



**CITY OF ROMULUS – CITY COUNCIL
REGULAR MEETING AGENDA
January 3, 2023
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 Tuesday, December 27, 2022, at 7:30 p.m.
- B. Approval of Minutes from the Special Meeting - Executive Session held on Tuesday, December 27, 2022, at 6:30 p.m. to discuss an attorney's opinion.

3. Petitioner

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

- A. Approval of the Chairperson's Report

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

- A. Extension of RFP 20/21-04 with Thalner Electronics Lab Inc. - Council Chamber AV Presentation System Improvements Phase 2

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

- A. Second Reading and Final Adoption of Budget Amendment 22/23-10

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: **January 3, 2023**

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: **January 3, 2023**

Item No. A.

General Description: Approval of Minutes from the Regular Meeting held on Tuesday, December 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

December 27, 2022

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

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

Pledge of Allegiance

Roll Call

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

Absent / Excused:

Administrative Officials in Attendance:

Robert McCraight, Mayor

Ellen L. Craig-Bragg, Clerk

Stacy Paige, Treasurer

Administrative Staff in Attendance:

D'Sjonaun Hockenhull - Deputy Clerk; Stephen Hitchcock - City Attorney; Maria Farris - Finance Director;

Roberto Scappaticci - DPW Director; Kathy Hood - Assistant DPW Director

1. Agenda

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

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

Nays - None

Motion Carried Unanimously

2. Minutes

- A. **Res. #22-309** Moved by **William Wadsworth**, seconded by **Tina Talley** to approve the Minutes from the Regular Meeting held on Monday, December 12, 2022, at 7:30 p.m.

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

Nays - None

Motion Carried Unanimously

- B. **Res. #22-310** Moved by **Eva Webb**, seconded by **Tina Talley** to approve the Minutes from the Special Meeting - Study Session held on Monday, December 12, 2022, at 6:00 p.m. to discuss the Local Street Presentation of status and the Special Meeting - Executive Session held on Monday, December 12, 2022, at 7:00 p.m. to discuss an attorney's opinion.

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

Nays - None

Motion Carried Unanimously

3. Petitioner

- A. **Petition:** MLK Day Community March - Road Closure Request **Petitioner:** Rev. Arthur Willis
Rev. Arthur Willis presented his request for the annual MLK Day Community Event and road closures.

Res. #22-311 Moved by **Kathy Abdo**, seconded by **Eva Webb** to approve the no-fee permit for the 2023 Annual MLK Day Community March on January 16, 2023, and road closure request for the march route of Wick Rd (east), beginning at the Romulus Middle School, to Tobine Rd (south) ending at the Romulus High School.

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

Motion Carried Unanimously

- B. Petition:** Request for speed bump installation and enforcement of no commercial vehicle posting
Petitioner: Franklin Schaudt

Franklin Schaudt addressed the City Council with his concerns about the excessive speeding on Wick Road and the need for speed bumps to be installed for the safety of the residents. Councilmembers expressed their concerns for the area and requested the Mayor look into resolving the situation. Mayor McCraight informed Mr. Schaudt and residents that the Administration is collecting data and looking into alternative methods to mitigate speeding vehicles as research indicates speed bumps delay emergency response times.

No action was taken by the City Council.

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

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

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

Motion Carried Unanimously

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

- A. **Res. #22-312**** Moved by **William Wadsworth**, seconded by **Virginia Williams** to concur with the Administration and approve the reappointment of Daniel McAnally and James Crova to the Planning Commission for three (3) year terms that will expire on January 31, 2026.

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

Motion Carried Unanimously

- B. **Res. #22-313**** Moved by **Tina Talley**, seconded by **Eva Webb** to concur with the Administration and consent to piggyback on the Sourcewell contract #030321-KON-Marco for the purchase of one (1) HP PageWide XL 4200mfp Color InkJet Digital Print System (4VW13A) along with an 18-month all-inclusive maintenance program, including delivery and installation, for a total cost of \$22,511.00.

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

Motion Carried Unanimously

- C. **Res. #22-314**** Moved by **Eva Webb**, seconded by **William Wadsworth** to concur with the Administration to waive the bidding process for the demolition of the former Alert Glass building at 35425 Ecorse and authorize VanAssche Construction to complete the demolition and site clean-up in the amount of \$23,925.00 as part of the Wayne/Ecorse intersection project.

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

Motion Carried Unanimously

- D. Res. #22-315** Moved by **Kathy Abdo**, seconded by **Celeste Roscoe** to concur with the Administration and award ITB 22/23-07 for three years emergency on-call repairs on an as-needed basis for the City’s sewer and water system and for the removal and replacement of lead water service lines, to both Eminent Excavating LLC and Major Contracting Group at the rates each reflected in their respective bids.

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

Nays -Williams

Motion Carried

- E. Res. #22-316** Moved by **William Wadsworth**, seconded by **Celeste Roscoe** to concur with the Administration and award ITB 22/23-09 to the lowest, most responsive and responsible bidder, Great Lakes Power and Lighting, for emergency, “on-call” and “as-needed” electrical services for the City of Romulus, Department of Public Works, at the hourly rates, material, and equipment pricing submitted along with their bid for a three-year term to end December 31, 2025.

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

Nays - None

Motion Carried Unanimously

- F. Res. #22-317** Moved by **Eva Webb**, seconded by **William Wadsworth** to concur with the Administration and authorize the Mayor and Clerk to enter into the two-year fixed price contract to the lowest most responsive bidder, Suburban Calcium Chloride Sales, Inc., for dust control for the City’s unpaved local streets and parks through the conclusion of 2024, on an as-needed basis, at a cost of \$0.28/gallon.

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

Nays - None

Motion Carried Unanimously

- G. Res. #22-318** Moved by **Celeste Roscoe**, seconded by **William Wadsworth** to concur with the Administration and introduce Budget Amendment 22/23-10 to recognize a budget amendment for extension of RFP 20/21-04 Council Chamber AV System Improvement.

<u>FUND/DEPT. ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED BUDGET</u>
Cable				
<u>Fund Balance</u>				
211-000.393.211	Peg Fees Restricted Fund Equity	\$1,066,717.63	\$(81,500.00)	\$985,217.63
<u>Expense</u>				
211-000-970.000	Capital Outlay	\$14,500.00	\$81,500.00	\$96,000.00

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

Nays - None

Motion Carried Unanimously

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

- A. Res. #22-319** Moved by **Eva Webb**, seconded by **Tina Talley** to approve the Study Session Request for Monday, January 9, 2023, at 6:45 p.m. to discuss the audit ending fiscal year June 30, 2022.

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

Nays - None

Motion Carried Unanimously

- B. Res. #22-320** Moved by **Tina Talley**, seconded by **Celeste Roscoe** to approve the Study Session Request for Monday, January 23, 2023, at 6:30 p.m. for the presentation of Future IQ's final report findings and recommendations from the City Visioning Project.

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

Nays - None

Motion Carried Unanimously

- C. Res. #22-321** Moved by **William Wadsworth**, seconded by **Kathy Abdo** to approve the Study Session Request for Monday, February 13, 2023, at 6:00 p.m. for consideration of design details for the proposed Veteran's Memorial Park located on the site of the Peter C. Bird House and alternative details to restore the former Veteran's Memorial Monument on the City Municipal Complex.

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

Nays - None

Motion Carried Unanimously.

Clerk Bragg read an appreciation email from a resident.

7. Treasurer's Report – Stacy Paige, Treasurer

8. Public Comment - None

9. Unfinished Business - None

10. New Business - None

11. Warrant

- A. Res. #22-322** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve Warrant #: 22-24 for checks presented in the amount of \$1,531,625.40.

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

Nays - None

Motion Carried Unanimously

- B. Res. #22-323** Moved by **Tina Talley**, seconded by **William Wadsworth** to approve Warrant#: 22-24-1 34th District Court, for checks presented in the amount of \$357,936.82.

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

Nays - Abdo, Williams

Motion Carried

12. Communication

Councilperson Abdo announced an upcoming community event and congratulated Councilperson Wadsworth for being Romulus Person of the Year.

Councilperson Talley commented on past community and city events.

Councilperson Williams thanked the Clerk, the Mayor, and his administration for their donations and for volunteering their time at the turkey giveaway. She also informed the residents that the Forgotten Harvest program would resume on January 10th.

Res. #22-324 Moved by **Eva Webb**, seconded by **Virginia Williams** to adopt a memorial resolution for the families of Teresa Sudduth and Leonia Austin.

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

Nays - None

Motion Carried Unanimously

Res. #22-325 Moved by **Kathy Abdo**, seconded by **William Wadsworth** to adopt a memorial resolution for the family of Leonardo Joe Liparoto.

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

Nays - None

Motion Carried Unanimously.

Councilperson Barden commented on a past city event.

13. Adjournment

Moved by **William Wadsworth**, seconded by **Virginia Williams** to adjourn the meeting at 9:00 p.m.

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

Nays - None

Motion Carried Unanimously

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



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



City of Romulus

Minutes

Council Meeting Held: **January 3, 2023**

Item No. B.

General Description: Approval of Minutes from the Special Meeting - Executive Session held on Tuesday, December 27, 2022, at 6:30 p.m. to discuss an attorney's opinion.

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



**MINUTES OF THE ROMULUS CITY COUNCIL SPECIAL MEETING – EXECUTIVE SESSION
December 27, 2022**

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

The meeting was called to order at 6:32 p.m. by Mayor Pro-Tem John Barden.

1. Roll Call

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

Absent / Excused:

Administrative Officials in Attendance:

Robert McCraight, Mayor

Ellen L. Craig-Bragg, Clerk

Stacy Paige, Treasurer

Administrative Staff in Attendance:

D'Sjonaun Hockenhull - Deputy Clerk; Stephen Hitchcock - City Attorney; Maria Farris - Finance Director; Stacey Reeves - Plante Moran; Chief Judge Brian Oakley; Judge Lisa Martin; Paul Paruk - Regional Court Administrator; Mahrya Loves - Court Administrator; Shannon Rapp - Court Finance Director; Court Account Representative

2. Moved by Tina Talley, seconded by Celeste Roscoe to accept the Special Meeting Agenda as presented.

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

Nays - None

Motion Carried Unanimously

3. Moved by William Wadsworth, seconded by Tina Talley to convene into closed session to discuss an attorney's opinion.

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

Nays - None

Motion Carried Unanimously

4. Discussion: Attorney Opinion

NO BUSINESS WAS CONDUCTED DURING CLOSED SESSION

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

6. Reconvened into Open Session.

7. Public Comment - None

8. Moved by William Wadsworth, seconded by Tina Talley to adjourn the Special Meeting at 7:27 p.m.

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

Nays - None

Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan do hereby certify the foregoing to be a true copy of the minutes of the Special Meeting – Executive Session of the Romulus City Council held on December 27, 2022.

A handwritten signature in black ink, reading "Ellen L. Craig-Bragg". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

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



City of Romulus

Petitioner

Council Meeting Held:

January 3, 2023

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:

January 3, 2023

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:

January 3, 2023

Item No. A.

General Description: Extension of RFP 20/21-04 with Thalner Electronics Lab Inc. - Council Chamber AV
Presentation System Improvements Phase 2

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. McCraith
SUBJECT: Extension of RFP 20/21-04 with Thalner Electronics Lab Inc.
Council Chamber Av Presentation System Improvements Phase 2
DATE: December 29, 2022

I concur with the recommendation of Michael Laskaska, Director of Communications & Community Services, and Gary Harris, Purchasing Director, and respectfully request Council extend bid award RFP 20/21-04 with Thalner Electronics Labs, DBA Tel Systems, for Phase 2 updating of the City Council Chambers in the amount of \$10,363.40 and the improvements to the control room in the lower level of City Hall including materials and labor in the amount of \$56,253.76 for a total award of \$66,617.25 with a 15% contingency in the amount of \$9,992.59 to be used in the event of any unforeseen costs.

Maria Farris, Finance Director, has verified funds for this acquisition have been budgeted for and are available in the Cable Fund, Capital Outlay Expense account #211-000-970.000 contingent upon the approval of the second reading of budget amendment 22/23-10 (second reading under City Clerk's report on January 3, 2023).

Motion by _____, supported by _____, to concur with the administration and extend bid award RFP 20/21-04 with Thalner Electronics Labs, DBA Tel Systems, for Phase 2 updating of the City Council Chambers in the amount of \$10,363.40 and the improvements to the control room in the lower level of City Hall including materials and labor in the amount of \$56,253.76 for a total award of \$66,617.25 with a 15% contingency in the amount of \$9,992.59 to be used in the event of any unforeseen costs.



MEMORANDUM

DATE: December 22, 2022
TO: Mayor Robert A. McCraight
FROM: Gary Harris, Purchasing Director
SUBJECT: Extension of RFP 20/21-04 with Thalner Electronics Labs Inc. dba Tel Systems for Phase 2 of the updating of the City Council Chambers AV & Presentation Systems

At the regular Council Meeting held February 1, 2021, the honorable Council members by their action awarded RFP 20/21-04 (Resolution 21-032) to Thalner Electronics Labs Inc. dba Tel Systems for the updating of the City Council Chambers AV & presentation systems. It was known other phases of these updates would need to be done in the future if original updates were not adequate.

Please be informed Thalner Electronics Labs Inc. dba Tel Systems has agreed to complete Phase 2 of the updating of the City Council Chamber AV & presentation systems. The improvements to the audio system in the City Council Chambers will cost \$10,363.49 and the improvements to the control room in the lower level of City Hall including materials and labor will cost \$56,253.76 for a total of \$66,617.25.

I concur with the recommendation of Mike Laskaska, Director of Communication and Community Services to extend the pricing from RFP 20/21-04 with Thalner Electronics Labs Inc. dba Tel Systems for phase 2 of the updating of the City Council Chamber AV & presentation systems for a total cost of \$66,617.25. Additionally, a 15% (\$9,992.59) contingency is being requested for unforeseen necessary repairs.

Maria Farris, Financial Services Director has verified that funds for this purpose are available in Fiscal Year 2022/2023 in the Cable TV Fund, capital outlay account (211-000-970.000) pending the second reading of budget amendment 22/23-10.

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

Purchasing Director

INTEROFFICE MEMORANDUM

TO: Gary Harris, Purchasing Director
FROM: Mike Laskaska, Director of Communication and Community Services
SUBJECT: Request to Extend 20/21-04 Council Chamber AV System Improvements Contract
DATE: December 21, 2022

Please consider a request for City Council approval to move forward with phase 2 of the Council Chamber AV System Improvements.

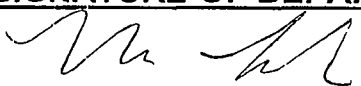
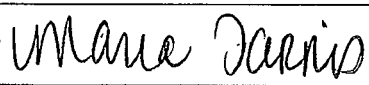
This request will make additional improvements within the Council Chambers audio system and complete phase two of the production system upgrades in the control room located in the lower level of City Hall. I am requesting City Council approval to extend RFP 20/21-04 Council Chamber AV System Improvements Contract that was awarded to Thalner Electronics Labs, Inc. doing business as TEL Systems. The cost for the Council Chamber improvements is \$10,363.49. The production system improvements is \$56,253.76.

Funds for these improvements have been budgeted pending approval of the Second Reading of Budget Amendment 22/23-10 in the amount of \$81,500 from Capital Outlay 211-00-970.00. Please note these funds are made possible utilizing Comcast PEG Fees.

Thank you.



FUNDS VERIFICATION FORM

<u>DEPARTMENT:</u> Cable
<u>FUND NAME:</u> Capital Outlay
<u>ACCOUNT NUMBER/S:</u> 211-000-970.00
<u>PURPOSE FOR REQUEST:</u> Phase two of Council Chamber AV/Production System Improvement
<u>AMOUNT OF EXPENDITURE:</u> 66,617.25 + 15% contingency (\$9,992.59)
<u>SIGNATURE OF DEPARTMENT HEAD:</u> 
<u>FUNDS CURRENTLY AVAILABLE:</u> \$81,500 Pending Second reading of Budget Ammendment 22/23-10
<u>FINANCE DEPARTMENT APPROVAL:</u> 
<u>DATE:</u> 12/21/22



QUOTATION: 16042
Thalner Electronic Laboratories, Inc.
d/b/a TEL Systems
7235 Jackson Rd.
Ann Arbor MI 48103
734-761-4506

BILL TO		JOB LOCATION
Company: Romulus, City of	Company: Romulus, City of	Date: 2022-11-23
Address: 11111 Wayne Road	Address: 11111 Wayne Road	Sales Rep: MATT BIZER
Romulus, MI 48174	Romulus, MI 48174	Phone: (313)618-0424
Contact: Mike Laskaska	Contact:	Email: MBIZER@THALNER.COM
Phone: (734)740-1508	Phone:	

TITLE
Playback system update

SCOPE OF WORK

TEL Systems will install a new broadcast video playback server. The server will provide 2 channels of content playback and an additional channel which will be used for Recording. The servers will also provide 2 channels of streaming and VOD function through the reflect service (1 year included). All equipment is quoted with 5 years of hardware assurance support. A 1/2 day of remote training is included for the playback system. TEL will also provide 2 Digital to analog converters to feed 2 existing comcast broadcast encoders in the same owner provided equipment rack. It is assumed that a network drop will be provided or is already present at the head end location.

Thank you for this opportunity to quote!

MANUFACTURER	DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
Other Items				
Tightrope Media Systems	Web-centric VOD and Live Streaming Solution in a3 RU chassis. Streams H.264 HLS Adaptive bitrate m	2.00	\$22,190.24	\$44,380.48
Tightrope Media Systems	Annual hardware assurance contract for the CBLVIO2-OMNI-HA. First 3 years are included with the purch	4.00	\$1,783.54	\$7,134.16
Tightrope Media Systems	Annual Cloud-based reflection service operating in conjunction with both Cablecast Live and Cablecast	1.00	\$2,117.65	\$2,117.65
	Cablecast Remote Training 1/2 Day.	1.00	\$376.47	\$376.47
Black Magic Design	Mini Converter - SDI to Analog	1.00	\$195.00	\$195.00
	Professional Integration Services	24.00	\$75.00	\$1,800.00
	Misc Material	1.00	\$250.00	\$250.00
Other Items Total:				\$56,253.76
Subtotal:				\$56,253.76
Tax:				\$0.00
Total:				\$56,253.76

IF YOU WISH TO ACCEPT THIS PROPOSAL AND RELATED STATEMENT OF WORK, PLEASE SIGN AND RETURN

BUYER: _____
 (Print Name)

SIGNATURE: _____

DATE: _____

General Terms and Conditions

These Terms & Conditions are by and between Thalner Electronic Laboratories, Inc. d/b/a TEL Systems, Inc. and the undersigned Customer (the "Customer")

1. **PRICING** All prices good up to 15 days after quote date, and all sales are considered final.
2. **INSTALLATION:** Customer hereby grants to TEL Systems the right to install the equipment, and represents and warrants that all necessary governmental and third-party approvals for installation have been obtained. Delays in installation caused by public agencies, manufacturers, suppliers, acts of God, strikes or other union bargaining, and all acts not directly attributable to TEL Systems shall not in any way affect the obligations of Customer. TEL Systems shall not be responsible for damages for any such delay.
3. **TAXES, FEES, AND PERMITS:** Customer agrees to pay TEL Systems all State and Local taxes, excises, permits, and fees if required. All dollars in this agreement are pretax unless otherwise stipulated.
4. **PAYMENT:** Payment accepted in the form of cash, cleared business or personal check or other pre-approved electronic payment options. Financing options are available and must be agreed upon before sale.
5. **SHIPPING:** All shipments of Equipment are FOB TEL Systems' distribution facilities, unless otherwise noted in quotation.
6. **RESPONSIBILITY:** Please reference the proposal number on purchase orders or correspondence. Until balance is paid, Customer agrees to take proper care of the Equipment on premises and to be responsible for its damage or loss by fire, theft, casualty or any other cause whatsoever, and will not permit or suffer same to be removed from the place of its location at address of Customer, without written consent of TEL Systems or assigns.
7. **GENERAL:** This Agreement constitutes the sole and entire understanding between the parties with respect to the subject matter hereof and supersedes all prior conversations, agreements, representations and promises, whether verbal or written. No modification of this Agreement shall be valid unless made in writing and properly signed by each party.
8. **INFRASTRUCTURE:** In the event that TEL Systems is installing equipment or systems that require connectivity to the Customer network including, but not limited to, VOIP / SIP / POTs connectivity, Internet Access, Wireless Network Access, firewall traversal, port forwarding, and/or RF COAX, TEL Systems may advise Customer as to the network requirements. Any responsibility for infrastructure on the part of TEL Systems stops at the installed equipment 's network jack or wireless connection; and configuration of the network settings on the device sold. TEL Systems is not responsible for updating network settings in the event the Customer 's network changes. If the Customer's network is not "Plug and Play" then any custom network settings must be supplied by the Customer to TEL Systems before the completion of installation.
9. **INSTALLATION AND SITE PREPARATION:** Installation (field assembly, interconnection, equipment calibration and checkout) is to be performed by the TEL Systems' trained technical employees. There may be times that TEL Systems will find it necessary to employ sub-contractors to assist in or carry out, in whole or in part, the installation. TEL Systems shall coordinate and cooperate with other trades to facilitate satisfactory work progress. If the TEL System's work in progress is impeded by other trades and/or contractors (excluding TEL System's own subcontractors) or by scheduling delays due to the Customer, time delays in the final installation as well as additional charges including labor, travel and reasonable expenses may result.
10. The Customer shall be responsible for preparing, at its own expense, the installation site in accordance with the TEL Systems' Instructions, including the requirements specified in the quotation. TEL Systems shall not be responsible for any high voltage electrical work, conduits, raceways, cable trays, ceiling modifications, structural modifications, or mechanical systems modifications. Unless otherwise specified, Customer shall provide TEL Systems with source code (uncompiled) including GUI touch panel files for any non-TEL Systems programmed remote control systems required to be modified under the terms of this agreement. All building renovations, structural, aesthetic, trim, finish work or otherwise are not included in TEL Systems' pricing.
11. Installation price reflects work performed during normal business hours only, unless specified in writing.
12. The Customer shall provide TEL Systems with reasonable access to the installation site before delivery, for purposes of determining site readiness for installation, and shall designate an individual on Customer's staff to serve as a contact person for all site preparation and installation issues. The installation will be scheduled through this single point of contact. If the Customer needs to move the pre-scheduled installation date 10 business days or closer before the pre-scheduled install date, additional fees may incur.
13. Customer shall provide TEL Systems with access to the installation site to prepare for installation. The Customer shall indemnify the TEL Systems against any loss, damage or claim arising out of the condition of the storage and installation premises. Customer shall obtain at its expense and keep effective all permissions, licenses, and permits whenever required for the installation and/or use of the Equipment and the premises where the Equipment shall be situated.
14. **LIMITATIONS OF WARRANTY – PRODUCTS OF OTHERS:** This proposal will include a limited one-year, on-site parts and labor warranty against defective workmanship on the installation and on the products included in the system. The system warranty is initiated at the time of substantial system completion. Please see the TEL Systems Warranty/Implementation Agreement for more details and clarifications.
15. Unless otherwise specified, no warranty is provided for "consumables" including batteries, lamps, glassware and evacuated devices. TEL Systems' obligation with respect to any material or part identified in the quotation, literature, or specifications furnished to the Customer as manufactured or supplied by others, shall be to pass on to the Customer the applicable manufacturer's warranties, if any. TEL Systems makes no implied or assumed claims regarding performance, capabilities or interface capability of the equipment listed unless otherwise noted.
16. **CHOICE OF LAW AND SEVERABILITY:** This agreement shall be interpreted in accordance with and governed in all respects by the law of the State of Michigan. Should any provision of this agreement be found invalid or unenforceable by a court of law, it shall not affect the validity of any other provision contained herein.
17. **RESTOCKING FEES:** Equipment returns must be authorized in writing by TEL Systems and may incur a re-stocking fee plus total freight.
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BILL TO		JOB LOCATION
Company: Romulus, City of	Company: Romulus, City of	Date: 2022-12-08
Address: 11111 Wayne Road	Address: 11111 Wayne Road	Sales Rep: MATT BIZER
Romulus, MI 48174	Romulus, MI 48174	Phone: (313)618-0424
Contact: Mike Laskaska	Contact:	Email: MBIZER@THALNER.COM
Phone: (734)740-1508	Phone:	

TITLE
Council Chambers Audio Modifications

SCOPE OF WORK

- Mount 2 line array speakers for audience area.
- Install 8 supporting speakers for the dias.
- Add 8 channel amplifier and re-wire existing and new for a mix-minus configuration for the dias microphones.
- Reprogram the TesiraForte to operate the modified speaker system.
- Update system drawings noting the changes and provide revised copies.
- Provide new 18" Gooseneck microphone for Public Comment Lectern.

Any additional conduit/cable paths and power needed for system modifications (if required) are assumed to be provided by others.

Thank you for this opportunity to quote!

MANUFACTURER	DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
Array				
JBL	Straight Line Array Column with 16 x 2" Drivers and Constant Beamwidth Technology. Switchable 40° or	2.00	\$827.71	\$1,655.42
Array Total:				\$1,655.42
Dias Mix Minus				
Ashly	Network Power Amplifier 8 x 250W @ 4 Ohms, 150W @ 8 Ohms	1.00	\$2,493.75	\$2,493.75
JBL	Satellite Speaker, 60 mm (2.5 In) low-distortion driver, for use with C50S/T or C50CS/T subwoofer or	8.00	\$63.29	\$506.32
Dias Mix Minus Total:				\$3,000.07
Lectern Mic				
Shure	Cardioid-18" Gooseneck Condenser Microphone, Attached Preamp with XLR, Shock Mount, Flange Mount, Sn	1.00	\$235.00	\$235.00
Lectern Mic Total:				\$235.00
Installation				
	Misc Material	1.00	\$625.00	\$625.00
	Professional Integration Services	1.00	\$4,848.00	\$4,848.00
Installation Total:				\$5,473.00
Subtotal:				\$10,363.49
Tax:				\$0.00
Total:				\$10,363.49

IF YOU WISH TO ACCEPT THIS PROPOSAL AND RELATED STATEMENT OF WORK, PLEASE SIGN AND RETURN

BUYER: _____ SIGNATURE: _____ DATE: _____
 (Print Name)

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City of Romulus

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

Council Meeting Held:

January 3, 2023

Item No. A.

General Description: Second Reading and Final Adoption of Budget Amendment 22/23-10

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



MEMORANDUM

To: Honorable City Council

From: Ellen L. Craig-Bragg, City Clerk

Date: December 29, 2022

Re: 2nd Reading & Final Adoption of Budget Amendment 22/23-10

For Second Reading and Final Adoption of Budget Amendment 22/23-10 in the amount of \$81,500.00 for extension of RFP 20/21-04 Council Chamber AV System Improvements.

This budget amendment was introduced at the December 27th Regular City Council Meeting.

MEMORANDUM

TO: MayorRobert A. McCraight
FROM: Finance Department
DATE: December 20, 2022 *MSF*
SUBJECT: Budget Amendment 22/23 -10

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT</u> <u>BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED</u> <u>BUDGET</u>
Cable				
<u>Fund Balance</u>				
211-000.393.211	Peg Fees Restricted Fund Equity	1,066,717.63	\$ (81,500.00)	\$ 985,217.63
<u>Expense</u>				
211-000-970.000	Capital Outlay	14,500.00	\$ 81,500.00	\$ 96,000.00

To recognize a Budget Amendment for Extension of Council Chamber Audio/Visual Remodel

BUDGET AMENDMENT FORM

Revenue		Expenditure	
Account Number /Name	Amount	Account Number /Name	Amount
211-000-393.211 Fund Balance	(\$81,500.00)	211-000-970.00 Capital Outlay	\$ 81,500
Total	\$ (81,500.00)		\$ 81,500.00

PURPOSE:

To recognize a Budget Amendment for Extension of RFP 20/21-04 Council Chamber AV System Improvement

DATE: 12/19/2022

Department Head Signature: _____

Mayor's Authorization: _____

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



City of Romulus

Treasurer's Report

Council Meeting Held:

January 3, 2023

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:

January 3, 2023

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:

January 3, 2023

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.

January 3, 2023

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

January 3, 2023

Councilperson Abdo: _____

Councilperson Barden: _____

Councilperson Roscoe: _____

Councilperson Talley: _____

Councilperson Wadsworth: _____

Councilperson Webb: _____

Councilperson Williams: _____



City of Romulus

Adjournment

Council Meeting Held:

January 3, 2023

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