



**CITY OF ROMULUS – CITY COUNCIL
REGULAR MEETING AGENDA
June 24, 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 10, 2024, at 7:30 p.m.
- B. Approval of the Minutes from the Special Meeting - Public Hearing held on Monday, June 10, 2024, at 6:45 p.m. to provide public input on the proposed vacation of Harriet Ave. & Harrison Ave. and the associated east-west & north-south alleys located between said streets.
For the Record: No quorum was present for the Special Meeting - Study Session scheduled for Monday, June 10, 2024, at 6:00 p.m.

3. Petitioner

- A. **Petitioner:** Jennifer Madison **Petition:** Approval of Block Party & Road Closure for Thursday, July 4, 2024 To approve the Block Party Petition for Thursday, July 4, 2024, from 3:00 p.m. to 10:30 p.m. and the closing of Hearst Ave. at Dexter St. to the property line of 6225 Chamberlain and the closing of Horace Jackson St. at Martin Pl. to the property line of 6318 Horace Jackson St. with access granted for emergency vehicles for the stated event.

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. Resolution Regarding the Ground Emergency Medical Transportation Program in Michigan
- B. Piggyback on Kodiak Contract AM10-23 Chevy 2168 Super Warrior III G4500 Ambulance
- C. Sole Source Agreement ESRI Software and Maintenance
- D. Piggyback on MiDeal Contract for Dell PowerEdge R450 Server
- E. Wayne Road Sidewalk Contract with State of Michigan
- F. Piggyback on Sourcewell Contract for Vermeer D10 Bore Machine
- G. Request to approve change order #1 for MEDC Sidewalk Contract - ITB 23/24-02
- H. ITB 23/24-05 Veteran's Memorial Reconstruction
- I. Professional Services Contract for Phase One - Police Department Renovations and Contruction
- J. Piggyback on MiDeal Contract for the Purchase of Practice Ammunition for the Police Department
- K. Sole Source Purchase Vector Solutions' Guardian Tracking Software
- L. Sole Source Purchase - Axon Tasers for Police Department
- M. Introduction of Budget Amendment 23/24-20

N. Introduction of Budget Amendment 23/24-21

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

A. Second Reading and Final Adoption to TA-2023-001: Zoning Text Amendment (Single-Family Residential)

B. Request for Special Meeting - Study Session on Monday, July 8, 2024, at 6:45 p.m.

C. Request for Special Meeting - Public Hearing on Monday, July 22, 2024

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. Notice of Water & Sewer Rate Changes

F. Approval of the 2024 Honorary Street Sign Dedication Applications

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 #: 24-12 for checks presented in the amount of \$1,592,731.99

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 24, 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 24, 2024**

Item No. A.

General Description: Approval of Minutes from the Regular Meeting held on Monday, June 10, 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 10, 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, Tina Talley, Virginia Williams, Allen Wilson

Absent / Excused: Celeste Roscoe, William Wadsworth

Administrative Officials in Attendance:

Robert McCraight, Mayor

Ellen L. Craig-Bragg, Clerk

Stacy Paige, Treasurer

Administrative Staff in Attendance:

D'Sjonaun Hockenhull - Deputy Clerk; Stephen Hitchcock - City Attorney; Kevin Krause - Director of Community Development & Safety; Jeffrey Kemp - Director of Building & Zoning; Maria Farris - Finance Director; Gary Harris - Asst. Finance Director; Roger Salwa - Police Captain

1. Agenda

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

Roll Call Vote: Ayes – Kathy Abdo, John Barden, Tina Talley, Virginia Williams, Allen Wilson

Nays - None

Motion Carried Unanimously

2. Minutes

- A. **Res. #24-157** Moved by **Tina Talley**, seconded by **Kathy Abdo** to approve the Minutes from the Regular Meeting held on Monday, June 3, 2024, at 7:30 p.m.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Tina Talley, Virginia Williams, Allen Wilson

Nays - None

Motion Carried Unanimously.

- B. **No quorum was present for the Special Meeting - Study Session scheduled for Monday, June 3, 2024, at 6:30 p.m.**

3. Petitioner – None

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

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

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Tina Talley, Virginia Williams, Allen Wilson

Nays - None

Motion Carried Unanimously.

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

- A. Res. #24-158** Moved by **Tina Talley**, seconded by **Kathy Abdo** 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.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Tina Talley, Virginia Williams, Allen Wilson
Nays - None

Motion Carried Unanimously.

- B. Res. #24-159** Moved by **Tina Talley**, seconded by **Kathy Abdo** to concur with the Administration and consent to piggyback on MiDeal Contract #071B770181 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.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Tina Talley, Virginia Williams, Allen Wilson
Nays - None

Motion Carried Unanimously.

- C. Res. #24-160** Moved by **Tina Talley**, seconded by **Virginia Williams** 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.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Tina Talley, Virginia Williams, Allen Wilson
Nays - None

Motion Carried Unanimously.

- D. Res. #24-161** Moved by **Kathy Abdo**, seconded by **Tina Talley** to concur with the Administration and award Bid ITB 23/24-15 to Williams Emergency Vehicles & Equipment for the unfitting of new 2024/2025 police vehicles in the amount of \$18,886.65 per vehicle with pricing approved through June 30, 2025.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Tina Talley, Virginia Williams, Allen Wilson
Nays - None

Motion Carried Unanimously.

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

- A. Res. #24-162** Moved by **Tina Talley**, seconded by **Kathy Abdo** to approve the Second Reading & Final Adoption of 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 - Kathy Abdo, John Barden, Tina Talley, Virginia Williams, Allen Wilson
Nays - None

Motion Carried Unanimously.

- B. Res. #24-163** Moved by **Tina Talley**, seconded by **Kathy Abdo** to concur with the recommendation of the Executive Advisory Committee and appoint DeAndre Green to the Romulus Board of Zoning Appeals with a term to expire on June 30, 2027.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Tina Talley, Virginia Williams, Allen Wilson
Nays - None

Motion Carried Unanimously.

- C. **Res. #24-164** Moved by **Kathy Abdo**, seconded by **Allen Wilson** to concur with the recommendation of the Planning Commission and approve the First Reading and Introduction 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, of the City of Romulus Zoning Ordinances.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Tina Talley, Virginia Williams, Allen Wilson

Nays - None

Motion Carried Unanimously.

- D. Moved by **Tina Talley**, seconded by **John Barden** to concur with the recommendation of the City Attorney and Finance Department and approve the First Reading & Introduction to amendments to Chapter 62 - Water & Sewer System, Article IV - Combined Systems, Sections 62-357 through 62-369, of the City of Romulus Code of Ordinances.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Tina Talley

Nays - Virginia Williams, Allen Wilson

Motion Failed.

- E. **Res. #24-165** Moved by **Tina Talley**, seconded by **Virginia Williams** to concur with Carol Maise, City Planner, and amend 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, per the Rules of Procedures Board of Zoning Appeals City of Romulus Section 1.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Tina Talley, Virginia Williams, Allen Wilson

Nays - None

Motion Carried Unanimously.

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

8. **Public Comment**

Teresa Patton, candidate for 34th District Court Judge, addressed the City Council to introduce herself.

DeArtriss Richardson-Coleman, candidate for State Representative District #26, addressed the City Council to introduce herself.

John Larkin, candidate for Wayne County Circuit Court Judge, addressed the City Council to introduce himself.

A resident addressed the City Council regarding the proposed amendments to the Water & Sewer Ordinance.

9. **Unfinished Business**

Mayor McCraight responded to statements made under public comment.

Councilperson Williams requested an update on parking signs on Dexter St.

10. **New Business – None**

11. **Warrant**

- A. **Res. #24-166** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve Warrant #: 24-11 for checks presented in the amount of \$1,267,078.99.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Tina Talley, Virginia Williams, Allen Wilson

Nays - None

Motion Carried Unanimously.

12. Communication

Councilperson Talley commended a Romulus High School Graduate on his accomplishments.
Councilperson Williams requested prayers for the Warren Family and reminded residents of the Forgotten Harvest Program.
Councilperson Wilson commented on an email from a former city employee.

13. Adjournment

Moved by **Kathy Abdo**, seconded by **Allen Wilson** to adjourn the meeting at 9:09 p.m.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Tina Talley, Virginia Williams, Allen 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 10, 2024.



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



City of Romulus

Minutes

Council Meeting Held: **June 24, 2024**

Item No. B.

General Description: Approval of the Minutes from the Special Meeting - Public Hearing held on Monday, June 10, 2024, at 6:45 p.m. to provide public input on the proposed vacation of Harriet Ave. & Harrison Ave. and the associated east-west & north-south alleys located between said streets.

For the Record: No quorum was present for the Special Meeting - Study Session scheduled for Monday, June 10, 2024, at 6:00 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 ROMULUS CITY COUNCIL SPECIAL MEETING – PUBLIC HEARING
June 10, 2024

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

1. Roll Call

Mayor Pro Tem John Barden called the meeting to order at 7:01 p.m.

Present: John Barden, Tina Talley, Virginia Williams, Allen Wilson

Absent / Excused: Kathy Abdo, Celeste Roscoe, William Wadsworth

Administrative Officials in Attendance:

Robert McCraight, Mayor

Ellen L. Craig-Bragg, Clerk

Administrative Staff in Attendance:

D'Sjonaun Hockenhull - Deputy Clerk; Stephen Hitchcock - City Attorney; Kevin Krause - Director of Community Development & Safety; Jeffrey Kemp - Director of Building & Zoning

2. Moved by Tina Talley, seconded by Virginia Williams to accept the Special Meeting - Public Hearing Agenda as presented.

Roll Call Vote: Ayes - John Barden, Tina Talley, Virginia Williams, Allen Wilson

Nays - None

Motion Carried Unanimously.

3. Public Hearing Discussion: Proposed Vacation of Harrison & Harriet Avenue and associated alleys

Jeffrey Kemp, Director of Building & Zoning, briefed the City Council on the current status of the property owned by the petitioner, William Pritula.

Mark Chiesa, attorney for the petitioner, informed the Council that the intention of his client was just to bring the existing lots into compliance with the Zoning Ordinance.

James Pitman of 7020 Harriet Ave. objected to the complete vacation of Harriet Avenue and the east-west alley. He recommended and was agreeable to the partial vacation of Harriet Avenue up to Lots 83 and 126.

The City Attorney mentioned that Council could vacate the entirety of Harrison Ave. & partially vacate Harriet Ave. up to Lots 83 and 126 without vacating the east-west alley, north of Ecorse Road; however, an amended petition would need to be submitted by the petitioner.

Ricky Christian of 28436 Ecorse Rd. requested clarity on the amended proposed vacation.

Jeffrey Tuszynski of 28456 Ecorse Rd. objected to the petition as originally submitted.

Director Kemp indicated that if Harriet Avenue is vacated up to Newcastle Ave. then the petitioner's property will be in compliance with the Zoning Ordinance.

The Council recommended that the petitioner restart the vacation process by submitting an amended petition as agreed to by the impacted property owners, City Attorney, and Director of Building & Zoning.

4. Public Comment – None

5. Moved by Tina Talley, seconded by Allen Wilson to adjourn the Special Meeting - Public Hearing at 7:26 p.m.

Roll Call Vote: Ayes - John Barden, Tina Talley, Virginia Williams, Allen 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 Special Meeting – Public Hearing of the Romulus City Council held on June 10, 2024.

A handwritten signature in black ink, reading "Ellen L. Craig-Bragg". The signature is written in a cursive, flowing style.

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



City of Romulus

Petitioner

Council Meeting Held: **June 24, 2024**

Item No. A.

General Description: **Petitioner:** Jennifer Madison **Petition:** Approval of Block Party & Road Closure for Thursday, July 4, 2024

To approve the Block Party Petition for Thursday, July 4, 2024, from 3:00 p.m. to 10:30 p.m. and the closing of Hearst Ave. at Dexter St. to the property line of 6225 Chamberlain and the closing of Horace Jackson St. at Martin Pl. to the property line of 6318 Horace Jackson St. with access granted for emergency vehicles for the stated event.

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



MEMORANDUM

To: Honorable City Council

From: Ellen L. Craig-Bragg, City Clerk

Cc: D'Sjonaun Hockenhull, Deputy City Clerk

Date: June 25, 2024

Re: Block Party Petition – Brandie Whalin

On June 10, 2024, the Clerk's Office received a Block Party Petition Request by petitioner Jennifer Madison, with the signatures of the property owners affected by the request. The petition was forwarded to the Assessing, Police/Ordinance, Public Works, and Fire Departments for their input and/or objections.

The above departments raised no objections.

The recommendation is to approve the Block Party Petition for Thursday, July 4, 2024, from 3:00 p.m. to 10:30 p.m. and the closing of Hearst Ave. at Dexter St. to the property line of 6225 Chamberlain and the closing of Horace Jackson St. at Martin Pl. to the property line of 6318 Horace Jackson St. with access granted for emergency vehicles for the stated event.

From: [Mullins, Sean](#)
To: [Craig-Bragg, Ellen](#); [Hockenhull, D'Sjonaun](#)
Subject: FW: Online Form Submittal: Block Party Application
Date: Tuesday, June 11, 2024 8:23:30 AM

From: noreply@civicplus.com [mailto:noreply@civicplus.com]
Sent: Monday, June 10, 2024 9:23 AM
To: Clerk Mailbox <Clerk.Mailbox@romulusgov.com>
Subject: Online Form Submittal: Block Party Application

Block Party Application

Applicant's Name	Jennifer Madison
Are you a resident of Romulus?	Yes
Applicant's Mailing Address	6220 Dexter St
City	Romulus
State	MI
Zip Code	48174
Phone Number	[REDACTED]
Email Address	[REDACTED]
Name of Event	July 4th Annual Block Party
Date of Event	7/4/2024
Event Time (Start to Close)	3:00pm - 10:30pm
Location of Event	Boice Parkway - Dexter St/Hearst Ave and Martin Pl/Horace Jackson St
Details of Event	Local Romulus Community Outdoor Gathering, Music, Food, Kids Activities and Fireworks
Are you requesting a street closure?	Yes
If yes, please list the the	Hearst Ave and Horace Jackson St

streets you are requesting
to be closed

Instructions for Uploading Documents

Applicant(s) must upload a copy of their Driver's License and a copy of the
Event's Flyer or Postcard

Upload	Block Party 7.4.2024 Council Petition Documents.pdf
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Do you need barricades from DPW?	Yes
-------------------------------------	-----

Will the event block access to emergency services?	No
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DISCLAIMER

Please review the link to the Block Party Petition Form.

The circulator of the petition must gather at least 51% of the property owners
affected by the block party/event.

Before the request is submitted to Council for consideration, the City Clerk's
Office will forward the request to respective departments for approval and input.

Required Form	Block Party Petition Form
---------------	---

Electronic Signature Agreement	I agree.
-----------------------------------	----------

Electronic Signature	Jennifer E. Madison
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Date Signed	6/10/2024
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Email not displaying correctly? [View it in your browser.](#)

July 4th Annual Block Party

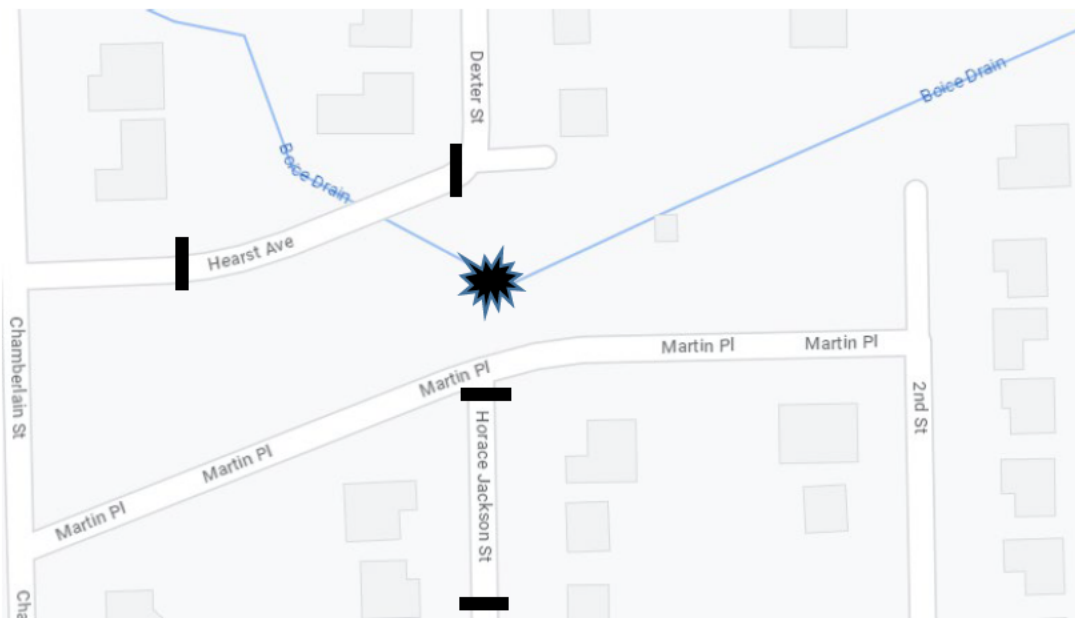
As is tradition we will be hosting festivities on the 4th of July

What to expect: Friends, Family, Community, Music, Food and Beverages, Kids Activities and for the Grand Finale...the Fireworks Show

Date: Thursday, July 4th, 2024

Time: 3:00pm to 10:30pm

Location: Dexter/Hearst/Martin Pl, Boice Parkway and surrounding neighbors, Romulus MI



Legend:

Street Blockage

Fireworks:



Fireworks Safety:

- grass area is wet down prior to lighting, if dry
- fireworks are secured to platforms or weighted, electronic ignition
- 5 gallon buckets of water positioned in proximity location for extinguishing
- garden hoses from nearby homes, prepped for emergency use
- all heat sources extinguished following the show and responsibly disposed of the following morning

Assessor Use Only
Number of Properties Affected:
Number of Signatures Required:

BLOCK PARTY PETITION

We, the undersigned of the 6300 block(s) of Dexter between
Number Street

6301 Dexter and 6366 Dexter request the closing of our street in the
Street Street

City of Romulus on July 4 from _____ am/pm to _____ am/pm.
Date Time Time

ADDRESS

MUST PRINT NAME

SIGNATURE

6304 Dexter St

Kon Nettles

Kon Nettles

6305 Dexter St

Gekia Lee

Gekia Lee

6326 Dexter St

TERRANCE BASTLEY

TERRANCE BASTLEY

6307 Dexter St

DE-ETTA TODD

De-ETTA Todd

6318 Dexter St

Nicholas Howard

N. Howard

6321 Dexter St

Barbara Sanders

Barbara Sanders

6358 Dexter St

Mervyn Nono

Mervyn Nono

6327

DEXTER ST

TOM

MAYCOCK

6334 Dexter St

Lamont Washington

6330

DEXTER ST

SAMUEL WADE

Samuel Wade

SIGNATURE OF CIRCULATOR: J. J. W. W.

ADDRESS: 6301 DEXTER

PHONE NUMBER: 734-812-6339

EMAIL: _____

(Please use back of this form for additional signatures.)

Completed petition must be submitted with copy of application and flyer to the Office of the Clerk by the Monday the week prior to the next scheduled City Council Meeting.

OFFICE USE ONLY

Rec'd on: _____	Approved _____
Assessor verified on: _____	Y _____ N _____
Sent to RPD: _____	Y _____ N _____
Sent to RFD: _____	Y _____ N _____
Sent to DPW: _____	Y _____ N _____

Assessor Use Only
Number of Properties Affected:
Number of Signatures Required:

BLOCK PARTY PETITION

We, the undersigned of the 6220 block(s) of Dexter St between
Number Street

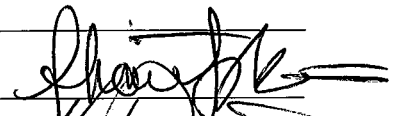
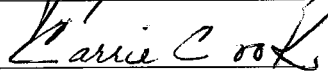
Herst and Dexter request the closing of our street in the
Street Street

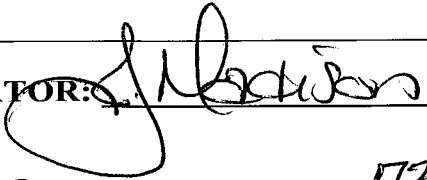
City of Romulus on July 4, 2024 from 11 AM am/pm to 10:30 p am/pm.
Date Time Time

ADDRESS

MUST PRINT NAME

SIGNATURE

6231 Dexter St	Sharita James	
6178 Dexter St	Kenyatta Davis	
6229 Dexter St	Alexia Alexander	
6225 Chamberlain	Carrie Cook	

SIGNATURE OF CIRCULATOR: 

ADDRESS: 6220 Dexter PHONE NUMBER: 734 355 3788

EMAIL: MacksonJenn@Comcast.net

(Please use back of this form for additional signatures.)

Completed petition must be submitted with copy of application and flyer to the Office of the Clerk by the Monday the week prior to the next scheduled City Council Meeting.

OFFICE USE ONLY

Rec'd on: _____	Approved
Assessor verified on: _____	Y___ N___
Sent to RPD: _____	Y___ N___
Sent to RFD: _____	Y___ N___
Sent to DPW: _____	Y___ N___

From: [Taylor, Dawn](#)
To: [Hockenhull, D'Sjonaun](#)
Subject: Signatures for Block Party
Date: Tuesday, June 18, 2024 11:35:28 AM
Attachments: [image001.jpg](#)
[Signature spreadsheet 06.18.2024.xlsx](#)

Hi, attached is the owner of record spreadsheet for the signatures on the Bock Party petition. Romulus Public Housing is the owner of record for three of the properties and I cannot confirm the signatures for these properties.

Thank you

Dawn Taylor, MAAO

City of Romulus

Appraiser – Dept. of Assessment

(734) 942-7520

dtaylor@romulusgov.com



DRIVEWAYS

Property	Address	Owner of Record	Additional Name	Petition signed?	Notes
7300	CANTERBURY	STEVEN GAVIN			
7312	CANTERBURY	KEVIN REID JR			
7742	CANTERBURY	SMITH BRUCE		yes	
7743	CANTERBURY	BURRELL BRIAN - JAQUAY			
7755	CANTERBURY	JONES MILDRED			
7766	CANTERBURY	BOWERBANK STEPHANIE M			
7767	CANTERBURY	WALTERS MICHAEL - JENNINGS AYANNA		yes	
7778	CANTERBURY	RUDOLPH PORCHE S		yes	
7779	CANTERBURY	KEELS RUDOLPH E		yes	
7786	CANTERBURY	ANWUNAH CHINYELU			
7790	CANTERBURY	JONES VINCENT - JACQUELINE			
7791	CANTERBURY	SCOTT MARCUS - LACHINA		yes	
7802	CANTERBURY	WEATHERS UGANDA - NAKURU SHARONDA			
7803	CANTERBURY	LOMAS KEITH			
7814	CANTERBURY	ASHWOOD SHANETTA - DEMOND A		yes	
7815	CANTERBURY	DALTON DAVID		yes	
7826	CANTERBURY	BELL NORMA		yes	
7838	CANTERBURY	HIXON JILL			
35817	CONCORD	AMPEY EVELYN M			
35871	SUSSEX	TEALL KIERA		yes	
35872	SUSSEX	WHITE DENISE			
35897	SUSSEX	BROWN EUGENE - DONNA		yes	
35898	SUSSEX	FINLEY GEORGE		yes	
35921	SUSSEX	JACKSON JENNIFER		yes	
35947	SUSSEX	SEALE CORTNEY - KARLA		yes	
35971	SUSSEX	CALLOWAY DAVID			
TOTAL		26	YES	13	

DRIVEWAYS

Property	Address	Owner of Record	Additional Name	Petition signed?	Notes
7300	CANTERBURY	STEVEN GAVIN			
7312	CANTERBURY	KEVIN REID JR			
7742	CANTERBURY	SMITH BRUCE		yes	
7743	CANTERBURY	BURRELL BRIAN - JAQUAY			
7755	CANTERBURY	JONES MILDRED			
7766	CANTERBURY	BOWERBANK STEPHANIE M			
7767	CANTERBURY	WALTERS MICHAEL - JENNINGS AYANNA		yes	
7778	CANTERBURY	RUDOLPH PORCHE S		yes	
7779	CANTERBURY	KEELS RUDOLPH E		yes	
7786	CANTERBURY	ANWUNAH CHINYELU			
7790	CANTERBURY	JONES VINCENT - JACQUELINE			
7791	CANTERBURY	SCOTT MARCUS - LACHINA		yes	
7802	CANTERBURY	WEATHERS UGANDA - NAKURU SHARONDA			
7803	CANTERBURY	LOMAS KEITH			
7814	CANTERBURY	ASHWOOD SHANETTA - DEMOND A		yes	
7815	CANTERBURY	DALTON DAVID		yes	
7826	CANTERBURY	BELL NORMA		yes	
7838	CANTERBURY	HIXON JILL			
35817	CONCORD	AMPEY EVELYN M			
35871	SUSSEX	TEALL KIERA		yes	
35872	SUSSEX	WHITE DENISE			
35897	SUSSEX	BROWN EUGENE - DONNA		yes	
35898	SUSSEX	FINLEY GEORGE		yes	
35921	SUSSEX	JACKSON JENNIFER		yes	
35947	SUSSEX	SEALE CORTNEY - KARLA		yes	
35971	SUSSEX	CALLOWAY DAVID			
TOTAL		26	YES	13	



22	21	18	17	14	13	10	9	6	5	2	1
23	24	19	20	15	16	11	12	7	8	3	4
26	25	30	29	34	33	38	37	42	41	46	45
27	28	31	32	35	36	39	40	43	44	47	48
70	69	66	65	62	61	58	57	54	53	50	49
71	72	67	68	63	64	59	60	55	56	51	52
74	73	78	77	82	81	86	85	90	89	94	93
75	76	79	80	83	84	87	88	91	92	95	96
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119	120	115	116	111	112	107	108	103	104	99	100
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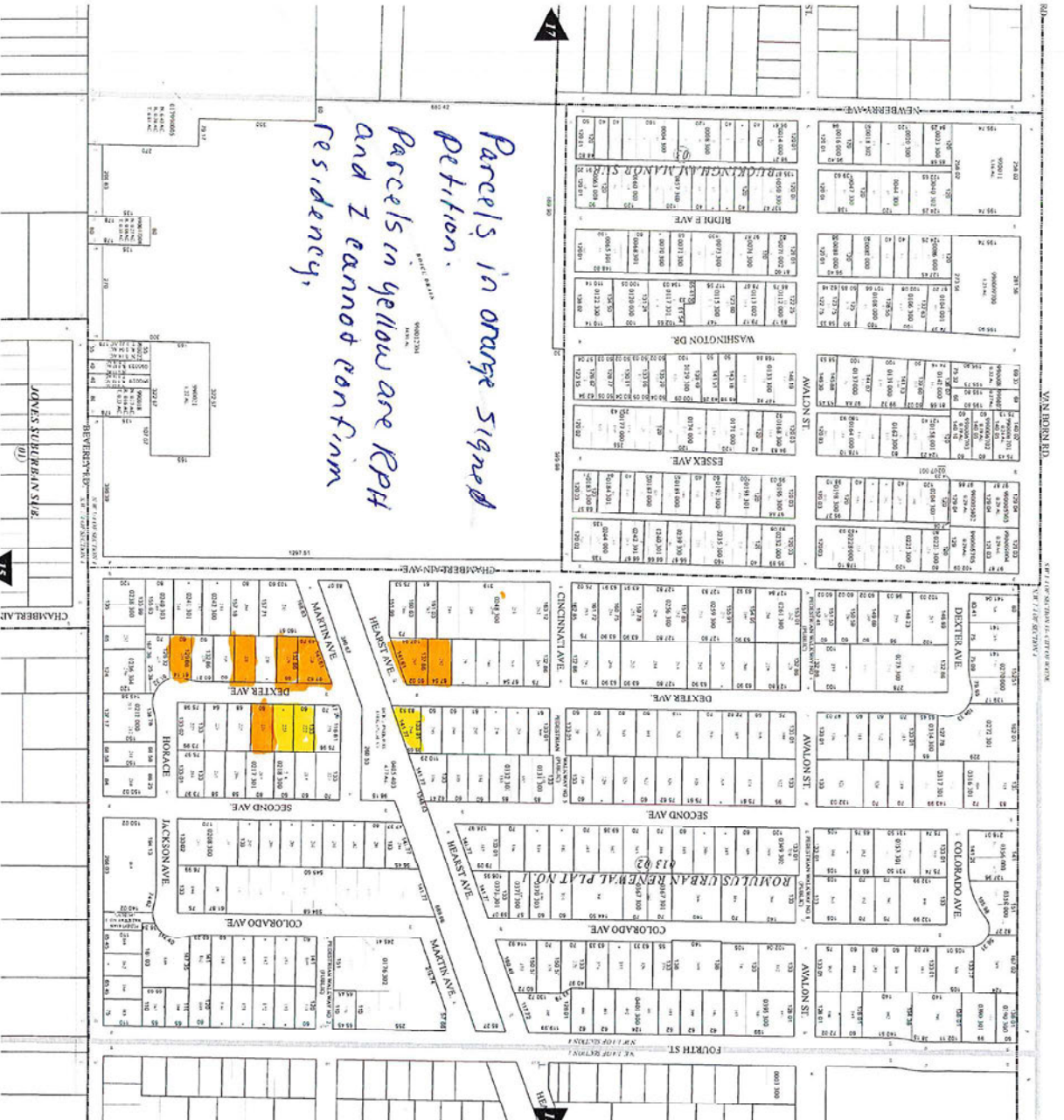
LAST UPDATED: FEBRUARY 10, 2020

Revised	6/1/01	3/10/03	8/1/07	1/13/08	6/22/09
6/15/04	3/2/04	3/5/07	1/22/05	5/2/06	
7/13/06	11/16/06	10/25/07	5/7/05	3/23/06	
4/6/06	11/16/06	11/4/07	4/29/06	4/7/07	
12/1/06	6/21/06	4/7/07	5/11/07	4/7/09	
6/25/01	9/16/03	5/11/07	3/2/09		
5/2/02	5/21/04	9/29/08	9/4/06		

N.W. 1/4 SECTION 4
CITY OF ROMULUS
T.3S. R.9E.
WAYNE COUNTY, MICHIGAN

SCALE 1 INCH = 200 FEET

ALL RIGHTS RESERVED. NO PART OF THIS MAP MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT PERMISSION IN WRITING, FROM THE COPYRIGHT OWNER. COPYRIGHT INFRINGEMENT WILL BE PROSECUTED TO THE FULL EXTENT ALLOWABLE BY LAW. UNDER THE FEDERAL COPYRIGHT STATUTE, 17 USC 107-108.



FOR PARCEL INFORMATION AND LEGAL DESCRIPTIONS
PLEASE VISIT OUR WEBSITE

CONSIDERED A PUBLIC RECORD. THE CITY OF ROMULUS, MICHIGAN, HAS REVIEWED THIS MAP AND FOUND IT TO BE A TRUE AND CORRECT REPRESENTATION OF THE CITY OF ROMULUS, MICHIGAN. ALL RIGHTS RESERVED. NO PART OF THIS MAP MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT PERMISSION IN WRITING, FROM THE COPYRIGHT OWNER. COPYRIGHT INFRINGEMENT WILL BE PROSECUTED TO THE FULL EXTENT ALLOWABLE BY LAW. UNDER THE FEDERAL COPYRIGHT STATUTE, 17 USC 107-108.



City of Romulus

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

Council Meeting Held: **June 24, 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 24, 2024**

Item No. A.

General Description: Resolution Regarding the Ground Emergency Medical Transportation Program in Michigan

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: Resolution Regarding the Ground Emergency Medical Transportation Program in Michigan
DATE: June 20, 2024

I concur with the recommendation of Ken Chapman, Deputy Fire Chief, and the Conference of Western Wayne and respectfully request City Council adopt a resolution in support of House Bill 5695 to direct the Michigan Department of Health and Human Services to enroll in the GEMT program through the Centers for Medicare and Medicaid Services State Plan Amendment and Process and urge the Michigan State Legislature to include funding to administer the GEMT (Ground Emergency Medical Transportation) program in the Michigan Department of Health and Human Services Appropriations bill (HB5556/SB767).

Motion by _____, supported by _____, to concur with the administration and adopt a resolution in support of House Bill 5695 to direct the Michigan Department of Health and Human Services to enroll in the GEMT program through the Centers for Medicare and Medicaid Services State Plan Amendment and Process and urge the Michigan State Legislature to include funding to administer the GEMT (Ground Emergency Medical Transportation) program in the Michigan Department of Health and Human Services Appropriations bill (HB5556/SB767).

RESOLUTION NO. _____
CITY OF ROMULUS
WAYNE COUNTY, MICHIGAN

Resolution of Support
Implementation of the Ground Emergency Medical Transportation Program in Michigan

At a meeting of the City Council for the City of Romulus held on June 24, 2024 City Council passed the following resolutions of support:

WHEREAS, Romulus provides Ground Emergency Medical Transportation (GEMT) services for City residents, which includes many Medicaid beneficiaries; and,

WHEREAS, the GEMT program available through the United States Centers for Medicare & Medicaid Services provides reimbursement to public providers for services provided to Medicaid patients; and,

WHEREAS, the State of Michigan is not currently participating in the GEMT program, which is a voluntary enrollment program at both the state and local levels; and,

WHEREAS, implementation of the GEMT program in the State of Michigan may yield hundreds of thousands of federal reimbursement for the City of Romulus annually; and,

WHEREAS, the emergency services sector has struggled with workforce retention and recruiting in the wake of the COVID-19 pandemic; and,

WHEREAS, the GEMT program will help Michigan public agencies including the City of Romulus retain and hire employees; and,

WHEREAS, the GEMT program has shown to expand access, quality, and sustainability of emergency services for Medicaid recipients for public providers; and,

WHEREAS, the MI-GEMT coalition is advocating for the passage of legislation directing the Michigan Department of Health and Human Services to enroll in the GEMT program; and,

WHEREAS, the MI-GEMT coalition includes the Michigan Association of Fire Chiefs, Michigan Municipal League, Michigan Townships Association, Michigan Association of Counties; and,

NOW THEREFORE BE IT RESOLVED THAT, The City Council of Romulus hereby conveys its support for efforts of the MI-GEMT coalition; and,

BE IT FURTHER RESOLVED THAT, Romulus urges the Michigan State Legislature to adopt House Bill 5695 of 2024, which directs the Michigan Department of Health and Human Services to enroll in the GEMT program through the Centers for Medicare and Medicaid Services State Plan Amendment process; and,

BE IT FURTHER RESOLVED THAT, The City Council of Romulus urges the Michigan State Legislature to include funding to administer the GEMT program in the Michigan Department of Health and Human Services Appropriations bill (HB 5556/SB767).

AYES:

NAYES:

ABSENT:

MOTION APPROVED.

I, Ellen Craig Bragg, Clerk for the City of Romulus, do hereby certify the foregoing to be a true copy of a resolution duly adopted by Romulus City Council at their meeting held on June 24, 2024.

Ellen Craig-Bragg
City Clerk



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 24, 2024**

Item No. B.

General Description: Piggyback on Kodiak Contract AM10-23 Chevy 2168 Super Warrior III G4500 Ambulance

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 Kodiak Contract AM10-23 Chevy 2168 Super Warrior III G4500 Ambulance
DATE: June 20, 2024

I concur with the recommendation of Ken Chapman, Deputy Fire Chief and Christina Parker, Purchasing Director, and respectfully request Council's authorization to piggyback on the HGAC Buy contract AM10-23 with Kodiak Emergency Vehicles for the purchase of a 2024 Chevy 2168 Superior Warrior III G4500 Ambulance and a stretcher/unloading system with the total cost not to exceed \$375,000.

Gary Harris, Assistant Finance Director, has verified that funds for this purpose will be available in the FY24/25 Motor Vehicle Fund, Capital Outlay Machinery & Equipment Expense account #661-258-970.138.

Motion by _____, supported by _____, to concur with the administration and consent to piggyback on the HGAC Buy contract AM10-23 with Kodiak Emergency Vehicles for the purchase of a 2024 Chevy 2168 Superior Warrior III G4500 Ambulance and a stretcher/unloading system with the total cost not to exceed \$375,000.



MEMORANDUM

DATE: June 18, 2024
TO: Mayor Robert McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Piggyback Kodiak Contract AM10-23 Chevy 2168 Super Warrior III G4500 Ambulance

Deputy Chief of Fire Services & Emergency Management, Ken Chapman, has requested the City of Romulus to contract with Kodiak Emergency Vehicles for the purchase of a 2024 Chevy 2168 Super Warrior III G4500 Ambulance for a total of \$264,950.00. Additional accessories are needed for the stretcher/unloading system of the ambulance that will not exceed \$110,050.00. The maximum of this purchase will be \$375,000.00.

Please be informed that the requirement of the City of Romulus Purchasing Ordinance to solicit competitive bids for this purchase can be waived under the exception to competition clause allowing 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."

HGACBuy is a nationwide, government procurement service striving to make the governmental procurement process more efficient. Units of local government, including non-profits providing governmental services, are eligible to become participating members of the HGACBuy Cooperative. All contracts available to participating members of HGACBuy have been awarded by virtue of a public competitive procurement process compliant with state statutes. Kodiak Emergency Vehicles was awarded contract AM10-23 for the purchases of ambulances and other equipment to Kodiak Emergency Vehicles through a competitive bid process on 10/1/2023 and will expire 9/30/2027..

It is the recommendation of myself and Deputy Chief of Fire Services & Emergency Management, Ken Chapman to proceed with the purchase of the ambulance. If you concur, please request Council's permission to piggyback on the HGAC Buy contract AM10-23 with Kodiak Emergency Vehicles for the purchase of a 2024 Chevy 2168 Superior Warrior III G4500 Ambulance and a stretcher/unloading system with the total cost not to exceed \$375,000.

Gary Harris, Assistant Finance Director, has verified that funds for this purpose will be available FY24/25 in the Motor Vehicle Fund, Capital Outlay Machinery & Equipment Expense Account (661-572-971.138).

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

Christina Parker

Christina Parker
Purchasing Director



MEMORANDUM

TO: Christina Parker, Purchasing Director

CC: Roberto Scappaticci, DPS Director

FROM: Ken Chapman, DC

SUBJECT: FY 24/25 Ambulance Purchase

DATE: June 17, 2024

In the approved FY 24/25, City Council approved the purchase of a new Type III ambulance. The total ambulance purchase will be \$375,000. We request the City purchase the ambulance using the HGAC cooperative purchasing agreement (www.HGACbuy.com), which the City of Romulus participates.

The current ambulance manufacturing process can take up to 36 months for construction and delivery. We were able to secure a vehicle scheduled for delivery in October of 2024. This attached proposal is the majority portion of the ambulance cost. There will be additional costs for the stretcher loading system/equipment, which is attached to the ambulance. The total costs will not exceed \$375,000.

Should you require additional information, please feel free to contact my office.

DC Ken Chapman, Fire Operations & Emergency Services

Office: (734)955-8964



AMBULANCE PROPOSAL & AGREEMENT

PRESENTED TO

ROMULUS FIRE DEPARTMENT

Presented by:
Matt Creech
VP, Kodiak Emergency Vehicles



Proposal Date
6/18/24





PROPOSAL OVERVIEW

Presented To:	Romulus Fire Department Chief Chapman 28777 Eureka Road Romulus, MI 48174
Proposal for:	One (1) Osage #2168 Super Warrior III Chevrolet G4500 - Gas
Delivery timeline:	EXPECTED COMPLETION FALL 2024. Delivery times are currently unpredictable due to industry-wide shortages.
Delivery:	Final delivery will be made to Romulus Fire Department
Payment Terms:	10% Down Payment at time of agreement. Balance due at time of delivery.
Includes:	This proposal includes: • Vehicle as described in shop order. • Kodiak provided inverter. • Graphics budget of \$7500.00* • PowerLoad Installation Budget of \$1350.00* • Delivery
Does Not Include:	This proposal does NOT include: • Cot, Cot retention or Radio Installation.
Price:	\$264,950.00 * Any unused budget values will be deducted or refunded to Romulus Fire Department.
Proposal valid until:	7/5/24



AGREEMENT

THIS AGREEMENT is made between Kodiak Emergency Vehicles, 10120 W. Grand River Highway, Grand Ledge, MI 48837 ('Company') and Romulus Fire Department, 28777 Eureka Road, Romulus, MI 48174. The Company agrees to sell, and the Buyer agrees to purchase: One (1) Osage #2168 Super Warrior III on a Chevrolet G4500 Gas chassis as specified, all in accordance with the terms and conditions of the Agreement.

The finished Ambulance shall be delivered by Company personnel to Romulus Fire Department.

Pricing

Buyer agrees to pay a contract price as follows:

Total Sales Price:	\$264,950.00
Down payment at order:	\$26,495.00
Due at time of completion at ambulance manufacturer:	\$238,455.00

Changes or Additions

Changes or equipment additions will be invoiced or credited separately upon completion and delivery. Unless otherwise specified, the Purchase Price is exclusive of all Federal, State, and Local Taxes of any nature.

Binding Agreement

Buyer agrees that the terms of final payment, unless otherwise specified, shall be due upon completion at manufacturer. All payments shall be in the form of a municipal, certified, or company has authority to make any representations, statements, warranties, or agreements not herein expressed and all modifications or amendments of the agreement, including its attachments and exhibits, must be in writing, signed by an authorized representative of each of the parties hereto.

MC

Initials



Force Majeure

Company shall not be liable or responsible to Purchaser, or be deemed to have defaulted or breached this agreement, for any failure or delay in fulfilling this agreement when and to the extent such failure or delay is caused by or results from acts or circumstances beyond the reasonable control of Company including, without limitation, acts of God, flood, fire, earthquake, explosion, governmental actions, war, invasion or hostilities, terrorist threats or acts, riot or other civil unrest, national emergency, revolution, insurrection, epidemic/pandemic, telecommunication breakdown, power outage, lockouts, strikes or other labor disputes, restraints or delays affecting carriers, inability or delay in obtaining chassis from an original equipment manufacturer or other supplies of adequate or suitable components or materials at reasonable prices.

IN WITNESS WHEREOF, the Company and the Buyer have caused this Agreement to be executed by their duly authorized representatives as of the date set forth by each.

Signed for Romulus Fire Department (Buyer):	Signed for Kodiak Emergency Vehicles (Company):
Signature	Signature 
Printed	Printed Matt Creech
Title	Title Kodiak Emergency Vehicles
Date	Date 6/18/24
Signature	
Printed	
Title	
Date	
Signature	
Printed	
Title	
Date	



CONTRACT PRICING WORKSHEET
For MOTOR VEHICLES Only

Contract
No.:

AM10-23

Date
Prepared:

5/10/24

This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.

Buying Agency:	Romulus Fire Department	Contractor:	Osage Industries, Inc.
Contact Person:	Chief Ken Chapman	Prepared By:	MATT CREECH
Phone:	734-941-8585	Phone:	248-703-0563
Fax:	734-403-6000	Fax:	517-827-4969
Email:	kchapman@romulusgov.com	Email:	CREECH@KODIAK-EV.COM

Product Code:	Description:	Chevrolet 2168 Super Warrior III G4500 - Gas + Conversion
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A. Product Item Base Unit Price Per Contractor's H-GAC Contract:	\$233,740.00
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B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.

(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
(22) Chrome Flanges for 9 x 7 (per light)	\$627.00	(1) Dual USB Outlet	\$143.00
(2) Chrome Flanges for ION	\$57.00	Interior Cabinet Lighting w/On/Off in Action Panel (Strip LED)	\$1,083.00
(4) Additional 900 Solid LED, R, B or A	\$1,664.00	(2) Additional Dome Lights	\$467.00
(2) Additional 900 R/C or B/C LED	\$1,163.00	(2) Extra Switch & Pre-Wire	\$376.00
(2) Whelen ION-T, All or 1/2 Clr	\$570.00	Hidden Switch in Grill for Door Locks	\$222.00
(1) 295 HFSC9 Dual Tone	\$268.00	Antenna Pre-Wire	\$68.00
Pre-Wire for Vanner Inverter with Remote Switch	\$428.00	(2) Pre-Wire & Ground for Radio, (additional per Pre-Wire)	\$160.00
Upgrade to Kusmaul Auto Eject Shoreline Plug, 20 Amp	\$713.00	(1) Safety Vision Color Reverse Camera	\$1,397.00
(1) Shoreline Indicator at Shoreline	\$285.00	(1) Additional O2 Outlet Over Squad Bench	230
(4) 110 V Outlet	\$684.00	Electric O2 Solenoid w/Switch	552
(4) 12V DC Outlet	\$296.00	Subtotal From Additional Sheet(s):	\$11,057.00
		Subtotal B:	22510

C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.

(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
GRAPHICS ALLOWANCE PACKAGE	\$7,500.00		
DEALER SUPPLIED INVERTER	\$1,200.00	Subtotal From Additional Sheet(s):	\$0.00
		Subtotal C:	8700

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B).	For this transaction the percentage is:	3%
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D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)

Quantity Ordered:	1	X Subtotal of A + B + C:	264950	=	Subtotal D:	264950
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E. H-GAC Order Processing Charge (Amount Per Current Policy)	Subtotal E:	1000
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F. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges

Description	Cost	Description	Cost
KODIAK HGAC CREDIT	(\$1,000.00)		
		Subtotal F:	-1000

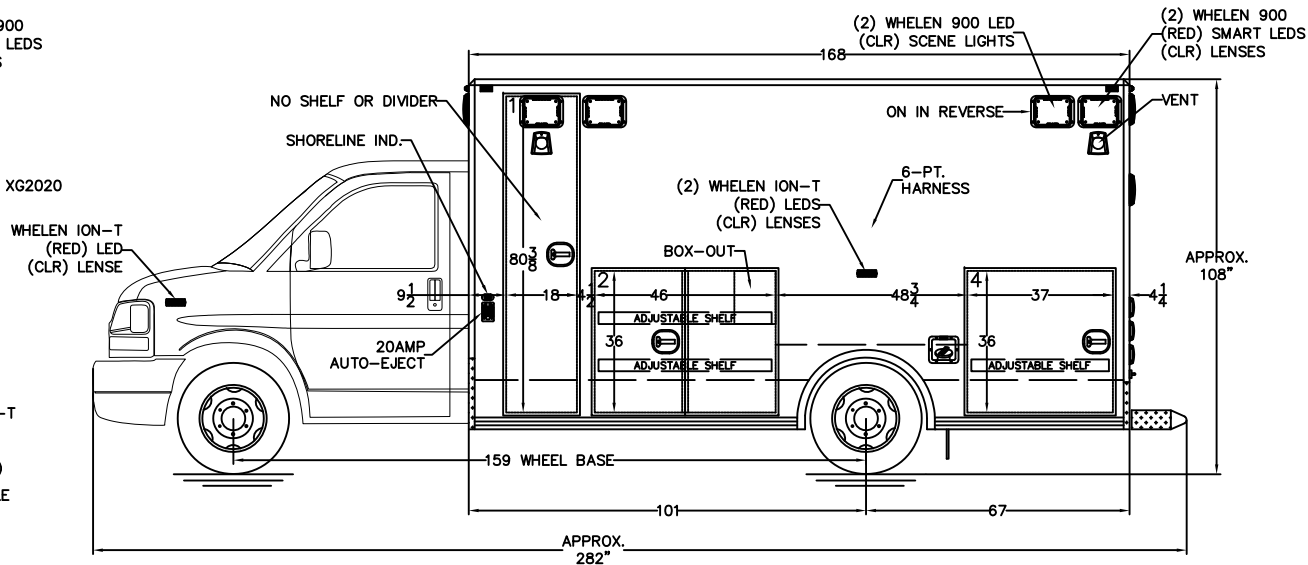
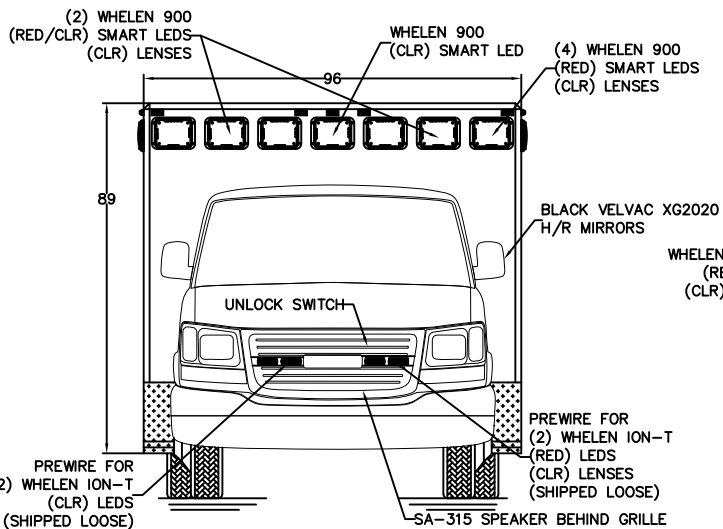
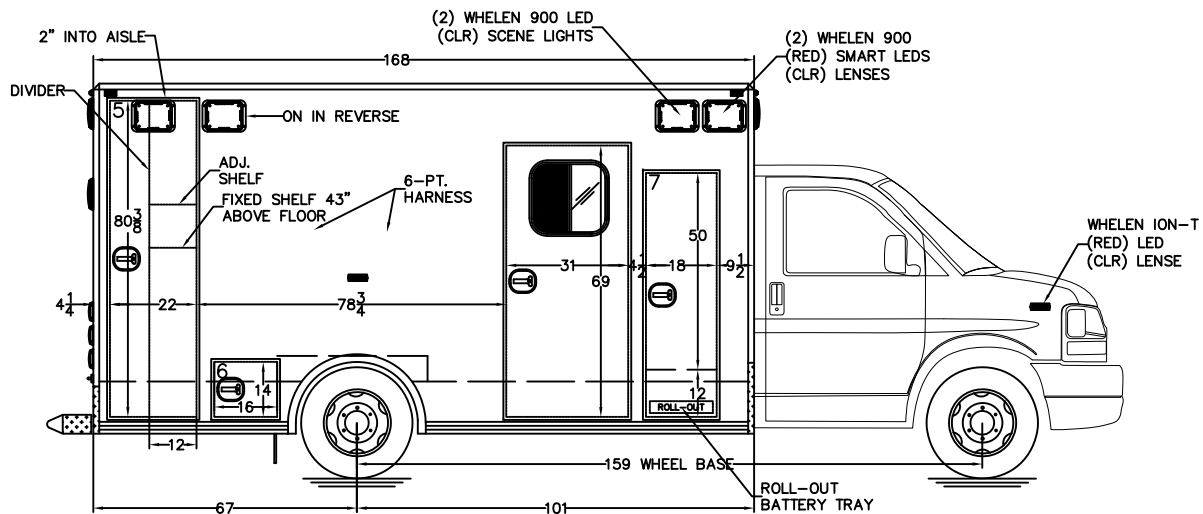
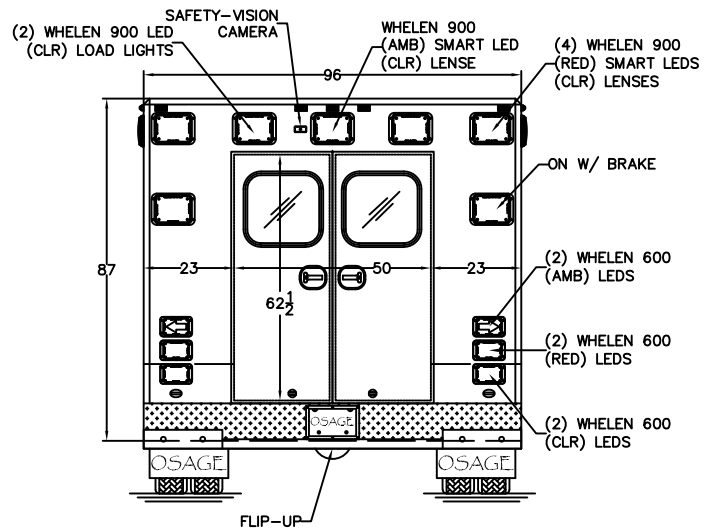
Delivery Date:	EST. FALL 2024	G. Total Purchase Price (D+E+F):	264950
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Published Options:	Costs:
(3) 6-Point Seat Belt, Per Position	☐2,326.00
(1) Radio/Notebook Cabinet in Cab	☐359.00
Angled Cabinets Forward and AFT of CPR Seat	☐479.00
(5) Track-Type Adjustable Shelves in Interior Cabinets	☐456.00
Glove Storage Over Side Entry Door	☐513.00
Recessed Suction in Left Aisle Wall	☐479.00
Door For Recessed Suction	☐125.00
(2) Café Double Doors	☐718.00
(1) Lock on Interior Cabinet	☐51.00
(1) Additional Grab Rail Over Squad Bench	☐399.00
A-Bar w/Sharps & Waste @ Head of Squad Bench, SS Removable	☐1,300.00
(1) Make cabinet above ALS the same width as the ALS	☐513.00
(1) Change Exterior Compartment Size	☐456.00
Deepen #5 2" into Aisle	☐627.00
(3) Adjustable Shelving Unit in Exterior Compartment	☐906.00
Stryker PowerLoad Installation - BUDGET	☐1,350.00

Total:	☐11,057.00
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Unpublished Options:	Costs:

Total:	0.00
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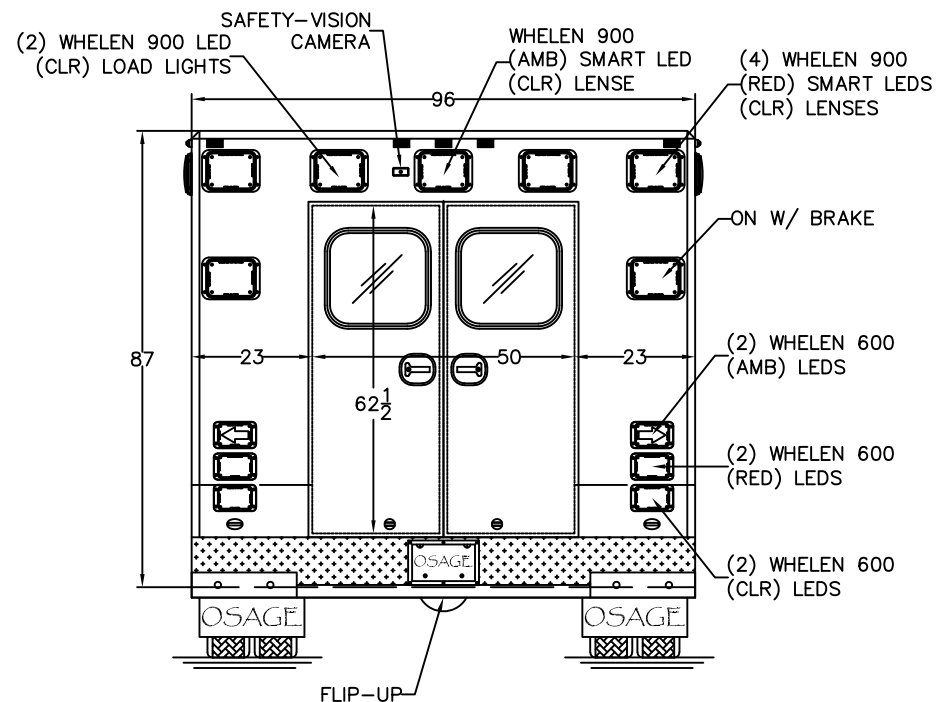
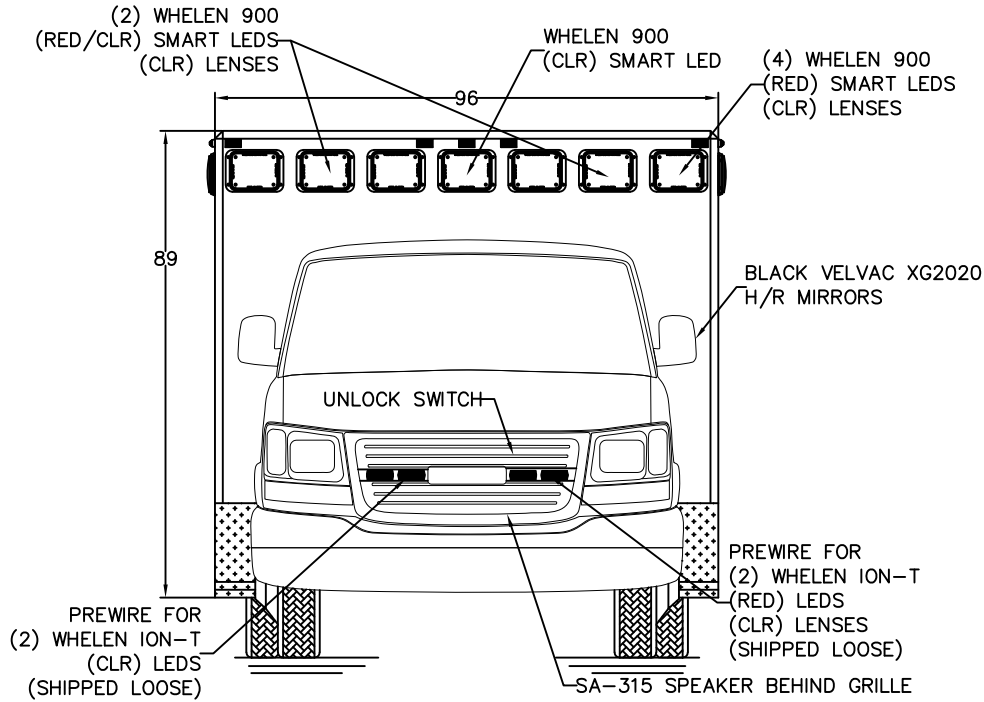
NOTES: THIS DRAWING IS NOT TO SCALE.
CHARACTERISTICS AND DIMENSIONS OF FINISHED PRODUCT MAY VARY.

NOTES:

- 1.) COMPARTMENT DIMENSIONS REFLECT OPENING CLEARANCE.
- 2.) APPROXIMATE COMPARTMENT DEPTH=19"DEEP.
- 3.) MODULE DIMENSIONS=168"L x 96"W x 89"H.
- 4.) INTERIOR MODULE HEAD ROOM=72"H.
- 5.) ALL 9x7 LIGHTS TO BE WHELEN 900 SERIES LIGHTS, CHROME FLANGES.
- 6.) DOUBLE STAINLESS THRESHOLDS.
- 7.) STYROFOAM INSULATION, WALLS & CEILING.

Stock/Job#:	J3384	Drawing#	J3384-100	Cust. App'v/Date#	Deal'r App'v/Date:
Osage Dealer:	KODIAK	Osage Industries, Inc. TWIN RIDGE ROAD P.O. BOX 718 LINN, MO. 65			
End Customer:	KODIAK STOCK				
NOTICE		Drawn By:	S.A.H.	Date:	05-23-22
This drawing and/or the information hereon is the exclusive property of Osage Industries and shall not be reproduced, used or disclosed without the authorized		Drawing Description:		Scale: NOT TO SCALE	
		EXTERIOR LAYOUT		1	
		TYPF-III SUPFR-WARRIOR. G4500		Page 29 of 312	

3				
2	REVISION DRAFT	01-04-24	SAH	
1	PRODUCTION DRAFT	05-23-22	SAH	

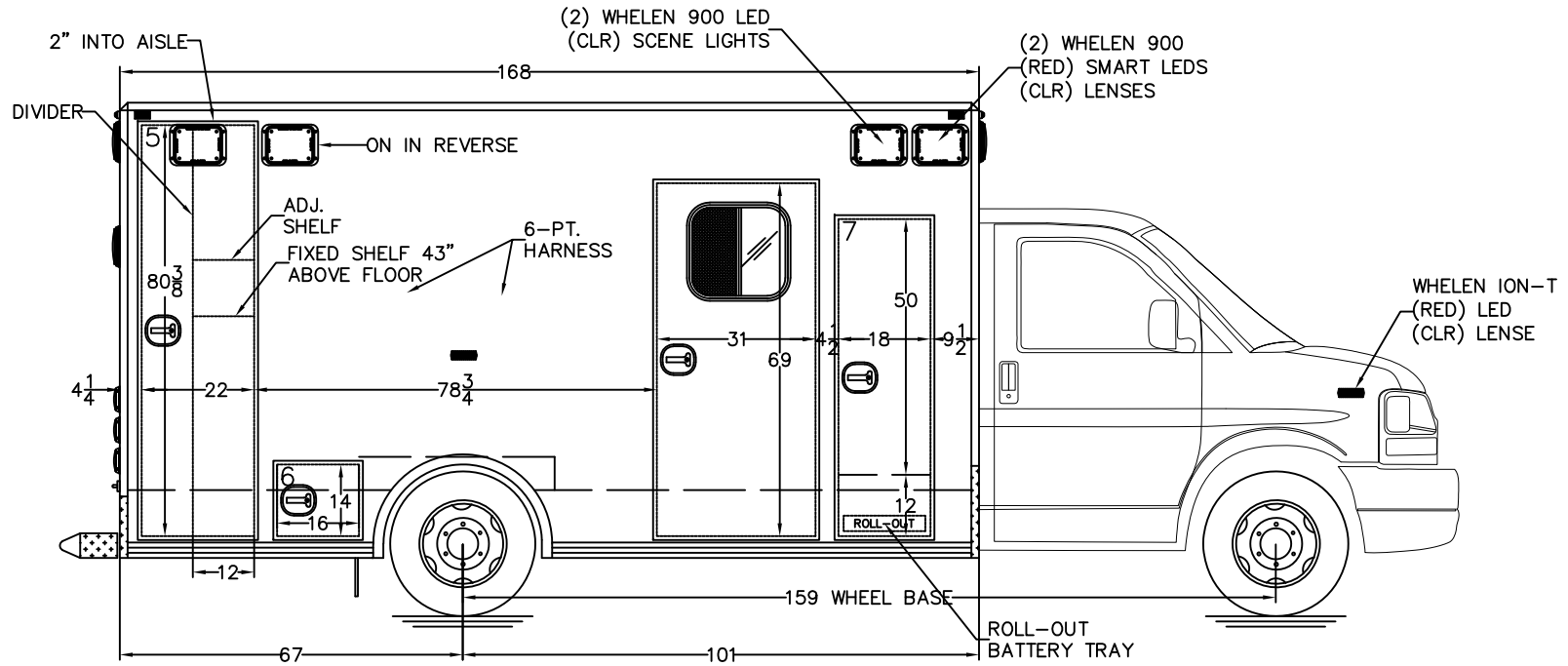


NOTES: THIS DRAWING IS NOT TO SCALE.
CHARACTERISTICS AND DIMENSIONS OF FINISHED PRODUCT MAY VARY.

- NOTES:
- 1.) COMPARTMENT DIMENSIONS REFLECT OPENING CLEARANCE.
 - 2.) APPROXIMATE COMPARTMENT DEPTH=19"DEEP.
 - 3.) MODULE DIMENSIONS=168"L x 96"W x 89"H.
 - 4.) INTERIOR MODULE HEAD ROOM=72"H.
 - 5.) ALL 9x7 LIGHTS TO BE WHELEN 900 SERIES LIGHTS, CHROME FLANGES.
 - 6.) DOUBLE STAINLESS THRESHOLDS.
 - 7.) STYROFOAM INSULATION, WALLS & CEILING.

Stock/Job#:	J3384	Drawing#	J3384-100A	Cust. App'v/Date#	Deal'r App'v/Date:
Osage Dealer:	KODIAK	Osage Industries, Inc. TWIN RIDGE ROAD P.O. BOX 718 LINN, MO. 65			
End Customer:	KODIAK STOCK				
NOTICE This drawing and/or the information hereon is the exclusive property of Osage Industries and shall not be reproduced, used or disclosed without the authorized		Drawn By:	S.A.H.	Date:	05-23-22
		Drawing Description:	EXTERIOR LAYOUT, FRONT/REAR TYPE-III SUPER-WARRIOR		
		Scale:	NOT TO SCA		
		Revisio	1		

3				
2	REVISION DRAFT	01-04-24	SAH	
1	PRODUCTION DRAFT	05-23-22	SAH	.



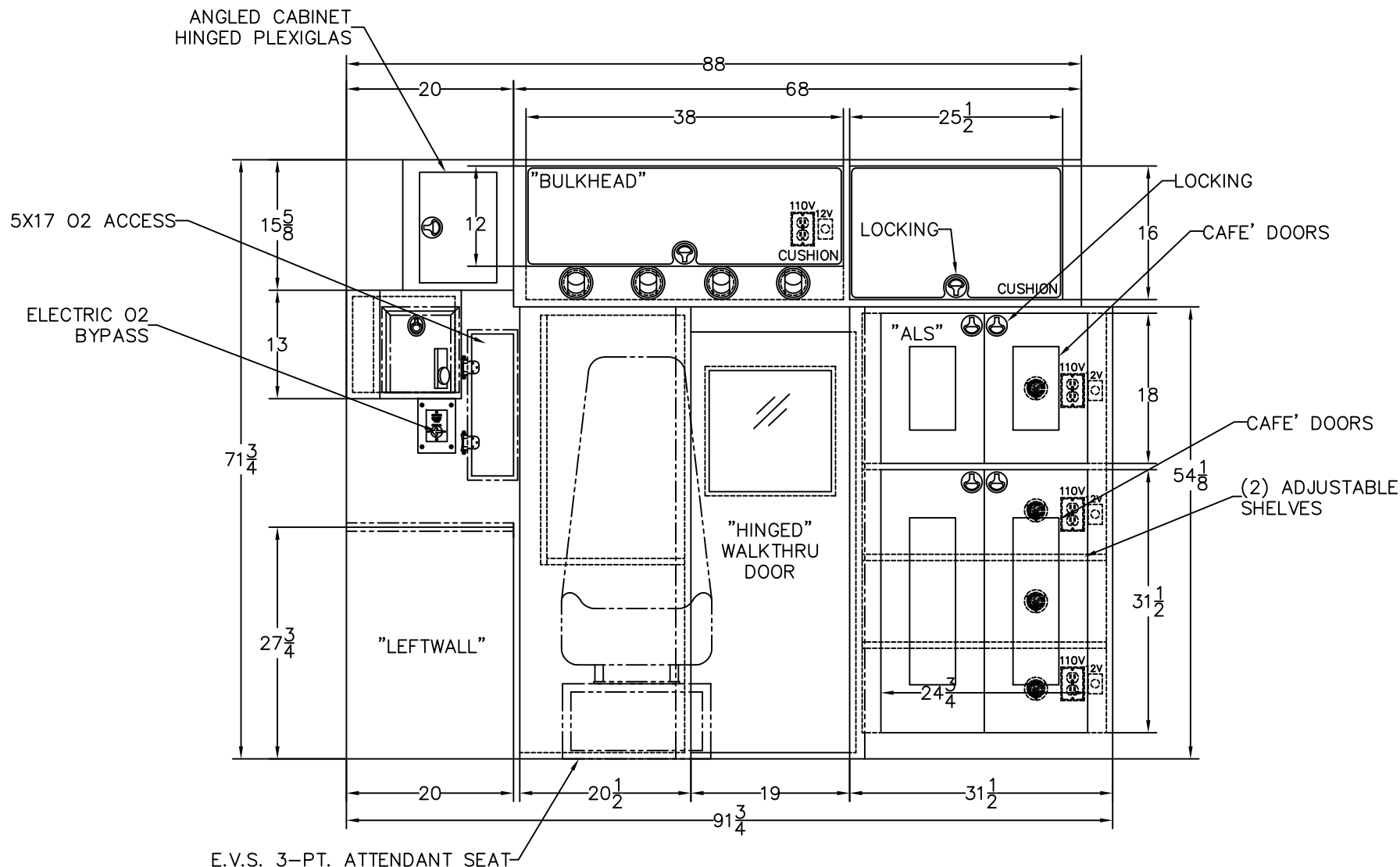
NOTES: THIS DRAWING IS NOT TO SCALE.
CHARACTERISTICS AND DIMENSIONS OF FINISHED PRODUCT MAY VARY.

NOTES:

- 1.) COMPARTMENT DIMENSIONS REFLECT OPENING CLEARANCE.
- 2.) APPROXIMATE COMPARTMENT DEPTH=19"DEEP.
- 3.) MODULE DIMENSIONS=168"L x 96"W x 89"H.
- 4.) INTERIOR MODULE HEAD ROOM=72"H.
- 5.) ALL 9x7 LIGHTS TO BE WHELEN 900 SERIES LIGHTS, CHROME FLANGES.
- 6.) DOUBLE STAINLESS THRESHOLDS.
- 7.) STYROFOAM INSULATION, WALLS & CEILING.

Stock/Job#:	J3384	Drawing#	J3384-100C	Cust. App'v/Date#	Deal'r App'v/Date:		
Osage Dealer:	KODIAK	Osage Industries, Inc. TWIN RIDGE ROAD P.O. BOX 718 LINN, MO. 65					
End Customer:	KODIAK STOCK						
NOTICE		Drawn By:	S.A.H.	Date:	05-23-22	Scale:	NOT TO SCALE
This drawing and/or the information hereon is the exclusive property of Osage Industries and shall not be reproduced, used or disclosed without the authorized		Drawing Description:					Revised
		EXTERIOR LAYOUT, CURBSIDE TYPE-III SUPER-WARRIOR. G4500					1
Page 32 of 312							

3				
2	REVISION DRAFT	01-04-24	SAH	
1	PRODUCTION DRAFT	05-23-22	SAH	.

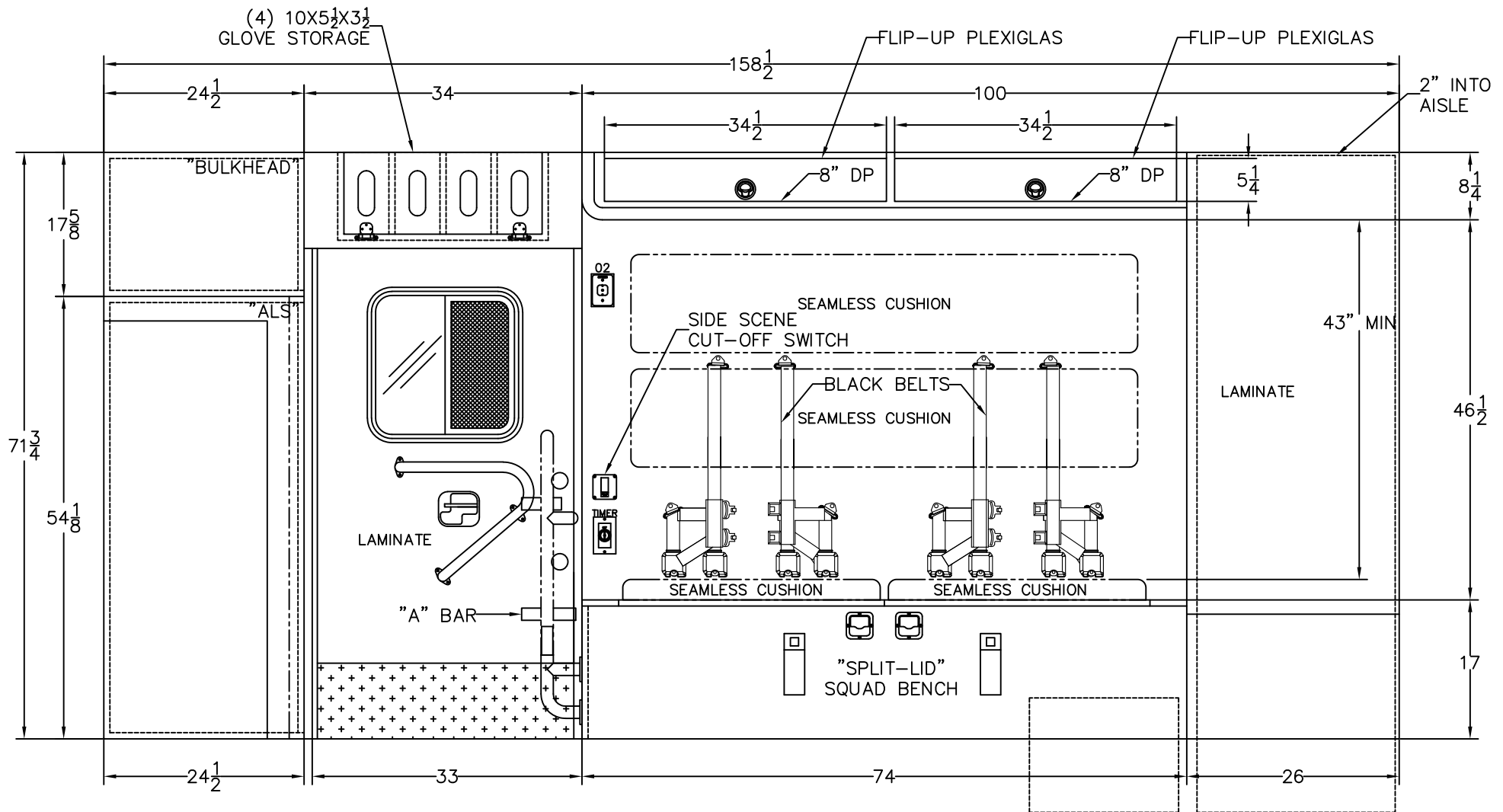


NOTES: THIS DRAWING IS NOT TO SCALE.
CHARACTERISTICS AND DIMENSIONS OF FINISHED PRODUCT MAY VARY.

NOTES: CABINET DEPTHS REPRESENT DIMENSION FROM INSIDE REAR TO FRONT FACE OF CABINETS, WITHOUT TRIM. ACTUAL WORKING DEPTH WILL BE LESS THAN DIMENSION SHOWN UNLESS OTHERWISE SPECIFIED.

3				
2	REVISION DRAFT	01-04-24	SAH	
1	PRODUCTION DRAFT	05-23-22	SAH	

Stock/Job#:	J3384	Drawing#	J3384-102	Cust. App'v/Date#	Deal'r App'v/Date:
Osage Dealer:	KODIAK	Osage Industries, Inc. TWIN RIDGE ROAD P.O. BOX 718 LINN, MO. 65			
End Customer:	KODIAK STOCK				
NOTICE		Drawn By:	S.A.H.	Date:	05-23-22
This drawing and/or the information hereon is the exclusive property of Osage Industries and shall not be reproduced, used or disclosed without the authorized		Drawing Description:		Scale:	
		FORWARD INTERIOR TYPE-III SUPER-WARRIOR. G4500		NOT TO SCALE	
				Revision	1

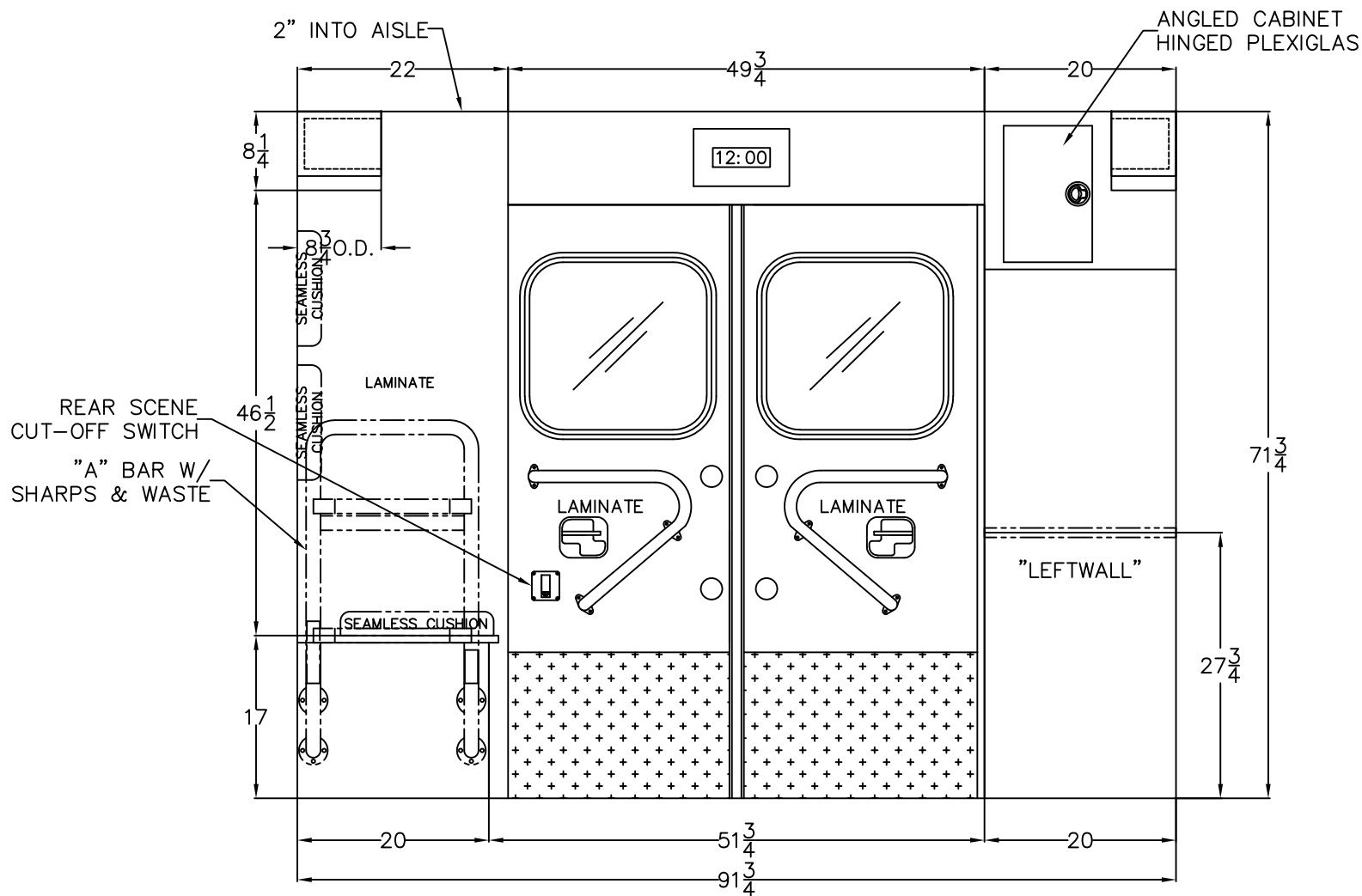


NOTES: THIS DRAWING IS NOT TO SCALE.
CHARACTERISTICS AND DIMENSIONS OF FINISHED PRODUCT MAY VARY.

NOTES: CABINET DEPTHS REPRESENT DIMENSION FROM INSIDE REAR TO FRONT FACE OF CABINETS, WITHOUT TRIM. ACTUAL WORKING DEPTH WILL BE LESS THAN DIMENSION SHOWN UNLESS OTHERWISE SPECIFIED.

3				
2	REVISION DRAFT	01-03-24	SAH	
1	PRODUCTION DRAFT	05-23-22	SAH	

Stock/Job#:	J3384	Drawing#	J3384-103	Cust. App'v/Date#	Deal'r App'v/Date:
Osage Dealer:	KODIAK	Osage Industries, Inc. TWIN RIDGE ROAD P.O. BOX 718 LINN, MO. 65			
End Customer:	KODIAK STOCK				
NOTICE		Drawn By:	S.A.H.	Date:	05-23-22
This drawing and/or the information hereon is the exclusive property of Osage Industries and shall not be reproduced, used or disclosed without the authorized		Drawing Description:		Scale:	
		CURBSIDE INTERIOR TYPE-III SUPER-WARRIOR. G4500		NOT TO SCALE	
				Revision	

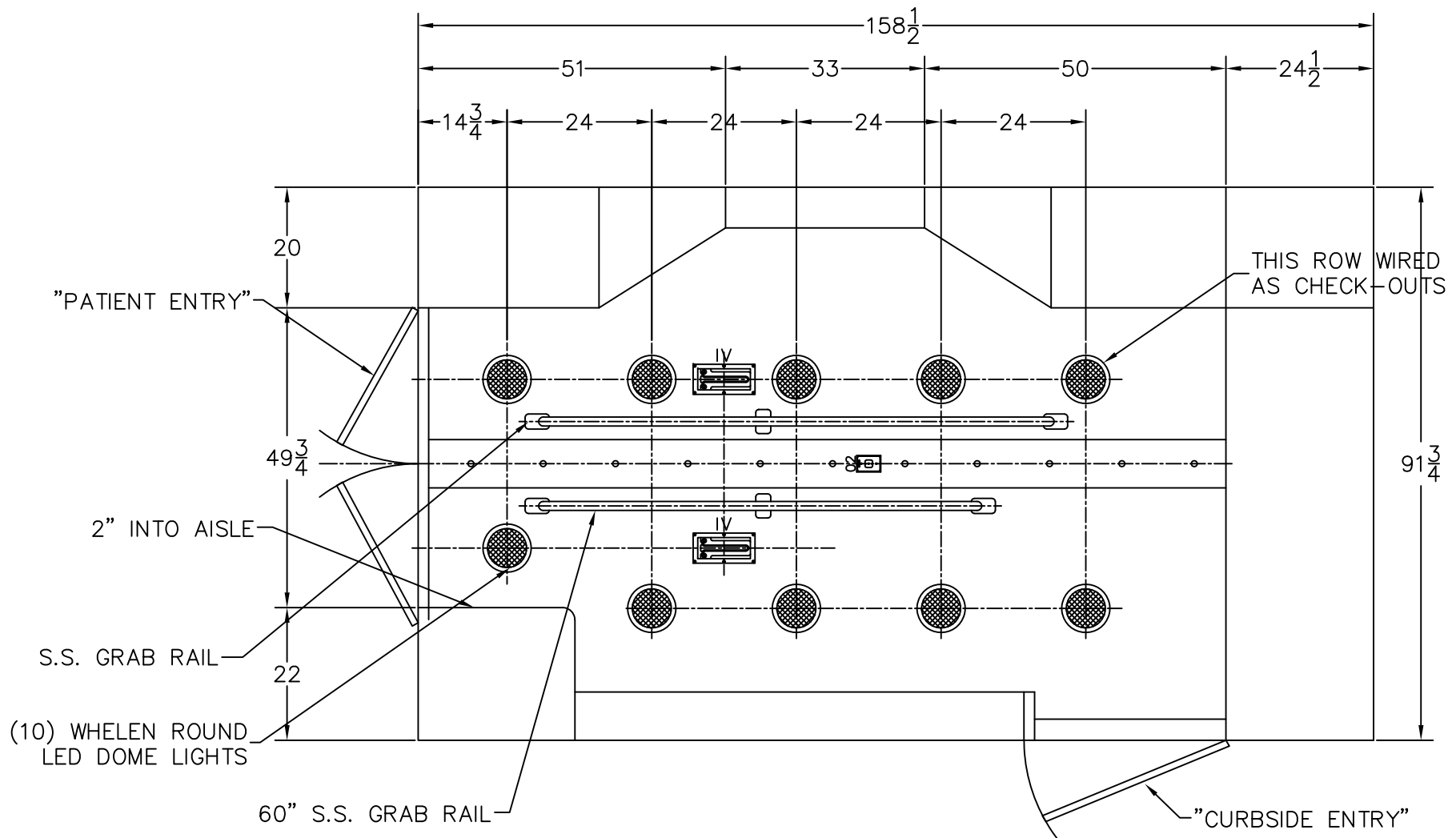


NOTES: THIS DRAWING IS NOT TO SCALE.
CHARACTERISTICS AND DIMENSIONS OF FINISHED PRODUCT MAY VARY.

NOTES: CABINET DEPTHS REPRESENT DIMENSION FROM
INSIDE REAR TO FRONT FACE OF CABINETS, WITHOUT TRIM.
ACTUAL WORKING DEPTH WILL BE LESS THAN DIMENSION
SHOWN UNLESS OTHERWISE SPECIFIED.

Stock/Job#:	J3384	Drawing#	J3384-104	Cust. App'v/Date#	Deal'r App'v/Date:		
Osage Dealer:	KODIAK	Osage Industries, Inc.					
End Customer:	KODIAK STOCK						
TWIN RIDGE ROAD		P.O. BOX 718		LINN, MO. 6505			
NOTICE		Drawn By:	S.A.H.	Date:	05-23-22	Scale:	NOT TO SCALE
This drawing and/or the information hereon is the exclusive property of Osage Industries and shall not be reproduced, used or disclosed without the authorized written consent of Osage Industries.		Drawing Description:					Revision#
		REARWARD INTERIOR					1
		TYPE-III SUPER-WARRIOR, G4500					
		Page 36 of 312					

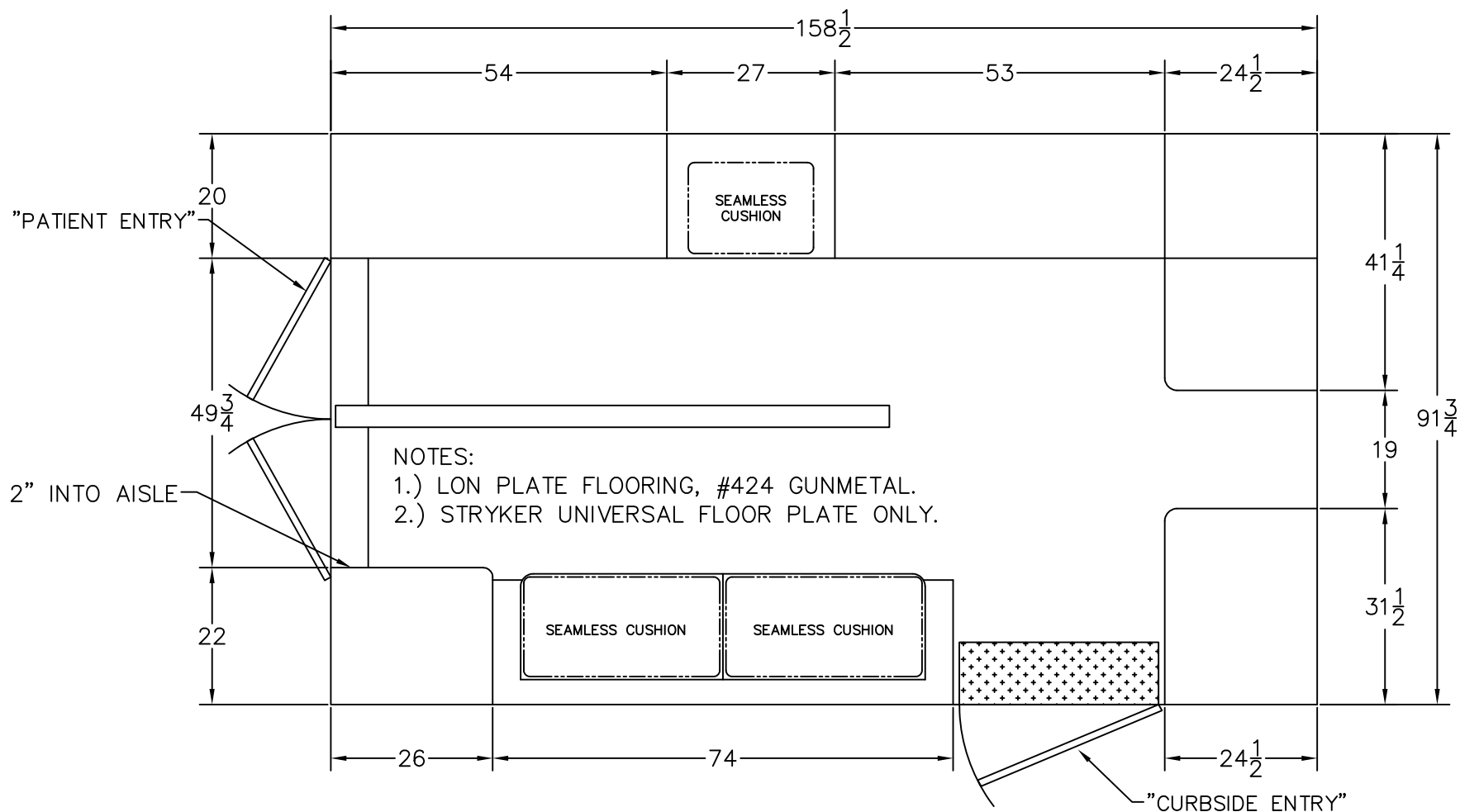
3				
2				
1	PRODUCTION DRAFT	05-23-22	SAH	.
Rev.#	Revision Description	Date	Rev'd	App'vd



NOTES: THIS DRAWING IS NOT TO SCALE.
CHARACTERISTICS AND DIMENSIONS OF FINISHED
PRODUCT MAY VARY.

Stock/Job#:	J3384	Drawing#	J3384-105	Cust. App'v/Date#	Deal'r App'v/Date:
Osage Dealer:	KODIAK	Osage Industries, Inc. TWIN RIDGE ROAD P.O. BOX 718 LINN, MO. 6505			
End Customer:	KODIAK STOCK				
NOTICE This drawing and/or the information hereon is the exclusive property of Osage Industries and shall not be reproduced, used or disclosed without the authorized written consent of Osage Industries.		Drawn By:	S.A.H.	Date:	05-23-22
		Drawing Description:		NOT TO SCALE	
		CEILING LAYOUT TYPE-III SUPER-WARRIOR, G4500			Revision#
					1

Rev.#	Revision Description	Date	Rev'd	App'vd
3				
2				
1	PRODUCTION DRAFT	05-23-22	SAH	.



NOTES: THIS DRAWING IS NOT TO SCALE.
CHARACTERISTICS AND DIMENSIONS OF FINISHED
PRODUCT MAY VARY.

Stock/Job#:	J3384	Drawing#	J3384-106	Cust. App'v/Date#	Deal'r App'v/Date:
Osage Dealer:	KODIAK	Osage Industries, Inc. TWIN RIDGE ROAD P.O. BOX 718 LINN, MO. 6505			
End Customer:	KODIAK STOCK				
NOTICE		Drawn By:	S.A.H.	Date:	05-23-22
This drawing and/or the information hereon is the exclusive property of Osage Industries and shall not be reproduced, used or disclosed without the authorized written consent of Osage Industries.		Drawing Description:			Revision#
		FLOOR LAYOUT TYPE-III SUPER-WARRIOR, G4500			1

3				
2				
1	PRODUCTION DRAFT	05-23-22	SAH	.
Rev.#	Revision Description	Date	Rev'd	App'vd

OSAGE AMBULANCE 2024 WARRIOR ORDER FORM

LAST UPDATED 04/18/2022

Dealer Name: Kodiak Emergency Vehicles

Salesperson: Matt Creech

Chassis Type: 2024 G4500

Osage Unit #: J3384

Qty	
	CHEVROLET G-SERIES TYPE III
<u>1</u>	Chevy G4500, 159" WB - Gas EST
<u>1</u>	Chevrolet 2168 Super Warrior

MODULE

- Warrior: 148"L x 68" Headroom
- Super Warrior: 168"L x 72" Headroom
- Aluminum Diamond Plate Running Boards
- Rear Mud Flaps
- Totally "Seamless" Body Construction
- Exterior Side & Roof Panels .125" Aluminum
- One-Piece Exterior Side Panels
- One-Piece Crowned Roof
- Frame Members 2" x 2" Aluminum Tubing
- Frame Members on 12" Centers or Less
- Diamond Plate Shields:
 - Across Lower Rear of Body
 - Across Lower Front of Body
 - Lower 1/3 of Entry Doors
- All Exterior Doors "Pan-Formed" / Extruded Double Break Construction
- All Body Openings "Seamless"
- All Door Latches Mounted Behind Gaskets
- Exterior Compartment @ Front Left for Storage of Oxygen Tank and Back Boards
- Exterior Compartment Adjustable Shelving
- Exterior Compartment Lighting
- Cast "Grabber" Door Holders
- Lower Body Impact Rub Rails
- Polished Stainless Steel Fenderettes
- Flip-up Rear Step Bumper w/ 4" x 18" Dock Bumpers
- Automotive Undercoating

WARNING SYSTEM

- Two Red Whelen ION-T Mounted in grill
- Four Red Whelen ION-T Intersection Lights Mounted in Front and Rear Fenders
- Eight Red LED Whelen 9x7 Modular Lights
- One Clear LED Whelen 9x7 Front Modular Light
- One Amber LED Whelen 9x7 Rear Modular Light
- Two LED Whelen 9x7 Scene Lights Per Side
- Two LED Whelen 9x7 Rear Load Lights
- Primary / Secondary Switching
- Whelen 295 SLSA1 Siren
- Siren / Horn Switch
- Cast Siren Speaker
- Rear DOT Lighting Whelen LED 4x6 w/ Chrome Flanges: Red Tail / Brake, Amber Arrow Turn
- Reverse are LED

PAINT & MARKINGS

- 8" Belt Line Paint Stripe
- Base Coat / Clear Coat Modular Paint
- "No Smoking" & "Fasten Seat Belt" Signs
- Ambulance / Star-of-Life Decals

ELECTRICAL

- Digital Voltmeter
- Audible Low-Voltage Alarm
- Weldon V-Mux Electrical System w/ Load Management & Sequencing System
- Wiring Color-Coded and Heat Embossed Every 6" w/ Function
- Power Distribution Panel Easily Accessible Via Hinged Access Door in Action Area
- One Piece Molded Front Switch Console
- Hinge Mounted Attendant Switch Console
- Control Console Backlighting Dimmer
- Battery Switch Activated via Ignition Switch
- Open Door Warning Light
- Hand Held 300,000 CP Spotlight
- Whelen Dual Intensity LED Patient Compartment Dome Lights
- Exterior Weatherproof Shoreline Receptacle
- Two Interior 110V Duplex Receptacles
- Two Interior 12V Cigar Style Receptacles
- One Pre-Wire Antenna Cable
- Electrical Back-up Alarm

INTERIOR

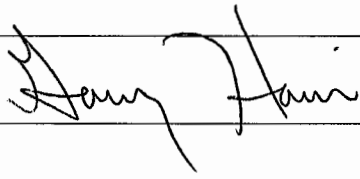
- All Vertical Corners 1" Radii
- Stainless Steel Aisle Panel, Left Side, Full Length x 18" x .060"
- Lon-Plate, non skid Vinyl Flooring Rolled 3" Up Both Sides of the Aisle
- R-29 Reflectics Insulation Through-out Module
- Thermostatically Controlled Patient Compartment Heat & Cool System
- 3-Speed Manual Fan Control
- Rear Heat & Cool Unit Mounted Floor Level;

- EMT Seat, Pedestal Mounted Deluxe
Seamless Vinyl Captains Chair w/3-Pt Belt
- CPR Seat, three piece, molded contoured cushions
- Squad Bench
- Retractable Seat Belts for All Locations
- Handicap Style, 1 1/2" Diameter, Full Length, Stainless Steel Overhead Grab Rail. This Rail shall be treated with Agion Anti-Bacterial Coating.
- Handicap Style, 1 1/2" Diameter, Stainless Steel Door Pulls on Patient Compartment Doors. These Bars shall be treated with Agion Anti-Bacterial Coating.
- Padded Bulk-Head Cabinet Doors
- ALS Compartment w/ In/Out Access
- 2 Adjustable Shelves in ALS
- * Moisture Drains Directly Through Floor
- * Short Coolant Circulation Distance
- * Eliminates Vertical Circulation of Coolant
- * Unit Easily Accessible for Maintenance
- Overhead Air Distribution w/ Floor Level Filtered
Air Return for Optimum Circulation
- Two Recessed, Swing-up Dual IV Hangers
- "Zico" Retaining Bracket for Oxygen "M" Cyl
- Three "Ohio" Oxygen Outlets
- SSCOR Suction System
- Locking Sharps Container (Shipped Loose)
- Locking Drug Compartment
- Digital Clock
- Stryker "Performance Load" Cot Fastener
- **Seamless Seat Cushions**

22	D	W-01	Chrome Flanges for 9 x 7 (per light)
2	A	W-05	Chrome Flanges for ION
4		W-15	Additional 900 Solid LED, R, B or A - 2 on module front, 2 window level in back w brake override
2		W-19	Additional 900 R/C or B/C LED - front of module
2		W-54	Whelen ION-T, All or 1/2 Clr (all clear, grill) WIRE AND SHIP LOOSE
1		W-77	295 HFSC9 Dual Tone
1	C	E-01	Pre-Wire for Vanner Inverter with Remote Switch
1		E-09	Upgrade to Kussmaul Auto Eject Shoreline Plug, 20 Amp
1		E-11	Shoreline Indicator at Shoreline
4		E-12	110 V Outlet, Additional per Outlet
4			12V DC Outlet, Cigar Style, Additional per Outlet Note: Outlets will be Ignition Hot unless otherwise specified
		E-13	
1		E-15	Dual USB Outlet
1		E-21	Interior Cabinet Lighting w/On/Off Switch Mounted in Action Panel (Strip LED) (BLUE , one with mod power)
2		E-28	Additional Dome Lights (Add to Cost of Upgrade Light, if Ordered)
2	A	E-33	Extra Switch & Pre-Wire (Separate From V-MUX System)
1		E-34	Hidden Switch in Grill for Door Locks
1		E-37	Antenna Pre-Wire, (additional per Pre-Wire) To rear action area
2		E-38	Pre-Wire & Ground for Radio, (additional per Pre-Wire) One under front console and other in action area, total of 2
1		E-46	Warning Lights in Secondary w/Park Brake or Park ("Park" n.a. on some chassis) (PARK)
1		E-47	Park Brake Override Switch
1		E-51	Up to 10 Speeds on Exhaust Fans (Off-On is Standard) (OFF- HIGH-MED-LOW)
1		E-53	Custom Flash Patterns (Specify on Page 9)
1		E-54	Rear Flashers on in Reverse (Specify on Page 9)
1		E-55	Side Scene on in Reverse
1		E-56	Brake Override
1		E-81	Safety Vision Color Reverse Camera
1		M-10	Stryker Universal Floor Plate Only, wired for new power load.
1		M-17	Additional O2 Outlet Over Squad Bench
1		M-21	Electric O2 Solenoid w/Switch
3			6-Point Seat Belt, Per Position Note: Specify Color (If no color is chosen, black will be provided: I-20 Black X Orange Red Yellow
1			Dual Drink Holders
1		I-28	Radio/Notebook Cabinet in Cab (Standard Design) (<i>Standard in T-I's</i>)
1		I-41	Angled Cabinets Forward and AFT of CPR Seat
2	A	I-51	Track-Type Adjustable Shelves in Interior Cabinets, (per shelf)
1		I-57	Monitor Shelf to the Rear of the CPR Seat
1		I-59	Glove Storage Over Side Entry Door FOUR (4) GLOVE SIZES
1		I-62	Recessed Suction in Left Aisle Wall (No Door)
1		I-63	Door For Above
2	A	I-65	Café Double Doors, (Warrior)
1		I-69	Lock on Interior Cabinet
1	C		Speckled Gray
1	A	I-89	Additional Grab Rail Over Squad Bench (shorter 60")
1			A-Bar w/Sharps & Waste @ Head of Squad Bench, SS Removable (Warrior Models Only) This Bar shall be treated with Agion Anit-Bacterial
1		I-91	Coating
1			Make cabinet above ALS the same width as the ALS
1		EX-05	Change Exterior Compartment Size (#5) Deepen #5 2" into Aisle (NOTE: Only 1 1/2" Available on Sprinter for 17
1		EX-08	3/4" I.D. Depth.)
1	D	EX-19	Adjustable Shelving Unit in Exterior Compartment w/One Shelf up tp 12" wide #5
1	A	EX-21	Adjustable Shelving Unit in Exterior Compartment w/One Shelf 30"-48" wide #4
1	A	EX-24	Additional Shelf in Exterior Compartment 30"-48" wide #2
1		EX-66	Divider & Fixed Shelf in #1 or #5 (#1)
1		MS-01	Credit for Shipping Spare Tire Loose
1		MS-05	Delete Decal Package



FUNDS VERIFICATION FORM

<u>DEPARTMENT:</u> DPW
<u>FUND NAME:</u> Capital Outlay Motor Vehicle
<u>ACCOUNT NUMBER/S:</u> 661-572-971.138 FY 24/25
<u>PURPOSE FOR REQUEST:</u> Replacement of ambulance
<u>AMOUNT OF EXPENDITURE:</u> \$375,000
<u>SIGNATURE OF DEPARTMENT HEAD:</u> 
<u>FUNDS CURRENTLY AVAILABLE:</u> \$375,000.00 budgeted in FY 24/25
<u>FINANCE DEPARTMENT APPROVAL:</u> 
<u>DATE:</u> 6/18/2024



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 24, 2024**

Item No. C.

General Description: Sole Source Agreement ESRI Software and Maintenance

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: Sole Source Agreement ESRI Software and Maintenance
DATE: June 20, 2024

I concur with the recommendation of Steve Dudek, Technology Services Director and Christina Parker, Purchasing Director, and respectfully request City Council authorize the Sole Source Agreement with ESRI (Environmental Systems Research Institute) for the annual cost of \$13,160.00, with an additional request to continue with the agreement for subsequent fiscal years for the life of the software or until the cost is no longer able to be budgeted for and the increase in the annual cost does not exceed CPI (Consumer Price Index).

Maria Farris, Finance Director has verified that funds for this acquisition will be available FY24/25 in the Tech Service, Public Safety, General Fund, Water/Sewer & Motor Vehicles (664-228-931.000, 664-572-931.000, 592-590-931.000, 592-591-931.000, 101-191-931.000, 104-441-931.000, 205-301-931.000, 101-171-931.000, 101-265-931.000, 101-371-931.000).

Motion by _____, supported by _____, to concur with the Administration, and authorize the Sole Source Agreement with ESRI (Environmental Systems Research Institute) for the annual cost of \$13,160.00, with an additional request to continue with the agreement for subsequent fiscal years for the life of the software or until the cost is no longer able to be budgeted for and the increase in the annual cost does not exceed CPI (Consumer Price Index).



MEMORANDUM

DATE: June 18, 2024
TO: Mayor Robert McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Sole Source Agreement ESRI Software and Maintenance

Under the terms of Chapter 39 of the City of Romulus Code of Ordinances (Section 39-11(d)(1)c.1., Exceptions to Competition-Sole Source Purchase-only one known source that can provide the commodity), I respectfully request that Council authorize the sole source purchase of ESRI Annual Software Maintenance and Support in the amount of \$13,160.00 for the FY24/25 and future fiscal years while this product is used in its current form.

ESRI Software is used currently used throughout the city in programs such as, City Works, ArcGIS, and Pontem Cemetery. This software was originally implemented August 28, 2009 via resolution 09-282 and an upgrade was last approved April 9, 2018 via resolution 18-131. With expanding software and additional costs another approval from city council is needed and appropriate at this time.

It is the recommendation of Technology Services Director Steve Dudek and myself to proceed with the continuation of this maintenance agreement. If you concur, please request Council's permission to enter into a Sole Source Agreement with ESRI (Environmental Systems Research Institute) for the annual cost of \$13,160.00. Additionally it is requested the city continue with this agreement for subsequent fiscal years for the life of the software or until the cost is no longer able to be budgeted for and the increase in the annual cost does not exceed CPI (Consumer Price Index).

Maria Farris, Financial Services Director, has verified the funds will be available FY24/25. Tech Service, Public Safety, General Fund, Water/Sewer & Motor Vehicles (664-228, 664-572, 592-590, 592-591, 101-191, 104-441, 205-301, 101-171, 101-265, 101-371). All funds/departments will be using the maintenance service suffix (931.000).

If I can be of any further assistance please contact me.

Christina Parker

Christina Parker
Purchasing Director

INTEROFFICE MEMORANDUM

TO: Christina Parker, Purchasing Director
FROM: Stephen E. Dudek, Technology Services Director
SUBJECT: ESRI Annual Software Maintenance and Support
DATE: June 18, 2024

I am requesting to get the ESRI Annual Software Maintenance and Support approved for Fiscal Year 2024/2025. Changes to the software subscriptions have changed for this year, and with price increases puts it over the threshold for Council Approval.

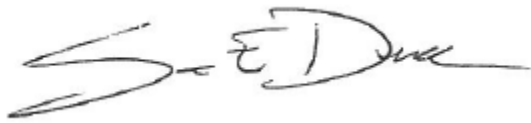
ESRI software is sole source, as they are the only vendor of the software and its licensing. Council originally approved the purchase of the software under Council Resolution #09-282.

I am also requesting that City Council approve the maintenance and support while we continue to use the product in current form. The moneys have been budgeted and approved in the several accounts for various departments budgeted under Maintenance Services.

If you concur with my recommendation, please present to City Council for their approval.

If you require any additional information, please do not hesitate to contact me.

Thank you,

A handwritten signature in black ink, appearing to read "S. E. Dudek". The signature is fluid and cursive, with the first name "Stephen" and last name "Dudek" being more legible than the middle initial "E".

Stephen E. Dudek
Technology Services Director
City of Romulus



SOLE SOURCE LETTER
Environmental Systems Research Institute, Inc. (Esri)
380 New York Street
Redlands, CA 92373
E-mail: jricks@esri.com

DATE: June 7, 2024

TO: City of Romulus

FROM: Jackie Ricks, Esri Contracts Specialist I/Contracts & Legal Department

RE: Esri Sole Source Justification for Software Maintenance/Renewal
Esri Quote No. 26203137

This letter confirms that Esri, as owner and manufacturer, is the sole-source provider of **software maintenance** (technical support plus Esri software updates/upgrades) for the customer's existing software in the United States.

If you have further questions, please contact me at 909-793-2853, extension 1-1990.

Kind regards,


Jackie Ricks

SOLE SOURCE LETTER - NONFEDERAL
Environmental Systems Research Institute, Inc. (Esri)
380 New York Street
Redlands, CA 92373



DATE: January 18, 2024

TO: Whom It May Concern

FROM: Jackie Ricks, Esri Contracts Specialist I/Contracts & Legal Department

RE: Esri Sole Source Justification for Geographic Information System Software

This letter confirms that Esri is the sole-source provider of Esri products and related maintenance services in the U.S. commercial, state, and local government marketplace, subject to the disclosures set forth below.

Esri has authorized certain resellers to resell sole source products, including Esri enterprise agreements, to state agencies of the State of California only under the California Software License Program (SLP). Esri distributes Esri software licenses in combination with non-Esri hardware, software or services through open-market value-added resellers, system integrators and OEMs. Esri also distributes Esri software licenses, subscriptions, and subscription renewals separately or in combination with non-Esri software or services through resellers to customers that provide architectural, engineering, and construction services. On request, Esri will provide open-market quotes for Esri products and maintenance to pass-through customer-designated resellers.

If you have further questions, please contact me at jricks@esri.com.

A handwritten signature in blue ink that reads "J. Ricks". Below the signature, the name "Jackie Ricks" is printed in a small, black, sans-serif font.

Jackie Ricks



Esri Inc
380 New York Street
Redlands CA 92373

Subject: Renewal Quotation

Date: 05/30/2024
To: Stephen Dudek
Organization: City of Romulus
Technology Services
Fax #: 734-941-2122 **Phone #:** 734-955-8840

From: Cameron Usher
Fax #: 909-307-3083 **Phone #:** + 19093695702 Ext. 5702
Email: cusher@esri.com

Number of pages transmitted
(including this cover sheet): 4

Quotation #26203137
Document Date: 03/18/2024

Please find the attached quotation for your forthcoming term. Keeping your term current may entitle you to exclusive benefits, and if you choose to discontinue your coverage, you will become ineligible for these valuable benefits and services.

If your quote is regarding software maintenance renewal, visit the following website for details regarding the maintenance program benefits at your licensing level
<http://www.esri.com/apps/products/maintenance/qualifying.cfm>

All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your coverage at a later date.

Please note: Certain programs and license types may have varying benefits. Complimentary User Conference registrations, software support, and software and data updates are not included in all programs.

Customers who have multiple copies of certain Esri licenses may have the option of supporting some of their licenses with secondary maintenance.

For information about the terms of use for Esri products as well as purchase order terms and conditions, please visit
<http://www.esri.com/legal/licensing/software-license.html>

If you have any questions or need additional information, please contact Customer Service at 888-377-4575 option 5.



esri[®]

380 New York Street
Redlands, CA 92373
Phone: + 190936957025702
Fax #: 909-307-3083

Quotation

Date: 03/18/2024

Quotation Number: 26203137

Contract Number: 318946

City of Romulus
Technology Services
11111 Wayne Rd
Romulus MI 48174-1472

Attn: Stephen Dudek

Email: sdudek@romulusgov.com

Phone: 734-955-4505

Customer Number: 406056

For questions regarding this document, please contact Customer Service at 888-377-4575.

Send Purchase Orders To:

Environmental Systems Research Institute, Inc.
380 New York Street
Redlands, CA 92373-8100

**Please include the following remittance address
on your Purchase Order:**

Environmental Systems Research Institute, Inc.

Item	Qty	Material#	Unit Price	Extended Price
10	8	97444 ArcGIS Engine Single Use without Extension Maintenance Start Date: 07/01/2024 End Date: 06/30/2025	110.00	880.00
1010	38	153147 ArcGIS Online Viewer Annual Subscription Start Date: 07/01/2024 End Date: 06/30/2025	110.00	4,180.00
2010	1	153148 ArcGIS Online Creator Annual Subscription Start Date: 07/01/2024 End Date: 06/30/2025	550.00	550.00
3010	5	165531 ArcGIS Online Editor Annual Subscription	220.00	1,100.00

Please note Esri has introduced a price change and this quote reflects current pricing for your organization. It is important to us that we are able to continue to deliver value through enhancements to products, solutions, and capabilities.

Your renewal provides access to all the benefits you are familiar with, which you can review at <https://go.esri.com/maintenance>
For questions related to the price change, please reach out to your assigned Esri Account Manager.

Quotation is valid for 90 days from document date.

Any estimated sales and/or use tax has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state taxes directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

To expedite your order, please reference your customer number and this quotation number on your purchase order.



esri[®]

380 New York Street
Redlands, CA 92373
Phone: + 190936957025702
Fax #: 909-307-3083

Quotation

Page 2

Date: 03/18/2024

Quotation Number: 26203137

Contract Number: 318946

Item	Qty	Material#	Unit Price	Extended Price
------	-----	-----------	------------	----------------

Start Date: 07/01/2024

End Date: 06/30/2025

4010	2	165533	385.00	770.00
ArcGIS Online Mobile Worker Annual Subscription				
Start Date: 07/01/2024				
End Date: 06/30/2025				

5010	1	165537	4,150.00	4,150.00
ArcGIS Online GIS Professional Advanced User Type Annual Subscription				
Start Date: 07/01/2024				
End Date: 06/30/2025				

5020	2	165535	765.00	1,530.00
ArcGIS Online GIS Professional Basic User Type Annual Subscription				
Start Date: 07/01/2024				
End Date: 06/30/2025				

Item Subtotal	13,160.00
Estimated Tax	0.00
Total	USD 13,160.00

DUNS/CEC: 06-313-4175 CAGE: 0AMS3



esri[®]

380 New York Street
Redlands, CA 92373
Phone: + 190936957025702
Fax #: 909-307-3083

Quotation

Page 3

Date: 03/18/2024

Quotation No: 26203137

Customer No: 406056

Contract No: 318946

Item Qty Material#

Unit Price

Extended Price

Renew online by using a credit card, purchase order, or by requesting an invoice at
<https://www.esri.com/en-us/quote-order/renew>.

If there are any changes required to your quotation please respond to this email and indicate any changes in your invoice authorization.

If you choose to discontinue your support, you will become ineligible for support benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your support coverage at a later date.

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <http://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <http://assets.esri.com/content/dam/esrisites/media/legal/ma-full/ma-full.pdf> apply to your purchase of that item. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <http://www.esri.com/en-us/legal/terms/state-supplemental> apply to some state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, EA, GSA, BPA) on your ordering document.



FUNDS VERIFICATION FORM

DEPARTMENT: Technology Services

FUND NAME: Tech Services, Public Safety, General Fund
Water/Sewer & Motor Vehicle

ACCOUNT NUMBER/S: 664-228, 664-572, 592-590, 592-591, 101-191, 101-441, 205-301, 101-171, 101-265, 101-371.
All funds/departments will be using the maintenance services suffix 931.000

PURPOSE FOR REQUEST: Renewal for Sole Source Annual Software Maintenance & Support for ESRI Software used throughout the City (Cityworks Online, ArcGIS, Pontem Cemetery)

AMOUNT OF EXPENDITURE: \$13,160 FY 24/25 and to be budgeted in future fiscal years

SIGNATURE OF DEPARTMENT HEAD:

FUNDS CURRENTLY AVAILABLE: \$285,995.00 between all funds

FINANCE DEPARTMENT APPROVAL:

DATE: 6/18/2024



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 24, 2024**

Item No. D.

General Description: Piggyback on MiDeal Contract for Dell PowerEdge R450 Server

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 #071B6600111 Dell PowerEdge R450 Server
DATE: June 20, 2024

I concur with the recommendation of Stephen Dudek, Technology Services Director, and Christin Parker, Purchasing Director, and respectfully request Council's authorization to piggyback on the MiDeal Contract #071B6600111 for the purchase of a Dell PowerEdge R450 Server for the BS&A Software for a total of \$13,496.58.

Gary Harris, Assistant Finance Director, has verified that funds for this purpose are available in the FY24/25 Capital Outlay Fund Machinery & Equipment Expense account #664-228-971.138.

Motion by _____, supported by _____, to concur with the administration and consent to piggyback on the MiDeal Contract #071B6600111 for the purchase of a Dell PowerEdge R450 Server for the BS&A Software for a total of \$13,496.58.



MEMORANDUM

DATE: June 18, 2024
TO: Mayor Robert McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Piggyback MiDeal Program Contract#071B6600111Dell PowerEdge R450 Server

Steve Dudek, Director of Technology Services is requesting to purchase a Dell PowerEdge R450 Server for the BS&A Software to replace the current out of date and unsupported server since March 2022 by piggybacking on the State of Michigan through its MiDeal Program who competitively requested bids for this extendable contract, #071B6600111. The contract for hardware and software was awarded to Dell Marketing L.P. for a term from July 15, 2016 through July 31, 2026. Purchases of products on this contract will grant the city a discounted percentage off the list price, depending on the product. The products and services we will be offered under this extendable contract will be offered at a significantly lower price than the price we could obtain on our own.

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."

Council originally approved the purchase of this service under Council Resolution #14-415 as part of an acquisition of the BS&A Financial Management System Software.

It is the recommendation of myself and Technology Services Director, Steve Dudek to proceed with this purchase. If you concur, please request Council's permission to piggyback on the State of Michigan MiDeal Program contract #071B6600111 for the purchase of a Dell PowerEdge R450 Server for the BS&A Software for a total of \$13,496.58

Gary Harris, Assistant Finance Director, has verified that funds for this purpose are available in FY24/25 in the Capital Outlay Fund Machinery & Equipment Expense account (664-228-971.138).

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

Christina Parker

Christina Parker
Purchasing Director

INTEROFFICE MEMORANDUM

TO: Christina Parker, Purchasing Director
FROM: Stephen E. Dudek, Technology Services Director
SUBJECT: Replacement Hardware for BS&A Software Server
DATE: June 18, 2024

I am requesting to get the purchase of a replacement of a server that runs the BS&A Software applications. The server was originally purchased in 2015 and has been out of support since March of 2022 and needs to be replaced.

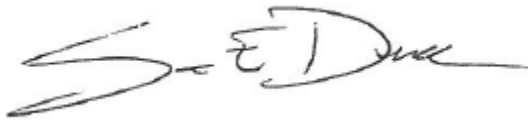
Council originally approved the purchase of the server under Council Resolution #14-415 as part of the acquisition of the BS&A Financial Management Systems Software Solution.

The moneys have been budgeted and approved in the several accounts for various departments budgeted under Capital Outlay – Machinery & Equipment.

If you concur with my recommendation, please present to City Council for their approval.

If you require any additional information, please do not hesitate to contact me.

Thank you,

A handwritten signature in black ink, appearing to read "S-E Dudek". The signature is stylized with a large "S" and "E" followed by a cursive "Dudek".

Stephen E. Dudek
Technology Services Director
City of Romulus



A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No.	3000169649363.1	Sales Rep	Emmie Sweeting
Total	\$13,496.58	Phone	(800) 456-3355, 80000
Customer #	81062508	Email	Emmie.Sweeting@Dell.com
Quoted On	Dec. 06, 2023	Billing To	ACCOUNTS PAYABLE
Expires by	Jan. 05, 2024		CITY OF ROMULUS
Contract Name	Dell Midwestern Higher Education Compact (MHEC) Master Agreement		11111 WAYNE RD
Contract Code	C000000979569		ROMULUS, MI 48174-1485
Customer Agreement #	MHEC-04152022		
Solution ID	18549963.1		

Message from your Sales Rep

Dell Technologies is committed to transforming businesses, shaping the future of innovation and developing technologies to drive human progress. For any questions on systems or promotions, please reach out to the sergey.crismon@Dell.com (512 - 513 - 8796)

Regards,
Emmie Sweeting

Shipping Group

Shipping To	Shipping Method
LINDA SHOATE CITY OF ROMULUS 11111 WAYNE RD ROMULUS, MI 48174 (734) 955-4505	Standard Delivery

Product	List Price	Unit Price	DOLQuantity	Subtotal
PowerEdge R450 Tailor Made Instant Saving - [pe_r450_tm]	\$39,154.57	\$13,496.58	65.53% 1	\$13,496.58

Subtotal:	\$13,496.58
Shipping:	\$0.00
Environmental Fee:	\$0.00
Non-Taxable Amount:	\$13,496.58
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00

Total:	\$13,496.58
---------------	--------------------

Maximize your new
technology on day one

Dell ProDeploy Suite



[Learn More](#)

Shipping Group Details

Shipping To

LINDA SHOATE
CITY OF ROMULUS
11111 WAYNE RD
ROMULUS, MI 48174
(734) 955-4505

Shipping Method

Standard Delivery

	Unit Price	Quantity	Subtotal
PowerEdge R450 Tailor Made Instant Saving - [pe_r450_tm]	\$13,496.58	1	\$13,496.58
Estimated delivery if purchased today: Dec. 19, 2023 Contract # C000000979569 Customer Agreement # MHEC-04152022			
Description	Unit Price	Quantity	Subtotal
PowerEdge R450 Server	-	1	-
2.5 Chassis	-	1	-
SAS/SATA Backplane	-	1	-
Trusted Platform Module 2.0 V3	-	1	-
8x2.5" (SAS/SATA) 2 CPU	-	1	-
Intel Xeon Silver 4309Y 2.8G, 8C/16T, 10.4GT/s, 12M Cache, Turbo, HT (105W) DDR4-2666	-	1	-
Intel Xeon Silver 4309Y 2.8G, 8C/16T, 10.4GT/s, 12M Cache, Turbo, HT (105W) DDR4-2666	-	1	-
Additional Processor Selected	-	1	-
Heatsink for CPU less or equal 165W	-	1	-
Heatsink for CPU less or equal 165W	-	1	-
Performance Optimized	-	1	-
3200MT/s RDIMMs	-	1	-
Unconfigured RAID	-	1	-
PERC H755 SAS Front	-	1	-
Front PERC Mechanical Parts, front load	-	1	-
Power Saving Dell Active Power Controller	-	1	-
UEFI BIOS Boot Mode with GPT Partition	-	1	-
Standard Fan x7	-	1	-
Dual, Hot-plug, PSU (1+1), 800, Mixed Mode TM	-	1	-
Riser Config 1, 2x16LP	-	1	-
PowerEdge R450 Motherboard with Broadcom 5720 Dual Port 1Gb On-Board LOM	-	1	-
No OCP 3.0 mezzanine NIC card, Blank Filler Only	-	1	-
Standard Bezel	-	1	-
Dell EMC Lugage Tag (x8)	-	1	-
BOSS Riser for R450/R650xs	-	1	-
BOSS controller card + with 2 M.2 Sticks 480GB (RAID 1)	-	1	-
Windows Server 2022 Standard,16CORE,FI,No Med,No CAL, Multi Language	-	1	-

Windows Server 2022 Standard,16CORE,DF Recovery Image, Multi Lang, (Downgrade not included)	-	1	-
Windows Server 2022 Standard,16CORE,Media Kit, Multi Lang, (Downgrade not included)	-	1	-
Windows Server 2022 Standard,No Media,WS2016 Std Downgrade DF Media, Multi Language	-	1	-
Windows Server 2022 Standard,No Media, WS2016 Std Downgrade w/DVD Media,Multi Lang	-	1	-
Windows Server 2022 Standard,No Media,WS2019 Std Downgrade DF Media, Multi Language	-	1	-
Windows Server 2022 Standard,No Media, WS2019 Std Downgrade w/DVD Media,Multi Lang	-	1	-
OpenManage Enterprise Advanced	-	1	-
iDRAC9, Enterprise 15G	-	1	-
No Quick Sync	-	1	-
iDRAC,Factory Generated Password	-	1	-
iDRAC Service Module (ISM), NOT Installed	-	1	-
iDRAC Group Manager, Disabled	-	1	-
A11 drop-in/stab-in Combo Rails Without Cable Management Arm	-	1	-
Cable Management Arm	-	1	-
No Internal Optical Drive	-	1	-
No Systems Documentation, No OpenManage DVD Kit	-	1	-
PowerEdge R450 Shipping	-	1	-
PowerEdge R450 x8 Short Drive Shipping Material	-	1	-
PowerEdge 1U CCC Marking, No CE Marking	-	1	-
Dell/EMC label (BIS) for Chassis	-	1	-
Dell Hardware Limited Warranty Plus Onsite Service	-	1	-
ProSupport Plus Mission Critical 4-Hour 7x24 Onsite Service with Emergency Dispatch 3 Years	-	1	-
ProSupport Plus Mission Critical 4-Hour 7x24 Onsite Service with Emergency Dispatch 2 Years Extended	-	1	-
ProSupport Plus Mission Critical 7x24 Technical Support and Assistance 5 Years	-	1	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit //www.dell.com/contactdell	-	1	-
Dell Limited Hardware Warranty Plus Service, Extended Year(s)	-	1	-
Onsite Installation Declined	-	1	-
16GB RDIMM, 3200MT/s, Dual Rank	-	8	-
960GB SSD SATA Mix Use 6Gbps 512 2.5in Hot-plug AG Drive, 3 DWPD	-	8	-
Power Cord - C13, 3M, 125V, 15A (North America, Guam, North Marianas, Philippines, Samoa, Vietnam)	-	2	-

Subtotal:\$13,496.58
Shipping: \$0.00
Environmental Fee: \$0.00
Estimated Tax: \$0.00

Total:\$13,496.58

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringsspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.



FUNDS VERIFICATION FORM

DEPARTMENT:

Technology Services

FUND NAME:

Capital Outlay - Machinery & Equipment

ACCOUNT NUMBER/S:

664-228-971.138

PURPOSE FOR REQUEST:

Replacement hardware for BS&A Software application server.

AMOUNT OF EXPENDITURE:

\$13,496.58

FUNDS CURRENT YEAR AVAILABLE:

\$165,040.00 FY 24/25

FINANCE DEPARTMENT APPROVAL:

Gary Harris

DATE:

June 18, 2024



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 24, 2024**

Item No. E.

General Description: Wayne Road Sidewalk Contract with State of Michigan

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: Wayne Road Sidewalk Contract with State of Michigan – Job
Number 217281CON Project 24A0603
DATE: June 20, 2024

I concur with the recommendation of Roberto Scappaticci, DPW Director and Steve Hitchcock, City Attorney and respectfully request that Council authorize the Mayor and Clerk to enter into the attached contract with MDOT, for the construction of a sidewalk on Wayne Road from Smith Road to Van Born Road with a grant award of \$988,000.00 and a local match to be determined upon final bid.

Gary Harris, Assistant Finance Director has confirmed funds are available in the Projects in Progress account #101-444-980.000.

Motion by _____, supported by _____, to concur with the administration and authorize the Mayor and Clerk to enter into the attached contract with MDOT, for the construction of a sidewalk on Wayne Road from Smith Road to Van Born Road with a grant award of \$988,000.00 and a local match to be determined upon final bid.

CITY OF ROMULUS
DEPARTMENT OF PUBLIC WORKS

Interoffice Memorandum

TO: Mayor Robert McCraight

FROM: Roberto J. Scappaticci, Director of Department of Public Works

CC: Don Straub, Assistant Director of Public Works

DATE: June 17th, 2024

SUBJECT: Wayne Road Sidewalk Contract with State of Michigan – Job Number 217281CON, Project 24A0603

Mayor,

The City has been awarded federal funding in the amount of **\$988,431.00** for the construction of a sidewalk on Wayne Road from Smith Road to Van Born Roads. The City is required to fund the local match of remaining costs above this amount. *(Please note that page 9 will be revised by MDOT to reflect the lowest bid totals when received).*

The project will be constructed in the fall 2024 and there may be some restoration work occurring on spring of 2025. A construction schedule will be provided after the preconstruction meeting is held. This project is being bid through the Michigan Department of Transportation, not the City.

The MDOT Contract attached has been reviewed by the City Attorney's office and is approved for execution. At this time, DPW concurs with the City Attorney and recommends that the City enters into agreement with the State of Michigan on the Wayne Road Sidewalk project. Two original documents will be provided to the clerk's office for signature.

Funding for this project has been secured in the following accounts: 101-444-980.000 in fiscal 23/24.

Should there be any questions regarding this matter please feel free to contact me.

Sincerely,



Roberto J. Scappaticci, Director of Public Works

y:\admin documents\roads\beverly road_merriman_middlebelt\beverly phase ii\state contract\recommendation_memo_dpw.docx

TAP

DA

Control Section	TAU 82000
Job Number	217281CON
Project	24A0603
CFDA No.	20.205 (Highway Research Planning & Construction)
Contract No.	24-5262

PART I

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the CITY OF ROMULUS, a Michigan municipal corporation, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements, in Romulus, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated June 3, 2024, attached hereto and made a part hereof:

Concrete sidewalk construction along South Wayne Road from Van Born Road to Smith Road; including clearing, earthwork, aggregate base, culverts, underdrain, steel reinforced concrete culvert and headwall, concrete curb ramps, curb and gutter, guardrail, countdown pedestrian signals, pushbuttons, permanent signing and pavement markings; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of transportation enhancement activities; and

WHEREAS, it has been determined that the PROJECT qualifies for such funding by virtue of its direct relationship with the intermodal transportation system; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

TRANSPORTATION ALTERNATIVES PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, in consideration of the premises and of the mutual undertakings of the parties and in conformity with applicable law, it is agreed:

1. The parties hereto shall undertake and complete the PROJECT in accordance with the terms of this contract.

2. The term "PROJECT COST", as herein used, is hereby defined as the cost of the physical construction necessary for the completion of the PROJECT, including any other costs incurred by the DEPARTMENT as a result of this contract, except construction engineering and inspection.

No charges will be made by the DEPARTMENT to the PROJECT for any inspection work or construction engineering.

The costs incurred by the REQUESTING PARTY for preliminary engineering, construction engineering, construction materials testing, inspection, and right-of-way are excluded from the PROJECT COST as defined by this contract.

The Michigan Department of Environment, Great Lakes, and Energy has informed the DEPARTMENT that it adopted new administrative rules (R 325.10101, et. seq.) which prohibit any governmental agency from connecting and/or reconnecting lead and/or galvanized service lines to existing and/or new water main. Questions regarding these administrative rules should be directed to EGLE. The cost associated with replacement of any lead and/or galvanized service lines, including but not limited to contractor claims, will be the sole responsibility of the REQUESTING PARTY.

3. The DEPARTMENT is authorized by the REQUESTING PARTY to administer on behalf of the REQUESTING PARTY all phases of the PROJECT including advertising and awarding the construction contract for the PROJECT or portions of the PROJECT. Such administration shall be in accordance with PART II, Section II of this contract.

Any items of the PROJECT COST incurred by the DEPARTMENT may be charged to the PROJECT.

4. The REQUESTING PARTY, under the terms of this contract, shall:

A. At no cost to the PROJECT

(1) Design or cause to be designed the plans for the PROJECT.

(2) Appoint a project engineer who shall be in responsible charge of the PROJECT and ensure that the plans and specifications are followed.

(3) Perform or cause to be performed the construction engineering, construction materials testing, and inspection services necessary for the completion of the PROJECT.

B. At least 10 days prior to any ceremony to be held in connection with the PROJECT, notify the DEPARTMENT.

C. When issuing any news release or promotional material regarding the PROJECT, give the DEPARTMENT and FHWA credit for participation in the PROJECT and provide a copy of such material to the DEPARTMENT.

The REQUESTING PARTY will furnish the DEPARTMENT proposed timing sequences for trunkline signals that, if any, are being made part of the improvement. No timing adjustments shall be made by the REQUESTING PARTY at any trunkline intersection, without prior issuances by the DEPARTMENT of Standard Traffic Signal Timing Permits.

5. The PROJECT COST shall be met in part by contributions by the Federal Government. Federal Funds shall be applied to the eligible items of the PROJECT COST up to the lesser of: (1) \$988,431 or (2) an amount such that 80 percent, the normal Federal participation ratio for such funds, is not exceeded at the time of the award of the construction contract. The balance of the PROJECT COST, after deduction of Federal Funds, shall be charged to and paid by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

Any items of PROJECT COST not reimbursed by Federal Funds shall be the sole responsibility of the REQUESTING PARTY.

6. No working capital deposit will be required for this PROJECT.

In order to fulfill the obligations assumed by the REQUESTING PARTY under the provisions of this contract, the REQUESTING PARTY shall make prompt payments of its share of the PROJECT COST upon receipt of progress billings from the DEPARTMENT as herein provided. All payments will be made within 30 days of receipt of billings from the DEPARTMENT. Billings to the REQUESTING PARTY will be based upon the REQUESTING PARTY'S share of the actual costs incurred less Federal Funds earned as the PROJECT progresses.

7. It is understood that the REQUESTING PARTY is responsible for the facilities constructed as the PROJECT and that said facilities may require special or unusual operation and/or maintenance. The REQUESTING PARTY certifies, by execution of this contract, that upon completion of construction and at no cost to the PROJECT or the DEPARTMENT, it will properly maintain or provide for the maintenance and operation of the PROJECT, making ample provisions each year for the performance of such maintenance work as may be required. Upon completion of the PROJECT, the REQUESTING PARTY shall accept the facilities constructed as built to specifications within the construction contract documents.

On projects involving the mobility for bicyclists, the REQUESTING PARTY will enact no ordinances or regulations prohibiting the use of bicycles on the facility hereinbefore described as the PROJECT and will amend any existing restrictive ordinances in this regard so as to allow

use of this facility by bicycles. No motorized vehicles shall be permitted on such facility constructed as the PROJECT except those for maintenance or emergency assistance purposes, or mobility for persons with disabilities.

On projects involving the restoration of historic facilities, the REQUESTING PARTY agrees that the project will not be awarded until the owner of such facilities has an Historic Preservation Covenant, which includes an Historic Preservation Easement, or an Historic Preservation Agreement, as appropriate, with the Michigan State Historic Preservation Office in accordance with 1995 PA 60 for the purpose of ensuring that the historic property will be preserved. The REQUESTING PARTY also agrees that such facilities shall be maintained and repaired by the REQUESTING PARTY or owner, as applicable, at no cost to the DEPARTMENT or the PROJECT, in such a manner as to preserve the historical integrity of features, materials, appearance, workmanship, and environment.

On projects which include landscaping, the DEPARTMENT, at PROJECT COST, agrees to perform or cause to be performed, the watering and cultivating necessary to properly establish the plantings for a period of two growing seasons, in general conformance with Section 815.03(I) of the DEPARTMENT'S Standard Specifications for Construction. The REQUESTING PARTY shall maintain all plantings following completion of said period of establishment.

Failure of the REQUESTING PARTY to fulfill its responsibilities as outlined herein may disqualify the REQUESTING PARTY from future Federal aid participation in Transportation Alternatives Program projects or in other projects on roads or streets for which it has maintenance responsibility. Federal aid may be withheld until such time as deficiencies in regulations have been corrected, and the improvements constructed as the PROJECT are brought to a satisfactory condition of maintenance.

8. The performance of the entire PROJECT under this contract, whether Federally funded or not, will be subject to the provisions and requirements of PART II that are applicable to a Federally funded project.

In the event of any discrepancies between PART I and PART II of this contract, the provisions of PART I shall prevail.

Buy America Requirements (23 CFR 635.410) shall apply to the PROJECT and will be adhered to, as applicable, by the parties hereto.

9. The REQUESTING PARTY certifies that it is not aware if and has no reason to believe that the property on which the work is to be performed under this agreement is a facility, as defined by the Michigan Natural Resources and Environmental Protection Act [(NREPA), PA 451, 1994, as amended 2012]; MCL 324.20101(1)(s). The REQUESTING PARTY also certifies that it is not a liable party pursuant to either Part 201 or Part 213 of NREPA, MCL 324.20126 et seq. and MCL 324.21323a et seq. The REQUESTING PARTY is a local unit of government that has acquired or will acquire property for the use of either a transportation corridor or public right-of-way and was not responsible for any activities causing a release or threat of release of any

hazardous materials at or on the property. The REQUESTING PARTY is not a person who is liable for response activity costs, pursuant to MCL 324.20101 (vv) and (ww).

10. If, subsequent to execution of this contract, previously unknown hazardous substances are discovered within the PROJECT limits, which require environmental remediation pursuant to either state or federal law, the REQUESTING PARTY, in addition to reporting that fact to the Michigan Department of Environment, Great Lakes, and Energy, shall immediately notify the DEPARTMENT, both orally and in writing of such discovery. The DEPARTMENT shall consult with the REQUESTING PARTY to determine if it is willing to pay for the cost of remediation and, with the FHWA, to determine the eligibility, for reimbursement, of the remediation costs. The REQUESTING PARTY shall be charged for and shall pay all costs associated with such remediation, including all delay costs of the contractor for the PROJECT, in the event that remediation and delay costs are not deemed eligible by the FHWA. If the REQUESTING PARTY refuses to participate in the cost of remediation, the DEPARTMENT shall terminate the PROJECT. The parties agree that any costs or damages that the DEPARTMENT incurs as a result of such termination shall be considered a PROJECT COST.

11. If federal and/or state funds administered by the DEPARTMENT are used to pay the cost of remediating any hazardous substances discovered after the execution of this contract and if there is a reasonable likelihood of recovery, the REQUESTING PARTY, in cooperation with the Michigan Department of Environment, Great Lakes, and Energy and the DEPARTMENT, shall make a diligent effort to recover such costs from all other possible entities. If recovery is made, the DEPARTMENT shall be reimbursed from such recovery for the proportionate share of the amount paid by the FHWA and/or the DEPARTMENT and the DEPARTMENT shall credit such sums to the appropriate funding source.

12. The DEPARTMENT'S sole reason for entering into this contract is to enable the REQUESTING PARTY to obtain and use funds provided by the Federal Highway Administration pursuant to Title 23 of the United States Code.

Any and all approvals of, reviews of, and recommendations regarding contracts, agreements, permits, plans, specifications, or documents, of any nature, or any inspections of work by the DEPARTMENT or its agents pursuant to the terms of this contract are done to assist the REQUESTING PARTY in meeting program guidelines in order to qualify for available funds. Such approvals, reviews, inspections, and recommendations by the DEPARTMENT shall not relieve the REQUESTING PARTY of its ultimate control and shall not be construed as a warranty of their propriety or that the DEPARTMENT is assuming any liability, control, or jurisdiction.

The providing of recommendations or advice by the DEPARTMENT or its agents does not relieve the REQUESTING PARTY and the local agencies, as applicable of their exclusive jurisdiction of any of their highways and responsibility under MCL 691.1402 et seq., as amended.

When providing approvals, reviews and recommendations under this contract, the DEPARTMENT or its agents is performing a governmental function, as that term is defined in MCL 691.1401 et seq., as amended, which is incidental to the completion of the PROJECT.

Upon completion of the PROJECT, the REQUESTING PARTY shall accept the facilities constructed as built to specifications within the contract documents. It is understood that the REQUESTING PARTY shall own the facilities and shall operate and maintain the facilities in accordance with all applicable Federal and State laws and regulations, including, but not limited to, Title II of the Americans with Disabilities Act (ADA), 42 USC 12131 et seq., and its associated regulations and standards, and DEPARTMENT Road and Bridge Standard Plans and the Standard Specifications for Construction.

13. The DEPARTMENT, by executing this contract, and rendering services pursuant to this contract, has not and does not assume jurisdiction of any REQUESTING PARTY highway for purposes of MCL 691.1402 et seq., as amended. Exclusive jurisdiction of such highway for the purposes of MCL 691.1402 et seq., as amended, rests with the REQUESTING PARTY and other local agencies having respective jurisdiction.

14. The REQUESTING PARTY shall approve all of the plans and specifications to be used on the PROJECT and shall be deemed to have approved all changes to the plans and specifications when put into effect. It is agreed that ultimate responsibility and control over the PROJECT rests with the REQUESTING PARTY and local agencies, as applicable.

15. The REQUESTING PARTY agrees that the costs reported to the DEPARTMENT for this contract will represent only those items that are properly chargeable in accordance with this contract. The REQUESTING PARTY also certifies that it has read the contract terms and has made itself aware of the applicable laws, regulations, and terms of this contract that apply to the reporting of costs incurred under the terms of this contract.

16. Each party to this contract will remain responsible for any and all claims arising out of its own acts and/or omissions during the performance of the contract, as provided by this contract or by law. In addition, this is not intended to increase or decrease either party's liability for or immunity from tort claims. This contract is also not intended to nor will it be interpreted as giving either party a right of indemnification, either by contract or by law, for claims arising out of the performance of this contract.

17. The parties shall promptly provide comprehensive assistance and cooperation in defending and resolving any claims brought against the DEPARTMENT by the contractor, vendors or suppliers as a result of the DEPARTMENT'S award of the construction contract for the PROJECT. Costs incurred by the DEPARTMENT in defending or resolving such claims shall be considered PROJECT COSTS.

18. The DEPARTMENT shall require the contractor who is awarded the contract for the construction of the PROJECT to provide insurance in the amounts specified and in accordance with the DEPARTMENT'S current Standard Specifications for Construction and to:

- A. Maintain bodily injury and property damage insurance for the duration of the PROJECT.
- B. Provide owner's protective liability insurance naming as insureds the State of Michigan, the Michigan State Transportation Commission, the

DEPARTMENT and its officials, agents and employees, the REQUESTING PARTY and any other county, county road commission, or municipality in whose jurisdiction the PROJECT is located, and their employees, for the duration of the PROJECT and to provide, upon request, copies of certificates of insurance to the insureds. It is understood that the DEPARTMENT does not assume either ownership of any portion of the PROJECT or jurisdiction of any REQUESTING PARTY highway as a result of being named as an insured on the owner's protective liability insurance policy.

- C. Comply with the requirements of notice of cancellation and reduction of insurance set forth in the current standard specifications for construction and to provide, upon request, copies of notices and reports prepared to those insured.

19. This contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the parties hereto and upon the adoption of the necessary resolutions approving said contract and authorizing the signatures thereto of the respective officials of the REQUESTING PARTY, a certified copy of which resolution shall be attached to this contract.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed as written below.

CITY OF ROMULUS

MICHIGAN DEPARTMENT
OF TRANSPORTATION

By _____
Title:

By _____
for Department Director MDOT

By _____
Title:



June 3, 2024

EXHIBIT I

CONTROL SECTION	TAU 82000
JOB NUMBER	217281CON
PROJECT	24A0603

ESTIMATED COST

CONTRACTED WORK

Estimated Cost	\$1,416,100
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COST PARTICIPATION

GRAND TOTAL ESTIMATED COST	\$1,416,100
Less Federal Funds*	<u>\$ 988,431</u>
BALANCE (REQUESTING PARTY'S SHARE)	\$ 427,669

*Federal Funds for the PROJECT are limited to an amount as described in Section 5.

NO DEPOSIT

DOT

TYPE B
BUREAU OF HIGHWAYS
03-15-93

PART II

STANDARD AGREEMENT PROVISIONS

SECTION I COMPLIANCE WITH REGULATIONS AND DIRECTIVES

SECTION II PROJECT ADMINISTRATION AND SUPERVISION

SECTION III ACCOUNTING AND BILLING

SECTION IV MAINTENANCE AND OPERATION

SECTION V SPECIAL PROGRAM AND PROJECT CONDITIONS

SECTION I

COMPLIANCE WITH REGULATIONS AND DIRECTIVES

- A. To qualify for eligible cost, all work shall be documented in accordance with the requirements and procedures of the DEPARTMENT.
- B. All work on projects for which reimbursement with Federal funds is requested shall be performed in accordance with the requirements and guidelines set forth in the following Directives of the Federal-Aid Policy Guide (FAPG) of the FHWA, as applicable, and as referenced in pertinent sections of Title 23 and Title 49 of the Code of Federal Regulations (CFR), and all supplements and amendments thereto.
 - 1. Engineering
 - a. FAPG (6012.1): Preliminary Engineering
 - b. FAPG (23 CFR 172): Administration of Engineering and Design Related Service Contracts
 - c. FAPG (23 CFR 635A): Contract Procedures
 - d. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments—Allowable Costs
 - 2. Construction
 - a. FAPG (23 CFR 140E): Administrative Settlement Costs-Contract Claims
 - b. FAPG (23 CFR 140B): Construction Engineering Costs
 - c. FAPG (23 CFR 17): Recordkeeping and Retention Requirements for Federal-Aid Highway Records of State Highway Agencies
 - d. FAPG (23 CFR 635A): Contract Procedures
 - e. FAPG (23 CFR 635B): Force Account Construction
 - f. FAPG (23 CFR 645A): Utility Relocations, Adjustments and Reimbursement

- g. FAPG (23 CFR 645B): Accommodation of Utilities (PPM 30-4.1)
 - h. FAPG (23 CFR 655F): Traffic Control Devices on Federal-Aid and other Streets and Highways
 - i. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments—Allowable Costs
- 3. Modification Or Construction Of Railroad Facilities
 - a. FAPG (23 CFR 140I): Reimbursement for Railroad Work
 - b. FAPG (23 CFR 646B): Railroad Highway Projects
- C. In conformance with FAPG (23 CFR 630C) Project Agreements, the political subdivisions party to this contract, on those Federally funded projects which exceed a total cost of \$100,000.00 stipulate the following with respect to their specific jurisdictions:
 - 1. That any facility to be utilized in performance under or to benefit from this contract is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities issued pursuant to the requirements of the Federal Clean Air Act, as amended, and the Federal Water Pollution Control Act, as amended.
 - 2. That they each agree to comply with all of the requirements of Section 114 of the Federal Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all regulations and guidelines issued thereunder.
 - 3. That as a condition of Federal aid pursuant to this contract they shall notify the DEPARTMENT of the receipt of any advice indicating that a facility to be utilized in performance under or to benefit from this contract is under consideration to be listed on the EPA List of Violating Facilities.
- D. Ensure that the PROJECT is constructed in accordance with and incorporates all committed environmental impact mitigation measures listed in approved environmental documents unless modified or deleted by approval of the FHWA.
- E. All the requirements, guidelines, conditions and restrictions noted in all other pertinent Directives and Instructional Memoranda of the FHWA will apply to this contract and will be adhered to, as applicable, by the parties hereto.

SECTION II

PROJECT ADMINISTRATION AND SUPERVISION

- A. The DEPARTMENT shall provide such administrative guidance as it determines is required by the PROJECT in order to facilitate the obtaining of available federal and/or state funds.
- B. The DEPARTMENT will advertise and award all contracted portions of the PROJECT work. Prior to advertising of the PROJECT for receipt of bids, the REQUESTING PARTY may delete any portion or all of the PROJECT work. After receipt of bids for the PROJECT, the REQUESTING PARTY shall have the right to reject the amount bid for the PROJECT prior to the award of the contract for the PROJECT only if such amount exceeds by ten percent (10%) the final engineer's estimate therefor. If such rejection of the bids is not received in writing within two (2) weeks after letting, the DEPARTMENT will assume concurrence. The DEPARTMENT may, upon request, readvertise the PROJECT. Should the REQUESTING PARTY so request in writing within the aforesaid two (2) week period after letting, the PROJECT will be cancelled and the DEPARTMENT will refund the unused balance of the deposit less all costs incurred by the DEPARTMENT.
- C. The DEPARTMENT will perform such inspection services on PROJECT work performed by the REQUESTING PARTY with its own forces as is required to ensure compliance with the approved plans & specifications.
- D. On those projects funded with Federal monies, the DEPARTMENT shall as may be required secure from the FHWA approval of plans and specifications, and such cost estimates for FHWA participation in the PROJECT COST.
- E. All work in connection with the PROJECT shall be performed in conformance with the Michigan Department of Transportation Standard Specifications for Construction, and the supplemental specifications, Special Provisions and plans pertaining to the PROJECT and all materials furnished and used in the construction of the PROJECT shall conform to the aforesaid specifications. No extra work shall be performed nor changes in plans and specifications made until said work or changes are approved by the project engineer and authorized by the DEPARTMENT.

- F. Should it be necessary or desirable that portions of the work covered by this contract be accomplished by a consulting firm, a railway company, or governmental agency, firm, person, or corporation, under a subcontract with the REQUESTING PARTY at PROJECT expense, such subcontracted arrangements will be covered by formal written agreement between the REQUESTING PARTY and that party.

This formal written agreement shall: include a reference to the specific prime contract to which it pertains; include provisions which clearly set forth the maximum reimbursable and the basis of payment; provide for the maintenance of accounting records in accordance with generally accepted accounting principles, which clearly document the actual cost of the services provided; provide that costs eligible for reimbursement shall be in accordance with clearly defined cost criteria such as 49 CFR Part 18, 48 CFR Part 31, 23 CFR Part 140, OMB Circular A-87, etc. as applicable; provide for access to the department or its representatives to inspect and audit all data and records related to the agreement for a minimum of three years after the department's final payment to the local unit.

All such agreements will be submitted for approval by the DEPARTMENT and, if applicable, by the FHWA prior to execution thereof, except for agreements for amounts less than \$100,000 for preliminary engineering and testing services executed under and in accordance with the provisions of the "Small Purchase Procedures" FAPG (23 CFR 172), which do not require prior approval of the DEPARTMENT or the FHWA.

Any such approval by the DEPARTMENT shall in no way be construed as a warranty of the subcontractor's qualifications, financial integrity, or ability to perform the work being subcontracted.

- G. The REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, shall make such arrangements with railway companies, utilities, etc., as may be necessary for the performance of work required for the PROJECT but for which Federal or other reimbursement will not be requested.
- H. The REQUESTING PARTY, at no cost to the PROJECT, or the DEPARTMENT, shall secure, as necessary, all agreements and approvals of the PROJECT with railway companies, the Railroad Safety & Tariffs Division of the DEPARTMENT and other concerned governmental agencies other than the FHWA, and will forward same to the DEPARTMENT for such reviews and approvals as may be required.
- I. No PROJECT work for which reimbursement will be requested by the REQUESTING PARTY is to be subcontracted or performed until the DEPARTMENT gives written notification that such work may commence.

- J. The REQUESTING PARTY shall be responsible for the payment of all costs and expenses incurred in the performance of the work it agrees to undertake and perform.
- K. The REQUESTING PARTY shall pay directly to the party performing the work all billings for the services performed on the PROJECT which are authorized by or through the REQUESTING PARTY.
- L. The REQUESTING PARTY shall submit to the DEPARTMENT all paid billings for which reimbursement is desired in accordance with DEPARTMENT procedures.
- M. All work by a consulting firm will be performed in compliance with the applicable provisions of 1980 PA 299, Subsection 2001, MCL 339.2001; MSA 18.425(2001), as well as in accordance with the provisions of all previously cited Directives of the FHWA.
- N. The project engineer shall be subject to such administrative guidance as may be deemed necessary to ensure compliance with program requirement and, in those instances where a consultant firm is retained to provide engineering and inspection services, the personnel performing those services shall be subject to the same conditions.
- O. The DEPARTMENT, in administering the PROJECT in accordance with applicable Federal and State requirements and regulations, neither assumes nor becomes liable for any obligations undertaken or arising between the REQUESTING PARTY and any other party with respect to the PROJECT.
- P. In the event it is determined by the DEPARTMENT that there will be either insufficient Federal funds or insufficient time to properly administer such funds for the entire PROJECT or portions thereof, the DEPARTMENT, prior to advertising or issuing authorization for work performance, may cancel the PROJECT, or any portion thereof, and upon written notice to the parties this contract shall be void and of no effect with respect to that cancelled portion of the PROJECT. Any PROJECT deposits previously made by the parties on the cancelled portions of the PROJECT will be promptly refunded.
- Q. Those projects funded with Federal monies will be subject to inspection at all times by the DEPARTMENT and the FHWA.

SECTION III

ACCOUNTING AND BILLING

A. Procedures for billing for work undertaken by the REQUESTING PARTY:

1. The REQUESTING PARTY shall establish and maintain accurate records, in accordance with generally accepted accounting principles, of all expenses incurred for which payment is sought or made under this contract, said records to be hereinafter referred to as the "RECORDS". Separate accounts shall be established and maintained for all costs incurred under this contract.

The REQUESTING PARTY shall maintain the RECORDS for at least three (3) years from the date of final payment of Federal Aid made by the DEPARTMENT under this contract. In the event of a dispute with regard to the allowable expenses or any other issue under this contract, the REQUESTING PARTY shall thereafter continue to maintain the RECORDS at least until that dispute has been finally decided and the time for all available challenges or appeals of that decision has expired.

The DEPARTMENT, or its representative, may inspect, copy, or audit the RECORDS at any reasonable time after giving reasonable notice.

If any part of the work is subcontracted, the REQUESTING PARTY shall assure compliance with the above for all subcontracted work.

In the event that an audit performed by or on behalf of the DEPARTMENT indicates an adjustment to the costs reported under this contract, or questions the allowability of an item of expense, the DEPARTMENT shall promptly submit to the REQUESTING PARTY, a Notice of Audit Results and a copy of the audit report which may supplement or modify any tentative findings verbally communicated to the REQUESTING PARTY at the completion of an audit.

Within sixty (60) days after the date of the Notice of Audit Results, the REQUESTING PARTY shall: (a) respond in writing to the responsible Bureau or the DEPARTMENT indicating whether or not it concurs with the audit report, (b) clearly explain the nature and basis for any disagreement as to a disallowed item of expense and, (c) submit to the DEPARTMENT a written explanation as to any questioned or no opinion expressed item of expense, hereinafter referred to as the "RESPONSE". The RESPONSE shall be clearly stated and provide any supporting documentation necessary to resolve any disagreement or questioned or no opinion expressed item of expense. Where the documentation is voluminous, the REQUESTING PARTY may supply appropriate excerpts and make alternate

arrangements to conveniently and reasonably make that documentation available for review by the DEPARTMENT. The RESPONSE shall refer to and apply the language of the contract. The REQUESTING PARTY agrees that failure to submit a RESPONSE within the sixty (60) day period constitutes agreement with any disallowance of an item of expense and authorizes the DEPARTMENT to finally disallow any items of questioned or no opinion expressed cost.

The DEPARTMENT shall make its decision with regard to any Notice of Audit Results and RESPONSE within one hundred twenty (120) days after the date of the Notice of Audit Results. If the DEPARTMENT determines that an overpayment has been made to the REQUESTING PARTY, the REQUESTING PARTY shall repay that amount to the DEPARTMENT or reach agreement with the DEPARTMENT on a repayment schedule within thirty (30) days after the date of an invoice from the DEPARTMENT. If the REQUESTING PARTY fails to repay the overpayment or reach agreement with the DEPARTMENT on a repayment schedule within the thirty (30) day period, the REQUESTING PARTY agrees that the DEPARTMENT shall deduct all or a portion of the overpayment from any funds then or thereafter payable by the DEPARTMENT to the REQUESTING PARTY under this contract or any other agreement, or payable to the REQUESTING PARTY under the terms of 1951 PA 51, as applicable. Interest will be assessed on any partial payments or repayment schedules based on the unpaid balance at the end of each month until the balance is paid in full. The assessment of interest will begin thirty (30) days from the date of the invoice. The rate of interest will be based on the Michigan Department of Treasury common cash funds interest earnings. The rate of interest will be reviewed annually by the DEPARTMENT and adjusted as necessary based on the Michigan Department of Treasury common cash funds interest earnings. The REQUESTING PARTY expressly consents to this withholding or offsetting of funds under those circumstances, reserving the right to file a lawsuit in the Court of Claims to contest the DEPARTMENT'S decision only as to any item of expense the disallowance of which was disputed by the REQUESTING PARTY in a timely filed RESPONSE.

The REQUESTING PARTY shall comply with the Single Audit Act of 1984, as amended, including, but not limited to, the Single Audit Amendments of 1996 (31 USC 7501-7507).

The REQUESTING PARTY shall adhere to the following requirements associated with audits of accounts and records:

- a. Agencies expending a total of \$500,000 or more in federal funds, from one or more funding sources in its fiscal year, shall comply with the requirements of the federal Office of Management and Budget (OMB) Circular A-133, as revised or amended.

The agency shall submit two copies of:

The Reporting Package
The Data Collection Form
The management letter to the agency, if one issued by the audit firm

The OMB Circular A-133 audit must be submitted to the address below in accordance with the time frame established in the circular, as revised or amended.

b. Agencies expending less than \$500,000 in federal funds must submit a letter to the Department advising that a circular audit was not required. The letter shall indicate the applicable fiscal year, the amount of federal funds spent, the name(s) of the Department federal programs, and the CFDA grant number(s). This information must also be submitted to the address below.

c. Address: Michigan Department of Education
Accounting Service Center
Hannah Building
608 Allegan Street
Lansing, MI 48909

d. Agencies must also comply with applicable State laws and regulations relative to audit requirements.

e. Agencies shall not charge audit costs to Department's federal programs which are not in accordance with the OMB Circular A-133 requirements.

f. All agencies are subject to the federally required monitoring activities, which may include limited scope reviews and other on-site monitoring.

2. Agreed Unit Prices Work - All billings for work undertaken by the REQUESTING PARTY on an agreed unit price basis will be submitted in accordance with the Michigan Department of Transportation Standard Specifications for Construction and pertinent FAPG Directives and Guidelines of the FHWA.
3. Force Account Work and Subcontracted Work - All billings submitted to the DEPARTMENT for Federal reimbursement for items of work performed on a force account basis or by any subcontract with a consulting firm, railway company, governmental agency or other party, under the terms of this contract, shall be prepared in accordance with the provisions of the pertinent FHPM Directives and the procedures of the DEPARTMENT. Progress billings may be submitted monthly during the time work is being performed provided, however, that no bill of a lesser amount than \$1,000.00 shall be submitted unless it is a final

or end of fiscal year billing. All billings shall be labeled either "Progress Bill Number _____", or "Final Billing".

4. Final billing under this contract shall be submitted in a timely manner but not later than six months after completion of the work. Billings for work submitted later than six months after completion of the work will not be paid.
5. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with Federal monies, the DEPARTMENT will act as billing agent for the REQUESTING PARTY, consolidating said billings with those for its own force account work and presenting these consolidated billings to the FHWA for payment. Upon receipt of reimbursement from the FHWA, the DEPARTMENT will promptly forward to the REQUESTING PARTY its share of said reimbursement.
6. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with non-Federal monies, the DEPARTMENT will promptly forward to the REQUESTING PARTY reimbursement of eligible costs.

B. Payment of Contracted and DEPARTMENT Costs:

1. As work on the PROJECT commences, the initial payments for contracted work and/or costs incurred by the DEPARTMENT will be made from the working capital deposit. Receipt of progress payments of Federal funds, and where applicable, State Critical Bridge funds, will be used to replenish the working capital deposit. The REQUESTING PARTY shall make prompt payments of its share of the contracted and/or DEPARTMENT incurred portion of the PROJECT COST upon receipt of progress billings from the DEPARTMENT. Progress billings will be based upon the REQUESTING PARTY'S share of the actual costs incurred as work on the PROJECT progresses and will be submitted, as required, until it is determined by the DEPARTMENT that there is sufficient available working capital to meet the remaining anticipated PROJECT COSTS. All progress payments will be made within thirty (30) days of receipt of billings. No monthly billing of a lesser amount than \$1,000.00 will be made unless it is a final or end of fiscal year billing. Should the DEPARTMENT determine that the available working capital exceeds the remaining anticipated PROJECT COSTS, the DEPARTMENT may reimburse the REQUESTING PARTY such excess. Upon completion of the PROJECT, payment of all PROJECT COSTS, receipt of all applicable monies from the FHWA, and completion of necessary audits, the REQUESTING PARTY will be reimbursed the balance of its deposit.

2. In the event that the bid, plus contingencies, for the contracted, and/or the DEPARTMENT incurred portion of the PROJECT work exceeds the estimated cost therefor as established by this contract, the REQUESTING PARTY may be advised and billed for the additional amount of its share.

C. General Conditions:

1. The DEPARTMENT, in accordance with its procedures in existence and covering the time period involved, shall make payment for interest earned on the balance of working capital deposits for all projects on account with the DEPARTMENT. The REQUESTING PARTY in accordance with DEPARTMENT procedures in existence and covering the time period involved, shall make payment for interest owed on any deficit balance of working capital deposits for all projects on account with the DEPARTMENT. This payment or billing is processed on an annual basis corresponding to the State of Michigan fiscal year. Upon receipt of billing for interest incurred, the REQUESTING PARTY promises and shall promptly pay the DEPARTMENT said amount.
2. Pursuant to the authority granted by law, the REQUESTING PARTY hereby irrevocably pledges a sufficient amount of funds received by it from the Michigan Transportation Fund to meet its obligations as specified in PART I and PART II. If the REQUESTING PARTY shall fail to make any of its required payments when due, as specified herein, the DEPARTMENT shall immediately notify the REQUESTING PARTY and the State Treasurer of the State of Michigan or such other state officer or agency having charge and control over disbursement of the Michigan Transportation Fund, pursuant to law, of the fact of such default and the amount thereof, and, if such default is not cured by payment within ten (10) days, said State Treasurer or other state officer or agency is then authorized and directed to withhold from the first of such monies thereafter allocated by law to the REQUESTING PARTY from the Michigan Transportation Fund sufficient monies to remove the default, and to credit the REQUESTING PARTY with payment thereof, and to notify the REQUESTING PARTY in writing of such fact.
3. Upon completion of all work under this contract and final audit by the DEPARTMENT or the FHWA, the REQUESTING PARTY promises to promptly repay the DEPARTMENT for any disallowed items of costs previously disbursed by the DEPARTMENT. The REQUESTING PARTY pledges its future receipts from the Michigan Transportation Fund for repayment of all disallowed items and, upon failure to make repayment for any disallowed items within ninety (90) days of demand made by the DEPARTMENT, the DEPARTMENT is hereby authorized to withhold an equal amount from the REQUESTING PARTY'S share of any future distribution of Michigan Transportation Funds in settlement of said claim.

4. The DEPARTMENT shall maintain and keep accurate records and accounts relative to the cost of the PROJECT and upon completion of the PROJECT, payment of all items of PROJECT COST, receipt of all Federal Aid, if any, and completion of final audit by the DEPARTMENT and if applicable, by the FHWA, shall make final accounting to the REQUESTING PARTY. The final PROJECT accounting will not include interest earned or charged on working capital deposited for the PROJECT which will be accounted for separately at the close of the State of Michigan fiscal year and as set forth in Section C(1).
5. The costs of engineering and other services performed on those projects involving specific program funds and one hundred percent (100%) local funds will be apportioned to the respective portions of that project in the same ratio as the actual direct construction costs unless otherwise specified in PART I.

SECTION IV

MAINTENANCE AND OPERATION

- A. Upon completion of construction of each part of the PROJECT, at no cost to the DEPARTMENT or the PROJECT, each of the parties hereto, within their respective jurisdictions, will make the following provisions for the maintenance and operation of the completed PROJECT:

1. All Projects:

Properly maintain and operate each part of the project, making ample provisions each year for the performance of such maintenance work as may be required, except as qualified in paragraph 2b of this section.

2. Projects Financed in Part with Federal Monies:

- a. Sign and mark each part of the PROJECT, in accordance with the current Michigan Manual of Uniform Traffic control Devices, and will not install, or permit to be installed, any signs, signals or markings not in conformance with the standards approved by the FHWA, pursuant to 23 USC 109(d).

- b. Remove, prior to completion of the PROJECT, all encroachments from the roadway right-of-way within the limits of each part of the PROJECT.

With respect to new or existing utility installations within the right-of-way of Federal Aid projects and pursuant to FAPG (23 CFR 645B): Occupancy of non-limited access right-of-way may be allowed based on consideration for traffic safety and necessary preservation of roadside space and aesthetic quality. Longitudinal occupancy of non-limited access right-of-way by private lines will require a finding of significant economic hardship, the unavailability of practicable alternatives or other extenuating circumstances.

- c. Cause to be enacted, maintained and enforced, ordinances and regulations for proper traffic operations in accordance with the plans of the PROJECT.

- d. Make no changes to ordinances or regulations enacted, or traffic controls installed in conjunction with the PROJECT work without prior review by the DEPARTMENT and approval of the FHWA, if required.

- B. On projects for the removal of roadside obstacles, the parties, upon completion of construction of each part of the PROJECT, at no cost to the PROJECT or the DEPARTMENT, will, within their respective jurisdictions, take such action as is necessary to assure that the roadway right-of-way, cleared as the PROJECT, will be maintained free of such obstacles.
- C. On projects for the construction of bikeways, the parties will enact no ordinances or regulations prohibiting the use of bicycles on the facility hereinbefore described as the PROJECT, and will amend any existing restrictive ordinances in this regard so as to allow use of this facility by bicycles. No motorized vehicles shall be permitted on such bikeways or walkways constructed as the PROJECT except those for maintenance purposes.
- D. Failure of the parties hereto to fulfill their respective responsibilities as outlined herein may disqualify that party from future Federal-aid participation in projects on roads or streets for which it has maintenance responsibility. Federal Aid may be withheld until such time as deficiencies in regulations have been corrected, and the improvements constructed as the PROJECT are brought to a satisfactory condition of maintenance.

SECTION V

SPECIAL PROGRAM AND PROJECT CONDITIONS

- A. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the acquisition of right-of-way must be under construction by the close of the twentieth (20th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that right-of-way.
- B. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the performance of preliminary engineering must be under construction by the close of the tenth (10th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that preliminary engineering.
- C. On those projects funded with Federal monies, the REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, will provide such accident information as is available and such other information as may be required under the program in order to make the proper assessment of the safety benefits derived from the work performed as the PROJECT. The REQUESTING PARTY will cooperate with the DEPARTMENT in the development of reports and such analysis as may be required and will, when requested by the DEPARTMENT, forward to the DEPARTMENT, in such form as is necessary, the required information.
- D. In connection with the performance of PROJECT work under this contract the parties hereto (hereinafter in Appendix "A" referred to as the "contractor") agree to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts", as set forth in Appendix A, attached hereto and made a part hereof. The parties further covenant that they will comply with the Civil Rights Acts of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 U.S.C. Sections 1971, 1975a-1975d, and 2000a-2000h-6 and the Regulations of the United States Department of Transportation (49 C.F.R. Part 21) issued pursuant to said Act, including Appendix "B", attached hereto and made a part hereof, and will require similar covenants on the part of any contractor or subcontractor employed in the performance of this contract.
- E. The parties will carry out the applicable requirements of the DEPARTMENT'S Disadvantaged Business Enterprise (DBE) program and 49 CFR, Part 26, including, but not limited to, those requirements set forth in Appendix C.

APPENDIX A

PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.
9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011

APPENDIX B TITLE VI ASSURANCE

During the performance of this contract, the contractor, for itself, its assignees, and its successors in interest (hereinafter referred to as the "contractor"), agrees as follows:

1. **Compliance with Regulations:** For all federally assisted programs, the contractor shall comply with the nondiscrimination regulations set forth in 49 CFR Part 21, as may be amended from time to time (hereinafter referred to as the Regulations). Such Regulations are incorporated herein by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed under the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection, retention, and treatment of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when the contractor covers a program set forth in Appendix B of the Regulations.
3. **Solicitation for Subcontracts, Including Procurements of Materials and Equipment:** All solicitations made by the contractor, either by competitive bidding or by negotiation for subcontract work, including procurement of materials or leases of equipment, must include a notification to each potential subcontractor or supplier of the contractor's obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and facilities as may be determined to be pertinent by the Department or the United States Department of Transportation (USDOT) in order to ascertain compliance with such Regulations or directives. If required information concerning the contractor is in the exclusive possession of another who fails or refuses to furnish the required information, the contractor shall certify to the Department or the USDOT, as appropriate, and shall set forth the efforts that it made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Department shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to, the following:
 - a. Withholding payments to the contractor until the contractor complies; and/or
 - b. Canceling, terminating, or suspending the contract, in whole or in part.

6. **Incorporation of Provisions:** The contractor shall include the provisions of Sections (1) through (6) in every subcontract, including procurement of material and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Department or the USDOT may direct as a means of enforcing such provisions, including sanctions for non-compliance, provided, however, that in the event a contractor becomes involved in or is threatened with litigation from a subcontractor or supplier as a result of such direction, the contractor may request the Department to enter into such litigation to protect the interests of the state. In addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Revised June 2011

APPENDIX C

TO BE INCLUDED IN ALL FINANCIAL ASSISTANCE AGREEMENTS WITH LOCAL AGENCIES

Assurance that Recipients and Contractors Must Make (Excerpts from US DOT Regulation 49 CFR 26.13)

- A. Each financial assistance agreement signed with a DOT operating administration (or a primary recipient) must include the following assurance:**

The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

- B. Each contract MDOT signs with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:**

The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of US DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.



FUNDS VERIFICATION FORM

DEPARTMENT: DPW

FUND NAME: Projects in progress

ACCOUNT NUMBER/S: 101-444-980.000

PURPOSE FOR REQUEST:

Secure funds for Wayne Road Sidewalk

AMOUNT OF EXPENDITURE: \$500,000.00

SIGNATURE OF DEPARTMENT HEAD:

Robert J. [Signature]

FUNDS CURRENTLY AVAILABLE: \$500,000.00

FINANCE DEPARTMENT APPROVAL:

[Signature]

DATE:

6/18/2024



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 24, 2024**

Item No. F.

General Description: Piggyback on Sourcewell Contract for Vermeer D10 Bore Machine

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 Sourcewell contract #110421-VRM Vermeer D10 Bore Machine
DATE: June 12, 2024

I concur with the recommendation of Roberto Scappaticci, DPW Director and Christina Parker, Purchasing Director, and respectfully request Council's authorization to piggyback on the Sourcewell contract #110421-VRM for the purchase of a Vermeer D10 Bore Machine from Vermeer Midwest for a total cost of \$195,789.19.

Gary Harris, Assistant Finance Director, has verified that funds for the purchase are currently available in the Motor Vehicle Fund, Capital Outlay Machinery & Equipment Expense account#661-258-970.138.

Motion by_____, supported by _____, to concur with the administration and consent to piggyback on the Sourcewell contract #110421-VRM for the purchase of a Vermeer D10 Bore Machine from Vermeer Midwest for a total cost of \$195,789.19.



MEMORANDUM

DATE: June 11, 2024
TO: Mayor Robert A. McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Piggyback on Sourcewell Contract #110421-VRM Vermeer D10 Bore Machine

The City of Romulus Department of Public Works has requested to purchase a Vermeer D10 Bore Machine to replace the current worn and defective equipment by piggybacking on Sourcewell contract # 110421-VRM. Sourcewell RFP #110421 was awarded to Vermeer Midwest by Resolution 2022-03 on December 20, 2021 with the contract expiring December 27, 2025. This contract grants all Sourcewell members a 10% discount on all equipment.

Sourcewell is a State of Minnesota local Government unit and service cooperative that offers cooperative procurement solutions to government entities. Sourcewell membership is available to all government entities; public and private K-12 schools, colleges, and universities; and nonprofit organizations.

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.”

In 2022, we contracted with Ditch Witch for a similar machine via resolution 22-254, however, they have been unable to fulfill this order. Per Roberto Scappaticci the order has been cancelled and the PO has been liquidated.

It is the recommendation of myself and DPW Director Roberto Scappaticci to proceed with this purchase. If you concur, please request Council's permission to piggyback on the Sourcewell contract #114021-VRM for the purchase of a Vermeer D10 Bore Machine from Vermeer Midwest for a total of \$195,789.19.

Gary Harris, Assistant Financial Services Director, has verified that funds for this purpose are currently available in the Motor Vehicle Fund, Capital Outlay Machinery & Equipment Expense Account (661-258-970.138).

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

Christina Parker

Christina Parker
Purchasing Director

Interoffice Memorandum

TO: Maria Farris, Finance Director

FROM: Roberto J. Scappaticci, Director of Department of Public Works

CC: Mayor Robert McCraight
Christina Parker, Purchasing Director
Don Straub, Assistant Director of Public Works
Gary Harris, Assistant Finance Director

DATE: June 10th, 2024

SUBJECT: Purchase of Bore Machine for Water and Sewer Department

Dear Maria,

The DPW received approval back in 2022 for the purchase of a bore machine for the water and sewer department in order to install underground piping. As you may recall our old machine is defective and past its useful life cycle. At that time we choose to award the purchase to Ditch Witch of Michigan in the amount of \$177,437.36.

It has now been over 550 days and Ditch Witch cannot fulfill the order. After conversations with their sales manager who indicated that they would supply a unit by December 30th 2024, they are now indicating that it might be as late as December 2025.

At this time our department cannot sustain this delivery time as our current unit has substantial defects, and due to its age parts are becoming difficult to acquire. In addition, the defectiveness in the unit is leading to field breakdowns and increased inefficiencies which are impacting the construction of new homes.

The DPW has solicited source well pricing from Vermeer, the competitor manufacture of bore machines. **Vermeer** can provide and fulfil an order within 45-60 days. Their unit is a slightly better package and the source well price is **\$195,789.19**. At this time the DPW is requesting council reallocate PO 22-012058 from Ditch Witch to Vermeer and allow the purchase of the Bore Machine from Vermeer.

The difference in price is \$18,351.83 and the additional funds are available in FY 23/24 in account number 661-572-971.138

Should there be any questions regarding this matter please feel free to contact me.

Roberto J. Scappaticci, Director of Public Works

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940 Garden Lane
Fowlerville, MI 48836
517-915-0555
www.vermeermidwest.com

6/7/2024

Quote #: Q-27108-2
PO #:

Bill To:
City of Romulus
Roberto Scappaticci
12600 Wayne Rd
Romulus, MI 48174
734-955-8729

Ship To:
City of Romulus
Roberto Scappaticci
12600 Wayne Rd
Romulus, MI 48174
734-955-8729

To Whom It May Concern:

I would like to submit this quote to you.

1	New 2024 Vermeer D10x15	\$128,845.67
1	New 2024 Vermeer MX125	\$11,233.92
1	New 2024 B-B 10T Trailer	\$23,750.00
1	New DCI F5 Falcon +	\$28,800.00

Documentation Fee	\$100.00
CP PREM 24 MOS, UNLIMITED HRS - 500 HRS MAINT	\$1,359.60
CP PREM 24 MOS, UNLIMITED HRS	

Documentation Fee	\$100.00
Untaxed Machine	\$192,629.59
Freight and Prep	\$1,500.00
Warranty	\$1,359.60
License and Title	\$200.00
Grand Total	\$195,789.19
-----	-----
Total Due	\$195,789.19
-----	-----

Finance Options with Approved Credit

Payment Details	Monthly Payment
Approximate payment on 60 months based on \$0 down	\$3,956.59

Initials: _____

Quote #:Q-27108

Additional Options

Quantity	Product Name	Net Total	Additional Price Per Month
1.00	CP PREM 24 MOS, UNLIMITED HRS - 1000 HRS MAINT	\$12,525.83	\$252.48
CP PREM 24 MOS, UNLIMITED HRS Includes 50 Hour Break in, 250/500/750/1000 Hour Recommended Services			

Proposal good for 30 days; we reserve the right at any time prior to acceptance to revoke this quotation.

Accepted by: _____

Date: _____

Thank you for your consideration.

Sincerely,

Nathan Johnston
nathan.johnston@vermeermidwest.com

Initials: _____

Quote #:Q-27108



FUNDS VERIFICATION FORM

DEPARTMENT: DPW

FUND NAME: Capital Outlay Motor Vehicle

ACCOUNT NUMBER/S: 661-572-971.138

PURPOSE FOR REQUEST:

Replacement of bore machine

AMOUNT OF EXPENDITURE: \$195,789.19

PO 22-012058 \$177,437.36

\$18351.83 661-572-971.138

SIGNATURE OF DEPARTMENT HEAD:

FUNDS CURRENTLY AVAILABLE:

FINANCE DEPARTMENT APPROVAL:

DATE: 6/11/2024



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 24, 2024**

Item No. G.

General Description: Request to approve change order #1 for MEDC Sidewalk Contract - ITB 23/24-02

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: Request to approve change order #1 for MEDC Sidewalk Contract; – ITB 23/24-02
DATE: June 20, 2024

I concur with the recommendation of Roberto Scappaticci, DPW Director, and respectfully request Council approve Change Order #1 to Bid Award ITB 23/24-02 for additional concrete work within the City of Romulus as outlined in Change Order #1 for work that was completed in the Oakbrook and Meadows Subdivisions in the amount of \$72,367.46.

Maria Farris, Finance Director, has verified funds for this acquisition have been budgeted for and are available in the General Fund Sidewalks/Project Cost account #101-444-980.000.

Motion by _____, supported by _____, to concur with the administration and approve Change Order #1 to Bid Award ITB 23/24-02 for additional concrete work within the City of Romulus as outlined in Change Order #1 for work that was completed in the Oakbrook and Meadows Subdivisions in the amount of \$72,367.46.

CITY OF ROMULUS
DEPARTMENT OF PUBLIC WORKS

Interoffice Memorandum

TO: Mayor Robert McCraight

FROM: Roberto J. Scappaticci, DPW Director

CC: Don Straub, Assistant Director of Public Works

DATE: June 20th, 2024

SUBJECT: Request to approve change order #1 for MEDC Sidewalk Contract; Bid #23/24-02

Mayor,

Attached please find change order #1 for the above referenced contract. This work was completed in Oakbrook and Meadows Subdivisions. The original Contract was awarded by City Council in the amount of \$803,953.22. Since award, we have extended the amount of work to complete the repairs.

We have solicited extension of pricing from the existing contractor, and attached is a change order in the amount of **\$72,367.46** to pay for the additional work that was completed. The work was comprised of concrete sidewalk placement in Meadows and Oakbrook Subdivisions and is under the \$1,000,000.00 cap provided by MEDC.

Funds for this project are secured in account number 101-444-980.000 MEDC23.

Sincerely,



Roberto J. Scappaticci, Director of Public Works

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CHANGE ORDER

OHM

Project: City of Romulus - 2023 MEDC Sidewalk Replacement
Project (ITB 23/24-02)

Job Number: 0155-23-0020

Owner: City of Romulus
11111 Wayne Road
Romulus, MI 48174

Client Job Number: ITB 23/24-02
Change Order Number: 1
Date: 5/21/2024
Print Date: 5/31/2024

Contractor: Luigi Ferdinandi & Son Cement Company Inc.
16481 Common Road
Roseville, MI 48066
(586) 774-1000

Note:

TO THE CONTRACTOR:

You are hereby directed to comply with the changes to the contract documents. This change order reflects work completed or anticipated.

OHM Advisors
34000 Plymouth Road
Livonia, MI 48150
(734) 522-6711

CURRENT PROJECT PLANS AND SPECIFICATIONS WILL BE ADHERED TO UNLESS SPECIFICALLY
CHANGED BY THIS CHANGE ORDER DOCUMENT.

THE CONTRACT AMOUNT WILL BE CHANGED BY THE SUM	\$72,367.46
OF:	
Original Contract Amount:	\$803,953.22
Contract Amount Including Previous Change Orders:	\$803,953.22
Amount of this Change Order:	<u>\$72,367.46</u>
REVISED CONTRACT AMOUNT:	\$876,320.68

Accepted By

Luigi Ferdinandi & Son Cement
Company Inc.

Luigi V. Ferdinandi

Date

5/31/24

Approved By

Roberto Scappaticci - DPW
Director - City of Romulus

Date

Prepared By

Michael McNutt, Construction
Group Manager

Michael McNutt

Digitally signed by Michael McNutt
DN: C=US,
E=Michael.McNutt@ohm-advisors.com,
O=OHM Advisors, CN=Michael McNutt
Date: 2024.06.17 14:44:50-04'00'

Date

Recommended By

Rich Hobgood, PE, Senior Project
Manager

Rich Hobgood

Digitally signed by Rich Hobgood
DN: C=US,
E=rich.hobgood@ohm-advisors.com,
O=OHM Advisors, CN=Rich Hobgood
Date: 2024.06.17 14:45:17-04'00'

Date

Items

Item No.	Description	Previous Authorized Quantity	Quantity Change	New Authorized Quantity	Unit Price	Total Increase
THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT						
Division: A - Romulus Urban Renewal						
7	Sawcut Tree Roots	20.00 Ft	360.00	380.00	\$7.14	\$2,570.40
11	Structure Cover, Adj	10.00 Ea	1.00	11.00	\$239.29	\$239.29
SUB-TOTAL INCREASES DIVISION A - Romulus Urban Renewal:						\$2,809.69
Division: B - Huron Hills Estate						
24	Sawcut Tree Roots	10.00 Ft	128.90	138.90	\$7.14	\$920.35
SUB-TOTAL INCREASES DIVISION B - Huron Hills Estate:						\$920.35
Division: C - Wayne Roads & Wyndcliff						
35	Sawcut Tree Roots	15.00 Ft	2127.40	2142.40	\$7.14	\$15,189.64
36	Curb and Gutter, Rem	300.00 Ft	22.00	322.00	\$2.55	\$56.10
37	Sidewalk, Rem	1522.50 Syd	249.06	1771.56	\$9.20	\$2,291.35
39	Maintenance Aggregate, 21AA Limestone	7.50 Ton	2.50	10.00	\$42.86	\$107.15
40	Structure Cover, Adj	7.50 Ea	2.50	10.00	\$239.29	\$598.23
42	Curb Ramp Opening, Conc	307.50 Ft	14.50	322.00	\$27.15	\$393.68
43	Sidewalk, Conc, 4 inch	11182.50 Sft	2508.50	13691.00	\$7.64	\$19,164.94
44	Sidewalk, Conc, 6 inch	532.50 Sft	196.50	729.00	\$8.65	\$1,699.73
SUB-TOTAL INCREASES DIVISION C - Wayne Roads & Wyndcliff:						\$39,500.80
Division: D - Huron River Estates						
54	Sawcut Tree Roots	10.00 Ft	338.50	348.50	\$7.14	\$2,416.89
55	Curb and Gutter, Rem	20.00 Ft	3.00	23.00	\$4.29	\$12.87
58	Structure Cover, Adj	1.00 Ea	1.00	2.00	\$239.30	\$239.30
SUB-TOTAL INCREASES DIVISION D - Huron River Estates:						\$2,669.06
Division: E - Oakbrook						
70	Sawcut Tree Roots	15.00 Ft	4530.10	4545.10	\$7.14	\$32,344.91
71	Sidewalk, Rem	2872.50 Syd	426.53	3299.03	\$9.20	\$3,924.08
72	Maintenance Aggregate, 21AA Limestone	7.50 Ton	2.50	10.00	\$42.86	\$107.15
73	Structure Cover, Adj	3.75 Ea	2.25	6.00	\$239.27	\$538.36
75	Sidewalk, Conc, 4 inch	22110.00 Sft	4161.99	26271.99	\$7.64	\$31,797.60
SUB-TOTAL INCREASES DIVISION E - Oakbrook:						\$68,712.10
Division: F - Meadow Greenview						
85	Sawcut Tree Roots	15.00 Ft	3726.30	3741.30	\$7.14	\$26,605.78
86	Curb and Gutter, Rem	15.00 Ft	1165.52	1180.52	\$4.29	\$5,000.08
88	Maintenance Aggregate, 21AA Limestone	7.50 Ton	0.50	8.00	\$42.86	\$21.43
89	Structure Cover, Adj	5.25 Ea	7.75	13.00	\$239.29	\$1,854.50
91	Curb Ramp Opening, Conc	15.00 Ft	12.20	27.20	\$34.29	\$418.34
94	Curb Ramp, Conc, 6 inch	202.50 Sft	65.50	268.00	\$10.05	\$658.28
Additional Items to the Contract:						
96	Meadow Greenview - Mobilization	0.00 LSUM	1.00	1.00	\$3,450.00	\$3,450.00
SUB-TOTAL INCREASES DIVISION F - Meadow Greenview:						\$38,008.40
THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE SUBTRACTED FROM THE CONTRACT AMOUNT						
Division: A - Romulus Urban Renewal						
1	Audio Video Route Survey	1.00 LSUM	-1.00	0.00	\$3,850.00	(\$3,850.00)
4	Tree, Rem, 6 inch to 18 inch	2.00 Ea	-2.00	0.00	\$594.00	(\$1,188.00)
5	Stump, Rem, 19 inch to 36 inch	2.00 Ea	-2.00	0.00	\$371.43	(\$742.86)
6	Stump, Rem, 6 inch to 18 inch	3.00 Ea	-3.00	0.00	\$185.71	(\$557.13)
8	Curb and Gutter, Rem	200.00 Ft	-53.00	147.00	\$2.56	(\$135.68)

OHM Advisors

34000 Plymouth Road

(734) 522-6711

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9 Sidewalk, Rem	850.00 Syd	-153.67	696.33	\$9.19	(\$1,412.23)
12 Detectable Warning Surface	40.00 Ft	-12.00	28.00	\$51.43	(\$617.16)
13 Curb Ramp Opening, Conc	200.00 Ft	-53.00	147.00	\$27.16	(\$1,439.48)
14 Sidewalk, Conc, 4 inch	6540.00 Sft	-1406.00	5134.00	\$7.64	(\$10,741.84)
15 Sidewalk, Conc, 6 inch	250.00 Sft	-93.00	157.00	\$8.65	(\$804.45)
16 Curb Ramp, Conc, 6 inch	820.00 Sft	-434.00	386.00	\$10.50	(\$4,557.00)
SUB-TOTAL DECREASES DIVISION A - Romulus Urban Renewal:					(\$26,045.83)

Division: B - Huron Hills Estate

18 Audio Video Route Survey	1.00 LSUM	-1.00	0.00	\$1,050.00	(\$1,050.00)
21 Tree, Rem, 6 inch to 18 inch	1.00 Ea	-1.00	0.00	\$594.00	(\$594.00)
22 Stump, Rem, 19 inch to 36 inch	1.00 Ea	-1.00	0.00	\$371.43	(\$371.43)
23 Stump, Rem, 6 inch to 18 inch	2.00 Ea	-2.00	0.00	\$185.71	(\$371.42)
25 Sidewalk, Rem	140.00 Syd	-3.78	136.22	\$9.20	(\$34.78)
27 Sidewalk, Conc, 4 inch	1240.00 Sft	-42.00	1198.00	\$7.64	(\$320.88)
SUB-TOTAL DECREASES DIVISION B - Huron Hills Estate:					(\$2,742.51)

Division: C - Wayne Roads & Wyndcliff

29 Audio Video Route Survey	1.00 LSUM	-1.00	0.00	\$5,875.00	(\$5,875.00)
32 Tree, Rem, 6 inch to 18 inch	1.00 Ea	-1.00	0.00	\$594.00	(\$594.00)
33 Stump, Rem, 19 inch to 36 inch	1.00 Ea	-1.00	0.00	\$371.43	(\$371.43)
34 Stump, Rem, 6 inch to 18 inch	2.00 Ea	-2.00	0.00	\$185.71	(\$371.42)
38 Aggregate Base, 21AA Limestone	7.50 Ton	-7.50	0.00	\$42.86	(\$321.45)
41 Detectable Warning Surface	183.75 Ft	-53.75	130.00	\$51.43	(\$2,764.36)
45 Sidewalk, Conc, 8 inch	45.00 Sft	-45.00	0.00	\$10.29	(\$463.05)
46 Curb Ramp, Conc, 6 inch	1927.50 Sft	-355.50	1572.00	\$10.05	(\$3,572.78)
SUB-TOTAL DECREASES DIVISION C - Wayne Roads & Wyndcliff:					(\$14,333.49)

Division: D - Huron River Estates

48 Audio Video Route Survey	1.00 LSUM	-1.00	0.00	\$1,975.00	(\$1,975.00)
51 Tree, Rem, 6 inch to 18 inch	1.00 Ea	-1.00	0.00	\$594.00	(\$594.00)
52 Stump, Rem, 19 inch to 36 inch	1.00 Ea	-1.00	0.00	\$371.43	(\$371.43)
53 Stump, Rem, 6 inch to 18 inch	2.00 Ea	-2.00	0.00	\$185.71	(\$371.42)
56 Sidewalk, Rem	250.00 Syd	-31.67	218.33	\$15.43	(\$488.67)
59 Detectable Warning Surface	10.00 Ft	-5.00	5.00	\$51.43	(\$257.15)
60 Curb Ramp Opening, Conc	30.00 Ft	-7.00	23.00	\$34.29	(\$240.03)
61 Sidewalk, Conc, 4 inch	2160.00 Sft	-297.00	1863.00	\$8.57	(\$2,545.29)
62 Curb Ramp, Conc, 6 inch	95.00 Sft	-41.00	54.00	\$12.86	(\$527.26)
SUB-TOTAL DECREASES DIVISION D - Huron River Estates:					(\$7,370.25)

Division: E - Oakbrook

64 Audio Video Route Survey	1.00 LSUM	-1.00	0.00	\$6,975.00	(\$6,975.00)
67 Tree, Rem, 6 inch to 18 inch	2.00 Ea	-2.00	0.00	\$594.00	(\$1,188.00)
68 Stump, Rem, 19 inch to 36 inch	2.00 Ea	-2.00	0.00	\$371.43	(\$742.86)
69 Stump, Rem, 6 inch to 18 inch	3.00 Ea	-3.00	0.00	\$185.71	(\$557.13)
74 Detectable Warning Surface	15.00 Ft	-15.00	0.00	\$51.43	(\$771.45)
76 Sidewalk, Conc, 6 inch	3506.25 Sft	-87.05	3419.20	\$8.65	(\$752.98)
77 Curb Ramp, Conc, 6 inch	202.50 Sft	-202.50	0.00	\$10.05	(\$2,035.13)
SUB-TOTAL DECREASES DIVISION E - Oakbrook:					(\$13,022.55)

Division: F - Meadow Greenview

79 Audio Video Route Survey	1.00 LSUM	-1.00	0.00	\$9,750.00	(\$9,750.00)
82 Tree, Rem, 6 inch to 18 inch	2.00 Ea	-2.00	0.00	\$594.00	(\$1,188.00)
83 Stump, Rem, 19 inch to 36 inch	2.00 Ea	-2.00	0.00	\$371.43	(\$742.86)
84 Stump, Rem, 6 inch to 18 inch	3.00 Ea	-3.00	0.00	\$185.71	(\$557.13)
87 Sidewalk, Rem	2640.00 Syd	-47.73	2592.27	\$9.20	(\$439.12)
90 Detectable Warning Surface	30.00 Ft	-10.00	20.00	\$51.43	(\$514.30)
92 Sidewalk, Conc, 4 inch	20940.00 Sft	-188.00	20752.00	\$7.64	(\$1,436.32)

OHM Advisors

(734) 522-6711

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34000 Plymouth Road

93 Sidewalk, Conc, 6 inch	2557.50 Sft	-244.00	2313.50	\$8.65	<u>(\$2,110.60)</u>
SUB-TOTAL DECREASES DIVISION F - Meadow Greenview:					(\$16,738.33)



FUNDS VERIFICATION FORM

DEPARTMENT: DPW

FUND NAME: General Fund Sidewalks / Project Cost

ACCOUNT NUMBER/S: 101-444-980.000 MEDC23

PURPOSE FOR REQUEST: Cover additional construction cost

AMOUNT OF EXPENDITURE: \$72,367.46

SIGNATURE OF DEPARTMENT HEAD:

FUNDS CURRENTLY AVAILABLE: \$114,047.78

PO # 23-013697 \$82,000.00 OHM

PO# 23-013362 \$803,952.22 Luigi's

\$1,000,000 provided by MEDC

FINANCE DEPARTMENT APPROVAL:

Maria Farris

DATE:

6/20/2024



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 24, 2024**

Item No. H.

General Description: ITB 23/24-05 Veteran's Memorial Reconstruction

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 23/24-05 Veteran's Memorial Reconstruction
DATE: June 20, 2024

I concur with the recommendation of Gary Harris, Assistant Finance Director, and Christina Parker, Purchasing Director and respectfully request Council award bid ITB 23/24-05 to Kemp Builders Inc., to reconstruct the Veteran's Memorial in the amount of \$143,000.00 with a contingency of \$15,000.00 for unforeseen issues at a total cost of \$158,000.00. Construction is expected to begin mid-July 2024.

Maria Farris, Finance Director, has verified funds for this acquisition have been budgeted for and are available in the General Fund, Building and Grounds, Capital Outlay Expense account #101-265-971.000 and the Court Building Construction Fund – Project Cost Expense account #482-000-980.001.

Motion by _____, supported by _____, to concur with the administration and award ITB 23/24-05 to Kemp Builders Inc., to reconstruct the Veteran's Memorial in the amount of \$143,000.00 with a contingency of \$15,000.00 for unforeseen issues at a total cost of \$158,000.00.



MEMORANDUM

DATE: June 18, 2024
TO: Mayor Robert A. McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: ITB 23/24-05 VETERAN'S MEMORIAL RECONSTRUCTION

Bids were solicited to contract for the reconstruction of the City of Romulus Veteran's Memorial on 2 occasions, July 19, 2023 (ITB 23/24-01) & again March 7, 2024 (ITB 23/24-05). Zero bids were received on each occasion. The requirements of the purchasing Ordinance were met so the City began attempting other ways to get this contracted. After meeting with Kemp Builders Inc., an agreement has been reached for the Veteran's Memorial to be rebuilt with construction starting in July of 2024 .

In addition to being advertised in the March 7, 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 395 companies of the bid and of them, 20 companies downloaded the bid specifications and 13 companies were directly informed by email of the bidding opportunity.

On Thursday, March 28, 2024, 0 bids were received at the public opening.

I concur with the recommendation of Assistant Finance Director, Gary Harris to award the contract to reconstruct the Veteran's Memorial to Kemp Builders Inc., in the amount of \$143,000.00 with a contingency of \$15,000.00 for unforeseen issues for a total of \$158,000.00.

Finance Director Maria Farris has verified that funds for this acquisition have been budgeted for and are available in the General Fund, Building and Grounds, Captial Outlay Expense Account, and the Court Building Construction Fund – Project Cost expense account (101-265-971.000 & 482-000-980.001).

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

Christina Parker

Christina Parker,
Purchasing Director



MEMORANDUM

DATE: June 17, 2024
TO: Christina Parker Purchasing Director
FROM: Gary Harris, Assistant Finance Director
SUBJECT: ITB 23/24-05 VETERAN'S MEMORIAL RECONSTRUCTION

Bids were solicited to contract for the reconstruction of the City of Romulus Veteran's Memorial on 2 occasions, July 19, 2023 (ITB 23/24-01) & again March 7, 2024 (ITB 23/24-05). Zero bids were received on each occasion. The requirements of the purchasing Ordinance were met so the City began attempting other ways to get this contracted. After meeting with Kemp Builders Inc., an agreement has been reached for the Veteran's Memorial to be rebuilt with construction starting in July of 2024 provided a council resolution is granted.

In addition to being advertised in the March 7, 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 395 companies of the bid and of them, 20 companies downloaded the bid specifications and 13 companies were directly informed by email of the bidding opportunity.

On Thursday, March 28, 2024, 0 bids were received at the public opening.

I recommend awarding the contract to Kemp Builders Inc. in the amount of \$143,000.00 with a contingency of \$15,000.00 for unforeseen issues for a total of \$158,000.00. Construction is expected to begin in mid-July of 2024.

Finance Director Maria Farris has verified that funds for this acquisition have been budgeted for and are available in the General Fund, Building and Grounds, Captial Outlay Expense Account, and the Court Building Construction Fund – Project Cost expense account (101-265-971.000 & 482-000-980.001).

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

Gary Harris,
Assistant Finance Director



FUNDS VERIFICATION FORM

DEPARTMENT: Veterans Memorial

FUND NAME: General Fund/Court Building Construction Fund

ACCOUNT NUMBER/S: 101-265-971.000 & 482-000-980.001

PURPOSE FOR REQUEST: Rebuild the Veteran's Memorial on City Property near Wayne Road

AMOUNT OF EXPENDITURE: \$158,000.00

SIGNATURE OF DEPARTMENT HEAD:

FUNDS CURRENTLY AVAILABLE: \$158,000.00

FINANCE DEPARTMENT APPROVAL:

DATE: 6/14/2024



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 24, 2024**

Item No. I.

General Description: Professional Services Contract for Phase One - Police Department Renovations and Construction

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: Professional Services Contract for Phase One –
Programming/Site-Facility Analysis/Conceptual Design for
Police Department Renovations and Construction
DATE: June 12, 2024

I concur with the recommendation of Robert Pfannes, Police Chief and legal counsel, and respectfully request City Council authorize the Mayor and Clerk to enter into the attached Professional Services Contract with Partners in Architecture, PLC to begin Phase One for Programming/Site Facility Analysis/Conceptual Design for the Romulus Police Department at a cost not to exceed \$37,550.00.

Maria Farris, Finance Director has verified funds for this acquisition are currently available in the Public Safety, Police, Contractual Services Fund account #205-301-818.000.

Motion by _____, supported by _____, to concur with the administration and authorize the Mayor and Clerk to enter into the attached Professional Services Contract with Partners in Architecture, PLC to begin Phase One for Programming/Site Facility Analysis/Conceptual Design for the Romulus Police Department at a cost not to exceed \$37,550.00.

Memo

To: Robert McCraight, Mayor
From: Robert Pfannes, Chief of Police
Date: June 6, 2024
Re: Professional Services Contract for Phase One - Programming / Site-Facility Analysis / Conceptual Design Phase of police department renovations and construction

Mayor,

The specific duties of the professional services are contained in the attached contract. If approved, *PARTNERS in Architecture, PLC* construction would begin Phase One in which they will perform:

- Site and Building Analysis - Conduct existing site and building analysis to understand the site and building infrastructure, construction type and physical needs, review operations as well as to identify items / components to consider incorporating into the future facility.
- Digital Building Background Plans – Generate ACAD background drawings from in-the-field existing building measurements.
- Master Site Planning - generation of site plan diagrams from existing site plan and/ or aerial photographs. (if available City to provide copy of existing site plans or site survey)
- Programming – Conduct work sessions with Command Administration / Facilities Staff/ and select User Groups for the purpose of identifying a listing of building spaces and functions (space program) that should be incorporated into the vision for the new facility.
- Design Optioning - Development of multiple conceptual site and floor plan diagrams resulting in a minimum of 3 scheme solutions of study for the new facility.
- Final Design - Refinement of the 3 selected site and floor plan options
- Graphics - Creation of full color computer-generated site and floor plan diagrams with 3D images of the proposed new facility options.
- Budget Modeling - Creation of conceptual opinion of probable construction cost.
- Scheduling / Phasing - Creation of a project schedule, phasing options and move schedule.

City Attorney, Steve Hitchcock, has reviewed and approved the contract

Finance Director, Maria Farris, has reviewed the budget and concurs that sufficient funds exist for this contract.

If you concur, I request that you seek Council's approval to enter into this agreement with PARTNERS in Architecture for these professional services.



Stephanie Corona
Project Executive
Gilbane Building Company
1435 Randolph Street Suite 405
Detroit, Mi 48226

SCorona@GilbaneCo.com

May 14, 2024

RE: Police Department Visioning
City of Romulus Proposal for Architectural / Planning Services

Dear Stephanie:

It was great to see you again and meet with Chief Pfannes to discuss the opportunities ahead for the Romulus Police Department. As discussed, the needs for the current station have been growing and a long time in the making. We understand through the department's preliminary programming with some planning and due diligence that a renovation / addition is the current anticipation and that a more in-depth feasibility study and conceptual planning is desired to make informed decisions.

We would very much love to be a part of the team and work alongside you and the Chief to provide expertise, options and to facilitate the exploration of program and design possibilities. As mentioned, we are currently doing similar programs with the City of St Clair Shores, Northville Township, and Clay Township for their Police Departments.

PARTNERS in Architecture, PLC with our team of engineers proposes to provide the necessary programming, master planning, phasing studies, design services and cost modeling to work with you, the City, Police Department Administration and User Groups to achieve its goal of envisioning the new Police Facility. We understand that the facility will remain at the current site and that the focus is to utilize all or part of the existing building as a renovation and or addition which may include selective demolition. In this effort we will provide a minimum of 3 different concept options with a project budget in the range of \$10m.

Services are proposed in (2) distinct phases which are summarized as follows:

PHASE ONE – Programming / Site-Facility Analysis / Conceptual Design Phase:

In Phase One we will conduct a Site and Facility Analysis to identify opportunities and challenges which results in a published document, define a facility space program as a written document outlining the project needs and objectives using the preliminary program already prepared as a starting point. Conduct multiple planning and design workshops with the Department and User Groups where we explore multiple conceptual designs that encompass your defined needs and overall project goals. Once the conceptual design solutions are developed, we will generate conceptual construction cost model estimates and phasing scenarios. At completion we will provide a design package portfolio document that can be shared with stakeholders and is ready to promote the new vision with the community.

A brief listing of items occurring within this Phase are as follows:

- **Organization** - Kick-off meeting with the Owner Team to clearly identify the project requirements, overall project goals, schedule objectives and establish communication protocols and refine the deliverables listing.



- **Site and Building Analysis** - Conduct existing site and building analysis to understand the site and building infrastructure, construction type and physical needs, review operations as well as to identify items / components to consider incorporating into the future facility.
- **Digital Building Background Plans** – Generate ACAD background drawings from in-the-field existing building measurements.
- **Master Site Planning** - generation of site plan diagrams from existing site plan and / or aerial photographs. (if available City to provide copy of existing site plans or site survey)
- **Programming** – Starting with current preliminary program conduct work sessions with Command Administration / Facilities Staff/ and select User Groups for the purpose of identifying a listing of building spaces and functions (space program) that should be incorporated into the vision for the new facility.
- **Design Optioning** - Development of multiple conceptual site and floor plan diagrams resulting in a minimum of 3 scheme solutions of study for the new facility. There will be many more than 3 schemes explored to arrive at the 3 options.
- **Final Design** - Refinement of the 3 selected site and floor plan options incorporating Owner Team input as part of the collaborative process facilitated during the work sessions.
- **Graphics** - Creation of full color computer-generated site and floor plan diagrams with 3D images of the proposed new facility options.
- **Budget Modeling** - Creation of conceptual opinion of probable construction cost.
- **Scheduling / Phasing** - Creation of a project schedule, phasing options and move management scenarios.
- **Final Review** - Meet with Owner Team to discuss overall project solutions, scope and budget models.
- **Public Presentation** – As desired, present findings of the Assessment, Programming and Concept Solutions for review and approval of this phase.

PROPOSED DELIVERABLES:

- **Written report of Site and Building Analysis**
- **Building Space Needs and Functional Program Matrix**
- **Master Site Plan Designs in color**
- **Building Plan Diagrams in color**
- **Building Elevations in Color**
- **Building and Site 3D images**
- **Budget Model of Probable Cost**



PHASE TWO – Project Implementation:

We offer this phase as a continuation of Phase One if desired. This Phase involves refinement and finalization of a selected conceptual design and allows for further definition / development of the proposed improvements. Once the design is finalized and approved by the Owner Team, the detailed technical construction documents will be developed. These detailed documents (drawings and written specifications) will be used for bidding and construction and depending on the delivery method selected.

There are generally three (3) parts included in Phase Two, which are listed and briefly described as follows:

- A. Design Development / Construction Documentation Phase:** During this phase, the design is developed in greater detail and the technical drawings and project specifications are developed and finalized. Documents are issued for permit review.
- B. Bidding Phase:** Depending on the Construction delivery method preferred and selected by the City, the project will be issued for bidding to solidify project contract cost.
1. Traditional Design-Bid-Build
 2. Construction Management
 3. Design-Build (potentially most cost effective with schedule advantages)
 4. Options 2 & 3 can provide a Guaranteed Maximum Price component (GMP)
- C. Construction Administration Phase:** Once contract costs are finalized the construction phase can begin. Our involvement is extremely critical during this phase. We work in concert with the Contractor to provide you with full owner representation, ensuring that your best interests are at the forefront.

COMPENSATION:

We pride ourselves on providing **exceptional service** and **technical precision** with our “Partnership” approach, for a fair competitive fee.

PARTNERS in Architecture, PLC holds a State of Michigan Indefinite Delivery / Indefinite Quantity (IDIQ) contract with the State and participates in the MiDeal program. As a participant in this program, we are able to extend this competitively procured contract to public entities throughout the State that are members of the MiDeal program. We understand that The City of Romulus is a participant and we have based this proposal accordingly.

Our proposed compensation is outlined below.

Phase One – Programming /Site and Building Analysis / Conceptual Design Phase:

- Architectural Planning and Design Fee: Not to Exceed \$37,500, billed hourly
- Option to reduce cost in the range of \$5,000 with exclusion of 3D imaging.

Phase Two – Project Implementation following approval of Phase One and Project funding:

- Architectural / Engineering (A/E) Fee Range: 6.5 – 7.5% of Construction Cost

The A/E fee can vary depending on the final project scope and complexity and will be fixed once the overall project scope and budget have been established, confirmed, and approved. This typically happens at the end of the Design Development phase effort.



If the project proceeds into Phase Two as a negotiated continuation of the project PARTNERS will credit back 50% of the Phase One Fee towards Phase Two.

Reimbursables:

Reimbursable expenses are in addition to the A/E fee above. We anticipate Phase One reimbursables to include the following: mileage, color presentation printing. These charges are marked up 10%. Please refer to our 2024 fee billing policy for additional information, which is attached to this proposal.

For our Phase One services, we would estimate reimbursable expenses to be in the \$900 - \$1,200 range.

Schedule:

We can begin within (4) weeks of the acceptance of this proposal. We anticipate a total of (8-10) weeks to complete Phase One, assuming timely feedback from the City and Department during the course of the work. A schedule for Phase Two will be developed once the overall project scope is defined and approved.

Assumptions:

- Our proposal is based on signing a standard AIA B-101, 2017 Owner – Architect Agreement with mutually agreeable modifications.
- A Site Survey will be provided by the City if needed in Phase One.
- Project Delivery methods will be discussed during Phase One as it may influence cost modeling and the direction for Phase Two approach.

Stephanie, we truly appreciate this opportunity to provide our professional services to you and the City of Romulus Police Department.

I will call to review and discuss any questions you may have. If acceptable, please have below signed and return a copy to my attention to initiate the project start-up.

Sincerely,

Accepted By:

PARTNERS in Architecture, PLC

City of Romulus

David W Gassen, AIA, NCARB
Principal

Signature

Cc: Michael Malone AIA, Lauren Lee
File Ref: 24-000; NPD
Enclosure

Title

Date



FUNDS VERIFICATION FORM

DEPARTMENT:

Police Department

FUND NAME:

Public Safety Fund

ACCOUNT NUMBER/S:**PURPOSE FOR REQUEST:**

Professional Services Agreement with Partners in Architecture, PLC

AMOUNT OF EXPENDITURE:

\$37,500

SIGNATURE OF DEPARTMENT HEAD:

Robert Pfannes

FUNDS CURRENTLY AVAILABLE:

\$37,550 GL# 205-301-818.000

FINANCE DEPARTMENT APPROVAL:

Maria Farris

DATE:

6/12/2024



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 24, 2024**

Item No. J.

General Description: Piggyback on MiDeal Contract for the Purchase of Practice Ammunition for the Police Department

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 #071B6600126 for the Purchase of Practice and Duty Ammunition for the Police Department
DATE: June 10, 2024

I concur with the recommendation of Police Chief Robert Pfannes and Christina Parker, Purchasing Director, and respectfully request Council's authorization to piggyback on the MiDeal Contract #071B6600126 to purchase ammunition for both practice at the range and on duty purposes in the amount of \$14,989.80 from Vance Outdoor Inc.

Gary Harris, Assistant Finance Director, has verified that funds for the purchase are currently available in the Public Safety Fund, Police Department, Certifications and Licensing expense account #205-301-957.000.

Motion by _____, supported by _____, to concur with the administration and consent to piggyback on the MiDeal Contract #071B6600126 to purchase ammunition for both practice at the range and on duty purposes in the amount of \$14,989.80 from Vance Outdoor Inc.



MEMORANDUM

DATE: June 10, 2024
TO: Mayor Robert McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Piggyback on MiDeal Contract #071B6600126 for the purchase of Practice and Duty Ammunition for the Police Dept.

The Romulus Police Department is in need of ammunition for both practice at the range and on duty purposes. Vance Outdoors holds a contract with the State of Michigan through its MiDeal program for the sale of ammunition. The Police Department wishes to purchase \$14,989.80 worth of ammunition at this time.

Please be informed that the requirement of the City of Romulus Purchasing Ordinance to solicit competitive bids for this purchase is exempt under the exception to competition clause allowing 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 Michigan Department of State acted as the host agency for the MiDeal solicitation that resulted in a contract being awarded to Vance Outdoors, Inc. (Contract expires August 31, 2024)

It is the recommendation of myself and Police Chief Robert Pfannes to proceed with the purchase. If you concur, please request Council’s permission to piggyback on the MiDeal Contract (#071B6600126) to purchase .40S&W 165gr (500 rounds), .223REM (1,000 rounds), 12ga buffered shot (250 rounds), and 12ga rifled slug (250 rounds) ammunition for a total of \$14,989.80 from Vance Outdoors Inc..

Gary Harris, Assistant Finance Director has verified that funds for this purpose are currently available in the Public Safety Fund, Police Department, Certifications & Licensing expense account (205-301-957.000).

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

Christina Parker

Christina Parker
Purchasing Director

MEMO



To: Mayor Robert McCraight
From: Chief Robert Pfannes *[Signature]*
Date: 6/5/2024
Re: Request to Purchase Practice & Duty Ammunition – Piggyback on MiDeal Contract #071B6600126

The Romulus Police Department has budgeted for the purchase of practice and duty ammunition for the 23/24 fiscal year.

As allowed under the Piggyback clause of the Romulus Purchasing Ordinance, we would like to purchase, .40S&W 165gr (500 rounds), .223REM (1,000 rounds), 12ga buffered shot (250 rounds), and 12ga rifled slug (250 rounds) of ammunition under the State of Michigan MiDeal Contract #071B6600126.

Funds for this purchase is budgeted in account 205-301-957.000 Certifications & Licensing.

If you concur, please seek Councils approval to proceed with this purchase.



Send PO's To:
3723 Cleveland Ave
Columbus, OH 43224
Ph (614)471-0712

Remit Pymt To:
4250 Alum Creek Dr
Obetz, OH 43207
Ph (614)489-5025

Account Name ROMULUS POLICE DEPARTMENT
Contact Name Sgt. DARRYL NIPPES
Bill To 11111 WAYNE ROAD
ACCOUNTS PAYABLE
ROMULUS, MI 48174
Phone (734) 941-8400
Email dnippes@romulusgov.com

Date 5/24/2024
Quote Number 00059867
Prepared By Doug Vance

Quantity	Product Family	Style Number	Description	Unit of Measure	Sales Price	Total Price
48.00	Winchester	USA40SW	USA .40S&W 165gr. FMJ-Flat Nose	500 rds	\$132.70	\$6,369.60
15.00	Winchester	USA223R1K	USA .223Rem 55gr. FMJ	1000 rds	\$421.40	\$6,321.00
5.00	Winchester	XB1200	Super-X 12ga. 2 3/4" 9-pellet 00-Buck, Buffered Shot	250 rds	\$152.40	\$762.00
9.00	Winchester	RA12RS15S	Ranger 12ga. 2 3/4" 1oz 3-Segment Lead HP Rifled Slug	250 rds	\$170.80	\$1,537.20
Subtotal						\$14,989.80
Trade In Value						\$0.00
Shipping and Handling						\$0.00
Tax						\$0.00
Quote Grand Total						\$14,989.80

Payment Details

Net 30 ☒
Credit Card ☐

Number of Days
Quote Valid

Quote Valid 30 Days

If Making Payment Via Credit Card, Please Call
614-471-0712

NOTE: CREDIT CARDS OVER \$1,000 INCUR A 3% SURCHARGE

Office Use Only * Pricing is per the MI State Contract
#071B6600126.

RETURNED GOODS POLICY

Please note that returned goods must have
prior authorization.

DEFECTIVE MERCHANDISE POLICY

Returns of defective merchandise must be made
directly to the manufacturer for repair or replacement.

DAMAGED GOODS POLICY

For Prompt resolution, please notify us
immediately upon receiving your shipment if
you encounter any shortages or damages.



FUNDS VERIFICATION FORM

DEPARTMENT:

Police Department

FUND NAME:

Certifications & Licensing

ACCOUNT NUMBER/S:

205-301-957.000

PURPOSE FOR REQUEST:

To purchase department duty and training ammunition

AMOUNT OF EXPENDITURE:

\$14,989.80

SIGNATURE OF DEPARTMENT HEAD:

Robert Spence

FUNDS CURRENTLY AVAILABLE:**FINANCE DEPARTMENT APPROVAL:**

Gary Harris

DATE:

6/10/2024



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 24, 2024**

Item No. K.

General Description: Sole Source Purchase Vector Solutions' Guardian Tracking Software

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: Sole Source Purchase Vector Solutions' Guardian Tracking Software
DATE: June 20, 2024

I concur with the recommendation of Robert Pfannes, Police Chief and Christina Parker, Purchasing Director, and respectfully request City Council authorize the Sole Source purchase of Guardian Tracking Software from Vector Solutions' for the City of Romulus Police Department for a total cost of \$19,602.00, the amount will be paid over a period of three (3) years at \$6,384 per fiscal year (first payment will include a one-time \$450 implementation fee).

Gary Harris, Assistant Finance Director has verified that funds are available in the Police Public Safety Fund Certifications & Licensing Expense account #205-301-957.000.

Motion by _____, supported by _____, to concur with the Administration, and authorize the Sole Source purchase of Guardian Tracking Software from Vector Solutions' for the City of Romulus Police Department for a total cost of \$19,602.00, the amount will be paid over a period of three (3) years at \$6,384 per fiscal year (first payment will include a one-time \$450 implementation fee).



MEMORANDUM

DATE: June 19, 2024
TO: Mayor Robert A. McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Sole Source Purchase Vector Solutions' Guardian Tracking Software

Under the terms of Chapter 39 of the City of Romulus Code of Ordinances (Section 39-11(d)(1)c.1., Exceptions to Competition-Sole Source Purchase-only one known source that can provide the commodity), I respectfully request that Council authorize the Sole Source purchase of Guardian Tracking Software from Vector Solutions' for the City of Romulus Police Department. Guardian Tracking is a web-based solution for law enforcement to assist our department with establishing a process for consistent feedback and positive recognition.

A Sole Source letter has been submitted from Vector Solutions'.

I concur with the recommendation of Police Chief Robert Pfannes to proceed with this purchase. If you concur, please request Council's authorization for the purchase of Guardian Tracking Software from Vector Solutions' for the City of Romulus Police Department for a total cost of \$19,602.00 under the terms of Sole Source Purchases Exception in Section 39- 11 (d) (1)c.1 of the City of Romulus Purchasing Ordinance. The total amount will be paid over a period of 3 years at \$6,384 per fiscal year. The first payment will include a one-time \$450 implementation fee.

Gary Harris, Assistant Financial Services Director, has verified that funds are available in the Police Public Safety Fund Certifications & Licensing Expense Account (205-301-957.000).

If I can be of any further assistance in this matter, please contact me.

Christina Parker

Christina Parker
Purchasing Director

MEMO



To: Mayor Robert McCraight
From: Chief Robert Pfannes *[Signature]*
Date: 6/18/2024
Re: Sole Source Guardian Tracking Software Purchase

The Romulus Police Department is seeking to enter into agreement with Guardian Tracking under the sole source provision of the purchasing ordinance.

Guardian Tracking is a web-based solution for law enforcement to assist our department with establishing a process for consistent feedback and positive recognition.

Key benefits of Guardian Tracking include:

- Get a full picture of employee performance-the positive as well as the negative-through continuous feedback.
- Protect personnel decisions through consistent documentation of all aspects of performance.
- Early identification flags can notify managers of behavior that may need to be addressed to save careers.
- Creates a simple process for documentation of an observation, event, conversation, incidents of good or bad performance, rewards and recognition, reviews, or any other work-related happenings.
- Promotes a positive and motivating workplace culture and encourages high performance.
- Standardizes the recognition process for both high (and low) performing employees; helps identify good prospects for promotions and leadership opportunities.
- Encourages peer-to-peer recognition.
- Monitors goals and performance improvement plans as well as improves grievance and disciplinary procedures.

- Complete and objective data for performance evaluations and internal investigations.
- Promotes coaching and improved performance.
- Defend personnel decisions and mitigate liability.
- Accreditation compliance for a variety of standards for various associations.

The total over 3 years for this software is \$19,602. If approved, the first payment will be made for \$6,834 which includes a one-time \$450 implementation fee. Funds for the initial payment will come from the 2023/2024 budget, account 205-301-957.000/ Certifications & Licensing.

Subsequent payments of \$6,384 will be budgeted in account 205-301-957.000 Certifications & Licensing.

If you concur, please seek Councils approval to proceed with this purchase.

Sole Source Justification

A Total Early Intervention and Performance Management Solution

This document serves as a sole source justification for Vector Solutions' early intervention and performance management solution (**Guardian Tracking**), which is developed and provided solely by Vector Solutions, the industry's leading provider of solutions to train, prepare, and retain your personnel.

Service Description

Vector Solutions' industry-leading early intervention and performance management solution (**Guardian Tracking**) is a proprietary web-based solution for Law Enforcement agencies that helps transform the culture within agencies by equipping personnel with a process for consistent feedback and positive recognition and helps identify personnel in need of intervention before an adverse event takes place. No other software offers the breadth of functionality for performance documentation, early intervention, or early recognition provided by our proprietary platform.

Key benefits of **Guardian Tracking** include:

- Get a full picture of employee performance-the positive as well as the negative-through continuous feedback.
- Protect personnel decisions through consistent documentation of all aspects of performance.
- Early identification flags can notify managers of behavior that may need to be addressed to save careers.
- Creates a simple process for documentation of an observation, event, conversation, incidents of good or bad performance, rewards and recognition, reviews, or any other work-related happenings.
- Promotes a positive and motivating workplace culture and encourages high performance.
- Standardizes the recognition process for both high (and low) performing employees□ helps identify good prospects for promotions and leadership opportunities.
- Encourages peer-to-peer recognition.
- Monitors goals and performance improvement plans as well as improves grievance and

disciplinary procedures.

- Complete and objective data for performance evaluations and internal investigations.
- Promotes coaching and improved performance.
- Defend personnel decisions and mitigate liability.
- Accreditation compliance for a variety of standards for various associations.

**TargetSolutions Learning, LLC Agreement
Schedule A****Date:** Friday, June 14, 2024**Client Information**

Client Name: Romulus Police Department, MI	
Address: 11165 Olive Street Romulus, MI 48174	
Primary Contact Name: Monique Talley	Primary Contact Phone: (734) 942-6879

Agreement Term

Effective Date:	Initial Term: 36 months
------------------------	--------------------------------

Invoicing Contact Information (Please fill in missing information)

Billing Contact Name:		
Billing Address: 11165 Olive Street Romulus, Michigan 48174		Billing Phone: Billing Email:
PO#:	Billing Frequency: Annual	Payment Terms: Net 30

This quote is for the Guardian Tracking platform, for 70 users

Annual Fee(s)

Product Code	Product	Description	Minimum Annual Commitment	Price	Sub Total
VGS-GTEPMS	Guardian Tracking	Annual Subscription for Guardian Tracking -- Employee Performance Management Software	70	\$86.70	\$6,069.00
VGS-GTMAINT	Guardian Tracking - Annual Maintenance	Guardian Tracking - Annual Maintenance Fee	1	\$315.00	\$315.00

Annual Total: \$6,384.00

One-Time Fee(s)

Product Code	Product	Description	Qty	Price	Sub Total
VGS-GTIMP1	Guardian Tracking Implementation & Training: 1-75	Guardian Tracking - Implementation Fee for up to 75 users (One-time fee includes: database creation, admin and user training)	1	\$450.00	\$450.00

One-Time Total: \$450.00

Grand Total (including Annual and One-Time): \$6,834.00

Please note this is not an invoice. An invoice will be sent within fourteen (14) business days.

Additional Terms and Conditions.

The following are in addition to the Client Agreement General Terms and Conditions.

1. Additional Named Users added after the Effective Date will be invoiced at the full per Named User fee. Such additional Named Users shall become part of the Minimum Annual Commitment for subsequent years, on the anniversary date of each contract year or upon renewals under the Agreement.
2. You agree to pay for the number of Named Users using or licensed to access the Services in a given contract year. Subject to the Minimum Annual Commitment, Changes in Named User counts will be reflected in the annual contract amount from that period forward for all Users.
3. Subject to the above Minimum Annual Commitment, annual fees for your use of the Services will be based upon the number of Named Users in a given contract year.
4. Named Users deactivated in a given contract year will not count towards the total number of Named Users in the year following such deactivation, unless reactivated.
5. Fees, both during the Initial Term, as well as any Renewal Terms, shall be increased by 5.0% per contract year. Changes in Named User counts will be reflected in the annual contract amount from that period forward for all Users.
6. All undisputed invoices are due and payable Net 30 days after invoice date ("Due Date"). Any fees unpaid for more than 10 days past the Due Date shall bear interest at 1.5% per month or the highest applicable rate permitted by law.
7. **AUTOMATIC RENEWAL. UNLESS OTHERWISE AGREED OR WHERE PROHIBITED BY APPLICABLE LAW OR REGULATION, UPON EXPIRATION OF THE ABOVE INITIAL TERM, THIS AGREEMENT WILL RENEW FOR A RENEWAL TERM EQUAL TO THE INITIAL TERM AT VECTOR SOLUTIONS' THEN**

CURRENT FEES, UNLESS NOTICE IS GIVEN BY EITHER PARTY OF ITS INTENT TO TERMINATE THE AGREEMENT AT LEAST SIXTY (60) DAYS PRIOR TO THE SCHEDULED TERMINATION DATE.

Address for Notices:

4890 W. Kennedy Blvd., Suite 300
Tampa, FL 33609

11165 Olive Street
Romulus, MI 48174

VECTOR SOLUTIONS PUBLIC SECTOR SOFTWARE AS A SERVICE AGREEMENT

This Vector Solutions Software as a Service Agreement (the "Agreement"), effective as of the date noted in the attached Schedule A (the "Effective Date"), is by and between **TargetSolutions Learning, LLC, d/b/a Vector Solutions**, ("We/Us") a Delaware limited liability company, and the undersigned customer ("You/Your"), (each a "Party" or "Parties") and governs the purchase and ongoing use of the Services described in this Agreement.

GENERAL TERMS AND CONDITIONS

1. **SERVICES.** We shall provide the following Software as a Service ("**Services**"):

1.1. Access and Use. We grant You a non-exclusive, non-transferable revocable authorization to remotely access and use the software as a service offering identified in Schedule A (the "**Services**") and, unless prohibited by law, We will provide access to any persons You designate for use as described in these terms and conditions. For clarification, We authorize access and use on a "one user per one authorization basis" and once granted, You are not allowed to transfer authorizations to other users. Your ability to use the Services may be affected by minimum system requirements or other factors, such as Your Internet connection.

1.2. Availability. We will use commercially reasonable efforts to provide access to and use of the Services twenty-four (24) hours a day, seven (7) days a week, subject to scheduled downtime for routine maintenance, emergency maintenance, system outages, and other outages beyond our control.

1.3. Help Desk. We will assist You as needed on issues relating to usage via e-mail, and a toll-free Help Desk five (5) days per week, at scheduled hours, currently 8:00am to 6:00 pm Eastern Time, Monday-Friday or <https://support.vectorsolutions.com/s/contactsupport>

1.4. Upgrades and Updates. We reserve the right, in our discretion, to make updates or upgrades to the Services that are necessary or useful to: (a) maintain or enhance: (i) the quality or delivery of the Services; (ii) the competitive strength of or market for the Services; or (iii) the Services' cost efficiency or performance; or (b) to comply with applicable law. For no additional charge, You will receive access to any general upgrades and updates to the Services which We make generally available to our other customers. All updates and upgrades to the Services are subject to these terms and conditions.

1.5. Additional Services. From time to time, the Parties may decide in their discretion to add additional Services, subject to the Parties' execution of one or more change forms which shall be substantially in the form of the Schedule A and shall incorporate these terms and conditions by reference. Each individual Schedule A shall have its own service term.

2. YOUR RESPONSIBILITIES AND USE RESTRICTIONS.

2.1. Compliance. You shall be responsible for all Users' compliance with this Agreement and shall use commercially reasonable efforts to prevent unauthorized access to or use of the Services. You shall comply with all applicable laws, standards, and regulations and will not use the Services in a manner not specified or permitted by Us.

2.2. Identify Named Users. A "**Named User**" is defined as Your employees, consultants, contractors, and agents You authorize to access and use the Services You are purchasing during each contract year ("Term") of the Agreement.

2.2.1. You will be responsible for the following: (a) cause each of Your Named Users to complete a unique profile if not created by Vector Solutions on their behalf; and (b) timely maintain a user database by adding a unique profile for each new Named User. Due to licensing and data retention requirements, Named Users may not be removed from our system unless required by law. You will be responsible for identifying Named Users from time to time during the Term of this Agreement through available system capabilities.

2.3. Future Functionality. You agree that Your purchases are not contingent on Our delivery of any future functionality or features. You are not relying on any comments regarding future functionality or features.

3. FEES AND PAYMENTS.

3.1. Fees and Payment. You will pay for the Services in accordance with the payment terms, frequency, and fee schedule in Schedule A attached to this Agreement. All fees collected by Us under this Agreement are fully earned when due and nonrefundable when paid, except if You terminate this Agreement for cause as described in Section 5.2.

3.2. Due Date. All fees due under this Agreement must be paid in United States Dollars or Canadian Dollars or as specified in Schedule A as applicable to Your location. We will invoice You in advance and all undisputed invoices are due and payable on the due date specified in Schedule A.

3.3. Suspension of Service. If You do not make an undisputed payment on time, We may suspend Your or Your Named Users' access to the Services without further notice until all overdue payments are paid in full. Our suspension of Your use of the Services or termination of the Agreement for Your violation of the terms of this Agreement will not change Your obligation to pay any and all payments due for the applicable Term.

3.3.1. We may also suspend, terminate, or otherwise deny Your access or any Named User's access to or use of all or any part of the Services, without incurring any liability to You, if: (a) We receive a judicial or other governmental demand or order, subpoena, or law enforcement request that expressly or by reasonable implication requires Us to do so; or (b) We believe, in good faith and reasonable discretion, that: (i) You or any Named User, have failed to comply with any term of this Agreement, or accessed or used the Services beyond the scope of the rights granted, or for a purpose not authorized under this Agreement; or (ii) Your use of the Services causes a direct or indirect threat to our network function or integrity, or to Our other customers' ability to access and use the Services; or (iii) You or any Named User, are or have been involved in any fraudulent, misleading, or unlawful activities relating to or in connection with any of the Services; or (iv) this Agreement expires or is terminated. This Section 3.3 does not limit any of Our other rights or remedies under this Agreement.

3.4. **Taxes.** All fees under this Agreement exclude all sales, use, value-added taxes, and other taxes and government charges, whether Federal, State, or foreign, and You will be responsible for payment of all such taxes (other than taxes based on our income), fees, duties, and charges, and any related penalties and interest, arising from the payment of any and all fees under this Agreement including the access to or performance of the Services hereunder. If We have a legal obligation to pay or collect taxes for which You are responsible under the Agreement, then then We will invoice, and You will pay the appropriate amount unless You claim tax exempt status for amounts due under this Agreement and provide Us with a valid tax exemption certificate (authorized by the applicable governmental authority) promptly upon execution of this Agreement. If any taxes shall be required by law to be deducted or withheld from any fee payable hereunder by You to Us, You shall, after making the required deduction or withholding, increase such fee payable as may be necessary to ensure that We shall receive an amount equal to the fee We would have received had no such deduction or withholding been made.

4. INTELLECTUAL PROPERTY RIGHTS.

4.1. We alone (and our licensors, where applicable) shall own all rights, title, and interest in and to our software, website and technology, the course content (if any), and the Services We provide, including all documentation associated with the Services. If You provide any suggestions, ideas, enhancement requests, feedback, recommendations, or other information provided by You (collectively "**Feedback**"), We may use such Feedback to improve the Services without charge, royalties, or other obligation to You, and Our use of Your Feedback does not give You any property rights to the Services.

The Vector Solutions name and logo are trademarks of Vector Solutions, and no right or license is granted to You to use them. You shall own all rights, title, and interest in and to Your added software, Your content, and information collected from Your content pages ("**Your Data**"). You shall have no rights in or to any other data collected that is not affiliated with You. Your content, email addresses, and personal information of Your Named Users or Your EHS Active Employees You entered into the database, or any of Your customers or users is Your sole property. We will not, at any time, redistribute, share, or sell any of Your email addresses, email server domain names, customer names, or personal information. Course content that You purchase from third-party course providers and access through our LMS will require the sharing of certain user information with Us in order for Us to properly track and report usage.

4.2. You recognize that We regard the software We have developed to deliver the Services as our proprietary information and as confidential trade secrets of great value. You agree not to provide or to otherwise make available in any form the software or Services, or any portion thereof, to any person other than Your Named Users without our prior written consent. You further agree to treat the Services with at least the same degree of care with which You treat Your own confidential information and in no event with less care than is reasonably required to protect the confidentiality of the Services.

4.2.1 Except as otherwise agreed in writing or to the extent necessary for You to use the Services in accordance with this Agreement, You are not allowed to: (a) copy the course content in whole or in part; (b) display, reproduce, create derivative works from, transmit, sell, distribute, rent, lease, sublicense, transfer or in any way exploit the course content in whole or in part; (c) embed the course content into other products; (d) use any of our trademarks, service marks, domain names, logos, or other identifiers or any of our third party suppliers; (e) reverse engineer, decompile, disassemble, or access the source code of any of our Services or software, (f) use the software or Services for any purpose that is unlawful; (g) alter or tamper with the Services and/or associated documentation in any way; (h) attempt to defeat any security measures that We may take to protect the confidentiality and proprietary nature of the Services; (i) remove, obscure, conceal, or alter any marking or notice of proprietary rights that may appear on or in the Services and/or associated documentation; or (j) except as permitted by this Agreement, knowingly allow any individual or entity under Your control to access Services without authorization under this Agreement for such access.

4.3. We acknowledge that You alone shall own all rights, title, and interest in and to Your name, trademarks, or logos, and this Agreement does not give Us any rights of ownership to the same. You hereby authorize Us to use Your name, trademarks, or logos in promotional materials, press releases, advertising, or in other publications or websites, whether oral or written. If You do not consent to Our use of Your name or logo, You may withdraw Your consent at any time by notifying Us at logousage@vectorsolutions.com.

5. TERM, TERMINATION, AND NOTICE.

5.1 **Term.** The term of this Agreement will start on the Effective Date, and will remain in full force and effect for the initial term (the "**Initial Term**") indicated in Schedule A. Upon expiration or early termination of this Agreement by either Party as described below in Section 5.2 (Termination for Cause) or for any reason, You shall immediately discontinue all use of the Services and documentation, and You acknowledge that We will terminate Your ability to access the Services. Notwithstanding, access to the

Services may remain active for thirty (30) days solely for purpose of our record keeping (the “**Expiration Period**”). If You continue to access or use the Services following the Expiration Period, then Your continued use will renew the Agreement under the same terms and conditions, subject to any annual price adjustments.

5.2 Termination for Cause. Either Party may terminate this Agreement, effective upon written notice to the other Party (the “**Defaulting Party**”), if the Defaulting Party materially breaches this Agreement, and that breach is incapable of cure, or with respect to a material breach capable of cure, and the Defaulting Party does not cure the breach within thirty (30) days after receipt of written notice of the breach. If You terminate this Agreement due to Our material breach, then We will return an amount equal to the pro-rated fees already paid for the balance of the term as of the date of termination as Your only remedy.

5.3. Notice. All required notices by either Party shall be given by email, personal delivery (including reputable courier service), fees prepaid, or by sending the notice by registered or certified mail return receipt requested, postage prepaid, and addressed as set forth in Schedule A. Such notices shall be deemed to have been given and delivered upon receipt or attempted delivery (if receipt is refused), as the case may be, and the date of receipt identified by the applicable postal service on any return receipt card shall be conclusive evidence of receipt. Notices and other communications sent by e-mail shall be deemed received upon the sender's receipt of an acknowledgment from the recipient (such as by the "return receipt requested" function, as available, return e-mail or other written acknowledgment). Either Party, by written notice to the other as described above, may alter its address for written notices.

6. MUTUAL WARRANTIES AND DISCLAIMER.

6.1. Mutual Representations and Warranties. Each Party represents and warrants to the other Party that: (a) it is duly organized, validly existing, and in good standing as a corporation or other entity under the Laws of the jurisdiction of its incorporation or other organization; (b) it has the full right, power, and authority to enter into and perform its obligations and grant the rights, licenses, consents, and authorizations it grants or is required to grant under this Agreement; (c) the acceptance of this Agreement has been duly authorized by all necessary corporate or organizational action; and (d) when executed and delivered by both Parties, this Agreement will constitute the legal, valid, and binding obligation of each Party, enforceable against each Party in accordance with its terms.

6.2. Disclaimer. EXCEPT AS EXPRESSLY PROVIDED HEREIN, NEITHER PARTY MAKES ANY WARRANTIES OF ANY KIND, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW. WE DO NOT WARRANT THAT THE USE OF THE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE. THE SERVICES AND ASSOCIATED DOCUMENTATION ARE PROVIDED “AS IS,” AND WE PROVIDE NO OTHER EXPRESS, IMPLIED, STATUTORY, OR OTHER WARRANTIES REGARDING THE SERVICES OR ASSOCIATED DOCUMENTATION.

6.3. Disclaimer of Third-Party Content. If You upload third-party content to our platform or Services, the third-party content providers are responsible for ensuring their content is accurate and compliant with national and international laws. We are not and shall not be held responsible or liable for any third-party content You provide or Your use of that third-party content. THERE IS NO WARRANTY OF ANY KIND, EXPRESS, IMPLIED, OR STATUTORY, REGARDING THIRD PARTY CONTENT ACCESSIBLE THROUGH THE SERVICES.

6.4 None of our employees, marketing partners, resellers, or agents are authorized to make any warranty other than the Warranties stated in this Agreement. The provisions in any specification, brochure, or chart are descriptive only and are not warranties.

7. LIMITATION OF LIABILITY. EXCEPT FOR CLAIMS RELATED TO VIOLATION OF INTELLECTUAL PROPERTY RIGHTS, GROSS NEGLIGENCE, FRAUD, OR WILFULL MISCONDUCT, (A) IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY, ANY AFFILIATE, THIRD-PARTY, OR YOUR USERS, WHETHER IN CONTRACT, WARRANTY, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, FOR SPECIAL, INCIDENTAL, INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING LOST PROFITS), ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, AND (B) IF YOU HAVE ANY BASIS FOR RECOVERING DAMAGES (INCLUDING FOR BREACH OF THIS AGREEMENT), YOU AGREE THAT YOUR EXCLUSIVE REMEDY WILL BE TO RECOVER DIRECT DAMAGES FROM US, UP TO AN AMOUNT EQUAL TO THE TOTAL FEES ALREADY PAID TO US FOR THE PRECEDING TWELVE (12) MONTHS.

7.1.1. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, WHATEVER THE LEGAL BASIS FOR THE CLAIM, UNDER NO CIRCUMSTANCES SHALL WE BE LIABLE TO YOU, ANY AFFILIATE, ANY THIRD PARTY OR YOUR USERS FOR ANY CLAIM, CAUSE OF ACTION, DEMAND, LIABILITY, DAMAGES, AWARDS, FINES, OR OTHERWISE, ARISING OUT OF OR RELATING TO PERSONAL INJURY, DEATH, OR OTHER HARM CAUSED FROM USE OF OR RELIANCE ON THE CONTENT OF THE COURSES OR SERVICES. YOU, YOUR AFFILIATES, EMPLOYEES, CONTRACTORS, AGENTS, USERS, AND REPRESENTATIVES RELY ON THE CONTENT OF THE COURSES AND SERVICES AT YOUR OWN RISK.

SOME JURISDICTIONS DO NOT ALLOW THE EXCLUSION OR LIMITATION OF CERTAIN TYPES OF DAMAGES SO, SOLELY TO THE EXTENT SUCH LAW APPLIES TO YOU, THE ABOVE LIMITATIONS AND EXCLUSIONS MAY NOT APPLY TO YOU.

8. OBLIGATIONS OF BOTH PARTIES.

8.1. Our Obligation to You. We shall indemnify and hold You harmless from any and all claims, damages, losses, and expenses, including but not limited to reasonable attorney fees, arising out of or resulting from any third-party claim that any document, course, or intellectual property We provide or upload to our platform infringes or violates any intellectual property right of any person.

8.2. Your Obligation to Us. To the extent not prohibited by applicable law, You shall indemnify and hold Us harmless from any and all claims, damages, losses, and expenses, including but not limited to reasonable attorney fees, arising out of or resulting from any third-party claim that any document, courses, or intellectual property You provide or upload to our platform infringes or violates any intellectual property right of any person.

9. CONFIDENTIALITY.

9.1. Each Party may from time to time disclose to the other Party "Confidential Information" which shall mean and include the Services (including without limitation all courses accessed through the Services), all documentation associated with the Services, software code (include source and object code), marketing plans, technical information, product development plans, research, trade secrets, know-how, ideas, designs, drawings, specifications, techniques, programs, systems, and processes.

9.2. Confidential Information does not include: (a) information generally available to or known to the public through no fault of the receiving Party; (b) information known to the recipient prior to the Effective Date of the Agreement; (c) information independently developed by the recipient outside the scope of this Agreement and without the use of or reliance on the disclosing Party's Confidential Information; or (d) information lawfully disclosed by a third party. The obligations set forth in this Section shall survive termination of this Agreement.

9.3. Each Party agrees that it shall not disclose the Confidential Information of the other to any third party without the express written consent of the other Party, that it shall take reasonable measures to prevent any unauthorized disclosure by its employees, agents, contractors or consultants, that it shall not make use of any such Confidential Information other than for performance of this Agreement, and that it shall use at least the same degree of care to avoid disclosure of Confidential Information as it uses with respect to its own Confidential Information.

9.4. The confidentiality obligations imposed by this Agreement shall not apply to information required to be disclosed by compulsory judicial or administrative process or by law or regulation, provided that the receiving Party shall (if permitted) notify the disclosing Party of the required disclosure, shall use reasonable measures to protect the confidentiality of the Confidential Information disclosed, and shall only disclose as much Confidential Information as is required to be disclosed by the judicial or administrative process, law, or regulation.

10. MISCELLANEOUS.

10.1. Assignment. Neither Party may freely assign or transfer any or all of its rights without the other Party's consent, except to an affiliate, or in connection with a merger, acquisition, corporate reorganization, or sale of all or substantially all of its assets, provided however You shall not assign this Agreement to our direct competitors.

10.2. Governing Law. This Agreement shall be governed by, and enforced in accordance with, the laws of the state of Florida, except where Customer is a public entity or institution in which case the applicable state, provincial, or tribal law where You are located shall govern, in either case without regard to the state's or local laws conflicts of laws provisions. If You are purchasing goods under this Agreement, the Parties agree that the United Nations Convention on Contracts for the International Sale of Goods and the United Nations Convention on the Limitation Period in the International Sale of Goods shall not apply to this Agreement. EACH PARTY WAIVES, TO THE FULLEST EXTENT PERMITTED BY LAW, ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN ANY ACTION ARISING HEREUNDER.

10.3. Export Regulations. All Content and Services and technical data delivered under this Agreement are subject to applicable US and Canadian laws and may be subject to export and import regulations in other countries. Both Parties agree to comply strictly with all such laws and regulations and You acknowledge that You are responsible for obtaining such licenses to export, re-export, or import as may be required after delivery.

10.4. Force Majeure. In no event will either Party be liable or responsible to the other Party or be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement, (except for any obligations to make payments) when and to the extent such failure or delay in performing is due to, or arising out of, any circumstances beyond such Party's control (a "**Force Majeure Event**"), including, without limitation, acts of God, strikes, lockouts, war, riots, lightning, fire, storm, flood, explosion, interruption or delay in power supply, computer virus, governmental laws, regulations, or shutdown, national or regional shortage of adequate power or telecommunications, or other restraints.

10.5. No Waiver. No waiver, amendment or modification of this Agreement shall be effective unless in writing and signed by the Parties.

10.6. Severability. If any provision of this Agreement is found to be contrary to law by a court of competent jurisdiction, such provision shall be of no force or effect, but the remainder of this Agreement shall continue in full force and effect.

10.7. Survival. All provisions of this Agreement (including without limitation those pertaining to confidential information, intellectual property ownership, and limitations of liability) that would reasonably be expected to survive expiration or early termination of this Agreement will do so.

10.8. No Third-Party Beneficiaries. The Parties do not intend to confer any right or remedy on any third party under this Agreement.

10.9. Purchase Orders. You may issue a purchase order if required by Your company or entity and failure to do so does not cancel any obligation You have to Us. If You do issue a purchase order, it will be for Your convenience only. You agree that the terms and conditions of this Agreement shall control. Any terms or conditions included in a purchase order or similar document You issue that conflict with the terms and conditions of this Agreement will not apply to or govern the transaction resulting from Your purchase order.

10.10. Data Processing Agreement. If applicable, the parties shall negotiate in good faith and enter into any further data processing or transfer agreement, including any standard contractual clauses for transfers of data outside of the country where the personal data originates, as may be required to comply with applicable laws, rules and regulations regarding the collection, storage, transfer, use, retention and other processing of personal data.

10.11. Entire Agreement. This Agreement and Schedule A represent the entire understanding and agreement between the Parties, and supersedes all other negotiations, proposals, understandings, and representations (written or oral) made by and between You and Us. You acknowledge and agree that the terms of this Agreement are incorporated in, and are a part of, each purchase order, change order, or Schedule related to our provision of Services. This Agreement prevails over any additional or conflicting terms or conditions in any Customer purchase orders, online procurement terms, or other non-negotiated forms relating to the Services or this Agreement hereto even if dated later than the effective date of this Agreement.

SPECIAL TERMS AND CONDITIONS

CALIFORNIA CONSUMER PRIVACY ACT

If We will be processing personal information subject to the California Consumer Privacy Act, sections 1798.100 to 1798.199, Cal. Civ. Code (2018) as may be amended as well as all regulations promulgated thereunder from time to time ("**CCPA**"), on Your behalf in the course of the performance of the Services, then the terms "California consumer," "business purpose," "service provider," "sell" and "personal information" shall carry the meanings set forth in the CCPA.

CCPA Disclosures: To the extent the CCPA applies to our processing of any personal information pursuant to Your instructions in relation to this Agreement, the following also apply: (a) The Parties have read and understand the provisions and requirements of the CCPA and shall comply with them; (b) It is the intent of the Parties that the sharing or transferring of personal information of California consumers from You to Us, during the course of our performance of this Agreement, does not constitute selling of personal information as that term is defined in the CCPA, because You are not sharing or transferring such data to Us for valuable consideration; (c) We will only use personal information for the specific purpose(s) of performing the Services, including any Schedules within the direct business relationship with You.

SERVICE SPECIFIC TERMS AND CONDITIONS

A. Vector EHS Management Services

A. This Section A contains service specific terms and conditions that will apply only if You are purchasing **Vector EHS Management Services ("EHS Services")** in Schedule A. Otherwise, the following terms will not apply to You.

1. An "**EHS Active Employee**" is defined as Your employees, consultants, contractors, and agents who are contained in the Vector EHS employee and contractor table with an active status. An employee may or may not be a Named User. For EHS Services, You are allowed a Named User for each EHS Active Employee.
2. You will be able to activate or disable employees without incurring additional EHS Active Employee fees as long as the total number of EHS Active Employees does not exceed the number of employees included in Scheduled A.
3. EHS Active Employees added after the Effective Date in Schedule A shall be billed at the full per employee fee. Such additional EHS Active Employees shall become part of the Minimum Annual Commitment for subsequent years, on the anniversary date of each contract year or upon renewals under the Agreement.
4. You agree to pay for the number of EHS Active Employees in the EHS Services in a given contract year.
5. Subject to the Minimum Annual Commitment, if any, set forth in Schedule A, annual fees for Your use of the Services will be based upon the actual number of EHS Active Employees in a given contract year. Employees inactivated in a given contract year will not count towards the total number of employees in the year following such inactivation, unless reactivated.
6. You acknowledge that certain transmissions You receive as part of the EHS Services may contain sensitive personal information that You have provided. You understand that We do not control or own the data contained in such transmissions. As such, You will be responsible for ensuring that the information is secured and preventing the transmission and/or disclosure of such information to unauthorized recipient(s). In the event such information is disclosed to an unauthorized recipient(s), You shall be responsible for notifying Your EHS Active Employee(s) whose information may have been disclosed

to the extent required by law. Both Parties further agree to handle such data in compliance with any applicable Federal, State, or local laws or regulations. You shall also be responsible for any threatening, defamatory, obscene, offensive, or illegal content or conduct of any of Your EHS Active Employees when using the Services. To the extent not prohibited by applicable law, You shall indemnify, defend, and hold Us harmless against any claims that may arise as a result of these matters. With respect to Your use of the EHS Services, You acknowledge that We are not a covered entity or business associate under HIPAA.

B. Vector WorkSafe Services and Vector LiveSafe Services

This Section B. contains service specific terms and conditions that will apply if You are licensing or using Vector WorkSafe Services, LiveSafe Essentials or Vector LiveSafe Services (collectively "LiveSafe Services") in Schedule A. Otherwise, the following terms will not apply to You.

1. **Authorized Users.** **Authorized Users** (interchangeably may be referred to as "Named Users" means the employees, contractors and/or consultants under Your control who You authorized to operate the LiveSafe Services .

2. **Your Responsibilities.** You shall: (i) not permit any person or entity, other than designated Authorized Users, to access the LiveSafe Services; (ii) use commercially reasonable efforts to prevent unauthorized access to or use of the LiveSafe Services, (iii) provide prompt written notice of any unauthorized access or use; and (iv) instruct Authorized Users to comply with all applicable terms of this Agreement.

3. **Your Data.** You agree that We may only use data collected, extracted or received through Your use of the Services ("Your Data") in an anonymized and aggregated manner (without specifically identifying You, Your users or Your location(s)) for the sole purpose of reporting LiveSafe Services metrics, training and education about the LiveSafe Services, and improving the LiveSafe Services (except as may be required by law, court order, or as needed to provide the Services to You). Your Data shall not include any information collected, extracted, or received in response to the WorkSafe Integrated Health Survey. Within thirty (30) business days following Your written request, and not more than four (4) times per year or upon termination of this Agreement, We will provide to You a backup copy of Your Data in Our possession.

C. Vector Evaluations+ Services.

This Section C. contains service specific terms and conditions that will apply only if You are purchasing **Vector Evaluations+ Software as a Service** in Schedule A. Otherwise, the following terms will not apply to You.

1. **Access and Use.** We will provide You a nonexclusive, non-transferable, revocable authorization to remotely access and use the Vector Evaluations+ Software as a Service: (i) on Our application server over the Internet, (ii) transmit data related to Your use of the Service over the Internet, and (iii) download and use the Evals + mobile device application software (referred to collectively as "Evals+ Services"). We will provide accounts for Your users on the application server for storage of data and use of the Service. The number of Named Users, start of service, and duration, are as stated in Schedule A.

2. If Your active user accounts exceed the number of Named Users during the term of this Agreement, You agree to pay for the additional Users, based on the per User fees in Schedule A. Adjusted fees will apply beginning on the month the number of Named Users are exceeded and will be prorated for the remainder of the current 12-month period. You agree to pay for the number of Users using or authorized to access the Services in a given contract year.

3. **Your Content.** You will be the owner of all content created and posted by You. You will also be the owner of all content created and posted by Us on Your behalf, including but not limited to evaluation forms added to the system as part of support services We provide.

4. **Third-Party Content.** You are responsible for proper licensing of, and assuming liability for, copyrighted material which You post on Our system, or is posted on the system by Us on Your behalf. This includes but is not limited to copyright protected evaluation forms and other materials from third parties. If You upload third-party content to Our platform, such third-party content providers are responsible for ensuring their content is accurate and compliant with national and international laws.

5. **Effect of Termination.** You will have thirty (30) days after the effective date of termination or expiration of this Agreement to export Your data using the software tools provided, or to request Your data from Us. Form data will be available as exported comma separated variable (CSV) files and as PDF files. Uploaded data files will be available in their original format. After the thirty (30) day period, We have no obligation to maintain or provide data and may thereafter delete or destroy all copies of the Your data, unless legally prohibited.

D. Vector CheckIT™.

Customer Obligations. When purchasing Vector CheckIT™, You will identify stations, vehicles, drug safes, and other service specific details, as may be applicable.

E. Vector LMS and Services which include access to the Shared Resource Feature.

If You choose to participate by uploading Your information to the shared resource sections of our website, You hereby authorizes Us to share any intellectual property you own ("**User Generated Content**") that Your Users upload to the shared resources section of our website with our third-party customers and users that are unrelated to you ("**Our Other Customers**"); provided that We must provide notice to Your users during the upload process that such User Generated Content will be shared with Our Other Customers.

F. Casino Services.

When purchasing Casino Services, in addition to the Responsibilities and Restrictions in Section 2 of the General Terms and Conditions above, the following shall apply to You:

You must request Our written approval for third party access to the Services or content. Your request for third-party access shall include the third party's names, company, and contact information. Upon Our request, You shall execute a written agreement with the third party, securing for Us the rights provided in this Section, Section 4 (Intellectual Property Rights), and Special Section 1 (Confidentiality) prior to providing access to Our Software, Services or Content under this Agreement.

Use Restrictions. You shall not: (a) transmit or share the course content, with any persons other than authorized users (b) provide or otherwise make available the course content in whole or in part, in any form to any person without Our prior written consent; (c) transmit or share identification or password codes to persons other than authorized users (d) permit the identification or password codes to be cached in proxy servers, (e) permit access by individuals who are not authorized under this Agreement, or (f) permit access to the software through a single identification or password code being made available to multiple users on a network.

The Parties have executed this Agreement by their authorized representatives as of the last date set forth below.

TargetSolutions, LLC d/b/a Vector Solutions
4890 W. Kennedy Blvd., Suite 300
Tampa, FL 33609

Romulus Police Department, MI
11165 Olive Street
Romulus, MI 48174

By: _____

By: _____

Printed Name: Jonathan Mitchell

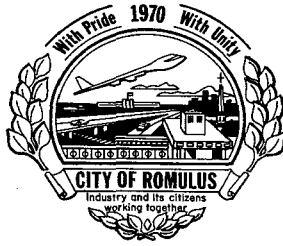
Printed Name:

Title: Director of Sales

Title:

Date: _____

Date: _____



FUNDS VERIFICATION FORM

DEPARTMENT:

Police

FUND NAME:

Certifications & Licensing

ACCOUNT NUMBER/S:

205-301-957.000

PURPOSE FOR REQUEST:

To implement Guardian Tracking software. Guardian Tracking is a performance management and early intervention solution that is the best practice standard in the MLEAC accreditation. It tracks use of force, discipline, positive recognition and provides early warning triggers should an officer show an increase in use of force or discipline. It tracks employee performance to identify minor problems before it escalates.

AMOUNT OF EXPENDITURE:

\$6,834.00 in FY 23/24 & \$6,384.00 in FY 24/25 & FY 25/26-
\$19,602.00 Total

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

Yes

FINANCE DEPARTMENT APPROVAL:**DATE:**

6/19/2024



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 24, 2024**

Item No. L.

General Description: Sole Source Purchase - Axon Tasers for Police Department

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: Sole Source Purchase – Axon Tasers for Police Department
DATE: June 14, 2024

I concur with the recommendation of Robert Pfannes, Police Chief and Christina Parker, Purchasing Director and respectfully request City Council authorize the purchase of 25 Tasers, along with 15 holsters and associated software under the terms of Axon's "Taser 10 Bundling Program" at the reduced price of \$144,625 over the next five (5) years (\$28,925 per year).

Gary Harris, Assistant Finance Director has verified that funds for this acquisition will be available FY24/25 in the Public Safety Fund Certifications & Licensing Expense account 205-301-957.000.

Motion by _____, supported by _____, to concur with the Administration, and authorize the purchase of 25 Tasers, along with 15 holsters and associated software, under the terms of Axon's "Taser 10 Bundling Program" at the reduced price of \$144,625 over the next five (5) years (\$28,925 per year).



MEMORANDUM

DATE: June 12, 2024
TO: Mayor Robert McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Sole Source Purchase – Axon Tasers for Police Department

Under the terms of Chapter 39 Purchasing of the City of Romulus Code of Ordinances, I respectfully request that Council authorize the sole source purchase of 25 Tasers and 15 holsters and associated software for a total cost of \$144,625 from Axon Enterprise (formerly Taser International). Police Chief Robert Pfannes has stated that Taser is the only product suitable for law enforcement purposes and he has received confirmation that Axon Enterprises is the sole distributor of all Taser products in the State of Michigan (see attached "Sole Source" letter).

If you concur, please request Council's permission to purchase the 25 Tasers and 15 holsters under the terms of Axon's "Taser 10 Bundling Program" at the reduced price of \$144,625. The total amount will be paid over a 5 year period with yearly payments of \$28,925. The first payment will be due in fiscal year 24/25 upon delivery of the product.

Gary Harris, Assistant Finance Director has confirmed funds totaling \$28,925 will be available FY24/25 in the Public Safety Fund Certifications & Licensing Expense Account (205-301-957.000).

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

Christina Parker

Christina Parker
Purchasing Director

MEMO



To: Mayor Robert McCraight
From: Chief Robert Pfannes *[Signature]*
Date: 6/12/2024
Re: Sole Source Taser Purchase

The Romulus Police Department purchased Tasers in 2019 that are no longer in production, therefore they can no longer be repaired resulting in the need to purchase replacements.

We are seeking permission to replace the outdated Tasers by purchasing 25 new Tasers, along with 15 holsters, and associated software.

The total purchase price over the next 5 years is \$144,625 with yearly installments of \$28,925. We have budgeted for year 1- \$28,925 in FY 24/25.

Funds for this purchase is budgeted in account 205-301-957.000 Certifications & Licensing.

If you concur, please seek Councils approval to proceed with this purchase.



17800 N 85TH STREET
SCOTTSDALE, ARIZONA 85255

AXON.COM

1/29/2023

To: United States state, local and municipal law enforcement agencies

Re: Sole Source Letter for Axon Enterprise, Inc.'s TASER Energy Weapons

A sole source justification exists because the following goods and services required to satisfy the agency's needs are only manufactured and available for purchase from Axon Enterprise. Axon is also the sole distributor and retailer of all TASER brand products in the States of AL, AR, CA, CT, DE, FL, GA, HI, IA IL, IN, KS, KY, LA, MA, MD, ME, MI, MN, MO, MS, NC, ND, NE, NH, NJ, NY, OK, OR, PA, RI, SC, SD, TN, VA, VI, VT, WI, WV, and the District of Columbia and Guam.

TASER Energy Weapon Descriptions

TASER 10 Energy Weapon

- Multi-shot energy weapon
- Detachable magazine holding 10 TASER 10 Cartridges
- 45-foot (13.7-meter) range
- High-efficiency flashlight
- Green LASER sight
- Central Information Display (CID): Displays mission critical data such as remaining battery energy, burst time, and cartridge status.
- Weapon logs
- TASER Weapons Dock connected to Axon Evidence (Evidence.com) services
- Onboard self-diagnostic and system status monitoring and reporting
- Real-time clock updated when the battery pack is plugged into the TASER Weapons Dock
- Ambidextrous selector switch
- Can be configured by the agency to alert Axon camera systems
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (unless configured by the agency to stop at five seconds). The energy weapon cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with TASER 10 Cartridges only

TASER 7 Energy Weapon

- Multiple-shot energy weapon
- High-efficiency flashlight
- Close Quarter and Standoff cartridges
- Green LASER and dual red LASERs that adjust for cartridge angle
- Arc switch enables drive-stun with or without a TASER 7 Cartridge installed
- Central Information Display (CID): Displays mission critical data such as remaining battery energy, burst time, and cartridge status.
- Weapon logs
- TASER Weapons Dock connected to Axon Evidence (Evidence.com) services
- Onboard self-diagnostic and system status monitoring and reporting
- Real-time clock updated when the battery pack is plugged into the TASER Weapons Dock
- Ambidextrous safety switch



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SCOTTSDALE, ARIZONA 85255

AXON.COM

- Can be configured by the agency to alert Axon camera systems
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (unless configured by the agency to stop at five seconds). The energy weapon cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with TASER 7 Cartridges only

TASER 7 CQ Energy Weapon

- Multiple-shot energy weapon for agencies that deploy energy weapons mostly at close quarters (CQ)
- High-efficiency flashlight
- Close Quarter cartridges
- Arc switch enables drive-stun with or without a TASER 7 Cartridge installed
- Central Information Display (CID): Displays mission critical data such as remaining battery energy, burst time, and cartridge status.
- Weapon logs
- TASER Weapons Dock connected to Axon Evidence (Evidence.com) services
- Onboard self-diagnostic and system status monitoring and reporting
- Real-time clock updated when the battery pack is plugged into the TASER Weapons Dock
- Ambidextrous safety switch
- Can be configured by the agency to alert Axon camera systems
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (unless configured by the agency to stop at five seconds). The energy weapon cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with 12-degree TASER 7 Cartridges only

X2 Energy Weapon

- Multiple-shot energy weapon
- High efficiency flashlight
- Static dual LASERs (used for target acquisition)
- ARC switch enables drive-stun with or without a Smart Cartridge installed
- Central Information Display (CID): Displays mission-critical data such as remaining battery energy, burst time, operating mode, and user menu to change settings and view data on a yellow-on-black display
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Axon Evidence (Evidence.com) services.
- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch
- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately 5 seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with an APPM or TASER CAM HD AS). The energy weapon cycle can be stopped by placing the safety switch in the down (SAFE) position.



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- Compatible with TASER Smart Cartridges only

X26P Energy Weapon

- High efficiency flashlight
- Red LASER (used for target acquisition)
- Central Information Display (CID): Displays data such as calculated remaining energy, burst time, and notifications
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Axon Evidence (Evidence.com) services.
- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch
- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with an APPM or TASER CAM HD AS). The energy weapon cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with TASER standard series cartridges

Axon Signal Performance Power Magazine (SPPM)

- Battery pack for the X2 and X26P energy weapons
- Shifting the safety switch from the down (SAFE) to the up (ARMED) positions sends a signal from the SPPM. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode.

TASER Brand Energy Weapon Model Numbers

1. Energy Weapons:
 - TASER 10 Models: 100390, 100391
 - TASER 7 Models: 20008, 20009, 20010, and 20011
 - TASER 7 CQ Models 20213, 20214
 - TASER X2 Models: 22002 and 22003
 - TASER X26P Models: 11002 and 11003
2. Optional Extended Warranties for energy weapons:
 - TASER 7 – 4-year extended warranty, item number 20040
 - X2 – 4-year extended warranty, item number 22014
 - X26P – 2-year extended warranty, item number 11008
 - X26P – 4-year extended warranty, item number 11004
3. TASER 10 Magazines
 - TASER 10 live duty magazine (black), item number 100393
 - TASER 10 Hook and Loop Training (HALT) magazine (blue), item number 100394
 - TASER 10 live training magazine (purple), item number 100395
 - TASER 10 inert training magazine (red), item number 100396
4. TASER 10 Cartridges (compatible with the TASER 10, required for this energy weapon to



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SCOTTSDALE, ARIZONA 85255

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- function in the probe deployment mode)
 - TASER 10 live cartridge, item number 100399
 - TASER 10 HALT cartridge, item number 10400
 - TASER 10 inert cartridge, item number 100401
- 5. TASER 7 Cartridges (compatible with the TASER 7; required for this energy weapon to function in the probe deployment mode)
 - Standoff cartridge, 3.5 degrees, Model 22175
 - Close Quarter cartridge, 12 degrees, Model 22176
 - Hook and Loop Training (HALT) cartridge, 3.5 degrees, Model 22177
 - Hook and Loop Training (HALT) cartridge, 12 degrees, Model 22178
 - Inert cartridge, 3.5 degrees, Model 22179
 - Inert cartridge, 12 degrees, Model 22181
- 6. TASER standard cartridges (compatible with the X26P; required for this energy weapon to function in the probe deployment mode):
 - 15-foot Model: 22188
 - 21-foot Model: 22189
 - 21-foot non-conductive Model: 44205
 - 25-foot Model: 22190
- 7. TASER Smart cartridges (compatible with the X2; required for this energy weapon to function in the probe deployment mode):
 - 15-foot Model: 22184
 - 25-foot Model: 22185
 - 25-foot inert simulation Model: 22155
 - 25-foot non-conductive Model: 22157
- 8. Power Modules (Battery Packs) for TASER 7 and TASER 10 energy weapons:
 - Tactical battery pack Model 20018
 - Compact battery pack Model 22019
 - Non-Rechargeable battery pack Model 22020
 - Disconnect battery pack Model 20027
- 9. TASER CAM HD recorder Model: 26810 (full HD video and audio) and TASER CAM HD with AS (automatic shut-down feature) Model: 26820. The TASER CAM HD is compatible with both the X26P and X2 energy weapons.
 - TASER CAM HD replacement battery Model: 26764
 - TASER CAM HD Download Kit Model: 26762
 - TASER CAM HD optional 4-year extended warranty, item number 26763
- 10. Power Modules (Battery Packs) for X26P and X2 energy weapons:
 - Performance Power Magazine (PPM) Model: 22010
 - Tactical Performance Power Magazine (TPPM) Model: 22012
 - Automatic Shut-Down Performance Power Magazine (APPM) Model: 22011
 - eXtended Performance Power Magazine (XPPM) Model: 11010
 - eXtended Automatic Shut-Down Performance Power Magazine (XAPPM) Model: 11015
 - Axon Signal Performance Power Magazine (SPPM) Model: 70116



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11. TASER Weapons Dock, used with TASER 7 and TASER 10 battery packs:
 - TASER Weapons Dock Core and Multi-bay Module: 74200
 - TASER Weapons Dock Core and Single-bay Module: 74201
 - TASER Weapons Dock Single Bay Dataport: 74208
12. TASER Dataport Download Kits:
 - Dataport Download Kit for the X2 and X26P Model: 22013
13. TASER Blast Door Repair Kit Model 44019 and TASER Blast Door Replenishment Kit Model 44023
14. Energy Weapon Holsters:
 - Right-hand TASER 10 holster by Safariland Model: 100611
 - Left-hand TASER 10 holster by Safariland Model: 100613
 - Right-hand TASER 10 holster by Blade-Tech Model: 100614
 - Left-hand TASER 10 holster by Blade-Tech Model: 100615
 - Right-hand TASER 10 holster by BLACKHAWK Model: 100616
 - Left-hand TASER 10 holster by BLACKHAWK Model: 100617
 - Ambidextrous TASER 10 holster by So-Tech Model: 100621
 - Right-hand TASER 7 holster by Safariland Model: 20063
 - Left-hand TASER 7 holster by Safariland Model: 20068
 - Right-hand TASER 7 holster with cartridge carrier by Safariland Model: 20160
 - Left-hand TASER 7 holster by with cartridge carrier by Safariland Model: 20161
 - Right-Hand TASER 7 holster by BLACKHAWK Model: 20062
 - Left-Hand TASER 7 holster by BLACKHAWK Model: 20067
 - Right-hand X2 holster by BLACKHAWK Model: 22501
 - Left-hand X2 holster by BLACKHAWK Model: 22504
 - Right-hand X26P holster by BLACKHAWK Model: 11501
 - Left-hand X26P holster by BLACKHAWK Model: 11504
15. Enhanced HALT Suit Model: 100623
16. TASER Simulation Suit II Model: 44550
17. HALT Suit Model: 20050
18. TASER 7 conductive target Model: 80087
19. TASER 7 Target Frame Model: 80090

TASER 7 Warranties

1. Tactical Battery Pack Model 20041
2. TASER 7 Dock and Core Warranty Model: 20042
3. TASER 7 Single Bay Dock and Core Warranty Model: 20047



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TASER Product Packages

1. **Officer Safety Plan:** Includes an X2 or X26P energy weapon, Axon camera and Dock upgrade, and Axon Evidence (Evidence.com) license and storage. See your Sales Representative for further details and Model numbers.
2. **Officer Safety Plan 7:** Includes a TASER 7 energy weapon, Axon Body 3 camera, Axon Dock, Axon Camera and Dock upgrade, Axon Evidence (Evidence.com) licenses and storage, Axon Aware, and Axon Records Core.
3. **Officer Safety Plan 7 Plus:** Includes a TASER 7 energy weapon, Axon Body 3 camera, Axon Evidence (Evidence.com) licenses and storage, Axon Records Core, Axon Aware +, Axon Auto-Tagging Services, Axon Performance, Axon Citizen for Communities, Axon Redaction Assistant, and Axon Signal Sidearm.
4. **Officer Safety Plan 7 Plus Premium:** Includes a TASER 7 energy weapon, Axon Body 3 camera, Axon Evidence (Evidence.com) licenses and storage, Axon Records Core, Axon Aware +, Axon Auto-Tagging Services, Axon Performance, Axon Citizen for Communities, Axon Redaction Assistant, Axon Signal Sidearm, Axon Auto-Transcribe, Axon VR Training, and unlimited first-party and unlimited third-party storage.
5. **TASER 7 Basic:** Pays for TASER 7 program in installments over 5 years including access to Axon Evidence services for energy weapon program management.
6. **TASER Assurance Plan (TAP):** Hardware extended warranty coverage, Spare Products, and Upgrade Models available for the X2 and X26P energy weapons, and the TASER CAM HD recorder. (The TAP is available only through Axon Enterprise, Inc.)
7. **TASER 7 Certification:** Pays for TASER 7 program in installments over 5 years including access to Evidence.com for energy weapon program management, annual training cartridges, unlimited duty cartridges and online training content.
8. **TASER Certification Add-On:** Allows the agency to pay an annual fee to receive an annual allotment of training cartridges, unlimited duty cartridges and online training content.
9. **TASER 7 Certification with Virtual Reality (VR):** Pays for the TASER 7 program in installments over 5 years including access to Evidence.com for energy weapon program management, annual training cartridges, unlimited duty cartridges, online training content, and VR training.
10. **TASER 60:** Pay for X2 and X26P energy weapons and Spare Products in installments over 5 years.
11. **Unlimited Cartridge Plan:** Allows agency pay an annual fee to receive annual training cartridges, unlimited duty cartridges and unlimited batteries for the X2 and X26P.
12. **TASER 60 Unlimited:** Pay for X2 and X26P energy weapons and Spare Products in installments over 5 years and receive unlimited cartridges and batteries.
13. **TASER 7 Close Quarters Dock Plan:** Pays for TASER 7 Close Quarters Plan over a 5-year period in installments including access to Evidence.com for energy weapon program



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management, rechargeable batteries, annual cartridge shipments, unlimited duty cartridges, and access to online training.

14. **Axon Core:** Pays for the TASER 7 CQ, TASER Dock, weapon Axon Evidence license, training and duty cartridges, Axon Body 3 camera, Professional Axon Evidence license, unlimited storage, camera hardware upgrade every 2.5 years, Axon Respond, Axon Signal Sidearm, and auto tagging.
15. **Axon Core+:** Pays for the TASER 7 energy weapon, TASER Dock, weapon Axon Evidence license, training and duty cartridges, Axon Body 3 camera, Professional Axon Evidence license, unlimited storage, camera hardware upgrade every 2.5 years, Axon Respond, Axon Signal Sidearm, and auto tagging.
16. **Corrections Officer Safety Plan:** Includes a TASER 7 energy weapon, Axon Body 3 Camera, Axon Dock, Axon Camera and Dock Upgrade, Axon Evidence Licenses and unlimited Axon storage.
17. **Corrections Post OSP:** Includes one TASER 7 energy weapon for every two licenses, one Axon Body 3 Camera for every two licenses, Axon Dock, Axon Camera and Dock Upgrade, Axon Evidence Licenses and unlimited Axon storage for each license.

SOLE AUTHORIZED DISTRIBUTOR FOR TASER BRAND ENERGY WEAPON PRODUCTS Choose an item.	SOLE AUTHORIZED REPAIR FACILITY FOR TASER BRAND ENERGY WEAPON PRODUCTS
Axon Enterprise, Inc. 17800 N. 85th Street, Scottsdale, AZ 85255 Phone: 800-978-2737 Fax: 480-991-0791	Axon Enterprise, Inc. 17800 N. 85th Street, Scottsdale, AZ 85255 Phone: 800-978-2737 Fax: 480-991-0791

Please contact your local Axon sales representative or call us at 1-800-978-2737 with any questions.

Sincerely,

Josh Isner
Chief Operating Officer
Axon Enterprise, Inc.

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Q-541748-45398.637KB

Issued: 04/16/2024

Quote Expiration: 06/01/2024

Estimated Contract Start Date: 09/15/2024

Account Number: 302227

Payment Terms: N30

Delivery Method:

SHIP TO	BILL TO
Romulus Police Dept - MI 11165 Olive St Romulus, MI 48174-1220 USA	Romulus Police Dept - MI 11165 Olive St Romulus MI 48174-1220 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Kyle Brennan Phone: Email: kybrennan@axon.com Fax:	Daryl Nippes Phone: (734) 941-8400 Email: dnippes@romulusgov.com Fax: (734) 941-3251

Quote Summary

Program Length	60 Months
TOTAL COST	\$144,625.00
ESTIMATED TOTAL W/ TAX	\$144,625.00

Discount Summary

Average Savings Per Year	\$6,963.00
TOTAL SAVINGS	\$34,815.00

Payment Summary

Date	Subtotal	Tax	Total
Aug 2024	\$28,925.00	\$0.00	\$28,925.00
Aug 2025	\$28,925.00	\$0.00	\$28,925.00
Aug 2026	\$28,925.00	\$0.00	\$28,925.00
Aug 2027	\$28,925.00	\$0.00	\$28,925.00
Aug 2028	\$28,925.00	\$0.00	\$28,925.00
Total	\$144,625.00	\$0.00	\$144,625.00

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Quote Unbundled Price: \$179,440.00
 Quote List Price: \$150,961.00
 Quote Subtotal: \$144,625.00

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
C00013	BUNDLE - TASER 10 CERTIFICATION ADD-ON	15	60	\$34.18	\$28.17	\$21.13	\$19,017.00	\$0.00	\$19,017.00
C00010	BUNDLE - TASER 10 CERTIFICATION	25	60	\$96.62	\$81.24	\$81.24	\$121,860.00	\$0.00	\$121,860.00
A la Carte Hardware									
100613	AXON TASER 10 - SAFARILAND HOLSTER - LH	5			\$83.20	\$83.20	\$416.00	\$0.00	\$416.00
100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	10			\$83.20	\$83.20	\$832.00	\$0.00	\$832.00
A la Carte Services									
101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1			\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00
Total							\$144,625.00	\$0.00	\$144,625.00

mt

Handwritten initials/signature

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
A la Carte	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	10	1	08/15/2024
A la Carte	100613	AXON TASER 10 - SAFARILAND HOLSTER - LH	5	1	08/15/2024
BUNDLE - TASER 10 CERTIFICATION	100330	AXON TASER 10 - HANDLE - YELLOW GLASS 3R	25	2	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	100333	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	25	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	100334	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	4	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	100335	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE	3	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	100336	AXON TASER 10 - MAGAZINE - INERT RED	25	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	100339	TASER 10 LIVE CARTRIDGE	500	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	100400	AXON TASER 10 - CARTRIDGE - HALT	150	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	100401	AXON TASER 10 - CARTRIDGE - INERT	250	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	25	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	100623	AXON TASER - TRAINING - ENHANCED HALT SUIT V2	1	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	200718	AXON TASER - BATTERY PACK - TACTICAL	25	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	200718	AXON TASER - BATTERY PACK - TACTICAL	5	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	700333	AXON - DOCK WALL MOUNT - BRACKET ASSY	1	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION ADD-ON	100339	TASER 10 LIVE CARTRIDGE	150	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION ADD-ON	100400	AXON TASER 10 - CARTRIDGE - HALT	90	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION	100339	TASER 10 LIVE CARTRIDGE	80	1	09/15/2025
BUNDLE - TASER 10 CERTIFICATION	100400	AXON TASER 10 - CARTRIDGE - HALT	200	1	09/15/2025
BUNDLE - TASER 10 CERTIFICATION ADD-ON	100339	TASER 10 LIVE CARTRIDGE	50	1	09/15/2025
BUNDLE - TASER 10 CERTIFICATION ADD-ON	100400	AXON TASER 10 - CARTRIDGE - HALT	120	1	09/15/2025
BUNDLE - TASER 10 CERTIFICATION	100339	TASER 10 LIVE CARTRIDGE	70	1	09/15/2026
BUNDLE - TASER 10 CERTIFICATION	100400	AXON TASER 10 - CARTRIDGE - HALT	200	1	09/15/2026
BUNDLE - TASER 10 CERTIFICATION ADD-ON	100339	TASER 10 LIVE CARTRIDGE	40	1	09/15/2026
BUNDLE - TASER 10 CERTIFICATION ADD-ON	100400	AXON TASER 10 - CARTRIDGE - HALT	120	1	09/15/2026
BUNDLE - TASER 10 CERTIFICATION	100339	TASER 10 LIVE CARTRIDGE	80	1	09/15/2027
BUNDLE - TASER 10 CERTIFICATION	100400	AXON TASER 10 - CARTRIDGE - HALT	200	1	09/15/2027
BUNDLE - TASER 10 CERTIFICATION ADD-ON	100339	TASER 10 LIVE CARTRIDGE	50	1	09/15/2027
BUNDLE - TASER 10 CERTIFICATION ADD-ON	100400	AXON TASER 10 - CARTRIDGE - HALT	120	1	09/15/2027
BUNDLE - TASER 10 CERTIFICATION	100339	TASER 10 LIVE CARTRIDGE	70	1	09/15/2028
BUNDLE - TASER 10 CERTIFICATION	100400	AXON TASER 10 - CARTRIDGE - HALT	200	1	09/15/2028
BUNDLE - TASER 10 CERTIFICATION ADD-ON	100339	TASER 10 LIVE CARTRIDGE	40	1	09/15/2028
BUNDLE - TASER 10 CERTIFICATION ADD-ON	100400	AXON TASER 10 - CARTRIDGE - HALT	120	1	09/15/2028

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - TASER 10 CERTIFICATION	101180	AXON TASER - DATA SCIENCE PROGRAM	25	09/15/2024	09/14/2029

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Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - TASER 10 CERTIFICATION	20248	AXON TASER - EVIDENCE.COM LICENSE	25	09/15/2024	09/14/2029
BUNDLE - TASER 10 CERTIFICATION	20248	AXON TASER - EVIDENCE.COM LICENSE	1	09/15/2024	09/14/2029
BUNDLE - TASER 10 CERTIFICATION ADD-ON	101180	AXON TASER - DATA SCIENCE PROGRAM	15	09/15/2024	09/14/2029
BUNDLE - TASER 10 CERTIFICATION ADD-ON	20248	AXON TASER - EVIDENCE.COM LICENSE	15	09/15/2024	09/14/2029

Services

Bundle	Item	Description	QTY
BUNDLE - TASER 10 CERTIFICATION	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	25
BUNDLE - TASER 10 CERTIFICATION	101193	AXON TASER - ON DEMAND CERTIFICATION	1
BUNDLE - TASER 10 CERTIFICATION ADD-ON	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	15
BUNDLE - TASER 10 CERTIFICATION ADD-ON	101193	AXON TASER - ON DEMAND CERTIFICATION	1
A la Carte	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - TASER 10 CERTIFICATION	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	25	09/15/2025	09/14/2029
BUNDLE - TASER 10 CERTIFICATION	80374	AXON TASER 7 - EXT WARRANTY - BATTERY PACK	25	09/15/2025	09/14/2029
BUNDLE - TASER 10 CERTIFICATION	80374	AXON TASER 7 - EXT WARRANTY - BATTERY PACK	5	09/15/2025	09/14/2029
BUNDLE - TASER 10 CERTIFICATION	80396	AXON TASER 7 - EXT WARRANTY - DOCK SIX BAY	1	09/15/2025	09/14/2029

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	11165 Olive St	Romulus	MI	48174-1220	USA
2	11165 Olive St	Romulus	MI	48174-1220	USA

Payment Details

Aug 2024					
Invoice Plan	Item	Description	Qty	Subtotal	Tax Total
Year 1	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	10	\$166.40	\$166.40
Year 1	100613	AXON TASER 10 - SAFARILAND HOLSTER - LH	5	\$83.20	\$83.20
Year 1	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$500.00	\$500.00
Year 1	C00010	BUNDLE - TASER 10 CERTIFICATION	25	\$24,372.00	\$24,372.00
Year 1	C00013	BUNDLE - TASER 10 CERTIFICATION ADD-ON	15	\$3,803.40	\$3,803.40
Total				\$28,925.00	\$0.00 \$28,925.00

Aug 2025					
Invoice Plan	Item	Description	Qty	Subtotal	Tax Total
Year 2	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	10	\$166.40	\$166.40
Year 2	100613	AXON TASER 10 - SAFARILAND HOLSTER - LH	5	\$83.20	\$83.20
Year 2	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$500.00	\$500.00
Year 2	C00010	BUNDLE - TASER 10 CERTIFICATION	25	\$24,372.00	\$24,372.00
Year 2	C00013	BUNDLE - TASER 10 CERTIFICATION ADD-ON	15	\$3,803.40	\$3,803.40
Total				\$28,925.00	\$0.00 \$28,925.00

Aug 2026					
Invoice Plan	Item	Description	Qty	Subtotal	Tax Total
Year 3	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	10	\$166.40	\$166.40
Year 3	100613	AXON TASER 10 - SAFARILAND HOLSTER - LH	5	\$83.20	\$83.20
Year 3	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$500.00	\$500.00
Year 3	C00010	BUNDLE - TASER 10 CERTIFICATION	25	\$24,372.00	\$24,372.00
Year 3	C00013	BUNDLE - TASER 10 CERTIFICATION ADD-ON	15	\$3,803.40	\$3,803.40
Total				\$28,925.00	\$0.00 \$28,925.00

Aug 2027					
Invoice Plan	Item	Description	Qty	Subtotal	Tax Total
Year 4	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	10	\$166.40	\$166.40
Year 4	100613	AXON TASER 10 - SAFARILAND HOLSTER - LH	5	\$83.20	\$83.20
Year 4	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$500.00	\$500.00
Year 4	C00010	BUNDLE - TASER 10 CERTIFICATION	25	\$24,372.00	\$24,372.00
Year 4	C00013	BUNDLE - TASER 10 CERTIFICATION ADD-ON	15	\$3,803.40	\$3,803.40
Total				\$28,925.00	\$0.00 \$28,925.00

Aug 2028						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	10	\$166.40	\$0.00	\$166.40
Year 5	100613	AXON TASER 10 - SAFARILAND HOLSTER - LH	5	\$83.20	\$0.00	\$83.20
Year 5	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$500.00	\$0.00	\$500.00
Year 5	C00010	BUNDLE - TASER 10 CERTIFICATION	25	\$24,372.00	\$0.00	\$24,372.00
Year 5	C00013	BUNDLE - TASER 10 CERTIFICATION ADD-ON	15	\$3,803.40	\$0.00	\$3,803.40
Total				\$28,925.00	\$0.00	\$28,925.00

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

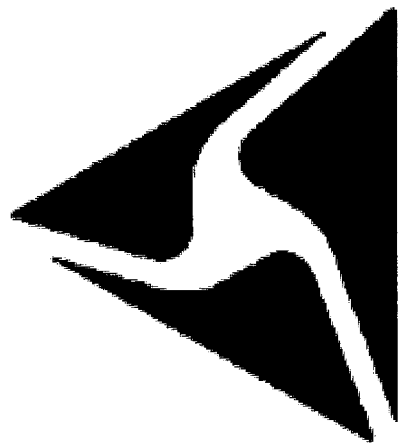
Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Robert D. Harnes
Signature

4/16/2024

5/30/24
Date Signed





FUNDS VERIFICATION FORM

DEPARTMENT:

Police Department

FUND NAME:

Capital Outlay

ACCOUNT NUMBER/S:

205-301-971.000

PURPOSE FOR REQUEST:

To purchase (25) Taser 10 firearms for use by the sworn members of our police department

AMOUNT OF EXPENDITURE:

\$28,925

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

Available FY 24/25 \$29,000.00 budgeted as of 7/1/2024

FINANCE DEPARTMENT APPROVAL:**DATE:**

6/12/2024



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 24, 2024**

Item No. M.

General Description: Introduction of Budget Amendment 23/24-20

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: Introduction of Budget Amendment 23/24 - 20
DATE: June 14, 2024

I am hereby requesting introduction of Budget Amendment 23/24-20 to amend the FY24 Budget to account for cellular/mobile services related to Digital Ally overages.

Motion by _____, supported by _____ to concur with the administration and introduce budget amendment 23/24-20 to amend the FY24 Budget to account for cellular/mobile services related to Digital Ally overages.

Memorandum

To: Mayor Robert A. McCraight
From: Maria Farris, Finance Director
Date: June 14, 2024
Re: Budget Amendment 23/24-20

Attached please find a copy of requested Budget Amendment 23/24-20 to be added to the agenda for the June 24, 2024 City Council meeting.

This budget amendment is to recognize expenses in (265-301-851.000) and using fund balance (265-000-390.000), in the amount of \$6000 for expenses related to overages in cellular when switching from Digital Ally to Polaris

If you should have any additional questions, please feel free to contact me.

MEMORANDUM

TO: Mayor Robert A. McCraight
FROM: Finance Department
DATE: June 14, 2024 **MEF**
SUBJECT: Budget Amendment 23/24 -20

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT</u> <u>BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED</u> <u>BUDGET</u>
265 Federal Law Enforcement Fund				
<u>Fund Balance</u>				
265-000-390.000	Retained Earnings	30,982	(6,000)	24,982
				-
<u>Expense</u>				
265-301-851.000	Cellular / Mobile Services	8,230	6,000	14,230
				-

To amend the FY24 Budget to account for cellular/mobile services related to Digital Ally overages.

MEMO



To: Maria Farris, Director of Financial Services
From: Robert Pfannes, Police Chief *[Signature]*
Date: 6/12/2024
Re: Budget Amendment – Cover Overage Charges Due to New Body Camera Service Provider

I am requesting a Budget Amendment to transfer funds to the Drug Law Enforcement account (Cellular/Mobile Services) # 265-301-851.000 from Fund Balance account # 265-000-390.000 in the amount of \$6,000 to cover overage charges that were incurred when switching the body camera services in late January 2023 from Digital Ally to Polaris.

If you concur, I would like to request that this item be placed on the City Council agenda for their meeting to be held on June 24, 2024.

BUDGET AMENDMENT FORM

INCREASE		DECREASE	
Account Number /Name	Amount	Account Number /Name	Amount
265-301-851.000 Cellular/ Mobile Services	\$ 6,000	265-000-390.000 Fund Balance	\$ 6,000
TOTAL	\$ 6,000	TOTAL	\$ 6,000

PURPOSE: To cover overage charges we incurred when switching the body camera services in late January 2023 from Digital Ally to Polaris

DATE: 6/12/2024

Department Head Signature:



 6/12/2024 *Maria Farris*

Mayor's Authorization:

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



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **June 24, 2024**

Item No. N.

General Description: Introduction of Budget Amendment 23/24-21

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: Introduction of Budget Amendment 23/24 - 21
DATE: June 20, 2024

I am hereby requesting introduction of Budget Amendment 23/24-21 to record additional projected revenues and expenses for the Romulus Athletic Center as of May 31, 2024 for the 23/24 budget.

Motion by _____, supported by _____ to concur with the administration and introduce budget amendment 23/24-21 to record additional projected revenues and expenses for the Romulus Athletic Center as of May 31, 2024 for the 23/24 budget.

Memorandum

To: Mayor Robert. A. McCraight
From: Maria Farris, Finance Director
Date: June 18, 2024
Re: Budget Amendment 23/24-21

Attached please find a budget amendment that reflects the estimation of revenues and expenditures for the Romulus Athletic Center through 5/31/2024. The original 23/24 budget figures were based on projected expenses through June 30, 2024. Now that expenses for the 23/24 fiscal year have been updated through 5/30/2024 these estimated adjustments are a "true-up" to reflect the potential activity for FY23/24.

If you should have any additional questions, please feel free to contact myself or Gary Harris.

MEMORANDUM

TO: Mayor Robert A. McCraight

FROM: Finance Department

DATE: June 18,2024

SUBJECT: Budget Amendment 23/24.21

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT</u> <u>BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED</u> <u>BUDGET</u>
Romulus Athletic Center				
<u>Revenues</u>				
208-000-587.001	TIFA - Capital Reserve Cost Reimbursement	372,000	228,000	600,000
208-751-651.001	Memberships	717,000	50,365	767,365
208-751-651.010	Sports Leagues	12,000	28,277	40,277
208-751-651.020	Drop in/Day Passes	207,150	170,659	377,809
208-751-651.021	Parties/Birthday	30,000	63,339	93,339
			540,639	1,878,789
<u>Expenditures</u>				
208-751-702.000	Regular	150,000	83,313	233,313
208-751-703.000	Part Time	500,000	201,144	701,144
208-751-718.000	Health Insurance	25,000	12,133	37,133
208-751-727.000	Supplies	6,000	7,631	13,631
208-751-730-000	Operating Supplies	64,500	39,138	103,638
208-751-751.000	Software	30,000	21,956	51,956
208-751-920.000	Utilites	308,500	43,253	351,753
208-751-955.208	Payroll Expenses	17,000.00	6,603.96	23,604
208-751-971.000	Capital Outlay	-	64,842	64,842
			480,014	1,581,014

To record additional projected revenues and expenses as of 5/31/2024 for the FY23/24 budget.

INTEROFFICE MEMORANDUM

TO: Mayor Robert McCraight
FROM: Kevin Krause, Director of Community Safety & Development
SUBJECT: Budget Amendment 23/24-21
DATE: June 18, 2024

Dear Mayor McCraight,

I concur with Finance Director Maria Farris budget amendment recommendation to reflect the estimated revenue and expenses for the Romulus Athletic Center through 5/31/2024. The original 23/24 budget figures were based on projected expenses through June 30, 2024. Now the expenses for the 23/24 fiscal year have been updated through 5/30/2024 these estimated adjustment are a "true-up" to reflect the potential activity for FY23/24.

Thank you,



Kevin Krause

Cc: Gary Harris, Assistant Finance Director

BUDGET AMENDMENT FORM

INCREASE

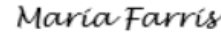
Account Number /Name	Amount	Account Number /Name
208-000-587.001 TIFA - Capital Reserve Cost Reimbursement	\$ 228,000	208-451-702.000 Regular wages
208-751-651.001 Memberships	\$ 50,365	208-751-703.000 Part-time wages
208-751-651.001 Sports Leagues	\$ 28,277	208-751-718.000 Health Insurance
208-751-651.020 Drop in/Day passes	\$ 170,659	208-751-727.000 Supplies
208-7851-651.021 Parties/Birthday	\$ 63,339	208-751-730.000 Operating supplies
		208-751-751.000 Software
		208-751-920.000 Utilities
		208-751-955.208 Payroll Expenses
		208-751-971.000 Capital Outlay
TOTAL	\$ 540,640	TOTAL

PURPOSE: To record additional projected revenues and expenses as of 5/31/2024 for the Romulus Athletic Center FY23/24 budget.

DATE: 6/18/2024

Department Head Signature:

 6/18/2024

 6/18/2024

Mayor's Authorization:



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



City of Romulus

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

Council Meeting Held: **June 24, 2024**

Item No. A.

General Description: Second Reading and Final Adoption to TA-2023-001: Zoning 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 of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com



CITY COUNCIL AGENDA ITEM REQUEST FORM

Submitted to: **Romulus City Council** Date Submitted: **6/19/2024**

Submitted by: **Ellen Craig-Bragg, City Clerk**
cc: D'Sjonaun Hockenhull, Deputy City Clerk

Department: **Clerks Office**

Council Meeting of: **June 24, 2024**

TITLE/DESCRIPTION OF ITEM

Second Reading & Final Adoption of TA-2023-001; Zoning Ordinance Text Amendment (Single-Family Residential)

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

To approve the Second Reading and Final Adoption 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, of the City of Romulus Zoning Ordinances.

This amendment was introduced at the June 10th Council Meeting.

OFFICE USE ONLY

Approved for Council Agenda: ☒

AGENDA ITEM # **.6A**

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:

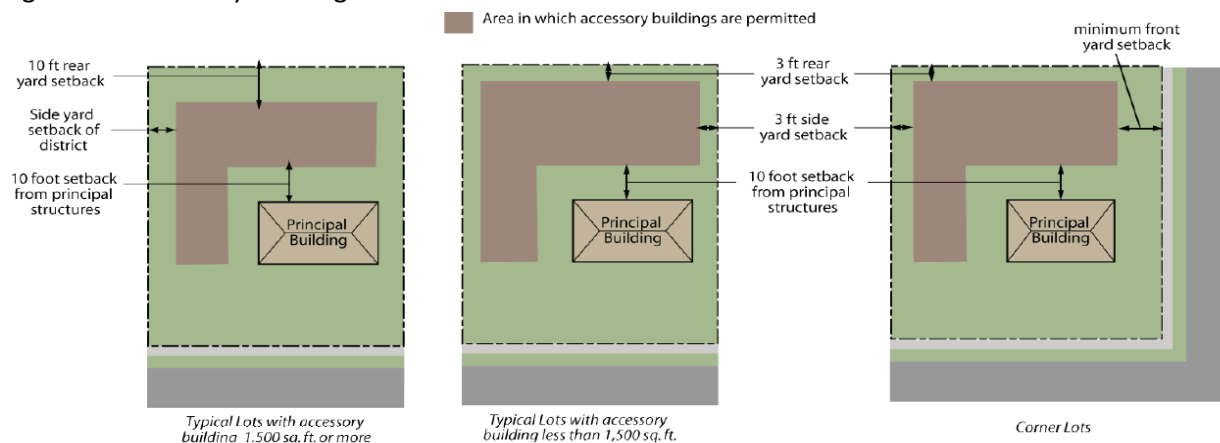
Parcel Size	Max. Square Footage	Max. Height
Up to 12,000 sq. ft.	750 sq. ft.	14 ft.
12,000 to 43,559 sq. ft.	1,500 sq. ft.	17 ft.
43,560 to 87,119 sq. ft. (1 to 2 acres)	1,750 sq. ft.	17 ft.
87,120 sq. ft. or more (2 + acres)	2,400 sq. ft.	17 ft.

- 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



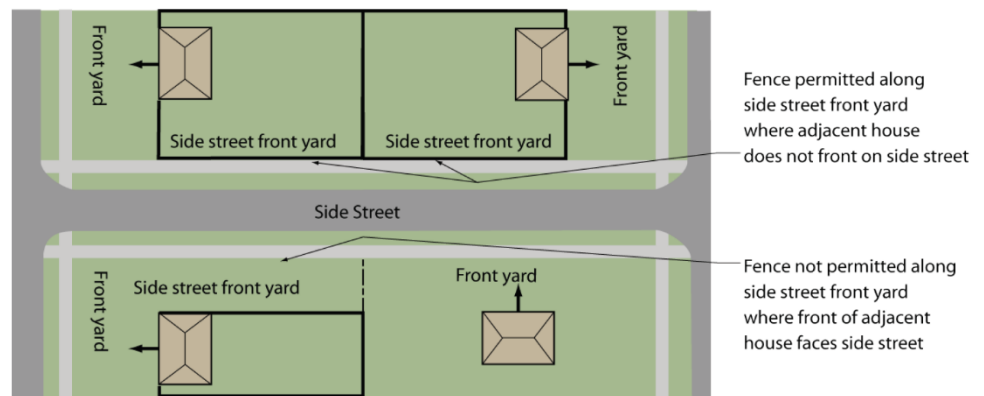
(5) **Front Yard.** Detached accessory buildings shall not be located in any front yard on lots of one (1) acre or less. Accessory buildings on lots over one (1) acre may be located in the front yard; provided that the setbacks for principal buildings are met. Front yard setbacks shall be maintained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

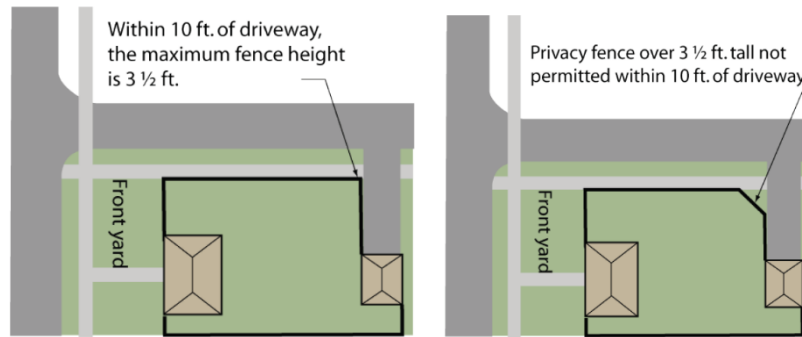
- (a) **Location and Height.** Fences for residential uses in residential zoning districts shall conform to the following requirements (See [Section 13.03](#) for non-residential fences):
- (1) Fences shall be permitted in the side and rear yard. Side or rear yard fences shall not exceed six (6) feet 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: 6/10/2024

Adopted:

Published:

Effective:



City of Romulus

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

Council Meeting Held: **June 24, 2024**

Item No. B.

General Description: Request for Special Meeting - Study Session on Monday, July 8, 2024, at 6:45 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

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 of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com



CITY COUNCIL AGENDA ITEM REQUEST FORM

Submitted to: **Romulus City Council** Date Submitted: **6/19/2024**

Submitted by: **Ellen Craig-Bragg, City Clerk**
cc: D'Sjonaun Hockenhull, Deputy City Clerk

Department: **Clerks Office**

Council Meeting of: **June 24, 2024**

TITLE/DESCRIPTION OF ITEM

Request for Special Meeting - Study Session on Monday, July 8, 2024, at 6:45 p.m.

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

Treasurer Paige is requesting a 45-minute Study Session for Monday, July 8, 2024, at 6:45 p.m. to discuss the Quarterly Investment Report

The date and time are available for this request.

OFFICE USE ONLY

Approved for Council Agenda: ☒

AGENDA ITEM # **.6B**

INTEROFFICE MEMORANDUM

TO: ELLEN CRAIG-BRAGG, CITY CLERK
FROM: STACY PAIGE, CITY TREASURER
SUBJECT: REQUEST FOR STUDY SESSION
DATE: JUNE 12, 2024

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

Mrs. Gray Lepley from PFM will be presenting the quarterly report to City Council. Questions are encouraged as Mrs. Lepley is very knowledgeable and can help us with more details and understanding of the City investments.

I will need 45 minutes and I have confirmed availability on Monday, July 8, 2024 from 6:45 pm to 7:30 p.m.

Thank you for your consideration.



City of Romulus

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

Council Meeting Held: **June 24, 2024**

Item No. C.

General Description: Request for Special Meeting - Public Hearing on Monday, July 22, 2024

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: **Romulus City Council** Date Submitted: **6/19/2024**

Submitted by: **Ellen Craig-Bragg, City Clerk**
cc: D'Sjonaun Hockenhull, Deputy City Clerk

Department: **Clerks Office**

Council Meeting of: **June 24, 2024**

TITLE/DESCRIPTION OF ITEM

Request for Special Meeting - Public Hearing on Monday, July 22, 2024, at 7:00 p.m.

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

Julie Albert, Director of Assessing & Financial Services is requesting a 30-minute Public Hearing for Monday, July 22, 2024, at 7:00 p.m. to provide public input on the proposed assessment roll for the Merriman Special Assessment District.

The date and time are available for this request.

City of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com

OFFICE USE ONLY

Approved for Council Agenda: ☒

AGENDA ITEM # **.6C**



MEMORANDUM

DATE: June 13, 2024

TO: Ellen Craig-Bragg, City Clerk

FROM: Julie Albert, Director of Assessing & Financial Services

SUBJECT: **City Council Agenda item for June 24, 2024**
Special Assessment District (SAD): Merriman, Smith, Wick, Wickham & Vining
Enhancement project

In accordance with Romulus Code of Ordinances Chapter 50, the first step in the Special Assessment process is for City Council to “determine the need” for the special assessment. This resolution was approved by City Council on May 13, 2024.

The second step in the SAD process was to hold a public hearing to hear taxpayers’ comments. That public hearing was held on May 28, 2024.

The third step in the process was for City Council to pass a resolution to direct the City Assessor to prepare the proposed special assessment roll for the Merriman, Smith, Wick, Wickham & Vining Enhancement project. This resolution was approved by City Council on May 28, 2024.

Step four requires that City Council hold a public hearing to hear objections to the proposed special assessment roll/costs. Therefore, I respectfully request that the Romulus City Council approve the following request:

To schedule a public hearing to be held in the Romulus City Hall Council Chambers, 11111 Wayne Road, Romulus, Michigan 48174 on Monday, July 22, 2024 at 7:00 pm for the purpose of discussing and hearing any objections to the proposed special assessment roll.

Taxpayers in the special assessment district will be notified by mail of the public hearing and it will be published in the newspaper.

Following this public hearing the final step is for City Council to pass a resolution:
To confirm and certify the proposed special assessment roll for the Merriman, Smith, Wick, Wickham & Vining Enhancement project.

Please contact Kevin Krause at (734)955-4547 or Julie Albert at (734)942-7520 if you have any questions.



City of Romulus

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

Council Meeting Held: **June 24, 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 of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com



CITY COUNCIL AGENDA ITEM REQUEST FORM

Submitted to: **Romulus City Council** Date Submitted: **6/19/2024**

Submitted by: **Ellen Craig-Bragg, City Clerk**
cc: D'Sjonaun Hockenhull, Deputy City Clerk

Department: **Clerks Office**

Council Meeting of: **June 24, 2024**

TITLE/DESCRIPTION OF ITEM

1st Reading & Introduction to amendments to Ch. 62, Article IV, Sec. 62-357 thru Sec. 62-369 of the Romulus Code of Ordinances

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

To concur with the recommendation of the City Attorney and the Administration and approve the First Reading & Introduction to amendments to Chapter 62 - Water & Sewer System, Article IV - Combined Systems, Sections 62-357 through 62-369, of the City of Romulus Code of Ordinances.

OFFICE USE ONLY

Approved for Council Agenda: ☒

AGENDA ITEM # **.6D**

City of Romulus

INTEROFFICE MEMORANDUM

TO: THE HONORABLE ROMULUS CITY COUNCIL
FROM: MAYOR ROBERT A. MCCRAIGHT
SUBJECT: AMENDMENTS TO THE CITY CODE OF ORDINANCES,
CHAPTER 62- WATER AND SEWER SYSTEM ARTICLE IV-
COMBINED SYSTEM; SECTION 62-357-369.

DATE: JUNE 20, 2024

Please find attached (*revised*) proposed Amendments to the City Code of Ordinances, Chapter 62- Water and Sewer System Article IV- Combined System; Section 62-357-369.

The attached proposed amendments to the ordinance includes modifications following discussion with City Council during the June 10, 2024 regular meeting of City Council.

The proposed amendments were presented to City Council to address the readiness to service charge rate methodology adopted by City Council in 2023 and to update department procedures in the ordinance.

As an overview of past discussion and requests for action of City Council regarding this matter:

Monday, June 3, 2024 Regular City Council Meeting

The proposed amendments to the above referenced matter were presented as part of the regular City Council Agenda under the City Clerk's report Item 6 D for a first reading. At that time, Romulus City Council, by resolution, (Res #24-156) scheduled a study session for Monday, June 10, 2024 at 6:30 pm.

City of Romulus

Monday, June 10, 2024 – Special Meeting, Study Session Romulus City Council

A quorum of City Council was not present for the 6:30 pm Study Session.

Monday, June 10, 2024 – Regular Romulus City Council Meeting

During the Regular Meeting of City Council, the above referenced ordinance amendment was presented under the City Clerk's report Item 6 X.

A motion to approve the first reading subsequently failed, however, during discussion by City Council with the administration over specific sections of the proposed ordinance amendments several questions and requests for information were made as follows:

Section 62-359. Management of combined system. (a)

As explained by legal counsel, during review of the Ordinance, it was noted that this section is not consistent with the City Charter as it relates to management and supervision to rules and regulations relating to the use of the water and sewer system.

Consistent with Romulus City Charter, Chapter V, The Executive Department Section 5.3 "Duties of the Mayor" (*see attachment*) at the recommendation of legal counsel this section should be amended to reflect *approval by the Mayor* rather than *by resolution of the City Council*.

Section 62-351. Rates, and charges; billing and collection; liens and remedies (d)

City Council and a member of the public (during public comment) requested the proposed amendment clarify when the special service fee shall be charged triple. This section has been modified (and attached) with the proposed amendment reading as follows:

"If, services are illegally turned on by any person or business other than city personnel on behalf of the city, this special service charge shall be tripled and assessed for each occurrence".

City of Romulus

At the request of City Council, a review of the records of the City Water Department was conducted to determine the number of times water service has been illegally turned on by a person or business. An accounting of the Water Department records from 2015 to present reflect this has occurred in excess of 130 times, of which fifteen (15) illegal connections were commercial/industrial customers.

The Department of Public Works has indicated that this occurs on new construction sites no less than six times annually.

During discussion with City Council on this matter, I did express to honorable City Council that any further concerns or requests for clarification be provided to my attention electronically. On Tuesday, June 11, 2024, I submitted a follow up email to all of City Council requesting the same. To date, I have not received any further requests from City Council on this matter.

The original draft of the proposed amendments to the ordinance were provided in City Council's packet provided by the City Clerk on or before Friday, May 31, 2024.

Staff, legal counsel and I have been present to address this matter during regular business hours, at the regular meeting on June 3, 2024, the study session on June 10, 2024 that did not have adequate council attendance as well as during the regular meeting of City Council on June 10, 2024. We remain committed to our original intent, consistent, transparent, good government.



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.

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- (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 Council by resolution from time to time, shall be imposed. If, after each discontinuance services are illegally turned on by any person or business other than city personnel on behalf of the city, this special service charge shall be tripled doubled and assessed for each occurrence, 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 Council 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 Council 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 Council 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.~~ Water Illegally Turned On

No person or business shall turn on the water from any of the water mains, pipes, or hydrants belonging to the water system of the city except for personnel acting on behalf of the city. Water turned on illegally shall have a special service charge as determined in the city fee schedule by council by resolution imposed. This special service charge shall be tripled and assessed for each illegal occurrence.

(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

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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

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(Supp. No. 24)

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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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 24, 2024**

Item No. E.

General Description: Notice of Water & Sewer Rate Changes

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



MEMORANDUM

To: Honorable City Council

From: Ellen L. Craig-Bragg, City Clerk

Cc: D’Sjonaun Hockenhull, Deputy City Clerk

Date: June 20, 2024

Re: Notice of Water and Sewer Rate Changes

The Finance Department has submitted the official notice of determination for Water & Sewer Rates & Fees changes.

Pursuant to Ch. 62, Article V, Sections 62-405 and 62-405 of the Romulus Code of Ordinance, The amounts of rates and charges and the intervals at which users of the wastewater system and 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 (10) days following the date of the meeting in which the City Council was presented with official notice of such determination unless rejected by a two-thirds (2/3) majority of the City Council.



MEMORANDUM

Date: June 12, 2024

To: Ellen Craig-Bragg, Clerk and
Honorable Council Persons

From: Maria Farris, Finance Director
Gary Harris, Assistant Finance Director

Re: Changes in Water & Sewer Rates & Fees

Attached is the Water/Sewer fee schedule pursuant to Sections 62-405 and 62-406 of the City of Romulus Code of Ordinances.

1. Retail rates will increase system wide due to continued rising costs passed through from Great Lakes Water Authority (GLWA) of 3.25% and Downriver Utility Waste Authority (DUWA) of 8.23%. Also, we have not received the Rouge Valley System flat and debt rates for 24/25. However, we are anticipating an increase to overall rising water costs.
2. Plante Moran assisted the City and conducted a comprehensive Water and Sewer study. The model calculated the necessary rate changes to pay for capital outlay, debt service obligations, water purchases, sewer treatment and internal operations costs. With our aging infrastructure of the City, it is necessary to continue adapt these rate changes to maintain our water and sewer assets.
3. The cost of maintaining and upgrading our water and sewer system has increased significantly over the years, and the current rates are adjusted annually to cover these expenses. I understand that any increase in bills can be difficult, but please know that this rate increase is a necessary step to ensure our community access to adequate water and sewer services. The water annual increase is .28 cents for FY24/25. The sewer annual increase is .52 cents for FY24/25. The RTS" Readiness to Serve" has **no increase** for FY24.25.

On average, a residential customer, with a ¾ inch" meter, that utilizes 10 units of water will realize an approximate **increase** of 2.9% or \$ 8.10 per year for FY24/25.

The Commercial and Industrial users will directly impact the City's revenues if the rates are not increased. On average, a commercial customer, with a 1 ½ l meter, that utilizes 1,548 units of water will realize a loss of revenue to the City in the amount of \$1250.26 or 10.6%. I For example, if the rate is not increased the City would realize a **decrease** in revenue of \$275,603 or 14.7% for FY24/25 from the Airport alone.

Attached are sample bills to compare the increase from FY23/24 and the proposed rate increase for FY24/25.

Once presented to City Council, the attached fee schedule will be effective as of July 1, 2024. If you should have any questions before the Council meeting, please feel free to contact me at (734) 955-4566 or Gary Harris at (734) 955-4567. Thank you.

Memorandum

To: Ellen Craig-Bragg, City Clerk
From: Maria Farris, Finance Director
Gary Harris, Assistant Finance Director
Date: June 17, 2024
Re: Water & Sewer Rates

Pursuant to Sections 62-405 (c) & 62-406 (c) of the City of Romulus Code of Ordinances, the water and sewer rates shall be determined and adjusted no less than annually.

The rates calculated as required by Ordinance, and in compliance with Section 15.6(a) of the Romulus City Charter are as follows:

	Current	New
All Water	\$3.013	\$3.296
Sewer Rate	\$3.994	\$4.516
Readiness to Serve: Water Charge – 3/4" meter	\$15.55	No Change
Readiness to Serve: Water Charge - 1" meter	\$25.96	No Change
WCAA Sewage Disposal Rate	\$2.981	\$3.293

These rates will become effective July 1, 2024.

City of Romulus - WATER/SEWER CHARGES

<u>Ordinance Section</u>	<u>Description of Charge</u>	<u>Previous Charge</u>	<u>Current Charge</u>
62-361 (a)	Final water bill charge	\$20.00	(no change)
62-361 (a)	Missed Appointment Fee	No Charge	No Charge
(ref 62-372)	1st offense	\$20.00	(no change)
	2nd offense	\$40.00	(no change)
	3rd offense	\$40.00	(no change)
62-361 (a)	Turn on fee		\$25.00
	Turn off fee		\$25.00
62-361 (c)	Delinquent penalties	10%	(no change)
62-361 (d)	Non-payment Shutoff Service Charge	\$40.00	\$50.00
62-377	Curb Box Plug	\$20.00	(no change)
62-377	Meter/Curb box Tampering Fee-Res	\$100.00	(no change)
	All subsequent offenses	\$250.00	(no change)
	Meter/Curb box Tampering Fee-Cor	\$250.00	(no change)
	All subsequent offenses	\$500.00	(no change)
62-365 (a)(2)	Water consumption rate per 100 cf	\$3.013 100 cf	\$3.296
62-406 (e)	(O&M - \$3.041; Debt - \$.255)		
62-365 (a)(4)	Daily charge for temporary connection		
	water	\$0.54 day/residential	N/A
	sewer	\$0.58 day/residential	N/A
	water	\$1.08 day/commercial	N/A
	sewer	\$1.22 day/commercial	N/A
62-365 (a)(4)	Daily water charge for tempoary connection		
	3/4"	N/A	\$0.52
	1"	N/A	\$0.86
	1.5"	N/A	\$1.92
	2"	N/A	\$2.76
	3"	N/A	\$5.18
	4"	N/A	\$8.64
	6"	N/A	\$17.17
	8"	N/A	\$27.64
	10" and up	N/A	\$39.73
62-365 (a)(4)	Daily sewer charge for tempoary connection		
	3/4"	N/A	\$0.07
	1"	N/A	\$0.12
	1.5"	N/A	\$0.24
	2"	N/A	\$0.38
	3"	N/A	\$0.72
	4"	N/A	\$1.20
	6"	N/A	\$2.39
	8"	N/A	\$3.83
	10" and up	N/A	\$5.51
62-365 (a)(5)	Water disconnection charge	Cost plus adm chg	N/A
62-357		\$1,900 deposit for single svc or dual svc	
62-365 (a)(5)	Water reconnection inspection charge	\$200.00 + admin	(no change)
62-357			
62-365 (a)(6)	Meter installation charge	\$100.00	(no change)
62-365 (a)(7)	Hydrant meter deposit		
	3"	\$2,500.00	Cost + admin
62-357			
	3"	\$2,500.00 agricultural	Cost + admin
	1"	\$500.00	Cost + admin
62-365 (a)(9)	Hydrant meter installation charge	\$50.00	(no change)
62-365 (a)(10)	Hydrant use charge	\$15.00 weekly	(no change)
62-365 (a)(3)	Water - Readiness to Serve		
	3/4"	\$15.55	(no change)
	1"	\$25.96	(no change)

		1 1/2"	\$57.77		(no change)
		2"	\$82.86		(no change)
		3"	\$155.46		(no change)
		4"	\$259.15		(no change)
		6"	\$518.15		(no change)
		8"	\$829.07		(no change)
		10"-12"	\$1,191.92		(no change)
62-365 (b)(1)	Water debt and Capital Replacement charges		\$700.00 each unit		(no change)
62-365 (b)(2)			\$250.00 each addition unit		(no change)
62-365 (c)	Water service installation charge	1"	\$2,966.00		(no change)
		1 1/2"	\$3,519.00		(no change)
		2"	\$4,207.00		(no change)
		Over 2"	\$0.00		(no change)
62-365 (d)	Standby fireline charge	1"	\$10.00 month		(no change)
		1 1/2"	\$10.00 month		(no change)
		2"	\$10.00 month		(no change)
		3"	\$10.00 month		(no change)
		4"	\$10.00 month		(no change)
		6"	\$16.00 month		(no change)
		8"	\$24.00 month		(no change)
		10"	\$30.00 month		(no change)
		12"	\$36.00 month		(no change)
62-365 (e)	Meter testing charge		\$50.00 ea. occurrence		(no change)
62-365 (f)	Meter Templates - Replacements Template Only		\$10.00 for any		(no change)
	3/4" Template w/couplings		\$69.20		cost
	Coupling replacement only		\$23.20		cost
	1" Template w/couplings		\$102.75		cost
	Coupling replacement only		\$35.75		cost
62-366 (a)(1)	Sewage disposal rate per 100 cf		\$3.994 100 cf		\$4.516
62-405(e)	(O&M - \$3.728; Debt - \$0.788)				
			\$0.153 non-resident user fee		(no change)
Council Res #09-314	WCAA Sewage disposal rate		\$2.981 100 cf		\$3.293
62-366 (a)(2)	Sewage service only		\$29.33 monthly		(no change)
62-366 (a)(3)	Sewage disconnection charge		\$0.00		(no change)
62-366 (b)	Sewer service installation charge	up to 6"	\$1,600.00		(no change)
		over 6"	\$0.00		\$0.00
62-366 (4)	Special sewer inspection charge		\$200.00 +admin		(no change)
62-357					
62-366 (4)	Sewage reconnection inspection charge		\$200.00 +admin		(no change)
62-357					
62-399	(Repair of existing line)				
62-366 (c)	Sewer service installation charge for low income residents	Applicant & dependents			
		1	\$12,700.00		(no change)
		2	\$14,500.00		(no change)
		3	\$16,350.00		(no change)
		4	\$18,150.00		(no change)
		5	\$19,600.00		(no change)
		6	\$21,050.00		(no change)
		Additional dependents	\$1,450.00		(no change)
62-366 (d)(1)	Sewer debt and capital replacement chrgs	1"	\$1,200.00		(no change)

		1 1/2"	\$2,670.00	(no change)
		2"	\$4,780.00	(no change)
		3"	\$10,690.00	(no change)
		4"	\$19,130.00	(no change)
		6"	\$43,050.00	(no change)
		8"	\$70,350.00	(no change)
		10"	\$105,520.00	(no change)
		12"	\$140,690.00	(no change)
		14"	\$177,270.00	(no change)
		Per Add'l Unit	\$425.00	(no change)
62-366 (d)(2)	Sewer - Readiness to Serve	3/4"	\$2.16	(no change)
		1"	\$3.60	(no change)
		1 1/2"	\$7.18	(no change)
		2"	\$11.49	(no change)
		3"	\$21.55	(no change)
		4"	\$35.93	(no change)
		6"	\$71.83	(no change)
		8"	\$114.93	(no change)
		10"-12"	\$165.23	(no change)
62-376	Tax Roll-Delinquent processing fee		\$40.00 ea occurrence	(no change)
62-399 (a)(3)	Sewer permits (Verify bondedness, costs of inspection/review fees)		\$50.00	(no change)

Note: the above rates will become effective July 1, 2024

Example: 3/4" 23/24 Rates



City of Romulus

11111 Wayne Road, Romulus, MI 48174
 www.romulusgov.com
 PHONE: 734-942-7560
 After 4:00 p.m. Emergency Phone: 734-942-8400
 DROP BOX AVAILABLE IN FRONT OF CITY HALL

DUE DATE 07/02/24	AMOUNT ON OR BEFORE DUE DATE \$105.49
ACCOUNT NUMBER	AMOUNT PAID
AMOUNT AFTER DUE DATE \$116.03	

Service Address:

PLEASE MAKE CHECKS PAYABLE TO
CITY OF ROMULUS
11111 WAYNE ROAD
ROMULUS, MI 48174

PLEASE INCLUDE ACCOUNT NUMBER ON YOUR CHECK



Please BRING ENTIRE BILL INTO OFFICE when paying in person OR Detach and MAIL TOP SECTION.

Keep This Portion For Your Records



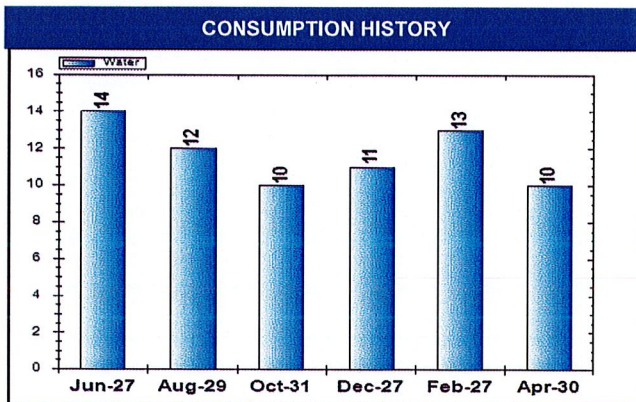
Additional Payment Options
 Online, Auto Deduct,
 Credit & Debit Cards.

SERVICE FROM	SERVICE TO	DAYS
03/01/24	05/01/24	62

ACCOUNT NUMBER
001251

Service Address:

SERVICE	METER #	PREVIOUS READ	DATE	CURRENT READ	DATE	USAGE	READ TYPE
WA	36546795	586	02/27/24	596	04/30/24	10	Auto



CHARGE	USAGE	TOTAL
WATER	10	\$30.13
WATER READINESS TO SERV		\$31.10
SEWER	10	\$39.94
SEWER READINESS TO SERV		\$4.32

Please note: POSTMARKS ARE NOT ACCEPTED. Payment must be physically received by the City, by the due date, to avoid penalty.

Failure to receive water bill does not waive penalty fee
 Sec 62-361 (c)

Delinquent water bills over \$ 300.00 are subject to shutoff

TOTAL CURRENT CHARGES	\$105.49
PREVIOUS BALANCE	\$126.51
PAYMENTS RECEIVED SINCE LAST BILL	\$(126.51)
ADJUSTMENTS SINCE LAST BILL	\$0.00
PENALTY SINCE LAST BILL	\$0.00
TOTAL AMOUNT DUE	\$105.49
BALANCE DUE AFTER 07/02/2024	\$116.03

CITY OFFICES WILL BE CLOSED 6/19/24 FOR JUNETEENTH AND 7/4/24 INDEPENDENCE DAY
 WWW.ROMULUSGOV.COM VIEW YOUR WATER BILL, MAKE PAYMENTS, ENROLL IN PAPERLESS BILLING OR AUTOPAY
 FOR RESIDENTIAL WATER ASSISTANCE CALL 313-388-9799 OR APPLY ONLINE @ WWW.WAYNEMETRO.ORG
 DELINQUENT ACCOUNTS OVER \$ 300.00 ARE SUBJECT TO SHUTOFF

Example: 3/4" 24/25 Rates



City of Romulus

11111 Wayne Road, Romulus, MI 48174
 www.romulusgov.com
 PHONE: 734-942-7560
 After 4:00 p.m. Emergency Phone: 734-942-8400
 DROP BOX AVAILABLE IN FRONT OF CITY HALL

DUE DATE	AMOUNT ON OR BEFORE DUE DATE
07/02/24	\$113.55
ACCOUNT NUMBER	AMOUNT PAID
AMOUNT AFTER DUE DATE	
\$124.91	

Service Address:

PLEASE MAKE CHECKS PAYABLE TO
CITY OF ROMULUS
11111 WAYNE ROAD
ROMULUS, MI 48174

PLEASE INCLUDE ACCOUNT NUMBER ON YOUR CHECK



Please **BRING ENTIRE BILL INTO OFFICE** when paying in person **OR Detach and MAIL TOP SECTION.**

Keep This Portion For Your Records



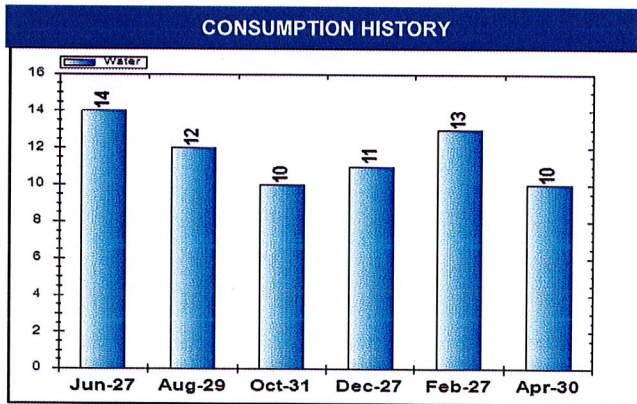
Additional Payment Options
 Online, Auto Deduct,
 Credit & Debit Cards.

SERVICE FROM	SERVICE TO	DAYS
03/01/24	05/01/24	62

ACCOUNT NUMBER
001251

Service Address: 1

SERVICE	METER #	PREVIOUS READ	DATE	CURRENT READ	DATE	USAGE	READ TYPE
WA	36546795	586	02/27/24	596	04/30/24	10	Auto



CHARGE	USAGE	TOTAL
WATER	10	\$32.96
WATER READINESS TO SERV		\$31.10
SEWER	10	\$45.16
SEWER READINESS TO SERV		\$4.32

Please note: **POSTMARKS ARE NOT ACCEPTED.** Payment must be physically received by the City, by the due date, to avoid penalty.

Failure to receive water bill does not waive penalty fee
 Sec 62-361 (c)

Delinquent water bills over \$ 300.00 are subject to shutoff

TOTAL CURRENT CHARGES	\$113.55
PREVIOUS BALANCE	\$ 0.00
PAYMENTS RECEIVED SINCE LAST BILL	\$(0.00)
ADJUSTMENTS SINCE LAST BILL	\$0.00
PENALTY SINCE LAST BILL	\$0.00
TOTAL AMOUNT DUE	\$113.55
BALANCE DUE AFTER 07/02/2024	\$124.91

CITY OFFICES WILL BE CLOSED 6/19/24 FOR JUNETEENTH AND 7/4/24 INDEPENDENCE DAY
 WWW.ROMULUSGOV.COM VIEW YOUR WATER BILL, MAKE PAYMENTS, ENROLL IN PAPERLESS BILLING OR AUTOPAY
 FOR RESIDENTIAL WATER ASSISTANCE CALL 313-388-9799 OR APPLY ONLINE @ WWW.WAYNEMETRO.ORG
 DELINQUENT ACCOUNTS OVER \$ 300.00 ARE SUBJECT TO SHUTOFF

Example: 1" 23/24 Rates



City of Romulus

11111 Wayne Road, Romulus, MI 48174
 www.romulusgov.com
 PHONE: 734-942-7560
 After 4:00 p.m. Emergency Phone: 734-942-8400
 DROP BOX AVAILABLE IN FRONT OF CITY HALL

DUE DATE	AMOUNT ON OR BEFORE DUE DATE
04/03/24	\$129.19
ACCOUNT NUMBER	AMOUNT PAID
AMOUNT AFTER DUE DATE	
\$142.10	

Service Address:

PLEASE MAKE CHECKS PAYABLE TO
CITY OF ROMULUS
 11111 WAYNE ROAD
 ROMULUS, MI 48174

PLEASE INCLUDE ACCOUNT NUMBER ON YOUR CHECK



Please **BRING ENTIRE BILL INTO OFFICE** when paying in person **OR Detach and MAIL TOP SECTION.**

Keep This Portion For Your Records



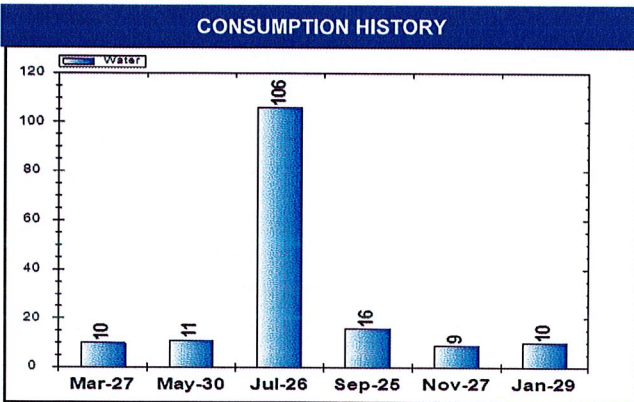
Additional Payment Options
 Online, Auto Deduct,
 Credit & Debit Cards.

SERVICE FROM	SERVICE TO	DAYS
12/01/23	02/01/24	63

ACCOUNT NUMBER
019335

Service Address:

SERVICE	METER #	PREVIOUS READ	DATE	CURRENT READ	DATE	USAGE	READ TYPE
WA	49169624	2888	11/27/23	2898	01/29/24	10	Auto



CHARGE	USAGE	TOTAL
WATER	10	\$30.13
WATER READINESS TO SERV		\$51.92
SEWER	10	\$39.94
SEWER READINESS TO SERV		\$7.20

Please note: **POSTMARKS ARE NOT ACCEPTED.** Payment must be physically received by the City, by the due date, to avoid penalty.

Failure to receive water bill does not waive penalty fee
 Sec 62-361 (c)

Delinquent water bills over \$ 300.00 are subject to shutoff

TOTAL CURRENT CHARGES	\$129.19
PREVIOUS BALANCE	\$ 0.00
PAYMENTS RECEIVED SINCE LAST BILL	\$ (0.00)
ADJUSTMENTS SINCE LAST BILL	\$0.00
PENALTY SINCE LAST BILL	\$0.00
TOTAL AMOUNT DUE	\$129.19
BALANCE DUE AFTER 04/03/2024	\$142.10

CITY OFFICES WILL BE CLOSED FRIDAY MARCH 29, 2024 FOR GOOD FRIDAY
 WWW.ROMULUSGOV.COM VIEW YOUR WATER BILL, MAKE PAYMENTS, ENROLL IN PAPERLESS BILLING OR AUTOPAY
 WRAP PROGRAM - WATER RESIDENTIAL ASSISTANCE PROGRAM 313-386-WRAP
 REMINDER - DELINQUENT WATER ACCOUNTS OVER \$ 300.00 ARE SUBJECT TO SHUTOFF

Example 1" 24/25 RATES



City of Romulus

11111 Wayne Road, Romulus, MI 48174
 www.romulusgov.com
 PHONE: 734-942-7560
 After 4:00 p.m. Emergency Phone: 734-942-8400
 DROP BOX AVAILABLE IN FRONT OF CITY HALL

DUE DATE	AMOUNT ON OR BEFORE DUE DATE
04/03/24	\$137.24
ACCOUNT NUMBER	AMOUNT PAID
AMOUNT AFTER DUE DATE	
\$150.96	

Service Address:

PLEASE MAKE CHECKS PAYABLE TO
CITY OF ROMULUS
11111 WAYNE ROAD
ROMULUS, MI 48174

PLEASE INCLUDE ACCOUNT NUMBER ON YOUR CHECK



Please BRING ENTIRE BILL INTO OFFICE when paying in person OR Detach and MAIL TOP SECTION.

Keep This Portion For Your Records



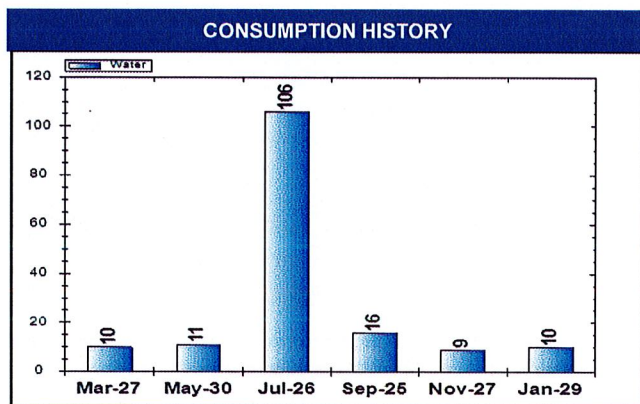
Additional Payment Options
 Online, Auto Deduct,
 Credit & Debit Cards.

SERVICE FROM	SERVICE TO	DAYS
12/01/23	02/01/24	63

ACCOUNT NUMBER
019335

Service Address:

SERVICE	METER #	PREVIOUS READ	DATE	CURRENT READ	DATE	USAGE	READ TYPE
WA	49169624	2888	11/27/23	2898	01/29/24	10	Auto



CHARGE	USAGE	TOTAL
WATER	10	\$32.96
WATER READINESS TO SERV		\$51.92
SEWER	10	\$45.16
SEWER READINESS TO SERV		\$7.20

Please note: POSTMARKS ARE NOT ACCEPTED. Payment must be physically received by the City, by the due date, to avoid penalty.

Failure to receive water bill does not waive penalty fee Sec 62-361 (c)

Delinquent water bills over \$ 300.00 are subject to shutoff

TOTAL CURRENT CHARGES	\$137.24
PREVIOUS BALANCE	\$ 0.00
PAYMENTS RECEIVED SINCE LAST BILL	\$ (0.00)
ADJUSTMENTS SINCE LAST BILL	\$0.00
PENALTY SINCE LAST BILL	\$0.00
TOTAL AMOUNT DUE	\$137.24
BALANCE DUE AFTER 04/03/2024	\$150.96

CITY OFFICES WILL BE CLOSED FRIDAY MARCH 29, 2024 FOR GOOD FRIDAY
 WWW.ROMULUSGOV.COM VIEW YOUR WATER BILL, MAKE PAYMENTS, ENROLL IN PAPERLESS BILLING OR AUTOPAY
 WRAP PROGRAM - WATER RESIDENTIAL ASSISTANCE PROGRAM 313-386-WRAP
 REMINDER - DELINQUENT WATER ACCOUNTS OVER \$ 300.00 ARE SUBJECT TO SHUTOFF



City of Romulus

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

Council Meeting Held: **June 24, 2024**

Item No. F.

General Description: Approval of the 2024 Honorary Street Sign Dedication Applications

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



MEMORANDUM

To: Honorable City Council

From: Ellen L. Craig-Bragg, City Clerk

Cc: D'Sjonaun Hockenhull, Deputy City Clerk

Date: June 20, 2024

Re: Honorary Street Sign Dedication Program Policy Amendment and Approval of the 2024 Applications

At the March 22, 2021, Regular City Council Meeting, the Council adopted the Honorary Street Sign Dedication Policy that enables the city to commemorate individuals who have made significant contributions to the community and humanity.

The application period was from April 1, 2024 to May 6, 2024

For the 2024 application period, the Clerk's Office has received eleven (11) applications.

Should the Council approval all eleven (11) applications, two actions are requested:

1. To amend the Honorary Street Sign Dedication Policy to allow for approval of six (6) applications submitted during the 2024 application period.
2. To approve the Honorary Street Sign Dedication Program applications honoring:
 - a. Eddie Jones
 - b. Lela M. Carter
 - c. Melvin Carter
 - d. Harry Scott, Jr.
 - e. Celester Warren
 - f. Ron & Debbie
 - g. Florence Rupert
 - h. Eva W. Webb
 - i. Ben Robbins
 - j. Rob Jesko
 - k. Mary Franklin



OFFICE OF THE CITY CLERK
MEMORANDUM

To: Honorable City Council
From: Ellen L. Craig-Bragg, City Clerk
CC: D'Sjonaun Hockenhull, Deputy Clerk
Date: May 30, 2024
Re: 2024 Honorary Street Sign Dedication Program Report

BACKGROUND:

At the March 22, 2021, Regular City Council Meeting, the Council adopted the Honorary Street Sign Dedication Policy that enables the city to commemorate individuals who have made significant contributions to the community and humanity.

APPLICATIONS:

Application period: April 1, 2024 to May 6, 2024

For the 2024 application period, the Clerk's Office has received eleven (11) applications for the following honorees:

-
1. Eddie Jones – application received on 4/1/24
 2. Lela M. Carter – application received on 4/3/24
 3. Melvin Carter – application received on 4/3/24
 4. Harry Scott, Jr. – application received on 4/3/24
 5. Celester Warren – application received on 4/3/24
 6. Ron & Debbie Dick – application received on 4/8/24
 7. Florence Rupert – application received on 4/9/24
 8. Eva W. Webb – application received on 4/17/24
 9. Ben Robbins – application received on 4/22/24
 10. Rob Jesko – application received on 4/26/24
 11. Mary Franklin – application received on 4/29/24
-

DEPARTMENT REVIEW:

Office of the City Clerk

- Out of the eleven (11) applications received, eight (8) of the honorees are deceased.
 - Voter registration files are purged upon the death of the voter; therefore, the City Clerk's Office is unable to confirm voter registration and/or residency.
 - The remaining applications have met residency and voter registration criteria of the program.
-

Police Department

- A records clearance check returned with NO records of arrest, conviction or sentence to imprisonment for the honorees
 - Requested confirmation of the correct spelling of honoree, Celester Warren, name. A record check identifies the spelling to be Cealistes Warrant with the same DOB as honoree; however the search returned with NO records of arrest, conviction or sentence to imprisonment for the above name.
-

Department of Public Works

- No objections to the proposed locations of the honorary street signs as indicated on each application.
-

CONCLUSION:

Per the Honorary Street Sign Dedication Policy, “the City Council shall consider the honorary street naming dedication at a Council meeting. A decision to adopt an honorary street name based on the criteria...shall be effectuated through the adoption of a resolution.”

A copy of the policy has been included in this packet.

At the June 10th Regular City Council Meeting, a request will be made for Council to adopt a resolution approving the honorary street names for the five (5) applicants of your choosing, or alternatively, amend the Honorary Street Sign Dedication Policy to allow for the approval of more than five (5) applications submitted for 2024.



OFFICE OF THE CITY CLERK
MEMORANDUM

To: Honorable City Council
From: Ellen L. Craig-Bragg, City Clerk
CC: D'Sjonaun Hockenhull, Deputy Clerk
Date: May 30, 2024
Re: 2024 Honorary Street Sign Dedication Program Report

BACKGROUND:

At the March 22, 2021, Regular City Council Meeting, the Council adopted the Honorary Street Sign Dedication Policy that enables the city to commemorate individuals who have made significant contributions to the community and humanity.

APPLICATIONS:

Application period: April 1, 2024 to May 6, 2024

For the 2024 application period, the Clerk's Office has received eleven (11) applications for the following honorees:

-
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 2. Lela M. Carter – application received on 4/3/24
 3. Melvin Carter – application received on 4/3/24
 4. Harry Scott, Jr. – application received on 4/3/24
 5. Celester Warren – application received on 4/3/24
 6. Ron & Debbie Dick – application received on 4/8/24
 7. Florence Rupert – application received on 4/9/24
 8. Eva W. Webb – application received on 4/17/24
 9. Ben Robbins – application received on 4/22/24
 10. Rob Jesko – application received on 4/26/24
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-

DEPARTMENT REVIEW:

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Police Department

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 - Requested confirmation of the correct spelling of honoree, Celester Warren, name. A record check identifies the spelling to be Cealistes Warren with the same DOB as honoree; however the search returned with NO records of arrest, conviction or sentence to imprisonment for the above name.
-

Department of Public Works

- No objections to the proposed locations of the honorary street signs as indicated on each application.
-

CONCLUSION:

Per the Honorary Street Sign Dedication Policy, “the City Council shall consider the honorary street naming dedication at a Council meeting. A decision to adopt an honorary street name based on the criteria...shall be effectuated through the adoption of a resolution.”

A copy of the policy has been included in this packet.

At the June 10th Regular City Council Meeting, a request will be made for Council to adopt a resolution approving the honorary street names for the five (5) applicants of your choosing, or alternatively, amend the Honorary Street Sign Dedication Policy to allow for the approval of more than five (5) applications submitted for 2024.



☐onorary Street Naming Dedication Policy

The honorary street sign dedication program enables the city to commemorate individuals who have made significant contributions to the community and humanity. These memorials celebrate citizens without imposing substantial burdens associated with modification to the Official Street Map of the City. These honorary street names are meant to commemorate the honoree and do not replace the official street name or require re-addressing of the street.

Restrictions

The potential honoree must:

1. Have made a demonstrable and significant positive impact on the community or contributed to the cultural, economic, educational, intellectual, political, or scientific vitality of the community or have made an extraordinary contribution in the service of humanity;
2. Must be an individual; and
3. Must have resided in the City for at least 35 years and reside in the City at the time of application.
4. Must be a registered voter in Romulus.

The City council shall consider the honorary street naming dedication at a Council meeting. A decision to adopt an honorary street name based on the criteria in this section shall be effectuated through adoption of a resolution. The honorary name shall be for a period of 12 months and may not be renewed for subsequent years. The City will seek approval from the County for all recipients who reside on a County Road.

All applications will be available at City Hall and on the City Website from the first Monday in April and due no later than 4pm on the first Monday of May. All applications must be placed on an agenda for consideration by the third City Council meeting held in June by the Clerk's Office. A maximum of 5 applications will be approved annually. All approved signs will be installed by the Department of Public works no later than last full business week of July and taken down no later than the last full business day of July the following year.

All signs must be picked up by the applicant by the last business day of the first week in August at the Romulus Department of Public works located at 12600 Wayne Rd. between the hours of 8 a.m. – 4 p.m. Monday through Friday.

The City of Romulus will seek donations from individuals, corporations and foundations for the costs but if funds are not available, applicants are responsible for all costs associated with the fabrication, installation, and maintenance of honorary street dedication signs, to be paid upon approval of the



□onorary Street Naming Dedication Policy

application by Council at the City Treasurer's Office. Only upon receipt of costs in full will the signage be created and installed by the Department of Public Works.

Following removal of the sign the City will also maintain a plaque in the public area of City Hall that will list all recipients of the Honorary Street Name Dedications. Honorary plaques will be updated annually in the calendar year the honorary sign is removed in the first week of August.

Fees

In addition to the cost of the sign, there is a non-refundable \$25.00 application fee. Applicants must complete an application form provided by the City and pay the filing fee upon filing the application made payable to the City of Romulus.

Honorary Street Sign Dedication Application - Submission #3113

Date Submitted: 4/1/2024

1. APPLICANT INFORMATION

Name*

Kanetria Martin

Email*

[REDACTED]

Address*

12305 Taylor St

City*

Taylor

State*

MI

Zip Code*

48180

2. HONORARY NAME REQUEST

Name of Nominee (as it would appear on the Street Name Sign)

First Name*

Eddie

Last Name*

Jones

Nominee's Date of Birth*

[REDACTED]

Years Nominee has resided in Romulus*

70

Must be a minimum of 35 years total

Location of Proposed Sign*

Beverly Rd

Intersecting Streets*

Carnegie Rd

Must be a City local street where the nominee lived

At each end of the one-block area

Alternate Location of Proposed Sign**Intersecting Streets for Alternate Location**

Beverly Rd

Forth St

At each end of the one-block area

State the direction of travel you would like to be able to view the sign from

East and West

Please list the City address(es) the nominee has resided*

He lived on the same property in the 1950s at address 34305 Beverly Rd, Romulus, MI 48174. But in 1979 he built a house next to his mother on the same land where he resides now and have been residing for the past 44 years.
Current address: 34315 Beverly Rd, Romulus, MI 48174

Please fill in all that apply to the nominee and include a brief explanation for each of the application criteria.**Significant Contribution to the City***

Eddie Jones helped clean up his neighborhood by keeping the Jones Subdivision trash and drug free. Any suspicious activity that he saw, he would report it and have them removed immediately. Eddie was big on having a drug free environment. In the 80/90s he would have all his neighborhood friends children assist him in cleaning up around the neighborhood and he would compensate them with either money or ice cream. The kids of the Jones Subdivision really respect him to this day.

If this section does not apply to the nominee, please type **"does not apply."**

Historical Impact or Service to the City and/or ties to the City*

Over the years, Eddie Jones would extend his services of helping the community cut their grass and turn over their soil for gardens with his tractor. He would help those from the middle age to the elderly and small independent companies. He was always there in the help of need whenever he was called. Also, over the past 40 plus years of living at his address, he had large family reunions where he would invite the homeless off the street to come and partake in food and fun recreational activities to make their day. He was widely respected across the Jones Sub community and Romulus overall.

If this section does not apply to the nominee, please type **"does not apply."**

Humanitarian Efforts or other*

Eddie Jones at the age of 19 left Romulus to serve his country in the U.S. Military for 4 years. After an honorable discharge, he returned back to his loving Romulus community and went on to build his family.

If this section does not apply to the nominee, please type **"does not apply."**

Additional Supporting Documentation

No file chosen

Upload any documents to support the above information

3. SUBMIT APPLICATION AND FEE

My application consists of the following items necessary for a complete application. Please check:*

☒ Completed Application Form

☒ \$25.00 Application Fee

Make checks payable to "City of Romulus" and submit to the City Clerks Office: City of Romulus, 11111 Wayne Road, Romulus, MI 48174

You may also pay online by [clicking here](#).

Please note, the Clerk's Office will process your application upon receipt of the \$25.00 application fee.

Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature*

Date*

Kanetria Martin

4/1/2024

CITY OF ROMULUS
11111 WAYNE RD
ROMULUS, MI 48174
Phone : (734) 942-7580

Received From: KANETRIA MARTIN
Date: 04/01/2024 Time: 12:10:00 PM
Receipt: 447684 *** REPRINT ***
Cashier: aabennett
Workstation: J FRNT Drawer: 1

HONORARY SIGN

ITEM REFERENCE	AMOUNT
CHS HONORARY SIGN CLERK REVENUE	
HONORARY SIGN CLERK REVENUE	\$25.00
TOTAL	\$25.00
CHECK 1110	\$25.00
Total Tendered:	\$25.00
Change:	\$0.00



Honorary Street Naming Dedication Application

1. APPLICANT INFORMATION

*Please print clearly

Applicants Name: Mary J. Carter

Street Address: 11283 Whitehorn St

Relationship to nominee: Daughter

Telephone: [REDACTED] E-mail: [REDACTED]

2. HONORARY NAME REQUEST

NAME OF HONOREE (PLEASE PRINT):

LELA M. Carter

(As it would appear on the Street Name Sign)

LOCATION OF PROPOSED SIGN (MUST BE A CITY LOCAL STREET WHERE THE HONOREE LIVED):

Delano St.

INTERSECTING STREETS AT EACH END OF THE ONE BLOCK AREA:

Bibbins St. & Rosewood St.

YEARS NOMINEE HAS RESIDED IN ROMULUS (MUST BE A MINIMUM OF 35 YEARS total) 63 years

Please list the City addresses the nominee has resided:

Northline Rd., 11345 Delano, 11359 Delano & 11283 Whitehorn St.

RECEIVED

2024 APR -3 P 2:41

CITY OF ROMULUS
CLERK'S OFFICE



Honorary Street Naming Dedication Application

Please check all that apply to the honoree and include a brief explanation for each of the applicable criteria. (Use additional pages if necessary)

☒ (Check Here) Significant Contribution to the City:

Worked with numerous church groups and organizations on
community issues and problem resolutions.

☒ (Check Here) Historical Impact or Service to the City (ties to the City):

Active in the construction and support of the Romulus Civic
League.

☒ (Check Here) Humanitarian Efforts or other:

Raised 16 children (with her husband Melvin) that weren't
biologically theirs, without "any" government assistance.
Counseled many troubled teens (especially females) facing adversities.

3. SUBMIT APPLICATION AND FEE:

My application consists of the following items necessary for a complete application. Please check:

☒ Completed Application Form, plus a \$25 fee (make checks payable to "City of Romulus" and submit to the City Clerk's Office), City of Romulus, 11111 Wayne Road, Romulus, MI 48174

Signature of Applicant: "

A handwritten signature in cursive script, appearing to read "Mary J. Foster", enclosed within a large, loopy circular flourish.

Date: 4-3-24

CITY OF ROMULUS
11111 WAYNE RD
ROMULUS, MI 48174
Phone : (734) 942-7580

Received From: MARY CARTER
Date: 04/03/2024 Time: 2:43:56 PM
Receipt: 448107 *** REPRINT ***
Cashier: aabennett
Workstation: J FRNT Drawer: 1

HONORARY SIGN
LELA CARTER AND MELVIN CARTER

ITEM REFERENCE	AMOUNT
CHS HONORARY SIGN CLERK REVENUE	
HONORARY SIGN CLERK REVENUE	\$50.00
TOTAL	\$50.00
CHECK 5704	\$50.00
Total Tendered:	\$50.00
Change:	\$0.00



Honorary Street Naming Dedication Application

1. APPLICANT INFORMATION

*Please print clearly

Applicants Name: Mary J. Carter

Street Address: 11283 Whitehorn St.

Relationship to nominee: Daughter

Telephone: [REDACTED] E-mail: [REDACTED]

2. HONORARY NAME REQUEST

NAME OF HONOREE (PLEASE PRINT):

Melvin Carter

(As it would appear on the Street Name Sign)

LOCATION OF PROPOSED SIGN (MUST BE A CITY LOCAL STREET WHERE THE HONOREE LIVED):

Whitehorn St.

INTERSECTING STREETS AT EACH END OF THE ONE BLOCK AREA:

Rosewood St. & Bibbins St.

YEARS NOMINEE HAS RESIDED IN ROMULUS (MUST BE A MINIMUM OF 35 YEARS total) 54 years

Please list the City addresses the nominee has resided:

Northline Rd, 11359 Delano, 11345 Delano & 11283 Whitehorn St.



Honorary Street Naming Dedication Application

Please check all that apply to the honoree and include a brief explanation for each of the applicable criteria. (Use additional pages if necessary)

☒ (Check Here) Significant Contribution to the City:

Built four home in Romulus that are still housing Romulus residents and providing tax revenue.

☒ (Check Here) Historical Impact or Service to the City (ties to the City):

Worked with Councilman Raspberry & Councilman Edwards on diverse city endeavors.

☒ (Check Here) Humanitarian Efforts or other:

Helped many Romulus residents with housing and financial support to become residents of Romulus; some that still reside in our community.

3. SUBMIT APPLICATION AND FEE:

My application consists of the following items necessary for a complete application. Please check:

- ☒ Completed Application Form, plus a \$25 fee (make checks payable to "City of Romulus" and submit to the City Clerk's Office), City of Romulus, 11111 Wayne Road, Romulus, MI 48174

Signature of Applicant:

Date:

4-3-24

CITY OF ROMULUS
11111 WAYNE RD
ROMULUS, MI 48174
Phone : (734) 942-7580

Received From: MARY CARTER
Date: 04/03/2024 Time: 2:43:56 PM
Receipt: 448107 *** REPRINT ***
Cashier: aabennett
Workstation: J FRNT Drawer: 1

HONORARY SIGN
LELA CARTER AND MELVIN CARTER

ITEM REFERENCE	AMOUNT
CHS HONORARY SIGN CLERK REVENUE	
HONORARY SIGN CLERK REVENUE	\$50.00
TOTAL	\$50.00
CHECK 5704	\$50.00
Total Tendered:	\$50.00
Change:	\$0.00



Honorary Street Naming Dedication Application

1. APPLICANT INFORMATION

*Please print clearly

Applicants Name: HARRY SCOTT JR. III

Street Address: 11048 WHITEHORN ST

Relationship to nominee: FATHER

Telephone: [REDACTED] E-mail: [REDACTED]

2. HONORARY NAME REQUEST

NAME OF HONOREE (PLEASE PRINT):

HARRY SCOTT JR.

(As it would appear on the Street Name Sign)

LOCATION OF PROPOSED SIGN (MUST BE A CITY LOCAL STREET WHERE THE HONOREE LIVED):

WHITEHORN ST.

INTERSECTING STREETS AT EACH END OF THE ONE BLOCK AREA:

GODDARD / Bibbins

YEARS NOMINEE HAS RESIDED IN ROMULUS (MUST BE A MINIMUM OF 35 YEARS total) 80 years

Please list the City addresses the nominee has resided:

11034 WHITEHORN ST. ROMULUS, MI



Honorary Street Naming Dedication Application

Please check all that apply to the honoree and include a brief explanation for each of the applicable criteria. (Use additional pages if necessary)

☒ (Check Here) Significant Contribution to the City:
IN THE EARLY SIXTIES HARRY STARTED VOLUNTEERING HIS TIME TO THE
ROMULUS CIVIC LEAGUE HELP WITH PAINTING, PLACING TILE ON THE FLOOR
HELP WITH THE HALLOWEEN PARTY, SELLING FISH AND CHICKENS EVERY FRIDAY
NIGHT, HELP GETTING NEIGHBOR WATCH STARTED IN THE JUNCTION SUB
AREA. IN THE SEVENTIES HARRY HAD A COMMUNITY GARDEN FOR THE
JUNCTION SUB AREA.

☐ (Check Here) Historical Impact or Service to the City (ties to the City):

☒ (Check Here) Humanitarian Efforts or other:
IN THE EARLY FIFTIES HARRY ENLISTED IN THE UNITED STATES ARMY
AND WAS HONORABLE DISCHARGE IN 1954

3. SUBMIT APPLICATION AND FEE:

My application consists of the following items necessary for a complete application. Please check:

- ☐ Completed Application Form, plus a \$25 fee (make checks payable to "City of Romulus" and submit to the City Clerk's Office), City of Romulus, 11111 Wayne Road, Romulus, MI 48174

Signature of Applicant:

A handwritten signature in dark ink, appearing to be "Harry", written over a horizontal line.

Date:

11-2-24

CITY OF ROMULUS
11111 WAYNE RD
ROMULUS, MI 48174
Phone : (734) 942-7580

Received From: HARRY SCOTT III
Date: 04/03/2024 Time: 3:35:32 PM
Receipt: 448128 *** REPRINT ***
Cashier: rwitten
Workstation: R FRNT Drawer: 1

HONORARY STREET SIGN
HARRY SCOTT JR

ITEM REFERENCE	AMOUNT
GENERAL	
101-215-633.000	\$25.00
TOTAL	\$25.00
CASH	\$25.00
Total Tendered:	\$25.00
Change:	\$0.00

Print

Honorary Street Sign Dedication Application - Submission #3121

Date Submitted: 4/3/2024

RECEIVED
2024 APR -3 A.D. 56
CITY OF ROMULUS
CLERK'S OFFICE

1. APPLICANT INFORMATION

Name*

Virginia Williams

Email*

[REDACTED]

Address*

35774 Abbey Drive

City*

Romulus

State*

Michigan

Zip Code*

48174

2. HONORARY NAME REQUEST

Name of Nominee (as it would appear on the Street Name Sign)

First Name*

Celester

Last Name*

Warren

Nominee's Date of Birth*

[REDACTED]

Years Nominee has resided in Romulus*

1938

Must be a minimum of 35 years total

Location of Proposed Sign*

Chamberlain Street

Intersecting Streets*

Beverly Road / Van Born Road

Must be a City local street where the nominee lived

At each end of the one-block area

Alternate Location of Proposed Sign

Intersecting Streets for Alternate Location

At each end of the one-block area

State the direction of travel you would like to be able to view the sign from

Please list the City address(es) the nominee has resided*

6032 Chamberlian Street

Please fill in all that apply to the nominee and include a brief explanation for each of the application criteria.

Significant Contribution to the City*

Matriarch of Romulus

If this section does not apply to the nominee, please type "does not apply."

Historical Impact or Service to the City and/or ties to the City*

Celeste Warren's willingness to take a stand and fight for what she believes in inspires others to do the same. Celester was a voice of change.

If this section does not apply to the nominee, please type "does not apply."

Humanitarian Efforts or other*

The Catalyst for Change.

If this section does not apply to the nominee, please type "does not apply."

Additional Supporting Documentation

No file chosen

Upload any documents to support the above information

3. SUBMIT APPLICATION AND FEE

My application consists of the following items necessary for a complete application. Please check:*

☒ Completed Application Form

☒ \$25.00 Application Fee

Make checks payable to "City of Romulus" and submit to the City Clerks Office: City of Romulus, 11111 Wayne Road, Romulus, MI 48174

You may also pay online by [clicking here](#).

Please note, the Clerk's Office will process your application upon receipt of the \$25.00 application fee.

Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature*

Date*

Virginia Williams

4/3/2024

CITY OF ROMULUS
11111 WAYNE RD
ROMULUS, MI 48174
Phone : (734) 942-7580

Received From: CELESTER WARREN
Date: 04/05/2024 Time: 11:35:47 AM
Receipt: 448253 *** REPRINT ***
Cashier: aabennett
Workstation: J FRNT Drawer: 1

VIRGINIA WILLIAMS

ITEM REFERENCE	AMOUNT
CHS HONORARY SIGN CLERK REVENUE	
HONORARY SIGN CLERK REVENUE	\$25.00
TOTAL	\$25.00
CASH	\$25.00
Total Tendered:	\$25.00
Change:	\$0.00



Honorary Street Naming Dedication Application

ROMULUS CITY CLERK
RECEIVED 2024 APR 8 PM 1:34

1. APPLICANT INFORMATION

*Please print clearly

Applicants Name: KATHY Abdo & SANDY Tenney

Street Address: 36899 MARIO ANN CT

Relationship to nominee: FRIENDS

Telephone: [REDACTED]

E-mail: [REDACTED]

2. HONORARY NAME REQUEST

NAME OF HONOREE (PLEASE PRINT):

RON & DEBBIE DICK

(As it would appear on the Street Name Sign)

LOCATION OF PROPOSED SIGN (MUST BE A CITY LOCAL STREET WHERE THE HONOREE LIVED):

WICK AND Whitehorn

INTERSECTING STREETS AT EACH END OF THE ONE BLOCK AREA:

YEARS NOMINEE HAS RESIDED IN ROMULUS (MUST BE A MINIMUM OF 35 YEARS total) 44

Please list the City addresses the nominee has resided:

9050 Whitehorn



Honorary Street Naming Dedication Application

Please check all that apply to the honoree and include a brief explanation for each of the applicable criteria. (Use additional pages if necessary)

☒ (Check Here) Significant Contribution to the City:
RON - CHURCH SUNDAY SCHOOL TEACHER
LITTLE LEAGUE COACH
JAYCEE MEMBER
DEBBIE - LITTLE LEAGUE COACH
SCHOOL VOLUNTEER

☒ (Check Here) Historical Impact or Service to the City (ties to the City):
RON - GRADUATE OF ROMULUS HIGH SCHOOL
PRESIDENT OF THE BOOSTER CLUB
ASSISTANT CITY CLERK
DEBBIE - HEAD OF ROMULUS RECREATION
MEMBER OF ROMULUS SCHOOL BOARD

☒ (Check Here) Humanitarian Efforts or other:
RON - FORMER NAVY

3. SUBMIT APPLICATION AND FEE:

My application consists of the following items necessary for a complete application. Please check:

☒ Completed Application Form, plus a \$25 fee (make checks payable to "City of Romulus" and submit to the City Clerk's Office), City of Romulus, 11111 Wayne Road, Romulus, MI 48174

Signature of Applicant: Kathleen A. Abdo Date: 4-8-2024

CITY OF ROMULUS
11111 WAYNE RD
ROMULUS, MI 48174
Phone : (734) 942-7580

Received From: KATHY ABDO
Date: 04/08/2024 Time: 1:36:21 PM
Receipt: 448326
Cashier: rwitten
Workstation: R FRNT Drawer: 1

HONORARY STREET SIGN DEDICATION
RON AND DEBBIE DICK

ITEM REFERENCE	AMOUNT
GENERAL	
101-215-633.000	\$25.00
TOTAL	\$25.00
CHECK 2040	\$25.00
Total Tendered:	\$25.00
Change:	\$0.00



Honorary Street Naming Dedication Application

RECEIVED

APR 09 2024 @ 2:25 pm

CLERK'S OFFICE

1. APPLICANT INFORMATION

*Please print clearly

Applicants Name: ELAINE RUPERT

Street Address: 20722 Bishop DR

Relationship to nominee: MOTHER

Telephone: [REDACTED] E-mail: [REDACTED]

2. HONORARY NAME REQUEST

NAME OF HONOREE (PLEASE PRINT):

FLORENCE RUPERT

(As it would appear on the Street Name Sign)

LOCATION OF PROPOSED SIGN (MUST BE A CITY LOCAL STREET WHERE THE HONOREE LIVED):

MOORE-GODDARD OR MOORE-BIBBINS

INTERSECTING STREETS AT EACH END OF THE ONE BLOCK AREA:

MOORE-GODDARD - BIBBINS

YEARS NOMINEE HAS RESIDED IN ROMULUS (MUST BE A MINIMUM OF 35 YEARS total) 90 years

Please list the City addresses the nominee has resided:

11091 MOORE STREET



Honorary Street Naming Dedication Application

Please check all that apply to the honoree and include a brief explanation for each of the applicable criteria. (Use additional pages if necessary)

☒ (Check Here) Significant Contribution to the City:
Fluence worked the city of Romulus elections polls for many years. She worked the Romulus High School Cafeteria as a lunch lady for years. She worked at the Civic Center on different politicians fundraisers for years.

☒ (Check Here) Historical Impact or Service to the City (ties to the City):
She attended Historical Church Marks Memorial AME for 90 years. Song in Choir, Sunday School teacher, Usher Board, Secretary of Church and different church committees: Missions Committee, Financial Exhorting, Communications Committee. She was a representative in the Stewardship and Pastoral Relations Committee.

☐ (Check Here) Humanitarian Efforts or other:

3. SUBMIT APPLICATION AND FEE:

My application consists of the following items necessary for a complete application. Please check:

- ☐ Completed Application Form, plus a \$25 fee (make checks payable to "City of Romulus" and submit to the City Clerk's Office), City of Romulus, 11111 Wayne Road, Romulus, MI 48174

Signature of Applicant: Elaine Rupert Date: 4-9-24

CITY OF ROMULUS
11111 WAYNE RD
ROMULUS, MI 48174
Phone : (734) 942-7580

Received From: ELAINE RUPERT
Date: 04/09/2024 Time: 2:20:07 PM
Receipt: 448390 *** REPRINT ***
Cashier: aabennett
Workstation: J FRNT Drawer: 1

HONORARY SIGN
FLORENCE RUPERT

ITEM REFERENCE	AMOUNT
CHS HONORARY SIGN CLERK REVENUE	
HONORARY SIGN CLERK REVENUE	\$25.00
TOTAL	\$25.00
CHECK 8262	\$25.00
Total Tendered:	\$25.00
Change:	\$0.00



Honorary Street Naming Dedication Application

1. APPLICANT INFORMATION

***Please print clearly**

Applicants Name: Robyn McCurdy

Street Address: 38752 Nottingham Drive

Relationship to nominee: Daughter

Telephone: [REDACTED] E-mail: [REDACTED]

2. HONORARY NAME REQUEST

NAME OF HONOREE (PLEASE PRINT):

Eva W. Webb

(As it would appear on the Street Name Sign)

LOCATION OF PROPOSED SIGN (MUST BE A CITY LOCAL STREET WHERE THE HONOREE LIVED):

Moore Street + Goddard Road

INTERSECTING STREETS AT EACH END OF THE ONE BLOCK AREA:

Goddard + Bibbins

YEARS NOMINEE HAS RESIDED IN ROMULUS (MUST BE A MINIMUM OF 35 YEARS total) 52

Please list the City addresses the nominee has resided:

11049 Moore Street



Honorary Street Naming Dedication Application

Please check all that apply to the honoree and include a brief explanation for each of the applicable criteria. (Use additional pages if necessary)

☒ (Check Here) Significant Contribution to the City:
School board member - 4 year term as secretary, treasurer +
Vice president
Administrative Assistant to the City Clerk.
Police, Fire + Safety Commission

☐ (Check Here) Historical Impact or Service to the City (ties to the City):

☐ (Check Here) Humanitarian Efforts or other:

3. SUBMIT APPLICATION AND FEE:

My application consists of the following items necessary for a complete application. Please check:

☒ Completed Application Form, plus a \$25 fee (make checks payable to "City of Romulus" and submit to the City Clerk's Office), City of Romulus, 11111 Wayne Road, Romulus, MI 48174

Signature of Applicant:

Robyn McCurdy

Date:

4/7/24

CITY OF ROMULUS
11111 WAYNE RD
ROMULUS, MI 48174
Phone : (734) 942-7580

Received From: CTE ROBERT MCCRAIGHT
Date: 04/17/2024 Time: 1:04:13 PM
Receipt: 448840 *** REPRINT ***
Cashier: rwitten
Workstation: R FRNT Drawer: 1

EVA WEBB
HONARY STEET SIGN

ITEM REFERENCE	AMOUNT
GENERAL	
101-215-633.000	\$25.00
TOTAL	\$25.00
CHECK 729	\$25.00
Total Tendered:	\$25.00
Change:	\$0.00



Honorary Street Naming Dedication Application

ROMULUS CITY CLERK
RECEIVED 2024 APR 22 PM 12:16

1. APPLICANT INFORMATION

*Please print clearly

Applicants Name: ~~Ben Robbins~~ Larry Robbins

Street Address: 10048 Sterling

Relationship to nominee: SON

Telephone: [REDACTED] E-mail: [REDACTED]

2. HONORARY NAME REQUEST

NAME OF HONOREE (PLEASE PRINT):

Ben Robbins

(As it would appear on the Street Name Sign)

LOCATION OF PROPOSED SIGN (MUST BE A CITY LOCAL STREET WHERE THE HONOREE LIVED):

On Sterling - cross road McBride

INTERSECTING STREETS AT EACH END OF THE ONE BLOCK AREA:

McBride + Menton

YEARS NOMINEE HAS RESIDED IN ROMULUS (MUST BE A MINIMUM OF 35 YEARS total) 35

Please list the City addresses the nominee has resided:

He built + lived in these homes

- | | |
|----------------|----------------|
| 10048 Sterling | 10254 Sterling |
| 10092 Sterling | 36167 Herman |
| 10090 Sterling | 36661 Herman |
| 10100 Sterling | 10080 Miriam |
| 10116 Sterling | 10095 Miriam |
| 10130 Sterling | 36654 McBride |
| | 36600 McBride |



Honorary Street Naming Dedication Application

Please check all that apply to the honoree and include a brief explanation for each of the applicable criteria. (Use additional pages if necessary)

☒ (Check Here) Significant Contribution to the City:
He was a Constable for the City/Township
of Romulus 1968-1970

☒ (Check Here) Historical Impact or Service to the City (ties to the City):
Drove School bus.
Custodian for Hayti Elem. + High School

☐ (Check Here) Humanitarian Efforts or other:
Participated in St. Jude

3. SUBMIT APPLICATION AND FEE:

My application consists of the following items necessary for a complete application. Please check:

- ☒ Completed Application Form, plus a \$25 fee (make checks payable to "City of Romulus" and submit to the City Clerk's Office), City of Romulus, 11111 Wayne Road, Romulus, MI 48174

Signature of Applicant: Larry Robbins Date: 4-22-24

CITY OF ROMULUS
11111 WAYNE RD
ROMULUS, MI 48174
Phone : (734) 942-7580

Received From: LARRY ROBBINS
Date: 04/22/2024 Time: 12:18:11 PM
Receipt: 449350 *** REPRINT ***
Cashier: rwitten
Workstation: R FRNT Drawer: 1

HONORARY STREET SIGN DEDICATION
BEN ROBBINS

ITEM REFERENCE	AMOUNT
GENERAL	
101-215-633.000	\$25.00
TOTAL	\$25.00
CASH	\$25.00
Total Tendered:	\$25.00
Change:	\$0.00

Print

Honorary Street Sign Dedication Application - Submission #3303

Date Submitted: 4/26/2024

ROMULUS CITY CLERK
RECEIVED 2024 APR 29 AM 8:41

1. APPLICANT INFORMATION

Name*	Email*
Melanie Kersey	

Address*

37830 Scott Pine Drive

City*	State*	Zip Code*
New Boston	MI	48164

2. HONORARY NAME REQUEST

Name of Nominee (as it would appear on the Street Name Sign)

First Name*	Last Name*
Mary	Franklin

Nominee's Date of Birth*	Years Nominee has resided in Romulus*
	56

Must be a minimum of 35 years total

Location of Proposed Sign*	Intersecting Streets*
Columbus Street	Joan Court

Must be a City local street where the nominee lived

At each end of the one-block area

Alternate Location of Proposed Sign

Columbus Street

Intersecting Streets for Alternate Location

Hazel Court

At each end of the one-block area

State the direction of travel you would like to be able to view the sign from

North

Please list the City address(es) the nominee has resided*

6156 Columbus Street, 6117 Carnegie Street, 6363 Colorado Street, Romulus, MI 48174

Please fill in all that apply to the nominee and include a brief explanation for each of the application criteria.**Significant Contribution to the City***

Ms. Franklin has been a Community Activist for approximately 50 years in Romulus. She and her deceased spouse raised eight children who all graduated from Romulus High School. She attained a GED from Romulus Public Schools. For decades she has been a pillar in the community. She has assisted youth and adults in the areas of listening to them, encouraging and advising them. She continually makes monetary donations, assists with grounds cleanup, barbecue gatherings, making food deliveries to the elderly and physically challenged individuals and has attended local churches in the area. Ms. Franklin has encouraged her children to remain in the city of Romulus and has successfully encouraged her sister to relocate and become a Romulus resident. Due to her input and training over the 56 years, her son has built numerous houses and refurbished a great number of houses and business entities in Romulus. She supports the local businesses and will forever be proud of her great city. Many past and current residents visit her on a regular basis to applaud her for her longevity, acts of kindness, and love toward them. Ms. Franklin continues to demonstrate and will leave a legacy that has significantly impacted her community culturally, educationally, intellectually, and politically.

If this section does not apply to the nominee, please type "does not apply."

Historical Impact or Service to the City and/or ties to the City*

Ms. Franklin has resided in the community and has vowed to live the rest of her life in the city she loves. She is a supporter of the Romulus Schools, City Council members, Mayor, and especially the Romulus Police Department. Ms. Franklin continues to support the leaders in any way possible. Ms. Franklin is currently a Romulus registered voter.

If this section does not apply to the nominee, please type "does not apply."

Humanitarian Efforts or other*

Ms. Franklin cares about her community and opens her door to its residents whenever there is a need. Many have benefitted from her open kitchen to feed those in need. She still maintains a couple of vegetable gardens that many residents have gleaned from. Ms. Franklin continues to utilize her vehicle to assist others in getting to grocery stores, pharmacies, and doctors appointments. Her greatest impact has been her prayers for the community and this nation!

If this section does not apply to the nominee, please type "does not apply."

Additional Supporting Documentation

No file chosen

Upload any documents to support the above information

3. SUBMIT APPLICATION AND FEE

My application consists of the following items necessary for a complete application. Please check:*

☒ Completed Application Form

☐ \$25.00 Application Fee

Make checks payable to "City of Romulus" and submit to the City Clerks Office: City of Romulus, 11111 Wayne Road, Romulus, MI 48174

You may also pay online by [clicking here](#).

Please note, the Clerk's Office will process your application upon receipt of the \$25.00 application fee.

Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature*

Date*

Melanie Kersey

4/26/2024



What are you looking for?

[Return to previous page](#)

Credit/Debit Card Detail for Invoice: INV20244212381514

Transaction Date: 4/2/2024 1:41:41 PM

Account Number: n/a

Invoice Number: INV20244212381514

Auth Order Number: B4E02M4130738

Invoice Type: Other Payments

Customer: Melanie Kersey

Address: 37830 Scott Pine Drive

City, State, Zip: New Boston, MI 48164

Phone Number: n/a

Email Address: [REDACTED]

Card number: [REDACTED]

Digital Wallet: None

Transaction Code: Sale

Transaction Amount: \$25.00

Convenience Fee: \$0.00

Total Amount: \$25.00

Reference: 660C43542BAF0CD3000013E20001105752505415

Message: Approved 03276D

Biller Reference:

WSReportID: 0

Payment Source: Cloud Store - Consumer Initiated

Payment Processed By: N/A

Remote IP: 75.128.134.190

Customer Name: Melanie Kersey

Address: 37830 Scott Pine Drive

City: New Boston

State: Michigan

Zip Code: 48164

Phone Number: [REDACTED]

Email Address: [REDACTED]

Reason for Payment: Honorary Street Sign Dedication for Mary Franklin

Amount: 25.00

CITY OF ROMULUS
11111 WAYNE RD
ROMULUS, MI 48174
Phone : (734) 942-7580

Received From: MELANIE KERSEY
Date: 04/03/2024 Time: 8:48:18 AM
Receipt: 447959 *** REPRINT ***
Cashier: rwitten
Workstation: R FRNT Drawer: 1

HONORARY STREET SIGN DEDICATION
MARY FRANKLIN

ITEM REFERENCE	AMOUNT
GENERAL	
101-215-633.000	\$25.00
TOTAL	\$25.00
CREDIT CARDS - OTHER	\$25.00
Total Tendered:	\$25.00
Change:	\$0.00



Honorary Street Naming Dedication Application

1. APPLICANT INFORMATION

*Please print clearly

ROMULUS CITY CLERK
RECEIVED 2024 APR 26 AM 10:22

Applicants Name: Patty Staetter

Street Address: 39151 Cherokee

Relationship to nominee: Sister

Telephone: [REDACTED]

E-mail: [REDACTED]

2. HONORARY NAME REQUEST

NAME OF HONOREE (PLEASE PRINT):

Rob Jesko

(As it would appear on the Street Name Sign)

LOCATION OF PROPOSED SIGN (MUST BE A CITY LOCAL STREET WHERE THE HONOREE LIVED):

Cogswell - between Ecorse & Van Born

INTERSECTING STREETS AT EACH END OF THE ONE BLOCK AREA:

Ecorse & Van Born

YEARS NOMINEE HAS RESIDED IN ROMULUS (MUST BE A MINIMUM OF 35 YEARS total) 50 yrs

Please list the City addresses the nominee has resided:

8551 Hudson - 6340 Cogswell 6654 Amarillo



Honorary Street Naming Dedication Application

Please check all that apply to the honoree and include a brief explanation for each of the applicable criteria. (Use additional pages if necessary)

☒ (Check Here) Significant Contribution to the City:
Operated Jack's Auto Repair on Earse Road for
over 50 years
1977 Romulus Graduate

☒ (Check Here) Historical Impact or Service to the City (ties to the City):
I go back to the business - many Romulus
residents have & are customers & some
were employed at the shop

☒ (Check Here) Humanitarian Efforts or other:

3. SUBMIT APPLICATION AND FEE:

My application consists of the following items necessary for a complete application. Please check:

☒ Completed Application Form, plus a \$25 fee (make checks payable to "City of Romulus" and submit to the City Clerk's Office), City of Romulus, 11111 Wayne Road, Romulus, MI 48174

Signature of Applicant: Patty Staetter Date: 8-25-24

CITY OF ROMULUS
11111 WAYNE RD
ROMULUS, MI 48174
Phone : (734) 942-7580

Received From: PATTY SLAETTER
Date: 04/26/2024 Time: 10:23:48 AM
Receipt: 449866
Cashier: rwitten
Workstation: R FRNT Drawer: 1

HONORARY STREET SIGN DEDICATION
ROB JESKO

ITEM REFERENCE	AMOUNT
GENERAL	
101-215-633.000	\$25.00
TOTAL	\$25.00
CASH	\$25.00
Total Tendered:	\$25.00
Change:	\$0.00

Romulus Department of Public Safety

CHIEF ROBERT PFANNES

Director of Public Safety

ADMINISTRATIVE OFFICES

11165 Olive Street • Romulus, Michigan 48174
Telephone (734) 941-8400 • FAX (734) 941-3251

TO WHOM IT MAY CONCERN:

This letter is to certify that a search of the alphabetical records of the Romulus Police Department discloses NO records of arrest, conviction or sentence to imprisonment with our department for the below listed subject.

WARREN

CEALISTES

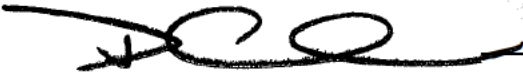
(LAST)

(FIRST)

(MIDDLE)



(DATE OF BIRTH)


Romulus Police Records Bureau
11165 Olive Street
Romulus, Michigan 48174
Office: 734-955-8821
Fax: 734-941-3251

Romulus Department of Public Safety

CHIEF ROBERT PFANNES

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EDDIE	ALVIN	JONES
(LAST)	(FIRST)	(MIDDLE)


(DATE OF BIRTH)


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CARTER

LELA

(LAST)

(FIRST)

(MIDDLE)


(DATE OF BIRTH)


Romulus Police Records Bureau

11165 Olive Street

Romulus, Michigan 48174

Office: 734-955-8821

Fax: 734-941-3251

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CARTER

MELVIN

(LAST)

(FIRST)

(MIDDLE)


(DATE OF BIRTH)


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11165 Olive Street
Romulus, Michigan 48174
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SCOTT JR.	HARRY	SCOTT
(LAST)	(FIRST)	(MIDDLE)


(DATE OF BIRTH)


Romulus Police Records Bureau
11165 Olive Street
Romulus, Michigan 48174
Office: 734-955-8821
Fax: 734-941-3251

Romulus Department of Public Safety

CHIEF ROBERT PFANNES

Director of Public Safety

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11165 Olive Street • Romulus, Michigan 48174
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TO WHOM IT MAY CONCERN:

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DICK	RONALD	EUGENE
(LAST)	(FIRST)	(MIDDLE)


(DATE OF BIRTH)


Romulus Police Records Bureau
11165 Olive Street
Romulus, Michigan 48174
Office: 734-955-8821
Fax: 734-941-3251

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DICK	DEBRA	LEA
(LAST)	(FIRST)	(MIDDLE)


(DATE OF BIRTH)


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11165 Olive Street
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FRANKLIN

MARY

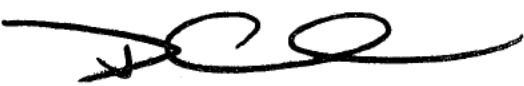
BELLE

(LAST)

(FIRST)

(MIDDLE)


(DATE OF BIRTH)


Romulus Police Records Bureau
11165 Olive Street
Romulus, Michigan 48174
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JESKO	ROBERT	
(LAST)	(FIRST)	(MIDDLE)

██████████

(DATE OF BIRTH)



Romulus Police Records Bureau
11165 Olive Street
Romulus, Michigan 48174
Office: 734-955-8821
Fax: 734-941-3251

Romulus Department of Public Safety

CHIEF ROBERT PFANNES

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ROBBINS

BENJAMIN

(LAST)

(FIRST)

(MIDDLE)

(DATE OF BIRTH)


Romulus Police Records Bureau
11165 Olive Street
Romulus, Michigan 48174
Office: 734-955-8821
Fax: 734-941-3251

Romulus Department of Public Safety

CHIEF ROBERT PFANNES

Director of Public Safety

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TO WHOM IT MAY CONCERN:

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WEBB	EVA	WANDALEAN
(LAST)	(FIRST)	(MIDDLE)


(DATE OF BIRTH)


Romulus Police Records Bureau
11165 Olive Street
Romulus, Michigan 48174
Office: 734-955-8821
Fax: 734-941-3251

Romulus Department of Public Safety

CHIEF ROBERT PFANNES

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TO WHOM IT MAY CONCERN:

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RUPERT

FLORENCE

(LAST)

(FIRST)

(MIDDLE)

██████████

(DATE OF BIRTH)



Romulus Police Records Bureau
11165 Olive Street
Romulus, Michigan 48174
Office: 734-955-8821
Fax: 734-941-3251

Interoffice Memorandum

TO: Ellen Craig-Bragg, City Clerk

FROM: Don Straub, Assistant DPW Director *DJS*

CC: Roberto Scappaticci, DPW Director
D'Sjonaun Hockenhull, Deputy Clerk

DATE: June 3rd, 2024

SUBJECT: Honorary Street Sign – DPW Approval

The DPW is in receipt of the proposed locations for the 2024 Honorary Street Sign Dedication program. At this time, the DPW sees no known issues with the current proposed locations.

If you have any questions, please feel free to contact me.

DJS/bmm

t:\administrative\admin documents\study session local street presentation of status.docx



City of Romulus

Treasurer's Report

Council Meeting Held:

June 24, 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 24, 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 24, 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 24, 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 24, 2024**

Item No. A.

General Description: Approval of Warrant #: 24-12 for checks presented in the amount of \$1,592,731.99

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 24, 2024
Warrant Number: 24-12

TOTAL WARRANT REGISTER 1,592,731.99

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

6/18/2024

CHECK DISBURSEMENT REPORT FOR CITY OF ROMULUS
CHECK DATE FROM 06/06/24 - 06/18/24

Fund		Amount
Total for fund 101	General Fund	142,639.17
Total for fund 202	Major Street Fund	84,733.77
Total for fund 203	Local Street Fund	648,938.94
Total for fund 205	Public Safety Fund	46,297.00
Total for fund 211	Cable TV	377.50
Total for fund 218	Merriman Rd. Spec. Assess	8,778.35
Total for fund 219	Street Lighting Fund	55,358.68
Total for fund 225	Community Employee Activity Fund	1,150.00
Total for fund 226	Garbage & Rubbish Collection Fund	2,895.58
Total for fund 245	Oakwood SAD	143.06
Total for fund 247	Tax Increment Finance Authority	40,502.78
Total for fund 248	Downtown Development Authority	2,979.62
Total for fund 260	Michigan Indigent Defense Fund	7,750.00
Total for fund 261	911 Service Fund	10,211.70
Total for fund 265	Drug Law Enforcement Fund	432.77
Total for fund 271	Library Fund	92,906.69
Total for fund 403	Vining Road Exten - Ecorse Const	37,528.13
Total for fund 592	Water & Sewer Fund	245,166.72
Total for fund 661	Motor Vehicle	17,241.95
Total for fund 664	Technology Services	34,026.95
Total for fund 676	Retiree's Ins. Benefits	16,375.24
Total for fund 677	Prop & Liability Ins Fund	8,297.00
Total for fund 701	Revolving Fund	4,287.50
Total for fund 702	General Tax Fund	56,353.41
Total for fund 704	Imprest Payroll Fund	16,643.75
Total for fund 705	Delq. Pers. Prop. Fund	10,715.73
TOTAL - ALL FUNDS		1,592,731.99

06/18/2024

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 06/06/2024 - 06/18/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank POOL POOLED CASH						
06/13/2024	POOL	85429	3970	ALYSA LONG	NOVEMBER 8, 2022 ELECTION PAYROLL	190.00
06/13/2024	POOL	85430	MISC	CAMERON MCCULLUM	JUNETEENTH COMMUNITY CELEBRATION ENTERTA	500.00
06/13/2024	POOL	85431	0772	DTE ENERGY	MUNICIPAL COMPLEX MAY 2024	12,376.98
06/13/2024	POOL	85432	3368	VERIZON CONNECT FLEET USA LLC	23/24 INVERTED PO- NETWORKFLEET GSA HARD	583.50
06/13/2024	POOL	85433	0670	VERIZON WIRELESS	342127256-00001 05/02/24 - 06/01/24 ALL	3,922.40
06/18/2024	POOL	1689(E)	0017	BLUE CARE NETWORK	JUNE 2024 HEALTH INS	927.52
06/18/2024	POOL	1690(E)	1468	CITY OF ROMULUS	11147 HUNT WATER BILL, 05/01/24 - 05/31/	17.71
06/18/2024	POOL	1691(E)	1468	CITY OF ROMULUS	37230 NORTHLINE WATER BILL 05/01/24 - 05	101.50
06/18/2024	POOL	1692(E)	1468	CITY OF ROMULUS	11165 OLIVE B WATER BILL 05/01/24 - 05/3	294.48
06/18/2024	POOL	1693(E)	1468	CITY OF ROMULUS	11165 OLIVE A WATER BILL 05/01/24 - 05/3	65.37
06/18/2024	POOL	1694(E)	1468	CITY OF ROMULUS	11189 SHOOK WATER BILL 05/01/24 - 05/31/	24.86
06/18/2024	POOL	1695(E)	1468	CITY OF ROMULUS	36525 BIBBINS WATER BILL, 05/01/24 - 05	129.40
06/18/2024	POOL	1696(E)	1468	CITY OF ROMULUS	12300 WAYNE WATER BILL 05/01/24 - 05/31/	122.99
06/18/2024	POOL	1697(E)	1468	CITY OF ROMULUS	11111 WAYNE WATER BILL 05/01/24 - 05/31/	173.10
06/18/2024	POOL	1698(E)	1468	CITY OF ROMULUS	7221 MIDDLEBELT WATER BILL 05/01/24 - 05	137.31
06/18/2024	POOL	1699(E)	1468	CITY OF ROMULUS	12600 WAYNE WATER BILL 05/01/24 - 05/31	201.95
06/18/2024	POOL	1700(E)	1468	CITY OF ROMULUS	28777 EUREKA WATER BILL 05/01/24 - 05/31	165.95
06/18/2024	POOL	1701(E)	1468	CITY OF ROMULUS	6900 WAYNE WATER BILL 05/01/24 - 05/31/2	94.35
06/18/2024	POOL	1702(E)	1468	CITY OF ROMULUS	11121 WAYNE WATER BILL 05/01/24 - 05/31/	107.91
06/18/2024	POOL	1703(E)	1468	CITY OF ROMULUS	11131 WAYNE WATER BILL 05/01/24 - 05/31/	244.70
06/18/2024	POOL	1704(E)	1468	CITY OF ROMULUS	37200 GODDARD WATER BILL, 05/01/24 - 05/	68.42
06/18/2024	POOL	1705(E)	1468	CITY OF ROMULUS	MERRIMAN SAD 2 WATER BILL, 09/27/23 - 05	2,349.58
06/18/2024	POOL	1706(E)	1468	CITY OF ROMULUS	MERRIMAN SAD 1 WATER BILL, 05/01/24 - 05	409.39
06/18/2024	POOL	1707(E)	1468	CITY OF ROMULUS	9755 OZGA WATER BILL, 05/01/24 - 05/31/2	64.55
06/18/2024	POOL	1708(E)	1468	CITY OF ROMULUS	11129 WAYNE, NEW 34TH DIST. COURT 05/01/	334.58
06/18/2024	POOL	1709(E)	0581	COMERICA COMM. CARD SERV.	J. WOJTYLKO COMERICA CARD PURCHASES FOR	30.00
					KEVIN KRAUSE COMERICA CARD PURCHASES FOR	2,011.60
					PATTY BRADEN COMERICA CARD PURCHASES FOR	209.94
					GARY HARRIS COMERICA CARD PURCHASES FOR	4,544.45
						<u>6,795.99</u>
06/18/2024	POOL	1710(E)	0020	DELTA DENTAL PLAN OF MICHIGAN	JUNE 2024 DELTA DENTAL INSURANCE	14,837.76
06/18/2024	POOL	1711(E)	0012	DTE ENERGY	38205 BARTH - EMERGENCY SIREN 05/02/24 -	30.86
					OAKWOOD STORM SEWER PUMP STATION - 15409	143.06
					6900 WAYNE - FIRE STATION #3 05/02/24 -	52.91
					6241 DEXTER - BOICE PARK 05/04/24 - 06/	42.91
					7219 MIDDLEBELT - FIRE #2 05/03/24 - 06	637.10
					7506 MERRIMAN - LANDSCAPING SERVICE PERI	219.38
					VINING RD HOT BOX - 34155 GODDARD - 05/0	566.78
					11189 SHOOK - CHAMBER BLDG 05/04/24 - 06	427.66
					9755 OZGA - ELMER JOHNSON PARK 05/04/24	86.84
					11120 HUNT - SCHOOL HOUSE @ HISTORICAL P	47.12
					16869 BRANDT - CREEKSIDE PUMP STATION 05	64.28
					12055 WAYNE - BIRD HOUSE 05/04/24 - 06/	10.78
					10202 SHOOK RD - CEMETERY - 05/04/24 -	39.39
					11147 HUNT - HISTORICAL PAVILLION - 05/	68.33
					12300 WAYNE - ANIMAL SHELTER 05/04/24 -	1,007.77
					37230 NORTHLINE- FS #1 05/04/24 - 06/05	99.75
					38834 HURON RIVER DR - WATER PUMP 05/09/	77.91
					6061 COLUMBUS - FERNANDEZ PARK 05/10/24	18.92
					36525 BIBBINS - SR CTR - 05/14/24 - 06/1	1,960.03
					28777 EUREKA - FS #4, - 05/14/24 - 06/1	1,021.48
					11165 OLIVE - POLICE STATION - 05/14/24	3,180.20
					12600 WAYNE - DPW - 05/14/24 - 06/12/24	2,485.49
						<u>12,288.95</u>
06/18/2024	POOL	1712(E)	0012	DTE ENERGY	31558 GODDARD - WATER PUMP 05/04/24 - 06	893.58
06/18/2024	POOL	1713(E)	0891	HOME DEPOT	23/24 BLANKET PO FOR MISC SUPPLIES - DPW	45.91
					23/24 BLANKET PO FOR MISC SUPPLIES - DPW	978.04
					23/24 BLANKET PO FOR MISC SUPPLIES - DPW	62.86
					23/24 BLANKET PO FOR MISC SUPPLIES - DPW	80.85
					23/24 BLANKET PO FOR MISC SUPPLIES - DPW	3.90
					HISTORICAL COMMISSION LED SOLAR LIGHT	47.50
					REMOVAL & PRUNING OF BRUSH ON AND AROUND	381.22
						<u>1,600.28</u>
06/18/2024	POOL	1714(E)	3992	INVOICE CLOUD INC.	INVERTED PO FOR MONTHLY FEES FOR CREDIT	597.25

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06/18/2024	POOL	1715(E)	2947	NATIONAL VISION ADMINISTRATORS, LLC	VISION COVERAGE FOR MAY 2024	1,753.61
					VISION COVERAGE FOR JUNE 2024	<u>1,837.40</u>
						3,591.01
06/18/2024	POOL	1716(E)	1014	THE HARTFORD-PRIORITY ACCOUNTS	JUNE 2024 VOLUNTARY LIFE BENEFIT	590.92
					JUNE 2024 HARTFORD INSURANCE CUST # 0087	<u>7,972.47</u>
						8,563.39
06/18/2024	POOL	85434	3209	ABM PROPERTY MANAGEMENT, LLC	BD BOND REFUND 16333 HOLLYWOOD	200.00
06/18/2024	POOL	85435	2942	AIRGAS, INC.	23/24 BLANKET PO- AIRGAS INC -FOR OXYGE	77.99
06/18/2024	POOL	85436	1279	AJAX MATERIALS CORPORATION	ITB 21/22-10 UPM COLD PATCH FOR 23/24 FY	5,952.70
06/18/2024	POOL	85437	0330	ALERT-ALL CORPORATION	23/24 BLANKET PO - ALERT ALL CORP - FIIR	260.00
06/18/2024	POOL	85438	3336	ALLIE BROTHERS, INC	UNIFORM ITEMS FOR CADET JACKLYNN ANTONCH	245.10
					HONOR GUARD UNIFORM ITEMS FOR KRISTOPHER	310.00
					UNIFORM ITEMS FOR NATHANIEL SIMS & CHRIS	20.09
					UNIFORM ITEMS FOR NATHANIEL SIMS & CHRIS	159.70
					UNIFORM ITEMS FOR NATHANIEL SIMS	256.54
					UNIFORM ITEMS FOR CADET JACKLYNN ANTONCH	<u>(204.99)</u>
						786.44
06/18/2024	POOL	85439	2926	ALLIED, INC.	MECHANICS LIFE #2 - LEAKING LOWERING CON	860.15
06/18/2024	POOL	85440	1567	ALPHA PSYCHOLOGICAL SERVICES, PC	NEW HIRES PSYCH EXAMINATIONS	1,550.00
06/18/2024	POOL	85441	2804	AMAZON CAPITAL SERVICES	BRIDGERTON FAMILY SERIES COLLECTION	119.92
					CANVAS BOARDS 42 PACK	27.99
					THE MARVELS	19.96
					GOLD SCRATCH OFF LABEL STICKERS	19.99
					KIDS MLP REPLACEMENT	<u>17.00</u>
						204.86
06/18/2024	POOL	85442	2804	AMAZON CAPITAL SERVICES	SOLACE BOOK 2, AFTER EIGHT	19.98
06/18/2024	POOL	85443	4027	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	150.55
					OFFICE SUPPLIES	106.29
					EMPLOYEE PICNIC MILESTONE AWARD SUPPLIES	58.82
					OFFICE SUPPLIES	119.98
					HEADSET FOR WATER CLERK	70.95
					PUBLIC WORKS WEEK 2ND GRADE FIELD TRIP A	301.20
					PAINT RESTOCK FOR PUBLIC WORKS WEEK FIEL	43.42
					REPLACE FILTERS AND BATTERIES	346.95
					MISC & PROPERTY AND EVIDENCE SUPPLIES	265.11
					MISC & PROPERTY AND EVIDENCE SUPPLIES	252.28
					BASEBALL EQUIPMENT ST. JOHN LODGE PARK/S	360.86
					INSECT CONTROL FOR PARK RENTALS	221.16
					WEED TRIMMER REPLACEMENT PARTS	207.91
					Inventory Order	498.73
					SOUNDS IN DOWNTOWN/COMM DEV SUPPLIES	<u>121.83</u>
						3,126.04
06/18/2024	POOL	85444	4365	AMERICAN COMMERCIAL TRUST PROP.	WINDOW 3- SBA GRANT RECIPIENT	10,000.00
06/18/2024	POOL	85445	MISC	ANGLIN CIVIL LLC	REF SEVER DEPOSIT FOR 36741 NORTHLINE RD	688.96
06/18/2024	POOL	85446	2903	APPLIED INNOVATION	CONTRACT BASE RATE JUNE 2024 ADDITIONAL	889.39
06/18/2024	POOL	85447	0529	ASSOCIATED NEWSPAPERS OF MICHIGAN	ITB 22/23-11 ASSOC. NEWS PUBLICATION 7/1	71.25
					ITB 22/23-11 ASSOC. NEWS PUBLICATION 7/1	118.75
					ITB 22/23-11 ASSOC. NEWS PUBLICATION 7/1	59.38
					ITB 22/23-11 ASSOC. NEWS PUBLICATION 7/1	118.75
					ITB 22/23-11 ASSOC. NEWS PUBLICATION 7/1	<u>35.63</u>
						403.76
06/18/2024	POOL	85448	1081	ATCHINSON FORD SALES, INC.	23/24 BLANKET PO MISC VEHICLE REPAIRS -	456.08
					23/24 BLANKET PO MISC VEHICLE REPAIRS -	36.70
					23/24 BLANKET PO MISC VEHICLE REPAIRS -	<u>14.52</u>

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						507.30
06/18/2024	POOL	85449	3649	AUTO VALUE OF ROMULUS	23/24 BLANKET PO FOR MISC MECHANIC PURCH	298.24
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	128.29
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	9.24
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	4.29
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	61.76
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	358.98
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	28.90
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	4.49
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	13.27
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	12.57
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	368.29
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	20.71
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	102.82
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	8.29
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	8.49
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	10.29
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	286.97
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	368.00
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	368.00
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	368.00
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	129.00
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	11.09
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	(52.00)
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	(20.79)
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	(137.97)
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	(140.00)
					23/24 BLANKET PO FOR MISC MECHANIC PURCH	(279.58)
						2,339.64
06/18/2024	POOL	85450	1683	BAKER & TAYLOR	ACCOUNT # 251637 L154147 2 B00000	50.94
06/18/2024	POOL	85451	3209	BERGERON NOAH	BD BOND REFUND 36726 GODDARD	500.00
06/18/2024	POOL	85452	3629	BEVERLY MEYER	LIBRARY MUSIC VISIT 7/9/24	350.00
06/18/2024	POOL	85453	0064	BOUND TREE MEDICAL LLC	23/24 BLANKET PO - MEDICAL SUPPLIES AND	409.56
06/18/2024	POOL	85454	4321	BRAUN CONSTRUCTION GROUP	APPLICATION FOR PAYMENT #03	77,984.80
06/18/2024	POOL	85455	2956	BSB COMMUNICATIONS, INC.	PIGGYBACK SOURCEWELL CONTRACT #120122-MB	26,413.72
					PIGGYBACK SOURCEWELL CONTRACT #120122-MB	6,942.53
						33,356.25
06/18/2024	POOL	85456	4315	BUBBIE'S PIZZA & CATERING	WINDOW 3- SBA GRANT RECIPIENT	9,000.00
06/18/2024	POOL	85457	0848	BURTON'S PLUMBING & HEATING CO.	BACKFLOW COMPLIANCE FOR HYD METER/RP2 PR	777.00
06/18/2024	POOL	85458	3705	CABLING AND MORE	JEFF LOWREY DJ AFTER PARTY 6/14/2024	250.00
06/18/2024	POOL	85459	1270	CARLISLE WORTMAN ASSOCIATES	BUILDING DEPT MECHANICAL REVIEWS	135.00
					BUILDING DEPT MECHANICAL REVIEWS	170.00
					CLIENT 374 WICK ROAD HOTELS APRIL 24	607.50
						912.50
06/18/2024	POOL	85460	0043	CMP DISTRIBUTORS INC	DOG PROTECTANT SPRAY AND CASE	259.30
06/18/2024	POOL	85461	1980	COMCAST	8529 10 214 0281543 BUSINESS CABLE 06/18	157.05
06/18/2024	POOL	85462	4215	COMMERCIAL REAL ESTATE EXCHANGE, IN	MONTHLY REAL ESTATE CONSULTING FY 23/24	139.00
06/18/2024	POOL	85463	3386	CONSTELLATION NEWENERGY	CITY GAS BILLS 6/17/24	3,706.36
06/18/2024	POOL	85464	3546	CORE & MAIN	23/24 BLANKET PO FOR MISC WATER SUPPLIES	1,050.00
06/18/2024	POOL	85465	0225	CROVA SALES & SERVICE	23/24 BLANKET PO FOR CROVA SALES - DPW	56.50
06/18/2024	POOL	85466	4362	DANIELLE GIBSON	WINDOW 3- SBA GRANT RECIPIENT	10,000.00
06/18/2024	POOL	85467	3791	DAVID L KING JR.	REMAINING BALANCE: DJ SERVICES FOR EMPLO	200.00
06/18/2024	POOL	85468	4238	DJ'S LANDSCAPE MANAGEMENT	RFP 22/23-13 2023- 2024 SAD LANDSCAPING	5,800.00
06/18/2024	POOL	85469	2979	DORSEY EMERGENCY MEDICAL ACADEMY	CPR AED INSTRUCTOR CLASS ALLGOOD 5/28/20	98.00
06/18/2024	POOL	85470	2594	DOWNRIVER UTILITY WASTEWATER AUTHOR	JUNE 2024 EXCESS FLOW	169,970.20
06/18/2024	POOL	85471	0772	DTE ENERGY	MAY 2024 STREET LIGHTING	59,079.05
06/18/2024	POOL	85472	2557	ELECTION SOURCE	ELECTION SUPPLIES	1,011.34
					ELECTION SUPPLIES	44.41
					ELECTION SUPPLIES	80.53
						1,136.28
06/18/2024	POOL	85473	0603	FASTENAL COMPANY	23/24 BLANKET PO FOR MISC PARTS FOR - DP	46.45

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06/18/2024	POOL	85474	3053	FIRST CHOICE COFFEE SERVICES	23/24 BLANKET PO FOR WATER PURIFIER AT P	62.95
06/18/2024	POOL	85475	3753	G.V. CEMENT CONTRACTING CO.	ITB 18/19-26 METRO AIRPORT CTR DR. CONCR	33,364.00
06/18/2024	POOL	85476	2703	GALE/CENGAGE LEARNING	JUNE BESTSELLERS	98.37
06/18/2024	POOL	85477	4273	GEM, INC.	SERVICE ADJUST DAMPER	375.00
					SERVICE HIGH TEMP AT LIBRARY	2,875.00
						3,250.00
06/18/2024	POOL	85478	0128	GIARMARCO, MULLINS, & HORTON, PC	ACCOUNT 70085-000B DOWNRIVER SEWER	487.50
					ACCOUNT 70085-005B HUMAN RESOURCES DEPT	937.50
					ACCOUNT 70085-006B LEGAL SERVICES POLICE DEPT	45.00
					ACCOUNT 70085-010B BUILDING DEPT	60.00
					ACCOUNT 70085-055B RODEWAY INN	225.00
					ACCOUNT 70085-007B FIRE DEPT	165.00
					ACCOUNT 70085-004B GENERAL	10,271.00
						12,191.00
06/18/2024	POOL	85479	2625	GLG PRINT	COR ITB 21/22-11 23/24 WATER BILL PRINTI	2,510.46
06/18/2024	POOL	85480	0631	GORDON FOOD SERVICE, INC.	BBQ SUPPLIES	338.73
06/18/2024	POOL	85481	4366	GRINDLINE TRAINING & FITNESS	WINDOW 3- SBA GRANT RECIPIENT	10,000.00
06/18/2024	POOL	85482	3209	Halima Saadia Ali	BD BOND REFUND 1550 HARRISON	750.00
06/18/2024	POOL	85483	4310	HARTWELL CEMENT COMPANY	ITB 23/24-07 2024 CONCRETE PATCH PROGRAM	576,967.75
06/18/2024	POOL	85484	4356	HEARTH, WOOD, & FIRE PIZZA	REMAINING BALANCE: WOOD-FIRED PIZZA FOOD	950.00
06/18/2024	POOL	85485	2789	HILLARD'S GLASS, INC.	WINDOW REPLACEMENT ON 2015 GMC SIERRA	315.00
					23/24 BLANKET PO FOR MISC VEHICLE WINDSH	540.00
						855.00
06/18/2024	POOL	85486	1420	HYDROCORP, INC.	23/24 INVERTED PO - ITB 17/18-25 5 YR C	6,805.00
06/18/2024	POOL	85487	2567	J & B MEDICAL SUPPLY CO. INC	23/24 BLANKET PO - J&B MEDICAL - FIRE D	136.00
06/18/2024	POOL	85488	0141	JACK DOHENY SUPPLIES INC	23/24 BLANKET PO - MECHANICS AND WATER D	65.00
					PUMP TO REPLACE LEAKING PUMP ON VACTOR #	2,965.39
						3,030.39
06/18/2024	POOL	85489	1896	JAM BEST ONE FLEET SERVICE	TIRES FOR GROUNDS TRACTOR #413	284.00
06/18/2024	POOL	85490	3785	JEFFREY E. BOWDICH	MIDC SERVICE HOURS ATTORNEY JEFFREY BOWD	2,400.00
06/18/2024	POOL	85491	3209	JUDITH LOUIN	BD BOND REFUND 6717 MIDDLEBELT	300.00
06/18/2024	POOL	85492	MISC	JUSTIN KUDERIK	PARK RENTAL DEPOSIT REFUND	25.00
06/18/2024	POOL	85493	MISC	KAITLYN HOOGERHYDE	ANIMAL BOND SPAY / NEUTER REFUND 6/1/24	25.00
06/18/2024	POOL	85494	MISC	KAMILLE HART	MAYORS DRUG TASK FORCE	500.00
06/18/2024	POOL	85495	3721	KELLER THOMA PC	CLIENT 005018, GENERAL; PROFESSIONAL SER	2,940.00
06/18/2024	POOL	85496	MISC	KIMBERLY TAYLOR-CRAWFORD	REFUND SENIOR ROOM RENTAL 6/9/24	100.00
06/18/2024	POOL	85497	3777	LAW OFFICES OF SAMER N. JADALLAH	MIDC SERVICE HOURS ATTORNEY SAMER JADALL	5,350.00
06/18/2024	POOL	85498	3453	LEXIPOL, LLC	23/24 FIRE EMS ONE ACADEMY TRAINING PLAT	1,929.93
06/18/2024	POOL	85499	0023	LIBERTY PLUMBING SUPPLY	23/24 BLANKET PO FOR WATER & SEWER MISC	19.08
					23/24 BLANKET PO FOR WATER & SEWER MISC	22.64
						41.72
06/18/2024	POOL	85500	0120	LIBRARY DESIGN ASSOCIATES, INC.	8.5 X 11 END PANEL SIGN 24 CT	3,240.00
					LABOR & MATERIAL INSTALL 5 ROLLER SHADES	2,450.00
						5,690.00
06/18/2024	POOL	85501	3477	LINDE GAS & EQUIPMENT INC.	23/24 BLANKET PO MISC MECHANIC WELDING S	181.45
06/18/2024	POOL	85502	0212	LOWER HURON CHEM & SUPPLY CO., INC.	CARPET RUNNERS FOR POLICE DEPT	2,060.90
06/18/2024	POOL	85503	1680	LUSTER CLEANERS, INC	23/24 BLANKET PO FOR PRISONER BLANKET CL	200.00
06/18/2024	POOL	85504	MISC	MARYJANE TOBIN	MAYORS DRUG TASK FORCE	500.00
06/18/2024	POOL	85505	2666	MAURER'S TEXTILE RENTAL SERVICES	23/24 INVERTED PO FOR EMPLOYEE UNIFORM E	134.41
					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	1.57
					23/24 INVERTED PO FOR EMPLOYEE UNIFORM E	27.50
					23/24 INVERTED PO FOR EMPLOYEE UNIFORM E	30.91

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					23/24 INVERTED PO FOR EMPLOYEE UNIFORM E	135.49
						389.86
06/18/2024	POOL	85506	1984	MEADOWBROOK INSURANCE AGENCY	RENEWAL 7/11/2024 - 7/11/25	8,297.00
06/18/2024	POOL	85507	0088	MESSENGER PRINTING SERVICE INC.	(140) CCR POSTCARDS TO NON RESIDENT WATE NEW BUSINESS CARDS G HARRIS & C PARKER	208.24 139.00
						347.24
06/18/2024	POOL	85508	3988	METRO ALARM SYSTEMS LLC	SYSTEM MONITORING - DPW, SENIOR CENTER F MONITORING CITY HALL & LIBRARY FIRE ALAR MONITORING CITY HALL & LIBRARY FIRE ALAR	65.98 65.98 385.00
						516.96
06/18/2024	POOL	85509	3036	MICHIGAN CUSTOM APPAREL	TRIP TO THE CAPITOL FIELD TRIP T-SHIRTS COACHES BASEBALL HATS	240.00 33.00
						273.00
06/18/2024	POOL	85510	0903	MICHIGAN DEPARTMENT OF TREASURY	2023 MSHDA DISTRIBUTION	34,136.41
06/18/2024	POOL	85511	0286	MICHIGAN MUNICIPAL LEAGUE	REGISTRATION FOR COUNCILMAN WILSON - NEW	95.00
06/18/2024	POOL	85512	0667	MICHIGAN POLICE TRAINING	CMV/ SIZE & WEIGHT ENFORCEMENT CLASS FOR	990.00
06/18/2024	POOL	85513	1104	MICHIGAN STATE POLICE	23/24 BLANKET PO-SEX OFFENDER REG 07/1/2 23/24 BLANKET PO FOR LIVESCAN USAGE 07/1	30.00 86.50
						116.50
06/18/2024	POOL	85514	0427	MIDWEST TAPE	CUSTOMER # 2000005771 BOOKS CUSTOMER # 2000005771 BOOKS CUSTOMER # 2000005771 BOOKS	76.49 25.49 893.09
						995.07
06/18/2024	POOL	85515	2902	MONAGHAN, PC	WAYNE RD SIDEWALK PROJECT BILLING THRU 5	37,528.13
06/18/2024	POOL	85516	2619	MOTOROLA SOLUTIONS, INC.	PIGGYBACK ON MIDEAL CONTRACT#19000000154 PIGGYBACK ON MIDEAL CONTRACT#19000000154	2,113.50 7,449.78
						9,563.28
06/18/2024	POOL	85517	0068	MUCHMORE HARRINGTON SMALLEY & ASSOC	23/24 INVERTED PO FOR LEGISLATIVE SERVIC	4,000.00
06/18/2024	POOL	85518	4359	NEW MALWA EXPRESS INC	WINDOW 3- SBA GRANT RECIPIENT	10,000.00
06/18/2024	POOL	85519	3743	NOREGON SYSTEMS INC.	UPDATE SOFTWARE SUBSCRIPTION ON JPRO TRU	1,699.00
06/18/2024	POOL	85520	3917	NYE UNIFORM CO	ITB 20/21-06 INVERTED FIREFIGHTER UNIFOR	117.52
06/18/2024	POOL	85521	4316	OCCMED CONNECT	23/24 BLANKET PO EMPLOYEE PROCESSING FOR	65.00
06/18/2024	POOL	85522	0744	OFFICE DEPOT, INC.	DYMO LABELS	75.92
06/18/2024	POOL	85523	MISC	OLIVIA NOWAK	ANIMAL BOND SPAY / NEUTER REFUND 8/1/24	50.00
06/18/2024	POOL	85524	0736	ORCHARD, HILTZ & MCCLIMENT	NORTHLINE ROAD REHAB- CONSTRUCTION ENGIN SMITH ROAD WATER MAIN REPLACEMENT I-94 AND MERRIMAN ROAD BRANDING GODDARD ROAD RECONSTRUCTION WICK ROAD HOTELS THRU MAY 24 WICK ROAD HOTELS THRU MAY 24 GROVER AND WYNDCLIFF SUBDIVISIONS GLWA WICK ROAD 48" WATER MAIN 0155-19-01 HERMAN/GODDARD HMA REPAIRS 2024 CONCRETE REPAIR PROGRAM MEDC SIDEWALK INSPECTION 23/24 GENERAL SERVICES PROFESSIONAL FEES WAYNE AND ECORSE CONSTRUCTION INSPECTION INKSTER ROAD WATER MAIN REPLACEMENT DESI HERMAN/GODDARD HMA REPAIRS 2024 CONCRETE REPAIR PROGRAM MEDC SIDEWALK INSPECTION DWAM GRANT DESIGNENGINEERING SERVICES STORAGE OF AMERICA THRU MAY 24	10,290.75 10,533.25 6,645.00 4,530.75 393.50 110.50 3,742.00 1,086.50 12,696.25 4,126.50 1,603.25 4,006.25 3,883.50 3,328.75 4,865.00 36,998.50 764.00 6,463.75 22.00

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					STORAGE OF AMERICA THRU MAY 24	104.00
					GENERAL SERVICES PROJECT 0155230001	<u>1,872.00</u>
						118,066.00
06/18/2024	POOL	85525	0266	OSBORNE CONCRETE COMPANY INC.	23/24 BLANKET PO FOR MISC.CONCRETE PURCH	914.60
06/18/2024	POOL	85526	3002	OVERDRIVE, INC.	EXTERNAL SERVICE	2.99
06/18/2024	POOL	85527	0984	PARKWAY SERVICES, INC.	RED SCHOOL HOUSE PORTAJOHNS 6/4/24-7/3/2	300.00
06/18/2024	POOL	85528	2960	PHOENIX SAFETY OUTFITTERS, LLC.	ITB 18/19-20 TURNOUT GEAR RENTAL FY 23/2	1,000.00
					CORY HAYNES TURNOUT GEAR RENTAL 4/24-6/2	100.00
					CORY HAYNES TURNOUT GEAR RENTAL 4/24-6/2	100.00
					PIGGYBACK NPPGOV CONTRACT #PS20065 - 6 S	23,184.00
					ITB 18/19-20 TURNOUT GEAR RENTAL FY 23/2	1,050.00
					ITB 18/19-20 TURNOUT GEAR RENTAL FY 23/2	<u>1,050.00</u>
						26,484.00
06/18/2024	POOL	85529	0716	PLANTE & MORAN, PLLC	CLIENT 42069, SERVICES RENDERED THRU MAY	400.00
					CLIENT 42069, SERVICES RENDERED THRU APR	<u>475.00</u>
						875.00
06/18/2024	POOL	85530	4369	POLKA DOTS	WINDOW 3- SBA GRANT RECIPIENT	3,000.00
06/18/2024	POOL	85531	3636	POWERDMS, INC	ADD 10 ADDITION LICENSES TO POWERDMS CLO	201.35
06/18/2024	POOL	85532	4231	PREMIER GROUP ASSOCIATES, LC	MONTHLY MAINTENANCE FOR GODDARD/HISTORIC	1,593.33
06/18/2024	POOL	85533	3959	PRETTY FACE CLEANING SERVICES	11189 SHOOK RD CLEANING- FY23/24	150.00
					GROWTH WORKS CLEANING -REIMBURSED THROUG	200.00
					WINDOW 3- SBA GRANT RECIPIENT	10,000.00
					GROWTH WORKS CLEANING -REIMBURSED THROUG	<u>200.00</u>
						10,550.00
06/18/2024	POOL	85534	1576	PRINTING SYSTEMS, INC.	BLANKET PO - ELECTION SUPPLIES & MATERIA	128.87
					BLANKET PO - ELECTION SUPPLIES & MATERIA	<u>48.29</u>
						177.16
06/18/2024	POOL	85535	0234	PRIORITY ONE EMERGENCY	UNIFORMS	49.98
					UNIFORMS	623.94
					UNIFORMS	391.94
					UNIFORMS	82.99
					UNIFORMS	417.94
					UNIFORMS	<u>259.96</u>
						1,826.75
06/18/2024	POOL	85536	1952	RITTER GIS, INC.	23/24 GIS SUPPORT SERVICES FOR FD OPS -	255.00
					23/24 INVERTED- GIS SUPPORT SERVICES 7/0	<u>4,356.25</u>
						4,611.25
06/18/2024	POOL	85537	0885	ROMULUS COMMUNITY SCHOOLS	2023 MSHDA DISTRIBUTION	8,568.38
06/18/2024	POOL	85538	2941	ROWE PROFESSIONAL SERVICES COMPANY	GRANT ROAD DESIGN	18,616.50
					OZGA ROAD DESIGN	11,937.50
					GRANT ROAD DESIGN	<u>11,245.00</u>
						41,799.00
06/18/2024	POOL	85539	1551	S & F FOODS, INC.	23/24 BLANKET PO FOR PIZZA CALZONE 12CT	75.00
06/18/2024	POOL	85540	3209	SCOTT DONTÉZ D (LIFE ESTATE)	BD BOND REFUND 14001 HANNAN	295.00
06/18/2024	POOL	85541	0204	SERVICE ELECTRIC SUPPLY INC	23/24 BLANKET PO FOR - MISC. BUILDING RE	73.60
					23/24 BLANKET PO FOR - MISC. BUILDING RE	<u>5.97</u>
						79.57
06/18/2024	POOL	85542	MISC	SHEENA STRICKLAND	REFUND SENIOR ROOM RENTAL 06/08/24	100.00

06/18/2024

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 06/06/2024 - 06/18/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
06/18/2024	POOL	85543	2343	STATE OF MICHIGAN	BOILER INSPECTIONS FOR CITY BUILDINGS	180.00
06/18/2024	POOL	85544	2518	STATE OF MICHIGAN	23/24 BLANKET PO -MDHHS - QUALITY ASSURA	2,201.16
06/18/2024	POOL	85545	0503	STERICYCLE, INC.	23/24 BLANKET STERICYCLE SHARPS PICK UP	22.22
					23/24 BLANKET PO REMOVAL OF PD MEDICAL W	22.65
						<u>44.87</u>
06/18/2024	POOL	85546	0203	SUBURBAN CALCIUM CHLORIDE SALES	ITB 22/23-10 - 23/24 INVERTED DUST CONTR	5,040.00
06/18/2024	POOL	85547	4254	TAYLOR H2O WORX LLC	ANNUAL HYDRANT METER ACCURACY TESTING	2,411.98
06/18/2024	POOL	85548	3645	TELEFLEX LLC	SOLE SOURCE EZ-IO NEEDLES AND STABILIZER	1,360.50
06/18/2024	POOL	85549	4163	THE PAWS CLINIC	SPAY,NEUTER DOGS BULLET, DUDE, REINA, CA	480.00
					SPAY,NEUTER DOGS HIPPO,JUDD, ELWOOD, JAK	846.00
						<u>1,326.00</u>
06/18/2024	POOL	85550	3593	TOSHIBA BUSINESS SOLUTIONS	RECYCLE BINS FOR TONER	249.90
06/18/2024	POOL	85551	2040	TRACTOR SUPPLY CREDIT PLAN	PINE PELLET CAT LITTER - 50 EACH - 40 LB	355.77
06/18/2024	POOL	85552	MISC	TRANS OVERSEAS	REF SEVER WA DEPOSIT FOR 27820 GODDARD	787.75
06/18/2024	POOL	85553	3281	TRUCK & TRAILER SPECIALISTS INC	PIGGYBACK MIDEAL 071B7700086 2023 FORD F	5,345.00
06/18/2024	POOL	85554	3494	TRUCK PRO LLC	23/24 BLANKET PO FOR MECHANICS - DPW	12.98
06/18/2024	POOL	85555	4363	TRUE HEALTH CHIROPRACTIC	WINDOW 3- SBA GRANT RECIPIENT	8,239.00
06/18/2024	POOL	85556	4042	TRUSTED JOURNEY	23/24 BLANKET PO FOR ANIMAL DISPOSAL	594.00
06/18/2024	POOL	85557	3446	ULINE, INC.	PROPERTY AND EVIDENCE SUPPLIES	573.69
06/18/2024	POOL	85558	2951	UNIQUE MANAGEMENT SERVICES, INC.	MAY PLACEMENTS	93.20
06/18/2024	POOL	85559	3209	VALORIE YOUNG	BD BOND REFUND 37561 VAN PETTEN	467.50
06/18/2024	POOL	85560	3209	VANASSCHE CONSTRUCTION INC	BD BOND REFUND 37465 HEROUX	200.00
06/18/2024	POOL	85561	2190	VANOVERBEKE, MICHAUD & TIMMONY, PC	LEGAL SERVICES RENDERED TO BOARD OF TRUS	564.30
06/18/2024	POOL	85562	4367	VLP INC	WINDOW 3- SBA GRANT RECIPIENT	10,000.00
06/18/2024	POOL	85563	0170	WADE TRIM ASSOCIATES INC	PROFESSIONAL SERVICES 5/28/22-7/1/2022	3,535.00
06/18/2024	POOL	85564	MISC	WALLACE BOWIE III	MAYORS DRUG TASK FORCE	500.00
06/18/2024	POOL	85565	0659	WASTE MANAGEMENT	23/24 INVERTED PO FOR DUMPSTER CHARGES	752.70
					23/24 INVERTED PO FOR DUMPSTER CHARGES	1,153.78
						<u>1,906.48</u>
06/18/2024	POOL	85566	0106	WAYNE COUNTY	500373, JUNE 2024 FIXED SEWAGE ROUGE VAL	36,127.33
06/18/2024	POOL	85567	0657	WAYNE COUNTY	23/24 INVERTED PO-TRAFFIC SIGNAL MAINTEN	1,389.40
					23/24 INVERTED PO-TRAFFIC SIGNAL MAINTEN	871.51
						<u>2,260.91</u>
06/18/2024	POOL	85568	MISC	WAYNE COUNTY REGISTER OF DEEDS	WATER MAIN EASEMENT ESCROW WITHDRAW	24.00
06/18/2024	POOL	85569	MISC	WAYNE COUNTY REGISTER OF DEEDS	STORM MAINTENANCE AGREEMENT	27.00
06/18/2024	POOL	85570	0885	WAYNE COUNTY TREASURER	2023 MSHDA DISTRIBUTION	13,648.62
06/18/2024	POOL	85571	0885	WAYNE COUNTY TREASURER	DELINQUENT PERSONAL PROPERTY DISBURSEMEN	10,715.73
06/18/2024	POOL	85572	0065	WAYNE LAWN & GARDEN CENTER, INC.	23/24 BLANKET PO FOR MECH & GROUNDS - DP	272.86
06/18/2024	POOL	85573	MISC	WEST MAPLE & INKSTER LLC	REF SEVER DEPOSIT @29211 ECORSE	875.09
06/18/2024	POOL	85574	MISC	WEST MAPLE & INKSTER LLC	REF SEVER DEPOSIT @ 29229 ECORSE	875.09
06/18/2024	POOL	85575	0158	WESTLAND FIRE EXTINGUISHER, INC.	VEHICLE FIRE EXTINGUISHER INSTALLS	208.00
06/18/2024	POOL	85576	4337	WILLIAMS EMERGENCY VEHICLES & EQUIP	EQUIPMENT BOX DUAL GUNLOCK & LABOR FOR V	1,152.00
06/18/2024	POOL	85577	0651	WOODLAND MEADOWS LANDFILL	23/24 INVERTED PO FOR RESIDENT DUMP PASS	739.20
06/18/2024	POOL	85578	3536	ZIEBART OF MICHIGAN - M122	DB-2 - F-150 REPLACEMENT TI	50.00
06/18/2024	POOL	85579	2945	ZONES, LLC	BLANKET PO FY 23/24 TECH SERVICES ZONES	636.00
					RENEWAL FOR VERITY SYSTEM RECOVERY SERVE	585.00
						<u>1,221.00</u>
POOL TOTALS:						
Total of 179 Checks:						1,592,731.99
Less 0 Void Checks:						0.00
Total of 179 Disbursements:						<u>1,592,731.99</u>

DTE	24-Mar	24-Apr	24-May
CITY HALL - 11111 Wayne	3382.33	3447.24	3664.19
COURT BUILDING - 11131 Wayne	2396.49	2442.48	2596.2
LIBRARY - 11121 Wayne	1062.08	1082.46	1150.59
New Court - 11129 Wayne	4584.01	4671.98	4966
Total for all municipal complex:	\$11,424.91	\$11,644.16	\$12,376.98

Constellation Energy charges	May-24	Amount due
34th District Court	11131 WAYNE ROAD	-461.39
34th District Court	11131 WAYNE ROAD	35.41
Fire Sta#3	6900 WAYNE RD	17.45
Fire Sta#4	28777 EUREKA RD	100.1
Senior Ctr.	36525 BIBBINS ST	279.98
Police Dept.	11165 OLIVE ST	514.72
City Hall	11111 WAYNE RD	318.76
Fire Sta#2	7221 MIDDLEBELT RD	11.52
Library	11121 WAYNE RD	950.16
RAC	35765 NORTHLINE RD	7965.79
D.P.W.	12600 WAYNE RD	890.55
Occupant-West Shore Fire	37230 NORTHLINE RD	6.44
Cemetery	10210 Shook Road	1.69
Occupant-Big Steve's Designz	35257 GODDARD RD	25.58
Animal Shelt.	12300 WAYNE RD	32.35
Hist. PK. School	11120 HUNT ST	0
Kingsley H.	11147 HUNT ST	22.2
DDA/Chamber	11189 SHOOK RD	18.29
New 34th District	11129 Wayne Road	942.55
		11672.15
	Total minus RAC	<u><u>3706.36</u></u>



City of Romulus

Communication

Council Meeting Held:
Item No. 12

June 24, 2024

Councilperson Abdo: _____

Councilperson Barden: _____

Councilperson Roscoe: _____

Councilperson Talley: _____

Councilperson Wadsworth: _____

Councilperson Williams: _____

Councilperson Wilson: _____



City of Romulus

Adjournment

Council Meeting Held:

June 24, 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