



**CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
JULY 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/87052811871>

Or One tap mobile:

1-312-626-6799 (87052811871#) or 1-646-558-8656 (87052811871#)

Or Telephone:

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Webinar ID: 870 5281 1871

International numbers available: <https://us02web.zoom.us/j/87052811871>

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: JUNE 25, 2024

PUBLIC COMMENT ON AGENDA ITEMS ONLY

PAYMENT OF BILLS

RESOLUTION:

- 1) RESOLUTION RECOGNIZING AMBER LINEBARGER, AUDREY ROTH, EVAN MONTESI,
BEN VAN HORN, GUS CARDOSO, NOAH SOLOMON AND TANDEEP SINGH

CONSENT CALENDAR:

- 1) CONSIDER SECOND READING AND ADOPTION OF AN AMENDMENT TO APPENDIX A
– ZONING OF THE CODE OF ORDINANCES REGARDING GRAND RIVER ROAD –
BRIGHTON, LLC REZONING (MSD)
- 2) CONSIDER APPROVING THE ANNUAL PAYMENT OF WESTERN WAYNE COUNTY FIRE
DEPARTMENT MUTUAL AID ASSOCIATION DUES (FIRE)
- 3) CONSIDER APPROVAL OF CONTRACT EXTENSION FOR FY2021-2022 WAYNE COUNTY
PARK MILLAGE (CLS)

GENERAL CALENDAR:

- 1) CONSIDER APPROVAL OF DONATION AGREEMENT TO ACQUIRE PROPERTY LOCATED NORTHWEST OF CHERRY HILL RD. AND N. RIDGE RD. AND APPROVAL OF DRAINAGE EASEMENT AGREEMENT (MSD)
- 2) CONSIDER APPROVAL FOR THE TEMPORARY ADDITION OF ONE FULL TIME LABORER POSITION FOR THE DEPARTMENT OF PUBLIC WORKS (MSD)
- 3) CONSIDER INCREASE OF EXISTING PURCHASE ORDER TO R&R ASPHALT INC FOR HERITAGE PARK PATH IMPROVEMENTS (MSD)
- 4) CONSIDER AWARDED A CONTRACT AND PURCHASE ORDER TO REPLACE THE ROOF TOP UNIT #4 AT THE ADMINISTRATION BUILDING (MSD)
- 5) CONSIDER AWARDED A CONTRACT AND PURCHASE ORDER TO REPLACE 7 EXTERIOR DOORS AT THE PARKS MAINTENANCE BUILDING (MSD)
- 6) CONSIDER APPROVAL OF APPLICATION FOR THE 2024 ENVIRONMENTAL JUSTICE IMPACT GRANT (MSD)
- 7) CONSIDER APPROVAL OF BID AWARD FOR THE ENGINEERING SERVICES FOR AN ADA KAYAK LAUNCH (CD)
- 8) AUTHORIZE AN EXTENSION TO THE AGREEMENT FOR THE MANAGEMENT OF FELLOWS CREEK GOLF COURSE WITH INDIGO SPORTS (CLS)
- 9) CONSIDER APPROVAL OF TWO PURCHASE ORDERS FOR A BUILDING MONITOR SYSTEM AND WIRING AT THE SUMMIT ON THE PARK (CLS)
- 10) CONSIDER APPROVAL OF SOLARWINDS SOFTWARE CONTRACT RENEWAL FOR ANNUAL MAINTENANCE AND TECHNICAL SUPPORT (ITI)
- 11) CONSIDER REQUEST FOR APPROVAL TO CONTRACT WITH URBAN WIRELESS FOR BROADBAND CONSULTING SERVICES (ITI)
- 12) CONSIDER APPROVAL OF UPDATED ELECTIONS OPERATION POLICY AND INSPECTOR PAY RATE ADJUSTMENT (CLERK)

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.cantonmi.gov.

**Charter Township of Canton
Board Proceedings – June 26, 2024**

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

Members Present: Foster, Ganguly, Graham-Hudak, Siegrist

Members Absent: Borninski, Slavens, Sneideman

Adoption of Agenda:

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

Approval of Minutes:

Motion by Siegrist, supported by Ganguly to approve the minutes from June 4 & 11, 2024. Motion carried unanimously.

Public Comment: Public comment was held.

Payment of Bills:

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

CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF June 25, 2024		
101	GENERAL FUND	1,172,520.93
204	ROADS FUND	506,466.37
206	FIRE FUND	601,349.70
207	POLICE FUND	831,139.42
208	COMMUNITY CENTER FUND	86,345.33
219	STREET LIGHTING FUND	25,422.91
230	CABLE TV FUND	18,090.78
246	COMMUNITY IMPROVEMENT FUND	47,438.00
248	DDA - CANTON	33,544.22
260	INDIGENT DEFENSE FUND	13,280.00
261	E-911 UTILITY	2,851.20
265	ORGANIZED CRIME - DRUG ENFORCEMENT	0.00
274	CDBG FUND	22,750.00
276	NSP GRANTS FUND	0.00
284	OPIOID SETTLEMENT FUND	2,851.33
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	198,657.68
402	CAP PROJ - WATER & SEWER	0.00
403	CAP PROJ - ROAD PAVING	27,433.30

404	CAP PROJ - CHV DEVELOPMENT	145,208.44
584	GOLF FUND	59,898.86
592	WATER & SEWER FUND	1,074,140.68
596	GARBAGE & RUBBISH COLLECTIONS	430,575.32
661	FLEET MAINTENANCE FUND	50,784.35
701	TRUST & AGENCY FUND	0.00
702	CUSTODIAL FUND	0.00
736	POST EMPLOYMENT BENEFITS FUND	249,050.62
852	SPECIAL ASSESSMENT DEBT SERVICE	0.00
	TOTAL - ALL FUNDS	5,599,799.44

Presentation:

- 1) 2023 Annual Comprehensive Financial Report

Resolution:

Item R-1. Resolution in Recognition of Carolyn Cox

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

Resolution in Recognition of Carolyn Cox

Motion by Graham-Hudak, supported by Siegrist to approve the resolution as presented.

Whereas Carolyn Cox has completed 23 years of full-time service to the Canton Community;

Whereas Carolyn started her career with the Canton Finance Department as an Accountant for eight years, and worked as the Budget, Benefit, and Internal Audit Manager for the past fifteen years;

Whereas Carolyn demonstrated dedication to the Finance Department and entire organization by serving as a steadfast and compassionate leader to all who worked with her; and;

Whereas Carolyn played a vital role in delivering excellent financial services to the Township by developing and monitoring the annual budget and by managing both accounts payable and grants reporting. She has been a caring mentor and invaluable resource to all who had the privilege of working with her and leaves a legacy of hard work and commitment to the organization; now, therefore be it;

Resolved, that the Board of Trustees of the Charter Township of Canton does hereby recognize and extends its appreciation to Carolyn Cox for 23 years of dedication to the Canton Community, and wishes her a happy and healthy retirement.

Motion carried unanimously.

Consent Calendar:

Item C-1. Consider Approval of International Association of Fire Fighters (IAFF) Medical Expense Reimbursement Plan

Motion by Siegrist, supported by Foster to approve the International Association of Fire Fighters (IAFF) Union into the IAFF Medical Expense Reimbursement Plan and authorize the Finance Director to act as the Plan Administrator and sign all necessary documents. Motion carried unanimously.

Item C-2. Consider Approving the Annual Licensing Renewal of Power DMS

Motion by Siegrist, supported by Foster to approve the annual licensing renewal of Power DMS for Police and Fire, in the amount of \$13,970.15, utilizing funds budgeted in the Police and Fire Maintenance & Repair of Software Support Accounts. Motion carried unanimously.

Item C-3. Request Approval of the Township's 2023 Annual Comprehensive Financial Report

Motion by Siegrist, supported by Foster to receive and place on file the 2023 Township's Annual Comprehensive Financial Report. Motion carried unanimously.

General Calendar:

Item G-1. Consider Authorizing EVCOH to Install a DC Fast Charger at Fellows Creek Golf Course

Motion by Siegrist, supported by Foster to authorize the use of Fellows Creek Golf Course as a location for EVCOH to purchase and install one DC Fast Charging station at their expense pending legal review and approval. Motion carried unanimously.

Item G-2. Consider an Increase of Purchase Order 2024-1474 – Sidewalk Gap Design

Motion by Siegrist, supported by Ganguly to reduce Purchase Order 2023-2029 to \$150,000 and to increase Purchase Order 2024-1474 by \$44,500 to Fishbeck to bring the total amount of Purchase Order 2024-1474 to \$286,000. Motion carried unanimously.

Item G-3. Consider Awarding a Contract and Purchase Order to Replace the Pool Dehumidification HVAC Unit at the Summit on the Park

Motion by Siegrist, supported by Foster to approve the contract and approve a purchase order for Quality Aire Systems, in the amount of \$558,000 plus a \$58,800 contingency making the total amount \$613,800 to replace RTU 3 at the Summit on the Park. Motion carried unanimously.

Item G-4. Consider First Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances Regarding Grand River Road – Brighton, LLC Rezoning

Motion by Siegrist, supported by Foster to introduce and hold the first reading of the proposed amendment to Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance of Planning Application #049-RZ-8219, which rezones tax parcel no. 049-99-0001-708 from C-3, Regional Commercial and Corporate Park Overlay District to C-3, Regional

Commercial and Central Business District (CBD) Overlay. Further, to table consideration of the amendment for a second reading, which will be held at a future meeting of the Board of Trustees. Motion carried unanimously.

Item G-5. Consider Special Land Use for Canton Banquet and Convention Center

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

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

Approval of the Special Land Use for Canton Banquet and Convention Center

Whereas the Project Sponsor has requested special land use approval for a banquet and convention center at 4127 S. Lotz Rd. on parcel no. 71-141-99-0027-716, located on the east side of Lotz Road south of Michigan Ave.; and

Whereas the Planning Commission reviewed the request and applicable criteria and voted 7-0 to recommend approval, with conditions, as the request meets the criteria of special land use approval in Section 27.03(C) of the Zoning Ordinance; now, therefore be it;

Resolved, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the Special Land Use for a banquet and convention center use at 4127 S. Lotz Rd. in Planning Application # 141-SLU-8263, as the request meets the Special Land Use criteria of the Canton Township Zoning Ordinance pursuant to the information and plans provided, subject to the items noted by staff being addressed or corrected at the time of site plan review.

Motion carried unanimously.

Item G-6. Consider Approval of Preliminary Site Plan and Condominium Ordinance Variances for Cherry Hill Preserve

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

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

Approval of the Preliminary Site Plan and Condominium Ordinance Variances for Cherry Hill Preserve

Whereas the Project Sponsor has requested Preliminary Site Plan approval in Planning Application 052-SPP-7828 for 19 detached single-family homes at 39540 Cherry Hill Rd. (parcel nos. 71-052-99-0042-000, 71-052-99-0044-001, and 71-052-99-0044-002), as well approval of Planning Application 052-VCON-8227 for variances from the Condominium Ordinance to permit a non-boulevard cul-de-sac road with a cul-de-sac diameter of 96 feet; and;

Whereas the Planning Commission reviewed the Preliminary Site Plan for Cherry Hill

Preserve and voted 8-0 to recommend approval, with conditions, and voted 7-0 to recommend approval of variances from the Condominium Ordinance, as the site plan meets the design requirements of the Zoning Ordinance and Condominium Ordinance, except where variances are approved by the Zoning Board of Appeals and Township Board, as applicable; now, therefore be it;

Resolved, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the Cherry Hill Preserve Preliminary Site Plan at 39540 Cherry Hill Rd. in Planning Application 052-SPP-7828, and does hereby approve variances from Condominium Ordinance in Planning Application 052-VCON-8227, subject to all State, County, and Township requirements and subject to satisfactory review of the Master Deed and Bylaws by Township legal counsel.

Motion carried unanimously.

Item G-7. Consider FFM – Oil Exchange Business Condominium Plan

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

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

Approval of the Business Condominium Site Plan for FFM – Oil Exchange

Whereas the Project Sponsor has requested condominium site plan approval for the commercial uses on parcel no. 71-132-99-0010-712 at 45455 Michigan Ave.; and;

Whereas the Planning Commission reviewed the request and applicable criteria and voted 7-0 to recommend approval, with conditions, as the request meets the requirements of the Charter Township of Canton Code of Ordinances; now, therefore be it;

Resolved, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the FFM – Oil Exchange Business Condominium site plan in Planning Application #132-SFP-8276 on tax parcel 71-132-99-0010-712 at 45455 Michigan Ave., subject to any modifications required by the Township legal counsel to the Master Deed and Bylaws

Motion carried unanimously.

Item G-8. Consider Approval of ERP Contracts with Tyler Technologies and with BS&A

Motion by Siegrist, supported by Foster to approve the execution of contracts between Canton Township and Tyler Technologies and between Canton Township and BS&A. I further move to approve the necessary budget amendments disclosed in the budget implications section and the purchase orders outlined below:

Tyler Technologies	Implementation Costs	\$655,428
Tyler Technologies	Annual Licensing – Year 1	\$205,460
BS&A	Implementation Costs	\$543,204
BS&A	Annual Licensing – Year 1	\$203,947

Motion carried unanimously.

Item G-9. Consider Awarding a Bid for the Engineering of the Cherry Hill Village Phase 0 Parking Lot

Motion by Siegrist, supported by Foster to award the bid for the Cherry Hill Village Phase 0 Parking Lot to Anglin Civil LLC for a total cost of \$520,813.04, pending legal review. Motion carried unanimously.

Item G-10. Consider Approval to Award Bid for the Cherry Hill Village Water Feature

Motion by Siegrist, supported by Ganguly to approve to award the Cherry Hill Village Water Feature to ILE Excavating Inc. for a total project cost of \$580,405, pending legal review. Motion carried unanimously.

Item G-11. Consider Approving the Annual Intrado NextGen 911 Maintenance Agreement

Motion by Siegrist, supported by Ganguly to approve the annual renewal of the Intrado NextGen 911 Maintenance Agreement in the amount of \$28,493.78. Motion carried unanimously.

Item G-12. Consider Reappointment to the Canton Tax Board of Review

Motion by Siegrist, supported by Ganguly that the Canton Board of Trustees approve the reappointment of Asim Mohammad to the Canton Tax Board of Review for a two-year term to expire on 12/31/2025. Motion carried unanimously.

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

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

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

**Resolution Recognizing Amber Linebarger, Audrey Roth, Evan Montesi,
Ben Van Horn, Gus Cardoso, Noah Solomon and Tandeep Singh**

Whereas the Canton Fire Department recognizes that every minute counts during an emergency, and quickly initiating CPR during a cardiac arrest saves lives;

Whereas on April 6, 2024, a guest at the Summit on the Park went into cardiac arrest on the basketball court;

Whereas the incident was reported to Amber Linebarger, who calmly reassured the family of the patient;

Whereas Audrey Roth brought the AED to the patient's side and helped provide CPR;

Whereas Evan Montesi provided CPR to the patient and managed the use of the AED;

Whereas Ben Van Horn assisted with setting up the AED and helped provided oxygen to the patient;

Whereas the crowd was controlled with the assistance of Gus Cardoso, who also guided emergency personnel to the scene;

Whereas proper notifications were made, the Aquatic Center closed, and additional crowd control was provided by Noah Solomon;

Whereas emergency personnel were guided to the scene by Tandeep Singh, who assisted with crowd control and helped the Fire Department take the patient to the ambulance;

Whereas these staff members were able to remain calm and act immediately during a life threatening situation;

Resolved, the Board of Trustees of the Charter Township of Canton upon recommendation of the Director of Fire Services, does hereby recognize Amber Linebarger, Audrey Roth, Evan Montesi, Ben Van Horn, Gus Cardoso, Noah Solomon and Tandeep Singh for their commendable contribution to the Canton community.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: July 9, 2024

AGENDA ITEM #C-1

ITEM: Consider Second Reading and Adoption of an Amendment to Appendix A – Zoning of the Code of Ordinances Regarding Grand River Road – Brighton, LLC Rezoning

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: Jeff Klatt and Jessica Gilbert (Krieger Klatt Architects, Inc).

EXECUTIVE SUMMARY: The applicant proposes to rezone parcel 049-99-0001-708 from C-3, Regional Commercial and Corporate Park Overlay District to C-3, Regional Commercial and Central Business District (CBD) Overlay. This parcel is located on the south side of Ford Rd. between Lotz Rd. and the eastern boundary of Canton Township and contains the multi-tenant commercial building that includes Guitar Center. In 2022, a Special Land Use was approved for Blossom Behavioral Wellness to occupy part of the building for therapy services, which is currently at the stage of building permitting. The applicant proposes an indoor recreation use to occupy other tenant space on the south side of the building. Indoor recreation uses are not permitted in the Corporate Park Overlay District but are permitted uses in the C-3 district and CBD Overlay.

At its meeting on June 3, 2024, the Planning Commission recommended approval of the rezoning application. The Canton Township Board of Trustees held the First Reading of this Zoning Ordinance amendment on June 25, 2024.

BACKGROUND AND ANALYSIS:

Location: South side of Ford Rd. between Lotz Rd. and the eastern boundary of Canton Township. Parcel no. 049-99-0001-708 (39413, 39415, 39453 and 39479 Ford Rd.)

Net Acres: Approximately 5.74 acres

Existing Land Use(s): Multi-tenant commercial building, which includes Guitar Center

Existing Zoning: C-3, Regional Commercial and Corporate Park Overlay District (CPOD)

Surrounding Zoning and Land Uses:

North – C-3, Regional Commercial and CPOD; Walmart

South – C-3, Regional Commercial and CPOD; Emagine theater

East – I-2, General Industrial (City of Westland); CubeSmart Self Storage

West – C-3, Regional Commercial and CPOD; Hook & Reel Cajun Seafood restaurant

Existing Comprehensive Plan Future Land Use Map Classification: General Commercial

Surrounding Comprehensive Plan Future Land Use Map Classifications:

North – General Commercial

South – General Commercial

East – Industrial (City of Westland)

West – General Commercial

Proposed Zoning District(s): C-3, Regional Commercial and Central Business District (CBD) Overlay

Land Uses of the C-3 District: Whenever a rezoning of property is proposed, all potential land uses in the proposed zoning district must be considered, regardless of the intended use stated in the application. The permitted uses and special land uses in the C-3 district are in [Section 17.02 of the Zoning Ordinance](#). Some of the permitted uses in the C-3 district include the following: all principal uses permitted in the C-2 and O-1 zoning districts; contractor offices without outdoor storage; restaurants and bars; places of assembly and religious land uses; financial institutions; business and vocational schools; hospitals; funeral homes; private indoor and outdoor recreation uses; and smoking lounges.

Some of the special land uses in the C-3 district include the following: shopping centers; garden centers; car washes; home improvement centers; fast food drive-through restaurants; motels and hotels; pet training, day care, and boarding without outdoor runs; auto service stations; municipal buildings; warehouse retail outlets; superstores; building material sales establishments; and gas stations limited to redevelopment of existing stations or stations accessory to accessory to primary retail uses or individual tenants within a shopping center, having a gross floor area over 50,000 square feet.

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). Earlier this year, several parcels on the north side of Ford Rd. between I-275 and Lotz Rd. were rezoned, with conditions, to C-3 and CBD Overlay.

Review Considerations: 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 does not meet all 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 Canton's 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 Canton. 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, Canton 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: Pursuant to this policy in the Comprehensive Plan, we recommend rezoning the subject parcels to C-3. All of the uses permitted in the proposed C-3 zoning district are noted in Section 17.02 of the Zoning Ordinance. Many of the properties along Ford Rd. between I-275 and Canton's eastern boundary are zoned C-3, though they are in the CPOD. These properties include Sam's Club, Walmart, Home Depot, Emagine, and multi-tenant shopping centers, which would be allowed in the C-3 district without the CPOD.

(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.

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) and use (indoor gymnasium) 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 2017 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 subject parcel, it has Ford Rd. frontage and is in close proximity to I-275 and many established commercial uses that would otherwise be permitted in the C-3 district and CBD Overlay.

(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. Development activity and building re-occupancies in the CPOD have been slower than they have been in the CBD Overlay, which until recently was only located on the west side of I-275. Earlier this year, several parcels on the north side of Ford Rd. between I-275 and Lotz Rd. were rezoned, with conditions, to C-3 and CBD Overlay. The proposed amendment would allow this site to be reoccupied by a number of uses that are compatible with the surrounding area, including an indoor gymnasium. Also, the parking lot on the site may be too large for the proposed uses, and the proposed amendment would make the redevelopment process easier for new land uses.

(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 commercial uses to the north (Walmart and Sam's Club), west (restaurants, multi-tenant commercial, and Home Depot), and south (Emagine theater).

(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 subject parcel subject site will comply with the standards of the C-3 district with CBD Overlay for: minimum lot area (1 acre); minimum lot width (100 feet); front yard setback (50 feet); side yard setbacks (15 feet); and rear yard setback (30 feet). The CBD Overlay include many similar standards to the CPOD regarding open space, access, parking, sidewalks, signage, lighting, landscaping, architecture, and screening. Because the existing site was developed prior to the adoption of the CPOD, many elements of it do not comply with the CPOD or CBD. If the site is redeveloped in the future, we will strive to attain as much compliance as possible with the CBD Overlay standards.

(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, restaurants, and multi-tenant commercial buildings. On the west side of I-275, there are many indoor recreation establishments that are nearby these other types of commercial uses.

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

The subject parcel has existing access to Ford Rd. and internal driveways serving other commercial uses. No changes are proposed to the existing access. The site is connected to public water and sanitary sewer. The existing stormwater management system connects to a pond to the south (south of Emagine), which outlets to Willow Creek. Therefore, the stormwater management system is under the jurisdiction of Wayne County. No site changes are proposed that impact stormwater management. Any proposed redevelopment will be evaluated at that time for any impacts on the roads,

public utilities, and the stormwater system.

- **Community Planner's Recommendation:** Approval.
- **Planning Commission Recommendation:** At its meeting on June 3, 2024, the Planning Commission voted 7-0 to recommend approval of the request to rezone parcel no. 049-99-0001-708 (39413, 39415, 39453 and 39479 Ford Rd.) from C-3, Regional Commercial and Corporate Park Overlay District to C-3, Regional Commercial and Central Business District Overlay, as the proposal meets the standards of Section 27.06(D)(4) of the Zoning Ordinance as stated in the staff report and the Planning Commission's motion.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Remove consideration of the proposed amendment from the table and approve the proposed rezoning amendment to Appendix A – Zoning of the Code of Ordinances, which proposes to rezone parcel no. 049-99-0001-708 from C-3, Regional Commercial and Corporate Park Overlay District to C-3, Regional Commercial and Central Business District (CBD) Overlay.

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 remove from the table and hold the second reading of the proposed amendment to Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance of Planning Application #049-RZ-8219, which rezones tax parcel no. 049-99-0001-708 from C-3 and Corporate Park Overlay District to C-3 and CBD Overlay.
2. Further, I move to adopt and publish the ordinance amending Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton which rezones tax parcel no. 049-99-0001-708 from C-3 and Corporate Park Overlay District to C-3 and CBD Overlay.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: July 9, 2024

AGENDA ITEM # C-2

ITEM: Consider Approving the Annual Payment of Western Wayne County Fire Department Mutual Aid Association Dues

PRESENTER: Christopher Stoecklein, Director of Fire Services

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: The Canton Fire Department is a member of the Western Wayne County Fire Department Mutual Aid Association. Canton's 2024 dues are \$17,427.68, and include:

- \$ 3,000.00 – Association Dues (base annual)
- \$14,427.68 – Western Wayne Association Dues (per capita) WW HIRT/USAR Teams Assessment- based on 2010 census

BACKGROUND INFORMATION: The Canton Fire Department is a member of the Western Wayne County Fire Department Mutual Aid Association, a consortium of 21 departments throughout Western-Wayne and Oakland counties. This association is run under the Inter-Local Agreement, the Western Wayne County Fire Department Mutual Aid Association By-Laws, and the Michigan Mutual Aid Box Alarm Association Agreement, and allows departments to provide reciprocal services to each other when requested.

HIRT (Hazardous Incident Response Team) responds to major hazardous material incidents. USAR (Urban Search and Rescue) responds to "technical" rescues such as trench cave-ins or high angle rescues. HIRT and USAR utilize two firefighters from each participating fire department to respond to specialized incidents as requested. Because it is not economically feasible for individual departments to acquire and maintain the specialized equipment and training necessary to respond to these high-risk, low-frequency incidents, Western Wayne Mutual Aid has established these specialized teams.

STRATEGIC PLAN/GOALS: Deliver Quality Core Programs

ACTION REQUESTED: Approve payment of the annual Western Wayne County Mutual Aid Association dues in the amount of \$17,427.68.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds for this payment will be expensed from the 2024 Fire Budget Account #206-336-50.959 Payment to Other Units of Government.

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 payment of the 2024 Western Wayne County Fire Department Mutual Aid Association dues in the amount of \$17,427.68.

ATTACHMENTS: Attachment A – Western Wayne County Mutual Aid invoice

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: July 9, 2024

AGENDA ITEM #C-3

ITEM: Consider Approval of Contract Extension for FY2021-2022 Wayne County Park Millage

PRESENTER: Greg Hohenberger, Director of Leisure Services

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: On March 8, 2022, the Board of Trustees approved an Inter-Governmental Agreement for the FY2021-2022 Wayne County Park Millage for the historic barn replacement at Preservation Park (Item #G-3.) As stated in the agreement, the contract is set to expire on September 30, 2024. To allow ample time to complete the project, the Canton Leisure Services department has requested an extension to the current agreement. Wayne County has agreed to a 1-year extension to complete the Improvements at Preservation Park with a new expiration date of September 30, 2025.

BACKGROUND: A 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 2021, Canton submitted a request for the allocated funding to go towards replacing the historic barn in Preservation Park that was lost due to a fire in May 2021 in the amount of \$151,912. Due to COVID and other circumstantial factors, the project took a bit longer than anticipated to complete, therefore, a request for extension was submitted and approved by Wayne County.

STRATEGIC PLAN/GOALS: Welcoming Community, Financial Stability

ACTION REQUESTED: Authorize the Supervisor to sign the extension agreement

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The 2025 budget will be adjusted to record the county contributions and offsetting expenses

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

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to authorize the Supervisor to sign the Intergovernmental Agreement extension between Wayne County and Canton Township for the Replacement of the historic barn located in Preservation Park and to authorize the Finance Department to make necessary budget adjustments to the 2025 Budget to record the Wayne County contribution and the related expenditures.

ATTACHMENTS:

Attachment A: Original Agreement

Attachment B: Extension Agreement

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: July 9, 2024

AGENDA ITEM #G-1

ITEM: Consider Approval of Donation Agreement to Acquire Property Located Northwest of Cherry Hill Rd. and N. Ridge Rd. and Approval of Drainage Easement Agreement

PRESENTER: Anne Marie Graham-Hudak, Canton Township Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: Consent of the Board is being sought to acquire 2.953 acres of land located on the east side of parcel 071-01-0023-400 via a Donation Agreement. The subject property is located northwest of Cherry Hill Rd. and N. Ridge Rd., between the Human Services Center and the creek. The property includes stormwater ponds, which are proposed to be enlarged as part of the Town Square at Cherry Hill redevelopment project.

BACKGROUND: Canton Township is implementing projects to develop the Town Square at Cherry Hill, located at the northwest corner of Cherry Hill Rd. and N. Ridge Rd. Among the projects is the enlargement of the stormwater ponds located northwest of the Human Services Building, which is part of the Concord Park residential development to the west. The current ponds receive stormwater from part of Concord Park and part of the surrounding area on existing Canton Township property. The enlargement of these ponds will create an attractive water feature for residents, businesses, and visitors.

The Phase 1 Environmental Site Assessment has revealed no evidence of recognized environmental conditions, and Michigan Consulting & Environmental does not recommend any further investigation into the environmental conditions of the property.

STRATEGIC PLAN/GOALS: Welcoming Community and Quality Infrastructure

ACTION REQUESTED: Approve the Donation Agreement for the acquisition of approximately 2.953 acres of land located on the east side of parcel 071-01-0023-400, as described in the Donation Agreement and supplemental documents, and to authorize the Township Supervisor to sign all documents necessary to complete the acquisition.

Further, approve the Drainage Easement Agreement on parcel 071-01-0023-400, as described in the Drainage Easement Agreement and supplemental documents, and to authorize the Township Supervisor to sign all documents necessary.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A.

IMPLEMENTATION PLAN: Upon Board approval, Supervisor Anne Marie Graham-Hudak will sign all documents necessary to complete the acquisition of the property.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the Donation Agreement for the acquisition of approximately 2.953 acres of land located on the east side of parcel 071-01-0023-400, as described in the Donation Agreement and supplemental documents, and to authorize the Township Supervisor to sign all documents necessary to complete the acquisition.

I further move to approve the Drainage Easement Agreement on parcel 071-01-0023-400, as described in the Drainage Easement Agreement and supplemental documents, and to authorize the Township Supervisor to sign all documents necessary.

ATTACHMENTS:

1. Donation Agreement
2. Drainage Easement Agreement
3. Proposed Sixth Amendment to Concord Park Master Deed
4. Draft Concept Plan of Town Square area
5. Phase 1 Environmental Site Assessment

NEXT STEPS: If the Donation Agreement is approved, Canton Township and the donor will execute the Donation Agreement and close on the subject property.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: July 9, 2024

AGENDA ITEM #G-2

ITEM: Consider Approval for the Temporary Addition of One Full Time Laborer Position for the Department of Public Works

PRESENTER: David Norwood, Director Municipal Services

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: The Department of Public Works is looking to add one full time Laborer position that will work in the Stormwater- Drains department. Currently, the Public Works staff is operating short staffed since late 2022 due to multiple short term and long disabilities and two more employees will be out on FMLA. The Department of Public Works is seeking to add one Laborer to staff in order to be staffed appropriately.

If the individuals that are currently on LTD are able to return to work we will not displace the newly added Laborer position, we will retain the Laborer and use that position to fill the next Laborer vacancy.

BACKGROUND: On or around late 2022 and in early 2023 the Department had two employees on STD which has transitioned into long term disability with no set timetable for a return to work. Potentially, the individuals could be off work several additional months and/or never to return to work. Adding a full-time Laborer position will be used to assume one of the individual's role while on LTD. Furthermore, if the individual returns to work off of LTD, we will not displace any Laborer but use the additional staff member to fill the next Laborer vacancy.

STRATEGIC PLAN/GOALS: Quality Infrastructure, Organizational Climate and Culture

ACTION REQUESTED: Approve the temporary addition of one (1) full time Labor Position for the Public Works Department.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funding for the position is available in department 592-445.

IMPLEMENTATION PLAN: Upon Board approval, Human Resources will offer the position to candidates on the established candidate list.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

Motion to approve the temporary addition of one (1) full time Laborer Position for the Department of Public Works.

ATTACHMENTS: None

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: July 9, 2024

AGENDA ITEM: #G-3

<u>ITEM:</u> Consider Increase of Existing Purchase Order to R&R Asphalt Inc for Heritage Park Path Improvements

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Engineering Services is requesting an increase of a Purchase Order 2024-990 to R&R Asphalt Inc. in the amount of \$40,000 for path repair behind Summit Fitness Center, \$259,735 for the Heritage Park path improvements, and \$45,000 contingency for a total increase of \$344,735.

BACKGROUND: On March 12, 2024, the Canton Township Board of Trustees awarded the 2024 Pheasant Run Golf Course Path Paving West and South Nine to R&R Asphalt. That work has begun and is approximately halfway completed. R&R has completed the work on schedule and within budget.

Heritage Park path improvements have been targeted project for construction this year, as they are in significant need of repair. Engineering Services is asking the Board to waive the policy requiring formal request for proposals and instead to award this work to R&R Asphalt. As stated, R&R is already on site working on the golf course. They have performed this work as Engineering Services has required and been cooperative, effective, and accommodating. Engineering Services is requesting this waiver in the interest of being able to get this work done quickly, efficiently, and cost effectively. The unit prices agreed upon for the golf course work were very competitive and under the estimated cost, and those prices have been used to determine cost for this additional work, which is a financial advantage to the Township.

ACTION REQUESTED: Consider increase of Purchase Order 2024-990 by \$344,735 for R&R Asphalt Inc. to complete the Heritage Park Path Improvements.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds are available in 101-752-99.970_0080 Capital Outlay Land Improvements \$240,235.00 (Wayne County Parks Millage) & 401-441.970_0080 Capital Outlay Land Improvement \$104,500 CIP Proj#220007.

IMPLEMENTATION PLAN: Upon Board approval, Engineering Services and Finance will revise a Purchase Order 2024-990 for R&R Asphalt Inc. Paving Company for the Heritage Park Path Improvements.

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: Move to approve an increase to Existing Purchase Order referenced above by \$344,735 for R&R Asphalt Inc. to complete the Heritage Park Path Improvements

ATTACHMENTS

1. Contract Amendment
2. Heritage Park Path Cost Estimate

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: July 9, 2024

AGENDA ITEM #G-4

ITEM: Consider Awarding a Contract and Purchase Order to Replace the Roof Top Unit #4 at the Administration Building

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: Roof top unit #4 is over 23 years of age with an original projected life span of 15-20 years. In recent years, the performance of the unit has been declining and it has experienced a few issues related to the functions of the unit, including its ability to properly cool the space. This unit is considered a critical infrastructure unit due to the area it cools, the main ITI server room for the Township and the Police dispatch non-emergency phone lines.

BACKGROUND: Knowing the life span of this type of unit should be 15 to 20 years, we are currently past its typical life expectancy. This unit is for the Township wide ITI Server Room and the Police dispatch non-emergency phone lines. On-going repairs is not a long-term solution and could lead to our critical electronic data and communications infrastructure shutting down. Investing \$177,000 to replace the faulty piece of equipment and upgrade the efficiency is the most economical option at this point.

Staff is recommending the award of a contract to Quality Aire Systems for the replacement of RTU 4 at the Administration Building for \$162,000 plus a \$15,000 contingency for possible unforeseen additional installation repairs and complications that can occur with replacing a roof top unit.

MSD Facilities received four bids for this project. Upon the conclusion of an interview, Quality Aire Systems were very capable of performing the work. MSD Facilities is confident with Quality Air Systems and their abilities based on their means and methods.

STRATEGIC PLAN/GOALS: Quality Infrastructure- replacing the roof top unit will provide more energy efficient equipment and extend the life of the facility.

ACTION REQUESTED: Award the contract and purchase order for the above-mentioned work to Quality Aire Systems, 328 Six Mile Rd, Whitmore Lake MI 48189 in the amount of \$162,000 plus a \$15,000 contingency amount making the total purchase order \$177,000.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The estimated cost for Quality Aire Systems to replace the Roof Top Unit with contingency amount is \$177,000. Funds are budgeted for Project #200016 in the account 401-261.970_0020 in the amount of \$49,293 and 246-265.970_0020 for Capital Outlay Buildings and Improvements in the amount of \$127,707.

IMPLEMENTATION PLAN: Upon Board Approval, a purchase order will be generated, and vendor contacted to begin project. A project schedule will be established Quality Aire Systems will order all the equipment and parts in order to complete the project.

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 approve a purchase order for Quality Aire Systems, in the amount of \$177,000 to replace RTU 4 at the Administration Building.

ATTACHMENTS:

- A. Invitation to Bid
- B. Bid Tab
- C. Quality Aire Systems Bid

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: July 9, 2024

AGENDA ITEM #G-5

ITEM: Consider Awarding a Contract and Purchase Order to Replace 7 Exterior Doors at the Parks Maintenance Building

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: Beginning in 2024 the Board of Trustees adopted a Capital Improvement Plan which included the replacement of exterior doors at the Parks/Maintenance Building. The existing doors are mostly original to the building. After 20 plus years of use and exposure to inclement weather conditions many of the doors have rusted and are unable to be secured properly.

BACKGROUND:

Knowing that doors are rusting and starting to have issues closing, replacement before failure is the basis of this replacement. Investing \$22,400 to replace the doors is an upgrade to the security and the efficiency is the most proactive option at this point.

Staff is recommending award of contract to Overhead Door West for the replacement of the exterior doors at the Parks/Maintenance Building for \$22,400 plus a 10% contingency for possible unforeseen repairs and complications that can occur with replacing doors.

MSD Facilities received 5 bids for this project, which resulted in Overhead Door Company being the lowest. Upon the conclusion of an interview, Overhead Door West was very capable of performing the work. MSD Facilities is confident with Overhead Door West and their abilities based on their means and methods.

MSD Facilities budgeted \$30,000 for this project

STRATEGIC PLAN/GOALS: Quality Infrastructure- replacing the exterior doors will provide more energy efficiency, extend the life of the facility, and ensure the proper security of the building.

ACTION REQUESTED: Award the contract and purchase order for the above-mentioned work to Overhead Door West, 4680 Hatchery Rd., Waterford, MI 48329 in the amount of \$22,400 plus a \$2,240 contingency amount, making the total \$24,640.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

The cost for Overhead Door West to replace the seven exterior doors including the contingency is \$24,640. Funds are budgeted in the account 101-752-99.970_0020 for Capital Outlay Buildings and Improvements.

IMPLEMENTATION PLAN: Upon Board Approval, a purchase order will be generated, and vendor contacted to begin project. A project schedule will be established Overhead Door West will order all the equipment and parts to complete the project.

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 for Overhead Door Company, in the amount of \$24,640 to replace exterior doors at the Park Maintenance Building.

ATTACHMENTS:

- A. Invitation to Bid
- B. Bid Tab
- C. Overhead Door Company's Bid

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: July 9, 2024

AGENDA ITEM #G-6

ITEM: Consider Approval of Application for the 2024 Environmental Justice Impact Grant

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Planning Services seeks approval to apply for a Michigan Department of Environment, Great Lakes, and Energy (EGLE) administered Environmental Justice Impact Grant to be implemented in 2025, 2026, and 2027. The application for the Grant will provide Canton with additional funds to purchase diverse species of trees and maintain existing trees in Canton's most environmentally-distressed Census Tract (5649).

This grant does not require matching funds because all work would be located within an eligible disadvantaged area.

The Municipal Services Department recommends approval of the application for Environmental Justice Impact Grant to assist with expansion of the tree canopy and associated benefits within Census Tract 5649.

BACKGROUND INFORMATION: Census tract 5649 includes several landfills, roads with high traffic volumes (including I-275, Michigan Ave., and Haggerty Rd.), and industrial uses. It is also home to large mobile home parks and older homes. It ranks poorly in environmental health, health outcomes, and tree equity. Specifically, Census Tract 5649 is bounded by Michigan Ave. to the north, I-275 to the east, Belleville Rd. to the west, and the municipal boundary to the south.

Canton's tree efforts over the past two decades have focused on first removing and replacing Ash trees and then on removing and replacing Bradford pears. This immediate need for attention has limited Canton's ability to expand tree canopy into new areas.

The Environmental Justice Impact Grant is offering up to \$20,000,000, with individual awards up to \$500,000. Grants can be awarded to federally-recognized tribes, community-based nonprofits, schools, and local governments. Eligible activities include community improvement projects, pollution monitoring, school indoor air quality, and blight remediation.

This project is considered a community improvement project. The total requested amount for the grant is \$130,000. It will include planting roughly 185 new trees, removing/replanting roughly 20 trees, and trimming roughly 65 existing trees. Most of the trees will be planted

along Haggerty Rd., with trees also being planted within the mobile home parks and along Bellville Rd.

Project work the first year will include planting of trees, trimming of existing trees, and removal/replacement of existing trees in poor condition. Newly planted trees will be watered for the first two years (2025, 2026) and will be trimmed in the third year (2027).

Grant applications are due July 15th. Grants will be awarded by August 30th. All work must be completed by September 1, 2027. Canton has existing contractors who can achieve the scope of work well before the deadline.

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

ACTION REQUESTED: Approve acceptance of the grant if awarded.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: n/a

IMPLEMENTATION PLAN: Planning Services Division staff will administer the grant. Detailed planning for implementation will begin following notification. Trees will be planted in spring 2025, with grant-funded maintenance continuing through 2027, using Canton's tree contractors. Policies will be adhered to, and proper bidding procedure will be conducted.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move to authorize submission of the application to the Michigan Department of Environment, Great Lakes, and Energy Environmental Justice Impact Grant towards the planting and maintenance of trees within Census Tract 5649 and to accept the funds if awarded.
2. Further, I move to approve the following resolution in support of the Michigan Department of Environment, Great Lakes, and Energy 2024 Environmental Justice Impact Grant.

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

**MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
ENVIRONMENTAL JUSTICE IMPACT GRANT**

RESOLUTION OF AUTHORIZATION

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: July 9, 2024

AGENDA ITEM #G-7

ITEM: Consider Approval of Bid Award for the Engineering Services for an ADA Kayak Launch

PRESENTER: Jon LaFever, Community Development Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Canton Leisure Services was recently awarded a \$50,000 grant from the Ralph C. Wilson Jr. Design and Access Grant, administered by the Community Foundation of Southeast Michigan. In 2023, Canton Leisure Services applied for the grant to assist with the Engineering and Design of an ADA Accessible Kayak Launch on the Lower Rouge River located at the Morton Taylor Tailhead. This Grant will help ensure that the Lower Rouge River waterway provides an accessible entry point to the Lower Rouge River that connects all people and communities throughout the Metro Detroit region safely. On May 23, 2024, the Canton Community Development Department advertised a Request for Proposal (RFP) for the Professional Engineering Services for A.D.A. Kayak Launch. As a result, two bids were submitted, reviewed, and scored by a panel consisting of Community Development, Municipal Services, and Finance staff. The final scores led to the recommendation of MCSA Group, Inc for a proposed cost of \$36,761 with optional services of \$14,239 added for a total cost of \$50,000. A budget amendment is necessary.

BACKGROUND INFORMATION: The Ralph C. Wilson Jr. Design and Access Grant was developed to provide support for projects in southeast Michigan that serve to increase the walkability and bikeability of local communities and/or increasing outdoor recreational activities within the region.

Over the years, Canton Township and its partners have worked diligently to develop the Lower Rouge pedestrian trail and waterway that runs parallel just north of Michigan Ave. With the help of the Friends of the Rouge, much of the Lower Rouge River has been cleared of wood and debris to increase opportunities for our neighbors of all abilities to use Canton's free park and recreation facilities and amenities. Once complete, Canton will host events to invite neighbors to use the kayak launch, learn more about how to safely use the water trail and promote its availability. This opportunity will help get the project designed and prepared for the upcoming 2025 Recreation Passport grant cycle.

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

ACTION REQUESTED: Approve a budget amendment and a bid award of the engineering services for an ADA Kayak Launch to MCSA Group, Inc., 529 Greenwood SE, Grand Rapids, MI 49506

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Upon approval, the following Budget Amendment is necessary:

Increase Revenue:		
101-752-99.528	Other Grants	\$50,000

Increase Expense:		
101-752-99.801_0050	Professional Contractual Services	\$50,000

IMPLEMENTATION PLAN: A budget amendment will be made; the bid will be awarded, and a purchase order 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 budget amendment listed in the Budget Implications and Account Number section of the RBA and award the bid of Engineering Services for the ADA Accessible Kayak Launch to MCSA Group, Inc. for a total of \$50,000.

ATTACHMENTS:

Attachment A – Agreement of Grant Award
Attachment B - RFP
Attachment C – Scoring Results
Attachment D – MCSA Group, Inc. Proposal

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: July 9, 2024

AGENDA ITEM #G-8

ITEM: Authorize an Extension to the Agreement for the Management of Fellows Creek Golf Course with Indigo Sports

PRESENTER: Greg Hohenberger, Director

INDIVIDUALS IN ATTENDANCE: Nick Bednar, Regional Director of Operations, Indigo Sports, LLC

EXECUTIVE SUMMARY:

On February 10, 2013, Canton entered into a management agreement with Billy Casper Golf (BCG), now known as Indigo Sports, LLC, to manage and operate Fellows Creek Golf Course. On October 24, 2017, the Board approved RBA item #G-5 to amend the contract to be renewed for another 7 years from the effective date (January 1, 2018), with a Township option, for two successive periods of 3 years providing Indigo Sports met all the contract terms and conditions. These extensions did not include annual capital contributions that were included in the initial term. With Canton Legal review, Canton Leisure Services negotiated a new contract with Indigo Sports, LLC to include a \$10,000 annual capital contribution if both extension periods are exercised. Leisure services is recommending extending the current contract for six (6) years with Indigo Sports, LLC which includes a \$10,000 annual capital contribution from Indigo.

BACKGROUND INFORMATION:

Fellows Creek Golf Course has been managed by a third-party contractor since the Township purchased the course in 1978. Indigo Sports, LLC, previously Billy Casper Golf, was selected to manage the course beginning in 2013 after a competitive Request for Proposal process. Since Indigo Sports has taken over the management of the course, we have seen dramatic improvements in course conditions, customer service and financial performance.

STRATEGIC PLAN/GOALS:

Welcoming Community, Financial Stability, Quality Infrastructure

ACTION REQUESTED: Authorize a six-year extension for the management of Fellows Creek Golf Course with Indigo Sports.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Agreement will be formally executed following Board approval.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to authorize the Township Supervisor and Township Clerk to sign an extension to the agreement for the management of Fellows Creek Golf Course with Indigo Sports.

ATTACHMENTS:

Attachment A: Contract Amendment

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: July 9, 2024

AGENDA ITEM #G-9

ITEM: Consider Approval of Two Purchase Orders for a Building Monitor System and Wiring at the Summit on the Park
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PRESENTER: Greg Hohenberger, Director of Leisure Services

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The Summit on the Park's participation and memberships continues to grow each year as Canton becomes more and more populated. In an effort to enhance safety, track data, and use our staff more efficiently, Canton Leisure Services is recommending purchasing nine counting systems and wiring to be installed at the Summit on the Park. This system is the same system used at the Canton Public Library and will assist in counting people entering and exiting the facility at the five public entrance doors as well as the 2 gym entrances, the aquatic center and the fitness center. Canton Leisure Services recommends submitting two purchase orders, one for Sen Source for the hardware purchase totaling \$8,858.75 and one for D2 Technologies for the wiring plus an additional 10% contingency totaling \$10,978.00. The installation will be done internally by our Facility Maintenance staff. A budget transfer is necessary.

BACKGROUND: The Summit on the Park has been experiencing substantial increases in participation and memberships over the last few years. As a requirement of the facility, staff at the Summit must take counts every 30 minutes of each area of the facility. The counting system will not only allow staff to reallocate their time by not having to manually count each area every 30 minutes, but it will also provide important data such as tracking and monitoring traffic flow, and showing the average time and individual spends in the facility and specific areas. This system will provide live data as to how many individuals are currently in the facility as well as where they are so staff can better allocate resources for security. It will also assist with public safety issues to know how many people are in the building during any potential emergency. The system is strictly a counting system which does not provide video and holds an annual maintenance fee of \$1,460 a year.

STRATEGIC PLAN/GOALS: Quality Infrastructure

ACTION REQUESTED: Approve the submission of two separate purchase orders. One to Sen Source, 3890 Oakwood Ave., Youngstown, OH 44515 for a total of \$8,858.75 and a second PO to D2 Technologies, 18563 Sapphire Dr., McComb MI 48042 for a total of \$10,978

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

Increase revenues:

208-757.50_699_1010	Transfers In General	\$19,837
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Increase Expenditures:

208-757-50.970_0010	Capital Outlay Computers	\$19,837
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101-969.995_2080	Transfers Out Community Center	\$19,837
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Decrease Expenditures:

101-750.970_0010	Capital Outlay Computers	\$10,978
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101-750.801_0050	Professional and Contractual Services	\$8,859
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IMPLEMENTATION PLAN: Once approved, two separate purchase orders 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 and Account Number section of the RBA.
2. I further move to approve a purchase order for Sen Source for the counting hardware at the Summit on the Park for a total of \$8,858.75 and a second purchase order to D2 Technologies for the wiring plus an added 10% contingency for a total of \$10,978.

ATTACHMENTS:

Attachment A – Sen Source Quote

Attachment B – D2 Technologies Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: July 9, 2024

AGENDA ITEM #G-10

ITEM: Consider Approval of SolarWinds Software Contract Renewal for Annual Maintenance and Technical Support

PRESENTER: Victor Ibegbu, ITI Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: SolarWinds charges annual software maintenance (ASM) fees to support the continuing development and operation of the SolarWinds Service Desk application. The 2024 ASM fee covers user licenses, maintenance, and upgrades. ITI is requesting to renew Canton's ASM agreement with SolarWinds (which currently expires on 8/30/2024) for a one-year period from 8/30/2024 – 8/30/2025.

BACKGROUND: SolarWinds is the service desk software used by many departments throughout the Township to manage service requests. This software allows Township employees to take ownership of incidents or requests, fulfill service requests, define SLAs, document problems and solutions, track and manage tasks, and respond directly to requestors. Since adopting this software, Canton employees have eliminated outdated software and improved service request SLAs. The annual maintenance, five new licenses (bringing the total to 30 user agent licenses), and technical support fees cost \$14,040.00 for the renewal period from 8/30/2024 to 8/30/2025.

STRATEGIC PLAN/GOALS: Quality Infrastructure

ACTION REQUESTED: Approve the request to renew the Township's Service Desk Maintenance and Support agreement for a one-year period. A purchase order to SolarWinds will be made in the amount of \$14,040.00 for the software renewal.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The renewal of this agreement was budgeted for in 2024. All required funding will be expensed from the ITI Division's 101-228.930_0015 Maintenance & Repair – Software Support account.

IMPLEMENTATION PLAN: Upon approval, ITI will issue a purchase order to SolarWinds for the contract renewal. This is a licensing and support renewal agreement only; there is no interruption of services to Township Departments.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the creation of a purchase order for \$14,040.00 payable to SolarWinds for a one-year renewal of software support and maintenance services.

ATTACHMENTS: SolarWinds renewal quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: July 9, 2024

AGENDA ITEM #G-11

ITEM: Consider Request for Approval to Contract with Urban Wireless for Broadband Consulting Services

PRESENTER: Victor Ibegbu, Information Technology and Innovation Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The ITI department, in conjunction with the Broadband Task Force, is asking for authorization to contract with Urban Wireless for Broadband consultation services for a Broadband strategic plan. This will facilitate the delivery of a comprehensive plan to guarantee highly scalable and reliable broadband and network services for all the residents and business districts in Canton Township.

Canton Township has significant retail, restaurant, healthcare, and entertainment sectors that serve a community of 100,000 residents. Many residents use the internet to communicate with families, obtain education, work from home, use telehealth, and even control home appliances and utilities. Ford Road is the community's main retail corridor, with hundreds of businesses utilizing the internet to communicate with customers, conduct transactions, and even provide wireless internet to customers. Canton Township utilizes the internet to communicate with residents for public safety and provide important and relevant information. During COVID, we witnessed the importance of the internet in our daily lives, as it has been the lifeline for many.

With this in mind, our ITI department published an RFP for qualified consulting firms to provide ongoing broadband planning and implementation guidance for the Charter Township of Canton ("the Township") with focused attention on redeveloping Ford Road as a major backbone and Michigan Avenue corridor planning. The consultant will work with Township staff and the established Township Broadband Task Force to develop a working and long-term Broadband Strategic Plan that includes cellular data coverage and overall broadband (internet coverage). The scope of work includes analyzing existing public and private broadband facilities; identifying broadband needs and issues of residents, businesses, non-profit organizations, and schools; and developing a framework for a lasting infrastructure.

BACKGROUND: A recent community survey of broadband (internet) demonstrated that services to our residents and businesses have subpar connections that are well below the current FCC standard of 100 MPBS download and 20MBPS upload speeds despite purchasing higher quality service.

Communication providers are also requesting to place additional antennas, cabling, and towers in our community so that their individual customer service is improved, without taking the needs of the entire Township into consideration. Canton must understand the community's current and future broadband infrastructure needs for our Township, residents, and future economic and

technological development. In this way, we can make educated and informed decisions on guiding what we allow throughout the Township - similar to a zoning map for development.

The Township participated in a Tri-County broadband survey (Macomb, Oakland, and Wayne County). The results confirmed what was already known for the existence of several pockets of poor and or no service areas for both cellular and fixed broadband service. After receiving and reviewing the RFP responses, the selected bidder's cost was \$167,000.00.

STRATEGIC PLAN/GOALS: Quality Infrastructure, Financial Stability

ACTION REQUESTED: ITI requests that the Board authorize the Information Technology and Innovation department to contract with Urban Wireless for Broadband Consulting Services.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The following budget adjustments are necessary to complete this transaction:

Increase Revenues:

230-000.695 Fund Balance Appropriation \$67,000

248-000.695 Fund Balance Appropriation \$100,000

Increase Expenditures:

230-250.801_0050 Professional Services \$67,000

248-729.801_0050 Professional Services \$100,000

Decrease Revenues:

101-000.695 Fund Balance Appropriation \$30,000

Decrease Expenditures:

101-228.801_0050 Professional Services \$30,000

IMPLEMENTATION PLAN: Upon approval, ITI will execute the appropriate contracts and a purchase order will be entered for \$167,000 to Urban Wireless.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the budget adjustments listed above and to create a purchase order for \$167,000 payable to Urban Wireless for Broadband Consulting Services.

ATTACHMENTS: Proposal from Urban Wireless

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: July 9, 2024

AGENDA ITEM # G-12

ITEM: Consider Approval of Updated Elections Operation Policy and Inspector Pay Rate Adjustment

PRESENTER: Michael A. Siegrist, Clerk

INDIVIDUALS IN ATTENDANCE: None

EXECUTIVE SUMMARY: In July of 2022 the Township Board approved the Elections Operation Policy that created many incentives for staff to work on Election Day. With the passage of Proposal 22-2, the need for election work has expanded outside of Election Day. The Township is now required to facilitate nine additional days of in-person voting along with the ability to preprocess absentee ballots. These new changes have created a need for an updated Elections Operation Policy. The updated policy has been reviewed and approved by the Merit Commission along with TPOAM.

The Township has completed 3 elections in 2024 and have found that the rates for inspectors needs to be updated to fill all types of shifts worked. The addition of a \$25 stipend for one inspector of each precinct (opposing party of the Chair) to return to the Township Hall to be received. Most election day shifts are approximately 15 hours. And additional partial shift (more than 7 hours but less than 15) is requested at half the shift price, \$135.

BACKGROUND INFORMATION: With the passage of Proposal 22-2 which facilitates access to voting through an additional nine days of in-person voting along with the ability to preprocess absentee ballots, there is a need to update the Elections Operation Policy. The updates to the Elections Operation Policy covers Merit exempt employees doing election work that may not happen on election day. This update will allow Merit exempt employees to buy out their compensatory time earned during any election service. The updated policy also allows for the Clerk's office to close to the public if election day activities continue the day after the election.

Inspector rates were set in 2023 to cover all 5 elections for 2024. The Township has completed 3 of the 5 elections and feels it necessary to update the rates to include an end of night stipend along with a short shift rate. The end of night stipend will pay an extra \$25 to an inspector of each precinct to return with the Chair to be approved and released by the Receiving Board. The partial shift will allow students and inspectors unable to work a full shift to receive half the amount paid; of inspectors working a full shift.

STRATEGIC PLAN/GOALS:

ACTION REQUESTED: To approve the updated Elections Operation Policy to be effective July 9, 2024.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Upon approval, the policy as updated shall be implemented for the Township.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve the updated Elections Operation Policy as outlined and to approve the additional inspector rates:

Election Day Rate Addition:

Inspector Partial Shift: \$135

*End of Night Stipend: \$25

ATTACHMENTS:

1. Redlined Election Day Operation Policy
2. Clean Updated Election Operation Policy