



**CITY OF ROMULUS – CITY COUNCIL
REGULAR MEETING AGENDA
May 2, 2022
7:30 PM**

Members of the public can view the Regular City Council Meetings live via the Romulus Public Access Channel 12 and YouTube at www.youtube.com/cityofromulus. Public comments can also be emailed to publiccomment@romulusgov.com

Pledge of Allegiance

Roll Call

1. Agenda

- A. Approval of Agenda

2. Minutes

- A. Approval of Minutes from the Regular Meeting held on Monday, April 25, 2022, at 7:30 p.m.
- B. Approval of Minutes from the Special Meeting - Study Sessions held on Monday, April 25, 2022, at 6:00 p.m. to discuss the Romulus Public Participation Plan as part of the Redevelopment Ready Process; and at 6:30 p.m. to discuss the new legislative maps and its impact to voters.

3. Petitioner

4. Chairperson's Report, John Barden, Mayor Pro-Tem

- A. Approval of the Chairperson's Report

5. Mayor's Report – Robert A. McCraight, Mayor

- A. MIHAF: Michigan Homeowner Assistance Fund

6. Clerk's Report – Ellen L. Craig-Bragg, Clerk

- A. TA-2022-001; Zoning Ordinance Text Amendment Multiple Family Housing
- B. Request to change the purpose of May 9, 2022 Study Session - Approved on 4/11/2022.
- C. Study Session Request for May 23, 2022, at 6:45 p.m.
- D. Second Reading & Final Adoption of Budget Amendment 21/22-12

7. Treasurer's Report – Stacy Paige, Treasurer

8. Public Comment - Citizens are to limit their comments to three (3) minutes. All citizens wishing to speak will be heard.

9. Unfinished Business

10. New Business

11. Communication

12. Adjournment



RULES REGARDING THE PUBLIC ADDRESSING A CITY MEETING

Any member of the public shall have the right to address the City Council, Board or Commission on any item on the agenda under the following conditions:

1. Individuals requesting to address City Council, a Board or Commission on an agenda item or under public comment must fill out a “*Request to Address*” card provided – listing name, address, phone number and agenda item on which comments are desired to be made and present it to the Clerk or recording secretary.
2. When the agenda item is reached, the clerk or recording secretary shall call upon the person or persons who filed the request to speak. A member of the public shall not be permitted to enter into debate with a petitioner.
3. Individuals that would like to address City Council under the public comment portion of the agenda, must raise their hand and when recognized by the chair, the person shall approach the microphone and state their name and address.
4. Remarks shall be limited to three (3) minutes, subject to being extended an additional three (3) minutes by consent of the chair. There shall be no personal attacks. Remarks shall not contain any profanity, racial, ethnic, religious, sexual or national origin slurs or overtones. Anyone making such remarks shall lose his/her right to address the City Council, Board or Commission.
5. No person shall be permitted to address the group on any item more than once at any one meeting without the approval of a majority of the quorum present.
6. All of the foregoing does not apply to a person previously granted a hearing at the meeting in question.
7. This rule does not permit members of the public to join in debate or discussion with petitioners, members of the body or with other members of the public present at such meeting.
8. Once a motion is on the floor, discussion from the public shall no longer be permitted on that agenda item.
9. The public may make a request to the Chairperson of the Council on a form provided by the Clerk, to be added to the agenda of a future Council meeting to address a subject that Council would have authority to address. If the Chairperson denies the request, the request may be made to the entire Council under the Public Comment section of the Council’s agenda. If the request is granted by a majority of the Council, it will be added as an agenda item at the next regular meeting of the Council.

The meeting will be held in the City Council Chambers, Romulus City Hall, 11111 South Wayne Road, Romulus, MI 48174. NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA), is asked to contact the Clerk’s Office (734-942-7540) 48 hours prior to the meeting – the staff will be pleased to make the necessary arrangements.



City of Romulus

Agenda

Council Meeting Held: **May 2, 2022**

Item No. A.

General Description: Approval of Agenda

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Minutes

Council Meeting Held: **May 2, 2022**

Item No. A.

General Description: Approval of Minutes from the Regular Meeting held on Monday, April 25, 2022, at 7:30 p.m.

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



MINUTES OF THE REGULAR ROMULUS CITY COUNCIL MEETING

April 25, 2022

Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174

The meeting was called to order at 7:30 p.m. by Mayor Pro-Tem John Barden

Pledge of Allegiance

Roll Call

Present: John Barden, Celeste Roscoe, Tina Talley, William Wadsworth, Eva Webb, Virginia Williams
Absent / Excused: Kathy Abdo

Administrative Officials in Attendance:

Robert McCraight, Mayor
Ellen L. Craig-Bragg, Clerk
Stacy Paige, Treasurer

Administrative Staff in Attendance:

D'Sjonaun Hockenhull - Deputy Clerk; Julie Wojtylko - Chief of Staff; Stephen Hitchcock - City Attorney;
Roberto Scappaticci - DPW Director; Merrie Druyor - TIFA/DDA Director; Collen Dumas - Recreation
Director; Derran Shelby - Deputy Police Chief; Mike Laskaska - Director of Communications & Community
Service; Roger Kadau - Co-Director of Cable

1. Agenda

- A.** Moved by **Tina Talley**, seconded by **Eva Webb** to accept the agenda as presented.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

2. Minutes

- A. Res. #22-094** Moved by **William Wadsworth**, seconded by **Tina Talley** to approve the Minutes from the Regular Meeting held on Monday, April 11, 2022, at 7:30 p.m.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- B. Res. #22-095** Moved by **William Wadsworth**, seconded by **Celeste Roscoe** to approve the Minutes from the Special Meeting - Study Session held on Monday, April 11, 2022, at 6:00 p.m. for the City of Romulus 2022/23 FY Preliminary Budget presentation.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

3. Petitioner - NONE

4. Chairperson's Report, John Barden, Mayor Pro-Tem

By the consent of Chairman Barden, Jan Lemmons addressed the residents regarding enforcement of the Cemetery Rules & Regulations and removal of prohibited items in the Romulus Cemetery.

Chairman Barden announced upcoming City events.

- A. Moved by **Celeste Roscoe**, seconded by **Tina Talley** to accept the Chairperson's Report.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

5. **Mayor's Report – Robert A. McCraight, Mayor**

- A. **Res. #22-096** Moved by **Eva Webb**, seconded by **Tina Talley** to concur with the Administration and adopt the resolution authorizing the Mayor and Clerk to enter into the Inter-Governmental Agreement with Wayne County for the 2021 Justice Assistant Grant funding program award to the City of Romulus and accept monies from Wayne in the amount of \$14,494.32.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- B. **Res. #22-097** Moved by **William Wadsworth**, seconded by **Celeste Roscoe** to concur with the Administration and authorize a no-fee permit for James Young, resident little league coach, to use the St. John's Baseball/Softball Fields on Mondays, Wednesdays, and Thursdays through June 13, 2022, from 6:00 p.m. to 7:30 p.m.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- C. **Res. #22-098** Moved by **Celeste Roscoe**, seconded by **William Wadsworth** to concur with the Administration and authorize a no-fee permit for all Pumpkin Festival and Parade of Lights activities during the Pumpkin Festival weekend of September 16-September 18, 2022.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

Res. #22-099 Moved by **Celeste Roscoe**, seconded by **Tina Talley** to concur with the Administration and authorize the closure of Goddard Road beginning at Grover Street, ending at 5 Points beginning at 8:00 p.m. on Friday, September 16, 2022, re-opening at 10:00 p.m. Friday, September 16, 2022, for the Rotary Parade of Lights.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

Res. #22-100 Moved by **William Wadsworth**, seconded by **Tina Talley** to concur with the Administration and authorize the closure of Goddard Road beginning at Moore Street ending at the railroad tracks beginning at 9:00 a.m. on Saturday, September 17, 2022, re-opening at 7:00 p.m. Saturday, September 17, 2022, for the Pumpkin Festival Car Show.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

Res. #22-101 Moved by **Eva Webb**, seconded by **Tina Talley** to concur with the Administration and authorize the closure of Hunt Street between Goddard Road and Bibbins Street beginning at 12:00 p.m. on Friday, September 16, 2022, and ending on Sunday, September 18, 2022, at 8:00 p.m. This closure will be for the food vendors and the Unity Celebration.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

Res. #22-102 Moved by **Celeste Roscoe**, seconded by **William Wadsworth** to concur with the Administration and authorize the closure of Goddard Road between Shook and Romaine Streets beginning at 8:00 a.m. on Saturday, September 17, 2022 and ending at 6:00 p.m. This closure will be for the Vendor Show and the Family Fun Zone.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- D. Res. #22-103** Moved by **Eva Webb**, seconded by **Tina Talley** to concur with the Administration and authorize no-fee permits for use of the Historical Park and pavilion along with the closure of Hunt Street Between Goddard and Bibbins Street beginning at 8:00 a.m. on Saturday, July 23, 2022, and ending at 11:00 p.m. that evening for the inaugural Rumble in Romulus in Romulus "Bike Night" event.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- E. Res. #22-104** Moved by **Tina Talley**, seconded by **Celeste Roscoe** to concur with the Administration and approve the appointment of Suzy Francoeur to the Tax Increment Finance Authority (TIFA) Board with terms to expire on November 30, 2023.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- F. Res. #22-105** Moved by **Tina Talley**, seconded by **Celeste Roscoe** to concur with the Administration and authorize the DPW to dispose of the listed vehicles through Martin Towing, with a disposal fee of \$50.00 per vehicle with all other proceeds deposited into the appropriate City fund.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- G. Res. #22-106** Moved by **Celeste Roscoe**, seconded by **William Wadsworth** to concur with the Administration and authorize the Mayor and Clerk to enter into the construction inspection MDOT tri-party agreement with ROWE Engineering for Beverly Road Phase III (Merriman Road East 1500 Feet) project. The agreement proposal outlines a construction service plan with a cost of \$198,001.03 with 80% of the cost to be paid by the State of Michigan.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- H. Res. #22-107** Moved by **Tina Talley**, seconded by **Celeste Roscoe** to concur with the Administration and authorize the Mayor and Clerk to enter into a professional engineering services agreement with OHM to conduct construction services related to the Homefield Water Main Project in the amount of \$55,500.00.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- I. Res. #22-108** Moved by **Tina Talley**, seconded by **Eva Webb** to concur with the Administration and award ITB 21/22-15 to the lowest, most responsive, responsible bidder, Bidigare Contractors, Inc. for the replacement of the existing water main on Homefield Street for the City of Romulus, Department of Public Works in the amount of \$386,027.00 with a 10% contingency, in the amount of \$38,602.70 to cover the costs of any unforeseen construction-related charges.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- J. Res. #22-109** Moved by **William Wadsworth**, seconded by **Tina Talley** to concur with the Administration and introduce budget amendment 21/22-12 to fund unforeseen expenditures in fuel and repair accounts.

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT</u> <u>NAME</u>	<u>CURRENT</u> <u>FUND</u> <u>BALANCE</u>	<u>AMENDMENT</u>	<u>AMENDED</u> <u>BUDGET</u>
661 Motor Vehicle				
Fund Balance 661-000-395.000	Retained Earnings	\$1,543,496.00	(\$100,000)	\$1,443,496.00
Expenses 661-258-870.000 661-258-933.100	Gas & Oil Equip. Maint. Outsource	\$215,00.00 \$85,000.00	\$90,000.00 \$10,000.00	\$305,000.00 \$95,000.00 \$400,000.00

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- K. Res. #22-110** Moved by **Tina Talley**, seconded by **William Wadsworth** to concur with the Administration and authorize the Mayor and Clerk to enter into the Lease Agreement with Wayne Metropolitan Action Agency, for the lease of 10,000 sq. ft. of space located at 11131 S. Wayne Road, on the western portion of the former 34th District Court building from May 1, 2022, through April 30, 2023.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb

Nays - Williams

Motion Carried

6. Clerk's Report – Ellen L. Craig-Bragg, Clerk

- A. Res. #22-111** Moved by **Celeste Roscoe**, seconded by **Tina Talley** to approve the Second Reading & Final Adoption of Budget Amendment 21/22-11 in the amount of \$219,035.00 to close out Beverly Road Special Assessment District fund debts.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams
Nays - None

Motion Carried Unanimously

7. Treasurer's Report – Stacy Paige, Treasurer

8. Public Comment

A member of the public addressed City Council and the Administration.

9. Unfinished Business

Councilperson Wadsworth made an inquiry to the Administration about the status of the detailed copy of the 34th District Court budget.

The Mayor addressed the inquiry made under public comment.

10. New Business

11. Warrant

- A. Res. #22-112** Moved by **Celeste Roscoe**, seconded by **Tina Talley** to approve the Approval of Warrant #:22-8 for checks presented in the amount of \$1,442,943.34.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams
Nays - None

Motion Carried Unanimously

12. Communication

Councilperson Talley reminded residents of the submission deadline for the "Why I Love the City of Romulus" Contest. She also announced the National Day of Prayer on May 5th at City Hall. Councilperson Roscoe announced the Bowling Fun Day sponsored by the Rotary Club & Library Club on April 30th at 8:30 p.m. at Romulus Lanes. Councilperson Williams made a correction to the statements she made on March 38th under Communications and thanked local businesses for their services for her anniversary celebration. Councilperson Webb announced the Hometown Hero Awards at the Romulus High School Auditorium on May 26th.

13. Adjournment

Moved by **William Wadsworth**, seconded by **Tina Talley** to adjourn the meeting at 8:51 p.m.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams
Nays - None

Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan do hereby certify the foregoing to be a true copy of the minutes of the regular meeting of the Romulus City Council held on April 25, 2022.



Ellen L. Craig-Bragg, City Clerk
City of Romulus, Michigan



City of Romulus

Minutes

Council Meeting Held: **May 2, 2022**

Item No. B.

General Description: Approval of Minutes from the Special Meeting - Study Sessions held on Monday, April 25, 2022, at 6:00 p.m. to discuss the Romulus Public Participation Plan as part of the Redevelopment Ready Process; and at 6:30 p.m. to discuss the new legislative maps and its impact to voters.

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



MINUTES OF THE ROMULUS CITY COUNCIL SPECIAL MEETING – STUDY SESSION
April 25, 2022

Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174

The meeting was called to order at 6:00 p.m. by Mayor Pro-Tem John Barden

1. Roll Call

Present: John Barden, Celeste Roscoe (joined at 6:08 p.m.), Tina Talley, William Wadsworth, Eva Webb (joined at 6:08 p.m.), Virginia Williams

Absent / Excused: Kathy Abdo

Administrative Officials in Attendance:

Robert McCraight, Mayor

Ellen L. Craig-Bragg, Clerk

Stacy Paige, Treasurer

Administrative Staff in Attendance:

D'Sjonaun Hockenhull - Deputy Clerk; Julie Wojtylko - Chief of Staff; Stephen Hitchcock - City Attorney; Merrie Druyor - TIFA/DDA Director; Carol Maise - City Planner

2. Moved by Tina Talley, seconded by William Wadsworth to accept the Study Session Agenda as presented.

Roll Call Vote: Ayes - John Barden, Tina Talley, William Wadsworth, Virginia Williams

Nays - None

Motion Carried Unanimously.

3. Discussion: Romulus Public Participation Plan - Redevelopment Ready Process

For the record, Councilpersons Roscoe and Webb joined the meeting at 6:08 p.m.

Merrie Druyor, TIFA/DDA Director & Economic Development Coordinator, presented a PowerPoint on an overview of the Romulus Redevelopment Process and its benefits. She discussed what a public participation plan is and the best practices for meeting its criteria. Finally, the plan's contents were introduced. A final proposal will be submitted to the Council for its adoption at a later date.

4. Public Comment - NONE

5. The Council verbally agreed to enter into the 6:30 p.m. Study Session discussion.

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan do hereby certify the foregoing to be a true copy of the minutes of the regular meeting of the Romulus City Council held on April 25, 2022.

A handwritten signature in black ink, reading "Ellen L. Craig-Bragg".

Ellen L. Craig-Bragg, City Clerk
City of Romulus, Michigan



MINUTES OF THE ROMULUS CITY COUNCIL SPECIAL MEETING – STUDY SESSION
April 25, 2022

Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174

The meeting was continued from the 6:00 p.m. Study Session.

1. **Roll Call** – Roll Call was taken at the previous 6 p.m. Study Session & a quorum was still present.

Present: John Barden, Celeste Roscoe, Tina Talley, William Wadsworth, Eva Webb, Virginia Williams

Absent / Excused: Kathy Abdo

Administrative Officials in Attendance:

Robert McCraight, Mayor

Ellen L. Craig-Bragg, Clerk

Stacy Paige, Treasurer

Administrative Staff in Attendance:

D'Sjonaun Hockenhull - Deputy Clerk; Julie Wojtylko - Chief of Staff; Stephen Hitchcock - City Attorney;

Merrie Druyor - TIFA/DDA Director

2. The Council verbally agreed to enter into the 6:30 p.m. Study Session discussion.

3. **Discussion: New Legislative Districts/Maps and its impact to voters**

Clerk Bragg presented a PowerPoint to overview the new legislative districts due to redistricting. She reviewed the separation of the Michigan House of Representative districts and precincts within the districts. She discussed the challenges that the new legislative maps present to voters and the City as a whole. Clerk Bragg reviewed the new precinct boundary alteration. The Deputy Clerk presented voter turnout data to justify the alterations and project turnout percentages for Precinct 8 & 9. Finally, Clerk Bragg discussed the steps the Clerk's Office will take to keep the residents informed of the changes. The Council made various inquiries to Clerk Bragg regarding the redistricting process and precinct boundary alterations.

4. **Public Comment** - A resident addressed City Council regarding precinct changes

5. Moved by **William Wadsworth**, seconded by **Virginia Williams** to adjourn the special meetings at 7:08 p.m.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan do hereby certify the foregoing to be a true copy of the minutes of the regular meeting of the Romulus City Council held on April 25, 2022.

A handwritten signature in black ink, reading "Ellen L. Craig-Bragg".

Ellen L. Craig-Bragg, City Clerk
City of Romulus, Michigan



City of Romulus

Petitioner

Council Meeting Held:

May 2, 2022

Item No. 3

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Chairperson's Report, John Barden, Mayor Pro-Tem

Council Meeting Held: **May 2, 2022**

Item No. A.

General Description: Approval of the Chairperson's Report

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: May 2, 2022

Item No. A.

General Description: MIHAF: Michigan Homeowner Assistance Fund

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: MIHAF: Michigan Homeowner Assistance Fund
DATE: April 27, 2022

I concur with the recommendation of Maria Farris, Finance Director, and legal counsel, and respectfully request City Council adopt a resolution authorizing the Mayor and Clerk to enter into the attached Michigan Homeowner Assistance Fund Michigan State Housing Development Authority Provider Participation Agreement to become one of the communities within Wayne County that have opted to participate with this program.

Motion by _____, supported by _____, to concur with the administration and authorize the Mayor and Clerk to enter into the attached Michigan Homeowner Assistance Fund Michigan State Housing Development Authority Provider Participation Agreement to become one of the communities within Wayne County.



MEMORANDUM

DATE: April 26, 2022

TO: Mayor Robert A. McCraight and Honorable Council Persons

FROM: Maria Farris, Finance Director

SUBJECT: MIHAF: Michigan Homeowner Assistance Fund

The Michigan State Housing Development Authority (MSHDA) opened the Michigan Homeowner Assistance Fund (MIHAF) program on February 14, 2022

Michigan was allocated \$242.8 million from the American Rescue Plan Act of 2021's (the ARP) Homeowner Assistance Fund (HAF) program which Governor Gretchen Whitmer designated MSHDA as the program's operating agency

Attached you will find a Participation Agreement between the City of Romulus and the Michigan Homeowner Assistance Fund through the MSHDA Agency. With this agreement the City of Romulus will become one of the communities *within Wayne County that have opted* to participate in this program.

I would like to recommend, at this time, that City Council authorize the Mayor and Clerk to enter into the attached Participation Agreement (including Attachment A, B) as presented. This agreement has been reviewed, and approved by the City Attorney, Steve Hitchcock.

If you should have any additional questions or we could be of any further assistance, please do not hesitate to contact the Finance Department.

Sincerely,

Maria Farris
Finance Director
City of Romulus

**Michigan Homeowner Assistance Fund
Michigan State Housing Development Authority
Provider Participation Agreement**

This Participation Agreement (Agreement) made this ____ day of _____, 20____ by and between the Michigan State Housing Development Authority (MSHDA) and _____ (Provider), the undersigned, and hereby confirm their mutual agreement on the following principles relating to the Michigan Homeowner Assistance Fund (MIHAF).

RECITALS:

WHEREAS, MSHDA has created a federally funded program under its Michigan Homeowner Assistance Fund (MIHAF) Program; and

WHEREAS the MIHAF program was established to mitigate financial hardships associated with the coronavirus pandemic by providing funds to eligible entities, the Provider(s) as described herein, for the purpose of preventing homeowner mortgage delinquencies, defaults, foreclosures, loss of utilities or home energy services, and displacements of qualified homeowners (“Homeowners”) experiencing financial hardship after January 21, 2020, through qualified expenses related to mortgages and housing, for the benefit of those Homeowners; and

WHEREAS, Provider is mortgage-loan servicer, mortgage holder, County Treasurer, land contract vendor, condominium association, or provider of public utilities, to whom one or more debts are owed that are eligible as Qualified Expenses under the MIHAF; and

WHEREAS, if a mortgage-loan servicer or mortgage-holder, Provider is a State, Federal, or national bank regulated by the Federal Reserve, a national bank or federally chartered bank regulated by the Office of the Comptroller of the Currency (OCC), a state bank regulated by the Federal Deposit Insurance Corporation (FDIC), a state or federal chartered credit union regulated by the National Credit Union Administration (NCUA), a state-chartered bank, credit union, or mortgage servicing organization regulated by the Michigan Department of Insurance and Financial Services (DIFS), or a governmental agency, that own the mortgage servicing rights of mortgage loans and services certain mortgage loans for borrowers who may be eligible to participate in the MIHAF program; or

WHEREAS, if a County Treasurer, Provider is the office of the duly designated receipt of real-property taxes for a county of the State of Michigan, with statutory powers of collection and foreclosure pursuant to the General Property Tax Act, Act 206 of 189; or

WHEREAS, if land-contract vendor, Provider is the vendor of an enforceable land contract governing real property located within the State of Michigan, and possessing legitimate powers of forfeiture and/or foreclosure pursuant to Michigan law; or

WHEREAS, if a condominium association, Provider is a legally recognized entity with authority to administer a condominium project located within the State of Michigan, and possessing a power of foreclosure pursuant to the Michigan Condominium Act, Act 59 of 1978; or

WHEREAS, if a provider of public utilities, Provider is an entity that provides electric, gas, home energy, water, internet service, or related goods and services to one or more residential properties within the State of Michigan, possessing a power to discontinue such services in the event of non-payment by the affected residents; and

WHEREAS, the above-defined Provider is able to document their authority to conduct business within the State of Michigan; where Provider is a company, Provider is able to provide a certified copy of Articles of Incorporation/Organization and certificate of Good Standing from the State of Michigan, or comparable verification of legitimate organization, upon request by MSHDA; where Provider is a County Treasurer, Provider is able to provide confirmation of same on County letterhead; where Provider is a land-contract vendor, Provider is able to provide confirmation that Provider is the person or entity eligible to receive payment under the terms of the land contract. If Provider is a non-Michigan business entity, Provider must upon request provide a certified copy of Articles of Incorporation/Organization filed in the State of Michigan, together with a Certificate of Authority to transact business in Michigan; and

WHEREAS Provider desires to participate in the MIHAF Program; and

WHEREAS Provider understands that participation in the MIHAF Program is voluntary and is distinct from Provider's participation in any other local, state, or federal foreclosure prevention, eviction prevention, or utility-access preservation programs; and

WHEREAS Provider and MSHDA desire to enter into this Agreement to set forth certain premises and mutual covenants:

NOW, WHEREFORE, MSHDA and Provider agree as follows:

1. **Application Process.** Homeowners will access the MIHAF Program through an online MIHAF application, or through a secure phone link, using systems established or designated by MSHDA. Provider understands that it will not be involved in determining eligibility for MIHAF Program, and that MSHDA shall make eligibility determinations according to its sole interpretation of MIHAF program guidelines.
2. **Selection/Qualification of Borrowers.** MSHDA shall be responsible for the selection/qualification of Homeowners to receive MIHAF Program funding. Provider may refer potentially eligible borrowers to MSHDA, and Provider is encouraged but not required to market the MIHAF Program. MSHDA shall make marketing materials available to Provider including web graphics and brochures in pdf format. Providers may refer Homeowners to MIHAF's website at www.michigan.gov/mihaf or MIHAF customer service at 844-756-4423 to apply or for MIHAF Program information.
3. **Point of Contact.** MSHDA shall provide a list of key contacts to Provider. Provider agrees to provide a primary and secondary point of contact, and electronic funds transfer information to MSHDA to facilitate communication and transfer of program funds (**Exhibit A**) and shall provide accessible contacts to MIHAF Program eligible Homeowners to address Provider's participation in the MIHAF Program and the administration of MIHAF payments as to Homeowner's accounts with Provider.

4. **ACH Payments.** Provider shall promptly provide ACH transmission information to MSHDA, as described in **Exhibit A**. Provider agrees that all MIHAF payments will be made via ACH.

5. **Information Sharing/Written Authorization.** MSHDA shall be responsible for procuring written authorization from each Homeowner to share information with Provider. A copy of the signed authorization will be provided to Provider through secured e-mail or web portal. Provider agrees to communicate information about the resolution of the assisted Homeowner's deficiency or default including suspension or termination of foreclosure or forfeiture proceedings, or other resolution options, to MSHDA. MSHDA and Provider agree to use a defined automated and secure process to submit borrowers to Provider for workout consideration.

6. **Transmission of Non-Public Personal Information.** All communication that includes a Homeowner's **Nonpublic Personal Information** (as defined below) between MSHDA and Provider shall be sent through encrypted e-mail, secure loan portal or other similar secure electronic delivery system. MSHDA and Provider agree that they will maintain or implement appropriate measures designed to (a) ensure the security and confidentiality of any Nonpublic Personal information it received from the other party, (b) protect against any anticipated threats or hazards to the security or integrity of such information, (c) protect against unauthorized access to or use of such information that could result in substantial harm or inconvenience to the subject of such information, (d) ensure the proper disposal of all Nonpublic Personal Information received from the other party upon the termination of the Agreement for any reason, unless the information is required to be retained for legal or regulatory record retention purposes, (e) treat the Nonpublic Personal Information with at least the same degree of care that it uses to protect its own confidential and proprietary information of a similar nature but with no less than a reasonable degree of care, and (f) implement or utilize appropriate technological safeguards that are at least in compliance with the Gramm-Leach Bliley Act and generally recognized industry standards.

"Nonpublic Personal Information" means any information received from or provided by the other party which pertains to or identifies an individual, such as name, postal address, e-mail or IP address, facsimile or phone number, mother's maiden name, social security or identification number, transactional, employment, financial data, medical or health records, personal, gender, political profile, account, and password information.

7. **Homeowner Assistance.** Once a Homeowner is accepted to the MIHAF Program, Provider shall not initiate foreclosure, forfeiture, nor collections, and if the Homeowner is already in the foreclosure, forfeiture, or collections process, shall not continue such process during the term of assistance. In the case of utility assistance, utility service shall be restored. Where a Homeowner's obligations to Provider exceed the maximum assistance that the MIHAF Program will pay on Homeowner's behalf, the MIHAF Program may still pay such benefits for the benefit of the Homeowner, but any agreement addressing the remaining deficiency will be strictly between Provider and Homeowner; neither MSHDA nor the MIHAF Program shall have any further obligation as to such a deficiency, nor shall MSHDA participate in the resolution of, nor be a party to, any agreement resolving such a deficiency. Providers are encouraged but not required to consider mechanisms for addressing such a deficiency that will delay the risk of additional default, such as amortizing the deficiency into future payments due from Homeowner.

MSHDA and Provider agree that all MIHAF Program Homeowner assistance options will be conducted in accordance with the MIHAF program descriptions and requirements detailed in the respective program term sheet(s), which are attached as **Exhibit B** and incorporated herein. Although Homeowner may be eligible for more than one type of relief under the MIHAF Program, Homeowner may only receive such relief one time, and once per home address: there shall be no duplication of relief within the MIHAF program, or between the MIHAF program and any other federal assistance programs. Provider recognizes that the MIHAF program is a federal program administered by the U.S. Treasury, may be subject to program guideline changes issued after the date of this agreement, and agrees to abide by the terms of subsequent or superseding federal guidance.

Provider agrees the program guidelines may be amended by MSHDA from time to time. Provider has reviewed the program term sheet and agrees to comply with all Program guidelines as outlined by MSHDA. MSHDA will notify the primary contact provided by Provider of any program amendments and/or changes. Provider is responsible to obtain any required investor and mortgage insurer approval.

8. MIHAF Program Approval. Upon notification by MSHDA that a Homeowner has been conditionally approved for MIHAF, Provider agrees to promptly accept or deny each Homeowner's participation in the MIHAF Program. Provider agrees that denial shall be only for good cause such as pending litigation, potential fraud, bankruptcy restrictions, and foreclosure status or if denied by investor or mortgage insurer for good cause.

9. MIHAF Program. Provider agrees to provide timely communication of Homeowner's deficiency status to the MSHDA, including sufficient information to identify that the correct deficiency matched to the correct Homeowner, and the amount owed. Provider agrees to apply MIHAF funds towards principal, interest, taxes, and insurance (collectively PITI). MSHDA agrees Provider may apply such funds towards attorney's fees, late charges and NSF fees, property inspection fees, escrow shortage and/or delinquent property taxes, one year of standard homeowner's insurance if forced place insurance has been invoked, and other fees and expenses if they are deemed an advance on Program funds towards delinquent property taxes.

10. Timing. Provider acknowledges that it is responsible for timely application of MIHAF Program funds. Provider shall hold the Homeowner harmless if payments are not applied timely. Provider agrees that it will timely provide MSHDA with written reports documenting application of MIHAF Program funds or alternatively to provide MSHDA an exception report for any funds that could not be applied. All remaining delinquencies identified after MIHAF funding must be resolved between Homeowner and Provider. The period of performance for MIHAF Program awards begins on the date hereof and ends on September 30, 2026, unless otherwise extended by U.S. Treasury. Provider shall not be eligible to receive MIHAF Program funds after such period of performance ends.

11. Repayment of Funds. Where the Homeowner has an ongoing obligation to the Provider that will continue after application of program funds to the deficiency, such as with an ongoing mortgage loan, MSHDA agrees that Provider will not be required to repay amounts applied to a borrower's loan if that borrower is later determined to be ineligible. If the Provider is eligible to

retain excess funds and overages, those may be retained by Provider and applied for the benefit of the Homeowner's ongoing obligation. Provider may be required by MSHDA to demonstrate how retained excess funds will be applied for the benefit of the homeowner, in such format as MSHDA shall require. If Provider is not eligible to retain and apply excess assistance due to the lack of an ongoing obligation or shall otherwise fail to apply Grant funds to the Homeowner's housing delinquencies, such unapplied funds are the property of MSHDA and shall be promptly returned to Grantor within thirty (30) days of determination of excess funding, but in any event shall not be paid directly to the Homeowner.

12. Homeowner Actions/Fraud. Provider agrees to promptly notify MSHDA in writing of any ongoing legal action against a Homeowner, including fraud-related activities.

13. Cessation of Mortgage Payments. MSHDA agrees it will promptly provide notice before it ceases payment of MIHAF Program funds to allow Provider time to evaluate the Homeowner for other loss mitigation options.

14. MIHAF Program Eligibility. Provider agrees that it is not authorized or empowered to determine and/or communicate to the Homeowner eligibility for MIHAF Program funds. MSHDA agrees that it is not authorized or empowered to determine and/or communicate to the Homeowner eligibility for foreclosure, forfeiture, or shut-off prevention programs of Provider. MSHDA retains sole authority for its MIHAF Program eligibility determination and communication to the Homeowner and Provider. Provider will communicate with Homeowner and MSHDA regarding modification and other Provider-driven approvals.

15. Provider Legal Compliance Obligations. Provider recognizes and accepts that the MIHAF Program is a federally funded grant program and acknowledges that failure to abide by MIHAF Program terms may result in recapture of grant funds or other sanctions.

Provider will comply with local, state, and federal laws pertaining to discrimination, including, but not limited to: the Fair Housing Act (42 U.S.C. 3601-19) and implementing regulations; Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4) and implementing regulations; Title VIII of the Civil Rights Act of 1968 (as amended by the Fair Housing Amendments Act of 1988) and implementing regulations; the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and implementing regulations; Title II of the Americans with Disabilities Act (42 U.S.C. 12101, et seq); the Elliott-Larsen Civil Rights Act; and the Michigan Persons With Disabilities Civil Rights Act.

16. Termination. Participation in the MIHAF Program is voluntary, and either Provider or Homeowner may terminate their respective participation agreement without cause, with 30 days written notice, unless or until MIHAF Program funds have been paid to Provider by MSHDA and accepted by Provider for the benefit of the Homeowner. Either party may terminate immediately upon material breach from the other party; in event of such termination, Provider shall accept and apply payments as agreed on behalf of a Homeowner already approved prior to the immediate termination, or shall return applicable assistance funds to MSHDA, at Provider's discretion.

Accepted and agreed to by:

Provider: _____

By: _____

Print: _____

Its: _____

Date: _____

Address: _____

Michigan State Housing Development Authority

By: _____

Its: _____

Date: _____

EXHIBIT A

Provider Contact and ACH Instructions

EXHIBIT B

MIHAF Program Term Sheet

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

**735 E Michigan Avenue
Lansing, Michigan 48912**

**Michigan Homeowner Assistance Fund (MIHAF) Provider Contact
Information
and ACH Instructions**

MiEncrypt is used to exchange secure communication. The State of Michigan Data Exchange (DEG) is used to send records back and forth. When your MSHDA MIHAF Advisor reaches out to the contacts below, the Provider will be assigned a username and password to access the site. MIHAF will communicate case level detail to the individual listed below using the Common Data File (CDF) or Excel or encrypted email. Approved funds will be deposited into the Depository Financial Institution (DFI) account provided.

Service Provider Name:

Primary/Management Contact Information:

(name, phone number, email address)

Case Level Contact Information:

(name, phone number, email address)

ACH Instructions for Provider's Depository Financial Institution (DFI):

DFI Routing-Transit Number _____

DFI Name: _____

Account Name: _____

Account Number: _____

Type of Account: _____ Checking _____ Savings



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
LANSING

GARY HEIDEL
ACTING EXECUTIVE DIRECTOR

Become a MIHAF Partner

The Michigan State Housing Development Authority (MSHDA) opened the Michigan Homeowner Assistance Fund (MIHAF) program on February 14, 2022.

Michigan was allocated \$242.8 million from the American Rescue Plan Act of 2021's (the ARP) Homeowner Assistance Fund (HAF) program which Governor Gretchen Whitmer designated MSHDA as the program's operating agency.

We can help homeowners with delinquent mortgage/housing payments, delinquent property taxes, delinquent condominium association fees or delinquent utility payments to help them avoid foreclosure, displacement, or utility shut-off once you sign up to participate in this much needed program.

If you are a mortgage lender or servicer, please return the fully executed and completed MIHAF Collaboration Agreement and Service Provider Contact and ACH Instructions documents to MSHDA-HO-HAF-Program@michigan.gov.

If you are a County Treasurer, condominium association, utility company, local municipality collecting water/sewer payments, land contract seller or land contract management company, mobile home consumer lender or park manager, or broadband internet provider, please return the fully executed and completed MIHAF Provider Participation Agreement and Service Provider Contact and ACH Instructions documents to MSHDA-HO-HAF-Program@michigan.gov.

You only need to sign up one time. Your name will be added to our Partner Provider Database.

We always disburse MIHAF funds directly to the MIHAF Program Partner to be applied to your client's delinquent account once the homeowner is determined eligible for the MIHAF program assistance.

If you need further information please contact us 517-335-6481 or email your questions to MSHDA-HO-HAF-Program@michigan.gov.



City of Romulus

Clerk's Report – Ellen L. Craig-Bragg, Clerk

Council Meeting Held: **May 2, 2022**

Item No. A.

General Description: TA-2022-001; Zoning Ordinance Text Amendment Multiple Family Housing

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



MEMORANDUM

To: Honorable City Council

From: Ellen L. Craig-Bragg, City Clerk

Date: April 28, 2022

Re: TA-2022-001 Zoning Ordinance Amendment

As a criteria requirement for the Redevelopment Ready Certification through the Michigan Economic Development Corporation, there must be sepcified references to varied housing types in the Zoning Ordinance.

It is, therefore, requested that Council concur with the recommendation of the Planning Commission and approve the introduction and first reading of TA-2021-003; a proposed tex amendment to Section 4.01; Statement of Purpose; Section 6.03, Requirements Applicable to Specific Uses; Section 11.01, Residential; Sections 24.05, 24.14, 24.17a, 24.19, and 24.20, Definitions of the Zoning Ordinance.

PLANNING DEPARTMENT MEMORANDUM

DATE: April 26, 2022
TO: City Council
FROM: Carol Maise, City Planner
SUBJECT: TA-2022-001; Zoning Ordinance Text Amendment
Multiple-family Residential

The City is continuing our progress towards Redevelopment Ready Certification through the MEDC (Michigan Economic Development Corporation). The RRC (Redevelopment Ready Communities) program is a voluntary, no-cost certification program designed to promote effective redevelopment strategies through a set of best practices. The program measures and then certifies communities that integrate transparency, predictability and efficiency into their daily development practices. The RRC certification is a formal recognition that your community has a vision for the future - and the fundamental practices in place to get there. Once certified, the City and City businesses become eligible for grants, loans and other financial incentives as well as qualify for technical assistance.

As part of a technical review of our Zoning Ordinance, MEDC staff has identified areas that require updating in order for the City to achieve certification. **Alignment with the Master Plan is needed with regard to multiple-family housing.**

The current ordinance provides a general description of multiple-family development however to become RRC certified, **there must be specific references to varied housing types.** The Planning Department has enlisted CIB Planning, Inc. to draft Zoning Ordinance language to update the sections of the ordinance that pertain to multiple-family uses, specifically housing types.

The Planning Commission considered these amendments at their April 18, 2022 meeting and after a public hearing (no one was present to speak), recommended the following:

MOTION by McAnally, support by Gbogboade, *to recommend approval to City Council TA-2022-001; Zoning Ordinance Text Amendments, Multiple-Family Housing, as submitted.* Motion Carried 7-0.

Please find the attached draft amendments for your review along with the draft minutes of the April 18th Planning Commission meeting for the following:

- ARTICLE 4, MULTIPLE-FAMILY RESIDENTIAL, Section 4.01, Statement of Purpose , ARTICLE 6, CENTRAL BUSINESS DISTRICT, Section 6.03, Requirements Applicable to Specific Uses (Amend 1.255)
- ARTICLE 11, USE STANDARDS, Section 11.01, Residential (Amendment 1.256)
- ARTICLE 24, DEFINITIONS, Sections 24.05, 24.14, 24.17a, 24.19, and 24.20 (Amendment 1.257)

RECOMMENDATION

If the City Council determines that action on the proposed amendment for multiple-family housing is warranted, the following motion should be considered:

*To **approve the first reading** of TA-2021-003; a proposed text amendment to Section 4.01, Statement of Purpose; Section 6.03, Requirements Applicable to Specific Uses; Section 11.01, Residential; Sections 24.05, 24.14, 24.17a, 24.19, and 24.20, Definitions of the Zoning Ordinance.*

7. Public Hearings

- A. TA-2022-001; **Zoning Ordinance Text Amendments, Multiple-Family Housing**
- (1) Article 4, Multiple-Family Residential Districts
 - (2) Article 6, Central Business District
 - (3) Article 11, Use Standards
 - (4) Article 24, Definitions

Chair Freitag opened the public hearing. Seeing that no public indicated they wished to speak, Chair Freitag closed the public hearing, and invited City Planner Maise to present this item.

City Planner Maise presented the following:

- The City was close to MEDC (Michigan Economic Development Corporation) Redevelopment Ready Certification
- The proposed Zoning Text Amendments represented one of the final steps in this process, by adding specific references to varied housing types.
 - o Article 4, Multiple-family Residential Districts, and Article 6, Central Business District (which allows a mix of business and residential), added terms that more specifically described multiple family housing types, such as stacked flats, triplexes, quadplexes, residential units above commercial, and so on.
 - o Language specific to the newly labeled and defined housing types was added to Article 11, Use Standards
 - o Definitions of the new terms were added to Article 24, Definitions

Commission discussion:

The Commission held a robust discussion on potential housing types such as tiny houses, accessory dwelling units, micro units, shipping containers, etc., all of which could potentially be addressed in the residential housing ordinance. Short-term rentals, which would fall under commercial uses, also needed to be discussed and potentially regulated. City Attorney Hitchcock advised that short-term rentals could still be locally regulated and/or prohibited, as the state legislature had not acted on several proposals brought forward that might limit local jurisdictions in the future.

The Commission also discussed whether new condominium development documents should be required to limit the number or percentage of rental units. Commissioner Talon-Jemison pointed out that a potential condo purchaser could have difficulty obtaining a mortgage for a single unit, if the percentage of rental units in the development was too high.

Seeing that discussion had ended, Chair Freitag said she was ready to entertain a motion.

MOTION by McAnally, support by Gbogboade, to recommend approval to City Council TA-2022-001; Zoning Ordinance Text Amendments, Multiple-Family Housing, as submitted.

Roll Call Vote: Ayes – McAnally, Gbogboade, Talon-Jemison, Roscoe, Frederick, Long, and Freitag. Nays – none. **Motion Carried 7-0.**

8. New Business

- C. 2021 Planning Commission End of Year Report

ORDINANCE _____
CITY OF ROMULUS
APPENDIX A – ZONING
Amendment 1.255

AN ORDINANCE AMENDING ARTICLE 4, MULTIPLE-FAMILY RESIDENTIAL DISTRICTS, SECTION 4.01, STATEMENT OF PURPOSE; ARTICLE 6, CENTRAL BUSINESS DISTRICT, SECTION 6.03, REQUIREMENTS APPLICABLE TO SPECIFIC USES; OF THE ZONING ORDINANCE FOR THE CITY OF ROMULUS.

THE CITY OF ROMULUS ORDAINS:

SECTION 1. Article 4, Multiple-Family Residential Districts, *Section 4.01, Statement of Purpose* is amended to read as follows:

Section 4.01 Statement of Purpose

- (a) **R2 Townhouse Residential District.** This district is established to provide a living environment suitable for individuals, couples, and families who have few or no children. It is intended to encourage development which, though multiple-family in nature, is closer in character or scale to single-family development, with duplexes, stacked flats, and attached townhouses, each having individual entrances, yards, driveways, and garages. To achieve this purpose, uses are primarily limited to low density dwelling units, plus certain residentially related uses designated to provide an acceptable neighborhood environment.
- (b) **RM Low-Rise Multiple-Family Residential District.** This district is intended to provide a proper environment for families that are smaller in size than those living in single-family dwellings, who wish to live in low-rise multiple-family dwellings, such as triplexes and quadplexes. The RM District is designed to furnish sites for various types of attached single-family and multiple-family dwelling structures and may serve as a transition between non-residential districts and lower density single-family residential districts. Development in this district, though multiple in nature, is complementary in character to single-family development through the utilization of lower densities, some attached garages, and a limited number of dwelling units per structure.
- (c) **HRM Mid- and High-Rise Multiple-Family Residential District.** The HRM Mid- and High-Rise Multiple-Family Residential District is intended to serve the residential needs of families and single persons desiring greater density, apartment type accommodation with central services. Housing

*TA-2022-001; Multiple-family Residential
Article 4, Multiple-family Residential District
Article 6, Central Business District*

*INTRODUCTION & 1st READING
City Council 5-2-22*

types include six-plexes and apartment houses. The site shall be developed so as to service only the residents of the multiple-family development, and any accessory buildings, uses, or services shall be primarily for the use of residents. Uses considered herein as accessory uses include: parking structures, swimming pools, recreation areas, pavilions, cabanas, and other similar uses.

SECTION 2. Article 6, Central Business District, *Section 6.03, Requirements Applicable to Specific Uses* is amended to read as follows:

Section 6.03 Requirements Applicable to Specific Uses

The following uses shall be required to meet all of the following specific standards when located in a CBD 1, 2 or 3 Zoning District:

- (d) **Single-Family Attached and Multiple-Family Dwellings.** Single-family attached and multiple-family dwellings shall comply with the following design requirements:
- (1) A density of fifteen (15) units per acre is permitted for single-family attached and multiple-family dwellings. The City Council may grant approval for densities greater than fifteen (15) units per acre by special land use approval, based upon the recommendation of the Planning Commission with a finding that the design meets the intent of the district and will be compatible with other adjacent uses.
 - (2) All buildings and pedestrian entrances shall be oriented towards a public street. Parking, garages, and any other accessory structures and uses shall be located in the rear or side yards.
 - ~~(3) All main entrances to the units shall have a porch or stoop at least thirty (30) square feet in area.~~
 - ~~(4)~~(3) Walls visible from public streets shall include windows and architectural features customarily found on the front facade of a residential dwelling, such as porticos, stoops, gables, dormer windows, cupolas, cornice work, edge detailing, or other decorative finish materials.
 - ~~(5)~~(4) Buildings shall be spaced a minimum of twenty-five (25) feet apart.
 - ~~(6)~~(5) The maximum building length shall be one hundred and eighty feet (180) feet.
 - ~~(7)~~(6) The minimum floor area for each dwelling unit is nine-hundred and fifty (950) total square feet.
- (e) ~~Residential Above Commercial~~~~Accessory Apartments above Retail Uses.~~ Accessory apartmentsResidential units above commercial are permitted upon approval by the Administrative Review Committee provided the following conditions are met and the application demonstrates that the use will not disrupt the character and land use relationships of the district.
- (1) Basements, cellars, and detached accessory structures shall not be used for a ~~n accessory apartment.~~ residential unit above commercial.

- (2) ~~Accessory apartments~~[Residential units above commercial](#) shall be entirely within the existing principal structure and shall contain a living area of at least six hundred (600) square feet.
- (3) A separate exterior door is permitted but all other building elevations shall remain unchanged.
- (4) Parking requirements for the residential use must be met in addition to the nonresidential use, provided the Planning Commission may reduce the parking requirements for a mixed use building in accordance with [Section 14.01](#).
- (5) No sign is permitted except those that are otherwise exempt, such as 'for sale' or 'for rent signs' under the Sign Ordinance.

(1) Director and Building & Safety Department. At the time of approval, a performance guarantee is required that provides liability coverage in an amount determined by the City.

- (f) **Residential Accessory Buildings.** The regulations for accessory buildings and structures contained in [Section 3.04](#) shall apply to all residential accessory buildings and structures in the Central Business Districts.
- (g) Where noted in [Table 6.02](#), uses shall be required to meet the use regulations of [Article 11](#).

SECTION 3. Severability.

Should any word, sentence, phrase or any portion of this ordinance be held in any manner invalid by any court of competent jurisdiction or by any state agency having authority to do so for any reason whatsoever, such holdings shall be construed and limited to such words, sentence, phrase, or any portion of the ordinance held to be so invalid and shall not be construed as effecting the validity of any of the remaining words, sentences, phrases or portions of this ordinance.

SECTION 4. Conflicting Ordinances.

All prior existing ordinances adopted by the City of Romulus inconsistent or in conflict with the provisions of this ordinance are, to the extent of such conflict or inconsistency hereby expressly repealed.

SECTION 5. Effective Date.

This ordinance shall take effect upon publication thereof in an official newspaper, which publication shall be made when the minutes passing the ordinance are published subject to revocation at will of the City of Romulus at any time.

ADOPTED, APPROVED AND PASSED by the City Council of the City of Romulus this _____ day of _____, 2022.

ROBERT A. MCCRAIGHT, MAYOR

ELLEN L. CRAIG-BRAGG, CMC, City Clerk

I hereby certify that the foregoing is a true copy of the Ordinance as passed by the City Council of the City of Romulus at a regular Council Meeting held in the City Council Room in said City of the _____ day of _____, 2022.

ELLEN L. CRAIG-BRAGG, CMC, City Clerk

I further certify that the foregoing was published in Associated/Journal Newspaper, a newspaper of general circulation in the City of Romulus, on the _____ day of _____, 2021.

ELLEN L. CRAIG-BRAGG, CMC, City Clerk

Within forty-five- (45) days after publication of any ordinance duly passed by the Council, a petition may be presented to the Counsel protesting such ordinance continuing effect. Said petition shall contain the text of such ordinance and shall be signed by not less than six percent (6%) of the registered electors registered at the last preceding election which a Mayor of the City was elected. Said ordinance shall thereupon and thereby be suspended from operation and the Council shall immediately reconsider such ordinance.

Introduced: May 2, 2022

Adopted:

Published:

Effective:

TA-2022-001; **Multiple-family Residential**
Article 4, Multiple-family Residential District
Article 6, Central Business District

INTRODUCTION & 1st READING
City Council 5-2-22

ORDINANCE _____
CITY OF ROMULUS
APPENDIX A – ZONING
Amendment 1.256

AN ORDINANCE AMENDING ARTICLE 11, USE STANDARDS, SECTION 11.01, RESIDENTIAL OF THE ZONING ORDINANCE FOR THE CITY OF ROMULUS.

THE CITY OF ROMULUS ORDAINS:

SECTION 1. Article 11, Use Standards, *Section 11.01(b), Two-family dwellings (duplexes) and (c) Multiple-family dwellings* is amended to read as follows:

Section 11.01 Residential

(b) **Two-family dwellings (duplexes).** The following requirements shall apply to two-family dwellings (duplexes), including stacked flats, in addition to the residential dwelling requirements of (a) above and Article 6, Central Business District if applicable:

- (1) Each unit shall front onto and have direct access to an arterial or collector roadway.
- (2) All structures shall be connected to a public sewer and water supply.
- (3) The two-family dwellings shall not adversely affect the normal use or development of the adjacent properties or the neighborhood and the buildings shall be in harmony with the character of the district in which they will be located. Architectural plans for buildings shall be presented to the Planning Commission for approval as part of the Special Land Use application. This review of architectural plans is intended to ensure that two-family dwellings take on the appearance of single-family residential buildings.
- (4) The two-family dwellings shall comply with all maximum height, minimum yard setback, maximum lot coverage, minimum floor area, rules regarding accessory buildings, and sign requirements for the respective residential district. The minimum area of lot for each two (2) dwelling units shall be twelve thousand (12,000) feet in R-1A, and R-1B and thirty thousand (30,000) in RE. The minimum lot width shall be one hundred (100) feet.

(c) Multiple-family dwellings

- (1) **Access.** All multiple-family developments shall have direct access to major or minor arterials. All public roads shall meet the City Street Standards. All private roads shall have a minimum width of twenty seven (27) feet.
- (2) **Front Yard Greenbelt and Side and Rear Yard Buffers.** Setback areas shall be provided with landscape greenbelts and buffer zones as required in [Section 13.02](#). All sites shall meet the landscape requirements of [Section 13.02](#).
- (3) **Building Spacing.** The setback requirements indicated in the Schedule of Area, Height, and Placement Requirements shall be measured from the perimeter of the lot. Internal setbacks shall be as follows:
 - a. There shall be at least thirty (30) feet between any two (2) principal buildings in the R-2 and RM Districts.
 - b. Where two (2) or more multiple-family structures are erected on the same lot or parcel in the HRM District they shall be separated by at least fifty (50) feet, plus one (1) foot for each two (2) feet, or part thereof, of the total combined height of the two (2) structures.
 - c. The minimum yard, spacing, and setback requirements (both perimeter and interior) may be reduced by up to ten (10) feet if the same space is increased by an equal amount on the opposite side of the building.
- (4) **Parking and Building Setbacks.** A minimum fifteen (15) foot setback from all internal roads, drives and parking areas shall be provided for multiple-family, duplexes and attached single-family residential units. This setback shall not apply to individual unit driveways; provided, driveways shall maintain a minimum twenty (20) feet between the building and a sidewalk for the parking of a vehicle without blocking the sidewalk.
- (5) **Buffer from Single-Family.** The area within setbacks which abut a single-family residential district shall be maintained as landscaped open space unoccupied and unobstructed by any sign, building, paving or any use or activity that may be detrimental to adjacent single-family uses.
- (6) **Building Length.** The maximum length of continuous and/or contiguous buildings shall not exceed one hundred eighty (180) feet.
- (7) **Recreational Area.** Recreation areas and facilities shall be provided to sufficiently meet the anticipated needs of the residents of the development.
 - a. Open space/recreation areas equaling four hundred (400) square feet per dwelling unit shall be provided and be clearly delineated on the site plan.
 - b. The Planning Commission shall determine the adequacy of any proposed recreation areas and facilities, considering the type of unit, the recreation needs of anticipated residents and the proximity of nearby recreation facilities.

- c. Recreational facilities such as playscapes, athletic fields, trails, picnic tables or other suitable recreation facility to meet the needs of the residents shall be provided within the recreation area. Provision of separate adult and youth recreation areas is encouraged.
- d. Recreation facilities generally shall be provided in a central location and should be convenient to the community center. A location adjacent to the community center is preferable for efficient construction, use, and maintenance of all facilities. In larger developments, however, recreation facilities may be decentralized or part of an approved open space area plan.
- e. Required setbacks, buffers, greenbelts, individual lots, public rights-of-way, private road easements, wetlands, and stormwater management areas shall not be considered as recreation areas.
- f. The recreational area shall be well drained, graded, seeded or sodded, safe from hazard, and accessible to all dwellings. Preserved natural features on the site may be counted toward meeting the open space requirement if improvements are provided that allow passive recreation use such as pathways, gazebos and picnic areas. A minimum of 50% of the required recreation area shall be developed for active recreational use.
- g. Recreational areas shall be irrevocably reserved for this use.
- h. In a phased development, a land reservation and a performance guarantee meeting the requirements of [Section 21.10](#) shall be required to guarantee the completion of planned improvements if not completed in the current phase.

(8) Floor Area

- a. The minimum floor area, not including area of basements, utility rooms, breezeways, porches, or attached garages, shall be as shown in the Dwelling: Unit Size table:

Table 4.06(b)(2) Dwelling Unit Size			
Dwelling Unit Size	Minimum Floor Area (Sq. Ft.)		
	R-2	RM	HRM
Efficiency (Micro)	500	350	350
1-bedroom	600	600	600
2-bedroom	800	800	800
3-bedroom	1,000	1,000	1,000

- b. Each development (with the exception of elderly housing) shall have no more than ten percent (10%) of all units as efficiency [\(micro\)](#) units unless, because of unique design features, market or clientele, the Planning Commission approves a higher percentage.

SECTION 2. Severability.

Should any word, sentence, phrase or any portion of this ordinance be held in any manner invalid by any court of competent jurisdiction or by any state agency having authority to do so for any reason whatsoever, such holdings shall be construed and limited to such words, sentence, phrase, or any portion of the ordinance held to be so invalid and shall not be construed as effecting the validity of any of the remaining words, sentences, phrases or portions of this ordinance.

SECTION 3. Conflicting Ordinances.

All prior existing ordinances adopted by the City of Romulus inconsistent or in conflict with the provisions of this ordinance are, to the extent of such conflict or inconsistency hereby expressly repealed.

SECTION 4. Effective Date.

This ordinance shall take effect upon publication thereof in an official newspaper, which publication shall be made when the minutes passing the ordinance are published subject to revocation at will of the City of Romulus at any time.

ADOPTED, APPROVED AND PASSED by the City Council of the City of Romulus this _____ day of _____, 2022.

ROBERT A. MCCRAIGHT, MAYOR

ELLEN L. CRAIG-BRAGG, CMC, City Clerk

I hereby certify that the foregoing is a true copy of the Ordinance as passed by the City Council of the City of Romulus at a regular Council Meeting held in the City Council Room in said City of the _____ day of _____, 2022.

ELLEN L. CRAIG-BRAGG, CMC, City Clerk

I further certify that the foregoing was published in Associated/Journal Newspaper, a newspaper of general circulation in the City of Romulus, on the _____ day of _____, 2021.

ELLEN L. CRAIG-BRAGG, CMC, City Clerk

Within forty-five- (45) days after publication of any ordinance duly passed by the Council, a petition may be presented to the Counsel protesting such ordinance continuing effect. Said petition shall contain the text of such ordinance and shall be signed by not less than six percent (6%) of the registered electors registered at the last preceding election which a Mayor of the City was elected. Said ordinance shall thereupon and thereby be suspended from operation and the Council shall immediately reconsider such ordinance.

Introduced: May 2, 2022

Adopted:

Published:

Effective:

ORDINANCE _____
CITY OF ROMULUS
APPENDIX A – ZONING
Amendment 1.257

AN ORDINANCE AMENDING ARTICLE 24, DEFINITIONS, SECTION 24.05; DEFINITIONS “D”, SECTION 24.14, DEFINITIONS “M” ; SECTION 24.17a, DEFINITIONS “Q”; SECTION 24.19, DEFINITIONS “S”; SECTION 24.20, DEFINITIONS “T” OF THE ZONING ORDINANCE FOR THE CITY OF ROMULUS.

THE CITY OF ROMULUS ORDAINS:

SECTION 1. Article 24, Definitions, *Section 24.05, Definitions “D”* is amended to read as follows:

Section 24.05 Definitions “D”

Dwelling:

- (a) ***Apartment Dwelling***: An apartment is an attached dwelling unit with party or common walls, contained in a building with other dwelling units or sharing the occupancy of a building with other than a residential use. Apartments are commonly accessed by a common stair landing or walkway. Apartments are typically rented by the occupants, but may be condominiums. Apartment buildings often may have a central heating system and other central utility connections. Apartments typically do not have their own yard space. Apartments are also commonly known as garden apartments or flats.
- (b) ***Manufactured***: A dwelling which is substantially built, constructed, assembled, and finished off the premises upon which it is intended to be located.
- (c) ***Multiple-Family***: A building, or portion thereof, used or designed as residences for three (3) or more families living independently of each other and each doing their own cooking in the building, with the number of families in residence not exceeding the number of dwelling units provided. This definition includes three-family houses, four-family houses, and apartment houses.

(1) ***Triplex***: A multiple-family building containing three (3) separate dwelling units, also known as a three-family house.

(2) **Quadplex**: A multiple-family building containing four (4) separate dwelling units, also known as a four-family house.

(3) **Six-plex**: A multiple-family building containing six (6) separate dwelling units.

(d) **Single-Family**: A detached building or manufactured home designed exclusively for the complete living accommodations of one (1) family, and containing one (1) dwelling unit only.

(e) **Single-Family, Attached**: A single-family dwelling erected side by side to another similar unit as a single building, each unit being separated from the adjoining unit by an uninterrupted wall extending from the basement floor to the roof. Units may be attached to each other only by one (1) or more of the following methods:

(1) Through a common party wall which does not have over eighty percent (80%) of its area in common with an abutting dwelling wall;

(2) By means of an architectural wall detail which does not form interior room space; or

(3) Through a common party wall in only the garage portion of an abutting structure.

(f) **Site Built**: A dwelling which is substantially built, constructed, assembled, and finished on the premises which are intended to serve as its final location. Site built dwellings include those constructed of precut materials and panelized wall, roof and floor sections when such sections require substantial assembly and finishing on the premises which are intended to serve as its final location.

(g) **Two-Family (Duplex)**: A detached building, designed for or occupied exclusively by two (2) families living independently of each other. ~~May also be termed as a duplex.~~

(1) **Stacked Flats**: A type of two-family building with one dwelling unit as a ground level and one dwelling above, divided by party walls in the horizontal plane. Occupants for second-floor units climb stairs to get to their homes, but once there, have no additional stairs.

Dwelling Unit:

(a) **Dwelling Unit**: A dwelling unit is any house or building or portion thereof having cooking facilities, which is occupied wholly as the home, residence or sleeping place of one (1) family, either permanently or transiently, but in no case shall an automobile chassis or tent be considered a dwelling. In case of mixed occupancy, where a building is occupied in part as a dwelling unit, the part so occupied shall be deemed a dwelling unit for the purpose of this Ordinance and shall comply with the provisions thereof relative to dwellings. A dwelling unit shall include both manufactured units (mobile homes and modular homes) and site built units.

(b) **Efficiency (Micro) Unit:** An efficiency unit, also known as a micro unit, is a dwelling unit consisting of one room, exclusive of bathroom, kitchen, hallway, closets, or dining alcove directly off the principal room providing not less than three hundred and fifty (350) square feet of floor area.

SECTION 2. Article 24, Definitions, *Section 24.14, Definitions “M”* is amended to read as follows:

Section 24.14 Definitions “M”

Micro Unit: See “Dwelling Unit, Efficiency (Micro) Unit.”

Multiple-Family: See “Dwelling, Multiple-Family.”

SECTION 3. Article 24, Definitions, *Section 24.17a, Definitions “Q”* is amended to read as follows:

Section 24.17a Definitions “QM”

Quadplex: See “Dwelling, Multiple-Family.”

SECTION 4. Article 24, Definitions, *Section 24.19, Definitions “S”* is amended to read as follows:

Section 24.19 Definitions “S”

Six-plex: See “Dwelling, Multiple-Family.”

Stacked Flats: See “Dwelling, Two-Family (Duplex).”

SECTION 5. Article 24, Definitions, *Section 24.20, Definitions “T”* is amended to read as follows:

Section 24.20 Definitions “T”

Triplex: See “Dwelling, Multiple-Family.”

SECTION 6. Severability.

Should any word, sentence, phrase or any portion of this ordinance be held in any manner invalid by any court of competent jurisdiction or by any state agency having authority to do so for any reason whatsoever, such holdings shall be construed and limited to such words, sentence, phrase, or any portion of the ordinance held to be so invalid and shall not be construed as effecting the validity of any of the remaining words, sentences, phrases or portions of this ordinance.

SECTION 7. Conflicting Ordinances.

All prior existing ordinances adopted by the City of Romulus inconsistent or in conflict with the provisions of this ordinance are, to the extent of such conflict or inconsistency hereby expressly repealed.

SECTION 8. Effective Date.

This ordinance shall take effect upon publication thereof in an official newspaper, which publication shall be made when the minutes passing the ordinance are published subject to revocation at will of the City of Romulus at any time.

ADOPTED, APPROVED AND PASSED by the City Council of the City of Romulus this _____ day of _____, 2022.

ROBERT A. MCCRAIGHT, MAYOR

ELLEN L. CRAIG-BRAGG, CMC, City Clerk

I hereby certify that the foregoing is a true copy of the Ordinance as passed by the City Council of the City of Romulus at a regular Council Meeting held in the City Council Room in said City of the _____ day of _____, 2022.

ELLEN L. CRAIG-BRAGG, CMC, City Clerk

I further certify that the foregoing was published in Associated/Journal Newspaper, a newspaper of general circulation in the City of Romulus, on the _____ day of _____, 2021.

ELLEN L. CRAIG-BRAGG, CMC, City Clerk

Within forty-five- (45) days after publication of any ordinance duly passed by the Council, a petition may be presented to the Counsel protesting such ordinance continuing effect. Said petition shall contain the text of such ordinance and shall be signed by not less than six percent (6%) of the registered electors registered at the last preceding election which a Mayor of the City was elected. Said ordinance shall thereupon and thereby be suspended from operation and the Council shall immediately reconsider such ordinance.

Introduced: May 2, 2022

Adopted:

Published:

Effective:



City of Romulus

Clerk's Report – Ellen L. Craig-Bragg, Clerk

Council Meeting Held: **May 2, 2022**

Item No. B.

General Description: Request to change the purpose of May 9, 2022 Study Session - Approved on 4/11/2022.

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



MEMORANDUM

To: Honorable City Council

From: Ellen L. Craig-Bragg, City Clerk

Date: April 28, 2022

Re: Request to change purpose of 5/9/22 Study Session

At the April 11th Regular Meeting, Council approved a Study Session request by TIFA/DDA Director Merrie Druyor for May 9, 2022 at 6:45 p.m. to discuss the Brownfield Plan Proposal; however, additional time is needed for preparation of the proposal.

It is requested that Council to change the purpose of the May 9, 2022 Study Session to for a short presentation regarding the Redevelopment Ready Community Boards and Commissions Component Orientation and Training Strategy.

Please note: The start time of this study session will remain at 6:45 p.m. on May 9th.

MEMORANDUM

TO: Honorable City Council

FROM: Merrie Druyor, Economic Development Coordinator/Director of
Authorities for DDA and TIFA

DATE: April 27, 2022

SUBJECT: Study Session request regarding the Redevelopment Ready Community
Boards and Commission Component

I respectfully request to change the purpose of the study session to provide a short presentation regarding the Redevelopment Ready Community Boards and Commission Component Orientation and Training Strategy. A study session was previously approved at the April 11th Regular Meeting to discuss the Brownfields Plan Proposal; however, additional time was needed. Another study session request for the Brownfield Plan Proposal will be submitted for a later date. The revised purpose of the request for the thirty minute study session for Monday, May 9, 2022 at 6:45 p.m. is to provide a short presentation regarding the Redevelopment Ready Community Boards and Commissions Component Orientation and Training Strategy.

Information will be submitted at the meeting for review. If I can be of any further assistance to you regarding this matter, please contact me.



City of Romulus

Clerk's Report – Ellen L. Craig-Bragg, Clerk

Council Meeting Held: **May 2, 2022**

Item No. C.

General Description: Study Session Request for May 23, 2022, at 6:45 p.m.

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



MEMORANDUM

To: Honorable City Council

From: Ellen L. Craig-Bragg, City Clerk

Date: April 28, 2022

Re: May 23, 2022 Study Session Request

Merrie Druyor, TIFA/DDA Director, is requesting a 30 minute study session for May 23, 2022 at 6:45 p.m. to provide a short presentation regarding the Brownfield Plan Proposal.

The date and time are available for the request.

MEMORANDUM

TO: Honorable City Council

FROM: Merrie Druyor, Economic Development Coordinator/Director of
Authorities for DDA and TIFA

DATE: April 27, 2022

SUBJECT: Study Session request regarding the Brownfield Plan Proposal request
from Ashley Capital

I respectfully request a thirty minute study session for Monday, May 23, 2022 at 6:45 p.m. to provide a short presentation regarding the Brownfield Plan Proposal. The proposal from Ashely Capital is to discuss the rehabilitation of the previously owned city property formally known as City of Romulus Passive Park the property located behind Wick Elementary Parcel #80-028-99-0012-703.

Information will be submitted at the meeting for review. If I can be of any further assistance to you regarding this matter, please contact me.



City of Romulus

Clerk's Report – Ellen L. Craig-Bragg, Clerk

Council Meeting Held: **May 2, 2022**

Item No. **D.**

General Description: Second Reading & Final Adoption of Budget Amendment 21/22-12

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

**MOTION CARRIED
UNANIMOUSLY**

MOTION CARRIED

MOTION FAILED



MEMORANDUM

To: Honorable City Council

From: Ellen L. Craig-Bragg, City Clerk

Date: April 25, 2022

Re: 2nd Reading & Final Adoption of Budget Amendment 21/22-12

For Second Reading and Final Adoption of Budget Amendment 21/22-12 in the amount of \$100,000.00 to fund unforeseen expenditures in fuel and repair accounts.

This budget amendment was introduced at the Regular Meeting held on Monday, April 25, 2022.

MEMORANDUM

TO: Mayor Robert A. McCraight
FROM: Finance Department
DATE: 4/19/2022 VNT
SUBJECT: Budget Amendment 21/22 -12

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT</u> <u>FUND BALANCE</u>	<u>AMENDMENT</u>	<u>AMENDED</u> <u>BUDGET</u>
661 Motor Vehicle				
<u>Fund Balance</u>				
661-000-395.000	Retained Earnings	1,543,496	(100,000)	1,443,496
<u>Expense</u>				
661-258-870.000	Gas & Oil	215,000	90,000	305,000
661-258-933.100	Equip. Maint. Outsource	85,000	10,000	95,000
				400,000

To fund unforeseen expenditures in fuel and repairs accounts

BUDGET AMENDMENT FORM

INCREASE		DECREASE	
Account Number /Name	Amount	Account Number /Name	Amount
661-258-933.100 Equip. Maint. Outsource	\$ 10,000	661-000-395.000 Retained Earnings	\$ 10,000
Total	\$ 10,000		\$ 10,000

PURPOSE:

To cover higher than anticipated outsource repairs to fire trucks, DPW vehicles (including the backup backhoe) and Police vehicles.

W. Crush 4/18/2022

DATE: 4/14/2022

Department Head Signature: _____

Mayor's Authorization: _____

THIS FORM IS TO BE USED WHEN THE TOTAL AMOUNT OF EXPENDITURES WITHIN A DEPARTMENT IS REQUESTED TO BE INCREASED. IT REQUIRES PRIOR APPROVAL FROM THE MAYOR AND THE FINANCE DEPARTMENT WILL DETERMINE IF THE FUNDS ARE AVAILABLE EITHER FROM FUND BALANCE/RETAINED EARNINGS OR YOU MAY ALSO REQUEST FUNDS TO BE TRANSFERRED FROM ANOTHER ONE OF YOUR DEPARTMENTAL BUDGETS. THIS REQUEST REQUIRES COUNCIL APPROVAL.

BUDGET AMENDMENT FORM

INCREASE		DECREASE	
Account Number /Name	Amount	Account Number /Name	Amount
661-258-870.000 Gas & Oil	\$ 90,000	661-000-395.000 Retained Earnings	\$ 90,000
Total	\$ 90,000		\$ 90,000

PURPOSE:

To cover costs associated with an unforeseen rise in fuel costs. This will cover the costs of all City Vehicles, including Police and Fire Departments.

N. Crush 4/18/2022

DATE: 4/14/2022

Department Head Signature: _____

Mayor's Authorization: _____

THIS FORM IS TO BE USED WHEN THE TOTAL AMOUNT OF EXPENDITURES WITHIN A DEPARTMENT IS REQUESTED TO BE INCREASED. IT REQUIRES PRIOR APPROVAL FROM THE MAYOR AND THE FINANCE DEPARTMENT WILL DETERMINE IF THE FUNDS ARE AVAILABLE EITHER FROM FUND BALANCE/RETAINED EARNINGS OR YOU MAY ALSO REQUEST FUNDS TO BE TRANSFERRED FROM ANOTHER ONE OF YOUR DEPARTMENTAL BUDGETS. THIS REQUEST REQUIRES COUNCIL APPROVAL.



City of Romulus

Treasurer's Report

Council Meeting Held:

May 2, 2022

Item No. 7.

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Public Comment

Council Meeting Held:

May 2, 2022

Item No. 8.

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Unfinished Business

Council Meeting Held:

May 2, 2022

Item No. 9.

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

New Business

Council Meeting Held:
Item No. 10.

May 2, 2022

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Communication

Council Meeting Held:
Item No. 11

May 2, 2022

Councilperson Abdo: _____

Councilperson Barden: _____

Councilperson Roscoe: _____

Councilperson Talley: _____

Councilperson Wadsworth: _____

Councilperson Webb: _____

Councilperson Williams: _____



City of Romulus

Adjournment

Council Meeting Held:

May 2, 2022

Item No. 12

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED