CITY OF ROMULUS – CITY COUNCIL
REGULAR MEETING AGENDA
September 9, 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, August 26, 2024, at 7:30 p.m.
   - **B.** Approval of the Minutes from the Special Meeting - Public Hearing held on Monday, August 26, 2024, at 6:45 p.m. to discuss the proposed special assessment district for the repaving of Brandt Rd. and Cypress Rd.
3. **Petitioner**
4. **Chairperson's Report, John Barden, Mayor Pro-Tem**
   - **A.** Approval of the Chairperson's Report
5. **Mayor's Report – Robert A. McCraight, Mayor**
   - **A.** Municipal Library Appointment
   - **B.** RFP 24/25-02 Goddard Park Plaza Improvements
   - **C.** ITB 23/24-14 Semiannual Janitorial Services - City Facilities
   - **D.** Piggyback on City of Livonia RFB - Sewer Lining Program SAK Construction LLC
   - **E.** Piggyback on OMNIA Contract - Toshiba America Business Solutions for the Purchase of Six (6) Multifunction Copiers
   - **F.** 2024 Pumpkin Festival 5K
   - **G.** Institute for Responsible Government Grant
   - **H.** Introduction of Budget Amendment 24/25-9
6. **Clerk's Report – Ellen L. Craig-Bragg, Clerk**
   - **A.** Second Reading and Final Adoption of Budget Amendment 24/25-7
   - **B.** Second Reading and Final Adoption of Budget Amendment 24/25-8
   - **C.** Resolution of Necessity for Improvement (Street-lighting SAD) and Special Meeting - Public Hearing Request for Monday, October 14, 2024, at 7:00 p.m.
   - **D.** Request to amend the 24/25 FY Municipal Fee Schedule - DPW
   - **E.** Resolution to establish a Special Assessment District - Brandt Rd. & Cypress Rd.
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 #: 24-17 for checks presented in the amount of $1,425,913.08.

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: **September 9, 2024**

Item No. A.

General Description: Approval of Agenda

Resolution No. ___________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

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Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

MOTION CARRIED UNANIMOUSLY   MOTION CARRIED   MOTION FAILED

City of Romulus

Minutes

Council Meeting Held: **September 9, 2024**

Item No. A.

General Description: Approval of Minutes from the Regular Meeting held on Monday, August 26, 2024, at 7:30 p.m.

Resolution No. ___________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

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Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

MOTION CARRIED UNANIMOUSLY　　MOTION CARRIED　　MOTION FAILED

MINUTES OF THE REGULAR ROMULUS CITY COUNCIL MEETING

August 26, 2024

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

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

Pledge of Allegiance

Roll Call

Present: John Barden, Celeste Roscoe, Tina Talley, William Wadsworth, Virginia Williams, Allen Wilson
Absent / Excused: Kathy Abdo

Administrative Officials in Attendance:
Robert McCraight, Mayor
Ellen L. Craig-Bragg, Clerk
Stacy Paige, Treasurer
Administrative Staff in Attendance:
D'Sjonaun Hockenhull - Deputy City Clerk; Stephen Hitchcock - City Attorney; Julie Wojtylko - Chief of Staff; Gary Harris - Asst. Finance Director; Patty Braden - Library Director

1. Agenda

A. Moved by **Tina Talley**, seconded by **Celeste Roscoe** to accept the Agenda as presented.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Williams, Wilson
Nays - None
Motion Carried Unanimously

2. Minutes

A. **Res. #24-245** Moved by **William Wadsworth**, seconded by **Celeste Roscoe** to approve the Minutes from the Regular Meeting held on Monday, August 12, 2024, at 7:30 p.m.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Williams, Wilson
Nays - None
Motion Carried Unanimously

B. **No special meeting(s) was held on Monday, August 12, 2024.**

3. Petitioner

A. **Petitioner**: Monica Edwards **Petition**: Block Party Approval & Road Closure Request for October 12, 2024.
Res. #24-246 Moved by **Virginia Williams**, seconded by **Allen Wilson** to approve the Block Party Petition for Saturday, October 12, 2024, from 1:00 p.m. to 7:30 p.m. and the closing of Greenview St. at Harriet St. and Harrison St. with a 10 ft. fire lane clearance granted for emergency vehicles for the entire length of the street closure for the stated event.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Williams, Wilson
Nays - None
Motion Carried Unanimously

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

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

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Williams, Wilson
Nays - None
Motion Carried Unanimously

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

Res. #24-247 Moved by **Celeste Roscoe**, seconded by **Tina Talley** to adopt a resolution expressing concern regarding the radioactive waste scheduled for delivery to Van Buren Township, Michigan and requesting the federal government to seek alternative solutions to disposing of their radioactive and hazardous waste.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Williams, Wilson
Nays - None
Motion Carried Unanimously

A. **Res. #24-248** Moved by **Celeste Roscoe**, seconded by **Tina Talley** to concur with the Administration and authorize the fiscal year 2023/2024 encumbrances for capital outlay purchases and various City projects in the amount of $11,336,806.49 to be rolled over into the FY 2024/2025 budget and paid accordingly.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Williams, Wilson
Nays - None
Motion Carried Unanimously

B. **Res. #24-249** Moved by **Tina Talley**, seconded by **William Wadsworth** to concur with the Administration and introduce budget amendment 24/25-7 to cover unforeseen costs for employee dental insurance expenses.

FUND/DEPT. ACCOUNT NO.	ACCOUNT NAME	CURRENT BUDGET	AMENDMENT	AMENDED BUDGET
271 Library				
Fund Balance 271.000.390.000	Fund Balance	$709,215.00	$(4,000.00)	$705,215.00
Expense 271.790.719.000	Dental Insurance	$-	$4,000.00	$4,000.00

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Williams, Wilson
Nays - None
Motion Carried Unanimously

C. **Res. #24-250** Moved by **William Wadsworth**, seconded by **Celeste Roscoe** to concur with the Administration and introduce budget amendment 24/25-8 to allow the Romulus Animal Shelter to purchase a new washer and dryer using animal shelter donations.

FUND/DEPT. ACCOUNT NO.	**ACCOUNT NAME**	**CURRENT BUDGET**	**AMENDMENT**	**AMENDED BUDGET**
101-000 General				
Expense 101-430-971.000	Capital Outlay	$-	$13,000.00	$13,000.00
Revenue 101-430.675.000	Animal Shelter Donations	$5,000.00	$13,000.00	$18,000.00

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Williams, Wilson
Nays - None
Motion Carried Unanimously

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

A. **Res. #24-251** Moved by **Celeste Roscoe**, seconded by **Tina Talley** to approve the Second Reading & Final Adoption of Budget Amendment 24/25-1 in the amount of $12,100.00 to recognize FY 23/24 donation revenue and using fund balance approved by the Library Board on July 15, 2024.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Williams, Wilson
Nays - None
Motion Carried Unanimously

B. **Res. #24-252** Moved by **Celeste Roscoe**, seconded by **William Wadsworth** to approve the Second Reading & Final Adoption of Budget Amendment 24/25-3 in the amount of $33,000.00 for sidewalk renovations for the downtown Pocket Park.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Williams, Wilson
Nays - None
Motion Carried Unanimously

C. **Res. #24-253** Moved by **Celeste Roscoe**, seconded by **Virginia Williams** to approve the Second Reading & Final Adoption of Budget Amendment 24/25-5 in the amount of $13,000.00 to recognize additional donations for the Pumpkin Festival Event and corresponding additional expenditures.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Williams, Wilson
Nays - None
Motion Carried Unanimously

D. **Res. #24-254** Moved by **William Wadsworth**, seconded by **Tina Talley** to approve the Second Reading & Final Adoption of Budget Amendment 24/25-6 in the amount of $19,382.00 to allocate funds to purchase copiers for various City Departments to prevent interest expense.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Williams, Wilson
Nays - None
Motion Carried Unanimously

7. Treasurer's Report – Stacy Paige, Treasurer

Treasurer Paige reminded residents that property taxes are due September 30th and to contact the Treasurer's Office for any questions.

8. Public Comment

A resident addressed the City Council regarding the publishing of police runs in the community as was done in times past.

9. Unfinished Business

Councilperson Wadsworth reminded residents that schools will open next week and admonished residents to slow down near schools.

10. New Business

Councilperson Williams inquired about the City implementing a local city tax to generate revenue.

11. Warrant

A. **Res. #24-255** Moved by **Celeste Roscoe**, seconded by **Tina Talley** to approve Warrant #: 24-16 for checks presented in the amount of $2,303,515.39.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Williams, Wilson
Nays - None
Motion Carried Unanimously

12. Communication

Councilperson Talley thanked residents for sending their condolences on the passing of her uncle.
Councilperson Roscoe commented on the grand opening of Sheetz.
Councilperson Williams reminded residents that there will not be a Forgotten Harvest distribution due to a school function, but it will resume the following week. She also announced upcoming community events.
Councilperson Wilson commented on a letter from U.S. Rep. Shri Thanedar regarding CSX Transportation.

13. Adjournment

Moved by **William Wadsworth**, seconded by **Virginia Williams** to adjourn the meeting at 8:31 p.m.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Williams, Wilson
Nays - None
Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan do hereby certify the foregoing to be a true copy of the minutes of the regular meeting of the Romulus City Council held on August 26, 2024.

Ellen L Craig Bragg

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

City of Romulus

Minutes

Council Meeting Held: **September 9, 2024**

Item No. B.

General Description: Approval of the Minutes from the Special Meeting - Public Hearing held on Monday, August 26, 2024, at 6:45 p.m. to discuss the proposed special assessment district for the repaving of Brandt Rd. and Cypress Rd.

Resolution No. ___________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

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Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

MOTION CARRIED UNANIMOUSLY MOTION CARRIED MOTION FAILED

MINUTES OF THE ROMULUS CITY COUNCIL SPECIAL MEETING – PUBLIC HEARING
August 26, 2024
Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174
The meeting was called to order at 6:45 p.m. by Mayor Pro Tem John Barden

1. **Roll Call**
Present: John Barden, Celeste Roscoe, Tina Talley, William Wadsworth
Absent / Excused: Kathy Abdo, Virginia Williams, Allen Wilson

Administrative Officials in Attendance:
Robert McCraight, Mayor
Ellen L. Craig-Bragg, Clerk
Administrative Staff in Attendance:
D'Sjonaun Hockenhull - Deputy City Clerk; Stephen Hitchcock - City Attorney; Julie Wojtylko - Chief of Staff; Roberto Scappaticci - DPW Director

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

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Wilson
Nays - None
Motion Carried Unanimously
For the record, Councilperson Wilson attended the meeting at 6:48 p.m.

3. **Public Hearing Discussion: Proposed Special Assessment District - Brandt Rd. & Cypress Rd.**
Clerk Bragg read a memo into the record.
Director Scappaticci reviewed the history of the property owners' petition. The City will commit 10 percent (%) towards the reconstruction cost of Brandt Rd and Cypress Rd. using asphalt.
For the record, Councilperson Williams attended the meeting at 6:57 p.m.
Stan Drabik of 30200 Cypress addressed the City Council. He did not object to the special assessment. Still, he wanted to offer an option to include 750 ft of a private road that connects to Cypress being made a public road to balance out what he described as an inequitable methodology in determining the owner's contribution towards reconstruction costs.
Shahein Rajaee of 6740 Cypress inquired about other parcels not included in the proposed special assessment district and the use of private roads to access their property.
Neal MacLean of 30550 Ecorse, 6775 Brandt, and 30500 Cypress contested that parcels north of his property use the private road that abuts his parcel. He supports the special assessment district.
Dwight Fairchild of 30255 Beverly and 6801 Cypress affirmed Mr. MacLean's statement, and he spoke of an instance where employees' vehicles were damaged by the condition of Brandt Road.

4. **Public Comment -** None

5. Moved by **William Wadsworth**, seconded by **Celeste Roscoe** to adjourn the Public Hearing at 7:29 p.m.

Roll Call Vote: Ayes - Barden, Roscoe, Talley, Wadsworth, Williams, Wilson
Nays - None
Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan do hereby certify the foregoing to be a true copy of the minutes of the Special Meeting – Public Hearing of the Romulus City Council held on August 26, 2024.

Ellen L. Craig-Bragg

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

City of Romulus

Petitioner

Council Meeting Held: **September 9, 2024**

Item No. 3

General Description: ____

Resolution No._________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

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Ayes:	All	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	All	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	All	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

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

Council Meeting Held: **September 9, 2024**

Item No. A.

General Description: Approval of the Chairperson's Report

Resolution No. ___________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

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Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	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: **September 9, 2024**

Item No. A.

General Description: Municipal Library Appointment

Resolution No. __________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

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Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	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: Municipal Library Board Appointment

DATE: August 29, 2024

I am hereby requesting approval to appoint Emery Long to the Romulus Municipal Library Board with a term to expire April 11, 2026.

Motion by__________, supported by _________, to concur with the administration and approve appoint Emery Long to the Romulus Municipal Library Board with a term to expire April 11, 2026.

Letter of Interest, Romulus Public Library Board Position

Submitted to the City of Romulus and the Board of the Romulus Public Library

July 30, 2024

I ask that you consider me for the open seat position on the Romulus Public Library Board. I love the Romulus Public Library and I want to serve the community in the best, most reasonable ways that I can. Here are some reasons why I want to help in that effort.

As a Romulus-based parent whose children used the Romulus Public Library continuously while attending Romulus Community Schools system, I have a keen sense of the Library's crucial role for young people. As children, they went to story hour regularly, and we brought home baskets of books every week. As teenagers, they did almost all of their homework and research there, and it was the only place in Romulus where they could read and relax. I want our library to continue to serve the reading, media, and technology needs to be even better.

As an Romulus Library-based library user, I am aware of the crucial role the Library could play as a welcoming public resource for community and civic gatherings, networking, the arts, career- and business- building, research, increased workshops, classes, and other opportunities to expand our knowledge and understanding. In addition, to being a place for quiet reflection, internet access, exhibits of visual art, and of course, borrowing books and other items. I want it to continue and improve upon opportunities for the city's various populations.

As a businessperson and member of various boards, I appreciate the complexity of assessing and meeting current needs, with budgetary, legal, and administrative constraints, while keeping future needs firmly and flexibly in mind, and am respectful of the work of organizational directors, fiscal managers, planners, entrepreneurs, etc., both paid and unpaid. I want to further those efforts.

As a Romulus resident and property-tax payer, I care about our city many complex needs. I want to support due diligence from conception to completion of large projects.

As a media person, I believe that residents of Romulus are hungry for clear, accurate information—including relevant background and details—provided in a timely manner, with meaningful opportunities for public participation, and want to help in the efforts to communicate with residents who value transparent processes and *bona fide* public participation.

I also want to serve on the board because to some extent I represent residents who are passionate about addressing environmental, human rights, educational, income-inequality, and other social justice issues at every opportunity; appreciate creative long-range planning and practical problem-solving; I would want Romulus to expand on its capabilities in supporting community-specific design and materials, public access, civic engagement, and related issues of the library resources.

Most importantly, I know we currently have a wonderful Library and could have a greater Library that will continue meeting the needs of the present, has reasonable flexibility to meet future needs, and serves as an inspiration to other towns who want to preserve the past and embrace the future. Here are personal and professional experiences that support my letter of interest to you.

Long-term area resident. My family life has been based in Romulus for many years, with two daughters and one son who attended the Romulus School system and used the Library until they grew up and moved away and are using the Romulus Library resources.

Home-owner in Romulus. I own my residence and have paid Romulus property taxes all of over thirty years.

Local community service. I have been a board member of Romulus Planning Commission since about 2021; served on the TIFA for seven-teen years (about 2017–current) and a former board member of the ZBA for about twelve years and is a current member and past President of the Romulus ROTARY Club (2008-2009 and 2017-2018).

On softer level, I would be useful to the board because I respect new information and differing perspectives, and by training I am alert to new trends. I understand the need for flexibility, and the need for communicating details in planning and execution—clear, complete communications can prevent the need for unnecessarily time-consuming work as a community project goes from conception to completion. I'm very interested in structure and design.

I'm committed to Romulus as a place where we do our best work together, preserving and innovating, with responsible public participation. And I am familiar with some of the challenges and approaches to intractable issues.

By the way, I am connected with a few of the people involved with the Romulus Library which includes Patty Braden-Director, Councilwomen Kathy Abdo, Debra Hoffman, and Candace Lewkowicz. These individuals are suggested that you might want to ask them about me. I didn't see a request for references but would be happy to provide them.

Please acknowledge receipt of this Letter of Intent and provide me with up-to-date information about the next steps as a candidate for the Romulus Public Library Board open seat.

Kind Regards,

Emery J. Long

Emery J. Long
P.O. Box 74094
Romulus, MI 48174
(734) 377-0209 (mobile)
Longej75@yahoo.com (email)

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **September 9, 2024**

Item No. B.

General Description: RFP 24/25-02 Goddard Park Plaza Improvements

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Resolution No. ___________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

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Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	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: RFP 24/25-02 Goddard Park Plaza Improvements

DATE: August 30, 2024

I concur with the recommendation of Jerry Frayer, DDA Director and Christina Parker, Purchasing Director, and respectfully request Council award RFP 24/25-02 to the lowest, most responsive and responsible bidder, C&S Construction for improvements to the Goddard Park Plaza site (located at 36539 Goddard) at a total cost of $158,700.00 with a 10% contingency ($15,870.00).

Gary Harris, Assistant Finance Director, has verified funds for this acquisition have been budgeted for and are available in the Downtown Development Authority, Community Development Department Fund, Expenditure Expense Account (248-728-980.000), and General Fund, Sidewalks Department, Expenditure Expense Account 101-444-980.000.

Motion by__________, supported by _________, to concur with the administration and award RFP 24/25-02 to the lowest, most responsive and responsible bidder, C&S Construction for improvements to the Goddard Park Plaza site (located at 36539 Goddard) at a total cost of $158,700.00 with a 10% contingency ($15,870.00).

MEMORANDUM

DATE: **August 29, 2024**

TO: **Mayor Robert A. McCraight**

FROM: **Christina Parker, Purchasing Director**

SUBJECT: **RFP 24/25-02 Goddard Park Plaza Improvements**

Proposals were solicited for improvements to the Goddard Park Plaza Site located at 36539 Goddard Rd. for the City of Romulus Downtown Development Authority (DDA).

In addition to being advertised in the 7/25/2024 issue of The Associated Newspaper Eagle, bid documents were made available to download from the MITN Purchasing Group page of BidNet Direct at www.mitn.info. The MITN System notified 929 companies of the bid and of them, 111 companies downloaded the bid specifications.

On 08/27/2024, four (4) proposals were received and publicly opened.

I concur with the recommendation of Downtown Development Authority Director, Jerry Frayer to award the contract to C & S Construction, the lowest, most responsive and responsible bidder. The total contract is $158,700.00. The DDA will be contributing $ 120,000.00 and the Romulus Arts Council will be contributing $30,000.00 from a grant they received. I am requesting the general fund to contribute the remaining balance of $8,700.00 plus provide a 10% contingency of the total project ($15,870.00).

Gary Harris, Assistant Finance Director has verified that funds are available in the Downtown Development Authority, Community Development Department Fund, Expenditure Expense Account (248-728-980.000), and General Fund, Sidewalks Department, Expenditure Expense Account (101-444-980.000).

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

Christina Parker

Christina Parker,
Purchasing Director

Memo

To: Christina Parker, Purchasing Director

From: Jerry Frayer, Downtown Development Authority Director

Subject: RFP 24/25-02 Goddard Park Plaza Improvement

Date: August 28th, 2024

Proposals were accepted for the improvement of Goddard park plaza on August 27th 2024. I am recommending to award the contract to the lowest most responsive and responsible bidder C & S construction. The total of the contract is $158,700.00. The DDA will be contributing $120,000.00, Romulus Arts Council will be contributing $30,000.00 from a grant received, and the general fund will be contributing the remaining balance. I am requesting the general fund to contribute $8,700.00 plus a 10% contingency on the total project ($15,870.00).

Should you concur with this recommendation, I respectfully request you forward to Romulus City Council for authorization to enter into the agreement.

I will be available at the council meeting for questions.

Jerry Frayer

City of Romulus

RFP 24/25-02 Goddard Park Plaza Improvements

Revised Bid Sheet-Addendum 3*

Gathering Area

Items	QTY	UNIT	UNIT COST	Total
Round Seating Tables	3	EA	$ 3,700	$ 11,100
Picnic Tables	3	EA	$ 4,500	$ 13,500
Fabric Sail Shades	5	EA	$ 600	$ 3,000
Support Poles & Footings	11	EA	$	$ 39,500
Decorative String Lights	500	LF	$	$ included in electrical
Waste Receptacles	2	EA	$ 1,900	$ 3,800
			Sub-Total Gathering Area	$

Game Area

Items	QTY	UNIT	UNIT COST	Total
Synthetic Turf and Base	1500	SF	$	$ 34,000
Player Benches	2	EA	$ 2,700	$ 5,400
Waste Receptacles	2	EA	$ 1,900	$ 3,800
2 Corn Hole Sets (Concrete Games)	2	EA	$ 1,900	$ 3,800
			Sub-Total Game Area	$

Vending/Food Truck Area

Items	QTY	UNIT	UNIT COST	Total
New Concrete	1500	SF	$ 23.33	$ 35,000
Waste Receptacles	2	EA	$ 1,900	$ 3,800
Electrical Stations	2	LSUM		$ included in electrical
			Sub-Total Vending/Food Truck Area	$

Miscellaneous Items

Items	QTY	UNIT	UNIT COST	Total
General Electric	1	LSUM		$ included in electrical
Steel Bollards-South property border	4	EA	$ 500	$ 2,000

Manufacturer Make and model # for Bollard priced:

Manufacturer:	
Make:	
Model:	

Did you include a copy of Manufacturer's product information sheets with you proposal?

☐ Yes

☐ No

Sub-Total Miscellaneous Items	$
Add for performance Bond $ 4,761.00 — **TOTAL PROJECT COST**	$ 158,700.00

Name:	Charles R Schimmel
Title:	President
Signature:	Charles R SChimmel 8-25-2024
Name of Company/Contractor:	C & S Construction Management
Address:	1202 6th Street
City/State/Zip:	Wyandotte, MI 48192
Phone Number:	734-320-0689
*Email Address:	csconstruction@yahoo.com

***Use this form for submitting pricing**

website: www.thecsconstruction.com

C&S CONSTRUCTION MANAGEMENT

REQUEST FOR COMPETITIVE BIDS

DO NOT FILL THIS FORM IN AND SAVE A COPY TO THIS FOLDER!!!!!

- **You can save a copy to the Completed forms from Departments Folder or to your own Department's folder.**
- **Email the *completed* form to Christina Parker**

DEPARTMENT NAME:	**DDA**	**DATE:**	**7/16/2024**

I HEREBY REQUEST THAT COMPETITIVE BIDS BE LET FOR THE FOLLOWING MATERIAL,

PURPOSE: 36539 Goddard Alley Way Park Design

IF REPLACEMENT, WILL EQUIPMENT BE (CHECK ONE IF APPLICABLE):

- ☐ Traded in
- ☐ Sold at auction
- ☐ Transferred for use elsewhere, if so where? ______
- ☐ Used for parts
- ☐ Disposed of

BUDGET YEAR FY 24/25

ACCOUNT INFORMATION	
ACCOUNT/S NUMBER	**$ AMOUNT BUDGETED**
248-728-980.000 FY24/25	$ 60,000.00
248-728-980.000 FY 23/24 Encumbered funds (24-15204)	$ 60,000.00
Romulus Arts Council Donation	$ 30,000.00
101-444-980.000	$ 33,000.00

SIGNATURE OF DEPARTMENT HEAD: [signature] **DATE:** **7-16-2024**

FINANCE DEPARTMENT APPROVAL

FUNDS AVAILABILITY	
ACCOUNT/S NUMBER	**$ FUNDS AVAILABLE**
248-728-980.000	$ 120,000.00
Arts Council Donation	$ 30,000.00
101-444-980.000 - Pending Budget Amendment	$ 33,000.00

SIGNATURE OF FINANCE DEPARTMENT: [signature] **DATE:** 7/18/24

ADMINISTRATIVE APPROVAL

I HAVE REVIEWED THE REQUEST AND AUTHORIZE TO LET FOR COMPETITIVE BIDS.

SIGNATURE OF MAYOR: [signature] **DATE:** 7.18.24

AVAILABILITY OF FUNDS FOR AWARD

THE BID SHALL BE AWARDED IN THE AMOUNT OF $ 158,700.00 + 10% contingency (15,870.00)

I AFFIRM THAT THE FUNDS ARE AVAILABLE IN THE ABOVE MENTIONED ACCOUNT/S

FINANCE DEPT. APPROVAL: [signature] **DATE:** 8/28/24

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City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **September 9, 2024**

Item No. C.

General Description: ITB 23/24-14 Semiannual Janitorial Services - City Facilities

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Resolution No. ___________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

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Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	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 23/24-14 Semiannual Janitorial Services – City Facilities

DATE: August 28, 2024

I concur with the recommendation of Don Straub, Assistant DPW Director, and Christina Parker, Purchasing Director and respectfully request Council award ITB 23/24-14 to DU-ALL CLEANING INC., in the amount of $48,664.56 for semiannual janitorial services for the Old Court, City Hall, DPW, Police Department, Library, and Senior Center for fiscal year 2024/2025.

Gary Harris, Assistant Finance Director, has verified funds for this acquisition have been budgeted and are available in the General, Police & Fire and Library Funds, Building & Grounds, Police Department, DPW, Library, and Senior Services, Building Maintenance Expense accounts respectively #101-265-935.000, 205-301-935.000, 101-444-935.000, 271-790-935.000, 101-752-935.000.

Motion by__________, supported by __________, to concur with the administration and award ITB 23/24-14 to DU-ALL CLEANING INC., in the amount of $48,664.56 for semiannual janitorial services for the Old Court, City Hall, DPW, Police Department, Library, and Senior Center.

MEMORANDUM

DATE: August 27, 2024

TO: Mayor Robert A. McCraight

FROM: Christina Parker, Purchasing Director

SUBJECT: ITB 23/24-14 SEMIANNUAL JANITORIAL SERVICES-CITY FACILITIES

Bids were solicited to contract for semiannual janitorial services for the following City of Romulus Facilities; Old Court, City Hall, DPW, Police Department, Library, and Senior Center.

In addition to being advertised in the April 4, 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 415 companies of the bid and of them, 55 company downloaded the bid specifications.

On 4/11/2024, 1 bid was received and publicly opened.

I concur with the recommendation of Assistant Director, Donald Straub to award the contract to DU-ALL CLEANING, INC, in the amount of $48,664.56 for fiscal year 2024/2025.

Gary Harris, Assistant Finance Director has verified that funds for this acquisition have been budgeted for and are available in the General, Police & Fire and Library Funds, Building & Grounds, Police Department, DPW, Library and Senior Services, Building Maintenance Expense Accounts respectively (101-265-935.000, 205-301-935.000, 101-444-935.000, 271-790-935.000, 101-753-935.000). Future years will be properly budgeted for provided funds are available.

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

Christina Parker

Christina Parker
Purchasing Director

CITY OF ROMULUS
DEPARTMENT OF PUBLIC WORKS

Interoffice Memorandum

TO:	**Christina Parker, Purchasing Director**
FROM:	**Don Straub, Assistant DPW Director**
CC:	**Mayor Robert McCraight, Roberto Scappaticci – Director of DPW** **Julie Wojtylko, Chief of Staff**
DATE:	**August 21, 2024**
SUBJECT:	**Bid Award – Bid ITB 23/24-14 Three Year Pricing, Semiannual Janitorial Services – City Facilities**

Dear Ms. Parker,

It is the recommendation of Don Straub, the Assistant DPW Director to award Bid ITB – 23/24-14 for Semiannual Janitorial Services – City Facilities to the only bidder, DU-ALL CLEANING, INC. The bid pricing is for three years with a City option for up to two additional one-year renewals.

The janitorial services will include the following City of Romulus Facilities; Old Court, City Hall, DPW, Police Department, Library, and Senior Center.

Funds were previously budgeted for these services (see attached). Due to the fiscal year change, an updated verification form has been submitted for Finance Department approval (see attached).

Sincerely,

Donald Straub

Donald Straub, Asst. DPW Director

TABULATION SHEET ITB 23/24-14 Semiannual Janitorial Services-City Facilities									
COMPANY									
Attachment I – Company's General Questionnaire & Refs	☒ YES ☐NO			☐YES ☐NO			☐YES ☐NO		
Attachment II – Exceptions to Specifications	☒ YES ☐NO			☐YES ☐NO			☐YES ☐NO		
Attachment III – Additional Reimbursable Charges	☒ YES ☐NO			☐YES ☐NO			☐YES ☐NO		
Attachment IV – Company's Statement of Qualifications	☒ YES ☐NO			☐YES ☐NO			☐YES ☐NO		
Attachment V – Company's Boilerplate Contract Documents	☒ YES ☐NO			☐YES ☐NO			☐YES ☐NO		
Attachment VI – City's Contractual Services Agreement	☒ YES ☐NO			☐YES ☐NO			☐YES ☐NO		
All material safety data sheets	☒ YES ☐NO			☐YES ☐NO			☐YES ☐NO		
BUILDING	**Cost W/O Carpet Cleaning**	**Cost With Carpet Cleaning**	**Annual Cost W/O Carpet Cleaning**	**Cost W/O Carpet Cleaning**	**Cost With Carpet Cleaning**	**Annual Cost**	**Cost W/O Carpet Cleaning**	**Cost With Carpet Cleaning**	**Annual Cost**
Old Court	$5,506.60	$5,919.59	$11,013.20						
City Hall	$4,956.33	$5,327.73	$9,912.66						
DPW	$2,999.33	$3,299.33	$5,998.66						
Police Dept	$3,620.00	$3,891.33	$7,240.00						
Library	$2,232.33	$2,430.33	$4,464.66						
Senior Center	$3,192.60	$3,463.97	$6,385.20						
TOTAL $			$45,014.38						
Exceptions?	☐YES ☒ NO			☐YES ☐NO			☐YES ☐NO		
Exceptions Taken	See included cover letter and document								
Can meet Insurance	☒ YES ☐NO			☐YES ☐NO			☐YES ☐NO		
CERTIFIED?	☒ YES ☐NO			☐YES ☐NO			☐YES ☐NO		

PUBLICLY OPENED AT, 2:00 pm, Thursday, 4/11/2024 IN THE ROMULUS CITY COUNCIL CHAMBERS.

THOSE IN ATTENDANCE:

#	NAME	COMPANY	TITLE
1	Gary Harris	CITY OF ROMULUS	PURCHASING DIRECTOR
2			
3			
4			

REQUEST FOR COMPETITIVE BIDS

DO NOT FILL THIS FORM IN AND SAVE A COPY TO THIS FOLDER!!!!!

- You can save a copy to the Completed forms from Departments Folder or to your own Department's folder.
- Email the *completed* form to Gary Harris.

DEPARTMENT NAME:	DPW, Police, Library, Senior Center	DATE:	2/26/2024

I HEREBY REQUEST THAT COMPETITIVE BIDS BE LET FOR THE FOLLOWING MATERIAL/SERVICE/PURPOSE:
Janitorial Services- City Facilities - 3 year biannual deep cleaning services. Old Court (11131 Wayne Rd), City Hall (11111 Wayne Rd) DPW (12600 Wayne Rd), Police Department (11165 Olive St), Library (11121 Wayne Rd), Senior Center (36525 Bibbins)

BUDGET YEAR	2024/2025

ACCOUNT INFORMATION

ACCOUNT/S NUMBER	DEPARTMENT APPROVAL SIGNATURE	DATE	$ AMOUNT BUDGETED	Finance Approv.
101-265-935.000	City Hall		15,000	
205-301-935.000	police		7,500	
101-441-935.000	DPW Donald Stinnell	2/26/2024	7,500	
271-790-935.000	Library		7,500	
101-752-935.000	Senior Center		7,500	

FINANCE DEPARTMENT APPROVAL

FUNDS AVAILABILITY

ACCOUNT/S NUMBER	$ AMOUNT BUDGETED

Comment:

SIGNATURE OF FINANCE DEPARTMENT: Victoria Inman DATE: 3-7-24

ADMINISTRATIVE APPROVAL

I HAVE REVIEWED THE REQUEST AND AUTHORIZE TO LET FOR COMPETITIVE BIDS.

SIGNATURE OF MAYOR: DATE: 3-20-24

AVAILABILITY OF FUNDS FOR AWARD

THE BID SHALL BE AWARDED IN THE AMOUNT OF $ See attached funds verification form for breakdown of $48,664.56 total not to exceed budgeted funds

I AFFIRM THAT THE FUNDS ARE AVAILABLE IN THE ABOVE MENTIONED ACCOUNT/S

FINANCE DEPT. APPROVAL: Gary Harris DATE: 8/27/2024

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FUNDS VERIFICATION FORM

CITY OF ROMULUS

DEPARTMENT: City Hall, Old Court, Police Dept., DPW, Library, Senior Center
FUND NAME:
ACCOUNT NUMBER/S: City Hall:101-265-935.000 - $10,655.46 Old Court:101-265-935.000 - $11,839.18 Police Dept: 205-301-935.000 - $7,782.66 DPW:101-441-935.000 - $6,598.66 Library:271-790-935.000 - $4,860.66 Senior Ctr:101-753-935.000 -$6,927.94
PURPOSE FOR REQUEST: Semiannual Janitorial Services – City Facilities
AMOUNT OF EXPENDITURE: $48,664.56
SIGNATURE OF DEPARTMENT HEAD: Donald Straub
FUNDS CURRENTLY AVAILABLE: $48,664.56 as requested, annual costs not to exceed budgeted funds. Additional years to be properly budgeted for provided funds are available.
FINANCE DEPARTMENT APPROVAL: Gary Harris
DATE: August 21, 2024

C:\Users\dstraub\Documents\FUNDS VERIFICATION FORM - Janitorial.doc

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **September 9, 2024**

Item No. D.
General Description: Piggyback on City of Livonia RFB - Sewer Lining Program SAK Construction LLC

Resolution No. ___________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

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Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	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 City of Livonia RFB-04102024DPW-Sewer Lining Program SAK Construction LLC

DATE: August 27, 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 City of Livonia RFB-04102024DPW and enter into a contract with SAK Construction LLC for sanitary sewer rehab for a period of three (3) years with an option to extend the agreement for an additional two (2) years.

Gary Harris, Assistant Finance Director, has verified that funds for the purchase are currently available in the Water/Sewer Fund, Construction in Progress & Contractual Service expense accounts #592-590-989.000 & #592-590-818.000.

Motion by__________, supported by __________, to concur with the administration and consent to piggyback on the City of Livonia RFB-04102024DPW and enter into a contract with SAK Construction LLC for sanitary sewer rehab for a period of three (3) years with an option to extend the agreement for an additional two (2) years.

MEMORANDUM

DATE: **August 27, 2024**
TO: **Mayor Robert A. McCraight**
FROM: **Christina Parker, Purchasing Director**
SUBJECT: **Piggyback City of Livonia RFB-04102024DPW-Sewer Lining Program SAK Construction LLC**

Roberto Scappaticci, Public Works Director, has requested to piggyback on City of Livonia contract RFB-04102024DPW with SAK Construction LLC for Sewer Lining Program for sanitary sewer rehab.

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 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."

SAK Construction, after having went through the process of procuring services by publishing a competitive bid was awarded the contract as the lowest most responsive and responsible bidder and has agreed to hold the same unit prices from the City of Livonia and allow the City of Romulus to piggyback on their contract.

It is the recommendation of myself and Roberto Scappaticci, Public Works Director to proceed with entering into this contract. If you concur, please request Council's permission to piggyback on City of Livonia contract RFB-04102024DPW and enter into a contract with SAK Construction LLC for sanitary sewer rehab for a period of three (3) years with allowed option to extend the agreement for an additional two (2) years.

Gary Harris, Assistant Financial Services Director, has verified that funds for this purpose will be available in the Water/Sewer Fund, Construction in Progress & Contractual Service expense accounts (592-590-989.000 & 592-590-818.000).

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

Christina Parker

Christina Parker
Purchasing Director

CITY OF ROMULUS
DEPARTMENT OF PUBLIC WORKS

Interoffice Memorandum

TO: Christina Parker, Director of Purchasing

FROM: Roberto J. Scappaticci, DPW Director

CC: Mayor Robert A. McCraight
Donald Straub, Assistant DPW Director

DATE: August 23, 2024

SUBJECT: Piggyback of SAK Contract for Sanitary Sewer Lining Program

Christina,

The DPW wishes to gain approval to piggyback on a contract between the City of Livonia and SAK for sanitary sewer rehab. We have reviewed the maintenance services contract and are in agreement with costs.

SAK has agreed to extend their unit pricing to the City of Romulus for the same types of work of the competitively bid and recently awarded Agreement with the City of Livonia. This will be an As Needed Agreement providing the ability for the City of Romulus to address rehabilitation needs for a period of three (3) years and will allow for an option to extend the agreement for two (2) additional years. The offer includes maintaining the outlined unit prices listed for the full duration of the agreement. This price lock offers stability and protection against fluctuating prices.

Based on this, it is our recommendation to piggyback on the unit prices provided. Once approval has been received from the purchasing department, the City of Romulus front end documents can be prepared with the City Attorney. If there are any questions, please feel free to contact the Department of Public Works.

Funds for these services are budgeted in the following accounts: 592-590-989.000 & 592-590-818.000.

____
Roberto J. Scappaticci, Director of Public Works

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636.385.1100 fax

864 Hoff Road
O'Fallon, MO 63366

www.sakcon.com

August 16, 2024

City of Romulus
12600 Wayne Road
Romulus, MI 48174

Attn: Mr. Roberto Scappaticci, Director Department of Public Works (rscappaticci@romulusgov.com)

Re: Offer to Honor Agreement

We would like to take this opportunity to thank you and the Romulus staff. It has been a pleasure to work with such a professional, highly organized and friendly group in my past years at another group. As a result of this positive experience, we propose to honor the terms and conditions of the competitively bid and recently awarded Agreement with the City of Livonia, MI for their Sewer Lining Program. This As Needed Agreement would provide the City of Romulus the ability to address their rehabilitation needs for a period of three (3) years with the option of extending the Agreement two (2) additional years. Our offer includes maintaining the outlined unit prices listed (which are attached) for the full duration of the Agreement. We commit to a high level of professionalism and quality products / services similar or better than delivered to the City of Romulus in the past.

We hope this offer is acceptable to you and the City of Romulus and look forward to continuing to work together.

If you have any questions or concerns, please feel free to contact me directly.

Sincerely,

Dale Newby

Dale Newby
Area Manager

CC: Anthony Aderhold, SAK – Director of Business Development

Award Type	Award

Solicitation Information

Solicitation Title	2024 SEWER LINING PROGRAM
Reference Number	0000349007
Solicitation Closing Date	04/30/2024 02:00 PM EDT

Awardee

Supplier Awarded	SAK Construction, LLC
Address	864 Hoff Road O'Fallon, Missouri, 63366 United States
Awarded Value	Undisclosed
Award Date	06/17/2024 12:00 AM EDT
Contract Number	CR#224-24

Description

Sewer System Maintenance Services

ITEM	DESCRIPTION	UNIT	UNIT PRICE
Section 1	**SANITARY SEWER CLEANING**		
1	Sanitary sewer cleaning, light, 8-inch to 72-inch diameter	linear foot	$ 2.00
2	Sanitary sewer cleaning, heavy, 8-inch to 72-inch diameter	linear foot	$ 5.00
3	Sanitary Sewer reaming, 8-inch to 72-inch diameter	linear foot	$ 5.00
4	Removal of protruding lateral	each	$ 100.00
Section 2	**SANITARY SEWER VIDEO INSPECTION**		
5	Sanitary sewer video inspection, 8-inch to 72-inch diameter	linear foot	$ 8.00
Section 3	**SANITARY SEWER SPOT LINER REPAIR**		
6	Structural spot liner, 8-inch diameter - 3 feet to 10 feet length	each	$ 3,000.00
7	Structural spot liner, 8-inch diameter - 10 feet to 20 feet length	each	$ 4,000.00
9	Structural spot liner, 10-inch diameter - 3 feet to 10 feet length	each	$ 3,500.00
10	Structural spot liner, 10-inch diameter - 10 feet to 20 feet length	each	$ 4,500.00
12	Structural spot liner, 12-inch diameter - 3 feet to 10 feet length	each	$ 4,000.00
13	Structural spot liner, 12-inch diameter - 10 feet to 20 feet length	each	$ 5,000.00
15	Structural spot liner, 15-inch diameter - 3 feet to 10 feet length	each	$ 4,500.00
16	Structural spot liner, 15-inch diameter - 10 feet to 20 feet length	each	$ 5,500.00
18	Structural spot liner, 18-inch diameter - 3 feet to 10 feet length	each	$ 5,200.00
19	Structural spot liner, 18-inch diameter - 10 feet to 20 feet length	each	$ 6,000.00
21	Structural spot liner, 21-inch diameter - 3 feet to 10 feet length	each	$ 6,000.00
22	Structural spot liner, 21-inch diameter - 10 feet to 20 feet length	each	$ 7,000.00
24	Structural spot liner, 24-inch diameter - 3 feet to 10 feet length	each	$ 6,500.00

25	Structural spot liner, 24-inch diameter - 10 feet to 20 feet length	each	$ 7,500.00
Section 4	**SANITARY SEWER LATERAL CLEANING AND REPAIR**		
27	Lateral sewer video inspection	each	$ 1,000.00
28	CIPP lateral liner, 6-inch diameter, up to 60 feet length	each	$ 3,500.00
29	Installation of cleanout	each	$ 1,500.00
Section 5	**SANITARY SEWER JOINT TESTING AND SEALING**		
29	Sanitary sewer pipe joint testing and sealing, 8-inch to 24-inch diameter	joint	$ 500.00
Section 6	**CIPP SEWER PIPE LINING**		
30	CIPP Sewer Lining, 8-inch diameter	linear foot	$ 35.00
31	CIPP Sewer Lining, 10-inch diameter	linear foot	$ 40.00
32	CIPP Sewer Lining, 12-inch diameter	linear foot	$ 48.00
33	CIPP Sewer Lining, 15-inch diameter	linear foot	$ 60.00
34	CIPP Sewer Lining, 18-inch diameter	linear foot	$ 75.00
35	CIPP Sewer Lining, 21-inch diameter	linear foot	$ 95.00
36	CIPP Sewer Lining, 24-inch diameter	linear foot	$ 120.00
37	CIPP Sewer Lining, 30-inch diameter	linear foot	$ 200.00
38	Reinstate lateral service connections	each	$ 250.00
Section 7	**MANHOLE REHABILITATION**		
38	Calcium aluminate lining	vertical foot	$ 225.00
39	Epoxy	vertical foot	$ 300.00
40	CIP lining	vertical foot	$ 350.00
41	Seal spot leak in structure	each	$ 300.00
42	Seal adjustment rings	each	$ 1,500.00
43	Replace corbel	each	$ 1,000.00

JESSICA KATERS, PE | **OHM** Advisors®
PRINCIPAL

D (734) 466-4594 | **M** (248) 760-2302 | **O** (734) 522-6711
jessica.katers@ohm-advisors.com | **OHM**-Advisors.com

FUNDS VERIFICATION FORM

CITY OF ROMULUS

DEPARTMENT: DPW
FUND NAME: Sewer 590
ACCOUNT NUMBER/S: 592-590-818.000 592-590-989.000
PURPOSE FOR REQUEST: As needed sewer repair via trenchless methods with SAK Construction.
AMOUNT OF EXPENDITURE: 592-590-818.000 $40,000.00 592-590-989.000 $100,000.00
SIGNATURE OF DEPARTMENT HEAD:
FUNDS CURRENTLY AVAILABLE: 592-590-818.000 $40,000.00 592-590-989.000 $100,000.00
FINANCE DEPARTMENT APPROVAL:
DATE: 8/26/2024

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City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **September 9, 2024**

Item No. E.

