



**CITY OF ROMULUS – CITY COUNCIL
REGULAR MEETING AGENDA
September 5, 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 Monday, August 28, 2023, at 7:30 p.m.
- B. Approval of the Minutes from the Special Meeting - Public Hearing held on Monday, August 28, 2023, at 6:30 p.m. which was for the purpose of hearing objections to the demolition and/or removal of debris of properties on Demolition List 23-01.

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. MOU Extension Low Income Household Water Assistance Program (LIHWAP)
- B. Sole Source Purchase - 2023 Ford F150 - Jack Demmer Ford

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

- A. Study Session Request for Monday, September 11, 2023, at 6:45 p.m.
- B. Resolution authorizing proposed ballot language amending Chapter 6, Section 6.4 of the Romulus City Charter

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: **September 5, 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: **September 5, 2023**

Item No. **A.**

General Description: Approval of Minutes from the Regular Meeting held on Monday, August 28, 2023, 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

August 28, 2023

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

Ellen L. Craig-Bragg, Clerk

Administrative Staff in Attendance:

D'Sjonaun Hockenhull - Deputy Clerk; Julie Wojtylko - Chief of Staff; Steve Hitchcock - City Attorney; Jeff

Kemp - Director of Building & Planning

1. Agenda

- A.** Moved by **Tina Talley**, seconded by **Kathy Abdo** to approve the Agenda as amended by adding an additional action item under the Clerk's Report.

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

Nays - None

Motion Carried Unanimously

2. Minutes

- A. Res. #23-229** Moved by **William Wadsworth**, seconded by **Tina Talley** to approve the Minutes from the Regular Meeting held on Monday, August 14, 2023, at 7:30 p.m.

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

Nays - None

Motion Carried Unanimously

- B. There were no special meetings held on Monday, August 14, 2023.**

3. Petitioner - None

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

Michigan State Representative Dylan Wegela presented a PowerPoint and gave a quarterly update on District 26 and the state budget passed by legislators.

Councilperson Abdo gave an update on Labor Day hours of the Romulus Athletic Center.

Res. #23-230 Moved by **Tina Talley**, seconded by **William Wadsworth** to adopt a memorial resolution for the family of Pamela Morrison-Kersey.

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. McCraith, Mayor**

Mayor McCraith gave an update on the city's response to last week's weather event.

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

- A. Second Reading and Final Adoption of Budget Amendment 23/24-4

- A. **Res. #23-231** Moved by **Celeste Roscoe**, seconded by **Kathy Abdo** to approve the Second Reading and Final Adoption of Budget Amendment 23/24-4 in the amount of \$15,000.00 to recognize donations for the B2B Event and corresponding expenditures.

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

Nays - None

Motion Carried Unanimously

- B. **Res. #23-232** Moved by **Celeste Roscoe**, seconded by **William Wadsworth** to approve the Second Reading and Final Adoption of Budget Amendment 23/24-5 in the amount of \$13,000.00 to recognize additional donations for the Pumpkin Festival Event and corresponding additional expenditures.

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

Nays - None

Motion Carried Unanimously

- C. [Agenda Amended to add:] Approval of Demolition List 23-01

Moved by **William Wadsworth**, seconded by **Kathy Abdo** to approve the demolition of structures and removal of all debris on Demolition List 23-01 and to let for bids for a demolition contractor for the following properties:

- 7305 Hollywood
- 10524 Inkster
- 37187 Menton
- 10885 Middlebelt
- 11318 Moore
- 28055 Van Born
- 29805 & 29815 Van Born
- 31021 Van Born
- 36009 Van Born
- 11010 Whitehorn

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

Nays - None

Motion Carried Unanimously

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

8. Public

A resident addressed the City Council regarding the overflowing of the Sexton and Kilfoil Drain.

A resident addressed the City Council regarding the flooding of properties on Ozga Rd. and requested that officials investigate the chemical smell coming from the wetlands between Ozga and Wick Rd.

A resident made inquiries to the Mayor.

A resident addressed the City Council to offer a suggestion regarding the regulation of traffic during weather events.

A resident addressed the City Council regarding truck traffic on Wick Rd.

9. Unfinished Business

The Mayor addressed resident's concerns made under public comment.

10. New Business

Res. #23-234 Moved by **Kathy Abdo**, seconded by **Virginia Williams** to adopt a resolution honoring 9-year old Skylin Michelle Bradley at 5932 Colorado St. who, on August 9th, called emergency services to help their grandmother.

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

Nays - None

Motion Carried Unanimously

11. Warrant

- A. Res. #23-234** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve Warrant # 23-16 for checks presented in the amount of \$1,479,186.71.

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

Nays - None

Motion Carried Unanimously

12. Communication

Councilperson Talley commented on past community events and the upcoming Pumpkin Festival.

Councilperson Abdo commented on the Relay For Life Event.

Councilperson Williams inquired about the Veteran's Memorial Monument and reminded residents about the Forgotten Harvest Program.

13. Adjournment

Moved by **William Wadsworth**, seconded by **Celeste Roscoe** to adjourn the meeting at 8:55 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, certify the foregoing to be a true copy of the minutes of the regular meeting of the Romulus City Council held on August 28, 2023.



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



City of Romulus

Minutes

Council Meeting Held: **September 5, 2023**

Item No. B.

General Description: Approval of the Minutes from the Special Meeting - Public Hearing held on Monday, August 28, 2023, at 6:30 p.m. which was for the purpose of hearing objections to the demolition and/or removal of debris of properties on Demolition List 23-01.

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 – PUBLIC HEARING
August 28, 2023

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

The meeting was called to order at 6:30 p.m. by Mayor Pro Tem John Barden.

1. Roll Call

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

Absent / Excused: Eva Webb

Administrative Officials in Attendance:

Robert McCraight, Mayor

Ellen L. Craig-Bragg, Clerk

Administrative Staff in Attendance:

D'Sjonaun Hockenbush - Deputy Clerk; Julie Wojtylko - Chief of Staff; Steve Hitchcock - City Attorney; Jeff Kemp - Director of Building and Planning

2. Moved by Tina Talley, seconded by Kathy Abdo to accept the Public Hearing Agenda as presented.

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

Nays - None

Motion Carried Unanimously

For the record, Councilperson Roscoe arrived at the meeting at 6:33 p.m.

3. Public Hearing Discussion: Demolition List 23-01

The discussion was led by Jeffrey Kemp, Director of Building and Planning. He presented a PowerPoint that provided pictures and a summary of the current state of each property on the Demolition List. He fielded questions from the Council and recommended the Council approve the demolition of all properties. He stated that the disconnect would take the longest period of time and he estimates that the City will not begin the physical demolition of the properties until a few months.

4. Public Comment

****A resident who lives next to 7305 Hollywood commented on the state of the property and the danger it presents. She requested that the property be demoed.**

****The property owner of 31021 Van Born addressed the City Council to inform them that the property is viable and that he's been actively using it for storage.**

****The property owner of 29805/29815 Van Born commented that the property has been in the family for over 40 years. She mentioned that there is a current occupant in one of the properties and were in the process of turning it into an Airbnb. She was unsure of the process to make the property occupiable by city standards.**

****The property owner of 37187 Menton commented to the Council that a tree fell on the property and his plan is to demolish the property and rebuild. He stated that he has already demoed the structure and there is just a slab foundation currently and the garage.**

****A member of the public inquired about the reselling of homes that are viable and what process is there to purchase the homes on the demolition list.**

****The property owner of 29805/29815 Van Born inquired about the costs of the demolition and if the costs will be transferred to the property owners.**

5. Moved by William Wadsworth, seconded by Celeste Roscoe to adjourn the Public Hearing at 7:20 p.m.

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

Nays - None

Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan do hereby certify the foregoing to be a true copy of the minutes of the Special Meeting – Public Hearing of the Romulus City Council held on August 28, 2023.

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

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



City of Romulus

Petitioner

Council Meeting Held: **September 5, 2023**

Item No. A.

General Description:

Petitioner: Romulus Rotary Club

Action: To adopt a resolution asking the Charitable Gaming Division of the Michigan Lottery to recognize the Romulus Rotary Club as a nonprofit organization operating in the community for the purpose of obtaining a charitable gaming license

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



Charitable Gaming Division
Box 30023, Lansing, MI 48909
OVERNIGHT DELIVERY:
101 E. Hillsdale, Lansing MI 48933
(517) 335-5780
www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL 432.103(K)(ii))

At a _____ meeting of the _____
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from _____ of _____
NAME OF ORGANIZATION CITY

county of _____, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____
APPROVAL/DISAPPROVAL

APPROVAL

Yeas: _____

Nays: _____

Absent: _____

DISAPPROVAL

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on _____
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
PENALTY: Possible denial of application

BSL-CG-1153(R6/09)



City of Romulus

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

Council Meeting Held: **September 5, 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: **September 5, 2023**

Item No. A.

General Description: MOU Extension Low Income Household Water Assistance Program (LIHWAP)

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: MOU Extension Low Income Household Water Assistance Program (LIHWAP)
DATE: August 30, 2023

I concur with the recommendation of Victoria Trush, Assistant Finance Director, and Legal Counsel, and respectfully request City Council authorize the Mayor and Clerk to extend the attached Low Income Household Water Assistance Program (LIHWAP) Memorandum of Understanding with Wayne Metro Community Action Agency effective until March 31, 2024.

Motion by _____, supported by _____, to concur with the administration and authorize the Mayor and Clerk extend the attached Low Income Household Water Assistance Program (LIHWAP) Memorandum of Understanding with Wayne Metro Community Action Agency effective until March 31, 2024.



MEMORANDUM

DATE: August 28, 2023

TO: Mayor Robert A. McCraight and Honorable Council Persons

FROM: Victoria Trush, Assistant Finance Director

SUBJECT: MOU extension Low Income Household Water Assistance Program (LIHWAP)

Effective December 17, 2021 the City became enrolled in the Low Income Household Water Assistance Program (LIHWAP) through Community Action Agency and MDHHS. This program provides funds to help alleviate water and wastewater arrearages for low-income households that are currently experiencing hardship during these difficult economic times.

The original agreement is set to expire on September 30, 2023, I would like to recommend that the City authorize the Mayor and Clerk to enter into an extension effective through March 31, 2024 and all other extension into perpetuity of the program. This extension agreement has been reviewed, and approved by the City Attorney, Steve Hitchcock.

If you should have any additional questions or we could be of any further assistance, please do not hesitate to contact the Finance Department.

Sincerely,

Victoria Trush
Assistant Finance Director
City of Romulus

MEMORANDUM OF UNDERSTANDING NUMBER:**AMENDMENT NUMBER: LIHWMOU22-99052** 1**Between****THE STATE OF MICHIGAN****DEPARTMENT OF HEALTH AND HUMAN SERVICES****And**

PARTNER / ENTITY NAME	82030 - Wayne Metropolitan Community Action Agency
PRIMARY CONTACT	Shama Mounzer
EMAIL	smounzer@waynemetrol.org

And

PARTNER / ENTITY NAME	City Of Romulus
PRIMARY CONTACT	Victoria Trush
EMAIL	vtrush@romulusgov.com

MDHHS CONTACT	EMAIL
Ben Gulker	MDHHS-LIHWAP@michigan.gov

MEMORANDUM OF UNDERSTANDING SUMMARY

BRIEF DESCRIPTION OF PURPOSE	Agreement between the water/wastewater provider, Community Action Agency and MDHHS for participation in the Low Income Household Water Assistance Program		
INITIAL EFFECTIVE DATE	12/22/2021	CURRENT EXPIRATION DATE	09/30/2023

AMENDMENT DESCRIPTION

EXTEND EXPIRATION DATE	☒ YES ☐ NO	NEW EXPIRATION DATE	03/31/2024
NATURE OF CHANGE	Extension through 3/31/2024		

The individual or officer signing this agreement certifies by his or her signature that he or she is authorized to sign this agreement on behalf of the responsible governing board, official or agency.

Michigan Department of Health and Human Services

Signature of Director or Authorized Designee

Signature of Director or Authorized Designee

Jeanette Hensler,
Director-Grants Division, Bureau of Grants and Purchasing

Print Name / Title

Print Name / Title

Date

Date

Signature of Authorized Designee

Print Name / Title

Date

**STATE OF MICHIGAN
DEPARTMENT OF HEALTH AND HUMAN SERVICES**

WHEREAS, the Michigan Department of Health and Human Services (hereinafter referred to as “MDHHS”) entered into Memorandum of Understanding effective 12/22/2021, with 82030 - Wayne Metropolitan Community Action Agency and City Of Romulus (hereinafter referred to as “Partners”), for the provision of certain services as set forth therein; and,

WHEREAS, it is mutually desirable to MDHHS and to Partners to amend the aforesaid Agreement.

THEREFORE, in consideration of the promises and mutual covenants hereinabove and hereinafter contained, the parties hereto agree to the following amendment of said Agreement. This amendment shall be attached to the Agreement, said Agreement being hereby reaffirmed and made a part hereof.

Article I

This amendment shall be effective on the date of MDHHS signature or 10/1/2023, whichever is later.

Article II

Section 3. **Period of Agreement** shall be extended by six months, amending the agreement as follows:

This MOU is effective from 12/22/2021 through 3/31/2024.



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **September 5, 2023**

Item No. B.

General Description: Sole Source Purchase - 2023 Ford F150 - Jack Demmer Ford

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 Purchase – 2023 Ford F150 Jack Demmer Ford
DATE: August 30, 2023

I concur with the recommendation of Maria Lambert, Director of Resident Services & CDBG Coordinator, and Gary Harris, Purchasing Director, and respectfully request City Council authorize the sole source purchase of one (1) Ford F150 from Jack Demmer Ford in the amount of \$50,228.26 for the Romulus Senior Center.

Victoria Trush, Assistant Finance Director has verified that funds are available in the CDBG Fund, Program Income Expense account #252-000-844.000. *(note: these funds will not impact the General Fund and are received from rehab liens through Wayne County, which has approved use of the funds for the purchase of the vehicle)*

Motion by _____, supported by _____, to concur with the Administration, and authorize the sole source purchase of one (1) Ford F150 from Jack Demmer Ford in the amount of \$50,228.26 for the Romulus Senior Center.



MEMORANDUM

DATE: August 30, 2023
TO: Mayor Robert A. McCraight
FROM: Gary Harris, Purchasing Director
SUBJECT: Sole Source 2023 Ford F150 Jack Demmer Ford

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 one (1) new 2023 Ford F150 from Jack Demmer Ford for the Romulus Senior Center. Multiple dealers that are holders of MiDeal contracts were contacted in an effort to piggyback on existing contracts, however, an acceptable vehicle was not available. The dealers stated a vehicle would have to be ordered and the time frame could be up to one year to receive the vehicle under terms of the MiDeal contract. Maria Lambert, Director of Resident Services & CDBG Coordinator was able to find an available vehicle at Jack Demmer Ford. Pricing of the vehicle is comparable to MiDeal pricing.

I concur with the recommendation of Maria Lambert, Director of Resident Services & CDBG Coordinator, to proceed with this purchase. If you concur, please request Council's authorization for the purchase of one (1) Ford F150 from Jack Demmer Ford in the amount of \$50,228.26 under the terms of Sole Source Purchases Exception in Section 39-11(d)(1)c.1 of the City of Romulus Purchasing Ordinance.

The current vehicle being used by Senior Chore Services is a 2006 GMC Sierra which is completely worn and nearly inoperable. This pickup truck will be sent to auction under the city's disposal of surplus materials policy upon approval of the purchase.

Victoria Trush, Assistant Financial Services Director, has verified that funds are available in the CDBG Fund, Program Income Expense Account (252-000-844.000). Please note, these funds will not impact the General Fund and are received from rehab liens through Wayne County, which has approved use of the funds for the purchase of the vehicle.

Gary Harris
Purchasing Director



MEMORANDUM

DATE: August 30, 2023

TO: Gary Harris, Director of Purchasing

FROM: Maria Lambert, Director of Resident Services,
CDBG Coordinator

RE: Purchase Approval of a Pickup for Senior Services Chore Program

Dear Mr. Harris,

I am requesting your approval to replace the current worn vehicle used for Senior Chore Services by purchasing a 2023 Ford F150 in the amount of \$50,228.26 from Jack Demmer Ford. This vehicle will be funded from the CDBG Program Income account #252-000-844.000. These are funds received from rehab liens that are repaid and not from the General Fund. The 2006 GMC Sierra pickup currently in service will be sent to auction following the purchase of the new vehicle.

I have reviewed pricing from MiDeal contracts and after contact with three approved Ford dealers, the MiDeal pricing will only cover vehicles that are ordered and not those currently on lots. The ordering process may take up to one (1) year. The 2006 truck we have is no longer dependable. I ask that we request city council to approve the purchase from Jack Demmer Ford which is comparable to MiDeal pricing and is readily available.

If you should have any questions regarding this matter, please contact me at (734) 955-4533 or mlambert@romulusgov.com.

Lambert, Maria

From: Mike Phillips <mphillips@demmer.com>
Sent: Tuesday, August 29, 2023 1:43 PM
To: Lambert, Maria
Subject: NEW TRUCK
Attachments: romulus.pdf

Deal Number: 1078251 17) CL/A&H Code/Amt: NO
1) Contract Date: 08/29/23 18) A&H Premium:
2) Stock Number: 231332 19) Gap Coverage:
3) Fin Inst: FMCC 20) License Fee: \$ 282.00
21) Title Fee: \$ 16.00
4) Price of Car: \$ 49,731.26 22) Transfer Fee:
5) Total We Owes: 23) Total Tax Amount:
6) TRIPLE CARE:
7) PAINT-FABRIC GUARD: Total Down:
8) Rebate: 24) *** Payment ***: \$ 50,228.26
9) Term: 25) DaysTo/1stPmtDate: 08/29/23
0) APR: Sale Subtotal: \$ 49,731.26
1) Cash Deposit: Total Financed: \$ 50,228.26
2) Due On Delivery: Finance Charge:
3) Net Trade Allowanc: Total Other Charges:
4) MBI: Total of Payments: \$ 50,228.26
5) TIRE CARE: Deferred Price:
6) Documentation Fee: \$ 175.00 Unpaid Balance: \$ 50,228.26

SO , TOTAL IS 50228.26



FUNDS VERIFICATION FORM

DEPARTMENT:	CDBG
FUND NAME:	PROGRAM INCOME
ACCOUNT NUMBER/S:	252-000-844.000
PURPOSE FOR REQUEST:	Purchase 2023 F150 4x4/tow package for Senior Chore Program-
AMOUNT OF EXPENDITURE:	\$50,228.26
SIGNATURE OF DEPARTMENT HEAD:	<i>Maria Lambert</i>
FUNDS CURRENTLY AVAILABLE:	58,100
FINANCE DEPARTMENT APPROVAL:	<i>Victoria Lynch</i>
DATE:	8-29-2023



U.S. Department of Housing and Urban
Development
451 Seventh Street, SW
Washington, DC 20410
www.hud.gov
espanol.hud.gov

**Environmental Review
for Activity/Project that is Exempt or
Categorically Excluded Not Subject to Section 58.5
Pursuant to 24 CFR 58.34(a) and 58.35(b)**

Project Information

Project Name: Senior-Services-Truck

HEROS Number: 900000010349526

State / Local Identifier:

Project Location: 11111 Wayne Road , Romulus, MI 48174

Additional Location Information:

N/A

Description of the Proposed Project [24 CFR 50.12 & 58.32; 40 CFR 1508.25]:

This is a request to purchase a senior Chore Services Truck for the community in the city of Romulus, Michigan

Level of Environmental Review Determination

**Activity / Project is Exempt per 24 CFR 58.34(a):
58.34(a)(4)**

Funding Information

Grant Number	HUD Program	Program Name
B-22-UN-26-0006	Community Planning and Development (CPD)	Community Development Block Grants (CDBG) (Entitlement)

Estimated Total HUD Funded Amount: \$50,228.26

Estimated Total Project Cost [24 CFR 58.2 (a) (5)]: \$50,228.26

Mitigation Measures and Conditions [CFR 1505.2(c)]:

Summarized below are all mitigation measures adopted by the Responsible Entity to reduce, avoid or eliminate adverse environmental impacts and to avoid non-compliance or non-conformance with the above-listed authorities and factors. These measures/conditions must be incorporated into project

contracts, development agreements and other relevant documents. The staff responsible for implementing and monitoring mitigation measures should be clearly identified in the mitigation plan.

Law, Authority, or Factor	Mitigation Measure or Condition	Comments on Completed Measures	Complete
---------------------------------	---------------------------------	-----------------------------------	----------

Preparer Signature: Stephanie Cayce Date: 8-29-2023

Name / Title / Organization: Stephanie Cayce / / WAYNE COUNTY

Responsible Entity Agency Official Signature: Wednesday Redmond Date: 8-29-2023

Name / Title: Wednesday Redmond, Director

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environment Review Record (ERR) for the activity / project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).

Lambert, Maria

From: Stephanie Cayce <Scayce@waynecounty.com>
Sent: Tuesday, August 29, 2023 3:27 PM
To: Lambert, Maria; Tuesday Redmond
Subject: RE: Environmental for Romulus Truck
Attachments: Sugnature Page - Romulus Truck.pdf

Tuesday,

Please find the EER review and approval for the Romulus Truck

Stephanie Cayce
Senior Executive Program Manager
Wayne County Community & Economic Development Division Guardian Building - 500 Griswold 28th Floor Detroit, MI 48226

-----Original Message-----

From: Lambert, Maria <mlambert@romulusgov.com>
Sent: Tuesday, August 29, 2023 2:57 PM
To: Tuesday Redmond <tredmond@waynecounty.com>; Stephanie Cayce <Scayce@waynecounty.com>
Subject: Emailing: Romulus truck purchase.pdf

Hi Ladies,
This is just waiting for your approval to proceed to Council.
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

ONE ROMULUS * integrity and transparency * solution oriented * endeavor to improve and simplify process * inclusive service and opportunity for all



City of Romulus

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

Council Meeting Held: **September 5, 2023**

Item No. A.

General Description: Study Session Request for Monday, September 11, 2023, at 6:45 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



MEMORANDUM

To: Honorable City Council
From: Ellen L. Craig-Bragg, City Clerk
Cc: D'Sjonaun Hockenhull, Deputy City Clerk
Date: August 31, 2023
Re: Study Session Request

City Treasurer Stacy Paige is requesting a thirty (30) minute study session on Monday, September 11, 2023, at 6:45 p.m. to discuss the Quarterly Investment Report.

The date and time are available for the request.

INTEROFFICE MEMORANDUM

TO: ELLEN CRAIG-BRAGG, CITY CLERK
FROM: STACY PAIGE, CITY TREASURER
SUBJECT: REQUEST FOR STUDY SESSION
DATE: AUGUST 24, 2023

I am respectfully requesting a Study Session with Romulus City Council for the purpose of discussing our quarterly investment report.

I will need 30 minutes and I have confirmed availability on Monday, September 11, 2023 from 6:45 pm to 7:15 p.m.

Thank you for your consideration.



City of Romulus

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

Council Meeting Held: September 5, 2023

Item No. B.

General Description: Resolution authorizing proposed ballot language amending Chapter 6, Section 6.4 of the Romulus City Charter

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

Cc: D'Sjonaun Hockenhull, Deputy City Clerk

Date: August 31, 2023

Re: Resolution authorizing proposed ballot language amending Ch. 6, Sec. 6.4 of the Romulus City Charter

It is requested that the City Council approve and adopt the attached Resolution calling for an Election to be held on the date of the Presidential Primary on the 27th day of February 2024 or the 12th day of March 2024, whichever becomes the Presidential Primary, authorizing the proposed language to be placed on the ballot, amending chapter VI, Section 6.4 of the Romulus City Charter, regarding the number of monthly regular meetings of the council.

RESOLUTION NO. _____
CITY OF ROMULUS
WAYNE COUNTY, MICHIGAN

**RESOLUTION CALLING FOR AN ELECTION TO BE HELD ON THE DATE OF THE
PRESIDENTIAL PRIMARY ON THE 27TH DAY OF FEBRUARY 2024 OR THE 12TH
DAY OF MARCH 2024 WHICH EVER BECOMES THE PRESIDENTIAL PRIMARY,
AUTHORIZING THE FOLLOWING PROPOSED LANGUAGE TO BE PLACED ON
THE BALLOT, AMENDING CHAPTER VI, SECTION 6.4 OF THE ROMULUS CITY
CHARTER, REGARDING THE NUMBER OF MEETINGS OF COUNCIL**

Present: _____

Absent: _____

WHEREAS, Chapter VI Section 6.4 of the Romulus City Charter, provides Council shall meet three (3) times each month;

WHEREAS, the City Council has determined that is not necessary to meet three (3) times each month and that two (2) times each month would be sufficient.

NOW THEREFORE, BE IT RESOLVED that the amendments of Chapter VI Section 6.4 of the Romulus City Charter be placed on the ballot on the date of the Presidential Primary to be set on the 27th day of February 2024 or 12th day of March 2024.

BE IT FURTHER RESOLVED that the amended provision of Chapter VI Section 6.4 of the City of Romulus City Charter shall read as follows:

The Council shall meet not less than two (2) times each month in the Council Chambers in the City of Romulus at times and dates to be determined by the Council at the first meeting thereof after each general City election. If any time set for the holding of a regular meeting of the Council shall fall on a legal holiday, then such regular meeting shall be held at the same time and place on the next secular day which is not a holiday.

BE IT FURTHER RESOLVED that the above proposed ballot language to amend of the City of Romulus Charter be submitted to the Attorney General and the Governor of the State of Michigan for their approval and for placement on the Presidential Primary election to be set on the 27th day of February 2024 or 12th day of March 2024 election ballot.

BE IT FURTHER RESOLVED the following proposed language be submitted to the voters for consideration.

Shall the City amend Chapter VI Section 6.4 of the City Charter to establish a minimum of two (2) Council meetings each month beginning July 1, 2024. The current Charter provision requires three (3) meetings each month.

☐ Yes

☐ No

RESOLUTION DECLARED ADOPTED.

Adopted: August _____, 2023

Roll Call Vote: Ayes: _____

Nays: _____

I, Ellen Craig-Bragg, Clerk for the City of Romulus, do hereby certify the foregoing to be a true copy of a resolution duly adopted by Romulus City Council at their meeting held on August ____, 2023.

Ellen Craig-Bragg
City Clerk



City of Romulus

Treasurer's Report

Council Meeting Held:

September 5, 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:

September 5, 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:

September 5, 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.

September 5, 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

September 5, 2023

Councilperson Abdo: _____

Councilperson Barden: _____

Councilperson Roscoe: _____

Councilperson Talley: _____

Councilperson Wadsworth: _____

Councilperson Webb: _____

Councilperson Williams: _____



City of Romulus

Adjournment

Council Meeting Held:

September 5, 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