

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON MARCH 16, 2010**

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The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, March 16, 2010 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Goodrich called the meeting to order at 7:40 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

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

Members Absent: Treasurer Harry Ammon

Others Present: John Elsinga, Township Manager  
Marian Frane, Director of Accounting  
Mark Jenks, Director of Parks & Recreation  
Rick Royston, Fire Chief  
Sandra Diorka, Director of Public Services  
Wendy Thielen, Assistant Township Manager of Human Resources  
Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor  
Amy Finch, Assistant Township Clerk/Deputy Clerk

**COMMENTS FROM THE PUBLIC** - None

**PROCLAMATION RECOGNIZING CERTIFIED GOVERNMENT FINANCIAL MANAGER MONTH**

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Marian Frane, Director of Accounting, stated that the Board of Trustees has issued a proclamation declaring the month of March 2010 as Certified Government Financial Manager month. Corey Sparks, President, Greater Lansing Association of Government Accountants, thanked the Board for recognizing the work that government accountants do.

**FINANCIAL REPORT AWARDS RECOGNITION**

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Supervisor Goodrich presented Marian Frane, Director of Accounting, with a Certificate of Achievement for Excellence in Financial Reporting for the Township's Comprehensive Annual Financial Report for the 2008 fiscal year. This award is given to government units and public employee retirement systems by the Government Finance Officers' Association of the United States and Canada whose Comprehensive Annual Financial Reports achieve the highest standards in government accounting and financial reporting.

Also presented was a proclamation in recognition of Delhi Township for its exemplary accomplishment in achieving recognition accorded by the Government Finance Officers' Association of the United States and Canada for the Certificate of Achievement for Excellence in Financial Reporting and the Distinguished Budget Presentation Award.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON MARCH 16, 2010**

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**2009 ANNUAL REPORT – FIRE DEPARTMENT**

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Rick Royston, Fire Chief, gave the 2009 Annual Fire Department Report (ATTACHMENT I).

**PUBLIC HEARINGS – 8:00 P.M.**

**2010-2015 COMMUNITY RECREATION MASTER PLAN UPDATE AND MICHIGAN DEPARTMENT OF NATURAL RESOURCES TRUST FUND GRANT APPLICATION**

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**HOPE MOVED TO OPEN THE PUBLIC HEARINGS ON THE 2010-2015 COMMUNITY RECREATION MASTER PLAN UPDATE AND THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES TRUST FUND GRANT APPLICATION.**

A Voice Poll was recorded as follows: All Ayes

Absent: Ammon

**MOTION CARRIED**

**2010-2015 Community Recreation Master Plan Update**

Mark Jenks, Director of Parks and Recreation, stated that the Township is required by the State of Michigan Department of Natural Resources to update its Community Recreation Master Plan every five years. The master plan gives a snapshot of where the Township is in the recreational and amenity areas compared to the national standard. The plan also makes the Township eligible for available grant opportunities. Bob Ford and Tamara Jorkasky of Landscape Architects and Planners gave an overview of the key components of the master plan.

Motion to Close Public Hearing – 8:14 p.m.

**HOPE MOVED TO CLOSE THE PUBLIC HEARINGS.**

A Voice Poll was recorded as follows: All Ayes

Absent: Ammon

**MOTION CARRIED**

**HOPE MOVED TO RE-OPEN THE PUBLIC HEARING ON THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES TRUST FUND GRANT APPLICATION.**

A Voice Poll was recorded as follows: All Ayes

Absent: Ammon

**MOTION CARRIED**

**Michigan Department of Natural Resources Trust Fund Grant Application**

Bob Ford, Landscape Architects and Planners, stated that the Township should save money by using the same layout for the restroom facility that was used in Veterans Memorial Garden. It was stated that the current structure, located in Valhalla Park, is thirty years old and in dire shape. The estimated project cost is \$377,004. The grant would be for 75% of that amount. The remaining 25% (\$94,300) is a required local match which can be funded in numerous ways including Township funds, donations and in-kind services.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
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Motion to Close Public Hearing – 8:21 p.m.

**HOPE MOVED TO CLOSE THE PUBLIC HEARING.**

A Voice Poll was recorded as follows: All Ayes

Absent: Ammon

**MOTION CARRIED**

**RECYCLING UPDATE – GRANGER**

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Tonia Olsen, Director of Governmental & Community Relations for Granger, reported on the progress of Delhi Township's Recycling Center. The recycling center has been in operation since May 2007 and the volume of items collected has increased each year. Ms. Olsen stated that Granger appreciates the partnership with the Township.

**CONSENT AGENDA**

- A. Approval of Minutes – Committee of the Whole Meeting of March 2, 2010
- B. Approval of Minutes – Regular Meeting of March 2, 2010
- C. Approval of Claims – March 9, 2010 (ATTACHMENT II)
- D. Approval of Payroll – March 4, 2010 (ATTACHMENT III)

**SWEET MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED.**

A Roll Call Vote was recorded as follows:

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

Absent: Ammon

**MOTION CARRIED**

**NEW BUSINESS**

**SPARTAN SPEEDWAY 2010 RACE SCHEDULE**

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The Board reviewed a memorandum dated March 16, 2010 from Twp. Mgr. Elsinga (ATTACHMENT IV).

**HAYHOE MOVED TO APPROVE THE 2010 RACE SCHEDULE FOR SPARTAN SPEEDWAY (EXHIBIT A).**

A Roll Call Vote was recorded as follows:

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

Absent: Ammon

**MOTION CARRIED**

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON MARCH 16, 2010**

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**GRANT AGREEMENT BETWEEN THE STATE OF MICHIGAN DEPARTMENT OF ENERGY,  
LABOR AND ECONOMIC GROWTH AND DELHI CHARTER TOWNSHIP**

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The Board reviewed a memorandum dated March 10, 2010 from Twp. Mgr. Elsinga (ATTACHMENT V).

**KETCHUM MOVED TO APPROVE THE GRANT AGREEMENT BETWEEN THE STATE OF MICHIGAN DEPARTMENT OF ENERGY, LABOR AND ECONOMIC GROWTH AND DELHI CHARTER TOWNSHIP IN THE AMOUNT OF \$112,847 WITH NO MATCHING FUNDS REQUIRED BY DELHI TOWNSHIP FOR THE PURPOSE OF EVALUATING AND IMPLEMENTING WAYS TO MAKE THE TOWNSHIP MORE ENERGY EFFICIENT.**

A Roll Call Vote was recorded as follows:

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

Absent: Ammon

**MOTION CARRIED**

**SET PUBLIC HEARING – PROJECT PLAN AMENDMENT FOR STATE REVOLVING FUND (SRF) FUNDING FOR POTW IMPROVEMENTS**

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The Board reviewed a memorandum dated March 12, 2010 from Twp. Mgr. Elsinga (ATTACHMENT VI).

**SWEET MOVED TO SET A PUBLIC HEARING FOR APRIL 20, 2010 AT 8:00 P.M. TO HEAR COMMENTS ON THE PROJECT PLAN AMENDMENT FOR STATE REVOLVING FUND (SRF) FUNDING FOR POTW IMPROVEMENTS.**

Sandra Diorka, Director of Public Services, along with Bob Farrier, C2AE and Jamie Burton of Hubbell, Roth and Clark, provided an update of the Lift Station D/McCue Road/Grovenburg Drain project along with the need to reduce the scope of the project. The significant change in scope will require the Township to amend their approved State Revolving Fund Project Plan to reflect these changes. Therefore, the Board needs to set a public hearing on April 20, 2010 to receive public comment on the amended plan.

A Roll Call Vote was recorded as follows:

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

Absent: Ammon

**MOTION CARRIED**

**RESOLUTION NO. 2010-003 – GIVE-A-KID-PROJECTS – CHARITABLE GAMING LICENSE**

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The Board reviewed a memorandum dated March 11, 2010 from Twp. Mgr. Elsinga (ATTACHMENT VII).

**HAYHOE MOVED TO ADOPT RESOLUTION NO. 2010-003 RECOGNIZING GIVE-A-KID-PROJECTS AS A NONPROFIT ORGANIZATION OPERATING IN DELHI TOWNSHIP FOR THE PURPOSE OF OBTAINING A CHARITABLE GAMING LICENSE, ISSUED BY THE MICHIGAN LOTTERY CHARITABLE GAMING DIVISION,**

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON MARCH 16, 2010**

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**RELATIVE TO THE OPERATION OF FUNDRAISING ACTIVITIES IN SUPPORT OF PROVIDING YOUNG PEOPLE IN THE COMMUNITY WITH A BETTER QUALITY OF LIFE.**

A Roll Call Vote was recorded as follows:

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

Absent: Ammon

**MOTION CARRIED**

**AMENDMENT TO THE DELHI CHARTER TOWNSHIP CODE, SPECIFICALLY SECTION 10-118 (ALSO KNOWN AS ORDINANCE NO. 32, SECTION 2.1) – DISCHARGE OF FIREARMS, WEAPONS AND DEVICES, INTRODUCTION AND FIRST CONSIDERATION**

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The Board reviewed a memorandum dated March 10, 2010 from Twp. Mgr. Elsinga (ATTACHMENT VIII).

**HOPE MOVED UPON INTRODUCTION AND FIRST CONSIDERATION, TO AMEND THE DELHI CHARTER TOWNSHIP CODE, SECTION 10-118, ALSO KNOWN AS ORDINANCE NO. 32, SECTION 2.1, RELATING TO THE DISCHARGE OF FIREARMS, WEAPONS AND DEVICES (PROPOSED ORDINANCE NO. 32.1).**

Discussion was held on the ordinance amendment. Trustee Bajema stated that he would like more time to review the language of this amendment.

**BAJEMA MOVED TO POSTPONE THIS ITEM UNTIL THE APRIL 6, 2010 BOARD OF TRUSTEE MEETING.**

Trustee Ketchum suggested that a committee be formed to review this ordinance amendment.

Mark Starr, Total Firearms Manager, 1380 N. Cedar St., Mason, questioned how this ordinance amendment would affect the indoor shooting range component of his business. Mr. Starr further commented on the State of Michigan law which addresses the discharge of firearms.

A Roll Call Vote was recorded as follows:

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

Absent: Ammon

**MOTION CARRIED**

**RESOLUTION NO. 2010-001 – 2010-2015 COMMUNITY RECREATION MASTER PLAN**

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The Board reviewed a memorandum dated March 11, 2010 from Twp. Mgr. Elsinga (ATTACHMENT IX).

**BAJEMA MOVED TO ADOPT RESOLUTION NO. 2010-001 WHICH ADOPTS THE 2010-2015 COMMUNITY RECREATION MASTER PLAN.**

A Roll Call Vote was recorded as follows:

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

Absent: Ammon

**MOTION CARRIED**

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON MARCH 16, 2010**

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**RESOLUTION NO. 2010-002 – MICHIGAN DEPARTMENT OF NATURAL RESOURCES TRUST FUND GRANT APPLICATION – VALHALLA PARK RESTROOM FACILITY AND PAVILION GRANT**

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The Board reviewed a memorandum dated March 11, 2010 from Twp. Mgr. Elsinga (ATTACHMENT X).

**HAYHOE MOVED TO ADOPT RESOLUTION NO. 2010-002 SUPPORTING THE SUBMITTAL OF A TRUST FUND GRANT APPLICATION TO THE STATE OF MICHIGAN DEPARTMENT OF NATURAL RESOURCES FOR IMPROVEMENTS TO THE VALHALLA PARK RESTROOM FACILITY AND PAVILION.**

A Roll Call Vote was recorded as follows:

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

Absent: Ammon

**MOTION CARRIED**

**RESOLUTION NO. 2010-004 – SUPPORT TO BRING “GOOGLE FIBER FOR COMMUNITIES” TO THE GREATER LANSING REGION**

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The Board reviewed a memorandum dated March 12, 2010 from Twp. Mgr. Elsinga (ATTACHMENT XI).

**KETCHUM MOVED TO ADOPT RESOLUTION NO. 2010-004 IN SUPPORT OF BRINGING “GOOGLE FIBER FOR COMMUNITIES” TO THE GREATER LANSING REGION.**

A Roll Call Vote was recorded as follows:

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

Absent: Ammon

**MOTION CARRIED**

**REPORTS**

**SUPERVISOR**

**CAPITAL AREA DISTRICT LIBRARY BOARD EXPIRATIONS**

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Supervisor Goodrich stated that Sally Trout and Deborah Bloomquist’s positions on the Capital Area District Library (CADL) Board will expire on April 15, 2010. It was stated that these individuals would like to be reappointed to the CADL Board.

**LIMITED PUBLIC COMMENTS** – Gwendolyn Rytlewski, 1567 Ganderhill Drive, spoke in favor of the amendment to Ordinance No. 32.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON MARCH 16, 2010**

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**ADJOURNMENT**

Meeting adjourned at 9:50 p.m.

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

\_\_\_\_\_  
Evan Hope, Township Clerk

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

\_\_\_\_\_  
Stuart Goodrich, Supervisor

/af

SUBJECT TO APPROVAL

# Delhi Township Fire Department



Annual  
Report  
For  
2009

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Delhi Township Fire Department  
Personnel Roster  
December 31, 2009

Richard J. Royston, Chief

Patrick Brown, Assistant Chief

Deputy Chiefs

Michael Grant

Michael Malone

Lieutenants

Brian Britten

Brian Ball

Jeffrey Young

Anthony Alvord

Brenda Coscarelli, Secretary

Melissa Rowland, Billing Clerk

Michael Adams, FF

Christopher Baldwin, FF/PM

Matthew Bennett, FF

Rebecca Bird, EMT

Brandon Brown, Cadet

Jeffrey Butcher, FF/PM

Johnathan Colbeck, FF/EMT

Tony Costello, FF/EMT

Dustin Dickerson, FF/PM

Corey Drolett, FF

Greg Francis, FF

Manuel Garcia, FF/EMT

Albert Gillison, Cadet

Ross Hagfors, FF

Andrew Harmon, FF

Jay Hileman, Cadet

Brett Justice, FF/PM

Philip McGill, FF/EMT

Jeremy Landfair, FF/EMT

Daniel Kreft, FF

Matthew Kidd, FF/EMT

Dwayne Ooten, FF/EMT

Nathan Perdue, Cadet

Matthew Price, FF/EMT

Bradley Reedy, FF/EMT

Frank Russo, FF/EMT

Steven Schroeder, FF/PM

Matthew Sterling, FF/PM

Patrick Watzka, FF

Matthew Wooten, FF/PM

Michael Yanz, FF/PM

Kurt Zolnierrek, FF

Fred Froman, Chaplain

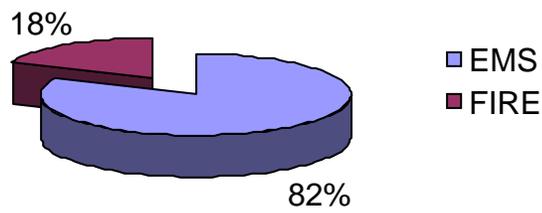
Robert Carpenter, Chaplain

Michael Keith, Photographer

Delhi Township Fire Department  
Summary of Activity for 2008

	Delhi	Alaiedon	Total
<b>Medical Calls:</b>	1,790	-----	1,790
<b>Fire / Rescue Calls:</b>	336	56	392
<b>Total :</b>	2,126	56	2,182

**Total Calls in 2009**



Delhi Township Fire Department  
Detailed Summary of Activity for 2009

Mutual Aid Assistance

Mutual Aid Granted: 83  
Mutual Aid Requested: 55

Burning Permits Issued

Delhi Township Burn Permits Issued: 281  
Recreational Campfire Permits Issued: 75

Inspection Activity

Inspection Activities: 375  
Inspection Staff Hours: 217.25

Training Activity

Fire Training Hours: 5,913  
EMS Training Hours: 1,153  
Miscellaneous Hours: 450  
Total Training Hours: 7,516

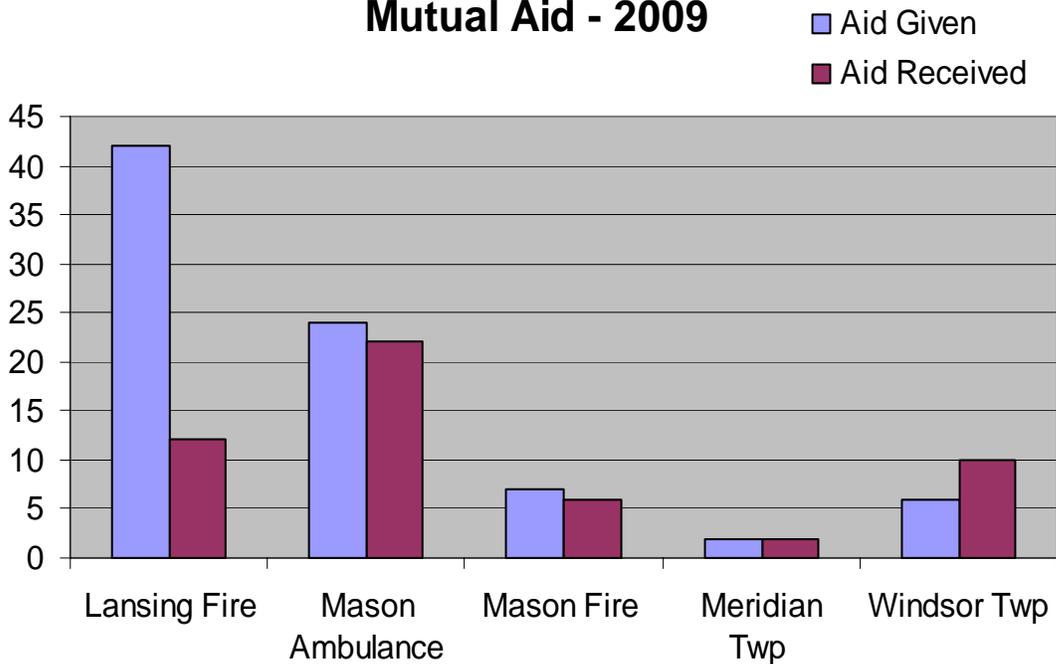
Multiple Calls

Overlapping Calls 473  
Days with 10 Calls or More: 39  
Days with No Calls: 3  
Most Calls in One Day: (6/5/09) 15

## Delhi Township Fire Department Mutual Aid Activity for 2009

Department	Aid Given	Aid Received
Dansville	1	0
Eaton Rapids Twp.	1	0
Leslie Ambulance Service	0	0
Lansing Fire Dept.	42	12
Lansing Twp Fire Dept.	0	3
Mason Ambulance	24	22
Mason Fire Dept.	7	6
Meridian Twp Fire Dept..	2	2
Onondaga Twp Fire Dept.	0	1
Windsor Twp Fire Dept.	6	10
Total	83	56

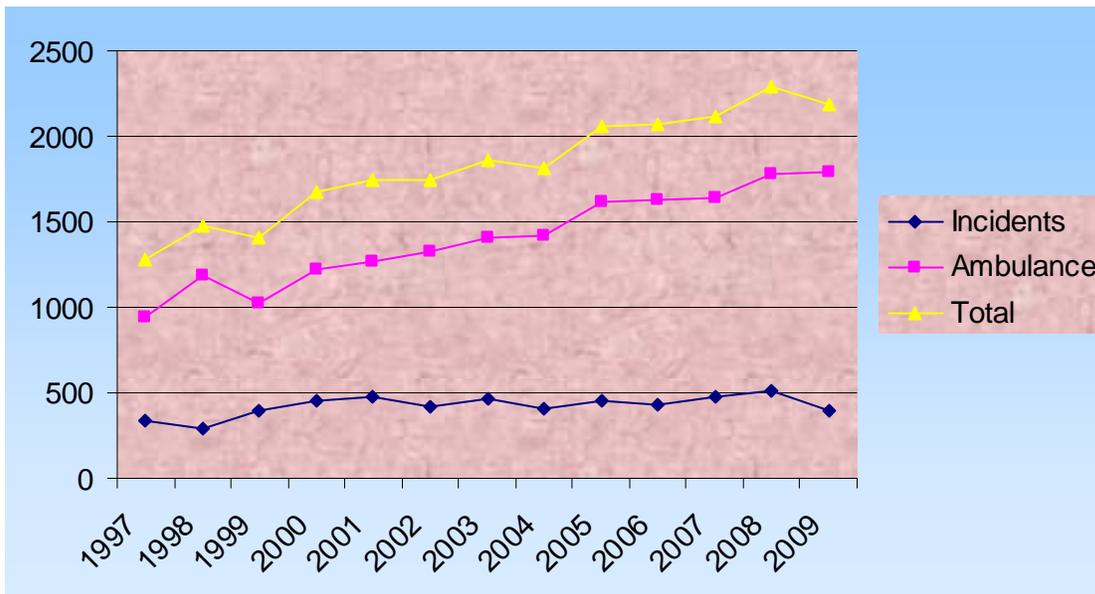
### Mutual Aid - 2009



**Delhi Township Fire Department**  
**History of Calls**  
**1996 – 2009**

<b><u>Year</u></b>	<b><u>Incidents</u></b>	<b><u>Ambulance</u></b>	<b><u>Total</u></b>
1997	336	943	1,279
1998	290	1,184	1,474
1999	390	1,018	1,408
2000	450	1,226	1,676
2001	482	1,268	1,750
2002	418	1,324	1,742
2003	460	1,406	1,866
2004	403	1,415	1,818
2005	452	1,611	2,063
2006	433	1,632	2,065
2007	478	1,644	2,122
2008	512	1,775	2,287
2009	392	1,790	2,182

*History of Calls – 1997 through 2009*



## Delhi Township Fire Department

### EMS Activity for 2009

Total Ambulance Responses:      1,790  
 Total Patients:                              1,844

#### *Patient Analysis*

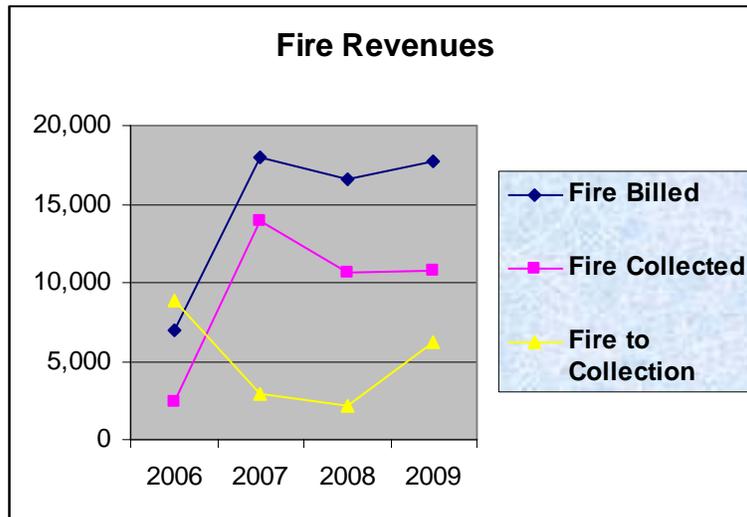
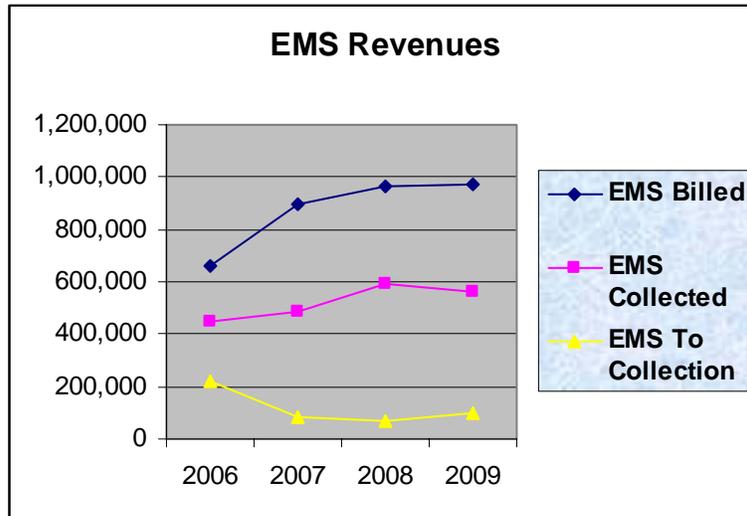
<b>Type of Call</b>	<b>Total</b>
Abdominal Pain	143
Altered State of Consciousness	104
Attempt Suicide	5
Cardiac Arrest	24
Chest Pain	161
Diabetic	42
Lift Assist – No transport	64
Miscellaneous Medical	391
Miscellaneous Trauma	22
Musculoskeletal Injuries	177
Overdose / Poisoning	0
Refusal of Service	286
Respiratory Distress	187
Seizure	57
Soft Tissue Injuries / Burns	130
Stroke	23
Cancelled Enroute	28

# Delhi Township Fire Department

## EMS / Fire Revenue

### 2006 - 2009

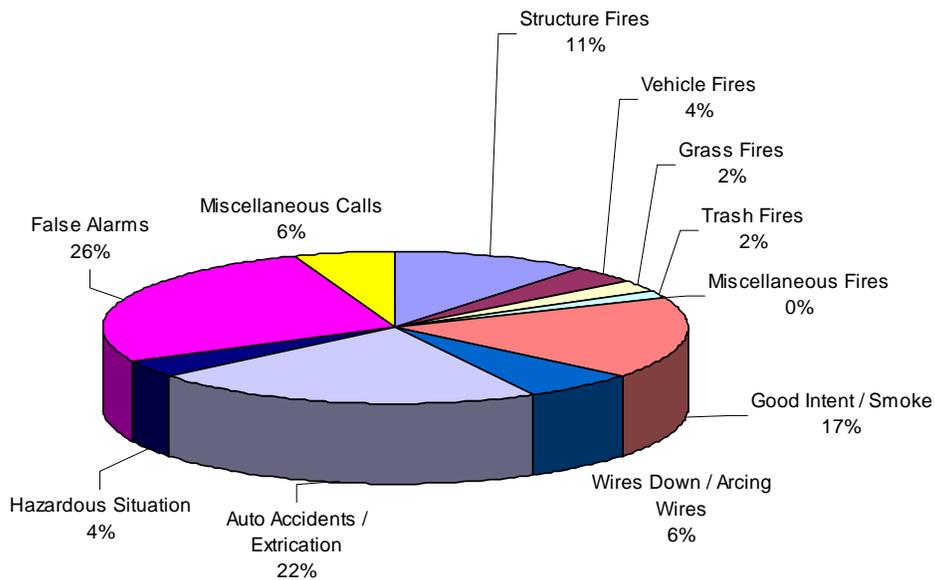
	EMS			FIRE		
	EMS Billed	EMS Collected	EMS To Collection	Fire Billed	Fire Collected	Fire to Collection
2006	\$658,357	\$451,750	\$218,791	\$6,993	\$2,393	\$8,879
2007	\$892,761	\$485,728	\$82,018	\$17,947	\$13,917	\$2,911
2008	\$964,045	\$590,502	\$71,748	\$6,527	\$10,621	\$2,161
2009	\$970,322	\$561,177	\$97,580	\$17,677	\$10,729	\$6,221



## Delhi Township Fire Department Fire/Rescue Activity for 2009

Type of Call	Delhi	Alaiedon	Total
Structure Fires	41	0	41
Vehicle Fires	7	8	15
Grass Fires	5	4	9
Trash Fires	6	1	7
Miscellaneous Fires	0	0	0
Good Intent / Smoke	58	11	69
Wires Down / Arcing Wires	22	3	25
Auto Accidents / Extrication	72	14	86
Gas Leak / Hazardous Situation	13	1	14
False Alarms	94	10	104
Miscellaneous Calls	18	4	22
<b>Total Calls</b>	<b>336</b>	<b>56</b>	<b>392</b>

### 2009 Non-EMS Calls



**Delhi Township Fire Department**  
**Structure Fire Call Analysis for 2009**  
(Loss of more than \$1,000)

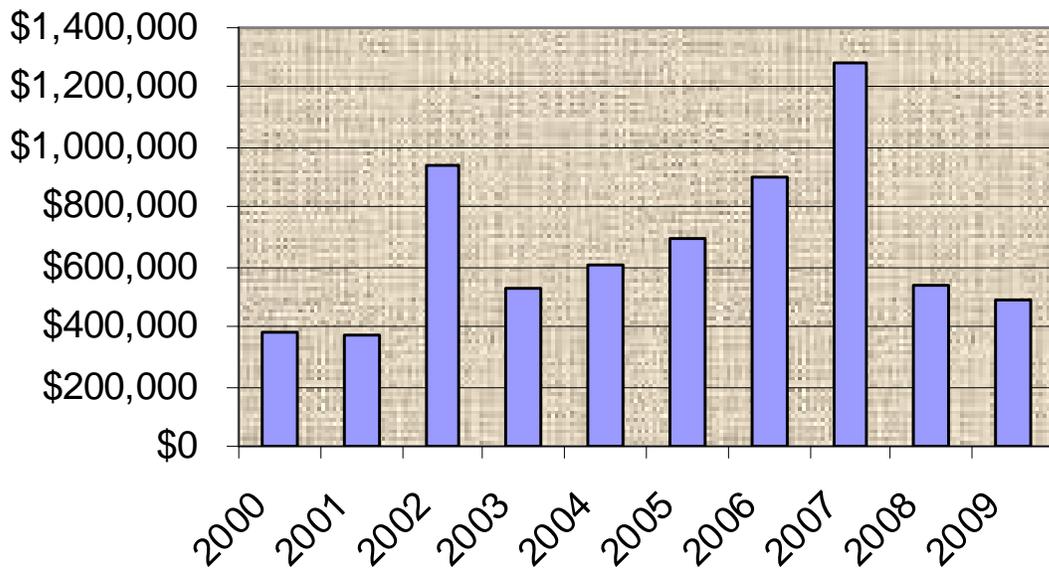
<b>Date</b>	<b>Address</b>	<b>Type Structure</b>	<b>Loss</b>
1/27/09	1533 Jacqueline Drive	Dwelling/Garage	36,500
4/3/09	2224 Cedar Street	Apartment	11,000
5/16/09	7017 Aurelius Road	Dwelling/Garage	60,000
5/21/09	2171 Beechnut Drive	Dwelling/Garage	5,500
6/16/09	1398 Kemper	Mobile Home	10,000
6/16/09	1396 Kemper	Mobile Home	10,000
6/16/09	1399 Zuider	Mobile Home	10,000
6/16/09	1397 Zuider	Mobile Home	11,000
8/3/09	2700 Eaton Rapids Rd.	Mobile Home	15,000
8/28/09	2529 Kate Street	Dwelling	75,000
12/6/09	2231 College Road	Dwelling/Garage	225,000
12/9/09	1588 Royal Crescent Drive	Dwelling/Garage	5,000
<b>Total Loss</b>			<b>\$474,000</b>

\* No structural fire loss in Alaiedon Township for 2009

Delhi Township Fire Department  
 Total Fire Loss – All Fires  
 1999– 2009

2000	\$377,450
2001	\$376,600
2002	\$940,265
2003	\$526,020
2004	\$603,750
2005	\$694,650
2006	\$901,930
2007	\$1,280,450
2008	\$538,025
2009	\$493,550

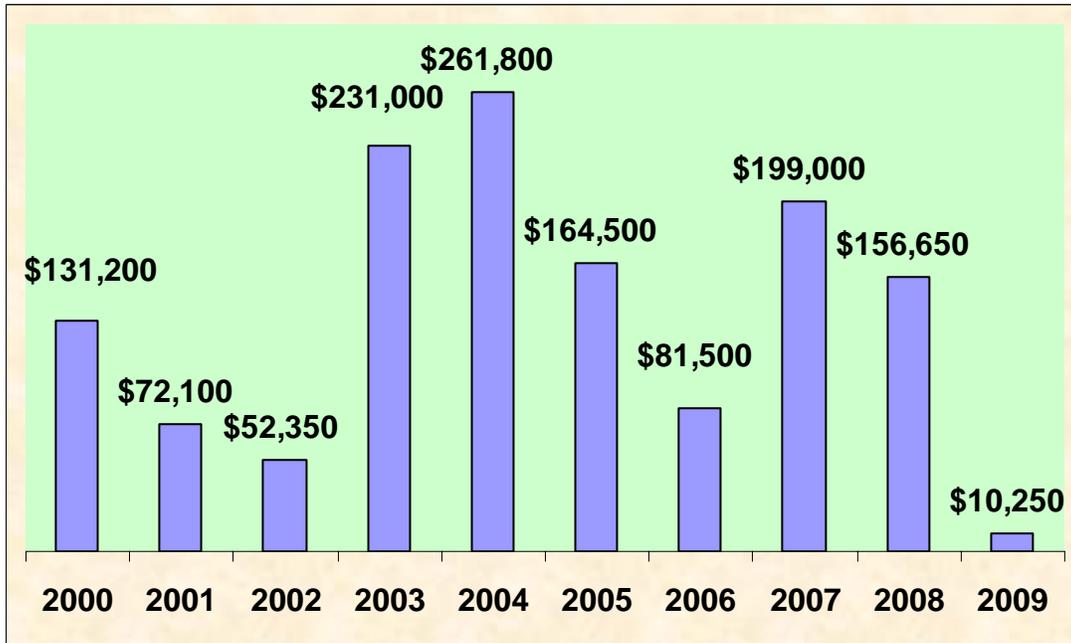
**Total Fire Loss - 2000 - 2009**



Delhi Township Fire Department  
Alaiedon Township Activity  
2001 – 2009

	2001	2002	2003	2004	2005	2006	2007	2008	2009
Structure Fires	2	3	6	3	3	1	3	6	0
Vehicle Fires	15	12	11	16	6	6	9	12	8
Grass Fires	2	2	3	3	7	1	1	1	4
Misc. Fires	7	1	1	0	5	3	6	1	1
Good Intent / Smoke	26	18	17	25	17	18	14	21	11
Wires Down/Arcing	3	2	2	3	5	1	5	2	3
Auto Accidents	16	13	15	17	22	13	19	21	14
Gas Leaks/Hazards	6	5	8	2	1	5	3	2	1
False Alarms	20	13	21	15	13	17	8	28	10
Miscellaneous Calls	3	4	2	0	6	7	6	0	4
<b>Total</b>	100	73	86	84	85	70	74	94	56

Alaiedon Township Fire Loss  
2000 – 2009  
All Fires



## Delhi Township Fire Department Membership Status 2009

The membership of the Delhi Township Fire Department on December 31, 2008 is at a total of 39 uniformed personnel, plus 2 civilian positions of secretary, and billing clerk. This is a decrease of 7 paid, on-call positions and one civilian position since 12/31/08.

Recruitment and retention continued to be a major goal during 2009. During the year, a total of 14 personnel were hired as new members of the organization. Included in this new membership were 3 paid, on-call personnel who were previously trained to the required minimum of our department. These personnel include Reginald Townsend, Jeremy Landfair and Patrick Alleman.

Six personnel were hired as untrained members of the department and were enrolled in the Ingham County firefighter training class to receive training. These new cadets are Kevin Allen, Kurt Zolnierrek, Daniel Kreft, Mitchel Lankton, Lukasa Wackowski and Mitchell Woodruff. As of 12/31/09, only 2 of these personnel remained on the department.

One opening in the full time ranks, resulted in hiring Jeffrey Butcher to fill that position.

And, as can always be expected with a department such as ours, personnel will leave the department on a fairly regular basis, and 2009 was no exception. The following 16 personnel left the department:

Patrick Alleman	Mitchel Lankton	Lukasz Wackowski
Kevin Allen	Michel Kueppers	Matthew Wardwell
Jason Briggs	William Oberst	Brandon Whipple
Dustin Farhat	James Porcello	Mitchell Woodruff
Ashley Hatch	Bobby Stimbert	
Justin King	Reginald Townsend	

The breakdown of EMS training levels on 12/31/07 consists of 15 paramedics and 13 basic EMTs.

A continued emphasis will be placed on recruitment and retention in 2010 in an effort to maintain our current level of staffing.

# Delhi Township Fire Department

## Fire Marshal Report

### 2009

Simply stated, the most effective manner in which to fight fires is to prevent them from starting. Effective fire prevention and public education programs are the best way to minimize the hazards of fire in the community. From the modest beginnings of Fire Prevention Week in 1952, major fire safety improvements have come about mostly as a result of tragic fire events. Delhi Township Fire Department recognizes that promotion of fire safety education, fire prevention, and fire loss reduction is a major responsibility of today's fire service. In 2009 Delhi Fire Department promoted our safety programs through the following mediums.

- Promotion of Portable Fire Extinguisher training for employees at numerous commercial businesses.
- Continued annual Fire Safety and Safety programs at our senior citizen housing communities as well as our local service organizations.
- Continuation of placing our Home Security Grant AED's (Automatic External Defibrillators) in commercial facilities within Delhi Township as well as providing CPR/AED for all recipients. This program has been well received with several facilities requesting additional training.
- Interactive Emergency Preparedness training with the Delhi Township C.E.R.T (Community Emergency Response team).
- CPR/AED and First Aid training with numerous Holt Public Schools including students, teachers, bus drivers, coaches and security. This program continues to expand annually.
- Successful annual Fire Prevention Week Open House and Holt Elementary school visits. Our interactive Hazard House was a big hit with children as they were able to see hazards that may occur at their home and with the help of a fireman correct those unsafe conditions.
- Participate in community events such as Kid's Day, Home Fest, Special Olympics, and Relay-for-Life, to name a few.
- Fire crews performed fire pre-plans on some of our township target occupancies such as Tamarack or RSDC to be better prepared in a true emergency.
- Completed Fire Safety Inspections to commercial buildings in Delhi Township.
- Satisfied numerous requests for station tours, school visits, and on-site fire truck and safety demonstrations.

Delhi Fire Department realizes that risk reduction can be accomplished through dedication to public education and training. Our actual success is inestimable but can hopefully have a positive impact in life safety and property conservation.

Respectively Submitted,

*Pat Brown*

Assistant Chief/Fire Marshal

## Delhi Township Fire Department Equipment and Apparatus Status 2009

In June of 2009, the fire department sent the 1994 Pierce Dash pumper to Appleton, Wisconsin for a complete refurbishment. This reconstruction of the apparatus resulted in a savings to Delhi Township of approximately \$250,000 over the cost of a new pumper. The refurbishment consisted of construction of high side compartments on the passenger side of the unit, new LED lighting, new Class A foam system, new 6 KW hydraulic generator, new hydraulic ladder rack, 2 electric cord reels, and a new 1,000 gallon poly water tank with a rear fill. These updates bring this unit into the 21<sup>st</sup> century of firefighting, and it is anticipated that this unit will now be able to continue as a front line apparatus for another 15 years.

In early 2009, notice was received from the Federal Emergency Management Agency that Delhi Township had received a grant in the amount of approximately \$129,000 for purchase of 24 new self contained breathing apparatus units. These units were delivered in March and placed in service on April 25, 2009. These units have a “heads up display” which indicates to the user exactly how much air they have left. Additionally, with the “buddy breathing” feature, two people can breath off of the same tank in cases of entrapment. These new SCBA units are welcomed by our personnel as additional safety features for them..

Additionally, in 2009 the following capital purchases were made:

- Twelve (12) sets of discontinued bunker gear at a total cost of \$10,500
- Two (2) stair chairs for EMS at a cost of \$2,400 each
- A new roof saw at a cost of \$1,550
- A new copy machine for the office at a cost of \$6,800
- A water rescue inflatable boat at a cost of \$4,500

All fire department apparatus and equipment is continually evaluated, inspected, and repaired to maintain a continuous stated of readiness. Annual inspections such as pump testing, hose testing, department of transportation inspections and ladder testing is the norm. This continuous monitoring insures compliance with state and federal statute, in addition to providing personnel with a safe work environment.

## Delhi Township Fire Department Vehicle Responses for 2009

Vehicle	Number of Responses
2003 Ambulance	626
2006 Ambulance	686
2008 Ambulance	496
2002 Tahoe	176
2004 Durango- Cmd	138
2004 Durango -FM	96
2000 Ford Pickup	13
1995 Ford Pickup	25
2006 Expedition	74
1997 Tanker	48
1994 Pumper	60
2003 Ladder/Quint	126
1985 Pierce Loaner	3
2008 Rescue/Pumper	159

### Fire Station Maintenance and Needs

Parking lot repairs at the main fire station were completed in the spring of 2009. Although Delhi Fire Station #2 on Bishop Road is not staffed, this building is useful to our overall mission since it is continually used for storage of extra equipment. Additionally, the reserve ambulance is stored at that location, along with the grass fire unit when it is not used in the winter time.

As mentioned in past reports, the main fire station is now moving into its 15<sup>h</sup> year. With this age and the increase in call volume, comes the need for more rooms for department activities. This includes a larger training room, offices for the department leadership and more area for fire personnel to work. Storage has always been lacking and continues to be in short supply. Given these shortcomings, it seems that it is not too early to begin planning for future fire department facilities.

## Delhi Township Fire Department Training Report for 2009

Delhi Township firefighters are provided training that meets and or exceeds current emergency services standards, in all areas of emergency services, which include firefighting, rescue, vehicle extrication, hazardous materials response and emergency medicine. 2009 was again a successful and busy year; there was a total of approximately 7,500 training hours.

A live fire training burn trailer was again rented from Clinton County to provide our firefighters an exposure and experience with actual heat and fire in a controlled environment. This training trailer also allowed for the hands on training of fire suppression techniques, forcible entry, standpipe and sprinkler operations, special rescue operations using specialized equipment, and ventilation operations.

An Office of Fire Fighter Training (OFFT) certified Emergency Driver Training program was completed by Delhi Fire Dept. Probationary members. This program includes 8 hours of classroom, 8 hours driving in non-emergency conditions. The luxury of DTFD having OFFT certified instructors on staff allowed this training for both courses to be held in-house. An In-house Defensive Driving Recertification program was completed by all members (recognized program by the OFFT.)

As always, new designs and types of automobiles necessitated updated training in Vehicle Extrication. A nine (9) hour, hands-on Advanced Vehicle Extrication course was attended by all members, new and improved vehicle extrication techniques were demonstrated. This training was delivered by Rescue Resources, who is an authorized representative for Genesis Rescue Tools

A Live fire training evolution was completed using an acquired structure. Fire fighters were able to experience actual hands-on training and experience in areas of Fire Suppression, Forcible Entry, Salvage / Overhaul and Water Supply (hydrants and tanker operations.)

Delhi Senior Fire Fighters who had previously completed their CO I, II & III prerequisite Advance Training courses continued their education and successfully completed the OFFT, Company Officer (CO) I, II & III courses and achieved CO I, II & III certifications. The objectives of these course are to educate senior members in areas of Advanced Fire Fighting Management, Supervisory Skills, and Incident Safety, Budget Issues, etc. to prepare them for future DTFD Fire Officers. Again the luxury of DTFD having OFFT certified instructors on staff allowed this training to be held in-house. Monthly squad training sessions were conducted in areas such as pre-planning, hose streams, vehicle extrication, SCBA air management, pumping, water supply, ground ladders, RIT, search & rescue, ICS, salvage and overhaul, etc. Annual SCBA and CPR re-certification was completed by all members.

Target Safety on-line training for officers and members continues on a monthly basis. Mandated training in areas such as Bloodborne Pathogens and Hazardous Materials and Department policies, etc. is accomplished in a method by which paid, on-call employees can take the training from the comfort of their home.

## Summary

The Delhi Township Fire Department call volume decreased by approximately 5% as compared to 2008. Although total calls decreased, EMS calls did show a slight increase of 15 calls over 2008. During 2009, an average day indicated almost 6 calls, which may take anywhere from two to three hours. Add this to the daily tasks that employees are expected to complete and there is not a lot of extra time around the fire station. .

In late 2009, our Deputy Chief of Training, James Porcello resigned, due to time constraints. Although the fire department always moves on when people leave, the loss of Jim to the department will be felt by many people. His enthusiasm for fire training is contagious, and DTFD personnel valued his knowledge a great deal. We wish him the best in his future endeavors

As we move into our 7<sup>th</sup> year of being a true combination fire department composed of both full time and part time personnel, maintaining the number of personnel within the paid, on-call ranks of the department continues to be a struggle. The majority of personnel who wish to become paid, on-call members of fire departments do so with the hope of entering the fire service as a career. This personal goal ultimately results in the paid, on-call staff member leaving for a full time job elsewhere. It is obvious that retention of the paid, on-call workforce will be a major goal for many years to come.

As time passes, our employees are becoming more acclimated to being a part of the community. Our members are to be congratulated for another great year. Thanks to our career members for continuing to excel in their community involvement. Thank you to those paid, on-call personnel who leave their warm homes at night to help out in their community. Last, and certainly not least, A/C Pat Brown and clerical staff, Brenda Coscarrelli, and Melissa Rowland are certainly responsible for the Delhi Township Fire Department running smoothly on a 24 hour basis.

We are all aware of the economic challenges that face us. We continue to look for ways to save money and we continue to prioritize and spend our limited resources on those things that we really need.

Through the group efforts of all involved, and with the continued support of the Township Board and Township Manager John Elsinga, the fire department continues to ***“minimize the impact of community emergencies through education, prevention and service.”***

Respectfully submitted,

*Richard J. Royston*

Richard J. Royston  
Chief

# ACCOUNTS PAYABLE APPROVAL

March 9, 2010

**I. Certification of Authorized Signatures:** The attached Check Register and Invoice Distribution Report encompass checks dated March 9, 2010, numbered 76712 thru 76799 & ACH 1139 thru 1141 . Every invoice has a payment authorizing signature(s).

Dated: March 9, 2010

\_\_\_\_\_  
Lora Behnke, Accounting Clerk

## II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated March 9, 2010 show payments made from the following funds:

General Fund	\$	65,214.71	
Parks & Recreation		12,529.80	
Fire Equip. & Apparatus Fund		5,464.34	
Downtown Development Fund		47,121.98	
Community Development Fund		2,588.05	
Trust & Agency Fund		30.00	
Current Tax Fund		206,438.18	
Subtotal Common Savings*	\$	339,387.06	
Sewer Fund Receiving**	\$	232,916.49	
Grand Total	\$	572,303.55	

**Includes the following to be reimbursed from separate bank accounts:**

*Employee Flexible Spending Acct	\$	30.00
*Current Tax Fund	\$	206,438.18

Dated: March 9, 2010

\_\_\_\_\_  
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.(C2AE \$69,150.00 for final design for Lift Station D & McCue Rd Corridor,12/15/09)

Dated: March 9, 2010

\_\_\_\_\_  
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 March 16, 2010 a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes ( \_\_\_\_\_ absent) that the list of claims dated March 9, 2010, was reviewed, audited and approved.

\_\_\_\_\_  
Evan Hope, Township Clerk

INVOICE DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP  
 POSTING DATE 03/09/2010 - 03/19/2010

Vendor	Invoice Description	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
BANK OF AMERICA	ACCTS RECEIVABLE-GENERAL/AWARD BN	39.16
BANK OF AMERICA	ACCTS RECEIVABLE-GENERAL/AWARD BN	13.99
BANK OF AMERICA	ACCTS RECEIVABLE-GENERAL/AWARD BN	22.62
BANK OF AMERICA	ACCTS RECEIVABLE-GENERAL/AWARD BN	289.22
BANK OF AMERICA	ACCTS RECEIVABLE-GENERAL/AWARD BN	(20.98)
BANK OF AMERICA	25 PEDOMETERS	102.16
BANK OF AMERICA	12 PEDOMETERS	52.57
BLUE CARE NETWORK	REFUND (2009A-1322 RYAN BREDIN)	690.00
Total for Dept 000.00 :		1,188.74
Dept 171.00 MANAGER		
BASIC	HSA ADMIN FEE - 2010	36.00
DELTA DENTAL PLAN OF	MARCH DENTAL	293.42
ADP SCREENING & SELECTION	EMPLOYMENT BACKGROUND CHECK	50.50
BANK OF AMERICA	CITY OF GR-PARKING	30.00
BANK OF AMERICA	CITY OF LANSING-PARKING	8.25
BANK OF AMERICA	AMWAY GRAND/MTA PARKING	37.50
BANK OF AMERICA	AMWAY GRAND/MTA HOTEL	213.03
Total for Dept 171.00 MANAGER:		668.70
Dept 191.00 ACCOUNTING		
BASIC	HSA ADMIN FEE - 2010	36.00
DELTA DENTAL PLAN OF	MARCH DENTAL	266.16
BANK OF AMERICA	AGA MEMBERSHIP	97.50
Total for Dept 191.00 ACCOUNTING:		399.66
Dept 215.00 CLERK		
BASIC	HSA ADMIN FEE - 2010	72.00
DELTA DENTAL PLAN OF	MARCH DENTAL	256.02
CAPITOL COMMUNICATION SYSTEMS I	2ND QTR MAINT CONTRACT-COPIER	55.00
BANK OF AMERICA	PITNEY BOWES-POSTAGE MACHINE	65.44
BANK OF AMERICA	MTA/PARLIAMENTARY PROC. BOOK	24.70
BANK OF AMERICA	AMWAY GRAND/MTA HOTEL & PARK	463.56
Total for Dept 215.00 CLERK:		936.72

Dept 228.00 INFORMATION TECHNOLOGY

BASIC	HSA ADMIN FEE - 2010	36.00
DELTA DENTAL PLAN OF	MARCH DENTAL	80.17
MICROTECH SERVICES, INC.	MARCH 2010 DSL SERVICE	120.00
ACS FIREHOUSE SOFTWARE	FIREHOUSE SOFTWARE RENEWAL	955.00
APPLICATION SPECIALIST KOMPANY	MNTHLY FIREWALL SUPPORT	240.00
		-----

Total for Dept 228.00 INFORMATION TECHNOLOGY: 1,431.17

Dept 253.00 TREASURERS

BASIC	HSA ADMIN FEE - 2010	72.00
DELTA DENTAL PLAN OF	MARCH DENTAL	346.33
BANK OF AMERICA	AMWAY GRAND-MTA LODGING	501.06
		-----

Total for Dept 253.00 TREASURERS: 919.39

Dept 257.00 ASSESSING

BASIC	HSA ADMIN FEE -2010	72.00
DELTA DENTAL PLAN OF	MARCH DENTAL	175.85
THRUN LAW FIRM, P.C.	FEBRUARY LEGAL FEES	32.80
		-----

Total for Dept 257.00 ASSESSING: 280.65

Dept 262.00 ELECTIONS

PRINTING SYSTEMS, INC.	2,500 AV APPS & SHIPPING	441.34
HOLT POSTMASTER	FUNDS FOR PERMIT #615 ELECTION	2,000.00
MICHIGAN ELECTION RESOURCES	PRECINCT KIT & SHIPPING	41.51
		-----

Total for Dept 262.00 ELECTIONS: 2,482.85

Dept 265.00 BUILDING & GROUNDS

BASIC	HSA ADMIN FEE - 2010	38.88
DELTA DENTAL PLAN OF	MARCH DENTAL	110.38
LANSING ICE & FUEL CO	GASOLINE USED 2/16 THRU 2/28/10	78.25
MAID BRIGADE OF LANSING	CLEANING SERVICES/CSC THRU 2/26/10	812.50
METRONET LONG DISTANCE	FEBRUARY LONG DISTANCE CHARGES	33.11
TDS METROCOM	FEBRUARY LOCAL PHONE SERVICE	1,236.81
DELHI TOWNSHIP TREASURER	SEWER 2074 AURELIUS	321.40
CONSUMERS ENERGY	ELECTRIC-2074 AURELIUS	5,269.13
CONSUMERS ENERGY	ELECTRIC-4904 HOLT	6.68
CONSUMERS ENERGY	GAS-2074 AURELIUS	2,570.24
ACE HARDWARE	PLUMBING PARTS TO REPAIR SINK	3.68
		-----

Total for Dept 265.00 BUILDING & GROUNDS: 10,481.06

Dept 276.00 CEMETERY

BASIC	HSA ADMIN FEE - 2010	34.99
DELTA DENTAL PLAN OF	MARCH DENTAL	99.34
LANSING ICE & FUEL CO	GASOLINE USED 2/16 THRU 2/28/10	70.42
CONSUMERS ENERGY	ELECTRIC-4149 WILLOUGHBY	30.38
		-----

Total for Dept 276.00 CEMETERY: 235.13

Dept 301.00 POLICE		
ROBERT J. ROBINSON, ATTN	LEGAL FEES-FEBRUARY MOTOR VEHICLE (	<u>1,700.00</u>

Total for Dept 301.00 POLICE: 1,700.00

Dept 336.00 FIRE DEPARTMENT		
BASIC	HSA ADMIN FEE - 2010	468.00
DELTA DENTAL PLAN OF	MARCH DENTAL	1,370.41
PAPER IMAGE PRINTING	500 HIPPA FORMS	113.85
TRI-COUNTY EMERGENCY	100 REFUSAL FORMS	10.50
BANK OF AMERICA	OFFICE MAX/ DVD JACKETS	9.78
BANK OF AMERICA	OFFICE MAX/FOLDERS	26.95
BANK OF AMERICA	GADSA SOFTWARE/BLACKBERRY SHIFT	10.00
INGENIX INC.	2010 HIPAA MANUAL	71.96
INGENIX INC.	SHIPPING & HANDLING	10.95
LANSING ICE & FUEL CO	GASOLINE USED 2/16 THRU 2/28/10	331.25
NYE UNIFORM COMPANY	UNIFORM - WOOTEN	76.08
BIO-CARE, INC.	MASK FIT TEST/WIELAND/HILEMAN/MILL	75.00
METRONET LONG DISTANCE	FEBRUARY LONG DISTANCE CHARGES	3.21
TDS METROCOM	FEBRUARY LOCAL PHONE SERVICE	61.60
DELHI TOWNSHIP TREASURER	SEWER 6139 BISHOP	32.50
CONSUMERS ENERGY	ELECTRIC-6139 BISHOP	71.28
CONSUMERS ENERGY	GAS-6139 BISHOP	478.20
ADP SCREENING & SELECTION	EMPLOYMENT BACKGROUND CHECK	<u>194.97</u>

Total for Dept 336.00 FIRE DEPARTMENT: 3,416.49

Dept 446.00 INFRASTRUCTURE		
BOARD OF WATER & LIGHT	FEBRUARY STREET LIGHTS	5,901.33
CONSUMERS ENERGY	FEBRUARY UTILITIES	86.94
BANK OF AMERICA	SHOWSPAN-BOOTH-LANS HOME SHOW	<u>78.13</u>

Total for Dept 446.00 INFRASTRUCTURE: 6,066.40

Dept 850.00 OTHER FUNCTIONS		
BASIC	RETIREE'S BENEFITS-HSA ADMIN FEE	36.00
DBI BUSINESS INTERIORS	DATE STAMP INK REFILL	13.00
THRUN LAW FIRM, P.C.	FEBRUARY LEGAL FEES	410.00
PLANTE & MORAN, PLLC	5 YR FINANCIAL PROJECTION PYMT 3	3,100.00
MI MUNICIPAL RISK MANAGEMENT	2010 PROPERTY/LIABILITY INSURANCE	26,397.00
DSS CORPORATION	LASER FICHE MAINTENANCE	3,944.00
SECAP FINANCE	FEBRUARY FOLDING MACHINE LEASE	189.00
MICHIGAN STATE UNIVERSITY EXT	BENCHMARKING SURVEY	500.00
BANK OF AMERICA	CONSITUTION HALL-PARKING	3.75
BANK OF AMERICA	MSU NEWS/JOB FAIR ADVERTISING	<u>415.00</u>

Total for Dept 850.00 OTHER FUNCTIONS: 35,007.75

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Total for Fund 101 GENERAL FUND: 65,214.71

## Fund 208 PARKS &amp; RECREATION FUND

## Dept 752.00 ADMINISTRATION

BASIC	HSA ADMIN FEE - 2010	72.00
DELTA DENTAL PLAN OF	MARCH DENTAL	85.54
BANK OF AMERICA	OFFICE MAX- PRINTER TONER	68.99
BANK OF AMERICA	OFFICE MAX/MARKERS & ADHESIVE	12.18
METRONET LONG DISTANCE	FEBRUARY LONG DISTANCE CHARGES	2.48
TDS METROCOM	FEBRUARY LOCAL PHONE SERVICE	152.97
TDS METROCOM	SR. CENTER PHONE SERVICE-MARCH	281.85
MI MUNICIPAL RISK MANAGEMENT	2010 PROPERTY/LIABILITY INSURANCE	2,444.00
NORTH AMERICAN BUTTERFLY	2010 MEMBERSHIP RENEWAL	30.00
BANK OF AMERICA	AMWAY GRAND/NRPA/TILMA & JENKS	552.74
BANK OF AMERICA	MRPA/PLAYGROUND SAFETY COURSE	500.00

Total for Dept 752.00 ADMINISTRATION: 4,202.75

## Dept 771.00 PARKS

BANK OF AMERICA	SYMPPLICITY CORP/JOB FAIR REG. PARKS	145.00
BASIC	HSA ADMIN FEE - 2010	36.00
DELTA DENTAL PLAN OF	MARCH DENTAL	133.08
LANSING ICE & FUEL CO	GASOLINE USED 2/16 THRU 2/28/10	216.71
ACE HARDWARE	SURGE SUPPRESSOR & KEYS	21.75
ACE HARDWARE	BATTERY & BOLTS	16.79
LANSING SANITARY SUPPLY INC	CLEANING SUPPLIES	395.08
AMERICAN RENTAL	PORTABLE TOILETS	70.00
WASTE MANAGEMENT OF MICHIGAN	MONTHLY DUMPSTER SERVICE-MARCH	148.00
DELHI TOWNSHIP TREASURER	SEWER 1750 MAPLE	13.00
DELHI TOWNSHIP TREASURER	SEWER 2108 CEDAR	13.00
DELHI TOWNSHIP TREASURER	SEWER 2287 PINE TREE	32.50
DELHI TOWNSHIP TREASURER	SEWER 4030 KELLER	32.50
CONSUMERS ENERGY	ELECTRIC-2108 CEDAR	1,257.78
CONSUMERS ENERGY	ELECTRIC-1750 MAPLE	23.30
CONSUMERS ENERGY	ELECTRIC-2287 PINE TREE #2939	29.61
CONSUMERS ENERGY	ELECTRIC-2287 PINE TREE	178.61
CONSUMERS ENERGY	ELECTRIC-1771 MAPLE	96.36
CONSUMERS ENERGY	ELECTRIC-2074 AURELIUS PARK	970.04
CONSUMERS ENERGY	ELECTRIC-2177 WEST BLVD	19.66
CONSUMERS ENERGY	ELECTRIC-4080 KELLER	31.38
CONSUMERS ENERGY	ELECTRIC-4111 HOLT	105.67
CONSUMERS ENERGY	GAS-2108 CEDAR	48.39
CONSUMERS ENERGY	GAS-2287 PINE TREE #2939	316.53
CONSUMERS ENERGY	GAS-4111 HOLT	301.95
MENARDS LANSING SOUTH	LUMBER	9.93
LOWE'S CREDIT SERVICES	LUMBER/SR. CENTER SHELVES	151.56
THE SALT STORE, INC.	30 BAGS SALT	179.70
FRANKIE D'S AUTO & TRUCK	LOF & FILTER/#42	31.00

Total for Dept 771.00 PARKS: 5,024.88

Dept 774.00 RECREATION		
BASIC	HSA ADMIN FEE - 2010	36.00
DELTA DENTAL PLAN OF	MARCH DENTAL	80.17
BANK OF AMERICA	SENIOR CITIZEN TRIPS/HOLLAND TULIP	1,133.00
DEAN TRAILWAYS OF MICHIGAN	BUS FOR SR. TRIPS TO HOLLAND/CHAR	<u>2,053.00</u>

Total for Dept 774.00 RECREATION: 3,302.17

Total for Fund 208 PARKS & RECREATION FUND: 12,529.80

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 000.00		
BANK OF AMERICA	ACCTS RECEIVABLE-TAX TO BE CREDIT	<u>5.06</u>

Total for Dept 000.00 : 5.06

Dept 339.00 EQUIPMENT & APPARATUS

BANK OF AMERICA	SKETCHERS/SHOES-BALDWIN	61.00
BANK OF AMERICA	SKETCHERS CREDIT	(8.00)
BANK OF AMERICA	UPS/SHIPPING BUNKER GEAR	29.39
BANK OF AMERICA	UPS/SHIPPING BUNKER GEAR	37.48
BANK OF AMERICA	UPS/SHIPPING BUNKER GEAR	12.04
BANK OF AMERICA	FELD EQUIPMENT/ FIRE GLOVES	403.06
HEINMAN FIRE EQUIPMENT	2 PORTABLE LIGHTS FOR E21 & FREIGHT	471.70
BANK OF AMERICA	BATTERIES.COM/BATTERIES LAPTOP	119.14
BANK OF AMERICA	ZBATTERY/BATTERIES	93.43
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	220.00
MOORE MEDICAL, LLC	MEDICAL SUPPLIES	1,264.90
NIGHTINGALE-ALAN MEDICAL, INC.	MEDICAL SUPPLIES	503.26
COMMUNICATIONS SERVICES	RADIO REPAIR & MAINTENANCE	277.00
CARQUEST THE PARTS PLACE	2 OIL DRY/GAUGE BOX/OIL/RED LAMP	38.06
ACE HARDWARE	5 SPRAY BOTTLES/2 FLUR BULBS	25.43
HALT FIRE, INC.	PUMP REPAIR #491	992.01
HALT FIRE, INC.	INTAKE GAUGE #999	166.01
ROGER'S CLINE TIRE	2 TIRES FOR FIRE UNIT #657	380.00
VICTORY LANE QUICK OIL CHANGE	LUBE, OIL, FILTER FOR FIRE UNIT#657	35.58
CARQUEST THE PARTS PLACE	VEHICLE REPAIR/MAINTENANCE	44.19
BANK OF AMERICA	OFFICE MAX-OFFICE CHAIR	169.98
MICHIGAN STATE POLICE	EMS TRAINING-BROWN & COLBECK	50.00
BANK OF AMERICA	FAT BOYS PIZZA-OFFICERS MTG	48.93
BANK OF AMERICA	BUDDIES-CHIEFS MEETING	<u>24.69</u>

Total for Dept 339.00 EQUIPMENT & APPARATUS: 5,459.28

Total for Fund 211 FIRE EQUIP. & APPARATUS FUND: 5,464.34

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 728.00 DDA ADMINISTRATION		
BANK OF AMERICA	SYMPPLICITY CORP/JOB FAIR REG. DDA	145.00
DELTA DENTAL PLAN OF	MARCH DENTAL	80.17
BANK OF AMERICA	OFFICE MAX-PRINTER INK	113.96

FAHEY SCHULTZ BURZYCH RHODES	LEGAL FEES-GRINNELL CONTRACT	104.00
THRUN LAW FIRM, P.C.	FEBRUARY LEGAL FEES-DDA	98.40
BANK OF AMERICA	1 ROLL STAMPS	44.00
BANK OF AMERICA	ATT-LED SIGN @HOLT & AURELIUS	33.21
METRONET LONG DISTANCE	FEBRUARY LONG DISTANCE CHARGES	1.97
TDS METROCOM	FEBRUARY LOCAL PHONE SERVICE	192.01
MI MUNICIPAL RISK MANAGEMENT	2010 PROPERTY/LIABILITY INSURANCE	978.00
BANK OF AMERICA	FRAMES-DOOR CLOSURE MECH/ICSD	322.00
BANK OF AMERICA	ECON DEV CONF-MCFADYEN	150.00
BANK OF AMERICA	MEDA-MCFADYEN & ELSINGA	230.00

Total for Dept 728.00 DDA ADMINISTRATION: 2,492.72

Dept 729.00 DDA MARKETING & PROMOTION

CHARLES GRINNELL	FARM MARKET MANAGER 2/15 THRU 2/28	308.00
SALLY VAN BUREN	DEPOSIT FOR PETTING ZOO-8/7/10	150.00

Total for Dept 729.00 DDA MARKETING & PROMOTION: 458.00

Dept 730.00 COMM REHABILITATION REBATE PGM

ANTHONY DEROSA TRUST	CRRP DISBURSEMENT-2417 CEDAR	9,810.50
ANTHONY DEROSA TRUST	CRRP DISBURSEMENT 2415 CEDAR	5,627.85

Total for Dept 730.00 COMM REHABILITATION REBATE PGM: 15,438.35

Dept 731.00 DDA INFRASTRUCTURE PROJECTS

LANDSCAPE ARCHITECTS	AMPHITHEATER DEVELOPMENT-PARK	3,350.00
THRUN LAW FIRM, P.C.	LEGAL FEES-COOK THORNBURN DRAIN	180.40
LANDSCAPE ARCHITECTS	NON-MOTORIZED TRAIL SURVEY & DOC	2,580.00

Total for Dept 731.00 DDA INFRASTRUCTURE PROJECTS: 6,110.40

Dept 850.00 OTHER FUNCTIONS

BASIC	HSA ADMIN FEE - 2010	49.25
DELTA DENTAL PLAN OF	MARCH DENTAL	139.82
LANSING ICE & FUEL CO	GASOLINE USED 2/16 THRU 2/28/10	99.12
MAID BRIGADE OF LANSING	CLEANING SERVICES/DDA,ICSD	480.00
WASTE MANAGEMENT OF MICHIGAN	MONTHLY DUMPSTER SERVICE-MARCH	49.00
DELHI TOWNSHIP TREASURER	SEWER 1465 CEDAR	13.00
DELHI TOWNSHIP TREASURER	SEWER 2017 PARK LANE	52.00
DELHI TOWNSHIP TREASURER	SEWER 2026 & 2028 CEDAR	26.76
DELHI TOWNSHIP TREASURER	SEWER 2034 CEDAR	13.00
DELHI TOWNSHIP TREASURER	SEWER 2045 CEDAR	33.25
DELHI TOWNSHIP TREASURER	SEWER 2150 CEDAR	19.88
DELHI TOWNSHIP TREASURER	SEWER 2185 CEDAR	13.00
DELHI TOWNSHIP TREASURER	SEWER 2191 CEDAR	13.00
DELHI TOWNSHIP TREASURER	SEWER 4294 VETERANS	13.00
DELHI TOWNSHIP TREASURER	SEWER 4302 VETERANS	13.00
CONSUMERS ENERGY	ELECTRIC-2004 AURELIUS	83.45
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR A	859.61
CONSUMERS ENERGY	ELECTRIC-2150 CEDAR	105.33
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR B	187.13
CONSUMERS ENERGY	ELECTRIC-2116 CEDAR	217.80

CONSUMERS ENERGY	ELECTRIC-3970 HOLT	81.29
CONSUMERS ENERGY	ELECTRIC-4115 HOLT	186.92
CONSUMERS ENERGY	ELECTRIC-2228 AURELIUS	145.79
CONSUMERS ENERGY	GAS-2045 CEDAR	665.64
CONSUMERS ENERGY	GAS-2150 CEDAR	<u>504.99</u>

Total for Dept 850.00 OTHER FUNCTIONS: 4,065.03

Dept 903.00 CAPITAL OUTLAY-DDA

SOIL & MATERIALS ENGINEERS	ASBESTOS ABATEMENT,DESIGN,BIDS	2,169.34
SOIL & MATERIALS ENGINEERS	SUBSURFACE ASSESSMENT-2040 CED	<u>16,388.14</u>

Total for Dept 903.00 CAPITAL OUTLAY-DDA: 18,557.48

Total for Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY: 47,121.98

Fund 542 COMMUNITY DEVELOPMENT FUND

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT

BASIC	HSA ADMIN FEE - 2010	144.00
DELTA DENTAL PLAN OF	MARCH DENTAL	692.66
BANK OF AMERICA	TARGET-OFFICE SUPPLIES	21.97
BANK OF AMERICA	3 ELECTRICAL CODE BOOKS	240.25
LANSING ICE & FUEL CO	GASOLINE USED 2/16 THRU 2/28/10	119.96
THRUN LAW FIRM, P.C.	FEBRUARY LEGAL FEES	1,000.40
METRONET LONG DISTANCE	FEBRUARY LONG DISTANCE CHARGES	10.07
TDS METROCOM	FEBRUARY LOCAL PHONE SERVICE	96.90
BANK OF AMERICA	MTU-LTAP WORKSHOP	10.00
BANK OF AMERICA	DETROIT METRO-PARKING	3.60
BANK OF AMERICA	PARKING-MEDA CAPITOL DAY	8.25
BANK OF AMERICA	AMWAY GRAND/MTA HOTEL MILLER	213.03
BANK OF AMERICA	AMWAY GRAND/BRKFST MILLER	<u>26.96</u>

Total for Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT: 2,588.05

Total for Fund 542 COMMUNITY DEVELOPMENT FUND: 2,588.05

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

RELS TITLE	REF SEWER 6116 BISHOP RD	12.00
DYKHUIS, RANDALL & CHERYL	REF SEWER 3820 BUSH GARDENS	15.75
FIFTH THIRD BANK	REF SEWER 3880 DELL RD HOLT MI	24.00
MATTHIESEN, LINDA	REF SEWER 2297 MAIN HOLT MI	25.10
MATTHIESEN, LINDA	REF SEWER 2299 MAIN HOLT MI	25.20
PARKS TITLE	REF SEWER 1829 NIGHTINGALE HOLT MI	14.39
EASTBROOK HOMES	REF SEWER 4330 NORWAY HOLT MI	98.90
CRANE, JAMES & KIM	REF SEWER 2330 PINE TREE HOLT MI	77.02
PAYNE, DAN	REF SEWER 2330 ROLLING RDG	43.70
WALKINGTON, BEVERLY	REF SEWER 2562 SANIBEL HOLLOW	13.20
BANK OF AMERICA	ACCTS REC-GENERAL/FRANKLIN COVEY	<u>(42.25)</u>

Total for Dept 000.00 : 307.01

Dept 548.00 ADMINISTRATION & OVERHEAD

BASIC	RETIREE'S BENEFITS-HSA ADMIN FEE	36.00
THRUN LAW FIRM, P.C.	FEBRUARY LEGAL FEES	1,361.20
CUSTOM MAILERS, INC.	SEWER BILL MAILING CHARGES- FEB	447.51
MICHIGAN MUNICIPAL RISK MANAGEM	2010 PROPERTY/LIABILITY INSURANCE	<u>19,064.00</u>

Total for Dept 548.00 ADMINISTRATION & OVERHEAD: 20,908.71

Dept 558.00 DEPT OF PUBLIC SERVICE

BASIC	HSA ADMIN FEE - 2010	524.88
DELTA DENTAL PLAN OF	MARCH DENTAL	1,490.14
BANK OF AMERICA	FRANKLIN COVEY-PLANNER-DIORKA	31.88
BANK OF AMERICA	FRANKLIN COVEY-PLANNER STORAGE	5.56
LANSING ICE & FUEL CO	GASOLINE USED 2/16 THRU 2/28/10	1,056.36
MODEL COVERALL SERVICE	STAFF UNIFORMS	121.11
MODEL COVERALL SERVICE	STAFF UNIFORMS	61.58
MODEL COVERALL SERVICE	STAFF UNIFORMS-MAINT	87.73
MODEL COVERALL SERVICE	STAFF UNIFORMS-POTW	61.58
BANK OF AMERICA	LAPTOP CASE-ON CALL COMPUTER	59.99
BANK OF AMERICA	TONER -POTW COLOR LASER PRINTER	816.95
HASSELBRING-CLARK	METER OVERAGE CHARGE ON COPIER	66.64
ACE HARDWARE	HEX KEY WRENCH SET	27.99
ACE HARDWARE	TRASH CAN FOR LAB	7.99
ACE HARDWARE	BATTERIES FOR METER	9.58
ALEXANDER CHEMICAL CORP	TREATMENT CHEMICALS	737.50
KEMIRA WATER SOLUTIONS, INC	FERRIC CHLORIDE	4,896.06
ALEXANDER CHEMICAL CORP	TREATMENT CHEMICALS	9,337.50
ALS LABORATORY GROUP	OFF-SITE LAB TESTING-STEALTH	150.00
UNISON SOLUTIONS, INC.	GAS TESTING-SILOXANES & SULFUR	2,985.00
HUBBELL, ROTH & CLARK, INC	SRF PROJ. PLAN STUDY REVIEW	1,275.39
C2AE	TOWNSHIP SAN SEWER STANDARDS	342.15
C2AE	ENGINEERING SERVICES-FEBRUARY	2,493.13
UNITED PARCEL SERVICE	SHIP CHARGES-GAS SKID SAMPLES	40.66
GRANGER III & ASSOCIATES	GREASE DISPOSAL	34.14
WASTE MANAGEMENT OF MICHIGAN	MONTHLY DUMPSTER SERVICE-MARCH	293.29
BANK OF AMERICA	CELL & MORE-CAR CHARGERS & PHONE B	59.98
METRONET LONG DISTANCE	FEBRUARY LONG DISTANCE CHARGES	12.35
TDS METROCOM	FEBRUARY LOCAL PHONE SERVICE	444.97
DELHI TOWNSHIP TREASURER	SEWER 1490 AURELIUS	164.75
CONSUMERS ENERGY	ELECTRIC-1490 AURELIUS	1,129.55
CONSUMERS ENERGY	ELECTRIC-1390 WAVERLY	320.58
CONSUMERS ENERGY	ELECTRIC-1494 AURELIUS	367.20
CONSUMERS ENERGY	ELECTRIC-2358 EIFERT	377.13
CONSUMERS ENERGY	ELECTRIC-2870 PINE TREE	326.60
CONSUMERS ENERGY	ELECTRIC-1988 WAVERLY	400.80
CONSUMERS ENERGY	ELECTRIC3505 HOLT	158.29
CONSUMERS ENERGY	ELECTRIC-4000 N MICHIGAN #B	110.08
CONSUMERS ENERGY	ELECTRIC-4280 DELL	344.77
CONSUMERS ENERGY	ELECTRIC-4828 HOLT	260.32
CONSUMERS ENERGY	ELECTRIC-5961 MC CUE #2509	16,500.85
CONSUMERS ENERGY	ELECTRIC-5961 MC CUE #2723	49.89
CONSUMERS ENERGY	ELECTRIC-5999 HOLT	23.01
CONSUMERS ENERGY	ELECTRIC-6055 MC CUE	283.88
CONSUMERS ENERGY	GAS-1490 AURELIUS	691.53

CONSUMERS ENERGY	GAS-1492 AURELIUS	1,187.00
CONSUMERS ENERGY	GAS-1492 AURELIUS A	123.19
CONSUMERS ENERGY	GAS-2481 DELHI COMM	30.89
CONSUMERS ENERGY	GAS-1988 WAVERLY	269.63
CONSUMERS ENERGY	GAS-3505 HOLT	341.79
CONSUMERS ENERGY	GAS-4280 DELL	345.86
CONSUMERS ENERGY	GAS-5961 MC CUE #2319	4,568.19
CONSUMERS ENERGY	GAS-5961 MC CUE #2	141.65
CONSUMERS ENERGY	GAS-5961 MC CUE #3	331.09
LOWE'S CREDIT SERVICES	SUPPLIES FOR SHEEP STALLS	61.84
ACE HARDWARE	SUPPLIES FOR SHEEP BARN	18.76
LOWE'S CREDIT SERVICES	SHELVING FOR BOILER ROOM	180.92
ACE HARDWARE	SHEEP STALL SUPPLIES	11.15
ACE HARDWARE	CLEANING SUPPLIES-DIGESTER BLDG	8.78
ROBERT GARDNER	34 BALES OF HAY FOR SHEEP	153.00
BANK OF AMERICA	PREMIER SHEEP SUPPLIES/18 BLANKET	305.86
BANK OF AMERICA	PET SUP PLUS/DOG FOOD, HAIR ROLLER	43.94
BANK OF AMERICA	LOWES/SCREENS FOR INFLUENT SAMP	27.96
BANK OF AMERICA	DOG DISHES & LEASH	21.47
BANK OF AMERICA	INGHAM CO./DOG LICENSE	14.00
INTERSTATE BATTERIES OF	BATTERY-LIFT STATION EMERGENCY	71.95
ACE HARDWARE	REPAIRS & MAINTENANCE - L.S.	40.09
BANK OF AMERICA	MOTION IND-LSO WINCH RE-BUILD	16.43
RS TECHNICAL SERVICES, INC.	PARTS/SERVICE	74.95
ACE HARDWARE	JIG SAW BLADES	9.86
ACE HARDWARE	SCREWS & BOLTS - JOHN DEERE	2.94
GRAINGER	WET/DRY VACUUM HEAD	414.16
ACE HARDWARE	GASKET FOR CAMERA TRUCK	11.98
ACE HARDWARE	TRASH CANS FOR MUFFIN MONSTER	48.97
GRAINGER	PARTS/SUPPLIES-2 IMPELLERS	76.32
LOWE'S CREDIT SERVICES	BATTERIES FOR FLOW METER	46.44
USA BLUE BOOK	3 PUMPS	842.51
USA BLUE BOOK	STATIC MIXER	105.88
WINGFOOT COMMERCIAL TIRE	REAR TIRES FOR THE LIFT TRUCK	190.84
ACE HARDWARE	POLYMER PUMP FITTINGS	6.08
ACE HARDWARE	POLYMER PUMP SUPPLIES	6.57
BANK OF AMERICA	KENDALL ELEC/TEST LIGHTS	51.22
MAID BRIGADE OF LANSING	CLEANING SERVICES/MAINT.	260.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/POTW	260.00
H & H WELDING & REPAIR LLC	1/8" PERFORATED	175.00
H & H WELDING & REPAIR LLC	1/4" PERFORATED	175.00
H & H WELDING & REPAIR LLC	1/4" BAR SCREEN (FAB.)	200.00
RS TECHNICAL SERVICES, INC.	CALIBRATING EQUIPMENT	1,305.00
BANK OF AMERICA	SHAHEEN -PARTS REPAIR UNIT #4	3.14
FRANKIE D'S AUTO & TRUCK	VEHICLE PARTS & SERVICE-#14	60.00
INTERSTATE BATTERIES OF	BATTERY FOR UNIT #14	117.95
INTERSTATE BATTERIES OF	BATTERY FOR CAMERA VAN-UNIT#11A	84.95
SHAHEEN CHEVROLET, INC.	CHECK BRAKES ON UNIT #1, DPS	66.00
BANK OF AMERICA	CARQUEST/HEADLIGHT-SNOWPLOW	21.98
BANK OF AMERICA	DELHI CAFE-DINNER MEETING	91.23
ADP SCREENING & SELECTION	EMPLOYMENT BACKGROUND CHECK	54.45
BANK OF AMERICA	BREAKFAST-MTA CONF	3.85

Total for Dept 558.00 DEPT OF PUBLIC SERVICE: 62,124.02

Dept 578.01 CAPITAL IMPR-TREATMENT PLANT		
HUBBELL, ROTH & CLARK, INC	ENG. DIGESTER PROJ-PYMT 69	4,900.68
C2AE	FINAL DESIGN-LIFT STATION D	<u>69,150.00</u>

Total for Dept 578.01 CAPITAL IMPR-TREATMENT PLANT: 74,050.68

Dept 588.01 G.O. BOND INDEBTEDNESS		
BANK OF NEW YORK, MELLON, N.A.	SRF LOAN INTEREST PYMT-BONDS	<u>75,526.07</u>

Total for Dept 588.01 G.O. BOND INDEBTEDNESS: 75,526.07

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Total for Fund 590 SEWAGE DISPOSAL SYSTEM: 232,916.49

Fund 701 TRUST & AGENCY FUND		
Dept 000.00		
AFLAC	DUE EMPLOYEE-FLEXIBLE SPENDING	<u>30.00</u>

Total for Dept 000.00 : 30.00

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Total for Fund 701 TRUST & AGENCY FUND: 30.00

Fund 703 CURRENT TAX ACCOUNT		
Dept 000.00		
MICHIGAN DEPART OF TREASURY	2009 IFT DUE DISTRICTS	<u>206,438.18</u>

Total for Dept 000.00 : 206,438.18

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Total for Fund 703 CURRENT TAX ACCOUNT: 206,438.18

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Total - All Funds 572,303.55

**DELHI CHARTER TOWNSHIP  
FUND TRANSFERS AND PAYROLL APPROVAL  
For Payroll Dated March 4, 2010**

**I. Certification of Preparation and Distribution**

The attached check and payroll registers encompass check numbers: 73653 through 73696 & direct deposits numbers: DD9022 through DD9094. 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: March 4, 2010

\_\_\_\_\_  
Marian Frane, CPA, Director of Accounting

**II. Payroll Report**

The March 4, 2010 payroll encompasses the following funds and expenditures:

	<b>Gross Payroll</b>	<b>Payroll Deductions</b>	<b>Net Pay</b>
General Fund	\$84,066.45	\$24,504.83	\$59,561.62
Parks & Recreation Fund	11,767.61	3,124.34	\$8,643.27
DDA	7,339.19	2,996.35	\$4,342.84
Comm. Development Fund	13,708.22	3,686.38	\$10,021.84
Subtotal-Common Savings	116,881.47	34,311.90	<b>82,569.57</b>
Sewer Fund/Receiving	34,041.79	9,949.59	\$24,092.20
Total Payroll	\$150,923.26	\$44,261.49	\$106,661.77
	<b>Township FICA</b>	<b>Township Pension Plan</b>	<b>Total Deductions &amp; TWP Liabilities</b>
General Fund	\$6,010.70	\$6,738.40	\$37,253.93
Parks & Recreation Fund	879.56	773.42	4,777.32
DDA	471.99	587.58	4,055.92
Comm. Development Fund	1,023.77	1,189.71	5,899.86
Sewer Fund/Receiving	2,491.12	2,943.91	15,384.62
Total Payroll	\$10,877.14	\$12,233.02	\$67,371.65

\_\_\_\_\_  
Marian Frane, CPA, Director of Accounting

**III. FUND TRANSFERS**

Transfers covering the foregoing payroll were made on March 4, 2010 and identified as follows:

**03/04 Net Pay Disbursement in Common Savings (\$82,569.57) 03/04 Net Pay Disbursement in Sewer Receiving (\$24,092.20)**

**03/04 Pay Deducts from Sewer Receiving to Common Savings (\$15,384.62)**

\_\_\_\_\_  
Harry R. Ammon, Treasurer

**IV. Board Audit and Approval:**

At a regular meeting of the Township Board held on March 16, 2010, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes(\_\_\_\_\_absent) that the payroll dated March 4, 2010 was reviewed, audited, and approved.

Attachment to Payroll Register

cc: Ammon(1)Vander Ploeg(1)

\_\_\_\_\_  
Evan Hope, Clerk

DELHI CHARTER TOWNSHIP

M E M O R A N D U M

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: March 16, 2010

RE: Spartan Speedway 2010 Race Schedule

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Enclosed for your review and approval is the 2010 Race Schedule for Spartan Speedway. This schedule meets the requirements of the Stipulation and Agreement issued by Ingham County Circuit Court on April 16, 1999.

RECOMMENDED MOTION:

To approve the 2010 Race Schedule for Spartan Speedway (Exhibit A).

# EXHIBIT A



## Spartan Speedway Event Calendar for 2010

Date	Event	Sponsors
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April 17 - Saturday  
11:00am - 3:00pm  
Gates Open 10:00am

TEST & TUNE

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April 18 - Sunday  
1:00pm - 5:00pm  
Gates Open 12:00pm

TEST & TUNE

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April 23 - Friday

**Opening Night of the 2010 Season**  
Late Models, Modifieds, Pure Stocks, and Pony Stocks

---

April 30 - Friday

**MOD 50**  
Sprints, Modifieds, Pure Stocks, and Pony Stocks

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May 07 - Friday

**Red Carpet Night** (Introduction of sponsors)  
Late Models, Modifieds, Pure Stocks, and Pony Stocks

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May 14 - Friday

Sprints, Pure Stocks, Pony Stocks, and Dwarfs

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May 16 - Sunday  
*Special Show Pricing*

**Brian Heeney "Wild Child" Mod 100**  
**Slugfest #1 / Pure & Pony Stock Figure 8's**  
Modifieds, Sportsmans, Pure Stocks, and Pony Stocks

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May 21 - Friday

**Autograph Night**  
Late Models, Modifieds, Pure Stocks, and Pony Stocks

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May 28 - Friday

**MOD 50**  
Sprints, Modifieds, Pure Stocks, and Pony Stocks

---

June 04 - Friday

**Scout Night, Push Car Awards Night**  
Late Models, Modifieds, Pure Stocks, and Pony Stocks

---

June 11 - Friday

**MOD 50**  
**Kids Night - Bike Give Away**  
Sprints, Modifieds, Pure Stocks, and Pony Stocks

**Beacon Sales and Service**

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June 18 - Friday

**MOD 50**  
Modifieds, Pure Stocks, Pony Stocks, and Dwarfs

---

June 20 - Sunday  
*Fathers Day*  
Special Show Pricing

**Stan Perry (The Godfather) Late Model 75**  
**Slugfest #2 / Pure & Pony Stock Figure 8's**  
Late Models, Sportsmans, Pure Stocks, and Pony Stocks

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June 25 - Friday

**Sportsman 50** ([Payout](#))  
**Burn-Out Contest**  
Late Models, Sportsmans, Pure Stocks, and Pony Stocks

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July 02 - Friday

**MOD 50**  
**Motorcycle Night** (Motorcycles enter general admission at half price plus parade laps at intermission)  
Sprints, Modifieds, Pure Stocks, and Pony Stocks

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July 09 - Friday

**MOD 50**  
Modifieds, Pure Stocks, Pony Stocks, and Legends

---

July 11 - Sunday  
Special Show Pricing

**"Chargin Charlie Ryan Jr." Late Model 75**  
**(Full Invert)**  
**Slugfest #3 / Pure & Pony Stock Figure 8's**  
Late Models, Sportsmans, Pure Stocks, and Pony Stocks

**B & L Truck Caps**

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July 16 - Friday

**Topless Night** (Convertibles enter general admission gate at half price plus parade laps at intermission)  
Sprints, Modifieds, Pure Stocks, and Pony Stocks

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July 23 - Friday

Late Models, Modifieds, Pure Stocks, and Pony Stocks

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July 30 - Friday  
Special Show Pricing

**#1 School Bus Figure 8 - Trailer Race/Flag**  
**Pole Race** (*Rain date 8-06*)

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August 06 - Friday

**MOD 50**  
Sprints, Modifieds, Pure Stocks, and Pony Stocks  
OR  
**School Bus Figure 8 rain date for 7/30**  
(Special Show Pricing)

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August 08 - Sunday  
Special Show Pricing

**Late Model 75**  
**Slugfest #4 / Pure & Pony Stock Figure 8's**  
Late Models, Sportsmans, Pure Stocks, and Pony Stocks

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August 13 - Friday

Late Models, Modifieds, Pure Stocks, and Pony Stocks

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August 20 - Friday

**MOD 50**  
**Spectator Drags**  
Sprints, Modifieds, Pure Stocks, and Pony Stocks

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August 27 - Friday

**Season Championship Night**  
Late Models, Modifieds, Pure Stocks, and Pony Stocks

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September 03 - Friday

**Season Championship for Sprints**  
Sprints, Pure Stocks, Pony Stocks, and Legends

---

September 05 - Sunday  
Special Show Pricing

**"Harvest 300"** *(Rain date 9-12)*  
**Slugfest #5 / Pure & Pony Stock Figure 8's**  
Late Models, Modifieds, Sportsmans  
Pure Stocks and Pony Stocks

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September 10 - Friday  
Special Show Pricing

**FUN NIGHT**  
**#2 School Bus Figure 8 / Trailer Race**  
**Flag Pole Race / Powder Puff**  
Modifieds, Pure Stocks and Pony Stocks

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September 12 - Sunday  
Special Show Pricing

Harvest rain date for 9-05

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September 17 - Friday  
Special Show Pricing

Fun Night rain date for 9-10

**DELHI CHARTER TOWNSHIP**

**MEMORANDUM**

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** March 10, 2010

**RE:** Grant Agreement between the State of Michigan Department of Energy, Labor and Economic Growth and Delhi Charter Township

---

Enclosed for your review and approval is a Grant Agreement between the State of Michigan Department of Energy, Labor and Economic Growth and Delhi Charter Township in the amount of \$112,847 with no matching funds required.

In October last year the Township Board approved Resolution No. 2009-036 which supported the submission of a grant application to the State of Michigan to try and secure grant money to 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.

In February, the Township was notified that Delhi Township was awarded \$112,847 under the Energy Efficiency & Conservation Multi-purpose Block Grant. This grant requires no matching funds from the Township. Our attorney, Dick Robinson, has reviewed the Grant Agreement and finds it acceptable.

Therefore, I recommend the Township Board approve the Grant Agreement between the State of Michigan Department of Energy, Labor and Economic Growth and Delhi Charter Township in the amount of \$112,847 with no matching funds required.

**Recommended Motion:**

**To approve the Grant Agreement between the State of Michigan Department of Energy, Labor and Economic Growth and Delhi Charter Township in the amount of \$112,847 with no matching funds required by Delhi Township for the purpose of evaluating and implementing ways to make the Township more energy efficient.**



STATE OF MICHIGAN  
DEPARTMENT OF ENERGY LABOR & ECONOMIC GROWTH  
LANSING

JENNIFER M. GRANHOLM  
GOVERNOR

STANLEY "SKIP" PRUSS  
DIRECTOR

February 10, 2010

Sandra Diroka  
Delhi Charter Township  
5961 McCue Road  
Holt MI 48842-8651

Dear Ms. Diroka:

The Department of Energy, Labor and Economic Growth (DELEG) Bureau of Energy Systems (BES) is pleased to inform Delhi Charter Township that \$112,847 has been awarded under the Energy Efficiency & Conservation Multi-purpose Block Grant.

To indicate acceptance of the enclosed grant agreement, please sign the three signature pages, return two to the Grant Administrator, and retain the other *and* the grant agreement for your records. Additionally, please complete and return with the two signature pages, the attached Single Audit Memorandum for the current fiscal year.

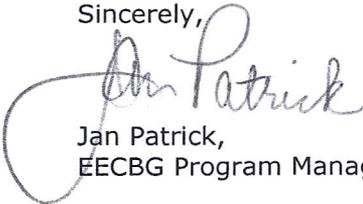
Please reference the grant number BES-10-125 for all communication with DELEG/BES and send a hard copy of grant related correspondence to the following Grant Administrator:

Tom Krupiarz, Grant Administrator  
Bureau of Energy Systems  
Department of Energy, Labor, and Economic Growth  
PO Box 30221  
Lansing, MI 48909-7721

Please watch for information on an upcoming webinar to take place in February regarding reporting requirements for this grant. Details will follow.

If you have any questions, please contact the Grant Administrator at (517) 241-6184, fax (517) 241-6229, or email [krupiarzt@michigan.gov](mailto:krupiarzt@michigan.gov). Congratulations on your award! We look forward to working with you to advance energy efficiency.

Sincerely,

  
Jan Patrick,  
EECBG Program Manager

Enclosures

c: Tom Krupiarz

Bureau of Energy Systems  
611 W. OTTAWA • PO BOX 30221 • LANSING, MICHIGAN 48909  
[www.michigan.gov/deleg](http://www.michigan.gov/deleg) • (517) 241-6228

DELEG is an equal opportunity employer/program.  
Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

GRANT BETWEEN  
THE STATE OF MICHIGAN  
DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH  
AND  
DELHI CHARTER TOWNSHIP

GRANTEE/ADDRESS:

Sandra Diorka, Director of Public Services  
Delhi Charter Township  
5961 McCue Road  
Holt, MI 48842-8651  
Phone: (517) 694-2136  
Fax: (517) 699-3847  
E-mail: Sandra.Diorka@delhitownship.com

GRANT ADMINISTRATOR/ADDRESS:

Tom Krupiarz  
Bureau of Energy Systems  
Department of Energy, Labor & Economic Growth  
PO Box 30221  
Lansing, MI 48909-7721  
Phone: (517) 241-6184  
Fax: (517) 241-6229  
E-mail: krupiarzt@michigan.gov

GRANT PERIOD:

From 02/01/2010 to 01/31/2011

TOTAL AUTHORIZED BUDGET: \$112,847

Federal Contribution: \$	112,847
State Contribution: \$	
Local Contribution: \$	
Other Contributions: \$	

ACCOUNTING DETAIL:

Index/PCA No.: 89310  
Fed I.D. No.: 38-6019639  
CFDA #: 81.128

## GRANT

This is Grant # BES-10-125 between the Department of Energy, Labor & Economic Growth (Grantor), and Delhi Charter Township (Grantee), subject to terms and conditions of this grant agreement (Agreement).

### 1.0 Statement of Purpose

Multi-Purpose: The purpose of the Energy Efficiency & Conservation Block Grant Program (EECBG) Multi-Purpose Grants is to 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.

### 1.1 Statement of Work

The Grantee agrees to undertake, perform, and complete the following project:

Multi-Purpose: The Grantee will implement energy efficiency and conservation strategies to reduce fossil fuel emissions and total energy use and to improve energy efficiency in the transportation, and/or building, and/or other sectors. The Grantee should be able to document improved energy efficiency, a reduction of greenhouse gas emissions, a reduction of total energy use, and/or the creation or retention of jobs.

More specifically, the Grantee intends to use grant funds to conduct a detailed technical energy analysis (TEA) of the Delhi Charter Township Community Services Center (CSC) to identify a phased implementation program for the most cost-effective Energy Conservation Opportunities (ECOs). The Grantee also will implement two previously developed ECOs: Replacing the CSC HVAC controls with integrated controls to include the Delhi Senior Center, Publicly Owned Treatment Works (POTW) facility and the Maintenance Building and, replacing four existing 175 watt and twenty-four 250 watt metal halide parking lot lamps with 3-bar and 6-bar LED fixtures. The Grantee will also educate Township residents and businesses on the efficiency of LED lighting conversion implemented at the CSC. This will be used to support and advance revising the Township ordinances to require or provide incentive for LED deployment in future public and private applications.

These services are more specifically described in the Grantee's Accepted Proposal, Attachment A.

### 1.2 Detailed Budget

(a) This Agreement does not commit the State of Michigan (State) or the Department of Energy, Labor & Economic Growth (DELEG) to approve requests for additional funds at any time.

(b) If applicable, travel expenses will not be reimbursed at rates greater than the State Travel Rates, Attachment C, without the prior written consent of the Grant Administrator.

(c) Attachment B is the Budget. The Grantee agrees that all funds shown in the Budget are to be spent as detailed in the Budget.

Changes in the Budget of less than 5% of the total line item amount do not require prior written approval, but Grantee must provide notice to the Grant Administrator.

Changes in the Budget equal to or greater than 5% of the total line item amount will be allowed only upon prior review and written approval by the Grant Administrator. A formal grant amendment must be signed by both the Grantor and Grantee.

### 1.3 Payment Schedule

The maximum amount of grant assistance offered is \$112,847. Progress payments up to a total of 85% of the Total Authorized Budget may be made upon submission of a Grantee request indicating grant funds received to date, project expenditures to date (supported with computer printouts of accounts, general ledger sheets, balance sheets, etc.), and objectives completed to date. Backup documentation such as computer printouts of accounts, ledger sheets, check copies, etc. shall be maintained for audit purposes in order to comply with this Agreement. The payment of the final 15% of the grant amount shall be made after completion of the project and after the Grant Administrator has received and approved a final report, if applicable. The final payment is also contingent upon the submission of a final invoice that includes expenditures of grant funds reported by line item and compared to the approved Budget.

Public Act 279 of 1984 states that the state shall take all steps necessary to assure that payment for goods or services, is mailed within 45 days after receipt of the goods or services, a complete invoice for goods or services, or a complete contract for goods or services, whichever is later.

### 1.4 Monitoring and Reporting Program Performance

A. Monitoring. The Grantee shall monitor performance to assure that time schedules are being met and projected work by time period is being accomplished.

B. Quarterly Reports. The Grantee shall submit to the Grant Administrator **quarterly** performance reports that briefly present the following information:

1. Percent of completion of the project objectives. This should include a brief outline of the work accomplished during the reporting period and the work to be completed during the subsequent reporting period.
2. Brief description of problems or delays, real or anticipated, which should be brought to the attention of the Grant Administrator.
3. Statement concerning any significant deviation from previously agreed-upon Statement of Work.

C. Quarterly Reports. The Grantee shall submit ARRA Fiscal Reporting **quarterly** in accordance with Attachments D-1 and D-2.

- D. A Final Report is required. The Grantee will do the following:
1. Submit 1 draft electronic copy of the final report no later than March 2, 2011 for review by the Grant Administrator.
  2. After the Grant Administrator has determined the completeness and factual accuracy of the report, the Grantee shall submit 1 final electronic copy of the report to the Grant Administrator.
  3. The final report will include the following information:
    - a. A summary of the project implementation plan and any deviations from the original project as proposed.
    - b. Accomplishments and problems experienced while carrying out the project activities.
    - c. Coordinated efforts with other organizations to complete the project.
    - d. Impacts, anticipated and unanticipated, experienced as a result of the project implementation.
    - e. Financial expenditures of grant money and other contributions to the project, in-kind and/or direct funding.
    - f. Any experience in applying the project products and anticipated “next steps”.
    - g. Actual Budget expenditures compared to the Budget in this Agreement. Include the basis or reason for any discrepancies.

## **PART II - GENERAL PROVISIONS**

### **2.1 Project Changes**

Grantee must obtain prior written approval for major project changes from the Grant Administrator

### **2.2 Record Retention**

The Grantee shall retain all financial records, supporting documents, statistical records, and all other pertinent records for a period of seven (7) years or greater as provided by law following the creation of the records or documents.

### **2.3 Project Income**

To the extent that it can be determined that interest was earned on advances of funds, such interest shall be remitted to the Grantor. All other program income shall either be added to the project budget and used to further eligible program objectives or deducted from the total program budget for the purpose of determining the amount of reimbursable costs. The final determination shall be made by the Grant Administrator.

### **2.4 Share-in-savings**

The Grantor expects to share in any cost savings realized by the Grantee. Therefore, final Grantee reimbursement will be based on actual expenditures. Exceptions to this requirement must be approved in writing by the Grant Administrator.

### **2.5 Order of Spending**

Unless otherwise required, Grantee shall expend funds in the following order: (1) private or local funds, (2) federal funds, and (3) state funds. Grantee is responsible for securing any required matching funds from sources other than the State.

### **2.6 Purchase of Equipment**

The purchase of equipment not specifically listed in the Budget, Attachment B, must have prior written approval of the Grant Administrator. Equipment is defined as non-expendable personal property having a useful life of more than one year. Such equipment shall be retained by the Grantee unless otherwise specified at the time of approval.

### **2.7 Accounting**

The Grantee shall adhere to the Generally Accepted Accounting Principles and shall maintain records which will allow, at a minimum, for the comparison of actual outlays with budgeted amounts. The Grantee's overall financial management system must ensure effective control over and accountability for all funds received. Accounting records must be supported by source documentation including, but not limited to, balance sheets, general ledgers, time sheets and invoices. The expenditure of state funds shall be reported by line item and compared to the Budget.

### **2.8 Audit**

The Grantee agrees that the State may, upon 24-hour notice, perform an audit and/or monitoring review at Grantee's location(s) to determine if the Grantee is complying with the requirements of the Agreement. The Grantee agrees to cooperate with the State during the audit and/or monitoring review and produce all records and documentation that verifies compliance with the Agreement requirements. The Grantor may require the completion of an audit before final payment.

If the Grantee is a governmental or non-profit organization and expends the minimum level specified in OMB Circular A-133 (\$500,000 as of June 27, 2003) or more in total federal

funds in its fiscal year, then Grantee is required to submit a Single Audit report to all agencies that provided federal funds to the entity during the fiscal year being audited.

If the Grantee is a commercial or for profit organization which is a recipient of Workforce Investment Act Title I funds and expends more than the minimum level specified in Office of Management and Budget (OMB) Circular A-133 (\$500,000 as of June 27, 2003), then the Grantee must have either an organization-wide audit conducted in accordance with A-133 or a program specific financial and compliance audit conducted. Section .320(a) of OMB Circular A-133 states the Single Audit report must be submitted to the Grantor within thirty (30) days after the completion of the audit, but no later than nine (9) months after the end of the Grantee's fiscal year.

## **2.9 Competitive Bidding**

The Grantee agrees that all procurement transactions involving the use of state funds shall be conducted in a manner that provides maximum open and free competition. When competitive selection is not feasible or practical, the Grantee agrees to obtain the written approval of the Grant Administrator before making a sole source selection. Sole source contracts should be negotiated to the extent that such negotiation is possible.

## **3.0 Liability**

The State is not liable for any costs incurred by the Grantee before the start date or after the end date of this Agreement. Liability of the State is limited to the terms and conditions of this Agreement and the grant amount.

## **3.1 Intellectual Property**

Grantee grants to the Grantor a non-exclusive, royalty-free, site-wide, irrevocable, transferable license to use the Deliverables and related documentation according to the terms and conditions of this Agreement. For the purposes of this license, "site-wide" includes any State of Michigan office regardless of its physical location.

The Grantor may modify the Deliverable and may combine the Deliverable with other programs or materials to form a derivative work. The Grantor will own and hold all copyright, trademarks, patent and other intellectual property rights in any derivative work, excluding any rights or interest in Deliverable other than those granted in this Agreement.

The Grantor may copy each Deliverable to multiple hard drives or networks unless otherwise agreed by the parties.

The Grantor will make and maintain no more than one archival copy of each Deliverable, and each copy will contain all legends and notices and will be subject to the same conditions and restrictions as the original. The Grantor may also make copies of the Deliverable in the course of routine backups for the purpose of recovery of contents.

In the event that the Grantee shall, for any reason, cease to conduct business, or cease to support the Deliverable, the Grantor shall have the right to convert these licenses into perpetual licenses, with rights of quiet enjoyment, but subject to payment obligations not to exceed the then current rates.

### **3.2 Safety**

The Grantee, all contractors, and subcontractors are responsible for insuring that all precautions are exercised at all times for the protection of persons and property. Safety provisions of all Applicable Laws and building and construction codes shall be observed. The Grantee, contractors, and every subcontractor are responsible for compliance with all federal, state and local laws and regulations in any manner affecting the work or performance of this Agreement and shall at all times carefully observe and comply with all rules, ordinances, and regulations. The Grantee, all contractors and subcontractors shall secure all necessary certificates and permits from municipal or other public authorities as may be required in connection with the performance of this Agreement.

### **3.3 Indemnification**

Inasmuch as each party to this grant is a governmental entity of the State of Michigan, each party to this grant must seek its own legal representation and bear its own costs; including judgments, in any litigation which may arise from the performance of this grant. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

### **3.4 Cancellation**

The State may terminate this Agreement without further liability or penalty to the State, its departments, divisions, agencies, offices, commissions, officers, agents and employees for any of the following reasons:

(a) Termination for Cause

In the event that Grantee breaches any of its material duties or obligations under this Agreement or poses a serious and imminent threat to the health and safety of any person, or the imminent loss, damage or destruction of any real or tangible personal property, the State may terminate this Agreement immediately in whole or in part, for cause, as of the date specified in the notice of termination. In the event that this Agreement is terminated for cause, in addition to any legal remedies otherwise available to the State by law or equity, Grantee shall be responsible for all costs incurred by the State in terminating this Agreement, including but not limited to, State administrative costs, reasonable attorneys' fees and court costs, and any reasonable additional costs the State may incur.

(b) Termination for Convenience

The State may terminate this Agreement for its convenience, in whole or part, if the State determines that such a termination is in the State's best interest. Reasons for such termination shall be left to the sole discretion of the State and may include, but not necessarily be limited to (a) the State no longer needs the Services or products specified in the Agreement, (b) relocation of office, program changes, changes in laws, rules, or regulations make implementation of the services no longer practical or feasible. The State may terminate this Agreement for its convenience, in whole or in part, by giving Grantee written notice at least thirty (30) days prior

to the date of termination. If the State chooses to terminate this Agreement in part, the Budget shall be equitably adjusted to reflect those reductions.

(c) **Non-Appropriation**

Grantee acknowledges that continuation of this Agreement is subject to appropriation or availability of funds for this Agreement. If funds to enable the State to effect continued payment under this Agreement are not appropriated or otherwise made available (including the federal government suspending or halting the program or issuing directives preventing the State from continuing the program), the State shall have the right to terminate this Agreement, in whole or in part, at the end of the last period for which funds have been appropriated or otherwise made available by giving written notice of termination to Grantee. The State shall give Grantee at least thirty (30) days advance written notice of termination for non-appropriation or unavailability (or such time as is available if the State receives notice of the final decision less than thirty (30) days before the funding cutoff). In the event of a termination under this section, the Grantee shall, unless otherwise directed by the State in writing, immediately take all reasonable steps to terminate its operations and to avoid and/or minimize further expenditures under the Agreement.

(d) **Criminal Conviction**

The State may terminate this Agreement immediately and without further liability or penalty in the event Grantee, an officer of Grantee, or an owner of a 25% or greater share of Grantee is convicted of a criminal offense incident to the application for, or performance of, a State, public or private contract or subcontract or grant; convicted of a criminal offense, including any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under State or federal antitrust statutes; or convicted of any other criminal offense which in the sole discretion of the State reflects upon Grantee's business integrity.

(e) **Approvals Rescinded**

The State may terminate this Agreement without further liability or penalty in the event any final administrative or judicial decision or adjudication disapproves a previously approved request for purchase of personal services pursuant to Constitution 1963, Article 11, § 5, and Civil Service Rule 7-1. Termination may be in whole or in part and may be immediate as of the date of the written notice to Grantee or may be effective as of the date stated in such written notice.

### **3.5 No State Employees or Legislators**

No member of the Legislature or Judiciary of the State of Michigan or any individual employed by the State shall be permitted to share in this Agreement, or any benefit that arises from this Agreement.

### **3.6 Non-Discrimination**

In the performance of the Agreement, Grantee agrees not to discriminate against any employee or applicant for employment, with respect to his or her hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, ancestry, age, sex, height, weight, marital status, physical or mental disability. Grantee further agrees that every subcontract entered into for the performance of this Agreement will contain a provision requiring non-discrimination in employment, as here specified, binding upon each subcontractor. This covenant is required

pursuant to the Elliott Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, *et seq.* and the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, *et seq.*, and any breach of this provision may be regarded as a material breach of the Agreement.

### **3.7 Unfair Labor Practices**

Pursuant to 1980 PA 278, MCL 423.231, *et seq.*, the State shall not award a grant or subcontract to an employer whose name appears in the current register of employers failing to correct an unfair labor practice compiled pursuant to section 2 of the Act. This information is compiled by the United States National Labor Relations Board. A Grantee, in relation to the Agreement, shall not enter into a contract with a subcontractor, manufacturer, or supplier whose name appears in this register. Pursuant to section 4 of 1980 PA 278, MCL 423.324, the State may void any Agreement if, subsequent to award of the Agreement, the name of Grantor as an employer or the name of the subcontractor, manufacturer or supplier of Grantor appears in the register.

### **3.8 Certification Regarding Debarment**

The Grantee certifies, by signature to this Agreement, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Agreement by any federal or State department or agency. If the Grantee is unable to certify to any portion of this statement, the Grantee shall attach an explanation to this Agreement.

### **3.9 Illegal Influence**

(a) The Grantee certifies, to the best of his or her knowledge and belief that:

(1) No federal appropriated funds have been paid nor will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this grant, the Grantee shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The Grantee shall require that the language of this certification be included in the award documents for all grants or subcontracts and that all subrecipients shall certify and disclose accordingly.

The State has relied upon this certification as a material representation. Submission of this certification is a prerequisite for entering into this Agreement imposed by 31 USC § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

(b) The Grantee certifies, to the best of his or her knowledge and belief that no state funds have been paid nor will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any State agency, a member of the Legislature, or an employee of a member of the Legislature in connection with the awarding of any state contract, the making of any state grant, the making of any state loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any state contract, grant, loan or cooperative agreement.

#### **4.0 Governing Law**

The Agreement shall in all respects be governed by, and construed in accordance with, the substantive laws of the State of Michigan without regard to any Michigan choice of law rules that would apply the substantive law of any other jurisdiction to the extent not inconsistent with, or pre-empted by federal law.

#### **4.1 Compliance with Laws**

Grantee shall comply with all applicable state, federal, and local laws and ordinances (“Applicable Laws”) in performing this Agreement. Also, see the State of Michigan Bureau of Energy Systems website: <http://www.michigan.gov/dleg/0,1607,7-154-25676-227498--,00.html> for the Final Davis Bacon Act (DBA) Clauses and National Policy Assurances.

#### **4.2 Jurisdiction**

Any dispute arising from the Agreement shall be resolved in the State of Michigan. With respect to any claim between the parties, Grantee consents to venue in Ingham County, Michigan, and irrevocably waives any objections it may have to such jurisdiction on the grounds of lack of personal jurisdiction of such court or the laying of venue of such court or on the basis of forum non conveniens or otherwise. Contractor agrees to appoint agents in the State of Michigan to receive service of process.

#### **4.3 Assignment**

Grantee shall not have the right to assign the Agreement, or to assign or delegate any of its duties or obligations under the Agreement, to any other party (whether by operation of law or otherwise), without the prior written consent of the Grantor. Any purported assignment in violation of this section shall be null and void.

#### **4.4 Entire Agreement**

The Agreement, including any Attachments, constitutes the entire agreement between the parties with respect to the grant and supersedes all prior agreements, whether written or oral, with respect to such subject matter.

#### **4.5 Independent Contractor Relationship**

The relationship between the State and Grantee is that of client and independent Contractor. No agent, employee, or servant of Grantee or any of its Subcontractors shall be or shall be deemed to be an employee, agent or servant of the State for any reason. Grantee will be solely and entirely responsible for its acts and the acts of its agents, employees, servants and subcontractors during the performance of the Agreement.

#### **4.6 Conflicts**

In the event of a conflict between the terms of this Agreement and any federal or state laws or regulations, the federal or state laws or regulations will supersede any contrary term contained in this Agreement.

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## Addendum to Part II – General Provisions

### SOLICITATION & AWARD TERMS FOR GRANT AGREEMENTS THAT INCLUDE FUNDS UNDER THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009, PUBLIC LAW 111-5

Grant Agreements must require recipients and sub-recipients to:

1. **Maintain current registrations in the Central Contractor Registration (CCR) database.**  
<http://www.ccr.gov/>
2. **Report quarterly on project activity status in addition to any reporting requirements that currently apply to recipients of federal funds**
3. **Follow Buy American guidelines (Sec. 1605 of ARRA Act and Sec. 5.020 of this document)**
4. **Implement wage rate requirements (Sec. 1606 of ARRA Act and Sec. 5.030 of this document)**
5. **Ensure proper accounting and reporting of Recovery Act expenditures in Single Audits.**

Terms and Conditions for American Recovery and Reinvestment (ARRA) of 2009 Funded Grants..... 14

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## Terms and Conditions for American Recovery and Reinvestment (ARRA) of 2009 Funded Grants

### 5.000 Sub-Recipients Requirements

Grantee shall include these terms, including this requirement, in any of its subcontracts or subgrants in connection with projects funded in whole or in part with funds available under the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5.

### 5.010 Reporting & Registration Requirements (Section 1512)

Division A, Title XV, Section 1512 of the ARRA outlines reporting requirements. Not later than ten calendar days after the end of each calendar quarter, the State must submit a report that, at a minimum, contains the information specified in Section 1512 of the ARRA. It is imperative all grants involving the use of ARRA funds include requirements that the Grantee supply the State with the necessary information to provide these reports (see RFP Section 1.042 Reports) in a timely manner. More detail will follow regarding the timing and submission of reports.

The Grantee's failure to provide complete, accurate, and timely reports shall constitute an "Event of Default". Upon the occurrence of an Event of Default, the state department or agency may terminate this grant upon 30 days prior written notice if the default remains uncured within five calendar days following the last day of the calendar quarter, in addition to any other remedy available to the state department or agency in law or equity.

### 5.020 Buy American Requirement (Section 1605)

#### **5.022 REQUIRED Use of American Iron, Steel, and Other Manufactured Goods**

(a) **Definitions.** As used in this Section 5.020 —

"Designated Country" means Aruba, Australia, Austria, Belgium, Bulgaria, Chile, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hong Kong, Hungary, Iceland, Ireland, Israel, Italy, Japan, Korea (Republic of), Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Singapore, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, and United Kingdom.

"Designated country iron, steel, and/or manufactured goods" mean iron, steel and/or a manufactured good that:

- (1) Is wholly the growth, product or manufacture of a Designated Country; or
- (2) In the case of a manufactured good that consists in whole or in part of materials from another country, has been substantially transformed in a Designated County into a new and different manufactured good distinct from the materials from which it was transformed.

"Domestic iron, steel and/or manufactured good" is iron, steel and/or a manufactured good that:

- (1) Is wholly the growth, product or manufacture of the United States; or
- (2) In the case of a manufactured good that consists in whole or in part of materials from another county, has been substantially transformed in the United States into a new and different manufactured good distinct from the materials from which it was transformed. There is no requirement with regard to the origin of components or subcomponents in manufactured goods or products, as long as the manufacture of goods occurs in the United States.

"Federal Agency" means the department or agency of the federal government that awarded funds to the State of Michigan from the ARRA that finance the project described in this RFP.

"Foreign iron, steel and/or manufactured good" means iron, steel and/or manufactured good that is not domestic or Designated country iron, steel and/or manufactured goods.

"Manufactured good" means a good brought to the construction site for incorporation into the building or work that has been--

- (1) Processed into a specific form and shape; or
- (2) Combined with other raw material to create a material that has different properties than the properties of the individual raw materials.

"Public building" and "public work" means a public building of, and a public work of, a governmental entity (the United States; the District of Columbia; commonwealths, territories, and minor outlying islands

of the United States; State and local governments; and multi-State, regional, or interstate entities which have governmental functions). These buildings and works may include, without limitation, bridges, dams, plants, highways, parkways, streets, subways, tunnels, sewers, mains, power lines, pumping stations, heavy generators, railways, airports, terminals, docks, piers, wharves, ways, lighthouses, buoys, jetties, breakwaters, levees, and canals, and the construction, alteration, maintenance, or repair of such buildings and works.

“Steel” means an alloy that includes at least 50 percent iron, between .02 and 2 percent carbon, and may include other elements.

(b) *Domestic preference.*

(1) This term and condition implements:

(i) Section 1605(a) of Division A, Title XVI of the ARRA by requiring that all iron, steel, and manufactured goods used in the public building or public work are produced in the United States; and

(ii) Section 1605(d) of Division A, Title XVI of the ARRA, which requires the application of the Buy American requirement in a manner consistent with U.S. obligations under international agreements. The restrictions of Section 1605 of the ARRA do not apply to Designated country iron, steel, and/or manufactured goods procured for projects with an estimated value of \$7,433,000 or more.

(2) The Grantee shall use only domestic or Designated country iron, steel and/or manufactured goods in performing work funded in whole or in part with funds available under the ARRA, except as provided in subparagraphs (3) and (4) of this paragraph (b).

(3) The requirement in paragraph (2) of this Section 5.022(b) does not apply to the material listed by the Federal Agency as follows: none

(4) The Federal Agency may add other iron, steel, and/or manufactured goods to the list in paragraph (b) (3) of this Section if the Federal government determines that—

(i) The cost of the domestic iron, steel, and/or manufactured goods would be unreasonable. The cost of domestic iron, steel, or manufactured goods used in the project is unreasonable when the cumulative cost of such material will increase the cost of the overall project by more than 25 percent;

(ii) The iron, steel, and/or manufactured good is not produced, or manufactured in the United States in sufficient and reasonably available quantities and of a satisfactory quality; or

(iii) The application of section 1605 of the ARRA would be inconsistent with the public interest.

(c) *Request for determination of inapplicability of Section 1605 of the ARRA.*

(1)(i) Any Bidder's request to use foreign iron, steel, and/or manufactured goods in accordance with paragraph (b) (4) of this Section shall include adequate information for Federal Agency evaluation of the request, including—

(A) A description of the foreign and domestic iron, steel, and/or manufactured goods;

(B) Unit of measure;

(C) Quantity;

(D) Cost;

(E) Time of delivery or availability;

(F) Location of the project;

(G) Name and address of the proposed supplier; and

(H) A detailed justification of the reason for use of foreign iron, steel, and/or manufactured goods cited in accordance with paragraph (b)(3) of this term and condition.

(ii) A request based on unreasonable cost shall include a reasonable survey of the market and a completed cost comparison table in the format in paragraph (d) of this Section.

(iii) The cost of iron, steel, and/or manufactured goods material shall include all delivery costs to the construction site and any applicable duty.

(iv) Any Grantee's request for a determination submitted after ARRA funds have been obligated for a project for construction, alteration, maintenance, or repair shall explain why the Grantee could not reasonably foresee the need for such determination and could not have requested the determination before the funds were obligated. If the Grantee does not submit a satisfactory explanation, the Federal Agency need not make a determination.

(2) If the Federal Agency determines after funds have been obligated for a project for construction, alteration, maintenance, or repair that an exception to section 1605 of the ARRA applies, the State will amend the grant to allow use of the foreign iron, steel, and/or relevant manufactured goods. When the basis for the exception is nonavailability or public interest, the amended grant shall reflect adjustment of

the grant amount, redistribution of budgeted funds, and/or other actions taken to cover costs associated with acquiring or using the foreign iron, steel, and/or relevant manufactured goods. When the basis for the exception is the unreasonable cost of the domestic iron, steel, or manufactured goods, the State shall adjust the award amount or redistribute budgeted funds by at least the differential established in 2 CFR 176.110(a).

(3) Unless the Federal Agency determines that an exception to section 1605 of the ARRA applies, use of foreign iron, steel, and/or manufactured goods is noncompliant with section 1605 of the American Recovery and Reinvestment Act.

(d) Data. To permit evaluation of requests under subparagraph (b)(4) of this Section based on unreasonable cost, the Bidder shall include the following information and any applicable supporting data based on the survey of suppliers:

FOREIGN AND DOMESTIC ITEMS COST COMPARISON				
Description	Unit of Measure	Quantity	Cost (Dollars)*	
<b>Item 1:</b>				
Foreign steel, iron, or manufactured good	_____	_____	_____	
Domestic steel, iron, or manufactured good	_____	_____	_____	
<b>Item 2:</b>				
Foreign steel, iron, or manufactured good	_____	_____	_____	
Domestic steel, iron, or manufactured good				
<p>[List name, address, telephone number, email address, and contact for suppliers surveyed. Attach copy of response; if oral, attach summary.]</p> <p>[Include other applicable supporting information.]</p> <p>[* Include all delivery costs to the construction site.]</p>				

**5.024 Notice of Required Use of American Iron, Steel, and Other Manufactured Goods**

**REQUIRED USE OF AMERICAN IRON, STEEL, AND MANUFACTURED GOODS—SECTION 1605 OF THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009**

(a) Definitions. “Designated country iron, steel and/or manufactured goods,” “domestic iron, steel and/or manufactured goods”, “Federal Agency”, “Foreign iron, steel and/or manufactured good”, “Manufactured good,” “public building and public work,” and “steel,” as used in this Section, are defined in Section 5.022(a).

(b) **Requests for determinations of inapplicability.** A prospective Bidder requesting a determination regarding the inapplicability of section 1605 of the ARRA should submit the request to the Federal Agency in time to allow a determination before submission of applications or proposals. Bidders should provide a copy of this request to DELEG. The prospective applicant shall include the information and applicable supporting data required by paragraphs (c) and (d) of Section 5.022 of this RFP in the request. If Bidder has not requested a determination regarding the inapplicability of Section 1605 of the ARRA before submitting its application or proposal, or has not received a response to a previous request, the applicant shall include the information and supporting data in the application or proposal. The Federal Agency is sole entity authorized to make determinations regarding the inapplicability of Section 1605 of the ARRA.

(c) *Evaluation of project proposals.*

If the Federal Agency determines that an exception based on unreasonable cost of domestic iron, steel, and/or manufactured goods applies, the State will evaluate a project requesting an exception to the requirements of section 1605 of the ARRA by adding to the estimated total cost of the project 25 percent of the project cost, if foreign iron, steel, or manufactured goods are used in the project based on

unreasonable cost of comparable manufactured domestic iron, steel, and/or manufactured goods.

(d) Alternate project proposals.

(1) When a project proposal includes foreign iron, steel, and/or manufactured goods, other than Designated country iron, steel and/or manufactured goods, not listed in paragraph (b)(3) of the Section 6.022, the Bidder also may submit an alternate proposal based on use of equivalent domestic iron, steel, and/or manufactured goods.

(2) If an alternate proposal is submitted, the Bidder shall submit a separate cost comparison table prepared in accordance with paragraphs (c) and (d) of Section 5.022 of this RFP for the proposal that is based on the use of any foreign iron, steel, and/or manufactured goods for which the Federal Agency has not yet determined an exception applies.

(3) If the Federal Agency determines that a particular exception requested in accordance with paragraph (b) of Section 5.022 of this RFP does not apply, the State will evaluate only those proposals based on use of the equivalent domestic or designated country iron, steel, and/or manufactured goods, and the Grantee shall be required to furnish such domestic or designated country items.

#### **5.030 Wage Rate Requirements (Section 1606)**

All laborers and mechanics employed by grantees, subgrantees, contractors and subcontractors on projects funded in whole or in part with funds available under the ARRA shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality, as determined by the United States Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40 of the United States Code. (See ARRA Sec. 1606 & RFP Section 2.204 Prevailing Wage). The Secretary of Labor's determination regarding the prevailing wages applicable in Michigan is available at <http://www.gpo.gov/davisbacon/mi.html>.

#### **5.040 Inspection & Audit of Records**

The Grantee shall permit the United States Comptroller General or his representative or the appropriate inspector general appointed under section 3 or 8G of the Inspector General Act of 1998 or his representative (1) to examine any records that directly pertain to, and involve transactions relating to, this grant; and (2) to interview any officer or employee of the Grantee or any of its subcontractors/subgrantees regarding the activities funded with funds appropriated or otherwise made available by the ARRA.

#### **5.050 Whistle Blower Protection for Recipients of Funds**

Grantee shall not discharge, demote or otherwise discriminate against an employee for disclosures by the employee that the employee reasonably believes are evidence of: (1) gross mismanagement of a contract or grant relating to Covered Funds; (2) a gross waste of Covered Funds; (3) a substantial and specific danger to public health or safety related to the implementation or use of Covered Funds; an abuse of authority related to implementation or use of Covered Funds; or (5) a violation of law, rule, or regulation related to an agency grant (including the competition for or negotiation of a grant) or grant, awarded or issued relating to Covered Funds. In this Subsection, "Covered Funds" shall have the same meaning as set forth in Section 1553(g)(2) of Division A, Title XV of the ARRA.

(a) Recipient must post notice of the rights and remedies available to employees under Section 1553 of Division A, Title XV of the ARRA. (For the Michigan Civil Service Whistle Blowers Rule 2-10 link to: [http://www.michigan.gov/mdcs/0,1607,7-147-6877\\_8155-72500--,00.html](http://www.michigan.gov/mdcs/0,1607,7-147-6877_8155-72500--,00.html))

(b) The Grantee shall include the substance of this clause including this paragraph (b) in all subcontracts and subgrants.

**5.060 Funding of Programs**

The Grantee acknowledges that the programs supported with temporary federal funds made available by the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5, will not be continued with state financed appropriations once the temporary federal funds are expended.

**5.070 Fixed Price- Competitively Bid**

Grantee, to the maximum extent possible, shall award any subgrants or subcontracts funded, in whole or in part, with ARRA funds as fixed-price contracts through the use of competitive procedures.

**5.080 Segregation of Costs**

Grantee shall segregate obligations and expenditures of ARRA funds from other funding. No part of funds made available under the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5, may be comingled with any other funds or used for a purpose other than that of making payments for costs allowable under the ARRA.

**5.090 Publication**

All grant solicitations funded in whole or in part with ARRA funds will be posted on the respective DELEG bureau website. All grants resulting from the ARRA will be published on the State of Michigan's Recovery Web site, [www.michigan.gov/recovery](http://www.michigan.gov/recovery).

Grantee shall include the Michigan Recovery logo on all signage or other publications in connection with the activities funded by the State of Michigan through funds made available by the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5.

**5.100 Buy Michigan Preference**

A preference is given to products manufactured or services offered by Michigan-based firms if all other things are equal and if not inconsistent with federal statute (see MCL 18.1261).

**5.110 Non- Discrimination**

The Grantee shall comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and other civil rights laws applicable to recipients of Federal financial assistance (see RFP Section 2.201 Non-Discrimination).

**5.120 Prohibition on Use of Funds**

None of the funds made available under this grant may be used for any casino or other gambling establishment, aquarium, zoo, golf course, swimming pools, or similar projects.

**5.130 False Claims Act**

The Grantee shall promptly refer to an appropriate federal inspector general any credible evidence that a principal, employee, agent, contractor, sub-grantee, subcontractor or other person has committed a false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving those funds.

**5.140 Conflicting Requirements**

Where ARRA requirements conflict with existing state requirements, ARRA requirements control.

**5.150 Job Opportunity Posting Requirements**

Grantee shall post notice of job opportunities created in connection with activities funded in whole or in part with ARRA funds in the Michigan Talent Bank, [www.michworks.org/mtb](http://www.michworks.org/mtb).

## ADDENDUM II TO PART II – GENERAL PROVISIONS

### **5.020.1 Buy American Requirement (Section 1605)**

-Designated country means:

- (1) A World Trade Organization Government Procurement Agreement country,
- (2) A Free Trade Agreement (FTA) country, or
- (3) A United States-European Communities Exchange of Letters country

Countries not in the Addendum to Part II include Bahrain, Canada, Costa Rica, Dominican Republic, El Salvador, Guatemala, Honduras, Mexico, Morocco, Nicaragua, Oman and Peru.

### **5.090.1 Publication**

- a. You are encouraged to publish or otherwise make publicly available the results of the work conducted under the award.
- b. An acknowledgement of Federal support and a disclaimer must appear in the publication of any material, whether copyrighted or not, based on or developed under this project as follows:

Acknowledgement: "This material is based upon work supported by the Department of Energy under Award Number(s) *DE-EE0000753*."

Disclaimer: "This report was prepared as an account of work sponsored by an agency of the United States Government. Neither the United States Government nor any agency thereof, nor any of their employees, make any warranty, express or implied, or assumes any legal liability or responsibility for the accuracy, completeness, or usefulness of any information, apparatus, product, or process disclosed, or represents that its use would not infringe privately owned rights. Reference herein to any specific commercial product, process, or service by trade name, trademark, manufacturer, or otherwise does not necessarily constitute or imply its endorsement, recommendation, or favoring by the United States Government or any agency thereof. The views and opinions of authors expressed herein do not necessarily state or reflect those of the United States Government or any agency thereof."

**4.7 Signatories**

The signatories warrant that they are empowered to enter into this Agreement and agree to be bound by it.

  
\_\_\_\_\_  
Stanley F. Pruss, Director  
Department of Energy, Labor & Economic Growth  
State of Michigan

2-8-10  
\_\_\_\_\_  
Date

\_\_\_\_\_  
John Elsinga  
Township Manager  
Delhi Charter Township

\_\_\_\_\_  
Date

GRANT NO. BES-10-125

**V-A Identification of Organization**

Applicant Delhi Charter Township, Ingham County, Michigan  
2074 Aurelius Road  
Holt, MI 48842  
Phone: (517) 694-2135

Federal EID 38-6019639

**V-B Authorized Negotiator**

Authorized Negotiator Mr. John Elsinga, Township Manager  
2074 Aurelius Road  
Holt, MI 48842  
Phone: (517) 694-2137  
Fax: (517) 699-3847  
Email: [John.Elsinga@delhitownship.com](mailto:John.Elsinga@delhitownship.com)

Additional Information The Delhi Charter Township Board of Trustees adopted Resolution 2009-036 (see Appendix 1) on October 20, 2009 authorizing Township Manager Mr. John Elsinga to apply for Michigan EECBG funds.

**V-C Management Summary**

Project Manager Ms. Sandra Diorka, M.P.A., Director of Public Services  
Delhi Charter Township  
5961 McCue Road  
Holt, MI 48842  
Phone: (517) 699-3873  
Fax: (517) 694-1490  
Email: [Sandra.Diorka@delhitownship.com](mailto:Sandra.Diorka@delhitownship.com)

Financial Manager Ms. Marion Frane, C.P.A., Director of Accounting  
Delhi Charter Township  
2074 Aurelius Road  
Holt, MI 48842  
Phone: (517) 268-3021  
Fax: (517) 268-3062  
Email: [Marian.Frane@delhitownship.com](mailto:Marian.Frane@delhitownship.com)

Contracting Process

All goods and services contracted as part of the EECBG will be administered in conformance with the Delhi Charter Township Purchasing Policy No. 199, adopted July 15, 2003 and amended November 15, 2005.

Policy provisions applicable to the EECBG funds include:

- "A minimum of three (3) written quotes shall be requested for all purchases over \$1,500."

- “Purchase orders are to be used to indicate prior approval for the purchase of goods and services. The purchase order is also used as a budgeting and management tool as well as a method for maintaining internal controls.”
- “Purchases from \$1,500 to \$10,000. Purchases in excess of \$1,500 shall be approved by the Township Manager.”
- “Purchases over \$10,000. The Township Board shall approve all purchases and contracts over \$10,000.”
- “Professional Services and Contracts. All professional services and contracts over \$1,500 are to be signed by the Township Manager. All professional services and contracts over \$10,000 must be approved by the Township Board.”

### Project Evaluation

The project will be evaluated by two methods:

1. Conformance to Township Resolution No. 2009-037. The Township adopted Resolution No. 2009-037 to reduce energy requirements at the Community Services Center ten percent (10%) by the year 2015 (see Appendix 2). Director of Public Services Sandra Diorka and Facility Supervisor Terry Powers began tabulating and monitoring CSC energy consumption and associated costs in January 2006 (see Appendix 3). They will continue to update these tables with Ms. Diorka providing annual reports to the Township Board.

2. Benchmark via the on-line Energy Star Program. The Township spent \$9,000 to hire an intern in January 2009 who began inputting data to the on-line Energy Star program for four (4) Township buildings, including the CSC (see Appendix 4). CSC energy consumption cannot currently be benchmarked against comparable facilities because of its multiple/mixed building use as Township Offices, library and fire station (see Section V-D Statement of the Problem below). A portion of the EECBG funds will be used to hire a consulting architecture/engineering firm certified in the “Rebuild Michigan” energy analysis process to conduct a Technical Energy Analysis (TEA) of the CSC. The ability to adequately classify and thus benchmark the CSC, as well as having experience in overall facility evaluation and assessment of municipal facilities, will be required as part of the TEA. Historical energy consumption will then be benchmarked against similar facilities and monitored for ongoing improvements.

### **V-D Statement of the Problem**

Township Administrative Offices were consolidated with the Holt Branch of the Capital Area District

Library and Township Fire Station #1 with the construction of a new 43,125 square-foot Community Services Center (CSC) in 1996. Despite the relatively young age of the building and continuous maintenance, a combination of design elements and construction techniques has led to on-going maintenance concerns with growing, associated energy costs. Such elements include: inefficient, drafty windows; poor insulation; a leaking roof; and insufficient controls for the HVAC.



The total annual energy cost of electricity and gas for the CSC has averaged \$81,775.33 over the last 3 years and 9 months since tabulated. These expenses account for a rather large 22% of the overall FY 2009 CSC operating budget of \$378,870, severely straining Township general funds.

In addition, a total of \$94,560 is projected to be spent in 2009 for Township labor (including burdened direct labor overhead expenses) associated solely with repair and maintenance of CSC issues such as leaking roof, window weather sealing and HVAC equipment repairs.

The Township intends to use the EECBG funds to extend and complement the many initiatives it has already undertaken for energy conservation:

2006

- Recycling Program – Delhi Charter Township partnered with Granger Container Service Incorporate to design and develop a local Recycle Center. Phase I of this partnership consisted of establishing the Drop-off Recycling Program. The Township built the recycle facility and spread awareness of the Drop-Off Recycling Program through several initiatives including the creation of “Gill” the fish as Delhi’s recycle and water quality ambassador. Phase II of the partnership consisted of a coordinated program for hard-to-handle waste materials. The objective of this effort was to divert prohibited waste from the landfill. A summary of the 2008 recycling success and associated energy savings is provided below:

**Delhi Township Recycling Volume - 2008**

Corrugated Cardboard	250,130	lbs
Newsprint	364,920	lbs
Mixed Paper	239,660	lbs
Clear Glass	69,340	lbs
Brown Glass	12,780	lbs
Tin	40,360	lbs
Mixed Plastic	<u>76,960</u>	lbs
<b>Total:</b>	<b>1,054,150</b>	<b>150 lbs / 527 tons</b>

- Energy Consumption Monitoring – After 10 years since completing construction of the CSC, the Township recognizes the growing burden of energy costs associated with the CSC. DPS began tabulating and monitoring energy consumption to use as guidance in identifying target goals for future cost-effective reduction.

2007

- Biomass to Energy Program – The Township uses a \$9.85 million Clean Water State Revolving Fund (CWSRF) loan to increase their wastewater treatment plant’s capacity for processing and reusing biosolids. The biosolids were stabilized through a process that captures methane gas to fuel two microturbines that can generate up to 60 kilowatts of electrical energy. This renewable source of onsite electricity and heat production is estimated to save the Township approximately \$70,000 per year in energy costs.
- Township Master Plan – The Township Board formally acknowledges its role in environmental stewardship by identifying specific related goals and objectives within its

Master Plan update. These are specifically referenced in Township Resolution 2009-036 (see Appendix 1).

- Non-motorized Transportation Plan – The Township publishes and begins implementing its non-motorized transportation plan fostering the partnership between promoting a healthy lifestyle and reducing greenhouse gas, fossil-fuel emissions.

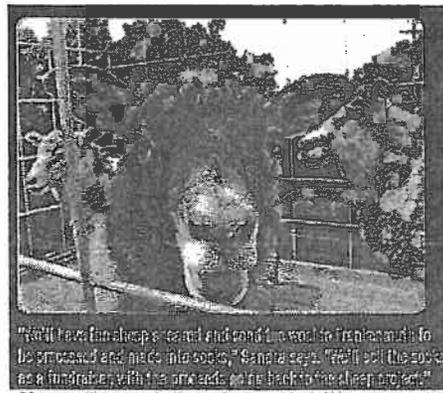
2008

- Commercial Rehabilitation Rebate Program – The Township Downtown Development Authority (DDA) rolls out the program allowing a 50% rebate for a variety of eligible improvements including energy efficiency and conservation measures such as window replacement and installation of alternative energy devices like wind turbines and solar panels. Recent success has included a downtown business installing a wind turbine to implement renewable energy.
- PISCES Award – The Township is awarded the Performance and Innovation in the SRF (State Revolving Fund) Creating Environmental Success (PISCES) Award for EPA Region 5 for its Biomass to Energy Program implemented in 2007.



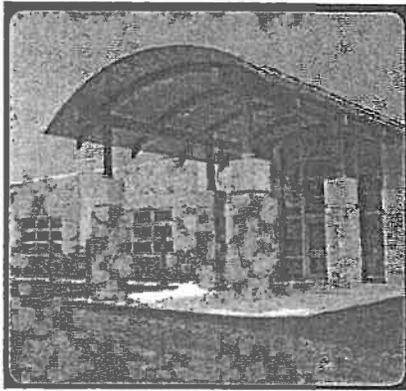
2009

- Energy Reuse - Delhi Charter Township partners with Lansing Board of Water and Light (LBWL) to research the possibility of using the resulting Delhi Class A Biosolids product as renewable fuel source for LBWL's coal fire steam plant, helping LBWL be the first utility in Michigan to reach its goal of using 7% renewable energy by 2016.
- Innovative Application of Alternative Energy - DPS Director Sandra Diorka purchases sheep to graze the lawns near the Publicly Owned Treatment Works (POTW) and DPS Offices for the dual purpose of saving \$10,000 in labor costs as well as consuming gas and polluting the air with fumes. Wool from the sheared sheep are made into socks and sold.



"We'll have the sheep's wool and send the wool to Franigan's to be processed and made into socks," Sandra says. "We'll sell the socks as a fundraiser, with the proceeds going back to the sheep project." Of course, there may also be another by-product of the project: lambs. Diorka says they'll offer any offspring to local kids in the 4-H program.

- LEED Certified Sam Corey Senior Center - The Township commits the additional funds necessary to complete construction of its first “green” building, the Sam Corey Senior Center constructed to Leadership in Energy and Environmental Design (LEED)



Certification standards. The Center employs many energy efficient and environmentally-friendly features such as a geo-thermal heating and cooling system and a “green” roof.

- FY2010 Planning - Township Board establishes updated FY 2010 Goals and Objectives further incorporating energy efficiency and conservation measures:
  - Objective 15: *“When feasible, incorporate energy reduction, alternatives, and environmental sensitivity into capital projects and policies: All Township vehicle purchases should include alternative fuel options when possible. All public building/land improvements should be designed to achieve LEED (Leadership in Energy and Environmental Design) certification.”*
  - Objective 16: *“Address Community Services Center aging infrastructure issues: As the Community Services Center ages there will be needed infrastructure repairs. Short term items that need addressing are the generator, window treatments, parking lot and roof. The repair of the roof needs to be done within a year or two; the parking lot should be repaired within two years. The HVAC system will run more efficiently by replacing the window treatments. A long term strategy would include a study to begin planning for a new fire station near the center of Delhi Township which would eliminate the need for Station #2.”*
- CSC Goals and Objectives - Department of Public Services publishes specific plans to meet Township’s goals and objectives:
  - Capital Improvements
    - Replace CSC generator
    - Replace CSC window treatments
    - Replace CSC roof
    - Install HVAC interface at DPS to services POTW, CSC, DPS and Senior Centers HVAC systems
  - Operations/Collections/Building and Grounds Maintenance
    - Convert HVAC controls at CSC
- Ongoing commitment – Amidst recent cuts in revenue sharing straining general funds, the Township seeks the aid of EECBG funds to enable it to continue to meet energy

efficiency and conservation goals that it has otherwise been able to successfully implement on its own to date when funds allowed.

#### **V-E Work Plan**

Similar to the concept of the State of Michigan's Revolving Loan Fund program, the Township intends to use EECBG funds to seed an ongoing effort of successive energy efficiency and conservation throughout the Township. Thus, the gain from initial improvements will be used to pay for subsequent improvements in successive fiscal year budgets with little or no additional cost to our taxpayers.

This is highlighted in the following steps:

- Conduct a study of the CSC to identify a phased implementation program of the most cost-effective Energy Conservation Opportunities (ECO's) in the Township's largest and most expensive facility to maintain. This will be done through a Technical Energy Analysis of the 43,125 square foot Delhi Charter Township Community Service Center.
- Implement two previously developed recommendations including:
  - Replacing Community Service Center HVAC Controls System with integrated controls with the provision for future extension to include the Delhi Senior Center, POTW and Maintenance Building.
  - Replacing four (4) existing 175- and twenty-four (24) 250-watt metal halide parking lot lamps with 3- and 6-bar LED (LSI) fixtures, respectively.

Initial savings of \$10,000 to \$20,000 are anticipated within the first year and will be used to fund additional ECO's prioritized in the CSC Study.

- Educate Township residents and businesses on the efficiency of LED lighting conversion implemented at the CSC. This will be used to support and advance revising Township Ordinances to require or provide incentive for their use in future public and private site development.

These work plan items are further detailed below.

#### **Community Service Center Technical Energy Analysis (TEA)**

Consistent with the goals of the EECBG Program, the Township believes it is most important to identify and set realistic, attainable goals for percentage reduction in energy consumption. The TEA will provide the Township a "roadmap" for additional gains in efficiency and conservation beyond the other elements included as part of this project.

Significant reductions in energy consumption can be immediately realized at the Township's Community Service Center (CSC). The age and operational configuration of the CSC heating, ventilating and air conditioning (HVAC) equipment and current metal halide parking lot lighting are the two primary elements known to provide benefit through conversion. It is also known, however, that inefficiencies inherent with the design of the facility through such issues as large areas of highly transmissive, south-facing windows and leaking flashing and building joints contribute both to additional energy loss and indoor air quality problems.

Therefore, the Township will first solicit competitive and qualifications-based proposals with the intent to contract a full-service, consulting architecture and engineering firm to conduct a comprehensive TEA of the CSC. The TEA will be required to be conducted in accordance with the guidelines and recommendations of the “Rebuild Michigan” program for a platform of evaluation and actions items consistent with other guided municipal initiatives.

Architectural professionals will focus on the building envelope and fenestration. Licensed electrical and mechanical engineers will evaluate overall electrical lighting and power usage, and mechanical heating, ventilating, and air conditioning (HVAC) equipment performance, as well as indoor air quality and controls, respectively.

A comprehensive computer simulation will be required to generate an energy use profile of the CSC. This will provide the Township a better benchmark and enable potential energy use reductions to be estimated based on a wide variety of measures considered, also known as “Energy Conservation Opportunities” or ECO’s.

Industry-standard and documented percentages of energy reduction and the estimated payback periods for the various recommended improvements will be explored. Recommendations will be prioritized according to a balance of percent reduction in energy consumption and payback period. Improvements will be phased for implementation and incorporated into the Township’s Capital Improvement Plan for implementation in future fiscal years’ budgets.

#### HVAC System Controls Upgrade and Parking Lot Lighting LED Conversion

The second and third EECBG project elements include the HVAC Control System Upgrade and CSC Parking Lot Lighting LED Conversion. These improvements will be the first significant improvements and as such, shall be monitored for actual gains in reduced “carbon footprints”.

Similarly to the professional services contracted for the TEA, the Township will solicit a qualifications-based, cost-competitive proposal for the HVAC Systems Control Upgrade to the CSC, with provisions for future integration of other municipal facilities.

#### Public Relations and Education

Community Development Director Tracy Miller will lead the public relations and education program to highlight the benefits of the ongoing improvements and lay the groundwork for community-wide implementation. Components will include:

- Announce the program and update accomplishments on the LED information sign in front of the Township CSC
- Updating the Township web site to document:
  - Ease and cost of LED lighting conversion
  - Reduction in carbon footprint from all improvements
  - Energy cost savings realized
  - Budgeted CSC improvements recommended in the TEA and anticipated savings
- Profiling the grant implementation and benefits in an upcoming Township newsletter and DDA newsletter, “Our Town”

- Incorporating related improvements as eligible under the Commercial Rebate Rehabilitation Program
- Conducting an information session on the benefits of LED lighting
- Presenting the program goals and accomplishments at the 2<sup>nd</sup> Annual Delhi Township Business Expo
- Working with the Township Planning Commission to begin the Ordinance revision process integrating LED into site planning

#### **V-F NEPA Questionnaire**

In accordance with guidelines identified in Item V-F National Environmental Policy Act Questionnaire and Attachment A, both contained in the Michigan EECEBG Request for Proposals, a National Environmental Policy Act Questionnaire is not required, and thus not provided, based on the following categorical exclusions (CE - numbered according to EISA 2007 listing provided in the Request for Proposals) applicable to the noted project elements:

##### Work Plan Item 1: CSC Technical Energy Analysis

- CE 1. *Development and implementation of an energy efficiency and conservation strategy under section 545 (b);*
- CE 2. *Retaining technical consultant services to assist the eligible entity in the development of such a strategy,*
- CE 3. *Conducting residential and commercial building energy audits*

##### Work Plan Item 2: Updated HVAC System Controls within the CSC and interfacing the POTW, Senior Center and Maintenance Building

- CE 9. *Application and implementation of energy distribution technologies that significantly increase energy efficiency,*

##### Work Plan Item 3: CSC Parking Lot Lighting Conversion to LED Fixtures

- CE 6. *Development and implementation of energy efficiency and conservation programs for buildings and facilities within the jurisdiction of the eligible entity,*

##### Work Plan Item 4: LED Conversion Public Education Demonstration

- CE 8. *Accelerate training of local officials and implementation of revised uniform state building codes and inspection services to promote building energy efficiency,*

#### **V-G Omitted in RFP**

#### **V-H SHPO Review – Section 106**

In accordance with the response to Question 75 reported in the “Michigan Energy Efficiency and Conservation Block Grant Program Frequently Asked Questions as of October 5, 2009”, a State

Historical Preservation Office (SHPO) Section 106 Review is not required, and thus not provided based on the following:

- The CSC built in 1996 is less than 50 years old, and;
- The CSC is not within a designated Township Historic District, and;
- The CSC is not individually listed in the National Register of Historic Places, and;
- The CSC is ineligible for listing in the NRHP, and;
- The CSC and situated property is not subject to an approved Preservation Easement

## **V-I Prior Experience**

### Prior Grant Administration Experience

Delhi Charter Township has been awarded and successfully administered approximately \$1.25 million in State grants within the last 10 years. The following Departments/Directors and their grant awards are noted below:

#### Community Development/Tracy Miller

\$437,000 2008 MDNR's Congestion Mitigation Air Quality (CMAQ) Program for non-motorized transportation trail construction implemented in accordance with the 2007 Township Non-Motorized Transportation Master Plan, administered through the Ingham County Road Commission as the Act 51 Metropolitan Planning Organization fiduciary agent

#### Department of Public Services/Sandra Diorka

\$501,067 2006/2007 MDEQ S2 Grant/Strategic Water Quality Initiatives Fund for Publicly Owned Treatment Works (POTW or wastewater treatment facility) Integrated Biomass To Energy Program

#### Fire Department/Chief Richard J. Royston, EFO

\$116,792 2009 FEMA FIRE Act Grant for Self Contained Breathing Apparatus  
\$62,995 2008 US Department of Homeland Security Grant for Automatic External Defibrillators  
\$4,500 2006 FEMA FIRE Act Grant for Laptop Computers  
\$40,294 2004 FEMA FIRE Act Grant for Diesel Exhaust System

#### Parks Department

\$70,604 2008 MDNR Grant for Valhalla Park Playground Equipment  
\$285,000 2002 MDNR CMAQ Recreation Bond Program for Community Services Center Community Park

## Assessing Department

\$75,350 2004 State of Michigan Grant for Personal Property Audit

### V-J Personnel

#### Project Manager

Sandra Diorka, M.P.A. will serve as overall Project Manager responsible for implementing EECBG funds in compliance with the awarded grant application and conditions of approval. She will lead all efforts for the requesting and contracting of goods and services, implementing the improvements, and reporting progress and accomplishments to both the State of Michigan DLEG/BOE and Township Board.

Sandra is a graduate of Western Michigan University with a Bachelor of Science Degree in Biomedical Sciences and a Master of Public Administration. She has over twenty (20) years of experience in the environmental field including the positions of laboratory technician, laboratory supervisor, Industrial Pretreatment Program Coordinator, college instructor, environmental consultant, and wastewater superintendent. Currently, she is the Director of Public Services for Delhi Charter Township.

Sandra has a State of Michigan Class A wastewater treatment plant operators license, is a past chair of the Michigan Water Environment Association's (MWEA) Laboratory Practices Committee, Local Section 11, and the Industrial Pretreatment Program Committee. She is currently a member of the MWEA Process Control Committee and was awarded MWEA Wastewater Worker of the Year (IPP division) in 2002.

#### Facilities Supervisor

Terry Powers will provide input regarding the site-specific needs and technical specifications of all related improvements. He will supervise internal staff (Facility Technicians) and vendors, as necessary, on the implementation of all improvements. He will also be responsible for monitoring and reporting energy consumption.

Terry is a graduate of Lansing Community College with an Associates Degree. He has over thirty (30) years of combined experience in mechanical/maintenance related fields. He holds a Class "B" structural steel welding certification and has two (2) years of vocational training in Automotive Body Repair and Paint. He spent eight (8) years working for General Motors performing tear down and analysis of warranty engines as well as working in the diagnostic lab. Currently, he is the Department of Public Services Facility Supervisor for Delhi Charter Township.

#### Public Relations and Education Coordinator

Tracy L.C. Miller, AICP will be responsible for all internal public relations and education associated with the EECBG improvements. She will assure consistency of information and communication, as well as develop and direct the implementation of the various venues used including the Township and DDA web site, newsletters and public information sessions. She will also be responsible to coordinate with the Township Planning Commission for the advancement of LED lighting Ordinance revisions.

Tracy Miller graduated with honors, in 1996 from Michigan State University with a Bachelor's of Science in Urban and Regional Planning. Her career focus has been on Economic Development, including extensive knowledge and experience with Brownfield Redevelopment and other urban redevelopment projects. Ms. Miller has been a guest lecturer at Michigan State University for many years providing information and student discussion on planning and economic development topics. Ms. Miller holds American Institute of Certified Planners (AICP) credentials and has been a practicing planner for over 13 years. Currently, Ms. Miller is the Director of Community Development for Delhi Charter Township.

#### Financial Manager

Marian Frane, CPA will be responsible for the fiscal accounting and reporting of grant fund administration. She will oversee the purchase order process used for contracting goods and services and provide account updates to Sandra for use in internal and State reporting.

Marian Frane graduated from Michigan State University with a Bachelor of Science degree. She has worked in municipal government finance and accounting since 1990 and has been with Delhi Charter Township since 2006. As a Certified Public Accountant, Marian serves as the Delhi Accounting Department Director. She is responsible for accounts payable, accounts receivable and administration of the Township Purchasing Policies. Marian will be responsible for financial oversight of the Township's administration of EECBG funds.

#### **V-K Time Frame**

Delhi Charter Township proposes to comply within the anticipated December 2009 – December 2010 grant implementation schedule, as noted in the RFP, in accordance with the following timeline:

Delhi Charter Township EECBG Project Schedule

2009		2010											
Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	1-Dec	5-Jan			6-Apr					7-Sep 7-Sep			

- Grant Award
- Issue RFQ/PS for TEA, Controls, Lighting
- Township Board accepts grant award
- Township Manager approves TEA
- Township Board approves Controls, Lighting
- Complete TEA
- Implement Controls Upgrade & Lighting
- Present TEA to Township Board
- Monitor and Tabulate Energy Reduction
- Present Monitoring Results to Township Board
- Present Public Education Program to Twp Bd.
- Update FY 2010 Budget for TEA Phase I Items
- Quarterly Report Issued to State of Michigan
- Present Michigan DLEG/BOE Final Report

## V-L Budget Considerations

Based on prior experience in grant administration, the Township understands the need for cost projections to be realistic and feasible, and recognizes that overages are our responsibility. Therefore, we propose the following budget with supporting documentation, as noted.

<u>Line Item</u>	<u>State (EECBG)</u>	<u>Township</u>	<u>Total</u>
Personnel/fringes (1)	\$0	\$12,000	\$12,000
<b>Contracted Services</b>			
CSC Technical Energy Analysis (2)	\$12,000	\$600	\$12,600
HVAC Controls (3)	\$72,500	\$3,625	\$76,125
LED Conversion (4)	\$28,980	\$1,449	\$30,429
<b>Equipment</b>			
Included in contracted services	\$0	\$0	\$0
<b>Supplies/Materials</b>			
None anticipated	\$0	\$0	\$0
<b>Travel</b>			
None anticipated	\$0	\$0	\$0
<b>Other</b>			
Waste Disposal (5)	\$0	\$1,000	\$1,000
Sub-total	\$113,480	\$18,674	\$132,154
<b>PROPOSED TOTALS (6)</b>	<b>\$112,847*</b>	<b>\$19,307*</b>	<b>\$132,154</b>

*\* The amount needed to complete the work exceeded the maximum allowable grant based on population. The excess amount of \$633 was added to the Township match.*

### Budget Documentation Notes:

- (1) The Township proposes to use no EECBG funds for the expense of grant administration and related efforts. Rather, it proposes this as part of matching funds, though none are required. The following is an estimate of time associated with the roles and responsibilities noted previously. Rates reflect direct salary and Township-approved fringe benefits. A breakdown of these can be provided, if requested.

<u>Role</u>	<u>Hourly Rate</u>	<u>Hrs/Month</u>	<u>Total Months</u>	<u>Cost</u>
Project Manager	\$45.21	8	12	\$4,340.16
Admin. Asst.	\$28.50	4	12	\$1,368.00
Facilities Supvsr.	\$37.02	4	12	\$1,776.96
Facility Technician	\$28.17	4	12	\$1,352.16
Public Relations	\$43.09	4	12	\$2,068.32
Accounting Dir.	\$41.09	2	12	\$986.16
Sub-total Labor				\$11,891.76
USE				\$12,000

- (2) The cost of the Technical Energy Analysis compliant with the "Rebuild Michigan" program is estimated based on comparison of the cost of similar services provided for

three separate facilities at the Village of Mackinaw City at a cost of \$15,000, reduced 20% to reflect the economy of scale for the three Delhi Charter Township functions being contained in one building.

- (3) The HVAC Controls estimate is based on a May 26, 2009 quote from Siemens Technology (see Appendix 5). The Township understands these services must be competitively bid based on qualifications and cost including Buy American and Davis-Bacon wage provisions. A 5% estimate contingency has been included as the Township's obligation, if needed.
- (4) The LED Conversion estimate is based on an October 20, 2009 quote from B&D Electric, Inc. (see Appendix 6). The Township understands these services must be competitively bid based on qualifications and cost including Buy American and Davis-Bacon wage provisions. A 5% estimate contingency has been included as the Township's obligation, if needed.
- (5) Waste disposal costs are estimated at \$40 per each of twenty-four (24) 250-watt lamps and \$20 per each of four (4) 175-watt lamps for the parking lot lights to be converted to LED.
- (6) Proposed totals reflect the maximum amount the Township is eligible under the Multi-Purpose Grant program. Per the Estimated 2007 Census table provided by hyperlink in the State's RFP, the Township's noted population of 25,948 was used in the following RFP calculation to generate the maximum amount available:  
  
$$(25,948 \text{ people}) \times (\$3/\text{person}) + \$35,003 = \$112,847$$
  
  
Though not required, the table notes that the Township anticipates bearing a minimum of approximately 15% of the total project costs.
- (7) In accordance with the Department of Labor guidelines, the \$112,847 in EECBG funds will generate a minimum of one (1) additional job. The reinvestment of savings in additional, successive efforts will continue to create additional jobs in a variety of energy efficiency and conservation industries.

#### **V-M Additional Information**

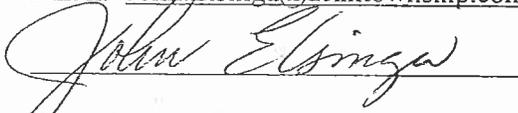
<u>Appendix</u>	<u>Item</u>
1	Township Board Resolution 2009-036 (Supports EECBG Application)
2	Township Board Resolution 2009-037 (Sets CSC 10% energy reduction goal)
3	CSC Monthly Electric and Gas Usages (2006 – present)
4	Energy Star Profiles of three (3) Township Facilities
5	Siemens Technology quote for HVAC controls replacement
6	B&D Electric quote for LED parking lot lamp conversion
7	Letters of Support Downtown Development Authority (DDA) Holt Branch of the Capital Area District Library Ingham County Sheriff's Department

**V-N Authorization to Submit Proposal**

Authorized Representative

Mr. John Elsinga, Township Manager  
2074 Aurelius Road  
Holt, MI 48842  
Phone: (517) 694-2137  
Fax: (517) 699-3847  
Email: [John.Elsinga@delhitownship.com](mailto:John.Elsinga@delhitownship.com)

Signature

A handwritten signature in cursive script, reading "John Elsinga", written over a horizontal line.

Additional Information

Township Resolution 2009-036 (see Appendix 1) passed  
October 20, 2009 authorizing Township Manager Mr. John  
Elsinga to apply the Michigan EECBG.

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

ABSENT: None

The following Resolution was offered by Clerk Hope.

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:

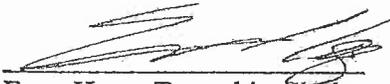
That the Township Manager be directed to prepare and execute on behalf of Delhi Charter Township, Michigan, an application to the State of Michigan Department of Labor and Economic Growth Bureau of Energy Systems pursuant to its Request for Proposals for submittal due on or before 5:00 p.m. local time,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

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

NAYS: None

ABSENT: None

The foregoing Resolution declared adopted on the date written above.

  
Evan Hope, Township Clerk



Delhi Charter Township

Resolution No. 2009-037

A Resolution to Strive to Reduce Energy Requirements at  
the Community Services Center

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 Wednesday, November 4, 2009, at 7:30 o'clock p.m.

PRESENT: Supervisor Stuart Goodrich, Treasurer Harry Ammon, Clerk Evan  
Hope, Trustees Derek Bajema, John Hayhoe, Roy Sweet

ABSENT: Trustee Jerry Ketchum

The following Resolution was offered by Hope.

WHEREAS, the Township Board has adopted the goal to "Uphold Fiscal Integrity  
and Increase Efficiency", and

WHEREAS, the Township Board has approved the design and construction of  
recent Township facilities, such as the Publicly Owned Treatment Works and Senior  
Center, that include energy efficient features, and

WHEREAS, during the past five years Delhi Charter Township has installed  
energy saving components at the Publicly Owned Treatment Works to reduce the amount  
and cost of electricity consumed at that facility, and

WHEREAS, the Township has employed an intern to collect baseline data of  
facility energy consumption in accordance with the U.S. EPA EnergyStar program, and

WHEREAS, the 2009-2014 Delhi Charter Township Capital Improvement  
Program includes replacement windows to improve efficiency of the HVAC system at the  
Township's Community Services Center.

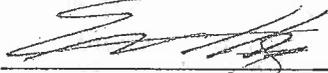
NOW THEREFORE BE IT RESOLVED, that Delhi Charter Township will strive  
to reduce the energy requirements at the Community Services Center ten percent (10%)  
by 2015.

AYES: Hayhoe, Hope, Sweet, Ammon, Bajema, Goodrich

NAYS: None

ABSENT: Ketchum

The foregoing Resolution declared adopted on the date written above.

  
\_\_\_\_\_  
Evan Hope, Township Clerk

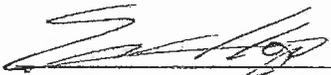
STATE OF MICHIGAN)

)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 4<sup>th</sup> day of November 2009.

IN WITNESS THEREOF, I have hereunto affixed my official signature this 4<sup>th</sup> day of November 2009.

  
Evan Hope, Township Clerk

**Attachment B  
Budget**

<b>Line Item</b>	<b>Grantor (State)</b>	<b>Grantee</b>	<b>Other</b>	<b>Total</b>
Personnel/Fringes		\$12,000		\$ 12,000
Contractual Services	\$112,847	\$ 6,307		\$119,154
Others		\$ 1,000		\$ 1,000
<b>TOTALS</b>	<b>\$112,847</b>	<b>\$19,307</b>		<b>\$132,154</b>

**Attachment C**  
**State Travel Rates**

(Reserved)

**Attachment D-1**



STATE OF MICHIGAN  
DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH  
LANSING

JENNIFER M. GRANHOLM  
GOVERNOR

STANLEY "SKIP" PRUSS  
DIRECTOR

**OFFICIAL**

**ARRA FISCAL REPORTING**

**DATE:** February 1, 2010

**SUBJECT:** ARRA Fiscal Reporting

**APPLICATION:** EECBG Grantees

**PURPOSE:** To establish Fiscal Reporting Procedures for EECBG grants

**REFERENCE:** American Recovery and Reinvestment Act of 2009 (Recovery Act) Section 1512

**CONTACT:** Marilyn Carey, DELEG, Financial Services, Federal Finance Manager  
Terri Eklund, DELEG, Financial Services, Accountant

**TELEPHONE:** (517) 335-1198  
(517) 241-1668

**FAX:** (517) 241-2026

**SUMMARY:** President Barack Obama has called for an unprecedented level of transparency for how Federal dollars are being spent under the American Recovery and Reinvestment Act of 2009 (Recovery Act). As envisioned by the Recovery Act, this level of transparency is essential to drive accountability for the timely, prudent and effective spending of recovery dollars. It is critical that all recipients of employment and training funds under the Recovery Act prepare to implement the requirements of Section 1512 of the Recovery Act.

Section 1512 of the Recovery Act requires recipients to report on the use of Recovery Act funding, and provide detailed information, such as:

total amount of funds received  
the amount spent on projects and activities by CFDA, including  
name, address, completion status  
estimates of jobs created and retained

details on payments to subrecipients/vendors

Please note that this information is specific to section 1512 requirements and is IN ADDITION to all previous reporting requirements (ie. Financial Status reports including 269's, 9130's, RSA-2's, etc.)

Unfortunately, the Federal Office of Management and Budget may change the reporting requirements at any time. If these requirements do change, revised ARRA Fiscal Reporting instructions will be issued.

**POLICY:**

General Information:

Grantees reporting for Section 1512 reporting of ARRA funds is to be done quarterly on a CASH basis. The schedule is as follows:

Through September 25, 2009 due October 2, 2009  
Through December 25, 2009 due January 4, 2010  
Through March 26, 2010 due April 2, 2010  
Through June 25, 2010 due July 2, 2010  
Through September 24 2010 due October 1, 2010  
Through December 24, 2010 due January 3, 2011  
Through March 25, 2011 due April 1, 2011

The grantee will receive an e-mail from DELEG ([mieecbreporting.gov](http://mieecbreporting.gov)) on the Monday following the final reporting date of the quarter (indicated above) containing spreadsheets that should be used for the ARRA reporting.

The grantee should complete the spreadsheet in accordance with the instructions that are attached to the spreadsheet. Most of the information will be completed. They will need to complete the fields highlighted in yellow. The information related to Number of Jobs Created/Retained, Narrative Description of the Jobs created/retained, and Expenditure Detail will need to be updated on a quarterly basis.

Reporting Requirements:

The reports should be sent to [mieecbreporting@michigan.gov](mailto:mieecbreporting@michigan.gov). Due to the limited time that is available for reporting, please do not mail your reports.

**PLEASE NOTE** This information is specific to section 1512 requirements and is IN ADDITION to all previous reporting requirements.

Accounting Systems

Amounts/Information reported must be based on documentation on hand. The amounts/information reported is subject to review and audit, where any cost not properly documented could be identified as an audit exception and be disallowed.

**EFFECTIVE:** February 17, 2009

**EXPIRATION:** Continuing

**SIGNATORY:** SIGNED  
Marilyn Carey, DELEG, Financial Services, Federal Finance Manager





STATE OF MICHIGAN  
LANSING

JENNIFER M. GRANHOLM  
GOVERNOR

DEPARTMENT OF ENERGY LABOR & ECONOMIC GROWTH

STANLEY "SKIP" PRUSS  
DIRECTOR

# MEMORANDUM

Date: February 3, 2010

To Grantee: Delhi Charter Township

Grant No: BES-10-125 Grant Period: 02/01/2010 - 01/31/2011

From: Tom Krupiarz, Grant Administrator

Subject: Single Audit Act/Office of Management and Budget Circular A-133 Requirements

The federal Office of Management and Budget (OMB) Circular A-133 requires governmental and non-profit entities/grantees that spend \$500,000 or more from all federal funding sources during the entity's/grantee's fiscal year to have a Single Audit conducted. The entity/grantee is required to submit a Single Audit report to all agencies that provided federal funds to the entity during the fiscal year being audited. Section .320(a) of OMB Circular A-133 states the Single Audit report must be submitted to the grantor agencies within 30 days after the completion of the audit, but not later than nine months after the end of the entity's/grantee's fiscal year.

Grantee: Please complete the following section and return this memorandum to the address indicated below.

- Type of entity (check one):  Governmental or Public School District  
 Public Community College, Public College/University, or Non-Profit  
 Commercial or Private For-Profit
- What is your entity's fiscal year ending date? \_\_\_\_\_

IF ENTITY IS COMMERCIAL OR PRIVATE FOR-PROFIT, **DO NOT** COMPLETE 3 AND 4.

- Has your entity previously had a Single Audit/OMB Circular A-133 conducted?  Yes  No  
 If yes, identify the fiscal period of the last Single Audit conducted. \_\_\_\_\_

If the Single Audit report is posted to a website, identify the website: \_\_\_\_\_

- Will your entity spend \$500,000 or more in total federal funds during your entity's fiscal year?  
 Yes  No

5. \_\_\_\_\_  
 Signature Date

6. \_\_\_\_\_  
 Please Print Name and Title of Entity's Financial Officer Telephone Number

## DELHI CHARTER TOWNSHIP

### MEMORANDUM

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** March 12, 2010

**RE:** Set Public Hearing – Project Plan Amendment for State Revolving Fund (SRF) Funding for POTW Improvements

---

In June of 2009 the Township Board adopted Resolution No. 2009-023 which adopted the Project Plan for State Revolving Fund (SRF) Funding for POTW Improvements which included the Lift Station D/McCue Road/Grovenburg Drain project.

Late last fall we were advised by the MDEQ the Township became eligible for funding for almost \$11 million for fiscal year 2010 to fund that specific project. With SRF funding in hand we proceeded with the final design and sought necessary approvals for this project. However, some issues have come up that are not all resolvable in order for us to meet the SRF fiscal year 2010 timeline. These issues include 1) cost estimates being significantly higher than initially projected (ranging between \$14-\$17 million), 2) the MDEQ's concerns regarding the full enclosure of the Grovenburg Drain and 3) the need to install an improved screening process at the POTW.

Therefore, we met with the MDNRE (previously MDEQ) staff this past week to notify them of our need to postpone the McCue Road/Grovenburg Drain enclosure portion of the original project and reduce the scope of this year's project to just the Lift Station D/force main and POTW improvements (screening). Enclosed is a Revised Design Plan with cost estimates of \$8,025,200 which is well under the approved SRF funding for fiscal year 2010.

These changes require us to amend the Project Plan and set a public hearing to hear comments on the same. Therefore, I recommend the Board set a public hearing for April 20, 2010 at 8:00 p.m. to receive input from the public on the revised plan.

#### **Recommended Motion:**

**To set a public hearing for April 20, 2010 at 8:00 p.m. to hear comments on the Project Plan Amendment for State Revolving Fund (SRF) funding for POTW Improvements.**



Lansing • Grand Rapids  
Gaylord • Escanaba

725 Prudden Street  
Lansing, MI 48906

P: 517.371.1200  
F: 517.371.2013

info@c2ae.com  
www.c2ae.com

**DELHI TOWNSHIP LIFT STATION D AND MCCUE ROAD CORRIDOR  
REVISED DESIGN PLAN  
As of March 9, 2010**

Due to costs issues with drain enclosure and road design, we have reviewed the plans to move forward with the following outline of work:

<u>Description of Work</u>	<u>Approximate Cost</u>
Build a new 16" force main from Aureilus Road LS D at 355+00 to tie into the existing 36" sanitary sewer 315+00 and build a section of gravity sewer with polycrrete manhole to receive the new 16" force main. This will allow the Township to be able to still have a back up system for any force main failures and still gives added capacity.	\$ 800,000.00
Build a new 8" gravity sewer on Eiffert Road to alleviate an existing force main coming from the south which creates a high level of deterioration in the current sewer, because of a high retention time. The lift station is over designed for the future and will not see any additional flow for a long time.	\$ 500,000.00
Rehabilitate existing 36" concrete sewer to receive new 16" force main flow by lining the 36" and lining existing manholes. Total lining amount to be determined based on TV reports and field checks. This will accommodate the Township for an extended period of time. Based on current economy this should be a long term solution.	\$ 500,000.000
Lift Station D modifications	\$1,400,000.00
Screening at the POTW with an addition of a building to cover	\$2,000,000.00

We have itemized these costs as best possible at this time and will be able to finalize in the next few weeks. Attached are the overall costs projected for this work before final design will be completed..

Note: Unit prices obtained from  
MDOT Averages

<b>ENGINEER'S ESTIMATE OF PROJECT COST -PROPOSED DESIGN</b>					
<b>DELHI CHARTER TOWNSHIP - LIFT STATION D AND MCCUE ROAD CORRIDOR IMPROVEMENTS</b>					
<b>ITEM NO.</b>	<b>ITEM DESCRIPTION</b>	<b>Estimated Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Amount</b>
<b>Force Main</b>					
1	Dewatering	1	Ls	\$ 21,000.00	\$ 21,000.00
2	San Manhole, 48 inch, Polymer Concrete	1	Ea	\$ 8,515.50	\$ 8,515.50
3	San Manhole, 48 inch dia, Air Testing	1	Ea	\$ 283.50	\$ 283.50
4	San Manhole, Tap, 16 inch	1	Ea	\$ 1,050.00	\$ 1,050.00
5	San Sewer, Air Test, 16 inch dia	1	Rch	\$ 262.50	\$ 262.50
6	San Manhole Cover	390	Lb	\$ 1.58	\$ 614.25
7	Sanitary Force Main, PVC, 16 inch, Tr Det B	4,285	Ft	\$ 126.00	\$ 539,910.00
8	Erosion Control, Enviroberm	350	Ft	\$ 66.15	\$ 23,152.50
9	Erosion Control, Silt Fence	5,000	Ft	\$ 2.00	\$ 9,975.00
10	Erosion Control, Sediment Basin	50	Cyd	\$ 15.75	\$ 787.50
11	Erosion Control, Gravel Access Approach	2	Ea	\$ 1,890.00	\$ 3,780.00
12	Aggregate Base, 8 inch	3,330	Syd	\$ 7.88	\$ 26,223.75
13	Machine Grading	30	Sta	\$ 210.00	\$ 6,300.00
14	Rip Rap, Heavy	50	Syd	\$ 57.75	\$ 2,887.50
15	Clearing	1.96	Acr	\$ 4,725.00	\$ 9,261.00
16	Parkway Restoration	9400	Syd	\$ 4.20	\$ 39,480.00
17	Engineer Field Office	800	Mo	\$ 25.20	\$ 20,160.00
18	Miscellaneous	1	Ls	\$ 105,000.00	\$ 105,000.00
				<b>Subtotal</b>	<b>\$818,643</b>
<b>Lift Station D Improvements</b>					
19	Contract General Conditions	1	LS	\$ 99,750.00	\$ 99,750.00
20	Demolition	1	LS	\$ 42,000.00	\$ 42,000.00
21	Sheeting and Dewatering	1	LS	\$ 94,500.00	\$ 94,500.00
22	Concrete Work	1	LS	\$ 52,500.00	\$ 52,500.00
23	Masonry and Carpentry	1	LS	\$ 25,200.00	\$ 25,200.00
24	Doors and Windows	1	LS	\$ 10,500.00	\$ 10,500.00
25	Metal and FRP Fabrications	1	LS	\$ 42,000.00	\$ 42,000.00
26	Raw Sewage Pumps	3	Ea	\$ 33,600.00	\$ 100,800.00
27	Process Piping and Valves	1	LS	\$ 94,500.00	\$ 94,500.00
28	Fabricated Slide Gates and Hatches	1	LS	\$ 21,000.00	\$ 21,000.00
29	Sulfide Management System	1	LS	\$ 189,000.00	\$ 189,000.00
30	Plumbing, Heating and Ventilation	1	LS	\$ 120,750.00	\$ 120,750.00
31	Power Distribution	1	LS	\$ 42,000.00	\$ 42,000.00
32	Variable Frequency Controllers	4	Ea	\$ 10,500.00	\$ 42,000.00
33	Lighting and Receptacles	1	LS	\$ 21,000.00	\$ 21,000.00
34	Instrumentation	1	LS	\$ 42,000.00	\$ 42,000.00
35	Control Panel	1	LS	\$ 52,500.00	\$ 52,500.00
36	Interior Finishes	1	LS	\$ 42,000.00	\$ 42,000.00
37	Wet Well Coating	1	LS	\$ 73,500.00	\$ 73,500.00
38	Site Restoration	1	LS	\$ 26,250.00	\$ 26,250.00
39	Curb and Gutter, Removal	40	Ft	\$ 6.30	\$ 252.00
40	Curb and Gutter, Conc, Det F4	40	Ft	\$ 18.90	\$ 756.00
41	Parkway Restoration	100	Syd	\$ 5.25	\$ 525.00
42	Pavt, Rem, Modified	200	Syd	\$ 2.63	\$ 525.00
43	HMA 13A	9	Ton	\$ 89.25	\$ 803.25
44	21AA Aggregate	21	Ton	\$ 26.25	\$ 551.25
45	Spare Parts	1	Alw	\$ 31,500.00	\$ 31,500.00
46	Miscellaneous	1	Ls	\$ 105,000.00	\$ 105,000.00
				<b>Subtotal</b>	<b>\$1,373,663</b>

ITEM NO.	ITEM DESCRIPTION	Estimated Quantity	Unit	Unit Price	Amount
<b>Additional Items</b>					
47	Screening at POTW	1	Ls	\$ 2,000,000.00	\$ 2,000,000.00
48				<b>Subtotal</b>	<b>\$2,000,000</b>
<b>Rehab Items</b>					
49	Cured-In-Place Pipe Liner, 36 inch	1800	Ft	\$ 210.00	\$ 378,000.00
50	Cured-In-Place Manhole Liner, MH	8	LS	\$ 15,750.00	\$ 126,000.00
				<b>Subtotal</b>	<b>\$504,000</b>
<b>Eifert Road Sewer Extension</b>					
51	San Manhole, 48 inch,	6	Ea	\$ 1,050.00	\$ 6,300.00
52	San Manhole, 48 inch dia, Air Testing	6	Ea	\$ 283.50	\$ 1,701.00
53	San Sewer, Air Test, 8 inch dia	6	Rch	\$ 210.00	\$ 1,260.00
54	San Manhole Cover	2340	Lb	\$ 1.58	\$ 3,685.50
55	Sanitary Sewer, SDR-26, 8 inch, Tr Det B	1,730	Ft	\$ 126.00	\$ 217,980.00
56	Sanitary Service Connection, SDR-26 PVC, 8x6 inch	5	Ea	\$ 157.50	\$ 787.50
57	HMA, 13A, 5 inch	1,595	Ton	\$ 63.00	\$ 100,485.00
58	Class A Shoulder, 5 inch	756	Syd	\$ 6.30	\$ 4,762.80
59	21AA Aggregate, 8 inch	2,140	Ton	\$ 26.25	\$ 56,175.00
60	Pavt, Rem, Modified	5,800	Syd	\$ 3.68	\$ 21,315.00
61	Machine Grading, Modified	17	Sta	\$ 1,575.00	\$ 26,775.00
62	Parkway Restoration	944	Syd	\$ 4.20	\$ 3,964.80
63	Sanitary Service Lateral, SDR-26 PVC, 6 inch, Tr Det B	245	Ft	\$ 44.10	\$ 10,804.50
64	Mailboxes, Rem & Replace	4	Ea	\$ 84.00	\$ 336.00
65	Traffic Control	1	Ls	\$ 57,500.00	\$ 57,500.00
				<b>Subtotal</b>	<b>\$513,832</b>

**Construction Subtotal:**

**\$5,210,138**

<b>Engineering Services</b>					
66	Original Contract				\$ 1,711,000.00
67	Drain Easements - A2				\$ 20,000.00
68	Legal and Admin				\$ 200,000.00
69	Engineering Services - A3	1	Ea	\$ 59,500.00	\$ 59,500.00
70	Engineering Services for Eifert Road Sewer Extension	1	Ea	\$ 45,000.00	\$ 45,000.00
				<b>Subtotal</b>	<b>\$2,035,500</b>
<b>Review and Inspection</b>					
71	Ingham Country Drain Commissioner - Review				\$ 15,000.00
72	Ingham Country Drain Commissioner - Construction				\$ 35,000.00
				<b>Subtotal</b>	<b>\$50,000</b>

**Services Subtotal:**

**\$2,085,500**

**Contingency (10%):**

**\$729,563.76**

**Current Project Cost:**

**\$8,025,200**

DELHI CHARTER TOWNSHIP

**M E M O R A N D U M**

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** March 11, 2010

**RE:** Resolution No. 2010-003 – GIVE-A-KID-PROJECTS – Charitable Gaming License

---

Enclosed for your review and consideration is Resolution No. 2010-003 for a Charitable Gaming License to be issued by the Michigan Lottery Charitable Gaming Division to GIVE-A-KID-PROJECTS.

It is the mission of this non-profit corporation to provide young people in the community with hope, warmth, and resources needed for a better life at school and home. This mission is accomplished through three annual programs: GIVE-A-KID-A-COAT, GIVE-A-KID-A-BACKPACK, and GIVE-A-KID-A-CHRISTMAS. This Charitable Gaming License will allow them to promote and conduct fundraising activities as a local non-profit organization.

The Michigan Lottery Charitable Gaming Division requires a resolution of the local governing body which recognizes the organization as a non-profit organization operating in the community.

**RECOMMENDED MOTION:**

**To adopt Resolution No. 2010-003 recognizing GIVE-A-KID-PROJECTS as a nonprofit organization operating in Delhi Township for the purpose of obtaining a Charitable Gaming License, issued by the Michigan Lottery Charitable Gaming Division, relative to the operation of fundraising activities in support of providing young people in the community with a better quality of life.**



Charitable Gaming Division  
 Box 30023, Lansing, MI 48909  
 OVERNIGHT DELIVERY:  
 101 E. Hillsdale, Lansing MI 48933  
 (517) 335-5780  
 www.michigan.gov/cg

RESOLUTION NO. 2010-003

**LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES**

(Required by MCL.432.103(K)(ii))

At a regular meeting of the Delhi Charter Township Board  
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by \_\_\_\_\_ on March 16, 2010  
DATE

at 7:30 p.m. a.m./p.m. the following resolution was offered:  
TIME

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the request from GIVE-A-KID-PROJECTS of Lansing,  
NAME OF ORGANIZATION CITY

county of Ingham, asking that they be recognized as a  
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for approval.  
APPROVAL/DISAPPROVAL

**APPROVAL**

**DISAPPROVAL**

Yeas: \_\_\_\_\_

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the \_\_\_\_\_ at a \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on \_\_\_\_\_  
DATE

SIGNED: \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.  
 PENALTY: Possible denial of application.

BSL-CG-1153(R6/09)

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

**FEB 10 2009**

Date:

GIVE-A-KID-PROJECTS  
C/O MILLER CANFIELD PADDOCK AND STONE  
MICHAEL C RAMPE  
ONE MICHIGAN AVE STE 900  
LANSING, MI 48933

Employer Identification Number:  
26-2535665  
DLN:  
17053319367048  
Contact Person:  
DEL TRIMBLE ID# 31309  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
February 6, 2008  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

GIVE-A-KID-PROJECTS

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in black ink that reads "Robert Choi". The signature is written in a cursive style with a large, prominent "R" and "C".

Robert Choi  
Director, Exempt Organizations  
Rulings and Agreements

Enclosures: Publication 4221-PC

BY-LAWS OF  
GIVE-A-KID-PROJECTS  
A NOT-FOR-PROFIT CORPORATION

ARTICLE I ORGANIZATION

1. The name of the organization shall be GIVE-A-KID-PROJECTS.
2. The organization shall not have a seal.
3. The organization may at its pleasure by a vote of the membership body change its name.

ARTICLE II PURPOSES

The following are the purposes for which this organization has been organized:

It is the mission of GIVE-A-KID-PROJECTS to provide young people in the community with hope, warmth, and resources needed for a better life at school and home. This mission will be accomplished through three annual programs: GIVE-A-KID-A-COAT, GIVE-A-KID-A-BACKPACK, GIVE-A-KID-A-CHRISTMAS

ARTICLE III MEMBERSHIP

Membership in this organization shall be open to all who want to help the young people of the community develop a better life at school and home.

ARTICLE IV MEETINGS

The annual membership meeting of this organization shall be held on the 15th day of January each and every year except if such day be a legal holiday, then and in that event, the Board of Directors shall fix the day but it shall not be more than two weeks from the date fixed by these By-Laws.

The Secretary shall cause to be mailed to every member in good standing at his address as it appears in the membership roll book in this organization a notice telling the time and place of such annual meeting.

Regular meetings of this organization shall be held at 1465 North Cedar Street, Mason, Michigan 48854. The presence of not less than fifty (50%) percent of the members shall constitute a quorum and shall be necessary to conduct the business of this organization; but a lesser percentage may adjourn the meeting for a period of not more than four weeks from the date scheduled by these By-Laws and the secretary shall cause a notice of this scheduled meeting to be sent to all those members who were not present at the meeting originally called. A quorum as herein before set forth shall be required at any adjourned meeting.

Special meetings of this organization may be called by the president when he deems it for the best interest of the organization. Notices of such meeting shall be mailed to all members at their addresses as they appear in the membership roll book at least ten (10) days before the scheduled date set for such special meeting. Such notice shall state the reasons that such meeting has been called, the business to be transacted at such meeting and by whom it was called. At the request of fifty (50%) percent of the members of the Board of Directors or fifty (50%) percent of the members of the organization, the president shall cause a special meeting to be called but such request must be made in writing at least ten (10) days before the requested scheduled date.

No other business but that specified in the notice may be transacted at such special meeting without the unanimous consent of all present at such meeting.

#### ARTICLE V VOTING

At all meetings, except for the election of officers and directors, all votes shall be by voice. For election of officers, ballots shall be provided and there shall not appear any place on such ballot that might tend to indicate the person who cast such ballot.

At any regular or special meeting, if a majority so requires, any question may be voted upon in the manner and style provided for election of officers and directors.

At all votes by ballot the chairman of such meeting shall, prior to the commencement of balloting, appoint a committee of three who shall act as "Inspectors of Election" and who shall, at the conclusion of such balloting, certify in writing to the Chairman the results and the certified copy shall be physically affixed in the minute book to the minutes of that meeting.

No inspector of election shall be a candidate for office or shall be personally interested in the question voted upon.

#### ARTICLE VI ORDER OF BUSINESS

1. Roll Call.
2. Reading of the Minutes of the preceding meeting.
3. Reports of Committees.
4. Reports of Officers.
5. Old and Unfinished Business.
6. New Business.
7. Adjournments.

#### ARTICLE VII BOARD OF DIRECTORS

The business of this organization shall be managed by a Board of Directors consisting of ~~six (6)~~ <sup>(9)</sup> members, together with the officers of this organization. At least one of the directors elected shall be a resident of the State of Michigan and a citizen of the United States.

The directors to be chosen for the ensuing year shall be chosen at the annual meeting of this organization in the same manner and style as the officers of this organization and they shall serve for a term of two (2) years.

The Board of Directors shall have the control and management of the affairs and business of this organization. Such Board of Directors shall only act in the name of the organization when it shall be regularly convened by its chairman after due notice to all the directors of such meeting.

Fifty (50%) percent of the members of the Board of Directors shall constitute a quorum and the meetings of the Board of Directors shall be held regularly on the first Tuesday of each calendar quarter.

Each director shall have one vote and such voting may not be done by proxy.

The Board of Directors may make such rules and regulations covering its meetings as it may in its discretion determine necessary.

Vacancies in the Board of Directors shall be filled by a vote of the majority of the remaining members of the Board of Directors for the balance of the year.

The President of the organization by virtue of his office shall be Chairman of the Board of Directors.

The Board of Directors shall select from one of their members a secretary.

A director may be removed when sufficient cause exists for such removal.

The Board of Directors may entertain charges against any director. A director may be represented by counsel upon any removal hearing. The Board of Directors shall adopt such rules for this hearing as it may in its discretion consider necessary for the best interests of the organization.

## ARTICLE VIII OFFICERS

The initial officers of the organization shall be as follows:

President: Kris Hummel  
Vice President: Kari DeRosa  
Secretary: Sandy Wriggelsworth  
Treasurer: Vicki Nucich

The President shall preside at all membership meetings.

He shall by virtue of his office be Chairman of the Board of Directors.

He shall present at each annual meeting of the organization an annual report of the work of the organization.

He shall appoint all committees, temporary or permanent.

He shall see all books, reports and certificates required by law are properly kept or filed.

He shall be one of the officers who may sign the checks or drafts of the organization.

He shall have such powers as may be reasonably construed as belonging to the chief executive of any organization.

The Vice President shall in the event of the absence or inability of the President to exercise his office become acting president of the organization with all the rights, privileges and powers as if he had been the duly elected president.

The Secretary shall keep the minutes and records of the organization in appropriate books.

It shall be his duty to file any certificate required by any statute, federal or state.

He shall give and serve all notices to members of this organization.

He shall be the official custodian of the records and seal of this organization.

He may be one of the officers required to sign the checks and drafts of the organization.

He shall present to the membership at any meetings any communication addressed to him as Secretary of the organization.

He shall submit to the Board of Directors any communications which shall be addressed to him as Secretary of the organization.

He shall attend to all correspondence of the organization and shall exercise all duties incident to the office of Secretary.

The Treasurer shall have the care and custody of all monies belonging to the organization and shall be solely responsible for such monies or securities of the organization. He shall cause to be deposited in a regular business bank or trust company a sum not exceeding \$ 50,000.00 and the balance of the funds of the organization shall be deposited in a savings bank except that the Board of Directors may cause such funds to be invested in such investments as shall be legal for a non-profit corporation in this state.

He must be one of the officers who shall sign checks or drafts of the organization. No special fund may be set aside that shall make it unnecessary for the Treasurer to sign the checks issued upon it.

He shall render at stated periods as the Board of Directors shall determine a written account of the finances of the organization and such report shall be physically affixed to the minutes of the Board of Directors of such meeting.

He shall exercise all duties incident to the office of Treasurer.

Officers shall by virtue of their office be members of the Board of Directors.

No officer shall for reason of his office be entitled to receive any salary or compensation, but nothing herein shall be construed to prevent an officer or director for receiving any compensation from the organization for duties other than as a director or officer.

## ARTICLE IX SALARIES

The Board of Directors shall hire and fix the compensation of any and all employees which they in their discretion may determine to be necessary for the conduct of the business of the organization.

ARTICLE X COMMITTEES

All committees of this organization shall be appointed by the Board of Directors and their term of office shall be for a period of one year or less if sooner terminated by the action of the Board of Directors.

ARTICLE XI DUES

The dues of this organization shall be \$20.00 per annum and shall be payable on January 1st of each and every year.

ARTICLE XII AMENDMENTS

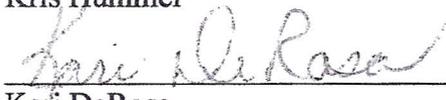
These By-Laws may be altered, amended, repealed or added to by an affirmative vote of not less than fifty (50%) percent of the members.

Adopted by the directors of GIVE-A-KID-PROJECTS on February 21, 2008

By:

  
\_\_\_\_\_  
Kris Hummel

President

  
\_\_\_\_\_  
Kari DeRosa

Vice President

\_\_\_\_\_  
Sandy Wriggelsworth

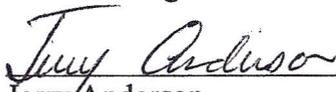
Secretary

\_\_\_\_\_  
Vicki Nucich

Treasurer

\_\_\_\_\_  
D. Jean Lodge

Trustee

  
\_\_\_\_\_  
Jerry Anderson

Trustee

**DELHI CHARTER TOWNSHIP**

**MEMORANDUM**

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** March 10, 2010

**RE:** Amendment to the Delhi Charter Township Code, Specifically Section 10-118 (also known as Ordinance No. 32, Section 2.1) Relating to the Discharge of Firearms, Weapons and Devices

---

Enclosed for your review and first consideration is an amendment to the Delhi Charter Township Code Section 10-118 (also known as Ordinance No. 32, Section 2.1) which addresses residents concerns regarding the discharge of any firearms, weapons and devices by any person within, or into, a platted subdivision within the Township.

In addition, this amendment prohibits the discharge of any devices by any person "within four hundred (400) feet of any public park or public building within the Township". This prohibition excludes "any law enforcement official, persons discharging such devices in self defense, or any supervised recreational program conducted by a certified firearms instructor".

This amendment expands the prohibition of the discharge of firearms and other weapons and devices without limiting their use in the non-platted areas of the Township. Therefore, I recommend adoption of the same.

**Recommended Motion:**

**Upon introduction and first consideration, to amend the Delhi Charter Township Code, Section 10-118, also known as Ordinance No. 32, Section 2.1, relating to the discharge of firearms, weapons and devices (Proposed Township Ordinance No. 32.1)**

DELHI CHARTER TOWNSHIP

INGHAM COUNTY, MICHIGAN

ORDINANCE NO. 32.1

**PREAMBLE**

AN ORDINANCE TO AMEND THE DELHI CHARTER TOWNSHIP CODE AND SPECIFICALLY SECTION 10-118 THEREOF RELATING TO DISCHARGE OF FIREARMS, WEAPONS AND DEVICES IN CERTAIN AREAS OF THE TOWNSHIP; TO PROVIDE PENALTIES FOR VIOLATION OF SAID SECTION; AND TO PROVIDE AN EFFECTIVE DATE HEREOF.

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

**SECTION I. AMENDMENT OF CODE SECTION 10-118, ENTITLED "DISCHARGE, POSSESSION OF WEAPONS BY MINORS."**

Code Section 10-118 entitled "Discharge, Possession of Weapons by Minors," shall be and is hereby amended to read as follows:

**Sec 10-118. Discharge of Firearms and Other Weapons and Devices.**

No person shall fire or discharge any firearm, including B-B or pellet guns, slings, slingshots, or bows and arrows (including cross-bows) within or into any of the platted areas of the Township. Further, no such devices shall be fired or discharged within four hundred (400) feet of any public park or public building within the Township. The foregoing prohibition shall not apply to any law enforcement official, persons discharging such devices in self-defense, or any supervised recreational program conducted by a certified firearms instructor. Violation of this section shall be a misdemeanor, punishable by a fine of up to Five Hundred and no/100 Dollars (\$500.00), imprisonment for up to ninety-three (93) days, or both such fine and imprisonment, plus costs as determined by the Court.

**SECTION II. 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 \_\_\_\_\_, 2010, and that the same was posted and published as required by law on the \_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Evan Hope, Clerk

**DELHI CHARTER TOWNSHIP**

**MEMORANDUM**

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** March 11, 2010

**RE:** Resolution No. 2010-001 – 2010-2015 Community Recreation Master Plan

---

Enclosed for your review and approval is Resolution No. 2010-002 which would adopt the 2010-2015 Community Recreation Master Plan.

In 2005 the Township Board adopted a five year Community Recreation Master Plan as required by the State of Michigan Department of Natural Resources. This Plan was implemented for the years 2005 through 2009.

Every five years the Master Plan must be updated and submitted to the MDNR by April 1<sup>st</sup>. Part of the approval process is to hold a public hearing and subsequently adopt the Master Plan. At the March 2, 2010 meeting, the Board set a public hearing for March 16, 2010 at 8:00 p.m. to hear any comments on the proposed Master Plan.

Therefore, subsequent to the public hearing, I recommend the Township Board adopt Resolution No. 2010-001 which would adopt the 2010-2015 Community Recreation Master Plan.

**Recommended Motion:**

**To adopt Resolution No. 2010-001 which adopts the 2010-2015 Community Recreation Master Plan.**

# DELHI CHARTER TOWNSHIP COMMUNITY RECREATION PLAN 2010-2015 - **DRAFT**



DELHI CHARTER TOWNSHIP PARKS AND RECREATION DEPARTMENT  
2074 AURELIUS ROAD  
HOLT, MI 48842

PREPARED BY

LANDSCAPE ARCHITECTS AND PLANNERS, INC.  
OAKLAND CENTER, SUITE 1  
809 CENTER STREET  
LANSING MI, 48906



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### **Township Board**

Stuart D. Goodrich, Supervisor  
Evan Hope, Clerk  
Harry R. Ammon, Treasurer  
Derek Bajema, Trustee  
John Hayhoe, Trustee  
Jerry Ketchum, Trustee  
Roy Sweet, Trustee

### **Parks Commission**

Dennis Fulk, Chairperson  
Susan Lierman, Vice Chairperson  
Jane Wallin, Secretary  
Michael Fickies  
Chad Ketchum  
Philip Knapman  
John Mulvaney

### **Administration**

John Elsinga, Township Manager  
Mark Jenks, Parks and Recreation Director

## Introduction

As a society, we are increasingly aware of the psychological and physical benefits provided by open space and recreation. It is the Delhi Township Parks and Recreation Department's primary goal to actively promote these benefits for the public's well-being in the form of providing and developing recreational areas and activities. In doing this, the Parks and Recreation Department increases Delhi Township's livability. However, there are many issues to consider when planning for these recreational areas and opportunities. This plan intends to be the guiding document for the promotion of these recreational opportunities in Delhi Township.

As ongoing health studies show, our society is becoming more conscious of healthy living and the opportunities that recreation provides to further healthy lifestyles and improve our quality of life. Health studies also reflect the alarming need for increased physical activity for people of all ages in order to achieve these healthier lifestyles. Finally, improvement to a community's quality of life through recreation also has the potential to better the local economy by drawing new business opportunities to the area. Studies have shown that businesses are drawn to communities that provide quality lifestyles for prospective employees.

Therefore, it is important to project the future parks and recreation needs of Delhi Township to ensure the availability of open space and recreation opportunities. To address these issues and opportunities, it is important for the Parks and Recreation Department to produce a plan to guide the decision-making process. When implemented, this plan will provide quality parks and recreation programs and facilities for Delhi Township.

## Purpose

The Michigan Department of Natural Resources requires that community recreation plans be updated every five years as criteria to receive funding from the State in the form of grants for park and open space acquisition, park development, and existing park improvements. The purpose of this procedure is to provide an opportunity to include changing needs and assets for the community. This Recreation Plan was developed by analyzing an inventory of issues and physical features for the area and tailoring the development of the recreation programs and facilities in a systematic manner, or plan, through the year 2015.

## Scope

The Community Recreation Plan for Delhi Township inventories existing parks and recreation programs, and with this information, the needs for neighborhood parks, supporting facilities, trailway/greenway systems, and recreation programs are analyzed for the projected years 2010-2015. The plan recommendations are provided through analysis of demographic projections, township land-use trends, natural features inventory, citizen input, past and future recreational trends, state and federal grant funding requirements and potential land acquisition opportunities.

**Accomplishments 2005-2010****Parks and Recreation Department****Development Project**

	<b><u>Project Total</u></b>
Kiwanis Park – Restroom Improvements	\$1,000
○ Kiwanis Club and Donations from Businesses	
Playground Equipment Audit and Removal	In-House
Sam Corey Senior Center	\$1,700,000
○ Delhi Charter Township DDA	
Skate Park	\$185,000
○ General Fund and Donations	
Valhalla Park – 5 to 12 Playground	\$150,000
○ Land and Water Conservation Fund (\$75,000)	
○ Dart Foundation (\$50,000)	
○ General Fund (\$40,000)	
○ In-Kind Service (\$25,000)	
○ Donations (\$7,300)	
Valhalla Park – 2 to 5 Playground	\$50,000
○ General Fund	
Valhalla Park – Natural Trails	Nominal
○ Eagle Scout Project	
Veterans Memorial Garden – Restroom/Pavilion	\$250,000
○ Delhi Charter Township DDA	
Veterans Memorial Garden – Gardens & Sidewalks	

<b><u>Study</u></b>	<b><u>Year</u></b>	<b><u>Firm Conducting Study</u></b>
ADA Audits	2010	Landscape Architects & Planners, Inc.

**Community Development Department**

The following projects were completed by the Community Development Department, but they provide recreational opportunities for the community.

<b><u>Study</u></b>	<b><u>Year</u></b>	<b><u>Firm Conducting Study</u></b>
Non-Motorized Transportation Plan	2007	Landscape Architects & Planners, Inc.

<b><u>Development Project</u></b>	<b><u>Project Total</u></b>
First Phase of the Non-Motorized Path	\$318,000
○ CMAQ Grant (\$255,000)	
○ Delhi Charter Township DDA (\$63,000)	

Completed Projects



Sam Corey Senior Center



Bike and Skate Park



Valhalla Park – 5 to 12 Playground



Valhalla Park – 2 to 5 Playground



Veteran’s Memorial Garden



Veteran’s Memorial Garden – Restroom/Pavilion

## Projects in Progress

The following is a list of projects that were identified in the 2005-2010 Parks and Recreation Master Plan that are currently in process. They are not all being completed by the Parks and Recreation Department, but they affect recreation opportunities in the community.

<u>Project</u>	<u>Organization/Department</u>	<u>Consultants</u>
Veterans Memorial Gardens – Study Overhead Structure Options for the Amphitheater	Arts Council, Downtown Development Authority and Parks and Recreation	Landscape Architects & Planners, Inc.
Valhalla Park Swimming Beach – Kept swimming beach open and established an “At Your Own Risk” policy.	Parks and Recreation	
Accessibility Assessment of Park Facilities	Parks and Recreation	Landscape Architects & Planners, Inc.
Non-Motorized Trail - Extension from Sycamore Creek at Interstate 96 north to Jolly Road and west to Aurelius Road.	Community Development	C2AE

## Collaboration

In the past, the Parks and Recreation Department has collaborated with other departments and organizations within the Township and intend to continue to do so into the future. The Community Development Department, Downtown Development Association and hired consultants have formulated a Non-Motorized Transportation Plan and implemented the first section of the trail that runs from Holt Road, through Valhalla Park to Eifert Road. The Parks and Recreation Department maintains the entire portion of the trail. The Parks and Recreation Department among others benefits from this trail and they will continue to support these efforts.

## Into the Future: 2010-2015

The State of Michigan and the U.S. in general is in one of the worst recessions in decades. As a result people are staying closer to home and using more municipal recreation facilities. In these circumstances it is more important than ever to provide affordable, local recreational opportunities.

Parks and recreation provide multiple benefits to the community. People who participate in recreation activities or visit parks improve their physical and mental health. Parks add economic value to the community through increased property values and a quality of life that attract homeowners and businesses. The greenspace provided by parks presents environmental benefits including improved air and water quality and wildlife habitat. Social benefits can also be gained by providing activities such as a decrease in crime and building community pride.

Even in these tough economic conditions, the Delhi Charter Township Parks and Recreation Department has been able to maintain the existing park system in good condition. The Department intends to continue to provide services to meet the communities' needs into the future.

**Goals and Objectives**

<p><b>Goal I:</b> Continue to provide quality, affordable recreational opportunities for the residents of the Township.</p>	<p><b>Objective A:</b> Cooperative Agreement</p>
	<p><b>Objective B:</b> Develop and maintain partnerships/coalitions with community groups, educational institutions and faith-based organizations.</p>
	<p><b>Objective C:</b> Funding Sources</p>
<p><b>Goal II:</b> To continue physical development projects currently underway and new innovative projects in the future.</p>	<p><b>Objective A:</b> Develop a non-motorized shared-use path throughout the Township.</p>
	<p><b>Objective B:</b> Complete the development of the Veterans Memorial Gardens.</p>
	<p><b>Objective C:</b> Perform various improvements at Deadman’s Hill.</p>
	<p><b>Objective D:</b> Construct a new restroom/storage facility at Kiwanis Park.</p>
	<p><b>Objective E:</b> Perform various improvements at Valhalla Park.</p>
	<p><b>Objective F:</b> Develop undeveloped park properties to meet the needs of the community.</p>
<p><b>Goal III:</b> Bring the Township park facilities up to current accessibility and safety standards.</p>	<p><b>Objective A:</b> Bring the existing playground equipment up to current safety standards.</p>
	<p><b>Objective B:</b> Perform a system-wide accessibility upgrade.</p>
<p><b>Goal IV:</b> The provision of land for recreation in quantities sufficient to meet the existing and future recreation needs of the population and to preserve the natural resources and identity of the community.</p>	<p><b>Objective A:</b> Study specific demographic trends that correspond to the recreation services within a geographical target area to determine if additional land is required to meet the needs of the community.</p>
	<p><b>Objective B:</b> Identify and acquire land adjacent to existing park properties that have significant natural features that are worth preservation, strategically located parcels, land that serves populated areas or significant natural areas.</p>
	<p><b>Objective C:</b> Acquire infill and property that is connected to existing park land.</p>
<p><b>Goal V:</b> Promote the development of new recreation programs with active sports facilities and passive leisure opportunities which are in high demand, or are innovative, unique or not presently provided by municipal or private sectors.</p>	<p><b>Objective A:</b> To identify recreation/leisure program resources.</p>
	<p><b>Objective B:</b> To monitor service and participation levels for future planning efforts.</p>

**Actions**

The following action plan or Capital Improvement Plan was developed for the Parks and Recreation Plan. The plan was developed based upon information gathered from public input, interviews, demographic data, land use trends and efforts of adjacent communities. The plan covers the year 2010 to 2015. The Capital Improvement projects may be funded through grant sources such as the Michigan Department of Natural Resources (MDNR) Land and Water Conservation Fund and Michigan Natural Resources Trust Fund.

<b>TARGET YEAR</b>	<b>PARK LOCATION</b>	<b>PROJECT DESCRIPTION</b>	<b>ESTIMATED TOTAL COST</b>
2010-2015	VALHALLA PARK	Develop construction plans for and construct a new restroom/pavilion facility	\$377,600
2010-2015	VETERANS MEMORIAL GARDEN	Construct overhead structure for the amphitheater	\$110,000
2010-2015	ENTIRE SYSTEM	Develop construction plans for, and construct, code compliant play equipment to replace non-compliant equipment that was removed	\$30,000/yr
2010-2015	KIWANIS PARK	Develop construction plans for a new restroom/storage building	\$250,000
2010-2015	ENTIRE SYSTEM	Resolve any accessibility issues identified at existing facilities.	\$10,000/yr
2010-2015	VALHALLA PARK	Develop a master plan for the vacant park property adjacent to Valhalla Park.	\$40,000
2010-2015	SYCAMORE CREEK PARK	Develop a master plan for the vacant park property to include passive recreation elements.	\$18,000
2010-2015	VALHALLA PARK	Pave parking areas	\$46,000
2010-2015	DEADMAN'S HILL	Pave the driveway and parking area.	\$35,000
2010-2015	HOLT/EIFERT ROAD	Develop a park master plan.	\$30,000
2010-2015	HOLT/EIFERT ROAD	Develop construction plans for and construct a park.	\$250,000

### Political Boundaries

Delhi Township is located in Ingham County, Michigan. It is bordered by Nichols Road to the south, Waverly Road to the west, College Road to the east, and jogs along Jolly, Willoughby, and I-96 to the north. In total Delhi Township encompasses 28.5 square miles of land. Lansing, East Lansing, and Okemos are a few of the larger cities in Ingham County within a close vicinity of Delhi Township.

### Land Use Patterns, Development Trends and Zoning

The largest zoning designation in Delhi Charter Township remains Agricultural. The majority of the agricultural land in the township is in the southern half and the northwestern quadrant of the township. According to the latest Comprehensive Development Plan, completed in 2002, this is a total of 11,676 acres of agriculturally zoned land in the township with 8,204 acres actually being active or non-active farmland, or 64% of the township. This implies that some of this agriculture land is being used for something other than agriculture, mostly low-density residential.

The bulk of the commercially and residentially zoned areas reside in the area known as Holt, in the north-central part of the township, with some clusters of residential development in the northeast and northwest quadrant. Fortunately, this is also where the majority of the township parkland is located. Outside of the Holt area, some commercially zoned areas exist along Cedar St. in the southwest portion of the township, along M-99 in the west, and near US-127 in the northeast corner of the township.

The majority of the industrially zoned land is in the industrial park along Holt Road and the railroad tracks in the eastern portion of the township. The Comprehensive Development Plan cites some of the discrepancies between the existing zoning map and actual land-use, such as low-density residential development in the agricultural areas and planned mobile home developments in the areas zoned for multiple family residential.

This new comprehensive plan proposes changes to the existing zoning ordinance to correct some of these discrepancies, such as limiting the development of higher density residential to areas with the existing infrastructure capabilities to handle this development. It also warns against using an agricultural zoning classification as a “blanket” zoning classification, which could lead to all the available open space in the township being consumed by low-density sprawl. Inevitably, the loss of the agricultural and undeveloped land in the township would severely limit the non-programmed recreational opportunities, such as hunting, hiking, and wildlife viewing, offered by these land types.

Furthermore, as the western portion of the township develops, in some form or another, park land and open space acquisition should be pursued in these areas to continue to provide neighborhood-level recreational opportunities to all of the Delhi Charter township citizenry. Please see the Zoning Map and Land Use Map, located at the end of this section.

## Natural Features

### Topography

The overall topography of Delhi Township is flat with less than one-tenth of one-percent of the land having topography that is too severe for building construction. As a general rule, the area of Delhi Township slopes from the south to the north at a very gentle rate. The highest point is at 933 feet above sea level in the southwest quarter of Section 35 and the lowest point is at 825 feet above sea level where Sycamore Creek leaves Delhi Township in the southeast quarter of Section 1. Overall, this represents a change in elevation of 105 feet across the township. With the vast majority of Delhi Township being flat enough for most construction, it is not anticipated that the topography in the township should have a large impact on the overall development of recreation resources and programs. Please see the Topography Map located at the end of this section.

### Water Resources, Fish and Wildlife

There are two major watersheds in Delhi Township, the Grand River Watershed and the Sycamore Creek Watershed. The Grand River Watershed covers the western half of Delhi Township and the Sycamore Creek Watershed covers the eastern half of the Township. Both of these watersheds are associated with their namesakes, the Grand River and Sycamore Creek. The Grand River flows through the Southwestern corner of the township, while the Sycamore Creek flows through the northeast corner of the Township. Various county drains and small lakes/ponds are included in these watersheds including the lake at Valhalla Park, and the Cook, Thurburn and Grovenburg County Drains.

Wetlands are very important to the township as an ecosystem, natural wildlife habitat, and for ground water recharge. Generally speaking, due to the flat topography and limited areas of surface water in the township, wetland and surface water areas are highly valued in Delhi Township. Wetlands and other sensitive areas provide an opportunity for many unprogrammed recreation activities such as birding, hiking, fishing, and hunting. When planning for future parks and recreation, these areas should be protected and/or highlighted, especially with elevated boardwalk greenways/pathways. Please see the Environmentally Sensitive Areas Map located at the end of this section.

There are opportunities to fish and enjoy wildlife at many Delhi Township parks. There are fishing opportunities at two parks within Delhi Township. Public fishing can be achieved at Burchfield Park, an Ingham County Park, and Valhalla Park. Furthermore, the Grand River and Sycamore Creek flow through portions of the Township, both of which offer excellent fish and other animal habitat. Small mammals and birds can be viewed at all Delhi Township parks.

The private woodlots and areas around wetlands also offer opportunities for hunting game such as rabbit, pheasant, and deer.

### Soils and Vegetation

Soil type can determine where the best areas exist for development, cropland and storm water management and can influence park and recreation development. Approximately 75% of the land in the tri-county region is in a medium to high fertility range with a belt of organic and poorly drained soils in the middle and along the western sections of the Township. Mineral soils, muck soils, and floodplain soils may not be ideal for certain recreational uses. Sandy soils are almost always ideal for recreational use as well as construction so there is often competition for these areas. Often the land made available to recreational uses may be donated by developers or landowners and therefore may consist of a less desirable soil type. The Soils Map located at the end of this section is very general in nature. Therefore, during the site selection and planning process for future parks and recreation facilities, a more detailed investigation of the specific soil types on the site should be conducted.

The Boyer-Oakville-Cohoctah association consists primarily of cropland and woodland with nearly level to undulating slopes, with some areas containing mucky soils. Some areas of this association would have good potential for recreation, while the mucky areas probably would not have much potential.

The Marlette-Capac-Parkhill association consists primarily of cropland. This association has fair to good potential for recreation uses, with the exception of the areas containing the more poorly drained Parkhill soils.

The Marlette-Capac-Spinks association is also mainly cropland with some pasture and woodlands. This association has fair to good potential for recreation uses, especially the nearly level to undulating areas of the Marlette soils.

The Parkhill-Capac-Londo association consists mostly of cropland and has a poor to good potential for recreation uses. With the Parkhill soils containing the most limitations.

The Urbanland-Marlette-Capac association is partially covered with built environment but possess good potential for both recreation and development. The Capac soils would have the most limitations of the soils in this association.

Besides the predominate cropland cover, Delhi Charter Township has scattered woodlots throughout the Township. Of these woodlots, deciduous trees predominate with trees such as Sugar Maples, Hickory, and Oak in the well-drained soils and Silver Maple, Elms, and Ash in the poorly drained lowland soils. These scattered woodlots offer habitat for wildlife such as birds, reptiles, and small mammals.

The wetland areas in the township are made up of trees and shrubs such as Cottonwood, Red and Silver Maples, Northern White Cedar; Tag Alder, Dogwood, and other plants such as Cattails and Bulrushes. They provide habitat for birds, fish, reptiles, and small mammals.

Both of these areas provide recreational opportunities, often unprogrammed, and should be incorporated and preserved in the planning for future development and recreation planning, especially greenways/pathways.

### Climate

When considering the climate of Delhi Charter, it is often more relevant to consider the climate of Ingham County as a whole. Ingham County has an average winter temperature of approximately twenty-five degrees Fahrenheit (25°F) and an average summer temperature of sixty-nine degrees Fahrenheit (69°F). The average seasonal snowfall is about forty-inches (40 in.). The average precipitation is nearly thirty-inches (30"). The varied climates associated with the four seasons of the year also produce a variety of recreation opportunities. For instance, Deadman's Hill is a favorite local spot for winter sledding and cross-country skiing, but also for summer picnicking and hiking.

### Transportation

#### Road System

Delhi Township is accessible from two major freeways I-96 and US 127. I-96 runs east and west across the northern portion of the township with two interchanges into Delhi Township. One interchange is at M-99 and another is at Cedar Street with both running north and south through the township. US 127 runs north and south and has an interchange with I-96. US 127 also has an interchange near the intersection of College and Holt Road.

One major artery is Cedar Street that runs diagonally from the southeast corner to the north central portion of the township and provides the major route to Mason to the south and Lansing to the north. Another major artery is M-99 which runs in the northwest portion of the township. Delhi Township has five roads classified as minor arteries. The three minor arteries running north and south are College Road, Aurelius Road, and Onondaga Road. The two minor arteries running east and west are Holt Road and Willoughby Road.

#### Public Transportation

Delhi Township is included in the service-area of the Capital Area Transportation Authority (CATA). Three CATA bus routes pass through the township. The first, the Pennsylvania-Holt Route (#8) travels along Cedar Street, Holt Road, Eifert Road, and Aurelius Road and north to Lansing. The second, the Aurelius Route (#7) operates in the northeast portion of the township. In January of 2005, CATA implemented a new route within Delhi Township called the Delhi Loop (Route #19), which runs along Holt, Washington, Willoughby, Keller and Depot/Delhi NE Roads. This route will primarily operate in the weekday morning and evening hours only. CATA also offers their Delhi Redi-Ride system, a curb-to-curb service that requires reservations.

#### Bike Facilities

There are on-street bike lanes and some widened, paved shoulders incorporated with some minor roads in the Township. Some of these facilities run along Grovenburg Road, Holt Road, Aurelius Road, and Willoughby Road.

The Township is also in the process of continuing 4-lane to 3-lane road conversions in the Township with the development of bike lanes usually being associated with these conversions. Please see the Transportation Map at the end of this section.

### **Pedestrian Path**

The Township adopted a Non-Motorized Transportation Plan in 2007. Recently, as part of a Congestion Mitigation and Air Quality (CMAQ) grant, the Delhi Charter Township Community Development Department created a Pedestrian Path from Holt Road, through Valhalla Park and out to Willoughby Road. This route is the first phase of a township-wide, non-motorized path. When completed in its entirety, this path system would most likely consist of both on-road and off-road facilities of an asphalt, concrete, and/or boardwalk configuration. The extensive nature of this path would require phased development over several years.

Please see the Delhi Charter Township Non-Motorized Transportation Plan at the end of this section.

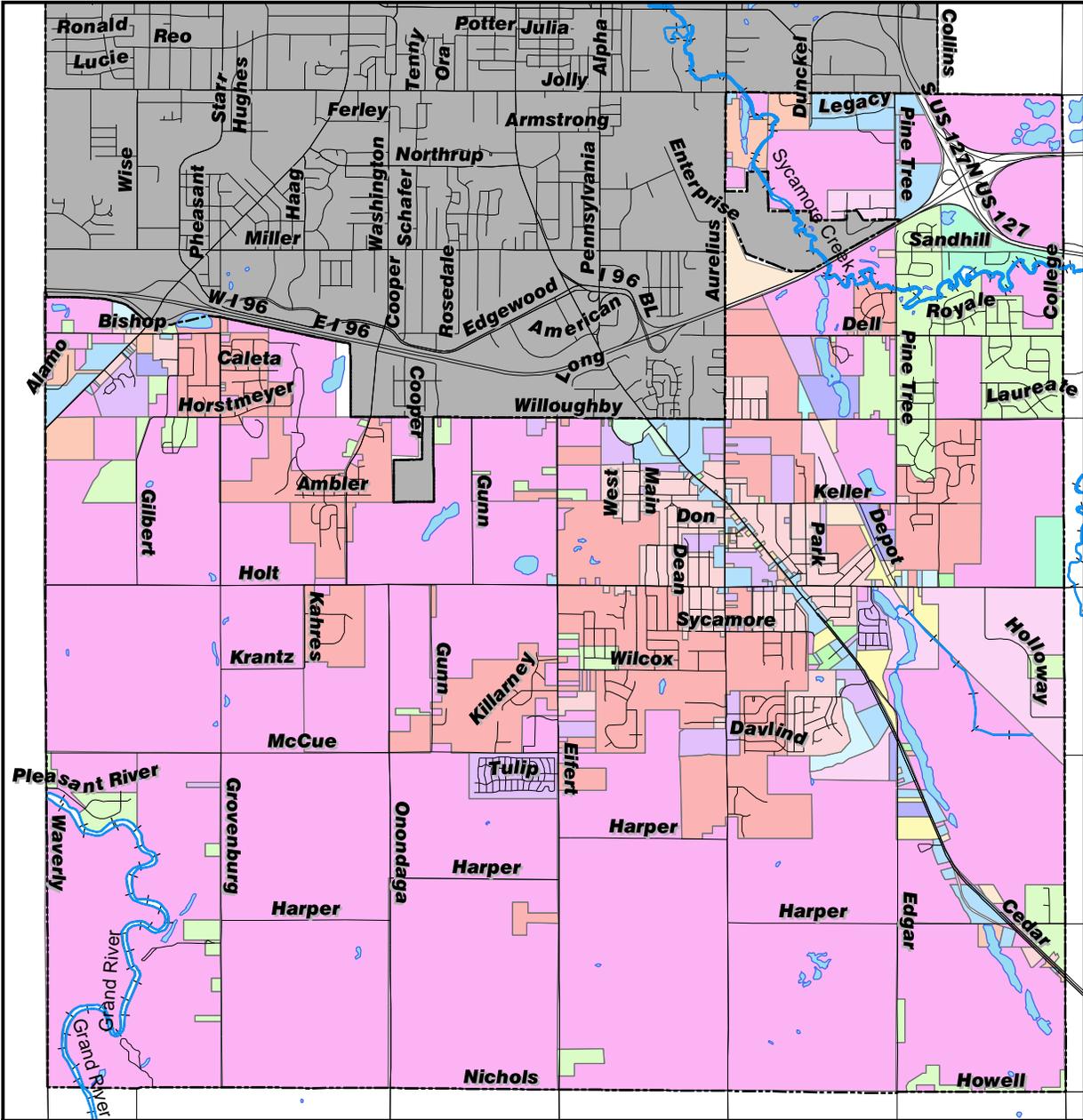
### **Demographics**

Current demographic information was gathered from the Delhi Charter Township Mid-Decade Census, 2006-2008 American Community Survey 3-Year Estimates, compiled by the US Census Bureau and trends were studied by making comparisons to the 1990 and 2000 US Census. Current unemployment statistics were also gathered from the US Department of Labor, Bureau of Labor Statistics. The following demographics are presented as they are relevant to planning for future parks and recreation acquisition, development and programming.

Delhi Charter Township is the fourth largest jurisdiction in Ingham County after Lansing, East Lansing and Meridian Township. The majority of the population, 62%, is in the working age range of 18 to 65, with the median age being 36.7. Twenty-eight percent of the population is under 18 and 9.6% is over 65. Skilled workers in a variety of occupations live in the Township with the top three industries being education services, health care and social assistance; retail trade and manufacturing.

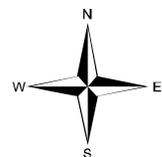
Most people work within 19 minutes of their home. The majority of people drove to work, but the passage of the Delhi Charter Township Non-Motorized Transportation Plan and construction of the first phase of that plan show public and administrative support of providing infrastructure for non-motorized transportation. The population of Township steadily increased over the past 20 years until the recent economic downturn. According to the Bureau of Labor Statistics as of September 2009, the rate of unemployment has increased 75% between 2008 and 2009. Most of the job loss is due to the decrease in manufacturing jobs in the Lansing area and Michigan over all.

# Zoning Map

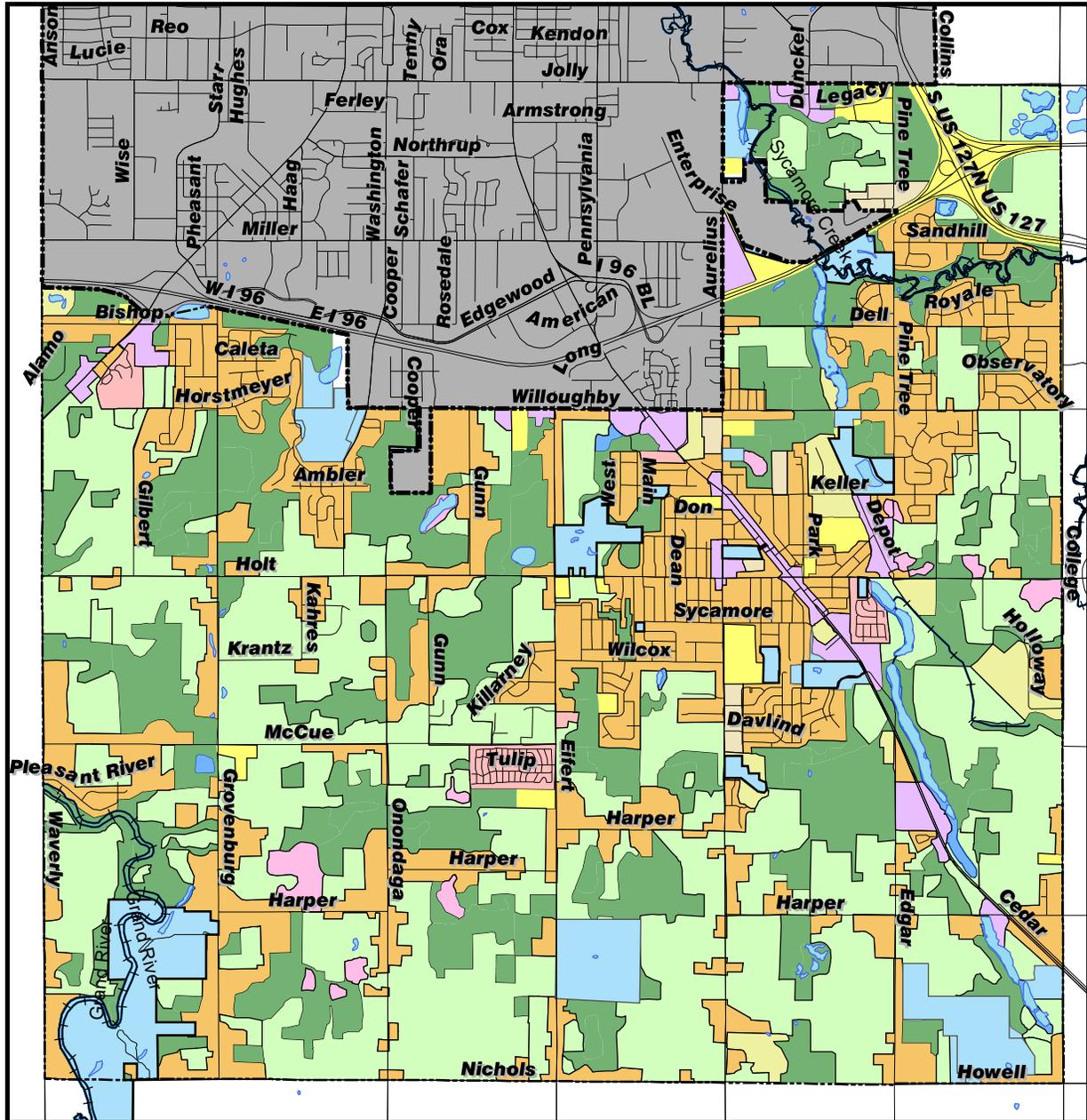


Zoning Information provided by: Tri County Regional Planning Commission

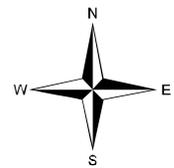
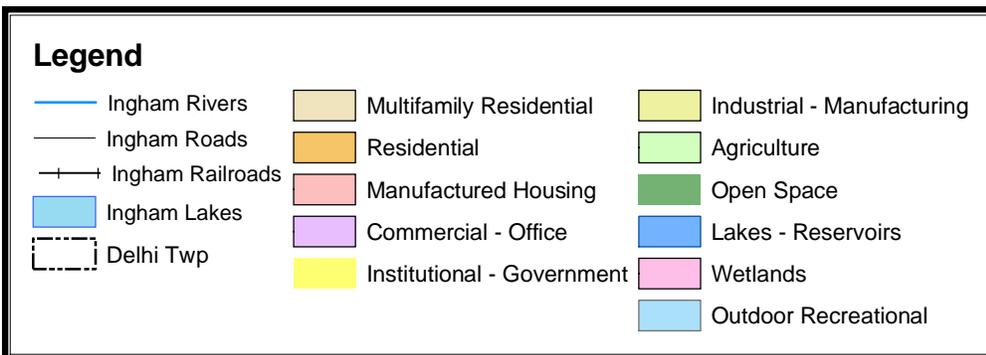
Legend					
	Ingham Rivers		Agricultural		Industrial Warehousing
	Ingham Railroads		Local Business		1 Family Rural Residential
	Ingham Roads		General Business		1 Family Low Density Residential
	Ingham Lakes		Highway Service		1 Family High Density Residential
	Delhi Twp		Planned Shopping		1-2 Family High Density Residential
			Industrial Assembly		1-2 Family High Density Residential
			Industrial Manufacturing		Multiple Family Res-1
			Industrial Park		Multiple Family Res-2
			Industrial Research		Town Center



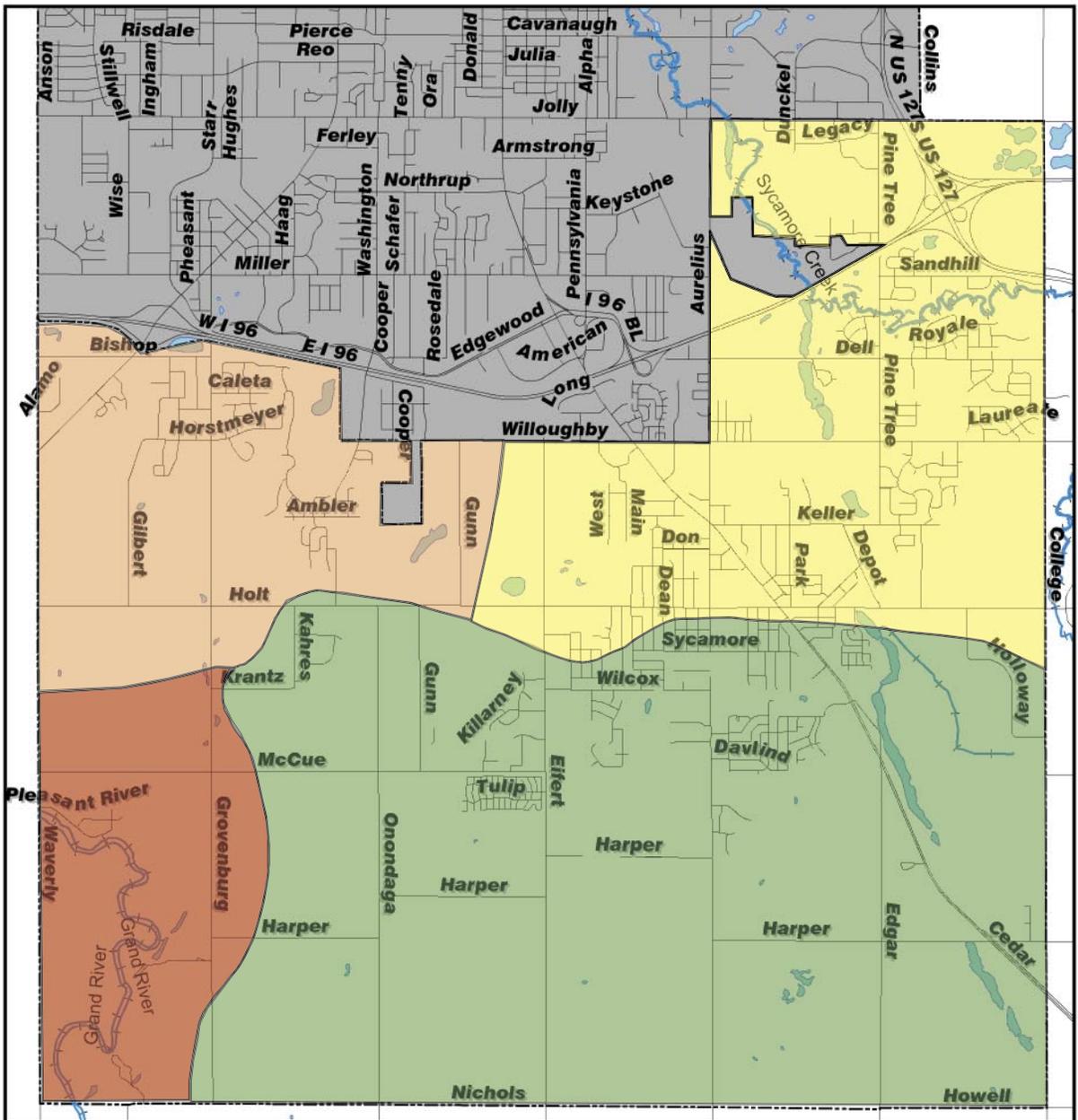
# Land Use Map



Land Use Information Provided by: Tri County Regional Planning Commission



# Topography Map

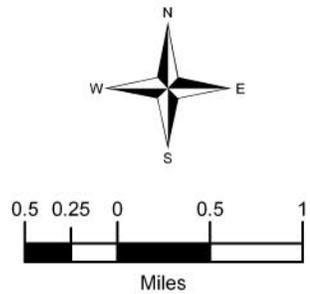


Topography Information Taken From: Delhi Township Recreation Master Plan 1996-2001

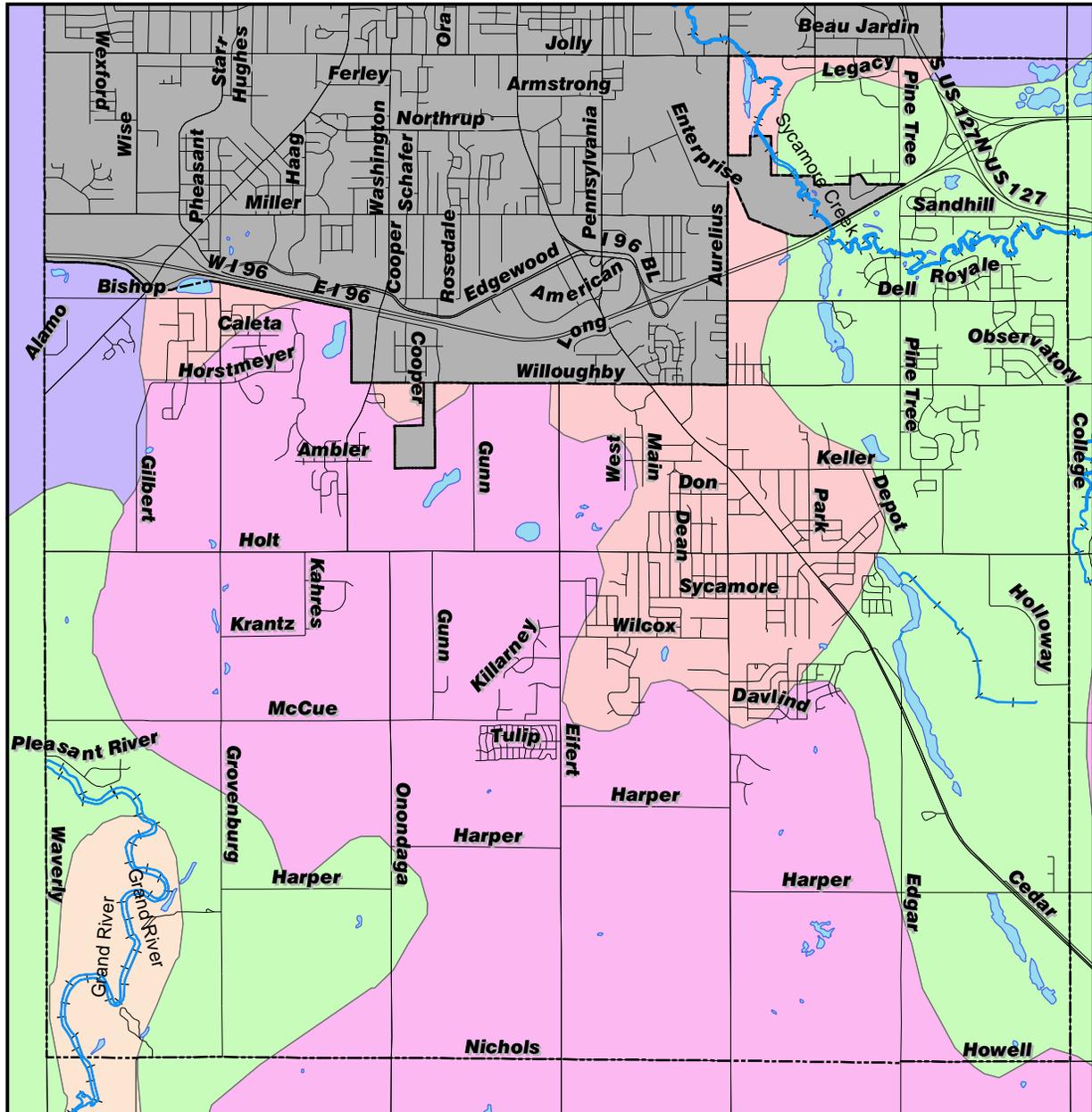
**Legend**

- Ingham Rivers
- Ingham Railroads
- Ingham Roads
- Ingham Lakes
- Delhi Twp

- Gently rolling +1% slope
- Average +1 to 2% slope
- +- 12% slope 850' - 900' contours
- Gently rolling slopes

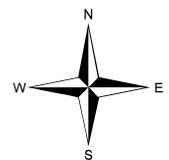


# Soils Map



Soil Information Provided By: State Soil Geographic Database (STATSGO)

Legend		Association	
	Ingham Rivers		BOYER-OAKVILLE-COHOCTAH (MI024)
	Ingham Railroads		MARLETTE-CAPAC-PARKHILL (MI035)
	Ingham Roads		MARLETTE-CAPAC-SPINKS (MI036)
	Ingham Lakes		PARKHILL-CAPAC-LONDO (MI061)
	Delhi Twp		URBANLAND-MARLETTE-CAPAC (MI010)

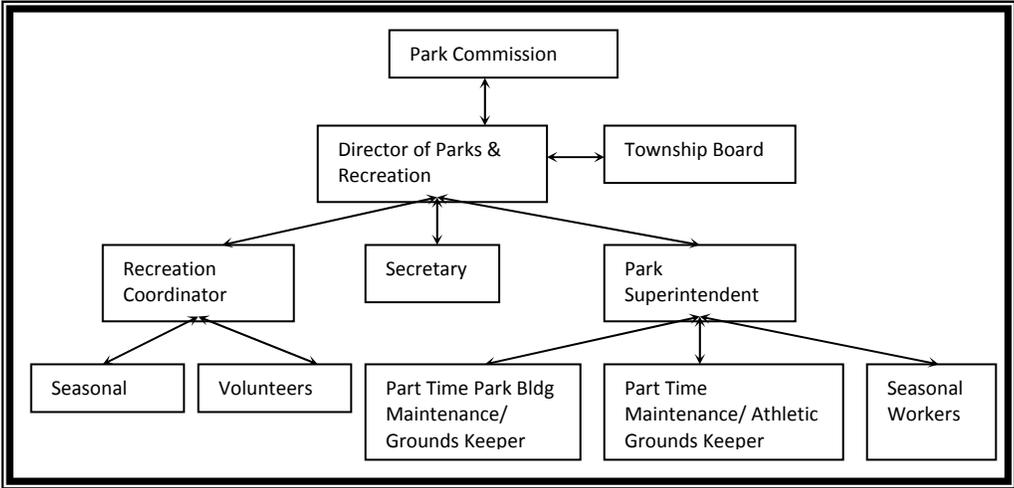




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**Personnel**

The Parks and Recreation Department performs the care and management of the townships nine parks, provides comprehensive recreation programs to residents of Delhi Township and the Holt Public School District, and assistance to community outreach programs for community events and programs. The administrative structure of the Park and Recreation Department is demonstrated in the flow chart below.



The current Parks and Recreation Department is headed by a full-time Director and support staff. The support staff includes a Park Superintendent, Recreation Coordinator, Secretary, 2 part-time maintenance positions and approximately 50 seasonal employees. The director has the responsibility of interviewing, writing job descriptions, parks expenditures, assigning individuals to the recreational or maintenance arms of the township parks department, and coordinating with the Park Commission. The Recreation Coordinator is responsible for directing seasonal staff and volunteers and programming recreational activities. The Park Superintendent also directs seasonal staff and volunteers in the maintenance of the park facilities. The Secretary handles the department’s clerical and office managerial duties.

The Delhi Township Park Commission received authorization to act as the Township Recreation Board and exercise such powers as set under Public Act 1931, No. 271.

The Park Commission is made up of seven elected commissioners.

- |                                 |               |
|---------------------------------|---------------|
| Dennis Fulk, Chairperson        | Chad Ketchum  |
| Susan Lierman, Vice Chairperson | Phil Knapman  |
| Jane Wallin, Secretary          | John Mulvaney |
| Michael Fickies                 |               |

The Park Commission holds open meetings once a month. The Park Commission is a policy setting body that the Parks and Recreation Director reports to directly. The Parks Department receives the majority of its direction from the Park Commission through the Director attending the Park Commission meetings. According to the Delhi Charter Township Ordinance No. 55.4 the commission “shall have full power and authority over all township parks and recreation areas and shall have the power to establish reasonable rules and regulations for the conduct of the public for the use of said parks and for the granting of permits for the use of facilities therein”. The Parks and Recreation Department generally makes suggestions for recreation programming and submits them for approval to the Park Commission. The Park and Recreation Department is in charge of all operations and maintenance of the park facilities.

**PARK FUNDING**

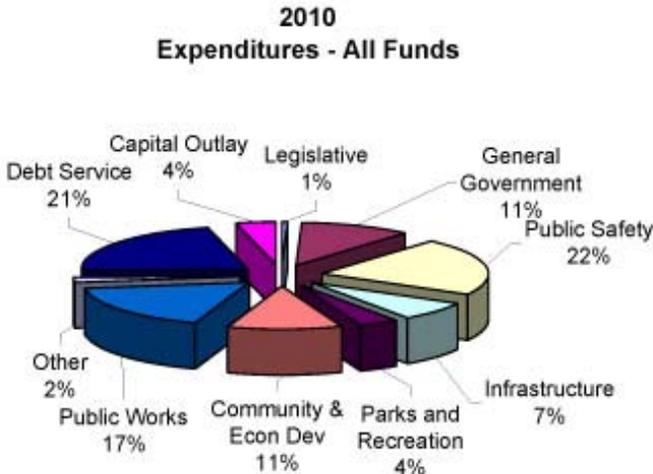
The Parks and Recreation Department develops a budget and submits it to the Park Commission for their review and approval. The Township Board has final approval. Included in this budget are fees and charges for recreation programs and any unused portion of these funds can be retained in the Parks Department at the year’s end.

**LOCAL POLICIES AND PROCEDURES**

Delhi Charter Township Ordinance No. 55.4, Park and Recreational Area and Designated Public Land Area Ordinance addresses definitions, Park Commission powers, personal conduct, swimming, pets, hours, enforcement, etc. A complete copy of the ordinance is in the appendix.

**FINANCIAL RESOURCES**

**General Fund Expenditures by Function**



*Source Delhi Charter Township*

## ADMINISTRATIVE STRUCTURE

Parks and Recreation is important to Delhi Township. Out of the total General Fund dollars 4% goes to Parks & Recreation Support. Capital Outlay receives the same amount and the next highest dollar amount goes to infrastructure. This indicates that the community and the township government place a great value on the recreational opportunities that are available as well as potential opportunities that add to the quality of life in Delhi Township.

The following is the Parks and Recreation Fund Summary for the Delhi Township Parks and Recreation Department. The debt service number for Valhalla Park represents a loan acquired by the Township for the purchase of additional land at Valhalla Park.

<b>Parks and Recreation Fund Summary</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Projected</b>	<b>2010 Budget</b>
<b>Revenues</b>				
Intergovernmental	\$ 85,030	\$ 15,300	\$ 17,360	\$ 15,350
Charges for Services	134,870	129,780	147,280	114,780
Other	65,937	13,000	16,610	13,000
<b>Total Revenues</b>	<b>285,837</b>	<b>158,080</b>	<b>181,250</b>	<b>143,130</b>
<b>Expenditures</b>				
Recreation and Cultural				
Administration	194,411	192,030	216,560	219,770
Parks	342,068	357,040	361,160	350,860
Recreation	170,347	180,870	204,790	177,270
Debt Service - Valhalla Park	46,712	45,500	45,560	44,440
Capital Outlay	129,687	40,000	49,830	-
<b>Total Expenditures</b>	<b>883,225</b>	<b>815,440</b>	<b>877,900</b>	<b>792,340</b>
<b>Other Financing Sources</b>				
Sale of Fixed Assets	2,000	-		
Transfers in	595,388	657,360	696,650	649,210
<b>Total Other Financing Sources</b>	<b>597,388</b>	<b>657,360</b>	<b>696,650</b>	<b>649,210</b>
<b>Revenues over (under) expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance, Beginning</b>	<b>10,571</b>	<b>10,571</b>	<b>10,571</b>	<b>10,571</b>
<b>Fund Balance, Ending</b>	<b>\$ 10,571</b>	<b>\$ 10,571</b>	<b>\$ 10,571</b>	<b>\$ 10,571</b>

The Department has consistently generated around \$800,000 per year in revenue. The following is the numbers for the last two years and the projected revenue for 2010.

<b>PARKS &amp; RECREATION REVENUE</b>		<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Projected</b>	<b>2010 Budget</b>
<b>GL Number</b>	<b>Description</b>				
208-000.00-570.000	STATE GRANTS-MISCELLANEOUS	\$ 70,604	\$ -	\$ -	\$ -
208-000.00-651.010	RECREATION FEES	101,938	100,780	100,780	100,780
208-000.00-651.020	PARKS FACILITY FEES	2,875	4,000	4,000	4,000
208-000.00-651.060	SENIOR CITIZEN EVENT REVENUE	15,057	10,000	35,000	10,000
208-000.00-669.020	COMMUNICATION TOWER LEASE FEE	15,000	15,000	7,500	0
208-000.00-673.000	SALE OF FIXED ASSETS	2,000	0	0	0
208-000.00-675.010	DONATIONS	51,702	0	3,580	0
208-000.00-676.030	SR CITIZEN ELEC & BLDG REVENUE	597	0	30	0
208-000.00-687.000	REFUNDS/REBATE/REIMBURSEMENTS	13,638	13,000	13,000	13,000
208-000.00-699.050	CONTRIBUTION FROM GENERAL FUND	595,388	657,360	696,650	649,210
208-000.00-699.110	TRANSFER IN - DELHI DDA	14,426	15,300	17,360	15,350
<b>Total</b>		<b>\$ 883,225</b>	<b>\$ 815,440</b>	<b>\$ 877,900</b>	<b>\$ 792,340</b>

## **RELATIONSHIP WITH PUBLIC AGENCIES**

### **Holt Public Schools**

Delhi Township has a cooperative agreement with Holt Public Schools. This agreement states that the two organizations may use each other's facilities at no cost. Under this agreement Delhi Township is responsible for adult and youth team sports, clinics, and summer playground programs. Holt Public Schools are to provide all adult and student enrichment classes, intramural activities, and swimming programs. An article including the agreement is in the appendix.

### **Clubs & Organizations**

Delhi Township Parks and Recreation assists many clubs and organizations with community events and programs, including the following:

- Holt Lions Club – Kids Day
- Sam Corey Senior Center Club
- Junior Rams Sport Club
- Kiwanis Club of Holt – Easter Egg Hunt
- American Legion/VFW – Memorial Day Ceremony
- Holt Hometown Festival Committee

The recreation inventory is an essential item to the Parks and Recreation Department. It allows the Department to assess the quantity and type of facilities and where they are located, showcase the variety of program and events offered; identify where new facilities should be built, where ADA upgrades are needed and opportunities for programs and events. The Township continually updates the Facilities Inventory as renovations and additions occur so they have a current list. Programs and events administered by the Department within the past year are included in the program and event listing.

The Department completed a Barrier Free Assessment of all park facilities in January 2010. The Parks and Recreation Department’s recent projects have been constructed to comply with all federal and state statutes regarding barrier-free compliance. It is a goal of the Department to continue to bring all facilities into compliance with these standards.



**RECREATION INVENTORY**



Centennial Farms Park



Deadman's Hill Park



Holt/Eifert Road Property



Jaycee Park



Kiwanis Park



Sam Corey Senior Center



Senior Citizens Park



Bike and Skate Park



Sycamore Park



Sycamore Creek Park



Valhalla Park



Veterans Memorial Garden

PARK FACILITIES INVENTORY																			
DELHI CHARTER TOWNSHIP PARKS AND RECREATION DEPARTMENT																			
FACILITY NAME	ACRES	BASKETBALL	SOFTBALL/BASEBALL	TENNIS COURTS	PLAY EQUIPMENT	PICNIC SHELTER	TRAILS	RESTROOMS	CROSS-COUNTRY SKIING	SLEDGING	ICE SKATING	GARDENS	FISHING	SWIMMING	AMPHITHEATER	PARKING	TRAIL ACCESS POINT	CLASSIFICATION	SPECIAL PARK FEATURES
CENTENNIAL FARMS PARK	10.40				●													N	
DEADMAN'S HILL PARK	13.34				●	○				●	●		●			●		C	
HOLT-EIFERT ROAD	40.00																	U	
JAYCEE PARK	2.66				●													N	
KIWANIS PARK	14.77	2	●	8	●	○		●								●		C	HITTING WALL
SENIOR CITIZENS PARK	5.00															●		M	FORMER SENIOR CENTER, SITE UNDEVELOPED
SAM COREY SENIOR CENTER																●			LOUNGE, MEETING ROOM, KITCHEN
SYCAMORE CREEK PARK	44.00																	U	SPACE FOR COMMUNITY GARDENING
SYCAMORE PARK	0.50																	N	
VALHALLA PARK	62.74		●		●	○	●	●	●		●		●	●		●	●	C	2-5 PLAYGROUND AND 5-12 UNIVERSALLY ACCESSIBLE PLAYGROUND, CONNECTION TO TOWNSHIP NON-MOTORIZED TRAIL
VETERANS MEMORIAL GARDENS	11.26					○		●				●			●	●		C	

204.67 ACRES

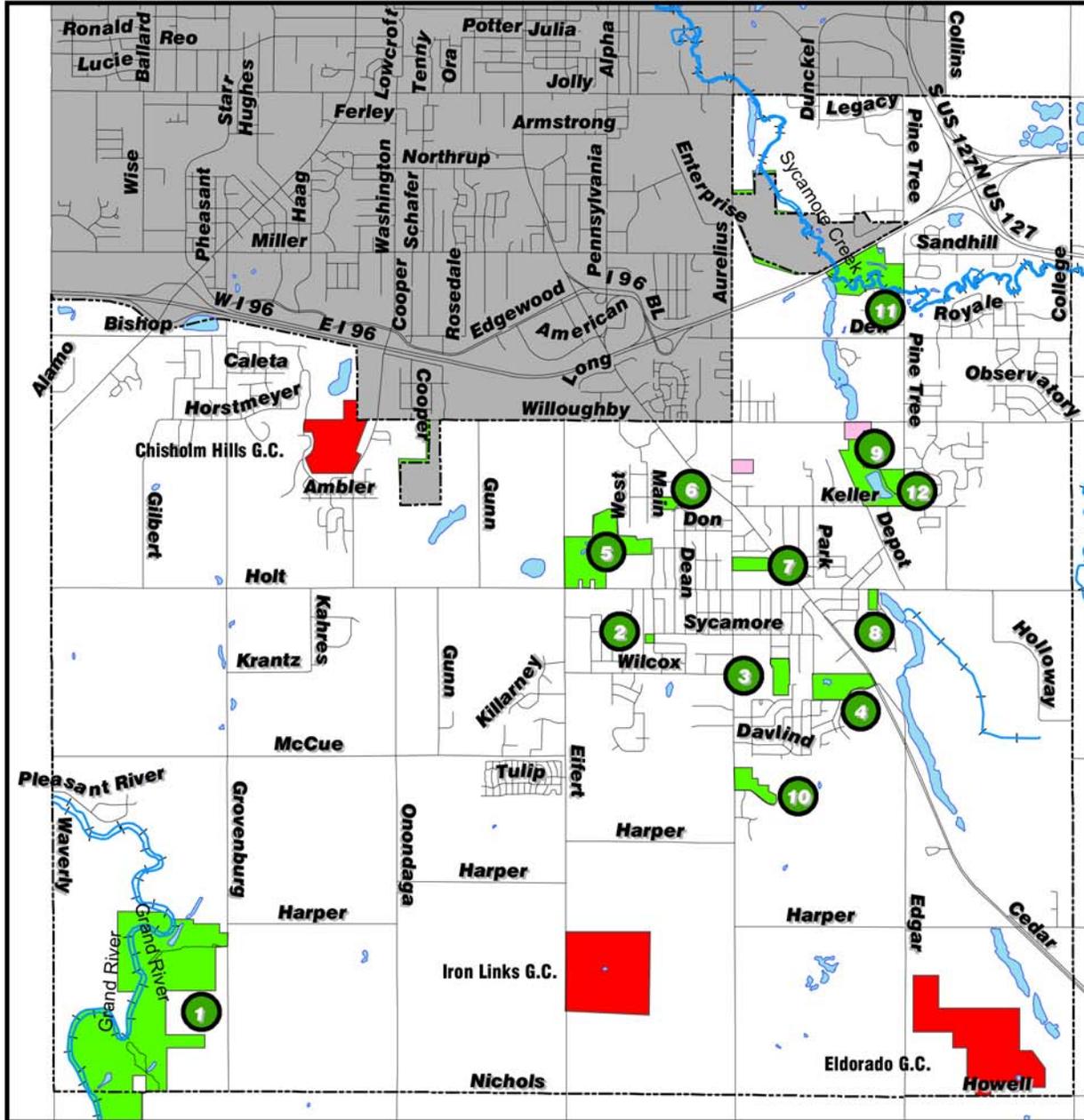
**BIKE AND SKATE PARK**

HOLT JR. HIGH BIKE AND SKATE PARK	0.5																		LEASE AGREEMENT WITH HOLT PUBLIC SCHOOLS
-----------------------------------	-----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

● = ONE FACILITY/ACTIVITY      ○ = FEE

CLASSIFICATION  
 C = COMMUNITY PARK                      N = NEIGHBORHOOD PARK  
 M = MINI PARK                              U = UNDEVELOPED PARK

# Recreation Facilities Map



Recreation Facilities provided by: Tri County Regional Planning Commission

**Legend**

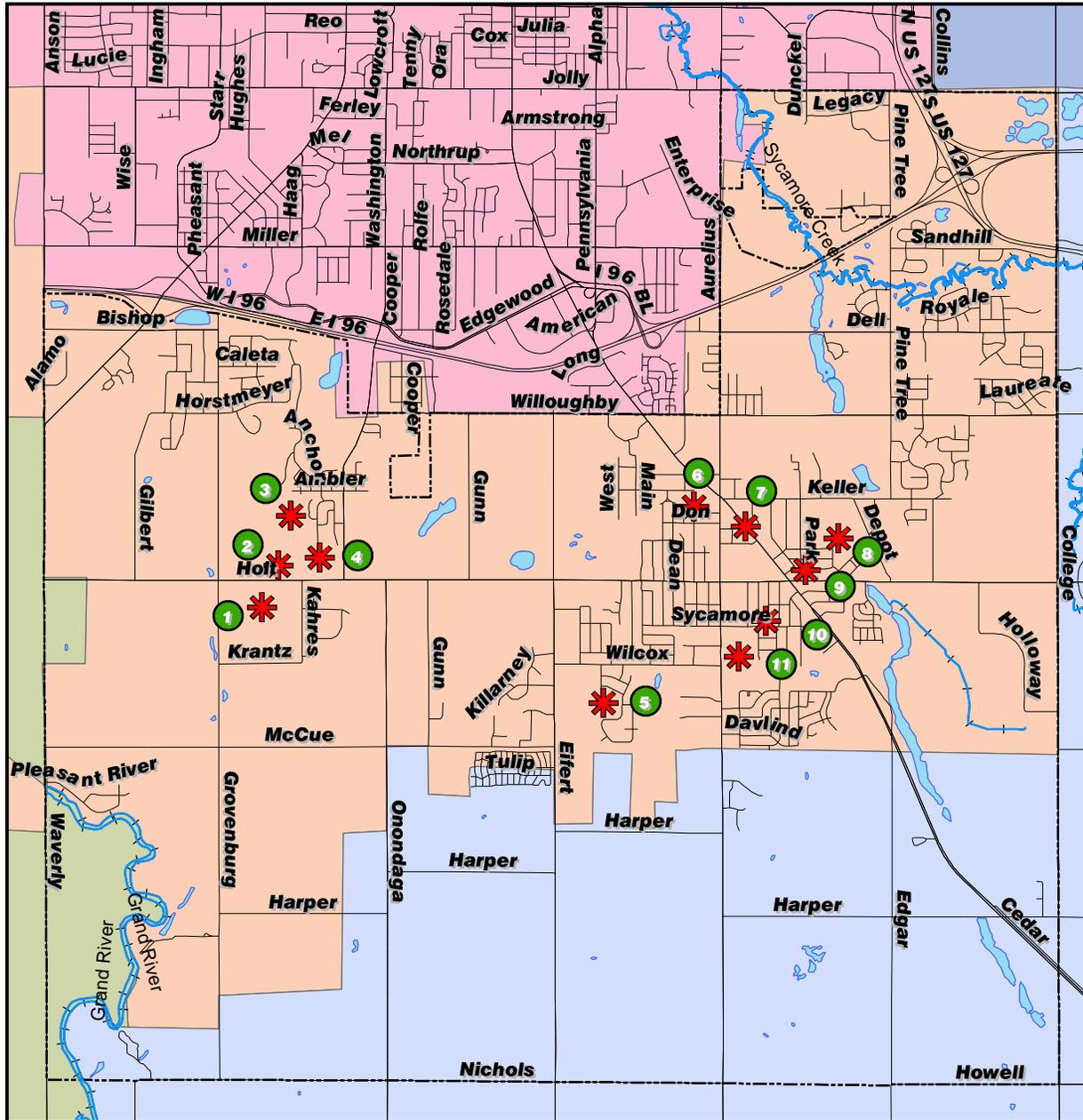
- Ingham Rivers
- Ingham Railroads
- Ingham Roads
- Ingham Lakes
- Delhi Twp
- Parks
- Golf Courses
- Cemetery

**Park Legend**

- Burchfield County Park
- Sycamore Park
- Kiwanis Park
- Deadman's Hill
- Undeveloped Park Land
- Jaycee Park
- Veterans Memorial Gardens
- Sam Corey Senior Citizens Center
- Valhalla Park
- Centennial Farms Park
- Sycamore Creek Park
- Undeveloped Park Land @ Valhalla Park



# School District Map



School Information provided by: Tri County Regional Planning Commission

**Legend**

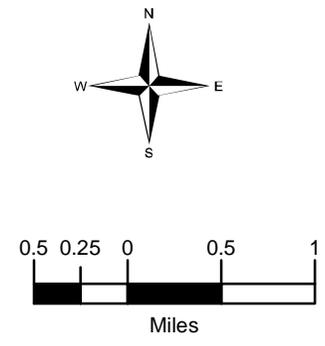
Holt Public Schools Facilities

**School Districts**

- East Lansing School District
- Eaton Rapids School District
- Holt School District
- Lansing School District
- Mason School District

**Schools Legend**

- Holt High School
- Ninth Grade Campus
- Horizon Elementary
- Washington Woods Middle School
- Wilcox Elementary
- Midway Elementary
- Holt Central High
- Elliott Elementary
- Hope Middle School
- Sycamore Elementary
- Holt Junior High





DELHI CHARTER TOWNSHIP  
Non-Motorized Transportation Plan

# NON-MOTORIZED TRANSPORTATION SYSTEM

## LEGEND

- SCHOOLS
- GOLF COURSES
- CEMETERIES
- PARKS & TWSR LAND
- RIGHTS-OF-WAY
- MAJOR ROADS
- BUS ROUTES
- EXISTING SIDEWALK
- PROPOSED SIDEWALK
- EXISTING BIKEWAY
- PROPOSED BIKEWAY
- PROPOSED SHARED USE PATH
- PROPOSED LANE CONVERSION
- PROPOSED MID-BLOCK CROSSING
- TRAFFIC COUNT
- POSSIBLE COMMUNITY CONNECTION
- POSSIBLE TRAFFIC ROUND-A-BOUT
- BUS STOPS

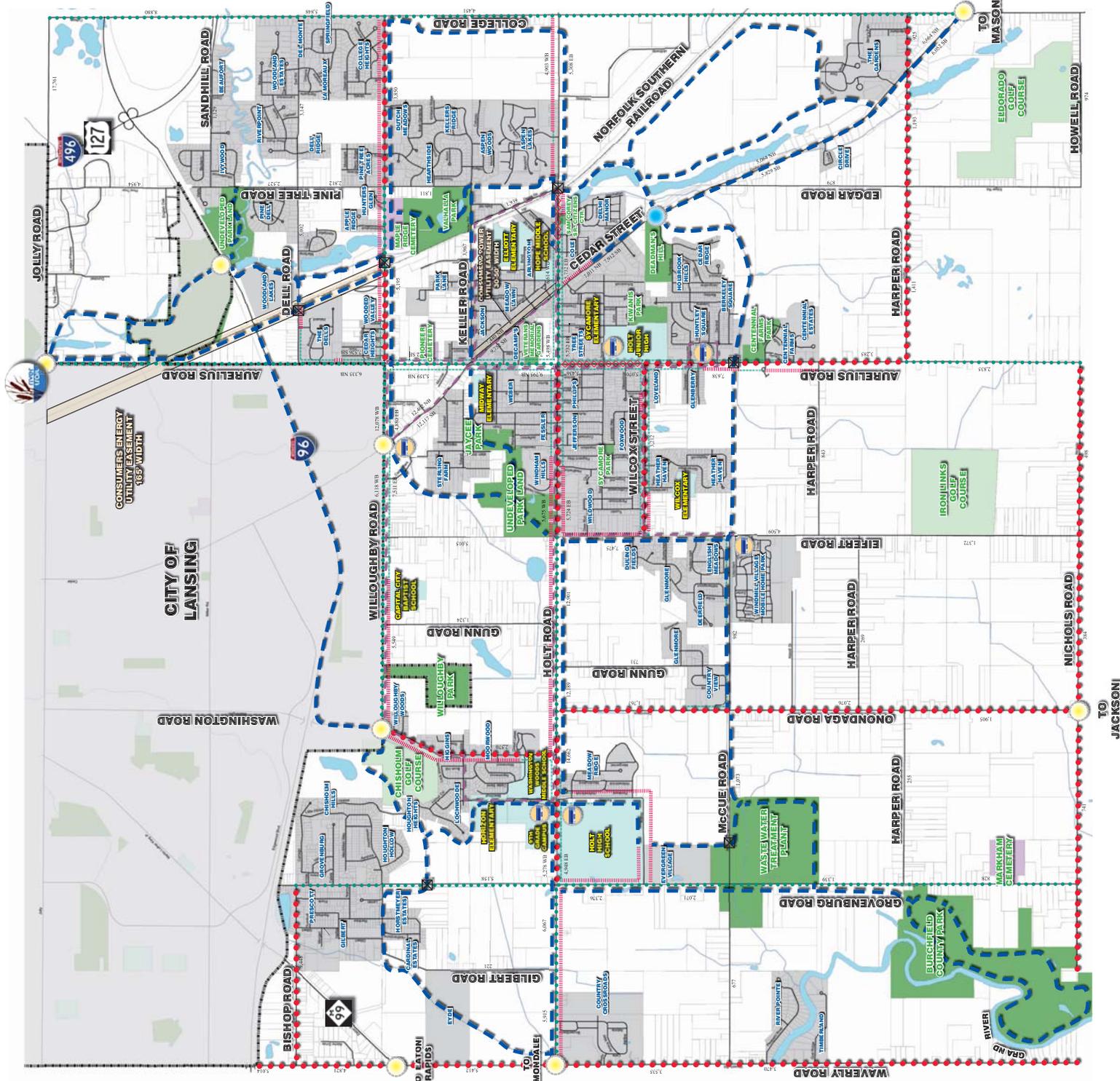
FEBRUARY 13, 2007



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**Comparison to Recreation Standards**

Delhi Charter Township land was classified using the Recreation Park and Open Space Standards and Guidelines, published by the National Recreation and Park Association (NRPA).

Delhi Charter Township has 7.9 acres of park land per 1,000 people more than the NRPA guidelines of 6.25 to 10.5 acres of land per 1,000 people. Currently, the number of neighborhood and community parks is less than the recommended acreage. The two undeveloped park properties will most likely be classified as community parks once they are developed. This will bring the community park numbers within the recommended range for this park classification. The majority of Township owned parks are in the northeast section of the Township near the residential areas. There is a park operated by Ingham County in the southwest section of the Township and parks operated by the city of Lansing along the north border.

<b>Delhi Charter Township Parks</b>				
<b>Park</b>	<b>Mini-Park (0.25 -.5 A/1000)</b>	<b>Neighborhood Park (1-2 A/ 1000)</b>	<b>Community Park (5-8 A/ 1000)</b>	<b>Total</b>
<b>No. of Parks</b>	1	3	4	7
<b>Park Acreage</b>				
<b>Total Acres by Type</b>	5	13.6	102.1	<b>120.7</b>
<b>Acres / 1000 people</b>	<b>0.2</b>	<b>0.5</b>	<b>3.9</b>	<b>4.7</b>
<b>Other Park Land</b>				
Undeveloped Park Land (2)				84
Skate Park (1)				0.5
				<b>84.5</b>
			Total City Park Land	205.2
			Total Acres Park Land/1000 People	<b>7.9</b>
			Total City Parks	<b>10.0</b>

National Recreation and Park Association, recommends 6.25-10.5 Acres/1000 people  
 Population of 25,948 based on a mid-decade census completed by Delhi Charter Township

The Township owns 9 designated parks and a Senior Center. They also have a lease agreement with the Holt Public Schools for a skate park at Holt Jr. High. They help to maintain the non-motorized trail and mowing at the Community Services Center. At the new Sam Corey Senior Center, the Township does not limit service to only Township residents. The Center services seniors in the Tri-County Area and provides food through a meal program with the Tri-County Office of Aging. Seniors can be members of the Sam Corey Senior Center Club with a \$10 annual membership fee.

### Barrier-Free Assessment

It is a long-standing goal of Delhi Charter Township to make all township facilities accessible to all residents. The Township Manager has been established as the township's ADA compliance officer. When constructing new projects, the Parks and Recreation Department builds them to comply with all federal and state statutes regarding barrier-free compliance. The Township has established a goal to implement methods to resolve any remaining accessibility issues.

For the preparation of this Plan, a system-wide accessibility audit was completed for all the park facilities by local consultants. The sites were evaluated for compliance to Americans with Disability Act (ADA) rules and the Michigan Building Code, Barrier Free Rules (MBC). A summary of the findings are listed below.

#### **Bike and Skate Park**

The park is located at Holt Jr. High School. It is a small fenced in area with ramps for bikes, in-line skates and skate boards. The adjacent parking area serves as parking for the park, school and athletic fields. It has many parking spaces marked as accessible and that are wide enough to be considered universally accessible spaces. However, these spaces do not have the required access aisles. It is recommended that the spaces be remarked properly for both van accessible and general accessible spaces. All other items were in compliance with ADA and MBC.

#### **Centennial Farms Park**

This neighborhood park includes a playground and concrete pathways. Adequate access is provided on the pathways and the playground. It is recommended that the rolled curb at Garden Gate Drive be modified into a proper curb ramp.

#### **Deadman's Hill Park**

There are not any accessible routes to the pavilion or playground at this community park. The parking lot is a gravel lot with no accessible parking spaces. The site topography does provide some challenges for developing an accessible route.

#### **Jaycee Park**

There are not any accessible routes to the playground equipment at this neighborhood park. There are not any parking spaces and the park can be accessed from Tolland Avenue and Dean Avenue. It is recommended that an accessible route be provided from at least one of the access points, but it would be beneficial to provide access from both access points.

### **Kiwanis Park**

This is a community park that is adjacent to Holt Jr. High and it is utilized for tennis tournaments by various local schools. The toilet room is connected to a maintenance barn and bringing the toilet room into compliance would require completing structural modifications and enlarging the rooms to make them accessible. The plumbing code also requires tempered water to be available at the accessible lavatories. It is recommended to replace the toilet rooms.

The parking lot has two marked accessible parking spaces by the tennis courts. They are wide enough to be considered universally accessible design, but they do not have the required access aisles. It is recommended that be remarked for both van accessible and general accessible spaces. Consideration should also be given to marking accessible parking spaces on the east side of the parking lot closer to the pavilion.

There is an accessible route from the parking lot to the tennis courts. No other accessible routes are provided to any of the other site amenities including the playground, pavilion, restroom or baseball fields. It is recommended that an accessible route be provided to all of the site amenities.

### **Sam Corey Senior Center**

The new senior center was built to current ADA rules and MBC.

### **Sycamore Park**

There are not any facilities at this neighborhood park.

### **Valhalla Park**

#### **West-Side**

This community park can now be accessed by a non-motorized trail that runs from Holt Road, through the park and out to Willoughby Road. It meets ADA rules and MBC.

The paved parking spaces near the office/toilet building are incorrectly marked with the western space not having the required access aisle. This can easily be corrected by having the access aisle between the west and center space and the sidewalk can function as the aisle for the west space.

The parking lots at the north end of the site are gravel lots. Consideration should be given to placing hard surfaced accessible spaces at both the north and south sides of these lots so that the spaces are closer to the North and South pavilions. A path should also connect from the parking lot to the non-motorized trail. There is no accessible route to the ball fields or pavilions. Accessible routes should be added to these facilities.

There is an entrance booth that was installed to collect an entrance fee to the park. An entrance fee has not been collected in several years. While this booth is not currently used, it would require modifications to make it become compliant. If it were to be brought into compliance it would require modifications including a wider, level turning space both inside the booth and outside as well as eliminating the step into the booth.

The Office/Toilet Room building was originally constructed in 1974. At that time the State Barrier Free rules were being defined and ADA had not been enacted. There are steps at the threshold of the door for entry to the office and staff spaces. This makes the entries not in compliance with the Building Code, Barrier Free Rules and ADA. The step could be removed by raising the sidewalk. The concession window on the north side is not currently used. The window is 38½" above the sidewalk, but should be at 36" high in order to be in compliance. If the sidewalk is raised for the doorways, it could also be raised in this area. The toilet rooms may have complied with the Michigan Building Code prior to the ADA Rules being developed and the latest code updates. Currently the accessibility stalls are not wide enough to be in compliance. The piping should be insulated and the faucets changed so a person does not have to twist or pinch the handles to control the flow of water. The code also requires tempered water to be available at the lavatories. There are no mirrors in the room which is allowed by the rules.

There are two pavilions, a North and South pavilion. These are open structures used for picnics and parties. The non-motorized path runs from the accessible parking and office/toilet building through the park to these two structures. There is no connection from the path to the pavilions. It is recommended that the pavilion be connected to the path with an accessible route.

### **East-Side**

There is not an accessible route to the baseball field on the east side of the park. It is recommended that an accessible route be provided to the field.

The toilet building on the east side of the park may have complied with the Michigan Building Code prior to the ADA Rules being developed. Currently they do not comply with the room size requirements and there is a 2" step from the sidewalk to the threshold. The step could be removed by raising the sidewalk. Otherwise to bring the toilets into compliance with today's rules would require a complete rebuild of the structure, or expanding them into the storage room. The lavatories should have the piping insulated and the faucets changed so a person does not have to twist or pinch to control the flow of water. The code also requires tempered water to be available at the lavatories. There are no mirrors in the room which is allowed by the rules. The drinking fountain that is installed each year was not present, but is a single bowl type and if new work is completed, should be changed to a high/low style and placed in a recess.

### **Veteran's Memorial Garden**

This community park is located behind the Community Services Center and they share a parking lot. The parking spaces for this area were added in 2009 by remarking the resurfaced lot. The spaces do not have signage as required. The access aisle does not lead directly to the walk, but require patrons to go back into the parking lot traffic aisle in order to access the restrooms.

The restroom/pavilion building was completed in 2006. As installed there are a few items that are not in compliance with the rules.

- The lavatories should have the faucets changed so a person does not have to twist or pinch to control the water.
- Mirrors: The mirrors were installed with the bottom of the mirror at 40" while the rules required the bottom of the reflective surface to be at 40", so the mirrors should be move down approximately 1".
- Diaper Changing Stations: There are diaper changing stations in the accessible stall for each Men and Women Rooms. In the up position, they are acceptable, but when down for use they decrease the maneuvering area within the stall and would be difficult for a disabled person to use. The Diaper Changing Station should be reinstalled out in the general area of the Toilet room.
- Drinking Fountains: The Michigan Building Code rules have changed between requiring high/low drinking fountains and this fountain was installed during the 3 year period when a single low fountain was allowed by the Building Code. Current Accessibility Rules in the Building Code require both a high (38"-43") and low (36") high fountain spout height. The rules require that protruding objects greater than 4" from the wall be installed in a recess. This drinking fountain protrudes more than 4" into the walk path.

### **Accessibility Code Development**

This Accessibility Assessment has reviewed the Delhi Charter Township parks and included structures and compared with the following set of rules, the Michigan Barrier Free Design (BFD) Rules and the American with Disabilities Act (ADA) of 1990.

The Michigan Barrier Free Design Rules were first enacted with Act No. 1 of Public Acts of 1966, titled "Utilization of Public Facilities by Physically Limited" which was a general set of policies. Later, in 1974 The State Construction Code Act 230 of 1972 was signed into law which was the first time the State had a formal State Building Code with a more detailed set of rules were developed. Since that time the code and Michigan Barrier Free Design Rules have developed generally on a 3 year cycle and currently is the Michigan Building Code 2006, Part 4 based on IBC 2006 effective August 1, 2008, referencing ICC/ANSI A117.1-2003. These rules are enforced upon newly constructed or remodeling of buildings, and generally do not require upgrade of existing buildings not remodeled. Since the Michigan Barrier Free Design Rules have slowly changed since 1966, many buildings are in different levels of compliance with the BFD Rules.

The American with Disabilities Act (ADA) of 1990, which was signed into law on July 26, 1990, requires that public accommodations must remove architectural barriers and communication barriers that are structural in nature in existing facilities, when it is readily achievable to do so. Barrier removal need be accomplished only when it is "readily achievable" or "easily accomplishable and able to be carried out without much difficulty or expense" to do so. The ADA is not a building code, but is civil rights legislation and is enforced by the American Justices Department which evaluates complaints then determine if the building is in compliance or not. The Department recommends that a public accommodation develop an implementation plan designed to achieve compliance with the ADA's barrier removal requirements.

Below is a list of the ten (10) Federal laws that protect the rights of people with disabilities:

Air Carrier Access Act

Americans with Disabilities Act

Architectural Barriers Act

Civil Rights of Institutionalized

Persons Act

Fair Housing Act

Individuals with Disabilities Education Act

National Voter Registration Act

Rehabilitation Act

Telecommunications Act

Voting Accessibility for the Elderly and Handicapped Act

## Township Run Program Inventory

Delhi Charter Township Parks and Recreation offers programs throughout the year for all ages. The majority of program enrollment numbers have been consistent over the past several years. There has been a decrease in Adult Softball and Youth Competitive Softball and Baseball. See the Recreation Program and Park Services Comparison Chart for a breakdown of enrollment from 2005 to 2009. The following programs and events are run by the Parks and Recreation Department.

### Adult

- Softball Summer League
- Softball Fall League
- Tennis

### Youth

- Basketball
- Baseball/Softball
- Flag Football
- Floor Hockey
- T-ball
- Soccer
- Tennis – Lessons
- Volleyball

### Special Events

- Easter Egg Hunt & Easter Bonnet Contest – Kiwanis Club
- Fishing Derby
- Kid’s Day – Lions Club
- Hershey Track & Field Meet
- Pepsi Pitch, Hit, and Run
- NFL Punt-Pass & Kick Competition
- NBA 2-Ball Competition
- Softball and Baseball Summer Camps
- Basketball Summer Camps
- Holiday Tree Lighting Celebration
- Holt Hometown Festival
- America Legion/VFW Memorial Day Parade and Ceremony

### Senior Citizens

- Day Trips
- Weekly Lunch Program
- Enhance Fitness Exercise Class
- Music Jam Session
- Bridge
- Computer Lessons
- Potluck Luncheons
- Bingo
- Movies
- Crafts
- Book Discussion Group
- Coffee Social Hour

Recreation Programs & Park Services Comparison Chart

Recreation Sports Leagues	2005	2006	2007	2008	2009
	Number of Teams				
Adult Softball Summer League	24	24	24	20	18
Adult Softball Fall League	24	24	24	22	24
Youth Basketball	43	53	53	49	52
Youth Floor Hockey	24	26	24	20	22
Youth Competitive Softball & Baseball	14	44	43	27	34
Youth Recreational Softball & Baseball	68	68	69	74	55
Youth Soccer	26	27	23	24	26
Youth Flag Football	15	19	24	25	26
Youth Volleyball	15	11	15	13	14

Recreation Sports Leagues	Number of Players				
	Adult Softball Summer League		336	332	284
Adult Softball Fall League		288	248	264	281
Youth Basketball		482	482	450	463
Youth Floor Hockey		252	238	212	222
Youth Competitive Softball & Baseball		494	515	351	100
Youth Recreational Softball & Baseball		977	852	893	954
Youth Soccer		282	253	258	268
Youth Flag Football		191	230	232	224
Youth Volleyball		127	155	138	148

Lessons-Special Events-Camps-Trips	Number of Players				
	Tennis Lessons - Youth & Adults	206	196	170	199
Hershey Track & Field	50	500	850	725	780
Punt, Pass & Kick	5	82	140	114	100
Pitch, Hit & Run	82	87	90	93	15
Summer Baseball Camp	51	43	42	18	34
Summer Softball Camp	0	0	23	18	27
Summer Basketball Camp			76	0	0
Senior Citizens Day Trips	8 trips	8 trips	10 trips	9 trips	8 trips

Park Activities					
Number of Parks Maintained	8	8	9	9	9
Number of Acres of Parks Maintained	119.5	119.5	120	120	120
Number of Acres of School Property Maintained	53	53	53	53	53
Number of Pavilion Reservations	106	103	111	98	100

\*School district reimburses township for cost of maintenance for property used for recreation programs. Additional support given to Jr. Rams Sport Groups, Civic Clubs, and Township Festival.

**Grants Management  
Department of Natural Resources**

**Recreation Grant History**

<i><b>Project No</b></i>	<i><b>Application Year</b></i>	<i><b>Project Title</b></i>	<i><b>Grant Amount</b></i>	<i><b>Grant Status</b></i>	<i><b>Project Description</b></i>
26-00402	1973	Valhalla Park (originally Albert Park)	\$45,049.50	Closed	Acquire 45.5 acres of outdoor recreation
26-00638	1975	Valhalla Park	\$46,989.03	Closed	Softball/flag football field, beach and equipment, bathhouse and utilities, lighting, picnic areas, playground equipment, drinking fountain, 2 softball fields and fencing, trails, 2 park entrances, toilet/storage building and utilities and LWCF sign
BF89-325	1989	Deadman's Hill Project	\$30,608.00	Closed	Develop a gravel road and parking lot with a fence added along property boundaries. Picnic tables/shelter, playground equipment and grills.
CM00-148	2000	Community Service Center Park Development	\$285,000.00	Closed	Development of a 5-acre park adjacent to Community Service Center for public events, festivals, native species gardens, wildlife viewing and passive recreation.
26-01679	2007	Valhalla Park Playground	\$75,000.00	Active	Replace obsolete playground equipment at a 45-acre Valhalla Park.

The Delhi Charter Township Parks and Recreation Department has been successful in obtaining grants from the MDNR for several decades. The Department has maintained the facilities constructed with grant funds to allow for aesthetically pleasing sites and safe use for the public.

**Non-Township Owned Recreational Opportunities****Billiards**

Barley's American Outpost: 727 E. Miller, Lansing  
Freddie's Place: 2215 W. Holmes Rd., Lansing  
Lansing Billiards: 5214 Martin Luther King Jr. Blvd., Lansing  
Mr. Grumpy's Pockets: 1618 S. Washington, Lansing  
Pinball Pete's: 220 Albert, East Lansing  
Pockets: 1618 S. Washington, Lansing  
Royal Scott Bowling Lanes: 4722 W. Grand River, Lansing  
Tripper's: 354 Frandor, Lansing

**Bowling**

Holiday Lanes: 3101 E. Grand River, Lansing  
Lansing Bowling Association: 3407 W. Herbison Rd., DeWitt  
Marvelanes: 2120 M-78, East Lansing  
Mason Bowling Center: 801 N. Cedar, Mason  
Michigan State University Union: Abbot @ Grand River, East Lansing  
Pro Bowl: 2122 N. Martin Luther King, Lansing  
Redwing Bowling Lanes: N. US-27, St. Johns  
Royal Scot Lanes: 5722 W Grand River, Lansing  
Sky Lanes: 5141 S. Martin Luther King, Lansing

**Campgrounds**

Hickory Lake Campgrounds: 11433 S Beardslee Rd., Perry  
Lansing Cottonwood Campground: 5339 Aurelius, Lansing  
Moon Lake Campground: 12700 S. Colby Lake Rd., Laingsburg  
Mullican's Riverside Resort: 3266 N. Ionia Rd., Vermontville  
Wheel Inn Campground: 240 Fogg, Leslie

**Camps**

Aim High Sports: 7977 Centerline Dr., Dimondale  
Eaton Rapids Camp Meeting Retreats: 606 Outer Dr., Eaton Rapids  
Girl Scout Camp Wacousta: 13360 S. Wacousta Rd., Grand Ledge  
Mystic Lake YMCA & Pa-Wa-Pi YMCA Day Camp: 2306 Haslett, Lansing  
Tutor Time Adventure Camp:  
2273 Club Meridian Dr., Okemos  
1150 Commerce Park Parkway, DeWitt

**Canoe/Boat Rental**

Burchfield Park: 630 ½ N. Cedar, Mason  
Harlow's Wacousta Canoe Rental: 9988 Riverside Dr., Eagle

**Clubs**

American Legion:  
112 S Howard, Lansing  
731 N Clinton, Grand Ledge  
1240 E. Grand River, Laingsburg  
Capital City Old Car Club: 2373 W. Barnes, Mason  
Chief Okemos Sportsman's Club: 4667 Gunnell, Dimondale  
City Club of Lansing: 213 S. Grand Ave., Lansing  
Country Club of Lansing: 2200 Moores River, Lansing  
Family Motorcycle Club: 1206 S. Washington, Lansing  
Jug & Mug Ski Club: 2216 E. Michigan, Lansing  
Kiwanis Club of East Lansing: MSU Union Building, Williamston  
Lansing Association of Women's Club: 301 N. Butler Blvd., Lansing  
Lansing Boat Club: 2901 W. Main, Lansing Township  
Lansing Sailing Club: 6039 E. Lake Drive, Haslett  
Leiderkranz Club: 5828 S. Pennsylvania, Lansing  
Metropolitan Flying Club: 2216 E. Michigan, Lansing  
Michigan State Grange: 1730 Chamberlain Way, Haslett  
Michigan Trap Shooting Association: 1534 Service Rd., Mason  
Okemos Seahawks Aquatic Club: 1632 Alpha, Lansing  
Polish Home Federated: 1030 Mt. Hope, Lansing  
Rotary Club of Lansing: 417 Seymor, Lansing  
Spartan Water Polo Club  
Ten Pound Fiddle: 431 Gainsborough Dr., East Lansing  
Tri-County Bicycle Association: 5825 Oak Knoll, Lansing  
University Club of Michigan State: 3435 Forest Rd., East Lansing  
V.F.W. Post 6034: 412 E. Main, Potterville  
V.F.W. Post 7309: 1243 Hull, Lansing

**Dance and Gymnastics**

Academy of Dance Arts: 2224 E. Michigan, Lansing  
Ann's School of Dance: 3320 E. Lake Lansing, East Lansing  
Assiff Studio of the Dance: 140 W. Grand River, East Lansing  
Baur Nancie Dance Studio: 2018 Cedar St., Delhi Twp.  
Synergy Dance: 1723 E Grand River, Okemos  
Children's Ballet Theatre: 1235 Center St., Lansing  
Dance Fusion: 2168 Cedar St., Delhi Twp.  
Dance World: 16262 Chandler, East Lansing  
Danzalot LLC: 1493 Haslett Rd., Haslett  
DeMellio Studio of Dance: 1115 ½ N. Washington, Lansing  
Donna Marie's Studio of Dance: 800 Thomas L. Parkway, W. Delta Twp.  
Great Lakes Gymnastics: 1900 S. Cedar, Lansing

Greater Lansing Ballet Company: 2224 E. Michigan Ave.,  
Lansing  
Happendance Studio YWCA: 3448 Hagadorn, Okemos  
Island Dance Center: 224 S. Main, Eaton Rapids  
Karyn's Dance Place: 4462 Holt, Delhi Twp.  
Lansing Chamber Dance: 2456 Cedar St., Holt  
Red Cedar Gymnastics: 1860 ½ W. Grand River, Okemos  
Rising Star Studio: 526 Lentz, Lansing  
Studio de Dance: 1306 Michigan, East Lansing  
Synergy Touring Company: 2002 Cedar St., Holt  
Tari's Cornerstone Studio: 1673 Haslett, Haslett  
Twistars USA Inc.: 9410 Davis Hwy., Dimondale  
Watson Patsy Dancing School: 3222 S. Martin Luther King Jr.  
Blvd., Lansing  
Williams School of Dance: 128 W. Grand River, Williamston

## **Golf Courses - Miniature**

DeWitt Family Golf Center: 11890 US-27, DeWitt  
Funtyme Adventure Park:  
800 Hogsback, Mason  
6295 E. Saginaw, Grand Ledge  
3384 James Phillips Dr., Okemos  
King Par Golf: 1410 W. Grand River, Okemos  
WindRiver Adventure Golf: 5800 Park Lake Rd., East Lansing

## **Golf Courses – Practice Ranges**

Applegate Golf Center: 2055 Towner, Haslett  
Branson Bay Golf Course: 215 Branson Bay Dr., Mason  
DeWitt Family Golf Center: 11890 US 27, DeWitt  
El Dorado: 3750 W. Howell, Mason  
Forest Akers Golf Course: 3535 Forest Rd., Lansing  
Funtyme Adventure Park:  
800 Hogsback, Mason  
6295 E. Saginaw, Grand Ledge  
3384 James Phillips Dr., Okemos  
Highland Hills: 450 W. Alward, DeWitt  
King Par: 1410 W. Grand River, Okemos  
Lansing Golf Center: 5855 M-99, Dimondale  
Eagle View Golf Club: 2602 Tomlinson, Mason  
Royal Scot: 2722 W. Grand River, Lansing  
Timber Ridge: 16339 Park Lake, East Lansing

## **Golf Courses - Private**

Country Club of Lansing: 2200 Moores River, Lansing  
Grand Ledge Country Club: 5813 E. St. Joseph Hwy, Grand  
Ledge  
Walnut Hills: 2874 Lake Lansing, East Lansing

## **Golf Courses - Public**

Akers: Mt. Hope & S. Harrison, East Lansing  
Bonnie View: 194 S. Michigan, Eaton Rapids  
Branson Bay: 215 Branson Bay, Mason  
Brookshire Inn: 205 W. Church, Williamston  
Chisholm Hills Golf Course: 2395 S. Washington, Lansing  
Centennial Acres: 12485 Dow Road, Sunfield  
Eagle View Golf Club: 2395 S. Washington, Lansing  
El Dorado: 3750 W. Howell, Mason  
Glenbrier: 4178 W. Locke, Perry  
Governors Club of Michigan LLC: 4036 S. Hagadorn, Okemos  
Grand Ledge Country Club: 5813 E. St. Joseph, Grand Ledge  
Highland Hills: 450 E. Alward, DeWitt  
Hunter's Ridge Golf Course: 8101 Byron Rd., Howell  
Indian Hills: 4887 Nakoma, Okemos  
Ironwood Links: 742 N. Eifert, Mason  
Lake O' the Hills: 2101 LacDuMont, Haslett  
Ledge Meadows: 1801 Grand Ledge Highway, Grand Ledge  
Meridian Sun Golf Club: 1018 Haslett Rd., Haslett  
Oak Lane: 800 N. Main, Webberville  
Pine Hills: 6603 N. Woodbury, Laingsburg  
Players Club: 925 S. Canal Rd., Grand Ledge  
Prairie Creek: 800 Web Road, DeWitt  
Royal Scot: 4722 W. Grand River, Lansing  
The Falcon at Hawk Hollow: 555 Quarter Horse, East Lansing  
Timber Ridge: 16339 Park Lake, East Lansing  
Twin Brook: 2200 Island Hwy., Charlotte  
Twin Oaks: 6345 N. US-27, St. Johns  
Wheatfield Valley: 1600 Linn Rd., Williamston

## **Health & Fitness**

Court One:  
1609 Lake Lansing, Lansing  
2291 Research Circle, Okemos  
Curves for Women:  
2040 N. Aurelius Rd., Delhi Twp.  
602 Elmwood Rd., Delta Twp.  
Fitness USA:  
5611 W. Saginaw, Lansing  
Frاندor Mall, 656 Frاندor  
Go Work Out: 6135 W. Saginaw, Lansing  
Gold's Gym: 4790 S. Hagadorn, Lansing  
Hawaii Health Spa: 4979 Lansing Rd., Lansing  
Michigan Athletic Club: 2900 Hannah, East Lansing  
Mid-Michigan Academy of Martial Art:  
5218 S. Martin Luther King, Lansing  
2128 Hamilton, Okemos  
One on One Personal Training: 4749 Central Park, Okemos  
Powerhouse Gym: 12900 US-27, DeWitt

World Gym: 2380 N. Cedar, Holt

YMCA:

Dewitt Branch, 13161 Schavey Rd., DeWitt

Downtown Branch, N. Washington Ave., Lansing

Oak Park Branch, 900 Long Blvd, Lansing

Parkwood Branch, 2306 Haslett Rd, East Lansing

Westside Community, 3700 Old Lansing Rd., Lansing

## Museums

Abrams Planetarium: Michigan State University, East Lansing

Impression Five: 200 Museum Dr., Lansing

Michigan Historical Museum: 717 W. Allegan, Lansing

Michigan Museum of Surveying: 220 Museum Dr., Lansing

Michigan Supreme Court Learning Center: 925 W. Ottawa

Michigan State University Kresge Art Gallery: Michigan State University, East Lansing

Michigan State University Museum: W. Circle Dr., East Lansing

Michigan Women's Museum & Hall of Fame: 213 W. Main Street, Lansing

R.E. Olds Transportation Museum: 240 Museum Dr., Lansing

Telephone Pioneer Museum: 221 N. Washington Sq., Lansing

## Nature Centers

Audubon-Capitol Area: 2020 Mt. Hope, Lansing

Harris Nature Center: 3998 Van Atta Rd. Okemos

Woldumar Nature Center: 5739 Lansing Rd. Delta Twp.

## Skating Rinks/Parks/Rental

Apple Sports: 1050 Trowbridge, Lansing

Edru Roller Skating Area: 1891 S. Cedar, Holt

Suburban Ice Sports: 2810 Hannah Blvd., East Lansing

Munn Ice Arena: Michigan State University, East Lansing

The Summit: 9410 Davis Hwy., Dimondale

## Theatres - Cinema

Celebration Cinema: 200 E. Edgewood Blvd., Lansing

Elmwood Plaza 8 Theatres: 936 E. Mall Dr. Lansing

Lansing Mall West Cinema: 921 W. Mall Dr., Lansing

Meridian Theatres: Meridian Mall, 1999 Central Park Dr., Okemos

NCG Lansing Cinemas: 2500 Showtime Dr., Lansing Township

Sun Theatre: 316 S. Bridge, Grand Ledge

## Theatres – Performing Arts

All of Us Express – Childrens: 3222 S. Martin L. King Jr. Blvd., Lansing

Boarshead: 425 S. Grand, Lansing

Lansing Civic Players Guild: 2300 E. Michigan, Lansing

Lansing Community College: 401 N. Capitol, Lansing

Michigan State University Department of Theatre: East Lansing

Riverwalk Theatre: 228 Museum Dr., Lansing

Wharton Center: Michigan State University, East Lansing

### Holt Public Schools

Under a cooperative agreement with Delhi Township, Holt Public Schools provide enrichment, intramural, and swimming activities. The Community Education Office runs these programs. A few of the classes they offer are computer, health & safety, swimming, and dance. The Delhi Township Parks & Recreation Department completes maintenance operations for field facilities utilized for Community Education programs. Some of the school facilities were included in the recreation inventory.

### Regional Parks and Recreational Facilities

#### **Sleepy Hollow State Park, State of Michigan**

Sleepy Hollow State Park is located in Clinton County off Price Road off from US-27, near St. Johns and Laingsburg. The park is operated by the Michigan Department of Natural Resources (DNR), and contains over 2600 acres, with a 410 acre lake, Lake Ovid, which was developed from the Little Maple River.

The Park has a modern campground with 181 sites and restroom accommodations. Also available is a rustic youth organization site for youth groups, scouts and church and school group use. The camp sites are within a short walk to the park's beach area. Day use facilities at the park include a ½ mile beach with beach house and concessions, shelters and picnicking, play equipment, restroom facilities, ball fields, trails for hiking and mountain biking, groomed cross-country ski trails, and activities such as snowmobiling, hunting and trapping (during appropriate seasons) and year round bird watching.

Sleepy Hollow is also the site of the annual Indian Pow-Wow, hosted by the Lansing North American Center.

#### **Rose Lake Wildlife Research Area, State of Michigan**

Rose Lake Wildlife Research Area is located in Bath and Woodhull Townships off of Upton and Stoll Roads. The park is operated by the Michigan DNR containing Rose Lake, Potter Lake and a portion of Mud Lake.

Existing facilities provide opportunities to study wildlife habitats, and activities such as hunting, snowmobiling, cross-country skiing and trails for hiking and mountain biking. Most of the facilities provide limited access. Parking and roadways are around the perimeter with facilities located in the middle.

#### **Burchfield Park and Riverbend Natural Area, Ingham County**

Burchfield Park contains the Riverbend Natural Area within it, making Burchfield Park the county's largest park. The park contains over 540 acres and is located along the central western edge of the county, south of Lansing between Dimondale and Holt, along the Grand River. The land is mostly wooded with some grass areas. The park also contains the McNamara Canoe Landing, which is state owned land that Ingham County has a long-term operating agreement for.

Existing features include: more than 6 miles of hiking trails, over 10 miles of mountain bike trails, a softball diamond, bank and boat fishing, a beach with swimming on a natural spring fed pond, canoe, kayak and pedal boat rentals, horseshoe pits, nature day camp, picnic grounds & shelters, playgrounds, volleyball courts, a

stocked fishing pond, 6.9 miles of cross-country ski trails with rentals and lessons, ice skating, two sledding hills, dual 700 foot toboggan runs and a warming lodge & snack bar.

### **Hawk Island Park, Ingham County**

Hawk Island Park is Ingham County's most recent development. The park is located in the city limits of Lansing, north of Cavanaugh Road between Aurelius and Pennsylvania. The north end of this park connects to Scott Woods, a City of Lansing Park.

The park was built on the former Solomon Gravel Pits, reaching completion in 2001. Facilities at the park include a 35 acre lake, beach, bath house, boat rental, fishing with the lake stocked, picnic grounds and shelters, playgrounds, volleyball courts, ball diamonds, paved trails, a winter sports rental area and cross-country skiing extending through park and cooperatively with the city into Scott Woods Park and Sycamore Golf Course. There are walkways on Cavanaugh Road leading to the park.

In 2003 and 2004 the city was awarded DNR and MDOT grant funding to extend the River Trail South from Potter Park to Hawk Island. This connection was completed in 2007.

### **Kenneth A. Hope Soccer Complex, Ingham County**

The Kenneth A. Hope Soccer Complex is a premier soccer complex in the tri-county area. The complex consists of six state-of-the-art fields that have earned World Cup ratings. The complex officially opened September 9, 2000. Located at 5801 Aurelius Road, between Jolly and Miller Roads in Lansing the complex will be utilized for youth recreational soccer, adult leagues and tournaments.

### **Lake Lansing Park - South, Ingham County**

Lake Lansing Park – South contains 30 acres and is located at the northeast corner of Lake Lansing and Marsh Roads in Meridian Township. The park is formerly the site of a popular amusement park. The old carousel building was preserved and remains on location. The park is very popular during the warm months because of its sandy swimming beach. Overcrowding is typical during warm weekends with swimmers and boaters. Currently, the County Parks Department owns and leases out the house at the southwest end of the property. Access to the picnic shelter is paved and also handicap accessible.

Existing facilities include: a beach and bath house, horseshoe pits, pedal boat rental, picnic grounds and shelter, playgrounds and tricycle track, shuffleboard courts, snack bar, volleyball courts, and ice fishing.

### **Lake Lansing Park – North, Ingham County**

Lake Lansing Park – North consists of 410 acres of land and is operated by Ingham County Parks Department. It is located to the northeast of Lake Lansing in Meridian Township, with a majority of the park lying north of Lake Drive. Only a small boat launch links Lake Lansing Park – North with Lake Lansing. A good portion of the park is wooded upland consisting of mature oaks and maples. Much of the park is marshlands, consisting of pine plantations and transitional field grasses.

Existing facilities include: softball diamonds, a boat launch, hiking trails and boardwalks, horseshoe pits, nature study area, picnic grounds and shelters, playgrounds, volleyball courts, cross-country skiing and rentals, ice fishing and winter warming lodge.

### **Potter Park Zoo, Ingham County/City of Lansing**

Potter Park Zoo is owned by the city of Lansing and run by Ingham County. It is open year round for a fee except during winter hours. They have animals from around the world in outdoor exhibits such as the Barnyard and Wolf Woods, indoor facilities including the Bird and Reptile House and Feline/Primate House, and they have an indoor education center. It is located in Potter Park at 1301 S. Pennsylvania Avenue.

### **River Trail, City of Lansing**

The River Trail is an asphalt and boardwalk trail that covers 11 miles through the city of Lansing. It runs from the MSU campus on the east, Maguire Park (almost to Delhi Township) on the south, Dietrich Park (almost to Delta Township) on the north and Grand River Park (almost to Delta Township) on the west.

### **East Lansing Soccer Complex, East Lansing**

The East Lansing Soccer Complex includes 7 full-size fields and one smaller practice field that are available for use for soccer, field hockey, lacrosse, football, Frisbee and kickball. It is located on 3700 Coleman Road, just off Chandler Road in East Lansing.

### **East Lansing Softball Complex, East Lansing**

The East Lansing Softball Complex includes 4 lighted ball fields that support softball, baseball and kickball. It is located on 410 Abbott Road in East Lansing.

### **East Lansing Aquatic Center, East Lansing**

This facility is an outdoor aquatic center that is open to the public for a fee from June until September. It has water slides, diving boards, zero grade pool, splash pad and picnic pavilions that are available to rent. It is located at 6400 Abbot Road in East Lansing.

### **Alliance Lake Softball Complex, Potterville**

Alliance Lake Softball Complex includes 4 lighted ball fields that support softball, baseball and kickball. The complex is located southwest of Lansing in Potterville on 515 Alliance Drive.

### **Fitzgerald Park, Eaton County**

Fitzgerald Park is a 78 acre park operated by the Eaton County Parks and Recreation Commission. It is located at 133 Fitzgerald Park Drive in Grand Ledge along the Grand River and is on top of ancient sedimentary rocks known as the "Ledges." The park offers picnicking, trails, a Nature Center, ball diamonds, volleyball, basketball, horseshoes, a playground, and disc golf, sledding, and skateboard park. The park also rents canoes and cross-country skis seasonally.

Naturalist services are offered at the park, by the Eaton County Parks and Recreation Commission's Park Naturalist, for civic groups, school groups, and any other organization. These services include presentations on ecology (i.e. trees, plants, wildlife, and natural history).

### **Lincoln Brick Park, Eaton County**

Lincoln Brick Park is historically named after the decade of brick production that once took place on the site. The park is located just north of Grand Ledge on Tallman Road, one mile west of M-100 off State Road. The park consists of 90 acres and is positioned just across the river from Fitzgerald Park. The park is composed of a variety of habitats from woodlands and open meadows to over 6,000 feet of scenic river frontage. The park provides pavilions and picnicking, a tot lot, nature trails, cross country skiing, fishing, and archery range and diversified wildlife. The park has proposed developments which would provide access across the Grand River to Fitzgerald Park.

### **Harris Nature Center, Meridian Township**

Harris Nature Center is a recently developed nature center located at 3998 Van Atta Road and is operated by the Meridian Township Parks and Recreation Department. The center consists of over 200 acres of land dedicated to promoting and interpreting the Red Cedar River and the surrounding ecosystems. The center provides programs and exhibits intended to assist in the learning process. Renovated buildings and facilities are used to complement hiking and nature observation opportunities. The nature center opened its doors in the summer of 1997.

### **Woldumar Nature Center, Nature Way Association**

Woldumar Nature Center was established in 1966 when a land donation of 177 acres was made to the Nature Way Association; the governing body of Woldumar. It is located at 5539 Lansing Road, in Lansing, and currently maintains 188 acres of land. The Nature Way Association is a private, non-profit educational organization, providing outdoor education to 1,500 school children annually. Over 40,000 guests visit during the same period. The nature center provides educational trail system through woodlands, fields, prairie, pine forests, orchards, and along the Grand River. There are over 5 miles of trails and at least 1 mile of river shoreline.

## Other Local Parks

### **City of Lansing Parks and Recreation Facilities in Delhi Township**

The City of Lansing Parks and Recreation Department owns five sites in the north and northeast sections of Delhi Township. They are currently undeveloped at this time. The four sites are Willoughby Park with 66 acres, M.S.H.D. Parcel C with 44 acres, M.S.H.D. Parcel D with 39 acres, M.S.H.D. Parcel F with 13 acres. These parcels are located near larger population concentrations in Delhi Township.

### **City of Mason**

The nearby City of Mason also offers a full-service parks and recreation department to its residents. Of special interest to residents of Delhi Township is Bond Park, a recently constructed skate park and roller hockey rink.

**Facilities Conclusion**

The above listed facilities and departments, all within a half-hour drive of Delhi Charter Township, when combined with the township’s own facilities and programs, makes Delhi Charter Township relatively rich in recreational opportunities and facilities.

Please see the Recreation Facilities Map and School District Facilities Map located at the end of this section.

### Plan Development Process

The consultant reviewed the Delhi Charter Township 5-Year Community Recreation Plan, 2005-2010, current demographics, current budgets and revenues, past planning efforts and perceived initial priorities. The consultant's also performed an initial orientation meeting with the Township Parks and Recreation Director, Mr. Mark Jenks, to establish some initial study parameters and planning direction. As part of the inventory gathering process, the Consultant team performed physical inventories by visiting each park facility in the Township's system to determine current uses and conditions and to complete an accessibility audit. The Consultant's also took photos of the facilities for future reference.

This information was then put through an analysis process, by comparing Delhi Charter Township's current system and suggested priorities against National Recreation Standards to expose any recreational deficiencies or excesses in the Township. The inventories were also analyzed against the most recent demographics, community description information, and evaluations of the current Township policies and programs to further refine the plan. The above information, combined with the key personnel interview information, was then synthesized into the proposed goals and objectives of this plan. The goals and objectives were then further refined with the assignment of phasing and priority suggestions (actions), as well as estimates of probable cost (capital improvements schedule). Subsequent, refinement of the plan was performed through various discussions with township officials, public comment, and investigation of funding strategies and sources to eventually produce the final Five-year Community Recreation Plan.

### Public Participation

Various methods were employed to ensure that the public played a vital role in the shaping of this document. The Consultant conducted interviews with select individuals based upon their knowledge or related experience of the recreation and parks opportunities in the region and the township. The public also had a well-publicized opportunity to attend a public input session regarding the plan at the regularly scheduled Delhi Charter Township Park Commission meeting on January 27, 2010. The local newspaper ran an advertisement requesting local citizen input on the plan. The public was also given a month to review the draft plan prior to a public hearing at the Park Commission and later at a Township Board Meeting. Meeting agendas, minutes and public notice are in the appendix at the end of this document.

### Interviews

In an effort to obtain a better understanding of the needs and desires for the park system, as perceived by local and regional representatives, interviews were held as part of the public input process. The individuals interviewed were:

Stuart Goodrich, Supervisor, Delhi Charter Township  
John Elsinga, Township Manager, Delhi Charter Township

Mark Jenks, Parks and Recreation Director, Delhi Charter Township  
Dennis Fulk, Park Commission, Delhi Charter Township

Tracy Miller, Community Development, Delhi Charter Township

Willis Bennett, Ingham County Parks and Recreation Department  
Rick Schmidt, Athletic Director, Holt Public Schools

The following is a summary of the responses by topic.

### Long-Term Vision for the Delhi Charter Township Parks and Recreation System

The four topics that arose for the long-term vision of the Parks and Recreation system were planning, funding, health and trails.

The importance of planning was stressed by everyone. They believed it is important to maintain an up to date and dynamic Capital Improvement Plan and to systematically approach each project.

The interviewees felt that issues with funding could be addressed by working cooperatively with other park agencies and sharing resources with the Holt Public Schools. One suggestion was to research a dedicated funding source for parks and recreation such as a millage. This was also brought up by another interviewee during the deficiency discussion.

They felt that it is important to provide opportunities for people of all ages to have a healthy life style. Also, allowing people to enjoy the outdoors, in particular giving the children the ability to play outside.

They all supported continuing the development of the trail system in the Township. One comment in particular was economic and safety benefits a safe route provides to the community by reducing crime and increasing property values.

### Deficiencies

No single deficiency was mentioned by multiple people and some did not have any at all. Deficiencies identified included active coordination between the Parks and Recreation Department and Community Development, safe routes to places, Valhalla Park Restroom, the overhead structure for the Veterans Memorial Garden Amphitheater and to continue the trail.

### Non-Motorized Transportation

Everyone agreed with the adopted Non-Motorized Transportation Plan and the proposed extension of the trail to Kenneth Hope Soccer Complex in 2010. Several people mentioned that they would like to see the trail go even further including going all the way to Lansing, extending to the south and including trails to schools in the Non-Motorized Plan. One person said that trails are important because they connect neighborhoods with the community and promote diversity within the community.

### Priority Projects for 2010-2015

The interviewees given a list of action items that were not completed, from the 2005-2010 Recreation Master Plan. They were asked to prioritize the remaining action items and add any others. No one added any additional items to the list.

The first priority projects identified were:

- Develop construction plans for and perform remodeling of the Valhalla Park restroom/concession facility.
- Acquire right-of-way easements for the proposed Township Non-Motorized Path, as necessary.
- Develop construction plans for and construct a connector trail as part of the proposed Township Non-Motorized Plan.

The second priority projects identified were:

- Develop construction plans for and construct code-compliant play equipment to replace all non-compliant equipment.
- Develop construction plans for, and perform improvements to the restroom/storage building at Kiwanis Park.

The third priority projects were:

- Develop a master plan for the vacant park property adjacent to Valhalla Park.
- Develop a master plan for Sycamore Creek Park, an undeveloped park property at the corner of Dell and Pine Tree Road, to include passive recreation elements.
- Construct overhead structure for the amphitheater in Veteran's Memorial Gardens.
- Address accessibility issues identified at the existing park facilities.
- Pave parking spaces at Valhalla Park.

The remaining projects with no particular priority were:

- Pave the driveway and parking area at Deadman's Hill.
- Develop a park master plan for the vacant park property at the corner of Holt and Eifert Roads.

### **Workshops**

A public workshop was held on January 27, 2010 at 7:00 at the Community Services Building. Attendees included the Park Commission, a Trustee, the Parks and Recreation Director, a Friends Group, a youth baseball group and the general public. Items discussed were projects completed from the Capital Improvement Schedule in the last Community Recreation Plan, the items that remain on the Capital Improvement list, the relevance of the old list and if anyone had new items to add to the list. See the appendix for a list of attendees and the public notice.

The outcome of the meeting was:

- To keep the remaining items from the past Capital Improvement Schedule in this plan.
- Include goals and objectives regarding upgrades to baseball fields on school property used for youth baseball.
- Continue the non-motorized trail to Jolly Road along the Sycamore Creek.



### Public Hearings

A public hearing will be held at a Park Commission meeting on March 10, 2010.

A public hearing will be held at a Board meeting on March 16, 2010.

After careful study of demographics, review of public comment and past studies, and comparison to national standards the following goals and objectives were established for the Delhi Charter Township Community Recreation Plan. Many goals and objectives were identified through the process. They are numbered for ease of discussion and do not reflect any particular priority.

**I. Continue to provide quality, affordable recreational opportunities for the residents of the Township.**

- A. Cooperative Agreement:** Continue the cooperative agreement between Delhi Charter Township Parks and Recreation Department and the Holt Public Schools for maintenance and programming of recreational facilities.

***Rationale:***

*The cooperative agreement has been successful for the District, Township and residents. The sharing of resources has eliminated duplication of facilities, saving the District and Township thousands of dollars. They intend to continue this relationship into the future.*

**B. Develop and maintain partnerships/coalitions with community groups and educational institutions.**

1. Continue to work with the Holt Jr. Ram programs.
2. Work with the Holt Jr. Ram Baseball Program to improve playing fields on school property.
3. Continue to work with organizations such as the Lions Club, Kiwanis Club and Holt Hometown Festival.

***Rationale:***

*The Department coordinates and has partnerships with many organizations within the community and will continue to maintain these relationships as well as seek to establish new partnerships. These partnerships provide mutually beneficial results with organizations and a connection to the community.*

**C. Funding Sources**

1. The Township General Fund is the major source of funding for the parks and recreation system. The Parks and Recreation Department will work with the Board to provide the necessary funding to adequately serve the residents of Delhi Charter Township with our park system.
2. Continue to apply for grants whenever feasible to extend available Township dollars and provide quality capital improvement projects.
3. Donations, gifts, endowments, corporate partnerships or other contributions toward maintaining and developing the park system need to be encouraged for specific projects.
4. Study the possibility of creating a Township millage to fund park and recreation facilities and programming.

**Rationale:**

*Municipalities are facing tough financial situations and general fund dollars are decreasing. To deal with a decrease in revenue park systems in the area are decreasing staff and some systems such as Ingham County may even close or transfer parks to other municipalities. Now more than ever the Township will need to rely on assistance from other funding sources and partnerships. The Township has been successful in obtaining grant funding and donations in the past and will continue to pursue these and other opportunities to enhance and preserve the park system to meet the communities' needs.*

**II. To continue physical development projects currently underway and new innovative projects in the future.**

**A. Develop a non-motorized shared-use path throughout the Township.**

1. Acquire easements for the proposed path right-of-way either through direct acquisition or by working with the Township Community Development Department to continue to negotiate with land developers to set aside easements for future path expansion as part of their site plan approval process.
2. Develop grant applications to assist in the funding of path development.
3. Develop construction plans for and construct a connector trail as part of the proposed Township shared-use path system to the proposed Lansing River Trail, South Extension.

**Rationale:**

*The Non-Motorized Transportation Plan was adopted in February 2007. The first phase of the plan was completed in 2009. There is continued public support in the community and by the Township. Non-motorized transportation provides transportation, health, economic and recreational benefits to the community.*

*The Township and public support the extension of the non-motorized trail to connect to the Lansing River Trail. The city of Lansing also includes the extension of the River Trail to Delhi Township in their Non-Motorized Transportation Plan and Community Recreation Plan.*

**B. Complete the development of the Veterans Memorial Gardens.**

1. Construct the overhead structure over the Amphitheater to increase this facility's uses and marketability.
2. Develop construction plans for, and construct, the remaining sidewalks in the park to complete the proposed facility.

**Rationale:**

*The Veterans Memorial Garden has become a very popular park in the community. It is used for passive recreation, community events, festivals, weddings and picnics. An Art Council was formed since the last Recreation Master Plan was completed and they run programs such as concerts, plays and movies in the Park. The American Legion runs the memorial brick*

*program and the Memorial Day Parade activities in the park. The public and Township support additional improvements to this park.*

**C. Perform improvements at Deadman’s Hill Park.**

1. Pave the driveway and parking area to limit dust and disturbance to neighbors.

***Rationale:***

*Sledding is a popular activity at Deadman’s Hill and it is one of the few public sledding hills in the area. The existing parking and drive are dirt and gravel. The paving of these areas would eliminate dust and mud and improve the accessibility of the site.*

**D. Construct a new restroom/storage facility at Kiwanis Park.**

1. Develop construction plans for and construct a new restroom/storage facility.

***Rationale:***

*This park is used by the general public, recreational sports programs and by several area schools for tennis matches. The existing restroom facilities are not accessible according to current barrier free rules.*

**E. Perform various improvements at Valhalla Park.**

1. Develop construction plans for and construct a new restroom/pavilion facility.
2. Pave parking areas that remain unpaved.
3. Develop construction plans for and perform improvements for expanding the maintenance barn and yard.

***Rationale:***

*With the addition of the non-motorized path through the park, new playground equipment, existing swimming and other recreation opportunities the popularity of the park has grown. The existing restroom facility does not meet current accessibility rules and does not meet the increased use in the park. Through public input the community shows support for the construction of a new restroom/pavilion building. By paving parking areas the accessibility of the park will be improved.*

*The existing maintenance building does not meet the needs of the department. The existing building is full and other equipment is scattered throughout the park system. Consolidating maintenance operations into this area with an expanded maintenance barn and yard would facilitate more efficient operations.*

**F. Develop undeveloped park properties to meet the needs of the community.**

1. Develop master plans for the undeveloped park properties.
2. Develop construction plans for and construct park facilities as funds become available.

***Rationale:***

*There are three pieces of property that are currently undeveloped. The Township needs to develop a master plan that includes elements that meet the needs of the community and complete construction when funds become available.*

**III. Bring the Township park facilities up to current accessibility and safety standards.**

**A. Replace non-compliant playground equipment that was removed.**

1. Develop construction plans for and construct code-compliant equipment to replace all removed equipment.

***Rationale:***

*The Parks Department conducted playground audits at the parks and removed playground equipment that was considered hazardous according to playground safety standards. A lot of equipment was removed and was not replaced. New equipment should be installed to meet the needs of the community.*

**B. Perform a system-wide accessibility upgrade.**

1. Implement recommendations from the Accessibility Assessment to resolve any accessibility issues identified at existing facilities.

***Rationale:***

*An Accessibility Assessment of the Parks facilities was completed in December 2009. The American with Disabilities Act (ADA) of 1990, which was signed into law on July 26, 1990, requires that public accommodations must remove architectural barriers and communication barriers that are structural in nature in existing facilities, when it is readily achievable to do so. Barrier removal need be accomplished only when it is "readily achievable" or "easily accomplishable and able to be carried out without much difficulty or expense" to do so. Completing improvements will allow all members of the community the ability to experience recreational facilities and programs.*

**IV. The provision of land for recreation in quantities sufficient to meet the existing and future recreation needs of the population and to preserve the natural resources and identity of the community.**

- A.** Study specific demographic trends that correspond to the recreation services within a geographical target area to determine if additional land is required to meet the needs of the community.
- B.** Identify and acquire land adjacent to existing park properties that have significant natural features that are worth preservation, strategically located parcels, land that serves populated areas or significant natural areas.
- C.** Acquire infill and property that is connected to existing park land.

***Rationale:***

*The Township has experienced an increase in population in the past years that only started to decrease due to the recent economic conditions. Demographic trends should be studied prior to acquiring additional park land to determine where additional park land would best serve the community. The acquisition of park land would also serve to preserve significant natural areas in the Township and provide a benefit to the community.*

**V. Promote the development of new recreation programs with active sports facilities and passive leisure opportunities which are in high demand, or are innovative, unique or not presently provided by municipal or private sectors.**

**A. To identify recreation/leisure program resources.**

1. Explore alternative funding and staffing resources that accompany any new or existing program or service.
2. Identify other recreational resources and potential for sharing programs with other Township or non-Township affiliated facilities.

***Rationale:***

*The Department continually evaluates ways to provide current as well as new programming at a cost that is affordable for residents. By avoiding duplication of programs, sharing facilities and other resources are means to provide the same variety of programs at less cost to the Township. The Township will explore these as well as other options.*

**B. To monitor service and participation levels for future planning efforts.**

1. Produce a programming review and restructure activities as necessary to provide residents with convenient and appropriate opportunities.
2. Formulate and compile user records and numbers in quantified format to assist in determining participation rates and proposed trends.

***Rationale:***

*The Department currently monitors programming on a yearly basis to coincide with seasonal programming and compiles records to determine trends in participation. The Department will continue to monitor participation to determine programming needs.*

### Introduction

The action plan was developed as a way to identify how the Township intends to meet the goals and objectives set forth in the Community Recreation Master Plan over the next 5 years. The actions are not listed in any particular order. The basis for the following actions are consistent with information gathered through the public input meetings, interviews, demographic data, land use trends and Recreation Master Plans of adjacent communities. All projects will be subject to the availability of funding through the Township general fund, park fund and the approval of the Township Park Commission and Township Board.

The Capital Improvement Schedule identifies actions the Township intends to take in the next five years to meet the goals and objectives of the Community Recreation Master Plan. The year, park location, project, project cost and funding source are included in the Schedule. The Township match for grant funds will come from the general fund, park fund and donations.

**CAPITAL IMPROVEMENTS SCHEDULE**  
 DELHI CHARTER TOWNSHIP PARKS & RECREATION FIVE YEAR MASTER PLAN  
 (04/01/2010 thru 04/01/2015)

TARGET YEAR	PARK LOCATION	PROJECT DESCRIPTION	ESTIMATED TOTAL COST	REVENUE SOURCE	GOAL
2010-2015	VALHALLA PARK	Develop construction plans for and construct a new restroom/pavilion facility	\$377,600	1, 2, 4	VIII
2010-2015	VETERANS MEMORIAL GARDEN	Construct overhead structure for the amphitheater	\$110,000	1, 2, 4, 5	III
2010-2015	ENTIRE SYSTEM	Develop construction plans for, and construct, code compliant play equipment to replace all non-compliant equipment that was removed	\$30,000/yr	1, 2, 5	IV
2010-2015	KIWANIS PARK	Develop construction plans for a new restroom/storage building	\$250,000	1, 2, 3, 4, 5	VI
2010-2015	ENTIRE SYSTEM	Resolve any accessibility issues identified at existing facilities.	\$10,000/yr	1,2	IX
2010-2015	VALHALLA PARK	Develop a master plan for the vacant park property adjacent to Valhalla Park.	\$40,000	1, 2	X
2010-2015	SYCAMORE CREEK PARK	Develop a master plan for the vacant park property to include passive recreation elements.	\$18,000	1, 2	XI
2010-2015	VALHALLA PARK	Pave parking areas	\$46,000	1, 2	VIII
2010-2015	DEADMAN'S HILL	Pave the driveway and parking area.	\$35,000	1, 2	V
2010-2015	HOLT/EIFERT ROAD	Develop a park master plan.	\$30,000	1, 2	VII
2010-2015	HOLT/EIFERT ROAD	Develop construction plans for and construct a park.	\$250,000	1, 2, 4, 5	VII

Revenue Codes:

- 1 General Fund
- 2 Park Fund
- 3 Donations
- 4 Michigan Department of Natural Resources Trust Fund
- 5 Michigan Department of Natural Resources Land & Water Conservation Fund

\*\*\* THIS LIST ONLY CONTAINS THOSE PROJECTS THAT FIT THE GRANT CRITERIA FOR GRANTS AVAILABLE AT THE TIME THIS PLAN WAS APPROVED.

\*\*\* THIS DOCUMENT IS A LONG RANGE PLANNING DOCUMENT THAT WILL CONTINUE TO EVOLVE AND IS REVIEWED ON AN ANNUAL BASIS. ALL PROJECTS LISTED ARE SUBJECT TO THE AVAILABILITY OF FUNDING THROUGH THE GRANT SOURCE AND THE GENERAL FUND AND THE APPROVAL OF THE PARK COMMISSION AND TOWNSHIP BOARD.

\*\*\* THE DEPARTMENT WILL CONTINUE TO SEEK OUT OTHER SOURCES FOR GRANTS IN ADDITION TO THOSE LISTED ABOVE.





# Holt

## Community News

239 S. Cochran Ave.,  
Charlotte, MI, 48813

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### Things to know:

**LETTERS:** Letters to the editor should be no more than 400 words in length, signed by the author and include a daytime phone number for verification. We reserve the right to edit letters for clarity, length and content of questionable legality. Questions? Contact Will Kangas at 517-541-2503.

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## Delhi Park Commission seeks input on the future

The Delhi Township Park Commission is seeking public input for the 2010-2014 Recreation Master Plan. The meeting is scheduled for Wednesday, Jan. 27 at the Delhi Township Community Service Center, 2074 Aurelius Road, Holt at 7:00 p.m. The Recreation Master Plan will consist of desired capital improvements for the park system over the next five years. For additional information contact Mark Jenks, Director of Parks and Recreation at (517) 694-1549.

## Filing deadline set for Board of Education seats

The filing deadline for two open positions on the Board of Education of Holt Public Schools is 4 p.m., Tuesday, February 9, 2010, at the Delhi Township Clerk's office, 2074 North Aurelius Road, Holt. On Tuesday, May 4, 2010, voters will elect a candidate to two four-year expired terms.

A candidate has the option of either filing a nominating petition containing a minimum of 40 signatures or paying a non-refundable \$100 fee to Delhi Township, and submitting two copies of an affidavit of identity. An eligible candidate is at least 18 years of age; a citizen of the United States; a resident of the State of Michigan for at least 30 days; and a resident of the school district on or before the 30th day prior to the date of the election.

Petitions and affidavits are available at the Delhi Township Clerk's office, 2074 North Aurelius Road, Holt, 8 a.m. to 5 p.m., Monday through Friday (517-694-2135); or the Superintendent's Office of Holt Public Schools, 5780 W. Holt Road, Holt, 8 a.m. to 4:30 p.m., Monday through Friday (517-694-5715).

## Kiwanis Club holds special dinner meeting

The Kiwanis Club of Holt is hosting a special dinner meeting on Monday, January 18 at 6:30 pm at Charlar Place. The guest speaker will be Tom Minkel, Michigan State University's head wrestling coach. This meeting is open to the public. Anyone interested in hearing about



## Preparing for 2010 relay

Holt's 2010 Relay for Life committee members after their recent planning meeting. Left to right are T Katie Bosscher, Christi Whiting, Deb Rountree, Lori Betty Nelson, Kathy Papiernik, Gail Hayhoe, and Mastrovito. The theme for Holt's Relay for Life 2010 "Travels the World for a Cure" and will be held Saturday at 10 a.m. until Sunday, June 27 at 10 a.m. change from the last 5 years.

The committee hopes this change will prompt the add more teams and more community involvement during the relay. It previously started at 1 p.m. on Friday, looking to add more teams to the event. Teams made up of family, friends, businesses, co-workers, organizations, churches, school groups, and athletic Relay chairperson Deb Rountree wants to invite more teams and anyone interested in forming a team to attend a kick-off party. This event will be held on Tuesday, February 9 at 7 p.m. at Charlar Place in Holt. Speakers will talk about what relay is, what it means to them, and explain how to form a team and what is involved. The public is invited to attend about this event.

For more information please visit [www.relayforlife.org](http://www.relayforlife.org) or call Deb Rountree, 694-7372 or Katie Bosscher 664-

the MSU wrestling program or interested in possibly joining the Kiwanis Club is welcome. Cost of the meal is \$8. Please RSVP to 694-9033 or if you have any questions.

## Delhi Township offers holiday tree recycling

Delhi's annual Christmas tree recycling/drop-off began Monday,

December 28, and will continue through Saturday, January 2. The designated drop-off location is the Department of Public Services, 2074 Aurelius Road from 8 a.m.

All holiday trees must be decorated with no tins or ornaments. This service is a charge to local residents. For info call (517) 694-

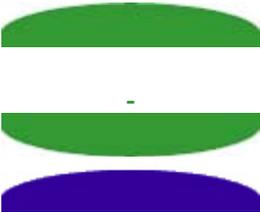
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▶ [Summer 2009](#)



**Past Issues:**

- [Spring 2009](#)
- [Fall 2008](#)
- [Summer 2008](#)
- [Spring 2008](#)

## Other News, Events and Notices

Delhi Township is on facebook and Twitter!



Now it's easier than ever to connect with Delhi Township. [Join our facebook group](#) and [follow us on Twitter](#) to stay up to date on Township news and events.

## Park Commission seeks public input

The Delhi Township Park Commission is seeking input for the 2010-

2015 Recreation Master Plan. The public meeting is Wednesday, January 27, 2010 at the Delhi Township Community Services Center (2074 Aurelius Rd) at 7:00 p.m. The Recreation Master Plan will consist of desired capital improvements for the park system over the next five years. For additional information contact Mark Jenks, Director of Parks and Recreation at 517-694-1549.

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### Help Delhi win "Money for Movement"

Delhi Township and nine other mid-Michigan communities are participating in a competition to win significant grant dollars from Blue Cross Blue Shield of Michigan for projects to encourage walking and fitness.

**We need your help!** We're calling on all residents, businesses, churches, clubs and groups who'd like to begin or continue a healthy lifestyle. Help your health and help Delhi Township win grant money for your parks and walking trails. Join Delhi's effort in the 2010 Winter Warm-Up Challenge today. Sign up at:

<http://www.bcbs.com/innovations/walkingworks/> (see directions for signing up)

Last year was a light-hearted competition between area Mayors/Supervisors to see who could log the most steps over a 9-week period for cash grants toward community fitness. Though not the victor, Delhi Township Supervisor Stuart Goodrich did very well. Goodrich won \$300 to put towards a community health or fitness project. This money was used towards the new Valhalla Park playground equipment to help promote youth fitness.

This year's competition is not between Mayors and Supervisors, but between communities. So, **You** can help!

**From:** Phillip Knapman <forourpark@yahoo.com>  
**To:** Sue Allen <susan6903@sbcglobal.net>, Kimberly Betts <bettski@msu.edu>, Ben Blomeke <benblomeke@alumni.purdue.edu>, Mike Carr <mikecarr@mail.com>, Karen Casey <caseyk@msu.edu>, Kristen Comm <kommkris@msu.edu>, Tricia DeLong <pdelong@inghamisd.org>, Beth Fox <fortfox1@aol.com>, David Gutierrez <dmgutierrez96@sbcglobal.net>, Dawn Haddad <d.m.haddad@sbcglobal.net>, Bill Haines <hainesw@msu.edu>, Susan Hall <teenparentsian@aol.com>, John Hayhoe <jhayhoe@aol.com>, Kerri Jo Henry <toddnkerri0704@netzero.com>, Tim Hodgman <tim@holtdiamondaleagency.com>, Mary Lee Hultin <hultinm@michigan.gov>, Louis Hurliman <lahjr@aol.com>, Mark Jenks <mark.jenks@delhitownship.com>, Brian Kayser <bkayser@christmanco.com>, Keri Keck <kerikeck@mindspring.com>, Kimberly Lyth <kimberly.lyth@ht.msu.edu>, Sharon Maynard <ssmaynard@hotmail.com>, Kristeen Mondoskin <krism@msufcu.org>, Karen Romigh <specialk1025@yahoo.com>, David Russell <russelld3@mich.gov>, Maureen Saxton <tmsaxton@comcast.net>, Dan Showerman <dsshowerman1@aol.com>, Roy Sweet <rsweet@hpsk12.net>, Dennis Weinstein <innatedennis@aol.com>, Anita Welch <welcha@michigan.gov>, Tom Welch <welchtom@gmail.com>, Stephanie White <rembr2pray@yahoo.com>, Nancy Wing <wingn@ath.msu.edu>, Nicole Zaborowski <captsparrow4@comcast.net>  
**Date:** 1/21/2010 9:52:28 AM  
**Subject:** PUBLIC INPUT NEEDED! Meeting Wednesday January 27th at 7:00pm

All-

A meeting requesting public input has been scheduled for Wednesday January 27th at 7:00pm at the Delhi Township Hall. As part of the township's master plan, the Parks Department is applying for another grant (75% matching funds from the state). Even though the present economy is not looking so good, there is general support to go ahead with projects that could enhance area parks. For Valhalla, this could mean a new bathroom facility and pavilion. This would replace the old building which has seen better days. A building that has new bathrooms and a changing area would be a great improvement and probably increase usage by area residents.

This could set the stage for the future. As many of you already know, the swimming beach will be still be open, but will no longer have lifeguards. My hope is that we would be prepping for a beach front which would eventually include lifeguards once again. With the walking paths set to expand in the not too distant future, a new bathroom facility is sorely needed. Anyone who has had to use the bathrooms knows how bad they are. For families who now visit the park to use the new playground, new bathrooms would be a welcome addition.

The meeting shouldn't take long, but your attendance would really help the township figure out how to proceed and what area residents are interested in seeing. RSVP if you can, but don't hesitate to attend.

Thanks,  
Phillip Knapman,  
Delhi Township Parks Commissioner



**DELHI CHARTER TOWNSHIP  
PARKS AND RECREATION MASTER PLAN  
2005-2010 STATUS**

PARK COMMISSION MEETING - 1/27/2010



Landscape Architects and Planners

**COMPLETED ITEMS 2005-2010**

- Senior Center
- Skate Park
- Non-Motorized Transportation Plan
- Pathway Construction - Non-Motorized Transportation Plan
- Kiwanis Park Restroom - Minor Repairs
- Valhalla Park - Natural Trails at new property
- Valhalla Park - Playground for 2-5 and 5-12 year olds
- Veteran's Memorial Garden - Restroom/pavilion, sidewalks and lights

**PROJECTS IN PROCESS**

- Veterans Memorial Garden - Study overhead structure options for amphitheater
- Valhalla Park - Kept swimming beach
- ADA Assessment of park facilities

**REMAINING ITEMS FROM 2005-2010 PLAN**

- Valhalla Park - Remodel restroom/concession facility
- Veterans Memorial Gardens - Overhead structure for amphitheater
- Non-Motorized Transportation Plan - Acquire easements as necessary
- Non-Motorized Transportation Plan - Develop trails
- Playground Equipment - Replace non-compliant equipment
- Kiwanis Park - Restroom/storage building improvements
- Accessibility Compliance - Resolve accessibility issues at existing facilities
- Valhalla Park - Master Plan for new property
- Dell/Pine Tree - Master Plan for park including passive recreation elements
- Valhalla Park - Pave parking lots
- Deadman's Hill - Pave driveway and parking lot
- Holt/Eifert Road - Park Master Plan

DELHI CHARTER TOWNSHIP  
PARKS AND RECREATION MASTER PLAN  
2005-2010 STATUS  
PARK COMMISSION MEETING - 1/27/2010

COMPLETED ITEMS 2005-2010

Senior Center  
Skate Park  
Non-Motorized Transportation Plan  
Pathway Construction - Non-Motorized Transportation Plan  
Kiwanis Park Restroom - Minor Repairs  
Valhalla Park - Natural Trails at new property  
Valhalla Park - Playground for 2-5 and 5-12 year olds  
Veteran's Memorial Garden - Restroom/pavilion, sidewalks and lights

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Kiwanis Park - Restroom/storage building improvements  
Accessibility Compliance - Resolve accessibility issues at existing facilities  
Valhalla Park - Master Plan for new property  
Dell/Pine Tree - Master Plan for park including passive recreation elements  
Valhalla Park - Pave parking lots  
Deadman's Hill - Pave driveway and parking lot  
Holt/Eifert Road - Park Master Plan

Valhalla Restroom/Pavilion

- Vending Machines
- Outside Shower

\*\*Ball field Upgrades – Youth

- School Property: Elliot Elementary, Holt Jr. High, Dimondale Elementary
- U-12 Field – Good condition

Trails

- Donor Benches
- Connect to Jolly Rd. (Sycamore Creek)

\*\* Indicates the item was discussed by several people.

Name	Address	Phone or e-mail	How did you hear about this meeting?			
			Township Website	Newspaper	Friends of Valhalla Park	Other
Tamara JorkKacky	Landscape Arch. & Planner			X		
JANE WALLIN				X		X
Dennis Fulk				X		X
John C. Pulvarey				X		X
PHIL KNARMAN						X
STANLEY E JENKS						X
Jeff Steinhaus				X		
William Haines						X
Bruce Cameron					X	
Gail Douglas					X	
Sue Allen					X	



# ACROSS THE NATION — PARKS

## Michigan: Community & Schools Come Together

**M. Chandler Naults, Director,  
Holt Community Education**

One of the better cooperative arrangements between local government units provides a wide range of year around recreation activities for Holt, Michigan citizens. It was born through the efforts of a Parks Commission, a Township Board, a School Board and Superintendent with vision. It was based on some sound management principles. It was nurtured at first by CETA funding for the professional personnel to make it work. It is working very well indeed.

A major roadblock for local units of government wishing to cooperatively provide services for constituents is a desire not to "give up" any decision-making power by either unit. The soundest way to remove this barrier is by the units writing an agreement clearly spelling out exactly what each unit can provide and how. The better and more complete the agreement, the less threatening the relinquishment of some powers is to all units involved. The agreement should then be formally adopted by all units involved.

Management principle number 1 is: A complete agreement must be in writing with provision to be annually reviewed.

Another crucial part of a flourishing, cooperative enterprise is the involvement of people served by the program. We really believe this in Holt. The more involvement of people in planning and supervising our programs the stronger we become. Of course, some group has to have the final say on all programs and our agreement provides a Recreation Planning Committee to do this. But this committee creates many opportunities for "users" of the program to help. Each major activity has a Board which runs that activity. Advisory councils advise. Coaches, officials, workers are volunteers wherever possible. Volunteers are there because they want to be.

Management principle number 2 is: Provide a structure which involves as many people as possible in planning and operating the program. Remember, people directly involved know the problems and have a wealth of ideas about how to solve them.

The third vital ingredient which must be provided if any agreement is going to reach its potential is leadership. The overall program must have the professional staff to lead the way. This staff person or persons must know what is possible and must package it for clients so the community's needs are met. This person must be a master at people work and in bringing forth ideas and commitment from others. The best agreement in the world needs the care and nourishment which a trained professional can bring, working with a reasonable work load, in order to fulfill its potential. A community and school trying to maximize its assets cannot skimp on this leadership if results are really desired. We were fortunate to secure the professional leadership through the help of a CETA grant. Very quickly, however, if the foundation is strong and the leadership provided is strong, the growth of the program will support, indeed the clients will demand, this strong leadership.

The most helpful and most practical way to define the Holt program, and to illustrate the preceding principles, is to provide the agreement which appears below.

### RECREATION PROGRAM AGREEMENT

*Delhi Township Parks and Recreation Commission-  
Holt Public Schools Board of Education*

The intent of this agreement by the Holt Public Schools Board of Education and the Delhi Township Parks and Recreation Commission shall be to provide a recreation program in conjunction with the Community Education program for the citizens of Delhi Township and the Holt School District. The realization of this effort will provide a cooperative recreation program fully utilizing the resources of this community. This agreement shall be made a part of the Policy Statement and Bylaws of the above governing bodies.

#### I. Physical Plant

A. The use of the Holt Public Schools physical plant shall be provided at no cost for recreation activities recommended by the Recreation Planning Committee. The superintendent or his designee is authorized to schedule and supervise the use of school district facilities.

The use of the Delhi Charter Township parks shall be provided at no cost for recreation activities recommended by the Recreation Planning Committee. The chairperson of the Delhi Township Parks and Recreation Commission or his designee is authorized to schedule

and supervise the use of Delhi Park facilities.

B. The Holt Public Schools shall provide an office for the Director of Parks and Recreation to be located in the same building with the Community Education office. The office space will include a desk, chair and filing space. The Holt Public Schools shall provide a Community Education phone extension for the Director of Parks and Recreation.

The Delhi Township Parks and Recreation Commission will provide a Township park phone extension for the Director of Parks and Recreation.

#### II. Secretarial Assistance

A. The Holt Public Schools will provide secretarial assistance for recreation programming recommended by the Recreation Planning Committee up to 25% of the time of the Community Education Secretary July through April, and 80% of the time of the Community Education Secretary May and June. (Total secretarial commitment not to exceed .34 full time equivalency.)

The Delhi Township Parks and Recreation Commission will provide secretarial assistance for the Director of Parks and Recreation for all areas of responsibility other than programming.

B. The use of Holt Public Schools printing equipment shall be made available for materials related to recreation programming recommended by the Recreation Planning Committee. Supplies and operator's time to an amount not to exceed \$200 shall be purchased by Holt Public Schools. Any excess over \$200 shall be billed to the Delhi Township Parks and Recreation Commission for programs administered by the Commission at cost similar to all other school departments using the printing service.

#### III. Promotion

Recreation programming that is recommended by the Recreation Planning Committee shall be promoted by the Community Education office in the update.

#### IV. Program Administrative Responsibility

A. The Delhi Township Park Commission shall assume full administrative and financial responsibility for the following programs:

1. Men's and women's team sports: adult softball, basketball, volleyball, etc.
2. All student team sports with volunteer coaches: softball, baseball, basketball, football, etc.
3. All coaches clinics and sports clinics.
4. Summer playgrounds.

B. The Holt Public School district shall continue full administrative and financial responsibility for the following programs except that the Director of Parks and Recreation will continue to assist in planning and implementing these programs:

1. The swimming program (except Valhalla Park).
2. Student intramural activities that do not include volunteer coaches: basketball (grades 6-12), wrestling, gymnastics, spring softball (grades 6-12).
3. All adult enrichment programs: Women's Fitness, Men's Night, tennis, golf, etc.
4. All student enrichment programs: guitar, tennis, golf, modern dance, etc.

#### V. The Recreation Planning Committee

There is hereby created a Recreation Planning Committee for the Township of Delhi and the Holt Public Schools. The purpose of this committee is to improve services and to increase the efficiency of the recreation programs for the citizens of the community at the lowest possible costs.

#### Membership

The Recreation Planning Committee shall consist of two members from the Delhi Township Parks and Recreation Commission and two members from the Holt Public Schools staff. Members of each body shall be appointed respectively by the chairperson and the Superintendent of Holt Public Schools. In addition, each governmental body will appoint an alternate to represent their respective organization in the event that a regular member cannot attend a meeting.

The Community Education Director and the Director of Parks and Recreation shall serve as ex-officio members of this committee. The Director of Parks and Recreation shall serve as the chairperson of the Recreation Planning Committee. It shall be the responsibility of the Community Education Director to serve in a liaison capacity to the Superintendent of the Schools.

The school district members appointed to the Committee must live within the boundaries of the Holt Public Schools.

The Recreation Planning Committee shall also have the power to secure the services of consultants when necessary.

#### Term of Office

The term of office for all members shall commence on July 1, and continue through June 30. Vacancies, for any reason, will be filled by appointment as designated under the membership section of this policy.

#### Meetings

The Recreation Planning Committee shall meet the third Wednesday of each month at a regular time to be fixed by the Committee. Special meetings may be held at the call of the chairperson upon 24 hours written notice to the members thereof.

#### Duties

The Recreation Planning Committee shall make studies of existing programs and assist in the development of new programs, including recommendations for new types of recreation equipment. The Committee will make all program recommendations to the Superintendent of Schools and the chairman of the Delhi Township Parks and Recreation Commission to be forwarded to their respective boards.

#### Fees, Programs and Charges

Whenever it is necessary to invoke fees or charges for certain activities, the fees will always be minimal to assure the broadest possible opportunity for participation.

All programs, fees and charges will be presented to the Board of Education and the Delhi Parks and Recreation Commission executive officers for approval.

All such programs, fees and charges must conform to both governing bodies policy concerning such programs, fees and charges.

#### VI. Budget Responsibility and Reporting

A. The Delhi Township Parks and Recreation Commission will assume the bookkeeping and payroll responsibilities for the Director of Parks and Recreation. The Delhi Township Parks and Recreation Commission shall receive all revenues, and pay all costs of those programs determined as the administrative responsibility of Delhi Township as stated above in this agreement. (IV-A).

B. The Holt Public Schools shall receive all revenues and pay all costs of those programs determined as the administrative responsibility of Holt Public Schools as stated above in this agreement. (IV-B).

C. The Delhi Township Parks and Recreation Commission and the Holt Public Schools shall annually develop a budget reflecting anticipated revenues and anticipated expenditures for the recreation programs listed in Section IV above. These budgets shall be reviewed by the Recreation Planning Committee each year at its April meeting.

#### VII. Director of Parks and Recreation

A. The Delhi Township Parks and Recreation Commission will assume full financial responsibility for the Director of Parks and Recreation. This financial responsibility will include salary, fringe benefits, mileage expense, professional publications and subscriptions and conference allowance.

B. The Director of Parks and Recreation will be accountable to and will report directly to the Delhi Township Parks and Recreation Commission.

C. The Director of Parks and Recreation will supervise student intramural and student enrichment programs. (IV-B 2 and 4).

D. The Director of Parks and Recreation will assist the Director of Community Education in planning and implementing of the swimming program and adult enrichment program. (IV-B 1 and 3).

E. The Director of Parks and Recreation shall chair an In-School Recreation Advisory Committee which shall advise on programs included in IV-B above.

F. The Director of Parks and Recreation will be accountable to and report to the Community Education Director on programs which are the administrative responsibility of the Holt Public Schools, for use of school facilities, and for administrative services provided by the school.

#### VIII. Job Descriptions-Community Education Director and Director of Parks and Recreation

A. The Holt Public Schools Board of Education and the Delhi Township Parks and Recreation Commission shall annually review and update job descriptions for the Community Education Director and Director of Parks and Recreation respectively. These job descriptions shall be submitted to the Recreation Planning Committee annually for review.

continued on page 9

Michigan — continued from page 8

#### IX. Review and/or revision of this agreement

A. The provisions of this agreement shall be reviewed annually by the Community Education Director and the Chairperson of the Delhi Township Parks and Recreation Commission.

B. Revisions required in this agreement required by either party to this agreement must be submitted to the Holt Board of Education and the Delhi Township Parks and Recreation Commission. Changes can be effected only by mutual agreement of both governing boards. Reprinted from the Michigan Recreation and Park Association newsletter, *The Horn*, May/June, 1977, Vol. 14, No. 2

# HOLT RAMS BASEBALL

## The Holt Jr. Rams Baseball Program

The Holt Junior Rams Baseball (HJRB) program has had about 180 boys between the ages of 9 and 14 years of age participate in each of the last two years. It is entering its fourth season and is already one of the largest youth baseball organizations of its kind in the Mid-Michigan area. Our program fielded the most teams in the Mason PONY league last year with 15 teams. The Mason PONY league includes teams from Mason, St. Johns, Okemos, Grand Ledge, Haslett, Fowlerville, Lansing, East Lansing, Williamston, Leslie, Dansville, Dewitt, and many other area communities.

We have worked with Tim Tilma and the Parks and Recreation office in Delhi Township to try and provide our youth with opportunities to play baseball against youth from these neighboring towns and cities. The PONY baseball organization is the sanctioning National organization that Holt Jr. Rams Baseball, as well as similar clubs from the other Mid-Michigan communities, participate with. Our teams also play in at least one tournament during the season (some teams will play 3 – 6 tournaments).

Given our central location in Holt, and a recent increase in community-based baseball clubs in Michigan, we have been contacted in recent years to see if we would be interested in hosting several youth baseball tournaments throughout the summer. With the help of Brad Phillips, the current Holt High School Varsity Baseball Coach, a few tournaments have been hosted by Holt over the last couple of years that were "regional" type of qualifying tournaments. Hosting a tournament in Holt provides an opportunity for fundraising via concessions, as well as offers the kids the opportunity to volunteer their time in the fundraising effort.

## Problems and Proposed Solutions

Holt (Delhi Township and Dimondale) generally has enough fields across the community to host multiple games at the same time, however many of the youth baseball fields are in need of updates and improvements, some of them are directly needed to improve the safety for players and spectators. The HJRB organization submits the following ideas to the Parks and Recreation Department for consideration for 2010 - 2014 time period.

1. **A second U12 baseball field at Elliott Elementary.** HJRB submits the idea that at Elliott Elementary, the field designated #4 (the field that is closest to the School Bus parking grounds) be considered for changes to make it ready for U12 play. This would require:
  - a. Improving the infield surface and extending the infield dimensions
  - b. Adding new fencing around the field of play
  - c. New team benches (ideally fenced in or a dugout)
  - d. Increase in the backstop fencing area for safety
  - e. Optionally provide spectator bleachers

As the HJRB program expects to consistently field at least 5 – 6 teams per season playing the U12 level, it is important to have this second quality U12 field. Currently we are playing some U12 and U10 games at a field at Dimondale Elementary that has limited room for improvements as listed above for the Elliott location. The field backs up to a heavily wooded area where foul balls are quite often lost for their life, there is limited parking, the outfield for this field extends into a tee ball field area, benches are in need of very heavy repair or replacement, etc. Also, if two U12 fields were located at Elliott Elementary together (currently there is already one decent U12 field at that site), it would also be easier for us to attract and run tournaments in our community and provide a way to raise funds for our organization. The U14 field is there also and would be an ideal number of "fans" to make concessions a viable option also.

## Problems and Proposed Solutions (cont...)

2. **Improvements for the U10 baseball fields at Holt Junior High School.** Currently, there are two fields located on the southwest end of the school grounds at the school. These fields share one set of fencing (the 1st base side of the northwest-facing field and the 3rd base side of the northeast-facing field.) Because these fields share a common foul line of play, there are times when both fields are playing and balls go into play from one field into the other. Between the foul balls and overthrows on both fields, which happen not only when games are being played but when teams are practicing on both fields, there are times when players have been hurt as the result of unintentional circumstances, but are nonetheless an occurrence each season for the U10 players. Also, in each of the past two years, Tim Tilma has been able to put up some temporary fencing to extend the fencing to protect the fans from overthrown balls or batted foul balls. Following are recommended changes:
  - a. A permanent extension of the fencing along all foul lines is needed and well past due to protect all parties at the fields
  - b. Better player benches with protection (fencing or dugouts)
  - c. A small bathroom facility (with optional concession window would be nice)
  - d. Ideally, what we believe would be the best improvements for the fields for the safety of players and fans is to separate the two fields from each other (moving one of the fields). This could be done by creating a new field (new backstop, benches, etc..) at either the far Southeast end of this same ground or facing another way, but in the same general playing area that both fields share.

Currently it is "embarrassing" having to use these fields when compared to what other communities have. Improvements at these two fields would make PONY play much nicer and it would provide Holt with a great opportunity to attract tournaments for our community to host.

3. **Improvement of U14 field at Elliott Elementary.** HJRB is currently spending some funds with some fundraising we have done to improve the dugouts at the U14 field (this is the "old" Varsity baseball field). This field is one of our better fields but could use the following:
  - a. This field also has an old equipment and scoreboard area that HJRB has been looking at possible trying to improve and utilize
  - b. There is a "press box" building that is used for storage and was used for concessions. The concession area needs improvement in to order properly utilize it (new counter tops, sink, etc.).

In closing, as our program tries to offer our youth baseball players greater opportunities for growth and development for our great sport, we feel investing in improved playing facilities offers a great return for our community. Thank you for your time. If you need anything more from the Holt Jr. Rams Baseball organization on these issues, please feel free to contact us at [bkayser@hjr.org](mailto:bkayser@hjr.org) or visit [www.hjr.org](http://www.hjr.org) to find out more about our organization.

Thank you, HJRB

Brian Kayser, President

Jeff Steinhaus, Advisor, Past President / Past Vice President

To Whom It May Concern:

We use the park and so do our grandchildren. We are within a mile and ride our bikes over to play on the equipment and also to swim and play in the water. We have done this for about 12 years now and really enjoy the new playground equipment and also the walking trail.

We are excited about the possibility of obtaining a grant to further enhance Valhalla .

We would love to see a new bathroom area. Our grandkids are afraid to go into the bathrooms so if someone needs to 'go' – we need to hop on our bikes and shoot on home.

Last year our oldest grandson and I were talking and we thought about trying to just even get some white paint to paint the inside of the bathrooms just to lighten it up so it wasn't so 'scary' for them.

I would love to see a new pavilion set up with restrooms and a covered area near the 'beach/swimming' area.

If the cleanup and painting is considered in the meantime, let me know as we would be willing to help.

Carolyn Haines  
Holt, Mi 48842

To Whom It May Concern,

I am writing because I can't be at the meeting Wed. Jan. 27 to discuss the possibility of a new pavilion area at Delhi Township's Valhalla Park.

I strongly support the Township putting resources behind this initiative. For relatively low costs for upgrades and improvements to the bathrooms/changing areas at the park, the return will be inordinate. People respond above and beyond when they see that local government is paying attention to their needs. And conversely, when people clearly see that public areas are being left to decay and decline, they respond accordingly by also treating the area as one that can be degraded, whether it be trash, graffiti or worse. We see this in all areas of life, from public school buildings to entire urban landscapes.

Valhalla just underwent the first of hopefully many small facelifts. The new playground has brought new families to the park, both young and old. There is a new energy in the community regarding Valhalla Park - almost a recognition that we all have had a jewel in our midst and finally are getting around to recognizing it.

Now is not the time to go back to the old ways of putting relatively minor park upgrades on the back burner. Don't kill the positive momentum. Fund the new pavilion.

Respectfully,  
Maureen McNulty Saxton  
Holt

To Whom It May Concern:

The park is so beautiful a clean nice restroom would be wonderful. I think a lot of people have been turned off by the current facilities. I think having some refreshments available would be a big improvement. The beach and the path visitors would probably appreciate both services if made available. We have such a gem of a park at Valhalla. I noticed lots of families last summer loving the park since the play ground improvements and the fishing and swimming that 's always there. It definitely looked a lot busier than in the past. The restroom and possible concessions changes would be awesome.

Sincerely,  
Sue Allen  
Holt resident

To Whom It May Concern:

I would suggest an outside shower area, in order to rinse off between playing on the playground equipment and going into the pond.

Thank you,  
Anita Singh,  
Holt resident

Dear Grant Review Committee:

I have fond memories of riding my bike to our local "swimming hole". It was, in a teen's eyes, the best way to beat the summer heat. Unfortunately, as a parent, I now recognize it as a retention pond of questionable cleanliness and no road access.

Imagine having an approved swimming lake with beach. Now add to that: parking, a playground, ball diamonds, shaded picnic tables, grills and clean bathrooms/changing area. A community park with swimming is a rare commodity in any city or township. The scenario above is a rare gem. Holt is just a few steps away from achieving this and more by being awarded a state grant to add a new pavilion, bathrooms and changing areas to Valhalla Park.

Ingham County has a limited number of lakes accessible to the public. Holt/Delhi has one right in the middle of the township, in a safe park setting. With today's heightened level of concerns over cleanliness and the safety of our children, updated facilities would only enhance Valhalla Park and draw more families there to enjoy its numerous features in a safe, affordable and open environment.

I, and my family, ask that you support this grant proposal to further enhance Valhalla Park for community use.

David M. Russell  
2151 Beechnut Trail  
Holt, MI 48842

January 26, 2010

RE: Proposed New Pavilion with Restrooms for Valhalla Park

I would like to add this letter of support for a proposed new pavilion for Valhalla Park in Delhi Township. Over the last two to three years, much work has taken place at Valhalla Park, including new playground equipment (paid for with grant money and local donations), improvements to the beach area and drainage pond, and numerous other improvements associated with the county bike/walking trail that goes right through the park.

The new playground equipment at Valhalla Park was a "grass roots" effort led by the "Friends of Valhalla Park." Key players in the eventual receipt of grant funds that enabled the playground equipment to become a reality were Phil Knapman and Mark Jenks. Because I agreed with their vision and the need for this improvement, I attended planning meetings and the community build. Because the playground became a reality relatively quickly, my two children (ages 10 and 6) will get some good use out of it before they outgrow it.

The new playground, spring-fed "lake," mature trees, and well-maintained beachfront make this park an asset to the community. However, there is still room for additional improvements to the property. The current all-purpose building and restrooms are sorely outdated. The restrooms especially are showing their age (about 40 years). With the bike/walking path now connected to the park, the improved beach setting, and the new playground, updated restroom facilities would really improve the park. On the occasions where my son and I have used the existing facility, I would contend that it is good for taking a pee and washing one's hands with cold water, but that is about it. There is little room to change, if desired, so we almost always come with our swimsuits already on in the summer. That is okay in a pinch for us, but the current restroom situation is not good for those with little children who come to use the playground and/or beach and then need to go to the restroom. A changing table for young children in each restroom would be ideal. The current facility does not have room for changing tables (or handicap access for that matter), so it needs to be replaced.

Late each spring, Holt hosts its community wide "Kid's Day" at Valhalla Park. This event is usually about 4 or 5 hours long and is held on the far north end of the park, near the main baseball field and the wooded trail. The Township brings in porta-potties for the event. No effort is made to direct people to the restrooms at the other end of the park because everyone already knows how bad they are. You either "hold it" until the event is over or just use a porta-potty. Ideally, in addition to the proposed new pavilion with bathrooms, a second, bathroom-only facility could be added at the other end of the park. The second set of bathrooms could be used for Kid's Day and to enhance the already existing ball field on that end of the park during the summer months.

I do not know at present the extent to which details of the proposed pavilion have been discussed, but I would encourage the township to consider some vending options for the new pavilion/restroom facility that could offset the cost of maintaining it (i.e. the cost of toiletpaper and soap). Vending machines could be used to sell bottled water (for trail users), snacks, and perhaps even things like swim pants during the summer months to help offset the cost of maintaining a nice restroom facility.

If the Township pursues something similar to what they currently have for restrooms at Veterans Park in Holt, I would be all for it.

Sincerely,

Mike Carr  
4731 Holt Rd

**Mark Jenks**

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**From:** mikecarr@mail.com  
**Sent:** Tuesday, January 26, 2010 11:06 PM  
**To:** forourpark@yahoo.com; Mark Jenks  
**Subject:** Re: Wednesday public input meeting  
January 26, 2010

RE: Proposed New Pavilion with Restrooms for Valhalla Park

I would like to add this letter of support for a proposed new pavilion for Valhalla Park in Delhi Township. Over the last two to three years, much work has taken place at Valhalla Park, including new playground equipment (paid for with grant money and local donations), improvements to the beach area and drainage pond, and numerous other improvements associated with the county bike/walking trail that goes right through the park.

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If the Township pursues something similar to what they currently have for restrooms at Veterans Park in Holt, I would be all for it.

Sincerely,

Mike Carr  
4731 Holt Rd

## Mark Jenks

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**From:** Maureen Saxton [tmsaxton@comcast.net]  
**Sent:** Wednesday, January 27, 2010 8:59 AM  
**To:** Mark Jenks  
**Cc:** Phil Knapman  
**Subject:** pavillion

To Whom It May Concern,

I am writing because I can't be at the meeting Wed. Jan. 27 to discuss the possibility of a new pavillion area at Delhi Township's Valhalla Park.

I strongly support the Township putting resources behind this initiative. For relatively low costs for upgrades and improvements to the bathrooms/changing areas at the park, the return will be inordinate. People respond above and beyond when they see that local government is paying attention to their needs. And conversely, when people clearly see that public areas are being left to decay and decline, they respond accordingly by also treating the area as one that can be degraded, whether it be trash, graffiti or worse. We see this in all areas of life, from public school buildings to entire urban landscapes.

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The new playground has brought new families to the park, both young and old. There is a new energy in the community regarding Valhalla Park - almost a recognition that we all have had a jewel in our midst and finally are getting around to recognizing it.

Now is not the time to go back to the old ways of putting relatively minor park upgrades on the back burner. Don't kill the positive momentum. Fund the new pavilion.

Respectfully,  
Maureen McNulty Saxton  
Holt

**DELHI CHARTER TOWNSHIP**

**MEMORANDUM**

**TO:** Delhi Township Board Members  
**FROM:** John B. Elsinga, Township Manager  
**DATE:** March 11, 2010  
**RE:** Resolution No. 2010-002 - Michigan Department of Natural Resources Trust Fund Grant Application – Valhalla Park Restroom and Pavilion Grant

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On Tuesday, March 16, 2010 at 8:00 p.m. the Board will be holding a public hearing to receive comments on a grant application for improvements to the Valhalla Park restroom facility and pavilion as part of the Capital Improvement Schedule in the 2010-2015 Recreation Master Plan.

This project cost is estimated at \$377,400 of which the grant would be for 75%, or \$283,100. The remaining 25%, or \$94,300, is a required local match which can be funded in numerous ways including Township funds, donations and in-kind services.

Therefore, subsequent to the public hearing, I recommend the Board adopt Resolution No. 2010-002 which supports the submittal of a Trust Fund Grant Application for improvements to the Valhalla Park restroom facility and pavilion. If the Township is awarded grant funds, the Board will then be asked to enter into a grant agreement if they choose to accept the grant funds.

**Recommended Motion:**

**To adopt Resolution No. 2010-002 supporting the submittal of a Trust Fund Grant Application to the State of Michigan Department of Natural Resources for improvements to the Valhalla Park restroom facility and pavilion.**



**MICHIGAN NATURAL RESOURCES TRUST FUND  
2010 GRANT APPLICATION**

*This information is requested by authority of Part 19 of Act 451 of 1994, to be considered for a recreation grant.*

*A large print version of this application is available upon request.*

<b>FOR DNR USE ONLY</b>	
Application Number	
Region Number	

**Please refer to chapter 3 of 2010 Michigan Natural Resources Trust Fund Application Guidelines booklet for information on completing this form.**

<b>Section A1: Applicant, Site, Project Identification</b>			
Name of Applicant (Government Unit) Delhi Charter Township		Federal ID Number (required) 38-6019639	County Ingham
Name of Authorized Representative (responsible for application day-to-day) Mark Jenks		Title Director	
Address 2074 N. Aurelius Road		Telephone ( 517 ) 694-1549	FAX ( 517 ) 694-1289
City Holt	State ZIP MI 48842	E-mail mark.jenks@delhitownship.com	
State House District 67	State Senate District 23	U.S. Congressional District 8	
Address of site 2287 Pine Tree Road	City, Village or Township of site Delhi Charter Township	ZIP 48842	
County in which site is located Ingham	Town, Range and Section Numbers of site location T3N R2W Sec14		
Park Name Valhalla Park	Proposal Title Valhalla Park Restroom/Pavilion		
<b>Proposal Description</b> The proposed restroom/pavilion building will replace a 30 year old restroom building. The new building will provide accessible restrooms and picnicking space. It will serve the increased use of the parks swimming beach, playgrounds, non-motorized and natural trails and softball fields.			

Is the application for site development or land acquisition?     Development    or     Acquisition

**Section A2: Project Funding**

**IMPORTANT: PLEASE ROUND ALL AMOUNTS TO THE NEAREST \$100.00**

<b>SOURCES OF MATCHING FUNDS</b>	<b>PROJECT COST AMOUNTS</b>
a. General Funds or Local Restricted Funds (Applicant's own cash)	\$ 94,300.00
b. Force Account Labor/Materials (Applicant's own paid labor or materials)	\$ 00.00
c. Federal or State Funds (other than MNRTF)	\$ 00.00
d. Cash Donations	\$ 00.00
e. Donated Labor and/or Materials	\$ 00.00
f. Donated Land Value (acquisition applications only)	\$ 00.00
g. <b>Total Match</b>	\$ 94,300.00
h. <b>Grant Amount Requested (round to nearest hundred dollars)</b>	\$ 283,100.00
i. <b>Total Project Cost</b>	\$ 377,400.00
j. <b>Percentage of match commitment (Must be at least 25% of total project cost)</b>	25 %

**Section A3: Project Details – Land Acquisition Applications ONLY**

Interest acquired will be (check all that apply)  Fee Simple  Easement  Other \_\_\_\_\_

What are the current land uses that exist on the parcel? (check all that apply)  
 Undeveloped/natural land  Agricultural  Residential  Commercial (including timber extraction)  
 Recreational  Other (describe) \_\_\_\_\_ Any buildings on the site?  No  Yes

**Parcel Information Table**

Itemize estimated cost information for each parcel. For phased projects, the parcels and dollar amounts provided should include all phases.

LANDOWNER	ACREAGE	STATE EQUALIZED VALUE (SEV)	ESTIMATED (1) APPRAISED VALUE (\$)	ESTIMATED (2) RELOCATION COSTS (\$)
Parcel 1			00.00	00.00
Parcel 2			00.00	00.00
Parcel 3			00.00	00.00
<b>TOTALS</b>			00.00	00.00

<b>(3) ESTIMATED INCIDENTAL COSTS</b>		
Prorated Taxes	\$ 00.00	
Recording Fees	\$ 00.00	
Transfer Tax	\$ 00.00	
Title Insurance	\$ 00.00	
Appraisal Fees	\$ 00.00	
Closing Fees	\$ 00.00	
Environmental Assessment Costs	\$ 00.00	
<b>TOTAL</b>	<b>\$ 00.00</b>	

TOTAL APPRAISED VALUE (1)	\$ 00.00
TOTAL RELOCATION COSTS (2)	\$ 00.00
TOTAL INCIDENTAL COSTS (3)	\$ 00.00
<b>TOTAL ACQUISITION COSTS</b>	<b>\$ 00.00</b>

*Total Acquisition Costs must match item i. of Section A2 of this form*

**Section A4: Project Details – Development Applications ONLY**

Applicant's current control of the site:  Fee Simple  Lease  Easement  Other  Age of Park  Acres

**Development Project Cost Estimate Table**

SCOPE ITEMS <small>Limit each item description to 25 characters. Do Not Abbreviate.</small>	IS SCOPE ITEM OF UNIVERSAL DESIGN?		SIZE OR QUANTITY	\$	COST
	NO	YES			
1. Site Preparation and Restoration	X	<input type="checkbox"/>	1	\$	41,700.00
2. Sidewalk	X	<input type="checkbox"/>	2,360 SF	\$	18,000.00
3. Restroom/Pavilion	X	<input type="checkbox"/>	1	\$	255,000.00
4. Picnic Tables	X	<input type="checkbox"/>	4	\$	11,000.00
5. _____	<input type="checkbox"/>	<input type="checkbox"/>		\$	00.00
6. _____	<input type="checkbox"/>	<input type="checkbox"/>		\$	00.00
7. _____	<input type="checkbox"/>	<input type="checkbox"/>		\$	00.00
8. _____	<input type="checkbox"/>	<input type="checkbox"/>		\$	00.00
9. _____	<input type="checkbox"/>	<input type="checkbox"/>		\$	00.00
10. _____	<input type="checkbox"/>	<input type="checkbox"/>		\$	00.00
<b>Permit Fees</b>			1	\$	1,000.00
<b>MNRTF Sign</b>			1	\$	1,500.00
			<b>SUBTOTAL</b>	\$	<b>328,000.00</b>
			<b>ENGINEERING (These fees may not exceed 15% of subtotal)</b>	\$	<b>49,200.00</b>
			<b>TOTAL ESTIMATED COST</b>	\$	<b>377,400.00</b>

*Total Estimated Cost must match item i. of Section A2 of this form*

**Section A5: Explanation of Match Sources**

Complete only if you entered a value for any or all of items c, d, e, or f in Section A2 of this application.

c. **Federal or other state funds** - Provide the information requested below for each federal or state program from which matching funds will be provided.

(1) Program Name	Administering Agency	
Contact Name for Administering Agency	Telephone (       )	Amount \$
Type of Funds		
<input type="checkbox"/> Grant funds awarded _____ <span style="margin-left: 150px;"><i>Date grant funds approved</i></span>		
<input type="checkbox"/> Grant funds applied for, not yet approved _____ <span style="margin-left: 150px;"><i>Estimated approval date</i></span>		
<input type="checkbox"/> Appropriated funds _____ <span style="margin-left: 150px;"><i>Date appropriated</i></span>		
<input type="checkbox"/> Other, explain _____		
Is documentation containing the scope of work and budget for the other grant funds included with application? <input type="checkbox"/> No <input type="checkbox"/> Yes		
Is documentation (such as a grant approval letter) that verifies the availability of funds included with application? <input type="checkbox"/> No <input type="checkbox"/> Yes		

(2) Program Name	Administering Agency	
Contact Name for Administering Agency	Telephone (       )	Amount \$
Type of Funds		
<input type="checkbox"/> Grant funds awarded _____ <span style="margin-left: 150px;"><i>Date grant funds approved</i></span>		
<input type="checkbox"/> Grant funds applied for, not yet approved _____ <span style="margin-left: 150px;"><i>Estimated approval date</i></span>		
<input type="checkbox"/> Appropriated funds _____ <span style="margin-left: 150px;"><i>Date appropriated</i></span>		
<input type="checkbox"/> Other, explain _____		
Is documentation containing the scope of work and budget for the other grant funds included with application? <input type="checkbox"/> No <input type="checkbox"/> Yes		
Is documentation (such as a grant approval letter) that verifies the availability of funds included with application? <input type="checkbox"/> No <input type="checkbox"/> Yes		

d. **Cash Donations** - List the individual sources and the amounts to be donated below.

SOURCE	AMOUNT
_____	\$ 00.00
_____	\$ 00.00
_____	\$ 00.00

Is a letter of intent from each donor included with application?     No     Yes

e. **Donated Labor or Materials** - Include each item to be donated, the source, dollar value, and how the dollar value was determined.

<u>ITEM</u>	<u>SOURCE</u>	<u>DOLLAR VALUE</u>	<u>VALUATION METHOD</u>
_____	_____	\$ 00.00	_____
_____	_____	\$ 00.00	_____
_____	_____	\$ 00.00	_____

Is a letter of intent from each donor included with application?     No     Yes

f. **Donated Land Value** - Describe how the value of the land donation was determined.

Is a letter from the landowner committing to the donation of a portion of fair market value and any conditions placed upon their commitment included with application?     No     Yes

## Section B: Justification of Need

If you are submitting multiple acquisition or development applications, what is the priority for this application? (1 = highest)	NA
What page(s) of your recreation plan is the need for the proposed project discussed?	54,55 and 58
What was the date(s) of public meeting to discuss submission of the grant application?	March 10 and 16
Did you gather public input from individuals with disabilities, their families, or advocates?	X No <input type="checkbox"/> Yes
Are you the primary provider of recreation services to any surrounding communities, as documented in your recreation plan?	X No <input type="checkbox"/> Yes
List communities: _____	
What is the total population of the seasonal residents?	_____
Who uses the proposed facilities?	Residents and visitors
Was the application developed through collaboration with adjacent communities or school districts?	X No <input type="checkbox"/> Yes

## Section C: Applicant History and Stewardship

	NO	YES
Is applicant financially solvent to complete the acquisition transaction without any third party assistance (i.e. loans, lines of credit, same day closings, etc.) until partial reimbursement and final audit is completed (approximately 180 days after closing)?	<input type="checkbox"/>	<input type="checkbox"/> NA
If yes, please provide documentation that supports this.		
Has applicant received DNR recreation grant(s) in the past?	<input type="checkbox"/>	X
If yes, does applicant currently have an open, active grant?		
	<input type="checkbox"/>	X
Has applicant closed, sold, or transferred any parkland or recreation facilities in the past 5 years?	X	<input type="checkbox"/>
Does applicant have a "residents only" policy for this park or other parks or recreation facilities?	X	<input type="checkbox"/>
Do you now or do you intend in the future to charge an entrance fee to the project site?	X	<input type="checkbox"/>
If yes, fee schedule and policy for reduced entrance fees for low-income users included with application?		
	<input type="checkbox"/>	<input type="checkbox"/>
What is the applicant's current year budget for parks and recreation?	\$	649,210
What are the estimated operation and maintenance costs associated with the project?	\$	7,300

## Section D: Site Conditions

Complete the following property checklist on the environmental conditions at the project site and adjacent areas, using information from the past ten years or longer, as appropriate. If you answer **YES** or **UNKNOWN** to any of the questions, you are required to prepare an environmental report. See page 28 of the *2010 Michigan Natural Resources Trust Fund Application Guidelines* for guidance.

	NO	YES	UNKNOWN
1. Does the applicant, landowner, or others have knowledge that any portion of the property is or has been used for industrial purposes, including manufacturing and/or minerals' processing or extraction (sand, gravel, oil, or gas) at this time or in the past?	X	<input type="checkbox"/>	<input type="checkbox"/>
2. Does the applicant, landowner, or others have knowledge that any portion of the property is currently being used or has been used in the past for a gas station, motor vehicle service or repair facility, commercial printing facility, dry cleaners, photo developing lab, junkyard, landfill, waste treatment, storage, processing or recycling or disposal facility?	X	<input type="checkbox"/>	<input type="checkbox"/>

	NO	YES	UNKNOWN
3. Does the applicant, landowner, or others have knowledge that any of the following are or have in the past been stored, discarded, or used on the property – automotive or industrial batteries, pesticides or other chemicals used in agricultural practices, paints, industrial waste, or other chemicals in drums or other containers?	X	<input type="checkbox"/>	<input type="checkbox"/>
4. Does the applicant, landowner, or others have knowledge that fill dirt or other fill material of unknown origin is on this property or has in the past been placed on the property?	X	<input type="checkbox"/>	<input type="checkbox"/>
5. Does the applicant, landowner, or others have knowledge of any evidence of leaks, spills, or stains from a substance other than water at this time or in the past?	X	<input type="checkbox"/>	<input type="checkbox"/>
6. Does the applicant, landowner, or others have knowledge that there are or have in the past been waste disposal pits, lagoons, or ponds on the property?	X	<input type="checkbox"/>	<input type="checkbox"/>
7. Does the applicant, landowner, or others have knowledge that there are at this time or have in the past been registered or unregistered storage tanks on the property?	X	<input type="checkbox"/>	<input type="checkbox"/>
8. Does the applicant, landowner, or others have knowledge that contaminated groundwater lies below the property?	X	<input type="checkbox"/>	<input type="checkbox"/>
9. If there is a water well on the property, does the applicant, landowner, or others have knowledge that contaminants have been identified in the well that exceeded legal standards or has the well been identified as contaminated by a government agency?	X	<input type="checkbox"/>	<input type="checkbox"/>
10. Has the landowner been notified about any current violations of environmental laws pertaining to activities on the property or does applicant, landowner, or others have knowledge about past violations?	X	<input type="checkbox"/>	<input type="checkbox"/>
11. Has the landowner been notified of any environmental assessments of the property that identified a) the presence of hazardous substances, petroleum products, or contamination; or b) the need for further assessment?	X	<input type="checkbox"/>	<input type="checkbox"/>
12. Does the applicant, landowner, or others have knowledge that any hazardous substances, unidentified waste materials, tires, or automotive or industrial batteries have been dumped above ground, buried, or burned on the property?	X	<input type="checkbox"/>	<input type="checkbox"/>
13. Is the property listed on any federal or state list of contaminated sites, including the site of a leaking underground storage tank?	X	<input type="checkbox"/>	<input type="checkbox"/>
14. Does the applicant, landowner, or others have knowledge that any of the adjoining properties are currently being used or have been used in the past for the purposes listed in the previous questions 1-13?	X	<input type="checkbox"/>	<input type="checkbox"/>
15. Has an environmental assessment been completed for the site? If yes, provide the most current.	X	<input type="checkbox"/>	<input type="checkbox"/>
16. Are permits required for the development of the site? If yes, complete the following table:	<input type="checkbox"/>	X	<input type="checkbox"/>
<b>TYPE OF PERMIT</b>	<b>PERMITTING AGENCY</b>	<b>EFFORTS TAKEN TO OBTAIN PERMIT OR DETERMINE PERMIT REQUIREMENTS</b>	
Site Plan Review, SESC	Township - Planning	Correspondence with Department	
Building, Plumbing, Electric	Township -Building	Correspondence with Department	

**Section E1: Natural Features of the Project Site**

To the best of your knowledge, does the project site include:

**Great Lakes shoreline or Great Lakes connecting water frontage?**  No  Yes

Great Lakes connecting waters are defined on page 13 of the 2010 Michigan Natural Resources Trust Fund Application Guidelines booklet.

If yes, name of Great Lake or Great Lakes connecting water \_\_\_\_\_

How many linear feet of shoreline or frontage? \_\_\_\_\_

**Inland lake frontage?**  No  Yes

If yes, name of water body \_\_\_\_\_

What is the size of the total water body in acres? 6.2

How many linear feet of frontage are on site? 2,313

**River and/or tributary frontage?**  No  Yes

If yes, name of water body \_\_\_\_\_

How many linear feet of frontage? \_\_\_\_\_

Is the river or tributary a state natural river or a federally dedicated wild and scenic river?  No  Yes

**Wetland acreage or frontage?**  No  Yes

If yes, please list the number of acres of the type(s) of wetland(s) on site

Marsh \_\_\_\_\_ Prairie \_\_\_\_\_ Fen \_\_\_\_\_ Bog \_\_\_\_\_ Forest \_\_\_\_\_ Shrub \_\_\_\_\_

Dune and swale complex \_\_\_\_\_ Boreal forest \_\_\_\_\_ Type unknown \_\_\_\_\_

Is documentation of type and quality provided with application?  No  Yes

If yes, source of information \_\_\_\_\_

**Other water acreage or frontage?**  No  Yes

If yes, name of other water body \_\_\_\_\_

Is the entire water body completely within the site boundaries?  No  Yes

How many linear feet of frontage or acres of water are on site? \_\_\_\_\_

**Sand dunes?**  No  Yes

If yes, list the number of acres of sand dunes on the site \_\_\_\_\_

Critical \_\_\_\_\_ Not designated as critical, or designation unknown \_\_\_\_\_

Is documentation of type and quality provided with application?  No  Yes

If yes, source of information \_\_\_\_\_

**Dedicated state or federal listed wilderness or dedicated natural area or Pigeon River Country State Forest land or inholding?**  No  Yes

If yes, name of area \_\_\_\_\_

How many acres on site? \_\_\_\_\_

**Rare species or any other significant feature as defined by the Michigan Natural Features Inventory?**  No  Yes

If yes, list species or feature and status. If too many to list here, include in the application narrative.

Population/range locations denoted on site plan or other map?  No  Yes

**Section E2: Wildlife Values of the Project Site**

*Will the proposed park or park development:*

**Protect wildlife habitat** (for example, breeding grounds, winter deeryards, den sites)?  No  Yes

If yes, list species \_\_\_\_\_

How many acres of habitat does the site provide? \_\_\_\_\_

**Act as a wildlife corridor between existing protected areas or buffer an existing protected area?**  No  Yes

If yes, name the existing park(s) or protected area(s) \_\_\_\_\_

How many acres are currently in protected status? \_\_\_\_\_

Is documentation of the ecological value of adjacent protected areas and/or the ability of the project site to act as a corridor/buffer provided with application?  No  Yes

If yes, source of information \_\_\_\_\_

**Section E3: Natural Resource Recreation Opportunities**

*Will the proposed park or park development provide new or additional:*

**Water recreation opportunities?**  No  Yes

**Hunting opportunities?**  No  Yes

If yes, what seasons will be available? (for example, deer/firearm) \_\_\_\_\_

\_\_\_\_\_

How many acres will be available for hunting? \_\_\_\_\_

**Fishing opportunities?**  No  Yes

If yes, what type of fishing opportunities will be provided? (species/methods)

\_\_\_\_\_  
\_\_\_\_\_

**Bird watching or other nature viewing opportunities?**  No  Yes

If yes, what species can be viewed? \_\_\_\_\_

\_\_\_\_\_

**Nature interpretation or education opportunities?**  No  Yes

If yes, how are the interpretation or education opportunities provided? (check all that apply)

- Interpretive signage     Interpretive brochures     Nature center     Part time or volunteer naturalist     Full time naturalist

Have you formed a partnership with another organization to provide interpretive/educational services?  No  Yes

If yes, name of organization \_\_\_\_\_

Provide examples of interpretive materials, descriptions of classes, and other documentation on the interpretive/educational services provided with application \_\_\_\_\_

**SECTION E4: Public Access Opportunities**

Will the site be open to the general public?  No  Yes

List the hours open to the public Dawn to Dusk \_\_\_\_\_

How will the public be reasonably able to access this site? (check all that apply and show on site plan)

- Automobile     Boat     Public Transportation     Motorized Trail     Non-Motorized Trail

Sidewalk/Pathway     Other (describe) \_\_\_\_\_

**SECTION E5: Trails**

*If the proposed project is a trail, answer the following questions:*

Who is the primary intended user? (Check one)

- Hikers/Pedestrians       Road Bicyclists       Equestrians       Mountain Bicyclists
- Cross-Country Skiers       Snowmobilers       Other motorized vehicle users       Other

Who are the secondary users?

- Hikers/Pedestrians       Road Bicyclists       Equestrians       Mountain Bicyclists
- Cross-Country Skiers       Snowmobilers       Other motorized vehicle users       Other

Is the trail connected to another trail(s) or part of a larger trail network?     No     Yes

If yes, what is the name of the network? \_\_\_\_\_

How long is the trail? \_\_\_\_\_ linear feet, including \_\_\_\_\_ ft. bituminous (paved),  
\_\_\_\_\_ ft. boardwalk (if applicable), \_\_\_\_\_ ft. sidewalk \_\_\_\_\_ ft. other hard surface.

What is the width of the trail? \_\_\_\_\_

**SECTION F: Certification**

*I hereby certify that I am an official of the applicant agency and am empowered to make the necessary commitments to apply for this grant. I also certify that I understand all of the commitments and responsibilities listed in the Michigan Natural Resources Trust Fund 2010 Application Guidelines (IC1905).*

\_\_\_\_\_  
Printed/typed name of authorized agent  
(must be a community official)

\_\_\_\_\_  
Title of authorized agent

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*Complete all information, sign, and mail to:*

**GRANTS MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
PO BOX 30425  
LANSING MI 48909-7925**

*OVERNIGHT or EXPRESS MAIL to:*

**GRANTS MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
530 W ALLEGAN  
LANSING MI 48933**

***Mailed applications must be postmarked by the US Postal Service no later than 11:59 PM April 1, 2010, for primary deadline, or August 2, 2010, for secondary deadline (acquisitions only).***

**DO NOT FAX APPLICATION**

## DELHI CHARTER TOWNSHIP

### MEMORANDUM

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** March 12, 2010

**RE:** Resolution No. 2010-004 – Support to Bring “Google Fiber for Communities” to the Greater Lansing Region

---

Enclosed for your review and approval is Resolution No. 2010-004 which shows support to bring “Google Fiber for Communities” to the Greater Lansing Region.

Google is currently looking at communities across the nation in order to select a small number of trial locations where they would invest hundreds of millions of dollars to build and test ultra-high speed broadband fiber networks. These fiber networks will allow for incredible speeds up to 1 gigabyte per second (100 times faster than most Americans have). This network will provide open access so other providers can also utilize the fiber.

Google sent out a Request for Information (RFI) to municipalities throughout the country so the Greater Lansing Region will be competing with communities across the nation. Most of the urbanized communities of Greater Lansing are submitting a regional response to this RFI as Google is looking for regional and broad-based support.

This resolution shows Delhi Township’s support for this great opportunity. In addition to our local government support, Google needs to know we have community support from our schools, parent-teacher groups, community and faith-based organizations as well as civic and service clubs. To show this support each of these groups can visit [www.google.com/appserve/fiberrfi/public/options](http://www.google.com/appserve/fiberrfi/public/options) to nominate the Greater Lansing Region as being the best region Google can install their fiber networks.

Therefore, I recommend the Board adopt Resolution No. 2010-004 showing our support to bring Google to the Greater Lansing Region.

#### **Recommended Motion:**

**To adopt Resolution No. 2010-004 in support of bringing “Google Fiber for Communities” to the Greater Lansing Region.**

**DELHI CHARTER TOWNSHIP  
RESOLUTION NO. 2010-004**

***A RESOLUTION TO SUPPORT BRINGING "GOOGLE FIBER FOR COMMUNITIES" TO THE  
GREATER LANSING REGION***

At a regular meeting of the Township Board of Trustees of the Charter Township of Delhi, Ingham County, Michigan, held at the Township Hall, 2074 Aurelius Road, Holt, Michigan on the 16<sup>th</sup> day of March, 2010 at 7:30 p.m.

PRESENT:

ABSENT:

The following preamble and Resolution was offered by \_\_\_\_\_.

**WHEREAS**, The Township Board recognizes the need for expansion of broadband internet access in the Greater Lansing Region; and,

**WHEREAS**, the Delhi Technology Park, Genesis Health Park, East Lansing Technology Innovation Center, University Research Corridor, local economic development corporations, and other initiatives have helped foster a growing entrepreneur technology sector; and,

**WHEREAS**, Google's open-access high speed network will provide service up to 100 times faster than existing broadband service; and,

**WHEREAS**, Google's open-access high speed network will allow existing local providers to fully utilize new fiber-optic infrastructure; and,

**WHEREAS**, local access to high-speed network will retain and attract growing technology businesses to Greater Lansing.

**NOW, THEREFORE, BE IT RESOLVED**, THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF DELHI supports the efforts of local communities to bring "Google Fiber for Communities" to the Greater Lansing Region.

AYES:

NAYES:

ABSENT:

This Resolution declared adopted this 16<sup>th</sup> day of March, 2010.

---

Evan Hope, Township Clerk

**STATE OF MICHIGAN)**

**COUNTY OF INGHAM)<sup>ss</sup>**

I, the undersigned, the duly qualified Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on the 16<sup>th</sup> day of March 2010.

**IN WITNESS WHEREOF**, I have hereunto affixed my official signature this \_\_\_\_ day of March 2010.

---

Evan Hope, Township Clerk

# Google Fiber for Greater Lansing

*The Capital Area Collaborative Effort for Google Fiber-to-Home*



## ***Advocate Information Packet***

Compiled by **ACCELERATE LANSING** in cooperation with: the Lansing Economic Area Partnership, the City of Lansing, the City of East Lansing, Delta Township, Lansing Township, Meridian Township, regional governmental agencies, regional economic development corporations, countless community, neighborhood, and civic organizations, and tens of thousands of Capital Area residents committed to making our region a more vibrant, interconnected, and prosperous community.

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***Greater Lansing Google Response Team***

[www.greaterlansing4google.com](http://www.greaterlansing4google.com)

[www.GL4G.com](http://www.GL4G.com)

[acceleratelansing@gmail.com](mailto:acceleratelansing@gmail.com)



# Google Fiber for Greater Lansing:

*The Capital Area Collaborative Effort for Google Fiber-to-Home*

## What's all this about?

Google is looking for communities around the country to test its ultra-fast broadband fiber infrastructure. We are going to convince Google that the Greater Lansing region is the best place to test it! If you're not sold yet, you will be. We have many advantages – abundance of tech-savvy entrepreneurs, burgeoning high-tech and film industries, strong support from business, community, and local government, land use and demographic advantages, not to mention a Big-Ten University, the state capital, and a bustling IT sector. There are plenty of reasons why we are the best place to start, but more on that in a bit.

Google plans to invest hundreds of millions of dollars in fiber optic infrastructure in their chosen community. The fiber-to-the-home connection will deliver Internet speeds of 1 gigabit per second, more than 100 times faster than what we currently have today. Further, Google is committed to open access, and they will allow existing companies to offer services using the infrastructure they install.

From now until March 26th, Google is accepting submittals for its Request for information (RFI), which will help them decide where to put the test network. Officials from Lansing, East Lansing, Delta Twp., Lansing Twp., and Meridian Twp. have been working on a joint application – other regional municipalities are encouraged to submit their own as well! **We have been advised by people in the industry that any roadblocks will convince Google to go elsewhere** – so a joint application and broad support will show that our region knows how to collaborate!

Google is also asking individuals and community organizations to show support for this effort by nominating their local municipalities. Fill out a nomination form, talk to your neighborhood organizations, write letters to the editor, tell your friends, put it on twitter, call in to the radio stations... Let's not allow this opportunity to pass without giving our fullest effort! Stay positive, stay focused, stay committed; if we fire on all cylinders, we can win this thing!



## Greater Lansing’s Regional Government Response

To be considered, a community’s local government must submit an official response to Google’s Request for Information (RFI). Municipalities are able to submit cooperative responses. Below is a list of who is coordinating the RFI effort on behalf of each municipality involved in the government response for Greater Lansing:

Lansing	Kathie Dunbar Vice President, Lansing City Council Chair of Intergovernmental Relations	<a href="mailto:kdunbar@lansingmi.gov">kdunbar@lansingmi.gov</a>
Lansing	Andrea Ragan Lansing Economic Development Corporation	<a href="mailto:andrearagan@gmail.com">andrearagan@gmail.com</a>
East Lansing	Jeff Smith East Lansing Technology Innovation Center	<a href="mailto:jjsmith@cityofeastlansing.com">jjsmith@cityofeastlansing.com</a>
East Lansing	Nathan Triplett East Lansing City Council	<a href="mailto:ntriple@cityofeastlansing.com">ntriple@cityofeastlansing.com</a>
Delta Twp	Jen Wohlfert Manager’s Assistant	<a href="mailto:jwohlfert@deltami.gov">jwohlfert@deltami.gov</a>
Lansing Twp	John Daher Township Supervisor	<a href="mailto:johndaher@lansingtownship.org">johndaher@lansingtownship.org</a>
Meridian Twp	Paul Brake Assistant Manager	<a href="mailto:brake@meridian.mi.us">brake@meridian.mi.us</a>



## What You Can Do To Help

To convince Google to come to Greater Lansing, we need a very broad-based, grassroots effort in support of a highly coordinated and well-executed municipal effort. The municipalities are doing a fantastic job of working together; it now falls on the rest of us (**Individuals, Chambers of Commerce, Educational Institutions, Parent-Teacher Groups, Neighborhood, Community, and Faith-Based Organizations, Civic and Service Clubs, Commercial Associations, Fraternal Organizations,** etc) to carry the region across the finish line. Here's what we need *everyone* to do:

### 1. **Nominate Our Communities:**

Visit [www.google.com/appserve/fiberrfi/public/options](http://www.google.com/appserve/fiberrfi/public/options). Fill out the "Nomination Form" on the right. You will be responding in support of **Greater Lansing's** regional effort.

### 2. **Ask Other Organizations for Support and Nominations:**

Local community organizations, universities, road commissions, etc., need to show their support! Visit [www.acceleratelansing.org/google](http://www.acceleratelansing.org/google) to sign up to do outreach!

Sample resolutions are available at the end of this packet. If your organization is unable to pass a resolution prior to the application deadline, please submit letters of support on behalf of your members. Send resolutions/letters to [acceleratelansing@gmail.com](mailto:acceleratelansing@gmail.com) for inclusion in the regional application.

### 3. **Become a Greater Lansing Google Advocate:**

- Sign up to be on the team at [www.greaterlansing4google.com](http://www.greaterlansing4google.com), (or [www.GL4G.com](http://www.GL4G.com))
- Join the Facebook group at:  
[www.facebook.com/group.php?gid=336478496672&ref=ts](http://www.facebook.com/group.php?gid=336478496672&ref=ts)
- E-mail us with any questions or ideas at [acceleratelansing@gmail.com](mailto:acceleratelansing@gmail.com)



## Key Talking Points for Google Advocates:

Talking points need to be quick, 2-5 second pieces of information you can use to quickly and succinctly answer questions regarding this initiative. If we are going to garner community support and media coverage, we need a message that is both easy to understand and easy to communicate. Taking a little extra time to compose answers to the “expected” questions will save you time and heartache. Below are some key talking points about the proposal. If you think of more points let us know, and we’ll add them!

- Google is planning invest hundreds of millions of dollars to build and test ultra-high speed broadband fiber networks in a small number of trial locations across the country.
- These fiber-optic networks will allow for incredible speeds of up to 1 gigabit per second, more than 100 times that of what most Americans have.
- Google will finance the construction of the network.
- The network will be open-access, meaning other providers can utilize the fiber infrastructure as well.
- Google sent out a Request for Information (RFI) to municipalities across the nation; we are competing with all other communities submitting a response.
- Greater Lansing is submitting a regional proposal on behalf of five contiguous municipalities: Lansing, East Lansing, Delta Twp., Lansing Twp., and Meridian Twp.
- In addition to the government response, Google needs to know that we have broad-based community support.
- We need supporting nominations from local Chambers of Commerce, Educational Institutions, Parent-Teacher Groups, Neighborhood, Community, and Faith-Based Organizations, Civic and Service Clubs, Commercial Associations, Fraternal Organizations,
- Fill out a nomination form at: <http://www.google.com/appserve/fiberrfi/public/options>



## Why Greater Lansing?

In addition to a few technical questions about current Internet services, nomination forms ask respondents to tell Google why they should come to your community. The most common response (and one they will hear from a majority of respondents) is a desire for faster Internet service. We believe the Greater Lansing area has assets that lend themselves to far more creative responses that will catch Google's attention. If you have other ideas, please e-mail [acceleratelansing@gmail.com](mailto:acceleratelansing@gmail.com) and we'll add them to the list.

### Local government support

Google seems to be giving strongest consideration to nominations from eager, willing, and capable local governments. Community support is meaningless if local governments are not receptive to this opportunity. In the Greater Lansing region, **we have five contiguous government entities joining forces in unified support of this effort.**

### Rapid Deployment

Google is looking for areas where fiber networks can be installed quickly and efficiently. When Google has done other large-scale projects in the past, they use local vendors and contractors for a large portion of installation and implementation. **The Greater Lansing area has local companies, like ACD.net, who actually lay fiber-optic cable as a core part of their business!** A large initiative such as this will **employ our talented local labor force.**

### Cost-Competitiveness

Google is looking to spend a significant amount of money building the infrastructure needed to make this project happen. In the past year, engineers and planners in the Greater Lansing region have seen **infrastructure projects come in at between 10% and 35% below projected cost.**<sup>i</sup> We're guessing that **similar savings can be realized in this project.**

### Population

Google is looking for a community of "at least 50,000 and potentially up to 500,000 people." As such, the **Greater Lansing region looks well suited for the deployment of Google Fiber.** Here is the breakdown of Lansing/ East Lansing's population:

- Lansing/ East Lansing Population – 160,285 in 2006.<sup>ii</sup>
- Lansing/ East Lansing MSA (Metropolitan Statistical Area) - 456,327 in 2008.<sup>iii</sup>

It's also worth mentioning that **our population represents a wide range of social, economic, political, ethnic, and cultural diversity.**



### *Regional Assets*

**The Greater Lansing region is home to** four major institutions of higher learning, three public school districts, two award-winning hospital systems, hundreds of non-profit community, faith, and cultural organizations, AND the state capital. **All of these institutions will benefit greatly from increased bandwidth and speed that Google fiber would provide.**

### *Economic Opportunities*

With the downsizing of the auto industry, the economic landscape in Michigan is **evolving from heavy manufacturing to more knowledge- and technology-based industries.** The Greater Lansing region has been ahead of the game for many years; where others saw obstacles, we saw opportunities. Our communities have created Smart Zones and used a variety of economic development incentives to leverage more than 600 million dollars in private business investment, creating more than 4,000 new jobs. **Imagine the type of high tech companies, spin-off industries, and startups we could attract to the region if we had a community-wide fiber network.** The possibilities are endless.

### *Entrepreneurship*

The Greater Lansing region is becoming a hub of entrepreneurial activity. The Google Fiber Project will not only help existing entrepreneurs flourish, but will also **help us attract and infuse a new and vibrant class of talented professionals in our community.** Below is a just a partial list of existing entrepreneurial opportunities and networks in the region:

- The Technological Innovation Center<sup>iv</sup>
- The Hatch<sup>v</sup>
- Next Bright Idea<sup>vi</sup>
- Eve of Ignition<sup>vii</sup>
- Entrepreneur Institute of Mid-Michigan<sup>viii</sup>
- The Center for New Enterprise Opportunity<sup>ix</sup>
- Mid-Michigan Innovation Club for Entrepreneurs

### *Institutions of Higher Education*

Our regional population is annually infused with more than **68,000 students** enrolled at **Michigan State University, Lansing Community College, Thomas M. Cooley Law School, and Davenport University.** Imagine the applications that could be developed/enhanced to expand existing or create new web-based learning environments.



### Research Opportunities

Google wants to study the effect that increased bandwidth and speed have in their chosen communities. **We have a renowned research university, MSU, who can partner with Google to gather data and analyze the regional impact of gigabit fiber deployment** on social networks, civic engagement, economic development, job creation, health outcomes, educational opportunities, and more!

### The Facility for Rare Isotope Beams (FRIB)<sup>x</sup>

In 2008, the United States Department of Energy chose Michigan State University as their home for the new Facility for Rare Isotope Beams (FRIB), a cutting-edge research center designed to advance understanding of rare nuclear isotopes and the evolution of the cosmos. This \$550 million facility will provide research opportunities for an international community of university and laboratory scientists, postdoctoral associates, and graduate students.<sup>xi</sup> Having access to Google's Fiber Network could only **enhance MSU's ability to share complex data with researchers all over the world.**

### Film Opportunities

State tax incentives for movie production have increased the number of film projects in Michigan (e.g., Gran Torino, Whip It, Red Dawn, Transformers, Semi Pro, Dreamgirls). We grew from two films in 2007 to 85 films in 2009! The year before tax credits were adopted, movie makers spent \$2 million producing films in Michigan. The year after, they spent \$125 million! There are plans in the works to create a film studio in downtown Lansing. **Having the capability for high speed video transfer and real-time multi-media collaboration would allow local companies to do post-production film edits in-state,** increasing the amount of revenue films bring to the region.

### Local IT Support

The Google network will be open-access, meaning existing service providers will be able to utilize it to provide their service. **Local information technology businesses are enthusiastic about the possibilities this initiative poses.**

### Community Support

Google Fiber has the potential to benefit ALL residents in the Greater Lansing region. Urban and rural residents; students and families; entrepreneurs and non-profits – we have nothing to lose from this effort, but immeasurable amounts to gain. **We know this initiative enjoys broad-based community support; we just need supporters to let Google know!**



## Who's Helping Out?

The regional call-to-action for Google Fiber is being led by **Accelerate Lansing**, a group of innovative and motivated residents committed to making the Greater Lansing region a more culturally rich, interconnected and prosperous community.

For up-to-date info on the Google effort, check out our Accelerate Lansing website, [www.acceleratelansing.org/google](http://www.acceleratelansing.org/google). We'll add more information as it becomes available. If you have a specific question, feel free to e-mail any of Accelerate

Joe Manzella	<a href="mailto:josephmanzella@gmail.com">josephmanzella@gmail.com</a>
Tremaine Phillips	<a href="mailto:Phillips.tremaine@gmail.com">Phillips.tremaine@gmail.com</a>
Rory Neuner	<a href="mailto:Rory.neuner@gmail.com">Rory.neuner@gmail.com</a>
Sarah Anthony	<a href="mailto:Se.anthony@gmail.com">Se.anthony@gmail.com</a>
Chris Potterpin	<a href="mailto:cpotterpin@gmail.com">cpotterpin@gmail.com</a>

Lansing's Google advocates listed above or use the general contact:

[acceleratelansing@gmail.com](mailto:acceleratelansing@gmail.com). We'll answer your questions as quickly as possible or direct you to those who can!

## Bring Google Fiber to Greater Lansing!



## Sample Resolution

Contained below is a sample resolution based on what we've heard so far. Please feel free to utilize some of these statements:

WHEREAS, *[Insert Organization]* recognizes the need for expansion of broadband internet access in the Greater Lansing Region; and,

WHEREAS, the East Lansing Technology Innovation Center, University Research Corridor, local economic development corporations, and other initiatives have helped to foster a growing entrepreneurial technology sector; and,

WHEREAS, Google's open-access high speed network will provide service up to 100 times faster than existing broadband service; and,

WHEREAS, Google's open-access high speed network will allow existing local providers to fully utilize new fiber-optic infrastructure; and,

WHEREAS, local access to high-speed fiber optic service will retain and attract growing technology businesses to Greater Lansing; Now, therefore,

BE IT RESOLVED, *[Insert Organization]* supports the efforts of local communities to bring "Google Fiber for Communities" to the Greater Lansing Region.



## Sample Letter

Administrator  
Regional Economic Entity  
One Capitol Ave  
Lansing, MI 48910

Dear Administrator,

I am writing to you about a very important opportunity for our region and for your organization. On February 10, Google asked communities around the nation for information that would help them decide where to test out their High-tech fiber-to-home technology. This information is due March 26, 2010.

This technology can yield internet speeds more than 100 times faster than current networks, and Google intends to price the service competitively with existing broadband. Their networks are open-access, meaning local providers like Comcast and ACD.net will be able to utilize the infrastructure as well.

This would be a game-changer for our region as we would have some of the fastest internet in the world. We have an array of tech-based startups that would see tremendous competitive advantages, and entrepreneurs from elsewhere would look to locate in this region to take advantage of this technology.

Additionally, Google has a need for local companies to construct and implement the infrastructure. Our region has companies that specialize in the laying and management of fiber-optic networks. Should Google pick our region, they will not only improve our long-term economic competitiveness, but provide immediate jobs for these companies.

However, Google will not pick an area without the full support of citizens, community organizations, and government. It is for these reasons and many more that we ask your organization to join the team in support of the regional initiative to bring "Google Fiber-to-Home" where it belongs in Greater Lansing.

To show your support, fill out a Nomination at: <http://www.google.com/appserve/fiberrfi/public/options>. Also, have your directors write a letter or pass a resolution of support and send it to Accelerate Lansing at: [acceleratelansing@gmail.com](mailto:acceleratelansing@gmail.com).

Sincerely,

John Q. Public  
Greater Lansing for Google Team



# Bring Google Fiber to Greater Lansing!

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<sup>i</sup> Tri-County Regional Planning Commission, 2/24/2010

<sup>ii</sup> US Census Bureau - <http://quickfacts.census.gov/qfd/states/26/2624120.html>

<sup>iii</sup> Proximityone.com - <http://proximityone.com/situation/29620.htm>

<sup>iv</sup> City of East Lansing - <http://www.cityofeastlansing.com/TIC/>

<sup>v</sup> City of East Lansing - <http://www.cityofeastlansing.com/hatch/>

<sup>vi</sup> NextBrightIdea.com - <http://www.nextbrightidea.com/>

<sup>vii</sup> Eve of Ignition - <http://www.facebook.com/pages/East-Lansing-MI/Eve-of-Ignition/298359115912?ref=ts&v=wall>

<sup>viii</sup> Entrepreneurial Institute of Mid-Michigan - <http://www.eim-m.org/>

<sup>ix</sup> The Center for New Enterprise Opportunity-<http://www.neocenter.org/index.html>

<sup>x</sup> Facility for Rare Isotope Beams<http://www.greaterlansinglife.com/FRIB.aspx>

<sup>xi</sup> Department of Energy: Office of Nuclear Physics - <http://www.er.doe.gov/np/program/FRIB.html>