

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

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

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

Members Absent: Trustees Jon Harmon, Megan Ketchum

**COMMENTS FROM THE PUBLIC** - None

**NEW BUSINESS**

**DOWNTOWN DEVELOPMENT AUTHORITY**

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

**BROWNFIELD REDEVELOPMENT AUTHORITY**

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

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

**DEBT SERVICE – DDA**

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

**PARKS ADMINISTRATION**

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

SUBJECT TO APPROVAL

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**PARKS**

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

**RECREATION**

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

**BUILDING AND GROUNDS**

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

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

**FIRE FUND**

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

**GENERAL FUND SUMMARY**

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

**LEGISLATIVE**

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

**MANAGER**

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

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**ACCOUNTING**

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

**CLERK**

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

**ELECTIONS**

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

**INFORMATION TECHNOLOGY**

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

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

**TREASURER**

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

**ASSESSING**

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

**COMMUNITY DEVELOPMENT**

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

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**INFRASTRUCTURE**

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

**GENERAL FUND OTHER FUNCTIONS**

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

**GENERAL FUND DEBT SERVICE**

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

**SEWER FUND**

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

**SEWER FUND ADMINISTRATION**

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

**DEPARTMENT OF PUBLIC SERVICES**

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

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

**SEWER FUND CAPITAL OUTLAY**

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

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**SEWER FUND BOND INDEBTEDNESS**

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

**STORMWATER**

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

**POLICE FUND**

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

**WATER IMPROVEMENT**

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

**ADJOURNMENT**

Meeting adjourned at 11:40 a.m.

Date: September 20, 2016

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Evan Hope, Township Clerk

Date: September 20, 2016

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C.J. Davis, Supervisor

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SUBJECT TO APPROVAL