



**CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
NOVEMBER 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 will also offer this meeting by video teleconference.

Individuals may attend the meeting in person or join the video teleconference by going to:
<https://us02web.zoom.us/j/83466155285>

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Webinar ID: 834 6615 5285

International numbers available: <https://us02web.zoom.us/j/83466155285>

6:30 P.M.:

CALL TO ORDER

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

CLOSED SESSION: DISCUSS PENDING LITIGATION (FP DEVELOPMENT VS CANTON)

ADOPTION OF AGENDA

APPROVAL OF MINUTES: OCTOBER 26, 2021

PUBLIC COMMENT

PAYMENT OF BILLS

PRESENTATION:

- 1) SWEARING IN OF NEW YOUTH ADVISORY COUNCIL MEMBERS

PUBLIC HEARING:

- 1) HOST PUBLIC HEARING AND CONSIDER APPROVAL OF CANTON LEISURE SERVICES
FIVE-YEAR RECREATION MASTER PLAN 2022-2026

CONSENT CALENDAR:

- 1) CONSIDER SECOND READING OF AN AMENDMENT TO APPENDIX A – ZONING OF THE CODE OF ORDINANCES REGARDING ALEXANDRA & ARIANA, LLC REZONING (MSD)
- 2) CONSIDER AUTHORIZATION OF A PURCHASE ORDER TO THE MANNIK & SMITH GROUP, INC. (MSG) FOR PROFESSIONAL ENGINEERING SERVICES FOR THE 2021 ROAD IMPROVEMENT PROGRAM – INTERSECTION DESIGN (MSD)
- 3) CONSIDER APPROVAL OF SETTLEMENT IN THE MATTER OF SPENCER V CANTON (LEGAL/SUPERVISOR)

GENERAL CALENDAR:

- 1) CONSIDER ANAND VILLAGE CONDOMINIUM PRELIMINARY SITE PLAN (MSD)
- 2) CONSIDER APPROVAL TO SCHEDULE SHOW CAUSE HEARINGS FOR ONE PROPERTY SUBJECT TO DANGEROUS BUILDING HEARING ORDERS (MSD)
- 3) APPROVE PURCHASE OF FOUR DIGITAL EDITING COMPUTERS FOR THE CABLE STUDIO (CLS)
- 4) CONSIDER APPROVAL OF CONTRACT WITH AUDIENCE VIEW TICKETING SYSTEM (CLS)
- 5) CONSIDER WAIVING THE BIDDING PROCESS FOR THE PURCHASE OF THE APEX OFFICER TRAINING SIMULATOR AND AN ASSOCIATED 2021 POLICE BUDGET AMENDMENT (POLICE)

PUBLIC COMMENT
BOARD COMMENT
ADJOURN

ACCESS TO PUBLIC MEETINGS

In accordance with the Americans with Disabilities Act, individuals with disabilities who require special accommodations, auxiliary aids or services to attend or participate at the meeting/hearing should contact the 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 – October 26, 2021**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, October 26, 2021 in person and virtually. Supervisor Graham-Hudak called the meeting to order at 7:06 p.m.

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

Adoption of Agenda:

Motion by Siegrist, supported by Slavens to adopt the agenda as amended adding items R-1 and G-6. Motion carried unanimously by roll call vote.

Approval of Minutes:

Motion by Siegrist supported by Foster to approve the October 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 Foster 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 October 26, 2021		
101	GENERAL FUND	565,598.27
204	ROADS FUND	448,553.37
206	FIRE FUND	372,250.77
207	POLICE FUND	510,438.08
208	SUMMIT OPERATING (General)	38,640.64
219	STREET LIGHTING	21,352.52
230	CABLE TV FUND	6,265.93
246	TWP (COMMUNITY) IMPROVEMENT	29,735.00
248	DDA - CANTON	47,484.44
261	E-911 UTILITY	0.00
265	ORGANIZED CRIME - DRUG ENFORCEMENT	0.00
274	CDBG	0.00
276	NSP GRANTS FUND	0.00
401	CAP PROJ - ENERGY PROJECT	32,276.50
402	CAP PROJ - SUMMIT CONSTR	0.00
403	CAP PROJ - ROAD PAVING	0.00

584	GOLF FUND	23,110.56
592	WATER & SEWER FUND	1,209,586.65
596	SOLID WASTE	384,873.34
661	FLEET	25,923.65
701	TRUST & AGENCY FUND	4,811.47
702	CUSTODIAL FUND	5,130.05
736	POST EMPLOYMENT BENEFITS	0.00
852	SPECIAL ASSESSMENT DEBT	0.00
301	ENERGY PROJECT DEBT SVCE FUND	0.00
302	CAPITAL PROJECT DEBT SERVICE FUND	0.00
TOTAL - ALL FUNDS		3,726,031.24

Closed Session to Discuss Pending Litigation (Spencer vs. Canton)

Motion by Siegrist, supported by Slavens to move to closed session at 7:07pm. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Slavens to move to open session at 7:43pm. Motion carried unanimously by roll call vote.

Presentation:

1) Feet on the Street Final Report

Presented by Director Smith

2) Redevelopment Readiness Communities

Presented by Director Smith and Elizabeth King from MEDC

Resolution:

Item R-1. Consider Resolution to recognize the festival of Diwali and celebrate Diwali in Canton Township

Motion by Ganguly, supported by Siegrist to approve the resolution as presented to recognize the festival of Diwali and celebrate Diwali in Canton Township

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

Resolution to recognize the festival of Diwali and celebrate Diwali in Canton Township

Whereas Diwali or Deepavali, is celebrated in autumn of each year by Hindus, Sikhs, Jains, and others throughout the United States and around the world;

Whereas Diwali is celebrated by lighting the *Diya*, or oil lamp, which symbolizes dispelling darkness and bringing light into life with traditional offerings, rituals, and festivals;

Whereas celebrants of Diwali believe that the rows of lamps symbolize the light within the individual that rids the soul of the darkness of ignorance;

Whereas Diwali is also the Hindu New Year, and it is celebrated on the last day of the last month in the lunar calendar;

Whereas for Hindus, Diwali is celebration of good triumphing over evil, and that light will prevail over darkness;

Whereas for Sikhs, Diwali is the day on which the sixth founding Sikh guru, Guru Hargobind, was released from confinement by the Mughal Emperor Jehangir;

Whereas for Jains, Diwali symbolizes Lord Mahavira attainment of Nirvana; and

Whereas Canton Township remains resolute in its commitment to continue fostering diversity of experience and its goal of creating welcoming communities and Diwali is a time marked by qualities of togetherness, family, and community; now, therefore be it,

Resolved, that the Board of Trustees of the Charter Township of Canton recognize the festival of Diwali and express respect and admiration to all those who celebrate the Festival of Diwali throughout the world and in our own community and celebrate Diwali in Canton Township. We encourage our residents, employees, and the larger community, to join us in this special celebration and the peace and prosperity that it signifies.

Motion carried unanimously by roll call vote.

Consent Calendar:

Item C-1. Consider Approving Budget Purchase of Water Meters and Associated Meter Accessories

Motion by Siegrist, supported by Borninski to accept the quote from Etna Supply Company and approve a purchase order not to exceed \$90,000 and authorize the Public Works Division to purchase the necessary meter equipment and supplies. I further move to waive the Finance Purchasing Policy requiring formal bids, as these items are supplied under a sole-source contract through the Etna Supply Company. Motion carried unanimously by roll call vote.

Item C-2. Consider Approval of Payment of the Annual Software License Fees to Kiriworks for the On-Base Document Management System

Motion by Siegrist, supported by Borninski to approve payment of \$11,739.06 for the annual software license fees to Kiriworks for the On-Base document management system. Motion carried unanimously by roll call vote.

Item C-3. Consider an Increase of \$25,700 to PO 2021-1132 to Fishbeck for the 2021 Water Main Capital Improvement Project

Motion by Siegrist, supported by Borninski to increase PO 2021-1132 by \$25,700 for the 2021 Water Main Capital Improvement Projects for additional survey work. Motion carried unanimously by roll call vote.

General Calendar:

Item G-1. Consider First Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances Regarding Alexandra & Ariana, LLC Rezoning

Motion by Siegrist, supported by Slavens to move to introduce and hold the first reading of the proposed amendment to Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance, which rezones the south ½ of the vacated alley adjacent to Lot 404 and the north 30 feet of Lot 404 of McIntyre Manor Subdivision at 44125 Ford Road (parcel no. 71-057-01-0013-301) from OSP, Off-Street Parking and Central Business District (CBD) Overlay to C-2, Community Commercial and Central Business District (CBD) Overlay, as shown in the attached zoning map. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Slavens to move to table consideration of the amendment for a second reading on November 9, 2021. Motion carried unanimously by roll call vote.

Item G-2. Consider Authorization to Implement Recommendations Necessary to Receive Redevelopment Ready Communities Certification from the Michigan Economic Development Corporation

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

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

Authorization to Implement Recommendations Necessary to Receive Redevelopment Ready Communities Certification from the Michigan Economic Development Corporation

WHEREAS, the Charter Township of Canton has engaged in the MEDC Redevelopment Ready Communities Program, including entering into a Memorandum of Understanding with the MEDC and undergoing an evaluation of the Township’s redevelopment practices as reported in the Redevelopment Ready Communities Baseline Report dated October 2021; and

WHEREAS, the MEDC has developed a program for certifying Redevelopment Ready Communities, and the Charter Township of Canton desires to achieve that certification by implementing best practices and recommended strategies for redevelopment; and

WHEREAS, the Charter Township of Canton is currently updating its Master Plan and will utilize the recommendations and technical assistance provided by the MEDC to ensure that development readiness is appropriately addressed in that document; and

WHEREAS, the program includes evaluating the strong partnerships with Township boards and commissions related to development including the Township Board of Trustees, Planning Commission, Zoning Board of Appeals, and Downtown Development Authority; and

WHEREAS, after review of the Redevelopment Ready Communities Baseline Report, the Charter Township of Canton is willing to complete the tasks as outlined, which will involve interaction with the aforementioned Township commissions and boards; and

WHEREAS, the Baseline Report requires certain recommendations to be completed for the Township to attain Redevelopment Ready Communities certification;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby authorize the Charter Township of Canton to implement the recommendations made by the MEDC that are necessary to receive Redevelopment Ready Communities Certification from the MEDC.

Motion carried unanimously by roll call vote.

Item G-3. Consider Authorization of a Purchase Order to Fishbeck, Inc. for Professional Engineering Services for the Design of the Major Road Projects Proposed for 2022 and 2023

Motion by Siegrist, supported by Slavens to move to approve a purchase order contract for the design of the 2022 & 2023 Major Road Improvement projects to Fishbeck, Inc. in the amount of \$294,360. Motion carried unanimously by roll call vote.

Item G-4. Consider Award of CDBG Housing Rehabilitation Contracts

Motion by Siegrist, supported by Ganguly to approve the two housing rehabilitation contracts to JCJ Contracting Inc. listed below totaling \$50,000 and additionally to refund \$1,123 of permit fees once the work has been completed using CDBG dollars.

Street	Home Type	Contractor	Low Bid/Cap
XXXX Creeks Bend Ct	Single Family Home	JCJ Contracting Inc.	\$25,000
XXXX Fernwood	Single Family Home	JCJ Contracting Inc.	\$25,000

Motion carried unanimously by roll call vote.

Item G-5. Consider Authorization to Purchase New Cardio Equipment

Motion by Siegrist, supported by Slavens to approve a budget transfer in the amount of \$1,015 from Account #208-757-60.762, Program Activities Supplies to Account #208-757-50.970_0030, Capital Outlay Machinery and Equipment. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Slavens to approve two purchase orders for the following cardiovascular equipment purchases at the Summit on the Park:

Equipment	Provider	Address	Total Cost with Trade-In Discount
5 Precor TRM 781 Treadmill, 1 Precor 685 Recumbent Bike, 1 SciFit Pro 1000 Arm Ergometer	Direct Fitness Solutions	600 Tower Rd Mundelein, IL 60060	\$43,620
1 Stairmaster 8FC Free Climber	Strengthio Fitness	342 Market Ave. S.W. Grand Rapids, MI 49503	\$5,395
Total Amount Due			\$49,015

Motion carried unanimously by roll call vote.

Item G-6. Consider Authorization of Permit for Private Fireworks Display for the Diwali Celebration

Motion by Siegrist, supported by Slavens to move to approve a fireworks display permit to the Hamlet Association for the Diwali Celebration at 5:00 p.m., on Saturday, November 6th, located between Federal and Proctor west of Steeplechase. Motion carried unanimously by roll call vote.

Additional Public comment was held.

Additional Board comment was held.

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

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 9, 2021

AGENDA ITEM #PH-1

**ITEM: Host Public Hearing and Consider Approval of Canton Leisure Services
Five-Year Recreation Master Plan 2022-2026**

PRESENTER: Greg Hohenberger, Director of Leisure Services

INDIVIDUALS IN ATTENDANCE: Laura Haw, AICP, McKenna

EXECUTIVE SUMMARY:

Canton Leisure Services is requesting the Township Board to host a public hearing and adopt the final draft of the Canton Leisure Services (CLS) Five-Year Recreation Master Plan 2022-2026 (Attachment A). Public input on the plan has been solicited for over 30 days, October 1-31, 2021 (see Attachment B). Based on staff review and public comment, only formatting changes were made for the final draft of the plan.

As a part of the State of Michigan Department of Natural Resources (MDNR) requirements, the Township must host a Public Hearing prior to adoption of the plan. Canton Leisure Services is asking that the final plan be adopted by the Township. After adoption by the Board, the plan will be submitted to Wayne County, SEMCOG, and the MDNR for approval. An approved Master Plan, including any amendments, must be on file with the MDNR for Canton to be eligible to apply for grants through the State of Michigan.

BACKGROUND:

Canton Leisure Services Five-Year Recreation Master Plan was previously adopted in 2017 with amendments adopted in 2019. Throughout 2021, Canton Leisure Services has worked collaboratively with McKenna to seek public input and develop a new Master Plan. Results of the Master Plan process have indicated that the community is seeking more opportunities for connectivity, diverse offerings, natural spaces and park offerings close to their neighborhoods. Goals, objectives and action steps are included in the plan and can serve as a guide for preservation, acquisition and development of Canton's public recreation spaces. These support the Township's 2021 Strategic Plan and provide many opportunities to make Canton a welcoming, inclusive and accessible place to live, work and thrive.

As required by the MDNR, the Master Plan includes a complete inventory of facilities, programs and services; a listing of all partners; a comprehensive capital improvement plan; and an overall strategy for the Department. During the development of the Master Plan, open houses, focus groups and other meetings were held with the Township Board, Planning Commission, citizen stakeholders, and staff.

STRATEGIC PLAN/GOALS:

Canton: Welcoming Community, Healthy Ecosystem, Quality Infrastructure

ACTION REQUESTED:

1. Host a public hearing to solicit public input on the Canton Leisure Services Five-Year Recreation Master Plan 2022-2026.
2. Approve the resolution adopting the Canton Leisure Services Five-Year Recreation Master Plan 2022-2026.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Upon Board approval, Leisure Services staff will work collaboratively with McKenna to forward the Master Plan to the appropriate agencies including Wayne County, SEMCOG, and Michigan DNR.

DIRECTOR'S RECOMMENDATION: Approval

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 Canton Leisure Services Five-Year Recreation Master Plan for 2022-2026.
2. I move to close the public hearing.
3. I move to adopt the Canton Leisure Services Five-Year Recreation Master Plan 2022-2026 as presented.

ATTACHMENT:

Attachment A: Canton Leisure Services Five-Year Recreation Master Plan 2022-2026

<https://www.canton-mi.org/498/Leisure-Services-5-Year-Master-Plan>

Attachment B: Public Comments received during the 30-day Public Comment Period

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 9, 2021

AGENDA ITEM #C-1

ITEM: Consider Second Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances Regarding Alexandra & Ariana, LLC Rezoning

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: Alexandra & Ariana, LLC (owner)/Matthew Lamarand (tenant)

EXECUTIVE SUMMARY: The property owner proposes to rezone a portion of the parcel at 44125 Ford Road from OSP, Off-Street Parking and Central Business District (CBD) Overlay to C-2, Community Commercial and CBD Overlay. The parcel is located on the south side of Ford Road and the east side of Brookline Rd., and the subject property proposed for rezoning is an area of approximately 40 feet by 127.5 feet, which includes the southern 10 feet of the building and the area located 30 feet south of this building. The applicant proposes to retain the OSP zoning on the remainder of the parcel to the south, which consists of the driveway, parking area, and landscaping.

BACKGROUND AND ANALYSIS:

Location: South side of Ford Rd., east of Sheldon Rd., which is located between Brookline St. and Elmhurst St. (parcel no. 71-057-01-0013-301 at 44125 Ford Rd.).

Net Acres: Approximately 0.76 acres

Existing Land Use(s): A Special Land Use permit was recently approved for an indoor pet boarding and training facility (Dogology University).

Existing Zoning:

- North 110 feet of parcel: C-2, Community Commercial and Central Business District (CBD) Overlay.
- South 100 feet of parcel: OSP, Off-Street Parking and Central Business District (CBD) Overlay.

Surrounding Zoning and Land Uses:

North – C-2 and CBD Overlay, Friday’s restaurant

South – OSP, parking lot; R-5, Single-Family Residential, single-family residences

East – C-2 and CBD Overlay, bank; OSP and CBD Overlay, parking lot

West – C-2 and CBD Overlay, office; R-5, Single-Family residential, single-family residences

Comprehensive Plan Future Land Use Map Classification:

- North ±110 feet of parcel: Community Shopping
- South ±100 feet of parcel: Medium Density Residential (up to 4 dwelling units per acre)

Surrounding Comprehensive Plan Future Land Use Map Classifications:

North – Community Shopping

South – Medium Density Residential (up to 4 dwelling units per acre)

East – Community Shopping and Medium Density Residential (up to 4 dwelling units per acre)

West – Community Shopping and Medium Density Residential (up to 4 dwelling units per acre)

Proposed Use: The purpose of the proposed rezoning is because the tenant (Dogology University, an indoor pet boarding and training facility that received Special Land Use approval by the Board of Trustees on September 28, 2021) proposes to remove about 4 parking spaces south of the building and use that area for an outdoor fenced-in bathroom area for dogs. Additionally, because the southern 10 feet of the building is zoned OSP, this portion of the building can only be used for storage or retail (previous use) at this time. Therefore, because the southern 10 feet of the building and the area proposed for the outdoor dog bathroom area is currently in the OSP zoning district, the applicant is not eligible to apply to expand indoor pet boarding and training facility use to these areas unless these areas are rezoned to C-2.

Review Considerations: Section 27.06(D)(4) of the Zoning Ordinance consists of 10 standards of review to be considered prior to action. Based on our review of the application materials, the Comprehensive Plan, and the site area, we find that the application meets the rezoning standards of review as follows:

- (1) The proposed amendment will be in accordance with the basic intent and purpose of the Zoning Ordinance because it will be contained within an existing commercial development site and be separated from nearby residential land uses. The OSP zone allows for accessory parking but does not allow other land uses. The purpose of the OSP district is to provide areas to be used solely for off-street parking as an incidental use to an abutting non-residential use. One of the unique aspects of the OSP zone on the owner's parcel and on the parcel directly to the east is that this OSP-zoned area is also in the Central Business District (CBD) Overlay, which is a predominately commercial district, though the CBD Overlay does not supersede underlying zoning district uses. Additionally, the OSP zone on the owner's parcel is located in the Downtown Development Authority (DDA). However, rather than apply to rezone the entire parcel to C-2, the applicant proposes to rezone the minimum site area necessary to use the entire building for the indoor pet boarding and training facility and install an outdoor fenced-in bathroom area adjacent to the rear of the building to the south. As a result, the southern 145 feet of the site is proposed to remain in the OSP zone, which consists of the driveway from Brookline and the parking area south of the driveway.
- (2) As designed, the proposed rezoning can be consistent with the Comprehensive Plan of

the Township. Although the subject area proposed to be rezoned is classified as Medium Density Residential (up to 4 dwelling units per acre), residential zoning and residential use for the 40-foot wide subject area would be inappropriate given its proximity to the commercial use and associated traffic and parking on the site. At the same time, any rezoning to a district not explicitly recommended by the Future Land Use Plan should be carefully considered in the context of the Comprehensive Plan policies. The applicable policies that support the proposed rezoning are as follows:

- Objective 1.2 (Office & Commercial Land Uses). Canton Township shall provide adequate land for commercial uses and direct new commercial uses to areas which are compatible with established land use patterns which can be supported by available public facilities and supports the importance of these uses in maintaining a balanced mix of land uses and sustaining a viable economy.
 - Policy 1.2.2 (Office & Commercial Land Uses). Establish a Community Shopping Land Use designation on the Future Land Use Map for community retail uses and personal and professional service which serves a larger segment of the residential community. These uses are generally located along primary arterials which carry high volumes of traffic.
 - Policy 4.2.3 (Commercial and Industrial Development). Canton Township discourages future “strip” commercial development and physical isolation of adjacent uses from each other. The Township shall require, wherever practical, the use of marginal access connections, joint access agreements and common points of ingress and egress to accommodate and enhance inter-project traffic patterns which will increase pedestrian and vehicular safety and reduce congestion on the community’s primary thoroughfares.
- (3) Conditions have changed since the Zoning Ordinance was adopted, as the site was recently vacated by a retail use and recently received Special Land Use approval for an indoor pet boarding and training facility use. For most commercial uses to be feasible on the site, the entire building should be located in the C-2 zone. Additionally, if the tenants proposed to locate a small outdoor bathroom area for dogs in the current C-2 portion of the site, the front yards adjacent to Ford Road or Brookline Street and the side yard adjacent to the bank to the east are raise concerns about proximity to the roads, bank traffic, and pedestrians.
- (4) The amendment will correct an inequitable situation created by the Zoning Ordinance rather than grant special privileges because the southern 10 feet of the building should be the same zoning district as the rest of the building (C-2). Additionally, the proposed rezoning of the 30-foot wide area south of the building to C-2 does not grant special privileges because this area contains parking accessory to the commercial use, is located in the CBD Overlay and the DDA, and is more limited in scope than rezoning the entire parcel.
- (5) The amendment will not result in exclusionary zoning, as the amendment is a result of an application by the owner of the subject property, and the subject parcel is adjacent to the C-2 district.
- (6) The amendment will not set an inappropriate precedent, as it is adjacent to an existing C-2 zone, will occupy an existing building and parking area, and will be no larger than necessary to occupy the building and the 30-foot wide area south of the building with a commercial use. The remaining OSP area proposed on the site will include the site

driveway from Brookline St., the parking area to the south, and the landscape buffer along the southern property line, which will remain unchanged.

- (7) The proposed rezoning is consistent with the existing land uses of surrounding property. The adjacent uses to the west and east are commercial. While uses to the southwest (on the west side of Brookline St.) and south are single-family residential, Brookline St. separates the residential district to the west and the residential district to the south will be 145 feet from the proposed C-2 boundary. It is common in many areas of the township for a C-2 district to abut a residential district, and the Zoning Ordinance includes appropriate provisions for screening, noise, lighting, and other related factors.
- (8) If the proposed rezoning is approved, it appears that all of the requirements of the proposed zoning classification can be complied with on the subject parcel for both the C-2 district portion and the OSP district portion.
- (9) The proposed zoning, C-2, Community Commercial, is consistent with the trends in land development in the general vicinity of the subject property, as the north side of the subject parcel and adjacent parcels to the west and east are zoned C-2. As previously noted, Brookline St. separates the residential district to the west and the residential district to the south will be 145 feet from the proposed C-2 boundary.
- (10) The subject property will be serviced by an adequate road system (Ford Road and Brookline St., which was recently paved from Ford Road to approximately 25 feet north of the site driveway) and water and sanitary sewer service.

- **Community Planner's Recommendation:** Approval.

- **Planning Commission Recommendation:** At its meeting on October 18, 2021, the Planning Commission voted 6-0 to recommend approval of the request to rezone the south ½ of the vacated alley adjacent to Lot 404 and the north 30 feet of Lot 404 of McIntyre Manor Subdivision at 44125 Ford Road (parcel no. 71-057-01-0013-301) from OSP, Off-Street Parking and Central Business District (CBD) Overlay to C-2, Community Commercial and Central Business District (CBD) Overlay, as the proposal meets the standards of Section 27.06(D)(4) of the Zoning Ordinance as stated in the staff report.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Remove consideration of the proposed amendment from the table and approve the proposed rezoning amendment to Appendix A – Zoning of the Code of Ordinances, which proposes to rezone the south ½ of the vacated alley adjacent to Lot 404 and the north 30 feet of Lot 404 of McIntyre Manor Subdivision at 44125 Ford Road (parcel no. 71-057-01-0013-301) from OSP, Off-Street Parking and Central Business District (CBD) Overlay to C-2, Community Commercial and Central Business District (CBD) Overlay, as shown in the attached zoning map.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: N/A

MUNICIPAL SERVICES DIRECTOR’S RECOMMENDATION: Approval

ENGINEERING SERVICES DIVISION’S RECOMMENDATION: N/A

FIRE MARSHAL’S RECOMMENDATION: N/A

BUILDING OFFICIAL’S RECOMMENDATION: N/A

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION: N/A

SUPERVISOR’S RECOMMEDATION: Approval

MODEL MOTIONS:

1. I move to remove from the table and hold the second reading of the proposed amendment to Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance, which rezones the south ½ of the vacated alley adjacent to Lot 404 and the north 30 feet of Lot 404 of McIntyre Manor Subdivision at 44125 Ford Road (parcel no. 71-057-01-0013-301) from OSP, Off-Street Parking and Central Business District (CBD) Overlay to C-2, Community Commercial and Central Business District (CBD) Overlay, as shown in the attached zoning map.
2. Further, I move to adopt and publish the second reading of the ordinance amending Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton which rezones a 3.8-acre portion of parcel no. 024-99-0010-000 from RR, Rural Residential to R-1, Single Family Residential, which rezones the south ½ of the vacated alley adjacent to Lot 404 and the north 30 feet of Lot 404 of McIntyre Manor Subdivision at 44125 Ford Road (parcel no. 71-057-01-0013-301) from OSP, Off-Street Parking and Central Business District (CBD) Overlay to C-2, Community Commercial and Central Business District (CBD) Overlay, as shown in the attached zoning map.

ATTACHMENTS:

1. Draft Ordinance and Maps

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 9, 2021

AGENDA ITEM:C-2

ITEM: Consider Authorization of a Purchase Order to The Mannik & Smith Group, Inc. (MSG) for Professional Engineering Services for the 2021 Road Improvement Program – Intersection Design

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: As part of the ongoing effort to improve the road network within the Township, Engineering Services along with the Township Board have identified four major intersections that need upgrades and improvements. Engineering Services has requested proposals for 30% design as the first step towards the enhancement of the following intersections:

1. Beck and Ford
2. Sheldon and Palmer
3. US-12 and Geddes and Sheldon
4. Ridge and Geddes and Saltz

These preliminary engineering efforts are geared towards having a good understanding of alternatives, cost estimates, and potential right-of-way needs for these four difficult intersections.

BACKGROUND: In 2018 the Board approved ballot language for a 1.45-mill road funding millage which was approved in August 2018. As Engineering Services works through our major road projects and local road projects, we are also developing plans for future road network improvements. Four intersections that need an upgrade were identified in the five-year Road Plan. These locations all present very unique and complicated challenges for design and construction. Engineering Services solicited proposals for professional services, including preliminary engineering, alternatives and right-of-way analysis from our seven pre-qualified consultants. Engineering Services received four proposals in response to our request:

1. Spalding DeDecker - \$55,904
2. Fishbeck - \$109,950
3. The Mannik & Smith Group, Inc. - \$144,500
4. Wade Trim/OHM Advisors - \$274,612.85

Based on a review of these proposals, two consultants (Fishbeck and The Mannik & Smith Group, Inc.) were selected for interviews, and The Mannik & Smith Group, Inc. was selected as the design consultant.

The selection of MSG was made based on the thoroughness of their proposal and the information

provided in the consultant interview. While price was considered, Engineering Services understands that the lowest cost proposal was not chosen. This is because Engineering Services judged the ability to effectively and efficiently perform the work required should be weighed in combination with the cost. The range of cost was quite large. As this job is quite complex, Engineering Services didn't feel it was fair or appropriate to judge the proposals strictly on cost alone.

There were several key reasons for the selection of Mannik & Smith as the consultant: (1) they proposed their project manager as their key technical expert in intersections, who has extensive experience with Wayne County and roundabouts; (2) they proposed to hold off on significant (labor intensive) topographic survey on all four sites until well into the design process; this would be a key, up front savings as we determine if and how these intersections can be improved - this will be a fluid process, and we need flexibility to address any scope changes as we meet with the road agencies; and (3) in the interview, their team was focused on getting us to the decision-making point in the near future, and had a wealth of knowledge and options specific to these intersections that they discussed.

Therefore, Engineering Services wishes to award this project to MSG because they have been deemed to provide the best value, including experience, qualifications, staffing resources, and location, all of which makes them the lowest qualified bidder.

STRATEGIC PLAN/GOALS: Board Goal #2: Quality Infrastructure

ACTION REQUESTED: Consider approving a purchase order for The Mannik & Smith Group, Inc. in the amount of \$144,500 along with a 10% contingency of \$14,450 for a total of \$158,950 for the design and consultant services for the 2021 Road Improvement Program – Intersection Design

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 Revenue:

204-000.695 Fund Balance Appropriation \$158,950

Increase Expenditure:

204-446-11.970_0050 Capital Outlay Infrastructure \$158,950

IMPLEMENTATION PLAN: Upon Board approval, Finance will issue a purchase order to MSG 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 Revenue:

204-000.695 Fund Balance Appropriation \$158,950

Increase Expenditure:

204-446-11.970_0050 Capital Outlay Infrastructure \$158,950

2. I move to approve a purchase order contract for the 2021 Road Improvement Program – Intersection Design to The Mannik & Smith Group, Inc. in the amount of \$158,950.

ATTACHMENTS:

1. MSG Proposal

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 9, 2021

AGENDA ITEM C-3

ITEM: CONSIDER APPROVAL OF SETTLEMENT IN THE MATTER OF SPENCER V CANTON
--

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: As was discussed in closed session last week, the parties in the matter of Spencer v Canton Township has reached a tentative settlement to resolve all claims against Canton Township. Although the Plaintiff changed her mind after an initial agreement to the settlement amount, she has now signed off on the settlement and is ready to close this matter. Both corporation counsel and litigation counsel agree that the settlement is reasonable in light of the expected future litigation costs, which are expected to far exceed the settlement amount due to the number of experts that would be required in a case like this.

STRATEGIC PLAN/GOALS: Provide for the resolution of pending litigation.

ACTION REQUESTED: Approve the settlement in the matter of Lakesha Spencer v Canton Township and authorize the Township Supervisor to sign all documents to effectuate the settlement.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Settlement funds would be paid out of the Police Fund.

IMPLEMENTATION PLAN: If approved, the settlement documents would be prepared and signed by both parties, and a stipulation and order of dismissal would be entered with the Wayne County Circuit Court.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:

SUPERVISOR'S RECOMMENDATION:

MODEL RESOLUTION:

1. In the matter of Spencer v Canton Township, I move to approve the proposed settlement with the Plaintiff, and further authorize the Township Supervisor to sign any documents necessary to effect the settlement on behalf of Canton Township.

ATTACHMENTS:

1. Facilitator's Letter signed by Plaintiff (e-mailed separately)

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 9, 2021

AGENDA ITEM #G-1

ITEM: Consider Anand Village Condominium Preliminary Site Plan

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: Mark Mahajan (Fairway Engineering)

EXECUTIVE SUMMARY: The project sponsor is proposing a 43-unit single-family detached condominium development on 11.51 acres at the southeast corner of Geddes and Denton Roads. As a detached condominium, the units are not individual lots. The building pads have a 10-foot separation, 25-foot setback from the edge of the private road, 20-foot setback from the edge of the sidewalk, and a 35-foot rear setback. The Preliminary Site Plan was previously approved on August 27, 2019, but expired on August 27, 2020.

BACKGROUND AND ANALYSIS:

Location. Southeast corner of Denton Road and Geddes Road (parcel no. 71-126-99-0008-701)

Existing Zoning: R-4, Single Family Residential

Net Acres: 11.51 acres

Existing Land Use: Vacant

Surrounding Zoning and Land Uses:

North – R-1, Single-family residential

South – R-1 and R-3, Crystal Village condominiums

East – R-6, Crystal Village condominiums

West – R-1, Single-family residential

Comprehensive Plan: Medium Density Residential (up to 4 dwelling units per acre)

Changes to the Plan Since the Preliminary Site Plan Expired: Although the proposed Preliminary Site Plan is substantially the same as the previously-approved Preliminary Site Plan, the following notable changes have since been made:

- The surface of the emergency access from Denton Road on the north side of the site has been changed from grass paver to pavement, pursuant to the requirements of the Fire Department;
- The number of units has increased from 42 to 43, with the 43rd unit occupying the area in the northwest part of the site that was previously proposed as a clubhouse. A clubhouse

is no longer proposed, and the proposed density of 43 units on 11.51 acres (i.e., 3.74 units per acre) is within the density limits of the R-4 district. The clubhouse was removed because it was too close to the emergency access drive from Denton Road.

Schedule of Regulations. The detached condominium units meet the Zoning Ordinance requirements of the R-4 district for: front yard setbacks (20 feet from the edge of the sidewalk and 25 feet from the edge of the private road); separation distances (10 feet); rear yard setbacks (35 feet); and building height (2 stories/25 feet).

Access Management. The site will be accessed by a boulevard road from Denton Road. Additionally, an emergency vehicle-only access and breakaway gate is proposed from Denton Road, north of the main access. Sidewalks are proposed along the entire site frontages of Denton Road and Geddes Road, which is a distance of about 1,450 ft. and will connect the adjacent sidewalk terminations to the south along Denton Road and to the east along Geddes Road. Although the sidewalks at the intersection of Geddes Road and Denton Road are proposed to extend to the road surface, we will defer to Wayne County whether this additional sidewalk to the road surface is permitted without a return crosswalk on the opposite side of the road. Finally, there are internal sidewalks proposed on both sides of all of the internal streets of Anand Village.

Lighting. Decorative light poles are proposed on each side of the entrance at Denton Road, and several decorative light poles are proposed throughout the site along the internal streets. These light poles are 12 feet high. The photometric plan indicates that the light fixtures do not exceed the 0.1-footcandle illumination limit along the adjacent residential property lines, except in a small area in the southeast portion of the site that will be corrected prior to Final Site Plan review.

Stormwater Management. An underground stormwater management system is proposed in the middle of the site, with a pond proposed in the northwest corner of the site. Stormwater management plan review and approval is under the jurisdiction of Wayne County, which is required prior to Final Site Plan review.

Landscaping. A full landscape plan has been submitted, which includes frontage landscaping, street tree landscaping, detention pond landscaping, median island landscaping, and replacement trees. Any discrepancies or corrections will be made prior to Final Site Plan approval.

Architecture. The elevations of the proposed homes illustrate that the exteriors will contain at least 50% brick/masonry required by Section 26.06 of the Zoning Ordinance. The revised elevations also show the minimum horizontal offset of at least 4 feet in the rear of each unit pursuant to Section 26.06. At its meetings on September 13, 2021 and October 4, 2021, the Planning Commission reviewed the Preliminary Site Plan and tabled the application pending receipt of revised architectural elevations. The applicant submitted revised architectural elevations and floorplans for consideration at the October 18, 2021 Planning Commission meeting, which the Planning Commission recommended to approve. The revised plans include professional elevation renderings, consistency between the elevations and floorplans,

including the 4-foot rear horizontal offset, and adding a rear walkout and deck. The applicant stated that Elevation A/Floor Plan A and Elevation B/Floor Plan B are the formal submittals, and Elevation C/Floor Plan C is for information purposes at this time because it is still in the planning phase.

Road Names. The proposed road names (Gosling Ct., Sanborn Ln., and Greentree Rd.) are not duplicated elsewhere in the township. A previously proposed road name of “Heather Place” was a duplicate and subsequently changed to “Greentree Road.”

- **Community Planner’s Recommendation:** Approval of the Preliminary Site Plan.
- **Planning Commission Recommendation:** At its meeting on October 18, 2021, the Planning Commission voted 6-0 to recommend approval of the Anand Village Preliminary Site Plan, including Elevations A and B, on tax parcel no. 71-126-99-0008-701, which includes 43 single-family detached residential condominium units on 11.51 net acres, subject to the applicant renaming Heather Place to a name that is not duplicated elsewhere in the township, and subject to continuing to work on scheme C. The applicant has since renamed “Heather Place” to “Greentree Road.”

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve the Anand Village Preliminary Site Plan on tax parcel no. 126-99-0008-701, subject to all applicable state and local development regulations.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: N/A

MUNICIPAL SERVICES DIRECTOR’S RECOMMENDATION: Approval

ENGINEERING SERVICES DIVISION’S RECOMMENDATION: Approval, subject to any outstanding items being resolved prior to Final Site Plan review.

FIRE MARSHAL’S RECOMMENDATION: Approval, subject to any outstanding items being resolved prior to Final Site Plan review.

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 Preliminary Site Plan for Anand Village Detached Condominiums

WHEREAS, the Project Sponsor has requested approval of the Preliminary Site Plan for Anand Village, which is a detached condominium project located at the southeast corner of Geddes Rd. and Denton Rd.; and,

WHEREAS, the Planning Commission reviewed the Preliminary Site Plan for Anand Village and voted 6-0 to recommend approval of the request with conditions, as it meets the design requirements of the Zoning Ordinance and Condominium Ordinance;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the Preliminary Site Plan for Anand Village Detached Condominiums on tax parcel no. 126-99-0008-701, subject to all applicable state and local development regulations.

ATTACHMENTS:

1. Planning Commission Minutes Excerpt
2. Zoning Map and Aerial Map
3. Preliminary Site Plan

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 9, 2021

AGENDA ITEM #G- 2

ITEM: Consider Approval to Schedule Show Cause Hearings for One Property Subject to Dangerous Building Hearing Orders

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: There is a property that has failed to meet the requirements and deadlines established by the hearing officer following Dangerous Building Hearings as prescribed by Township Ordinance and state law. In light of the failures to comply, the Board must take action to set a public hearing, at which the property owners must be given an opportunity to show cause why the hearing officer's order should not be enforced. The hearings must occur at least 30 days after the meeting at which the Board sets the hearing, and notice of the date and time chosen shall be sent to the property owner. Following the hearings, at which both the property owners and Township staff shall be given the opportunity to speak, the Board must decide if the determination of the hearing officer should be carried out as ordered, whether the order need not be followed, or whether there is some other appropriate resolutions to the matters.

BACKGROUND INFORMATION: This property has not met the requirements and deadlines that were set by the hearing officer at hearings mentioned below.

- 1) 1822 Sheldon N. – Dangerous Building Hearing - July 28, 2021. At that hearing, the hearing officer ordered the building to be demolished by January 1st, 2022 and informed the owner they had to obtain a demolition permit by October 1st, 2021. Since the owner has neglected to obtain a demolition permit per the required date given by the hearing officer, the action defaults to the demolition by the Township. The owner has not contacted the Building Division of Municipal Services in any manner since the hearing.

This property has had nuisance issues for a long time and the full hearing documents and evidence on behalf of the Township is available to review.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approval to schedule this show cause hearing as a required next step in the dangerous building hearing process. Recommend that this hearing be scheduled a maximum of ¾ of an hour before a regularly scheduled board meeting not sooner than 30 days after approval of the hearings by the Board.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: At this time, the cost to schedule and provide notice of the show cause hearings is nominal.

IMPLEMENTATION PLAN: Upon approval by the Board, the property owners will be notified of date and time of the hearing.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the date of December 14, 2021 at 6:15 pm for the purposes of conducting show cause hearings for the properties that failed to comply with the deadlines imposed by the Dangerous Buildings Hearing Officer for those properties.

ATTACHMENTS:

- 1) Michigan Complied Laws outlining the process
- 2) Dangerous building determinations for the property

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 9, 2021

AGENDA ITEM #G-3

ITEM: Approve Purchase of Four Digital Editing Computers for the Cable Studio

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

An Invitation to Bid was solicited in October 2021 for new editing computers for the cable staff. From this solicitation, two bids were received for the specific equipment requested with Origin High Performance PC's submitting the low bid in the amount of \$25,436. Canton Leisure Services is recommending the approval to purchase four editing computers from Origin High Performance PC's in the total amount of \$25,436.

BACKGROUND: The cable studio currently uses four digital editing computers for the editing of all the video shoots for Canton Community Television. All four of these editing computers are needed to complete the workload of the cable studio.

The current digital editors were purchased in 2014 with an average life expectancy of five years and are in need of replacement. Due to the age, these computers are unable to be updated with new software and their slower processing power causes much longer render times of videos and effects. Other age-related problems consist of frequent crashes, file corruption, and slow render times.

The problems encountered by the cable studio staff as a result of these issues include loss of work hours, delay of finished products, loss of all work completed on projects up to the point of the crash, and more frequent and costly repairs.

The purchase of new editing systems would not only help to improve editor work flow but would allow for workstations to be upgraded to the newest software as well as provide a workstation capable of faster render time and a higher quality final product.

In October 2021, two bids were received for 4 new editing computers, Origin High Performance PC's in the amount of \$25,436 and Tiles in Style LLC in the amount of \$27,191.23 (Bids attached.)

STRATEGIC PLAN/GOALS: Quality Infrastructure

ACTION REQUESTED: Award the Bid to purchase four Digital Editing computers from Origin PC in the total amount of \$25,436.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: \$27,496.16 is available in the budget account #230-250.970_0010 - Capital Outlay Computers and Equipment.

IMPLEMENTATION PLAN: Upon Board approval, a purchase order will be generated and Origin PC will be notified about the purchase.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to authorize the purchase of four Digital Editing computers from Origin PC, 12400 SW 134th court, Unit #8, Miami, Florida in the amount of \$25,436 to be taken from Account #230-250.970_0010, Capital Outlay Computers and Equipment.

ATTACHMENTS:

- Bid Specifications
- Bid Received

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 9, 2021

AGENDA ITEM#G-4

ITEM: Consider Approval of Contract with Audience View Ticketing System

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

The Village Theater's original ticket system, Seat Advisor Box Office (SABO), went out of business in 2020. Since then, the theater has been using a temporary system called "On The Stage." This system was a good step to fill the interim, but does not meet the full needs of the Village Theater. After extensive research of multiple box office solutions, Leisure Services is recommending to enter into a 5-year contract with Audience View Pro to supply the new ticketing software for the Cherry Hill Village Theater.

In addition, several hardware items are required to help support this transition, such as ticket scanners and printers. These items would be purchased separate of the agreement and with currently budgeted funds, not to exceed \$15,000.

This new system provides the following upgrades:

- Both Box Office and online sales
- Robust marketing capabilities, including seamless integration with our current e-marketing system
- Advanced reporting
- Real time processing and deposits
- Concessions Sales
- House staff and volunteer schedule management
- Live stream shows

The cost of the system is \$1.50 per ticket sold, which the Village Theater offsets with a ticket processing fee passed on to the consumer. There is no cost for printing complimentary tickets or concessions items, and there is no annual minimum.

BACKGROUND INFORMATION:

From 2006 – 2020, Canton Township and the Village Theater used Seat Advisor Box Office (SABO) for online ticketing. In 2020, SABO went out of business. Since then, the Village Theater has been using "On The Stage" ticketing. This was always meant to be temporary, as On The Stage does not offer certain features that are needed.

In order to maximize the use of this software, the following hardware investments will need to be made.. Funding for these items is available in the 2021 Village Theater operating budget:

- 4 scanners \$1,700/unit = \$6,800

- 2 Printers \$1,558/unit = \$3,116
- 2 Laptops \$1,500/unit = \$3,000
- 2 Tablets \$500/unit = \$1,000

Each of these investments in the hardware will be made by working with the IT Department and other vendor relationships to secure the items.

Other upgrades to the Wi-Fi network throughout the facility may be necessary to provide full functionality for the system. These upgrades will not restrict the base functionality of the system and will be addressed as needed with future funding.

STRATEGIC PLAN/GOALS: Financial Stability

ACTION REQUESTED: Amend the budget and approve the 5-year agreement with Audience View Pro

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

Decrease:

Salaries and Wages Part-time	101-761-55.703_0015	\$15,000
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Increase:

Capital Outlay Computers & Equipment	101-761-50.970_0010	\$15,000
	Capital Outlay Computers and Equipment	

IMPLEMENTATION PLAN: Upon Board approval, a contract will be signed. Audience View will begin the process of staff training and building the Village Theater profile in the system.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1) I move to approve a 5-year contract agreement with Audience View Pro, 1500 Broadway, 7th floor, New York, NY 10036.

2) I further move the following budget amendment:

Decrease:

Salaries and Wages Part-time	101-761-55.703_0015	\$15,000
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Increase:

Capital Outlay Computers & Equipment	101-761-50.970_0010	\$15,000
	Capital Outlay Computers and Equipment	

3) I further move to approve the purchase of additional computer hardware equipment not to

exceed \$15,000, which is necessary in conjunction with the new ticketing system.

ATTACHMENTS:

Attachment A: Audience View Pro overview

Attachment B: Audience View Pro Contract

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 9, 2021

AGENDA ITEM #G-5

ITEM: Consider Waiving the Bidding Process for the Purchase of the Apex Officer Training Simulator and an Associated 2021 Police Budget Amendment

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting to purchase the Apex Officer Training Simulator from Govred Technology, Inc., the sole-source vendor of this product. Govred Technology, Inc., has provided a 50% discounted quote for the Training Simulator which includes all hardware and software for two trainees and the trainer, in the amount of \$62,500.

The department is also requesting a 2021 Police budget amendment to accommodate this purchase, as the discount offer expires on December 31, 2021

BACKGROUND INFORMATION: The Police Department has been researching a technology-based training simulator option to replace its outdated and barely functioning MILO Training Simulator. MILO served a great purpose in its day, but is now almost 10-years old, with no software updates available and hardware that consistently fails to the point of unusable.

The Apex Officer Training Simulator is a comprehensive solution designed to allow trainers the ability to give presentations and classes, conduct interactive testing and assessment, and provide immersive hands-on, scenario-based exercises with detailed debriefing and after-action reviews. Currently, there are no other products available that serve the same function because of the proprietary and exclusive Apex Officer content library, training modules, dynamic scenario generator, haptic feedback system, backpack-mounted modular workstations, and virtual reality training technology accessories.

The intent of the Apex Officer Training Simulator is to improve the officer's ability to reinforce de-escalation, generate voluntary compliance, utilize the tools of interpersonal and strategic communication, identify use of force options, practice interactive crisis intervention, and enhance critical decision making and rapid problem solving. Ultimately, the training system will reinforce proper decision-making and build trust with our community.

The department is dedicated to maintaining a rigorous and holistic approach to training, ultimately limiting liability exposure and adopting the best practices to ensure the safety of citizens and staff.

The one-time 50% discount pricing is being offered to Canton as an incentive to the first law enforcement agency in Michigan to purchase the product.

STRATEGIC PLAN/GOALS: Township Goal #6 – Welcoming Community: Create Police Transparency and Guidance Subcommittee

ACTION REQUESTED: Waive the bidding process due to sole-source provider, and approve the purchase of the Apex Officer Training Simulator from Govred Technology, Inc., in the amount of \$62,500. In addition, approve the below amendment to the 2021 Police Budget Fund Balance Appropriation and Capital Machinery & Equipment Accounts.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Increase the 2021 Police Fund Balance Appropriation Account #207-000-695 by \$37,500; and increase the 2021 Police Capital Outlay Machinery & Equipment Account #207-301-50.970_0030 by \$37,500. *These funds will be combined with \$25,000 of reallocated funds in the Capital Machinery account for the full purchase amount of \$62,500.*

IMPLEMENTATION PLAN: n/a

DIRECTOR’S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION:

- 1) I move to approve waiving the bidding process due to sole-source provider, and approve the purchase of the Apex Officer Training Simulator from Govred Technology, Inc., in the amount of \$62,500;
- 2) Additionally, I move to approve the below amendment to the 2021 Police Budget increasing the Fund Balance Appropriation and Capital Machinery & Equipment Accounts.

<i>Increase 2021 Police Revenues:</i>		
Fund Balance Appropriation:	#207-000.695	\$37,500

<i>Increase 2021 Police Appropriations:</i>		
Capital Outlay Machinery & Equipment:	#207-301-50.970.0030	\$37,500

ATTACHMENTS: Attachment A – Price Quote from Govred Technology, Inc.
Attachment B – Sole-Source Provider Letter