	\$3,666
Total SEV	\$7,241	\$6,806	\$6,398	\$6,014	\$5,653	\$5,314	\$4,995	\$4,695	\$4,414	\$4,149	\$3,900	\$3,666
Est. Tax with no IFT												
Real Property	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Personal Property	\$297	\$279	\$263	\$247	\$232	\$218	\$205	\$193	\$181	\$170	\$160	\$150
Est. Tax with IFT												
Real Property	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Personal Property	\$151	\$142	\$133	\$125	\$118	\$111	\$104	\$98	\$92	\$87	\$81	\$76
Est. Tax Incentive Provided (difference)	\$146	\$137	\$129	\$121	\$114	\$107	\$101	\$95	\$89	\$84	\$79	\$74
Total Est. Value of IFT Incentive*:											\$1,411	

*Assumptions Used in Above Calculations:

1. Personal property (PP) is depreciated by 6% per year for the duration of the abatement period and comes on the roll at 90%.
2. Real property (RP) will increase in value by 1% per year.
3. The millage rate is assumed to remain constant over the duration of the abatement, which it will not. Also, beginning in 2010, the new MBT specifies that industrial personal property is exempt from the State Ed. Tax and local school operating.
4. All numbers and calculations above are estimates only and should not be used by anyone for financial planning or other similar purposes. The figures contain multiple variables that can and will change the outcome of the estimates.
5. The above information is not an implication or contract that the tax savings represented above will be achieved or provided by the Township or the State of Michigan.
6. That the full value of the "facility" will be on the tax rolls by Dec. 31, 2012, which may or may not be the case. 2 years is allowed for construction.

Recommended Motion:

To approve the Consent Agenda as presented.

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON SEPTEMBER 6, 2016**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, September 6, 2016 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, MI. Supervisor Davis called the meeting to order at 6:30 p.m.

Members Present: Supervisor C.J. Davis, Clerk Evan Hope, Treasurer Roy Sweet, Trustees John Hayhoe, Megan Ketchum, DiAnne Warfield

Members Absent: Trustee Jon Harmon

BUSINESS

DEPARTMENT OF PUBLIC SERVICES - AUGUST ACTIVITY REPORT

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

PROPOSED DELHI TOWNSHIP POLICY NO. 132 – LOCAL ROAD IMPROVEMENT PROCESS

The Board reviewed the Local Road Improvement Process Draft Policy No. 132 (ATTACHMENT II).

Tracy Miller, Director of Community Development, stated that she made a few minor clerical changes to the draft Local Road Improvement Process policy since it was first presented to the Board at their August 16, 2016 Committee of the Whole meeting. Ms. Miller gave a brief recap of the draft policy.

Trustee Sweet asked if the Township were to take over the road improvement process, would the Ingham County Road Department inspect the improved roads before they decided to take them over and questioned if this should be part of the policy. Twp. Mgr. Elsinga stated that the Road Department may certify that the roads were done to their specifications. Ms. Miller stated that the Road Department would give the Township a right-of-way permit to do the work and if the Road Department did not agree to the construction specifics, a permit should not be issued.

Trustee Warfield questioned the 10% threshold of benefitting property owners in regard to smaller neighborhoods (Section V. Policy, No. 1 Letter of Intent). Ms. Miller stated that there are very few neighborhoods that have 20 houses or less. Trustee Ketchum stated that a smaller neighborhood could be combined with an adjacent larger neighborhood when determining the improvement area to save costs.

Discussion was held regarding what constitutes a neighborhood and/or road improvement area. Ms. Miller stated that the policy lists criteria that her department will follow in determining a road improvement area.

Supervisor Davis asked if the Township could mail an informational letter to the neighborhood before petitions for the improvements were circulated. Ms. Miller stated that she would propose mailing information from the Neighborhood Information Meeting to the residents so that those that could not attend the meeting had the information.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON SEPTEMBER 6, 2016**

Clerk Hope stated that as much as he would like the Road Department to handle road improvements he feels that the Township should assist the residents with repair of their roads. Clerk Hope asked if the Township could identify areas in need and approach the neighborhood. Twp. Mgr. Elsinga stated that there is enough feedback from the residents on repairing their roads that he did not see a need in approaching the neighborhood.

Trustee Ketchum asked what other townships were doing for local road improvements. Ms. Miller stated that Meridian and other townships have local road improvement millages; however, in her opinion this is not a good scenario for their residents. Twp. Mgr. Elsinga stated that townships that do not provide police and fire can spend their general fund money on roads.

Treasurer Sweet stated that he is comfortable with moving forward with this policy as doing nothing, in his opinion is not an option. Treasurer Sweet further stated that he does not want neighborhood roads to deteriorate to a point where residents have trouble selling their homes.

Clerk Hope stated that the more than 50% threshold of collected signatures required (pursuant to Act 188 of 1954) has always been an issue. Clerk Hope further stated that requiring a petitioner to approach each property owner with the petition would not change the outcome because once the required amount of signatures is obtained the project can move forward.

This item will be placed on the September 20, 2016 agenda for Board consideration.

PUBLIC COMMENT

Mike Hamilton, 4541 Sycamore Street, commented that road improvements are the jurisdiction of the Ingham County Road Department and feels that they should be the ones to fix the roads.

Sandy Kuprel, 5810 Caleta Drive, Lansing, stated that she is willing to head up the road improvement in her neighborhood.

ADJOURNMENT

Meeting adjourned at 7:12 p.m.

Date: September 20, 2016

Evan Hope, Township Clerk

Date: September 20, 2016

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 6, 2016**

Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, September 6, 2016 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Davis called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Supervisor C.J. Davis, Clerk Evan Hope, Treasurer Roy Sweet, Trustees John Hayhoe, Megan Ketchum, DiAnne Warfield

Members Absent: Trustee Jon Harmon

COMMENTS FROM THE PUBLIC – None

SET/ADJUST AGENDA

Hope moved to move Agenda Item No. 8 (Resolution No. 2016-021 – To Postpone the Construction of a Required Sidewalk-5568 Ambler Street) before Agenda Item No. 1 (Consent Agenda).

A Voice Poll Vote was recorded as follows:

All Ayes

Absent: Harmon

MOTION CARRIED

NEW BUSINESS

**RESOLUTION NO. 2016-021 – TO POSTPONE THE CONSTRUCTION OF A REQUIRED
SIDEWALK – 5568 AMBLER STREET**

The Board reviewed memorandums dated August 25, 2016 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT I).

Hayhoe moved to adopt Resolution No. 2016-021 which postpones the construction of a required sidewalk along property owned by Aaron Tobias and located at 5568 Ambler Street and requires the property owner to execute a Sidewalk Agreement stating the same.

A Roll Call Vote was recorded as follows:

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

Absent: Harmon

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 6, 2016**

CONSENT AGENDA

- A. Approval of Minutes – Committee Meeting of August 16, 2016
- B. Approval of Minutes – Regular Meeting of August 16, 2016
- C. Approval of Claims – August 16, 2016 (ATTACHMENT II)
- D. Approval of Claims – August 30, 2016 (ATTACHMENT III)
- E. Approval of Payroll – August 25, 2016 (ATTACHMENT IV)
- F. Utility Agreement for Sanitary Sewer between Delhi Charter Township and Willoughby Estates II - LLC – Willoughby Estates (ATTACHMENT V)
- G. Acceptance of Sanitary Sewer System for Prestwick Village Apartments (ATTACHMENT VI)

Warfield moved to approve the Consent Agenda as presented.

A Roll Call Vote was recorded as follows:

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

Absent: Harmon

MOTION CARRIED

NEW BUSINESS – cont'd

QUOTE FOR COMPUTER ELECTRICAL AND DATA INSTALLATION FOR EMERGENCY OPERATIONS CENTER – B & D ELECTRIC, INC.

The Board reviewed memorandums dated August 23, 2016 from Twp. Mgr. Elsinga and August 22, 2016 from Brian Ball, Fire Chief (ATTACHMENT VII).

Hope moved to approve the quote from B & D Electric, Inc. for Option 2 in the amount of \$12,340 for the installation of electrical boxes and circuit panel in the Fire Department Emergency Operations Center.

A Roll Call Vote was recorded as follows:

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

Absent: Harmon

MOTION CARRIED

UPGRADE OF COMMUNITY SERVICES CENTER BUILDING SECURITY SYSTEM – SECURITY CAMERAS

The Board reviewed memorandums dated August 23, 2016 from Twp. Mgr. Elsinga and August 22, 2016 from Brian Ball, Fire Chief (ATTACHMENT VIII).

Warfield moved to approve the quote from Progressive Surveillance Tech LLC in the amount of \$14,234.20 for the upgrade of the Delhi Township Community

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 6, 2016**

Services Center building security system to provide digital camera security throughout with 50% of funds coming from the Mid-Michigan Risk Management Association Risk Avoidance Program Grant.

Treasurer Sweet questioned if there were any ongoing costs associated with the monitoring. Fire Chief Ball stated that there would not be any ongoing costs. Treasurer Sweet asked if there would be any storage of the digital recording. Chief Ball stated that the cameras are motion activated and will have a DVD backup.

A Roll Call Vote was recorded as follows:

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

Absent: Harmon

MOTION CARRIED

PROPOSAL FOR ACTUARIAL VALUATION OF THE DELHI CHARTER TOWNSHIP RETIREE HEALTH CARE PLAN

The Board reviewed a memorandum dated August 25, 2016 from Twp. Mgr. Elsinga (ATTACHMENT IX).

Ketchum moved to approve the proposal from Gabriel Roeder Smith & Company for an actuarial valuation of retiree health care benefits for Delhi Charter Township in the amount of \$13,300.

A Roll Call Vote was recorded as follows:

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

Absent: Harmon

MOTION CARRIED

THIRD PARTY AGREEMENT FOR HOLT ROAD IMPROVEMENTS – INGHAM COUNTY ROAD DEPARTMENT

The Board reviewed a memorandum dated August 30, 2016 from Tracy Miller, Director of Community Development (ATTACHMENT X).

Hayhoe moved to approve the Third Party Agreement for Holt Road Improvements between Delhi Charter Township and the County of Ingham on behalf of the Ingham County Road Department for expenses related to Category I of Exhibit A in the amount of \$28,100 for necessary sidewalk work.

A Roll Call Vote was recorded as follows:

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

Absent: Harmon

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 6, 2016**

RESOLUTION NO. 2016-019 – ANNUAL DETERMINATION OF STREETLIGHT ASSESSMENTS – CONSUMERS ENERGY

The Board reviewed memorandums dated August 25, 2016 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT XI).

Sweet moved to adopt Resolution No. 2016-019 which adjusts the annual streetlight assessments, per Exhibit A, to reflect rate changes imposed by Consumers Energy.

Tracy Miller, Director of Community Development, stated that her memo dated August 25, 2016 (Attachment XI) indicated that “Recently, the Township has realized an *increase* in service fees from Consumers Energy”; however, it should have stated that the Township has realized a *decrease* in service fees.

A Roll Call Vote was recorded as follows:

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

Absent: Harmon

MOTION CARRIED

RESOLUTION NO. 2016-020 – CONSUMERS ENERGY CHANGE IN STANDARD STREETLIGHTING CONTRACT – AUDIT OF STREETLIGHTS IN DELHI TOWNSHIP

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

Hayhoe moved to adopt Resolution No. 2016-020, which approves Consumers Energy Request No. 1020982336 for a change in the Standard Streetlight Contract between Delhi Township and Consumers Energy which will adjust the Township’s streetlight account according to a recent audit conducted by Consumers Energy.

A Roll Call Vote was recorded as follows:

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

Absent: Harmon

MOTION CARRIED

RESOLUTION NO. 2016-022 – REQUEST FROM SBA TOWERS, II, LLC FOR AN EASEMENT AND ACCESS AND UTILITY AGREEMENT ON TOWNSHIP PROPERTY

The Board reviewed a memorandum dated August 31, 2016 from Twp. Mgr. Elsinga (ATTACHMENT XIII).

Warfield moved to adopt Resolution No. 2016-022 which approves the request from SBA Towers, II, LLC for an exclusive easement and access and utility agreement on Township property for communications related purposes.

A Roll Call Vote was recorded as follows:

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

Absent: Harmon

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 6, 2016**

RESOLUTION NO. 2016-023 – CERTIFICATION OF DECEMBER 1, 2016 TAX LEVY

The Board reviewed a memorandum dated August 25, 2016 from Twp. Mgr. Elsinga (ATTACHMENT XIV).

Sweet moved to adopt Resolution No. 2016-023, which certifies the December 1, 2016 Tax Levy on taxable property within Delhi Charter Township.

A Roll Call Vote was recorded as follows:

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

Absent: Harmon

MOTION CARRIED

REPORTS

TREASURER

Treasurer Sweet reported that his office is in the process of collecting Summer Property Taxes. To date, approximately \$3,600,000 (roughly 40%) of the \$8,900,000 tax roll has been collected.

Treasurer Sweet further stated that his office received State Revenue Sharing for the May/June 2016 period in the amount of \$353,497; of that the City, Village and Township Revenue Sharing (CVTRS) portion has remained constant at \$11,416. The Constitutional Revenue Sharing was \$342,081. This is an increase of just under \$30,000 over the April/May 2016 period; and an increase of \$16,339 over the May/June 2015 period.

LIMITED PUBLIC COMMENTS – Mike Hamilton, 4541 Sycamore Street, commented on the Ingham County Road Department's responsibility to repair the roads in the Township.

ADJOURNMENT

Meeting adjourned at 8:01 p.m.

Date: September 20, 2016

Evan Hope, Township Clerk

Date: September 20, 2016

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 7, 2016**

Delhi Charter Township Board of Trustees met in a regular meeting on Wednesday, September 7, 2016 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Davis called the meeting to order at 8:05 a.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Supervisor C.J. Davis, Clerk Evan Hope, Treasurer Roy Sweet, Trustees John Hayhoe, Megan Ketchum, DiAnne Warfield

Members Absent: Trustees Jon Harmon, Megan Ketchum

COMMENTS FROM THE PUBLIC - None

NEW BUSINESS

DOWNTOWN DEVELOPMENT AUTHORITY

The 2017 Downtown Development Authority budget requests expenditures of \$1,282,530 and transfers out of \$701,510; a decrease of \$230,100 from the 2016 projected budget.

BROWNFIELD REDEVELOPMENT AUTHORITY

Resources/Uses (Brownfield): After final reimbursement of Brownfield properties, the Local site Remediation fund can capture revenue for 5 years.

Resources/Uses (Local Site Remediation): Revenues of \$195,300 is anticipated along with \$150,550 of expenditures in 2017.

DEBT SERVICE – DDA

The 2017 Debt Service budget requests expenditures of \$108,320, an increase of \$100,370 from the 2016 projected budget. This bond was issued in 2016 to fund various improvements to land, buildings and infrastructure. The revenue for bond payments will come from DDA captured tax revenue.

PARKS ADMINISTRATION

The 2017 Parks and Recreation Administration budget requests expenditures of \$265,300, an increase of \$3,730 from the 2016 projected budget.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 7, 2016**

PARKS

The 2017 Parks budget requests expenditures of \$620,710, a decrease of \$350,220 from the 2016 projected budget.

RECREATION

The 2017 Recreation budget requests expenditures of \$65,780, a decrease of \$25,000 from the 2016 projected budget. The budget reflects the cost of new recreation software to allow for on-line registration, equipment, awards and recreation program officials as well as costs associated with Township special events.

BUILDING AND GROUNDS

The 2017 Building and Grounds budget requests expenditures of \$2,549,310, an increase of \$900,390 from the 2016 projected budget.

Clerk Hope commented on the need to purchase a new machine to efficiently clear the snow from the sidewalks.

FIRE FUND

The 2017 Fire Fund budget requests expenditures of \$2,555,830, an increase of \$381,240 from the 2016 projected budget.

GENERAL FUND SUMMARY

The 2017 General Fund budget requests total expenditures of \$13,445,870 (of which \$2,980,010 will be transferred out to support the Fire and Police Funds). This is an increase of \$966,390 from the 2016 projected budget.

LEGISLATIVE

The 2017 Legislative budget requests expenditures of \$107,930, an increase of \$1,940 from the 2016 projected budget.

MANAGER

The 2017 Manager budget requests expenditures of \$344,760, an increase of \$1,860 from the 2016 projected budget.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 7, 2016**

ACCOUNTING

The 2017 Accounting budget requests expenditures of \$146,380, an increase of \$2,350 from the 2016 projected budget.

CLERK

The 2017 Clerk budget requests expenditures of \$333,620, an increase of \$9,870 from the 2016 projected budget.

ELECTIONS

The 2017 Elections budget requests expenditures of \$25,200, a decrease of \$98,840 from the projected 2016 budget. The decrease is due to no planned elections for 2017 compared to four elections in 2016.

INFORMATION TECHNOLOGY

The 2017 Information Technology budget requests expenditures of \$299,690, a decrease of \$37,310 from the 2016 projected budget.

*The Board Recessed at 10:05 p.m.
The Board Reconvened at 10:16 p.m.*

TREASURER

The 2017 Treasurer budget requests expenditures of \$270,870, an increase of \$5,530 from the 2016 projected budget.

ASSESSING

The 2017 Assessing budget requests expenditures of \$402,500, an increase of \$30,290 from the 2016 projected budget.

COMMUNITY DEVELOPMENT

The 2017 Community Development budget requests expenditures of \$781,380, a decrease of \$12,510 from the 2016 projected budget.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 7, 2016**

INFRASTRUCTURE

The 2017 Infrastructure budget requests expenditures of \$2,530,500, which is an increase of \$1,159,770 from the 2016 projected budget due to the energy conservation projects.

GENERAL FUND OTHER FUNCTIONS

The 2017 Other Functions budget requests expenditures of \$565,850 and transfers out of \$2,980,010 for a total of \$3,545,860. Excluding the transfer of bond proceeds to the DDA, expenditures decreased \$49,940 from the 2016 projection of \$615,790 and transfers out increased \$386,470 from the 2016 projected expenditures of \$2,543,600, a net increase of \$386,470 from the 2016 projected total of \$3,159,390.

GENERAL FUND DEBT SERVICE

The 2017 Debt Service budget requests expenditures of \$455,060, an increase of \$296,740 from the 2016 projected budget.

SEWER FUND

The 2017 Sewer Fund budget requests expenditures of \$6,821,890, an increase of \$280,930 from the 2016 projected budget.

SEWER FUND ADMINISTRATION

The 2017 Sewer Fund Administration budget requests expenditures of \$719,910, an increase of \$9,200 from the 2016 projected budget.

DEPARTMENT OF PUBLIC SERVICES

The 2017 Department of Public Services budget requests expenditures of \$4,185,680, a decrease of \$267,240 from the 2016 projected budget. Of these expenditures, \$655,000 is eligible for a 75% SAW grant reimbursement from the State of Michigan.

Supervisor Davis left the meeting 11: 21 a.m.

SEWER FUND CAPITAL OUTLAY

The 2017 Sewer Fund Capital Outlay budget requests expenditures of \$1,490,250, an increase of \$643,110 from the 2016 projected budget.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 7, 2016**

SEWER FUND BOND INDEBTEDNESS

The 2017 Sewer Fund Debt budget requests expenditures of \$1,843,040, an increase of \$91,030 from the 2016 projected budget.

STORMWATER

The 2017 Stormwater budget requests expenditures of \$701,020, an increase of \$191,330 from the 2016 projected budget. Of these expenditures, \$200,000 are eligible for a 75% SAW grant reimbursement from the State of Michigan.

POLICE FUND

The 2017 Police Fund budget requests expenditures of \$2,673,880, an increase of \$76,560 from the 2016 projected budget. This budget reflects a staffing level of 19 full-time deputies with a minimum staffing of 2 officers on duty at all times, 1 deputy in the Holt schools and 1 full-time and 1 part-time clerical support staff. In addition, two part-time seasonal sheriff deputies are utilized during the summer months to assist the Parks Department in patrolling the Township's parks, trails and other facilities.

WATER IMPROVEMENT

The 2017 Water Improvement budget requests expenditures of \$76,050, decreasing fund balance by \$49,180 to \$175,059. The largest expenditure, \$73,450 of the total \$76,050, is for debt payments on the Waverly/Holt Road water main extension to the Holt Public Schools.

ADJOURNMENT

Meeting adjourned at 11:40 a.m.

Date: September 20, 2016

Evan Hope, Township Clerk

Date: September 20, 2016

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

ACCOUNTS PAYABLE APPROVAL

September 13, 2016

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated September 13, 2016 numbered 91996 thru 92062 & ACH 4439 thru 4476. Every invoice has a payment authorizing signature(s).

Dated: September 13, 2016

Lora Behnke, Accounting Clerk

II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated September 13, 2016 show payments made from the following funds:

General Fund	\$	92,399.55
Fire Fund		4,904.94
Police Fund		2,200.00
Fire Equip. & Apparatus Fund		1,028.33
Water Improvement Fund		500.00
Downtown Development Fund		30,427.72
2016 DDA Development Bond		500.00
Sewer Fund		62,654.07
Local Site Remediation Fund		540.00
Trust & Agency Fund		1,175.68
Current Tax Fund		42,517.96
Grand Total	\$	<u>238,848.25</u>

Includes the following to be reimbursed from separate bank accounts:

Current Tax Fund	\$	42,517.96
Farmer's Market Account	\$	3,362.23

Dated: September 13, 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. (\$11,338.53 Barnhart & Son for Forcemain Investigation/Lift Station D** , \$13,802.80 Thrun Law Firm for August Legal Fees) **To Be Approved By Consent**

Dated: September 13, 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 September 20, 2016 a motion was made by _____ and passed by ___yes votes and ___no votes (___absent) that the list of claims dated September 13, 2016, was reviewed, audited and approved

Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
 EXP CHECK RUN DATES 09/13/2016 - 09/13/2016

Vendor	Invoice Line Desc	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
BANK OF AMERICA	CANON WILL REFUND	274.70
ALLEN EDWIN HOMES	CONST VALUE, NEW	1,907.00
ALLEN EDWIN HOMES	RESIDENTIAL CLASS 3	120.00
AMY DEMASS	REFUND FOR PAVILION	50.00
	Total For Dept 000.00	2,351.70
Dept 171.00 MANAGER		
ADP SCREENING & SELECTION	SUBSCRIPTION/BACKGROUND CHECKS	31.13
BANK OF AMERICA	EMS BOOK/ELSINGA	12.95
BANK OF AMERICA	MEDA CONFERENCE LODGING/ELSINGA	259.31
	Total For Dept 171.00 MANAGER	303.39
Dept 191.00 ACCOUNTING		
BANK OF AMERICA	MFGOA TRAINING LODGING/MEREDITH	133.00
	Total For Dept 191.00 ACCOUNTING	133.00
Dept 215.00 CLERK		
BANK OF AMERICA	NOTARY EMBOSSER/KANGAS	41.00
MICHIGAN.COM	PUBLISHING LEGAL AUGUST	220.52
BANK OF AMERICA	PRSA DUES/KANGAS	250.00
	Total For Dept 215.00 CLERK	511.52
Dept 228.00 INFORMATION TECHNOLOGY		
BANK OF AMERICA	2 PK TONER CARTRIDGES FOR HP400	35.99
BANK OF AMERICA	DISPLAY PORT TO HDMI ADAPTER	18.33
BANK OF AMERICA	DISPLAY PORT TO HDMI ADAPTER	13.99
BANK OF AMERICA	INTRINSICALLY SAFE CONTROL	320.02
DELHI CHARTER TOWNSHIP-I.T.	INKJET PRINTER/MILLER	129.99
DELHI CHARTER TOWNSHIP-I.T.	3-APC BACK-UPS/CSC	162.00
DELHI CHARTER TOWNSHIP-I.T.	2 LASER TONER CARTRIDGES/CLERK	92.69
DELHI CHARTER TOWNSHIP-I.T.	2 4PK TONERS/MANAGER & ASSESSING	83.72
DELHI CHARTER TOWNSHIP-I.T.	INK CARTRIDGE FOR MULTIPLE PRINTER X	56.99
DELHI CHARTER TOWNSHIP-I.T.	2 SETS CARTRIDGE INK FOR PRINTER	10.50
ACD.NET, INC.	ACD FIBER MONTHLY	616.00
HASSELBRING-CLARK	LF SCANNER REPAIR	80.00
	Total For Dept 228.00 INFORMATION TECHNOLOGY	1,620.22
Dept 253.00 TREASURERS		
BANK OF AMERICA	APT US&C ANNUAL DUES/TEBEAU	185.00
BANK OF AMERICA	MMTA & APT CONF LODGING/TEBEAU	344.82
	Total For Dept 253.00 TREASURERS	529.82

Dept 257.00 ASSESSING		
LANSING ICE & FUEL CO	GASOLINE 8/15-31/2016	50.14
BANK OF AMERICA	2016-2017 USPAP APPRAISAL FOUND	65.00
DBI BUSINESS INTERIORS	NAME STAMP/TODD-LOWERY	18.49
THRUN LAW FIRM, P.C.	LEGAL FEES AUGUST	1,497.40
BANK OF AMERICA	IAAO MEMBERSHIP DUES/MUNSON	87.50
DELTA CHARTER TOWNSHIP	ASSESSING FEES SEPTEMBER	2,000.00
JAMES MUNSON	8/22-9/4/2016 MILEAGE/MUNSON	36.18
BANK OF AMERICA	MAA CONFERENCE MEAL/E. TOBIAS	32.50
BANK OF AMERICA	MAA CONFERENCE MEAL/E. TOBIAS	9.54
BANK OF AMERICA	MMA CONFERENCE MEAL/E. TOBIAS	13.25
BANK OF AMERICA	MMA CONFERENCE MEAL/E. TOBIAS	12.00
BANK OF AMERICA	MMA LODGING BALANCE/E. TOBIAS	461.89
	Total For Dept 257.00 ASSESSING	4,283.89

Dept 262.00 ELECTIONS		
BANK OF AMERICA	5,000 ELECTION POSTCARDS ENVELOPES	194.65
	Total For Dept 262.00 ELECTIONS	194.65

Dept 265.00 BUILDING & GROUNDS		
LANSING ICE & FUEL CO	GASOLINE 8/15-31/2016	197.66
MODEL COVERALL SERVICE	UNIFORMS/ B & G	21.69
MODEL COVERALL SERVICE	UNIFORMS/ B & G	21.69
MODEL COVERALL SERVICE	UNIFORMS/ B & G	21.69
LANSING SANITARY SUPPLY INC	CASE OF 12 URINAL BLOCKS	73.76
LANSING SANITARY SUPPLY INC	ESTAMATED SHIPPING	8.25
OTIS ELEVATOR COMPANY	ELEVATOR SERVICE CONTRACT	763.80
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/CSC	975.00
STATE OF MICHIGAN	BOILER INSPECTION/CSC	57.02
METRONET LONG DISTANCE	LONG DISTANCE AUGUST	29.99
BOYNTON FIRE SAFETY SERVICE	RECERTIFICATIONS OF BACKFLOW	650.00
ACE HARDWARE	2 CHECK VALVE 2" SLEEVES/CSC	39.98
LOWE'S CREDIT SERVICES	22 LIGHT BULBS/DDA & SHERIFF	294.06
SPARTAN IRRIGATION, INC.	REPAIR SPRINKLER HEADS/CSC	86.88
D & G EQUIPMENT INC	LABOR/SOD CUTTER	83.23
D & G EQUIPMENT INC	PARTS/SOD CUTTER	115.80
D & G EQUIPMENT INC	SERVICE ACCESSORIES/SOD CUTTER	5.00
D & G EQUIPMENT INC	FREIGHT/SOD CUTTER	25.00
ACE HARDWARE	8 CLAMPS/COUPLE/ACE CUTTER/	37.26
FRANKIE D'S AUTO & TRUCK	LOF/#41A	31.00
THE PARTS PLACE	TOWELS/ARMOR ALL/VEHICLE CLEAN	25.56
	Total For Dept 265.00 BUILDING & GROUNDS	3,564.32

Dept 281.00 STORMWATER		
DBI BUSINESS INTERIORS	1/2" VIEW BINDER	10.40
HUBBELL, ROTH & CLARK, INC	SAW STORMWATER MANAGEMENT	2,344.50
	Total For Dept 281.00 STORMWATER	2,354.90

Dept 446.00 INFRASTRUCTURE		
HUBBELL, ROTH & CLARK, INC	PLANS & SPECIFICATIONS	3,513.75
CONSUMERS ENERGY	STREETLIGHTS ACCT#6730	18,757.10
CONSUMERS ENERGY	STREETLIGHTS ACCT#7043	70.96
HUBBELL, ROTH & CLARK, INC	RAM TRAIL PHASE II	7,790.82
HUBBELL, ROTH & CLARK, INC	RAM 2 BURCHFIELD TRAIL GRANT APP	215.64
	Total For Dept 446.00 INFRASTRUCTURE	30,348.27

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		
BANK OF AMERICA	WORK PANTS/SIMONS & MASTIN	255.00
BANK OF AMERICA	WORK SHIRTS & SHIPPING/LARNER	117.44
BANK OF AMERICA	2 SCOTCH CLEAR TAPE	7.58
DBI BUSINESS INTERIORS	CUSTOM STAMP	22.13
LANSING ICE & FUEL CO	GASOLINE 8/15-31/2016	76.49
THRUN LAW FIRM, P.C.	LEGAL FEES AUGUST	2,568.60
BANK OF AMERICA	RENEW NOTARY BOND & NEW STAMP	107.00
BANK OF AMERICA	LANSING STATE JOURNAL SUB.	363.63
BANK OF AMERICA	NOTARY PACKAGE/N. TOBIAS	208.00
HUBBELL, ROTH & CLARK, INC	SPARROW HEALTH SYSTEM PLAN REV	742.32
HUBBELL, ROTH & CLARK, INC	2046 DEPOT STREET PLAN REVIEW	388.59
HUBBELL, ROTH & CLARK, INC	3440 DUNCKEL RD KLEIN BROTHERS	249.00
HUBBELL, ROTH & CLARK, INC	WILLOUGHBY ESTATES PLAN REVIEW	1,238.34
HUBBELL, ROTH & CLARK, INC	SYNCHRO MODEL	4,017.24
HUBBELL, ROTH & CLARK, INC	CEDAR ST CORRIDOR IMPROVEMENT	1,410.00
LANDSCAPE ARCHITECTS	NON-MOTORIZED TRANSPORTATION	4,875.00
METRONET LONG DISTANCE	LONG DISTANCE AUGUST	18.64
MICHIGAN.COM	PUBLISHING LEGAL JULY	152.48
BANK OF AMERICA	COPIER LATE CHARGES & MI 15 PROP	104.41
BANK OF AMERICA	PARKING/MILLER	5.00
SCHAFFER'S INC.	MOWING 5690 LADDERBACK	43.13
SCHAFFER'S INC.	MOWING 2216 WEST BLVD	51.75
MICHIGAN ASSOCIATION OF PLANN	MAP CONFERENCE REGISTRATION	375.00
Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		17,396.77

Dept 752.00 PARKS ADMINISTRATION		
METRONET LONG DISTANCE	LONG DISTANCE AUGUST	0.43
BANK OF AMERICA	PESTICIDE TRAINING/LUCE & BLANKEN	160.00
Total For Dept 752.00 PARKS ADMINISTRATION		160.43

Dept 771.00 PARKS		
LANSING ICE & FUEL CO	GASOLINE 8/15-31/2016	1,034.44
MODEL COVERALL SERVICE	UNIFORM PANTS/PARKS	58.88
MODEL COVERALL SERVICE	UNIFORM PANTS/PARKS	58.88
MODEL COVERALL SERVICE	UNIFORM PANTS/PARKS	42.56
MENARDS LANSING SOUTH	FLORAL SHEAR/3 OPEN END TOOL	20.46
MENARDS LANSING SOUTH	5 PK BALLPOINT PENS/5 CARR BOLT	11.74
THE PARTS PLACE	GREASE GUN/GREASE CART/ARMOR	40.98
ACE HARDWARE	8 MISC. MDSE./FIX SOCCER GOAL	14.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SENIOR CENTER	260.00
CONSUMERS ENERGY	ELECTRIC 1771 MAPLE	78.62
B & D ELECTRIC, INC.	MATERIALS & LABOR/FOUNTAIN REPAIR	626.50
ACE HARDWARE	SCREEN/CSC STORMWATER BASIN	5.99
JAKE'S NEW & USED PLUMBING	SELF CLOSING FAUCET	46.00
PURE GREEN LAWN & TREE	FERT/WEED CONTROL @JR HIGH BALL	110.00
SUPERIOR SAW	WEED WHIP/OIL/LINE/VETS GARDEN	434.37
ACE HARDWARE	4 WHITE MARKING PAINT	29.96
ACE HARDWARE	8 MISC. MDSE./MOWER THROTTLE	1.72
ACE HARDWARE	3 WASP & HORNET SPRAY	5.97
ACE HARDWARE	1 MISC. MDSE./SCREWS FOR TRAIL	31.99
LAUX CONSTRUCTION, LLC	T&M TO REPAIR THE RAILING ON TRAIL	2,500.00
MENARDS LANSING SOUTH	5 GORILLA TAPES/10 CAUTION TAPES	101.85
MENARDS LANSING SOUTH	2 BAGS BLACK TIES	39.92

MENARDS LANSING SOUTH	(3) 72" OFFSET FINIAL TRELLIS	68.94
D & G EQUIPMENT INC	PUMP-FUEL/2 FUEL FILTERS/EXMARK	36.69
D & G EQUIPMENT INC	2 BELTS/4 ASMTHROTTLE CABLES/	136.78
D & G EQUIPMENT INC	BUSHINGS/3 SCREWSEMS/2 SWITCH	140.70
SUPERIOR SAW	2 GREASE CAPS/SKAG MOWER	6.86
BOBCAT OF LANSING	2 ANTI FREEZE	31.66
CATHEY COMPANY	HOSE FOR PAINTER	105.46
FRANKIE D'S AUTO & TRUCK	REPLACE BRAKE LINES & FITTINGS/	660.00
SPARTAN DISTRIBUTORS, INC	4 BEARINHGS/8 AIR FILTERS/6 OIL FILTERS	661.85
TASMANIAN TIRE CO.	FLAT TIRE/TORO #4100	10.00
THE PARTS PLACE	4 SPARK PLUGS/EXMARK	9.88
TASMANIAN TIRE CO.	TIRE/TRAILER	67.50
	Total For Dept 771.00 PARKS	7,491.15

Dept 774.00 RECREATION		
D & M SILKSCREENING	20 T-SHIRTS	120.00
D & M SILKSCREENING	20 T-SHIRTS	120.00
D & M SILKSCREENING	6 T-SHIRTS	48.00
H & H WELDING & REPAIR LLC	REPAIR SOCCER GOAL POSTS	113.00
JOHNNY MAC'S	WHISTLES	305.10
ELLIOTT FOOD EQUIPMENT, LLC	3 ADJUSTABLE HANDLES	98.76
ELLIOTT FOOD EQUIPMENT, LLC	FREIGHT	21.60
BANK OF AMERICA	8 WATERMELONS/SENIOR PICNIC	31.92
BANK OF AMERICA	POPCORN & SNO CONE SUPPLIES	54.25
BANK OF AMERICA	POPCORN/MOVIE	68.56
BANK OF AMERICA	ING CTY HEALTH DEP FOOD PERMIT	195.00
BANK OF AMERICA	SENIOR PICNIC SUPPLIES	80.98
BANK OF AMERICA	SENIOR PICNIC SUPPLIES	307.05
BANK OF AMERICA	SENIOR PICNIC SUPPLIES	344.95
NIGHT MAGIC DISPLAYS	FIREWORKS 8/20/2016	4,000.00
	Total For Dept 774.00 RECREATION	5,909.17

Dept 850.00 OTHER FUNCTIONS		
THRUN LAW FIRM, P.C.	LEGAL FEES AUGUST	3,044.80
ENCOMPASS/EAP	4TH QTR EAP	248.00
IMAGETREND, INC.	ANNUAL FEES/EMS REPORTING	4,420.00
MEDICAL MANAGEMENT SYSTEMS	AMBULANCE BILLING FEES AUGUST	3,466.69
MUNETRIX, LLC	EVIP REPORTING	2,198.46
RICOH USA, INC.	RICOH MAINTENANCE AGREEMENT	142.68
BANK OF AMERICA	WUFOO SUBSCRIPTION 8/26-9/26/2016	9.00
BANK OF AMERICA	FACEBOOK ADS	54.39
BANK OF AMERICA	AT&T LED SIGN 7/16-8/15/2016	108.19
BANK OF AMERICA	WEB HOSTING 8/10-9/9/2016	1.00
BANK OF AMERICA	DOMAIN RENEWAL FEE	14.95
BANK OF AMERICA	MUSIC SERVICE/CSC	26.95
BANK OF AMERICA	AT&T LED SIGN 8/16-9/15/2016	103.62
GOOD FRUIT LLC	VIDEO/TAXES	1,200.00
RICOH USA, INC	PRINCIPAL	159.63
RICOH USA, INC	INTEREST	47.99
	Total For Dept 850.00 OTHER FUNCTIONS	15,246.35

Total For Fund 101 GENERAL FUND 92,399.55

Fund 206 FIRE FUND		
Dept 000.00		
BANK OF AMERICA	CONFERENCE REGISTRATION/LODGING	191.84
	Total For Dept 000.00	191.84

Dept 336.00 FIRE DEPARTMENT		
BANK OF AMERICA	BUSINESS CARDS/KENNEDY	56.00
BANK OF AMERICA	GAS/2013 EXPLORER	30.57
LANSING ICE & FUEL CO	GASOLINE 8/15-31/2016	801.55
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	252.73
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	106.10
LIFEGAS LLC	CYLINDER RENTAL	401.35
MICHIGAN STATE UNIVERSITY	MEDICAL SUPPLIES	757.64
BANK OF AMERICA	ISOFSI DUES/BALL	125.00
CALLBACK STAFFING SOLUTION	CALLBACK STAFFING SEPTEMBER	71.84
BIO-CARE, INC.	33 MASK FIT TEST	825.00
ENCOMPASS/EAP	4TH QTR EAP	294.50
ACD.NET, INC.	ACD FIBER MONTHLY	182.00
METRONET LONG DISTANCE	LONG DISTANCE AUGUST	5.01
CONSUMERS ENERGY	ELECTRIC 6139 BISHOP	44.36
CONSUMERS ENERGY	GAS 6139 BISHOP	30.72
ADP SCREENING & SELECTION	SUBSCRIPTION/BACKGROUND CHECKS	221.31
BANK OF AMERICA	METRO CHIEF LUNCH/DRURY & BALL	13.00
BANK OF AMERICA	REFRESHMENTS/SWEARING IN CER	14.98
BANK OF AMERICA	METRO CHIEF LUNCH/DRURY & BALL	20.82
BANK OF AMERICA	METRO LUNCH/BALL & DRURY	15.01
BANK OF AMERICA	LUNCH/BALL/DRURY/PORCELLO	33.54
BANK OF AMERICA	LUNCH/STATE FIRE MARSHALL/BALL/	30.56
LOWE'S CREDIT SERVICES	3 SPRAY BOTTLES/3 STEEL WOOL/	24.51
BANK OF AMERICA	MSIS CONFERENCE/DRURY	380.00
BANK OF AMERICA	CREDIT	(25.00)
	Total For Dept 336.00 FIRE DEPARTMENT	4,713.10

Total For Fund 206 FIRE FUND 4,904.94

Fund 207 POLICE FUND

Dept 301.00 POLICE		
THRUN LAW FIRM, P.C.	LEGAL FEES AUGUST	2,200.00
	Total For Dept 301.00 POLICE	2,200.00

Total For Fund 207 POLICE FUND 2,200.00

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 339.00 EQUIPMENT & APPARATUS		
BANK OF AMERICA	UPS SHIPPING	42.58
BANK OF AMERICA	UPS SHIPPING	25.33
BANK OF AMERICA	UPS SHIPPING	7.04
BANK OF AMERICA	UPS SHIPPING	24.58
BANK OF AMERICA	BATTERIES & SHIPPING	129.13
BANK OF AMERICA	BATTERIES/SCUBA	133.20
COMMUNICATIONS SERVICES	RADIO REPAIR	234.50
FRANKIE D'S AUTO & TRUCK	2 BATTERIES & SERVICE CABLES/#409	282.00
FRANKIE D'S AUTO & TRUCK	LOF/BALANCE TIRES/#529	97.00
VICTORY LANE QUICK OIL	LOF/#211	52.97
	Total For Dept 339.00 EQUIPMENT & APPARATUS	1,028.33

Total For Fund 211 FIRE EQUIP. & APPARATUS FUND 1,028.33

Fund 225 WATER IMPROVEMENT FUND

Dept 000.00

ALLEN EDWIN HOMES	WATER IMPROVEMENT	500.00
	Total For Dept 000.00	500.00
Total For Fund 225 WATER IMPROVEMENT FUND		500.00

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 000.00

CRISP COUNTRY ACRES	VENDOR PAYMENT AUGUST	321.00
LYNN CUMMINS	VENDOR PAYMENT AUGUST	24.00
DIVINE DESIGNS BY C & C	VENDOR PAYMENT AUGUST	45.00
LONESOME PINES BEEF	VENDOR PAYMENT AUGUST	123.00
RED'S SMOKEHOUSE BBQ	VENDOR PAYMENT AUGUST	70.00
THE 517 COFFEE COMPANY	VENDOR PAYMENT AUGUST	24.00
WILLOW BLOSSOM FARMS, LLC	VENDOR PAYMENT AUGUST	63.00
NEVA AUSTIN	VENDOR PAYMENT AUGUST	68.00
BEAGLE'S CAFE & BAKERY	VENDOR PAYMENT AUGUST	29.00
OFILIA DIAZ	VENDOR PAYMENT AUGUST	105.00
DENNIS C. GREENMAN	VENDOR PAYMENT AUGUST	340.00
FRED LONG	VENDOR PAYMENT AUGUST	23.00
TRAVIS NIGHTENGALE	VENDOR PAYMENT AUGUST	88.00
TERESA NORTON	VENDOR PAYMENT AUGUST	18.00
OTTO'S POULTRY, INC	VENDOR PAYMENT AUGUST	1,131.23
SHAYNA QUILLIN	VENDOR PAYMENT AUGUST	91.00
RUSSELL ROWE	VENDOR PAYMENT AUGUST	276.00
MAI KOU VANG	VENDOR PAYMENT AUGUST	19.00
	Total For Dept 000.00	2,858.23

Dept 728.00 DDA ADMINISTRATION

DBI BUSINESS INTERIORS	CREDIT	(4.76)
DBI BUSINESS INTERIORS	3 CLIPBOARDS	4.22
FAHEY SCHULTZ BURZYCH	501(C)(3) AUGUST LEGAL FEES	370.00
THRUN LAW FIRM, P.C.	LEGAL FEES JULY/AUGUST	923.20
ENCOMPASS/EAP	4TH QTR EAP	15.50
ACD.NET, INC.	ACD FIBER MONTHLY	42.00
C. HOWARD HAAS	CELL PHONE REIMBURSEMENT/HAAS	75.00
METRONET LONG DISTANCE	LONG DISTANCE AUGUST	5.75
	Total For Dept 728.00 DDA ADMINISTRATION	1,430.91

Dept 729.00 DDA MARKETING & PROMOTION

BANK OF AMERICA	LUNCH/EXECUTIVE COMMITTEE	41.70
NIGHT MAGIC DISPLAYS	FIREWORKS 8/20/2016	8,000.00
ADP SCREENING & SELECTION	SUBSCRIPTION/BACKGROUND CHECKS	89.22
CHARLES GRINNELL	TOILET TANK LEVER	6.27
ACD.NET, INC.	WIFI 9/1-10/1/2016	69.95
ACE HARDWARE	LEVER FLUSH	7.99
ACE HARDWARE	CHROME LEVER SIDE FLUSH	2.00
CRISP COUNTRY ACRES	DOUBLE UP BUCKS AUGUST	250.00
DENNIS C. GREENMAN	DOUBLE UP BUCKS AUGUST	130.00
TRAVIS NIGHTENGALE	DOUBLE UP BUCKS AUGUST	42.00
RUSSELL ROWE	DOUBLE UP BUCKS AUGUST	82.00
BANK OF AMERICA	DOMAIN NAME RENEWAL 5 YRS.	184.95
	Total For Dept 729.00 DDA MARKETING & PROMOTION	8,906.08

Dept 850.00 OTHER FUNCTIONS

QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SHERIFF & DDA	420.00
	Total For Dept 850.00 OTHER FUNCTIONS	420.00

Dept 903.05 2016 DDA DEVELOPMENT		
IMAGEMASTER, LLC	BOND PRINTING & MAILING	2,750.00
THRUN LAW FIRM, P.C.	BOND PREPARATION & PROCEDURES	7,625.00
Total For Dept 903.05 2016 DDA DEVELOPMENT		10,375.00

Dept 905.00 DEBT SERVICE		
SOUTH CEDAR DISTRIBUTORS	PRINC PYMT-2052 CEDAR LAND CONTR	6,250.00
SOUTH CEDAR DISTRIBUTORS	INTER PYMT-2052 CEDAR LAND CONTR	187.50
Total For Dept 905.00 DEBT SERVICE		6,437.50

Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY		30,427.72
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Fund 395 2016 DDA DEVELOPMT BONDS DEBT SERVICE		
Dept 905.00 DEBT SERVICE		
US BANK	DDA 2016 TAXABLE AGENT FEES	500.00
Total For Dept 905.00 DEBT SERVICE		500.00

Total For Fund 395 2016 DDA DEVELOPMT BONDS DEBT SERVICE		500.00
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Fund 590 SEWAGE DISPOSAL SYSTEM		
Dept 000.00		
LOVE, ALLAN	Basic Service Charge	31.05
HUBBELL, ROTH & CLARK, INC	SS REVIEW PRESTWICK VILLAGE APTS	102.63
HUBBELL, ROTH & CLARK, INC	WILLOUGHBY ESTATES SANITARY SEW	1,145.55
HUBBELL, ROTH & CLARK, INC	PRESTWICK VILLAGE APARTMENTS	1,362.00
ALLEN EDWIN HOMES	CAPACITY CHARGE	2,750.00
ALLEN EDWIN HOMES	INSPECTION FEE	100.00
Total For Dept 000.00		5,491.23

Dept 548.00 ADMINISTRATION & OVERHEAD		
THRUN LAW FIRM, P.C.	LEGAL FEES AUGUST	4,492.00
ENCOMPASS/EAP	4TH QTR EAP	162.75
PROGRESSIVE IMPRESSIONS	SEWER BILLS AUGUST	532.56
PRESTWICK VILLAGE LDHA LLC	PRESTWICK VILLAGE APTS - DEED	1.00
Total For Dept 548.00 ADMINISTRATION & OVERHEAD		5,188.31

Dept 558.00 DEPT OF PUBLIC SERVICE		
DBI BUSINESS INTERIORS	FINE PAINT MARKER (YELLOW & WHITE)	9.68
DBI BUSINESS INTERIORS	MED. PAINT MARKER (YELLOW)	5.44
DBI BUSINESS INTERIORS	MED PAINT MARKER (WHITE)	5.39
DBI BUSINESS INTERIORS	CLIPBOARDS	4.10
DBI BUSINESS INTERIORS	YELLOW COPY PAPER	11.06
DBI BUSINESS INTERIORS	2017 WALL CALENDAR	22.30
LANSING ICE & FUEL CO	GASOLINE 8/15-31/2016	787.36
MODEL COVERALL SERVICE	STAFF UNIFORMS/POTW	107.09
MODEL COVERALL SERVICE	STAFF UNIFORMS/MAINTENANCE	52.06
DELHI CHARTER TOWNSHIP-I.T.	58 INCH TELEVISION/DIORKA	847.99
DELHI CHARTER TOWNSHIP-I.T.	COREL PAINTSHOP PRO/DIORKA	43.80
DELHI CHARTER TOWNSHIP-I.T.	ADOBE PHOTOSHOP/DIORKA	64.95
BANK OF AMERICA	5 BAGS ICE/SHIPPING	22.45
BANK OF AMERICA	FREE CHLORINE TEST STRIPS	19.98
ACE HARDWARE	5 WATCH BATTERIES/LAB	24.95
ALEXANDER CHEMICAL CORP	HYPOCHLORITE	3,811.64
BANK OF AMERICA	GRANULAR CHLORINE/LAGOON 3	165.97
HUBBELL, ROTH & CLARK, INC	GENERAL PROFESSIONAL SERVICES	1,383.75
HUBBELL, ROTH & CLARK, INC	2046 DEPOT ST SANITARY SEWER REV	124.50
HUBBELL, ROTH & CLARK, INC	SANITARY SEWER REVIEW	311.25

HUBBELL, ROTH & CLARK, INC	CONSTRUCTION OBSERVATION	62.25
HUBBELL, ROTH & CLARK, INC	SPARROW HEALTH SYSTEM SANITARTY	124.50
HUBBELL, ROTH & CLARK, INC	SAW GRANT ADMINISTRATION	7,504.29
HUBBELL, ROTH & CLARK, INC	STIMSON DRAIN UTILITY REVIEW CONST	4,170.00
HUBBELL, ROTH & CLARK, INC	SEWER LEAD INSPECTIONS	3,128.91
UNITED PARCEL SERVICE	SHIPPING CHARGES	48.47
METRONET LONG DISTANCE	LONG DISTANCE AUGUST	9.15
SPOK, INC	PAGER SERVICE	40.40
ACD.NET, INC.	ACD FIBER MONTHLY	560.00
COMCAST	HIGH SPEED INTERNET/POTW	144.85
COMCAST	HIGH SPEED INTERNET & LATE FEE/	308.70
BOARD OF WATER & LIGHT	WATER 4280 DELL	20.15
BOARD OF WATER & LIGHT	ELECTRIC 2481 DELHI COMMERCE	95.52
CONSUMERS ENERGY	ELECTRIC-4000 N MICHIGAN#B	110.56
CONSUMERS ENERGY	ELECTRIC-5961 MC CUE #2723	38.18
CONSUMERS ENERGY	ELECTRIC 1390 WAVERLY	353.94
CONSUMERS ENERGY	ELECTRIC-1988 WAVERLY	500.58
CONSUMERS ENERGY	GAS-1988 WAVERLY	24.30
BANK OF AMERICA	4 PICKUP & REACH TOOLS/2 GRABBER	33.86
BANK OF AMERICA	4 PICKUP & REACH TOOLS/2 GRABBER	31.94
BANK OF AMERICA	CREDIT	(33.86)
BANK OF AMERICA	30 FLOOR MATS/LAB BLDG & MAINT	72.00
BANK OF AMERICA	1 BROOM DRAG/POTW POND AREA	10.00
ACE HARDWARE	CORONA BY-PASS PRUNER/B & G	23.99
ACE HARDWARE	15 MISC. MDSE./TV CABLE MOUNTS	3.47
THE PARTS PLACE	2 OIL DRY/POTW	20.98
KENDALL ELECTRIC INC	(1) AB SLC500 POWER SUPPLY CAT	782.22
ACE HARDWARE	PAINT & PAINT SUPPLIES/L.S.	42.97
ACE HARDWARE	1 PAINT/L.S.	29.99
BARNHART & SON, INC.	FORCEMAIN INVESTIGATION LIFT STAT	11,338.53
BANK OF AMERICA	1 PRESSURE SWITCH & FREIGHT/VACT	86.89
BANK OF AMERICA	2 PRESSURE RELIEF VALVES & SHIP	291.00
JACK DOHENY SUPPLIES, INC	LIGHTING HOUSING/2 O-RINGS/CAMERA	239.74
RS TECHNICAL SERVICES, INC.	ROTORK ACTUATOR M/N IQT500	5,386.00
RS TECHNICAL SERVICES, INC.	ESTIMATED SHIPPING	151.98
ACE HARDWARE	4 MISC. MDSE./WHEEL BOLT FOR SCAG	2.10
TASMANIAN TIRE CO.	FLAT TIRE/SCAG	10.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	260.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW	260.00
JACK DOHENY SUPPLIES, INC	REPAIR RODDER PUMP/VACTOR	564.61
JACK DOHENY SUPPLIES, INC	LABOR, PARTS, SHOP MATERIALS/VACT	1,750.34
RS TECHNICAL SERVICES, INC.	PARTS/SERVICE (INSTRUMENTS)	760.00
FRANKIE D'S AUTO & TRUCK	LOF/#22	31.00
FRANKIE D'S AUTO & TRUCK	LOF/#11A	42.00
FRANKIE D'S AUTO & TRUCK	LOF/#14	43.00
CCI SOUTH, LLC	PHONE REPAIR/DPS	145.50
BANK OF AMERICA	1 DAWN DISH SOAP/MAKERS FAIR	2.89
BANK OF AMERICA	5 WOMENS NYLONS/MAKERS FAIR	29.95
BANK OF AMERICA	5 BAR SOAP/FREEZER BAGS/MAKERS	23.94
BANK OF AMERICA	LUNCH/HASTINGS WWTP/DIORKA/LENON/F	41.39
BANK OF AMERICA	WEF MEMBERSHIP/DIORKA	141.00
BANK OF AMERICA	WEF MEMBERSHIP/BRYANT	141.00
BANK OF AMERICA	IPP SEMINAR REGISTRATION/DIORKA	260.00
BANK OF AMERICA	WEFTEC CONF AIRFARE/DIORKA	246.20
BANK OF AMERICA	STRUVITE PRECIPITATION POTENTIAL	84.00
BANK OF AMERICA	LUBRICATION SEMINAR/HATHAWAY	130.00
BANK OF AMERICA	LUBRICATION SEMINAR/ADAMS	130.00

Total For Dept 558.00 DEPT OF PUBLIC SERVICE 48,681.08

Dept 578.01 CAPITAL IMPROVEMENTS

HUBBELL, ROTH & CLARK, INC	CONTRACT ADMINISTRATION	1,029.00
HUBBELL, ROTH & CLARK, INC	CONSTRUCTION OBSERVATION	2,091.95
SME	REPORT REVIEW/TRANSMITTAL	172.50
Total For Dept 578.01 CAPITAL IMPROVEMENTS		3,293.45

Total For Fund 590 SEWAGE DISPOSAL SYSTEM 62,654.07

Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND

Dept 735.00 LOCAL SITE REMEDIATION

DLZ	1600/1694 CEDAR PARK DESIGN	540.00
Total For Dept 735.00 LOCAL SITE REMEDIATION		540.00

Total For Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND 540.00

Fund 701 TRUST & AGENCY FUND

Dept 000.00

AMERICAN CANCER SOCIETY	RELAY FOR LIFE DONATIONS	532.00
GIVE A KID PROJECTS	EMPLOYEE CONTRIBUTIONS	361.00
COMMONWEALTH FINANCIAL NETV MI TAX TRIBUNAL DEC REFUND		282.68
Total For Dept 000.00		1,175.68

Total For Fund 701 TRUST & AGENCY FUND 1,175.68

Fund 703 CURRENT TAX ACCOUNT

Dept 000.00

CORELOGIC	REFUNDS DUE TAXPAYERS	1,045.17
CORELOGIC	REFUNDS DUE TAXPAYERS	868.93
CORELOGIC	REFUNDS DUE TAXPAYERS	810.64
CORELOGIC	REFUNDS DUE TAXPAYERS	1,111.09
CORELOGIC	REFUNDS DUE TAXPAYERS	968.03
CORELOGIC	REFUNDS DUE TAXPAYERS	1,029.02
CORELOGIC	REFUNDS DUE TAXPAYERS	974.67
CORELOGIC	REFUNDS DUE TAXPAYERS	978.64
CORELOGIC	REFUNDS DUE TAXPAYERS	862.42
CORELOGIC	REFUNDS DUE TAXPAYERS	735.94
CORELOGIC	REFUNDS DUE TAXPAYERS	837.85
CORELOGIC	REFUNDS DUE TAXPAYERS	684.45
CORELOGIC	REFUNDS DUE TAXPAYERS	423.45
CORELOGIC	REFUNDS DUE TAXPAYERS	389.83
CORELOGIC	REFUNDS DUE TAXPAYERS	456.54
CORELOGIC	REFUNDS DUE TAXPAYERS	388.90
CORELOGIC	REFUNDS DUE TAXPAYERS	1,118.86
CORELOGIC	REFUNDS DUE TAXPAYERS	922.08
CORELOGIC	REFUNDS DUE TAXPAYERS	920.73
CORELOGIC	REFUNDS DUE TAXPAYERS	1,321.02
CORELOGIC	REFUNDS DUE TAXPAYERS	1,150.96
CORELOGIC	REFUNDS DUE TAXPAYERS	1,154.80
CORELOGIC	REFUNDS DUE TAXPAYERS	1,284.65
CORELOGIC	REFUNDS DUE TAXPAYERS	171.35
CORELOGIC	REFUNDS DUE TAXPAYERS	321.45
CORELOGIC	REFUNDS DUE TAXPAYERS	356.01
CORELOGIC	REFUNDS DUE TAXPAYERS	950.53
CORELOGIC	REFUNDS DUE TAXPAYERS	868.05
CORELOGIC	REFUNDS DUE TAXPAYERS	839.95
CORELOGIC	REFUNDS DUE TAXPAYERS	1,140.42
CORELOGIC	REFUNDS DUE TAXPAYERS	520.58
CORELOGIC	REFUNDS DUE TAXPAYERS	608.64
CORELOGIC	REFUNDS DUE TAXPAYERS	809.37

CORELOGIC	REFUNDS DUE TAXPAYERS	828.79
CORELOGIC	REFUNDS DUE TAXPAYERS	938.39
CORELOGIC	REFUNDS DUE TAXPAYERS	809.37
CORELOGIC	REFUNDS DUE TAXPAYERS	577.38
CORELOGIC	REFUNDS DUE TAXPAYERS	537.04
CORELOGIC	REFUNDS DUE TAXPAYERS	578.99
CORELOGIC	REFUNDS DUE TAXPAYERS	879.30
CORELOGIC	REFUNDS DUE TAXPAYERS	483.01
CORELOGIC	REFUNDS DUE TAXPAYERS	595.00
CORELOGIC	REFUNDS DUE TAXPAYERS	570.19
CORELOGIC	REFUNDS DUE TAXPAYERS	884.56
CORELOGIC	REFUNDS DUE TAXPAYERS	687.09
CORELOGIC	REFUNDS DUE TAXPAYERS	1,114.00
CORELOGIC	REFUNDS DUE TAXPAYERS	1,015.27
CORELOGIC	REFUNDS DUE TAXPAYERS	972.52
CORELOGIC	REFUNDS DUE TAXPAYERS	1,156.07
CORELOGIC	REFUNDS DUE TAXPAYERS	782.60
DELHI INC	REFUNDS DUE TAXPAYERS	2.29
USAA FEDERAL SAVINGS BANK	REFUNDS DUE TAXPAYERS	2,081.08
	Total For Dept 000.00	<u>42,517.96</u>
	Total For Fund 703 CURRENT TAX ACCOUNT	<u><u>42,517.96</u></u>
	Total For All Funds:	<u><u>238,848.25</u></u>

**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated September 8, 2016**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 109315 through 109334 & direct deposits numbers: DD23184 through DD23275. 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: September 8, 2016

Director of Accounting

II. Payroll Report

The September 8, 2016 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$84,482.79	\$24,919.63	\$59,563.16
Fire Dept. Fund	52,609.37	17,961.15	\$34,648.22
DDA	4,265.90	979.88	\$3,286.02
Sewer Fund/Receiving	40,437.74	12,797.00	\$27,640.74
Total Payroll	\$181,795.80	\$56,657.66	\$125,138.14
	Township FICA	Township RHS & Pension Plan	Total Deductions & TWP Liabilities
General Fund	\$6,164.56	\$7,614.65	\$38,698.84
Fire Dept. Fund	3,916.39	4,475.59	26,353.13
DDA	151.15	84.76	1,215.79
Sewer Fund/Receiving	2,986.63	4,182.78	19,966.41
Total Payroll	\$13,218.73	\$16,357.78	\$86,234.17

Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on September 8, 2016 and identified as follows:

9/08 Net Pay Disbursement in Common Savings (\$125,138.14)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on September 20, 2016, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated September 8, 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: John B. Elsinga, Township Manager

DATE: September 12, 2016

RE: Amendment No. 1 to Resolution No. 2016-023 – Certification of December 1, 2016 Tax Levy

Enclosed for your review and approval is Amendment No. 1 to Resolution No. 2016-023, which amends the December 1, 2016 Tax Levy.

At the September 6, 2016 Township Board meeting, the Board adopted Resolution No. 2016-023 which certified the December 1, 2016 tax levy and submitted the 2016 Tax Rate Request (Form L4029) to the County for the proposed 2016 millage rates for Delhi Township.

Because of the recent Headlee override the Township and County prepared their tax rates differently. According to the State each must be calculated the same and the Township must concede to the County method (ie. carried out to the same decimal place, rounded the same, etc.). Therefore, I recommend the Township Board adopt Amendment No. 1 to Resolution No. 2016-023 amending the certification of the December 1, 2016 tax levy.

RECOMMENDED MOTION:

To adopt Amendment No. 1 to Resolution No. 2016-023, which amends the December 1, 2016 Tax Levy on taxable property within Delhi Charter Township.

DELHI CHARTER TOWNSHIP
AMENDMENT NO. 1
RESOLUTION NO. 2016-023

A RESOLUTION CERTIFYING THE DECEMBER 1, 2016 TAX LEVY

At a regular meeting of the Delhi Charter Township Board of the Charter Township of Delhi, Ingham County, Michigan, held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan 48842 on Tuesday, the 20th day of September 2016, at 7:30 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by _____ :

WHEREAS, the Township wishes to levy its 2016 general operating millage, extra voted millage, and debt millage; and

WHEREAS, the Township Assessor has prepared and presented the Amended 2016 Tax Rate Request (Form L4029); and

WHEREAS, the Township will comply with Section 16 of the Uniform Budgeting and Accounting Act (MCL 141.436) and the property tax millage rates to be levied December 1, 2016 will be a subject of the budget hearings; and

WHEREAS, the proposed tax rates have been reduced, if necessary, to comply with the State Constitution and the Michigan Compiled Laws millage rollback procedures;

NOW THEREFORE, BE IT RESOLVED THAT:

1. That the following mills be levied on December 1, 2016 on the taxable property within the Charter Township of Delhi:

<u>Purpose, Authorization</u>	<u>Mills</u>	<u>Advalorem Taxable Value as of 5-26-16</u>	<u>IFT Taxable Value as of 5-26-16</u>	<u>Total Projected Revenues</u>
Delhi Township General Operating Charter	4.2981	\$718,888,120	\$7,338,794	\$3,105,624
Fire/EMS Extra Voted Millage	1.4961	\$718,888,120	\$7,338,794	\$1,081,018
Police Protection Extra Voted Millage	1.4961	\$718,888,120	\$7,338,794	\$1,081,018

2. That the Clerk and Supervisor are hereby authorized to sign the attached Michigan Department of Treasury (Form L-4029) 2016 Tax Rate Request.

AYES:
NAYES:

The foregoing Resolution declared adopted on the date written above.

Evan Hope, Township Clerk

**STATE OF MICHIGAN)
COUNTY OF INGHAM)§**

I, the undersigned, the duly qualified Clerk for 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 6th day of September 2016.

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

Evan Hope, Township Clerk

2016 Tax Rate Request (This form must be completed and submitted on or before September 30, 2016)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Ingham	2016 Taxable Value of ALL Properties in the Unit as of 5-23-16 \$718,888,120 (Ad Valorem Roll) \$7,338,974 (IFT Roll)
Local Government Unit Requesting Millage Levy Delhi Charter Township	For LOCAL School Districts: 2016 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2016 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5)** 2015 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2016 Current Year "Headlee" Millage Reduction Fraction	(7) 2016 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Charter	OPS	N/A	5.0000	4.3094	.9974	4.2981	1.0000	4.2981	N/A	4.2981	N/A
VOTED	FIRE/EMS	11-4-14	1.5000	N/A	.9974	1.4961	1.0000	1.4961	N/A	1.4961	12-31-17
VOTED	POLICE	11-4-14	1.5000	N/A	.9974	1.4961	1.0000	1.4961	N/A	1.4961	12-31-17

Prepared by 	Telephone Number 517-694-1502	Title of Preparer Township Assessor	Date 9/8/16
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2016 for instructions on completing this section.

<input type="checkbox"/> Clerk	Signature	Print Name	Date 9/8/16
<input type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President			

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members
FROM: John B. Elsinga, Township Manager
DATE: September 14, 2016
RE: Agreement for Local Road Improvement between Delhi Charter Township and the County of Ingham – English Meadows Subdivision

Enclosed for your review and approval is an Agreement for Local Road Improvements between Delhi Charter Township and the County of Ingham for improvements to various roads located within English Meadows Subdivision at an estimated cost of \$260,000.

Last summer the Township Board received a valid petition from over 50% of the residents of English Meadows Subdivision requesting road improvements in their neighborhood and beginning the process of a special assessment road improvement project. On May 17, 2016 the Township adopted a resolution creating a special assessment district defraying the costs associated with said road improvement project.

To that end, the Ingham County Department of Roads has prepared an Agreement for Local Road Improvement for various roads within English Meadows Subdivision at an estimated cost of \$260,000. Therefore, I recommend the Board approve the same.

RECOMMENDED MOTION:

To approve the Agreement for Local Road Improvement between Delhi Charter Township and the County of Ingham for improvements to various roads within English Meadows Subdivision at an estimated cost of \$260,000.



MEMORANDUM

TO: John Elsinga, Township Manager

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

DATE: Wednesday, September 14, 2016

RE: English Meadows – Local Road Agreement

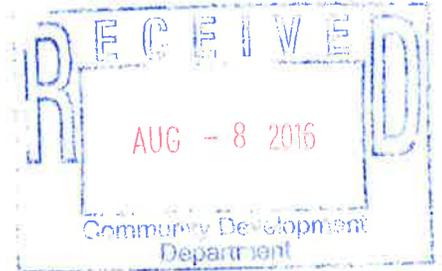
In May of this year the Township Board took action to approve the Special Assessment District roll for the English Meadows road improvements. Physical construction associated with this road improvement project was commenced by the Ingham County Road Department earlier this summer. Feedback received by the residents leads me to conclude that the project has gone well.

As with all projects like this one, the Township must enter into a local road program agreement with the Ingham County Road Department for the work. The agreement for this project is attached. It is in the standard format and should be approved at this time by the Township Board.

If you have any questions, or need additional information, please do not hesitate to ask. Otherwise, please forward the agreement to the Township Board for action at the September 20th meeting. Thank you!

**INGHAM COUNTY ROAD DEPARTMENT
AUSTIN E. CAVANAUGH ADMINISTRATION BUILDING
301 Bush Street, P.O. Box 38, Mason, MI 48854-0038**

**William M. Conklin, P.E.
Managing Director**



August 4, 2016

Ms. Tracy Miller,
Community Development Director
Delhi Charter Township
2074 Aurelius Road
Holt, Michigan 48842-6320

RE: 2016 Local Road Agreement

Dear Tracy,

Enclosed are two County signed copies of the 2016 local road program agreement for your review and Township signature.

If agreeable, please sign both copies, keep one copy for the Township's records, and return one copy to us.

Please feel free to call with any questions on the agreement or the local road program. We appreciate Delhi Township working with us to maintain your local roads.

Sincerely,
INGHAM COUNTY ROAD DEPARTMENT


William Conklin, P.E.
Managing Director

Enclosure

2016 AGREEMENT FOR LOCAL ROAD IMPROVEMENT

DELHI CHARTER TOWNSHIP

STREETS OF ENGLISH MEADOWS SUBDIVISION

THIS AGREEMENT made and entered into between the Charter Township of Delhi, County of Ingham, Michigan (Township), and the County of Ingham (County) on behalf of the Ingham County Road Department (Road Department).

WITNESSETH

WHEREAS, the Township desires that improvements be performed on the streets of English Meadows Subdivision to include existing pavement crushing and shaping, asphalt repaving with curb and gutter repair and manhole adjustment where necessary and other related work at a total estimated cost of \$260,000.00; and

WHEREAS, the County is willing to have the Road Department cause said improvements to be undertaken per a contract per bids recently let; and

WHEREAS, the Township is willing to pay the entire cost of said improvements to be undertaken per a Township administered Special Assessment District (SAD) that has been established.

NOW THEREFORE IT IS AGREED AS FOLLOWS:

1. The Road Department shall cause the improvements identified above and incorporated herein by reference to be performed by the contractor selected for the improvements during the construction season of the 2016 calendar year.
2. The Road Department shall invoice the Township for the entire cost of the improvements. All payments shall be made by the Township within thirty (30) days after invoice. Invoices which remain unpaid after thirty (30) days shall accrue interest at the rate of one percent (1%) per month until paid in full.
3. The contact person from the Township for this project is C.J. Davis, Township Supervisor. The contact person from the Road Department is William Conklin, Managing Director.

IN WITNESS WHEREOF the parties hereto have set their hands and seals.

CHARTER TOWNSHIP OF DELHI:

C.J. Davis, Supervisor

Evan Hope, Clerk

Date: _____

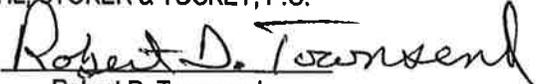
COUNTY OF INGHAM FOR
INGHAM COUNTY ROAD DEPARTMENT:



Kara Hope, Chairperson
County Board of Commissioners

Date: 7-26-16

APPROVED AS TO FORM
FOR COUNTY OF INGHAM
COHL, STOKER & TOSKEY, P.C.

By: 

Robert D. Townsend



MEMORANDUM

TO: John Elsinga, Township Manager

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

DATE: Thursday, September 15, 2016

RE: Policy No. 132 – Local Road Improvement Process

Attached please find Township Board Policy No. 132. This policy has been discussed by the Board at two prior committee meetings. I believe that it is now ready for formal consideration and possible adoption.

As you know, this policy will provide a process by which property owners can facilitate the improvement of roads within their neighborhoods. While it is recognized that no one wants to privately pay for their roads to be improved, the reality is that there is no funding source available to the Ingham County Road Department (ICRD) for use on local neighborhood roads. This situation leaves many residents in a difficult and undesirable situation with regards to their roads.

This policy will develop an operational process by which property owners can request the establishment of a Special Assessment District (SAD) and road improvements can be implemented within the Township. While the Township does not have jurisdiction over any roadway we can help to facilitate improvements, should a neighborhood desire it. The improvements would be paid for by the property owners using revenues generated from the creation of a SAD. The Township will work with its' engineers and the ICRD to implement any road improvement. Once a project is completed, it would be turned over to the ICRD.

Please forward the attached policy, along with your concurrence, to the Township Board for their consideration and possible adoption. Assuming the Board adopts the policy, staff will work on developing a packet of information that can be handed out to residents upon request. This should help us to be more responsive to the frequent questions we receive about local road improvements.

Recommended Motion:

To adopt Delhi Township Policy No. 132 – Local Road Improvement Process effective September 21, 2016.

DELHI TOWNSHIP POLICY MANUAL

I. SUBJECT

LOCAL ROAD IMPROVEMENT PROCESS

II. DEFINITIONS & ACRONYMS

Benefitting Property Owner(s):	The legal owners of the property as shown on the current property tax record card. If there is more than one owner name listed, all listed property owners must sign any LOI or petition.
Local Collector Road:	A road that is a Local Road, but is also used by others in the Township to gain access to community resources, public facilities or similar, but is not eligible for Federal or State funding. Pine Tree Road is an example of this type of road.
Local Road:	A road that is primarily used to gain access to property or properties that have frontage on it.
Neighborhood:	Includes all phases within a platted subdivision, all phases within a condominium development or a generally recognized area that is considered to be a cohesive community.
Neighborhood Road:	The public roads within the Neighborhood, as defined above.
Project Engineer:	The engineer under contract to the Township for work pursuant to this policy.
Road Improvement Area:	The area in which road improvements will be undertaken. The same as the SAD area.
DCD	Director of Community Development
ICRD	Ingham County Road Department
LOI	Letter of Interest
SAD	Special Assessment District pursuant to Act 188 of 1954

III. PURPOSE

Across Michigan there is a recognized lack of public funding available for the repair, replacement or improvement of local roads. Specifically relevant to this policy are those public roads located in subdivisions, site condominium developments or similar neighborhoods which are under the legal jurisdiction of the ICRD. As a result of the lack of funding at the State and County level, the cost associated with improving these Neighborhood Roads falls to the individual property owners whom benefit from the same. There is no funding made available to the Township specifically for improvements to Neighborhood Roads. The limited amount of betterment funds available through Ingham County are used by the Township to improve local connector roads, which are used by the larger population within the community.

The lack of funding is certainly undesirable. However, the fact remains that Neighborhood Roads will continue to deteriorate. This policy is intended to give property owners an option for improving their own Neighborhood Roads. Specifically, this policy establishes the process by which Delhi Township will facilitate the creation of Special Assessment Districts (SAD) pursuant to Act 188 of 1954, as amended, to fund the improvement of Neighborhood Roads when requested by Benefitting Property Owners representing more than 50% of the front footage within the Road Improvement Area.

This policy formalizes the opportunity for property owners to improve their roads and spread the cost of doing so over a maximum of ten (10) years. The Township will typically need to issue bonds to pay the costs associated with the improvement. The Township will coordinate design engineering, bidding, construction engineering and the physical construction of improvements on behalf of the ICRD. In order for this work to be practical and feasible, this policy creates the process required to facilitate the Neighborhood Road Improvement process. This process has been discussed with the ICRD and developed with agreement of their staff. It is necessary to recognize that this cooperative effort could be revoked by the ICRD at anytime, which could result in the immediate termination of this program.

IV. SCOPE

This policy applies to the improvement of all public Neighborhood Roads under the jurisdiction of the ICRD, which are typically located in subdivisions, site condominium developments or other similar Neighborhoods.

V. POLICY

Timeline and Required Steps to be completed:

1. Letter of Interest (LOI)

By no later than February 1st of each year, a Neighborhood interested in pursuing the establishment of a Road Improvement Area shall submit to the DCD a LOI. If this date falls on a weekend or holiday, the due date will be the next business day.

The LOI shall contain the names and signatures of at least 10% of the total Benefitting Property Owners and shall be on the form provided herein as Exhibit 1.

Prior to the February 1st deadline, and obtaining signatures on the LOI, interested property owner(s) shall contact the DCD and obtain a map of the Neighborhood which will constitute the Road Improvement Area.

The following criteria shall be used by the DCD in determining the road improvement area:

- i. The entire subdivision, condominium or Neighborhood will be included in the road improvement area. This will include all phases of a development and/or the logical inclusion of an area as a generally recognized Neighborhood.
- ii. Individual roads, subdivision phases or similar shall not be addressed independently within a Neighborhood. All public roads within the Neighborhood will be addressed as a part of a Road Improvement Area.
 - a. This is not permitted because doing so causes difficulties in the future when subsequent road improvements are required.

After the February 1st LOI deadline, the DCD shall verify that the LOI is valid and contains the signatures of at least 10% of the Benefitting Property Owners. All Neighborhoods that have submitted a valid LOI will advance to the next step in this process.

2. Initial Cost Estimates

After receipt of a valid LOI, the Township will have an engineering services company, selected solely at the discretion of the Township; develop cost estimates for the road improvement project. The initial estimates will be based on current or expected pricing and estimated quantities. Initial estimates will include a contingency that is anticipated to be sufficient to cover any unexpected costs that may arise during construction. It is difficult to anticipate every conceivable condition that could be encountered during a road construction project. However, every attempt will be made to identify issues during this step.

The Project Engineer will present one (1) cost estimate based on the type of construction/improvement necessary to achieve the following goals:

- i. Bring the condition of all roads within the Neighborhood up to the same quality at the conclusion of construction.
- ii. Ensure that the useful life of the roads, after construction, will be at least fifteen (15) years.

3. Neighborhood Information Meeting

During the month of April, the DCD and the Project Engineer shall hold one information meeting for Benefiting Property Owners of the proposed Road Improvement Area, as follows:

- i. The meeting will be held on a date selected by the DCD.
- ii. The meeting will be from 6 PM to 7 PM
- iii. Notice of the meeting will be mailed at least fourteen (14) days in advance to each property owner within the proposed Road Improvement Area.
- iv. Only one (1) information meeting will be held for each Neighborhood.
- v. At the meeting, information regarding the project and the estimated costs will be disseminated to those in attendance. A handout will be generated by the DCD for this purpose.
- vi. After the information meeting, a copy of the handout will be mailed to each property owner within the proposed Road Improvement Area.
- vii. The DCD will be reasonably available to respond to questions from property owners.

4. Petition Circulation & Submission Requirements

- A. After the public information meeting, property owners within the proposed Road Improvement Area may circulate petitions. The Township Board's intent regarding this process is expressly stated, as follows:

The improvement of Neighborhood Roads using this Local Road Improvement Process policy shall be considered a grassroots effort undertaken by the property owners of the proposed Road Improvement Area. The Board is providing this policy for the convenience of those property owners and so that they have an opportunity to cause roads within their Neighborhood to be improved. The Board is offering this as a service to owners, at the owner's option, and is not imposing road improvements on any Neighborhood. However, if a valid petition for road improvements is received by the Board, the project will go forward.

- B. All petitions must be submitted to the DCD by no later than 5 PM on June 1st of each year. To be valid, a petition(s) must contain the signatures of more than 50% of the front road footage by Benefiting Property Owners within the proposed Road Improvement Area. Petition signatures and form will be validated by the Township. If June 1st falls on a weekend or holiday, the due date shall be the next business day.
- C. There is no opportunity provided by Public Act 188 of 1954 to remove ones name from a valid SAD petition once an individual has signed it. It is the property owner's responsibility to know and understand this prior to signing a petition described by this policy.

5. Need & Necessity

During the month of June, the Township Board will hold the required public hearing regarding “need and necessity” pursuant to Public Act 188 of 1954. If a valid petition has been received, as described in section 5(b) above, the Board shall find that the project is necessary and needed and the Road Improvement Area project will move forward.

6. Final Project Design & Bidding

Approximately July through September 1st, the DCD will work with the Project Engineer to finalize the road improvement design and plans.

Bidding documents will be made available to pre-qualified contractors in the beginning of September. Pre-qualified contractors will be those that were previously vetted by the Township, Project Engineer and the ICRD. The DCD will work with the Project Engineer and ICRD to develop this pool.

By no later than November 30th of each year, prospective contractors will submit bids to the Project Engineer. The bids will be evaluated by the Project Engineer and the most responsive bidder will be selected by the Township to perform the road improvement work.

7. Establishment of SAD Roll

In December of each year, the Township Board will adopt a resolution scheduling the required public hearing regarding the establishment of the SAD roll, pursuant to Public Act 188 of 1954. In most instances, the public hearing will be at the second December Board meeting, but may occur later if necessary.

The SAD roll shall pass all costs associated with design, engineering, construction and bonding onto the Benefitting Property Owners. The roll may be adjusted to reflect the actual costs after project completion.

8. Bonding Process

The Township will, in most instances, issue bonds to pay for the road improvement and all other associated costs. The DCD and other township staff will coordinate with all necessary parties, including the Township Board, to facilitate the issuance of bonds for this purpose.

After the adoption of the SAD Roll, likely at the second December Board meeting, the Township Board should also adopt the required notice regarding the intent to issue bonds.

After the appeal period for the SAD has ended, the bonds can be issued. This process should, in most instances, be finalized by the end of March.

9. Construction

In April, a “notice to proceed” will be issued to the selected contractor. Construction will occur sometime between the months of April and October. It is important to note that actual construction will not occur until the year following the year in which the LOI was submitted.

10. Project Completion & Closeout

As soon after construction as feasible the project will be closed out. This process will include payment by the Township of any costs associated with the Road Improvement Project in excess of the SAD, or the adjustment of the roll to reflect any reduction in cost in excess of 5%.

VI. Timeline & Steps Summary

Annual Local Road Improvement Process	
Estimated Time Frame:	Task:
<u>Year 1</u>	
Feb 1 st	Neighborhood submits a “letter of interest” that is signed by at least 10% of the benefitting properties. <ul style="list-style-type: none"> • Must include language that makes it clear that the property owners will pay 100% of the costs of the project • Township to provide the form and instructions
Feb 2 nd – April 1	Project Engineer creates cost estimates for projects <ul style="list-style-type: none"> • ICRD must approve the scope of work
April	Hold Neighborhood information meeting
June 1 st	Deadline for petition submission
June	Board holds public hearing, establishes need & necessity, requests estimates and plans be prepared and posts Notices
July – Sept 1	Project Engineer prepares finalized project design
Beginning of Sept	Bids go out to contractors
End of November	Bids are received
Beginning of December meeting	Board receives the estimates and passes 4 th resolution setting the public hearing on the roll (apportionment) and posts Notices
Last December Board Meeting	Board holds public hearing on the roll and adopts the roll Board adopts the “notice to issue bonds” <ul style="list-style-type: none"> • Bond amount must include construction cost, plus

	reimbursement for any costs incurred during design, construction engineering costs and township costs – including cost to issue bonds. <ul style="list-style-type: none"> • 35day appeal period for roll begins
<u>Year 2</u>	
February	Bond sale
April	Notice to Proceed issued - Construction starts Bond funds available by this time
Spring – Fall	Construction – Project Engineer will oversee project
Fall	Project close out and ICRD acceptance of road

VII. Revisions

The Township may, from time to time, revise this policy. The policy may also be repealed by the Township Board.

Exhibit A: Letter of Intent (LOI)

Letter of Intent Regarding the Establishment of a Neighborhood Road Improvement Area

We, the undersigned property owners, representing at least 10% of the benefiting properties within the _____ Neighborhood, request that the Township begin the process of preparing preliminary cost estimates for the improvement of all roads within the Neighborhood.

It is expressly understood that, should a Neighborhood Road Improvement Area be established and road improvements be undertaken, the property owners within the Neighborhood will bear 100% of the costs associated with the same. We understand that this will be accomplished via the creation of a Special Assessment District pursuant to Act 188 of 1954. It is understood that this Letter of Intent is only the first step and is used by the Township to ascertain the overall level of interest within the Neighborhood.

WARNING

A person who knowingly signs this petition more than once, signs a name other than his or his own, or sets opposite his or her signature on a petition, a date other than the actual date the signature was affixed, is violation the provisions of Michigan law.

Printed Name of <u>ALL</u> Property Owners:	Signature of All Property Owners:	Address:	E-mail:

CERTIFICATE OF CIRCULATOR

The undersigned circulator of the above Letter of Intent asserts that he or she is qualified to circulate same and that each signature on the petition was signed in his or her presence; and that, to his or her best knowledge and belief, each signature is the genuine signature of the person purporting to sign the petition, the person signing the petition was at the time of signing a record owner of real property in the area affected by the proposed improvements and was qualified to sign the petition.

Circulator – Do not sign or date certificate until after circulating the petition.

Printed Name and Signature of Circulator (Date)

Complete residence address

Zip Code Township

Warning – A circulator knowingly making a false statement in the above certificate, a person not a circulator who signs as a circulator or a person who signs a name other than his/her own as circulator is guilty of a misdemeanor.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: September 14, 2016

RE: Resolution No. 2016-024 – Application for Industrial Facilities Tax (IFT) Exemption – Leightronix, Inc.

Enclosed for your review and consideration is Resolution No. 2016-024 which would approve the Application for Industrial Facilities Tax (IFT) Exemption for Leightronix, Inc. located at 1125 N. Cedar Street. This application is for \$8,045 for the addition of new equipment.

A public hearing will be held on September 20, 2016 at 7:45 p.m. A Notice of Hearing was mailed certified to all legislative bodies of each taxing unit that levies ad valorem property taxes within Delhi Township and gives them the opportunity for comments on the application during the public hearing.

Therefore, subsequent to the public hearing, I recommend the Board approve the IFT application for Leightronix, Inc.

Recommended Motion:

To adopt Resolution No. 2016-024 which approves the Application for Industrial Facilities Tax (IFT) Abatement Certificate for Leightronix, Inc.



MEMORANDUM

TO: John Elsinga, Township Manager

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

DATE: Thursday, September 15, 2016

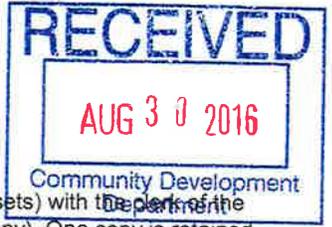
RE: Leightronix, Inc. – 1125 N. Cedar, Mason, MI
Industrial Facilities Exemption – Application

At the upcoming September 20th Board meeting a public hearing will be held in consideration of the application by Leightronix, Inc. for tax abatement under Public Act 198 of 1974. The company is a qualified high-technology manufacturer and will be installing equipment and other personal property to support the creation of a state-of-the-art high-tech research and development lab, HD video engineering center and enhanced manufacturing facility to support video server systems. More information about the company can be found on their website at: www.leightronix.com.

Leightronix expects to spend approximately \$8,045 on the new equipment. In addition, the company expects to create 10 new positions over the next 2 years. It appears that over the 12 year abatement period the value of the incentive could be approximately \$1,441.

A copy of the IFT application is attached for your review and consideration, along with a draft resolution approving the application. As always, if you have any questions, or need additional detail, please do not hesitate to ask me. Otherwise, I would respectfully request that you forward the attached to the Board for their consideration and approval at the next meeting.

Thank you.



Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>Amy D. Finch, Deputy Clerk</i>	Date Received by Local Unit <i>August 30, 2016</i>
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) LEIGHTRONIX, INC.		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 3663	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 1125 N. CEDAR STREET, MASON, MI 48854		1d. City/Township/Village (indicate which) DELHI TOWNSHIP	1e. County INGHAM
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment		3a. School District where facility is located MASON	3b. School Code 33130
		4. Amount of years requested for exemption (1-12 Years) 12 YEARS	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

Create a state-of-the-art world headquarters in mid-Michigan to include a high-tech research and development lab, HD video engineering center, technical support and customer training center coupled with an enhanced manufacturing facility in support of video server systems, live and video-on-demand streaming of H.264/H.265 compressed video/audio to client desktop, tablet, smartphone, and other viewer channel endpoints. (see attachment #1)

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	Real Property Costs \$8,045
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	Personal Property Costs \$8,045
6c. Total Project Costs * Round Costs to Nearest Dollar	Total of Real & Personal Costs \$8,045

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)		
Real Property Improvements	_____	_____	▶	<input type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements	3/10/16	3/10/16	▶	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

9. No. of existing jobs at this facility that will be retained as a result of this project. **29**

10. No. of new jobs at this facility expected to create within 2 years of completion. **10**

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	
b. TV of Personal Property (excluding inventory)	
c. Total TV	

12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

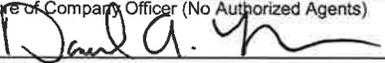
12b. Date district was established by local government unit (contact local unit)
December 2, 2014

12c. Is this application for a speculative building (Sec. 3(8))?
 Yes No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Stacie Zaleski	13b. Telephone Number 517-694-8000	13c. Fax Number 517-694-1600	13d. E-mail Address szaleski@leightronix.com
14a. Name of Contact Person Stacie Zaleski	14b. Telephone Number 517-694-8000	14c. Fax Number 517-694-1600	14d. E-mail Address szaleski@leightronix.com
▶ 15a. Name of Company Officer (No Authorized Agents) David A. Leighton			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number 517-694-1600	15d. Date 08-29-2016
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 1125 N. Cedar Street, Mason, MI 48854		15f. Telephone Number 517-694-8000	15g. E-mail Address dleighton@leightronix.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal



Form 1012 Attachment #1

Section 5. continued:

Physical attributes to include redundant fiber communications build-out, redundant power systems, all-digital security/access systems, redundant HVAC systems, video transcoders and state-of-the-art monitoring systems.





Form 1012 Attachment #2

Requirements:

1. Legal description of the real property on which the facility is located:
Property within boundaries commonly known as 1125 N. Cedar Street, Mason, MI, property identification # 33-25-05-25-376-009 for which the legal description is:
COM @ S 1/4 COR SEC 25, TH N88° 39' 12"W ON S SEC LN 283 FT,
TH N28° 53' 03"W 512.25 FT TO POB, TH CON'T N28° 53' 03"W 700. 31 FT,
TH N71° 43' 36" E 436.72 FT TO SW'LY R/W LN OF CEDAR ST, TH SE' LY ON
R/W 115. 06 FT ON CURVE LT W/RAD 3869. 83 FT & CHD 115. 06 FT BRG
S44° 09' 54" E, TH CON'T ON R/W S45° 01' 00" E 361. 16FT, TH S44° 59' 00"W
582.89 FT TO POB, SEC 253NR2W 6.63 AC. M/ L
2. Personal Property: Section 6b.

Description of item:	Date or expected date of installation:	Cost or expected cost:
Automatic Transfer Switch for Generator	3/10/16	\$8045.40
TOTAL:		\$8045.40

4. Lease agreement attached.



DELHI CHARTER TOWNSHIP

RESOLUTION NO. 2016- 024

A Resolution to Approve the Application of Leightronix, Inc.
for Industrial Facilities Exemption Certificate

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 20th day of September, 2016, at 7:30 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by_____.

WHEREAS, pursuant to 1974 PA 198, as amended, the Township Board created an Industrial Development District (the "Industrial Development District"), with boundaries as outlined in Exhibit A of Resolution No. 2014-036 which includes the property at 1125 N. Cedar Street, Mason, MI; and

WHEREAS, the Township Clerk received an Application (the "Application") for an Industrial Facilities Exemption Certificate from Leightronix, Inc. (the "Applicant") on August 3, 2016 with respect to personal property improvements described in the Application (the "Facility") to be acquired and installed within the Industrial Development District; and

WHEREAS, before acting on the Application, the Township Board held a hearing on September 20, 2016 at the Community Services Center, at 7:45 p.m., for which hearing the Applicant, the Township Assessor, the public and a representative of each of the affected taxing units were given written notice, and at which hearing were afforded an opportunity to be heard on the Application; and

WHEREAS, acquisition and installation of the Facility is anticipated to have the reasonable likelihood to retain, create or prevent the loss of employment in Delhi Charter Township; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes within Delhi Charter Township, after granting this exemption, will exceed 5% of an amount equal to the sum of the SEV of Delhi Charter Township, plus the SEV of personal and real property thus exempted.

NOW, THEREFORE, BE IT RESOLVED;

1. The Township Board finds and determines that:
 - a. The granting of the Application under Public Act 198 of 1974, as amended, together with the aggregate amount of Industrial Facilities Tax Exemption Certificates previously granted and

currently in force under Act No. 198 of the Public Acts of 1974 and Act No. 255 of the Public Acts of 1978, shall not have the effect of substantially impeding the operation of Delhi Charter Township, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in Delhi Charter Township.

2. The Application for Industrial Facilities Tax Exemption for Facilities to be acquired and installed on the parcel of real property described in the Application and situated within the Industrial Development District is hereby approved.
3. The Industrial Facilities Tax Exemption granted pursuant to PA 198 of 1974, as amended, shall be for a period of twelve (12) years, plus up to two (2) years construction/acquisition.
4. Subject to the condition that any written agreements, assurances, and representations otherwise made by the Applicant to Delhi Charter Township concerning the Facility and the taxation thereof are not thereby superseded, the Township Clerk is hereby authorized to execute agreements and such other certificates, instruments, and papers necessary or convenient to effectuate the Industrial Facilities Tax Exemption, including enabling the Applicant to correct inadvertent errors in the Application prior to its submission to the State of Michigan.

AYES:

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 20th day of September, 2016.

IN WITNESS THEREOF, I have hereunto affixed my official signature this ____ day of September, 2016.

Evan Hope, Township Clerk

LEIGHTRONIX - ESTIMATE OF POTENTIAL IFT BENEFIT

9/9/2016

Est. New Investment:

Real Property \$0
 Personal Property \$8,045

Millage Rate Assumptions:

<u>Real Property</u>		<u>Personal Property</u>
IFT Rate:	35.51755	IFT Rate: 20.859
Non-IFT Rate:	65.0351	Non-IFT Rate: 41.0351

<i>Abatement Year</i>	<i>Const. Yr1</i>	<i>Const. Yr2</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Est. Real Property Value (SEV)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Est. Personal Property Value (SEV)	\$7,241	\$6,806	\$6,398	\$6,014	\$5,653	\$5,314	\$4,995	\$4,695	\$4,414	\$4,149	\$3,900	\$3,666
Total SEV	\$7,241	\$6,806	\$6,398	\$6,014	\$5,653	\$5,314	\$4,995	\$4,695	\$4,414	\$4,149	\$3,900	\$3,666
Est. Tax with no IFT												
Real Property	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Personal Property	\$297	\$279	\$263	\$247	\$232	\$218	\$205	\$193	\$181	\$170	\$160	\$150
Est. Tax with IFT												
Real Property	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Personal Property	\$151	\$142	\$133	\$125	\$118	\$111	\$104	\$98	\$92	\$87	\$81	\$76
Est. Tax Incentive Provided (difference)	\$146	\$137	\$129	\$121	\$114	\$107	\$101	\$95	\$89	\$84	\$79	\$74
Total Est. Value of IFT Incentive*:											\$1,411	

*Assumptions Used in Above Calculations:

1. Personal property (PP) is depreciated by 6% per year for the duration of the abatement period and comes on the roll at 90%.
2. Real property (RP) will increase in value by 1% per year.
3. The millage rate is assumed to remain constant over the duration of the abatement, which it will not. Also, beginning in 2010, the new MBT specifies that industrial personal property is exempt from the State Ed. Tax and local school operating.
4. All numbers and calculations above are estimates only and should not be used by anyone for financial planning or other similar purposes. The figures contain multiple variables that can and will change the outcome of the estimates.
5. The above information is not an implication or contract that the tax savings represented above will be achieved or provided by the Township or the State of Michigan.
6. That the full value of the "facility" will be on the tax rolls by Dec. 31, 2012, which may or may not be the case. 2 years is allowed for construction.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: September 15, 2016

RE: Amendment No. 2 to Resolution No. 2015-019 – FY 2016 General Fund Budget

Enclosed for your review and approval is Amendment No. 2 to Resolution No. 2015-019 for the FY 2016 General Fund Budget.

Revenues are projected to increase by \$4,558,330 primarily due to new bond proceeds for the Honeywell Energy Grant Improvements.

Expenditures are expected to increase a total of \$2,678,890 which includes, but is not limited to, an increase of \$106,620 in Information Technology for the hiring of an IT Director as well as a reclassification of GIS services, a decrease of \$69,640 in Assessing due to reduced legal fees and contractual services, an increase of \$33,500 in Elections for the May school election, an increase of \$843,210 in Buildings and Grounds for the Honeywell Energy Grant Improvements, an increase of \$58,460 in Stormwater, an increase of \$96,480 in Infrastructure for the Ram II Trail, an increase of \$61,710 in Community Development for the Realize Cedar Study, an increase of \$60,120 in Parks and an increase of \$1,484,750 in Other Functions to account for the DDA bond which will then be transferred to the DDA through a DDA Fund budget amendment.

The net changes will result in an increase of \$1,879,440 in fund balance from \$4,833,500 to \$6,712,940.

RECOMMENDED MOTION:

To adopt Amendment No. 2 to Resolution No. 2015-019 for the Fiscal Year 2016 General Fund Budget.

DELHI CHARTER TOWNSHIP
RESOLUTION NO. 2015-019
F.Y. 2016 GENERAL FUND BUDGET
AMENDMENT NO. 2

At a regular meeting of the Delhi Charter Township board held on Tuesday, September 20, 2016, at 7:30 p.m., the following motion was offered by to amend the Fiscal Year 2016 General Fund Budget as follows:

Present:

Absent:

	2016 Adopted Budget	1st Budget Request	2nd Budget Request	2016 Amended Budget
Revenue				
TAXES	\$ 3,056,000	\$ 100,000	\$ 21,300	\$ 3,177,300
GRANTS AND REVENUE SHARING	2,171,000	(30,000)	(20,330)	2,120,670
OTHER REVENUE	1,285,570	1,640	26,620	1,313,830
CHARGES FOR SERVICES	626,500	-	(17,270)	609,230
FRANCHISE FEES	478,250	9,500	27,600	515,350
INTERGOV-LOCAL	140,900	-	-	140,900
LICENSES & PERMITS	228,600	-	310,060	538,660
INTEREST AND RENTALS	20,740	-	11,000	31,740
FINES & FORFEITURES	18,000	-	850	18,850
Total Revenue	8,025,560	81,140	359,830	8,466,530
Expenditures				
Legislative	101,980	-	6,000	107,980
Manager	343,430	-	(530)	342,900
Accounting	144,210	-	(180)	144,030
Clerk	325,260	-	(510)	324,750
Information Technology	305,390	(63,760)	106,620	348,250
Treasurer	265,900	-	(510)	265,390
Assessing	417,290	-	(69,640)	347,650
Elections	101,430	-	33,500	134,930
Bldg & Grds	772,780	380,670	843,210	1,996,660
Stormwater	451,230	-	58,460	509,690
Infrastructure	911,800	358,000	96,480	1,366,280
Comm Dev	732,180	-	61,710	793,890
Parks Admin	269,700	-	(8,090)	261,610
Parks	906,780	1,640	60,120	968,540
Recreation	90,780	-	7,500	98,280
Other Functions	551,400	-	1,564,390	2,115,790
Debt Service	158,320	-	-	158,320
Total Expenditures	6,849,860	676,550	2,758,530	10,284,940
Other Financing Sources (Uses)				
Sale of Fixed Assets	82,300	-	(82,300)	-
Bond/Loan Proceeds	17,550	-	4,280,800	4,298,350
Transfer Out to Fire Fund	(1,142,550)	-	67,940	(1,074,610)
Transfer Out to Police Fund	(1,481,620)	-	11,700	(1,469,920)
Total Other Financing Sources (Uses)	(2,524,320)	-	4,278,140	1,753,820
Revenues Over (Under) Expenditures	(1,348,620)	(595,410)	1,879,440	(64,590)
Beg. Fund Balance	6,777,530			6,777,530
Fund Balance, Ending	\$ 5,428,910			\$ 6,712,940

AYES:

NAYS:

ABSENT: None

The foregoing Resolution declared adopted on September 20, 2016.

EVAN HOPE, TOWNSHIP CLERK

STATE OF MICHIGAN)

)SS

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a regular meeting held on the 20th day of September, 2016.

EVAN HOPE, TOWNSHIP CLERK

GL NUMBER	DESCRIPTION	2016 Amended Budget	2nd Budget Request	2016 Amended Budget	Notes
Fund 101 - GENERAL FUND					
Dept 000.00					
101-000.00-403.000	CUR REAL & PERS PROP TAX	2,700,000	20,000	2,720,000	
101-000.00-404.000	IFT/CFT & SERVICE FEES	18,000	1,300	19,300	
101-000.00-423.000	TRAILER PARK FEES	5,000	-	5,000	
101-000.00-445.000	DELQ TAX	5,000	-	5,000	
101-000.00-445.005	DELINQUENT INTEREST & PENALTY	23,000	-	23,000	
101-000.00-447.000	PROPERTY TAX ADMIN FEE	405,000	-	405,000	
101-000.00-451.000	BUILDING PERMITS	95,000	187,000	282,000	
101-000.00-453.000	SOIL EROSION & SEDIMENTATION CTRL PERMIT	27,000	12,000	39,000	
101-000.00-455.000	ELECTRICAL PERMIT FEES	30,000	45,000	75,000	
101-000.00-456.000	PLUMBING PERMIT FEES	20,000	25,000	45,000	
101-000.00-457.000	MECHANICAL PERMIT FEES	32,000	40,000	72,000	
101-000.00-458.000	FIRE INSPECTION FEES	4,000	2,500	6,500	
101-000.00-460.000	FIRE DEPT. BURNING PERMITS	2,500	(500)	2,000	
101-000.00-476.000	MISC LICENSES, PERMITS & FEES	4,000	-	4,000	
101-000.00-570.000	STATE GRANTS	120,000	-	120,000	
101-000.00-571.000	MISC GRANTS	-	10,000	10,000	LEAP Art Grant
101-000.00-574.020	STATE REV SHAR-SALES CONSTIT.	1,967,000	(59,000)	1,908,000	per state projections
101-000.00-574.021	STATE REV SHAR-SALES STATUTORY	45,000	23,400	68,400	
101-000.00-574.030	RETURNABLE LIQ LICENSE FEES	9,900	2,000	11,900	
101-000.00-574.040	STATE SHARED REV-RIGHT OF WAY	9,000	3,270	12,270	
101-000.00-587.000	DISTRICT LIBRARY CONTRIBUTIONS	20,000	-	20,000	
101-000.00-620.000	RENTAL REGISTRATION & INSPECT	100,000	300	100,300	
101-000.00-623.000	REZONING APPLICATION FEES	1,000	(1,000)	-	
101-000.00-623.010	ZONING CERTIFICATION	200	(200)	-	
101-000.00-624.000	SPECIAL USE PERMITS	2,000	(510)	1,490	
101-000.00-625.000	BOARD OF APPEAL FEES	1,000	770	1,770	
101-000.00-628.000	SITE PLAN REVIEW FEES	3,000	11,030	14,030	
101-000.00-632.000	FIRE DEPARTMENT SERVICE FEES	42,000	(18,000)	24,000	
101-000.00-632.010	FIRE DEPT EDUCATIONAL REVENUE	2,500	(2,400)	100	
101-000.00-633.000	AMBULANCE FEES	810,000	-	810,000	
101-000.00-634.000	CEMETERY - BURIAL FEES	18,000	-	18,000	
101-000.00-635.000	CEMETERY - LOT SALES	20,000	(5,000)	15,000	
101-000.00-642.000	TREE PROGRAM SALES	5,000	(5,000)	-	
101-000.00-651.010	RECREATION FEES	60,000	-	60,000	
101-000.00-651.020	PARKS FACILITY FEES	6,000	1,300	7,300	
101-000.00-651.060	SENIOR CITIZEN EVENT REVENUE	-	500	500	
101-000.00-660.000	CODE ENFORCEMENT REVENUE	18,000	850	18,850	
101-000.00-664.000	INTEREST	2,000	11,000	13,000	
101-000.00-669.020	COMMUNICATION TOWER LEASE FEE	18,740	-	18,740	
101-000.00-672.010	STREETLIGHT SPECIAL ASSESSMENT	306,400	(21,550)	284,850	Consumer rate reduction
101-000.00-672.020	BLACKTOP & ROAD SPECIAL ASSESSMENTS	81,790	39,710	121,500	New SAD
101-000.00-672.030	SIDEWALK ASSESSMENTS	6,380	-	6,380	
101-000.00-673.000	SALE OF FIXED ASSETS	82,300	(82,300)	-	NSP home in 2017
101-000.00-675.010	DONATIONS	1,640	-	1,640	
101-000.00-676.010	ELECTION EXPENSE REIMB	22,000	8,460	30,460	
101-000.00-687.000	REFUNDS/REBATE/REIMBURSEMENTS	80,000	-	80,000	
101-000.00-694.000	MISCELLANEOUS REVENUE	1,000	-	1,000	
101-000.00-694.020	COMCAST CABLE FRANCH FEES	290,000	11,600	301,600	
101-000.00-694.025	CABLE FRANCHISE FEES	60,000	16,000	76,000	
101-000.00-694.030	BWL FRANCHISE FEE	137,750	-	137,750	
101-000.00-698.020	BOND PROCEEDS	-	4,280,800	4,280,800	DDA Dev & QEC Bonds
101-000.00-698.060	CAPITAL LEASE PROCEEDS	17,550	-	17,550	
101-000.00-699.030	COST ALLOCATION-FROM SEWER FU	348,000	-	348,000	
101-000.00-699.110	TRANSFER IN - DELHI DDA	120,900	-	120,900	
Net - Dept 000.00		8,206,550	4,558,330	12,764,880	
Dept 101.00-LEGISLATIVE					
101-101.00-707.000	BOARD OF TRUSTEES-SALARY	66,980	-	66,980	
101-101.00-715.000	SOCIAL SECURITY/MEDICARE	5,130	-	5,130	
101-101.00-717.000	LIFE INSURANCE	310	-	310	
101-101.00-724.000	WORKERS COMP	160	-	160	
101-101.00-802.000	MEMBERSHIPS,DUES,SUBS	23,900	6,500	30,400	
101-101.00-956.000	MISCELLANEOUS	1,000	-	1,000	
101-101.00-960.000	EDUCATION & TRAINING	4,500	(500)	4,000	
Net - Dept 101.00-LEGISLATIVE		101,980	6,000	107,980	

GL NUMBER	DESCRIPTION	2016 Amended Budget	2nd Budget Request	2016 Amended Budget	Notes
Dept 171.00-MANAGER					
101-171.00-703.000	SALARIES	229,970	-	229,970	
101-171.00-703.001	DEPUTY SALARY	2,500	-	2,500	
101-171.00-703.010	OVERTIME	660	-	660	
101-171.00-715.000	SOCIAL SECURITY/MEDICARE	18,950	-	18,950	
101-171.00-716.000	HEALTH INSURANCE	32,330	(960)	31,370	
101-171.00-716.010	DENTAL INSURANCE	3,550	-	3,550	
101-171.00-717.000	LIFE INSURANCE	1,170	-	1,170	
101-171.00-718.000	PENSION CONTRIBUTION	28,750	-	28,750	
101-171.00-719.000	DISABILITY INSURANCE	1,740	-	1,740	
101-171.00-723.000	AUTOMOBILE EXPENSE ALLOWANCE	10,370	-	10,370	
101-171.00-724.000	WORKERS COMP	1,070	50	1,120	
101-171.00-726.000	OFFICE SUPPLIES	250	-	250	
101-171.00-802.000	MEMBERSHIPS, DUES, SUBS	3,600	-	3,600	
101-171.00-853.000	TELEPHONE/COMMUNICATIONS	320	380	700	
101-171.00-956.000	MISCELLANEOUS	1,700	-	1,700	
101-171.00-960.000	EDUCATION & TRAINING	6,500	-	6,500	
Net - Dept 171.00-MANAGER		343,430	(530)	342,900	
Dept 191.00-ACCOUNTING					
101-191.00-703.000	SALARIES	56,210	-	56,210	
101-191.00-703.005	PART TIME HELP	26,550	-	26,550	
101-191.00-715.000	SOCIAL SECURITY/MEDICARE	4,690	-	4,690	
101-191.00-716.000	HEALTH INSURANCE	5,240	(180)	5,060	
101-191.00-716.010	DENTAL INSURANCE	520	-	520	
101-191.00-717.000	LIFE INSURANCE	290	-	290	
101-191.00-718.000	PENSION CONTRIBUTION	7,830	-	7,830	
101-191.00-719.000	DISABILITY INSURANCE	430	-	430	
101-191.00-724.000	WORKERS COMP	250	-	250	
101-191.00-726.000	OFFICE SUPPLIES	1,200	-	1,200	
101-191.00-802.000	MEMBERSHIPS, DUES, SUBS	450	-	450	
101-191.00-807.000	AUDIT FEES	7,500	-	7,500	
101-191.00-818.000	CONTRACTUAL SERVICES	30,900	-	30,900	
101-191.00-956.000	MISCELLANEOUS	500	-	500	
101-191.00-960.000	EDUCATION & TRAINING	1,650	-	1,650	
Net - Dept 191.00-ACCOUNTING		144,210	(180)	144,030	
Dept 215.00-CLERK					
101-215.00-703.000	SALARIES	202,460	1,380	203,840	
101-215.00-703.001	DEPUTY SALARY	2,500	-	2,500	
101-215.00-715.000	SOCIAL SECURITY/MEDICARE	15,680	100	15,780	
101-215.00-716.000	HEALTH INSURANCE	50,230	(1,650)	48,580	
101-215.00-716.010	DENTAL INSURANCE	4,700	-	4,700	
101-215.00-717.000	LIFE INSURANCE	1,030	-	1,030	
101-215.00-718.000	PENSION CONTRIBUTION	25,310	160	25,470	
101-215.00-719.000	DISABILITY INSURANCE	1,560	-	1,560	
101-215.00-724.000	WORKERS COMP	740	-	740	
101-215.00-740.000	MATERIAL & SUPPLIES	1,200	-	1,200	
101-215.00-817.000	CODIFICATION OF TWP ORDINANCES	5,000	-	5,000	
101-215.00-818.000	CONTRACTUAL SERVICES	500	-	500	
101-215.00-870.000	MILEAGE	250	-	250	
101-215.00-902.000	PUBLISHING/LEGAL NOTICES	9,000	(1,000)	8,000	
101-215.00-956.000	MISCELLANEOUS	500	500	1,000	
101-215.00-960.000	EDUCATION & TRAINING	4,600	-	4,600	
Net - Dept 215.00-CLERK		325,260	(510)	324,750	
Dept 228.00-INFORMATION TECHNOLOGY					
101-228.00-703.000	SALARIES	-	15,500	15,500	3 mos IT Director
101-228.00-703.005	PART TIME HELP	21,390	29,000	50,390	
101-228.00-715.000	SOCIAL SECURITY/MEDICARE	1,670	3,370	5,040	3 mos IT Director
101-228.00-716.000	HEALTH INSURANCE	-	4,080	4,080	3 mos IT Director
101-228.00-716.010	DENTAL INSURANCE	-	400	400	3 mos IT Director
101-228.00-717.000	LIFE INSURANCE	-	100	100	3 mos IT Director
101-228.00-718.000	PENSION CONTRIBUTION	-	1,950	1,950	3 mos IT Director
101-228.00-719.000	DISABILITY INSURANCE	-	120	120	3 mos IT Director
101-228.00-724.000	WORKERS COMP	420	-	420	
101-228.00-740.000	MATERIAL & SUPPLIES	9,250	(250)	9,000	
101-228.00-818.000	CONTRACTUAL SERVICES	85,000	43,800	128,800	GIS; incr ASK.IT fees
101-228.00-853.000	TELEPHONE/COMMUNICATIONS	900	(300)	600	

GL NUMBER	DESCRIPTION	2016 Amended Budget	2nd Budget Request	2016 Amended Budget	Notes
101-228.00-870.000	MILEAGE	1,000	-	1,000	
101-228.00-930.001	HARDWARE MAINTENANCE	2,500	(1,500)	1,000	
101-228.00-930.025	COMPUTER EQUIPMENT	25,000	(1,150)	23,850	
101-228.00-930.030	COMPUTER SOFTWARE MAINTENANCE	44,000	(1,700)	42,300	
101-228.00-932.000	COMPUTER PROGRAM CHANGES	4,000	-	4,000	
101-228.00-956.000	MISCELLANEOUS	500	-	500	
101-228.00-960.000	EDUCATION & TRAINING	1,000	-	1,000	
101-228.00-970.000	CAPITAL OUTLAY	45,000	13,200	58,200	
Net - Dept 228.00-INFORMATION TECHNOLOGY		241,630	106,620	348,250	
Dept 253.00-TREASURERS					
101-253.00-703.000	SALARIES	132,560	-	132,560	
101-253.00-703.001	DEPUTY SALARY	2,500	-	2,500	
101-253.00-703.005	PART TIME HELP	44,160	-	44,160	
101-253.00-715.000	SOCIAL SECURITY/MEDICARE	12,550	-	12,550	
101-253.00-716.000	HEALTH INSURANCE	19,830	(510)	19,320	
101-253.00-716.010	DENTAL INSURANCE	2,580	-	2,580	
101-253.00-717.000	LIFE INSURANCE	550	-	550	
101-253.00-718.000	PENSION CONTRIBUTION	14,280	-	14,280	
101-253.00-719.000	DISABILITY INSURANCE	820	-	820	
101-253.00-724.000	WORKERS COMP	720	-	720	
101-253.00-726.000	OFFICE SUPPLIES	1,000	-	1,000	
101-253.00-729.001	TAX BILL PRINTING	17,000	-	17,000	
101-253.00-802.000	MEMBERSHIPS, DUES, SUBS	650	-	650	
101-253.00-815.000	COURT FILING/SERVICE FEES	2,000	-	2,000	
101-253.00-818.000	CONTRACTUAL SERVICES	8,000	-	8,000	
101-253.00-870.000	MILEAGE	200	-	200	
101-253.00-930.020	EQUIPMENT MAIN & REPAIR	1,000	-	1,000	
101-253.00-956.000	MISCELLANEOUS	500	-	500	
101-253.00-960.000	EDUCATION & TRAINING	5,000	-	5,000	
Net - Dept 253.00-TREASURERS		265,900	(510)	265,390	
Dept 257.00-ASSESSING					
101-257.00-703.000	SALARIES	159,600	-	159,600	
101-257.00-703.005	PART TIME HELP	16,150	(5,020)	11,130	
101-257.00-703.010	OVERTIME	1,350	(550)	800	
101-257.00-708.000	BOARD OF REVIEW	2,700	-	2,700	
101-257.00-715.000	SOCIAL SECURITY/MEDICARE	14,410	(440)	13,970	
101-257.00-716.000	HEALTH INSURANCE	26,530	(11,430)	15,100	empl taking in lieu
101-257.00-716.010	DENTAL INSURANCE	4,190	-	4,190	
101-257.00-717.000	LIFE INSURANCE	820	-	820	
101-257.00-718.000	PENSION CONTRIBUTION	19,950	(540)	19,410	
101-257.00-719.000	DISABILITY INSURANCE	1,220	-	1,220	
101-257.00-724.000	WORKERS COMP	1,200	610	1,810	
101-257.00-729.000	ASSESSMENT NOTICES/PP STATEMNTS	7,500	(1,230)	6,270	
101-257.00-730.000	GASOLINE	1,600	(800)	800	
101-257.00-740.000	MATERIAL & SUPPLIES	2,050	300	2,350	
101-257.00-801.000	LEGAL FEES	70,000	(21,730)	48,270	fewer tax challenges
101-257.00-802.000	MEMBERSHIPS, DUES, SUBS	1,100	-	1,100	
101-257.00-818.000	CONTRACTUAL SERVICES	75,000	(25,000)	50,000	
101-257.00-870.000	MILEAGE	200	300	500	
101-257.00-930.020	EQUIPMENT MAIN & REPAIR	1,150	(950)	200	
101-257.00-931.000	VEHICLE REPAIR/MAINTENANCE	1,800	(600)	1,200	
101-257.00-956.000	MISCELLANEOUS	1,000	1,010	2,010	
101-257.00-960.000	EDUCATION & TRAINING	7,770	(3,570)	4,200	
Net - Dept 257.00-ASSESSING		417,290	(69,640)	347,650	
Dept 262.00-ELECTIONS					
101-262.00-701.000	ELECTION INSPECTORS	65,800	26,200	92,000	school proposals
101-262.00-715.000	SOCIAL SECURITY/MEDICARE	200	-	200	
101-262.00-718.000	PENSION CONTRIBUTION	30	-	30	
101-262.00-724.000	WORKERS COMP	200	-	200	
101-262.00-726.000	OFFICE SUPPLIES	4,500	-	4,500	
101-262.00-740.000	MATERIAL & SUPPLIES	7,000	9,000	16,000	
101-262.00-803.000	POSTAGE	6,000	7,000	13,000	
101-262.00-818.000	CONTRACTUAL SERVICES	4,000	1,000.00	5,000	
101-262.00-902.000	PUBLISHING/LEGAL NOTICES	1,200	1,300	2,500	
101-262.00-956.000	MISCELLANEOUS	500	1,000	1,500	
101-262.00-970.000	CAPITAL OUTLAY	12,000	(12,000)	-	

GL NUMBER	DESCRIPTION	2016 Amended Budget	2nd Budget Request	2016 Amended Budget	Notes
Net - Dept 262.00-ELECTIONS		101,430	33,500	134,930	
Dept 265.00-BUILDING & GROUNDS					
101-265.00-703.000	SALARIES	154,880	(11,980)	142,900	
101-265.00-703.005	PART TIME HELP	-	11,860	11,860	
101-265.00-703.010	OVERTIME	10,000	5,000	15,000	
101-265.00-715.000	SOCIAL SECURITY/MEDICARE	11,850	760	12,610	
101-265.00-716.000	HEALTH INSURANCE	43,650	(9,600)	34,050	
101-265.00-716.010	DENTAL INSURANCE	4,200	(2,190)	2,010	
101-265.00-717.000	LIFE INSURANCE	790	-	790	
101-265.00-718.000	PENSION CONTRIBUTION	19,360	(1,490)	17,870	
101-265.00-719.000	DISABILITY INSURANCE	1,180	-	1,180	
101-265.00-724.000	WORKERS COMP	3,430	-	3,430	
101-265.00-725.000	CLOTHING/CLEANING ALLOWANCE	1,500	-	1,500	
101-265.00-730.000	GASOLINE	7,440	-	7,440	
101-265.00-731.000	PROPANE GAS	250	-	250	
101-265.00-734.000	UNIFORMS	2,000	-	2,000	
101-265.00-775.001	EQUIPMENT & SUPPLIES	13,800	-	13,800	
101-265.00-805.000	ENGINEERING SERVICES	2,000	-	2,000	
101-265.00-818.000	CONTRACTUAL SERVICES	87,870	(15,920)	71,950	Grave opening no longer contracted
101-265.00-853.000	TELEPHONE/COMMUNICATIONS	15,400	-	15,400	
101-265.00-921.030	UTILITIES - WATER	9,520	-	9,520	
101-265.00-921.035	UTILITIES - SEWER	4,740	-	4,740	
101-265.00-921.040	UTILITIES - ELECTRIC	89,670	-	89,670	
101-265.00-921.045	UTILITIES - GAS	23,400	-	23,400	
101-265.00-930.000	BUILDING MAINTENANCE & REPAIRS	51,400	-	51,400	
101-265.00-930.010	GROUNDS MAINTENANCE & REPAIRS	-	15,000	15,000	
101-265.00-930.020	EQUIPMENT MAIN & REPAIR	18,910	-	18,910	
101-265.00-931.000	VEHICLE REPAIR/MAINTENANCE	2,000	-	2,000	
101-265.00-956.000	MISCELLANEOUS	3,100	1,900	5,000	
101-265.00-960.000	EDUCATION AND TRAINING	850	-	850	
101-265.00-970.000	CAPITAL OUTLAY	518,760	(90,000)	428,760	New carpet moved to 2017
101-265.00-970.017	HONEYWELL ENERGY IMPROVEMENTS	-	939,870	939,870	64% of Honeywell
101-265.00-999.590	TRANSFER OUT-SEWER FUND	51,500	-	51,500	downpayment
Net - Dept 265.00-BUILDING & GROUNDS		1,153,450	843,210	1,996,660	
Dept 281.00-STORMWATER					
101-281.00-726.000	OFFICE SUPPLIES	250	-	250	
101-281.00-730.000	GASOLINE	800	(300)	500	
101-281.00-741.000	OTHER OPERATING EXPENSES	250	-	250	
101-281.00-742.000	LABORATORY SUPPLIES	4,500	-	4,500	
101-281.00-745.000	OFF-SITE LAB TESTING	500	-	500	
101-281.00-775.003	SAFETY EQUIPMENT AND SUPPLIES	250	-	250	
101-281.00-801.000	LEGAL FEES	1,000	-	1,000	
101-281.00-805.000	ENGINEERING SERVICES	2,000	24,900	26,900	SAW Grant items
101-281.00-818.000	CONTRACTUAL SERVICES	20,000	-	20,000	
101-281.00-818.225	SOLID WASTE DISPOSAL	2,000	-	2,000	
101-281.00-853.000	TELEPHONE/COMMUNICATIONS	140	(140)	-	
101-281.00-928.000	REGULATORY FEES	7,470	-	7,470	
101-281.00-930.020	EQUIPMENT MAIN & REPAIR	4,300	(2,300)	2,000	
101-281.00-956.000	MISCELLANEOUS	200	-	200	
101-281.00-956.005	COMMUNITY OUTREACH PROGRAMS	22,600	(20,400)	2,200	No trees or rain barrels
101-281.00-960.000	EDUCATION & TRAINING	1,000	-	1,000	
101-281.00-967.010	TOWNSHIP-AT-LARGE DRAINS	167,650	(97,650)	70,000	To separate drain asmtt interest
101-281.00-991.000	PRINCIPAL	168,800	25,000	193,800	Stimson Drain
101-281.00-995.000	INTEREST	-	129,350	129,350	To separate drain asmtt interest
101-281.00-999.010	SEWER FUND ALLOCATION	47,520	-	47,520	
Net - Dept 281.00-STORMWATER		451,230	58,460	509,690	
Dept 446.00-INFRASTRUCTURE					
101-446.00-805.000	ENGINEERING SERVICES	-	4,200	4,200	
101-446.00-805.010	ENGINEERING-SAD	-	23,700	23,700	
101-446.00-922.000	STREETLIGHTS	362,500	(30,600)	331,900	Consumers rate reduction

GL NUMBER	DESCRIPTION	2016 Amended Budget	2nd Budget Request	2016 Amended Budget	Notes
101-446.00-969.000	STREET IMPROVEMENTS	363,100	(81,600)	281,500	
101-446.00-969.002	SIDEWALK IMPROVEMENT/REPAIR	165,000	(15,000)	150,000	
101-446.00-971.140	RAM TRAIL	21,200	26,150	47,350	
101-446.00-971.142	RAM TRAIL II	358,000	159,630	517,630	
101-446.00-971.143	RAM 2 BURCHFIELD TRAIL	-	10,000	10,000	
Net - Dept 446.00-INFRASTRUCTURE		1,269,800	96,480	1,366,280	
Dept 721.00-PLANNING/COMMUNITY DEVELOPMENT					
101-721.00-703.000	SALARIES	347,970	-	347,970	
101-721.00-703.005	PART TIME HELP	19,500	-	19,500	
101-721.00-704.000	PLANNING COMMISSION SALARIES	13,200	-	13,200	
101-721.00-715.000	SOCIAL SECURITY/MEDICARE	29,200	-	29,200	
101-721.00-716.000	HEALTH INSURANCE	68,810	(1,160)	67,650	
101-721.00-716.010	DENTAL INSURANCE	7,450	-	7,450	
101-721.00-717.000	LIFE INSURANCE	1,780	-	1,780	
101-721.00-718.000	PENSION CONTRIBUTION	43,560	-	43,560	
101-721.00-719.000	DISABILITY INSURANCE	2,650	-	2,650	
101-721.00-724.000	WORKERS COMPENSATION INSURANCE	1,760	-	1,760	
101-721.00-725.000	CLOTHING/CLEANING ALLOWANCE	1,200	-	1,200	
101-721.00-726.000	OFFICE SUPPLIES	2,500	-	2,500	
101-721.00-730.000	GASOLINE	4,600	-	4,600	
101-721.00-801.000	LEGAL FEES	10,000	5,000	15,000	
101-721.00-802.000	MEMBERSHIPS, DUES, SUBSCRIPTIONS	1,800	-	1,800	
101-721.00-803.000	POSTAGE	2,200	-	2,200	
101-721.00-818.000	CONTRACTUAL SERVICES	22,950	12,050	35,000	
101-721.00-818.040	CONTR SERV-PLANNING FUNCTIONS	30,000	111,320	141,320	Realized Cedar from 2015
101-721.00-853.000	TELEPHONE/COMMUNICATIONS	4,400	-	4,400	
101-721.00-870.000	MILEAGE	300	-	300	
101-721.00-902.000	PUBLISHING/LEGAL NOTICES	3,350	-	3,350	
101-721.00-930.065	NEIGHBORHOOD STABILIZATION	80,000	(65,500)	14,500	moved to 2017
101-721.00-931.000	VEHICLE REPAIR/MAINTENANCE	2,500	-	2,500	
101-721.00-941.000	OFFICE EQUIPMENT LEASE	4,000	-	4,000	
101-721.00-956.000	MISCELLANEOUS	1,500	-	1,500	
101-721.00-958.000	CODE ENFORCEMENT EXPENSE	18,000	-	18,000	
101-721.00-959.000	SOIL EROSION & SED CNTRL EXPENSE	500	-	500	
101-721.00-960.000	EDUCATION & TRAINING	6,500	-	6,500	
101-721.00-970.000	CAPITAL OUTLAY	-	-	-	
Net - Dept 721.00-PLANNING/COMMUNITY DEVELOPMENT		732,180	61,710	793,890	
Dept 752.00-PARKS ADMINISTRATION					
101-752.00-703.000	SALARIES	173,700	-	173,700	
101-752.00-703.010	OVERTIME	1,000	(1,000)	-	
101-752.00-704.001	PARK COMMISSION COMPENSATION	5,460	(420)	5,040	
101-752.00-715.000	SOCIAL SECURITY/MEDICARE	13,790	(110)	13,680	
101-752.00-716.000	HEALTH INSURANCE	15,690	(510)	15,180	
101-752.00-716.010	DENTAL INSURANCE	1,560	-	1,560	
101-752.00-717.000	LIFE INSURANCE	890	-	890	
101-752.00-718.000	PENSION CONTRIBUTION	21,720	-	21,720	
101-752.00-719.000	DISABILITY INSURANCE	1,320	-	1,320	
101-752.00-724.000	WORKERS COMP INSUR	4,020	-	4,020	
101-752.00-726.000	OFFICE SUPPLIES	2,000	-	2,000	
101-752.00-802.000	MEMBERSHIPS, DUES, SUBS	1,000	-	1,000	
101-752.00-803.000	POSTAGE	500	-	500	
101-752.00-818.000	CONTRACTUAL SERVICES	7,500	(4,500)	3,000	
101-752.00-853.000	TELEPHONE/COMMUNICATIONS	7,550	(1,550)	6,000	
101-752.00-956.000	MISCELLANEOUS	6,000	-	6,000	
101-752.00-960.000	EDUCATION & TRAINING	5,000	-	5,000	
101-752.00-967.000	MASTER PLAN RESEARCH	1,000	-	1,000	
Net - Dept 752.00-PARKS ADMINISTRATION		269,700	(8,090)	261,610	
Dept 771.00-PARKS					
101-771.00-703.000	SALARIES	92,870	280	93,150	
101-771.00-703.010	OVERTIME	5,000	15,000	20,000	incr due to staff shortage
101-771.00-703.051	SEASONAL LABOR	181,910	(36,910)	145,000	staff shortage
101-771.00-715.000	SOCIAL SECURITY/MEDICARE	21,410	-	21,410	
101-771.00-716.000	HEALTH INSURANCE	20,860	1,210	22,070	
101-771.00-716.010	DENTAL INSURANCE	2,130	450	2,580	
101-771.00-717.000	LIFE INSURANCE	480	-	480	
101-771.00-718.000	PENSION CONTRIBUTION	11,610	40	11,650	

GL NUMBER	DESCRIPTION	2016 Amended Budget	2nd Budget Request	2016 Amended Budget	Notes
101-771.00-719.000	DISABILITY INSURANCE	710	-	710	
101-771.00-724.000	WORKERS COMP INSUR	4,500	-	4,500	
101-771.00-725.000	CLOTHING/CLEANING ALLOWANCE	2,500	0	2,500	
101-771.00-730.000	GASOLINE	16,900	(1,900)	15,000	
101-771.00-734.000	UNIFORMS	2,000	-	2,000	
101-771.00-748.000	TOOLS	2,500	500	3,000	
101-771.00-775.001	EQUIPMENT & SUPPLIES	9,640	-	9,640	
101-771.00-775.003	SAFETY EQUIPMENT AND SUPPLIES	500	500	1,000	
101-771.00-818.000	CONTRACTUAL SERVICES	21,200	-	21,200	
101-771.00-921.030	UTILITIES - WATER	9,200	-	9,200	
101-771.00-921.035	UTILITIES - SEWER	4,500	-	4,500	
101-771.00-921.040	UTILITIES - ELECTRIC	38,000	-	38,000	
101-771.00-921.045	UTILITIES - GAS	4,600	-	4,600	
101-771.00-930.000	BLDG & GRDS MAINT & REPAIRS	20,000	-	20,000	
101-771.00-930.010	GROUNDS MAINTENANCE & REPAIRS	20,000	10,000	30,000	
101-771.00-930.020	EQUIPMENT MAIN & REPAIR	15,000	-	15,000	
101-771.00-931.000	VEHICLE REPAIR/MAINTENANCE	5,000	-	5,000	
101-771.00-956.000	MISCELLANEOUS	2,000	6,000	8,000	
101-771.00-970.000	CAPITAL OUTLAY	393,400	48,950	442,350	incr in Kiwana restroom; no
101-771.00-999.590	TRANS OUT-SEWER FUND	-	16,000	16,000	Valhalla storage bldg
Net - Dept 771.00-PARKS		908,420	60,120	968,540	Vehicles/Equip transfer
Dept 774.00-RECREATION					
101-774.00-739.000	T-SHIRTS & UNIFORMS	15,000	4,000	19,000	Restocking for futher years
101-774.00-739.001	AWARDS & TROPHIES	2,500	-	2,500	
101-774.00-775.001	EQUIPMENT & SUPPLIES	15,500	3,500	19,000	chairs
101-774.00-802.001	ASA MEN'S FEES-SOFTBALL	1,320	-	1,320	
101-774.00-802.002	ADULT SOFTBALL UMPIRES	2,000	-	2,000	
101-774.00-812.000	RECREATION ENTRY FEES	1,300	-	1,300	
101-774.00-818.000	CONTRACTUAL SERVICES	15,860	-	15,860	
101-774.00-910.001	ASA FIELD INSURANCE	300	-	300	
101-774.00-956.000	MISCELLANEOUS	500	-	500	
101-774.00-956.040	SPECIAL EVENTS	11,500	-	11,500	
101-774.00-970.000	CAPITAL OUTLAY	25,000	-	25,000	
Net - Dept 774.00-RECREATION		90,780	7,500	98,280	
Dept 850.00-OTHER FUNCTIONS					
101-850.00-714.000	RETIREE'S BENEFITS	312,300	-	312,300	
101-850.00-720.000	UNEMPLOYMENT-REIMBURSEMENT	5,000	-	5,000	
101-850.00-726.000	OFFICE SUPPLIES	8,000	-	8,000	
101-850.00-801.000	LEGAL FEES	20,000	-	20,000	
101-850.00-803.000	POSTAGE	10,000	-	10,000	
101-850.00-818.000	CONTRACTUAL SERVICES	52,200	-	52,200	
101-850.00-902.001	NEWSLETTER	4,400	-	4,400	
101-850.00-910.000	INSURANCE & BONDS	50,000	(7,100)	42,900	
101-850.00-930.020	EQUIPMENT MAIN & REPAIR	8,000	(1,500)	6,500	
101-850.00-941.000	OFFICE EQUIPMENT LEASE	600	(600)	-	
101-850.00-956.000	MISCELLANEOUS	30,000	(5,000)	25,000	
101-850.00-960.005	GROUP EDUCATION & TRAINING	3,000	-	3,000	
101-850.00-964.000	TAX ADJUSTMENTS TO COUNTY/TWP	12,000	12,000	24,000	
101-850.00-967.020	TWP PROPERTIES-DRAIN/TAXES/SAD	4,000	1,000	5,000	
101-850.00-969.016	COMM & ECON DEVELOPMENT	-	1,565,000	1,565,000	2016 Dev Bonds, Tamarck Blg
101-850.00-970.000	CAPITAL OUTLAY	23,550	4,000	27,550	Purch to DDA
101-850.00-991.000	PRINCIPAL	7,710	(3,410)	4,300	
101-850.00-995.000	INTEREST	640	-	640	
101-850.00-999.206	TRANSFER OUT TO FIRE FUND	1,142,550	(67,940)	1,074,610	
101-850.00-999.207	TRANSFER OUT TO POLICE FUND	1,481,620	(11,700)	1,469,920	
Net - Dept 850.00-OTHER FUNCTIONS		3,175,570	1,484,750	4,660,320	
Dept 905.00-DEBT SERVICE					
101-905.00-991.200	PRINCIPAL - VALHALLA PARK 2	33,340	-	33,340	
101-905.00-991.330	PRINC PYMT-2013 CAPITAL IMPR BONDS	100,000	-	100,000	
101-905.00-995.200	INTEREST - VALHALLA PARK 2	4,080	-	4,080	
101-905.00-995.330	INTER PYMT-2013 CAPITAL IMPR BONDS	20,900	-	20,900	
Net - Dept 905.00-DEBT SERVICE		158,320	-	158,320	

GL NUMBER	DESCRIPTION	2016 Amended Budget	2nd Budget Request	2016 Amended Budget	Notes
TOTAL REVENUES		8,206,550	4,558,330	12,764,880	
TOTAL EXPENDITURES		10,150,580	2,678,890	12,829,470	
NET OF REVENUES & EXPENDITURES		(1,944,030)	1,879,440	(64,590)	
Beg. Fund Balance		6,777,530		6,777,530	
ENDING FUND BALANCE		4,833,500		6,712,940	

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: September 15, 2016

RE: Amendment No. 2 to Resolution No. 2015-020 – FY 2016 Sewer Fund Budget

Enclosed for your review and approval is Amendment No. 2 to Resolution No. 2015-020 for the FY 2016 Sewer Fund Budget.

Revenues are projected to decrease \$246,780 as a result in the reduction of a state grant while expenditures are expected to increase by a total of \$354,370 which includes the Honeywell Energy Grant Improvements.

Altogether fund balance will decrease by \$601,150 from \$33,584,946 to \$32,983,796.

RECOMMENDED MOTION:

To adopt Amendment No. 2 to Resolution No. 2015-020 for the Fiscal Year 2016 Sewer Fund Budget.

DELHI CHARTER TOWNSHIP
 RESOLUTION NO. 2015-020
 F.Y. 2016 SEWER FUND BUDGET
 AMENDMENT NO. 2

At a regular meeting of the Delhi Charter Township board held on Tuesday, September 20, 2016, at 7:30 p.m., the following motion was offered by to amend the Fiscal Year 2016 Sewer Fund Budget as follows:

Present:

Absent:

	2016 Adopted Budget	1st Budget Request	2nd Budget Request	2016 Amended Budget
Revenue				
Grants	\$ 875,000	\$ -	\$ (533,750)	\$ 341,250
Licenses and Permits	148,500	-	409,590	558,090
Charges for Services	5,917,080	-	(92,410)	5,824,670
Interest and Rentals	14,940	-	5,210	20,150
Other	81,320	35,000	19,110	135,430
Total Revenue	\$ 7,036,840	\$ 35,000	\$ (192,250)	\$ 6,879,590
Expenditures				
Public Works				
Administration	710,130	-	7,260	717,390
Public Services	4,506,810	41,200	(95,090)	4,452,920
Capital Outlay	475,000	150,390	453,680	1,079,070
General Obligation Debt	1,763,500	-	(11,480)	1,752,020
Total Expenditures	7,455,440	191,590	354,370	8,001,400
Other Financing Sources (Uses)				
Sale of Fixed Assets	104,990	-	(54,530)	50,460
Total Other Financing Sources (Uses)	104,990	-	(54,530)	50,460
Revenues Over (Under) Expenditures	(313,610)	(156,590)	(601,150)	(1,071,350)
Beg. Fund Balance	34,055,146	-	-	34,055,146
Fund Balance, Ending	\$ 33,741,536	\$ -	\$ -	\$ 32,983,796

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on September 20, 2016.

EVAN HOPE, TOWNSHIP CLERK

STATE OF MICHIGAN)

)SS

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a regular meeting held on the 20th day of September, 2016.

EVAN HOPE, TOWNSHIP CLERK

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	BUDGET REQUEST #2	2016 AMENDED BUDGET	NOTES
Fund 590 - SEWAGE DISPOSAL SYSTEM					
ESTIMATED REVENUES					
590-000.00-570.000	STATE GRANTS	875,000	(533,750)	341,250	
590-000.00-607.000	SEWER USER CHARGES	3,796,450	(130,550)	3,665,900	
590-000.00-609.000	BASIC SERVICE CHARGE	2,072,340	39,630	2,111,970	
590-000.00-610.000	INDUSTRIAL PRETREATMENT CHARGE	48,290	(1,490)	46,800	
590-000.00-626.000	SEWER PERMITS/FEEES	148,500	409,590	558,090	
590-000.00-664.000	INTEREST	2,500	5,500	8,000	
590-000.00-664.080	OTHER SPEC ASSM INTEREST	1,340	0	1,340	
590-000.00-670.000	RENTAL OF FARMLAND	11,100	(290)	10,810	fewer acres available
590-000.00-673.000	SALE OF FIXED ASSETS	104,990	(54,530)	50,460	
590-000.00-687.000	REFUNDS/REBATE/REIMBURSEMENTS	11,000		11,000	
590-000.00-694.000	MISCELLANEOUS REVENUE	6,300	3,200	9,500	
590-000.00-699.001	TRANSFER IN	51,500	15,910	67,410	
590-000.00-699.130	GENERAL FUND COST ALLOC	47,520		47,520	
Total Revenue		7,176,830	(246,780)	6,930,050	
Dept 548.00-ADMINISTRATION & OVERHEAD					
590-548.00-705.000	BOARD OF APPEALS-PER DIEM	600		600	
590-548.00-714.000	RETIREE'S BENEFITS	213,320		213,320	
590-548.00-720.000	UNEMPLOYMENT-REIMBURSEMENT	2,000		2,000	
590-548.00-726.000	OFFICE SUPPLIES	750		750	
590-548.00-740.010	LEGAL FEES	10,000	6,800	16,800	
590-548.00-801.000	POSTAGE	35,160		35,160	
590-548.00-803.000	AUDIT FEES	9,350	1,570	10,920	
590-548.00-807.000	CONTRACTUAL SERVICES	29,850	(600)	29,250	
590-548.00-818.000	PUBLISHING/LEGAL NOTICES	1,000		1,000	
590-548.00-902.000	INSURANCE & BONDS	58,100	(510)	57,590	
590-548.00-956.000	MISCELLANEOUS	1,000		1,000	
590-548.00-960.000	EDUCATION & TRAINING	1,000		1,000	
590-548.00-999.040	GENERAL FUND COST ALLOCATION	348,000		348,000	
Total - Dept 548.00-ADMINISTRATION & OVERHEAD		710,130	7,260	717,390	
Dept 558.00-DEPT OF PUBLIC SERVICE					
590-558.00-703.000	SALARIES	990,880	(98,280)	892,600	
590-558.00-703.005	PART TIME HELP	89,310	(15,750)	73,560	
590-558.00-703.010	OVERTIME	89,370	-	89,370	
590-558.00-715.000	SOCIAL SECURITY/MEDICARE	90,880	(8,400)	82,480	
590-558.00-716.000	HEALTH INSURANCE	203,520	(43,750)	159,770	
590-558.00-716.010	DENTAL INSURANCE	22,960	(3,380)	19,580	
590-558.00-717.000	LIFE INSURANCE	5,050	(500)	4,550	
590-558.00-718.000	PENSION CONTRIBUTION	123,860	(11,560)	112,300	
590-558.00-719.000	DISABILITY INSURANCE	7,530	(750)	6,780	
590-558.00-724.000	WORKERS COMP	24,380	(2,590)	21,790	
590-558.00-726.000	OFFICE SUPPLIES	5,500		5,500	
590-558.00-728.000	CERTIFICATION	1,200		1,200	
590-558.00-730.000	GASOLINE	31,760	(6,760)	25,000	
590-558.00-732.000	FUEL OIL	6,000		6,000	
590-558.00-734.000	UNIFORMS	15,700		15,700	
590-558.00-740.010	COMPUTER EXPENSES	74,700		74,700	
590-558.00-741.000	OTHER OPERATING EXPENSES	19,000		19,000	
590-558.00-742.000	LABORATORY SUPPLIES	30,000	1,550	31,550	
590-558.00-743.000	TREATMENT CHEMICALS	199,500		199,500	
590-558.00-745.000	OFF-SITE LAB TESTING	26,500		26,500	
590-558.00-775.003	SAFETY EQUIPMENT AND SUPPLIES	18,500		18,500	
590-558.00-805.000	ENGINEERING SERVICES	385,000	(55,000)	330,000	
590-558.00-818.000	CONTRACTUAL SERVICES	4,450	1,000	5,450	
590-558.00-818.015	CONTRACTUAL SERV-SAFETY PGM	2,000		2,000	
590-558.00-818.220	SLUDGE HAULING	122,000		122,000	
590-558.00-818.225	SOLID WASTE DISPOSAL	22,900		22,900	
590-558.00-853.000	TELEPHONE/COMMUNICATIONS	27,750	9,460	37,210	
590-558.00-921.030	UTILITIES - WATER	14,540		14,540	
590-558.00-921.035	UTILITIES - SEWER	2,730		2,730	
590-558.00-921.040	UTILITIES - ELECTRIC	386,090	(57,990)	328,100	
590-558.00-921.045	UTILITIES - GAS	95,000	(41,970)	53,030	
590-558.00-928.000	REGULATORY FEES	15,480	(5,350)	10,130	
590-558.00-930.000	BUILDING MAINTENANCE & REPAIRS	24,500	7,350	31,850	
590-558.00-930.015	REPAIRS & MAINTENANCE - L.S.	90,000	-	90,000	
590-558.00-930.016	REPAIRS & MAINTENANCE - C.S.	655,000	(402,000)	253,000	
590-558.00-930.020	EQUIPMENT MAIN & REPAIR	94,050		94,050	
590-558.00-930.040	BLDG MAIN & REPAIR-CONTRACTED	103,780		103,780	
590-558.00-930.050	EQUIPMENT MAIN/REPR-CONTRACTED	94,190	34,000	128,190	

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	BUDGET REQUEST #2	2016 AMENDED BUDGET	NOTES
590-558.00-931.000	VEHICLE REPAIR/MAINTENANCE	11,300		11,300	
590-558.00-956.000	MISCELLANEOUS	6,900		6,900	
590-558.00-956.005	COMMUNITY OUTREACH PROGRAMS	10,400	(1,970)	8,430	
590-558.00-960.000	EDUCATION & TRAINING	23,500		23,500	
590-558.00-967.020	TWP PROPERTIES-DRAIN/TAXES/SAD	350		350	
590-558.00-970.000	CAPITAL OUTLAY	258,800	(107,500)	151,300	
590-558.00-981.000	REPLACEMENT FUND ALLOCATION	21,200	715,050	736,250	
Total - Dept 558.00-DEPT OF PUBLIC SERVICE		4,548,010	(95,090)	4,452,920	
Dept 578.01-CAPITAL IMPROVEMENTS					
590-578.01-805.310	SEWER REHAB PROGRAM-ENGINEE	10,000	(10,000)	0	
590-578.01-805.335	EIFERT RD FORCE MAIN REPL ENGINEERING	58,640		58,640	
590-578.01-805.336	CARTAGO CK VALVE ENGINEERING	33,700		33,700	
590-578.01-976.310	SEWER REHAB PROGRAM-CONSTR	65,000	(65,000)	0	
590-578.01-976.335	EIFERT RD FORCE MAIN REPL CONSTR	350,000		350,000	
590-578.01-976.336	CARTAGO CK VALVE CONSTRUCTION	108,050		108,050	
590-578.01-976.337	HONEYWELL ENERGY IMPROVEMENTS	0	528,680	528,680	36% of Honewell down payment
Total - Dept 578.01-CAPITAL IMPROVEMENTS		625,390	453,680	1,079,070	
Dept 588.01-G.O. BOND INDEBTEDNESS					
2016 Ref bond cost of issue					
590-588.01-956.000	MISCELLANEOUS	-	30,370	30,370	
590-588.01-991.000	PRINCIPAL	1,342,700		1,342,700	
590-588.01-995.000	INTEREST	420,300	(41,850)	378,450	
590-588.01-999.000	PAYING AGENT FEES	500		500	
Total - Dept 588.01-G.O. BOND INDEBTEDNESS		1,763,500	(11,480)	1,752,020	
TOTAL APPROPRIATIONS		7,647,030	354,370	8,001,400	
NET OF REVENUES/APPROPRIATIONS - FUND 590		(470,200)	(601,150)	(1,071,350)	
Beg. Fund Balance		34,055,146		34,055,146	
ENDING FUND BALANCE		33,584,946		32,983,796	

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: September 15, 2016

RE: Amendment No. 1 to Resolution No. 2015-021 – FY 2016 Fire Fund Budget

Enclosed for your review and approval is Amendment No. 1 to Resolution No. 2015-021 for the FY 2016 Fire Fund Budget.

Revenues are projected to increase by \$6,210 primarily due an increase in real and personal property revenue while expenditures are expected to decrease a total of \$61,730 primarily in personnel expenses.

In order to maintain a fund balance of \$54,974, a reduction in the transfer from the General Fund to the Fire Fund of \$67,940 is needed.

Recommended Motion:

To adopt Amendment No. 1 to Resolution No. 2015-021 for the FY 2016 Fire Fund Budget.

DELHI CHARTER TOWNSHIP
 RESOLUTION NO. 2015-021
 F.Y. 2016 FIRE FUND BUDGET
 AMENDMENT NO. 1

At a regular meeting of the Delhi Charter Township board held on Tuesday, September 20, 2016, at 7:30 p.m., the following motion was offered by to amend the Fiscal Year 2016 Fire Fund Budget as follows:

Present:

Absent:

	2016 Adopted Budget	1st Budget Request	2016 Amended Budget
TAXES	\$ 1,060,700	\$ 11,700	\$ 1,072,400
GRANTS AND REVENUE SHARING	38,400	(5,490)	32,910
OTHER REVENUE	17,000	-	17,000
Revenue	<u>1,116,100</u>	<u>6,210</u>	<u>1,122,310</u>
Expenditures			
Public Safety	2,258,650	(61,730)	2,196,920
Total Expenditures	<u>2,258,650</u>	<u>(61,730)</u>	<u>2,196,920</u>
Other Financing Sources			
Transfer In from General Fund	1,142,550	(67,940)	1,074,610
Total Other Financing Sources (Uses)	<u>1,142,550</u>	<u>(67,940)</u>	<u>1,074,610</u>
Revenues Over (Under) Expenditures	-	-	-
Beg. Fund Balance	54,974		54,974
Fund Balance, Ending	<u>\$ 54,974</u>		<u>\$ 54,974</u>

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on September 20, 2016.

 EVAN HOPE, TOWNSHIP CLERK

STATE OF MICHIGAN)

)SS

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a regular meeting held on the 20th day of September, 2016.

EVAN HOPE, TOWNSHIP CLERK

GL NUMBER	DESCRIPTION	2016 BUDGET	BUDGET REQUEST #1	2016 AMENDED BUDGET	NOTES
Fund 206 - FIRE FUND					
ESTIMATED REVENUES					
206-000.00-403.000	CUR REAL & PERS PROP TAX	1,050,000	11,000	1,061,000	
206-000.00-404.000	IFT/CFT & SERVICE FEES	8,600	600	9,200	
206-000.00-445.000	DELQ TAX	2,000	-	2,000	
206-000.00-445.005	DELINQUENT INTEREST & PENALTY	100	100	200	
206-000.00-570.000	STATE GRANT	38,400	(5,490)	32,910	
206-000.00-687.000	REFUNDS/REBATE/REIMBURSEMENTS	17,000	-	17,000	
206-000.00-699.150	TRANSFER IN FROM GENERAL FUND	1,142,550	(67,940)	1,074,610	
Total Revenues		2,258,650	(61,730)	2,196,920	
Dept 336.00-FIRE DEPARTMENT					
206-336.00-703.000	SALARIES	946,000	(3,050)	942,950	
206-336.00-703.005	PART TIME HELP	116,630	-	116,630	
206-336.00-703.010	OVERTIME	136,290	8,710	145,000	
206-336.00-703.011	HOLIDAY PAY	21,600	1,800	23,400	
206-336.00-705.000	BOARD OF APPEALS-PER DIEM	500	-	500	
206-336.00-709.000	VOLUNTEER FIREMENS SALARIES	129,700	(39,700)	90,000	
206-336.00-714.000	RETIREE'S BENEFITS	87,590	-	87,590	
206-336.00-715.000	SOCIAL SECURITY/MEDICARE	112,000	(6,000)	106,000	
206-336.00-716.000	HEALTH INSURANCE	195,830	(28,830)	167,000	
206-336.00-716.010	DENTAL INSURANCE	24,330	(3,930)	20,400	
206-336.00-717.000	LIFE INSURANCE	4,600	250	4,850	
206-336.00-718.000	PENSION CONTRIBUTION	113,000	4,900	117,900	
206-336.00-719.000	DISABILITY INSURANCE	7,000	170	7,170	
206-336.00-720.000	UNEMPLOYMENT-REIMBURSEMENT	800	-	800	
206-336.00-724.000	WORKERS COMP INSUR	34,500	-	34,500	
206-336.00-725.000	CLOTHING/CLEANING ALLOWANCE	6,200	100	6,300	
206-336.00-726.000	OFFICE SUPPLIES	3,000	500	3,500	
206-336.00-730.000	GASOLINE	27,000	-	27,000	
206-336.00-734.000	UNIFORMS	6,500	-	6,500	
206-336.00-734.001	TURNOUT GEAR MAINT	-	5,000	5,000	
206-336.00-760.000	MEDICAL SUPPLIES	27,500	3,500	31,000	
206-336.00-801.000	LEGAL FEES	10,000	-	10,000	
206-336.00-802.000	MEMBERSHIPS,DUES,SUBS	4,250	750	5,000	
206-336.00-804.000	PHYSICALS	10,500	-	10,500	
206-336.00-807.000	AUDIT FEES	1,500	200	1,700	
206-336.00-818.000	CONTRACTUAL SERVICES	38,080	1,920	40,000	
206-336.00-851.000	RADIO REPAIR & MAINTENANCE	40,000	(40,000)	-	
206-336.00-853.000	TELEPHONE/COMMUNICATIONS	5,800	6,700	12,500	
206-336.00-910.000	INSURANCE & BONDS	57,280	(10,730)	46,550	
206-336.00-921.030	UTILITIES - WATER	600	-	600	
206-336.00-921.035	UTILITIES - SEWER	800	-	800	
206-336.00-921.040	UTILITIES - ELECTRIC	1,370	-	1,370	
206-336.00-921.045	UTILITIES - GAS	2,500	-	2,500	
206-336.00-930.000	BLDG & GRDS MAINT & REPAIRS	7,500	-	7,500	
206-336.00-956.000	MISCELLANEOUS	7,000	1,500	8,500	
206-336.00-960.000	EDUCATION & TRAINING	7,500	-	7,500	
206-336.00-960.001	FIRE PREVENTION	5,000	-	5,000	
206-336.00-960.014	ED & TRAINING-CGAP GRANT	38,400	(5,490)	32,910	
206-336.00-970.000	CAPITAL OUTLAY	20,000	40,000	60,000	Vehicle
Total Expenditures		2,258,650	(61,730)	2,196,920	
NET OF REVENUES/EXPENDITURES - FUND 206		-	-	-	
BEGINNING FUND BALANCE		-	-	-	
ENDING FUND BALANCE		-	-	-	

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: September 15, 2016

RE: Amendment No. 2 to Resolution No. 2015-022 – FY 2016 Fire Equipment, Training and Apparatus Fund Budget

Enclosed for your review and approval is Amendment No. 2 to Resolution No. 2015-022 for the FY 2016 Fire Equipment, Training and Apparatus Fund Budget.

This amendment provides for a decrease in revenues of \$550 and a decrease in expenditures of \$550 resulting in no change to fund balance.

RECOMMENDED MOTION:

To adopt Amendment No. 2 to Resolution No. 2015-022 for the Fiscal Year 2016 Fire Equipment, Training and Apparatus Fund Budget.

DELHI CHARTER TOWNSHIP
 RESOLUTION NO. 2015-022
 F.Y. 2016 FETA FUND BUDGET
 AMENDMENT NO. 2

At a regular meeting of the Delhi Charter Township board held on Tuesday, September 20, 2016, at 7:30 p.m., the following motion was offered by to amend the Fiscal Year 2016 Fire Equipment, Training, and Apparatus Fund Budget as follows:

Present:

Absent: None

	2016 Adopted Budget	1st Budget Request	2nd Budget Request	2016 Amended Budget
Taxes	\$ 750	\$ -	\$ (500)	\$ 250
Interest	100	-	(50)	50
Revenue	850	-	(550)	300
Expenditures				
Public Safety	87,500	8,565	(3,570)	92,495
Capital Outlay	-	183,000	3,020	186,020
Total Expenditures	87,500	191,565	(550)	278,515
Revenues Over (Under) Expenditures	(86,650)	(191,565)	-	(278,215)
Beg. Fund Balance	278,215	-		278,215
Fund Balance, Ending	\$ 191,565	\$ -	\$ -	\$ -

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on September 20, 2016.

 EVAN HOPE, TOWNSHIP CLERK

STATE OF MICHIGAN)

)SS

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a regular meeting held on the 20th day of September, 2016.

EVAN HOPE, TOWNSHIP CLERK

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	BUDGET REQUEST #2	2016 AMENDED BUDGET	NOTES
Fund 211 - FIRE EQUIP. & APPARATUS FUND					
ESTIMATED REVENUES					
211-000.00-445.000	DELQ TAX	700	(500)	200	
211-000.00-445.005	DELINQUENT INTEREST & PENALTY	50	-	50	
211-000.00-664.000	INTEREST	100	(50)	50	
Total Revenue		850	(550)	300	
Dept 339.00-EQUIPMENT & APPARATUS					
211-339.00-734.001	FIRE TURNOUT GEAR MAINT & REPAIR	5,000	-	5,000	
211-339.00-734.002	FIREFIGHTING TURNOUT GEAR	10,500	(720)	9,780	
211-339.00-740.010	COMPUTER EXPENSES	-	1,060	1,060	
211-339.00-755.000	FIRE FIGHTING EQUIP & SUPPLIES	11,000	-	11,000	
211-339.00-851.000	RADIO REPAIR & MAINTENANCE	500	6,500	7,000	
211-339.00-930.020	EQUIPMENT MAIN & REPAIR	15,000	(12,210)	2,790	
211-339.00-931.000	VEHICLE REPAIR/MAINTENANCE	48,065	800	48,865	
211-339.00-960.000	EDUCATION & TRAINING	6,000	1,000	7,000	
211-339.00-970.000	CAPITAL OUTLAY	-	7,600	7,600	
211-339.00-981.020	AMBULANCE	183,000	(4,580)	178,420	
Total - Dept 339.00-EQUIPMENT & APPARATUS		279,065	(550)	278,515	
NET OF REVENUES/APPROPRIATIONS - FUND 211		(278,215)	-	(278,215)	
Beg. Fund Balance		278,215	-	278,215	
ENDING FUND BALANCE		-	-	-	

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: September 15, 2016

RE: Amendment No. 1 to Resolution No. 2015-023 – FY 2016 Police Fund Budget

Enclosed for your review and approval is Amendment No. 1 to Resolution No. 2015-023 for the FY 2016 Police Fund Budget.

Revenues are expected to increase by \$11,700 primarily due to real and personal property revenue increases while expenditures will remain the same. In order to maintain a zero fund balance, an decrease of \$11,700 in the transfer from the General Fund into the Police Fund is needed.

Recommended Motion:

To adopt Amendment No. 1 to Resolution No. 2015-023 for the Fiscal Year 2016 Police Fund Budget.

DELHI CHARTER TOWNSHIP
 RESOLUTION NO. 2015-023
 F.Y. 2016 POLICE FUND BUDGET
 AMENDMENT NO. 1

At a regular meeting of the Delhi Charter Township board held on Tuesday, September 20 , 2016, at 7:30 p.m., the following motion was offered by to amend the Fiscal Year 2016 Police Fund Budget as follows:

Present:

Absent:

	2016 Adopted Budget	1st Budget Request	2016 Amended Budget
Taxes	\$ 1,060,700	\$ 11,700	\$ 1,072,400
Fines and Forfeitures	55,000	-	55,000
Revenue	1,115,700	11,700	1,127,400
Expenditures			
Public Safety	2,597,320	-	2,597,320
Total Expenditures	2,597,320	-	2,597,320
Other Financing Sources			
Transfer In from General Fund	1,481,620	(11,700)	1,469,920
Total Other Financing Sources (Uses)	1,481,620	(11,700)	1,469,920
Revenues Over (Under) Expenditures	-	-	-
Fund Balance, Beginning	-		-
Fund Balance, Ending	\$ -		\$ -

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on September 20, 2016.

 EVAN HOPE, TOWNSHIP CLERK

STATE OF MICHIGAN)

)SS

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a regular meeting held on the 20th day of September, 2016.

 EVAN HOPE, TOWNSHIP CLERK

GL NUMBER	DESCRIPTION	2016 BUDGET	BUDGET REQUEST #1	2016 AMENDED BUDGET	NOTES
Fund 207 - POLICE FUND					
REVENUES					
207-000.00-403.000	CUR REAL & PERS PROP TAX	1,050,000	11,000	1,061,000	
207-000.00-404.000	IFT/CFT & SERVICE FEES	8,600	600	9,200	
207-000.00-445.000	DELQ TAX	2,000	-	2,000	
207-000.00-445.005	DELINQUENT INTEREST & PENALTY	100	100	200	
207-000.00-655.000	MOTOR VEHICLE ORDINANCE FINES	55,000	-	55,000	
207-000.00-699.150	TRANSFER IN FROM GENERAL FUND	1,481,620	(11,700)	1,469,920	
TOTAL REVENUES		2,597,320	-	2,597,320	
EXPENDITURES					
Dept 301.00-POLICE					
207-301.00-801.000	LEGAL FEES	30,000	-	30,000	
207-301.00-818.000	CONTRACTUAL SERVICES	2,567,320	-	2,567,320	
207-301.00-956.000	MISCELLANEOUS	-	-	-	
Total		2,597,320	-	2,597,320	
TOTAL REVENUES		2,597,320	-	2,597,320	
TOTAL EXPENDITURES		2,597,320	-	2,597,320	
NET OF REVENUES & EXPENDITURES		-	-	-	

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: September 15, 2016

RE: Amendment No. 1 to Resolution No. 2015-024 – FY 2016 Water Improvement Fund Budget

Enclosed for your review and approval is Amendment No. 1 to Resolution No. 2015-024 – FY 2016 Water Improvement Fund Budget.

Changes in revenue include an increase of \$485,480 primarily due to the refunding of a bond and increase in water connection fees while expenditures are projected to increase by \$462,580 as a result of the 2016 Refunding bond payoff and Stimson Drain project.

As a result, fund balance is projected to increase by \$22,900 from \$266,839 to \$285,739.

RECOMMENDED MOTION:

To adopt Amendment No. 1 to Resolution No. 2015-024 for the Fiscal Year 2016 Water Improvement Fund Budget.

DELHI CHARTER TOWNSHIP
 RESOLUTION NO. 2015-024
 F.Y. 2016 WATER IMPROVEMENT FUND BUDGET
 AMENDMENT NO. 1

At a regular meeting of the Delhi Charter Township board held on Tuesday, September 20, 2016, at 7:30 p.m., the following motion was offered by to amend the Fiscal Year 2016 Water Improvement Fund Budget as follows:

Present:

Absent: None

	2016 Adopted Budget	1st Budget Request	2016 Amended Budget
Revenue			
Charges for Services	\$ 25,000	\$ 70,000	\$ 95,000
Interest	100	900	1,000
Other	1,770	-	1,770
Total Revenue	26,870	70,900	97,770
Expenditures			
Admin & Construction	3,060	41,520	44,580
Debt Service	76,780	5,250	82,030
Total Expenditures	79,840	46,770	126,610
Other Financing Sources (Uses)			
Bond/Loan Proceeds	-	414,580	414,580
Refunded Debt	-	(415,810)	(415,810)
Total Other Financing Sources (Uses)	-	(1,230)	(1,230)
Revenues Over (Under) Expenditures	(52,970)	438,710	(30,070)
Fund Balance, Beginning	319,809		319,809
Fund Balance, Ending	\$ 266,839		\$ 289,739

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on September 20, 2016.

 EVAN HOPE, TOWNSHIP CLERK

STATE OF MICHIGAN)

)SS

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a regular meeting held on the 20th day of September, 2016.

EVAN HOPE, TOWNSHIP CLERK

GL NUMBER	DESCRIPTION	2016 BUDGET	BUDGET REQUEST #1	2016 AMENDED BUDGET	NOTES
REVENUES					
225-000.00-608.000	WATER IMPROVE REVENUE	\$ 25,000	\$ 70,000	\$ 95,000	
225-000.00-664.000	INTEREST	100	900	1,000	
225-000.00-672.020	SPECIAL ASSM PMTS-PRINC	1,030	-	1,030	
225-000.00-672.021	SPECIAL ASSM PAYMTS-INTER	740	-	740	
225-000.00-698.020	BOND PROCEEDS	-	414,580	414,580	2016 Ref Bond
TOTAL REVENUES		26,870	485,480	512,350	
EXPENDITURES					
Dept 536.00-ADMINISTRATION & CONSTRUCTION					
225-536.00-801.000	LEGAL FEES	250	(150)	100	
225-536.00-802.000	MEMBERSHIPS, DUES, SUBS	2,810	(460)	2,350	
225-536.00-963.010	WATER MAIN EXPENDITURES	-	42,130	42,130	Stimson Dn proj
Totals for dept 536.00-ADMIN & CONSTRUCTION		3,060	41,520	44,580	
Dept 905.00-DEBT SERVICE					
225-905.00-991.000	PRINCIPAL	62,440	-	62,440	
225-905.00-991.120	REFUNDED DEBT TO ESCROW	-	415,810	415,810	2011 Ref Bond payoff
225-905.00-992.000	BONDING EXPENSE	-	5,250	5,250	2016 Ref Bond
225-905.00-995.000	INTEREST	14,240	-	14,240	
225-905.00-999.000	PAYING AGENT FEES	100	-	100	
Totals for dept 905.00-DEBT SERVICE		76,780	421,060	497,840	
TOTAL EXPENDITURES		79,840	462,580	542,420	
REVENUES OVER (UNDER) EXPENDITURES		(52,970)	22,900	(30,070)	
BEGINNING FUND BALANCE		319,809		319,809	
ENDING FUND BALANCE		\$ 266,839		\$ 289,739	

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: September 15, 2016

RE: Amendment No. 2 to Resolution No. 2015-025 – FY 2016
Downtown Development Authority Fund Budget

Enclosed for your review and approval is Amendment No. 2 to Resolution No. 2015-025 for the FY 2016 Downtown Development Authority Fund Budget.

Revenues will increase \$6,031,090 primarily from the new \$1,500,000 DDA bond and the \$4,499,000 2016 Refunding bond.

Likewise, expenditures are expected to increase at total of \$5,102,220 primarily because of Capital Outlay and the Refunding bond reflected in Debt Service.

The net changes will result in an increase in fund balance of \$928,870 from \$1,855,332 to \$2,784,202.

RECOMMENDED MOTION:

To adopt Amendment No. 2 to Resolution No. 2015-025 for the Fiscal Year 2016 Downtown Development Authority Fund Budget.

DELHI CHARTER TOWNSHIP
 RESOLUTION NO. 2015-025
 F.Y. 2016 DOWNTOWN DEVELOPMENT AUTHORITY FUND BUDGET
 AMENDMENT NO. 2

At a regular meeting of the Delhi Charter Township board held on Tuesday, September 20, 2016, at 7:30 p.m., the following motion was offered by to amend the Fiscal Year 2016 Downtown Development Authority Fund Budget as follows:

Present:

Absent:

	2016 Adopted Budget	1st Budget Request	2nd Budget Request	2016 Amended Budget
Taxes	\$ 1,581,150	\$ -	\$ (48,210)	\$ 1,532,940
Grants	2,500	-	2,300	4,800
Interest and rentals	29,330	-	5,000	34,330
Intergovernmental	-	-	1,565,000	1,565,000
Other	7,820	-	8,000	15,820
Revenue	<u>1,620,800</u>	-	1,532,090	3,152,890
Expenditures				
Community and Economic Development				
Administration	108,820	1,500	14,940	125,260
Marketing & Promotion	160,450	-	7,390	167,840
Other Functions	202,130	-	19,050	221,180
Infrastructure Projects	45,000	-	-	45,000
2016 DDA Development	-	-	406,700	406,700
Capital Outlay	10,000	150,000	130,000	290,000
Debt Service	164,190	-	4,609,390	4,773,580
Total Expenditures	<u>690,590</u>	151,500	5,187,470	6,029,560
Other Financing Sources (Uses)				
Sale of Assets	-	-	-	-
Bond Proceeds	-	-	4,499,000	4,499,000
Transfer to DDA Debt Service Funds	(778,750)	-	85,250	(693,500)
Total Other Financing Sources (Uses)	<u>(778,750)</u>	-	4,584,250	3,805,500
Revenues Over (Under) Expenditures	151,460	(151,500)	928,870	928,830
Beg. Fund Balance	1,855,372			1,855,372
Fund Balance, Ending	<u>\$ 2,006,832</u>			<u>\$ 2,784,202</u>

Fund 392 - 2008 DEBT RETIREMENT FUND

	2016 Adopted Budget	1st Budget Request	2nd Budget Request	2016 Amended Budget
Revenue	\$ -	\$ -	\$ -	\$ -

Expenditures				
Debt Service	778,750	-	(85,250)	693,500
Other Financing Sources (Uses)				
Transfer from DDA	778,750	-	(85,250)	693,500
Bond/Loan Proceeds	-	-	-	-
Refunded Debt	-	-	-	-
Total Other Financing Sources (Uses)	<u>778,750</u>	<u>-</u>	<u>(85,250)</u>	<u>693,500</u>
Revenues Over (Under) Expenditures	-	-	-	-
Beg. Fund Balance	-			-
Fund Balance, Ending	<u>\$ -</u>			<u>\$ -</u>

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on September 20, 2016.

EVAN HOPE, TOWNSHIP CLERK

STATE OF MICHIGAN)

)SS

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a regular meeting held on the 20th day of September, 2016.

EVAN HOPE, TOWNSHIP CLERK

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	BUDGET REQUEST #2	2016 AMENDED BUDGET	NOTES
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY					
ESTIMATED REVENUES					
248-000.00-403.005	CURRENT PROPERTY TAXES-AD VAL.	1,532,000	(38,840)	1,493,160	MTT adj; Return of CRAA (airport) captured
248-000.00-404.005	IFT/CFT CAPTURED TAX REVENUE	41,500	(9,720)	31,780	MTT adj; Return of CRAA (airport) captured
248-000.00-445.000	DELQ TAX	7,000	-	7,000	
248-000.00-445.005	DELINQUENT INTEREST & PENALTY	650	350	1,000	
248-000.00-570.000	STATE GRANTS-MISCELLANEOUS	2,500	2,300	4,800	
248-000.00-581.000	INTERGOVERNMENTAL	-	1,565,000	1,565,000	DDA Developmt Bonds & Twp share Tamarack Bldg
248-000.00-664.000	INTEREST	4,000	1,000	5,000	
248-000.00-669.020	COMMUNICATION TOWER LEASE FEE	18,330	-	18,330	
248-000.00-670.010	RENT-FARMERS MARKET	7,000	4,000	11,000	
248-000.00-672.040	GREASE LOAN	1,320	-	1,320	
248-000.00-687.000	REFUNDS/REBATE/REIMBURSEMENTS	2,500	-	2,500	
248-000.00-694.000	MISCELLANEOUS REVENUE	4,000	8,000	12,000	Rent on Cedar St properties
248-000.00-698.020	BOND PROCEEDS	-	4,499,000	4,499,000	2016 Refunding Bond
Total Revenue		1,620,800	6,031,090	7,651,890	
Dept 728.00-DDA ADMINISTRATION					
248-728.00-703.005	PART TIME HELP	71,320	520	71,840	
248-728.00-715.000	SOCIAL SECURITY/MEDICARE	1,040	40	1,080	
248-728.00-718.000	PENSION CONTRIBUTION	2,140	20	2,160	
248-728.00-723.000	AUTOMOBILE EXPENSE ALLOWANCE	400	-	400	
248-728.00-724.000	WORKERS COMP	310	-	310	
248-728.00-726.000	OFFICE SUPPLIES	1,200	-	1,200	
248-728.00-801.000	LEGAL FEES	15,000	-	15,000	
248-728.00-802.005	DUES AND SUBSCRIPTIONS	1,570	(100)	1,470	
248-728.00-803.000	POSTAGE	300	-	300	
248-728.00-807.000	AUDIT FEES	2,100	400	2,500	
248-728.00-818.000	CONTRACTUAL SERVICES	6,040	13,960	20,000	Environmental site assessmts on new properties
248-728.00-853.000	TELEPHONE/COMMUNICATIONS	2,500	-	2,500	
248-728.00-870.000	MILEAGE	300	100	400	
248-728.00-902.005	PRINTING AND PUBLISHING	300	-	300	
248-728.00-910.000	INSURANCE & BONDS	3,800	-	3,800	
248-728.00-956.000	MISCELLANEOUS	1,000	-	1,000	
248-728.00-960.000	EDUCATION & TRAINING	1,000	-	1,000	
Total - Dept 728.00-DDA ADMINISTRATION		110,320	14,940	125,260	
Dept 729.00-DDA MARKETING & PROMOTION					
248-729.00-703.005	PART TIME HELP	32,330	5,450	37,780	
248-729.00-715.000	SOCIAL SECURITY/MEDICARE	2,480	410	2,890	
248-729.00-724.000	WORKERS COMP INSUR	140	30.00	170	
248-729.00-884.000	DDA ADVERTISING	96,000	-	96,000	
248-729.00-888.000	FARMERS MARKET	13,000	-	13,000	
248-729.00-888.002	DOUBLE UP BUCKS	2,500	1,500	4,000	
248-729.00-956.000	MISCELLANEOUS	14,000	-	14,000	
Total - Dept 729.00-DDA MARKETING & PROMOTION		160,450	7,390	167,840	
Dept 731.00-DDA INFRASTRUCTURE PROJECTS					
248-731.00-933.000	STREETSCAPE REPR & MAINTENANCE	15,000	-	15,000	
248-731.00-956.000	MISCELLANEOUS	10,000	-	10,000	
248-731.00-974.010	NON-MOTORIZED PATHWAYS	20,000	-	20,000	
Total - Dept 731.00-DDA INFRASTRUCTURE PROJECTS		45,000	-	45,000	
Dept 850.00-OTHER FUNCTIONS					
248-850.00-818.000	CONTRACTUAL SERVICES	17,770	-	17,770	
248-850.00-921.030	UTILITIES - WATER	1,770	520	2,290	
248-850.00-921.035	UTILITIES - SEWER	950	1,180	2,130	
248-850.00-921.040	UTILITIES - ELECTRIC	22,820	-	22,820	
248-850.00-921.045	UTILITIES - GAS	7,140	(2,140)	5,000	
248-850.00-930.000	BUILDING MAINTENANCE & REPAIRS	4,000	-	4,000	
248-850.00-964.000	TAX ADJUSTMENTS TO COUNTY/TWP	10,000	-	10,000	
248-850.00-967.025	DDA PROPERTIES-DRAIN/TAXES/SAD	16,780	11,040	27,820	
248-850.00-969.016	COMM & ECON DEVELOPMENT	-	8,450	8,450	
248-850.00-999.105	TRANSFER OUT-G.F. LOAN PAYMENT	120,900	-	120,900	
Total - Dept 850.00-OTHER FUNCTIONS		202,130	19,050	221,180	

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	BUDGET REQUEST #2	2016 AMENDED BUDGET	NOTES
Dept 903.00-CAPITAL OUTLAY-DDA					
248-903.00-971.000	CAPITAL OUTLAY-LAND	150,000	130,000	280,000	Tamarck Bldg purchase-Twp reimb 50%
248-903.00-971.134	FARMERS MARKET-2150 CEDAR	10,000	-	10,000	
Total - Dept 903.00-CAPITAL OUTLAY-DDA		160,000	130,000	290,000	
Dept 903.05-2016 DDA DEVELOPMENT					
248-903.05-818.000	CONTRACTUAL SERVICES	-	60,000	60,000	
248-903.05-970.000	CAPITAL OUTLAY	-	300,000	300,000	
248-903.05-992.000	BONDING EXPENSE	-	46,700	46,700	
Total - Dept 903.05-2016 DDA DEVELOPMENT		-	406,700	406,700	
Dept 905.00-DEBT SERVICE					
248-905.00-991.120	REF DEBT PAYMENT TO ESCROW	-	4,568,790	4,568,790	2016 Refunding Bond
248-905.00-991.300	PRINCIPAL PAYMT-2003 DDA BONDS	80,000	-	80,000	
248-905.00-991.320	PRINC PAYMT-2040 CEDAR LAND CONTR	44,870	-	44,870	
248-905.00-991.340	PRINC PYMT-2052 CEDAR	25,000	-	25,000	
248-905.00-992.000	BONDING EXPENSE	-	40,700	40,700	2016 Refunding Bond
248-905.00-995.300	INTEREST PAYMT-2003 DDA BONDS	10,750	-	10,750	
248-905.00-995.320	INTEREST PYMT-2040 CEDAR LAND CONTR	2,030	-	2,030	
248-905.00-995.340	INTER PYMT-2052 CEDAR	940	-	940	
248-905.00-999.000	PAYING AGENT FEES	600	(100)	500	
248-905.00-999.220	TRANSFER OUT-392 2008 DDA BONDS	778,750	(85,250)	693,500	
Total - Dept 905.00-DEBT SERVICE		942,940	4,524,140	5,467,080	
TOTAL APPROPRIATIONS		1,620,840	5,102,220	6,723,060	
NET OF REVENUES/APPROPRIATIONS - FUND 248		(40)	928,870	928,830	
Beg. Fund Balance		1,855,372		1,855,372	
ENDING FUND BALANCE		1,855,332		2,784,202	

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	BUDGET REQUEST #2	2016 AMENDED BUDGET	NOTES
Fund 392 - 2008 DEBT RETIREMENT FUND					
ESTIMATED REVENUES					
392-000.00-698.020	BOND PROCEEDS	-	-	-	
392-000.00-699.065	TRANSFER IN FROM DELHI DDA	778,750	(85,250)	693,500	2016 Refunding Bond
Total Revenue		778,750	(85,250)	693,500	
Dept 905.00-DEBT SERVICE					
392-905.00-956.000	MISCELLANEOUS	-		-	
392-905.00-991.000	PRINCIPAL	539,890		539,890	
392-905.00-991.120	REFUNDED DEBT TO ESCROW	-		-	
392-905.00-992.000	BONDING EXPENSE	-		-	
392-905.00-995.000	INTEREST	238,360	(85,250)	153,110	
392-905.00-998.000	PAYING AGENT FEES	500		500	
Net - Dept 905.00-DEBT SERVICE		778,750	(85,250)	693,500	
TOTAL APPROPRIATIONS		778,750		693,500	
NET OF REVENUES/APPROPRIATIONS - FUND 392		-		-	
Beg. Fund Balance		-		-	
ENDING FUND BALANCE		\$ -		\$ -	

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: September 15, 2016

RE: Amendment No. 1 to Resolution No. 2015-026 – FY 2016
Brownfield Redevelopment Authority Fund Budget

Enclosed for your review and approval is Amendment No. 1 to Resolution No. 2015-026 - FY 2016 Brownfield Redevelopment Authority Fund Budget.

Revenues in the Local Site Remediation Fund are projected to decrease by \$5,420 as a result of a reduction in property values while expenditures in this fund are also projected to decrease by \$9,840. Therefore, fund balance will increase by \$4,420 from \$324,668 to \$329,088.

RECOMMENDED MOTION:

To adopt Amendment No. 1 to Resolution No. 2015-026 for the Fiscal Year 2016 Brownfield Redevelopment Authority Fund Budget.

DELHI CHARTER TOWNSHIP
 RESOLUTION NO. 2015-026
 F.Y. 2016 BROWNFIELD REDEVELOPMENT AUTHORITY BUDGET
 AMENDMENT NO. 1

At a regular meeting of the Delhi Charter Township board held on Tuesday, September 20, 2016, at 7:30 p.m., the following motion was offered by _____ to amend the Fiscal Year 2016 Brownfield Redevelopment Authority Fund Budget as follows:

Present:

Absent:

	2016 Adopted Budget	1st Budget Request	2016 Amended Budget
Local Site Remediation Fund			
Revenue			
Taxes	\$ 204,000	\$ (5,420)	\$ 198,580
Total Revenue	204,000	(5,420)	198,580
Expenditures			
Community and Economic Development			
Administration	20,300	15,160	35,460
Remediation	85,050	(25,000)	60,050
Total Expenditures	105,350	(9,840)	95,510
Revenues Over (Under) Expenditures	98,650	4,420	103,070
Beginning Fund Balance	226,018		226,018
Fund Balance, Ending	\$ 324,668		\$ 329,088

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on September 20, 2016.

 EVAN HOPE, TOWNSHIP CLERK

STATE OF MICHIGAN)

)SS

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a regular meeting held on the 20th day of September, 2016.

EVAN HOPE, TOWNSHIP CLERK

LSR Fund

GL NUMBER	DESCRIPTION	2016 BUDGET	BUDGET REQUEST #1	2016 AMENDED BUDGET	NOTES
REVENUES					
643-000.00-403.005	CURRENT PROP TAXES-AD VAL.	196,000	(5,240)	190,760	
643-000.00-403.020	CURR PROP TAX-2350 CEDAR	7,600	(300)	7,300	
643-000.00-403.030	CURR PROP TAX-BRNFLD #3	400	120	520	
Total Revenue		204,000	(5,420)	198,580	
EXPENDITURES					
Dept 735.00-LOCAL SITE REMEDIATION					
643-735.00-801.000	LEGAL FEES	20,000	15,000	35,000	
643-735.00-807.000	AUDIT FEES	300	160	460	
643-735.00-818.000	CONTRACTUAL SERVICES	60,000	-	60,000	
643-735.00-902.000	PUBLISHING/LLEGAL NOTICES	50	-	50	
643-735.00-935.001	SITE REMEDIATION	25,000	(25,000)	0	
Total - Dept 735.00-LOCAL SITE REMEDIATION		105,350	(9,840)	95,510	
TOTAL EXPENDITURES		105,350	(9,840)	95,510	
REVENUES OVER (UNDER) EXPENDITURES		98,650	4,420	103,070	
BEGINNING FUND BALANCE		226,018		226,018	
ENDING FUND BALANCE		324,668		329,088	

16) Supervisor's Report

17) Treasurer's Report

18) Clerk's Report

19) Trustee Reports

20) Manager's Report