



**CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
JANUARY 9, 2024**

The Canton Township Board of Trustees will also offer this meeting by video teleconference.

Individuals may attend the meeting in person or join the video teleconference by going to:

<https://us02web.zoom.us/j/86183213057>

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Webinar ID: 861 8321 3057

International numbers available: <https://us02web.zoom.us/j/86183213057>

7:00 P.M.:

CALL TO ORDER

ROLL CALL: BORNINSKI, FOSTER, GANGULY, GRAHAM-HUDAK, SIEGRIST, SLAVENS,
SNEIDEMAN

PLEDGE OF ALLEGIANCE

ADOPTION OF AGENDA

APPROVAL OF MINUTES: 12/12 & 12/19/23

PUBLIC COMMENT ON AGENDA ITEMS ONLY

PAYMENT OF BILLS

RESOLUTION:

- 1) RESOLUTION OPPOSING THE SALEM TOWNSHIP APPLICATION FOR WASTEWATER TREATMENT FACILITY ON FELLOWS CREEK

CONSENT CALENDAR:

- 1) CONSIDER PAYMENT BY ACCOUNT FOR THE LOWER ROUGE RIVER TRAIL PEDESTRIAN BRIDGE DECK REPLACEMENT (MSD)
- 2) CONSIDER APPROVAL OF THE RESOLUTION FOR THE WCDPS 2024 ANNUAL PERMIT PACKAGE FOR WORK WITHIN THE WAYNE COUNTY RIGHT-OF-WAY IN 2024 (MSD)
- 3) CONSIDER APPLICATION FOR THE 2024 ANNUAL MDOT MAINTENANCE PERMIT (MSD)

- 4) CONSIDER APPROVAL OF APPLICATION FOR MLCC SPECIAL LIQUOR LICENSES (CD)
- 5) CONSIDER APPROVAL OF PAYMENT TO AIRGAS FOR OXYGEN AND TANK RENTALS PROVIDED IN EXCESS OF THE 2023 BLANKET PURCHASE ORDER (FIRE)

GENERAL CALENDAR:

- 1) CONSIDER FIRST READING OF AN AMENDMENT TO APPENDIX A – ZONING OF THE CODE OF ORDINANCES REGARDING TOP CANTON, LLC CONDITIONAL REZONING (MSD)
- 2) CONSIDER APPROVAL TO ACCEPT THE OUT-OF-SCHOOL TIME (OST) LEARNING GRANT (CD)
- 3) CONSIDER APPROVAL TO ACCEPT THE URBAN AND COMMUNITY FORESTRY GRANT (CD)
- 4) CONSIDER A REQUEST TO EXTEND THE CONTRACT WITH TDK ADVISORS, LLC (CD)
- 5) CONSIDER APPROVAL OF A PURCHASE ORDER TO OHM ADVISORS FOR THE ENGINEERING, BID DOCUMENTS AND OWNER’S REPRESENTATION FOR PRESERVATION PARK (CD)
- 6) CONSIDER APPROVING THE PAYMENT OF THE 2023 FIRE DEPARTMENT ON-SITE PHYSICAL EXAMINATIONS (FIRE)
- 7) CONSIDER APPROVING THE SPONSORSHIP OF TWO CANDIDATES TO THE POLICE ACADEMY (POLICE)
- 8) CONSIDER ACCEPTING A JUSTICE ASSISTANCE GRANT AND AN ASSOCIATED AMENDMENT TO THE 2024 POLICE BUDGET (POLICE)
- 9) CONSIDER AWARDING BID TO PRINT THE FOCUS NEWSLETTER (SUPERVISOR)
- 10) CONSIDER REQUEST TO APPROVE CONTRACT OF THE DEPUTY SUPERVISOR AND CHIEF COUNSEL (SUPERVISOR)

PUBLIC COMMENT

BOARD COMMENT

ADJOURN

ACCESS TO PUBLIC MEETINGS

In accordance with the Americans with Disabilities Act, individuals with disabilities who require special accommodations, auxiliary aids or services to attend or participate at the meeting/hearing should contact Rachelle Howell, Human Resources Manager, at 734-394-5260. Reasonable accommodations can be made with advance notice. A complete copy of the Access to Public Meetings Policy is available at www.canton-mi.org.

**Charter Township of Canton
Board Proceedings – December 12, 2023**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, December 12, 2023, in-person. Supervisor Graham-Hudak called the meeting to order at 6:30 p.m.

Members Present: Borninski, Foster, Ganguly, Graham-Hudak, Siegrist, Slavens, Sneideman
Members Absent: none

Adoption of Agenda:

Motion by Siegrist, supported by Slavens to adopt the agenda as amended to include G-17, a revised G-15 and G-8, and to move the Public Hearing and Presentations above Public Comment. Motion carried unanimously.

Approval of Minutes:

Motion by Siegrist, supported by Borninski to approve the minutes from November 28, 2023. Motion carried unanimously.

Payment of Bills:

Motion by Slavens, supported by Sneideman to approve the payment of bills as presented. Motion carried unanimously.

CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF December 12, 2023		
101	GENERAL FUND	614,864.14
204	ROADS FUND	936,511.77
206	FIRE FUND	248,678.27
207	POLICE FUND	437,921.46
208	COMMUNITY CENTER FUND	68,894.45
219	STREET LIGHTING FUND	25,714.00
230	CABLE TV FUND	6,781.20
246	COMMUNITY IMPROVEMENT FUND	0.00
248	DDA - CANTON	70,541.42
260	INDIGENT DEFENSE FUND	13,180.00
261	E-911 UTILITY	251.86
265	ORGANIZED CRIME - DRUG ENFORCEMENT	43,839.00
274	CDBG FUND	37.11
276	NSP GRANTS FUND	0.00
284	OPIOID SETTLEMENT FUND	0.00
285	AMERICAN RESCUE PLAN ACT	0.00
301	ENERGY PROJECT DEBT SVCE FUND	0.00
302	CAPITAL PROJECT DEBT SERVICE	0.00
401	CAPITAL PROJECTS FUND	1,318,186.55
402	CAP PROJ - WATER & SEWER	0.00
403	CAP PROJ - ROAD PAVING	0.00

404	CAP PROJ - CHV DEVELOPMENT	42,086.50
584	GOLF FUND	50,720.43
592	WATER & SEWER FUND	119,270.33
596	GARBAGE & RUBBISH COLLECTIONS	415,690.83
661	FLEET MAINTENANCE FUND	37,760.20
701	TRUST & AGENCY FUND	0.00
702	CUSTODIAL FUND	230.00
736	POST EMPLOYMENT BENEFITS FUND	227,624.73
852	SPECIAL ASSESSMENT DEBT SERVICE	0.00
TOTAL - ALL FUNDS		4,678,784.25

Public Hearing:

Item PH-1. Consider Holding the Public Hearing for the 2024 Sidewalk Repair Program

Motion by Siegrist, supported by Foster to open the Public Hearing to hear comments on the necessity of sidewalk repairs pursuant to the Township Sidewalk Ordinance, Sidewalk Repair Program Policy and as provided in Public Act 80 of the Public Acts of 1989 at 6:34 p.m. Motion carried unanimously.

Motion by Siegrist, supported by Slavens to close the Public Hearing after hearing the comments on the necessity of sidewalk repairs to the Township Sidewalk Ordinance, Sidewalk Repair Program Policy and as provided in Public Act 80 of the Public Acts of 1989 at 7:03 p.m. Motion carried unanimously.

Motion by Siegrist, supported by Foster to adopt the attached resolution requiring replacement of sidewalks in the subdivisions and miscellaneous locations as indicated on the attached list and published in the DLN on December 4, 2023. Motion carried unanimously.

Presentation:

- 1) Micro Market for Employees Presented by Wellness Committee and AVI Foodsystems
- 2) Leisure Services Advisory Committee
- 3) Youth Advisory Council

Public Comment: Public comment was held.

Resolution:

Item R-1. Resolution Calling an End to the Conflict in Gaza and Israel

Motion by Borninski, supported by Sneiderman to approve the resolution as presented.

RESOLUTION OF BOARD OF TRUSTEES CHARTER TOWNSHIP OF CANTON, MICHIGAN

Resolution Calling for an End to the Conflict in Gaza and Israel

Whereas on October 7, 2023, Hamas launched an unprecedented attack against Israel, taking hostages and resulting in the deaths of Israelis;

Whereas the Cabinet of Israel subsequently formally declared war against Hamas;

Whereas outside of the brief humanitarian ceasefire Gaza has been largely cut off from humanitarian aid, and according to the United Nations Human Rights Council, the Palestinians have been internally displaced, without safe drinking water, food, fuel, electricity, and medical care which has created a humanitarian disaster;

Whereas the war against Hamas has destroyed much of the civilian infrastructure within Gaza, including hospitals, and resulted in the deaths of Palestinians, mostly women and children;

Whereas continued escalation could result in a larger regional conflict with devastating consequences;

Whereas all sovereign nations must comply with international humanitarian law regardless of geographic context;

Whereas all acts of violence aimed at Palestinian and Israeli civilians should be condemned and the loss of all civilian lives should be mourned; and

Whereas a lasting resolution can only be achieved by peaceful means and diplomacy; *now, therefore be it;*

Resolved the Board of Trustees of the Charter Township of Canton calls for return to an immediate, durable, and sustained ceasefire in order to protect and save human lives throughout the region, which would allow for humanitarian aid and the unhindered provision of goods to civilians in need; and the unconditional release of all civilians who are being illegally held hostage, demanding humane treatment in compliance with international law;

Further Resolved the Canton Township Clerk's Office will provide a copy of this resolution to Canton's delegation in the Michigan legislature, and the United States Congressional delegation which represents Canton Township;

Further Resolved the Board of Trustees of the Charter Township of Canton affirms its commitment to combat Antisemitism, Islamophobia, and anti-Palestinian/anti-Arab bigotry, its support for the people of both Israel and Palestine to live in peace and security, and the right of all people, here and abroad, to live, learn, work, play, pray, and engage in peaceful protest, all without threats, intimidation, or death. Additionally, the Board affirms that all people deserve to be treated with respect and dignity; and

Finally Resolved the Board of Trustees of the Charter Township of Canton affirms our collective duty to lead in our community with the values of peace, justice, and compassion. The Board reminds the community of our goal of being a Welcoming Community, as hate has no home here, and that in 2014 the Canton Township Equal Rights Ordinance was passed and then updated in 2022 to ensure each and every resident of our Township have the same benefits of safety and non-discrimination as anyone else.

Motion carried unanimously.

Consent Calendar:

Item C-1. Consider Award of a Contract to Berkshire Development for the Demolition of a Dangerous Building at 1822 Sheldon Rd. North

Motion by Siegrist, supported by Slavens to hereby confirm the order of the hearing officer, and the Township Board to approve the demolition of 1822 Sheldon Rd. North. Further, to authorize the Building Official to award a contract to Berkshire Development for an amount not to exceed \$21,430. Motion carried unanimously.

Item C-2. Consider Approval of 2023 Budget Adjustments

Motion by Siegrist, supported by Slavens to approve the attached listing of budget adjustments to the 2023 budget. Motion carried unanimously.

Item C-3. Request Authorization to Pay Bills in 2024 When No Regular Board Meeting is Scheduled

Motion by Siegrist, supported by Slavens to move to authorize the payment of the Township's bills as normally scheduled in 2024, subject to prior review by the Clerk and Treasurer, when no regular Board Meeting is scheduled. Motion carried unanimously.

Item C-4. Consider Payment of CityView Annual Software Maintenance Fees

Motion by Siegrist, supported by Slavens to authorize the creation of a purchase order to Harris Computer Systems for the CityView annual software maintenance fees for a total cost not-to-exceed \$75,654.74. Motion carried unanimously.

Item C-5. Consider Renewal of CivicPlus Website Hosting Services and CivicOptimize

Motion by Siegrist, supported by Slavens to approve the creation of a purchase order in the amount not to exceed \$69,383.91 payable to CivicPlus, Inc. for a renewal of hosting services, software support, and maintenance services provided by CivicPlus covering a period of one (1) year. Motion carried unanimously.

Item C-6. Consider 2024 Meeting Dates for the Commission for Culture, Arts & Heritage

Motion by Siegrist, supported by Slavens to establish the 2024 Canton Commission for Culture, Arts & Heritage meeting schedule beginning at 6:00 p.m. held quarterly on the following dates:

February 8, 2024
May 9, 2024
August 8, 2024
November 14, 2024

Motion carried unanimously.

Item C-7. Consider Approval of a Purchase Order Increase for Romulus Aquatic Center

Motion by Siegrist, supported by Slavens to approve an increase to PO#2023-2497 to Rink Management Services for a total amount of \$13,000. Motion carried unanimously.

General Calendar:

Item G-1. Consider Approval of a Purchase Order to Kennedy Industries for Removal and Replacement of Two Sump Pumps at the Administration Building

Motion by Siegrist, supported by Ganguly to approve the contract, budget amendment and approve a purchase order to Kennedy Industries Inc., P.O 930079, Wixom, MI 48393 in the amount of \$102,230.17 which includes a 10% contingency of \$9,293 for the removal and replacement of two sump pumps at Administration Building.

<u>Description</u>	<u>Account#</u>	<u>Amount</u>
Removal and Replacement two sump pumps	#246-265.970_0020	\$102,230.17

Motion carried unanimously.

Item G-2. Consider Approval of Headcount Increase for the Municipal Services Department

Motion by Siegrist, supported by Borninski to approve an increase in headcount for the Municipal Services Department, Engineering Division by one continuing part-time employee, and the related 2024 budget amendment. Motion carried unanimously.

Item G-3. Consider Award of CDBG Housing Rehabilitation Contract

Motion by Siegrist, supported by Borninski to approve the housing rehabilitation contract to Decima LLC listed below totaling \$24,989. We are also requesting to reimburse all of the permit fees once the work has been completed and approved by the building department.

<u>Street</u>	<u>Home Type</u>	<u>Contractor</u>	<u>Low Bid/Cap</u>
XXXX Cherry Hill	Single Family Home	Decima LLC.	\$24,989

Motion carried unanimously.

Item G-4. Consider Additional Contribution to OPEB Pre-funding

Motion by Siegrist, supported by Borninski to approve the additional OPEB funding to the MERS Retiree Health Funding Vehicle in the amount of \$1,500,000 for a total contribution of \$2,500,000. In addition, to approve the above-mentioned budget amendment. Motion carried unanimously.

Item G-5. Consider Approving the Purchase of the 2024 Motorola Dispatch Radio Equipment Service Agreement Renewal

Motion by Siegrist, supported by Slavens to approve the purchase of the 2024 Motorola dispatch radio equipment service agreement renewal in the amount of \$40,167.00. Motion carried unanimously.

Item G-6. Consider a Request to Approve a Letter of Agreement Between Canton Township and the IAFF Local 2289.

Motion by Siegrist, supported by Borninski to that we approve the Letter of Agreement between Canton Township and the IAFF Local 2289 to recognize how the conversion of leave time and future earn rate

shall be converted upon transfer between Administration/Prevention and Suppression. Motion carried unanimously.

Item G-7. Consider Award of Contract and Issue a Purchase Order to GHD for Submission of the LOMC to FEMA for Fire Station No. 2

Motion by Siegrist, supported by Slavens to issue a Purchase Order to GHD in the amount of \$45,850 for tasks 1 through 3 as described in their proposal and the above related budget amendment. Motion carried unanimously.

Item G-8. Approval of Resolution Setting Full-time Elected Official Salary Rates to Follow Merit System Scale

Motion by Siegrist, supported by Sneiderman to approve the resolution as presented.

**RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON,
MICHIGAN**

Resolution Setting Full-time Elected Official Salary Rates to Follow Merit System Scale

Whereas Elected Officials in Canton serve as Department Heads, or Supervisor of all Department Heads; Whereas all Department Heads in Canton are compensated at a Grade 13 level on the Merit System scale; Whereas Elected Officials compensation has been determined separately from Merit positions which has historically created a large gap in compensation between classified and non-classified positions;

Whereas the Michigan Association of Municipal Clerks recently sent a communication asking jurisdictions to acknowledge the increased professionalism and workload requirements for appointed and elected Clerks in Michigan and setting their compensation in line with other department heads; and

Whereas salaries for full-time Elected Officials in neighboring communities have increased substantially larger than in Canton, while population, taxable value, and public services are exponentially larger; now, therefore, be it;

Resolved, that the Board of Trustees of the Charter Township of Canton rectifies the inconsistencies and ensures fidelity to a compensation regime between classified and unclassified positions;

Further Resolved, that the positions of Clerk and Treasurer shall start at a compensation level consistent with a Merit Grade 13, Step 1 and increase annually in line with the Step increases approved for Grade 13; *Further Resolved*, that the position of Supervisor shall start at a compensation level consistent with a Merit Grade 13, Step 4 and increase annually in line with the Step increases approved for Grade 13; and *Finally Resolved*, that the positions of Clerk and Treasurer shall start 2024 at a compensation level consistent with a Merit Grade 13, Step 1 while Supervisor shall start 2024 at a compensation level consistent with Merit Grade 13, Step 4 This does not prohibit the Board from approving any additional annual increases in line with other Merit Employee increases.

Motion carried 5-2 with Graham-Hudak and Slavens voting against the resolution.

Item G-9. Consider Approval of Architectural & Engineering Services for Barchester Park CDBG Project to MCSA Group, Inc.

Motion by Siegrist, supported by Slavens to award the Architectural and Engineering services of Barchester Park to MCSA Group, Inc. for a total amount of \$21,412. Motion carried unanimously.

Item G-10. Consider New Appointment and Two Reappointments to the Planning Commission

Motion by Siegrist, supported by Slavens that the Canton Township Board of Trustees appoint Clarence Lee Jr. to the Planning Commission for a term to expire on 12/31/26, further, that the Canton Township Board of Trustees reappoint Doug Weber and Harpreet Sachdeva to the Planning Commission for terms to expire on 12/31/26. Motion carried unanimously.

Item G-11. Consider Two Appointments to the Zoning Board of Appeals

Motion by Siegrist, supported by Borninski that the Canton Township Board of Trustees appoint Tareq Rahman from the Alternate position to a full position on the Zoning Board of Appeals, with a term to expire on 12/31/26, further, that the Canton Township Board of Trustees appoint Clarence Lee, Jr. to the Zoning Board of Appeals as the Planning Commission representative, with a term concurrent with his term on the Planning Commission. Motion carried unanimously.

Item G-12. Consider Appointment to the Historic District Commission

Motion by Siegrist, supported by Slavens to approve the appointment of Ellen Thomas to the Canton Historic District Commission for a three-year term effective through December 13, 2026. Motion carried unanimously.

Item G-13. Consider Reappointments to the Canton Cares Fund Committee

Motion by Siegrist, supported by Slavens to approve the reappointment of Tammy Haggerty and Kristina Wilson to the Canton Cares Fund Committee for a three-year term to expire November 17, 2026. Motion carried unanimously.

Item G-14. Consider Approval of Conference Expense for Supervisor and Economic Development Manager

Motion by Siegrist, supported by Slavens to approve the expense of \$5,900 for the Supervisor and Economic Development Manager to attend the Mackinac Policy Conference May 28-31, 2024. Motion carried unanimously.

Item G-15. Consider Approval of Wage Increases for Merit (Full-Time, Non-Union) Employees; Full-Time Elected and Appointed Officials; and Part-Time Employees, for the 2024 Fiscal Year.

Motion by Siegrist, supported by Slavens to approve a 3.00% across the board wage scale increase for Merit Employees, Full-Time Elected and Appointed Officials, and Part-Time Employees for the 2024 fiscal year. I further move to approve a 3% one-time inflationary increase for Merit Employees, Full-Time Elected, and Full-Time Appointed Officials. Motion carried unanimously.

Item G-16. Consider a request to approve service agreement between Canton Township and The Partnership for The Arts & Humanities

Motion by Borninski, supported Slavens to recuse Siegrist from voting due to a disclosed conflict of interest. Motion carried.

Motion by Foster, supported by Sneideman that we approve the service agreement with the Partnership for the Arts & Humanities and to authorize the Supervisor to sign the agreement upon legal review, further, to approve the budget amendment in 2024 included in the amount of \$125,000 to accommodate this cost. Motion carried.

Item G-17. Consider Increase of a Blanket Purchase Order for BS & A Software for the Treasury Department

Motion by Siegrist, supported by Borninski to approve a total blanket purchase to BS & A Software 14965 Abbey Lane, Bath, MI 48808 in the amount of \$13,355.00 to be paid from account 101-253.930_0015 Maintenance and Repair Software Support. Motion carried unanimously.

Additional Public comment was held.

Additional Board comment was held.

Adjourn: Motion by Siegrist, supported by Slavens to adjourn the meeting. Motion carried unanimously.

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

**Charter Township of Canton
Board Proceedings – December 19, 2023**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, December 19, 2023 in person. Supervisor Graham-Hudak called the meeting to order at 6 p.m.

Members Present: Borninski, Foster, Ganguly, Graham-Hudak, Siegrist, Slavens, Sneideman
Members Absent: None

Adoption of Agenda:

Motion by Siegrist, supported by Sneideman to adopt the agenda as amended removing item G-1. Motion carried unanimously.

Recognition:

- 1) 2023 Retirees

Study Session:

- 1) Waste Hauler Bid Presentations

Public Comment:

Public Comment was held.

Adjourn:

Motion by Slavens, supported by Siegrist to adjourn the meeting. Motion carried unanimously.

Michael A. Siegrist, Clerk

**RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON,
MICHIGAN**

Resolution Opposing the Salem Township Application for Wastewater Treatment Facility on Fellows Creek

Whereas Canton Township borders Salem Township and is downstream from the proposed Salem Township Urban Service District Wastewater Treatment Plant;

Whereas this proposed sewage plant will discharge 840,000 gallons of flow each day into the Fellows Creek which runs through Canton Township and into the lower Rouge River;

Whereas the discharge of this treated wastewater to the Fellows Creek headwaters will have a detrimental impact to the stream's water quality by altering its flow regime, water temperature and geomorphology, which will affect the benthic macroinvertebrate and fish populations present in the Creek;

Whereas the Salem Springs project would create additional impervious surfaces in the Rouge Watershed, and increased stormwater flows. Sedimentation and nonpoint source pollution associated with the stormwater runoff could also negatively impact Fellows Creek water quality, and also increase the potential of downstream flooding;

Whereas the proposed sewage facility may increase the likelihood of compelled discharge of untreated wastewater into the Fellows Creek which may contain various contaminants, including pathogens and chemicals that could pose health risks to anyone who comes into contact with the water. These contaminants could lead to gastrointestinal illnesses, skin infections, and other waterborne diseases;

Whereas during the early hours of August 24, 2023, Canton Township experienced a historic flooding event that resulted in both a Wayne County and Canton Township declaration of a State of Emergency and a Wayne County Health Advisory due to the compelled discharge of untreated wastewater;

Whereas significant annual rainfall events are up 42% in the Midwest since the 1950s and higher groundwater and lake levels make drainage even more difficult;

Whereas the Fellows Creek is the largest drain in Canton Township, with over 14,000 houses; and

Whereas Fellows Creek runs through the Downtown Development District and major commercial corridor Ford Rd. in a Community with a taxable value assessed at over \$4.8 billion; *now, therefore be it;*

Resolved the Board of Trustees of the Charter Township of Canton opposes the Michigan Department of Environment, Great Lakes and Energy proposed permit for the Salem Township Urban Service District Wastewater Treatment Plant and instead work with Canton Township on an alternative solution.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 9, 2024

AGENDA ITEM: C-1

ITEM: Consider Payment by Account for the Lower Rouge River Trail Pedestrian Bridge Deck Replacement

PRESENTER: Dave Norwood, Municipal Services Director

OWNER/REPRESENTATIVE: N/A

EXECUTIVE SUMMARY: In 2008 and 2010 wooden pedestrian bridges were constructed along the Lower Rouge River Trail System. In total, eight bridges were constructed between Canton Center Road and Haggerty Road. The Bridges are used for both recreational purposes and to provide necessary access to our sanitary sewer system that serves the community. Bridge #5 which is the pedestrian located near Morton Taylor had many decking boards in need of replacement. The decision was made to replace the entire bridge deck with all new boards for the safety of all users. During this process additional rot was discovered with the cross members of the bridge which was not included in the quotes the Township received. The Township received three quotes for this work and selected Carpentry Concepts and Ceilings LLC as they were the lowest qualified company in the amount of \$ 9,885.
PO# 23-00004121

The additional cost for the unforeseen conditions is \$980

STRATEGIC PLAN/GOALS: Quality Infrastructure, Welcoming Community

ACTION REQUESTED: Approve payment by account to Carpentry Concepts and Ceilings, LLC 18786 Susanna Livonia, MI 48152
for the Lower Rouge River Trail Pedestrian Bridge deck replacement unforeseen cost.

BUDGET IMPLICATIONS & ACCOUNT: Funds for this maintenance activity were allocated in the 2023 budget under Stormwater Account #592-445.930_0050, Maintenance and Repair of Infrastructure.

IMPLEMENTATION PLAN: N/A

DIRECTOR'S RECOMMENDATION: Approval

FINANCE & BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve payment by account for the Lower Rouge River Trail Pedestrian Bridge decking replacement in the amount of \$980 to Carpentry Concepts and Ceilings, LLC 18786 Susanna Livonia, MI 48152

ATTACHMENTS:

1.Invoice

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 9, 2024

AGENDA ITEM #C-2

ITEM: Consider Approval of the Resolution for the WCDPS 2024 Annual Permit Package for Work Within the Wayne County Right-of-Way in 2024

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Wayne County's Annual Permit Package has combined the Annual Maintenance Permit, Annual Pavement Restoration Permit, and Annual Special Events Permit into a single application. In addition, the Annual Permit includes attachments by reference into that permit. As a condition, Wayne County requires that the governing body (Township Board) pass a blanket resolution of approval. Additionally, the permit office requires a written request on municipal letterhead at least ten business days prior to the commencement of a road closure and/or banner placement. The written request should include all required information as specified in the permit package.

The original permit, signed and dated by the person authorized and designated by the resolution, along with a certified copy of the resolution and a copy of Canton Township's certificate of insurance are required. The county also requires that designee submit monthly reports of all work performed under the annual permit or that no work was performed. Any work not covered under the annual scope of work and conditions requires a separate permit.

BACKGROUND: The Permit A-24093 is a combined permit that authorizes the Township to occupy the Wayne County road right-of-way for the purpose of inspection, repair and routine maintenance for sanitary sewers and water mains, installation of water service connections, application of dust palliatives and repair and replacement of existing sidewalks including pavement repair and restoration.

For special events such as parades, festival celebrations and similar activities to temporarily close a county road. To use a road as a detour for traffic around such activity taking place even on a non-county road, and placement of a temporary banner within the right-of-way.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve the model community resolution for the combined permits and authorize the Township Clerk to sign the Permit once received from Wayne County.

BUDGET IMPLICATIONS AND ACCOUNT NUMBERS: N/A

IMPLEMENTATION PLAN: Once received and approved, Engineering Services will forward the executed permit application, resolution, and certificate of insurance to the Wayne

County Department of Public Services.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTORS RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve Permit A-24093 allowing for the purpose of inspection, repair and routine maintenance for sanitary sewers and water mains, installation of water service connections, application of dust palliatives and repair and replacement of existing sidewalks including pavement repair and restoration. Furthermore, allowing the township to perform special events such as parades, festival celebrations and similar activities to temporarily close a county road. To use a road as a detour for traffic around such activity taking place even on a non-county road, and placement of a temporary banner within the right-of-way in 2024 and authorize the Township Clerk as the designated officer to sign the 2024 Annual Permit for Wayne County Department of Public Services.

ATTACHMENTS:

1. Wayne County Resolution
2. Permit Application Package for A-24093

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 9, 2024

AGENDA ITEM #C-3

ITEM: Consider Application for the 2024 Annual MDOT Maintenance Permit

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: The Michigan Department of Transportation (MDOT) requires a completed application and valid Certificate of Insurance as part of our annual permit. The annual permit application via the MDOT web-based Construction Permit System (CPS) has been submitted by Engineering Services and is pending approval sometime in January. The permit is for maintenance of underground utility operations by Public Works for the purpose of performing emergency water or sanitary sewer repairs, inspection and routine maintenance of facilities, grass mowing, installing 1-inch water taps, street sweeping and conduct other activities within the MDOT right-of-ways in Canton Township.

BACKGROUND: Nothing Additional

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED Approve and authorize the Engineering Services staff to attach documents online with the annual maintenance permit application.

BUDGET IMPLICATIONS AND ACCOUNT NUMBERS: N/A

IMPLEMENTATION PLAN: Once approved, forward the certificate of insurance to Engineering Services, to attach to the Michigan Department of Transportation annual permit application so that the annual permit can be processed for approval.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTORS RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the 2024 Annual Permit application for Underground Utility Operations within the Michigan Department of Transportation right-of way; and further authorize the Engineering Services staff to attach insurance documents to the on-line application for the permit.

Attachments:

1. MDOT Annual Permit Application 99285

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 9, 2024

AGENDA ITEM #C-4

ITEM: Consider Approval of Application for MLCC Special Liquor Licenses

PRESENTER: Jonathan LaFever, Community Development Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

In 2024, nine fundraising events are planned to be held in conjunction with Canton Leisure Services at various township facilities that will require application to the Michigan Liquor Control Commission for special liquor licenses:

- Shine and Thrive: March 15, 2024
- 31st Annual Liberty Fest: June 13-15, 2024
- Thursday Night Live concerts: June 27 – August 15, 2024
- Pride OUTside - July 13, 2024
- Concert and Cars: July 17 – August 7, 2024
- 10th Annual Rally on Ridge: July 26, 2024
- 14th Annual Brew, Brats & Bands: September 14, 2024
- Artoberfest: September 28, 2024
- Christmas in the Village: December 7, 2024

Leisure Services is requesting Township Board approval to submit application to the Michigan Liquor Control Commission and to authorize the sale and consumption of alcohol at these fundraisers.

No penalty or additional expenses will be incurred should the event be canceled.

BACKGROUND:

- Canton Leisure Services Lead Like a Girl will host its second women's fundraiser called Shine and Thrive. This event will be held on Friday, March 15, 2024 at the Village Arts Factory and will benefit the Canton Cares Fund.
- Canton's 31st Annual Liberty Fest will take place June 13-15, 2024 in Heritage Park. The Partnership for the Arts will be making the application to the Michigan Liquor Control Commission for a special license, securing the appropriate permits, and will keep the proceeds from the actual alcohol sales over the course of the three days.

- Canton Leisure Services will again be doing the Thursday night LIVE concert series this summer, which offers weekly music at the amphitheater in Heritage Park. Again, this year will be food trucks, local restaurants, and beer/wine sales. Maraschino's Bar & Restaurant will be making an application to the Michigan Liquor Control Commission, and all alcohol sales will benefit the Second Chance at Life charity. (June 27, July 11, 18, 25, August 1, 8 & 15)
- Canton Leisure Services will host the Pride OUTside event taking place at the amphitheater stage in Heritage Park on July 13th. This LGBTQ+ Pride Event is FREE and for all ages and will include local vendors, food trucks, and beer & wine from Maraschinos Pub. Maraschino's Bar & Restaurant will be making an application to the Michigan Liquor Control Commission, and all alcohol sales will benefit the Second Chance at Life charity
- The Partnership for the Arts will host the Concert and Cars series, which offers a fun night of classic cars, live music, and local eats. This series will run every Wednesday from July 17 – August 7, 2024 at the Village Arts Factory. All alcohol sales proceeds will benefit the Partnership for the Arts. The Partnership for the Arts will apply for the one-day special liquor license for this event.
- Canton Leisure Services will host the 10th Annual Rally on Ridge event on July 26, 2024 in Cherry Hill Village. In addition to the food trucks, we will be selling beer and wine with proceeds to benefit the Canton Farmers Market. Canton Leisure Services will apply for the special liquor license for this event.
- The Partnership for the Arts is hosting the 14th Annual "Brew, Brats & Bands," a fundraiser to be held in Preservation Park on Saturday, September 14, 2024. The event will feature a concert with beer and food being sold for the purpose of raising funds to benefit the Partnership for the Arts and other community groups. The Partnership for the Arts will apply for the one-day special liquor license for this event.
- The Partnership for the Arts and Canton Village Theater will be hosting the 2nd annual Artoberfest on Saturday, September 28, 2024. This event will showcase the 30th Annual Fine Arts Exhibition where a youth art fair will be held, and young artists can sell their work. All proceeds from the alcohol sales will benefit the Partnership for the Arts. The Partnership for the Arts will apply for the one-day special liquor license for this event.
- The Partnership for the Arts will be hosting the 3rd annual Christmas in the Village event to be held at the Village Arts Factory on Saturday, December 7, 2024. This holiday event is FREE for all ages and offers kids crafts, warm drinks, tree lighting and more. The Partnership for the Arts will apply for the one-day special liquor license for this event with proceeds going back to the Partnership for the Arts.

STRATEGIC PLAN/GOALS: Welcoming Community

ACTION REQUESTED: Authorize the sale and consumption of alcohol at the above-listed 2024 fundraiser events.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

Application fees will be paid for as follows:

Partnership for the Arts	Liberty Fest, Concert & Cars, Artoberfest, Christmas in the Village & Brews, Brats & Bands
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Maraschino's Bar & Restaurant	Thursday Night LIVE, Pride OUTside
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Canton Leisure Services	Rally on Ridge & Strive & Thrive	\$100.00	Account #101-756-59.762
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IMPLEMENTATION PLAN: The sites will be set up according to the requirements of the Liquor Control Commission.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to authorize the sale and consumption of alcohol at the events listed in the background and furthermore; I move to approve the attached resolution.

ATTACHMENTS:

Attachment A - Resolution

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 9, 2024

AGENDA ITEM #C-5

**ITEM: Consider Approval of Payment to Airgas for Oxygen and Tank Rentals
Provided in Excess of the 2023 Blanket Purchase Order**

PRESENTER: Christopher Stoecklein, Director of Fire Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Fire Department is requesting to pay an additional \$2,837.04 to Airgas for oxygen tank rentals in excess of the 2023 blanket purchase order.

BACKGROUND INFORMATION: The Board approved blanket purchase order #2023-00000442 for Airgas, in the amount of \$20,000 in January of 2023, with an approved increase of \$5,000 in November of 2023. Airgas supplies the Fire Department with oxygen tank rentals and monthly refilling of the oxygen tanks. In both March and August of 2023, Airgas increased their per unit pricing, as well as their delivery and fuel charge fees. By the end of 2023 the blanket purchase order for Airgas was exhausted, with 2 outstanding invoices that still required payment in the amount of \$2,837.04.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: The Fire Department is requesting to pay an additional \$2837.04 to Airgas for services rendered in excess of the 2023 blanket purchase order.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds for this increase will be expensed from the 2023 Fire Department Operating Supplies Account #206-336-50.760_0001.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve an additional payment to Airgas in the amount of \$2,837.04, for services rendered in excess of the approved blanket purchase order #2023-00000442.

ATTACHMENTS: Attachment A – Airgas Invoices

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 9, 2024

AGENDA ITEM #G-1

ITEM: Consider First Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances Regarding Top Canton, LLC Conditional Rezoning

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: Top Canton, LLC (Steve Robinson, Broder Sachse Real Estate).

EXECUTIVE SUMMARY: The applicant proposes to rezone, with conditions, five (5) parcels located on the north side of Ford Rd. between I-275 and Lotz Rd. from C-4, Interchange Service, C-3, Regional Commercial, and Corporate Park Overlay District to C-3, Regional Commercial and Central Business District Overlay as permitted in Section 27.07 of the Zoning Ordinance (parcel nos. 047-99-0018-703; 048-99-0008-000; 048-99-0010-000; 048-99-0012-003; and 048-99-0012-004). The subject site is about 31 acres. The applicant proposes to retain the existing multi-tenant commercial building that includes The Tile Shop and construct two (2) fast food drive-through restaurants west of the existing multi-tenant commercial building. Fast food drive-through restaurants are special land uses in the C-3 district, which may also be approved through the Planned Development District (PDD) process. The applicant has concurrently made a separate application for a PDD that includes the five (5) subject parcels and one (1) additional parcel to the north.

BACKGROUND AND ANALYSIS:

Location: North side of Ford Rd. between I-275 and Lotz Rd. Parcel nos. 047-99-0018-703; 048-99-0008-000 (5910 Edinburgh Dr.); 048-99-0010-000; 048-99-0012-003; and 048-99-0012-004 (40150 Ford Rd.).

Net Acres: 31.42 acres

Existing Land Use(s): Multi-tenant shopping center (including The Tile Shop) at 40150 Ford Rd. (parcel 048-99-0012-004). The remaining parcels are vacant.

Existing Zoning: C-4, Interchange Service and Corporate Park Overlay District (CPOD) (parcels 047-99-0018-703; 048-99-0008-000; 048-99-0010-000; and 048-99-0012-003).

C-3, Regional Commercial and CPOD (parcel 048-99-0012-004).

Surrounding Zoning and Land Uses:

North – MR, Multiple Family Residential and CPOD; Village Squire Apartments

LI, Light Industrial; vacant.

South – MRD, Mid-Rise Development and CPOD; vacant.

East – MR, Multiple Family Residential and CPOD; Village Squire Apartments
C-3, Regional Commercial and CPOD; multi-tenant shopping center (Starbucks,
Wingstop, Sweet Bikes, Parthenon Coney Island, etc.).

West – C-4 and CPOD; vacant and I-275.

Existing Comprehensive Plan Future Land Use Map Classification: General
Commercial

Surrounding Comprehensive Plan Future Land Use Map Classifications:

North – General Commercial and Light Industrial

South – General Commercial

East – General Commercial

West – General Commercial

Proposed Zoning District(s): C-3 and CBD Overlay, with conditions.

Proposed Land Uses: Whenever a rezoning of property is proposed, all potential uses which may be made of property in the proposed zoning district must be considered, some of which might not be appropriate for a particular piece of property. A conditional rezoning allows an applicant to voluntarily exclude certain uses from the proposed zoning district in the Conditional Rezoning Statement of Conditions.

All of the uses permitted in the proposed C-3 zoning district are noted in Section 17.02 of the Zoning Ordinance, and most of the properties along Ford Rd. between Canton Center Rd. and I-275 are zoned C-3 or allow for C-3 uses (i.e., C-3 uses are permitted on C-2 zoned properties in the CBD Overlay). The proposed Conditional Rezoning Statement of Conditions excludes the following land uses: automobile filling stations; adult uses; smoking lounges; automobile wash establishments; new and used automobile sales and rental; pawnbrokers; medical marijuana facilities; automobile service stations; and indoor hot tub rentals. Some of these excluded uses are not permitted in the C-3 district, but are listed as excluded in the event the Zoning Ordinance is ever amended to include them in the C-3 district.

The conceptual plan submitted with the conditional rezoning application includes two (2) fast food drive-through restaurants on the vacant parcels and retains the existing multi-tenant shopping center use. The two (2) fast food drive-through restaurants proposed are Chick-fil-A and Portillo's. Although fast food drive-through restaurants are special land uses in the C-3 zoning district, uses illustrated on a conceptual plan are not approved with the conditional rezoning. Section 27.07(C)(1) of the Zoning Ordinance states that any use or development proposed as part of an offer of conditions that would require special land use or a site plan under the terms of the Zoning Ordinance may only commence if a special land use and/or site plan for such use or development is ultimately granted in accordance with the provisions of the Zoning Ordinance. The applicants have made a separate application for a Planned Development District (PDD) for the proposed land uses and development, and our comments

and findings on the PDD application were in an accompanying letter to the Planning Commission.

Finally, the conceptual plan illustrates other off-site uses that are proposed to be part of the PDD application – a hotel and an indoor/outdoor golf driving range and recreation facility. While these off-site uses are part of a larger unified development in the PDD application, and were addressed in an accompanying PDD review letter to the Planning Commission, they are not considered as part of the conditional rezoning application.

Conditional Rezoning Process. The process of a conditional rezoning is very similar to the process of a regular rezoning. In a regular rezoning, conditions cannot be offered by an applicant nor requested by the Township. In a conditional rezoning, the applicant seeking a rezoning may voluntarily propose conditions regarding the use and/or development of land as part of the rezoning request either at the time the application for conditional rezoning is filed or at a later time during the process. If the offer of conditions is amended during the process of conditional rezoning consideration, any amended or additional conditions must be entered voluntarily by the applicant. Additionally, an owner may withdraw in writing all or part of its offer of conditions any time prior to final rezoning action of the Township Board.

When taking action on the conditional rezoning application, the Planning Commission, after the public hearing and consideration of the factors for rezoning set forth in Section 27.06(D) of the Zoning Ordinance, may recommend approval, approval with recommended changes, or denial of the application. The Township Board shall take final action on the conditional rezoning request.

Conditional Rezoning Plan Information. Section 27.07(B)(1) of the Zoning Ordinance requires the conditional rezoning plan to include the same information required on a rezoning application and a special land use plan. The conditional rezoning plan includes this information, which was addressed in more detail in our accompanying PDD review letter to the Planning Commission. While we recommended additional information on the PDD plans at the December 18, 2023 Planning Commission meeting, there is sufficient information on the conditional rezoning plan to satisfy the information requirements of Section 27.07(B)(1).

Conditional Rezoning Statement of Conditions. The Zoning Ordinance requires a conditional rezoning to include a Statement of Conditions which, if approved, must be recorded with the Register of Deeds. Section 27.07 of the Zoning Ordinance includes required content for a Conditional Rezoning Statement of Conditions, which are provided for in the applicant's proposed Statement of Conditions. The Township legal counsel has approved the legal content of the Statement of Conditions. Section 27.07(H) requires the approved development and/or use of the land to commence within two (2) years after the effective date of the conditional rezoning action, which may be extended by the Township Board upon written request by the applicant if it is demonstrated to the Township Board that there is a strong likelihood that the development and/or use will commence within the period of extension and proceed diligently thereafter to completion. Because the applicant has concurrently applied for PDD approval, and the approval period for PDD's is six (6) years, paragraph 9 of the Statement of Conditions includes provisions that extend the approval of

the conditional rezoning for the duration of the PDD if a PDD is approved within the 2-year approval term.

Review Considerations: Section 27.07(C) of the Zoning Ordinance requires the Planning Commission and Township Board to, at a minimum, consider all of the review considerations contained in Section 27.06(D)(4) of the Zoning Ordinance. Section 27.06(D)(4) of the Zoning Ordinance consists of 10 standards of review to be considered prior to action. Based on our review of the application materials, the Comprehensive Plan, and the site area, we find that the application meets each of the 10 rezoning standards of review as follows:

(1) ***Will the proposed amendment be in accordance with the basic intent and purpose of the zoning ordinance?***

The basic intent of the Zoning Ordinance is to carry out the policies, goals, and objectives of the Township Comprehensive Plan. This is primarily done by the establishment of use districts and overlays that regulate land in order to accomplish the preferred development and utilization of land in the Township. The proposed amendment would remove the Corporate Park Overlay district (CPOD) from the subject property. The CPOD was created to promote development in accordance with the Lotz Road Corridor Development Plan adopted in the late 1990s. Since that time, a new Comprehensive Plan has been adopted. The current Comprehensive Plan proposes the elimination of the CPOD and proposes utilizing different zoning designations and tools to support the development pattern in the area. Since the adoption of the current Comprehensive Plan in 2018, the Township has adopted amendments that have reduced the area covered by the CPOD. The proposed amendment would be in accordance with the basic intent of the Zoning Ordinance by carrying out the Comprehensive Plan policy by reducing and eliminating the CPOD. The Lotz Rd. Corridor Zoning Strategies of the current Comprehensive Plan (page 64) state the following (in *italics*):

- *Repeal the remaining portion of the Corporate Park Overlay District Guidelines and amend the map exhibit to remove remaining effective areas subject to the guidelines in Section 6.08 of the Zoning code.*

Staff Recommendation: We recommend repealing the CPOD from the subject parcels in the application. However, because there are many other areas in the CPOD that may not yet be ripe for removal from the CPOD, we do not recommend repealing the entire CPOD from the Zoning Ordinance and Zoning Map at this time.

- *Amend the boundaries applicable to the Central Business District (CBD) Guidelines in Section 6.10 of the Zoning code to include the area within the Downtown Development Area (DDA) on the north side of Ford Road, and south of Ford Road to the Willow Creek Drain.*

Staff Recommendation: The subject parcels in the application are in the DDA. Therefore, we recommend expanding the CBD to include the subject parcels in the application.

- *Encourage a change of zoning for the area located south of Ford Road and north of the Willow Creek Drain between Lotz Road and I-275 from MRD, Mid-Rise Development to C-3, Regional Commercial.*

Staff Recommendation: While this applies to parcels south of Ford Rd. (because

most of the parcels north of Ford Rd. already have C-3 and C-4 as the underlying zoning districts), we recommend rezoning the subject parcels to C-3 primarily because we would like to prohibit automobile filling stations (gas stations) on the site, which is a special land use in the C-4 district.

Section 27.07(C) of the Zoning Ordinance requires the offer of conditions to bear a reasonable and rational relationship to the property for which the conditional rezoning is requested. The proposed C-3 zoning, CBD Overlay, and Statement of Conditions (including the excluded land uses) satisfies this requirement.

(2) Is the proposed amendment consistent with the comprehensive plan of the Township?

As discussed above, the current Comprehensive Plan's policies include the elimination of the CPOD. The CPOD was an attempt in the 1990s to enact the Lotz Road Corridor Development Plan. That plan envisioned a campus-style development of either a corporate headquarters or comprehensive mixed-use development with a heavily stylized theme or design for each 'campus.' The focal point of the largest campus would have been at Ford and Lotz Roads. However, the area was never developed in this manner, despite the paving and widening of Lotz Rd. Instead, general commercial development continued along the Ford Road corridor. The Comprehensive Plan now envisions using other tools, such as Planned Development Districts (PDDs) in concert with either the Central Business District (CBD) Overlay or the underlying zoning districts, to foster development in the CPOD area. This method has created very attractive developments and has successfully implemented the land use goals throughout the Township, particularly along other areas of Ford Rd.

We note that while this amendment would be consistent with the Township's Comprehensive Plan, it could be the next of many rezoning requests along and near Ford Rd. and Lotz Rd. from property owners who wish remove their properties from the CPOD. It is also important to note that there continues to be strong demand for commercial development and redevelopment along the Ford Road corridor in the eastern part of Canton. A future comprehensive rezoning of similar parcels in the area may be more consistent with the goals of the Township's Comprehensive Plan to reduce and eliminate the CPOD. This would require further study by the Planning Commission.

The Future Land Use Map of the Comprehensive Plan classifies the site as General Commercial, and Policy 1.2.3 of the Comprehensive Plan states, "Establish a **General Commercial** Land Use designation on the Future Land Use Map for regional and highway-oriented commercial uses. Regional commercial uses generally serve the retail and service needs for the entire township and adjacent areas and include larger multi-tenant shopping centers with large "anchor" tenants located on primary arterial roadways that carry high volumes of traffic. Highway-oriented commercial uses should be located within a 1-mile radius of a freeway interchange and provide uses convenient to the traveler or overnight visitor in the community." The proposed zoning district (C-3 and CBD Overlay), uses (fast food drive-through restaurants and multi-tenant

commercial), and conditions are consistent with the policy of the General Commercial land use designation.

(3) *Have conditions changed since the zoning ordinance was adopted, or was there a mistake in the zoning ordinance, that justify the amendment?*

While the CPOD was not a mistake, it has been identified in the Comprehensive Plan as no longer being necessary. This change in the Comprehensive Plan was after the Zoning Ordinance's CPOD was adopted, and this justifies amendments that shift towards the new Comprehensive Plan policies. The elimination of the CPOD is one such amendment, though an incremental approach is best due to the large area covered by the CPOD that includes many types of land uses. In the case of the five (5) subject parcels, these parcels have Ford Rd. frontage and are in close proximity to I-275 and many established commercial uses.

(4) *Will the amendment correct an inequitable situation created by the zoning ordinance rather than merely grant special privileges?*

In the CPOD, all land uses are special land uses. Therefore, no applicant in the CPOD has any certainty of use approval when an application is made. Therefore, development activity in the CPOD has been slower than it has in the CBD Overlay, which is located on the west side of I-275. The proposed amendment would allow this site to be developed as others in the Township have been along Ford Rd. west of I-275 in the CBD Overlay, creating an equitable situation.

(5) *Will the amendment result in unlawful exclusionary zoning?*

The amendment will not result in exclusionary zoning. The primary intent of the proposed amendment is not to exclude certain uses or development types.

(6) *Will the amendment set an inappropriate precedent, resulting in the need to correct future planning mistakes?*

The proposed amendment will set a precedent, especially for commercially-zoned parcels in the CPOD; however, the precedent is not contrary to the Comprehensive Plan and overall vision for development in the area. As noted above, although the CPOD was not a mistake, it has been identified in the Comprehensive Plan as no longer being desirable. This change in the Comprehensive Plan was after the Zoning Ordinance's CPOD was adopted, and this justifies amendments that shift towards the new Comprehensive Plan policies.

(7) *If a rezoning is requested, is the proposed zoning consistent with the existing land uses of surrounding property?*

The proposed amendment would result in the subject site being developed under the C-3 district standards, allowing for development that is consistent with the existing multi-tenant commercial building to the east, which includes a Starbucks with a pickup window. Other compatible uses in the area include Walmart, Sam's Club, Home Depot, Emagine, and multi-tenant commercial buildings. Finally, the conceptual plan shows significant building setbacks and landscaping between the multi-family residential development to the north and the proposed commercial development on the

subject site which will be closer to Ford Rd. Landscaping was addressed in more detail in our accompanying PDD review letter to the Planning Commission.

(8) *If a rezoning is requested, could all requirements in the proposed zoning classification be complied with on the subject parcel?*

If the proposed rezoning is approved, the parcels of the site will comply with the standards of the C-3 district with CBD Overlay for minimum lot area (1 acre) and minimum lot width (100 ft.). The proposed development must meet the minimum height (3 stories/50 ft.), front yard setbacks (50 ft.), side yard setbacks (15 ft.), and rear yard setbacks (30 ft.) unless modified in the PDD.

(9) *If a rezoning is requested, is the proposed zoning consistent with the trends in land development in the general vicinity of the property in question?*

The development allowed under the proposed C-3 district and CBD Overlay is consistent with the trends in land development in the general area. Other compatible uses in the area include Walmart, Sam's Club, Home Depot, Emagine, and multi-tenant commercial buildings, including the multi-tenant commercial building to the east that includes Starbucks with a pickup window, Wingstop, Sweet Bikes, Parthenon Coney Island, etc. While there are no approved fast food drive-through restaurants along Ford Rd. east of I-275, the use would be compatible with the established uses in the area. However, because fast food drive-through restaurants are special land uses in the C-3 district, the evaluation of their appropriateness on the subject site is made in the PDD review or, if applicable, a special land use application.

(10) *If a rezoning is requested, what is the impact on the township infrastructure?*

The subject parcels along Ford Road have access to public water and sanitary sewer. There are water and sewer mains along Ford Rd., and we will defer to the Engineering Services Division regarding the appropriate connection points and routes. Storm water management will be under the jurisdiction of Wayne County and, possibly, MDOT if there is an outlet proposed to the storm sewer in the MDOT right-of-way.

The parcels access Ford Rd. directly, and the conditional rezoning plan shows the only access to the site being the existing drive on the west side of the existing multi-tenant commercial building at 41050 Ford Rd. A traffic light is proposed at this existing drive, which is subject to MDOT review and approval. The applicants have submitted a Traffic Impact Study (TIS), which is still under review by Canton's traffic engineering consultant and was addressed in more detail in our accompanying PDD review letter to the Planning Commission. A TIS is not a requirement for a rezoning application, and it's possible that traffic impacts of the proposed development could be comparable to a different type of development in the current zoning district; therefore, a review of a TIS is best addressed in the PDD application review. However, the TIS indicates that the site driveway and surrounding intersections can function at an appropriate Level of Services with the improvements noted in the TIS. Any approval of the PDD or site plan is subject to satisfactory traffic review by the MDOT and Canton's traffic engineering consultant.

- **Community Planner's Recommendation:** Approval.
- **Planning Commission Recommendation:** At its meeting on December 18, 2023, the Planning Commission voted 9-0 to recommend approval of the request to rezone, with conditions, parcel nos. 047-99-0018-703, 048-99-0008-000, 048-99-0010-000; 048-99-0012-003, and 048-99-0012-004 from C-4, Interchange Service, C-3, Regional Commercial, and Corporate Park Overlay District to C-3, Regional Commercial and Central Business District Overlay as permitted in Section 27.07 of the Zoning Ordinance, as the proposal meets the standards of Section 27.07 and Section 27.06(D)(4) of the Zoning Ordinance as stated in the staff report. Prior to recommending approval of the rezoning, the Planning Commission held a duly noticed public hearing and there were public comments received.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Introduce, hold the first reading, and table the proposed rezoning amendment, with conditions, to Appendix A – Zoning of the Code of Ordinances, which proposes to conditionally rezone parcel nos. 047-99-0018-703, 048-99-0008-000, 048-99-0010-000; 048-99-0012-003, and 048-99-0012-004 from C-4, Interchange Service, C-3, Regional Commercial, and Corporate Park Overlay District to C-3, Regional Commercial and Central Business District Overlay as permitted in Section 27.07 of the Zoning Ordinance.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: N/A

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

ENGINEERING SERVICES DIVISION'S RECOMMENDATION: N/A

FIRE MARSHAL'S RECOMMENDATION: N/A

BUILDING OFFICIAL'S RECOMMENDATION: N/A

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A

SUPERVISOR'S RECOMMENDATION: Approval

MODEL MOTIONS:

1. I move to introduce and hold the first reading of the proposed amendment, with conditions, to Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance and Conditional Rezoning Statement of Conditions of Planning Application #047-COND-7874, which rezones five (5) parcels located on the north side of Ford Rd. between I-275 and Lotz Rd. to C-3, Regional Commercial and Central Business District Overlay, as the proposal meets the standards of Section 27.07 and Section 27.06(D)(4) of the Zoning Ordinance.

2. Further, I move to table consideration of the amendment for a second reading on January 23, 2024.

ATTACHMENTS:

1. Draft Ordinance
2. December 18, 2023 Planning Commission Minutes
3. Conditional Rezoning Agreement
4. Zoning Map, Aerial Map, and Future Land Use Map
5. Planning Division Staff Review Letter for the Top Canton PDD Application (December 18, 2023 Planning Commission meeting)
6. Supplemental Documents (Planned Development District [PDD] Location Maps, PDD Plans, and Supplemental Reports)

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 9, 2024

AGENDA ITEM#G-2

ITEM: Consider Approval to Accept the Out-of-School Time (OST) Learning Grant

PRESENTER: Jonathan LaFever, Community Development Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

In the fall of 2023, Canton Leisure Services, with the help of the Finance Department, applied to the Michigan Department of Education's 2023-2024 Out-of-School Time (OST) Learning Grants grant. In December, Canton was notified that it was eligible to receive \$84,197 in grant funding to expand programs and services for out-of-school programs. Canton's recreation team will be using these funds for new programming such as the Junior Outdoor Explorers and a student/TR run Coffee Shop as well as expand current services: Teen Xperience Camp, One-on-one therapy services, Summer Camp Scholarships and more. The funds are to be expensed by September 30, 2024. Based on Legal review of the agreement, Canton Leisure Services is recommending to accept the Out-Of-School Learning Grant in the amount of \$84,197. A budget amendment is necessary.

BACKGROUND INFORMATION: The Michigan Department of Education announced \$50 million in grant funding available to provide in-person before-school, after-school, before-and-after-school, and/or during the summer programming to children in any of grades K-12. The programming must include core subject areas including, but not limited to, mathematics, reading and science.

STRATEGIC PLAN/GOALS: Financial Stability

ACTION REQUESTED: Approve to amend the budget and accept the Out-of-School Time Learning Grant

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

Amend the budget as follows:

Increase in Revenue

101-756-50.539	State Grants	\$84,197
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Increase Expenses

101-756-50.801_0053	Prof. Services OST	\$39,917
101-756-50.762_0020	Supplies OST	\$44,280

IMPLEMENTATION PLAN:

If approved, Leisure Services will implement the grant

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to amend the budget as stated in the Budgets Implications & Account Number section of the RBA and accept the Out-of-School Time Learning Grant in the amount of \$84,197 to be used toward new and expanded recreational programming in 2024.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 9, 2024

AGENDA ITEM#G-3

ITEM: Consider Approval to Accept the Urban and Community Forestry Grant

PRESENTER: Jonathan LaFever, Community Development Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

In August 2023, the Canton community faced devastating loss following a tornado that swept across several neighborhoods and parks. During which time hundreds of trees were damaged or destroyed. To increase Canton's ability to replant many of those trees, Leisure Services, with the help of the Finance and Municipal Services Departments, applied to the Michigan Department of Natural Resources for the 2024 U.S. Forest Service Urban and Community Forestry Grant. In December, Canton was notified that it was eligible to receive \$20,000 in grant funding to replant some of the park trees lost during the tornado. Canton's Parks and Planning Services staff have developed a strategy to plant a total of 100 trees in the Spring of 2024.

BACKGROUND INFORMATION: On December 21, 2023, \$400,000 in grants were announced by the Michigan Department of Natural Resources. The awarded projects focus on initiatives that are designed to ensure equitable and resilient urban forests throughout the State of Michigan. Funding of the project is provided by United States Department of Agriculture Forest Service's Urban and Community Forestry program and the Inflation Reduction Act.

Canton's Parks Division Budget currently has \$30,000 in Tree Maintenance funds that will be used in conjunction with the \$20,000 in grant funding to plant 100 diverse species trees throughout the Heritage Park campus and in Griffin Park. Planting will take place in the Spring of 2024.

STRATEGIC PLAN/GOALS: Financial Stability

ACTION REQUESTED: Approve to amend the budget and accept the U.S. Forest Service Urban and Community Forestry Grant

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

Amend the budget as follows:

Increase in Revenue

101-752-50.501	Federal Grants	\$20,000
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Increase Expenses

101-752-50.930_0072	Maintenance and Repair Grounds-Tree Maintenance	\$20,000
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IMPLEMENTATION PLAN:

If approved, Leisure Services will implement the grant program as part of the overall, coordinated

tree replacement efforts.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to amend the budget as stated in the Budgets Implications & Account Number section of the RBA and accept the Urban and Community Forestry Grant in the amount of \$20,000 to be used toward planting new trees in community parks in 2024.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 9, 2024

AGENDA ITEM #G-4

ITEM: Consider a Request to Extend the Contract with TDK Advisors, LLC

PRESENTER: Jonathan LaFever, Community Development Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY:

Canton Township continues its commitment to responsible economic development and sustainability as a community with many opportunities for residents and businesses alike. As a still-developing, Redevelopment Ready Community (RRC), it is critical that Canton continue investing in economic development. Especially vital is the investment in Canton's main economic arteries – Ford Road, Michigan Avenue, and Cherry Hill Village.

Economic Development supports emerging markets in Canton and southeastern Michigan. These include technology business, health care, biosciences, mobility, and advanced manufacturing. By continuing to position Canton well for redevelopment, economic development services which foster business growth continue to support Canton's tax base.

TDK Advisors, LLC has provided Canton with economic development consulting services since May of 2022. During this time and with Tim Keyes' guidance, Canton has emerged as a leader in the Michigan Avenue Innovation Network (MAIN) regional project and continues to make significant strides in Cherry Hill Village and Ford Road development. These immeasurable contributions will continue to serve the Canton Community for years to come.

BACKGROUND:

Canton has an average household income of \$99,070, as of the 2020 census. Canton is home to Michigan's only IKEA, as well as other major retailers and employers along Ford Road. This corridor supports Canton's tax base and is overseen by the Downtown Development Authority (DDA).

Even as Ford Road remains Canton's main retail corridor, the Michigan Avenue corridor is fast becoming the hot new location for retail and technology businesses. This major link between I-275 and Ann Arbor features Amazon, Home Depot, Dick's Sporting Goods, Target, Kohls and more.

Cherry Hill Village is shaping up to be yet another engine of economic strength in Canton. The Village will soon realize its original vision as a strong, vibrant, and exciting community home to

many retailers and other businesses. Developed under the “New Urbanism” trend, the Village offers a walkable downtown and StreetSide parking which calms vehicle traffic while encouraging foot traffic.

Canton offers many business-friendly amenities including abundant and affordable space that is easily accessible via major road, air, rail, and water transport corridors. Canton is committed to development that is well-planned, as it continues to grow into a comprehensive retail, commercial and technological hub in southeast Michigan.

STRATEGIC PLAN/GOALS: Financial Stability – direct human and financial resources in ways that cultivate a sense of community and an ecosystem where families, individuals, and businesses thrive.

ACTION REQUESTED: Approve a contract extension through December 31, 2025, in an amount of \$24,000 per year, not to exceed \$48,000 to TDK Advisors, LLC., 8740 Harding, Taylor, MI 48180.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

Funds are budgeted in Account 101-728.801_0050 - Professional and Contractual Services.

IMPLEMENTATION PLAN:

Upon approval, the Township Supervisor will sign the contract with TDK Advisors, LLC.

DIRECTOR’S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve a contract extension with TDK Advisors, LLC through December 31, 2025, in an amount of \$24,000 per year, not to exceed \$48,000.

ATTACHMENTS:

Attachment A - Addendum to Agreement with TDK Advisors, LLC

Attachment B - Memo from TDK Advisors, LLC

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 9, 2024

AGENDA ITEM #G-5

ITEM: Consider Approval of a Purchase Order to OHM Advisors for the Engineering, Bid Documents and Owner's Representation for Preservation Park

PRESENTER: Jon LaFever, Community Development Director

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: Through a combination of funding sources, Canton continues to put its efforts into the Canton Town Square project at Cherry Hill Village. The Town Square project will invest in some of the Community's most treasured assets, including the Village Square Park, Historic Arts Factory Building, Cherry Hill School, Preservation Park, trails, public parking improvements, wayfinding, and programming.

OHM has played a key, instrumental role in developing the Cherry Hill Village project concept. On September 26, 2023, Canton Township approved OHM Advisors to develop a concept design for Preservation Park. The schematic design was prepared along with an updated conceptual opinion of costs. OHM has submitted a proposal to provide Engineered Drawings, Bid Documents and Owner's Representation for the remodel of Preservation Park located at 500 N. Ridge Road, Canton MI 48187. Staff are requesting the bidding process be waived and to approve a purchase order to OHM Advisors for these services, with a total not-to-exceed fee of \$169,200. A budget amendment is necessary.

BACKGROUND INFORMATION:

Since losing the Cady-Boyer Barn to a fire in May of 2021, a significant amount of time and energy has gone into determining a future for the site. In the fall of 2023, OHM Advisors collaborated with staff and full-time elected officials to develop an analysis of Preservation Park and its historic structures. OHM provided a schematic design, along with a full external building assessment of the historic structures. The design has been reviewed by the Township Board, the Historic District Commission and the Community Planner. Budget for the project is \$1,600,000 and will include an event pavilion, park landscaping, parking configuration, site lighting and accessible pathways. Improvements to the other historic structures will be conducted through maintenance and repair coordination with Municipal Services and approved carpenters.

Canton has conducted numerous successful projects with OHM Advisors, including the Cherry Hill Village conceptual designs. Preservation Park has been a significant contributor to the overall success of the Cherry Hill Village project. Once completed, the park will provide dedicated space to the Farmers Market, special events, and be an open public park. Through intentional design, the park will be used daily by neighbors that visit the Village Square Park and surrounding future businesses.

STRATEGIC PLAN/GOALS: Quality Infrastructure, Welcoming Community, Healthy Ecosystem

ACTION REQUESTED: Approve the budget amendment and award the architectural design, engineering, bid documents and owner's representation for Preservation Park renovations in an amount not to exceed \$169,200 to OHM Advisors, 34000 Plymouth Road, Livonia, MI 48150.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The following budget amendment is necessary:

Increase Revenues:

404-000.695	Fund Balance Appropriation	\$169,200
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Increase Expenditures:

404-727.801_0050	Professional Services	\$169,200
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IMPLEMENTATION PLAN:

Upon approval, OHM will be notified, the agreement will be executed, and a purchase order will be generated.

DIRECTORS RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve waiving the bidding process, amend the budget as stated in the Budget Implications & Account Number section of the RBA and award the engineering, bid documents and owner's representation for Preservation Park renovations in an amount not to exceed \$169,200 to OHM Advisors.

ATTACHMENTS:

Attachment A – OHM Advisors Proposal

Attachment B – Conceptual Design

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 9, 2024

AGENDA ITEM #G-6

**ITEM: Consider Approving the Payment of the 2023 Fire Department On-Site Physical
Examinations**

PRESENTER: Christopher Stoecklein, Director of Fire Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Fire Department is requesting approval to pay Bio-Care Inc., for on-site medical services performed in December of 2023 in the amount of \$53,346.

BACKGROUND INFORMATION: In July of 2021, the Township solicited for RFP's of Physical Examinations for the fire department. On November 23, 2021 (#G-5) the Board awarded Bio-Care, Inc., the service contract which would run from date of award through August 30, 2024.

Bio-Care, Inc., performed on-site firefighter physicals in December of 2023. Funds for this expense were planned for in the 2023 Fire Department Budget under account # 206-336-50.805. The Fire Department is requesting approval of payment for services rendered by Bio-Care, Inc., in the amount of \$53,346, utilizing the 2023 funds from account#206-336-50.805.

STRATEGIC PLAN/GOALS: Board Goal: Organization Climate and Culture

ACTION REQUESTED: Approve the payment of the on-site medical services for firefighter physicals, in the amount of \$53,346, with funds from the 2023 Fire Department budget.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds for this purchase will be utilized from the 2023 Fire Department Employee Medical Exams account #206-336-50.805.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve the payment of the on-site medical services for firefighter physicals, in the amount of \$53,346, with funds from the 2023 Fire Department budget.

ATTACHMENTS: Attachment A – Bio-Care Invoice

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 9, 2024

AGENDA ITEM #G-7

ITEM: Consider Approving the Police Academy Costs for Two Candidates

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting to sponsor two candidates to the Wayne County Regional Police Training Center, January 2024. The cost per person for the 17-week basic training academy is \$7,713, for a total expense of \$15,426.

Academy expenses will be submitted under an MCOLES grant requesting full reimbursement to the department.

BACKGROUND INFORMATION: The Police Department, working with Human Resources, continues to be proactive in seeking out police officer recruits. The two participating candidates are currently working part-time as Public Safety Aides and both have met the qualifications for sponsorship to the police academy.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the sponsorship of two candidates to the Wayne County Regional Police Training Center starting in January 2024, in the amount of \$15,426.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds for this expense are budgeted in the 2024 Police Training Account #207-301-50.810_0001.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve the sponsorship of two candidates to the Wayne County Regional Police Training Center starting in January 2024, in the amount of \$15,246.

ATTACHMENTS: Attachment A – Wayne County Regional Police Training Center Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 9, 2024

AGENDA ITEM #G-8

ITEM: Consider Accepting a Justice Assistance Grant and an Associated Amendment to the 2024 Police Budget

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Canton Police Department has been awarded a Justice Assistance Grant (JAG) for specified equipment through the U.S. Department of Justice. The 2023 JAG #O-BJA-2023-171790 has been awarded in the amount of \$11,426.70 for Glock Red Dot Handguns.

A budget amendment to the 2024 Police Budget is included in this request, should the Board choose to accept the grant.

BACKGROUND INFORMATION: The Wayne County Department of Homeland Security is the applicant and fiscal agent for JAG grants in our community. Once the authorized purchases are made, they will be submitted to Wayne County for grant reimbursement to the Police revenue account. The Township purchasing policy will be followed for purchases resulting from the acceptance of these grants.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the acceptance of a Justice Assistance Grant for specified equipment through the U.S. Department of Justice, in the amount of \$11,426.70.

Additionally, approve an amendment to the 2024 Police Budget to increase Federal Grant Revenue by \$11,426.70, and increase Program Expense Expenditures by \$11,426.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: A 2024 Police budget amendment is requested to increase Federal Grant Revenue Account #207-000-501 by \$11,426; and to increase Program Expense Account #207-301-50.763_00XX by \$11,426.

IMPLEMENTATION PLAN: Upon approval, the Township Supervisor will be authorized to sign the intergovernmental agreement between the Charter Township of Canton and the County of Wayne.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve the acceptance of a Justice Assistance Grant for specified equipment through the U.S. Department of Justice, in the amount of \$11,426. Additionally, I move to approve an amendment to the 2024 Police budget, increasing revenues and expenses in the same amount.

ATTACHMENTS: Attachment A – JAG #O-BJA-2023-171790

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: JANUARY 9, 2024

AGENDA ITEM # G-9

ITEM: CONSIDER AWARDING BID TO PRINT THE *FOCUS* NEWSLETTER

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: On December 28, 2023, bids were opened for the printing of the monthly FOCUS newsletter. Seven companies bid, with the lowest bid coming from VTEC, at \$3840.00 per issue. VTEC has printed the FOCUS for the last three years, and the monthly process has gone smoothly on a very consistent basis. The price also reflects moving from a 2-color publication to a full-color publication. An additional \$2,000 is being requested to cover the cost of any special inserts, which are usually requested twice per year.

BACKGROUND:

The Focus Newsletter is mailed to every address in Canton once per month. There are 41,500 pieces printed per month. Surveys identify the Focus as the primary source of information for our residents.

STRATEGIC PLAN/GOALS:

Welcoming Community: A township in which all residents can fully and effectively access services, influence policy and direction, and feel a sense of belonging and safety.

ACTION REQUESTED:

Award VTEC the bid for printing the FOCUS newsletter.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds will be expended from Communications, Printing and Publishing, Account 101-271.900_0040 for 66.67%, and the remaining 33.33% will be split among Leisure Services accounts: 101-756-50.900_0040, 101-755-50.900_0040, 208-757-50.900_0040 and 101-672-50.900_0040

IMPLEMENTATION PLAN:

The Communications Division will handle all transactions regarding the bid.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve the bid for printing the monthly FOCUS Newsletter with VTEC., for a 12-month period, for \$46,080, plus an additional \$2,000 to cover any special inserts; and further, that pursuant to the bid specifications, the bid may be extended for an additional two-year period upon mutual agreement of VTEC and Canton Township.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 9, 2024

AGENDA ITEM # G-10

ITEM: Consider Request to Approve Contract of the Deputy Supervisor and Chief Counsel

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Beginning in May of 2022, the Deputy Supervisor was appointed Chief Counsel of the Township. This added a number of responsibilities to the Deputy Supervisor's position. In addition to his statutory duties as the Deputy Supervisor, he now handles legal matters for the Township, and directs the legal work in the Township with outside counsel, including labor and employment counsel, prosecution services, general township legal counsel and the police legal advisor. This additional workload creates efficiencies between legal and administrative service in the Township. Since the Deputy Supervisor began the additional workload of Chief Counsel, he has taken a backlog of 11 cases down to 4, with 5 long-time cases closed in 2023.

In addition to directing external legal work, the Deputy Supervisor's workload also includes internal contract creation and contract review before signature, thereby saving external legal costs of at least \$14,000 per month or \$162,000 per year. The legal work accomplished by the Deputy Supervisor has also saved the Township the expense of adding an additional internal corporate counsel for the previously budgeted amount of \$160,000.

This contract is an annual cost of \$23,800, including all fringe benefits, for five years.

BACKGROUND INFORMATION: The Canton Board of Trustees approved an organizational assessment by Novak Raftelis in February of 2021. Out of that assessment came the recommendation to create and fund a Deputy Supervisor position to supplement the increased responsibilities of the Supervisor's office. The Deputy Supervisor position was approved at the July 27th, 2021 board meeting.

Canton Township has been growing steadily over the last decade and is the 9th largest municipality in Michigan with 98,600 residents. While Canton is at the top range in community size and tax base, the professional administration has not been provided for some time. The needs of the community have also continued to grow due to the larger population, which lead to increased governmental services and governing functions and requirements to Canton residents. Due to the requirements to meet community needs and board goals, a Deputy Supervisor was recommended to be created by an organizational assessment completed by Novak Raftelis in February of 2021.

The successful implementation of the organization-wide initiatives identified by the Board and described in the assessment created a need for high-level project oversight and management

capacity in the Supervisor's Office. In addition, it was important to ensure that the Township Supervisor's span of control is reasonable and allows the Supervisor to focus on broader strategic issues, community relations, and Board relations. Cities and Townships have diverse organizational structures which include: Supervisor/Mayor, Deputy Supervisor/Mayor, Manager/Administrator/Executive Assistant, or Deputy Manager/Administrator/Assistant. Canton is the only municipality with a population over 50,000 who had a sole individual Executive prior to 2021.

Since being appointed in September, 2021, the Deputy Supervisor has assisted with a number of Township initiatives and provided administrative oversight of the Board's agenda, including the organizational-wide initiatives (board goals) which were set in June, 2021. He has also assisted in settling four (4) contracts with the Township's labor force, helped renew funding for the Western Wayne Therapeutic Recreation Program, revamped the part-time wage scale, updated the Township's Merit Policy and reorganized key Township departments to improve efficiency and the administration of Township business.

As Chief Counsel, he has managed numerous lawsuits and legal issues to a favorable outcome for the Township.

STRATEGIC PLAN/GOALS: Organizational Climate and Culture/Financial Stability

ACTION REQUESTED: Approve the contract with the Deputy Supervisor and Chief Counsel.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: A budget amendment utilizing fund balance will be required to accommodate the contract:

Increase Revenues: Fund Balance Appropriation	101-000.695	23,800
Increase Expenditures: Various Salaries & Fringes	101-171.703/724_xxxx	23,800

IMPLEMENTATION PLAN:

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the employment contract and related budget amendments included for the Deputy Supervisor and Chief Counsel.

ATTACHMENTS:

1. Agreement