



In compliance with the Michigan Public Act 254
this meeting is being conducted via Zoom Webinar Platform

**TOWNSHIP COMMITTEE OF THE WHOLE MEETING
AGENDA
Monday, February 8, 2021 - 6:00 PM**

How to Connect:

Meeting URL: <https://us02web.zoom.us/j/86592881655?pwd=MzFkTHoxK0E3dlg5NjRudVAvaGZpQT09>

Meeting ID: 865 9288 1655

Passcode: 195910

- Or -

Call-In Options using the U.S. numbers:

+1 312 626 6799 | +1 646 876 9923 | +1408 638 0968 | +1669 900 6833

+1 253 215 8782 | +1 301 715 8592 | +1346 248 7799

International numbers available at <https://zoom.us>

For the hearing impaired, please call 711 to access the FCCs phone relaying service and provide one of the U.S. number call-in information above.

If you need assistance connecting, please contact IT Director David Marquette at dmarquette@deltami.gov.

Public comment will be available to all participants.

I. CALL TO ORDER

II. ROLL CALL – Members: Supervisor Kenneth R. Fletcher, Clerk Mary R. Clark, Treasurer Dennis R. Fedewa, Trustee Elizabeth (Beth) S. Bowen, Trustee Fonda J. Brewer Trustee Andrea M. Cascarilla, and Trustee Karen J. Mojica

III. SET/ADJUST AGENDA

IV. PUBLIC COMMENT

V. MANAGER’S REPORT

VI. ITEMS OF DISCUSSION

1. [Strategic Planning Preliminary Discussion](#)
2. [Assessing Annual Report](#)
3. [Building Annual Report](#)
4. [IFT Annual Report](#)

VII. ADJOURNMENT

CHARTER TOWNSHIP OF DELTA

MARY R. CLARK, TOWNSHIP CLERK

Phone (517) 323-8500

Individuals with disabilities attending Township meetings or hearings and requiring auxiliary aids or services should contact Township Manager and ADA Coordinator Brian T. Reed by email at manager@deltami.gov or calling (517) 323-8590 to inform him of the date of the meeting or hearing that will be attended. Copies of minutes may be purchased or viewed in the Clerk's Office from 8 a.m. to 5 p.m., Monday through Friday.



Manager's Office

(517) 323-8590

To: Supervisor Kenneth R. Fletcher and the Delta Township Board

From: Brian Reed, Manager

Date: February 8, 2021

Subject: Strategic Planning Discussion

The board has expressed a desire to have some facilitated strategic planning efforts. I have sought a proposal from Dr. Lewis Bender, a facilitator who is familiar with the Township during our last strategic planning session in 2014. Dr. Bender also has been recommended by many municipalities that utilize him for facilitation as well as other organizations such as the Michigan Association of Clerks.

I have attached a proposal which includes a team expectations workshop and a facilitated strategic planning session. Dr. Bender also agreed that these sessions would be better in person and has proposed a Friday night and Saturday day session. We would need to review logistics in regards to an in person meeting, perhaps utilizing a larger facility to allow the board to spread out sufficiently and provide a zoom option for staff and/or public.

Currently Dr. Bender is available May 7-8 and May 14-15.

I wanted to have an option for the board to discuss at the February 8th meeting.

Please let me know if you have any questions.

A PROPOSAL TO CONDUCT A TEAM EXPECTATIONS WORKSHOP FOLLOWED BY A STRATEGIC GOALS SETTING WORKSHOP FOR THE DELTA CHARTER TOWNSHIP BOARD

Submitted by:

Facilitator: Lewis G. Bender, Ph.D.

P.O. Box 330

Leroy, MI 49655-0330

(231) 797-5536

lewbender@aol.com

February 5, 2021

PART I: TEAM EXPECTATIONS

PURPOSE OF THE TEAM EXPECTATIONS WORKSHOP: The elected leadership team of Delta Charter Township has two new members and one member serving in a different role. The purpose of this proposed workshop is to assist the Supervisor, Clerk, Treasurer, Trustees, and Manager in their efforts to create a stronger working team to serve the citizens of Delta Charter Township. The workshop will focus on the following:

- 1) Strengthening the understandings of the Supervisor, Clerk, Treasurer, Trustees, and Manager related to mutual expectations.
- 2) Identifying approaches for improving ongoing communications and priorities among team members.
- 3) Providing a basis for expanding the efficiency and effectiveness of the team.

FORMAT: This evening workshop will focus on four central questions:

- 1) What should be expected of the Supervisor and Manager?
- 2) What should be expected of the Clerk, Treasurer, and Trustees?
- 3) What should each member of the team expect of every member?
- 4) What does the team need to do differently to be more efficient and effective?

This workshop will focus on discussion among members of the team in responding to these and other questions. This team has been and will continue to be a highly successful team. The assumption is not that the team is broken but that the leadership team (like all teams) can find ways to strengthen and improve.

SUMMARY: The facilitator will document the discussion and email the summary to the Manager for him to distribute to all the board members.

LOCATION:

The workshop will need to be held in a comfortable place where the Board does not usually meet.

PROPOSED DATE: Friday, January 22, 2021 (5:00 pm – 9:00 pm)

LOGISTICAL REQUIREMENTS:

- 2-3 stable (to write on) flip charts.
- Tables in a horseshoe configuration allowing for 6-foot social distancing and other Covid spread prevention measures.

COST: \$2500, plus travel expenses

PART II: BOARD STRATEGIC PLAN

Purpose of a Facilitated Process

The purpose of this process is threefold:

1. Assist the elected and appointed leadership team of Delta Charter Township in their efforts to establish a strategic direction and goals for serving the needs of the Township residents and visitors.
2. Create a facilitated environment that allows participants to explore and discuss ideas in a task-oriented, fair, respectful, and balanced manner.
3. Present documentation that adequately reflects the significant deliberations and decisions of the planning groups.

Tasks to be Completed

The facilitator will complete the following tasks:

1. Consult with the Manager, Supervisor, and selected involved persons regarding the specific purposes and agenda of the process.
2. Facilitate the meetings in a manner that permits the Supervisor and Manager to be free of the responsibilities of running the sessions and which encourages a positive and creative exchange of ideas.
3. Offer advice regarding processes and methodologies to the participants.
4. Move the process forward efficiently and effectively.
5. Provide an outline of the significant points of the proceedings.

Proposed Dates

Friday, March 12, 2021, 5:30 – 9:00 pm

Saturday, March 13, 2021, 8:00 am to noon

Cost

The total cost for facilitation services involving pre-consultations, two days of on-site facilitation, and preparation of meeting notes is \$5000 plus travel expenses.

Proposed Format

The following format can be customized according to the needs of the Delta Charter Township Leaders:

<p>SESSION ONE (Friday Evening) Strategic Planning</p>	<p>PARTICIPANTS:</p> <ul style="list-style-type: none"> • Supervisor • Clerk • Treasurer • Trustees • Manager 	<p>FOCUS: (5:30 -9:00 pm)</p> <ul style="list-style-type: none"> • SWOT - Review the state of the Township and community, including major trends. • VISION TOUR - Breakout Groups discuss and create a shared Five-Year vision for the Township. • Identify major goal areas.
---	---	--

<p>SESSION TWO (Saturday Morning) Strategic Planning</p>	<p>PARTICIPANTS:</p> <ul style="list-style-type: none"> • Supervisor • Clerk • Treasurer • Trustees • Manager • Department Heads 	<p>FOCUS: (8:30 am-noon)</p> <ul style="list-style-type: none"> • VISION - The team revisits the shared vision for the Township with the Department Heads • MAJOR GOALS - The team revisits the Five-Year Major Goal Areas for the Township. • KEY OBJECTIVES - The team discusses and identifies key objectives and guidelines for each goal area. • ONE YEAR TASKS - The team discusses and identifies key tasks in each goal area to be completed in the first year.
---	---	---

Next Steps:

1. The facilitator will send the draft of the strategic plan to the Township Manager.
2. The Township Manager and Department Heads will create a proposed final strategic plan. This proposed strategic plan will involve financial considerations, time frames, and other factors.
3. The Township Manager will share the final proposed plan with the Supervisor and Board for final adoption.
4. The Township Manager and Department Heads will identify responsibilities for moving forward with the one-year tasks.

ATTACHMENTS:

Biography

Team Building Experience

Strategic Planning Experience

FACILITATOR BIOGRAPHY:

Lewis G. Bender, Ph.D.

Dr. Lewis Bender is Professor Emeritus at Southern Illinois University Edwardsville. Lew has researched and taught a wide variety of courses related to management and supervision. His primary research focus has been on organizational teams and the myriad factors and variables that impact team processes and effectiveness.

He is a specialist in helping teams and organizations to become more effective and efficient. He is currently conducting seminars and workshops for leadership and operational teams across the U.S. and Canada.

Dr. Bender received his Ph.D. from the University of Georgia (1977), his Master's degree from Wayne State University (1973), and his baccalaureate from Grand Valley State University (1971).

REFERENCES: Others provided upon request.

Ms. Wendy Jean-Buhrer, City Manager
City of Grand Blanc, Michigan
(810) 694-1118

Mr. Lynn Markland, City Manager
City of Fenton, Michigan
(810) 629-2261

Ms. Tracy Miller, Manager
Delhi Charter Township
(517) 490-5411

Mr. Thomas Tarkowitz, City Manager
City of Marshall, Michigan
(269)781-5183

Mr. James T. Wickman III, Manager
Charter Township of Hartland, Michigan
(810) 632-7498 ext. 260

RECENT TEAM EXPERIENCE:

- Summer 2020 – City of Rockford Michigan Team Building
- Summer 2020 – Muskegon County Road Commission Team Building
- Summer 2020 – Village of Douglas, Michigan Team Building
- Summer 2020 – City of Marshall, Michigan Team Building
- Summer 2020 – City of Linden, Michigan Team Building
- Summer 2020 – Hamburg Township - Team Building
- Winter 2020 – Lowell Michigan Fire Authority -Team Building
- Winter 2020 – City of Lowell Michigan - Team Building
- Winter 2020 – City of Coldwater Michigan -Staff Team Building
- Winter 2020 – City of Birmingham Michigan Commission - Team Building
- Winter 2020 – Fox Metro Water Reclamation Elgin Illinois - Team Building Training
- Fall 2019 – Larkin Charter Township Michigan Team Building
- Fall 2019 – Village of Bayside Wisconsin - Training and Team Building
- Fall 2019 – Hamburg Department of Public Works Michigan - Team Building
- Fall 2019 - Muskegon County Road Commission Michigan -Team Building
- Fall 2019 – Deuchler Engineering Corporation Aurora Illinois - Team Building
- Fall 2019 – City of Joliet Illinois -Team Building
- Fall 2019 – Village of Hoffman Estates Illinois -Team Building
- Fall 2019 – Highland Park Police Department Illinois -Team Building
- Summer 2019 – Deuchler Structural Engineering Aurora Illinois – Team Building
- Summer 2019 – City of Tarpon Springs Florida Fire Department – Team Building
- Summer 2019 – City of Warrenville Illinois - Team Building
- Summer 2019 – City of Hamburg Michigan – Team Building
- Summer 2019 – City of Lowell Light and Power Michigan – Team Building
- Spring 2019 – Marquette County Road Commission Michigan – Team Building
- Spring 2019 - Delta County Road Commission Michigan – Team Building
- Spring 2019 – Dickinson County Road Commission Michigan – Team Building
- Spring 2019 – Road Commission of Montcalm County Michigan - Team Building
- Spring 2019 – Joliet Illinois – Team Building
- Spring 2019 – Muskegon County Sheriff’s Department – Team Building
- Winter 2019 – City of Mt. Pleasant Streets Department Michigan - Team Building
- Winter 2019 – Huron Clinton Metro Parks-Team Building
- Winter 2019 – City of Coldwater Michigan-Team Building
- Winter 2019 – City of Clare Police Department Michigan-Team Building
- Winter 2019 – Muskegon County Board of Commissioners-Team Building
- Fall 2018 – City of Joliet Department of Utilities Illinois-Team Building
- Fall 2018 – Highland Park Police Department Illinois-Team Building
- Fall 2018 – County Road Association Self Insurance Fund Michigan-Team Building
- Fall 2018 – Clare Michigan Police Department Michigan-Team Building
- Summer 2018 – Village of Carol Stream Illinois-Team Building
- Summer 2018 – City of Tarpon Springs Florida-Team Building
- Summer 2018 – City of Owosso Michigan-Team Building
- Summer 2018 – Lake County Road Commission Michigan-Team Building
- Summer 2018 – Huron Clinton Metro Parks Michigan-Team Building

- Summer 2018 – Leon County Sheriff’s Department Tallahassee Florida-Team Building
- Spring 2018 – Van Buren County Road Commission Michigan-Team Building
- Spring 2018 – Carol Stream Illinois-Team Building
- Spring 2018 – City of Highland Park Police Department Illinois-Team Building
- Spring 2018 – Traverse City Light and Power Michigan-Team Building
- Spring 2018 – Sanilac County Road Commission Michigan-Team Building
- Spring 2018 – City of Lowell Michigan-Strategic Planning and Team Building
- Spring 2018 – Village of Oswego Department of Public Works Illinois-Team Building
- Spring 2018 – Highland Park Police Department Illinois-Team Building
- Spring 2018 – Lake County Sheriff’s Department Illinois-Strategic Planning and Team Building
- Winter 2018 – City of Plymouth Michigan-Strategic Planning and Team Building
- Winter 2018 – City of Big Rapids Michigan-Team Building
- Winter 2018 – Canton Township Michigan-Team Building
- Winter 2018 - Summer 2017 Fall 2015 –Tarpon Springs Police Department Florida-Strategic Planning and Team Building
- Fall 2017 Summer 2016 – Sanilac County Sheriff Department Command Team Building-Team Building
- Winter 2017 – City of Lowell Michigan-Team Building
- Winter 2016 - Village of Oswego Department of Public Works Illinois-Team Building
- Winter 2016 – City of Delevan Police Department Wisconsin-Team Building
- Winter 2016 – Carol Stream Department of Public Works Illinois-Team Building
- Winter 2016 – Village of Arlington Heights Illinois-Team Building
- Winter 2016 – Great Lakes Casting Ludington Michigan-Team Building
- Winter 2016 – Traverse City Light and Power Traverse City Michigan-Team Building
- Fall 2016 -Hartland Township Hartland Michigan-Strategic Planning and Team Building
- Fall 2016 – Mecosta County Sheriff Command Team Building-Team Building
- Fall 2016 – Delta County Road Commission-Team Building
- Summer 2016 – Mid Michigan Community College Leadership Team Building-Team Building
- Winter 2015 - Grand Ledge Michigan-Team Building
- Winter 2015 - Lake County Illinois Sheriff’s Department of Corrections-Team Building
- Fall 2015 – City of Marshall Michigan-Team Building
- Summer 2015 – Lake County Illinois Sheriff Department-Team Building
- Fall 2014 Fall 2015 City of Fenton Michigan-Strategic Planning and Team Building
- Winter 2014 Antrim County Road Commission Michigan-Team Building
- Spring 2014 City of Portage Michigan-Team Building
- Fall 2013 County Road Association Self Insurance Fund Michigan-Strategic Planning and Team Building
- Spring 2011 City of Marshall Michigan-Team Building
- Winter 2010-City of Walker Fire Department Walker Michigan-Team Building
- November 2009-Southern Illinois Law Enforcement Commission Belleville Illinois-Team Building
- Fall 2009 Fall 2012-Village of Wauconda Police Department Illinois-Strategic Planning and Team Building
- January 2008-City of Fenton, Michigan-Team Building
- August 2008-City of Fenton Downtown Development Authority Fenton Michigan-Team Building
- Summer 2007-Village of Barrington Illinois-Team Building
- Summer 2007-City of Cadillac Management Team Building Cadillac Michigan-Team Building

- Spring 2007-Mid Michigan Community College Board of Trustees Harrison Michigan-Team Building
- Winter 2004 2005 2006 2009 – Summit Pointe Community Mental Health System Battle Creek Michigan-Strategic Planning and Team Building
- Fall 2005 – Illinois Network of Child Care and Resource Referral Association Bloomington Illinois-Strategic Planning and Team Building
- Winter 2006 – Board of Trustees Mid Michigan Community College Harrison Michigan-Team Building
- Winter 2006 – Village of Vernon Hills Police Department Vernon Hills Illinois-Team Building
- Winter 2002/Spring 2004 Strategic Planning and Team Building Development for Iroquois Memorial Hospital Watseka Illinois-Strategic Planning and Team Building
- Summer 2000 Riverside Memorial Hospital Door County Wisconsin-Team Building
- Spring 2000 American Public Works Association Illinois Chapter Springfield Illinois-Team Building

RECENT STRATEGIC PLANNING EXPERIENCE:

- Winter 2020 – City of Grand Blanc, Michigan Strategic Planning
- Winter 2020 – City of Fenton, Michigan Strategic Planning Update
- Winter 2020 – City of Big Rapids, Michigan Strategic Planning Update
- Fall 2019 – City of Ewart, Michigan Strategic Planning
- Fall 2019 – City of Plymouth, Michigan Strategic Planning
- Fall 2019 – Village of Plainfield, Illinois Strategic Planning
- Summer 2019 – Mutual Aid Box Alarm System Divisions 4 & 5 SRT Hainesville, Illinois – Strategic Planning
- Summer 2019 – Bath Township, Michigan Library – Strategic Planning
- Summer 2019 – St. Joseph County, Michigan – Strategic Planning
- Spring 2019 – Livingston County, Michigan – Strategic Planning
- Spring 2019 – Plainfield, Illinois – Strategic Planning
- Spring 2019 – Warrenville, Illinois – Strategic Planning
- Spring 2019 – Clinton County, Michigan – Strategic Planning
- Winter 2019 - City of Plymouth, Michigan-Strategic Planning Update
- Winter 2019 – City of Marshall, Michigan-Strategic Planning
- Winter 2019 – City of Saline, Michigan-Strategic Planning
- Winter 2019 – City of Big Rapids, Michigan-Strategic Planning
- Winter 2019 – City of Lowell, Michigan-Strategic Planning
- Winter 2019 – City of Tarpon Springs Police Department, Florida-Strategic Planning Update
- Fall 2018 – Canton Township, Michigan-Strategic Planning Update
- Fall 2018 – Village of East Dundee, Illinois-Strategic Planning
- Spring 2018 - City of Fenton, Michigan-Strategic Planning
- Spring 2018 – City of Lowell, Michigan-Strategic Planning and Team Building
- Spring 2018 – Roscommon County, Michigan-Strategic Planning
- Spring 2018 – Lake County Sheriff’s Department, Illinois-Strategic Planning and Team Building
- Winter 2017 and Winter 2018 – Marquette County Housing Commission, Michigan-Strategic Planning
- Winter 2018 – City of Plymouth, Michigan-Strategic Planning and Team Building
- Winter 2018 - Summer 2017 Fall 2015 –Tarpon Springs Police Department, Florida-Strategic Planning and Team Building

- Spring 2017 – Delhi Township, Michigan-Strategic Planning
- Spring 2017 – Muskegon County, Michigan-Strategic Planning
- Winter 2017 – Delta Township Library, Michigan-Strategic Planning
- Fall 2016 -Hartland Township Hartland, Michigan-Strategic Planning and Team Building
- Fall 2016 – Hudsonville, Michigan-Strategic Planning
- Spring 2016 – Village of Algonquin Department of Public Works, Illinois-Strategic Planning
- Spring 2016 – Village of Plainfield, Illinois-Strategic Planning
- Spring 2016 -, Michigan Academy of Family Physicians Foundation-Strategic Planning
- Spring 2016 – City of Davison, Michigan-Strategic Planning
- Spring 2016 – Monroe County Library, Michigan-Strategic Planning
- Winter 2015 -, Michigan Association of Drain Commissioners-Strategic Planning
- Winter 2015 - Caledonia Township, Michigan-Strategic Planning
- Fall 2015 – Apple Canyon Property Owners Association, Illinois-Strategic Planning
- Summer 2015 - City of Marquette Housing Authority Marquette, Michigan-Strategic Planning
- Spring 2015 - Van Buren County Board, Michigan-Strategic Planning
- Spring 2015 - St. Louis County Police Department Missouri-Strategic Planning
- Fall 2014 Fall 2015 City of Saline, Michigan-Strategic Planning
- Fall 2014 Fall 2015 City of Fenton, Michigan-Strategic Planning and Team Building
- Summer 2014 Woodlands Library Cooperative-Strategic Planning
- Winter 2014 Engineering Enterprises Incorporated Chicago, Illinois-Strategic Planning
- Winter 2013 Dewitt Charter Township, Michigan-Strategic Planning
- Spring 2013 Van Buren County Board, Michigan-Strategic Planning
- Spring 2013 Kalamazoo County Board, Michigan-Strategic Planning
- Spring 2013 Clinton County Board, Michigan-Strategic Planning
- Summer 2013 Village of Plainfield, Illinois-Strategic Planning
- Summer 2013 City of O'Fallon, Illinois-Strategic Planning
- Fall 2013 County Road Association Self Insurance Fund, Michigan-Strategic Planning and Team Building
- Spring 2012 City of Fenton, Michigan-Strategic Planning
- Spring 2012, Michigan Chapter American Public Works Association-Strategic Planning
- Fall 2012 City of Grand Blanc, Michigan-Strategic Planning
- Fall 2012, Michigan Government Finance Officers Association-Strategic Planning
- Spring 2011 Cascade Charter Township, Michigan-Strategic Planning
- Spring 2011 City of Cedar Springs, Michigan-Strategic Planning
- Summer 2011 Village of Geneva, Illinois-Strategic Planning
- Fall 2011 Gaines Charter Township, Michigan-Strategic Planning
- Winter 2010 Spring 2015 Spring 2014-Grand Valley Metropolitan Council Grand Rapids, Michigan-Strategic Planning
- Spring 2010-Oakway Fire Consortium Birmingham, Michigan-Strategic Planning
- Summer 2010 Summer 2013-Michigan Municipal Treasurers Association-Strategic Planning
- Fall 2009-Barrington Area Council of Government Barrington, Illinois-Strategic Planning
- Fall 2009-Michigan Chapter of the American Public Works Association-Strategic Planning
- Fall 2009 Fall 2012-Village of Wauconda Police Department, Illinois-Strategic Planning and Team Building
- Summer 2009 – 2015 -Michigan Association of Municipal Clerks-Strategic Planning
- April 2009-City of Midland, Michigan-Strategic Planning
- Summer 2007-Homeland Security Region III Bay City, Michigan-Strategic Planning

- Summer 2007-Homeland Security Region I Lansing, Michigan-Strategic Planning
- Winter 2005 – City of Alma, Michigan-Strategic Planning
- Winter 2004 2005 2006 2009 – Summit Pointe Community Mental Health System Battle Creek, Michigan-Strategic Planning and Team Building
- Winter-Spring 2006-Alumni Association of Southern, Illinois University Carbondale, Illinois-Strategic Planning
- Winter 2006 – City of Maplewood Missouri-Strategic Planning
- Fall 2005 – Chamber of Commerce of Maplewood Missouri-Strategic Planning
- Fall 2005 –, Illinois Network of Child Care and Resource Referral Association Bloomington, Illinois-Strategic Planning and Team Building
- Spring 2004 – Big Brothers and Big sisters of Sangamon County Springfield, Illinois-Strategic Planning
- Spring-Summer 2000 – Winter 2004, Michigan Commission on Law Enforcement Standards Board Staff-Strategic Planning
- Winter 2002/Spring 2004 Strategic Planning and Team Building Development for Iroquois Memorial Hospital Watseka, Illinois-Strategic Planning and Team Building
- Fall 2000/2001 Cadillac Police Department Cadillac, Michigan-Strategic Planning
- Spring 2001 Council-Manager Planning Workshop City of Mt. Pleasant, Michigan-Strategic Planning
- Fall 2000 City of Sandusky Council-Manager Retreat-Strategic Planning
- Spring-Fall 2000/Fall 2001 Bay County Management Information System Bay County, Michigan-Strategic Planning
- Spring 2000 Iroquois Memorial Hospital Board Chicago, Illinois-Strategic Planning
- Spring 2000 Police Corps of Western, Illinois University Winter 2000 Southern, Illinois Law Enforcement Commission Strategic Direction for Officer Training Belleville, Illinois-Strategic Planning
- Winter 2000/Winter2001 Madison County Community Development “Continuum of Care 2000” – Homeless Strategy for Madison County, Illinois-Strategic Planning

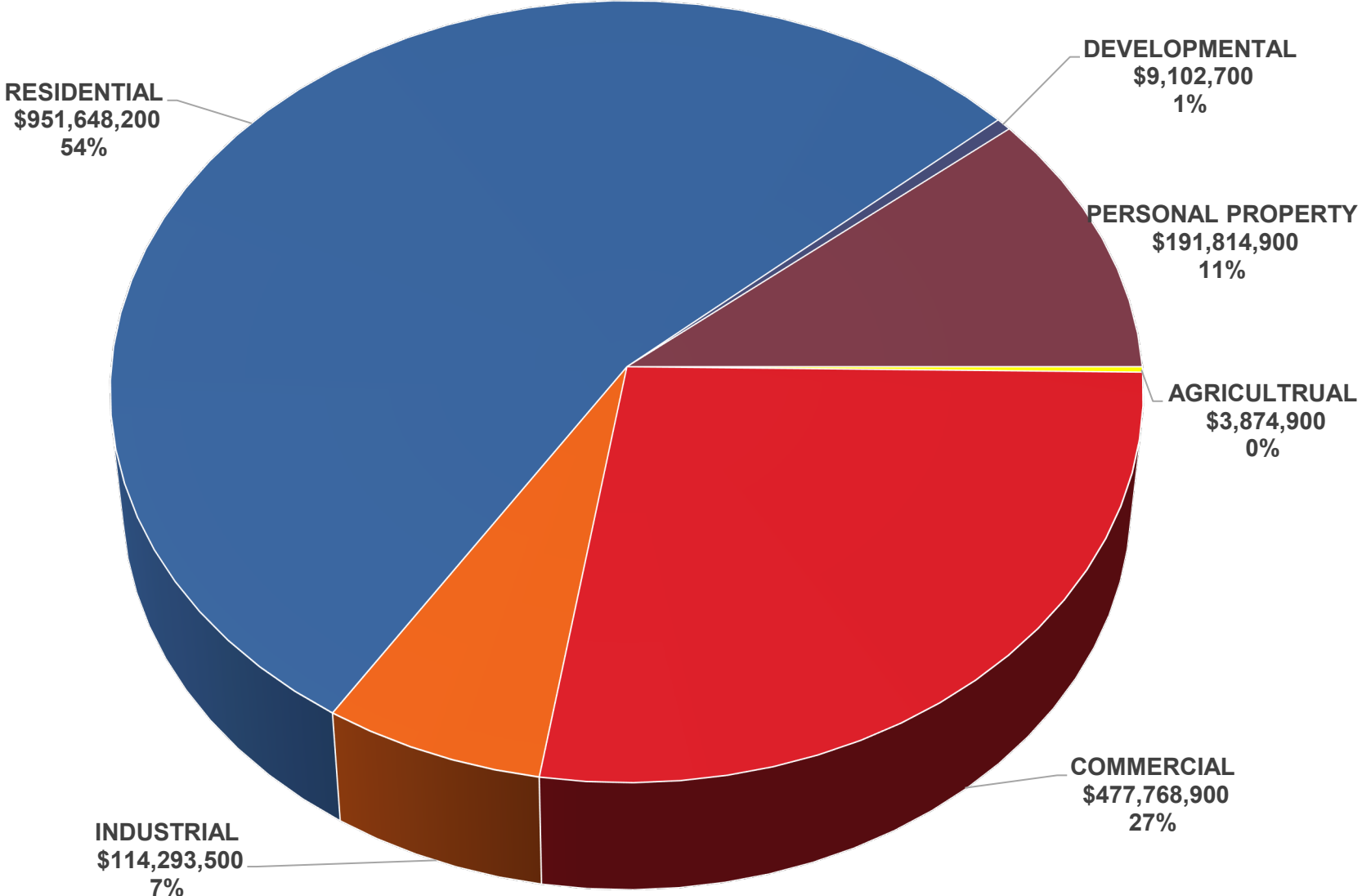
ASSESSING DEPARTMENT *2020: YEAR IN REVIEW*

DELTA TOWNSHIP ASSESSING DEPARTMENT

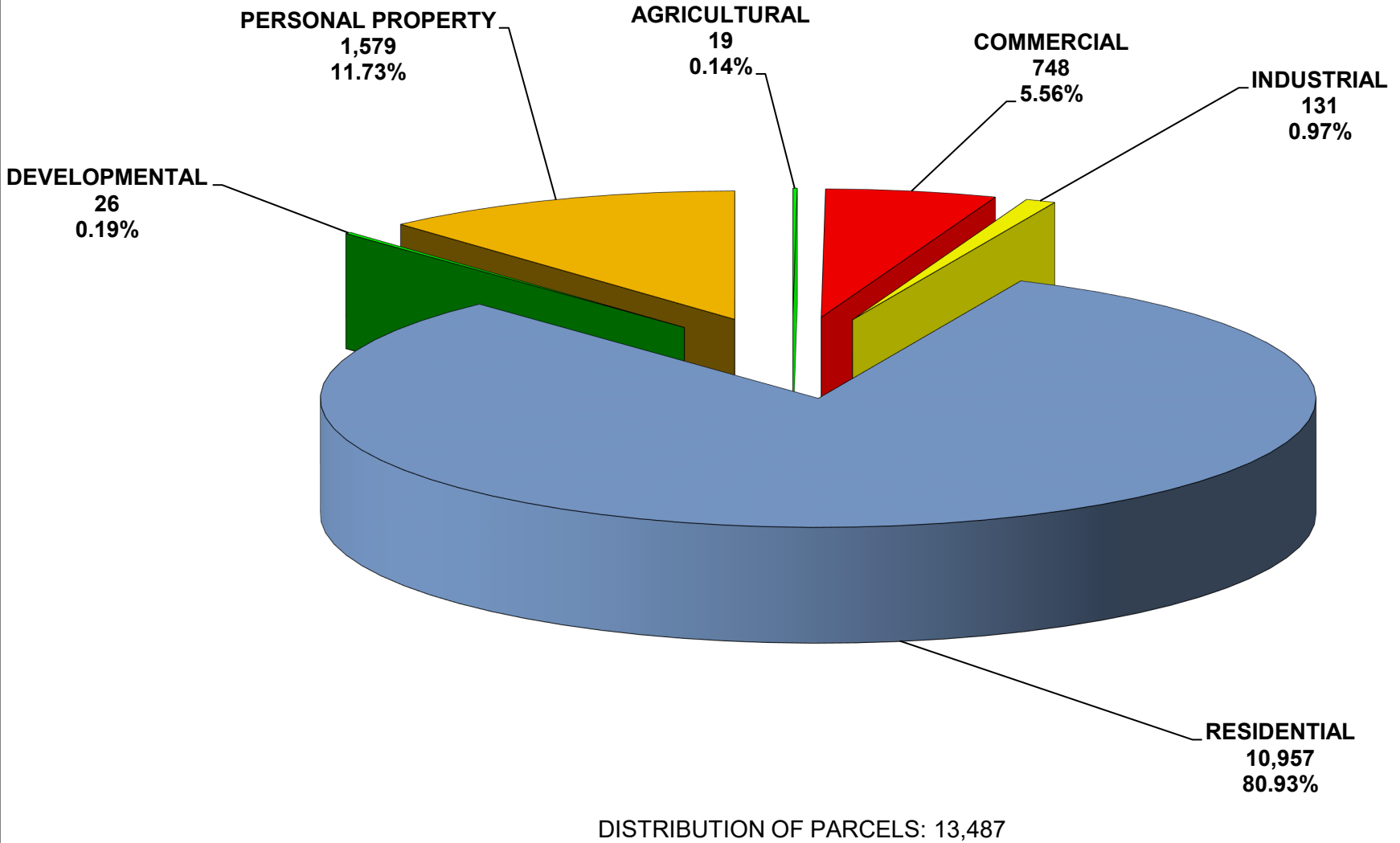
January 2021

[Back to Agenda](#)

2020 ASSESSED VALUE BY PROPERTY CLASS - \$1,748,503,100



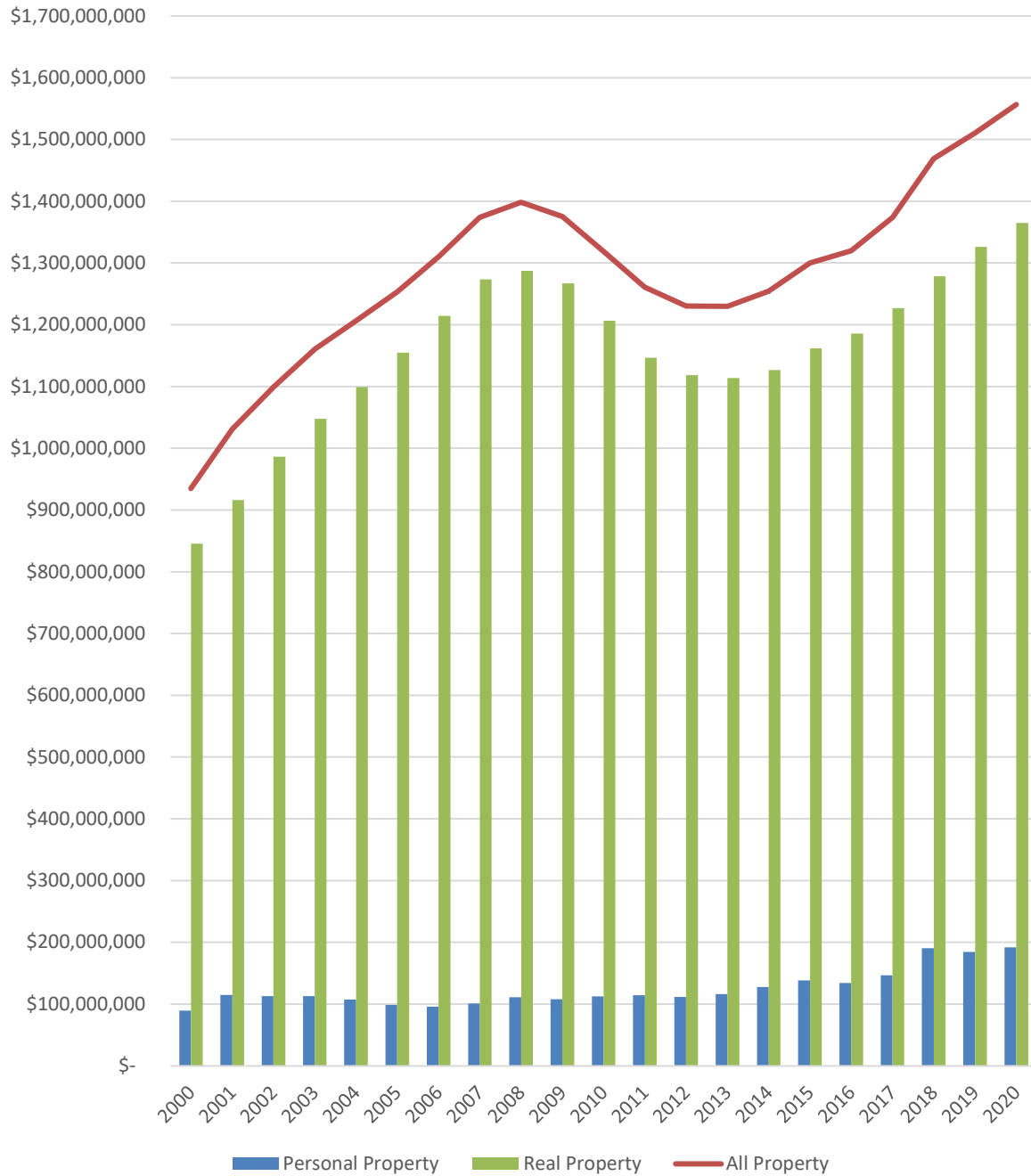
2020 PERCENTAGE OF PARCELS BY PROPERTY CLASSIFICATION



**TAXABLE VALUE COMPARISONS
FOR REAL AND PERSONAL PROPERTY**

	REAL PROPERTY		PERSONAL PROPERTY		ALL PROPERTY	
YEAR	TOTAL	% CHANGE	TOTAL	% CHANGE	TOTAL	% CHANGE
2020	\$1,364,760,750	2.91%	\$191,810,375	4.02%	\$1,556,571,125	3.04%
2019	\$1,326,208,068	3.74%	\$184,400,840	-3.19%	\$1,510,608,908	2.84%
2018	\$1,278,382,677	4.20%	\$190,470,907	29.75%	\$1,468,853,584	6.93%
2017	\$1,226,898,916	3.48%	\$146,799,629	9.44%	\$1,373,698,545	4.08%
2016	\$1,185,673,121	2.06%	\$134,131,100	-3.09%	\$1,319,804,221	1.51%
2015	\$1,161,726,230	3.12%	\$138,413,794	8.38%	\$1,300,140,024	3.66%
2014	\$1,126,570,381	1.16%	\$127,708,019	9.86%	\$1,254,278,400	1.98%
2013	\$1,113,637,231	-0.43%	\$116,247,887	4.14%	\$1,229,885,118	-0.02%
2012	\$1,118,446,937	-2.45%	\$111,628,534	-2.30%	\$1,230,075,471	-2.43%
2011	\$1,146,511,730	-4.96%	\$114,258,539	1.79%	\$1,260,770,269	-4.38%
2010	\$1,206,331,354	-4.80%	\$112,246,070	3.95%	\$1,318,577,424	-4.11%
2009	\$1,267,118,441	-1.56%	\$107,983,634	-2.77%	\$1,375,102,075	-1.66%
2008	\$1,287,246,565	1.09%	\$111,060,213	10.34%	\$1,398,306,778	1.77%
2007	\$1,273,353,690	4.86%	\$100,650,442	5.03%	\$1,374,004,132	4.87%
2006	\$1,214,303,890	5.16%	\$95,834,523	-2.56%	\$1,310,138,413	4.55%
2005	\$1,154,773,902	5.07%	\$98,353,621	-8.33%	\$1,253,127,523	3.88%
2004	\$1,099,066,768	4.90%	\$107,285,346	-4.97%	\$1,206,352,114	3.94%
2003	\$1,047,763,007	6.26%	\$112,897,247	0.01%	\$1,160,660,254	5.62%
2002	\$986,063,452	7.64%	\$112,886,334	-1.76%	\$1,098,949,786	6.59%
2001	\$916,070,789	8.36%	\$114,906,125	28.79%	\$1,030,976,914	10.31%
2000	\$845,383,885	7.52%	\$89,218,755	-11.24%	\$934,602,640	5.39%
1999	\$786,267,551	5.49%	\$100,521,700	5.66%	\$886,789,251	5.51%
1998	\$745,313,751	6.25%	\$95,140,100	6.93%	\$840,453,851	6.33%
1997	\$701,475,985	5.22%	\$88,975,700	8.63%	\$790,451,685	5.59%
1996	\$666,661,700	4.03%	\$81,908,150	-0.73%	\$748,569,850	3.49%
1995	\$640,805,400	1.81%	\$82,509,350	13.59%	\$723,314,750	3.03%
1993	\$604,216,600	6.57%	\$65,949,700	-7.01%	\$670,166,300	5.06%
1992	\$566,972,800		\$70,923,200		\$637,896,000	

Taxable Value



**CHARTER TOWNSHIP OF DELTA
TOP TWENTY TAXABLE VALUES FOR 2020**

RANK*	TAXPAYER	TAXABLE VALUE	ASSESSED VALUE
1	MEIJER INC	\$120,611,395	\$121,312,300
2	AUTO OWNERS INSURANCE CO	\$67,097,363	\$72,006,900
3	ASHLEY DELTA LLC	\$18,971,579	\$19,031,100
4	CONSUMERS ENERGY COMPANY	\$18,008,375	\$18,027,400
5	LIQUID WEB INC	\$14,482,400	\$14,482,400
6	MCALLISTER RENTALS	\$11,942,900	\$11,942,900
7	LANSING MALL LLC	\$10,351,352	\$10,357,300
8	NORPLAS INDUSTRIES INC	\$10,239,200	\$10,239,200
9	FARM BUREAU LIFE INSURANCE CO	\$8,772,935	\$8,878,900
10	DELTA 17 A LLC	\$8,524,301	\$8,564,800
11	GENERAL MOTOTRS LLC	\$8,450,440	\$8,621,900
12	PLUMTREE APARTMENT ASSOCIATES LLC	\$7,315,107	\$7,671,700
13	LEGACY FIVE LLC	\$7,113,563	\$8,757,900
14	BRIXMOR GA DELTA CENTER (MI) LLC	\$6,672,200	\$6,672,200
15	TEG RUNAWAY BAY LLC	\$6,551,785	\$7,714,800
16	OCCIDENTAL DEVELOPMENT LTD	\$6,531,734	\$8,751,400
17	SAGINAW ROAD INVESTMENTS LLC	\$6,436,100	\$6,436,100
18	TARBERT PROPERTIES LLC	\$5,587,627	\$5,614,000
19	WAL-MART REAL ESTATE BUSINESS TRUST	\$4,974,700	\$4,974,700
20	UNITED RENTALS N AMERICA	\$4,867,100	\$4,867,100

*Rank by Taxable Value (Ad Val + Special Acts)

Delta Township Values Compared to Eaton County – 2020

Class	Delta Township AV	Eaton County AV	Percent of County Total
Commercial	\$477,768,900	\$738,828,674	64.7%
Industrial	\$114,293,500	\$252,760,735	45.2%
Residential	\$951,648,200	\$2,935,376,569	32.4%
Developmental	\$9,102,700	\$9,102,700	100%
Agricultural	\$3,874,900	\$484,062,819	.80%
Personal Property	\$191,814,900	\$325,199,561	58.9%

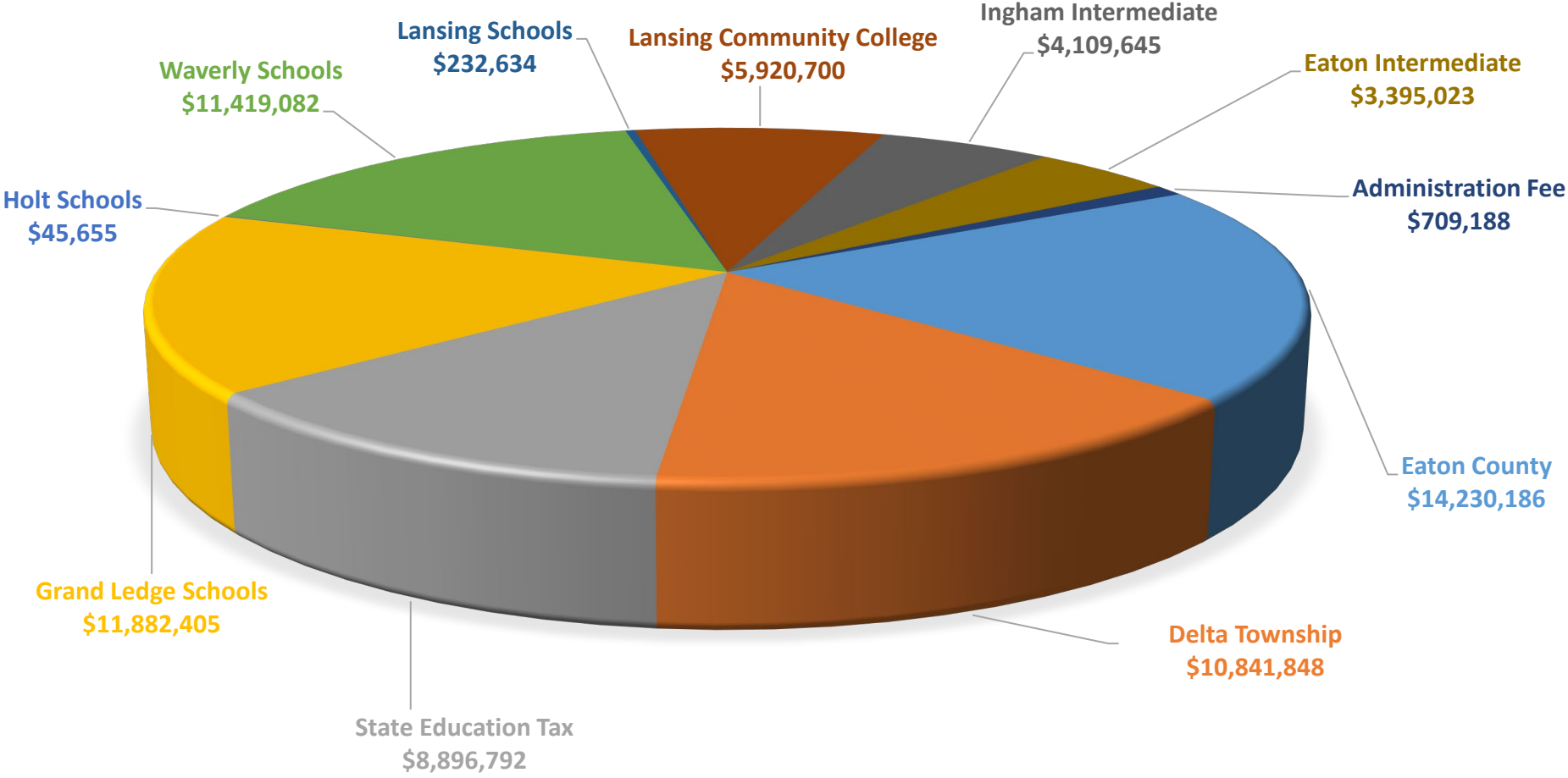
2020 Tax Dollar Distribution

From Warrant/Settlement Report

□ Grand Ledge Schools:	\$ 11,882,405	□ Eaton County Operating:	\$ 8,164,853
□ Waverly Schools:	\$ 11,419,082	□ Eaton County Juvenile:	\$ 547,835
□ Lansing Schools:	\$ 232,634	□ Eaton County 911:	\$ 1,487,164
□ Holt Schools:	\$ 45,655	□ Eaton County Jail:	\$ 1,095,848
□ Lansing Com College:	\$ 5,920,700	□ Eaton County Roads:	\$ 2,347,710
□ Eaton ISD:	\$ 3,395,023	□ Eaton Co. ETRAN:	\$ 391,255
□ Ingham ISD:	\$ 4,109,645	□ Eaton Co. Med Car:	\$ 195,520
□ State Education Tax:	\$ 8,896,792	□ Delta Twp Operating:	\$ 7,723,951
		□ Delta Library:	\$ 1,567,104
		□ Paramedic/Fire:	\$ 1,550,792
		□ Admin Fee:	\$ 709,188

Total Without Special Assessments: \$ 71,683,157

2020 Taxing Authority Tax Dollar Distribution



Total Tax Collected: \$71,683,157

2020 Tax Collection by Millage

Taxing Authorities	Millage Rates	2020 Tax Collected
State Education Tax	6.00000	\$8,896,792
Eaton County Operating	5.20960	\$8,164,853
Eaton County 911	0.94900	\$1,487,164
Eaton County EATRAN	0.24970	\$391,255
Eaton County Jail	0.69930	\$1,095,848
Eaton County Juvenile Program	0.34960	\$547,835
Eaton County Medical Care	0.12480	\$195,520
Eaton County Roads	1.49850	\$2,347,710
Delta Township Operating	4.92870	\$7,723,951
Delta Township Paramedic	0.98960	\$1,550,792
Delta Township Library	1.00000	\$1,567,104

2020 Tax Collection by Millage (continued)

Waverly Schools Operating	13.81820	\$4,061,765
Waverly Schools Supplemental Millage	4.17640	\$2,654,285
Waverly Schools Debt	6.40000	\$4,067,518
Waverly Schools Sinking Fund	1.00000	\$635,514
Holt Schools Operating	18.00000	\$8,823
Holt Schools Debt	10.00000	\$36,832
Grand Ledge Schools Operating	18.00000	\$6,080,087
Grand Ledge Building & Site	0.79440	\$717,950
Grand Ledge School Debt	5.63000	\$5,084,368
Lansing School Operating	17.52140	\$45,851
Lansing School Debt	4.60000	\$113,309
Lansing School Sinking Fund	2.98290	\$73,474

2020 Tax Collection by Millage (continued)

Ingham Intermediate School Operating	0.19980	\$132,613
Ingham Intermediate School Special Education	4.74610	\$3,150,843
Ingham Intermediate Vocational Education	1.29250	\$826,189
Eaton Intermediate School District Operating	1.78600	\$161,283
Eaton Intermediate School District Special Education	2.68500	\$2,425,540
Eaton Intermediate School District Vocational Education	0.89480	\$808,200
Lansing Community College	3.77770	\$5,920,700
Total Taxes Paid		\$70,973,969
Administration Fee		\$709,188
Total		\$71,683,157
Drains		\$1,219,489
Special Assessments (Street Lights)		\$654,440
Grand Total		\$73,557,086

Assessing Department Activities

Total Properties Inspected: **2,049**

Building Permits: **515** *Inspections [new homes, additions, build-outs, remodels, etc.]
80 *Inspections of partially completed permits from prior year

Board of Review: **9** Scheduled Appointments

Personal Property Canvass: **40** added, 60 removed

Deeds & Ownership Transfers

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
• Various Deeds Processed:	1167	1099	1151	1102	1051	992
• Warranty Deeds Processed:	701	708	736	729	713	725

Residential Property Sales*

• Sales Used In Study	381	423	458	431	485	363
• Average Sale Price	\$155,282	\$162,500	\$175,284	\$168,411	\$190,223	\$198,617

*From Eaton County 2020 Residential Study

Average Sale Price

- 2020 Calendar Year Sales (1/1/2020 to 12/31/2020)
- Residential Improved and Residential Condo

- ▶ Grand Ledge School District
 - 278 Sales
 - \$245,830 Average Sale Price
- ▶ Waverly School District
 - 258 Sales
 - \$184,208 Average Sale Price

- ▶ Holt School District
 - 1 Sales
 - \$65,000 Average Sale Price
- ▶ Lansing School District
 - 18 Sales
 - \$331,258 Average Price

Michigan Tax Tribunal Cases

Delta Township

4 Cases Settled in 2020

12 Cases Currently Pending

Significant Cases

- ▶ Walmart
- ▶ 4125 W St. Joe

Internet Services – Online Lookups

2020 Property and Land Data Hits: **53,442**

2019 Property and Land Data Hits: **54,260**

2018 Property and Land Data Hits: **61,327**

2017 Property and Land Data Hits: **48,382**

2016 Property and Land Data Hits: **48,555**

2015 Property and Land Data Hits: **48,987**

Personal Property – Form 5076

- ▶ The Affidavit to Claim Small Business Tax Exemption (form 5076) provides an exemption from personal property for commercial/ industrial entities with a true cash value of less than \$80,000. The number of annual forms received:

- ▶ 2014 – 771
- ▶ 2015 – 729
- ▶ 2016 – 687
- ▶ 2017 – 866
- ▶ 2018 – 813
- ▶ 2019 – 663*
- ▶ 2020 – 736

(61.67 % of total accounts)

* These account no longer need to file again to receive exemption.

Small Tax Payer Exemption

What Does it Cost?

- ▶ This provides a tax exemption for eligible personal property classed as industrial or commercial with a true cash value of less than \$80,000.
- ▶ In 2020, Delta had **736** parcels that qualified.
- ▶ The assumed average is \$25,000 taxable value for each lost parcel.
- ▶ The total loss to the Township is **\$127,296.72**

Total Taxable Value Assumption	\$	18,400,000	Taxpayers Lost for 2020
Taxing Authorities		Millage Rates	Taxes
Delta Township Operating Millage		4.9287	\$ 90,688.08
Delta Township Paramedic Millage		0.9896	\$ 18,208.64
Delta Township Library Millage		1.0000	\$ 18,400.00
Total		6.9183	\$ 127,296.72

Small Tax Payer Exemption

What Does it Cost?

- ▶ Delta had **736** exempt parcels in 2020.
- ▶ The total loss to all taxing authorities was **\$855,320.26**

Lost Revenue to All Taxing Authorities by School District			
Taxing Authorities	Exempt Parcels	Millage Rates	Taxes
Grand Ledge School District	325	41.9592	\$ 340,918.50
Waverly School District	401	50.238	\$ 503,635.95
Lansing School District	9	42.5133	\$ 9,565.49
Holt School District	1	48.0126	\$ 1,200.32
Total	736		\$ 855,320.26

Eligible Manufacturing Personal Property Exemption and Essential Services Assessment

- ▶ **EMPP:** Qualified new eligible manufacturing personal property and qualified previously existing personal property is exempt from local property taxes.
- ▶ **ESA:** A special tax on eligible manufacturing personal property. Levied by the State of Michigan and paid directly to the Treasury.
- ▶ In 2020, Delta had **27** parcels that filed.
- ▶ The total loss to the Township is **\$380,506.50**

2019 Taxable Value	\$	55,000,000		
Taxing Authorities		Millage Rates	Taxes Paid	Percent
Delta Township Operating Millage		4.9287	\$ 271,078.50	71.24%
Delta Township Paramedic Millage		0.9896	\$ 54,428.00	14.30%
Delta Township Library Millage		1.0000	\$ 55,000.00	14.45%
Total Revenue Loss		6.9183	\$ 380,506.50	100.00%

Eligible Manufacturing Personal Property Exemption and Essential Services Assessment

- ▶ Delta had **27** EMPP/ESA eligible parcels in 2020
- ▶ The total loss to all taxing authorities was **\$2,082,961.03**

Lost Revenue to All Taxing Authorities by School District				
Taxing Authorities	Exempt Parcels	Total Taxable Value	Millage Rates	Taxes
Grand Ledge School District	7	3,130,000	30.1200	\$ 94,275.60
Waverly School District	20	51,870,000	38.3398	\$ 1,988,685.43
Total	27	55,000,000		\$ 2,082,961.03

The Disabled Veteran's Exemption

- ❖ An exemption from property taxes is available to qualified disabled veterans or their unmarried, surviving spouse who claims the home as their homestead.

Requirements:

- ❖ Has been determined by the United States Department of Veterans' affairs to be permanently and totally disabled as a result of military service and entitled to veterans benefits at the 100% rate.
- ❖ Has a certificate from the United States Veterans' administration, or its successors, certifying that he or she is receiving or has received pecuniary assistance due to disability for specially adapt housing
- ❖ Has been rated by the United States Department of Veterans' affairs as individually unemployable.
- ❖ The disabled veteran or the surviving spouse must be a Michigan resident.
- ❖ The Act requires an Affidavit be filed annually, along with qualifying proof from the Department of Veteran Affairs.
- ❖ Disabled veteran exemptions are granted only by the Board of Review.
- ❖ In 2020, Delta had 76 parcels that qualified.
- ❖ Increase of 7 exemptions from 2019

The Disabled Veteran's Exemption

- ▶ An exemption from property taxes available to qualified disabled veterans or their un-remarried surviving spouse who claims the property as their homestead.
- ▶ In 2020, Delta had **76** parcels that qualified
- ▶ The total tax loss to the Township is **\$46,583.72**

Taxable Value	6,733,405	Taxpayers Lost for 2020	76
Taxing Authorities	Millage Rates	Taxes Paid	Percent
Delta Township Operating Millage	4.9287	\$ 33,186.93	71.24%
Delta Township Paramedic Millage	0.9896	\$ 6,663.38	14.30%
Delta Township Library Millage	1.0000	\$ 6,733.41	14.45%
Total	6.9183	\$ 46,583.72	100%

The Disabled Veteran's Exemption

- ▶ Delta had **76** parcels that qualified in 2020.
- ▶ The total tax loss for all taxing authorities was **\$264,041.90**

Lost Revenue to All Taxing Authorities by School District				
Taxing Authorities	Exempt Parcels	Total Taxable Value	Millage Rates	Taxes
Grand Ledge School District	41	3,777,703	35.9592	\$ 135,843.18
Waverly School District	34	2,833,782	43.5914	\$ 123,528.52
Lansing School District	1	121,920	38.3054	\$ 4,670.19
Total	76	6,733,405		\$ 264,041.90

New Single-Family Homes in Delta

- ▶ 36 new single-family homes for 2020
 - 14 Ranch
 - 16 Two-Story
 - 4 Condos
 - 2 Custom Built



Examples of New Single-Family Homes in Delta Township



Preliminary 2021 Information

➤ Assessed Value:

- Residential + 6.1%
- Commercial + 1.09%
- Industrial + 3.9%

➤ Taxable Value: +3.1% (+/-)

➤ Inflation Rate Multiplier:

- 2021 CPI 1.014 or +1.4%
- 2020 CPI 1.019 or +1.9%
- 2019 CPI 1.024 or +2.4%
- 2018 CPI 1.021 or +2.1%
- 2017 CPI 1.009 or +0.9%
- 2016 CPI 1.003 or +0.3%

2021 Assessment Notices

Delta Township Change of Assessment Notices:

- Mailed on or around February 14th
- Taxpayers to receive notices 14 days prior to the Board of Review

2021 Board of Review

Appeal sessions are by appointment only, scheduled in 15-minute increments

[Delta Township Board of Review](#)

Organizational Meeting (no appeals): Tuesday, March 2nd at 8am

Appeal Sessions: Monday, March 8th from 9am – 5pm
Tuesday, March 9th from 1pm– 9pm

Building Department 2020 Year End Report



[Back to Agenda](#)

PRINCIPLE RESPONSIBILITIES OF THE BUILDING DEPARTMENT

- Oversight and approval of pre-construction plan review documents
- Manages the permitting process for all property types, including residential, commercial, and industrial
- Development and distribution of all permit type applications
- Administration of all building and related trades, permit activity – inclusive of consultation, review, and on-site inspections.
- Site-Inspections for compliance for all permit activity – inclusive of several inspections during a typical construction process
- Site-Inspections for all code enforcement activity – inclusive of an initial inspection to cite a violation, and a follow-up visit to validate compliance.
- Administration of the follow up on expired permits
- Administration of a wide variety of Township ordinances including, signs, noise, blight, rental registration, rental inspection, sidewalk installation, and sewer
- Assist architects, engineers, code officials, and homeowners with construction related questions
- Prepares and distributes brochures and other public information on permit requirements

BUILDING DEPARTMENT STAFF

- **Office Support**

- Kelsey Smith - Administrative Assistant (2017)

- **Inspectors:**

- Matt Leach - Building Inspector (2003)
- Nate Foltz - Plumbing/Mechanical Inspector (2014)
- David Williams - Electrical Inspector (1994)

- **Code Enforcement Staff**

- Kelly Figueiredo - Code Enforcement Officer (1995)
- Rick Kinsman - Code Enforcement/Elect Inspector (2006)

- **Building Department Director**

- Ted Droste

ALL PERMITS ISSUED BY TYPE – 2,167

2017- 3079 2016- 2591
 2019- 2544 2018- 2779

All Permits Issued by Type												Source
Permits by Month & Type												
2020												
Permit Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Building	24	18	18	3	30	34	37	16	37	31	21	22
Electrical	42	37	34	6	28	37	56	56	50	57	38	39
Mechanical	53	55	55	11	37	78	120	75	66	79	56	66
Plumbing	26	20	33	5	15	32	31	24	32	36	29	25
Sewer	3	1	4	1	2	7	2	7	6	9	4	1
Sign*	7	5	1	1	1	4	8	5	6	8	2	4
Sidewalk	1	1	1	0	0	1	2	3	1	4	1	1
Tent												
Roof	7	12	33	12	18	19	25	24	26	27	13	5
	163	149	179	39	131	213	281	210	224	251	164	163
Food Trucks	0	0	0	0		1			0	0	0	0

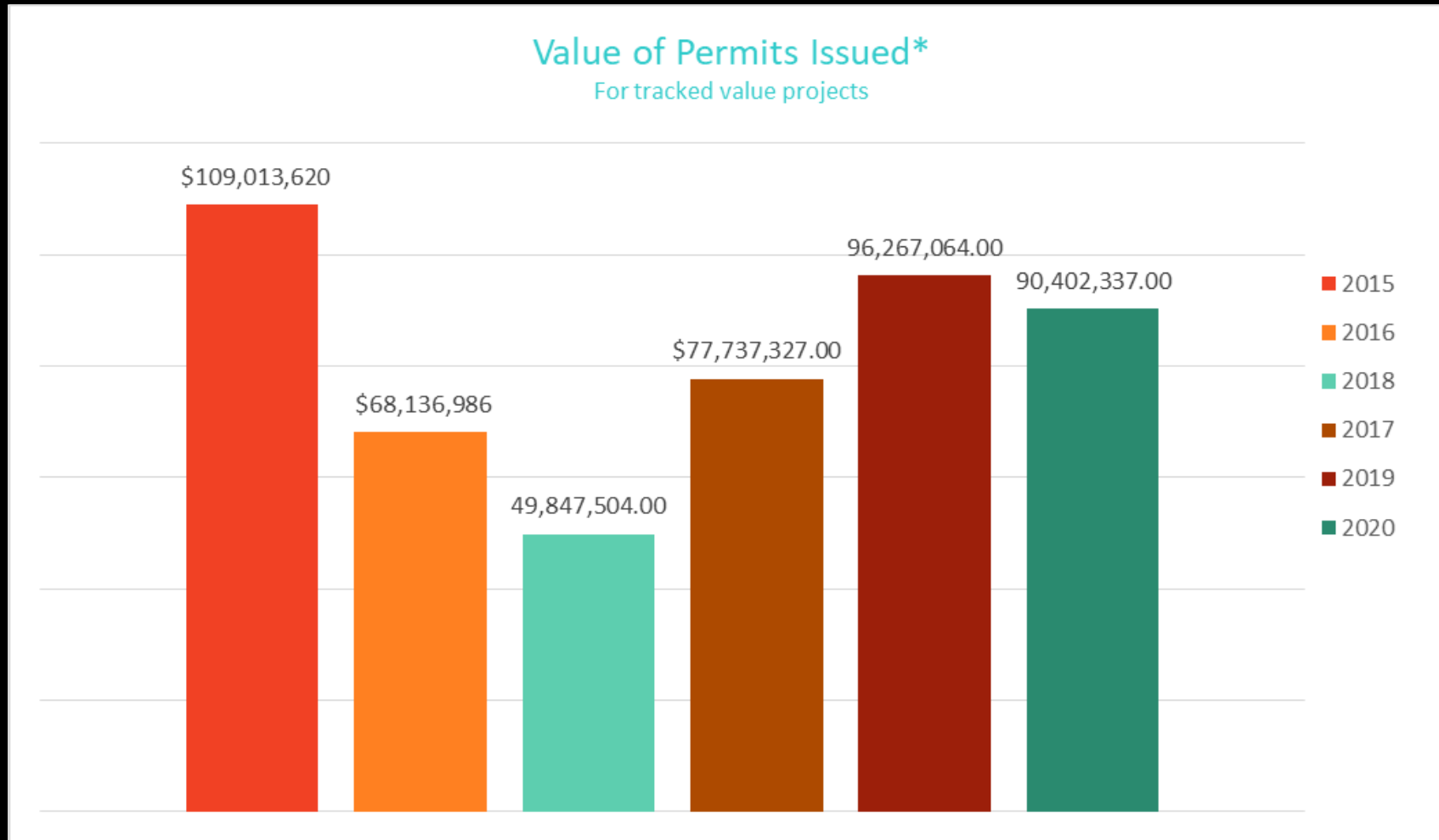
2020 Building Permits by TYPE of Construction

monthly reports - building permits issued		
Type	Number of Permits Issued	Value of Permits Issued
Basement Remodel	65	724,551.00
Commercial Addition/ Remodel	41	15,728,331.00
Condominiums	2	425,000.00
Decks*	50	0.00
Demo's*	4	0.00
Fences*	3	0.00
Garages/Pole Barns	19	572,737.00
Industrial Additions/Remodel	0	0.00
Multi- Family	0	0.00
New Commercial	5	60,995,000.00
New Industrial	0	0.00
Other	0	0.00
Premanufacture Home*	0	0.00
Premanufacture Steel*	0	0.00
Reroof Permits*	221	174,733.00
Residential Remodel	59	1,881,335.00
New Homes	34	9,900,650.00
Pools*	7	0.00
Total	510	90,402,337.00

*construction valued not entered for most permits

BUILDING PERMITS BY CONSTRUCTION TYPE

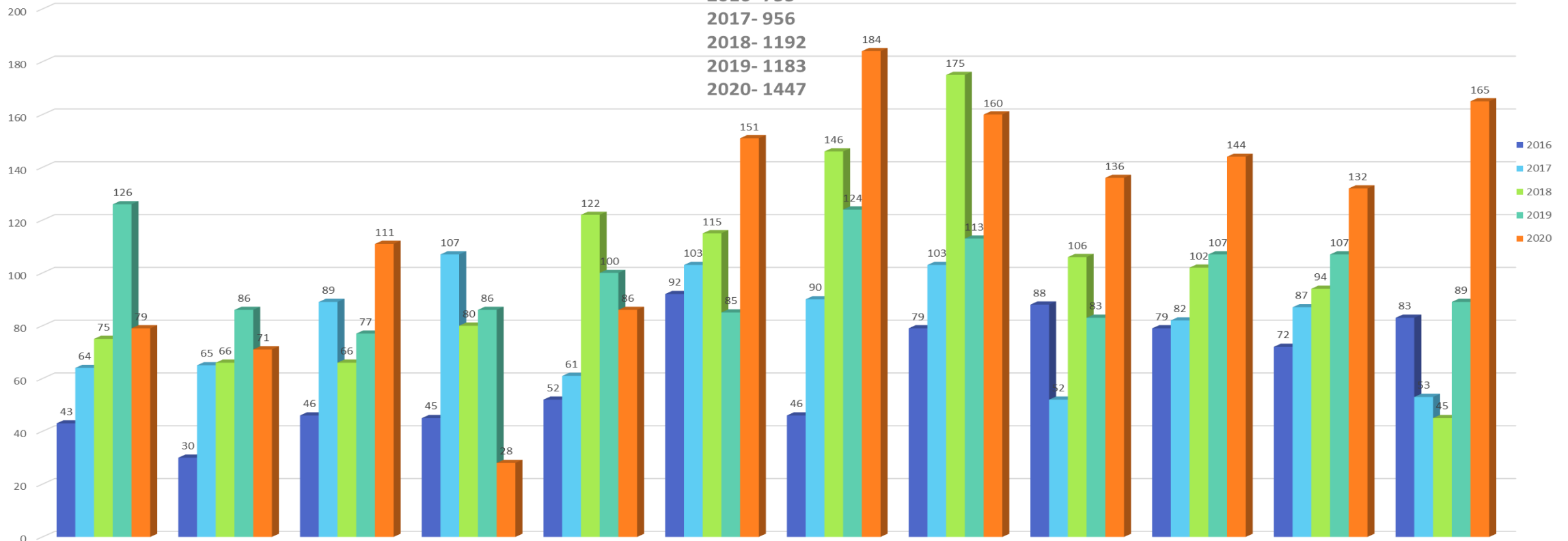
BUILDING PERMIT VALUES OF CONSTRUCTION YEARLY COMPARISON



ONLINE REQUESTS FOR PERMITS

Permit Applications Submitted Online

2016- 755
2017- 956
2018- 1192
2019- 1183
2020- 1447



ANNUAL FEES COLLECTED FOR PERMITS

	2015	2016	2017	2018	2019	2020
Building	\$ 663,991	\$ 430,196	\$421,483	\$383,720	\$ 757,496	\$ 327,067
Electrical	\$ 136,719	\$ 160,234	\$214,634	\$124,889	\$ 163,886	\$ 101,007
Mechanical	\$ 104,435	\$ 116,151	\$127,572	\$132,332	\$ 129,996	\$ 105,124
Plumbing	\$ 51,145	\$ 62,261	\$ 83,835	\$ 81,515	\$ 54,605	\$ 44,055
Sewer	\$ 5,805	\$ 8,035	\$ 7,290	\$ 5,510	\$ 5,765	\$ 5,610
Sign	\$ 4,000	\$ 4,650	\$ 5,065	\$ 4,795	\$ 3,870	\$ 3,770
Total	\$ 966,095	\$ 781,527	\$ 859,879	\$ 732,761	\$ 1,115,618	\$ 586,633

COMPARISON OF TRADE INSPECTIONS COMPLETED

Inspector	2020 Totals	2019 Total	2018 Total
Building - Matt	1064	1363	1499
Electrical - Dave	815	1097	1326
Mech/Plumb - Nate	1267	1615	1668
Rick	736	648	787
Kelly	507	449	491
Wayne	0	284	0
	4389	5172	5771

EXAMPLES OF NEW PROJECTS



ADDITIONAL DEPARTMENTAL DUTIES

- > Rental Program
- > Blight Enforcement
- > Sign Ordinance

RENTAL PROGRAM

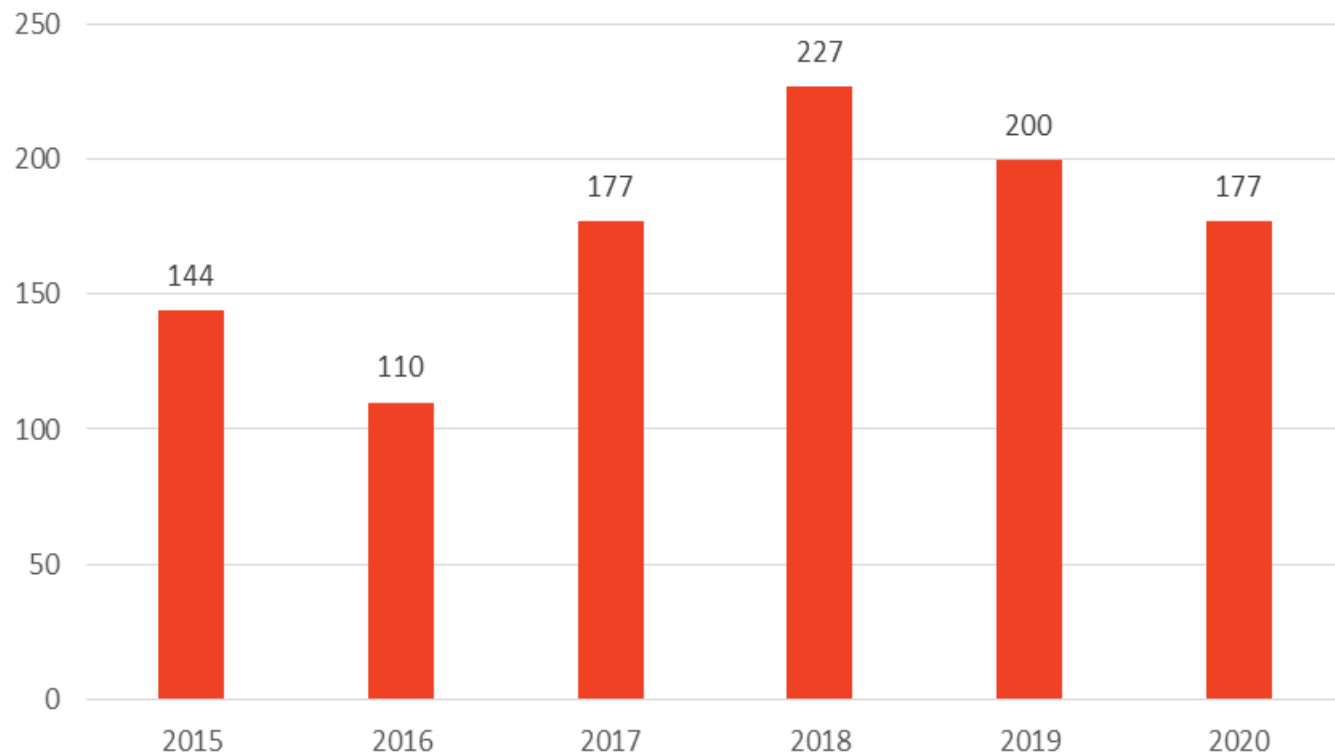
Rental Units in Program

2020	6,650
2019	6,671
2018	6,708
2017	6,534
2016	6,550
2015	6,728

Includes: Apartments, single family homes, duplexes and hotels

ENFORCEMENTS – MAGISTRATE HEARINGS

Enforcements Per Year

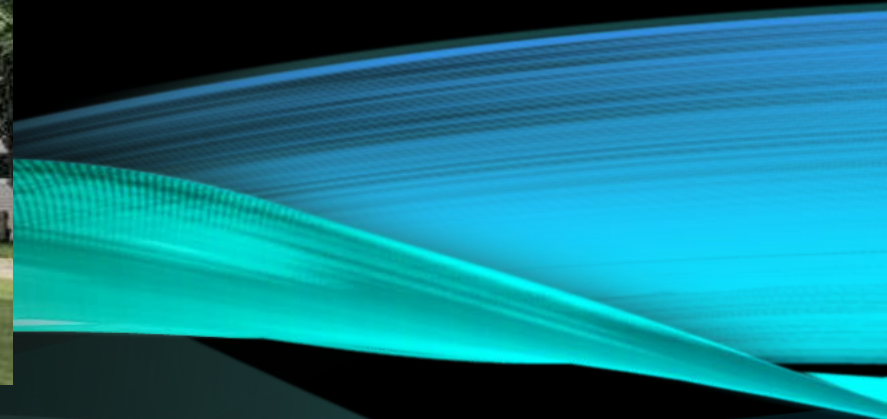


9 Hearings Schedule in late 2020

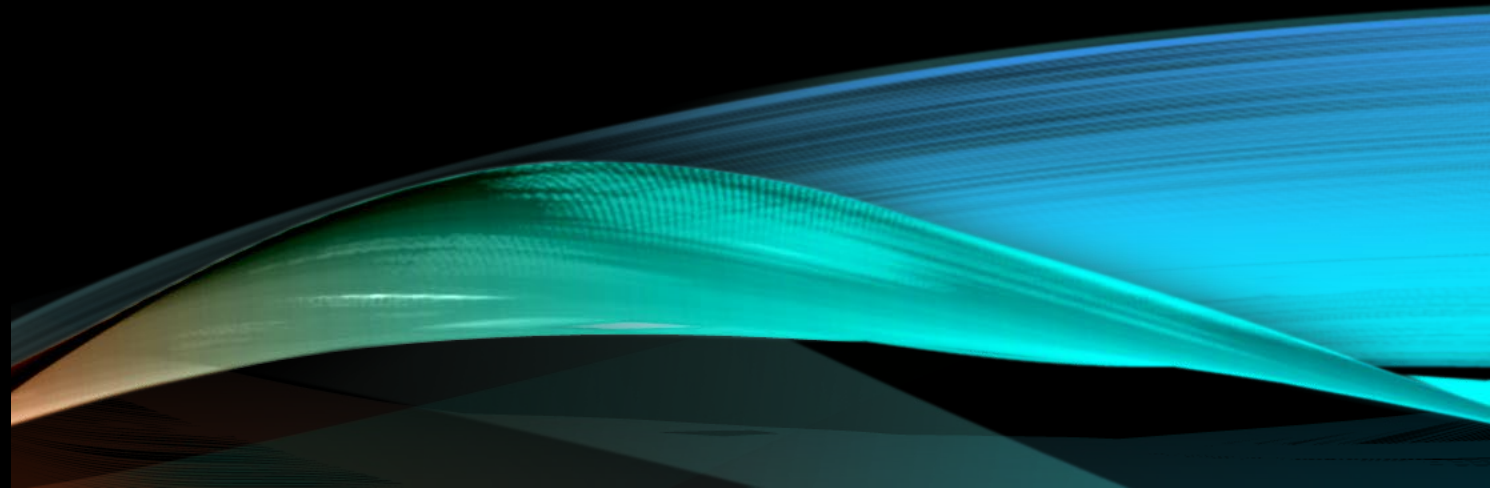
- * 8 Rulings in favor of Township
- * 1 Property Owners complied before hearing
- * No hearings were scheduled in early 2020; Tickets simply waited in que.
- * The majority of the complaints are for inoperable cars, and general blight



CODE ENFORCEMENT BLIGHT INSPECTIONS BEFORE & AFTER

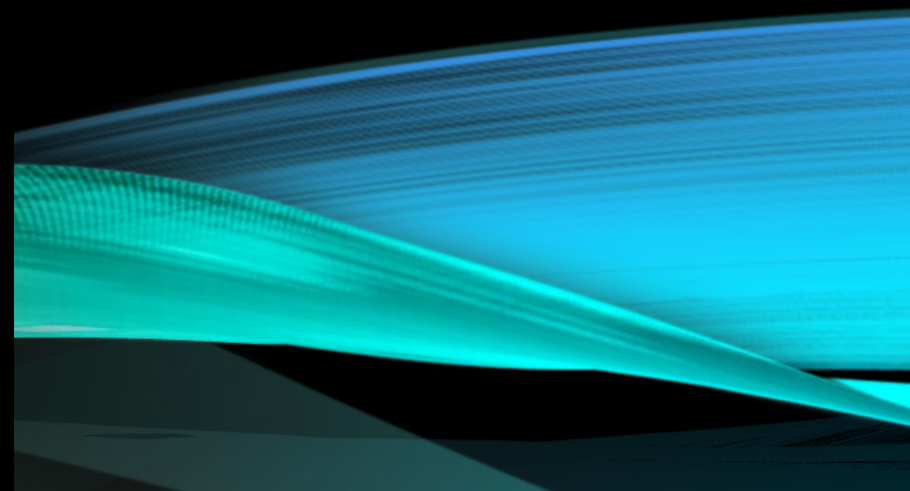


CODE ENFORCEMENT BLIGHT INSPECTIONS BEFORE & AFTER





CODE ENFORCEMENT BLIGHT INSPECTIONS BEFORE AND AFTER

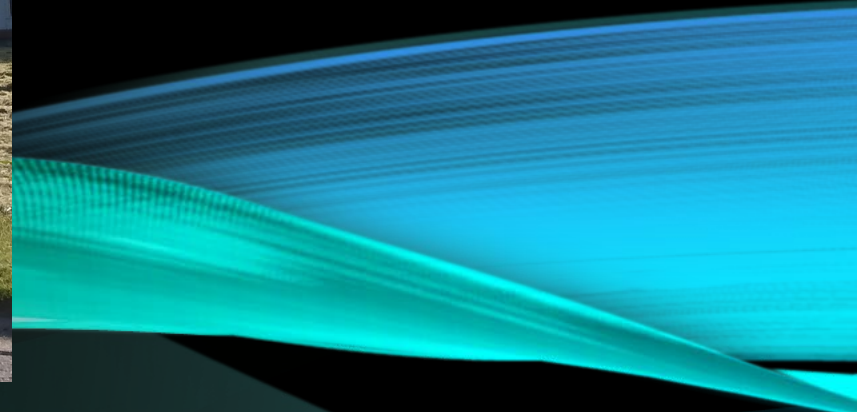




NOXIOUS WEED COMPLAINTS & COMPLIANCE

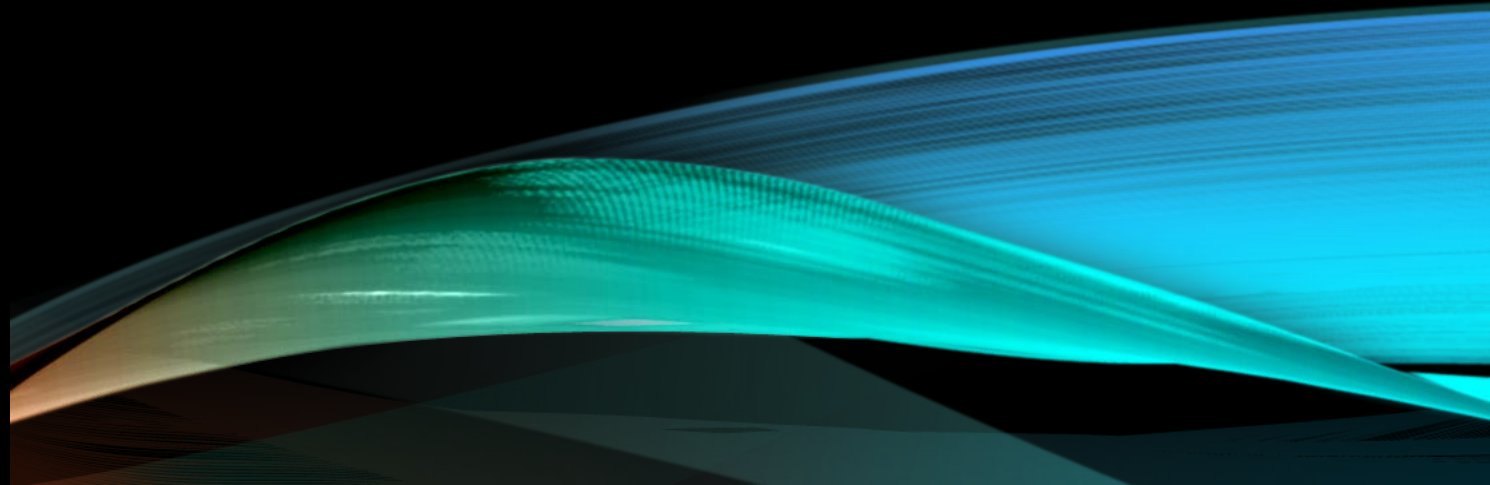


2020 - 98 Site Visits





NOXIOUS WEED COMPLAINTS & COMPLIANCE



Supervisor Kenneth R. Fletcher
Clerk Mary R. Clark
Treasurer Dennis R. Fedewa
Manager Brian T. Reed



Trustee Elizabeth S. Bowen
Trustee Fonda J. Brewer
Trustee Andrea M. Cascarilla
Trustee Karen J. Mojica

Assessing Department

(517) 323-8520

MEMO

TO: Supervisor Kenneth R. Fletcher and Delta Township Board

FROM: Ted Droste, Assessor

DATE: January 19, 2021

SUBJECT: Annual Report of IFT Compliance

On the following pages are the collective information regarding our audit of each business within Delta Township that currently has an active IFT. The purpose of this audit is to determine compliance with the original agreement regarding the capital investment, and the number of jobs created or retained due to this investment.

The attached report highlights that each business has made the promised capital investment, and most of them have been able to create or retain the number of jobs they estimated before the project began. Keep in mind, the job creation number is a snapshot in time, and fluctuates based on the demand of the industry they supply.

Supervisor Kenneth R. Fletcher
Clerk Mary R. Clark
Treasurer Dennis R. Fedewa
Manager Brian T. Reed



Trustee Elizabeth S. Bowen
Trustee Fonda J. Brewer
Trustee Andrea M. Cascarilla
Trustee Karen J. Mojica

Assessing Department

(517) 323-8520

To: Brian Reed, Township Manager
From: Ted L Droste, Assessor
Date: October 7, 2020
RE: Annual Industrial Facilities Compliance Report

The attached report contains all businesses that have an active tax abatement within the Township. We have audited each business for the number of jobs created as a result of the project related to their IFT and have received an affidavit from each Company. As you are aware, each Tax Abatement application includes language that states [similarly].

Upon completion of construction of the initial project and annually thereafter, the Township Manager may conduct a review of the Company to determine whether the employment goals set forth above have been met.

In the event the Township Manager's review discloses the Company has not reached or maintained its stated goal of engaging 73 full time employees in the Township, the Township Board will be advised and the Board may consider repeal or partial repeal of the tax abatement certificate. If the Township Board moves to conduct such a revocation proceeding, the Company will have an opportunity for a public hearing during which time the Township Board will consider variables which may have negatively affected the ability of the Company to meet the employment goals stated in this agreement. Such factors shall include poor conditions, the overall economy, a specifically poor sector of the economy, the economic condition of the Company's primary customers, or other unforeseen competitive factors which may have handicapped the Company's ability to fulfill its employment obligations to this IFT contract agreement. There may be other legitimate factors that may or may not be considered by the Township Board. Good faith efforts by the Company to fulfill employment requirements shall be taken into consideration by the Township Board.

To highlight, this spreadsheet shows the number of jobs each business stated they would create and/or retain as a result of this project, and the actual number of jobs created. Keep in mind the number of jobs reported is a snap-shot of the date they reported. In other words, the number of jobs fluctuate annually based on the supply and demand of the market. The spreadsheet also shows the estimated, versus actual, business investment.

Based on our 2020 audit, the spreadsheet shows these businesses have NOT created/retained the jobs their application stated they would:

- **Joseph T. Ryerson & Son** – they have created/retained 26 less jobs than anticipated [19 versus 45]
 - They stated COVID-19 and steel industry issues are why the employee count is down. 2019 audit showed they had 49 employees.
- **Norplas 2015** - they have created/retained 72 less jobs than anticipated [430 versus 502]
 - They stated the jobs were not met due to a change in customer program launch delays, reduced customer volumes, and COVID-19.
- **Munters** - they have created/retained 4 less jobs than anticipated [69 versus 73]
 - They stated COVID-19 has sales down 10-15%

Please let me know if you need any other information.

DELTA TOWNSHIP

INDUSTRIAL FACILITY REPORT FOR 2020 Tax Year

Certificate Number	Facility Name	Original Application # of jobs that this project will retain	Original Application # of jobs project is expected to create	2020 Reported Numbers: # of current jobs	2020 Reported Numbers: difference in # of original and current jobs	Original Application Total Investment	Actual Total Investment	Parcel Number	School District	Property Type	Year Budget	Expiration Date	2020 Taxable Value	Amount of 2020 Tax Abatement
2010-371	Douglas Steel Fabrication Corp	31	4	37	2	\$ 949,630	\$ 949,630	23-040-091-024-400-15	Waverly	PERSONAL	2011	2022	\$170,000	\$3,242.38
2010-082	Air Lift Company	70	20	99	9	\$ 563,245	\$ 564,000	23-040-091-025-133-11	Waverly	REAL	2011	2022	\$450,703	\$11,642.60
2010-082	Air Lift Company	70	20	99	9	\$ 150,000	\$ 150,000	23-040-091-025-133-15	Waverly	PERSONAL	2011	2022	\$16,900	\$322.33
2014-416	Air Lift Company	0	30	30	0	\$ 2,500,000	\$ 2,195,500	23-040-091-025-134-11	Waverly	REAL	2015	2027	\$979,462	\$25,301.56
2014-416	Air Lift Company	0	30	30	0	\$ 727,000	\$ 727,000	23-040-091-025-134-15	Waverly	PERSONAL	2015	2027	\$0	\$0.00
2019-002	Air Lift Company	180	20	201 ¹	1	\$ 2,700,000		23-040-091-025-135-11	Waverly	REAL	2020	2031	\$1,237,400	\$31,964.64
2008-510	Alliance Interiors	90	25	124 ²	9	\$ 2,500,000	\$ 2,365,537	23-040-091-025-155-15	Waverly	PERSONAL	2009	2020	\$71,100	\$1,356.08
2012-299	Alliance Interiors	95	20	124	9	\$ 1,850,823	\$ 1,344,617	23-040-091-025-156-15	Waverly	PERSONAL	2013	2025	\$112,100	\$2,138.07
2011-338	Woodbridge Ventures Inc.	162	84	269	23	\$ 2,392,103	\$ 2,631,313	23-040-091-026-127-15	Waverly	PERSONAL	2012	2024	\$0	\$0.00
2015-133	Woodbridge Lansing	214	43	269	12	\$ 5,972,000	\$ 5,972,000	23-040-091-026-130-15	Waverly	PERSONAL	2015	2027	\$0	\$0.00
2008-501	Joseph T. Ryerson & Son ³	15	30	19	(26)	\$ 3,528,459	\$ 3,528,459	23-040-091-026-132-11	Grand Ledge	REAL	2008	2020	\$556,041	\$13,351.88
2008-501	Joseph T. Ryerson & Son	15	30	19	(26)	\$ 1,818,006	\$ 1,818,006	23-040-091-026-132-15	Grand Ledge	PERSONAL	2008	2020	\$0	\$0.00
2008-501	Joseph T. Ryerson & Son	15	30	19	(26)	\$ 3,528,459	\$ 3,528,459	23-040-091-026-133-11	Waverly	REAL	2008	2020	\$627,041	\$16,197.79
2008-501	Joseph T. Ryerson & Son	15	30	19	(26)	\$ 1,818,006	\$ 1,818,006	23-040-091-026-133-15	Waverly	PERSONAL	2008	2020	\$0	\$0.00
2013-298	Norplas Industries Inc.	0	300	430	130	\$ 24,657,260	\$ 25,250,000	23-040-091-026-160-11	Waverly	REAL	2014	2026	\$7,414,500	\$191,532.11
2013-298	Norplas Industries Inc.	0	300	430	130	\$ 58,055,000	\$ 66,578,454	23-040-091-026-160-15	Waverly	PERSONAL	2015	2027	\$0	\$0.00
2015-176	Norplas Industries Inc.	310	192	430	(72)	\$ 7,125,000	\$ 5,981,000	23-040-091-026-165-11	Waverly	REAL	2016	2028	\$2,824,700	\$72,967.93
2006-039	Midwest Press	35	10	46	1	\$ 981,000	\$ 981,000	23-040-091-026-170-11	Waverly	REAL	2019	2030	\$320,700	\$8,284.35
2015-175	Munters Corporation	57	16	69 ⁴	(4)	\$ 3,850,000	\$ 3,570,000	23-040-091-028-230-11	Grand Ledge	REAL	2015	2023	\$2,243,771	\$53,878.33
2015-175	Munters Corporation	57	16	69	(4)	\$ 315,000	\$ 766,916	23-040-091-028-230-15	Grand Ledge	PERSONAL	2015	2023	\$0	\$0.00
2012-306	Capital Asphalt FKA-Superior	0	12	16	4	\$ 1,250,000	\$ 1,300,000	23-040-091-033-400-11	Grand Ledge	REAL	2013	2025	\$417,100	\$10,015.57
2012-306	Capital Asphalt FKA-Superior	0	12	16	4	\$ 3,250,000	\$ 2,267,660	23-040-091-033-400-15	Grand Ledge	PERSONAL	2013	2025	\$511,000	\$7,671.34
TOTAL						\$ 130,480,991	\$ 134,287,557						\$17,952,518	\$446,624.58

FABRICATORS & ERECTORS OF STRUCTURAL & MISCELLANEOUS STEEL

RECEIVED
JUN 17 2020
DELTA TOWNSHIP
ASSESSORS OFFICE

June 15, 2020

Delta Township
Attn: Assessing Department
7710 West Saginaw Highway
Lansing, MI 48917-9712

Re: Verification of IFT Compliance, Certificate 2010-371

To Whom it May Concern:

We are writing in response to your letter dated June 9, 2020, which we received on June 12, 2020. We have reviewed our payroll records and attest that the number of jobs at this facility for the stated period were as follows.

<u>Year Ended</u>	<u># of Jobs</u>
December 31, 2019	37

Per your request we have attached a listing of our employees as of December 31, 2019.

Sincerely,



Michael E. Harsch
President
mharsch@douglassteel.com



June 16, 2020

Jill Pawley
Delta Township Assessing Department
7710 W. Saginaw Highway
Lansing, MI 48917-9712

Dear Jill,

Please find this letter as Air Lift's response to your request for "Verification of IFT Compliance," pertaining to certificate's # 2010-082, 2014-416 and 2019-002. I am pleased to state that we have exceeded the number of jobs that we believed would be created associated with these certificates and the related expansions.

I am going to attempt to address each IFT individually this year given the age of some of the prior IFT's and the significant increases in employees from those points up until now.

IFT 2010-082 – In January 2010, Air Lift had 69 full time employees. In January 2014, when we received our next IFT exemption, we had 99 employees. Thus, we grew by 30 employees between the two IFT periods and have sustained these levels.

IFT 2014-416 - In January 2014, we had 99 employees. We committed to creating 30 more jobs. Air Lift has added and maintained the required new level of 129+ employees since 2015.

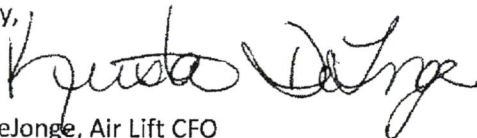
IFT 2014-416 - In January 2019 we had 180 employees. We committed to retaining 180 jobs and creating 20 jobs. As of today, we have 189 active employees and 12 open requisitions for new positions.

The impact of COVID-19 has drastically impacted Air Lift's business. Our sales in March, April and May were less than 50% of what they were for the preceding respective months. Our business is somewhat seasonal, with the Spring and Summer being stronger than the Fall and Winter months, given the nature of hauling and towing for recreational use, which our products are purchased for. We applied for a Payroll Protection Program loan under the CARES Act and were granted one in April 2020. This allowed us to continue paying our employees at 100% of their wage throughout the entire Pandemic period. We did not lay off one employee during this period and sales are starting to pick up again in June. So, while we have been able to maintain our employment base, we have not grown it over the last 90 days as we had expected, however we currently have 12 open requisitions to hire new positions.

I believe that this data supports that we delivered the number of new jobs we committed to create. If you have any questions, please do not hesitate to reach out.

Thank you for your continued commitment to supporting the growth of Company's like Air Lift within your township.

Sincerely,



Krista DeJonge, Air Lift CFO



Alliance
Interiors

4521 West Mount Hope Highway, Lansing, Michigan 48917 ♦ Phone: (517) 322-0711 ♦ Fax: (517) 322-0724

Ted L Droste, Township Assessor MMAO
Director of Assessing & Building Department
Delta Township | 7710 West Saginaw Hwy. | Lansing, MI 48917

IFT Compliance Report
Certificates: 2006-122, 2008-510, 2012-299

RECEIVED
SEP 24 2020
DELTA TOWNSHIP
ASSESSORS OFFICE

Our most recent payroll shows 99 employees:

1st shift	44
2nd shift	29
3rd shift	11
Admin	15
Total	99

These numbers are affected by the recent Covid/GM/state of Michigan shutdown, and challenges to finding people to hire as production increases. **We are averaging 25 additional employees via temp-agencies, over and above the employee headcount noted above.**

Please let me know of any additional questions or information needed,

Thomas Bird
/s signed electronically

Controller



THE WOODBRIDGE GROUP®

5640 Pierson Highway
Lansing, Michigan 48917

Phone: 517-391-1400
Fax: 517-391-1401

woodbridgegroup.com

06/17/2020

Delta Township
7710 West Saginaw Hwy
Lansing, MI 48917-9712

RE: Verification of IFT Compliance

Certificate #: 2011-338 **Parcel #** 23-040-091-026-127-15
Certificate #: 2015-133 **Parcel #** 23-040-091-026-130-15

Dear: DELTA TOWNSHIP

This letter is in response to the two letters attached.

As you can see by our current employee listing we not only retained the jobs we stated but created more than anticipated.

Certificate # 2015-133 had retention of 214 and a creation of 43 for a total of 257.

Our current employee listing shows a total of 269.

I believe the enclosed should cover your request. If not, please do not hesitate to contact myself, Tara Thompson, Controller, or Scott Wolbers, Plant Manager.

Tara Thompson can be reached at 248-770-0116 and Scott Wolbers can be reached at 517-673-1505.

Regards,

Tara Thompson, CPA, CMA, Controller

Scott Wolbers, Plant Manager



Tel: 312-856-9100
Fax: 312-856-1379
www.bdo.com

330 N. Wabash, Suite 3200
Chicago, IL 60611

June 26, 2020

Assessor's Office
Delta Charter Township
c/o Jill Pawley
7710 W. Saginaw Hwy.
Lansing, MI 48917-9712

RECEIVED
JUN 30 2020
DELTA TOWNSHIP
ASSESSORS OFFICE

Re: Joseph T. Ryerson & Son, Inc.
Response to Verification of IFT Compliance Letters
(Certificate # 2008-501, Parcels # 23-040-091-026-133-15, 23-040-091-026-132-15,
23-040-091-026-133-11, 23-040-091-026-132-11)

Dear Ms. Pawley:

In response to your letters dated June 9, 2020 with regards to "Verification of IFT Compliance" for Joseph T. Ryerson & Son, Inc (Certificate #2008-501), as of June 2020 the company currently employs 19 people. We have enclosed a list of those employees with their names and titles (please see attached).

The IFT exemption has been very important to the company and they greatly appreciate Delta Townships commitment to the company. The current COVID-19 epidemic and outlook for the steel industry have combined to make this a very challenging year for the company.

In the event that you should have any questions or require additional information, please call either me at 312-730-1374 or Douglas Bielski at 312-730-1365.

Thank you for your cooperation.

Very truly yours,

BDO USA, LLP

By
Daniel J. Fadden
Senior Manager

Enclosure



Magna International Inc.
Office of Government Affairs
750 Tower Drive, Mail Code 3400
Troy, Michigan 48098
Tel: (248) 631-5330
www.magna.com

September 14, 2020

Ardella McMillon
Magna International
750 Tower Drive
Troy, Michigan 48098

RECEIVED
SEP 14 2020
DELTA TOWNSHIP
ASSESSORS OFFICE

Jill Pawley
Delta Township Assessing
7710 W. Saginaw Hwy
Lansing, MI 48917

Dear Jill Pawley:

Thank you and the Delta Township Assessing team for allowing Norplas Industries IFT verification (PA-198) a six-month extension due to the Covid-19 pandemic.

Please accept the attached employee roster with a pull date of August 31, 2020, as Norplas IFT verification (PA-198) annual Report.

The current employee count is:

- 276 Hourly Employees
- 95 Salary Employees
- 59 Temporary employees
- **430 Total**

Let me know if you have any questions regarding the report.

Yours respectfully,

Ardella McMillon
Compliance Coordinator, Government Affairs
Work: (248) 550.8452
ardella.mcmillon@magna.com

June 29, 2020

Delta Township Assessing Department
7710 West Saginaw Highway
Lansing, MI 48917

RECEIVED
JUN 29 2020
DELTA TOWNSHIP
ASSESSORS OFFICE

Re: Verification of IFT Compliance

Dear: Delta Township Assessing Department

We currently have an active IFT that was granted by the Delta Township Board. This letter is to inform you of the number of jobs created/retained along with a list of those employees.

Our original letter stated that we will retain 35 jobs and create 10. We currently have 44 employees, with two more starting next Monday, July 6th, 2020. Here is a list of the employees that have been added and retained since we signed the original document:

<u>Employee Name</u>	<u>Position</u>	<u>Date Hired</u>
Garrett Reid	Electrician	3/19/18
Alan White	Service Tech	8/20/18
Aaron Jones	Outside Sales	10/15/18
Garrett Murphy	Machinist	1/3/19
Nicole Colby	Receptionist	4/1/19
Nathan Gonzalez	Engineer	6/3/19

**The ones listed above were already reported to you.

Here are the employees added since we sent the last letter in June 2019.

<u>Employee Name</u>	<u>Position</u>	<u>Date Hired</u>
Noah Goodman	Service Tech	7/29/19
Kyle Yager	Machinist	9/30/19
Cody Jones	Service Tech	10/28/19
Melanie Holland	Office Admin	12/9/19
William Badgett	Sales Manager	1/6/20
Bailey Elliott	Welder	5/4/20
Olivia Wilson	Welder	6/15/20
Justin Comis	Sales	6/22/20

Here are the two that are starting next week:

<u>Employee Name</u>	<u>Position</u>	<u>Date Hired</u>
Thomas Sperow	Industrial Electrician	7/6/20
Dylan Curtiss	General Laborer	7/6/20

If you have any questions or need any other information, please let me know.

Thank you for your time,



Jessica Galbraith
Bookkeeper



06/29/2020

Delta Township Assessing Department
Att: Jill Pawley (jpawley@deltami.gov)

RECEIVED
JUN 29 2020
DELTA TOWNSHIP
ASSESSORS OFFICE

RE: Munters Verification of IFT Compliance (Certificate #2015-175)

Dear Jill,

I am writing to you in response to the Verification of IFT Compliance letter supplied to Munters dated 6/9/2020. In the original application Munters expected to retain (57) jobs and create (16) new jobs. We had reached (68) Full Time Employees going into 2017 but had seen decreases in Sales volumes in following years which had resulted in a slight reduction in our work force.

While we were optimistic about 2020 with a number of the new product offerings released in 2019, when Covid-19 hit we saw a significant drop in sales as a result. We had forecasted sales for 2020 to be up 10-15% over 2019. We are now projected to be down 10-15% which we are unfortunately happy about with all things considered.

In 2019 our Full Time Employee level was at (60). At this time we are currently at (60) Full Time Employees (See below) plus (4) Temporary to Full Time Employees. On a positive, the Covid situation did not force us to release any current employees. We currently have (5) additional open Production positions we are trying to fill.

Please let me know if this is the information you are needing or require anything additional.

Thank you.

Keith Goebel
Operations Manager

Capital Asphalt LLC
3888 S. Canal Rd
Lansing, MI 48917



517-322-0800 (O)
563-538-7088 (F)
www.capitalasphaltllc.com

RECEIVED

JUN 22 2020

DELTA TOWNSHIP
ASSESSORS OFFICE

June 22, 2020

Delta Township
Assessing Department
Jill Pawley

Official 2020 Audit Request

RE: Verification of IFT Compliance
Parcel #'s 23-040-091-033-400-15/11

Certificate # 2012-306
Property Address: 3888 S. Canal Rd

Please find below a list of the # of jobs created by Capital Asphalt LLC for the 2020 official audit of the IFT compliance:

Capital Asphalt LLC has retained and created 16 full time jobs , below is a list of current employees:

1. Darren Zimmerman
2. Lori Bus
3. Pamela Frei
4. Angela Coulter
5. Bill Wilburn
6. Ryan Thomas
7. Paul Stornant
8. Donald Anderson
9. Ronald Phillips
10. Rodney Ray
11. Nathan Funnell
12. Kristopher Allen
13. Lane Kiplinger
14. Lester Allen
15. Justine Jardine
16. Chris Smith

If any additional information is needed, please do not hesitate to contact me.

Best regards,
Lori Bus
Business Office Manager
517-897-1238 Direct