



**CITY OF ROMULUS – CITY COUNCIL
REGULAR MEETING AGENDA
December 23, 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, December 9, 2024, at 7:30 p.m.
- B. Approval of the Minutes from the Special Meeting - Study Session held on Monday, December 9, 2024, at 7:00 p.m. to discuss the Quarterly Investment Report.

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. Property Disposition Committee Appointment and Re-appointment
- B. Exemption of Principal Residence by Reason of Poverty
- C. City Owned Property
- D. Merriman Road SAD Pedestrian Street Lighting
- E. Lease Agreement between City of Romulus and Detroit Metro Airport Center LLC
- F. Professional Services Agreement with Best Practices Consulting Services
- G. ITB 24/25-05 2025 Official Newspaper

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

- A. Second Reading and Final Adoption of Budget Amendment 24/25-10
- B. Public Hearing Request for Monday, January 27, 2025, at 6:00 p.m. - Partial Street Vacation
- C. Study Session Request for Monday, January 27, 2025, at 6:30 p.m. - Audit Presentation for FY ending June 30, 2024
- D. Approval of the 2025 Citywide Yard Sale Dates
- E. Approval of the 2025 Regular Council Meeting Schedule
- F. Study Session Request for Monday, January 13, 2025, at 6:00 pm - Zoning Text Amendment
- G. **For Your Information:** 2025 Boards & Commissions Meeting Calendar

- Romulus Board of Review
- Romulus Library Board
- Police Fire & Safety Commission
- Cemetery Board of Trustees

- Planning Commission

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 #:24-24 for checks presented in the amount of \$874,633.61
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: **December 23, 2024**

Item No. A.

General Description: Approval of Agenda

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Minutes

Council Meeting Held: **December 23, 2024**

Item No. A.

General Description: Approval of Minutes from the Regular Meeting held on Monday, December 9, 2024, at 7:30 p.m.

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



MINUTES OF THE REGULAR ROMULUS CITY COUNCIL MEETING

December 9, 2024

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

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

Pledge of Allegiance

Roll Call

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

Absent / Excused: Allen Wilson

Administrative Officials in Attendance:

Robert McCraight, Mayor

Ellen L. Craig-Bragg, Clerk

Stacy Paige, Treasurer

Administrative Staff in Attendance:

D'Sjonaun Hockenhull - Deputy Clerk; Stephen Hitchcock - City Attorney; Jerry Frayer - DDA Director;

Nicole Harris - Police Captain

1. Agenda

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

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

Nays - None

Motion Carried Unanimously

2. Minutes

- A. **Res. #24-333** Moved by **William Wadsworth**, seconded by **Kathy Abdo** to approve the Minutes from the Regular Meeting held on Monday, November 25, 2024, at 7:30 p.m.

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

Nays - None

Motion Carried Unanimously

- B. **Res. #24-334** Moved by **William Wadsworth**, seconded by **Kathy Abdo** to approve the Minutes from the Special Meeting - Public Hearing held on Monday, November 25, 2024, at 7:00 p.m. to hear comments and/or objections to the proposed special assessment roll for street lighting on Wick Rd. (Wickham to Vining), Vining Rd. (I-94 to Ecorse), and Smith Rd. (Vining to Merriman).

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

Nays - None

Motion Carried Unanimously

3. Petitioner

- A. Petitioner: Rev. Author Willis Petition: No-fee permit and road closure request for the 2025 MLK Day Community Walk

Res. #24-335 Moved by **Tina Talley**, seconded by **Kathy Abdo** to approve a special event no-fee permit for the 2025 MLK Day Community Walk, the closure of Wick Road from the Romulus Middle School eastbound to Wayne Road, and the partial closure of Wayne Road from Wick Road south to the Romulus High School.

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

Nays - None

Motion Carried Unanimously

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

Res. #24-336 Moved by **Virginia Williams**, seconded by **Celeste Roscoe** to adopt a memorial resolution for the family of Marie Charles.

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

Nays - None

Motion Carried Unanimously

Res. #24-337 Moved by **Virginia Williams**, seconded by **William Wadsworth** to adopt a resolution recognizing Susan Evitts's years of service to the community.

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

Nays - None

Motion Carried Unanimously

- A. Approval of the Chairperson's Report

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

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

Nays - None

Motion Carried Unanimously

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

Res. #24-339 Moved by **Kathy Abdo**, seconded by **Celeste Roscoe** to adopt a resolution supporting House Bill 5333 and House Bill 5923.

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

Nays - None

Motion Carried Unanimously

- A. **Res. #24-339** Moved by **Tina Talley**, seconded by **Virginia Williams** to concur with the Administration and reappoint Councilman Wadsworth to the Employee Health Care Plan and Trust Committee for a one-year term that will expire on November 4, 2025.

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

Nays - None

Abstain - Wadsworth

Motion Carried

- B. Res. #24-340** Moved by **Tina Talley**, seconded by **Kathy Abdo** to concur with the Administration and re-appoint Wanda Sanchez to the Officer Compensation Commission with a term to expire on June 24, 2031.

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

Motion Carried Unanimously

- C. Res. #24-341** Moved by **Celeste Roscoe**, seconded by **William Wadsworth** to concur with the Administration and authorize the sole source purchase for the painting of a mural located at 37135 Goddard Road at a cost of \$19,000.00 with a 10% contingency for a total cost of \$20,900.00.

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

Motion Carried Unanimously

- D. Res. #24-342** Moved by **Celeste Roscoe**, seconded by **Tina Talley** to concur with the Administration and consent to piggyback on the Omnia Partners Contract 14-10 TCP, Schedule Anywhere Software for a three (3) year agreement with an annual cost of \$2,400.00, for a total cost of \$7,200.00.

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

Motion Carried Unanimously

- E. Res. #24-343** Moved by **Tina Talley**, seconded by **William Wadsworth** to concur with the Administration and introduce budget amendment 24/25-10 to recognize the MCOLES Continued Professional Education (CPE) funding and corresponding allowable expenses.

<u>FUND/DEPT. ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED BUDGET</u>
205-301-PS Police				
<u>Expense</u> 205-301-957.003	MCOLES CPE Training	\$-	\$61,500.00	\$61,500.00
<u>Revenue</u> 205-301-539.003	MCOLES CPE State Funding	\$-	\$61,500.00	\$61,500.00

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

Motion Carried Unanimously

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

- A. Res. #24-344** Moved by **Celeste Roscoe**, seconded by **Tina Talley** to adopt a resolution confirming and certifying the proposed special assessment roll for the ongoing energy and maintenance costs of street lighting on Wick (Wickham to Vining), Vining (I-94 to Ecorse), and Smith (Vining to Merriman) Roads.

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

Motion Carried Unanimously

- B. For Your Information:** Official Newspaper

7. Treasurer's Report – Stacy Paige, Treasurer

Treasurer Paige reminded residents that tax bills have been mailed out and are due February 14, 2024. She announced the last Veterans Monument Committee meeting at the Romulus VFW on December 11th at 5:00 p.m. Lastly, she reminded residents who purchased a Veterans Monument brick to contact her office for its return.

8. Public Comment

A resident addressed the City Council regarding another resident's large dog and requested assistance in enforcing the leash law.

9. Unfinished Business

Councilwoman Williams inquired about an update regarding parking on Dexter St. Mayor McCraight replied that he would reach out to the Planning Commission to see the status of the recommended ordinance amendments and submit a report to the Council.

10. New Business

11. Warrant

- A.** Approval of Warrant #: 24-23 for checks presented in the amount of \$1,298,620.54

Res. #24-345 Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve Warrant #: 24-23 for checks presented in the amount of \$1,298,620.54

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

Nays - None

Motion Carried Unanimously

12. Communication

Councilwoman Talley commented on previous community events and commended Osborn Concrete for their donation to the Romulus Community Schools.

Councilwoman Williams announced a turkey dinner giveaway for Romulus residents at the Romulus High School.

13. Adjournment

Moved by **William Wadsworth**, seconded by **Kathy Abdo** to adjourn the meeting at 8:42 p.m.

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

Nays - None

Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan do hereby certify the foregoing to be a true copy of the minutes of the regular meeting of the Romulus City Council held on December 9, 2024.



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



City of Romulus

Minutes

Council Meeting Held: **December 23, 2024**

Item No. B.

General Description: Approval of the Minutes from the Special Meeting - Study Session held on Monday, December 9, 2024, at 7:00 p.m. to discuss the Quarterly Investment Report.

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



**MINUTES OF THE ROMULUS CITY COUNCIL SPECIAL MEETING – STUDY SESSION
December 9, 2024**

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

Mayor Pro Tem John Barden called the meeting to order at 7:00 p.m.

1. Roll Call

Present: Kathy Abdo, John Barden, Tina Talley, William Wadsworth

Absent / Excused: Celeste Roscoe, Virginia Williams, Allen Wilson

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

- 2.** Moved by **Tina Talley**, seconded by **William Wadsworth** to accept the Special Meeting - Study Session Agenda as presented.

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

Nays - None

Motion Carried Unanimously.

3. Discussion: Quarterly Investment Report

City Treasurer Stacy Paige led the discussion. She reviewed the required purpose of the investment report presentation and presented a PowerPoint from PFM Asset Management, LLC, where she examined the Federal Rate Cut, Labor Market, and Consumer Price Index. She briefly touched on the Portfolio Snapshot, including duration distribution and sector allocation review. Treasurer Paige affirmed that the city continues to diversify its portfolio by moving investments that benefit the city. She concluded the presentation by reviewing the portfolio performance, accrual basis earnings, and portfolio summary of accounts.

4. Public Comment - None

- 5.** Moved by **William Wadsworth**, seconded by **Tina Talley** to adjourn the Special Meeting at 7:16 p.m.

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

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 – Study Session of the Romulus City Council held on December 9, 2024.

A handwritten signature in black ink, reading "Ellen L. Craig-Bragg".

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



City of Romulus

Petitioner

Council Meeting Held:

December 23, 2024

Item No. 3

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Seconded by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Ayes: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Nays: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Abstain: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

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

Council Meeting Held: December 23, 2024

Item No. A.

General Description: Approval of the Chairperson's Report

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: December 23, 2024

Item No. A.

General Description: Property Disposition Committee Appointment and Re-appointment

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: Appointment and Re-Appointment to the Property Disposition Committee
DATE: 12/19/2024

I am hereby requesting approval of the following resident appointment to the Property Disposition Committee:

Gary Harris with a term to expire on 1/25/28

I am also requesting approval of the following resident re-appointment to the Property Disposition Committee:

Tracy Leininger with a term to expire on 1/25/28

Two motions are required:

Motion by _____ supported by _____,
to concur with the administration and approve the appointment of Gary Harris
to the Property Disposition Committee with a term expiring 1/25/28.

Motion by _____ supported by _____,
to concur with the administration and approve the re-appointment of Tracy
Leininger to the Property Disposition Committee with a term expiring 1/25/28.



Memorandum

To: Mayor Robert A. McCraight
From: Julie Albert, Director of Assessing & Financial Services
cc: Julie Wojtylko, Chief of Staff via email
Date: December 13, 2024
Subject: Council Agenda item for December 23, 2024
Appointment to the Property Disposition Committee

I respectfully request that the Honorable City Council re-appoint Tracy Leininger and appoint Gary Harris as the resident representatives to the Property Disposition Committee with a term to commence immediately and end December 23, 2028.

If you require additional information, please contact me at (734) 955-4520.



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **December 23, 2024**

Item No. B.

General Description: Exemption of Principal Residence by Reason of Poverty

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: Exemption of Principal Residence by Reason of Poverty
DATE: November 27, 2024

I concur with the recommendation of Julie Albert, Director of Assessing & Financial Services, and respectfully request Council adopt the attached Resolution for the City of Romulus Poverty Exemption for 2025 to be used by the Board of Review to review or approve poverty exemptions.

Motion by _____, supported by _____, to concur with the administration and adopt the attached Resolution for the City of Romulus Poverty Exemption for 2025 to be used by the Board of Review to review or approve poverty exemptions.



MEMORANDUM

To: Mayor Robert A. McCraight

From: Julie Albert, Director of Assessing & Financial Services

Date: December 13, 2024

Subject: **Council Agenda Item for December 23, 2024**
Exemption of Principal Residence by Reason of Poverty

Michigan Compiled Laws 211.7u (of the General Property Tax Act) requires the governing body to adopt a policy, including an asset test, to be used by the Board of Review to approve or deny poverty exemptions.

I am respectfully requesting that the Honorable Romulus City Council approve the attached "Resolution for City of Romulus Poverty Exemptions".

- ❖ The 2024 guidelines were approved by the Romulus City Council on January 22, 2024 (Resolution #24-028).
- ❖ The 2023 guidelines were approved by the Romulus City Council on December 12, 2023 (Resolution #22-304).
- ❖ The 2022 guidelines were approved by the Romulus City Council on January 24, 2022 (Resolution #22-015).
- ❖ The 2021 guidelines were approved by the Romulus City Council on February 22, 2021 (Resolution #21-048).
- ❖ The 2020 guidelines were approved by the Romulus City Council on November 25, 2019 (Resolution # 19-356).
- ❖ The 2019 guidelines were approved by the Romulus City Council on November 26, 2018 (Resolution #18-402).
- ❖ The 2018 guidelines were approved by the Romulus City Council on December 27, 2017 (Resolution #17-449).

I will be in attendance at the Council meeting.



MEMORANDUM

To: Mayor Robert A. McCraight

From: Julie Albert, Director of Assessing & Financial Services

Date: November 21, 2024

Subject: **Council Agenda Item for December 23, 2024**
Exemption of Principal Residence by Reason of Poverty

Michigan Compiled Laws 211.7u (of the General Property Tax Act) requires the governing body to adopt a policy, including an asset test, to be used by the Board of Review to approve or deny poverty exemptions.

I am respectfully requesting that the Honorable Romulus City Council approve the attached "Resolution for City of Romulus Poverty Exemptions".

- ❖ The 2024 guidelines were approved by the Romulus City Council on January 22, 2024 (Resolution #24-028).
- ❖ The 2023 guidelines were approved by the Romulus City Council on December 12, 2023 (Resolution #22-304).
- ❖ The 2022 guidelines were approved by the Romulus City Council on January 24, 2022 (Resolution #22-015).
- ❖ The 2021 guidelines were approved by the Romulus City Council on February 22, 2021 (Resolution #21-048).
- ❖ The 2020 guidelines were approved by the Romulus City Council on November 25, 2019 (Resolution # 19-356).
- ❖ The 2019 guidelines were approved by the Romulus City Council on November 26, 2018 (Resolution #18-402).
- ❖ The 2018 guidelines were approved by the Romulus City Council on December 27, 2017 (Resolution #17-449).

I will be in attendance at the Council meeting.

Resolution for City of Romulus Poverty Exemptions

WHEREAS, the adoption of guidelines for poverty exemptions is required of the City Council; and

WHEREAS, the principal residence of persons, who the Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the City of Romulus, Wayne County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible under this section, a person shall do all of the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) P.A. 390 of 1994 requires that **ALL persons residing in the household MUST** submit copies of the following **SIGNED** documents:

- **Poverty Exemption Application- Form 5737**
- **Affirmation of Ownership & Occupancy – Form 5739**
- **Federal Income Tax Returns**
- **State Income Tax Returns**
- **Poverty Exemption Affidavit - Form 4988**
 - *MUST be completed for each person residing in the residence who was not required to file federal or state income tax returns in the current year or in the immediately preceding year.*
- **Homestead Property Tax Credit Claim Form - Form MI-1040CR**
 - *MUST be filed (even if you are not required to file Federal or State income tax returns)*
- Copies of ALL supporting documentation (i.e. W-2 forms, 1099's, schedules, etc.).

- 3) Provide a valid driver's license or other form of identification for all person residing in the household. The most recent report card must be provided for school aged dependents. A birth certificate must be provided for non-school aged dependents.
- 4) The Board of Review shall consider income from ALL sources and from ALL occupants of the homestead when determining whether an applicant meets poverty exemption requirements as adopted by the City Council. This includes all items in Part 5 of the application as well as food assistance/Bridge card (include the name and phone number of your case worker), family assistance/contributions from persons not living in the residence, regular payments from social security, railroad retirement, unemployment, worker's compensation, veteran's payments, public assistance, SSI, alimony, child support, military family allotments, private and government retirement and disability pensions, regular insurance, annuity payments, college or university scholarships, financial aid, grants, fellowships, assistantships, dividends, interest, and net income from rentals, royalties, estates, trusts, gambling or lottery winnings.
- 5) The combined assets of all persons residing in the household (not including the value of the principal residence) **MUST NOT** exceed \$30,000. Assets include but are not limited to: real estate other than the principal residence, recreational vehicles such as campers, motor

homes, boats and ATVs, jewelry, antiques, art, bank accounts (checking, savings, certificates of deposit, etc), stocks, savings bonds, money received from the sale of property, withdrawals of bank deposits, borrowed money, gifts, loans, lump sum inheritances, and one time insurance payments, food or housing received in lieu of wages, federal non-cash benefits such as Medicare, Medicaid, food stamps, and school lunches.

- 6) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 7) If home has been purchased within the previous 2 years, all closing documentation must be included.
- 8) The Board of Review may require a home audit and inspection done by the Department of Assessment and/or Building Department as part of the application process.
- 9) Federal poverty income guidelines shall be used in the determination of the poverty exemptions. They are updated annually by the **United States Department of Health and Human Services and published by the State Tax Commission**. The annual income includes income for all person residing in the household. The total household income ***must be less than or equal*** to the guidelines in order to be considered for this type of exemption.

In accordance with PA 253 of 2020 the City of Romulus allows for a 50% reduction to taxable value if poverty exemption is granted.

It should be recognized that the poverty exemption reduction is a form of ***temporary assistance*** for those who are undergoing a difficult financial time. Any relief granted is for the current year only.

The Board of Review may reject any application where the information contained in it appears fraudulent, misleading, inaccurate, or incomplete. Failure to complete all sections of the application and/or failure to submit signed copies of all tax forms or other required documentation will result in the poverty exemption application being denied. The Board of Review must have complete, accurate data in order to review this appeal. PLEASE COMPLETE ALL AREAS – DO NOT LEAVE ANY SECTION BLANK. Use N/A if an area does not apply to you.

The Board of Review may not act outside the guidelines due to compelling reasons or extenuating circumstances.

Due Dates: The application for exemption shall be filed after January 1, but one day prior to the last day of the December Board of Review during the year in which the exemption is requested. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption.

Appeal Rights: An appeal of a decision of the March Board of Review is made by completing and submitting a petition to the Michigan Tax Tribunal no later than July 31 of the same year. A decision of the July or December Board of Review may be appealed by completing and submitting a petition to the Michigan Tax Tribunal within 35 days of the July or December Board of Review's decision. More information on how to file an appeal is available by visiting the Michigan Tax Tribunal's website at <https://www.michigan.gov/taxtribunal>.



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RACHAEL EUBANKS
STATE TREASURER

**Bulletin 17 of 2024
November 19, 2024
Procedural Changes for 2025**

TO: Assessing Officers and County Equalization Directors

FROM: Michigan State Tax Commission

SUBJECT: Procedural Changes for the 2025 Assessment Year

The purpose of this Bulletin is to provide information on statutory changes, procedural changes and reminders for the 2025 assessment year. Additional guidance may be issued later if any pending legislation is enacted by the end of the year.

A. Inflation Rate Used in the 2025 Capped Value Formula

The inflation rate, expressed as a multiplier, to be used in the 2025 Capped Value Formula is 1.031.

The 2025 Capped Value Formula is as follows:

$$\text{2025 CAPPED VALUE} = (\text{2024 Taxable Value} - \text{LOSSES}) \times 1.031 + \text{ADDITIONS}$$

The formula above does not include 1.05 because the inflation rate multiplier of 1.031 is lower than 1.05.

B. Federal Poverty Guidelines Used in the Determination of Poverty Exemptions for 2025

Local governing bodies are required to adopt guidelines that set income levels for their poverty exemption guidelines and those income levels **shall not be set lower** by a city or township than the federal poverty guidelines updated annually by the U.S.

Department of Health and Human Services. This means, for example, that the income level for a household of 3 persons shall not be set lower than \$24,860 which is the amount shown on the following chart for a family of 3 persons. The income level for a family of 3 persons may be set higher than \$24,860. Following are the federal poverty guidelines for use in setting poverty exemption guidelines for 2025 assessments:

Size of Family Unit	Poverty Guidelines
1	\$15,060
2	\$20,440
3	\$25,820

Size of Family Unit	Poverty Guidelines
4	\$31,200
5	\$36,580
6	\$41,960
7	\$47,340
8	\$52,720
For each additional person	\$5,380

Note: MCL 211.7u states that the poverty exemption guidelines established by the governing body of the local assessing unit shall also include an asset level test. An asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes. The asset test should calculate a maximum amount permitted and all other assets above that amount should be considered as available. Please see STC Bulletin 22 of 2023 for more information on poverty exemptions.

Note: MCL 211.7u allows an affidavit (Treasury Form 4988) to be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current year or in the immediately preceding year. This includes the owner of the property who is filing for the exemption.

C. Sales Studies

Equalization study dates are as follows for 2025 equalization:

Two Year Study: April 1, two years prior through March 31, current year

Single Year Study: October 1, preceding year through September 30, current year

For 2024 studies for 2025 equalization the dates are as follows:

Two Year Study: April 1, 2022 through March 31, 2024

Single Year Study: October 1, 2023 through September 30, 2024

Note that the time period revisions apply to all equalization studies, that is: sales ratio studies, land value studies and economic condition factor studies for appraisals. Also note that the revised time period for two-year studies applies to all real property classifications.

D. Property Classification

The State Tax Commission reminds assessors that classification is to be determined annually and is based upon the current use of the property **and not** highest and best use of the property. The Commission is aware that some assessors are still classifying property according to highest and best use and/or are not classifying property on an annual basis. The Commission asks that all assessors take the necessary steps to ensure that all real and personal property is properly classified according to MCL 211.34c.



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: December 23, 2024

Item No. C.

General Description: City Owned Property

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: City Owned Property
DATE: December 18, 2024

I concur with the recommendation of the Property Disposition Committee, and respectfully request authorization from Council for the City to transfer, via quit claim deed, the following excess City owned properties to the Wayne County Land Bank:

80 030 01 0001 300 / 80 030 01 0013 000 / 80 030 01 0131 000 /
80 030 01 0142 000 / 80 030 01 0150 300 / 80 030 01 0281 000
(aerial map, tax map and real estate summaries attached)

Motion by _____, supported by _____, to concur with the administration and the Property Disposition Committee and authorize the City to transfer, via quit claim deed, the following excess City owned properties to the Wayne County Land Bank:

80 030 01 0001 300 / 80 030 01 0013 000 / 80 030 01 0131 000 /
80 030 01 0142 000 / 80 030 01 0150 300 / 80 030 01 0281 000
(aerial map, tax map and real estate summaries attached)



Memorandum

To: Honorable City Council
From: Property Disposition Committee (Albert, Craig-Bragg, & Krause)
cc: Mayor Robert A. McCraight
Kevin Krause, Director of Community Safety & Development
Date: December 09, 2024
Subject: City Council Agenda **December 23, 2024** – city owned property

The Property Disposition Committee recommends to City Council that the City transfer via quit claim deed the following excess City owned properties to the Wayne County Land Bank:

80 030 01 0001 300 / 80 030 01 0013 000 / 80 030 01 0131 000 /
80 030 01 0142 000 / 80 030 01 0150 300 / 80 030 01 0281 000
(aerial map, tax map and real estate summaries attached)



22	21	18	17	14	13	10	9	6	5	2	1
23	24	19	20	15	16	11	12	7	8	3	4
26	25	30	29	34	33	38	37	42	41	46	45
27	28	31	32	35	36	39	40	43	44	47	48
70	69	66	65	62	61	58	57	54	53	50	49
71	72	67	68	63	64	59	60	55	56	51	52
74	73	78	77	82	81	86	85	90	89	94	93
75	76	79	80	83	84	87	88	91	92	95	96
118	117	114	113	110	109	106	105	102	101	98	97
119	120	115	116	111	112	107	108	103	104	99	100
122	121	126	125	130	129	134	133	138	137	142	141
123	124	127	128	131	132	135	136	139	140	143	144

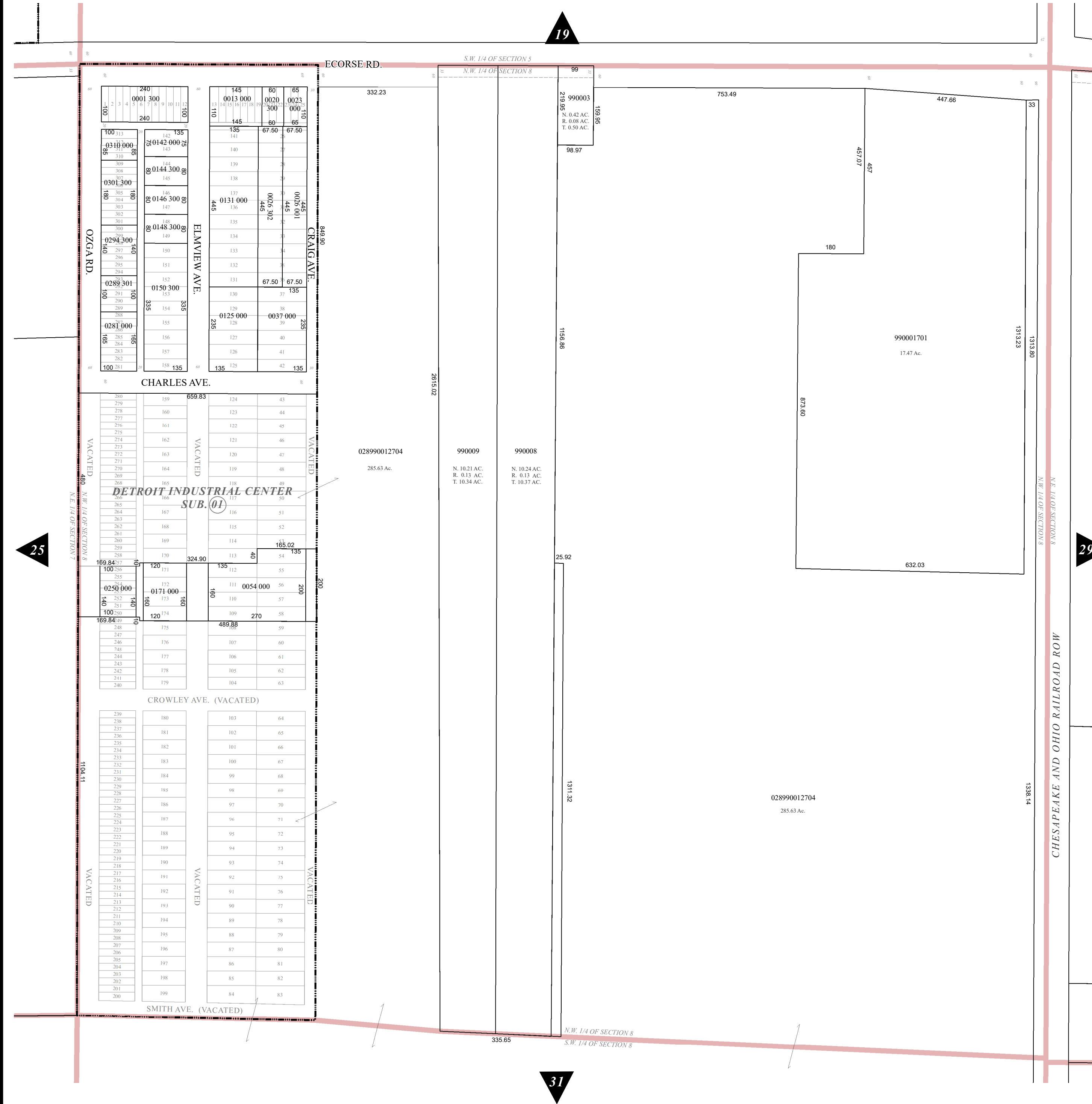
LAST UPDATED: FEBRUARY 19, 2024

Created:	6/1/41		
Revised:	6/11/51	8/3/70	9/4/90
	11/4/53	6/23/83	
	3/7/68	5/6/85	

N.W. 1/4 SECTION 8
CITY OF ROMULUS
T. 3 S. R. 9 E.
WAYNE COUNTY, MICHIGAN

SCALE 1 INCH = 200 FEET

ALL RIGHTS RESERVED. NO PART OF THIS MAP MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT PERMISSION IN WRITING, FROM THE COPYRIGHT OWNER. COPYRIGHT INFRINGEMENTS WILL BE PROSECUTED TO THE FULL EXTENT ALLOWABLE BY LAW, UNDER THE FEDERAL COPYRIGHT STATUTE, 17 U.S.C. I.C.I,ET AL.



FOR PARCEL INFORMATION AND LEGAL DESCRIPTIONS
PLEASE VISIT OUR WEBSITE

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Real Estate Summary Sheet

Information herein deemed reliable but not guaranteed

12/09/2024 11:15 AM

Parcel:	80 030 01 0001 300	Current Class:	402.RESIDENTIAL-VACANT
Owner's Name:	CITY OF ROMULUS	Previous Class:	402.RESIDENTIAL-VACANT
Property Address:	ECORSE/OZGA ROMULUS, MI 48174	Taxable Status	EXEMPT (211.7M)
Liber/Page:		Prev. Taxable Statu:	TAXABLE
Split:	01/19/2018	Gov. Unit:	80 CITY OF ROMULUS
Public Impr.:	None	MAP #	ZONING: RES 08-248
Topography:	None	School:	82130 ROMULUS COMMUNITY SCHOOLS
		Neighborhood:	00004 00004 NORTH WEST
Mailing Address:	Description:		
CITY OF ROMULUS	08C1 TO C 12		
DEPT OF ASSESSMENT	LOTS 1 THRU 12		
11111 WAYNE	DETROIT INDUSTRIAL CENTER SUB		
ROMULUS MI 48174	T3S R9E L58 P96 WCR		
	SPLIT/COMBINED ON 01/19/2018 FROM 80 030 01 0001 000, 80 030 01 0002 000;		

Most Recent Sale Information

None Found

Most Recent Permit Information

None Found

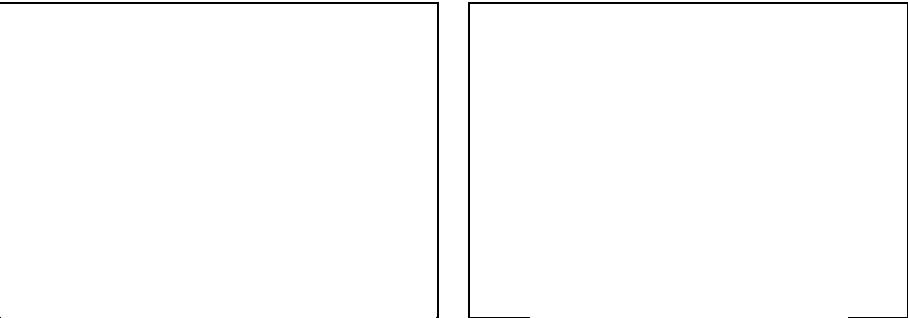
Physical Property Characteristics

2025 S.E.V.:	Tentative	2025 Taxable:	Tentative	Lot Dimensions:	
2024 S.E.V.:	4,200	2024 Taxable:	4,200	Acreage:	0.56
Zoning:	R1A/RCOD	Land Value:	Tentative	Frontage:	240.0
PRE:	0.000	Land Impr. Value:	Tentative	Average Depth:	100.0

Improvement Data

None

Image/Sketch



Real Estate Summary Sheet

Information herein deemed reliable but not guaranteed 12/09/2024 11:15 AM

Parcel:	80 030 01 0013 000	Current Class:	402.RESIDENTIAL-VACANT
Owner's Name:	CITY OF ROMULUS	Previous Class:	402.RESIDENTIAL-VACANT
Property Address:	ECORSE/ELMVIEW ROMULUS, MI 48174	Taxable Status	EXEMPT (211.7M)
Liber/Page:		Prev. Taxable Statu:	TAXABLE
Split:	/ /	Gov. Unit:	80 CITY OF ROMULUS
Public Impr.:	None	MAP #	ZONING: RES 08-248
Topography:	None	School:	82130 ROMULUS COMMUNITY SCHOOLS
		Neighborhood:	00004 00004 NORTH WEST
Mailing Address:	Description:		
CITY OF ROMULUS	08C13 TO 19		
DEPT OF ASSESSMENT	LOTS 13 TO 19 INCL ALSO N 1/2 ADJ VAC ALLEY		
11111 WAYNE	DETROIT INDUSTRIAL CENTER SUB		
ROMULUS MI 48174	T3S R9E L58 P96 WCR		

Most Recent Sale Information

None Found

Most Recent Permit Information

None Found

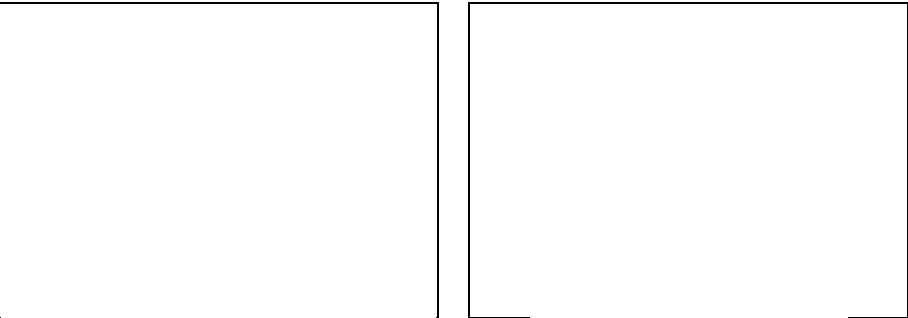
Physical Property Characteristics

2025 S.E.V.:	Tentative	2025 Taxable:	Tentative	Lot Dimensions:	
2024 S.E.V.:	2,500	2024 Taxable:	2,500	Acreage:	0.33
Zoning:	R1A/RCOD	Land Value:	Tentative	Frontage:	145.0
PRE:	0.000	Land Impr. Value:	Tentative	Average Depth:	110.0

Improvement Data

None

Image/Sketch



Real Estate Summary Sheet

Information herein deemed reliable but not guaranteed

12/09/2024 11:15 AM

Parcel:	80 030 01 0131 000	Current Class:	402.RESIDENTIAL-VACANT
Owner's Name:	CITY OF ROMULUS	Previous Class:	402.RESIDENTIAL-VACANT
Property Address:	ELMVIEW ROMULUS, MI 48174	Taxable Status	EXEMPT (211.7M)
Liber/Page:		Prev. Taxable Statu:	TAXABLE
Split:	/ /	Gov. Unit:	80 CITY OF ROMULUS
Public Impr.:	None	MAP #	ZONING: RES 08-248
Topography:	None	School:	82130 ROMULUS COMMUNITY SCHOOLS
		Neighborhood:	00004 00004 NORTH WEST
Mailing Address:			
CITY OF ROMULUS	Description:		
DEPT OF ASSESSMENT	08C131 TO 141		
11111 WAYNE	LOT 131 TO 141 INCL ALSO S 1/2 OF ADJ ALLEY		
ROMULUS MI 48174	DETROIT INSUSTRIAL CENTER SUB		
	T3S R9E L58 P96 WCR		

Most Recent Sale Information

None Found

Most Recent Permit Information

None Found

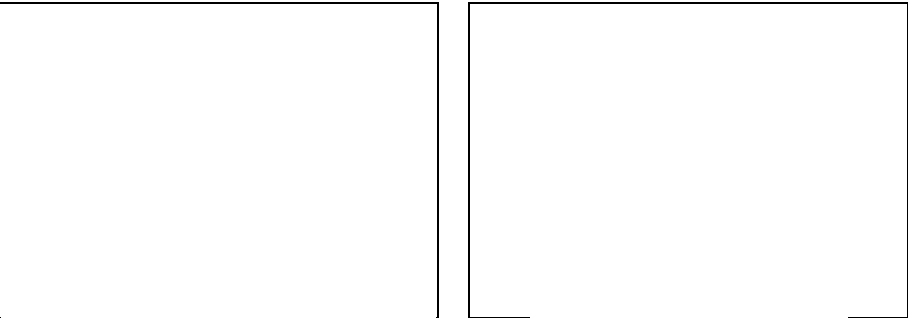
Physical Property Characteristics

2025 S.E.V.:	Tentative	2025 Taxable:	Tentative	Lot Dimensions:	
2024 S.E.V.:	7,500	2024 Taxable:	7,500	Acreage:	1.38
Zoning:	R1A/RCOD	Land Value:	Tentative	Frontage:	135.0
PRE:	0.000	Land Impr. Value:	Tentative	Average Depth:	445.0

Improvement Data

None

Image/Sketch



Real Estate Summary Sheet

Information herein deemed reliable but not guaranteed 12/09/2024 11:15 AM

Parcel:	80 030 01 0142 000	Current Class:	402.RESIDENTIAL-VACANT
Owner's Name:	CITY OF ROMULUS	Previous Class:	402.RESIDENTIAL-VACANT
Property Address:	ELMVIEW ROMULUS, MI 48174	Taxable Status	EXEMPT (211.7M)
Liber/Page:		Prev. Taxable Statu:	TAXABLE
Split:	/ /	Gov. Unit:	80 CITY OF ROMULUS
Public Impr.:	None	MAP #	ZONING: RES 08-248
Topography:	None	School:	82130 ROMULUS COMMUNITY SCHOOLS
		Neighborhood:	00004 00004 NORTH WEST
Mailing Address:	Description:		
CITY OF ROMULUS	08C142		
DEPT OF ASSESSMENT	LOTS 142 AND 143		
11111 WAYNE	DETROIT INDUSTRIAL CENTER SUB		
ROMULUS MI 48174	T3S R9E L58 P96 WCR		

Most Recent Sale Information

None Found

Most Recent Permit Information

None Found

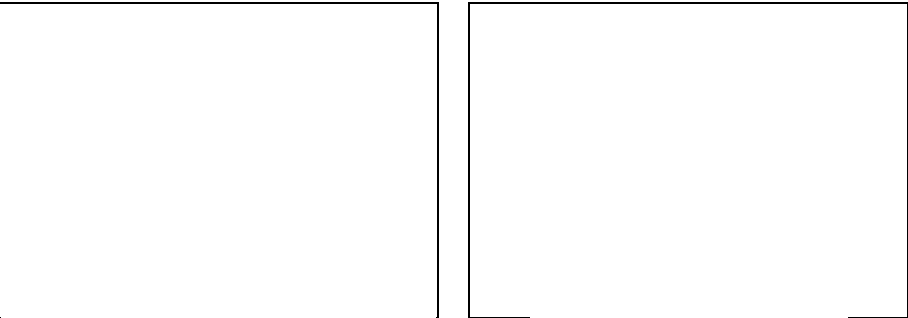
Physical Property Characteristics

2025 S.E.V.:	Tentative	2025 Taxable:	Tentative	Lot Dimensions:	
2024 S.E.V.:	1,600	2024 Taxable:	1,600	Acreage:	0.21
Zoning:	R1A/RCOD	Land Value:	Tentative	Frontage:	75.0
PRE:	0.000	Land Impr. Value:	Tentative	Average Depth:	120.0

Improvement Data

None

Image/Sketch



Real Estate Summary Sheet

Information herein deemed reliable but not guaranteed 12/09/2024 11:15 AM

Parcel:	80 030 01 0150 300	Current Class:	402.RESIDENTIAL-VACANT
Owner's Name:	CITY OF ROMULUS	Previous Class:	402.RESIDENTIAL-VACANT
Property Address:	ELMVIEW ROMULUS, MI 48174	Taxable Status	EXEMPT (211.7M)
Liber/Page:		Prev. Taxable Statu:	TAXABLE
Split:	/ /	Gov. Unit:	80 CITY OF ROMULUS
Public Impr.:	None	MAP #	ZONING: RES 08-248
Topography:	None	School:	82130 ROMULUS COMMUNITY SCHOOLS
		Neighborhood:	00004 00004 NORTH WEST
Mailing Address:	Description:		
CITY OF ROMULUS	08C150 TO 158		
DEPT OF ASSESSMENT	LOTS 150 TO 158 INCL		
11111 WAYNE	DETROIT INDUSTRIAL CENTER SUB		
ROMULUS MI 48174	T3S R9E L58 P96 WCR		

Most Recent Sale Information

None Found

Most Recent Permit Information

None Found

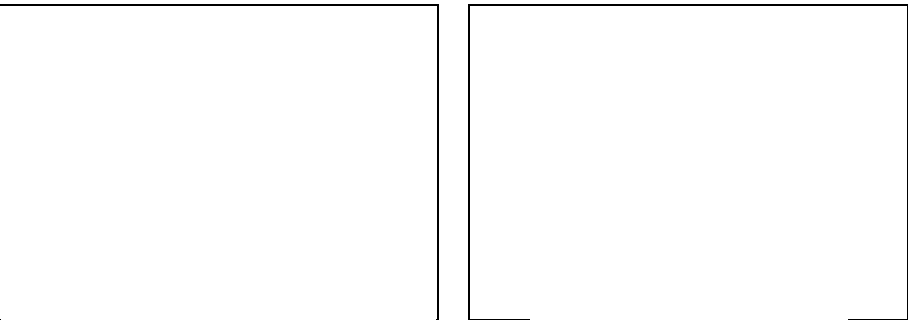
Physical Property Characteristics

2025 S.E.V.:	Tentative	2025 Taxable:	Tentative	Lot Dimensions:	
2024 S.E.V.:	7,300	2024 Taxable:	7,300	Acreage:	0.98
Zoning:	R1A/RCOD	Land Value:	Tentative	Frontage:	355.0
PRE:	0.000	Land Impr. Value:	Tentative	Average Depth:	120.0

Improvement Data

None

Image/Sketch



Real Estate Summary Sheet

Information herein deemed reliable but not guaranteed

12/09/2024 11:15 AM

Parcel:	80 030 01 0281 000	Current Class:	402.RESIDENTIAL-VACANT
Owner's Name:	CITY OF ROMULUS	Previous Class:	402.RESIDENTIAL-VACANT
Property Address:	CHARLES/OZGA ROMULUS, MI 48174	Taxable Status	EXEMPT (211.7M)
Liber/Page:		Prev. Taxable Statu:	TAXABLE
Split:	/ /	Gov. Unit:	80 CITY OF ROMULUS
Public Impr.:	None	MAP #	ZONING: RES 08-248
Topography:	None	School:	82130 ROMULUS COMMUNITY SCHOOLS
		Neighborhood:	00004 00004 NORTH WEST
Mailing Address:	Description:		
CITY OF ROMULUS	08C281 TO 288		
DEPT OF ASSESSMENT	LOTS 281 TO 288 INCL		
11111 WAYNE	DETROIT INDUSTRIAL CENTER SUB		
ROMULUS MI 48174	T3S R9E L58 P96 WCR		

Most Recent Sale Information

None Found

Most Recent Permit Information

None Found

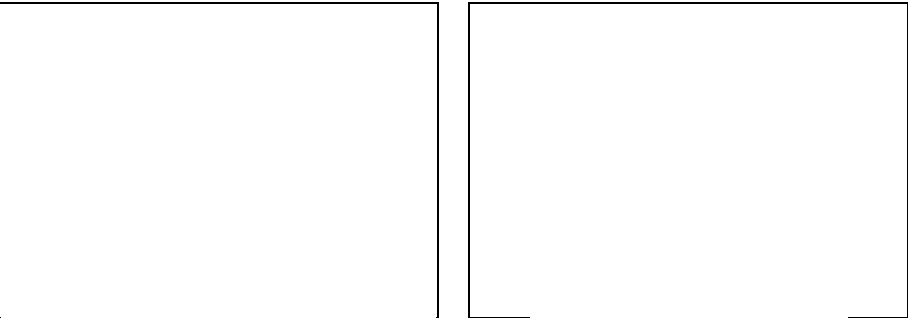
Physical Property Characteristics

2025 S.E.V.:	Tentative	2025 Taxable:	Tentative	Lot Dimensions:	
2024 S.E.V.:	2,800	2024 Taxable:	2,800	Acreage:	0.37
Zoning:	R1A/RCOD	Land Value:	Tentative	Frontage:	160.0
PRE:	0.000	Land Impr. Value:	Tentative	Average Depth:	100.0

Improvement Data

None

Image/Sketch





City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: December 23, 2024

Item No. D.

General Description: Merriman Road SAD Pedestrian Street Lighting

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: Merriman Road SAD Pedestrian Street Lighting
DATE: December 18, 2024

I concur with the recommendation of Julie Albert, Director of Assessing and Financial Services and Steve Hitchcock, City Attorney and respectfully request Council authorize the Mayor and Clerk to enter into the attached Master Agreement to Acquire and Provide Street Lighting Services between DTE Electric Company and the City of Romulus for DTE to take over responsibility of the pedestrian lighting system in the Merriman Road Special Assessment District (on Merriman from Flynn north to approximately Leonardo's) at no cost.

Motion by _____, supported by _____, to concur with the administration and authorize the Mayor and Clerk to enter into the attached Master Agreement to Acquire and Provide Street Lighting Services between DTE Electric Company and the City of Romulus for DTE to take over responsibility of the pedestrian lighting system in the Merriman Road Special Assessment District (on Merriman from Flynn north to approximately Leonardo's) at no cost.



Memorandum

To: Honorable City Council

From: Julie Albert, Director of Assessing & Financial Services

cc: Mayor Robert A. McCraight

Date: December 11, 2024

Subject: City Council Agenda item for **December 23, 2024**
pedestrian street lighting on Merriman in the Merriman SAD

When the Merriman Road Special Assessment District was created back in 2005 pedestrian lighting (51 poles) on each side of Merriman from Flynn north to Leonardo's Restaurant was installed. At the time the decision was made to purchase and install lighting from a vendor other than DTE. The SAD is responsible for the costs associated with maintenance and energy. The cost of maintenance such as: the replacement of burned out globes, issues with underground wires, the replacement of poles due to accidents (deductible after insurance claim is filed) has spiraled out of control.

I have made several inquiries to DTE over the years about the possibility of them taking over the system to alleviate the high costs associated with the physical maintenance of the lights, poles, and infra-structure. Our former DTE manager, Courtney Baum Vangilder, was able to secure an agreement for DTE to take over responsibility for the pedestrian lighting system in the Merriman Road Special Assessment District at no cost. This will relieve a significant financial burden on the district and insure timely repairs.

Steve Hitchcock has reviewed the attached agreement (email attached).

Therefore, I respectfully request that the Romulus City Council authorize the Mayor and Clerk to enter in the attached DTE Acquisition Agreement for the pedestrian lighting on Merriman from Flynn north to approximately Leonardo's.

MASTER AGREEMENT TO ACQUIRE AND PROVIDE STREET LIGHTING SERVICE

This Master Agreement to Acquire and Provide Street Lighting Service ("Master Agreement") is made between DTE Electric Company ("Company") and the City of Romulus ("Customer") (collectively referred to as the "Parties") as of December 4, 2024.

RECITALS

- A. Customer currently owns the street lighting system located on private property as described on the attached Exhibit 1 (the "Location").
- B. Customer desires to sell to Company, and Company desires to purchase, the lighting equipment described on the attached Exhibit 2 (the "Customer Equipment") in accordance with the terms of this Master Agreement.
- C. Customer desires to engage Company to complete certain repairs, replacements, and/or installation services on the Customer Equipment as described on the attached Exhibit 3 (the "Repair and Installation Services"), including the installation of Company-owned equipment. All Customer Equipment, once acquired by Company under this Master Agreement, and any additional street lighting equipment installed by Company under this Master Agreement are referred to as "Company Equipment," and Customer Equipment and Company Equipment is referred to collectively as "Equipment."
- D. Customer further requests Company to provide street lighting services as described on the attached Exhibit 4 (the "Purchase Agreement"), which also reflects terms of sale of the Customer Equipment.
- E. Company may provide such services, subject to the terms of this Master Agreement.

Therefore, in consideration of the mutual promises set forth in this Master Agreement, and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, Company and Customer each hereby agree as follows:

AGREEMENT

- 1. Master Agreement. This Master Agreement sets forth the basic terms and conditions under which Company may repair Equipment and/or furnish additional materials, and install, operate and/or maintain Equipment for Customer. Upon the Parties' agreement as to the terms of a specific street lighting transaction, the Parties shall execute and deliver a Purchase Agreement in the form of the attached Exhibit 4. In the event of an inconsistency between this Master Agreement and any Purchase Agreement, the terms of the Purchase Agreement shall control.
- 2. Availability of Service. The electric service for the Equipment will be provided under the Customer's existing account as follows:

Insert Customer Account Name: City of Romulus (Municipal Code: W190)
Insert Customer Service Address: 11111 Wayne Rd, Romulus, MI 48174
- 3. Rules Governing Installation of Equipment and Electric Service. Installation of Equipment and the extension of electric service to that Equipment are subject to the provisions of the Company's Rate Book for Electric Service (the "Tariff"), Rule C 6.1, Extension of Service

(or any other successor provision), as amended and approved by the Michigan Public Service Commission (“MPSC”) from time to time. From and after the authorization of this Master Agreement, Company will be responsible for the installation and replacement of Equipment and extension of electric service to serve the Equipment in accordance with this Master Agreement and the Tariff, the applicable terms of which are hereby incorporated into this Master Agreement by reference.

4. Contribution in Aid of Construction. In connection with Exhibit 4 and in accordance with the applicable Orders of the MPSC, Customer shall pay to Company a contribution in aid of construction (“CIAC”) for the cost of repairing, replacing, constructing and/or installing Equipment (as defined in Exhibit 4) and recovery of costs associated with the removal of existing Equipment, if any. The amount of the CIAC (the “CIAC Amount”) shall be an amount equal to the total costs of such repair, replacement, construction, installation and/or removal (including all labor, materials and overhead charges), less an amount equal to three (3) years of the incremental difference Luminaire Charge revenue at the time of acquisition, less the purchase price of Customer Equipment (the sum of the Luminaire Charge credit and purchase price for Customer Equipment, “Company Capital Investment”), all of which is calculated and set forth on Exhibit 4, Section 6. The CIAC Amount does not include charges for any additional cost or expense for underground objects of which Customer does not provide Company with prior notice and which are not identified by MISS DIG System, Inc., or other unusual conditions encountered in the construction and installation of Company Equipment or performing services as described in Exhibit 3. If Company encounters any such unforeseen or unusual conditions which would increase the CIAC Amount, it will suspend the construction and installation of Company Equipment and give notice of such conditions to Customer (a “Notice of Unforeseen Conditions”). Customer will either pay such additional costs to perform the work as set forth herein or agree to modifications of the work to be performed, provided that such modifications must adhere to Company standards and Customer will be responsible for any additional costs associated with such modifications, which will be reflected by an adjustment to the CIAC Amount. Upon any such suspension and/or subsequent modification of the work, the schedule for completion of the work shall also be appropriately modified. If Company and Customer are unable to agree upon additional fees or modifications to this Master Agreement within thirty (30) days of Customer’s receipt of a Notice of Unforeseen Conditions, Company will have the right to immediately terminate this Master Agreement and all work associated with the Equipment, without further liability hereunder.
5. Payment of CIAC Amount. Customer shall pay the CIAC Amount to Company as set forth in Exhibit 4 promptly (and in no event later than five (5) business days after the date of this Master Agreement). Failure to pay the CIAC Amount when due shall relieve Company of its obligations to perform the work required herein until such CIAC Amount is paid, at which point the schedule for completion of the work shall be appropriately modified.
6. Post Charge. For any lighting system receiving service under this Master Agreement that consists of greater than five (5) lights, Customer may elect to pay a “Post Charge,” in lieu of paying the entire CIAC Amount, pursuant to the terms of the Purchase Agreement. The Post Charge is a monthly rate, paid as long as this Master Agreement is in effect, and calculated based on the CIAC Amount (rounded down to the nearest \$1,000.00 increment), as set forth on Exhibit 4, Section 7(a). The Post Charge cannot be used in addition to the Financing Charge.

7. Financing Charge. For any lighting system receiving service under this Master Agreement where the CIAC Amount exceeds \$10,000, Customer may elect to pay a "Financing Charge," in lieu of paying all of the up-front CIAC Amount, pursuant to the terms of the Purchase Agreement. The Financing Charge is paid monthly for the five (5) year initial term of this Master Agreement, and calculated based on the CIAC Amount and an annual interest rate equal to the Company's weighted average cost of capital (6.92%), as set forth on Exhibit 4, Section 7(b). The Financing Charge cannot be used in addition to the Post Charge.
8. Sale of Customer Equipment. Effective as of the Master Agreement Date, Customer hereby sells, transfers and assigns all of its rights, title and ownership interests in and to the Customer Equipment, to Company for a purchase price of \$0.00 (the "Purchase Price"). The Purchase Price will be paid by deducting such amount from the CIAC Amount.
9. Assumed Liabilities. Customer shall remain solely responsible for all liabilities in respect of the Equipment accruing, arising from or relating to events or circumstances prior to the completion of all Repair and Installation Services. Upon completion of the Repair and Installation Services, Company will assume and agree to pay and perform any liabilities in respect of the Equipment, but only to the extent that such liabilities thereunder (i) arise from or relate to events or circumstances after the completion of all Repair and Installation Services, (ii) were incurred in the ordinary course of business, and (iii) do not relate to any improper use of Equipment and are not caused by any act or omission of Customer or any third party. Under no circumstances shall Customer touch or handle Company Equipment without Company's prior written authorization.
10. Street Lighting Design Responsibility. Unless otherwise indicated on Exhibit 4, the Company's repair, replacement, and/or installation of Equipment and provision of services will meet the Illuminating Engineering Society of North America ("IESNA") recommended practices for Roadway Lighting (RP-8-22). If Customer requests that the lighting design not meet the IESNA recommended practices by making the proper selection on Exhibit 4, Customer acknowledges that Company is not responsible for meeting lighting design standards.
11. Customer Representations and Warranties. Customer represents and warrants as of the date hereof and as of the Master Agreement Date that:
 - a. Customer has full public power and authority to execute and deliver this Master Agreement and to carry out the actions required by this Master Agreement.
 - b. Upon execution by the authorized representative whose signature appears below, this Master Agreement constitutes a legal, valid, and binding agreement of Customer.
 - c. The execution, delivery and performance of this Master Agreement and the transactions contemplated hereby (i) have been duly authorized by all necessary action required on the part of Customer, and (ii) do not result in the breach of any term, condition or provision of, nor require consent, waiver or approval of any third party under, (a) any existing law, ordinance or governmental rule or regulation, (b) any judgment, order, writ, injunction, decree or award of any court, arbitrator or

governmental or regulatory body or authority, (c) the governing documents of Customer, or (d) any agreement to which Customer is a party or by which the Equipment may be bound or affected.

- d. Other than contracts or agreements between Customer and Company, Customer has not entered into any contracts, agreements or understandings, whether written or oral, with any third party concerning or affecting the Customer Equipment.
- e. Customer has good and marketable title to the Customer Equipment. All Customer Equipment is free and clear of all liens, security interests, easements, leases, restriction on use, or other encumbrances.
- f. The Customer Equipment is located on real property owned in fee simple by Customer, without any limitations or conditions (other than easements in favor of Company or other utility providers).
- g. There are no pending or, to Customer's knowledge, threatened claims of any nature against or by Customer relating to the Customer Equipment. Customer is not aware of any event that has occurred or circumstances existing that may give rise to, or serve as a basis for, any such claim.
- h. The Customer Equipment is not subject to any federal, state or other funding obligations that would require Company's adherence to such obligations or prevent the sale of Customer Equipment.
- i. To Customer's knowledge, all information provided by Customer to Company concerning the Company Equipment is true, complete and correct and Customer has not withheld any information, the absence or inclusion of which would make the other information false or misleading.

12. Company Representations and Warranties.

- a. Company has full corporate power and authority to execute and deliver this Master Agreement and to carry out the actions required of it by this Master Agreement.
- b. The execution, delivery and performance of this Master Agreement and the transactions contemplated hereby have been duly authorized by all necessary corporate action required by Company.
- c. This Master Agreement constitutes a legal, valid, and binding agreement of Company.

13. Requests for Modifications or Attachments. After the execution of this Master Agreement and completion of the work defined in Exhibit 3, any request by Customer or other requesting third party for modifications (including relocations, replacements or removals) or attachments (including any electric or non-electric attachments, such as banners, signage, power receptacles, wireless communication devices, or cameras) must be submitted in writing to Company. Customer requests for attachments may require Company engineering of the attachment. In addition, Company may request modifications to the lighting system as Company deems reasonably necessary or desirable to address

any concerns (including, but not limited, repeated instances of damage to the Equipment). The cost for any modifications or attachments will be the responsibility of the Customer (including all labor materials, and overhead charges), provided that Company may take into account the remaining amounts owed by Customer for Equipment already provided and/or work already performed under this Agreement and may include applicable changes to the Luminaire Charges as set forth in Exhibit 4. Within a reasonable time after Customer requests modifications, Company will provide Customer with an estimate of revised pricing and schedule. Regardless of the requesting party, any agreed-upon modifications or attachments to be implemented will be memorialized in a written agreement. If Customer is approved to perform any work in implementing the attachment to Company Equipment, the parties will enter into a Joint Use Agreement authorizing Customer to do so.

14. Maintenance and Replacement Equipment. After completion of the work defined in Exhibit 3, Company shall provide the necessary maintenance of the Company Equipment, including such replacement material and Equipment as may be necessary, in Company's sole discretion.

15. Street Lighting Service Rate.

- a. Company will provide street lighting service to Customer for the Company Equipment under the Municipal Street Lighting Rate set forth in Rate Schedule No. E1 of the Tariff. The rate is subject to change from time to time by orders issued by the MPSC.
- b. The estimated annual Luminaire Charges, and/or Post Charge if selected by the Customer, and/or Financing Charge if selected by the Customer, for which Customer will be responsible are in Exhibit 4 and are subject to adjustment to reflect changes in the Tariff.
- c. Hours of street lighting operation are dusk to dawn, controlled by photo-sensitive devices which provide service all night for approximately 4,200 hours per year. Dusk to Midnight service is available at a discount of 1.060 cents per nominal watt per month, and if selected by the Customer, such service will be reflected in Exhibit 4.
- d. For any post having more than one luminaire on it, the charge for the additional luminaire on the same post will be reduced from the standard price by \$97.92 per additional luminaire per year.
- e. This street lighting service is also governed by the current Technical Standards for Electrical Service, as promulgated and amended from time to time by the MPSC.

16. Repair, Replacement, and Installation Access to Equipment. All Equipment, including underground cabling and conduit, foundations, outdoor lighting posts and luminaires, is located on property owned or controlled by Customer. Customer hereby grants Company access, both underground and overhead, to the Customer's property (the "Property") to access and maintain, repair, replace, and install Equipment and/or extend power cables and wires necessary to effectuate this Master Agreement, throughout the term of the Master Agreement.

17. Default and Remedies.

- a. Customer will be in default under this Master Agreement (i) if the representations and warranties of Customer in Section 11 above are incorrect in any material respect when made, (ii) if Customer fails to timely pay any amounts due to Company under this Master Agreement or pursuant to the Tariff, or (iii) if Customer fails to perform any other obligations under this Master Agreement (each, an "Event of Default").
- b. In addition to any other remedies that Company may have at law or equity, Company may (i) upon the occurrence of an Event of Default, suspend maintenance on any Equipment and exercise the applicable remedies set forth in the Tariff, and/or (ii) upon the continuance of any Event of Default for sixty (60) days after notice of default from Company to Customer, require Customer to re-purchase the Company Equipment on an "as-is" basis and Company will have no further liability hereunder. Customer will pay Company the amounts set forth in Section 19.
- c. To the maximum extent allowed by law, Customer agrees to indemnify and hold Company harmless for any claim, loss, damage, cost, charge, expense, lien, settlement or judgment arising directly or indirectly out of an Event of Default.

18. Contract Term. The initial term of this Master Agreement shall be a period of five (5) years commencing from the date of installation. If the optional Post Charge is selected, the initial term of this Master Agreement shall be ten (10) years. Upon expiration of the initial term, the street lighting service shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days' prior written notice to the other party; *provided, however*, that Company will not withdraw service for convenience, and Customer shall not substitute another source of service in whole or in part, without twelve (12) months' written notice to the other party. Company will provide a quote for providing construction services in connection with the removal or disconnection of Equipment upon Customer's request.

19. Customer Obligations upon Termination. In the event that this Master Agreement is terminated by Company due to an Event of Default or by Customer for convenience, Customer will promptly pay Company all of the following:

- a. If applicable, the un-recouped portion of the Company Capital Investment pro-rated for the remainder of the initial three-year period;
- b. If applicable, the aggregate total of remaining Post Charge payments or Finance Charge payments, that would have come due over the remainder of the applicable period (ten (10) years for Post Charge, or five (5) years for Finance Charge);
- c. The aggregate total of remaining Luminaire Charge payments that would have been charged over the remainder of the applicable initial contract term;

- d. Any Company costs and expenses associated with disconnecting and de-energizing the Equipment from Company power supply sources; and
 - e. Plant Reduction, which is (i) the Customer's re-purchase of the Equipment on an "as-is" basis, at the remaining value of the Equipment as quoted by Company; or (ii) the total cost incurred by Company to remove the Equipment and to restore the Property to its original condition to the extent possible with commercially reasonable efforts.
20. Assignment. Customer may not assign this Master Agreement or any of its rights or obligations under this Master Agreement without the Company's prior written consent. The Company may assign this Master Agreement or any of its rights or obligations under this Master Agreement, effective upon written notice to the Customer.
21. Force Majeure. The obligation of Company to perform under this Master Agreement shall be suspended or excused to the extent such performance is prevented or delayed because of acts or circumstances beyond Company's reasonable control, including without limitation acts of God, fires, adverse weather conditions (including severe storms and blizzards), pandemic, malicious mischief, strikes and other labor disturbances, compliance with any directives of any government authority, and force majeure events affecting suppliers or subcontractors.
22. Subcontractors. Company may sub-contract, in whole or in part, any of its obligations under this Master Agreement.
23. Waiver; Limitation of Liability. To the maximum extent allowed by law, Customer hereby waives, releases and fully discharges Company from and against any and all claims, causes of action, rights, liabilities or damages whatsoever, including attorney's fees, arising out of the repair or installation of the Company Equipment and/or any replacement of Company Equipment, including claims for bodily injury or death and property damage, unless such matter is caused by or arises as a result of the sole negligence of Company and/or its subcontractors. Company shall not be liable under this Master Agreement for any special, incidental or consequential damages, including loss of business or profits, whether based upon breach of warranty, breach of contract, negligence, strict liability, tort or any other legal theory, and whether or not Company has been advised of the possibility of such damages. In no event will Company's liability to Customer for any and all claims related to or arising out of this Master Agreement exceed the Company Capital Investment.
24. Notices. All notices required by this Master Agreement shall be in writing. Such notices shall be sent to Company at **DTE Electric Company, Community Lighting Group, 8001 Haggerty Rd, Belleville, MI 48111** and to Customer at the address set forth on Exhibit 4. Notice shall be deemed given hereunder upon personal delivery to the addresses as set forth above or, if properly addressed, on the date sent by certified mail, return receipt requested, or the date such notice is placed in the custody of a nationally recognized overnight delivery service. A party may change its address for notices by giving notice of such change of address in the manner set forth herein.

25. Miscellaneous.

- a. This Master Agreement is the entire agreement of the parties concerning the subject matter hereof and supersedes all prior agreements and understandings. Any amendment or modification to this Master Agreement must be in writing and signed by both parties.
- b. A waiver of any provision of this Master Agreement must be made in writing and signed by the party against whom the waiver is enforced. Failure of any party to strictly enforce the terms of this Master Agreement shall not be deemed a waiver of such party's rights hereunder.
- c. The section headings contained in this Master Agreement are for convenience only and shall not affect the meaning or interpretation thereof.
- d. This Master Agreement shall be construed in accordance with the laws of the State of Michigan, without regard to any conflicts of law principles. The parties agree that any action with respect to this Master Agreement shall be brought in the courts of the State of Michigan and each party hereby submits itself to the exclusive jurisdiction of such courts.
- e. This Master Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together will constitute one and the same instrument.
- f. The invalidity of any provision of this Master Agreement shall not invalidate the remaining provisions of the Master Agreement.

The parties have executed this Master Agreement to Acquire Street Lighting System as of the date first written above.

DTE Electric Company

By: _____

Name: _____

Title: _____

Customer

By: _____

Name: _____

Title: _____

SIGN HERE

Exhibit 1 to Master Agreement
Location of the Street Lighting System

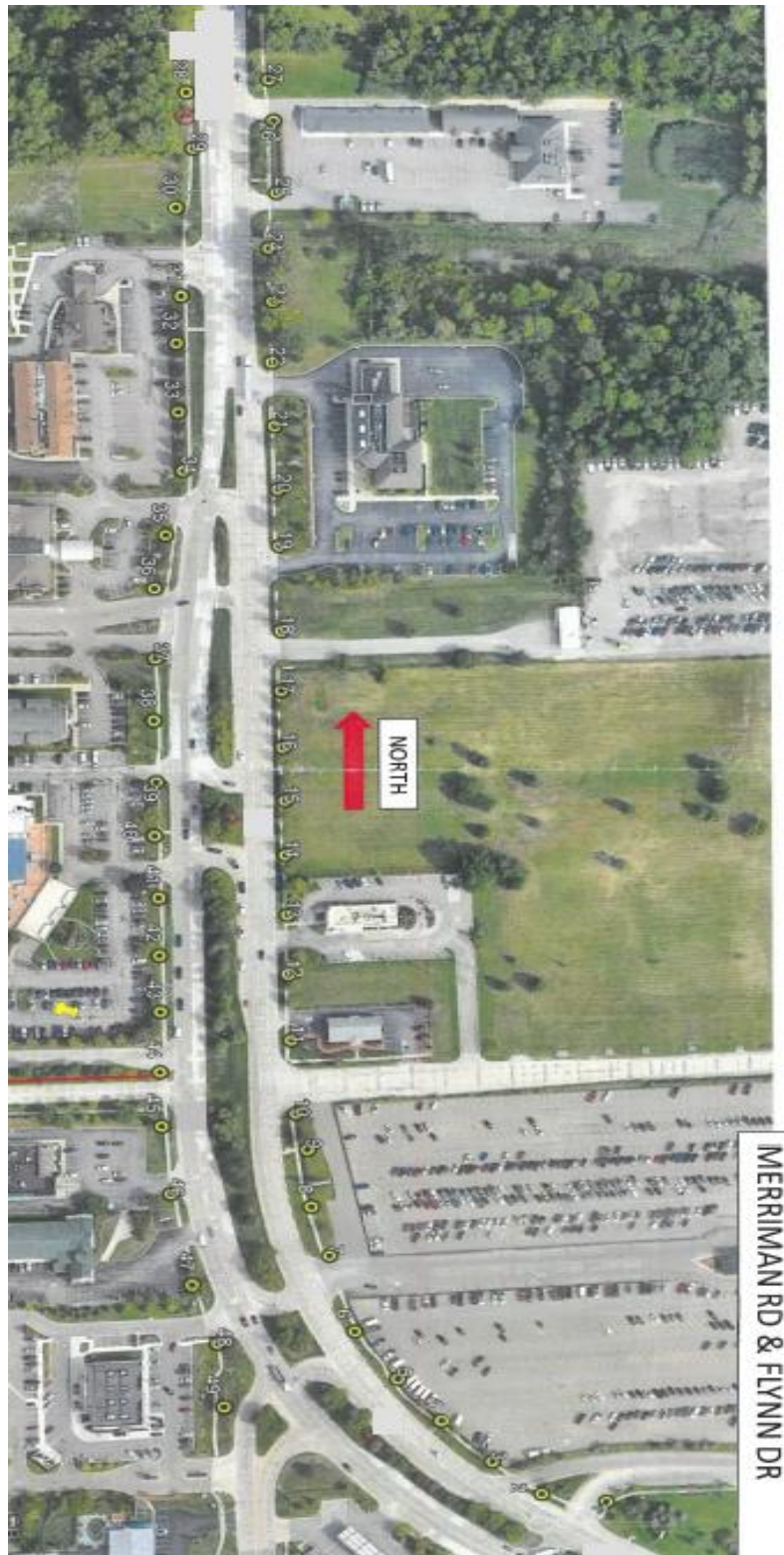


Exhibit 2 to Master Agreement

Customer Equipment

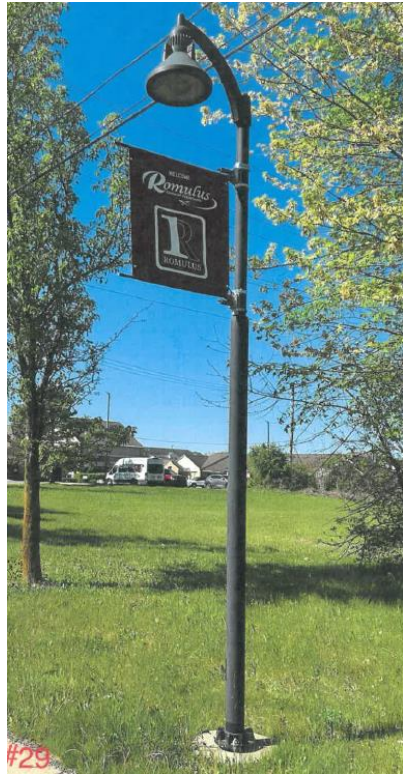


Exhibit 3 to Master Agreement

Repair and Installation Services and Company Equipment

All necessary lighting controllers for each circuit. To address the four (4) locations that currently are not working, DTE to install (4) standard stock fluted poles (14') w/GFI receptacles including baseplate adapter, and four (4) 60w LED DTE stock Granville post top luminaires. Upon failure to all other existing streetlight poles, DTE will install standard stock fluted poles (14') and 60w LED Granville luminaires. Banner and banner arms to be supplied and installed by the Customer.



Exhibit 4 to Master Agreement

Purchase Agreement

This Exhibit 4 is dated as of December 4, 2024 , between DTE Electric Company ("Company") and the City of Romulus ("Customer").

DTE Electric Company
8001 Haggerty Rd.
Belleville, MI 48111
Attention: Community Lighting Group

City of Romulus
11111 Wayne Rd
Romulus, MI 48174
Attn: Julie Albert

This Exhibit 4 is referenced in the Master Agreement to Acquire and Provide Street Lighting Service dated December 4, 2024 (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests Company to acquire, repair and/or replace, and/or install and furnish, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order No:	72478203	
2. Location where Customer Equipment will be Repaired and/or Replaced and/or Installed:	Merriman Rd from Flynn Rd to approx. ¼ mile south of Ecorse Rd. and as described more fully on Exhibit 1 to the Master Agreement	
3. Description of the Customer Equipment to be Acquired by DTE:	Existing foundation mounted poles (14') with support arm and pendant style LED luminaire, and all underground streetlighting wire associated with the lighting system.	
4. Description of Company Equipment and Repair and Installation Services:	All necessary lighting controllers for each circuit. To address the four (4) locations that currently are not working, DTE to install (4) standard stock fluted poles (14') w/GFI receptacles including baseplate adapter, and four (4) 60w LED DTE stock Granville post top luminaires. Upon failure to all other existing streetlight poles, DTE will install standard stock fluted poles (14') and 60w LED Granville luminaires. Banner and banner arms to be supplied and installed by the customer.	
5. Estimated Total Annual Luminaire Charges	\$ 14,367.78	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ") ☒ (Check this box to pay CIAC at contract authorization)	a) Total estimated construction cost, including labor, materials, and overhead:	\$ 43,103.34
	b) Company Capital Investment (sum of Luminaire Charge credit per Section 4 of Master Agreement and Purchase Price):	\$ 43,103.34
	c) CIAC Amount (a – b):	\$ 0.00

7. a) Post Charge (if selected by Customer) ☐ (Check this box for Post Charge option)	d) Credit for Post Charge, if selected (CIAC Amount, rounded down to the nearest \$1,000 increment): e) Estimated total annual Post Charge (number of luminaires multiplied by applicable unit price per luminaire, per the Tariff) f) CIAC Amount with Post Charge option (c – d) (due upon execution of this Mater Agreement):	\$ XXX,XXX.XX \$ XX,XXX.XX \$ XXX.XX
7. b) Financing Charge (if selected by Customer) (5-year term @ 6.92%) ☐ (Check this box for Financing Charge option)	d) Total principal amount for Financing Charge (line c): e) Total monthly Financing Charge (using 6.92% interest) f) Total annual Financing Charge (e × 12) g) CIAC Amount with Financing Charge option	\$ XXX,XXX.XX \$ X,XXX.XX \$ XX,XXX.XX \$ 0
8. Term (see <u>Section 18</u>)	5 years. Provided, however, that if the Post Charge selected, the Customer agrees to a term of 10 years.	
9. Customer lighting design and IESNA recommended practices	How will the lighting design requested by Customer comply the IESNA recommended practices? (Select One) ☒ Not Compliant. Compliant with ANSI/IESNA RP-8-22 Recommended Practices for Parking Lots and Roadways If “Not Compliant”, Customer must sign below to acknowledge that the lighting design does not meet IESNA recommended practices: _____	

SIGN HERE

From: [Steve Hitchcock](#)
To: [Albert, Julie](#)
Subject: DTE lighting agreement for Merriman Rd
Date: Wednesday, December 11, 2024 3:11:57 PM

Julie,

I reviewed DTE Master Agreement to acquire and provide street lighting service for a portion of Merriman Rd and I am satisfied with the agreement and no changes are required.

Steve Hitchcock

Giarmarco, Mullins & Horton, P.C.

Tenth Floor Columbia Center

101 West Big Beaver Road

Troy, Michigan 48084-5280

Phone: (248) 457-7024

Fax: (248) 404-6324

Email: sjh@gmhlaw.com

www.gmhlaw.com



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City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: December 23, 2024

Item No. E.

General Description: Lease Agreement between City of Romulus and Detroit Metro Airport Center LLC

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: Lease Agreement between City of Romulus and Detroit Metro Airport Center LLC
DATE: December 18, 2024

I concur with the recommendation of Ellen Craig-Bragg City Clerk, and legal counsel, and respectfully request that Council authorize the Mayor and Clerk to enter into the attached Lease Agreement with Detroit Metro Airport Center L.L.C., for 3,125 square feet of temperature controlled storage space for the City Clerk's Office and the Police Department, for five years beginning January 1, 2025 and ending December 31, 2029.

Maria Farris, Finance Director, has verified funds for this purpose are available in the General Fund, Clerk's Office Contractual Services Expense account #101-215-818.000 and the Public Safety Fund, Police Contractual Services account #205-301-818.000.

Motion by _____, supported by _____, to concur with administration and grant authorization for the Mayor and Clerk to enter into the attached Lease Agreement with Detroit Metro Airport Center L.L.C., for 3,125 square feet of temperature controlled storage space for the City Clerk's Office and the Police Department, for five years beginning January 1, 2025 and ending December 31, 2029.

MEMORANDUM

To: Robert McCraight, Mayor

From: Ellen Craig-Bragg, City Clerk

Cc: D'Sjonaun Hockenhull, Deputy City Clerk
Stephen Hitchcock, City Attorney

Date: December 5, 2024

Re: 5-Yr Lease Agreement with Detroit Metro Airport Center, LLC

In July of 2021 the City entered into a month-to-month agreement with the Detroit Metro Airport Center LLC to lease out 3,125 sq. ft of space to store city and police records as the needs for the city, at that time, had outgrown its current placement.

The Detroit Metro Airport Center LLC has been a responsive and responsible landlord and I find it mutually beneficial to enter to a long-term lease with them.

City Attorney Stephen Hitchcock has reviewed the agreement and approved it as to form.

I request your concurrence for the Council to authorize the City to enter into a 5-year lease with the Detroit Metro Airport Center LLC beginning January 1, 2025 and ending December 31, 2029, for the purpose of storing city and police records.

FIRST AMENDMENT TO LEASE AGREEMENT

THIS FIRST AMENDMENT TO LEASE AGREEMENT (this “Amendment”) is made as of the ____ day of _____, 2024, by and between **DETROIT METRO AIRPORT CENTER, LLC**, a Delaware limited liability company (“Landlord”), and **CITY OF ROMULUS** (“Tenant”).

RECITALS:

A. The parties entered into that certain Lease Agreement dated July 6, 2021 (the “Lease”), whereby Landlord leased to Tenant certain premises (the “Premises”), comprising approximately 3,125 square feet known as 105, located at 11677 Wayne Road, Romulus, Michigan.

B. The parties desire to further extend the term of the Lease and further amend the terms of the Lease as provided below.

NOW THEREFORE, in consideration of the mutual covenants and agreements herein and in the Lease contained, it is hereby agreed as follows:

1. **DEFINED TERMS.** Each capitalized term used in this Amendment, but not otherwise defined herein, shall have the same meaning ascribed to each term in the Lease.

2. **EXTENSION.** The Lease term is hereby extended by five (5) years from January 1, 2025 to December 31, 2029, subject to the right of either party to terminate the Lease and Tenant’s right to occupy the Premises upon thirty (30) days prior written notice to the other party.

3. **BASE RENT.** The Base Rent for the Premises during the Extended Term shall be as follows:

Period	Monthly rent	Annual Rent	rate psf
01/01/25-12/31/25	\$1,367.19	\$16,406.25	\$5.25
01/01/26-12/31/26	\$1,432.29	\$17,187.50	\$5.50
01/01/27-12/31/27	\$1,497.40	\$17,968.75	\$5.75
01/01/28-12/31/28	\$1,562.50	\$18,750.00	\$6.00
01/01/29-12/31/29	\$1,629.60	\$19,531.25	\$6.25

Tenant shall have no other right or option to extend or renew the term of the Lease beyond or following the Extended Term.

3. **CONDITION OF PREMISES.** Tenant acknowledges that Tenant is in possession of the Premises and Tenant accepts same in their “AS IS, WHERE IS” condition and “WITH ALL FAULTS” and that the Landlord has performed all of its obligations, if any, under the Lease relating to improvements to be provided to the Tenant at the Premises under the Lease. Landlord shall have no obligation to make additional improvements to the Premises as a result of this Amendment.

4. **BROKERS.** Tenant represents that Tenant has not retained, or contracted or otherwise dealt with, any real estate broker, salesperson or finder in connection with this Amendment, and no such person initiated or participated in the negotiation of this Amendment. Tenant shall indemnify and hold

Landlord harmless from and against any and all liabilities and claims for commission and/or fees arising out of a breach of the foregoing representations.

5. **CONFLICT.** If any conflict exists between the terms or provisions of the Lease and the terms or provisions of this Amendment, the terms and provisions of this Amendment shall govern and control.

6. **EXCULPATION OF LANDLORD.** Notwithstanding anything to the contrary contained in this Amendment or the Lease or in any exhibit, Riders or addenda hereto attached (collectively the "Lease Documents"), it is expressly understood and agreed by and between the parties hereto that (a) the recourse of Tenant or its successors or assigns against Landlord with respect to the alleged breach by or on the part of Landlord of any representation, warranty, covenant, undertaking or agreement contained in any of the Lease Documents or otherwise arising out of this transaction or Tenant's use of the Premises or the Building or the Project, if applicable (collectively, "Landlord's Lease Undertakings") shall extend only to Landlord's interest in the Project ("Landlord's Real Estate"), and not to any other assets of Landlord or its officers, members, managers, directors or shareholders; and (b) except to the extent of Landlord's interest in Landlord's Real Estate, no personal liability or personal responsibility of any sort with respect to any of Landlord's Lease Undertakings or any alleged breach thereof is assumed by, or shall at any time be asserted or enforceable against, Landlord or against any of their respective directors, officers, members, managers, shareholders, employees, agents, constituent partners, beneficiaries, trustees or representatives. Tenant shall be required to name Landlord as an additional insured on the liability and property insurance currently maintained by Tenant.

7. **OFAC REPRESENTATIONS.** Tenant represents and warrants that (i) Tenant and each person or entity owning an interest in Tenant is (a) not currently identified on the Specially Designated Nationals and Blocked Persons List maintained by the Office of Foreign Assets Control, Department of the Treasury ("OFAC") and/or on any other similar list maintained by OFAC, pursuant to any authorizing statute, executive order or regulation (collectively, the "List"), and (b) not a person or entity with whom a citizen of the United States is prohibited to engage in transactions by any trade embargo, economic sanction, or other prohibition of United States law, regulation, or Executive Order of the President of the United States, (ii) none of the funds or other assets of Tenant constitute property of, or are beneficially owned, directly or indirectly, by any Embargoed Person (as hereinafter defined), (iii) no Embargoed Person has any interest of any nature whatsoever in Tenant (whether directly or indirectly), (iv) none of the funds of Tenant have been derived from any unlawful activity with the result that the investment in Tenant is prohibited by law or that this Lease is in violation of law, and (v) Tenant has implemented procedures, and will consistently apply those procedures, to ensure the foregoing representations and warranties remain true and correct at all times. The term "Embargoed Person" means any person, entity or government subject to trade restrictions under U.S. law, including, but not limited to, the International Emergency Economic Powers Act, 50 U.S.C. §1701 et seq., the Trading with the Enemy Act, 50 U.S.C. App. 1 et seq., and any Executive Orders or regulations promulgated thereunder, with the result that the investment in Tenant is prohibited by law or Tenant is in violation of law.

Tenant covenants and agrees (i) to comply with all requirements of law relating to money laundering, anti-terrorism, trade embargos and economic sanctions, now or hereafter in effect, (ii) to immediately notify Landlord in writing if any of the representations, warranties or covenants set forth in this paragraph or the preceding paragraph are no longer true or have been breached, or, if Tenant has a reasonable basis to believe that the same no longer may be true or have been breached, (iii) not to use funds from any "Prohibited Person" (as such term is defined in the September 24, 2001 Executive Order Blocking Property and Prohibiting Transactions With Persons Who Commit, Threaten to Commit, or Support Terrorism) to make any payment due to Landlord under this Lease and (iv) at the request of

Landlord, to provide such information as may be requested by Landlord to determine Tenant's compliance with the terms of this section.

Tenant hereby acknowledges and agrees that Tenant's inclusion on the List at any time during the Lease Term shall be a material default of this Lease. Notwithstanding anything herein to the contrary, Tenant shall not permit the Premises or any portion thereof to be used or occupied by any person or entity on the List or by any Embargoed Person (on a permanent, temporary or transient basis), and any such use or occupancy of the Premises by any such person or entity shall be a material default of this Lease.

8. **EFFECT OF AMENDMENT.** This First Amendment contains the entire agreement of the parties with respect to the subject matter hereof, and all preliminary negotiations with respect thereto as merged into and superseded by this Amendment. Except as amended hereby, the Lease shall remain in full force and effect and is ratified by Landlord and Tenant.

9. **GOVERNING LAW.** The Lease, as hereby amended, is governed by federal law, including without limitation the Electronic Signatures in Global and National Commerce Act (15 U.S.C. §§ 7001 et seq.) and, to the extent that state law applies, the laws of the State of Michigan without regard to its conflicts of law rules.

10. **COUNTERPARTS; ELECTRONIC SIGNATURES.** This instrument may be executed in counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic records and are executed electronically. An electronic signature means any electronic sound, symbol or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or e-mail electronic signatures. All executed counterparts shall constitute one agreement, and each counterpart shall be deemed an original. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, may be used in connection with the execution of this instrument and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if an a paper original of this instrument had been delivered had been signed using a handwritten signature. Landlord and Tenant (i) agree that an electronic signature, whether digital or encrypted, of a party to this instrument is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will rely on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this instrument based on the foregoing forms of signature. If this instrument has been executed by electronic signature, all parties executing this instrument are expressly consenting under the Electronic Signatures in Global and National Commerce Act ("E-SIGN"), and Uniform Electronic Transactions Act ("UETA"), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

11. **AMENDMENTS.** This instrument may only be amended by a writing signed by the parties hereto, or by an electronic record that has been electronically signed by the parties hereto and has been rendered tamper-evident as part of the signing process. The exchange of email or other electronic communications discussing an amendment to this Agreement, even if such communications are signed, does not constitute a signed electronic record agreeing to such an amendment.

12. **NOTICES.** Notwithstanding the terms and provisions of the Lease pertaining to notice, the parties agree that all notices required under the Lease as hereby amended and other information concerning the Lease ("Communications") shall be personally delivered or sent by first class mail,

postage prepaid, by overnight courier. In addition, the Landlord may, in its sole discretion, send such Communications to the Tenant electronically, or permit the Tenant to send such Communications to the Landlord electronically, in the manner described in this Section. Such Communications sent by personal delivery, mail or overnight courier will be sent to the addresses on the signature page of this Agreement, or to such other addresses as the Landlord and the Tenant may specify from time to time in writing. Communications shall be effective (i) if mailed, upon the earlier of receipt or five (5) days after deposit in the U.S. mail, first class, postage prepaid, or (ii) if hand-delivered, by courier or otherwise (including telegram, lettergram or mailgram), when delivered.

Such Communications may be sent electronically by the Landlord to the Tenant (i) by transmitting the Communication to the electronic address provided by the Tenant or to such other electronic address as the Tenant may specify from time to time in writing, or (ii) by posting the Communication on a website and sending the Tenant a notice to the Tenant's postal address or electronic address telling the Tenant that the Communication has been posted, its location, and providing instructions on how to view it. Communications sent electronically to the Tenant will be effective when the Communication, or a notice advising of its posting to a website, is sent to the Tenant's electronic address.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to Lease as of the date herein above set forth.

TENANT:

CITY OF ROMULUS

By: _____
Name: _____
Title: _____

LANDLORD:

DETROIT METRO AIRPORT CENTER, LLC,
a Delaware limited liability company
By: Principal Real Estate Investors, LLC,
a Delaware limited liability company,
its authorized signatory

By: _____
Name: _____
Its: _____

By: _____
Name: _____
Its: _____



FUNDS VERIFICATION FORM

DEPARTMENT: Clerk & Police

FUND NAME: General & Public Safety

ACCOUNT NUMBER/S: 101-215-818.000
205-301-818.000

PURPOSE FOR REQUEST:

Council Approval of a 5-year lease with Detroit Metro Airport Center LLC for the housing of city/police records & election equipment.

AMOUNT OF EXPENDITURE: Yr. 1 (2025): \$16,406.25

Yr 2 (2026): \$17,187.50

Yr. 3 (2027): \$17,968.75

Yr. 4 (2028): \$18,750.00

Yr. 5 (2029): \$19,531.25

SIGNATURE OF DEPARTMENT HEAD:

FUNDS CURRENTLY AVAILABLE:

FY24/25 Approved amount \$ \$11,650 Clerk/ \$3600.00 PD

FINANCE DEPARTMENT APPROVAL: *Maria Farris*

This funds verification is contingent on the approved budget for each fiscal year expenses that are stated above in 101-215-818.000 and 205-301-818.000.

DATE: December 18, 2024



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: December 23, 2024

Item No. F.

General Description: Professional Services Agreement with Best Practices Consulting Services

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: Professional Services Agreement with Best Practices Consulting Services
DATE: December 18, 2024

I concur with the recommendation of Jerome Frayer, DDA Director and legal counsel, and respectfully request City Council authorize the Mayor and Clerk to enter into the attached Professional Services Agreement with Best Practices Consulting Services for Phase Three of the program to help with Economic Gardening, Business Development, Technical Assistance for small businesses and to help promote existing and new Romulus businesses from March 8, 2025 through December 12, 2025 in the amount of \$46,500.00.

Gary Harris, Assistant Finance Director has verified funds for this acquisition are currently available in the General Fund, Community Development account #101-728-980.000. *(Earmark funds from the Romulus Small Business Assistance & Workforce Development Project that was awarded from Congresswoman Rashida Tlaib)*

Motion by _____, supported by _____, to concur with the administration and authorize the Mayor and Clerk to enter into the attached Professional Services Agreement with Best Practices Consulting Services for Phase Three of the program to help with Economic Gardening, Business Development, Technical Assistance for small businesses and to help promote existing and new Romulus businesses from March 8, 2025 through December 12, 2025 in the amount of \$46,500.00.

Memo

To: Mayor Robert A. McCraight
From: Jerry Frayer, Downtown Development Authority Director
Subject: Professional Services Agreement with Best Practices Consulting Services
Date: December 12, 2024

The Romulus Downtown Development Authority contracted with Best Practices Consulting Services for part two of the technical assistance for young entrepreneurs and small business development in the City of Romulus. Phase two is now complete, and Phase three of the program will offer small business training and assistance.

Based on the success of Phase Two of the program, I am requesting that the City of Romulus enter into the attached professional services agreement for Phase Three in the amount of \$46,500.00 to be paid out of the earmark funds from the Romulus Small Business Assistance & Workforce Development Project that was awarded from Congresswoman Rashida Tlaib account 101-728-980.000 Project cost.

The agreement with Best Practices Consulting Services will run from March 8th 2025, through December 12th 2025. Best Practices Consulting Services helps with Economic Gardening, Business Development, and Technical Assistance with small businesses and helps promote Romulus businesses and new store fronts.

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

I will be available at the council meeting for questions.



We've earned the trust of our clients

ECONOMIC GARDENING SUPPORT AND PROGRAMMING

ACTIVATE ROMULUS!

ECONOMIC GARDENING BUSINESS DEVELOPMENT TECHNICAL ASSISTANCE

This proposal outlines BPCS's intent and strategic approach to delivering economic development support through economic gardening techniques that support the Strategic Plan for the Romulus and the surrounding communities. The content is privileged and therefore intended to demonstrate capacity and model clarity.

ACTIVATE ROMULUS!

ECONOMIC GARDENING BUSINESS DEVELOPMENT TECHNICAL ASSISTANCE

Purpose and Intent

1st Quarter 2024, several survey tools were deployed to surveil small businesses currently doing business in Romulus and those who are interested in doing business in Romulus. The results suggested that small business owners were interested in networking sessions, peer-to-peer engagements, small business credit support, and funding/financial assistance. There were several additional surveys circulated via social media, direct mail campaigns, and events. From those surveilled, 68 registered to join our training programs.

The list of participants was from Romulus, Western Wayne County and beyond.

Location	Registrants
Romulus	9
Western Wayne Co	33
Other	26

Best Practices Consulting Services will facilitate several small business training programs designed to support the proverbial ladder and stages of small business operations. With funding from several sources, including the City of Romulus, we will run multiple training programs designed to address the needs of those surveyed. We will begin several programs that will run from **March 8th through December 12th, 2025, at the N.E.S.T.**

AARP will sponsor up to 15 participants who are defined as ideators, and CEED will support eight transactional small businesses. Romulus

**ECONOMIC
DEVELOPMENT
THROUGH
INTEGRATED
PROGRAMMING
FOR ROMULUS,
WESTERN
WAYNE COUNTY
AND
DOWNRIVER
COMMUNITIES**

**Operating from the
N.E.S.T**

313.265.3062

will support those who are revenue generating. The following descriptions reflect the segmentation:

1. **True Start-up-** the entrepreneur has engaged potential customers/clients through Pop-ups, social media platforms, and has made sales transactions.
2. **Active Operations-** the entrepreneur has a consistent sales cycle and revenue benchmark.
3. **Scale Challenged** – the business owner needs assistance determining new markets through product, pipeline, or talent. Will have active operations for greater than 2 years.

The various training programs created to support the different stages of participants will be administered both face-to-face and through virtual platforms. Several lenders will support the programs with their funding instruments once we've identified their capital needs.

Support for Active Operators with Foundation Challenges

To support small and scale challenged operations/operators we have designed an actionable advisor led program tailored to retail and service sector businesses in need of coordinated business management strategies.

The participating business owner will learn how to establish trade credit, and other relevant source supports. We know that many startups or unpracticed participants attempt a “go to” market strategy by purchasing retail versus wholesale which ultimately drives their cost up causing slim to nonexistent profit margins. To alleviate this challenge our Foundation Support Program is tailored to address: Trade credit, product sourcing, business credit, labor implements, and potential new market development.

One of our priorities is to acclimate our participants with an improved cash flow process that returns value to them as owners and their customers too. It is important to illustrate that not all existing store owners are proficient in cash flow management and might find this engagement helpful towards improving their own internal controls.

This training program is a six-month training/process delivered in three phases:

Phase One:



Credit



Collateral



Cash flow



Time in business



Debt load



Industry

Phase Two:

Financial Systems are mapped, assessed, and redeveloped to enhance the financial acumen of the participant. The participants will work to improve both the personal and business credit performance, their profitability and have a better understanding of their key performance indicators based specifically on their business operation and model. A business assessment will be deployed to track their entry point and the progression of their growth throughout the training.

The Assessment Covers:



We start with a needs assessment which identifies:

- Operational Fitness
- Financial Controls
- Management Capacity
- Company Culture
- Customer Service
- Marketing Budgets and Schedule
- Human Resources Plan
- Regulatory Compliance

To build capacity in and for an organization requires at a minimum a working knowledge of the targets' capacity to perform. Through a detailed gap assessment, we can design an effective business strategy to support deficits in business operations and concurrently align the target with an executable growth plan. Growth plans will vary based on our discovery and the targets' core competencies, and overall business fitness. Upon completion of the assessment a complete report is presented to the key stakeholders with all the findings and recommendations. Collectively we review and discuss proposed changes or modifications and **the owner** decides which elements to engage.

The following is a snapshot of areas that will be reviewed:

- Governance, Direction & Risk
- Strategy, Planning & Succession
- Culture, Leadership & Management
- Marketing & Sales
- Business Development & Customer Service
- Org. Design & People Management
- Operational Management & Productivity
- Quality Control
- Business Systems & IT
- Legal Compliance
- Measurement, Monitoring & Reporting
- Financial Management / Performance
- Capital Deployment

Accessing private market procurement and government contracting are two of the capacity building areas that Best Practices Consulting Services envisions as low hanging fruit for Western Wayne County and Romulus enterprises. By accessing our existing networks and known buyers we can connect our targets to multiple agencies and organizations seeking goods and services from competitive enterprises. It is highly likely that the great majority of the related enterprises have little or

no success with bidding on government contracts. For **capacity building and training purposes** BPCS will FOIA relevant previously awarded contracts to review with our targets. This review process will acclimate the target with bid preparation, cost modeling, and process design. The intended consequence is increased exposure and familiarity with accessing and bidding on government contracts.

Beyond the training review, we intend to use the NEST facility to host monthly or quarterly Procurement Conferences with selective buyers. In the past three years, BPCS has supported six procurement conferences in Michigan. We will host several "Meet the Buyers" Conferences where we can invite buyers that pair well with our target audience.

In addition to our one-year strategy each participant will benefit from our other coordinated services illustrated in this diagram.

Budget

2025 Romulus Small Business Training Program BUDGET and TIMELINE								
Max # of Participants	Funder	Program	Fee	Timeline				
15	AARP Foundation 3 Sessions	Ideation	In-Kind	Delivered 3/08, 05/24 in-person @5:30 PM-7:00 PM Aug, TBD				
12	City of Romulus 8 weeks	Financial Mapping	\$15,000.00	Delivered on Saturday's, June 8 th -August 10 th @ 10 AM-12PM				
8	City of Romulus 4-6 wks to complete	Business Assessments	\$15,000.00	Per Selection August 15 th -September 25 th				
12	City of Romulus 8 weeks	Capacity Building Support	\$12,000.00	Saturday's October 12@ 10 AM				
20	Funders/Bankers	Lending Basics	In-Kind	TBD	TBD	TBD	TBD	
Until Full	City of Romulus	4 minimum Training Workshops BPCS & City of Romulus W/C TA	\$4,500.00	7/10 @ 5:30 PM-BPCS 8/07 @ 5:30 PM-BPCS 9/18 @5:30 PM - BPCS 10/23@ 5:30 PM- BPCS				
15	Startup Training	True Startup Training	In-Kind	8 WEEKS STARTING IN LATE JUNE/JULY IN-PERSON				

Total to the City of Romulus: \$46,500.00

The parties, by and through their duly authorized officers and representatives have executed this Agreement as of the dates below.

**BEST PRACTICES
CONSULTING SERVICES**

By: _____
Laura Sigmon
Principal

Date: _____

**CITY OF ROMULUS, a Municipal
Corporation**

By: _____
Robert A. McCraight
Mayor

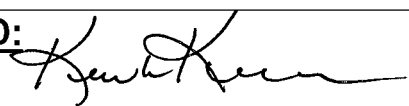
Date: _____

By: _____
Ellen L. Craig-Bragg
City Clerk

Date: _____



FUNDS VERIFICATION FORM

<u>DEPARTMENT:</u> DDA/Community Development
<u>FUND NAME:</u> Project Cost
<u>ACCOUNT NUMBER/S:</u> 101-728-980.000
<u>PURPOSE FOR REQUEST:</u> Enter in to an Agreement with Best Practices Consulting Services from March 8 th 2025, through December 12 th 2025. Small business training program.
<u>AMOUNT OF EXPENDITURE:</u> \$46,500.00
<u>SIGNATURE OF DEPARTMENT HEAD:</u> 
<u>FUNDS CURRENTLY AVAILABLE:</u> \$320,000.00
<u>FINANCE DEPARTMENT APPROVAL:</u> 
<u>DATE:</u> December 12, 2024





City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: December 23, 2024

Item No. G.

General Description: ITB 24/25-05 2025 Official Newspaper

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: ITB 24/25-05 2025 Official Newspaper
DATE: December 18, 2024

It is necessary to select an Official Publications Newspaper for the publication of all City notices for the 2025 Calendar year. Bids were let and one (1) bid package was received for consideration. City Clerk Ellen Craig-Bragg has reviewed the bid package and defers to City Council to select the successful bidder.

Should City Council select Associated Newspapers as the 2025 official newspaper the motion should include at a per column inch price of \$4.75 per column inch and are currently only offering a virtual publication

Gary Harris, Assistant Finance Director, has verified funds for this acquisition have been budgeted and are available in the General Fund, Clerk and Elections, Printing & Publications Expense accounts #101-215-900.000 and #101-262-900.000.

Motion by _____, supported by _____, to award Bid ITB 24/25-05 Official Publications Newspaper for the publication of all City notices to _____ for the 2025 calendar year at a price of _____ per column inch.



MEMORANDUM

DATE: December 18, 2024
TO: Mayor Robert A. McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: ITB 24/25-05 2025 Official Newspaper

Bids were solicited for a one year contractual services contract with a qualified publisher for the purpose of establishing the official newspaper for the publishing of all legal notices for the City of Romulus, Clerk's Office.

On December 6, 2024 notice of the bidding opportunity and copies of the solicitation documents were posted on the MITN Purchasing Group page of Bidnet Direct. Two hundred and eight (208) companies were notified of the bidding opportunity and of them, eleven (11) companies downloaded the bid documents. Additionally, five (5) courtesy emails were sent notifying companies of the bidding opportunity (see "Courtesy Email" list).

Section 6.12. - Official publication site.

At or prior to the first regular meeting in December of each odd year, Council after investigating the rates, quality of the sites, availability of newspapers and electronic sites and after receiving bids, shall designate some newspaper or two electronic sites of general circulation in the city which are qualified to publish legal notices under the laws of the State of Michigan, as the official publications of the city for the next 24 months. All notices, ordinances, and other records required by the provisions of this charter to be published shall be published in said official publications in a manner and form in this charter provided; provided however that council may order additional publications of any such notice, ordinance or other record in other newspapers or electronic sites in any financial or trade paper, journal or magazine. If, at any time no publications have been designated as the official publication sites of the city, or in case of publication sites designated as the official publication sites of the city cease regular publication or are violating any of the terms of their contracts, the council shall order publication of such notices, proceedings, ordinances, and other records as are required to be published, in some other publications in English language and available in the city; provided however that the city shall not be without official publication sites more than thirty (30) days.

On December 17, 2024 one (1) bid was received and publicly opened.

Pricing of \$4.75 per column inch was received from Associated Newspapers. Associated Newspapers is currently only offering only a virtual publication.

Gary Harris, Assistant Finance Director has verified that funds for this acquisition have been budgeted for and are available in the General Fund, Clerk and Elections, Printing & Publications Expense Accounts (101-215-900.000 & 101-262-900.000).

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

Christina Parker
Purchasing Director



Memo

To: Christina Parker, Purchasing Director
From: Ellen L. Craig-Bragg, Clerk
CC: D'Sjonaun Hockenhull, Deputy Clerk
Date: December 18, 2024
Re: Bid ITB 24/25-05, 2025 Official Newspaper

At the November 2, 2021, General Election, Romulus residents approved a charter amendment that allowed for publication of legal notices and minutes to two (2) electronic publication sites or a newspaper of general circulation and the reappointment of the city's publication for 24 months starting in calendar year 2023.

Chapter 6, Section 6.12 of the Romulus City Charter states, "*at or prior to the first regular meeting in December of **each odd year**, Council after investigating rates, quality of sites, availability of newspapers and electronic sites and after receiving bids, shall designate some newspaper or two electronic sites of general circulation in the city which are qualified to publish legal notices under the laws of the State of Michigan, as the official publications of the city for the next 24 months.*"

All bids submitted in ITB 24/25-04 was disqualified for not meeting bid specifications; thus ITB 24/25-05 was published for calendar year 2025 so that the City can get back in compliance with the city charter schedule.

I therefore recommend that the submitted bids be included in the December 23rd packet in order for Council to designate an Official Newspaper for the City of Romulus for 2025.

Note: The City will let for bids in 2025 for Council to designate the Official Newspaper for the next 24-months in full compliance with the Romulus City Charter.

TABULATION SHEET ITB 24/25-05 2025 OFFICIAL NEWSPAPER

COMPANY		Cost Per Column Inch 2025	Cost Per Column Inch 2025	Cost Per Column Inch 2025
8 PT. BODY TEXT/per column inch	\$4.75	\$	\$	
9 PT. BODY TEXT/per column inch	\$4.75	\$	\$	
10 PT. BODY TEXT/per column inch	\$4.75	\$	\$	
12 PT. BODY TEXT/per column inch	\$4.75	\$	\$	
Illustrations/Images	\$4.75	\$	\$	
Other Charges?				
# of Column Inches per Page	121			
# of Column Inches per Page	121			
# of Column Inches per Page	121			
# of Column Inches per Page	121			
# Years Serving Romulus W/O Interruption	139			
Frequency Of Publication	Not Answered			
Number of Carriers	Na			
Number of News stands	Na			
# of Virtual Subscribers Living in Romulus	200			
Total Weekly Circulation Within Romulus?	200			
Cost Per Issue?	\$0			
Day Paper Is Published?	Thursday			
Deadline For Submitting Legals (Day And Time)?	Noon Monday			
Will A Reporter Be Assigned To The City?	As Needed			
Approximate Number Of Hours Per Week	NA			
Can Accept Legals Electronically?	Not Answer			
Microsoft Office Word 2015	YES			
PDF	YES			
JPEG	YES			
PNG	YES			
Can accept camera ready slicks for events?	YES			
Does the newspaper have a website?	YES			
Can the publication be viewed online?	YES			
Is "Attachment IV – Sworn Statement of Circulation"?	YES			
	Cost 2025	Cost 2025	Cost 2025	
Is Attachment V- Sample Doc. #1? COST	\$422.11	\$	\$	
Is Attachment VI- Sample Doc #2? COST	\$22.24	\$	\$	
Is Attachment VII- Sample Doc #3? COST	\$96.24	\$	\$	
Is Attachment VIII- Sample Doc #4? COST	\$63.59	\$	\$	
Will any free ad space shall be provided?	The Eagle will provide 4 quarter-page advertisements in color to the City of Romulus for city sponsored events. The space can be used in quarter page increments, as one-half or two quarters or as a full-page. The advertisement must be submitted with regular publication deadlines			
Will any ad space be provided at a discounted or special rate to the City?	If additional space over the free quarter pages is requested by the city. The Eagle would change one half the regular advertising rate for that space. Rate card is attached.			
Attachment IX- Reduced Pricing for Event or Program Publications Schedule Attached?	Attachment			
Virtual Option				
Virtual Only?	Yes			
Virtual Pricing the same?	Yes			
Attachment X - Virtual Pricing Attachment?	Yes			
Exceptions?	No			
CERTIFIED?	Yes			

PUBLICLY OPENED 3:00 pm, Tuesday December 17, 2024 in the Romulus Council Office

THOSE IN ATTENDANCE:

#	NAME	COMPANY	TITLE
1	Christina Parker	City of Romulus	Purchasing Director
2	Gary Harris	City of Romulus	Assistant Finance Director
3			
4			

MINUTES OF ITB 24/25-05 2025 Official Newspaper

The public opening of the afore mentioned solicitation was held at 3:00 PM, in the Council Chambers at Romulus City Hall on Tuesday, December 17, 2024.

The following were present for the opening:

Christina Parker – Purchasing Director

Gary Harry – Assistant Finance Director

One (1) sealed bid was received and publicly opened

Associated Newspaper

A copy of the tabulation sheet is attached.

Respectfully submitted,



Christina Parker,
Purchasing Director

I, Christina Parker, Purchasing Director for the City of Romulus, do hereby certify the foregoing to be a true copy of the minutes of ITB 24/25-05 held on December 17, 2024 at 3:00pm.



Christina Parker,
Purchasing Director

VENDOR LIST
ITB 24/25-05 2025 Official Newspaper

Associated Newspaper
PO BOX 6320
Plymouth, MI 481710
swillett@journalgroup.com
ads@journalgroup.com

Telegram Newspaper
PO Box 29085
River Rouge, MI 48218
telegram@telegramnews.net

The News-Herald
1 Heritage Dr., Ste 100
Southgate, MI 48195
jackie@thenewsherald.com

Belleville Area Independent
152 Main St #9
Belleville, MI 48111
Baindependent@ameritech.net

The Wayne Dispatch
PO Box 156
Wayne, MI 48184
john@thewaynedispatch.com

REQUEST FOR COMPETITIVE BIDS

DEPARTMENT NAME: OFFICE OF THE CITY CLERK

DATE: 11/18/2024

I HEREBY REQUEST THAT COMPETITIVE BIDS BE LET FOR THE FOLLOWING MATERIAL, EQUIPMENT OR SERVICE: In accordance with Romulus City Charter, section 6.12, Official Newspaper

PURPOSE: To publish legal notices under the laws of the State of Michigan, as the "Official Newspaper" of the City for twelve (12) months. *Calendar year 2025*

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 2025/26 *4 2024/2025*

ACCOUNT INFORMATION

ACCOUNT/S NUMBER	\$ AMOUNT BUDGETED
101-215-900.000 (clerk)	\$ 10,000
101-262-900.000 (elections)	\$ 1,000
	\$

SIGNATURE OF DEPARTMENT HEAD:



FINANCE DEPARTMENT APPROVAL

FUNDS AVAILABILITY

ACCOUNT/S NUMBER	\$ FUNDS AVAILABLE
<i>101-215-900.000</i>	\$ <i>10,000</i>
<i>101-262-900.000</i>	\$ <i>1,000</i>
	\$

SIGNATURE OF FINANCE DEPARTMENT:



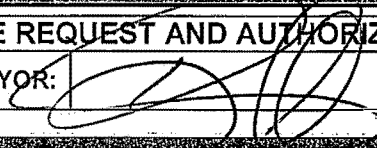
DATE:

11/18/2024

ADMINISTRATIVE APPROVAL

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

SIGNATURE OF MAYOR:



DATE:

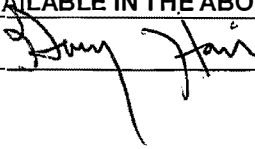
12.4.24

AVAILABILITY OF FUNDS FOR AWARD

THE BID SHALL BE AWARDED IN THE AMOUNT OF \$ *Not to exceed Budgeted Funds*

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

FINANCE DEPT. APPROVAL:



DATE:

12/4/2024



City of Romulus

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

Council Meeting Held: **December 23, 2024**

Item No. A.

General Description: Second Reading and Final Adoption of Budget Amendment 24/25-10

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

City Council

John Barden, Mayor Pro Tem

Virginia Williams, Councilwoman

Tina Talley, Councilwoman

William Wadsworth, Councilman

Celeste Roscoe, Councilwoman

Kathleen Abdo, Councilwoman

Allen Wilson, Councilman



CITY COUNCIL AGENDA ITEM REQUEST FORM

Submitted to: Choose an ite

Date Submitted:

Submitted by:

Department:

Council Meeting of:

TITLE/DESCRIPTION OF ITEM

--

ACTION REQUESTED

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

RECOMMENDED RESOLUTION/ACTION

--

City of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com

OFFICE USE ONLY

Approved for Council Agenda: ☐

AGENDA ITEM # .

MEMORANDUM

TO: Mayor Robert A. McCraight
FROM: Finance Department
DATE: 11/22/2024 MEF
SUBJECT: Budget Amendment 24/25-10

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT</u> <u>BALANCE</u>	<u>AMENDMENT</u>	<u>AMENDED</u> <u>BUDGET</u>
205-301 - PS Police <u>Expense</u>				
205-301-957.003	MCOLES CPE TRAINING	-	61,500	61,500
				-
<u>Revenue</u>				
205-301-539-003	MCOLES CPE STATE FUNDING	-	61,500	61,500

To recognize the MCOLES CPE funding and corresponding allowable expenses.

BUDGET AMENDMENT FORM			
INCREASE		INCREASE	
Account Number /Name	Amount	Account Number /Name	Amount
205-301-539.003 MCOLES CPE STATE FUNDING	\$ 61,500	205-301-957.003 MCOLES CPE TRAINING	\$ 61,500
TOTAL	\$ 61,500	TOTAL	\$ 61,500
PURPOSE:			
To recognize MCOLES CPE State funding and corresponding allowable expenses.			
DATE: 11/22/2024			
Department Head Signature:		MEF 11/22/24	
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: **December 23, 2024**

Item No. B.

General Description: Public Hearing Request for Monday, January 27, 2025, at 6:00 p.m. - Partial Street Vacation

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

City Council

John Barden, Mayor Pro Tem

Virginia Williams, Councilwoman

Tina Talley, Councilwoman

William Wadsworth, Councilman

Celeste Roscoe, Councilwoman

Kathleen Abdo, Councilwoman

Allen Wilson, Councilman



CITY COUNCIL AGENDA ITEM REQUEST FORM

Submitted to: Choose an ite

Date Submitted:

Submitted by:

Department:

Council Meeting of:

TITLE/DESCRIPTION OF ITEM

--

ACTION REQUESTED

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

RECOMMENDED RESOLUTION/ACTION

--

City of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com

OFFICE USE ONLY

Approved for Council Agenda: ☐

AGENDA ITEM # .



PETITIONER'S REQUEST TO VACATE STREET/ALLEY

This form starts the procedure for Romulus City Council to consider vacation of a street or alley in compliance with Article 1, Chapter 52, Section 52-1 of the City Code of Ordinances. There is a **\$200.00 Administrative fee** for this request. Please see the attached flow chart for an understanding of the process/procedure for street/alley vacation requests.

New Malwa Express Inc / 13BB Holdings LLC / Malwa Group Inc

Petitioner's Name

28666 Hildebrandt St

Petitioner's Address

<u>Romulus</u>	<u>MI</u>	<u>48174</u>	<u>(313)707 7787</u>
City	State	Zip Code	Phone Number

<u>mavi@newmalwa.com</u>	Is this an alley or street vacation? <u>Street</u>
Email Address	

Please state an exact description of the street or alley that is requested to be vacated. *Maps are available in the Assessor's Office.*

Requesting to Vacate Lorman St. South of Hildebrandt St from Loraine St to Hyde Park St.

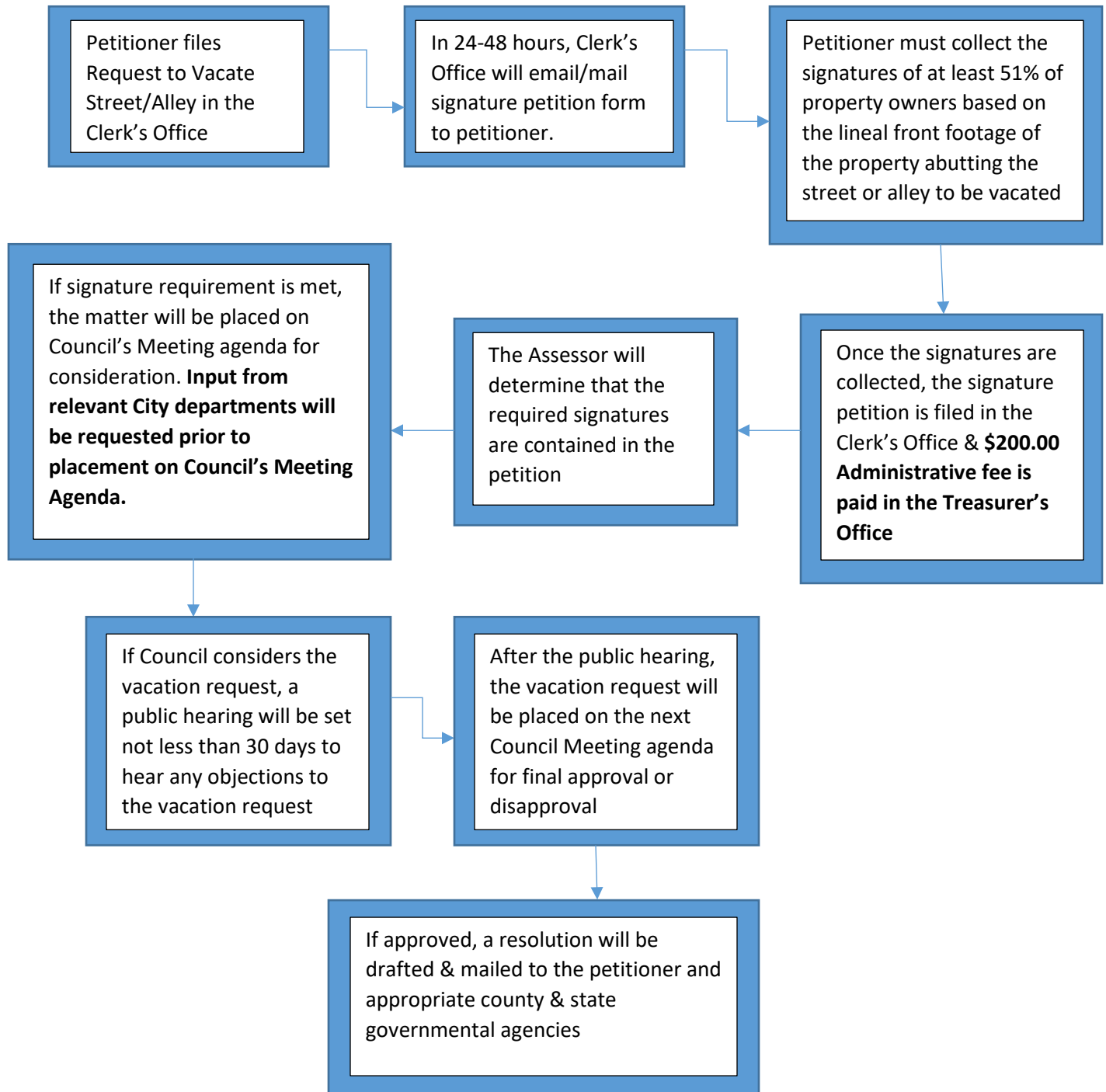
Manny Mavi
Signature of Petitioner

11/15/2024
Date Signed



PETITIONER'S REQUEST TO VACATE STREET/ALLEY

Alley/Street Vacation Flow Chart



WE, THE UNDERSIGNED, BEING AT LEAST SIXTY (51%) PERCENT OF THE PROPERTY OWNERS OF RECORD IN THE SUBDIVISION HEREINAFTER DESCRIBED, PETITION YOUR HONORABLE BODY TO PARTIALLY VACATE THE STREET OF LORMAN AVE. IN THE OSBERG AIRPORT ESTATES SUBDIVISION, EAST OF MIDDLEBELT ROAD, BETWEEN HYDE PARK AVE. AND LORAINA AVE., ABUTTING LOTS 99, 100-103 INCLUSIVE, 104 – 107 INCLUSIVE, 108-113 INCLUSIVE, 119, 120-123 INCLUSIVE, AND 127-128, LOCATED IN THE S.W. ¼ SECTION 13 OF THE CITY OF ROMULUS, COUNTY OF WAYNE RETAINING ALL UTILITY EASEMENTS OF RECORD AND 12 FOOT UTILITY EASEMENT. ADJACENT PROPERTY OWNERS WILL GAIN AN EXTRA THIRTY (30) FEET OF PROPERTY IF STREET IS VACATED.

PETITION			
ADDRESS	NAME	SIGNATURE	DATE
Hyde Park/Lorman Dp# 80 051 01 0099 300	Simarjit Singh		
Hyde Park/Lorman DP# 80 051 01 0100 300	Detroit City Properties LLC Waseem Al-Mawri		
Lorman DP# 80 051 01 0104 300	13BB Holdings LLC Gursewak Singh	<i>GL</i>	12/5/24
29284 Lorman DP# 80 051 01 0108 300	Malwa Group Inc. Majinder Mavi	<i>Majinder Mavi</i>	12-1-24
Lorman DP# 80 051 01 0114 000	13BB Holdings LLC Gursewak Singh	<i>GL</i>	12/5/24
Central/Lorman DP# 80 051 01 0120 300	Malwa Group Inc. Majinder Mavi	<i>Majinder Mavi</i>	12-1-24
Central DP# 80 051 01 0121 300	Malwa Group Inc. Majinder Mavi	<i>Majinder Mavi</i>	12-1-24
Central DP# 80 051 01 0122 300	Malwa Group Inc. Majinder Mavi	<i>Majinder Mavi</i>	12-1-24
Central DP# 80 051 01 0123 300	Malwa Group Inc. Majinder Mavi	<i>Majinder Mavi</i>	12-1-24
Lorman/Loraine DP# 80 051 01 0127 300	Malwa Group Inc. Majinder Mavi	<i>Majinder Mavi</i>	12-1-24
Loraine DP# 80 051 01 0128 000	13BB Holdings LLC Gursewak Singh	<i>GL</i>	12/5/24

I, Majinder Mavi, BEING DULY SWORN, STATE THAT I AM THE CIRCULATOR OF THE SIGNATURES OF THE PROPERTY OWNERS OF RECORD.

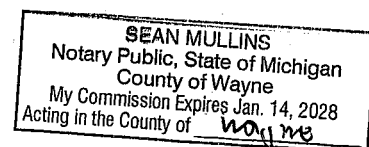
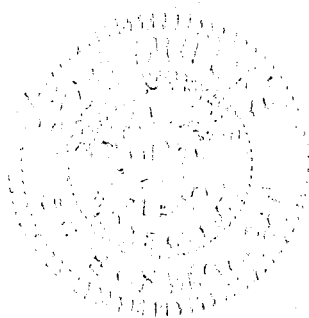
Majinder Mavi
Circulator

12-9-24
Date

Subscribed and sworn before me, a Notary Public, in the County of Wayne, State of Michigan, this 9th day of December, 2024.

Sm *gurdh*, Notary Public

My Commission Expires: 1-14-28



Parcel Number	Site Address	Owner of Record
80 051 01 0099 300	HYDE PARK/LORMAN	SINGH SIMARJIT
80 051 01 0100 300	HYDE PARK/LORMAN	DETROIT CITY PROPERTIES LLC
80 051 01 0104 300	LORMAN	13BB HOLDINGS LLC
80 051 01 0108 300	29284 LORMAN	MALWA GROUP INC
80 051 01 0114 000	LORMAN	13BB HOLDINGS LLC
80 051 01 0120 300	CENTRAL/LORMAN	MALWA GROUP INC
80 051 01 0121 300	CENTRAL	MALWA GROUP INC
80 051 01 0122 300	CENTRAL	MALWA GROUP INC
80 051 01 0123 300	CENTRAL	MALWA GROUP INC
80 051 01 0124 000	LORAINE	NEW MALWA EXPRESS INC
80 051 01 0125 000	LORAINE	NEW MALWA EXPRESS INC
80 051 01 0126 000	LORAINE	NEW MALWA EXPRESS INC
80 051 01 0127 000	LORMAN/LORAINE	MALWA GROUP INC
80 051 01 0128 000	LORAINE	13BB HOLDINGS LLC

total frontage along Lorman from I
% of front footage of those signing

Resident Agent Name	Frontage	Signed?
n/a	135	no
Waseem Al-Mawri	135	no
Gursewak Singh	165	X
Majinder Mavi	195	X
Gursewak Singh	135	X
Majinder Mavi	156	X
Majinder Mavi	no frontage	X
Majinder Mavi	no frontage	X
Majinder Mavi	no frontage	X
Gursewak Singh	no frontage	X
Gursewak Singh	no frontage	X
Gursewak Singh	no frontage	X
Majinder Mavi	126	X
Gursewak Singh	135	X
		912

Hyde Park to Loraine	1200
3 petition	76%



City of Romulus

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

Council Meeting Held: **December 23, 2024**

Item No. C.

General Description: Study Session Request for Monday, January 27, 2025, at 6:30 p.m. - Audit Presentation for FY ending June 30, 2024

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

City Council

John Barden, Mayor Pro Tem

Virginia Williams, Councilwoman

Tina Talley, Councilwoman

William Wadsworth, Councilman

Celeste Roscoe, Councilwoman

Kathleen Abdo, Councilwoman

Allen Wilson, Councilman



CITY COUNCIL AGENDA ITEM REQUEST FORM

Submitted to: Choose an ite

Date Submitted:

Submitted by:

Department:

Council Meeting of:

TITLE/DESCRIPTION OF ITEM

--

ACTION REQUESTED

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

RECOMMENDED RESOLUTION/ACTION

--

City of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com

OFFICE USE ONLY

Approved for Council Agenda: ☐

AGENDA ITEM # .

Memorandum

To: Ellen Craig-Bragg, City Clerk
From: Maria Farris, Finance Director
Date: December 18, 2024
Re: Study Session to present the June 30, 2024 Audit

On behalf of the Finance Department and Plante Moran, I am requesting a 45 minute study session with City Council on January 27, 2025 from 6:30pm to 7:15 pm. Plante Moran to present and answer questions regarding the audit ending fiscal year June 30, 2024.

If you have any questions, please let me know.

Thank you.



City of Romulus

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

Council Meeting Held: **December 23, 2024**

Item No. D.

General Description: Approval of the 2025 Citywide Yard Sale Dates

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



MEMORANDUM

To: Honorable City Council

From: Ellen L. Craig-Bragg, City Clerk

Cc: D'Sjonaun Hockenhull, Deputy City Clerk

Date: December 18, 2024

Re: 2025 Citywide Yard Sale

By approval of City Council, the Clerk's Office sponsors an annual fee-free Citywide Yard Sale event for the spring and fall seasons to the residents.

The Clerk's Office is requesting two actions from the City Council:

1. To approve the **2025 Citywide Spring Yard Sale** for Thursday May 15th through Sunday, May 18th with rain dates of Thursday May 29th through Sunday June 1st.
2. To approve the **2025 Citywide Fall Yard Sale** for Thursday, September 25th through Sunday, September 28th with rain dates of Thursday, October 2nd through Sunday, October 5th.



City of Romulus

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

Council Meeting Held: **December 23, 2024**

Item No. E.

General Description: Approval of the 2025 Regular Council Meeting Schedule

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

City Council

John Barden, Mayor Pro Tem

Virginia Williams, Councilwoman

Tina Talley, Councilwoman

William Wadsworth, Councilman

Celeste Roscoe, Councilwoman

Kathleen Abdo, Councilwoman

Allen Wilson, Councilman



CITY COUNCIL AGENDA ITEM REQUEST FORM

Submitted to: Choose an ite

Date Submitted:

Submitted by:

Department:

Council Meeting of:

TITLE/DESCRIPTION OF ITEM

--

ACTION REQUESTED

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

RECOMMENDED RESOLUTION/ACTION

--

City of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com

OFFICE USE ONLY

Approved for Council Agenda: ☐

AGENDA ITEM # .



CITY OF ROMULUS CITY COUNCIL MEETING SCHEDULE FOR 2025

**City Council meets on the Second and Fourth Monday
of each month at 7:30 p.m.**

**Romulus City Hall Council Chambers
11111 Wayne Road,
Romulus, Michigan 48174**

JANUARY

Monday, January 13, 2025
Monday, January 27, 2025

JULY

Monday, July 14, 2025
Monday, July 28, 2025

FEBRUARY

Monday, February 10, 2025
Monday, February 24, 2025

AUGUST

Monday, August 11, 2025
Monday, August 25, 2025

MARCH

Monday, March 10, 2025
Monday, March 24, 2025

SEPTEMBER

Monday, September 08, 2025
Monday, September 22, 2025

APRIL

Monday, April 14, 2025
Monday, April 28, 2025

OCTOBER

Monday, October 13, 2025
Monday, October 27, 2025

MAY

Monday, May 12, 2025
Tuesday, May 27, 2025**

NOVEMBER

Monday, November 10, 2025
Monday, November 24, 2025

JUNE

Monday, June 09, 2025
Monday, June 23, 2025

DECEMBER

Monday, December 08, 2025
Monday, December 22, 2025

**Indicates Council Meeting scheduled the day following a Federal Holiday.

A handwritten signature in black ink, reading "Ellen L. Craig-Bragg".

Ellen L. Craig-Bragg, Clerk



City of Romulus

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

Council Meeting Held: **December 23, 2024**

Item No. F.

General Description: Study Session Request for Monday, January 13, 2025, at 6:00 pm - Zoning Text Amendment

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

City Council

John Barden, Mayor Pro Tem

Virginia Williams, Councilwoman

Tina Talley, Councilwoman

William Wadsworth, Councilman

Celeste Roscoe, Councilwoman

Kathleen Abdo, Councilwoman

Allen Wilson, Councilman



CITY COUNCIL AGENDA ITEM REQUEST FORM

Submitted to: Choose an ite

Date Submitted:

Submitted by:

Department:

Council Meeting of:

TITLE/DESCRIPTION OF ITEM

--

ACTION REQUESTED

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

RECOMMENDED RESOLUTION/ACTION

--

City of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com

OFFICE USE ONLY

Approved for Council Agenda: ☐

AGENDA ITEM # .

PLANNING DEPARTMENT MEMORANDUM

DATE: December 17, 2024

To: Ellen Craig-Bragg, City Clerk and D’Sjonaun Hockenhull, Deputy Clerk

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

SUBJECT: Study Session for **January 13, 2025 at 6:00 PM**

TA-2024-002; Zoning Ordinance Text Amendments, Section 3.06 Parking and Storage of Recreational Vehicles, Commercial Vehicles and Automobiles in Residential Districts

The Planning Department would like to respectfully request a study session with the City Council to be held at 6:00 p.m. on Monday, January 13, 2025 for the purpose of discussing the proposed amendment for storage of recreational vehicles, commercial vehicles and automobiles in residential districts.

The amendment was introduced to the Planning Commission on July 15, 2024 and the Planning Commission recommended to City Council the approval of the proposed amendment on September 16, 2024. Steve Hitchcock, City Attorney, will be presenting the proposed amendment to the City Council.

cc Mayor Robert A. McCraight
Julie Wojtylko, Chief of Staff
Carol Maise, City Planner
Steve Hitchcock, City Attorney, GMH

kh



City of Romulus

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

Council Meeting Held: **December 23, 2024**

Item No. G.

General Description: **For Your Information: 2025 Boards & Commissions Meeting Calendar**

- Romulus Board of Review
- Romulus Library Board
- Police Fire & Safety Commission
- Cemetery Board of Trustees
- Planning Commission

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus 2025 Board of Review

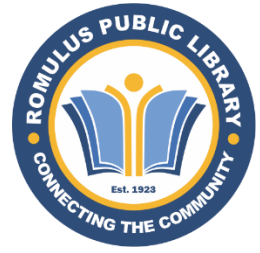
**Council Chambers
11111 Wayne, Romulus MI 48174**

2025 Board of Review

March 04, 2025	9:30 to noon – Organizational Meeting
March 10, 2025	9:00 to 4:00 pm – Taxpayer Appeals by appointment
March 11, 2025	6:00 to 9:00 pm – Taxpayer Appeals by appointment
March 12, 2025	12:30 to 3:30 pm – Taxpayer Appeals by Appointment (adjourn at 3:30)
March 13, 2025 (tentative)	9:00 to 4:00 pm – overflow day for appeals
July 22, 2025	9:30 to noon – Corrections, Mutual Mistakes of Fact & Poverty Applications
December 09, 2025	9:30 to noon – Corrections, Mutual Mistakes of Fact & Poverty Applications

2025 LIBRARY BOARD MEETINGS

*Meets the third Monday of the month at 5 p.m. unless otherwise noted.
Meetings held at the Library in Community Room 2 unless otherwise noted.*



Tuesday, Jan. 21

Tuesday, Feb. 18

Monday, March 17

Monday, April 21

Monday, May 19

Monday, June 16

Monday, July 21

Monday, Aug. 18

Monday, Sept. 15

Monday, Oct. 20

Monday, Nov. 17

Monday, Dec. 15



MEMORANDUM

TO: D'Sjonaun Hockenhull, Deputy City Clerk

FROM: Ken Chapman, Fire Chief

SUBJECT: 2025 Police-Fire Safety Commission meeting schedule

DATE: December 11, 2024

The Police Fire Safety Commission meets on the 3rd Tuesday of every month. The 2025 scheduled dates will be:

- January 21, 2025
- February 18, 2025
- March 18, 2025
- April 15, 2025
- May 20, 2025
- June 17, 2025
- July 15, 2025
- August 19, 2025
- September 16, 2025
- October 21, 2025
- November 18, 2025
- December 16, 2025

All meeting will be scheduled to start at 4:00 p.m., in the Romulus City Hall - Council chambers.

Ken Chapman, Fire Chief

Office: (734)955-8964



**CITY OF ROMULUS
CEMETERY BOARD OF TRUSTEES SCHEDULE FOR
2025**

**CEMETERY BOARD MEETS ON THE FOURTH TUESDAY
OF THE MONTH AT 4:30 p.m. (Unless Otherwise Noted)
Romulus City Hall Council Chambers
11111 Wayne Road,
Romulus, Michigan 48174**

JANUARY

No meeting scheduled

FEBRUARY

Tuesday, February 25, 2025

MARCH

Tuesday, March 25, 2025

APRIL

Tuesday, April 22, 2025

MAY

Tuesday, May 27, 2025

JUNE

Tuesday, June 24, 2025

JULY

Tuesday, July 22, 2025

AUGUST

Tuesday, August 26, 2025

SEPTEMBER

Tuesday, September 23, 2025

OCTOBER

Tuesday, October 28, 2025

NOVEMBER

No meeting scheduled

DECEMBER

No meeting scheduled

MEMORANDUM

DATE: November 12, 2024

TO: Ellen L. Craig-Bragg, City Clerk

FROM: Carol Maise, City Planner

SUBJECT: **2025 Meeting Dates**

For your consideration, listed below are the revised proposed regular meeting dates for the Planning Commission in 2024.

Regular Meeting dates:

- *Wednesday, January 22, 2025
- *Wednesday, February 19, 2025
- Monday, March 17, 2025
- Monday, April 21, 2025
- Monday, May 19, 2025
- Monday, June 16, 2025
- Monday, July 21, 2025
- Monday, August 18, 2025
- Monday, September 15, 2025
- Monday, October 20, 2025
- Monday, November 17, 2025
- Monday, December 15, 2025

* moved to Wednesday due to holiday

KH

cc: Mayor Robert McCraight



City of Romulus

Treasurer's Report

Council Meeting Held:

December 23, 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:

December 23, 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:

December 23, 2024

Item No. 9.

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Seconded by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Ayes: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Nays: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Abstain: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

New Business

Council Meeting Held:
Item No. 10.

December 23, 2024

General Description: _____

Resolution No._____

Moved by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Seconded by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Ayes: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Nays: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Abstain: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Warrant

Council Meeting Held: **December 23, 2024**

Item No. A.

General Description: Approval of Warrant #:24-24 for checks presented in the amount of \$874,633.61

Resolution No. _____

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

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

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

CITY OF ROMULUS
WARRANT REGISTER SUMMARY

Council Meeting Date: December 23, 2024
Warrant Number: 24-24

TOTAL WARRANT REGISTER 874,633.61

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

12/18/2024

CHECK DISBURSEMENT REPORT FOR CITY OF ROMULUS
CHECK DATE FROM 12/5/24 - 12/18/24

Fund		Amount
Total for fund 101	General Fund	156,759.15
Total for fund 202	Major Street Fund	11,867.86
Total for fund 203	Local Street Fund	5,833.24
Total for fund 205	Public Safety Fund	104,501.05
Total for fund 208	Romulus Athletic Center	8,324.99
Total for fund 211	Cable TV	1,741.13
Total for fund 218	Merriman Rd. Spec. Assess	414.57
Total for fund 219	Street Lighting Fund	56,462.08
Total for fund 226	Garbage & Rubbish Collection Fund	928.80
Total for fund 245	Oakwood SAD	75.43
Total for fund 247	Tax Increment Finance Authority	75,310.87
Total for fund 248	Downtown Development Authority	6,083.72
Total for fund 260	Michigan Indigent Defense Fund	14,816.80
Total for fund 261	911 Service Fund	649.32
Total for fund 265	Drug Law Enforcement Fund	1,250.75
Total for fund 266	Law Enforcement - Federal	39,906.93
Total for fund 271	Library Fund	6,359.52
Total for fund 592	Water & Sewer Fund	278,134.24
Total for fund 661	Motor Vehicle	28,715.46
Total for fund 664	Technology Fund	2,694.98
Total for fund 676	Retiree's Ins. Benefits	14,161.15
Total for fund 701	Revolving Fund	14,091.25
Total for fund 703	Current Tax	7,900.17
Total for fund 704	Imprest Payroll Fund	37,650.15
TOTAL - ALL FUNDS		874,633.61

12/18/2024

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 12/05/2024 - 12/18/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank POOL POOLED CASH						
12/18/2024	POOL	1896(E)	0016	BLUE CROSS/BLUE SHIELD OF MICH	AMENDED DECEMBER 2024 BLUE CROSS	1,771.28
12/18/2024	POOL	1897(E)	1468	CITY OF ROMULUS	11147 HUNT WATER BILL, 11/01/24 - 11/30/	17.71
12/18/2024	POOL	1898(E)	1468	CITY OF ROMULUS	36525 BIBBINS WATER BILL, 11/01/24 - 11/	128.67
12/18/2024	POOL	1899(E)	1468	CITY OF ROMULUS	12300 WAYNE WATER BILL 11/01/24 - 11/30/	150.10
12/18/2024	POOL	1900(E)	1468	CITY OF ROMULUS	11165 OLIVE A WATER BILL 11/01/24 - 11/3	77.36
12/18/2024	POOL	1901(E)	1468	CITY OF ROMULUS	12600 WAYNE WATER BILL 11/01/24 - 11/30	210.00
12/18/2024	POOL	1902(E)	1468	CITY OF ROMULUS	37230 NORTHLINE WATER BILL 11/01/24 - 11	94.35
12/18/2024	POOL	1903(E)	1468	CITY OF ROMULUS	7221 MIDDLEBELT WATER BILL 11/01/24 - 11	150.10
12/18/2024	POOL	1904(E)	1468	CITY OF ROMULUS	11165 OLIVE B WATER BILL 11/01/24 - 11/3	85.31
12/18/2024	POOL	1905(E)	1468	CITY OF ROMULUS	11189 SHOOK WATER BILL 11/01/24 - 11/30/	25.68
12/18/2024	POOL	1906(E)	1468	CITY OF ROMULUS	28777 EUREKA WATER BILL 11/01/24 - 11/30	166.03
12/18/2024	POOL	1907(E)	1468	CITY OF ROMULUS	11131 WAYNE WATER BILL 11/01/24 - 11/30/	508.53
12/18/2024	POOL	1908(E)	1468	CITY OF ROMULUS	11129 WAYNE, NEW 34TH DIST. COURT 11/01/	333.06
12/18/2024	POOL	1909(E)	1468	CITY OF ROMULUS	6900 WAYNE WATER BILL 11/01/24 - 11/30/2	94.35
12/18/2024	POOL	1910(E)	1468	CITY OF ROMULUS	11111 WAYNE WATER BILL 11/01/24 - 11/30/	181.97
12/18/2024	POOL	1911(E)	1468	CITY OF ROMULUS	11121 WAYNE WATER BILL 11/01/24 - 11/30/	112.75
12/18/2024	POOL	1912(E)	0581	COMERICA COMM. CARD SERV.	KEN CHAPMAN COMERICA CARD PURCHASES FOR MIKE LASKASKA COMERICA CARD PURCHASES FO PATTY BRADEN COMERICA CARD PURCHASES FOR CHRISTINA PARKER COMERICA CARD PURCHASES GARY HARRIS COMERICA CARD PURCHASES FOR	908.83 3,588.65 164.18 909.59 <u>1,751.92</u>
						7,323.17
12/18/2024	POOL	1913(E)	0020	DELTA DENTAL PLAN OF MICHIGAN	NOVEMBER 2024 DELTA DENTAL INSURANCE	25,793.26
12/18/2024	POOL	1914(E)	0012	DTE ENERGY	16869 BRANDT - CREEKSIDE PUMP STATION 11 12055 WAYNE - BIRD HOUSE 11/02/24 - 12/ 12300 WAYNE - ANIMAL SHELTER 11/02/24 - 6900 WAYNE - FIRE STATION #3 10/31/24 - OAKWOOD STORM SEWER PUMP STATION - 15409 38205 BARTH - EMERGENCY SIREN 10/02/24 - 38205 BARTH - EMERGENCY SIREN 10/31/24 - 6241 DEXTER - BOICE PARK 11/02/24 - 12/ 7219 MIDDLEBELT - FIRE #2 11/01/24 - 12 7506 MERRIMAN - LANDSCAPING SERVICE PERI VINING RD HOT BOX - 34155 GODDARD - 11/0 11147 HUNT - HISTORICAL PAVILLION - 11/ 10202 SHOOK RD - CEMETERY -11/02/24 - 1 11120 HUNT - SCHOOL HOUSE @ HISTORICAL P 9755 OZGA - ELMER JOHNSON PARK 11/02/24 11189 SHOOK - CHAMBER BLDG 11/02/24 - 12 37230 NORTHLINE- FS #1 11/02/24 - 12/03/ 6061 COLUMBUS - FERNANDEZ PARK 11/7/24 - 12600 WAYNE - DPW - 11/9/24 - 12/11/24 11165 OLIVE - POLICE STATION -11/9/24 - 28777 EUREKA - FS #4, - 11/9/24 - 12/11 36525 BIBBINS - SR CTR - 11/9/24 - 12/11 38834 HURON RIVER DR - WATER PUMP 11/6/2	60.35 10.53 971.80 49.21 75.43 28.57 30.05 45.32 737.74 414.57 572.59 57.16 35.18 75.92 81.06 247.63 101.71 17.62 2,433.58 2,491.70 887.20 1,697.72 <u>53.07</u>
						11,175.71
12/18/2024	POOL	1915(E)	0012	DTE ENERGY	31558 GODDARD - WATER PUMP 11/02/24 - 12	932.69
12/18/2024	POOL	1916(E)	0891	HOME DEPOT	24/25 BLANKET PO FOR MISC SUPPLIES - DPW 24/25 BLANKET PO FOR MISC SUPPLIES - DPW EQUIPMENT AND TOOLS FOR #112 AND SIGN SH LIGHTS FOR KINSLEY HOUSE LIGHTS FOR KINSLEY HOUSE 24/25 BLANKET PO FOR MISC SUPPLIES - DPW 24/25 BLANKET PO FOR MISC SUPPLIES - DPW 24/25 BLANKET PO FOR MISC SUPPLIES - DPW 24/25 BLANKET PO FOR MISC SUPPLIES - DPW 24/25 BLANKET PO FOR MISC SUPPLIES - DPW	830.97 283.76 307.97 32.66 35.92 50.10 14.35 17.99 48.95 <u>24.48</u>
						1,647.15
12/18/2024	POOL	1917(E)	3992	INVOICE CLOUD INC.	INVERTED PO FOR MONTHLY FEES FOR CREDIT	624.25
12/18/2024	POOL	1918(E)	4326	TELNET WORLDWIDE, INC	DIGITAL E-FAX BUNDLE NOVEMBER 2024 DIGITAL E-FAX BUNDLE DECEMBER 2024	83.00 <u>83.00</u>
						166.00
12/18/2024	POOL	1919(E)	1014	THE HARTFORD-PRIORITY ACCOUNTS	NOVEMBER 2024 VOLUNTARY LIFE BENEFIT DECEMBER 2024 VOLUNTARY LIFE BENEFIT	846.37 902.87

12/18/2024

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 12/05/2024 - 12/18/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					NOVEMBER 2024 HARTFORD INSURANCE CUST #	9,540.86
					DECEMBER 2024 HARTFORD INSURANCE CUST #	<u>9,592.32</u>
						20,882.42
12/18/2024	POOL	87433	2942	AIRGAS, INC.	24/25 BLANKET PO FOR AIRGAS INC - FOR OX	29.76 V
					24/25 BLANKET PO FOR AIRGAS INC - FOR OX	<u>77.99</u> V
						107.75
12/18/2024	POOL	87434	1279	AJAX MATERIALS CORPORATION	ITB 21/22-10 UPM COLD PATCH FOR 24/25 FY	3,428.10 V
12/18/2024	POOL	87435	4431	ALCON LIGHTING, INC	VETERANS MEMORIAL IN-GROUND LIGHTING	5,129.40 V
12/18/2024	POOL	87436	3336	ALLIE BROTHERS, INC	UNIFORM ITEMS	390.59 V
					UNIFORM ITEMS	64.14 V
					UNIFORM ITEMS	144.19 V
					UNIFORM CAMERA MOUNT ADDED TO VEST	280.00 V
					UNIFORM ITEMS	47.34 V
					UNIFORM ITEMS	16.38 V
					UNIFORM ITEMS	<u>155.40</u> V
						1,098.04
12/18/2024	POOL	87437	2804	AMAZON CAPITAL SERVICES	A3J18HWSI262XT	12.59 V
					A3J18HWSI262XT	324.66 V
					A3J18HWSI262XT	67.03 V
					A3J18HWSI262XT	18.60 V
					A3J18HWSI262XT	27.28 V
					A3J18HWSI262XT	96.68 V
					A3J18HWSI262XT	281.75 V
					A3J18HWSI262XT	662.07 V
					A3J18HWSI262XT	4.43 V
					A3J18HWSI262XT	601.35 V
					A3J18HWSI262XT	18.30 V
					A3J18HWSI262XT	40.17 V
					A3J18HWSI262XT	87.11 V
					A3J18HWSI262XT	82.99 V
					A3J18HWSI262XT	21.99 V
					HERSHEY KISSES 2 LB	23.73 V
					CHER: THE MEMOIR	20.98 V
					KIDS NONFICTION	73.69 V
					THE CELESTINE PROPHECY	12.49 V
					CHROMEBOOK CASE	49.92 V
					A BLOOM IN WINTER	18.22 V
					DOCTOR WHO	25.98 V
					STACKING TOYS	18.39 V
					MAKE THE SEASON BRIGHT	17.10 V
					HOLIDAY COCOA BAR	318.22 V
					ELECTRONIC SCREEN WIPES	25.94 V
					EMOTIONAL BOOKS AND CARDS	44.40 V
					MARY ANNING KIDS BOOKS	15.99 V
					YOUTH REPLACEMENTS	58.09 V
					A3J18HWSI262XT CREDIT MEMO	<u>(33.99)</u> V
						3,036.15
12/18/2024	POOL	87438	4027	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES FINANCE GEL PENS	13.37 V
					CABINET FOR WATER/FINANCE DEPARTMENT	99.99 V
					CAMERA, NETWORKING AND OFFICE SUPPLY	1,345.82 V
					RESTOCKING OF SIGN MATERIALS INVENTORY	88.02 V
					OFFICE SUPPLIES	22.38 V
					OFFICE SUPPLIES	74.60 V
					BLDG PERMIT - PLAN SUPPLIES	62.95 V
					SUPPLIES FOR BLDG INSPECTORS	120.00 V
					SUPPLIES FOR BLDG INSPECTORS	234.95 V
					CERTIFICATE FRAMES & FOLDERS FOR AWARDS	156.93 V
					OFFICE & COUNCIL SUPPLIES	<u>201.99</u> V
						2,421.00
12/18/2024	POOL	87439	2942	AIRGAS, INC.	24/25 BLANKET PO FOR AIRGAS INC - FOR OX	29.76
					24/25 BLANKET PO FOR AIRGAS INC - FOR OX	<u>77.99</u>
						107.75

12/18/2024

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 12/05/2024 - 12/18/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/18/2024	POOL	87440	1279	AJAX MATERIALS CORPORATION	ITB 21/22-10 UPM COLD PATCH FOR 24/25 FY	3,428.10
12/18/2024	POOL	87441	4431	ALCON LIGHTING, INC	VETERANS MEMORIAL IN-GROUND LIGHTING	5,129.40
12/18/2024	POOL	87442	3336	ALLIE BROTHERS, INC	UNIFORM ITEMS	390.59
					UNIFORM ITEMS	64.14
					UNIFORM ITEMS	144.19
					UNIFORM CAMERA MOUNT ADDED TO VEST	280.00
					UNIFORM ITEMS	47.34
					UNIFORM ITEMS	16.38
					UNIFORM ITEMS	155.40
						1,098.04
12/18/2024	POOL	87443	2804	AMAZON CAPITAL SERVICES	A3J18HWSI262XT	12.59
					A3J18HWSI262XT	324.66
					A3J18HWSI262XT	67.03
					A3J18HWSI262XT	18.60
					A3J18HWSI262XT	27.28
					A3J18HWSI262XT	96.68
					A3J18HWSI262XT	281.75
					A3J18HWSI262XT	662.07
					A3J18HWSI262XT	4.43
					A3J18HWSI262XT	601.35
					A3J18HWSI262XT	18.30
					A3J18HWSI262XT	40.17
					A3J18HWSI262XT	87.11
					A3J18HWSI262XT	82.99
					A3J18HWSI262XT	21.99
					HERSHEY KISSES 2 LB	23.73
					CHER: THE MEMOIR	20.98
					KIDS NONFICTION	73.69
					THE CELESTINE PROPHECY	12.49
					CHROMEBOOK CASE	49.92
					A BLOOM IN WINTER	18.22
					DOCTOR WHO	25.98
					STACKING TOYS	18.39
					MAKE THE SEASON BRIGHT	17.10
					HOLIDAY COCOA BAR	318.22
					ELECTRONIC SCREEN WIPES	25.94
					EMOTIONAL BOOKS AND CARDS	44.40
					MARY ANNING KIDS BOOKS	15.99
					YOUTH REPLACEMENTS	58.09
					A3J18HWSI262XT CREDIT MEMO	(33.99)
						3,036.15
12/18/2024	POOL	87444	4027	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES FINANCE GEL PENS	13.37
					CABINET FOR WATER/FINANCE DEPARTMENT	99.99
					CAMERA, NETWORKING AND OFFICE SUPPLY	1,345.82
					RESTOCKING OF SIGN MATERIALS INVENTORY	88.02
					OFFICE SUPPLIES	22.38
					OFFICE SUPPLIES	74.60
					BLDG PERMIT - PLAN SUPPLIES	62.95
					SUPPLIES FOR BLDG INSPECTORS	120.00
					SUPPLIES FOR BLDG INSPECTORS	234.95
					CERTIFICATE FRAMES & FOLDERS FOR AWARDS	156.93
					OFFICE & COUNCIL SUPPLIES	201.99
						2,421.00
12/18/2024	POOL	87445	0042	AMERICAN TRAFFIC SAFETY MATERIALS	RESTOCKING OF SIGN MATERIALS INVENTORY	2,890.50
12/18/2024	POOL	87446	MISC	ANN MCCAULEY	REFUND SENIOR ROOM RENTAL12/07/24	100.00
12/18/2024	POOL	87447	4437	ANTHONY PHIFER JR	PEE WEE YOUTH BASKETBALL FALL LEAGUE	60.00
12/18/2024	POOL	87448	1532	APCO INTERNATIONAL, INC.	BULLYING & NEGATIVITY IN THE COMMUNICATI	355.00
					CRISIS NEGOTIATIONS - 12/16-24 (VIRTUAL)	355.00
						710.00
12/18/2024	POOL	87449	2903	APPLIED INNOVATION	DEC 24 BASE RATE, ADDITIONAL PAGES NOV 2	844.72
12/18/2024	POOL	87450	0976	ASSOC. OF WAYNE COUNTY CLERKS	2025 MEMBERSHIP FOR CLERK, DEP CLERK, EL	500.00
12/18/2024	POOL	87451	0529	ASSOCIATED NEWSPAPERS OF MICHIGAN	ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	59.38
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	71.25
						130.63

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 12/05/2024 - 12/18/2024

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12/18/2024

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 12/05/2024 - 12/18/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/18/2024	POOL	87463	1980	COMCAST	ACCT # 8529 10 214 0290387, UNIT COURTES	21.62
12/18/2024	POOL	87464	1980	COMCAST	8529 10 214 0281543 BUSINESS CABLE 12/18	167.06
12/18/2024	POOL	87465	4215	COMMERCIAL REAL ESTATE EXCHANGE, IN	MONTHLY REAL ESTATE CONSULTING FY 24/25	138.99
12/18/2024	POOL	87466	4443	COMPLETE MECHANICAL CONTRACTING, IN	INSTALLATION OF EXHAUST HOOD AT 37133 GO	4,276.00
12/18/2024	POOL	87467	0572	CONTRACTORS CONNECTION	HOSE FOR 6" PUMP	1,920.00
12/18/2024	POOL	87468	4400	CONTRACTORS PIPE AND SUPPLY	KINSLEY HOUSE SUMP PUMP	209.14
12/18/2024	POOL	87469	0885	CORELOGIC	2024 Sum Tax Refund 80 079 01 0056 000	1,848.49
12/18/2024	POOL	87470	0885	CORELOGIC	2024 Sum Tax Refund 80 062 04 0033 000	1,414.22
12/18/2024	POOL	87471	0885	CORELOGIC	2024 Sum Tax Refund 80 067 02 0474 300	428.35
12/18/2024	POOL	87472	0885	CROVA JOHN J - SHARON R	2024 Sum Tax Refund 80 079 01 0021 002	1,952.83
12/18/2024	POOL	87473	0225	CROVA SALES & SERVICE	24/25 BLANKET PO FOR CROVA SALES - DPW	172.50
12/18/2024	POOL	87474	3209	DEN-MAN CONTRACTORS	BD BOND REFUND 14700 BARBER	500.00
12/18/2024	POOL	87475	4238	DJ'S LANDSCAPE MANAGEMENT	ITB 22/23-19 CEMETERY AND DOWNTOWN ALLEY	940.00
12/18/2024	POOL	87476	0411	DORNBOSS SIGN & SAFETY INC	SIGN ITEMS MATERIALS TO REPLENISH INVENT	960.00
12/18/2024	POOL	87477	3253	DORRIS BENNETT	DECEMBER 2024 RETIREE HEALTH INS REIMBUR	431.52
12/18/2024	POOL	87478	2594	DOWNRIVER UTILITY WASTEWATER AUTHOR	DEC 2024 EXCESS FLOW	210,401.40
12/18/2024	POOL	87479	0012	DTE ENERGY	29800 SUPERIOR HOT BOX 10/30/24 - 12/1/2	18.73
12/18/2024	POOL	87480	0772	DTE ENERGY	NOV 2024 STREET LIGHTING	60,051.89
12/18/2024	POOL	87481	0772	DTE ENERGY	MUNICIPAL COMPLEX NOV 2024	10,391.14
12/18/2024	POOL	87482	4418	DU-ALL CLEANING, INC.	ITB 23/24-14DEEP CLEANING FOR CITY BUILD	3,299.33
					ITB 23/24-14DEEP CLEANING FOR CITY BUILD	5,327.73
					ITB 23/24-14DEEP CLEANING FOR CITY BUILD	3,620.00
						12,247.06
12/18/2024	POOL	87483	MISC	ELIJAH SMITH	CONFERENCE MEALS WITH R.R	71.20
12/18/2024	POOL	87484	4319	EPH THREE LLC	37135 GODDARD ROAD MURAL PROJECT	7,600.00
12/18/2024	POOL	87485	3475	FERGUSON WATERWORKS #3386	INVENTORY ORDER- COPPER	3,165.60
					INVENTORY ORDER COPPER & CURB STOPS	2,637.96
					INVENTORY ORDER - CLAMPS	980.00
						6,783.56
12/18/2024	POOL	87486	3053	FIRST CHOICE COFFEE SERVICES	24/25 BLANKET PO FOR WATER PURIFIER AT P	62.95
12/18/2024	POOL	87487	MISC	FLORENCE CEMENT CO	HYDRANT REF #70318389	2,732.82
12/18/2024	POOL	87488	0046	FOREMOST PROMOTIONS	PROMOTIONAL ITEMS FOR YOUTH OUTREACH - C	817.50
12/18/2024	POOL	87489	3829	FOSTER BLUE WATER OIL, LLC	ACCT 1371 10/31/2024 ANK RENTAL	95.00
					ACCT# 1371	60.00
					24/25 INVERTED PO - ITB 19/20-21 2 YEA	1,791.01
					24/25 INVERTED PO - ITB 19/20-21 2 YEA	1,621.35
					24/25 INVERTED PO - ITB 19/20-21 2 YEA	60.00
					24/25 INVERTED PO - ITB 19/20-21 2 YEA	95.00
						3,722.36
12/18/2024	POOL	87490	3209	FOUNDATION SYSTEMS OF MICHIGAN	BD PAYMENT REFUND 7056 LORENZ	6.00
12/18/2024	POOL	87491	2703	GALE/CENGAGE LEARNING	DECEMBER BESTSELLERS	131.16
12/18/2024	POOL	87492	3209	GASPAROVICH, FRANK KENNETH	BD BOND REFUND 32073 BRUCE	1,335.00
12/18/2024	POOL	87493	4273	GEM, INC.	DPW - AIR HANDLER 2 DOWN	500.00
					DPW - RTU1 HEAT ISSUES	250.00
					CITY HALL - SETPOINT IS 70 TEMP IS OVER	125.00
					OLD COURT - DISCONNECT CONTROLS AND ADD	2,941.89
					DPW - AIR HANDLER REPAIR	2,088.88
						5,905.77
12/18/2024	POOL	87494	0128	GIARMARCO, MULLINS, & HORTON, PC	70085-004B GENERAL NOV 24	10,269.70
					70085-005B HR NOV 24	2,137.50
						12,407.20
12/18/2024	POOL	87495	2625	GLG PRINT	ITB 21/22-4 YEAR CONTRACT FOR TAX STATEM	5,919.27
12/18/2024	POOL	87496	0338	GRAINGER INC.	ACCT NUMBER 803131630	356.00
					ACCT # 803131630	191.44
					PLEATED AIR FILTERS FOR 36542 GODDARD	9.38
					EXHAUST FAN BELTS LIBRARY	6.71
						563.53
12/18/2024	POOL	87497	3264	GREAT LAKES WATER AUTHORITY	LEAD AND COPPER RULE WATER SAMPLE TESTIN	3,600.00
12/18/2024	POOL	87498	4307	GRECO LAW PLLC	LEGAL SERVICES FOR NOVEMBER 2024	14,026.93
12/18/2024	POOL	87499	1150	HERITAGE-CRYSTAL CLEAN LLC	ACCT# 84073 DPW MECHANICS WASTE DISPOSAL	313.33

12/18/2024

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 12/05/2024 - 12/18/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/18/2024	POOL	87500	2789	HILLARD'S GLASS, INC.	SIDE CUTTER #154 - REPAIR SIDE DOOR GLAS	1,126.00
12/18/2024	POOL	87501	4032	HUTSON INC	INSURANCE CLAIM REPAIRS FOR JOHN DEERE T	9,628.45
12/18/2024	POOL	87502	1420	HYDROCORP, INC.	NOVEMBER 2024 CROSS CONNECTION CUSTOMER	6,805.00
12/18/2024	POOL	87503	4206	IMAGE PRINTING	CITY ENVELOPE ORDER	390.00
12/18/2024	POOL	87504	0325	INT'L INSTITUTE OF MUNICIPAL CLERKS	2025 ANNUAL MEMBERSHIP FOR CLERK & DEPUT	370.00
12/18/2024	POOL	87505	1028	J.P. COOKE CO.	3 YEAR DOG TAGS 1000-1500	144.66
12/18/2024	POOL	87506	0137	JACK DEMMER FORD	POLICE R28-20 AWD MODULE REPLACEMENT	1,164.82
12/18/2024	POOL	87507	1896	JAM BEST ONE FLEET SERVICE	ITB 21/22-13 LOW STOCK- POLICE TIRES	777.48
					ITB 21/22-13 LOW STOCK- POLICE TIRES	259.16
						1,036.64
12/18/2024	POOL	87508	3209	JAQUELINA FLORES-OREA	BD BOND REFUND 30953 ECORSE	200.00
12/18/2024	POOL	87509	3209	JESSE BROWN	BD BOND REFUND 9191 WICKHAM	500.00
12/18/2024	POOL	87510	4440	JUSTIN PARKER	PEE WEE YOUTH BASKETBALL FALL LEAGUE	60.00
12/18/2024	POOL	87511	3721	KELLER THOMA PC	CLIENT 005018, GENERAL; PROFESSIONAL SER	375.00
12/18/2024	POOL	87512	3072	KIMBALL MIDWEST	REPLENISH INVENTORY OR FASTENING MATERIA	123.00
					REPLENISH INVENTORY OR FASTENING MATERIA	1,743.00
						1,866.00
12/18/2024	POOL	87513	3775	LAW OFFICE OF DANIEL A. BITAR, PLLC	MIDC PROGRAM SERVICE DANIEL BITAR	2,259.60
12/18/2024	POOL	87514	3777	LAW OFFICES OF SAMER N. JADALLAH	MIDC SERVICE HOURS ATTORNEY SAMER JADALL	11,622.70
12/18/2024	POOL	87515	4436	LENOVO (UNITED STATES) INC	PIGGYBACK OMNIA CONTRACT CUSNP221 - FINA	1,040.00
12/18/2024	POOL	87516	3453	LEXIPOL, LLC	24/25 FIRE EMS ONE ACADEMY TRAINING PLAT	1,846.53
12/18/2024	POOL	87517	3477	LINDE GAS & EQUIPMENT INC.	24/25 BLANKET PO MISC MECHANIC WELDING S	186.90
12/18/2024	POOL	87518	0212	LOWER HURON CHEM & SUPPLY CO., INC.	INVENTORY ORDER- JANITORIAL SUPPLIES	1,517.26
12/18/2024	POOL	87519	1680	LUSTER CLEANERS, INC	24/25 BLANKET PO FOR PRISONER BLANKET CL	160.00
					CLEANING OF ELECTION VESTS	573.00
						733.00
12/18/2024	POOL	87520	3592	MACEO	MACEO DUES	75.00
					MACEO DUES	75.00
					MACEO DUES	75.00
						225.00
12/18/2024	POOL	87521	4172	MACQUEEN EQUIPMENT, LLC	CAIRNS XF1 HELMET WITH OCULAR VISOR - HA	446.59
12/18/2024	POOL	87522	4444	MAGDA INTERNATIONAL	GRANT WRITING SERVICES FOR SS4A GRANT	1,275.00
12/18/2024	POOL	87523	2666	MAURER'S TEXTILE RENTAL SERVICES	EMPLOYEE UNIFORM EXPENSE - ITB 21/22-17	135.06
					EMPLOYEE UNIFORM EXPENSE - ITB 21/22-17	27.50
					EMPLOYEE UNIFORM EXPENSE - ITB 21/22-17	30.91
					EMPLOYEE UNIFORM EXPENSE - ITB 21/22-17	1.57
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	141.51
					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 FOR EMPLOYEE UNIFORM E	139.76
					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 FOR EMPLOYEE UNIFORM E	139.76
					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
						796.01
12/18/2024	POOL	87524	0885	MELODY OF MICHIGAN LLC	2024 Sum Tax Refund 80 007 02 0007 300	133.47
12/18/2024	POOL	87525	0088	MESSENGER PRINTING SERVICE INC.	1,000 8.5X11 2-PART NCR DV REPORT FORMS	249.50
12/18/2024	POOL	87526	3988	METRO ALARM SYSTEMS LLC	FIRE MONITORING SERVICES & ANNUAL FIRE I	197.94
12/18/2024	POOL	87527	3023	MI CUSTOM SIGNS	WINDOW VINYL CLINGS FOR 36558 GODDARD RD	1,108.45
12/18/2024	POOL	87528	0963	MICHIGAN ASSOC. OF MUNICIPAL CLERKS	2025 MEMBERSHIP	106.00
					2025 MEMBERSHIP	100.00
					2025 MEMBERSHIP	100.00
					2025 MEMBERSHIP	100.00
						406.00
12/18/2024	POOL	87529	1171	MICHIGAN MUNICIPAL TREASURERS ASSOC	2025 WINTER WORKSHOP	199.00
					2025 WINTER WORKSHOP	199.00

12/18/2024

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 12/05/2024 - 12/18/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						398.00
12/18/2024	POOL	87530	0427	MIDWEST TAPE	CUSTOMER # 2000005771 BOOKS	11.24
12/18/2024	POOL	87531	4439	MIKAELA WINN	PEE WEE YOUTH BASKETBALL FALL LEAGUE	225.00
12/18/2024	POOL	87532	2619	MOTOROLA SOLUTIONS, INC.	ACCT# 1011928150	27,021.04
					MIDEAL CONTRACT#190000001544 APX6000 PRE	21,570.00
						48,591.04
12/18/2024	POOL	87533	0885	MUCH RACHEL	2024 Sum Tax Refund 80 098 99 0005 000	74.13
12/18/2024	POOL	87534	0885	MUCH RACHEL	2024 Sum Tax Refund 80 098 99 0006 000	74.13
12/18/2024	POOL	87535	0068	MUCHMORE HARRINGTON SMALLEY & ASSOC	24/25 INVERTED PO FOR LEGISLATIVE SERVIC	4,000.00
12/18/2024	POOL	87536	3041	NORTHSTAR MAT SERVICES, INC.	ACCOUNT # 1862-11121	68.15
12/18/2024	POOL	87537	3917	NYE UNIFORM CO	ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR	159.50
					ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR	117.98
					ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR	434.96
					ITB 23/24-12 24/25 INVERTED FIREFIGHTER	423.48
					ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR	117.98
					ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR	235.96
					ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR	117.98
					ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR	170.97
						1,778.81
12/18/2024	POOL	87538	4316	OCCMED CONNECT	24/25 BLANKET PO EMPLOYEE PROCESSING FOR	93.00
					NEW HIRE PHYSICAL	57.00
						150.00
12/18/2024	POOL	87539	1131	OUTDOOR EXPERTS, INC	24/25 BLANKET PO FOR PARTS TO REPAIR SNO	77.89
12/18/2024	POOL	87540	0984	PARKWAY SERVICES, INC.	RED SCHOOL HOUSE PORTAJOHNS 12/4/2024-1/	180.00
					MARY ANNE BANKS PARK HANDICAP PORTAJOHNS	120.00
						300.00
12/18/2024	POOL	87541	1392	PAYROLLORG	ANNUAL MEMBERSHIP DUES - K.B	299.00
12/18/2024	POOL	87542	1293	PIRTEK WESTLAND	TRUCK106	4.42
12/18/2024	POOL	87543	4231	PREMIER GROUP ASSOCIATES, LC	DOWNTOWN FALL CLEANUP 2024 WITH BURLAP I	4,420.00
12/18/2024	POOL	87544	3959	PRETTY FACE CLEANING SERVICES	GROWTH WORKS 34TH DISTRICT COURT	200.00
					11189 SHOOK RD CLEANING- FY 24/25	150.00
					GROWTH WORKS 34TH DISTRICT COURT	200.00
						550.00
12/18/2024	POOL	87545	4312	PRO-LINE ASPHALT	ITB 23/24-04 NORTHLINE ROAD PAVEMENT REP	73,264.54
12/18/2024	POOL	87546	MISC	REBECCA SHELBY	REFUND SENIOR ROOM RENTAL12/14/24	100.00
12/18/2024	POOL	87547	4404	RICHMOND NEW HOLLAND	PART NEEDED TO REPAIR #151 J.D. SIDE CUT	1,792.59
12/18/2024	POOL	87548	1952	RITTER GIS, INC.	GIS SERVICES NOVEMBER 2024	2,953.75
					24/25 GIS SUPPORT SERVICES FOR FD OPS -	340.00
						3,293.75
12/18/2024	POOL	87549	3209	ROBERT LAFFERTY JR	BD BOND REFUND 11435 HUNT	231.25
12/18/2024	POOL	87550	MISC	ROSE SWIDAN	SAMS CLUB PURCHASE	153.60
12/18/2024	POOL	87551	2941	ROWE PROFESSIONAL SERVICES COMPANY	OZGA ROAD DESIGN	6,652.25
12/18/2024	POOL	87552	2087	S & W PLUMBING	DPW FAUCET REPAIR	22.45
12/18/2024	POOL	87553	0706	SAM'S CLUB DIRECT	SUPPLIES FOR TREE LIGHTING	268.88
					Inventory Order	75.12
						344.00
12/18/2024	POOL	87554	2419	SCADA	SERVICES RENDERED TO LIFT STATION THROUG	680.00
12/18/2024	POOL	87555	0968	SCHOOLCRAFT COLLEGE	REIMBURSABLE TUITION FROM GRANT FUND: PA	5,258.00
12/18/2024	POOL	87556	1545	SOUTHPOINTE RADIATOR	RADIATOR REPAIR FOR HI-LO #606	603.79
12/18/2024	POOL	87557	4040	STAPLES	OFFICE SUPPLIES FOR PLANNING DEPT.	5.92
					OFFICE SUPPLIES FOR PLANNING DEPT.	60.02
					COPY PAPER 8.5 X 11	354.90
					ENVELOPES, LABELS	82.77
						503.61

12/18/2024

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 12/05/2024 - 12/18/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/18/2024	POOL	87558	2518	STATE OF MICHIGAN	24/25 BLANKET PO -MDHHS - QUALITY ASSURA	2,315.46
12/18/2024	POOL	87559	MISC	STEPHEN E. DUDEK	O'REILLY ONLINE LEARNING SUBSCRIPTION 11	499.00
12/18/2024	POOL	87560	0503	STERICYCLE, INC.	24/25 BLANKET STERICYCLE SHARPS PICK UP	22.22
12/18/2024	POOL	87561	4034	SUPERIOR MEDICAL WASTE DISPOSAL	MEDICAL WASTE DISPOSAL CONTRACT FY 24/25	180.00
12/18/2024	POOL	87562	3057	THE ACCUMED GROUP	C-1659 NOV 2024 EMS/FIRE SERVICES	3,872.47
12/18/2024	POOL	87563	3780	THE NUNLEY LAW GROUP, PLLC	MIDC SERVICE HOURS FOR ROYCE NUNLEY	934.50
12/18/2024	POOL	87564	3593	TOSHIBA BUSINESS SOLUTIONS	PIGGYBACK OMNIA CONTRACT R191103 TOSHIBA	9,462.59
					PIGGYBACK OMNIA CONTRACT R191103 TOSHIBA	9,108.41
					PIGGYBACK OMNIA CONTRACT R191103 TOSHIBA	8,814.36
					PIGGYBACK OMNIA CONTRACT R191103 TOSHIBA	8,814.36
					PIGGYBACK OMNIA CONTRACT R191103 TOSHIBA	9,108.41
					PIGGYBACK OMNIA CONTRACT R191103 TOSHIBA	9,108.41
					PIGGYBACK OMNIA CONTRACT R191103 TOSHIBA	583.46
						55,000.00
12/18/2024	POOL	87565	3209	TWIN PEAKS REALTY LLC	BD BOND REFUND 901 MCDONALD	10,000.00
12/18/2024	POOL	87566	2951	UNIQUE MANAGEMENT SERVICES, INC.	NOVEMBER PLACEMENTS	81.55
12/18/2024	POOL	87567	4191	UTILITY ASSOCIATES, INC	RFP 22/23-03 ADDITIONAL BODY CAMERAS COT	39,750.00
					RFP 22/23-03 (5) ADDITIONAL BODY CAMERAS	15,645.80
						55,395.80
12/18/2024	POOL	87568	3368	VERIZON CONNECT FLEET USA LLC	ACCT # 100000162111 MONTHLY SERVICE AGRE	621.40
12/18/2024	POOL	87569	0670	VERIZON WIRELESS	342127256-00001 NOV - DEC 2024 ALL DEPAR	3,856.21
12/18/2024	POOL	87570	3722	VERSALIFT MIDWEST	TAP CREW #223 TRUCK BATTERY ISOLATOR	382.15
12/18/2024	POOL	87571	0106	WAYNE COUNTY	500373, DEC 2024 FIXED SEWAGE ROUGE VALL	36,127.33
12/18/2024	POOL	87572	0657	WAYNE COUNTY	9/24 PRISONERS HOUSING MAINTENANCE CHARG	665.00
12/18/2024	POOL	87573	0885	WAYNE COUNTY LAND BANK	NOVEMBER 16-30, 2024	314.16
12/18/2024	POOL	87574	1049	WEINGARTZ SUPPLY CO. , INC.	24/25 BLANKET PO FOR MISC BLDG & GRDS P	102.49
					24/25 BLANKET PO FOR MISC BLDG & GRDS P	580.38
					24/25 BLANKET PO FOR MISC BLDG & GRDS P	(212.46)
						470.41
12/18/2024	POOL	87575	3209	WHALIN, ERICK	BD BOND REFUND 16209 OAKBROOK	825.00
12/18/2024	POOL	87576	4337	WILLIAMS EMERGENCY VEHICLES & EQUIP	INSURANCE REPAIR/ACCIDENT R23-23 (9/21/2	1,618.00
					HEADACHE RACKS - CREW LEADER F-250'S (11	1,065.00
						2,683.00
12/18/2024	POOL	87577	0198	WINDER POLICE EQUIPMENT, INC.	REPLACE BROKEN SCENE LIGHTS ON ENGINE #2	451.00
12/18/2024	POOL	87578	0651	WM CORPORATE SERVICES, INC	11/1/2024 THROUGH 11/15/2024 DUMP PASSES	928.80
12/18/2024	POOL	87579	3536	ZIEBART OF MICHIGAN - M122	RUST UNDERCOAT YEARLY MAINTENANCE ON ROA	91.74
					RUST UNDERCOAT YEARLY MAINTENANCE ON ROA	91.74
						183.48
POOL TOTALS:						
Total of 171 Checks:						889,854.05
Less 7 Void Checks:						15,220.44
Total of 164 Disbursements:						874,633.61

DTE	24-Sep	24-Oct	24-Nov
CITY HALL - 11111 Wayne	\$3,728.93	\$3,624.04	\$3,076.28
COURT BUILDING - 11131 Wayne	\$2,642.07	\$2,567.75	\$2,179.65
LIBRARY - 11121 Wayne	\$1,170.92	\$1,137.98	\$965.98
New Court - 11129 Wayne	\$5,053.75	\$4,911.59	\$4,169.23
Total for all municipal complex:	\$12,595.67	\$12,241.36	\$10,391.14



City of Romulus

Communication

Council Meeting Held:
Item No. 12

December 23, 2024

Councilperson Abdo: _____

Councilperson Barden: _____

Councilperson Roscoe: _____

Councilperson Talley: _____

Councilperson Wadsworth: _____

Councilperson Williams: _____

Councilperson Wilson: _____



City of Romulus

Adjournment

Council Meeting Held:

December 23, 2024

Item No. 13

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Seconded by: Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Ayes: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Nays: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

Abstain: All Abdo Barden Roscoe Talley Wadsworth Williams Wilson

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED