

Charter Township of Canton Board Proceedings-August 20, 2013

A regular study meeting of the Board of Trustees of the Charter Township of Canton held Tuesday, August 20, 2013 at 1150 Canton Center S., Canton, Michigan. Supervisor LaJoy called the meeting to order at 7:00 p.m. and led the pledge of allegiance. **Roll Call** Members Present: Bennett, LaJoy, McLaughlin, Sneiderman, Williams, Yack Members Absent: Anthony Staff Present: Director Faas, Jeff Goulet, Kristin Kolb, Bill Serchak, Bob Belair **Adoption of Agenda** Motion by Bennett, seconded by Williams to approve the agenda as presented. Motion carried by all members present. **STUDY SESSION TOPIC Item 1. SPECIAL ASSESSMENT DISTRICT (SAD) POLICY REVISIONS.** The Board adopted a formal policy in 2008 outlining the administrative steps involved in handling special assessment districts. Over the past few years, staff has identified a number of changes needed to the policy to reflect the current practice. In addition, staff is recommending a few new steps be added for which they would request Board input on before finalizing the policy revisions. **Local Road in Canton: Repair, Maintenance and Reconstruction.** Subdivision Roads: Wayne County provides basic maintenance only using P.A. 51 Funds (gas tax funds). No funding from Wayne County for major repairs or reconstruction of local roads. Private Roads: all maintenance, repairs and reconstruction by condominium or owners of private road. **Roads in Canton: Major Repairs or Reconstruction – Options.** Self-Funded HOA assesses homeowners and establishes funds for maintenance and repairs. **Special Assessment District (SAD)** through petition to the local government. For an SAD bonds are typically sold by Township, and paid back by Assessments to property owners. Current Township Policy has been revised. This policy is targeted at SAD petitions for road repairs and replacement. **SAD POLICY CHANGES** Often bonds are sold by the township to fund an SAD. The new policy reduces the total project amount required for bonding purposes to \$500,000 from \$1,000,000. Typically, SAD projects are financed over a 10-year period. However, if individual property assessments are estimated to be greater than \$10,000 per property, the Township may extend the payback period to 15 years (for road projects). The proposed policy require that the group requesting a petition for a road repair project submit a \$2,500 deposit to retain an outside pavement/road engineer to develop an engineer's estimate prior to circulation of the petition. The old policy a preliminary petition with 30% signatures prior to arranging for a presentation to the HOA. This has been eliminated. The proposed policy requires collection of the required number of signatures within 6 months of receiving the petition forms from the Township. The Assessor's staff is included in the procedure. Several of the required Township Board actions have been consolidated. The Bond Counsel and the Financial Advisor are included in the process. The policy has been revised with assistance of counsel to reflect the P.A. 188 requirements and the process we have developed in 2012-2013 with the two pending SAD projects. **NEXT STEPS** Incorporate Board input. Review of Final Policy by Bond Counsel. Board approval in September. Update of handouts, presentations and marketing materials for residents. **Item 2. LANDSCAPING BUFFER REQUIREMENTS ALONG MAJOR ROADS** The Planning Commission and Board adopted amendments to the subdivision ordinance many years ago. Recently one of the Trustees requested that staff re-evaluate these requirements. Staff presented some comparisons of codes and some examples of existing developments with photographs to help guide the discussion. **Item 3. CITYWORKS CITIZEN SERVICE REQUEST SYSTEM DEMO.** Last year the Board approved a project that involved: 1. Integration of the service requests generated in the Water & Sewer Billing office with those processed in Cityworks and 2. The development of an on-line customer-friendly public portal for entry of service requests by business owners and residents. Both components are complete and staff demonstrated the Citizens Service Request System to the Board before public launch of the application. This system offers a tool to residents and business owners to assist staff in doing their job. **Public Comment** George Miller, 1946 Briarfield had several questions regarding power/cable lines, road repairs, Homeowners Associations and the cleaning of ditches within Canton. **Other** The next Board meeting is scheduled Tuesday, August 27, 2013 at 7:00 p.m. in the administration building, first floor, Board room, 1150 Canton Center S., Canton, Michigan. **Adjourn** Motion by Bennett, supported by Yack at 8:30 p.m. to adjourn. Motion carried by all members present. – Philip LaJoy, Supervisor – Terry G. Bennett, Clerk –

Copies of the complete text of the Board Minutes are available at the Clerk's office of the Charter Township of Canton, 1150 S. Canton Center Rd, Canton, MI 48188, during regular business hours and can also be accessed through our web site www.canton-mi.org after Board Approval. Publish 8/29/13