

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON OCTOBER 20, 2009**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, October 20, 2009, in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, MI. Supervisor Goodrich called the meeting to order at 6:30 p.m.

Members Present: Supervisor Stuart Goodrich, Clerk Evan Hope, Treasurer Harry Ammon, Trustees Derek Bajema, John Hayhoe, Jerry Ketchum, Roy Sweet

Others Present: John Elsinga, Township Manager
Lt. Mike DeBruin, Delhi Division, Ingham County Sheriff's Office
Rick Royston, Fire Chief
Sandra Diorka, Director of Public Services
Tracy Carney-Miller, Director of Community Development
Darryl Albert, GIS Coordinator
Wendy Thielen, Asst. Twp. Mgr. of Human Resources
Tricia Vander Ploeg, Admin. Asst./Deputy Supervisor

BUSINESS

INGHAM COUNTY SHERIFF'S OFFICE/DELHI DIVISION – SEPTEMBER ACTIVITY REPORT

Lt. Mike DeBruin, Ingham County Sheriff's Office/Delhi Division, reported on the highlights of the Ingham County Sheriff's Office/Delhi Division September Activity Report (ATTACHMENT I).

COMMUNITY DEVELOPMENT DEPARTMENT – SEPTEMBER ACTIVITY REPORT

Tracy Miller, Director of Community Development, reported on the highlights of the Community Development Department September Activity Report (ATTACHMENT II).

FIRE DEPARTMENT – SEPTEMBER ACTIVITY REPORT

Rick Royston, Fire Chief, reported on the highlights of the Fire Department September Activity Report (ATTACHMENT III). Chief Royston also informed the Board that several area departments are in the process of developing a plan in order to ensure adequate coverage of the greater Lansing area in instances of high firefighter/EMS absenteeism due to the flu pandemic.

ARCGIS TECHNOLOGY PURCHASE

Tracy Miller, Director of Community Development, introduced Darryl Albert, GIS Coordinator. Ms. Miller reminded the Board that they have been talking about GIS for some time now and that this purchase would enable the Township to get GIS out to the citizens via the web and also enable GIS to be available to staff via their desktop computers or the web. GIS would enable staff to look up addresses, land splits and streetlight districts among other things at their own workstation. There are two viable options to help achieve our goal of making GIS more

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON OCTOBER 20, 2009**

available to staff and the public. The first option is to purchase GIS software called ArcServer Workgroup Standard edition at almost \$26,000 which includes the software, a server to deliver the information and training for staff. Workgroup Standard does limit the Township as to the number of internal users (ten) but staff who don't have this software could still access the information via the web like the public. The Workgroup Standard does have limited storage space which would make upload times a slower, but we are not anticipating it will be too slow where it would inhibit anyone. The second possible version is called ArcServer Enterprise Standard and has no hindrances but it does cost almost \$41,000. If we chose to purchase the Workgroup Standard version we have been told that we would be eligible to upgrade to the Enterprise Standard with a credit for the cost paid for the Workgroup Standard software portion. At this time, staff is recommending purchasing the Workgroup Standard package. Mr. Albert reported that he intends to have several copies of the aerial photography on the server and have different user groups access the various copies. He believes that this should help to speed up the download times, but that it will take a considerable amount of data storage space. It was asked if staff would be able to access this out in the field and Mr. Albert stated that they would through a laptop, tablet or phone via the web. Mr. Albert spoke about all of the data being compiled and very few being able to access it at this time. This software would allow anyone to access information and print it as needed such as maps of parcels including where sewer lines and water lines are in relation to the property and if it was buildable. The Drain Commissioner's office has used our information to check their assessment district with regards to the Cook and Thorburn Drain Project and it was done within a few hours because of the ability to pull up the maps with this criteria. However, they could have done this work themselves via our website with the software we're proposing to purchase. Trustee Bajema spoke about the economy and the recent decision not to fund three police officers and with the cost of the software feels maybe we are currently on par with other Townships of equal size. Ms. Miller did state that currently Delta Township and Meridian Township have very good GIS web-based applications and that many companies, when looking to move to an area, will do their research via the web and this information would allow them to view areas that could accommodate their business. Trustee Hayhoe asked if any of these applications would benefit the Fire Department. Because of time constraints, Supervisor Goodrich asked if we could continue this discussion during the Board meeting portion since it is also on that agenda. The Board concurred (ATTACHMENT IV).

RESOLUTION NO. 2009-036 – RESOLUTION SUPPORTING THE SUBMITTAL OF A GRANT APPLICATION TO THE STATE OF MICHIGAN DEPARTMENT OF LABOR AND ECONOMIC GROWTH BUREAU OF ENERGY SYSTEMS

Sandra Diorka, Director of Public Services, informed the Board that the State of Michigan received some federal money to establish grants for energy conservation. C2AE is helping the Township prepare a grant application for funds for energy conservation and to help the CSC become more energy efficient. The Township had planned and budgeted for an upgrade of the CSC HVAC system but it was ultimately eliminated from the 2010 budget. This would be a good way to try and complete that work through the grant program. The amount received is based on population with the minimum being \$50,000. The Township is applying for the maximum funding amount to enable the HVAC upgrade and to replace the CSC parking lot lights with LED as a demonstration project in hopes of maybe changing the Ordinance requirements to require LED lights for development in the future. Kevin Feuka, C2AE, spoke of the chances the Township has in receiving this grant based on previous energy efficiency projects (sheep, senior center, recycling). This grant is a no-match required grant and the

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON OCTOBER 20, 2009**

Township would be eligible to receive up to \$113,000 based on population. Currently the maintenance cost of running the CSC building is the same as what the Township pays in electric and gas each year. This shows that the Township would have a reoccurring savings by taking on this project. The grant application has been extended for another two weeks so it gives the Township some extra time in preparing the grant application (ATTACHMENT V).

PROPOSAL FOR PROFESSIONAL SERVICES FOR COOK AND THORBURN SANITARY SEWER REPLACEMENT FROM C2AE

Sandra Diorka, Director of Public Services, introduced Bob Farrier of C2AE and informed the Board that the Drain Commissioner is preparing to start their Cook and Thorburn drain project and part of the project includes the lowering of the sanitary sewer which sits in the Drain Commissioner's easement. Since we are in their easement it is our responsibility to move the sewer. Therefore, C2AE, who is very familiar with the project and design, was asked to prepare a proposal for engineering services to replace the sanitary sewer in the easement. The Drain Commissioner is preparing to let out bids in December so this work needs to begin as soon as possible. The Township then will be asking the Drain Commissioner to consider crediting our assessment for the cost of the work completed on the sewer (ATTACHMENT VI).

ADJOURNMENT

Meeting adjourned at 7:28 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

/tv

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON OCTOBER 20, 2009**

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, October 20, 2009 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Goodrich called the meeting to order at 7:33 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Supervisor Stuart Goodrich, Treasurer Harry Ammon, Clerk Evan Hope, Trustees Derek Bajema, John Hayhoe, Jerry Ketchum, Roy Sweet

Members Absent: None

Others Present: John Elsinga, Township Manager
Rick Royston, Fire Chief
Sandra Diorka, Director of Public Services
Tracy Carney-Miller, Director of Community Development
Darryl Albert, GIS Coordinator
Wendy Thielen, Assistant Township Manager of Human Resources
Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor

COMMENTS FROM THE PUBLIC

Paul Oliver, 2454 Veltema Drive, spoke regarding the resurfacing of Veltema Drive.

CONSENT AGENDA

- A. Approval of Minutes – Committee of the Whole Meeting of October 6, 2009
- B. Approval of Minutes – Regular Meeting of October 6, 2009
- C. Approval of Claims – October 6, 2009 (ATTACHMENT I).
- D. Approval of Payroll – October 15, 2009 (ATTACHMENT II).
- E. Set Public Hearing – FY 2010 Budgets – General Fund and Special Revenue & Debt Service Funds (ATTACHMENT III).

AMMON MOVED TO APPROVE THE CONSENT AGENDA ITEMS.

A Roll Call Vote was recorded as follows:

Ayes: Ketchum, Sweet, Ammon, Bajema, Goodrich, Hayhoe, Hope

MOTION CARRIED

NEW BUSINESS

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON OCTOBER 20, 2009**

AMENDMENT TO TOWNSHIP ORDINANCE NO. 96 – FIRE PREVENTION AND PROTECTION – HAZARDOUS SUBSTANCE CLEANUP AND ABATEMENT, INTRODUCTION AND FIRST CONSIDERATION

The Board reviewed memorandums dated October 13, 2009 from Twp. Mgr. Elsinga and October 5, 2009 from Rick Royston, Fire Chief (ATTACHMENT IV).

HAYHOE MOVED UPON INTRODUCTION AND FIRST CONSIDERATION TO AMEND DELHI TOWNSHIP ORDINANCE NO. 96, FIRE PREVENTION AND PROTECTION, WITH REGARDS TO CLEANUP AND ABATEMENT OF SUBSTANCE SPILLS (PROPOSED ORDINANCE NO. 96.02).

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Ammon, Bajema, Goodrich, Hayhoe, Hope, Ketchum

MOTION CARRIED

ARCGIS TECHNOLOGY PURCHASE

The Board reviewed memorandums dated October 16, 2009 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT V).

SWEET MOVED TO APPROVE THE PURCHASE OF ARCGIS SERVER STANDARD WORKGROUP SOFTWARE FROM ESRI, INC., A SERVER TO ACCOMMODATE THE GIS SYSTEM AND TRAINING FOR STAFF AT AN ESTIMATED COST OF \$25,736.80.

Discussion was held by the Board regarding the various uses for the ArcGIS software. Fire Chief Royston commented on the benefit of the Fire Department being able to access GIS information on site of a fire or incident. Trustee Bajema commented he would like to see the Fire Department Fire Equipment, Training and Apparatus Fund share the cost.

Amended Motion

BAJEMA MOVED TO AMEND THE MOTION TO HAVE FIFTY PERCENT (50%) OF THE COST PAID FOR BY THE FIRE EQUIPMENT, TRAINING AND APPARATUS FUND.

Roll Call Vote on Amended Motion

A Roll Call Vote was recorded as follows:

Ayes: Ammon, Bajema, Goodrich, Hayhoe, Hope, Ketchum, Sweet

MOTION CARRIED

Motion Now Reads

SWEET MOVED TO APPROVE THE PURCHASE OF ARCGIS SERVER STANDARD WORKGROUP SOFTWARE FROM ESRI, INC., A SERVER TO ACCOMMODATE THE GIS SYSTEM AND TRAINING FOR STAFF AT AN ESTIMATED COST OF \$25,736.80 WITH FIFTY PERCENT (50%) OF THE COST PAID FOR BY THE FIRE EQUIPMENT, TRAINING AND APPARATUS FUND.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON OCTOBER 20, 2009**

A Roll Call Vote was recorded as follows:

Ayes: Ammon, Bajema, Goodrich, Hayhoe, Hope, Ketchum, Sweet

MOTION CARRIED

RESOLUTION NO. 2009-036 – RESOLUTION SUPPORTING THE SUBMITTAL OF A GRANT APPLICATION TO THE STATE OF MICHIGAN DEPARTMENT OF LABOR AND ECONOMIC GROWTH BUREAU OF ENERGY SYSTEMS

The Board reviewed memorandums dated October 15, 2009 from Twp. Mgr. Elsinga and October 14, 2009 from Sandra Diorka, Director of Public Services (ATTACHMENT VI).

HOPE MOVED TO ADOPT RESOLUTION NO. 2009-036 SUPPORTING THE SUBMITTAL OF A GRANT APPLICATION TO THE STATE OF MICHIGAN DEPARTMENT OF LABOR AND ECONOMIC GROWTH BUREAU OF ENERGY SYSTEMS AND AUTHORIZES THE TOWNSHIP MANAGER TO EXECUTE THE GRANT APPLICATION ON BEHALF OF THE TOWNSHIP.

A Roll Call Vote was recorded as follows:

Ayes: Bajema, Goodrich, Hayhoe, Hope, Ketchum, Sweet, Ammon

MOTION CARRIED

PROPOSAL FOR PROFESSIONAL SERVICES FOR COOK AND THORBURN SANITARY SEWER REPLACEMENT FROM C2AE

The Board reviewed memorandums dated October 15, 2009 from Twp. Mgr. Elsinga and October 14, 2009 from Sandra Diorka, Director of Public Services (ATTACHMENT VII).

SWEET MOVED TO APPROVE THE PROPOSAL FROM C2AE FOR PROFESSIONAL SERVICES FOR COOK AND THORBURN SANITARY SEWER REPLACEMENT IN THE ESTIMATED AMOUNT OF \$18,600.

A Roll Call Vote was recorded as follows:

Ayes: Goodrich, Hayhoe, Hope, Ketchum, Sweet, Ammon, Bajema

MOTION CARRIED

ZONING AND DEVELOPMENT

AMENDMENT TO ZONING ORDINANCE NO. 39 – CASE NO. 09-862 – ELECTRONIC CHANGEABLE MESSAGE SIGNS (PROPOSED ZONING ORDINANCE NO. 39.154)

The Board reviewed a memorandum dated October 14, 2009 from Tracy Miller, Director of Community Development (ATTACHMENT VIII).

HOPE MOVED TO POSTPONE ITEM 6, AMENDMENT TO ZONING ORDINANCE NO. 39 – CASE NO. 09-862 – ELECTRONIC CHANGEABLE MESSAGE SIGNS (PROPOSED ZONING ORDINANCE NO. 39.154), TO THE NOVEMBER 4, 2009 BOARD MEETING.

SUBJECT TO APPROVAL

DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON OCTOBER 20, 2009

Clerk Hope commented that the ordinance amendment calls for the dimming of electronic changeable message signs from dusk to dawn versus being turned off from dusk to dawn but would like to research whether signs can be dimmed and the difficulty in doing so before proceeding with the amendment.

A Roll Call Vote was recorded as follows:

Ayes: Hayhoe, Hope, Ketchum, Sweet, Ammon, Bajema, Goodrich

MOTION CARRIED

REPORTS

SUPERVISOR

Supervisor Goodrich reminded the Board of the Township's Tree Lighting Ceremony on Wednesday, December 2, 2009.

Supervisor Goodrich received a letter from Meridian Township inviting the Board members to participate in the 8th annual joint local governments meeting hosted by Meridian Township on November 5, 2009 at 6:00 p.m.

Supervisor Goodrich commented that he and Twp. Mgr. John Elsinga attended Michigan State University's ribbon cutting ceremony for the re-opening of Farm Lane.

CLERK

CHANGE IN DECEMBER 1, 2009 BOARD MEETING TIME

Clerk Hope informed the Board that the Cedar Street Charrette public information meeting has been scheduled for December 1, 2009 at 7:00 p.m. at Charlar Place. However, the Board is scheduled to adopt the FY 2010 budgets at their 7:30 p.m. December 1, 2009 Board meeting. Therefore, Clerk Hope would like to cancel the Committee of the Whole meeting and reschedule the Township Board meeting for December 1, 2009 at 6:00 p.m. with the budgets being the only items for consideration that night. This will come back to the Board for a vote at the November 4, 2009 Board meeting.

TRUSTEES

Trustee Hayhoe reminded the Board of the Downtown Development Authority's Business Expo on Wednesday, October 21, 2009 from 6:00 p.m. to 8:00 p.m. He also thanked the Board members and staff who attended the open houses for two new local businesses on October 15, 2009.

TOWNSHIP MANAGER

Twp. Mgr. Elsinga reported on the completed parking lot. The board approved funding for the parking lot at approximately \$160,000 but the DDA paid for all but \$18,000 of the construction

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON OCTOBER 20, 2009**

costs. Additionally, the Township offered to pay for the engineering costs associated with the project for \$11,000 or 7.5% of construction costs. Therefore, the Township's total contribution for the parking lot paving was \$29,000.

Twp. Mgr. Elsinga reported that the Michigan Townships Association and the Michigan Municipal League are inviting municipalities to attend a Revenue Sharing Rally at the Capitol on October 22, 2009 at 11:30 a.m.

Twp. Mgr. Elsinga also reported that the Township participated in a benchmarking survey to evaluate the Township on services compared to the other 39 participating communities. He received the final report today and will be reviewing it.

LIMITED PUBLIC COMMENTS

ADJOURNMENT

Meeting adjourned at 8:17 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

/tv

SUBJECT TO APPROVAL

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 Trustees
FROM: Lt. Michael J. DeBruin
DATE: October 15, 2009
RE: September 2009 Monthly Report

HILIGHTED CASES & INCIDENTS:

- 09-01-09 Dep. Grant responded to a Malicious Destruction of Property to a Motor Vehicle complaint which occurred in the 4200 block of Dallas. Suspect(s) had slashed the tires of several vehicles in the parking lot. A potential suspect has been identified. This case is under investigation.
- 09-02-09 Dep. Grant responded to a subject with a gun in the 5400 block of Caplina. The victim stopped his vehicle near the suspect's yard and threw a pop bottle in the yard. The suspect pointed a BB gun at the victim and ordered him to pick up the pop bottle. The victim thought the suspect was pointing a shotgun at him. Charges of Felonious Assault are being sought in this case.
- 09-01-09 Dep. Rogers investigated a Breaking & Entering of a pole barn in the 2300 block of West. Suspect(s) entered the victim's pole barn and stole a number of power tools. This case is under investigation.
- 09-04-09 Dep. Shattuck responded to a Domestic Assault in the 2800 block of Caleta. The investigation revealed the victim and her daughter were threatened bodily harm by the victim's son, armed with a knife. The suspect was also threatening suicide. The suspect was taken into protective custody and turned over to Community Mental Health. Charges were sought and granted for the charges of Felonious Assault, 2 counts.

- 09-05-09 Sgt. Southwick investigated a Larceny From Auto which occurred in the 2200 block of Thornwood. Suspect(s) smashed out the driver's door window of the victim's vehicle and took an iPod. This case is under investigation.
- 09-09-09 Dep. Treat stopped a subject on a bicycle for throwing a beer can in the street at Willoughby and Cedar Park. The subsequent investigation revealed the subject to be in possession of marijuana. The subject was charged with Possession of Marijuana and Littering.
- 09-09-09 Dep. Rogers investigated a Breaking & Entering that occurred at Jordon Roofing located at 2018 Cedar St. Suspect(s) entered the business by kicking in the back door. Suspect(s) took a tool box containing cordless power tools and other assorted power tools. This case is under investigation.
- 09-11-09 Dep. Huhn stopped a vehicle at Bishop & Frank for speeding. The subsequent investigation revealed the driver to be intoxicated. The driver was arrested and lodged on a charge of Operating While Intoxicated 1st.
- 09-13-09 Dep. Brower investigated a Home Invasion which occurred in the 1800 block of Adelpha. Suspect(s) entered the victim's residence and took his wallet containing cash. Suspect(s) then entered the victim's vehicle and took more cash. This case is under investigation.
- 09-14-09 Dep. Rogers investigated a Home Invasion which occurred in the 5100 block of Amsterdam. A witness saw the suspect enter the victim's residence when the victim was not at home. The witness then saw the suspect leave the residence and took a picture of him doing so. Nothing was reported missing. The suspect was identified and a charge of Home Invasion is being sought.
- 09-18-09 Dep. Shattuck investigated a Home Invasion which occurred in the 5000 block of Tulip Way. Suspect(s) entered the victim's residence and took a large number of rolled quarters and gold coins from the victim's safe (the safe does not lock). The quarters were cashed in at the South Pennsylvania Meijer store. This case is under investigation.
- 09-20-09 Dep. Khan investigated an Assault & Battery which occurred in the parking lot of the CVS Pharmacy located at 2240 Cedar St. The victim was assaulted by the suspect because the suspect was not happy with the way the victim was driving in the parking lot. The suspect was identified and charges of Assault & Battery are being sought.
- 09-23-09 Dep. A. Harrison investigated a Prescription Fraud which occurred at the Rite Aid Pharmacy located at 2263 Cedar St. The female suspect phoned in a fraudulent prescription and attempted to pick it up. Officers were contacted while the suspect was in the store but just missed her upon their arrival. This case is under investigation.

- 09-24-09 Dep. A. Harrison investigated a Malicious Destruction of Property complaint involving mailboxes in the 1900 block of Aurelius. Investigation revealed the suspects damaged two mailboxes, turned over two trash containers and struck a subject in the back of the head with a newspaper. The suspects have been identified and charges of Malicious Destruction of Property are being sought against both suspects.
- 09-24-09 Dep. Treat stopped a vehicle at Keller and Cedar for no head lights. The subsequent investigation revealed the driver to be intoxicated. The driver was arrested and lodged on a charge of Operating While Intoxicated 2nd.
- 09-26-09 Dep. Lo investigated a Malicious Destruction of Property which occurred in the Delhi Manor Mobile Home Park located at 4075 W. Holt Rd. The suspects damaged the exterior of the victim's residence. The suspects were identified and their parents agreed to pay for the damage so no prosecution will be sought.
- 09-28-09 Dep. Hutting investigated a Breaking & Entering which occurred in the 2000 block of Cedar St. The victim claimed the suspect took copper tubing from the location. The suspect had been under contract to do plumbing work for the victim but the victim had terminated the contract. The investigation revealed the suspect had taken the copper tubing during a time when the victim was present and officers were summoned to the scene to settle a civil dispute. It was determined this was a civil issue and no prosecution would be sought.
- 09-28-09 Dep. Richards investigated a Home Invasion which occurred in the 2400 block of Sanibel Hollow. Suspect(s) kicked in the front door of the victim's residence. Taken were treasury notes, items of jewelry, two laptop computers and cash. This case is under investigation.
- 09-28-09 Dep. Hutting investigated a Home Invasion which occurred in the 1300 block of Van Buren. The suspect entered the residence and took cash. The suspect was identified and confessed to the Home Invasion and taking the cash. Charges of Home Invasion are being sought.
- 09-29-09 Dep. Lo investigated a stolen vehicle complaint at Waverly and Holt. The vehicle was John Deere Skid Steer and was left at the scene on the 25th since the work crew using it was returning on the 29th day and would need it. Upon their arrival they found the equipment gone. This case is under investigation.
- 09-30-09 Dep. Shattuck investigated a motor vehicle crash at Holt and Aurelius. During the investigation Dep. Shattuck learned that one of the drivers had been assaulted by the other driver because of the accident. Charges of Assault & Battery are being sought.

STATISTICS:

In September 2009, deputies took 619 written/blotter complaints. They made 138 arrests (of which 106 were self initiated). Deputies issued 193 citations. Deputies conducted 270 business/property checks, made 70 liquor inspections and spent 157 hours in Community Policing. Deputies participated in 234 hours of training.

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. DeBruin
FROM: Dep. P. Richards
DATE: 10/07/09
RE: September Monthly

MONTHLY STATISTICS:

Traffic Stops: (45)
Citations: (3)
Arrests: (1)MSD
Complaints: (20)
Blotters: (11)
Property Checks: (14)
School Checks: (3)
Comm. Pol. Hrs: (28.5)

COMMUNITY POLICING HIGHLIGHTS:

I met with the neighborhood watch coordinator for the Hearthside Acres I. We discussed placement of a neighborhood watch sign(s) on their street for identification of being an organized neighborhood watch. We also discussed a neighbor issue with children playing in the road on a cul-de-sac. Coordinator is presently working on acquiring names and addresses if this was to occur again. I also advised that if happens that she is to call us.

I met with the neighborhood watch coordinators for Cedar Heights subdivision. We discussed neighbor issues involving construction within the subdivision. The subdivision is in the last phases of construction. We also discussed an intermittent problem of neighbors parking on their

lawns. They also mentioned that children are still walking on the street instead of using the sidewalks. I advised that when on patrol and these items are seen that I will speak with the individuals at that time.

I met with the coordinator/manager of Woodland Lakes Estates. We are currently developing a working neighborhood watch group to be installed over the next month at their complex. A late October meeting is being planned for the entire complex. This meeting will help acquire additional tenants that are needed to fill empty watch captain positions. The long range plan is to have a Christmas party at their club house.

I patrolled on bike for this month. Many neighborhoods were patrolled on bike. Several schools and businesses were checked. Several residents were spoken to with many issues and concerns expressed to me. I also found several young bicyclists that were wearing helmets. These young riders were rewarded with coupons to a local business for various prizes.

I spoke to the American Woman Business Association's annual meeting that took place at Delhi Café. I spoke in front of twenty plus men and women on the issue of Identity theft and the protection from having it occurring to you. I also fielded many questions on various topics and subjects from the assembly.

OTHER HIGHLIGHTS:

I investigated a two car personal injury accident at the corner of Harper and Aurelius Rds. I both vehicles towed from the scene. Both drivers (only people involved) were taken to the hospital for evaluations and treatment. I found the at-fault driver to have an improper plate; no insurance at all; suspended; and failing to yield while turning left. The at-fault driver was cited for offenses. The report has been sent up to the Ingham County Prosecutor's Office for their review.

I investigated a Home Invasion on Sanibel Hollow. Suspect(s) kicked in the front door of the house and removed many items from the home. Larger items taken were a desk top computer/printer and an electric keyboard. An itemized list has been developed by the homeowner. All items with a serial number was entered into LEIN. Latent prints were recovered at the home and sent to the MSP's crime lab for analysis. No suspects at this time.

I also investigated a larceny of a bicycle at the skate park. The victim stated that she had registered her bicycle just recently at the Sheriff/CPO booth while attending the Holt Hometown Days festival. Her registration card was on file with our department. The serial number was then placed into LEIN as a stolen bicycle. No suspects.

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: Sgt. Danielle Patrick
FROM: Deputy Mary Brower #5353
DATE: Friday, October 02, 2009
RE: September 2009 Monthly

MONTHLY STATISTICS

Arrests:	0
Traffic Stops:	20
Citations:	14
Community Policing Hours:	22
Complaints:	21
Business / Area / Property Checks:	6
Liquor Inspections:	0
School Contacts:	6
Neighborhood Watch Meetings:	1

COMMUNITY POLICING HIGHLIGHTS

During the month of September I conducted my first Neighborhood Watch meeting with the 8 active members of the Windmill Trailer Park. The Coordinator requested that he, the manager and I meet to talk about ways to make the Neighborhood Watch Program work efficiently for them as a community. Other members agreed that they currently need some guidance pertaining to the effectiveness of the program. Some members voiced their concerns about other problems in the park, which included loud noises, speeding vehicles and unattended children. The next Neighborhood Watch meeting is scheduled for the end of October. Prior to the next meeting I plan to meet separately with the members of the Neighborhood Watch to discuss some concerns they did not feel should be spoken about out loud. I have also met privately with the manager of the park to discuss other problems they are having with children and their parents.

With the start of the school year complaints have been received from concerned parents and school staff about the carelessness of individuals dropping off and picking up students. These complaints included parking in the fire lanes, speeding in the school zones and not making complete stops at stop signs. After receiving such complaints I conducted speed enforcement, watched the traffic coming and going from the school and checked the fire lane for violations. Additional patrol is needed in the school zones to ensure the safety of both students and parents. I also took enforcement action against 4 students that were smoking in the parking lot at Holt Central High School. Contact was made with the Principal about the smoking issue; she agreed that additional patrols may be necessary to curb the delinquency of the students.

A Neighborhood Watch for the residents on Quail Ridge is in the beginning stages. At the beginning of the month I received an email from the President of the Neighborhood Association requesting information pertaining to Neighborhood Watch. The Association meets once a month, which will give the Community Policing Division an opportunity to discuss crime prevention tips with the group.

During the month I also sent emails out to members of other Neighborhood Watch groups, introducing myself as their new Community Policing Officer and inquiring if they had any concerns for their area. There has been less response then I hoped, additional contact with the members will be necessary.

Lastly I conducted speed enforcement in areas of the Township that seems to have the most violations: these areas included Windmill Trailer Park, McCue near Antler, Chisholm at Anchor, Grovenburg at Nancy and the 35 mile per speed zone on Eifert Road. Simply by sitting in these areas I believe I have made an impact on the speeding, but continued enforcement is needed.

OTHER HIGHLIGHTS:

I responded to 22 complaints during the month of September, along with continuing to investigate incidents that occurred during the month of August.

I responded to Huntly Villa for a Home Invasion report. The victim reported that her child's father kicked the door in while she was at home, and took \$700.00 before leaving. The victim did not want to pursue charges against the suspect but requested assistance in the monies return. The suspect was later contacted, he admitted to taking the money and agreed to return it and make repairs to the door.

I investigated another Home Invasion that occurred at Sugar Pine Apartments. During daylight hours a male subject entered the victim's apartment and possibly took rare gold coins. The investigation is still ongoing, a suspect has been identified.

I took a complaint from a local Doctor's office about a prescription fraud. The office manager at the doctor's office advised that an individual(s) attempted to call in prescriptions to local pharmacies disguising themselves as an employee of the doctor's office. The prescriptions were not filled as the caller used an incorrect DEA number. This investigation is still ongoing; I am making every attempt to identify the suspect(s).

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: Sergeant Patrick
FROM: Deputy Annie Harrison #5371
DATE: October 2, 2009
RE: September Monthly

MONTHLY STATISTICS

Arrests:	7 misdemeanor
Traffic Stops:	9
Citations issued:	9
Community Policing Hours:	26.2
Complaints Taken:	38
Business / Area / Property Checks:	36
Liquor Inspections / Checks:	2
School Contacts:	11
Neighborhood watch meetings:	5

COMMUNITY POLICING HIGHLIGHTS

I attended the Delhi Manor Mobile Home Park Neighborhood Party. I arranged to have the seatbelt convincer, a visit from McGruff the Crime Dog, Child Identification and Bicycle Registration. With the assistance of the Explorers, the event was a huge success and was both enjoyable and informative for the neighbors. I obtained almost 50 bicycle registrations and child identifications – both excellent pro-active policing tools and a service provided to the Township by the Community Police Officers.

With the beginning of the new school year, the Community Police Officers prepared a list of school safety tips to be provided to the Schools. I visited each school in my district welcoming students back to school and meeting with administration to determine any issues surfacing this 2009-2010 school year. Many of the schools are expressing a concern for the

safety of the students due to careless motorists in the parking lots. Schools are noticing an increase of road rage and basic traffic violations at the beginning and end of school. The Community Police Officers are formulating a safe driving campaign and increasing officer patrols around the schools.

Also due to the start of school, I received a School Bus Stop Law Violation from the Holt Public Schools Transportation Department. I was able to make contact with the offending motorist and received a confession to the violation. The motorist was cited for violation of the School Bus Stop Law.

Weather permitting, I have continued regular patrols on bicycle to many sections of my neighborhoods, including, Huntley Villa, Kiwanis Park, the Skate Park, Sycamore Elementary Playground, and Junior High School Softball Diamond, particularly after school events at these locations.

I responded to a report of a Malicious Destruction of Property of Mailboxes in progress on Aurelius Road. This has been an ongoing neighborhood issue in my district. I was already patrolling in my area when the call came out; therefore I had a quick response time. I was able to locate two suspects and three witnesses to the crime at the 7-11 Store. Criminal charges are pending for MDOP Mailbox.

Delhi Police and Fire have had repeated, ongoing calls to a particular residence in my district. I was able to involve the Township Code Enforcement and Adult Protective Services in looking for a solution. The continuous unnecessary calls to this residence have since ceased.

I met with a citizen interested in leading a Neighborhood Watch for the Holbrook Hills subdivision. This is still in the planning stages.

I made contact with all my Neighborhood Watch leaders and provided them with information on National Preparedness Month.

OTHER HIGHLIGHTS

I received three criminal sexual conduct investigations this month. I conducted two forensic interviews at the Angel House and two forensic interviews at the Delhi Office, for my cases and other deputies cases.

I responded to several Assaults involving family members.

I responded to a Personal Injury Accident at Holt and Wigman. Minor injuries only.

I responded to the Rite Aid Pharmacy for a report of a fraudulent prescription. I am working together with Deputy Mary Brower, who also took several of these reports, to obtain further suspect information. I have taken surveillance to the Technical Services Unit for analysis.

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: Sgt. Patrick
FROM: Dep. Brad Delaney
DATE: October 5, 2009
RE: September Business Officer Monthly Report

Total Complaints:	22
Traffic Stops:	5
Citations Issued:	1
Property / Business Checks:	13
Community Policing Hours:	12.2
Liquor Inspections:	2
School Contacts:	1
Training/Instructor Hours:	80.8

Community Policing Highlights:

As noted above I spent a great deal of time in training and instructing this month. I spent several days as a precision driving instructor teaching at Michigan International Speedway.

I am currently working on a Facebook page to better distribute information to local businesses and citizens. I feel this internet page will be an easy way to update people with criminal activity, suspect descriptions and trends as well as have an open communication with more people.

On 9-9-09 I was the guest speaker at the Greater Lansing Golden K Kiwanis meeting. I spoke to the group about fraud prevention and how not to become victims of scams. I reminded the group that if it seems too good to be true, it probably is.

On 9-17-09 I attended the Holt Dimondale School Business Alliance meeting. This meeting was particularly interesting for me because the guest speaker was from the FBI. He spoke about domestic terrorism and domestic terrorist groups. My presence at these meetings assist with the

communication between myself and the local business owners. I am able to see and talk with several people within a short period of time.

On 9-24-09 I attended the Gang Task Force meeting at the Lansing Police Department. I traded information with the group about current gang members and their associates. Several students attending Holt Central High School have been identified as gang members.

Respectfully submitted,

Dep. Brad Delaney

DELHI CHARTER TOWNSHIP
Department of Community Development
September 2009 Activity Report

New Permits:

<u>Category</u>	<u>DDA Area Permits</u>	<u>Total Permits</u>	<u>Total Inspections</u>
Building	16	86	105
Electrical	7	27	49
Mechanical	6	23	58
Plumbing	18	29	43
Fire Inspections	N/A	N/A	53
Totals	47	165	308

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	4	31
Soil Erosion Waivers	0	0	0
APA Projects	0	2	25
Totals	0	6	56

New Code Enforcement Cases:

<u>Category</u>	<u>DDA Area Cases</u>	<u>Total Cases</u>
Building Maintenance	4	7
Fence Violation	0	1
Junk & Debris	5	7
Junk Vehicles	4	7
Miscellaneous	3	5
Noxious Weeds	5	23
Sidewalk Snow	0	0
Sign	2	5
Site Plan	0	0
Yard Parking	0	1
Improper Zoning Use	2	4
Totals	25	60
Total # of Inspections	111	

Rental Program Information:

Number of New Registered Rental Properties	2
Number of Rental Reinspections	5
Number of Rental Investigations	3
Number of Rental Cycle Inspections	8

Civil Infraction/Abatement Information:

Abatement/Clean-ups	30
<i>Abatement/Clean-up Fees Issued (Year to Date)</i>	\$22,150.55
Civil Infractions Issued	3
<i>Civil Infraction Fines Issued (Year to Date)</i>	\$3,200.00

DELHI CHARTER TOWNSHIP
Building Permit Details

of

DDA? Permits

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	Permits
COMMERCIAL ALTERATION							
PB09-328	1284 N CEDAR ROAD	BIKERS CHURCH A MOUNT HOPE	SKATE PARK RAMPS IN EXISTING BUILDING AND USE CHANGE	\$2,000	\$50.00	Y	
PB09-339	779 N COLLEGE	ZIMMERMAN INC, PAUL	NO BUILDING MODIFICATIONS REPLACE BLEACHERS	\$160,000	\$1,056.00	Y	
				\$162,000	\$1,106.00		2
COMMERCIAL MISCELLANEOUS							
PB09-282	2120 DEPOT	SUDS PROPERTIES LLC	INSTALL AWNINGS	\$3,000	\$50.00	Y	
				\$3,000	\$50.00		1
COMMERCIAL NEW STRUCTURE							
PB09-310	2345 EIFERT ROAD	PLACER, DONALD W	25' X 50' POLE BARN WITH 10' CEILING, SHINGLED ROOF AND MEDAL SIDEWALLS.	\$22,500	\$151.80		
				\$22,500	\$151.80		1
DECK							
PB09-300	3630 FERNWOOD LANE	PREVOST, CHRISTINA	BUILDING DECK OFF BACK OF HOUSE	\$1,278	\$50.00	Y	
PB09-332	5729 LADDERBACK	TEACHOUT BUILDERS, INC	INSTALLING DECK ON REAR OF HOUSE	\$2,088	\$50.00		
PB09-340	1562 CATALINA DRIVE	HOLT BUILDERS LLC	BUILDING A 14' X 18' DECK BEHIND GARAGE	\$4,350	\$50.00		
				\$7,716	\$150.00		3
DEMOLITION							
PB09-288	4075 HOLT ROAD # 116	RICHARD DEE	DEMOLITION OF MOBILE HOME	\$0	\$50.00		
PB09-287	4075 HOLT ROAD # 115	RICHARD DEE	DEMOLITION OF MOBILE HOME	\$0	\$50.00		
PB09-362	4075 HOLT ROAD # 041	TILLOTSON, KEVIN	DEMOLITION OF MOBILE HOME	\$0	\$50.00		

DELHI CHARTER TOWNSHIP
Building Permit Details

of

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	Permits
				\$0	\$150.00		3
FENCE							
PB09-297	2136 COOLRIDGE	DANCER, DEREK	INSTALL SIX FOOT WOOD PERIMETER FENCE	\$0	\$50.00	Y	
PB09-309	6264 MCCUE ROAD	GIERMAN, DANIEL T & DAWNEL	INSTALL SPLIT RAIL PERIMETER FENCE	\$0	\$50.00		
PB09-312	3560 SORORITY LANE	CHIZICK, JAYSON A & SARA A	INSTALLATION OF 6FT VINYL PRIVACY FENCE IN THE REAR YARD.	\$0	\$50.00		
PB09-311	4370 KEELSON	TOUCHETTE, JERRY W & COLET	INSTALLATION OF PERMETER FENCE IN REAR YARD.	\$0	\$50.00	Y	
PB09-317	1950 CROMWELL STREET	THURMAN, MICHAEL R & DANA	INSTALLING 6' HIGH SOLID FENCE IN SIDE YARD.	\$0	\$50.00		
PB09-314	2154 COOLRIDGE	TUCKER, TODD & SHELLY	INSTALLING 6' PRIVACY FENCE ALONG REAR PROPERTY LINE, CONNECTING TO EXISTING FENCE ALONG SIDE YARDS AND INSTALL FENCE BETWEEN HOUSE AND DETACHED GARAGE.	\$0	\$50.00	Y	
PB09-313	1160 GROVENBURG	MEUNIER, JOSEPH AND TERRY	INSTALLING 5' FENCE IN REAR YARD - NOT PERIMETER FENCE	\$0	\$0.00		
				\$0	\$300.00		7
RESIDENTIAL ALTERATION							
PB09-281	3540 LAUREATE DRIVE	RIDGELINE	REMODEL MUD ROOM AND BUMP-OUT DINING ROOM PATIO DOOR	\$10,000	\$60.00		
PB09-286	2028 ADELPHA AVENUE	JAY LEE VINCENT	REPLACE EXTERIOR PLYWOOD, WINDOWS AND RE-DRYWALL INTERIOR	\$6,200	\$50.00		
PB09-316	2282 GROVENBURG	KITCHEN SHOP	OMITING 1 DOOR AND INSTALLING POCKET DOOR - REMOVING 4' WALL	\$10,000	\$60.00		
PB09-315	2162 PARK LANE	CARPENTRY PLUS BUILDING CO.	REBUILD 2 10' SECTIONS OF WALL AT BACK OF HOUSE BECAUSE OF WATER DAMAGE AND ROT.	\$5,000	\$50.00	Y	
				\$31,200	\$220.00		4
RESIDENTIAL DWELLING/GARAGE							

DELHI CHARTER TOWNSHIP
Building Permit Details

of

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	Permits
PB09-291	3935 SUNSHINE PEAK	MAYBERRY HOMES, INC.	RESIDENTIAL CONSTRUCTION OF SINGLE FAMILY HOME	\$165,440	\$996.00		
				\$165,440	\$996.00		1
RESIDENTIAL MISCELLANEOUS							
PB09-284	6250 QUAIL RIDGE	COMA CONSTRUCTION	COMPLETION OF SINGLE FAMILY HOME	\$264,622	\$1,590.00		
PB09-283	4258 BOND STREET	JORDAN ROOFING	TEAR OFF AND RE-ROOF SIX UNITS	\$8,000	\$50.00	Y	
PB09-292	2400 WASHINGTON ROAD	MOTHERSELL, ROBERT W & DA	TEAR OFF & RE-ROOF (HOUSE ONLY) GARAGE IS SECOND LAYER OF SHINGLES	\$8,000	\$50.00		
PB09-290	2219 ASPENWOOD DRIVE	MOREFIELD CONSTRUCTION	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-289	2274 MOORWOOD DRIVE	MOREFIELD CONSTRUCTION	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-285	2411 WASHINGTON ROAD	BALL'S GUTTER HELMET OF MID	TEAR OFF AND RE-ROOF	\$6,000	\$50.00		
PB09-296	2304 CHISHOLM COURT	ELIEFF BROTHERS ROOFING INC	TEAR OFF AND RE-ROOF	\$8,000	\$0.00		
PB09-295	5680 AMBLER STREET	GARN RESTORATION SERVICES IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-294	2280 LOCH WOODE COURT	GARN RESTORATION SERVICES IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-293	2175 MEADOWLAWN DRIVE	GARCIA, ANGEL & ROSARIO	INSTALLING CARPORT	\$6,804	\$50.00	Y	
PB09-299	5190 RUNNYMEDE	KNOY, THOMAS CHOCKY	TEAR OFF AND RE-ROOF	\$7,800	\$50.00		
PB09-298	2304 CHISHOLM COURT	KNOY, THOMAS CHOCKY	TEAR OFF AND RE-ROOF	\$7,600	\$50.00		
PB09-301	2269 MOORWOOD DRIVE	MOREFIELD CONSTRUCTION	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-303	2305 LOCH WOODE COURT	GARN RESTORATION SERVICES IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		

DELHI CHARTER TOWNSHIP
Building Permit Details

of

DDA? Permits

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	Permits
PB09-302	2281 ANCHOR COURT	RANDALL ROOFING & SIDING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-308	2287 ANCHOR COURT	MOREFIELD CONSTRUCTION	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-307	2145 MOORWOOD DRIVE	MOREFIELD CONSTRUCTION	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-306	2145 ASPENWOOD DRIVE	MOREFIELD CONSTRUCTION	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-305	2155 MOORWOOD DRIVE	MOREFIELD CONSTRUCTION	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-304	2323 ANCHOR COURT	MOREFIELD CONSTRUCTION	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-321	2285 LOCH WOODE COURT	GARN RESTORATION SERVICES IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-320	5681 AMBLER STREET	GARN RESTORATION SERVICES IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-319	2295 LOCH WOODE COURT	GARN RESTORATION SERVICES IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-318	4865 SUGARBUSH LANE	RYAN CUSHMAN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-327	2656 HYDRA DRIVE	PALMER CONSTRUCTION SERVIC	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-326	4413 TUSCANY LANE	PALMER CONSTRUCTION SERVIC	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-323	5741 AMBLER STREET	JIMMERSON ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-331	2390 ROLLING RIDGE	GARN RESTORATION SERVICES IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-330	2650 SANIBEL HOLLOW	GARN RESTORATION SERVICES IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-329	1975 ONONDAGA ROAD	GARN RESTORATION SERVICES IN	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		

DELHI CHARTER TOWNSHIP
Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	Permits
PB09-325	5721 AMBLER STREET	JIMMERSON ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$100.00		
PB09-324	4609 WILCOX ROAD	JIMMERSON ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-334	2210 MOORWOOD DRIVE	FEDEWA MICHAEL & DEBORAH	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-333	3718 OBSERVATORY	PINNACLE EXTERIOR REMODELI	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-338	2316 ANCHOR COURT	ROOFING SERVICE SPECIALIST	TEAR OFF AND RE-ROOF	\$7,000	\$50.00		
PB09-337	5751 AMBLER STREET	ROOFING SERVICE SPECIALIST	TEAR OFF AND RE-ROOF	\$7,000	\$50.00		
PB09-336	2325 LOCH WOODE COURT	RANDALL ROOFING & SIDING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-335	2523 MIRIAM STREET	HANSON'S WINDOW AND CONST	TEAR OFF AND RE-ROOF	\$4,000	\$50.00	Y	
PB09-343	2039 DEAN AVENUE	SIMON ROOFING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-342	1969 DEAN AVENUE	SIMON ROOFING	TEAR OFF AND RE-ROOF	\$6,000	\$50.00		
PB09-341	2356 GUNN ROAD	CS ROOFING CO. LLC	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-361	2199 ASPENWOOD DRIVE	MOREFIELD CONSTRUCTION	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-360	2191 MOORWOOD DRIVE	MOREFIELD CONSTRUCTION	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-359	2161 MOORWOOD DRIVE	MOREFIELD CONSTRUCTION	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-358	2322 ANCHOR COURT	MOREFIELD CONSTRUCTION	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-357	2371 ROLLING RIDGE	GRAY, DENNIS	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		

DELHI CHARTER TOWNSHIP
Building Permit Details

of

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	Permits
PB09-356	2325 BUSH HILL	GRAY, DENNIS	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-355	2347 ANCHOR COURT	RICHARD SPIERS BUILDER	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-354	5051 WILLOUGHBY ROAD	S & S CONTRACTING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-353	5051 WILLOUGHBY ROAD	S & S CONTRACTING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-352	5051 WILLOUGHBY ROAD	S & S CONTRACTING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-351	5051 WILLOUGHBY ROAD	S & S CONTRACTING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-350	5051 WILLOUGHBY ROAD	S & S CONTRACTING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-349	5051 WILLOUGHBY ROAD	S & S CONTRACTING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-348	5051 WILLOUGHBY ROAD	S & S CONTRACTING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-347	5051 WILLOUGHBY ROAD	S & S CONTRACTING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-346	5051 WILLOUGHBY ROAD	S & S CONTRACTING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00	N	
PB09-345	5051 WILLOUGHBY ROAD	S & S CONTRACTING	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
PB09-344	2310 LOCH WOODE COURT	GATLIN, CHARLES	TEAR OFF AND RE-ROOF	\$8,000	\$50.00		
				\$716,826	\$4,490.00		59
RESIDENTIAL STORAGE/GARAGE							
PB09-322	4634 HOLT ROAD	GUENTHER, STEVEN G & PATRICI	ATTACHED GARAGE WITH BREEZEWAY	\$17,640	\$108.00		
				\$17,640	\$108.00		1

DELHI CHARTER TOWNSHIP
Building Permit Details

of

DDA? Permits

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	Permits
SIGN							
PS09-016	2493 CEDAR STREET	AVER SIGN CO.	INSTALLING 106.60 SQ FT CANOPY SIGN	\$0	\$157.00	Y	
PS09-018	4308 HOLT ROAD	EXPEDITE THE DIEHL	INSTALL 11.7 WALL SIGN	\$0	\$62.00	Y	
PS09-017	4308 HOLT ROAD	EXPEDITE THE DIEHL	31.25 SQUARE FOOT FREE STANDING SIGN	\$0	\$82.00	Y	
PS09-015	2493 CEDAR STREET	VENTURE GRAFIX	CONSTRUCTION SIGN PERMIT	\$0	\$116.00	Y	
				\$0	\$417.00		4

Totals:	\$1,126,322	\$8,138.80	86
----------------	--------------------	-------------------	-----------

SUMMARY OF CONSTRUCTION VALUES

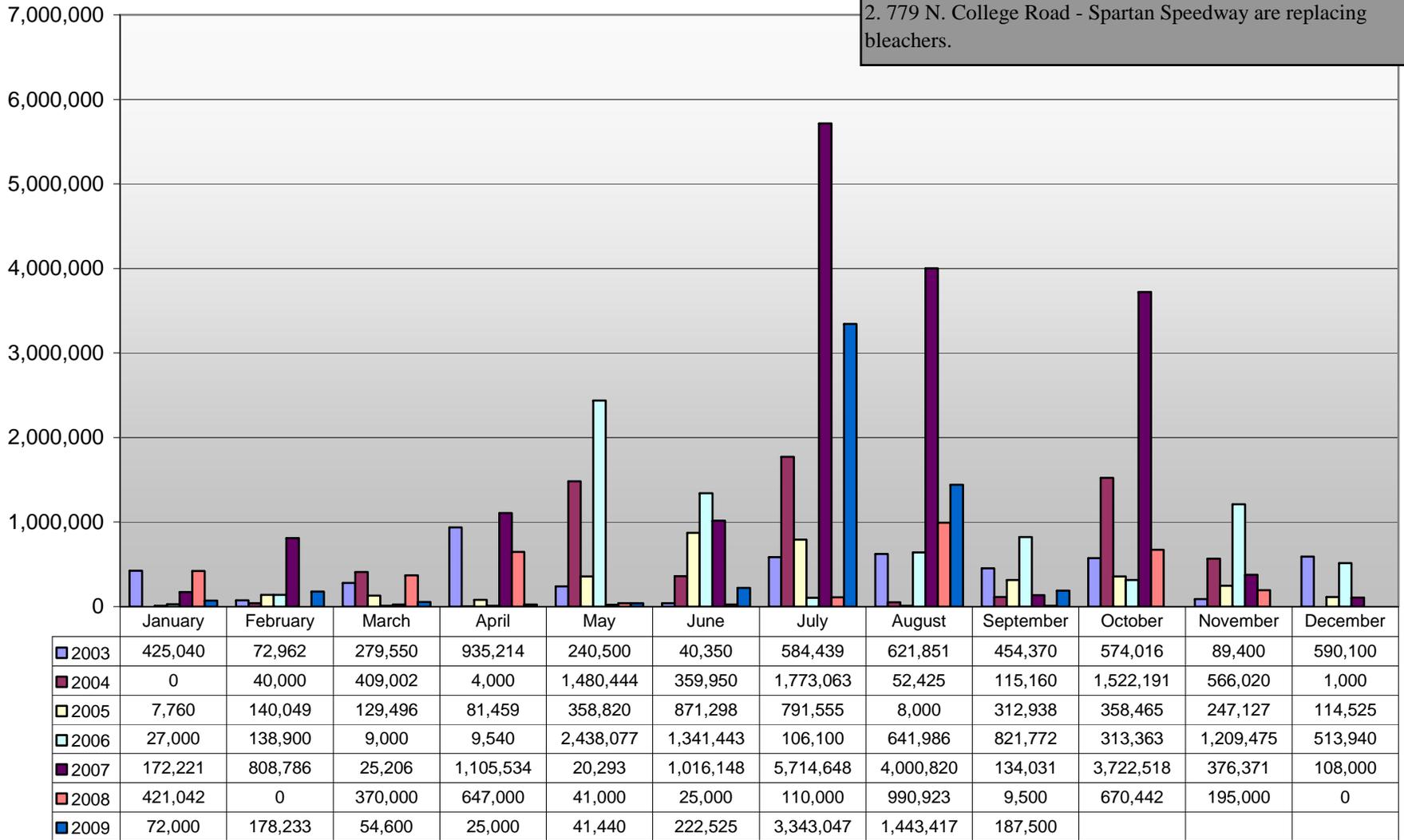
Year	2003		2004		2005		2006		2007		2008	
Type	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value						
Commercial Addition, Alteration & Commercial Misc	35	\$ 2,940,575.00	36	\$ 2,780,266.00	21	\$ 2,834,122.00	32	\$ 1,895,384.00	49	\$ 9,353,080.00	30	\$ 2,830,791.00
Commercial New Structures	10	\$ 2,286,797.00	12	\$ 6,193,397.00	4	\$ 599,072.00	6	\$ 5,665,672.00	6	\$ 2,230,506.00	1	\$ 875,903.00
Deck, Fence, Pool, Residential Misc, Residential Storage/Garage, Demolition, Sign, Sign Business, Sign Grand Openings	227	\$ 585,643.00	243	\$ 744,334.33	260	\$ 1,221,543.00	249	\$ 681,722.00	255	\$ 834,376.00	165	\$ 1,118,676.00
Pre-Manufactured Home, Residential Condo w/Garage, Residential Dwelling, Residential Dwelling/Garage	243	\$ 27,363,270.00	280	\$ 29,204,352.00	214	\$ 33,037,054.00	122	\$ 20,311,984.00	58	\$ 8,856,775.00	27	\$ 5,189,435.00
Residential Addition, Residential Alteration	90	\$ 1,273,065.00	96	\$ 1,127,953.00	70	\$ 1,274,922.00	70	\$ 1,510,922.00	47	\$ 972,435.00	51	\$ 1,013,207.00
Residential Multiple Family	25	\$ 16,702,269.00	2	\$ 123,540.00	9	\$ 8,556,012.00	3	\$ 2,738,265.00	6	\$ 7,621,380.00	0	\$ -

2009 Year to Date Construction Values:

Commercial / Industrial:	\$ 5,526,322.00
Residential:	\$ 4,885,004.00
Total Single Family Homes:	19

Commercial/Industrial Building Permits

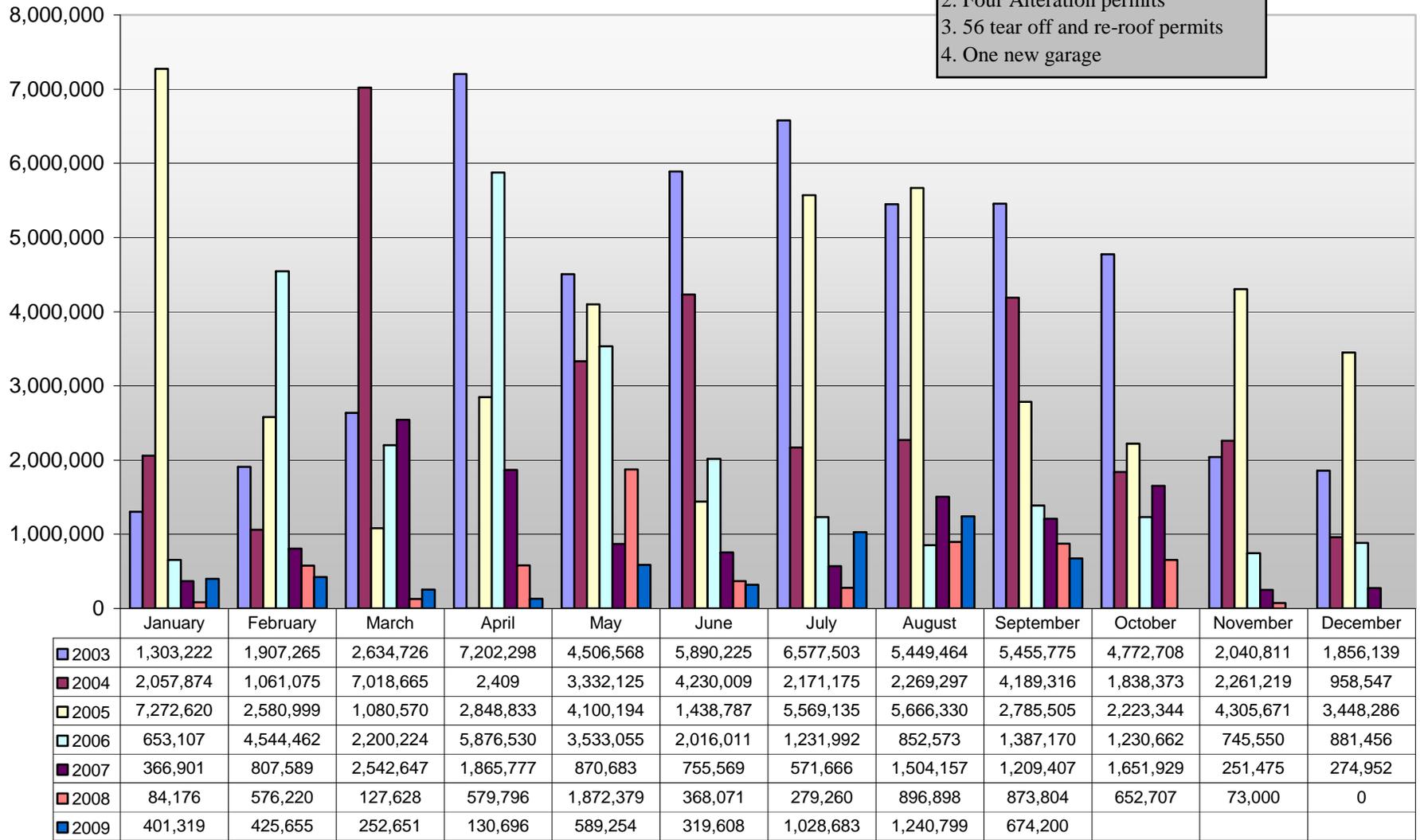
August 2009 Activity Includes:
 1. 1284 N. Cedar Street - Bikers Church adding skate park ramps in existing building.
 2. 779 N. College Road - Spartan Speedway are replacing bleachers.



Residential Building Permits

September 2009 Activity Includes:

1. One new single family home
2. Four Alteration permits
3. 56 tear off and re-roof permits
4. One new garage



Delhi Township Fire Department Monthly Report

September, 2009

Total Calls

	<i>Delhi</i>	<i>Alaiedon</i>	<i>Total</i>
EMS / Medical	150	N/A	150
Fire / Rescue	18	5	23
Total	168	5	173

Total calls for 2009: 1,634

Mutual Aid this Month
Given Received
3 3

Training: 707.5 Man Hours
Inspections: 57 inspections

Fire Department Revenue – Sept., 2009

	EMS	FIRE	TOTAL
<i>AMOUNT BILLED</i>	\$76,550.00	\$0	\$76,550.00
<i>AMOUNT RECEIVED</i>	\$39,196.55	\$410.37	\$39,606.92
<i>SENT TO COLLECTION</i>	\$0	\$0	\$0
<i>RCD FRM COLLECTION</i>	\$231.14	\$0	\$231.14

Fire Department Revenue for 2009

	EMS	FIRE	TOTAL
<i>AMOUNT BILLED</i>	\$725,187.00	\$12,577.02	\$737,764.02
<i>AMOUNT RECEIVED</i>	\$435,446.07	\$9,494.88	\$444,940.95
<i>SENT TO COLLECTION</i>	\$77,406.96	\$5,315.27	\$82,722.23
<i>RCD FRM COLLECTION</i>	\$231.14	\$0	\$231.14

Activities for August

Activity	Staff Hours	Adults	Children
Senior Citizen Prgms	4.5	70	-
CPR Classes	4	13	2
School Activities	2	6	27
Station Tours	1.5	12	2
Misc. Community Prg	1	14	-
Total	13	115	31

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 16, 2009

RE: ArcGIS Server Technology Purchase

Enclosed for your review and consideration is a quote for the purchase of GIS software in the amount of \$16,070 (not including shipping) which will provide us the capability of expanding and streamlining GIS data to our residents and employees.

As you know we have entered the GIS data information system deliberately, thoughtfully and cost effectively over the past five years. As much, we have been able to meet the growing demand for GIS services throughout our organization. The proposed software would expand this valuable information to both our residents and employees through either our network or our web site.

Staff has researched the software needed to provide this type of GIS service and is recommending the lower cost option (\$16,070 vs. \$26,070), the cost of which would be credited against any upgraded option in the near future. In addition to the software purchase we would need to purchase a server to accommodate the GIS service for a cost of \$7,166.80 along with \$2,500 for training associated with the new software for the employees who will be using it. This purchase, estimated at a total of \$25,736.80, is included in the FY 2009 budget.

Recommended Motion:

To approve the purchase of ArcGIS Server Standard Workgroup software from ESRI, Inc., a server to accommodate the GIS system and training for staff at an estimated cost of \$25,736.80.



MEMORANDUM

TO: John B. Elsinga, Township Manager

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

DATE: Friday, October 16, 2009

RE: ArcGIS Server Technology Purchase

Attached please find a position paper prepared by Darryl Albert, GIS Coordinator, from my office. The paper presents the various options and considerations relative to the Township's decision to acquire ArcGIS Server software and technology. This software is necessary if we are going to bring web based GIS to the community, including residents, businesses and others. Additionally, purchase of server based GIS will allow Township employees to utilize the large amount of data available during their day-to-day activities. As you know from first hand experience, making GIS data available to staff at an individual desktop level will result in time savings and faster delivery of service to our community.

We are proposing two software options as viable solutions at this time. The pros and cons of each option are comprehensively discussed in Mr. Albert's paper. We are currently recommending that we purchase the ArcGIS "Workgroup Standard" Server Version (WS) at a cost of approximately \$25,736.80. However, we are suggesting that this investment be made with the intent of acquiring the "Enterprise Standard" (ES) utility within the next several years.

After reading the position paper, you will recognize that the WS edition is adequate to get us started, but has two significant limitations. Specifically, WS only allows a total of 10 internal users at one time (but an unlimited number of web users) and has limited data storage capacity that would accommodate less than 15% of our current data. This data storage problem can be worked around by using multiple servers, but will result in slower load times, especially of the aerial photography. That being said, the software should be functional and allow us to achieve our GIS objectives currently.

The ES option, if purchased now, would cost approximately \$41,736.80 and the Township would not be hindered by the two problems outlined above. However, the cost may make acquisition of ES prohibitive at this time. ESRI, the maker of ArcGIS software, has assured us that the ArcServer software is fully scalable. This means that when we need to upgrade in a few years to ES, the purchase price paid for WS (\$25,736.80) would be credited towards the price of the ES software at that time. Of course, there is no way for us to predict what the exact price of the ES software/hardware will be in a few years, but it will likely be close to what it is currently. This two phased approach may end up costing slightly more overall, but allows us to spread the cost over several years.

That being said, please forward the attached, along with your comments to the Township Board for their consideration and future action. If there is anything else that I can provide, please do not hesitate to ask. Mr. Albert will plan to attend the Board meeting and provide answers to any technical questions that may arise. Thank you.

ArcGIS Server Technology

Description, Cost, and Uses for
Delhi Township

Darryl Albert
GIS Coordinator

CONTENTS

- Overview of ArcGIS Server..... **I.**
- Creating Web Mapping Applications..... **II.**
- ArcGIS Server Use for Delhi residents & Businesses..... **III.**
- ArcGIS Server Use and benefits for Delhi as an Organization..... **IV.**
- ArcGIS Server Product Options..... **V.**
 - ArcGIS Server Levels..... **Va.**
 - ArcGIS Server Editions..... **Vb.**
 - Purchase Options..... **Vc.**
- Desktop Software..... **VI.**
- ArcGIS Server Product Pricing..... **VII.**
- Yearly Maintenance Cost..... **VIII.**
- Recommendations of the GIS Coordinator..... **IX.**

I. Overview of ArcGIS Server

ArcGIS Server technology is the latest software produced by Environmental Systems Research Institute (ESRI) that enables GIS managers and users to create and share GIS data easily both internally as an organization as well as externally with the public. With the use of ArcGIS Server, no GIS software is needed to view or process GIS data. A web browser is all that is needed for end users to benefit from this technology. It contains two major components that combine to make it beneficial to organizations that create, manage, and share GIS data.

The first component is the database technology that is used to store and manage the GIS data. The database technology used behind the scenes to manage and store the data is called ArcSDE geodatabase technology. The benefits of using the ArcSDE technology are numerous. Specifically for the purposes of this document and Delhi Township, it helps to serve data to users quickly and efficiently either through desktop GIS or web based GIS, it aids in maintaining data integrity to ensure the best possible data for use, it is the most efficient way to serve data via the web, and it allows multiple users.

The second component of ArcGIS Server is the web application component that allows GIS data and maps to be published to the World Wide Web by creating web based applications. Publishing of data and maps through the web allows end users to access geographic content simply with the use of a web browser such as Internet Explorer. Depending on the complexity and/or specific intent of publishing geographic content to the web, publication is relatively simple and quick and does not require in depth knowledge of computer programming or experience. While ESRI has made publishing content to the web straight forward with templates that can be used straight out of the box, it contains much flexibility for customization if desired with the use of computer programming skills.

The functionality of the web based GIS applications varies depending on needs of the end users or the intent of the developer. Simple functionality that can be included with most maps include: pan, zoom, identify feature, measure distances, find addresses, query, and search attributes.

Spatial analysis is also possible with ArcGIS Server. During spatial analysis, ArcGIS Server does the actual data processing, not the end users computer. Geoprocessing tasks can be added to the applications to allow end users to run processes on data to create new data to suit their needs. For example a tool can be added to a web application that allows a user to clip and extract only the parcels that are within a given section in the township.

Data editing can also be accomplished with the use of web applications. End users may be allowed to add, modify, or delete features such as points, lines, or polygons. This may eliminate the need for GIS desktop software within the Township for users who mainly view data and/or may occasionally edit data. Again, this can be accomplished with the use of a web browser.

Lastly, users in the field with mobile devices such as PDA's or laptop computers may be allowed to query, edit, or update GIS data that resides in the GIS database. It can be integrated with global positioning systems (GPS) to create and update GIS databases on the fly without having to post process data back in the office.

One of the most important things to remember about ArcGIS Server is that it may eliminate the need and cost of more complex and often unneeded desktop software to view GIS data. With the use of ArcGIS Server, applications that are intimidating due to the multitudes of buttons that often don't get used by the majority of users, are eliminated and are replaced with something familiar with most everyone, a web browser. The web application can contain only the most commonly used buttons and functions to make use less intimidating and more productive. It helps to create a streamlined viewing experience without the distraction of an unfamiliar software.

The availability of the features mentioned above depends on the licensing options purchased through ESRI. There are several different options available at different price points to suit an organizations needs.

II. Creating Web Mapping Applications

Creating web applications to use with ArcGIS Server is relatively simple. Using software already in use by the Township, ArcMap and ArcCatalog, a GIS resource is created. GIS resources are items such as maps and/or database connections. When it is desired to publish the resource to the web as a web mapping application, ArcGIS Server software creates what is called a "service" which is then pushed out to the web for use in web browsers.

For instance, suppose Delhi Township would like to create a web mapping application for the public to be able find and view voter polling locations and information, a map would be created using the existing software, ArcMap. Desired colors, symbols, and labeling would be decided on in this stage (this stage is routine and is already happening for generation of maps used by the township). The map created is the GIS resource. Then using another application already in existence by the township, ArcCatalog, the map is published to ArcGIS Server as a GIS service which serves the map created to the public as a website. The publishing phase of the process is done primarily using easy-to-use wizards, no computer programming is required to create simple, out of the box websites. Also, the website will have the same symbology, colors, and labeling as when it was created in ArcMap.

While publishing maps is relatively easy, specialized staff is still required to maintain high performance of the applications on the web, to administrate the geodatabase, and to maintain and create GIS data.

III. ArcGIS Server Use for Delhi Residents & Businesses

A Township web mapping site would allow residents to view basic information about the township. Simple features that residents may be interested in would be available to them such as parcel information, street names and locations, business locations and names, recreation opportunities, parks, religious sites, or what school district their children will attend. It may be a great way to share with residents, information about where road construction activity may be or where the Township is developing new projects. It could be used to show residents the status of code violation complaints which may reduce Township employee interaction with residents. Mapping crime in the Township may help residents be more aware of their surroundings and to be more proactive in the community. In effect, any geographic data the Township maintains would or could be available to the residents of Delhi Township.

Businesses may be able to access geographic data to help them choose sites for development opportunities. Overall, making data available to help make decisions may help reduce costs of development.

Creating partnerships with local real estate agencies may help provide a centralized access point for residents and also non-residents of housing opportunities in Delhi Township.

Using this technology, residents would also be able to print professional looking maps for whatever information they are looking for.

IV. ArcGIS Server Use and benefits for Delhi as an Organization

Another beneficial aspect of implementing ArcGIS Server within the Township would be from its internal use. Currently, there is not an effective and/or efficient way to share GIS information and data within the township. Paper maps are currently the only real effective way to share information without having to maintain duplicate sets of data. The problem with paper maps is they are out dated the minute they are printed. Since much of the data is used to answer questions for the public or to make policy decisions, it is best to have the most current data available.

Uses for Township employees are numerous. One of the most basic uses would be to allow Township staff access to all GIS data to help in performing their own job duties and answering questions from the public. For example, recently several questions have been asked of whether sewer and water are available outside of a particular piece of property. The answer is easily answered with the use of a GIS map. A map that is readily available within a web browser would be the quickest and most efficient way to answer the question.

Having web maps available to staff would save time that would be spent preparing and printing common maps such as Soil Erosion/Soil Control permit maps. In this instance a soil erosion map could be printed with the click of a button saving time preparing the map in mapping software.

Web mapping also gives the flexibility of creating rich map documents that are much more useful than paper maps. With the use of web applications, any number of things could be attached to features that might be useful when viewing the data. For example Township documents could be linked with GIS data to provide more information than just what the locations are of the data. As-built drawing could be linked to the sewer lines to aid DPS staff in the field or in the office. Time that would have been spent looking for the as-built drawing could be used elsewhere as it would be available simply by clicking the feature in question.

Documents in Laserfiche could be linked to the GIS feature in a map. For example, by clicking on the polygon of a house, the fire department could have instant access in the field to the as-built drawings of a house that is on fire. Also using Server technology, the fire department could have the capability to type in an address on the way to a fire that would then highlight the address to aid in navigation.

Instead of using static maps for Township Board meetings such as large paper maps or digitally projected maps on the overhead projector, dynamic web maps could be displayed using the overhead projector. This would allow presenters to turn off layers of GIS data or to add new ones on the fly. They

could even create new ones to help answer questions or to show the public different options or effects of a particular policy.

V. ArcGIS Server Product Options

Purchasing options for ArcGIS Server can be confusing. Each individual server that ArcGIS Server is installed on requires a license and it can be installed on one or many servers. A quick side by side comparison of the different levels can be found in Table 1.

Va. Levels

ArcGIS is available in two different “Levels,” the **Enterprise** level and the **Workgroup** level. The **Enterprise** level is designed with large organizations or companies in mind that have large amounts of data and many users. Or it may be for organizations that may expect to create many web applications with large amounts of people using them at one time. The Enterprise level requires an organization to have its own relational database software (such as Microsoft SQL Server or Oracle). An example of this organization may be a county or state government.

The **Workgroup** level is designed for the smaller to medium size organization or an individual department within a large organization. These organizations probably have smaller sized data repositories and less users than the typical county or state sized government. ESRI has placed user and data constraints on this level of ArcGIS Server which makes it useful for organizations that know they have more limited needs. The **Workgroup** level does not allow more than 10 users to be viewing or editing data in a desktop application at one time. Currently, Delhi Township has only 6 licenses for ArcView desktop software which means at one time, only 6 people have the ability to look at GIS data at one time. The limit of 10 users does not include web browsers unless data editing is in progress, only desktop GIS applications such as what the Township currently uses, ArcView. It does allow more than 10 users to view data via a web browser. At the **Workgroup** level, the software also does not allow more than 4 gigabytes of data to be stored ArcSDE geodatabase. Including the aerial imagery the township currently holds approximately 29 gigabytes of GIS data. The aerial imagery accounts for about 28 gigabytes of the 29 gigabytes. The **Workgroup** level software runs on free relational database software called Microsoft SQL Server Express. Again, this is aimed at smaller organizations that do not maintain large amounts of data. The **Workgroup** level also requires server hardware to install the software onto just as the **Enterprise** level.

	Enterprise	Workgroup
Number of Users	Unlimited	10 Concurrent
Data Limits	Unlimited	4 Gigabytes

Table 1. ArcGIS Server Levels.

Vb. Editions

Each ArcGIS Server Edition is offered in three different “Editions,” Basic, Standard, and Advanced. Each Edition comes with increased functionality and options and each increasing

edition is capable of functionality and the features of the edition below it. A side by side comparison of the different editions is available in Table 2.

The **Basic** edition is capable of spatial data management only and is not capable of producing web based applications. This edition is capable of storing and managing data with the use of ArcSDE geodatabase technology that was briefly mentioned earlier in the document.

The **Standard** edition is the next step up and contains all of the same features as the **Basic** edition but is capable of producing web applications. The **Standard** edition is capable of publishing maps to web clients (browsers), desktop clients (ArcView), ArcGIS Explorer, and even Google Maps and Microsoft Virtual Earth. This edition also allows for spatial analysis with geoprocessing tools included with the desktop software and web editing GIS data.

The **Advanced** edition is the most powerful and comprehensive edition of the three. It includes all of the functionality of the 2 editions below it and also advanced spatial analysis and mobile GIS web application functionality.

	Data Management	Web Applications	Spatial Analysis	Web Editing	Advanced Spatial Analysis	Mobile Web Applications
Basic	X					
Standard	X	X	X	X		
Advanced	X	X	X	X	X	X

Table 2. Functionality of the 3 editions of ArcGIS Server.

Vc. Purchasing

Combining the Levels with the Editions of ArcGIS Server allows for varied options that allow an organization to pick which software package is best for them. It allows for basically six options of ArcGIS Server. For example a large organization that requires unlimited data storage space , has many internal users, and may want to include mobile GIS web mapping for field employees would probably choose the Enterprise Advanced option of ArcGIS Server.

An example of an organization that may benefit from the Workgroup level that does not have large data storage requirements, has a limited numbers of users that actually edit and maintain data, but wants to create web based applications both for internal use for employees and for external use for the public, may want to choose the Workgroup Standard option of ArcGIS Server.

An investment into ArcGIS Server technology is fully scalable. If an organization decides to buy into the Workgroup Standard option and later decides that it has outgrown the functionality of it and wants to upgrade to the Workgroup Advanced or an Enterprise level, the dollar amount required to buy the initial software is applied and deducted from the purchase of the new software.

VI. Desktop Software

Desktop software is still required to edit, maintain, create, and manage the GIS data the Township uses. It would also be needed to create and publish the web maps that are provided by ArcGIS Server. Currently, the Township carries six licenses of ArcView desktop software. In order to take advantage of the ArcSDE technology, a single license of ArcEditor or ArcInfo desktop software is required. These software packages are simply an upgrade of the software currently being used within the township. With the addition of either ArcEditor or ArcInfo, the license used by the GIS Coordinator would be upgraded and one license of ArcView would be dropped. It is anticipated that with the use of ArcGIS Server, more licenses of ArcView would be dropped for those users who currently use the software mainly for viewing data. ArcInfo provides the most tools to maintain the best possible data and also to create the most aesthetic maps using advanced cartography tools and advanced labeling tools. The labeling tools alone can save hours of time creating maps.

VII. ArcGIS Server and GIS Desktop Software Product Pricing

Working directly with the ESRI representative for Delhi Township, it has been recommended that the Township purchase either the Workgroup Standard or the Enterprise Standard option of ArcGIS Server. Pricing for the server software is outlined in Table 3:

	Workgroup Standard	Enterprise Standard
Initial Software Cost	\$10,000.00	\$20,000.00
Yearly Maintenance Fees	\$2,500.00	\$5,000.00

Table 3. Cost matrix of ArcGIS Server software.

The costs associated with upgrading one license of ArcView to ArcEditor or ArcInfo are outlined in Table 4.

	ArcEditor	ArcInfo
Initial Upgrade Cost	\$4,489.00	\$6,070.00
Yearly Maintenance Fees	\$1,500.00	\$3,000.00

Table 4. Cost to upgrade one license of desktop software.

The cost mentioned above is not the total cost of implementing either software package. Total cost will be covered in the "Recommendations" section.

VIII. Yearly Maintenance Cost

With the implementation of ArcGIS Server, maintenance fees on GIS software would rise. However, the current cost of GIS software only allows a handful of people access to the GIS data created and maintained within the Township. The increase in maintenance fees for GIS software will bring many added benefits to the Township: better data, use of GIS by the entire Township staff, and GIS use by the residents of Delhi Township to name a few.

Delhi Township currently spends \$2,000.00 per year on maintenance fees to keep 6 licenses of ArcView current and 1 license of ArcGIS Engine Runtime. With the addition of Workgroup Standard ArcGIS Server, upgrade 1 of the 6 licenses of ArcView to ArcInfo, and also to drop 2 other licenses of ArcView, the new yearly cost for maintenance fees would rise to approximately \$5,400. Implementing the Enterprise Standard version would raise yearly maintenance fees to approximately \$8,000.

IX. Recommendations of the GIS Coordinator

As mentioned earlier, there are two viable alternatives to implement ArcGIS Server for Delhi Township, Workgroup Standard or Enterprise Standard. Having assessed the needs of Delhi Township and communicating with ESRI about the Township’s goals in regard to GIS, I recommend the Township purchase either of these options. Pros and Cons for both options can be found below in table 5.

If purchasing the Workgroup Standard is chosen, while it is the cheaper of the two options, it must be noted that the Workgroup Standard option may not be the optimal choice for implementing ArcGIS Server long term. If purchasing the Workgroup Standard version is chosen, I also recommend that the Township buy a server for the Workgroup option that would be optimal for the Enterprise ArcGIS Server option should we choose to upgrade at a later date.

Purchasing the Workgroup option will allow the Township to achieve some of its more basic goals and to get started in a web mapping environment. It will allow for a public mapping website and to begin spreading GIS access across the Township to employees using web applications. The primary downfall of the Workgroup option will be the speed and performance with which web applications load in the web browser. Most of the loss in speed would be caused by the use of aerial imagery.

Pros- Workgroup	Cons- Workgroup	Pros- Enterprise	Cons- Enterprise
Cheaper	Slower	No user limits	Initial cost is more expensive
Gets the foot in the door for township wide GIS access	Data limits	Partially solves network problem between Community Services Building and DPS Building	
Eases into web server application to allow time for more detailed future need/usability	User limits	Speed of web maps will be better	
	Probably need to upgrade at a later date	No data limits	
		Without the need for mobile application, likely no need to upgrade software to Advanced level	

Table 5. Pros & Cons of Workgroup versus Enterprise.

Another option for consideration may be to purchase the Workgroup Standard option with the intent to upgrade to Enterprise Standard at a later date. By purchasing the Workgroup option, a server, upgrading one license of our desktop software, and attending training classes will allow the Township to plan on the Enterprise option but will also divide the cost over two different budget years. The software is completely scalable, as mentioned earlier, meaning that if the goals of the Township are not being met, an upgrade to the Enterprise option would only cost the difference between the two software options and the additional relational database software. The Township will not be wasting or losing money by purchasing the least expensive version while having plans to upgrade at a later date.

Evaluating the performance of the mapping websites and the needs of the Township can be done on a continual basis allowing for an upgrade to the Enterprise version should the Township decide.

Cost breakdown for this plan is detailed in table 6.

Item	Cost	
	Workgroup Standard	Enterprise Standard
ArcGIS Server Software Cost	\$10,000	\$20,000
Server Hardware	\$7,166.80	\$7,166.80
Upgrade Desktop Software	\$6,070	\$6,070
Relation DB Software (MS SQL)	NA	\$6,000
Training Classes	\$2,500	\$2,500
TOTAL COST	\$25,736.80	\$41,736.80
Total Additional Maintenance Fees Per Year (not included in "TOTAL COST")	\$5,500	\$8,000

Table 6. Cost of implementing the two options for ArcGIS Server.



ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.
 ESRI, Inc.
 880 Blue Gentian Rd, Ste 200
 St. Paul, MN 55121-1596
 Phone: (651) 454-0600 Fax: (651) 454-0705
 DUNS Number: 06-313-4175 CAGE Code: 0AMS3

To expedite your order, please attach a copy of this quotation to your purchase order.
 Quote is valid from: 10/14/2009 To: 01/12/2010

Quotation # 20355841

Date: October 14, 2009

Customer # 350446 Contract #
 TOWNSHIP OF DELHI CHARTER
 INFORMATION TECHNOLOGY DEPT
 2074 AURELIUS RD
 HOLT, MI 48842

ATTENTION: Darryl Albert
 PHONE: (517) 694-8281
 FAX: (517) 699-3864

Material	Qty	Description	Unit Price	Total
109044	2	ArcGIS Server Standard Workgroup One Core Additional License	2,500.00	5,000.00
109897	1	ArcGIS Server Standard Workgroup Up to Two Cores License	5,000.00	5,000.00
88925	1	ArcInfo Upgrade from ArcView Single Use	6,070.00	6,070.00
115070	1	ArcGIS Server 9.3.1 Workgroup Installation Package	0.00	0.00
			Item Total:	16,070.00
			Subtotal:	16,070.00
			Sales Tax:	0.00
			Estimated Shipping & Handling(2 Day Delivery) :	21.15
			Contract Pricing Adjust:	0.00
			Total:	\$16,091.15

* Please indicate on your purchase order if this purchase is funded through the American Recovery and Reinvestment Act, and whether ESRI is a Prime Recipient, Sub-recipient, or Vendor for reporting purposes.

<p>Quoted By: Chad Anderson, (651) 454-0600 x8319 Email: canderson@esri.com</p>	<p>Account Manager: Sam Klimoski Email: sklimoski@esri.com</p>
<p>Acceptance of this quotation is limited to the ESRI License Agreement and the Quotation Terms and Conditions This Quotation is made in confidence for your review. It may not be disclosed to third parties, except as required by law.</p>	
<p>If sending remittance, please address to: ESRI, File No. 54630, Los Angeles, Ca 90074-4630</p>	



ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.
 ESRI, Inc.
 880 Blue Gentian Rd, Ste 200
 St. Paul, MN 55121-1596
 Phone: (651) 454-0600 Fax: (651) 454-0705
 DUNS Number: 06-313-4175 CAGE Code: 0AMS3

To expedite your order, please attach a copy of this quotation to your purchase order.
 Quote is valid from: 10/14/2009 To: 01/12/2010

Quotation # 20355841

Date: October 14, 2009

Customer # 350446 Contract #
 TOWNSHIP OF DELHI CHARTER
 INFORMATION TECHNOLOGY DEPT
 2074 AURELIUS RD
 HOLT, MI 48842

ATTENTION: Darryl Albert
 PHONE: (517) 694-8281
 FAX: (517) 699-3864

BY SIGNING BELOW YOU ARE INDICATING THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION. DO NOT USE THIS FORM FOR ORDER ACTIVATION IF YOUR ORGANIZATION WILL NOT HONOR AND PAY AN INVOICE THAT HAS BEEN ISSUED AT YOUR DIRECTION WITHOUT ADDITIONAL AUTHORIZING PAPERWORK.

To expedite your order, either attach a copy of this quotation to your purchase order when it is remitted to ESRI, or sign below and return this quotation to indicate your acceptance. ESRI's address and fax number are provided on the first page of this quotation.

If you have made ANY alterations to the line items included in this quote and have chosen to sign the quote to indicate your acceptance, you must fax ESRI the signed quote in its entirety in order for the quote to be accepted. You will be contacted by your Customer Service Representative if additional information is required to complete your request.

If your organization is a US Federal, state, or local government agency; an educational facility; or a company that will not pay an invoice without having issued a formal purchase order, a signed quotation will not be accepted unless it is accompanied by your purchase order.

If you choose to discontinue your maintenance, you will become ineligible for maintenance benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your maintenance coverage at a later date.

Acceptance of this quotation is limited to the ESRI license agreement, quotation terms and conditions, and any other ESRI terms and conditions included with this quotation. Any additional or different terms in any purchase order are deemed rejected unless expressly accepted in writing and signed by ESRI. Notwithstanding, if the purchase order is placed under an existing signed agreement (e.g., Master Purchase Agreement), or under the GSA Federal Supply Schedule, then the purchase order shall identify such agreement on the face of the order and the terms and conditions of such agreement shall govern the subject matter of the purchase order.

By signing below, you are authorizing ESRI to issue an invoice for the items included in the above quote in the amount of: \$ _____, plus sales taxes if applicable. (Note: Shipping costs are subject to change.)

Please check one of the following:

- I agree to pay any applicable sales tax.
- I am tax exempt, please contact me if exempt information is not currently on file with ESRI.

 Signature of Authorized Representative Date

 Name (Please Print)

 Title

The quotation information is proprietary and may not be copied or released other than for the express purpose of system selection and purchase/license. This information may not be given to outside parties or used for any other purpose without consent from Environmental Systems Research Institute, Inc. (ESRI).

Any estimated sales and/or use tax reflected on this quote has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. ESRI reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state tax directly, then prior to invoicing, your organization must provide ESRI with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

* Please indicate on your purchase order if this purchase is funded through the American Recovery and Reinvestment Act, and whether ESRI is a Prime Recipient, Sub-recipient, or Vendor for reporting purposes.

Quoted By: Chad Anderson, (651) 454-0600 x8319 Email: canderson@esri.com	Account Manager: Sam Klimoski Email: sklimoski@esri.com
---	--

Acceptance of this quotation is limited to the ESRI License Agreement and the Quotation Terms and Conditions
 This Quotation is made in confidence for your review. It may not be disclosed to third parties, except as required by law.

If sending remittance, please address to: ESRI, File No. 54630, Los Angeles, Ca 90074-4630



ESRI QUOTATION TERMS AND CONDITIONS

ESRI, 380 New York St., Redlands, CA 92373-8100 USA • TEL 909-793-2853 • FAX 909-793-5953

All quotations are valid for ninety (90) days unless otherwise stated on the quotation form. These prices and terms are valid only for items purchased for use and delivery within the United States.

This quotation information is proprietary and may not be copied or released other than for the express purpose of the current system selection and purchase. This information may not be given to outside parties or used for any other purpose without written consent from Environmental Systems Research Institute, Inc. (ESRI).

To expedite your order, please reference the quotation number on your purchase order.

ORDER PROCESS

The order process is initiated when ESRI receives an original purchase order or some form of advance payment. Several additional documents (e.g., Master License Agreement, credit application, Tax Exemption Certificate, etc.) may be required to complete the order process. Generally, the need for these documents varies by the type of software, data, Web-enabled services, subscriptions, professional services or other products ordered, which is determined upon receipt of the purchase order (or advance payment). If delivery must be expedited, please contact your marketing representative for assistance.

IMPORTANT! Collectively, these documents contain the authorizations and information necessary to ship proper versions of the software or data on the correct media, or to initiate Web-enabled services, subscriptions, or professional services. Please return them promptly to avoid unnecessary delays in shipping or delivery. Please return all documents to ESRI Customer Service, or as otherwise directed.

Please show the following remittance address on your purchase order:

ESRI, File No. 54630, Los Angeles, CA 90074-4630

ESRI LICENSE AGREEMENTS

All ESRI software, data, Web-enabled services, and subscriptions offered in this quotation are commercial off-the-shelf items developed at private expense and subject to ESRI commercial license terms. You may have a signed license agreement on file that covers this order. If so, please reference the license agreement number on your purchase order. Unless a signed license is on file with ESRI, ESRI software, data, Web-enabled services and subscriptions are subject to the ESRI License Agreement included with the deliverable item as an on-line or click-through agreement. A copy is enclosed. Certain software or data requires a Master License Agreement signed by both parties. Professional services agreements may also include license terms.

Some ESRI software is copy protected with a software keycode or hardware key, and some software, data, Web-enabled services or subscriptions require registration or a password. You will be given instructions to access the keycode, register, or obtain a password through the ESRI Web site or by other means.

MAINTENANCE

After expiration of any complimentary period of maintenance that may apply to the licensed software, ESRI will quote maintenance payable annually in advance. A reinstatement fee applies when maintenance has lapsed.

OPTIONAL MULTI-YEAR MAINTENANCE

For software and data with optional multiyear maintenance for a discounted fee, the discounted maintenance fees are in consideration of, and contingent upon, your commitment to the maintenance term you elect in your order. For such multiyear maintenance, you may cancel the maintenance upon ninety (90) days advanced written notice to ESRI Customer Service, subject to payment of fifty percent (50%) of the outstanding maintenance fees for the maintenance term initially ordered. No other refund or reduction for cancellation is available. If you are ordering multi-year maintenance, please indicate a billing option on your purchase order by selecting a statement as indicated below.

Option 1. If you are purchasing a product with multi-year maintenance terms and are issuing the purchase order for all years upfront, please include the following information on your purchase order: **"This PO is in acceptance of quote # _____ and covers the total amount for all years included in the multi-year maintenance term. ESRI may invoice the entire amount upon shipment."**

Option 2. If you are purchasing a product with multi-year maintenance terms and are issuing the purchase order for the first year only, please include the following information on your purchase order (PO): "**This PO is in acceptance of quote #_____ . This order is for the initial year of the multi-year maintenance term. We agree to issue a PO for each subsequent year in a pro rata amount per year to be invoiced annually in advance.**"

Option 3: If you are purchasing a product with multi-year maintenance terms and are issuing the purchase order for all years upfront but want to be invoiced annually, please include the following information on your purchase order: "**This PO is in acceptance of quote #_____ and covers the total amount for all years included in the multi-year maintenance term. However, ESRI shall invoice annually in advance a pro rata amount for each year of the term.**"

DATA AND WEB SERVICES DISCLAIMER

Data and Web Services may contain some nonconformities, defects, errors, or omissions. THE DATA AND WEB SERVICES ARE PROVIDED "AS-IS" WITHOUT WARRANTY OF ANY KIND. Without limiting the generality of the preceding sentence, ESRI and its licensors do not warrant that the data and Web Services will meet Licensee's needs or expectations, that the use of the data or web services will be uninterrupted, or that all nonconformities can or will be corrected. ESRI and its licensors are not inviting reliance on this data or Web Services, and Licensee should always verify actual data or Web Services.

DELIVERY

FOB Redlands, CA, USA

Software: Allow thirty (30) days from ESRI's receipt of purchase order, signed Software License Agreement(s), and other documents, as required.

Hardware: Manufacturer's terms apply. Lead times depend on make/models purchased.

Note: Standard delivery method is ground or two-day air for software and surface carrier for hardware. Actual delivery method may vary depending on weight. Other service is available for an additional fee (e.g., overnight delivery).

PAYMENT TERMS

Net thirty (30) days, on approved credit. Orders less than \$800 require prepayment by check or credit card unless your organization is a government agency, university, college, or Fortune 500 company.

TAXES

This quote includes applicable sales or use taxes for the prices quoted as required by law. The tax amount may change depending on the time lapse between this quote and your order to us. ESRI will include applicable sales or use taxes on your invoice unless you provide proof with your order that your organization or use of the product is tax exempt.

Print Summary

PowerEdge R610

Price \$8,740.00
 Instant Savings \$1,573.20

Price **\$7,166.80**

 Preliminary Ship Date: 10/23/2009

My Selections All Options

• PowerEdge R610

Date	10/14/2009 2:51:23 PM Central Standard Time			
Catalog Number	84 Retail rc1149812			
Catalog Number / Description	Product Code	Qty	SKU	Id
PowerEdge R610: Chassis for Up to Six 2.5-Inch Hard Drives	R6106	1	[224-4848]	1
Primary Processor: Intel® Xeon® X5570, 2.93Ghz, 8M Cache, Turbo, HT, 1333MHz Max Mem	X5570	1	[317-0200]	6
Additional Processor: Single Processor Only	1P	1	[311-3928] [317-0212]	7
BIOS Setting: Power Saving BIOS Setting	ESBIOS	1	[330-3491]	10
Memory: 12GB Memory (3x4GB), 1066MHz Dual Ranked RDIMMs for 1 Processor, Optimized	12RD1P	1	[317-2066]	3
Operating System: Windows Server® 2008, Standard x64 Edition, Includes 5 CALs	WS&XSE	1	[420-8354]	11
Primary Controller: PERC 6/i SAS RAID Controller, 2x4 Connectors, Internal, PCIe, 256MB Cache	PERC6I	1	[341-9254]	9
Hard Drive Configuration: RAID 1 for PERC 6/i or SAS 6/iR Controllers	MSR1	1	[341-8755]	27
Hard Drives: 146GB 15K RPM Serial-Attach SCSI 2.5" Hot Plug Hard Drive	146152H	2	[341-9157]	1209
Power Supply: Energy Smart Power Supply, Redundant, 502W	RDPSUES	1	[330-3516]	36
Power Cords: NEMA 5-15P to C13 Wall Plug, 125 Volt, 15 AMP, 10 Feet (3m), Power Cord	125V10F	1	[310-8509]	106
Power Cords: NEMA 5-15P to C13 Wall Plug, 125 Volt, 15 AMP, 10 Feet (3m), Power Cord	2125V10	1	[310-8509] [310-8509]	106
Power Cords: No Additional Power Cord	NOPWRCO	1	[310-9057]	38
Shipping: PowerEdge R610 Shipping	SHIPGRP	1	[330-4122]	2
1st Hard Drive: HD Multi-Select	HDMULTI	1	[341-4158]	8
Embedded Management: iDRAC6 Express	IDRCEX	1	[467-8649]	14
Network Adapter: 2x Broadcom 5709 Dual Port 1GbE NIC w/TOE PCIe-4	2B5709T	1	[430-3251] [430-3251]	13
Feature Upgrades for Embedded NIC Ports: Dual Two-Port Embedded Broadcom® NetXtreme II 5709 Gigabit Ethernet NIC	OBNIC	1	[430-1764]	5
Rails: No Rack Rails or Cable Management Arm	NORAIL	1	[330-3522]	28
Bezel: Bezel	BEZEL	1	[313-7534]	17
Internal Optical Drive: DVD ROM, SATA, Internal	DVD	1	[313-7541]	16

System Documentation:				
Electronic System Documentation, OpenManage DVD Kit with DMC	EDQCS	1	[330-3523] [330-5280]	21
Hardware Support Services:				
3 Year ProSupport for IT and Mission Critical 4HR 7x24 Onsite Pack	U3IPME4	1	[989-3439] [992-9972] [993-0162] [993-3670] [993-9408] [993-9457] [993-9458]	29
Installation Services:				
ONSITE INSTALLATION: PowerEdge Hardware and Windows OS Installation- Basic	QBASIC	1	[985-0889]	32
Keep Your Hard Drive:				
Keep Your Hard Drive, 3 Years	KYHD3Y	1	[983-6402]	159

 Print

© 2009 Dell For customers of the 50 United States and the District of Columbia only.
[Site Terms](#) | [Terms of Sale](#) | [Privacy](#) | [Feedback](#)

snCFG4



ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.
 ESRI, Inc.
 880 Blue Gentian Rd, Ste 200
 St. Paul, MN 55121-1596
 Phone: (651) 454-0600 Fax: (651) 454-0705
 DUNS Number: 06-313-4175 CAGE Code: 0AMS3

To expedite your order, please attach a copy of this quotation to your purchase order.
 Quote is valid from: 10/15/2009 To: 01/13/2010

Quotation # 20355929

Date: October 15, 2009

Customer # 350446 Contract #

TOWNSHIP OF DELHI CHARTER
 INFORMATION TECHNOLOGY DEPT
 2074 AURELIUS RD
 HOLT, MI 48842

ATTENTION: Darryl Albert
 PHONE: (517) 694-8281
 FAX: (517) 699-3864

Material	Qty	Description	Unit Price	Total
88925	1	ArcInfo Upgrade from ArcView Single Use	6,070.00	6,070.00
109065	1	ArcGIS Server Standard Enterprise for Windows Up to Four Cores License	20,000.00	20,000.00
115072	1	ArcGIS Server 9.3.1 Enterprise for Windows Installation Package	0.00	0.00
			Item Total:	26,070.00
			Subtotal:	26,070.00
			Sales Tax:	0.00
			Estimated Shipping & Handling(2 Day Delivery) :	18.90
			Contract Pricing Adjust:	0.00
			Total:	\$26,088.90

* Please indicate on your purchase order if this purchase is funded through the American Recovery and Reinvestment Act, and whether ESRI is a Prime Recipient, Sub-recipient, or Vendor for reporting purposes.

Quoted By: Chad Anderson, (651) 454-0600 x8319
 Email: canderson@esri.com

Account Manager: Sam Klimoski
 Email: sklimoski@esri.com

Acceptance of this quotation is limited to the ESRI License Agreement and the Quotation Terms and Conditions
 This Quotation is made in confidence for your review. It may not be disclosed to third parties, except as required by law.

If sending remittance, please address to: ESRI, File No. 54630, Los Angeles, Ca 90074-4630



Quotation # 20355929

Date: October 15, 2009

ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.
ESRI, Inc.
880 Blue Gentian Rd, Ste 200
St. Paul, MN 55121-1596
Phone: (651) 454-0600 Fax: (651) 454-0705
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

Customer # 350446 Contract #
TOWNSHIP OF DELHI CHARTER
INFORMATION TECHNOLOGY DEPT
2074 AURELIUS RD
HOLT, MI 48842

ATTENTION: Darryl Albert
PHONE: (517) 694-8281
FAX: (517) 699-3864

To expedite your order, please attach a copy of this quotation to your purchase order.
Quote is valid from: 10/15/2009 To: 01/13/2010

BY SIGNING BELOW YOU ARE INDICATING THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION. DO NOT USE THIS FORM FOR ORDER ACTIVATION IF YOUR ORGANIZATION WILL NOT HONOR AND PAY AN INVOICE THAT HAS BEEN ISSUED AT YOUR DIRECTION WITHOUT ADDITIONAL AUTHORIZING PAPERWORK.

To expedite your order, either attach a copy of this quotation to your purchase order when it is remitted to ESRI, or sign below and return this quotation to indicate your acceptance. ESRI's address and fax number are provided on the first page of this quotation.

If you have made ANY alterations to the line items included in this quote and have chosen to sign the quote to indicate your acceptance, you must fax ESRI the signed quote in its entirety in order for the quote to be accepted. You will be contacted by your Customer Service Representative if additional information is required to complete your request.

If your organization is a US Federal, state, or local government agency; an educational facility; or a company that will not pay an invoice without having issued a formal purchase order, a signed quotation will not be accepted unless it is accompanied by your purchase order.

If you choose to discontinue your maintenance, you will become ineligible for maintenance benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your maintenance coverage at a later date.

Acceptance of this quotation is limited to the ESRI license agreement, quotation terms and conditions, and any other ESRI terms and conditions included with this quotation. Any additional or different terms in any purchase order are deemed rejected unless expressly accepted in writing and signed by ESRI. Notwithstanding, if the purchase order is placed under an existing signed agreement (e.g., Master Purchase Agreement), or under the GSA Federal Supply Schedule, then the purchase order shall identify such agreement on the face of the order and the terms and conditions of such agreement shall govern the subject matter of the purchase order.

By signing below, you are authorizing ESRI to issue an invoice for the items included in the above quote in the amount of: \$ _____, plus sales taxes if applicable. (Note: Shipping costs are subject to change.)

Please check one of the following:

I agree to pay any applicable sales tax.

I am tax exempt, please contact me if exempt information is not currently on file with ESRI.

Signature of Authorized Representative Date

Name (Please Print)

Title

The quotation information is proprietary and may not be copied or released other than for the express purpose of system selection and purchase/license. This information may not be given to outside parties or used for any other purpose without consent from Environmental Systems Research Institute, Inc. (ESRI).

Any estimated sales and/or use tax reflected on this quote has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. ESRI reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state tax directly, then prior to invoicing, your organization must provide ESRI with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

* Please indicate on your purchase order if this purchase is funded through the American Recovery and Reinvestment Act, and whether ESRI is a Prime Recipient, Sub-recipient, or Vendor for reporting purposes.

Quoted By: Chad Anderson, (651) 454-0600 x8319 Email: canderson@esri.com	Account Manager: Sam Klimoski Email: sklimoski@esri.com
Acceptance of this quotation is limited to the ESRI License Agreement and the Quotation Terms and Conditions This Quotation is made in confidence for your review. It may not be disclosed to third parties, except as required by law.	
If sending remittance, please address to: ESRI, File No. 54630, Los Angeles, Ca 90074-4630	

ANDERSONC This offer is limited to the terms and conditions incorporated and attached herein.



ESRI QUOTATION TERMS AND CONDITIONS

ESRI, 380 New York St., Redlands, CA 92373-8100 USA • TEL 909-793-2853 • FAX 909-793-5953

All quotations are valid for ninety (90) days unless otherwise stated on the quotation form. These prices and terms are valid only for items purchased for use and delivery within the United States.

This quotation information is proprietary and may not be copied or released other than for the express purpose of the current system selection and purchase. This information may not be given to outside parties or used for any other purpose without written consent from Environmental Systems Research Institute, Inc. (ESRI).

To expedite your order, please reference the quotation number on your purchase order.

ORDER PROCESS

The order process is initiated when ESRI receives an original purchase order or some form of advance payment. Several additional documents (e.g., Master License Agreement, credit application, Tax Exemption Certificate, etc.) may be required to complete the order process. Generally, the need for these documents varies by the type of software, data, Web-enabled services, subscriptions, professional services or other products ordered, which is determined upon receipt of the purchase order (or advance payment). If delivery must be expedited, please contact your marketing representative for assistance.

IMPORTANT! Collectively, these documents contain the authorizations and information necessary to ship proper versions of the software or data on the correct media, or to initiate Web-enabled services, subscriptions, or professional services. Please return them promptly to avoid unnecessary delays in shipping or delivery. Please return all documents to ESRI Customer Service, or as otherwise directed.

Please show the following remittance address on your purchase order:

ESRI, File No. 54630, Los Angeles, CA 90074-4630

ESRI LICENSE AGREEMENTS

All ESRI software, data, Web-enabled services, and subscriptions offered in this quotation are commercial off-the-shelf items developed at private expense and subject to ESRI commercial license terms. You may have a signed license agreement on file that covers this order. If so, please reference the license agreement number on your purchase order. Unless a signed license is on file with ESRI, ESRI software, data, Web-enabled services and subscriptions are subject to the ESRI License Agreement included with the deliverable item as an on-line or click-through agreement. A copy is enclosed. Certain software or data requires a Master License Agreement signed by both parties. Professional services agreements may also include license terms.

Some ESRI software is copy protected with a software keycode or hardware key, and some software, data, Web-enabled services or subscriptions require registration or a password. You will be given instructions to access the keycode, register, or obtain a password through the ESRI Web site or by other means.

MAINTENANCE

After expiration of any complimentary period of maintenance that may apply to the licensed software, ESRI will quote maintenance payable annually in advance. A reinstatement fee applies when maintenance has lapsed.

OPTIONAL MULTI-YEAR MAINTENANCE

For software and data with optional multiyear maintenance for a discounted fee, the discounted maintenance fees are in consideration of, and contingent upon, your commitment to the maintenance term you elect in your order. For such multiyear maintenance, you may cancel the maintenance upon ninety (90) days advanced written notice to ESRI Customer Service, subject to payment of fifty percent (50%) of the outstanding maintenance fees for the maintenance term initially ordered. No other refund or reduction for cancellation is available. If you are ordering multi-year maintenance, please indicate a billing option on your purchase order by selecting a statement as indicated below.

Option 1. If you are purchasing a product with multi-year maintenance terms and are issuing the purchase order for all years upfront, please include the following information on your purchase order: **"This PO is in acceptance of quote # _____ and covers the total amount for all years included in the multi-year maintenance term. ESRI may invoice the entire amount upon shipment."**

Option 2. If you are purchasing a product with multi-year maintenance terms and are issuing the purchase order for the first year only, please include the following information on your purchase order (PO): "**This PO is in acceptance of quote #_____.** This order is for the initial year of the multi-year maintenance term. We agree to issue a PO for each subsequent year in a pro rata amount per year to be invoiced annually in advance."

Option 3: If you are purchasing a product with multi-year maintenance terms and are issuing the purchase order for all years upfront but want to be invoiced annually, please include the following information on your purchase order: "**This PO is in acceptance of quote #_____ and covers the total amount for all years included in the multi-year maintenance term. However, ESRI shall invoice annually in advance a pro rata amount for each year of the term.**"

DATA AND WEB SERVICES DISCLAIMER

Data and Web Services may contain some nonconformities, defects, errors, or omissions. THE DATA AND WEB SERVICES ARE PROVIDED "AS-IS" WITHOUT WARRANTY OF ANY KIND. Without limiting the generality of the preceding sentence, ESRI and its licensors do not warrant that the data and Web Services will meet Licensee's needs or expectations, that the use of the data or web services will be uninterrupted, or that all nonconformities can or will be corrected. ESRI and its licensors are not inviting reliance on this data or Web Services, and Licensee should always verify actual data or Web Services.

DELIVERY

FOB Redlands, CA, USA

Software: Allow thirty (30) days from ESRI's receipt of purchase order, signed Software License Agreement(s), and other documents, as required.

Hardware: Manufacturer's terms apply. Lead times depend on make/models purchased.

Note: Standard delivery method is ground or two-day air for software and surface carrier for hardware. Actual delivery method may vary depending on weight. Other service is available for an additional fee (e.g., overnight delivery).

PAYMENT TERMS

Net thirty (30) days, on approved credit. Orders less than \$800 require prepayment by check or credit card unless your organization is a government agency, university, college, or Fortune 500 company.

TAXES

This quote includes applicable sales or use taxes for the prices quoted as required by law. The tax amount may change depending on the time lapse between this quote and your order to us. ESRI will include applicable sales or use taxes on your invoice unless you provide proof with your order that your organization or use of the product is tax exempt.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 15, 2009

RE: Resolution No. 2009-036 – Resolution Supporting the Submittal of a Grant Application to the State of Michigan Department of Labor and Economic Growth Bureau of Energy Systems

Enclosed for your review and approval is Resolution No. 2009-036 which supports the submission of a grant application to the State of Michigan Department of Labor and Economic Growth (DLEG) Bureau of Energy Systems.

The State of Michigan DLEG has secured over \$15 million in federal funds through the American Recovery and Reinvestment Act to be awarded to Michigan communities through its Energy Efficiency and Conservation Block Grant Program. The Township would be eligible to receive an estimated \$112,000 to \$125,000 under this grant program with no matching funds required.

If the Township were awarded money from this grant program it would be used to evaluate ways for the Township to be more energy efficient including a centralized HVAC system and LED bulbs for the CSC parking lot lights. Our consultants, C2AE, believe that the Township's previous proactive approach in energy efficiency would position us favorably for being considered for the grant money. They are currently preparing the grant application for submittal by October 22, 2009 to the State of Michigan DLEG Bureau of Energy Systems and encourage the Board to attach a resolution of support.

Therefore, I recommend the Board adopt Resolution No. 2009-036 which supports the submittal of an energy grant application and authorizes the Township Manager to execute the application on behalf of the Township.

Recommended Motion:

To adopt Resolution No. 2009-036 supporting the submission of a grant application to the State of Michigan Department of Labor and Economic Growth Bureau of Energy Systems and authorizes the Township Manager to execute the grant application on behalf of the Township.

INTEROFFICE MEMORANDUM

TO: JOHN ELSINGA, TOWNSHIP MANAGER
FROM: SANDRA DIORKA, DIRECTOR OF PUBLIC SERVICES 
SUBJECT: MICHIGAN ENERGY EFFICIENCY & CONSERVATION BLOCK GRANT
DATE: OCTOBER 14, 2009
COPY TO: FILE

The Department of Energy, Labor & Economic Growth (DELEG) is accepting proposals for Multi-Purpose Grants for Non-Entitlement Local Governments under the Michigan Energy Efficiency & Conservation Block Grant Program. The Township may be eligible to receive an estimated \$112,000 to \$125,000 in grant funds with no matching funds required. Proposals must be submitted by October 22, 2009.

To pursue this opportunity, Township personnel met with local engineering firms knowledgeable and experienced in applying for grant funds. Of these firms, we selected C2AE based on their qualifications and many years of previous service to the township.

If obtained, the grant funds would be utilized to perform an energy audit of Township facilities; purchase and install a centralized heating, ventilation and air conditioning (HVAC) controls system; convert twelve (12) existing CSC parking lights to light emitting diode (LED) bulbs; and develop and implement a LED demonstration program for possible future revisions to the municipal standards and ordinances.

A board Resolution supporting the application will hopefully boost the Township's selection criteria points used to determine grantee selection.

I respectfully request you seek board support for this application through the attached Resolution.

Delhi Charter Township

Resolution No. 2009-036

A Resolution to Submit the Grant Application to the State of Michigan Department of Labor and Economic Growth Bureau of Energy Systems

At a Regular Meeting of the Township Board of the Charter Township of Delhi, Ingham County, Michigan, held in the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Tuesday, October 20, 2009, at 7:30 o'clock p.m.

PRESENT:

ABSENT:

The following Resolution was offered by_____.

WHEREAS, by Resolution of September 24, 2007, the Delhi Charter Township Planning Commission approved amendments to the Delhi Charter Township Comprehensive Development Plan to be known as the 2007 Master Plan, and

WHEREAS, said 2007 Master Plan identified the following Vision for the Township Environment:

“Delhi Charter Township shall embrace the characteristics of the natural environment by adopting policies, regulations, zoning and plans that preserve environmental resources from the impacts of development and enhance them to the extent possible.”, and

WHEREAS, two of the eight related Environment goals within said 2007 Master Plan included:

Goal 3: Minimize noise, odor, smoke, vibration, (toxic) emissions, light pollution, dust and glare.

Goal 8: Delhi Charter Township shall demonstrate environmental stewardship as a model for all to follow., and

WHEREAS, Delhi Charter Township has undertaken and funded many initiatives supporting these goals including, but not limited to:

- Adoption and implementation of the 2007 Non-Motorized Transportation Plan
- Implementation of a municipal recycling program

- Construction of the Township’s first “green” building, the new Sam Corey Senior Center, in accordance with Leadership in Energy and Environmental Design (LEED) Certification Standards
- Construction of the state’s first integrated biomass to energy system at the publicly owned treatment works
- Registration in the EnergyStar program to benchmark, evaluate and direct further energy reduction strategies in municipal facilities, and

WHEREAS, the State of Michigan Department of Labor and Economic Growth Bureau of Energy Systems has successfully secured \$15,480,000 in Federal funds provided through the American Recovery and Reinvestment Act to be competitively awarded to Michigan communities through its Energy Efficiency and Conservation Block Grant Program (EECBG) for the stated purpose as follows:

“...assist eligible cities, townships and counties in implementing energy efficiency and conservation strategies that reduce fossil fuel emissions and total energy use, and that improve energy efficiency in the transportation, building and other sectors.”, and

WHEREAS, Delhi Charter Township is eligible under the EECBG for consideration of an award estimated to range between \$112,000 to \$125,000 requiring no local matching funds that can be used to further implement the Township’s vision and action plans for efforts synergistic to the EECBG program.

NOW, THEREFORE, BE IT RESOLVED; as follows:

That the Township Manager be directed to prepare and execute on behalf of Delhi Charter Township, Michigan, an application to the State of Michigan Department of Labor and Economic Growth Bureau of Energy Systems pursuant to its Request for Proposals for submittal due on or before 5:00 p.m. local time, Thursday, October 22, 2009.

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

Evan Hope, Township Clerk

STATE OF MICHIGAN)

)ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Clerk of the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on the 20th day of October 2009.

IN WITNESS THEREOF, I have hereunto affixed my official signature this _____ day of October 2009.

Evan Hope, Township Clerk



Lansing • Gaylord • Grand Rapids

725 Prudden Street
Lansing, MI 48906

P: 517 371 1200
F: 517 371.2013

info@c2ae.com
www.c2ae.com

October 14, 2009

Mr. John Elsinga, Township Manager
Delhi Charter Township
2074 Aurelius Road
Holt, MI 48842

RE: Michigan Energy Efficiency & Conservation Block Grant (EECBG) Program
Proposal for Engineering Services

Dear Mr. Elsinga:

Delhi Charter Township has been proactively pursuing various energy efficiency and conservation programs throughout its operations for many years. From participating in the Energy Star program to benchmark reductions in municipal energy consumption to a visionary and methodical approach to non-motorized transportation helping to reduce gas emissions and traffic congestion, your overall mission in these efforts is consistent with the goals of the EECBG program currently open for competitive grant solicitation. As discussed, the goals of the Program are:

- Promote energy savings
- Create and retain jobs
- Reduce greenhouse gas emissions

This compatibility of goals should position the Township well for high consideration of a grant under the State of Michigan's current \$15.48 Million EECBG Multi-Purpose grant program funded through the ARRA. We understand the Township is eligible to receive an estimated \$112,000 to \$125,000 under this program with no matching funds required.

C2AE would be happy to help the Township research and prepare an EECBG Multi-Purpose grant application for the following:

- Perform a Technical Energy Analysis (TEA) for the three municipally owned facilities including the Community Service Center (CSC), DPW Facility and
- Purchase and install a centralized, programmable heating, ventilation and air conditioning (HVAC) controls system to optimize efficient operation of the three facility's systems
- Convert the twelve (12) existing CSC parking lot lights to Light Emitting Diode (LED) bulbs, which have been estimated to result in 50% or more in energy savings
- Develop and implement a demonstration program highlighting these improvements and serving as a model to implement their future applications in municipal standards and ordinances

We propose the following:

- Work with Township personnel to document the energy efficiency and conservation measures taken to date and establish strategy goals for the implementation of the above noted project elements.
- Prepare a Resolution for Township Board approval of the grant application.
- Complete draft Proposal Cover Page, Management Summary, Statement of the Problem, Work Plan, Prior Experience, Personnel, Time Frame and Budget Consideration narratives, figures and spreadsheets, as required in the Michigan EECBG program Request for Proposals. Narratives will be structured to address the primary goals and objectives of the program.
- Complete the National Environmental Policy Act Questionnaire, as required, including conducting the necessary on-line research of environmental programs and resources.
- Complete the State Historic Preservation Office (SHPO) Application for Section 106 Review, as required, including the necessary photographs and site/property description.
- Review all draft documents with Township personnel for accuracy of content and approach.
- Prepare the required number of final documents for Authorized Township signatures, including copies for Township files.
- Hand-deliver the grant application package to the required submittal office before the required submittal deadline of 5:00 p.m. Thursday, October 22, 2009.

C2AE will perform these services for the lump-sum fee of \$2,500. The terms and conditions of our general services contract will apply to the work specified herein. We greatly appreciate the opportunity to continue to serve Delhi Charter Township's professional service needs and wish you well in this pursuit.

Sincerely,

C2AE



Robert W. Farrier
Business Unit Leader



Kevin P. Feuka, P.E.
Principal, Director of Infrastructure Services

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 15, 2009

RE: Proposal for Professional Services for Cook and Thorburn Sanitary Sewer Replacement from C2AE

Enclosed for your review and approval is an engineering proposal from C2AE for engineering design and construction observation for the lowering of a sanitary sewer pipe below the Cook and Thorburn Drain.

We have been informed by the Ingham County Drain Commissioner's office there is a section of sanitary sewer pipe that needs to be lowered to accommodate the improvements they are making to the Cook and Thorburn drain.

The engineering costs along with construction costs may together approach \$100,000 subject to the difficulty of this project. Any, or all, of the Township's cost may be credited against the Township's apportionment of costs for the Cook and Thorburn Storm Sewer Improvement Project. To be considered for such a credit there must be mitigating circumstances whereby such costs can be charged to their project. Otherwise, the costs will be borne by the Sewer Fund as it is located in the Cook and Thorburn Drain easement, established in 1914.

Recommended Motion:

To approve the proposal from C2AE for Professional Services for Cook and Thorburn Sanitary Sewer Replacement in the estimated amount of \$18,600.

INTEROFFICE MEMORANDUM

TO: JOHN ELSINGA, TOWNSHIP MANAGER
FROM: SANDRA DIORKA, DIRECTOR OF PUBLIC SERVICES
SUBJECT: ENGINEERING SERVICES FOR DESIGN AND CONSTRUCTION
OBSERVATION FOR COOK AND THORNBURN SEWER CROSSING
CONSTRUCTION – C2AE
DATE: OCTOBER 14, 2009
COPY TO: FILE

As you know, the Ingham County Drain Commission (ICDC) is about to proceed with a drain improvement project on the Cook and Thornburn Drain. The work scheduled adjacent to the Maintenance Facility at 1492 Aurelius Road, involves lowering the invert or bottom of the drain. In doing so, the drain and the existing sewer serving Centennial Estates will collide. Therefore, the sewer must be lowered.

We have been working to review and finalize the design of the lowering with ICDC's engineer (Spicer Group) and C2AE for more than a year. Given C2AE's previous involvement with the project and our relationship with them for sewer work, we requested a proposal from them for finalizing design, preparation of specifications, bidding, and construction observation.

If approved, this project would be let for bid at the earliest opportunity with construction beginning immediately.

I respectfully request you seek approval from the Township Board of Trustees for C2AE to perform this work for a lump sum of \$7,400 for design and bidding and time and materials for construction observation at an estimated amount of \$11,200.



Lansing • Gaylord • Grand Rapids

725 Prudden Street
Lansing, MI 48906

P: 517 371.1200

F: 517 371 2013

info@c2ae.com

www.c2ae.com

October 13, 2009

Ms. Sandra Diorka
Delhi Charter Township
1492 North Aurelius Road
Holt, MI 48842

Re: Proposal for Professional Services
Cook & Thornburn Sanitary Sewer Replacement

Dear Ms. Diorka:

In response to your request, we are pleased to submit this proposal for design, bidding and construction engineering services related to the sanitary sewer replacement of the crossing of the Cook & Thornburn Drain. We understand that as a part of the Ingham County Drain Commission's project to lower the open ditch drain, the existing sanitary sewer that crosses south of Lift Station D needs to be lowered. The Township and Drain Office have agreed to remove the sanitary sewer replacement work from the Drain project to have the Township contract the work directly. The cost of the work may be deducted from the Township's share of the drain assessment.

As a part of the design, C2AE will evaluate the future capacity requirements for the area served by the sewer and upsize the pipe as needed. The project will also include provisions for a manhole access drives.

We appreciate the opportunity to submit this proposal for consideration and are looking forward to working with you on this project. If the terms, as stated in this proposal, are acceptable, please sign both copies, as required, and return one copy to our office. If you have any questions, please contact us. Thank you.

Sincerely,

C2AE

Adam D. Falkowski, P.E.
Project Manager

ACCEPTED:
DELHI CHARTER TOWNSHIP,
MICHIGAN

BY: _____

Robert W. Farrier
Business Unit Leader

DATE: _____

ARCHITECTURE
ENGINEERING
PLANNING

SAD/dav/090053

IT'S THE PEOPLE



C2AE proposes to provide the following design and construction phase services for the Cook & Thornburn sanitary sewer replacement:

Design Services

1. Kick-Off Meeting: Meet with the Township staff to review the project requirements, including the scope of services and schedule.
2. Background Information: Obtain existing design drawings and Autocad base drawings from the engineering consultant for the Drain Office. Obtain record drawings, digital aerials, and GIS information from the Township to be used as a base to prepare plan sheets. Visit site to verify information as necessary.
3. Soil Boring Review: Review existing soil boring information from the Lift Station D project and the soils investigations performed for the Drain Office. Provide a recommendation to the Township to secure additional soil investigations if the existing information is not sufficient.
4. Utility Coordination: Forward copies of the project plans to the appropriate utility companies to verify and obtain utility location information.
5. Contract Documents: Utilizing base drawing information from Drain Office project, develop contract documents (plans and technical specifications) for the project.
6. Design Review: Complete a preliminary design review meeting with Township staff.
7. Final Design: Incorporate Township staff comments into the plans and specifications for the project.
8. Opinion of Probable Cost: Develop preliminary project quantities and prepare a preliminary opinion of probable construction cost.
9. Michigan Department of Environmental Quality (MDEQ) Sewer System Construction Permits: If the size and capacity of the sanitary sewer is upgraded as a part of the replacement project, it will become necessary to submit final plans, specifications and applications for a sanitary system construction permit to the MDEQ, for review, approval, and permit issuance.
10. Drain Crossing and Soil Erosion and Sedimentation Control (SESC) Permit: Coordinate with the Drain office project and Township Staff for the permits.

Bidding Phase

1. Bidder Selection: Consult with Township to determine a list of five contractors to solicit bids from.
2. Plans and Specifications for Bidding: Furnish and distribute plans and specifications to prospective bidders.
3. Consultation: Answer questions from contractors relative to the project.



IT'S THE PEOPLE

4. Bidding: Attend and conduct the bid opening.
5. Bid Tabulation: Compile bid tabulation.

Construction Phase

1. Contract Document Execution: Prepare contract documents for execution by the Township and the Contractor.
2. Pre-Construction Meeting: Schedule and conduct a pre-construction meeting.
3. Construction Staking: Provide staking for construction of proposed structures and sewer alignment.
4. Construction Observation: Provide a resident project representative to observe the Contractor's progress during construction. Daily reports will be prepared giving general observations of the work completed to date. Photographs will be taken of the sewer installation. It is assumed that a maximum of four weeks of full time observation will be required.
4. Office Engineering/Contract Administration: Provide office assistance for compliance with the contract documents, shop drawing review, review and approve estimates for progress and final payment, and provide reports and maintain such records as are required to document the work.
5. Punch List: Perform pre-final inspections; prepare separate punch lists for each project.
6. Final Inspection: Perform final inspections of the completed projects.
7. Record Drawings: Prepare record drawings of the completed construction and provide the Township with an electronic copy and two (2) sets of prints.



*Schedule and Fee
Cook & Thornburn Sanitary Sewer Replacement*

Implementation Schedule

It is anticipated that construction will take place in late winter or early spring.

Fee for Services

The Design/Bidding Phase includes previous time pertaining to dealing with the ICDC and their consultant regarding the proposed drain crossing.

We propose to provide the services, as outlined herein, in accordance with the following:

<u>Task</u>	<u>Fee</u>	<u>Fee Basis</u>
Design/Bidding	\$7,400	Lump Sum
Construction	\$11,200	Time & Materials, Estimated

Invoices will be forwarded on a monthly basis reflecting the level of work completed and are due upon receipt.

ACCOUNTS PAYABLE APPROVAL

October 6, 2009

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated October 6, 2009, numbered 75652 through 75777 & ACH #1117 . Every invoice has a payment authorizing signature(s).

Dated: October 6, 2009

 Lora Behnke, Accounting Clerk
II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated October 6, 2009 show payments made from the following funds:

General Fund	\$	239,107.87	
Parks & Recreation		13,826.71	
Fire Equip. & Apparatus Fund		2,240.81	
Brownfield Redevelopment Fund		581.27	
Downtown Development Fund		71,735.57	
Community Development Fund		4,622.45	
Trust & Agency Fund		4,521.70	
Current Tax Fund		39,311.58	
Subtotal Common Savings*	\$		375,947.96
Sewer Fund Receiving**	\$		214,700.07
Grand Total	\$		<u>590,648.03</u>

Includes the following to be reimbursed from separate bank accounts:

*Current Tax Account	\$	39,311.58
Employee Flexible Spending Acct.	\$	25.00

Dated: October 6, 2009

 Marian Frane, Director of Accounting

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. (\$55,783.00 C2AE for Preliminary Design Lift Station D & McCue Rd. (July) 3/3/09, \$12,873.00 C2AE for Preliminary Design Lift Station D & McCue Rd. (August) 3/3/09, \$38,619.00 C2AE for Preliminary Design Lift Station D & McCue Rd. (September) 3/3/09, \$11,830.08 Woverine Engineers for CSC Parking Lot Engineering 10/7/08, \$20,060.00 Young's Environmental Cleanup, Inc. for Sewer Lead Repairs 1/20/09)

Dated: October 6, 2009

 John B. Elsinga, Township Manager

 Evan Hope, Township Clerk

 Harry R. Ammon, Treasurer

IV. Board Audit and Approval: At a regular meeting of the Township Board held on October 20, 2009, a motion was made by _____ and passed by _____ yes votes and _____ no votes (_____ absent) that the list of claims dated October 6, 2009, was reviewed, audited and approved.

 Evan Hope, Township Clerk

INVOICE DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
 INVOICES TO BE PAID 09/23/2009 - 10/06/2009
 Paid Invoices Only

Vendor	Invoice Description	Amount
Fund 101 GENERAL FUND		
Dept 101.00 LEGISLATIVE		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	11.40
CAPITAL AREA RAIL COUNCIL	ANNUAL DUES 2009-2010 FISCAL YEAR	300.00
VERIZON WIRELESS	AUGUST CELLULAR PHONES	29.18
Total for Dept 101.00 LEGISLATIVE:		340.58
Dept 171.00 MANAGER		
DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	283.76
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	99.19
VERIZON WIRELESS	AUGUST CELLULAR PHONES	84.48
WENDY L THIELEN	MILEAGE 9/15-18/09 THIELEN	208.74
ADP SCREENING & SELECTION	SERVICE FEE	25.25
Total for Dept 171.00 MANAGER:		701.42
Dept 191.00 ACCOUNTING		
DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	257.40
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	51.87
ACI FINANCE, INC	CONTINUING DISCLOSURE FILING	46.53
MARIAN FRANE	MILEAGE 9/21-23/09 - FRANE	220.34
ASSOCIATION OF GOVERNMENT	9/29/09 SEMINAR/FRANE	25.00
Total for Dept 191.00 ACCOUNTING:		601.14
Dept 215.00 CLERK		
DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	283.76
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	68.24
PAPER IMAGE PRINTING	5,000 TOWNSHIP LETTERHEAD	406.55
PRINTING ESSENTIALS	PRINTER LASER REFILL	66.00
HOLT POSTMASTER	POSTAGE FOR PERMIT #615	250.00
VERIZON WIRELESS	AUGUST CELLULAR PHONES	84.62
Total for Dept 215.00 CLERK:		1,159.17

Dept 228.00 INFORMATION TECHNOLOGY

DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	77.53
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	30.94
MICROTECH SERVICES, INC.	MONTHLY DSL SERVICE	120.00
VERIZON WIRELESS	AUGUST CELLULAR PHONES	84.50
MICROTECH SERVICES, INC.	SHIPPING & HANDLING OF WATCHGUARD	35.00

Total for Dept 228.00 INFORMATION TECHNOLOGY: 347.97

Dept 253.00 TREASURERS

DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	334.93
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	74.16
VERIZON WIRELESS	AUGUST CELLULAR PHONES	29.18
DELHI TOWNSHIP TREASURER	7/15/09 MILEAGE/TEBEAU	12.65
INGHAM COUNTY TREASURER	BS&A TAX TRAINING/TEBEAU & STEWARD	160.00

Total for Dept 253.00 TREASURERS: 610.92

Dept 257.00 ASSESSING

DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	170.06
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	69.16
LANSING ICE & FUEL CO	GASOLINE 9/16-30/09	43.54
THRUN LAW FIRM, P.C.	LEGAL FEES SEPTEMBER	98.40
VERIZON WIRELESS	AUGUST CELLULAR PHONES	58.36
DELHI TOWNSHIP TREASURER	PARKING/MUNSON	17.00

Total for Dept 257.00 ASSESSING: 456.52

Dept 265.00 BUILDING & GROUNDS

DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	139.46
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	31.63
LANSING ICE & FUEL CO	GASOLINE 9/16-30/09	78.19
ACE HARDWARE	FLUOR BULB	7.49
FIELD'S FIRE PROTECTION, INC.	ANNUAL SPRINKLER SYSTEM INSPECTION	165.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/CSC	975.00
TDS METROCOM	SEPTEMBER LOCAL SERVICE	1,225.21
METRONET LONG DISTANCE	SEPTEMBER LONG DISTANCE SERVICE	37.74
DELHI TOWNSHIP TREASURER	SEWER 2074 AURELIUS	310.50
CONSUMERS ENERGY	ELECTRIC 2074 AURELIUS	5,497.25
CONSUMERS ENERGY	GAS 2074 AURELIUS	149.45
JACKSON AUTOMATIC SPRINKLER	INSPECTION & REPORT-FIRE SPRINKLER	1,150.00
WOLVERINE ENGINEERS	CSC PARKING LOT CONST OBSERVATION	11,830.08
WESCO DISTRIBUTION, INC	LIGHT BULBS	33.00
WESCO DISTRIBUTION, INC	LIGHT BULBS	276.00

Total for Dept 265.00 BUILDING & GROUNDS: 21,906.00

Dept 276.00 CEMETERY		
DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	92.31
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	20.94
LANSING ICE & FUEL CO	GASOLINE 9/16-30/09	51.76
RUMSEY & SONS CONSTRUCTION	2 CEMETERY FOUNDATIONS	36.50
CONSUMERS ENERGY	ELECTRIC 4149 WILLOUGHBY	47.74

Total for Dept 276.00 CEMETERY: 249.25

Dept 301.00 POLICE		
INGHAM COUNTY TREASURER	SEPTEMBER POLICE CONTRACT	200,631.16

Total for Dept 301.00 POLICE: 200,631.16

Dept 336.00 FIRE DEPARTMENT		
DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	1,325.29
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	255.12
BARYAMES CLEANERS	UNIFORM CLEANING	200.60
LANSING ICE & FUEL CO	GASOLINE 9/16-30/09	613.73
LIFEGAS LLC	OXYGEN	115.25
FIRE DEPT SAFETY OFFICERS	MEMBERSHIP/BROWN	85.00
COUNTY OF INGHAM	911 RADIO FEE	1,210.86
TDS METROCOM	SEPTEMBER LOCAL SERVICE	61.45
METRONET LONG DISTANCE	SEPTEMBER LONG DISTANCE SERVICE	2.97
VERIZON WIRELESS	AUGUST CELLULAR PHONES	379.36
DELHI TOWNSHIP TREASURER	SEWER 6139 BISHOP	30.00
CONSUMERS ENERGY	ELECTRIC 6139 BISHOP	55.26
CONSUMERS ENERGY	GAS 6139 BISHOP	35.53
DELHI TOWNSHIP TREASURER	TOLL ROADS	10.25

Total for Dept 336.00 FIRE DEPARTMENT: 4,380.67

Dept 446.00 INFRASTRUCTURE		
BOARD OF WATER & LIGHT	WATER & STREETLIGHTS	5,844.04
THRUN LAW FIRM, P.C.	LEGAL FEES SEPTEMBER	410.00

Total for Dept 446.00 INFRASTRUCTURE: 6,254.04

Dept 850.00 OTHER FUNCTIONS		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	16.24
THRUN LAW FIRM, P.C.	LEGAL FEES SEPTEMBER	606.80
ENCOMPASS/EAP	3RD QTR 2009 EAP	596.75
DEWALD SOUND EQUIPMENT	SOUND SYSTEM REPAIR/BOARD ROOM	50.00
SECAP FINANCE	FOLDING MACHINE LEASE #2	189.00
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	10.24

Total for Dept 850.00 OTHER FUNCTIONS: 1,469.03

Total for Fund 101 GENERAL FUND: 239,107.87

Fund 208 PARKS & RECREATION FUND

Dept 000.00

ALICE SMITH	REFUND SENIOR TRIP	50.00
DON CARY	REFUND SENIOR TRIP	50.00

Total for Dept 000.00 : 100.00

Dept 752.00 ADMINISTRATION

DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	82.72
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	48.68
TDS METROCOM	SEPTEMBER LOCAL SERVICE	151.49
TDS METROCOM	TELEPHONE - SENIOR CITIZENS CENTER	281.45
METRONET LONG DISTANCE	SEPTEMBER LONG DISTANCE SERVICE	1.73
VERIZON WIRELESS	AUGUST CELLULAR PHONES	248.14
ENCOMPASS/EAP	3RD QTR 2009 EAP	38.75
MICHIGAN RECREATION	MEMBERSHIP RENEWAL	465.00

Total for Dept 752.00 ADMINISTRATION: 1,317.96

Dept 771.00 PARKS

DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	128.70
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	19.11
LANSING ICE & FUEL CO	GASOLINE 9/16-30/09	525.72
ACE HARDWARE	(2) 9V BATTERIES	13.98
ACE HARDWARE	CHISEL BRICK SET	10.99
ACE HARDWARE	8 MORTAR SEALERS	38.32
ACE HARDWARE	QT OF 2 CYCLE OIL	4.29
LANSING SANITARY SUPPLY INC	CLEANING SUPPLIES	270.34
AMERICAN RENTAL	PORTABLE TOILETS	560.00
MODEL COVERALL SERVICE	UNIFORM PANTS	23.47
MODEL COVERALL SERVICE	UNIFORM PANTS	55.07
DK SECURITY	SECURITY	1,351.67
STATE OF MICHIGAN	WATER SAMPLES	195.00
STATE OF MICHIGAN	WATER SAMPLES	30.00
MODEL COVERALL SERVICE	UNIFORM PANTS	21.07
DELHI TOWNSHIP TREASURER	SEWER 1750 MAPLE	35.70
DELHI TOWNSHIP TREASURER	SEWER 2108 CEDAR	15.95
DELHI TOWNSHIP TREASURER	SEWER 2287 PINE TREE	49.75
DELHI TOWNSHIP TREASURER	SEWER 4030 KELLER	120.85
CONSUMERS ENERGY	ELECTRIC 1750 MAPLE	43.02
CONSUMERS ENERGY	ELECTRIC 2074 AURELIUS #PARK	1,383.33
CONSUMERS ENERGY	ELECTRIC 2108 CEDAR	964.59
CONSUMERS ENERGY	ELECTRIC 2177 WEST BLVD	19.66
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE	136.60
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE	125.53
CONSUMERS ENERGY	ELECTRIC 4080 KELLER	57.79
CONSUMERS ENERGY	ELECTRIC 4111 HOLT	139.98
CONSUMERS ENERGY	GAS 2108 CEDAR	26.84
CONSUMERS ENERGY	GAS 2287 PINE TREE	21.39
CONSUMERS ENERGY	GAS 4111 HOLT	10.50

ACE HARDWARE	BARREL BOLT/NAILS	8.19
CLERY FENCE CO.	2) TOP RAILS	67.20
JOHN DEERE LANDSCAPES	4 SPRAY HEADS/100 FT FLEX PIPE	43.46
MENARDS LANSING SOUTH	BLOCKS/CAULK GUN & CAULK SAV'R	57.39
MENARDS LANSING SOUTH	CREDIT	(40.39)
SPARTAN BARRICADING	RENTED 14 DRUMS/8 ROLLS FENCE	190.00
SPARTAN DISTRIBUTORS	CREDIT	(34.99)
SPARTAN DISTRIBUTORS	HYDRAULIC FILTER & FREIGHT	46.45
SPARTAN DISTRIBUTORS	HYDRAULIC FILTER & FREIGHT	46.49
SPARTAN DISTRIBUTORS	(2) FILTERS & FREIGHT	86.50
TASMANIAN TIRE CO.	2 TIRES	125.00
LANDSCAPE ARCHITECTS	VALHALLA PARK CONSTRUCTION DOCS	803.75

Total for Dept 771.00 PARKS: 7,798.26

Dept 774.00 RECREATION		
DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	77.53
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	23.21
D & M SILKSCREENING	5 T-SHIRTS	32.50
JOHNNY MAC'S	3 DZ FLAG BELTS/FREIGHT	226.25
PIONEER MANUFACTURING CO	FIELD PAINT & FREIGHT	1,827.00
DEAN TRAILWAYS OF MICHIGAN	BUS TO MACKINAC/SENIOR CITIZENS	2,424.00

Total for Dept 774.00 RECREATION: 4,610.49

Total for Fund 208 PARKS & RECREATION FUND: 13,826.71

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 339.00 EQUIPMENT & APPARATUS		
FIRE SERVICE MANAGEMENT LLC	FIRE TURNOUT CLEANING	19.35
DELHI TOWNSHIP TREASURER	ALTERNATOR BELT	5.71
DELHI TOWNSHIP TREASURER	ALTERNATOR BELT	5.71
CARQUEST THE PARTS PLACE	FUEL FILTER/SPARK PLUG	6.22
ARC - MID MICHIGAN CHAPTER	CPR/AED	225.00
MI FIRE SERVICE INSTRUCTORS	BROWN & PORCELLO CONFERENCE	195.00
LANSING TOWNSHIP FIRE DEP	9/19/09 DRIVERS TRAINING CLASS	245.00
SUPERIOR SAW	ROOF CUT CHAIN SAW	1,191.92
SUPERIOR SAW	SAW REPAIR	346.90

Total for Dept 339.00 EQUIPMENT & APPARATUS: 2,240.81

Total for Fund 211 FIRE EQUIP. & APPARATUS FUND: 2,240.81

Fund 243 BROWNFIELD REDEVELOPMENT AUTH

Dept 734.00 REMEDIATION PLANS		
MARMIKE TWO, LLC	BROWNFIELD #3 2009 SUMMER REIMBUR	581.27

Total for Dept 734.00 REMEDIATION PLANS: 581.27

Total for Fund 243 BROWNFIELD REDEVELOPMENT AUTH: 581.27

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 728.00 DDA ADMINISTRATION

DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	77.53
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	39.13
THRUN LAW FIRM, P.C.	LEGAL FEES SEPTEMBER	98.40
ACI FINANCE, INC	CONTINUING DISCLOSURE FILING	70.50
AT&T	LED SIGN 2004 AURELIUS	30.13
TDS METROCOM	SEPTEMBER LOCAL SERVICE	191.91
METRONET LONG DISTANCE	SEPTEMBER LONG DISTANCE SERVICE	3.13
VERIZON WIRELESS	AUGUST CELLULAR PHONES	37.48
FIELD'S FIRE PROTECTION, INC.	ANNUAL SPRINKLER SYSTEM INSPECTION	240.00
NBS	CARPET CLEANING/DDA & ICSD	340.00

Total for Dept 728.00 DDA ADMINISTRATION: 1,128.21

Dept 729.00 DDA MARKETING & PROMOTION

ACE HARDWARE	2 KEYS (FARMERS MARKET)	3.38
BLOHM CREATIVE PARTNERS	FARMERS MARKET AD FOR DIRECTORY	383.75
CHARLES GRINNELL	53 HOURS @ \$20	1,060.00
JUDITH A TUTTLE	FLOWERS & PLANTS - FARMERS MARKET	42.92
BLOHM CREATIVE PARTNERS	AUGUST WEB MAINTENANCE & HOSTING	775.00

Total for Dept 729.00 DDA MARKETING & PROMOTION: 2,265.05

Dept 730.00 COMM REHABILITATION REBATE PGM

DART CONTAINER OF MICHIGAN	3140 SPANISH OAK/PARKING LOT	5,000.00
DART CONTAINER OF MICHIGAN	4147 KELLER - PAVEMENT	5,000.00
DART CONTAINER OF MICHIGAN	3125 SOVEREIGN - PAVEMENT	5,000.00

Total for Dept 730.00 COMM REHABILITATION REBATE PGM: 15,000.00

Dept 731.00 DDA INFRASTRUCTURE PROJECTS

TETRA TECH, INC.	TIGER GRANT APP FOR CEDAR ST PHASE	5,635.35
TRAFFIC ENGINEERING ASSOC	CEDAR ST 3 LANE TRAFFIC STUDY	8,900.00
ACE HARDWARE	SCREWS/BOLTS/NAILS	22.66
C2AE	I-96 UNDERPASS & N. CONNECTOR TRAIL	7,055.79
LANDSCAPE ARCHITECTS	WILLOUGHBY ROAD CONNECTOR	1,000.00
LOWE'S CREDIT SERVICES	24 BAGS CONCRETE MIX	71.28
LANDSCAPE ARCHITECTS	CSC PARKING CONSTRUCTION ADMIN	825.00
ROYAL LAWN & LANDSCAPE, INC.	LANDSCAPE SERV CSC PARKING LOT	400.00
WOLVERINE ENGINEERS	CSC PARKING LOT CONST OBSERVATION	11,133.35
JOHN DEERE LANDSCAPES	TREE STAKES & FERTILIZER	207.65
THE COTTAGE GARDENS, INC.	PLANTS FOR CSC PARKING LOT	161.00

Total for Dept 731.00 DDA INFRASTRUCTURE PROJECTS: 35,412.08

Dept 850.00 OTHER FUNCTIONS

DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	129.64
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	29.40
LANSING ICE & FUEL CO	GASOLINE 9/16-30/09	72.68
MAID BRIGADE OF LANSING	CLEANING SERVICES/SHERIFF	480.00
BOARD OF WATER & LIGHT	WATER 2004 AURELIUS	97.66
DELHI TOWNSHIP TREASURER	SEWER 1465 CEDAR	12.00
DELHI TOWNSHIP TREASURER	SEWER 2017 PARK LANE	48.00
DELHI TOWNSHIP TREASURER	SEWER 2026 & 2028 CEDAR	25.76

DELHI TOWNSHIP TREASURER	SEWER 2034 CEDAR	12.00
DELHI TOWNSHIP TREASURER	SEWER 2045 CEDAR	35.70
DELHI TOWNSHIP TREASURER	SEWER 2150 CEDAR	26.78
DELHI TOWNSHIP TREASURER	SEWER 2185 CEDAR	12.00
DELHI TOWNSHIP TREASURER	SEWER 2191 CEDAR	12.00
DELHI TOWNSHIP TREASURER	SEWER 4294 VETERANS	12.00
DELHI TOWNSHIP TREASURER	SEWER 4302 VETERANS	12.00
CONSUMERS ENERGY	ELECTRIC 2004 AURELIUS	104.28
CONSUMERS ENERGY	ELECTRIC 4115 HOLT	159.78
CONSUMERS ENERGY	ELECTRIC 2045 CEDAR #A	773.61
CONSUMERS ENERGY	ELECTRIC 2045 CEDAR #B	97.26
CONSUMERS ENERGY	ELECTRIC 2116 CEDAR	322.39
CONSUMERS ENERGY	ELECTRIC 2150 CEDAR	278.34
CONSUMERS ENERGY	ELECTRIC 2228 AURELIUS	142.90
CONSUMERS ENERGY	ELECTRIC 3970 HOLT	89.75
CONSUMERS ENERGY	GAS 2045 CEDAR	32.02
CONSUMERS ENERGY	GAS 2150 CEDAR	46.80
J & D REPAIR	WATER PUMP & LABOR/SWEEPER TRUCK	330.61
J & D REPAIR	WATER PUMP & LABOR/SWEEPER TRUCK	420.00

Total for Dept 850.00 OTHER FUNCTIONS: 3,815.36

Dept 903.00 CAPITAL OUTLAY-DDA

SOIL & MATERIALS ENGINEERS	ASBESTOS ASSESS/4302 1/2 VETERANS	896.09
SOIL & MATERIALS ENGINEERS	ASBESTOS ASSESSMENT 2032 CEDAR	1,202.56
SOIL & MATERIALS ENGINEERS	ASBESTOS ASSESSMENT 2224 DELHI NE	1,208.91
SOIL & MATERIALS ENGINEERS	ASBESTOS ASSESSMENT 2191 CEDAR	1,152.17
SOIL & MATERIALS ENGINEERS	ASBESTOS ASSESSMENT 4292 VETERANS	1,650.51
SOIL & MATERIALS ENGINEERS	ASBESTOS ASSESSMENT 2028 CEDAR	1,312.19
SOIL & MATERIALS ENGINEERS	ASBESTOS ASSESSMENT 2034 CEDAR	963.90
SOIL & MATERIALS ENGINEERS	ASBESTOS ASSESS 2017 PARK LANE	1,497.13
SOIL & MATERIALS ENGINEERS	ASBESTOS ASSESS 4302 VETERANS	1,303.41

Total for Dept 903.00 CAPITAL OUTLAY-DDA: 11,186.87

Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA

LANDSCAPE ARCHITECTS	E. HOLT ROAD SIDEWALK ALIGNMENT	1,100.00
LANDSCAPE ARCHITECTS	E. HOLT ROAD SIDEWALK ALIGNMENT	840.00
ROYAL LAWN & LANDSCAPE, INC.	LANDSCAPE SERVICES 4338 BOND	988.00

Total for Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA: 2,928.00

Total for Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY: 71,735.57

Fund 542 COMMUNITY DEVELOPMENT FUND

Dept 000.00

EMIL'S ELECTRIC	ELECTRICAL PERMIT CANCELLED	45.00
-----------------	-----------------------------	-------

Total for Dept 000.00 : 45.00

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		
DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	669.86
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	140.14
LANSING ICE & FUEL CO	GASOLINE 9/16-30/09	98.91
THRUN LAW FIRM, P.C.	LEGAL FEES SEPTEMBER	65.60
WOLVERINE ENGINEERS	SITE PLAN REVIEW/KROGER FUEL STAT	440.00
WOLVERINE ENGINEERS	SITE PLAN REVIEW/DART OFFICE BLDG	1,045.00
TDS METROCOM	SEPTEMBER LOCAL SERVICE	105.93
METRONET LONG DISTANCE	SEPTEMBER LONG DISTANCE SERVICE	16.55
VERIZON WIRELESS	AUGUST CELLULAR PHONES	373.13
DELHI TOWNSHIP TREASURER	SEWER 4240 WOODWORTH	12.00
FRANKIE D'S AUTO & TRUCK	LOF/#51	28.00
OCE NORTH AMERICA DOCUMENT	AUGUST METER CHARGE	35.22
DELHI TOWNSHIP TREASURER	COPIES	2.00
SCHAFFER'S INC.	MOWING 2077 PHILLIPS	51.75
SCHAFFER'S INC.	MOWING 1693 TUSCANY	51.75
SCHAFFER'S INC.	MOWING 4376 DONCASTER	69.00
SCHAFFER'S INC.	MOWING 2470 GILBERT	120.75
SCHAFFER'S INC.	MOWING 4711 TOLLAND	69.00
SCHAFFER'S INC.	MOWING 2322 ROLLING RIDGE	69.00
SCHAFFER'S INC.	TRASH REMOVAL & MOWING 2536 SELMA	179.36
SCHAFFER'S INC.	MOWING & TRASH REMOVAL - 2101 THOR	634.75
SCHAFFER'S INC.	MOWING & BRUSH REMOVAL 2376 AUR	138.00
SCHAFFER'S INC.	MOWING 2191 CEDAR	51.75
MICHIGAN STATE UNIVERSITY	2 MICH LAW BOOKS	75.00
MACEO	10/13/09 CONFERENCE/LARNER	25.00
STATE OF MICHIGAN	NOTARY FILING FEE/MALONE	10.00

Total for Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT: 4,577.45

Total for Fund 542 COMMUNITY DEVELOPMENT FUND: 4,622.45

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

OWENS, BRIAN	REF SEWER 1548 ANTLER HOLT MI	8.05
KAMPER, KENNETH & PAMELA	REF SEWER 2169 ASPENWOOD	12.00
MOYER, DOUG	REF SEWER 2106 AUBURN HOLT MI	8.05
KARKAU, HELEN	REF SEWER 5970 CALETA LANSING MI	12.00
BELL TITLE AGENCY	REF SEWER 4139 CHAUCER CIR HOLT MI	171.17
MARK SANDERS CONSTRUCTION	REF SEWER 2107 DELHI NE HOLT MI	15.09
NEUMANN, DONALD	REF SEWER 2775 DUNWOODY	23.85
PROGRESSIVE LAND TITLE	REF SEWER 1889 HALL HOLT MI	12.00
SEC OF HOUSING & URBAN DEV	REF SEWER 4686 HOLT RD HOLT MI	447.77
BOWER, SCOTT	REF SEWER 3070 IVYWOOD	12.00
HEILMAN, TIMOTHY	REF SEWER 2715 MARITIME LANSING	13.20
VEREVKO, ANDREI	REF SEWER 1261 SUMAC LN HOLT	27.50
WHITFORD, PATRICK	REF SEWER 2068 THORBURN HOLT MI	12.00
NAKFOOR, LYNN	REF SEWER 4377 TUSCANY HOLT MI	35.70
C2AE	GILBERT/WEST TOWN DRAIN/ENG SERV	1,199.22
C2AE	GILBERT/WEST TOWN DRAIN/ENG SERV	1,459.97

Total for Dept 000.00 : 3,469.57

Dept 548.00 ADMINISTRATION & OVERHEAD

HARTFORD LIFE INSURANCE CO	RETIREES LIFE INSURANCE OCTOBER	10.15
THRUN LAW FIRM, P.C.	LEGAL FEES SEPTEMBER	147.60
HOLT POSTMASTER	OCTOBER SEWER BILLS	2,450.00
DELHI TOWNSHIP TREASURER	POSTAGE ON CERTIFIED MAIL	2.30
DELHI TOWNSHIP TREASURER	ADDITIONAL POSTAGE	0.34
ACI FINANCE, INC	CONTINUING DISCLOSURE FILING	132.97
ENCOMPASS/EAP	3RD QTR 2009 EAP	201.50
CUSTOM MAILERS, INC.	SEPTEMBER SEWER BILLS	446.79

Total for Dept 548.00 ADMINISTRATION & OVERHEAD: 3,391.65

Dept 558.00 DEPT OF PUBLIC SERVICE

DELTA DENTAL PLAN OF	DENTAL INSURANCE OCTOBER	1,602.76
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE OCTOBER	363.47
LANSING ICE & FUEL CO	GASOLINE 9/16-30/09	898.61
BARYAMES CLEANERS	UNIFORM DRY CLEANING	23.10
MODEL COVERALL SERVICE	STAFF UNIFORMS	81.35
MODEL COVERALL SERVICE	STAFF UNIFORMS	73.01
MODEL COVERALL SERVICE	STAFF UNIFORMS	73.01
MODEL COVERALL SERVICE	STAFF UNIFORMS	81.35
HASSELBRING-CLARK	MAINTENANCE CARTRIDGE	190.00
HASSELBRING-CLARK	BLUE 700 ML/PFI 701B	276.36
HASSELBRING-CLARK	ECONOMY BOND/36X150	24.45
HASSELBRING-CLARK	MATTE-COATED BOND/42X100	63.00
HASSELBRING-CLARK	CYAN 330 ML	162.62
HASSELBRING-CLARK	BLACK 330 ML	162.62
HASSELBRING-CLARK	ESTIMATED SHIPPING	5.00
SONIC SOLUTIONS, LLC	ULTRASONIC TRANSDUCER	4,495.00
SONIC SOLUTIONS, LLC	SHIPPING & HANDLING	17.50
ALEXANDER CHEMICAL CORP	SODIUM BISULFITE	735.00
ALEXANDER CHEMICAL CORP	CREDIT	(225.00)
KEMIRA WATER SOLUTIONS, INC	FERRIC CHLORIDE	4,834.86
ALEXANDER CHEMICAL CORP	SODIUM HYPOCHLORITE	3,605.32
C2AE	SANITARY SEWER STANDARDS UPDATE	745.04
C2AE	SANITARY SEWER STANDARDS UPDATE	296.09
UNITED PARCEL SERVICE	SHIPPING CHARGES	70.88
GRANGER III & ASSOCIATES	GREASE HAUL	68.28
TDS METROCOM	SEPTEMBER LOCAL SERVICE	447.68
METRONET LONG DISTANCE	SEPTEMBER LONG DISTANCE SERVICE	10.22
VERIZON WIRELESS	AUGUST CELLULAR PHONES	490.63
DELHI TOWNSHIP TREASURER	SEWER 1490 AURELIUS	175.00
CONSUMERS ENERGY	ELECTRIC 6055 MC CUE	119.04
CONSUMERS ENERGY	ELECTRIC 1390 WAVERLY	111.26
CONSUMERS ENERGY	ELECTRIC 1490 AURELIUS	1,440.54
CONSUMERS ENERGY	ELECTRIC 1494 AUELIUS	106.47
CONSUMERS ENERGY	ELECTRIC 1988 WAVERLY	400.38
CONSUMERS ENERGY	ELECTRIC 2358 EIFERT	353.73
CONSUMERS ENERGY	ELECTRIC 4828 HOLT	72.56
CONSUMERS ENERGY	ELECTRIC 5961 MC CUE	16,235.31
CONSUMERS ENERGY	ELECTRIC 2870 PINE TREE	405.34
CONSUMERS ENERGY	ELECTRIC 3505 HOLT	109.52
CONSUMERS ENERGY	ELECTRIC 4000 N. MICHIGAN #B	99.42
CONSUMERS ENERGY	ELECTRIC 5999 HOLT	22.39
CONSUMERS ENERGY	ELECTRIC 4280 DELL	391.95

CONSUMERS ENERGY	GAS 1490 AURELIUS	10.50
CONSUMERS ENERGY	GAS 1492 AURELIUS	63.13
CONSUMERS ENERGY	GAS 1988 WAVERLY	21.34
CONSUMERS ENERGY	GAS 2481 DELHI COMMERCE	10.50
CONSUMERS ENERGY	GAS 5961 MC CUE #2	24.12
CONSUMERS ENERGY	GAS 5961 MC CUE #3	10.50
CONSUMERS ENERGY	GAS 5961 MC CUE #4	12,845.65
CONSUMERS ENERGY	GAS 3505 HOLT	15.95
CONSUMERS ENERGY	GAS 4280 DELL	19.58
LOWE'S CREDIT SERVICES	MULTI-APPL COVER	8.44
ACE HARDWARE	GRAVEL MIX/DISC/TRASH BAGS	39.26
BRADY LAWN EQUIPMENT	BELT/WHEEL/BEARINGS/SEALS/SPACERS	199.33
BRADY LAWN EQUIPMENT	2 LONG SPACERS	6.94
JOHN DEERE LANDSCAPES	TREE STAKES & FERTILIZER	73.33
EDWARDS INDUSTRIAL SALE INC	10 HY-T BELTS	62.57
EDWARDS INDUSTRIAL SALE INC	10 HY-T BELTS	26.66
USA BLUE BOOK	12 AIR FILTERS & SHIPPING	931.98
USA BLUE BOOK	12 AIR FILTERS & SHIPPING	275.16
USA BLUE BOOK	12 AIR FILTERS & SHIPPING	109.60
ACE HARDWARE	GRAVEL MIX/SCREWS/BOLTS/NAILS	4.25
ACE HARDWARE	SCREWS/BOLTS/NAILS/GLV PLUG	37.35
JACK DOHENY SUPPLIES, INC	800' ROLL VACTOR HOSE	3,272.73
JACK DOHENY SUPPLIES, INC	VACTOR HOSE MALE ENDS	82.08
JACK DOHENY SUPPLIES, INC	VACTOR REEL HOSE	86.06
JACK DOHENY SUPPLIES, INC	FREIGHT CHARGES	98.00
JACK DOHENY SUPPLIES, INC	DEBRIS HOSE & SHIPPING	345.00
JACK DOHENY SUPPLIES, INC	2 HOSE END & SHIPPING	107.05
FIELD'S FIRE PROTECTION, INC.	ANNUAL SPRINKLER SYSTEM INSPECTION	165.00
FLIER'S QUALITY WATER SYSTEMS	MIXED BED DI TANK & SERVICE	232.00
FLIER'S QUALITY WATER SYSTEMS	COMBO PRE-FILTER	6.81
MAID BRIGADE OF LANSING	CLEANING SERVICES/MAINTENANCE	260.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/POTW	260.00
RS TECHNICAL SERVICES, INC.	WIRING DIESEL FUEL TRANSFER PUMP	888.50
CONSUMERS ENERGY	INSTALL SURGE PROTECTION	2,770.00
CUMMINS BRIDGEWAY, LLC	REPL BATTERY WAVERLY/LS	161.59
CUMMINS BRIDGEWAY, LLC	REPL BATTERY COLLEGE/LS	124.36
CUMMINS BRIDGEWAY, LLC	REPL BATTERY DELL/LS	124.36
CUMMINS BRIDGEWAY, LLC	REPL BAT/BELTS PINE TREE	372.77
CUMMINS BRIDGEWAY, LLC	REPL MISC PARTS/ST LAW.	267.11
CUMMINS BRIDGEWAY, LLC	POTW AERATION GEN SET	1,478.49
CUMMINS BRIDGEWAY, LLC	POTW ADMIN GEN SET	808.71

Total for Dept 558.00 DEPT OF PUBLIC SERVICE: 66,421.88

Dept 578.01 CAPITAL IMPR-TREATMENT PLANT

HUBBELL, ROTH & CLARK, INC	DIGESTER REHABILITATION/ PAYMENT 63	7,290.42
HUBBELL, ROTH & CLARK, INC	SRF PROJECT PLAN	567.81
C2AE	WASTEWATER LIFT STATION ASSESS	1,073.16
C2AE	PRELIMINARY DESIGN/LIFT STATION D	55,783.00
C2AE	PRELIMINARY DESIGN/LIFT STATION D	12,873.00
C2AE	GENERAL ENGINEERING SERV - PHASE 2	3,402.45

C2AE	PRELIMINARY DESIGN LIFT STATION D	38,619.00
C2AE	GENERAL ENGINEERING SERV PHASE 2	1,748.13
YOUNGS ENVIRON CLEANUP, INC.	CLEANING & GROUTING 15 MANHOLES	<u>20,060.00</u>

Total for Dept 578.01 CAPITAL IMPR-TREATMENT PLANT: 141,416.97

Total for Fund 590 SEWAGE DISPOSAL SYSTEM: 214,700.07

Fund 701 TRUST & AGENCY FUND

Dept 000.00

DELTA DENTAL PLAN OF	COBRA	53.76
DELTA DENTAL PLAN OF	COBRA RECEIVABLE-EMPLOYEE	28.96
INGHAM COUNTY TREASURER	AUGUST TRAILER PARK FEES	2,255.00
AFLAC	EMPLOYEE DEDUCTIONS	583.40
AFLAC	EMPLOYEE DEDUCTIONS	7.38
AFLAC	EMPLOYEE DEDUCTIONS	408.68
AFLAC	EMPLOYEE DEDUCTIONS	63.96
AFLAC	EMPLOYEE DEDUCTIONS	358.56
AFLAC	FSA FEE-SEPTEMBER	25.00
GIVE A KID A COAT	EMPLOYEE CONTRIBUTIONS	237.00
MARY HOUSER	TRANS. CASH BOND REFUND	250.00
MICHAEL I. ENTERPRISES, LLC	TRANS. CASH BOND REFUND	<u>250.00</u>

Total for Dept 000.00 : 4,521.70

Total for Fund 701 TRUST & AGENCY FUND: 4,521.70

Fund 703 CURRENT TAX ACCOUNT

Dept 000.00

MICHIGAN DEPT OF TREASURY	DELHI TWP 2009 SET IFT	38,862.13
DTN PROPERTIES LLC	REFUNDS DUE TAXPAYERS	89.89
DTN PROPERTIES LLC	REFUNDS DUE TAXPAYERS	89.89
DTN PROPERTIES LLC	REFUNDS DUE TAXPAYERS	89.89
DTN PROPERTIES	REFUNDS DUE TAXPAYERS	89.89
DTN PROPERTIES LLC	REFUNDS DUE TAXPAYERS	<u>89.89</u>

Total for Dept 000.00 : 39,311.58

Total for Fund 703 CURRENT TAX ACCOUNT: 39,311.58

Total - All Funds 590,648.03

**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated October 15, 2009**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 73103 through 73155 & direct deposits numbers: DD8314 through DD8376. The payroll was prepared in accordance with established payroll rates and procedures.

Lora Behnke, Accounting Clerk

The Treasurer's and Clerk's signatures were affixed to the payroll checks using the check signing machine.

Joyce Goulet, Accounts Payable Coordinator

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

Dated: October 15, 2009

Marian Frane, CPA, Director of Accounting

II. Payroll Report

The October 15, 2009 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$83,335.36	\$23,231.44	\$60,103.92
Parks & Recreation Fund	12,922.29	3,461.13	\$9,461.16
DDA	7,108.08	2,819.22	\$4,288.86
Comm. Development Fund	13,099.58	3,504.43	\$9,595.15
Subtotal-Common Savings	116,465.31	33,016.22	83,449.09
Sewer Fund/Receiving	33,894.30	9,823.84	\$24,070.46
Total Payroll	\$150,359.61	\$42,840.06	\$107,519.55
	Township FICA	Township Pension Plan	Total Deductions & TWP Liabilities
General Fund	\$6,079.33	\$6,575.04	\$35,885.81
Parks & Recreation Fund	971.25	766.32	5,198.70
DDA	458.66	525.41	3,803.29
Comm. Development Fund	978.16	1,184.34	5,666.93
Sewer Fund/Receiving	2,482.17	3,101.74	15,407.75
Total Payroll	\$10,969.57	\$12,152.85	\$65,962.48

Marian Frane, CPA, Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on October 15, 2009 and identified as follows:

- 10/15 Net Pay Disbursement in Common Savings (\$83,449.09)
- 10/15 Net Pay Disbursement in Sewer Receiving (\$24,070.46)
- 10/15 Pay Deducts from Sewer Receiving to Common Savings (\$15,407.75)

Harry R. Ammon, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on October 20, 2009, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated October 15, 2009 was reviewed, audited, and approved.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 8, 2009

RE: FY 2010 Budgets – Set Public Hearing – General Fund and Special Revenue Funds

During the September Budget Workshop we introduced to the Board the proposed 2010 Budget documents (Budget Book). These proposed budgets have been updated for any changes made at the budget workshops. Summaries of these budgets are available in the Clerk's Office for public viewing.

As required by statute, a public hearing must be held prior to December 15th and the adoption of these budgets by the Township Board no later than December 31st of each year. Therefore, I recommend the Board set a public hearing for November 17, 2009 at 8:00 p.m. to hear comments on the proposed budget.

RECOMMENDED MOTION:

To set a public hearing on the proposed Township budgets for the General Fund and Special Revenue Funds for fiscal year 2010 on Tuesday, November 17, 2009 at 8:00 p.m.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 13, 2009

RE: Amendment to Delhi Township Ordinance No. 96 – Fire Prevention and Protection – Cleanup and Abatement of Substance Spills, Introduction and First Consideration

Enclosed for review and first consideration is an amendment to Delhi Township Ordinance No. 96, Fire Prevention and Protection, with regards to protocol for “Cleanup and Abatement of Substance Spills”.

This Ordinance was adopted in 1993 and last modified in 1995 and gives Delhi Township the ability to charge for cleanup and abatement services rendered during a hazardous material spill. During recent review of Ordinance No. 96 it was determined the Fire Department has the ability to charge for cleanup and abatement of a hazardous spill, however, it does not have the authority to charge for response and standby time with or without cleanup. The current Ordinance also does not give the Ingham County Sheriff’s Office to ability to charge for their services during such an event.

Therefore, our attorney, Dick Robinson, has drafted an amendment to Ordinance No. 96 which gives the Township and the Sheriff’s Office the ability to charge for any services, including standby, rendered during a hazardous material incident.

Recommended Motion:

Upon introduction and first consideration, to amend Delhi Township Ordinance No. 96, Fire Prevention and Protection, with regards to cleanup and abatement of substance spills (Proposed Township Ordinance No. 96.02).

Delhi Township Fire Department

Memo

To: John Elsinga, Township Manager

From: Richard Royston, Chief

Date: October 5, 2009

Re: Amendment to Ordinance #96

Attached, please find a copy of Delhi Township Ordinance #96 which pertains to hazardous material cleanup and abatement.

It was recently drawn to my attention at a training session that municipalities should review these ordinances to make sure they are up to date with local statutes and laws. As a result, after review by our attorney, he finds that our local ordinance was indeed in need of updating.

A summary of the updates (all within the first paragraph on page 2) are as follows:

- In the old ordinance, there was no reference to “threatened release” or “standby”. As a result with the new ordinance there should be no question that Delhi will be reimbursed for all hazardous materials calls wherein the fire department only stands by, even though there is no release.
- The old ordinance did not collect for any calls made by the police department. This ordinance amendment includes costs incurred by the police department, which in effect will create the possibility of the Ingham County Sheriffs Office being able to invoice the spiller for these types of calls.

Although these amendments are relatively minor, they will undoubtedly be helpful in cases where both police and fire stand by at hazardous materials calls for an extended period of time.

I recommend that the Delhi Township Board of Trustees move forward on adoption at their earliest convenience.

Thank you for your cooperation in this issue.

DELHI CHARTER TOWNSHIP
INGHAM COUNTY, MICHIGAN

ORDINANCE NO. 96.02

PREAMBLE

AN ORDINANCE TO AMEND CHAPTER 6 OF THE DELHI CHARTER TOWNSHIP CODE OF ORDINANCES ENTITLED "FIRE PREVENTION AND PROTECTION" AND SPECIFICALLY ARTICLE V ENTITLED "HAZARDOUS SUBSTANCE CLEANUP AND ABATEMENT"; SECTION 6-77, "CLEANUP AND ABATEMENT OF SUBSTANCE SPILLS" (ORDINANCE 96.01), THE SAME BEING AN ORDINANCE TO PROVIDE, AMONG OTHER THINGS, FOR THE RESPONSIBILITY FOR COSTS OF RESPONSES, SPILLS RELEASES, AND TO PROVIDE FOR RECOVERY OF COSTS FOR ALL RESPONSE ACTIVITIES, INCLUDING THOSE INCURRED IN CONNECTION WITH THREATENED RELEASES; AND TO PROVIDE AN EFFECTIVE DATE HEREOF.

The Charter Township of Delhi, Ingham County, Michigan, ordains:

SECTION I. AMENDMENT OF CHAPTER 6, ARTICLE V, OF THE DELHI CHARTER TOWNSHIP CODE OF ORDINANCES, ENTITLED "HAZARDOUS SUBSTANCE CLEANUP AND ABATEMENT."

Chapter 6, Article V, of the Delhi Charter Township Code of Ordinances entitled "Hazardous Substance Cleanup and Abatement" shall be and is hereby amended to read as follows: **HAZARDOUS SUBSTANCE CLEANUP, ABATEMENT AND COST RECOVERY;**

Section 6-77 (Ordinance No. 96.01, Section 3), entitled "Cleanup and Abatement of Substance Spills," shall be and is hereby amended to read as follows:

Sec 6-77. Cleanup of substance spills, response and cost recovery.

1. The Fire Department is authorized to clean up and abate the effects of any hazardous substance, **waste** and deposits upon or into the property or

facilities within the Township as a result of accidental, negligent or intentional conduct resulting in the release or threatened release of such hazardous substances, waste or deposits. Any person, whether accidentally, intentionally or negligently, who causes such a release or threatened release, shall be liable for the payment of all costs incurred by the Township and its Fire Department and/or Police Department for responding to a hazardous substance, waste release or deposit, or threatened release or deposit, and/or as a result of such cleanup and abatement activity, or other activities performed in response to a threatened released, including necessary standby and safety procedures. The remedies provided herein shall be in addition to any other remedies provided by law, including remedial activities as may be mandated by such statutes.

2. The Fire Department is further authorized, when it deems necessary, to hire and contract with qualified entities not otherwise employed by the Township for emergency cleanup and abatement activities, the cost of which shall be borne by the person or persons responsible pursuant to this Ordinance.

SECTION II. SAVINGS CLAUSE.

Except as expressly amended herein, Ordinance No. 96 and 96.01 of the Charter Township of Delhi, Ordinance Code Chapter 6, Article V, shall remain in full force and effect.

SECTION III. REPEAL. All Ordinances or parts of Ordinances of the Charter Township of Delhi inconsistent herewith shall be and are hereby repealed, insofar as they may be inconsistent with the provisions of this Ordinance. The adoption of this Ordinance shall not, however, invalidate any prosecution or other legal proceeding taken in connection with a similar subject matter under ordinances existing at the time such action was initiated.

IN OR OUT:

SECTION IV. SEVERABILITY. It is the legislative intent of the Township Board adopting this Ordinance that all provisions hereof shall be liberally construed to protect the public health, safety and general welfare of the inhabitants of the Township and all other persons affected by this Ordinance. Consequently, should any provision of this Ordinance be

held to be unconstitutional, invalid or of no effect, such holding shall not be construed as affecting the validity of any of the remaining provisions of this Ordinance, it being the intent of the Delhi Charter Township Board that this Ordinance shall stand and remain in effect, notwithstanding the invalidity of any provision hereof.

SECTION V. EFFECTIVE DATE. This Ordinance shall become effective immediately upon its adoption and publication as provided by law.

First Reading: _____
First Publication: _____
Second Reading: _____
Second Publication (Posting): _____
Effective Date: _____

Stuart Goodrich, Supervisor

Evan Hope, Clerk

I, Evan Hope, Clerk of the Charter Township of Delhi, hereby certify that the foregoing constitutes a true and complete copy of Ordinance No. ____, duly adopted by the Board of Trustees of the Charter Township of Delhi, Ingham County, Michigan, on the ____ day of _____, 2009, and that the same was posted and published as required by law on the ____ day of _____, 2009.

Evan Hope, Clerk

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 16, 2009

RE: ArcGIS Server Technology Purchase

Enclosed for your review and consideration is a quote for the purchase of GIS software in the amount of \$16,070 (not including shipping) which will provide us the capability of expanding and streamlining GIS data to our residents and employees.

As you know we have entered the GIS data information system deliberately, thoughtfully and cost effectively over the past five years. As much, we have been able to meet the growing demand for GIS services throughout our organization. The proposed software would expand this valuable information to both our residents and employees through either our network or our web site.

Staff has researched the software needed to provide this type of GIS service and is recommending the lower cost option (\$16,070 vs. \$26,070), the cost of which would be credited against any upgraded option in the near future. In addition to the software purchase we would need to purchase a server to accommodate the GIS service for a cost of \$7,166.80 along with \$2,500 for training associated with the new software for the employees who will be using it. This purchase, estimated at a total of \$25,736.80, is included in the FY 2009 budget.

Recommended Motion:

To approve the purchase of ArcGIS Server Standard Workgroup software from ESRI, Inc., a server to accommodate the GIS system and training for staff at an estimated cost of \$25,736.80.



MEMORANDUM

TO: John B. Elsinga, Township Manager

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

DATE: Friday, October 16, 2009

RE: ArcGIS Server Technology Purchase

Attached please find a position paper prepared by Darryl Albert, GIS Coordinator, from my office. The paper presents the various options and considerations relative to the Township's decision to acquire ArcGIS Server software and technology. This software is necessary if we are going to bring web based GIS to the community, including residents, businesses and others. Additionally, purchase of server based GIS will allow Township employees to utilize the large amount of data available during their day-to-day activities. As you know from first hand experience, making GIS data available to staff at an individual desktop level will result in time savings and faster delivery of service to our community.

We are proposing two software options as viable solutions at this time. The pros and cons of each option are comprehensively discussed in Mr. Albert's paper. We are currently recommending that we purchase the ArcGIS "Workgroup Standard" Server Version (WS) at a cost of approximately \$25,736.80. However, we are suggesting that this investment be made with the intent of acquiring the "Enterprise Standard" (ES) utility within the next several years.

After reading the position paper, you will recognize that the WS edition is adequate to get us started, but has two significant limitations. Specifically, WS only allows a total of 10 internal users at one time (but an unlimited number of web users) and has limited data storage capacity that would accommodate less than 15% of our current data. This data storage problem can be worked around by using multiple servers, but will result in slower load times, especially of the aerial photography. That being said, the software should be functional and allow us to achieve our GIS objectives currently.

The ES option, if purchased now, would cost approximately \$41,736.80 and the Township would not be hindered by the two problems outlined above. However, the cost may make acquisition of ES prohibitive at this time. ESRI, the maker of ArcGIS software, has assured us that the ArcServer software is fully scalable. This means that when we need to upgrade in a few years to ES, the purchase price paid for WS (\$25,736.80) would be credited towards the price of the ES software at that time. Of course, there is no way for us to predict what the exact price of the ES software/hardware will be in a few years, but it will likely be close to what it is currently. This two phased approach may end up costing slightly more overall, but allows us to spread the cost over several years.

That being said, please forward the attached, along with your comments to the Township Board for their consideration and future action. If there is anything else that I can provide, please do not hesitate to ask. Mr. Albert will plan to attend the Board meeting and provide answers to any technical questions that may arise. Thank you.

ArcGIS Server Technology

Description, Cost, and Uses for
Delhi Township

Darryl Albert
GIS Coordinator

CONTENTS

Overview of ArcGIS Server..... **I.**

Creating Web Mapping Applications..... **II.**

ArcGIS Server Use for Delhi residents & Businesses..... **III.**

ArcGIS Server Use and benefits for Delhi as an Organization..... **IV.**

ArcGIS Server Product Options..... **V.**

 ArcGIS Server Levels..... **Va.**

 ArcGIS Server Editions..... **Vb.**

 Purchase Options..... **Vc.**

Desktop Software..... **VI.**

ArcGIS Server Product Pricing..... **VII.**

Yearly Maintenance Cost..... **VIII.**

Recommendations of the GIS Coordinator..... **IX.**

I. Overview of ArcGIS Server

ArcGIS Server technology is the latest software produced by Environmental Systems Research Institute (ESRI) that enables GIS managers and users to create and share GIS data easily both internally as an organization as well as externally with the public. With the use of ArcGIS Server, no GIS software is needed to view or process GIS data. A web browser is all that is needed for end users to benefit from this technology. It contains two major components that combine to make it beneficial to organizations that create, manage, and share GIS data.

The first component is the database technology that is used to store and manage the GIS data. The database technology used behind the scenes to manage and store the data is called ArcSDE geodatabase technology. The benefits of using the ArcSDE technology are numerous. Specifically for the purposes of this document and Delhi Township, it helps to serve data to users quickly and efficiently either through desktop GIS or web based GIS, it aids in maintaining data integrity to ensure the best possible data for use, it is the most efficient way to serve data via the web, and it allows multiple users.

The second component of ArcGIS Server is the web application component that allows GIS data and maps to be published to the World Wide Web by creating web based applications. Publishing of data and maps through the web allows end users to access geographic content simply with the use of a web browser such as Internet Explorer. Depending on the complexity and/or specific intent of publishing geographic content to the web, publication is relatively simple and quick and does not require in depth knowledge of computer programming or experience. While ESRI has made publishing content to the web straight forward with templates that can be used straight out of the box, it contains much flexibility for customization if desired with the use of computer programming skills.

The functionality of the web based GIS applications varies depending on needs of the end users or the intent of the developer. Simple functionality that can be included with most maps include: pan, zoom, identify feature, measure distances, find addresses, query, and search attributes.

Spatial analysis is also possible with ArcGIS Server. During spatial analysis, ArcGIS Server does the actual data processing, not the end users computer. Geoprocessing tasks can be added to the applications to allow end users to run processes on data to create new data to suit their needs. For example a tool can be added to a web application that allows a user to clip and extract only the parcels that are within a given section in the township.

Data editing can also be accomplished with the use of web applications. End users may be allowed to add, modify, or delete features such as points, lines, or polygons. This may eliminate the need for GIS desktop software within the Township for users who mainly view data and/or may occasionally edit data. Again, this can be accomplished with the use of a web browser.

Lastly, users in the field with mobile devices such as PDA's or laptop computers may be allowed to query, edit, or update GIS data that resides in the GIS database. It can be integrated with global positioning systems (GPS) to create and update GIS databases on the fly without having to post process data back in the office.

One of the most important things to remember about ArcGIS Server is that it may eliminate the need and cost of more complex and often unneeded desktop software to view GIS data. With the use of ArcGIS Server, applications that are intimidating due to the multitudes of buttons that often don't get used by the majority of users, are eliminated and are replaced with something familiar with most everyone, a web browser. The web application can contain only the most commonly used buttons and functions to make use less intimidating and more productive. It helps to create a streamlined viewing experience without the distraction of an unfamiliar software.

The availability of the features mentioned above depends on the licensing options purchased through ESRI. There are several different options available at different price points to suit an organizations needs.

II. Creating Web Mapping Applications

Creating web applications to use with ArcGIS Server is relatively simple. Using software already in use by the Township, ArcMap and ArcCatalog, a GIS resource is created. GIS resources are items such as maps and/or database connections. When it is desired to publish the resource to the web as a web mapping application, ArcGIS Server software creates what is called a "service" which is then pushed out to the web for use in web browsers.

For instance, suppose Delhi Township would like to create a web mapping application for the public to be able find and view voter polling locations and information, a map would be created using the existing software, ArcMap. Desired colors, symbols, and labeling would be decided on in this stage (this stage is routine and is already happening for generation of maps used by the township). The map created is the GIS resource. Then using another application already in existence by the township, ArcCatalog, the map is published to ArcGIS Server as a GIS service which serves the map created to the public as a website. The publishing phase of the process is done primarily using easy-to-use wizards, no computer programming is required to create simple, out of the box websites. Also, the website will have the same symbology, colors, and labeling as when it was created in ArcMap.

While publishing maps is relatively easy, specialized staff is still required to maintain high performance of the applications on the web, to administrate the geodatabase, and to maintain and create GIS data.

III. ArcGIS Server Use for Delhi Residents & Businesses

A Township web mapping site would allow residents to view basic information about the township. Simple features that residents may be interested in would be available to them such as parcel information, street names and locations, business locations and names, recreation opportunities, parks, religious sites, or what school district their children will attend. It may be a great way to share with residents, information about where road construction activity may be or where the Township is developing new projects. It could be used to show residents the status of code violation complaints which may reduce Township employee interaction with residents. Mapping crime in the Township may help residents be more aware of their surroundings and to be more proactive in the community. In effect, any geographic data the Township maintains would or could be available to the residents of Delhi Township.

Businesses may be able to access geographic data to help them choose sites for development opportunities. Overall, making data available to help make decisions may help reduce costs of development.

Creating partnerships with local real estate agencies may help provide a centralized access point for residents and also non-residents of housing opportunities in Delhi Township.

Using this technology, residents would also be able to print professional looking maps for whatever information they are looking for.

IV. ArcGIS Server Use and benefits for Delhi as an Organization

Another beneficial aspect of implementing ArcGIS Server within the Township would be from its internal use. Currently, there is not an effective and/or efficient way to share GIS information and data within the township. Paper maps are currently the only real effective way to share information without having to maintain duplicate sets of data. The problem with paper maps is they are out dated the minute they are printed. Since much of the data is used to answer questions for the public or to make policy decisions, it is best to have the most current data available.

Uses for Township employees are numerous. One of the most basic uses would be to allow Township staff access to all GIS data to help in performing their own job duties and answering questions from the public. For example, recently several questions have been asked of whether sewer and water are available outside of a particular piece of property. The answer is easily answered with the use of a GIS map. A map that is readily available within a web browser would be the quickest and most efficient way to answer the question.

Having web maps available to staff would save time that would be spent preparing and printing common maps such as Soil Erosion/Soil Control permit maps. In this instance a soil erosion map could be printed with the click of a button saving time preparing the map in mapping software.

Web mapping also gives the flexibility of creating rich map documents that are much more useful than paper maps. With the use of web applications, any number of things could be attached to features that might be useful when viewing the data. For example Township documents could be linked with GIS data to provide more information than just what the locations are of the data. As-built drawing could be linked to the sewer lines to aid DPS staff in the field or in the office. Time that would have been spent looking for the as-built drawing could be used elsewhere as it would be available simply by clicking the feature in question.

Documents in Laserfiche could be linked to the GIS feature in a map. For example, by clicking on the polygon of a house, the fire department could have instant access in the field to the as-built drawings of a house that is on fire. Also using Server technology, the fire department could have the capability to type in an address on the way to a fire that would then highlight the address to aid in navigation.

Instead of using static maps for Township Board meetings such as large paper maps or digitally projected maps on the overhead projector, dynamic web maps could be displayed using the overhead projector. This would allow presenters to turn off layers of GIS data or to add new ones on the fly. They

could even create new ones to help answer questions or to show the public different options or effects of a particular policy.

V. ArcGIS Server Product Options

Purchasing options for ArcGIS Server can be confusing. Each individual server that ArcGIS Server is installed on requires a license and it can be installed on one or many servers. A quick side by side comparison of the different levels can be found in Table 1.

Va. Levels

ArcGIS is available in two different “Levels,” the **Enterprise** level and the **Workgroup** level. The **Enterprise** level is designed with large organizations or companies in mind that have large amounts of data and many users. Or it may be for organizations that may expect to create many web applications with large amounts of people using them at one time. The Enterprise level requires an organization to have its own relational database software (such as Microsoft SQL Server or Oracle). An example of this organization may be a county or state government.

The **Workgroup** level is designed for the smaller to medium size organization or an individual department within a large organization. These organizations probably have smaller sized data repositories and less users than the typical county or state sized government. ESRI has placed user and data constraints on this level of ArcGIS Server which makes it useful for organizations that know they have more limited needs. The **Workgroup** level does not allow more than 10 users to be viewing or editing data in a desktop application at one time. Currently, Delhi Township has only 6 licenses for ArcView desktop software which means at one time, only 6 people have the ability to look at GIS data at one time. The limit of 10 users does not include web browsers unless data editing is in progress, only desktop GIS applications such as what the Township currently uses, ArcView. It does allow more than 10 users to view data via a web browser. At the **Workgroup** level, the software also does not allow more than 4 gigabytes of data to be stored ArcSDE geodatabase. Including the aerial imagery the township currently holds approximately 29 gigabytes of GIS data. The aerial imagery accounts for about 28 gigabytes of the 29 gigabytes. The **Workgroup** level software runs on free relational database software called Microsoft SQL Server Express. Again, this is aimed at smaller organizations that do not maintain large amounts of data. The **Workgroup** level also requires server hardware to install the software onto just as the **Enterprise** level.

	Enterprise	Workgroup
Number of Users	Unlimited	10 Concurrent
Data Limits	Unlimited	4 Gigabytes

Table 1. ArcGIS Server Levels.

Vb. Editions

Each ArcGIS Server Edition is offered in three different “Editions,” Basic, Standard, and Advanced. Each Edition comes with increased functionality and options and each increasing

edition is capable of functionality and the features of the edition below it. A side by side comparison of the different editions is available in Table 2.

The **Basic** edition is capable of spatial data management only and is not capable of producing web based applications. This edition is capable of storing and managing data with the use of ArcSDE geodatabase technology that was briefly mentioned earlier in the document.

The **Standard** edition is the next step up and contains all of the same features as the **Basic** edition but is capable of producing web applications. The **Standard** edition is capable of publishing maps to web clients (browsers), desktop clients (ArcView), ArcGIS Explorer, and even Google Maps and Microsoft Virtual Earth. This edition also allows for spatial analysis with geoprocessing tools included with the desktop software and web editing GIS data.

The **Advanced** edition is the most powerful and comprehensive edition of the three. It includes all of the functionality of the 2 editions below it and also advanced spatial analysis and mobile GIS web application functionality.

	Data Management	Web Applications	Spatial Analysis	Web Editing	Advanced Spatial Analysis	Mobile Web Applications
Basic	X					
Standard	X	X	X	X		
Advanced	X	X	X	X	X	X

Table 2. Functionality of the 3 editions of ArcGIS Server.

Vc. Purchasing

Combining the Levels with the Editions of ArcGIS Server allows for varied options that allow an organization to pick which software package is best for them. It allows for basically six options of ArcGIS Server. For example a large organization that requires unlimited data storage space , has many internal users, and may want to include mobile GIS web mapping for field employees would probably choose the Enterprise Advanced option of ArcGIS Server.

An example of an organization that may benefit from the Workgroup level that does not have large data storage requirements, has a limited numbers of users that actually edit and maintain data, but wants to create web based applications both for internal use for employees and for external use for the public, may want to choose the Workgroup Standard option of ArcGIS Server.

An investment into ArcGIS Server technology is fully scalable. If an organization decides to buy into the Workgroup Standard option and later decides that it has outgrown the functionality of it and wants to upgrade to the Workgroup Advanced or an Enterprise level, the dollar amount required to buy the initial software is applied and deducted from the purchase of the new software.

VI. Desktop Software

Desktop software is still required to edit, maintain, create, and manage the GIS data the Township uses. It would also be needed to create and publish the web maps that are provided by ArcGIS Server. Currently, the Township carries six licenses of ArcView desktop software. In order to take advantage of the ArcSDE technology, a single license of ArcEditor or ArcInfo desktop software is required. These software packages are simply an upgrade of the software currently being used within the township. With the addition of either ArcEditor or ArcInfo, the license used by the GIS Coordinator would be upgraded and one license of ArcView would be dropped. It is anticipated that with the use of ArcGIS Server, more licenses of ArcView would be dropped for those users who currently use the software mainly for viewing data. ArcInfo provides the most tools to maintain the best possible data and also to create the most aesthetic maps using advanced cartography tools and advanced labeling tools. The labeling tools alone can save hours of time creating maps.

VII. ArcGIS Server and GIS Desktop Software Product Pricing

Working directly with the ESRI representative for Delhi Township, it has been recommended that the Township purchase either the Workgroup Standard or the Enterprise Standard option of ArcGIS Server. Pricing for the server software is outlined in Table 3:

	Workgroup Standard	Enterprise Standard
Initial Software Cost	\$10,000.00	\$20,000.00
Yearly Maintenance Fees	\$2,500.00	\$5,000.00

Table 3. Cost matrix of ArcGIS Server software.

The costs associated with upgrading one license of ArcView to ArcEditor or ArcInfo are outlined in Table 4.

	ArcEditor	ArcInfo
Initial Upgrade Cost	\$4,489.00	\$6,070.00
Yearly Maintenance Fees	\$1,500.00	\$3,000.00

Table 4. Cost to upgrade one license of desktop software.

The cost mentioned above is not the total cost of implementing either software package. Total cost will be covered in the "Recommendations" section.

VIII. Yearly Maintenance Cost

With the implementation of ArcGIS Server, maintenance fees on GIS software would rise. However, the current cost of GIS software only allows a handful of people access to the GIS data created and maintained within the Township. The increase in maintenance fees for GIS software will bring many added benefits to the Township: better data, use of GIS by the entire Township staff, and GIS use by the residents of Delhi Township to name a few.

Delhi Township currently spends \$2,000.00 per year on maintenance fees to keep 6 licenses of ArcView current and 1 license of ArcGIS Engine Runtime. With the addition of Workgroup Standard ArcGIS Server, upgrade 1 of the 6 licenses of ArcView to ArcInfo, and also to drop 2 other licenses of ArcView, the new yearly cost for maintenance fees would rise to approximately \$5,400. Implementing the Enterprise Standard version would raise yearly maintenance fees to approximately \$8,000.

IX. Recommendations of the GIS Coordinator

As mentioned earlier, there are two viable alternatives to implement ArcGIS Server for Delhi Township, Workgroup Standard or Enterprise Standard. Having assessed the needs of Delhi Township and communicating with ESRI about the Township’s goals in regard to GIS, I recommend the Township purchase either of these options. Pros and Cons for both options can be found below in table 5.

If purchasing the Workgroup Standard is chosen, while it is the cheaper of the two options, it must be noted that the Workgroup Standard option may not be the optimal choice for implementing ArcGIS Server long term. If purchasing the Workgroup Standard version is chosen, I also recommend that the Township buy a server for the Workgroup option that would be optimal for the Enterprise ArcGIS Server option should we choose to upgrade at a later date.

Purchasing the Workgroup option will allow the Township to achieve some of its more basic goals and to get started in a web mapping environment. It will allow for a public mapping website and to begin spreading GIS access across the Township to employees using web applications. The primary downfall of the Workgroup option will be the speed and performance with which web applications load in the web browser. Most of the loss in speed would be caused by the use of aerial imagery.

Pros- Workgroup	Cons- Workgroup	Pros- Enterprise	Cons- Enterprise
Cheaper	Slower	No user limits	Initial cost is more expensive
Gets the foot in the door for township wide GIS access	Data limits	Partially solves network problem between Community Services Building and DPS Building	
Eases into web server application to allow time for more detailed future need/usability	User limits	Speed of web maps will be better	
	Probably need to upgrade at a later date	No data limits	
		Without the need for mobile application, likely no need to upgrade software to Advanced level	

Table 5. Pros & Cons of Workgroup versus Enterprise.

Another option for consideration may be to purchase the Workgroup Standard option with the intent to upgrade to Enterprise Standard at a later date. By purchasing the Workgroup option, a server, upgrading one license of our desktop software, and attending training classes will allow the Township to plan on the Enterprise option but will also divide the cost over two different budget years. The software is completely scalable, as mentioned earlier, meaning that if the goals of the Township are not being met, an upgrade to the Enterprise option would only cost the difference between the two software options and the additional relational database software. The Township will not be wasting or losing money by purchasing the least expensive version while having plans to upgrade at a later date.

Evaluating the performance of the mapping websites and the needs of the Township can be done on a continual basis allowing for an upgrade to the Enterprise version should the Township decide.

Cost breakdown for this plan is detailed in table 6.

Item	Cost	
	Workgroup Standard	Enterprise Standard
ArcGIS Server Software Cost	\$10,000	\$20,000
Server Hardware	\$7,166.80	\$7,166.80
Upgrade Desktop Software	\$6,070	\$6,070
Relation DB Software (MS SQL)	NA	\$6,000
Training Classes	\$2,500	\$2,500
TOTAL COST	\$25,736.80	\$41,736.80
Total Additional Maintenance Fees Per Year (not included in "TOTAL COST")	\$5,500	\$8,000

Table 6. Cost of implementing the two options for ArcGIS Server.



ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.
 ESRI, Inc.
 880 Blue Gentian Rd, Ste 200
 St. Paul, MN 55121-1596
 Phone: (651) 454-0600 Fax: (651) 454-0705
 DUNS Number: 06-313-4175 CAGE Code: 0AMS3

To expedite your order, please attach a copy of this quotation to your purchase order.
 Quote is valid from: 10/14/2009 To: 01/12/2010

Quotation # 20355841

Date: October 14, 2009

Customer # 350446 Contract #
 TOWNSHIP OF DELHI CHARTER
 INFORMATION TECHNOLOGY DEPT
 2074 AURELIUS RD
 HOLT, MI 48842

ATTENTION: Darryl Albert
 PHONE: (517) 694-8281
 FAX: (517) 699-3864

Material	Qty	Description	Unit Price	Total
109044	2	ArcGIS Server Standard Workgroup One Core Additional License	2,500.00	5,000.00
109897	1	ArcGIS Server Standard Workgroup Up to Two Cores License	5,000.00	5,000.00
88925	1	ArcInfo Upgrade from ArcView Single Use	6,070.00	6,070.00
115070	1	ArcGIS Server 9.3.1 Workgroup Installation Package	0.00	0.00
			Item Total:	16,070.00
			Subtotal:	16,070.00
			Sales Tax:	0.00
			Estimated Shipping & Handling(2 Day Delivery) :	21.15
			Contract Pricing Adjust:	0.00
			Total:	\$16,091.15

* Please indicate on your purchase order if this purchase is funded through the American Recovery and Reinvestment Act, and whether ESRI is a Prime Recipient, Sub-recipient, or Vendor for reporting purposes.

<p>Quoted By: Chad Anderson, (651) 454-0600 x8319 Email: canderson@esri.com</p>	<p>Account Manager: Sam Klimoski Email: sklimoski@esri.com</p>
<p>Acceptance of this quotation is limited to the ESRI License Agreement and the Quotation Terms and Conditions This Quotation is made in confidence for your review. It may not be disclosed to third parties, except as required by law.</p> <p>If sending remittance, please address to: ESRI, File No. 54630, Los Angeles, Ca 90074-4630</p>	

ANDERSONC This offer is limited to the terms and conditions incorporated and attached herein.



ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.
 ESRI, Inc.
 880 Blue Gentian Rd, Ste 200
 St. Paul, MN 55121-1596
 Phone: (651) 454-0600 Fax: (651) 454-0705
 DUNS Number: 06-313-4175 CAGE Code: 0AMS3

To expedite your order, please attach a copy of this quotation to your purchase order.
 Quote is valid from: 10/14/2009 To: 01/12/2010

Quotation # 20355841

Date: October 14, 2009

Customer # 350446 Contract #
 TOWNSHIP OF DELHI CHARTER
 INFORMATION TECHNOLOGY DEPT
 2074 AURELIUS RD
 HOLT, MI 48842

ATTENTION: Darryl Albert
 PHONE: (517) 694-8281
 FAX: (517) 699-3864

BY SIGNING BELOW YOU ARE INDICATING THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION. DO NOT USE THIS FORM FOR ORDER ACTIVATION IF YOUR ORGANIZATION WILL NOT HONOR AND PAY AN INVOICE THAT HAS BEEN ISSUED AT YOUR DIRECTION WITHOUT ADDITIONAL AUTHORIZING PAPERWORK.

To expedite your order, either attach a copy of this quotation to your purchase order when it is remitted to ESRI, or sign below and return this quotation to indicate your acceptance. ESRI's address and fax number are provided on the first page of this quotation.

If you have made ANY alterations to the line items included in this quote and have chosen to sign the quote to indicate your acceptance, you must fax ESRI the signed quote in its entirety in order for the quote to be accepted. You will be contacted by your Customer Service Representative if additional information is required to complete your request.

If your organization is a US Federal, state, or local government agency; an educational facility; or a company that will not pay an invoice without having issued a formal purchase order, a signed quotation will not be accepted unless it is accompanied by your purchase order.

If you choose to discontinue your maintenance, you will become ineligible for maintenance benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your maintenance coverage at a later date.

Acceptance of this quotation is limited to the ESRI license agreement, quotation terms and conditions, and any other ESRI terms and conditions included with this quotation. Any additional or different terms in any purchase order are deemed rejected unless expressly accepted in writing and signed by ESRI. Notwithstanding, if the purchase order is placed under an existing signed agreement (e.g., Master Purchase Agreement), or under the GSA Federal Supply Schedule, then the purchase order shall identify such agreement on the face of the order and the terms and conditions of such agreement shall govern the subject matter of the purchase order.

By signing below, you are authorizing ESRI to issue an invoice for the items included in the above quote in the amount of: \$ _____, plus sales taxes if applicable. (Note: Shipping costs are subject to change.)

Please check one of the following:

- I agree to pay any applicable sales tax.
- I am tax exempt, please contact me if exempt information is not currently on file with ESRI.

 Signature of Authorized Representative Date

 Name (Please Print)

 Title

The quotation information is proprietary and may not be copied or released other than for the express purpose of system selection and purchase/license. This information may not be given to outside parties or used for any other purpose without consent from Environmental Systems Research Institute, Inc. (ESRI).

Any estimated sales and/or use tax reflected on this quote has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. ESRI reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state tax directly, then prior to invoicing, your organization must provide ESRI with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

* Please indicate on your purchase order if this purchase is funded through the American Recovery and Reinvestment Act, and whether ESRI is a Prime Recipient, Sub-recipient, or Vendor for reporting purposes.

Quoted By: Chad Anderson, (651) 454-0600 x8319 Email: canderson@esri.com	Account Manager: Sam Klimoski Email: sklimoski@esri.com
Acceptance of this quotation is limited to the ESRI License Agreement and the Quotation Terms and Conditions This Quotation is made in confidence for your review. It may not be disclosed to third parties, except as required by law. If sending remittance, please address to: ESRI, File No. 54630, Los Angeles, Ca 90074-4630	



ESRI QUOTATION TERMS AND CONDITIONS

ESRI, 380 New York St., Redlands, CA 92373-8100 USA • TEL 909-793-2853 • FAX 909-793-5953

All quotations are valid for ninety (90) days unless otherwise stated on the quotation form. These prices and terms are valid only for items purchased for use and delivery within the United States.

This quotation information is proprietary and may not be copied or released other than for the express purpose of the current system selection and purchase. This information may not be given to outside parties or used for any other purpose without written consent from Environmental Systems Research Institute, Inc. (ESRI).

To expedite your order, please reference the quotation number on your purchase order.

ORDER PROCESS

The order process is initiated when ESRI receives an original purchase order or some form of advance payment. Several additional documents (e.g., Master License Agreement, credit application, Tax Exemption Certificate, etc.) may be required to complete the order process. Generally, the need for these documents varies by the type of software, data, Web-enabled services, subscriptions, professional services or other products ordered, which is determined upon receipt of the purchase order (or advance payment). If delivery must be expedited, please contact your marketing representative for assistance.

IMPORTANT! Collectively, these documents contain the authorizations and information necessary to ship proper versions of the software or data on the correct media, or to initiate Web-enabled services, subscriptions, or professional services. Please return them promptly to avoid unnecessary delays in shipping or delivery. Please return all documents to ESRI Customer Service, or as otherwise directed.

Please show the following remittance address on your purchase order:

ESRI, File No. 54630, Los Angeles, CA 90074-4630

ESRI LICENSE AGREEMENTS

All ESRI software, data, Web-enabled services, and subscriptions offered in this quotation are commercial off-the-shelf items developed at private expense and subject to ESRI commercial license terms. You may have a signed license agreement on file that covers this order. If so, please reference the license agreement number on your purchase order. Unless a signed license is on file with ESRI, ESRI software, data, Web-enabled services and subscriptions are subject to the ESRI License Agreement included with the deliverable item as an on-line or click-through agreement. A copy is enclosed. Certain software or data requires a Master License Agreement signed by both parties. Professional services agreements may also include license terms.

Some ESRI software is copy protected with a software keycode or hardware key, and some software, data, Web-enabled services or subscriptions require registration or a password. You will be given instructions to access the keycode, register, or obtain a password through the ESRI Web site or by other means.

MAINTENANCE

After expiration of any complimentary period of maintenance that may apply to the licensed software, ESRI will quote maintenance payable annually in advance. A reinstatement fee applies when maintenance has lapsed.

OPTIONAL MULTI-YEAR MAINTENANCE

For software and data with optional multiyear maintenance for a discounted fee, the discounted maintenance fees are in consideration of, and contingent upon, your commitment to the maintenance term you elect in your order. For such multiyear maintenance, you may cancel the maintenance upon ninety (90) days advanced written notice to ESRI Customer Service, subject to payment of fifty percent (50%) of the outstanding maintenance fees for the maintenance term initially ordered. No other refund or reduction for cancellation is available. If you are ordering multi-year maintenance, please indicate a billing option on your purchase order by selecting a statement as indicated below.

Option 1. If you are purchasing a product with multi-year maintenance terms and are issuing the purchase order for all years upfront, please include the following information on your purchase order: **"This PO is in acceptance of quote # _____ and covers the total amount for all years included in the multi-year maintenance term. ESRI may invoice the entire amount upon shipment."**

Option 2. If you are purchasing a product with multi-year maintenance terms and are issuing the purchase order for the first year only, please include the following information on your purchase order (PO): "**This PO is in acceptance of quote #_____ . This order is for the initial year of the multi-year maintenance term. We agree to issue a PO for each subsequent year in a pro rata amount per year to be invoiced annually in advance.**"

Option 3: If you are purchasing a product with multi-year maintenance terms and are issuing the purchase order for all years upfront but want to be invoiced annually, please include the following information on your purchase order: "**This PO is in acceptance of quote #_____ and covers the total amount for all years included in the multi-year maintenance term. However, ESRI shall invoice annually in advance a pro rata amount for each year of the term.**"

DATA AND WEB SERVICES DISCLAIMER

Data and Web Services may contain some nonconformities, defects, errors, or omissions. THE DATA AND WEB SERVICES ARE PROVIDED "AS-IS" WITHOUT WARRANTY OF ANY KIND. Without limiting the generality of the preceding sentence, ESRI and its licensors do not warrant that the data and Web Services will meet Licensee's needs or expectations, that the use of the data or web services will be uninterrupted, or that all nonconformities can or will be corrected. ESRI and its licensors are not inviting reliance on this data or Web Services, and Licensee should always verify actual data or Web Services.

DELIVERY

FOB Redlands, CA, USA

Software: Allow thirty (30) days from ESRI's receipt of purchase order, signed Software License Agreement(s), and other documents, as required.

Hardware: Manufacturer's terms apply. Lead times depend on make/models purchased.

Note: Standard delivery method is ground or two-day air for software and surface carrier for hardware. Actual delivery method may vary depending on weight. Other service is available for an additional fee (e.g., overnight delivery).

PAYMENT TERMS

Net thirty (30) days, on approved credit. Orders less than \$800 require prepayment by check or credit card unless your organization is a government agency, university, college, or Fortune 500 company.

TAXES

This quote includes applicable sales or use taxes for the prices quoted as required by law. The tax amount may change depending on the time lapse between this quote and your order to us. ESRI will include applicable sales or use taxes on your invoice unless you provide proof with your order that your organization or use of the product is tax exempt.

Print Summary

PowerEdge R610

Price \$8,740.00
 Instant Savings \$1,573.20

Price **\$7,166.80**

 Preliminary Ship Date: 10/23/2009

My Selections All Options

• PowerEdge R610

Date	10/14/2009 2:51:23 PM Central Standard Time			
Catalog Number	84 Retail rc1149812			
Catalog Number / Description	Product Code	Qty	SKU	Id
PowerEdge R610: Chassis for Up to Six 2.5-Inch Hard Drives	R6106	1	[224-4848]	1
Primary Processor: Intel® Xeon® X5570, 2.93Ghz, 8M Cache, Turbo, HT, 1333MHz Max Mem	X5570	1	[317-0200]	6
Additional Processor: Single Processor Only	1P	1	[311-3928] [317-0212]	7
BIOS Setting: Power Saving BIOS Setting	ESBIOS	1	[330-3491]	10
Memory: 12GB Memory (3x4GB), 1066MHz Dual Ranked RDIMMs for 1 Processor, Optimized	12RD1P	1	[317-2066]	3
Operating System: Windows Server® 2008, Standard x64 Edition, Includes 5 CALs	WS&XSE	1	[420-8354]	11
Primary Controller: PERC 6/i SAS RAID Controller, 2x4 Connectors, Internal, PCIe, 256MB Cache	PERC6I	1	[341-9254]	9
Hard Drive Configuration: RAID 1 for PERC 6/i or SAS 6/iR Controllers	MSR1	1	[341-8755]	27
Hard Drives: 146GB 15K RPM Serial-Attach SCSI 2.5" Hot Plug Hard Drive	146152H	2	[341-9157]	1209
Power Supply: Energy Smart Power Supply, Redundant, 502W	RDPSUES	1	[330-3516]	36
Power Cords: NEMA 5-15P to C13 Wall Plug, 125 Volt, 15 AMP, 10 Feet (3m), Power Cord	125V10F	1	[310-8509]	106
Power Cords: NEMA 5-15P to C13 Wall Plug, 125 Volt, 15 AMP, 10 Feet (3m), Power Cord	2125V10	1	[310-8509] [310-8509]	106
Power Cords: No Additional Power Cord	NOPWRCO	1	[310-9057]	38
Shipping: PowerEdge R610 Shipping	SHIPGRP	1	[330-4122]	2
1st Hard Drive: HD Multi-Select	HDMULTI	1	[341-4158]	8
Embedded Management: iDRAC6 Express	IDRCEX	1	[467-8649]	14
Network Adapter: 2x Broadcom 5709 Dual Port 1GbE NIC w/TOE PCIe-4	2B5709T	1	[430-3251] [430-3251]	13
Feature Upgrades for Embedded NIC Ports: Dual Two-Port Embedded Broadcom® NetXtreme II 5709 Gigabit Ethernet NIC	OBNIC	1	[430-1764]	5
Rails: No Rack Rails or Cable Management Arm	NORAIL	1	[330-3522]	28
Bezel: Bezel	BEZEL	1	[313-7534]	17
Internal Optical Drive: DVD ROM, SATA, Internal	DVD	1	[313-7541]	16

System Documentation:				
Electronic System Documentation, OpenManage DVD Kit with DMC	EDQCS	1	[330-3523] [330-5280]	21
Hardware Support Services:				
3 Year ProSupport for IT and Mission Critical 4HR 7x24 Onsite Pack	U3IPME4	1	[989-3439] [992-9972] [993-0162] [993-3670] [993-9408] [993-9457] [993-9458]	29
Installation Services:				
ONSITE INSTALLATION: PowerEdge Hardware and Windows OS Installation- Basic	QBASIC	1	[985-0889]	32
Keep Your Hard Drive:				
Keep Your Hard Drive, 3 Years	KYHD3Y	1	[983-6402]	159

 Print

© 2009 Dell For customers of the 50 United States and the District of Columbia only.
[Site Terms](#) | [Terms of Sale](#) | [Privacy](#) | [Feedback](#)

snCFG4



ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.
 ESRI, Inc.
 880 Blue Gentian Rd, Ste 200
 St. Paul, MN 55121-1596
 Phone: (651) 454-0600 Fax: (651) 454-0705
 DUNS Number: 06-313-4175 CAGE Code: 0AMS3

To expedite your order, please attach a copy of this quotation to your purchase order.
 Quote is valid from: 10/15/2009 To: 01/13/2010

Quotation # 20355929

Date: October 15, 2009

Customer # 350446 Contract #

TOWNSHIP OF DELHI CHARTER
 INFORMATION TECHNOLOGY DEPT
 2074 AURELIUS RD
 HOLT, MI 48842

ATTENTION: Darryl Albert
 PHONE: (517) 694-8281
 FAX: (517) 699-3864

Material	Qty	Description	Unit Price	Total
88925	1	ArcInfo Upgrade from ArcView Single Use	6,070.00	6,070.00
109065	1	ArcGIS Server Standard Enterprise for Windows Up to Four Cores License	20,000.00	20,000.00
115072	1	ArcGIS Server 9.3.1 Enterprise for Windows Installation Package	0.00	0.00
			Item Total:	26,070.00
			Subtotal:	26,070.00
			Sales Tax:	0.00
			Estimated Shipping & Handling(2 Day Delivery) :	18.90
			Contract Pricing Adjust:	0.00
			Total:	\$26,088.90

* Please indicate on your purchase order if this purchase is funded through the American Recovery and Reinvestment Act, and whether ESRI is a Prime Recipient, Sub-recipient, or Vendor for reporting purposes.

Quoted By: Chad Anderson, (651) 454-0600 x8319
 Email: canderson@esri.com

Account Manager: Sam Klimoski
 Email: sklimoski@esri.com

Acceptance of this quotation is limited to the ESRI License Agreement and the Quotation Terms and Conditions
 This Quotation is made in confidence for your review. It may not be disclosed to third parties, except as required by law.

If sending remittance, please address to: ESRI, File No. 54630, Los Angeles, Ca 90074-4630



Quotation # 20355929

Date: October 15, 2009

ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.
ESRI, Inc.
880 Blue Gentian Rd, Ste 200
St. Paul, MN 55121-1596
Phone: (651) 454-0600 Fax: (651) 454-0705
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

Customer # 350446 Contract #
TOWNSHIP OF DELHI CHARTER
INFORMATION TECHNOLOGY DEPT
2074 AURELIUS RD
HOLT, MI 48842

ATTENTION: Darryl Albert
PHONE: (517) 694-8281
FAX: (517) 699-3864

To expedite your order, please attach a copy of this quotation to your purchase order.
Quote is valid from: 10/15/2009 To: 01/13/2010

BY SIGNING BELOW YOU ARE INDICATING THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION. DO NOT USE THIS FORM FOR ORDER ACTIVATION IF YOUR ORGANIZATION WILL NOT HONOR AND PAY AN INVOICE THAT HAS BEEN ISSUED AT YOUR DIRECTION WITHOUT ADDITIONAL AUTHORIZING PAPERWORK.

To expedite your order, either attach a copy of this quotation to your purchase order when it is remitted to ESRI, or sign below and return this quotation to indicate your acceptance. ESRI's address and fax number are provided on the first page of this quotation.

If you have made ANY alterations to the line items included in this quote and have chosen to sign the quote to indicate your acceptance, you must fax ESRI the signed quote in its entirety in order for the quote to be accepted. You will be contacted by your Customer Service Representative if additional information is required to complete your request.

If your organization is a US Federal, state, or local government agency; an educational facility; or a company that will not pay an invoice without having issued a formal purchase order, a signed quotation will not be accepted unless it is accompanied by your purchase order.

If you choose to discontinue your maintenance, you will become ineligible for maintenance benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your maintenance coverage at a later date.

Acceptance of this quotation is limited to the ESRI license agreement, quotation terms and conditions, and any other ESRI terms and conditions included with this quotation. Any additional or different terms in any purchase order are deemed rejected unless expressly accepted in writing and signed by ESRI. Notwithstanding, if the purchase order is placed under an existing signed agreement (e.g., Master Purchase Agreement), or under the GSA Federal Supply Schedule, then the purchase order shall identify such agreement on the face of the order and the terms and conditions of such agreement shall govern the subject matter of the purchase order.

By signing below, you are authorizing ESRI to issue an invoice for the items included in the above quote in the amount of: \$ _____, plus sales taxes if applicable. (Note: Shipping costs are subject to change.)

Please check one of the following:

I agree to pay any applicable sales tax.

I am tax exempt, please contact me if exempt information is not currently on file with ESRI.

Signature of Authorized Representative Date

Name (Please Print)

Title

The quotation information is proprietary and may not be copied or released other than for the express purpose of system selection and purchase/license. This information may not be given to outside parties or used for any other purpose without consent from Environmental Systems Research Institute, Inc. (ESRI).

Any estimated sales and/or use tax reflected on this quote has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. ESRI reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state tax directly, then prior to invoicing, your organization must provide ESRI with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

* Please indicate on your purchase order if this purchase is funded through the American Recovery and Reinvestment Act, and whether ESRI is a Prime Recipient, Sub-recipient, or Vendor for reporting purposes.

Quoted By: Chad Anderson, (651) 454-0600 x8319 Email: canderson@esri.com	Account Manager: Sam Klimoski Email: sklimoski@esri.com
Acceptance of this quotation is limited to the ESRI License Agreement and the Quotation Terms and Conditions This Quotation is made in confidence for your review. It may not be disclosed to third parties, except as required by law.	
If sending remittance, please address to: ESRI, File No. 54630, Los Angeles, Ca 90074-4630	

ANDERSONC

This offer is limited to the terms and conditions incorporated and attached herein.



ESRI QUOTATION TERMS AND CONDITIONS

ESRI, 380 New York St., Redlands, CA 92373-8100 USA • TEL 909-793-2853 • FAX 909-793-5953

All quotations are valid for ninety (90) days unless otherwise stated on the quotation form. These prices and terms are valid only for items purchased for use and delivery within the United States.

This quotation information is proprietary and may not be copied or released other than for the express purpose of the current system selection and purchase. This information may not be given to outside parties or used for any other purpose without written consent from Environmental Systems Research Institute, Inc. (ESRI).

To expedite your order, please reference the quotation number on your purchase order.

ORDER PROCESS

The order process is initiated when ESRI receives an original purchase order or some form of advance payment. Several additional documents (e.g., Master License Agreement, credit application, Tax Exemption Certificate, etc.) may be required to complete the order process. Generally, the need for these documents varies by the type of software, data, Web-enabled services, subscriptions, professional services or other products ordered, which is determined upon receipt of the purchase order (or advance payment). If delivery must be expedited, please contact your marketing representative for assistance.

IMPORTANT! Collectively, these documents contain the authorizations and information necessary to ship proper versions of the software or data on the correct media, or to initiate Web-enabled services, subscriptions, or professional services. Please return them promptly to avoid unnecessary delays in shipping or delivery. Please return all documents to ESRI Customer Service, or as otherwise directed.

Please show the following remittance address on your purchase order:

ESRI, File No. 54630, Los Angeles, CA 90074-4630

ESRI LICENSE AGREEMENTS

All ESRI software, data, Web-enabled services, and subscriptions offered in this quotation are commercial off-the-shelf items developed at private expense and subject to ESRI commercial license terms. You may have a signed license agreement on file that covers this order. If so, please reference the license agreement number on your purchase order. Unless a signed license is on file with ESRI, ESRI software, data, Web-enabled services and subscriptions are subject to the ESRI License Agreement included with the deliverable item as an on-line or click-through agreement. A copy is enclosed. Certain software or data requires a Master License Agreement signed by both parties. Professional services agreements may also include license terms.

Some ESRI software is copy protected with a software keycode or hardware key, and some software, data, Web-enabled services or subscriptions require registration or a password. You will be given instructions to access the keycode, register, or obtain a password through the ESRI Web site or by other means.

MAINTENANCE

After expiration of any complimentary period of maintenance that may apply to the licensed software, ESRI will quote maintenance payable annually in advance. A reinstatement fee applies when maintenance has lapsed.

OPTIONAL MULTI-YEAR MAINTENANCE

For software and data with optional multiyear maintenance for a discounted fee, the discounted maintenance fees are in consideration of, and contingent upon, your commitment to the maintenance term you elect in your order. For such multiyear maintenance, you may cancel the maintenance upon ninety (90) days advanced written notice to ESRI Customer Service, subject to payment of fifty percent (50%) of the outstanding maintenance fees for the maintenance term initially ordered. No other refund or reduction for cancellation is available. If you are ordering multi-year maintenance, please indicate a billing option on your purchase order by selecting a statement as indicated below.

Option 1. If you are purchasing a product with multi-year maintenance terms and are issuing the purchase order for all years upfront, please include the following information on your purchase order: **"This PO is in acceptance of quote # _____ and covers the total amount for all years included in the multi-year maintenance term. ESRI may invoice the entire amount upon shipment."**

Option 2. If you are purchasing a product with multi-year maintenance terms and are issuing the purchase order for the first year only, please include the following information on your purchase order (PO): "**This PO is in acceptance of quote #_____.** This order is for the initial year of the multi-year maintenance term. We agree to issue a PO for each subsequent year in a pro rata amount per year to be invoiced annually in advance."

Option 3: If you are purchasing a product with multi-year maintenance terms and are issuing the purchase order for all years upfront but want to be invoiced annually, please include the following information on your purchase order: "**This PO is in acceptance of quote #_____ and covers the total amount for all years included in the multi-year maintenance term. However, ESRI shall invoice annually in advance a pro rata amount for each year of the term.**"

DATA AND WEB SERVICES DISCLAIMER

Data and Web Services may contain some nonconformities, defects, errors, or omissions. THE DATA AND WEB SERVICES ARE PROVIDED "AS-IS" WITHOUT WARRANTY OF ANY KIND. Without limiting the generality of the preceding sentence, ESRI and its licensors do not warrant that the data and Web Services will meet Licensee's needs or expectations, that the use of the data or web services will be uninterrupted, or that all nonconformities can or will be corrected. ESRI and its licensors are not inviting reliance on this data or Web Services, and Licensee should always verify actual data or Web Services.

DELIVERY

FOB Redlands, CA, USA

Software: Allow thirty (30) days from ESRI's receipt of purchase order, signed Software License Agreement(s), and other documents, as required.

Hardware: Manufacturer's terms apply. Lead times depend on make/models purchased.

Note: Standard delivery method is ground or two-day air for software and surface carrier for hardware. Actual delivery method may vary depending on weight. Other service is available for an additional fee (e.g., overnight delivery).

PAYMENT TERMS

Net thirty (30) days, on approved credit. Orders less than \$800 require prepayment by check or credit card unless your organization is a government agency, university, college, or Fortune 500 company.

TAXES

This quote includes applicable sales or use taxes for the prices quoted as required by law. The tax amount may change depending on the time lapse between this quote and your order to us. ESRI will include applicable sales or use taxes on your invoice unless you provide proof with your order that your organization or use of the product is tax exempt.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 15, 2009

RE: Resolution No. 2009-036 – Resolution Supporting the Submittal of a Grant Application to the State of Michigan Department of Labor and Economic Growth Bureau of Energy Systems

Enclosed for your review and approval is Resolution No. 2009-036 which supports the submission of a grant application to the State of Michigan Department of Labor and Economic Growth (DLEG) Bureau of Energy Systems.

The State of Michigan DLEG has secured over \$15 million in federal funds through the American Recovery and Reinvestment Act to be awarded to Michigan communities through its Energy Efficiency and Conservation Block Grant Program. The Township would be eligible to receive an estimated \$112,000 to \$125,000 under this grant program with no matching funds required.

If the Township were awarded money from this grant program it would be used to evaluate ways for the Township to be more energy efficient including a centralized HVAC system and LED bulbs for the CSC parking lot lights. Our consultants, C2AE, believe that the Township's previous proactive approach in energy efficiency would position us favorably for being considered for the grant money. They are currently preparing the grant application for submittal by October 22, 2009 to the State of Michigan DLEG Bureau of Energy Systems and encourage the Board to attach a resolution of support.

Therefore, I recommend the Board adopt Resolution No. 2009-036 which supports the submittal of an energy grant application and authorizes the Township Manager to execute the application on behalf of the Township.

Recommended Motion:

To adopt Resolution No. 2009-036 supporting the submission of a grant application to the State of Michigan Department of Labor and Economic Growth Bureau of Energy Systems and authorizes the Township Manager to execute the grant application on behalf of the Township.

INTEROFFICE MEMORANDUM

TO: JOHN ELSINGA, TOWNSHIP MANAGER
FROM: SANDRA DIORKA, DIRECTOR OF PUBLIC SERVICES 
SUBJECT: MICHIGAN ENERGY EFFICIENCY & CONSERVATION BLOCK GRANT
DATE: OCTOBER 14, 2009
COPY TO: FILE

The Department of Energy, Labor & Economic Growth (DELEG) is accepting proposals for Multi-Purpose Grants for Non-Entitlement Local Governments under the Michigan Energy Efficiency & Conservation Block Grant Program. The Township may be eligible to receive an estimated \$112,000 to \$125,000 in grant funds with no matching funds required. Proposals must be submitted by October 22, 2009.

To pursue this opportunity, Township personnel met with local engineering firms knowledgeable and experienced in applying for grant funds. Of these firms, we selected C2AE based on their qualifications and many years of previous service to the township.

If obtained, the grant funds would be utilized to perform an energy audit of Township facilities; purchase and install a centralized heating, ventilation and air conditioning (HVAC) controls system; convert twelve (12) existing CSC parking lights to light emitting diode (LED) bulbs; and develop and implement a LED demonstration program for possible future revisions to the municipal standards and ordinances.

A board Resolution supporting the application will hopefully boost the Township's selection criteria points used to determine grantee selection.

I respectfully request you seek board support for this application through the attached Resolution.

Delhi Charter Township

Resolution No. 2009-036

A Resolution to Submit the Grant Application to the State of Michigan Department of Labor and Economic Growth Bureau of Energy Systems

At a Regular Meeting of the Township Board of the Charter Township of Delhi, Ingham County, Michigan, held in the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Tuesday, October 20, 2009, at 7:30 o'clock p.m.

PRESENT:

ABSENT:

The following Resolution was offered by_____.

WHEREAS, by Resolution of September 24, 2007, the Delhi Charter Township Planning Commission approved amendments to the Delhi Charter Township Comprehensive Development Plan to be known as the 2007 Master Plan, and

WHEREAS, said 2007 Master Plan identified the following Vision for the Township Environment:

“Delhi Charter Township shall embrace the characteristics of the natural environment by adopting policies, regulations, zoning and plans that preserve environmental resources from the impacts of development and enhance them to the extent possible.”, and

WHEREAS, two of the eight related Environment goals within said 2007 Master Plan included:

Goal 3: Minimize noise, odor, smoke, vibration, (toxic) emissions, light pollution, dust and glare.

Goal 8: Delhi Charter Township shall demonstrate environmental stewardship as a model for all to follow., and

WHEREAS, Delhi Charter Township has undertaken and funded many initiatives supporting these goals including, but not limited to:

- Adoption and implementation of the 2007 Non-Motorized Transportation Plan
- Implementation of a municipal recycling program

- Construction of the Township’s first “green” building, the new Sam Corey Senior Center, in accordance with Leadership in Energy and Environmental Design (LEED) Certification Standards
- Construction of the state’s first integrated biomass to energy system at the publicly owned treatment works
- Registration in the EnergyStar program to benchmark, evaluate and direct further energy reduction strategies in municipal facilities, and

WHEREAS, the State of Michigan Department of Labor and Economic Growth Bureau of Energy Systems has successfully secured \$15,480,000 in Federal funds provided through the American Recovery and Reinvestment Act to be competitively awarded to Michigan communities through its Energy Efficiency and Conservation Block Grant Program (EECBG) for the stated purpose as follows:

“...assist eligible cities, townships and counties in implementing energy efficiency and conservation strategies that reduce fossil fuel emissions and total energy use, and that improve energy efficiency in the transportation, building and other sectors.”, and

WHEREAS, Delhi Charter Township is eligible under the EECBG for consideration of an award estimated to range between \$112,000 to \$125,000 requiring no local matching funds that can be used to further implement the Township’s vision and action plans for efforts synergistic to the EECBG program.

NOW, THEREFORE, BE IT RESOLVED; as follows:

That the Township Manager be directed to prepare and execute on behalf of Delhi Charter Township, Michigan, an application to the State of Michigan Department of Labor and Economic Growth Bureau of Energy Systems pursuant to its Request for Proposals for submittal due on or before 5:00 p.m. local time, Thursday, October 22, 2009.

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

Evan Hope, Township Clerk

STATE OF MICHIGAN)

)ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Clerk of the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on the 20th day of October 2009.

IN WITNESS THEREOF, I have hereunto affixed my official signature this _____ day of October 2009.

Evan Hope, Township Clerk



Lansing • Gaylord • Grand Rapids

725 Prudden Street
Lansing, MI 48906

P: 517 371 1200
F: 517 371.2013

info@c2ae.com
www.c2ae.com

October 14, 2009

Mr. John Elsinga, Township Manager
Delhi Charter Township
2074 Aurelius Road
Holt, MI 48842

RE: Michigan Energy Efficiency & Conservation Block Grant (EECBG) Program
Proposal for Engineering Services

Dear Mr. Elsinga:

Delhi Charter Township has been proactively pursuing various energy efficiency and conservation programs throughout its operations for many years. From participating in the Energy Star program to benchmark reductions in municipal energy consumption to a visionary and methodical approach to non-motorized transportation helping to reduce gas emissions and traffic congestion, your overall mission in these efforts is consistent with the goals of the EECBG program currently open for competitive grant solicitation. As discussed, the goals of the Program are:

- Promote energy savings
- Create and retain jobs
- Reduce greenhouse gas emissions

This compatibility of goals should position the Township well for high consideration of a grant under the State of Michigan's current \$15.48 Million EECBG Multi-Purpose grant program funded through the ARRA. We understand the Township is eligible to receive an estimated \$112,000 to \$125,000 under this program with no matching funds required.

C2AE would be happy to help the Township research and prepare an EECBG Multi-Purpose grant application for the following:

- Perform a Technical Energy Analysis (TEA) for the three municipally owned facilities including the Community Service Center (CSC), DPW Facility and
- Purchase and install a centralized, programmable heating, ventilation and air conditioning (HVAC) controls system to optimize efficient operation of the three facility's systems
- Convert the twelve (12) existing CSC parking lot lights to Light Emitting Diode (LED) bulbs, which have been estimated to result in 50% or more in energy savings
- Develop and implement a demonstration program highlighting these improvements and serving as a model to implement their future applications in municipal standards and ordinances

We propose the following:

- Work with Township personnel to document the energy efficiency and conservation measures taken to date and establish strategy goals for the implementation of the above noted project elements.
- Prepare a Resolution for Township Board approval of the grant application.
- Complete draft Proposal Cover Page, Management Summary, Statement of the Problem, Work Plan, Prior Experience, Personnel, Time Frame and Budget Consideration narratives, figures and spreadsheets, as required in the Michigan EECBG program Request for Proposals. Narratives will be structured to address the primary goals and objectives of the program.
- Complete the National Environmental Policy Act Questionnaire, as required, including conducting the necessary on-line research of environmental programs and resources.
- Complete the State Historic Preservation Office (SHPO) Application for Section 106 Review, as required, including the necessary photographs and site/property description.
- Review all draft documents with Township personnel for accuracy of content and approach.
- Prepare the required number of final documents for Authorized Township signatures, including copies for Township files.
- Hand-deliver the grant application package to the required submittal office before the required submittal deadline of 5:00 p.m. Thursday, October 22, 2009.

C2AE will perform these services for the lump-sum fee of \$2,500. The terms and conditions of our general services contract will apply to the work specified herein. We greatly appreciate the opportunity to continue to serve Delhi Charter Township's professional service needs and wish you well in this pursuit.

Sincerely,

C2AE



Robert W. Farrier
Business Unit Leader



Kevin P. Feuka, P.E.
Principal, Director of Infrastructure Services

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 15, 2009

RE: Proposal for Professional Services for Cook and Thorburn Sanitary Sewer Replacement from C2AE

Enclosed for your review and approval is an engineering proposal from C2AE for engineering design and construction observation for the lowering of a sanitary sewer pipe below the Cook and Thorburn Drain.

We have been informed by the Ingham County Drain Commissioner's office there is a section of sanitary sewer pipe that needs to be lowered to accommodate the improvements they are making to the Cook and Thorburn drain.

The engineering costs along with construction costs may together approach \$100,000 subject to the difficulty of this project. Any, or all, of the Township's cost may be credited against the Township's apportionment of costs for the Cook and Thorburn Storm Sewer Improvement Project. To be considered for such a credit there must be mitigating circumstances whereby such costs can be charged to their project. Otherwise, the costs will be borne by the Sewer Fund as it is located in the Cook and Thorburn Drain easement, established in 1914.

Recommended Motion:

To approve the proposal from C2AE for Professional Services for Cook and Thorburn Sanitary Sewer Replacement in the estimated amount of \$18,600.

INTEROFFICE MEMORANDUM

TO: JOHN ELSINGA, TOWNSHIP MANAGER
FROM: SANDRA DIORKA, DIRECTOR OF PUBLIC SERVICES
SUBJECT: ENGINEERING SERVICES FOR DESIGN AND CONSTRUCTION
OBSERVATION FOR COOK AND THORNBURN SEWER CROSSING
CONSTRUCTION – C2AE
DATE: OCTOBER 14, 2009
COPY TO: FILE

As you know, the Ingham County Drain Commission (ICDC) is about to proceed with a drain improvement project on the Cook and Thornburn Drain. The work scheduled adjacent to the Maintenance Facility at 1492 Aurelius Road, involves lowering the invert or bottom of the drain. In doing so, the drain and the existing sewer serving Centennial Estates will collide. Therefore, the sewer must be lowered.

We have been working to review and finalize the design of the lowering with ICDC's engineer (Spicer Group) and C2AE for more than a year. Given C2AE's previous involvement with the project and our relationship with them for sewer work, we requested a proposal from them for finalizing design, preparation of specifications, bidding, and construction observation.

If approved, this project would be let for bid at the earliest opportunity with construction beginning immediately.

I respectfully request you seek approval from the Township Board of Trustees for C2AE to perform this work for a lump sum of \$7,400 for design and bidding and time and materials for construction observation at an estimated amount of \$11,200.



Lansing • Gaylord • Grand Rapids

725 Prudden Street
Lansing, MI 48906

P: 517 371.1200

F: 517 371 2013

info@c2ae.com

www.c2ae.com

October 13, 2009

Ms. Sandra Diorka
Delhi Charter Township
1492 North Aurelius Road
Holt, MI 48842

Re: Proposal for Professional Services
Cook & Thornburn Sanitary Sewer Replacement

Dear Ms. Diorka:

In response to your request, we are pleased to submit this proposal for design, bidding and construction engineering services related to the sanitary sewer replacement of the crossing of the Cook & Thornburn Drain. We understand that as a part of the Ingham County Drain Commission's project to lower the open ditch drain, the existing sanitary sewer that crosses south of Lift Station D needs to be lowered. The Township and Drain Office have agreed to remove the sanitary sewer replacement work from the Drain project to have the Township contract the work directly. The cost of the work may be deducted from the Township's share of the drain assessment.

As a part of the design, C2AE will evaluate the future capacity requirements for the area served by the sewer and upsize the pipe as needed. The project will also include provisions for a manhole access drives.

We appreciate the opportunity to submit this proposal for consideration and are looking forward to working with you on this project. If the terms, as stated in this proposal, are acceptable, please sign both copies, as required, and return one copy to our office. If you have any questions, please contact us. Thank you.

Sincerely,

C2AE

Adam D. Falkowski, P.E.
Project Manager

ACCEPTED:
DELHI CHARTER TOWNSHIP,
MICHIGAN

BY: _____

Robert W. Farrier
Business Unit Leader

DATE: _____

ARCHITECTURE
ENGINEERING
PLANNING

SAD/dav/090053

IT'S THE PEOPLE



C2AE proposes to provide the following design and construction phase services for the Cook & Thornburn sanitary sewer replacement:

Design Services

1. Kick-Off Meeting: Meet with the Township staff to review the project requirements, including the scope of services and schedule.
2. Background Information: Obtain existing design drawings and Autocad base drawings from the engineering consultant for the Drain Office. Obtain record drawings, digital aerials, and GIS information from the Township to be used as a base to prepare plan sheets. Visit site to verify information as necessary.
3. Soil Boring Review: Review existing soil boring information from the Lift Station D project and the soils investigations performed for the Drain Office. Provide a recommendation to the Township to secure additional soil investigations if the existing information is not sufficient.
4. Utility Coordination: Forward copies of the project plans to the appropriate utility companies to verify and obtain utility location information.
5. Contract Documents: Utilizing base drawing information from Drain Office project, develop contract documents (plans and technical specifications) for the project.
6. Design Review: Complete a preliminary design review meeting with Township staff.
7. Final Design: Incorporate Township staff comments into the plans and specifications for the project.
8. Opinion of Probable Cost: Develop preliminary project quantities and prepare a preliminary opinion of probable construction cost.
9. Michigan Department of Environmental Quality (MDEQ) Sewer System Construction Permits: If the size and capacity of the sanitary sewer is upgraded as a part of the replacement project, it will become necessary to submit final plans, specifications and applications for a sanitary system construction permit to the MDEQ, for review, approval, and permit issuance.
10. Drain Crossing and Soil Erosion and Sedimentation Control (SESC) Permit: Coordinate with the Drain office project and Township Staff for the permits.

Bidding Phase

1. Bidder Selection: Consult with Township to determine a list of five contractors to solicit bids from.
2. Plans and Specifications for Bidding: Furnish and distribute plans and specifications to prospective bidders.
3. Consultation: Answer questions from contractors relative to the project.



4. Bidding: Attend and conduct the bid opening.
5. Bid Tabulation: Compile bid tabulation.

Construction Phase

1. Contract Document Execution: Prepare contract documents for execution by the Township and the Contractor.
2. Pre-Construction Meeting: Schedule and conduct a pre-construction meeting.
3. Construction Staking: Provide staking for construction of proposed structures and sewer alignment.
4. Construction Observation: Provide a resident project representative to observe the Contractor's progress during construction. Daily reports will be prepared giving general observations of the work completed to date. Photographs will be taken of the sewer installation. It is assumed that a maximum of four weeks of full time observation will be required.
4. Office Engineering/Contract Administration: Provide office assistance for compliance with the contract documents, shop drawing review, review and approve estimates for progress and final payment, and provide reports and maintain such records as are required to document the work.
5. Punch List: Perform pre-final inspections; prepare separate punch lists for each project.
6. Final Inspection: Perform final inspections of the completed projects.
7. Record Drawings: Prepare record drawings of the completed construction and provide the Township with an electronic copy and two (2) sets of prints.



*Schedule and Fee
Cook & Thornburn Sanitary Sewer Replacement*

Implementation Schedule

It is anticipated that construction will take place in late winter or early spring.

Fee for Services

The Design/Bidding Phase includes previous time pertaining to dealing with the ICDC and their consultant regarding the proposed drain crossing.

We propose to provide the services, as outlined herein, in accordance with the following:

<u>Task</u>	<u>Fee</u>	<u>Fee Basis</u>
Design/Bidding	\$7,400	Lump Sum
Construction	\$11,200	Time & Materials, Estimated

Invoices will be forwarded on a monthly basis reflecting the level of work completed and are due upon receipt.



**Delhi Charter Township
Department of Community Development**

MEMORANDUM

TO: John B. Elsinga, Township Manager

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

DATE: Wednesday, October 14, 2009

RE: Recommended Zoning Ordinance Amendment –
Electronic Changeable Message Signs (39.154)

For the past several months the Planning Commission (PC) has been working on amendments to the Delhi Charter Township Zoning Ordinance (ZO) that would permit the use of Electronic Changeable Message Signs (ECMS), like the one owned by the Downtown Development Authority, by the business community. At their meeting last night the PC held a public hearing regarding the proposed amendments and made the following motion to recommend approval to the Township Board:

Leaf moved, Donaldson seconded, to recommend approval of Zoning Case # 09-862/Ord. 39.154 regarding Electronic Changeable Message Signs to the Township Board for their consideration and adoption.

Discussion: None

Roll Call Vote:

Ayes: Zietlow, Weaver, Warfield, O'Hara, Leaf, Hayhoe, Goodall, Donaldson, Craig

Nays: None

Absent: None

Motion Passed.

There was one member of the public who spoke at the Public Hearing, but only to ask questions. Her comments were not against the proposed changes. An excerpt of the meeting minutes is included for your reference.

The proposed ZO amendments can be summarized as follows:

- Provides a definition for ECMS and clarifies that the difference between these signs and Reader Boards (already in our ZO) is that reader boards are changed manually.
 - ECMS = signs who's message is managed by a computer or electronically.
 - Examples: DDA sign, L&L ShopRite, Holt Methodist Church, Chiro-technology.
 - Reader Board = text on a sign that is changed manually.
 - Examples: Sweet Sensations, Ace Hardware, Taco's E Mas, McDonalds, Cedar Street Church, Sammy's.
- All Ground, Wall and Freestanding signs may include an ECMS.

- Sets forth the following requirements for the operation of ECMSs.
 1. The message that appears on the sign must advertise only the business conducted on the property.

This provision will prevent sign owner's from renting out space on their sign to unrelated businesses or organizations. The language provides an exception to this for government signs, which would include schools.
 2. The message must change at a time interval that permits the average person to view the entire message during the time that they have available to do so.

This is somewhat nebulous, but was determined to be the best method for encouraging sign owners to consider the location of the sign when programming messages. For example, a single message can be longer and more complex if the majority of people viewing it will be stopped at an intersection, since they would have more time to look at it. However, a sign that will be viewed by motorists traveling 55 mph would need to have short, quick messages displayed in order to help prevent unnecessary distractions to drivers.
 3. ECMS must be dimmed between dusk and dawn.
 4. No graphics can be displayed on the sign that replicate lights used by emergency vehicles, traffic control devices, etc. or use any words or graphics that could cause a hazard to drivers, pedestrians or others.

Many ECMS' have the ability to display very high quality images, similar to a television. Some graphics or words could be confusing to people and create problems. For example, a sign that used the image of fire truck lights to attract attention to their "fire sale" could be mistaken by driver looking in their rearview mirror as the real thing, posing a potential hazard.
- All other size, location and other provisions that pertain to Ground, Wall and Freestanding signs in each district apply.

A "bold and strikeout" copy of the proposed ZO amendment is attached for your review and consideration. Please forward this information, along with your concurrence, to the Township Board for their consideration and adoption. As always, if you have any questions, or would like additional information, please do not hesitate to ask. Thank you.

Recommended Motion on Next Page.

Recommended Motion to APPROVE:

To adopt Case No. 09-862 amending Zoning Ordinance No. 39, Sections 6.9.2, 6.9.3 and 6.9.9 for the purpose of adding provisions for Electronic Changeable Message Signs, as recommended by the Planning Commission at their October 12, 2009 meeting (Zoning Ordinance No. 39.154).

-OR-

Recommended Motion to DENY:

To deny Case No. 09-862 amending Zoning Ordinance No. 39, Sections 6.9.2, 6.9.3 and 6.9.9 for the purpose of adding provisions for Electronic Changeable Message Signs.

DELHI CHARTER TOWNSHIP
INGHAM COUNTY, MICHIGAN

PROPOSED ZONING ORDINANCE NO. 39.154
ZONING CASE #09-862

An Ordinance to amend certain sections of the Delhi Charter Township Zoning Ordinance No. 39 in accordance with the Provisions of Act 110 of the Public Acts of 2006, and Act 359, of the Public Acts of 1947, as amended.

PREAMBLE

AN ORDINANCE TO AMEND THE DELHI CHARTER TOWNSHIP ZONING ORDINANCE; SPECIFICALLY TO ADD SUB-SECTION (N) ELECTRONIC CHANGEABLE MESSAGE SIGN TO SECTION 6.9.2 WHICH PROVIDES A DEFINITION OF SAME, AND TO AMEND SECTION 6.9.2(AA) "READER BOARDS" AND TO ADD SUB-SECTION (3) TO SECTION 6.9.3(C) WHICH PROVIDES CLARIFICATION REGARDING THE APPLICABILITY OF SECTIONS 6.9.3 (A) & (B) AND TO AMEND SUB-SECTION 6.9.3(J) TO INCLUDE PROVISIONS SPECIFIC TO ELECTRONIC CHANGEABLE MESSAGE SIGNS, AND TO AMEND SUB-SECTION 6.9.3(M) TO CLARIFY THAT OBSCENE OR PROFANE GRAPHICS ARE PROHIBITED AND 6.9.3(R) TO ADD SUB-SECTIONS (1) THROUGH (6) WHICH PROVIDE SPECIFIC REGULATIONS REGARDING THE USE AND OPERATION OF READER BOARDS AND ELECTRONIC CHANGEABLE MESSAGE SIGNS, AND TO AMEND SECTION 6.9.9(C) TO ADD "READER BOARDS" AND "ELECTRONIC CHANGEABLE MESSAGE SIGNS" AS PERMITTED SIGNS WITHIN THE C-1 AND TC ZONING DISTRICTS AND TO AMEND SECTION 6.9.9(D) "READER BOARD" AND ADD "ELECTRONIC CHANGEABLE MESSAGE SIGNS" AS PERMITTED SIGNS WITHIN THE C-2 AND C-3 ZONING DISTRICTS AND SECTION 6.9.9(E) "READER BOARD" AND ADD "ELECTRONIC CHANGEABLE MESSAGE SIGNS" AS PERMITTED SIGNS WITHIN THE IW, IR, IA, IM AND IP ZONING DISTRICTS. THESE AMENDMENTS WILL APPLY TO ALL SIGNAGE WITHIN THE TOWNSHIP WITHIN THE PERMITTED DISTRICTS LISTED ABOVE; AND TO PROVIDE AN EFFECTIVE DATE HEREOF.

The Charter Township of Delhi, Ingham County, Michigan, ordains:

SECTION I. AMENDMENT OF THE DELHI CHARTER TOWNSHIP ZONING ORDINANCE TO ADD SUB-SECTION (N) "ELECTRONIC CHANGEABLE MESSAGE SIGN" AND AMEND SUB-SECTION (AA) "READER BOARD" TO SECTION 6.9.2.

N. Electronic Changeable Message Sign: A sign capable of changing messages electronically by remote or automatic means.

AA. Reader Board: A portion of a sign on which copy is changed ~~electronically~~
~~or~~ manually.

SECTION II. AMENDMENT OF THE DELHI CHARTER TOWNSHIP ZONING ORDINANCE TO ADD SUB-SECTION (3) TO SECTION 6.9.3(C) AND TO AMEND SECTION 6.9.3(J), SECTION 6.9.3(M) AND 6.9.3 (R) TO ADD SUBSECTIONS (a) THROUGH (f).

SECTION 6.9.3 GENERAL SIGN PROVISIONS

- A. No person shall erect, alter, place or allow to be placed, or replace or any sign without first obtaining a building permit, except as otherwise noted in this Section. Major repairs may also require a building permit if repair work is necessary on the sign structure/frame or electrical elements.
- B. Signs, sign supports, braces, guys and anchors shall be maintained free of peeling paint or paper, fading, staining, rust, or other conditions that impairs legibility or intelligibility or any condition that may cause a hazard. Broken or damaged signs or parts of signs shall be repaired or made safe immediately after the damage occurs.
- C. Illumination
1. Signs may be internally or externally illuminated, except for wall signs for home occupations and business event signs, which shall not be illuminated. Illumination shall be only by steady, stationary, shielded light sources using approved electrical devices directed solely at the sign, or internal to it. Use of glaring undiffused lights or bulbs shall be prohibited.
 2. Lights shall be directed, shaded and/or shielded downward so as not to project onto adjoining properties or streets.
 3. **The provisions listed in 6.9.3(C) (1) & (2) shall not be construed to prohibit the use of Electronic Changeable Message Signs, provided such signs meet the criteria of Section 6.9.3(R).**
 4. Sign illumination that could distract motorists or otherwise create a traffic hazard shall be prohibited.

5. Illumination by bare bulbs or flames is prohibited.
 6. Underground wiring shall be required for all illuminated signs not attached to a building.
- E. No sign shall be erected, relocated or maintained so as to obstruct or prevent free access to any door, window or fire escape.
- F. No sign shall be placed in, upon or over any public right-of-way, or other public place, except as may be otherwise permitted by this Section, or placed so as to interfere with the visibility or effectiveness of any official traffic sign or signal; driver vision at any access point or intersection; or, pedestrian movement on any public sidewalk.
- G. No light pole, utility pole, or other supporting member shall be used for the placement of any sign unless specifically designed and approved for that use.
- H. No sign shall be erected in any place where it may, by reason of its position, shape, color, or other characteristic, interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal, or device, or constitute a nuisance per se.
- I. Vehicles, which, in the opinion of the Director of Community Development, have the intended function of acting as signs, shall only be parked in approved parking areas in accordance with the requirements of Article VII.
- J. **Except as to Electronic Changeable Message Signs**, no sign shall contain any moving or animated parts nor have the appearance of having any moving or animated parts. No sign shall employ any flashing, moving, oscillating, blinking, or variable intensity light. However, ~~variable time-temperature signs~~ **and Electronic Changeable Message Signs** ~~intermittent electronic message boards~~ may be permitted, provided that **the requirements of Section 6.9.3(R) are met.** ~~light sources shall not exceed fifteen (15) watts and that each message shall not change more often than once every five (5) seconds.~~
- K. Wall Signs
1. No wall sign shall be erected to extend above the top of the wall to which it is attached, nor extend beyond the ends of the wall to which it is attached.
 2. Signs erected on the vertical portion of a mansard roof are considered to be wall signs.

3. All wall signs shall be safely and securely attached to the building by means of metal anchors, bolts, or expansion screws. In no case shall any wall sign be secured with wire, strips of wood or nails.

L. No sign shall be erected above the roofline of a building.

M. No obscene message, **graphic** or profanity, as determined by the Director of Community Development, shall be displayed on any sign.

N. Only temporary or permanent signs that direct attention to a business or profession conducted as an allowed use or to a principal commodity, service or entertainment sold or offered as an allowed use upon property where the sign is located are permitted, except where expressly provided otherwise in this Ordinance.

O. Any sign not expressly permitted by this Section is prohibited.

P. Projecting Signs

1. Projecting signs must clear sidewalks by at least eight (8) feet and project no more than four (4) feet from the building or one-third (1/3) the width of the sidewalk, whichever is less.
2. Except for awnings or canopies, projecting signs must be pinned away from the wall at least six (6) inches.
3. Projecting signs are not permitted at the intersection of corners except at right angles to a building front. When a building faces two (2) streets, then one (1) sign per side may be allowed.
4. Projecting signs may extend to the bottom of the eaves of a building.
5. Projecting signs may not extend above the second story.
6. No projecting sign may be displayed unless the building to which it is attached is twenty (20) feet or more in width and no projecting sign may be closer than fifty (50) feet to any other projecting sign.
7. Projecting signs must project at a ninety-degree (90⁰) angle to the building surface to which it is attached.

8. Projecting signs shall be attached directly to a building by means of building mounts or having a mast arm. These support members may also include decorative appurtenances, but external bracing such as guy wires and metal framework shall be prohibited.

Q. Canopy signs shall be mounted flat against the canopy face used to calculate allowable area.

R. ~~All ground, wall and freestanding signs may include reader boards~~ **Electronic Changeable Message Signs and Reader Boards shall conform to the following provisions:**

1. **All ground, wall and freestanding signs may include an Electronic Changeable Message Sign or Reader Board.**
2. **Except for governmental signs, the message which appears on the sign shall advertise only the activity conducted on the property where the sign is located.**
3. **For Electronic Changeable Message Signs, the message shall change at a time interval that permits a person to view the entire message during the time available to do so compatible with safe motor vehicle operation.**
4. **All Electronic Changeable Message Signs shall be equipped with a dimmer to reduce the amount of light emitted. Signs shall be dimmed from dusk to dawn.**
5. **No graphics shall be displayed on the sign that replicate or are similar to the lights used by emergency vehicles, traffic control signals or any other words or graphics that in the sole discretion of the Director of Community Development create a potential hazard to drivers, pedestrians or others.**
6. **Size, height and location provisions shall be according to the provisions of Section 6.9.9 for the sign type and zoning district.**

SECTION III. AMENDMENT OF THE DELHI CHARTER TOWNSHIP ZONING ORDINANCE TO AMEND SECTION 6.9.9(C) TO ADD “READER BOARDS” AND “ELECTRONIC CHANGEABLE MESSAGE SIGNS”, AND TO AMEND SECTION 6.9.9(D) “READER BOARD” AND ADD “ELECTRONIC CHANGEABLE MESSAGE SIGNS” AND SECTION 6.9.9(E) “READER BOARD” AND ADD “ELECTRONIC CHANGEABLE MESSAGE SIGNS”.

SECTION 6.9.9 SIGNS PERMITTED BY ZONING DISTRICT

A. Signs Permitted in All Districts	
Business Event Signs	
Number	1 sign (not permitted in residential zoning districts) per business.

A. Signs Permitted in All Districts		
Length of Display	A Business Event sign shall not be displayed for longer than 15 calendar days per event and no more often than once every three months as outlined in Section 6.9.3(S)(6).	
Size	<p>Trailer Mounted Business Event Sign</p> <ul style="list-style-type: none"> a. Size of trailer and sign frame shall not exceed 7' tall and 8 1/2' wide. b. Two display faces only. c. Each display face is limited to 35 square feet <p>Other Business Event Signs</p> <ul style="list-style-type: none"> a. Maximum height of sign, including frame, shall be 4' tall measured from the ground to the top of the sign. b. Display area, including the frame, shall not exceed 24 square feet on one display face or 12 square feet per side if there are two display faces. Two display faces only. 	
Location	A minimum of 10 ft. from any property line; see Section 6.9.3 (s)(3) for additional information.	
Construction Signs		
Number	1 per frontage on site	Signs shall not be erected until a building permit has been issued
		Signs shall be removed immediately after 12 months or upon the issuance of any Occupancy Permit or completion of work, whichever occurs first, for the building, structure, or project that is the subject of the construction sign.
Size	Maximum of 32 square feet.	
Location	A minimum of 10 ft. from any property line and 5 ft. from any sidewalk	
Height	8 ft.	
Contractor Sign		
Number	1 per site (1 per frontage on corner lots) – per contractor	
Length of Display	The sign shall not be displayed until work commences and shall be removed within seven (7) calendar days of the completion of the work	
Size	6 sq. ft.	
Location	A minimum of 5 ft. from any property line	
Height	3 ft.	
Directional Signs		
Number	2 per driveway	
Size	3 sq. ft.	Up to fifty percent (50%) of the area of a directional sign may contain a logo of an on-premise establishment, but no advertising copy, and shall otherwise be limited to traffic control functions only.
Location	A minimum of 5 ft. from street right-of-way	
Height	3 ft.	
Grand Opening Sign		
Number	One sign per event (prohibited for home occupations)	Temporary grand opening signs may be permitted for a period not to exceed 15 calendar days. Wind blown devices such as pennants, flags, spinners, and streamers are also permitted. Must be requested in writing.
Size	No larger than 35 sq. ft. in surface display area per side	
Location	Grand opening signs must be located on the same premises as the business. A minimum of 10 ft. from the property line and a minimum of 5 ft. from any sidewalk.	

A. Signs Permitted in All Districts		
Placard		
Number	Minimum separation of 200 feet on site	
Size	Two (2) square feet	
Location	A minimum of 5 ft. from any property line	
Political Signs		
Number	1 per candidate or issue	A corner lot is permitted 1 sign per candidate or issue placed on each street frontage
Size	8 sq. ft.	
Location	5 ft. from any property line	Political signs shall be removed within ten (10) days after the official election or referendum to which the sign pertains.
Height	4 ft.	

Real Estate Signs		
Number	1 per lot located on the lot which is the subject of the sign	Real estate signs shall be removed within five (5) days after completion of the sale or lease of the property.
		A corner lot or through lot is permitted 1 sign placed on each street frontage
Size	Residential and multi-family land uses in all districts	9 sq. ft.
	Non-residential land uses in all districts	16 sq. ft.
Location	A minimum of 5 ft. from any property line and/or road right-of-way line.	
Height	8 ft.	
Special Event Signs		
Number	5 per event	The display of the signs shall be limited to the twenty-one (21) days immediately preceding the event and be removed within forty-eight (48) hours of the conclusion of the event that is being advertised.
Size	Ground sign shall not exceed 35 sq. ft. and banners erected over the road shall not exceed 75 sq. ft.	
Location	A minimum of 10 ft. from any property line.	
Height	5 ft.	

B. A-1, PP, R-1A thru R-1E, RM, R-M1 & RM-2 Districts		
Agricultural Signs (Agriculturally Zoned Properties Only)		
Number	1 per site	
Size	A maximum of 32 sq. ft. The dimension of all signs for special uses in the A-1 district shall not exceed the sign limitation in the C-2 zoning district.	
Location	A minimum of 10 ft. from any property line	
Height	5 ft.	
Development entry signs for residential subdivisions, site condominiums, manufactured home communities, multiple family complexes, other permitted non-residential uses (except institutional signs)		
Number	1 per major entrance	
Size	32 sq. ft.	
Location	A minimum of 10 ft. from any property line	
Height	5 ft.	
Institutional Signs		
Number	1 per site	

B. A-1, PP, R-1A thru R-1E, RM, R-M1 & RM-2 Districts		
Size	32 sq. ft.	
Location	A minimum of 10 ft. from any property line	
Height	5 ft.	
Subdivision Signs		
Number	1 per entrance (on site)	A building permit is required and authorizes use for 4 years or until 90% of lots are sold which ever occurs first.
Size	A maximum of 50 sq. ft.	
Location	A minimum of 10 ft. from any property line	
Height	Not exceeding 20 ft above ground level	
Wall Signs (Home Occupations) (See also Section 6.9.3, K)		
Number	1 per main building	
Size	4 sq. ft.	
Location	On wall facing street	
Height	N/A	
Wall Signs (Other Uses) (See also Section 6.9.3, K)		
Number	1 per main building (except as permitted in Section 6.9.7, D)	
Size	10% of the wall area to which it is attached but not exceeding 2 sq. ft. of sign area per each lineal foot of building wall length	
Location	On wall facing street	
Height	N/A	

C. C-1, TC Districts		
Canopy Signs		
Number	1 per main building (except as permitted in Section 6.9.7, D)	
Size	20% of the canopy area to which it is attached	
Location	On canopy sign facing street	
Height	Signs shall not extend above or below the surface of the canopy to which they are attached.	
Ground Signs		
Number	1 per lot	1 sign is permitted for each frontage on a corner lot property, provided that the signs are separated by at least 300 ft., as measured along the front property lines.
		No more than 2 signs are permitted for lots with multiple frontages
Size	C-1 District	32 sq. ft.
	TC District	25 sq. ft.
Location	Minimum of 10 ft. from any property line	
Height	4 ft.	If set back more than 20 ft. from the street right-of-way line, height may increase to up to 8 ft.
Projecting Signs (if no wall sign is present) (See also Section 6.9.3, P)		
Number	1 per main building	
Size	10% of the wall area to which it is attached, not to exceed 20 sq. ft.	
Location	Extending from wall facing street & Section 6.9.3, P.	
Height	See Section 6.9.3, P	
Wall or Awning Signs (if no projecting sign is present) (See also Section 6.9.3, K)		
Number	1 per main building (except as permitted in Section 6.9.7, D)	
Size	10% of the wall area to which it is attached but not exceeding 25 square feet	

C. C-1, TC Districts	
Location	On wall facing street and off-street parking area designated for that building
Height	N/A
Reader Boards	
Number	1 per site
Size	20 square feet as part of a permitted Freestanding, Ground or Wall Sign
Electronic Changeable Message Signs	
Number	1 per site
Size	May be all or part of any Freestanding, Ground or Wall Sign and is subject to the total size requirements for that type of sign within the zoning district.
Hours	Hours of business operation. Light intensity shall be dimmed between dusk and dawn if the sign is in operation during those times.

D. C-2, C-3 Districts		
Business Center Signs (unless a freestanding sign or ground sign is located on the same property)		
Number	1 per lot	1 sign is permitted for each frontage on a corner lot property, provided that the signs are separated by at least 300 ft., as measured along the front property lines. No more than 2 signs are permitted for lots with multiple frontages.
Size	Business center GFA up to 25,000 sq. ft.	100 sq. ft.
	Business center GFA more than 25,000 sq. ft.	100 sq. ft. <u>plus</u> 2 sq. ft. for each full 1,000 sq. ft. of GFA above 25,000 sq. ft., not to exceed 150 sq. ft.
	Business center GFA more than 50,000 sq. ft.	100 sq. ft. <u>plus</u> 50 sq. ft. for each full 25,000 sq. ft. of GFA above 50,000 sq. ft., not to exceed 300 sq. ft.
Location	Minimum of 10 ft. from any property line	If a clear space of 8 ft. or greater is not maintained between the bottom of the sign and the ground, the setback shall be increased to 20 ft.
Height	24 ft.	
Canopy Signs		
Number	1 per main building	
Size	20% of the canopy area to which it is attached	
Location	On canopy side facing street	
Height	Signs shall not extend above or below the surface of the canopy to which they are attached.	
Freestanding Signs (unless a business center sign or ground sign is located on the same property)		
Number	1 per lot	1 sign is permitted for each frontage on a corner lot property, provided that the signs are separated by at least 300 ft., as measured along the front property lines.
		No more than 1 sign per frontage is permitted for lots with multiple frontages.
		The second sign shall not exceed fifty percent (50%) of the area allowed for the first sign.
Size	66 ft. or less street frontage	32 sq. ft.
	More than 66 ft. street frontage	32 sq. ft. plus 1 sq. ft. for each lineal foot of street frontage in excess of 66 ft., not to exceed 100 sq. ft.

D. C-2, C-3 Districts		
Location	Minimum of 10 ft. from any property line	If a clear space of 8 ft. or greater is not maintained between the bottom of the sign and the ground, the setback shall be increased to 20 ft.
Height	18 feet (Except Business Center Sign over 100 Square feet – 24 ft High)	
Ground Signs (unless a business center sign or freestanding sign is located on the same property)		
Number	1 per lot	1 sign is permitted for each frontage on a corner lot property, provided that the signs are separated by at least 300 ft., as measured along the front property lines. No more than 1 sign is permitted per frontage for lots with multiple frontages.
Size	Same as freestanding sign	
Location	Minimum of 10 ft. from any property line	
Height	4 ft.	If set back more than 20 ft. from the street right-of-way line, height may increase to up to 8 ft.
Projecting Signs (if no wall sign is present) (See also Section 6.9.3, P)		
Number	1 per main building	
Size	10% of the wall area to which it is attached but not exceeding 32 square feet	
Location	On wall facing street	
Height	N/A	
Reader Boards		
Number	1 per site	
Size	20 square feet as part of a permitted Freestanding, Ground Monument , projecting or Wall Sign	
Hours	6 a.m. – 11 p.m. or hours of operation.	
Wall or Awning Signs (if no projecting sign is present) (See also Section 6.9.3, K)		
Number	1 per main building (except as permitted in Section 6.9.7, D)	
Size	10% of the wall area to which it is attached but not exceeding 32 square feet	
Location	On wall facing street and off-street parking area designated for that building	
Height	N/A	
Electronic Changeable Message Signs		
Number	1 per site	
Size	May be all or part of any Freestanding, Ground or Wall Sign and is subject to the total size requirements for that type of sign within the zoning district.	
Hours	Hours of business operation. Light intensity shall be dimmed between dusk and dawn if the sign is in operation during those times.	

E. IW, IR, IA, IM, IP Districts		
Ground Sign or Free-Standing Sign		
Number	1 per site	
Size	100 sq. ft.	
Location	A minimum of 10 ft. from any property line	If setback is increased to 20 ft., ground sign may be increased to 8 ft.’ and free-standing signs may have less than 8 ft. of clear space
Height	4 feet for ground signs and 24 ft. for free-standing signs with 8 ft. of free space	
Wall Signs (See also Section 6.9.3, K)		
Number	1 per main building (except as permitted in Section 6.9.7, D)	
Size	20% of the wall area to which it is attached but not exceeding 2 sq. ft. per each lineal foot of building wall length, but in no case exceeding 100 sq. ft.	
Location	On wall facing street	

E. IW, IR, IA, IM, IP Districts	
Height	N/A
Industrial Park Development Sign	
Number	1 per entrance
Size	50 sq. ft.
Location	A minimum of 20 feet from any property line
Height	8 ft.
Reader Boards	
Number	1 per site
Size	20 square feet as part of a permitted Freestanding, Ground Monument, projecting or Wall Sign
Hours	6 a.m. — 11 p.m. or hours of operation.
Electronic Changeable Message Signs	
Number	1 per site
Size	May be all or part of any Freestanding, Ground or Wall Sign and is subject to the total size requirements for that type of sign within the zoning district.
Hours	Hours of business operation. Light intensity shall be dimmed between dusk and dawn if the sign is in operation during those times.

F. PUD & PD Districts	
Signs in the PUD District shall adhere to the requirements of the District in which the use to which the sign is referring would first be permitted either as a Use Permitted by Right, Use Permitted Under Special Conditions, or A Use Permitted by Special Use Permit.	

SECTION III. CONTINUED EFFECT OF SECTIONS NOT AMENDED.

Except as expressly amended herein, all other provisions of the Delhi Charter Township Zoning Ordinance shall remain in effect.

SECTION IV. SEVERABILITY.

It is the legislative intent of the Township Board adopting this Ordinance that all provisions hereof shall be liberally construed to protect the public health, safety and general welfare of the inhabitants of the Township and all other persons affected by this Ordinance. Consequently, should any provision of this Ordinance be held to be unconstitutional, invalid or of no effect, such holding shall not be construed as affecting the validity of any of the remaining provisions of this Ordinance, it being the intent of the Delhi Charter Township Board that this Ordinance shall stand and remain in effect, notwithstanding the invalidity of any provision hereof.

SECTION V. EFFECTIVE DATE

This Ordinance shall become effective immediately upon its adoption and publication as provided by law.

First Reading: _____
 First Publication: _____
 Second Reading: _____
 Second Publication (Posting): _____

Effective Date:

Stuart Goodrich, Supervisor

Evan Hope, Clerk

I, Evan Hope, Clerk of the Charter Township of Delhi, hereby certify that the foregoing constitutes a true and complete copy of Ordinance No. ____, duly adopted by the Board of Trustees of the Charter Township of Delhi, Ingham County, Michigan, on the ____ day of _____, 2009, and that the same was posted and published as required by law on the ____ day of _____, 2009.

Evan Hope, Clerk

**DRAFT 10/12/09 PC MEETING
MINUTES EXCERPT**

**Case 09-862, Text Amendment to Zoning Ordinance – 39.154 – Electronic Changeable
Message Signs (ECMS Signs)**

Ms. Miller recapped the changes and additions proposed in the ordinance amendment.

Open Public Hearing @ 7:05 PM

Julia DeRosa, 4045 Dell Road, Lansing, asked why we are not changing the exiting signs.

Ms. Miller explained that the signs that are in place now will be legally non-conforming and are not required to be changed.

Closed Public Hearing @ 7:10 PM

Commissioner Leaf moved, supported by Commissioner Donaldson to recommend approval of Zoning Case # 09-862/Ord. 39.154 regarding Electronic Changeable Message Signs to the Township Board for their consideration and adoption.

Discussion: None

ROLL CALL VOTE:

AYE: Craig, Donaldson, Goodall, Hayhoe, Leaf, O'Hara, Warfield, Weaver, Zietlow

NAY: None

ABSENT: None

ABSTAIN: None

MOTION CARRIED