



INKSTER CITY COUNCIL

Monday September 16, 2024
26215 Trowbridge, Inkster, MI 48141
(313) 563-9770
www.cityofinkster.com

Mayor – Byron H. Nolen
Mayor Pro Tem – Steven Chisholm, District IV

Council Members

Felicia Rutledge, District I
Freddie Bishop III, District II
Lindsay Scott, District III
Kim Howard, District V
DeArtriss Richardson, District VI

GEORGINA HOLLIDAY
CITY CLERK

DARIN CARRINGTON
TREASURER

TODD PERKINS
CITY ATTORNEY

The council may be addressed during the Regular Meeting by filling out the Public Participation Form. Address Council as a whole through the Mayor.

Monday September 16, 2024

Orientation Session – 6:00 PM

Regular City Council Agenda – 7:00 PM

1. Call Meeting to Order
 - A. Prayer
 - B. Pledge of Allegiance
 - C. Roll Call
 - D. Closed Session

Council may enter into Closed Session to discuss contract negotiations, purchase or lease of real property and/or pending litigation in accordance with MCL 15.268 (a), (c), (d), (e) and/or (f).
2. Approval of Agenda
3. Presentations/Introduction of Guests/Announcements
 - Progress in Becoming a Redevelopment Ready Community-A.C. Williams
 - Presentation Slides for City Council
 - Boards and Commissions Application with Expectations and Skills
 - Boards and Commissions Recruitment Policy
 - Public Participation Plan
 - Training Strategy
4. Public Hearing

None

5. Consent Agenda

- A. Approval of September 3, 2024 Regular Meeting Minutes-
removal of "Item C" Consider approval to purchase one (1) vacant parcel (Case #LD24-38) The parcel is located on the west side of Inkster Rd between Michigan and Chestnut Ave. Parcel ID: 44010990001000 for \$360,500.00

6. Boards and Commissions

- A. Approval to re-appoint Charles Coleman to the Aging Commission
- B. Approval to re-appoint Deborah Owens to the Aging Commission
- C. Approval to re-appoint Jean Liddell to the Aging Commission
- D. Approval to re-appoint Gabe Henderson to the Aging Commission
- E. Approval to re-appoint June Patterson to the Aging Commission
- F. Approval to re-appoint Rosie Allen-Thompson to the Aging Commission

7. Ordinances

None

1st Reading

None

2nd Reading

None

8. New Business

- A. Discussion/Action:** (Derek Dowdell, Community Development Director) Consider approval to purchase one (1) vacant parcel (Case # LD24-43) The parcel is located on the south side of Woodbine Drive between Beech Daly and John Daly Rd. Parcel ID: **44019012070000** in the amount of \$1,000.00. Please see attached (Wayne County Public Records)
- B. Discussion/Action:** (Derek Dowdell, Community Development Director) Consider approval to purchase two (2) vacant parcels (Case #LD24-45) The parcels are located on the west side of Williams between Beech and Carlyle Street. Parcel ID: **44010060355000** and **44010060357000** for \$3000. Please see attached (Wayne County Public Records) The parcels are next to the buyer's home.
- C. Discussion/Action:** (Jerome Bivins, DPS Director) Consider approval to Adopt Notice of Intent Resolution related to the City's proposed 2024 Capital Improvement Bonds for

improvements to the water supply and sewage disposal system of the city and authorize the City Clerk to publish the Notice of Intent.

D. Discussion/Action: Jerome Bivins, DPS Director) Consider authorizing the Director of DPS to enter into an agreement with the Wayne County Department of Public Services to maintain the stormwater management system in accordance with the drawing attached as Exhibit "A", and the terms of long-term maintenance plan attached as Exhibit "B" and the Wayne County Stormwater Ordinance and Administrative Rules.

E. Discussion/Action: (Derek Dowdell, Community Development Director) Consider approval to purchase one (1) vacant parcel (Case # LD24-44) The parcel is located on the north side of New York street between Notre Dame Street and Yale Street. The Parcel ID: **44022010527002** for \$1500. Please see attached (Wayne County Public Records) Property is next to buyer's home. He wants to extend his property lines.

Public Participation (limit to 3 minutes)

9. City Clerk

10. City Treasurer

11. Mayor and Council Communication

12. Closed Session

Council may enter into Closed Session to discuss contract negotiations, purchase or lease of real property and/or pending litigation in accordance with MCL 15.268 (a), (c), (d), (e) and/or (f).

13. Adjournment

Presented By:
Commissioner A.C. Williams, RD

The City of Inkster
City Council



PLANNING

Tracking Progress Towards Becoming a Redevelopment Ready Community



What is RRC?

Overview

Redevelopment Ready Communities® (RRC) is a voluntary technical assistance initiative offered through the Michigan Economic Development Corporation (MEDC) to empower communities in shaping their future by building a strong foundation of planning, zoning, and economic development best practices.

- Michigan Economic Development Corporation



the city of inkster

Redevelopment Ready ✓ Certified Path

RRC Certified communities have integrated all the Best Practices into their local processes and proactively seek out community development opportunities while providing a predictable development experience.

A summary of benefits include:

- **Access to Redevelopment Service Team**
- **Site Marketing Support**
- **Technical Assistance Match Funding Opportunities**
- **Free Event Registrations**
- **Social Media**



Best Practice 1

Plans & Engagement

Evaluates community planning and how a community's redevelopment vision is embedded in the master plan, capital improvements plan, and downtown plan and/or corridor plan(s). It also assesses how a community identifies its stakeholders and engages them, not only during planning processes, but on a continual basis.

1.1 Master Plan

In Progress

1.2 Downtown & Corridor Plans

Currently Aligned, Adopted 2018

1.3 Capital Improvements Plan

In Progress

1.4 Public Participation Plan

Currently Aligned



Best Practice 1

Master Plan

Progress

Master plans establish a community vision through public engagement and identify how to implement that vision. The plan is an essential document that guides future development throughout the community, adding predictability and community support to the development process.

Project Schedule



TASKS	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
1. Project Initiation											
2. Identify, Quantify and Analyze											
3. Public Outreach											
a) Define Engagement											
b) Prepare Viewing Boards											
4. Goals and Objectives											
6. Draft the Comprehensive Master Plan											
7. Implementation Strategies											
8. Public Review/Adoption											

McKenna is expected to give a presentation at the next Planning Commission Meeting on Sept 23, 2024.



2024

PUBLIC PARTICIPATION PLAN

The City of Inkster
Byron Nolen, Mayor



Inkster City Hall
28215 Troubridge
Inkster, MI 48144
313.565.8770

Available on City Website



Best Practice 1 Public Participation Plan

Public participation plans help communities establish clear expectations for public engagement, ensuring all groups are represented in decision making processes.

MEASURING IMPACT (GOALS)	STRATEGIES
1. Laying the Groundwork	1.1 Form a Core Team 1.2 Create a Road Map & Budget 1.3 Develop a Communication Strategy & Materials
2. Centering the Community	2.1 Listen, Learn, & Partner: Meet 2.2 Document frequently used tools 2.3 Facilitate Cross-Sector Collaboration 2.4 Mission Plan 2.5 Needs & Connections
3. Make Data-Driven Decisions	3.1 Organize & Analyze the Data 3.2 Evidence-Based Recommendations 3.3 Public Reporting & Sharing Stories
4. Make Government Accountable	4.1 Sharing Power 4.2 Build Community Trust 4.3 Build Capacity
5. Evaluate Policy Implementation	5.1 Establish Key Performance Indicators (KPIs) 5.2 Continuous Improvement & Strategy Updates

Best Practice 3

Development Review

Evaluates the community's development review policies and procedures to ensure they integrate predictability throughout. To do this, sound internal procedures need to be in place and followed. Making information on the development review process and resources readily available assists developers of all sizes and experience levels in understanding what they'll need to know as they invest in the community.

3.1 Defined Processes ✓

3.2 Point of Contact ✓

3.3 Conceptual Review Meetings ✓

3.4 Internal Review Procedures ✓

3.5 Approval Authority ✓

3.6 Fee Schedule ✓

3.7 Payment Methods ✓

3.8 Access to Information

3.9 Project Tracking ✓



Planning & Community Development Webpage



The City of Inkster
Planning & Community Development
Internal Review Policy

INTRODUCTION

As the City of Inkster, we are committed to supporting...
...and ensuring that all development projects meet the...
...standards of the City of Inkster.

INTERNAL REVIEW TEAM

- Planning and Community Development
 - Special Projects
 - City Representative
 - City Engineer
 - Public Works Department

PRE-APPLICATION MEETING

The Application Meeting with the Planning Department is...
...a required step in the process of obtaining a permit...
...and is held at the City of Inkster.

Public Consultation

The City of Inkster is committed to providing...
...public consultation opportunities for all development...
...projects.

Next Steps

After the completion of the pre-application meeting...
...the applicant will receive a letter from the City of Inkster...
...regarding the next steps in the process.



Internal Review Procedures

Clearly documenting the internal review process provides predictability and consistency in the development review process. It also ensures that processes can continue in the event of staff turnover.

INTERNAL REVIEW PROCESS EXPECTATIONS

Internal review process documents can take many forms, depending on the complexity of a community's development review processes and systems. The key is that the processes are documented clearly for succession planning purposes. RRC expectations include:

- Key steps of the application from submittal to issuing of the permit
- Timelines
- Identifies who reviews applications
- Identifies approval standards
- The community has established a joint review team. (Certified only expectation)



Best Practice 4

Boards & Commissions



Clearly documenting the internal review process provides predictability and consistency in the development review process. It also ensures that processes can continue in the event of staff turnover.

- ✓ 4.1 Recruitment & Appointment Process
- ✓ 4.2 Expectations & Skill Sets
- ✓ 4.3 Orientation
- ✓ 4.4 Bylaws
- ✓ 4.5 Planning Commission Annual Report
- ✓ 4.6 Training Plan
- ✓ 4.7 Joint Meetings



Best Practice 4 Boards & Commissions

Training Strategy

The community has a documented training strategy.



Expectations & Skills

The community sets expectations for board and commission positions.



Recruitment Process

The community has a clear recruitment and appointment process.

Bylaws

The community has bylaws for boards & commissions.



Best Practice 5

Economic Development & Marketing



Marketing Plan

Marketing and branding are an essential tool for promoting a community's assets and unique attributes. A marketing plan establishes goals and strategies for how a community should partner locally to build a consistent brand, tell their unique story, and attract new residents, visitors, businesses, and development.

- Currently in progress



Incentive Tools

Clearly identifying locally available economic development tools ensures the most efficient use of local resources to encourage development that the community desires. Having process documentation and application materials available assists potential applicants in understanding how to leverage local tools.

- Requires annual assessment and progress report



Economic Development Plan

A local economic strategy helps communities understand how to leverage their strengths and address their challenges in a competitive market.

- Requires annual assessment and progress report



Path to Certification

Progress Since December 2023



Since December, the tasks we've completed have boosted our certification progress from 32% to 69%.



09/16/2024



THANKS



1



2



3

Best Practice 1

Plans & Engagement

Deliver community planning and have a community's understanding of the master plan, capital improvements plan, and downtown plan and other similar plans. It can involve having a community building its understanding and engage them not only in the planning process, but in a unified body.

1.1 Master Plan	In Progress
1.2 Downtown & Corridor Plans	Currently Aligned, Adopted 2021 ✓
1.3 Capital Improvements Plan	In Progress
1.4 Public Participation Plan	Currently Aligned ✓



4

Best Practice 1

Master Plan Progress

Deliver community planning and have a community's understanding of the master plan, capital improvements plan, and downtown plan and other similar plans. It can involve having a community building its understanding and engage them not only in the planning process, but in a unified body.

Project Schedule



Mallory is expected to give a presentation at the next Planning/Committee Meeting on Sept 25, 2024.

5



2024 PUBLIC PARTICIPATION PLAN

The City of Phoenix
Public Works, Planning, and
Community Development
Department

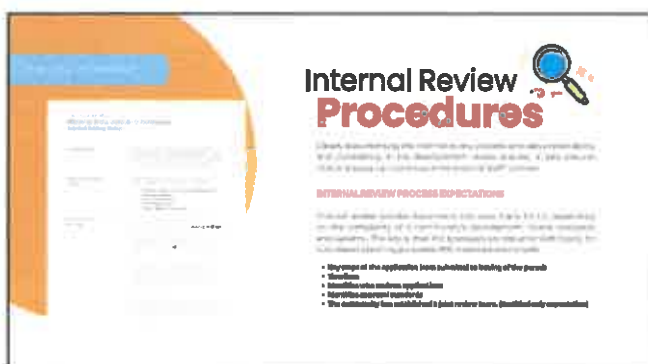
Best Practice 1

Public Participation Plan

Public participation plan helps communities understand other systems and for public engagement, planning, and implementation of public works projects.

Project Name	Project Description	Project Status
...	...	...
...	...	...
...	...	...

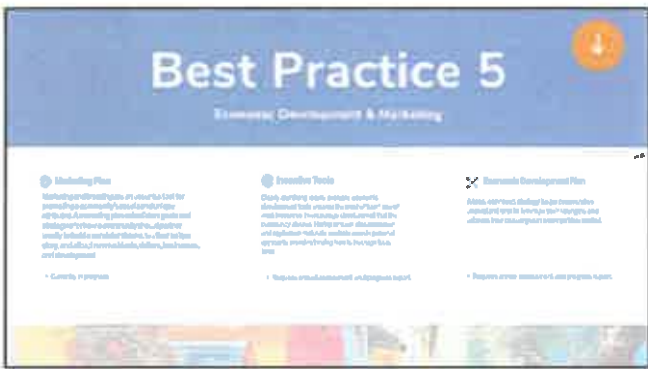
6







10



11



12



13

Georgina L Holliday, City Clerk
City of Inkster
26215 Trowbridge
Inkster, MI 48141



www.cityofinkster.com
Phone: (313) 563-9770
gholliday@cityofinkster.com

Oath of Office. _____ (For Clerk's Office Use)

BOARDS AND COMMISSION APPLICATION

email to: gholliday@cityofinkster.com cc: mself@cityofinkster.com
Mail to City Clerk's Office, City Of Inkster, 26215 Trowbridge, Inkster MI. 48141

Requestor/Appointee Name: _____

Date Requested: _____

Address: _____ Telephone: _____ (W)

_____ Telephone: _____ (H)

Email Address: _____

How do you wish to receive information? ☐ Mail ☐ Pick it up ☐ E-Mail

.....
What Board or Commission would you like to be appointed to:
_____?

How long have you been a City of Inkster resident? _____

Brief Description of why you would like to serve on a Board or Commission:

**** Please note that serving on a Board or Commission will need your full participation and time. Most Boards and Commissions will need a quorum to officially conduct business and take action on agenda items.**

****Once you have been appointed by City Council to a Board or Commission, you must schedule an appointment within 10 days to take the Oath of Office.**

Please attach a brief Resume or Bio along with your application.

The City of Inkster

Boards & Commissions Descriptions

Applicants should have or be willing to acquire relevant knowledge for the board they apply for. Please note that this list is not all inclusive, nor will an applicant be turned down for an appointment due to a lack of any of the listed skills. We have previously found that those members that are most successful either already possess some or all the skills listed below or are open to expanding their current skill set. **Please check below if you have experience in the following based on the board or commission you're applying for:**

No.	Board	Description	Desired Qualifications
1	Aging Commission	Dedicated to addressing the needs and concerns of the elderly population within the community, providing support, resources, and advocacy for senior citizens.	☐ Experience in gerontology, social work, or healthcare administration. ☐ Knowledge of senior services and resources available within the community. ☐ Strong communication and advocacy skills, particularly for representing the needs of the elderly population.
2	Beautification Committee	Tasked with improving and maintaining the aesthetic appeal of public spaces, parks, streetscapes, and neighborhoods through landscaping, art installations, and urban design initiatives.	☐ Creativity and vision for enhancing the aesthetic appeal of public spaces. ☐ Ability to engage and mobilize community members and volunteers in beautification initiatives.
3	Board of Review	Responsible for hearing appeals from property owners regarding property tax assessments and ensuring fair and equitable property valuation.	☐ Legal background or experience in property assessment and taxation. ☐ Analytical skills for reviewing property assessment appeals and making fair decisions.

4	Brownfield Redevelopment Authority	Focuses on revitalizing contaminated or underutilized properties (brownfields) within the municipality, promoting sustainable development and economic growth while safeguarding public health and the environment.	☐ Expertise in environmental science, remediation, or land redevelopment. ☐ Understanding of brownfield redevelopment processes, regulations, and funding mechanisms. ☐ Experience in project management and navigating complex regulatory frameworks. ☐ Ability to collaborate with public and private stakeholders to facilitate sustainable redevelopment projects.
5	Building Authority Commission	Oversees the financing, construction, and maintenance of public buildings and facilities, ensuring they meet the needs of the community efficiently and effectively.	☐ Background in construction management, architecture, engineering, or real estate development. ☐ Ability to manage budgets and financial resources effectively for construction projects.
6	Cable Television Commission:	Regulates and oversees cable television services and providers within the municipality, ensuring quality programming, fair pricing, and adherence to local regulations.	☐ Knowledge of cable television technologies, industry trends, and regulatory issues.

No.	Board	Description	Desired Qualifications
7	Civil Service Commission & Board of Ethics	Manages civil service employment matters, including hiring, promotions, and disciplinary actions, while also upholding ethical standards and promoting integrity in local government.	☐ Experience in law, particularly in employment law or government ethics. ☐ Commitment to upholding high ethical standards and integrity in public service. ☐ Understanding of civil service regulations, hiring practices, and employee relations.
8	Condemnation Board	Deals with properties that are deemed unfit for habitation or use, often due to safety or health hazards, and may oversee their demolition or rehabilitation.	☐ Background in property law, real estate, or land use regulation. ☐ Understanding of property appraisal methods and market valuation principles. ☐ Ability to address property condemnation cases with empathy and sensitivity to affected property owners.
9	Construction Board of Appeals / Maintenance Board	Handles appeals related to building code violations, construction permits, and property maintenance issues, ensuring compliance with local regulations and standards.	☐ Background in construction management, building inspection, architecture, engineering, or related fields. ☐ Ability to impartially review and adjudicate appeals related to building code violations, construction permits, and property maintenance issues.

No.	Board	Description	Desired Qualifications
10	Downtown Development Authority	Focuses on revitalizing and promoting economic growth in the downtown area, often through infrastructure improvements, business incentives, and marketing initiatives.	☐ Background in urban planning, real estate development, or economic development with a focus on downtown revitalization. ☐ Ability to collaborate with local businesses, residents, and stakeholders to identify priorities and implement revitalization initiatives.
11	Economic Development Corporation:	Works to attract new businesses, retain existing ones, and stimulate economic growth through various strategies such as business incentives, workforce development, and infrastructure investments.	☐ Track record in economic development, business attraction, retention, and expansion efforts. ☐ Proficiency in managing economic development budgets, grants, and financing programs. ☐ Capability to develop and execute comprehensive economic development strategies that align with the municipality's goals and priorities.
12	Election Commission	Oversees the administration of local elections, including voter registration, candidate filings, polling place management, and election result certification, ensuring fair and transparent electoral processes.	☐ Understanding of election laws, regulations, and procedures at the local, state, and federal levels. ☐ Ability to coordinate and administer various aspects of the electoral process, including voter registration, candidate filings, and polling place management.

No.	Board	Description	Desired Qualifications
13	Electrical Examining Board	Responsible for licensing and regulating electricians within the municipality, ensuring they meet competency standards and adhere to safety regulations.	☐ Background in electrical engineering, contracting, or inspection. ☐ Understanding of relevant electrical codes, regulations, and standards.
14	Historical Commission	It preserves and promotes the municipality's historical and cultural heritage through activities such as landmark designation, historic site preservation, and educational programs.	☐ Historical Preservation Experience in historical research, preservation, or architectural history. ☐ Ability to engage with the community and advocate for historical preservation efforts.
15	Housing & Redevelopment Board	Addresses housing needs, promotes affordable housing opportunities, and revitalizes blighted or distressed neighborhoods through redevelopment projects and community partnerships.	☐ Background in urban planning, real estate development, or housing policy. ☐ Knowledge of redevelopment strategies, affordable housing programs, and community revitalization initiatives.
16	Library Board	Oversees the operations and policies of the public library system, ensuring access to information, educational resources, and cultural enrichment for all residents.	☐ Experience in library science, information science, or library administration. ☐ Ability to engage with diverse community members and advocate for library services and resources.

No.	Board	Description	Desired Qualifications
17	Local Business Enterprise Advisory Committee	Supports and advocates for local businesses, providing resources, networking opportunities, and policy recommendations to foster entrepreneurship and economic vitality.	☐ Business Development Experience: Track record in business development, entrepreneurship, or small business management. ☐ Knowledge of Local Business Climate: Understanding of the local business environment, economic trends, and challenges facing small businesses.
18	Local Offices Compensation Commission	Responsible for licensing and regulating electricians within the municipality, ensuring they meet competency standards and adhere to safety regulations.	☐ Background in finance, accounting, or compensation management. ☐ Understanding of local government operations.
19	Nankin Transit	It preserves and promotes the municipality's historical and cultural heritage through activities such as landmark designation, historic site preservation, and educational programs.	☐ Background in transportation planning or public transit management. ☐ Community Engagement Skills: Ability to engage with the community to assess transit needs.

No.	Board	Description	Desired Qualifications
20	Parks & Recreation Commission	Oversees the planning, development, and maintenance of parks, recreational facilities, and programs, promoting health, wellness, and community engagement.	☐ Experience in developing and managing recreational programs and facilities. ☐ Understanding of park maintenance, landscaping, and environmental stewardship.
21	Parks & Recreation Youth Commission	Focuses specifically on the recreational needs and interests of youth within the community, organizing programs, events, and initiatives tailored to younger residents.	☐ Background in youth development, education, or community outreach focused on youth. ☐ Knowledge of the recreational and developmental needs of youth within the community.
22	Planning Commission	Guides the long-term growth and development of the municipality through comprehensive planning efforts, zoning regulations, and land use policies that balance economic, environmental, and social considerations.	☒ Background in urban planning, land use planning, or community development. ☐ Understanding of zoning laws, land use policies, and comprehensive planning and policy principles.
23	Police & Fireman Retirement Board of Trustees	Manages retirement benefits and pension funds for police officers and firefighters, ensuring financial security for those who have served the community.	☐ Experience in pension fund management, retirement planning, or financial investment. ☐ Knowledge of police and fire department operations, retirement benefits, and pension regulations.

No.	Board	Description	Desired Qualifications
24	Tax Increment Finance Authority	It preserves and promotes the municipality's historical and cultural heritage through activities such as landmark designation, historic site preservation, and educational programs.	☐ Ability to analyze financial data, assess tax increment financing (TIF) proposals, and evaluate economic development projects. ☐ Background in economic development, real estate finance, or public-private partnerships.
25	Water Review Committee	Oversees water resource management, quality control, and infrastructure planning to ensure reliable and sustainable water supply for residents, businesses, and institutions.	☐ Background in water resource management, hydrology, or environmental science. ☐ Understanding of water quality regulations, infrastructure planning, and water conservation strategies.
26	Zoning & Housing Appeals Board	Reviews appeals and variances related to zoning ordinances, land use regulations, and housing policies, balancing the interests of property owners, developers, and the community.	☐ Experience in property law, land use regulation, or administrative law. ☐ Ability to impartially resolve disputes and appeals related to zoning and housing regulations.



Policy Number	Policy Title	Adopted
24-BC-Appointments	Boards & Commissions Appointment Process	June 11, 2024

1. Purpose & Rationale

This policy outlines the procedures and criteria for appointing individuals to serve on boards and commissions. The objective is to ensure that appointments are made in a transparent, fair, and merit-based manner, promoting diversity, expertise, and community representation.

2. Eligibility

2.1. Applying to a Board or Commission

- Applicants must demonstrate a keen interest in community service and a willingness to actively participate in the respective board or commission activities, including training.
- Individuals interested in serving on a board or commission must complete the [Inkster Board & Commission Application](#) located on the city's website and submit it to the City Clerk.

2.2. Desired Qualifications

- Individuals interested in applying to serve on boards and commissions must be residents of Inkster.
- Some positions may require specific qualifications or expertise as deemed necessary by the nature and objectives of the board or commission.

3. Appointment Process

- Vacancies on boards and commissions shall be publicly advertised through various channels, such as the municipality's website, social media, local newspapers, and community bulletin boards.
- The municipality may interview the candidates to assess their qualifications, experience, and suitability for membership.
- The City Council shall make the final selection based on recommendations or directly, as determined by the municipality's governance structure.

4. Term of Appointment:

- The term of appointment varies depending on the specific board or commission and shall be clearly stated upon appointment.
- All members of boards or commissions whose term is set to expire will need to confirm and/or request reappointment with their Chair and City Clerk. Reappointments are not automatic.

5. Resignation or Removal:

- Members of boards and commissions may resign from their positions by submitting a written resignation to the relevant Chair and/or Clerk.
- Resignations shall become effective upon receipt or at a specified future date as indicated in the resignation letter.
- The municipality reserves the right to remove members from their positions for reasons such as non-attendance, misconduct, or failure to fulfill their duties as outlined in the governing documents of the board or commission.
- Removal procedures shall adhere to applicable municipal laws, regulations, or bylaws, ensuring fairness and due process for the member in question.

6. Calling of Meetings in the Absence of Elected Officers:

- In the absence of elected officers, calling the initial meeting rests with the City Clerk or designated staff member overseeing the board or commissions.
- The City Clerk or designated staff member shall coordinate with the newly appointed members to establish a suitable meeting date, time, and location.

6.1 Community Planning & Development Related Boards

- The Planning Director will collaborate with recently appointed members of the Planning Commission (PC) and Downtown Development Authority (DDA) to determine an appropriate date, time, and venue for their meeting. Similarly, the Special Projects Director will work with newly appointed members of the Zoning Board of Appeals (ZBA) to arrange a suitable date, time, and location for their meeting.

6.2 Initial Meetings & First Order of Business

- At these initial meetings, the first task will be to elect officers, such as a chairperson and vice-chairperson, who will then be responsible for scheduling future meetings. Members should also review relevant orientation materials, bylaws, and training curriculum.

The City of Inkster

Planning & Community Development

Internal Review Policy

INTRODUCTION	At the City of Inkster, we are committed to fostering responsible growth, sustainable development, and a vibrant community for all residents and stakeholders. Our internal review process serves as a cornerstone of our commitment to excellence in governance and decision-making.
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INTERNAL REVIEW TEAM	The internal review team comprises representatives from relevant departments including but not limited to: • Planning and Community Development • Special Projects • Legal Department • Fire Department • Public Works Department
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PRE-APPLICATION MEETING	Pre-Application Meeting	Pre-Application Meeting with the Planning Department is advised; PDF and hard copies are required. The pre-application process typically involves assisting developers, property owners, or individuals interested in undertaking a construction project within our municipality's jurisdiction. The primary goal of the pre- application process is to provide guidance and feedback to applicants before they formally submit their development proposals. The process may include:
	Initial Consult	The process often begins with an initial consultation between the applicant and representatives from the planning department. During this meeting, the applicant can discuss their project concept and objectives. The planning department can provide information on zoning regulations, land use policies, and the overall development process.
	Site Visit	Depending on the nature of the proposed project, the planning department may schedule a site visit to assess the property and its surroundings. This allows planners to understand the site's characteristics, potential constraints, and opportunities.

PRE-APPLICATION MEETING

Review of Relevant Regulations

The planning department will inform the applicant about applicable regulations, such as zoning ordinances, building codes, environmental regulations, and other land use requirements. Understanding these regulations is the proposed project complies with local laws.

Preliminary Feasibility Assessment

Planners may conduct a preliminary feasibility assessment to evaluate whether the proposed project aligns with the municipality's long-term planning goals, community needs, and development priorities. This assessment considers land use compatibility, infrastructure capacity, environmental impacts, and transportation access.

Identification of Potential Issues

The planning department may identify potential issues or challenges associated with the proposed project. This could include concerns related to land use conflicts, traffic congestion, environmental sensitivity, or neighborhood impacts. Identifying these issues early allows the applicant to address them proactively.

Conceptual Design Review

Applicants may present conceptual designs or sketches of their proposed development during the pre-application process. The planning department can provide feedback on the design's compatibility with the surrounding area, architectural guidelines, and urban design principles.

Public Engagement

Depending on the scale and significance of the proposed project, the planning department may encourage public engagement during the pre-application process. This could involve notifying nearby residents, community organizations, or stakeholders about the project and soliciting their input or concerns.

Preparation of Formal Application Materials

After completing the pre-application process and incorporating feedback from the planning department, the applicant can prepare formal application materials for submission.

APPLICATION INTAKE PROCEDURE

Initial Review

Upon receipt of a planning application, the Planning Department will conduct an initial review of the application for completeness and the following steps will be taken:

- ☐ Applicants must scan a stamped copy of the final site plan and provide a digital version to the Planning Department for approval.
- ☐ Were all the application materials included? [Refer to the Site Plan Checklist.](#)
- ☐ If not, incomplete applications with a list of deficiencies will be returned to the applicant.
- ☐ If yes, complete applications will proceed to the file creation.

File Creation

1. Create a permit record for the applicable Site Plan or Special Land Use parcel record.
2. Add applicable transaction fee items and print the invoice to be paid. [See Fee Schedule.](#)
3. Create a new electronic folder in the Planning Commission folder under the appropriate year.
 - ☐ Folders should be labeled by address and applicant name.
 - ☐ Scan or add all application documents and save them to the electronic folder.
4. Place the hard copy application materials {insert location}.

The application will be circulated among relevant departments for review. Each department will assess the application based on its criteria and provide feedback.

Application Routing

1. Forward electronic copies (via email) of the complete application package to the internal review team. Comments for administrative site plan review are due one week after receipt.
2. Review the application package for conformance with the required standards.
3. [Conduct a site visit:](#)
 - ☐ Take pictures of current conditions including trees and landscaping, pedestrian access, building materials and colors, lighting, parking lot configuration and access, signage, and any

APPLICATION INTAKE PROCEDURE

Staff Review

- ☐ current or possible code violations.
- ☐ Identify any missing, incomplete, or inaccurate information.
- ☐ Identify any issues with conformity with City standards.

Initial Feedback to Applicant

4. The Planning Department ensures the consistency of staff comments to the applicant before finalization of the staff report.
5. Any missing, incomplete, or inaccurate information, clarifying questions, or issues with conformance to the zoning ordinance shall be shared with the applicant via email (insert deadline). At that time, the applicant may decide to postpone their application from Planning Commission consideration or to supply additional information.
6. An administrative review document will be prepared for each case that goes before the Planning Commission. The staff report is prepared by the Planning and Community Development Director or assigned staff.

PUBLIC HEARING NOTICES

- All special land use approvals and rezoning applications require public hearings.
- Notices must be published on the city website at least 15 days before the hearing
- Public hearing notices are mailed to all property owners within 300 feet of the subject parcel(s).
- All ZBA requests require public hearings

Planning & ZBA

PLANNING COMMISSION

The Planning Commission must also approve rezoning and planned unit development cases. The following information is provided to the Mayor and Planning Commission Chair via email for placement on the Planning Commission's next agenda:

- Administrative review prepared by the Planning and Community Development Director or assigned staff indicating the recommendation made by the Planning Department regarding the application.
- A copy of the application package.
- A copy of the applicable Planning Commission meeting minutes. (Minutes from the meeting where approval was granted, or a public hearing was held.)
- A copy of the Administrative Review and/ or Planning Consultant's report.

The City of Inkster

Planning & Community Development

Site Review Checklist

This checklist **must** be completed by the site plan professional and submitted with the Site Plan Review Application. The site plan professional will be **required** to initial all items within the checklist as a verification that the Site Plan submission is complete. If an item is omitted from the Site Plan submission, then mark the reasoning in the Notes column. When applicable, the professional may use the Notes column to indicate the page number for site plan requirements.

The following information is categorized into different sections to help optimize the Site Plan submission and allow for an efficient review. The City may require and request other reasonable and relevant information to assist in the review of the proposed development.

GENERAL SITE PLAN REVIEW REQUIREMENTS

Required Item	Applicant Review	Notes	City Review
Name, address, phone number of owner/ lessee and professional who prepared the plans	☐		
Proof of property ownership.	☐		
Seal of registered architect, landscape architect, land surveyor, or civil engineer that prepared the plan	☐		
Name and address of the proposed project	☐		
Scale, north arrow, date of site plan preparation, and date of any revision. Each time the site plan is revised/resubmitted, the revision date must be clearly indicated on the plan.	☐		
Include the following information on the First Page of the Site Plan Submission			
Legal description of the site. The boundaries of the entire parcel shall be indicated in the site plan.	☐		
Location map with a north arrow showing the site in location to major streets, bodies of water, railroad lines, zoning, and environmentally sensitive areas (e.g. wetlands) within a quarter mile.	☐		
Estimated number of full-time and part-time employees and hours of operation.	☐		

SITE PLAN DRAWING- SECTION 155.073 (B) AND (C); 155.074; 155.075; 155.078 (B); 155.079. Below is a table of general site plan standards, however, consult the above zoning code sections for more detail.

Required Item	Applicant Review	Notes	City Review
The site plan drawing should be at a scale of not less than one.	☐		
Dimensions of all lot and property lines, showing the relationship of the subject property to abutting properties	☐		
Surrounding land uses and zoning of properties abutting the site.	☐		
Location of all existing structures within 100 feet of the subject property lines.	☐		
All existing and proposed roadways, drives, parking areas, and pedestrian paths within 100 feet of the subject property	☐		
Criteria to show elements within the proposed site:			
Location of all existing and proposed lot lines, lot dimensions, and property lines.	☐		
Location of all existing and proposed easements.	☐		
Location, height and dimensions of all existing and proposed structures, with its respective uses, number of stories, gross build area, setback lines, distances between structures	☐		
Location and dimensions of existing and proposed sidewalks, drives, pedestrian and bicycle paths, roadways, parking areas and loading/unloading areas. Applicant may request that the loading zone size be reduced to 10' x 35'. Loading areas must be screened from public view.	☐		
Types of surfacing, such as asphalt or concrete paving, turfing, sod, or stone to be used.	☐		
Location of existing vegetation on site.	☐		
Location, height and type of existing and proposed walls and fences including materials and color.	☐		

Location of screened trash storage area (e.g. dumpster) and method of screening.	☐		
Security plan, including security camera locations.	☐		
Note indicating any anticipated changes in terms of dust, odor, smoke, fumes, noise, light, etc.	☐		
Note indicating ancillary improvements proposed to remedy or prevent problems created by the development.	☐		
Assessment of potential impacts from the use, storage, processing, or movement of hazardous materials or chemicals, if applicable.	☐		

ACCESS AND CIRCULATION PLAN - SECTION 155.077/ 155.078. Below is a table of general site plan standards, however, consult the above zoning code sections for more detail.

Required Item	Applicant Review	Notes	City Review
Schedule of parking needs in accordance with Section 155.077 (B) and Section 155.078 (A). Applicants may seek a waiver of Parking requirements.	☐		
Location and dimensions of standard and barrier free parking spaces including signage.	☐		
Dimensions, curve radius and centerlines of existing and proposed access points, roads, and road rights-of-way or access easements.	☐		
Dimensions of acceleration, deceleration, passing and maneuvering lanes.	☐		
Dimensions of parking spaces, islands, circulation aisles and loading zones.	☐		
Proposed fire lanes and fire lane sign	☐		
Proposed signs and pavement markings for traffic control.	☐		

LANDSCAPE PLAN - SECTION 155.073 (D); 155.080. Below is a table of general site plan standards, however, consult the above zoning code sections for more detail.

Required Item	Applicant Review	Notes	City Review
Location of existing and proposed lawns and landscaped areas.	☐		
Location of existing and proposed shrubs, trees, and other live plant material. One street tree shall be planted per every 35 linear feet of right-of-way. One ornamental tree shall be planted for every 75 linear feet of right-of-way.	☐		
Planting list: Include caliper size, height, method of installation, botanical and common name, and quantity.	☐		
Landscape maintenance schedule.	☐		

ELEVATION DRAWINGS - SECTION 155.061; 155.072 (F) AND (G); 155.251. Below is a table of general site plan standards, however, consult the above zoning code sections for more detail.

Required Item	Applicant Review	Notes	City Review
Elevations (front, sides, and rear views) of all sides of the building (including window and door openings)	☐		
Height and setbacks of existing and proposed structures as defined in Section 155.061.	☐		
Types of facing materials and colors to be used on structures, including accessory structures and all buildings. Exterior colors shall be subdued, neutral colors and at least 30% of the ground floor street facade shall be constructed with windows or other transparent material.	☐		
Show the address location of the building and the size of the numbers.	☐		
Show proposed sign location for all buildings and uses on-site, including character, size, letters, symbols, and method of illumination lighting. Please note that a sign application is a separate planning process from the Site Plan Review and must be completed to install signage.	☐		

FLOOR PLAN

Required Item	Applicant Review	Notes	City Review
Elevations (front, sides, and rear views) of all sides of the building (including window and door openings.	☐		

LIGHTING PLAN - SECTION 155.076

Required Item	Applicant Review	Notes	City Review
Location and height of all freestanding, building-mounted and canopy light fixtures on the site tile and building elevations.	☐		
Photometric grid overlaid on the proposed site plan indicating the overall light intensity throughout the site (in foot-candles)	☐		
Fixture specifications including total lumen output, type of lamp and method of shielding.	☐		

UTILITIES AND DRAINAGE PLAN

Required Item	Applicant Review	Notes	City Review
Location and size of existing and proposed storm sewers	☐		
Location and size of existing and proposed sanitary sewers.	☐		
Location of existing and proposed building leads for water and sewer	☐		
Location of existing and proposed water mains, well sites, water meters, water service and fire hydrants	☐		
Location and dimensions of existing and proposed utility and drainage easements.			
Location of existing and proposed gas, electric and telephone lines, above and below ground	☐		
Location of all roof drains	☐		
Location of transponders and utility boxes.	☐		
Show a typical pavement cross section for all proposed paving that includes the approximate thickness of pavement, type of pavement (e.g. concrete hot mix asphalt).	☐		

Storm water management facilities are required for all developments that increase the imperviousness of the existing site. All storm water management facilities shall be designed to the Wayne County Storm Water Management Standards and reviewed and approved by the Wayne County Permits Office. If Imperviousness of the site is increased: • Indicate general location and concept of storm water detention. Detailed detention calculations are not required until final plan approval. • Provide the approximate location of detention inlet pipeline, outlet pipeline and proposed connection to the existing public storm sewer system.	☐		
Note indicating that "the proper" water, storm sewer, and sanitary sewer connections, as applicable, shall be confirmed by the Department of Public Services prior to issuance of any construction or occupancy permits for the proposed new development."	☐		

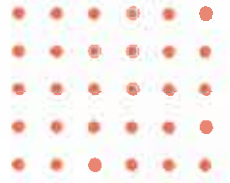
Contact Us

Please contact Carolyn Wilson at 313-563-2820 Ext 1717 to schedule a pre-application meeting. Or email the Planning Director at ddowdell@cityofinkster.com

If you have further questions or require assistance, please contact Derek Dowdell, Planning & Community Development at 313-563-9760. We look forward to assisting you with your proposed projects.

Inkster City Hall

26215 Trowbridge St
Inkster, MI 48141
<https://cityofinkster.com>



2024 PUBLIC PARTICIPATION PLAN

The City of Inkster
Byron Nolen, Mayor



Inkster City Hall
26215 Trowbridge
Inkster, MI 48141
313.563.9770

PURPOSE & SCOPE

01

Outlines the overall goals and objectives of the public participation plan, as well as defining its boundaries and focus areas.

CENTERING THE COMMUNITY

05

This section emphasizes the importance of putting the community at the heart of decision-making processes, ensuring their needs, perspectives, and voices are central throughout.

SHARING POWER

08

Explore strategies and mechanisms to distribute decision-making power more equitably between the community and stakeholders, fostering collaboration and inclusivity.

EVALUATE POLICY IMPLEMENTATION

09

This section discusses methods and criteria for assessing the effectiveness and impact of implemented policies on the community and stakeholders.

CONCLUSION

09

Summarizes key findings and outcomes, reaffirming the commitment to ongoing community engagement and participation.

Public Participation Plan

PURPOSE & SCOPE

This plan offers a structured framework to ensure that public participation is meaningful and inclusive, fostering informed decision-making that aligns with community needs and priorities. The strategies outlined alongside the goals serve as pathways to achieving these objectives and are intentionally broad, with specific steps and action plans developed during the implementation phase. The priorities of this plan, listed in order of presentation, are:

Plan Priorities

MEASURING IMPACT (GOALS)	STRATEGIES
1. Laying the Groundwork	1.1 Form a Core Team 1.2 Create a Road Map & Budget 1.3 Develop a Communication Strategy & Materials
2. Centering the Community	2.1 Listen, Learn, & Gather Stories 2.2 Document Frequently Used Tools 2.3 Facilitate Cross-Sector Collaboration 2.4 Master Plan 2.5 Boards & Commissions
3. Make Data-Driven Decisions	3.1 Organize & Analyse the Data 3.2 Evidence-Based Recommendations 3.3 Public Reporting & Sharing Stories
4. Make Government Accountable	4.1 Sharing Power 4.2 Build Community Trust 4.3 Build Capacity
5. Evaluate Policy Implementation	5.1 Establish Key Performance Indicators (KPIs) 5.2 Continuous Improvement & Strategy Updates

STATE PUBLIC PARTICIPATION POLICY

The City of Inkster is committed to fostering diverse public participation in its planning processes, guided by state statutes and local policies.

MICHIGAN OPEN MEETINGS ACT

Under the Michigan Open Meetings Act (PA 267 of 1976), all meetings of the City of Inkster will be held at the City Hall Council Chambers, located at 26215 Trowbridge, ensuring accessibility for the public.

- **Regular Meetings:** The public will receive notice within 10 days of the first meeting of each calendar or fiscal year. A list stating the dates, times, and locations of all regular meetings will be publicly posted at the principal office of the public body.
- **Schedule Changes:** Any changes to the meeting schedule will be posted within three days of the meeting where the change was decided, indicating the new dates, times, and locations of regular meetings.
- **Special and Irregular Meetings:** Notices for special and irregular meetings will be posted at least 18 hours in advance.
- **Recessed Meetings:** If a regular meeting of a public body is recessed for more than 36 hours, it can only reconvene with an 18-hour advance notice.
- **Emergency Sessions:** Emergency sessions may be held without prior notice or time constraints if public health, safety, or welfare is severely threatened, and two-thirds of the body's members approve.
- **Public Notification:** Citizens can request to be added to a mailing list to receive advance notice of all meetings by contacting the City Clerk's Office at (313)-563-9769.

MICHIGAN PLANNING ENABLING ACT

According to the Michigan Planning Enabling Act (PA 33 of 2008), the following entities will be notified by the planning commission (or legislative body if no planning commission exists) via first-class mail, personal delivery, or electronic mail regarding the intent to plan and requesting cooperation and comments:

- The county where the municipality is located.
- The regional planning commission for the region where the municipality is located.
- If no county planning commission exists, the county planning commission is the county board of commissioners for the county where the municipality is located.

- Each public utility company, railroad company, and public transportation agency owns or operates within the local government's jurisdiction, along with any government entity that registers its name and mailing address for planning commission notifications.
- If the master plan includes a master street plan, the county road commission and the state transportation department.

After submission of the draft master plan to the legislative body for review and approval, it will be distributed to the entities for their review. Before approving the proposed master plan, the planning commission will hold at least one public hearing, scheduled after the comment deadline specified in the act.

MEASURING IMPACT

1.Laying the Groundwork

1.1 Form a Core Team

- **Key Stakeholders:** The City maintains vital partnerships with community groups, boards and commissions, and neighboring governments, essential for our community's growth and prosperity. These organizations include:
 - Inkster Chamber of Commerce
 - Inkster Task Force
 - Commission on Ageing
 - Planning Commission & ZBA
 - Michigan Department of Transportation
 - Michigan Economic Development Corporation
 - South East Michigan Council of Governments
 - Starfish Family Services
 - Wayne Westland-Schools
 - Wayne County¹
 - We Rise Program

¹ **Recommendation:** Establish a dedicated core team comprising stewards who work within the municipality, representing key departments and functions. This team will oversee and coordinate all aspects of the public participation initiative, ensuring diverse perspectives and expertise are integrated into the planning process. For more information on the process of developing a core team, please see **Appendix A**.

1.2 Create a Road Map & Budget

- Develop a comprehensive road map outlining the public participation plan's timeline, milestones, and objectives. Allocate a realistic budget to support outreach efforts, technology infrastructure, and personnel and public training.

1.3 Develop a Communication Strategy & Materials

- The City of Inkster utilizes a blend of traditional and modern tools to inform and engage residents, organizations, and businesses. This approach ensures effective communication, active participation in local governance, and transparency in decision-making processes. The following table outlines a range of tools that can be used:

Communication Tools Table

Tool	Use Description
Website	A central hub for municipal information, including announcements, meeting schedules, documents, and services. https://www.cityofinkster.com/
Social Media	Platforms like Facebook, Twitter, Instagram, etc., for reaching a broad audience, sharing updates, conducting polls/surveys, and interacting with residents. Facebook pages currently include the following: • City of Inkster: City Hall • City of Inkster: Staff • City of Inkster: Dept. of Public Services • City of Inkster: Dozier Recreation Complex
Email Newsletters	Regular emails to subscribers providing updates on meetings, initiatives, project updates, and opportunities for public input.
Public Meetings	In-person or virtual meetings (town halls, forums, workshops) to engage residents directly, gather feedback, and address concerns.
Press Releases & Media	Issuing press releases to local media to inform the public about announcements, policy changes, and community events.
Public Notices	Physical notices in public spaces and publishing in local newspapers to announce meetings, hearings, and important decisions.

Newspaper Posting	Announcements and advertisements in local newspapers to inform the community about upcoming meetings and events.
Code Red System	City of Inkster's emergency notification system for delivering alerts and updates to residents via phone calls, texts, and emails in times of emergencies or urgent situations
Surveys and Feedback Forms	Online tools for residents to provide feedback on projects, policies, services, etc., helping guide decision-making
Community Events and Workshops	Hosting events and workshops to facilitate face-to-face interaction, dialogue, and relationship-building with residents
Collaboration Platforms	Online platforms (e.g., Microsoft Teams, Slack, Google Workspace) for internal communication, project coordination, and information sharing among staff, elected officials, and appointees.
The City of Inkster App	A comprehensive and accessible hub for all civil-related information, fostering transparency, awareness, and active participation.

MEASURING IMPACT

2. Centering the Community

2.1 Listen, Learn, & Gather Stories

- **Community Forums:** Schedule community town halls and forums regularly (e.g., monthly or quarterly) to create consistency and make it easier for residents to participate. This regularity helps build trust and anticipation among community members.
- **Surveys and Feedback Mechanisms:** Implement surveys, online forms, and feedback boxes at community centers and online platforms to gather input from residents.
- **Storytelling Sessions:** Host storytelling events or workshops to encourage residents to share personal narratives and community histories. They create opportunities for individuals to share their voices, celebrate and preserve their histories, and work together towards a more understanding and unified community.

2

² **Storytelling Sessions: Why They Matter:** When people hear each other's stories, they gain a deeper understanding of their neighbors' experiences and backgrounds, leading to increased empathy and a sense of belonging. Funders are often more moved by personal stories and real-life examples than by abstract data or statistics alone. For more information on implementing story telling formats, please see **Appendix B**.

2.2: Document Frequently Used Tools

- **Resource Directory:** Develop and maintain a comprehensive directory of local resources, services, and programs available to residents.
- **Digital Platforms:** Create a user-friendly online portal or app such as Code Red where residents can easily access information about local government services, utilities, emergency contacts, etc.
- **Workshops and Tutorials:** Offer workshops or online tutorials to educate residents on how to utilize available tools and resources effectively.

2.3: Facilitate Cross-Sector Collaboration

- **Partnership Forums:** Host regular meetings or workshops bringing together representatives from government agencies, non-profits, businesses, educational institutions, and community organizations.
- **Joint Initiatives:** Collaborate on joint initiatives such as community events, educational programs, or infrastructure projects that benefit multiple sectors.
- **Resource Sharing:** Establish mechanisms for sharing resources, expertise, and funding opportunities among different sectors.

2.4 Master Plan

- As part of our commitment to shaping a vibrant and thriving community, the City is currently in the process of updating its Master Plan. The Master Plan centers the community by incorporating several key approaches that ensure the needs, values, and aspirations of residents and stakeholders are at the forefront of the planning process.
- The City of Inkster is updating its Master Plan to guide future policies on housing, economic development, and infrastructure, prioritizing input from residents, business owners, and stakeholders to align with community aspirations. We engage the public by encouraging participation through surveys, interactive maps, and community sessions, ensuring input from residents, business owners, and stakeholders shapes Inkster's future. Residents also have the opportunity to participate directly by attending upcoming input sessions at City Hall or National Night Out.

2.5 Boards & Commissions

- Integrating planning-related boards and commissions into the public participation plan strengthens community engagement, transparency, and the effectiveness of planning processes. By fostering collaboration and sharing information, the municipality can ensure that the voices of stakeholders and experts in urban planning contribute to shaping a sustainable and inclusive future for Inkster.

MEASURING IMPACT

3. Make Data-Driven Decisions

By analyzing data, the City of Inkster can identify specific community needs, measure the impact of their initiatives, allocate resources more effectively, and enhance transparency and accountability. This approach not only improves the efficiency of participation efforts but also ensures that they are responsive to the actual needs and preferences of the community, fostering continuous improvement and stronger public trust.

3.1 Organize & Analyze the Data:

- Establish a systematic approach to collecting relevant data, including demographic trends, economic indicators, environmental assessments, and community feedback.
- Utilize data analytics tools to organize and analyze the collected data, identifying key insights and trends that inform planning decisions. Here are some commonly used tools:
 - **Tableau**
 - **Microsoft Power BI**
 - **Google Analytics**

3.2 Evidence-Based Recommendations:

- Develop recommendations based on the analysis of data, ensuring they are grounded in evidence and aligned with community priorities and goals identified through public participation.
- Present findings and recommendations in clear, accessible formats to facilitate understanding and engagement among stakeholders.

3.3 Public Reporting & Sharing Stories:

- Regularly report on the findings from data analysis and planning processes to the public through various channels, such as the city website, social media, and public meetings. Establish a clear timeline for data reporting, such as quarterly or annually.
- Share success stories and case studies that illustrate the impact of data-driven decisions on improving community outcomes, and fostering trust and accountability.³

³ **Reporting in Action: A Sample Success Story:** The City of Inkster utilized air quality testing data to identify pollution hotspots and implement targeted measures, which improved air quality by 18% and increased resident satisfaction with environmental initiatives.

MEASURING IMPACT

4. Sharing Power

4.1: Sharing Power

- Evaluate the establishment and effectiveness of advisory committees or task forces.
- Approval opportunities are allocated to or shared with community partners before final decisions are made.
- Assess the impact of shared power initiatives on policy outcomes and community satisfaction.

4.2 Build Community Trust

- Measure changes in community trust by gathering data and narratives that include self-reported feelings and observations of the public participation process. Here are some sample questions you can ask the public about community trust:

How much do you trust local government representatives and employees to:

- Give you a say in decisions that affect you?
- Resolve problems that affect your community?
- Treat you as an equal?
- Ensure transparency and ethical conduct in their actions?
- Handle public resources responsibly?
- Uphold ethical standards in their work?

4.3: Build Capacity

- Train government officials and residents on Diversity, Equity, and Inclusion (DEI) initiatives and policies to promote understanding and implementation within the community.
- Secure adequate funding to support comprehensive training and capacity-building initiatives including leadership and management, policy development, civic engagement, and technology and data analytics for government officials and community stakeholders.

4

⁴ For a sample survey to collecting community data, please see **Appendix C**.

MEASURING IMPACT

5. Evaluate Policy Implementation

5.1 Establish Key Performance Indicators (KPIs)

Key Performance Indicator (KPI) is a measurable value used to assess the effectiveness and impact of engagement activities and processes. KPIs provide specific metrics that help evaluate how well the public participation efforts are meeting their objectives and goals.

- Develop a set of relevant and measurable KPIs aligned with project goals and objectives.
- Regularly monitor and evaluate KPI performance to assess progress and identify areas needing attention.
- Use KPI data to inform decision-making, prioritize resource allocation, and demonstrate the impact of policies on community outcomes.

Key KPIs might include:

- **Participation Rates:** The number of residents attending meetings, responding to surveys, or engaging in other activities.
- **Timeliness:** How quickly feedback is collected and acted upon.
- **Satisfaction Levels:** The degree of satisfaction expressed by the public regarding the process and outcomes.
- **Impact of Task Forces or Stakeholder Groups:** The effectiveness of task forces or key stakeholder groups in addressing issues, making recommendations, and achieving specific objectives.

5.3: Continuous Improvement & Strategy Updates

- Implement feedback mechanisms and stakeholder consultations to gather input for continuous improvement.
- Track the frequency and scope of policy updates and strategy revisions based on evaluation findings.
- Utilize findings from impact assessments to inform policy adjustments, strategic realignment, and resource allocation based on community needs and feedback.

Conclusion

By centering the community, sharing power through transparent governance practices, and continuously evaluating policy implementation, we aim to ensure that decisions reflect the diverse needs and aspirations of our residents.

Appendix A

A. Form a Core Team

Sample roadmap may include the following activities:

August 2024 – September 2024

Define Objectives and Scope

Establish goals, target audiences, and key components of the public participation plan. Allocate initial funds for planning and staff time.

September 2024

Recruit Core Team

Identify, reach out, and select core team members.

September 2024 – October 2024

Onboard Core Team

Provide orientation, set up initial meetings, and develop a detailed work plan.

October 2024 – November 2024

Develop Budget and Resources

Finalize the Implementation budget, including costs for events, materials, and outreach.

November 2024 – December 2024

Launch Initial Activities

Start awareness campaigns, distribute promotional materials, and conduct initial public meetings or events. Set aside funds for marketing, venue rental, and event logistics.

December 2024 – January 2025

Continued Public Engagement

Continue with public meetings, workshops, and feedback collection.

January 2025 – February 2025

Monitor and Evaluate Progress

Collect and analyze data on participation rates, feedback quality, and effectiveness.

February 2025

Review and Adjust the Plan

Analyze feedback and performance data, and make necessary adjustments to the plan including the budget.

Public Participation Plan Core Team Members

To ensure that the Public Participation Plan reflected the needs of all City of Inkster residents, it is crucial to ground the planning process in research and engage a broad range of organizations and community members including **local government officials, community leaders, business leaders, educational institutions, public health and safety experts, environmental and planning professionals, residents with lived experience, and technical and data specialists**. To enhance the effectiveness and efficiency of your core team, it is advisable to keep the team size to a manageable number of stakeholders. This approach will facilitate clearer communication, streamline decision-making, and foster greater cohesion among members.

The following table offers an example of potential stakeholders for a core team in a public participation plan, featuring fictional names to illustrate possible roles. This sample may not include every relevant stakeholder from the categories listed above

Table 1. INKSTER STRATEGIC PLANNING MEMBERS

Alex Johnson	Councilmember, District 1
Jordan Lee	Social Media Administrator, City of Inkster
Taylor Smith	Community Planning & Development Director
Morgan Brown	Marketing Specialist & Consultant
Riley Green	Police & Fire Representative
Avery Davis	Data Analyst
Jamie Wilson	Resident and Community Volunteer

Table 1. INKSTER STRATEGIC PLANNING MEMBERS (Blank Table)

Appendix B

B. Story Telling Sessions

Here is a list of storytelling session formats that can be effectively implemented to collect data from residents as part of a public participation plan:

1. Community Story Circles

- **Description:** Small, informal groups where residents share personal stories and experiences related to the topic. Facilitated discussions help draw out common themes and insights.
- **Setting:** Community centers, local libraries, or online platforms.

2. Thematic Workshops

- **Description:** Sessions focused on specific themes or issues where participants tell stories and discuss their experiences related to the theme. Workshops may include activities or prompts to guide storytelling.
- **Setting:** Conference rooms, school auditoriums, or virtual meeting rooms.

3. Public Hearings

- **Description:** Formal meetings where residents present their stories and testimonies to a panel or audience. Public hearings can be structured with time limits for each speaker and opportunities for questions and discussion.
- **Setting:** City council chambers, town halls, or online streaming platforms.

4. Focus Groups

- **Description:** Facilitated group discussions with a small number of residents, encouraging detailed storytelling and dialogue about their experiences and perceptions on specific topics.
- **Setting:** Meeting rooms or virtual conferencing tools.

5. Interactive Surveys

- **Description:** Surveys that include open-ended questions allowing residents to share stories and detailed feedback. These can be enhanced with multimedia options, such as video or audio submissions.
- **Setting:** Online survey platforms or in-person survey stations.

6. Story Mapping

- **Description:** Participants create visual maps to tell their stories about their experiences with specific locations or community features. This can be done through drawing or using digital mapping tools.
- **Setting:** Community workshops or online mapping tools.

Appendix C

C. Community Trust Survey

Thank you for participating in our survey. Your responses will help us understand community trust levels and identify areas for improvement. Your feedback is invaluable in shaping our public participation plan and implementing key strategies.

Section 1: General Perceptions

- **How would you rate the overall trust within our community?**
 - Very High
 - High
 - Moderate
 - Low
 - Very Low
- **How confident are you in the ability of local government officials to make decisions in the best interest of the community?**
 - Very Confident
 - Somewhat Confident
 - Neutral
 - Somewhat Unconfident
 - Very Unconfident
- **Do you feel that local government and community organizations:**
 - **Give you a say in decisions that affect you?**
 - Strongly Agree
 - Agree
 - Neutral
 - Disagree
 - Strongly Disagree
 - **Resolve problems that affect your community?**
 - Strongly Agree
 - Agree
 - Neutral
 - Disagree
 - Strongly Disagree

- **Treat you as an equal?**
 - Strongly Agree
 - Agree
 - Neutral
 - Disagree
 - Strongly Disagree
- **Ensure transparency and ethical conduct in their actions?**
 - Strongly Agree
 - Agree
 - Neutral
 - Disagree
 - Strongly Disagree
- **Handle public resources responsibly?**
 - Strongly Agree
 - Agree
 - Neutral
 - Disagree
 - Strongly Disagree
- **Uphold ethical standards in their work?**
 - Strongly Agree
 - Agree
 - Neutral
 - Disagree
 - Strongly Disagree
- **Do you believe that City Council members use public participation as a legitimate way to vote on important issues?**
 - Strongly Agree
 - Agree
 - Neutral
 - Disagree
 - Strongly Disagree

Section 2: Community Engagement

4. **How frequently do you feel your input is sought and valued by local government and community organizations?**
 - Very Frequently
 - Frequently
 - Occasionally
 - Rarely
 - Never
5. **How satisfied are you with how community organizations and local government communicate with residents?**
 - Very Satisfied
 - Satisfied
 - Neutral
 - Unsatisfied
 - Very Unsatisfied
6. **Do you feel that community engagement efforts effectively address the concerns and needs of diverse groups within the community?**
 - Strongly Agree
 - Agree
 - Neutral
 - Disagree
 - Strongly Disagree

Section 3: Personal Experiences

7. **Can you share a recent experience where you felt that your concerns were either well-addressed or poorly handled by local authorities?**
(Open-ended response)
8. **What improvements would you like to see in how local government and community organizations build and maintain trust with residents?**
(Open-ended response)
9. **Are there specific community events or activities that you believe effectively build trust and engagement? Please provide examples.**
(Open-ended response)

Section 4: Demographic Information (Optional)

10. Which of the following best describes your role in the community?

- ☐ Resident
- ☐ Business Owner
- ☐ Community Leader
- ☐ Local Government Official
- ☐ Other (please specify)

11. How long have you lived or been involved in the community?

- ☐ Less than 1 year
- ☐ 1-3 years
- ☐ 4-7 years
- ☐ 8-15 years
- ☐ More than 15 years

12. Please indicate your age group:

- ☐ Under 18
- ☐ 18-24
- ☐ 25-34
- ☐ 35-44
- ☐ 45-54
- ☐ 55-64
- ☐ 65 and over

Thank you for your participation! Your feedback is crucial in helping us build a more connected and trustworthy community.



DEVELOPMENT TRAINING STRATEGY

THE CITY OF INKSTER
26215 TROWBRIDGE
INKSTER, MI 48141

MAYOR
Byron Nolen

UPDATED
May 2024

Introduction

The City of Inkster encourages ongoing training for staff, elected officials, and appointed officials charged with making development-related decisions for the community. The City of Inkster is engaged with the Michigan Economic Development Corporation’s (MEDC) Redevelopment Ready Communities (RRC) program, and since that time, the city has made steady progress towards meeting unaligned and annual RRC Best Practices. The City continues to work towards establishing an effective and useful method of keeping local officials up to date on critical development concepts.

Training Plan Overview

The goal of this training plan is to enhance the knowledge and skills of staff and board members involved in development-related decision-making processes within the City of Inkster. By providing ongoing education and training opportunities, we aim to foster a more productive, collaborative, and informed decision-making environment. **Target Audience**

Staff and board members of development decision-making bodies within the City of Inkster, including but not limited to the City Council, Planning Commission, Zoning Board of Appeals, Inkster Housing Commission, and Library Commission.

This guide is not meant to be an exhaustive list of training opportunities available, but to be used to encourage continuing education and explore potential opportunities related but not limited to the following goals:

Training Goals	
Goal One	Enhance board and commission knowledge for enhanced community outcomes, with a focus on Diversity, Equity, and Inclusion (DEI) principles, ensuring that decision-making processes are informed by a deep understanding of the diverse needs and perspectives within the community.
Goal Two	Integrate technology-driven training initiatives to enhance accessibility and engagement among staff and officials, thereby promoting continuous learning and innovation in development practices.
Goal Three	Align training programs with specific community development priorities and initiatives, such as economic revitalization projects or affordable housing initiatives, to ensure that educational efforts directly contribute to local goals and needs.
Goal Four	Implement a structured training schedule that ensures each board and commission meets or exceeds the established annual training hours, fostering a culture of ongoing learning and professional development within the City of Inkster's development decision-making bodies.

Types of Training

Webinars

Many of our training partners and organizations offer online resources and presentations on relevant development and land-use topics. Webinars allow individuals to save time, money and the need to travel. It also provides an added element of convenience and flexibility to suit trainees' schedules.

On-Site Training Workshops

On-site workshops allow for training opportunities to be brought to Inkster City Hall. It is more convenient and often more cost-effective for large groups rather than traveling to an off-site conference. On-site workshops also allow for collaboration between boards and commissions and potentially with other communities.

Off-Site Conferences and Workshops

Off-site conferences and workshops are available across Michigan and the nation and allow for a wide variety of training opportunities. Conferences provide an excellent networking opportunity on top of the educational benefit.

Article Discussions

Staff may present articles of interest and relevance to boards and commission members which may facilitate general group education and discussion.

Training Resources

The following organizations offer relevant training, workshops and conferences which may be available to Inkster's development related boards, commission members and staff members.

Training Resources

The following organizations offer relevant training, workshops and conferences which may be available to Inkster's development related boards, commission members and staff members:

Michigan Municipal League	Community Economic Development Association of Michigan
Michigan Association of Planning	Southeast Michigan Council of Governments
American Planning Association	US Economic Development Administration
Michigan State University Extension	National League of Cities
Michigan Municipal Risk Management Authority	Urban Land Institute
Michigan Economic Developers Association	AARP Livable Communities
Michigan Economic Development Corporation	SEMCA

Annual Joint Training, Meeting, or Workshop

To enhance communication and collaboration among development-related boards and commissions, the city will uphold the tradition of hosting at least one annual joint training or meeting event centered on a topic of mutual interest for officials. These gatherings may take the form of traditional formal meetings or adopt a more informal and collaborative approach. Alternatively, they could involve hands-on workshops conducted within the community. Scheduling these events well in advance each year ensures compliance with proper notice requirements and allows for effective planning and participation.

Based on Master Plan Public Engagement Activities and recommendations from the Michigan Municipal League (MML), the RRC Liaison recommends at least one of the following joint training meetings for 2024:

Activity	Key Stakeholders	Date	Objectives
Draft Master Plan Review with Planning Commission	• Planning Commission • Zoning Board of Appeals • City Council • Public Mtg Attendees	11/25/24	• Community Vision • Zoning Updates • Budget • Implementation
Capital Improvements Plan	• Planning Commission • Zoning Board of Appeals • Public Mtg Attendees MAP recommends that two planning commissioners and one elected official be involved in the development of the CIP from start to finish.	12/9/24	• Development Activity • Priority Sites • Budget

Training Assessment & Tracking

Upon appointment, elected officials and/or board members will receive orientation materials along with suggested training to help identify their expertise and training needs. Mid-year and end-of-year assessments will allow for goal setting and evaluation. The RRC Liaison will encourage stakeholders to participate in ongoing training provided by the RRC program and other relevant sources as appropriate, with documentation and tracking of their progress throughout the year. Feedback will be collected to assess the effectiveness of the training program and make necessary adjustments to goals and strategies.

Training Reminders

City Staff will include a standing agenda item on all development related boards and commission agendas which will serve as an opportunity to share potential resources and upcoming training to appointed boards and commission members.

Post Training Communication

After completing training sessions, city staff, boards, and commission members are requested to share training outcomes and information to the other members of the respective board or commission. This sharing can occur through email or verbal reports during the subsequent board or commission meeting following the training date.

Funding

Some Boards and Commissions have a dedicated line item within their individual budgets dedicated to conferences, seminars and training. For members of development related boards or commissions without a dedicated training budget, boards & commissions, city staff and the administration will coordinate free and low-cost opportunities.

Training Strategies 2024-2025

By implementing these training strategies, the Planning Commission, ZBA, and City Council can enhance their knowledge, skills, and effectiveness in guiding development decisions and serving the community's needs.

Planning Commission

- **Environmental Planning and Sustainability:** Introduce training on environmental planning, sustainable development, and resilience planning. Explore strategies for integrating environmental considerations into land use decisions and promoting sustainable growth.
- **Technology and GIS Training:** Provide hands-on training in GIS mapping, data analysis, and visualization tools to improve decision-making and communication.

Zoning Board of Appeals

- **Legal Updates and Case Studies:** Provide training sessions focused on recent legal updates relevant to land use planning, zoning regulations, and development decisions. Incorporate case studies to illustrate how legal principles are applied in real-world scenarios.
- **Technology and GIS Training:** Provide hands-on training in GIS mapping, data analysis, and visualization tools to improve decision-making and communication.

City Council

- **Community Engagement Techniques:** Conduct workshops on effective methods for engaging communities, including soliciting public input, facilitating discussions, and integrating feedback into decision-making.
- **Technology and GIS Training:** Provide hands-on training in GIS mapping, data analysis, and visualization tools to improve decision-making and communication.

September 3, 2024

Regular City Council Meeting – 7:00 PM

The regular meeting of the Council of the City of Inkster, Wayne County, was held on September 3, 2024, in compliance with the Open Meetings Act.

Prior to the Regular Council Meeting: City Council members discussed: The Agenda.

Call Meeting to Order

Mayor Byron Nolen called the meeting to order at 7:40pm

Prayer

Prayer was led by Pastor Velma Overman

Pledge of Allegiance

City Council and the public in attendance pledged allegiance to the flag of the United States of America.

Roll Call

Mayor Nolen	Present (Inkster, MI.)
Mayor Pro-Tem Chisholm	Present (Inkster, MI.)
Councilwoman Rutledge	Present (Inkster, MI.)
Councilman Bishop, II	Present (Inkster, MI.)
Councilwoman Scott	Excused (Inkster, MI.)
Councilwoman Howard	Present (Inkster, MI)
Councilman Richardson	Present (Inkster, MI)

Approval of Agenda

**Moved by Councilwoman Rutledge, Seconded by Councilwoman Richardson
to approve the agenda 09-03-24**

**removal of "Item C" Consider approval to purchase one (1) vacant parcel (Case #LD24-38)
The parcel is located on the west side of Inkster Rd between Michigan and Chestnut Ave.
Parcel ID: 44010990001000 for \$360,500.00**

**Resolution 09-24-215GH - Motion carried.
Councilwoman Scott-Excused**

Presentations/Discussion:

T-Squared Tutoring-Rozella Townsend-Free monthly tutoring for middle and high school student

Public Hearings

None

Consent Agenda

Approval of 19, 2024 Monthly Meeting Minutes

Moved by Councilwoman Howard, Seconded by Mayor Pro Tem Chisholm
Resolution 09-24-216GH - Motion carried.
Councilwoman Scott-Excused

Boards and Commission

None

Previous Business

NA

Ordinance(s)

NA

New Business

- A. Discussion/Action:** (Derek Dowdell, Community Development Director) approval to purchase one (1) vacant parcel (Case #LD24-39) the parcel is located on the east side of Bayhan between Princeton and Carlisle. Parcel ID: 44022011008000 in the amount of \$1,500.00 (see attached Wayne County Records)
Moved by Councilwoman Rutledge and Seconded by Councilman Bishop-motion carried
Resolution #09-24-217GH
Councilwoman Scott-Excused
- B. Discussion/Action** (Georgina Holliday, City Clerk) Consider approval of the Annual Senior Cookout (Commission on Aging). Place: Tyrone Wheatley Park, Date: September 20, 2024 Time: 11:30am-2:30pm
Moved by Mayor Pro Tem Chisholm and Seconded by Councilwoman Rutledge-motion carried
Resolution #09-24-218GH
Councilwoman Scott-Excused
- C. Discussion/Action –** (Derek Dowdell, Community Development Director) Consider approval to purchase one (1) vacant parcel (Case # LD24-40) The parcel is located on the north side of Norfolk between Princess and John Daly Street. Parcel ID: 44022010755000 for \$1500 Please see attached (Wayne County Public Records).
Moved by Councilwoman Rutledge and Seconded by Mayor Pro Tem Chisholm-motion carried
Resolution #09-24-219GH
Councilwoman Scott-Excused
- D. Discussion/Action:** (Derek Dowdell, Community Development Director) Consider approval to purchase one (1) vacant parcel (Case #LD24-41) The parcel is located on

the south side of Lehigh Street between Meadowdale Street and Beech Daly Street
Parcel ID: 44024020410000 for \$1500 Please see attached (Wayne County Public
Records).

**Moved by Councilman Bishop and Seconded by Councilwoman Richardson-motion
carried**

Resolution # 09-24-220GH

Councilwoman Scott-Excused

- E. Discussion/Action:** (Derek Dowdell, Community Development Director) Consider approval to purchase one (1) vacant parcel (Case #LD24-42) The parcel is located on the south side of Kean Street between Princess Street and John Daly Street. Parcel ID: 44020020048000 for \$1500 Please see attached (Wayne County Public Records).
Moved by Councilwoman Howard and Seconded by Councilman Bishop-motion carried
Resolution #09-24-221GH
Councilwoman Scott-Excused

- F. Discussion/Action :** (Sharde Crutchfield, Special Projects Director) Consider approval to implement a new social media policy. This is to ensure the use of social media in an official City capacity is carried out in a manner that is consistent with the current local, state and federal laws.

**Moved by Mayor Pro Tem Chisholm and Seconded by Councilwoman Rutledge-motion
carried**

Resolution # 09-24-222GH

Councilwoman Scott-Excused

- G. Discussion/Action:** (Jerome Bivins, DPS Director) Consider approval to adopt Ordinance to amend the Bond Authorizing Ordinance previously adopted relative to the Clean Water State Revolving Fund Program.

Moved by Councilwoman Howard and Seconded by Councilman Bishop-motion carried

Resolution #09-24-223GH

Councilwoman Scott-Excused

- H. Discussion/Action: Closed Session-Consider approval of recommendation for outside council to resolve matter and authorize Mayor to have authorization for settlement agreement.**

**Moved by Councilwoman Richardson and Seconded by Councilman Bishop-motion
carried**

Resolution #09-24-224GH

Councilwoman Scott-Excused

Public Participation

- ❖ **Director Lisa B-Upcoming Events Friday 9/13 Memorial Luncheon for Fallen Officers, Group Home Summit at Dozier Rec September 19th**
- ❖ **April K. Garrett-Weslyn A. Bennett Foundation Kids and Cooking- Saturday September 21 12-2 at Leanna Hicks Library Mascot Fannie will be there and Wayne Metro w/a table to assist residents**

- ❖ **Urenia Ricks-Johnson-AKA Voter Engagement-9/19 Hosting a candidate Forum, Invited Wayne County elected officials**
- ❖ **Valerie Dennard-question about DTE services in the neighborhood, fallen branches and debris**
- ❖ **Doris Moton-Spruill-dead trees fallen, and branches is a hazard, speed bumps on Burt Lane**
- ❖ **Barbara Cooper-Goodfellows Cardboard City Annual Picnic September 14th at Inkster Park. Donations to help with next year Goodfellows Pancake Breakfast October 19th \$15**
- ❖ **Jennifer Rachal-What are we going to do about Harrison St repair**
- ❖ **Pastor Jean Overman-Thank You all who attended the Ted Ellis Art Show**
- ❖ **Peggy Bishop-Lucas-Inkster Chambers 60th Birthday Party Saturday November 2nd at the Bliss Event Center contact her for tickets or Chambers 734-732-1922**

City Clerk

Continuing to work on preparing for Early Voting and information will be posted soon.

City Treasurer

Migrating to BS&A accounting system Thursday and Friday, treasury will be closed both days

Mayor and Council

- **Councilwoman Richardson** – 2 things-Addressed Mr. Bivins regarding sidewalk program and complaints about water bills, sewage rate is high.
- **Councilwoman Scott** – Excused
- **Mayor Pro-Tem Chisholm**-Early Voting Dates, the Clerk spoke on it, DTE outage and a multitude of Back-to-School Drives want to know if we can come together collectively to have one big one.
- **Councilwoman Rutledge** – No comment
- **Mayor Nolen** -Attended the Democratic meeting in Chicago, met with other Mayors and met with Slotkin
- **Councilwoman Howard**- Great time and Art Show with Operation Refuge bought 2 paintings
- **Councilman Bishop**-No comment

Closed Session

Moved by Mayor Pro Tem Chisholm Seconded by Councilwoman Rutledge to go into closed session at 7:01pm

Moved by Councilwoman Rutledge and Seconded by Councilman Bishop to come out of closed session @ 7:38pm

Adjournment

There being no further business to come before Council, on a motion duly made.

by Councilwoman Howard, Seconded by Councilman Bishop and carried, to conclude

the Regular City Council meeting of Monday, Tuesday September 3, 2024 @ 8:30p

CITY OF INKSTER Boards & Commissions

[Made Operative by State Law, City of Inkster Charter Provision or City Of Inkster Ordinance]

AGING COMMISSION

[MEETINGS: Third Friday of each month at 1:00 p.m., Twin Towers Activity Room]

2 Year Term

11 Members

Ordinances: 414,457 & 508

Sabrina Lawrence, Director

Tenure

- (Ex-Officio Member)

Rochelle Wells

Exp. 05/06/26

Rosie Allen Thompson

Exp. 09/21/24

Ruth E. Williams

Exp. 04/09/26

Tim Williams

Exp. 12/04/25

Antonio Edmonds

Exp. 05/10/26

Gabe Henderson

Exp. 07/30/24

Jean Liddell

Exp. 07/06/24

Debra Owens

Exp. 07/30/24

Chuck Coleman

Exp. 07/30/24

BOARD OF REVIEW

[MEETINGS: March, July, and December]

Annual Appointment

3 Members

Charter Provision and State Law

WCA Assessing

Clerk of the Board – Non-Voting

William Miller

Exp. 03/08/25

Lenoria Warmack

Exp. 03/08/25

Ned Sanders (Alternate)

Exp. 03/08/25

Peggy Bishop

Exp. 03/08/25

BEAUTIFICATION COMMITTEE

[MEETINGS: Second Monday of each month @ 6:00 p.m., Recreation Center]

2 Year Term

Vacant

Vacant

Gabe Henderson

Exp. 03/15/25

Vacant

Vacant

Lenoria Warmack

Exp. 10/31/24

Dennard Shaw

Exp. 04/29/26

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Christine Day

Exp. 08/30/24

Bernice Skeen

Exp. 08/30/24

LeWanna Abney-Mitchell

Exp. 07/27/24

Rory Malley

Exp. 07/01/25

Vacant

Vacant

BUILDING AUTHORITY COMMISSION - INACTIVE

[MEETINGS: Second Monday in January]

3 Year Term

5 Members

State Law and Resolution 74-1-39

CABLE TELEVISION COMMISSION

[MEETINGS: Second Tuesday of each month at 6:00 p.m., Recreation Center]

3 Year Term

9 Members

Ordinances 593 and 609

Ex. Officio

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

(Mayoral)

Vacant

(At-Large)

Vacant

CIVIL SERVICE COMMISSION AND BOARD OF ETHICS

[MEETINGS: Monthly]

3 Year Term

3 Members

Ordinances 237 & 559

Vacant

Vacant - (Employee Representative)

Vacant (Commission Appointment)

CONDEMNATION BOARD

[MEETINGS: AS NEEDED]

5 Members

Ordinance 150.140 thru 150.145

Vacant (Building Contractor)

Exp. Tenure

Carolyn Wilson

Vacant (General Member)

Vacant (Contractor)

Vacant (Engineer)

Vacant (Alternate)

CONSTRUCTION BOARD OF APPEALS/PROPERTY MAINTENANCE BOARD

[MEETINGS: As required]

3 Year Term

3 Members

Ordinance

Vacant Inspector

Exp. Tenure

Vacant

Vacant

Vacant

Vacant

Vacant

±

DOWNTOWN DEVELOPMENT AUTHORITY

[MEETINGS: Third Tuesday of each month, 6:00 p.m. City Hall Council Chambers]

4 Year Term	12 Members	State Law and Ordinances 687 and 741
Ashley Williams		Exp. 03/13/28
Antonio Edmonds		Exp. 05/10/28
Ava Lindsey		Exp. 06/03/28
Gina Allen		Exp. 06/13/28
Sonya Jennings		Exp. 06/13/28
Randa Davis		Exp. 06/13/28
James A. Eberheart, Jr		Exp. 08/12/28
Rerhi Onomake		Exp. 06/01/27

Vacant

Vacant

Vacant

Vacant

ECONOMIC DEVELOPMENT CORPORATION (BOARD OF DIRECTORS)

[MEETINGS: Second Thursday each month, held in the Conference Room, City Hall]

6 Year Term	11 Members	State Law and Ordinances 517 and 570
Vacant		
Octavia Smith		Exp. 10/21/25
Angela Dotson		Exp. 10/21/25

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

ELECTRICAL EXAMINING BOARD-INACTIVE

Indefinite Terms	4 Members	State Law and Ordinance 616
Walter Bays (Elec. Cont.)		
Andrew Hughes (Adm. Official)		
Carlton Trouteaud (Rep. of Detroit Edison)		

ELECTION COMMISSION

[Per the City Charter; Chapter 4; Section 4.1]

4 Year Term	
Council Member (most votes)	Kim Howard
City Attorney-Todd Perkins	Tenure
City Clerk-Georgina Holliday	Tenure
Juan Bradford	12/27
Ruth E. Williams	12/28

GRANT WRITING COMMITTEE

Meetings to be held at City Hall-Resolution #04-24-99GH

City Liaison	Tenure
Councilwoman Scott	Tenure
Councilwoman Rutledge	Tenure
Ashley Williams	3 year
Resident	3 year
Resident	3 year

HOUSING AND REDEVELOPMENT

[MEETINGS: Third Tuesday of each month at 6:30 p.m., 4500 Inkster Road]

5 Year Term	5 Members	State Law and Ordinance 99
Will Miller		Exp. 02/25
Mable Stroman, Treasurer		Exp. 03/27
Evonne Moore, Vice Chair		Exp. 09/26 (Resident Housing)
Victor Wheeler, Member		Exp. 05/24
James Thomas		Exp. 01/27
Gregory Gillette		Exp. 08/27

INKSTER HISTORICAL COMMISSION

[MEETINGS: Third Saturday of each month at 10:30a.m. Library Study Room]

2 Year Term	7 Members	State Law and Ordinance 196
Vacant	Dist. 1	
Vacant	Dist. 2	
Ruth E. Williams	Dist. 3	Exp. 02/06/25
Vacant	Dist. 4	
Vacant	Dist. 5	
Jean Liddell	Dist. 6	Exp. 03/19/26
Vacant		

LIBRARY BOARD COMMITTEE

[MEETINGS: Third Thursday each month, held in the Study Room, Inkster Library.]

4-Year Term - Elected / 6 Members.

Akindele Akinyemi, President	Exp. 2028
Dr. Heaster Shoats, Vice President	Exp. 2028
Dr. Louise Edje, Secretary	Exp. 2028
Sharon Tate, Director	Exp. 2028
Carolyn Wilson, Director	Exp. 2028
Ruth E. Williams	Exp. 2028

LOCAL BUSINESS ENTERPRISE ADVISORY COMMITTEE

[MEETINGS: Third Tuesday of every month at 6:30 P.M., Inkster City Hall]

2 Year Term	7 Members	Ordinance: 603
Vacant	Dist 1	
Vacant	Dist. 2	
Vacant	Dist. 3	
Vacant	Dist. 4	
Vacant	Dist. 5	
Vacant	Dist. 6	
Vacant	Mayoral	

LOCAL OFFICERS COMPENSATION COMMISSION

[MEETINGS: Minimum of One Meeting Each Odd-Numbered Year.]

7 Year Term	7 Members	State Law and Ordinance 409
Aaron Sims		Exp. 04/05/2031
Connie Mitchell		Exp. 04/04/2031
Tavan Hall		Exp. 04/08/2031
Will Miller		Exp. 04/05/2031

Dai-Jaya Rose
Courtney Owens
Vacant

Exp. 05/10/2031
Exp. 12/16/2026

PARKS AND RECREATION COMMISSION

[MEETINGS: First Tuesday of each month at 7:30 P.M., Recreation Complex]

2 Year Term	9 Members	Ordinances: 493 & 551
Walter Johnson	Dist. 1	Exp. 03/01/2025
Shirley Hankerson	Dist. 2	Exp. 06/30/2025
Khalidah Muhammad	Dist. 3	Exp. 04/05/2025
Angeline Lawrence	Dist. 4	Exp. 08/13/2026
Vacant	Dist. 5	
Rory S. Malley	Dist. 6	Exp. 09/01/2025
Ashwanna Butts	Mayoral	Exp. 03/13/2026
S. Anthony Dooley	Mayoral	Exp. 05/10/2026
Judy Street	Council	Exp. 12/18/2025

PARKS AND RECREATION YOUTH COMMISSION

2 Year Term 6 Members

Vacant	Dist. 1
Vacant	Dist. 2
Vacant	Dist. 3
Vacant	Dist. 4
Vacant	Dist. 5
Vacant	Dist. 6
Vacant	Mayoral

PLANNING COMMISSION

[MEETINGS: Fourth Monday of each month at 6:00 p.m., City Council Chambers]

3 Year Term	9 Members	State Law and Ordinance 33
Byron H. Nolen (Mayor)		Tenure
Darryl Davis (City Appointee)		Exp. 12/19/26
Tonia Williams, (Vice Chair)		Exp. 12/19/26
Mack Willis		Exp. 12/19/26
Ashley Williams, (Recording Secretary)		Exp. 12/19/26
Norma McDaniel		Exp. 12/19/26
Steven Chisholm (Chair)		Exp. 12/19/26
Sheryl Hayes-Bradford		Exp. 09/30/25
Tavan Hall		Exp. 08/30/25

POLICE AND FIREMAN RETIREMENT SYSTEM BOARD OF TRUSTEES

[MEETINGS: First Thursday of each month at 1:00 p.m., TIFA Room]

2 Year Term	5 Members	Charter
Juan Bradford	Mayoral	Exp. 07/26/26
Corey Snyder	Police Rep	Exp. 03/18/26
Jason Kay	Fire Rep	Exp. 03/18/26
Vacant	(City Council Rep)	
Velma Overman	Board of Trustee Rep	

WATER REVIEW COMMITTEE- INACTIVE

[MEETINGS: Scheduled by Chairman Marcus Hendricks, City Hall TIFA Room]

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

ZONING BOARD OF APPEALS (ZBA)

[MEETINGS: First Thursday of each month at 6:00 P.M., City Council Chambers]

3 Year Term	7 Members	State Law and Ordinance 277
Norma McDaniel	Dist. 1	Exp. 03/21/27
Ruth E. Williams	Dist. 2	Exp. 03/28/27
Ava Lindsey	Dist. 3	Exp. 06/03/27
Kimberely Johnson	Dist. 4	Exp. 03/21/27
Vanola Williams	Dist. 5	Exp. 03/21/27
Rebecca Daniels	Dist. 6	Exp. 03/19/27
Patrice Patton (At-Large)		Exp. 03/21/27

Nankin Transit

[Meetings: Third Thursday of each month at 5:45 p.m., Nankin Transit [Jefferson Barns Community CTR. 32150 Dorsey Westland, MI. 48186]

Byron Nolen, Mayor - ~~Tenure~~

Barbara Cooper-Mayor Appointee

2015 Community Development Block Grant Advisory Council (CDBG)

[Meetings: Dates and times are quarterly, and locations are various]

Council Appointee

(Alternate)

COMMITTEES FORMED BY COUNCIL RESOLUTIONS

III

TAX INCREMENT FINANCE AUTHORITY

[MEETINGS: Second Thursday of each month at 6:30 P.M., City Hall Council]

6 Year Term	13 Members	Resolution 85-8-331
Byron Nolen		Tenure
Kim Howard		Exp.09/08/26

Vacant

Vacant

Vacant

Vacant

Vacant

Kevin Harrington	Exp. 04/19/27
Kenfentse Mandisa	Exp. 04/19/27
Charmaine Kennedy	Exp. 03/05/27
Jean Overman	Exp. 03/05/27
Vijay Viruppanavar	Exp. 03/05/27
Yolanda Lockett	Exp. 09/08/26

BROWNFIELD REDEVELOPMENT AUTHORITY

[MEETINGS: Second Tuesday of each month at 5:00 P.M., City Hall Council Chambers]

Terms 1, 2 and 3 years Up to 9 members

Resolution 02-9-458

Vacant	City Council Representative	Tenure
	Treasurer	Tenure
Vacant	Community	Tenure
Vacant		
Vacant		

NOTES:

____ Vacancies and/or Expired terms

*Has not taken the oath.

REQUEST FOR COUNCIL ACTION

To: Byron Nolen, Mayor

Date: September 10, 2024

From: Derek Dowdell

Community Development Director

Date for Council Consideration: September 16, 2024

ACTION REQUESTED: Consider approval to purchase one (1) vacant parcel (Case#LD24-43) The parcel is located on the South side of Woodbine Drive between Beech Daly and John Daly Rd., **PARCEL ID: 44019012070000** for \$1,000.00. Please see the attached (Wayne County Public Records)

Current Action ☒ Emergency ☐ Future ☐

Funds Budgeted: If Yes ☒ Account # 101-727-673-130 No ☐ N/A ☐

Mayor's Approval Byron Nolen

BACKGROUND INFORMATION

Xavier and Kelli Bennett has made an application to purchase (Case #LD24-43) one (1) Vacant Parcel located on the South side of Woodbine Drive between Beech Daly and John Daly Rd., which is legally described as 19E2070 LOT 2070 WESTWOOD HILLS SUB NO. 4 T1S R10E L60 P48 WCR (PARCEL ID 44019012070000) in the amount of \$ 1,000.00.

Xavier and Kelli Bennett would like to purchase the land to add value to their home (25849 Woodbine Dr.) adjacent to the land and possibly use it for family gatherings. The parcel dimensions are 100 ft x 20 ft.

SCOPE OF SERVICES

Preparation and execution of purchase agreement, quit claim deed, property transfer affidavit, and recording the deed. It is highly recommended by the Planning Division that the applicant completes a title search of the property.

JUSTIFICATION

The parcel is located in the R-1B One Family Residential District

PROJECT OR IMPROVEMENT TASK

1. Develop a plan to address the City's current debt and legacy costs.
2. Improve and promote the image of Inkster.

CHECKLIST: LAND SALE/PURCHASE CITY-OWNED VACANT PROPERTY

Address: Woodbine Drive – Parcel ID# 44019012070000 - Residential, Vacant Land

X	Applicant Name: Xavier and Kelli Bennett	
X	Application to Purchase City-Owned Property	(purchase deposit for address on receipt)
X	Land sales \$200.00 (Vacant Land)	
	Deposit Fee Receipt: Land Sale Revenue	(Account/Fund Number: 101-727-673-130)
X	Legal Description and Parcel I.D. #	44019012070000
X	Purchase Agreement	
	Real Estate Agreement	
X	Letter of Good Standing	
	Release of all Claims & Liabilities	
X	Photo Identification: Explanation if address don't match with lots adjacent	
X	Aerial Map and Satellite Map	Google Maps
X	Plat map	Shared drive
	Realty COMP – Realtor Comparative Market Analysis (Structures only)	
X	Water Department Response (Land Sales only)	Send memo to Water re: Outstanding Utilities- June
X	Code Enforcement Response (Land Sales only)	Send memo to Code Enforcement re: Violations-Dawn
X	Taxes: City and County up to Date	
X	Detailed Explanation for Proposed Use	
	Assign Case Number (Enter in Excel)	
	Create File Folder/Tab	:
	Scan Application Package	
		:

Wayne County Public Records - Full Detail Report

Location & Ownership

Property Address:	Woodbine	Property ID:	44019012070000
City/State/Zip:	Inkster, Michigan, 48141		
Owner Name:	City Of Inkster	Lat/Long:	42.299260 / -83.291016
Taxpayer Address:	26215 Trowbridge Street	Census Tract:	5704
City/State/Zip:	Inkster, Michigan, 48141-2479	Block Group:	
City/Village/Town:	Inkster	School District:	Westwood
Subdivision:	WESTWOOD HILLS SUB NO 4	Property Category:	VacantLand
MLS Area:	05080 - Inkster	Land Use:	402 - RESIDENTIAL VACANT
Legal Description:	19E2070 LOT 2070 WESTWOOD HILLS SUB NO. 4 T1S R10E L60 P48 WCR		

Taxes

<u>Year</u>	<u>Season</u>	<u>Total Ad Val</u>	<u>Admin Fee</u>	<u>Assmnt</u>	<u>CVT</u>	<u>Ttl Seasonal</u>
2023	W	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2023	S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2022	W	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2022	S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2021	W	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2021	S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2020	W	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2020	S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2019	W	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2019	S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Assessments

<u>Year</u>	<u>Taxable Val</u>	<u>State Eq Val</u>	<u>Hmstd %</u>	<u>Ttl Taxes</u>
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Transfer Information

<u>Grantor</u>	<u>Grantee</u>	<u>Record Date</u>	<u>Deed Date</u>	<u>Sale Price</u>	<u>Deed Type</u>	<u>Liber/Page</u>
----------------	----------------	--------------------	------------------	-------------------	------------------	-------------------

Other Recordings

<u>Obligee</u>	<u>Obligor</u>	<u>Record Date</u>	<u>Doc Date</u>	<u>Amount</u>	<u>Doc Type</u>	<u>Liber/Page</u>
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Characteristics

#1 Porch/Dimensions: /	Storm Sewer:	
#2 Porch/Dimensions: /	Land Dimension:	100.50X22.10
Topography:	Land Sqft:	2178
Irregular:	Acres:	0.05

Search for MLS Listings

Upon receipt of completed application, a pre-sale inspection will be performed by the City. This inspection is not all-inclusive and does not include a Certificate of Occupancy. A separate inspection scheduled and paid for by the owner or purchaser will be required prior to occupancy.

A final meter read will be performed by the City after closing of the sale has been scheduled.



Deposit/Administrative Fee Received _____
Date Received _____
Case # _____

**CITY OF INKSTER
APPLICATION TO PURCHASE CITY-OWNED PROPERTY**

APPLICANT INFORMATION (Please Print Clearly)

Applicant's Name Xavier and Kelli Bennett

Applicant's Address 25849 Woodbine Drive, Inkster, Michigan 48141

Applicant's Phone Number: (313) 204-7576

Proposed Owner's Name (as indicated on deed): Xavier and Kelli Bennett

PROPERTY INFORMATION -- Purchase Offer \$1000.00

Address: WOODBINE

Property Location: South side of Woodbine Drive – Between Beech Daly and John Daly

Tax ID's: 44019012070000

Legal Description:

19E2070 LOT 2070 WESTWOOD HILLS SUB NO. 4 T1S R10E L60 P48 WCR

Summary of Proposed Use: To add value to their home located at 25859 Woodbine Drive, Inkster MI 48141 and use for family gatherings

I understand and accept as evidenced by the good-faith deposit of \$200.00 for the offer to purchase city-owned property. I also understand that the offer to purchase is subject to acceptance and approval by the City of Inkster City Council. I further understand that the Council can reject the offer in the best interest of the City, but that acceptance of this offer binds me to the specific use of the property as provided by the codes and ordinances of the City.

NOTE: All City-owned property is sold "AS IS". The City is not responsible for clear title.

Xavier and Kelli Bennett

Applicant's Signature

Date 09/05/2024

Xavier and Kelli Bennett



LETTER OF GOOD STANDING

Date: September 5, 2024

In accordance with the City of Inkster Land Sale policy designed to ensure a buyer's ability to develop, use and maintain City-owned property in a manner acceptable to the City, the City of Inkster must verify that the buyer is in "good standing". Good standing means that the buyer(s) is/are not delinquent in real or personal property taxes, water assessments or other property related assessments with the City of Inkster. Property-related assessments may include, but are not limited to, board-up charges, clean-up charges, weed cutting charges and other miscellaneous property maintenance charges. In addition, the buyer shall not own property that is being foreclosed upon, abandoned or otherwise code-deficient and all properties owned by the buyer must have a valid certificate of occupancy. The buyer shall not own any unsafe structures and is shall not be in default of a previous Purchase Agreement with the City.

I, Xavier Bennett / Kelli Bennett (buyer's printed name), certify having read, understand and agree to the aforementioned statement on the meaning of "Good Standing."

I, Kel Butt / Keli Butt (buyer's signature), certify that I am in "Good Standing" with the City of Inkster

PINNACLE REAL ESTATE AND INVESTMENTS

www.getinvestednow.com

(313) 268-3340

GOOD FAITH DEPOSIT

Date: September 4, 2024

The undersigned hereby submit to deposit the Sum of \$200.00 **Certified Funds/M.O.** to the *City of Inkster* as Good Faith Deposit for the purchase of the Parcel located on Woodbine Drive, Inkster MI, 48141

Property ID: 44019012070000

Legal Description: 19E2070 LOT 2070 WESTWOOD HILLS SUB NO. 4 T1S R10E L60 P48 WCR

Xavier and Kelli Bennett

Purchaser's Name

25849 Woodbine Dr., Inkster, Michigan 48141

Purchaser's Address

ANK OF AMERICA

Cashier's Check

No. 3794001094

VOID AFTER 90 DAYS 40-371148 Date 09/04/24 02:11:38 PM

WESTLAND Y19 0000023 040

Pay  **BANK OF AMERICA**  **\$200.00**

Two Hundred and 00/100 Dollars

To The Order Of **CITY OF INKSTER**

Remitter (Purchased By): **XAVIER BENNETT**

Bank of America, N.A.
SAN ANTONIO, TX


AUTHORIZED SIGNATURE

⑈3794001094⑈ ⑆114000019⑆ 154100711⑈



CITY OF INKSTER PURCHASE AGREEMENT

This Purchase Agreement dated and made effective as of this 5th day of September 2024, by and between ("Seller") the City of Inkster, a Michigan Municipal Corporation, located at 26215 Trowbridge, Inkster Michigan 48141, and (Purchaser) Xavier and Kelli Bennett, located at 25849 Woodbine Drive, Inkster, Michigan 48141

The undersigned purchaser, hereby agrees to purchase the following land situated in the City of Inkster, Wayne County, Michigan described as follows:

LEGAL DESCRIPTION: 19E2070 LOT 2070 WESTWOOD HILLS SUB NO. 4 T1S R10E L60 P48 WCR

PROPERTY ID: 44019012070000

COMMONLY KNOWN AS: WOODBINE

IN CONSIDERATION OF THE COVENANTS and AGREEMENTS contained in the Purchase Agreement, the parties hereto agree as follows:

CONDITIONS SUBSEQUENT TO THE SALE OF PROPERTY

1. All property taxes must be kept current on the Property
 2. Within 15 days of the closing, the Buyer must secure the Property and ensure that all debris, trash, or other materials have been removed from the outside yard area and that the grass, yard, shrubs, plantings, etc. have been trimmed and/or removed
 3. Within 180 days of closing, the Buyer must apply for and receive a Final Certificate of Occupancy for any structure on the property (if applicable).
 4. The Property shall comply with all other local ordinances regarding property maintenance and conditions
 5. The failure of the Purchaser to comply with these conditions or to cure the default within 30 days of written notice of the failure to comply may result in the City filing a reverter action in Wayne County Circuit Court seeking to rescind the purchase and requesting that title to Property revert to the City. In addition to losing title to the Property, the Purchaser shall forfeit the purchase price for the Property.
-

SALE OF PROPERTY

1. The Seller will execute a Quit Claim for the aforementioned property, within 30 days of approval by the Inkster City Council. Upon Closing of the aforesaid property, a Quit Claim Deed will be provided to the Purchaser by the Seller for recording at the Wayne County Register of Deeds at the Purchaser's expense.
2. The aforementioned property is sold in "As-Is Condition" and the Seller makes no warranties, representations or guarantees as to the condition of the aforementioned property. This provision also applies to property identified as condemned, dangerous, or uninhabitable.
3. The Purchaser, at its own expense, shall be responsible for obtaining a policy of title Insurance, hazard insurance and all necessary permits to bring the property into compliance with all applicable local and state laws, any and all required licenses and a Certificate of Occupancy (if required)
4. The Purchaser shall complete closing within 30 days by paying the balance of the price of the sale, paying the cost of recording the deed and executing a property transfer affidavit.

PURCHASE PRICE

1. The Purchaser shall pay the Sum of One Thousand Dollars (\$1,000.00) USD for the aforesaid property as follows:
2. Down payment Two Hundred dollars USD (\$200.00)
3. The remainder of the purchase price Eight Hundred Dollars (\$800.00) USD shall be paid by CERTIFIED CHECK OR MONEY ORDER, made payable to : THE CITY OF INKSTER, 26215 Trowbridge, Inkster, MI 48141
4. A transaction fee of Two Hundred Dollars USD (200.00) by CERTIFIED CHECK OR MONEY ORDER made payable to, Pinnacle Real Estate and Investments and will be deducted from the total purchase price

CLOSING

1. Closing on the aforesaid property shall take place at the City of Inkster offices located at 26215 Trowbridge, Inkster, MI 48141 within 30 days of Council approval of this Purchase Agreement.
 2. Purchaser shall remit the balance of purchase price by CERTIFIED CHECK OR MONEY ORDER at the time of closing
-

ADDITIONAL CONDITIONS (if Any):

The Buyer Is requesting the Deposit returned if Offer is not accepted.

Purchasers Initials: YB/KB

Sellers Initials: _____

PURCHASER: Xavier and Kelli Bennett

By: Xavier Bennett
Kelli Bennett

By:

Its:

Purchaser's Address:

25849 Woodbine Drive, Inkster, Michigan 48141

Contact No: (313) 204-7576

IN PRESENCE OF:

Pinnacle Real Estate and Investments, LLC

Rebecca J. Daniels

Broker Signature

Rebecca J. Daniels

Dated: 9/5/24

ACCEPTANCE TO THE OFFER ABOVE BY THE NAMED SELLER: The foregoing offer is accepted in accordance with the terms stated.

SELLERS:

CITY OF INKSTER

By: _____ **L.S.**

Its: _____

Seller's Address: 26215 Trowbridge

Inkster, MI 48141

Telephone No: (313) 563-4232

IN PRESENCE OF:

Dated: _____

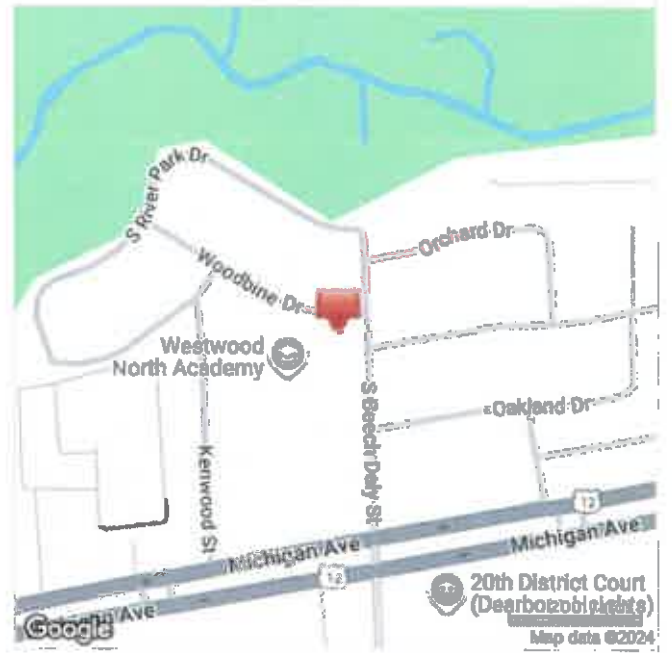
The undersigned Purchaser hereby acknowledges the receipt of the Seller's signed acceptance of the foregoing Purchase Agreement.

Dated: _____ **X** _____ **L.S.**
Purchaser

Dated: _____ **X** _____ **L.S.**
Purchaser

NOTICE: IT IS RECOMMENDED THAT ALL PARTIES TO THIS PURCHASE AGREEMENT SEEK THE ASSISTANCE OF A LAWYER OR OTHER QUALIFIED PERSON

	Beds	Full Baths	Half Baths	Sale Price	Sale Date
	N/A	N/A	N/A	N/A	N/A
	Bldg Sq Ft	Lot Sq Ft	Yr Built	Type	
	N/A	2,222	N/A	RES LOT	
OWNER INFORMATION					
Owner Name	City Of Inkster	Taxpayer Zip	48141		
Taxpayer Address	28215 Trowbridge St	Taxpayer Address ZIP + 4 Code	1800		
Taxpayer Address City & State	Inkster, MI				
COMMUNITY INSIGHTS					
Median Home Value	\$86,811	School District	WESTWOOD COMMUNITY SCHOOL DISTRICT		
Median Home Value Rating	1 / 10	Family Friendly Score	29 / 100		
Total Crime Risk Score (for the neighborhood, relative to the nation)	37 / 100	Walkable Score	78 / 100		
Total Incidents (1 yr)	101	Q1 Home Price Forecast	\$89,434		
Standardized Test Rank	13 / 100	Last 2 Yr Home Appreciation	16%		
LOCATION INFORMATION					
School District	Westwood	City/Village/Township	Inkster		
School District Name	Westwood	Lot #	2070		
Subdivision	Westwood Hills Sub 4	Flood Zone Code	X		
Census Tract	5701.00	Within 250 Feet of Multiple Flood Zones	No		
Census Block	1	Flood Zone Panel	26183C0241E		
Property Zip	48141	Flood Zone Date	02/02/2012		
TAX INFORMATION					
Property ID	44019012070000	Assessment Year	2023		
Legal Description	19E2070 LOT 2070 WESTWOOD HILLS SUB NO. 4 T1S R10E L60 P48 WCR				
CHARACTERISTICS					
Lot Frontage	100.48	Lot Sq Ft	2,222		
Lot Depth	22.08	Land Use - CoreLogic	Residential Lot		
Acres	0.051	Property Category	Res		
SELL SCORE					
Value As Of	2024-09-01 04:38:27				
LAST MARKET SALE & SALES HISTORY					
Owner Name	City Of Inkster				



Property Details Courtesy of Rebecca Daniels, Realcomp II Ltd

The data within this report is compiled by CoreLogic from public and private sources. The data is deemed reliable, but is not guaranteed. The accuracy of the data contained herein can be independently verified by the recipient of this report with the applicable county or municipality.

Generated on: 08/08/24

Page 2/2



In: 48141, Census Tract 5701, Inkster, Wayne County, Michigan

Lat/Long: 42.29927, -83.29102

Parcel Data Fields

Parcel ID:	44 019 01 2070 000	Home Tax Year:	0
Owner Name:	CITY OF INKSTER	Number of Agricultural Buildings:	0
Parcel Address:	WOODBINE	Agricultural Buildings Calculated Value:	0.0
Parcel Address City:	INKSTER	Commercial Building Stories:	0.0
Parcel Address Zip Code:	48141	Commercial Building Value:	0.0
Parcel Use Code:	402	Commercial Building Class:	A
Homestead Exemption:	0	Number of Commercial Buildings:	0.0
Regrid Calculated Total Address Count:	0	Commercial Building Floor Area:	0.0
Regrid Calculated Building Footprint Square Feet:	0	Commercial Building Occupancy:	Apartment
Regrid Calculated Building Count:	0	Commercial Building Year Built:	0
USPS Delivery Point Validation:	N	Commercial Building Price Floor:	0.0
Delivery Point Validation Notes:	A1M1	Commercial Building Calculated Value:	0.0
CASS Error Codes:	3.1,14.1,A1	Residential Building Class:	D
USPS Vacancy Indicator Data:	2022-11-02	Residential Building Plus/Minus:	0
Land Use Code:	4110.0	Number of Residential Buildings:	0.0
Ownership:	City, Village, Township, etc.	Residential Building Floor Area:	0.0
Description:		Residential Building Ground Area:	0.0
Ownership:		Residential Building Occupancy:	D
FEMA Flood Zone:	X	Residential Building Year Built:	0
FEMA Flood Zone Subtype:	AREA OF MINIMAL FLOOD HAZARD	Residential Building Price Floor:	0.0
FEMA Flood Zone Raw Data:	[{"zone":"X","subtype":"AREA OF MINIMAL FLOOD HAZARD","percent":100}]	Residential Building Calculated Value:	0.0
FEMA Flood Zone Data Date:	2023-10-17		
Census Provided Unified School District:	Westwood Community Schools		
Zoning Type:	Residential		

Zoning Subtype:	Single Family	Residential Building Price	0.0
Zoning Code Link:	https://zoneomics.com/code/lnkster-mi	Ground:	
Placekey:	0unfd4nobq@63t-yrf-tjv	Residential Building Garage Area:	0.0
Zoning Area ID:	10641909	Residential Building Basement Area:	0.0
Zoning Code:	R-1B	Residential Building Effective Age:	0
Number of Structures on Parcel:	0	Number of Residential Building Fireplaces:	0
Number of Stories:	0.0	Number of Residential Building Full-Baths:	0
Parcel Value Type:	ESTIMATED TOTAL CASH VALUE	Number of Residential Building Half-Baths:	0
Improvement Value:	0.0	Number of Residential Building Bedrooms:	0
Land Value:	3533.0	Residential Building Heat:	Forced Air w/o Ducts
Total Parcel Value:	3533.0	Residential Building Story Height:	0
Agricultural Value:	0.0	Residential Building Average Story Height:	0.0
Annual Tax Bill:	0.0	Residential Building Depr:	0
Mailing Address:	26215 TROWBRIDGE	R Or P:	0.0
Mailing Address City:	INKSTER	Is Exempt:	true
Mailing Address State:	MI	Land I Value:	0.0
Mailing Address ZIP Code:	48141	Building Assessed Value 1:	0.0
Parcel Address Street Name:	WOODBINE	Building Assessed Value 2:	0.0
Primary Address Source:	county;cass	Building Assessed Value 3:	0.0
Legal Description:	19E2070 LOT 2070 WESTWOOD HILLS SUB NO. 4 T1S R10E L60 P48 WCR	Land Assessed Value 1:	0.0
Latitude:	42.299268	Land Assessed Value 2:	0.0
Longitude:	-83.291021	Land Assessed Value 3:	0.0
Census 2020 Tract:	26163570100	MBOR State Equalized Value 1:	0.0
Census 2020 Block:	261635701001009	MBOR State Equalized Value 2:	0.0
Census 2020 Blockgroup:	261635701001	MBOR State Equalized Value 3:	0.0
Total Square Footage of Structures:	0	Adjusted State Equalized Value 0:	0.0
County-Provided Acres:	0.051	Adjusted State Equalized Value 1:	0.0
PLSS Township:	002S	Adjusted State Equalized Value 2:	0.0
PLSS Section:	Section 19	MBOR Tax Value 1:	0.0
PLSS Range:	010E	MBOR Tax Value 2:	0.0
Land Acres 0:	0.0	MBOR Tax Value 3:	0.0
Land Acres 1:	0.0	Tax 2:	0.0
Frontage:	100.48	Tax 3:	0.0
Land Frontage 0:	100.48	Adjusted Tax Value 1:	0.0
Land Frontage 1:	0.0	Adjusted Tax Value 2:	0.0
Land Frontage 2:	0.0	Adjusted Assessed Value 1:	0.0
Land Depth 0:	22.09	Adjusted Assessed Value 2:	0.0
Land Depth 1:	0.0	Assessed 3:	0.0
Land Depth 2:	0.0	Secondary Unit:	44
Vacant:	false	Tax Status:	OK
Old Property ID:	402	Calculated Acres:	0.05082
Property Status:	Active	Calculated Parcel Sq Ft:	2214
School District:	82240	Federal Qualified Opportunity Zone:	No
		LL_UUID:	5faf1dc3-893e-4a3c-817e-5afbe90da178

REQUEST FOR COUNCIL ACTION

To: Byron Nolen, Mayor

Date: September 10, 2024

From: Derek Dowdell,
Community Development Director

Date for Council Consideration: September 16, 2024

ACTION REQUESTED: Consider approval to purchase two (2) vacant parcels (Case # LD24-45) The parcels are located on the west side of Williams between Beech and Carlisle Street. Parcel ID: 44010060355000 and 44010060357000 for \$3000. Please see attached (Wayne County Public Records). The parcels are next to the buyer's home.

Current Action ☒ Emergency ☐ Future ☐

Funds Budgeted: If Yes ☒ Account # 101.721.673.130 No ☐ N/A ☐

Mayor's Approval

Byron Nolen

BACKGROUND INFORMATION

Darin Green has made an application to purchase two (2) vacant parcels located on Williams on the west side of the street between Beech & Carlisle. The Parcel ID 44010060357000 & 44010060355000.

Applicant wishes to extend his property lines.

SCOPE OF SERVICES

Preparation and execution of purchase agreement, quit claim deed, property transfer affidavit, and recording the deed. It is highly recommended by the Planning Division that the applicant must complete a title search of the property.

JUSTIFICATION

The parcels are in zoning district RM Restricted Multiple Dwelling District (Low Rise)

PROJECT OR IMPROVEMENT TASK

1. Develop a plan to address the City's current debt and legacy costs.
2. Improve and promote the image of Inkster.

COST

The Applicant is offering a total purchase price of \$3000.00

RESOLUTION

Authorization is hereby given for the sale of two (2) Vacant Parcel subject to the following conditions:

Complete closing on the property within thirty (30) days by paying the balance of the price of the sale (\$2800.00), paying the cost of recording the deeds (\$15.00 each), entering into a purchase agreement and executing a property transfer affidavit.

Finally, it is highly recommended that the applicant complete a title search of the property.

Resolved by _____

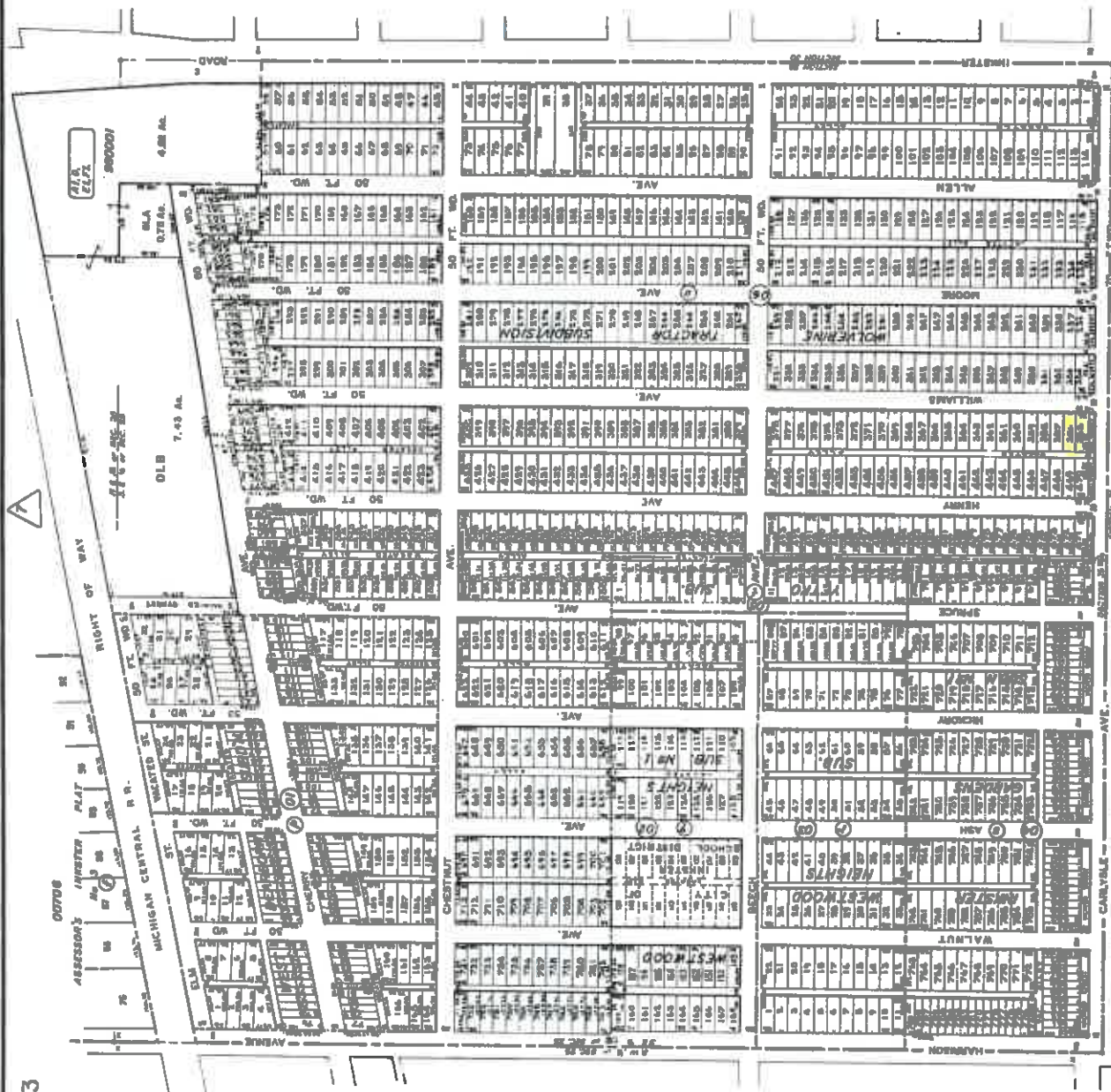
Seconded by _____

Yes:

No:

Absent:





S.E. 1/4 SECTION 25
CITY OF INKSTER
 T. 2 S. R. 9 E.
 WAYNE COUNTY, MICHIGAN
 SCALE: 1"=50'± FEET

CHECKLIST: LAND SALE/PURCHASE CITY-OWNED VACANT PROPERTY

Address: Two Vacant Lots on Williams St.

[illegible]



INSTRUCTIONS FOR REAL ESTATE AGENTS FOR APPLICATION TO PURCHASE CITY-OWNED PROPERTY

Step 1: Determine City ownership through the Assessor, Property Records Division, or a City of Inkster For Sale Properties list. **If the property is zoned for commercial or Industrial use, please contact 313-563-9760 to schedule an appointment.**

Step 2: Obtain the legal description through the Assessor or Property Records Division.

Step 3: **Complete** the "Application to Purchase City-owned Property". **(Required)**

Page 1: requests information about the applicant, intended use, and the property.

Purchase Offer: Indicate the dollar amount of the offer.

Inkster City Council reserves the right to reject any Offer to Purchase.

Page 2: Letter of Good Standing.

Page 3: Affidavit to Secure Certificate of Occupancy or File Vacant Property Registration.

Required Attachments: Attach the following documents to the application –

Comparable Prices

Plat map identifying the property(s)

Aerial map identifying and outlining the property(s)

List of repairs needed

Certified check or money order in the amount required for good faith deposit listed below.

Good Faith Deposits:

☐ Vacant, residential lots – requires minimum \$100.00 deposit per lot.

☐ Vacant commercial or industrial lots – Price to be determined. Applicant must submit concept and building plans during a scheduled meeting with the Planning Division for approval of plans.

☐ Residential and commercial structures – requires a minimum of \$600.00. Application must be accompanied by concept and building plans if commercial.

NOTE: **All City property is sold "AS IS"**

Step 4: Submit **completed** application and attachments via e-mail to sjohnson@cityofinkster.com and provide original application along with attachment to the Planning Division. Applications are due by the first business day of the week of each month.

Upon receipt of completed application, a pre-sale inspection will be performed by the City. This inspection is not all-inclusive and does not include a Certificate of Occupancy. A separate inspection scheduled and paid for by the owner or purchaser will be required prior to occupancy.

A final meter read will be performed by the City after closing of the sale has been scheduled.



Deposit/Administrative Fee Received _____
Date Received _____
Case # _____

CITY OF INKSTER
APPLICATION TO PURCHASE CITY-OWNED PROPERTY

APPLICANT INFORMATION (Please Print Clearly)

Applicant's Name Darin Green

Applicant's Address 26211 Oakcrest Rd Southfield Mi 48076

Applicant's Phone Number: 248-910-9075

Proposed Owner's Name (as indicated on deed): Same

PROPERTY INFORMATION -- Purchase Offer \$3000

Property Location: Williams St.

On the West of the Street between Beech and Carlisle

Tax ID, Legal Description, and Address if Structure*25U357* LOT 357 ALSO E 1/2 ADJ VAC ALLEY---
WOLVERNINE TRACTOR SUB T2S R9E L38 P34 WCR
44010060357000

25U355 356* LOTS 355 AND 356 ALSO N 14.50FT ADJ VAC CARLYSLE AVE ALSO E 1/2 ADJ VAC ALLEY---
WOLVERNINE TRACTOR SUB T2S R9E L38 P34 WCR
44010060355000

Parcel Size: _____ (Width) _____ X (Length) _____ Current Zoning Residential

☐ Additional Parcels/Lots (attach Request for Additional Property Form)

Summary of Proposed Use: _____

Use additional sheets as needed _____

I understand and accept as evidenced by the good-faith deposit of \$200.00 for the offer to purchase city-owned property. I also understand that the offer to purchase is subject to acceptance and approval by the City of Inkster City Council. I further understand that the Council can reject the offer in the best interest of the City, but that acceptance of this offer binds me to the specific use of the property as provided by the codes and ordinances of the City.

NOTE: All City-owned property is sold "AS IS". The City is not responsible for clear title.

Applicant's Signature

Date

Broker's Name

Date

Darin Green

09-05-2024

Stephanie Taylor

09-05-2024



LETTER OF GOOD STANDING

Date: _____

In accordance with the City of Inkster Land Sale policy designed to ensure a buyer's ability to develop, use and maintain City-owned property in a manner acceptable to the City, the City of Inkster must verify that the buyer is in "good standing". Good standing means that the buyer(s) is/are not delinquent in real or personal property taxes, water assessments or other property-related assessments with the City of Inkster. Property-related assessments may include, but are not limited to, board-up charges, clean-up charges, weed cutting charges and other miscellaneous property maintenance charges. In addition, the buyer shall not own property that is being foreclosed upon, abandoned or otherwise code-deficient and all properties owned by the buyer must have a valid certificate of occupancy. The buyer shall not own any unsafe structures and is shall not be in default of a previous Purchase Agreement with the City.

I, Darin Green (buyer's printed name), certify having read, understand and agree to the aforementioned statement on the meaning of "Good Standing."

I,  09-05-2024 (buyer's signature), certify that I am in "Good Standing" with the City of Inkster.



AFFIDAVIT

I, Darin Green, have read the requirements for the purchase of the above-noted Vacant Parcels and hereby agree to provide official documentation to the Planning Division, Community Development Department and Zoning department and follow all city of Inkster Code and Ordinances

Sworn and subscribed before me this 3rd day of September 2024, personally appeared before me Daren Green executed this document on his/her own free will.

Darin Green
Printed Name

Title

Darin Green

09-05-2024

Signature

CITY OF INKSTER PURCHASE AGREEMENT

This Purchase Agreement, dated and made effective as of this 3rd day of September 2024 by and between the City of Inkster, a Michigan Municipal Corporation, located at 26215 Trowbridge, Inkster, Michigan 48141, ("Seller") and Darin Green, located at 26211 Oakcrest Southfield Michigan 48076, ("Purchaser"):

The undersigned purchaser, hereby agrees to purchase the following land situated in the City of Inkster, Wayne County, Michigan described as follows:

25U355 356* LOTS 355 AND 356 ALSO N 14.50FT ADJ VAC CARLYSLE AVE ALSO E 1/2 ADJ VAC ALLEY—
WOLVERNINE TRACTOR SUB T2S R9E L38 P34 WCR
44010060355000
25U357 LOT 357 ALSO E 1/2 ADJ VAC ALLEY— WOLVERNINE TRACTOR SUB T2S R9E L38 P34 WCR
44010060357000
Parcel ID:

IN CONSIDERATION OF THE COVENANTS and AGREEMENTS contained in this Purchase Agreement, the parties hereto agree as follows:

CONDITIONS SUBSEQUENT TO THE SALE OF PROPERTY

1. All property taxes must be kept current on the Property.
2. Within 15 days of the closing, the Buyer must secure the Property and ensure that all debris, trash or other materials have been removed from the outside yard area and that the grass, yard, shrubs, plantings, etc have been trimmed or removed.
3. Within 180 days of closing, the Buyer must apply for and receive a Final Certificate of Occupancy for any structure on the property (if applicable).
4. The Property shall comply with all other local ordinances regarding property maintenance and conditions.
5. The failure of the Purchaser to comply with these conditions or to cure the default within 30 days of written notice of the failure to comply may result in the City filing a reverter action in Wayne County Circuit Court seeking to rescind the purchase and requesting that title to the Property revert to the City. In addition to losing title to the Property, the Purchaser shall forfeit the purchase price for the Property.

SALE OF PROPERTY

1. The Seller will execute a Quit Claim for the aforementioned property, within 30 days of approval by the Inkster City Council. Upon Closing of the aforesaid property, a Quit Claim Deed will be provided to the Purchaser by the Seller for recording at the Wayne County Register of Deeds at the Purchaser's expense.
2. The aforementioned property is sold in "As Is Condition" and the Seller makes no warranties, representations or guarantees as to the condition of the aforementioned property. This provision also applies to property identified as condemned, dangerous, or uninhabitable.
3. The Purchaser, at its own expense, shall be responsible for obtaining a policy of title insurance, hazard insurance and all necessary permits to bring the property into compliance with all applicable local and state laws, any and all required licenses and a Certificate of Occupancy (if required).
4. The Purchaser shall complete closing within 30 days by paying the balance of the price of the sale, paying the cost of recording the deed and executing a property transfer affidavit.

PURCHASE PRICE

1. The Purchaser shall pay the Sum of Three Thousand -00/DOLLARS (\$3000) USD for the aforesaid property, as follows:
2. Down payment of Two Hundred --00/DOLLARS (\$200.00) USD

3. The remainder of the purchase price of Two Thousand Eight Hundred --00/DOLLARS (\$ 2800) USD shall be paid by CERTIFIED CHECK OR MONEY ORDER, made payable to: THE CITY OF INKSTER, 26215 Trowbridge, Inkster, MI 48141.

CLOSING

1. Closing on the aforesaid property shall take place at the City of Inkster offices located at 26215 Trowbridge, Inkster, MI 48141 within 30 days of Council approval of this Purchase Agreement.
2. Purchaser shall remit the balance of purchase price by CERTIFIED CHECK OR MONEY ORDER at the time of closing.

ADDITIONAL CONDITIONS (If Any):

If offer is not accepted the deposit will be refunded.

Purchasers Initials: DG

Sellers Initials: _____

PURCHASER:

By: Darin Green L.S. 09-03-2024

By: _____ L.S.

Its: _____

Purchaser's Address: 26211 Oakcrest
Southfield Michigan 48076
Telephone No: 248-910-9075

IN PRESENCE OF:

Murray's Real Estate Services LLC

Stephanie Taylor & Peggy Bishop

Stephanie Taylor 09-05-2024
478-9526-734 306-1066

Dated: _____

ACCEPTANCE TO THE OFFER ABOVE BY THE NAMED SELLER: The foregoing offer is accepted in accordance with the terms stated.

SELLERS:
CITY OF INKSTER

By: _____ L.S.

Its: _____

Seller's Address: 26215 Trowbridge
Inkster, MI 48141
Telephone No: 313-563-4232

IN PRESENCE OF:

Dated: _____

The undersigned Purchaser hereby acknowledges the receipt of the Seller's signed acceptance of the foregoing Purchase Agreement.

Dated: _____ X _____ L.S.
Purchaser

Dated: _____ X _____ L.S.
Purchaser

NOTICE: IT IS RECOMMENDED THAT ALL PARTIES TO THIS PURCHASE AGREEMENT SEEK THE ASSISTANCE OF A LAWYER OR OTHER QUALIFIED PERSON.

Wayne County Public Records - Full Detail Report

Location & Ownership

Property Address:
 4001 16th Street
 Detroit, Michigan 48241
Owner Name:
 City of Detroit
 24141 Washington Ave
 Detroit, Michigan 48241-2070
Parcel Information:
 Parcel Number: 241410000000000000
 Parcel Name: Parcel - Public
 Parcel Area: 0.1000
 Legal Description: LOT 240 4000 S 1/4 4th SEC 11.15T 24E 11.15R 4th

Year	Assessed	Total Ass Val	Ad Val Tax	Assessed	CVT	Delinquent
2011	W	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2012	S	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2013	W	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2014	S	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2015	W	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2016	S	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2017	W	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2018	S	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2019	W	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2020	S	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2021	W	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2022	S	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2023	W	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2024	S	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2025	W	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2026	S	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2027	W	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2028	S	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2029	W	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00
2030	S	\$1,000	\$1,000	\$1,000	\$1,000	\$0.00

Year	Transfer	Transfer Val	State Ex Tax	County %	TR Taxes
2011	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2012	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2013	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2014	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2015	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2016	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2017	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2018	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2019	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2020	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2021	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2022	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2023	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2024	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2025	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2026	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2027	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2028	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2029	Transfer	\$1,000	\$1,000	100.00%	\$1,000
2030	Transfer	\$1,000	\$1,000	100.00%	\$1,000

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Larsson & Carlsson 1994

Property Address:	City/State/Zip	Property #:	ASB/BSB/ESB/MSB
Williams Tulsa, OK 74104	48144		
City Of Tulsa 28323 Yaleville Street Tulsa, Oklahoma	48141-3479	LASTING Common Trust— Stock Group	42-382004 / -82-818171 9704
Tulsa WILSON TRACTOR 500 engine - In stock		School District: Property Category: Land Use:	Teacher Vacant and MS - RESIDENTIAL VACANT MS - RESIDENTIAL VACANT CABLETV, RFR ALONG E 1/2 A012 WAC 350555 358 LOTS 25V AND 30S ALSO IN 16.50FT A012 VAC ALSO— WILSON TRACTOR 500 25 158 158 304 W02

POSTAL

[illegible]

1. *Journal of Management Studies*, 1996, 33, 1, 1-14.

Case	Taxable Val	State Ex Val	Percent %	TU Total			
09-0867 - In Progress							
Criminal	Grosses		Record Date	Sold Date	Sale Price	Spec'd Regs	Other Records
Offense	Offenses		Record Date	Disc Date	Amount	Disc Type	Liberalized

[illegible]

Spencer & Associates

REQUEST FOR COUNCIL ACTION

To: Byron Nolen, Mayor

Date: September 11, 2024

From: Jerome Bivins, DPS Director Date for Council's Consideration: September 16, 2024

ACTION REQUESTED: Adopt Notice of Intent Resolution related to the City's proposed 2024 Capital Improvement Bonds for improvements to the water supply and sewage disposal system of the city and authorize the City Clerk to publish the Notice of Intent.

Current Action X Emergency Future

Funds Budgeted: Yes Account # No N/A

Mayor's Approval Byron H. Nolen

BACKGROUND:

We are asking the Council to approve the Notice of Intent Resolution.

The City of Inkster intends to construct various improvements to its water supply, sewage disposal and storm water systems. The City previously approved bond documents for these projects, which were anticipated to be issued as revenue bonds. However, we are changing the structure to reflect the proposed issuance of bonds through the MI Finance Authority. Additionally, the project scope has been expanded to include certain sewage disposal and storm water system improvements.

A bond authorizing resolution will be presented to you at a subsequent meeting.

The bonds will generate revenues to fund the improvements in lieu funding the improvements from the water and sewer fund budget on a pay as you go basis. The CWSRF overrun is approximately \$3.5 million, the water meter project is estimated at \$6 million, DPS Building Renovations: \$1.7 million, Pothole & Lead Service line replacement: \$2 million, Fire Hydrant & Sewer Valve Replacement: \$2 million.

The Department of Public Service is requesting that this body allows us to pursue a bond for acquisition, construction, installation, furnishing and equipping of additions and improvements to the water supply and sewage disposal system of the city and authorize the City Clerk to publish the Notices of Intent to issue bonds for water supply system not to exceed \$17,000,000.

This debt will allow the department to purchase and install new water meters and MTU's, replacing a system that is approximately 13 years old. In doing so, we will have a more up to date and adequate system for real time reads and other functionalities needed in providing a public service to the residents of the City of Inkster. With the Fire Hydrant & Valve Replacement, this will allow us to replace 10-15% of the damaged hydrants in one year. With the lead service replacement and potholing, the \$2,000,000 will allow us to replace more than

the 67-80 hydrants we are currently doing. Roughly replacing 200 in one year, which will put a significant dent in the 200 hydrants we assume need replacing. Given the fact that the Environment Great Lakes, and Energy is proposing to lower the lead limit from 15 parts per billion to 10 parts per billion, this will give us a significant start on replacing those services ahead of the new mandate, which is being proposed by the Environmental Protection Agency in the next 10 years. As for potholing, which involves digging a test hole in a residence yard to see if they have lead service, this will help us to better establish an accurate inventory list of actual lead service lines, as we must have an inventory list to the state of Michigan of all lead service lines in the City of Inkster. As you can see, the city and its water department have many challenges coming before now and in the near future that will require this type of funding on a regular basis to keep up with the changing times and requirements being mandated upon us. In lieu of taking the \$1,700,000 that's in our budget now for DPS building renovations, we can offset it with this bond and take that money and utilize it toward the infrastructure work and making us a more ready and attractive city for potential real estate projects.

SCOPE OF SERVICES:

The acquisition, construction, installation, furnishing, and equipping of additions and improvements to the water supply and sewage disposal system of the City.

JUSTIFICATION:

It is hereby determined to be a necessary public purpose of the City to acquire and construct the Project in accordance with the plans and specifications prepared by Engineers, which plans and specifications are hereby approved.

PROJECT IMPROVEMENTS:

Improve and promote the image of the City of Inkster.

COSTS:

The cost of these projects is not to exceed \$15,000,000 in bonding.

PROJECTED TIME TABLE:

The period of usefulness of the Project is estimated to be not less than forty (40) years.

RESOLUTION

Resolution to authorize the City to publish the Notice of Intent related to the issuance of its Capital Improvement Bonds and to make a declaration of intent to reimburse the City for any up-front project costs paid by the City.

Resolved by _____

Seconded by _____

Yes:

No:

Absent:

**NOTICE OF INTENT RESOLUTION
CAPITAL IMPROVEMENT BONDS**

CITY OF INKSTER
County of Wayne
State of Michigan

Minutes of a regular meeting of the City Council of the City of Inkster, County of Wayne,
State of Michigan, held on the 16th day of September, 2024, at 7:00 p.m., prevailing Eastern Time.

PRESENT: Members _____

ABSENT: Members _____

The following preamble and resolution were offered by Member _____ and
supported by Member _____:

WHEREAS, the City Council of the City of Inkster (the "City") intends to issue general obligation limited tax bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), in an aggregate principal amount of not to exceed Seventeen Million Dollars (\$17,000,000) (the "Bonds") for the purpose of paying all or part of the costs of acquiring, constructing, furnishing and equipping certain capital improvement projects within the City, consisting generally of improvements to the City's Water Distribution, Sanitary, Storm and Combined Sewer Overflow Systems (collectively, the "System"), and the Maintenance and Operation Facility; the removal, rehabilitation, replacement and improvement of water mains, fire hydrants, valves, valve wells; flushing and testing of watermains; restoration of landscaped areas and pavement for streets, driveways, sidewalks and other hardscape related to the improvements to the System; hydro excavating, pot holing and excavation of the System; the relocation and replacement of water service lines and replacement of lead service lines; the acquisition and installation of pressure reducing valves including an underground concrete vault with hatches and removable panels, pipelines, fittings, restrained joints, flanged joints, pressure gauges, necessary electrical and communication equipment such as a power source, a sump pump and related alarms, transducers and transmitters for sending alarm notifications; removal, rehabilitation, replacement and improvements to System pipelines, man holes, catch basins, inlets, outlets, and junction structures including all fittings; the acquisition and installation of water meters compatible with the Advanced Metering Infrastructure system including all software, communication and associated equipment and appurtenances; renovation of the City's Department of Public Services (DPS) administration building, interior walls, doors, windows, window coverings, floors, ceiling, furniture, roof system, electrical system and electrical panels, lighting system, heating, ventilation and cooling system, building plumbing, water fixtures, communication and security system; constructing an addition to the building and garage used for the storage of heavy machinery and equipment; renovations to convert part the garage to a conference room; the installation of a water filling station and meter; demolition of existing abandoned structures in the DPS yard, and site improvements to the DPS yard, together with all necessary interests in land, and all related sites, structures, equipment, appurtenances and attachments thereto (collectively, the "Project"); and

WHEREAS, a notice of intent to issue the Bonds must be published before the issuance of

the Bonds in order to comply with the requirements of Section 517 of Act 34; and

WHEREAS, the City intends at this time to state its intentions to be reimbursed from proceeds of the Bonds for any expenditures undertaken by the City for the Project prior to issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Notice of Intent Authorized. The City Clerk is authorized and directed to publish a notice of intent to issue bonds in *The Telegram*, a newspaper of general circulation in the City.
2. Form of Notice of Intent. The notice of intent shall be published as a display advertisement not less than one-quarter (1/4) page in size in substantially the form attached to this resolution as Exhibit A.
3. Approval of Notice of Intent and Publication. The City Council does hereby determine that the foregoing form of Notice of Intent to Issue Bonds and the manner of publication directed is the method best calculated to give notice to the City's electors and taxpayers residing in the boundaries of the City of the City's intent to issue the Bonds, the maximum amount of the Bonds, the purpose of the Bonds, the source of payment for the Bonds and the right of referendum relating thereto, and the newspaper named for publication is hereby determined to reach the largest number of persons to whom the notice is directed.
4. Reimbursement Declaration. The City makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:
 - (a) The City reasonably expects to reimburse itself with proceeds of the Bonds for certain costs of the Project which were paid or will be paid from the funds of the City subsequent to sixty (60) days prior to today.
 - (b) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$17,000,000.
 - (c) A reimbursement allocation of the capital expenditures described above with the proceeds of the Bonds will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the Bonds to reimburse the City for a capital expenditure made pursuant to this resolution.
5. Bond Counsel. Miller, Canfield, Paddock and Stone, P.L.C. is hereby approved as bond counsel for the Bonds.
6. Municipal Advisor. PFM Financial Advisors is retained as the registered municipal advisor to the City in connection with the issuance of the Bonds.
7. Rescission. All resolutions and parts of resolutions insofar as they conflict with the

AYES: Members: _____

NAYS: Members: _____

RESOLUTION DECLARED ADOPTED.

Georgina Holliday
City Clerk

I hereby certify that the attached is a true and complete copy of a resolution adopted by the City Council of the City of Inkster, County of Wayne, State of Michigan, at a regular meeting held on the 16th day of September, 2024, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976 and that minutes of the meeting were kept and will be or have been made available as required by said Act.

Georgina Holliday
City Clerk

EXHIBIT A

NOTICE TO TAXPAYERS AND ELECTORS OF THE CITY OF INKSTER OF INTENT TO ISSUE BONDS AND THE RIGHT OF REFERENDUM RELATING THERETO

PLEASE TAKE NOTICE that the City of Inkster, County of Wayne, State of Michigan (the "City"), intends to issue and sell its general obligation limited tax bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended, in an aggregate principal amount of not to exceed Seventeen Million Dollars (\$17,000,000) for the purpose of paying all or part of the costs of acquiring, constructing, furnishing and equipping certain capital improvement projects within the City, consisting generally of improvements to the City's Water Distribution, Sanitary, Storm and Combined Sewer Overflow Systems (collectively, the "System"), and the Maintenance and Operation Facility; the removal, rehabilitation, replacement and improvement of water mains, fire hydrants, valves, valve wells; flushing and testing of watermains; restoration of landscaped areas and pavement for streets, driveways, sidewalks and other hardscape related to the improvements to the System; hydro excavating, pot holing and excavation of the System; the relocation and replacement of water service lines and replacement of lead service lines; the acquisition and installation of pressure reducing valves including an underground concrete vault with hatches and removable panels, pipelines, fittings, restrained joints, flanged joints, pressure gauges, necessary electrical and communication equipment such as a power source, a sump pump and related alarms, transducers and transmitters for sending alarm notifications; removal, rehabilitation, replacement and improvements to System pipelines, man holes, catch basins, inlets, outlets, and junction structures including all fittings; the acquisition and installation of water meters compatible with the Advanced Metering Infrastructure system including all software, communication and associated equipment and appurtenances; renovation of the City's Department of Public Services (DPS) administration building, interior walls, doors, windows, window coverings, floors, ceiling, furniture, roof system, electrical system and electrical panels, lighting system, heating, ventilation and cooling system, building plumbing, water fixtures, communication and security system; constructing an addition to the building and garage used for the storage of heavy machinery and equipment; renovations to convert part the garage to a conference room; the installation of a water filling station and meter; demolition of existing abandoned structures in the DPS yard, and site improvements to the DPS yard, together with all necessary interests in land, and all related sites, structures, equipment, appurtenances and attachments thereto (collectively, the "Project").

SOURCE OF PAYMENT OF BONDS

THE PRINCIPAL OF AND INTEREST ON SAID BONDS SHALL BE PAYABLE from the general funds of the City lawfully available for such purposes including property taxes levied within applicable constitutional, statutory and charter tax rate limitations.

ADDITIONAL SECURITY FOR BONDS SOLD TO MICHIGAN FINANCE AUTHORITY

BECAUSE THE BONDS MAY BE SOLD TO THE MICHIGAN FINANCE AUTHORITY, THE CITY MAY PLEDGE FOR THE PAYMENT OF THE BONDS MONEY RECEIVED OR TO BE RECEIVED BY THE CITY DERIVED FROM IMPOSITION OF TAXES BY THE STATE AND RETURNED OR TO BE RETURNED TO THE CITY AS PROVIDED BY LAW, except for money the use of which is prohibited for such purposes by the State Constitution. The City may enter into an agreement providing for the pledge and interest

of taxes, which taxes are collected by the State and returned to the City as provided by law, to the Michigan Finance Authority or a trustee, and such funds may be pledged for the payment of the bonds.

BOND DETAILS

SAID BONDS will be payable in annual installments not to exceed thirty (30) in number and will bear interest at the rate or rates to be determined at a public or private sale but in no event to exceed the maximum rate permitted by law on the balance of the bonds from time to time remaining unpaid.

RIGHT OF REFERENDUM

THE BONDS WILL BE ISSUED WITHOUT A VOTE OF THE ELECTORS UNLESS A PETITION REQUESTING SUCH A VOTE SIGNED BY NOT LESS THAN 10% OF THE REGISTERED ELECTORS RESIDING WITHIN THE BOUNDARIES OF THE CITY IS FILED WITH THE CITY CLERK WITHIN FORTY-FIVE (45) DAYS AFTER PUBLICATION OF THIS NOTICE. IF SUCH PETITION IS FILED, THE BONDS MAY NOT BE ISSUED WITHOUT AN APPROVING VOTE OF A MAJORITY OF THE QUALIFIED ELECTORS RESIDING WITHIN THE BOUNDARIES OF THE CITY VOTING THEREON.

THIS NOTICE is given pursuant to the requirements of Section 517, Act 34, Public Acts of Michigan, 2001, as amended.

Georgina Holliday, City Clerk
City of Inkster

REQUEST FOR COUNCIL ACTION

To: Byron Nolen, Mayor

Date: September 10, 2024

From: Jerome Bivins, DPS Director Date: for Council's Consideration: September 16, 2024

ACTION REQUESTED: Consider authorizing the Director of DPS to enter into an agreement with the Wayne County Department of Public Services to maintain the stormwater management system in accordance with the drawing attached as Exhibit "A", and the terms of long-term maintenance plan attached as Exhibit "B" and the Wayne County Stormwater Ordinance and Administrative Rules.

Current Action	X	Emergency	Future
----------------	---	-----------	--------

Funds Budgeted: Yes Account # No N/A X

Mayor's Approval Byron H. Nolan

BACKGROUND:

Wayne County requires an agreement be submitted to maintain stormwater management systems in accordance with the Stormwater Ordinance and Administrative Rules BBuddz LLC (Rohnee Saad) on behalf of the City of Inkster shall assume jurisdiction over, and accept responsibility for, maintenance of the stormwater management system(s) at 29225 & 29245 Michigan Ave. to ensure that the stormwater management system functions properly as designed and constructed. BBuddz LLC (Rohnee Saad) has agreed not to hold the City of Inkster responsible for the operation and maintenance of the facilities. Wayne County requires a resolution from the City of Inkster to maintain the proposed stormwater management system and its facilities.

SCOPE OF SERVICES:

BBuddz LLC (Rohnee Saad) shall maintain the stormwater management system at the property located at 29225 & 29245 Michigan Ave. to the full extent required by the Wayne County Department of Public Services to comply with the Wayne County Stormwater Ordinance and Administrative Rules including any future revisions BBuddz LLC (Rohnee Saad) shall not hold the City of Inkster accountable for maintenance and will be solely responsible to Wayne County for any breach or violations.

JUSTIFICATION:

To eliminate the City's liability and responsibility for maintenance of the stormwater management facility associated with 29225 & 29245 Michigan Ave. and allow BBuddz LLC (Rohmee Saad) maintain and manage the stormwater management system located at 29225 & 29245 Michigan Ave.

PROJECT IMPROVEMENTS:

Improve and promote the image of the City of Inkster.

COSTS:

N/A

PROJECTED TIME TABLE:

A resolution will be submitted to Wayne County as part of the agreement upon adoption by City Council.

RESOLUTION:

Authorization is hereby given to the Director of DPS to enter into an agreement with Wayne County Department of Public Services to maintain the stormwater management system in accordance with the drawing attached as Exhibit "A", the terms of the long-term maintenance plan attached as Exhibit "B" and the Wayne County Stormwater Ordinance and Administrative Rules. A resolution from the local municipality to maintain the proposed stormwater management system and its facilities is required.

Resolved by _____

Seconded by _____

Yes:

No:

Absent:



Warren C. Evans
Wayne County Executive

September 19, 2023

Mr. Jerome Bivens
City of Inkster
26215 Trowbridge
Inkster, Michigan 48141-2314

RE: Maintenance of Storm Water Management
Maintenance Permit for Commercial Building Marijuana Provisioning

Dear Mr. Bivens

Enclosed are the Storm Water Maintenance Permit M23-0068 and Exhibits A&B.

Please sign and date the enclosed maintenance permit and request Council to pass a Resolution as required by the Wayne County Storm Water Ordinance.

http://www.waynecounty.com/doe_wqm_res_stormwm_standards.htm

Please return complete packet to Wayne County Permit Office. An executed copy of this permit with exhibits will be returned to your attention.

If you have any questions or concerns, you may contact me at 734.858-2756

Sincerely,

A handwritten signature in blue ink, appearing to read "Mustafa Turkcan", is written over a horizontal line.

Mustafa Turkcan
Permit Review Engineer

DEPARTMENT OF PUBLIC SERVICES / ENGINEERING DIVISION/ PERMIT OFFICE
33809 MICHIGAN AVENUE, WAYNE, MI 48184 ■ PHONE (734) 858-2774 ■ FAX (734) 595-6356



PROPERTY RETENTION:
AUTUMN'S BEST LUNCH FROM PAGE 107 IN E.R.

TABLE 1

[illegible]

CONTINUING LIFE SUPPORT PARTIAL 30-440000-000-000

STANDARD, YIPPOV AN "ELECTRIC BULLDOG"
FIGHTS MONSTER FOR CITY OF NORTH HAMPSHIRE COUNTY, N.H.

PROPERTY DESCRIPTION:
INSURANCE WITH LOAN BANK AND MORTGAGE

TABLE 1

STATED IN A CITY OF NEW YORK, COUNTY OF NASSAU, CITY OF
ROOSEVELT AND IN PRODUCE:

THE UNDERSIGNED MAYOR OF THE CITY OF NEW YORK, COUNTY OF NASSAU, CITY OF
ROOSEVELT AND IN PRODUCE, DO HEREBY CERTIFY THAT THE ABOVE
STATED IS A TRUE AND CORRECT COPY OF THE ORIGINAL AS THE SAME
IS ON FILE IN THE OFFICE OF THE MAYOR OF THE CITY OF NEW YORK,
COUNTY OF NASSAU, CITY OF ROOSEVELT AND IN PRODUCE.

AT THE SOUTHERN CORNER OF THE BLOCK CONTAINING THE
CITY OF NEW YORK, COUNTY OF NASSAU, CITY OF ROOSEVELT AND IN
PRODUCE, THIS 10TH DAY OF JANUARY, 1960.

SIGNED BY ME IN WITNESS OF THE
FOLLOWING: MAYOR OF THE CITY OF NEW YORK,
COUNTY OF NASSAU, CITY OF ROOSEVELT AND IN PRODUCE.

FOR THE MAYOR OF THE CITY OF NEW YORK,
COUNTY OF NASSAU, CITY OF ROOSEVELT AND IN PRODUCE:

COMMISSIONER OF THE LANDS
OFFICE OF THE MAYOR OF THE CITY OF NEW YORK,
COUNTY OF NASSAU, CITY OF ROOSEVELT AND IN PRODUCE.

TO THE POINT OF JUDGMENT

CONFIDENTIAL AND UNCLASSIFIED FOR DISSEM TO THE PUBLIC



ENGINEER:
GK CONSULTING
GHAFFAN KHALAF, P.E.
5644 MIDDLEBELT RD.
GARDEN CITY, MI 48135
TEL: 313-377-9449
GKCI@OUTLOOK.COM

EXHIBIT "A"
PHYSICAL LIMITS AND
STORM WATER MANAGEMENT SYSTEM
MARIJUANA PROVISIONARY
CENTER
29245 MICHIGAN AVE,
INKSTER, MI 48141
SHEET 10F 1, DATE: 06-01-2023

EXHIBIT B **STORM WATER MANAGEMENT SYSTEM LONG-TERM MAINTENANCE PLAN**

Wayne County DPS Permit No.: M -
Wayne County DPS Plan Review No.: R23-0092

A. Physical Limits of the Storm Water Management System

The storm water management system (SWMS) subject to this long-term maintenance plan (Plan) is depicted on Exhibit A to the permit and includes without limitation the storm sewers, swales, catch basins, manholes, inlets, bioretention area, overflow structure and outlet pipe and pump station that conveys flow from storm sewer system to an existing storm manhole within the right-of-way of Michigan Avenue. For the purposes of this plan, this storm water management system and all of its components as shown in Exhibit A is referred to as "MARLUANA PROVISIONARY CENTER SWMS".

B. Time Frame for Long-Term Maintenance Responsibility

Rohanne Saad is responsible for maintaining the MARLUANA PROVISIONARY CENTER SWMS, including complying with applicable requirements of the local or Wayne County soil erosion and sedimentation control program until Wayne County releases the construction permit. Long-term maintenance responsibility for the MARLUANA PROVISIONARY CENTER SWMS commences when defined by the maintenance permit issued by the County. Long-term maintenance continues in perpetuity.

C. Manner of Insuring Maintenance Responsibility

The CITY OF INKSTER has assumed responsibility for long-term maintenance of MARLUANA PROVISIONARY CENTER SWMS. The resolution by which the CITY OF INKSTER has assumed maintenance responsibility is attached to the permit as Exhibit C. MARLUANA PROVISIONARY CENTER (Rohanne Saad), through a maintenance agreement with The CITY OF INKSTER, has agreed to perform the maintenance activities required by this plan. The CITY OF INKSTER retains the right to enter the property and perform the necessary maintenance of the MARLUANA PROVISIONARY CENTER SWMS if MARLUANA PROVISIONARY CENTER (Rohanne Saad) fails to perform the required maintenance activities. To ensure that the MARLUANA PROVISIONARY CENTER SWMS is maintained in perpetuity, the map of the physical limits of the storm water management system (Exhibit A), this plan (Exhibit B), the resolution attached as Exhibit C, and the maintenance agreement between the CITY OF INKSTER and the property owner(s) will be recorded with the Wayne County Register of Deeds. Upon recording, a copy of the recorded documents will be provided to the County.

D. Long-Term Maintenance Plan and Schedule

Table 1 identifies the maintenance activities to be performed, organized by category (monitoring/inspections, preventative maintenance and remedial actions). While performing maintenance, chemicals should not be applied to the bioretention, buffer strip, or watercourses. Table 1 also identifies site-specific work needed to ensure that the storm water management system functions properly as designed.

MAINTENANCE ACTIVITIES	SYSTEM COMPONENTS	Storm Collection System (Sewers, Swales, Catch Basins, Manholes)	Manufactured treatment system	UNDERGROUND STORAGE SYSTEM	Overflow Structures & Outlet Pipe	Pavement Areas	FREQUENCY
Monitoring / Inspection							
Inspect for Sediment Accumulation		X	X	X	X		As Needed / Semi - Annually
Inspect For Floatables, Dead Vegetation & Debris		X	X	X	X		Annually & After Major Events
Inspect For Erosion And Integrity of System		X			X		Annually & After Major Events
Inspect Components During Wet weather & Compare to As-Ensured		X	X	X	X		Annually
Maintenance Access Remain Open/Clear		X	X	X	X		Annually
Preventive Maintenance							
Remove Accumulated sediments		X	X	X	X		As Needed, select areas only
Remove Floatables, Invasive & Dead Vegetation & Debris		X	X	X	X		As needed**
Re-Apply / Replace Mulch Layer							Re-Apply Every 6 Months, Replace Every 2 Years
Replace Subsurface Components (Soils, Stones, 6" Underdrain, Etc.)							Every 5 Years, or When Water Ponds More Than 6 Hours
Sweeping of Paved Surfaces						X	As Needed / Semi-Annually
Remedial Action							
Repair/Stabilize Areas of Erosion, Reseed Bare Areas		X	X	X	X		As Needed
Replace Dead Plantings, Lawn							As needed
Structural Repairs		X	X	X	X	X	As Needed
Makes Adjustments/Repairs to Ensure Proper Functioning		X	X	X	X	X	As Needed

NOTES:

PROPERTY INFORMATION: MARLUANA PROVISIONARY CENTER 20245 MICHIGAN AVENUE INKSTER, MI 48141	PROPERTY OWNER: ROHNE SAAD 28245 MICHIGAN AVENUE LLC 313-525-8810 28245 MICHIGAN AVENUE INKSTER, MI 48141 ROHNHESAAD@GMAIL.COM	ENGINEER: GK Consulting 8044 MODLEBELT ROAD GARDEN CITY, MI 48135 Phone: (313) 377-8449 GKCI@outlook.com	DATE: 08/02/2023 SHEET 1 OF 1
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PERMIT OFFICE
33809 MICHIGAN AVE
WAYNE, MI 48184
PHONE (734) 588-2774
FAX (734) 588-6386

72 HOURS BEFORE ANY
CONSTRUCTION CALL
Inspection Staff
(734) 588-2761
FOR INSPECTION



WAYNE COUNTY
DEPARTMENT OF PUBLIC SERVICES

PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN

Permit No.
M23-0068
ISSUE DATE
2/23/2023
REVIEW NO.
R23-0092

PROJECT NAME: Maintenance Permit for New Storm Water Facility- Commercial Building Marijuana Provisioning

LOCATION: 29245 Michigan Ave CITY/TOWNSHIP: City of Inkster

PERMIT HOLDER:

28215 TROWBRIDGE
INKSTER, MI 48141
Contact: Mr. Jerome Stevens

Work:
Work Est:
Mobile:
Home:

DESCRIPTION OF PERMITTED ACTIVITY (72 HOURS BEFORE YOU DIG, CALL MISS DIG 1-800-482-7161, www.missdig.org)

PERMIT TO MAINTAIN THE STORM WATER MANAGEMENT SYSTEM IN ACCORDANCE WITH THE DRAWING ATTACHED AS EXHIBIT "A", THE TERMS OF THE LONG-TERM MAINTENANCE PLAN ATTACHED AS EXHIBIT "B" AND THE WAYNE COUNTY STORM WATER ORDINANCE AND ADMINISTRATIVE RULES. A RESOLUTION FROM THE LOCAL MUNICIPALITY TO MAINTAIN THE PROPOSED STORM WATER MANAGEMENT SYSTEM AND ITS FACILITIES IS REQUIRED.

THE City of Inkster SHALL ASSUME JURISDICTION OVER AND ACCEPT RESPONSIBILITY FOR MAINTENANCE OF THE STORM WATER MANAGEMENT SYSTEM(S) TO ENSURE THAT THE STORM WATER MANAGEMENT SYSTEM FUNCTIONS PROPERLY AS DESIGNED AND CONSTRUCTED. THE PERMIT HOLDER'S RESPONSIBILITIES UNDER THIS PERMIT SHALL INCLUDE, WITHOUT LIMITATIONS, (A) ANY MONITORING AND PREVENTIVE MAINTENANCE ACTIVITIES SET FORTH IN THE PLAN; (B) ANY AND ALL REMEDIAL ACTIONS NECESSARY TO REPAIR, MODIFY OR RECONSTRUCT THE SYSTEM AND (C) OTHER ACTIVITIES OR RESPONSIBILITIES FOR MAINTENANCE OF THE STORM WATER MANAGEMENT SYSTEM AS MAY BE SET FORTH IN THE ORDINANCE, ADMINISTRATIVE RULES, THE PLAN OR THIS PERMIT.

THE City of Inkster SHALL PERFORM ALL MONITORING, MAINTENANCE, REMEDIAL AND OTHER RESPONSIBILITIES REQUIRED BY THE WAYNE COUNTY ORDINANCE, ADMINISTRATIVE RULES, THE PLAN AND THIS PERMIT, IN PERPETUITY AND AT ITS SOLE COST EXPENSE.

THE City of Inkster SHALL PREPARE, EXECUTE AND (IF NECESSARY) RECORD ANY AND ALL AGREEMENTS, CONTRACTS AND OTHER DOCUMENTS THAT MAY BE REQUIRED TO PERFORM ITS OBLIGATIONS HEREUNDER AND ENSURE MAINTENANCE OF THE STORM WATER MANAGEMENT SYSTEM IN PERPETUITY.

IF WAYNE COUNTY FINDS IT NECESSARY TO ADJUST OR RELOCATE ALL OR ANY PORTION OF THE PERMITTED STORM WATER MANAGEMENT SYSTEM, THE PERMIT HOLDER SHALL CAUSE THE ADJUSTMENT OR RELOCATION TO BE ACCOMPLISHED AT NO EXPENSE TO THE COUNTY. PRIOR TO ANY WORK BEING PERFORMED IN THE RIGHT-OF-WAY, A PERMIT SHALL BE SECURED FROM THE WAYNE COUNTY DEPARTMENT OF PUBLIC SERVICES PERMIT OFFICE.

APPROVED PLANS PREPARED BY
Applicant :

PLANS APPROVED BY
Jerome Stevens
DATE
08/19/2023

REQUIRED ATTACHMENTS

EXHIBIT A: MAP DEPICTING PHYSICAL LIMITS OF STORM WATER MGT SYSTEM
EXHIBIT B: LONG TERM MAINTENANCE PLAN
EXHIBIT C: BINDING AGREEMENT (COMMUNITY RESOLUTION)

(PERMIT VALID ONLY IF ACCOMPANIED BY ABOVE ATTACHMENTS)

In consideration of the Permit Holder and Contractor agreeing to abide and conform with all the terms and conditions herein, a Permit is hereby issued to the above named to Construct, Operate, Use and/or Maintain within the Road Right of Way, County Easement, and/or County Property. The permitted work described above shall be accomplished in accordance with the Approved Plans, Maps, Specifications and Statements filed with the Permit Office which are integral to and made part of this Permit. The General Conditions as well as any Required Attachments are incorporated as part of this Permit.

Mr. Jerome Stevens
PERMIT HOLDER NAME / AUTHORIZED AGENT

DATE

WAYNE COUNTY DEPARTMENT
OF PUBLIC SERVICES

PREPARED BY

VALIDATED BY PERMIT COORDINATOR

DATE

September 10, 2024

**Mr. Jerome Bivins
Director, City of Inkster Department of Public Services
26900 Princeton Street
Inkster, MI 48141**

Dear Mr. Bivins:

This letter is in regard to the storm water management system located at 29225 and 29245 Michigan Ave. 48141, City of Inkster (the "City"), Wayne County, Michigan (the "Property"). The Company agrees to assume certain responsibilities to maintain the storm water management system within the confines of the Property and hold the City of Inkster harmless for all maintenance.

The stormwater management system subject to this long-term maintenance agreement and the stormwater management system maintenance plan are depicted on Wayne County DPS Permit Number C23-1044 attached hereto.

Sincerely,

/s/ Rohnee Saad

**Rohnee Saad
Permit Holder Name/Authorized Agent**

PERMIT OFFICE
33809 MICHIGAN AVE
WAYNE, MI 48184
PHONE (734) 858-2774
FAX (734) 695-8356

72 HOURS BEFORE ANY
CONSTRUCTION CALL
Inspection Staff
(734) 858-2761
FOR INSPECTION



WAYNE COUNTY
DEPARTMENT OF PUBLIC SERVICES

PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN

Permit No. C23-1044	
ISSUE DATE 9/6/2023	EXPIRES 9/6/2025
REVIEW NO. R23-0092	Work Order 80576

PROJECT NAME: New Storm Water Facility- Commercial Building Marijuana Provisioning

LOCATION: 29245 Michigan Ave CITY/TOWNSHIP: City of Inkster

PERMIT HOLDER:

29245 Michigan LLC
24700 Cherry Hill
Dearborn, MI 48124
Contact: Rohanna Sead

Work: 313-525-9810
Work Ext:
Mobile:
Home:

CONTRACTOR:

Metro General Contractors, Inc.
48155 W Rd Suite 1
Wixom, MI 48393
Contact: Eve Komos

Work: 248-615-1111
Work Ext:
Mobile: 248-821-2107
Home:

DESCRIPTION OF PERMITTED ACTIVITY (72 HOURS BEFORE YOU DIG, CALL MISS DIG 1-800-482-7161, www.missdig.org)

TO CONSTRUCT A SITE STORM WATER MANAGEMENT SYSTEM CONFIRMING TO THE WAYNE COUNTY STORM WATER ORDINANCE. USING TREATMENT UNIT CASCADE CS4, UNDERGROUND DETENTION SYSTEM, OUTLET CONTROL STRUCTURES AND RISERS AND OUTLET PIPE DISCHARGING TO AN EXISTING STORM SEWER SYSTEM AS PER ATTACHED APPROVED PLANS AND/OR AS DIRECTED BY THE WAYNE COUNTY ENGINEER.

PLEASE NOTE THAT THIS PROJECT MAY NEED A PERMIT FROM MDOT.

SPECIAL CONDITIONS:

THIS PERMIT SHALL NOT BE RELEASED UNTIL A MAINTENANCE PERMIT FOR THE SITE STORM SYSTEM IS ISSUED BY THE WAYNE COUNTY PERMIT OFFICE AND SIGNED BY THE LOCAL COMMUNITY. THE CONTRACTOR SHALL OBTAIN SOIL EROSION AND SEDIMENTATION CONTROL PERMIT FROM THE WAYNE COUNTY SOIL EROSION OFFICE OR THE COMMUNITY HAVING JURISDICTION OVER THE SOIL EROSION PERMIT. PRIOR TO RELEASE OF THIS PERMIT, THE PERMIT HOLDER MUST SUBMIT A CERTIFICATE OF COMPLIANCE FROM A LICENSED PROFESSIONAL ENGINEER. REFER TO APPENDIX "A" IN THE STORM WATER PROGRAM (V3.0). PERMIT HOLDER IS RESPONSIBLE TO OBTAIN A RESOLUTION FROM THE LOCAL MUNICIPALITY TO MAINTAIN THE PROPOSED STORM WATER MANAGEMENT SYSTEM AND ITS FACILITIES. THE PERMIT WILL NOT BE RELEASED UNTIL THE RESOLUTION IS RECEIVED BY THE WAYNE COUNTY PERMIT OFFICE. PRIOR TO INSTALLATION, ALL STORM STRUCTURES AND THEIR COMPONENTS WITHIN WAYNE COUNTY'S JURISDICTION SHALL BE TESTED AND APPROVED BY THE WAYNE COUNTY TESTING OFFICE.

FINANCIAL SUMMARY

Bond Value	12,000.00
Deposit for Inspection	10,000.00
Plan Review Fee - Plan Review	720.00
Charged	
Park Fee	0.00
Permit Admin Fee - C-Permit	175.00
Other Charges 1 Fee	3,828.38
Other Charges 2 Fee	1,253.78
TOTAL PERMIT AMOUNT	27,977.16
Credit	5,000.00

DEPOSITOR

Metro General Contractors, Inc.
48155 W Rd Suite 1
Wixom, MI 48393
Bank: Chase Bank
Tender Type: Cashier's Check
Date: 09/06/2023
Check No.: 9488428354
Final Check: \$22,977.16

APPROVED PLANS PREPARED BY
Applicant:

PLANS APPROVED BY
Basema Gawli
DATE
08/08/2023

REQUIRED ATTACHMENTS
Approved Plans, General Conditions, Indemnity
and Insurance Attachment, Rules, Specifications
and Procedures for Permit.

In consideration of the Permit Holder and Contractor agreeing to abide and conform with all the terms and conditions herein, a Permit is hereby issued to the above named to Construct, Operate, Use and/or Maintain within the Road Right of Way, County Easement, and/or County Property. The permitted work described above shall be accomplished in accordance with the Approved Plans, Maps, Specifications and Statements filed with the Permit Office which are integral to and made part of this Permit. The General Conditions as well as any Required Attachments are incorporated as part of this Permit.

For: Rohanna Sead
Rohanna Sead
PERMIT HOLDER NAME / AUTHORIZED AGENT

9-6-23
DATE

WAYNE COUNTY DEPARTMENT
OF PUBLIC SERVICES

I.B.
PREPARED BY

Eve Komos
Eve Komos
CONTRACTOR NAME / AUTHORIZED AGENT

9-6-23
DATE

Andy
VALIDATED BY PERMIT COORDINATOR

9/6/2023
DATE



Wayne County Department of Public Services
Engineering Division - Permit Office
Conditions & Limitations of Permits

Plan Approval and Specifications: All work performed under the permit shall be done in accordance with the approved plans, specifications, notes, statements and special conditions filed with the County and shall comply with Wayne County Specifications, as defined in the current *Wayne County Rules, Specifications and Procedures for Permit Construction*, included as an attachment to this permit, the *Wayne County Standard Plans for Permit Construction*, and the *MDOT Standard Specifications for Construction*, as modified by WCDPS Special Provisions, and other WCDPS specifications. Any situation or problem which occurs as a result of the construction operation, whatsoever maintenance of the facility in the right-of-way and is not covered by the approved plans or by the County's current Standards and Specifications shall be resolved by the Permit Holder as directed and approved by the Permit Office. Any significant change to the plans must be approved by the Permit Office and is authorized only when an approved addendum is developed from the Permit Office.

Fees: The Permit Holder shall be responsible for all fees and costs incurred by the County in connection with the permit; and shall deposit payment for fees and costs as determined by the County at the time the permit is issued.

Bond: The Permit Holder shall furnish a bond in cash or Certified check in an amount acceptable to the County to guarantee performance under the terms of the permit. The County may use all or any portion of the bond which shall be necessary to cover any expense, including inspection costs or damage incurred by the County through the granting of the permit. Should the bond be insufficient to cover the expense and damage incurred by the County, the Permit Holder shall pay such deficiency upon billing by the County. If the bond amount exceeds the expense and damage incurred by the County, the excess portion will be returned to the Permit Holder. The amount performance bond provided for herein, when it cannot be returned, shall be deposited into the County Road Fund and become a part thereof, unless claimed by the Depositor within one year of the date of maturity completion of the construction authorized by the permit.

Insurance: The Permit Holder shall furnish proof of liability and property damage insurance in the form and amounts acceptable to the County with Wayne County named as an insured party. The Permit Holder shall maintain the insurance until the permit is returned, revised or cancelled by the County.

Indemnification / Hold Harmless Sub-Sector: Indemnify to all Permit Holders except Municipalities Sub-Sector 2 herein applies to Municipalities only.

To the extent allowed by law, the Permit Holder shall indemnify, hold harmless and defend Wayne County, its Department of Public Services, its officials and employees against any and all claims, suits and judgments to which the County, its Department, its officials and employees may be subject and for all costs and actual attorney fees which may be incurred on account of injury to persons or damage to property, including property of the County, whether due to negligence of the Permit Holder or to the joint negligence of the Permit Holder and the County, arising out of any and all work performed under the permit, in connection with work not authorized by the permit, or resulting from failure to comply with the terms of the permit or arising out of the continued existence of the work product that is the subject of the permit. This hold harmless provision shall not be construed as a waiver of any governmental immunity by the County.

2. To the extent allowed by law, the Municipality as Permit Holder shall hold harmless and defend Wayne County, its Department of Public Services, its officials and employees, for the Municipality's own negligence, tortious acts, errors, or omissions, and the acts, errors, or omissions of any of its employees, on account of injury to persons or damage to property, including property of the County, arising out of any and all work performed under the permit, or in connection with work not authorized by the permit, or resulting from failure to comply with the terms of the permit or arising out of the continued existence of work product that is the subject of the permit. Sub-section 1 above applies to contractors, subcontractors, consultants or agents of the Municipality. This hold harmless provision shall not be construed as a waiver of any governmental immunity by the County or the Municipality's, as provided by statute or modified by court decision.

Permit on file. The Permit Holder shall keep available a copy of the permit and any interested approved plans on file during permitted activities.

Notification for Start and Completion of Work: The permit shall not become operative until it has been fully executed by the County. The Permit Holder shall notify the County before starting construction and shall notify the County when work is completed. The Permit Holder or their representative shall have copies of the executed permit and approved plans in their possession on the job site at all times.

1. The Permit Holder shall provide at least 72 hours advance notice, excluding Saturdays, Sundays and holidays, to the Permit Office prior to the commencement of any permitted activity by submitting a ST ART OF WORK NOTIFICATION form by mail, fax or e-mail. In certain instances, additional notice may be required by the Permit Office. In the event that construction work commences for a period of time, then the Permit Holder shall notify the Wayne County Engineer at least 24 hours prior to resuming work.

2. The Permit Holder shall comply with all requirements of the Motor Vehicle Code, MCL 490.701 et seq., as amended. The Permit Holder shall call "MISS DIG", at (800) 482-7161, at least 72 hours, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work. The Permit Holder assumes all responsibility for damage to or interruption of underground utilities.

3. The Permit Holder shall call Wayne County Department of Public Services' Traffic Operations Office at (734) 933-2134, at least 72 hours prior, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work in the vicinity of any traffic signal equipment owned, operated or maintained by Wayne County.

Safety: The Permit Holder agrees that all work under the permit shall be performed in a safe manner and to keep the area affected by the permit in a safe condition until the work is completed and accepted by the County. The Permit Holder shall furnish, install and maintain all necessary traffic controls and protection which are in accordance with the current Manual on Uniform Traffic Control Devices (MUTCD). The Permit Holder shall conduct all activities and maintain all facilities in a manner so as not to damage, impair, interfere with, or obstruct a public road or create a foreseeable risk of harm to the traveling public. The Permit Holder shall comply with all applicable OSHA and MSHA requirements.

Underground Utilities: The Permit Holder shall contact all utility owners regarding their facilities prior to starting work and shall comply with all applicable provisions of Act 31, Public Act of 1974, as amended. Wayne County makes no warranty either express or implied as to the correctness or availability of subsurface conditions or any existing facility which may be encountered during an excavation. The presence or absence of utilities is based on the best information available and the County is not responsible for the accuracy of this information. The Permit Holder assumes all responsibility for the interruption and damage to underground utilities. The Permit Holder is responsible for proper disposal, in accordance with current regulations, of any material excavated from within the right-of-way. Such materials include, without limitation, soil or groundwater contaminated by petroleum products or other pollutants associated with areas identified by the MDOT or reported on appropriate release forms for underground storage tanks.

Liability: The permit is neither transferable nor assignable without the written consent of the County.

Limitation of Permit: The Applicant and the Permit Holder shall be responsible for obtaining and shall secure any permits or permissions necessary or required by law from State, Federal or other local governmental agencies and municipalities, corporations or individuals. These include, without limitation, those pertaining to drains, inland lakes and streams, wetlands, woodlands, flood plains, filling, water regulation and hours of operation. A license of Other Vehicles. The Permit Holder shall, at all times possible, maintain a minimum of one acceptable access to all abutting occupied properties, driveways and all streets unless otherwise specified on the approved plans. The Permit Holder shall notify all owners or occupants of properties whose access may be temporarily disrupted during the permitted work. The local police, fire or emergency services agencies shall define acceptable access. The Permit Holder shall provide signage and other improvements necessary to ensure adequate access until the roadway, driveway or side street is restored. The Permit Holder shall conduct all operations so as to minimize inconvenience to abutting property owners. Wayne County reserves the right to reasonably restrict the progress of work by the Permit Holder based on the rate of roadway and right-of-way restoration, including permanent or temporary closures. Wayne County may require that work be suspended until satisfactory reconditioning of open trenches or excavations has been completed and driveways, side streets and drainage restored.

Restoration: The Permit Holder agrees to restore the County road and road right-of-way, County drain network or County park property to a condition equal to or better than its condition before work under the permit begins. If the Permit Holder fails to satisfactorily restore the permitted work area, Wayne County may take all practical actions necessary to provide reasonably safe and convenient public travel, preservation of the roadway and drainage protection of soil erosion and sedimentation, and elimination of obstacles to abutting property owners caused by the permitted activity. Security in the form of cash, a certified check or surety bond shall be required to ensure the cost of restoring the disturbed portion of the right-of-way to an acceptable safe condition. The amount of the security shall be determined by the Permit Office in the event that a suspension of work will be permitted or that the work will not be completed by the Permit Holder, the Permit Holder shall restore the right-of-way to a condition similar to the condition that existed prior to issuance of the permit.

Acceptance: Acceptance by the County of work performed does not relieve the Permit Holder of full responsibility for work performed or the presence of the permitted facility. The Permit Holder acknowledges that the County has no liability for the presence of the Permit Holder's facility located within the County road right-of-way, County drain network or County park property.

Permit Expiration and Extension of Term: All work authorized by the permit shall be completed to the satisfaction of the Permit Office on or before the expiration date specified in the permit. Any request for an extension of time for completion shall be on a completed County form and shall demonstrate good cause for granting the request. Additional requirements may be imposed as a condition of an extension of time due to seasonal limitations or other considerations. These additional requirements may include, without limitation, changes to materials or construction methods, establishment of tree bands, deposits and insurance requirements.

Responsibility: The design, construction, operation and maintenance of all work covered by the permit shall be at the Permit Holder's expense with the exception that the Permit Holder will not be responsible for maintaining road viewings or sight triangles which become part of the County roadway.

Revocation: The permit may be suspended or revoked at the will of the County. Upon order of the County, the Permit Holder shall surrender the permit, cease operations and remove, alter or relocate, at their expense, the facilities for which the permit was granted. The Permit Holder expressly waives any right to claim damages for compensation resulting from the revocation of the permit.

Violation: The County may declare the permit null and void if the Permit Holder violates the terms of the permit. The County may require immediate removal of the Permit Holder's facilities and cessation of the County property, or the County may remove the facilities and restore the County property at the Permit Holder's expense. The Permit Holder agrees that in the event of a violation of the terms of the permit or in the event the work authorized by the permit is not satisfactorily completed by the permit expiration date, the County may use all or any portion of the performance bond to restore the County road right-of-way, drain network, wastewater facility or park property as necessary for reasonably safe and efficient operation and maintenance, or to establish extraordinary maintenance procedures as required to ensure reasonably safe and efficient operation of the County facility.

Inspection and Testing of Materials: Wayne County reserves the right of inspection and the testing of materials by its authorized representatives of all permitted activities and/or activities within the road right-of-way, County owned property or within a County drain network. All items identified by the final inspection shall be resolved prior to release of the permit. All materials and methods utilized during the course of the authorized work shall meet the requirements of the current MDOT Standard Specifications for Construction as modified by Wayne County Special Provisions, Standard Plans for Permit Construction and this manual. The Permit Holder shall reimburse Wayne County for all required inspections and testing of materials.

Design: The Permit Holder is fully responsible for the design of the permitted facility, such that the design shall be consistent with all applicable County standards, specifications, guidelines, requirements and with good engineering practice. Any error in the plans that becomes evident after the issuance of a permit, and which changes the scope of permitted work, are subject to review and may be grounds for revocation of the permit. The Permit Office will not relieve the Permit Holder of the responsibility of correcting errors, omissions, or omissions due to oversight or unforeseen contingencies such as faulty drainage, poor subsoil conditions or the failure of the Permit Holder's engineer to show all the related or pertinent conditions (inside or outside the plan area).

Drainage: Drains shall not be altered to flow into the road right-of-way or road drainage system unless approved by Wayne County.

Permit Holder Compliance: The Permit Holder shall abide by the conditions and limitations contained on the permit and all other conditions found within the WCDPS Rules, Specifications and Procedures for Construction Permit. The approval of any work undertaken under the permit shall constitute the Permit Holder's agreement to the provisions.

REQUEST FOR COUNCIL ACTION

To: Byron Nolen, Mayor

Date: September 10th, 2024

From: Derek Dowdell,
Community Development Director

Date for Council Consideration: September 16, 2024

ACTION REQUESTED: Consider approval to purchase one (1) vacant parcel (Case # LD24-44) The parcel is located on the north side of New York street between Notre Dame Street and Yale Street. Parcel ID: 44022010527002 for \$1500 Please see Attached (Wayne County Public Records). Property is next to buyer's home. He wants to extend his property lines.

Current Action X Emergency Future

Funds Budgeted: If Yes X Account # 101.721.673.130 No N/A

Mayor's Approval Byron H. Nolen

BACKGROUND INFORMATION

Wayne B. Hollins has made an application to purchase one (1) vacant parcel located on New York street on the north side of the street between Notre Dame & Yale Street. The Parcel ID is 44022010527002.

The vacant parcel is next to buyer's home, and applicant wishes to extend his property lines.

SCOPE OF SERVICES

Preparation and execution of purchase agreement, quit claim deed, property transfer affidavit, and recording the deed. It is highly recommended by the Planning Division that the applicant must complete a title search of the property.

JUSTIFICATION

The parcel is in the zoning district R-1B (One Family Residential)

PROJECT OR IMPROVEMENT TASK

1. Develop a plan to address the City's current debt and legacy costs.
2. Improve and promote the image of Inkster.

COST

The Applicant is offering a total purchase price of \$500.00

RESOLUTION

Authorization is hereby given for the sale of one (1) Vacant Parcel subject to the following conditions:

Complete closing on the property within thirty (30) days by paying the balance of the price of the sale (\$400.00), paying the cost of recording the deeds (\$15.00 each), entering into a purchase agreement and executing a property transfer affidavit.

Finally, it is highly recommended that the applicant completes a title search of the property.

Resolved by _____

Seconded by _____

Yes:

No:

Absent:



Wayne County Public Records - Full Detail Report

Location & Ownership

Property Address: 27334 Rose York Suburban, Michigan, 48141
 City/Town/Zip: 48141
 Owner Name: City Of Suburban
 Employer Address: 38318 Trowbridge Street Suburban, Michigan, 48141-3479
 City/Town/Zip: Suburban, Michigan, 48141-3479
 City/Village/Town: Suburban
 Subdivision: WESTWOOD SUB OF VAN ALSTINE
 PLS Area: 95000 - Suburban
 Legal Description: 3825379 S28 E 1/4 OF LOT 127 ALSO LOT 128 ALSO S 1/2 ADJ VEC ALLEY WESTWOOD SUB OF VAN ALSTINE FROM T2S 118E L40 P29, 30 W/4

Property ID: 048220190379023

Lot/Comp: 42,267,513 / 483,300,000

Common Tract: 5769

Block Group: 5769

School District: Westwood

Property Category: Vacant/Land

Land Use: 483 - RESIDENTIAL VACANT

483 - RESIDENTIAL VACANT

Taxes

Year	Assessment	Total Ad Val	Ad Val Tax	Amount	INT	Tot. Seasonal
2013	W	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2013	S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2013	W	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2013	S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2013	W	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2013	S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2013	W	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2013	S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2013	W	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2013	S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2013	W	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2013	S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2013	W	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2013	S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Assessments

Year	Taxable Val	State Ex Val	Assessed To	YR Taxes
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Property Information

Exemptions	Exemption	Record Date	Grand Total	State/Police	Special Taxes	Other/Phone
None	None	01/01/2013	06/31/2013	\$2,894	0.00	0.00

Other Information

Utilities	Amount	Due Date	Amount	Due Date	Other/Phone
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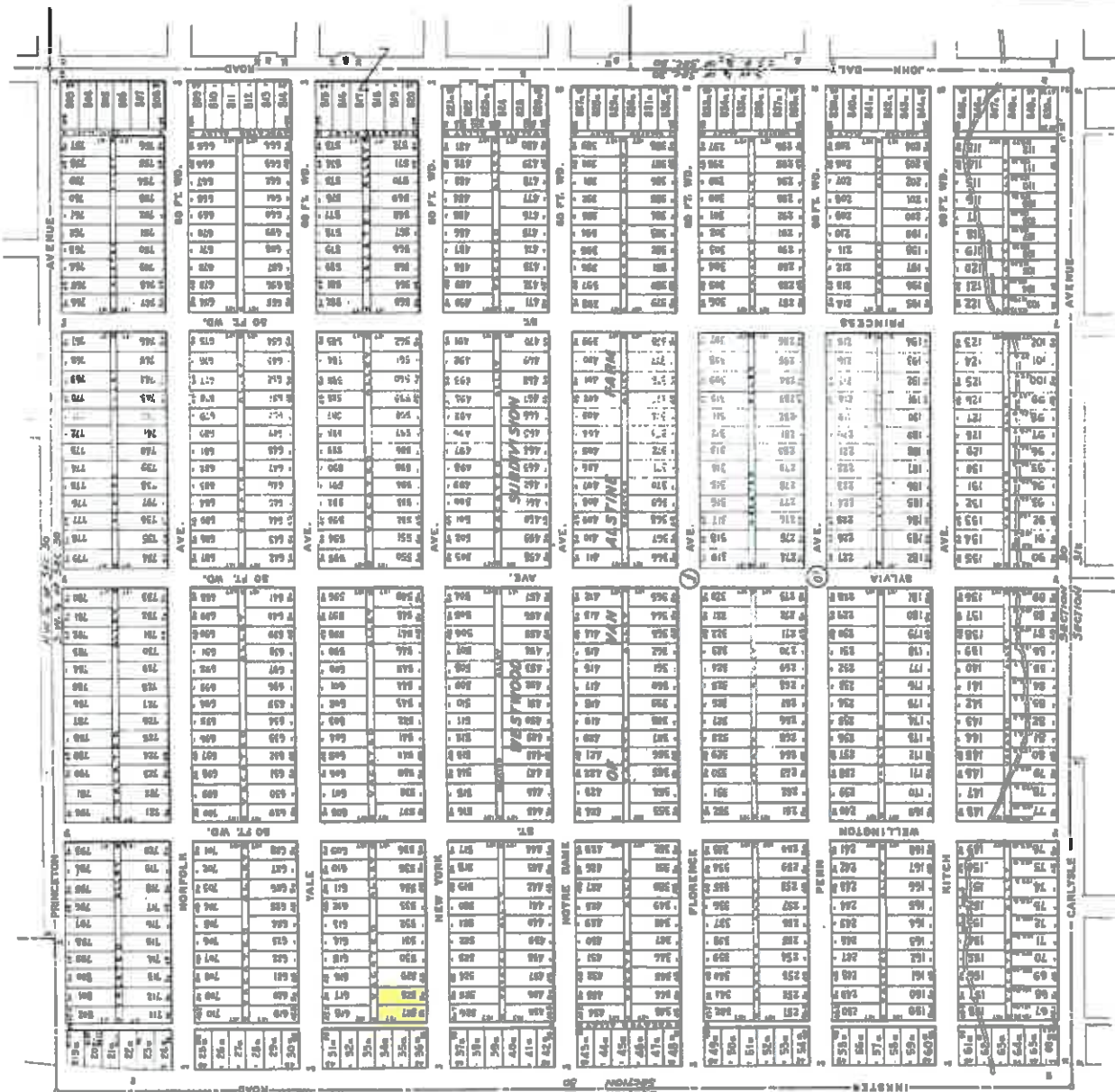
Living Area Sq Ft	640	Bedrooms	1.0
Basement Sq Ft	1925	Bathrooms	4.00
Year Built	1925	Pool	480
Architectural Level	3 Many	Garage Year Built	480
Style	Forward Air	Garage Sq Ft	480
Roofing	Forward Air	Gas Service	480
#1 North Connections	4	Storm Sewer	480
#2 North Connections	4	Land Connection	480
Topography	Irregular	Land Sq Ft	480
		Acres	0.11

Search for MLS Listings

CHECKLIST: LAND SALE/PURCHASE CITY-OWNED VACANT PROPERTY

Address: Vacant Lot on New York

[illegible]

[illegible]

CITY OF INKSTER PURCHASE AGREEMENT

This Purchase Agreement, dated and made effective as of this 3rd day of September 2024 by and between the City of Inkster, a Michigan Municipal Corporation, located at 26215 Trowbridge, Inkster, Michigan 48141, ("Seller") and Wayne Hollins, located at 26973 Andover Inkster, Michigan 48076, ("Purchaser"):

The undersigned purchaser, hereby agrees to purchase the following land situated in the City of Inkster, Wayne County, Michigan described as follows:
30J527B 528 E 1FT OF LOT 527 ALSO LOT 528 ALSO S 1/2 ADJ VAC ALLEY WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR

44022010527002
Parcel ID:

IN CONSIDERATION OF THE COVENANTS and AGREEMENTS contained in this Purchase Agreement, the parties hereto agree as follows:

CONDITIONS SUBSEQUENT TO THE SALE OF PROPERTY

1. All property taxes must be kept current on the Property.
2. Within 15 days of the closing, the Buyer must secure the Property and ensure that all debris, trash or other materials have been removed from the outside yard area and that the grass, yard, shrubs, plantings, etc have been trimmed or removed.
3. Within 180 days of closing, the Buyer must apply for and receive a Final Certificate of Occupancy for any structure on the property (if applicable).
4. The Property shall comply with all other local ordinances regarding property maintenance and conditions.
5. The failure of the Purchaser to comply with these conditions or to cure the default within 30 days of written notice of the failure to comply may result in the City filing a reverter action in Wayne County Circuit Court seeking to rescind the purchase and requesting that title to the Property revert to the City. In addition to losing title to the Property, the Purchaser shall forfeit the purchase price for the Property.

SALE OF PROPERTY

1. The Seller will execute a Quit Claim for the aforementioned property, within 30 days of approval by the Inkster City Council. Upon Closing of the aforesaid property, a Quit Claim Deed will be provided to the Purchaser by the Seller for recording at the Wayne County Register of Deeds at the Purchaser's expense.
2. The aforementioned property is sold in "As Is Condition" and the Seller makes no warranties, representations or guarantees as to the condition of the aforementioned property. This provision also applies to property identified as condemned, dangerous, or uninhabitable.
3. The Purchaser, at its own expense, shall be responsible for obtaining a policy of title insurance, hazard insurance and all necessary permits to bring the property into compliance with all applicable local and state laws, any and all required licenses and a Certificate of Occupancy (if required).
4. The Purchaser shall complete closing within 30 days by paying the balance of the price of the sale, paying the cost of recording the deed and executing a property transfer affidavit.

PURCHASE PRICE

1. The Purchaser shall pay the Sum of Five Hundred DOLLARS (\$500.00) USD for the aforesaid property, as follows:
2. Down payment of One Hundred --00/DOLLARS (\$100.00) USD

3. The remainder of the purchase price of Four Hundred --00/DOLLARS (\$ 400) USD shall be paid by CERTIFIED CHECK OR MONEY ORDER, made payable to: THE CITY OF INKSTER, 26215 Trowbridge, Inkster, MI 48141.

CLOSING

1. Closing on the aforesaid property shall take place at the City of Inkster offices located at 26215 Trowbridge, Inkster, MI 48141 within 30 days of Council approval of this Purchase Agreement.
2. Purchaser shall remit the balance of purchase price by CERTIFIED CHECK OR MONEY ORDER at the time of closing.

ADDITIONAL CONDITIONS (If Any):

If offer is not accepted the deposit will be refunded.

Purchasers Initials: WH

Sellers Initials: _____

PURCHASER:

By: Wayne Hollins L.S. 09-05-2024

By: Wayne B. Hollins L.S.

Its: Investor

Purchaser's Address: 26973 Andover
Inkster, Michigan 48141
Telephone No: 313-903-3141

IN PRESENCE OF:

Murray's Real Estate Services LLC

Stephanie Taylor & Peggy Bishop

313 478-8526 734 306-1066

Dated: Stephanie Taylor

09-05-2024

ACCEPTANCE TO THE OFFER ABOVE BY THE NAMED SELLER: The foregoing offer is accepted in accordance with the terms stated.

SELLERS:
CITY OF INKSTER

By: _____ L.S.

Its: _____

Seller's Address: 26215 Trowbridge
Inkster, MI 48141
Telephone No: 313-563-4232

IN PRESENCE OF:

Dated: _____

The undersigned Purchaser hereby acknowledges the receipt of the Seller's signed acceptance of the foregoing Purchase Agreement.

Dated: _____ X _____ L.S.
Purchaser

Dated: _____ X _____ L.S.
Purchaser

NOTICE: IT IS RECOMMENDED THAT ALL PARTIES TO THIS PURCHASE AGREEMENT SEEK THE ASSISTANCE OF A LAWYER OR OTHER QUALIFIED PERSON.



INSTRUCTIONS FOR REAL ESTATE AGENTS FOR APPLICATION TO PURCHASE CITY-OWNED PROPERTY

- Step 1: Determine City ownership through the Assessor, Property Records Division, or a City of Inkster For Sale Properties list. **If the property is zoned for commercial or industrial use, please contact 313-563-9760 to schedule an appointment.**
- Step 2: Obtain the legal description through the Assessor or Property Records Division.
- Step 3: **Complete** the "Application to Purchase City-owned Property". **(Required)**
- Page 1: requests information about the applicant, intended use, and the property.
- Purchase Offer:** Indicate the dollar amount of the offer.
Inkster City Council reserves the right to reject any Offer to Purchase.
- Page 2: Letter of Good Standing.
- Page 3: Affidavit to Secure Certificate of Occupancy or File Vacant Property Registration.
- Required Attachments:** Attach the following documents to the application –
- Comparable Prices**
 - Plat map identifying the property(s)**
 - Aerial map identifying and outlining the property(s)**
 - List of repairs needed**
 - Certified check or money order in the amount required for good faith deposit listed below.**
- Good Faith Deposits:**
- ☐ Vacant, residential lots – requires minimum \$100.00 deposit per lot.
 - ☐ Vacant commercial or industrial lots – Price to be determined. Applicant must submit concept and building plans during a scheduled meeting with the Planning Division for approval of plans.
 - ☐ Residential and commercial structures – requires a minimum of \$600.00. Application must be accompanied by concept and building plans if commercial.
- NOTE: **All City property is sold "AS IS"**
- Step 4: Submit **completed** application and attachments via e-mail to sjohnson@cityofinkster.com and provide original application along with attachment to the Planning Division. Applications are due by the first business day of the week of each month.

Upon receipt of completed application, a pre-sale inspection will be performed by the City. This inspection is not all-inclusive and does not include a Certificate of Occupancy. A separate inspection scheduled and paid for by the owner or purchaser will be required prior to occupancy.

A final meter read will be performed by the City after closing of the sale has been scheduled.



Deposit/Administrative Fee Received _____
Date Received _____
Case # _____

CITY OF INKSTER
APPLICATION TO PURCHASE CITY-OWNED PROPERTY

APPLICANT INFORMATION (Please Print Clearly)

Applicant's Name Wayne B Hollins

Applicant's Address 26973 Andover Inkster, Michigan 48141

Applicant's Phone Number: 313-903-3141

Proposed Owner's Name (as indicated on deed): Wayne B Hollins

PROPERTY INFORMATION -- Purchase Offer \$500.00

Property Location: on North side of New York Street/Avenue

Between Notre Dame Street/Avenue and Yale Street/Avenue

Tax ID, Legal Description, and Address if Structure 44022010527002

30J527B 528 E 1FT OF LOT 527 ALSO LOT 528 ALSO S 1/2 ADJ VAC ALLEY WESTWOOD SUB OF VAN
ALSTINE FARM T2S R10E L40 P29, 30 WCR

Parcel Size: (Width) 51 X (Length) 135 Current Zoning Residential

☐ Additional Parcels/Lots (attach Request for Additional Property Form)

Summary of Proposed Use: Additional Land next to property (Expand Yard)
Use additional sheets as needed

I understand and accept as evidenced by the good-faith deposit of \$100.00 for the offer to purchase city-owned property. I also understand that the offer to purchase is subject to acceptance and approval by the City of Inkster City Council. I further understand that the Council can reject the offer in the best interest of the City, but that acceptance of this offer binds me to the specific use of the property as provided by the codes and ordinances of the City.

NOTE: All City-owned property is sold "AS IS". The City is not responsible for clear title.

Wayne Hollins
Applicant's Signature

09-05-2024
Date

Stephanie Taylor 09-05-2024
Broker's Name



LETTER OF GOOD STANDING

Date: 09-05-2024

In accordance with the City of Inkster Land Sale policy designed to ensure a buyer's ability to develop, use and maintain City-owned property in a manner acceptable to the City, the City of Inkster must verify that the buyer is in "good standing". Good standing means that the buyer(s) is/are not delinquent in real or personal property taxes, water assessments or other property-related assessments with the City of Inkster. Property-related assessments may include, but are not limited to, board-up charges, clean-up charges, weed cutting charges and other miscellaneous property maintenance charges. In addition, the buyer shall not own property that is being foreclosed upon, abandoned or otherwise code-deficient and all properties owned by the buyer must have a valid certificate of occupancy. The buyer shall not own any unsafe structures and is shall not be in default of a previous Purchase Agreement with the City.

I Wayne Hollins (buyer's printed name), certify having read, understand and agree to the aforementioned statement on the meaning of "Good Standing."

I Wayne Hollins (buyer's signature), certify that I am in "Good Standing" with the City of Inkster.

AFFIDAVIT

44022010527002 (Vacant Parcel on New York St Inkster, Michigan 48141)

I, Wayne Hollins, have read the requirements for the purchase of the above-noted property and hereby agree to notify city of Inkster Planning Division, Zoning, Engineering and Building Departments regarding all requirements to build a residential dwelling if applicable. And once purchase pay taxes on time and keep parcel clean from any debris and maintain lawn maintenance.

•

Wayne Hollins

Printed Name

Title

Wayne Hollins

09-05-2024

Signature