



**CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
APRIL 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/82729055934>

Or One tap mobile:

1-301-715-8592 (82729055934#) or 1-305-224-1968 (82729055934#)

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Webinar ID: 827 2905 5934

International numbers available: <https://us02web.zoom.us/j/82729055934>

6:00 P.M.:

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ADOPTION OF AGENDA

APPROVAL OF MINUTES: 3/26/24 & 4/2/24

PUBLIC COMMENT ON AGENDA ITEMS ONLY

PAYMENT OF BILLS

PRESENTATION:

- 1) SIDEWALK GAP PROGRAM
- 2) YOUTH ADVISORY COUNCIL

CONSENT CALENDAR:

- 1) CONSIDER APPROVAL OF ONE 2024 F-450 MAINTENANCE TRUCK (MSD)
- 2) CONSIDER APPROVAL OF THE PURCHASE OF ONE 2024 FORD TRANSIT FOR THE DEPARTMENT OF PUBLIC WORKS (MSD)
- 3) CONSIDER AWARD OF A BID AND PURCHASE ORDER TO MOTOR CITY ELECTRIC FOR INSTALLATION OF A NEW SUPERVISORY CONTROL AND DATA ACQUISITION SYSTEM – SCADA (MSD)

- 4) CONSIDER APPROVAL OF A PURCHASE ORDER TO KJP ROOFING AND SHEET METAL FOR REMOVAL AND REPLACEMENT OF FIRE III ROOF (MSD)
- 5) CONSIDER APPROVAL OF HERITAGE PARK ELECTRICAL SUB PANEL INSTALLATION (MSD)
- 6) CONSIDER REQUEST TO INCREASE BLANKET PURCHASE ORDER FOR PSD – IT SYSTEMS TECHNICAL SUPPORT (POLICE)
- 7) CONSIDER APPROVING AN INCREASE TO THE BLANKET PURCHASE ORDER ISSUED TO KENT COMMUNICATIONS, INC. (SUPERVISOR)

GENERAL CALENDAR:

- 1) CONSIDER RESOLUTION TO APPROVE WATER AND SEWER RATES FOR THE 2024 FISCAL YEAR PURSUANT TO PART I, CHAPTER 74 ENTITLED “UTILITIES”, ARTICLE II, DIVISION 2, SUBDIVISION II ENTITLED “SCHEDULE OF RATES AND CHARGES”, SECTION 74-83 (MSD)
- 2) CONSIDER APPROVAL OF AN AGREEMENT AND PURCHASE ORDER TO HAZEL COFFEE, LLC FOR A TOWNSHIP WORK STUDY PROGRAM (CD)
- 3) CONSIDER APPROVAL OF A PURCHASE ORDER FOR SOUND & LIGHTING SUPPORT SERVICES FOR THE 2024 LIBERTY FESTIVAL (CD)
- 4) CONSIDER AWARD OF AGREEMENT AND APPROVAL OF A PURCHASE ORDER FOR RENTAL OF TENTS, TABLES, AND CHAIRS FOR THE LIBERTY FESTIVAL (CD)
- 5) CONSIDER APPROVAL OF A CONTRACT CHANGE FOR OHM ADVISORS FOR ENGINEERING & PLANNING SERVICES FOR THE INITIAL PHASE OF CHERRY HILL VILLAGE (CD)
- 6) CONSIDER APPROVAL OF A BUDGET AMENDMENT AND CONTRACT AGREEMENT TO OHM ADVISORS FOR THE ENGINEERING SERVICES AND BID DOCUMENT ASSISTANCE FOR CHERRY HILL VILLAGE TOWN SQUARE PHASE I (CD)
- 7) REQUEST BUDGET AMENDMENTS TO THE 2024 CAPITAL IMPROVEMENT PLAN (FBD)
- 8) CONSIDER APPROVAL FOR A PURCHASE ORDER FOR THE RECONSTRUCTION OF THE HERITAGE PARK SHADE SAIL STRUCTURE LABOR AND EQUIPMENT (CLS)
- 9) CONSIDER APPROVAL OF AN INTER-GOVERNMENTAL AGREEMENT BETWEEN WAYNE COUNTY AND CANTON TOWNSHIP FOR HERITAGE PARK PAVEMENT AND ELECTRICAL (CLS)
- 10) CONSIDER APPROVAL OF A PURCHASE ORDER FOR CRIMBOLI NURSERY, INC. FOR PARK TREE PLANTING SERVICES (CLS)
- 11) CONSIDER APPROVING AN AMENDMENT TO THE PARTNERS IN ARCHITECTURE AGREEMENT TO INCLUDE GEOTECHNICAL ANALYSIS, ALONG WITH AN AMENDMENT TO THE 2024 FIRE BUDGET (FIRE)
- 12) CONSIDER RENEWING THE LICENSE PLATE READER ANNUAL SUBSCRIPTION (POLICE)

13) CONSIDER WAIVING THE BIDDING PROCESS TO PURCHASE 12 TASER X26P UNITS
AND ACCESSORIES FROM SOLE SOURCE, AXON ENTERPRISE, INC. (POLICE)

14) CONSIDER APPROVAL OF REAPPOINTMENT TO THE COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) ADVISORY COUNCIL (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 – March 26, 2024**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, March 26, 2024, in-person. Supervisor Graham-Hudak called the meeting to order at 7:00 p.m.

Members Present: Borninski, Ganguly, Graham-Hudak, Siegrist, Slavens, Sneiderman

Members Absent: Foster

Adoption of Agenda:

Motion by Siegrist, supported by Sneiderman to adopt the agenda as presented. Motion carried unanimously.

Approval of Minutes:

Motion by Siegrist, supported by Borninski to approve the minutes from March 12, 2024. Motion carried unanimously.

Public Comment: Public comment was held.

Payment of Bills:

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

CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF March 26, 2024		
101	GENERAL FUND	782,366.06
204	ROADS FUND	111,937.44
206	FIRE FUND	416,062.92
207	POLICE FUND	627,484.30
208	COMMUNITY CENTER FUND	89,436.27
219	STREET LIGHTING FUND	26,249.86
230	CABLE TV FUND	9,853.41
246	COMMUNITY IMPROVEMENT FUND	121,149.00
248	DDA - CANTON	37,847.08
260	INDIGENT DEFENSE FUND	0.00
261	E-911 UTILITY	53,974.34
265	ORGANIZED CRIME - DRUG ENFORCEMENT	0.00
274	CDBG FUND	3,025.59
276	NSP GRANTS FUND	0.00
284	OPIOID SETTLEMENT FUND	2,230.84
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	377,392.44
402	CAP PROJ - WATER & SEWER	0.00
403	CAP PROJ - ROAD PAVING	2,301.30

404	CAP PROJ - CHV DEVELOPMENT	52,837.75
584	GOLF FUND	182,777.05
592	WATER & SEWER FUND	1,565,334.27
596	GARBAGE & RUBBISH COLLECTIONS	6,594.83
661	FLEET MAINTENANCE FUND	43,507.55
701	TRUST & AGENCY FUND	5,045.00
702	CUSTODIAL FUND	444.00
736	POST EMPLOYMENT BENEFITS FUND	133,324.14
852	SPECIAL ASSESSMENT DEBT SERVICE	0.00
TOTAL - ALL FUNDS		4,651,175.44

Resolution:

Item R-1. Resolution Declaring the Month of April as “Fair Housing Month” in Canton Township

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

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

Resolution Declaring the Month of April as “Fair Housing Month” in Canton Township

Whereas the year 2024 marks the 56th anniversary of the passage of the Federal Fair Housing Act: Title VIII of the Civil Rights Act of 1968, as amended;

Whereas this law guarantees that housing throughout the United States should be made available to all citizens without regard to race, color, religion, sex, family status, disability or national origin;

Whereas equality of opportunity for all is a fundamental policy of this nation, state and township; and,

Whereas, barriers which diminish the rights and limit the options of any citizen will ultimately diminish the rights of all citizens; now therefore be it,

Resolved, that the Charter Township of Canton Board of Trustees designates the month of April 2024 as “Fair Housing Month” in Canton Township. We encourage the residents of our community to join in this observance.

Motion carried unanimously.

Consent Calendar:

Item C-1. Consider Purchase of Water Meters and Metering Control Devices

Motion by Siegrist, supported by Slavens to accept the quote from Etna Supply Company and approve a purchase order not to exceed \$358,661 and authorize the Public Works Division to purchase the necessary meter equipment and supplies; further move to waive the Finance Purchasing Policy requiring formal

bids, as these items are supplied under a sole-source contract through the Etna Supply Company. Motion carried unanimously.

Item C-2. Consider Approving the Purchase of Brass Fittings and Stop Boxes and Rods

Motion by Siegrist, supported by Slavens to award a contract for the purchase of brass fittings, stop boxes and rods to ETNA Supply Co for an amount not to exceed \$39,405. Motion carried unanimously.

Item C-3. Consider Approving the Purchase of Water Main Repair Clamps

Motion by Siegrist, supported by Slavens to award a contract for the purchase of 109 water main repair clamps to ETNA Supply Co for an amount not to exceed \$24,895. Motion carried unanimously.

Item C-4. Consider Approving the Purchase of Water Main Parts

Motion by Siegrist, supported by Slavens to award a contract for the purchase of 172 various water main parts to Core and Main for an amount not to exceed \$32,026.94. Motion carried unanimously.

Item C-5. Consider Approval of the Purchase of a CAT 430 AMPR Backhoe Loader

Motion by Siegrist, supported by Slavens to award a purchase order contract to Michigan CAT for an amount not-to-exceed \$171,100 for the purchase of a new 2024 CAT 430 AMPR Backhoe Loader. Motion carried unanimously.

Item C-6. Consider Approval of Roof Top Unit #2 Replacement at The Summit on The Park

Motion by Siegrist, supported by Slavens to approve the above listed budget amendment, to award a contract and issue a purchase order to Rolls Mechanical, 1490 Torrey Rd. Suite D. Fenton, MI 48430 in the amount of \$211,304 which includes a contingency of \$18,196.54. Motion carried unanimously.

General Calendar:

Item G-1. Consider Approval of the Third Amendment to the Final Planned Development District for Springs at Willow Creek (formerly named Wellington on the Willow, Tremont Place, and Tremonte Place) and Site Plan for Springs at Willow Creek

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

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

Approval of Planned Development District Amendment No. 3 and Approval of the Site Plan for Springs at Willow Creek (formerly named Wellington on the Willow, Tremont Place, and Tremonte Place)

Whereas the Project Sponsor has requested approval of Amendment No. 3 to the Springs at Willow Creek Planned Development District (Planning Application #049-PDDA-8065) and approval of the Site Plan for Springs at Willow Creek (Planning Application #049-

SPD-8063), located on the east side of Lotz Road between Ford Road and Cherry Hill Road;

Whereas the Planning Commission reviewed the Amended Planned Development Plan and Planned Development Agreement, and voted 8-0 to recommend approval of the request, with conditions, as it meets the criteria for a Planned Development, results in definite benefits to the community, and complies with the applicable site design requirements of the Zoning Ordinance except where modifications are approved or revisions are required; and,

Whereas the Planning Commission reviewed the Site Plan and applicable criteria, and voted 8-0 to recommend approval of the request, with conditions, as it is consistent with the Planned Development District and Conditional Rezoning agreement and meets the requirements of the Charter Township of Canton Zoning Ordinance; now therefore be it;

Resolved, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve Amendment No. 3 to the Springs at Willow Creek Planned Development (Planning Application #049-PDDA-8065) and the Site Plan for Springs at Willow Creek (Planning Application #049-SPD-8063) as proposed in the Planned Development Agreement and site plan documents, subject to all State, County, and Township requirements, including compliance with the sign standards of Article 6A, and subject to acceptable review of the Lotz Road Sewer District Pump Station Reimbursement Agreement by Township legal counsel and the Municipal Services Department prior to Township Board action on the Reimbursement Agreement.

Motion by Graham-Hudak, supported by Borninski to table the resolution. Motion carried unanimously.

Item G-2. Consider First Reading of Amendments to the Code of Ordinances and the Zoning Ordinance to Amend Several Sections Related to Fences, Walls, and Borders

Motion by Siegrist, supported by Sneiderman to introduce and hold the first reading of the proposed amendments to the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance, which amends Appendix A – Zoning, Section 1.03 (Definitions) and Section 2.20 (Fences, Walls, and Borders), and amends Chapter 78, Article 5 (Fences, Walls, and Borders); further, to postpone consideration of the amendment for a second reading on April 9, 2024. Motion carried unanimously.

Item G-3. Consider Authorization of a Resolution to Sign a Contract with Michigan Department of Transportation (MDOT) for the Purposes of Establishing a Legislative Earmark

Motion by Siegrist, supported by Slavens to adopt a resolution approving the above referenced contract and authorizing the signature of the Township Supervisor, a certified copy of the contract and this resolution and will be sent to MDOT; also, to adopt a resolution stating that the Township agrees to abide by all guidelines, stipulations, and requirements set forth in the contract; further, to adopt a resolution in connection with the performance of services under this contract, the Charter Township of Canton agrees to comply with the State of Michigan provisions for “Prohibition of Discrimination in State Contracts,” as set forth in Appendix A of the contract. This provision will be included in all subcontracts relating to this Contract. Motion carried unanimously.

Item G-4. Consider Authorizing an Increase to Purchase Order 2024-904 for the 2024 Sidewalk Replacement Program, Sidewalk and Concrete Work and Issue a Purchase Order for Construction of Sidewalk Gaps to Rotundo Construction Inc.

Motion by Siegrist, supported by Sneiderman to approve an increase of \$90,000 to Purchase Order 2024-904 to \$1,029,000 to provide for additional funds in the amount of \$50,000 for metro act repairs and \$40,000 for road repair to Rotundo Construction Inc., and to approve the budget amendment listed above and to issue a Purchase Order in the amount of \$500,000 to Rotundo Construction Inc., for the construction of various sidewalk gaps within the Township. Motion carried unanimously.

Item G-5. Consider Award of a Contract to Cipparrone Contracting Inc. for the 2024 Local Road Improvement Program – Concrete

Motion by Siegrist, supported by Slavens to award a contract and issuance of Purchase Order for the 2024 Local Road Improvements Program – Concrete to Cipparrone Contracting Inc. for a total award of \$1,230,295 and to approve continuation of this contract as described in the Background, for 2025 through 2028, to Cipparrone Contracting Inc. Motion carried unanimously.

Item G-6. Consider Award of a Contract to Nagle Paving Company for the 2024 Local Road Improvement Program - Asphalt

Motion by Siegrist, supported by Borninski to award a contract and issuance of Purchase Order for the 2024 Local Road Improvements Program – Asphalt to Nagle Paving Company for a total award of \$748,857.25 and to approve continuation of this contract as described in the Background, for 2025 through 2028, to Nagle Paving Company. Motion carried unanimously.

Item G-7. Consider Approval of Heritage Park Fishing Pier and Bridge Deck Replacement

Motion by Siegrist, supported by Borninski to approve the above listed budget amendment, to award a contract and issue a purchase order to Carpentry Concepts, 18786 Susanna, Livonia, MI 48152 in the amount of \$33,000. Motion carried unanimously.

Item G-8. Request Approval to Purchase ESRI Training for GIS Coordinator

Motion by Siegrist, supported by Slavens to approve a purchase order in the amount not to exceed \$3,000 to purchase ArcGIS Enterprise: Administration Workflows training for the GIS Coordinator. Motion carried unanimously.

Item G-9. Consider Adding New Seats to Indigov Software Program

Motion by Siegrist, supported by Borninski to approve the updated Indigov renewal contract and the above-mentioned budget amendment of \$30,000. Motion carried unanimously.

Item G-10. Consider Reappointment to the Historic District Commission

Motion by Siegrist, supported by Borninski to reappoint JoAnn Dionne to the Canton Historic District Commission for a three-year term effective through March 26, 2027. Motion carried unanimously.

Item G-11. Consider Approval of Deferred Retirement Option Program (DROP) and Additional Benefit Changes for the Director of Police Services

Motion by Siegrist, supported by Slavens to approve the attached resolution from MERS approving the adoption of the Deferred Retirement Option Program for Division 23; further, to approve the above-mentioned budget amendment and the following benefit changes for the Public Safety Director once eligible and entered into the Deferred Retirement Option Program:

- Monthly Auto Allowance of \$400/month;
- Monthly 457 Contributions in an amount equal to the difference between what the DROP program allows and what the employee would have received had they retired, less the auto allowance;
- The buyout of their PTO time upon entering the DROP program, with no future buyouts of PTO allowed.

Motion carried unanimously.

Additional Public comment was held.
Additional Board comment was held.

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

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

**Charter Township of Canton
Board Proceedings – April 2, 2024**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, April 2, 2024 in person. Supervisor Graham-Hudak called the meeting to order at 6 p.m.

Members Present: Borninski, Foster, Ganguly, Graham-Hudak, Siegrist, Slavens
Members Absent: Sneedman

Adoption of Agenda:

Motion by Siegrist, supported by Slavens to adopt the agenda as presented. Motion carried unanimously.

General Calendar:

Item G-1. Consider Approval of the Third Amendment to the Final Planned Development District for Springs at Willow Creek, formerly named Wellington on the Willow, Tremont Place, and Tremonte Place, and Site Plan for Springs at Willow Creek

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

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

Approval of Planned Development District Amendment No. 3 and Approval of the Site Plan for Springs at Willow Creek (formerly named Wellington on the Willow, Tremont Place, and Tremonte Place)

Whereas the Project Sponsor has requested approval of Amendment No. 3 to the Springs at Willow Creek Planned Development District (Planning Application #049-PDDA-8065) and approval of the Site Plan for Springs at Willow Creek (Planning Application #049-SPD-8063), located on the east side of Lotz Road between Ford Road and Cherry Hill Road;

Whereas the Planning Commission reviewed the Amended Planned Development Plan and Planned Development Agreement, and voted 8-0 to recommend approval of the request, with conditions, as it meets the criteria for a Planned Development, results in definite benefits to the community, and complies with the applicable site design requirements of the Zoning Ordinance except where modifications are approved or revisions are required; and,

Whereas the Planning Commission reviewed the Site Plan and applicable criteria, and voted 8-0 to recommend approval of the request, with conditions, as it is consistent with the Planned Development District and Conditional Rezoning agreement and meets the requirements of the Charter Township of Canton Zoning Ordinance; now therefore be it;

Resolved, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve Amendment No. 3 to the Springs at Willow Creek Planned Development (Planning Application #049-PDDA-8065) and the Site Plan for Springs at Willow Creek (Planning Application #049-SPD-8063) as proposed in the Planned Development Agreement, site plan documents, and EV charging proposal, subject to all State, County, and Township requirements, including compliance with the sign standards of Article 6A, and subject to acceptable review of the Lotz Road Sewer District Pump Station

Reimbursement Agreement by Township legal counsel and the Municipal Services Department prior to Township Board action on the Reimbursement Agreement.

Motion carried with Siegrist voting no.

Study Session:

- 1) Consideration for Micro Transit in Canton Township

Motion by Siegrist, supported by Foster to support an MOU. Motion carried unanimously.

- 2) Youth Advisory Council (Y.A.C.) Proposal
- 3) Update on Cherry Hill Village Projects

Public Comment:

Public Comment was held.

Adjourn:

Motion by Borninski, supported by Foster to adjourn the meeting. Motion carried unanimously.

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM #C-1

ITEM: Consider Approval of One 2024 F-450 Maintenance Truck

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: The Department of Public Works has a 2008 F-450 that is due for replacement. Currently, this vehicle meets three of the four criteria for replacement according to the Fleet Replacement Policy PW:607. It is 16 years old, has under 100,000 miles. Public Works has determined though the 2008 truck does not have high mileage, the high number of hours and the costly repairs on the engine used to run the hydraulic tools (tap machine, boring machine, water pumps, jack hammer, valve turning machine and many other hand tools)

The Township will utilize the MiDEAL #4WDM-0116 Contract #180000001104 pricing received from Gorno Ford.

The vehicle that is proposed to be purchased has been evaluated for alternative fueling sources including electric. It should be noted that this vehicle will not be a Hybrid or Electric model due to the limited availability of fully Electric Vehicles or Hybrid Vehicles at this time.

BACKGROUND: The Fleet Replacement Policy PW:607 has four criteria to establish replacement of an existing vehicle; 1) Vehicle Age, 2) Vehicle Mileage, 3) Maintenance & Repair Costs, and 4) Physical Appearance/Condition.

STRATEGIC PLAN/GOALS: Ensuring that the Canton Township fleet includes hybrid and or electric vehicles and maintaining the assets, to extend the useful life cycle until replacement is necessary.

ACTION REQUESTED: Accept the quote from Gorno Ford from the Mi-Deal contract # 180000001104 for a 2024 F-450 Extended Cab 4x4 DRW-chassis with utility box in the amount of \$105,977.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The cost to purchase one (1) 2024 Ford F-450 with utility box in the amount of \$105,977 from Gorno Ford via MI-DEAL Contract ##4WDM-0116 Contract #180000001104. Funds are budgeted in the 592-536.970_0040 Capital Outlay Vehicles account in the amount of \$110,000.

IMPLEMENTATION PLAN:

Upon approval by the Township Board, the purchase order will be created. Delivery can be expected in 6 months. The new vehicle will be delivered to the Fleet Service Center.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION

I move to approve the purchase of one ((1) 2024 Ford F- 450 with utility box in the amount of \$105,977 from Gorno Ford via MI-DEAL Contract ##4WDM-0116 Contract #180000001104.

ATTACHMENTS:

1. Gorno Ford Pricing and spec sheet
2. Knapheide Utility Box
3. Fleet Replacement Policy PW:607

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM:C-2

ITEM: Consider Approval of the Purchase of One 2024 Ford Transit for The Department of Public Works

PRESENTER: Dave Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: Public Works has a 1999 Ford F-450 that is due for replacement. Currently, this vehicle meets three of the four criteria for replacement according to the Fleet Replacement Policy PW:607. It is 25 years old, has just under 100,000 miles and is also beginning to show rust on the body and frame. Public Works has determined that a van would better serve the needs of the department. If approved by the Board, Public Works will purchase a 2024 Ford Transit van as a replacement to the 1999 Ford-F-450.

Public Works has determined that the optional steel safety bulkhead is a worthwhile addition. This bulkhead is meant to protect the driver and passenger from being struck by cargo in the event of an accident.

The Township will utilize the MiDEAL Contract #071B7700181 pricing received from Gorno Ford.

The vehicle that is proposed to be purchased has been evaluated for alternative fueling sources including electric. It should be noted that this vehicle will not be a Hybrid or Electric model due to the limited availability of fully Electric Vehicles or Hybrid Vehicles at this time.

BACKGROUND: The Fleet Replacement Policy PW:607 has four criteria to establish replacement of an existing vehicle; 1) Vehicle Age, 2) Vehicle Mileage, 3) Maintenance & Repair Costs, and 4) Physical Appearance/Condition.

STRATEGIC PLAN/GOALS: Ensuring that the Canton Township fleet includes hybrid and or electric vehicles and maintaining the assets, to extend the useful life cycle until replacement is necessary.

ACTION REQUESTED: Approve the purchase of one (1) 2024 Ford Transit with all additional options listed in the Quote for Public Works.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The cost to purchase one (1) 2024 Ford Transit with all additional options listed on the is \$67,228 from Gorno Ford via MI-DEAL Contract # 071B7700181. Funds are budgeted in the 592-536/537.970_0040 Capital Outlay Vehicles account in the amount of \$67,269.

IMPLEMENTATION PLAN: Upon approval by the Township Board, the purchase order will be created. Delivery can be expected in 6 to 9 months. The new vehicle will be delivered to the Fleet Service Center.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve the purchase of one (1) 2024 Ford Transit with the additional options quoted from Gorno Ford. 22025 Allen Road Woodhaven, Mi 48183 via the MI-DEAL Contract #071B7700181 in the amount of \$67,228.

ATTACHMENTS:

1. Gorno Ford Pricing and Spec Sheet
2. Fleet Replacement Policy PW:607

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM:C-3

ITEM: Consider Award of a Bid and Purchase Order to Motor City Electric for Installation of a New Supervisory Control and Data Acquisition System - SCADA
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PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Canton Township has solicited qualified proposals to design and implement a new Supervisory Control and Data Acquisition (SCADA) system and instrumentation for six (6) pressure reducing valve vaults, one (1) water storage tank/booster station, and four (4) wastewater lift stations. Canton Township Public Works is seeking to install the following assets: A/R new control panels, new PLC's and I/O, new HMI units, new cellular or radio-based telemetry, battery backups, instrumentation, and a locally hosted SCADA system with spare capacity for future sites if needed. Public Works received just one Proposal from Motor City Electric in the amount of \$511,686.

BACKGROUND: Canton Township currently has SCADA monitoring systems in place at the following locations, water booster station, sanitary sewer pump stations and pressure reducing stations and is looking to update those systems. These systems provide real-time data, control, and visualization for managing and monitoring processes, making them valuable for improving operational efficiency and decision-making. Some key benefits of using SCADA monitoring include real time monitoring, remote monitoring, data storage and alarms and notifications.

STRATEGIC PLAN/GOALS: Quality Infrastructure- Providing Quality Water and Sewer services to our customers.

ACTION REQUESTED: Authorize the Department of Public Works to award this bid with Motor City Electric Technologies Inc. and issue the purchase order for this project.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds will come from public works Capital Outlay Machinery and Equipment, account #592-536/537.970_0030 in the amount of \$511,686.

IMPLEMENTATION PLAN: Upon approval, the purchase order would be issued to Motor City Electric Technologies Inc. and the order placed. Delivery and installation are anticipated to take six months for completion.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the purchase and installation of the new SCADA system to Motor City Electric Technologies Inc.in the amount of \$511,686.

ATTACHMENTS:

1. Motor City Electric Technologies Inc. Bid Sheet
2. Responsible Contracting Memo

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM #C-4

ITEM: Consider Approval of a Purchase Order to KJP Roofing and Sheet Metal for Removal and Replacement of Fire III Roof

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: Beginning in 2024 the Board of Trustees adopted a new Capital Improvement Plan which included the replacement of Fire III roof. The roof is original from 2004 with a life expectancy of 20 to 25 years. Fire III roof has multiple areas that have begun to fail which has compromised the integrity of the building.

BACKGROUND: Fire Station III was built in 2004 and currently has the original roof, the past couple of years the roof has shown increased failures throughout the entire roof. Some areas you can see from ground level the bowing and warping due to water damage. One other area has created a safety concern with ice building up directly above an entry way into the building. Under the new CIP we budgeted funds for this project and came in under during the RFP process.

This RFP utilized Responsible Contracting and each bidder was scored under the criteria.

STRATEGIC PLAN/GOALS: Quality Infrastructure

ACTION REQUESTED: Award the contract and purchase order to KJP Roofing and Sheet Metal in the amount of \$98,917.50 which includes a 10% contingency of \$8,992.50 for the replacement of the Fire III Roof.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The project above falls within the budgeted amount of CIP to be paid from 206-336-50.970_0020 Capital Outlay Buildings.

IMPLEMENTATION PLAN: Upon Board Approval, a purchase order will be generated and vendor contacted to begin the project.

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

- 1) I move to approve the contract and purchase order to KJP Roofing & Sheet Metal, 46958 N Gratiot Suite 174, Chesterfield MI, 48051, in the amount of \$98,917.50 which includes a 10% contingency of \$8,992.50 for the replacement of the Fire III Roof.

ATTACHMENTS:

- A. Fire III Bid Specifications
- B. Bid Tabulation
- C. Responsible Contracting Scores

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM #C-5

ITEM: Consider Approval of Heritage Park Electrical Sub Panel Installation

PRESENTER: David Norwood, Director Municipal Services

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Heritage Park is host for various events for Township and public use. Some of the events require power, which the park currently has very limited options to provide, resulting in generator rentals. Installing this electrical infrastructure would provide better service, more programming options, and reduce the costs of renting generators that produce CO admissions into our environment.

BACKGROUND: Heritage Park is host for a lot of events, a few to mention that this would benefit is Liberty Fest, Holiday lights, and Concerts in the park. Having the ability to tap into permanent power on the park grounds will save the Township costs on renting generators at the same time reducing the CO admissions into the environment. MSD has been working alongside CLS to create the infrastructure and what locations would be most desirable to the team.

This RFP utilized Responsible Contacting and each bidder was scored under the criteria.

STRATEGIC PLAN/GOALS: Improve Infrastructure, Quality Infrastructure

ACTION REQUESTED: Award the bid to Decima LLC in the amount of \$74,913.50 which includes a 15% contingency of \$9,771.32 for the Heritage Park Electrical Sub Panel Installation.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds are being paid by Wayne County Parks Millage, Account #101-752-99.970_0080 Capital Outlay Land Improvements.

IMPLEMENTATION PLAN: Upon Board approval, a purchase order will be generated, and a contract will be issued.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move to approve the contract and purchase order to Decima LLC, 16870 Schaefer Hwy, Detroit, MI 48235, in the amount of \$74,913.50 which includes a 15% contingency of \$9,771.32 for the Heritage Park Electrical Sub Panel Installation.

ATTACHMENTS:

1. Invitation to Bid
2. Bid Tab
3. Responsible Contracting Scores

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM #C-6

**ITEM: Consider Request to Increase Blanket Purchase Order for PSD – IT Systems
Technical Support**

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting to increase the blanket purchase order # 2024-0000259 issued to Electronic Tech Solutions, LLC, by \$25,000.

BACKGROUND INFORMATION: The Police Department has been utilizing the services of Electronic Tech Solutions, LLC, to assist with PSD-IT System Technical Support since the department's IT employee resigned in August. The position was filled this month and the new employee has just started the six-month probationary period. This additional funding will ensure adequate funds for Electronic Tech Solutions LLC to work with the new employee during training, and to keep them on board as a back-up if needed during the remainder of 2024, as suggested by the ITI Director Victor Ibegbu.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Increase the blanket purchase order #2024-00000259 issued to Electronic Technical Solutions by \$25,000 for continued PSD-IT systems support.

BUDGET IMPLICATIONS: Funds for this increase will be expensed from the 2024 Professional & Contracted Services Account #207-301-50.801_0050. (This expense is partially offset by the savings in salaries/fringes for the first quarter.)

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 increasing blanket purchase order #2024-00000259 issued to Electronic Technical Solutions by \$25,000 for continued PSD-IT support.

ATTACHMENTS: Att. A – Purchase Order #2024-0000259

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM# C-7

ITEM: Consider Approving an Increase to the Blanket Purchase Order Issued to Kent Communications, Inc.

PRESENTER: Anne Marie Graham Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: The Board approved a blanket purchase order for Kent Communications, Inc. (KCI) for the calendar year 2024. This purchase order, which is part of the Assessor's budget, covers charges for printing and mailing of Personal Property Assessment Change Notices. Due to increased postage rates and printing costs, the purchase order needs to be increased by \$2,000.

BACKGROUND INFORMATION:

KCI is the company used by Wayne County Appraisal for all printing and mailing of Personal Property Assessment notices.

In 2023, we had to increase the KCI Purchase Order to \$19,500. For 2024, we opened it for \$20,000 in an effort to get ahead of rising costs. Due to a larger than expected increase in postage and printing costs, we still need \$2,000 more to cover a current invoice and also an invoice that will come in fall of 2024.

We analyzed a breakdown for charges in 2023 vs 2024, which included a 2024 rate increase for the set-up fees, processing fees, and postage rate. We receive a discount for multiple units, and the Assessor's office also provided information on what the cost would be if they did not include Canton in their multiple unit discount. The Assessor does obtain quotes each year, and KCI continues to quote the lowest rate.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Increase blanket purchase order #668 issued to KCI by \$2,000.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: There is enough money overall in the Assessor's budget to cover this increase.

IMPLEMENTATION PLAN: Upon approval, Finance will increase the P.O. amount.

DIRECTOR'S RECOMMENDATION: N/A

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to increase the blanket purchase order to KCI in the amount of \$2,000.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM:G-1

ITEM: Consider Resolution to Approve Water and Sewer Rates for the 2024 Fiscal Year Pursuant to Part I, Chapter 74 Entitled “Utilities”, Article II, Division 2, Subdivision II Entitled “Schedule of Rates and Charges”, Section 74-83

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Each year staff prepares a comprehensive analysis of proposed rates and charges for water and sewer services based on the true cost-of-service. The Board has adopted those recommendations and it is now necessary to adopt a resolution to reflect the changes being proposed.

In order to satisfy the revenue requirements for the 2024 fiscal year, the attached rate changes are recommended for adoption by the Board of Trustees. It is important to note that the proposed increases represent approximately half the current inflation rate. Additionally, the current use of cash balance will smooth out future impacts on rates. The new rates would take effect on all customers’ bills starting May 1, 2024 and represents an average bi-monthly increase of less than .02% to the user.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Introduce and adopt the resolution

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Adoption of the resolution with an effective date of May 1, 2024.

DIRECTOR’S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION: Approval

SUPERVISOR’S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve a resolution as follows:

WHEREAS, Chapter 74, Division 2, Subdivision II, §74-83. *Schedule of rates and charges* of the Code of Ordinances for the Canton Charter Township provides that the Township Board shall annually adopt the rates, fees or charges charged for services provided by resolution to ensure the sound financial operation of the water or sewer systems; and

WHEREAS, the Director of Finance and the Director of Municipal Services Division have reviewed the operational condition of the Township’s water and sewer system and have recommended adoption of the rates set forth in the attached document;

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM # G-2

ITEM: Consider Approval of an Agreement and Purchase Order to Hazel Coffee, LLC for a Township Work Study Program

PRESENTER: Jonathan LaFever, Community Development Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: Canton Leisure Services is currently in the process of partnering with Hazel coffee to create a work study program for special needs youth/young adults, people of color, minorities, and low socioeconomic status youth. Funded through the Out of School Time Grant awarded to the BLOCK Youth and Teen Center, this program will provide invaluable job-training in math, customer service, business, and literacy. Overall, this experience would provide participants with higher self-esteem, independence, responsibility, and community connectedness; each of which helps participants to sustain and accelerate learning in critical educational avenues. Canton Leisure Services is requesting approval of a contract with Hazel Coffee, LLC to provide a work study program for a fee of \$9,500, to be paid with Out of School Time grant funds.

BACKGROUND: At the January 9, 2024, Board Meeting, the Board of Trustees approved to accept the Out of School Time Learning Grant for a total of \$84,197 (Item #G-2.) This grant will be used towards many Leisure Services recreational programs and services including the new work study program which partners with Hazel coffee, LLC to provide work experience, training in math, customer service, business, literacy, and invaluable life skills.

The total estimated cost of the pilot project for 10 participants is \$14,900, with the entire training program being covered by the Out of School Time Grant. The program includes 40 hours of on-site training for youth, materials, technology, equipment, and supplies.

The coffee shop initiative will foster higher self-esteem, independence, responsibility, and a sense of community belonging. These achievements will directly enhance participants' school attendance and academic outcomes by promoting sustained and accelerated learning in crucial educational areas. Additionally, the coffee shop and related employee trainings will function as a structured and supportive environment that encourages and reinforces positive behaviors among participants, ultimately promoting personal growth, responsible decision-making, and a more constructive and harmonious community. Participants will receive practical job training

and hands-on experiences resulting in the acquisition of a wide range of valuable skills, all of which will be evaluated through pre- and post-surveys to measure change.

STRATEGIC PLAN/GOALS: Welcoming Community, Financial Stability

ACTION REQUESTED: If approved, a contract will be signed and a purchase order will be submitted for Hazel Coffee LLC, 3023 Woodmanor Court, Ann Arbor, MI 48108 for the work study program for a total amount of \$9,500.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: A total budget of \$14,900 will be funded by the Out of School Time Grant with \$3,600 to be paid from account number 101-756-50-762-0020 and \$11,300 to be paid from account number 101-756-50-801-0053.

IMPLEMENTATION PLAN: Upon approval a contract will be signed, and a purchase order generated.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve an agreement and purchase order with Hazel Coffee, LLC for a total of \$9,500 to provide a work study program utilizing the Out of School Time Grant funding.

ATTACHMENTS:

Attachment A - Agreement

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM #G-3

ITEM: Consider Approval of a Purchase Order for Sound & Lighting Support Services for the 2024 Liberty Festival

PRESENTER: Jon LaFever, Community Development Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: In March of 2024, a Request for Proposal was solicited for sound and lighting support services for Canton's Liberty Festival. Two proposals were received, from Great Lakes Sound, Inc., in the amount of \$21,990 and Ignited Light and Sound, in the amount of \$13,500. The proposal includes audio and lighting services for three days, on two separate stages (the Amphitheater and mobile Canton Live Stage).

Leisure Services is recommending the approval of a purchase order for the sound and lighting support services for the 2024 Liberty Festival to Ignited Light and Sound.

BACKGROUND: Live entertainment provides a significant draw of interest from the many festival goers who attend the Liberty Festival each year. Acts are contracted for many performances that take place over the course of three days, on two separate stages in the park. To ensure quality performance, consistency, and reliability – Leisure Services contracts the sound and lighting support services for both stages. In doing so, Leisure Services personnel can focus on managing the acts while deferring audio and visual needs to technical staff. As with the entertainment, sound and staging needs are allocated within the Liberty Fest annual budget and accounted for along with all other expenses.

STRATEGIC PLAN/GOALS: Welcoming Community

ACTION REQUESTED: Authorize a purchase order for sound and lighting support services for the 2024 Liberty Festival to Ignited Light and Sound., 30503 Gratiot, Roseville, MI., 48066, in the amount not to exceed \$13,500.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

Funds are budgeted in the Liberty Festival account # 101-756-47.801_0070 – Professional and Contractual Svc Special Events.

IMPLEMENTATION PLAN: Upon Board approval, a purchase order will be generated and Ignited Light and Sound will be notified.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to authorize a purchase order in the amount of \$13,500 to Ignited Light and Sound, for the lighting and sound services at the 2024 Liberty Fest.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM: G-4

ITEM: Consider Award of Agreement and Approval of a Purchase Order for Rental of Tents, Tables, and Chairs for the Liberty Festival

PRESENTER: Jon LaFever, Director of Community Development

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: In February 2024, bids were solicited for the rental of tents, tables, and chairs for the Liberty Festival. The bid includes options for auto renewals for up to 5 years with an opt-out clause by Canton Township, post-event for each year of the agreement. Four companies submitted bids with Delux Tents and Events being the lowest bidder. Delux Tents and Events have supplied tents, tables, and chairs for the Liberty Festival for the past two years and have been a dependable vendor and service provider. Leisure Services is recommending awarding a 5-year agreement to Delux Tents and Events for the tent, table, and chair rental for Liberty Fest. Additionally, we are requesting approval of a purchase order in an amount not to exceed \$21,000 for Delux Tents and Events for each year of the agreement.

BACKGROUND: Leisure Services facilitates the rental of tents, tables and chairs for patrons and vendors to ensure safety for all and for uniformity throughout the grounds. A significant portion of the direct expenses associated with the Liberty Festival are recovered through participation fees, sponsorships, and third-party agreements. Over 125 individual tents and hundreds of tables and chairs are provided throughout the festival. Several large tents are provided for guest comfort, providing shade and a place to sit and enjoy all the amenities offered throughout. In addition, smaller tents are provided for specific activities – some of which are sponsored by Canton, and many of which are provided to vendors. Those participating in the Marketplace area, such as businesses, community groups and non-profits, are charged varying rates to help cover the associated costs. Sponsor packages and third-party vendor agreements also help offset expenses. By awarding this as a multi-year agreement, Festival planners are better able to ensure that the large amount of inventory needed is available each year.

STRATEGIC PLAN/GOALS: Welcoming Community

ACTION REQUESTED: Approve the rental of tents, tables, and chairs for up to 5 years and authorize a purchase order for Delux Tents and Events, 489 East Huron River Drive, Belleville MI 48111 in the amount of \$21,000.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: \$21,000 is budgeted in the Liberty Festival account # 101-756-47.940 – Rentals

IMPLEMENTATION PLAN: Upon Board approval, Delux Tents and Events will be notified, and a purchase order will be generated.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move to award a 5-year agreement with an annual opt-out clause for the rental of Liberty Fest tents, tables, and chairs from Delux Tents and Events.
2. I further move to authorize a 2024 purchase order to Delux Tents and Events in the amount of \$21,000

ATTACHMENT:

Attachment A – Bid Opening Cover Sheet

Attachment B – Delux Tents and Events Bid Form and Email

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM #G-5

ITEM: Consider Approval of a Contract Change for OHM Advisors for Engineering & Planning Services for the Initial Phase of Cherry Hill Village
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PRESENTER: Jon LaFever, Community Development Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: On August 22, 2023, the Board of Trustees approved RBA item #G-10 for OHM Advisors to provide Engineering Services for the initial phase of Cherry Hill Village. As a result of this, PO #2023-00002149 was approved for a total of \$117,500. During this initial process, additional unexpected permitting and regulatory requirements were required. OHM's revised proposal includes conceptual changes, additional water feature scope items, additional south parking lot scope items, lighting standards, and property acquisition assistance. Due to these additional services, Canton Community Development is requesting a contract change with OHM to include these items along with a purchase order increase of \$55,000 to PO #2023-00002149 for a total PO amount of \$172,500. Approval of the contract change will be pending based on legal review.

BACKGROUND: Through a combination of ARPA funds (American Rescue Plan Act), insurance proceeds, park millage funds, and existing fund balance, Canton can invest 9.5 million dollars towards 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, Factory Park, Cherry Hill School, Preservation Park, trails, public parking improvements, wayfinding, and programming in the Town Square.

STRATEGIC PLAN/GOALS: Welcoming Community and Quality Infrastructure

ACTION REQUESTED: Consider approval of a contract change and purchase order increase to OHM Advisors, 34000 Plymouth Road, Livonia, MI 48150 for additional professional engineering services for the initial phase of the Cherry Hill Village Square development.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

Funds are budgeted in the Community Improvement account # 404-727.801_0050 – Professional Services.

IMPLEMENTATION PLAN: If approved, an agreement will be signed, and a purchase order increase will be submitted

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve a contract change and a purchase order increase to OHM Advisors for the additional professional engineering services for the initial phase of the Cherry Hill Village Square development.

ATTACHMENTS:

Attachment A: OHM Advisors Proposal

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM #G-6

ITEM: Consider Approval of a Budget Amendment and Contract Agreement to OHM Advisors for the Engineering Services and Bid Document Assistance for Cherry Hill Village Town Square Phase I
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PRESENTER: Jonathan LaFever, Community Development Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: Through a combination of funding sources, Canton continues to design and develop the Canton Town Square project at Cherry Hill Village. The Town Square project design focuses on activating the space surrounding the Cherry Hill School. OHM Advisors have provided planning services to help develop the associated concepts to date and are now working towards the next steps of the project to include the engineering services and bid document assistance for the Cherry Hill Village Town Square Phase I.

A budget amendment will be necessary to recognize the anticipated revenue and expenses from Wayne County ARPA which include construction of the Factory, Town Square, and Preservation Park as well as public parking. Community Development is requesting approval to set the 2024 Cherry Hill Village budget in the amount of \$7,828,276 to cover the costs of these upcoming anticipated expenses in 2024.

Additionally, OHM has played a key, instrumental role in developing the Cherry Hill Village Square project concept. To continue this significant momentum, staff are requesting the bidding process be waived and to approve an agreement with OHM Advisors for the additional engineering services and bid document assistance for Phase I of this project in an amount not to exceed \$248,000. The award of the contract will be pending based on legal review.

BACKGROUND INFORMATION: Through the Wayne County ARPA Agreement, Canton has been coordinating the work to the design and development of the Village Square (surrounding the Cherry Hill School), Factory Community Center, Preservation Park, a trails network, marketing and promotion, and wayfinding.

On August 22, 2023, the Board of Trustees approved a purchase order to OHM for the engineering services for the initial conceptual design of Cherry Hill Village Phase 0, including topographic survey, detention pond conversion, parking lot design, and bidding assistance. This Phase I design for the Cherry Hill Village project will include Restroom Building Schematic Design, Preliminary Design, Permitting, Final Design, and Bidding Assistance.

OHM holds an agreement with Canton's Engineering department as a selected architectural and engineering firm for the Township. OHM has provided services to the initial phase of the Cherry Hill Village Project continuing to provide quality service, open communication, and dependability.

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

ACTION REQUESTED: Approve the budget amendment to set the 2024 budget for the Cherry Hill Village Project and award the engineering services and bid document assistance for the Cherry Hill Village Town Square Phase I in an amount not to exceed \$248,000 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	\$3,184,276
404-706.501	Federal Grants	\$4,644,000

Increase Expenditures:

404-727.970_0080	Capital Outlay Land Improvements	\$3,184,276
404-706.970_0080	Capital Outlay Land Improvements	\$4,644,000

Once the budget is set, funds will be available in account #404-727.970_0080 to process the \$248,000 purchase order to OHM.

IMPLEMENTATION PLAN:

Upon approval, a budget amendment will be made, 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:

1. I move to approve the budget amendment stated in the Budget Implications & Account Number Section of the RBA
2. I further move to approve waiving the bidding process and award the engineering services and bid document assistance for Cherry Hill Village Town Square Phase I in an amount not to exceed \$248,000 to OHM Advisors pending legal review.

ATTACHMENTS:

Attachment A – OHM Advisors Proposal with Schematic Design

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM #G-7

ITEM: Request Budget Amendments to the 2024 Capital Improvement Plan

PRESENTER: Wendy Trumbull, Finance & Budget Director

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: In 2019, the Township Board approved a 5-year Capital Improvement Plan (CIP) for just under \$30 million in capital projects to be completed throughout 2019-2023. After putting all CIP projects on hold for a large portion of 2020 and 2021, we are continuing to catch up on back-logged projects. As a result, various budget amendments are needed to move project budgets originally planned for 2020-2022 into 2024. The amount of the request equals the amount in the Board approved CIP plan. If the bids come in higher than the amounts included in the original 2019 approved plan, a request will be made at that time to increase the budget.

STRATEGIC PLAN/GOALS: Quality Infrastructure/Financial Stability

ACTION REQUESTED: Approve the recommended budget amendments for the CIP fund.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: See attached listing.

IMPLEMENTATION PLAN: Upon approval, the Finance Department will make necessary budget adjustments.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the attached budget amendments required for the 2020-2022 CIP bond projects.

ATTACHMENTS: 2024 CIP budget amendments

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM #G-8

ITEM: Consider Approval for a Purchase Order for the Reconstruction of the Heritage Park Shade Sail Structure Labor and Equipment

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: As a result of the tornado that occurred in August 2023, the newly installed Shade Sail structures at the Heritage Park Splashpad were severely damaged, compromising the structure and deemed unsafe. MSD and CLS staff worked together on contacting KAB to repair and replace any items that were compromised or damaged during the storm. KAB was able to work with Shade Systems to provide replacement material for the three structures at no cost. KAB has provided a quote that includes labor and equipment for the removal and installation of the three structures for a total cost of \$27,800.80. This cost has been approved and will be reimbursed by Canton's Insurance provider.

BACKGROUND: Immediately following the tornado of 2023, staff evaluated the Heritage Parks grounds to assess the damage caused by the storm. It was apparent that the fabric portion of the shade sails were damaged and would need to be replaced. Once staff were able to get a closer look, they discovered that the structures and ground surrounding the structures were severely compromised from the storm and would not be safe to leave as is.

KAB Enterprises, Inc. was the original company selected to install the structures and were contacted to provide a quote to make the necessary repairs. KAB was able to work with Shade Systems to provide new material for the 3 structures at no cost. KAB then provided Canton with a quote for the labor and equipment costs which were submitted and approved by Canton Insurance provider, MMRMA.

STRATEGIC PLAN/GOALS: Welcoming Community, Quality Infrastructure

ACTION REQUESTED: Upon Approval, a purchase order will be submitted to KAB Enterprises, Inc., 3318 Fort Street, Lincoln Park, MI 48146 for a total amount of \$27,800.80

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

Increase Revenue

101-000.698	Insurance Settlements	\$27,801
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Increase Expenditures

101-752-99.970_0020	Capital Outlay Buildings & Improvements	\$27,801
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IMPLEMENTATION PLAN: Once approved, a budget amendment will be made and a purchase order will be submitted

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

- 1) I move to approve the budget amendment stated in the Budget Implications & Account Number section of the RBA
- 2) I further move to approve purchase order to KAB Enterprises, Inc. for the reconstruction of the three Shade Sail Structures at the Heritage Park Splashpad

ATTACHMENTS:

Attachment A: KAB Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM #G-9

ITEM: Consider Approval of an Inter-Governmental Agreement between Wayne County and Canton Township for Heritage Park Pavement and Electrical

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

Wayne County has agreed to allocate a 2nd year of funding for the Heritage Park path repaving and underground electrical through the Wayne County Parks Millage for a combined total amount of \$325,854 for fiscal years 2022-2023 and 2023-2024 fiscal year. An Intergovernmental Agreement (IGA) between Wayne County and Canton has been drafted for approval by both governing authorities. See Attachment A. A budget amendment is necessary.

BACKGROUND:

The Wayne County Parks Millage was approved by voters in 2002 and renewed in 2009 and 2016 for seven more years. As a provision to this millage, Wayne County parks has agreed to reinvest a maximum of 15% back into local communities. Annually, communities submit project proposals based on the allocated funds from the county.

In preparation for the Heritage Park pavement replacement and the addition of underground electrical, Canton requested to Wayne County the use of fiscal years 2022-2023 funding of \$157,603 and combine it with fiscal year 2023-2024 funding of \$168,251 to go towards Heritage Park path repaving and underground electrical. Wayne County has agreed to fund improvements as follows:

Location	Description	Rough Cost Estimate
Heritage Park	Asphalt Paving (approx. 3000 square feet)	\$230,000
Heritage Park	Installation of Electrical	\$100,000
	Total cost	\$330,000

Note: Total reimbursement not to exceed \$325,854

ACTION REQUESTED: Amend the budget and authorize the Supervisor to sign the agreement.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The following budget amendment will be necessary:

Increase Revenue:

Account 101-752-99.580 Contributions from Local Units \$325, 854

Increase Expenditures:

Account 101-752-99.970_0080 Capital Outlay Land Improvements \$325,854

IMPLEMENTATION PLAN: Upon Board approval, a budget amendment will be made and CLS will provide a copy of the agreement for signature by Supervisor and forward the signed copy to County for execution.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

- 1) I move to approve the budget amendment stated in the Budget Implications and Account section of the RBA
- 2) I further move to authorize the Supervisor to sign the Intergovernmental Agreement between Wayne County and Canton Township for the Heritage Park path repaving and underground electrical

ATTACHMENTS:

Attachment A – Intergovernmental Agreement

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM #G-10

ITEM: Consider Approval of a Purchase Order for Crimboli Nursery, Inc. for Park Tree Planting Services

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: In January 2024, Canton was awarded a \$20,000 matching grant from the U.S. Forest Service to re-establish tree canopy in Heritage Park and Griffin Park. In partnership with Planning Services, Leisure Services has prepared a tree-planting plan to be implemented in the Spring of 2024. On March 12, 2024, Canton awarded a tree-planting agreement to Crimboli Nursery, Inc. The tree planting agreement included all community street and park trees. Based on this agreement and the ability to perform the work in April 2024, Leisure Services is requesting approval for a purchase order in the amount of \$40,044.

BACKGROUND: In August 2023, Canton Township parks experienced significant tree canopy loss due to the tornado that impacted the community. On January 9, 2024, the Township Board approved the acceptance of the Urban and Community Forestry Grant which awarded the Township a \$20,000 matching grant. The grant requires that the Township plant 100 diverse species of trees throughout Heritage Park and Griffin Park. Since the award of the grant, staff in Parks and Planning Services have developed a strategic planting plan to help diversify our tree species and increase tree canopy in much-needed spaces surrounding parking areas, the splash pad, walking paths, and park seating areas.

On March 12, 2024, Item G-5, the Township Board awarded a service agreement with Crimboli Nursery, Inc. to provide tree planting and maintenance services to Township Trees including trees that would be part of Park planting. Crimboli Nursery, Inc. has previously performed tree planting services in Canton Parks and their services have been satisfactory. Their tree planting services include the assistance of tree selection, planting and a watering plan.

STRATEGIC PLAN/GOALS: Welcoming Community

ACTION REQUESTED: Authorize a purchase order for Crimboli Nursery, Inc. 50145 Ford Rd, Canton MI 48187 for Park Tree Planting Services in the amount of \$40,044.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Revenue funds in the amount of \$20,000 will be deposited into account #101-752-50.501 Federal Grants. Expense Funds for this project are available in the Maintenance and Repair Grounds-Tree Maintenance Account 101-752-50.930_0072.

IMPLEMENTATION PLAN: Upon Board approval, a purchase order will be generated and Crimboli Nursery, Inc. will be notified.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to authorize a purchase order in the amount of \$40,044 to Crimboli Nursery, Inc. to re-establish the tree canopy in Heritage Park and Griffin Park.

ATTACHMENT:

Attachment A – Quote for Service

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM # G-11

ITEM: Consider Approving an Amendment to the Partners in Architecture Agreement to Include Geotechnical Analysis, along with an Amendment to the 2024 Fire Budget

PRESENTER: Christopher Stoecklein, Director of Fire Services

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: The Canton Fire Department is requesting to amend the original agreement with Partners in Architecture (PIA) to include geotechnical analysis. The additional cost associated with this service is \$12,867. The department is requesting an amendment to the 2024 Fire budget to increase the original purchase order with PIA, to cover these costs.

BACKGROUND INFORMATION: On October 24, 2023, the township board authorized an agreement for architectural and engineering services for Fire Station No. 4 with Partners in Architecture (PIA). It was later discovered that the cost for geotechnical analysis was not included in the proposal cost summary. PIA conducted an RFP for geotechnical analysis services. The lowest cost proposal was submitted by TEC for \$12,255. PIA charges a 5% fee for overseeing and coordinating vendor services, which would be \$612. With these additional costs, purchase order 2023-00002965 would need to be increased by \$12,867, and the original agreement with PIA would need to be amended. The department is requesting an amendment to the 2024 Fire budget to increase the original purchase order with PIA, to cover these costs.

STRATEGIC PLAN/GOALS: Fire Department Strategic Plan Goal #3 – Maintain a High Level of Service to the Community Through Maintenance and Acquisition of Physical Resources.

ACTION REQUESTED: Approve the proposed amendment to the original agreement with Partners in Architecture (PIA), increase purchase order 2023-00002965 with PIA by \$12,867, and the below related budget amendment.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Fund balance would be utilized and then reimbursed, pending state approval from appropriations grant.

<i>Increase Revenues:</i>		
Fire Fund Balance Appropriation:	#206-000.695	\$12,867
<i>Increase Appropriations:</i>		
Professional Contracted Services:	#206-336-50.801 0050	\$12,867

IMPLEMENTATION PLAN: Upon Board approval, the Canton Fire Department will request the above budget amendment and increase in purchase order 2023-00002965.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION:

- (1) I move to approve the amendment to the Partners in Architecture agreement to include geotechnical analysis.
- (2) Further, I move to approve the above-listed amendment to the 2024 Fire Budget, to increase purchase order 2023-00002965.

ATTACHMENTS: Attachment A – Partners in Architecture Amended Agreement
Attachment B – Testing Engineers and Consultants (TEC) proposal
Attachment C – G2 Consulting Group (G2) proposal

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM #G-12

ITEM: Consider Renewing the License Plate Reader Annual Subscription

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting to renew its annual subscription for its License Plate Reader System through Vigilant Solutions, LLC, in the amount of \$13,155.

BACKGROUND INFORMATION: In 2018, the Police Department approved the purchase of a License Plate Reader System from Vigilant Solutions. The RBA included the purchase price as well as the annual subscription cost, quoted then at \$14,995. The subscription includes uploading of license plate information, access to the searchable database, software updates, system service and new hardware.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the renewal of Vigilant Solutions License Plate Reader annual subscription through Vigilant Solutions, LLC, in the amount of \$13,155.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds for this expense are budgeted in the 2024 Program Expense Traffic Forfeiture Account #207-301-50.763_0004.

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 renewal of Vigilant Solutions License Plate Reader annual subscription through Vigilant Solutions, LLC., in the amount of \$13,155.

ATTACHMENTS: Attachment A: Vigilant Solutions Price Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM #G-13

ITEM: Consider Waiving the Bidding Process to Purchase 12 Taser X26P Units and Accessories from Sole Source, Axon Enterprise, Inc.

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting to purchase 12 Taser X26P units, accessories and warranties from Axon Enterprise, Inc., in the amount of \$25,012.52.

Axon Enterprise, Inc., is proprietary, and is the sole-source vendor of their product. Taser brand is the industry standard; a feasible alternative option does not exist on the market to-date.

BACKGROUND INFORMATION: The Township Board originally approved the purchase of Tasers in 2005, as a means of a less-lethal force application by police officers. At that time, department policy was established for Tasers to be purchased and carried by all sworn police officers. The department has a rotating annual replacement schedule to phase out expired units.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Waive the bidding process and approve the purchase of 12 Taser X26P units and accessories from Axon Enterprise, Inc., in the amount of \$25,012.25.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: This purchase shall be expensed as listed below from the 2024 Police Capital Machinery & Equipment Account #207-301-50.970_0030.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to waive the bidding process and approve the purchase of 12 Taser X26P units and accessories from the sole-source vendor Axon Enterprise, Inc., in the amount of \$25,012.52, utilizing funds in the 2024 Police Budget.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 9, 2024

AGENDA ITEM # G-14

ITEM: Consider Approval of Reappointment to the Community Development Block Grant (CDBG) Advisory Council

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: Under the Community Development Block Grant (CDBG) Advisory Council bylaws, the confirmation of all Advisory Council members must be approved by a majority of the Board of Trustees. Colleen Conklin's term has expired and she submitted an application for reappointment. Colleen has provided great service during her first full term with CDBG, and the Board of Trustees interview committee recommends a second term for Ms. Conklin.

BACKGROUND: The Community Development Block Grant Advisory Council is an advisory group to the Canton Board of Trustees. The seven-member Advisory Council reviews requests for CDBG project funding, holds the required CDBG public hearings, makes program recommendations to the Board, and provides guidance for the overall CDBG program. The Council meets two times per year and additionally as needed, except during the summer. All members are Canton residents.

Colleen Conklin was first appointed in 2020 to fulfill a nine-month term vacated by an Advisory Council member who unable to finish their full term. She was then appointed to a three-year term at the end of 2020.

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: Approve the reappointment of Colleen Conklin to the CDBG Advisory Council.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: There are no budget implications as CDBG Advisory Council members are volunteers.

IMPLEMENTATION PLAN: Once approved, the Mr. Sheppard from the Finance Department will notify Ms. Conklin of her reappointment.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: NA

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to reappoint Colleen Conklin to the CDBG Advisory Council for a three-year term to expire on April 9, 2027.

ATTACHMENTS: None.