



## REGULAR MEETING OF THE BOARD OF TRUSTEES

May 25, 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](mailto: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/83850915100>

Or One tap mobile:

1-646-558-8656 (83850915100#) or 1-301-715-8592 (83850915100#)

Or Telephone:

1-646-558-8656 or 1-301-715-8592

Webinar ID: 838 5091 5100

International numbers available: <https://us02web.zoom.us/u/kdcWtYKaxs>

### **7:00 P.M.:**

CALL TO ORDER

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

ADOPTION OF AGENDA

APPROVAL OF MINUTES: May 4, 11 & 18, 2021

PUBLIC COMMENT

PAYMENT OF BILLS

### **PUBLIC HEARING:**

- 1) PUBLIC HEARING FOR APPROVAL TO AMEND THE 2019 CDBG PROGRAM YEAR ANNUAL ACTION PLAN
- 2) PUBLIC HEARING FOR APPROVAL OF THE PY 2021 ANNUAL ACTION PLAN AND THE FIVE-YEAR CONSOLIDATED PLAN

### **CONSENT CALENDAR:**

- 1) CONSIDER ADOPTION OF A RESOLUTION FOR APPROVAL OF APPLICATION FOR ADDITIONAL MERS SERVICE CREDIT BY EMPLOYEE

2) CONSIDER APPROVAL OF APPLICATION FOR MLCC SPECIAL LIQUOR LICENSES

**GENERAL CALENDAR:**

- 1) CONSIDER APPROVAL OF SITE PLAN FOR HOME DEPOT OUTLOT (MSD)
- 2) CONSIDER APPROVAL OF A SPECIAL LAND USE FOR A GROUP CHILD CARE HOME (SHANNON FRANKE DAY CARE) (MSD)
- 3) CONSIDER APPROVAL OF A PURCHASE ORDER INCREASE FOR A DUMPSTER ENCLOSURE AT CSC (CLS)
- 4) CONSIDER AWARDDING CONTRACT AND APPROVE PURCHASE ORDER FOR PROJECTS IN CONNECTION WITH THE CAPITAL IMPROVEMENT PROGRAM (CLS)
- 5) CONSIDER APPROVING A REQUEST TO PURCHASE AMMUNITION (POLICE)
- 6) CONSIDER APPROVING THE PURCHASE OF ONE DIGITAL PLAN REVIEW TABLE AND AN ASSOCIATED AMENDMENT TO THE 2021 FIRE BUDGET (FIRE)

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](http://www.canton-mi.org).

**Charter Township of Canton  
Board Proceedings – May 4, 2021**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, May 4, 2021 virtually. Supervisor Graham-Hudak called the meeting to order at 6:01 p.m.

Members Present: Borninski, Foster, Ganguly, Graham-Hudak, Siegrist, Slavens, Sneideman  
Location of all members is Canton Township, Michigan  
Members Absent: None  
Staff Present: Amy Hamilton, DDA Coordinator / Communications Specialist

**Adoption of Agenda:**

Motion by Siegrist, supported by Slavens to adopt the agenda as amended with the addition of item G-1. Motion carried unanimously by roll call vote.

**Item G-1. Consideration of an emergency ordinance approving Code of Ordinance Amendments to Part I, Chapter 74 Entitled “Utilities”, Article II, Division 2, Subdivision II Entitled “Schedule of Rates and Charges”, Section 74-83.**

Motion by Siegrist, supported by Borninski to declare an emergency ordinance and move to adopt Code of Ordinance Amendments to Part I, Chapter 74 Entitled “Utilities”, Article II, Division 2, Subdivision II Entitled “Schedule of Rates and Charges”, Section 74-83 with one reading. And, further move that the ordinance shall be published on 5/6/21, at which time the ordinance shall become effective. Motion carried unanimously by roll call vote.

**Study Session:**

**1) DDA Update**

**Presentation:** Given by Amy Hamilton, Coordinator / Communications Specialist

A presentation was given to the Board explaining what Canton’s Downtown Development Authority is, what it’s responsible for and how it operates. Future goals and objectives for the DDA were also be discussed.

**Public Comment:**

Public comment was held.

**Adjourn:** Motion by Siegrist, supported by Sneideman to adjourn the meeting at 8:46 p.m. Motion carried unanimously by roll call vote.

**Charter Township of Canton  
Board Proceedings – May 11, 2021**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, May 11, 2021 virtually. Supervisor Graham-Hudak called the meeting to order at 7:00 p.m.

Members Present: Borninski, Foster, Ganguly, Graham-Hudak, Siegrist, Slavens, Sneiderman  
Siegrist’s location is Grand Rapids, all other members stated their location is Canton Township

Members Absent: None

Staff Present: Director Hohenberger, Director Smith, Director Baugh, Director Stoecklein

**Adoption of Agenda:**

Motion by Siegrist, supported by Borninski to adopt the agenda as amended adding item G-0. Motion carried unanimously by roll call vote.

**Approval of Minutes:**

Motion by Siegrist supported by Sneiderman to approve the April 20 & 27, 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 Foster to approve the payment of bills as presented. Motion carried unanimously by roll call vote.

<b>CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF May 11, 2021</b>		
101	GENERAL FUND	478,575.21
204	ROADS FUND	85,518.96
206	FIRE FUND	228,082.60
207	POLICE FUND	221,151.43
208	SUMMIT OPERATING (General)	44,817.34
219	STREET LIGHTING	0.00
230	CABLE TV FUND	5,044.00
246	TWP (COMMUNITY) IMPROVEMENT	10,940.00
248	DDA - CANTON	23,975.45
261	E-911 UTILITY	474.12
265	ORGANIZED CRIME - DRUG ENFORCEMENT	46,032.62
274	CDBG	11,046.01

276	NSP GRANTS FUND	0.00
401	CAP PROJ - ENERGY PROJECT	308,877.74
402	CAP PROJ - SUMMIT CONSTR	0.00
403	CAP PROJ - ROAD PAVING	0.00
584	GOLF FUND	63,344.17
592	WATER & SEWER FUND	95,946.34
596	SOLID WASTE	362,778.61
661	FLEET	32,887.76
701	TRUST & AGENCY FUND	3,775.00
702	CUSTODIAL FUND	33,489.79
736	POST EMPLOYMENT BENEFITS	50,850.34
852	SPECIAL ASSESSMENT DEBT	0.00
301	ENERGY PROJECT DEBT SVCE FUND	202,900.16
302	CAPITAL PROJECT DEBT SERVICE	0.00
		0.00
<b>TOTAL - ALL FUNDS</b>		<b>2,310,507.65</b>

**Consent Calendar:**

**Item C-1. Consider Awarding Contract and Approve Purchase Order for projects in connection with the Capital Improvement Program**

Motion by Siegrist, supported by Borninski to approve the contract and approve a purchase order to Great Lakes Recreation, 39 Veterans Drive, Suite 310 Holland, MI 49423 and Gold Star Commercial 264 Executive Drive Troy, MI 48083 for the following project(s) as identified in the Capital Improvement Plan:

Project #	Description	Account #	Amount
200046 & 200045	Independence & Griffin Park ADA Site Assessment	401-752.970_0025	\$52,251.42
210022	Fellows Creek Club House Siding	401-772.970_0020	\$27,750

Motion carried unanimously by roll call vote.

**Item C-2. Consideration of Second Reading of an Ordinance Amending Chapter 18 of the Canton Code of Ordinances, to add a new Division 8 entitled Mobile Food Vending**

Motion by Siegrist, supported by Borninski to remove from the table, hold the second reading and adopt an ordinance amending Chapter 18, Article III, by adding a new Division 8 entitled “Mobile Food Vending.” Motion carried unanimously by roll call vote.

**General Calendar:**

**Item G-0. Consider Establishing a Mobile Food Vending Fee of \$150.**

Motion by Siegrist, supported by Slavens to establish a mobile food vending fee of \$150.  
Motion carried unanimously by roll call vote.

**Item G-1. Consider Approval of Lawn Maintenance Contract for 2021-2025**

Motion by Siegrist, supported by Borninski to award the 2021-2025 lawn maintenance contract to Reliable Landscaping, 8285 Lilley Rd, Canton, MI 48187

Funds are to be paid out of the following accounts:

Parks	#101-752-50.801_0050	\$13,550
Parks (contingency)	#101-752-50.801_0050	\$ 2,500
Cemeteries	#101-276-50.801_0050	\$ 9,650
Historic District Commission	#101-803-930-0020	\$ 4,000
Fire	#206-336-50.930-0020	\$ 4,400
Police	#207-301-50.930-0020	\$ 7,700
Municipal Services (Public Works)	#592-536.930_0070	\$ 4,300
Municipal Services (Public Works)	#592-537.930_0070	\$ 1,300
Municipal Services (Fleet Maintenance)	#661-550.930_0070	\$ 2,500
		<b>Total \$49,900</b>

Motion by Siegrist, supported by Slavens to table the discussion for a future meeting. Motion carried unanimously by roll call vote.

**Item G-2. Consider Approval for the Emergency Purchase Order for the Replacement of a Condenser Coil on Unit 4 at the Township Administration Building**

Motion by Siegrist, supported by Borninski to approve the emergency purchase order for the replacement of a condenser coil on RTU #4 for the Canton Township Administration Building to Goyette Mechanical, 1733 Highwood East, Pontiac, MI 48340 in the amount of \$15,381 to be paid from account #246-750.970\_0020 Capital Building and Improvements. Motion carried unanimously by roll call vote.

**Item G-3. Consider a Request to Waive the Bidding Process and Approve the Purchase of 25 Dell Laptops with an Associated 2021 Police Budget Amendment**

Motion by Siegrist, supported by Borninski to waive the bidding process and purchase 25 Dell Latitude 5424 Rugged Laptops from Dell, LP, for the Oakland County pre-negotiated, discounted amount of \$57,100, and to approve the below amendment to the 2021 Police Budget:

Increase 2021 Police Revenues:

Fund Balance Appropriation: #207-000.695 \$38,600

Increase 2021 Police Appropriations:

Capital Outlay Computers: #207-301-50.970.0010 \$38,600

Motion carried unanimously by roll call vote.

**Item G-4. Consider a Request to Approve the Purchase of (31) Body Armor Vests from On Duty Gear, LLC**

Motion by Siegrist, supported by Sneiderman to approve to approve the purchase of 31 Armor Express Razor Level II vests from On Duty Gear, LLC, at the state bid price of \$20,460. Motion carried unanimously by roll call vote.

**Item G-5. Consider Appointment to the Historic District Commission**

Motion by Siegrist, supported by Borninski to approve the appointment of Phyllis Redfern to the Canton Historic District Commission for a three-year term effective through April 30, 2024. Motion carried unanimously by roll call vote.

**Item G-6. Consider Appointments to Downtown Development Authority Board**

Motion by Siegrist, supported by Slavens to move that the Canton Township Board of Trustees re-appoint Bart Patterson and appoint Sandeep Narang and Richard Zuniga to the Board of Directors of the Downtown Development Authority of the Charter Township of Canton for a four-year term beginning May 11, 2021 and ending May 11, 2025. Motion carried unanimously by roll call vote.

**Item G-7. Consider Reappointment to the Building Board of Appeals**

Motion by Siegrist, supported by Borninski to reappoint Daljit Benipal to the Building Board of Appeals for a two-year term to expire on April 9, 2023. Motion carried unanimously by roll call vote.

Additional Public comment was held.

**Adjourn:** Motion by Siegrist, supported by Slavens to adjourn the meeting at 7:53 p.m. Motion carried unanimously by roll call vote.

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Michael A. Siegrist, Clerk

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Anne Marie Graham-Hudak, Supervisor

**Charter Township of Canton  
Board Proceedings – May 18, 2021**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, May 18, 2021 virtually. Supervisor Graham-Hudak called the meeting to order at 6:01 p.m.

Members Present: Borninski, Foster, Ganguly, Graham-Hudak, Siegrist, Slavens, Sneiderman  
Location of Sneiderman is Gladwin, Michigan, all other members located in Canton Township, Michigan

Members Absent: None

Staff Present: Director Hohenberger, Director Baugh, Director Stoecklein,  
Manager Conley

**Adoption of Agenda:**

Motion by Siegrist, supported by Slavens to adopt the agenda as amended with the addition of a discussion on the mask mandate. Motion carried unanimously by roll call vote.

**Item G-1. Consider Approval of Lawn Maintenance Contract for 2021-2025**

Motion by Borninski, supported by Slavens to award the 2021-2025 lawn maintenance contract to Reliable Landscaping, 8285 Lilley Rd, Canton, MI 48187.

Funds are to be paid out of the following accounts:

Parks	#101-752-50.801_0050	\$13,550
Parks (contingency)	#101-752-50.801_0050	\$ 2,500
Cemeteries	#101-276-50.801_0050	\$ 9,650
Historic District Commission	#101-803-930-0020	\$ 4,000
Fire	#206-336-50.930-0020	\$ 4,400
Police	#207-301-50.930-0020	\$ 7,700
Municipal Services (Public Works)	#592-536.930_0070	\$ 4,300
Municipal Services (Public Works)	#592-537.930_0070	\$ 1,300
Municipal Services (Fleet Maintenance)	#661-550.930_0070	\$ 2,500
		<b>Total \$49,900</b>

Motion carried unanimously by roll call vote.

**Discussion:**

Discussion was held regarding the new MDHHS mask guidelines. Staff recommendation is to follow the current MIOSHA guidelines with no change to the mask mandate throughout Canton Township Facilities until MIOSHA updates their guidelines and further discussion can take place.



**Study Session:**

**1) DATA TRANSPARENCY: CRIME, DIVERSION, TRAINING AND SPECIAL TOPICS**

**Presentation:** Given by Director Baugh

The Canton Police Department introduced a data transparency presentation related to their crime, diversion programs, and training.

**Public Comment:**

Public comment was held.

**Adjourn:** Motion by Foster, supported by Sneideman to adjourn the meeting at 8:15 p.m.  
Motion carried unanimously by roll call vote.

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Michael A. Siegrist, Clerk

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Anne Marie Graham-Hudak, Supervisor

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** May 25, 2021

**AGENDA ITEM #PH-1**

<b>ITEM: Public Hearing for Approval to Amend the 2019 CDBG Program Year Annual Action Plan</b>
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**PRESENTER:** Wendy Trumbull, Finance and Budget Director

**INDIVIDUALS IN ATTENDANCE:** None anticipated

**EXECUTIVE SUMMARY:** On April 3, 2020, Congress announced the *Coronavirus Aid, Relief and Economic Security Act* (CARES Act) and provided funding of \$5 billion in supplemental CDBG funding for grantees to prevent, prepare for, and respond to the Coronavirus. \$53 million was awarded to help local governments in Southeast Michigan. Canton Township received \$215,200.

On September 11, 2020, the United States Department of Housing and Urban Development announced the allocation of the remaining \$1.988 billion in CARES Act funding for CDBG recipients. The allocation focuses funds toward places with households facing higher risk of eviction. Canton Township received \$348,090.

We have attached the detailed amended 2019 Annual Action Plan to include the Covid-19 grant dollars awarded (CV 1 and CV 3), which includes the following programs:

- Subsistence Payments \$353,152
- Canton Covid-19 Testing, Diagnosis and Vaccination Program \$119,000
- Program Administration \$91,138

This plan was made available to the public for the required 5-day public comment period starting on May 13, and this meeting represents our required public hearing.

**STRATEGIC PLAN/GOALS:** The recommended new funding requests will help to assist Canton and Canton residents in the war against the pandemic.

**ACTION REQUESTED:** Hold the public hearing, adopt the amendments to projects and project funding, and adopt the amendments made to the PY 2019 Annual Action Plan.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The Board increased the 2020 budget by \$215,200 in 2020. Requesting to increase the 2021 budget by \$348,090.

**IMPLEMENTATION PLAN:** The program amendments adopted by the Board will be forwarded to HUD as Canton Township's official Amended PY 2019 CDBG Amended Annual Action Plan.

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

(1) I move to open the public hearing to hear comments on the amended 2019 Annual Action Plan.

(2) I move to close the public hearing.

(3) I move to adopt the 2019 Annual Action Plan and authorize the submission of this plan to the Department of Housing and Urban Development (HUD).

(4) I move to approve the following budget amendment:

Increase Revenue:

# 274-000.501_0009 (Federal Grants Covid-19)	\$348,090
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Increase Expenses:

#274-667.877 (Program Administration)	\$69,618
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#274-667.955_0001 (Misc. Township Emergency)	\$278,472
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**ATTACHMENT:** CDBG CV Project Descriptions

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** May 25, 2021

**AGENDA ITEM #PH-2**

<p><b><u>ITEM:</u> Public Hearing for Approval of the PY 2021 Annual Action Plan and the Five-Year Consolidated Plan</b></p>
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**PRESENTER:** Wendy Trumbull, Finance and Budget Director

**INDIVIDUALS IN ATTENDANCE:** None anticipated

**EXECUTIVE SUMMARY:** Every five years, HUD requires communities participating in the Community Development Block Grant (CDBG) program to submit a Five-Year Consolidated Plan, which outlines priorities for the CDBG program for the next five years. The Consolidated Plan is an extensive document, requiring considerable research and writing. Canton retained a consultant, Wade Trim, to prepare the plan under the direction of Canton Township. Canton's Five-Year Consolidated Plan considers the needs that HUD requires each community to address: general housing needs, the homeless, seniors, the mentally ill, lead-based paint remediation, public housing, fair housing, and barriers to affordable housing. Canton is already adequately addressing these needs with its own and CDBG funds, or the needs are handled by outside agencies. Canton is not "locked in" by the Consolidated Plan, and it can be amended at any time to include new priorities or revisions to existing priorities.

The One Year Action Plan is a portion of the Consolidated Plan that must be updated annually. It provides detailed information on the resources Canton expects to receive and the activities to be undertaken to meet the priority needs identified in the Consolidated Plan. The Consolidated Plan and Program Year 2021 CDBG Annual Action Plan were developed at public hearings of the CDBG Advisory Council, and as its name implies, the recommendations of the Advisory Council are suggested but not compulsory. The Program Year 2021 CDBG program is consistent with past years' programs and includes a mixture of public service agencies and construction projects. The 30-day public comment period for the Consolidated Plan and Program Year 2021 CDBG program ended May 22, 2021. The total CDBG budget for Program Year 2021 is \$376,440. The recommended projects are First Step (\$20,000), Neighborhood Legal Services (\$20,000), Canton Youth Connection Program (\$15,645), Administration (\$74,194), Heritage Park ADA Playground (\$141,134), and Housing Rehabilitation (\$105,467).

**STRATEGIC PLAN/GOALS:** The approved Five-Year Consolidated Plan must be submitted to HUD as soon as possible. The Program Year 2021 CDBG program begins July 1.

**ACTION REQUESTED:** Hold the public hearing, approve the resolution adopting the 2021-2025 Five Year Consolidated Plan and the Program Year 2021 Annual Action Plan.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The authorized CDBG budget for Program Year 2021 is \$376,440

**IMPLEMENTATION PLAN:** The program adopted by the Board will be forwarded to HUD as Canton Township's official PY 2021 CDBG Annual Action Plan and the 2021-2025 Five Year Consolidated Plan.

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:** (1) I move to open the public hearing for comment on the PY 2021-2025 Consolidated Plan and the 2021 Annual Action Plan

(2) I move to close the public hearing.

(3) I move to adopt the Program Year 2021-2025 Consolidated Plan and the Program Year 2021 Annual Action Plan and authorize the submission of the Five-Year Consolidated Plan and Annual Action Plan to the Department of Housing and Urban Development (HUD).

**ATTACHMENTS:** (A) Five Year Consolidated Plan Executive Summary

(B) Canton Charter Township PY 2021 CDBG Annual Action Plan Project Descriptions

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** May 25, 2021

**AGENDA ITEM #C-1**

**ITEM: Consider Adoption of a Resolution for Approval of Application for additional  
MERS Service Credit by employee.**

**PRESENTER:** Wendy Trumbull, Finance & Budget Director

**INDIVIDUALS IN ATTENDANCE:** None anticipated

**EXECUTIVE SUMMARY:** Joseph Keimig has applied to purchase additional service credit with MERS. Although the Board eliminated this practice during May 2016, the employee is in a Union that contractually allows this purchase. Therefore, the Township does not have the option to deny this request. MERS calculates the cost of the purchase with the intent that there be no cost to the Township. However, as certain assumptions are used in calculating that cost, such as interest rate of return, mortality, and final average compensation the actual cost may fluctuate. These fluctuations are intended to balance themselves out over time.

**STRATEGIC PLAN/GOALS:** N/A

**ACTION REQUESTED:** Adopt the attached Resolutions.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** No intended budget implications.

**IMPLEMENTATION PLAN:** Upon approval, the Township will send approved resolutions to MERS.

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to adopt the attached resolution allowing the purchase of additional service credit by Joseph Keimig.

**ATTACHMENTS:** Application for Additional Credited Service – Member Certification and Governing Body Resolution

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: May 25, 2021**

**AGENDA ITEM #C-2**

**ITEM: Consider Approval of Application for MLCC Special Liquor Licenses**

**PRESENTER:** Greg Hohenberger, Leisure Services Director

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:**

On January 26, 2021, the Board approved special liquor licenses for four Leisure Services fundraising events that required application to the Michigan Liquor Control Commission for special liquor licenses (Item #G-10.) In addition, Leisure Services is requesting Township Board approval to submit application to the Michigan Liquor Control Commission and to authorize the sale and consumption of alcohol at these additional fundraisers:

- Rally on Ridge- July 24<sup>th</sup> – start time changed from 5:30pm to 4:00pm
- Rally on Ridge – July 24<sup>th</sup> – Partnership for the Arts 4:00pm-9:00pm
- Thursday Night Concerts- added 2 concerts on June 17<sup>th</sup> and 24<sup>th</sup>
- Bites at the Barn-July 13, Aug 3, Sept 14 from 6:00pm-8:00pm
- Pride OUTside-July 9<sup>th</sup> from 6:30pm to 8:30pm

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

**BACKGROUND:**

- Canton Leisure Services will host the 7<sup>th</sup> Annual Rally on Ridge event on July 24, 2021 from 4:00 p.m. to 9:00 p.m. at Preservation Park/Cherry Hill School. In addition to the food trucks, we will be selling beer and wine with proceeds to benefit the Canton Farmers Market. Canton Leisure Services will amend the existing liquor sales permit to begin at 4:00pm.
- In conjunction with the 7<sup>th</sup> Annual Rally on Ridge event on July 24, 2021 from 4:00 p.m. to 9:00 p.m. at the Preservation Park Barn location, the Partnership for the Arts will be hosting the event alongside Canton Leisure Services. The Partnership will be adding entertainment, artists, etc. and create a seating space for people to sit and eat. They will also be providing a golf-cart shuttle from Preservation down to the main event area and back for people. The Partnership for the Arts will be making application to the Michigan Liquor Control Commission, and all alcohol sales will benefit the Partnership for the Arts
- Canton Leisure Services will again be doing the Thursday night concert series this summer, which offers weekly music at the amphitheater in Heritage Park. Again this year will be food trucks, local restaurants, and beer/wine sales. Maraschino's Bar & Restaurant will be making application to the Michigan Liquor Control Commission, and all alcohol sales will benefit the Second Chance at Life charity. (June 17 & 24, July 8,15,22,29, August 5-19)
- Canton Leisure Services will host the Bites at the Barn event where people enjoy delicious small plate eats from local chefs and food trucks, drink beer and wine options, listening to the

various performers all while supporting local artists at Canton's new community dinner nights. These al fresco dinners will take place at Preservation Park on Jul 13, Aug 3, and Sept 14 from 6-8pm. Maraschino's Bar & Restaurant will be making application to the Michigan Liquor Control Commission, and all alcohol sales will benefit the Second Chance at Life charity

- Canton Leisure Services will host the Pride OUTside event taking place at the amphitheater stage in Heritage Park on July 9<sup>th</sup> from 6:30-8:30pm. This LGBTQ+ Pride Event is FREE and for all ages and includes guest speaker, Jay Kaplan from Michigan ACLU, concert performance by Detroit SingOUT and local DJ, community resources and partners, local vendors, food trucks, and beer & wine from Maraschinos Pub. Maraschino's Bar & Restaurant will be making application to the Michigan Liquor Control Commission, and all alcohol sales will benefit the Second Chance at Life charity

**STRATEGIC PLAN/GOALS:** Welcoming Community – Align Program Offerings with Demographics

**ACTION REQUESTED:** Authorize the sale and consumption of alcohol at the above-listed 2021 fundraiser events.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** N/A

**IMPLEMENTATION PLAN:** The sites will be set up according to the requirements of the Liquor Control Commission.

**DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to authorize to amend the time of the sale and consumption of alcohol for the Rally on Ridge event hosted by Canton Leisure Services from 5:30-9:00pm to 4:00-9:00pm at on Saturday, July 24, 2021.

I further move to authorize the sale and consumption of alcohol at the Rally on Ridge Event being held on July 24, 2021 from 4:00pm-9:00pm; and furthermore; I move that the following resolution be adopted:

That Partnership for the Arts, 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 July 24, 2021 during the Rally on Ridge at Preservation Park located at 500 N. Ridge Rd, Canton, Michigan, County of Wayne.



I further move to authorize the sale and consumption of alcohol at The Thursday Night Concert fundraiser to include two additional dates of June 17, 2021 and June 24, 2021; and furthermore; I 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 June 17, 2021 and June 24, 2021 during the Thursday Night Concerts at Preservation Park located at 500 N. Ridge Rd, Canton, Michigan, County of Wayne.

I further move to authorize the sale and consumption of alcohol at the Bites and Barn event being held on Jul 13, Aug 3, and Sept 14 from 6-8pm; and furthermore; I 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 Jul 13, Aug 3, and Sept 14 during the Bites and Barn event at Preservation Park located at 500 N. Ridge Rd, Canton, Michigan, County of Wayne.

I further move to authorize the sale and consumption of alcohol at the Pride OUTside Event being held at the amphitheater stage in Heritage Park on July 9, 2021; and furthermore; I 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 July 9, 2021 during the Pride Outside Event at Heritage Park Amphitheater located at 1010 Canton Center Rd, Canton, Michigan, County of Wayne.

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: May 25, 2021**

**AGENDA ITEM #G-1**

**ITEM: Consider Approval of Site Plan for Home Depot Outlot**

**PRESENTER:** Jade Smith, Municipal Services Director

**OWNER/REPRESENTATIVE:** Matt Berk (Applicant) and Bryan Amann (Representative)

**EXECUTIVE SUMMARY:** The applicant recently split 1.82 acres from the Home Depot parcel with the intent of constructing a commercial development consisting of a 10,718-sq. ft. multi-tenant building, including a restaurant pick-up window on the east side of the building. The site is located on the south side of Ford Road, east of Lotz Road and north of the existing Home Depot. The site is located in the C-3 District and the Corporate Park Overlay District. The applicant previously obtained Special Land Use approval for the following uses listed in Section 6.08 of the Zoning Ordinance: carryout restaurant; standard restaurant with accessory pick-up window; medical/dental clinic; financial institution; business service establishments; child care center; general retail; office building; training/educational; apparel; bookstore/stationary shop; convenience grocery; drugstore; barbershop/hair styling salon; clothing alteration/shoe repair; and personal fitness/health centers.

During Special Land Use review, the proposed plan included 2 buildings: a 2,048-sq. ft. restaurant building with an accessory pick-up window and an 8,528-sq. ft. multi-tenant building with an accessory pick-up window. Since that time, the plans have been revised to include 1 multi-tenant building. At its meeting on May 3, 2021, the Planning Commission recommended approval of the site plan with conditions.

**BACKGROUND AND ANALYSIS:**

**Location:** South side of Ford Road, east of Lotz Road and north of the existing Home Depot.

**Existing Zoning:** C-3, Regional Commercial and Corporate Park Overlay District

**Net Acres:** 1.82 acres

**Existing Land Use:** Vacant

**Surrounding Zoning and Land Uses:**

**North** – C-3 (Regional Commercial) and Corporate Park Overlay District; Sam’s Club and Walmart

**South** – C-3 (Regional Commercial) and Corporate Park Overlay District; Home Depot  
**East** – C-3 (Regional Commercial) and Corporate Park Overlay District; Emagine  
**West** – C-3 (Regional Commercial) and Corporate Park Overlay District; Alrig Multi-Tenant Building (Aspen Dental)

**Comprehensive Plan:** General Commercial

**Approved Land Uses.** At its meeting on October 13, 2020, the Township Board approved the following special land uses for the site, which are special land uses in the Corporate Park Overlay District: carryout restaurant (6.08.D.19.a); standard restaurant (6.08.D.17) with accessory pick-up window (6.08.D.17 and 6.08.D.22); medical/dental clinic (6.08.D.2); financial institution (6.08.D.3); business service establishments (6.08.D.12); child care center (6.08.D.14); general retail (6.08.D.20); office building (6.08.D.1); training/educational (6.08.D.11); apparel (6.08.D.19.b); bookstore/stationary shop (6.08.D.19.d); convenience grocery (6.08.D.19.e); drugstore (6.08.D.19.g); barbershop/hair styling salon (6.08.D.19.k); clothing alteration/shoe repair (6.08.D.19.l); and personal fitness/health centers (6.08.D.19.p).

Although specific uses are not identified at this time for tenant spaces, a pickup window is located on the east side of the building.

**Architecture.** Brick will be the primary exterior building material of the building, which includes far more than 50% brick on each side. Therefore, the material requirements of Section 26.06 of the Zoning Ordinance are met. The building elevations on Sheet PE-3 illustrate a parapet for screening of rooftop mechanical equipment. At its meeting on May 3, 2021, the Planning Commission requested modifications to the architecture to add more vertical interest. The plans have since been modified to added contrasting materials to break up the façade on the south, east, and west sides.

**Schedule of Regulations.** The plan submitted illustrates that the proposed development is designed to comply with the dimensional requirements of the Corporate Park Overlay District and underlying C-3 District, which include: Height (under 50 feet); front yard setback (at least 50 ft.); side yard setback (at least 15 ft.); rear yard setback (at least 30 ft.).

**Access Management.** The site will be accessed by existing drives from the west and south, and there will be no additional curb cuts onto Ford Road. At its meeting on May 3, 2021, the Planning Commission requested modifications to add signage and/or curbing to prevent 180-degree right turns exiting the pickup window lane. The plans will be modified administratively.

**Parking and Loading.** At its meeting on March 6, 2017, the Planning Commission approved a requested modification for Home Depot to reduce its number of parking spaces from 703 to 514, thus allowing for the creation of the 1.82-acre lot illustrated on the applicant's special land use plan.

Section 4.01(C)(6) of the Zoning Ordinance requires 1 space per 250 sq. ft. of floor area for a

shopping center. Based on the floor area of 10,718 sq. ft., 43 spaces are required. Section 4.01(C)(6) does not permit the number of parking spaces to exceed 10% above the minimum number of spaces (i.e., 47 spaces); however, Section 4.01(C)(6) allows the Planning Commission to increase the maximum number of allowable parking spaces based on the level of current or future customer traffic. Because the future uses are unknown, the applicant requests a modification to allow 82 spaces. On Sheet C-4, the applicant provides an illustration justifying 82 spaces if the site were to be occupied by 5,830 sq. ft. of restaurant space (1 space per 65 sq. ft. of usable floor area) and 4,888 sq. ft. of retail space (1 space per 150 sq. ft. of usable floor area). Because the future tenants are unknown at this time and the proposed development results in a net reduction of parking overall, we recommend approval of the parking modification.

Finally, Section 6.08(F)(3) of the Zoning Ordinance does not permit parking in the front yard of a site in the Corporate Park Overlay District unless permitted by the Planning Commission. Almost all commercial buildings in the Corporate Park Overlay District have parking in the front yard, and Sheet C-3 illustrates that the proposed building would be in line with the adjacent commercial buildings to the west and east. Because the proposed site layout is consistent with the developed character of the Corporate Park Overlay District, we recommend modifying this requirement to allow proposed parking in the front yard.

**Landscaping and Screening.** The landscape plan is designed to comply with the requirements of Article 5 of the Zoning Ordinance for: frontage landscaping along Ford Rd.; parking lot landscaping; divider median landscaping; building foundation landscaping; and mechanical equipment screening. Because the site is located in the Corporate Park Overlay District, minor modifications may be required to comply with Section 6.08(F)(7).

**Lighting.** The light fixtures and photometric plan are designed to comply with Section 2.13 of the Zoning Ordinance.

**Dumpster Enclosure.** The dumpster enclosure is designed to comply with the requirements of Section 2.14 of the Zoning Ordinance, and the dumpster enclosure wall will match the building.

**Signage.** A monument sign is illustrated on the plan and will be finalized at the time of sign permit review in accordance with the standards of Article 6A of the Zoning Ordinance. The monument sign includes the required masonry base and is within the maximum height and area requirements.

- **Community Planner's Recommendation:** Approval of the Home Depot Outlot site plan on tax parcel 049-99-0001-719, including a modification to allow 82 parking spaces and parking in the front yard as shown on the plans, subject to any necessary revisions to the landscape plan to comply with the Zoning Ordinance as well as the exit left-turn movement north of the pickup window.
- **Planning Commission's Recommendation:** At its meeting on May 3, 2021, the Planning Commission voted 9-0 to recommend approval of the site plan on tax parcel 049-99-0001-719,

including a modification to allow 82 parking spaces and parking in the front yard as shown on the plans, subject to any necessary revisions to the landscape plan to comply with the Zoning Ordinance. The Planning Commission recommended modifications to add contrasting materials to break up the façade on the south, east, and west sides, which have since been made. The Planning Commission also recommended modifications to add signage and/or curbing to prevent 180-degree right turns exiting the pickup window lane. The plans will be modified administratively.

**STRATEGIC PLAN/GOALS:** N/A

**ACTION REQUESTED:** Approval of the Home Depot Outlot site plan on tax parcel 049-99-0001-719, including a modification to allow 82 parking spaces and parking in the front yard as shown on the plans, subject to any necessary revisions to the landscape plan to comply with the Zoning Ordinance and modifications to add signage and/or curbing to prevent 180-degree right turns exiting the pickup window lane.

**BUDGET IMPLICATION & ACCOUNT NUMBER:** N/A.

**IMPLEMENTATION PLAN:** N/A.

**MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION:** Approval

**ENGINEERING SERVICES DIVISION'S RECOMMENDATION:** Approval.

**FIRE MARSHAL'S RECOMMENDATION:** Approval.

**BUILDING OFFICIAL'S RECOMMENDATION:** N/A.

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** N/A.

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

RESOLUTION OF  
BOARD OF TRUSTEES  
CHARTER TOWNSHIP OF CANTON, MICHIGAN

**Approval of the Site Plan for the Home Depot Outlot**

**WHEREAS,** the Project Sponsor has requested approval of the Home Depot Outlot Site Plan on property located on tax parcel 049-99-0001-719, located south side of Ford Road and east of Lotz Road; and

**WHEREAS,** the Planning Commission reviewed the Site Plan for the Home Depot Outlot and voted 9-0 to recommend approval of the request as it meets the design requirements of the Zoning Ordinance and is consistent with the approved Special

Land Use plan for Home Depot Outlot, subject to conditions;

**NOW THEREFORE BE IT RESOLVED**, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the Site Plan for the Home Depot Outlot on tax parcel 049-99-0001-719, located south side of Ford Road and east of Lotz Road, as provided in the plan documents, including a modification to allow 82 parking spaces and parking in the front yard as shown on the plans, subject to any necessary revisions to the landscape plan to comply with the Zoning Ordinance and modifications to add signage and/or curbing to prevent 180-degree right turns exiting the pickup window lane.

**ATTACHMENTS:**

1. Planning Commission Minutes
2. Zoning Map
3. Site Plan

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: May 25, 2021**

**AGENDA ITEM #G-2**

**ITEM: Consider Approval of a Special Land Use for a Group Child Care Home (Shannon Franke Day Care)**

**PRESENTER:** Jade Smith, Municipal Services Director

**OWNER/REPRESENTATIVE:** Shannon Franke

**EXECUTIVE SUMMARY:** The applicant proposes to conduct a Group Child Care Home in a personal residence at 7138 Fox Woods Dr. Ms. Franke presently has a license for a Family Child Care Home, which allows for up to 6 children, which is a permitted use in a residential district. Any child care use for more than 6 children is a Special Land Use. Group Child Care Homes licensed in the State of Michigan allow for up to 12 children. The Special Land Use criteria for Group Child Care Homes are established in the Michigan Zoning Enabling Act (MCL 125.3206). At its meeting on May 3, 2021, the Planning Commission recommended approval of the Special Land Use, subject to conditions.

**BACKGROUND AND ANALYSIS:**

**Location:** Fox Meadow Condominium, located east of Canton Center Rd. and north of Hanford Rd.

**Existing Zoning:** R-5, Single-Family Residential

**Existing Land Use:** Single-Family Home (Family Child Care Home)

**Land Use Standards.** The criteria for Group Child Care Homes established in the Michigan Zoning Enabling Act (MCL 125.3206) (“the Act”) are outlined and addressed as follows:

1. **4(a). Separation:** The Act requires a minimum separation distance of 1,500 feet from another licensed group child care home, measured along a road or street. The distance between the subject site at 7138 Fox Woods and a nearby group child care home at 6700 Sturbridge is approximately 1,250 feet. Section 125.3206(9) of the Act states that a local unit of government may issue a special land use permit to a licensed group child care home that does not meet the standards of Section 125.3206(4); however, the Act does not provide standards of review. Therefore, Ms. Franke has included a letter addressing the proposed use’s compliance with the general Special Land Use standards of Section 27.03(C) of the Zoning Ordinance. Because a separation distance of 1,250 feet is considerable and there are 2 other streets separating Fox Woods and Sturbridge, the

Planning Commission recommended that the current separation distance be approved based on compliance with the remaining standards for group child care homes and the general Special Land Use standards of Section 27.03(C).

2. **4(b). Fencing:** The Act requires appropriate fencing as determined by the local unit of government. Because Canton Township does not have fencing requirements for group day care homes, the owner is not required by the Zoning Ordinance to install fencing. Any proposal to install fencing must comply with the Township Ordinances and association rules.
3. **4(c). Visible Characteristics of the Neighborhood.** The existing home maintains consistency with the visible character of the neighborhood, and allowing a group child care home for 7-12 children does not appear to alter the consistency with the visible character of the neighborhood.
4. **4(d). Hours of Operation.** Ms. Franke proposes hours of operation to be from 6:30 a.m. to 3:00 p.m. Monday-Friday, which is consistent with the allowable hours stated in the Zoning Enabling Act. Dates of operation coincide with the school year.
5. **4(e). Signage.** Please note that the only sign permitted by Section 2.06 of the Zoning Ordinance for a home occupation is one (1) non-illuminated nameplate, not more than one (1) square foot in area that is attached flat to the wall of the house, which displays only the name and occupation of the resident.
6. **4(f). Parking.** The driveway at 7138 Fox Woods has room for 2 cars. Additionally, on-street parking is available adjacent to the home on the north side of Fox Woods.

- **Community Planner's Recommendation:** Approval of the Special Land Use for a Group Child Care Home at 7138 Fox Woods Dr., including a modification to the separation distance from 6700 Sturbridge to allow the current separation distance of approximately 1,250 ft., subject to the owner maintaining all required State licensing.

- **Planning Commission's Recommendation:** At its meeting on May 3, 2021, the Planning Commission voted 8-0 to recommend approval of Special Land Use for the Group Child Care Home on tax parcel no. 038-07-0039-000 (7138 Fox Woods Dr.), including a modification to the separation distance from 6700 Sturbridge to allow the current separation distance of approximately 1,250 ft., subject to the condition that the owner maintains all State licensing for the Group Child Care Home.

**STRATEGIC PLAN/GOALS:** N/A

**ACTION REQUESTED:** Approve the request for a Special Land Use for a Group Child Care Home, subject to the condition that the owner maintains all State licensing for the Group Child Care Home.

**BUDGET IMPLICATION & ACCOUNT NUMBER:** N/A.



**IMPLEMENTATION PLAN:** N/A.

**MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION:** Approval

**ENGINEERING SERVICES DIVISION'S RECOMMENDATION:** Approval.

**FIRE MARSHAL'S RECOMMENDATION:** Approval.

**BUILDING OFFICIAL'S RECOMMENDATION:** N/A.

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** N/A.

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

RESOLUTION OF  
BOARD OF TRUSTEES  
CHARTER TOWNSHIP OF CANTON, MICHIGAN

**Approval of the Special Land Use for a Group Child Care Home (Shannon Franke Day Care)**

**WHEREAS,** the Project Sponsor, Shannon Franke, has requested Special Land Use approval for a Group Child Care Home at 7138 Fox Woods Dr., located in the Fox Meadows Condominium; and,

**WHEREAS,** the Planning Commission reviewed the request and applicable criteria and voted 9-0 to recommend approval of the Special Land Use, including a modification to the separation distance from 6700 Sturbridge to allow the current separation distance of approximately 1,250 ft., subject to the condition that the owner maintains all State licensing for the Group Child Care Home;

**NOW THEREFORE BE IT RESOLVED,** the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the Special Land Use request for a Group Day Care Home for Shannon Franke at 7138 Fox Woods Dr. on tax parcel no. 038-07-0039-000, including a modification to the separation distance from 6700 Sturbridge to allow the current separation distance of approximately 1,250 ft., subject to the condition that the owner maintains all State licensing for the Group Child Care Home.

**ATTACHMENTS:**

1. Planning Commission Minutes
2. Zoning Map
3. Aerial Maps
4. Materials from Applicant

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** May 25, 2021

**AGENDA ITEM #G-3**

<p><b><u>ITEM:</u> Consider Approval of a Purchase Order Increase for a Dumpster Enclosure at CSC</b></p>
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**PRESENTER:** Greg Hohenberger, Leisure Service Director

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:** The dumpster enclosure at the Canton Sports Center (CSC) is a CIP project (#200080) with a budget amount of \$11,000. Canton Leisure Services opened purchase order #2020-00002657 in the amount of \$9,850 for the dumpster wall replacement at CSC. During construction, staff was informed by Carpentry Concepts and Ceilings, LLC that there was no footer to the original dumpster and that one must be added, increasing the cost of the project by \$1,150 (Attachment A.) This additional cost caused the original PO to surpass \$10,000. Therefore, we are recommending a purchase order increase in the amount of \$1,150 to PO #2020-00002657 for the added footer on the CSC dumpster enclosure.

**BACKGROUND:**

Canton Leisure Services currently holds a service contract with Carpentry Concepts and Ceilings, LLC for Masonry Maintenance and Repair Service. Scope of work and fees are detailed in the contract provided in attachment B.

CIP Project #200080 Dumpster Enclosure at CSC has a budget of \$11,000. Carpentry Concepts and Ceilings, LLC original proposed costs for the project totaled \$9,850. During construction, it was determined that the original dumpster did not have a footer and that it was necessary to add one to the project. The added footer would cost an additional \$1,150 bringing the total project amount to \$11,000. Per the purchasing policy, any purchase order over \$10,000 must be approved by the Board.

**STRATEGIC PLAN/GOALS:** Improve Infrastructure

**ACTION REQUESTED:** Approve a purchase order increase to PO#2020-00002657 in the amount of \$1,150 to Carpentry Concepts and Ceilings, L.L.C 18786 Susanna Livonia, MI 48152 for project #200080 Dumpster Enclosure at CSC.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Funds are available in the CIP budget (project #200080) account #401-755.970\_0080.

**IMPLEMENTATION PLAN:** Upon approval, PO#2020-00002657 will be increased.

**DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET'S DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to approve an increase to PO#2020-00002657 in the amount of \$1,150 to be paid from account #401-755.970\_0080 to Carpentry Concepts and Ceilings, L.L.C. 18786 Susanna Livonia, MI 48152 for the dumpster enclosure at CSC, project #200080.

**ATTACHMENTS:**

Attachment A – Carpentry Concepts Proposal

Attachment B – Carpentry Concepts Service Contract

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: May 25, 2021**

**AGENDA ITEM #G-4**

**ITEM: Consider Awarding Contract and Approve Purchase Order for projects in connection with the Capital Improvement Program**

**PRESENTER:** Greg Hohenberger, Leisure Services Director

**INDIVIDUALS IN ATTENDANCE:** None anticipated.

**EXECUTIVE SUMMARY:** In connection with the Capital Improvement Plan, we are recommending the following projects be awarded:

Vendor	Project Description	Amount Budgeted	Amount Awarded
Roof One	Heritage Park: Parks & Golf Maintenance Building Roof Replacement (Project #210017)	\$45,410	\$45,340
Roof One	Heritage Park Ballfield Building Roof Replacement (Project #200068)	\$13,250	\$9,675
Gold Star Commercial	Fellows Creek Club House Siding (Project #210022)	\$38,500	\$28,750

The projects above have gone through the Request for Proposal process, with the lowest qualified bid being recommended for award, and fall within the budget amount in the Program.

**BACKGROUND:** In 2019, the Township Board approved a 5-year Capital Improvement Plan, which identified a significant amount of needed improvements within the Township. The items being brought forth today were identified as a priority within that Plan and fall within the budgeted.

**STRATEGIC PLAN/GOALS:** Improve the infrastructure as identified in the Capital Improvement Plan

**ACTION REQUESTED:** Award the contract and purchase order of above-mentioned projects

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The following projects are to be paid as follows:

Project #	Description	Account #	Amount
210017	Heritage Park: Parks And Golf Maint. Bldg. Roof Replacement	401-752.970_0020	\$45,340
200068	Heritage Park Ballfield Bldg. Roof Replacement	401-752.970_0020	\$9,675

210022	Fellows Creek Club House Siding	401-772.970_0020	\$28,750
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**IMPLEMENTATION PLAN:** Upon Board Approval, a purchase order will be generated and vendor contacted to begin project.

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to approve the contracts and approve the purchase orders for the Heritage Park Ballfield and Heritage Park Parks Maintenance Building Roofing projects to Roof One LLC 275 S. Telegraph, Pontiac, MI 48341 and the Fellows Creek Siding project to Gold Star Commercial 264 Executive Drive, Troy MI 48083 as identified in the Capital Improvement Plan:

<u>Project #</u>	<u>Description</u>	<u>Account #</u>	<u>Amount</u>
210017	Heritage Park: Parks And Golf Maint. Bldg. Roof Replacement	401-752.970_0020	\$45,340
200068	Heritage Park Ballfield Bldg. Roof Replacement	401-752.970_0020	\$9,675
210022	Fellows Creek Club House Siding	401-772.970_0020	\$28,750

**ATTACHMENTS:**

- Attachment A: Heritage Park – Maintenance Building Bid Summary Tabulation
- Attachment B – Heritage Park Ballfield Building Bid Summary Tabulation
- Attachment C – Fellows Creek bid sheet
- Attachment D – Gold Star Commercial Quote for Fellows Creek Siding

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: May 25, 2021**

**AGENDA ITEM #G-5**

**ITEM: Consider Approving a Request to Purchase Ammunition**

**PRESENTER:** Chad Baugh, Director of Police Services

**INDIVIDUALS IN ATTENDANCE:** n/a

**EXECUTIVE SUMMARY:** The Police Department is requesting to purchase ammunition for rifles and handguns to be used on duty and for training/qualifications. Kiesler Police Supply has quoted the ammunition utilizing the State of Michigan Contract Pricing, for a total cost of \$54,242.

**BACKGROUND INFORMATION:** The nation is experiencing a shortage of ammunition therefore, the department is not guaranteed to receive the full order in 2021, but was placed on a wait list as the manufacturer replenishes its supplies.

**STRATEGIC PLAN/GOALS:** n/a

**ACTION REQUESTED:** Approve the purchase of ammunition utilizing State of Michigan Contract Pricing from Kiesler Police Supply, in the amount of \$54,242.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Funds for this purchase will be utilized from the Police Operating Supplies Account # #207-301-50.760\_0001.

**IMPLEMENTATION PLAN:** n/a

**DIRECTOR'S RECOMMENDATION:** Approve

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approve

**SUPERVISOR'S RECOMMENDATION:**

**MODEL RESOLUTION:** I move to approve the purchase of ammunition utilizing State of Michigan Contract Pricing from Kiesler Police Supply, in the amount of \$54,242.

**ATTACHMENTS:** Attachment A – Price Quote from Kiesler Police Supply

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: May 25, 2021**

**AGENDA ITEM #G-6**

**ITEM: Consider Approving the Purchase of One Digital Plan Review Table and an Associated Amendment to the 2021 Fire Budget**

**PRESENTER:** Chris Stoecklein, Director of Fire Services

**INDIVIDUALS IN ATTENDANCE:** n/a

**EXECUTIVE SUMMARY:** The Fire Department is requesting to purchase one Digital Plan Review Table from iProject Solutions, LLC, in the amount of \$10,410. The department is also requesting approval of an amendment to the 2021 Budget to accommodate this purchase.

**BACKGROUND INFORMATION:** At the March 23, 2021 Township Board Meeting, agenda item #G-6 was approved for the purchase of multiple plan review tables to be purchased for all Township departments involved in plan review. Fire Prevention was inadvertently left off of the list.

**STRATEGIC PLAN/GOALS:** n/a

**ACTION REQUESTED:** Approve the purchase of one Digital Plan Review Table from iProject Solutions in the amount of \$10,410; and, approve an amendment as listed below to the 2021 Fire Budget for this purchase.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Increase the 2021 Fire Revenue Fund Balance Appropriation Account #206-000-695 by \$10,410; and increase the 2021 Fire Expense Capital Outlay Computers & Equipment Account #206-301-50.970\_0010 by \$10,410.

**IMPLEMENTATION PLAN:** n/a

**DIRECTOR'S RECOMMENDATION:** Approve

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approve

**SUPERVISOR'S RECOMMENDATION:**

**MODEL RESOLUTION:**

- 1) I move to approve the purchase of one Digital Plan Review Table from iProject Solutions in the amount of \$10,410; and

2) Additionally, I move to approve an amendment as listed below to the 2021 Fire Budget for this purchase.

<b><i>Increase 2021 Fire Revenues:</i></b>		
Fund Balance Appropriation:	#206-000.695	\$10,410

<b><i>Increase 2021 Fire Appropriations:</i></b>		
Capital Outlay Computers & Equipment:	#206-336-50.970_0010	\$10,410

**ATTACHMENTS:** Attachment A – Price quote from iProject Solutions LLC