General Description: Piggyback on OMNIA Contract - Toshiba America Business Solutions for the Purchase of Six (6) Multifunction Copiers

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Resolution No. ___________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

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Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	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 OMNIA Contract R191103 Toshiba America Business Solutions for the Purchase of Six (6) Multifunction Copiers

DATE: September 4, 2024

I concur with the recommendation of Jennifer Madison, Assistant Director of Technology Services, and Christina Parker, Purchasing Director, and respectfully request Council's authorization to piggyback on the OMNIA Contract R191103 for the purchase of six (6) multifunction copiers from Toshiba America Business Solutions, which will include five-year support services and supplies for each device, at a total cost of $55,000.00.

Maria Farris, Finance Director, has verified that funds for the purchase are currently available in the listed expense accounts on the attached schedule.

Motion by__________, supported by _________, to concur with the administration and consent to piggyback on the OMNIA Contract R191103 for the purchase of six (6) multifunction copiers from Toshiba America Business Solutions, which will include five-year support services and supplies for each device, at a total cost of $55,000.00.

MEMORANDUM

DATE: September 4, 2024
TO: Mayor Robert A. McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Piggyback on OMNIA Contract R191103 Toshiba America Business Solutions for the purchase of six (6) Multifunction Copiers

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Technology Services Assistant Director, Jennifer Madison, has requested to purchase six (6) multifunction copiers to replace current devices that have reached the end of their life by Piggybacking on Omnia Contract R191103 awarded to Toshiba America Business Solutions. These six (6) multifunction copiers will replace copiers currently in use at the Police Department (1), Finance/Assessing/Waterbilling (1), Mayor's Office (1), Clerk Department (1), Senior Center (1), and Romulus Athletic Center/Recreation (1).

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 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."

It is the recommendation of myself and Technology Services Assistant Director Jennifer Madison to proceed with the purchase. If you concur, please request Council's permission to Piggyback on Omnia Contract R191103 for the purchase of six (6) multifunction copiers, this will include five-year support services and supplies for each device, for a total cost of $55,000.00.

Maria Farris, Financial Services Director, has verified the funds for this purchase are currently available in the expense accounts listed on the attached schedule.

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

Christina Parker

Christina Parker
Purchasing Director

TOSHIBA BUSINESS SOLUTIONS

SALES ORDER

SO-2.0.0

SALES PACKET NUMBER	ORDER DATE
	08/20/2024

Sales Representative: Jackie St.Germain

CUSTOMER INFORMATION

Customer Name: City of Romulus		Tax ID#: 38-6006334
Billing Address: 11111 WAYNE RD	Phone #: 7349427579 Ext:	Fax#:
Address 2:	Contact: Robert A McCraight	Customer PO#:
City: ROMULUS State: MI Zip: 48174	eMail: jmadison@romulusgov.com	

EQUIPMENT AND SUPPLIES

QTY.	EQUIPMENT & ACCESSORIES	PRODUCT NUMBER	SHIP TO ADDRESS	UNIT PRICE	AMOUNT
2	Toshiba e-STUDIO6527ACTG	ESTUDIO6527ACTG	11111 WAYNE RD ROMULUS, MI 48174		
1	Toshiba e-STUDIO6527ACTG	ESTUDIO6527ACTG	11165 OLIVE ST ROMULUS, MI 48174		
1	Toshiba e-STUDIO6527ACTG	ESTUDIO6527ACTG	35765 NORTHLINE RD ROMULUS ATHLETIC CENTER ROMULUS, MI 48174		
1	Toshiba e-STUDIO5525ACG	ESTUDIO5525ACG	11111 WAYNE RD ROMULUS, MI 48174		
1	Toshiba e-STUDIO5525ACG	ESTUDIO5525ACG	36525 BIBBINS ST ROMULUS, MI 48174		

SPECIAL INSTRUCTIONS		
	Sub Total	$55,000.00
	Other	
	EOL/Security	
	Professional Fees	
	Connectivity Fees	
	Move Fees	
	Taxable Total	$55,000.00
	Sales Tax %	exempt
	Tax Paid	
	Advance Paid	
	Total	$55,000.00

CUSTOMER ACCEPTANCE

You hereby acknowledge and agree that your electronic signature above shall constitute an enforceable and original signature for all purposes.

By signing this agreement, the customer acknowledges that he/she has read and understood the terms and conditions of this agreement.

1. Limited Warranty. The seller warrants that the goods to be delivered will be of the kind and quality described in this Agreement and will be free of defects in workmanship or material. Should any failure to conform to this warranty appear within ninety (90) days after the initial date of installation in the case of new goods, or thirty (30) days after the initial date of installation in the case of used or reconditioned goods, the seller at it's option, shall correct such defects by suitable repair or replacement at its own expense, upon notification thereof and substantiation that the goods have been stored, installed, maintained, and operated in accordance with the Seller's recommendations or standard industry practice. The foregoing warranty does not apply to consumable parts such as, but not limited to, drums, cleaning brushes, filters, developer, toner, heat and oilier tubes, pressure pads, lamps, lenses and fuses.

This warranty is exclusive and is in lieu of any warranty of merchantability, fitness for a particular purpose or other warranty of quality, whether express or implied, except of title and against patent infringement. Correction of non-conformities, in the manner and for the period of time provided above, shall constitute fulfillment of all liabilities of the Seller to the Customer with respect to, or arising out of the goods whether based on contract, negligence, strict tort liability of otherwise.

Print Name: Robert A McCraight	Signature: X	Title: Mayor	Date:

TBS ACCEPTANCE

Print Name:	Signature: X	Title:	Date:

GENERAL TERMS AND CONDITIONS OF SALE

1. ACCEPTANCE. ALL PURCHASE ORDERS FOR ANY MATERIALS, PRODUCTS AND/OR ANY OTHER ITEMS (HEREIN THE GOODS) AND ACCEPTANCES OF GOODS BY ANY CUSTOMER (HEREIN BUYER) ARE EXPRESSLY SUBJECT TO AND GOVERNED BY THE TERMS AND CONDITIONS PRINTED HEREIN, AND NO TERMS ADDITIONAL TO OR DIFFERENT FROM THOSE STATED HEREIN ARE BINDING ON TOSHIBA BUSINESS SOLUTIONS (HEREIN THE SELLER) UNLESS AGREED TO IN WRITING BY THE SELLER. BUYER CONSENTS TO THESE TERMS AND CONDITIONS.

2. Title and Risk of Loss. Title and risk of loss or damage to the Goods shall pass to the Buyer upon tender of delivery F.O.B. Seller's warehousing facility. Seller will have and retain a first and superior security interest in the Goods until full payment has been made. Goods purchased under extended term or contract will have a UCC financing statement filed with the State of California. Buyer will be charged and shall pay the then applicable UCC filing fee. Buyer agrees upon request to do all things and acts necessary to perfect and maintain said security interest and shall protect the Seller's interest by adequately insuring the Goods against loss or damage from any cause. Buyer appoints Seller as Buyer's attorney-in-fact to execute any and all documents on Buyer's behalf and in Buyer's name to perfect and maintain Seller's security interest in the Goods.

3. Price, Taxes and Interest Charges. Prices quoted are F.O.B., Seller's warehousing facility, and the amount of any local, state or federal taxes on the Goods shall be added to the price and paid by Buyer. Buyer represents that Buyer is solvent and can and will pay for the Goods in accordance with the terms hereof. All shipments shall be subject to the approval of Seller's credit department. Seller reserves the right to require payment in cash or obtain security for payment prior to making any delivery and if Buyer fails to comply with such requirement, Seller may terminate any contract with Buyer affected thereby. An interest charge of the lesser of one percent monthly (12% annual rate) or the maximum allowed by state law, will be paid by Buyer on all past due amounts.

4. Terms/Cash Sales. Seller's payment terms are Cash unless other terms are agreed upon by Seller and Buyer. Seller's Authorized signers are the only personnel of Seller authorized to approve special terms or conditions.

5. Extended Terms/Contracts. Extended terms/contract sales are as agreed upon by Seller and Buyer. Extended payment terms and contracts on individual sales vary and are determined by Buyer and Seller. It is the Buyer's responsibility to fully review prior to accepting specific terms and conditions on individual extended payment terms and contract sales. Seller's Authorized signers are the only personnel authorized to approve any special terms or conditions on extended payment terms or contract sales.

6. Delivery. Any delivery schedules which may be specified for shipment of the Goods are only estimates and the Seller shall not incur any liability, either directly or indirectly, nor shall any order be canceled because or as a result of delays in meeting such dates or schedules. In no event shall Seller be liable for any claims for labor or for any consequential damages or any other damages resulting from failure or delay in delivery. No delivery dates are guaranteed.

7. Force Majeure. Seller shall not be liable for any act, omission, result or consequence, of any delay in delivery or failure of performance which is (i) due to any act of God; any government order; any order bearing priority rating or placed under any allocation program (mandatory or voluntary) established pursuant to law; local labor shortage; fire; flood; casualty; governmental regulation or requirement; terrorism or terrorist threat; shortage or failure of raw material, supply, fuel; power or transportation; breakdown of equipment; or any cause beyond Seller's reasonable control whether of similar or dissimilar nature to those above enumerated, or (ii) due to any strike, labor dispute, or difference with workers, regardless of whether or not Seller is capable of settling any such labor problem.

8. Laws, Ordinance and Regulations. Seller shall utilize reasonable efforts to cause the Goods to comply with its interpretation of federal safety, health and environmental regulations and insurance codes of a national scope. However, Seller shall not be responsible for compliance with local interpretations of such federal regulations or insurance codes nor with any local laws, ordinances, codes and/or regulations which may at any time be in effect at any location where the Goods are to be utilized, unless such responsibility shall be expressly assumed by the Seller in writing.

9. Changes in Design. Seller reserves the right to discontinue the supply or sale of any model, style or type of the Goods, or of any parts or accessories thereto, and the right to change or alter the design or composition of the Goods, parts or accessories without notice to Buyer, and the Seller shall incur no liability thereby nor any obligation to furnish or install any replacement Goods, parts or accessories which were purchased or sold prior to the making of any alterations or changes in design.

10. Off Quality and Goods Made to Buyer's Specifications. Seller makes no warranty whatsoever, express or implied except as to title, with respect to Goods manufactured, compounded and/or designed to Buyer's own specifications, or if Buyer has requested off-quality Goods or seconds.

11. Warranty. Except as described in paragraph 10 above, Seller warrants that the Goods (a) are in accordance with the provisions of any product-specific written warranty published and delivered to Buyer from Seller, or (b) in the absence of a product-specific warranty, are in accordance with the Seller's published specifications at the time of order and that Seller will repair or replace, at Seller's option, such Goods as fail to conform to its published specifications, provided notice of claim under this warranty is given within a period of thirty (30) days following shipment. In all cases, Buyer shall be responsible for the cost of field labor and/or charges incurred by Buyer's return of any Goods to the Seller for repair or replacement. No return of Goods shall be made without prior written consent of the Seller.

12. Returns. Returns for any reason (other than return provisions described in paragraph 11 above - Warranty) will be subject to an appropriate restocking fee determined by Seller, not to exceed a maximum of 20% of the purchase price of the returned Goods. No returns of Goods shall be made without prior written consent of the Seller.

13. EXCLUSION OF OTHER WARRANTIES. EXCEPT FOR THE EXPRESS WARRANTY SET FORTH IN PARAGRAPH 11 ABOVE, BUYER ACKNOWLEDGES AND AGREES THAT SELLER IS NOT MAKING AND SPECIFICALLY DISCLAIMS ANY OTHER WARRANTIES OR REPRESENTATIONS OF ANY KIND OR CHARACTER, EXPRESS OR IMPLIED, WITH RESPECT TO THE GOODS, INCLUDING, BUT NOT LIMITED TO, THE VALUE, CONDITION, MERCHANTABILITY, MARKETABILITY, SUITABILITY OR FITNESS FOR A PARTICULAR USE OR PURPOSE WHICH APPLY TO THE GOODS, THE MANNER OR QUALITY OF THE CONSTRUCTION OR MATERIALS INCORPORATED INTO ANY OF THE GOODS AND THE MANNER, QUALITY, STATE OF REPAIR OR LACK OF REPAIR OF THE GOODS, BUYER AGREES THAT BUYER HAS NOT RELIED UPON AND WILL NOT RELY UPON, EITHER DIRECTLY OR INDIRECTLY, ANY STATEMENT, REPRESENTATION OR WARRANTY OF SELLER OR ANY AGENT OF SELLER EXCEPT AS EXPRESSLY SET FORTH HEREIN. NO WARRANTIES OR REPRESENTATIONS AT ANY TIME MADE BY ANY REPRESENTATIVE OF THE SELLER SHALL BE EFFECTIVE TO VARY OR EXPAND THE ABOVE EXPRESS WARRANTY OR ANY OTHER TERMS AND CONDITIONS HEREOF.

14. Technical Advice. Seller shall not be responsible for the results of any technical advice provided by Seller in connection with the design or installation or use of the Goods for any particular purpose. Buyer assumes sole responsibility for the proofing of and acceptability of Goods and services of Seller prior to purchase by Buyer. Contracted integration of Seller's products are limited to scope of work for connectivity of supplier provided hardware and installation/configuration of supplier provided Solution Software on Buyer's network. Seller assumes no liabilities for configuration of Desktop Operating Systems and/or Server Network Operating Systems. Further, Seller does not warrant or ensure interoperability of supplier provided hardware and/or Solutions Software with future releases of newer versions of Operating Systems, Network Operating Systems or Application Software products. Upon installation/configuration, Buyer shall sign acceptance and work completion form provided by Seller. Any reconfiguration and installation by Seller that occurs on Buyer's network of hardware/software due to Buyer network changes shall be billed by Seller to Buyer at the then prevailing integration service rate.

15. LIABILITY LIMITATION. SELLER'S LIABILITY HEREUNDER SHALL BE LIMITED TO THE OBLIGATION TO REPAIR OF REPLACE THE GOODS PURSUANT TO PARAGRAPH 14 ABOVE. SELLER'S TOTAL CUMULATIVE LIABILITY IN ANY WAY ARISING FROM OR PERTAINING TO ANY GOODS SOLD OR REQUIRED TO BE SOLD UNDER ANY CONTRACT SHALL NOT IN ANY CASE EXCEED THE PURCHASE PRICE PAID BY THE BUYER FOR SUCH GOODS. IN NO EVENT SHALL SELLER HAVE ANY LIABILITY FOR COMMERCIAL LOSS, CLAIMS FOR LABOR OR ANY CONSEQUENTIAL DAMAGES OF ANY OTHER TYPE, REGARDLESS IF WHETHER BUYER'S CLAIM BE BASED IN CONTRACT, TORT, WARRANTY, STRICT LIABILITY OR OTHERWISE. IT IS EXPRESSLY AGREED THAT BUYER'S REMEDIES EXPRESSED IN THIS PARAGRAPH ARE BUYER'S EXCLUSIVE REMEDIES.

16. Cancellation or Changes of Order. No order may be withdrawn or cancelled by the Buyer, nor may delivery or shipment of Goods be deferred when ready, unless Seller shall first be paid a cancellation or deferral charge of a reasonable amount acceptable to the Seller. In the event, that Buyer shall request changes in its order after receipt thereof by Seller, Buyer shall be responsible for and pay all charges reasonably assessed by Seller with respect to such changes.

17. Set-Offs. Neither Buyer nor any affiliated company or assignee shall have the right to claim compensation or to setoff against any amounts which become payable to the Seller under any contract or otherwise.

18. No Protection from Claim of Infringement. Seller makes no representation of warranty that the delivery or subsequent use of the Goods shall be free of the claim of any third party by way of infringement.

19. APPLICABLE LAW. THE TERMS AND CONDITIONS APPLICABLE TO ANY SALE OF GOODS OR SERVICES BY THE SELLER SHALL BE DETERMINED AND CONSTRUED IN ACCORDANCE WITH, AND SHALL BE GOVERNED BY THE LAWS OF THE STATE OF CALIFORNIA. THE BUYER AND SELLER AGREE TO SUBMIT TO THE JURISDICTION OF THE STATE OR FEDERAL COURT OF ORANGE COUNTY WITHIN CALIFORNIA IN CONNECTION WITH ANY DISPUTE OR CONTROVERSY BETWEEN SELLER AND BUYER.

20. Service Delivery. Seller's service delivery terms are as agreed upon by Seller and Buyer and contracted. Hardware Repair/Service Support/Integration Services contract's terms and conditions vary on individual sales and are determined by Buyer and Seller. It is the Buyer's responsibility to fully review and signoff on specific terms and conditions on individual Hardware Repair/Service Support/Integration Services contract's purchases. Seller's Authorized signers are the only personnel authorized to approve any special terms or conditions on extended terms or contract sales.

21. Buyer Declination of Service Contract. If Buyer declines service coverage, Seller will file appropriate forms noting declination of service. If service is provided by Seller on Goods not covered by a service contract with Seller, Buyer shall pay the then prevailing rates for labor and parts supplied for repair, which will be billed (time and materials) Net Payable.

22. Freight. Buyer assumes responsibility for freight charges on orders placed with Seller.

23. Severability. In the event that any one or more of the provisions contained herein shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not effect any other provisions of this agreement, but this agreement shall be construed as if such invalid, illegal or unenforceable provisions had never been contained herein, unless the deletion of such provision or provisions would result in such a material change so as to cause completion of the transactions contemplated herein to be unreasonable.

24. Amendment and Waiver. No amendment of these terms or conditions and no waiver by Seller will be effective unless it is in writing and signed by Seller. No waiver by Seller will operate as a waiver on a future occasion.

25. Parties Bound. All rights of Seller will inure to the benefit of Seller's successors and assigns. All rights and obligations of Buyer will inure to the benefit and be binding upon Buyer and Buyer's successors.

26. Further Assurances. The parties agree to promptly execute and deliver all further instruments and documents and take all further action necessary to effect these terms and conditions.

27. Opt In. You hereby consent to receive electronic marketing communication on Toshiba products and services.

TOSHIBA BUSINESS SOLUTIONS

AIMS MAINTENANCE CONTRACT

MA-5.0.0

SALES PACKET NUMBER	EFFECTIVE DATE

Sales Representative: Jackie St.Germain

Customer agrees to purchase and Toshiba Business Solutions agrees to provide parts, labor, ink, toner, and toner collection containers (the "Maintenance Services") for the equipment listed below in accordance with the terms and conditions of this contract. The Maintenance Services exclude paper, staples and all other parts and services listed under the Exclusion section on page two of the contract. A Connectivity & Security Options Agreement must be attached and executed for Network Integration Support.

CUSTOMER INFORMATION

Customer Name: City of Romulus			
Address: 11111 Wayne Rd.	Phone #: 734 942-7540 Ext.		Fax #:
Address 2:	Contact: Ellen L. Craig-Bragg		Customer PO #:
City: Romulus State: MI Zip: 48174	email: ebragg@romulusgov.com		

INVOICE / METER COLLECTION INFORMATION

Meter Collection: FM Audit	Electronic Invoicing: No	Invoice Location: Customer Address	Term: 36 Months

SEE ATTACHED MAINTENANCE CONTRACT SCHEDULE FOR DEVICE DETAILS

TRANSACTION TERMS (Consolidated Minimums Per Pool)

Pool Description	Type	Includes	Units	Minimum Payment	Payment Frequency	Excess Per Unit Charge	Excess Billing Frequency
PRT - Net B&W	Black	13,712	Prints	$337.32	Monthly	0.0246	Quarterly
PRT - Net Color	Color	555	Prints	$53.17	Monthly	0.0958	Quarterly
PRT - Non-Net B&W	Black	1	Printers	$18.00	Monthly	$18.00	
#N/A							
			Total Minimum Payment	$408.48			

DECLINATION

☐ Customer is declining maintenance on the equipment listed on the attached agreement.

Printed Name:		Signature:
Title:	Date:	

ACCEPTANCE

THE TERMS AND CONDITIONS HEREOF ARE PART OF THIS SERVICE AGREEMENT. BY SIGNING THIS CONTRACT, THE CUSTOMER ACKNOWLEDGES THAT THEY HAVE READ AND UNDERSTAND THESE TERMS.

Customer agrees to pay the Minimum Payment per transaction terms, plus any Excess Per Unit Charges for the term of this Contract. When this Contract is signed by Customer and TBS, it shall constitute a binding contract and is non-cancelable. This Contract will begin on the date signed by TBS below. You hereby acknowledge and agree that your electronic signature below shall constitute an enforceable and original signature for all purposes.

Privacy Notice: By your signature below, you hereby consent to allow TABS to remotely retrieve usage information for billing purposes. The information retrieved may be shared with third parties for processing purposes and shall be limited to the number of copies and scans made by model and serial number, and the location of the device.

Customer: City of Romulus		**Toshiba Business Solutions**	
Printed Name:		Printed Name:	
Signature:		Signature:	
Title:	Date:	Title:	Date:

TERMS AND CONDITIONS (CONTINUED)

1. ACCEPTANCE. This Contract shall not be effective unless signed by the authorized TBS representative (Effective Date) within 30 days from the Customer's signing of this Contract.

2. TERM. This Contract will remain in force for 36 months from the Effective Date (Renewal Date) and will then be automatically renewed for annual period(s) unless either party provides notice of termination not less than thirty (30) days prior the Renewal Date. For each piece of equipment under this Contract there will be a Start Date & Start Meter. Service for each piece of equipment will be provided from the Start Date & Start Meter until this Contract is terminated or the equipment is withdrawn from the service. Customer may withdraw individual equipment by providing thirty (30) day written notice prior to the Renewal Date. Customer is responsible for all remaining Minimum Payments if Customer is in default or if equipment is withdrawn prior to Renewal Date.

3. **SERVICE AVAILABILITY.** TBS will provide service during TBS's normal service hours while the equipment is located within TBS's designated service area. Service outside TBS's designated area, if available and accepted by TBS is subject to a Trip Charge, which shall be based on reasonable travel expense for TBS's personnel. It is the responsibility of the Customer to notify TBS prior to relocating equipment. The service to keep the equipment in or restore the equipment to good working order includes Emergency Service Calls and Periodic Maintenance (PM's). PM's may be performed during the course of an Emergency Service Call and are based upon the specific needs of the individual equipment as determined by TBS. Maintenance will include lubrication, adjustments and replacement of maintenance parts deemed necessary by TBS. Maintenance parts will normally be either new or equivalent to new in performance when installed in the equipment. Maintenance parts will be furnished on an exchange basis and the replaced parts become the property of TBS. Service provided under this Contract does not assure the uninterrupted operation of the equipment. If the Customer requests service to be performed at a time outside TBS's normal service hours, there will be no additional charge for maintenance parts, however, the service, if available, will be furnished at TBS's applicable hourly rates and terms then in effect. Nothing herein shall be construed to require TBS to provide service outside its normal service hours and TBS hereby reserves the right to accept or reject such requests. In the event there is a substantial increase in the cost of fuel, Customer agrees to pay a fuel surcharge. "Substantial" shall be defined as a 10% or more change over a six month period in the average national fuel cost as reported by the United States Energy Information Administration. The benchmark will be the national average fuel cost as reported by the United States Energy Information Administration on the Effective Date of this Agreement.

4. **NETWORK INTEGRATION SUPPORT.** Support of print controllers and print/scan enablers that permit the integration of the device onto a Customer's network is covered under the terms of a properly executed Connectivity & Security Options Agreement. The Connectivity & Security Options Agreement is an amendment to this contract and must be attached and/or on file for this optional service support.

5. **INVOICING - LATE CHARGES.** The first Minimum Payment is due upon receipt of an invoice. Thereafter, Minimum Payments will be due on the same date each month during the Term of this Contract whether or not Customer receives an invoice. Customer's obligation to pay the Minimum Payment is unconditional and is not subject to any reduction, set-off, defense, or counterclaim for any reason whatsoever. Excess Click Charge, if applicable, will be invoiced based on the billing period selected on the face of this contract. If any part of a payment is not made by the Customer when due, Customer agrees to pay TBS a Late Charge of the higher of $25 or two percent (2%) of each such late payment, but not more than permitted by law. Customer agrees to pay TBS the Late Charge not later than one (1) month following the date of the original Minimum Payment.

6. **USAGE.** In return for the Minimum Payment, Customer is entitled to use the Minimum Number of Units each billing period. If Customer uses more than the Minimum Number of Units in any billing period, Customer will pay an additional amount equal to the number of metered Units exceeding the agreed Minimum Included Units times the Excess Charge as shown on the face of this Contract. Customer acknowledges that in no event shall the Customer be entitled to any refund or rebate of the Minimum Payment if metered units result in less than the Minimum Number of Units in any billing period. Your Toshiba system will come with two-way communication enabled. TBS will provide updates, system back ups, and meter collection automatically. Please advise if you do not wish to have this feature enabled. TBS may estimate the number of units used if requested Meter Readings are not received before a new billing period begins. TBS will adjust the estimated charge for Excess Units upon receipt of actual Meter Readings. Notwithstanding any adjustment, the Customer will never pay less than the Minimum Payment. Customer will provide meter readings via an automated website. TBS may charge a fee to recover the cost of meter collections if meters are not submitted through the automated website. TBS reserves the right to convert Customer to a flat fee, based upon the greater of a specific unit's historical average volume or the device type's midpoint manufacturer recommended volume, if meters are not made available for the device(s) after 3 consecutive billing periods. Upon the first anniversary of the Effective Date and each subsequent anniversary date thereafter, TBS reserves the right to apply annual increases not to exceed fifteen (15%) percent of the products and services combined.

7. **CONSUMABLE SUPPLIES.** TBS agrees to furnish consumable supplies (ink, toner and toner collection containers) for the Term of the Contract, except as excluded in section 12 below. Customer is responsible for ordering supplies to assure ample time for delivery. TBS may charge you a supply freight fee to cover our cost of shipping supplies to you. TBS will determine the number of supplies to be shipped based on the Minimum Number of Units and Excess Units metered. If TBS determines that the Customer has used more than fifteen percent (15%) supplies than normal for the number of metered units, based on yields published by the manufacturer, Customer agrees to pay TBS's customary charges for all excess supplies. Current pricing per unit is based on TBS preferred vendor toner. All supplies delivered as part of this Contract remain the property of TBS until and unless they are consumed by the equipment in the performance of this Contract. Any supplies not consumed as specified and not surrendered to TBS upon expiration or termination of this Contract will be invoiced to the Customer at TBS's then current prices. Customer agrees to provide insurance coverage for supplies in case of loss under any circumstances. Notwithstanding the foregoing, the risk of loss of the consumable supplies shall be transferred from TBS to Customer if such consumable supplies are stored at Customer's facility.

8. **TAXES.** In addition to the charges due under this Contract, the Customer agrees to pay amounts equal to any taxes resulting from this Contract, or any activities hereunder, exclusive of taxes based upon net income.

9. **INSTALLATION AND ACCESS TO EQUIPMENT.** Customer agrees to provide adequate space, environment and appropriate electrical requirements including, if required, a dedicated 120 volt or 220 volt electrical line, as published in the Operator and Service Manuals for the operation and maintenance of the equipment. If TBS has installed a power filter/surge protector on the equipment, it must at all times remain continuously installed. If it is removed Customer agrees to purchase a replacement from TBS immediately. TBS shall have full and free access to the equipment to provide service thereon. If persons other than TBS representatives install conversions, feature additions, accessories or perform service on equipment and as a result further repair by TBS is required, such repairs shall be made at TBS's applicable Time and Material rates and terms then in effect. If such additional repair is required, TBS may immediately withdraw the equipment from this Contract.

10. **KEY OPERATOR** - END-USER TRAINING. Customer agrees to designate a Key Operator for training on the use, applications and features of the equipment. The Key Operator will be responsible for normal Key Operator activities as detailed in the Operators Manual and for training additional end-users. If the Key Operator assignment changes Customer agrees to designate a new Key Operator immediately. TBS agrees to provide training for the designated Key Operator and to provide initial training for end-users on the use, applications and features of the equipment. Additional training requested by Customer after thirty (30) days from Installation will be at TBS normal hourly rates.

11. **MOVES/ADDS/CHANGES**. In order to guarantee on-time toner arrival and quality service response time, TBS must be notified in advance of any changes in the fleet. Prior approval from TBS is required before adding new devices to the fleet for support. Client agrees to be responsible for all costs associated with relocation. If the Equipment is moved to a new location, TBS shall have the right to charge a new rate for the new location and Client agrees to pay the difference between the old rate and the new rate.

12. **EXCLUSIONS.** Service under this Contract does not include:

(a) Furnishing paper, staples, replacement print heads, batteries, ribbons, media, periodic maintenance on thermal printers or any of the following:

(b) Service of equipment if moved outside of TBS's designated service area; (c) Repair of damage or increase in service time caused by accident, misuse, negligence, abuse or disaster; (d) Service of accessories, attachments or click control devices other than those of the same manufacturer as the equipment; (e) Painting or refinishing of the equipment; (f) Making specification changes; (g) overhaul; when TBS determines an overhaul is necessary because normal repair and parts replacement cannot keep the equipment in satisfactory operating condition, TBS will submit a cost estimate to Customer and TBS will not commence work until Customer has approved cost; (h) Performing key operator functions as described in the operator manual; (i) Moving equipment, repair of damage or increase in service time caused by the use of the equipment for other than the ordinary use for which designed; (j) Repair of damage caused by electrical surges or lightning strikes, if equipment is connected to a TBS supplied power filter/surge protector repairs will be included; (k) Repair of damage or increase in service time caused by failure to continually provide a suitable installation environment as defined by the manufacturer, with all the facilities prescribed by TBS including, but not limited to, adequate space, electrical power, air conditioning or humidity control. (l) Repair of equipment that has been designated as obsolete by the manufacturer and genuine OEM parts are no longer available. (m) Repair of damage or increase of service time caused by Customer's use of media outside the specifications as described in the operator manual.

13. **CUSTOMER OWNED EQUIPMENT.** (a) TBS reserves the right to inspect the mechanical condition of all Customer Owned Equipment to be covered under this Agreement. Customer will be notified of Equipment found to require immediate repairs. Customer, at its option, may elect to have said Equipment repaired at the then current hourly service labor rate plus parts or elect to have the unit excluded from this Agreement. (b) To qualify for coverage under this Agreement each piece of Customer Owned Equipment must have an initial consumable supply level of at least 25% (twenty five percent) of its capacity. For any Equipment falling under that level, Customer will be responsible for replacing and/or purchasing the initial consumables required to restore the device to the 25% level. (c) Service of printers under this agreement will possibly include replacement parts that may have been used and/or reconditioned. Parts that have been replaced will remain the property of TBS. If Customer Owned Equipment becomes obsolete, or unserviceable, client is responsible for replacing the device, and TBS will remove obsolete device from current agreement.

14. **INDEMNITY AND DISCLAIMER.** TBS shall not be responsible for any injuries, damages, penalties, claims or losses including legal expenses incurred by Customer or any other person caused by the installation, selection, ownership, possession, maintenance, condition or use of the Equipment. Customer agrees to reimburse TBS for and to defend TBS against any claims for such losses, damages, penalties, claims, injuries or expenses. This indemnity shall continue even after this Contract has expired.

IN NO EVENT WILL TBS BE LIABLE FOR LOST PROFITS, CONSEQUENTIAL, EXPECTANCY OR INDIRECT DAMAGES EVEN IF TBS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

EXECPT AS OTHERWISE SET FORTH HEREIN, TBS DOES NOT MAKE ANY EXPRESS OR IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, REPRESENTATION OR WARRANTY ARISING OUT OF USAGE AND TRADE, COURSE OR DEALING OR COURSE OR PERFORMANCE. EXCEPT AS PROVIDED HEREIN, THE PARTS AND SERVICES ARE PROVIDED "AS IS."

15. **GENERAL.** Subject to the terms of the following paragraph, TBS may modify the terms and conditions of this Contract effective on the Renewal Date by providing the Customer with prior written notice. Any such modification will apply unless the Customer withdraws the equipment affected by such modification from this Contract. Otherwise this Contract can only be modified by a written agreement duly signed by persons authorized to sign contracts on behalf of the Customer and of TBS. Variance from the terms and conditions of this Contract in any Customer order or other written modification will be of no effect.

TOSHIBA BUSINESS SOLUTIONS

MAINTENANCE CONTRACT SCHEDULE

MAS-4.0.0

SALES PACKET NUMBER	EFFECTIVE DATE

Sales Representative:	Jackie St.Germain
Customer Name:	City of Romulus

ASSET DETAILS

MAKE/MODEL	SERIAL NUMBER	BILLING POOL(S)	STARTING METER MONO	STARTING METER COLOR
HEW HP LaserJet Pro M404	PHBC436436	PRT - Net B&W	17963	
HEW HP LaserJet Pro M227	VNG3G60132	PRT - Net B&W	131	
LEX Lexmark MS823	4064827011CC1	PRT - Net B&W	191158	
HEW HP LaserJet M604	CNDCJ4V156	PRT - Net B&W	129509	
LEX Lexmark XM1145	S70157PHH1RGYL	PRT - Net B&W	10532	
LEX Lexmark XM1145	S70157PHH1T4VR	PRT - Net B&W	24865	
LEX Lexmark XM1145	S70157PHH1T4VY	PRT - Net B&W	98100	
LEX Lexmark XM1145	S70157PHH1T4YP	PRT - Net B&W	128216	
LEX Lexmark XM1145	S70157PHH1T506	PRT - Net B&W	9376	
HEW HP LaserJet MFP M430	CNBRQ8N1X6	PRT - Net B&W	5724	
LEX Lexmark XM1145	S70157PHH1T4Z8	PRT - Net B&W	166902	
LEX Lexmark XM1145	S70157PHH1T50F	PRT - Net B&W	34861	
HEW HP LaserJet Pro M227	VNG3G71271	PRT - Net B&W	21079	
LEX Lexmark C4150	S5028741011XLX	PRT - Net B&W/PRT - Net Color	4467	7634
HEW HP LaserJet Pro M227	VNG3931162	PRT - Net B&W	13270	
LEX Lexmark XC2132	S752706946H78V	PRT - Net B&W/PRT - Net Color	29968	23499
LEX Lexmark XM1246	S7017813000BB8	PRT - Net B&W	8152	
HEW HP P2055dn	CNBJ552601	PRT - Net B&W	17589	
HEW HP M227	VNG3L64998	PRT - Net B&W	10634	
HEW HP LaserJet Pro M404	PHBCK04007	PRT - Net B&W	3894	
HEW HP LaserJet M610	CNBCNDY0QJ	PRT - Non-Net B&W		
HEW HP LJ PRO M227	VNG3931162	PRT - Net B&W	20886	
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FUNDS VERIFICATION FORM

DEPARTMENT: Tech Services, Clerk, Finance/Assessing, Senior Center, Recreation/RAC, Mayor, Water/Sewer
FUND NAME: General Fund, Public Safety Fund, Water/Sewer Fund, Romulus Athletic Center Fund
ACCOUNT NUMBER/S: 101-171-971.000 (9,170.00), 101-215-971.000 ($5,179.00), 101-262-971.000 ($3,097.00), 101-101-971.000 ($400.00),101-191-971.000 ($1,800.00), 101-233-971.000($3,179.00),101-753-971.000 –($9,170.00),592-590-971.138 ($2,292.50), 592-590-971.138 ($2,292.50), 208-751-971.000 ($8,325.00), 101-751-971.000 ($925.00),205-301-971.000($9,170.00)
PURPOSE FOR REQUEST: Purchasing 6 copiers for various city locations by piggybacking on OMNIA Partners Contract R191103. This will also allow for continuity with existing copiers.
AMOUNT OF EXPENDITURE: $55,000.00 total
SIGNATURE OF DEPARTMENT HEAD: Darcy Harris
FUNDS CURRENTLY AVAILABLE: $55,000 between all GL's
FINANCE DEPARTMENT APPROVAL: VM Jarvis
DATE: 8/29/2024

X:\PURCHASING FORMS\GENERAL PURCHASING FORMS\FUNDS VERIFICATION FORM.doc

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **September 9, 2024**

Item No. F.

General Description: 2024 Pumpkin Festival 5K

Resolution No. __________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

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Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	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: 2024 Pumpkin Festival 5K

DATE: September 5, 2024

I concur with Colleen Dumas, Recreation Director and respectfully request that City Council authorize a no fee permit for the following temporary road closures (map is attached for clarification):

- Grant Street from Olive St to Five Points, and from Aston Street to Saint Aloysius Street.
- Van Petten Street from Huron River Drive, through Aston Street, to Huron River Drive.
- Neville Street from Saint Aloysius Street to Ozga Street
- Ozga Street from Neville Street to Van Petten Street
- Goddard Road from Five Points to Hunt Street
- Olive Street from Grant Street to Goddard Road
- Shook Road from Sterling Street to Bibbins Street
- Sterling Street from Goddard Road to Shook Road

From 9:00 a.m. to approximately 10:30 a.m. on Saturday, September 21, 2024 for the 2024 Punkie's 5K Run/Walk/Ride.

The Public Safety Department and Department of Public Services have reviewed the request and have no objection to the proposed road closures.

Motion by ____________________ supported by _____________________ to concur with the administration and authorize a no fee permit for all road closures as requested from 9:00 a.m. to approximately 10:30 a.m. on Saturday, September 21, 2024 for the 2024 Punkie's 5K Run/Walk/Ride.

Memo

To: Mayor Robert A. McCraight and Honorable City Council

From: Colleen Dumas, Parks and Recreation Director
Jazmine Danci, 2024 Pumpkin Festival Committee Chairperson

Subject: 2024 Punkie's 5K Run/Walk/Ride – Saturday, September 21, 2024

Date: September 5, 2024

In partnership with the Pumpkin Festival Committee and the Romulus Police Department's Police and Community Together (PACT) Initiative, the Recreation Department is excited to host Punkie's 5k Run/Walk/Ride on Saturday, September 21, 2024. We would appreciate your assistance with promoting registration/participation in this event as well. Hope to see you there!

We are respectfully requesting that Council authorize the following road closures from 9:00a.m. to 10:30a.m. for the safety of all participants. Please refer to the enclosed map for clarification.

Grant Street from Olive St to Five Points, and from Aston Street to Saint Aloysius Street.

Van Petten Street from Huron River Drive, through Aston Street, to Huron River Drive.

Neville Street from Saint Aloysius Street to Ozga Street

Ozga Street from Neville Street to Van Petten Street

Goodard Road from Five Points to Hunt Street

Olive Street from Grant Street to Goddard Road

Shook Road from Sterling Street to Bibbins Street

Sterling Street from Goddard Road to Shook Road

We will be available at the Council Meeting for questions. Thank you for your support and consideration.

C: City Council
DDA Board
Pumpkin Festival Committee

Rough draft of 5k Route

Senior Center parking lot – check-in, warm-up stretch

Corner of Bibbins and Shook Rd (STARTING LINE) north to Goddard 0.11m

Left on Goddard to Olive St. 0.25mi

Left on Olive Street to Grant St. 0.67mi

Right on Grant to Huron River Drive 1 mile

Left on Huron River Dr. to Van Petten St. 1.06mi

Right on Van Petten St. to Huron River Drive 1.31mi

Right on Huron River Dr. to Saint Aloysius St. 1.42mi

Left on Saint Aloysius St to Neville St 1.67mi

Right on Neville St to Ozga St 1.75mi

Right on Ozga to 5 point 2.01mi

Left on Goddard Rd 2.50miles

To stay on Goddard follow curve to the right 2.49mi

Goddard to Sterling 2.65mi

Left on Sterling to Shook 2.77mi

Right on Shook to Goddard Rd. 2.84mi

Left on Goddard to Hunt St. 2.94mi

Right on Hunt to Bibbins 3.06

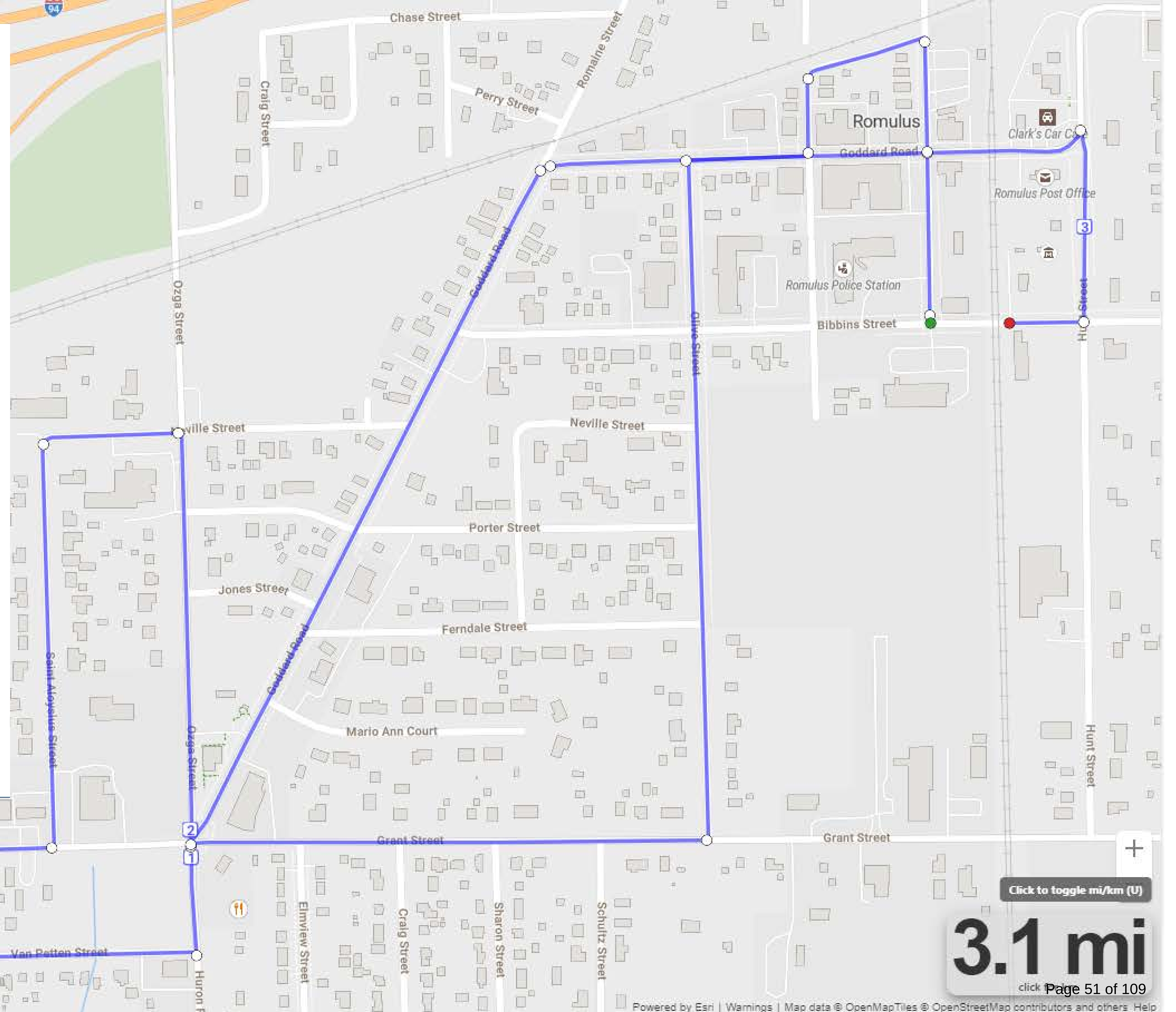
Right on Bibbins to FINISH LINE 3.1 miles

BIBS

Walkers – GREEN

Runners – RED

Bikers- BLUE



Romulus DDA Pumpkin Festival

PUNKIE'S

5K RUN

WALK / RIDE

SATURDAY, SEPTEMBER 21, 2024

9:00 a.m.

Registration begins August 1st and ends September 1st.

Festival (Pet Friendly - on Leashes)

(*Begins* behind the Romulus Senior Center 36525 Bibbins Street, Romulus, MI 48174 *Ends* at Romulus Historical Park Pavilion)

Check in- 8:30 a.m. / Warm-up - 8:45 a.m.

Walk/Run/Ride begins at 9:00 a.m.

For more information: (734) 941-8665/ cdumas@romulusgov.com

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **September 9, 2024**

Item No. G.
General Description: Institute for Responsible Government Grant

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Resolution No. ___________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

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Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	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: Institute for Responsible Government Grant

DATE: August 28, 2024

I concur with the recommendation of Ellen Craig-Bragg, City Clerk and Legal Counsel, and respectfully request City Council authorize the Mayor and Clerk to enter into the attached grant agreement between the Institute for Responsive Government and the City of Romulus for the purpose of planning and operationalizing election administration for the upcoming November 5, 2024 Presidential Election in the amount of $18,000.00 to be used to increase the salary pay for election workers and any additional election-related expenditures as needed until funds are exhausted.

Motion by______________, supported by ______________, to concur with the administration and authorize the Mayor and Clerk to enter into the attached grant agreement between the Institute for Responsive Government and the City of Romulus for the purpose of planning and operationalizing election administration for the upcoming November 5, 2024 Presidential Election in the amount of $18,000.00 to be used to increase the salary pay for election workers and any additional election-related expenditures as needed until funds are exhausted.

MEMORANDUM

To: Robert McCraight, Mayor

From: Ellen L. Craig-Bragg, City Clerk

Cc: D'Sjonaun Hockenhull, Deputy City Clerk
Maria Farris, Finance Director
Stephen Hitchcock, City Attorney

Date: August 27, 2024

Re: Institute for Reponsible Government Grant

The Romulus City Clerks Office has secured a $18,000.00 grant from the Institute of Responsive Government to support the human, physical, and technological assets necessary to conduct elections.

This agreement has been reviewed by City Attorney Steve Hitchcock, who has approved it to form.

I, therefore, request your concurrence for Council to authorize the City to enter into an agreement with the Institute for Responsive Government for the purpose of planning and operationalizing election administration for the upcoming November 5, 2024 Presidential General Election with an allocation to the City of Romulus in the amount of $18,000.00 to be used to increase the salary pay for election workers and any additional election-related expenditures as needed until funds are exhausted.

Institute *for* Responsive Government

Friday, August 23, 2024

IRG1-47704
Friday, August 23, 2024
Romulus City, Michigan

Dear Deputy City Clerk D'Sjonaun Hockenhull,

I'm pleased to inform you that the Institute for Responsive Government ("Responsive Gov"), a nonpartisan, nonprofit organization tax-exempt under Internal Revenue Code ("IRC") section 501(c)(3), has decided to award the **Romulus City Clerk's Office** ("Grantee") a grant to support its nonpartisan work planning and operationalizing secure, efficient, and accessible election administration. We based this decision on the information and materials provided in the **Romulus City Clerk's Office** Grant Application ("Application"), which is incorporated into this Grant Agreement as an Appendix. A copy of the Application has been provided simultaneously with this Grant Agreement for your records.

The following is a description of the grant:

- **Amount of Grant**: **$18,000**

- **Public Purpose**: The grant funds must be used exclusively for the nonpartisan public purpose of planning and operationalizing secure, efficient, and accessible election administration in **Romulus City, Michigan**. Examples of uses that fall within this public purpose include expenditures for the key human, physical, and technological assets that the U.S. Department of Homeland Security has identified as necessary to conduct elections.*

Before Responsive Gov transmits these grant funds, an authorized representative of the **Romulus City Clerk's Office** must sign this agreement ("Grant Agreement"). By signing the Grant Agreement, the **Romulus City Clerk's Office** agrees to comply with all **United States, Michigan**, and **Romulus City** laws and regulations, including but not limited to those relating to taxes, gifts, and private funding of elections ("Applicable Laws"), when accepting and using the grant funds. Grantee also agrees to accept and use the funds subject to the terms and conditions below.

By signing this Grant Agreement, you agree and certify the following:

1. The **Romulus City Clerk's Office** is a U.S., state, or local government unit or political subdivision within the meaning of IRC section 170(c)(1). This grant shall be used only for the Public Purpose described above and for no other purposes.

2. The **Romulus City Clerk's Office** is authorized to receive this grant from Responsive Gov, receipt of the grant does not violate any Applicable Laws, and Grantee represents that it has taken all steps, including necessary approvals, required to apply for, accept, and utilize the grant for the Public Purpose set forth above and in the Proposal.

3. Grantee has submitted an Application, which (among other things) sets forth the intended use of grant funds. That Application is incorporated into this Grant Agreement as an Appendix. Grantee shall commence expending this grant for the purposes identified in its Application upon receipt and may use the grant funds for such purposes until May 31, 2025. If Grantee needs to reallocate grant funds between the purposes identified in the Application, Grantee is permitted to do so without any notice to Responsive Gov so long as those purposes are consistent with the Public Purpose described above.

4. If Grantee uses any part of this grant to fund another organization, it will take reasonable steps to

ensure that any grant funds are used consistently with the Public Purpose of this grant and all of the terms and conditions of this Grant Agreement. Grantee further agrees that the grant funds may not be used: (1) to participate in, intervene in, or carry on, directly or indirectly (including the publishing or distribution of statements), any political campaign on behalf of (or in opposition to) any candidate for public office or public referendum; (2) to engage in any effort to induce or encourage violations of law or public policy; (3) to cause any private inurement or improper private benefit to occur; or (4) for any purpose inconsistent with IRC Section 170(c)(2)(B), which relates to charitable, educational, scientific, religious, or literary purposes.

5. The **Romulus City Clerk's Office** shall not share with Responsive Gov—and Responsive Gov will never ask for—non-public or confidential information about your jurisdiction's voters or voting systems.

6. Grantee shall produce a report documenting how this grant has been expended to support its public purpose described above. This report shall be provided to Responsive Gov by June 30, 2025.

7. The purpose of the grant is to supplement the funds available to the **Romulus City Clerk's Office** and not to substitute for previously budgeted funds that would otherwise be provided to Grantee by **Romulus City, Michigan** but for the grant. You represent and warrant to the best of your knowledge that **Romulus City, Michigan** does not intend to reduce the **Romulus City Clerk's** budget or fail to appropriate or provide previously budgeted funds to the **Romulus City Clerk's Office** because it has received this grant.

8. Responsive Gov may discontinue, modify, withhold part of, or ask for the return of all or part of the grant funds if it determines, in its sole judgment, that (a) any of the above conditions have not been met, (b) any of the representations or certifications by Grantee are inaccurate, or (c) Responsive Gov must do so to comply with Applicable Laws.

9. The grant term shall be June 1, 2024, through May 31, 2025, and is the period during which covered costs may be applied to this Grant. To request an extension of the grant term, Grantee must provide a written request, including a new requested end date, to Responsive Gov before the end date of the grant term. Grantee must receive an amendment to the Grant Agreement to expend funds beyond the grant term.

10. Beyond the rights and obligations specifically set forth in the Grant Application and this Grant Agreement, Responsive Gov claims no legal right to control or otherwise influence the Grantee's use of any funds provided pursuant to this Grant Agreement. Responsive Gov has no role or involvement in the operation or administration of elections conducted by **Romulus City Clerk** as a result of this Grant Agreement, independent of the provision of the grant itself. Furthermore, it is expressly understood that by making this grant, Responsive Gov neither has or incurs any obligation to provide additional funding to the Grantee.

Please indicate that you accept and agree to these terms and conditions by having an authorized representative of your election jurisdiction sign and certify below. Please return a scanned copy of the signed letter via the link in your email at your earliest convenience. If needed, you may also return it via email at [grants@responsivegov.org.](mailto:grants@responsivegov.org)

Sincerely,

Samuel Oliker-Friedland

Sam Oliker-Friedland
Executive Director
Institute for Responsive Government

By signing this Grant Agreement, I certify that I am authorized to bind the Romulus City Clerk's Office to the terms and conditions of the Grant Agreement and that the Romulus City Clerk's shall fully comply with the Grant Agreement including all restrictions on the use of funds.

Accepted on behalf of Romulus City Clerk

By: ______________________________

Title: ______________________________

Date: ______________________________

APPENDIX: Romulus City, Michigan *A More Responsive Government 2024 Grant Program* Grant Application Submitted to the Institute for Responsive Government

* *See* U.S. Department of Homeland Security, Cybersecurity and Infrastructure Security Agency, 2020 Election Infrastructure Subsector-Specific Plan, at 3-4 (2020), *available at* https://www.cisa.gov/sites/default/files/publications/election_infrastructure_subsector_specific_plan.pdf.

Institute for Responsive Government

Thursday, August 22, 2024

IRG1-47704

Application Summary

Please review the application summary below. To make a change, use the "Back" button at the bottom of this page.

Office Information

Office: Romulus City Clerk, Wayne County
State: Michigan
Jurisdiction: Romulus city, MI
Office Website: https://www.romulusgov.com/325/Clerk
Physical Address: 11111 Wayne Road , Romulus, Michigan 48174
Mailing Address: The office mailing address is the same as the physical address above
How many active registered voters does your jurisdiction have as of June 2024?: 19105
Approximately how many full time staff (or equivalent) do you have on your election team?: 6
Jurisdiction's total one-year budget allocated to elections for the fiscal year that includes June 2024?: 846295
Please upload a copy of your elections budget for the fiscal year that includes June 2024. Clerk-Election Budget FY 23.24.pdf

Applicant Information

Applicant Name: D'Sjonaun Hockenhull
Applicant Job Title: Deputy City Clerk
Applicant Email: dhockenhull@romulusgov.com
Share a link to an official government page that contains your bio or lists you in a staff directory: https://www.romulusgov.com/325/Clerk
Phone Number - Desk: (734) 955-4544
Phone Number - Work Mobile: (313) 269-3534

Grant Information

Amount Requested: $18,000.00
Human Expenses: Temporary/Seasonal Support Positions
Physical Expenses: Voting Locations, Storage Facilities, Administrative Facilities, Voting Hardware
Technological Expenses: Election Management Systems, Electronic Poll Books
Other Expenses:
Briefly describe how you anticipate using the grant funds: A sizeable portion of the grant will support the human capital of running elections by increasing the stipend amount for election workers. Additionally, the funding will be utilized to improve directional signage in multi-precinct polling locations as well as replace old and worn-out election supplies. Administratively, we intend to upgrade to a higher-efficiency printer to print voter identification cards, confirmation notices, cancellation notices, signature cure forms, absent voter ballot applications, and general election correspondence.
Title of Individual Signatory Authorized to Sign a Grant Agreement: Deputy City Clerk
Name of Individual Signatory (if applicable): D'Sjonaun Hockenhull

Optional Questions

Why are you seeking this additional source of funding? We have unfunded mandates., Our current budget is sufficient, so we'll use this grant to go above-and-beyond.
In the context of your annual elections budget, what impact will this funding have on your election operations? A massive impact

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **September 9, 2024**

Item No. H.

General Description: Introduction of Budget Amendment 24/25-9

Resolution No. ___________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

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Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	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 24/25-9

DATE: August 29, 2024

I am hereby requesting introduction of Budget Amendment 24/25-9 to recognize funding from Institute for Responsible Government and corresponding expenditures.

Motion by_________________, supported by ________________ to concur with the administration and introduce budget amendment 24/25-9 to recognize funding from Institute for Responsible Government and corresponding expenditures.

Memorandum

To: Mayor Robert A. McCraight

From: Maria Farris, Finance Director

Date: August 29, 2024

Re: Budget Amendment 24/25-9

Attached please find a copy of requested Budget Amendment 24/25-9 to be added to the agenda for the September 9, 2024 City Council meeting.

This budget amendment is to recognize grant revenue of $18,000 in 101-262-576.263-IORG24 and corresponding expenditures of $7,200 in 101-262-576.703.000-IORG24 and $10,800 in 101-262-729.000-IORG24.

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: 8/29/2024 MEF

SUBJECT: Budget Amendment 24/25-9

FUND/DEPT. ACCOUNT NO.	ACCOUNT NAME	CURRENT BALANCE	AMENDMENT	AMENDED BUDGET
101-262 Elections General				
Expense				
101-262-703.000-IORG24	Part-time	-	7,200	7,200
101-262-729.000-IORG24	Election supplies		10,800	10,800
Revenue				
101-262-576.263-IORG24	Grant Revenue	-	18,000	18,000

To recognize the IORG Grant Award of $18,000 and corresponding allowable expenses.

U:\Budget\Amendments\FY 24-25\BA-24.25-9 Election Grant IORG\BA 24.25-9 Election Grant IORG-24

MEMORANDUM

To: Maria Farris, Finance Director

From: Ellen L. Craig-Bragg, City Clerk

Cc: D'Sjonaun Hockenhull, Deputy City Clerk

Date: August 27, 2024

Re: **Budget Amendment Request -** Institute for Reponsible Government Grant

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I am requesting approval of a budget amendment to recognize grant funding allocation from the Institute for Responsible Government in the amount of $18,000.00 from GL# 101-262-576.23-IORG24 and transfer to grant-specific expense accounts (GL# 101-262-703.000-IORG24 Part time and 101-262-729.000-IORG24 Election Supplies)

The grant funding will be used to increase the base salary for our election workers in addition to technological and/or organizational expenses related the conduct of elections.

If you concur, please forward to the Mayor's Office so that it can be added to the Mayors Report for the September 9, 2024, Council Meeting.

If you have any questions, please do not hesitate to contact myself or D'Sjonaun.

BUDGET AMENDMENT FORM

INCREASE		DECREASE	
Account Number /Name	Amount	Account Number /Name	Amount
101-262-703.000-IORG24 Part Time	$ 7,200	101-262-576.263-IORG24 IORG24 Grant Revenue	$ 18,000
101-262-729.000-IORG24 Election Supplies	$ 10,800		
TOTAL	**$ 18,000**	**TOTAL**	**$ 18,000**

PURPOSE:

To recognize grant funding from Institute for Responsible Government and corresponding expenditures

DATE: 8/28/2024

Department Head Signature: Ellen L Craig-Bragg

Maria Farris
8.29.2024

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.

IRG1-47704
Friday, August 23, 2024
Romulus City, Michigan

Dear Deputy City Clerk D'Sjonaun Hockenhull,

I'm pleased to inform you that the Institute for Responsive Government ("Responsive Gov"), a nonpartisan, nonprofit organization tax-exempt under Internal Revenue Code ("IRC") section 501(c)(3), has decided to award the **Romulus City Clerk's Office** ("Grantee") a grant to support its nonpartisan work planning and operationalizing secure, efficient, and accessible election administration. We based this decision on the information and materials provided in the **Romulus City Clerk's Office** Grant Application ("Application"), which is incorporated into this Grant Agreement as an Appendix. A copy of the Application has been provided simultaneously with this Grant Agreement for your records.

The following is a description of the grant:

- **Amount of Grant**: **$18,000**

- **Public Purpose**: The grant funds must be used exclusively for the nonpartisan public purpose of planning and operationalizing secure, efficient, and accessible election administration in **Romulus City, Michigan**. Examples of uses that fall within this public purpose include expenditures for the key human, physical, and technological assets that the U.S. Department of Homeland Security has identified as necessary to conduct elections.*

Before Responsive Gov transmits these grant funds, an authorized representative of the **Romulus City Clerk's Office** must sign this agreement ("Grant Agreement"). By signing the Grant Agreement, the **Romulus City Clerk's Office** agrees to comply with all **United States, Michigan**, and **Romulus City** laws and regulations, including but not limited to those relating to taxes, gifts, and private funding of elections ("Applicable Laws"), when accepting and using the grant funds. Grantee also agrees to accept and use the funds subject to the terms and conditions below.

By signing this Grant Agreement, you agree and certify the following:

1. The **Romulus City Clerk's Office** is a U.S., state, or local government unit or political subdivision within the meaning of IRC section 170(c)(1). This grant shall be used only for the Public Purpose described above and for no other purposes.

2. The **Romulus City Clerk's Office** is authorized to receive this grant from Responsive Gov, receipt of the grant does not violate any Applicable Laws, and Grantee represents that it has taken all steps, including necessary approvals, required to apply for, accept, and utilize the grant for the Public Purpose set forth above and in the Proposal.

3. Grantee has submitted an Application, which (among other things) sets forth the intended use of grant funds. That Application is incorporated into this Grant Agreement as an Appendix. Grantee shall commence expending this grant for the purposes identified in its Application upon receipt and may use the grant funds for such purposes until May 31, 2025. If Grantee needs to reallocate grant funds between the purposes identified in the Application, Grantee is permitted to do so without any notice to Responsive Gov so long as those purposes are consistent with the Public Purpose described above.

4. If Grantee uses any part of this grant to fund another organization, it will take reasonable steps to

ensure that any grant funds are used consistently with the Public Purpose of this grant and all of the terms and conditions of this Grant Agreement. Grantee further agrees that the grant funds may not be used: (1) to participate in, intervene in, or carry on, directly or indirectly (including the publishing or distribution of statements), any political campaign on behalf of (or in opposition to) any candidate for public office or public referendum; (2) to engage in any effort to induce or encourage violations of law or public policy; (3) to cause any private inurement or improper private benefit to occur; or (4) for any purpose inconsistent with IRC Section 170(c)(2)(B), which relates to charitable, educational, scientific, religious, or literary purposes.

5. The **Romulus City Clerk's Office** shall not share with Responsive Gov—and Responsive Gov will never ask for—non-public or confidential information about your jurisdiction's voters or voting systems.

6. Grantee shall produce a report documenting how this grant has been expended to support its public purpose described above. This report shall be provided to Responsive Gov by June 30, 2025.

7. The purpose of the grant is to supplement the funds available to the **Romulus City Clerk's Office** and not to substitute for previously budgeted funds that would otherwise be provided to Grantee by **Romulus City, Michigan** but for the grant. You represent and warrant to the best of your knowledge that **Romulus City, Michigan** does not intend to reduce the **Romulus City Clerk's** budget or fail to appropriate or provide previously budgeted funds to the **Romulus City Clerk's Office** because it has received this grant.

8. Responsive Gov may discontinue, modify, withhold part of, or ask for the return of all or part of the grant funds if it determines, in its sole judgment, that (a) any of the above conditions have not been met, (b) any of the representations or certifications by Grantee are inaccurate, or (c) Responsive Gov must do so to comply with Applicable Laws.

9. The grant term shall be June 1, 2024, through May 31, 2025, and is the period during which covered costs may be applied to this Grant. To request an extension of the grant term, Grantee must provide a written request, including a new requested end date, to Responsive Gov before the end date of the grant term. Grantee must receive an amendment to the Grant Agreement to expend funds beyond the grant term.

10. Beyond the rights and obligations specifically set forth in the Grant Application and this Grant Agreement, Responsive Gov claims no legal right to control or otherwise influence the Grantee's use of any funds provided pursuant to this Grant Agreement. Responsive Gov has no role or involvement in the operation or administration of elections conducted by **Romulus City Clerk** as a result of this Grant Agreement, independent of the provision of the grant itself. Furthermore, it is expressly understood that by making this grant, Responsive Gov neither has or incurs any obligation to provide additional funding to the Grantee.

Please indicate that you accept and agree to these terms and conditions by having an authorized representative of your election jurisdiction sign and certify below. Please return a scanned copy of the signed letter via the link in your email at your earliest convenience. If needed, you may also return it via email at grants@responsivegov.org.

Sincerely,

Samuel Oliker-Friedland

Sam Oliker-Friedland
Executive Director
Institute for Responsive Government

By signing this Grant Agreement, I certify that I am authorized to bind the Romulus City Clerk's Office to the terms and conditions of the Grant Agreement and that the Romulus City Clerk's shall fully comply with the Grant Agreement including all restrictions on the use of funds.

Accepted on behalf of Romulus City Clerk

By: ______________________________

Title: ______________________________

Date: ______________________________

APPENDIX: Romulus City, Michigan *A More Responsive Government 2024 Grant Program* Grant Application Submitted to the Institute for Responsive Government

* *See* U.S. Department of Homeland Security, Cybersecurity and Infrastructure Security Agency, 2020 Election Infrastructure Subsector-Specific Plan, at 3-4 (2020), *available at* https://www.cisa.gov/sites/default/files/publications/election_infrastructure_subsector_specific_plan.pdf.

City of Romulus

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

Council Meeting Held: **September 9, 2024**

Item No. A.

General Description: Second Reading and Final Adoption of Budget Amendment 24/25-7

Resolution No. ___________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

---

Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

[Do

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

Romulus
Home of Opportunity

CITY COUNCIL AGENDA ITEM

REQUEST FORM

Submitted to: **Romulus City Council** Date Submitted: **9/5/2024**

Submitted by: **Ellen Craig-Bragg, City Clerk**
cc: D'Sjonaun Hockenhull, Deputy City Clerk

Department: **Clerks Office**

Council Meeting of: **September 9, 2024**

TITLE/DESCRIPTION OF ITEM
Second Reading & Final Adoption of Budget Amendment 24/25-7

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 Budget Amendment 24/25-7 in the amount of $4,000.00 to cover unforeseen costs for employee dental insurance expenses **This amendment was introduced at the August 26 2024, Regular Council Meeting.**

OFFICE USE ONLY

Approved for Council Agenda: ☑

AGENDA ITEM # .**6A**

MEMORANDUM

TO: Mayor Robert A. McCraight

FROM: Finance Department

DATE: 8/20/2024 MEF

SUBJECT: Budget Amendment 24/25-7

FUND/DEPT. ACCOUNT NO.	ACCOUNT NAME	CURRENT FUND BALANCE	AMENDMENT	AMENDED BUDGET
271 Library				
Fund Balance				
271.000.390.000	Fund Balance	709,215	(4,000)	705,215
Expense				
271-790.719.000	Dental Insurance	-	4,000	4,000

Unforeseen dental expenses for FY24/25 and using fund balance approved by the Library Board on August 19, 2024

U:\Budget\Amendments\FY 24-25\BA 24.25-7 Dental Insurance-271\BA 24.25-7 Dental Expense

BUDGET AMENDMENT FORM

FY 2024/25

INCREASE		DECREASE	
Account Number	Amount	Account Number	Amount
271-790-719.000 Dental Insurance	$4,000.00	271-000-390.000 Fund Balance	$4,000.00
	$4,000.00		$4,000.00

PURPOSE: To cover costs for new dental insurance for staff as approved by the Library Board 8/19/2024.

DATE: August 19, 2024

Department Head Signature: Maria Farris 8/20/24

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: **September 9, 2024**

Item No. B.
General Description: Second Reading and Final Adoption of Budget Amendment 24/25-8

Resolution No. ___________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

---

Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

MOTION CARRIED UNANIMOUSLY   MOTION CARRIED   MOTION FAILED

[Do

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

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Romulus, MI 48174

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CITY COUNCIL AGENDA ITEM

REQUEST FORM

Submitted to: **Romulus City Council** Date Submitted: **9/5/2024**

Submitted by: **Ellen Craig-Bragg, City Clerk**
cc: D'Sjonaun Hockenhull, Deputy City Clerk

Department: **Clerks Office**

Council Meeting of: **September 9, 2024**

TITLE/DESCRIPTION OF ITEM

Second Reading & Final Adoption of Budget Amendment 24/25-8

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 Budget Amendment 24/25-8 in the amount of $13,000.00 to allow the Romulus Animal Shelter to purchase a new washer and dryer using animal shelter donations

This amendment was introduced at the August 26 2024, Regular Council Meeting.

OFFICE USE ONLY

Approved for Council Agenda: ☑

AGENDA ITEM # .**6B**

MEMORANDUM

TO: Mayor Robert A. McCraight

FROM: Finance Department

DATE: 8/16/2024 GPH

SUBJECT: Budget Amendment 24/25-8

FUND/DEPT. ACCOUNT NO.	ACCOUNT NAME	CURRENT BALANCE	AMENDMENT	AMENDED BUDGET
101-000 General				
Expense				
101-430-971.000	Capital Outlay	-	13,000	13,000
Revenue				
101-430-675.000	Animal Shelter Donations	5,000	13,000	18,000

To purchase a new commercial washer & dryer for the animal shelter to replace faulty equipment

BUDGET AMENDMENT FORM

INCREASE		INCREASE	
Account Number /Name	Amount	Account Number /Name	Amount
Animal Shelter Capital Outlay CR 101-430-971.000	$ 13,000 0	Animal Shelter Donations DB 101-430-675.000	$ 13,000 0
TOTAL	**$ 13,000**	**TOTAL**	**$ 13,000**

PURPOSE:

To purchase new washer and Dryer

DATE: 8/7/24 8/16/2024

Department Head Signature: X

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: **September 9, 2024**

Item No. C.

General Description: Resolution of Necessity for Improvement (Street-lighting SAD) and Special Meeting - Public Hearing Request for Monday, October 14, 2024, at 7:00 p.m.

Resolution No. ________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

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Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	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: **September 5, 2024**

Re: **Resolution of Necessity & Public Hearing Request**

In accordance with Chapter 50, Special Assessments, Sections 50-1 and 50-3 of the City of Romulus Code of Ordinance, Julie Albert, Director of Assessing & Financial Services, is requesting that Council

- **Adopt a resolution determining the need determining the need for street lighting on Smith (Merriman to Vining), Wick (Wickham to Vining), and Vining (I-94 to Ecorse), and schedule a fifteen (15) minute public hearing on Monday, October 14, 2024, at 7:00 p.m. to discuss and hear any objections to the proposed improvements.** *(The date and time are available for the public hearing request)*
    - **Note: Annual maintenance will be specially assessed to the taxpayers in this district**

Taxpayers in the special assessment district will be notified by mail of the public hearing in addition to its advertisement in the newspaper in accordance with the Romulus Code of Ordinance.

At the next Regular Council Meeting after the public hearing (October 28, 2024), the City Council shall by resolution determine whether to proceed with the special assessment district. If Council determines to proceed with the improvement, the city assessor shall prepare the proposed assessment roll and another public hearing will be requested to discuss and hear objections to the proposed assessment roll.

MEMORANDUM

DATE: September 4, 2024

TO: Ellen Craig-Bragg, City Clerk

CC: Mayor Robert A. McCraight

FROM: Julie Albert, Director of Assessing & Financial Services

SUBJECT: **City Council Agenda item for September 23, 2024**
Special Assessment District (SAD): Smith, Vining & Wick street lighting

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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 is necessary to begin the process. Therefore, I respectfully request that the Romulus City Council adopt the following resolution at their meeting to be held on September 23, 2024:

To adopt a resolution determining the need for street lighting on Smith (Merriman to Vining), Wick (Wickham to Vining), and Vining (I-94 to Ecorse). Annual maintenance will be specially assessed to the taxpayers in this district.

The second step is to schedule a public hearing to hear taxpayers' comments. Therefore, I respectfully request that the Romulus City Council approve the following request to schedule the first public hearing:

To schedule a public hearing to be held in the Romulus City Hall Council Chambers, 11111 Wayne Road, Romulus, Michigan 48174 on Monday, October 14, 2024 at 7:00 pm for the purpose of discussing and hearing any objections to the proposed improvements.

Taxpayers in the special assessment district will be notified by mail of the public hearing and it will be published in the newspaper.

At the City Council meeting following the public hearing (October 14, 2024) City Council shall by resolution determine whether to proceed with the special assessment district. If City Council makes the determination to proceed with the special assessment district a second public hearing to hear objections to the special assessment roll/costs will need to be scheduled.

Please contact me at (734)942-7520 if you have any questions.

City of Romulus

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

Council Meeting Held: **September 9, 2024**

Item No. D.

General Description: Request to amend the 24/25 FY Municipal Fee Schedule - DPW

Resolution No. ___________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

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Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	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: September 5, 2024

Re: Request to Amend 24/25 Fee Schedule – DPW

At the May 13, 2024, Regular Meeting, the City Council approved the Fee Schedule for the 2024/2025 Fiscal Year.

The Finance Department is requesting an amendment to the DPW 24/25 Fee Schedule to increase the CO-62-361 Taps and Inspection fees based on the costs passed down to the City by its suppliers and settled contractual agreements.

It is requested that Council amend the 24/25 Municipal Fee Schedule for the Department of Public Works to increase the costs for the CO-62-361 Taps and Inspection fees according to the attached schedule.

Memorandum

To: Ellen Craig-Bragg, City Clerk

From: Maria Farris, Finance Director

Date: August 26, 2024

Re: FY 2024-25 DPW Fee Schedule Amendment

I am attaching a copy of the FY2024-25 revised fee schedule request on behalf of DPW and Finance. I would like to, at this time, respectfully request to have the DPW fee schedule to be amended to reflect the increased costs for the (CO-62-361) Taps and Inspections. These increases are based on the cost that has been passed down to the City by our suppliers and settled contractual agreements.

Also, over the past year, we have witnessed a significant increase in the prices of essential goods and services. This trend has been driven by various factors, including supply chain disruptions, higher raw material costs, and increased labor expenses.

If you should have any additional questions, please do not hesitate to contact me.

CITY OF ROMULUS

2024 - 2025 FEE SCHEDULE

Department: DEPARTMENT OF PUBLIC WORKS

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Res# 24-134 Adpoted:5-13-24	Proposed Changes
CO 62-399	**Inspections Escrows**		
	15% of the construction cost of a site development		
CO 62-361	**Water and Sewer Charges - Taps and Inspections - Subject to change with actual meter cost**		
	1" Water Tap	$ 4,338.00	$4,911.00
	1 1/2' Water Tap	$ 5,315.00	$6,061.00
	2' Water Tap	$ 6,852.00	$7,247.00
	1" Sewer Tap	$ 2,920.00	
	1 1/2' Sewer Tap	$ 4,390.00	
	2' Sewer Tap	$ 6,500.00	
	Domestic Water Line Repair Inspection	$ 270.00	
	Domestic Water Line Repair Inspection carry over overtime after 4:00 pm and on weekends	actual cost	
	Domestic Sewer Line Repair Inspection	$ 270.00	
	Domestic Sewer Line Repair Inspection carry over overtime after 4:00 pm and on weekends	actual cost	
	Driveway Approach and Sidewalk Inspections		
CO 52-20	Residential	$ 50.00	
	Re-inspection fee (Remove - Added below)	$ 50.00	
CO 52-20	Commercial	$ 100.00	
	Re-inspection fee	$ 50.00	
CO 62-361	Hydrant Meter/deposit plus charge for water used	$ 2,500.00	
	Illegal hydrant use	$ 500.00	
	Special Haul Permit		
	Per move	$ 35.00	
	Semi-annual	$ 250.00	
	Yearly	$ 450.00	
	Sump Line Inspection + admin fee ($35.00)	$ 270.00	
	Right-of-way Inspection for sump line	$ 50.00	
	Cemetery - Temporary Grave Marker		
	First Marker	Complimentary	

City of Romulus

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

Council Meeting Held: **September 9, 2024**

Item No. E.

General Description: Resolution to establish a Special Assessment District - Brandt Rd. & Cypress Rd.

Resolution No. ________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

---

Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	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
Julie Albert, Director of Assessing & Financial Services
Roberto Scappaticci, DPW Director
Julie Wojtylko, Chief of Staff

Date: September 5, 2024

Re: Special Assessment District – Brandt Rd. & Cypress Rd.

On Monday, August 26, 2024, Council heard comments from the property owners and/or other interested parties on the proposed special assessment district for reconstruction of Brand St. and Cypress St. between Beverly Road and Ecorse Road.

The recommended pavement type is asphalt with a total cost estimate of $2,170,000.00

The proposed special assessment district comprise of the following parcels:

1. 80 007 01 0990 302
2. 80 007 01 0989 303
3. 80 007 01 0900 305
4. 80 007 01 0901 300
5. 80 007 01 0900 307
6. 80 007 01 0901 301
7. 80 007 02 0014 300
8. 80 007 02 0013 000
9. 80 007 02 0012 300
10. 80 007 02 0011 301
11. 80 007 02 0009 300
12. 80 007 02 0008 000
13. 80 007 02 0007 300
14. 80 007 02 0001 000
15. 80 007 02 0025 000
16. 80 007 02 0021 300
17. 80 007 02 0019 002
18. 80 007 02 0019 001
19. 80 007 02 0017 002
20. 80 007 02 0016 000
21. 80 008 99 0001 704
22. 80 008 99 0001 703
23. 80 008 99 0001 702
24. 80 007 99 0001 701
25. 80 008 99 0001 701

Chapter 50, Section 50-4 of the Romulus Code of Ordinance says,

> Following the public hearing under section 50-3, the city council shall determine whether to proceed with the construction or acquisition of the public improvement and shall, if it determines to proceed therewith, determine whether to construct or acquire such improvement through the appropriate city departments or through one or more independent contractors or through a combination thereof. The city council shall also establish a proposed budget for the construction or acquisition.

It is requested that Council adopt a resolution to create a Special Assessment District containing the above-listed parcels for the purpose of reconstructing Brandt Rd. and Cypress Rd. between Beverly Road and Ecorse Rd and to let for bids for the construction of such improvement.

OPINION OF PROBABLE CONSTRUCTION COST

ORCHARD, HILTZ & McCLIMENT, INC.
34000 Plymouth Road, Livonia, Michigan, 48150
Telephone: (734) 522-6711 FAX: (734) 466-4557

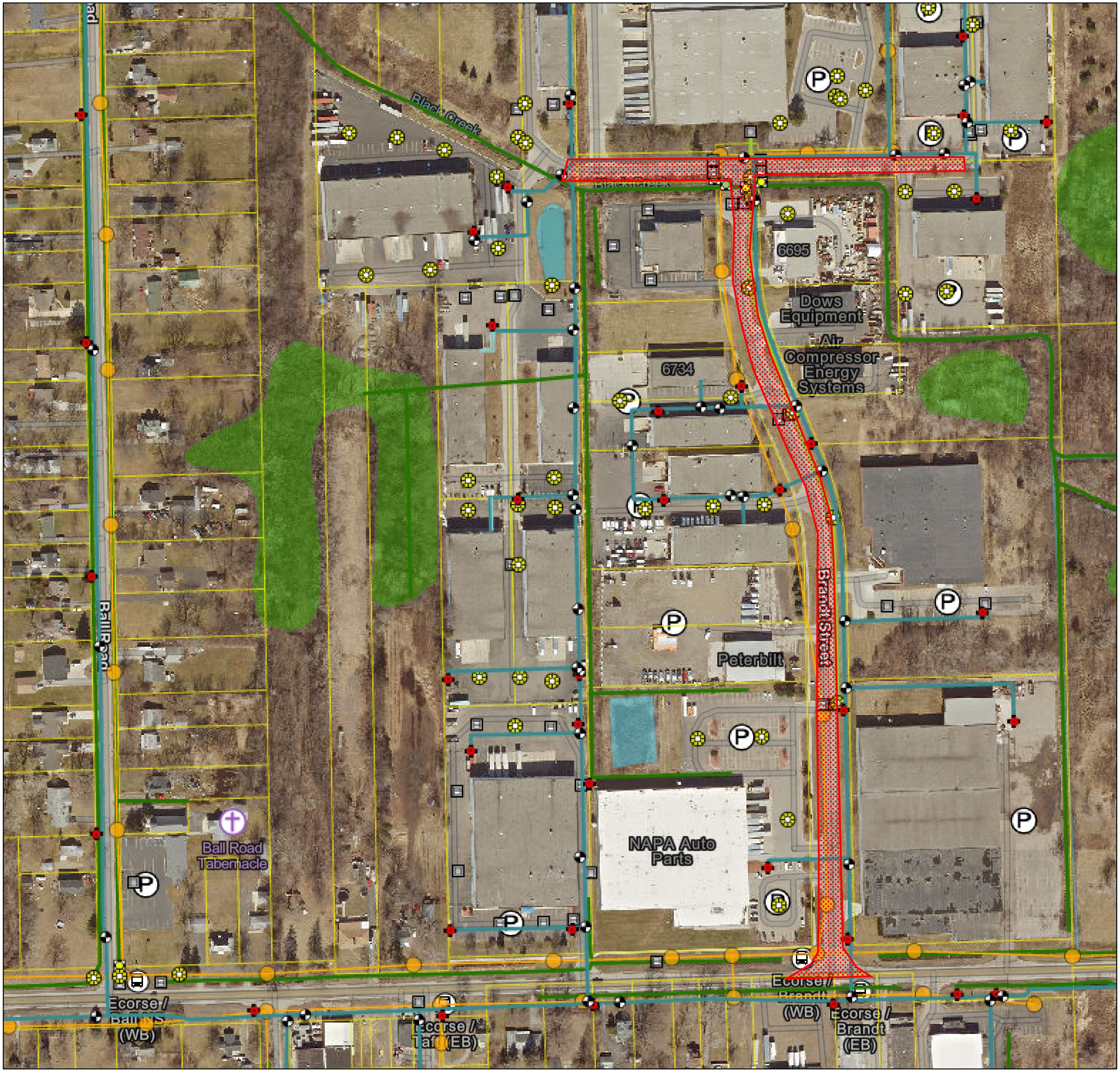
PROJECT: Cypress and Brandt, SAD
LOCATION: City of Romulus
WORK: Road Reconstruction: 8" HMA on 8" Aggregate Base with Concrete Curb and Gutter

DATE: 7/15/2024
PROJECT #: 0155-22-0100
ESTIMATOR: AS
CHECKED BY: GM
CURRENT ENR: RH

ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST
	Option 1 - HMA				
1077060	_Permit Fees	Dlr	5,000	$ 1.00	$ 5,000.00
1100001	Mobilization, Max	LSUM	1	$ 100,000.00	$ 100,000.00
2030015	Sewer, Rem, Less than 24 inch	Ft	40	$ 25.00	$ 1,000.00
2047011	_Pavt, Rem, Modified	Syd	9,240	$ 12.00	$ 110,880.00
2057002	_Station Grading	Sta	25	$ 4,500.00	$ 110,250.00
2057050	_Exploratory Excavation	Ea	5	$ 1,000.00	$ 5,000.00
2087051	_Erosion Control	LSUM	1	$ 5,000.00	$ 5,000.00
3027011	_Aggregate Base, 8 inch, Modified	Syd	10,760	$ 18.00	$ 193,680.00
3060020	Maintenance Gravel	Ton	1,000	$ 20.00	$ 20,000.00
4020600	Sewer, Cl E, 12 inch, Tr Det B	Ft	200	$ 100.00	$ 20,000.00
4030005	Dr Structure Cover, Adj, Case 1	Ea	10	$ 750.00	$ 7,500.00
4030050	Dr Structure Cover, Type K	Ea	10	$ 800.00	$ 8,000.00
4030200	Dr Structure, 24 inch dia	Ea	6	$ 2,300.00	$ 13,800.00
4030210	Dr Structure, 48 inch dia	Ea	6	$ 4,000.00	$ 24,000.00
4040073	Underdrain, Subgrade, 6 inch	Ft	4,900	$ 17.00	$ 83,300.00
5010061	HMA Approach	Ton	210	$ 220.00	$ 46,200.00
5012013	HMA, 3EML	Ton	1,300	$ 122.00	$ 158,600.00
5012025	HMA, 4EML	Ton	930	$ 122.00	$ 113,460.00
5012037	HMA, 5EML	Ton	750	$ 126.00	$ 94,500.00
8010007	Driveway, Nonreinf Conc, 8 inch	Syd	1,570	$ 70.00	$ 109,900.00
8020040	Curb and Gutter, Conc, Det F6	Ft	3,865	$ 40.00	$ 154,600.00
8020050	Driveway Opening, Conc, Det M	Ft	935	$ 40.00	$ 37,400.00
8127051	_Perm Traffic Control	LSUM	1	$ 5,000.00	$ 5,000.00
8127051	_Temp Traffic Control and Staging	LSUM	1	$ 20,000.00	$ 20,000.00
8157051	_Irrigation Systems	LSUM	1	$ 10,000.00	$ 10,000.00
8167011	_Restoration, Top Soil, Seed, and Mulch	Syd	5,450	$ 8.00	$ 43,600.00

SUBTOTAL FOR CATEGORY 1 -HMA	$ 1,500,670.00
CONTINGENCY (15%)	$ 225,110.00
TOTAL OPINION OF PROBABLE CONSTRUCTION COST =	**$ 1,730,000.00**
DESIGN SERVICES (10%)	**$ 180,000.00**
CONSTRUCTION ENGINEERING (15%)	**$ 260,000.00**
TOTAL PROJECT COST =	**$ 2,170,000.00**
City Cost (10% of Construction Costs and 10% Construction Engineering)	**$ 200,000.00**
SAD Costs	**$ 1,970,000.00**

Romulus GIS Utilities



- Water System Valves
- Hydrant
- Water Laterals
- Water Main
- Stormwater Manhole
- Stormwater Inlet
- Stormwater Pipe End Section
- Stormwater Discharge Point
- Sewer Manhole
- Sewer Gravity Main
- Stormwater Gravity Main
- Stormwater County Drain
- Tax Parcels
- Emergent
- Forested
- Unconsolidated Bottom

N

0 0.04 0.08 mi

Source: Data provided by OHM Advisors and other entities depending on the community/subject matter. OHM Advisors does not warrant the accuracy of the data and/or the map. This document is intended to depict the approximate spatial location of the mapped features within the Community and all use is strictly at the user's own risk.

Coordinate System: WGS 1984 Web Mercator Auxiliary Sphere

Map Published: December 13, 2022

OHM

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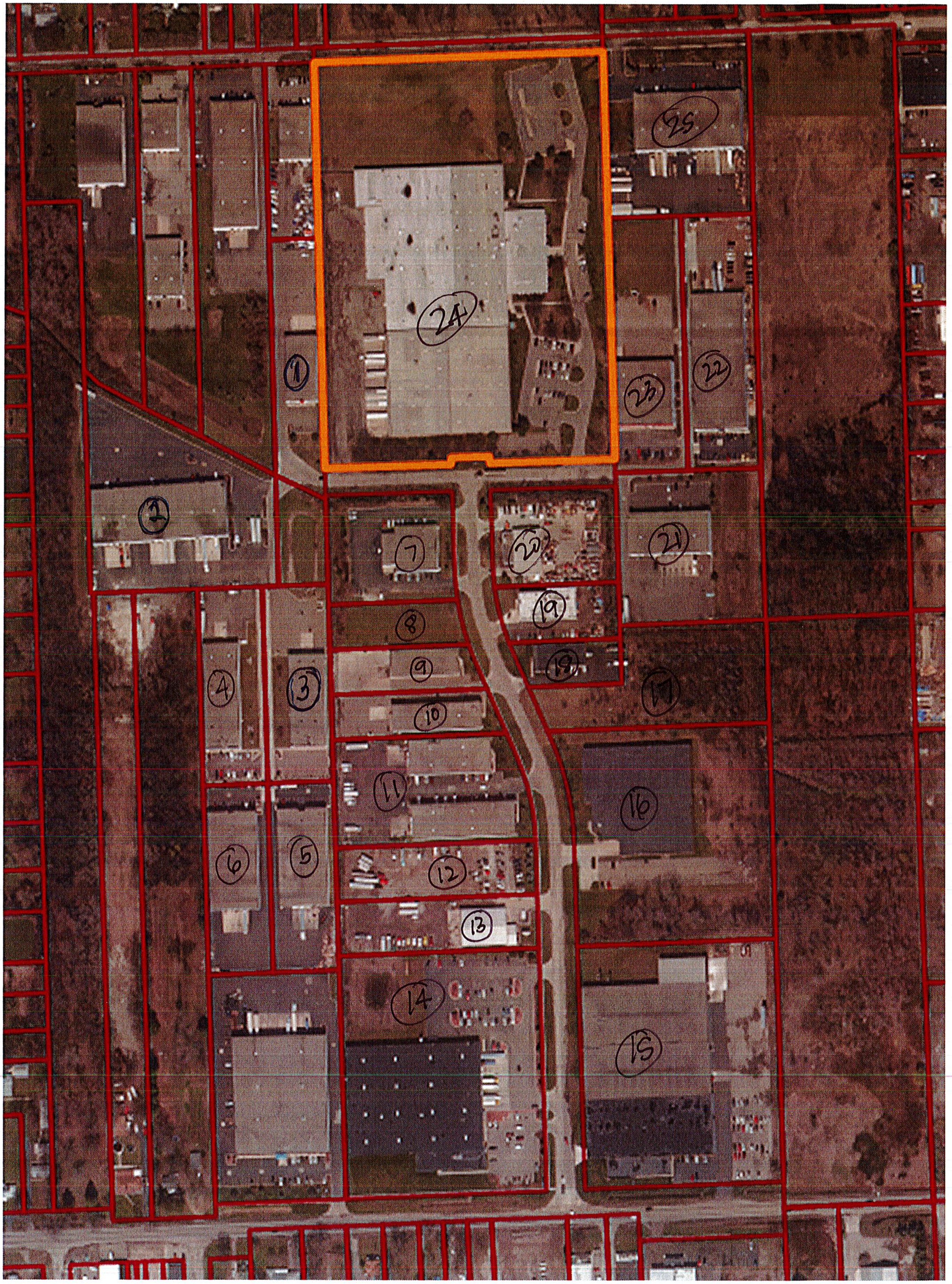
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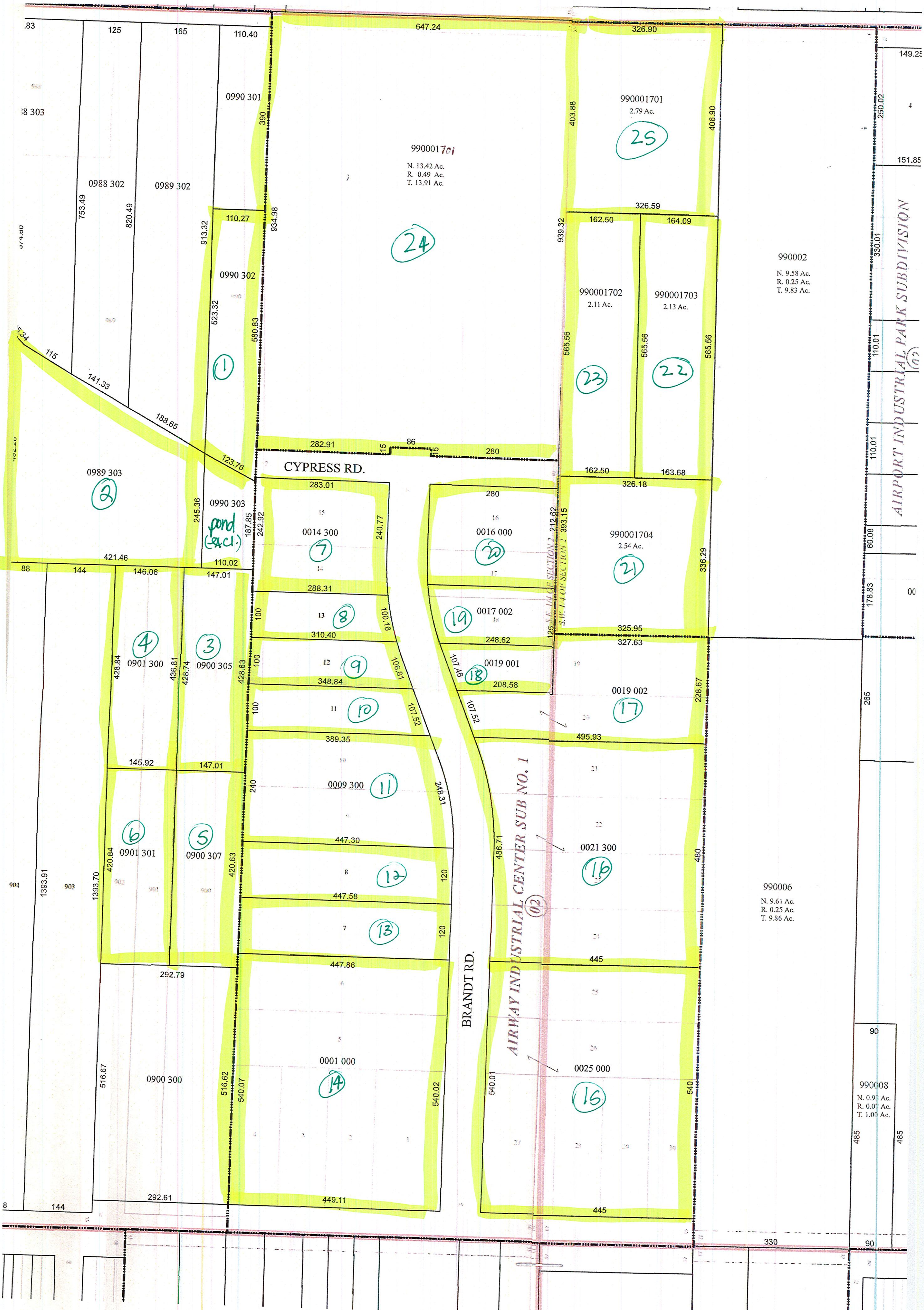

AL DESCRIPTIONS
SITE

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RODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT WRITTEN CONSENT.

GEOGRAPHICAL DATA PROVIDES A SPATIAL REPRESEN
PROVIDED. MAPS HAVE BEEN PRODUCED BY THE CITY

City of Romulus

Treasurer's Report

Council Meeting Held: **September 9, 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: **September 9, 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: **September 9, 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: **September 9, 2024**
Item No. 10.

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: **September 9, 2024**

Item No. A.

General Description: Approval of Warrant #: 24-17 for checks presented in the amount of $1,425,913.08.

Resolution No. ___________________

Moved by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Seconded by:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

---

Ayes:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Nays:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson
Abstain:	Abdo	Barden	Roscoe	Talley	Wadsworth	Williams	Wilson

MOTION CARRIED UNANIMOUSLY   MOTION CARRIED   MOTION FAILED

CITY OF ROMULUS
WARRANT REGISTER SUMMARY

Council Meeting Date: September 9, 2024
Warrant Number: 24-17

TOTAL WARRANT REGISTER **1,425,913.08**

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

9/4/2024

CHECK DISBURSEMENT REPORT FOR CITY OF ROMULUS
CHECK DATE FROM 08/22/24 - 09/04/24

.

Fund		Amount
Total for fund 101	General Fund	223,714.57
Total for fund 202	Major Street Fund	35,587.48
Total for fund 203	Local Street Fund	71,829.29
Total for fund 205	Public Safety Fund	16,531.60
Total for fund 208	Romulus Athletic Center	12.99
Total for fund 218	Merriman Rd. Spec. Assess	4,000.00
Total for fund 225	Community Employee Activity Fund	31.17
Total for fund 226	Garbage & Rubbish Collection Fund	3,359.85
Total for fund 247	Tax Increment Finance Authority	2,623.65
Total for fund 248	Downtown Development Authority	18,734.94
Total for fund 260	Michigan Indigent Defense Fund	8,253.00
Total for fund 271	Library Fund	5,732.64
Total for fund 592	Water & Sewer Fund	748,587.55
Total for fund 661	Motor Vehicle	34,150.90
Total for fund 664	Technology Services	13,384.14
Total for fund 676	Retiree's Ins. Benefits	4,628.31
Total for fund 701	Revolving Fund	5,120.00
Total for fund 702	General Tax Fund	720.00
Total for fund 703	Current Tax	153,658.75
Total for fund 704	Imprest Payroll Fund	60,848.66
Total for fund 705	Delq. Pers. Prop. Fund	14,403.59
TOTAL - ALL FUNDS		**1,425,913.08**

09/04/2024 CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 08/22/2024 - 09/04/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank POOL POOLED CASH						
08/26/2024	POOL	86182	4372	JOHN ANGEVINE	PUMPKIN FESTIVAL PUMPKIN CARVER 9.21.24	900.00
08/26/2024	POOL	86183	1127	STATE OF MICHIGAN	HURON RIVER DRIVE PAVING	35,567.13
09/04/2024	POOL	1789(E)	0017	BLUE CARE NETWORK	SEPTEMBER 2024 HEALTH INS	23,438.74
09/04/2024	POOL	1790(E)	2965	CLEAR RATE COMMUNICATIONS, INC.	ACCT# 4876633, 08/21/24 - 09/20/24	6,881.42
09/04/2024	POOL	1791(E)	0012	DTE ENERGY	7930 AMBER PUMP STATION 07/18/24 - 08/15	32.17
					PUMP STATION - 16326 HARRISON 07/18/24 -	108.98
					MARY ANN BANKS (RESTROOM) - 37350 GODDAR	18.73
					37200 GODDARD-MARY ANN BANKS PARK - 07/1	34.41
					PAVILION DOWNTOWN DDA - 36095 GODDARD 07	26.61
						220.90
09/04/2024	POOL	1792(E)	0891	HOME DEPOT	24/25 BLANKET PO FOR MISC SUPPLIES - DPW	121.51
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	276.63
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	20.20
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	41.20
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	12.76
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	149.80
					24/25 BLANKET PO FOR HOME DEPOT - MISC.	10.72
					24/25 BLANKET PO FOR HOME DEPOT - MISC.	223.27
					24/25 BLANKET PO FOR HOME DEPOT - MISC.	(12.88)
						843.21
09/04/2024	POOL	86184	2981	ACTRON SECURITY ALARM SYSTEMS. INC	PIGGYBACK GSA GL-07F-173CA DOOR SECURITY	12,666.14
09/04/2024	POOL	86185	1567	ALPHA PSYCHOLOGICAL SERVICES, PC	PSYCHOLOGICAL EXAMINATION	795.00
09/04/2024	POOL	86186	2804	AMAZON CAPITAL SERVICES	PAINT BRUSH HOLDER, D&D MINIATURES	70.29
					ZODIAC ACADEMY	319.49
					CRAFT SUPPLIES	213.04
					DONT BELIEVE EVERYTHING YOU THINK	14.68
					CLEAR STORAGE BOX	19.99
					YOUTH REPLACEMENTS SW/FLASH	50.62
					ACRYLIC MAGAZINE RACK	28.99
					ADULT HARLEY QUINN	46.27
					SPANISH EDITIONS	335.49
					PUTTING YOUR PRIORITIES FIRST	33.08
						1,131.94
09/04/2024	POOL	86187	4027	AMAZON CAPITAL SERVICES	ASSESSING 2025 CALENDARS	21.99
					MISC SUPPLIES FOR PATROL	50.51
					OFFICE SUPPLIES	38.60
					BLADES FOR 60' XMART/TOOL SET FOR BACK-H	316.94
					Inventory Order	496.66
					MISC. SUPPLIES	48.44
					ELECTIONS SUPPLIES	325.34
					CELL PHONE STORAGE CART & DVDS	816.72
					OFFICE CHAIRS W/FLIP UP ARMS FOR CONFERE	1,199.92
					COMMUNITY DEVELOPMENT SUPPLIES	51.95
					BARBIE MOVIE BLURAY FOR MOVIES IN THE PA	14.98
					MISCELLANEOUS SUPPLIES	35.98
						3,418.03
09/04/2024	POOL	86188	MISC	AMERICAN TRADEMARK CONSTRUCTION SER	REFUND HYDRANT METER #20209680 DEPOSIT	1,911.90
09/04/2024	POOL	86189	MISC	ANN SZLINIS	ANN SZLINIS - SEPTEMBER 2024 RETIREE HEA	336.41
09/04/2024	POOL	86190	1930	ASCAP	ANNUAL MUSIC LICENSING FEES OR DOWNTOWN	443.33
09/04/2024	POOL	86191	0525	ASSOC OF PUBLIC TREASURERS US&CANAD	ANNUAL MEMBERSHIP DUES 10.1.24 THRU 9.30	299.00
09/04/2024	POOL	86192	1081	ATCHINSON FORD SALES, INC.	24/25 BLANKET PO MISC VEHICLE REPAIRS -	94.64
					24/25 BLANKET PO MISC VEHICLE REPAIRS -	428.87
						523.51
09/04/2024	POOL	86193	3649	AUTO VALUE OF ROMULUS	24/25 BLANKET PO FOR MISC MECHANIC PURCH	12.87
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	84.28
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	14.63
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	140.99

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	140.99
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	64.46
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	87.53
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	27.96
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	439.34
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	53.80
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	506.57
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	37.58
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	279.95
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	79.47
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	62.79
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	57.89
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	18.51
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	9.58
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	46.58
						2,165.77
09/04/2024	POOL	86194	4153	BACK IN THE DAY BAND	PUMPKIN FESTIVAL PERFORMANCE 9.21.24- LA	2,000.00
09/04/2024	POOL	86195	1683	BAKER & TAYLOR	ACCOUNT # 251637 L154147 2 B00000	208.36
					ACCOUNT # 251637 L154147 2 B00000	28.77
					ACCOUNT # 251637 L154147 2 B00000	65.30
					ACCOUNT # 251637 L154147 2 B00000	273.60
					ACCOUNT # 251637 L154147 2 B00000	28.03
					ACCOUNT # 251637 L154147 2 B00000	101.04
					ACCOUNT # 251637 L154147 2 B00000	302.78
						1,007.88
09/04/2024	POOL	86196	3209	BENNETT, WENDY	BD BOND REFUND 16304 OAK TREE	200.00
09/04/2024	POOL	86197	0417	BLUE RIBBON CONTRACTING INC.	24/25 BLANKET PO FOR TOPSOIL & SAND - DP	80.00
09/04/2024	POOL	86198	4401	BOB MAXEY FORD	2 - 2024 FORD BRONCO MIDEAL CONTRACT# 07	67,420.00
09/04/2024	POOL	86199	0064	BOUND TREE MEDICAL LLC	24/25 BLANKET PO - MEDICAL SUPPLIES AND	200.52
09/04/2024	POOL	86200	0006	BRIAN GANNON	UB refund for account: 002849	790.40
09/04/2024	POOL	86201	2956	BSB COMMUNICATIONS, INC.	24/25 BLANKET PO FOR TECH SERVICES BSB E	450.00
09/04/2024	POOL	86202	1270	CARLISLE WORTMAN ASSOCIATES	PILOT REZONING AND SLU JULY 24	202.50
					TESLA JULY 24	877.50
					AVIS CAR STORAGE LOT JULY 24	2,035.00
						3,115.00
09/04/2024	POOL	86203	MISC	CHALIN MAKOWSKI	ANIMAL BOND SPAY / NEUTER REFUND 10/1/24	25.00
09/04/2024	POOL	86204	0943	CHAPP & BUSHEY OIL CO., INC	BULK FLUIDS NEEDED FOR VEHICALE & EQUIPM	1,852.43
09/04/2024	POOL	86205	MISC	CHELSEA PRICE	PARK RENTAL DEPOSIT 459933	50.00
09/04/2024	POOL	86206	3679	CHERYL MCGUIRE	24/25 INVERTED PO - CHERYL MCGUIRE - REC	325.00
09/04/2024	POOL	86207	0917	CITY OF WAYNE	36345 VAN BORN RD SW/WF JULY 2024	5,046.27
09/04/2024	POOL	86208	3709	CIVICPLUS, INC.	MUNICODE - CODIFICATION ANNUAL CONTRACT	2,632.25
					EXTENSION OF RFP 19/20-04 CIVICPLUS - NE	8,807.40
						11,439.65
09/04/2024	POOL	86209	0572	CONTRACTORS CONNECTION	Inventory Order	579.30
09/04/2024	POOL	86210	4407	DAVE MEYERS	DAVID FIO PUMPKIN FEST PERFORMANCE 9/21/	1,200.00
09/04/2024	POOL	86211	MISC	DAWN MALLOY	RE-CERTIFICATION CLASS	45.00
09/04/2024	POOL	86212	4044	DETROIT METRO AIRPORT CENTER LLC	12 MOS RECORDS STORAGE LEASE - 7/1/24 TO	1,236.98
09/04/2024	POOL	86213	3209	DILL ANGEL	BD BOND REFUND 6840 WAYNECORSE	695.00
09/04/2024	POOL	86214	0411	DORNBOS SIGN & SAFETY INC	LITTERING SIGNS	1,444.65
09/04/2024	POOL	86215	2594	DOWNRIVER UTIL WASTEWATER AUTHORITY	SRF BOND PAYMENTS OCTOBER 1, 2024 ALLOC	220,468.69
09/04/2024	POOL	86216	2594	DOWNRIVER UTILITY WASTEWATER AUTHOR	WASTEWATER DISPOSAL CHARGES JUNE 2024	125,548.48
09/04/2024	POOL	86217	3209	Dynamic Energy Solutions Inc	BD PAYMENT REFUND 34700 MCBRIDE	235.00
09/04/2024	POOL	86218	3298	ELECTROCYCLE, INC	24/25 BLANKET PO FOR TECH SERVICE ELECTO	84.00
09/04/2024	POOL	86219	3209	ERIE CONSTRUCTION MID-WEST INC	BD PAYMENT REFUND 15705 MEADOW	375.00
09/04/2024	POOL	86220	0604	FEDEX	SHIPPING FEES FOR UPS DELIVERY FROM ZONE	184.00
09/04/2024	POOL	86221	3829	FOSTER BLUE WATER OIL, LLC	24/25 INVERTED PO - ITB 19/20-21 2 YEA	60.00
					24/25 INVERTED PO - ITB 19/20-21 2 YEA	95.00
						155.00
09/04/2024	POOL	86222	2703	GALE/CENGAGE LEARNING	AUGUST WESTERN 2 PLAN	49.48

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/04/2024	POOL	86223	4273	GEM, INC.	POLICE- RTU 4 FAN BLADE MISSING AND PLUG	1,129.05
					NEW COURTHOUSE - UPSTAIRS NO COOLING	375.00
					FRONT A.C. UNIT ISSUE	250.00
					AIR CONDITION IN KENNEL AREA REPAIR	542.82
					POLICE DEPT - DETECTIVES ROOM NOT COOLIN	500.00
					POLICE DEPT - SERVER ROOM HOT	250.00
					NEW COURTHOUSE - NO POWER AT FAN BOX	375.00
					CITY HALL - LEAKING WATER SUPPLY LINE	250.00
					CITY HALL - HEAT PUMP 12 POURING WATER	250.00
					CITY HALL - MAYORS OFFICE WARM	250.00
					NEW COURTHOUSE - LEAKING GREASE NEWLY IN	375.00
					SENIOR CENTER - TSTAT RELOCATION RTU#2	1,840.25
					HVAC MAINTENANCE SERVICE	24,025.00
					DPW - DIRECTORS OFFICE WARM	375.00
					DPW - HIGH TEMPS	1,000.00
					NEW COURTHOUSE - NO COOLING	977.00
					SENIOR CENTER - RTU #5 DOWN	1,070.72
					SENIOR CENTER - RTU #1 DOWN	675.50
					NEW COURTHOUSE - THERMOSTAT DOWN JUDGE O	565.88
					OLD COURTHOUSE - NO COOLING	865.50
					CITY HALL - COOLING TOWER DOWN	625.00
					CITY HALL - BUILDING HOT	750.00
					SENIOR CENTER - HOT WATER EXPANSION TANK	625.00
					CITY HALL - HIGH TEMPS	375.00
					CITY HALL - NO POWER AT FUSES	260.00
					FIRE STATION 2 - NO COOLING IN SLEEPING	375.00
						38,951.72
09/04/2024	POOL	86224	0875	GENERAL FUND	AFLAC AUGUST 2024 3% ADMIIN FEE	227.00
					COLONIAL LIFE AUGUST 2024 2% ADMIN FEE	5.92
						232.92
09/04/2024	POOL	86225	0128	GIARMARCO, MULLINS, & HORTON, PC	70085-079B SUPER Y PLAZA	195.00
					70085-076B AVIS BUDGET CAR RENTAL	735.00
					70085-015B PLANNING	825.00
					70085-056B SAVOY ENERGY	2,250.00
						4,005.00
09/04/2024	POOL	86226	4300	GLOBAL EQUIPMENT COMPANY, INC.	SPEED HUMPS FOR STREETS	863.91
09/04/2024	POOL	86227	0631	GORDON FOOD SERVICE, INC.	PATRIOTS IN THE PARK, MOVIE IN R DIST, E	103.94
					PATRIOTS IN THE PARK, MOVIE IN R DIST, E	31.17
					PATRIOTS IN THE PARK, MOVIE IN R DIST, E	12.99
					MOVIES IN "R" DISTRICT EVENT	19.48
					ICE	19.96
						187.54
09/04/2024	POOL	86228	0338	GRAINGER INC.	24/25 BLANKET PO - FOR MISCELLANEOUS PUR	4.18
					24/25 BLANKET PO - FOR MISCELLANEOUS PUR	77.84
						82.02
09/04/2024	POOL	86229	3264	GREAT LAKES WATER AUTHORITY	ACCT # 100-2451-W WATER USAGE/FIXED CHAR	382,906.16
09/04/2024	POOL	86230	4310	HARTWELL CEMENT COMPANY	ITB 23/24-07 2024 CONCRETE PATCH PROGRAM	70,791.52
09/04/2024	POOL	86231	4406	HOME CITY ICE	26 BAGS OF ICE 20LB FOR PUMPKIN FEST	65.00
09/04/2024	POOL	86232	4408	IMARI LACY	COACHED FLAG FOOTBALL	200.00
09/04/2024	POOL	86233	3209	IONUT MARIUS PANDURU	BD BOND REFUND 28934 CULLEN	200.00
09/04/2024	POOL	86234	4169	JAC LED LIGHTING INC.	INSTALLATION OF ANTENNAS FOR THE DRONE F	2,623.65
09/04/2024	POOL	86235	1896	JAM BEST ONE FLEET SERVICE	LOW STOCK TRANSIT TIRES	448.76
09/04/2024	POOL	86236	4284	JMC EQUIPMENT LLC	RECHARGEABLE TIRE AND WHEEL LIFTER	2,079.50
09/04/2024	POOL	86237	4409	JUSTIN KING	FLAG FOOTBALL COACH	200.00
09/04/2024	POOL	86238	MISC	KANETRIA MARTIN	OVERPAYMENT OF HONORARY STREET SIGN	25.00
09/04/2024	POOL	86239	MISC	KATHY ABDO	OVERPAYMENT OF HONORARY STREET SIGN	25.00
09/04/2024	POOL	86240	MISC	KATRINA THOMAS	PARK RENTAL DEPOSIT 454163	50.00
09/04/2024	POOL	86241	4376	KODIAK EMERGENCY VEHICLES	PIGGYBACK 2024 CHEVY 2168 SUPERIOR WARRI	26,495.00
09/04/2024	POOL	86242	MISC	LARRY ROBBINS	OVERPAYMENT OF HONORARY STREET SIGN	25.00
09/04/2024	POOL	86243	4119	LAW OFFICES OF JOSHUA L. HADLEY	MIDC PROGRAM SERVICE JOSHUA L. HADLEY	2,498.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/04/2024	POOL	86244	3777	LAW OFFICES OF SAMER N. JADALLAH	MIDC SERVICE HOURS ATTORNEY SAMER JADALL	5,755.00
09/04/2024	POOL	86245	0886	LCAA C/O DEERFIELD TOWNSHIP	CLASS FOR 2025 ASSESSOR CERTIFICATION	25.00
09/04/2024	POOL	86246	4357	LEVI JOHNSON JR	PUMPKIN FESTIVAL PERFORMANCE 9.20.24- PE	1,500.00
09/04/2024	POOL	86247	4402	LIFELINE CONCORD, LLC	PRE HOSPITAL TRAUMA LIFE SUPPORT CLASS	2,625.00
09/04/2024	POOL	86248	MISC	MARY J. CARTER	OVERPAYMENT OF 2 HONORARY STREET SIGNS	50.00
09/04/2024	POOL	86249	2666	MAURER'S TEXTILE RENTAL SERVICES	24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	134.41
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	30.91
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	27.50
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	1.57
					24/25 INVERTED PO - ITB 21/22-17 UNIFORM	26.54
					24/25 INVERTED PO - ITB 21/22-17 UNIFORM	26.54
					24/25 INVERTED PO - ITB 21/22-17 UNIFORM	26.54
					24/25 INVERTED PO - ITB 21/22-17 UNIFORM	26.54
						300.55
09/04/2024	POOL	86250	0088	MESSENGER PRINTING SERVICE INC.	BUSINESS CARDS	74.50
09/04/2024	POOL	86251	3988	METRO ALARM SYSTEMS LLC	PIGGYBACK 2024 CHEVY 2168 SUPERIOR WARRI	32.99
09/04/2024	POOL	86252	0096	MICHIGAN MUNICIPAL LEAGUE	POLICY PREMIUM 7/1/24 - 7/1/25 5000050-2	37,177.00
09/04/2024	POOL	86253	0427	MIDWEST TAPE	CUSTOMER # 2000005771 BOOKS	11.24
09/04/2024	POOL	86254	4371	MONARCH WELDING & ENGINEERING, INC.	EMERGENCY REPAIR CITY HALL - COMPLETE ST	6,420.00
09/04/2024	POOL	86255	4107	MONEYGREEN LAWN SERVICE LLC	CHRISTMAS LIGHTING FOR MERRIMAN RD SAD F	4,000.00
09/04/2024	POOL	86256	3991	NATIONAL ANIMAL CARE & CONTROL ASSO	MEMBERSHIP DUES	25.00
09/04/2024	POOL	86257	0442	NORTHSIDE TRUE VALUE HARDWARE	24/25 BLANKET PO FOR MISC BUILDING MAINT	13.48
					24/25 BLANKET PO FOR MISC BUILDING MAINT	5.38
						18.86
09/04/2024	POOL	86258	4316	OCCMED CONNECT	REQUIRED EMPLOYEE VACCINATIONS	195.00
09/04/2024	POOL	86259	0736	ORCHARD, HILTZ & MCCLIMENT	BP EV CHARGING PREAPP	352.00
					GET N GO FUEL PREAPP	252.00
					RAC SOLAR PROJECT PREAPP	352.00
					SAVOY ENERGY RYZNAR	1,272.00
					TAPLIN ISSA BEVERYL PLAZA	6,904.00
					ROMULUS DISTRIBUTION CENTER	36,002.50
					ALI COLLISION	1,835.00
					ENERGY TRANSFER PARTNERS	504.00
					SELF STORAGE	3,379.00
						50,852.50
09/04/2024	POOL	86260	3280	OSBURN INDUSTRIES, INC.	TOP SOIL FOR RESTORATIONS	2,880.00
09/04/2024	POOL	86261	1131	OUTDOOR EXPERTS, INC	CLEAN UP AUGUST 28, LYNN, 35005, COR IT	2,320.00
					AUGUST 2024 WEED CUTTING COR ITB 20/21-	9,023.54
					AUGUST 2024 WEED CUTTING COR ITB 20/21-	1,408.24
						12,751.78
09/04/2024	POOL	86262	3335	OWEN G. DUNN COMPANY	SOLE SOURCE PURCHASE OF 3 ADDITIONAL EZ	9,510.28
					SOLESOURCE PURCHASE OF 5 VOTERS CHOICE E	14,955.00
						24,465.28
09/04/2024	POOL	86263	0984	PARKWAY SERVICES, INC.	HISTORICAL PARK HC PORTAJOHN 8/16/24-9/1	200.00
					PORTA POTTY SERVICES FOR ST. JOHN'S LODG	130.00
					PORTA POTTY SERVICES FOR ST. JOHN'S LODG	130.00
					PORTA POTTY SERVICES FOR ST. JOHN'S LODG	130.00
					PORTA POTTY SERVICES FOR ST. JOHN'S LODG	130.00
						720.00
09/04/2024	POOL	86264	MISC	PASTOR MARK ZOCKHEEM	PARK RENTAL DEPOSIT 453088	50.00
09/04/2024	POOL	86265	MISC	PATTY STAETTER	OVERPAYMENT OF HONORARY STREET SIGN	25.00
09/04/2024	POOL	86266	4245	PEGASUS ENTERTAINMENT, INC.	MOBILE STAGE, AUDIO PACKAGE & LIGHTING P	6,250.00
09/04/2024	POOL	86267	2960	PHOENIX SAFETY OUTFITTERS, LLC.	ITB 18/19-20 TURNOUT GEAR RENTAL FY 24/2	1,050.00
					TURNOUT GEAR RENTAL 7/24-9/24	100.00
					TURNOUT GEAR RENTAL 7/24-9/24	100.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					TURNOUT GEAR RENTAL 7/24-9/24	100.00
						1,350.00
09/04/2024	POOL	86268	3959	PRETTY FACE CLEANING SERVICES	11189 SHOOK RD CLEANING- FY 24/25	150.00
					GROWTH WORKS CLEANING -REIMBURSED THROUG	200.00
					GROWTH WORKS CLEANING -REIMBURSED THROUG	200.00
						550.00
09/04/2024	POOL	86269	1576	PRINTING SYSTEMS, INC.	I VOTED STICKERS	35.93
					AUG/NOV 2024 DUAL AV POSTCARDS - 2024 PR	626.08
						662.01
09/04/2024	POOL	86270	MISC	PRO LINE ASPHALT PAVING CORP	REF HYDRANT DEPOSIT #70425104	2,380.00
09/04/2024	POOL	86271	3117	QUADIENT LEASING USA INC	PIGGYBACK MIDEAL #171180000000009 IX-7 S	1,107.54
09/04/2024	POOL	86272	1952	RITTER GIS, INC.	24/25 GIS SUPPORT SERVICES FOR FD OPS -	340.00
09/04/2024	POOL	86273	0885	ROMULUS COMMUNITY SCHOOLS	DELINQUENT PERSONAL PROPERTY DISBURSEMEN	855.28
09/04/2024	POOL	86274	0189	ROSE PEST SOLUTIONS	24/25 INVERTED PO FOR ROSE PEST SOLUTIO	74.00
					24/25 INVERTED PO FOR ROSE PEST SOLUTIO	74.00
					24/25 INVERTED PO FOR ROSE PEST SOLUTIO	85.00
					24/25 INVERTED PO FOR ROSE PEST SOLUTIO	85.00
					24/25 INVERTED PO FOR ROSE PEST SOLUTIO	74.00
					24/25 INVERTED PO FOR ROSE PEST SOLUTIO	74.00
					24/25 INVERTED PO FOR ROSE PEST SOLUTIO	74.00
					24/25 INVERTED PO FOR ROSE PEST SOLUTIO	74.00
					24/25 INVERTED PO FOR ROSE PEST SOLUTIO	57.00
						671.00
09/04/2024	POOL	86275	0706	SAM'S CLUB DIRECT	MEMBERSHIP FEE 8/17/2024-8/16/2025	110.00
09/04/2024	POOL	86276	MISC	SHANNON KNIGHT	PARK RENTAL DEPOSIT 457947	50.00
09/04/2024	POOL	86277	3897	SPECTRUM PRINTERS, INC.	TEST DECK FOR AUGUST 2024 ELECTION	1,214.49
09/04/2024	POOL	86278	4040	STAPLES	Inventory Order	458.91
09/04/2024	POOL	86279	1127	STATE OF MICHIGAN	DUSBURSE 2024 C.T FOR AUGUST 1-15, 2024	152,655.76
09/04/2024	POOL	86280	4236	STRAIGHT 7 MUSIC, LLC	PUMPKIN FESTIVAL PERFORMANCE 9.20.24- SU	4,000.00
09/04/2024	POOL	86281	4254	TAYLOR H2O WORX LLC	WATER ACCOUNTABILITY TESTING PURPOSE-SEE	9,523.57
09/04/2024	POOL	86282	1739	THE LIBRARY NETWORK	ACCOUNT # ROMS #22	1,670.76
					ACCOUNT # ROMS #22	39.48
						1,710.24
09/04/2024	POOL	86283	3209	TOM TAULBEE	BD BOND REFUND 5875 MIDDLEBELT	4,000.00
09/04/2024	POOL	86284	3209	TYRRELL ELECTRIC INC	BD PAYMENT REFUND 6700 MERRIMAN	400.00
					BD PAYMENT REFUND 6710 MERRIMAN	400.00
						800.00
09/04/2024	POOL	86285	4370	VINCE MORENO	PUMPKIN FESTIVAL PERFORMANCE 9.21.24- VI	2,000.00
09/04/2024	POOL	86286	0657	WAYNE COUNTY LAND BANK	DISBURSE 2024 C.T. FOR AUGUST 1-15, 2024	1,002.99
09/04/2024	POOL	86287	0877	WAYNE COUNTY TREASURER'S ASSOC.	TRI-COUNTY LUNCHEON FOR SP AND TL	80.00
09/04/2024	POOL	86288	0885	WAYNE COUTNY TREASURER	4TH Q 23/24 TRAILER TAX DISBURSEMENT ROY	720.00
09/04/2024	POOL	86289	0885	WAYNE COUTNY TREASURER	DELINQUENT PERSONAL PROPERTY DISBURSEMEN	10,212.81
09/04/2024	POOL	86290	0065	WAYNE LAWN & GARDEN CENTER, INC.	24/25 BLANKET PO FOR MECH & GROUNDS - DP	87.72
09/04/2024	POOL	86291	0233	WESTLAND LOCK & KEY, INC.	24/25 BLANKET PO FOR BUILDING MAINT - DP	350.00
09/04/2024	POOL	86292	4379	WILLIAM GOTHRO	TUTORING FOR EMTS TAKING PARAMEDIC NATIO	100.00
09/04/2024	POOL	86293	0651	WOODLAND MEADOWS LANDFILL	23/24 INVERTED PO FOR RESIDENT DUMP PASS	739.20
					23/24 INVERTED PO FOR RESIDENT DUMP PASS	537.60
					23/24 INVERTED PO FOR RESIDENT DUMP PASS	638.40
						1,915.20

POOL TOTALS:	
Total of 116 Checks:	1,425,913.08
Less 0 Void Checks:	0.00
Total of 116 Disbursements:	1,425,913.08

City of Romulus

Communication

Council Meeting Held: **September 9, 2024**
Item No. 12

Councilperson Abdo: ______________________________

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Councilperson Barden: ______________________________

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Councilperson Roscoe: ______________________________

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Councilperson Talley: ______________________________

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Councilperson Wadsworth: ______________________________

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Councilperson Williams: ______________________________

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Councilperson Wilson: ______________________________

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City of Romulus

Adjournment

Council Meeting Held: **September 9, 2024**

Item No. 13

General Description: ____________________

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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