# CITY OF ROMULUS – CITY COUNCIL
# REGULAR MEETING AGENDA
# October 3, 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, September 26, 2022, at 7:30 p.m.
   - **B.** Approval of Minutes from the Special Meetings held on Monday, September 26, 2022, at 6:00 p.m. to discuss Employee Matters (Study Session), at 6:45 p.m. to discuss the Quarterly Investment Report (Study Session), and at 7:15 p.m. to discuss Union Matters (Executive Session).
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.** Agreement and License for Romulus Athletic Club (Romulus Flyers)
   - **B.** Piggyback on GSA Contract GL-07F-173CA Security Camera System w/Audio Visual
6. **Clerk's Report – Ellen L. Craig-Bragg, Clerk**
   - **A.** Second Reading & Final Adoption of Zoning Map Amendment 1.258 for RZ-2022-002; Salvation Army (Romulus Development LLC)
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: **October 3, 2022**

Item No. A.
General Description: Approval of Agenda

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**Resolution No. _____**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| *Moved by:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Seconded by:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |

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| | | | | | | | |
|---|---|---|---|---|---|---|---|
| *Ayes:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Nays:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Abstain:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

# *City of Romulus*

## *Minutes*

Council Meeting Held: **October 3, 2022**

Item No. A.

General Description: Approval of Minutes from the Regular Meeting held on Monday, September 26, 2022, at 7:30 p.m.

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**Resolution No. _____**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| *Moved by:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Seconded by:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |

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| | | | | | | | |
|---|---|---|---|---|---|---|---|
| *Ayes:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Nays:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Abstain:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

# MINUTES OF THE REGULAR ROMULUS CITY COUNCIL MEETING

**September 26, 2022**

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

**The meeting was called to order at 7:35 p.m. by Mayor Pro-Tem John Barden.**

**Pledge of Allegiance**

**Roll Call**

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

**Administrative Officials in Attendance:**
Robert McCraight, Mayor
Stacy Paige, Treasurer
D'Sjonaun Hockenhull, Deputy Clerk
**Administrative Staff in Attendance:**
Stephen Hitchcock - City Attorney; Roberto Scappaticci - DPW Director; Carol Maise - City Planner; Maria Lambert - Director of Resident Services & CDBG Program; Kevin Losen - Director of Human Resources

**1. Agenda**

**A.** Moved by **Tina Talley**, seconded by **Kathy Abdo** to accept the agenda as presented.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Williams
Nays - None
**Motion Carried Unanimously**

**2. Minutes**

**A.** **Res. #22-246** Moved by **William Wadsworth**, seconded by **Tina Talley** to approve the Minutes from the Regular Meeting held on Monday, September 12, 2022, at 7:30 p.m.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Williams
Nays - None
**Motion Carried Unanimously**

**B.** **There were no special meetings held on Monday, September 12, 2022.**

**3. Petitioner**

**A,** **Res. #22-247** Moved by **Celeste Roscoe**, seconded by **Tina Talley** to concur with the recommendation of the Planning Commission and approve the first reading and introduction of Zoning Map Amendment 1.258 for RZ-2022-002; Salvation Army as requested by Romulus Development, LLC to rezone 18.27 acres of property at 5931 Middlebelt Road, Parcel ID# 80-002-99-0020-703, from R-M, Multiple-Family Residential to M-1, Light Industrial.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth
Nays - Abdo, Williams
**Motion Carried.**

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

**Res. #22-248** Moved by **Kathy Abdo**, seconded by **Virginia Williams** to adopt a memorial resolution for the family of Debbie Dick.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Williams
Nays - None
**Motion Carried Unanimously**

**Res. #22-249** Moved by **Kathy Abdo**, seconded by **Virginia Williams** to concur with the recommendation of the Administration and to authorize the Mayor and Clerk to enter into a Memorandum of Understanding between the City of Romulus and the Police Officers Labor Council of Michigan, modifying the process outlined in the Collective Bargaining Agreement for the creation of a promotional eligibility list for Police Lieutenant. The M.O.U. will expire on June 30, 2023, and all other provisions of the C.B.A. shall remain in effect.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Williams
Nays - None
**Motion Carried Unanimously**

**Res. #22-250** Moved by **Kathy Abdo**, seconded by **Virginia Williams** to adopt a memorial resolution for the family of Margaret Meyer.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Williams
Nays - None
**Motion Carried Unanimously**

**A.** Moved by **Celeste Roscoe**, seconded by **Virginia Williams** to accept the Chairperson's Report.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Williams
Nays - None
**Motion Carried Unanimously**

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

**A.** **Res. #22-251** Moved by **Kathy Abdo**, seconded by **Tina Talley** to concur with the Administration and approve the revised sub-recipient agreement with Wayne County, for HUD Community Development Block Grant (CDBG) for the FYs 2021 to 2026.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Williams
Nays - None
**Motion Carried Unanimously**

**B.** **Res. #22-252** Moved by **William Wadsworth**, seconded by **Tina Talley t**o concur with the Administration and legal counsel and adopt the amended Employee Policy and Procedure Manual – Policy #17 and Policy #18.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Williams
Nays - None
**Motion Carried Unanimously**

**C.** **Res. #22-253** Moved by **Celeste Roscoe**, seconded by **Tina Talley** to concur with the Administration and increase awarded Bid ITB 21/22-06 to Blue Ribbon Contracting, Inc. by $31,250.00 to cover additional costs of abatement of hazardous materials. This will bring the total award to $113,970.00, which is the initial $82,720.00 and the $31,250.00 increase.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Williams
Nays - None
**Motion Carried Unanimously**

**D.** **Res. #22-254** Moved by **Celeste Roscoe**, seconded by **William Wadsworth** to concur with the Administration and consent to piggyback on the Sourcewell contract #110421-CMW for the purchase of a Ditch Witch D10 Bore Machine from Ditch Witch Sales of Michigan for a total of $177,437.36.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Williams
Nays - None
**Motion Carried Unanimously**

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

Deputy Clerk Hockenhull announced the rain dates for the Fall Citywide Yard Sale and reminded residents about absentee ballot voting for the upcoming general election.

**7. Treasurer's Report – Stacy Paige, Treasurer**

Treasurer Paige reminded residents that summer taxes are due September 30th and afterward her office will begin work on winter taxes.

**8. Public Comment**

A resident addressed the City Council regarding blind spots on city roads and water bill notifications.

**9. Unfinished Business**

Councilperson Williams inquired of the City Attorney regarding the Veterans' Memorial Monument and a business housed in a city-owned building.

**10. New Business** - None

**11. Warrant**

**A.** **Res. #22-255** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve Warrant #: 22-18 for checks presented in the amount of $1,357,612.03.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Williams
Nays - None
**Motion Carried Unanimously**

**12. Communication**

Councilperson Talley commented on past city/community events. Councilperson Abdo commented on an upcoming community event. Councilperson Williams reminded residents that Forgotten Harvest will be at the high school every Tuesday. Councilperson Barden inquired about the redevelopment-ready status of the City.

**13. Adjournment**

Moved by **William Wadsworth**, seconded by **Tina Talley** to adjourn the meeting at 9:02 p.m.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, 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 September 26, 2022.

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

# *City of Romulus*

## *Minutes*

Council Meeting Held: **October 3, 2022**

Item No. B.

General Description: Approval of Minutes from the Special Meetings held on Monday, September 26, 2022, at 6:00 p.m. to discuss Employee Matters (Study Session), at 6:45 p.m. to discuss the Quarterly Investment Report (Study Session), and at 7:15 p.m. to discuss Union Matters (Executive Session).

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**Resolution No. _____**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| *Moved by:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Seconded by:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |

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| | | | | | | | |
|---|---|---|---|---|---|---|---|
| *Ayes:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Nays:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Abstain:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |

MOTION CARRIED UNANIMOUSLY | MOTION CARRIED | MOTION FAILED

**MINUTES OF THE ROMULUS CITY COUNCIL SPECIAL MEETING – STUDY SESSION**
**September 26, 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: Kathy Abdo** (attended meeting at 6:03 p.m.)**, John Barden, Celeste Roscoe, Tina Talley, William Wadsworth, Virginia Williams**
   **Absent / Excused: Eva Webb**

   **Administrative Officials in Attendance:**
   Robert McCraight, Mayor
   Stacy Paige, Treasurer
   D'Sjonaun Hockenhull, Deputy Clerk
   **Administrative Staff in Attendance:**
   Stephen Hitchcock - City Attorney; Kevin Losen - Human Resources Director; Angela Bennett - Asst. Human Resources Director

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

   Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Williams
   Nays - None
   **Motion Carried Unanimously**
   For the record, Councilperson Abdo attended the meeting at 6:03 p.m.

3. **Discussion: Employee Matters**
   Director Losen and Asst. Director Bennett led the discussion. Director Losen reviewed the changes to Policy #17 and Policy #18 of the Employee Policy and Procedure Manual. A comparison chart was given to Council members to easily show the difference between the current provisions and the proposed revisions of both policies. Asst. Director Bennett gave a scenario to show potential savings to the City.

4. **Public Comment:** A resident inquired about the impact on retirees' health care with the proposed changes.

5. Moved by **Celeste Roscoe**, seconded by **Virginia Williams** to adjourn the Special Meeting at 6:24 p.m.

   Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, 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 Special Meeting – Study Session of the Romulus City Council held on September 26, 2022.

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

**MINUTES OF THE ROMULUS CITY COUNCIL SPECIAL MEETING- STUDY SESSION**
**September 26, 2022**
Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174

**The meeting was called to order at 6:45 p.m. by Mayor Pro-Tem John Barden.**

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

   **Administrative Officials in Attendance:**
   Robert McCraight, Mayor
   Stacy Paige, Treasurer
   D'Sjonaun Hockenhull, Deputy Clerk
   **Administrative Staff in Attendance:**
   Stephen Hitchcock - City Attorney

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

   Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Williams
   Nays - None
   **Motion Carried Unanimously**

3. **Discussion: Quarterly Investment Report**
   The discussion was led by Greg Prost, Chief Investment Officer for Robinson Capital Management. Mr. Prost reviewed the Investment Performance of the City for the quarter ending on June 30, 2022. He briefly discussed the market trends and anticipated impact of the increase in interest rates from the Federal Reserve. Mr. Prost concluded with a review of the City's investment portfolio.

4. **Public Comment:** None

5. Moved by **William Wadsworth**, seconded by **Celeste Roscoe** to adjourn the Special Meeting at 7:14 p.m.

   Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, 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 Special Meeting – Study Session. of the Romulus City Council held on September 26, 2022.

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

**MINUTES OF THE ROMULUS CITY COUNCIL SPECIAL MEETING – EXECUTIVE SESSION**
**September 26, 2022**
Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174

**The meeting was called to order at 7:15 p.m. by Mayor Pro-Tem John Barden.**

1. **Roll Call**
   **Present: Kathy Abdo, John Barden, Celeste Roscoe, Tina Talley, William Wadsworth, Virginia Williams**
   **Absent / Excused: Eva Webb**
   **Administrative Officials in Attendance:**
   Robert McCraight, Mayor
   Stacy Paige, Treasurer
   D'Sjonaun Hockenhull, Deputy Clerk
   **Administrative Staff in Attendance:**
   Stephen Hitchcock - City Attorney; Kevin Losen - Director of Human Resources.
2. Moved by **Tina Talley**, seconded by **Kathy Abdo** to accept the Special Meeting - Executive Session Agenda as presented.

   Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Williams
   Nays - None
   **Motion Carried Unanimously**
3. Moved by **Kathy Abdo**, seconded by **Tina Talley** to convene to closed session to discuss union matters.

   Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Williams
   Nays - None
   **Motion Carried Unanimously**
4. **Discussion: Union Matters**
   NO BUSINESS WAS CONDUCTED DURING CLOSED SESSION
5. **Clerk's review closed session minutes, City Clerk**
6. A motion to reconvene into open session was unanimously carried.
7. **Public Comment :** None
8. Moved by **Virginia Williams**, seconded by **Celeste Roscoe** to adjourn the Special Meeting at 7:29 p.m.

   Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, 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 Special Meeting – Executive Session of the Romulus City Council held on September 26, 2022.

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

# *City of Romulus*

# *Petitioner*

Council Meeting Held: **October 3, 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: **October 3, 2022**

Item No. A.
General Description: Approval of the Chairperson's Report

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**Resolution No. _____**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| *Moved by:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Seconded by:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |

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| | | | | | | | |
|---|---|---|---|---|---|---|---|
| *Ayes:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Nays:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Abstain:* | 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: **October 3, 2022**

Item No. A.
General Description: Agreement and License for Romulus Athletic Club (Romulus Flyers)

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**Resolution No. _____**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| *Moved by:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Seconded by:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |

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| | | | | | | | |
|---|---|---|---|---|---|---|---|
| *Ayes:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Nays:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Abstain:* | 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:** Agreement and License for Romulus Athletic Club - (Romulus Flyers)

**DATE:** September 27, 2022

I concur with the recommendation of Colleen Dumas, Recreation Department Director, and at the recommendation of Legal counsel, I respectfully request Council authorize the Mayor and Clerk to enter into the attached agreement with the Romulus Athletic Club to allow the use of Elmer Johnson Park for the purpose of football practice, football games and end of season clean up from October 5, 2022 through November 11, 2022.

Motion by_____, supported by _____, to concur with the administration and authorize the Mayor and Clerk to enter into the attached agreement with the Romulus Athletic Club to allow the use of Elmer Johnson Park for the purpose of football practice, football games and end of season clean up from October 5, 2022 through November 11, 2022.

INTEROFFICE MEMORANDUM

**TO:** Mayor Robert A. McCraight

**FROM:** Colleen Dumas, Recreation Director

**SUBJECT:** Agreement and License for Romulus Athletic Club – (Romulus Flyers)

**DATE:** September 27, 2022

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As in past years, John Wester of the Romulus Flyers has requested to use Elmer Johnson Park for football games and practices.

I have reviewed and received approval of the attached agreement from our legal Counsel Steve Hitchcock. Should you concur, I respectfully request you forward this document to City Council for approval on October 3, 2022. Coach Wester would like to begin use of Elmer Johnson Park on October 5, 2022 through November 11, 2022, Monday – Sunday from 4:00pm – 10:00pm.

If I can provide any further information, please do not hesitate to contact me.

Cc: Julie Wojtylko, Chief of Staff

Mike Laskaska, Director of Communication and Community Services

## AGREEMENT AND LICENSE

The City of Romulus is a governmental entity with various parks within it. The Romulus Athletic Club (hereinafter called "Athletic") is an association recreation group affiliated with the Downriver Junior Football League located at P.O. Box 575, Romulus, Michigan, represented by John Wester. Athletic desires to use the facility commonly known as City of Romulus Elmer Johnson Park, located at 9755 Ozga, in the City of Romulus. The City is amenable to allowing such use, as outlined hereinafter, but wishes to have no responsibility of the care and maintenance of the Park except for grass cutting, or be held liable in any way to any third party or others.

It is hereby understood that Athletic shall be allowed the nonexclusive use of the City of Romulus Elmer Johnson Park between the months of October 5, 2022 through November 11, 2022, Monday through Sunday, from 4:00 p.m. to 10:00 p.m., for football practices and for football games.

The City makes no representation as to the condition of the grounds, and Athletic agrees to maintain the grounds, including but not limited to any and all marking, dragging/grading and cleanup during the period of October 5, 2022 through November 11, 2022. In addition, Athletic shall be responsible for any electric bills incurred at the park for such 1 month and will use their own porta-johns.

For allowing such use and such license by the City, Athletic shall hold harmless and indemnify the City of Romulus, its employees and agents from any and all causes of action in any fashion related to the use of such and agrees to include the City of Romulus as a named insured within its insurance policy for coverage of not less than $1,000,000 per person/$1,000,000 per incident for bodily injury, and further has supplied additional coverage through the Downriver Junior Football League.

It is further understood that any improvements to the property or items attached to the property by Athletic shall belong to and be the property of City of Romulus upon the expiration of the term stated heretofore.

Use of Elmer Johnson Park to include Field B to be shared with Recreation Department programs and use of Field A grass area only. Any damages to the grass will be at the expense of the Athletic group and if rain occurs during their practice time, that they will use judgment not to damage the grass.

It is understood that the City of Romulus does not plan to maintain the park in any fashion during this term except for grass cutting.

It is further understood that while underage children shall be using this facility, the City of Romulus is not participating in the supervision of such children, monitoring of their health conditions or selection process or the equipment such children and/or the coaches would use, and as part of the hold harmless portion of this Agreement, Athletic will indemnify the City and hold it harmless from and against any and all claims, actions or causes of action resulting from any and all activities of the children or claims by anyone relative to such activities of whatever nature.

The parties signing hereto acknowledge that they have authority to enter into this Agreement and execute the same on behalf of their respective entities.

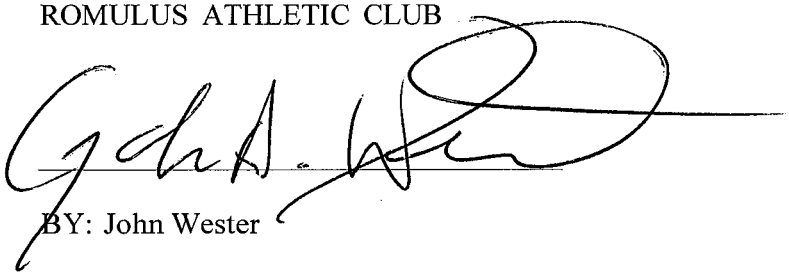
It is further understood that this shall be interpreted as if drafted by both parties.

It is further understood that jurisdiction over the subject matter of this Agreement shall be in Michigan.

It is further understood that if any portion of this Agreement is to be invalid, the remainder shall be valid and enforceable.

Executed this ___ day of _____2022.

ROMULUS ATHLETIC CLUB



BY: John Wester

Its:

City of Romulus

_____

By: Mayor Robert A. McCraight

Its: Mayor

_____

By: Ellen Craig-Bragg

Its: City Clerk

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 05/06/2022

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

| PRODUCER | CONTACT NAME: Joseph Micciche | |
|---|---|---|
| ESP Insurance Brokerage, LLC<br>306 Main Street<br>Worcester MA 01608 | PHONE (A/C, No, Ext): (877) 670-2377 | FAX (A/C, No): |
| | E-MAIL ADDRESS: joe.micciche@espspecialty.com | |
| | INSURER(S) AFFORDING COVERAGE | NAIC # |
| | INSURER A : Houston Casualty Company | 42374 |
| INSURED<br>DOWNRIVER JUNIOR FOOTBALL LEAGUE<br>6150 4TH ST<br>ROMULUS MI 48174 | INSURER B : Great American Ins Co. (IL) | |
| | INSURER C : AIG Insurance | |
| | INSURER D : Philadelphia Indemnity Insurance Co. | |
| | INSURER E : | |
| | INSURER F : | |

**COVERAGES** **CERTIFICATE NUMBER:** CL225615650 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| A | [X] COMMERCIAL GENERAL LIABILITY<br>[ ] CLAIMS-MADE [X] OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br>[ ] POLICY [ ] PRO-JECT [ ] LOC<br>[ ] OTHER: | Y | | H22AS00007 | 06/01/2022 | 06/01/2023 | EACH OCCURRENCE<br>DAMAGE TO RENTED PREMISES (Ea occurrence)<br>MED EXP (Any one person)<br>PERSONAL & ADV INJURY<br>GENERAL AGGREGATE<br>PRODUCTS - COMP/OP AGG<br>Employee Benefits | $ 1,000,000<br>$ 300,000<br>$<br>$ 1,000,000<br>$ 5,000,000<br>$ 5,000,000<br>$ |
| | AUTOMOBILE LIABILITY<br>[ ] ANY AUTO<br>[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS<br>[ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY | | | | | | COMBINED SINGLE LIMIT (Ea accident)<br>BODILY INJURY (Per person)<br>BODILY INJURY (Per accident)<br>PROPERTY DAMAGE (Per accident) | $<br>$<br>$<br>$ |
| | [ ] UMBRELLA LIAB [ ] OCCUR<br>[ ] EXCESS LIAB [ ] CLAIMS-MADE<br>[ ] DED [ ] RETENTION $ | | | | | | EACH OCCURRENCE<br>AGGREGATE | $<br>$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] N/A<br>(Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below | N/A | | | | | [ ] PER STATUTE [ ] OTH-ER<br>E.L. EACH ACCIDENT<br>E.L. DISEASE - EA EMPLOYEE<br>E.L. DISEASE - POLICY LIMIT | <br>$<br>$<br>$ |
| B | D&O EPL CYB | | | eppe684488 | 06/01/2022 | 06/01/2023 | | SEE REMARKS |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

THE CERTIFICATE HOLDER is added as an additional insured with respects to general liability coverage but only with respect to liability arising out of the operations of the named insureds league.
Sexual Abuse / Molestation limits are as follows: $1,000,000 EACH OCCURRENCE / $2,000,000 AGGREGATE
THIS POLICY DOES NOT EXCLUDE CONCUSSIONS

**CERTIFICATE HOLDER**

City of Romulus
11111 Wayne Rd.
Romulus MI 48174

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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AGENCY CUSTOMER ID: 00019650

LOC #:

# ADDITIONAL REMARKS SCHEDULE



| AGENCY | NAMED INSURED |
|---|---|
| ESP Insurance Brokerage, LLC | |
| POLICY NUMBER | |
| CARRIER / NAIC CODE | EFFECTIVE DATE: |

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**

**FORM NUMBER:** 25 **FORM TITLE:** Certificate of Liability Insurance

YOUTH CAT INS MEDICAL COVERAGE
CARRIER: AIG
POLICY NUMBER: SRG0009158709
POLICY PERIOD: 06/01/2022 – 06/01/2023

Accidental Death, Accidental Dismemberment (AD&D) Benefit: $15,000 Maximum amount
Incurral Period: 365 days
Aggregate Limit $50,000
Accident Medical Expense Benefit: $1,000,000
Deductible: $250 per accident
Dental Maximum: $250 per tooth/per accident
Incurral Period 30 days after date of injury
Benefit Payout Period: payable only for such charges incurred within 52 weeks after the date of the accident causing the Injury

COACHES MEDICAL COVERAGE
CARRIER: PHILADELPHIA INSURANCE CO
POLICY NUMBER: PHPA014735
POLICY PERIOD: 06/01/2022 – 06/01/2023

BENEFIT(S) LIMITS:
Accidental Death & Dismemberment $25,000 Maximum
Accident Medical Expense Benefit $100,000 Limit
Deductible $0 per accident
Benefit Period 52 weeks after date of injury

CRIME PROTECTION
CARRIER: TOKIO MARINE / HOUSTON CASUALTY
POLICY NUMBER: H22AS00007
POLICY PERIOD: 06/01/2022 – 06/01/2023

Crime / Employee Theft Limit: $ 25,000
Deductible $500

DIRECTORS & OFFICERS
CARRIER: GREAT AMERICAN
POLICY NUMBER: EPPE
POLICY PERIOD: 06/01/2022 – 06/01/2023

Directors & Officers Limit $1,000,000
Retention $1,000
Aggregate Limit $1,000,000
Employers Practice Liability $1,000,000
Cyber Liability $100,000

EVIDENCE OF INSURANCE FOR ROMULUS FLYERS


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# *City of Romulus*

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

Council Meeting Held: **October 3, 2022**

Item No. B.

General Description: Piggyback on GSA Contract GL-07F-173CA Security Camera System w/Audio Visual

---

**Resolution No. _____**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| *Moved by:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Seconded by:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |

---

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| *Ayes:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Nays:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Abstain:* | 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:** Piggyback on GSA Contract GL-07F-173CA Security Camera System w/Audio Visual Interview Rooms for Romulus Police Department

**DATE:** September 27, 2022

---

I concur with the recommendation of Derran Shelby, Deputy Police Chief and Gary Harris, Purchasing Director, and respectfully request Council's authorization to piggyback on the GSA contract GL-07F-173CA for the purchase of a new CCTV System from Actron Security Alarm Systems, Inc. for a total of $56,875.14.

Maria Farris, Finance Director, has verified that funds for the purchase are currently available in the Federal Forfeiture Law Enforcement Fund, Capital Outlay Expense account #267-301-970.000.

Motion by_____, supported by _____, to concur with the administration and consent to piggyback on the GSA contract GL-07F-173CA for the purchase of a new CCTV System from Actron Security Alarm Systems, Inc. for a total of $56,875.14.

# MEMORANDUM

**DATE:** September 27, 2022
**TO:** Mayor Robert A. McCraight
**FROM:** Gary Harris, Purchasing Director
**SUBJECT:** Piggyback on GSA Contract GL-07F-173CA Security Camera System w/ Audio-Visual Interview Rooms for Romulus Police Department

The City of Romulus Police Department has requested to replace their in station camera system that has reached end of life, is no longer under warranty, and lacks audio capabilities. As a government entity we are able to piggyback on GSA (General Services Administration) contract GL-07F-173CA for CCTV (Closed Circuit Television). This contract was awarded to Actron Security Alarm Systems June 16, 2020 and expires June 15, 2025.

The General Services Administration (GSA) is an independent agency of the United States government established in 1949 to help manage and support the basic functioning of federal agencies. GSA supplies products and communications for U.S. government offices, provides transportation and office space to federal employees, and develops government-wide cost-minimizing policies and other management tasks.

Please be advised that the City is not required to solicit competitive bids for this purchase under the exception to competition clause of the Romulus Purchasing Ordinance which allows for the piggybacking on a contract solicited and awarded by another agency and as further outlined in in subsection 39-11(d)(10) of the Ordinance:

> "The city's procurement by competitive sealed bids shall be waived and the city may piggyback on an existing extendable contract, where the materials, services or goods in combination with services are purchased from a state or local governmental agency's bid that has been sufficiently advertised and was the subject of sealed bids so that in the opinion of the purchasing director or their designee the procedure meets the intent of competitive sealed bidding under this chapter."

It is the recommendation of myself and Deputy Chief Derran Shelby to proceed with this purchase. If you concur, please request Council's permission to piggyback on the GSA contract GL-07F-173CA for the purchase of a new CCTV System from Actron Security Alarm Systems, Inc. for a total of $56,875.14

Maria Farris, Financial Services Director, has verified that funds for this purpose are currently available in the Federal Forfeiture Law Enforcement Fund, Capital Outlay Expense Account (267-301-970.000).

If I can be of any further assistance to you regarding this matter, please contact me.

Gary Harris
Purchasing Director

**ROMULUS POLICE DEPARTMENT**

# Memo

**To:** Gary Harris, Director Purchasing
**From:** Derran Shelby, Deputy Chief DS
**Cc:** Robert Pfannes, Chief
**Date:** 9/22/2022
**Re:** Upgraded Security Camera System w/ Audio-Visual Interviews rooms-RPD

---

We need to replace our current in station camera system that has reached end of life and is no longer under warranty and lacks audio capabilities. This new system will be a brand new state-of-the-art CCTV system capable of providing audio footage in our lobby and detention areas. This system would save cloud storage space, reduce costs, and add long term retentions capabilities. The included redaction software and ease of storage and video retrieval will be useful when processing FOIA requests.

This system will also provide daily security monitoring audio/video of our lock-up, interactions with the public, as well as, monitoring the interior and exterior of the building. This upgraded system will also replace our aging and outdated interview and recording room audio/video system so that we remain in compliance with Public Act 479.

It is of significant public interest that the Romulus Police Department continue to be as open and transparent as possible with our interactions with the public. Finally we are one of only a few accredited agencies in the State of Michigan and this upgrade will allow us to remain in compliance with these standards.

The quote as submitted by Actron Security Alarm Systems meets our operational requirements and covers all the recommended standards set forth by the Michigan Commission on Law Enforcement Standards (MCOLES).

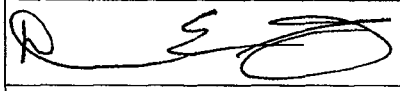
**COSTS:**
Costs $56,875.14

**RECOMMENDATION:**
I am recommending that we piggyback on GSA contract # GL-07F-173CA and award the aforementioned to Actron Security Alarm Systems in the amount of $56,875.14.

If you concur please request Council's permission to purchase the Law-Enforcement Audio/Visual Recording System.

**Funds Verification**
Marie Farris, Finance Director, has verified that the funds are currently available for the acquisition in the Federal Forfeiture Fund, Police Department, 267.301.970.000.

# FUNDS VERIFICATION FORM

| |
|---|
| **DEPARTMENT:**<br>Romulus Police |
| **FUND NAME:**<br>Federal Forfeiture |
| **ACCOUNT NUMBER/S:**<br>267.301.970.000 |
| **PURPOSE FOR REQUEST:**<br><br>Security Camera System w/audio including interview rooms |
| **AMOUNT OF EXPENDITURE:**<br><br>$56,875.14 |
| **SIGNATURE OF DEPARTMENT HEAD:**<br>  |
| **FUNDS CURRENTLY AVAILABLE:**<br>$55,000. Remaining $1875.14 covered via intra-fund transfer from GL#267.301.730.000 |
| **FINANCE DEPARTMENT APPROVAL:**<br>**Maria Farris** |
| **DATE:** **September 23,2022** |

F:\Request to Purchase Items\CCTV 2022 funds verify.DOC

# Quote

## ACTRON SECURITY ALARM SYSTEMS, INC

| TIN | Date | Estimate # |
|---|---|---|
| 38-1971700 | 7/21/2022 | 216 |

**GS-07F-173CA**
**CAGE: 39WY0**
**1056 Dix Hwy.**
**Lincoln Park, MI 48146**

| Phone # | 313-383-0770 |
|---|---|

**Bill To**

City of Romulus
11165 Olive Street
Romulus, MI 48174

**Ship To**

City of Romulus
11165 Olive Street
Romulus, MI 48174

| Rep | FZ |
|---|---|

DUNS #: 10-051-2222

| Terms | 0% Net 30 |
|---|---|
| RFQ | |

| SIN | Part # | Description | Qty | Price Per Unit | Unit Total |
|---|---|---|---|---|---|
| Open Market | VMA-AS3-8P4-NA | HD Video Appliance 8-port 4TB unit, NA. ACC license sold seperately | 1 | 2,550.00 | 2,550.00 |
| 334220 | ACC7-ENT | ACC 7 Enterprise Edition camera license | 2 | 286.30 | 572.60 |
| 334220 | 2.0C-H5SL-D1 | 2.0 MP, WDR, LightCatcher, Day/Night, Indoor Dome, 3-9mm f/1.4 | 2 | 412.85 | 825.70 |
| Open Market | | 27" Monitor | 1 | 265.00 | 265.00 |
| Open Market | | Microphone Amp and 2 Microphones | 2 | 150.00 | 300.00 |
| 541330L | | Senior Field Technician | 25 | 119.65 | 2,991.25 |
| Misc | | GSA Contract Number GS-07F-173CA , Contract Period June 16, 2020 thru June 15, 2025 | | | |
| Misc | | All part and Materials have a 36 month warranty / Labor has a 12 month warranty | | | |

**Total** $7,504.55

# Quote

## ACTRON SECURITY ALARM SYSTEMS, INC

| TIN | Date | Estimate # |
|---|---|---|
| 38-1971700 | 7/21/2022 | 217 |

**GS-07F-173CA**
**CAGE: 39WY0**
**1056 Dix Hwy.**
**Lincoln Park, MI 48146**

| Phone # | 313-383-0770 |
|---|---|

**Bill To**

City of Romulus
11165 Olive Street
Romulus, MI 48174

**Ship To**

City of Romulus
11165 Olive Street
Romulus, MI 48174

| Rep | | DUNS #: 10-051-2222 | Terms | 0% Net 30 |
|---|---|---|---|---|
| | | | RFQ | |

| SIN | Part # | Description | Qty | Price Per Unit | Unit Total |
|---|---|---|---|---|---|
| Open Market | NVR4-VAL-16TB-NA | NVR4 Value 16TB, 1U Rack Mount, Windows 10, NA | 1 | 4,131.00 | 4,131.00 |
| Open Market | USW-Pro-48-POE | 48-port switch with (40) 802.3a | 1 | 1,099.00 | 1,099.00 |
| 334220 | ACC7-STD | ACC 7 Standard Edition camera license | 24 | 162.89 | 3,909.36 |
| Open Market | 3.0C-H5A-CR1-IR | H5A, Corner, CRS, 3.0 MP WDR, 3-9mm, IR | 3 | 849.61 | 2,548.83 |
| Open Market | 1.3C-H5A-CR1-IR | 1.3 MP, WDR, LightCatcher, Day/Night, Indoor Dome, 3-9mm | 11 | 254.89 | 2,803.79 |
| 334220 | 4.0C-H5A-BO1-IR | 4.0 MP WDR, LightCatcher, 3.3-9mm f/1.3 P-iris lens, Integrated IR, Next-Generation Analytics | 9 | 1,150.10 | 10,350.90 |
| Open Market | H4-BO-JBOX1 | Bullet Junction Box for H5A/H4A Bullet Cameras | 9 | 63.72 | 573.48 |
| 334220 | 2.0C-H5SL-DO1-IR | 2.0 MP, WDR, LightCatcher, Day/Night, Outdoor Dome, 3.1-8.4mm f/1.6, Integrated IR | 1 | 523.62 | 523.62 |
| Open Market | 8130PL-6PUPNFP | Cat6 Plenum Purple | 4 | 264.00 | 1,056.00 |
| Open Market | Actron Workstation, C27F390FHN | Actron CCTVWorkstation with 27" Monitor | 1 | 2,000.00 | 2,000.00 |
| Open Market | | Cables, Connectors, and Supplies | 1 | 200.00 | 200.00 |
| Open Market | B01FKOW4LS | Wall Mount Data Rack | 1 | 214.65 | 214.65 |
| Open Market | UN43AU8000FXZA, MD2268-LK | 43" Monitor with Mount | 2 | 407.98 | 815.96 |
| 541330L | | Senior Field Technician | 160 | 119.65 | 19,144.00 |
| Misc | | GSA Contract Number GS-07F-173CA, Contract Period June 16, 2020 thru June 15, 2025 | | | |
| Misc | | All part and Materials have a 36 month warranty / Labor has a 12 month warranty | | | |

**Total** $49,370.59

# *City of Romulus*

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

Council Meeting Held: **October 3, 2022**

Item No. A.

General Description: Second Reading & Final Adoption of Zoning Map Amendment 1.258 for RZ-2022-002; Salvation Army (Romulus Development LLC)

---

**Resolution No. _____**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| *Moved by:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Seconded by:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |

---

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| *Ayes:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Nays:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |
| *Abstain:* | Abdo | Barden | Roscoe | Talley | Wadsworth | Webb | Williams |

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

# MEMORANDUM

**To:** **Honorable City Council**

**From:** **Ellen L. Craig-Bragg, Clerk**

**Date:** **October 3, 2022**

**Re:** **Second Reading & Final Adoption of Zoning Map Amendment 1.258**

---

**For second reading and final adoption of Zoning Map Amendment 1.258 for RZ-2022-002; Salvation Army as requested by Romulus Development, LLC to rezone 18.27 acres of property at 5931 Middlebelt Road, Parcel ID#80-002-99-0020-703, from R-M, Multiple-Family Residential to M-1, Light Industrial.**

**This zoning map amendment was introduced at the September 26th Regular Council Meeting.**

PLANNING COMMISSION SUMMARY REPORT TO THE CITY COUNCIL

# RZ-2022-002; Salvation Army (Romulus Development, LLC) Rezoning

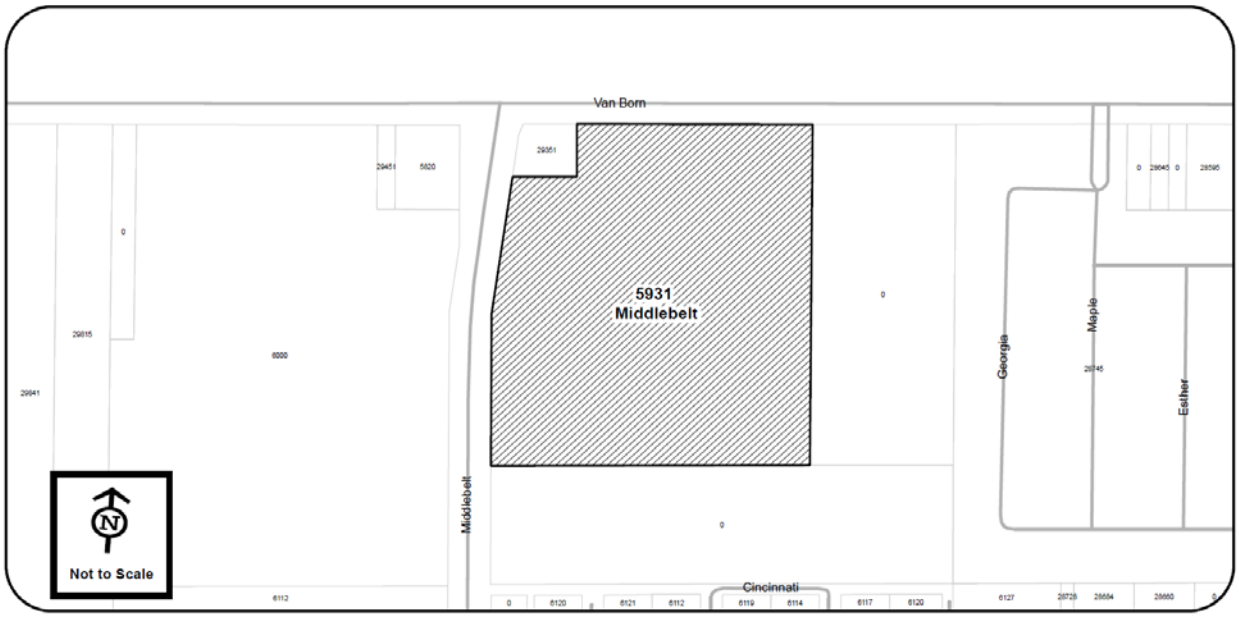
Issued by Carol Maise, City Planner

12600 Wayne Road, Romulus MI 48174 Phone: (734) 955-4530 www.romulusgov.com

| | |
|---|---|
| **DATE**: | September 21, 2022 |
| **SUBJECT**: | RZ-2022-002; **Salvation Army (Romulus Development LLC) Rezoning** |
| **LOCATION**: | 5931 Middlebelt (Parcel ID #80-002-99-0020-703) |
| **TYPE OF REVIEW:** | Zoning Map Amendment (Rezoning) |
| **REQUEST:** | To rezone 18.37 acres from **R-M, Mulitiple-Family Residential District** to **M-1, Light Industrial District** |
| **APPLICANT:** | Masoud Yono on behalf of Romulus Development, LLC |

## BACKGROUND

The applicant, Romulus Development, LLC is seeking a rezoning from R-M, Multiple-Family Residential to M-1, Light Industrial to allow for the redevelopment of the former Salvation Army property for light industrial uses. The property is located on the south side of Van Born Road and east side of Middlebelt Road. Surrounding zoning includes M-1, Light Industrial to the south and east and C-3, Highway Commerical at the corner of Van Born and Middlebelt Roads. The site was previous used as the Salvation Army Rehabiliation Center.




The rezoning application has been reviewed by the ARC committee including MKSK, the City's planning consultant. The Planning Commission held a public hearing on the rezoning request on August 15, 2022. There were no comments from the public at the hearing. The Planning Commission discussed intended use, redevelopment of the property, traffic generation; and wetlands.

## PLANNING COMMISSION ACTION ON REZONING

At the August 15, 2022 meeting, after a public hearing and based on the findings for the City's rezoning criteria (*Section 23.04*) outlined in the MKSK report dated August 11, 2022, the Planning Commission took the following action:

***MOTION by Frederick, support by Long,*** *to recommend* ***approval*** *to City Council RZ-2022-002; Romulus Development LLC – fka Salvation Army Property, 4931 Middlebelt, (Parcel # 80-002-99-0020-703), applicant Masoud Yono, Romulus Development LLC and Jim Butler, PEA Group, request for an amendment to the City of Romulus Zoning Map to rezone 18.37 acres from RM, Multiple Family to M-1, Light Industrial, with the following findings and conditions as listed in the August 11, 2022 MKSK review letter:*

1. *That in general, the application is generally consistent with the recommendations in the City's Master Plan.*
2. *The rezoning of the property is required to permit the proposed warehousing use which will include two adjacent parcels that are already zoned M-1.*
3. *Middlebelt Road and Van Born Road can support the proposed use. Sewer and water are also available to the site.*
4. *In future submittals for re-occupancy or redevelopment, truck traffic will be analyzed further to determine any necessary improvements associated with the proposed use and user.*
5. *Further study as part of the site plan approval process will be needed to evaluate the presence of regulated wetlands on the property and whether or not a mitigation/preservation plan should be included as part of the site plan submittal, to ensure that the wetlands are partially preserved and/or mitigated to another appropriate location.*

***Roll Call Vote:*** *Ayes – Frederick, Long, Glotfelty, Crova, Talon-Jemison, Roscoe, Gbogboade, McAnally, and Freitag. Nays – None.* ***Motion carried 9-0.***

## SUMMARY AND RECOMMENDATION

We respectfully recommend that the City Council make a motion to concur with the recommendation of the Planning Commission based on their findings and introduce and approve the first reading of RZ-2022-002; Salvation Army (Romulus Development, LLC) as follows:

> *"To* ***approve*** *the first reading of Zoning Map Amendment 1.258 for* ***RZ-2022-002; Salvation Army*** *as requested by* ***Romulus Development, LCC*** *to rezone 18.27 acres of property at 5931 Middlebelt Road, Parcel ID #80-002-99-0020-703, from R-M, Multiple-Family Residential to M-1, Light Industrial.*

Carol Maise

Carol Maise, City Planner

August 11, 2022

City of Romulus Planning Commission
c/o Carol Maise, City Planner
City of Romulus Planning Department
11111 Wayne Road
Romulus, Michigan 48174

MKSK
4219 Woodward Ave, Ste 305 Detroit, MI 48201

**RE:** **RZ-2022-002; Romulus Development (fka Salvation Army)**
Rezoning application to rezone **18.37 acres** from **RM**, Multiple-Family to **M-1**, Light Industrial at **5931 Middlebelt Road**, Parcel ID #80-002-99-0020-703

Dear Planning Commissioners,

At the City's request, we have reviewed the proposed Rezoning application for the above referenced application for 5931 Middlebelt Road (dated July 5, 2022). Keep in mind that while the application includes a concept plan, this is a rezoning application. The concept plan is intended to show how the site could be developed with the requested rezoning. But once rezoned, the property can be developed with any use permitted in the zoning district and with a different layout, as long as it meets the site plan and other city standards. Therefore, our report considers both the proposed use and the other uses permitted in the M-1 District. If the City Council approves the rezoning, the owner would then be required to submit a site plan for review and Planning Commission approval.

**Background on the Zoning and Use of the Property and Surrounding Area:** The rezoning submission is for an 18.37-acre site along Middlebelt Road and Van Born Road. The request intends to allow for the development of a warehousing facility that would include the requested parcel as well as two additional parcels to the east and south (totaling over 36 acres).

The subject property was rezoned to RM, Multiple-Family in 1993 from C-2, General Commercial and M-1, Light Industrial to accommodate the Salvation Army Rehabilitation Center that currently resides on the parcel. While currently not in operation, the Rehab Center included residential, a church, retail (thrift store), and a warehouse. While the warehouse building is present on the property, the use is not grandfathered and therefore cannot be reoccupied because the warehouse use was accessory to the residential component of the Rehab Center. The applicant desires to utilize the existing warehouse building for the short-term with future plans to construct two, 250,000 square foot warehouse buildings on the larger site (which includes the eastern and southern parcels as described earlier).

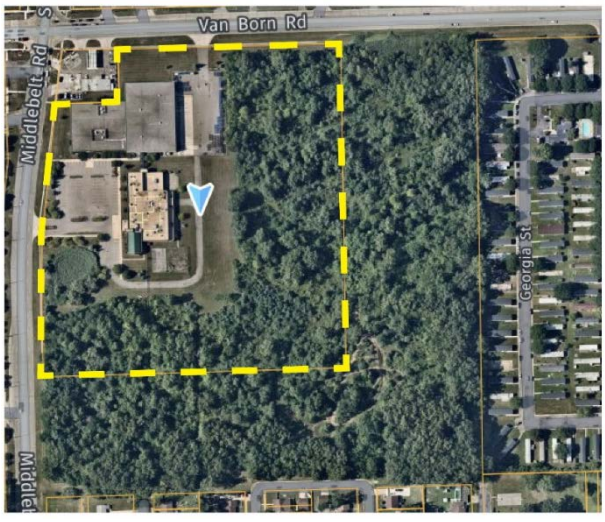


*Figure 1: Site Location*

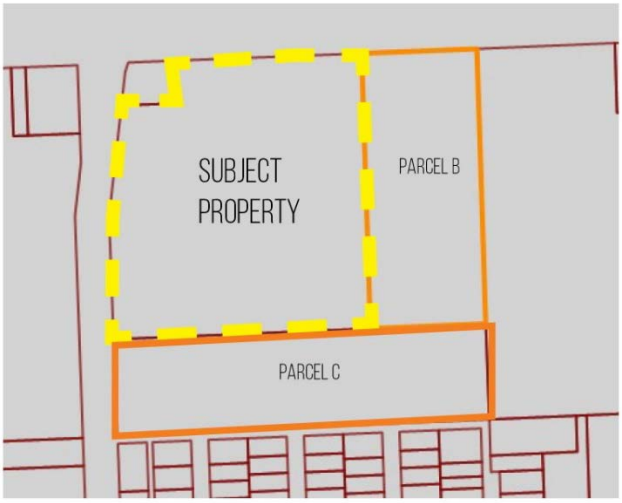


*Figure 2: Adjacent Parcels*

The subject parcel is currently zoned RM, Multiple Family. Surrounding zoning includes M-1, Light Industrial to the east, west, and south and a small parcel to the west that is zoned C-3 Highway Business. Van Born Road borders the City of Romulus and Westland in this vicinity; the parcels to the north of this site are zoned for Commercial in the City of Westland.

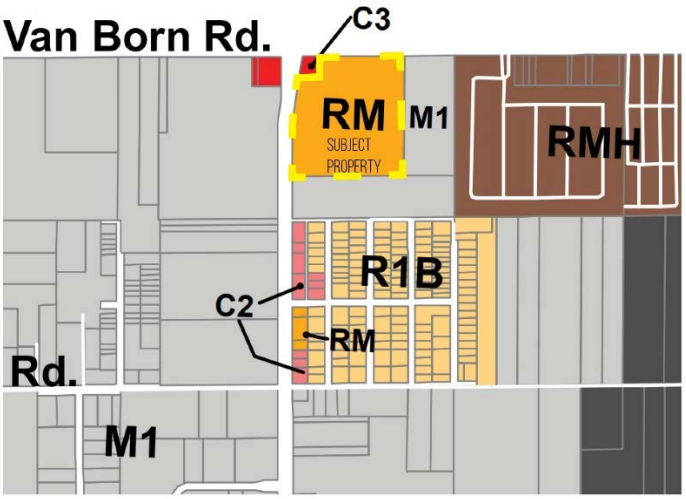



*Figure 3: Zoning Map*

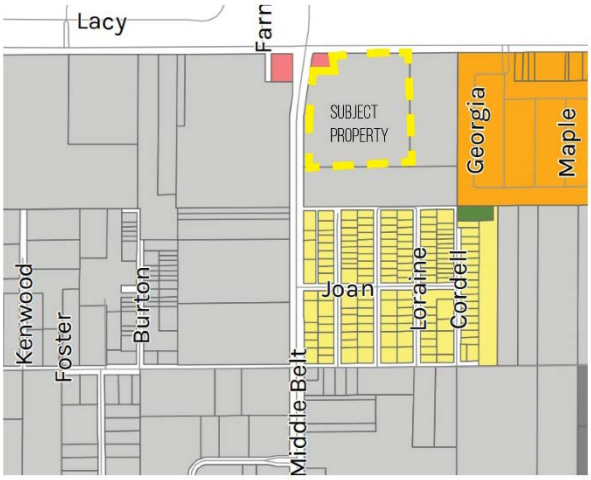



*Figure 4: Future Land Use Map*

Adjacent land uses include a large trucking logistics center to the west, some small commercial uses (gas station) and storage uses to the north, and then vacant, forested land to the east and south. When reviewing this in the context of the entire site that is planned to be developed (including the two adjacent parcels to the east and south), there are also some residential neighborhoods to the south of those parcels and a manufactured home area to the east.

The Future Land Use Map designates the subject property as **Light Industrial**, and also designates the adjacent parcels to the east and south (which are included in the concept plan) as **Light Industrial**.

**CONSISTENCY WITH REZONING CRITERIA.** Section 23.04 of the Zoning Ordinance lists the criteria for an amendment to the zoning map (i.e. a rezoning). Those standards are listed below with our related comments for this proposal. Please note that the standards listed in this report have been modified for brevity.

**(1) Consistency with the goals, policies and Future Land Use Map of the City of Romulus Master Plan, including all applicable subarea and corridor studies. If conditions have changed significantly since the Master Plan was adopted, then consistency with recent development trends in the area and the overall intent and policies of the Master Plan shall be considered.**

This rezoning request is consistent with the Master Plan as the Future Land Use Map identifies this property as Light Industrial. Light Industrial is a "*designation that serves a transition to less intensive uses…*" and "*operations for this category should be limited to light manufacturing and assembly…and industrial uses that have no adverse impact upon neighboring land uses*." Important site design and appearance expectations are required as part of the Zoning Ordinance to ensure greater compatibility adjacent to, or across from residential uses. Specifically, proper buffering and screening are required by the Zoning Ordinance (per Section 13.02) as part of a site plan to ensure that industrial uses are properly screened from residential areas.

This rezoning is consistent with several goals and objectives in the Master Plan. Under Land Use Goal No. 1 which states that "…a diversified and balanced mixture of land uses that will support the economic vitality, tax base, and livability of the city" is desired, one of the objectives further indicates that "designat[ing] areas for…light industrial…in proper locations to minimize impacts on remaining development" supports the higher level of market demand in the city for those types of uses.

In consideration of neighboring residential areas, the Master Plan further elaborates that light industrial areas "should have limited outdoor storage and limited distribution/trucking. Uses in this district must have less of an impact on surrounding uses and generate less truck traffic than the other industrial developments."

**(2) Whether development under current zoning is impractical or less reasonable than requested or other zoning district given factors such as development trends and other factors.**

The current zoning of the property (RM) does not permit warehousing type uses which is what is desired for the future principal use of this property (as well as adjacent parcels). The M-1 zoning designation permits this use outright, as long as the uses meet the zoning and site plan standards as set forth in the Zoning Ordinance. The current zoning designation of RM was put in place to accommodate a specific use (the Salvation Army Rehabilitation Center). Additionally, as shown on the Future Land Use Map, this property is intended to be designated for light industrial uses.

**(3) Capability of the site's physical, geological, hydrological, and other environmental features to accommodate the host of potential uses allowed in the proposed zoning district based on the proposed concept plan.**

The easterly southern portion of the proposed parcel to be rezoned includes part of a regulated wetland area as identified by Michigan Department of Environment, Great Lakes, and Energy (EGLE). The concept plan shows that the proposed two warehousing-type buildings (especially Building B) will significantly impact the regulated wetland area. Further study as part of the site plan approval process will be needed to evaluate the presence of regulated wetlands on the property and whether or not a mitigation/preservation plan should be included.

**(4) Compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, noise, density, nature of use, traffic impacts, aesthetics, infrastructure, impact on ability to develop adjacent properties under existing zoning, and potential influence on property values…and the**
**(8) Compatibility with the basic intent and purpose of the Zoning Ordinance.**

The proposed M-1 Light Industrial zoning designation for this property permits industries that are typically more intense in use than the currently zoned RM zoning designation. Some of those permitted uses could have a greater impact on the property and to the surrounding area.

If the future development of the site includes the parcels to the east and south that are already zoned for M-1, consideration would need to be given for buffering between the adjacent residential uses to the south and east. Proper buffering and screening are required by the Zoning Ordinance (per Section 13.02) as part of a site plan to ensure that residents are not negatively impacted by proposed industrial uses.

**(5) Capacity of city infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the health, safety, and welfare of the City, and**
**(6) The extent to which traffic impacts can be accommodated to maintain at least a Level of Service D by the existing road system or programmed improvement.**

While a trip generation study is not required at this site at this time, a preliminary examination was made based on anticipated trip generation numbers. It was determined that (even though the existing development does not fit perfectly into the standard ITE trip generation land uses) the proposed development will generate *fewer* trips than the existing development. Additional information was recently submitted and the trip figures provided in the Fishbeck correspondence are accurate. But industrial development will have a lot of trucks vs the multiple family (an occasional moving van and deliveries) so while the overall trips are less, the traffic impact may be greater with

industrial development. In future submittals for reoccupancy or redevelopment, the truck traffic will need to be split out separately from the vehicle traffic as required by the Zoning Ordinance. Information on specific future tenants will also need to be considered.

**(7) The apparent public need for the types of uses permitted in the requested zoning district in the City in relation to the amount of land in the City currently zoned to accommodate that need.**

This criterion is intended to permit consideration of whether there is already sufficient available land zoned for this zoning district instead of rezoning additional property into this classification. While there are already other properties in the City of Romulus that can accommodate M-1 Light Industrial uses, this property in particular has previous history of being partially zoned for light industrial and was rezoned to RM to accommodate the current Salvation Army's Rehabilitation Center use. Additionally, immediate surrounding properties area already zoned for M-1, which is a reasonable zoning designation given the types of adjacent uses present adjacent to this site, but also along Middlebelt Road. Therefore, we believe the requested rezoning is consistent with this standard.

**CONCLUSION:** Given the factors and evaluation above, in terms of our review as community planners for the City, we **recommend that the Planning Commission recommend to City Council approval of the rezoning application** in consideration of the factors listed below. In forming its recommendation to the City Council, the Planning Commission should also consider reports from other departments/consultants, public comment at the Public Hearing, and information provided by the applicant.

1. That in general, the application is generally consistent with the recommendations in the City's Master Plan.
2. The rezoning of the property is required to permit the proposed warehousing use which will include two adjacent parcels that are already zoned M-1.
3. Middlebelt Road and Van Born Road can support the proposed use. Sewer and water are also available to the site.
4. In future submittals for reoccupancy or redevelopment, truck traffic will be analyzed further to determine any necessary improvements associated with the proposed use and user.
5. Further study as part of the site plan approval process will be needed to evaluate the presence of regulated wetlands on the property and whether or not a mitigation/preservation plan should be included as part of the site plan submittal to ensure that the wetlands are partially preserved and/or mitigated to another appropriate location.

I am available to respond to any questions you may have about this evaluation as a result of my comments or Planning Commission discussion.

Respectfully submitted,

Ann Marie Kerby, AICP
Urban Planner, MKSK

# *City of Romulus*

# *Treasurer's Report*

Council Meeting Held: **October 3, 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: **October 3, 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: **October 3, 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: **October 3, 2022**
Item No. 10.

**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: **October 3, 2022**
Item No. 11

**Councilperson Abdo:** _____

_____

**Councilperson Barden:** _____

_____

**Councilperson Roscoe:** _____

_____

**Councilperson Talley:** _____

_____

**Councilperson Wadsworth:** _____

_____

**Councilperson Webb:** _____

_____

**Councilperson Williams:** _____

_____

# *City of Romulus*

# *Adjournment*

Council Meeting Held: **October 3, 2022**

Item No. 12

**General Description:** _____

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**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