



REGULAR MEETING OF THE BOARD OF TRUSTEES

February 9, 2021

To mitigate the spread of the COVID-19 pandemic, protect the public health, and provide essential protections to Canton Township residents; the Canton Township Board of Trustees are conducting all meetings by video teleconference.

Public comments may be submitted to Michael.Siegrist@Canton-mi.org at any time prior to the meeting. Additionally, a public drop box is located outside of the Township Administration Building at 1150 S Canton Center Rd. Canton, MI 48188. The Clerk will read comments submitted within the Rules of the Township Board during the meeting. Members of the public who attend by telephone or video may address the Board during the public comment period via videoconference.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82588922544>

Or iPhone one-tap:

1-301-715-8592 (82588922544#) or 1-312-626-6799 (82588922544#)

Or Telephone:

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Webinar ID: 825 8892 2544

International numbers available: <https://us02web.zoom.us/j/82588922544>

6:30 P.M.:

CALL TO ORDER

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

CLOSED SESSION: DISCUSS PENDING LITIGATION (MARINELLI V CANTON AND BOYLAN V CANTON)

ADOPTION OF AGENDA

APPROVAL OF MINUTES: JANUARY 26, 2021

PUBLIC COMMENT

PAYMENT OF BILLS

GENERAL CALENDAR:

- 1) CONSIDER ADOPTING TAX BOARD OF REVIEW POVERTY POLICY AND GUIDELINES (SUPERVISOR)
- 2) CONSIDER REAPPOINTMENTS TO CANTON CARES ADVISORY COMMITTEE (SUPERVISOR)

- 3) REQUEST BUDGET AMENDMENTS TO THE 2021 CAPITAL IMPROVEMENT PLAN (FBD)
- 4) REQUEST APPROVAL TO PAY EMPLOYEES FOR COVID EXPENSE RELIEF (FBD)
- 5) CONSIDER APPROVAL OF THE PURCHASE OF VEHICLES FOR 2021 AND AN ASSOCIATED AMENDMENT TO THE 2021 FIRE BUDGET (MSD)
- 6) CONSIDER APPROVAL OF A CONTRACT EXTENSION WITH HYDROCORP INCORPORATED TO CONTINUE CANTON'S COMMERCIAL CROSS CONNECTION CONTROL PROGRAM (MSD)
- 7) CONSIDER AUTHORIZATION OF A PURCHASE ORDER TO FISHBECK, INC. FOR PROFESSIONAL ENGINEERING SERVICES FOR THE 2021 ROAD IMPROVEMENT PROGRAM (MSD)
- 8) CONSIDER APPROVAL OF AN EXTENSION OF THE CONTRACT WITH ROTONDO CONSTRUCTION CORPORATION FOR THE 2021 SIDEWALK REPAIR PROGRAM (MSD)
- 9) CONSIDER APPROVING THE PURCHASE OF A KEY CARD ACCESS SYSTEM FOR FIRE STATION #3 (FIRE)
- 10) APPOINTMENTS TO THE COMMISSION FOR CULTURE, ARTS & HERITAGE (CLS)
- 11) CONSIDER AWARDED CONTRACT AND APPROVE A PURCHASE ORDER FOR INDOOR TRACK SURFACE REPLACEMENT AT SUMMIT ON THE PARK (CLS)
- 12) CONSIDER AWARDED CONTRACT AND APPROVE A PURCHASE ORDER FOR LOCKER REPLACEMENT AT SUMMIT ON THE PARK (CLS)

PUBLIC COMMENT
OTHER
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 Kerreen Conley, 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 – January 26, 2021**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, January 26, 2021 virtually. Supervisor Graham-Hudak called the meeting to order at 6:00 p.m.

Members Present: Borninski, Foster, Ganguly, Graham-Hudak, Siegrist, Slavens & Sneiderman
All members stated their location is Canton Township

Members Absent: None

Staff Present: Director Hohenberger, Director Smith, Director Trumbull, Director Baugh, Director Stoecklein, Corporation Counsel Kolb

Adoption of Agenda:

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

Approval of Minutes:

Motion by Siegrist supported by Borninski to approve the January 9 & 12, 2021 Board minutes as presented. Motion carried unanimously by roll call vote.

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 by roll call vote.

CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF January 26, 2021		
101	GENERAL FUND	638,952.38
204	ROADS FUND	3,821.07
206	FIRE FUND	431,849.99
207	POLICE FUND	727,927.95
208	SUMMIT OPERATING (General)	54,800.12
219	STREET LIGHTING	0.00
230	CABLE TV FUND	11,847.39
246	TWP (COMMUNITY) IMPROVEMENT	149,991.00
248	DDA - CANTON	41,686.10
261	E-911 UTILITY	0.00
265	ORGANIZED CRIME - DRUG ENFORCEMENT	1,253.93
274	CDBG	0.00

276	NSP GRANTS FUND	0.00
401	CAP PROJ - ENERGY PROJECT	7,037.00
402	CAP PROJ - SUMMIT CONSTR	0.00
403	CAP PROJ - ROAD PAVING	15,252.85
584	GOLF FUND	16,787.45
592	WATER & SEWER FUND	199,716.26
596	SOLID WASTE	1,923.79
661	FLEET	21,366.72
701	TRUST & AGENCY FUND	0.00
702	CUSTODIAL FUND	0.00
736	POST EMPLOYMENT BENEFITS	177,212.52
852	SPECIAL ASSESSMENT DEBT	0.00
301	ENERGY PROJECT DEBT SVCE FUND	0.00
		0.00
TOTAL - ALL FUNDS		2,501,426.52

Public Hearing:

Item PH-1. Consider Holding the Public Hearing for the 2021 Sidewalk Repair Program - Spring

Motion by Siegrist, supported by Borninski to open the Public Hearing at 6:06pm to hear comments on the necessity of sidewalk repairs pursuant to the Township Sidewalk Ordinance, Sidewalk Repair Program Policy and as provided in Public Act 80 of the Public Acts of 1989. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Foster to close the Public Hearing after hearing the comments on the necessity of sidewalk repairs to the Township Sidewalk Ordinance, Sidewalk Repair Program Policy and as provided in Public Act 80 of the Public Acts of 1989. Motion Carried unanimously by roll call vote.

Motion by Siegrist, supported by Slavens to adopt the resolution as presented requiring replacement of sidewalks in Glengarry North, Glengarry Village #1 and Glengarry Village #2 as indicated on the attached list and published in the Canton Eagle on January 21, 2021. Motion carried unanimously by roll call vote.

Consent Calendar:

Item C-1. Consider Second Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances Regarding the Metro Opportunities 1, LLC and Metro Opportunities 10, LLC Rezoning

Motion by Siegrist, supported by Slavens to remove consideration of the proposed amendment from the table and approve the proposed zoning amendment to Appendix A – Zoning of the Code of Ordinances, which proposes to rezone parcel nos. 71-127-99-0020-000, 71-127-99-0019-000, 71-127-99-0018-002, 71-127-99-0017-000, 71-127-99-0016-000, and 71-127-99-009-

000 (east 896 feet only) to LI-R, Light Industrial Research from R-3, R-1, and RR. Motion carried unanimously by roll call vote.

**STATE OF MICHIGAN
COUNTY OF WAYNE
CHARTER TOWNSHIP OF CANTON
ORDINANCE NO. _____**

AN ORDINANCE AMENDING ARTICLE 8.00 OF APPENDIX A - ZONING, OF THE CODE OF ORDINANCES OF THE CHARTER TOWNSHIP OF CANTON, MICHIGAN WHICH AMENDS THE ZONING DISTRICT BOUNDARIES ON THE ZONING MAP

THE CHARTER TOWNSHIP OF CANTON ORDAINS:

PART I.

ARTICLE 8.00 – ESTABLISHMENT OF ZONING DISTRICTS AND MAP

Pursuant to Section 27.06 of Appendix A – Zoning, the zoning map is hereby amended by changing the zoning of parcel nos. 71-127-99-0020-000, 71-127-99-0019-000, 71-127-99-0018-002, 71-127-99-0017-000, 71-127-99-0016-000, and 71-127-99-009-000 (east 896 feet only) to LI-R, Light Industrial Research from R-3, R-1, and RR, as shown on the attached zoning map.

PART II. Severability.

Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

PART III. Savings Clause.

The amendment of the Canton Code of Ordinances set forth in this Ordinance does not affect or impair any act done, offense committed, or right accruing, accrued, or acquired, or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendment of the Canton Code of Ordinances set forth in this Ordinance.

PART IV. Repealer.

All other Ordinances or part of Ordinances in conflict herewith are hereby repealed only to the extent to give this Ordinance full force and effect.

PART V. Publication.

The Clerk for the Charter Township of Canton shall cause the ordinance to be published in the manner required by law.

Part VI. Effective Date.

A public hearing having been held hereon pursuant to the provisions of Section 103 of Act 110 of the Public Acts of 2006, as amended, the provisions of this Ordinance shall be published within fifteen (15) days of its adoption of publications of a notice in a newspaper circulated in Canton Township stating the date of enactment and effective date, a brief statement as to its regulatory effect and that a complete copy of the Ordinance is available for public purchase, use and inspection at the office of

the Township Clerk during the hours of 8:30 AM to 4:30 PM, Local Time. The provision of this Ordinance shall become effective seven (7) days after its publication.



Item C-2. Consider Adoption of a Resolution for Approval of Application for additional MERS Service Credit by employee.

Motion by Siegrist, supported by Slavens to adopt the resolution allowing the purchase of additional service credit by Dale Waltz. Motion carried unanimously by roll call vote.

General Calendar:

Item G-1. Consider Appointment to Merit Commission

Motion by Siegrist, supported by Slavens to move that the Canton Board of Trustees approve the appointment of James Moon-Dupree to the Merit Commission to fulfill the rest of Richard Keenan’s term, which expires on December 31, 2024. Motion carried unanimously by roll call vote.

Item G-2. Consider Appointments to the Canton Tax Board of Review

Motion by Siegrist, supported by Borninski to move that the Canton Board of Trustees approve the appointments of Irfan Jafry, Paris Phou and Ethan Petzold to the Canton Tax Board of Review for two-year terms to expire on 3/1/23.

Motion carried unanimously by roll call vote.

Item G-3. Consider Approval of an Amendment to the Final Planned Development for Tremont Place (formerly named Wellington on the Willow) and Approval of the Site Plan for Tremont Place

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. 2 and Site Plan for Tremont Place
(formerly named Wellington on the Willow)**

WHEREAS, the Project Sponsor has requested approval of Amendment No. 2 to the Planned Development District for Tremont Place (formerly named Wellington on the Willow), located on the east side of Lotz Road between Ford Road and Cherry Hill Road; and,

WHEREAS, the Planning Commission reviewed the Amended Planned Development Plan, Planned Development Agreement, and Site Plan, and voted 9-0 to recommend approval of the requests, as they meet the criteria for a Planned Development, result in definite benefits to the community, and comply with the applicable site design requirements of the Zoning Ordinance except where modifications are approved;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve Amendment No. 2 to the Tremont Place Planned Development and approve the Site Plan for Tremont Place on tax parcel nos. 049-99-0001-712, 049-99-0001-713, and 049-99-0001-714 and 049-99-0001-716, as proposed in the Planned Development Agreement and plan documents, subject to the Township Attorney's approval of the PD Agreement, Master Deed, and Bylaws and subject to any necessary revisions to the landscape plans in accordance with the Zoning Ordinance.

Motion carried unanimously by roll call vote.

Item G-4. Consider Approval of Second Amendment to Memorandum of Understanding Regarding Prosecutorial Legal Services

Motion by Siegrist, supported by Slavens to approve the Second Amendment to Memorandum of Understanding Regarding Prosecutorial Legal Services and authorize the Township Supervisor to execute the same on behalf of Canton Township. Motion carried unanimously by roll call vote.

Item G-5. Renewal of Uniform Video Service Local Franchise Agreement with Comcast of South, Inc.

Motion by Siegrist, supported by Slavens to approve a renewal of Uniform Video Service Local Franchise Agreement with Comcast of the South as allowed under Act 480 of 2008 for a period of ten years, with a franchise fee of 5% and a PEG fee of .75% of gross revenues, and authorize the Township Supervisor to sign the UVSLFA on behalf of Canton Township. Motion carried 6 to 1 by roll call vote with Siegrist voting against.

Item G-6. Renewal of Uniform Video Service Local Franchise Agreement with Wide Open West

Motion by Siegrist, supported by Borninski to approve a renewal of Uniform Video Service Local Franchise Agreement with Wide Open West, Michigan as allowed under Act 480 of 2008 for a period of ten years, with a franchise fee of 5% and a PEG fee of 2.0% of gross revenues, and authorize the Township Supervisor to sign the UVSLFA on behalf of Canton Township. Motion carried unanimously by roll call vote.

Item G-7. Request Approval of 2021 Blanket Purchase Orders

Motion by Siegrist, supported by Borninski to approve the 2021 Purchase Orders. Motion carried unanimously by roll call vote.

Item G-8. Consider approval of Actuarial Valuation of the Charter Township of Canton Retiree Health Care Plan

Motion by Siegrist, supported by Slavens to approve the proposal from CBIZ Retirement Plan Services to provide the 2020 Actuarial Valuation of the Retiree Health Care benefits and the 2021 Interim Disclosure for a not-to-exceed fee of \$19,500 and to authorize the Finance Director to sign the Acceptance of Letter of Engagement. Motion carried unanimously by roll call vote.

Item G-9. Consider Re-Appointment to the Commission for Culture, Arts & Heritage

Motion by Siegrist, supported by Borninski move that the Board of Trustees of the Charter Township of Canton approve the re-appointment of Samar Sakakini and Elena Semenov to the Commission for Culture, Arts & Heritage for a three-year term to expire December 31, 2023. Motion carried unanimously by roll call vote.

Item G-10. Consider Approval of Application for MLCC Special Liquor Licenses

Motion by Siegrist, supported by Slavens to authorize the sale and consumption of alcohol at the 29th Annual Liberty Festival on June 17-19, 2021, and furthermore; move that the following resolution be adopted:

That the Canton Rotary, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on June 17-19, 2021 during Liberty Festival at Heritage Park located at 1010 Canton Center Rd, Canton, Michigan, County of Wayne. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Borninski to authorize the sale and consumption of alcohol at The Rally on Ridge event on Saturday, July 24, 2021; and furthermore; move that the following resolution be adopted:

That the Charter Township of Canton, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on Saturday, July 24, 2021 at Preservation Park located at 500 N. Ridge Road in Canton, Michigan, County of Wayne and that the Township Supervisor and Clerk be authorized to sign and submit this application. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Borninski to authorize the sale and consumption of alcohol at The Canton Historical Society's "Brew, Brats & Bands at the Barn" fundraiser on Saturday, September 11, 2021; and furthermore; move that the following resolution be adopted:

That the Charter Township of Canton, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on Saturday, September 11, 2021 at the Cady-Boyer Barn in Preservation Park located at 500 N. Ridge Road in Canton, Michigan, County of Wayne and that the Township Supervisor and Clerk be authorized to sign and submit this application. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Borninski to authorize the sale and consumption of alcohol at the Thursday Night Live concerts being held on July 8, July 15, July 22, July 29, August 5, August 12, and August 19, 2021; and furthermore; move that the following resolution be adopted:

That Maraschino's Bar & Restaurant, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on the following dates during the Thursday Night Live concerts at Heritage Park located at 1010 Canton Center Rd, Canton, Michigan, County of Wayne.

- July 8, 2021
- July 15, 2021
- July 22, 2021
- July 29, 2021
- August 5, 2021
- August 12, 2021
- August 19, 2021

Motion carried unanimously by roll call vote.

Item G-11. Consider Approval of an Inter-Governmental Agreement between Wayne County and Canton Township for Heritage Park Enhancements

Motion by Siegrist, supported by Borninski to authorize the Supervisor to sign the Intergovernmental Agreement between Wayne County and Canton Township for the Enhancements to Heritage Park and to authorize the Finance Department to make necessary budget adjustments to the 2021 Budget to record the Wayne County contribution and the related expenditures. Motion carried unanimously by roll call vote.

Item G-12. Consider Authorization of 2021 FY Specialized Services Operating Assistance Program Agreement with SMART

Motion by Siegrist, supported by Foster to approve the FY 2021 Specialized Services Operating Assistance Agreement between SMART and the Charter Township of Canton for \$35,559 and to authorize the Township Supervisor to sign the contract on behalf of the Township. Motion carried unanimously by roll call vote.

Additional Public comment was held.

Adjourn: Motion by Siegrist, supported by Slavens to adjourn the meeting at 7:54 p.m.

Motion carried unanimously by roll call vote.

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 9, 2021

AGENDA ITEM # G-1

ITEM: Consider Adopting Tax Board of Review Poverty Policy and Guidelines

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: Aaron Powers, WCA Assessing

EXECUTIVE SUMMARY: In accordance with section 211.7u of the Michigan Compiled Laws, Canton Township has offered a partial poverty exemption, through the Board of Review, to qualified homeowners. Canton Township has historically averaged about ten applicants for this exemption per year.

On December 23, 2020, the Governor signed Public Act 253 which made additional changes to the poverty exemption section. The most significant of these changes was revising the guidelines in calculation of the reduction to the taxable value. If a person meets all eligibility requirements in statute, the Board of Review must grant a full exemption equal to a 100% reduction in taxable value OR a partial exemption equal to a 25% or 50% reduction in taxable value OR any other percentage reduction in taxable value approved by the STC.

Additionally, the State adopted an application for use in applying for Poverty Exemption. Other changes exclude the Boards ability to deviate from the policy and guidelines for extraordinary circumstances.

Upon review of past Board of Review actions, reductions in taxable value have averaged close to 50% for qualifying applicants. The recommended policy adopts that stance. The accompanying policy, application and guidelines are in compliance with PA 253 of 2020.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Adopt the Tax Board of Review Poverty Policy and Guidelines

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Assessor will distribute and explain approved policy and guidelines to Tax Board of Review members before the March meeting.

DIRECTOR'S RECOMMENDATION: N/A

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move that the Canton Board of Trustees adopt the Tax Board of Review Poverty Policy and Guidelines in compliance with Public Act 253 of 2020.

ATTACHMENTS:

1. Policy to be used by Tax Board of Review
2. Guidelines and Instructions for Poverty Exemption
3. Application for MCL 211.7u Poverty Exemption
4. Poverty Exemption Affidavit

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 9, 2021

AGENDA ITEM # G-2

ITEM: CONSIDER REAPPOINTMENTS TO CANTON CARES ADVISORY COMMITTEE
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PRESENTER: Anne Marie Graham Hudak, Township Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: Canton Township sponsors a number of events throughout the year benefitting seniors, veterans, youths, the handicapped, and Township employees; however, the Township is limited in the financial contributions it can make. Generous business and individuals have always contributed their time, money and goods; however, donations to the Township are not tax deductible for the donor. As a way to encourage more donations, former Supervisor Pat Williams partnered with the Canton Community Foundation to create a fund that accepts tax deductible donations to help defray the costs of various Township-sponsored programs. The fund is known as the Canton Cares Fund, and is managed by an Advisory Committee made up of Township residents and business owners.

The initial Advisory Committee was appointed on November 17, 2017 by the Canton Township Board of Trustees. The initial terms were staggered with the intention of having three-year terms upon reappointment:

- Jessica Bunjik- One Year initial term (Expiration 11/17/18)
- Laura Mortier- Two Years initial term (Expiration 11/17/19)
- Kim Scartelli- Two Years initial term (Expiration 11/17/19)
- Nadia Mekled- Three Years initial term (Expiration 11/17/20)
- Kristina Wilson- Three years initial term (Expiration 11/17/20)

The by-laws of this fund state that all appointments and reappointments are made by the Board of Trustees. Reappointments were not brought to the Board for approval upon the initial term expiration dates. In addition, two new committee members were appointed within the last 3 years to fill the vacancies of Nadia Mekled and Kim Scartelli, who stated they were not able to continue. The Supervisor appointed Tammy Haggerty and Tammy Brown to fill the vacancies, which was appropriate because the by-laws allow the Supervisor to appoint someone to fill a vacancy.

Since reappointments are supposed to go before the Board of Trustees, the Board is being asked to consider reappointing the following members with terms expiring as follows:

- Laura Mortier – Term Expiration 11/17/22
- Tammy Brown – Term Expiration 11/17/22
- Tammy Haggerty – Term Expiration 11/17/23
- Kristina Wilson – Term Expiration 11/17/23

Jessica Bunjik does not wish to continue, leaving one vacancy on the committee. We will solicit for the open position using our application and interview process, and the appointment will come before the Board once that process is complete.

STRATEGIC PLAN/GOALS: Provide the opportunity for greater support for Township-sponsored programs benefitting seniors, veterans, youth, the handicapped, residents undergoing a crisis, and recognizing Township employees.

ACTION REQUESTED: Reappoint four members to the Canton Cares Advisory Committee

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None.

IMPLEMENTATION PLAN: If approved, the Supervisor's office will notify members of the Advisory Committee of their reappointment.

DIRECTOR'S RECOMMENDATION: NA

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to reappoint four members to the Canton Cares Advisory Committee:
Laura Mortier and Tammy Brown, with terms expiring 11/17/22, and Tammy Haggerty and Kristina Wilson with terms expiring 11/17/23.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 9, 2021

AGENDA ITEM #G-3

ITEM: Request Budget Amendments to the 2021 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. The Township originally planned to spend approximately \$14.9 million in 2020 and \$6.2 million in 2021; however, due to the COVID-19 pandemic, project construction and progress was delayed. After putting all CIP projects on hold for a large portion of 2020, we are ready to proceed again. As a result, various budget amendments are needed to move project budgets originally planned for 2020 into 2021.

STRATEGIC PLAN/GOALS: Continue the CIP projects to update existing capital infrastructure.

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 2021 CIP bond projects

ATTACHMENTS: CIP 2020 to 2021 budget adjustments

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 9, 2021

AGENDA ITEM #G-4

ITEM: Request Approval to Pay Employees for COVID Expense Relief

PRESENTER: Wendy N. Trumbull, Finance & Budget Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

BACKGROUND: Throughout the pandemic and more specifically in November when the most recent Township closure started, employees have been utilizing more technology than they have in the past. We have attempted to provide the technology needed to allow employees to work efficiently at home; however, some employees have requested additional technology to assist in their needs, while others have purchased or had the additional technology available to them. In an effort to help employees purchase needed supplies or technology to help them work efficiently, we are requesting the Board approve a one-time COVID Expense Relief bonus in the amount of \$125 to all full-time and continuing part-time employees employed with the Township on this date. If approved, the total cost to the Township for all employees to receive this bonus approximates \$50,000.

STRATEGIC PLAN/GOALS: Assist employees with COVID Expense Relief

ACTION REQUESTED: Approve a one-time COVID Expense Relief bonus to all full-time employees in the amount of \$125.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The budget impact across all funds will total approximately \$50,000 and should be able to be absorbed within the current budgets.

IMPLEMENTATION PLAN: If approved, the budget will be posted to the accounts.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve a COVID Expense Relief bonus in the amount of \$125 to all full-time and continuing part-time employees employed by the Township as of February 9, 2021.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 09, 2021

AGENDA ITEM #G-5

**ITEM: Consider Approval of the Purchase of Vehicles for 2021 and an Associated
Amendment to the 2021 Fire Budget**

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: MSD Fleet Services evaluates all vehicles that meet the minimum replacement criteria each year and recommends replacements as part of the Capital Improvement Program process. This year nine (9) vehicles are budgeted for replacement and/or to meet the services needs of the various users. The on-street vehicle fleet has 190 total units.

The Township will again utilize existing publicly bid government pricing contracts administered through Macomb County for all Ford purchases.

The units taken out of service will be rotated elsewhere in the fleet and/or be auctioned off using our online auction site, BidCorp.com, for disposal.

The vehicles that are proposed to be purchased have all been evaluated for alternative fueling sources including electric. It should be noted that the police fund had budgeted 6 vehicles for replacement, however are only purchasing 5 as they have opted for hybrid engine vehicles, which are more expensive than those originally budgeted.

In addition, both State and Federal grant opportunities were researched and it was found that the vehicles on the list for 2021 do not qualify at this time.

The total value of the purchases for 2021 is \$292,905 and each unit has adequate funds budgeted in the respective department budgets.

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.

The eight (8) replacements vehicles for 2021 include:

- 5 Units for Police
- 1 Unit for Engineering
- 2 Units for Fire

STRATEGIC PLAN/GOALS: Maintain the assets, to extend the useful life cycle until replacement is necessary.

ACTION REQUESTED: Approve the purchase of vehicles for 2021.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The account numbers are listed on the attached spreadsheet. Additionally, an amendment to the 2021 Fire Budget is being requested to decrease the Fire - Transfer to Fund Balance Account #206-336-50.999 by \$10,500, and to increase the Fire - Capital Outlay Vehicles Account #206-336-50.970-0040 by \$10,500.

IMPLEMENTATION PLAN: Upon approval by the Township Board, the purchase orders will be created. Delivery can be expected 60-180 days from order date. The new vehicles will be delivered to the Fleet Service Center. Any usable equipment will be transferred over to the new units coming into service.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

- 1) I move to approve the purchase of eight (8) vehicles totaling \$292,905 as depicted in the spreadsheet.
- 2) I further move to approve the following budget amendment to the 2021 Fire Budget:

<i>Decrease Expenditures:</i>		
Fire – Transfer to Fund Balance	Account #206-336-50.999	\$10,500

<i>Increase Expenditures:</i>		
Fire – Capital Outlay Vehicles	Account #206-336-50.970_0040	\$10,500

ATTACHMENTS:

1. Spreadsheet of 2021 Vehicle Purchases.
2. Vehicle Build Specifications.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 9, 2021

AGENDA ITEM: G-6

ITEM: Consider Approval of a Contract Extension with HydroCorp Incorporated to Continue Canton's Commercial Cross Connection Control Program

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: The Michigan Department of Environment Great Lakes and Energy (EGLE) requires municipalities provide for a safe water supply system through an effective cross-connection control program. EGLE requires municipalities to inspect commercial and industrial properties and submit annual reports for their programs.

Since 2006, Canton has contracted the industrial/commercial Cross Connection Control program with City of Troy based, HydroCorp Incorporated. They have upheld their contractual obligations and achieved the goals expected of the requested services. An extensive evaluation of the required services has been performed and it has been found the best option is to have HydroCorp perform these services and extend the contract three years. There are only two companies that perform this type of work throughout the State and HydroCorp performs work in southeast Michigan. In addition, HydroCorp also performs the Township's residential program. The three- year proposal for the required services is in the amount of \$35,040 annually or \$2,920 monthly.

BACKGROUND: N/A

STRATEGIC PLAN/GOALS: Provide annual inspections for the industrial/commercial cross-connection control program, educate the community, and report activities to meet EGLE/federal and Township Ordinance.

ACTION REQUESTED: Consider approval of commercial Cross Connection Control Contract with HydroCorp Incorporated in the amount of \$35,040 Annually.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Account #592-536.801_0050 (Contractual Professional Services) contains adequate funds annually for the commercial cross connection control program.

IMPLEMENTATION PLAN: Upon approval, the contract will be signed with HydroCorp Incorporated and the commercial ccc program will continue in 2021.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTORS RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the professional services contract with HydroCorp, Inc. to provide management services and inspections for the Township's commercial cross connection control program for an amount of \$35,040 per year subject to approval of contract by Township attorney.

ATTACHMENTS:

1. HydroCorp Incorporated Proposal

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 09, 2021

AGENDA ITEM: G-7

ITEM: Consider Authorization of a Purchase Order to Fishbeck, Inc. for Professional Engineering Services for the 2021 Road Improvement Program

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: On October 22, 2019, the Township Board authorized extension of our contract with Fishbeck, Inc. (Fishbeck) for the 2020 and 2021 projects. The following projects have been authorized for 2021: Canton Center (Cherry Hill to Ford), Haggerty (US-12 to Van Born) and Sheldon (Cherry Hill to Ford). The scope of work for these projects has been reviewed with Wayne County, and detailed engineering design can now be completed.

BACKGROUND: In 2018 the Board approved ballot language for a 1.45-mill road funding millage which was approved in August 2018. The Township is entering the third year of this program and details of the proposed 2021 major road projects were presented to the Township Board during study sessions. The scope of these three projects was developed with the County Engineers and engineering costs are provided in the attached proposal from Fishbeck.

STRATEGIC PLAN/GOALS: Board Goal #2: Maintenance of Infrastructure in the community

ACTION REQUESTED: Consider approving a purchase order for Fishbeck, Inc. in the amount of \$114,576 along with a 10% contingency of \$11,457 for a total of \$126,033 for the design and construction services for the three Major Roads Projects for 2020.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funding for this project will require a budget amendment from the Road Fund. The following budget amendment is necessary to fund this project.

Increase Expenditure:

204-446-11.801_0040	Professional Services	\$126,033
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Decrease Expenditure:

204-446-11.970_0050	Capital Outlay Infrastructure	\$126,033
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IMPLEMENTATION PLAN: Upon Board approval, Engineering Services will issue a purchase order contract with Fishbeck under their Professional Master Services Agreement.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1) I move to approve the following budget amendment:

Increase Expenditure:

204-446-11.801_0040	Professional Services	\$126,033
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Decrease Expenditure:

204-446-11.970_0050	Capital Outlay Infrastructure	\$126,033
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2) I move to approve a purchase order contract for the 2021 Major Road construction projects to Fishbeck, Inc. in the amount of \$126,033.

ATTACHMENTS:

1. Proposal for Design Services – Fishbeck, Inc.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 9, 2021

AGENDA ITEM: G-8

ITEM: Consider Approval of an Extension of the Contract with Rotondo Construction Corporation for the 2021 Sidewalk Repair Program

PRESENTER:

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: In January 2017, Canton Township publicly bid the annual Sidewalk Repair Program (SWRP), which includes work in the subdivisions, on the primary roads, the sidewalk gaps and incidental flatwork on Township properties. The Board awarded a contract to Rotondo Construction Corporation (Rotondo) for the 2017 program, and has extended their contract, “based on satisfactory performance and stable prices”. The coronavirus pandemic caused a late start in the 2020 sidewalk program which prohibited the contractor to complete all the scheduled repairs. The contractor will be back in the spring of 2021 to complete the repairs in Zone 5. There are three subdivisions (Glengarry North and Glengarry Village #1 & #2) in which a water main project took place in 2020 and the contractor agreed to hold his concrete prices to include with the repairs in the spring. The contractor displayed satisfactory performance and is requesting a change in the unit cost only in concrete pricing for the 2021 program located in Zone 6. Their supplier has increased the cost of concrete at \$8.00 per cubic yard. Engineering Services requests to extend the contract with Rotondo for 2021.

BACKGROUND: The funds budgeted for the 2020 sidewalk repair program will cover the work to be performed in Zone 5 in the spring of 2021. The budget for all of the components of the scheduled 2021 Sidewalk Program is \$885,000. After assessment of the actual sidewalks in subdivisions located in zone 6 along with miscellaneous locations in the community, the total estimated cost for the 2021 program exceeded the budgeted amount and has been scaled back. The increase was primarily due to poor condition of sidewalks mostly in two of the targeted subdivisions and a significant increase in miscellaneous locations where complaints were made, including locations that took the option to defer, due to the pandemic in 2020. For these reasons Engineering Services has scaled back the 2021 program reducing the perimeter of zone 6, eliminating ten subdivisions and approximately 200 miscellaneous parcels to meet the 2021 budget amount

STRATEGIC PLAN/GOALS: To provide safe, barrier free sidewalk and drive approaches in the community so pedestrians can safely use the sidewalk system.

ACTION REQUESTED: Authorize Engineering Services to issue a notice to Rotondo Construction Corporation to extend the existing contract and issue the purchase orders for the 2021 program that reflect the budget and the new unit costs.

BUDGET IMPLICATIONS AND ACCOUNT NUMBERS: The current budget for the 2021 SWR program is \$885,000 through Maintenance & Repair of Sidewalks Account #101-447-03.930_0050; Water Fund #592-536.930_0050 and Sewer Fund #592-537.930_0050.

IMPLEMENTATION PLAN: Upon approval, a purchase order will be created and the sidewalk repair program will proceed.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTORS RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve an extension of the contract with Rotondo Construction Corporation for the completion of the 2020 sidewalk repair program and the 2021 sidewalk repair program in the amount of \$885,000.

ATTACHMENTS:

1. 2021 Contractor Sidewalk Prices
2. 2021 Contractor Supplier Concrete Prices

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 9, 2021

AGENDA ITEM #G-9

ITEM: Consider Approving the Purchase of a Key Card Access System for Fire Station #3

PRESENTER: Christopher Stoecklein, Director of Fire Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Fire Department is requesting to purchase a Key Card Access System for Fire Station #3. This system will tie into the card reader systems currently installed throughout including all Public Safety buildings. Interstate Security, Inc., the Township's contracted vendor for this card access system, has quoted \$20,000 for purchase and installation.

BACKGROUND INFORMATION: The Township's 2019-23 Capital Improvement Plan identified security improvements at Fire Station #3 for 2021. The Key Card Access System will replace the metal key and cypher lock systems currently in place at the fire station, providing for heightened security and controlled access to the facility. Firefighters are currently issued key cards for entry into the Public Safety Headquarters Building, Fire Station #1 and soon the new Fire Station #2. By equipping Fire Station #3, staff, including maintenance personnel, will have one method of entry into all public safety facilities.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the purchase of a Key Card Access System for Fire Station #3 from Interstate Security, Inc., in the amount of \$20,000.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds in the amount of \$20,000 are budgeted in the 2021 Fire Capital Outlay Buildings Account #206-336-50.970_0020.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to Approve the purchase of a Key Card Access System for Fire Station #3 from Interstate Security, Inc., in the amount of \$20,000, utilizing funds budgeted in the 2021 Fire Capital Outlay Buildings Account.

ATTACHMENTS: Attachment A – Interstate Security Inc., Price Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 9, 2021

AGENDA ITEM #G-10

ITEM: Appointments to the Commission for Culture, Arts & Heritage

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

The Boards and Commissions Interview panel along with the Chair and Vice Chair of the Cultural Commission is recommending the appointments of Husain Haidri, Neha Rao, Jason Davis, and Cornelis vanSpronsen.

Per its bylaws, the Commission has also designated one position on its board as the Canton Board of Trustees Representative. Ms. Tania Ganguly will fill this vacant position and serve as the designated Township Board representative.

BACKGROUND:

The Commission for Culture, Arts & Heritage was established in 2004 to promote public awareness of culture, arts and heritage in the community. This commission's members are a very dedicated group of volunteers who provide excellent input for the development of high-quality cultural activities that are accessible to all.

In 2020, five positions became vacant on the Commission for Culture, Arts & Heritage Committee including a Partnership for the Arts Representative. The openings were advertised in the FOCUS and applicants were advised to apply online. As a result, seven applicants were interviewed and four were selected to fill the four vacant member-at-large positions. No application was submitted for the Partnership for the Arts Representative leaving that position open.

STRATEGIC PLAN/GOALS:

Promote the Community, Educate and Inform Residents

ACTION REQUESTED: Appoint Husain Haidri, Neha Rao, Jason Davis, and Cornelis vanSpronsen to the Commission for Culture, Arts & Heritage. Appoint Tania Ganguly as the designated Board of Trustees representative.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: CLS will notify the candidates of their appointments.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move that the Board of Trustees of the Charter Township of Canton approve the appointments of Husain Haidri, Neha Rao, Jason Davis, and Cornelis vanSpronsen to the Commission for Culture, Arts & Heritage for a three-year term to expire December 31, 2024.
2. I further move that the Board of Trustees approve the appointment of Tania Ganguly as the Canton Board of Trustees representative to the Canton Commission for Culture, Arts & Heritage.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 9, 2021

AGENDA ITEM #G-11

ITEM: Consider Awarding Contract and Approve a Purchase Order for Indoor Track Surface Replacement at Summit on the Park

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: On January 7, 2021, three proposals were returned for the Indoor Track Surface Replacement at Summit on the Park. A panel of Leisure Services and Finance staff interviewed and scored the three companies based on set criteria detailed in the Request for Proposal (Attachment A.) After careful evaluation, we are recommending Fosters Specialty Floor for the Indoor Track Surface Replacement at Summit on the Park in the amount of \$25,400 (Attachment A) with a 10% contingency of \$2,540 for a total project cost of \$27,940.

BACKGROUND INFORMATION:

As an approved Capital Improvement Project (CIP) item, Summit on the Park has a line item budget of \$38,500 (project #210024) for Summit on the Park Indoor Track Surface Replacement. Fosters Specialty Floor proposed costs are within budget and allow for a \$2,540 contingency for unforeseen costs.

Project #	Description	Account #	Budget	Proposed Cost
210024	Track Surface	401-757.970_0020	38,500	25,400
	Contingency	401-757.970_0020		2,540
		Total		27,940

In December 2020, Leisure Services staff advertised a Request for Proposal (RFP) for the Indoor Track Surface Replacement at the Summit on the Park where three proposals were received. The companies were interviewed and scored based on the criteria detailed in the RFP. After careful evaluation, the interview panel concluded that Fosters Specialty Floor would be recommended for the Summit Indoor Track Surface Replacement project.

STRATEGIC PLAN/GOALS: Improve infrastructure.

ACTION REQUESTED: Award the contract and allow a purchase order in the amount of \$27,940 to be paid from account #401-757.970_0020 Capital Improvement Plan to Foster Specialty Floor, 30681 Wixom Rd., PO Box 930382, Wixom, MI 48393.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: \$27,940 will be paid from account #401-757.970_0020 Capital Improvement Plan

IMPLEMENTATION PLAN: Upon Board Approval, a purchase order will be generated and Fosters Specialty Floor will be contacted.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award the contract and approve a purchase order for the Indoor Track Surface Replacement at Summit on the Park to Foster Specialty Floor, 30681 Wixom Rd., PO Box 930382, Wixom, MI 48393 in the amount of \$27,940 with funds to be paid from account #401-757.970_0020 Capital Improvement Plan.

ATTACHMENT:

Attachment A: Request for Proposal

Attachment B: Company Proposal

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 9, 2021

AGENDA ITEM #G-12

ITEM: Consider Awarding Contract and Approve a Purchase Order for Locker Replacement at Summit on the Park

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: On January 7, 2021, two proposals were returned for the Locker Replacement at Summit on the Park. A panel of Leisure Services and Finance staff interviewed and scored both companies based on set criteria detailed in the Request for Proposal (Attachment A.) After careful evaluation, we are recommending Carpentry Concepts and Ceilings, LLC for the locker replacement at Summit on the Park for a proposed amount of \$70,354 (Attachment A) and to include an additional contingency of \$5,000 to be used as needed within the budgeted amount for a total project cost of \$75,354.

BACKGROUND INFORMATION:

As approved Capital Improvement Project (CIP) items, Summit on the Park has a line item budget of \$66,000 (project #210013) for the men and women's fitness lockers and a line item budget of \$16,500 (project #210042) for a special accommodations locker replacement at this facility. Carpentry Concepts proposed costs are within budget and allow for a \$5,000 contingency for unforeseen costs.

Project #	Description	Account #	Budget	Proposed Cost
210013	Men and Women's Locker (Fitness)	401-757.970_0020	66,000	61,376
210042	Lockers - metal Spec 1 replace with plastic access locker room#164	401-757.970_0020	16,500	8,978
	Contingency	401-757.970_0020		5,000
		Total		75,354

In December 2020, Leisure Services staff advertised a Request for Proposal (RFP) for the Locker Replacement at the Summit on the Park where two proposals were received. Both companies were interviewed and scored based on the criteria detailed in the RFP. After careful evaluation, the interview panel concluded that Carpentry Concepts and Ceilings,

LLC would be recommended the Summit Locker Replacement project.

STRATEGIC PLAN/GOALS: Improve infrastructure.

ACTION REQUESTED: Award the contract and allow a purchase order in the amount of \$75,354 to be paid from account #401-757.970_0020 Capital Improvement Plan to Carpentry Concepts and Ceilings, LLC, 18786 Susanna, Livonia, MI 48152.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: \$75,354 will be paid from account #401-757.970_0020 Capital Improvement Plan

IMPLEMENTATION PLAN: Upon Board Approval, a purchase order will be generated and Carpentry Concepts and Ceilings, LLC will be contacted.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award the contract and approve a purchase order for the Locker Replacement at Summit on the Park to Carpentry Concepts and Ceilings, LLC, 18786 Susanna, Livonia, MI 48152 in the amount of \$75,354 with funds to be paid from account #401-757.970_0020 Capital Improvement Plan.

ATTACHMENT:

Attachment A: Request for Proposal

Attachment B: Company Proposal