



**CITY OF ROMULUS – CITY COUNCIL
REGULAR MEETING AGENDA
June 10, 2024
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 3, 2024, at 7:30 p.m.
- B. **No quorum was present for the Special Meeting - Study Session scheduled for Monday, June 3, 2024, at 6:30 p.m.**

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. Piggyback on MiDeal Contract for the Purchase of four (4) Ford Utility Police Interceptors
- B. Piggyback on MiDeal Contract for the Purchase of one (1) Ford F150 Truck for Animal Control
- C. Piggyback on MiDeal Contract for the Purchase of eight (8) Motorola Prep Radios
- D. ITB 23/24-15 Upfitting for Police Utility Interceptors

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

- A. Second Reading & Final Adoption of amendments to Appendix D, Article IX, Section 9.1(a) of the City of Romulus Code of Ordinances
- B. Appointment to the Romulus Board of Zoning Appeals
- C. First Reading and Introduction to TA-2023-001; Zoning Ordinance Text Amendment (Single-Family Residential)
- D. First Reading and Introduction of amendments to Ch. 62, Article IV, Sec. 62-357 through Sec. 62-369 of the City of Romulus Code of Ordinances
- E. Request to Amend Resolution # 23-155

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. Warrant

- A. Approval of Warrant #: 24-11 for checks presented in the amount of \$1,267,078.99.

12. Communication

13. 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: **June 10, 2024**

Item No. A.

General Description: Approval of Agenda

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Minutes

Council Meeting Held: **June 10, 2024**

Item No. A.

General Description: Approval of Minutes from the Regular Meeting held on Monday, June 3, 2024, at 7:30 p.m.

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



MINUTES OF THE REGULAR ROMULUS CITY COUNCIL MEETING

June 3, 2024

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

Pledge of Allegiance

Roll Call

Mayor Pro Tem John Barden called the meeting to order at 7:30 p.m.

Present: Kathy Abdo, John Barden, Celeste Roscoe, Tina Talley, Virginia Williams, Allen Wilson

Absent / Excused: William Wadsworth

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;

Maria Farris - Finance Director; Ken Chapman - Deputy Fire Chief

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, Williams, Wilson

Nays - None

Motion Carried Unanimously

2. Minutes

- A. **Res. #24-149** Moved by **Celeste Roscoe**, seconded by **Kathy Abdo** to approve the Minutes from the Regular Meeting held on Tuesday, May 28, 2024, at 7:30 p.m.

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

Nays - None

Motion Carried Unanimously

- B. **Res. #24-150** Moved by **Celeste Roscoe**, seconded by **Tina Talley** to approve the Minutes from the Special Meeting - Executive Session held on Tuesday, May 28, 2024, at 6:30 p.m. to discuss union matters and the Special Meeting - Public Hearing held on Tuesday, May 28, 2024, at 7:00 p.m. to hear public input for the proposed special assessment district for Merriman, Wickham, Wick, Vining, and Smith roads.

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

Nays - None

Motion Carried Unanimously

3. Petitioner – None

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, Williams, Wilson

Nays - None

Motion Carried Unanimously

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

- A. Res. #24-151** Moved by **Celeste Roscoe**, seconded by **Virginia Williams** to concur with the Administration and award bid ITB 23/24-12 to the lowest, most responsive and responsible bidder, Nye Uniform Co., for a three-year pricing contract for Firefighter Duty and Class A Uniforms.

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

Nays - None

Motion Carried Unanimously

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

- A. Res. #24-152** Moved by **Kathy Abdo**, seconded by **Virginia Williams** to approve the 2nd Reading & Final Adoption of Budget Amendment 23/24-18 in the amount of \$2,00.00 to recognize donations and corresponding expenses for the Juneteenth Celebration.

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

Nays - None

Motion Carried Unanimously

- B. Res. #24-153** Moved by **Celeste Roscoe**, seconded by **Tina Talley** to approve the 2nd Reading & Final Adoption of Budget Amendment 23/24-19 in the amount of \$115,000.00 to amend FY24 Budget to account for depreciation and additional IT expenses.

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

Nays - None

Motion Carried Unanimously

- C. Res. #24-154** Moved by **Celeste Roscoe**, seconded by **Tina Talley** to concur with the recommendation of the Retiree Health Care Plan and Trust Board and approve the First Reading & Introduction to amendments to Appendix D - Public Employee Health Care Fund, Article IX - Trust Administration Board of Trustees, Section 9.1(a) - Board of Trustees, of the City of Romulus Code of Ordinances.

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

Nays - None

Motion Carried Unanimously

- D. Res. #24-155** Moved by **Tina Talley**, seconded by **Allen Wilson** to postpone the First Reading & Introduction to amendments to Ch. 62, Article IV, Sec. 62-357 through Sec. 62-369 of the City of Romulus Code of Ordinances until the amendments are reviewed at a study session.

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

Nays - None

Motion Carried Unanimously

7. Treasurer's Report – Stacy Paige, Treasurer

8. Public Comment

A resident addressed the City Council regarding the political signs and the City's sign ordinance.
A resident addressed the City Council regarding commercial vehicle parking on Dexter Street.

9. Unfinished Business

The city attorney responded to the public comment regarding political signs.

10. New Business

Res. #24-156 Moved by **Kathy Abdo**, seconded by **Virginia Williams** to schedule a Special Meeting - Study Session for Monday, June 10, 2024, at 6:30 p.m. to discuss amendments to the Water & Sewer Ordinance and to reschedule the Special Meeting - Study Session to review the applications from the 2024 Honorary Street Sign Dedication Program from Monday, June 10, 2024, at 6:30 p.m. to Monday, June 24, 2024, at 6:30 p.m.

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

Nays - None

Motion Carried Unanimously

11. Communication

Councilperson Talley commented on past events and commended this year's graduates from Romulus High School. She also commented on an upcoming community event.

Councilperson Wilson inquired about the use of public funds on private property, specifically, retention ponds inside subdivisions.

Councilperson Williams inquired about the retiree's health care and the need to schedule a meeting with the pre-65 retirees regarding their monthly premiums. She reminded residents of the Forgotten Harvest program and encouraged voters to do their due diligence regarding candidates on the ballot for the upcoming election.

12. Adjournment

Moved by **Celeste Roscoe**, seconded by **Kathy Abdo** to adjourn the meeting at 8:36 p.m.

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

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 3, 2024.



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



City of Romulus

Petitioner

Council Meeting Held:

June 10, 2024

Item No. 3

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Seconded by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Ayes: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Nays: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Abstain: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

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

Council Meeting Held: **June 10, 2024**

Item No. A.

General Description: Approval of the Chairperson's Report

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 10, 2024**

Item No. A.

General Description: Piggyback on MiDeal Contract for the Purchase of four (4) Ford Utility Police Interceptors

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: Piggyback on MiDeal Contract #071B770081 for the Purchase of four (4) Ford Utility Police Interceptors
DATE: June 5, 2024

I concur with the recommendation of Roger Salwa, Police Captain and Christina Parker, Purchasing Director, and respectfully request Council's authorization to piggyback on the MiDeal Contract #071B770081 to purchase four (4) 2025 Ford Utility Interceptors with options and a seven year extended warranty at the price of \$52,004.00 each for a total cost of \$208,016.00 from Gorno Ford for the Romulus Police Department.

Gary Harris, Assistant Finance Director, has verified that funds for the purchase will be available in the Law Enforcement-Federal, Capital Outlay expense account #266-301-971.000 after July 1, 2024.

Motion by _____, supported by _____, to concur with the administration and consent to piggyback on the MiDeal Contract #071B770081 to purchase four (4) 2025 Ford Utility Interceptors with options and a seven year extended warranty at the price of \$52,004.00 each for a total cost of \$208,016.00 from Gorno Ford for the Romulus Police Department.



MEMORANDUM

DATE: June 4, 2024
TO: Mayor Robert A. McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Piggyback on MIDEal contract #071B770081 for Purchase of four (4) Ford Utility Police Interceptors

Captain Roger Salwa of the Romulus Police Department has requested to purchase four (4) 2025 Ford Utility Interceptors with options and a seven year (7) extended warranty for the price of \$52,004.00 each for a total of \$208,016.00 by Piggybacking on the State of Michigan's MIDEal Contract #071B770081

Please be advised that the City is not required to solicit competitive bids for this purchase under the exception to competition clause of the Romulus Purchasing Ordinance which allows for the piggybacking on a contract solicited and awarded by another agency and as further outlined in subsection 39-11(d)(10) of the Ordinance:

"The city's procurement by competitive sealed bids shall be waived and the city may piggyback on an existing extendable contract, where the materials, services or goods in combination with services are purchased from a state or local governmental agency's bid that has been sufficiently advertised and was the subject of sealed bids so that in the opinion of the purchasing director or their designee the procedure meets the intent of competitive sealed bidding under this chapter."

The solicitation of bids to obtain pricing for vehicles by the State of Michigan Department of Technology, Management and Budget (host agency) resulted in Gorno Ford being awarded the contract for Ford vehicles under their extended purchasing program, MiDeal (Contract term August 1, 2017-November 30, 2024).

It is the recommendation of myself and Captain Roger Salwa to proceed with the purchase. If you concur, please request Council's permission to Piggyback on the MIDEal Contract #071B770081 for the purchase of four (4) 2025 Ford Utility Interceptors with options and a seven year extended warranty for the price of \$52,004.00 each for a total of \$208,016.00 from Gorno Ford.

Gary Harris, Assistant Finance Director, has verified that funds for this purpose will be available in the Law Enforcement-Federal, Capital Outlay expense account (266-301-971-000) after 7/1/2024.

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

Christina Parker

Christina Parker
Purchasing Director

MEMO



To: Christina Parker, Purchasing Director
From: Roger Salwa, Captain
Date: 6/4/2024
Re: Request to purchase (4) Police Interceptor SUV's

The Romulus Police Department is requesting to purchase (4) 2025, Ford, Police Interceptor SUV's. The new vehicles will replace older worn high mileage vehicles, and we will see savings on maintenance costs.

Cost: \$208,016.00 (\$52,004.00 ea.) 7yr. 100,000 mile warranty included in the cost.

Recommendation:

I am recommending that we piggyback on GSA MiDeal contract #071B7700181 and award the aforementioned to Gorno Ford in the amount of \$208,016.00

If you concur please request Council's permission to purchase (1) animal control vehicle.

Funds Verification:

Gary Harris, Assistant Finance Director, has verified that the funds are available for FY 24/25 for this acquisition in the; Federal Forfeiture - Capital Outlay.

MICHIGAN CONTRACT HOLDER

Robert K. Alderman

Gorno Ford

Bus: 734-671- 4017

ralderman@gornoford.com

CITY OF ROMULUS
11165 OLIVE ST
ROMULUS, MI 4174
BUS: 734-941-8400

ATT: D/LT. ROGER SALWA

6.3.24

2025 FORD UTILITY INTERCEPTOR AWD, CONTRACT# 071B7700181

3.0 ECOBOOST ENGINE

10 SPD AUTO TRANS

AGATE BLACK

CLOTH BUCKET FRONT / VINYL REAR SEATING

POWER WINDOWS / LOCKS

PRE-DRILLED HOLES IN FRONT HEADLAMP HOUSING

CLASS III HITCH

GLOBAL LOCK

DUAL LED SPOTLIGHTS

KEYCODE 1284X

KEYLESS ENTRY 4 FOBS

RR DOOR LCKS / HANDLES INOP

POWER HEATED SIDE MIRRORS

DARK CAR FEATURE

FIXED PEDALS

REAR WINDOW DEFROST

CARGO DOME

100 WATT SIREN / SPEAKER PREP KIT

POLICE ENGINE IDLE

7 YEAR, 100,000 MILE PREMIU CARE WARRANTY

DELIVERED TO ROMULUS, MI

\$ 52,004.00

(MSRP \$ 56,810.00)

X4 VEHICLES

\$208,016.00



FUNDS VERIFICATION FORM

DEPARTMENT: Police Dept.

FUND NAME: Federal Forfeiture – Capital Outlay

ACCOUNT NUMBER/S: 266-301-971.000

PURPOSE FOR REQUEST:

Purchase (4) Police Interceptor SUV's - Vehicles will not be received until after 7/1/2024, need approval to order.

AMOUNT OF EXPENDITURE: \$208,016.00 – FY 24/25

SIGNATURE OF DEPARTMENT HEAD:

FUNDS CURRENTLY AVAILABLE: \$566,546.00 in FY 24/25

FINANCE DEPARTMENT APPROVAL:

DATE: 6/4/2024



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 10, 2024**

Item No. B.

General Description: Piggyback on MiDeal Contract for the Purchase of one (1) Ford F150 Truck for Animal Control

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: Piggyback on MiDeal Contract #071B7700181 for the purchase of one (1) Ford F150 Truck for Animal Control
DATE: June 5, 2024

I concur with the recommendation of Roger Salwa, Police Captain and Christina Parker, Purchasing Director, and respectfully request Council's authorization to piggyback on MiDeal Contract #071B7700181 with Gorno Ford to purchase one (1) 2024 Ford F150 in the amount of \$47,577.00 including extended seven (7) year warranty and options for Animal Control.

Gary Harris, Assistant Finance Director, has verified that funds for this acquisition will be available in the Motor Vehicle Fund, Capital Outlay Machinery & Equipment account #661-572-971.138 after July 1, 2024.

Motion by _____, supported by _____, to concur with the administration and consent to piggyback on MiDeal Contract #071B7700181 with Gorno Ford to purchase one (1) 2024 Ford F150 in the amount of \$47,577.00 including extended seven (7) year warranty and options for Animal Control.



MEMORANDUM

DATE: June 4, 2024
TO: Mayor Robert A. McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Piggyback on MiDeal contract #071B770081 for Purchase of one (1) Ford F150 Truck for Animal Control

Captain Roger Salwa of the Romulus Police Department has requested to purchase one (1) 2024 Ford F150 with options and a seven year (7) extended warranty for the price of \$47,577.00 by Piggybacking on the State of Michigan's MiDeal Contract #071B770081

Please be advised that the City is not required to solicit competitive bids for this purchase under the exception to competition clause of the Romulus Purchasing Ordinance which allows for the piggybacking on a contract solicited and awarded by another agency and as further outlined in subsection 39-11(d)(10) of the Ordinance:

"The city's procurement by competitive sealed bids shall be waived and the city may piggyback on an existing extendable contract, where the materials, services or goods in combination with services are purchased from a state or local governmental agency's bid that has been sufficiently advertised and was the subject of sealed bids so that in the opinion of the purchasing director or their designee the procedure meets the intent of competitive sealed bidding under this chapter."

The solicitation of bids to obtain pricing for vehicles by the State of Michigan Department of Technology, Management and Budget (host agency) resulted in Gorno Ford being awarded the contract for Ford vehicles under their extended purchasing program, MiDeal (Contract term August 1, 2017-November 30, 2024).

It is the recommendation of myself and Captain Roger Salwa to proceed with the purchase. If you concur, please request Council's permission to Piggyback on the MiDeal Contract #071B770081 for the purchase of one (1) 2024 Ford F150 Truck with options and a seven year extended warranty for the price of \$47,577.00 00 from Gorno Ford.

Gary Harris, Assistant Finance Director, has verified that funds for this purpose will be available in the Motor Vehicle Fund, Capital Outlay Machinery & Equipment (661-572-971.138) after 7/1/2024.

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

Christina Parker

Christina Parker
Purchasing Director

MEMO



To: Christina Parker, Purchasing Director
From: Roger Salwa, Captain
Date: 6/4/2024
Re: Request to purchase Animal Control Vehicle

The Romulus Animal Shelter is requesting to purchase (1) 2024, Ford, F150, to be utilized as an Animal Control Vehicle. The new vehicle will replace the older out of service vehicle.

Cost: \$47,577.00

Recommendation:

I am recommending that we piggyback on GSA MiDeal contract #071B7700181 and award the aforementioned to Gorno Ford in the amount of \$47,577.00

If you concur please request Council's permission to purchase (1) animal control vehicle.

Funds Verification:

Gary Harris, Assistant Finance Director, has verified that the funds are available for FY 24/25 for this acquisition in the; Motor Vehicle Fund - Capital Outlay - Machinery & Equipment.

MICHIGAN CONTRACT HOLDER

ROBERT ALDERMAN

GORNO FORD

Woodhaven Mi

Bus: 734-671-4017

ralderman@gornoford.com

CITY OF ROMULUS
11165 OLIVE ST
ROMULUS, MI 4174
BUS: 734-941-8400

ATT: D/LT. ROGER SALWA

2.22.24

2024 F-150 XL 4X4 CREWCAB PICKUP W/5'5" BED MI CONTRACT# 071B7700181

145" WHEELBASE

AGATE BLACK

MED DARK SLATE VUNYL 40/20/40

2.7 V6 ENGINE

10 SPD TRANS

3.73 ELOCK REAR AXLE

265/70R-17

RUNNING BOARDS

CLASS IV HITCH

REAR WINDOW DEFROSTER / PRIVACY GLASS

BACK UP ALARM

SPRAY IN BEDLINER

REMOTE KEYLESS ENTRY 4 FOBS

POWER GROUP

CRUISE CONTROL

SPRAY IN BEDLINER

DELIVERED TO ROMULUS, MI \$ 43,842.00

(MSRP \$ 51,445.00)

RECOMMENDED OPTIONS

7 YR, 100,000 MILE PREMIUM CARE WARRANTY \$ 3,735.00

MUNICIPAL LIGHTING PACKAGE \$ 1,795.00

5.0 V8 ENGINE \$ 1,995.00



FUNDS VERIFICATION FORM

DEPARTMENT: Animal Shelter

FUND NAME: Motor Vehicle Fund

ACCOUNT NUMBER/S: 661-572-971-138

PURPOSE FOR REQUEST:

Purchase (1) Animal Control Vehicle (Ford F150). Vehicle will not be received until after 7/1/2024, need approval to order vehicle.

AMOUNT OF EXPENDITURE: \$47,577.00 – FY 24/25

SIGNATURE OF DEPARTMENT HEAD:

FUNDS CURRENTLY AVAILABLE: ~~\$752,000.000~~ in FY 24/25

\$288,185.86

FINANCE DEPARTMENT APPROVAL: *Gary Harris*

DATE: 6/4/2024



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 10, 2024**

Item No. C.

General Description: Piggyback on MiDeal Contract for the Purchase of eight (8) Motorola Prep Radios

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: Piggyback on MiDeal Contract #MA190000001154 for the Purchase of eight Motorola prep radios from Motorola Solutions
DATE: June 4, 2024

I concur with the recommendation of Roger Salwa, Police Captain, and Christina Parker, Purchasing Director, and respectfully request Council's authorization to piggyback on the MiDeal Contract #MA190000001154 for the purchase of eight (8) Portable Prep Radios from Motorola Solutions at a cost of \$45,423.70.

Gary Harris, Assistant Finance Director, has verified that funds for this acquisition will be available in the Public Safety Fund (Police) Capital Outlay expense account #205-301-971.000 as of July 1, 2024.

Motion by _____, supported by _____, to concur with the administration and consent to piggyback on the MiDeal Contract #MA190000001154 for the purchase of eight (8) Portable Prep Radios from Motorola Solutions at a cost of \$45,423.70.



MEMORANDUM

DATE: June 3, 2024
TO: Mayor Robert A. McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Piggyback on MiDeal contract #MA190000001154 for Purchase of eight Motorola prep radios from Motorola Solutions

Police Captain Roger Salwa has requested to purchase eight (8) Motorola prep radios for the total price of \$45,423.70, from Motorola Solutions by Piggybacking on the State of Michigan's MiDeal Contracts #MA 190000001154.

Please be advised that the City is not required to solicit competitive bids for this purchase under the exception to competition clause of the Romulus Purchasing Ordinance which allows for the piggybacking on a contract solicited and awarded by another agency and as further outlined in subsection 39-11(d) (10) of the Ordinance:

"The city's procurement by competitive sealed bids shall be waived and the city may piggyback on an existing extendable contract, where the materials, services or goods in combination with services are purchased from a state or local governmental agency's bid that has been sufficiently advertised and was the subject of sealed bids so that in the opinion of the purchasing director or their designee the procedure meets the intent of competitive sealed bidding under this chapter."

The new radios will be issued to current Ordinance, Animal Control and police personnel to replace the current outdated/non-supported portable prep radios.

It is the recommendation of myself and Police Captain Roger Salwa, to proceed with the purchase of these radios. If you concur, please request Council's permission to Piggyback on MiDeal Contract #MA 190000001154 with Motorola Solutions for the purchase of eight (8APX6000) Portable Prep Radios at a total cost of \$45,423.70.

Gary Harris, Assistant Financial Services Director, has verified that funds for this purpose will be available in the Public Safety Fund, (Police) Capital Outlay expense account (205-301-971.000) as of 7/1/2024.

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

Christina Parker

Christina Parker
Purchasing Director



ROMULUS POLICE DEPT, CITY OF

06/03/2024

06/03/2024

ROMULUS POLICE DEPT, CITY OF
11165 OLIVE ST
ROMULUS, MI 48174

Dear Roger Salwa,

Motorola Solutions is pleased to present ROMULUS POLICE DEPT, CITY OF with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide ROMULUS POLICE DEPT, CITY OF with the best products and services available in the communications industry. Please direct any questions to Ed Horvath at EdHorvath@callmc.com.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Ed Horvath
Sr. Account Executive

Motorola Solutions Manufacturer's Representative

Billing Address:
ROMULUS POLICE DEPT, CITY
OF
11165 OLIVE ST
ROMULUS, MI 48174
US

Shipping Address:
ROMULUS POLICE DEPT, CITY
OF
11165 OLIVE ST
ROMULUS, MI 48174
US

Quote Date:06/03/2024
Expiration Date:08/02/2024
Quote Created By:
Ed Horvath
Sr. Account Executive
EdHorvath@callmc.com
313-218-3450

End Customer:
ROMULUS POLICE DEPT, CITY OF
Roger Salwa
rsalwa@romulusgov.com
734-942-6861

Contract: 35115 - STATE OF MICHIGAN,
MA# 190000001544
Payment Terms:30 NET

Line #	Item Number	Description	Qty	List Price	Disc %	Sale Price	Ext. Sale Price
	APX™ 6000 Series	APX6000					
1	H98UCF9PW6BN	APX6000 700/800 MODEL 2.5 PORTABLE	8	\$3,595.00	25.0%	\$2,696.25	\$21,570.00
1a	H869BZ	ENH: MULTIKEY	8	\$363.00	25.0%	\$272.25	\$2,178.00
1b	Q667BB	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	8	\$0.00	0.0%	\$0.00	\$0.00
1c	QA05570AA	ALT: LI-ION IMPRES 2 IP68 3400 MAH	8	\$115.50	25.0%	\$86.63	\$693.04
1d	Q361AR	ADD: P25 9600 BAUD TRUNKING	8	\$330.00	25.0%	\$247.50	\$1,980.00
1e	H38BT	ADD: SMARTZONE OPERATION	8	\$1,320.00	25.0%	\$990.00	\$7,920.00
1f	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	8	\$567.00	25.0%	\$425.25	\$3,402.00
1g	Q887AU	ADD: 5Y ESSENTIAL SERVICE	8	\$306.00	0.0%	\$306.00	\$2,448.00
1h	H122BR	ALT: 1/4 WAVE 7/8 STUBBY (NAR6595)	8	\$26.00	25.0%	\$19.50	\$156.00



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Description	Qty	List Price	Disc %	Sale Price	Ext. Sale Price
1i	QA09113AB	ADD: BASELINE RELEASE SW	8	\$0.00	0.0%	\$0.00	\$0.00
2	PMNN4486A	BATT IMPRES 2 LIION R IP67 3400T	5	\$188.27	25.0%	\$141.20	\$706.00
3	PMMN4062AL	AUDIO ACCESSORY-REMOTE SPEAKER MICROPHONE,IMPRES RSM, NOISE CANC. EMERGENCY BUTTON 3.5MM JACK IP54	20	\$127.12	25.0%	\$95.34	\$1,906.80
Product Services							
4	NNTN8844A	CHARGER, MULTI-UNIT, IMPRES 2, 6-DISP, NA/LA-PLUG, ACC USB CHGR	1	\$1,705.20	25.0%	\$1,278.90	\$1,278.90
5	NNTN8860ATAA	TAA CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US	7	\$225.70	25.0%	\$169.28	\$1,184.96
Subtotal							\$59,748.85
Total Discount Amount							\$14,325.15
Grand Total							\$45,423.70(USD)

Notes:

- The pricing contained herein does not include the on-time MPSCS fee of \$250.00 per radio. Total for this quote would be \$2,000.00 and invoiced by MPSCS directly to your department.
- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



Purchase Order Checklist

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead
(PO will not be processed without this)

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the *Legal* Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)



FUNDS VERIFICATION FORM

DEPARTMENT: Police Dept.

FUND NAME:

Public Safety-Police – Capital Outlay

ACCOUNT NUMBER/S:

205-301-971.000

PURPOSE FOR REQUEST:

Purchase (8) portable prep radios- Product will not be received until after 7/1/2024, need approval to order.

AMOUNT OF EXPENDITURE: \$45,423.70 – FY 24/25

SIGNATURE OF DEPARTMENT HEAD:

FUNDS CURRENTLY AVAILABLE: \$76,660.00 in FY 24/25 budget

FINANCE DEPARTMENT APPROVAL:

DATE: 6/3/2024



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 10, 2024**

Item No. D.

General Description: ITB 23/24-15 Upfitting for Police Utility Interceptors

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: ITB 23/24-15 Up-fitting for Police Utility Interceptors
DATE: June 4, 2024

I concur with the recommendation of Roger Salwa, Police Captain and Christina Parker, Purchasing Director and respectfully request City Council award Bid ITB 23/24-15 to Williams Emergency Vehicles & Equipment, for the upfitting of new 2024/2025 police vehicles in the amount of \$18,886.65 per vehicle with pricing approved through June 30, 2025.

Gary Harris, Assistant Finance Director, has verified that funds for this acquisition are available in the Federal Law Enforcement Fund, Police Department, Expenditures Expense account #266-301-971.000.

Motion by _____, supported by _____ to concur with the administration and award Bid ITB 23/24-15 to Williams Emergency Vehicles & Equipment, for the upfitting of new 2024/2025 police vehicles in the amount of \$18,886.65 per vehicle with pricing approved through June 30, 2025.



MEMORANDUM

DATE: 06/03/2024
TO: Mayor Robert A. McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: ITB 23/24-15 UPFITTING POLICE UTILITY INTERCEPTORS

Bids were solicited to contract for the upfitting of new 2024/2025 police vehicles for the City of Romulus, Police Department.

In addition to being advertised in the 5/9/2024 issue of The Associated Newspaper Eagle, bid documents were made available to down load from the MITN Purchasing Group page of BidNet Direct at www.mitn.info. The MITN System notified 287 companies of the bid and of them, 13 companies downloaded the bid specifications and 3 companies were informed by email of the bidding opportunity (See Bidder's list attached).

On 5/30/2024, 3 bids were received and publicly opened.

I concur with the recommendation of Captain, Roger Salwa to award the contract to Williams Emergency Vehicles & Equipment, in the amount of \$18,886.65 per vehicle with pricing approved through 6/30/2025 for any additional vehicles. Williams was not the lowest bidder, however, their proximity to the city and shorter time frame to complete upfitting (14/44days) is why chosen.

Gary Harris, Assistant Finance Director has verified that funds for this acquisition have been budgeted for and are available in the Federal Law Enforcement Fund, Police Department, Expenditures Expense Account, (266-301-971.000).

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

Christina Parker

Christina Parker,
Purchasing Director

MEMO



To: Christina Parker, Purchasing Director
From: Roger Salwa, Captain 
Date: 6/3/2024
Re: Award ITB 23/24-15 Police Vehicle Up-Fitting

It is the recommendation of the Romulus Police Department to award ITB 23/24-15 to Williams Emergency Vehicles & Equipment the second lowest bidder based on their changeover days (14), workmanship warranty (Lifetime of Vehicle), and proximity to the City of Romulus.

VENDOR LIST
ITB 23/24-15 Upfitting Police Utility Interceptors

larry@absstorageproducts.com

Larry at ABS

justin@priority1emergency.com

Justin at Priority One

Williams Emergency

Attn: Eric Williams

TX: (734)890-8465

Email: williamsemergency@gmail.com

TABULATION SHEET - ITB 23/24-15 Upfitting Police Utility Interceptors				
COMPANY:	ABS Storage Products, Inc.	Williams Emerg. Vehicles	Arrowhead Upfitters, Inc.	Winder Equipment
# of years upfitting Police Vehicles	16 years	20 years	8	No Bid
Attachment I - Contractor's General Questionnaire & Refs	☒ YES ☐ NO	☒ YES ☐ NO	☒ YES ☐ NO	
Attachment II - Exceptions to Specifications Form	☒ YES ☐ NO	☐ YES ☒ NO	☒ YES ☐ NO	
Attachment III - City's Contractual Services Agreement	☒ YES ☐ NO	☒ YES ☐ NO	☒ YES ☐ NO	
Attachment IV - Additional Reimbursable Charges	☐ YES ☒ NO	☒ YES ☐ NO	☐ YES ☒ NO	
Attachment V - Itemized Statement of all Charges	☒ YES ☐ NO	☒ YES ☐ NO	☒ YES ☐ NO	
MAXIMUM UNIT COST	\$25,230.50	\$18,886.65	\$18,000.00	
Parts Warranty & Workmanship Warranty	MFG & 1 year labor	MFG & lifetime of vehicle	See Bid	
Exceptions	☐ YES ☒ NO	☒ YES ☐ NO	☒ YES ☐ NO	
Exceptions taken:		See bid	See Bid	
Payment Terms				
Upfitted Simultaneously or Sequentially?	☒ Simultaneously ☐ Sequentially	☐ Simultaneously ☒ Sequentially	☐ Simultaneously ☒ Sequentially	
# of business days for the changeover	15 days per vehicle	14 days per vehicle	44 days per vehicle	
Option One - Additional Work				
Option One - Part A Additional Police Utility Interceptors after 6/30/25	☒ YES ☐ NO Extension Date:	☐ YES ☐ NO Extension Date:	☐ YES ☒ NO Extension Date:	
Option One - Part B - Pricing for other than AWD Ford Utility Interceptors	☐ Method #1 Cost Plus Labor - Parts quoted at cost Labor/hour. \$ _____ Maximum hours labor billable on each vehicle:	☐ Method #1 Cost Plus Labor - Parts quoted at cost Labor/hour. \$ _____ Maximum hours labor billable on each vehicle:	☐ Method #1 Cost Plus Labor - Parts quoted at cost Labor/hour. \$ _____ Maximum hours labor billable on each vehicle:	
	☒ Method #2 Parts quoted at 25 % over cost Labor/hour. \$95.00 Maximum hours labor billable on each vehicle: <input <="" td="" type="text" value="?"/> <td>☐ Method #2 Parts quoted at _____ % over cost Labor/hour. \$ _____ Maximum hours labor billable on each vehicle: </td> <td>☒ Method #2 Parts quoted at 30 % over cost Labor/hour. \$ 75.00 Maximum hours labor billable on each vehicle: </td> <td></td>	☐ Method #2 Parts quoted at _____ % over cost Labor/hour. \$ _____ Maximum hours labor billable on each vehicle:	☒ Method #2 Parts quoted at 30 % over cost Labor/hour. \$ 75.00 Maximum hours labor billable on each vehicle:	
	☐ Method #3 Other Description:	☐ Method #3 Other Description:	☐ Method #3 Other Description:	
Insurance?	☒ YES ☐ NO	☐ YES ☒ NO Will get if awarded bid	☒ YES ☐ NO	
CERTIFIED?	☒ YES ☐ NO	☐ YES ☒ NO	☒ YES ☐ NO	

PUBLICLY OPENED AT, 2:00:00 PM, Thursday, 5/30/2024 IN THE ROMULUS CITY COUNCIL CHAMBERS.

THOSE IN ATTENDANCE:

#	NAME	COMPANY	TITLE	
1	Christina Parker	CITY OF ROMULUS	PURCHASING DIRECTOR	
2	Lynn A. Conway	CITY OF ROMULUS	PURCHASING ADVISOR	
3				
4				
5				
6				
7				
8				
9				

MINUTES OF ITB 23/24-15 Upfitting Police Utility Interceptors

The public opening of the afore mentioned solicitation was held at 3:00 PM, in the Council Chambers at Romulus City Hall on Thursday, 5/30/2024.

The following were present for the opening:

Christina Parker – Purchasing Director
Lynn A. Conway – Purchasing Advisor
Gary Harris – Assistant Finance Director

3 sealed bids were received and publicly opened.

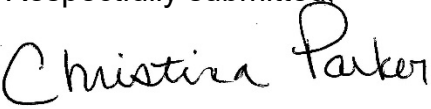
A.B.S. Storage Products, Inc.
8100 W. McNichols
Detroit, MI 48221

Williams Emergency Vehicle
42040 Koppernicke Rd St 405
Canton, MI 48187

Arrow Head Upfitters, Inc.
5431 Davison Road Suite A
Lapeer, MI 48446

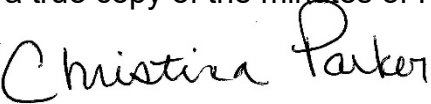
A copy of the tabulation sheet is attached.

Respectfully submitted,



Christina Parker,
Purchasing Director

I, Christina Parker, Purchasing Director for the City of Romulus, do hereby certify the foregoing to be a true copy of the minutes of ITB 23/24-15 held on 5/30/2024.



Christina Parker,
Purchasing Director



City of Romulus

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

Council Meeting Held: **June 10, 2024**

Item No. A.

General Description: Second Reading & Final Adoption of amendments to Appendix D, Article IX, Section 9.1(a) of the City of Romulus Code of Ordinances

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

City Council

John Barden, Mayor Pro Tem

Virginia Williams, Councilwoman

Tina Talley, Councilwoman

William Wadsworth, Councilman

Celeste Roscoe, Councilwoman

Kathleen Abdo, Councilwoman

Allen Wilson, Councilman



CITY COUNCIL AGENDA ITEM REQUEST FORM

Submitted to: Choose an ite

Date Submitted:

Submitted by:

Department:

Council Meeting of:

TITLE/DESCRIPTION OF ITEM

--

ACTION REQUESTED

Contract/Agreement	☐	New/Amended Ordinance	☐
Bid/Piggyback	☐	Public Hearing Request	☐
Budget Amendment	☐	Resolution	☐
Board Appointment	☐	Rezoning	☐
Fee Waiver	☐	Special Meeting Request	☐
Other	☐	Special Land Use Request	☐

RECOMMENDED RESOLUTION/ACTION

--

City of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com

OFFICE USE ONLY

Approved for Council Agenda: ☐

AGENDA ITEM # .



MEMORANDUM

DATE: May 15, 2024

TO: Ellen Craig-Bragg, Clerk

FROM: Maria Farris, Finance Director

SUBJECT: Amendment to Code of Ordinances: Section 9.1 Article IX. Appendix "D"

Attached is the amended ordinance that has been recommended by the Retiree Health Care Plan and Trust Board and prepared by the Retiree Health Care Attorney, Francis Judd.

The proposed language changes and amendment is necessary to establish a quorum for our board meetings. The board has been having difficulty securing a quorum and this is necessary to perform board duties and processes. I have attached a copy of the redlined version for your reference to review.

If you should have any questions or require any additional information prior to the meeting please feel free to contact me.

Sincerely,

Maria Farris

Finance Director/ Retiree Health Care Trustee
City of Romulus



VANOVERBEKE
MICHAUD &
TIMMONY, P.C.
ATTORNEYS AND COUNSELORS

MICHAEL J. VANOVERBEKE
THOMAS C. MICHAUD
FRANCIS E. JUDD
AARON L. CASTLE
ROBERT J. ABB

79 ALFRED STREET
DETROIT, MICHIGAN 48201
TEL: (313) 578-1200
FAX: (313) 578-1201
WWW.VMTLAW.COM

M E M O R A N D U M

**TO: BOARD OF TRUSTEES OF THE CITY OF ROMULUS
RETIREE HEALTH CARE PLAN AND TRUST**

FROM: VANOVERBEKE, MICHAUD & TIMMONY, PC; FRANCIS E. JUDD

RE: RETIREE HEALTH CARE PLAN AND TRUST

DATE: MAY 16, 2024

This memorandum is provided to briefly outline the proposed amendment of Appendix D of the City of Romulus Code of Ordinances which established and governs the administration and oversight of the City of Romulus Retiree Health Care Plan and Trust (the "RHC Plan").

It is the understanding of this office that the Board of Trustees of the RHC Plan has occasionally had issues obtaining a quorum for certain meetings within the current composition and structure of the Board. In order to make it easier to obtain a quorum and to conduct the vital and important regular business of the RHC Plan, the Board is recommending an amendment to Article IX, Section 9.1(a) of the RHC Plan to remove the requirement that the Citizen Trustee **not** be a Participant or Qualified Beneficiary of the Plan.

The attached proposed amendment is based on the information provided to this office as well as this office's consultation with the Board of Trustees and the Plan Administrator. Approval of the proposed amendment to the RHC Plan Ordinance will require formal adoption by the Romulus City Council. Accordingly, it is suggested that a copy of this Memorandum be provided to the Mayor and City Council along with the recommended amendment to the RHC Plan Ordinance.

As always, please do not hesitate to contact this office if you have any questions or concerns.

Thank you.

Francis E. Judd

Francis E. Judd

CITY OF ROMULUS

AN ORDINANCE TO AMEND ARTICLE IX OF APPENDIX “D” OF THE CODE OF ORDINANCES, CITY OF ROMULUS, MICHIGAN, WHICH ESTABLISHED A PUBLIC EMPLOYEE HEALTH CARE PLAN AND TRUST.

ARTICLE IX TRUST ADMINISTRATION BOARD OF TRUSTEES

Section 9.1. Board of Trustees.

- (a) The Board of Trustees shall be comprised of six members consisting of:
- (1) the Mayor, or an individual the Mayor designates in writing;
 - (2) the Finance Director of the City;
 - (3) a current union employee;
 - (4) a current non-union employee;
 - (5) a city council member; and
 - (6) a citizen **of the City of Romulus** ~~who is not a participant or Qualified Beneficiary in the Plan.~~
- (b) The citizen Trustee shall be appointed by the Mayor and confirmed by the City Council. The Council Trustee shall be a member of City Council appointed by the council. The Employee Trustees shall be elected at an election conducted by the City Clerk under rules established by the Board of Trustees.
- (c) From such members, the Board of Trustees shall annually elect a Chairperson, Vice-Chairperson and a Secretary.



City of Romulus

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

Council Meeting Held: **June 10, 2024**

Item No. B.

General Description: Appointment to the Romulus Board of Zoning Appeals

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

City Council

John Barden, Mayor Pro Tem

Virginia Williams, Councilwoman

Tina Talley, Councilwoman

William Wadsworth, Councilman

Celeste Roscoe, Councilwoman

Kathleen Abdo, Councilwoman

Allen Wilson, Councilman



CITY COUNCIL AGENDA ITEM REQUEST FORM

Submitted to: Choose an ite

Date Submitted:

Submitted by:

Department:

Council Meeting of:

TITLE/DESCRIPTION OF ITEM

--

ACTION REQUESTED

Contract/Agreement	☐	New/Amended Ordinance	☐
Bid/Piggyback	☐	Public Hearing Request	☐
Budget Amendment	☐	Resolution	☐
Board Appointment	☐	Rezoning	☐
Fee Waiver	☐	Special Meeting Request	☐
Other	☐	Special Land Use Request	☐

RECOMMENDED RESOLUTION/ACTION

--

City of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com

OFFICE USE ONLY

Approved for Council Agenda: ☐

AGENDA ITEM # .

PLANNING DEPARTMENT MEMORANDUM

DATE: May 30, 2024

TO: Mayor Robert McCraight

FROM: Jeff Kemp Jr., Director of Building and Planning

SUBJECT: Board of Zoning Appeals Appointment 2024

As you are aware, Mr. Donald Morris has resigned from his position on the Board of Zoning Appeals.

My intention is to recommend to the City Council Executive Advisory Committee that Mr. DeAndre Green be appointed to the Board of Zoning Appeals to fill the vacancy left by Mr. Morris. This appointment will have an expiration date of June 30, 2027. In accordance with Michigan Zoning Enabling Act 110 of 2006, the legislative body, the City Council, shall appoint the members of the Board of Zoning Appeals.

Please let me know if you concur with this recommendation and I will forward it to the Clerk's Office for placement on the City Council's Executive Advisory Committee agenda.

cc: J. Wojtylko, Chief of Staff
J. Lambert, Executive Aide



CITY OF ROMULUS | CLERK'S OFFICE | 11411 WAYNE RD. | ROMULUS, MI 48174
734-942-7540 | FAX: 734-942-2224 | E-MAIL: CLERK@ROMULUSGOV.COM

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)

DeAndre	Markiele	Green
Mr. / Mrs. / Ms. First Name	Middle or Nick Name	Last Name
[REDACTED]	Romulus	MI 48174
Address	City	State Zip Code Home #
[REDACTED]		[REDACTED]
Email Address		Cell #
Wayne County		Bricklayer
Employer		Title
1441 St Antoine	Detroit	MI 48226 313 770 4053
Address	City	State Zip Code Work #

How long have you lived continuously in the City of Romulus? 3 1/2

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:

Bricklayers and Allied Craftworkers Local 2 Journeyman Card
International Masonary Institute Graduate in 2008
OSHA 30 and 10 Hour Safety Course
Asbestos Awareness

Community Activities and/or Other Experience:

Wreaths Across America
Attended School Board Meeting
Assisted in Skilled Trade Task Force Meetings in Detroit
Assisted in Career Fairs for Building trades in Detroit

Educational Background:

Washtenaw Community College Associates in Science (some college)
Southwestern High School Diploma (General Education)

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

Eric Osinski [REDACTED] (Personal/Business)
Brain Foy [REDACTED] (Business)
Jim Richie [REDACTED] (Business)

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

I believe I would be a valuable asset to the City of Romulus. I have over 15 years of experience in building restoration and safety. From commercial to historical restorations including high-rise buildings, I have a wide range of knowledge to offer.

Any other additional information you'd like to share:

Not at this time

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.

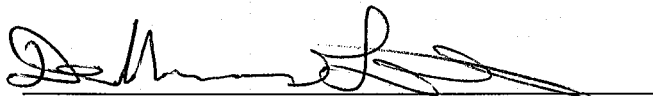
Some boards and commissions are a mix of citizens with certain qualifications and others are citizens representing the general public. Even if you do not have any of the experience or professional background listed below, we urge you to apply for consideration. Romulus needs citizens with diverse backgrounds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



Applicant's Signature

12/04/2023

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



City of Romulus

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

Council Meeting Held: **June 10, 2024**

Item No. C.

General Description: First Reading and Introduction to TA-2023-001; Zoning Ordinance Text Amendment (Single-Family Residential)

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

City Council

John Barden, Mayor Pro Tem

Virginia Williams, Councilwoman

Tina Talley, Councilwoman

William Wadsworth, Councilman

Celeste Roscoe, Councilwoman

Kathleen Abdo, Councilwoman

Allen Wilson, Councilman



CITY COUNCIL AGENDA ITEM REQUEST FORM

Submitted to: Choose an ite

Date Submitted:

Submitted by:

Department:

Council Meeting of:

TITLE/DESCRIPTION OF ITEM

--

ACTION REQUESTED

Contract/Agreement	☐	New/Amended Ordinance	☐
Bid/Piggyback	☐	Public Hearing Request	☐
Budget Amendment	☐	Resolution	☐
Board Appointment	☐	Rezoning	☐
Fee Waiver	☐	Special Meeting Request	☐
Other	☐	Special Land Use Request	☐

RECOMMENDED RESOLUTION/ACTION

--

City of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com

OFFICE USE ONLY

Approved for Council Agenda: ☐

AGENDA ITEM # .

PLANNING DEPARTMENT MEMORANDUM

DATE: May 5, 2024

TO: City Council

FROM: Jeff Kemp, Director of Building & Planning

SUBJECT: TA-2023-001; Zoning Ordinance Text Amendment
Single-Family Residential (Section 3.04(a)(3) and Section 3.05(a)(3))

The current ordinances are regulated by the Building Department and Board of Zoning Appeals when variances are required. At the Boarding of Zoning Appeals meeting on September 6, 2023 it was brought to everyone's attention that based on past cases, the variances have shown a 100% approval rate. After discussion with staff, Board of Zoning Appeals, Planning Commission and researching surrounding communities we would like to propose adding language that would give our reviewing staff the ability to approve requests for detached accessory buildings upon finding the increase does not negatively impact surrounding properties, businesses or residences. We would also like to propose adding language that would give our reviewing staff the ability to approve requests for fences proposed on corner lots upon finding the location and height does not negatively impact site lines of neighbors and local traffic.

The Planning Commission considered these amendments at their May 20, 2024 meeting and after public hearing (no one was present to speak), recommended the following:

MOTION by McAnally, supported by Frederick, to recommend to City Council approval of TA-2023-001; Zoning Ordinance Text Amendments, Article 3 Single Family Residential Districts, Section 3.04(a)(3) Accessory Buildings and Structures and Section 3.05(a)(3), Fences. Motion passed 8-0.

Please find the attached draft amendment for your review along with the draft minutes of the May 20, 2024 Planning Commission meeting for the following:

- ARTICLE 3, SINGLE FAMILY RESIDENTIAL, Section 3.04(a)(3), Accessory Buildings and Structures – Detached Accessory Building Size
- ARTICLE 3, SINGLE FAMILY RESIDENTIAL, Section 3.05(a), Fences – Location and Height

RECOMMENDATION

If the City Council determines that action on the proposed amendment for accessory structures and fences is warranted, following motion should be considered:

*To **approve the first reading** of TA-2023-001; a proposed text amendment to Section 3.04(a)(3), Accessory Buildings and Structures – Detached Accessory Building Size and Section 3.05(a)(3), Fences – Location and Height.*

- Regarding the request for a decrease in the number of plant material, the Commission finds the request to be excessive, and requires the applicant to work with City staff and consultants to better meet the intent of the ordinance relative to the required plant material, as noted in the conditions below, and relative to screening the residential neighbors from views of the drain and from this industrial use.

Conditions:

- Variance granted from Board of Zoning Appeals to allow the 25-foot high light poles to be located along the west side and center of the site, within 300 feet of the residential district, as shown. The light poles adjacent to the residential district will be maximum 14-foot high, and are not be part of the variance request.
- Submission of revised site plan addressing all outstanding items in staff and consultant reviews, and further outstanding items as discussed this evening.
- Landscaping to be addressed and approved administratively, taking into account tonight's discussion and comments made in the May 14, 2024 OHM review letter.

Waiver:

- Waiver to section 13.02 granted for use of a 6-foot high vinyl privacy fence as described this evening, and minimum 8-foot evergreens along the eastern property line adjacent to the residential properties, in lieu of a 6-foot high wall or 4-foot high berm with landscaping, conditioned on:
 - a. Evergreen plantings shall be provided in a variety of height, species, and spacing rather than a consistent, monotonous row of one species.
 - b. Applicant to work with city staff and consultants to achieve an approved species diversity and planting pattern.

Roll Call Vote: Ayes – McAnally, Crova, Talon-Jemison, Roscoe, Long, Gbogboade, Glotfelty, Frederick, and Freitag. Nays – None. Motion passed 9-0.

6. Public Hearings – Moved to follow Agenda Item 8

A. TA-2023-001; Zoning Ordinance Text Amendments, Article 3, Single Family Residential Districts

- (1) *Section 3.04(a)(3) Accessory Buildings – Detached Accessory Building Size*
- (2) *Section 3.05(a) Fences – Location and Height*

(Action required: Recommendation to City Council to approve, approve with conditions, deny or postpone action on the Zoning Ordinance Text Amendments)

Chair Freitag opened the public hearing. As no public indicated they wished to speak, Chair Freitag closed the public hearing, and invited Director of Building and Planning Kemp to present.

Referencing his May 16, 2024 memorandum, Director Kemp explained that the text amendments before the Commission this evening had been discussed with the Planning Commission in September 2023, and also had been discussed with BZA.

The first text amendment relates to accessory structures on residential property. Per staff review experience, current detached accessory building size regulations are difficult to meet for parcels 1 acre and greater. Applicants are having challenges staying within the maximum square footage allowed based on parcel size. In order to meet the current ordinance requirements, residents are required to apply for a variance which based on past cases have shown a 100% approval rate. After discussion with staff and BZA, and researching other communities, draft language is proposed that will give reviewing staff the ability to approve requests for detached accessory buildings upon finding the increase does not negatively impact surrounding properties, businesses or residences. Administrative approval would be warranted as long as the building size is not more than 40% above the maximum allowed as well as the building height is not more than 25% above the maximum allowed.

Draft language included added subparagraphs C and D in Section 3.04.

The second text amendment related to Section 3.05(a); Fences – Location and Height. Strict compliance with the requirements of the Ordinance prohibits the erection of fences in residential exterior side yards of corner lots. This requirement is primarily intended for aesthetic purposes and to assure that site visibility is not impeded. While this is a standard the City wants to maintain, past findings show a high approval rate for residents who have filed variance requests in the past. Draft language proposed this evening would give reviewing staff the ability to approve requests for fences proposed on corner lots upon finding the location and height does not negatively impact site lines of neighbors and local traffic. To ensure this, the fence must keep a 1' setback from the sidewalk.

Regarding accessory structures, the new language doesn't mean every request will be approved. The new language just gives staff the window of the 40% above maximum building size and 25% above height size, to approve some requests without the applicant having to seek a variance.

Director Kemp said he did not make decisions like this on his own; he talks with the inspectors, ordinance officers, the City Planner, and others. He finds out everything he can about the property, and if after all that he feels comfortable granting the request without the applicant going to the BZA, he will take that administrative action.

Commissioner Frederick said that these changes are completely resident-driven. Speaking as a member of the BZA Board, Commissioner Frederick said the variances that came to the BZA were being granted; this removes a hoop that some residents will no longer have to jump through.

City Planner Maise said that as the Planning Commission knew from their training, any time there was an ordinance standard that is driving repeat requests for variance relief, forcing residents to try to prove practical difficulty, the Commission needs to look at the ordinance to see if it is too strict, possibly outdated, etc. Additionally the proposed change will cut residents' cost as well as their time.

Regarding fences on corner lots, Director Kemp said residents want to fence their corner lots, but often cannot do so without obtaining ordinance relief from the BZA. The draft

modifications to Section 3.05 allow the Building Department to approve requests for fences on corner lots upon finding the location and height does not negatively impact sight lines of neighbors and local traffic. The fences and walls on corner lots must still meet the requirements of Section 12.07, that the fences and walls located within a front yard shall maintain the road clear vision area requirement of the section, with the addition of language that corner lot fences shall also be one foot from sidewalks, in order to maintain the clear vision area.

Commissioner Frederick affirmed that people seeking relief for this issue were granted variances.

Commissioner Talon-Jemison asked if the type of fence was taken into consideration: chain link vs. a privacy fence, for instance.

Director Kemp said the type of fence would be evaluated in terms of meeting the clear vision area. The advantage to someone wanting a privacy fence on a corner lot was that they could use more of their yard for the fence, even if they couldn't bring it out to the sidewalk, for instance.

City Planner Maise said that often maintaining the clear vision area can be worked out with residents, in terms of choosing fence materials and location for the fence.

Motion by McAnally, support by Frederick, to recommend to City Council approval of TA-2023-001; Zoning Ordinance Text Amendments, Article 3, Single Family Residential Districts, including changes as submitted to:

- (1) *Section 3.04(a)(3) Accessory Buildings – Detached Accessory Building Size*
- (2) *Section 3.05(a) Fences – Location and Height*

Roll Call Vote: Ayes – McAnally, Frederick, Crova, Talon-Jemison, Roscoe, Long, Gbogboade, and Freitag. Nays – None. Motion passed 8-0

9. PC-Cases Involving Advice or Input from the Planning Commission

City Planner Maise and the Commission discussed ways to get packet information out earlier, including putting materials on the website or providing hard copy as the materials for individual applications are complete.

10. Reports on Interest Designation

None

11. Communications

D. Project Status Report

The Commission reviewed the May 14, 2024 Planning Department Development Status Report, and also reviewed other current and upcoming projects in the City.

ORDINANCE _____
CITY OF ROMULUS
APPENDIX A – ZONING
Amendment 1.262

AN ORDINANCE AMENDING ARTICLE 3, SINGLE FAMILY RESIDENTIAL DISTRICTS, SECTION 3.04, ACCESSORY BUILDINGS AND STRUCTURES AND SECTION 3.05, FENCES OF THE ZONING ORDINANCE FOR THE CITY OF ROMULUS.

THE CITY OF ROMULUS ORDAINS:

SECTION 1. Article 3, Single Family Residential Districts, *Section 3.04, Accessory Buildings and Structures* is amended to read as follows:

Section 3.04 Accessory Buildings and Structures

- (a) **Accessory Buildings.** Residential accessory building and structures shall be subject to the following regulations, except as otherwise permitted in this Ordinance:
- (1) **Principal Building Required.** An accessory building may only be located on a lot that is occupied by a principal building.
 - (2) **Attached Accessory Buildings.** An accessory building that is structurally attached to the principal building shall be subject to all regulations of this Ordinance applicable to principal buildings.
 - (3) **Detached Accessory Building Size.** The size of detached accessory buildings shall meet all of the following:
 - a. The total area of all detached accessory buildings shall not cover more than twenty five (25%) of the rear yard and forty (40%) of the required rear yard setback.
 - b. The total area of all detached accessory buildings on a lot shall not exceed the following floor area and shall not exceed the following height:

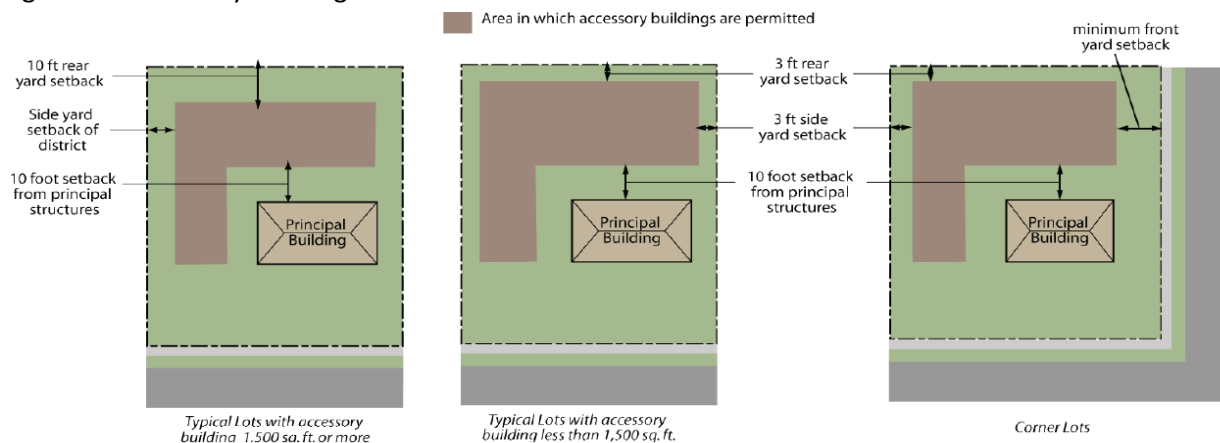
Parcel Size	Max. Square Footage	Max. Height
Up to 12,000 sq. ft.	750 sq. ft.	14 ft.
12,000 to 43,559 sq. ft.	1,500 sq. ft.	17 ft.
43,560 to 87,119 sq. ft. (1 to 2 acres)	1,750 sq. ft.	17 ft.
87,120 sq. ft. or more (2 + acres)	2,400 sq. ft.	17 ft.

- c. Total detached accessory building size is calculated by adding the ground floor square footage of all detached accessory buildings on the property.
- d. The Building and Safety Department may administratively approve requests for increased total square footage of detached accessory buildings upon finding the maximum square footage is not increased by more than forty (40%) and/or the maximum height is not increased by more than twenty five (25%). The Building and Safety Department shall consider the following in determining that the increase does not negatively impact surrounding properties: compatibility with surrounding land uses; size, height, and type of construction of proposed buildings and structures in relation to surrounding sites; adequacy of parking and access; adequate drainage; sufficient setbacks from road right-of-way and lot lines; potential noise, odors, dust, and glare; and other concerns which may impact the public health, safety or general welfare

(4) **Detached Accessory Building Setbacks.** Detached accessory buildings shall be at least ten (10) feet from a principal building and shall meet the following setback requirements (see Figure 3.1):

- a. Detached accessory buildings with a floor area of less than one thousand five hundred (1,500) square feet shall be at least three (3) feet from any side or rear lot line.
- b. Detached accessory buildings with a floor area of one thousand five hundred (1,500) square feet or more shall be at least ten (10) feet from the rear lot line and shall meet the side yard setback requirements applicable to principal buildings.

Figure 3.1 Accessory Buildings



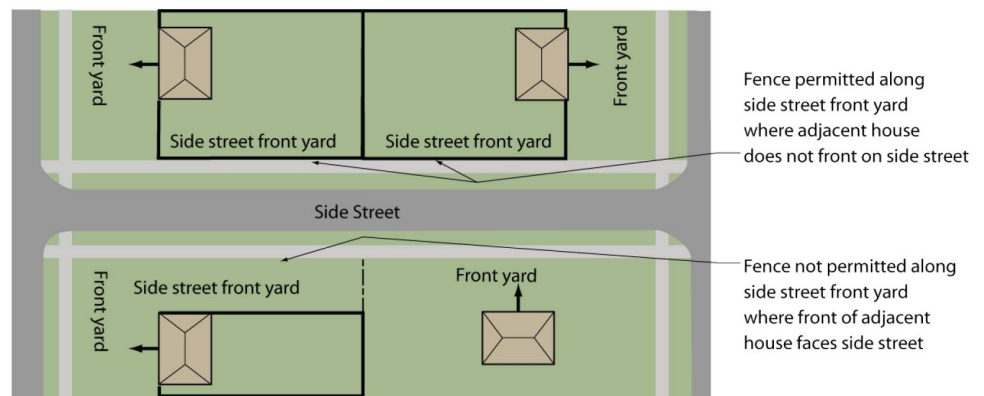
(5) **Front Yard.** Detached accessory buildings shall not be located in any front yard on lots of one (1) acre or less. Accessory buildings on lots over one (1) acre may be located in the front yard; provided that the setbacks for principal buildings are met. Front yard setbacks shall be maintained from each street on corner lots (see Figure 3.1).

SECTION 2. Article 3, Single Family Residential Districts, *Section 3.05, Fences* is amended to read as follows:

Section 3.05 Fences

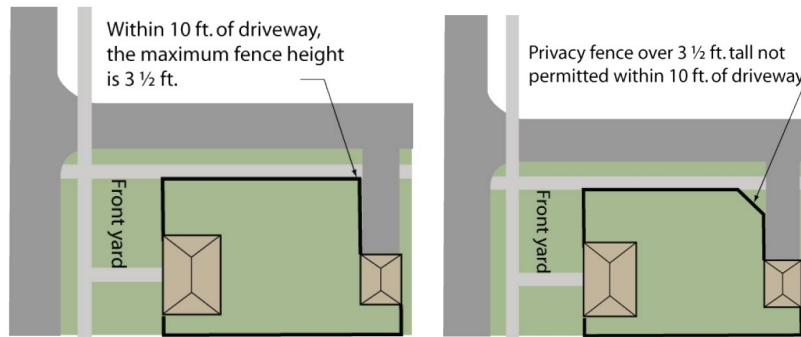
- (a) **Location and Height.** Fences for residential uses in residential zoning districts shall conform to the following requirements (See [Section 13.03](#) for non-residential fences):
- (1) Fences shall be permitted in the side and rear yard. Side or rear yard fences shall not exceed six (6) feet in height.
 - (2) Fences shall not be located in the front yard, except on corner lots. On corner lots, a fence up to six (6) feet in height is permitted within a front yard of a side street only if the dwelling on the adjacent lot does not front towards the same side street. The fence shall not extend beyond the front building line into the front yard of the street that the front of the dwelling faces.

Figure 3.2 Corner Lot Fences



- (3) On all lots, fences or walls over three and a half (3½) feet tall are not allowed within ten (10) feet of the intersection of a driveway and road right-of-way. (See [Figure 3.3](#).) This also applies to driveways located on adjoining lots. **The Building and Safety Department may approve requests for fences on corner lots upon finding the location and height does not negatively impact site lines of neighbors and local traffic.** On corner lots, fences and walls located within a front yard shall maintain the roadway clear vision area requirement of [Section 12.07](#). **Corner lot fences should also be one (1) foot from sidewalks to maintain a clear vision area.**

Figure 3.3 Fence Clear Vision



(b) Materials

- (1) Fences shall be constructed of durable quality material such as wrought iron; decorative aluminum; painted, stained and/or pressure treated wood; chain link; brick; or stone.
- (2) The finished side of any fence shall face adjacent properties or roadways.
- (3) Barbed wire, razor wire, spikes, nails, or any other sharp point or instrument of any kind on the top or sides of any fence, or fences that carry an electric current or charge that could cause injury, are prohibited on residential lots. This provision does not apply to security fences for utility structures or towers, which shall meet the requirements of 13.03.

- (c) **Approval for Fences.** The construction or alteration of any fence, wall or other type of protective barrier shall be approved by the Building and Safety Department as to its conformance to the requirements of the zoning district in which it is located and to the requirements of this Section.

SECTION 3. Severability.

Should any word, sentence, phrase or any portion of this ordinance be held in any manner invalid by any court of competent jurisdiction or by any state agency having authority to do so for any reason whatsoever, such holdings shall be construed and limited to such words, sentence, phrase, or any portion of the ordinance held to be so invalid and shall not be construed as effecting the validity of any of the remaining words, sentences, phrases or portions of this ordinance.

SECTION 4. Conflicting Ordinances.

All prior existing ordinances adopted by the City of Romulus inconsistent or in conflict with the provisions of this ordinance are, to the extent of such conflict or inconsistency hereby expressly repealed.

SECTION 5. Effective Date.

This ordinance shall take effect upon publication thereof in an official newspaper, which publication shall be made when the minutes passing the ordinance are published subject to revocation at will of the City of Romulus at any time.

ADOPTED, APPROVED AND PASSED by the City Council of the City of Romulus this _____ day of _____, 2024.

ROBERT A. MCCRAIGHT, MAYOR

ELLEN L. CRAIG-BRAGG, CMC, City Clerk

I hereby certify that the foregoing is a true copy of the Ordinance as passed by the City Council of the City of Romulus at a regular Council Meeting held in the City Council Room in said City of the _____ day of _____, 2024.

ELLEN L. CRAIG-BRAGG, CMC, City Clerk

I further certify that the foregoing was published in Associated/Journal Newspaper, a newspaper of general circulation in the City of Romulus, on the _____ day of _____, 2024.

ELLEN L. CRAIG-BRAGG, CMC, City Clerk

Within forty-five- (45) days after publication of any ordinance duly passed by the Council, a petition may be presented to the Counsel protesting such ordinance continuing effect. Said petition shall contain the text of such ordinance and shall be signed by not less than six percent (6%) of the registered electors registered at the last preceding election which a Mayor of the City was elected. Said ordinance shall thereupon and thereby be suspended from operation and the Council shall immediately reconsider such ordinance.

Introduced:
Adopted:
Published:
Effective:



City of Romulus

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

Council Meeting Held: **June 10, 2024**

Item No. D.

General Description: First Reading and Introduction of amendments to Ch. 62, Article IV, Sec. 62-357 through Sec. 62-369 of the City of Romulus Code of Ordinances

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

City Council

John Barden, Mayor Pro Tem

Virginia Williams, Councilwoman

Tina Talley, Councilwoman

William Wadsworth, Councilman

Celeste Roscoe, Councilwoman

Kathleen Abdo, Councilwoman

Allen Wilson, Councilman



CITY COUNCIL AGENDA ITEM REQUEST FORM

Submitted to: Choose an ite

Date Submitted:

Submitted by:

Department:

Council Meeting of:

TITLE/DESCRIPTION OF ITEM

--

ACTION REQUESTED

Contract/Agreement	☐	New/Amended Ordinance	☐
Bid/Piggyback	☐	Public Hearing Request	☐
Budget Amendment	☐	Resolution	☐
Board Appointment	☐	Rezoning	☐
Fee Waiver	☐	Special Meeting Request	☐
Other	☐	Special Land Use Request	☐

RECOMMENDED RESOLUTION/ACTION

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City of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com

OFFICE USE ONLY

Approved for Council Agenda: ☐

AGENDA ITEM # .



MEMORANDUM

DATE: May 15, 2024

TO: Ellen Craig-Bragg, Clerk

FROM: Maria Farris, Finance Director

SUBJECT: Amendment to Code of Ordinances: Chapter 62-Water and Sewer System
Article IV. Combined System; Sec. 62-357 – Sec. 62-369.

Attached is the amended ordinances that have been recommended by the Finance Department and prepared by the City Attorney, Steve Hitchcock.

The proposed language changes and amendments are necessary to align with the Water and Sewer Rate study that was completed by Plante Moran in FY23. The changes will address questions relating to the “readiness to service charges” and other updates needed for the ordinance to match City policies. I have attached a copy of the redlined version for your reference along with the updated clean version.

If you should have any questions or require any additional information prior to the meeting please feel free to contact me.

Sincerely,
Maria Farris
Finance Director
City of Romulus



ARTICLE IV. COMBINED SYSTEM

Sec. 62-357. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Acreage alternative means a per acre charge to a customer who, by the nature of his business, shall construct upon or improve one or more buildings which are designed to provide water or sewer services to acreage surrounding or contiguous to the place or parcel of land upon which such buildings or structures are located. Where the acreage alternative applies, all acreage, presently owned or subsequently acquired, adjoining the original parcel of land, whether paved, filled, graded or surfaced with gravel, concrete, asphalt or which is otherwise improved shall be included within the scope of water and sewer charges.

Acreage alternative rates and charges means debt service and capital improvement charges applicable to either both water and sanitary installation. These rates and charges apply in all cases where acreage is designed to function as a unit or under central ownership or central and common authority.

Administrative charge means a supervisory overhead factor imposed as a one-time charge to be established by council by resolution from time to time for ~~each water and sewer installation~~ water and sewer services.

City water system means the totality of all water mains and lines now in existence or hereafter acquired and constructed within the city together with all present or future works, instrumentalities and properties used or designed for use in the obtaining of a water supply or the distribution thereof.

Contract payments means the payments required to be made by the city to either ~~DUWA the board of county road commissioners~~ GLWA, or the county board of public works under the provisions of any contract now or hereafter entered into by the city to provide for the maintenance of the present water and sewerage facilities or the construction of new facilities to accommodate future needs.

Delinquency payments and interest are defined as follows: Delinquent penalty is a single charge in an amount set forth in the City fee schedule by Council by resolution from time to time ~~this article reasonably~~ calculated to reimburse the city for extra clerical and bookkeeping services necessitated for repeated billings. Interest is a computation of a fixed rate of interest on a delinquent water and/or sewer account, or a delinquency in payment of installation or other charge imposed by the city.

Disconnection or discontinuance charges shall include charges for nonpayment of water and sewer service and/or the charges for plugging, disconnecting and/or discontinuing water or sewer services at the mains which amounts will be determined in the City fee schedule by Council by resolution from time to time.

Meter deposit is a deposit with the city of a specified sum to ensure the safekeeping and return to the city of a hydrant or water meter. Such deposit may be applied to any outstanding indebtedness of the user to the city for any water and/or sewer service.

Meter installation charge is a specified sum required to cover the cost of the installation of a water meter.

Readiness to service charge is Sewage disposal rates ~~that~~ are rates fixed by this article for the use of sanitary sewers established by a formula contained in this article. The revenue generated by the collection of these rates shall be applied for the purposes as set out in section 62-362.

Sewage disposal system means the totality of all sanitary sewers now in existence in the city or hereafter acquired or constructed herein, together with all present or future works, plants, instrumentalities and properties

used or designed for use in the collection, treatment and/or disposal of sewage including the Downriver Utility Wastewater Authority (DUWA) and the Rouge Valley System.

Sewer debt charges are those charges imposed upon customers requiring a tap into the sewer system of the city. The funds generated from these charges shall be applied to retire outstanding sewer indebtedness incurred by the city in original construction and equipping of plants, mains, laterals, rights-of-way, or any other item of indebtedness incurred directly or indirectly in those capital improvements required to furnish sewer service to customers within the city. The term "sewer debt charges" shall also include the costs of replacement, repair or extension of equipment to additional areas within the city.

~~*Sewer maintenance service charge is a specified sum required by all customers connected to the sewer system, to cover the cost of repairs and maintenance as necessary.*~~

User means any premises connected with and using or able to use any of the facilities of the water and sewer system.

Water and sewage system means the city water system and the sewage disposal system combined for operational purposes into a single system as hereinafter provided.

Water consumption fees and charges are defined as those monthly or bi-monthly quarterly charges imposed by the city for the water usage plus ~~all sewage debt service and/or capital replacement charges included in such~~ periodic billing by the city.

Water debt charges are defined as those charges imposed by the city to retire outstanding water indebtedness incurred by the city in the original construction and equipping of plants, mains, laterals, rights-of-way, or any other item of indebtedness incurred directly or indirectly in those capital improvements required to furnish water to customers within the city. The term "water debt charges" shall also include the costs of replacement, repair or extension of capital equipment to additional areas within the city.

Water rates and charges shall include any and all water tap fees, water debt service charges, including fees for water consumption, meter installation charges, discontinuance and/or disconnection fees or charges, recommencement or repair charges, administrative charges, delinquent penalties interest or charges, hydrant use charges and hydrant meter charges and readiness service charges.

Water and/or sewer service installation charges are defined as those charges to a customer consisting of accumulative total of scheduled installation charges for water and/or sewer service, meter deposit charges and administrative charges incident to the original installation of water and/or sewer service. Such charges shall include the cost of installing service from the main selected by the city to the property line of the customer.

(1971 Comp., Ch. VIII, Art. 1, § 1; Code 1999, § 37-16; Ord. of 7-7-1987; Ord. of 5-3-1999, § 2)

Sec. 62-358. Combined water and sewer system.

The city water system and sewage disposal system shall be operated by the city as one combined system to be known as the "water and sewer system." The operation thereof shall be on a public utility basis as authorized by law.

(1971 Comp., Ch. VIII, Art. 1, § 2; Code 1999, § 37-17)

Sec. 62-359. Management of combined system.

- (a) The water and sewer system shall be under the management, supervision and control of the department of public works. The department shall have the power to promulgate rules and regulations relating to the use of the water and sewer system subject to the prior approval by the Mayor resolution of the city council.

-
- (b) The director of water and sewer billing shall be responsible for the billing and account process based upon data supplied by the director of public works.
 - (c) The city treasurer shall be responsible for the collection process based on data supplied by the director of public works and the director of water and sewer billing.
 - (d) A water and/or sewer application must be made prior to construction of the concerned building.

(1971 Comp., Ch. VIII, Art. 1, § 3; Code 1999, § 37-18)

Sec. 62-360. Fiscal year.

The fiscal year of the water and sewer system shall commence on July 1 of each year and end on the following June 30.

(1971 Comp., Ch. VIII, Art. 1, § 4; Code 1999, § 37-19)

Sec. 62-361. Rates and charges; billing and collection; liens and remedies.

- (a) The rates and charges for the services and benefits provided by the water and sewer system shall be established by resolution of council from time to time subject to 62-405 and 406.
- (b) The ordinary, periodic charges for water and sewer service shall be billed to each customer on a regular basis to be determined by the director of water and sewer billing.
- (c) All bills for water and sewer service to the user shall be paid within 21 days from the postmark date of billing. For all water and/or sewer bills not paid during the period allowed for payment, a collection charge which shall be ~~established by~~ determined in the City fee schedule by Council by resolution ~~of council~~ from time to time shall be added for each billing period that the bill remains unpaid. Failure to receive a bill duly issued by the city does not relieve the responsibility of a penalty for nonpayment.
- (d) The city shall be empowered to enforce payment of all rates and charges of every description for water and sewer use, installation or debt service or otherwise by shutting off the water supply to the user after notice and the expiration of a 21-day period. If water or sewer service is delinquent, a special service charge, as may be determined in the City fee schedule ~~established~~ by ~~C~~council by resolution from time to time, shall be imposed. If, after each discontinuance, services are reinstituted by any person other than city personnel on behalf of the city, this special service charge shall be tripled ~~doubled~~ and assessed for each instance including uses of new construction.
- (e) Rates and charges of every description including, but not limited to installation charges, penalties, debt service and capital replacement charges and rates and charges for water and sewer usage shall constitute a lien upon the property served.
- (f) Any payment received that is deemed fraudulent is subject to immediate termination of services without notification. Restoration of services will follow the same procedure as the water department's bad check policy.

(1971 Comp., Ch. VIII, Art. 1, § 5; Code 1999, § 37-20; Ord. of 7-7-1987; Ord. of 5-3-1999, § 2; Ord. No. 2018-002 , 12-27-2017)

Sec. 62-362. Revenue; budgets; maintenance of separate funds; payment of sewer and water indebtedness.

The gross revenues of the water and sewer system derived from the collection of the rates and charges imposed by this article shall be set aside as collected in a bank duly qualified to do business in the state, as designated by the city council, in a fund to be designated the water and sewer system operating fund hereinafter referred to as "operating fund," such revenues so deposited to be transferred from the operating fund periodically in the manner, at the time, and in the order of priority herein set forth:

- (1) Out of the revenues in the operating fund, all operations, maintenance, repair, debt, and infrastructure costs shall be paid.
- (2) There shall next be established and maintained a separate fund designated "contract payment fund," the monies from time to time on deposit herein to be used for the purpose of making the contract payments and retirement of bond indebtedness. Out of revenues remaining in the receiving fund after provision has been made for current expenses of operation and maintenance of water and sewer system, there shall be set aside on the first day of each quarter into the contract payment fund sufficient monies to pay contract payments, including principal and interest, due or becoming due and payable within the next 12 months.
- (3) Monies in the several funds established pursuant to the provision of this article may be invested and reinvested in the United States government obligations or in evidences of indebtedness of a bank or banks insured by the federal deposit insurance corporation and designated by the city council. Investment of monies in the contract payment fund shall be deposited in government obligations bearing maturity dates not later than the date prior to the date of the next due contract payment.
- (4) The department of public works and the finance department shall annually submit to the mayor separate proposed budgets to cover the foregoing expenses, contract payments and debt retirements for the forthcoming year.
- (5) There may be established from time to time by council resolution a water and sewer reserve escrow account, which shall be funded by a deposit which may be established by resolution of council from each 1,000 cubic feet of water accounts and from each 1,000 cubic feet of sewer accounts.
- (6) The funds accumulated in the water and sewer escrow account shall not be expended, transferred or otherwise distributed except by ordinance of the city council.
- (7) There may be ~~established-determined from time to time~~ by the City fee schedule by Council by resolution from time to time a water and sewer loan repayment escrow account. The water and sewer repayment escrow account shall be funded by a deposit which may be established ~~by resolution of council from time to time from for~~ each 1,000 cubic feet of water accounts and from each 1,000 cubic feet of sewer accounts.
- (8) The funds accumulated in the water and sewer loan repayment escrow account shall not be expended, transferred or otherwise distributed except by ordinance of the city council.

(1971 Comp., Ch. VIII, Art. 1, § 6; Code 1999, § 37-21; Ord. of 7-7-1977; Ord. of 7-7-1986; Ord. of 5-3-1999, § 2; Ord. No. 2018-002 , 12-27-2017)

Sec. 62-363. Accounting; audit.

- (a) The city shall cause to be maintained and kept proper books or records and accounts, in which shall be made full and correct entries of all transactions relating to the water and sewer system. Such books shall be

substantially in conformity to the uniform system of accounts as prescribed by the state public service commission and the Uniform Budget and Accounting Act (MCL 141.421 et seq.).

- (b) No later than six months after the close of each fiscal year, the city shall cause to be prepared detailed statements of income and disbursements of the water and sewer system during the fiscal year, together with such other information as may be necessary to fully inform the bondholders and the taxpayers of the city of the fiscal operation and financial position of the system. Such statements shall be filed and available for inspection in the office of the city clerk.
- (c) Such statements shall be audited annually by a certified public accountant selected by the city council, and a copy of such audit shall be filed with the city clerk.

(1971 Comp., Ch. VIII, Art. 1, § 7; Code 1999, § 37-22; Ord. No. 2018-002 , 12-27-2017)

Sec. 62-364. No free service.

- (a) No connection shall be made to any of the facilities of the water and sewer system otherwise than as prescribed by ordinance. No free service shall be given to any person, firm, or public or private corporation.
- (b) Water and/or sewer rates shall hereafter be automatically adjusted to reflect all increases and decreases passed to the city ~~effective July 1, 1983~~, by the city's wholesale water distributor and/or the county board of public works, as provided in 62-405 and 406, however, that notice shall be served by the city clerk upon the mayor, the city council and notification to the public by publication in the official city newspaper.

(1971 Comp., Ch. VIII, Art. 1, § 8; Code 1999, § 37-23; Ord. of 9-27-1983; Ord. No. 2018-002 , 12-27-2017)

Sec. 62-365. Water rates and charges.

- (a) *Generally.* All rates and charges for services rendered and water supplied by the water system shall be assessed against, and payment thereof shall be collected from each user served or supplied upon the following basis:
 - (1) *Service meters.* Every customer or other user of water service of the city will pay for such services and/or have the same assessed against the real property served on the basis of metered charge determined by a water meter to be installed by the city.
 - (2) *Water consumption rate.* The water consumption rate shall be determined in the City fee schedule by established by Council by resolution from from time to time ~~by resolution~~.
 - (3) ~~Meter~~Readiness to *service charges.* In addition to water consumption charges provided in subsection (a)(2) of this section, a readiness to serve meter service charge as may be established by council ~~by resolution~~ from time to time shall be charged to all customers as provided in 62-405 and 406.
 - (4) *Water service prior to installation of a meter.* Should the city, for any reason, including unavailability of meters, or scheduling of installation, be unable to install the water or meters required for the service of a premises, a temporary connection may be made, whereupon a daily charge as may be ~~established by~~ determined by the City fee schedule by Council by resolution from time to time, will be charged for each unit making use of the temporary connection.
 - (5) *Connection and disconnection/reconnection charges.* There shall be a charge for any connection, disconnection, or reconnection of water facilities as determined in the City fee schedule may be established by Council by resolution from time to time ~~by resolution~~.

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- (6) *Meter installation charge.* At the time of application for tap, a service charge as may be determined ~~in by the City fee schedule by Council~~ by resolution from time to time shall be required to cover the cost of installation of the meter.
- (7) *Hydrant deposit.* Permission for temporary use of the water system through a public fire hydrant can be obtained upon application to the water and sewer department. Hydrant meters with backflow preventers must be used and must be obtained from the department of public works. Title to the meter designed from hydrant use will be retained by the city. At the time of application for a hydrant meter, a deposit shall be paid to the city treasurer to secure the maintenance, good repair, and safe return of the hydrant meter and backflow preventer upon conclusion of its use by the applicant. The amount of the deposit shall be ~~determined set forth in the fee schedule established in the City fee schedule~~ by Council by resolution from time to time. Upon the safe return of the hydrant meter the user thereof shall be entitled to the return of the deposit less any outstanding indebtedness of the user to the city for water and/or sewer service.
- (8) *Hydrant water consumption charges.* Persons using public fire hydrants for private use shall pay a water consumption charge, which charge shall be the same as the current water rate and the current commercial sewer rate, if applicable.
- (9) *Hydrant installation charge.* Should the department of public works install the meter, a charge will be ~~assessed as may be established by~~ established as set forth in the fee schedule established in the City fee schedule by Council by resolution from time to time. When the user installs the meter, the department of public works shall inspect the installation of the meter and backflow preventer.
- (10) *Hydrant use charge.* Any person using one or more public fire hydrants for private use shall pay a hydrant use charge in addition to the water consumption charge as may be established by resolution of council from time to time.
- (11) ~~*Water fixed charges.* Should any entity from which the City of Romulus obtains water for provision of water service, impose upon the City of Romulus any fixed monthly charge or other charge, every customer and other user of water service of the City of Romulus shall pay a share of any and all such charges in an amount established by council resolution from time to time. The share of such charges paid shall be based upon the size of the water meter (measured in inches), with larger shares (and thus higher charges) for larger meters.~~
- (b) *Water debt charges.* To provide for contract payments and adequate reserves for the replacement, repair, maintenance and extension of water service within the city and for the erection of any plants and/or facilities incident thereto, the water debt charges shall be paid as follows:
- (1) For each single-family residence constructed upon land then owned by the proposed occupant, a sum as may be ~~established as set forth in the fee schedule established in the City fee schedule by Council by resolution from time to time determined from time to time by resolution of council~~, shall be payable in one lump sum at the time of application. Upon the transfer in ownership, the seller shall pay the balance of the debt service charge in full at or before the time of closing and the entire debt service of every residence constructed under this section will become a lien upon the land. For any nonresident of the city connecting, the charge shall be payable at the time of application. For each single-family residence constructed as part of a subdivision or development for the purpose of resale, the charge shall be payable at the time of application.
- (2) For each single-family residence constructed as part of a subdivision or development or for the purpose of resale; for each unit of an apartment housing project; for each pad in the mobile home park; for each commercial establishment in a shopping center or other commercial, industrial or school facility; and for each unit in a hotel or motel, any developer or owner of such residential unit, apartment unit, mobile home pad, commercial, industrial or educational facility, hotel or motel facility, including laundry units, public bathrooms, and bath units, must pay a water debt charge as may be

established as set forth in the fee schedule established in the City fee schedule by Council by resolution from time to time from time to time by resolution of council for each unit.

- (c) *Water service installation charge.* Service connection no greater than 120 feet from the main to the property line of each customer will be installed by the city at the rates established by resolution of council from time to time. The fees paid at the time of application will be honored for six months. If the water/sewer connections have not been performed within six months, any additional cost will have to be paid or the fees will be refunded. Charges for taps longer than 120 feet and/or larger than two inches shall be fixed at cost plus an administrative charge under the control of the director of the department of public works.
- (d) *Standby fire line charge.* Where standby service is provided, a monthly fire line charge as may be established in a fee schedule by Council by resolution from time to time will be charged.
- (e) *Meter testing charge.* An amount as may be established in a fee schedule established from time to time by resolution of Council will be assessed for any meter tested. Should the meter prove to be defective, resulting in over-charge, no charge will be made to the property owner. E-coder I printouts will be an amount as may be established from time to time by resolution of council.
- (f) *Meters: installation, control and ownership.* Water meters will be owned, installed, controlled and maintained by the city. Where meters previously installed are damaged by the negligence or willful conduct of customers, their agents, employees, contractors or other persons permitted by them to be on the premises, or in any case where a meter is damaged, destroyed or stolen by unknown persons, the owner of the premises serviced by such meter shall bear the costs or repairs or the amount of damage, or the replacement costs if such meter cannot reasonably be repaired.
- (g) *Repair or breaks in service lines.* If breaks occur in the service lines of the water and sewer system, the city shall be responsible for the repair of such breaks from the main to the property line of the owner. If such break occurs between the property line of the owner and the connection to the premises, the owner of such premises shall be responsible for the cost of repair of the break in the main.

(1971 Comp., Ch. VIII, Art. 1, § 9; Code 1999, § 37-24; Ord. of 5-3-1999, § 2; Ord. of 10-1-2001, § 1; Ord. of 9-7-2010; Ord. No. 2018-002 , 12-27-2017)

Sec. 62-366. Sewer rates and charges.

- (a) *Generally.* The rates and charges for services rendered by, and the benefits derived from, the sanitary sewer system, shall be assessed against, and payment for such services shall be collected from each user served on the following basis:
 - (1) *Sewage disposal rate.* The sewage disposal rate shall be determined by fee schedule by resolution of Council from time to time.
 - (2) *Sewage service only.* For any user connected with the sanitary sewage disposal system who has no water connection, a special rate shall be determined in the City fee schedule by Council by resolution from time to time.
 - (3) *Connection, disconnection, and re-connection charges.* There shall be a charge for any connection, disconnection or re-connection of sewer facilities. Such charge will be computed on the basis of the actual cost to the city and established by fee schedule by resolution by Council from time to time.
- (b) *Sewer service installation charge.* All connections to any of the sewers of the sewer system shall be made by the department of public works or a qualified contractor, except as hereinafter provided. At the time a sewer service installation is requested, the following installation charge shall be paid. Such charges are to be paid prior to the installation.

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- (1) The basic service installation charge for up to a six-inch diameter connection shall be an amount established by fee schedule by resolution of Ccouncil from time to time.
 - (2) The charge for all sewer service installations larger than six inches in diameter, irrespective of its intended use, shall be in an amount as may be determined by fee schedule established by Ccouncil by resolution from time to time.
 - (3) All taps other than those outlined in subsection (b)(2) of this section shall be catalogued into one of the following categories and indicated on a set of master sanitary sewer plans which shall be maintained on file in the department of public works. The categories and charges shall be as follows:
 - a. A city-operated sanitary sewer is available to the premises in question and a sewer service installation will be provided to the nearest available property line to the sewer by the city for basic sewer service installation charge except in those cases where the provision of subsection (b)(2) of this section applies.
 - b. A city-operated sanitary sewer can be made available to the premises in question when the following criteria for eligibility to receive sewer services installation are met:
 1. An available sewer main must be located within 120 feet of any property line of a proposed new customer or user; providing, however, if it should be necessary to bring the existing sewer line across any hard surfaced road (defined as asphalt and/or concrete) over 24 feet in width, then the service shall only be provided at the sole expense of the affected property owner.
 2. The available main must have adequate capacity to accommodate the increased flow which will result from the proposed sewer service installation.
 3. If the available sewer main is of inadequate depth, then it shall be the responsibility of the proposed customer or user to submit engineering detail of a proposed lift station and/or other information to the department of public works demonstrating the acceptability of the proposed tap. In such event, the cost of engineering or equipment required shall be paid in advance by the proposed customer or user.
 - c. A sanitary sewer operated by an agency other than the city can be made available to the premises in question, provided the necessary permits can be obtained from the agency. However, such connection was not anticipated in the development of the city's sewer program or the establishment of the sewer service installation charge: therefore, the charge for such an installation shall be in an amount as may be established-determined in the City fee schedule by council by resolution from time to time.
 - d. A sanitary sewer operated by either the city or another agency is located in the area. However, due to existing conditions, it is not practical to make a sewer service installation.
 - (4) In those instances where, with the consent of the department of public works, an applicant elects to install the entire sanitary sewer house lead, from the sanitary sewer to the property line at his own expense, the sewer service installation charge may be waived and a special inspection charge as may be established by resolution of council from time to time shall be assessed. The Ccouncil may determine in the City fee schedule by resolution ~~establish~~ from time to time ~~by resolution~~ sewer reconnection inspection charges.
- (c) *Sewer service installation for low income residents.* Upon application by the owner of the residence in question, the water and sewer billing department shall have the power to approve that the sewer service installation charge as authorized in subsection (b) of this section be paid by a down payment which may be established-determined in the City fee schedule by council by resolution from time to time and the

remainder in 20 equal payments commencing with the next regular billing. This action shall not be taken until the water and billing department has found:

- (1) That the applicant and his dependents residing with him do not have a combined average monthly gross income for the past 12 months in excess of the amounts established by council by resolution from time to time.
 - (2) That the applicant is residing in the premises for which the low income resident sewer service installation charge is requested.
- (d) *Sewer debt and capital replacement charges.* In addition to all other applicable charges as specified in this article, the following rates shall be collected from each premises hereafter connecting to any of the sewer lines of the sewer system:
- (1) For each single-family residence making an allowable minimum water connection as approved by the city's public works department, the sewer debt charge shall be determined in the City fee schedule by Council by resolution ~~of council~~ from time to time and payable in one lump sum at the time of application. Prior to the transfer of ownership, the seller shall pay the balance of the debt service charge in full at or before the time of closing and the entire debt service charge of every residence constructed under this section will remain a lien upon the land unless so discharged and otherwise, and chargeable as such to seller and/or buyer. For any nonresident of the city connecting the charge shall be payable at the time of application. For each single-family residence constructed as part of a subdivision or development for the purpose of resale, the charge shall be payable at the time of application.
 - (2) The sewer debt charge, where a water meter is in excess of three-quarter-inch size, shall be payable at the time of application and shall be determined in the City fee schedule by Council by resolution from time to time based upon the size of the water meter.
 - (3) For each unit in a motel, hotel, apartment project or each pad in a mobile home park, there shall be a sewer debt rate charge which shall be determined in the City fee schedule by Council by resolution ~~of council~~ from time to time.
 - (4) Any business, commercial or industrial unit, including schools or any other public facility, shall pay the larger amount of either:
 - a. The amount determined by the meter size in subsection (d)(l)b of this section; or
 - b. The amount determined by multiplying the debt rate for a one-inch water meter times the number of acres up to five acres of the applicant's land as herebefore defined in this article and an additional amount over five acres which may be established by council by resolution from time to time per acre thereafter.
- ~~(e) *Sewer maintenance service charge collected.* In addition to the above specified rates, there shall be collected from users having any connection to the sewer lines of the sewer system, a sewer maintenance service charge in accordance with the following:~~
- ~~(1) For any residence or business unit including commercial, industrial, school or other public facility, served with a three-quarter inch water meter, hereafter connected to the system, the sewer maintenance service charge shall be established from time to time by resolution of council.~~
 - ~~(2) For any residence or business unit, including commercial, industrial, school or other public facility, served with a water meter in excess of three-quarter inch size and connecting to the sewer system, the sewer maintenance service charge shall be an amount as shall be established from time to time by resolution of council.~~

(1971 Comp., Ch. VIII, Art. 1, § 10; Code 1999, § 37-25; Ord. of 7-7-1977; Ord. of 8-9-1977; Ord. of 9-9-1991, § 2; Ord. of 5-3-1999, § 2; Ord. of 10-1-2001, § 2; Ord. of 10-8-2007, § 1; Ord. No. 2018-002 , 12-27-2017)

Sec. 62-367. Mandatory connection to available sewer service.

Each and every residence, business, commercial enterprise, industrial facility, school or other public facility of every type or description hereinafter constructed shall be required to use the sewer services of the city if the same are available within 120 feet of any property line of the proposed customer or user. If any customer or user is or has been disposing of sewage or sanitary waste by septic field, private sewage treatment facility or by any other lawful means whatever, such customer or user shall, within one year after sanitary sewer mains are installed by the city to any point within 100 feet of the property line of such existing resident, business unit, commercial unit, industrial unit, school or other public facility, be required to tap into such newly available sewer facility and shall thereby become liable to the city for any and all charges as contained in this article. The failure, neglect or refusal of any such user of whatever type to effect connection within a period of one year of the availability of such sewer shall be a misdemeanor and in addition thereto, every such user shall immediately become liable upon the expiration of such one-year period for all charges and payments called for by the terms of this article, which charge shall become a lien upon the land to which such sewer service is available whether or not sewer installation actually occurs. Also, the water service may be discontinued to such premises until such connections have been made.

(1971 Comp., Ch. VIII, Art. 1, § 11; Code 1999, § 37-26; Ord. of 5-3-1999, § 2; Ord. No. 2018-002 , 12-27-2017)

Sec. 62-368. Article schedule and rates.

This article and the schedules and rates contained herein or in any schedule attached hereto shall apply to all present and future construction and building and all presently existing structures or uses receiving water and sewer service and the combined system of the city.

(1971 Comp., Ch. VIII, Art. 1, § 12; Code 1999, § 37-27)

Sec. 62-369. Violations constituting misdemeanors.

Should any customer or user make any tap in the water and sewer services of the city without prior application of the city treasurer; should any water or sewer user fail, neglect or refuse to install or permit the installation of a water meter as required herein; should any customer or user use or attempt to use water in a manner not permitted by this article or relevant state statutes; should any person in any manner conceal or attempt to conceal sewer or water use; or should any user negligently or willfully destroy any meter or any portion of the sewer and water system of the city; or should any person fail, refuse or neglect to connect to the sewer system when required herein, the same shall be deemed a misdemeanor and the water department may charge the reasonable costs of the repair or replacement.

(1971 Comp., Ch. VIII, Art. 1, § 13; Code 1999, § 37-28)

Sec. 62-370. Unauthorized connection.

Nothing in this article shall be interpreted to permit connection to a water meter of a size less than that permitted by the department of public works by this article, permit the expansion of existing facilities without application to the city to determine any increased costs, increase in meter size or other requirements calculated to accommodate such increased service and/or ensure the payment of any and all debt service charges, whether water or sewer, contained in this article.

(1971 Comp., Ch. VIII, Art. 1, § 14; Code 1999, § 37-29)

Sec. 62-371. Persons responsible.

In all single-family residential uses, industrial uses or business uses, or in any of the categories or multiple uses, each and every owner of record as shown on the tax rolls shall be deemed responsible for any and all water and/or sewer charges, contract payments, or debt retirement charges, meter charges, disconnection charges, any of the rate deferrals, administrative charges or penalties herein provided. The owner of record, as shown by the tax rolls, shall be notified of such unpaid charges and upon the failure, refusal or neglect of any such owner to pay, within a reasonable time, any and all unpaid charges as herein lawfully charged, the same shall be assessed against the property and shall be a lien thereon as otherwise provided in this article. This notice requirement is fulfilled by sending written notification to the address of the premises in delinquency.

(1971 Comp., Ch. VIII, Art. 1, § 15; Code 1999, § 37-30)

Sec. 62-372. Inaccessible meters and meters from which a reading is not obtainable; estimated billing.

- (a) In cases where the meter reader is unable to gain access to read a meter, the meter is stopped, or a reading is not obtainable for any reason, the city shall issue an estimated billing. The estimated billing shall be a reasonable estimate based on prior usage. There shall be no adjustments made to such estimated billing in the case where the meter is not working.
- (b) Upon issuing such an estimated billing, the department shall notify the customer by mail that the customer must schedule with the department an inspection (and, if necessary, a repair, replacement, and/or relocation) of the meter and that a failure to do so after two written notifications shall result in the service being discontinued.
- (c) In the event more than two consecutive billings lapse without a reading, and the customer fails to make arrangements, satisfactory to the department, for the reading (and, if necessary, the repair, replacement, and/or relocation) of such meter, the service shall be discontinued in the same manner as provided for nonpayment of bills.
- (d) Service shall only be subsequently continued upon the customer's full compliance with the department's requirements for reading, inspection, repair, replacement, and/or relocation of the meter.

(Code 1999, § 37-31; Ord. of 5-3-1999, § 4; Ord. of 9-22-2008, § 2; Ord. No. 2018-002, 12-27-2017)

Sec. 62-373. Water meter obstructions.

Customers or property owners where meters are located within the building shall not cover the meters or place obstructions that may prevent convenient access to the meter at any time by the employees of the water department for the purpose of reading or making repairs.

(Code 1999, § 37-32; Ord. of 5-3-1999, § 4)

Sec. 62-374. Cost of meter pit or meter house.

Where it is necessary to set the meter in a pit or above ground house (Hot Box) meter, such meter pit or meter house shall be built at the expense of the customer as directed by and to the entire satisfaction of the director of the department of public works or his designee. Every meter pit shall have a sump pump installed at the

expense of the customer. The sump pump shall be maintained by the customer so as to prevent water in the pit reaching the meter. The cost of repair or replacement of any meter damaged by high water in the pit shall be charged to the customer.

(Code 1999, § 37-33; Ord. of 5-3-1999, § 4)

Sec. 62-375. Deposit required by lessee.

In all cases where a lease has been legally executed containing a provision that the lessor shall not be liable for payment of water bills, and an affidavit in accordance with Act No. 94 of 1933 has been filed with the department by the owner of the property, the department shall discontinue water service to such premises until there has been deposited with the city a sum sufficient to cover three times the average bill for such premises as estimated by the department, such deposit to be in no case less than three times the minimum shut-off threshold amount. Where the water service to any premises has been terminated to enforce the payment of water service charges, the water service shall not be restored until all delinquent charges have been paid and a deposit, as in the case of tenants, is made. The owner shall give prompt notice of any cancellation, change in or termination of the lease.

(Code 1999, § 37-34; Ord. of 5-3-1999, § 4; Ord. No. 2018-002 , 12-27-2017)

Sec. 62-376. Tax roll.

All unpaid charges for such services furnished to any premises plus an additional fee that may be established by council by resolution from time to time, may be presented to the city assessor who shall place the same on the next tax roll of the city.

(Code 1999, § 37-35; Ord. of 5-3-1999, § 4; Ord. No. 2018-002 , 12-27-2017)

Sec. 62-377. Ordinance violations.

Any person whose premises are supplied with water shall be deemed as having assented to the provisions of this chapter. When any person violates any of the provisions of this chapter the department shall be empowered to disconnect or shut off the water and assessed a service fee as ~~established~~ determined in the City fee schedule by council by resolution from time to time.

(Code 1999, § 37-36; Ord. of 5-3-1999, § 4; Ord. No. 2018-002 , 12-27-2017)

Sec. 62-378. Turning on water shut off by water department prohibited.

No person shall turn on the water from any of the water mains or pipes belonging to the water system of the city except for personnel acting on behalf of the city.

(Code 1999, § 37-37; Ord. of 5-3-1999, § 4)

Sec. 62-379. Removal of curb box for shut off purposes.

If, in the opinion of the director of the department of public works, it is necessary to remove the curb box shut off to prevent use of water in violation of this chapter, the department of public works will remove the curb box forthwith and the cost of such removal, along with the cost of reinstallation of said curb box, shall be charged

against the owner or user of the premises serviced by said curb box, and shall be paid prior to the reinstitution of service.

(Code 1999, § 37-38; Ord. of 5-3-1999, § 4)

Sec. 62-380. Water meter repair and installation.

After the expiration of written notification, the city shall be empowered to enforce the repair or installation of a water meter by shutting off the water supply system.

(Code 1999, § 37-39; Ord. of 5-3-1999, § 4)

Secs. 62-381—62-396. Reserved.

ARTICLE V. SEWER USE, CONNECTION AND EXTENSION

Sec. 62-397. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

B.O.D. (denoting biochemical oxygen demand) means the quantity of oxygen utilized by the biochemical oxidation of organic matter under standard laboratory procedure in five days at 20 degrees Celsius expressed in milligrams per liter.

Building drain means that part of the lowest horizontal piping of a drainage system from the vertical riser most distant from the building sewer to a point five feet from the outside wall of the building, which part receives the discharge from the soil, waste and other drainage pipes inside the walls of the building and conveys it to the building sewer.

Building sewer or house lead means that part of a drainage system extending from the building drain to the public sewer or other place of disposal.

Combined sewer means a sewer receiving both stormwater and sewage.

Garbage means solid wastes from the domestic and commercial preparation, cooking and dispensing of food, and the handling, storage and sale of produce.

Industrial wastes means the liquid or colloidal wastes other than sanitary sewage from industrial, commercial or manufacturing processes.

Natural outlet means any outlet into a watercourse, pond, ditch, lake or other body of surface water or groundwater.

pH means the logarithm of the reciprocal of the weight of hydrogen ions expressed in grams per liter of solution.

Properly shredded garbage means wastes from the preparation, cooking and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, and having no particle greater than one-half inch in any diameter.

Public sewer means a sewer that is controlled by public authority.

Sanitary sewer means a sewer that carries sewage and to which stormwaters are not intentionally admitted.

Sewage means a combination of the water-carried wastes from residences, business buildings, institutions, and industrial establishments, together with such groundwaters, surface waters and stormwaters as may have been combined therewith.

Sewage treatment plant means any arrangement of devices and structures used for treating sewage.

Sewer means a pipe or conduit carrying sewage or stormwater.

Sewerage works or *sewerage system* means all facilities controlled by public authority for collecting, pumping, treating, and disposing of sewage or stormwater.

Slug means any discharge of water, sewage, or industrial waste which, in concentration of any given component or in quantity of flow, exceeds for any period of duration longer than 15 minutes more than five times the average 24-hour concentration or flow during normal operation.

Storm drain or *storm sewer* means any drain or sewer, either natural or artificial, which is intended expressly for the conveyance of stormwater and uncontaminated industrial wastes.

Stormwater means that part of the rainfall that reaches the sewers as run-off from natural land surfaces, building roofs, pavements or as groundwater infiltration.

Suspended solids means solids that either float on the surface of, or are in suspension in water, sewage, or other liquids, which are removable by laboratory filtering.

Uncontaminated industrial wastes means water that has not come into contact with any substance used in or incidental to industrial processing operations (e.g., unpolluted cooling water).

User means the owner, occupant, or proprietor of any premises connected with and using any of the facilities of the sewer system for the collection and disposal of sewage and other wastes.

Watercourse means a channel through which water or other fluids flow either continuously or intermittently.
(1971 Comp., Ch. VIII, Art. 2, § 1; Code 1999, § 37-103)

Sec. 62-398. Sewer use regulations.

(a) Required use of public sewers.

- (1) It shall be unlawful for any person to place, deposit, or permit to be placed or deposited in an unsanitary manner upon public or private property within the city or in any area under the jurisdiction of the city, except in the pursuit of a normally accepted farming or gardening practice, any human or animal excrement, garbage or other objectionable waste.
- (2) It shall be unlawful to discharge into any natural outlet within the city, or in any area under the jurisdiction of the city, any sewage, industrial wastes, or other polluted waters, except where suitable treatment has been provided in accordance with this article.
- (3) Except as hereinafter provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool or other facility intended or used for the disposal of sewage.
- (4) The owners of all houses or other buildings used for human occupancy, employment, recreation or other purpose situated within the city and abutting on any street, alley or right-of-way in which there is now located or shall in the future be located a public sanitary or combined sewer of the city, is hereby required at his expense to install toilet facilities therein, in conformity with law, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this article. If the director of public works and services deems it necessary for reason of public health, a connection shall be made within one year after the date of official notification that the sewer is available; provided that, if a house or building be declared by the city council to be included in a plan of imminent acquisition by

the city or by an agency thereof, the city council may, in such case, extend the time within which a connection be made until the land is acquired, the plan terminated or the further order of the city council; and provided, further, in the case of an imminent public health hazard, a connection shall be made within six months after the date of official notice to do so, provided that the public sewer is within 100 feet of the property line.

(b) *Private sewage disposal.*

- (1) Where a public sanitary sewer is not available under the provisions of subsection (a)(4) of this section the building sewer shall be connected to a private sewage disposal system complying with the requirements of the county department of health and any requirements which the city may by ordinance or resolution deem necessary to protect the public health. Temporary use of privies or privy vaults meeting the requirements of the county department of health may be allowed on construction projects with the approval of the city.
- (2) The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times, at no expense to the city.
- (3) At such time as a public sewer becomes available to a property served by a private sewage disposal system, as provided in subsection (b)(1) of this section a direct connection shall be made to the public sewer in compliance with this article and any septic tanks, cesspools and similar private sewage disposal facilities shall be cleaned of sludge and filled with clean bank-run gravel or other suitable material. The connection is to be made within the time provided in subsection (b)(4) of this section.
- (4) No statement contained in this section shall be construed to conflict with any more stringent requirements that may now or hereafter be imposed by the county department of health or any state regulation.

(c) *Allowable use of the public sewers.*

- (1) No person shall intentionally discharge or cause to be discharged any stormwater, surface water, groundwater, roof runoff, subsurface drainage, or uncontaminated industrial waste into any sanitary sewer, excepting only a normal amount of groundwater leakage into footing drains occurring after the backfill of the footing drain and sanitary sewer system. If the city determines that an excessive amount of groundwater leakage is entering a footing drain, the director of public works and services shall forthwith notify the user of the property of such determination, and the user shall forthwith abate such excessive leakage in a manner approved by the city. In no case shall excavation for footings or basements be drained into a sanitary sewage system. The house lead and building drain, immediately upon being placed, shall be tightly capped and thoroughly leaded, and all interior stacks and openings shall remain in this condition until the basement floor and walls have been laid to grade and exterior footing excavations backfilled to grade. It is anticipated that this requirement will necessitate the use of a temporary sump from which groundwater will be pumped to proper disposal. It is the intent of this requirement that no sand, clay or foreign matter be permitted to reach the city sanitary sewer system or the connections thereto.
- (2) Stormwater and all other unpolluted drainage shall be discharged upon approval of the city, county drain commissioner and other lawful authorities to such sewers as are specifically designated as storm sewers, or to a natural outlet. Uncontaminated industrial waste may be discharged, upon approval of the city, county drain commissioner and state water resources commission and other lawful authorities to a storm sewer or natural outlet.
- (3) No person shall knowingly discharge or cause to be discharged any of the following described waters or wastes into any public sewers:
 - a. Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive liquid, solid or gas;

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- b. Any waters or wastes containing toxic or poisonous solids, liquids or gases in sufficient quantity, either singly or by reasonably anticipated interaction with other wastes, to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, create a public nuisance, or create a hazard in the receiving waters of the sewage treatment plant, including, but not limited to, cyanides in excess of two milligrams per liter as CN in the wastes as discharged to the public sewer;
 - c. Any waters or wastes having a pH lower than 5.5, or having any other corrosive property capable of causing damage to structures and equipment, or creating a hazardous condition for personnel of the sewage works;
 - d. Solid or viscous substances such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails and paper dishes, cups, milk containers, either whole or ground by garbage grinders, in such quantities or of such size as to be capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the sewer works.
- (4) No person shall knowingly discharge or cause to be discharged the following described substances, materials, waters, or wastes into any public sewers unless it is determined by the city that such wastes cannot harm the sewers, sewage treatment process or equipment, have an adverse effect on the receiving stream, or otherwise endanger life, limb, public property or constitute a nuisance:
- a. Any liquid or vapor having a temperature upon discharge higher than 150 degrees Fahrenheit (65 degrees Celsius);
 - b. Any waters or wastes containing fats, wax, grease, or oils, whether emulsified or not in excess of 100 milligrams per liter; or containing substances which solidify or become viscous at temperatures between 32 degrees and 150 degrees Fahrenheit;
 - c. Any garbage that has not been properly shredded. The installation and operation of any garbage shredder equipped with a motor of three-fourths horsepower or greater shall be subject to the review and approval of the city;
 - d. Any waters or wastes containing acid iron pickling wastes or concentrated plating solutions whether neutralized or not;
 - e. Any waters or wastes containing iron, chromium, copper, zinc, and similar objectionable or toxic substances; or wastes exerting excessive chlorine requirement, to such degree that any such material received in the composite sewage at the sewage treatment works exceeds the limits established by the city or county board of public works;
 - f. Any waters or wastes containing phenols or other taste- or odor-producing substances in such concentrations exceeding limits which may be established by the city or county board of public works as necessary, after treatment of the composite sewage, to meet the requirements of the state, federal or other public agencies having jurisdiction of such discharge to the receiving waters;
 - g. Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the city or county board of public works in compliance with applicable state or federal regulations;
 - h. Any wastes or waters having a pH in excess of 9.5;
 - i. Materials that exert or cause:

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1. Unusual concentrations of inert suspended solids, such as, but not limited to, Fuller's earth, lime slurries, and lime residues, or of dissolved solids, such as, but not limited to, sodium chloride and sodium sulfate;
 2. Excessive discoloration, such as, but not limited to, dye wastes and vegetable tanning solutions;
 3. Unusual B.O.D., chemical oxygen demand or chlorine requirements in such quantities as to constitute a significant load on the sewage treatment works;
- j. Waters or wastes containing substances that are not amenable to treatment or reduction by the sewage treatment plant only to such degree that the sewage treatment plant effluent cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.
- (5) If any waters or wastes are discharged, or are proposed to be discharged to the public sewers, which contain the substances or possess the characteristics enumerated in subsection (c)(4) of this section, and which in the judgment of the city may have a deleterious effect upon the sewage works, processes, equipment, or receiving waters, or which otherwise create a hazard to life or constitute a public nuisance, the city may:
- a. Reject the wastes;
 - b. Require pretreatment to an acceptable condition for discharge;
 - c. Require control over the quantities and rates of discharge;
 - d. Require payment to cover the added cost of handling and treating the wastes not covered by existing taxes and charges.

If the city permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the review and approval of the city.

- (6) Grease, oil and sand interceptors shall be provided when it is determined by the city that they are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand and other harmful ingredients; except that such interceptors shall not be required for private living quarters or living units. All interceptors shall be of a type and capacity approved by the city and shall be so located as to be readily and easily accessible for cleaning and inspection. Grease and oil interceptors shall be constructed of impervious materials capable of withstanding abrupt and extreme changes in temperature. They shall be of substantial construction, watertight and equipped with easily removable covers which, when bolted in place, shall be gastight and watertight. Where installed, all grease, oil and sand interceptors shall be maintained by the owner, at his expense, in continuously efficient operation at all times.
- (7) Where preliminary treatment of flow-equalizing facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his expense.
- (8) When required by the city, the user of any property serviced by a building sewer carrying industrial wastes shall install a suitable control manhole together with such necessary meters and other appurtenances in the building sewer as to facilitate observation, sampling and measurement of the wastes. Such a manhole, when required, shall be accessible and safely located, and shall be constructed in accordance with plans approved by the city. The manhole shall be installed by the owner at his expense, and shall be maintained by him so as to be safe and accessible at all times.
- (9) All measurements, tests, and analyses of the characteristics of waters and wastes to which reference is made in these regulations shall be determined in accordance with Standard Methods for the Examination of Water and Sewage and shall be determined at the control manhole provided for, or

upon suitable samples taken at the control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer from the point at which a building sewer is connected.

- (10) Nothing contained in this section shall be construed as preventing any special agreement or arrangement between the city council and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the city for treatment, subject to payment and indemnity therefor, by the industrial concern.

(1971 Comp., Ch. VIII, Art. 2, § 2; Code 1999, § 37-105)

Sec. 62-399. Building sewers and connections.

- (a) *Permits and connection requirements.* No person shall lay, alter or repair any building sewer or house lead, or make any connections whatsoever with any lateral sewer, trunk sewer, or building drain or do any kind of work connected with the laying of building sewers or house leads or make any repairs, additions or alterations to any drain or sewer connected with or designated to be connected with the sanitary sewer system without first obtaining a written city permit therefor.

- (1) Application for permit shall be made on the application forms furnished by the division of water and sewer of the department of public works and services. All applications for permit, other than a homeowner's permit, shall be made by a contractor who is registered with the city and who is bonded and insured to perform such water/sewer work; such bond and insurance to be as provided in subsection (b)(2) of this section. Each application for a permit shall be assessed an application and inspection fee to defray the cost of processing the application and the subsequent inspections of construction or installation. Should conditions require more than two inspections or should a full-time inspector be required, an additional inspection fee will be charged for all additional time, over and above the normally anticipated two inspections. In the case of commercial, multiple dwelling or industrial developments, a review fee may be charged if the complexity of the waste disposal facilities warrant specific review of the details and plans by the division of water and sewer.
- (2) Application for a permit by a homeowner shall be made on the homeowner's permit form furnished by the city. Homeowners who are not contractors registered to do work in the city may obtain a permit for the laying of building sewers or house leads on premises occupied or to be occupied by the applicant as his residence upon payment of the application and inspection fee and the filing of the proper application forms; provided that the applicant obtains a bond in the amount of \$5,000.00 as a financial guaranty for any damage and complies with the other provisions of this article, including, but not limited to, the payment of any additional inspection or review fees, the connection and laying of the building sewer in accordance with the rules and regulations of the division of water and sewer and the department of public works and the final inspection and approval of the building sewer prior to the covering of the installation.
- (3) The application and inspection fee, the additional inspection fee and the review fee shall be prescribed from time to time by resolution of the city council.
- (4) In addition to the application and inspection fee, the additional inspection fee and the review fee all applicants for a sewer connection permit shall be required to pay the applicable capital charge, front-foot charge, connection charge and any other charge provided by city ordinance or determined in the City fee schedule by Council by resolution from time to time by subsequent resolution of the city council.
- (5) No openings shall be made into the sewer system without first obtaining a sewer connection permit as specified under subsections (a)(1) and (2) of this section. The removal of the cookie or stopper or any

other type of connection to the sanitary sewer system shall be performed only in the immediate presence of the department of public works and services inspector. Upon failure to comply with this requirement, the contractor or any other person responsible for the work shall be served with a notice of violation as provided for under sections 62-403 and 62-404. Any contractor who shall knowingly neglect or refuse to comply with the requirements of this article, other rules and regulations hereinafter established or with the conditions of the permit shall be subject to the immediate revocation of his registration by the city, in addition to the other penalties set forth in this article. Any violation by agents, servants or employees of a contractor under the terms of these regulations shall be deemed to be a violation by the contractor in whose name the permit is issued.

- (6) It shall be unlawful for any person, performing work under a permit for the laying of building sewer, to cover any portion of a building sewer until such time as it has been inspected and approved by the department of public works inspector or his authorized agent. Such person shall give the city written notice when the work is ready for inspection and shall leave the premises in a condition convenient for inspection by the inspector. The licensee shall remove and replace all rejected work, restore all public streets and alleys to a similar condition as existed prior to excavation, and shall make all adjustments necessary to fully meet the requirements under this article, other rules and regulations hereinafter established and the conditions of the permit to the reasonable satisfaction of the city.
- (7) Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the city, to meet all requirements of these regulations.

(b) *License, insurance and bonds.*

- (1) Each person or company other than a homeowner applying for sewer connection permits shall be registered with the city. This registration shall contain the following information:
 - a. The legal name of the person or company;
 - b. The type of ownership of the company;
 - c. The principals of the company;
 - d. The legal address and business phone number of the person or company;
 - e. The name, address and state plumbing license number of the principal licensed master plumber in the company;
 - f. The name, address and phone number of an individual in responsible charge who can be contacted in the event of an emergency on the project.
- (2) Each person or company acting as principal contractor in the installation, alteration or repair of any building sewer or house lead shall, prior to commencing work, place on file with the division of water and sewer of the department of public works and services, evidence of the following insurance and bonds. All such insurance shall be written with an insurance company licensed to do business and maintaining an office within the state, which office shall have the authority to process and settle claims.
 - a. Employer's liability and worker's compensation insurance for all employees to be engaged in work on the project, as provided by the Michigan Workman's Compensation Law.
 - b. Contractor's public liability insurance in an amount not less than \$100,000.00 for injuries to each person and \$300,000.00 for each occurrence, and contractor's property damage insurance in an amount not less than \$50,000.00 for each occurrence and \$100,000.00 aggregate.
 - c. Contractor's motor vehicle bodily injury insurance in an amount not less than \$100,000.00 for injuries to each person and \$300,000.00 for each occurrence and contractor's motor vehicle property damage insurance in an amount not less than \$50,000.00 for each occurrence.

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- d. Owner's and contractor's protective public liability and property damage insurance in the name of the city in an amount not less than \$100,000.00 for injuries to each person, \$300,000.00 for each occurrence and property damage in an amount not less than \$50,000.00 for each occurrence and \$100,000.00 aggregate. Such insurance shall include the so-called explosion, collapse and underground hazards coverage.
 - e. Each such person or company shall procure or cause to be procured insurance coverage as provided in subsection (b)(2)a through d of this section with respect to each subcontractor with whom it contracts.
 - f. A license bond in favor of the city in an amount of not less than \$5,000.00. The license bond shall be prepared on the form prescribed by the department of public works and services and shall be renewed at least once each year. It is the intent of the bond to guarantee that the contractor shall faithfully observe and honestly comply with such ordinances, rules and regulations, and amendments thereto as may apply to the installation, alteration or repair of any building sewer or house lead and, further, that the contractor shall keep all work undertaken within the period of the bond, whether done by himself or by someone for him, free of defects due to faulty workmanship or defective materials, for a period of one year from completion of work. This work shall be done at no expense to the city. The city shall give the contractor written notice of corrections needed on the project and in the event the contractor fails to undertake the correction of the work, as indicated in the notice, within one week, after the date of such notice, the city may cause the corrections to be made and charge all expenses therefor to the contractor or the surety.
 - g. A security cash deposit in the amount of \$100.00 shall be deposited with the city by each person or company. The cash deposit shall be a security deposit for indemnification arising from minor surface damage to adjacent lands. If there is damage, the city shall give the contractor written notice of corrections needed on the project and if the contractor fails to undertake the correction of the damage, as indicated in the notice, within one week, after the date of such notice, the city may cause the corrections to be made and deduct all expenses therefor from the security cash deposit. If the security cash deposit falls below \$50.00, the contractor will be required to renew the cash deposit to the full \$100.00 amount before additional sewer connection permits will be issued to him.
- (c) *Use regulations requiring separate building sewer or house lead.* As provided in the county board of public works regulations, the state department of health regulations and the state plumbing code, there shall be a separate building sewer or house lead, independent of that for any other building, for every building connected to the sanitary sewer system, except for those instances where the city determines that one of the following conditions prevails, in which case a multiple connection may be allowed:
- (1) Where one building stands in the rear of a residential building on an interior lot and no sewer is available or can be made available for the rear building through an adjoining alley, court, yard or driveway and where both buildings are under common ownership.
 - (2) Where a complex of commercial establishments or multiple dwelling units are situated under a common roof and share common interior walls. The interconnection of adjacent units by companionways or underground utility tunnels does not constitute sufficient physical connection to allow the use of a single building sewer or house lead.
 - (3) Where an industrial complex consists of several adjacent buildings that are an integral part of an industrial process or production sequence and where all portions of the complex are under a common ownership. If there is a sale of a portion of the complex, a separate and independent building sewer or house lead will be required for each portion of the divided complex.

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- (d) *Building sewer or house lead construction methods, materials and standards.* The city council may adopt by resolution from time to time such rules and regulations relating to building sewer or house lead construction methods, materials and standards as it may deem advisable, which rules and regulations shall be published and copies of which shall at all times be available at the department of public works and services.

(1971 Comp., Ch. VIII, Art. 2, § 3; Code 1999, § 37-106; Ord. of 6-24-1991, § 2)

Sec. 62-400. Sanitary sewer and storm drain extensions.

- (a) *Use regulations requiring public sanitary extensions.* Except in those instances provided for in section 62-399(c), all sanitary sewers serving more than one building shall be public sanitary sewers.
- (b) *Sanitary sewer extension procedure.* All public sanitary sewers installed within the city shall be constructed under contract awarded by the city council. When a person wishes to sponsor the construction of public sanitary sewers, he shall proceed as follows:
- (1) The project sponsor shall submit preliminary plans to the department of public works and services for their tentative approval (approval in principle).
 - (2) Upon the giving of tentative approval, the department of public works and services shall refer construction plans to the city engineer for technical review.
 - (3) Prior to each review by the city engineer, the project sponsor shall remit to the department of public works and services a sanitary sewer review fee based on the cost of construction as estimated by the city engineer. This remittance is to cover the cost of examination and preliminary engineering work required to determine the adequacy of the plans, the obtaining of the necessary permits from the county board of public works and the state department of health, and the division of water and sewer administration. The schedule or amount of the sanitary sewer review fee shall be prescribed from time to time by resolution of the city council.
 - (4) When the department of public works and services, upon the advice of the city engineer shall have declared the plans adequate and all the necessary permits have been obtained, the project sponsor shall submit a complete set of reproducible original drawings for the project along with the evidence of all necessary permits, other than those listed under subsection (b)(3) of this section.
 - (5) The department of public works and services shall, upon receipt of the drawings and permits, refer the project to the city council, together with their recommendations regarding construction of the project.
 - (6) At such time as the city council may elect to establish a date for receipt of bids, the project sponsor shall be directed to remit to the city or to deposit or secure in such manner as is acceptable to the city council an amount equal to the entire project cost, including construction contingencies, field supervision, staking, inspecting and administration as estimated by the city engineer.
 - (7) Upon receipt of the full remittance as defined under subsection (b)(6) of this section, the city clerk shall cause an advertisement for bid to be placed in the appropriate trade publications and direct the city engineer to prepare the necessary bid documents for use by the prospective bidders.
 - (8) Following the receipt and tabulation of bids, but prior to the award of a contract, the project costs shall be reviewed to determine if the construction funds previously deposited with the city are adequate to construct the project. If the construction deposit exceeds the adjusted project cost, the surplus shall be refunded to the project sponsor. If the construction deposit is less than the adjusted project cost, the project sponsor shall be given the option of either remitting sufficient additional funds to the city to cover the difference or directing that the bids be rejected, in which case an amount of money equal to the actual administrative, engineering and publishing cost incurred by the city in bidding the project, but in no case less than \$100.00, will be charged to the project sponsor by the city council.

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- (9) The city council shall act on the formal award and signing of the contract or the rejection of bids as outlined in subsection (b)(8) of this section.
- (10) Upon completion of the project, the project costs shall be audited and all surplus funds returned to the project sponsor.
- (c) *Alternate procedure.* In lieu of the procedure set forth in subsection (b)(1) and (2) of this section, the project sponsor may elect to request the department of public works and services to handle the entire project. In this case, the project sponsor shall remit to the department of public works and services ten percent of the estimated project cost as a good faith deposit. The department of public works and services shall cause engineering drawings to be prepared and the necessary approvals and permits obtained. If the sponsor elects not to proceed with the project, the deposit, or so much as is necessary, shall be used to defray engineering and administrative costs incurred and the balance if any shall be refunded to the sponsor.
- (d) *Sewer construction methods, materials, standards and permit procedures.* The city council may adopt from time to time such rules and regulations relating to sewer construction methods, materials and permit procedures as it may deem advisable.
- (1971 Comp., Ch. VIII, Art. 2, § 4; Code 1999, § 37-107)

Sec. 62-401. Storm sewers.

- (a) No person shall construct, alter, divert, enlarge, enclose, tap into, connect to, or in any manner tamper with any storm sewer, drain or outlet over which the city has ownership, control, regulation, or maintains either in the name of the city or by contract with any other municipality, commission or public body, without first obtaining a permit therefor from the department of public works and services.
- (b) Because the storm sewers, drains and outlets possess unique characteristics that do not lend themselves to categorical regulation, it is hereby required that specific plans and specifications be submitted to the department of public works and services setting forth the design criteria and construction details. The department of public works and services shall then alter, amend or approve plans and issue a permit therefor. The department of public works and services shall set a fee for a permit sufficient to defray the costs of review, inspections and supervision of the permit.

(1971 Comp., Ch. VIII, Art. 2, § 5; Code 1999, § 37-108)

Sec. 62-402. Protection from damage.

No unauthorized person shall maliciously, willfully, or recklessly break, damage, destroy, uncover, deface or tamper with any structure, appurtenances, or equipment that is a part of the sewage works.

(1971 Comp., Ch. VIII, Art. 2, § 6; Code 1999, § 37-109)

Sec. 62-403. Powers and authority of inspectors.

- (a) The director of public works and services and other duly authorized employees and agents, bearing proper credentials and identification, shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling and testing in accordance with the provisions of this article and shall be empowered to procure all necessary legal process to gain entry to other properties. The director of public works and services shall have no authority to inquire into any processes including metallurgical, chemical, oil, refining, ceramic, paper, or other industries beyond that point having a direct bearing on the kind and source of discharge to the sewers or waterways or facilities for waste treatment.

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- (b) While performing the necessary work on private properties referred to in subsection (a) of this section, the director of public works and services or duly authorized employees or agents, shall observe all safety rules applicable to the premises.
 - (c) The director of public works and services and other duly authorized employees and agents of the city bearing proper credentials and identification shall, subject to any pertinent restrictions to the easement, be permitted to enter all private properties through which the city holds an easement for the purposes of, but not limited to, inspection, observation, measurement, sampling, repair and maintenance of any portion of the sewage works lying within the easement. All entry and subsequent work, if any, on any easement, shall be done in full accordance with the terms of the easement pertaining to the private property involved.

(1971 Comp., Ch. VIII, Art. 2, § 7; Code 1999, § 37-110)

Sec. 62-404. Penalties.

- (a) Any person found to be violating any provisions of this article except section 62-402 shall be served by the city with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.
- (b) Any person who shall knowingly continue any violation beyond the time limit provided for in subsection (a) of this section shall be guilty of a misdemeanor.
- (c) Any person violating any of the provisions of this article shall become liable to the city for any expense, loss, or damage occasioned the city by reason of such violation.

(1971 Comp., Ch. VIII, Art. 2, § 8; Code 1999, § 37-111)

Sec. 62-405. User charges for sewer service.

- (a) Rates and charges for the use of the wastewater system of the city are hereby established and made against each lot, parcel of land or premises which may have direct or indirect connections to the system or which may otherwise discharge wastewater either directly or indirectly into the system.
- (b) The rates and charges hereby established shall be based upon a methodology which complies with applicable federal and state statutes and regulations. The amount of the rate and charges shall be sufficient to provide for debt service and for the expenses of operations, maintenance and replacement of the system as necessary to preserve the same in good repair and working order. The amount of the rates and charges shall be reviewed annually and revised when necessary to ensure system expenses are met and that all users pay their proportionate share of operation, maintenance and equipment replacement expenses.
- (c) The amount of such rates and charges and the intervals at which users of the wastewater system are billed shall be determined no less than annually by the administration and presented to city council for their notification and review. The determination of the administration shall take effect ten days following the date of the meeting in which city council was presented with official notice of such determination unless rejected by a two-thirds majority of the city council.
- (d) The rates and charges for operation, maintenance and replacement hereby established shall be uniform within the area serviced by the city. No free service shall be allowed for any user of the wastewater system.
- (e) All customers of the city wastewater system shall receive an annual notification, either printed on the bill or enclosed in a separate letter, which will show the breakdown into its component for:
 - (1) Operation, maintenance and replacement.

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- (2) Debt service.

(Ord. of 2-1-1993, § 2; Code 1999, § 37-112)

Sec. 62-406. User charges for water service.

- (a) Rates and charges for the use of the water system of the city are hereby established and made against each lot, parcel of land or premises which may have direct or indirect connections to the system.
- (b) The rates and charges hereby established shall be based upon a methodology which complies with applicable federal and state statutes and regulations. The amount of the rate and charges shall be sufficient to provide for debt service and for the expenses of operations, maintenance and replacement of the system as necessary to preserve the same in good repair and working order. The amount of the rates and charges shall be reviewed annually and revised when necessary to ensure system expenses are met and that all users pay their proportionate share of operation, maintenance and equipment replacement expenses.
- (c) The amount of such rates and charges and the intervals at which users of the water system are billed shall be determined no less than annually by the administration and presented to council for their notification and review. The determination of the administration shall take effect ten days following the date of the meeting in which city council was presented with official notice of such determination unless rejected by a two-thirds majority of the city council.
- (d) The rates and charges for operation, maintenance and replacement hereby established shall be uniform within the area serviced by the city. No free service shall be allowed for any user of the water system.
- (e) All customers of the city water system shall receive an annual notification, either printed on the bill or enclosed in a separate letter, which will show the breakdown into its component for:
 - (1) Operation, maintenance and replacement.
 - (2) Debt service.

(Ord. of 2-1-1993, § 2; Code 1999, § 37-113)

Secs. 62-407—62-432. Reserved.

**ARTICLE VI. WASTEWATER DISCHARGE INTO THE CITY OF DETROIT PUBLICLY
OWNED TREATMENT WORKS**

Sec. 62-433. Delegation of authority for wastewater discharge control.

- (a) *Delegation.* The City of Detroit, through the Detroit Water and Sewerage Department, as the control authority approved by the state, is authorized to administer and enforce the provisions of this article and the ordinance adopted by reference hereby on behalf of the city. The city has previously executed and hereby ratifies its delegation agreement dated July 3, 1990, (the "Delegation Agreement") with the City of Detroit through the Detroit Water and Sewerage Department, which sets forth the terms and conditions of such delegated authority, consistent with this article and the ordinance adopted by reference hereby, and shall continue to allow the Detroit Water and Sewerage Department to perform the specific responsibilities of control authority pursuant to state and federal law.

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- (b) *Scope of delegation.* The delegation of authority set forth in this section and this article shall be limited solely to wastewater discharges into the wastewater collection and treatment system within the City of Romulus which flows to the City of Detroit Publicly Owned Treatment Works ("POTW").

(Ord. of 4-9-2012, § 37-114)

Sec. 62-434. Purpose.

- (a) The purpose of this article is the protection of the environment, and of public health and safety, by abating and preventing pollution through the regulation and control of the quantity and quality of wastes admitted to or discharged into the wastewater collection and treatment system under the jurisdiction of the City of Romulus which flow to the City of Detroit POTW and enabling the City of Romulus to comply with all applicable state and federal laws required by the Federal Water Pollution Control Act, being 33 USC 1251 et seq., and the General Pretreatment Regulations (40 CFR 403).
- (b) The objectives of this article are:
- (1) To prevent the introduction of pollutants into the wastewater system which will interfere with the operation of the system and/or the POTW or contaminate the resulting sludge, or will pose a hazard to the health or welfare of people or to employees of the City of Romulus or the City of Detroit Water and Sewerage Department;
 - (2) To prevent the introduction of pollutants into the wastewater system which will pass inadequately treated, through the POTW, into receiving waters, the atmosphere, the environment or otherwise be incompatible with the system and/or the POTW;
 - (3) To improve the opportunity to recycle or reclaim wastewaters or sludge from the system and/or the POTW in an economical and advantageous manner; and
 - (4) To provide for the recovery of the costs from users of the applicable wastewater collection and treatment system sufficient to administer regulatory activities and meet the costs of the operation, maintenance, improvement or replacement of the system and/or the POTW.
- (c) This article provides for the regulation of contributors within the city to the POTW via the applicable wastewater collection and treatment system, through the issuance of wastewater discharge permits to certain users and through the enforcement of general requirements for all users, authorizes monitoring and enforcement, and authorizes fees and penalties.

(Ord. of 4-9-2012, § 37-115)

Sec. 62-435. Authority.

By virtue of the obligations and authority placed upon the City of Romulus and the City of Detroit by the Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, being 33 USC 1251 et seq.; the 1963 Constitution of the State of Michigan; Public Act 245 of 1929, as amended, being MCL 323.1 et seq.; the Delegation Agreement; Rule 323.2306(b) of the Michigan Administrative Code; the National Pollutant Discharge Elimination System (NPDES) permit for the City of Detroit POTW; the consent judgment in U.S. EPA v. City of Detroit et al, Federal District Court for the Eastern District of Michigan Case No. 77-1100, as amended; and existing or future contracts between the board of water commissioners and suburban communities or other governmental or private entities; or by virtue of common law usage of the system, this article shall apply to every user contributing or causing to be contributed, or discharging, pollutants or wastewater into the wastewater collection and treatment system which flows to the City of Detroit POTW.

(Ord. of 4-9-2012, § 37-116)

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(Supp. No. 24)

Sec. 62-436. Adoption of the City of Detroit Wastewater Discharge Control Ordinance.

The City of Romulus hereby adopts by reference the City of Detroit Wastewater Discharge Control Ordinance, City of Detroit Ordinance No. 08-05, being sections 56-3-56.1 through 56-3-67.1, as amended.

(Ord. of 4-9-2012, § 37-117)

Sec. 62-437. Copies of ordinance.

The city clerk shall provide for printed copies of the City of Detroit Wastewater Discharge Control Ordinance, City of Detroit Ordinance No. 08-05, being sections 56-3-56.1 through 56-3-67.1, as amended, and copies shall be available for inspection and for distribution to the public at all times at a fee to be set by council by resolution from time to time.

(Ord. of 4-9-2012, § 37-118)

Sec. 62-438. Amendments to provisions of City of Detroit Wastewater Discharge Control Ordinance.

- (a) Definitions. The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

City means the City of Detroit, unless the context specifically indicates it should mean or also mean the City of Romulus.

Significant industrial users [subsection (6)] shall read, "Is found by the City of Detroit or the City of Romulus..."

- (b) Section 56-3-59.1(d) *Dilution prohibited* shall read, "...or any requirement imposed by the City of Romulus, the City of Detroit, or by the State of Michigan."
- (c) Section 56-3-59.1(h) *City's right of revision* shall read, "The City of Detroit and the City of Romulus reserve the right.... These rules and regulations shall be adopted in accordance with the rule-making procedures section 2-111 of the 1997 Detroit City Charter and any applicable City of Romulus Charter and Ordinance provisions."
- (d) Section 56-3-59.1(j) *Notification requirements* shall read, "...Federal, State, City of Romulus, or City of Detroit laws, rules..."
- (e) Section 56-3-59.1(m) *Hazardous waste notification* shall read, "All industrial users, who discharge into the wastewater collection and treatment system which flows to the City of Detroit POTW, shall notify..."
- (f) Section 56-3-61.1(e) *Permit conditions* shall read, "...and user charges and fees established by the City of Detroit or the City of Romulus..."
- (g) Section 56-3-64.1. *Confidential information* shall additionally include, "Nothing in this section or otherwise in this article shall be construed as an assumption of liability by or a waiver of governmental immunity by the City of Romulus."
- (h) Section 56-3-65.1. *Statutes, laws, and regulations* shall read, "...organization of government other than the City of Detroit or the City of Romulus..."
- (i) Section 56-3-66.1(h)(2) shall read, "...In addition, the City of Detroit and, where applicable, the City of Romulus, may recover..."

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- (j) Section 56-3-66.1(h)(3) shall additionally include, "To the extent the City of Romulus is awarded costs, fees, and/or expenses pursuant to subsection (2) above, the City of Detroit shall collect and distribute the same to the City of Romulus."

(Ord. of 4-9-2012, § 37-119)

Sec. 62-439. Limitations on authority.

Nothing in this article shall be construed to limit the city's rights with respect to rate-making; collection of fees, charges, or expenses; any contractual rights pursuant to applicable contracts with the county for the North Huron Valley/Rouge Valley Sewer System or otherwise; or any other such rights, or shall otherwise be construed to delegate any authority to the City of Detroit not specifically set forth in the delegation agreement.

(Ord. of 4-9-2012, § 37-120)

Secs. 62-440—62-455. Reserved.

***ARTICLE VII. MEASURES FOR WATER CONSERVATION AND OTHER WATER USAGE
REGULATION***

Sec. 62-456. Intent.

The intent of this article is to promote community-wide water conservation; to provide the tools for the city to minimize increases in the rates of water and sewer customers within the city; and to otherwise promote the health, safety, and welfare of the city.

(Ord. of 12-8-2008(03), § 2(37-114))

Sec. 62-457. Automatic sprinkling and watering of commercial and industrial properties.

Automatic sprinkler usage and other watering of commercial and industrial properties are limited to times between the hours of 8:00 p.m. and 6:00 a.m.

(Ord. of 12-8-2008(03), § 2(37-115))

Sec. 62-458. Watering of residential properties.

The mayor is authorized to limit watering of residential properties to times between the hours of 8:00 p.m. and 6:00 a.m., as well as on an "every-other-day" basis, in such circumstances that the mayor deems call for reduction of community-wide water consumption.

(Ord. of 12-8-2008(03), § 2(37-116))

Sec. 62-459. Watering of city-owned common use areas.

The city's watering of city-owned common use areas is limited to times between the hours of 8:00 p.m. and 6:00 a.m.

(Ord. of 12-8-2008(03), § 2(37-117))

Sec. 62-460. Violations; penalties.

A first violation of the above-listed water use requirements shall result in the issuance of a written notice of violation; a second violation shall constitute a civil infraction, punishable by a fine not to exceed \$50.00; a third violation shall result in a civil infraction, punishable by a fine not to exceed \$100.00; a fourth or subsequent violation shall result in a civil infraction, punishable by a fine not to exceed \$200.00.

(Ord. of 12-8-2008(03), § 2(37-118))

Sec. 62-461. Public education.

The department of public works and/or other city department is empowered to commence a public education campaign regarding water use and conservation.

(Ord. of 12-8-2008(03), § 2(37-119))

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City of Romulus

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

Council Meeting Held: **June 10, 2024**

Item No. E.

General Description: Request to Amend Resolution # 23-155

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

City Council

John Barden, Mayor Pro Tem

Virginia Williams, Councilwoman

Tina Talley, Councilwoman

William Wadsworth, Councilman

Celeste Roscoe, Councilwoman

Kathleen Abdo, Councilwoman

Allen Wilson, Councilman



CITY COUNCIL AGENDA ITEM REQUEST FORM

Submitted to: Choose an ite

Date Submitted:

Submitted by:

Department:

Council Meeting of:

TITLE/DESCRIPTION OF ITEM

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ACTION REQUESTED

Contract/Agreement	☐	New/Amended Ordinance	☐
Bid/Piggyback	☐	Public Hearing Request	☐
Budget Amendment	☐	Resolution	☐
Board Appointment	☐	Rezoning	☐
Fee Waiver	☐	Special Meeting Request	☐
Other	☐	Special Land Use Request	☐

RECOMMENDED RESOLUTION/ACTION

--

City of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com

OFFICE USE ONLY

Approved for Council Agenda: ☐

AGENDA ITEM # .

**PLANNING DEPARTMENT
INTER-OFFICE MEMORANDUM**

DATE: May 8, 2024

TO: Ellen Craig-Bragg

FROM: Carol Maise, City Planner

SUBJECT: Board of Zoning Appeals (BZA) Re-appointments

The City Council approved the following re-appointments at their regular meeting on Monday, May 22, 2023.

Brian Lloyd – Three (3) year member
Julie Allison (Alternate) – Three (3) year member

When the request for re-appointment was made for three (3) year extensions the expiration date documented was June 30, 2025 instead of June 30, 2026. Per the *Rules of Procedures Board of Zoning Appeals City of Romulus Section 1*, members and alternate terms shall be 3 years. The Planning Department would like to request an amendment to resolution 23-155 to re-appoint Brian Lloyd to the Board of Zoning Appeals and Julie Allison as alternate to the Board of Zoning Appeals with terms to expire on June 30, 2026.

kh

cc: Mayor McCraight
Julie Wojtylko, Chief of Staff
Jill Lambert, Executive Aide, Office of the Mayor
Vanessa Toliver, Administrative Assistant, Office of the Mayor



CITY OF ROMULUS

RESOLUTION 23-155

At the regular meeting of the Romulus City Council of Romulus, Michigan, held on Monday, May 22, 2023, the following resolution was offered by Councilwoman **Tina Talley** and seconded by Councilwoman **Virginia Williams**

to concur with the recommendation of the Executive Advisory Committee and re-appoint Brian Lloyd to the Board of Zoning Appeals with a term to expire on June 30, 2025, and re-appoint Julie Allison as an alternate to the Board of Zoning Appeals with a term to also expire on June 30, 2025.

Roll Call Vote:

Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Williams

Nays – None

Absent/Excused - Webb

Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan, certify the foregoing to be a true copy of a resolution duly adopted by the Romulus City Council at a Regular Meeting held on the 22nd day of May 2023.

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



City of Romulus

Treasurer's Report

Council Meeting Held:

June 10, 2024

Item No. 7.

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Seconded by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Ayes: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Nays: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Abstain: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Public Comment

Council Meeting Held:

June 10, 2024

Item No. 8.

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Seconded by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Ayes: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Nays: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Abstain: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Unfinished Business

Council Meeting Held:

June 10, 2024

Item No. 9.

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Seconded by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Ayes: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Nays: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Abstain: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

New Business

Council Meeting Held:
Item No. 10.

June 10, 2024

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Seconded by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Ayes: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Nays: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Abstain: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Warrant

Council Meeting Held: **June 10, 2024**

Item No. **A.**

General Description: Approval of Warrant #: 24-11 for checks presented in the amount of \$1,267,078.99.

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

CITY OF ROMULUS WARRANT REGISTER SUMMARY

Council Meeting Date: June 10, 2024
Warrant Number: 24-11

TOTAL WARRANT REGISTER

1,267,078.99

P.O.#	CHECK #	PAYEE	AMOUNT

TOTAL DELETIONS

TOTAL ADJUSTED WARRANT (IF ANY DELETIONS)

REWARRANTED ITEMS: (not included in above totals)

P.O.#	CHECK #	PAYEE	AMOUNT

COUNCIL AUTHORIZATION

DATE

The obligations of transfer of funds described on the attached warrant register including the required interfund advances have been authorized by the Council. We hereby authorize the Treasurer of the City of Romulus to disburse funds as listed in payment thereof with the exception of deleted items listed above.

MAYOR

CLERK

6/5/2024

CHECK DISBURSEMENT REPORT FOR CITY OF ROMULUS

CHECK DATE FROM 05/23/24 - 06/05/24

Fund		Amount
Total for fund 101	General Fund	85,401.31
Total for fund 202	Major Street Fund	32,192.66
Total for fund 203	Local Street Fund	21,493.68
Total for fund 205	Public Safety Fund	211,365.30
Total for fund 211	Cable TV	7,667.00
Total for fund 225	Community Employee Activity Fund	1,150.00
Total for fund 226	Garbage & Rubbish Collection Fund	52.80
Total for fund 248	Downtown Development Authority	810.10
Total for fund 260	Michigan Indigent Defense Fund	8,486.00
Total for fund 261	911 Service Fund	7,758.97
Total for fund 271	Library Fund	13,479.02
Total for fund 592	Water & Sewer Fund	382,879.98
Total for fund 661	Motor Vehicle	85,367.16
Total for fund 664	Technology Services	10,920.00
Total for fund 676	Retiree's Ins. Benefits	130,981.17
Total for fund 701	Revolving Fund	2,825.00
Total for fund 704	Imprest Payroll Fund	264,248.84
TOTAL - ALL FUNDS		1,267,078.99

06/05/2024

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 05/22/2024 - 06/05/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank POOL POOLED CASH						
05/31/2024	POOL	85315	2822	GORNO FORD	PIGGYBACK MIDEAL CONTRACT #07B7700181 20	50,995.00
06/05/2024	POOL	1683(E)	0016	BLUE CROSS/BLUE SHIELD OF MICH	JUNE 2024 HEALTH INSURANCE	243,630.93
06/05/2024	POOL	1684(E)	2965	CLEAR RATE COMMUNICATIONS, INC.	ACCT# 4876633, 05/21/24 - 06/20/24	7,351.77
06/05/2024	POOL	1685(E)	0581	COMERICA COMM. CARD SERV.	J. WOJTYLKO COMERICA CARD PURCHASES FOR	420.00
					MIKE LASKASKA COMERICA CARD PURCHASES FO	174.00
					JEFF KEMP COMERICA CARD PURCHASES FOR MA	325.00
					KEN CHAPMAN COMERICA CARD PURCHASES FOR	1,807.58
					ROBERT PFANNES COMERICA CARD PURCHASES F	1,225.67
						<u>3,952.25</u>
06/05/2024	POOL	1686(E)	0012	DTE ENERGY	PUMP STATION - 16326 HARRISON 04/18/24 -	109.37
					7930 AMBER PUMP STATION 04/18/24 - 05/16	71.23
					MARY ANN BANKS (RESTROOM) - 37350 GODDAR	18.80
					37200 GODDARD-MARY ANN BANKS PARK - 04/1	37.21
					PAVILION DOWNTOWN DDA - 36095 GODDARD 04	22.43
						<u>259.04</u>
06/05/2024	POOL	1687(E)	0891	HOME DEPOT	23/24 BLANKET PO - HOME DEPOT - MISC. MA	183.20
					KINGSLEY HOUSE ROOF REPAIRS	48.93
					KINGSLEY HOUSE ROOF REPAIRS	16.31
					SOIL FOR SENIOR GARDENS	39.20
					23/24 BLANKET PO FOR MISC SUPPLIES - DPW	8.24
					23/24 BLANKET PO FOR MISC SUPPLIES - DPW	396.10
					23/24 BLANKET PO FOR MISC SUPPLIES - DPW	64.92
						<u>756.90</u>
06/05/2024	POOL	1688(E)	3034	MI. CONF. OF TEAMSTERS WELFARE FUND	MCTWF INSURANCE - JUNE 2024	150,972.55
06/05/2024	POOL	85316	2724	ACE CUTTING EQUIPMENT & SUPPLY, INC	23/24 BLANKET PO- WATER DEPT MISC PARTS	56.61
06/05/2024	POOL	85317	2942	AIRGAS, INC.	23/24 BLANKET PO- AIRGAS INC -FOR OXYGE	28.88
06/05/2024	POOL	85318	2804	AMAZON CAPITAL SERVICES	ADMISSION ASSESSMENT EXAM REVIEW	25.99
					LORD OF THE RINGS MOTION PICTURE TRILOGY	15.59
					SRP PRIZES	191.43
					TEEN MANGA	22.99
					TEEN DEMON SLAYER REPLACEMENT	8.73
					PARENTING BOOKS	26.41
					PARENTING BOOKS	87.73
					HOMESCHOOL REPLACEMENT	7.95
					KIDS WEANING BOOKS	25.74
					KIDS WEANING BOOKS	30.32
					KIDS ANIMAL BOOKS	62.67
					SCOTCH BOOK TAPE	117.80
					DAWN DISH SOAP, HAND SOAP	28.30
					NOTART STAMP AND EMBOSSER	53.89
					NOTARY STAMP AND EMBOSSER	53.89
					800 PCS BUTTON SUPPLIES	29.99
					NOTARY SEAL EMBOSSER AND INK	53.72
					KIDS HOLIDAY BOOKS	84.26
						<u>927.40</u>
06/05/2024	POOL	85319	4027	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES - BANKERS BOXES	23.30
					SAND VOLLEYBALL BOUNDARY LINES/MONTHLY P	39.94
					OFFICE SUPPLIES	60.39
					OFFICE SUPPLIES	82.90
					HAND PUMP SPRAYER FOR BUILDINGS AND PARK	273.93
					PILOT PEN REFILLS	4.46
					ADDING MACHINE ROLLS	16.95
					BATTLING HELMET SLUGGER PITCHING MACHINE	178.95
					OFFICE SUPPLIES	102.90
					MISC SUPPLIES	143.76
					PHONE HEADSET FOR WATER CLERK	29.99
					MIX ROAD PAINT	109.98
						<u>1,067.45</u>

06/05/2024

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 05/22/2024 - 06/05/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
06/05/2024	POOL	85320	0178	AMERI-TIME LLC	WASH UP OVERHAUL FOR WIDMER T-3 TIME REC	215.00
06/05/2024	POOL	85321	MISC	ANN SZLINIS	ANN SZLINIS - APRIL 2024 RETIREE HEALTHC	336.41
06/05/2024	POOL	85322	2903	APPLIED INNOVATION	INVERTED PO FY23/24 COPY CHARGES SENIOR	183.27
06/05/2024	POOL	85323	0554	AT&T	ACCT. 734 941-0666 375 3, MAY 22 - JUN 2	606.67
06/05/2024	POOL	85324	3649	AUTO VALUE OF ROMULUS	23/24 BLANKET PO FOR MISC MECHANIC PURCH	126.39
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	119.69
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	250.00
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	7.49
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	26.37
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	52.86
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	404.39
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	147.98
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	8.91
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	286.99
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	286.99
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	286.99
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	36.94
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	36.94
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	9.58
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	49.92
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	54.49
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	32.76
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	35.54
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	92.00
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	113.59
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	9.45
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	24.69
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	(50.00)
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	(136.90)
						2,314.05
06/05/2024	POOL	85325	1683	BAKER & TAYLOR	ACCOUNT # 251637 L154147 2 B00000	274.72
					ACCOUNT # 251637 L154147 2 B00000	188.46
					ACCOUNT # 251637 L154147 2 B00000	116.20
					ACCOUNT # 251637 L154147 2 B00000	134.07
					ACCOUNT # 251637 L154147 2 B00000	99.82
					ACCOUNT # 251637 L154147 2 B00000	279.70
					ACCOUNT # 251637 L154147 2 B00000	135.35
					ACCOUNT # 251637 L154147 2 B00000	107.93
					ACCOUNT # 251637 L154147 2 B00000	355.12
						1,691.37
06/05/2024	POOL	85326	0064	BOUND TREE MEDICAL LLC	23/24 BLANKET PO - MEDICAL SUPPLIES AND	187.16
					23/24 BLANKET PO - MEDICAL SUPPLIES AND	527.92
						715.08
06/05/2024	POOL	85327	4342	BOWLES BROTHERS SERVICES	BASEBALL FIELD DIRT	2,500.00
06/05/2024	POOL	85328	0026	BUCK'S OIL COMPANY INC	WASTE OIL TOTE PUMP OUT	125.00
06/05/2024	POOL	85329	3705	CABLING AND MORE	REMOVE/INSTALL DATA CABLE WIRING FOR DPW	19,900.00
06/05/2024	POOL	85330	MISC	CAITLIN VERSELE	REIMBURSEMENT HOMESCHOOL SELF-CARE SPA P	56.59
06/05/2024	POOL	85331	1270	CARLISLE WORTMAN ASSOCIATES	PARTIAL CWA INVOICE QUIKTRIP	168.75
					PARTIAL CWA INVOICE MAVERIK	33.75
					PARTIAL CWA INVOICE PLANNING	67.50
					PARTIAL CWA INVOICE BUILDING	140.00
					GLOBAL TRUCKING REPAIR APRIL 2024	1,285.00
					MOTOWN SPORTS CENTER APRIL 2024	885.00
					SAFEWAY OIL APRIL 2024	945.00
					WAYNE LUX VARIANCE APRIL 2024	67.50
					GENERAL CONSULTATION PQ PAYMENT APRIL 20	337.50
					GENERAL CONSULTATION PQ PAYMENT APRIL 20	67.50
					GENERAL CONSULTATION PQ PAYMENT APRIL 20	140.00
					QUICK TRIP APRIL 2024	202.50
					TEXT AMENDMENTS APRIL 2024	490.00
						4,830.00
06/05/2024	POOL	85332	MISC	CHRIS REYNA	PARK RENTAL DEPOSIT REFUND 5/22/24	25.00

06/05/2024

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 05/22/2024 - 06/05/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
06/05/2024	POOL	85333	0917	CITY OF WAYNE	36345 VAN BORN RD SW/WF APR 2024	6,922.92
06/05/2024	POOL	85334	MISC	COLUMBUS PATTERSON, JR.	CELL PHONE LOSS	160.00
06/05/2024	POOL	85335	1980	COMCAST	ACCT # 8529 10 214 0290387, UNIT COURTES	21.62
06/05/2024	POOL	85336	MISC	CONSTANCE AYRES	ANIMAL BOND SPAY / NEUTER REFUND 4/1/24	25.00
06/05/2024	POOL	85337	3386	CONSTELLATION NEWENERGY	CITY GAS BILLS 05/31/24	9,308.17
06/05/2024	POOL	85338	0572	CONTRACTORS CONNECTION	Inventory Order	323.80
06/05/2024	POOL	85339	MISC	D'SJONAUN HOCKENHULL	REIMBURSEMENT MEALS FOR IIMC ANNUAL CONF	52.65
06/05/2024	POOL	85340	MISC	DAVID ALLISON	MEALS WHILE AT MI FIRE INSPECTORS SOCIET	78.18
06/05/2024	POOL	85341	0584	DEMCO	ACRYLIC RACK 6 POCKET WALL MOUNT NEWSPAP VISTAFOIL LAMINATE 3 ROLLS 1 BUCK SLIP 2	302.10 137.35
						<u>439.45</u>
06/05/2024	POOL	85342	3209	DOUGLAS M DEAL	BD BOND REFUND 16395 HURON RIVER DR	1,275.00
06/05/2024	POOL	85343	3209	ELEANOR BENNETT	BD BOND REFUND 5946 DEXTER	1,300.00
06/05/2024	POOL	85344	3298	ELECTROCYCLE, INC	COMMUNITY SHRED DAY AND ELECTRONICS RECY	1,500.00
06/05/2024	POOL	85345	4358	EMMANUELA JANNARO	FACE PAINTING LIBRARY EVENT 6/18/24	300.00
06/05/2024	POOL	85346	3475	FERGUSON WATERWORKS #3386	METER STOCK & UPCOMING PROJECTS METER STOCK & UPCOMING PROJECTS ADAPTERS TO INCREASE TESTING PROCESSES	8,671.50 6,451.08 126.37
						<u>15,248.95</u>
06/05/2024	POOL	85347	2735	FIFER INVESTIGATIONS, LLC	NEW HIRE BACKGROUND NEW HIRE BACKGROUND INVESTIGATION	1,800.00 1,800.00
						<u>3,600.00</u>
06/05/2024	POOL	85348	4265	FLINT INST. OF SCIENCE AND HISTORY	WIZARDS, WANDS, AND POTIONS LIBRARY EVEN	250.00
06/05/2024	POOL	85349	2703	GALE/CENGAGE LEARNING	MAY WESTERN 2 PLAN	49.48
06/05/2024	POOL	85350	0875	GENERAL FUND	AFLAC MAY 2024 3% ADMIN FEE COLONIAL LIFE MAY 2024 2% ADMIN FEE	280.38 9.74
						<u>290.12</u>
06/05/2024	POOL	85351	0128	GIARMARCO, MULLINS, & HORTON, PC	ACCOUNT 70085-012B TREASURER OFFICE ACCOUNT 70085-072B SHEETZ II ACCOUNT 70085-045B MOTOWN SPORTS ACCOUNT 70085-056B SAVOY ENERGY ACCOUNT 70085-073B PARKS & REC APRIL 202	195.00 210.00 195.00 45.00 120.00
						<u>765.00</u>
06/05/2024	POOL	85352	0338	GRAINGER INC.	23/24 BLANKET PO - FOR MISCELLANEOUS PUR 23/24 BLANKET PO - FOR MISCELLANEOUS PUR 23/24 BLANKET PO - FOR MISCELLANEOUS PUR	49.20 109.09 (49.20)
						<u>109.09</u>
06/05/2024	POOL	85353	3264	GREAT LAKES WATER AUTHORITY	300-2451-S INDUSTRIAL WASTE CONTROL FOR ACCT # 100-2451-W WATER USAGE/FIXED CHAR	800.80 331,759.28
						<u>332,560.08</u>
06/05/2024	POOL	85354	4307	GRECO LAW PLLC	LEGAL SERVICES FOR MAY 2024	12,134.60
06/05/2024	POOL	85355	3209	GREGORY MITCHELL JR AND VICTORIA BE	BD BOND REFUND 6381 CORDELL	200.00
06/05/2024	POOL	85356	3511	H2OMETRICS	SOLE SOURCE - H2OMETRICS SUBSCRIPTION SE	5,000.00
06/05/2024	POOL	85357	2995	HALLAHAN & ASSOCIATES, P.C.	PROFESSIONAL SERVICES RENDERED THROUGH 5	251.94
06/05/2024	POOL	85358	0466	HENRY FORD COLLEGE	REIMBURSABLE TUITION FROM GRANT FUNDS	16,695.00
06/05/2024	POOL	85359	2789	HILLARD'S GLASS, INC.	SGT F-150 SIDE WINDOW GLAS	345.00
06/05/2024	POOL	85360	3209	HOME INSPECTION PLUS INC	BD Payment Refund 11317 MOORE	445.00
06/05/2024	POOL	85361	2567	J & B MEDICAL SUPPLY CO. INC	23/24 BLANKET PO - J&B MEDICAL - FIRE D	81.31
06/05/2024	POOL	85362	MISC	JEROME FRAYER	REIMBURSEMENT MILES TO MDA WORKSHOP CONF	217.23
06/05/2024	POOL	85363	MISC	JESSICA BREWER	REFUNDING BASEBALL FEE, BOTH KIDS ARE NO	130.00
06/05/2024	POOL	85364	MISC	JESSICA LEWIS	REFUNDING BASEBALL NO LONGER PLAYING	80.00
06/05/2024	POOL	85365	3820	K-M LAW PLLC	MIDC SERVICE HOURS ATTORNEY KRYSTAL-MARI	1,340.00
06/05/2024	POOL	85366	4261	KANOPY INC	VISTAFOIL LAMINATE 3 ROLLS 1 BUCK SLIP 2	70.55

06/05/2024

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 05/22/2024 - 06/05/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
06/05/2024	POOL	85367	MISC	KAREN TONER	BUSINESS OBJECTS TRAINING	53.58
06/05/2024	POOL	85368	MISC	KAREN TONER	BUSINESS OBJECTS TRAINING	53.58
06/05/2024	POOL	85369	MISC	KEN GLEASON	MOVED TO BASEBALL FROM FOOTBALL REFUNDIN	20.00
06/05/2024	POOL	85370	0078	KENNEDY INDUSTRIES, INC.	FARMS PUMP STATION	900.00
06/05/2024	POOL	85371	3072	KIMBALL MIDWEST	NEEDED SHOP SUPPLIES	341.58
06/05/2024	POOL	85372	MISC	LATRESA CLAY	PARK RENTAL DEPOSIT REFUND	25.00
06/05/2024	POOL	85373	3775	LAW OFFICE OF DANIEL A. BITAR, PLLC	MIDC PROGRAM SERVICE DANIEL BITAR	2,926.00
06/05/2024	POOL	85374	4119	LAW OFFICES OF JOSHUA L. HADLEY	MIDC PROGRAM SERVICE JOSHUA L. HADLEY	1,050.00
06/05/2024	POOL	85375	3777	LAW OFFICES OF SAMER N. JADALLAH	MIDC SERVICE HOURS ATTORNEY SAMER JADALL	1,280.00
06/05/2024	POOL	85376	0023	LIBERTY PLUMBING SUPPLY	23/24 BLANKET PO FOR WATER & SEWER MISC	124.67
					23/24 BLANKET PO FOR WATER & SEWER MISC	145.13
					23/24 BLANKET PO FOR WATER & SEWER MISC	8.13
						<u>277.93</u>
06/05/2024	POOL	85377	0120	LIBRARY DESIGN ASSOCIATES, INC.	1ST PARTIAL INVOICE CAPITAL OUTLAY	1,515.00
06/05/2024	POOL	85378	MISC	LISA HUNT	SENIOR CENTER REFUND ROOM RENTAL 6/2/24	100.00
06/05/2024	POOL	85379	0212	LOWER HURON CHEM & SUPPLY CO., INC.	REPLACEMENT FOR BROKEN DISPENSERS	147.66
06/05/2024	POOL	85380	1680	LUSTER CLEANERS, INC	ELECTION VESTS CLEANED	322.50
06/05/2024	POOL	85381	MISC	MAMIE PRYOR	SENIOR CENTER REFUND ROOM RENTAL 5/18/24	100.00
06/05/2024	POOL	85382	MISC	MARY-KATE GREENWELL	ANIMAL BOND SPAY / NEUTER REFUND 5/1/24	25.00
06/05/2024	POOL	85383	2666	MAURER'S TEXTILE RENTAL SERVICES	23/24 INVERTED PO FOR EMPLOYEE UNIFORM E	135.49
					23/24 INVERTED PO FOR EMPLOYEE UNIFORM E	30.91
					23/24 INVERTED PO FOR EMPLOYEE UNIFORM E	27.50
					23/24 INVERTED PO FOR EMPLOYEE UNIFORM E	1.57
					23/24 INVERTED PO FOR EMPLOYEE UNIFORM E	135.49
					23/24 INVERTED PO FOR EMPLOYEE UNIFORM E	30.91
					23/24 INVERTED PO FOR EMPLOYEE UNIFORM E	27.50
					23/24 INVERTED PO FOR EMPLOYEE UNIFORM E	1.57
					23/24 INVERTED PO - ITB 21/22-17 UNIFORM	26.54
					23/24 INVERTED PO - ITB 21/22-17 UNIFORM	26.54
					23/24 INVERTED PO - ITB 21/22-17 UNIFORM	26.54
					23/24 INVERTED PO - ITB 21/22-17 UNIFORM	26.54
						<u>497.10</u>
06/05/2024	POOL	85384	0006	MCDONALD, ARTHUR	UB refund for account: 003113	92.37
06/05/2024	POOL	85385	4360	MERMAID MOLLY ENTERTAINMENT LLC	MOANA EVENT AT LIBRARY 7/30/24	250.00
06/05/2024	POOL	85386	3859	MERRITT CIESLAK DESIGN	DESIGN & PERMIT DRAWINGS	1,935.00
					ADULT AREA AND VESTIBULE RENOVATIONS	1,687.50
						<u>3,622.50</u>
06/05/2024	POOL	85387	0088	MESSENGER PRINTING SERVICE INC.	EARLY VOTING POSTCARDS TO ALL HOUSEHOLDS	1,208.63
					BUSINESS CARDS	69.50
						<u>1,278.13</u>
06/05/2024	POOL	85388	3036	MICHIGAN CUSTOM APPAREL	PRESS MAROON NUMBERS ON SHIRTS	202.00
06/05/2024	POOL	85389	4349	MICHIGAN PET ALLIANCE	ANIMAL SHELTER MPA DUES	225.00
06/05/2024	POOL	85390	0427	MIDWEST TAPE	CUSTOMER # 2000005771 BOOKS	354.66
					CUSTOMER # 2000005771 BOOKS	46.48
						<u>401.14</u>
06/05/2024	POOL	85391	4318	MOBILE COMMUNICATION AMERICA INC	23/24 INVERTED PO FOR PATROL RADIO INSTA	3,508.97
06/05/2024	POOL	85392	MISC	MONIQUE TALLEY	CLEMIS BUSINESS OBJECTS ADVANCED TRAININ	54.23
06/05/2024	POOL	85393	2619	MOTOROLA SOLUTIONS, INC.	PIGGYBACK ON MIDEAL CONTRACT#19000000154	172,067.00
06/05/2024	POOL	85394	4253	NAT SPINZ	LIBRARY EVENT HULA HOOPS, SPINNING, DANC	250.00
06/05/2024	POOL	85395	0442	NORTHSIDE TRUE VALUE HARDWARE	23/24 BLANKET PO FOR MISC BUILDING MAINT	137.94
06/05/2024	POOL	85396	3041	NORTHSTAR MAT SERVICES, INC.	ACCOUNT # 1862-11121	68.15
06/05/2024	POOL	85397	3917	NYE UNIFORM CO	ITB 20/21-06 INVERTED FIREFIGHTER UNIFOR	77.02
					ITB 20/21-06 INVERTED FIREFIGHTER UNIFOR	145.52
					ITB 20/21-06 INVERTED FIREFIGHTER UNIFOR	850.00
						<u>1,072.54</u>
06/05/2024	POOL	85398	3035	O'REILLY AUTO PARTS	23/24 BLANKET PO FOR MISC AUTO PARTS - M	53.99

06/05/2024

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 05/22/2024 - 06/05/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
06/05/2024	POOL	85399	0765	OAKLAND COMMUNITY COLLEGE	CRIMINAL LAW FOR PUBLIC SAFETY DISPATCH	450.00
06/05/2024	POOL	85400	4316	OCCMED CONNECT	RETURN TO WORK EXAMINATIONS	112.00
06/05/2024	POOL	85401	0736	ORCHARD, HILTZ & MCCLIMENT	PREAPP ECORSE & MERRIMAN GAS STATION THR	500.00
					PREAPP ECORSE & MERRIMAN GAS STATION THR	227.00
					ESCROW CITY WORKS 62440 KADE PROPERTIES	400.00
					ESCROW CITY WORKS 62442 DTE REMOTE VALVE	2,280.00
					ESCROW CITY WORKS 62441 FEDEX DISTRIBUTI	5,079.00
					ESCROW CITY WORKS 62439 SHEETZ	10,259.00
					GLOBAL TRUCKING MAY 2024	1,008.00
					WAYNE LUX ESTATES TOWNHOUSES MAY 2024	490.00
					SAFEWAY OIL SERVICE MAY 2024	483.50
					MOTOWN SPORTS MAY 2024	8,277.75
					QUICK TRIP MAY 2024	1,129.75
					NORTHPOINT PHASE II	1,440.00
					ROMULUS DEVELOPMENT LLC MAY 2024	956.00
					TESLA MAY 2024	620.00
						<u>33,150.00</u>
06/05/2024	POOL	85402	0266	OSBORNE CONCRETE COMPANY INC.	23/24 BLANKET PO FOR MISC.CONCRETE PURCH	1,046.00
06/05/2024	POOL	85403	0388	P.K. CONTRACTING INC.	ITB - 22/23-26 PAVEMENT MARKINGS	38,716.56
06/05/2024	POOL	85404	MISC	PAMELA PENN	PARK RENTAL DEPOSIT REFUND	25.00
06/05/2024	POOL	85405	0984	PARKWAY SERVICES, INC.	HISTORICAL PARK HC PORTAJOHNS 5/20/24-6/1	200.00
					PORTA POTTY SERVICES FOR ST. JOHN'S LODG	130.00
					PORTA POTTY SERVICES FOR ST. JOHN'S LODG	130.00
					PORTA POTTY SERVICES FOR ST. JOHN'S LODG	130.00
					PORTA POTTY SERVICES FOR ST. JOHN'S LODG	130.00
						<u>720.00</u>
06/05/2024	POOL	85406	4029	PLUNKETT COONEY, PC	FRANCIS ROMEO VS. CITY OF ROMULUS	444.00
06/05/2024	POOL	85407	3636	POWERDMS, INC	CLOUD BASE SOFTWARE SERVICE FOR POLICE	7,122.37
06/05/2024	POOL	85408	3959	PRETTY FACE CLEANING SERVICES	GROWTH WORKS CLEANING -REIMBURSED THROUG	200.00
					GROWTH WORKS CLEANING -REIMBURSED THROUG	100.00
					11189 SHOOK RD CLEANING- FY23/24	150.00
						<u>450.00</u>
06/05/2024	POOL	85409	3867	QUADIENT INC	INSERT FEEDERS - STANDARD MAINTENANCE	195.00
06/05/2024	POOL	85410	0172	R&R FIRE TRUCK REPAIR	FIRE ENGINE -1 KUSSMUAL CHARGER REPLACEM	2,352.46
06/05/2024	POOL	85411	MISC	ROLANDA CLARK	SENIOR CENTER REFUND ROOM RENTAL 6/1/24	100.00
06/05/2024	POOL	85412	3864	SHI INTERNATIONAL CORP	PIGGYBACK OMNIA PARTNERS EXCHANGE ON-PRE	10,920.00
06/05/2024	POOL	85413	3911	SITE ONE LANDSCAPE SUPPLY	23/24 BLANKET PO - PARTS AND SUPPLIES	25.25
06/05/2024	POOL	85414	4040	STAPLES	OFFICE SUPPLIES	80.56
06/05/2024	POOL	85415	4332	STRATEGY BUILDING SERVICES LLC	PREP AND PAINT WALLS AT 37135 & 36542 GO	5,059.40
06/05/2024	POOL	85416	4254	TAYLOR H2O WORX LLC	REPAIR AND TEST STOPPED METERS - COMMERC	1,128.42
06/05/2024	POOL	85417	0690	TEL SYSTEMS	RFP 20/21-04 EXTENSION COUNCIL CHAMBER V	7,523.00
06/05/2024	POOL	85418	3057	THE ACCUMED GROUP	MAY 2024 EMS/FIRE SERVICES	6,278.44
06/05/2024	POOL	85419	1739	THE LIBRARY NETWORK	ACCOUNT # ROMS #22	214.00
					ACCOUNT # ROMS #22	339.44
						<u>553.44</u>
06/05/2024	POOL	85420	3780	THE NUNLEY LAW GROUP, PLLC	MIDC SERVICE HOURS FOR ROYCE NUNLEY	1,890.00
06/05/2024	POOL	85421	3319	THE STORYTELLERS	LIBRARY EVENT SUMMER READING PROGRAM	450.00
06/05/2024	POOL	85422	4025	TIME TO PLAY LLC	BOUNCE HOUSES, ROCK WALL, LIBRARY EVENT	1,664.80
06/05/2024	POOL	85423	0654	WEST SHORE SERVICES, INC.	COMMANDERONE ANNUAL SUBSCRIPTION 6/26/24	4,250.00
06/05/2024	POOL	85424	0601	WEX BANK	INVERTED PO FY 23/24 ACCT 0462-00-398910	20,839.72
06/05/2024	POOL	85425	MISC	WILLIAM D. CALLOWAY	JUNETEENTH ENTERTAINMENT 6/22/24	750.00
06/05/2024	POOL	85426	4337	WILLIAMS EMERGENCY VEHICLES & EQUIP	UPFITTING R22-23 - INSURANCE CLAIM COVER	7,919.92
06/05/2024	POOL	85427	4340	WINTER EQUIPMENT COMPANY INC.	ITB 22/23-17 UNDERSBODY SCRAPER BLADES F	14,778.40
06/05/2024	POOL	85428	MISC	YAVIER PRIESTER	SENIOR CENTER REFUND ROOM RENTAL 5/25/24	100.00
POOL TOTALS:						1,267,078.99
Total of 120 Checks:						0.00
Less 0 Void Checks:						<u>1,267,078.99</u>
Total of 120 Disbursements:						

WEX/Speedway City Fleet Gas Distribution by Function month ending 05/31/2024

Department	Transactions	Total Amount	Total Fuel L	Rebate	Total Invoice
ANIMAL CONTROL	3	186.58	60.13		
Building Dept	13	479.76	159.2		
CITY HALL	10	499.28	169.87		
DPW	138	6556.86	2147.33		
FIRE	69	4460.51	1467.01		
Mayor's Office	3	137.63	45.97		
ORDINANCE	5	194.5	63.88		
POLICE	331	8321.28	2689.74		
Recreation	1	74.54	26.29		
SENIORS	15	691.59	233.28		
	588	\$21,602.53	7062.7	\$762.81	<u>\$20,839.72</u>

City Hall includes employees without a defined department.

5 Transactions Kevin Krause, 1 Gary Harris, 1 Tracy Leininger, 1 Jerry Frayer, 1 Roger Kadau, & 1 Dawn Taylor

DTE	24-Feb	24-Mar	24-Apr
CITY HALL - 11111 Wayne	\$3,283.44	3382.33	3447.24
COURT BUILDING - 11131 Wayne	\$2,326.42	2396.49	2442.48
LIBRARY - 11121 Wayne	\$1,031.03	1062.08	1082.46
New Court - 11129 Wayne	\$4,449.98	4584.01	4671.98
Total for all municipal complex:	\$11,090.87	\$11,424.91	\$11,644.16

Constellation Energy charges		Amount due
34th District Court	11131 WAYNE ROAD	241.88
34th District Court	11131 WAYNE ROAD	41.22
Fire Sta#3	6900 WAYNE RD	87.13
Fire Sta#4	28777 EUREKA RD	413.55
Senior Ctr.	36525 BIBBINS ST	614.42
Police Dept.	11165 OLIVE ST	1594.47
City Hall	11111 WAYNE RD	819.48
Fire Sta#2	7221 MIDDLEBELT RD	73.34
Library	11121 WAYNE RD	905.29
RAC	35765 NORTHLINE RD	12181.22
D.P.W.	12600 WAYNE RD	2351.48
Occupant-West Shore Fire	37230 NORTHLINE RD	44.59
Cemetery	10210 Shook Road	17.66
Occupant-Big Steve's Designz	35257 GODDARD RD	274.05
Animal Shelt.	12300 WAYNE RD	193.07
Hist. PK. School	11120 HUNT ST	50.82
Kingsley H.	11147 HUNT ST	92.51
DDA/Chamber	11189 SHOOK RD	116
New 34th District	11129 Wayne Road	1377.21
		21489.39
	Total minus RAC	<u>9308.17</u>



City of Romulus

Communication

Council Meeting Held:
Item No. 12

June 10, 2024

Councilperson Abdo: _____

Councilperson Barden: _____

Councilperson Roscoe: _____

Councilperson Talley: _____

Councilperson Wadsworth: _____

Councilperson Williams: _____

Councilperson Wilson: _____



City of Romulus

Adjournment

Council Meeting Held:

June 10, 2024

Item No. 13

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Seconded by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Ayes: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Nays: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Abstain: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED