



**CITY OF ROMULUS – CITY COUNCIL  
REGULAR MEETING AGENDA  
April 13, 2026  
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](http://www.youtube.com/cityofromulus).

**Pledge of Allegiance**

**Roll Call**

**1. Agenda**

A. Approval of Agenda

**2. Public Comment - FOR AGENDA ITEMS ONLY** *Citizens are to limit their comments to three (3) minutes. All citizens wishing to speak will be heard.*

**3. Approval of Consent Agenda** *(All matters listed under the Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered under the next agenda item.)*

A. Approval of Minutes from the Regular Meeting held on Monday, March 23, 2026, at 7:30 a.m.

B. Approval of the Minutes from the Special Meeting - Executive/Closed Session held on Monday, March 23, 2026, at 6:15 p.m. to discuss attorney/client communications; and the Special Meeting - Public Hearing held at 6:45 p.m. to discuss a proposed alley vacation in the Osberg's Airport Estates Subdivision.

C. No Fee Permit for Elmer Johnson's Park/First Baptist Church Annual Family and Fun Day

D. No Fee Permit for Elmer Johnson's Park - Horseshoe Club

E. No Fee Permit Elmer Johnson's Park - Romulus Middle School 8th Grade Picnic

F. Arts Council and Commission – Reappointments

**4. Discussion - Items removed from Consent Agenda** *Items removed from the Consent Agenda of the previous section will be discussed here.*

**5. Petitioner**

A. RZ-2025-003; Merriman School - Romulus Self Storage

**Action:** To concur with the Planning Commission's findings and approve the first reading and introduction to the conditional rezoning request for RZ-2025-003; Merriman School – Romulus Self Storage to rezone 12.88 acres of a 25.25-acre site at 15303 Merriman Road (Parcel ID #80-138-99-0005-000 and #80-138-99-0006-000), from R1-A, Single Family Residential to M-1, Light Industrial for the purpose of redeveloping the former Merriman School to a self-storage facility with industrial flex space and moving van and small truck rentals subject to the conditions imposed by the Planning Commission and finalization and execution of the Conditional Zoning Agreement by the City Attorney.

**6. Chairperson's Report, Tina Talley, Mayor Pro-Tem**

A. Boards and Commission Updates

B. Approval of the Chairperson's Report

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

- A. Grant Agreement with State of Michigan Department of Labor and Economic Opportunity - New Fire Apparatus
- B. Piggyback on Omnia Partners Contract for Annual Renewal Microsoft Office 365 & Exchange Software
- C. City Hall Change Order #5 - Structural Beam Replacement East Ramp
- D. Introduction of Budget Amendment 25/26-16
- E. Introduction of Budget Amendment 25/26-17
- F. FYI - Emergency Purchase
  - Senior Center Replacement Refrigerators

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

- A. Appointment to the Romulus Board of Zoning Appeals
- B. Study Session Request for Monday, April 27, 2026, at 5:00 p.m. (Pilot Travel Center)
- C. 2<sup>nd</sup> Reading and Final Adoption of RZ-2025-004 Conditional Rezoning Request: Bradford Airport Logistics

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

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

**11. Unfinished Business**

**12. New Business**

**13. Warrant**

- A. Approval of Warrant #: 26-07 for checks presented in the amount of \$3,333,434.68.

**14. Communication**

**15. 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 on the personal life of elected officials, board, commission or employees. Remarks shall not contain any profanity, racial, ethnic, religious, sexual or national origin slurs or overtones that are disruptive of the meeting. 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: **April 13, 2026**

Item No. **A.**

General Description: Approval of Agenda

**Resolution No.** \_\_\_\_\_

<i>Moved by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Seconded by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

<i>Ayes:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Nays:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Abstain:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

**MOTION CARRIED  
UNANIMOUSLY**

**MOTION CARRIED**

**MOTION FAILED**





# City of Romulus

## Approval of Consent Agenda

Council Meeting Held:

**April 13, 2026**

All matters listed under the Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered under the next agenda item.

Item No. 3

**General Description:** \_\_\_\_\_

**Resolution No.** \_\_\_\_\_

*Moved by:*      Abdo      Bullock      Jones      Roscoe      Talley      Wadsworth      Wilhide

*Seconded by:*      Abdo      Bullock      Jones      Roscoe      Talley      Wadsworth      Wilhide

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Ayes:      All      Abdo      Bullock      Jones      Roscoe      Talley      Wadsworth      Wilhide

Nays:      All      Abdo      Bullock      Jones      Roscoe      Talley      Wadsworth      Wilhide

Abstain:      All      Abdo      Bullock      Jones      Roscoe      Talley      Wadsworth      Wilhide

MOTION CARRIED  
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



# *City of Romulus*

## *Approval of Consent Agenda*

Council Meeting Held: **April 13, 2026**

Item No. A.

General Description: Approval of Minutes from the Regular Meeting held on Monday, March 23, 2026, at 7:30 a.m.

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All matters listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items.

If discussion of this item is requested, it will be removed from the consent agenda and considered under the next agenda item.



**MINUTES OF THE REGULAR ROMULUS CITY COUNCIL MEETING**  
**March 23, 2026**

Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174  
Mayor Pro Tem Tina Talley called the meeting to order at 7:30 p.m.

**Pledge of Allegiance**

**Roll Call**

**Present: Kathy Abdo, James Bullock, David Jones, Celeste Roscoe, Tina Talley, William Wadsworth, Mark Wilhide**

**Absent / Excused:**

**Administrative Officials in Attendance:**

Robert McCraight, Mayor

Ellen L. Craig-Bragg, Clerk

**Administrative Staff in Attendance:**

D'Sjonaun Hockenhill - Deputy Clerk; Kevin Krause - Director of Community Safety & Development;

Colleen Dumas - Recreation Director

**1. Agenda**

- A.** Moved by **David Jones**, seconded by **Celeste Roscoe** to accept the Agenda as amended removing item 6B -- 2nd Reading & Final Adoption of RZ-2025-004 Conditional Rezoning Request; Bradford Airport Logistics.

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide

Nays - None

**Motion Carried Unanimously**

**2. Minutes**

- A.** **Res. #26-068** Moved by **William Wadsworth**, seconded by **David Jones** to approve the Minutes from the Regular Meeting held on Monday, March 9, 2026, at 7:30 p.m.

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide

Nays - None

**Motion Carried Unanimously**

- B.** **Res. #26-069** Moved by **William Wadsworth**, seconded by **Kathy Abdo** to approve the Minutes from the Special Meeting - Study Session held on Monday, March 9, 2026, at 6:45 p.m. to discuss consent agendas.

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide

Nays - None

**Motion Carried Unanimously**

**3. Petitioner – None**

**4. Chairperson's Report, Tina Talley, Mayor Pro-Tem**

**Res. #26-070** Moved by **David Jones**, seconded by **Celeste Roscoe** to adopt a resolution commemorating the 35th Pastoral Anniversary for Rev. Arthur Willis.

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide

Nays - None

**Motion Carried Unanimously**

**Res. #26-071** Moved by **David Jones**, seconded by **William Wadsworth** to adopt a resolution celebrating the 85th Church Anniversary of Mt. Olive Missionary Baptist Church.

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide  
Nays - None

**Motion Carried Unanimously**

Rev. Arthur Willis addressed the City Council to request approval for a no-fee permit for the Good Friday Walk on Friday, April 3, 2026.

**Res. #26-072** Moved by **Celeste Roscoe**, seconded by **David Jones** to approve a no-fee permit for the Good Friday Walk on Friday, April 3, 2026, and the closure of Goddard Rd. from the railroad tracks to 5 Points Church.

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide  
Nays - None

**Motion Carried Unanimously**

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

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide  
Nays - None

**Motion Carried Unanimously**

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

**Res. #26-073** Moved by **Celeste Roscoe**, seconded by **Mark Wilhide** to adopt a resolution for the City Council to approve \$50,000.00 to cover the City's contribution for attorney fees and costs related to the trial preparation and post-trial pleadings in the pending litigation against Wayne Disposal, Inc.

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide  
Nays - None

**Motion Carried Unanimously**

**Res. #26-074** Moved by **Celeste Roscoe**, seconded by **Kathy Abdo** to adopt a resolution authorizing the execution of the legal services agreement related to the AFFF (PFAS) Product Liability Litigation.

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide  
Nays - None

**Motion Carried Unanimously**

**Res. #26-075** Moved by **William Wadsworth**, seconded by **Kathy Abdo** to adopt a resolution to authorize the City of Romulus to join the State of Michigan Attorney General's Office and file a lawsuit against DHS, ICE, and their respective directors opposing the proposed ICE Detention Center to be located at 7525 Cogswell.

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide  
Nays - None

**Motion Carried Unanimously**

- A. **Res. #26-076** Moved by **Kathy Abdo**, seconded by **David Jones** to concur with the Administration and approve the reappointments of Debra Hoffman with a term to expire April 11, 2029, and Candace Lewkowicz with a term to expire April 11, 2027, Jennifer Johnson (Huron Township representative) with a term to expire April 11, 2028, and Emery Long with a term to expire on April 11, 2031, to the Municipal Library Board.

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide  
Nays - None

**Motion Carried Unanimously**

- B. **Res. #26-077** Moved by **David Jones**, seconded by **Celeste Roscoe** to concur with the Administration and award bid ITB 25/26-17 to the lowest, most responsive and responsible bidder, Allie Brothers Uniform, for a three-year pricing contract for Firefighter Duty and Class A Uniforms.

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide  
Nays - None

**Motion Carried Unanimously**

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

- A. **Res. #26-078** Moved by **David Jones**, seconded by **Celeste Roscoe** to approve the Second Reading and Final Adoption of the 2026-2030 City of Romulus Parks & Recreation Master Plan.

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide  
Nays - None

**Motion Carried Unanimously**

- B. Item removed under Amended Agenda

- C. **Res. #26-079** Moved by **Celeste Roscoe**, seconded by **Mark Wilhide** to approve the proposed Romulus City Council Rules & Procedures as submitted.

Roll Call Vote: Ayes - Bullock, Jones, Roscoe, Talley, Wilhide  
Nays - Abdo, Wadsworth

**Motion Carried.**

- D. **Res. #26-080** Moved by **William Wadsworth**, seconded by **Celeste Roscoe** to adopt a resolution vacating the north - south alley in the Osberg's Airport Estates Subdivision, west of Cordell St. (vacated), east of Loraine Ave., and south of the vacated portion of Lorman Ave., abutting Lots 140 to 143 inclusive, and Lots 144 - 147 inclusive, located in the S.W. 1/4 Section 13 of the City of Romulus, County of Wayne, retaining all utility easement(s) of record and a 10-foot utility easement within the vacated alley for the City of Romulus Department of Public Works to access any city-owned utilities that may be located within the alley for repair and/or maintenance.

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide  
Nays - None

**Motion Carried Unanimously.**

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

**8. Public Comment**

A member of the Western Wayne Indivisible addressed the City Council to offer support and assistance in the City's effort to prevent the opening of an ICE Detention Center in the City.

9. **Unfinished Business** - None

10. **New Business** - None

11. **Warrant**

- A. **Res. #26-081** Moved by **Kathy Abdo**, seconded by **William Wadsworth** to approve Warrant #: 26-06 for checks presented in the amount of \$729,498.89.

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide

Nays - None

**Motion Carried Unanimously**

12. **Communication**

Councilwoman Talley reminded council members to give the Clerk's Office as much information as possible when requesting resolutions for its timely creation.

13. **Adjournment**

Moved by **William Wadsworth**, seconded by **David Jones** to adjourn the meeting at 8:21 p.m.

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide

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 March 23, 2026.



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



# *City of Romulus*

## *Approval of Consent Agenda*

Council Meeting Held: **April 13, 2026**

Item No. B.

General Description: Approval of the Minutes from the Special Meeting - Executive/Closed Session held on Monday, March 23, 2026, at 6:15 p.m. to discuss attorney/client communications; and the Special Meeting - Public Hearing held at 6:45 p.m. to discuss a proposed alley vacation in the Osberg's Airport Estates Subdivision.

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All matters listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items.

If discussion of this item is requested, it will be removed from the consent agenda and considered under the next agenda item.



**MINUTES OF THE ROMULUS CITY COUNCIL SPECIAL MEETING – EXECUTIVE/CLOSED SESSION  
March 23, 2026**

Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174  
Mayor Pro Tem Tina Talley called the meeting to order at 6:15 p.m.

**1. Roll Call**

**Present: Kathy Abdo, James Bullock, David Jones, Celeste Roscoe, Tina Talley, William Wadsworth, Mark Wilhide**

**Absent / Excused:**

**Administrative Officials in Attendance:**

Robert McCraight, Mayor

Ellen L. Craig-Bragg, Clerk

**Administrative Staff in Attendance:**

David Greco - City Attorney; Kevin Krause - Director of Community Safety and Development; D'Sjonaun Hockenhill - Deputy Clerk

**2. Moved by Kathy Abdo, seconded by Celeste Roscoe to accept the Special Meeting Agenda as presented.**

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide

Nays - None

**Motion Carried Unanimously**

**3. Moved by William Wadsworth, seconded by Kathy Abdo to convene into Closed Session to discuss attorney/client communications.**

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide

Nays - None

**Motion Carried Unanimously**

**4. Discussion: Attorney/Client Communication**

NO BUSINESS WAS CONDUCTED DURING CLOSED SESSION

**5. Clerk's review closed session minutes, City Clerk**

**6. Moved by Celeste Roscoe, seconded by Kathy Abdo to reconvene into Open Session.**

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide

Nays - None

**Motion Carried Unanimously**

**7. Public Comment - None**

**8. Moved by Celeste Roscoe, seconded by David Jones to adjourn the Special Meeting - Executive/Closed Session at 7:18 p.m.**

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide

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/Closed Session of the Romulus City Council held on March 23, 2026.



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



**MINUTES OF THE ROMULUS CITY COUNCIL SPECIAL MEETING – PUBLIC HEARING  
March 23, 2026**

Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174  
Mayor Pro Tem Tina Talley called the meeting to order at 7:22 p.m.

**1. Roll Call**

**Present: Kathy Abdo, James Bullock, David Jones, Celeste Roscoe, Tina Talley, William Wadsworth, Mark Wilhide**

**Absent / Excused:**

**Administrative Officials in Attendance:**

Robert McCraight, Mayor

Ellen L. Craig-Bragg, Clerk

**Administrative Staff in Attendance:**

David Greco - City Attorney; Kevin Krause - Director of Community Safety & Development; D'Sjonaun Hockenhull - Deputy Clerk

- 2. Moved by William Wadsworth, seconded by David Jones to accept the Public Hearing Agenda as presented.**

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide  
Nays – None

**Motion Carried Unanimously**

**3. Public Hearing Discussion: Alley Vacation - Osbergs Airport Estates Subdivision**

Deputy Clerk Hockenhull provided an overview of the alley vacation process for the request submitted by the petitioner.

Petitioner Waseem Al-Mawri addressed the City Council and requested the alley vacation. His property was landlocked due to the vacation of Cordell Ave. years ago. Vacating the alley will provide access to his landlocked parcel.

**4. Public Comment - None**

- 5. Moved by William Wadsworth, seconded by Celeste Roscoe to adjourn the Public Hearing at 7:27 p.m.**

Roll Call Vote: Ayes - Abdo, Bullock, Jones, Roscoe, Talley, Wadsworth, Wilhide  
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 – Public Hearing of the Romulus City Council held on March 23, 2026.

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



# *City of Romulus*

## *Approval of Consent Agenda*

Council Meeting Held: **April 13, 2026**

Item No. C.

General Description: No Fee Permit for Elmer Johnson's Park/First Baptist Church Annual Family and Fun Day

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All matters listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items.

If discussion of this item is requested, it will be removed from the consent agenda and considered under the next agenda item.

# City of Romulus

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## INTEROFFICE MEMORANDUM

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**TO:** The Honorable Romulus City Council  
**FROM:** Mayor Robert A. McCraight  
**SUBJECT:** No Fee Permit for Elmer Johnson's Park/First Baptist Church Annual Family and Fun day  
**DATE:** March 26, 2026

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I concur with the request of Colleen Dumas, Recreation Director, and respectfully request that City Council authorize a no fee permit for the use of the Elmer Johnson's Park pavilion on August 8, 2026, for First Baptist Church Annual Family and Fun Day.

Please note, the services are open to the community to come and fellowship.

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to concur with the administration and authorize a no fee permit for the use of the Elmer Johnson's Park pavilion on August 8, 2026, for First Baptist Church Annual Family and Fun Day.

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INTEROFFICE MEMORANDUM

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**TO:** Mayor Robert A. McCraight  
**FROM:** Colleen Dumas, Recreation Department Director  
**SUBJECT:** No Fee Permit for Elmer Johnson's Park/First Baptist Church  
Annual Family and Fun day.  
**DATE:** MARCH 3, 2026

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First Baptist Church in Romulus has requested a no fee permit to use the Elmer Johnson's Park pavilion on August 8, 2026, for their Annual Family and Fun Day picnic. The picnic is open to the Community to come and fellowship.

Should you concur, I respectfully request you forward this document to City Council for approval on March 9, 2026.

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

C Julie Wojtylko, Chief of Staff

Mike Laskaska, Director of Communication and Community Services

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INTEROFFICE MEMORANDUM

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**TO:** Mayor Robert A. McCraight  
**FROM:** Colleen Dumas, Recreation Department Director  
**SUBJECT:** No Fee Permit for Elmer Johnson's Park/First Baptist Church  
Annual Family and Fun day.  
**DATE:** MARCH 3, 2026

---

First Baptist Church in Romulus has requested a no fee permit to use the Elmer Johnson's Park pavilion on August 8, 2026, for their Annual Family and Fun Day picnic. The picnic is open to the Community to come and fellowship.

Should you concur, I respectfully request you forward this document to City Council for approval on March 23, 2026.

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

C Julie Wojtylko, Chief of Staff

Mike Laskaska, Director of Communication and Community Services



# *City of Romulus*

## *Approval of Consent Agenda*

Council Meeting Held: **April 13, 2026**

Item No. D.

General Description: No Fee Permit for Elmer Johnson's Park - Horseshoe Club

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All matters listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items.

If discussion of this item is requested, it will be removed from the consent agenda and considered under the next agenda item.

# City of Romulus

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## INTEROFFICE MEMORANDUM

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**TO:** The Honorable Romulus City Council  
**FROM:** Mayor Robert A. McCraight  
**SUBJECT:** No Fee Permit for Elmer Johnson's Park – Horseshoe Club  
**DATE:** March 26, 2026

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I concur with the request of Colleen Dumas, Recreation Director, and respectfully request that City Council authorize a no fee permit for the use of Elmer Johnson's Park Horseshoe Pits by the Horseshoe Club on Wednesdays from 4:30 pm to 8:30 pm starting May 6, 2026 through September 16, 2026.

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to concur with the administration and authorize a no fee permit for the use of Elmer Johnson's Park Horseshoe Pits by the Horseshoe Club on Wednesdays from 4:30 pm to 8:30 pm starting May 6, 2026 through September 16, 2026.

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INTEROFFICE MEMORANDUM

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**TO:** Mayor Robert A. McCraight  
**FROM:** Colleen Dumas, Recreation Department Director  
**SUBJECT:** No Fee Permit for Elmer Johnson Horseshoe Pit  
**DATE:** MARCH 6, 2026

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Horseshoe club (Tom Gombos) has requested a NO FEE permit to use the Horseshoe pit at Elmer Johnson Park on Wednesdays starting May 6, 2026 until September 16, 2026 from 4:30pm-8:30pm

Should you concur, I respectfully request you forward this document to City Council for approval on March 23, 2026.

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

C Julie Wojtylko, Chief of Staff

Mike Laskaska, Director of Communication and Community Services

March 06, 2026

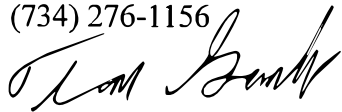
To City Elected Officials:

Myself and Horseshoe Club would like to request a “no fee” permit for use of the use of Elmer Johnson Horseshoe Pits from May 6 to September 16 on Wednesdays. Set-up would take place at 5 p.m. Take down would be at 9:00 p.m.

Thank you,

Tom Gombos

(734) 276-1156

A handwritten signature in black ink, appearing to read "Tom Gombos", written in a cursive style.



# *City of Romulus*

## *Approval of Consent Agenda*

Council Meeting Held: **April 13, 2026**

Item No. E.

General Description: No Fee Permit Elmer Johnson's Park - Romulus Middle School 8th Grade Picnic

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All matters listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items.

If discussion of this item is requested, it will be removed from the consent agenda and considered under the next agenda item.

# City of Romulus

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## INTEROFFICE MEMORANDUM

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**TO:** The Honorable Romulus City Council  
**FROM:** Mayor Robert A. McCraight  
**SUBJECT:** No Fee Permit for Elmer Johnson's Park – Romulus Middle School 8<sup>th</sup> Grade Picnic  
**DATE:** March 26, 2026

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I concur with the request of Colleen Dumas, Recreation Director, and respectfully request that City Council authorize a no fee permit for the use of Elmer Johnson's Park by the Romulus Middle School for their End of the Year 8<sup>th</sup> Grade Picnic on Friday, June 5, 2026.

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to concur with the administration and authorize a no fee permit for the use of Elmer Johnson's Park by the Romulus Middle School for their End of the Year 8<sup>th</sup> Grade Picnic on Friday, June 5, 2026.

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INTEROFFICE MEMORANDUM

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**TO:** Mayor Robert A. McCraight  
**FROM:** Colleen Dumas, Recreation Department Director  
**SUBJECT:** No Fee Permit for Elmer Johnson's Park/Romulus Middle School 8<sup>th</sup> grade Picnic  
**DATE:** MARCH 3, 2026

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Romulus Middle school has requested a no fee permit to use the Elmer Johnson's Park pavilion on Friday June 5, 2026, for their end of the year eighth grade picnic. The picnic is a celebration for the eighth grade class of 2026 students.

Should you concur, I respectfully request you forward this document to City Council for approval on March 23, 2026.

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

C Julie Wojtylko, Chief of Staff

Mike Laskaska, Director of Communication and Community Services

**FW: Park Rental**

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**From** Schrock, Dayna <drschock@romulusgov.com>  
**Date** Mon 3/2/2026 1:06 PM  
**To** Dumas, Colleen <cdumas@romulusgov.com>

**From:** Emily Wank <emwank@romulusk12.org>  
**Sent:** Monday, March 2, 2026 11:42 AM  
**To:** Schrock, Dayna <drschock@romulusgov.com>  
**Subject:** Re: Park Rental

**External sender** <emwank@romulusk12.org>

Make sure you trust this sender before taking any actions.

Good Morning,

I am informally requesting to please reserve Elmer Johnson Park on Friday, June 5th. for Romulus Middle School.

Thank you  
Emily

On Mon, Mar 2, 2026 at 10:21 AM Schrock, Dayna <drschock@romulusgov.com> wrote:

It just an informal email requesting the park.

**From:** Emily Wank <emwank@romulusk12.org>  
**Sent:** Wednesday, February 25, 2026 3:22 PM  
**To:** Schrock, Dayna <drschock@romulusgov.com>  
**Subject:** Re: Park Rental

**Warning: Unusual sender** <emwank@romulusk12.org>

You don't usually receive emails from this address. Make sure you trust this sender before taking any actions.

Good afternoon,

Where do I find the paperwork, when we went to the website, it said error.

Thank you!  
Emily



# *City of Romulus*

## *Approval of Consent Agenda*

Council Meeting Held: **April 13, 2026**

Item No. F.

General Description: Arts Council and Commission - Reappointments

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All matters listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items.

If discussion of this item is requested, it will be removed from the consent agenda and considered under the next agenda item.

# City of Romulus

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## INTEROFFICE MEMORANDUM

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**TO:** The Honorable Romulus City Council  
**FROM:** Mayor Robert A. McCraight  
**SUBJECT:** Arts Council and Commission – Re-appointments  
**DATE:** 4/9/2026

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I am hereby requesting approval to re-appointment Maria Lambert, Julie Wojtylko, Cynthia Keleman, Ellen Craig-Bragg, Lynn Conway, and Anne Lammers to the Romulus Arts Council with all terms to expire on November 11, 2027.

Motion by \_\_\_\_\_ supported by \_\_\_\_\_, to concur with the administration to re-appointment Maria Lambert, Julie Wojtylko, Cynthia Keleman, Ellen Craig-Bragg, Lynn Conway, and Anne Lammers to the Romulus Arts Council and Commission with all terms to expire on November 11, 2027.



# City of Romulus

## Discussion – Items Removed from Consent Agenda

Council Meeting Held:  
Item No. 4.

### April 13, 2026

ITEM # \_\_\_\_\_ : \_\_\_\_\_

Motioned By: \_\_\_ Abdo \_\_\_ Bullock \_\_\_ Jones \_\_\_ Roscoe \_\_\_ Talley \_\_\_ Wadsworth \_\_\_ Wilhide

Seconded By: \_\_\_ Abdo \_\_\_ Bullock \_\_\_ Jones \_\_\_ Roscoe \_\_\_ Talley \_\_\_ Wadsworth \_\_\_ Wilhide

Ayes: \_\_\_ All \_\_\_ Abdo \_\_\_ Barden \_\_\_ Crout \_\_\_ Jones \_\_\_ Roscoe \_\_\_ Talley \_\_\_ Wadsworth

Nays: \_\_\_\_\_

\_\_\_\_\_ Motion Carried Unanimously      \_\_\_\_\_ Motion Carried      \_\_\_\_\_ Motion Failed

ITEM # \_\_\_\_\_ : \_\_\_\_\_

Motioned By: \_\_\_ Abdo \_\_\_ Bullock \_\_\_ Jones \_\_\_ Roscoe \_\_\_ Talley \_\_\_ Wadsworth \_\_\_ Wilhide

Seconded By: \_\_\_ Abdo \_\_\_ Bullock \_\_\_ Jones \_\_\_ Roscoe \_\_\_ Talley \_\_\_ Wadsworth \_\_\_ Wilhide

Ayes: \_\_\_ All \_\_\_ Abdo \_\_\_ Barden \_\_\_ Crout \_\_\_ Jones \_\_\_ Roscoe \_\_\_ Talley \_\_\_ Wadsworth

Nays: \_\_\_\_\_

\_\_\_\_\_ Motion Carried Unanimously      \_\_\_\_\_ Motion Carried      \_\_\_\_\_ Motion Failed

ITEM # \_\_\_\_\_ : \_\_\_\_\_

Motioned By: \_\_\_ Abdo \_\_\_ Bullock \_\_\_ Jones \_\_\_ Roscoe \_\_\_ Talley \_\_\_ Wadsworth \_\_\_ Wilhide

Seconded By: \_\_\_ Abdo \_\_\_ Bullock \_\_\_ Jones \_\_\_ Roscoe \_\_\_ Talley \_\_\_ Wadsworth \_\_\_ Wilhide

Ayes: \_\_\_ All \_\_\_ Abdo \_\_\_ Barden \_\_\_ Crout \_\_\_ Jones \_\_\_ Roscoe \_\_\_ Talley \_\_\_ Wadsworth

Nays: \_\_\_\_\_

\_\_\_\_\_ Motion Carried Unanimously      \_\_\_\_\_ Motion Carried      \_\_\_\_\_ Motion Failed

Res. No. \_\_\_\_\_

Res. No. \_\_\_\_\_

Res. No. \_\_\_\_\_



# City of Romulus

## Petitioner

Council Meeting Held: **April 13, 2026**

Item No. A.

General Description: RZ-2025-003; Merriman School - Romulus Self Storage

**Action:** To concur with the Planning Commission’s findings and approve the first reading and introduction to the conditional rezoning request for RZ-2025-003; Merriman School – Romulus Self Storage to rezone 12.88 acres of a 25.25-acre site at 15303 Merriman Road (Parcel ID #80-138-99-0005-000 and #80-138-99-0006-000), from R1-A, Single Family Residential to M-1, Light Industrial for the purpose of redeveloping the former Merriman School to a self-storage facility with industrial flex space and moving van and small truck rentals subject to the conditions imposed by the Planning Commission and finalization and execution of the Conditional Zoning Agreement by the City Attorney.

**Resolution No.** \_\_\_\_\_

<i>Moved by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Seconded by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

<i>Ayes:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Nays:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Abstain:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

MOTION CARRIED  
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



PLANNING COMMISSION SUMMARY REPORT TO THE CITY COUNCIL  
**RZ-2025-003; Merriman School - Romulus Self Storage**

Issued by the City of Romulus Planning Department  
12600 Wayne Road, Romulus MI 48174 Phone: (734) 955-4530 www.romulusgov.com

- MEETING DATE:** April 8, 2026
- SUBJECT:** RZ-2025-003; Merriman School – Romulus Self Storage  
*Revised Draft CZA submitted 3/2/2026*
- LOCATION:** 15303 Merriman Road  
Parcel ID #80-138-99-0005-000 and #80-138-99-0006-000
- APPLICANT:** Brian Kanona, 15303, Merriman Road, LLC
- REQUEST:** **Conditional Rezoning** approval for 12.88 acres of a 25.25-acre parcel from *R1-A, Single Family Residential* to *M-1, Light Industrial* for the purpose of redeveloping the former Merriman School to a self-storage facility with industrial flex space and moving van and small truck rentals

**SITE INFORMATION**

The project area consists of the front portions of 2 parcels owned by the Romulus Community Schools, located south of Eureka with frontage on Merriman Road, which is unimproved to Pennsylvania. The overall property abuts the Oakbrook Subdivision to the east, and single-family dwellings to the north and south. The property on the west side of Merriman, which is zoned and planned for Light Industrial development, is vacant. Note that the rear of the school property contains a City dog park (property is part of a long-term lease with the Romulus Schools) that is accessed from the subdivision to the rear. There is also a 35-foot wide access easement along the south side of the property.



## CONDITIONAL REZONING REQUEST AND PROJECT DESCRIPTION

Since the uses proposed for the front 12.88 acres of the site (Parcel A) are not permitted in the R-1A, Single-Family Residential District, the applicant is requesting, and offering a conditional rezoning agreement, to *M-1, Light Industrial* to allow a self-storage facility that includes new drive-up buildings, recreational vehicle storage, moving van and small truck rental, along with low-intensity flex-business space as part of a phased development that includes the repurposing of Merriman School. As part of the Agreement, the applicant is offering the dedication of the remainder of the property (Parcel B - rear 12.37 acres) to the City for public park, open-space or future residential uses as well as limitations on the allowed uses in the self-storage development.

## BACKGROUND

An application for conditional rezoning was initially provided on October 10, 2025 for preliminary review. After additional information was submitted including a draft Conditional Zoning Agreement, on December 15, 2025 the Planning Commission held a public hearing on the project (see attached minutes). The request was postponed so that the City and applicant could discuss aspects of the development including improvements to Merriman Road, conveyance and use of the property to the rear, limitations on the allowed uses, and site redevelopment. The applicant returned to the Planning Commission on March 16, 2026 and after discussion made the following motion:

*MOTION by McAnally, support by Long, that based on the findings and recommendations of the Carlisle Wortman Associates (CWA) report dated March 6, 2026, and the OHM report of March 5, 2026, the Planning Commission recommends approval of the conditional rezoning request RZ-2025-005; Merriman School – Romulus Self Storage to rezone 12.88 acres (Parcel A) of 15303 Merriman Road, Parcel ID #80-138-99-0005-000 and #80-138-99-0006-000, from R-1A, Single-Family Residential to M-1, Light Industrial to the City Council, subject to revisions to the Conditional Zoning Agreement addressing the comments of the city attorney, consultants, staff and Planning Commission prior to review by the City Council.*

*Roll call vote:*

*Ayes – McAnally, Long, Talon-Jemison, Glotfelty, Green, Crova, Roscoe, Gbogboade, Freitag*

*Nays – None*

*Motion passed 9-0.*

## FINDINGS

The following findings are the basis of the Planning Commission's recommendation that the City Council should also consider. Note that consultant and staff reports with additional details are available from the Planning Department or on the City website, and also see the attached Planning Commission minutes.

- 1. The applicant proposes a conditional rezoning from R-1A Single-Family Residential to M-1 Light Industrial for the western 12.88 acres of the site, to repurpose the existing school facility to allow for a limited number of light industrial uses as described in the Conditional Rezoning Agreement.*
- 2. The eastern 12.37 acres includes a 60-foot-wide access strip to provide future access to the eastern property which is proposed to be conveyed to the City of Romulus.*

3. *The adjacent property to the north, south, and west is primarily vacant land with two single-family homes found directly adjacent to the property to the east and west; screening for these residences will be an important part of any subsequent site plan review.*
4. *Property to the east is an established platted subdivision but will but will not be impacted by the proposed rezoning as proposed by the applicant.*
5. *Property across Merriman Road is currently vacant but is zoned and planned for industrial use, and therefore the rezoning request is not considered to be a spot zoning.*
6. *While the Future Land Use Map is not in compliance with the proposed rezoning, the proposed 12.37-acre City dedicated area will provide adequate transition to the residential property to the east and substantial setbacks are proposed to the north and south to provide buffering to the two existing homes found along Merriman Road. Further, the applicant is limiting uses of the site to those noted in the Conditional Rezoning Agreement and Conceptual Development Plan. No other uses will be permitted without an amendment to the Conditional Rezoning Agreement and Conceptual Development Plan. Such an amendment would have to go back through the rezoning process.*
7. *The development shown as Phase 1 and Phase 2 on the conditional rezoning Conceptual Development Plan will utilize the currently developed school site, therefore impacts to natural features will not be impacted.*
8. *Through a Conditional Zoning Agreement, the applicant is proposing to limit the use of the property to those uses noted in the Conditional Zoning Agreement and Conceptual Development Plan. Other uses would require an amendment to the subject conditional rezoning.*
9. *The Agreement specifies that only 8,500 square feet will be available for Flex Space, which limits the amount of required parking to acceptable levels.*
10. *Fleet vehicles associated with the Flex Space will be limited to the 12 spaces shown east of the RV storage & Rental Van parking area.*
11. *The gravel portion of Merriman Road is to be paved as determined by the DPW Director as depicted on the site plan. The City Engineer will review the proposed paving as a part of the site plan review process.*
12. *We do not believe that this portion of Merriman Road is a residential street based on the future and past non-residential use of the road.*
13. *The conditions imposed will help to ensure that the standards of conditional rezoning will be met specifically to ensure that the property develops in such a way that protects the surrounding neighborhood and minimizes any potential impacts to adjacent properties.*
14. *The subject conditional rezoning does not grant any zoning variances or site plan waivers. Zoning variances must be applied through the Board of Zoning Appeals and site plan waivers would have to be addressed by the Planning Commission during the site plan review process.*

The conditions associated with the findings include, but are not limited to:

1. A land division is required for the conveyance of the eastern property to the City.
2. A site plan will be required for the change of use to the site pursuant to ordinance standards.
3. Zoning variances will need to be applied separately.
4. Site plan waivers will have to be addressed by the Planning Commission during site plan approval.

## **CITY COUNCIL INTRODUCTION AND FIRST READING**

As noted above, a proposed Zoning Map Amendment (rezoning) to conditionally rezone 12.88 acres of 25.25 acres from **R1-A**, Single Family Residential to **M-1**, Light Industrial for the purpose of redeveloping the former Merriman School to a self-storage facility with industrial flex space and moving van and small truck rentals is requested. The applicant has offered a Conditional Zoning Agreement that limits uses and development on the property.

### **Summary**

Based on the comments found in the CWA report dated February 9, 2026, following the public hearing held on December 15, 2025, and review of additional information provided at the February 18, 2026 meeting, the Planning Commission found that the request is in compliance with the requirements of the Zoning Ordinance, and therefore recommending approval of the Conditional Rezoning request including the Conditional Zoning Agreement to the City Council.

The Planning Department respectfully recommends that the City Council concur with the Planning Commission's findings and approve the conditional rezoning request for RZ-2025-003; **Merriman School – Romulus Self Storage** to rezone 12.88 acres of a 25.25-acre site at 15303 Merriman Road (Parcel ID #80-138-99-0005-000 and #80-138-99-0006-000), from **R1-A**, Single Family Residential to **M-1**, Light Industrial for the purpose of redeveloping the former Merriman School to a self-storage facility with industrial flex space and moving van and small truck rentals subject to the conditions imposed by the Planning Commission and finalization and execution of the Conditional Zoning Agreement by the City Attorney.

11. Communications
  - A. Project Status Report

12. Adjournment

#### 4. Approval of Minutes

- A. Approval of the minutes of the Planning Commission meeting held on Monday, November 17, 2025

**Motion by Talon-Jemison, support by Roscoe, to approve the minutes of the Planning Commission meeting held on Monday, November 17, 2025.**

**Roll Call Vote:**

**Ayes – Talon-Jemison, Roscoe, Long, Gbogboade, Green, McAnally**

**Nays – None**

**Abstentions - Glotfelty**

**Motion passed 6-0-1.**

#### 5. Comments from the Public on Non Agenda Items

None.

#### 6. Public Hearings

- A. **RZ-2025-003; Merriman School – Romulus Self Storage (15303 Merriman Road)**

Applicant: Brian Kanona, 15303 Merriman Road, LLC

Request: Zoning Map Amendment (Conditional Rezoning)

Location: 15303 Merriman Road (DP# 80-138-99-0006-000 and 80-138-99-0005 000)

Project: Rezone the front portion of the property (13 acres of 25.6-acre parcel) from R1-A, Single Family Residential to M-1, Light Industrial for the purpose of redeveloping the former Merriman School into a self-storage and industrial flex space facility

(Action Required: Recommendation to City Council to approve, approve with conditions, deny or postpone/refer back to applicant action on the rezoning request)

Brian Kanona, Rochester Hills, and Jeff Gappy, Walled Lake, were present on behalf of this rezoning request for 15303 Merriman Road, LLC, the former Merriman Elementary School property. Chris Grzenkowicz, Desine Inc., Brighton MI, was also present.

Mr. Kanona explained that the purpose of tonight’s presentation was to provide a project overview, respond to Carlisle Wortman Associates and OHM Advisors review comments, clarify items identified in those reports, and explain why postponement was not necessary. He requested Planning Commission support for approval of the rezoning request.

The applicants made the following points:

- The request is for a conditional rezoning of approximately 13 acres of the 25.6-acre parcel, identified as Parcel A, from R1-A Single Family Residential to M-1 Light Industrial. The intent is to repurpose the vacant Merriman Elementary School, which has been closed for

approximately 14 years, into a climate-controlled indoor self-storage facility with additional low-intensity flex business spaces. The project also includes drive-up storage units, recreational vehicle storage, and moving van rental.

- The existing school building is approximately 50,000 square feet and located on the front portion of the property.
- The remaining approximately 12 acres to the rear (Parcel B) includes a public park, including a dog park, and an existing easement that previously served as an access road.
- The entire 26-acre property is currently owned by the Romulus School District, with the front and rear portions comprised of two separate parcels.

The development is proposed in three phases:

- Phase One consists of reusing the existing school building for indoor storage and flex space. The existing front parking lot would initially be used for RV storage, tenant parking, and flex space parking. Existing pavement at the rear of the building would be utilized, with temporary gravel access to facilitate RV circulation, including a one-way circulation pattern with a southern entrance and northern exit.
- Phases Two and Three include the construction of drive-up self-storage units on the north (Phase Two) end of the property and behind the existing school building (Phase Three). As these later phases are completed, RV parking would be phased out. A designated parking area would be provided for moving van rentals. The entire facility would be fully gated, with controlled access to both front and rear storage areas.
- Renderings depicted daytime and nighttime views of the proposed redevelopment. The site would be well-lit and include a drive-through configuration within the building as shown to allow tenants to unload and exit efficiently.

Fiscal benefits:

- The project investment is estimated between \$3.5 million and \$4.5 million, financed through an SBA loan. The redevelopment is projected to increase taxable value by approximately \$200,000 annually, resulting in an estimated \$67,000 per year in additional city operating revenue. One-time permits and fees were estimated between \$75,000 and \$150,000. Ongoing local spending for services and vendors was estimated at approximately \$100,000 annually.
- Parcel B, located at the rear of the property, will be donated to the City of Romulus. The estimated value of the donated land ranges from approximately \$504,000 to \$756,000.

Community and economic benefits:

- Redevelopment would provide needed funds to the school district, and would convert a longtime-vacant, tax-exempt school property and return it to productive use, improving corridor appearance, curb appeal, and neighborhood perception along Merriman Road.
- The proposed zoning is compatible with the M-1 zoning across the street.
- The project will support local small businesses and contractors and provide improved site lighting and other security measures such as 24-hour video surveillance, controlled access, perimeter fencing, and on-site management.
- The project adds approximately 12.6 acres of new public parkland through the donation of Parcel B to the City of Romulus.

Mr. Kanona pointed to supportive findings from Carlisle Wortman and OHM Advisors. Carlisle Wortman concluded the request did not constitute spot zoning due to the presence of M-1 Light Industrial zoning directly across Merriman Road. The adjacent residential subdivision near the rear of the property would be protected by significant buffering and would not be adversely impacted.

The proposed conditional rezoning would limit permitted uses through a conditional zoning agreement, restricting the site to only the uses presented. All proposed uses are low-intensity and low traffic generating, with heavy or moderate industrial operations expressly excluded. The self-storage facilities generate minimal traffic, with most vehicular activity associated with flex space tenants, who would not typically generate customer traffic, with customer visits being appointment-based and infrequent.

Mr. Kanona noted Carlisle Wortman concluded that the proposed conditions improved compatibility and protected surrounding neighborhoods. OHM Advisors indicated no objection to the conditional rezoning once their review comments were addressed.

Mr. Kanona discussed the existing easement serving the dog park, noting it originated from a 1970s lease agreement between the City of Romulus and the Romulus School District. The applicants had reviewed the lease and proposed to clarify the easement by providing a 60-foot-wide access corridor to allow for a public road. This would allow potential future access to the 12.6-acre parcel from Merriman Road, which could support future residential development and relieve access constraints associated with the Oakbrook Park subdivision.

Regarding flex business suite operations, Mr. Kanona stated an updated Exhibit D had been submitted, providing additional detail and restrictions. The revised exhibit prohibits outdoor storage and overnight parking. Contractors who were leasing space would be required to store equipment inside their leased units or in nearby storage units, with no exterior storage permitted. The site would be fully buffered and strictly regulated to prevent visibility from the street. A screen fence could be added if required.

The site would be gated with keypad access, with operating hours from 6:00 a.m. to 10:00 p.m. A site manager would be present daily from approximately 9:00 a.m. to 4:00 or 5:00 p.m.

Vice Chair McAnally pointed out that many of the operational and design details being discussed would be addressed during the site plan review process. The Planning Commission could not rely on verbal descriptions when formal documentation had been submitted that had not yet been reviewed by staff or legal counsel. He preferred to focus on the overall concept rather than details that would be addressed later.

Mr. Kanona explained that the submitted documents were intended to address review comments from OHM Advisors and Carlisle Wortman Associates. He reiterated his request for a recommendation of approval for the conditional rezoning to City Council.

**Public hearing**

Stating that an affidavit of notice by first-class mail was on file, Vice Chair McAnally opened the public hearing.

Dawn Karkoski, Merriman Road, noted that the area between Eureka Road and Pennsylvania Road is primarily residential. The west side of Merriman Road was rezoned M-1 to allow a horse barn, with resident consent, and much of the area remains residential. She expressed concern that rezoning parcels on the east side of Merriman Road to M-1 could potentially allow future industrial uses if the property was sold. Residents on the west side of Merriman Road now experience impacts from junkyards and storage facilities operating near homes and she was concerned about similar outcomes occurring on the east side of the street.

In response, Planning Consultant Enos explained that under conditional zoning, a property owner may petition for rezoning tied to a specific use, providing greater certainty for municipalities and residents. If this conditional rezoning is approved, the only permitted use on the site would be the proposed self-storage facility and its ancillary uses as outlined in the conditional zoning agreement. If the business were to cease operations or if a more intensive use were proposed, the property would either have to return for further approvals or would revert back to residential zoning. Many industrial uses permitted in a M-1 district would not be appropriate for this location, but the proposed use represents a low-intensity use along the Merriman Road frontage. The Commission serves as a recommending body for conditional rezonings, and would forward a recommendation to City Council once their deliberations were complete.

Shakeel Ahmed, Merriman Road, lived directly north of the subject property and was concerned about having a storage facility next to his home. The area has historically been residential, and he was concerned that rezoning could lead to future impacts such as storage vehicles, parking activity, and security issues. He asked whether a survey had been completed on the land proposed for donation, stating it may include wetlands that could limit its usability.

Gerald Christiana, Merriman Road, owned the property one house south of the site. He raised concerns regarding a sewer line installed in the 1970s to serve the former school, intended solely for school use and not made available to nearby residents, who instead were required to install septic systems at significant cost. He also expressed concerns regarding road conditions on Merriman Road, stating the road is already in poor condition during winter and spring and that increased traffic could worsen potholes and road deterioration. He requested consideration of roadway improvements as part of the project.

As no other public indicated that they wished to speak, Vice Chair McAnally closed the public hearing and brought the matter back to the Commission.

**Commission deliberation**

Commissioner Long asked whether the rezoning approval was a condition of the applicant's purchase of the property. Mr. Kanona stated the property had not yet been purchased. They were currently under contract with the Romulus School District and nearing the end of the contract period.

Commissioner Long asked how resident concerns would be addressed if the rezoning were approved.

Mr. Kanona responded that the site would include gated access and security measures, including gates positioned to prevent encroachment onto adjacent residential properties. The facility would include controlled access, security features, and 24-hour surveillance. He referenced discussions with the Romulus School District regarding potential collaboration with a robotics team to explore advanced surveillance options. He also referenced lighting improvements as part of the project.

Mr. Gappy said that based on his experience with similar storage facilities, daily traffic will be minimal, averaging two to five customers per day for facilities with approximately 300 units.

Mr. Kanona explained that the existing institutional building would largely remain unchanged in appearance, aside from the addition of drive-up storage buildings as shown on the plans. He reiterated that M-1 zoning exists across Merriman Road and that long-term planning for the corridor anticipates industrial development. Current traffic volumes would be significantly lower than when the school was operational, estimating a reduction of approximately 200 to 300 vehicle trips per day compared to former school operations.

Mr. Kanona pointed out that Merriman Road is identified in the City's master plan for future Class A roadway improvements and that public funding would likely be required for such improvements. Due to SBA loan restrictions, the project could not fund off-site roadway reconstruction.

Vice Chair McAnally said that he would expect buffering between the proposed development and adjacent residential properties to prevent headlights from shining into residents' homes and to minimize any other visible impact on neighboring residential properties.

Mr. Kanona stated buffering was a key consideration in the project design. The rear of the property already contains significant natural buffering, particularly adjacent to the city park and dog park areas. An approximately 75-foot buffer is proposed along the rear of the site in addition to existing natural vegetation. A similar 75-foot buffer is proposed along the northern property line adjacent to residential properties. The site plan would identify tree placement and additional buffering details.

Commissioner Long asked for clarification regarding references to warehousing in the application materials and whether warehousing would be permitted. Mr. Kanona stated that warehousing would be restricted to those uses listed in Exhibit D of the conditional rezoning agreement. Flex business tenants would primarily be contractors and other limited uses identified. Any storage associated with tenant operations would be required to occur inside storage units. There would be no semi-truck deliveries and delivery vehicle size would be restricted to a maximum consistent with standard delivery trucks.

Vice Chair McAnally acknowledged the thorough presentation made this evening. However, significant information was submitted to administration this evening and had not yet been reviewed by staff, legal counsel, or other reviewing departments. The conditional rezoning agreement would require updates based on the newly submitted materials. He suggested that the item be postponed to the next meeting to allow time for normal review processes.

Commissioner Talon-Jemison asked whether the property is located within the Tax Increment Financing Authority district. City Planner Maise stated the west side of Merriman Road is located within the TIFA district and this could be relevant to potential roadway improvements.

Mr. Kanona pointed out that the request is primarily a land use decision and that many details could be addressed administratively. The applicant is under contract with the Romulus School District, and they have already received two extensions from the District. They have also met multiple times with City staff. He requested approval this evening with conditions, including administrative review of remaining details.

Vice Chair McAnally said that during his 24 years on the Planning Commission, he could not recall a conditional rezoning being approved without complete documentation and a site plan.

Commissioner Glotfelty said that he could not vote on something that he could not see. He also supported postponing action until the materials submitted this evening could be reviewed.

In response to questions from Mr. Gbogboade relative to whether a survey had been completed on the parcel proposed for donation and whether wetlands had been identified there, Chris Grzenkowicz, Desine Inc., Brighton MI, said that they were currently working through the survey process, including boundary and topographic surveys. No wetlands have been identified at this time.

In response to further questions from Commissioner Gbogboade, the applicants gave the following information:

- The drive-through area would accommodate two to three vehicles and was intended to allow tenants to load and unload while protected from weather.
- RV storage is proposed primarily in Phase One and would be eliminated as Phases Two and Three were constructed.
- The moving van rental is an ancillary use related to self-storage and would include approximately five trucks parked on-site. The site would not operate as a primary rental facility, but the moving vans would serve storage tenants.
- Flex business lease suites would function similar to office or light business spaces for small contractors and service providers. Flex business uses would be limited to professional offices, personal business services, and trades such as electrical, plumbing, and landscaping, with no outdoor storage permitted. Creative studios, light product assembly, and e-commerce kitting operations were provided as examples of permitted uses. All uses would be low-intensity and conducted entirely within enclosed spaces.

Commissioner Gbogboade pointed out that the proposal includes more than a traditional self-storage facility and stated it was difficult to fully visualize the project due to the multiple components, such as RV parking and flex lease space. He needed more detail to understand the full scope of the proposal.

#### **Planning Consultant comments**

Planning Consultant Enos said there were outstanding issues that needed to be worked out with the applicant's attorney through the development agreement and conditional rezoning

agreement, including the timing of the conveyance of the donation property to the City. He stated that based on the discussion, commissioners appeared to be seeking additional clarity regarding the overall use and also asking for reviews of the added documentation provided this evening. There were several issues that were tie-barred together. For instance, flex space and office uses may affect parking requirements. While there appeared to be general comfort with the concept, a more detailed site plan review would provide documentation of proper screening, buffering, lighting, and mitigation of impacts on nearby residential properties. He noted that the applicant could submit a site plan concurrently with the conditional rezoning request if they so desired.

City Planner Maise pointed out that rezonings are typically accompanied by more detailed site plans. Even early development activity would require site plan approval, including the use of gravel areas, which cannot be approved administratively. Improvements, along with needed variances, must be clearly documented. Conveyance of property to the City is a significant component that must be addressed.

Mr. Kanona said that the project timeline is constrained due to contractual obligations with the Romulus School District.

City Planner Maise explained conditional rezoning agreements typically require multiple rounds of revisions between staff, legal counsel, and the applicant, and that process has not yet occurred in full for this proposal. The materials submitted indicate progress toward an agreement framework but require further refinement.

Commissioner Talon-Jemison said that businesses operating within the flex spaces could generate employee and customer traffic, changing the intensity of use and parking demand. Light assembly and production uses could involve multiple employees and frequent activity, which differs from traditional self-storage operations. She expressed concern about increased traffic on Merriman Road, which is currently a dirt road, and emphasized the need to consider impacts on nearby residents. She would not be comfortable voting on this proposal without reviewing detailed documentation.

Mr. Kanona said that a preliminary traffic study was completed that considered tenant scenarios. Customer visits would be appointment-based and restricted.

Mr. Kanona asked whether a site plan is required as part of the land use request. City Planner Maise explained that because this is a conditional rezoning involving site improvements, a site plan is required and will be included in the conditional rezoning agreement. Details such as gravel use, sewer infrastructure, stormwater management, and interior building modifications would require review. For phased developments, the agreement typically outlines expectations for each phase, and coordination with engineering and building staff would be required.

#### **Engineering Consultant comments**

Referencing her December 2, 2025 review letter, Engineering Consultant Katers highlighted the following points:

- The existing sanitary sewer lead serving the former school originates from the Oakbrook subdivision and was not intended to be extended to serve additional properties along

Merriman Road. She recommended the existing sewer be televised to verify structural integrity and suitability for continued use. The sanitary sewer would need to be relocated during later development to avoid conflicts with proposed buildings.

- Repaving of parking areas and the proposed use of gravel would trigger the Wayne County stormwater permitting process, requiring stormwater management for newly created impervious surfaces.
- Although the traffic study indicated fewer vehicle trips than when the school was operational approximately 15 years ago, this did not negate the engineering recommendation that Merriman Road be paved from Merriman Road to the southern property line. The existing gravel roadway is not appropriate for the proposed use and paving is recommended to avoid ongoing maintenance concerns.

#### **Final Commission discussion and motion**

Vice Chair McAnally stressed that there were several outstanding issues that need to be addressed.

Commissioner Roscoe said that postponing the request would be preferable to advancing it to City Council in its current form. In her opinion, if forwarded as presented, the request would likely be denied by Council.

**MOTION by Glotfelty, support by Long, that based on the findings of the Carlisle Wortman Associates (CWA) report dated December 4, 2025, and the discussion in this meeting, to postpone RZ-2025-003, Merriman School – Romulus Self Storage (15303 Merriman Road) until the additional requested information from the applicant can be provided.**

#### **Roll call vote:**

**Ayes – Glotfelty, Long, Roscoe, Talon-Jemison, Gbogboade, Green, McAnally**

**Nays – None**

**Motion passed 7-0.**

#### **B. RZ-2025-004; Bradford Airport Logistics (Wayne Road and Eureka Road)**

Applicant: Mike Rawson, Bradford Airport Logistics; Aaron Mayes, Gilbane Co.; Marques Thomey, Wayne County Airport Authority

Request: Zoning Map Amendment (Conditional Rezoning)

Location: Wayne Road and Eureka Road (DP# 80-130-99-0001-706)

Project: Rezone (conditional) 45.42 acres, DP# 80-130-99-0001-706, from C-3, Highway Business District to M-2, General Industrial for the purpose of developing a distribution facility to support DTW Airport operations

(Action Required: Recommendation to City Council to approve, approve with conditions, deny or postpone/refer back to applicant action on the conditional rezoning request)

Members of the development team present this evening included:

- Marques Thomey, Director of Economic Development for the Wayne County Airport Authority
- Mike Rawson, Director of Business Development for Bradford Airport Logistics
- Ric Frielof, Vice President of Quality Assurance Compliance for Bradford Airport Logistics
- Michael Holdwick, C&S Engineers

**Abstain – Glotfelty**  
**Motion passed 8-0-1**

**5. Comments from the Public on Non Agenda Items**

None.

**6. Old Business**

**A. RZ-2025-003; Merriman School – Romulus Self Storage (15303 Merriman Road)**

Applicant: Brian Kanona, 15303 Merriman Road, LLC  
Request: Zoning Map Amendment (Conditional Rezoning)  
Location: 15303 Merriman Road (DP# 80-138-99-0006-000 and 80-138-99-0005-000)  
Project: Conditionally rezone the front portion of the property (12.88 acres of 25.6-acre parcel) from R-1A, Single Family Residential to M-1, Light Industrial for the purpose of redeveloping the former Merriman School into a self-storage and industrial flex space facility

(Action Required: Recommendation to City Council to approve, approve with conditions, deny or postpone/refer back to applicant action on the conditional rezoning request)

**Introduction**

City Planner Maise introduced this agenda item which had been heard at the December 15, 2025, Planning Commission meeting, when a public hearing was held. The item was postponed until additional requested information from the applicant could be provided. Since that time the applicant had worked extensively with the staff, consultants, and legal counsel, and substantial revisions had been made to the road improvement section of the Conditional Zoning Agreement.

**Planning Consultant Comments**

Planning Consultant Enos explained that the request involved a conditional rezoning of the front portion of the Merriman School property to M-1, Light Industrial, for a specific proposed use. A conditional rezoning limits the property to the use proposed by the applicant, rather than allowing any use otherwise permitted in the zoning district. The proposal would allow rehabilitation and redevelopment of the vacant school building for a low-intensity use, including mini-storage and flex commercial space. The flex commercial component would consist of smaller or incubator-style office spaces, with only eight such spaces proposed in order to ensure adequate parking.

The project is effectively a two-phase process. The rear portion of the property, including the area near the dog park and tennis court, would not be rezoned, and the approximately 12 acres east of the school would remain residential and would be donated to the City, preserving a buffer between the development and nearby residences. Additionally, if the Planning Commission made a recommendation and City Council approved the rezoning, the applicant would be required to return for site plan review. Those future reviews would address matters such as lighting, façade treatment, landscaping, and access to the rear parcel. Mr. Enos also noted that Merriman Road would be paved from the school north to Eureka as part of the project conditions.

The Commission's role at this stage was to determine whether the proposed use was appropriate at this location and, if so, to forward an advisory recommendation to City Council.

### **Applicant Presentation**

Paul Weisberger, attorney for the applicant, was present on behalf of this application. Applicant Brian Kanona was also present, as was Chris Grzenkowicz, Desine Inc., Brighton.

The applicants made the following points:

- The project was a rehabilitation of an old school building into a low-intensity use centered on self-storage. The project was not retail and no retail use would be permitted, aside from incidental sale of packing materials such as tape and boxes in connection with the storage rental office. The hours of operation would be 6:00 a.m. to 10:00 p.m. The proposed use would generate substantially fewer trips than the prior school use or other potential institutional reuses.
- The only outdoor component would involve storage-related vehicle parking, including RV vehicles and fleet vehicles, in specifically designated spaces.
- The dedication of the eastern portion of the property represented an estimated value of approximately \$550,000 to \$700,000 and would convert formerly non-taxable school property into taxable property. Additionally, the 12.37-acre dedication to the east, together with the densely wooded northern area, would provide a substantial buffer for adjacent residential properties. An access strip on the south side would provide access to the dedicated land and dog park, although it was not proposed as a public road at this time.
- The property to the west was already zoned industrial and the proposal was a natural extension of that zoning.
- The new structures would be concentrated primarily to the north, and the one building facing east would not have storage doors facing the residential side. The north 30%-40% of the property is heavily wooded with a dense tree stand. None of those trees are proposed to be removed.
- They had met with staff numerous times, had listened to concerns, and had made accommodations in response to comments on the Conditional Zoning Agreement. References to gross vehicle weight rating signage would be removed. The applicant intended to seek a use variance related to small vehicle weight that is part of a moving van rental business, utilizing 24-foot and 26-foot trucks.
- The applicant agreed to install 12-foot strips of 6-inch-thick asphalt with an additional 2 inches of 21AA aggregate to improve the 500-foot strip from Eureka heading south, and to extend the improvement an additional 20 feet to the southern radius of the northern entrance, as requested.

### **Discussion**

Planning Consultant Enos clarified that, although the proposal referenced future site plan and variance matters, each of those approvals would still need to be considered and approved separately by the appropriate body. The site plan would return to the Planning Commission, while any variance requests would go before the Board of Zoning Appeals. Such language was not intended to control the Conditional Zoning Agreement itself.

City Planner Maise pointed out that staff had added a condition on the second page of the March 9, 2026 Summary Report indicating that approval should be conditioned on revisions to the Conditional Zoning Agreement per the comments of the city attorney, consultants, staff and Planning Commission being addressed prior to review by the City Council. Planning Consultant Enos added that the Planning Commission could grant a conditional approval subject to legal review and markup by the City's attorney before forwarding the matter to City Council.

Commissioner McAnally asked staff and Attorney Greco whether they were at a point where they felt comfortable with the Agreement. City Planner Maise responded that the parties were very close. Three comments remained, which were primarily engineering-related items identified in the consultant letters.

Engineering Consultant Hakala stated that OHM's main concerns were:

1. Clarification of when the plans would need to be submitted to Wayne County for review. Language on this issue had already been adjusted.
2. Clarification of the length of Merriman Road to be paved. OHM preferred the paving to extend to the end of the existing concrete rather than only to the end of the existing asphalt, which was approximately 100 feet farther on the north side near Eureka Road.
3. Storm water language, as well as the issue involving weight limits and the reference to a use variance.

During discussion of the road paving, Mr. Kanona indicated that they would review the condition of the roadway. They would not leave one poor section unimproved.

City Planner Maise summarized the remaining engineering-related items as storm water, the pavement extension, and the issue involving weight limits and the use variance reference. Staff would sit down with the parties and go through the items as they had done previously.

Mr. Weisberger said that they had already submitted the county application relating to storm water management and would revise the language accordingly. They agreed to the additional 20 feet of paving and would remove the reference regarding signage for gross vehicle weight rating.

Commissioner McAnally asked whether the applicant was aware of and able to comply with the 17 findings of fact listed in the staff summary. Mr. Weisberger and Mr. Kanona stated that they had reviewed the 17 findings of fact and had no objection to them; all issues would be resolved.

Planning Consultant Enos explained that the findings of fact served as reminders for future review and that, if City Council approved the rezoning, the matter would return to the Planning Commission and the Conditional Zoning Agreement, ordinance requirements, and engineering standards would all be reviewed together.

#### **Public Comment**

Noting that the public hearing had been held at the December 2025 meeting, and also acknowledging the public present, Chair Freitag opened the meeting to public comment.

Dawn Krakowski, 16247 Merriman Road, expressed concern that the proposed conditional rezoning did not clearly limit future uses and could allow a range of storage-related activities. She stated that Merriman Road is a rural dirt residential road not intended for business traffic and that many residents moved to the area because of the former school and neighborhood character. She also stated that the proposal amounted to spot zoning and would generate broader traffic impacts over longer hours than the former school use.

Mark Swoveland, 16455 Merriman Road, said that he had moved to the area because of its open, peaceful, rural character. He believed the proposed facility would result in significantly more traffic than initially described. He was also concerned that the property could eventually be used in ways that would involve additional business activity, vehicles, trailers, noise, and headlights. The proposal would change the area from a rural country setting to an industrial environment and was not the kind of setting he had moved there to enjoy.

Shakeel Ahmed, 15295 Merriman, said he lived adjacent to the subject site. He agreed with the concerns raised by prior speakers. He had invested substantial money into improving his home, and was concerned that commercial traffic on Merriman Road would negatively affect his property and quality of life. He asked what would happen if the property were sold in the future or if additional conditional rezoning requests were pursued.

Doug Adkins, 16221 Merriman, said he had lived on Merriman road since 1977 because of its rural character. Horses still travel up and down the road. He was concerned about increased truck traffic, noise, and speeding.

Herbert Frowner, 6144 Treetops, said he understood the concerns raised by nearby residents. He asked what would be required in terms of public opposition to have the project denied.

Koretta Goff, 6123 Swan Lake Drive, agreed with the nearby residents' concerns regarding potential noise pollution and the loss of serenity in the area. Many residents choose to live in Romulus because of its country-type atmosphere and quiet environment. She asked that the proposal be denied.

Tobi Walker, 33316 Sand Piper Drive, said she agreed with the residents who opposed the project. She asked if Planning Commissioners and City Council had visited the neighborhood.

Chair Freitag closed this portion of the meeting and brought the matter back to the Commission.

### **Applicant response**

In response to public comment and Commissioner questions, the applicants provided the following additional information:

- The proposed uses would generally consist of indoor climate-controlled self-storage, low-intensity business suites or flex suites with an established maximum square footage, and a capped amount of professional office space. The limits had been worked out with staff and were reflected in the Conditional Zoning Agreement. The project would include drive-up self-storage on the southern side of the property for temporary loading and unloading, particularly during inclement weather, as well as some RV storage. The primary use of the

property would be storage; it would not be a retail use or a high-traffic operation. The access road would be improved for approximately 520 feet or more off Merriman Road.

- No manufacturing would occur on the site and there would be no large rig truck storage. The only trucks proposed would be small moving van rental trucks similar to U-Haul trucks, with approximately seven such vehicles proposed as an accessory use rather than the core business activity.
- Compared to other possible reuses of the building, such as senior housing or another school, the proposed self-storage redevelopment was about as low intensity a use as could be expected.
- Manufacturing and other more intensive activity would not occur. Hours of operation and permitted uses would be controlled by the Agreement. The applicant would need to return to the Planning Commission for site plan review. Performance standards, such as lighting and noise, would be discussed at that time.

Chair Freitag said that the Planning Commission was considering only the conditional rezoning. Previous conditional rezonings in the City had generally proceeded as promised and she did not anticipate a difference in this case. She further clarified that the largest vehicles expected would be box trucks, not semi-trucks.

Mr. Kanona confirmed that no semi-trucks were proposed and pointed out that the M-1 zoning in this context contemplated only small trucks. Any change involving larger trucks would require a variance through the Board of Zoning Appeals. Additionally, if the applicant did not comply with the Conditional Zoning Agreement, the zoning would revert to R-1A. The property was bound by the CZA, and any future user would either have to operate within those same conditions or start the rezoning process over again from the residential classification.

Mr. Weisberger added that the CZA included both a default section and a reversionary section.

Commissioner McAnally asked if the current business ceased operation or left the site, the zoning would revert automatically, or if the approval was tied to the use or ownership.

Mr. Kanona said that, if the business were sold, the property would still be limited to the specific use authorized under the Conditional Zoning Agreement. Commissioner McAnally summarized that no future user could use the property for anything more than what was being approved unless they applied for further approvals. City Planner Maise confirmed that any change beyond the approved uses would require amendment of the Agreement. Mr. Weisberger referenced Section 5.6 of the Agreement, stating that it provided for reversion upon noncompliance or nonperformance.

Commissioner Crova asked for clarification regarding the amount of flex suite and general office space, pointing out that those uses could generate more daily trips. Mr. Weisberger said the total flex suite space would be approximately 8,500 square feet and that a maximum of 80% of that space could be professional office, which was the more intensive use. He reiterated that there would be no retail use permitted under the CZA. Mr. Kanona added that the unusual design of the former school building limited how the interior could be reused. The project was expected to include no more than six suites at maximum, as anything more would interfere with the storage-focused concept.

Mr. Weisberger said that the proposal met the required parking calculations and that the square footage limitation had been included specifically to address parking compliance and intensity concerns.

Commissioner Crova asked whether the new buildings proposed on the site would be equipped for people to work out of them, including heavier electrical service, heat, or restroom facilities. The applicants responded that the new buildings would be storage buildings only, specifically non-climate-controlled storage buildings, and would not be designed for business operations. People would come to the units only to drop off or pick up stored items and not remain on site to work from them. All doors on the new storage buildings would face inward toward the property so that the buildings themselves would act as a shield against light from vehicles servicing the units. The self-storage units would not be available for individual business owners to operate businesses from them and the project would not provide the type of power or heated space that would support such activity.

Commissioner Gbogboade asked about the proposed hours of operation. Chair Freitag stated that the hours discussed were 6:00 a.m. to 10:00 p.m.

Commissioner Gbogboade asked whether, in light of concerns raised by residents, the applicant would be willing to reduce the hours to lessen nighttime light impacts on adjacent homes. Mr. Kanona responded that they were open to considering reduced hours. However, the proposed hours were based on the operating hours of other self-storage facilities in the City.

Planning Consultant Enos advised that if operating hours were included as part of the Conditional Zoning Agreement, they could not later be changed at the site plan stage without amending the CZA terms. It would be more appropriate to consider such details later in order to ensure the proposed use remains viable as a business, while also keeping in mind the residents' desire for a less intensive operation.

**MOTION by McAnally, support by Long, that based on the findings and recommendations of the Carlisle Wortman Associates (CWA) report dated March 6, 2026, and the OHM report of March 5, 2026, the Planning Commission recommends approval of the conditional rezoning request RZ-2025-005; Merriman School – Romulus Self Storage to rezone 12.88 acres (Parcel A) of 15303 Merriman Road, Parcel ID #80-138-99-0005-000 and #80-138-99-0006-000, from R-1A. Single-Family Residential to M-1, Light Industrial to the City Council, subject to revisions to the Conditional Zoning Agreement addressing the comments of the city attorney, consultants, staff and Planning Commission prior to review by the City Council.**

City Planner Maise clarified that the school property consists of two parcels under Romulus Schools' ownership and that this request concerned only the front portion of the properties. The rear portion would be conveyed to the City.

**Roll call vote:**

**Ayes – McAnally, Long, Talon-Jemison, Glotfelty, Green, Crova, Roscoe, Gbogboade, Freitag**

**Nays – None**

**Motion passed 9-0.**

RECEIVED

OCT 19 2025

# City of Romulus Conditional Rezoning Application

Planning Department, 30000 Eureka Road, Romulus MI 48174 Phone: (734) 955-4530 [planning@romulusgov.com](mailto:planning@romulusgov.com)  
[www.romulusgov.com](http://www.romulusgov.com)



**Project Name:** ROMULUS SELF-STORAGE - 15303 MERRIMAN **Current Zoning:** R1-A **Requested Zoning:** M-1

**Property Address:** 15303 Merriman, and Vacant Merriman, Romulus, MI 48174  
**Parcel ID#s:** 80-138-99-0006-000, as to Parcel 1  
80-138-99-0005-000, as to Parcel 2 vacant Merriman

The property is located on the NORTH/SOUTH EAST WEST side of MERRIMAN Road; between EUREKA Road and PENNSYLVANIA Road.  
**Total Gross Acres:** 25.20  
**Existing Use of Property:** VACANT

**Project Information:** *This Section to be completed by City*  
**Case Number:** R2-2025-003  
**Date Submitted:** 10/10/2025  
**Planning Fee:** \$1,000 **Escrow:** ~~\$3,000~~ = ~~\$3,500~~ 4,000  
**Traffic Study Initial Review Fee (if applicable):** \$2,000 + \$3,900 *concept plan*  
**Total Fee\*:** \$ 7,900  
**Public Hearing Date:** \_\_\_\_\_  
**Public Hearing Publish Date:** ( \_\_\_\_\_ )

**Applicant Information:**  
**Name:** 15303 MERRIMAN RD, LLC  
**Street:** 3780 Milano Ct  
**City:** Rochester Hills  
**State:** MI **Zip:** 48307  
**Phone:** (248) 787-4717  
**E-mail Address:** BBKANONA@GMAIL.COM

**Property Owner Information:**  
**Name:** ROMULUS COMMUNITY SCHOOLS  
**Street:** 36540 GRANT ST  
**City:** ROMULUS  
**State:** MI **Zip:** 48174  
**Phone:** (734) 532-1610  
**E-mail Address:** BPEDMONDSON@ROMULUSK

**Project Description:**  
**Existing Zoning:** RI-A  
**Future Land Use Designation:** PUBLIC  
**Proposed Zoning:** M-1 (LIGHT INDUSTRIAL)  
**Brief Description of Rezoning Proposal:**  
SEE ATTACHMENT PAGE 1: "BRIEF DESCRIPTION OF PROPOSAL"

**Traffic Analysis:**

- Is the project expected to have 50 or more peak hour directional trips per day?  YES  NO
- Is the project expected to have 500 or more vehicle trips per day?  YES  NO

If YES answered above a Traffic Impact Analysis Study consistent with Section 23.02 (3) must be submitted with application and the required review fee.

### Attachment Checklist:

Application information per Section 23.02 and 23.06 of the Zoning Ordinance must be provided at the time of submittal. Ten (10) copies are required for initial administrative (ARC) review; additional/revised copies will be required for Planning Commission and City Council review

_____	Signed and notarized rezoning application	_____	Legal Description copied on plans for entire area of rezoning
_____	Proof of ownership; statement of applicant's interest in subject property	_____	Written description of environmental characteristics of the site prior to development and following development (may also use aerial photo of site to accompany written analysis)
_____	Written Justification for Rezoning on plans or as written attachment	_____	Site illustration of the maximum development permitted under current zoning
_____	Site analysis plan or aerial photograph at a scale not less than 1"=100', illustrating existing conditions on the site and adjacent properties within 200 feet.	_____	Conceptual plan at a scale not less than 1"=100', demonstrating that the site could be developed with representative uses permitted in proposed rezoning
_____	Draft Conditional Zoning Agreement	_____	Traffic Analysis if criteria met.

### Applicant Acknowledgements: The applicant must acknowledge the following by initialing each statement.

- The applicant understands that the Planning Department shall schedule the Public Hearing date only after the application is found substantially complete and the proper sign and staking of the property is confirmed. PK **Applicant Initial**
- Applicant is required to obtain a **temporary sign permit** from the Building Department prior to placement of the sign on site. PK
- Applicant is required to submit a copy of the **temporary sign permit** to the Planning Department and notifying the Planning Department that the required sign has been installed and is ready for site inspection. PK **Applicant Initial**
- Applicant is required to remove **temporary sign** from property within three (3) days following the public hearing by the Planning Commission. PK **Applicant Initial**
- The applicant or the designated representative must be present at all meetings or the request may be tabled or no action taken due to lack of representation. PK **Applicant Initial**

**Justification for Rezoning:** Please address how the requested rezoning meets the following criteria:

1. *The requested rezoning is consistent with the goals, policies and Future Land Use Map of the City of Romulus Master Plan, including all applicable sub area and corridor studies. If conditions have changed since the Master Plan was adopted, explain how the requested rezoning is consistent with recent development trends in the area.*

SEE IN ATTACHMENT: "1. CONSISTENCY WITH MASTER PLAN AND DEVELOPMENT

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2. *Explain how development under the current zoning is impractical or less reasonable than the requested zoning or other zoning districts given factors such as demand v. supply, development trends, and other factors.*

SEE IN ATTACHMENT: "2. IMPRACTICALITY OF CURRENT ZONING"

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3. *Are the sites's physical, geological, hydrological, and other environmental features capable of accommodating the potential uses allowed in the proposed zoning district based on the proposed concept plan.*

SEE IN ATTACHMENT: "3. SITE SUITABILITY (PHYSICAL, GEOLOGICAL, HYDROLOGI

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4. *Are all the potential uses allowed in the proposed zoning district compatible with surrounding uses and zoning in terms of land suitability, impacts on the environment, noise density, nature or use, traffic impacts, aesthetics, infrastructure, impact on ability to develop adjacent properties under existing zoning, and potential influence on property values.*

SEE IN ATTACHMENT: "4. COMPATIBILITY WITH SURROUNDINGS:"

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5. *Are the capacities of the City infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety, and welfare" of the City.*

SEE IN ATTACHMENT: "5. ADEQUACY OF INFRASTRUCTURE AND SERVICES"

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6. *Explain 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.*

SEE IN ATTACHMENT: "6. TRAFFIC IMPACTS"

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7. *Explain the apparent public demand 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 the demand.*

SEE IN ATTACHMENT: "7. PUBLIC DEMAND VS. CURRENT ZONING SUPPLY"

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8. *Explain how the requested rezoning is compatible with the basic intent and purpose of the Zoning Ordinance.*

SEE IN ATTACHMENT: "8. CONSISTENCY WITH INTENT AND PURPOSE OF ZONING (

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**Affidavit of Petitioner:**

I, the undersigned petitioner, being duly sworn, depose and say that the statements and information submitted are true and correct to the best of his/her knowledge, information and belief, further that s/he is authorized to submit this petition. I further acknowledge that the City and its employees shall not be held liable for any claims that arise as a result of acceptance, processing, or approval of this rezoning application. I also understand that by signing this application I authorize City staff and/or its representatives to conduct visits to the subject property and allow for reasonable access to the property.

<u>BRIAN KANONA</u>	_____	<u>Benjamin P. Edmondson</u>	<u>10/8/25</u>
Print Applicant Name	Date	Print Property Owners Name	Date
_____	_____	<u>Benjamin P. Edmondson</u>	<u>10/8/25</u>
Signature of Applicant	Date	Signature of Property Owner	Date

**Notary for Applicant:**

Subscribed and sworn before me, this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_. A Notary Public in and for \_\_\_\_\_ County, Michigan.

\_\_\_\_\_  
(Signature)  
Notary Public  
My Commission expires \_\_\_\_\_, 20\_\_\_\_.

**Notary for Property Owner:**

Subscribed and sworn before me, this 8<sup>th</sup> day of October 2025. A Notary Public in and for Wayne County, Michigan.

Eve Camilleri  
(Signature)  
Notary Public  
My Commission expires Sept 10, 2026.

\* Note that in accordance with the City of Romulus Fee Schedule adopted 7-1-2014, additional fees for conditional rezoning and cost of consultant services may be applicable.

EVE CAMILLERI  
Notary Public - State of Michigan  
County of Wayne  
My Commission Expires Sep 10, 2026  
Acting in the County of \_\_\_\_\_





## **BRIEF DESCRIPTION OF REZONING PROPOSAL**

This application requests a conditional rezoning of ±13.0 gross acres (±12.4 net acres), designated as Parcel A, on the property located at 15303 Merriman Road, Romulus, Michigan from R-1A Single-Family Residential to M-1 Light Industrial, to allow a low-intensity, service-oriented redevelopment consisting of indoor climate-controlled self-storage, indoor flex-business suites, drive-up non-climate-controlled storage buildings, recreational-vehicle (RV) storage, and ancillary moving-van rental.

All uses and design limitations are defined in the accompanying *Conditional Zoning Agreement (CZA)*, with supporting analyses contained in *Exhibits A – D and Appendices E – G*.

The existing 49,300-square-foot former Merriman Elementary School building on Parcel A will be adaptively remodeled and repurposed for indoor climate-controlled self-storage units, flex business lease suites, and a moving-van rental office. Site improvements will include architecturally integrated drive-up storage buildings, enhanced landscaping and screening, existing pavement restoration, paved access drives, storm-water management system engineered to Wayne County DPS standards, security fencing, and downward-directed LED lighting. All improvements will be privately funded and maintained.

As part of this proposal, the remaining ±12.6 gross acres (±12.5 net acres) of the property, designated as Parcel B, will be voluntarily conveyed and donated to the City of Romulus for public ownership and use. This conveyance enables the City to integrate the land directly into its residential, recreational, or open-space planning framework, advancing long-term Master Plan objectives for housing opportunity, open-space preservation, and park enhancement.

Collectively, the proposed conditional rezoning and land donation transform a long-vacant, tax-exempt institutional property into a productive public-private asset that aligns with established corridor land-use patterns, strengthens the City's tax base, enhances community amenities, and supports the City's vision for a strong, sustainable, and balanced Romulus.

## **OWNERSHIP & STATEMENT OF APPLICANT'S INTEREST IN SUBJECT PROPERTY**

The Applicant, 15303 Merriman Rd LLC, is the contract purchaser of the property located at 15303 Merriman Road, Romulus, Michigan (the "Property"). The Property is presently owned by Romulus Community Schools, who hold fee simple title.

Pursuant to a duly executed Purchase Agreement between Romulus Community Schools (Seller) and 15303 Merriman Rd LLC (Purchaser), the Applicant holds a contractual and equitable interest in the Property and is authorized to petition the City of Romulus for rezoning, to enter into a Conditional Zoning Agreement (CZA), and to record related land-use covenants.

The total site area comprises approximately  $\pm 25.6$  acres gross, currently zoned R-1A Single-Family Residential. Under this request, the Property will be divided into two distinct parcels for separate but coordinated purposes:

- I. **Parcel A** ( $\pm 13.0$  acres gross /  $\pm 12.4$  acres net) – proposed for conditional rezoning to M-1 Light Industrial to accommodate the adaptive reuse of the existing  $\pm 49,300$ -square-foot former Merriman Elementary School building and surrounding grounds for indoor climate-controlled self-storage, low-intensity flex-business suites, drive-up non-climate-controlled storage buildings, recreational-Vehicle (RV) storage, and ancillary moving-van rental, all subject to the specific use and design limitations outlined in the CZA.
- II. **Parcel B:** ( $\pm 12.6$  acres gross /  $\pm 12.5$  acres net) - comprising of the rear/east  $\pm 11.6$ -acre portion together with the sixty-foot (60') access corridor ( $\pm 1.0$ -acre portion) extending from Merriman Road along the southern boundary of Parcel A and into the rear/east portion of Parcel B boundary line. Parcel B will remain zoned R-1A and will be voluntarily conveyed and donated to the City of Romulus upon execution of the CZA, for public ownership and community benefit. The conveyance will enable the City to determine the optimal long-term use, whether for recreational enhancement, open-space preservation, or residential development consistent with its Master Plan and community goals.

Through this application, the Applicant affirms both its legal authority to request the rezoning and its commitment to cooperative community development. The proposal represents a public-private partnership in which Parcel A will deliver a viable, taxable, and low-impact adaptive reuse consistent with corridor conditions, while Parcel B will provide a direct public benefit through permanent City ownership and future community investment potential.

*(See Conceptual Site Plan for proposed boundary lines for Parcel A and Parcel B.)*

## **JUSTIFICATION FOR CONDITIONAL REZONING (CRITERIA 1-8)**

This section explains how the proposed rezoning satisfies the City’s review criteria. Each question is answered separately for the two components of the property:

- **Parcel A** | the front  $\pm$  13.0 acres gross /  $\pm$  12.4 acres net - proposed for Conditional M-1 Light Industrial zoning and private redevelopment as a low-intensity, service-oriented facility.
- **Parcel B** | the  $\pm$  12.6 acres gross /  $\pm$  12.5 acres net - comprising the rear/eastern portion and the front 60-foot southern access corridor, to be voluntarily donated to the City of Romulus and to remain R-1A Single-Family Residential for public park, open-space, or future residential use.

This organization allows the reader to see how each parcel independently advances the City’s planning and zoning objectives - Parcel A through economic reinvestment and corridor revitalization, and Parcel B through public benefit, open-space preservation, and long-term residential readiness.

### **1. Consistency with Master Plan and Development Trends**

- **Parcel A** ( $\pm$  13.0 acres gross) - Proposed Conditional M-1
- **Proposed Uses:** Indoor climate-controlled self-storage, low-intensity flex business suites, drive-up self-storage, recreational-vehicle (RV) storage, and ancillary moving-van rental.

#### **Master Plan Context**

The 2019 Romulus Master Plan designates the site as “Public Use,” reflecting its former role as Merriman Elementary School. The school closed in 2010 and has remained vacant since intermittent temporary uses ceased in 2019. (*Sources: Romulus Community Schools Professional Appraisal Report, Oct 7 2020; City of Romulus Records.*)

The Master Plan Update (2025) recognizes this changed condition and anticipates future R-1A Residential use while continuing to support M-1 Light Industrial zoning west of Merriman Road. This reflects the City’s corridor-transition policy of buffering residential neighborhoods from airport-related and logistics operations through low-intensity, well-screened commercial or industrial reuse.

The 2019 Transportation Plan also calls for upgrading Merriman Road south of DTW to Class A standards with sidewalks on the east side, confirming City intent to modernize the corridor for safe, multimodal access. The proposed redevelopment aligns with that investment by improving frontage conditions, circulation, and stormwater systems without requiring public expenditure.

**Alignment with Adopted Economic and Redevelopment Policies**

The Master Plan's Economic Development Strategies and Obsolete Property Rehabilitation ("OPRA") policies encourage reinvestment in underutilized or functionally obsolete buildings through private redevelopment and tax-base expansion. The Merriman Elementary structure is explicitly such a facility, functionally obsolete yet structurally sound for adaptive reuse. Redevelopment under Conditional M-1 zoning implements these policies by transforming a long-vacant, tax-exempt property into a productive, taxable asset. Rental-rate data underscore a stable, income-producing use that will generate new taxable value while remaining low-impact and visually compatible with nearby residential areas. A detailed fiscal and community benefit projection is provided in *Appendix E, Fiscal Impact Analysis*, demonstrating the positive net revenue contribution, minimal service demand, and direct alignment with the City's economic-development and open-space objectives

Further, the Plan's Downtown Development Authority (DDA) Property Acquisition section notes that strategic land assembly and public-private partnerships are essential to stimulate redevelopment, minimize developer risk, and leverage private capital. While this corridor lies outside the downtown boundary, the same principle applies: through private investment on Parcel A and the public conveyance of Parcel B, the City obtains both redevelopment momentum and community benefit without assuming financial risk.

**Neighborhood Consistency**

The subject property is located along the east side of Merriman Road approximately 260 feet south of Eureka Road, within a corridor characterized by a blend of older residential dwellings and limited light-industrial and commercial operations. Several small-scale masonry and trucking businesses operate from existing homes and outbuildings along this segment, reflecting a long-standing pattern of mixed residential and service use. Land to the west of Merriman Road is zoned M-1 Light Industrial, further reinforcing the transitional nature of this corridor and supporting the appropriateness of the requested Conditional M-1 designation for Parcel A.

The site is located within Neighborhood I of the Master Plan. This area is characterized by established single-family neighborhoods with identified needs for additional parks, recreation facilities, and strong screening between industrial and residential uses. The proposed conditional M-1 development on Parcel A fulfills these objectives by:

- I. Alignment with Land Use Goal LU-3: Promoting balanced development and providing a compatible transition between industrial and residential areas by providing deep landscaped and natural wooded buffers, architectural consistency, and controlled access consistent with the Plan's call for enhanced screening where industrial redevelopment abuts residential areas.

- II. Maintaining the institutional character of the existing school façade and avoiding the appearance of a “typical mini-warehouse.”
- III. Funding storm-water and lighting improvements that elevate corridor aesthetics and safety, consistent with the “Quality Corridors” initiative.

### **Changed Conditions and Market Trends**

Documented reuse attempts include the Romulus Outreach Center (2014), the 34th District Court (2016), a Place of Worship tenant (through 2019), and unpursued proposals for a commercial kennel, airport parking, and a research and training laboratory. There are no formal or informal records indicating sustained interest from residential developers since the property was first listed. These facts collectively demonstrate that institutional and residential redevelopment of Parcel A under R-1A zoning is both infeasible and unattractive to the market.

Renovation to modern code standards would exceed 30% of replacement cost, while full demolition and residential buildout would require total site clearance, asbestos abatement, utility relocation, and site grading at an estimated cost of \$1.2–1.5 million in site preparation alone, not including infrastructure extensions or stormwater compliance upgrades required under Wayne County DPS standards. In contrast, adaptive reuse for controlled self-storage and flex-suite operations provides an economically viable and context-appropriate solution aligned with airport-area market demand.

A professional market feasibility analysis was completed for the Merriman Road Corridor. The analysis confirms that the surrounding three- and five-mile trade areas exhibit measurable undersupply of self-storage and flex-space inventory relative to population and household growth, with existing facilities operating near full occupancy and limited new competition in the pipeline. Average rental rates remain strong compared to regional benchmarks, validating sustained unmet community and small-business demand for secure, non-climate and climate-controlled self-storage and workspaces in the Romulus area. Due to the proprietary nature of this report and its competitive sensitivity, the specific numerical capacity gap and rate data are omitted from the public record but are available for City review upon request.

See *Appendix G, Market Demand Feasibility Summary*, for professional verification of storage demand supporting the proposed use.

For the City, the redevelopment activates a long-vacant institutional parcel with an economically viable use, enhances corridor character through façade, landscaping, and lighting improvements, and increases the appeal of the area to new households seeking modern amenities and well-maintained infrastructure. The project thus fulfills key 2019 Master Plan objectives for “Neighborhood Reinvestment,” “Quality Corridors,” and

“Economic Vitality” by replacing an obsolete public facility with a vibrant, tax-generating, community-serving asset.

**Conclusion (Parcel A):** The proposed adaptive reuse directly advances the 2019 Master Plan Economic Development Strategy, the Obsolete Property Rehabilitation objective, and the Neighborhood I recommendations by reinvesting in obsolete property, strengthening corridor infrastructure and vitality, promoting fiscal stability, and providing an attractive, low-impact buffer between residential neighborhoods and industrial uses. The professional feasibility study verifies measurable market demand for self-storage and small-business flex space, confirming that the proposed conditional M-1 reuse aligns with both local demand conditions and regional airport-related service growth.

For residents, it fulfills local market demand, provides a safe, managed, and local option for storage, reducing illegal outdoor storage, clutter, and associated code issues while improving neighborhood appearance and safety. It converts a dormant public facility into a private, taxable enterprise that enhances safety, aesthetics, and fiscal stability along Merriman Road.

- **Parcel B** (±12.6 acres gross) - To Be Voluntarily Conveyed and Donated to the City of Romulus
- **Intended Use:** Remain R-1A for public park, open-space, or residential use consistent with the Master Plan.

### **Master Plan Context**

Parcel B, currently zoned R-1A single family residential, includes Oakbrook Park and adjacent undeveloped woodland contiguous with the Oakbrook Subdivision. Upon execution of the Conditional Rezoning Agreement, Parcel B (± 12.6 acres gross in total), comprising of the rear/east ±11.6-acre portion, together with the sixty-foot (60') access corridor (±1.0-acre portion) extending from Merriman Road along the southern boundary of Parcel A into the rear/east portion of Parcel B boundary line will be conveyed and donated to the City of Romulus for public ownership and long-term community benefit. The parcel will remain R-1A and be integrated into the City’s parks, open-space, and housing framework,

### **Alignment with Master Plan Goals/Policies**

- a. Neighborhood Goal - Preserve and enhance neighborhood integrity and livability.
- b. Neighborhood Goal 2 - Ensure new development complements existing character.
- c. Citywide Neighborhood Strategy (d) - “Continually upgrade and maintain parks in accordance with the City’s Parks and Recreation Master Plan.”

- d. Land Use Goal LU-3 - “Provide diverse housing and recreational options through strategic public investment.”

This donation empowers the City to determine whether to expand recreation, plan public facilities, or pursue City-led residential development, exactly the type of public initiative envisioned in the Master Plan’s DDA Property Acquisition policy, which promotes land control to attract investment and minimize developer risk.

### **Changed Conditions and Consistency with Development Trends**

The school’s closure and decade-long vacancy highlight the need for a City-driven strategy. Private residential development would face prohibitive phasing, financing, and access constraints. Donation of Parcel B removes these limitations, allowing the City to implement its Neighborhood I park and housing objectives immediately and to align future use with the planned Class A Merriman Road corridor and sidewalk improvements.

The public ownership of Parcel B complements private investment in Parcel A, forming a public-private revitalization model that activates the corridor economically while expanding community assets.

### **CZA Commitments Safeguarding City Objectives:**

- i. Boundary adjustment parcel division in Phase 1 to establish western front Parcel A and eastern rear portion together with the sixty-foot (60’) access corridor ( $\pm 1.0$ -acre portion) extending from Merriman Road as Parcel B.
- ii. Maintain Parcel B under R-1A zoning and donate it to the City of Romulus upon execution of the Conditional Rezoning Agreement in Phase 1.
- iii. The donation of Parcel B shall include all necessary survey, title, and recording documentation at the Developer’s expense.
- iv. The sixty-foot (60’) ingress/egress public right-of-way along the southern boundary of Parcel A shall be included in and conveyed with Parcel B; the City will hold fee title and full discretion over any future access use.
- v. Coordinate with the City on any future park interface or access improvements to ensure long-term compatibility with City infrastructure projects.

**Conclusion (Parcel B):** The voluntary donation of Parcel B ( $\pm 12.6$  acres) directly advances the 2019 Master Plan’s land-use, neighborhood, and economic-development policies by:

- i. Enabling City-led housing or park expansion consistent with Goal LU-3;
- ii. Supporting neighborhood livability through open-space preservation; and
- iii. Complementing private redevelopment on Parcel A with tangible public benefit.

This conveyance transforms an underutilized institutional property into a lasting public asset, strengthens the City’s capacity for strategic residential and recreational planning, and embodies the cooperative redevelopment vision set forth in the Romulus Master Plan.

## 2. Impracticality of Current Zoning

### Overview

The Romulus Community Schools District has actively listed and marketed the property for sale since 2014. Despite consistent listing exposure, the property has remained unsold for over a decade. This lack of transaction activity is primarily the result of the financial and economic infeasibility of most uses permitted under the existing R-1A Single-Family Residential zoning designation. The restrictive nature of allowable institutional and residential uses, combined with the high cost of renovation, modernization, and compliance with current building, fire, and accessibility codes, has made adaptive reuse under current zoning impractical. Consequently, continued marketing of the site in its present condition and zoning framework has proven ineffective, underscoring the need for rezoning to enable a viable, context-appropriate redevelopment consistent with the City’s Master Plan and economic development objectives.

The Merriman Feasibility analysis (2025) of self-storage demand within a five-mile radius of 15303 Merriman Road demonstrates an undersupply of rentable storage space based on 2025–2030 population projections. This documented gap confirms that storage and ancillary flex-space uses represent the most viable, sustainable reuse of the existing structure. By contrast, residential or institutional redevelopment of Parcel A under R-1A zoning lacks comparable market support and would not achieve financial feasibility.

- **Parcel A** (±13.0 acres gross) - Proposed Conditional M-1
- **Proposed Uses:** Indoor climate-controlled self-storage, low-intensity flex business suites, drive-up self-storage, recreational-vehicle (RV) storage, and ancillary moving-van rental.

### Impracticality:

- I. Documentation from the 2020 School Appraisal Report, City FOIA records, and communications with School District and City officials show numerous short-term or failed reuse attempts, including:
  - a. *Romulus Outreach Center* (social service / food bank) - 2014 (*Source: City of Romulus Records*);
  - b. *34th District Court temporary use* - 2016 (*Source: City of Romulus Records*);

- c. *Place of Worship* tenant - through 2019 (*Source: City of Romulus Records*);
  - d. Unofficial proposals for *commercial kennel* and *airport parking* (*Source: School Appraisal Report*); and
  - e. Unofficial proposal for Research & Development pharmaceutical manufacturer - pre-application meetings in 2024 without formal submission (*Source: City of Romulus Records; City/School communications*).
- II. The existing 49,300 sq ft school structure is functionally obsolete for modern institutional standards. Adaptive reuse for residential or public purposes would require capital expenditures estimated at 30–40 percent above replacement cost.
  - III. Demolition and site redevelopment for housing are economically infeasible, requiring full clearance, asbestos abatement, and new infrastructure installation costing \$1.2–\$1.5 million before storm-water compliance upgrades.
  - IV. The property lies predominantly within the Detroit Metropolitan Airport (DTW) 65 DNL noise contour and directly abuts M-1 Light Industrial zoning to the west, conditions that severely limit residential marketability and financing potential.
  - V. The site has been marketed continuously since May 2013 without a qualified residential or institutional buyer, confirming a fundamental market mismatch.
  - VI. Conditional M-1 rezoning offers a financially viable and context-appropriate solution that maintains the structure’s institutional character, adds tax revenue, and prevents long-term vacancy.

*See Appendix E, Fiscal Impact Analysis, for detailed fiscal projections.*

**Conclusion (Parcel A):** Under existing R-1A designation, Parcel A cannot be redeveloped economically or in a manner compatible with its corridor context and would remain underutilized and tax-exempt under continued school district ownership. Conditional rezoning to M-1 enables a productive reuse that revitalizes a long-vacant facility, generates tax revenue, while respecting adjacent residential areas through strict use and design controls.

Under existing R-1A zoning, Parcel A cannot be redeveloped economically or in a manner compatible with its corridor context and would remain underutilized and tax-exempt under continued school district ownership. Rezoning to Conditional M-1 creates a productive, tax-generating reuse that revitalizes a long-vacant facility while preserving compatibility through strict design and operational controls.

- **Parcel B** (±12.6 acres gross) - To Be Voluntarily Conveyed and Donated to the City of Romulus
- **Intended Use:** Remain R-1A for public park, open-space, or residential use consistent with the Master Plan.

**Impracticality of Private Ownership Development Under R-1A**

- a. Although Parcel B is physically suitable for future residential development, its current configuration and context make private development by the Applicant impractical. As a non-residential developer, 15303 Merriman Rd, LLC does not possess the residential expertise or infrastructure partnerships needed to advance housing on this portion efficiently or cost-effectively.
- b. Maintaining private ownership would likely result in prolonged inactivity and delays in both the City's park and housing goals and the timely execution of Parcel A redevelopment.

**Suitability Under City Ownership**

By transferring Parcel B to the City at CZA execution, the property immediately supports the City's park and housing agenda without imposing private phasing constraints. R-1A zoning will be retained, allowing the City to plan residential or recreational enhancements consistent with Master Plan objectives and to coordinate access and utilities through its capital-improvement program. This approach safeguards existing park functions, preserves long-term housing capacity under public control, and ensures coordinated design with future neighborhood infrastructure and the southern public access corridor.

**Conclusion (Parcel B):** Maintaining R-1A zoning under City ownership is the most efficient and policy-aligned path forward. It relieves the Applicant of responsibilities outside its expertise while empowering the City to advance its recreational and residential objectives without delay. Together, Parcel A and Parcel B create a balanced outcome that turns a vacant school into an economic asset and transfers long-term community value to public hands.

**3. Site Suitability - Physical, Geological, Hydrological, and Environmental Features****Overview**

The physical, geological, hydrological, and environmental characteristics of the subject property are well-suited to accommodate the proposed uses under conditional M-1 zoning for Parcel A and continued public ownership under R-1A zoning for Parcel B. Field reconnaissance, City engineering data, and Michigan EGLE mapping confirm stable soils, no floodplain presence, and full access to municipal utilities. No adverse conditions have been identified that would preclude the proposed redevelopment or the City's future use of the donated land.

- **Parcel A** (±13.0 acres gross) - Proposed Conditional M-1
- **Proposed Uses:** Indoor climate-controlled self-storage, low-intensity flex business suites, drive-up self-storage, recreational-vehicle (RV) storage, and ancillary moving-van rental.
  - I. **Topography & Soils:** The site is generally level with 1-2 percent slopes and stable subgrade soils suitable for adaptive reuse and light-duty pavement improvements. Existing foundations and pavement areas remain serviceable.
  - II. **Utilities & Infrastructure:** Fully served by public water, sanitary sewer, gas, and electric systems. No off-site utility extensions are required.
  - III. **Hydrology & Stormwater:** The site is located in FEMA Zone X, outside the 0.2 percent annual-chance floodplain. New on-site detention facilities will be constructed to Wayne County DPS standards to manage and treat runoff from new impervious areas, improving overall drainage function compared to existing conditions.
  - IV. **Environmental Conditions:** Michigan EGLE records confirm no active or historical contamination sites or leaking underground storage tanks (LUSTs) on the property. Adaptive reuse minimizes demolition and soil disturbance, further reducing environmental risk.
  - V. **Physical Capacity:** The existing ±49,300-square-foot building, paved surfaces, and open areas readily accommodate all proposed uses with adequate internal circulation, and code-compliant setbacks.

**Conclusion (Parcel A):** Parcel A possesses all physical and environmental characteristics necessary to support the proposed low-intensity conditional M-1 uses. Planned stormwater and aesthetic upgrades will enhance site function and visual quality, ensuring compatibility with nearby residential and institutional land uses.

- **Parcel B** (±12.6 acres gross) - To Be Voluntarily Conveyed and Donated to the City of Romulus
- **Intended Use:** Remain R-1A for public park, open-space, or residential use consistent with the Master Plan.
  - I. **Topography & Soils:** Similar to Parcel A – level, well-drained, and suitable for recreation or housing when planned by the City.
  - II. **Environmental Quality:** EGLE mapping identifies no wetlands or floodplain areas within Parcel B. Approximately 5–6 acres of mature mixed woodland provide ecological and visual buffering benefits.
  - III. **Utilities & Access:** Parcel B shares utility proximity through Parcel A and the Oakbrook Subdivision. Access improvements can be implemented by the City through planned easements, future subdivision design, or by utilizing the

dedicated sixty-foot (60') ingress/egress corridor extending from Merriman Road along the southern boundary of Parcel A to the Parcel B boundary line. This corridor, conveyed as part of Parcel B, provides the City with the flexibility to develop a future public road or multi-use access connection serving park, residential, or emergency purposes, coordinated through its Capital Improvement Program and engineering review.

- IV. **Public Benefit:** Donation of Parcel B ensures the land will be planned and developed under direct City control, allowing careful management of environmental assets, tree preservation, and integration with the existing Oakbrook Park system. The inclusion of the 60-foot corridor further enables the City to establish a potential public right-of-way or multi-use trail connection between Merriman Road and Parcel B, enhancing connectivity and access for residents.

**Conclusion (Parcel B):** Parcel B's physical and environmental conditions are well-suited for continued public recreation and future residential development under City guidance. Its conveyance guarantees long-term stewardship of environmentally stable, development-ready land consistent with the City's Master Plan and transportation connectivity goals.

#### 4. Compatibility with Surrounding Uses and Zoning

##### Overview

The subject property, specifically parcel A, is located along the east side of Merriman Road approximately 260 feet south of Eureka Road within a corridor characterized by a blend of single-family dwellings, small contractor yards, and agricultural operations, with farmland and Willow Tree Stables located nearby. Several small-scale masonry and trucking businesses operate from existing homes and outbuildings along this segment, reflecting a long-standing pattern of mixed residential and service use. Land to the west of Merriman Road is zoned M-1 Light Industrial, further reinforcing the transitional nature of this corridor and supporting the appropriateness of the requested Conditional M-1 designation for Parcel A.

The proposed conditional M-1 zoning for Parcel A, combined with the donation of Parcel B to the City of Romulus, establishes a balanced land-use framework that is both contextually compatible and publicly beneficial. The redevelopment strengthens the Merriman Road corridor by introducing a managed, low-intensity commercial use consistent with adjacent industrial zoning while protecting and expanding residential and recreational opportunities to the east.

- **Parcel A** (±13.0 acres gross) - Proposed Conditional M-1

- **Proposed Uses:** Indoor climate-controlled self-storage, low-intensity flex business suites, drive-up self-storage, recreational-vehicle (RV) storage, and ancillary moving-van rental.
  - I. **Land Suitability:** Parcel A fronts Merriman Road and already contains a substantial institutional structure and paved areas suitable for adaptive reuse. The proposed conditional M-1 zoning aligns with the site's physical configuration and the existing M-1-zoned corridor across Merriman Road.
  - II. **Environmental Compatibility:** Self-storage and flex-suite operations are environmentally clean and generate minimal emissions, vibration, or waste. All activities occur indoors, and outdoor RV areas will be fully screened and paved with compliant stormwater controls.
  - III. **Noise and Activity Level:** Operations are low-intensity, with infrequent vehicle movements and limited on-site visitation. Facility access will be controlled by key code from 6:00 a.m. to 10:00 p.m. daily, with on-site management 9:00 a.m. to 4:00 p.m. Monday through Saturday, ensuring quiet, orderly operation. Noise and lighting levels will remain below thresholds typical of surrounding industrial uses.
  - IV. **Traffic Impacts:** The project produces significantly fewer daily trips than a school or residential subdivision. Access from Merriman Road, a corridor slated in the master plan for upgrades to Class A standards and sidewalk extensions per the City's Transportation Plan, prevents intrusion into neighborhood streets and maintains acceptable Level of Service. See *Appendix F, Traffic and LOS Analysis*.
  - V. **Aesthetics and Design Integration:** The existing building will be refaced and adapted with architectural detailing, landscaping, and lighting that preserve the corridor's institutional character. Sixteen (16) drive-up buildings will employ complementary materials, rooflines, and colors to maintain visual continuity. Enhanced landscape buffers, ornamental fencing, and downward-directed LED lighting will further soften views from adjacent residential areas.
  - VI. **Infrastructure and Service Capacity:** The site is fully served by public utilities, and the redevelopment will reduce overall water and sewer demand compared to the former school use. All stormwater detention and circulation improvements will be privately funded and maintained.
  - VII. **Impact on Adjacent Properties and Values:** By replacing a vacant, deteriorating structure with a secure, well-maintained facility, the project eliminates blight and improves corridor appearance. Secure, off-site storage options reduce illegal driveway or yard storage in surrounding neighborhoods, supporting curb appeal and property values.

**Conclusion (Parcel A):** The proposed conditional M-1 uses are fully compatible with existing land-use patterns and infrastructure along Merriman Road. The development's low-traffic, low-impact nature, combined with architectural screening and landscape

enhancements, ensures long-term compatibility with nearby residential areas while reinforcing corridor vitality and visual quality.

- **Parcel B** (±12.6 acres gross) - To Be Voluntarily Conveyed and Donated to the City of Romulus
- **Intended Use:** Remain R-1A for public park, open-space, or residential use consistent with the Master Plan.
  - I. **Land Suitability and Adjacency:** Parcel B adjoins the Oakbrook Subdivision and Oakbrook Park, making it ideally situated for continued recreational or residential use under City direction. Its conveyance to the City ensures long-term land-use continuity and compatible municipal planning.
  - II. **Environmental and Visual Buffering:** Existing woodland on Parcel B provides a natural buffer between the Merriman Road corridor and adjacent residential areas. Retaining this open space under City ownership preserves ecological value and protects neighborhood character.
  - III. **Traffic and Infrastructure Impacts:** Donation of Parcel B eliminates private development timing pressures and associated infrastructure uncertainty. Any future access or improvements will occur under municipal oversight and coordinated engineering review planning, ensuring orderly integration with the City's street and park systems.
  - IV. **Effect on Property Values and Neighborhood Character:** The City's ownership and stewardship of Parcel B safeguard park access, open-space visibility, and neighborhood appeal. By preventing incompatible private development, the donation provides long-term assurance of stability, environmental preservation, and residential desirability.

**Conclusion (Parcel B):** Conveying Parcel B to the City permanently secures a compatible transition between industrial and residential land uses, enhances recreational and open-space resources, and enables the City to manage future residential expansion on its own terms, all consistent with Master Plan objectives for balanced growth and neighborhood preservation.

## 5. Adequacy of City Infrastructure and Services

### Overview

The City of Romulus possesses ample infrastructure and public-service capacity to accommodate the proposed conditional M-1 redevelopment on Parcel A without placing any additional burden on municipal systems or compromising public health, safety, or welfare. Parcel B, to be conveyed to the City, will remain in public control and require only routine maintenance until incorporated into future park or residential planning. Collectively, the project improves site function, reduces municipal servicing costs compared to the prior school use, and strengthens corridor infrastructure performance.

A detailed fiscal and community benefit projection is provided in *Appendix E, Fiscal Impact Analysis*, demonstrating the positive net revenue contribution, minimal new service demand, and direct alignment with the City's economic-development and open-space objectives.

- **Parcel A** (±13.0 acres gross) - Proposed Conditional M-1
- **Proposed Uses:** Indoor climate-controlled self-storage, low-intensity flex business suites, drive-up self-storage, recreational-vehicle (RV) storage, and ancillary moving-van rental.
  - I. **Water and Sanitary Sewer:** The existing building and site are already connected to municipal water and sanitary sewer. These systems were originally sized to serve a full elementary school and, therefore, exceed the limited consumption needs of the proposed uses. Self-storage and flex-suite tenants have minimal water and sewer demand, ensuring adequate long-term capacity.
  - II. **Storm-water Management:** New detention basins and drainage structures will be designed and constructed to Wayne County DPS standards, managing runoff quantity and quality at or below pre-development discharge rates. The redevelopment will *improve* existing drainage by adding properly engineered treatment and detention facilities where none currently exist.
  - III. **Transportation and Access:** Access is provided directly from Merriman Road, a gravel local corridor south of Eureka road that is slated in the City's master Transportation plan for upgrade to Class A standards and sidewalk installation along its east side extensions.

Trip generation and LOS screening are summarized in *Appendix F, Traffic and LOS Analysis*.

- IV. **Public Safety and Emergency Services:** On-site lighting, fencing, cameras, and controlled key-code access substantially reduce calls for service compared to a

public facility. The facility will be accessed by key code from 6:00 a.m.–10:00 p.m daily. The facility will have on-site management during daytime hours from 9:00 a.m.–4:00 p.m Monday through Saturday, ensuring oversight, security, and rapid response coordination. Emergency access design will meet City Fire Department standards, and turning radii will accommodate standard EMS and service vehicles.

- V. **Solid Waste and Environmental Services:** Uses are clean and low-waste, with no on-site processing or hazardous materials. Standard commercial refuse service will suffice, minimizing public-works involvement.
- VI. **Fiscal and Service Efficiency:** The redevelopment converts a high-maintenance, tax-exempt site into a privately maintained, revenue-generating property. All site improvements including paving, drainage, and lighting will be privately funded, eliminating any demand for City capital expenditures.

**Conclusion (Parcel A):** City infrastructure and services are more than sufficient to support the proposed uses. The project reduces overall public-service load compared to prior or alternative R-1A uses, enhances stormwater and safety performance, and strengthens the City’s fiscal position while protecting public health, safety, and welfare.

- **Parcel B** (±12.6 acres gross) - To Be Voluntarily Conveyed and Donated to the City of Romulus
- **Intended Use:** Remain R-1A for public park, open-space, or residential use consistent with the Master Plan.
  - I. **Infrastructure Readiness:** Parcel B shares proximity to existing public water, sewer, and electric infrastructure through both Merriman Road and the Oakbrook Subdivision. Any future improvements will be planned and implemented by the City in coordination with its capital-improvement program.
  - II. **Public Service Efficiency:** As a publicly owned parcel, City maintenance demands will be minimal and predictable. In the interim, its open-space and woodland character require only routine care, and eventual integration into park or residential infrastructure can occur under controlled municipal timing.
  - III. **Community Benefit:** Donation of Parcel B increases City-controlled acreage for recreation or housing without necessitating immediate infrastructure expansion. It gives the City the flexibility to phase future utility connections and roadway access as funding and planning priorities dictate.

**Conclusion (Parcel B):** City infrastructure can readily accommodate the future recreational or residential uses of Parcel B under municipal control. The donation eliminates uncertainty in service delivery, allowing the City to plan improvements in a fiscally responsible and sustainable manner.

## 6. Traffic Impacts and Level of Service (LOS D or Better)

### Overview

The proposed conditional M-1 uses on Parcel A (indoor self-storage, low-intensity flex business suites, screened RV storage, and ancillary moving-van rental) will generate modest traffic activity compared to the former school use. Merriman Road, south of Eureka Road, currently functions as a low-volume gravel local corridor serving light residential, agricultural, and limited commercial activity. Given the corridor's existing excess capacity and the project's low trip generation characteristics, the proposed development will not measurably affect roadway performance or public safety. The conveyance of Parcel B to the City eliminates any future private development traffic from that portion of the property, further reducing potential corridor demand.

See *Appendix F, Traffic and LOS Analysis*, for trip-generation rates and comparative LOS D findings confirming that Merriman Road south of Eureka operates well within capacity under projected volumes.

- **Parcel A** (±13.0 acres gross) - Proposed Conditional M-1
- **Proposed Uses:** Indoor climate-controlled self-storage, low-intensity flex business suites, drive-up self-storage, recreational-vehicle (RV) storage, and ancillary moving-van rental.

### Existing Access Context:

Primary access is provided via Merriman Road, a two-lane gravel local road connecting Eureka Road to Pennsylvania Road. The 2019 Romulus Master Plan and Transportation Plan identify this corridor for eventual upgrades to Class A standards and sidewalk improvements on the east side. Current traffic volumes along this segment are approximately 1,000 to 2,000 vehicles per day, indicating significant available capacity.

### Trip Generation and Comparison:

Based on ITE Trip Generation Manual (11th Edition) data and site programming.

- i. **Elementary School (former use):** approximately 500–700 daily trips, including 200+ AM/PM peak-hour trips.
- ii. **Self-Storage and Flex Business Suites (proposed):** approximately 243–282 daily trips, with 17–23 AM peak-hour and 28–32 PM peak-hour trips.
- iii. **RV Storage and Moving-Van Rental (ancillary):** appointment-based, approximately 20 daily trips with <3 peak-hour trips.

Overall, the proposed development generates less than half the traffic of the prior educational use and does not approach thresholds that would degrade local corridor performance.

*See Appendix F, Traffic and LOS Analysis,* for detailed trip-generation rates and comparative LOS D findings.

**Level of Service and Network Capacity:**

Based on comparable corridor volumes and operational conditions, Merriman Road currently functions at acceptable local-road performance levels, equivalent to LOS C–D under existing conditions. With an estimated 280 daily site trips, the project adds approximately 15-25 percent to total corridor volume, equating to fewer than one additional vehicle per minute during typical daytime operation. Given the low-speed, low-conflict nature of the corridor, this additional activity remains within the functional capacity margin to maintain LOS D or better.

**Access Design and Safety:**

- I. The site will be accessed via two existing asphalt-paved driveways along Merriman Road.
  - a. The southern driveway will serve as the primary entrance.
  - b. The northern driveway will serve as the designated exit.
- II. Both access points will conform to AASHTO and City of Romulus design standards for turning radii, throat length, and sight distance.
- III. Internal circulation will feature wide aisles and gated queue space to prevent on-street stacking.
- IV. Facility access will be controlled by key code from 6:00 a.m. to 10:00 p.m. daily, with on-site management present Monday through Saturday, 9:00 a.m. to 4:00 p.m., ensuring orderly operations.
- V. Vehicle activity will be limited to light-duty passenger vehicles, pickups, and vans, consistent with the posted 10-ton GVW limit on Merriman Road.

**Peak-Hour Distribution:**

Self-storage and RV users typically travel during midday and weekend periods, avoiding commuter peak hours. Flex-suite tenants generate light volumes during standard business hours. As a result, project traffic will not coincide with regional peak-hour congestion and will have minimal impact on overall flow.

**Pedestrian and Multimodal Coordination:**

Future sidewalk improvements along the east side of Merriman Road, as identified in the City’s Transportation Plan, will enhance pedestrian safety and neighborhood connectivity, complementing the project’s low-traffic character.

**Conclusion (Parcel A):** Given the project’s limited trip generation, low-intensity operations, and direct access to an underutilized local roadway, the proposed development will operate safely and efficiently without measurable impact on corridor performance. Existing and planned roadway infrastructure will easily accommodate the use while maintaining LOS D or better.

- **Parcel B** (±12.6 acres gross) - To Be Voluntarily Conveyed and Donated to the City of Romulus
- **Intended Use:** Remain R-1A for public park, open-space, or residential use consistent with the Master Plan.

Oakbrook Subdivision and shared infrastructure with Parcel A, including the donated sixty-foot (60') ingress/egress corridor along the southern boundary of Parcel A that will transfer to City ownership with Parcel B, any future access design will be reviewed through the City’s standard site-plan process to ensure neighborhood safety, maintain Level of Service, and coordinate with corridor improvements. Establishment of any additional public right-of-way south of Parcel A, if pursued by the City, shall be planned, funded, constructed, and maintained by the City or its designee and shall not impose new operational constraints on Parcel A beyond the conditions of the CZA.

**Conclusion (Parcel B):** Conveyance of Parcel B (including the sixty-foot corridor) provides the City with complete authority to manage and plan present and future access whether via the donated corridor or any City-initiated public right-of-way south of Parcel A in coordination with roadway upgrades, while maintaining safe operations and acceptable levels of service along Merriman Road. Decisions regarding such corridors will not restrict or delay approved development and operations on Parcel A under the CZA

## **7. Public Demand for Uses Permitted in the Requested Zoning District**

### **Overview**

The proposed conditional M-1 rezoning for Parcel A responds directly to established and growing demand in the City of Romulus for modern self-storage, small-business flex space, and regulated recreational-vehicle (RV) storage facilities, uses that are complementary to the City’s evolving airport-adjacent industrial corridor and serve unmet needs among residents and small enterprises. At the same time, the conveyance of Parcel B to the City reinforces long-term public goals for housing and park expansion, ensuring that residential capacity is preserved even as the City accommodates needed commercial services.

A professional market feasibility analysis was completed for the Merriman Road Corridor. The analysis confirms that the surrounding three- and five-mile trade areas exhibit measurable undersupply of self-storage and flex-space inventory relative to population and household growth, with existing facilities operating near full occupancy and limited new competition in the pipeline. Average rental rates remain strong compared to regional benchmarks, validating sustained unmet community and small-business demand for secure, non-climate and climate-controlled self-storage and workspaces in the Romulus area. Due to the proprietary nature of this report and its competitive sensitivity, the specific numerical capacity gap and rate data are omitted from the public record but are available for City review upon request.

See *Appendix G, Market Demand Feasibility Summary*, for professional verification of storage demand supporting the proposed use.

- **Parcel A** (±13.0 acres gross) - Proposed Conditional M-1
- **Proposed Uses:** Indoor climate-controlled self-storage, low-intensity flex business suites, drive-up self-storage, recreational-vehicle (RV) storage, and ancillary moving-van rental.

#### **Demonstrated Market Demand:**

- I. **Self-Storage:** A professional market feasibility analysis identifies a measurable undersupply of self-storage capacity within a five-mile radius of the site, confirming that additional storage and light-flex facilities are needed to serve residents and small businesses. Occupancies in comparable Romulus-area facilities exceed 90 percent, reflecting high household and business demand tied to population mobility and the airport logistics workforce. Self-storage demand near DTW has grown faster than new supply, with limited parcels available that meet the City's buffering and arterial-access standards. This unmet demand directly supports City residents by providing secure, accessible storage options that complement residential uses and improve property maintenance compliance. See *Appendix G, Market Demand Feasibility Summary*, for professional verification of storage demand supporting the proposed use.
- II. **RV Storage:** Romulus City Code (§ 3.06 and § 58-161) restricts long-term RV storage in residential driveways or yards. The facility also benefits community image by relocating RVs, and household goods from neighborhood streets into a well-screened, professionally managed site. Residents therefore require compliant off-site storage options that directly serve existing households and reduces neighborhood code-enforcement burdens.

- III. **Flex Business Suites:** There is a pronounced shortage of small-format, light-duty workspaces for tradespeople, creative professionals, and start-up service providers who need modest shop or office areas without committing to large industrial leases. The proposed flex suites fill this gap and support local entrepreneurship and small-business retention within the City.  
See *Appendix G, Market Demand Feasibility Summary*, for professional verification of demand supporting the proposed use.
- IV. **Ancillary Moving-Van Rental:** Limited rental availability in the south-Romulus area creates inconvenience for existing and future residents and businesses. Co-locating this service on a secure, low-traffic site complements the storage uses, supports residential mobility, and creates convenient moving rental options for future residents.

#### **Relationship to Existing Zoning Supply**

- I. The majority of Romulus's industrially zoned land (M-1/M-2) is concentrated in high-intensity logistics and warehouse districts west of I-275 and along Eureka Road. These parcels are not well suited to low-traffic, service-oriented uses like self-storage or small-scale flex space.
- II. Very few M-1 sites remain available on the Merriman Road corridor that can support neighborhood-compatible, low-impact redevelopment. Rezoning Parcel A therefore meets demand without increasing industrial intensity.

#### **Public Benefit of Meeting Demand**

- I. Provides accessible, lawful storage alternatives for residents, improving neighborhood appearance and reducing ordinance-related storage conflicts and violations.
- II. Encourages small-business formation and retention, aligning with the City's Economic Development Strategy goal of supporting locally owned service enterprises.
- III. Converts a long-vacant institutional property into an active, managed, revenue-producing site that will contribute approximately \$200,000 per year in recurring local tax revenue and \$3.5-\$4.5 million in private capital investment.

See *Appendix E, Fiscal Impact Analysis* for quantified demand and market condition projections.

**Conclusion (Parcel A):** The proposed conditional M-1 zoning satisfies measurable public demand for self-storage, RV storage, and flex-suite space within Romulus while avoiding over-zoning or incompatible industrial expansion. It strategically adds a low-impact service use type where supply is constrained and community benefit is high. By

responding to actual market needs while maintaining strict operational and aesthetic standards, the proposal enhances neighborhood livability, supports population retention and in-migration, and strengthens Romulus's reputation as a growing, well-planned community.

- **Parcel B** (±12.6 acres gross) - To Be Voluntarily Conveyed and Donated to the City of Romulus
- **Intended Use:** Remain R-1A for public park, open-space, or residential use consistent with the Master Plan.

#### **Contribution to Public Demand for Residential and Park Land:**

By donating Parcel B to the City, the applicant directly advances the Master Plan's stated objectives of expanding residential and recreational opportunities east of Merriman Road. SEMCOG projections indicate moderate population growth in Romulus through 2045, particularly among young families seeking affordable housing and access to parks. Transferring ownership to the City ensures that this land will be available for future public or residential development as market conditions warrant satisfying long-term housing demand without requiring immediate private investment.

#### **Balance of Land Supply:**

While rezoning Parcel A modestly reduces the inventory of R-1A-zoned land, the donation of Parcel B fully offsets that reduction by adding developable acreage to City control. The result is a net gain in publicly guided residential and parkland capacity consistent with community planning goals.

**Conclusion (Parcel B):** The conveyance of Parcel B preserves and expands the City's ability to meet residential and recreational demand at no public cost. This commitment complements the private redevelopment of Parcel A, ensuring that the City's housing and open-space policies remain fully supported.

## **8. Consistency with the Intent and Purpose of the Zoning Ordinance**

### **Overview**

The requested rezoning of Parcel A from R-1A to Conditional M-1 and the conveyance of Parcel B to the City of Romulus together advance the core purposes of the City's Zoning Ordinance: promoting the public health, safety, and welfare; encouraging the most appropriate use of land; ensuring orderly and compatible development; conserving property values; and efficiently utilizing existing public infrastructure. The proposal demonstrates how private reinvestment and public stewardship can work in tandem to achieve balanced, long-term community objectives.

- **Parcel A** (±13.0 acres gross) - Proposed Conditional M-1
- **Proposed Uses:** Indoor climate-controlled self-storage, low-intensity flex business suites, drive-up self-storage, recreational-vehicle (RV) storage, and ancillary moving-van rental.

**Orderly and Compatible Development:**

- I. The site fronts Merriman Road and lies directly opposite existing M-1 zoning, creating a logical, contiguous transition of uses along a designated industrial-service corridor.
- II. Conditional rezoning restricts Parcel A to low-intensity, service-oriented uses (self-storage, flex suites, RV storage, and ancillary moving-van rental) that are clean, quiet, and compatible with adjacent residential areas.
- III. High-impact industrial operations (e.g., heavy equipment, fueling, or manufacturing) are expressly prohibited, ensuring compatibility and long-term land-use stability.

**Protection of Neighborhoods and Property Values:**

- I. The redevelopment replaces a long-vacant, tax-exempt institutional building with an attractive, well-managed facility that eliminates blight and improves corridor appearance through façade renovation, landscaping, lighting, and fencing.
- II. By offering secure off-site storage for RVs, boats, and household goods, the project reduces illegal or unsightly residential storage, directly supporting the City’s property-maintenance and neighborhood-livability goals.
- III. Professional on-site management and controlled access provide oversight that minimizes nuisances and enhances safety for nearby residents.

**Efficient Use of Existing Infrastructure:**

- I. The property is already fully served by public water, sanitary sewer, and road access; redevelopment utilizes existing systems with negligible incremental demand.
- II. Stormwater detention improvements built to Wayne County DPS standards will *improve* runoff quality and reduce burden on municipal infrastructure.
- III. Compared to permitted R-1A uses such as schools or subdivisions, the proposed use generates a fraction of the water, sewer, and traffic loads demonstrating efficient and sustainable infrastructure use.

**Advancement of Public Welfare and Economic Development:**

- I. The project contributes approximately \$200,000 per year in new local tax revenue and more than \$9 million in taxable value, strengthening the City’s fiscal base without increasing service costs.

- II. Flex-suite space supports small businesses, contractors, and creative professionals seeking affordable workspace within the City, aligning with Romulus's economic-development objectives.

**Conclusion (Parcel A):** Rezoning Parcel A to Conditional M-1 fulfills the Zoning Ordinance's intent by fostering orderly development, protecting neighborhoods, utilizing infrastructure efficiently, and promoting economic vitality all while imposing clear, enforceable limits that safeguard community character and compatibility.

- **Parcel B** (±12.6 acres gross) - To Be Voluntarily Conveyed and Donated to the City of Romulus
- **Intended Use:** Remain R-1A for public park, open-space, or residential use consistent with the Master Plan.

**Preservation of Residential and Open-Space Objectives:**

- I. Donation of Parcel B to the City ensures its long-term availability for residential or recreational use, directly advancing the Ordinance's intent to conserve open space, protect neighborhoods, and promote balanced land-use distribution.
- II. Retaining R-1A classification maintains zoning continuity with the adjacent Oakbrook Subdivision and surrounding single-family neighborhoods.

**Public Health, Safety, and Welfare:**

- I. Public ownership allows the City to plan improvements, such as park expansion or future housing, in accordance with community needs and safety standards.
- II. This transfer also removes private timing and development constraints, allowing the City to control environmental stewardship and manage access responsibly.

**Equitable Land-Use Balance:**

- I. The combination of private reinvestment on Parcel A and public acquisition of Parcel B creates an equitable outcome: economic activation of an underutilized property while simultaneously expanding the City's inventory of developable residential and park land.

**Conclusion (Parcel B):** Conveying Parcel B to the City preserves residential potential, strengthens recreational infrastructure, and upholds the Ordinance's goal of protecting public welfare through thoughtful, balanced land stewardship.

### **Merriman School - Romulus Self Storage Justification Summary Statement**

The proposed conditional rezoning of ±13.0 gross acres of 15303 Merriman Road (Parcel A) from R-1A to Conditional M-1, together with the voluntary donation of ±12.6 gross acres (Parcel B) to the City of Romulus, represents a balanced, community-driven redevelopment that fulfills the goals of the City's Master Plan and Zoning Ordinance.

Parcel A's adaptive reuse of the former Merriman Elementary School for indoor climate-controlled self-storage, indoor flex-business suites, drive-up non-climate-controlled storage buildings, recreational-vehicle (RV) storage, and ancillary moving-van rental provides a fiscally sound, low-impact, corridor-appropriate use that leverages existing infrastructure, improves stormwater management, and generates an estimated \$200,000 in annual local tax revenue. Traffic and environmental impacts are minimal, and design features including architectural integration, fencing, and landscaping preserve neighborhood character.

The donation of Parcel B delivers a direct public benefit by enabling the City to guide future residential or recreational development consistent with its long-term planning and open-space goals.

The project's professionally verified market feasibility demonstrates that the proposed self-storage and flex-space redevelopment not only meets documented local demand but also converts a vacant, tax-exempt school property into a productive public-private asset. Together, these outcomes advance economic development, strengthen the City's tax base, enhance neighborhood appeal, and support Romulus's broader housing, recreation, and quality-of-life objectives through sustainable, low-impact reinvestment.

### **APPENDECIES**

- I. **Appendix E.** Fiscal Impact Analysis
- II. **Appendix F.** Traffic and LOS Analysis
- III. **Appendix G.** Market Demand Feasibility Summary

## Environmental Characteristics - Pre and Post Development

### Overview

The subject property, 15303 Merriman Road, Romulus, Michigan, is located along the east side of Merriman Road approximately 260 feet south of Eureka Road and comprises approximately 25.6 acres currently zoned R-1A. Merriman Road south of Eureka Road is a two-lane, north-south gravel local road serving both residential and light industrial properties between Eureka Road and Pennsylvania Road. The corridor includes single-family dwellings, small contractor yards, and agricultural operations, with farmland and Willow Tree Stables located nearby. Land on the west side of Merriman Road opposite the subject property is zoned M-1 Light Industrial, while the east side transitions to residential and open space, consistent with the City's current zoning framework. The proposed action will create two distinct parcels:

- I. **Parcel A (±13.0 acres gross):** To be conditionally rezoned to M-1 Light Industrial for adaptive reuse of the former Merriman Elementary School as indoor self-storage and flex-suite space, along with drive-up self-storage buildings, RV storage and ancillary moving-van rental storage.
- II. **Parcel B (±12.6 acres gross):** To be voluntarily donated to the City of Romulus for future residential or recreational use, consistent with the City's Master Plan.

### Pre-Development (Existing) Environmental Conditions:

Feature	Description
Topography	Gently sloping and largely level terrain (1–2% grades) descending from Merriman Road eastward. Elevations are consistent with surrounding residential and park areas, facilitating natural drainage toward the south and east.
Soils / Geology	According to the USDA NRCS Soil Survey of Wayne County, predominant soils are Fox Sandy Loam and Boyer Loam, moderately well-drained with favorable load-bearing capacity. No unstable substrata or excessive clay deposits observed.
Hydrology / Drainage	Surface runoff flows east-southeast toward Hale Creek and Carter Drain under the jurisdiction of Wayne County DPS. Existing storm sewers from the former school discharge to municipal systems; no standing-water or erosion issues noted.
Groundwater	Regional groundwater occurs approximately 35–45 feet below grade (USGS Romulus data). No potable wells exist within 200 feet. Soils exhibit good infiltration, minimizing perched-water risk.
Floodplain	FEMA FIRM Panels 26163C0378F & 0379F (effective 12/3/2013) classify the entire site as Zone X, outside the 0.2% annual-chance floodplain; therefore, the property is not within a regulated flood

	hazard area.
Wetlands	Michigan EGLE Wetlands Map Viewer (screen-check October 2025) indicates no regulated wetlands within site boundaries. Adjacent park woodlands exhibit no hydric soils or persistent inundation.
Woodlands / Vegetation	Parcel B contains approximately 5.5–6 acres of mature deciduous woodland dominated by oak, maple, and elm; Parcel A consists primarily of maintained turf and paved surfaces. About 45 mature trees ( $\geq 8$ in dbh) occur along the eastern treeline near the park boundary.
Wildlife Habitat	Urban-adapted species (squirrel, rabbit, raccoon, songbird) observed; MNFI records identify no threatened or endangered species within one mile.
Existing Structures / Impervious Cover	One 49,300 sq ft masonry school building, paved parking lots, and playground areas; impervious surface covers $\approx 35$ percent of total acreage.

**Post-Development (Proposed) Environmental Conditions:**

Feature	Description
Parcel A Redevelopment	Adaptive reuse of the existing school for indoor climate-controlled self-storage and low-intensity flex suites; construction of sixteen (16) architecturally integrated drive-up storage buildings on existing or improved pavement; addition of a screened RV storage area and ancillary moving-van parking. Total impervious area will remain comparable to existing coverage.
Stormwater & Drainage Improvements	Installation of new detention basins and conveyance infrastructure designed to Wayne County DPS standards (Phases 2–3). Facilities will detain and treat runoff to pre-development release rates, improving water quality through vegetated forebays and filtration.
Groundwater Protection	All proposed uses are non-hazardous and fully enclosed; no fueling, mechanical repair, or material processing will occur. Conversion from a former institutional facility to controlled storage reduces potential pollutant sources.
Parcel B (Donation Area)	Parcel B will remain largely undeveloped and wooded, preserving green-space continuity with Oakbrook Park. Upon City acceptance, the area may be enhanced for recreation or planned residential use per City discretion. Existing vegetation and open space will remain intact until such time as municipal improvements are undertaken.
Lighting & Aesthetics	All new lighting will be LED, downward-directed, and full-cutoff, preventing glare onto adjacent properties. Landscape buffers with

	native species will reinforce visual screening and promote infiltration.
Noise & Air Quality	Proposed operations produce minimal noise and vehicular emissions compared with school or industrial uses; outdoor activity limited to normal daytime hours 6:00 a.m.–10:00 p.m daily. The facility will have on-site management during daytime hours from 9:00 a.m.–4:00 p.m Monday through Saturday. Hours of access and on-site management ensure quiet, orderly operation.
Sustainability Measures	Adaptive reuse minimizes demolition waste and embodied-energy loss; reuse of existing infrastructure reduces carbon footprint. Proposed landscaping increases pervious area and enhances stormwater infiltration capacity.

**Summary of Environmental Outcomes:**

- I. No regulated wetlands, floodplain encroachments, or contamination sites exist within the property.
- II. Adaptive reuse avoids demolition and substantially reduces construction waste while maintaining existing impervious ratios.
- III. Stormwater detention improvements will enhance water-quality performance beyond pre-development conditions.
- IV. Donation of Parcel B preserves approximately ±12.6 acres gross of urban woodland and open space for City-directed recreational or residential use, maintaining ecological continuity with Oakbrook Park.
- V. The redevelopment represents a low-impact, environmentally compatible conversion of a dormant institutional site into a managed, compliant, and community-beneficial use.

## ZONING AREA 13± Acres

Situated in the City of Romulus, County of Wayne and State of Michigan, and described as follows:

Parcel No. 80-138-99-0005-000 (hereon after referred to as Parcel 0005) (being the South 1/2 of the North 1/2 of the South 1/2 of the Northwest 1/4 of the Northwest 1/4 of Section 35, Town 3 South, Range 9 East, City of Romulus, Wayne County, Michigan) and Parcel No. 80-138-99-0006-000 (hereon after referred to as Parcel 0006) (being the South 1/2 of the South 1/2 of the Northwest 1/4 of the Northwest 1/4 of said Section 35, also the North 1/2 of the North 1/2 of the Southwest 1/4 of said Northwest 1/4) except the East 600 feet and the South 60 feet, more particularly described as follows:

Commencing at the West 1/4 Corner of said Section 35;

thence S00°15'30"E 515.74 feet along the nominal centerline of Merriman Road (33-foot wide 1/2 Right-of-Way) and along the West line of said Section 35 to the Northwest Corner of said Parcel No. 0005 and the

**PLACE OF BEGINNING** ; thence S89°48'42"E 734.50 feet along the North line of said Parcel No. 0005;

thence S00°01'57"E 771.11 feet;

thence N89°45'01"W 731.47 feet parallel the South line of said Parcel No. 0006 to a point on the West line of said Section 35 and the nominal centerline of said Merriman Road;

thence N00°15'30"W 770.35 feet along the West line of said Section 35 and the nominal centerline of said Merriman Road to the Place of Beginning.

Containing 13 acres of land, more or less.

Subject to and together with all easements and restrictions affecting title to the above described premises

Note: Bearings are based on description of Park Area as disclosed in Lease Agreement dated October 1, 1974.

## CONDITIONAL ZONING AGREEMENT

THIS CONDITIONAL ZONING AGREEMENT (the “Agreement”) is made this \_\_\_\_ day of \_\_\_\_\_, 2026 (the “Effective Date”), by and between the CITY, a Michigan municipal corporation, with offices at 11111 Wayne Road, Romulus, Michigan 48174 (the “City”), and 15303 MERRIMAN RD, LLC, a Michigan limited liability company, with offices at 3780 Milano Ct., Rochester Hills, MI (the “Developer”), based upon the following facts:

**A. Authority.** The City is organized and existing under and pursuant to the Michigan Home Rule Cities Act, MCL 117.1 et seq., and exercises powers pursuant to the Michigan Zoning Enabling Act, MCL 125.3101 et seq., and applicable law.

**B. Good Standing.** Developer is in good standing in the State of Michigan and authorized to conduct business pursuant to Michigan law.

**C. Recitals.**

**I. Property.** The Developer is the contract purchaser of property commonly known as 15303 Merriman Road, Romulus, Michigan, Tax ID Nos. 80-138-99-0005-000 and 80-138-99-0006-000, consisting of approximately 25.25 acres gross (the “Property”). The Property is currently zoned R-1A Single-Family Residential District.

**II. Purpose.**

- a. The purpose of this Agreement is to conditionally rezone the front/west  $\pm 12.88$ -acre gross portion of the Property (“Parcel A” or “Premises”) to M-1 Light Industrial for the limited purposes of for indoor climate-controlled self-storage, low-intensity flex-business suites, drive-up self-storage buildings, Recreational-Vehicle (RV) storage, and ancillary moving van, small truck rentals, as defined in the Zoning Ordinance as under 10,000 pounds, and trucks (those in excess of 10,000 pounds, but subject to the Developer obtaining a use variance from the Board of Zoning Appeals (“BZA”) all subject to the conditions, restrictions, and set forth in this Agreement.
- b. The rear/east  $\pm 11.6$ -acre portion, together with the sixty-foot (60') ingress/egress access strip  $\pm 1.0$ -acre portion extending from Merriman Road along the southern boundary of Parcel A to the Parcel B (“Parcel B”) boundary line, for a total resulting area comprising Parcel B of  $\pm 12.37$ -acres gross, shall remain zoned as R-1A Single-Family Residential and shall be voluntarily conveyed and donated to the City for public park, open-space, recreational, or future residential purposes. This voluntary donation constitutes a material public benefit supporting the Conditional Rezoning of Parcel A.

## 1. Parcelization & Boundary Adjustments.

1.1 **Adjustments.** Developer shall submit a certified boundary adjustment parcel division to legally establish western front portion ( $\pm 12.88$ -acres gross) as Parcel A and eastern rear portion ( $\pm 12.37$ -acre gross) as Parcel B consistent with this Agreement. The parcel division and the City's approval thereof are expressly contingent upon, and shall not be effective unless and until, City approval of the conditional rezoning application for Parcel A. The City shall approve such adjustment provided it is consistent with this Agreement. The Agreement shall be recorded against both Parcels upon approval of conditional rezoning application of parcel A. (added)

1.2 **Parcel A (M-1).** The front/west portion of the Property fronting Merriman Road, intended to be approximately  $\pm 12.88$  acres shall be conditionally rezoned M-1 upon effectiveness of this Agreement.

1.3 **Parcel B (R-1A).** The rear/east portion of the Property  $\pm 12.37$  acres inclusive of the sixty foot (60') southern access strip, shall remain R1-A and shall be voluntarily conveyed to the City only after (i) City approval of the conditional rezoning application for Parcel A and (ii) the Developer has secured site plan approval for the Project, including all waivers and variances required for the approved site plan (as granted by the Planning Commission and/or Board of Zoning Appeals, as applicable). The City shall have full discretion over its future use for public park, recreational, open space, or residential purposes.

1.4 **Recording.** Upon City approval of conditional rezoning application of Parcel A and the Developer having secured site plan approval for the Project, including all waivers and variances required for the approved site plan (as granted by the Planning Commission and/or BZA, as applicable), the Agreement shall be recorded against both parcels along with the approved legal descriptions, which shall be prepared by Surveyor. and shall control in the event of discrepancy between narrative acreage and legal description.

## 2. Parcel A. Conditional M-1 Permitted Uses

2.1 **Permitted Uses.** Climate controlled and non-climate controlled self-storage; Flex Business Suites; Recreational Vehicle (RV) outdoor storage; ancillary moving-van and truck rental. (*see Exhibit C - Schedule of Uses*)

2.2 **Prohibited Uses.** Any use other than those expressly permitted herein this Agreement, referenced in *Exhibit C* and *Exhibit D*, is prohibited. Any additional use will require full municipal review and approval process.

2.3 **Flex Business Suites Permitted Use Restrictions.** Flex Business Suites shall consist of small, enclosed, low-intensity workspace units intended for professional, service, and light-duty commercial users requiring space for office, indoor storage, or limited light-work activities. The total area devoted to Flex Business Suite units shall not exceed 8,500 square feet, and the Flex Business Suites

shall be comprised of no more than six (6) units. Notwithstanding anything to the contrary in this Agreement or Exhibit D, the Flex Business Suite buildings shall be occupied by no more than eighty percent (80%) professional office space, as measured by square footage of the total gross floor area within the Flex Business Suite buildings. See parking calculation table on CP-1 attached hereto as Exhibit E. Permitted use categories are further defined in Exhibit D – Flex Business Suite Conditional Uses, which is incorporated herein by reference.

All Flex Business Suite uses shall remain subject to this Conditional Zoning Agreement. Any material deviation from the standards set forth herein or in Exhibit D shall require additional municipal review and approval.

**2.4 Use Limitations and Appearance Standards.** All activities on Parcel A shall be limited to self-storage, Flex Business Suite operations, RV storage, moving van and truck rental pickup and drop-off, deliveries, service activities, and vehicle movements associated with uses permitted under this Agreement. The facility may include moving van and truck rentals, which shall be required to also meet the applicable requirements for that use. RV storage and any moving van and truck rental business shall be operated and managed out of the same on-site management office that manages the self-storage business, and no separate, standalone office for such uses shall be established on Parcel A. The self-storage business and any tenant(s) offering moving van and truck rentals shall each be permitted, as an ancillary use, to offer limited retail sales of products and supplies incidental to the principal use, such as packing materials, packing labels, tape, rope, protective covers, and locks. All such activities for all uses shall occur only during the facility's established customer access hours of 6:00 a.m. to 10:00 p.m. and shall be subject to on-site and virtual management oversight, including 24-hour video surveillance and a secured, keypad-controlled entrance outside of on-site management hours.

No outdoor fabrication, dismantling, mechanical repair, vehicle servicing, outdoor merchandise display, or open storage of materials, pallets, scrap, containers, refuse, or equipment shall be permitted. No storage outside of the self-storage buildings shall be permitted. Recreational vehicle (RV) storage is permitted within the buildings or outside as an accessory use in accordance with the standards of Section 11.17(b). No storage of combustible or flammable liquids, combustible fibers, or explosive materials as defined in the fire prevention code, or toxic materials, shall be permitted within any buildings or upon the Premises. The use of the self-storage facilities shall be limited to storage of personal items and business items and shall not be used for operating any other business, maintaining or repairing of any vehicles, or for any recreational activity or, hobby.

The minimum front yard setback shall be the greater of 45' or that required under the Zoning Ordinance. All outdoor areas shall be maintained in a clean, orderly, and well-managed condition. Deliveries, service activity, and vehicle movements shall comply with applicable gross vehicle weight limits on Merriman Road. The

moving truck and van rental business shall be operated as a single business/tenant and shall initially be owner-operated by the Developer (or an entity owned and controlled by the Developer). Nothing in this section shall be construed to restrict emergency or municipal access to the site.

**2.5 On-Site Access and Outdoor Parking.** Except as otherwise provided herein, on-site access and outdoor parking shall be permitted solely for customers, employees, and authorized tenants during site access hours of 6:00 a.m. to 10:00 p.m.. Access and parking shall be subject to on-site and virtual management oversight, including 24-hour video surveillance, and a secured gated perimeter with a keypad-controlled entrance that is not accessible outside of approved access hours. Overnight outdoor parking is prohibited, except for vehicles associated with approved long-term RV storage, moving van and truck rental operations, and Flex Business Suites tenants that park fleet vehicles outside of the areas dedicated for RV storage or moving van and trucks. Parking areas will be unobstructed, equal to 1 for every 10 self-storage door openings, plus parking per the Zoning Ordinance for moving van and truck rentals, Flex Business Suites (see Sec. 2.3 for caps on profession office uses) and other permitted uses on site. Nothing in this section shall be construed to restrict emergency or municipal access to the site.

**3. Parcel B and Sixty Foot (60') Southern Access strip.** Voluntary Conveyance to the City.

**3.1 Donation.** Parcel B, comprising approximately twelve and thirty-seven hundredths (12.37) acres, shall remain zoned R-1A Single-Family Residential and together with the sixty foot 60' southern ingress/egress access strip shall be voluntarily conveyed and donated by the Developer to the City only after (i) City approval of the conditional rezoning application for Parcel A and (ii) the Developer has secured site plan approval for the Project, including all waivers and variances required for the approved site plan (as granted by the Planning Commission and/or BZA, as applicable). Following satisfaction of the foregoing conditions, the Developer shall execute and deliver a warranty deed transferring Parcel B to the City, and the City shall accept the property as a public-benefit donation.

**3.2 City Discretion and Use Restriction.** The City shall hold full title and discretion to utilize Parcel B for public park, open-space, recreational, or future residential purposes in alignment with the City's Master Plan and community development objectives. Following conveyance, no industrial or commercial uses shall be permitted on Parcel B.

**3.3 Costs.** All survey, title, and recording costs related to the donation shall be borne by the Developer.

**3.4 No Developer Obligations.** Upon the recording of the warranty deed conveying Parcel B to the City, the Developer shall have no further responsibility for the timing, funding, or performance of any development, construction, or improvement activities on Parcel B. All responsibilities for future planning, design,

use, development, or maintenance of Parcel B shall rest exclusively with the City (“City”) in its discretion. Upon donating Parcel B to the City inclusive of the sixty foot 60’ southern ingress/egress access strip, the City, as fee owners of the sixty foot (60’) southern access strip, shall be responsible for the construction and maintenance of any roadways, sidewalks, and curbs, and shall be responsible for handling any and all storm water coming from the roadway and improvements.

**3.5 Independence of Parcel A Development.** The conveyance and donation of Parcel B to the City shall have no legal, administrative, or procedural bearing on the review, approval, permitting, or construction of any improvements on Parcel A. Upon the City’s receipt and recording of the warranty deed transferring Parcel B to the City, the Developer’s rights to plan, permit, finance, construct, and operate the authorized uses on Parcel A shall be fully vested, independent, and unrestricted in accordance with this Agreement. The City acknowledges that, following such transfer, no future use, development, or planning activity on Parcel B shall impose any condition, delay, or limitation on the Developer’s ability to complete or operate improvements on Parcel A in accordance with this Agreement. Nothing herein limits the City’s authority to enforce applicable ordinances, codes, or conditions of approval applicable to Parcel A

**3.6 Ingress / Egress Access strip Conveyance** The existing ingress / egress access strip located along the southern boundary of Parcel A, formerly thirty-five (35) feet in width, shall be expanded to a sixty-foot (60’) access strip extending from Merriman Road to the Parcel B boundary line. The fee simple interest in this sixty-foot access strip shall be included within and conveyed as part of the voluntary donation of Parcel B for the benefit of the City, but shall not be conveyed unless and until (i) City approval of the conditional rezoning application for Parcel A and (ii) the Developer has secured site plan approval for the Project, including all waivers and variances required for the approved site plan (as granted by the Planning Commission and/or BZA, as applicable). Upon recordation of the warranty deed following satisfaction of such conditions, the City shall hold full fee-simple title and control over this access strip for public, park, emergency, maintenance, or potential residential access purposes at its sole discretion.

The Developer shall have no ongoing obligation for construction, maintenance, or improvement of the access strip following transfer. Prior to conveyance, the Developer shall avoid disturbing or obstructing the area except as necessary for permitted site work on Parcel A, and shall coordinate with the City to maintain safe and reasonable temporary access if required. After conveyance, all decisions regarding use, improvement, or abandonment of the access strip shall rest solely with the City.

**3.7 Successor and Notice Requirement for Parcel B.** In the event that the City no longer uses Parcel B as a park and conveys, transfers, leases, donates, or otherwise grants any ownership or possessory interest in Parcel B to a third party, joint-venture partner, or other successor in interest, the City shall ensure that such

successor is provided written notice of this Conditional Zoning Agreement and the obligations contained herein that pertain to Parcel B, including without limitation the preservation of the ingress / egress easement, the prohibition of industrial uses or any of the uses permitted under this Agreement for Parcel A, and the independence of Parcel A development rights. The City shall cause such notice to be recorded with the Wayne County Register of Deeds at the time of transfer so that it runs with the land. All successors or assigns taking title to Parcel B shall be bound by and shall comply with the applicable terms of this Agreement. The warranty deed conveying Parcel B and the sixty foot (60') southern access strip from the Developer to the City shall contain deed restrictions consistent this paragraph 3.7.

#### **4. Phased Development.**

**A. Phase 1 (Initial Operations-CP1).** Adaptive Reuse & Initial Operations Phase shall include completion of the following activities and improvements:

- i. Perform boundary adjustment dividing parcels A and B.
- ii. Conditionally rezone Parcel A to M-1 Light Industrial.
- iii. Maintain current R-1A zoning on Parcel B.
- iv. Voluntarily convey and donate Parcel B to the City
- v. Execute and Deliver warranty deed transferring Parcel B to the City
- vi. Remodel and repurpose the existing 49,300 SF building on Parcel A for indoor climate controlled self-storage units, indoor Flex Business Suites (for lease) and a moving van and truck rental facility uses, together with a canopy.
- vii. Perform necessary repairs to existing paved areas within northwestern portion of Parcel A for customer parking, RV storage, pre-fabricated self- storage buildings, and rental moving van and truck parking. Such work shall include repairs as reasonably necessary based on site conditions.
- viii. Perform necessary repairs to existing paved areas within the southwestern and southeastern portions of Parcel A for customer parking, RV storage and rental moving van and truck parking. Such work shall include repairs as reasonably necessary based on site conditions.
- ix. In those areas that do not currently have a fence, install a 6' high security fence around the entire perimeter of Parcel A north of the sixty foot (60') southern ingress/egress access strip.
- x. Construct up to three (3) pre-fabricated drive-up self-storage buildings within the existing paved parking area on northern portion of Parcel A.
- xi. Add new paving to widen existing drive aisles as necessary to accommodate two (2) way traffic, and for additional parking and drive access to loading/unloading areas, Flex Business Suite tenants' fleet vehicle parking, the RV Storage and moving van and truck rental area in the southern portion of Parcel A.
- xii. Perform the road improvements set forth in Section 6.13 below.

- xiii. Terminate the southern entrance with the perimeter fence installed per Sec. 4.A.ix. above.
- xiv. Stormwater Management may be required to be in compliance with the Wayne County Ordinance depending on the extent of impervious area introduced in Phase 1; an application to the County will be submitted to obtain a determination.

**B. Expansion Phases (Maximum Buildout-CP2).** Drive-Up Self-Storage Expansion Phase shall include completion of the following activities and improvements:

- i. Eliminate some or all of the pre-fabricated drive up self storage buildings, if any, and construct up to seventeen (17) drive-up self-storage buildings around the North, East and South side of the existing repurposed climate control formed school building with new paved access drives throughout (collectively “Self-storage Expansion Area”).
- ii. Construct per all City and County performance standards the necessary storm water management system on northern and/or eastern portion of Parcel A for collection and treatment of storm water runoff from the Self-storage Expansion Area.
- iii. Continue use of RV storage and rental van and truck parking areas on southeastern portion of Parcel A.
- iv. Install interior 6’ fence surrounding the up to seventeen (17) drive-up self-storage buildings and the access gate on the southern portion of Parcel A.
- v. Developer shall be permitted to construct a larger storm water basin or basins so as to scale the storm water basin(s) to permit future impervious improvements.

**5. Timing and Expiration**

**5.1 Commencement of Development.** The Developer shall initiate Phase 1 activities, including submission of building and trade permit applications for Parcel A, within twelve (12) months following City Council adoption of the rezoning ordinance approving this Agreement. The City acknowledges that project commencement may depend on financing approvals, lender closing schedules, and seasonal construction limitations.

**5.2 Phase Completion Targets.** The following general completion targets are established to guide orderly implementation of the Parcel A redevelopment and to ensure coordination between the City and the Developer. These targets are approximate and may be extended under Section 5.4 as needed:

- A. **Phase 1. Initial Operations-CP1.** Completion of boundary adjustments, construction of the pre-fabricated self-storage facilities, donation of Parcel B, building renovations, installation of security fencing, repairs of paved areas for initial RV and moving van and truck storage, and

all other improvements or modifications set forth in Sec. 4.A. within eighteen (18) months after commencement.

- B. **Expansion Phases.** Maximum Buildout-CP2. There shall be no obligation to construct any of the improvements set forth in Sec. 4.B above. If Developer elects to proceed with expansion, such expansion may occur in multiple phases at Developer's discretion, and no minimum number of buildings shall be required.

5.3 **Certificate of Occupancy for Phases 1.** Upon completion of Phase 1 and verification of compliance with this Agreement, the City shall issue a final Certificate of Occupancy authorizing full operation of the approved improvements and modifications on Parcel A. The City shall not unreasonably withhold, condition, or delay issuance once required inspections are passed and all applicable code requirements have been met. Issuance of the Certificate of Occupancy shall constitute acknowledgment that the Developer has fulfilled all obligations required under Phase 1.

5.4 **Force Majeure and Administrative Extensions.** The City may, upon written request by the Developer, grant reasonable extensions of time for one or more phases where delay results from weather conditions, supply-chain disruptions, labor shortages, financing or utility delays, or other circumstances beyond the Developer's control. Any approved extensions shall be memorialized in writing by mutual consent and shall not be unreasonably denied.

5.5 **Notice of Default and Opportunity to Cure.** If the City determines that the Developer has failed to make reasonable progress consistent with this Agreement, the City shall provide written notice describing the specific deficiency. The Developer shall have not less than ninety (90) days from receipt of notice to cure the deficiency.. No reversion or enforcement action shall occur while the Developer is actively working in good faith to cure.

5.6 **Reversion of Zoning Upon Nonperformance.** If, after notice and expiration of the cure period, the Developer has failed to commence or continue progress for a period exceeding twenty-four (24) consecutive months without valid justification under Section 5.4, the City may initiate procedures to revert Parcel A to its prior R-1A zoning in accordance with Section 125.3405 of the Michigan Zoning Enabling Act. Notwithstanding anything to the contrary in this Agreement, if the Developer does not secure site plan approval for Phase 1 (Initial Operations-CP1) for the Project, including all waivers and variances required for the approved site plan (as granted by the Planning Commission and/or BZA, as applicable), then (A) the conditional rezoning of Parcel A shall not take effect or, if it has taken effect, shall revert to the prior zoning classification of R-1A, and (B) this Agreement shall be null and void and of no further force or effect. In such event, the Developer shall have no obligation to convey Parcel B or the sixty-foot (60') ingress/egress access strip to the City, and any unrecorded conveyance documents shall be deemed withdrawn.

**5.7 Effect of Completion.** Upon completion of all improvements and modifications required under this Agreement and issuance of the final Certificate of Occupancy for Phases 1, all timing and expiration obligations for Parcel A shall be deemed satisfied, and this Section shall have no further force or effect.

**5.8 Performance Assurance for Phasing.** If the Developer fails to commence or materially advance a required phase within the timeframes identified in Section 5, and such delay is not excused under Section 5.4, the City, at its discretion, may require the Developer to submit a reasonable performance guarantee under MCL 125.3505 in an amount proportionate to the remaining work for that phase. The performance guarantee may include a letter of credit, cash bond, or surety acceptable to the City. This requirement shall only apply after written notice and expiration of the cure period described in Section 5.5, and shall terminate upon substantial completion of the applicable phase, nothing in this section shall be interpreted to prevent the City from pursuing its legally available remedies for any breach of this agreement including, but not limited to, exercising its rights pursuant to Section 5.6 of this Agreement.

## **6. Additional Legal Provisions**

**6.1 Concept Plan Hierarchy.** Where the terms of this Agreement impose stricter or more specific requirements than the City Zoning Ordinance, the provisions of this Agreement shall control.

**6.2 Successor Notice Requirement (Recordings of Parcel B Transfer).** At the time of conveyance of Parcel B to the City, the Developer shall record a Warranty Deed and this Conditional Zoning Agreement with the Wayne County Register of Deeds. The recording shall clearly reference the obligations and easement rights associated with both parcels so they run with the land. The City shall ensure that any subsequent conveyance, transfer, lease, or partnership involving Parcel B provides written notice of this Agreement and records such notice so that all successors and assigns remain bound by its applicable terms.

**6.3 Preservation and Conveyance of 60-Foot Ingress / Egress Access strip.** The sixty foot (60') southern ingress / egress access strip described in Section 3.6 shall constitute a permanent access strip benefiting the City, intended to ensure long-term flexibility for public access, emergency routing, and municipal planning. Upon recordation of the warranty deed conveying Parcel B, ownership of the access strip transfers to the City. Nothing in this section shall obligate the Developer to maintain, construct, or improve the sixty foot (60') southern ingress / egress access strip, nor shall any future public or private use of the access strip restrict or impair the Developer's full use and enjoyment of Parcel A.

**6.4 Independence of Parcel A Development.** Following delivery and recordation of the Warranty Deed conveying Parcel B to the City, the development, operation, financing, and timing of Parcel A shall be fully independent of any future planning, disposition, or development decisions concerning Parcel B. The City

acknowledges that no action, delay, or change in use related to Parcel B shall restrict, condition, or otherwise impair the Developer's right to complete, operate, or expand improvements on Parcel A consistent with this Agreement.

**6.5 Emergency and Life-Safety Access.** All fire lanes, emergency access drives, and access strips constructed on Parcel A shall remain available for emergency and municipal service use. The Developer shall install an approved Knox Box (or comparable fire-department authorized rapid-entry system) at all gated access points to ensure 24-hour emergency entry. The City and its emergency agencies shall have access to these routes at all reasonable times, subject to standard security procedures.

**6.6 City Discretion for Parcel B and Removal of Former School Tennis Court Hard-Top Area.** Upon donation of Parcel B, the City shall assume full ownership and full discretion regarding its planning, use, or redevelopment for park, open-space, or residential purposes. Any future site design, grading, or infrastructure improvements affecting shared boundaries or utilities shall be coordinated with the Developer to ensure continuity of storm-water management, access provisions, and safety systems.

As part of Phase 1 site preparation, the Developer shall remove the existing hard-surface tennis court area located on the former school grounds near the Oakbrook Park dog-park area. Removal shall include demolition of the asphalt or paved surface, grading the area to a stable condition, and proper disposal of materials in accordance with all applicable regulations. The area shall be restored to a clean, graded condition suitable for future integration into City park or open-space improvements. All demolition, removal, and grading costs shall be borne solely by the Developer, without reimbursement or contribution from the City.

**6.7 Insurance and Indemnification.** The Developer shall maintain comprehensive general liability insurance for all construction and operational activities on Parcel A and shall indemnify and hold harmless the City, its officers, employees, and agents from any claims or damages arising from the Developer's negligent acts or omissions. The City shall maintain comprehensive general liability insurance for any construction, maintenance, operational activities, or other work performed by or on behalf of the City within the sixty-foot (60') southern access strip after its conveyance to the City, and shall indemnify and hold harmless the Developer, its officers, employees, and agents from any claims or damages arising from the City's negligent acts or omissions in connection with such activities. The Developer shall have no liability for conditions or activities occurring on Parcel B, including within the sixty-foot (60') southern access strip, after its conveyance to the City, except to the extent caused by the Developer's negligent acts or omissions.

**6.8 Force Majeure and Administrative Extensions.** Any timeline extensions or relief granted under Section 5.4 shall apply equally to all related City reviews or

inspections required for the affected phase. Neither party shall be deemed in default for delays beyond their reasonable control, including force-majeure events, labor shortages, supply disruptions, or government restrictions.

6.9 **Runs with the Land.** All covenants, restrictions, and obligations contained in this Agreement shall run with the land and bind all successors, transferees, and assigns. Upon recordation of the Parcel B deed with the required deed restrictions, all conditions applicable solely to Parcel B shall vest in the City and release the Developer from further performance.

6.10 **Recording.** Upon satisfaction of the conditions set forth in Sec. 3.1 above, the Developer shall record this Agreement and all referenced exhibits, with the Wayne County Register of Deeds within thirty (30) days of execution and shall provide the City with a recorded copy for its files.

6.11 **Legal Descriptions.** The legal descriptions of Parcel A and Parcel B shall be supplied by a licensed surveyor (“Surveyor”) and attached as Exhibits A and B. These descriptions shall control over any general parcel references appearing elsewhere in this Agreement.

6.12 **Voluntary Nature of Agreement.** The Developer enters into and offers this Conditional Zoning Agreement voluntarily, with full understanding of its terms and of the City’s right to enforce its conditions under the Michigan Zoning Enabling Act (MCL 125.3405). The City acknowledges that, upon donation of Parcel B, all Developer obligations pertaining to that parcel are fully satisfied and the rezoning of Parcel A to Conditional M-1 shall remain valid and enforceable independent of future City actions or uses involving Parcel B.

6.13 **Merriman Road Access and Site Interface Improvements.**

A. **Merriman Road Interface and Minimum Improvements.** The Developer shall retain a qualified third-party testing company to perform core samples of the existing aggregate cross section of Merriman Road between Eureka Road and the proposed entrance driveway location of the self-storage facility to verify the material type, thickness and gradation of the existing road cross-section. The core sample testing results shall be provided to the City Engineer for review. If the City Engineer determines that the existing aggregate road cross section is sufficient for use as a base for bituminous pavement, then the existing aggregate material shall remain in place to the greatest extent feasible. The existing aggregate material shall be graded and compacted in accordance with City specifications to provide a 2% cross slope from the centerline of road to the proposed edge of pavement and to perform minor adjustments in vertical alignment where required. Approximately two (2) inches of 21AA aggregate shall be added as needed to achieve proper grade and stabilization. Bituminous pavement shall be placed

over the prepared base in accordance with City specifications to provide a twenty-four (24) foot paved width consisting of two (2) twelve (12) foot-wide lanes of travel with an asphalt pavement thickness of approximately six (6) inches appropriate for resurfacing and stabilization *with 2' compacted gravel shoulders on each side*, limited to the segment of Merriman Road beginning at the southern edge of the existing concrete roadway, where Merriman Road transitions from North to South from southern edge of the existing concrete section which is immediately adjacent to the damaged pavement section ("Damaged Section") just north of the aggregate/gravel road, and extending south to the southern edge of the radius for the proposed entrance driveway location for the self-storage facility. Ditch work, if any, shall be limited to minor reshaping and clean-out only. No curb, shoulders, widening, or storm sewer improvements are required as part of the Developer's minimum improvements. Notwithstanding anything contained herein to the contrary, Developer shall only be required to mill and cap the Damaged Section where feasible, otherwise the Damaged Section shall be replaced, but all replaced sections may use the existing base with no need for any additional aggregate material.

- B. **Limitation of Obligation.** The Merriman Road work is the stabilization and resurfacing of an existing aggregate roadway only, and not the construction of a new industrial corridor section. Developer's roadway obligation under this Agreement is limited solely to the segment of Merriman Road from the existing pavement where Merriman Road transitions from existing pavement to aggregate to the southern side of the northern entrance of the site (the proposed entrance driveway location for the self-storage facility), approximately five hundred (500) feet, and to the specific improvements identified in subsection A within that segment. Once the road work improvements to Merriman Road as set forth in this Section 6.13 are completed, the Developer shall have no further obligation to reconstruct, resurface, widen, extend, or otherwise improve Merriman Road. Responsibility for long-term maintenance and future public roadway improvements shall remain with the City.
- C. **Signage and Compliance with Weight Restrictions.** Signage, if not already installed, shall be installed and/or maintained at the Eureka Road and Merriman Road intersection and the Pennsylvania Road and Merriman Road intersection establishing the then current gross vehicle weight limit on Merriman Road between Eureka Road and Pennsylvania Road, which currently is ten (10) tons. The parties acknowledge and agree that the Merriman Road stabilization/resurfacing work described in this Agreement does not automatically reclassify Merriman Road or upgrade it to a higher weight standard.

6.14 **Administrative Finalization.** The City Planning Director and City Attorney are authorized to approve non-substantive revisions to this Agreement, including formatting, clarification, cross-references, and consistency edits,

provided such revisions do not materially expand permitted uses or intensity beyond those approved by the Planning Commission.

**6.15 Rezoning Approval Distinguished from Site Plan Approval; Waivers and Variances.** Approval of this Conditional Zoning Agreement and the associated conditional rezoning constitutes a legislative determination regarding permitted land uses and enforceable conditions only. Approval of this Agreement does not constitute site plan approval, does not approve specific engineering design, materials, layout, circulation, utilities, stormwater management, buffering, screening, or landscaping, and does not grant any zoning variances or site plan waivers.

The Concept Plan submitted with the rezoning application is provided for illustrative purposes only to generally depict the intended development of Parcel A. Detailed site design and any required variances (dimensional or use) or waivers shall be reviewed and considered through the separate site plan review process and, if applicable, the BZA. Developer will be seeking a use variance to permit trucks in excess of 10,000 pounds but below the gross vehicle weight limit(s) for Merriman Road to be rented on the Premises.

Developer acknowledges and agrees that any waiver, variance, deviation, or other relief from the City Zoning Ordinance, site plan requirements, or other applicable development standards that may be requested or required in connection with the Project may be granted only by the City Planning Commission or the City BZA, as applicable, following the procedures and standards established by law. No statement, review comment, approval, or action by City staff, consultants, or any other City board, commission, or official shall be construed as granting any such waiver or variance, and Developer shall not rely upon the same.

## **7. Exhibits**

- 7.1 **Exhibit A.** Parcel A Legal Description
- 7.2 **Exhibit B.** Parcel B Legal Description
- 7.3 **Exhibit C.** Schedule of Uses
- 7.4 **Exhibit D.** Flex Business Suite Conditional Uses
- 7.5 **Exhibit E.** CP-1 and CP-2

## **8. Execution**

IN WITNESS WHEREOF, the parties hereto have executed this Conditional Zoning Agreement on the date first set forth above.

**CITY OF ROMULUS**, a Michigan municipal corporation

SIGNED:  
For: CITY  
By:

\_\_\_\_\_

And by

For: CITY  
By:

\_\_\_\_\_

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me personally appeared \_\_\_\_\_ of the City, and \_\_\_\_\_ of the City, to me known to be the person described in and who executed the foregoing Agreement and acknowledged before me that they executed the same as their free act and deed.

Signature: \_\_\_\_\_  
Printed: \_\_\_\_\_, Notary Public  
\_\_\_\_\_ County, Michigan  
My Commission Expires: \_\_\_\_\_

**DEVELOPER**  
15303 MERRIMAN RD, LLC, a Michigan limited liability company

SIGNED:  
For: 15303 MERRIMAN RD, LLC  
By: Brian B. Kanona, Manager

\_\_\_\_\_

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me personally appeared Brian B. Kanona on behalf of 15303 Merriman Rd, LLC, to me known to be the person described in and who executed the foregoing Agreement and acknowledged before me that they executed the same as their free act and deed.

Signature: \_\_\_\_\_  
Printed: \_\_\_\_\_, Notary Public  
\_\_\_\_\_ County, Michigan  
My Commission Expires: \_\_\_\_\_

**Exhibit A.**

## Parcel A Legal Description Development Parcel 12.88± Acres

Commencing at the Property Controlling Corner to the Northwest Corner of Section 35, Town 3 South, Range 9 East, City of Romulus, Wayne County, Michigan as previously disclosed in Land Corner Recordation Certificate as recorded in Liber 46874, Page 1220, Wayne County Records, said point being distant N02°38'47"W 460.00 feet to said Northwest Corner of Section 35; thence S02°38'47"E 360.17 feet along the West line of said Section 35 and the nominal centerline of Merriman Road (33-foot wide 1/2 Right-of-Way) to the **POINT OF BEGINNING**; thence N87°52'37"E 734.47 feet; thence 02°25'17"E 765.30 feet; thence S87°51'04"W 731.46 feet to said West line of Section 35 and said nominal centerline of Merriman Road, to a point distant 1047.90 feet S02°38'47"E to the West 1/4 Corner of said Section 35; thence N02°38'47"W 765.65 feet along said West line of Section 35 and said centerline of Merriman Road to the Point of Beginning. Being a part of the Northwest 1/4 of Section 35, Town 3 South, Range 9 East, City of Romulus, Wayne County, Michigan. Containing 12.88 acres of land, more or less. Subject to the rights of the public over the Westerly 33 feet thereof as occupied by Merriman Road (33-foot wide 1/2 Right-of-Way), also to and together with all easements and restrictions affecting title to the above described premises.

**Exhibit B.**

## Parcel B Legal Description City Dedication Parcel 12.37± Acres

Commencing at the Property Controlling Corner to the Northwest Corner of Section 35, Town 3 South, Range 9 East, City of Romulus, Wayne County, Michigan as previously disclosed in Land Corner Recordation Certificate as recorded in Liber 46874, Page 1220, Wayne County Records, said point being distant N02°38'47"W 460.00 feet to said Northwest Corner of Section 35; thence S02°38'47"E 360.17 feet along the West line of said Section 35 and the nominal centerline of Merriman Road (33-foot wide 1/2 Right-of-Way) thence N87°52'37"E 734.47 feet to the **POINT OF BEGINNING**; thence continuing N87°52'37"E 600.00 feet to a point on the West line of "Oakbrook Subdivision," a part of said Northwest 1/4 of Section 35, according to the plat thereof, as recorded in Liber 89 of Plats, Pages 41 through 42, inclusive, Wayne County Records; thence S02°25'17"E 825.03 feet along said West line of "Oakbrook Subdivision;" thence S87°51'04"W 1331.22 feet to said West line of Section 35 and said nominal centerline of Merriman Road, to a point distant 987.90 feet S02°38'47"E to the West 1/4 Corner of said Section 35; thence N02°38'47"W 60.00 feet along said West line of Section 35 and said centerline of Merriman; thence N87°51'04"E 731.46 feet; thence N02°25'17"W 765.30 feet to the Point of Beginning. Being a part of the Northwest 1/4 of Section 35, Town 3 South, Range 9 East, City of Romulus, Wayne County, Michigan. Containing 12.37 acres of land, more or less. Subject to the rights of the public over the Westerly 33 feet thereof as occupied by Merriman Road (33-foot wide 1/2 Right-of-Way), also to and together with all easements and restrictions affecting title to the above described premises.

**Exhibit C. Schedule of Uses**

Use Category / Specific Use	Parcel A. Conditional M-1 (± 12.88 acres gross)	Parcel B. R-1A Single-Family Residential* (± 12.37 acres gross)
Self-Storage Facility	P	NP
Flex Business Suites ( <i>See Exhibit D for scheduled uses</i> )	P	NP
Recreational Vehicle (RV) Outdoor Storage	P	NP
Ancillary moving van and truck rental (ancillary to self-storage)	P	NP
Public park, open-space, and recreational	NP	P
R-1A Single Family Residential	NP	P

\* No Industrial Uses will be allowed on the resulting Parcel B.

Legend:

P = Permitted Use

NP = Not Permitted Use (or permitted only upon amendment to this Agreement)

**Exhibit D. Flex Business Suite Conditional Uses**

Use Category	Permitted Uses
1. Professional Offices	Architects, engineers, accountants, consultants, real estate offices, insurance offices, design professionals, remote-work offices, co-working suites and similar professional offices
2. Personal or Business Service Trades	Service or trade businesses operating from small indoor offices and indoor storage, including HVAC, electrical, plumbing, IT support, and landscaping businesses
3. Creative Studios	Art studios, music studios, photography studios, video and audio production studios, digital design studios, prototype or maker studios
4. Small-Scale Assembly or Storage (E-Commerce or Service Operations)	Light product assembly or kitting (decor, promotional kits, hobby supplies); micro-fulfillment for online sales (Etsy, Shopify, Amazon sellers); packaging and shipping of small goods; short-term indoor storage for service-related materials

**Enforcement and General Standards.** All Flex Business Suite uses shall remain subject to the Conditional Zoning Agreement. Any material deviation from the standards below shall require additional municipal review and approval. The following standards apply to all Flex Business Suite uses:

- i. **Indoor Operations Only.** All Flex Business Suite operations shall occur entirely within enclosed buildings and low-intensity in nature (maximum of 80% may be Professional Offices). Hours of operations limited to 6:00 a.m. - 10:00 p.m.
- ii. **No Outdoor Storage.** Outdoor (overnight) storage of materials, equipment, pallets, inventory, refuse, containers, or supplies is prohibited.
- iii. **Fleet Vehicles.** Flex Business Suites tenants may park fleet vehicles within the areas dedicated for fleet vehicle parking.
- iv. **Commercial Vehicles.** Overnight outdoor parking of commercial vehicles is prohibited, except as provided in iii above. Ancillary moving van and truck rental vehicles operated as part of the on-site self-storage business may be parked overnight. Customer, Personal or Business service vehicles are permitted to park during hours of operation 6:00 a.m. - 10:00 p.m. only.
- v. **Parking Compliance.** If tenant mix or operational changes shall comply with all applicable parking performance standards as may be modified by the Planning Commission or BZA.. Other than the vehicles permitted to be parked overnight as set forth above, parking hours shall be limited to 6:00 a.m. - 10:00 p.m..
- vi. **Retail Prohibited.** No walk-in retail, showroom, or high-turnover customer-facing uses are permitted. Customer interactions shall be limited to those incidental to the primary self-storage operation only. Notwithstanding anything contained herein to the contrary, tenant(s) offering self-storage and moving van and truck rentals shall

- be permitted to offer limited retail sales of products and supplies incidental to the principal use, such as packing materials, packing labels, tape, rope, protective covers, and locks, and chains shall be permitted on the site devoted to this use
- vii. **Indoor Storage Only.** All tools, materials, inventory, and associated business items shall be stored indoors within an enclosed leased suite or enclosed self-storage unit.
  - viii. **Noise and Odor Control.** All Flex Business Suite activities shall be conducted indoors with sound, vibration, and odor fully contained within the building. No vibration, noise, or odor shall be detectable beyond the building.
  - ix. **No Public Events.** No public performances, events, exhibitions, or retail galleries are permitted.
  - x. **No Industrial Activity.** No machining, manufacturing, industrial processing, or palletized warehousing is permitted as part of Flex Business Suite operations.
  - xi. **Limited Goods.** Operations shall be limited to light goods and hand tools only.
  - xii. **Delivery Restrictions.** The Developer shall operate the facility in a manner that complies with the applicable gross vehicle weight restrictions on Merriman Road, including the ten (10) ton gross vehicle weight limit and any future revisions to the gross vehicle weight limits, and shall limit vehicle types accordingly, including moving trucks and larger RVs as needed. Deliveries shall be limited to parcel carriers or light-duty vans only not exceeding Merriman Road weight limits adjacent to the subject site.

**Exhibit E.** Conceptual Plan (CP-1) and Maximum Buildout Conceptual Plan (CP-2)

**[PLANS TO FOLLOW]**





**Project.** 15303 Merriman Road – Proposed Conditional M-1

**Applicant.** 15303 Merriman Rd LLC

**Parcels.**

- A. Parcel A: ± 13.0 acres gross - Proposed Conditional M-1
- B. Parcel B: ± 12.6 acres gross - To be donated to the City of Romulus

**1. Purpose and Context**

The redevelopment of 15303 Merriman Road will convert a long-vacant, tax-exempt public-school property into a privately funded, income-producing asset while donating a substantial portion of the property to the City of Romulus for public and residential use.

This integrated structure directly advances the 2019 Romulus Master Plan and the City’s Land Use and Transportation Plan objectives by:

- I. Revitalizing the Merriman Road corridor south of DTW through adaptive reuse and site reinvestment.
- II. Expanding the City’s tax base with minimal additional demand on municipal services.
- III. Increasing City-owned land to support open-space preservation, recreation, and housing initiatives.
- IV. Demonstrating public-private cooperation consistent with the City’s Economic Development Strategy and Obsolete Property Rehabilitation goals.
- V.

**2. Parcel A - Private Taxable Redevelopment**

**2.1 Land Use Summary.**

- i. Adaptive reuse of the existing ±49,000 sq ft school building for indoor climate-controlled self-storage, low-intensity flex-business suites, and a small moving-van rental office.
- ii. New site improvements include sixteen (16) architecturally integrated drive-up self-storage buildings, screened RV storage areas, Wayne County-compliant stormwater detention, landscaping, fencing, lighting, and access control.
- iii. Estimated capital investment: \$3.5 – \$4.5 million (entirely privately funded).

**2.2 Fiscal Performance (illustrative projection).**

Item	Pre-Development (Vacant School)	Post-Development (Parcel A)
Assessed Value (SEV)	\$0 (tax-exempt)	≈ \$4,462,500 (based on ≈ \$8.9 M TCV)
City Operating Millage (≈ 15 mills)	\$0	≈ \$67,000 per year
Other Local Millages (Police, Fire, County)	\$0	≈ \$134,000 per year

Building Permits and Fees	N/A	\$75,000 – \$150,000 (one-time)
Local Vendor Spending (O&M, landscaping, security)	Minimal	≈ \$100,000 per year
Capital Investment	N/A	\$3.5 – \$4.5 million (private)

### 2.3 Economic Impact.

- i. Transforms a non-revenue public property into a taxable commercial enterprise adding approximately \$9 million in market value.
- ii. Produces an estimated \$200,000 per year in recurring local tax revenue, including about \$67,000 per year in City operating revenue.
- iii. Generates \$75,000 to \$150,000 in one-time construction permit and inspection fees plus ongoing operational spending.

### 2.4 Operational Impact

- i. Very low public-service demand (less than 10 percent of a typical residential or school use).
- ii. Low and off-peak traffic volumes with negligible water and sewer demand.
- iii. All stormwater, circulation, and lighting upgrades privately funded and maintained.

### 2.5 Social and Community Benefits.

- i. Visually upgrades a dormant institutional site with landscaping, architecture, and lighting improvements.
- ii. Supports small-business entrepreneurship through affordable flex-suite leasing for tradespeople and service providers.
- iii. Improves corridor image, safety, and property-value stability within adjacent neighborhoods.
- iv. Addresses verified community demand for modern, secure self-storage and RV facilities, reducing nuisance parking and storage conflicts in residential areas.

## 3. Parcel B - Public Donation and Community Advancement

### Overview

Parcel B ±12.6 acres gross will be voluntarily conveyed and donated to the City of Romulus upon execution of the Conditional Rezoning Agreement. It will remain zoned R-1A Residential, and the City will retain full discretion to determine its future use for parks, recreation, or housing consistent with the 2019 Master Plan Neighborhood Goals and Open-Space Objectives.

### 3.1 Estimated Value and Fiscal Benefit

- i. Land area: ± 12.6 acres gross.
- ii. Estimated market value: \$40,000 – \$60,000 per acre (≈ \$504,000 – \$756,000 total)
- iii. Fiscal benefit: Immediate acquisition of a public asset at no cost to the City with potential grant-matching utility through MDNR, CDBG, or LWCF programs.

### 3.2 Economic and Operational Value to the City

- i. Eliminates City expenditures for park or housing land acquisition.
- ii. Expands City land inventory to support future residential development and public facilities.
- iii. Provides leverage for public-private partnerships or grant-funded amenity projects.
- iv. Promotes integration between Oakbrook Subdivision, existing parkland, and future residential corridors.

### 3.3 Social and Community Benefits

- i. Enhances neighborhood identity and livability through expanded recreation and open space.
- ii. Positions the City to advance Master Plan Goal LU-3 by providing diverse housing and recreation options through strategic public ownership.
- iii. Demonstrates partnership and corporate citizenship by reinvesting in Romulus and supporting its community growth objectives.

## 4. Combined Fiscal and Community Impact Summary

Category	Parcel A (Private Redevelopment)	Parcel B (Public Donation)
Land Area	±13.0 acres gross	±12.6 acres gross
Use Type	Conditional M-1 (Self-Storage, Flex Suites, RV Storage, moving-van rental)	R-1A (City Park or Residential)
Investment Value	\$3.5 – \$4.5 million	\$504 k – \$756 k donated land value
Annual Tax Revenue	≈ \$200 k local total	N/A – tax-exempt public benefit
Public-Service Demand	Very low	Moderate (park maintenance only)
Community Benefit	Employment, tax base growth, corridor revitalization	Park expansion and future housing capacity
Master Plan Consistency	Economic revitalization and corridor reuse	Housing and recreation objectives

## 5. Summary

The conditional rezoning of 15303 Merriman Road delivers quantifiable economic and community benefits.

- i. Parcel A converts a long-vacant, tax-exempt property into a productive commercial facility that will contribute more than \$200,000 annually in local tax revenue, generate millions in private capital investment, and provide ongoing community-serving amenities.
- ii. Parcel B provides the City of Romulus with an immediately usable public asset valued between \$504,000 and \$756,000, supporting park expansion, residential readiness, and community vitality at no cost to taxpayers.

Together, these outcomes advance the City of Romulus 2019 Master Plan goals for economic revitalization, neighborhood enhancement, transportation improvement, and public-private partnership, positioning the Merriman Road corridor as a model for balanced, sustainable redevelopment.

Metric	Assumption / Result
Existing Corridor ADT (Merriman south of Eureka)	1,000 – 2,000 vpd
Project Daily Trips (range)	243 – 282 vpd
Resulting Corridor ADT with Project	1,243 – 2,282 vpd
Percent Increase Over Existing	≈ 12% – 28%
AM Peak-Hour Site Trips	~17 – 23 vph
PM Peak-Hour Site Trips	~28 – 32 vph
Added Vehicles per Minute (AM / PM)	~0.3 – 0.4 vpm AM • ~0.5 – 0.6 vpm PM
Former School Daily Trips (context)	~500 – 700 vpd
Change vs Former School (daily)	~45% – 60% lower than former school
Former School Peak-Hour (context)	200+ vph (AM and PM)
Change vs Former School (peak)	~80% – 90% lower peak-hour than former school
TIS Threshold Check	City trigger cited at > 500 daily trips. Project < 500, screening-level TIA is sufficient.

**Notes and assumptions.**

- i. Trip rates use ITE Trip Generation (self-storage LU 151; office proxy for flex LU 710) with conservative sizing.
- ii. RV and moving-van activity are intermittent and appointment-based; included in totals.
- iii. Resulting added flow equates to fewer than one extra vehicle per minute at the peak, consistent with acceptable local-road operations and LOS D or better expectations.
- iv. No off-site improvements, signalization changes, or lane additions are anticipated.
- v. Two existing driveways will operate enter south / exit north, with on-site queuing that prevents any frontage stacking.

**Legend.**

vpd = vehicles per day  
 vph = vehicles per hour  
 vpm= vehicles per minute

## Traffic Generation Summary - Merriman Road Conditional Rezoning

**Location:** 15303 Merriman Road, Romulus, Michigan

**Parcel A (Proposed Conditional M-1):** Indoor climate-controlled self-storage, drive-up storage, flex business suites, RV storage, and ancillary moving-van rental.

This document outlines the methodology and calculations used to derive the Project Daily Trips as summarized in Appendix F of the Merriman Road Conditional Rezoning Application. The purpose is to illustrate how each use component contributes to the total projected daily and peak-hour trip estimates.

### 1. Program Elements Used for Trip Generation

Component	Quantity / Size	Notes
<b>Self-Storage (indoor + drive-up)</b>	110,000 sq ft total GFA	Includes climate-controlled and drive-up units
<b>Flex Business Suites</b>	6,000 sq ft GFA	Small, low-intensity tenant spaces
<b>RV Storage</b>	100 striped stalls	Anticipate RV storage stalls to be phased down ~ 4-14 striped stalls by completion of phase 3.
<b>Moving-Van Rental</b>	14 vehicles	Authorized dealer model, under 10-ton GVW

### 2. Trip-Generation Rates Applied (ITE 11th Edition & Proxy Data)

Use Type	ITE Land Use Code	Daily Trips per Unit	Source
<b>Self-storage</b>	LU 151 – Mini-Warehouse	1.43–1.68 trips / 1,000 sq ft	ITE Trip Generation Manual, 11th Ed.
<b>Flex suites</b>	LU 710 – General Office proxy	8.06–9.74 trips / 1,000 sq ft	ITE Trip Generation Manual, 11th Ed.
<b>RV storage</b>	–	0.15–0.25 trips / space	ITE Trip Generation Handbook, 3rd Ed.
<b>Moving-van rental</b>	LU 990 – Vehicle Equipment Rental (proxy)	1.0–1.5 trips / vehicle	U-Haul/Penske Dealer Data, 2023

### 3. Daily Trip Calculations by Use

- Rounded screening range used for submittal consistency: 240–280 vpd (consistent with Appendix F's 243–282 vpd).

Use Type	Quantity	Rate (Range)	Calculation	Trips per Day (Range)
<b>Self-storage</b>	110,000 sq ft	1.4–1.6 / 1,000	$110,000 \text{ sq ft} \times (1.4-1.6) / 1,000$	<b>154–176</b>
<b>Flex suites</b>	6,000 sq ft	8–10 / 1,000	$6,000 \text{ sq ft} \times (8-10) / 1,000$	<b>48–60</b>
<b>RV storage</b>	100 spaces	0.15–0.25 / space	$100 \times 0.15-0.25$	<b>15–25</b>
<b>Moving-van rental</b>	14 vehicles	1.0–1.5 / vehicle	$14 \times 1.0-1.5$	<b>14–21</b>
<b>Total Estimated Daily Trips</b>	–	–	–	<b>231–282</b>

### 4. Peak-Hour Factors and Calculations

- Using upper-end daily = 282 vpd, and peak-hour generator adjustments:
- To reach Appendix F totals (AM 17–23 vph, PM 28–32 vph), reviewers applied driveway and distribution adjustments, higher office peaking on weekdays, and conservative upper-end trip rates.

Use Type	Daily Trips	AM PHG (%)	AM Trips	PM PHG (%)	PM Trips
<b>Self-Storage</b>	~175	3.5%	6.1	6%	10.5
<b>Flex Suites</b>	~60	15%	9.0	12%	7.2
<b>RV Storage</b>	~22	3.5%	0.8	6%	1.3
<b>Van Rental</b>	~25	3.5%	0.9	6%	1.5
<b>Totals (Rounded)</b>	<b>282</b>	—	<b>17–18 AM</b>	—	<b>20–21 M</b>

## 5. Corridor Context

Factor	Existing	With Project	Change
<b>Merriman ADT (baseline)</b>	1,000–2,000 vpd	1,243–2,282 vpd	+12% to +28%
<b>Former school use</b>	500–700 vpd	–	Project is 45%–60% lower
<b>Former school peak hour</b>	>200 vph	–	Project is 80%–90% lower

## 6. Notes / Findings

- A. Actual totals may vary slightly depending on final building sizes, suite counts, and stall numbers.
- B. Once construction-level design is finalized, a refined traffic memo should confirm the trip generation and verify compliance with City thresholds.
- C. Traffic impact is minimal, adding fewer than one vehicle per minute at peak.
- D. Substantial reduction in volume compared to former school operations
- E. On-site circulation keeps queues off Merriman Road
- F. Project remains far below City’s 500-trip TIS threshold
- G. The results remain within the City’s acceptable LOS D or better operational range for local roads.

## References

1. *Institute of Transportation Engineers (ITE), Trip Generation Manual, 11th Edition (2021).*
2. *ITE Trip Generation Handbook, 3rd Edition (2017).*
3. *Michigan Department of Transportation (MDOT) Traffic Analysis Guidelines (2020).*
4. *U-Haul Dealer Operations Data, 2023 – Small Dealer Averages (Class 1 and 2 vehicles, under 10-ton GVWR).*
5. *Wayne County Department of Public Services, Roadway Classification and Access Management Standards (2022).*
6. *Romulus Master Plan and Transportation Plan (2019 Update).*

**Project:** 15303 Merriman Road - Proposed Conditional M-1

**Prepared for:** 15303 Merriman Rd, LLC

**Date:** October 2025

**Consultant:** Redacted for Confidentiality

### **Purpose and Scope**

A third-party market and feasibility analysis were commissioned to evaluate the demand potential for a proposed self-storage, RV storage, and small-business flex-suite redevelopment at 15303 Merriman Road in Romulus, Michigan. The study examined demographic trends, existing supply within a five-mile radius, competitive facility occupancy, rental-rate benchmarks, and absorption potential through 2030.

### **Findings (Public Summary)**

- I. **Market Undersupply:** The Romulus area demonstrates a measurable shortage of modern, climate-controlled self-storage and small-format flex-workspace inventory relative to population and household growth projections through 2030.
- II. **Occupancy and Utilization:** Comparable facilities in the primary trade area maintain stabilized occupancies exceeding regional averages, indicating sustained user demand.
- III. **Rate Positioning:** Prevailing monthly rental rates for standard and climate-controlled units support long-term project viability without reliance on subsidy or incentive programs.
- IV. **Flex-Suite Demand:** Local service providers, contractors, and creative professionals express unmet need for small, enclosed workspaces combining office, storage, and light-work functionality uses aligned with Conditional M-1 standards.
- V. **Community Demand Factors:** Residential code restrictions on RV, trailer, and excess household storage, combined with rising housing density, reinforce community need for secure off-site storage options.
- VI. **Traffic and Operational Fit:** Trip-generation rates correspond to low-intensity commercial use, well below former school traffic levels, and consistent with existing corridor capacity. See *Appendix F, Traffic and LOS analysis*, for trip-generation rates and comparative LOS D findings

### **Conclusions**

The study concludes that a self-storage and flex-suite facility at 15303 Merriman Road is:

- I. **Market-Supported:** Serves verified local and regional demand across residential and small-business segments.
- II. **Context-Appropriate:** Utilizes existing infrastructure within an established mixed-use corridor while remaining compatible with adjacent residential land use.
- III. **Financially Feasible:** Capable of supporting private financing under conservative absorption assumptions and market-rate pricing.
- IV. **Publicly Beneficial:** Reduces neighborhood storage conflicts, stimulates reinvestment in a long-vacant institutional property, and strengthens the City's tax base through private capital investment.

### **Confidentiality Statement**




This appendix provides an executive-level summary only. Detailed market tables, inventory data, and valuation models are confidential and withheld from the public record to protect proprietary competitive information. The complete report is available for review by the City of Romulus Planning Department and City Council upon written request.

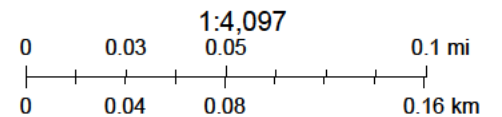
# Wetlands Map Viewer



October 3, 2025

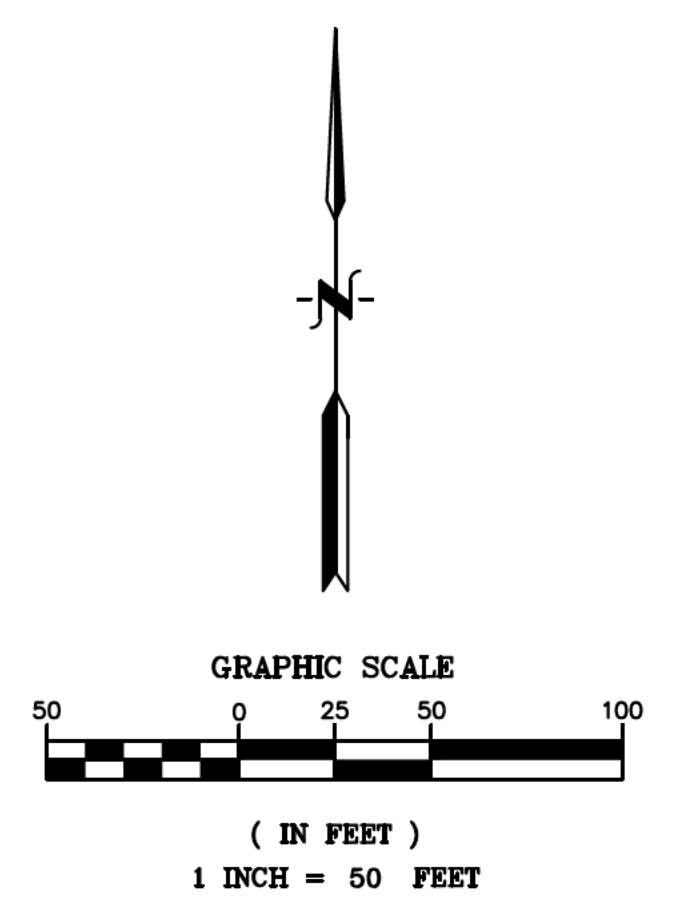
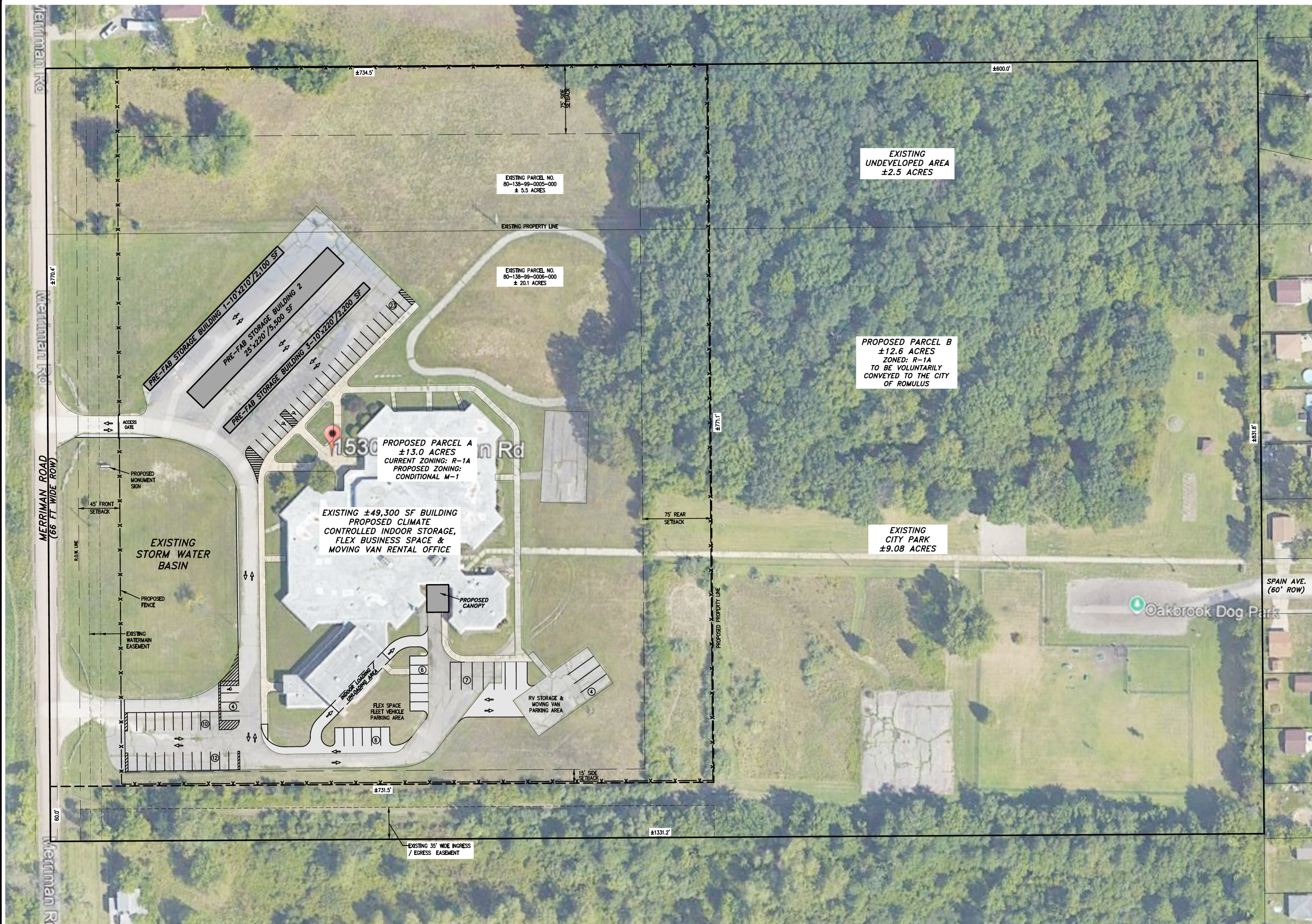
Part 303 Final Wetlands Inventory

-  Wetlands as identified on NWI and MIRIS maps
-  Soil areas which include wetland soils
-  Wetlands as identified on NWI and MIRIS maps and soil areas which include wetland soils



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

Disclaimer: This map is not intended to be used to determine the specific



- SITE DEVELOPMENT NOTES:**
- Adaptive Reuse and Initial Operations:
- Perform boundary adjustment to create proposed Parcels A and B.
  - Conditionally rezone Parcel A to M-1 Light Industrial.
  - Maintain current R-1A zoning on Parcel B.
  - Voluntarily convey Parcel B to the City of Romulus.
  - Remodel and repurpose the existing building on Parcel A for indoor climate controlled self-storage units, indoor flex business lease suites and moving van rental facility uses.
  - Restore existing paved areas.
  - Widen existing drive aisles as necessary to accommodate 2-way traffic, indoor storage loading/unloading access, flex fleet parking, RV storage and rental van parking.
  - Install security fence and landscaping around entire facility.
  - Install pre-fab storage building units in northwest corner of site on existing paved surface.

**EXISTING SITE DATA:**

PARCEL NUMBERS: 80-138-99-0005-000 & 80-138-99-0006-00

SITE ADDRESS: 15303 MERRIMAN ROAD

SITE AREA: ±25.6 ACRES GROSS  
±25.0 ACRES NET

**PROPOSED SITE DATA:**

PARCEL A:

PROPOSED AREA: ±13.0 ACRES GROSS  
±12.4 ACRES NET

CURRENT ZONING: R-1A SINGLE FAMILY RESIDENTIAL

PROPOSED ZONING: CONDITIONAL M-1 LIGHT INDUSTRIAL

CURRENT USE: VACANT SCHOOL

PROPOSED USE: SELF-STORAGE FACILITY / FLEX BUSINESS SPACE / MOVING VAN RENTAL FACILITY

PARCEL B:

PROPOSED AREA: ±12.6 ACRES GROSS  
±12.5 ACRES NET

ZONING: R-1A SINGLE FAMILY RESIDENTIAL

CURRENT USE: CITY PARK / VACANT LAND

**PARKING CALCULATIONS:**

REQUIRED AUTO PARKING:

INDOOR STORAGE = 1 SPACE PER 10 UNITS  
= 240 UNITS x 1 SPACE / 10 UNITS  
= 24 SPACES

FLEX SPACES (BASED ON MAX. POTENTIAL PARKING NEEDS)

OFFICE (8,500 SF GFA x 80% = 6,800 SF GFA):  
REQUIRED = 1 PER 250 SF UFA  
= 6,800 SF x 80% x 1 SPACE / 250 SF  
= 22 SPACES

ASSEMBLY (8,500 SF GFA x 20% = 1,700 SF GFA):  
REQUIRED = 1 PER 550 SF UFA  
= 1,700 SF x 80% x 1 SPACE / 550 SF  
= 3 SPACES

TOTAL REQUIRED = 49 SPACES

PROPOSED AUTO SPACES = 49 SPACES

PROPOSED FLEX FLEET SPACES = 12 SPACES

PROPOSED RV/MOVING VAN SPACES = 11 SPACES



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DESIGN: JHG	REVISION #	DATE	REVISION-DESCRIPTION	REVISION #	DATE	REVISION-DESCRIPTION
DRAFT: JHG	1	09-26-2025	REVISED PER CITY REVIEW COMMENTS	6	02-16-2026	REVISED PER CLIENT REQUEST
CHECK: CAG	2	10-03-2025	REVISED PER CLIENT REQUEST			
	3	10-28-2025	REVISED PER CLIENT REQUEST			
	4	12-30-2025	REVISED PER CLIENT REQUEST			
	5	01-02-2026	REVISED PER CLIENT REQUEST			

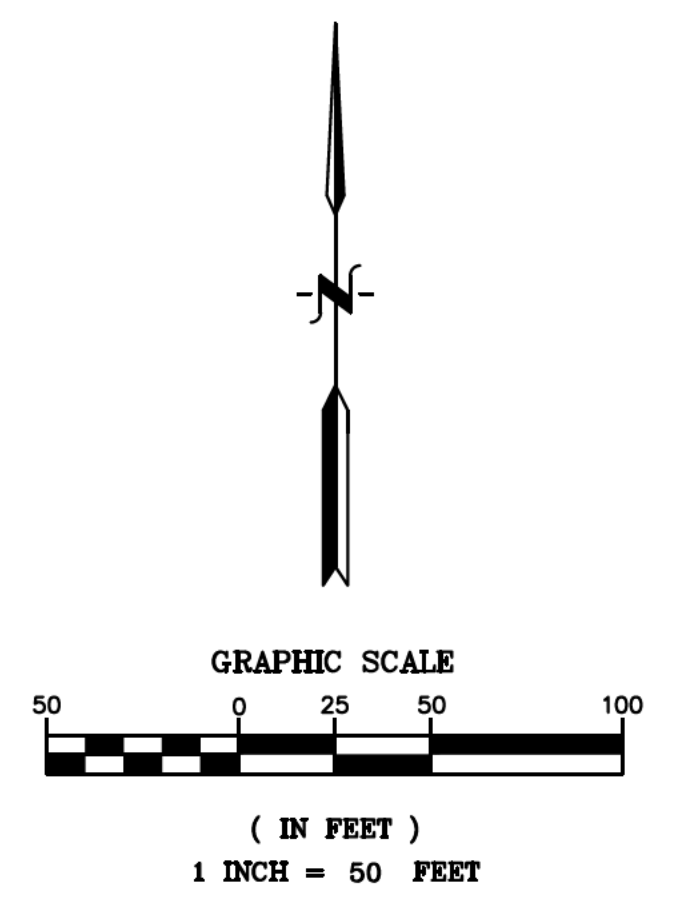
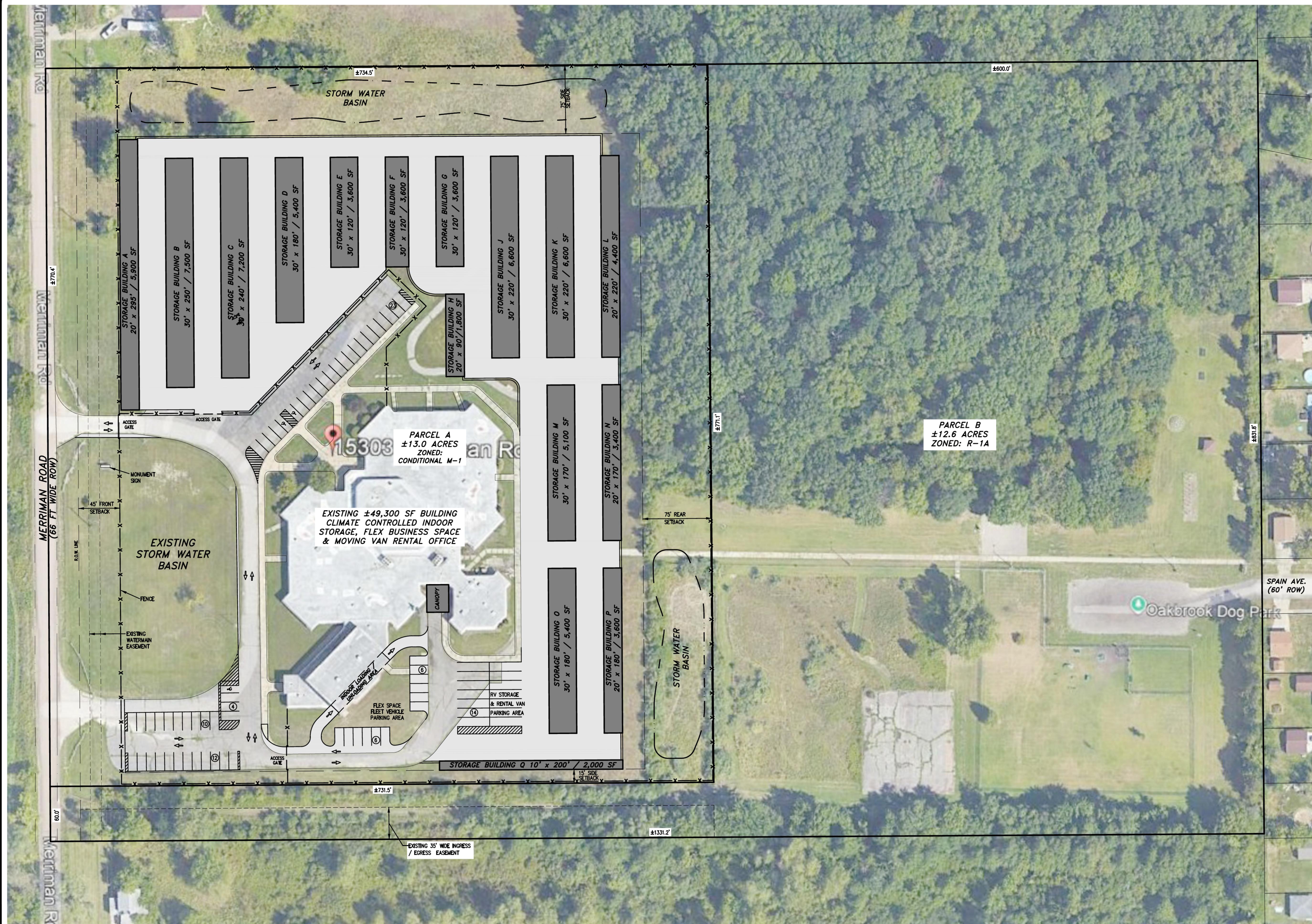
## ROMULUS SELF STORAGE

## INITIAL OPERATIONS CONCEPTUAL DEVELOPMENT PLAN

CLIENT:  
15303 MERRIMAN RD, LLC  
3780 MILANO ROAD  
ROCHESTER HILLS, MICHIGAN 48307  
(248) 787-4717

SCALE: 1in. = 50ft.  
PROJECT No.: 254976  
DWG NAME: 4976 ALX  
ISSUED: FEB. 16, 2026

# CP1



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DESIGN: JHG	REVISION #	DATE	REVISION-DESCRIPTION
DRAFT: JHG CHECK: CAG	1	09-26-2025	REVISED PER CITY REVIEW COMMENTS
	2	10-03-2025	REVISED PER CLIENT REQUEST
	3	10-28-2025	REVISED PER CLIENT REQUEST
	4	01-02-2026	REVISED PER CLIENT REQUEST

REVISION #	DATE	REVISION-DESCRIPTION

# ROMULUS SELF STORAGE

# MAXIMUM BUILDOUT CONCEPTUAL DEVELOPMENT PLAN

CLIENT:  
15303 MERRIMAN RD, LLC  
3780 MILANO ROAD  
ROCHESTER HILLS, MICHIGAN 48307  
(248) 787-4717

SCALE: 1in. = 50ft.  
PROJECT No.: 254976  
DWG NAME: 4976 ALX  
ISSUED: FEB. 16, 2026

**CP2**



# *City of Romulus*

## *Chairperson’s Report, Tina Talley, Mayor Pro-Tem*

Council Meeting Held: **April 13, 2026**

Item No. **A.**

General Description: Boards and Commission Updates

**Resolution No. \_\_\_\_\_**

<i>Moved by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Seconded by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

<i>Ayes:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Nays:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Abstain:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

**MOTION CARRIED  
UNANIMOUSLY**

**MOTION CARRIED**

**MOTION FAILED**



# City of Romulus

## Chairperson's Report, Tina Talley, Mayor Pro-Tem

Council Meeting Held: **April 13, 2026**

Item No. **B.**

General Description: Approval of the Chairperson's Report

**Resolution No.** \_\_\_\_\_

<i>Moved by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Seconded by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

<i>Ayes:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Nays:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Abstain:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

**MOTION CARRIED  
UNANIMOUSLY**

**MOTION CARRIED**

**MOTION FAILED**



# *City of Romulus*

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

Council Meeting Held: **April 13, 2026**

Item No. **A.**

General Description: Grant Agreement with State of Michigan Department of Labor and Economic Opportunity - New Fire Apparatus

**Resolution No. \_\_\_\_\_**

<i>Moved by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Seconded by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

<i>Ayes:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Nays:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Abstain:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

MOTION CARRIED  
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

# City of Romulus

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## INTEROFFICE MEMORANDUM

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**TO:** The Honorable Romulus City Council  
**FROM:** Mayor Robert A. McCraith  
**SUBJECT:** Grant Agreement with State of Michigan, Dept. of Labor and Economic Opportunity for a New Fire Apparatus  
**DATE:** April 8, 2026

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I concur with the recommendation of David Heavener, Fire Chief and request City Council adopt the attached Grant Agreement between Michigan Department of Labor and Economic Opportunity and the City of Romulus for the award of \$1,000,000.00 for the purchase of a fire apparatus.

Motion by \_\_\_\_\_, supported by \_\_\_\_\_, to concur with the administration and adopt the attached Grant Agreement between Michigan Department of Labor and Economic Opportunity and the City of Romulus for the award of \$1,000,000.00 for the purchase of a fire apparatus.

**Fire Chief  
Dave Heavener**



**Fire Prevention  
Chief David Allison**

To: Mayor Robert McCraight

From: Chief David Heavener

cc: Julie Wojtylko, Jill Lambert

Date: 4/6/2026

Re: Approval of Grant Agreement with State of Michigan, Department of Labor and Economic Opportunity for a new fire apparatus.

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Good Morning, Mayor McCraight,

Please present the attached grant agreement to the Romulus City Council for approval. The agreement outlines that the City of Romulus will be awarded \$1,000,000 in one-time grant funding to purchase a fire apparatus and place it into service. This grant will enhance emergency response capacity and public safety by replacing an aging apparatus. This will also bring the City closer to its goal of triangulating our fire response to better serve the totality of the City.

The estimated \$495.52 difference between the project cost and the grant amount will be paid for by department and considered match.

Should it be signed, the grant agreement will be in effect from the date of signature until –09/30/2030. We anticipate a project close out far ahead of this date. The Fire Department will submit the required quarterly progress reports to maintain compliance with this contract as well as a final closeout report upon project completion. This contract has been reviewed by the City's attorney.

A budget amendment in the total amount of the grant will follow should this request be approved.

Thank you,

Chief David Heavener

GRANT AGREEMENT BETWEEN  
MICHIGAN DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY  
hereinafter referred to as the "Department"  
AND  
City of Romulus  
hereinafter referred to as the "Grantee"

**GRANTEE/ADDRESS:**

Name: Dave Heavener  
Title: Chief  
Address: 11111 Wayne Rd, Romulus, MI 48174 1472  
Phone: (734) 624-1563

**GRANT ADMINISTRATOR/ADDRESS:**

Contact Name: Amber Covington  
Organizational Unit: Department of Labor and Economic Opportunity, State of Michigan  
Address: Elliott-Larsen Building, 6th Floor, 320 S. Walnut St.  
Lansing, MI 48933  
Telephone Number: (517) 388-0567

**GRANT PERIOD:**

This Agreement will begin on 10/01/2025 and continue through 09/30/2030. No activity will be performed, and the Department will not assume any responsibility or liability for costs incurred by the Grantee prior to the start date of this Agreement. This Agreement is in full force and effect for the period specified.

**TOTAL AUTHORIZED BUDGET: \$1,000,495.52**

State Contribution: \$1,000,000.00  
Match Contribution: \$495.52

**ACCOUNTING DETAIL:**

Assistance Listing # (ALN).:  
Grantee's Unique Entity Identifier: HN5LT6DXMRA1  
Federal ID: 38-6006334

**RECIPIENT RELATIONSHIP IN GRANT AGREEMENT:**

Sub-recipient       Vendor       Recipient

**Special Conditions:**

- A. This Agreement is valid upon approval and execution by the Department which may be contingent upon approval by the State Administrative Board and signature by the Grantee.
- B. This Agreement is conditionally approved subject to and contingent upon the availability of funds.
- C. Based on the availability of funding, the Department may specify the amount of funding the Grantee may expend during a specific time period within the Agreement Period.
- D. The Department will not assume any responsibility or liability for costs incurred by the Grantee prior to the start date of this Agreement.
- E. The Grantee is required by 2004 PA 533 to receive payments by electronic funds transfer.
- F. The Grantee agrees that all procurement transactions involving the use of state funds in excess of \$5,000 must be conducted in a manner that provides maximum open and free competition i.e receiving multiple bids, quotes, and proposals to buy comparable goods and services. When competitive selection is not feasible or practical, the Grantee agrees to obtain the written approval of the Department before making a sole source selection. Sole source contracts should be negotiated to the extent that such negotiation is possible.

This is Grant # E20260060 between the Michigan Department of Labor and Economic Opportunity (Department), and City of Romulus (Grantee), subject to terms and conditions of this grant agreement (Agreement).

## **Part I: AGREEMENT PROVISIONS**

**Agreement Scope:** The Grantee agrees to comply with all terms and conditions of this grant Agreement, including any schedules and attachments that are incorporated by reference into the Agreement.

**Agreement Amount:** The total amount of this Agreement is \$1,000,495.52. Under the terms of this Agreement, the Department will provide funding not to exceed \$1,000,000.00.

**Agreement Approval:** This Agreement is conditionally approved subject to and contingent upon the availability of funds. This Agreement becomes valid upon approval and execution by the Department, which may be contingent upon approval by the State Administrative Board and signature by the Grantee.

### **1.0 Statement of Purpose**

The purpose of the program is to fund the following State of Michigan budget appropriation:

Sec. 455. (11) From the funds appropriated in part 1 for legislatively directed spending items, \$1,000,000.00 must be awarded to the city of Romulus to support the purchase of a fire truck.

### **1.1 Statement of Work**

The Grantee agrees to undertake, perform, and complete the following project:

These services are specifically described in the Grantee's Proposal, Attachment A.

### **1.2 Detailed Budget**

A. The Budget is incorporated into this Agreement as attachment B. The Grantee agrees that all funds shown in the Budget are to be spent as detailed in the Budget. The Grantee is prohibited from spending funds for "lobbying" and related activities as defined in MCL 4.415. Other prohibited expenses include:

- Lobbying / Political Activities
- Court fees/costs
- Contributions and donations
- Fines and penalties
- Legislative expenses
- Entertainment expenses
- Fundraising costs, including costs of hosting events
- Cash reserves and endowment contributions
- Alcoholic beverages
- Sales tax for non-profit and governmental entities
- Goods and services for personal use
- Expenses outside of budgeted items

- Any other expenses LEO determines are ineligible
- B. This Agreement does not commit the State of Michigan (State) or the Department of Labor and Economic Opportunity (LEO) to approve requests for additional funds at any time.
- C. If applicable, Grantee will be reimbursed for travel costs including mileage, meals, and lodging, that are budgeted, incurred, and related to project activities provided under this Agreement.
1. If the Grantee has a documented policy related to travel reimbursement for employees, the Department will reimburse the Grantee for travel costs at the Grantee's documented reimbursement rate for employees. Otherwise, the state of Michigan travel reimbursement rate applies.
  2. Federally funded Grantees must comply with Title 2 CRF 200.475.
  3. State of Michigan travel rates may be found at the following website: [https://www.michigan.gov/dtmb/0,5552,7-358-82548\\_13132---,00.html](https://www.michigan.gov/dtmb/0,5552,7-358-82548_13132---,00.html) ,
  4. International travel must be preapproved by the Department and itemized in the budget.
- D. A deviation allowance greater than 5% of the budget category amount will be allowed only with a formal grant amendment that must be signed by both the Grantor and Grantee.
- A deviation allowance that is less than 5% is allowable without Department approval provided that they do not authorize new categories, subcontracts, equipment items, or positions not shown in the attached Program Budget Summary and supporting detail schedules.

### **1.3 Funding**

Based on the availability of funding, the Department may specify the amount of funding the Grantee may expend during a specific time within the Agreement Period.

### **1.4 Amendments**

- A. Amendments to the Budget or workplan will be valid only upon prior review by and written approval from the Department.
- B. Any amendment to this Agreement will be valid only if made in writing and executed by all parties to this Agreement.
- C. Any amendment proposed by the Grantee that would affect the Department's funding of any project must be submitted in writing to the Department immediately upon determining the need for such change.
- D. The Department has sole discretion to approve or deny an amendment request.

- E. Upon the Department's request and receipt of a proposed amendment, the Grantee must amend this Agreement.

## 1.5 Payment and Reimbursements

The maximum amount of grant funding is \$1,000,000.00 ( One Million and 00/100)

- A. Payments may be made upon submission of Grantee Financial Status Report (FSR) requests in EGrAMS <http://egrams-mi.com/leo> indicating grant funds received to date, project expenditures to date (supported with computer printouts of accounts, general ledger sheets, balance sheets, etc.), and objectives completed to date. Backup documentation such as computer printouts of accounts, ledger sheets, check copies, etc. must be maintained for audit purposes for the full length of the Department's retention schedule, to comply with this Agreement.
- B. The Grantee representative who submits the FSR is certifying to the best of their knowledge and belief that the report is true, complete, and accurate and the expenditures, disbursements, and cash receipts are for the purposes and objectives set forth in the terms and conditions of this Agreement. Costs incurred engaging in lobbying activities, as defined in MCL 4.415(2), are not permitted or considered a reimbursable cost. The Grantee representative submitting the FSR should be aware that any false, fictitious, or fraudulent information, or the omission of any material facts, may subject them to criminal, civil, or administrative penalties for fraud, false statements, false claims, or other bases for liability or guilt.
- C. FSRs must be submitted no later than 30 calendar days after the close of each month. The monthly FSRs must reflect total actual program expenditures up to the total agreement amount. Grantee's failure to meet financial reporting responsibilities as identified in this Agreement may result in the Department withholding future payments.
- D. The payment of the final grant amount will be made after completion of the project and after the Department has received and approved a final report, if applicable. The final payment is also contingent upon the submission of a final invoice that includes expenditures of grant funds reported by line item and compared to the approved Budget.
- E. The Grantee is required by section 283a of the Management and Budget Act, MCL 18.1283a, to receive payments by electronic funds transfer.
- F. Operational Advance: Operational Advances require prior approval from Department. Specific Terms of the operational advance are included in Attachment E once the Department approves Public Act 279 of 1894, MCL 17.52 states that the state shall take all steps necessary to assure that payment for goods or services, is mailed within 45 days after receipt of the goods or services, a complete invoice for goods or services, or a complete contract for goods or services, whichever is later.
- G. Reimbursement Mechanism  
All Grantees must register using the on-line vendor self-service site to receive

all state of Michigan payments as Electronic Funds Transfers (EFT)/Direct Deposits, as mandated by MCL 18.1283a. Vendor registration information is available through the Department of Technology, Management and Budget's web site: <https://www.michigan.gov/sigmavss>.

H. Unobligated Funds

Any unobligated balance of funds held by the Grantee at the end of the Agreement period will be returned to the Department within 30 days of the end of the Agreement unless the Department instructs otherwise.

I. Indirect Costs

The Grantee may use an approved federal or state indirect rate in their budget calculations and financial status reporting. If the Grantee does not have an existing approved federal or state indirect rate, they may use a 15% de minimis rate in accordance with 2 CFR 200 to recover their indirect costs. Governmental Grantees with an existing cost allocation plan may budget accordingly in lieu of an indirect cost rate. Non-governmental Grantees may use a cost allocation plan only if the plan was in place before December 26, 2014.

## 1.6 Monitoring and Reporting Program Performance

A. Monitoring. The Grantee shall monitor performance to assure that time schedules are being met and projected work by time period is being accomplished.

B. Progress Reports. The Grantee must submit to the Grant Administrator **Quarterly** progress reports in EGrAMS by the 15th day of the following month of the quarter's end. The progress report must include the following:

1. The percentage of completion of the project objectives. This should include a brief outline of the work accomplished during the reporting period and the work to be completed during the subsequent reporting period.
2. A brief description of problems or delays, real or anticipated, which should be brought to the attention of the Grant Administrator.
3. A statement concerning any significant deviation from the previously agreed-upon Statement of Work.

C. The Grantee must submit a final report and do the following:

1. Submit the final report to the Grant Administrator for review no later than 30 calendar days after the close of the grant agreement period.
2. The final report must include the following information:
  - a. A summary of the project implementation plan and any deviations from the original project as proposed.
  - b. Accomplishments and problems experienced while carrying out the project activities.

- c. Coordinated efforts with other organizations to complete the project.
- d. Impacts, anticipated and unanticipated, experienced as a result of the project implementation.
- e. Financial expenditures of grant money and other contributions to the project, in-kind and/or direct funding.
- f. Any experience in applying the project products and anticipated “next steps”.
- g. Actual Budget expenditures compared to the Budget in this Agreement. Include the basis or reason for any discrepancies.

## PART II - GENERAL PROVISIONS

### 2.1 Project Changes

Grantee must obtain prior written approval for project changes from the Department.  
**See Section 1.2, Detailed Budget.**

### 2.2 Delegation

Delegation is permitted only with the Department's approval. To delegate this agreement, by whole or part, the Grantee must:

- A. notify the Department at least 90 calendar days before the proposed delegation;
- B. provide a statement ensuring that no conflicts of interest or ethical concerns exist as described in Section 3.9 - Conflict and Ethics; and
- C. provide the Department any information it requests to determine whether the delegation is in its best interest.

### 2.3 Program Income/Interest Income

#### A. Program Income

All program income must be used before the submission of the final closeout report for the Fiscal Year (FY) for which program income was earned. All program income must be added into the program budget and used to further program objectives.

Program income means:

- i. Gross income received, and directly generated by a grant-supported activity, or earned only as a result of the grant agreement during the grant period;
- ii. income from fees for services performed from the use of rental of real or personal property acquired with grant funds;
- iii. income from the sale of commodities or items fabricated under a grant agreement; and
- iv. income from payments of principle and interest on loans made with grant funds.

Program income does not include other monetary sources, including but not limited to rebates, credits, discounts, refunds, or interest earned on any of these items.

"During the grant period" means the time between the effective date of the award and the ending date of the award reflected in the final closeout expenditure report.

#### B. Interest Income

1. Interest income earned by Grantee is not considered program income and must be identified and reported to LEO using Attachment D.
2. Interest income earned is due no later than the 20th calendar day after the end of the calendar quarter.
3. Remittance of interest income earned in excess of \$1,000 for grant

period must be remitted via check made payable to the "State of Michigan," along with a completed remittance submission form (Attachment D) to the following address:

State of Michigan Department of Labor and Economic Opportunity,  
Finance PO Box 30823 Lansing, MI 48909

#### **2.4 Share-in-savings**

The Department will share in any cost savings realized by the Grantee. Therefore, final Grantee reimbursement will be based on actual expenditures. The Department must approve any exception to this requirement in writing.

#### **2.5 Order of Spending**

Unless otherwise required, Grantee shall expend funds in the following order: (1) private or local funds, (2) federal funds, and (3) state funds. Grantee is responsible for securing any required matching funds from sources other than the State.

#### **2.6 Purchase of Equipment**

The purchase of equipment not specifically listed in the Budget, Attachment B, must have the Department's prior written approval. Equipment means non-expendable personal property having a useful life of more than one year that costs \$10,000 or more per unit. Grantee will retain the equipment unless otherwise instructed at the time of approval.

#### **2.7 Accounting**

The Grantee must adhere to the Generally Accepted Accounting Principles and must maintain records which will allow, at a minimum, for the comparison of actual outlays with budgeted amounts. The Grantee's overall financial management system must ensure effective control over and accountability for all funds received. The Grantee's financial system must provide accurate, current, and complete disclosure of the financial results of the grant funds received. Accounting records must be supported by source documentation including, but not limited to, balance sheets, general ledgers, time sheets and invoices. The expenditure of state funds shall be reported by line item and compared to the Budget. The Grantee must report expenditures on an accrual basis, at a minimum, quarterly.

#### **2.8 Records Maintenance, Inspection, Examination, and Audit**

The Department or its designee may audit Grantee to verify compliance with this Grant. Grantee must retain, and provide to the Department or its designee, upon request, all financial and accounting records related to the Grant through the term of the Grant and for 7 years after the latter of termination, expiration, or final payment under this Grant or any extension ("Audit Period"). If an audit, litigation, or other action involving the records is initiated before the end of the Audit Period, Grantee must retain the records until all issues are resolved.

Within 10 calendar days of providing notice, the Department and its authorized representatives or designees have the right to enter and inspect Grantee's premises

or any other places where Grant Activities are being performed, and examine, copy, and audit all records related to this Grant. Grantee must cooperate and provide reasonable assistance. If any financial errors are revealed, the amount in error must be reflected as a credit or debit on subsequent invoices until the amount is paid or refunded. Any remaining balance at the end of the Grant must be paid or refunded within 45 calendar days.

This Section applies to Grantee and Grantee's parent, affiliate, or subsidiary organization and any subgrantee that performs Grant Activities in connection with this Grant.

If the Grantee is a governmental or non-profit organization and expends the minimum level specified in OMB Uniform Guidance, which is one million dollars (\$1,000,000 as of December 26, 2013) or more in total federal funds in its fiscal year, then Grantee is required to submit an Audit Report to the Federal Audit Clearinghouse (FAC) as required in 200.36.

## **2.9 Insurance requirements**

Grantee is responsible for carrying and maintaining insurance coverage as applicable to the projects in this Grant Agreement. All required insurance or self-insurance must:

- a. Protect the state of Michigan from claims that may arise out of, are alleged to arise out of, or result from Grantee's or a subcontractor's performance;
- b. Be primary and non-contributing to any comparable liability insurance (including self-insurance) carried by the state.
- c. Require that subcontractors maintain the required insurances contained in this Section.

This Section is not intended to and is not to be construed in any manner as waiving, restricting or limiting the liability of the Grantee from any obligations under this Agreement.

Each Party must promptly notify the other Party of any knowledge regarding an occurrence which the notifying Party reasonably believes may result in a claim against either Party. The Parties must cooperate with each other regarding such claim.

## **3.0 Subcontractors**

Subcontractor means a person or entity that is awarded a portion of this Grant by Grantee and is obliged to perform that specified portion of the Grant in accordance with the Grant's terms. For any subcontracted activity or product, the Grantee will ensure:

1. That a written subcontract is executed by all affected parties prior to the initiation of any new subcontract activity or delivery of any

subcontracted product. Exceptions to this policy may be granted by the Department if the Grantee asks the Department in writing within 30 days of execution of the Agreement.

2. That any executed subcontract to this Agreement must require the subcontractor to comply with all applicable terms and conditions of this Agreement. If a conflict between this Agreement and the provisions of the subcontract arise, the provisions of this Agreement will prevail.

A conflict between this Agreement and a subcontract, however, will not be deemed to exist where the subcontract:

- a. Contains additional non-conflicting provisions not set forth in this Agreement;
  - b. Restates provisions of this Agreement to afford the Grantee the same or substantially the same rights and privileges as the Department; or
  - c. Requires the subcontractor to perform duties and/or activities in less time than that afforded the Grantee in this Agreement.
3. That the subcontract does not affect the Grantee's accountability to the Department for the subcontracted activity.
  4. That any billing or request for reimbursement subcontract costs is supported by a valid subcontract and adequate source documentation on costs and activities.
  5. That the Grantee will submit a copy of the executed subcontract if requested by the Department.
  6. That the Grantee will conduct monitoring, at least annually, to ensure that the subcontractor is in compliance with the grant agreement.
  7. Grantee is responsible for ensuring its subcontractors, if any, carry and maintain insurance coverage as applicable to the subcontracted service(s).

### **3.1 Procurement**

The Grantee agrees that all procurement transactions involving the use of state funds in excess of \$5,000 must be conducted in a manner that provides maximum open and free competition i.e receiving multiple bids, quotes, and proposals to buy comparable goods and services. When competitive selection is not feasible or practical, the Grantee agrees to obtain the written approval of the Department before making a sole source selection. Sole source contracts should be negotiated to the extent that such negotiation is possible.

### **3.2 Liability**

The Grantee, not the Department, is responsible for all liabilities because of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this

Agreement, if the liability is caused by the Grantee, any contractor or subcontractor, or anyone employed by the Grantee. The Department shall not be liable for any claims, judgments or costs merely by providing grant funding.

### **3.3 Intellectual Property**

#### **Ownership by Grantee**

Unless otherwise required by law, all intellectual property developed using funds from this Agreement, including copyright, patent, trademark and trade secret, shall belong to the Grantee.

### **3.4 Safety**

The Grantee, and all subgrantees, are responsible for ensuring that all precautions are exercised at all times for the protection of persons and property. Safety provisions of all Applicable Laws and building and construction codes shall be observed. The Grantee, and every subgrantee, are responsible for complying with all federal, state and local laws and regulations in any manner affecting the work or performance of this Agreement and shall at all times carefully observe and comply with all rules, ordinances, and regulations. The Grantee, and all subgrantees, shall secure all necessary certificates and permits from municipal or other public authorities as may be required in connection with the performance of this Agreement. The Grantee, and all subgrantees, shall safeguard all assets and ensure they are used solely for authorized purposes.

### **3.5 General Indemnification**

Inasmuch as each party to this grant is a governmental entity of the State of Michigan, each party to this grant must seek its own legal representation and bear its own costs; including judgments, in any litigation which may arise from the performance of this grant. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

### **3.6 Termination**

#### **A. Termination for Cause**

The Department may terminate this Grant for cause, in whole or in part, if Grantee, as determined by the Department:

- (a) endangers the value, integrity, or security of any location, data, or personnel;
- (b) becomes insolvent, petitions for bankruptcy court proceedings, or has an involuntary bankruptcy proceeding filed against it by any creditor;
- (c) engages in any conduct that may expose the Department to liability;
- (d) breaches any of its material duties or obligations; or
- (e) fails to cure a breach within the time stated in a notice of breach; or
- (f) fails to meet any terms of the grant agreement.

Any reference to specific breaches being material breaches within this Grant will not be construed to mean that other breaches are not material.

If the Department terminates this Grant under this Section, the Department will issue a termination notice specifying whether Grantee must:

- (a) cease performance immediately, or
- (b) continue to perform for a specified period.

If it is later determined that Grantee was not in breach of the Grant, the termination will be deemed to have been a Termination for Convenience, effective as of the same date, and the rights and obligations of the parties will be limited to those provided in Subsection B, Termination for Convenience.

The Department will only pay for amounts due to Grantee for Grant activities accepted by the Department on or before the date of termination, subject to the Department's right to set off any amounts owed by the Grantee for the Department's reasonable costs in terminating this Grant. The Grantee must pay all reasonable costs incurred by the Department in terminating this Grant for cause, including administrative costs, attorneys' fees, court costs, transition costs, and any costs the Department incurs to procure the Grant activities from other sources.

#### B. Termination for Convenience

Either party by giving 30 days written notice to the other party stating the reasons for termination and the effective date may terminate this Grant in whole or in part without penalty and for any reason, including but not limited to, appropriation or budget shortfalls. If the Department terminates this Grant for convenience, the Department will pay all allowable costs, as determined by the Department, for Department approved Grant Responsibilities.

#### C. Stop Work Order

The Department may suspend any or all activities under this Agreement at any time. The Department will provide the Grantee with a written stop work order detailing the suspension. Grantee must comply with the stop work order upon receipt. During a stop work period, the Department will not pay for any activities, Grantee's incurred expenses or financial losses, or any compensation.

### **3.7 Reallocation or Termination of Funding**

If the United States Treasury, State of Michigan legislature, or the State of Michigan government fails to provide or terminates the funding necessary for the Department to fund this Agreement, the Department may terminate this Agreement. Upon such termination of funding, the Department shall have no further obligation to provide Program Funds. Program awards will be revoked and the Program Funds reallocated if the Grantee fails to provide necessary information, fails to meet deadlines, fails to secure the necessary agreements and approvals within the established timeframes, or otherwise fails to cooperate with state partners in a manner sufficient to all state partners for the satisfactory completion of the project. Remaining Program Funds may be reallocated as the Department otherwise sees fit consistent with PA 5 of 2023.

### **3.8 Clawback Clause**

The Department, in its discretion, has the right to recoup or clawback this Grant to collect any funds that are declined, unspent, or otherwise misused, unless otherwise indicated in this Agreement. Grantee must return any funds that become subject to recoupment or clawback.

### **3.9 Conflicts and Ethics**

Grantee, Grantee's parent, affiliate, or subsidiary organization, and any subgrantee that performs Grant Activities in connection with this Grant must uphold high ethical standards and are prohibited from:

- (a) holding or acquiring an interest that would conflict with this Grant;
- (b) doing anything that creates an appearance of impropriety with respect to the award or performance of the Grant;
- (c) attempting to influence or appearing to influence any State employee by the direct or indirect offer of anything of value; or
- (d) paying or agreeing to pay any person, other than employees and consultants working for Grantee, any consideration contingent upon the award of the Grant.

Grantee must immediately notify the Department of any violation or potential violation of these standards.

### **4.0 Non-Discrimination**

Under the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, et seq., the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, et seq., and Executive Directive 2019-09, Grantee and its subcontractors agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, sexual orientation, gender identity or expression, height, weight, marital status, partisan considerations, any mental or physical disability, or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. Breach of this covenant is a material breach of the Grant Agreement.

#### **4.1 Unfair Labor Practices**

Under MCL 423.324, the Department may void this Agreement if the name of the Grantee or the name of a subcontractor, manufacturer, or supplier of the Grantee subsequently appears on the Unfair Labor Practice register compiled under MCL 423.322.

#### **4.2 Prevailing Wage Act Statutory Provision**

Grantee must comply with prevailing wage requirements to the extent applicable to this Agreement. As required by MCL 408.1112, if the Michigan Prevailing Wage Act, MCL 408.1101 et seq., applies to this Grant, construction mechanics (as defined in MCL 408.1101 (b)) are intended beneficiaries of the contractual prevailing wage, fringe benefit, and nondiscrimination nonretaliation requirements of the Agreement. Any construction mechanic aggrieved by the failure of a Grantee or subcontractor to pay prevailing wages or benefits as specified in this Agreement, or by a violation of MCL 408.1107, in addition to any other remedies provided in that Act or by law, may bring an action in a court of competent jurisdiction against the Grantee or subcontractor for damages or injunctive relief and may be awarded reinstatement or other appropriate relief, and all damages sustained, together with actual costs and

attorney fees at trial and on appeal. If the Michigan Prevailing Wage Act applies to this Agreement, the rates of wages and fringe benefits to be paid to each class of construction mechanic (as defined in MCL 408.1101 (b)) by the Grantee and subcontractors must not be less than the wage and fringe benefit rates prevailing in the locality in which the work is performed.

#### **4.3 Force Majeure**

Neither party will be in breach of this Agreement because of any failure arising from any disaster or acts of god that are beyond their control and without their fault or negligence. Each party will use commercially reasonable efforts to resume performance. Grantee will not be relieved of a breach or delay caused by its subcontractors. If immediate performance is necessary to ensure public health and safety, the Department may immediately contract with a third party.

#### **4.4 Media Releases**

News releases (including promotional literature and commercial advertisements) pertaining to the Grant or project to which it relates must not be made without the prior written approval of the Department, and then only in accordance with the explicit written instructions of the Department.

#### **4.5 Website Incorporation**

The Department is not bound by any content on Grantee's website unless expressly incorporated into a term of this Agreement.

#### **4.6 Certification Regarding Debarment**

By signing this agreement, the Grantee certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Agreement by any federal or State department or agency. If the Grantee is unable to certify to any portion of this statement, the Grantee must attach an explanation to this Agreement.

#### **4.7 Illegal Influence**

The Grantee certifies, to the best of his or her knowledge and belief that:

- A. No federal appropriated funds have been paid nor will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this grant, the Grantee shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

- C. The Grantee shall require that the language of this certification be included in the award documents for all grants or subcontracts and that all subrecipients shall certify and disclose accordingly.

The Department has relied upon this certification as a material representation. Submission of this certification is a prerequisite for entering into this Agreement imposed by 31 USC § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Grantee also certifies, to the best of his or her knowledge and belief, that no state funds have been paid nor will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any State agency, a member of the Legislature, or an employee of a member of the Legislature in connection with the awarding of any state contract, the making of any state grant, the making of any state loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any state contract, grant, loan or cooperative agreement.

#### **4.8 Governing Law**

This Grant is governed, construed, and enforced in accordance with Michigan law, excluding choice-of-law principles. Grantee waives any objections, such as lack of personal jurisdiction or an inconvenient forum (i.e., forum non conveniens). Grantee must appoint an agent in Michigan to receive service of process.

#### **4.9 Compliance with Laws**

Grantee must comply with all federal, state, and local laws, rules, and regulations.

#### **5.0 Disclosure of Litigation, or Other Proceeding**

Grantee must notify the Department within 14 calendar days of receiving notice of any litigation, investigation, arbitration, or other proceeding (collectively, "Proceeding") involving Grantee, a subgrantee, or an officer or director of Grantee or subgrantee, that arises during the term of the Grant, including:

- (a) a criminal Proceeding;
- (b) a parole or probation Proceeding;
- (c) a Proceeding under the Sarbanes-Oxley Act;
- (d) a civil Proceeding involving:
  - (1) a claim that might reasonably be expected to adversely affect Grantee's viability or financial stability; or
  - (2) a governmental or public entity's claim or written allegation of fraud; or
  - (3) a Proceeding involving any license that Grantee is required to possess in order to perform under this Grant.

#### **5.1 Assignment**

Grantee may not assign this Grant to any other party without the Department's prior written approval. Upon written notice to Grantee, the Department, in its discretion, may assign in whole or in part, its rights or responsibilities under this Grant to any other party. If the Department determines that a novation of the Grant to a third party is necessary, Grantee will agree to the novation, provide all necessary documentation

and signatures, and continue to perform, with the third party, its Grant obligations.

**5.2 Entire Grant and Modification**

This Grant is the entire agreement and replaces all previous agreements between the parties for the Grant Activities. This Grant may not be amended except by signed agreement between the parties.

**5.3 Grantee Relationship**

Grantee assumes all rights, obligations and liabilities set forth in this Grant. Grantee, its employees, and agents will not be considered employees of the State. No partnership or joint venture relationship is created by virtue of this Grant. Grantee, not the Department, is responsible for the payment of wages, benefits, and taxes of Grantee's employees and any subgrantees. Prior performance does not modify Grantee's status as an independent Grantee.

**5.4 Dispute Resolution**

The parties will endeavor to resolve any Grant dispute in accordance with this provision. The dispute will be referred to the parties' respective Grant Administrators or Program Managers. Such referral must include a description of the issues and all supporting documentation. The parties must submit the dispute to a senior executive if unable to resolve the dispute within 15 business days. The parties will continue performing while a dispute is being resolved, unless the dispute precludes performance. A dispute involving payment does not preclude performance.

Litigation to resolve the dispute will not be instituted until after the dispute has been elevated to the parties' senior executive and either concludes that resolution is unlikely, or fails to respond within 15 business days. The parties are not prohibited from instituting formal proceedings: (a) to avoid the expiration of statute of limitations period; (b) to preserve a superior position with respect to creditors; or (c) where a party makes a determination that a temporary restraining order or other injunctive relief is the only adequate remedy. This Section does not limit the Department's right to terminate the Grant.

**5.5 Severability**

If any part of this Grant is held invalid or unenforceable, by any court of competent jurisdiction, that part will be deemed deleted from this Grant and the severed part will be replaced by agreed upon language that achieves the same or similar objectives. The remaining Grant will continue in full force and effect.

**5.6 Waiver**

Failure to enforce any provision of this Grant will not constitute a waiver.

**5.7 Incorporation**

All attachments, schedules, exhibits or other documents attached or referenced in this agreement are incorporated into this agreement and become terms of the agreement.

**5.8 Signatories**

The signatories warrant that they are empowered to enter into this Agreement and agree to be bound by it.

Signature: *Gregory Rivet*

Date: 03/27/2026

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Gregory Rivet Director  
Executive Office  
Department of Labor and Economic Opportunity  
State of Michigan

Signature:

Date:

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Authorized Official  
City of Romulus

GRANT NO. E20260060

## ATTACHMENT A

<b>Objective :</b>	To enhance emergency response capacity and public safety, the department will place a new front-line fire engine into active service. This initiative will replace aging apparatus, improve reliability, and reduce maintenance-related downtime, ensuring faster and more efficient response to fires, medical emergencies, and other critical incidents. The new engine will be equipped with modern technology and safety features that support firefighter effectiveness and protection, while also meeting current operational and environmental standards. By upgrading this essential equipment, the department aims to strengthen service delivery, reduce long-term operational costs, and better protect the community and local economic assets.
<b>Activity :</b>	<ol style="list-style-type: none"><li>1. Assess the current engine inventory for pain points and challenges (complete)</li><li>2. Select vendor and receive council approval, in accordance with the City purchasing ordinance (complete)</li><li>3. Work with selected vendor to spec vehicle (complete) and get an estimate cost (complete)</li><li>4. Order vehicle for manufacturing</li><li>5. Have vehicle upfitted and all equipment mounted</li><li>6. Schedule delivery</li><li>7. Receive truck</li><li>8. Install hoses and adapters</li><li>9. Train staff on the new vehicle</li><li>10. Final licensure inspection by the State EMS agency</li><li>11. Place truck in service</li></ol>
<b>Responsible Staff :</b>	David Heavener
<b>Date Range :</b>	10/01/2025 - 06/30/2026
<b>Expected Outcome :</b>	3rd front-line engine will expand service and move the City closer to reopening a third fire station.
<b>Measurement :</b>	Is the fire engine in service, yes or no Do response times improve? By how much? Where? Does the third fire station have plans to reopen, yes or no

**ATTACHMENT B**

<b>PROGRAM</b> FY26 One Time Enhancement Grant Program			<b>DATE PREPARED</b> 3/27/2026		
<b>CONTRACTOR NAME</b> City of Romulus			<b>BUDGET PERIOD</b> From : 10/1/2025 To : 9/30/2030		
<b>MAILING ADDRESS (Number and Street)</b> 11111 Wayne Rd			<b>BUDGET AGREEMENT</b> <input checked="" type="checkbox"/> Original <input type="checkbox"/> Amendment		<b>AMENDMENT #</b> 0
<b>CITY</b> Romulus	<b>STATE</b> MI	<b>ZIP CODE</b> 48174-1472	<b>FEDERAL ID NUMBER</b> 38-6006334		

	Category	Total	Amount	Cash	Inkind
<b>DIRECT EXPENSES</b>					
<b>Program Expenses</b>					
1	Salaries/Personnel	0.00	0.00	0.00	0.00
2	Fringe Benefits	0.00	0.00	0.00	0.00
3	Employee Travel and Training	0.00	0.00	0.00	0.00
4	Supplies and Materials	0.00	0.00	0.00	0.00
5	Subawards - Subrecipient Services	0.00	0.00	0.00	0.00
6	Contractual - Professional Services	0.00	0.00	0.00	0.00
7	Communications	0.00	0.00	0.00	0.00
8	Grantee Rent Costs	0.00	0.00	0.00	0.00
9	Space Costs	0.00	0.00	0.00	0.00
10	Capital Expenditures - Equipment & Other	1,000,495.52	1,000,000.00	495.52	0.00
11	Other	0.00	0.00	0.00	0.00
<b>Total Program Expenses</b>		1,000,495.52	1,000,000.00	495.52	0.00
<b>TOTAL DIRECT EXPENSES</b>		1,000,495.52	1,000,000.00	495.52	0.00
<b>INDIRECT EXPENSES</b>					
<b>Indirect Costs</b>					
1	Indirect Costs	0.00	0.00	0.00	0.00
2	Cost Allocation Plan	0.00	0.00	0.00	0.00

	<b>Category</b>	<b>Total</b>	<b>Amount</b>	<b>Cash</b>	<b>Inkind</b>
	<b>Total Indirect Costs</b>	0.00	0.00	0.00	0.00
	<b>TOTAL INDIRECT EXPENSES</b>	0.00	0.00	0.00	0.00
	<b>TOTAL EXPENDITURES</b>	<b>1,000,495.52</b>	<b>1,000,000.00</b>	<b>495.52</b>	<b>0.00</b>

Attachment E - Program Specific Requirements

[Attachment E - Program Specific Requirements](#)

Legislatively Directed Spending Items Form



# *City of Romulus*

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

Council Meeting Held: **April 13, 2026**

Item No. **B.**

General Description: Piggyback on Omnia Partners Contract for Annual Renewal Microsoft Office 365 & Exchange Software

**Resolution No. \_\_\_\_\_**

<i>Moved by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Seconded by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

<i>Ayes:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Nays:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Abstain:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

MOTION CARRIED  
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

# City of Romulus

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## INTEROFFICE MEMORANDUM

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**TO:** The Honorable Romulus City Council  
**FROM:** Mayor Robert A. McCraight  
**SUBJECT:** Piggyback on Omnia Partners Contract 01-152 for Annual  
Renewal Microsoft Office 365 & Exchange Software  
**DATE:** April 8, 2026

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I concur with the recommendation of Jennifer Madison, Deputy Technology Services Director and Christina Parker, Purchasing Director, and respectfully request Council's authorization to piggyback on the Omnia Partners Contract 01-152 for the purchase of Microsoft Office 365 and Exchange Licenses from Zones Inc. for a total cost of \$31,416.00

In addition, requesting authorization for the continued annual purchase of Microsoft Office Software licenses and maintenance for the life of the product or until it is no longer budgeted.

Gary Harris, Deputy Finance Director, has verified that funds for the purchase are currently available in the Technology Services Fund, Technology Services, Software Expense account #664-228-751.000.

*Two motions are required:*

Motion by \_\_\_\_\_, supported by \_\_\_\_\_, to concur with the administration and consent to piggyback on the Omnia Partners Contract 01-152 for the purchase of Microsoft Office 365 and Exchange Licenses from Zones Inc. for a total cost of \$31,416.00

Motion by \_\_\_\_\_, supported by \_\_\_\_\_, to concur with the administration and consent the continued annual purchase of Microsoft Office Software licenses and maintenance for the life of the product or until it is no longer budgeted.



# MEMORANDUM

**DATE:** April 6, 2026  
**TO:** Mayor Robert A. McCraight  
**FROM:** Christina Parker, Purchasing Director  
**SUBJECT:** Piggyback on OMNIA Partners Zones Contract 01-152 for Annual Renewal Microsoft Office 365 & Exchange Software

Deputy Technology Services Director, Jennifer Madison, has requested to piggyback on OMNIA Partners Contract 01-152 for the annual renewal of Microsoft Office 365 and Exchange Licenses, software used by the City of Romulus for emails, spreadsheets, documents, presentations, certain databases, and other applications from Zones Inc. On February 10, 2020, Council approved a three (3) year licensing purchase of this software by resolution #20-058, set to expire 4/30/2026.

Please be informed that the requirement of the City of Romulus Purchasing Ordinance to solicit competitive bids for this purchase is exempt under the exception to competition clause allowing piggybacking on a contract solicited and awarded by another agency and as further outlined in subsection 39-11(d)(10) of the ordinance:

"The city's procurement by competitively 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."

OMNIA Partners Sector is a nationally approved cooperative purchasing organization for the public sector. All cooperative purchasing contracts available through OMNIA Partners, Public Sector are competitively solicited and publicly awarded by the lead agency using applicable procurement. This competitively bid OMNIA contract for Technology Solutions, Products, & Services was awarded to Zones, LLC December 1, 2022 and will expire November 30, 2030. Purchases of products on this contract will grant the city a discounted percentage off the list price. The prices offered under this national extendable contract are significantly lower priced than we could obtain on our own.

It is the recommendation of myself and Deputy Technology Services Director Jennifer Madison to proceed with this purchase. If you concur, please request Council's permission to piggyback on the OMNIA Partners Contract 01-152 for the purchase Microsoft Office 365 and Exchange Licenses from Zones Inc. for a total cost of \$31,416.00. This amount includes the purchase of four (4) Microsoft Office 2024 licenses, at a cost of \$2,340.00 which falls under prior Council approval for continued annual licensing and maintenance (Resolution #25-155).

Additionally, we are requesting Council's approval for the continued annual purchase of Microsoft Office software licenses and maintenance, including any upgrades or new versions necessary to maintain functionality and standardization for the life of the product or until it is no longer budgeted. The annual cost may vary each year depending on staffing and licensing needs.

Gary Harris, Deputy Finance Director, has verified that funds for this purpose are currently available in the Technology Services Fund, Technology Services, Software Expense Account (664-228-751.000).

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

*Christina Parker*

Christina Parker  
Purchasing Director

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INTEROFFICE MEMORANDUM

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**TO:** Christina Parker, Purchasing Director  
**FROM:** Jennifer Madison, Deputy Technology Services Director  
**SUBJECT:** Request for Purchase of Microsoft Office 365 and Exchange Licensing  
**DATE:** April 06, 2026

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I am requesting to get the Council Approval for the renewal of Annual Microsoft Office 365 and Exchange Email Licensing.

The licensing will cover all city employee annual licensing for email use and Microsoft Office Suite for active employees with city issued computer endpoints (1yr).

The total cost for licensing will be \$31,416.00.

We would be piggybacking off of the Omnia Partners contract 01-152-Zones with Zones, Inc. for the purchase of these items.

The moneys have been budgeted and approved under Technology Services – Software

If you concur with my recommendation, please present to City Council for their approval.

If you require any additional information, please do not hesitate to contact me.

Thank you,



Jennifer Madison  
Deputy Technology Services Director  
City of Romulus

# QUOTATION CS5439479

Created: Apr 2, 2026

Valid Until: Apr 15, 2026



**Quotation for: CITY OF ROMULUS**

STEPHEN DUDEK  
Phone: +1 734-942-7540  
Email: sdudek@romulusgov.com

**ZONES CLOUD**

1102 15th St SW, Auburn, Washington, United States of America, 98001-6509  
Phone: +1 800-408-9663  
Email: zonescloud@zones.com

### Comments:

Promo Code: COR-361062-432026-13

Promo code will be applied at the time of check out and reflect the pricing as below:

Exchange Online (Plan 1) (Governmental Community Cloud Pricing) |\$45 /Year

Office 365 G3 (Governmental Community Cloud Pricing) |\$260 /Year

ORDER ITEMS	INCLUDED	ADDITIONAL	PRICE	TOTAL
<b>Exchange Online (Plan 1) (Governmental Community Cloud Pricing) (NCE GCC ANN)</b> Subscription period: 1 year(s)				
Exchange Online (Plan 1) (Governmental Community Cloud Pricing)		+ 232 Licenses(s)	\$48.00 / Licenses per 1 year(s)	\$11,136.00
<b>Office 365 G3 (Governmental Community Cloud Pricing) (NCE GCC ANN)</b> Subscription period: 1 year(s)				
Office 365 G3 (Governmental Community Cloud Pricing)		+ 65 Licenses(s)	\$276.00 / Licenses per 1 year(s)	\$17,940.00
Total:				\$29,076.00
Tax Total:				\$0.00
Order Total:				\$29,076.00

# QUOTATION CS5439479

Created: Apr 2, 2026

Valid Until: Apr 15, 2026



**Quotation for: CITY OF ROMULUS**

STEPHEN DUDEK  
Phone: +1 734-942-7540  
Email: sdudek@romulusgov.com

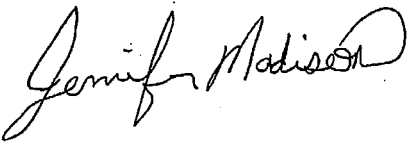
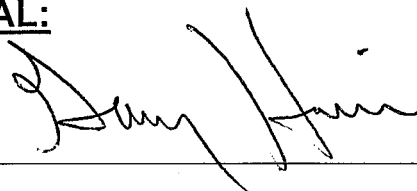
**ZONES CLOUD**

1102 15th St SW, Auburn, Washington, United States of America, 98001-6509  
Phone: +1 800-408-9663  
Email: zonescloud@zones.com

ORDER ITEMS	INCLUDED	ADDITIONAL	PRICE	TOTAL
<b>Office LTSC Professional Plus 2024 (NCE COM BAS PER 1TM)</b>				
Office LTSC Professional Plus 2024 (NCE COM BAS PER 1TM)		+ 2 Licenses(s)		
Setup fee			\$675.00 / Licenses	\$1,350.00
<b>Office LTSC Standard 2024 (NCE COM BAS PER 1TM)</b>				
Office LTSC Standard 2024 (NCE COM BAS PER 1TM)		+ 2 Licenses(s)		
Setup fee			\$495.00 / Licenses	\$990.00
Total:				\$2,340.00
Tax Total:				\$0.00
Order Total:				\$2,340.00



# FUNDS VERIFICATION FORM

<b><u>DEPARTMENT:</u></b> Technology Services
<b><u>FUND NAME:</u></b> Technology Services Fund, Software
<b><u>ACCOUNT NUMBER/S:</u></b> 664-228-751.000
<b><u>PURPOSE FOR REQUEST:</u></b> Microsoft Office 365 G3 Licensing, Exchange Online Licensing (1 year) and Office LTSC Professional Plus (2) and Standard Licensing (2) for user and endpoint.
<b><u>AMOUNT OF EXPENDITURE:</u></b> \$31,416
<b><u>SIGNATURE OF DEPARTMENT HEAD:</u></b> 
<b><u>FUNDS CURRENTLY AVAILABLE:</u></b> \$32,676.45
<b><u>FINANCE DEPARTMENT APPROVAL:</u></b> 
<b><u>DATE:</u></b> 04-06-2026



# *City of Romulus*

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

Council Meeting Held: **April 13, 2026**

Item No. C.

General Description: City Hall Change Order #5 - Structural Beam Replacement East Ramp

**Resolution No. \_\_\_\_\_**

<i>Moved by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Seconded by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

<i>Ayes:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Nays:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Abstain:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

MOTION CARRIED  
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

# City of Romulus

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## INTEROFFICE MEMORANDUM

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**TO:** The Honorable Romulus City Council  
**FROM:** Mayor Robert A. McCraight  
**SUBJECT:** City Hall Change Order #5 – Structural Beam Replacement East Ramp  
**DATE:** April 8, 2026

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I concur with the recommendation of Roberto Scappaticci, Director of Public Services & Public Works, and respectfully request Council approve Change Order #5 regarding the ongoing East Ramp repair project at City Hall in the amount of \$34,965.00 (this includes a \$2,764.00 contingency) which will cover all labor, materials, and supervision required to stabilize and support the bridge slab.

Gary Harris, Deputy Finance Director, has verified funds for this acquisition have been budgeted for and are available in the Capital Outlay account #101-265-971.000.

Motion by \_\_\_\_\_, supported by \_\_\_\_\_, to concur with the administration and approve Change Order #5 regarding the ongoing East Ramp repair project at City Hall in the amount of \$34,965.00 (this includes a \$2,764.00 contingency) which will cover all labor, materials, and supervision required to stabilize and support the bridge slab.

## Interoffice Memorandum

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**TO:** The Honorable Romulus City Council

**FROM:** Roberto J. Scappaticci, Director of Public Services & Public Works

**CC:** Robert A. McCraight, Mayor  
Don Straub, Deputy Director of Public Works

**DATE:** March 30<sup>th</sup>, 2026

**SUBJECT:** City Hall Change Order #5 - Structural Beam Replacement East Ramp

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Dear Council,

The DPW is seeking approval for Change Order #5 regarding the ongoing East Ramp repair project at City Hall. During active construction, crews identified an urgent need for structural intervention to a primary beam supporting the ramp floor. This deterioration was caused by decades of water intrusion, resulting in significant rust and compromised structural integrity.

The proposed change order totaling \$34,965.00 covers all labor, materials, and supervision required to stabilize and support the bridge slab. This amount also includes a contingency allowance of \$2,764.00. This change order provides for the emergency stabilization and support of the bridge slab through the fabrication and installation of interior and exterior Hollow Structural Section (HSS) beams and columns. The project involves securing interior columns to the existing vestibule concrete slab and constructing new pedestal concrete foundations with anchor bolts for the exterior supports. Additionally, the scope includes necessary ancillary repairs to the HR reception area ceiling and electrical conduits at the decking level, as well as minor welding of structural elements performed under strict safety protocols to ensure the integrity of the ramp.

To ensure public safety, the downstairs entrance will be closed to pedestrian traffic during daily construction. We are committed to minimizing disruptions to employees and citizens. Due to current geopolitical instability in the Middle East, material pricing remains volatile. While no price escalation is built into this figure, we will notify Council immediately should substantial market shifts occur. Please note costs for the additional work are to be drawn from account# 101-265-971.000.

If you have any questions, please feel free to contact me.

Thank you,



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Roberto J. Scappaticci, Director of Public Services & Public Works

t:\administrative\admin documents\facility\east ramp\east ramp emergency change order no. 5.docx

**Change Order Request #5**

March 20, 2026

OHM Advisors  
 34000 Plymouth Road  
 Livonia, MI 48150

Attn: Adam Rychwalski – OHM

Re: **Structural Work**  
 City of Romulus Ramp Repairs Project

Adam,  
 We propose to provide the labor, materials, equipment & supervision to perform the structural-related improvements required to support the bridge on the east ramp as noted in the OHM plans Summit received on March 2, 2026, and the subsequent email exchanges between OHM and Summit to refine the scope. The work includes fabrication and installation of interior HSS beams and columns and exterior HSS beams and columns. The interior column will rest on the concrete slab in the vestibule. The exterior columns will have pedestal concrete foundations and anchor bolts. Ancillary work to remove/replace/adjust ceiling in the HR reception area and electrical conduits at the decking level have been included. There will be some minor welding of the structural steel elements which will be performed in a safe and secure manner.

We have included a contingency allowance for any unforeseen conditions that may arise in this work to support the bridge slab where the existing structure system has been compromised by decades of water intrusion causing significant rust and deterioration.

Material and Labor.....	\$26,450.00
PM/Superintendent.....	\$1,190.00
Contingency Allowance.....	\$2,764.00
OH&P.....	<u>\$4,561.00</u>
<b>Total for Change Order Request #5:</b>	<b>\$34,965.00</b>

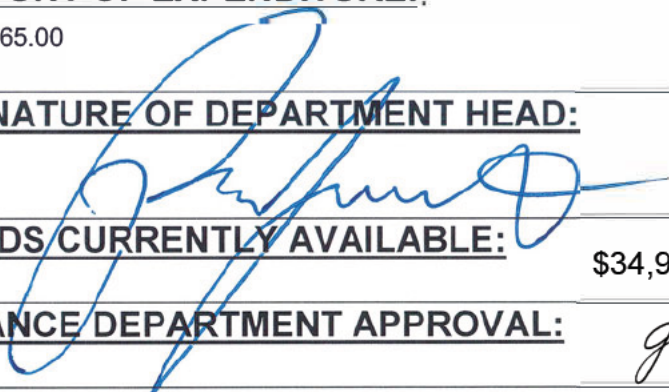
- Please Note:
- A) We have not included any costs associated with the replacement of the ceiling grid & drywall in the downstairs vestibule area (including re-installation of the existing light fixtures) as it was covered in a previously approved change order.
  - B) We have not included materials testing for these items.
  - C) We intend to minimize any interruption to city employees and citizens while conducting the work. The downstairs entrance will be closed off to pedestrian traffic during construction operations daily.
  - D) Our subcontractors & suppliers have indicated that prices are unstable due to the conflict in the Middle East. We have not built-in any pricing escalation. We will notify your office as soon as possible if there are substantial increases/decreases in the pricing for this work.

Thank You,  
  
 Tony Dattilio – President  
 The Summit Company, Inc.

Cc: Sara King – Summit Co.  
 Doug Cousino – Summit Co.



# FUNDS VERIFICATION FORM

<b>DEPARTMENT:</b>	DPW
<b>FUND NAME:</b>	Capital Outlay
<b>ACCOUNT NUMBER/S:</b>	101-265-971.000
<b>PURPOSE FOR REQUEST:</b>	Change order to contract with The Summit Company, inc.- for unforeseen additional repair to east ramp at City Hall.
<b>AMOUNT OF EXPENDITURE:</b>	\$34,965.00
<b>SIGNATURE OF DEPARTMENT HEAD:</b>	
<b>FUNDS CURRENTLY AVAILABLE:</b>	\$34,965.00
<b>FINANCE DEPARTMENT APPROVAL:</b>	<i>Gary Harris</i>
<b>DATE:</b>	3/31/2026



# *City of Romulus*

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

Council Meeting Held: **April 13, 2026**

Item No. **D.**

General Description: Introduction of Budget Amendment 25/26-16

**Resolution No. \_\_\_\_\_**

<i>Moved by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Seconded by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

<i>Ayes:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Nays:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Abstain:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

**MOTION CARRIED  
UNANIMOUSLY**

**MOTION CARRIED**

**MOTION FAILED**

# City of Romulus

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## INTEROFFICE MEMORANDUM

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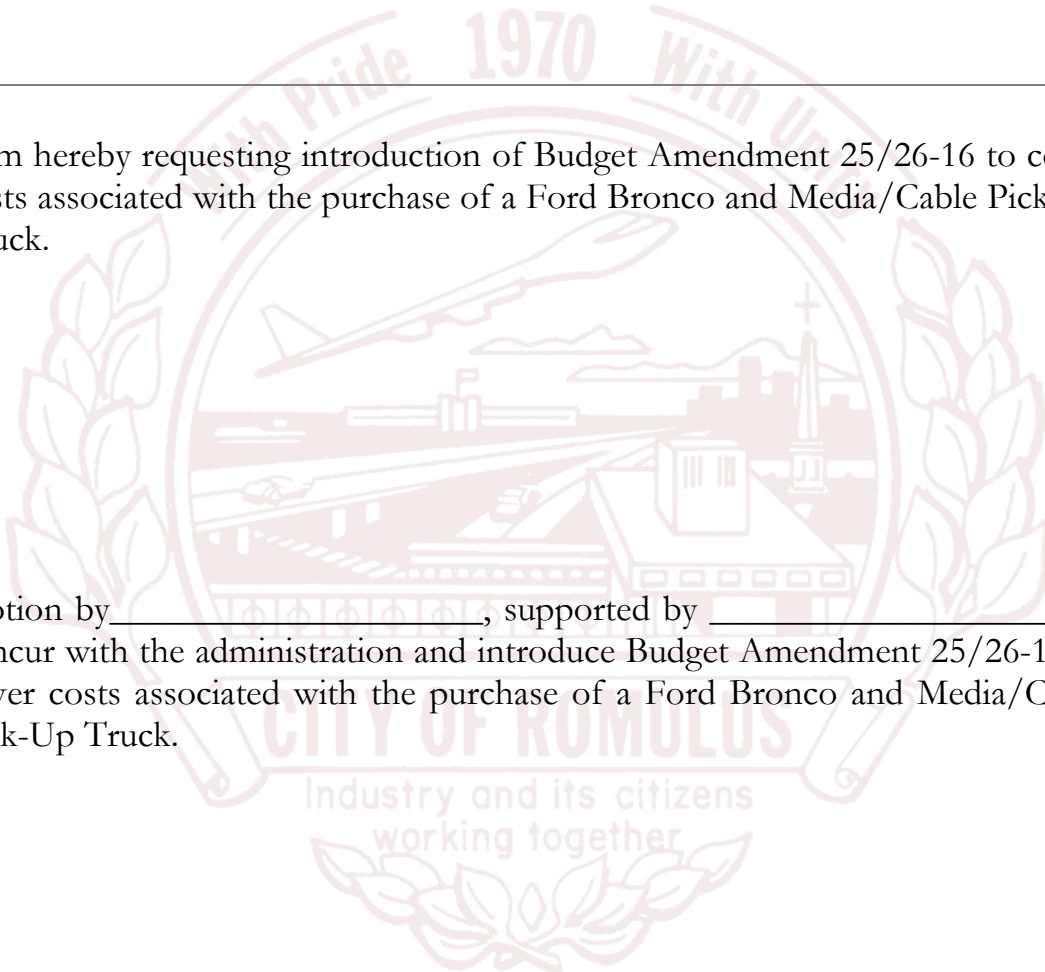
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**TO:** The Honorable Romulus City Council  
**FROM:** Mayor Robert A. McCraight  
**SUBJECT:** Introduction of Budget Amendment 25/26-16  
**DATE:** March 26, 2026

---

I am hereby requesting introduction of Budget Amendment 25/26-16 to cover costs associated with the purchase of a Ford Bronco and Media/Cable Pick-Up Truck.

Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to concur with the administration and introduce Budget Amendment 25/26-16 to cover costs associated with the purchase of a Ford Bronco and Media/Cable Pick-Up Truck.



# Memorandum

To: Maria Farris, Finance Director

From: Mike Laskaska, Director of Communication and Community Services

Date: March 16, 2026

Re: Budget Amendment

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Attached is a request for a budget amendment to cover costs associated with the purchase of two motor vehicles for the Cable Department: a Ford Bronco and a pickup truck. This item is to be added to the agenda for the April 13, 2026, City Council meeting.

This budget amendment will transfer funds from PEG Fee Fund Balance (211-000-376.000) to Capital Outlay (211-000-971.000) in the amount of \$104,500.00.

If you have any additional questions, please feel free to reach out.


## BUDGET AMENDMENT FORM


INCREASE		DECREASE	
Account Number /Name	Amount	Account Number /Name	Amount
211-000-971.000 Capital Outlay	\$ 104,500	211-000-376.000 Fund Balance	\$ 104,500
<b>TOTAL</b>	<b>\$ 104,500</b>	<b>TOTAL</b>	<b>\$ 104,500</b>

**PURPOSE:**

Purchase of Ford Bronco and 1/2 ton pickup truck for Media/Cable Department use

**DATE:** 3/13/2026 *Maria Farris* 3/26/202

**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.**

# Memorandum

To: Mayor Robert A. McCraight

From: Maria Farris, Finance Director

Date: March 26, 2026

Re: Budget Amendment 25/26-16

---

Attached please find a copy of the requested Budget Amendment 25/26-16 to be added to the agenda for the April 13, 2026, City Council meeting.

This budget amendment is to increase capital outlay (211-000-971.000) in the amount of \$104,500 to purchase a Media/Cable Pick-up truck and Ford Bronco for cable. Also, use peg fund balance (211-000-376.000) in the amount of \$104,500.

If you should have any additional questions, please feel free to contact me or Gary Harris.

# MEMORANDUM

TO: Mayor Robert A. McCraight  
FROM: Maria Farris, Finance Director  
DATE: 3/26/2026 MEF  
SUBJECT: Budget Amendment 25/26-16

<u>FUND/DEPT. ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT BALANCE</u>	<u>AMENDMENT</u>	<u>AMENDED BUDGET</u>
211-000 Cable				
<u>Expense</u>				
211-000-971.000	Capital Outlay	-	104,500	104,500
<u>Fund Balance</u>				
211-000-376.000	Fund Balance / PEG Fees	1,224,527	104,500	1,120,027

To cover costs associated with the purchase of a Ford Bronco and Media/ Cable Pick-up Truck



# *City of Romulus*

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

Council Meeting Held: **April 13, 2026**

Item No. E.

General Description: Introduction of Budget Amendment 25/26-17

**Resolution No. \_\_\_\_\_**

<i>Moved by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Seconded by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

<i>Ayes:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Nays:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Abstain:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

MOTION CARRIED  
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

# City of Romulus

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## INTEROFFICE MEMORANDUM

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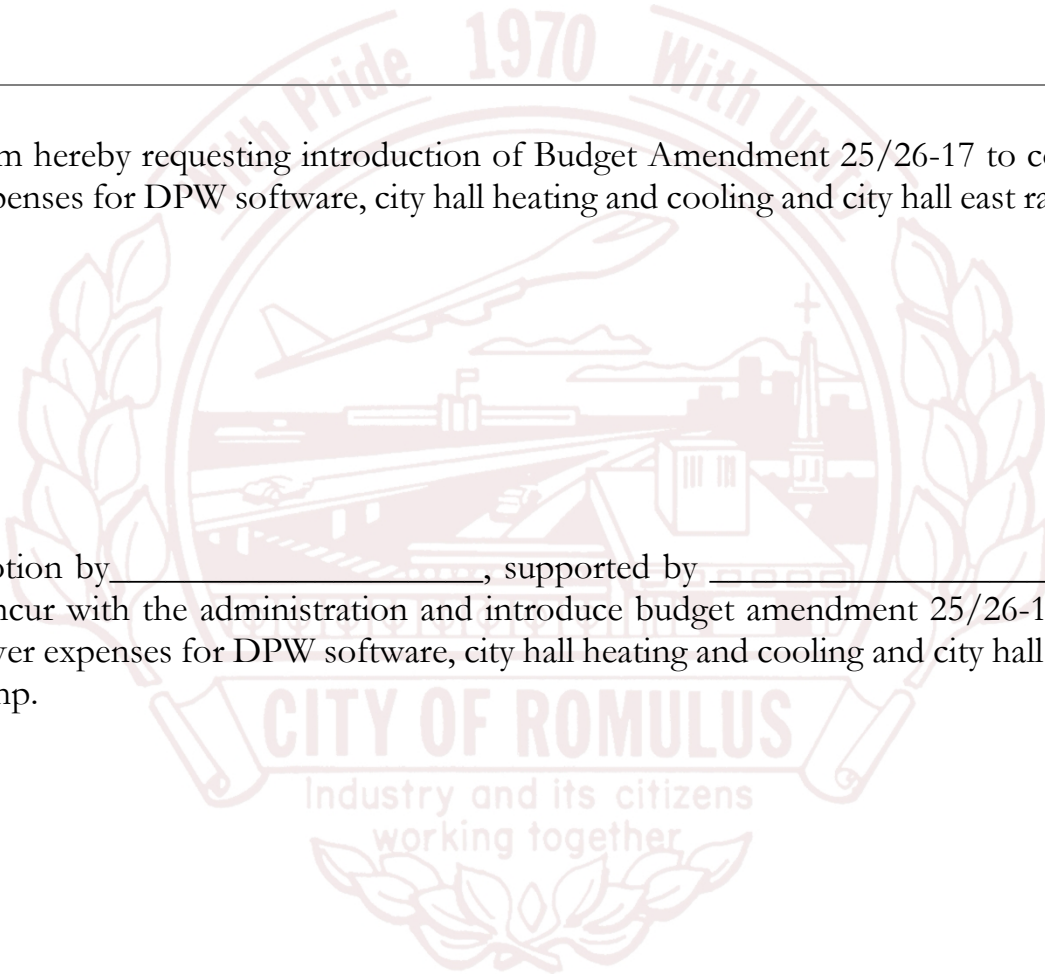
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**TO:** The Honorable Romulus City Council  
**FROM:** Mayor Robert A. McCraight  
**SUBJECT:** Introduction of Budget Amendment 25/26-17  
**DATE:** April 8, 2026

---

I am hereby requesting introduction of Budget Amendment 25/26-17 to cover expenses for DPW software, city hall heating and cooling and city hall east ramp.

Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to concur with the administration and introduce budget amendment 25/26-17 to cover expenses for DPW software, city hall heating and cooling and city hall east ramp.



# Memorandum

To: Mayor Robert A. McCraight

From: Gary Harris, Deputy Finance Director

Date: April 8, 2026

Re: Budget Amendment 25/26-17

---

Attached please find a copy of the requested Budget Amendment 25/26-17 to be added to the agenda for April 13, 2026, City Council meeting.

This budget amendment is to increase department of public works building and grounds (101-265-932.000 & 101-265-959.000) and public works (101-441-751.000) a total of \$127,000 to cover costs associated with city hall heating and cooling, the east ramp to city hall and software expenses for DPW. General fund, fund balance will be decreased by \$127,000 if approved.

If you have any additional questions, please feel free to contact me or Maria Farris.

## Memo Transmittal

**TO:** Maria Farris, Director of Financial Services

**Cc:** Gary Harris, Deputy Director of Financial Services  
Don Straub, Deputy Director of Public Works

**FROM:** Roberto J. Scappaticci, Director of Public Services & Public Works

**DATE:** March 31<sup>st</sup>, 2026

**SUBJECT:** Authorization of Fund Balance Appropriation for Structural Repairs and Essential Services

Dear Ms. Farris,

The Department of Public Works requests City Council's authorization for a budget amendment in the total amount of \$127,000.00. These funds are to be drawn from the Fund Balance to cover an unforeseen repair, as well as essential operational costs through the end of the fiscal year.

The requested \$127,000.00 will be allocated as follows:

- **Structural Repair – City Hall East Ramp (\$40,000.00):** An unforeseen purchase for the repair of the East Ramp at City Hall. This includes a base quote of \$34,965.00 from Summit Contracting and a contingency allowance to address unforeseen structural issues during the repair.
  - *Account:* 101-265-791.000 (Capital Outlay)
- **Heating & Cooling (\$70,000.00):** Funds to cover materials, supplies, and anticipated HVAC and electrical costs for the City Hall Complex and the DPS Building through the end of the year.
- **Software Licensing & Support (\$17,000.00):** Allocation for required software renewals and departmental digital infrastructure.

The DPW recommends that City Council approve this budget amendment to ensure the safety of City Hall ingress/egress and the continued operation of climate control systems across City facilities.

Please contact me if you have any questions.

Thank you,



Roberto J. Scappaticci, Director of Public Services & Public Works

RJS/bmm

# MEMORANDUM

**TO:** Mayor Robert A. McCraight  
**FROM:** Gary Harris, Deputy Finance Director  
**DATE:** 4/8/2026 <sup>GPH</sup>  
**SUBJECT:** Budget Amendment 25/26-17

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>ORIGINAL BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED BUDGET</u>
<b>101-265/101-441</b>	General Fund Building & Grounds /DPW			
<b><u>Expense</u></b>				
101-441-751.000	Software	2,680	17,000	19,680
101-265-932.000	Heating & Cooling	109,660	70,000	179,660
101-265-959.000	Contingencies	8,100	40,000	48,100
<b><u>Revenue</u></b>				
101-000-390.000	Fund Balance	12,543,191	127,000	12,670,191

To cover expenses for DPW software city hall heating & cooling and city hall east ramp





# City of Romulus

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

Council Meeting Held: April 13, 2026

Item No. F.

General Description: FYI - Emergency Purchase

- Senior Center Replacement Refrigerators

Resolution No. \_\_\_\_\_

<i>Moved by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Seconded by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

<i>Ayes:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Nays:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Abstain:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

MOTION CARRIED  
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



## MEMORANDUM

**DATE:** March 27, 2026  
**TO:** Mayor Robert A. McCraight  
**FROM:** Lynn Cerasuolo, Senior Services Director  
**SUBJECT:** Emergency Purchase – Senior Center Replacement Refrigerators

Due to a recent power outage, the refrigerators at the Senior Center were damaged and are no longer operational. These units are essential for the safe storage of daily food and beverages used for our seniors and the meals on wheels program. The failure of the refrigeration units created a condition impacting health and safety for seniors serviced in the City, necessitating immediate replacement.

In order to maintain safe food storage conditions and avoid disruption to services, the City proceeded with an emergency purchase, at the approval of the Mayor, of replacement refrigerators in accordance with the City's purchasing ordinance and meeting the requirements of the City Charter, Section 3.2(a),.

"In any emergency when the necessities of life may not be obtained or essential services performed necessary to the health, welfare, or safety of the people, the City may take charge of, and supply such necessities or services, but shall not do such acts for gain or profit."

The replacement refrigerators and installation were purchased from GEM Service, in the amount of \$36,888.00. The funds for this purchase will come out of General Fund, Senior Services, Capital Outlay (101-753-971.000). A claim was submitted to the City's insurance carrier, MML, and the claim has been approved for reimbursement, less the applicable deductible of \$500.00.

If you have any questions please feel free to contact me directly.

Lynn Cerasuolo  
Director Senior Services

## Basinger, Katrina

---

**From:** Cerasuolo, Lynn  
**Sent:** Friday, March 27, 2026 10:21 AM  
**To:** Basinger, Katrina  
**Subject:** FW: Emergency Purchase for Kitchen Refrigerator Replacement

Good morning Katrina,  
Please let me know if you need anything else!

---

**From:** McCraight, Robert <rmccraight@romulusgov.com>  
**Sent:** Thursday, March 26, 2026 2:47 PM  
**To:** Cerasuolo, Lynn <lcerasuolo@romulusgov.com>  
**Cc:** Parker, Christina <crparker@romulusgov.com>; Farris, Maria <mfarris@romulusgov.com>; Krause, Kevin <kkrause@romulusgov.com>; Wojtylko, Julie <jwojtylko@romulusgov.com>  
**Subject:** RE: Emergency Purchase for Kitchen Refrigerator Replacement

Ok to proceed with emergency purchase for refrigeration equipment at senior center due to storm damage.

Thank you,

*Robert A. McCraight*

*Mayor*

*City of Romulus*

*11111 Wayne road*

*Romulus Mi., 48174*

*rmccraight@romulusgov.com*

*734-942-7571*

---

**From:** Cerasuolo, Lynn <[lcerasuolo@romulusgov.com](mailto:lcerasuolo@romulusgov.com)>  
**Sent:** Thursday, March 26, 2026 2:36 PM  
**To:** McCraight, Robert <[rmccraight@romulusgov.com](mailto:rmccraight@romulusgov.com)>  
**Cc:** Parker, Christina <[crparker@romulusgov.com](mailto:crparker@romulusgov.com)>; Farris, Maria <[mfarris@romulusgov.com](mailto:mfarris@romulusgov.com)>; Krause, Kevin <[kkrause@romulusgov.com](mailto:kkrause@romulusgov.com)>; Wojtylko, Julie <[jwojtylko@romulusgov.com](mailto:jwojtylko@romulusgov.com)>  
**Subject:** Emergency Purchase for Kitchen Refrigerator Replacement

Good afternoon Mr. Mayor,

Due to the power outage, the refrigerators in the kitchen of the Senior Center are inoperable and not repairable. I've attached the quote from GEM for replacement. This will be covered by insurance, except for the \$500 deductible. However, I would like to request an emergency purchase from Senior Center Capital Outlay so that these may be replaced asap as they are used for daily food storage for our seniors and meals on wheels program. We currently have half of one working refrigerator that we've been told may fail at any moment.

[Insurance information for reference:](#)

It's truly my pleasure to help! I'm here to make the claims process as easy and stress-free as possible fo

I have issued payment to the City as follows:

Invoice from GEM Service to replace damaged units: \$36,888.00

Minus Deductible: \$500.00

Payment Total: \$36,388.00

Please let me know if you have any questions and I hope you have a wonderful weekend!

Best Regards,

Shannon Davis, MBA

Claims Representative II

**MEADOWBROOK, INC.**

Send *only* claim assignments to: [GR.MML@Meadowbrook.com](mailto:GR.MML@Meadowbrook.com)

**MICHIGAN MUNICIPAL LEAGUE LIABILITY & PROPERTY POOL and FUND**

3196 Kraft Ave SE Suite 206

Grand Rapids, MI 49512

Direct Dial: 248-204-8022

Fax Number: 248-648-7694



*City of Romulus Senior Center  
Refrigerators*

**Proposal Number: P08762**

**Date: 3/23/2026**

**Prepared for:**  
City of Romulus  
11111 Wayne Road  
Romulus, MI 48174

**Customer ("Customer")**  
 City of Romulus  
 11111 Wayne Road  
 Romulus, MI 48174

**Location**  
 City of Romulus  
 11111 Wayne Road  
 Romulus, MI 48174

**Contractor ("GEM")**  
 GEM Service  
 35455 Veronica Street  
 Livonia, MI 48150

**WE ARE PLEASED TO SUBMIT OUR PROPOSAL TO PERFORM THE FOLLOWING SCOPE OF WORK:**

- **Schedule all work in advance with City of Romulus Senior Center Management Team**
- **Furnish and Install (2) new True Reach In Coolers**
- **REACH-IN REFRIGERATOR**  
 True Mfg. - General Foodservice Model No. STA2R-4HS-HC  
**SPEC SERIES® Refrigerator, reach-in, two-section, (4) stainless steel half doors with locks, cam-lift hinges, digital temperature control, (6) chrome shelves, LED interior lights, stainless steel front & sides, aluminum interior sides & walls, stainless floor & ceiling, 5" castors, Made in USA**  
**Dimensions 77.75(h) x 52.63(w) x 33.75(d)**  
**7 year compressor warranty, 7 years parts warranty, 7 year labor warranty, standard.**  
**Left door hinged left, right door hinged right standard**  
**(3) chrome shelves & shelf supports standard per section**  
**5" castors (set of 4), standard**
- **After installation , Start up and verify operations**
- **Clean up jobsite**
- **Check out with proper personnel**

**CLARIFICATIONS:**

- **All work to be performed during normal business hours unless otherwise noted.**
- **Units are a 6-8 week lead time**
- **This proposal is valid for 30 days.**
- **Please include this proposal number on your purchase order or any correspondence regarding this project.**
- **Due to material pricing volatility, GEM Service will procure updated material pricing at the time of award and reserves the right to adjust proposal pricing accordingly.**
- ***This Project is subject to milestone invoicing. A milestone invoice may be sent upon ordering any equipment. If a milestone invoice is sent, equipment will not be installed until the first milestone invoice is paid.***

**OUR PRICE FOR THIS PROPOSAL IS .....\$36,888.00**

**GEM Inc.**

*Wayne Barber*

Signature (Authorized Representative)

Wayne Barber

Name (Print/ Type)

734.354.1710

Phone

3/23/2026

P08762

Date

Proposal #

**Customer**

*Kevin Krause*

Signature (Authorized Representative)

~~Robert A. McCraight~~

*Kevin KRAUSE*

Name (Print/ Type)

~~City of Romulus Mayor~~

*Director of community safety & Development.*

Title

*3/27/2026*

Date

*Emergency Purchase*

PO#

*Approved By Mayor McCraight*

*P.O. will be forth coming*

The above price shall remain firm for thirty (30) days from the date first listed above and shall be subject to the following terms and conditions:

1. Customer shall permit GEM free and timely access to areas and equipment, and allow GEM to start and stop equipment and/or processes as necessary to perform the Work. Unless otherwise agreed upon in writing, all planned work under this Agreement will be performed during GEM's normal working hours.
2. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.
3. Unless otherwise agreed upon in writing, GEM will submit progress invoices for the Work performed hereunder.
4. Customer will promptly pay invoices within thirty (30) days of receipt. Should a payment become ten (10) days or more delinquent, GEM may stop all work and cancel this Agreement upon written notice, and the entire Agreement amount shall become due and payable immediately upon demand. Unless otherwise noted in the scope of work, GEM reserves the right to submit progress invoices.
5. Costs associated with any materials or labor necessary as a result of any alteration to, or deviation from, the Work set forth in this Agreement will become a separate charge (fixed price amount to be negotiated or on a time-and-material basis at GEM's preferred customer rates then in effect).
6. In the event GEM must commence legal action in order to recover any amount payable under this Agreement, Customer shall pay GEM all court costs and attorney's fees incurred by GEM.
7. Any legal action relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of the Work.
8. GEM shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by GEM's employees, lockouts, civil or military authority, priority regulation, insurrection or riot, action of the elements, forces of nature, abnormal weather conditions or by any other cause beyond its control. In addition to any other provisions that permit GEM to obtain an equitable adjustment of the contract time and contract sum, in the event there is any delay in the delivery of material, or the availability of crews or labor, completion of predecessor tasks, or any other delay arising out of or in any way related to any disease or epidemic, including but not limited to the "corona-virus," GEM is entitled to an equitable adjustment of the contract time to the extent of the delay to GEM, plus the time necessary to obtain materials and labor to recover from the delay. Additionally, GEM will also be entitled to an adjustment of the contract value to the extent government restrictions, unavailability of material, epidemics, Acts of God or other reasons beyond its control result in demonstrable cost increases above three percent (3%).
9. To the fullest extent permitted by law, each party (the "Indemnifying Party") shall indemnify and hold harmless the other party, its agents and employees (the "Indemnified Party") from and against claims damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance under this Agreement, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Indemnifying Party, its contractors, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, loss or expense is caused in part by the Indemnified Party. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in this section.
10. Customer shall make available to GEM's personnel all pertinent Safety Data Sheets (SDS) pursuant to OSHA's Hazard Communication Standard Regulations.
11. GEM's obligation under this Agreement and any subsequent contract does not include the identification, abatement or removal of any asbestos products or other hazardous substances. In the event such products or substances are encountered, GEM's sole obligation will be to notify the Customer of the existence of such products and materials. GEM shall have the right thereafter to suspend its work until such products or materials and the resultant hazards are removed.
12. Under no circumstances, whether arising in contract, tort (including negligence), equity or otherwise, will GEM be responsible for loss of use, loss of profit, increased operating or maintenance expenses, claims of customers, tenants or clients, or any other special, indirect, incidental or consequential damages.
13. GEM expressly disclaims any and all responsibility and liability for the indoor air quality of the Customer's facility, including without limitation injury or illness to occupants of the facility or third parties, arising out of or in connection with the provision of Work under this Agreement.
14. SERVICE PROVIDER WARRANTS THAT ITS SERVICES WILL BE PROVIDED IN A GOOD AND WORKMANLIKE MANNER FOR A PERIOD OF ONE (1) YEAR. EQUIPMENT AND PARTS ARE WARRANTED ONLY TO THE EXTENT OF THE MANUFACTURERS' WARRANTIES. SERVICE PROVIDER DOES NOT MAKE ANY REPRESENTATION OR WARRANTY WITH RESPECT TO THE PERFORMANCE, EFFECTIVENESS, FITNESS OR APPLICABILITY OF ANY IMPLEMENTED SOLUTION OR EQUIPMENT AND EXPRESSLY DISCLAIMS ANY AND ALL IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO THE WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE.



# *City of Romulus*

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

Council Meeting Held: **April 13, 2026**

Item No. **A.**

General Description: Appointment to the Romulus Board of Zoning Appeals

**Resolution No. \_\_\_\_\_**

<i>Moved by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Seconded by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

<i>Ayes:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Nays:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Abstain:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

**MOTION CARRIED  
UNANIMOUSLY**

**MOTION CARRIED**

**MOTION FAILED**



**CITY COUNCIL AGENDA ITEM  
REQUEST FORM**

Submitted to: **Romulus City Council** Date Submitted: **4/8/2026**

Submitted by: **Ellen Craig-Bragg, City Clerk**  
**cc: D'Sjonaun Hockenhull, Deputy Clerk**

Department: **Clerks Office**

Council Meeting of: **April 13, 2026**

**Administrative  
Officials**

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

**City Council**

Tina Talley Mayor Pro Tem  
Celeste Roscoe, Councilwoman  
David Jones, Councilman  
Kathleen Abdo Councilwoman  
William Wadsworth Councilman  
James Bullock Councilman  
Mark Willhide, Councilman

**TITLE/DESCRIPTION OF ITEM**

**Appointment to the Romulus Board of Zoning Appeals**

**ACTION REQUESTED**

Contract/Agreement	<input type="checkbox"/>	New/Amended Ordinance	<input type="checkbox"/>
Bid/Piggyback	<input type="checkbox"/>	Public Hearing Request	<input type="checkbox"/>
Budget Amendment	<input type="checkbox"/>	Resolution	<input type="checkbox"/>
Board Appointment	<input checked="" type="checkbox"/>	Rezoning	<input type="checkbox"/>
Fee Waiver	<input type="checkbox"/>	Special Meeting Request	<input type="checkbox"/>
Other	<input type="checkbox"/>	Special Land Use Request	<input type="checkbox"/>

**RECOMMENDED RESOLUTION/ACTION**

**To concur with the recommendation of the Executive Advisory Committee and appoint Jeff Kotlarek as an alternate member to the Romulus Board of Zoning Appeals with a term to expire on June 30, 2028, in accordance with the Michigan Zoning Enabling Act 110 of 2006.**

*City of Romulus*

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com

**OFFICE USE ONLY**

Approved for Council Agenda:

AGENDA ITEM # .

## PLANNING DEPARTMENT MEMORANDUM

**DATE:** April 8, 2026  
**TO:** Ellen Craig-Bragg, City Clerk  
**FROM:** Jeff Kemp Jr., Director of Building and Planning  
**SUBJECT:** Board of Zoning Appeals Alternate Appointment 2026

In accordance with Michigan Zoning Enabling Act 110 of 2006, the legislative body, the City Council, shall appoint the member of the Board of Zoning Appeals. Please find the Planning Department's recommendations for Board of Zoning Appeals appointment:

To fill the vacant Board of Zoning Appeals alternate position we recommend:

**Jeff Kotlarek**

Mr. Kotlarek will fill the Alternate (2-year, even term) position, which will **expire on June 30, 2028**.

Please forward this to the City Council Executive Advisory Committee so they may act on the appointment which will then be forwarded to the City Council for their review and approval. We respectfully request that this matter be placed on the April 13, 2026 City Council agenda.

cc: R. McCraight, Mayor  
J. Wojtylko, Chief of Staff  
J. Lambert, Executive Aide  
C. Maise, City Planner

Mr Jeff F Kotlarek

City of Romulus | Generated 11/21/2025 @ 3:50 pm by OnBoardGOV - Powered by ClerkBase

Status

**Name** Mr Jeff F Kotlarek  
**Application Date** 11/21/2025  
**Expiration Date** 11/21/2027  
**Board Member** [Jeff F Kotlarek](#)  
**Status** Validated

Board	Vacancies	Status
<a href="#">Planning Commission</a>	2	Pending

Basic Information

**Name**  
Mr Jeff F Kotlarek  
**Date of Birth**  
[REDACTED]

Contact Information

**Address**  
[REDACTED]  
Romulus, MI 48174  
**Yes, I am a resident**  
Yes  
**Ward/District**  
**Email**  
[REDACTED]  
**Phone**  
[REDACTED]  
**Cell Phone**  
[REDACTED]

**How long have you lived continuously in the City of Romulus?**

25 years

**Are you a register voter in the City of Romulus**

Yes

**Are you a graduate of Romulus' Citizen Academy?**

No

**Are you related to anyone employed by, or an elected official of the City of Romulus?**

No

**Have you ever been convicted of a felony?**

No

**Do you have access to electronic resources (home computer, email, Internet access)?**

Yes

**Professional Qualifications and/or Work Experience Relevant to the Board or Commission:**

Former member of Charter Commision

**Community Activities and/or Other Experience**

St Aloysius Church

**Educational Background:**

Associate Degree Accounting

**Three Personal or Business References**

Robert McCraight Jerome Frayer Kevin Krause

**Why are you interested in this particular board or commission?**

Help shape the community

Generated 11/21/2025, 3:50:03 PM



# City of Romulus

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

Council Meeting Held: **April 13, 2026**

Item No. **B.**

General Description: Study Session Request for Monday, April 27, 2026, at 6:00 p.m. (Pilot Travel Center)

**Resolution No.** \_\_\_\_\_

<i>Moved by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Seconded by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

<i>Ayes:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Nays:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Abstain:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

**MOTION CARRIED  
UNANIMOUSLY**

**MOTION CARRIED**

**MOTION FAILED**



**CITY COUNCIL AGENDA ITEM  
REQUEST FORM**

Submitted to: **Romulus City Council** Date Submitted: **4/8/2026**

Submitted by: **Ellen Craig-Bragg, City Clerk**  
**cc: D'Sjonaun Hockenhull, Deputy Clerk**

Department: **Clerks Office**

Council Meeting of: **April 13, 2026**

**Administrative  
Officials**

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

**City Council**

Tina Talley Mayor Pro Tem  
Celeste Roscoe, Councilwoman  
David Jones, Councilman  
Kathleen Abdo Councilwoman  
William Wadsworth Councilman  
James Bullock Councilman  
Mark Willhide, Councilman

**TITLE/DESCRIPTION OF ITEM**

**Special Meeting - Study Session Request for Monday, April 27, 2026, at 5:00 p.m.**

**ACTION REQUESTED**

Contract/Agreement	<input type="checkbox"/>	New/Amended Ordinance	<input type="checkbox"/>
Bid/Piggyback	<input type="checkbox"/>	Public Hearing Request	<input type="checkbox"/>
Budget Amendment	<input type="checkbox"/>	Resolution	<input type="checkbox"/>
Board Appointment	<input type="checkbox"/>	Rezoning	<input type="checkbox"/>
Fee Waiver	<input type="checkbox"/>	Special Meeting Request	<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>	Special Land Use Request	<input type="checkbox"/>

**RECOMMENDED RESOLUTION/ACTION**

**The Planning Department is requesting a one (1) hour Study Session for Monday, April 27, 2026, at 6:00 p.m. to discuss the rezoning, special land use, and site plan for Pilot Travel Center, located at 10250 Vining Road.**

**The date and time are available for this request.**

*City of Romulus*

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com

**OFFICE USE ONLY**

Approved for Council Agenda:

AGENDA ITEM # .

## PLANNING DEPARTMENT MEMORANDUM

**DATE:** April 9, 2026  
**TO:** Ellen Craig-Bragg, City Clerk  
D’Sjonaun Hockenhull, Deputy Clerk  
**FROM:** Jeff Kemp, Director of Planning and Building  
**SUBJECT:** Study Session for **April 27, 2026**  
**RZ-2024-001/SLU-2024-002/SPR-2029; Pilot Travel Center**

---

The Planning Department would like to respectfully request a 60-minute study session with the City Council to be held at 5:00 p.m. on April 27, 2026 for the purpose of discussing the rezoning, special land use and site plan for Pilot Travel Center, located at 10250 Vining Road.

The Planning Commission held a public hearing on December 16, 2024, and after discussion recommended approval to the City Council. The applicant submitted a site plan amendment on January 7, 2026 and revised plans on March 4, 2026 which are currently under review by the Administrative Review Committee (ARC).

**Cc:** R. McCraight, Mayor  
J. Wojtylko, Chief of Staff  
J. Lambert, Administrative Assistant  
C. Maise, City Planner



# *City of Romulus*

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

Council Meeting Held: **April 13, 2026**

Item No. C.

General Description: 2nd Reading & Final Adoption of RZ-2025-004 Condition Rezoning Request; Bradford Airport Logistics

---

**Resolution No. \_\_\_\_\_**

<i>Moved by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Seconded by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

---

<i>Ayes:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Nays:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Abstain:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

**MOTION CARRIED  
UNANIMOUSLY**

**MOTION CARRIED**

**MOTION FAILED**



## CITY COUNCIL AGENDA ITEM REQUEST FORM

Submitted to: **Romulus City Council** Date Submitted: **4/8/2026**

Submitted by: **Ellen Craig-Bragg, City Clerk**  
**cc: D'Sjonaun Hockenhull, Deputy Clerk**

Department: **Clerks Office**

Council Meeting of: **April 13, 2026**

### Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

### City Council

Tina Talley Mayor Pro Tem

Celeste Roscoe, Councilwoman

David Jones, Councilman

Kathleen Abdo Councilwoman

William Wadsworth Councilman

James Bullock Councilman

Mark Wilhide, Councilman

#### TITLE/DESCRIPTION OF ITEM

**Appointment to the Romulus Board of Zoning Appeals**

#### ACTION REQUESTED

Contract/Agreement	<input type="checkbox"/>	New/Amended Ordinance	<input type="checkbox"/>
Bid/Piggyback	<input type="checkbox"/>	Public Hearing Request	<input type="checkbox"/>
Budget Amendment	<input type="checkbox"/>	Resolution	<input type="checkbox"/>
Board Appointment	<input checked="" type="checkbox"/>	Rezoning	<input type="checkbox"/>
Fee Waiver	<input type="checkbox"/>	Special Meeting Request	<input type="checkbox"/>
Other	<input type="checkbox"/>	Special Land Use Request	<input type="checkbox"/>

#### RECOMMENDED RESOLUTION/ACTION

**To concur with the recommendation of the Executive Advisory Committee and appoint Jeff Kotlarek as an alternate member to the Romulus Board of Zoning Appeals with a term to expire on June 30, 2028, in accordance with the Michigan Zoning Enabling Act 110 of 2006.**

This conditional rezoning request was introduced at the March 9th Regular Council Meeting

*City of Romulus*

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com

#### OFFICE USE ONLY

Approved for Council Agenda:

AGENDA ITEM # .

**ORDINANCE No. \_\_\_\_\_**  
**CITY OF ROMULUS**  
**APPENDIX A – ZONING**  
**AMENDMENT 1.270**

An Ordinance to amend the Official Zoning Map of the City of Romulus by conditionally rezoning 11.88 acres of a 40.52-acre parcel located at 15184 Wayne Road from M-1, Light Industrial to M-T, Industrial Transportation.

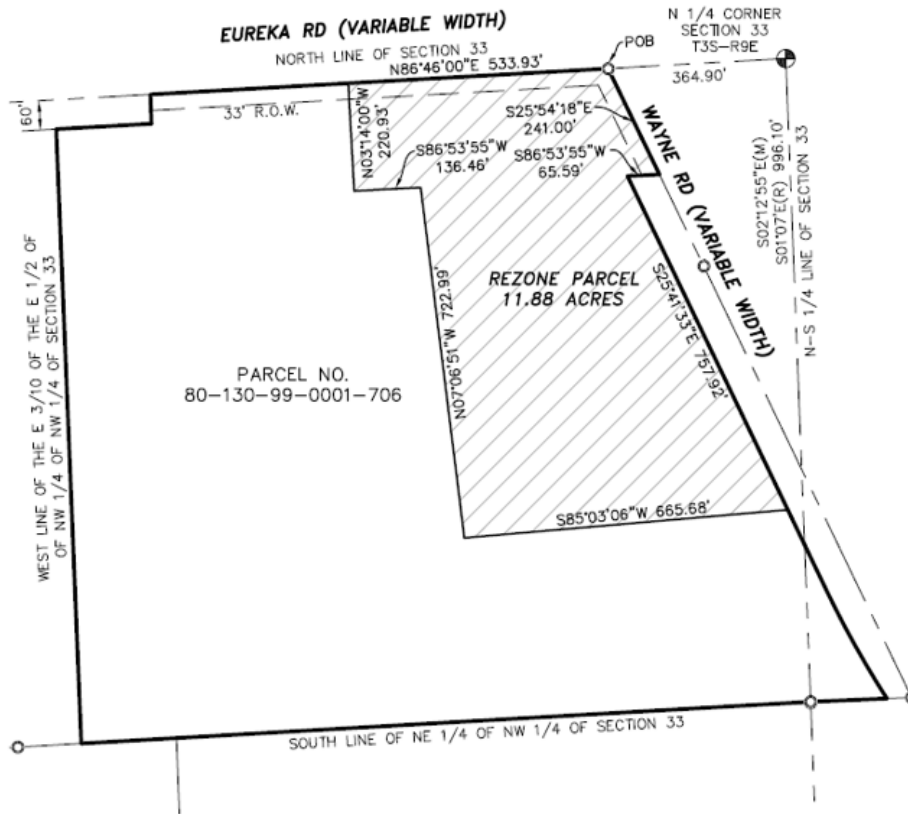
THE CITY OF ROMULUS ORDAINS:

SHORT TITLE: This Ordinance shall be known and cited as the Amended Zoning Ordinance.

SECTION 1: To conditionally rezone 11.88 acres of a 40.52-acre parcel located at 15184 Wayne Road from C-3, Highway Business to M-2, General Business.

LEGAL DESCRIPTION

COMMENCING AT THE NORTH 1/4 CORNER OF SECTION 33, T3S-R9E, CITY OF ROMULUS, WAYNE COUNTY, MICHIGAN; THENCE S86°46'00"W 364.90 FEET ALONG THE NORTH LINE OF SAID SECTION 33 TO THE POINT OF BEGINNING; THENCE S25°54'18"E 241.00 FEET ALONG THE CENTERLINE OF WAYNE ROAD (VARIABLE WIDTH) AS MONUMENTED; THENCE S86°53'55"W 65.59 FEET; THENCE S25°41'33"E 757.92 FEET; THENCE S85°03'06"W 665.68 FEET; THENCE N07°06'51"W 722.99 FEET; THENCE S86°53'55"W 136.46 FEET; THENCE N03°14'00"W 220.93 FEET TO A POINT ON THE NORTH LINE OF SAID SECTION 33; THENCE N86°46'00"E 533.93 FEET ALONG SAID LINE TO THE POINT OF BEGINNING, BEING PART OF THE NORTHWEST ¼ OF SAID SECTION 33, CONTAINING 11.88 ACRES OF LAND, MORE OR LESS, AND BEING SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.



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 at the City of Romulus on this 23<sup>rd</sup> day of March, 2026.

---

**Robert A. McCraight, Mayor**

---

**Ellen L. Craig-Bragg, 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 Chambers in said City on the 23<sup>rd</sup> day of March, 2026.

---

**Ellen L. Craig-Bragg, City Clerk**

Introduced: March 9, 2026  
Adopted: March 23, 2026  
Published:

**CONDITIONAL REZONING AGREEMENT**

THIS CONDITIONAL REZONING AGREEMENT (the “Agreement”) is hereby entered into and effective as of \_\_\_\_\_, by and among BRADFORD LOGISTICS DEVELOPMENT COMPANY – DTW, LLC, a Delaware limited liability company, whose address is 614 North DuPont Highway, Suite 210, Dover, Delaware 19901 (the “Developer”), the WAYNE COUNTY AIRPORT AUTHORITY, a public body corporate, whose address is 11050 Rogell Drive #602, Detroit, Michigan 48242 (the “Owner”) and the CITY OF ROMULUS, a Michigan municipal corporation, whose address is 11111 Wayne Road, Romulus, MI 48174 (the “City”).

**BACKGROUND**

**WHEREAS**, the City is a municipal corporation organized and existing under and pursuant to the laws of the State of Michigan (as amended), exercising all of the powers provided for therein and pursuant to the Romulus City Charter;

**WHEREAS**, Owner has operational jurisdiction over certain real property located at 15184 Wayne Road, Romulus, Michigan as depicted and described on **Exhibit A** attached hereto (the “Property”);

**WHEREAS**, Developer, in agreement with Owner, intends to develop and operate the Property as a Centralized Receiving and Distribution Center (the “Project”) in accordance with, and subject to, the terms of this Agreement including without limitation the Conceptual Development Plan attached hereto as **Exhibit B** (the “Conceptual Development Plan”) and a subsequent City-approved site plan for the Project (“Approved Site Plan”);

**WHEREAS**, under and pursuant to Section 405 of the Michigan Zoning Enabling Act, 2008 PA 110, as amended (codified at MCL §125.3405 et seq), and Section 23.06 of the Romulus Zoning Ordinance (the “Zoning Ordinance”), certain conditions voluntarily offered by the owner of land, including an agreement between the City and the Owner, may become a condition of rezoning of the Property;

**WHEREAS**, the Developer on \_\_\_\_\_, submitted the Application for Conditional Rezoning (“Application”), voluntarily offering, in writing, certain conditions to rezone the Property from C-3, General Business, Southern Gateway Overlay District to M-2 General Industrial, Southern Gateway Overlay District, subject to the terms and conditions of this Agreement;

**WHEREAS**, the City Planning Commission, on \_\_\_\_\_, held a public hearing on the request for Conditional Rezoning the Property by a proposed amendment to the City’s Zoning Map;

**WHEREAS**, the City Planning Commission, on \_\_\_\_\_, voted to recommend approval of the request for Conditional Rezoning of the Property by a proposed amendment to the City’s Zoning Map based upon this Agreement and the attached Exhibits; and

**WHEREAS**, the City Council, on \_\_\_\_\_, voted to approve the request for Conditional Rezoning and adopted Ordinance No. \_\_\_\_\_ to amend the City’s Zoning Map for the Property based upon the conditions set forth in this Agreement and the attached Exhibits.

**AGREEMENT**

**NOW THEREFORE**, in consideration of the terms, conditions, covenants and other provisions set forth herein, the parties agree as follows.

1. **Rezoning**. The Property is hereby rezoned to the M-2, General Industrial,, Southern Gateway Overlay District.

2. Conditions of Rezoning. If the Project is developed under the M-2, General Industrial, Southern Gateway Overlay Zoning District classification, the Property shall be developed for a building (the "Building") containing up to approximately 50,000 square feet for the general uses of warehousing, distributing, food preparation, delivery services, loading docks and office in connection with a Centralized Receiving and Distribution Center as permitted in the M-2, General Industrial, Southern Gateway Overlay District, in a manner consistent with the approved Conceptual Development Plan attached as **Exhibit B**, an Approved Site Plan, all applicable ordinances, laws and regulations, which uses may specifically include a warehouse, distribution facility with dry storage, cooler and freezer components, minor vehicle maintenance (only for vehicles used in connection with the building), overnight storage of vehicles, and supporting office functions, and which may be used twenty-four (24) hours a day, seven (7) days a week and submit to the following conditions of rezoning:

(a) Use Restrictions. As a condition of the rezoning of the Property to M-2, General Industrial, Southern Gateway Overlay District, the Developer and Owner hereby declare, establish and impose the following restrictions on the Property, (collectively the "Restrictions"):

- i. The Property shall only be used for the following purposes to the extent identified in **Exhibit B** of the Conceptual Development Plan.
- ii. The Property will be developed in accordance with the Conceptual Development Plan and an Approved Site Plan, and also in accordance with City ordinances and design requirements applicable to the M-2, General Industrial, Southern Gateway Overlay District.

(b) Building Architecture, Materials and Height. The architecture, materials and height/elevations of the building will be substantially in accordance with the specifications included an Approved Site Plan, subject to any modifications required by the City to comply with City ordinances and design requirements applicable to M-2, (General Industrial, Southern Gateway Overlay District.

(c) Traffic Study. The Developer will work with the City to conduct a traffic study and shall make a contribution toward any road improvement costs of the City required for road improvements shown on an Approved Site Plan.

(d) Truck Traffic Signage. The Developer will work with the City to develop a designated truck route (the "Approved Route") for all delivery truck drivers entering onto and exiting the Property. All such delivery truck drivers shall be instructed to follow the Approved Route to minimize traffic impacts on existing commercial and residential routes. Signage shall be installed and maintained by the Developer on the Property identifying such instructions, and the City and the Developer shall work together to agree upon the language for and location of the signage. Delivery truck drivers who are employees of the occupant of the Property and who depart from the Approved Route while making deliveries or providing goods or services to or from the Property shall be subject to fines as may be authorized by applicable law or under the City Ordinance, whether in existence now or enacted after the date of this Agreement. Delivery truck traffic to and from the Property may occur on other local roads not designated as part of the "Approved Route" only as may reasonably be necessary to service local customers of the occupant of the Property. The Developer and the City may agree in writing to an amendment of the "Approved Route" to accommodate a change in local conditions or temporary routes necessitated by road construction or other circumstances.

3. Application of M-2, General Industrial, Southern Gateway Overlay District Regulations to Project. As restricted by this Agreement and, despite the rezoning to the M-2, General Industrial, Southern Gateway Overlay District zoning, the Project is consistent with promoting key objectives of the Master Plan, Southern Gateway sub-area for this part of the City. Except as specifically provided herein and in an Approved Site Plan, however, the zoning use district regulations for the Property shall be based upon the M-2, General Industrial, Southern Gateway Overlay District requirements at the time of construction. Except as modified herein, the Property shall remain subject to all other zoning and use district regulations of the Zoning Ordinance for

property zoned M-2, General Industrial, Southern Gateway Overlay District and shall remain subject to all other requirements of the City's building, zoning, and other land use regulations.

4. Permitted Use and Development of the Property. Subject to Developer obtaining all other required state and local permits and approvals for the development of the Property and compliance with an Approved Site Plan, landscaping, and engineering requirements, the City agrees that Developer shall be permitted to develop and use the Property, and construct the Building on the Property, in accordance with the above-stated use and development conditions of rezoning and in accordance with the Conceptual Development Plan.. The City agrees to issue all engineering and other approvals in a timely manner to the extent the requests for same are consistent with this Agreement, the Conceptual Development Plan, an Approved Site Plan, and any applicable City ordinances.

5. Sequence and Timing.

(a) Project Sequence. The City and Developer agree that the following approvals and activities are conditions to this Agreement, and that the activities shall be completed in an expeditious manner:

i. The City, after the execution and approval of this Agreement, grants approval of the Conceptual Development Plan for the Property consistent with the terms of this Agreement.

ii. The Developer obtains an Approved Site Plan in accordance with Article 17 of the Zoning Ordinance.

iii. The Developer obtains within twenty-four (24) months of -adoption of their Agreement with the City, necessary permits to allow for substantial construction of the Project to be underway to be in compliance with Article 23.06(d) of the Zoning Ordinance.

iv. The Developer receives a certificate of occupancy for the Project within thirty-six (36) months of commencement of construction.

(b) Forced Delay. The performance by the Developer of its obligations under this Agreement, and deadlines and delivery dates related thereto, shall be tolled and extended for the period of any delays or stoppages, that occur due to unforeseeable causes beyond Developer's control, including, but not restricted to, acts of God or of the public enemy; acts of the federal, state or county government; acts of the judiciary, including injunctions, temporary restraining orders and decrees; acts of the other party; strikes or labor unrest; supply chain disruption or unavailability of supplies; labor shortage; fires; floods; unstable soils; epidemics; environmental contamination; or severe weather.

6. Change in Future Use of the Building. The Building to be constructed on the Property is intended at this time primarily for warehousing, distributing, food preparation, delivery services, loading docks and office uses in connection with a Centralized Receiving and Distribution Center. An amendment to this Agreement is required if there is a material change in use or combination of uses for the Building. This amendment may require a traffic impact study be completed if the City reasonably believes the future use could generate more traffic than the current use. In event this study is required, the Developer agrees to submit, at its expense, an updated traffic report to the City with respect to any change in use for review by the City, and the parties agree to cooperate and work in good faith to provide additional traffic mitigation measures in the event of a material increase in traffic or material change in the number and distribution of vehicle types utilizing the Property. Material changes in use shall also require the Developer to comply with all zoning, building, and other land use regulations of the City not in conflict with the terms and conditions of this Agreement.

7. Default. In the event that the Developer fails to timely obtain the necessary approvals set forth in this Agreement above for the Project, then, by written notice given by the City to the Developer within six (6) months following such failure by the Developer,

the City may, at its option and within its sole discretion, terminate this Agreement. In the event that this Agreement is terminated by the City or the Developer fails to timely complete the construction of the Project and receive certificates of occupancy as set forth in Section 5(a)(iv) above; then, by written notice given by the City to the Developer within three (3) months following such failure by the Developer, the City Council may, at its option and within its sole discretion, declare the Property to revert back to its prior zoning and rescind the approval of the Conceptual Development Plan and/or any Approved Site Plan for the Project.

8. Reversion of Zoning. If the rezoning and this Agreement becomes void as identified herein, then the Property shall automatically be reverted back to its original zoning classification as set forth in Section 23.06(e) of the Zoning Ordinance.

9. Miscellaneous.

(a) Recording. This Agreement shall be binding upon the Property and shall be recorded with the Register of Deeds for the County in which the Property is located at the expense of Developer.

(b) Complete Agreement. This Agreement together with any agreements referenced herein, constitutes the entire agreement between the parties with respect to the subject of this Agreement and it may not be amended or its terms varied except in writing and signed by the City, the Developer and the Owner.

(c) Conflicts. In the event of conflict between the provisions of this Agreement and the provisions of the Ordinance, and any other codes, ordinances, establishment or any enabling authority of the City, the provisions of this Agreement shall prevail.

(d) Third-Party Benefits. No term or provision of this Agreement is intended to be, or shall be, for the benefit of any person not a party to the Agreement, and no such person shall have any right or cause of action hereunder.

(e) Relationship of the Parties. The relationship of the City, the Developer and the Owner shall be defined solely by the expressed terms of this Agreement, including the implementing documents described or contemplated herein, and neither the cooperation of the parties hereunder nor anything expressly or implicitly contained herein shall be deemed or construed to create a partnership, limited or general, or joint venture among the City, the Developer and the Owner, nor shall any party or their agent be deemed to be the agent or employee of any other party to this Agreement.

(f) Severability. The invalidity of any article, section, subsection, clause or provision of this Agreement shall not affect the validity of the remaining articles, sections, subsections, clauses, or provisions hereof, which shall remain valid and enforceable to the fullest extent permitted by law.

(g) Waiver of Breach. A party to this Agreement does not waive any default, condition, promise, obligation, or requirement applicable to any other party hereunder, unless such waiver is in writing, signed by an authorized representative of that party, and expressly stated to constitute such waiver. Such waiver shall only apply to the extent given and shall not be deemed or construed to waive any such or other default, condition, promise, obligation, or requirement in any past or future instance. No failure of a party to insist upon strict performance of any covenant, agreement, term or condition of this Agreement or to the exercise of any right or remedy in the event of a default shall constitute a waiver of any such default in such covenant, agreement, term or condition.

(h) Governing Law. This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Michigan. The parties agree, consent and submit to the personal jurisdiction of any competent court of jurisdiction in Wayne County, Michigan, for any action brought against it arising out of this Agreement.

(i) Joint Drafting. This Agreement has been negotiated by the parties and each party has joined in and contributed

to its drafting. Accordingly, there shall be no presumption favoring or burdening any of the parties based upon draftsmanship.

(j) Running With the Land. This Agreement, including the conditions and approvals granted herein, and all other rights and obligations, shall be binding upon and inure to the benefit of the parties hereto and their respective successors, heirs, assigns and transferees. The provisions of this Agreement shall be deemed benefits and burdens which shall run with the Property, unless the City declares the Property has reverted to its prior Zoning as provided in this Agreement.

(k) Voluntary Termination. Notwithstanding anything to the contrary stated in this Agreement, Developer and the Owner shall have the right at any time to voluntarily terminate this Agreement by delivering written notice thereof to the City in which case zoning of the Property shall revert to its previous zoning classification.

(l) No Personal Liability. The obligations hereunder of the City, the Developer and the Owner shall constitute solely the obligations of the respective entities to be satisfied solely from their respective assets, and no officer, Board member, agent, employee or partner of any of said entities shall have any personal obligation, responsibility or liability for the performance of the terms of this Agreement.

(m) Counterparts. This Agreement may be executed in any number of counterparts and by the different parties hereto on separate counterparts, each of which when so executed and delivered will be an original document, but all of which counterparts will together constitute one and the same instrument.

*[Signatures on following pages]*

IN WITNESS WHEREOF, the parties have executed this Agreement is effective as of the date set forth above.

**DEVELOPER:**

BRADFORD LOGISTICS DEVELOPMENT  
COMPANY – DTW, LLC,  
a Delaware limited liability company

By: \_\_\_\_\_

Printed: \_\_\_\_\_

Its: \_\_\_\_\_

STATE OF MICHIGAN )

) ss.

COUNTY OF WAYNE )

The foregoing instrument was acknowledged before me on \_\_\_\_\_ 20\_\_\_\_, by \_\_\_\_\_, on behalf of the Bradford Logistics Development Company – DTW, LLC, a Delaware limited liability company.

\_\_\_\_\_  
Print: \_\_\_\_\_  
Notary Public, Wayne County, Michigan  
Acting in Wayne County, Michigan  
My commission expires: \_\_\_\_\_

**OWNER:**

WAYNE COUNTY AIRPORT AUTHORITY,  
a Michigan public body corporate

By: \_\_\_\_\_

Chad Newton

Chief Executive Officer

STATE OF MICHIGAN )

) ss.

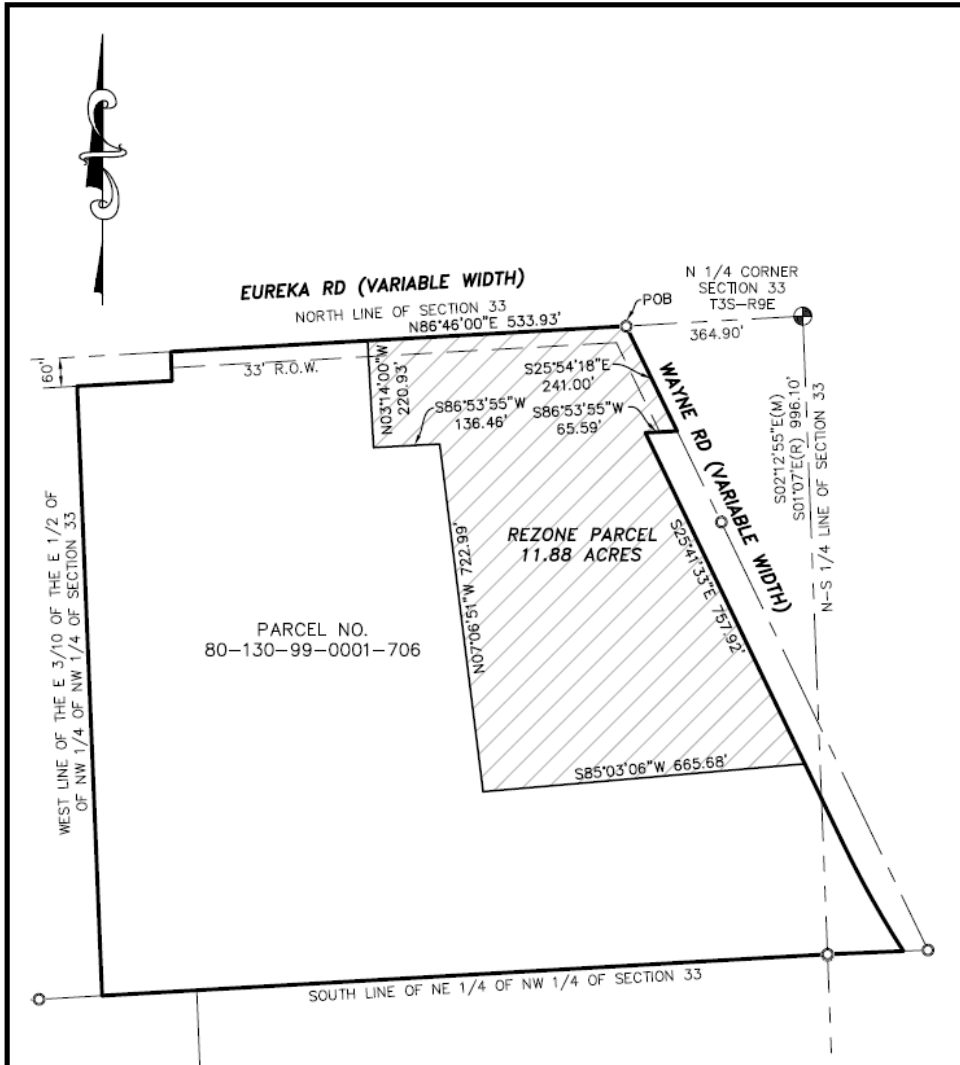
COUNTY OF WAYNE )

The foregoing instrument was acknowledged before me on \_\_\_\_\_ 20\_\_\_, by  
Chad Newton, on behalf of the Wayne County Airport Authority, a Michigan public body corporate.

\_\_\_\_\_  
Print: \_\_\_\_\_  
Notary Public, Wayne County, Michigan  
Acting in Wayne County, Michigan  
My commission expires: \_\_\_\_\_



EXHIBIT A – PROPERTY



**REZONE PARCEL DESCRIPTION:**

COMMENCING AT THE NORTH 1/4 CORNER OF SECTION 33, T3S-R9E, CITY OF ROMULUS, WAYNE COUNTY, MICHIGAN; THENCE S86°46'00\"/>

**LEGEND**

○ FOUND IRON

**NOTE:**

BEARINGS BASED ON MICHIGAN STATE PLANE COORDINATES, NAD83, MICHIGAN SOUTH ZONE

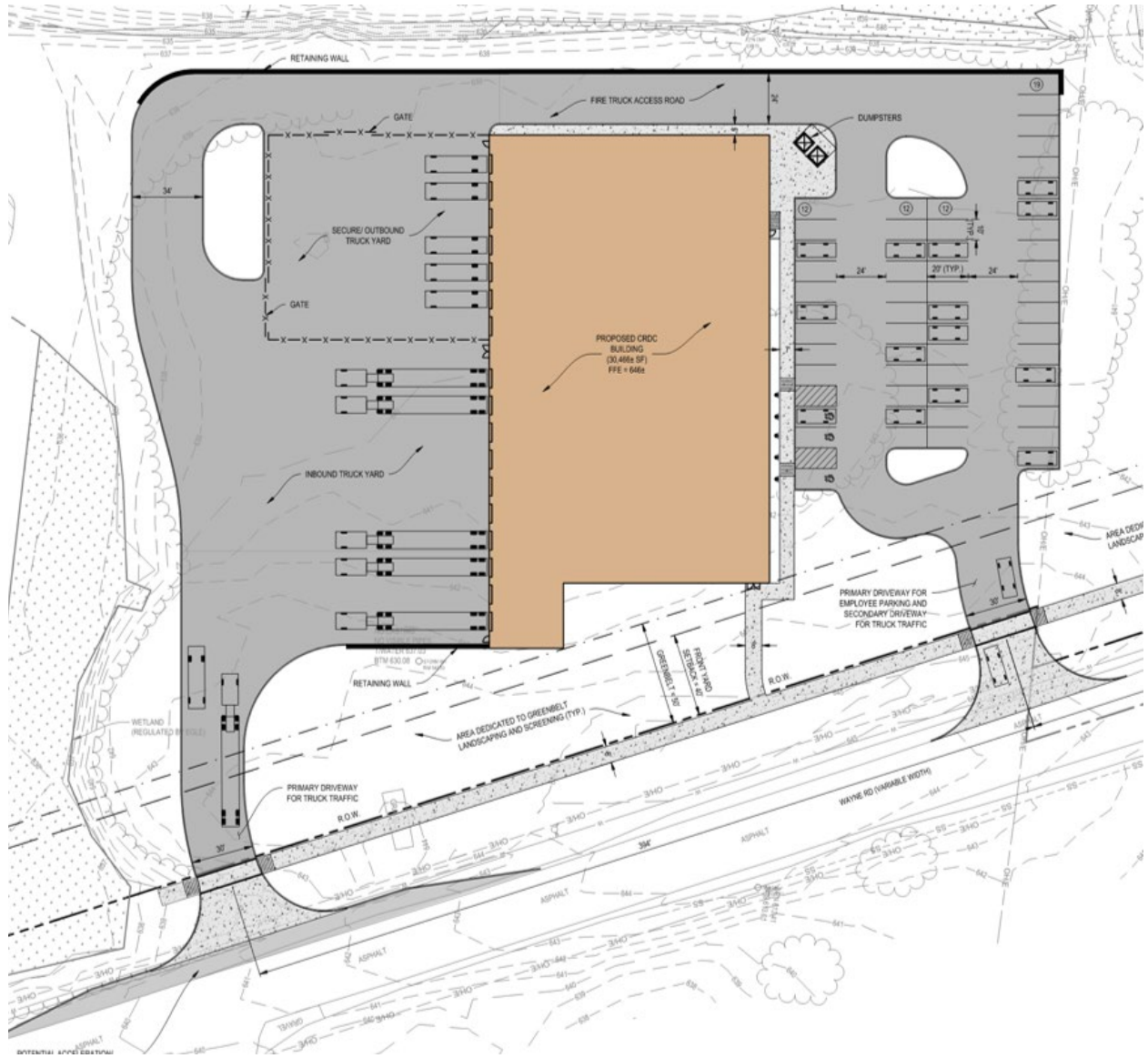


46892 WEST ROAD  
SUITE 109  
NOMI, MICHIGAN 48377  
(248) 926-3701 (BUS)  
(248) 926-3765 (FAX)

CLIENT:	GILBANE BUILDING COMPANY	DATE:	1-12-26
	<b>REZONING EXHIBIT</b>	DRAWN BY:	KEH
PARCEL NO. 80-130-99-0001-706	SECTION: 33 TOWNSHIP: 3S RANGE: 9E	CHECKED BY:	GLM
	CITY OF ROMULUS	SCALE:	HOR 1"=250 FT. VER 1"= FT.
	WAYNE COUNTY	FBK:	2/2
	MICHIGAN	CHF:	

24-759

# EXHIBIT B – CONCEPTUAL DEVELOPMENT PLAN



Centralized Receiving & Distribution Center (CRDC)



# *CRDC Next Gen Redevelopment*

*for*

# *Wayne County Airport Authority(DTW)*

Prepared for The City of Romulus, MI, City Council

March 9, 2026





## Our CRDC Mission

**“Relentlessly innovate the CRDC operations to be the benchmark leader for the global aviation industry in safety, cost efficiency, security, and sustainability.”**

## Our BAL Purpose

**“Help Airports Run Great”**



## Executive Summary

The Centralized Receiving and Distribution Center (CRDC) is essential infrastructure that streamlines how goods enter and move through Detroit Metropolitan Wayne County Airport (DTW), improving efficiency, safety, and sustainability for DTW and the surrounding community.



**Improved Efficiency:** Centralizes receiving and screening to cut costs and increase operational capacity with one modern logistics hub.



**Sustainability:** Supports recycling initiatives and environmental goals.



**Enhanced Safety & Security:** Reduces large-truck traffic near terminals and strengthens compliance with regulatory standards for safe, efficient handling of all airport goods.



**Local Impact:** Includes 20% SBE participation with local businesses.



# Existing Facility Locations: A New Offsite CRDC



# General Project Information

## ➤ Location

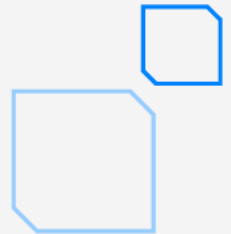
- ✓ The subject site consists of a 11.88 acre leased portion of Wayne County Airport Authority owned property. The leased site is found on the southwest corner of Eureka Road and Wayne Road.

## ➤ Features

- ✓ 30,000 SF CRDC Facility
- ✓ Scalable state-of-the-art goods and material screening area
- ✓ 10 inbound docks, 7 outbound docks
- ✓ Employee Security Screening Area for all staff and visitors

## ➤ Zoning

- ✓ The property is currently zoned as C-3, and we are seeking approval for rezoning to M-2.
- ✓ In February 2026, the Romulus Planning Commission recommended that the City Council approve the application rezoning application to rezone from C-3 to M-2.
- ✓ Upon City Council approval, we will submit a detailed site plan to the Romulus Planning Commission for approval and permitting.



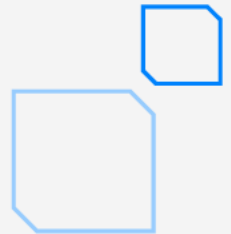
# Rezoning Justification

- ✓ The proposed M-2 zoning is appropriate and consistent with both the character of the surrounding area and the intent of the City's Master Plan and Future Land Use Map, which designates this area for industrial and transportation-related uses associated with the airport. This facility will enhance the airport's efficiency and reduce on-airport congestion
- ✓ The current C-3 zoning does not list distribution facilities as a permitted use. Development under the existing C-3 (Highway Commercial) zoning is impractical because market demand for additional retail or highway-oriented commercial uses in this area is low, while demand for logistics and industrial facilities supporting Detroit Metropolitan Wayne County Airport (DTW) continues to increase. Rezoning to M-2 will allow the property to be developed in a manner consistent with these trends and the zoning ordinance, providing a more practical and economically viable use that supports both the City's industrial employment base and DTW's operational efficiency.
- ✓ The requested rezoning is consistent with the intent and purpose of the zoning ordinance, which is to encourage compatible development, promote the economy, and protect public health and safety. The proposed CRDC aligns with these objectives by providing a high-quality, airport-supporting, industrial use that is compatible with surrounding properties and contributes to the City's economic goals



# Key Benefits for The City of Romulus

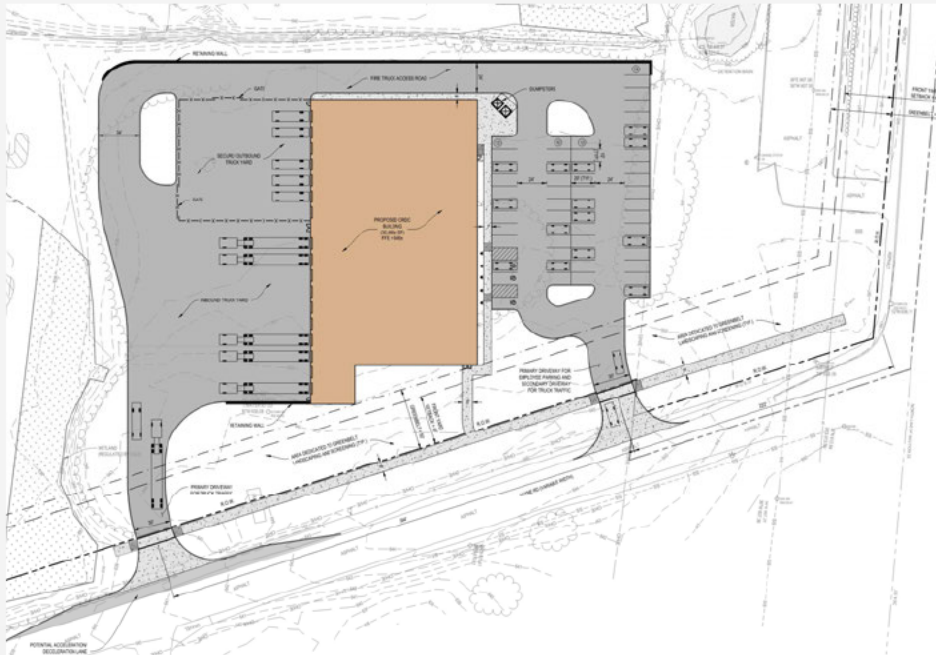
- **Economic Growth and Stability:** This project will support the growth of regional businesses while advancing the Southern Gateway Overlay District by strengthening and diversifying the city's long-term economic base. It will also serve as a catalyst for future development within the Southern Gateway Overlay District, creating momentum for additional investment and revitalization.
- **Enhanced Property Appeal:** Improved utilities and infrastructure for the City of Romulus around the development site.
- **Sustainability and Smart Growth:** The initiative incorporates an energy-efficient design promoting environmentally responsible urban growth.
- **Community Engagement:** New development fosters community pride and social connection among residents.



# Current Design Features

## Site Plan - Access from Wayne Road

- ✓ 10 Inbound loading docks
- ✓ 7 Outbound loading docks (in secure area)
- ✓ 55 parking spaces (3 ADA accessible)
- ✓ 8' public sidewalk at frontage per code
- ✓ 40' front yard setback
- ✓ 50' Greenbelt setback
- ✓ Southern driveway for truck access (potential for acceleration/deceleration lane)
- ✓ Northern driveway for employee access
- ✓ 24' fire access road around building
- ✓ Retaining wall to the west
- ✓ Wetlands shall not be impacted
- ✓ Cell Phone Lot to remain



**View from Wayne Road**



**View from Eureka Road**

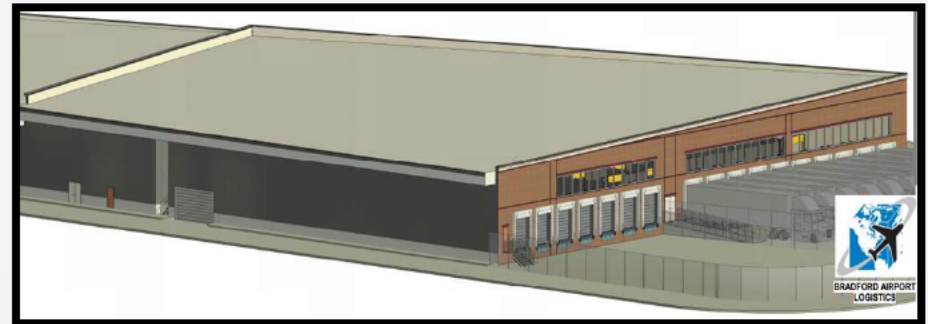


# Proposed Interior Floor Plan



## Design Features

- The project exterior complies with all City of Romulus ordinances.
- CRDC operations space – approx. 30k SF.
- Capability for potential integrated operations area(s) to consolidate off-site redundant supply-chain touch points.
- Sustainability infrastructure areas for recycling capabilities.



# Design Features



**A1 WEST ELEVATION - LOADING DOCKS**  
1/16" = 1'-0"

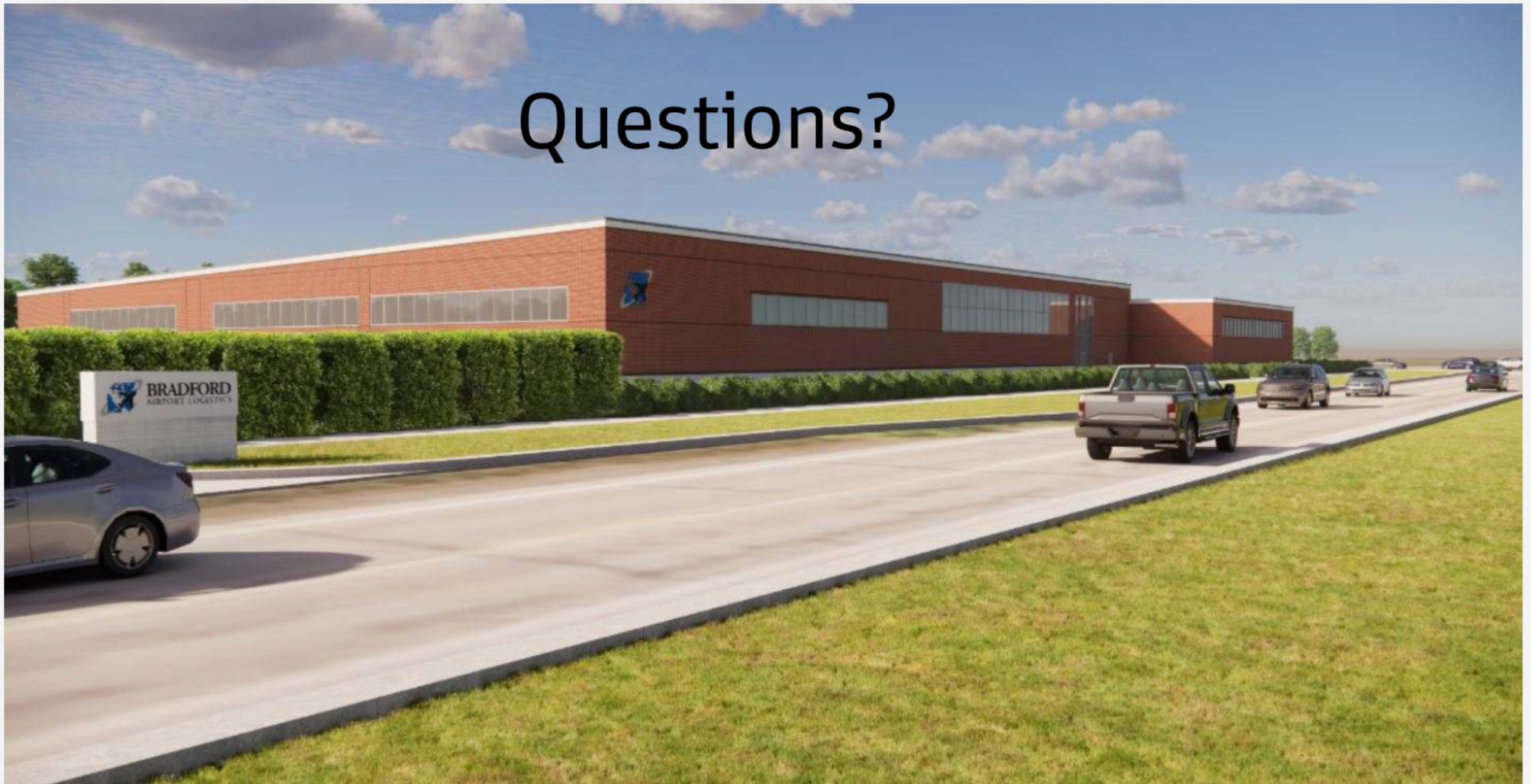


**A3 WEST ELEVATION - SHORT WALL**  
1/16" = 1'-0"



**A4 EAST ELEVATION**  
1/16" = 1'-0"

# Questions?





# City of Romulus

## Treasurer's Report

Council Meeting Held:

**April 13, 2026**

Item No. 9.

**General Description:** \_\_\_\_\_

**Resolution No.** \_\_\_\_\_

*Moved by:*      Abdo      Bullock      Jones      Roscoe      Talley      Wadsworth      Wilhide

*Seconded by:*      Abdo      Bullock      Jones      Roscoe      Talley      Wadsworth      Wilhide

*Ayes:*      All      Abdo      Bullock      Jones      Roscoe      Talley      Wadsworth      Wilhide

*Nays:*      All      Abdo      Bullock      Jones      Roscoe      Talley      Wadsworth      Wilhide

*Abstain:*      All      Abdo      Bullock      Jones      Roscoe      Talley      Wadsworth      Wilhide

MOTION CARRIED  
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



# *City of Romulus*

## *Public Comment*

Council Meeting Held:

**April 13, 2026**

Item No. 10.

**General Description:** \_\_\_\_\_

**Resolution No.** \_\_\_\_\_

Moved by:	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
Seconded by:	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

Ayes:	All	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
Nays:	All	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
Abstain:	All	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

MOTION CARRIED  
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



# *City of Romulus*

## *Unfinished Business*

Council Meeting Held:

**April 13, 2026**

Item No. 11.

**General Description:** \_\_\_\_\_  
\_\_\_\_\_

**Resolution No.** \_\_\_\_\_

Moved by:      Abdo      Bullock      Jones      Roscoe      Talley      Wadsworth      Wilhide  
Seconded by:   Abdo      Bullock      Jones      Roscoe      Talley      Wadsworth      Wilhide

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Ayes:      All      Abdo      Bullock      Jones      Roscoe      Talley      Wadsworth      Wilhide  
Nays:      All      Abdo      Bullock      Jones      Roscoe      Talley      Wadsworth      Wilhide  
Abstain: All      Abdo      Bullock      Jones      Roscoe      Talley      Wadsworth      Wilhide

MOTION CARRIED  
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



# *City of Romulus*

## *New Business*

Council Meeting Held:  
Item No. 12.

**April 13, 2026**

**General Description:** \_\_\_\_\_

**Resolution No.** \_\_\_\_\_

Moved by:	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
Seconded by:	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

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Ayes:	All	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
Nays:	All	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
Abstain:	All	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

MOTION CARRIED  
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



# City of Romulus

## Warrant

Council Meeting Held: **April 13, 2026**

Item No. **A.**

General Description: Approval of Warrant #: 26-07 for checks presented in the amount of \$3,333,434.68.

**Resolution No.** \_\_\_\_\_

<i>Moved by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Seconded by:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

<i>Ayes:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Nays:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
<i>Abstain:</i>	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

**MOTION CARRIED  
UNANIMOUSLY**

**MOTION CARRIED**

**MOTION FAILED**

# CITY OF ROMULUS WARRANT REGISTER SUMMARY

Council Meeting Date: April 13, 2026  
Warrant Number: 26-07

TOTAL WARRANT REGISTER \$3,333,434.68

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P.O.#	CHECK #	PAYEE	AMOUNT

TOTAL DELETIONS \_\_\_\_\_  
TOTAL ADJUSTED WARRANT (IF ANY DELETIONS) \_\_\_\_\_

REWARRANTED ITEMS: (not included in above totals)

P.O.#	CHECK #	PAYEE	AMOUNT

\_\_\_\_\_  
COUNCIL AUTHORIZATION

\_\_\_\_\_  
DATE

The obligations of transfer of funds described on the attached warrant register including the required interfund advances have been authorized by the Council. We hereby authorize the Treasurer of the City of Romulus to disburse funds as listed in payment thereof with the exception of deleted items listed above.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

4/8/2026

**CHECK DISBURSEMENT REPORT FOR CITY OF ROMULUS**  
**CHECK DATE FROM 3/19/26 - 4/17/26**

Fund		Amount
Total for fund 101	General Fund	\$161,013.47
Total for fund 202	Major Street Fund	\$19,732.72
Total for fund 203	Local Street Fund	\$65,356.95
Total for fund 205	Public Safety Fund	\$30,848.38
Total for fund 211	Cable TV	\$46.56
Total for fund 218	Merriman Rd. Spec. Assess	\$45.50
Total for fund 219	Street Lighting Fund	\$44,563.58
Total for fund 226	Garbage & Rubbish Collection Fund	\$112,968.42
Total for fund 247	Tax Increment Finance Authority	\$24,749.89
Total for fund 248	Downtown Development Authority	\$57,999.69
Total for fund 260	Michigan Indigent Defense Fund	\$25,033.66
Total for fund 261	911 Service Fund	\$6,709.23
Total for fund 265	Drug Law Enforcement Fund	\$418.39
Total for fund 266	Law Enforcement- Federal	\$250,171.43
Total for fund 271	Library Fund	\$19,148.40
Total for fund 352	2014 Capital Improvement Bonds	\$111,570.86
Total for fund 592	Water & Sewer Fund	\$999,492.25
Total for fund 661	Motor Vehicle	\$938,531.93
Total for fund 664	Technology Services	\$2,284.29
Total for fund 676	Retiree's Ins. Benefits	\$145,048.61
Total for fund 701	Revolving Fund	\$5,263.36
Total for fund 704	Imprest Payroll Fund	\$312,437.11
<b>TOTAL - ALL FUNDS</b>		<b>\$3,333,434.68</b>

4/08/2026

CHECK REGISTER FOR CITY OF ROMULUS  
CHECK DATE FROM 3/19/2026 - 4/08/2026

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank POOL POOLED CASH						
03/19/2026	POOL	94620	MISC	ANDREA GARNER	PARK RENTAL DEPOSIT 87219199	\$50.00
03/19/2026	POOL	94621	0746	BILL JONES ENTERPRISES	TRUCK 105 - REPAIR WIRING	\$2,624.68
03/23/2026	POOL	94622	3386	CONSTELLATION NEWENERGY	CITY GAS BILLS 3/19/26	\$26,581.47
03/23/2026	POOL	94623	1299	POSTMASTER	BRM 48-000 ANNUAL PERMIT FEE	\$370.00
03/23/2026	POOL	94624	0670	VERIZON WIRELESS	342127256-00001 FEB 26 - MAR 26 ALL DEPA	\$3,968.35
04/08/2026	POOL	2472(E)	0017	BLUE CARE NETWORK	APRIL 2026 HEALTH INSURANCE	\$20,967.82
04/08/2026	POOL	2473(E)	0016	BLUE CROSS/BLUE SHIELD OF MICH	APRIL 2026 HEALTH INSURANCE	\$418,593.07
04/08/2026	POOL	2474(E)	2965	CLEAR RATE COMMUNICATIONS, INC.	ACCOUNT # 4876633 3/21/26-4/20/26	\$7,383.59
04/08/2026	POOL	2475(E)	0581	COMERICA COMM. CARD SERV.	ELLEN CRAIG-BRAGG COMERICA CARD PURCHASE	\$625.63
					PATTY BRADEN COMERICA CARD PURCHASES FOR	\$22.71
					ROBERTO SCAPPATICCI COMERICA CHARGES FEB	\$799.21
					ROBERTO SCAPPATICCI COMERICA CARD PURCHA	\$1,312.17
					CHRISTINA PARKER COMERICA CARD PURCHASES	\$760.31
					CHRISTINA PARKER COMERICA CHARGE MARCH 2	\$1,069.99
					CHRISTINA PARKER COMERICA CHARGE MARCH 2	\$549.94
						<u>\$5,139.96</u>
04/08/2026	POOL	2476(E)	0012	DTE ENERGY	36525 BIBBINS - SR CTR - 2/12/26-3/12/26	\$2,064.95
					12600 WAYNE - DPW - 2/12/26-3/12/26	\$2,940.92
					11165 OLIVE - POLICE STATION - 2/12/26-3	\$2,712.68
					28777 EUREKA - FS #4, - 2/12/26-3/12/26	\$1,171.52
					35257 GODDARD - HOOK & LADDER THEATER BU	\$115.34
					10942 WAYNE - WELCOME TO ROMULUS SIGN 2/	\$20.89
					WELCOME TO ROMULUS SIGN 2/13/26-3/13/26	\$45.50
					7930 AMBER PUMP STATION - 2/17/26-3/17/	\$91.66
					PUMP STATION - 16326 HARRISON - 2/17/26-	\$126.58
					MARY ANN BANKS (RESTROOM) - 37350 GODDAR	\$18.88
					37200 GODDARD-MARY ANN BANKS PARK - 2/18	\$120.86
					PAVILION DOWNTOWN DDA - 36095 GODDARD 2/	\$24.55
					7690 WAYNE WATER PUMP, 2/14/26-3/16/26	\$93.76
						<u>\$9,548.09</u>
04/08/2026	POOL	2477(E)	2947	NATIONAL VISION ADMINISTRATORS, LLC	VISION COVERAGE FOR OCT 2025	\$3,214.05
					VISION COVERAGE FOR NOV 2025	\$3,265.95
						<u>\$6,480.00</u>
04/08/2026	POOL	2478(E)	3740	NAVIA BENEFIT SOLUTIONS - LOCKBOX	NAVIA FOR FEBRUARY 2026 - 30 PARTICIPANT	\$200.00
04/08/2026	POOL	2479(E)	4326	TELNET WORLDWIDE, INC	DIGITAL E-FAX BUNDLE APRIL 2026	\$73.78
04/08/2026	POOL	2480(E)	1014	THE HARTFORD-PRIORITY ACCOUNTS	MARCH 2026 HARTFORD INSURANCE CUST # 008	\$10,347.90
04/08/2026	POOL	2481(E)	4581	UMB BANK, N.A.	ROMULUS RFD GO SRS 2025C	\$319,504.17
04/08/2026	POOL	94625	0092	34TH DISTRICT COURT	G2G FEES & CLEMIS REVENUE SHARING FROM O	\$2,667.41
04/08/2026	POOL	94626	MISC	6TH CIRCUIT COURT	REF: TIMOTHY WADE	\$1,290.00
04/08/2026	POOL	94627	2942	AIRGAS, INC.	25/26 BLANKET PO AIRGAS INC - FOR OXYGEN	\$83.60
04/08/2026	POOL	94628	3336	ALLIE BROTHERS, INC	UNIFORM ITEMS	\$173.44
					UNIFORM ITEMS	\$34.95
					UNIFORM ITEMS	\$46.90
					UNIFORM ITEMS	\$623.35
					UNIFORM ITEMS	\$483.22
					UNIFORM ITEMS	\$34.95
						<u>\$1,396.81</u>
04/08/2026	POOL	94629	2804	AMAZON CAPITAL SERVICES	LIBRARY - ST PATRICKS DAY CANDY	\$132.24
					COMMAND HOOKS, KEY TAG RACK	\$194.00
					WHITE TEETH; ALL ABOUT LOVE	\$612.11
					BEHIND THE SCENES; NO LONGER HUMAN	\$650.33
					3D PRINTER HOT END KIT	\$8.99
					CLOROX WIPES	\$16.62
					HOMELAND SEASON 3;	\$258.42
					GO GO SQUID	\$505.92
					IT'S NOT HER; THE C.R PATTERSON AND SONS	\$44.45
					REAL ESTATE BROKER	\$119.96
					JOJO'S BIZARRE ADVENTURE	\$95.60
					PANDA ORDER	\$25.38
					YOUTH BOOK ORDER	\$4.71
					OOPS MORE PANDAS	\$30.99
					HOUSE OF HADES	\$70.95
					MYSTERY SCIENCE	\$44.99
					THE PURSUIT OF PURPOSE	\$247.72
					15 DVD SET	\$1,064.52

4/08/2026

CHECK REGISTER FOR CITY OF ROMULUS  
CHECK DATE FROM 3/19/2026 - 4/08/2026

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					SEED PACKETS	\$149.69
						\$4,277.59
04/08/2026	POOL	94630	4027	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	\$29.02
					OFFICE SUPPLIES	\$29.98
					PICKERS FOR COURT SERVICE WORKERS	\$119.90
					TREE TRIMMERS FOR GROUNDS/PARK & REC	\$194.40
					RATCHET STRAPS FOR STRAPPING DOWN LAWN M	\$227.96
					FIRE DEPARTMENT: LABEL MAKER TAPE	\$58.97
					FIRE DEPARTMENT: CHAIN SAW BLADES & CONT	\$255.79
					HOSE REEL WALL MOUNTED	\$99.99
					BASIC CERTIFICATE FRAMES	\$111.60
					OFFICE SUPPLIES	\$293.45
					MISC SUPPLIES	\$9.49
					CLEANING SUPPLIES FOR FINANCE DEPARTMENT	\$129.99
					I PHONE 6 CASE & SCREEN PROTECTOR	\$15.19
					VACUUM CLEANER REPLACEMENTS FOR SENIOR C	\$379.98
					CITY VEHICLE KEY RING HOLDER	\$12.99
					CLEANING SUPPLIES FOR FINANCE DEPARTMENT	\$149.00
					OFFICE SUPPLIES - PLANNING	\$60.54
					PARKS AND RECREATION EASTER EGG HUNT	\$84.48
					MISC SUPPLIES	\$21.49
					MISC SUPPLIES	\$215.40
					BUILDING DEPT OFFICE SUPPLIES	\$150.69
					FIRE DEPARTMENT: HUB CAPS FOR RESCUE AND	\$229.47
					CLEANING SUPPLIES FOR FINANCE DEPARTMENT	-\$129.99
						\$2,749.78
04/08/2026	POOL	94631	MISC	ANN SZLINIS	ANN SZLINIS - FEB 2026 RETIREE HEALTHCAR	\$353.23
04/08/2026	POOL	94632	MISC	ANN SZLINIS	ANN SZLINIS - MARCH 2026 RETIREE HEALTHC	\$353.23
04/08/2026	POOL	94633	2903	APPLIED INNOVATION	CONTRACT BASE RATE APRIL 2026 ADDITIONAL	\$976.91
04/08/2026	POOL	94634	MISC	ASHLEY CAPITAL LLC	ESCROW REFUND	\$124,291.90
04/08/2026	POOL	94635	MISC	ASHLEY ROMULUS, LLC.	ESCROW REFUND	\$2,316.36
04/08/2026	POOL	94636	0554	AT&T	ACCT. 734 941-0666 375 3.FINAL BILL	\$7.85
04/08/2026	POOL	94637	2042	AT&T GLOBAL SERVICES	AT&T VIPER 911 CPE SYSTEM UPGRADE	\$196,057.83
04/08/2026	POOL	94638	1081	ATCHINSON FORD SALES, INC.	25/26 BLANKET PO MISC VEHICLE REPAIRS -	\$135.50
					REPAIR PASS SPOT LIGHT & DRIVER DOOR SWI	\$59.14
					25/26 BLANKET PO MISC VEHICLE REPAIRS -	\$129.95
						\$324.59
04/08/2026	POOL	94639	3649	AUTO VALUE OF ROMULUS	25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$52.96
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$30.85
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$12.08
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$77.37
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$30.87
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$16.53
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$63.58
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$23.38
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$253.18
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$274.29
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$94.32
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$46.44
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$71.18
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$212.08
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$17.89
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$20.01
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$157.08
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$64.79
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$38.39
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$11.59
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$37.47
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$290.30
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$314.16
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$123.02
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$339.12
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$86.79
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$24.08
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$103.19
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$27.39
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$3.29
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$78.09
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$14.88
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$33.56
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$22.56

4/08/2026

CHECK REGISTER FOR CITY OF ROMULUS  
CHECK DATE FROM 3/19/2026 - 4/08/2026

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$181.00
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	\$24.04
					25/26 BLANKET PO FOR MISC MECHANIC PURCH	<u>-\$18.00</u>
						\$3,253.80
04/08/2026	POOL	94640	3649	VOID		
04/08/2026	POOL	94641	3894	BELCHER LAW, PLLC	MIDC SERVICE HOURS ATTORNEY LEANNA BELCH	\$842.83
04/08/2026	POOL	94642	0064	BOUND TREE MEDICAL LLC	25/26 BLANKET PO - MEDICAL SUPPLIES AND	\$720.77
					25/26 BLANKET PO - MEDICAL SUPPLIES AND	\$626.03
					25/26 BLANKET PO - MEDICAL SUPPLIES AND	<u>\$780.00</u>
						\$2,126.80
04/08/2026	POOL	94643	4551	CHRISTOPHER R. SHEMKE	MIDC PROGRAM SERVICE CHRISTOPHER SHEMKE	\$520.00
04/08/2026	POOL	94644	0086	CINTAS FAS	25/26 BLANKET MEDICINE CABINET RESTOCK	\$96.68
					25/26 BLANKET PO FOR WATER PURIFIER/ICE	<u>\$225.00</u>
						\$321.68
04/08/2026	POOL	94645	0917	CITY OF WAYNE	36345 VAN BORN RD SW/WF FEB 2026	\$7,338.32
04/08/2026	POOL	94646	1980	COMCAST	ACCT # 8529 10 214 0290387, UNIT COURTES	\$45.27
04/08/2026	POOL	94647	4400	CONTRACTORS PIPE AND SUPPLY	25/26 BLANKET PO FOR WATER & SEWER MISC	\$46.05
					25/26 BLANKET PO FOR WATER & SEWER MISC	\$79.15
					25/26 BLANKET PO FOR WATER & SEWER MISC	<u>\$106.46</u>
						\$231.66
04/08/2026	POOL	94648	4558	CORY WESTMORELAND	MIDC SERVICE HOURS ATTORNEY COREY WESTMO	\$910.00
04/08/2026	POOL	94649	4563	DAVONNE DARBY	MIDC SERVICE HOURS ATTORNEY DAVONNE DARB	\$390.00
04/08/2026	POOL	94650	2788	DELL MARKETING LP	FIRE ENGINE 3 MDC DELL RUGGED LAPTOP	\$2,455.73
04/08/2026	POOL	94651	MISC	DESIREE DEWYER	ANIMAL BOND SPAY / NEUTER REFUND 1/12/26	\$50.00
04/08/2026	POOL	94652	2594	DOWNRIVER UTILITY WASTEWATER AUTHOR	WASTEWATER DISPOSAL CHARGES FEB 2026	\$64,216.01
04/08/2026	POOL	94653	2594	DOWNRIVER UTILITY WASTEWATER AUTHOR	APRIL 2026 EXCESS FLOW	\$245,036.20
04/08/2026	POOL	94654	1007	DOWS EQUIPMENT SERVICE INC	REPAIR/OIL CHANGE FOR SHOP AIR COMPRESSO	\$675.00
					AIR COMPRESSOR REPAIR - SWITCH TO SAVE O	<u>\$196.50</u>
						\$871.50
04/08/2026	POOL	94655	0012	DTE ENERGY	36542 GODDARD RD 2/18/26-3/18/26	\$512.83
04/08/2026	POOL	94656	0772	DTE ENERGY	MARCH 2026 STREET LIGHTING	\$48,507.34
04/08/2026	POOL	94657	4005	EXCELLANCE, INC.	FIRE RESCUE #2 SCENE LIGHT	\$135.86
04/08/2026	POOL	94658	4223	FASTSIGNS OF LINCOLN PARK, MI	DOWNTOWN REPLACEMENT BANNERS SPRING SUMM	\$687.26
04/08/2026	POOL	94659	3475	FERGUSON WATERWORKS #3386	METER STOCK	\$27,925.13
04/08/2026	POOL	94660	2918	FIRING LINE	MISC FIREARM ACCESSORIES	\$809.00
04/08/2026	POOL	94661	0875	GENERAL FUND	AFLAC MARCH 2026 3% ADMIN FEE	\$260.65
					COLONIAL LIFE MARCH 2026 2% ADMIN FEE	<u>\$5.92</u>
						\$266.57
04/08/2026	POOL	94662	2380	GEORGE SIMKO JR	JAN - MARCH 2026 PRESCRIPTION REIMBURSME	\$10.00
04/08/2026	POOL	94663	0128	GIARMARCO, MULLINS, & HORTON, PC	70085-004B GENERAL	\$243.00
					70085-081B CAMPBELL INC - LAWSUIT	\$224.00
					70085-078B BIG STEVE'S DESIGNZ LLC	<u>\$5,409.10</u>
						\$5,876.10
04/08/2026	POOL	94664	0631	GORDON FOOD SERVICE, INC.	SENIOR CENTER DESSERT FOR ST. PATRICK DAY	\$160.80
04/08/2026	POOL	94665	3264	GREAT LAKES WATER AUTHORITY	300-2451-S INDUSTRIAL WASTE CONTROL FOR	\$855.83
04/08/2026	POOL	94666	3264	GREAT LAKES WATER AUTHORITY	ACCT # CUS-0000068 WATER USAGE/FIXED CHA	\$347,660.81
04/08/2026	POOL	94667	4307	GRECO LAW PLLC	ASSESSOR'S OFFICE LEGAL ADVICE FEB 26	\$514.80
					WATER/SEWER LEGAL ADVICE FEB 26	<u>\$748.80</u>
						\$1,263.60
04/08/2026	POOL	94668	4614	HARBOR STRATEGIC PUBLIC AFFAIRS	STRATEGIC PUBLIC AFFAIRS MARCH 2026	\$2,500.00
04/08/2026	POOL	94669	1420	HYDROCORP LLC	25/26 INVERTED PO - ITB 17/18-25 COMMER	\$6,805.00
04/08/2026	POOL	94670	MISC	INTEGRATED DEICING SERVICES	REFUND STC 154-2025-0256	\$14,747.69
04/08/2026	POOL	94671	0141	JACK DOHENY COMPANIES INC	25/26 BLANKET PO - MECHANICS AND WATER D	\$6.34
04/08/2026	POOL	94672	3785	JEFFREY E. BOWDICH	MIDC SERVICE HOURS ATTORNEY JEFFREY BOWD	\$3,055.00
04/08/2026	POOL	94673	0214	JOHN E. REID & ASSOCIATES INC.	4-DAY THE REID TECHNIQUE OF INVESTIGATIV	\$605.00
04/08/2026	POOL	94674	MISC	JOHN WELCH	ANIMAL BOND SPAY / NEUTER REFUND 12/9/25	\$50.00
04/08/2026	POOL	94675	3209	JONATHAN MCCRANEY	BD BOND REFUND 29207 RIVEROAK	\$687.00

4/08/2026

CHECK REGISTER FOR CITY OF ROMULUS  
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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/08/2026	POOL	94676	3209	JOSE GARCIA	BD BOND REFUND 15630 HARRISON	\$200.00
04/08/2026	POOL	94677	4261	KANOPY INC	75 TICKETS 1 CREDIT	\$68.85
04/08/2026	POOL	94678	MISC	KEITH HAYNES	TRAINING - GRAND RAPIDS	\$40.00
04/08/2026	POOL	94679	4234	KEY AWARDS & ENGRAVING	WHITE OVAL NAME BADGES	\$198.50
04/08/2026	POOL	94680	3209	KRIKOR HOLDINGS LLC	BD BOND REFUND 7174 WAYNE	\$450.00
04/08/2026	POOL	94681	4588	LAW OFFICE OF DIONE C. PATILLO	MIDC PROGRAM SERVICE DIONE PATILLO	\$1,380.17
04/08/2026	POOL	94682	4119	LAW OFFICES OF JOSHUA L. HADLEY	MIDC PROGRAM SERVICE JOSHUA L. HADLEY	\$2,801.50
					MIDC PROGRAM SERVICE JOSHUA L. HADLEY	\$1,731.17
					MIDC PROGRAM SERVICE JOSHUA L. HADLEY	\$3,477.51
						<u>\$8,010.18</u>
04/08/2026	POOL	94683	3777	LAW OFFICES OF SAMER N. JADALLAH	MIDC SERVICE HOURS ATTORNEY SAMER JADALL	\$2,513.32
04/08/2026	POOL	94684	4618	LESLEY F. KNAPP PLLC	MIDC SERVICE HOURS ATTORNEY LESLEY KNAPP	\$920.84
					MIDC SERVICE HOURS ATTORNEY LESLEY KNAPP	\$970.67
						<u>\$1,891.51</u>
04/08/2026	POOL	94685	2267	LINDA WEGIENKA	JAN - MAN 2026 PRESCRIPTION REIMBURSEMEN	\$74.94
04/08/2026	POOL	94686	4172	MACQUEEN EQUIPMENT, LLC	FIRE ENGINE 3 SCBA PACKS AND BOTTLES FIR	\$12,853.00
					FIRE ENGINE 3 SCBA PACKS AND BOTTLES FIR	\$15,530.96
					FIRE ENGINE 3 SCBA PACKS AND BOTTLES FIR	\$3,225.64
					FIRE DEPARTMENT: SCBA REPAIR (PARTS UNDE	\$100.00
						<u>\$31,709.60</u>
04/08/2026	POOL	94687	2666	MAURER'S TEXTILE RENTAL SERVICES	25/26 INVERTED PO FOR EMPLOYEE UNIFORM E	\$28.62
					25/26 INVERTED PO FOR EMPLOYEE UNIFORM E	\$141.38
					25/26 INVERTED PO FOR EMPLOYEE UNIFORM E	\$1.57
					25/26 INVERTED PO FOR EMPLOYEE UNIFORM E	\$25.00
					25/26 INVERTED PO FOR EMPLOYEE UNIFORM E	\$28.62
					25/26 INVERTED PO FOR EMPLOYEE UNIFORM E	\$141.38
					25/26 INVERTED PO FOR EMPLOYEE UNIFORM E	\$1.57
					25/26 INVERTED PO FOR EMPLOYEE UNIFORM E	\$25.54
					25/26 INVERTED PO FOR EMPLOYEE UNIFORM E	\$141.38
					25/26 INVERTED PO FOR EMPLOYEE UNIFORM E	\$28.62
					25/26 INVERTED PO FOR EMPLOYEE UNIFORM E	\$25.00
					25/26 INVERTED PO - ITB 21/22-17 UNIFORM	\$19.38
					25/26 INVERTED PO - ITB 21/22-17 UNIFORM	\$19.38
					25/26 INVERTED PO - ITB 21/22-17 UNIFORM	\$19.38
					25/26 INVERTED PO - ITB 21/22-17 UNIFORM	\$19.38
					25/26 INVERTED PO - ITB 21/22-17 UNIFORM	\$19.38
						<u>\$685.58</u>
04/08/2026	POOL	94688	2084	MICHIGAN ASSOCIATION OF PLANNING	2026 WORKSHOP	\$95.00
					2026 WEBINAR SERIES	\$35.00
					MICHIGAN ASSOCIATION OF PLANNING WORK SH	\$105.00
					MICHIGAN ASSOCIATION OF PLANNING WORK SH	\$150.00
					MICHIGAN ASSOCIATION OF PLANNING - ETHIC	\$35.00
					MICHIGAN ASSOCIATION OF PLANNING HOW TO	\$70.00
						<u>\$490.00</u>
04/08/2026	POOL	94689	1104	MICHIGAN STATE POLICE	25/26 BLANKET PO FOR LIVESCAN USAGE 07/1	\$40.00
04/08/2026	POOL	94690	0427	MIDWEST TAPE	CUSTOMER # 2000005771 BOOKS	\$404.19
					CUSTOMER # 2000005771 BOOKS	\$256.45
						<u>\$660.64</u>
04/08/2026	POOL	94691	4489	MILES J. GEROU	MIDC SERVICE HOURS ATTORNEY MILES GEROU	\$561.16
					MIDC SERVICE HOURS ATTORNEY MILES GEROU	\$104.00
						<u>\$665.16</u>
04/08/2026	POOL	94692	4318	MOBILE COMMUNICATION AMERICA INC	APX6000 WARRANTY REPAIR PROCESSING	\$45.00
04/08/2026	POOL	94693	4316	OCCMED CONNECT	25/26 BLANKET PO EMPLOYEE PROCESSING PHY	\$975.00
04/08/2026	POOL	94694	0736	ORCHARD, HILT & MCCLIMENT	RTC BUILDING 6	\$26,751.00
					DTW BLOCK 4	\$5,938.00
					BUILDING GENERAL SERVICES	\$179.00
					RTC BUILDING 5	\$10,698.50
					RTC BUILDING 4	\$2,413.00

4/08/2026

CHECK REGISTER FOR CITY OF ROMULUS  
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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					MADCO TRUCKS	\$1,085.00
					BRADFORD AIRPORT LOGISTICS	\$1,412.50
					BRADFORD AIRPORT LOGISTICS	\$582.25
					PILOT	\$895.50
					ROMULUS DEVELOPMENT LLC	\$527.00
					BUCK'S OIL	\$2,619.00
					MERRIMAN SCHOOL	\$946.00
					MERRIMAN SCHOOL	\$895.50
					TIM HORTONS	\$430.00
					CULVERS	\$430.00
					BILLS CONVENIENCE STORE	\$2,837.50
					ROMULUS TRADE CENTER NORTH	\$3,930.50
					WOOLF AIRCRAFT PRODUCTS	\$358.00
					PFEE250008 - HURON AUTO SALES - JANUARY	\$1,477.50
					CONS SERV SELF STORAGE	\$5,637.00
					GODDARD TRUCKING	\$516.00
						<u>\$70,558.75</u>
04/08/2026	POOL	94695	3440	PARTNERS IN ARCHITECTURE, PLC	FIRE STATION NO. 1 DESIGN & IMPLMNETATI	\$15,819.30
04/08/2026	POOL	94696	2291	PEGGY SLATER	JAN - MAR 2026 PRESCRIPTION REIMBURSEMEN	\$13.80
04/08/2026	POOL	94697	4597	PETER GRANATA	MIDC SERVICE HOURS ATTORNEY PETER GRANAT	\$780.00
04/08/2026	POOL	94698	2960	PHOENIX SAFETY OUTFITTERS, LLC.	ITB 18/19-20 TURNOUT GEAR RENTAL FY 25/2	\$450.00
					ITB 18/19-20 TURNOUT GEAR RENTAL FY 25/2	\$450.00
					TEMPORARY RENTAL GEAR	\$385.00
					COAT REPAIR	\$673.50
						<u>\$1,958.50</u>
04/08/2026	POOL	94699	3959	PRETTY FACE CLEANING SERVICES	GROWTH WORKS 34TH DISTRICT COURT	\$200.00
					GROWTH WORKS 34TH DISTRICT COURT	\$200.00
					GROWTH WORKS 34TH DISTRICT COURT	\$200.00
						<u>\$600.00</u>
04/08/2026	POOL	94700	3430	PROSOURCE OF DETROIT METRO	PIGGYBACK NCPA CONTRACT #02-146 MATERIAL	\$3,245.80
					PIGGYBACK NCPA CONTRACT #02-146 MATERIAL	\$351.68
						<u>\$3,597.48</u>
04/08/2026	POOL	94701	MISC	QUINN JACOBSEN	ANIMAL BOND SPAY / NEUTER REFUND 4/1/26	\$50.00
04/08/2026	POOL	94702	0172	R&R FIRE TRUCK REPAIR	ENGINE 1 DOOR SENSOR	\$558.57
04/08/2026	POOL	94703	0172	R&R FIRE TRUCK REPAIR	CLASS I FIRE TRUCK APPARATUS AND EQUIPME	\$842,914.25
04/08/2026	POOL	94704	1952	RITTER GIS, INC.	25/26 INVERTED- GIS SUPPORT SERVICES 7/0	\$4,972.50
					25/26 INVERTED PO GIS SUPPORT SERVICES	\$340.00
						<u>\$5,312.50</u>
04/08/2026	POOL	94705	4527	SCHULTZ AND YOUNG P.C.	00013 - LEGAL SERVICES FEB 2026	\$2,130.00
04/08/2026	POOL	94706	2307	SHARON WALKER	DEC - MAR PRESCRIPTION REIMBURSEMENT	\$25.16
04/08/2026	POOL	94707	1739	THE LIBRARY NETWORK	JAN - MAR 2026 INTERNET	\$1,339.08
					APRIL - JUNE 2026	\$7,658.91
						<u>\$8,997.99</u>
04/08/2026	POOL	94708	3780	THE NUNLEY LAW GROUP, PLLC	MIDC SERVICE HOURS FOR ROYCE NUNLEY	\$953.33
04/08/2026	POOL	94709	MISC	TIFFANY HARPER	ANIMAL BOND SPAY / NEUTER REFUND 3/1/26	\$50.00
04/08/2026	POOL	94710	4560	TIMOTHY M. KEWIN	MIDC SERVICE HOURS ATTORNEY TIMOTHY KEWI	\$2,862.16
04/08/2026	POOL	94711	3593	TOSHIBA BUSINESS SOLUTIONS	INVERTED PO MONTHLY COPY CHARGES FY 25/2	\$145.55
					INVERTED PO MONTHLY COPY CHARGES FY 25/2	\$1,594.74
					INVERTED PO MONTHLY COPY CHARGES FY 25/2	\$21.45
						<u>\$1,761.74</u>
04/08/2026	POOL	94712	4454	TROVIOUS STARR	MIDC PROGRAM SERVICE TROVIOUS STARR	\$260.00
04/08/2026	POOL	94713	4042	TRUSTED JOURNEY	25/26 BLANKET PO TRUSTED JOURNEY FOR ANI	\$112.12
04/08/2026	POOL	94714	0657	WAYNE COUNTY	25/26 INVERTED PO: HOUSING MAINTENANCE C	\$910.00
04/08/2026	POOL	94715	4601	WCA ASSESSING	ASSESSING MONTHLY SERVICES	\$9,375.00
04/08/2026	POOL	94716	0654	WEST SHORE SERVICES, INC.	2026 SOLE SOURCE ANNUAL INSPECTION & MAI	\$5,950.00
04/08/2026	POOL	94717	0233	WESTLAND LOCK & KEY, INC.	25/26 BLANKET PO FOR BUILDING MAINT - DP	\$22.00
04/08/2026	POOL	94718	0651	WM CORPORATE SERVICES, INC	25/26 INVERTED PO FOR RESIDENT DUMP PASS	\$636.40
04/08/2026	POOL	94719	0659	WM CORPORATE SERVICES, INC	25/26 INVERTED PO-RESIDENTIAL TRASH PICK	\$109,777.92
04/08/2026	POOL	94720	0659	WM CORPORATE SERVICES, INC	25/26 INVERTED PO FOR DUMPSTER CHARGES	\$1,305.00
04/08/2026	POOL	94721	0659	WM CORPORATE SERVICES, INC	25/26 INVERTED PO FOR DUMPSTER CHARGES	\$700.00

4/08/2026

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04/08/2026	POOL	94722	3536	ZIEBART OF MICHIGAN - M122	POLICE DB-7 (F-150) EYEBROW TINT (DETECT POLICE F-150 (DB-7) UNDERCOAT/RUST PROOF DB-3 WINDSHIELD EYEBROW TINT	\$393.48 \$474.99 <u>\$107.49</u>
						\$975.96
04/08/2026	POOL	94723	2945	ZONES, LLC	MONTHLY BILLING FOR MICROSOFT OFFICE 365 ACTERA SYSTEM RECOVERY SOFTWARE LICENSIN BLUEBEAM REVU PLAN REVIEW SOFTWARE	\$203.40 \$650.00 <u>\$3,516.00</u>
						\$4,369.40
04/17/2026	POOL	2482(A)	1279	AJAX MATERIALS CORPORATION	YARD STOCK YARD STOCK YARD STOCK YARD STOCK	\$5,453.75 \$1,275.40 \$3,894.80 <u>\$1,206.80</u>
						\$11,830.75
04/17/2026	POOL	2483(A)	2926	ALLIED, INC.	LIFT #3 AND LIFT #4 REPAIRS	\$2,468.95
04/17/2026	POOL	2484(A)	4484	ARROWHEAD UPFITTERS, INC.	ITB 23/24-15 UPFITTING (2) POLICE INTERC ITB 23/24-15 UPFITTING (2) POLICE INTERC	\$19,167.00 <u>\$18,873.00</u>
						\$38,040.00
04/17/2026	POOL	2485(A)	1270	CARLISLE WORTMAN ASSOCIATES	FAIRWAYS GATEWAY PDA APEX STRUCTURAL INNOVATIONS BRADFORD CONDITION REZONING MERRIMAN SCHOOL / ROMULUS SELF STORAGE ROMULUS TRADE CENTER - NORTH 2025 MASTER PLAN - UPDATE	\$1,000.00 \$2,200.00 \$1,455.00 \$947.50 \$2,907.50 <u>\$1,365.00</u>
						\$9,875.00
04/17/2026	POOL	2486(A)	0411	DORNBOS SIGN & SAFETY INC	SIGN ITEMS/MATERIALS TO REPLENISH STOCK	\$1,660.00
04/17/2026	POOL	2487(A)	2188	EVER KOLD REFRIGERATION	SERVICE CALL FOR REFRIGERATOR OUTAGE	\$130.00
04/17/2026	POOL	2488(A)	4305	FALCON ROAD MAINTENANCE EQUIPMENT	PATCH TRAILER #113B - SPARE WHEEL	\$527.54
04/17/2026	POOL	2489(A)	3829	FOSTER BLUE WATER OIL, LLC	25/26 INVERTED PO - ITB 19/20-21 2 YEAR	\$2,164.02
04/17/2026	POOL	2490(A)	4594	GOLLING CHEVROLET	FIRE RESCUE 1 - ACCIDENT REPAIR	\$2,349.22
04/17/2026	POOL	2491(A)	2822	GORNO FORD	PIGGYBACK MIDEAL #MA24000001193 (2) 202	\$54,002.00
04/17/2026	POOL	2492(A)	4222	GREAT LAKES CONTRACTING SOL., LLC	NEW COURT - REPAIR LIGHTS	\$1,456.95
04/17/2026	POOL	2493(A)	3575	GREAT LAKES POWER & LIGHTING	CITY HALL - REPAIR PARKING LOT LIGHTS	\$7,220.67
04/17/2026	POOL	2494(A)	2076	HASTINGS AIR-ENERGY CONTROL, INC.	TAILPIPE ADAPTERS FOR PLYMOVENT SYSTEM	\$692.76
04/17/2026	POOL	2495(A)	2789	HILLARD'S GLASS, INC.	R25-25 - REPLACEMENT WINDSHIELD POLICE DB-3 MALIBU WINDSHIELD REPLACEMEN	\$839.00 <u>\$460.00</u>
						\$1,299.00
04/17/2026	POOL	2496(A)	4206	IMAGE PRINTING	AP CHECKS 94501-99500	\$685.00
04/17/2026	POOL	2497(A)	4169	JAC LED LIGHTING INC.	HOOK AND LADDER - LIGHTING	\$796.00
04/17/2026	POOL	2498(A)	1896	JAM BEST ONE FLEET SERVICE	#257 WATER BACKHOE - TIRES LOW STOCK - ROADS #109 STOCK TIRES FOR 1-TON DUMPS ITB 24/25-14 LOW STOCK POLICE TIRES ROADS #124 - TIRE REPAIR ITB 24/25-14 ROADS #106 TIRES - SPARE	\$948.24 \$1,175.06 \$879.30 \$719.34 \$352.00 <u>-\$50.00</u>
						\$4,023.94
04/17/2026	POOL	2499(A)	3072	KIMBALL MIDWEST	NEEDED SHOP SUPPLIES	\$220.39
04/17/2026	POOL	2500(A)	1680	LUSTER CLEANERS, INC	25/26 BLANKET PO FOR PRISONER BLANKET CL	\$160.00
04/17/2026	POOL	2501(A)	0076	M.W. MORSS ROOFING INC.	37135 GODDARD ROOF REPAIR FIRE STATION 4 - REPAIR ROOF LEAK	\$1,965.00 <u>\$360.00</u>
						\$2,325.00
04/17/2026	POOL	2502(A)	1688	MAPS BY WAGNER, LLC	ANNUAL MAPS SUBSCRIPTION 01/01/2026 TO 1	\$100.00
04/17/2026	POOL	2503(A)	0299	MICHIGAN ASSOC. OF FIRE CHIEFS	- MEMBERSHIP FOR 2026	\$125.00
04/17/2026	POOL	2504(A)	4608	MICRO MARKETING, LLC	HARDCOVER BOOKS HARDCOVER BOOKS HARDCOVER BOOKS	\$294.94 \$86.34 \$746.40

4/08/2026

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						\$1,127.68
04/17/2026	POOL	2505(A)	0442	NORTHSIDE TRUE VALUE HARDWARE	25/26 BLANKET PO FOR MISC BUILDING MAINT	\$5.29
04/17/2026	POOL	2506(A)	3041	NORTHSTAR MAT SERVICE	ACCOUNT # 1862-11121	\$53.68
04/17/2026	POOL	2507(A)	0984	PARKWAY SERVICES, INC.	HISTORICAL PARK HC PORTAJOHN (3/9/26-4/7	\$220.00
					PORTA JOHN SERVICES FOR ST. JOHN'S LODGE	\$130.00
					PORTA JOHN SERVICES FOR ST. JOHN'S LODGE	\$130.00
					HC PARK HANDICAP PORTAJOHN 3/31/2026-4/2	\$220.00
					HC PARK REG PORTAJOHN 4/1/2026-4/30/2026	\$130.00
						\$830.00
04/17/2026	POOL	2508(A)	3959	PRETTY FACE CLEANING SERVICES	FY 25/26 BLANKET PO 11189 SHOOK RD CLEAN	\$150.00
04/17/2026	POOL	2509(A)	0234	PRIORITY ONE EMERGENCY	FIRE DEPARTMENT: HAZMAT UNIFORM	\$614.94
					FIRE DEPARTMENT: HAZMAT UNIFORM	\$385.98
						\$1,000.92
04/17/2026	POOL	2510(A)	4413	ROCKET ENTERPRISE, INC.	ANNUAL COSTS FOR FLAG POLE AT WICK AND V	\$7,500.00
04/17/2026	POOL	2511(A)	2941	ROWE PROFESSIONAL SERVICES COMPANY	OZGA ROAD HMA REHABILITATION INSPECTION	\$7,547.50
					WADE, SUPERIOR, CONOVER ROAD DESIGN	\$15,928.25
					SWAN LAKE RECONSTRUCTION INSPECTION	\$43,292.50
						\$66,768.25
04/17/2026	POOL	2512(A)	1551	S & F FOODS, INC.	25/26 BLANKET PO FOR PRISONER FOOD	\$127.38
04/17/2026	POOL	2513(A)	4040	STAPLES	Inventory Order	\$844.48
					COPY PAPER	\$151.96
						\$996.44
04/17/2026	POOL	2514(A)	4254	TAYLOR H2O WORX LLC	34822 GODDARD - BILLING ISSUE - REQUIRED	\$706.31
					ANNUAL HYDRANT METER TESTING 2026	\$3,088.10
						\$3,794.41
04/17/2026	POOL	2515(A)	4163	THE PAWS CLINIC	25/26 BLANKET PO SPAY / NEUTER RABIE SHO	\$132.00
04/17/2026	POOL	2516(A)	2951	UNIQUE MANAGEMENT SERVICES, INC.	JAN PLACEMENTS	\$81.55
04/17/2026	POOL	2517(A)	0205	UNISTRUT MIDWEST	REPLENISH STOCK	\$2,973.00
04/17/2026	POOL	2518(A)	0250	VERMEER OF MICHIGAN	CHIPPER 409 - REPAIR BROKEN TENSIONER, B	\$1,589.18
						\$3,333,434.68
						\$0.00
						\$3,333,434.68



# *City of Romulus*

## *Communication*

Council Meeting Held:  
Item No. 14

**April 13, 2026**

**Councilperson Abdo:** \_\_\_\_\_

\_\_\_\_\_

**Councilperson Bullock:** \_\_\_\_\_

\_\_\_\_\_

**Councilperson Jones:** \_\_\_\_\_

\_\_\_\_\_

**Councilperson Roscoe:** \_\_\_\_\_

\_\_\_\_\_

**Councilperson Talley:** \_\_\_\_\_

\_\_\_\_\_

**Councilperson Wadsworth:** \_\_\_\_\_

\_\_\_\_\_

**Councilperson Wilhide:** \_\_\_\_\_

\_\_\_\_\_



# City of Romulus

## Adjournment

Council Meeting Held:

**April 13, 2026**

Item No. 15

General Description: \_\_\_\_\_

Resolution No. \_\_\_\_\_

Moved by:	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
Seconded by:	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

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Ayes:	All	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
Nays:	All	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide
Abstain:	All	Abdo	Bullock	Jones	Roscoe	Talley	Wadsworth	Wilhide

MOTION CARRIED  
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED