



**CITY OF ROMULUS – CITY COUNCIL
REGULAR MEETING AGENDA
July 5, 2022
7:30 PM**

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

Pledge of Allegiance

Roll Call

- 1. Agenda**
 - A. Approval of Agenda
- 2. Minutes**
 - A. Approval of Minutes from the Regular Meeting held on Monday, June 27, 2022, at 7:30 p.m.
 - B. NO SPECIAL MEETINGS WERE HELD ON MONDAY, JUNE 27, 2022.**
- 3. Petitioner**
 - A. **Petitioner(s)**: Stan Gordon & Louisa Pastula **Petition**: Repairs w/i Creekside HOA
- 4. Chairperson's Report, John Barden, Mayor Pro-Tem**
 - A. Approval of the Chairperson's Report
- 5. Mayor's Report – Robert A. McCraight, Mayor**
 - A. Employee Health Care Plan and Trust Committee
 - B. Arts Council and Commission - Re-appointments and Appointment
 - C. Sole Source Styker ProCare Services
- 6. Clerk's Report – Ellen L. Craig-Bragg, Clerk**
- 7. Treasurer's Report – Stacy Paige, Treasurer**
- 8. Public Comment** - Citizens are to limit their comments to three (3) minutes. All citizens wishing to speak will be heard.
- 9. Unfinished Business**
- 10. New Business**
- 11. Communication**
- 12. Adjournment**



RULES REGARDING THE PUBLIC ADDRESSING A CITY MEETING

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

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

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



City of Romulus

Agenda

Council Meeting Held: **July 5, 2022**

Item No. A.

General Description: Approval of Agenda

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Minutes

Council Meeting Held: **July 5, 2022**

Item No. A.

General Description: Approval of Minutes from the Regular Meeting held on Monday, June 27, 2022, at 7:30 p.m.

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



MINUTES OF THE REGULAR ROMULUS CITY COUNCIL MEETING

June 27, 2022

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

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

Pledge of Allegiance

Roll Call

Present: Kathy Abdo, John Barden, Celeste Roscoe, Tina Talley, William Wadsworth, Virginia Williams

Absent / Excused: Eva Webb

Administrative Officials in Attendance:

Robert McCraight, Mayor

Stacy Paige, Treasurer

Administrative Staff in Attendance:

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

Roberto Scappaticci - DPW Director

1. Agenda

- A. Moved by **Abdo**, seconded by **Talley** for Approval of the Agenda.

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

Nays - None

Motion Carried Unanimously.

2. Minutes

- A. **Res. # 22-162** Moved by **Wadsworth**, seconded by **Talley** to approve the Minutes from the Regular Meeting held on Monday, June 13, 2022, at 7:30 p.m.

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

Nays - None

Motion Carried Unanimously

- B. **Res. #22-163** Moved by **Kathy Abdo**, seconded by **Celeste Roscoe** to approve the Minutes from the Special Meeting - Study Session and Public Hearing held on Monday, June 13, 2022, at 6:00 p.m. and 7:00 p.m. to discuss the Brownfield Plan Proposal from Ashley Capital.

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

Nays - None

Motion Carried Unanimously

3. Petitioner - None

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

Res. #22-164 Moved by **William Wadsworth**, seconded by **Celeste Roscoe** to adopt a resolution celebrating the 65th Anniversary of Sheldon and Gloria Chandler.

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

Nays - None

Motion Carried Unanimously

Res. #22-165 Moved by **William Wadsworth**, seconded by **Celeste Roscoe** to adopt a resolution celebrating the 55th Anniversary of William and Virginia Wadsworth.

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

Nays - None

Motion Carried Unanimously

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

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

Nays - None

Motion Carried Unanimously

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

- A. **Res. # 22-166** Moved by **Kathy Abdo**, seconded by **Virginia Williams** to concur with the Administration to approve and reappoint Terrell Bird, Sheldon Chandler, William Crane, Mark Lewkowicz, Lucinda Rhoton, vigil Varner, and Gerald Wendland to the Historical Commission with terms to expire on December 29, 2023.

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

Nays - None

Motion Carried Unanimously

- B. **Res. # 22-167** Moved by **Celeste Roscoe**, seconded by **William Wadsworth** to concur with the Administration and authorize the Mayor and Clerk to enter into the contract with Campbell Inc. to install new controls for the HVAC systems of the following facilities: DPW, Library, City Hall, Old Court, Police Department, and Fire State 4 at a cost of \$104,369.00.

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

Nays - None

Motion Carried Unanimously

- C. **Res. #22-168** Moved by **Tina Talley**, seconded by **Celeste Roscoe** to concur with the Administration and authorize the Mayor and Clerk to enter into the Dorsey College EMS Division Clinical Training Affiliation Agreement between Romulus Fire Department and Dorsey College to provide clinical training experience for Dorsey College emergency medical students.

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

Nays - None

Motion Carried Unanimously

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

- A. **Res. #22-169** Moved by **Celeste Roscoe**, seconded by **Tina Talley** to concur with the recommendation of the Romulus Brownfield Redevelopment Authority and adopt the Brownfield Redevelopment Plan Proposal for - Romulus Distribution Center 2, LLC., 36775 Ecorse, 36411 Ecorse and Parcel Numbers 80-030-99-0006-700 and 80-028-99-0012-703 in the City of Romulus, within which the Authority shall exercise its powers, all pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended based on the findings of the public hearing held on Monday, June 13, 2022.

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

Nays - None

Motion Carried Unanimously

Res. #22-170 Moved by **Celeste Roscoe**, seconded by **William Wadsworth** to adopt a resolution for the Brownfield Reimbursement Agreement for - Romulus Distribution Center 2, LLC., 36775 Ecorse, 36411 Ecorse and Parcel Numbers 80-030-99-0006-700 and 80-028-99-0012-703 in the City of Romulus for the terms stated in the agreement and contingent upon the receipt of funds in the amount of \$12,500.00 for the purpose of covering costs for AKT Peerless to review the Act 381 Work Plan and the first reimbursement request of eligible costs.

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

Motion Carried Unanimously

7. Treasurer's Report – Stacy Paige, Treasurer

Treasurer Paige reminded residents that summer tax bills would be mailed this week and to contact her office with any questions. She informed the Council that a spreadsheet on outstanding personal property taxes was emailed to each member.

8. Public Comment

A member of the public addressed the City Council.

9. Unfinished Business - None

10. New Business - None

11. Warrant

- A. Res. #22-171** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve Warrant #: 22-12 for checks presented in the amount of \$706,560.59.

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

Motion Carried Unanimously

12. Communication

Councilperson Talley commented on past city events and announced upcoming city/community events.
Councilperson Williams reminded residents that Forgotten Harvest will be at the Romulus High School every Tuesday at 10:00 a.m. and to contact her with questions regarding the Forgotten Harvest program.

13. Adjournment

Moved by **William Wadsworth**, seconded by **Celeste Roscoe** to adjourn the meeting at 8:14 p.m.

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

Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan do hereby certify the foregoing to be a true copy of the minutes of the regular meeting of the Romulus City Council held on June 27, 2022.



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



City of Romulus

Petitioner

Council Meeting Held: **July 5, 2022**

Item No. A.

General Description: **Petitioner(s):** Stan Gordon & Louisa Pastula **Petition:** Repairs w/i Creekside HOA

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

From: noreply@civicplus.com
To: [Clerk Mailbox](#); [Mayor](#); [Barden, John](#)
Subject: Online Form Submittal: Council Agenda Request Form
Date: Wednesday, June 29, 2022 4:04:49 PM

Council Agenda Request Form

Today's Date	6/29/2022
Proposed Agenda Date	7/5/2022
Name of person(s) proposing item	STAN GORDON
Title	President
Name of Business/Organization (if applicable)	Creekside HOA
Address	16657 Jessica Lane
City	Romulus
State	Michigan
Zip Code	48174
Contact Number	313-207-7532
Email Address	S1v1gordon@yahoo.com
(Section Break)	
Item request is for:	Action Item
Description/Summary	Repairs to all damaged properties, sidewalks completed Retention Pond/sewers/drains infrastructure repaired and upgraded on Brandt and flooded back yards. Addition of drains in yards that need them due to new homes being added resulting in flooding that never occurred before. Installation of promised pass lanes onto Pennsylvania at Brandt intersection.
Does the subject concern a City Department?	Yes
If so, please include the name of the department(s)	Building

Does the subject
concern a City
Ordinance?

Yes

If so, please include
the Ordinance name or
number:

VIII 8-37 THRU 8-49

Have you addressed
your issues(s) with
city/administrative
staff?

Yes

What is your desired
outcome?

All requested items be completed by October 1st 2022 before
any escrow monies are distributed back to Infinity Homes.

(Section Break)

Disclaimer

This request must be submitted to the City Clerk no later than the Wednesday prior to the City Council meeting. Council meetings are held on the 1st, 2nd and 4th Mondays at 7:30 p.m. Items submitted after this deadline will be scheduled for the following City Council meeting.

If presenting any handouts or documents pertaining to the topic, please plan to provide at least 12 copies.

If using other forms of media (PowerPoint Presentation, and/or Flash Drive), the final version must be submitted to the Clerk's office, before the Council meeting.

Electronic documents can be emailed to Clerk@romulusgov.com or you may utilize the upload tool below.

According to City Council policy, it is mandatory that the petitioner be present to be heard by Council.

Matters pertaining to personnel, litigation, and violations of laws and ordinances are excluded from the agenda. Rules of decorum as provided on the back of the Council meeting agenda will be observed.

Upload Supporting
Documents

Field not completed.

(Section Break)

Electronic Signature
Agreement

I agree.

Electronic Signature

Stan Gordon

Date Signed

6/29/2022

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Clerk Mailbox](#); [Mayor](#); [Barden, John](#)
Subject: Online Form Submittal: Council Agenda Request Form
Date: Wednesday, June 29, 2022 3:22:06 PM

Council Agenda Request Form

Today's Date	6/29/2022
Proposed Agenda Date	7/5/2022
Name of person(s) proposing item	Louise G Pastula
Title	<i>Field not completed.</i>
Name of Business/Organization (if applicable)	<i>Field not completed.</i>
Address	30240 Becky Lane
City	Romulus
State	MI
Zip Code	48174
Contact Number	13135874157
Email Address	colormontage2@hotmail.com
(Section Break)	
Item request is for:	Discussion/Action
Description/Summary	Creekside - Infrastructure, damages, pond, erosion barriers, original site plan vs current 66 vs 84, turning roads over to city, sign out front,
Does the subject concern a City Department?	Yes
If so, please include the name of the department(s)	Building, Roberto, City Council?
Does the subject concern a City	Yes

Ordinance?

If so, please include the Ordinance name or number:

Field not completed.

Have you addressed your issues(s) with city/administrative staff?

Yes

What is your desired outcome?

Waiting to hear back from Roberto regarding ability to record meetings or bringing to the city council meetings so issues are on record. Will recuse my 3 minutes to Stan Gordon if I cannot attend due to family issues.

(Section Break)

Disclaimer

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If presenting any handouts or documents pertaining to the topic, please plan to provide at least 12 copies.

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Electronic documents can be emailed to Clerk@romulusgov.com or you may utilize the upload tool below.

According to City Council policy, it is mandatory that the petitioner be present to be heard by Council.

Matters pertaining to personnel, litigation, and violations of laws and ordinances are excluded from the agenda. Rules of decorum as provided on the back of the Council meeting agenda will be observed.

Upload Supporting Documents

Field not completed.

(Section Break)

Electronic Signature

I agree.

Agreement

Electronic Signature

Louise Pastula

Date Signed

6/29/2022

Email not displaying correctly? [View it in your browser.](#)



City of Romulus

Petitioner

Council Meeting Held:

October 4, 2021

Item No. 3

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

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

Council Meeting Held: **July 5, 2022**

Item No. A.

General Description: Approval of the Chairperson's Report

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: July 5, 2022

Item No. A.

General Description: Employee Health Care Plan and Trust Committee

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: Employee Health Care Plan and Trust Committee
DATE: 6/30/2022

I am hereby requesting approval to reappoint Councilman William Wadsworth and Donald Morris to the Employee Health Care Plan and Trust Committee for a two year term that will expire on August 24, 2024.

Motion by _____ supported by _____, to concur with the administration and approve the reappointments of Councilman William Wadsworth and Donald Morris to the Employee Health Care Plan and Trust Committee for a two year term that will expire on August 24, 2024.

To: Farris, Maria
Subject: RE: RHC Expiring Trustees

From: Farris, Maria
Sent: Wednesday, June 29, 2022 11:47 AM
To: Lambert, Jill <Jlambert@romulusgov.com>
Cc: Harris, Gary <gharris@romulusgov.com>
Subject: RHC Expiring Trustees

Hello Jill,

We have two board appointments that are expiring for the RHC in August 2022. Please place on the next agenda for Bill Wadsworth and Don Morris to be re-appointed.

Bill Wadsworth-City Council Member (Expires August 24, 2022)
Don Morris-Citizen Trustee (Expires August 24, 2022)

If you need anything else, please let me know.

Thank you,
Maria Farris
Finance Director
11111 Wayne Road
Romulus, Michigan 48174
W-734-955-4566
Cell: 734-474-2552
mfarris@romulusgov.com



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **July 5, 2022**

Item No. B.

General Description: Arts Council and Commission - Re-appointments and Appointment

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: Arts Council and Commission – Re-appointments and Appointment
DATE: 6/30/2022

I am hereby requesting approval to re-appointment Maria Lambert, Julie Wojtylko, Cynthia Keleman, Ellen Craig-Bragg, Lynn Conway and David Paszkowski to the Romulus Arts Council with all terms to expire on November 11, 2023.

Further, I am requesting approval to appoint resident Anne Lammers to the Romulus Arts Council with a term to expire on November 11, 2023.

Motion by _____ supported by _____, to concur with the Administration to re-appointment Maria Lambert, Julie Wojtylko, Cynthia Keleman, Ellen Craig-Bragg, Lynn Conway and David Paszkowski to the Romulus Arts Council with all terms to expire on November 11, 2023.

Motion by _____ supported by _____, to concur with the Administration to appoint resident Anne Lammers to the Romulus Arts Council with a term to expire on November 11, 2023.



CITY OF ROMULUS | CLERK'S OFFICE | 11111 WAYNE RD. | ROMULUS, MI 48174
734-942-7540 | FAX: 734-942-2224 | E-MAIL: CLERK@ROMULUSGOV.COM

ROMULUS CITY CLERK
RECEIVED 2021 SEP 20 AM 11:09

Application for Boards and Commissions

Thank you for your interest in serving on a Board or Committee.

This form provides the Mayor and City Council basic applicant information to be considered for appointment.

(PLEASE PRINT OR TYPE)

Anne		Lammers	
Mr. / Mrs. / Ms. First Name	Middle or Nick Name	State	Last Name
29049 Leroy St	Romulus	MI 48174	N/A
Address	City	State	Zip Code
kkismet59@yahoo.com or alammers@romulusgov.com			Home #
			734-740-5310
Email Address			Cell #
City Of Romulus Clerk's Office			Admin.Assist/FOIA Coordinator
Employer			Title
11111 Wayne Rd	Romulus	M I 4 8 1 7 4	734-955-4540
Address	City	State	Zip Code
			Work #

How long have you lived continuously in the City of Romulus? 32 years

Are you a registered voter in the City of Romulus? Yes ☒ No ☐ (Verified by Clerk's Office)

Are you a graduate of Romulus' Citizen Academy? Yes ☐ No ☒

Are you related to anyone employed by, or an elected official of the City of Romulus? Yes ☐ No ☒

If yes, please provide the person's name and your relationship: _____

Have you ever been convicted of a felony? Yes ☐ No ☒

Do you have access to electronic resources (home computer, email, Internet access)? Yes ☒ No ☐

(Many boards and committees use electronic methods to distribute meeting information.)

Select UP TO three (3) boards or committees you wish to apply for in the order of your preference:

1=First Choice, 2=Second Choice, 3=Third Choice

- | | |
|---|---|
| ☒ Arts Council & Commission | ☐ Historical Commission |
| ☐ Beautification Committee | ☐ Housing Commission |
| ☐ Board of (Zoning) Appeals | ☐ Municipal Library Board |
| ☐ Board of Review | ☐ Officer Compensation Commission |
| ☐ Brownfield Development Authority Board | ☐ Planning Commission |
| ☐ Cemetery Board of Trustees | ☐ Police, Fire & Safety Commission |
| ☐ Charter Committee | ☐ Property Disposition Committee |
| ☐ Downtown Development Authority (DDA) | ☐ Recreation Commission |
| ☐ Construction Board of Appeals | ☐ Tax Increment Finance Authority |
| ☐ Electronic Sign Commission | ☐ Committee (TIFA) |
| ☐ Environmental Protection Board | |

Professional Qualifications and/or Work Experience Relevant to the Board or Commission:

- Worked and volunteered in the Romulus Community Schools for 13 plus years.
- Currently work for our City Clerk Ellen L. Craig-Bragg for 7 years.

Community Activities and/or Other Experience:

Recent:

Pumpkinfest volunteer, Arts Council volunteer.

Previous:

Parent volunteer for 13 years during my children's school years. Parent-Teacher committee where I served as president for a year for Halecreek. Scholastic book fund raisers, Band parent - Middle School and High School (fundraising activities).

Educational Background:

High School Diploma, 2 years of college

Three Personal or Business References (List name and contact information):

Ellen Bragg - 313-969-5167

Maria Lambert - 734-301-9097

Jeff Pyles - 734-778-5594

Why are you interested in this particular board or commission?:

I enjoy the activities they do for the community and would like to get more involved.

Any other additional information you'd like to share:

Supplemental Information: Please review the attached "Boards and Commissions Application Attachment" for the desired qualifications for each board and commission. Check the appropriate box or boxes to indicate whether you have experience or professional credentials that may be needed to fill a specific seat. Resumes are encouraged and may be attached to your **completed** application.

Some boards and commissions are a mix of citizens with certain qualifications and others are citizens representing the general public. Even if you do not have any of the experience or professional background listed below, we urge you to apply for consideration. Romulus needs citizens with diverse backgrounds on its boards and commissions.

Expectations: If appointed, members are expected to make every effort to be an active member of the board, committee or commission. This includes:

1. Attending meetings on a regular basis.
2. Reviewing meeting materials prior to the meeting.
3. Adhering to the city's ethics policy
4. Representing the interests of the Romulus community as a whole.
5. Learning and utilizing key tools such as plans, policies and input from public engagement.

Important Public Records Information: All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the City Clerk's office at 734-942-7540 if you have any questions or concerns about the disclosure of specific information.

Truth and Accuracy: I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all information disclosed on this form will be available to the public as part of a Freedom of Information Act request.


Anne Lammers

9/16/2021

Applicant's Signature

Date

Return completed forms to:

Romulus City Hall, Attn. City Clerk
11111 Wayne Rd.
Romulus, MI 48174

FOR OFFICE USE ONLY

Received by: _____

Date: _____

- ☐ Confirmed voter status
- ☐ Confirmed current *Full Disclosure Statement* on file
- ☐ Confirmed compliance with applicable federal, state and local statutes
- ☐ Confirmed receipt of Affidavit for Election Commission

Confirmed by: _____

NOTE: Your application will be kept on file for two (2) years.

