



## REGULAR MEETING OF THE BOARD OF TRUSTEES

January 26, 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/84462635762>

Or iPhone one-tap:

1-312-626-6799 (84462635762#) or 1-646-558-8656 (84462635762#)

Or Telephone:

1-312-626-6799 or 1-646-558-8656

Webinar ID: 844 6263 5762

International numbers available: <https://us02web.zoom.us/j/84462635762>

### **6:00 P.M.:**

CALL TO ORDER

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

ADOPTION OF AGENDA

APPROVAL OF MINUTES: JANUARY 9 & 12, 2021

PUBLIC COMMENT

PAYMENT OF BILLS

### **PUBLIC HEARING:**

- 1) CONSIDER HOLDING THE PUBLIC HEARING FOR THE 2021 SIDEWALK REPAIR PROGRAM -SPRING

### **CONSENT CALENDAR:**

- 1) CONSIDER SECOND READING OF AN AMENDMENT TO APPENDIX A – ZONING OF THE CODE OF ORDINANCES REGARDING THE METRO OPPORTUNITIES 1, LLC AND METRO OPPORTUNITIES 10, LLC REZONING (MSD)

- 2) CONSIDER ADOPTION OF A RESOLUTION FOR APPROVAL OF APPLICATION FOR ADDITIONAL MERS SERVICE CREDIT BY AN EMPLOYEE (FBD)

**GENERAL CALENDAR:**

- 1) CONSIDER APPOINTMENT TO MERIT COMMISSION (SUPERVISOR)
- 2) CONSIDER APPOINTMENTS TO TAX BOARD OF REVIEW (SUPERVISOR)
- 3) CONSIDER APPROVAL OF AN AMENDMENT TO THE FINAL PLANNED DEVELOPMENT FOR TREMONT PLACE (FORMERLY NAMED WELLINGTON ON THE WILLOW) AND APPROVAL OF THE SITE PLAN FOR TREMONT PLACE (MSD)
- 4) CONSIDER APPROVAL OF SECOND AMENDMENT TO MEMORANDUM OF UNDERSTANDING REGARDING PROSECUTORIAL LEGAL SERVICES (LEGAL)
- 5) RENEWAL OF UNIFORM VIDEO SERVICE LOCAL FRANCHISE AGREEMENT WITH COMCAST OF THE SOUTH, INC. (LEGAL)
- 6) RENEWAL OF UNIFORM VIDEO SERVICE LOCAL FRANCHISE AGREEMENT WITH WIDE OPEN WEST (LEGAL)
- 7) REQUEST APPROVAL OF 2021 BLANKET PURCHASE ORDERS (FBD)
- 8) CONSIDER APPROVAL OF ACTUARIAL VALUATION OF THE CHARTER TOWNSHIP OF CANTON RETIREE HEALTH CARE (FBD)
- 9) CONSIDER RE-APPOINTMENT TO THE COMMISSION FOR CULTURE, ARTS & HERITAGE (CLS)
- 10) CONSIDER APPROVAL OF APPLICATION FOR MLCC SPECIAL LIQUOR LICENSES (CLS)
- 11) CONSIDER APPROVAL OF AN INTER-GOVERNMENTAL AGREEMENT BETWEEN WAYNE COUNTY AND CANTON TOWNSHIP FOR HERITAGE PARK ENHANCEMENTS (CLS)
- 12) CONSIDER AUTHORIZATION OF 2021 FY SPECIALIZED SERVICES OPERATING ASSISTANCE PROGRAM AGREEMENT WITH SMART (CLS)

PUBLIC COMMENT  
OTHER  
ADJOURN

**ACCESS TO PUBLIC MEETINGS**

In accordance with the Americans with Disabilities Act, individuals with disabilities who require special accommodations, auxiliary aids or services to attend or participate at the meeting/hearing should contact Kerreen Conley, Human Resources Manager, at 734-394-5260. Reasonable accommodations can be made with advance notice. A complete copy of the Access to Public Meetings Policy is available at [www.canton-mi.org](http://www.canton-mi.org).

**Charter Township of Canton  
Board Proceedings – January 9, 2021**

A special meeting of the Board of Trustees of the Charter Township of Canton was held Saturday, January 9, 2021 virtually. Supervisor Graham-Hudak called the meeting to order at 9:04 a.m.

Members Present: Borninski, Foster, Ganguly Graham-Hudak, Siegrist, Slavens,& Sneiderman  
All members stated their location is Canton Township, with the exception of Ganguly, Ft. Myers Florida

Members Absent: None

Staff Present: Director Hohenberger, Director Smith, Director Trumbull, Director Baugh, Director-Stoecklein, HR Manager Conley, Township Coordinator Hughesdon, Deputy Director LaFever

**Adoption of Agenda:**

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

**Board of Trustees Training / Orientation**

Additional Public comment was held.

**Adjourn:** Motion by Siegrist, supported by Slavens to adjourn the meeting at 2:20 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 – January 12, 2021**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, January 12, 2021 virtually. Supervisor Graham-Hudak called the meeting to order at 6:30 p.m.

Members Present: Borninski, Foster, Ganguly, Graham-Hudak, Siegrist, Slavens & Sneiderman  
All members stated their location is Canton Township  
Members Absent: None  
Staff Present: Director Hohenberger, Director Smith, Director Trumbull, Director Baugh, Director Stoecklein, HR Manager Conley, Corporation Counsel Kolb, Community Planner Sloan

**Closed Session:**

**Discuss Pending Litigation (Marinelli v Canton and Boylan v Canton).**

Motion by Siegrist, supported by Slavens to move to closed session regarding pending litigation discussionl Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Slavens to return to the open meeting. Motion carried unanimously by roll call vote.

**Adoption of Agenda:**

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

**Approval of Minutes:**

Motion by Siegrist supported by Slavens to approve the December 15 & 22, 2020 Board minutes as presented. Motion carried unanimously by roll call vote.

**Public Comment:** Public comment was held.

**Payment of Bills:**

Motion by Siegrist supported by Slavens 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 January 12, 2021</b>		
101	GENERAL FUND	709,615.65

204	ROADS FUND	258,662.06
206	FIRE FUND	412,523.20
207	POLICE FUND	1,330,034.79
208	SUMMIT OPERATING (General)	69,756.01
219	STREET LIGHTING	21,877.86
230	CABLE TV FUND	22,703.43
246	TWP (COMMUNITY) IMPROVEMENT	2,979.00
248	DDA - CANTON	34,694.25
261	E-911 UTILITY	29.04
265	ORGANIZED CRIME - DRUG ENFORCEMENT	468.12
274	CDBG	46,000.76
276	NSP GRANTS FUND	18,015.00
401	CAP PROJ - ENERGY PROJECT	281,532.00
402	CAP PROJ - SUMMIT CONSTR	0.00
403	CAP PROJ - ROAD PAVING	644,574.95
584	GOLF FUND	30,500.08
592	WATER & SEWER FUND	1,164,408.27
596	SOLID WASTE	420,795.61
661	FLEET	370,276.93
701	TRUST & AGENCY FUND	6,974.27
702	CONSTRUCTION ESCROW	359.40
736	POST EMPLOYMENT BENEFITS	250,293.77
852	SPECIAL ASSESSMENT DEBT	0.00
301	ENERGY PROJECT DEBT SVCE FUND	0.00
		0.00
<b>TOTAL - ALL FUNDS</b>		<b>6,097,074.45</b>

**Consent Calendar:**

**Item C-1. Receive and File Future Land Use Map Amendment for Metro Opportunities 1, LLC and Metro Opportunities 10 LLC.**

Motion by Siegrist, supported by Slavens to receive and file the Amendment to the Future Land Use Map of the Comprehensive Plan for Metro Opportunities 1, LLC and Metro Opportunities 10, LLC. 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 the Metro Opportunities 1, LLC and Metro Opportunities 10, LLC Rezoning.**

Motion by Siegrist, supported by Slavens 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 tax parcel nos. 71-127-99-0020-000, 71-127-99-0019-000, 71-127-99-0018-002, 71-127-99-0017-000, 71-127-99-0016-000, and  
 January 12, 2021 2

71-127-99-009-000 (east 896 feet only) to LI-R, Light Industrial Research from R-3, R-1, and RR. Motion carried unanimously by roll call vote.

Motion by Siegrist, Supported by Slavens to table consideration of the amendment for a second reading on January 26, 2021. Motion carried unanimously by roll call vote.

**Item G-2. Consider Approval of Special Land Use for Cherry Hill Preserve.**

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

RESOLUTION OF  
BOARD OF TRUSTEES  
CHARTER TOWNSHIP OF CANTON, MICHIGAN

**Approval of the Special Land Use for Cherry Hill Preserve**

**WHEREAS**, the Project Sponsor has requested special land use approval for twelve (12) 2-unit attached residential buildings on the north side of Cherry Hill Road, between Lotz Road and the eastern township boundary; and

**WHEREAS**, the Planning Commission reviewed the request and applicable criteria and voted 7-0 to recommend approval, as the request meets the criteria of special land use approval in Section 27.03(C) of the Zoning Ordinance;

**NOW THEREFORE BE IT RESOLVED**, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the special land use request for twelve (12) 2-unit attached residential buildings on parcel nos. 71-052-99-0042-000, 71-052-99-0044-001, and 71-052-99-0044-002, as the request meets the Special Land Use criteria of the Canton Township Zoning Ordinance pursuant to the information and plans provided, subject to specific design criteria to be determined at the time of Site Plan Review.

Motion carried unanimously by roll call vote.

**Item G-3. Consider Approval of the Hampton Manor of Canton Planned Development District Amendment and Site Plan Amendment.**

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

RESOLUTION OF  
BOARD OF TRUSTEES  
CHARTER TOWNSHIP OF CANTON, MICHIGAN

**Approval of the Planned Development District Amendment No. 1 and Site Plan Amendment for Hampton Manor**

**WHEREAS**, the Project Sponsor has requested approval of an amendment to the Planned Development District for Hampton Manor on property located on the south side of Ford Road and west of Ridge Road; and,

**WHEREAS**, the Planning Commission reviewed the Amended Planned Development Plan, Planned Development Agreement, and Site Plan modifications and voted 7-0 to recommend approval of the requests, as they meet the criteria for a planned development, result in definite benefits to the community, and comply with the applicable site design requirements of the Zoning Ordinance except where modifications are approved;

**NOW THEREFORE BE IT RESOLVED**, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the Hampton Manor Planned Development District Amendment and Site Plan amendment on parcel no. 069-99-0008-701 (49801 Ford Rd.), as provided in the Planned Development Agreement Amendment and plan documents, subject to all applicable state and local development regulations.

Motion carried unanimously by roll call vote.

**Item G-4. Consider Preliminary Approval of the Monark Grove Planned Development District.**

Motion by Siegrist, supported by Slavens to move to approve the Monark Grove Preliminary Planned Development District on tax parcel nos. : 062-99-0004-000, 062-99-0005-000, 036-01-0003-003, 036-01-0003-005, 036-01-0003-006, 036-01-0004-001, 036-01-0004-002, and 036-01-0005-000 010-99-0013-000, as provided in the Planned Development Agreement and plan documents, subject to: (1) the requirements of Wayne County and MDOT being satisfied prior to review of the Final PDD; (2) updating the PD Agreement to include the definite benefits, schedule of modifications, and proposed age restrictions; (3) that the plans and PD Agreement state that the landbank parking is not permitted without explicit approval from the Planning Commission at site plan review; and (4) that the exterior materials of the buildings comply with the Zoning Ordinance requirement for 50% masonry. . Motion carried unanimously by roll call vote.

**Item G-5. Consider Awarding Bid and Approve Purchase Order for Exterior Painting of Public Works Building.**

Motion by Siegrist, supported by Slavens to Motion by Siegrist, supported by Slavens to approve a Purchase Order and Award bid for paint replacement at Canton DPW to TN Construction LLC, in the amount of \$49,000. Motion carried unanimously by roll call vote.

**Item G-6. Consider Purchase of Water Meters and Metering Control Devices for 2021.**

Motion by Siegrist, supported by Slavens to accept the quote from Etna Supply Company and approve a purchase order not to exceed \$656,465 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 G-7. Consider Approval of Engineering Services and Purchase Order to OHM Advisors for Water Storage Analysis.**

Motion by Siegrist, supported by Borninski to approve a Contract and Purchase Order in an amount not to exceed \$12,500 for Professional Engineering services with OHM Advisors to perform a water storage analysis. Motion carried unanimously by roll call vote.

**Item G-8. Consider Approval of a Budget Amendment and Purchase Order to A3C Architects for the Architectural Design and ADA Improvements for the Capital Improvement Plan.**

Motion by Siegrist, supported by Foster to amend the total project budget as follows:

**Increase Expenditures:**

401-755.970\_0025 Capital Outlay ADA Improvements 54,451.00  
206-336-50.970\_0025 Capital Outlay ADA Improvements 60,795.00  
401-772.970\_0025 Capital Outlay ADA Improvements 35,286.00  
592-536.970\_0025 Capital Outlay ADA Improvements 14,543.00  
592-537.970\_0025 Capital Outlay ADA Improvements 14,542.00  
401-761.970\_0025 Capital Outlay ADA Improvements 19,484.00  
401-752.970\_0025 Capital Outlay ADA Improvements 24,373.00  
401-261.970\_0025 Capital Outlay ADA Improvements 9,035.00

**Increase Expenditures:**

401-755.970\_0025 Capital Outlay ADA Improvements 54,451.00  
206-336-50.970\_0025 Capital Outlay ADA Improvements 60,795.00  
401-772.970\_0025 Capital Outlay ADA Improvements 35,286.00  
592-536.970\_0025 Capital Outlay ADA Improvements 14,543.00  
592-537.970\_0025 Capital Outlay ADA Improvements 14,542.00  
401-761.970\_0025 Capital Outlay ADA Improvements 19,484.00  
401-752.970\_0025 Capital Outlay ADA Improvements 24,373.00  
401-261.970\_0025 Capital Outlay ADA Improvements 9,035.00

**Increase Revenues:**

401-000.695 Fund Balance Appropriation 142,629.00  
206-000.695 Fund Balance Appropriation 28,437.00  
592-000.695 Fund Balance Appropriation 29,085.00

**Decrease Expenditures:**

206-336-50.999 Transfers to fund Balance 32,358.00



2) I further move to approve a purchase order for the Architectural Design and ADA Improvements for the Capital Improvement Plan to A3C Architects 115 ½ E. Liberty Street, Ann Arbor, MI 48104 in an amount of \$42,692 to be paid from the following CIP accounts:

<b>Account Number</b>	<b>Project Fee</b>
401-755.970_0025	7,250.00
206-336-50.970_0025	6,543.00
401-772.970_0025	5,006.00
592-536/537.970_0025	4,251.00
401-761.970_0025	3,041.00
401-752.970_0025	2,370.00
206-336-50.970_0025	2,109.00
401-752.970_00205	1,757.00
401-261.970_0025	1,624.00
401-452.970_0025	3,430.00
401-773.970_0025	5,011.00
401-755.970_0025	300.00
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	<b>42,692.00</b>

Motion carried unanimously by roll call vote.

**Item G-9. Reconsideration of Step Increases for Part Time, Variable Hour and Seasonal Employees for 2021.**

Motion by Siegrist, supported by Borninski to approve the 1/1/21 step increases for part-time and variable hour employees who worked any hours in 2020. I also move to approve that seasonal employees who return in 2021, receive a step increase over their previous step, upon their return. Motion carried unanimously by roll call vote.

Additional Public comment was held.

**Adjourn:** Motion by Siegrist, supported by Slavens to adjourn the meeting at 8:54 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:** January 26, 2021

**AGENDA #PH-1**

**ITEM: Consider Holding the Public Hearing for the 2021 Sidewalk Repair Program - Spring**

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

**INDIVIDUALS IN ATTENDANCE:** None anticipated.

**EXECUTIVE SUMMARY:** The Sidewalk Ordinance became effective on July 1, 1999 and was amended on August 2, 2001 (Chapter 62, Article II, Section 31-36). The ordinance was adopted to protect the public health, safety and welfare of the citizens of the Charter Township of Canton through adoption of regulations concerning the construction and maintenance of sidewalks within the Township. The Sidewalk Ordinance requires the Township to hold a Public Hearing regarding the necessity of repairs for the 2021 Sidewalk Repair Program- Spring.

**BACKGROUND:** The Township is targeting subdivisions, in a consolidated area known as "Zone Five". The targeted subdivisions are located south of Cherry Hill Road and east of Canton Center Road in Glengarry North, Glengarry Village #1 and Glengarry Village #2. This year's program to start in the spring was delayed in 2020 due to a water main repair project taking place in these subdivisions. Letters were sent to these residents in mid-November 2019 informing them of the water main project scheduled in 2020 and that an official notification would be sent in the spring of 2021 for the sidewalk repairs that have been marked since 2018. Notice of the Public Hearing has been properly advertised and letters were provided to the residents affected.

**STRATEGIC PLAN/GOALS:** To provide safe, barrier free sidewalks in the community.

**ACTION REQUESTED:** Open the Public Hearing, close the Public Hearing and adopt a Resolution finding the necessity of sidewalk repairs pursuant to the Township Sidewalk Ordinance, Sidewalk Repair Program Policy and as provided in Public Act 80 of the Public Acts of 1989.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Not Applicable

**IMPLEMENTATION PLAN:** Upon adopting the resolution, those sidewalks not repaired by the owners after 60 days will be repaired by the Township's contractor in the spring.

**DIRECTOR'S RECOMMENDATION:** Approval

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

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

Motion #1: I move open the Public Hearing to hear comments on the necessity of sidewalk repairs pursuant to the Township Sidewalk Ordinance, Sidewalk Repair Program Policy and as provided in Public Act 80 of the Public Acts of 1989.

Motion #2: I move to close the Public Hearing after hearing the comments on the necessity of sidewalk repairs to the Township Sidewalk Ordinance, Sidewalk Repair Program Policy and as provided in Public Act 80 of the Public Acts of 1989.

Motion #3: I move to adopt the attached resolution requiring replacement of sidewalks in Glengarry North, Glengarry Village #1 and Glengarry Village #2 as indicated on the attached list and published in the Canton Eagle on January 21, 2021.

**ATTACHMENTS:**

1. Resolution
2. Additional Information
3. Copy Public Notice
4. Copy of Letter Sent to Residents

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: January 26, 2021**

**AGENDA ITEM #C-1**

**ITEM: Consider Second Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances Regarding the Metro Opportunities 1, LLC and Metro Opportunities 10, LLC Rezoning**

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

**INDIVIDUALS IN ATTENDANCE:** Richard Rattner (Representative)

**EXECUTIVE SUMMARY:** The applicant proposes to rezone six (6) parcels located north of Michigan Ave. and east of Denton Rd. to LI-R, Light Industrial Research from R-3, R-1, and RR. However, for one of these parcels (parcel 71-127-99-009-000) only the east 896 feet is proposed to be rezoned LI-R and the remaining western part of the parcel is proposed to remain as R-1.

The purpose of the rezoning application is to assemble the 6 subject parcels (except for a western portion of parcel 71-127-99-009-000) with land to the east that is already zoned LI-R to eventually construct a warehouse and distribution center for an online retailer. Warehouses and distribution centers are special land uses in the LI-R zoning district. However, the land use proposal is conceptual at this time and could change based on available development options of the Zoning Ordinance.

At its meeting on December 7, 2020, the Planning Commission adopted an amendment to the Comprehensive Plan Future Land Use Map to reclassify the 6 subject parcels from Medium-Low Density Residential (3 dwelling units per acre) to Mixed Use. The Mixed Use classification supports LI-R zoning in this area of the Township along Michigan Avenue, so the rezoning application will be supported by the Comprehensive Plan if the Future Land Use Map amendment is adopted.

**BACKGROUND AND ANALYSIS:**

**Location.** North side of Michigan Ave. and east side of Denton Road.

**Existing Zoning:** R-3, Single-Family Residential on parcel nos. 71-127-99-0020-000, 71-127-99-0019-000, 71-127-99-0018-002, and 71-127-99-0017-000; R-1, Single-Family Residential on parcel no. 71-127-99-009-000; and RR, Rural Residential on parcel no. 71-127-99-0016-000.

**Net Acres:** Approximately 48 acres

**Existing Land Use:** Single-family residence on parcel nos. 71-127-99-0020-000; vacant on parcel no. 71-127-99-0019-000, 71-127-99-0018-002, 71-127-99-0017-000, 71-127-99-0016-000, and 71-127-99-009-000.

**Surrounding Zoning and Land Uses:**

**North** – Medium-Low Density Residential (up to 3 dwelling units per acre)

**South** – Van Buren Township: General Commercial

**East** – Light Industrial

**West** – Medium-Low Density Residential (up to 3 dwelling units per acre)

**Comprehensive Plan:** Currently classified Mixed Use. Previously, the site was classified as Medium-Low Density Residential (up to 3 dwelling units per acre).

**Review Considerations:** Section 27.06(D)(4) of the Zoning Ordinance consists of several 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 applications meets the rezoning standards of review as follows:

- With the Future Land Use Map of the Comprehensive Plan recently amended to reclassify the subject site to Mixed Use, the proposed Zoning Map amendment is consistent with the Comprehensive Plan and in accordance with the basic intent and purpose of the Zoning Ordinance. The Comprehensive Plan states that Light Industrial Research use is strongly encouraged to locate in areas with visible access or directly adjacent to the freeway or primary arterial streets and in areas where the light industrial designation abuts a residential or conservation area. Additionally, areas along Michigan Avenue that are designated Mixed Use on the Future Land Use Map are encouraged to allow for the consideration of Light Industrial Research (LI-R) on the north side of Michigan Avenue.
- Conditions have changed since the Zoning Ordinance was adopted, as there has been an increased demand for LI-R-zoned land in the area. At the same time, there has not been an apparent demand for residential use on the subject site.
- The amendment will not result in exclusionary zoning, as the amendment is a result of an application by representatives of the owner and there is adjacent land zoned LI-R.
- The amendment will not set an appropriate precedent, as it is supported by the Comprehensive Plan policies and Future Land Use Map, and there is adjacent land zoned LI-R.
- The proposed rezoning is consistent with the existing land uses and trends of surrounding property, as property to the east is industrial and the Comprehensive Plan encourages Light Industrial Research use to locate in areas with visible access or directly adjacent to the freeway or primary arterial streets and in areas where the light industrial designation abuts a residential or conservation area.
- The area of the subject site is approximately 48 acres, which is large enough for all requirements of the LI-R district to be met. However, specific development requirements will be addressed at the time of site plan review and, if necessary, special land use review. The applicant intends to construct a warehouse and distribution facility, which is a special land uses in the LI-R zoning district. The LI-R district requires a 100-foot setback between a lot line abutting a residential district and an on-

site building, loading and unloading area, driveway, storage area, or off-street parking area. Therefore, the Zoning Ordinance provides additional setbacks and discretion for warehouse and distribution facility uses in the LI-R District.

- The site will be serviced by an adequate road system (Michigan Ave.), and water and sanitary sewer service is available in the area. The impact on the Township water and sanitary sewer system will be known when a development proposal is submitted, as industrial uses vary based on the nature of the use and number of employees. If upgrades to the Township water and sewer system are necessary for a future use, the applicant will be required to make the necessary upgrades at that time.

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

- **Planning Commission Recommendation:** At its meeting on December 7, 2020, the Planning Commission voted 7-0 to recommend approval of the request to rezone parcel nos. 71-127-99-0020-000, 71-127-99-0019-000, 71-127-99-0018-002, 71-127-99-0017-000, 71-127-99-0016-000, and 71-127-99-009-000 (east 896 feet only) to LI-R, Light Industrial Research from R-3, R-1, and RR.

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

**ACTION REQUESTED:** Remove consideration of the proposed amendment from the table and approve the proposed zoning amendment to Appendix A – Zoning of the Code of Ordinances, which proposes to rezone parcel nos. 71-127-99-0020-000, 71-127-99-0019-000, 71-127-99-0018-002, 71-127-99-0017-000, 71-127-99-0016-000, and 71-127-99-009-000 (east 896 feet only) to LI-R, Light Industrial Research from R-3, R-1, and RR.

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

**IMPLEMENTATION PLAN:** N/A

**MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION:**

**ENGINEERING SERVICES DIVISION'S RECOMMENDATION:** N/A

**FIRE MARSHAL'S RECOMMENDATION:** N/A

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

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

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL MOTIONS:**

1. I move to remove from the table and hold the second reading of the proposed amendment to Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance, which rezones tax parcel nos. 71-127-

99-0020-000, 71-127-99-0019-000, 71-127-99-0018-002, 71-127-99-0017-000, 71-127-99-0016-000, and 71-127-99-009-000 (east 896 feet only) to LI-R, Light Industrial Research from R-3, R-1, and RR.

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 tax parcel nos. 71-127-99-0020-000, 71-127-99-0019-000, 71-127-99-0018-002, 71-127-99-0017-000, 71-127-99-0016-000, and 71-127-99-009-000 (east 896 feet only) to LI-R, Light Industrial Research from R-3, R-1, and RR with an effective date of February 12, 2021.

**ATTACHMENTS:**

1. Draft Ordinance and Map

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** January 26, 2021

**AGENDA ITEM #C-2**

**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:** Dale Waltz 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 Dale Waltz.

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



**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: January 26, 2021**

**AGENDA ITEM #G-1**

<b><u>ITEM:</u> Consider Appointment to Merit Commission</b>
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**PRESENTER:** Anne Marie Graham-Hudak, Supervisor

**EXECUTIVE SUMMARY:**

The resignation of one of Canton’s Merit Commissioners, Richard Keenan, has created a vacancy on the Merit Commission in the position that is selected by the Township Board. A notice was posted online and through social media calling for applicants for this position. James Moon-Dupree submitted an application and Supervisor Graham-Hudak is recommending him for appointment to the Merit Commission.

Merit Commissioners are appointed for six-year terms. Mr. Moon-Dupree would be fulfilling the rest of Mr. Keenan’s term which expires on December 31, 2024.

**BACKGROUND INFORMATION:**

The Merit Commission is comprised of a three-member board that provides a means to recruit and develop policies and procedures for employee hiring and advancement, job classification, discipline, discharge, and other related activities for Canton Township’s Non- Union (MERIT) employee group. One member of the Merit Commission is selected by the employees, one member is selected by the Township Board and one member is selected by the other two members. The department responsible for communication with the Merit Commission is Human Resources.

**ACTION REQUESTED:** Approve the appointment of James Moon-Dupree to the Merit Commission.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** There are no budget implications for this appointment.

**IMPLEMENTATION PLAN:** The Supervisor’s office will notify James of his approval and put him in touch with Human Resources.

**DIRECTOR'S RECOMMENDATION:** NA

**FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION:** N/A

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move that the Canton Board of Trustees approve the appointment of James Moon-Dupree to the Merit Commission to fulfill the rest of Richard Keenan’s term, which expires on December 31, 2024.

**ATTACHMENTS:**

1. Bio James Moon-Dupree

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** January 26, 2021

**AGENDA ITEM#G-2**

**ITEM:** Appointments to the Canton Tax Board of Review

**PRESENTER:** Anne Marie Graham Hudak, Supervisor

**INDIVIDUALS IN ATTENDANCE:** None anticipated

**EXECUTIVE SUMMARY:** There are currently three vacancies on Canton's Tax Board of Review. A notice was put into the December Focus newsletter asking for Canton residents to submit applications. The Boards and Commissions interview committee selected S. Irfan Jafry, Paris Phou, and Ethan Petzold to fill the vacancies (bios attached).

The Tax Board of Review members are appointed to two-year terms. Because work for this board begins in March, the term expiration dates have been set at 3/1/23.

**BACKGROUND INFORMATION:** The Tax Board of Review is a 3-member board required by state law who hear property assessment appeals. Canton has always tried to maintain two 3-member boards plus an alternate member so we can offer more times to the residents who are making appeals. The Tax Board of Review hears appeals two times per year: March and December.

In early 2020, Canton began a new process for filling vacancies on boards and commissions. People interested in appointment or reappointment must fill out an online application and go through an interview process with three of Canton's Trustees (referred to as the Boards and Commissions interview committee). The interview committee makes selections and provides information at board meetings when appointments are on the agenda.

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

**ACTION REQUESTED:** Approve the appointments of Irfan Jafry, Paris Phou, and Ethan Petzold.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** There are funds built into the budget each year to cover the work of the Tax Board of Review members.

**IMPLEMENTATION PLAN:** Supervisor's office will let Irfan, Paris and Ethan know of their approval and set up Board of Review training for each of them.

**DIRECTOR'S RECOMMENDATION:** N/A

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

**SUPERVISOR'S RECOMMENDATION:**

Approval

**MODEL RESOLUTION:**

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

**ATTACHMENTS:**

1. Bio for Irfan Jafry
2. Bio for Paris Phou
3. Bio for Ethan Petzold

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** January 26, 2021

**AGENDA ITEM #G-3**

**ITEM: Consider Approval of an Amendment to the Final Planned Development for Tremont Place (formerly named Wellington on the Willow) and Approval of the Site Plan for Tremont Place**

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

**OWNER/REPRESENTATIVE:** David Stollman for Lotz Road SOBI LLC

**EXECUTIVE SUMMARY:** At its meeting on July 14, 2020, the Township Board of Trustees approved an Amended Planned Development for Wellington on the Willow (now named “Tremont Place”) for 268 units. The Planning Commission recommended approval of the Amended Planned Development on June 15, 2020. Previously, the original Final PDD was approved by the Township Board on October 23, 2018. At this time, the applicants propose amendments to the PD approved on July 14, 2020 that include the following: (1) reducing the side separation of Buildings 20 & 21 (from 24’-9” to 20 ft.) and Buildings 6 & 8 (from 25’-2” to 21’-6”); (2) reducing the separation between a parking lot and Building 10 (to 10’), Building 15 (to 19’-11”), and Building 16 (to 19’-6”); (3) extending the PDD expiration date to 6 years from approval of the Amended PD; and (4) increasing the number of phases from 3 to 4.

The purpose of the proposed narrower separation distances is to comply with requirements of the Fire Code, and the purpose of extending the expiration date and increasing the buildout to 4 phases is to allow the applicant time to construct the proposed project because the original 6-year approval period will expire in 2024.

A Conditional Rezoning was approved by the Township Board in November 2016 that changed the zoning of the site from LI, Light Industrial to R-6, Single-Family Attached Residential and removed the land area from the Corporate Park Overlay. The Statement of Conditions included a conceptual plan for a maximum of 282 attached residential units on the 40 acres of land included in the project, less than the maximum density permitted by the Comprehensive Plan and that allowed in the R-6 Zoning District. The offer of conditions also required approval of a Planned Development District and restricts future development by prohibiting many uses that could otherwise be considered in the R-6 District. The Final PDD was approved by the Township Board on October 23, 2018. The Amended PD approved by the Township Board on July 14, 2020 reduced the total number of units from 282 to 268, eliminated the 4-story buildings, and modified the architectural design of the buildings. Also, the Amended PD project is proposed as condominiums instead of rental apartments.

## **BACKGROUND AND ANALYSIS:**

**Location:** East side of Lotz Road and south of Ford Road.

**Existing Zoning:** R-6 (Conditional), subject to a Statement of Conditions and C-3 (wetland area on north side of drain)

**Net Acres:** 41 acres.

**Existing Land Use:** Vacant.

### **Surrounding Zoning and Land Use**

**North** – C-3, Regional Commercial (Corporate Park Overlay District); Home Depot and Emagine Theater

**South** – R-2, Single Family Residential (Corporate Park Overlay District); Frontage residential and vacant

**East** – City of Westland

**West** – MRD, Mid-Rise Development (Corporate Park); Vacant

**Comprehensive Plan:** Mixed Use, (MRD or R-6 zoning is recommended per the Lotz Road Corridor Zoning Strategies)

**Access Management.** Tremont Place traffic will enter and exit the site through a boulevard access road at Lotz Road. A secondary access from Lotz Road is proposed on the south side of the site for emergency vehicles.

**Architecture.** The architectural plans submitted show the same architecture that was approved by the Township Board on July 14, 2020 and recommended by the Planning Commission on June 15, 2020. The elevations consist of brick and siding, which is a mix of horizontal and vertical siding. The proposed percentage of brick ranges from 15% to 30%, which was a modification approved in the previous PD amendment.

**Schedule of Regulations and Modifications.** The Schedule of Modifications are stated in Exhibit C-1 of the Second Amendment of PD Agreement, which include modifications for building length, building-to-building separation distances, building-to-parking lot separation distances, perimeter property line setbacks, building height, exterior building materials, wetland buffers, and drain buffers. The applicants propose amendments to the Amended PD approved on July 14, 2020 that include the following: (1) reducing the side separation of Buildings 20 & 21 (from 24'-9" to 20 ft.) and Buildings 6 & 8 (from 25'-2" to 21'-6"); (2) reducing the separation between a parking lot and Building 10 (to 10'), Building 15 (to 19'-11"), and Building 16 (to 19'-6"); (3) extending the expiration date to 6 years after approval of the Amended PD; and (4) increasing the number of phases from 3 to 4. The original PDD is scheduled to expire in 2024.

**Natural Features.** Due to proposed grading and filling in wetland areas, the applicant must obtain approval from the Michigan Department of Environment, Great Lakes, and Energy

(EGLE), which was formerly the MDEQ. Many wetland areas and densely wooded areas will be preserved. A tree survey is included, and the landscaping plans propose replacing the 8 trees that will be removed.

**Landscaping.** The landscape plan is designed in accordance with the landscaping and tree replacement standards of the Zoning Ordinance. Required landscaping is shown along the Lotz Road frontage, in the entrance median, along the eastern boundary of the site adjacent to a single-family neighborhood in the City of Westland, around the multi-family residential buildings, around mechanical equipment, and around the detention pond. Some minor landscape revisions are necessary, which are mostly to correct minor discrepancies between the plant material list and the plan labels.

**PD Agreement, Master Deed, and Bylaws.** The PD Agreement is consistent with the Township's PD Agreement template. We recommend approval of the PD Agreement, Master Deed, and Bylaws, subject to approval by the Township Attorney.

- **Community Planner's Recommendation:** Approval of Amendment Number Two to the Tremont Place PDD (formerly named Wellington on the Willow) on parcel nos. 049-99-0001-712, 049-99-0001-713, and 049-99-0001-714 and 049-99-0001-716, as proposed, subject to the Township Attorney's approval of the PD Agreement, Master Deed, and Bylaws, and approval of the Site Plan, subject to any necessary revisions to the landscape plans in accordance with the Zoning Ordinance. The proposed revisions to the Planned Development are consistent with the Amended PD approved by the Township on July 14, 2020 as well as the Statement of Conditions and conceptual plan approved as part of the Conditional Rezoning.
- **Planning Commission's Recommendation:** At its meeting on January 4, 2021, the Planning Commission voted 9-0 to recommend approval of Amendment No. 2 to the Tremont Place PDD (formerly named Wellington on the Willow) on tax parcel nos. 049-99-0001-712, 049-99-0001-713, 049-99-0001-714, and 049-99-0001-716, as proposed, subject to the Township Attorney's approval of the PD Agreement, Master Deed, and Bylaws, and recommend approval the Site Plan for Tremont Place, which includes 268 units (townhomes and stacked flats) on 41 acres as proposed, subject to approval of Amendment No. 2 to the PDD by the Township Board and any necessary revisions to the landscape plans in accordance with the Zoning Ordinance.

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

**ACTION REQUESTED:** Approve Amendment Number Two to the Tremont Place PDD (formerly named Wellington on the Willow) on parcel nos. 049-99-0001-712, 049-99-0001-713, and 049-99-0001-714 and 049-99-0001-716, as proposed, subject to the Township Attorney's approval of the PD Agreement, Master Deed, and Bylaws, and approval of the Site Plan, subject to any necessary revisions to the landscape plans in accordance with the Zoning Ordinance.

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

**IMPLEMENTATION PLAN:** N/A.

**MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION:**

**ENGINEERING SERVICES DIVISION'S RECOMMENDATION:** Approval, subject to outside agency permitting and engineering plan review.

**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 Planned Development District Amendment No. 2 and Site Plan for Tremont Place (formerly named Wellington on the Willow)**

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

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

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

**ATTACHMENTS:**

1. Planning Commission Minutes
2. Zoning Map and Location Map
3. PDD Plan and Site Plan
4. Proposed PDD Agreement



**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: January 26, 2021**

**AGENDA ITEM G-4**

**ITEM: Consider Approval of Second Amendment to Memorandum of Understanding Regarding Prosecutorial Legal Services**

**PRESENTER:** Kristin B. Kolb, Corporation Counsel

**INDIVIDUALS IN ATTENDANCE:** None anticipated.

**EXECUTIVE SUMMARY:** On or about July 1, 2013, Canton entered into a Memorandum of Understanding Regarding Prosecutorial Legal Services with the law firm of Hemming, Polaczyk, Cronin, Witthoff, and Bennett, PC. The firm of Hemming, Polaczyk has been a long-time provider of both prosecution and general legal services to Canton Township. After the first in-house counsel was hired in 2009, their services were limited to providing prosecutorial services for Canton cases in the 35<sup>th</sup> District Court. An Amendment to Memorandum of Understanding Regarding Prosecutorial Legal Services was entered into in 2016 whereby Hemming, Polaczyk would provide limited non-prosecution services at no cost to Canton.

The former principals of the firm have retired, except for Kevin Bennett, and in recognition of these changes, the firm has changed its legal name to Bennett & Demopoulos, LLLC. A Second Amendment to the Memorandum of Understanding formalizing the change has been approved by Greg Demopoulos on behalf of the firm. A new W-9 has been provided by the firm.

**STRATEGIC PLAN/GOALS:** Align contracts with legal entities providing the service.

**ACTION REQUESTED:** Consider approval of a Second Amendment to Memorandum of Understanding Regarding Prosecutorial Legal Services to recognize the change in the name of the law firm to Bennett & Demopoulos, LLLC.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** There is no implication to the budget, as the hourly rates are not changing. Bennett and Demopoulos' invoices are paid out of the Professional and Contractual Services-Legal Budget, Account #101-266.801\_0020.

**IMPLEMENTATION PLAN:** The Second Amendment will be signed by the Supervisor and a copy sent to Bennett & Demopoulos, PLLC.

**DIRECTOR'S RECOMMENDATION:**

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

**SUPERVISOR'S RECOMMENDATION:**

**MODEL RESOLUTION:** I move to approve the Second Amendment to Memorandum of Understanding Regarding Prosecutorial Legal Services and authorize the Township Supervisor to execute the same on behalf of Canton Township.

**ATTACHMENTS:**

1. Memorandum of Understanding Regarding Prosecutorial Legal Services.
2. Proposed Second Amendment to Memorandum of Understanding Regarding Prosecutorial Legal Services.

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: January 26, 2021**

**AGENDA ITEM # G-5**

**ITEM: Renewal of Uniform Video Service Local Franchise Agreement with Comcast of the South, Inc.**

**PRESENTER:** Kristin B. Kolb, Corporation Counsel

**INDIVIDUALS IN ATTENDANCE:** None Anticipated.

**BACKGROUND:** In 2006, the Michigan Legislature adopted the Uniform Video Services Local Franchise Act (“UVSLFA”), which created a uniform franchising system for video (cable) service providers to sign franchise agreements with local units of government. Canton Township was originally provided a UVSLFA Agreement in late 2010, though a dispute over the fee Comcast was to pay for Public, Education and Government (“PEG”) access support left the Agreement incomplete until 2013. The UVSLFA provides for a ten year term of the agreement, which is set to expire on February 7, 2021.

Comcast now seeks a renewal franchise agreement under the UVSLFA. State law requires first a determination that the proposed Agreement is complete, and then a resolution from the Board declaring that the Agreement is approved. However, at the Board’s discretion, the Board may vote at this meeting to approve the Agreement. Please note that if no action is taken within 30 days of the receipt of the Agreement from Comcast, it will be deemed automatically approved under Michigan law.

The Agreement provides for a payment of a franchise fee of 5% of gross revenues, and a PEG fee of 0.75% of gross revenues. The franchise fee of 5% is the maximum permitted under the UVSLFA. The maximum PEG fee under the UVSLFA is 2%, but Comcast has indicated it will not pay this amount unless Canton conducts a needs assessment.

**STRATEGIC PLAN/GOALS:**

**ACTION REQUESTED:** Approve the adoption of a renewed Uniform Video Service Local Franchise Agreement with Comcast of the South, Inc.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:**

**IMPLEMENTATION PLAN:** The UVSLFA will be signed and sent to Comcast.

**FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION:**

**SUPERVISOR’S RECOMMENDATION:**

**MODEL RESOLUTION:**

I hereby find that the proposed Uniform Video Service Local Franchise Agreement submitted by Comcast of the South is complete, and I further authorize the Township attorney to notice Comcast of same.

-OR-

I move to approve a renewal of Uniform Video Service Local Franchise Agreement with Comcast of the South as allowed under Act 480 of 2008 for a period of ten years, with a franchise fee of 5% and a PEG fee of .75% of gross revenues, and authorize the Township Supervisor to sign the UVSLFA on behalf of Canton Township.

**Attachments:**

1. 2011 UVSLFA with Comcast, including 2013 Attachment 3
2. Proposed renewal UVSLFA with Comcast

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: January 26, 2021**

**AGENDA ITEM # G-6**

**ITEM: Renewal of Uniform Video Service Local Franchise Agreement with Wide Open West**

**PRESENTER:** Kristin B. Kolb, Corporation Counsel

**INDIVIDUALS IN ATTENDANCE:** None Anticipated.

**BACKGROUND:** In 2006, the Michigan Legislature adopted the Uniform Video Services Local Franchise Act (“UVSLFA”), which created a uniform franchising system for video (cable) service providers to sign franchise agreements with local units of government. Canton Township originally entered into a UVSLFA Agreement with Wide Open West Michigan, LLC (“WOW”), on or about July 1, 2010. The UVSLFA provides for a ten year term of the agreement, and technically expired on June 30, 2020. Canton did not receive a proposed renewal Agreement from WOW until December, 2020.

WOW now seeks to renew its franchise agreement under the UVSLFA. State law requires first a determination that the proposed Agreement is complete, and then a resolution from the Board declaring that the Agreement is approved. However, at the Board’s discretion, the Board may vote at this meeting to approve the Agreement. Please note that if no action is taken within 30 days of the receipt of the Agreement from Comcast, it will be deemed automatically approved under Michigan law.

The Agreement provides for a payment of a franchise fee of 5% of gross revenues, and a PEG fee of 2.0% of gross revenues. The franchise fee of 5% is the maximum permitted under the UVSLFA, and 2% is the maximum PEG fee permitted under state law.

**STRATEGIC PLAN/GOALS:**

**ACTION REQUESTED:** Approve the adoption of a renewed Uniform Video Service Local Franchise Agreement with Wide Open West Michigan, LLC.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:**

**IMPLEMENTATION PLAN:** The UVSLFA will be signed and sent to WOW.

**FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION:**

**SUPERVISOR’S RECOMMENDATION:**

**MODEL RESOLUTION:**

I hereby find that the proposed Uniform Video Service Local Franchise Agreement submitted by Wide Open West Michigan, LLC, is complete, and I further authorize the Township attorney to notice WOW of same.

-OR-

I move to approve a renewal of Uniform Video Service Local Franchise Agreement with Wide Open West, Michigan as allowed under Act 480 of 2008 for a period of ten years, with a franchise fee of 5% and a PEG fee of 2.0% of gross revenues, and authorize the Township Supervisor to sign the UVSLFA on behalf of Canton Township.

**Attachments:**

1. 2010 UVSLFA with WOW
2. Proposed renewal UVSLFA with WOW

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** January 26, 2021

**AGENDA ITEM #G-7**

**ITEM: Request Approval of 2021 Blanket Purchase Orders**

**PRESENTER:** Wendy Trumbull, Finance Director

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:** Blanket Purchase Orders allow for recurring purchases of a specific service or commodity when the quantity of items or frequency of service cannot be fully determined. Attached is the list of 2021 Blanket Purchase Orders for those that either exceed \$30,000 or are expected to have a single purchase in excess of \$1,000.

**BACKGROUND:** Per Canton's Purchasing Policy F:10, Blanket Purchase Orders will not be issued in excess of \$30,000, nor will a single purchase in excess of \$1,000 be approved without the Boards approval.

**STRATEGIC PLAN/GOALS:** Identify cost efficiencies

**ACTION REQUESTED:** Approve the Blanket Purchase Orders.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The list of Blanket Purchase Orders is attached.

**IMPLEMENTATION PLAN:** The Blanket Purchase Orders will be entered.

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

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:** I move to approve the 2021 Purchase Orders as attached.

**ATTACHMENT:** List of 2021 Blanket Purchase orders.

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: January 26, 2021**

**AGENDA ITEM #G-8**

**ITEM: Consider approval of Actuarial Valuation of the Charter Township of  
Canton Retiree Health Care Plan**

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

**INDIVIDUALS IN ATTENDANCE:** N/A

**EXECUTIVE SUMMARY:** To comply with the reporting requirements of the Governmental Accounting Standards Board (GASB) Statements No. 74 & 75, all Municipalities are required to have prepared an Actuarial Valuation of the Retiree Health Care benefits. We are required to update the Actuarial Valuation every two years, with the last one dated December 31, 2018. This report will provide us with required information that is necessary to be disclosed in the 2020 and 2021 Financial Audits.

We are recommending that the Board approve the Director of Finance & Budget to enter into a contract with CBIZ for the December 31, 2020 Actuarial Valuation for Retiree Health Care benefits. CBIZ has prepared this valuation for us for the last three required valuations. They have reduced their fee from our previous valuation by \$750. Therefore, the total cost of the valuation for the year ended December 31, 2020 and the interim disclosure required in 2021 amounts to \$19,500, of which \$3,500 will be incurred in 2022.

**BACKGROUND INFORMATION:**

While the Township has set aside some money to cover this legacy cost, the valuation will determine to what degree our assets cover the liability. The report will also define our annual required contribution for GASB purposes. However, under current State law, there are no requirements to pre-fund the annual required contribution as calculated under GASB rules.

CBIZ is proposing a fee of \$13,500 for this valuation, with a potential for an additional \$2,500 to provide long term planning information. The additional fee will provide useful information regarding the expected future retiree benefit payouts, provide a projected funding study assuming an additional \$1,000,000 annual contribution to the trust fund, and additionally provide 3 scenarios regarding health care rate trends. Furthermore, there is a fee of \$3,500 being assessed for additional the December 31, 2021 interim-year disclosure required disclosure under GASB N. 75, which will be incurred during 2022. The total cost for both years will not exceed \$19,500.

**STRATEGIC PLAN/GOALS:** Improve financial reporting to the Board.



**ACTION REQUESTED:** Approve the proposal of CBIZ to provide the required Actuarial Valuation for the Charter Township of Canton for the Retiree Health Care Plan and to authorize the Finance Director to sign the Acceptance of Letter of Engagement.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The valuation was budgeted within the Post-Employment Benefits (account 736-238.801\_0050).

**IMPLEMENTATION PLAN:** Finance & Budget will inform CBIZ of the acceptance of their proposal and will be responsible for providing required information to CBIZ to complete the Actuarial Report.

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

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:** I hereby move to approve the proposal from CBIZ Retirement Plan Services to provide the 2020 Actuarial Valuation of the Retiree Health Care benefits and the 2021 Interim Disclosure for a not-to-exceed fee of \$19,500 and to authorize the Finance Director to sign the Acceptance of Letter of Engagement.

**ATTACHMENTS:**

1. CBIZ – Services Agreement
2. Terms of Agreement
3. Addendum A – Employee Benefits Consulting Scope of Services
4. Addendum B – Fees for Services

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** January 26, 2021

**AGENDA ITEM #G-9**

**ITEM: Consider Re-Appointment to the Commission for Culture, Arts & Heritage**

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

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:**

The Board of Trustee Interview committee is recommending the re-appointment of Samar Sakakini and Elena Semenov whose current terms expired on 12-31-20 to the Commission of Culture, Arts & Heritage.

Samar is the current president of the commission and has been an active member of this commission since 2014. She is a very strong advocate of the arts in our community as a previous member of the Partnership for the Arts as well as volunteering for events at the Village Theater, Liberty Fest and many other special events throughout the Township.

Elena has been an active member since 2018 and represents the art of dance for the cultural commission. Elena has had years of experience servicing the dance community as an instructor, producer and choreographer. Both re-appointments will be for a three-year term through 12-31-23.

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

**STRATEGIC PLAN/GOALS:** Demographically Oriented Community

**ACTION REQUESTED:** Re-appoint Samar Sakakini and Elena Semenov to the Commission for Culture, Arts & Heritage.

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

**IMPLEMENTATION PLAN:** CLS will notify the candidate of their appointment.

**DIRECTOR'S RECOMMENDATION:** Approval

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

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:** I move that the Board of Trustees of the Charter Township of Canton approve the re-appointment of Samar Sakakini and Elena Semenov to the Commission for Culture, Arts & Heritage for a three-year term to expire December 31, 2023.

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: January 26, 2021**

**AGENDA ITEM #G-10**

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

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

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:**

In 2021, four fundraising events are planned to be held in conjunction with Canton Leisure Services at various township facilities that will require application to the Michigan Liquor Control Commission for special liquor licenses:

- 29<sup>th</sup> Annual Liberty Fest: June 17-19, 2021
- 7<sup>th</sup> Annual Rally on Ridge: July 24, 2021
- 11<sup>th</sup> Annual Brew, Brats & Bands at the Barn: September 11, 2021
- Thursday Night Live concerts: July 8 - August 19, 2021

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 fundraisers.

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

**BACKGROUND:**

- Canton's 29<sup>th</sup> Annual Liberty Fest will take place June 17-19, 2021 in Heritage Park. In a partnership with Canton Leisure Services, the Canton Rotary Club will once again be making the application to the Michigan Liquor Control Commission for a special license. Canton Rotary will secure the appropriate permits and will keep the proceeds from the actual alcohol sales over the course of the three days.
- Canton Leisure Services will host the 7<sup>th</sup> Annual Rally on Ridge event on July 24, 2021 from 5:30 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 apply for the one-day special liquor license for this event.
- The Canton Historical Society is hosting the 11th Annual "Brew, Brats & Bands at the Barn," a fundraiser to be held at the Cady-Boyer Barn in Preservation Park on Saturday, September 11, 2021 from 6-9 p.m. The event will feature a concert with beer and food being sold for the purpose of raising funds to benefit the Canton Historical Society. Canton Leisure Services will apply for the one-day special liquor license for this event.
- 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. (July 8,15,22,29, August 5-19)

**STRATEGIC PLAN/GOALS:** Attractive 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:** \$150 application fees for the 7-24-21 Rally on Ridge event are available in Account #101-756-59.762 – Recreation/Special Events/Program Activity Supplies. \$100 application fees for the 9-11-21 event at the Cady-Boyer Barn are available in Account #101-803.955 – Historic District Commission/Miscellaneous. The Canton Rotary Club will be seeking the liquor licenses for the Liberty Fest event and will be responsible for those application fees. Maraschino’s Bar & Restaurant will be seeking liquor licenses for the Thursday Night Live concerts and will be responsible for those application fees.

**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 the sale and consumption of alcohol at the 29th Annual Liberty Festival on June 17-19, 2021, and furthermore; I move that the following resolution be adopted:

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

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

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

I further move to authorize the sale and consumption of alcohol at The Canton Historical Society’s “Brew, Brats & Bands at the Barn” fundraiser on Saturday, September 11, 2021; and furthermore; I move that the following resolution be adopted:

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

I further move to authorize the sale and consumption of alcohol at the Thursday Night Live concerts being held on July 8, July 15, July 22, July 29, August 5, August 12, and August 19, 2021; and furthermore; 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 the following dates during the Thursday Night Live concerts at Heritage Park located at 1010 Canton Center Rd, Canton, Michigan, County of Wayne.

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

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** January 26, 2021

**AGENDA ITEM #G-11**

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

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

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:**

Wayne County has agreed to fund the enhancements at Heritage Park through the Wayne County Parks Millage in the amount of \$137,372 for the 2020-21 fiscal year. An Intergovernmental Agreement (IGA) between Wayne County and Canton has been drafted for approval by both governing authorities. See Attachment A.

**BACKGROUND:**

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

Canton submitted for enhancements to Heritage Park in the amount of \$137,372. This will include various shade structures and hydro stations to the splash playground at Heritage Park. Wayne County has agreed to fund improvements as follows:

I.D.	ITEM	LOCATION	ROUGH COST ESTIMATE
1.	Site engineering and design specifications	Splash Playground	\$15,000
2.	Hydro stations and benches	Splash Playground	\$25,000
3.	Large shade sail over picnic area	Splash Playground	\$50,000
4.	Smaller shade sails at perimeter of splash pad	Splash Playground	\$45,000

Note: Total project costs not to exceed \$137,372

**ACTION REQUESTED:** Authorize the Supervisor to sign agreement.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The 2021 budget will be adjusted to record the county contribution and offsetting expenses.

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

**DIRECTOR'S RECOMMENDATION:** Approval

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

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:** I move to authorize the Supervisor to sign the Intergovernmental Agreement between Wayne County and Canton Township for the Enhancements to Heritage Park and to authorize the Finance Department to make necessary budget adjustments to the 2021 Budget to record the Wayne County contribution and the related expenditures.

**ATTACHMENTS:**

Attachment A – Intergovernmental Agreement

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: January 26, 2021**

**AGENDA ITEM#G-12**

<p><b><u>ITEM:</u> Consider Authorization of 2021 FY Specialized Services Operating Assistance Program Agreement with SMART</b></p>
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**PRESENTER:** Greg Hohenberger, Leisure Services Director

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:**

The Township submitted its annual Specialized Services application with SMART to provide funding for the Canton Mobility Transportation program. SMART has notified the Township that it is eligible for \$35,559 under the program from October 1, 2020 through September 30, 2021.

Canton Leisure Services is requesting Board authorization for the Specialized Services Operating Assistance Program Agreement with SMART.

**BACKGROUND:**

Canton Township applied for and was awarded a Specialized Services Operating Assistance Program grant from the Suburban Mobility Authority for Regional Transportation (SMART). The grant will be utilized for the Canton Mobility Transportation Services program, which provides transportation for seniors and disabled individuals.

- The grant is for \$35,559, which is the same allocation Canton secured last year.
- The grant contract covers the period of October 1, 2020 through September 30, 2021.
- These funds are in addition to the \$88,692 Municipal Credit grant, which the Township was awarded for FY 2020. In addition, fare box revenue collected from program riders in FY 2020 was \$42,717.
- The total annual contract with Nankin Transit Commission to provide transportation services is not to exceed \$423,348.
- The two grants and fare box revenue offset the Nankin Transit Commission contract amount. The balance of the contract amount is covered through the Township's General Fund and budgeted in Social Services – Transportation.

**STRATEGIC PLAN/GOALS:** Meet Diverse Expectations of the Community

**ACTION REQUESTED:** Authorize the FY 2021 Specialized Services Operating Assistance Program Agreement with SMART.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:**

Grant funds will be reimbursed to the Township. Transportation funds are expended from Social Services-Transportation Account #101-670.860.



**IMPLEMENTATION PLAN:**

Leisure Services will process the grant which is in effect from October 1, 2020 through September 30, 2021. Grant funds will be utilized for the Township's Transportation Contract with the Nankin Transit Commission.

**DIRECTOR'S RECOMMENDATION:** Approval

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

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to approve the FY 2021 Specialized Services Operating Assistance Agreement between SMART and the Charter Township of Canton for \$35,559 and to authorize the Township Supervisor to sign the contract on behalf of the Township.

**ATTACHMENTS:**

Attachment A: Specialized Services Operating Assistance Agreement

Attachment B: 2022 Budget Transportation Line Item