BOARD AND COMMISSION APPLICATION ATTACHMENT

Arts Council & Commission

The Romulus Arts Council has been established for the purpose of promoting the culture of the arts among and including the entire population of our community; also for raising the standards of the arts through education, promotion, development and encouragement of activities in the areas of: visual, graphic, literature, music, dance, theatre and other art forms. There are seven (7) members. All terms are for two (2) years. The Arts Council meets on the third Tuesday of every month at 5:30 p.m., in the east Council Chambers at City Hall, and typically last no longer than 60 minutes. Members are appointed by the Mayor and confirmed by City Council pursuant to Chapter 2, Article IV, Division 6, Sections 2-243 – 2-245 of the Romulus Code of Ordinances, Resolution #84-870, November 13, 1984. Must be a Romulus Resident that has the desire to serve the Romulus Community. Please check below if you have experience in:

- ☐ Visual Arts
- ☐ Performing Arts
- ☐ Literary Arts
- ☐ Architecture/Land Use Planning
- ☐ Budget/Fundraising/Grants

Beautification Committee

The purpose of the Beautification Commission is to promote exterior property upkeep, and overall curb appeal that presents the city in a positive light. There is a body of seven (7) members appointed by the Mayor and approved by the City Council for a one year term pursuant to Chapter 2, Article IV, Division 2, Sections 2-121 – 2-124 of the Romulus Code of Ordinances, Resolution #78-195, April 24, 1978. The Commission meets once a month on the third Tuesday of every month at 7:00 p.m. in the Romulus City Hall Council Chambers. All activities are planned for both Commercial and Residential Citizens. Please check below if you have experience in:

- ☐ Property Maintenance/Management
- ☐ Landscape/Landscape Architecture
- ☐ Real Estate/Development

Board of (Zoning) Appeals

This board provides for an administrative review, interpretation or exception to the Zoning Ordinance and authorizes variances as defined in the Zoning Ordinance and laws of the State of Michigan. Responsibilities include reviewing, hearing and deciding appeals, granting variances, approving temporary permits and granting special approvals as specified by the Zoning Ordinance. There are five (5) members and two alternates appointed by City Council pursuant to Section 125.3601, Michigan Compiled Laws, and Public Act 110 of 2006. All terms for members are for three (3) years. Alternates serve two (2) and three (3) years respectively. Compensation is allowed pursuant to Chapter 2, Article IV, Division 1, Section 2-96 of the Romulus Code of Ordinances. Meetings are held the first Wednesday of each month at 7:00 p.m. in the Council Chambers. Please check below if you have experience in:

- ☐ Architecture
- ☐ Building Construction/Engineering
- ☐ Land Use Planning
- ☐ Real Estate/Development Law
- ☐ Zoning

Board of Review

The Board of Review hears appeals on the assessment of real and personal property. They are also responsible for revising and correcting assessments. The Board meets for in March typically for 3 ½ days, in July for a ½ day and December for a ½ day. Meetings are typically conducted in the Council Chambers. Each member is paid \$50 per session pursuant to Chapter 2, Article IV, Division 1, Section 2.96 of the Romulus Code of Ordinances. A session is defined as a ½ day. Pursuant to City Charter Section 11.7 and Michigan State Statute MCL 211.28, members are appointed by City Council for a term of two (2) years. No elected official shall sit on the Board of Review. Please check below if you have experience in:

- ☐ Banking/Finance
- ☐ Property Appraisal/Assessing
- ☐ Real Estate/Development/Law

Brownfield Development Authority Board

The Brownfield Development Authority facilitates the implementation of brownfield plans, creates brownfield redevelopment zones, promotes revitalization, redevelopment and reuse of certain properties and other duties as prescribed by Act 381, the Brownfield Redevelopment Financing Act, of the Public Acts of the State of Michigan. The Romulus Brownfield Development Authority Board was established on July 13, 2015 by Resolution #15-253. The Board may be comprised of five (5) to nine (9) people and serve for a term of three (3) years. Meetings are only on an as-needed basis. Please check below if you have experience in:

- ☐ Banking/Finance
- ☐ New Business Development
- ☐ Real Estate Development
- ☐ Business Recruitment and Retention

Cemetery Board of Trustees

The purpose of the Cemetery Board of Trustees is to advise and advocate for the care and management of burial lots, the protection/enhancement of all landscaping, fences & monuments and history and protection of the cemetery in general. Meetings are held fourth Tuesday of each month at 4:30 p.m. in the City Council Chambers. There are five (5) trustees which serve a term of five (5) years. All committee members are Romulus residents and property owners. Members are appointed by the Mayor and approved by City Council pursuant to Chapter 2, Article VII, Section 2-409 of the Romulus Code of Ordinances and Resolution #09-348. Please check below if you have experience in:

- ☐ Real Estate/Development/Law
- ☐ Landscape Architecture
- ☐ History

Charter Committee

The purpose of the Charter Committee is to regularly review the City of Romulus Charter, and draft/submit revisions for consideration to the voters. The Committee meets on an as-needed basis. There are nine (9) members, all of whom are Romulus residents. Members of the Commission are appointed by the Mayor and approved by City Council pursuant to Chapter XVIII, Section 17.6 of the Romulus City Charter and re-established by Resolution #11-367. Please check below if you have experience in:

- ☐ Law
- ☐ Accounting
- ☐ Government

Construction Board of Appeals

The Construction Board of Appeals reviews appeals to building permits and may grant variances under certain conditions. Meetings are held on an as-needed basis. The Board consists of five (5) members appointed by the Mayor and approved by City Council for a term of five (5) years pursuant to Chapter 8, Article VI, Section 8-156 of the Romulus Code of Ordinances. The Board was established by Resolution 91-007 of January 7, 1991 to create a Construction Board of Appeals in compliance with the provisions of Section 125-1514 of the State Construction Code Act of 1972, as amended. Please check below if you have experience in:

- ☐ Architecture
- ☐ Building Construction
- ☐ Engineering
- ☐ Electrical/Plumbing/HVAC

Downtown Development Authority (DDA)

The Downtown Development Authority is a board of nine (9) local business people and residents that together with the Mayor and our elected officials work to promote the economic growth, development and revitalization of our city's original Central Business District. These responsibilities include the development and implementation of long range plans for public facilities and infrastructure, the acquisition and disposal of property, the restoration and preservation of all buildings and the correction and prevention of deterioration. The DDA promotes economic development through capital improvement projects, with the intent that it will stimulate private investment, create jobs and expand the tax base, and shall exercise such powers and duties as provided and in accordance with the terms of Public Act No. 197 of 1975 (MCL 125.1651 et seq.). The Authority meets on the second Wednesday of each month at 10:30am in the City Council Chambers, and typically last no longer than 60 minutes. The Downtown Development Authority (DDA) shall consist of not less than (7) members nor more than (13) persons appointed by the Mayor and approved by City Council pursuant to Chapter 12, Article III, Section 12-54 – 12-56 of the Romulus Code of Ordinances. Each member shall serve a term of four (4) years. Interested persons shall have an interest in property located in the downtown district or officers, members, trustees, principals, or employees of a legal entity having an interest in property located in the downtown district or shall be a resident in the downtown district. Please check below if you have experience in:

- ☐ New Business Development
- ☐ Business Recruitment, Retention and Expansion
- ☐ Marketing and Promotion
- ☐ Real Estate Development
- ☐ Banking/Finance

Electronic Sign Commission

The purpose of the Electronic Sign Committee is to enhance Romulus communications by adding another mode of communication, help Romulus be a more welcoming place for the public and promote achievements and events for and within the City of Romulus. This board meets on an as-needed basis. The commission is to include six (6) persons with four-year terms appointed by the Mayor and approved by City Council pursuant to Resolution #09-056. Must be a Romulus resident, and have a desire to serve the community. Please check below if you have experience in:

- ☐ Marketing and Promotion
- ☐ Graphic Design
- ☐ Communication

Environmental Protection Board

The Environmental Protection Board reviews applications, and accompanying documents, submitted to the City requesting approval for construction/installation of a new facility, or alteration of an existing facility, that may have environmental impacts, with respect to all State and Federal environmental protection laws. The Board comments are then provided to the applicant through public sessions/meetings scheduled by the Director of the Building Department. Meetings are held on an as-needed basis in the Council Chambers. There are five (5) members appointed by City Council for a term of three (3) years. Please check below if you have experience in:

- ☐ Environmental Protection
- ☐ Conservation
- ☐ Waste
- ☐ Health/Safety

Historical Commission

The purpose of the commission is to foster an understanding and appreciation of local history. The Commission identifies local preservation concerns and makes recommendations for future use. Meetings are held the third Wednesday of every month at 6:00 p.m. at the Kingsley House located at 11147 Hunt St., Romulus, MI 48174. The Commission consists of seven (7) members, four (4) of which are appointed by the Mayor and approved by City Council, and three (3) members selected by the Romulus Historical Society and approved by City Council. All members serve a term for two (2) years pursuant to Chapter 2, Article IV, Division 3, Sections 2-145 – 2-154 of the Romulus Code of Ordinances. Please check below if you have experience in:

- ☐ Architecture
- ☐ Building Construction/Engineering
- ☐ Historic Preservation

Romulus Housing Commission (RHC)

The Board of Commissioners at RHC is the legally and financially responsible governing body for 102 HUD funded housing units. The Commissioners approve policy and provide oversight of the Executive Director/Management Company. The Regular Meeting is the third Friday of each month at 11:00 a.m. at the RHC office located at 34200 Beverly Rd., Romulus, MI 48174. The monthly meeting last approximately 1 to 2 hours max. In addition, Special Meetings are sometimes needed to meet HUD deadlines. There are five (5) commissioners with a term of five (5) years pursuant to Chapter 12, Article II, Sections 12-19 – 12-25 of the Romulus Code of Ordinances. Members of the Housing Commission may receive compensation for actual expenses incurred. One commissioner is required to be a tenant/resident of RHC. Please check below if you have experience in:

- ☐ Residential Real Estate
- ☐ Property Management/Leasing
- ☐ Building Construction
- ☐ Low Income or Subsidized Housing
- ☐ Housing Development/Law

Municipal Library Board

The Library Board has ultimate authority and responsibility for governing, controlling, and monitoring the business and affairs of the Romulus Public Library. The Library Board may delegate such authority, as it deems proper. Policies adopted by the Library Board are binding on its officers, agents, employees, and committees. The Board is responsible for hiring and evaluating the Library Director, monitoring and evaluating the overall effectiveness of the library, setting library policies, reviewing and adopting the annual budget, developing long-term planning, advocating for the library, communicating regularly with the Director, and conducting the affairs of the board at regularly scheduled meeting. Meetings are held Third Monday of the month at 5 p.m. in the Library Meeting Room (with the exception of holidays). Meets for approximately one hour. The Library Board is comprised of five (5) members which are appointed by the Mayor and approved by City Council as established by Council Resolution #s 11-111, 11-112 & 11-113. One member is appointed to serve as Romulus city council representative and one is appointed to represent Huron Township. Members serve either a one-year, two-year, three-year, four-year, or five-year term. The city council representative serves a four-year term that corresponds with their term in office. Interested persons notify the Board of their desire to serve. Upon receiving Board approval, they notify the Mayor in writing of their interest in serving. Mayor appoints members with City Council approval. Huron Township representative also notifies the Huron Township Supervisor for approval of the appointment prior to notifying the Mayor. Please check below if you have experience in:

- ☐ Policymaking
- ☐ Finance/Budget
- ☐ Advertising/Marketing/Public Relations
- ☐ Knowledge of Libraries
- ☐ Education

Officer Compensation Commission

The Officer Compensation Commission makes a recommendation to City Council for the salary of each elected City Official. Meetings are held every odd year. The business which the local officers compensation commission may perform shall be conducted at a public meeting of the commission held in compliance with Public Act No. 267 of 1976 (MCL 15.261 et seq.). Public notice of the time, date, and place of the meeting of the commission shall be given in the manner required by such Act. The commission is comprised of seven (7) members which serve a term for seven (7) years. Members are appointed by the Mayor and approved by City Council pursuant to Chapter 2, Article IV, Division 4, Sections 2-171 – 2-184. Please check below if you have experience in:

- ☐ Elected Local Official
- ☐ Finance/Budget
- ☐ Public Sector Compensation

Planning Commission

The Planning Commission reviews and approves development proposals for compliance with the City Zoning Ordinance. The Planning Commission is also responsible for adopting the City's Master Plan and making recommendations to the City Council on zoning ordinance amendments. Meetings are typically held the third Monday of each month at 7:00 p.m. in the City Hall Council Chambers. The Planning Commission is made up of nine (9) members appointed by the Mayor and approved by City Council. All terms are for three (3) years. Members of the Planning Commission shall be qualified electors (a United States citizen who has attained the age of 21 years, who has resided in the State of Michigan for at least six (6) months and in the City of Romulus for at least 30 days) that are representative of important segments of the community such as agriculture, natural resources, recreation, education, public health, government, transportation, industry, and commerce. The membership is also representative of the entire geography of the city. Members are compensated at a rate established by resolution of the City Council pursuant to Chapter 2, Article IV, Division 1, Section 2-96 of the Romulus Code of Ordinances. Please check below if you have experience in:

- ☐ Architecture/Landscape Architecture
- ☐ Building Construction
- ☐ Civil Engineering
- ☐ Land Use Planning
- ☐ Real Estate Development

Police, Fire & Safety Commission

Members of the commission are responsible for making recommendation to the police chief and fire chief as it relates to better serving the community. Commissioners also plan and assist with community events such as Hometown Heroes Recognition, Pumpkin Feast, Fourth of July Fireworks and the Police Citizen Academy Program. Meetings are held the third Tuesday of each month at 4:00 p.m. The meetings are usually held at the Romulus City Hall, located at 11111 Wayne Rd. There are seven (7) members. All terms are for three (3) years and staggered. The members elect a chair and co-chairperson to oversee the meetings. Interested individuals must be a resident of the city of Romulus. Members of the Police, Fires & Commission are appointed by the Mayor and approved by City Council pursuant to Chapter IV, Sections 4.1-4.9 in the Romulus City Charter, Chapter 2, Article IV, Division 5, Sections 2-207 - 2-217 in the Romulus Code of Ordinances and City Council Resolution # 74-159, 2-13-1974. Please check below if you have experience in:

- ☐ Emergency Response
- ☐ Law Enforcement
- ☐ Law

Property Disposition Committee

The committee reviews all city-owned property and makes recommendations to the Mayor for review on its reuse or disposition. The committee shall be composed of the City Assessor, Community Development Director, City Clerk and two (2) residents of the City who are appointed by the Mayor and approved by the City Council to serve for four (4) year terms of office, pursuant to the Romulus City Charter, Chapter 2, Article V, Division 3, Section 2-328. Meetings are held quarterly at 10:00 a.m. in the Romulus City Hall Council Chambers. Please check below if you have experience in:

- ☐ Real Estate Development
- ☐ Land Use Planning
- ☐ Accounting/Finance

Recreation Commission

The Romulus Recreation Commission has responsibility for input of planning, promoting and administering park and recreation programs in accordance with the Program Coordinator. The Recreation Commission meets on the third Tuesday of the month from 7:00pm to 8:00pm in the city hall council chambers or have meetings before or participate in special events in the same month. The commission also has traveling meetings occasionally. There are a total of nine (9) members appointed by the Mayor and confirmed by city council for a three year term pursuant to Chapter 2, Article IV, Section 2-96 of the Romulus Code of Ordinances. The Recreation Commission members are compensated per monthly meeting/event. A potential member should be outgoing, energetic, motivated and has an interest in programming for all ages. Please check below if you have experience in:

- ☐ Fitness/Recreation
- ☐ Physical Education
- ☐ Advertising/Marketing/Public Relations
- ☐ Landscape Architecture
- ☐ Finance/Fundraising/Grants

Tax Increment Finance Authority Committee (TIFA)

The TIFA Committee initiates projects and programs to halt property value deterioration, increase property tax valuation and enhance economic activity within the district pursuant to Public Act 450 of 1980 and established by Resolution #84-537. TIFA meets on the second Tuesday of every month at 12:00 p.m. in the City Hall Council Chambers. There are 13 members which serve a term for four (4) years. Members are appointed by the Mayor and approved by City Council pursuant to Chapter 12, Article V, Sections 12-118 – 12-125 of the Romulus Code of Ordinances. Please check below if you have experience in:

- ☐ Banking/Finance
- ☐ New Business Development
- ☐ Real Estate Development
- ☐ Business Recruitment, Retention and Expansion

From: [Lambert, Maria](#)
To: [Lambert, Jill](#)
Cc: [Romulus Arts Council](#)
Subject: reappointments to Arts Commission
Date: Thursday, April 7, 2022 12:01:09 PM

Hi,

I have been contacted by all the current members of the Arts Council Commission and they would all like to continue to serve on the board. We all expired in November of 2021 and would like to be reinstated. Thank you.

Maria DeVita Lambert

Director of Resident Services & Design Coordinator

City of Romulus

11111 Wayne Road

Romulus, Michigan 48174

mlambert@romulusgov.com

(734) 955-4533





City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **July 5, 2022**

Item No. C.

General Description: Sole Source Styker ProCare Services

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: Sole Source Stryker ProCare Services
DATE: June 29, 2022

I concur with the recommendation of Kevin Krause, Director of Fire Services/ Emergency Management, and Gary Harris, Purchasing Director, and respectfully request City Council authorize the Mayor and Clerk to enter into the attached five (5) year contract at an annual cost of \$6,461.10 with Stryker ProCare Services to maintain the cots and loader equipment for the City of Romulus Fire Department under the terms of Sole Source Purchases Exception in Section 39-11 (d)(1)c.1 of the City of Romulus Purchasing Ordinance.

Maria Farris, Finance Director has verified that funds are available in the Public Safety Fund, Fire, Contractual Services Expense account #205-336-818.000.

Motion by _____, supported by _____, to concur with the administration, and authorize the Mayor and Clerk to enter into the five (5) year contract at an annual cost of \$6,461.10 with Stryker ProCare Services to maintain the cots and loader equipment for the City of Romulus Fire Department under the terms of Sole Source Purchases Exception in Section 39-11 (d)(1)c.1 of the City of Romulus Purchasing Ordinance.



MEMORANDUM

DATE: June 29, 20222
TO: Mayor Robert A. McCraight
FROM: Gary Harris, Purchasing Director
SUBJECT: Sole Source Stryker ProCare Services

Under the terms of Chapter 39 of the City of Romulus Code of Ordinances (Section 39-11(d)(1)c.1., Exceptions to Competition-Sole Source Purchase-only one known source that can provide the commodity), I respectfully request that Council authorize the Sole Source purchase of the Stryker ProCare Services as an EMS cot and loader preventative maintenance program for the City of Romulus Fire Department.

A Sole Source letter has been submitted from ProCare Services, a division of Stryker

I concur with the recommendation of Fire Chief Kevin Krause, to proceed with this purchase. If you concur, please request Council's authorization for the mayor and clerk to enter into a 5 year contract at an annual cost of \$6,461.10 with Stryker ProCare Services to maintain the cots and loader equipment for the Romulus Fire Department under the terms of Sole Source Purchases Exception in Section 39-11(d)(1)c.1 of the City of Romulus Purchasing Ordinance.

Maria Farris, Financial Services Director, has verified that funds are available in the Public Safety Fund, Fire, Contractual Services Expense Account (205-336-818.000).

Gary Harris
Purchasing Director

Romulus Fire Department

Memo

To: Mayor McCraight
Cc: Julie Wojtylko, Chief of Staff
From: Director of Fire and Emergency Services, Kevin Krause
Date: 06/14/2022
Re: Stryker ProCare Services 5 Year Preventative Maintenance

Stryker ProCare Services is an EMS cot and loader preventative maintenance program. This program will provide Romulus Fire Department EMS with parts, labor, and travel costs associated with repairs and replacements to cots and loader equipment. Stryker's ProCare EMS Prevent program also includes preventative maintenance inspections to identify needs before issues arise.

Previously, Romulus Fire Department had cots and loaders from a mixture of different manufacturers. Since streamlining Romulus Fire Department's automated cots and loader equipment with Styker, we can now take advantage of their all-in-one EMS care parts and service. Purchasing the Styker ProCare Service preventative maintenance is a five year contract and will provide long term benefits for the City of Romulus community

This purchase qualifies as an exception to competition in the Purchasing Ordinance, specifically Section 39-11(d)(1) c.1 (Exceptions to Competition-c. Sole Source Purchases). c.3 (Compatibility. Specific piece of equipment to be compatible with an existing equipment system). c.4 (Limited or Proprietary System. Specialized replacement parts).

We are requesting to receive City Council approval to proceed with the purchase of the Stryker ProCare Services for a total cost of \$6,461.10 per year. Funds are available in the Public Safety Fund, Fire Department, Contractual Services Account 205-336-818.000. Supporting documents have been attached for review and the details of the purchase have been reviewed by the City of Romulus Purchasing Director.

If you have any questions prior to the meeting please contact my office.

Thank you.

**ProCare® Services**

3800 E. Centre Ave.
Portage MI 49002 USA
1 800 STRYKER
stryker.com

To:	Whom it may concern
Subject:	Emergency Care parts and service
Date:	June 2022

Stryker's Medical division certifies that it is the original equipment manufacturer (OEM) or sole source distributor of parts for Emergency Care products. All parts are either manufactured by Stryker or outside suppliers and are new, tested and approved for use on Stryker's products.

Stryker employs its own field service team (known as ProCare Services) to service its products and only uses OEM parts for repairs and has exclusive use of certain proprietary tools for diagnostics and repairs. Stryker's Emergency Care products that require the use of such proprietary tools include, but are not limited to:

- Power-LOAD powered fastener system
- Power-PRO 2 powered ambulance cot
- Power-PRO XT powered ambulance cot
- Stair-PRO
- LUCAS 3, v3.1 chest compression system
- LIFEPAK 15 monitor/defibrillator
- LIFEPAK 20e defibrillator/monitor
- LIFEPAK 1000 defibrillator
- LIFEPAK CR Plus defibrillator/LIFEPAK CR2 defibrillator

Tooling is calibrated, documented and controlled by Stryker's home offices in Portage, MI, U.S. and Redmond, WA, U.S. Calibration and training records are available upon request.

Stryker's quality team reviews and documents service repairs. We track and trend service to help ensure the highest level of product performance. Preventive maintenance (PM) and service history documentation is available upon request.

Please contact your local Stryker representative with questions.

Stryker or its affiliated entities own, use, or have applied for the following trademarks or service marks: LIFEPAK, LIFEPAK CR, LUCAS, Power-LOAD, Power-PRO, ProCare, Stryker. All other trademarks are trademarks of their respective owners or holders.

The absence of a product, feature, or service name, or logo from this list does not constitute a waiver of Stryker's trademark or other intellectual property rights concerning that name or logo.

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FUNDS VERIFICATION FORM

DEPARTMENT:

Romulus Fire Department

FUND NAME:

Public Safety Fund

ACCOUNT NUMBER/S:

205-336-818.000 / Contractual Services Account

PURPOSE FOR REQUEST:

Stryker ProCare Services Cot and Loader Contract to begin at start of FY 22/23; July 1, 2022.

AMOUNT OF EXPENDITURE:

\$6,461.10

SIGNATURE OF DEPARTMENT HEAD:**FUNDS CURRENTLY AVAILABLE:**

FY 22/23 Original Budget \$88,900.00

FINANCE DEPARTMENT APPROVAL:

Maria Farris June 22, 2022

DATE:

June 22, 2022

Sales Rep Name: Jamie Smith
ProCare Service Rep: Matt Monroe

3800 E. Centre Ave
Portage, MI 49009

Date: 6/14/2022
ID #: 220614113011

PROCARE PROPOSAL SUBMITTED TO:

Billing Acc Num:		Name:	Bryan O'Connor
Shipping Acct Num:	1292536	Title:	Administrative Assistant
Account Name	City of Romulus	Phone:	(734) 941-8585
Account Address	11111 Wayne Rd	Email:	boconnor@romulus.gov
City, State Zip	Romulus, MI 48174		

PROCARE COVERAGE

Item No.	Model Number	Model Description	ProCare Program	Qty	Yrs		Total
1	6390	Power-LOAD	EMS Prevent	2	5		\$17,136.90
2	6506	Power Cots	EMS Prevent	3	5		\$19,770.00
3	6392	Performance-LOAD	EMS Prevent NB	1	5		\$3,475.00

PROGRAM INCLUDES:**EMS Prevent NB:**

*Includes parts, labor, travel
*Includes 1 annual PM inspection
*Includes unscheduled service and product equipment checklists.
*Replacement parts do not include mattresses, batteries, and other Disposable or expendable parts.

EMS Prevent:

*Includes parts, labor, travel
*Includes 1 annual PM inspection
*Includes unscheduled service
*Includes battery replacement
*Includes product equipment checklists.
*Replacement parts do not include mattresses, and other Disposable or expendable parts.

Unless otherwise stated on contract, payment is expected upfront.

Annual Payments \$6,461.10

See below for complete payment schedule

ProCare Total	\$40,381.90
Discount	20%
FINAL TOTAL	\$32,305.52

Start Date: 7/1/2022

End Date: 6/30/2027

Stryker Signature

Date

Customer Signature

Date

The Terms and Conditions of this quote and any subsequent purchase order of the Customer are governed by the Terms and Conditions located at
<https://techweb.stryker.com>

The terms and conditions referenced in the immediately preceding sentence do not apply where Customer and Stryker are parties to a Master Service Agreement.

Customer Signature

Date

Purchase Order Number

This is not an invoice. A physical invoice will be mailed.
Remit payment to: P.O. Box 93308 Chicago, IL 60673-3308

If contract is over \$5,000 please send hard copy PO

COMMENTS:

Please email signed Proposal and Purchase Order to procarecoordinators@stryker.com.
All information contained within this quotation is considered confidential and proprietary and is not subject to public disclosure.
**Quote pricing valid for 30 days.

PAYMENT SCHEDULE									
------------------	--	--	--	--	--	--	--	--	--

Date		Payment		Int Paid		Prin. Remaining		Balance	
Starting Balance							\$	32,305.52	
7/1/2022	\$	6,461.10	\$	-	\$	25,844.42	\$	25,844.42	
7/1/2023	\$	6,461.10	\$	-	\$	19,383.31	\$	19,383.31	
7/1/2024	\$	6,461.10	\$	-	\$	12,922.21	\$	12,922.21	
7/1/2025	\$	6,461.10	\$	-	\$	6,461.10	\$	6,461.10	
7/1/2026	\$	6,461.10	\$	-	\$	-	\$	-	

SERIAL NUMBER SHEET			
Item No.	Model	Serial Number	Program
1	6390	2104012400042	EMS Prevent
2	6390	2111012400214	EMS Prevent
3	6506	130839615	EMS Prevent
4	6506	2104003501229	EMS Prevent
5	6506	2202020700070	EMS Prevent
6	6392	2016000800294	EMS Prevent NB

Purchase Order Form

stryker®

Account Manager _____
Cell Phone _____

Purchase Order Date _____
Expected Delivery Date _____
Stryker Quote Number 220614113011

Check box if Billing same as Shipping ☐

BILL TO	CUSTOMER #
Billing Account Num	0
Company Name	
Contact or Department	
Street Address	
Addtl Address Line	
City, ST ZIP	
Phone	

SHIP TO	CUSTOMER #
Shipping Account Num	1292536
Company Name	City of Romulus
Contact or Department	Bryan O'Connor
Street Address	11111 Wayne Rd
Addtl Address Line	
City, ST ZIP	Romulus, MI 48174
Phone	(734) 941-8585

Authorized Customer Initials _____

Authorized Customer Initials _____

DESCRIPTION	QTY	TOTAL
REFERENCE QUOTE		

Accounts Payable Contact Information

Name _____
Email _____
Phone _____

Stryker Terms and Conditions
www.strykeremergencycare.com/terms

Authorized Customer Signature

Printed Name _____
Title _____
Signature _____
Date _____

Attachment Stryker Quote Number 220614113011

*Sales or use taxes on domestic (USA) deliveries will be invoiced in addition to the price of the goods and services on the Stryker Quote.

stryker

ProCare[®] services



Trusted. Reliable. Proactive.

We go beyond keeping your equipment running at peak performance.

Imagine having someone dedicated to managing your equipment, who truly understands the intricacies of EMS and can anticipate your needs before an issue even arises. We'll make sure your lifesaving and back-saving equipment is ready when you need it. With Stryker's ProCare Services, you can count on trusted experts dedicated to caring for your equipment, so you can focus on what truly matters – saving lives.



“The service representative caught a problem we didn't know we had. He fixed it the same day, and we didn't have to take it out of service.”

- satisfied ProCare customer in Central Minnesota

Repairs by the numbers

Achieve life of equipment

Of those surveyed, **85%** of EMS customers reported the life of their equipment has been extended because of ProCare Services.^{1,2}

Equipment experts

ProCare technicians receive over **200** hours of equipment training, and have an average tenure of 12 years with Stryker.

Proactive approach

In 2019, ProCare Services did preventive maintenance inspections on over **83,450** pieces of EMS equipment.

Increased efficiency

86% of EMS customers surveyed reported they are able to operate more efficiently because of ProCare Services.¹



Our proactive approach

With ProCare Services, we offer you operational and financial peace of mind through two comprehensive service package offerings, ProCare Protect and ProCare Prevent. Choose the service package that best meets your needs.

	Protect	Prevent
Stryker OEM parts	●	●
Labor and travel expenses	●	●
Battery servicing and replacement*	●	●
Stryker-trained service specialist	●	●
2-hour call back time*	●	●
24-72 hour repair turnaround*†	●	●
Loaner device during PM or repair*	●	●
Software updates*	●	●
Discounts on upgrades, accessories, disposables*	●	●
Documentation for governing bodies		●
Annual PM inspection service		●

Don't see what you're looking for?

ProCare Services offers customizable packages to help fit your facility's needs. Some options include, but are not limited to:

- PM-only agreements
- Co-op plans
- Onsite services
- Labor and travel plans

With ProCare, you choose where your device is serviced. You can ship it to us or we will come onsite to your facility.*

Trusted partner

No one is more qualified to service and repair your Stryker equipment than us. Our technicians have the proprietary knowledge, tools and components to care for your equipment and keep it performing – helping you achieve the full serviceable life of your equipment.

Reliable and responsive

ProCare's true value is in the time you'll save and hassles you can avoid when an issue arises. We're there for you every step of the way: from diagnosing a problem to ordering parts to making repairs and documenting the repairs, we'll get your equipment up and running as quickly as possible.

Results that matter

Our goal is to ensure your equipment performs as it should, when you need it. Annual preventive maintenance and priority repairs reduce equipment downtime, helping make budget management more predictable.



We're right here
right when you need us

Contact us

for all your ProCare Service needs, including

- Dispatch your local service technician
- Order Stryker OEM parts
- Technical support for your Stryker equipment
- Get access to Stryker's equipment manuals

stryker.com
1-800-STRYKER

*Feature is available based on product specification and customization of package. † Based on the provisions of the service agreement and the location of the product.

1. Gallup, Stryker ProCare Customer Engagement Study, 05/2014

2. Stryker verifies its equipment to the expected service life stated within the product's instructions for use.

Welcome to ProCare® Services

Every day you count on your medical equipment to perform at its best. With ProCare Services, our people help to ensure your equipment is ready to perform when you need it and help make it easier to get the most from your investment. When an issue arises, it is our top priority to help solve it quickly and correctly.

ProCare is not just a service program. It is a partnership you can count on to give you one less thing to worry about. It is one more reason to feel confident you are doing all you can for your staff and patients.



Trusted partner

No one is more qualified to service and repair your equipment than us. Our technicians have the proprietary knowledge, tools and components to care for your equipment and keep it performing – helping you achieve the full serviceable life of your equipment.

Reliable and responsive

ProCare's true value is in the time you'll save and hassles you can avoid when an issue arises. We're there for you every step of the way: from diagnosing a problem to ordering parts to making repairs and documenting the repairs, we'll get your equipment up and running as quickly as possible.

Results that matter

Our goal is to ensure your equipment performs as it should, when you need it. Annual preventive maintenance and priority repairs reduce equipment downtime, helping make budget management more predictable.

ProCare Prevent

The ProCare Prevent plan provides you with the following features:

- Stryker OEM parts
- Labor and travel expenses
- Battery servicing and replacement*
- Stryker-trained service specialist
- 24/7 phone support*
- 2-hour call back time
- 24-72 hour repair turnaround*†
- Loaner device during PM or repair*
- Software upgrades*
- Discounts on upgrades, accessories, disposables*
- Documentation for governing bodies
- Annual preventive maintenance inspection

Contact us

- Dispatch your local service technician
- Order Stryker OEM parts
- Technical support for your Stryker equipment
- Get access to Stryker equipment manuals

Visit us at medservice.stryker.com

Call us at 1-800-STRYKER

Mkt Lit-1593 16 APR 2018 Rev B

*Feature is available based on product specification and customization of package.

†Based on the provisions of the service agreement and the location of the product.

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City of Romulus

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

Council Meeting Held:

July 5, 2022

Item No. 6

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Treasurer's Report

Council Meeting Held:

July 5, 2022

Item No. 7.

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Public Comment

Council Meeting Held:

July 5, 2022

Item No. 8.

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Unfinished Business

Council Meeting Held:

July 5, 2022

Item No. 9.

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

New Business

Council Meeting Held:
Item No. 10.

July 5, 2022

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Communication

Council Meeting Held:
Item No. 11

July 5, 2022

Councilperson Abdo: _____

Councilperson Barden: _____

Councilperson Roscoe: _____

Councilperson Talley: _____

Councilperson Wadsworth: _____

Councilperson Webb: _____

Councilperson Williams: _____



City of Romulus

Adjournment

Council Meeting Held:

July 5, 2022

Item No. 12

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED