



**CITY OF ROMULUS – CITY COUNCIL
REGULAR MEETING AGENDA
March 10, 2025
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, February 24, 2025, at 7:30 p.m.
 - B. There were no special meetings held on Monday, February 24, 2025.**
- 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. TIFA Appointment
 - B. Piggyback on MiDeal Contract #07B6600111 for 25 Dell Computer Workstations
 - C. Introduction of Budget Amendment 24/25-14
 - D. Intergovernmental Agreement with Huron Township - Animal Control Services
- 6. Clerk's Report – Ellen L. Craig-Bragg, Clerk**
 - A. Appointment to the Romulus Board of Zoning Appeals
 - B. Study Session Request for Monday, March 24, 2025, at 6:45 p.m. - Quarterly Investment Report
- 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 #: 25-05 for checks presented in the amount of \$1,652,649.88.
- 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: **March 10, 2025**

Item No. A.

General Description: Approval of Agenda

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Seconded by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

<i>Ayes:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Nays:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Abstain:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Minutes

Council Meeting Held: **March 10, 2025**

Item No. A.

General Description: Approval of Minutes from the Regular Meeting held on Monday, February 24, 2025, at 7:30 p.m.

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Seconded by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

<i>Ayes:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Nays:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Abstain:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



MINUTES OF THE REGULAR ROMULUS CITY COUNCIL MEETING

February 24, 2025

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, Harry Crout, David Jones, Tina Talley

Absent / Excused: Celeste Roscoe, William Wadsworth

Administrative Officials in Attendance:

Robert McCraight, Mayor

Stacy Paige, Treasurer

Administrative Staff in Attendance:

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

Ken Chapman - Fire Chief; Jerome Frayer - DDA Director; Steve Dudek - Technology Services Director;

Mike Laskaska - Director of Communications & Community Service; Roger Kadau - Cable Director;

Roberto Scappaticci - DPW Director

1. Agenda

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

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley

Nays - None

Motion Carried Unanimously.

2. Minutes

- A. **Res. #25-047** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve the Minutes from the Regular Meeting held on Monday, February 10, 2025, at 7:30 p.m.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley

Nays - None

Motion Carried Unanimously.

- B. **Res. #25-048** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve the Minutes from the Special Meeting - Study Session held on Monday, February 10, 2025, at 6:30 p.m. to discuss amendments to the Animal Ordinance, and the Special Meeting - Public Hearing held on Monday, February 10, 2025, at 7:00 p.m. to hear comments or objections to vacating an alley located North of Charles Avenue between Middlebelt Rd & Farnum Avenue.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley

Nays - None

Motion Carried Unanimously.

3. Petitioner - None

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

State Representative Dylan Wegela gave a legislative update.

Ebony Daniels, Founder of Creative Minds Girls Mentoring based in Wick Elementary, presented Azariyah Redwine, Lexi Fennoy, Grynneley Brown, Brooklyn Nelson, and Skylin Bradley to give a reading of "Still I Rise" by Dr. Maya Angelou.

Res. #25-049 Moved by **Tina Talley**, seconded by **Kathy Abdo** to adopt a resolution in recognition of Dennis Davidson for being the Romulus Chamber of Commerce's 38th Person of the Year.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley

Nays - None

Motion Carried Unanimously.

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

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley

Nays - None

Motion Carried Unanimously.

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

Michael Longenecker, Executive Director of Great Lakes Burn Camp, addressed the City Council to explain the purpose of the organization.

- A. **Res. #25-050** Moved by **Tina Talley**, seconded by **Kathy Abdo** to concur with the Administration and authorize the Mayor and Clerk to enter into the Master Educational Affiliation Agreement between Romulus Fire Department and Schoolcraft Community College which will provide clinical training experience for Schoolcraft EMS students.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley

Nays - None

Motion Carried Unanimously.

- B. **Res. #25-051** Moved by **Tina Talley**, seconded by **David Jones** to concur with the Administration and authorize the Mayor and Clerk to enter into the professional services agreements with ROWE Engineering for four (4) years as an alternate engineering firm on various projects throughout the year.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley

Nays - None

Motion Carried Unanimously.

- C. **Res. #25-052** Moved by **Kathy Abdo**, seconded by **Harry Crout** to concur with the Administration and award ITB 24/25-08 for the 2025 HMA Road Program Project to the lowest, most responsive & responsible bidder, Al's Asphalt Paving in the amount of \$1,230,334.50 with a 10% contingency in the amount of \$123,033.45 to cover any unforeseen issues that may arise in the field, bringing the total requested amount to \$1,353,367.95.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley

Nays - None

Motion Carried Unanimously.

- D. **Res. #25-053** Moved by **Tina Talley**, seconded by **Kathy Abdo** to concur with the Administration and consent to piggyback on the Omnia Partners Contract 01-152 for the purchase of SQL Server Software and Licensing from Zones, LLC. for a total cost of \$37,783.35.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley

Nays - None

Motion Carried Unanimously.

- E. **FOR YOUR INFORMATION:** Communication from Roberto Scappaticci - RE: GEM, Inc. Emergency Heat Exchanger Replacements at Police Department

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

- A. Res. #25-054** Moved by **Tina Talley**, seconded by **Harry Crout** to approve the Second Reading and Final Adoption of Budget Amendment 24/25-14 in the amount of \$150,000.00 to recognize additional revenues and expenditures related to reimbursable engineering fees.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley

Nays - None

Motion Carried Unanimously.

- B. Res. #25-055** Moved by **Tina Talley**, seconded by **Kathy Abdo** to approve a one-hour and fifteen-minute study session for Monday, April 14, 2025, and Monday, April 28, 2025, beginning at 6:00 p.m. to discuss the proposed 2025-26 City Budgets.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley

Nays - None

Motion Carried Unanimously.

Res. #25-056 Moved by **Tina Talley**, seconded by **David Jones** to schedule a public hearing on the proposed 2025-26 City budgets to be held in the Romulus City Hall Council Chambers for Monday, May 12, 2025, at 6:30 p.m. in accordance with Chapter 9, Section 9.3 of the Romulus City Charter.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley

Nays - None

Motion Carried Unanimously.

- C. Res. #25-057** Moved by **Tina Talley**, seconded by **Kathy Abdo** to approve the Public Hearing request for Monday, March 10, 2025, at 6:00 p.m. for the purpose of discussing Demolition List 24-01.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley

Nays - None

Motion Carried Unanimously.

7. Treasurer's Report – Stacy Paige, Treasurer

Treasurer Paige reminded the residents that February 28th is the last day to pay property taxes at City Hall. Residents will have to pay their taxes at the county treasurer's office beginning March 1st.

8. Public Comment

Renee Osaer, Director of Safety for Moon Start Express, addressed the City Council in support of a Pilot Truck Stop in Romulus.

9. Unfinished Business - None

10. New Business – None

11. Warrant

- A. Res. #25-058** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve Warrant #: 25-04 for checks presented in the amount of \$587,727.16.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley

Nays - None

Motion Carried Unanimously.

12. Communication

Councilwoman Talley commented on previous and upcoming city events. She also congratulated the Finance Department on the budget preparation process.

13. Adjournment

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

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
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 February 24, 2025.



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



City of Romulus

Petitioner

Council Meeting Held:

March 10, 2025

Item No. 3

General Description: _____

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Seconded by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

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

Council Meeting Held: **March 10, 2025**

Item No. A.

General Description: Approval of the Chairperson's Report

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Seconded by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

<i>Ayes:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Nays:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Abstain:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **March 10, 2025**

Item No. A.

General Description: TIFA Appointment

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Seconded by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

<i>Ayes:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Nays:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Abstain:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

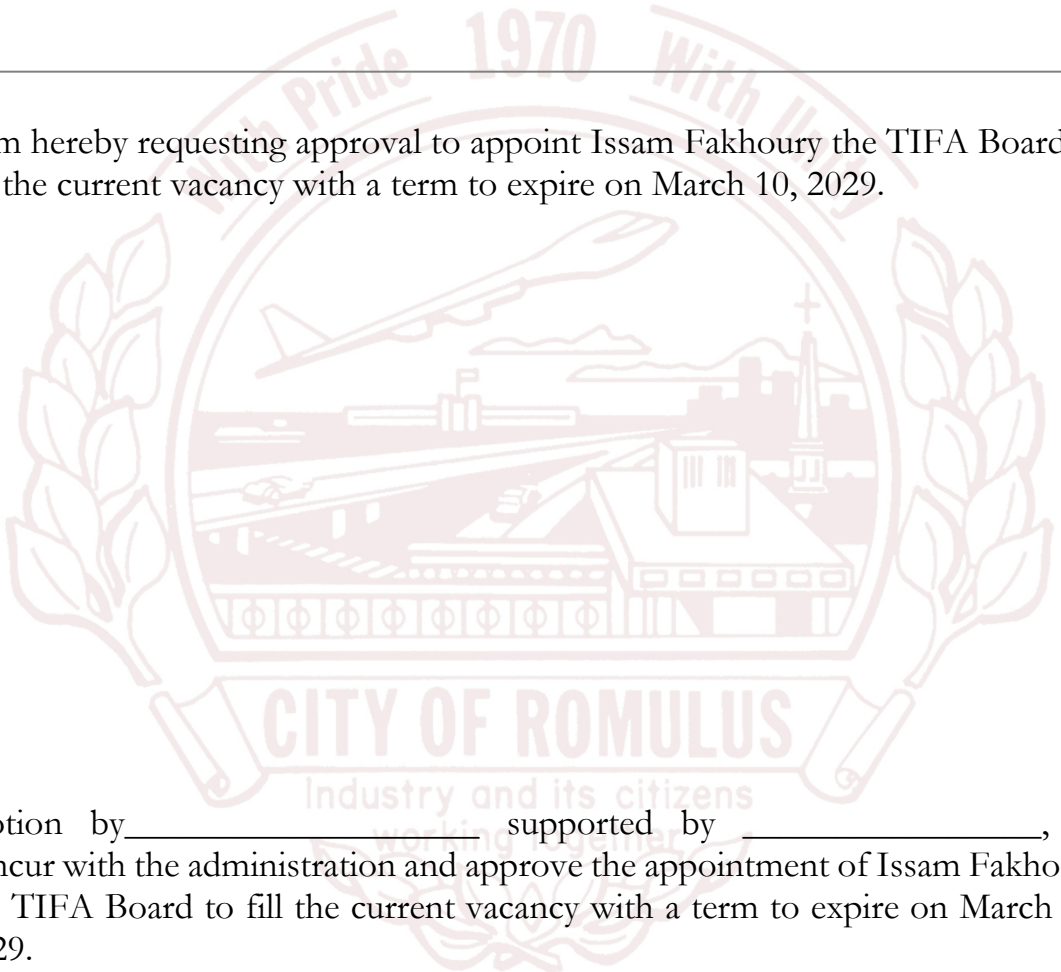
MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: Tax Increment Finance Authority Appointment
DATE: 3/6/2025

I am hereby requesting approval to appoint Issam Fakhoury the TIFA Board to fill the current vacancy with a term to expire on March 10, 2029.



Motion by _____ supported by _____, to concur with the administration and approve the appointment of Issam Fakhoury the TIFA Board to fill the current vacancy with a term to expire on March 10, 2029.

INTER-OFFICE MEMORANDUM

DATE: March 3rd, 2025
TO: Mayor Robert A. McCraight
FROM: Kevin Krause, TIFA Director
SUBJECT: **New TIFA Board Appointment**

The Tax Increment Finance Authority (TIFA) shall consist of not less than (11) members appointed by the Mayor and approved by City Council. The Authority meets on the second Wednesday of each month at 11:30 a.m. in the City Council Chambers.

We currently have two vacancies on the TIFA Board that need to be filled. Each member serves a term of four (4) years. Please see the attached letter for the Romulus business owner, Issam Fakhoury, who has requested to fill one of the vacant spots on the board. The appointment term will expire March 10, 2029.

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



CITY OF ROMULUS | CLERK'S OFFICE | 11111 WAYNE RD. | ROMULUS, MI 48174
734-942-7540 | FAX: 734-942-2224 | E-MAIL: CLERK@ROMULUSGOV.COM

Application for Boards and Commissions

Thank you for your interest in serving on a Board or Committee.

This form provides the Mayor and City Council basic applicant information to be considered for appointment.

(PLEASE PRINT OR TYPE)

Mr. / Mrs. / Ms. First Name

901 McDonald Drive

Middle or Nick Name

Northville

MI 48167

State Zip Code

Cell #

Owner

Email Address

Apex Structural Innovation

Employer

14011 Harrison

Romulus

MI 48174

Title

Address

City

State Zip Code Work #

How long have you lived continuously in the City of Romulus? N/A

Are you a registered voter in the City of Romulus? Yes ☐ No ☒ (Verified by Clerk's Office)

Are you a graduate of Romulus' Citizen Academy? Yes ☐ No ☒

Are you related to anyone employed by, or an elected official of the City of Romulus? Yes ☐ No ☒

If yes, please provide the person's name and your relationship: N/A

Have you ever been convicted of a felony? Yes ☐ No ☒

Do you have access to electronic resources (home computer, email, Internet access)? Yes ☒ No ☐

(Many boards and committees use electronic methods to distribute meeting information.)

Select UP TO three (3) boards or committees you wish to apply for in the order of your preference:
1=First Choice, 2=Second Choice, 3=Third Choice

- Arts Council & Commission
- Beautification Committee
- Board of (Zoning) Appeals
- Board of Review
- Brownfield Development Authority Board
- Cemetery Board of Trustees
- Charter Committee
- Downtown Development Authority (DDA)
- Construction Board of Appeals
- Electronic Sign Commission
- Environmental Protection Board

- Historical Commission
- Housing Commission
- Municipal Library Board
- Officer Compensation Commission
- Planning Commission
- Police, Fire & Safety Commission
- Property Disposition Committee
- Recreation Commission
- Tax Increment Finance Authority Committee (TIFA)

Professional Qualifications and/or Work Experience Relevant to the Board or Commission:

BS Michigan State University 1994
30 years of experience in the construction industry
Design, engineering, sales, project management, business owner, wood truss manufacturing

Community Activities and/or Other Experience:

Active member Basilica of St. Mary- Livonia MI
Active member Basilica Brotherhood
Licensed Builder- State of Michigan
Member- Small Business Administration of Michigan
Member- National Association of Home Builders
Member- Structural Building Components Association

Educational Background:

BS Building Construction Management, Michigan State University 1994

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

[Redacted]

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

I believe in the work and direction that the City is moving in and would like to be a contributing member.

Any other additional information you'd like to share:

Supplemental Information: Please review the attached “Boards and Commissions Application Attachment” for the desired qualifications for each board and commission. Check the appropriate box or boxes to indicate whether you have experience or professional credentials that may be needed to fill a specific seat. Resumes are encouraged and may be attached to your **completed** application.

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

Expectations: If appointed, members are expected to make every effort to be an active member of the board, committee or commission. This includes:

1. Attending meetings on a regular basis.
2. Reviewing meeting materials prior to the meeting.
3. Adhering to the city’s ethics policy
4. Representing the interests of the Romulus community as a whole.
5. Learning and utilizing key tools such as plans, policies and input from public engagement.

Important Public Records Information: All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the City Clerk’s office at 734-942-7540 if you have any questions or concerns about the disclosure of specific information.

Truth and Accuracy: I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all information disclosed on this form will be available to the public as part of a Freedom of Information Act request.

Issam Fakhoury

Applicant’s Signature

Date

Return completed forms to:

Romulus City Hall, Attn. City Clerk
11111 Wayne Rd.
Romulus, MI 48174

FOR OFFICE USE ONLY

Received by: _____

Date: _____

- ☐ Confirmed voter status
- ☐ Confirmed current *Full Disclosure Statement* on file
- ☐ Confirmed compliance with applicable federal, state and local statutes
- ☐ Confirmed receipt of Affidavit for Election Commission

Confirmed by: _____

NOTE: Your application will be kept on file for two (2) years.

BOARD AND COMMISSION APPLICATION ATTACHMENT

Arts Council & Commission

The Romulus Arts Council has been established for the purpose of promoting the culture of the arts among and including the entire population of our community; also for raising the standards of the arts through education, promotion, development and encouragement of activities in the areas of: visual, graphic, literature, music, dance, theatre and other art forms. There are seven (7) members. All terms are for two (2) years. The Arts Council meets on the third Tuesday of every month at 5:30 p.m., in the east Council Chambers at City Hall, and typically last no longer than 60 minutes. Members are appointed by the Mayor and confirmed by City Council pursuant to Chapter 2, Article IV, Division 6, Sections 2-243 – 2-245 of the Romulus Code of Ordinances, Resolution #84-870, November 13, 1984. Must be a Romulus Resident that has the desire to serve the Romulus Community.

Please check below if you have experience in:

- ☐ Visual Arts
- ☐ Performing Arts
- ☐ Literary Arts
- ☐ Architecture/Land Use Planning
- ☐ Budget/Fundraising/Grants

Beautification Committee

The purpose of the Beautification Commission is to promote exterior property upkeep, and overall curb appeal that presents the city in a positive light. There is a body of seven (7) members appointed by the Mayor and approved by the City Council for a one year term pursuant to Chapter 2, Article IV, Division 2, Sections 2-121 – 2-124 of the Romulus Code of Ordinances, Resolution #78-195, April 24, 1978. The Commission meets once a month on the third Tuesday of every month at 7:00 p.m. in the Romulus City Hall Council Chambers. All activities are planned for both Commercial and Residential Citizens. Please check below if you have experience in:

- ☐ Property Maintenance/Management
- ☐ Landscape/Landscape Architecture
- ☐ Real Estate/Development

Board of (Zoning) Appeals

This board provides for an administrative review, interpretation or exception to the Zoning Ordinance and authorizes variances as defined in the Zoning Ordinance and laws of the State of Michigan. Responsibilities include reviewing, hearing and deciding appeals, granting variances, approving temporary permits and granting special approvals as specified by the Zoning Ordinance. There are five (5) members and two alternates appointed by City Council pursuant to Section 125.3601, Michigan Compiled Laws, and Public Act 110 of 2006. All terms for members are for three (3) years. Alternates serve two (2) and three (3) years respectively. Compensation is allowed pursuant to Chapter 2, Article IV, Division 1, Section 2-96 of the Romulus Code of Ordinances. Meetings are held the first Wednesday of each month at 7:00 p.m. in the Council Chambers. Please check below if you have experience in:

- ☐ Architecture
- ☐ Building Construction/Engineering
- ☐ Land Use Planning
- ☐ Real Estate/Development Law
- ☐ Zoning

Board of Review

The Board of Review hears appeals on the assessment of real and personal property. They are also responsible for revising and correcting assessments. The Board meets for in March typically for 3 ½ days, in July for a ½ day and December for a ½ day. Meetings are typically conducted in the Council Chambers. Each member is paid \$50 per session pursuant to Chapter 2, Article IV, Division 1, Section 2.96 of the Romulus Code of Ordinances. A session is defined as a ½ day. Pursuant to City Charter Section 11.7 and Michigan State Statute MCL 211.28, members are appointed by City Council for a term of two (2) years. No elected official shall sit on the Board of Review. Please check below if you have experience in:

- ☐ Banking/Finance
- ☐ Property Appraisal/Assessing
- ☐ Real Estate/Development/Law

Brownfield Development Authority Board

The Brownfield Development Authority facilitates the implementation of brownfield plans, creates brownfield redevelopment zones, promotes revitalization, redevelopment and reuse of certain properties and other duties as prescribed by Act 381, the Brownfield Redevelopment Financing Act, of the Public Acts of the State of Michigan. The Romulus Brownfield Development Authority Board was established on July 13, 2015 by Resolution #15-253. The Board may be comprised of five (5) to nine (9) people and serve for a term of three (3) years. Meetings are only on an as-needed basis. Please check below if you have experience in:

- ☐ Banking/Finance
- ☐ New Business Development
- ☐ Real Estate Development
- ☐ Business Recruitment and Retention

Cemetery Board of Trustees

The purpose of the Cemetery Board of Trustees is to advise and advocate for the care and management of burial lots, the protection/enhancement of all landscaping, fences & monuments and history and protection of the cemetery in general. Meetings are held fourth Tuesday of each month at 4:30 p.m. in the City Council Chambers. There are five (5) trustees which serve a term of five (5) years. All committee members are Romulus residents and property owners. Members are appointed by the Mayor and approved by City Council pursuant to Chapter 2, Article VII, Section 2-409 of the Romulus Code of Ordinances and Resolution #09-348. Please check below if you have experience in:

- ☐ Real Estate/Development/Law
- ☐ Landscape Architecture
- ☐ History

Charter Committee

The purpose of the Charter Committee is to regularly review the City of Romulus Charter, and draft/submit revisions for consideration to the voters. The Committee meets on an as-needed basis. There are nine (9) members, all of whom are Romulus residents. Members of the Commission are appointed by the Mayor and approved by City Council pursuant to Chapter XVIII, Section 17.6 of the Romulus City Charter and re-established by Resolution #11-367. Please check below if you have experience in:

- ☐ Law
- ☐ Accounting
- ☐ Government

Construction Board of Appeals

The Construction Board of Appeals reviews appeals to building permits and may grant variances under certain conditions. Meetings are held on an as-needed basis. The Board consists of five (5) members appointed by the Mayor and approved by City Council for a term of five (5) years pursuant to Chapter 8, Article VI, Section 8-156 of the Romulus Code of Ordinances. The Board was established by Resolution 91-007 of January 7, 1991 to create a Construction Board of Appeals in compliance with the provisions of Section 125-1514 of the State Construction Code Act of 1972, as amended. Please check below if you have experience in:

- ☐ Architecture
- ☐ Building Construction
- ☐ Engineering
- ☐ Electrical/Plumbing/HVAC

Downtown Development Authority (DDA)

The Downtown Development Authority is a board of nine (9) local business people and residents that together with the Mayor and our elected officials work to promote the economic growth, development and revitalization of our city's original Central Business District. These responsibilities include the development and implementation of long range plans for public facilities and infrastructure, the acquisition and disposal of property, the restoration and preservation of all buildings and the correction and prevention of deterioration. The DDA promotes economic development through capital improvement projects, with the intent that it will stimulate private investment, create jobs and expand the tax base, and shall exercise such powers and duties as provided and in accordance with the terms of Public Act No. 197 of 1975 (MCL 125.1651 et seq.). The Authority meets on the second Wednesday of each month at 10:30am in the City Council Chambers, and typically last no longer than 60 minutes. The Downtown Development Authority (DDA) shall consist of not less than (7) members nor more than (13) persons appointed by the Mayor and approved by City Council pursuant to Chapter 12, Article III, Section 12-54 – 12-56 of the Romulus Code of Ordinances. Each member shall serve a term of four (4) years. Interested persons shall have an interest in property located in the downtown district or officers, members, trustees, principals, or employees of a legal entity having an interest in property located in the downtown district or shall be a resident in the downtown district. Please check below if you have experience in:

- ☐ New Business Development
- ☐ Business Recruitment, Retention and Expansion
- ☐ Marketing and Promotion
- ☐ Real Estate Development
- ☐ Banking/Finance

Electronic Sign Commission

The purpose of the Electronic Sign Committee is to enhance Romulus communications by adding another mode of communication, help Romulus be a more welcoming place for the public and promote achievements and events for and within the City of Romulus. This board meets on an as-needed basis. The commission is to include six (6) persons with four-year terms appointed by the Mayor and approved by City Council pursuant to Resolution #09-056. Must be a Romulus resident, and have a desire to serve the community. Please check below if you have experience in:

- ☐ Marketing and Promotion
- ☐ Graphic Design
- ☐ Communication

Environmental Protection Board

The Environmental Protection Board reviews applications, and accompanying documents, submitted to the City requesting approval for construction/installation of a new facility, or alteration of an existing facility, that may have environmental impacts, with respect to all State and Federal environmental protection laws. The Board comments are then provided to the applicant through public sessions/meetings scheduled by the Director of the Building Department. Meetings are held on an as-needed basis in the Council Chambers. There are five (5) members appointed by City Council for a term of three (3) years. Please check below if you have experience in:

- ☐ Environmental Protection
- ☐ Conservation
- ☐ Waste
- ☐ Health/Safety

Historical Commission

The purpose of the commission is to foster an understanding and appreciation of local history. The Commission identifies local preservation concerns and makes recommendations for future use. Meetings are held the third Wednesday of every month at 6:00 p.m. at the Kingsley House located at 11147 Hunt St., Romulus, MI 48174. The Commission consists of seven (7) members, four (4) of which are appointed by the Mayor and approved by City Council, and three (3) members selected by the Romulus Historical Society and approved by City Council. All members serve a term for two (2) years pursuant to Chapter 2, Article IV, Division 3, Sections 2-145 – 2-154 of the Romulus Code of Ordinances. Please check below if you have experience in:

- ☐ Architecture
- ☐ Building Construction/Engineering
- ☐ Historic Preservation

Romulus Housing Commission (RHC)

The Board of Commissioners at RHC is the legally and financially responsible governing body for 102 HUD funded housing units. The Commissioners approve policy and provide oversight of the Executive Director/Management Company. The Regular Meeting is the third Friday of each month at 11:00 a.m. at the RHC office located at 34200 Beverly Rd., Romulus, MI 48174. The monthly meeting last approximately 1 to 2 hours max. In addition, Special Meetings are sometimes needed to meet HUD deadlines. There are five (5) commissioners with a term of five (5) years pursuant to Chapter 12, Article II, Sections 12-19 – 12-25 of the Romulus Code of Ordinances. Members of the Housing Commission may receive compensation for actual expenses incurred. One commissioner is required to be a tenant/resident of RHC. Please check below if you have experience in:

- ☐ Residential Real Estate
- ☐ Property Management/Leasing
- ☐ Building Construction
- ☐ Low Income or Subsidized Housing
- ☐ Housing Development/Law

Municipal Library Board

The Library Board has ultimate authority and responsibility for governing, controlling, and monitoring the business and affairs of the Romulus Public Library. The Library Board may delegate such authority, as it deems proper. Policies adopted by the Library Board are binding on its officers, agents, employees, and committees. The Board is responsible for hiring and evaluating the Library Director, monitoring and evaluating the overall effectiveness of the library, setting library policies, reviewing and adopting the annual budget, developing long-term planning, advocating for the library, communicating regularly with the Director, and conducting the affairs of the board at regularly scheduled meeting. Meetings are held Third Monday of the month at 5 p.m. in the Library Meeting Room (with the exception of holidays). Meets for approximately one hour. The Library Board is comprised of five (5) members which are appointed by the Mayor and approved by City Council as established by Council Resolution #s 11-111, 11-112 & 11-113. One member is appointed to serve as Romulus city council representative and one is appointed to represent Huron Township. Members serve either a one-year, two-year, three-year, four-year, or five-year term. The city council representative serves a four-year term that corresponds with their term in office. Interested persons notify the Board of their desire to serve. Upon receiving Board approval, they notify the Mayor in writing of their interest in serving. Mayor appoints members with City Council approval. Huron Township representative also notifies the Huron Township Supervisor for approval of the appointment prior to notifying the Mayor. Please check below if you have experience in:

- ☐ Policymaking
- ☐ Finance/Budget
- ☐ Advertising/Marketing/Public Relations
- ☐ Knowledge of Libraries
- ☐ Education

Officer Compensation Commission

The Officer Compensation Commission makes a recommendation to City Council for the salary of each elected City Official. Meetings are held every odd year. The business which the local officers compensation commission may perform shall be conducted at a public meeting of the commission held in compliance with Public Act No. 267 of 1976 (MCL 15.261 et seq.). Public notice of the time, date, and place of the meeting of the commission shall be given in the manner required by such Act. The commission is comprised of seven (7) members which serve a term for seven (7) years. Members are appointed by the Mayor and approved by City Council pursuant to Chapter 2, Article IV, Division 4, Sections 2-171 – 2-184. Please check below if you have experience in:

- ☐ Elected Local Official
- ☐ Finance/Budget
- ☐ Public Sector Compensation

Planning Commission

The Planning Commission reviews and approves development proposals for compliance with the City Zoning Ordinance. The Planning Commission is also responsible for adopting the City's Master Plan and making recommendations to the City Council on zoning ordinance amendments. Meetings are typically held the third Monday of each month at 7:00 p.m. in the City Hall Council Chambers. The Planning Commission is made up of nine (9) members appointed by the Mayor and approved by City Council. All terms are for three (3) years. Members of the Planning Commission shall be qualified electors (a United States citizen who has attained the age of 21 years, who has resided in the State of Michigan for at least six (6) months and in the City of Romulus for at least 30 days) that are representative of important segments of the community such as agriculture, natural resources, recreation, education, public health, government, transportation, industry, and commerce. The membership is also representative of the entire geography of the city. Members are compensated at a rate established by resolution of the City Council pursuant to Chapter 2, Article IV, Division 1, Section 2-96 of the Romulus Code of Ordinances. Please check below if you have experience in:

- ☐ Architecture/Landscape Architecture
- ☐ Building Construction
- ☐ Civil Engineering
- ☐ Land Use Planning
- ☐ Real Estate Development

Police, Fire & Safety Commission

Members of the commission are responsible for making recommendation to the police chief and fire chief as it relates to better serving the community. Commissioners also plan and assist with community events such as Hometown Heroes Recognition, Pumpkin Feast, Fourth of July Fireworks and the Police Citizen Academy Program. Meetings are held the third Tuesday of each month at 4:00 p.m. The meetings are usually held at the Romulus City Hall, located at 11111 Wayne Rd. There are seven (7) members. All terms are for three (3) years and staggered. The members elect a chair and co-chairperson to oversee the meetings. Interested individuals must be a resident of the city of Romulus. Members of the Police, Fires & Commission are appointed by the Mayor and approved by City Council pursuant to Chapter IV, Sections 4.1-4.9 in the Romulus City Charter, Chapter 2, Article IV, Division 5, Sections 2-207 - 2-217 in the Romulus Code of Ordinances and City Council Resolution # 74-159, 2-13-1974. Please check below if you have experience in:

- ☐ Emergency Response
- ☐ Law Enforcement
- ☐ Law

Property Disposition Committee

The committee reviews all city-owned property and makes recommendations to the Mayor for review on its reuse or disposition. The committee shall be composed of the City Assessor, Community Development Director, City Clerk and two (2) residents of the City who are appointed by the Mayor and approved by the City Council to serve for four (4) year terms of office, pursuant to the Romulus City Charter, Chapter 2, Article V, Division 3, Section 2-328. Meetings are held quarterly at 10:00 a.m. in the Romulus City Hall Council Chambers. Please check below if you have experience in:

- ☐ Real Estate Development
- ☐ Land Use Planning
- ☐ Accounting/Finance

Recreation Commission

The Romulus Recreation Commission has responsibility for input of planning, promoting and administering park and recreation programs in accordance with the Program Coordinator. The Recreation Commission meets on the third Tuesday of the month from 7:00pm to 8:00pm in the city hall council chambers or have meetings before or participate in special events in the same month. The commission also has traveling meetings occasionally. There are a total of nine (9) members appointed by the Mayor and confirmed by city council for a three year term pursuant to Chapter 2, Article IV, Section 2-96 of the Romulus Code of Ordinances. The Recreation Commission members are compensated per monthly meeting/event. A potential member should be outgoing, energetic, motivated and has an interest in programming for all ages. Please check below if you have experience in:

- ☐ Fitness/Recreation
- ☐ Physical Education
- ☐ Advertising/Marketing/Public Relations
- ☐ Landscape Architecture
- ☐ Finance/Fundraising/Grants

Tax Increment Finance Authority Committee (TIFA)

The TIFA Committee initiates projects and programs to halt property value deterioration, increase property tax valuation and enhance economic activity within the district pursuant to Public Act 450 of 1980 and established by Resolution #84-537. TIFA meets on the second Tuesday of every month at 12:00 p.m. in the City Hall Council Chambers. There are 13 members which serve a term for four (4) years. Members are appointed by the Mayor and approved by City Council pursuant to Chapter 12, Article V, Sections 12-118 – 12-125 of the Romulus Code of Ordinances. Please check below if you have experience in:

- ☐ Banking/Finance
- ☐ New Business Development
- ☐ Real Estate Development
- ☐ Business Recruitment, Retention and Expansion



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **March 10, 2025**

Item No. B.

General Description: Piggyback on MiDeal Contract #07B6600111 for 25 Dell Computer Workstations

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Seconded by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

<i>Ayes:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Nays:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Abstain:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: Piggyback on MiDeal Contract #071B6600111 for 25 Dell Computer Workstations
DATE: March 4, 2025

I concur with the recommendation of Jennifer Madison, Assistant Technology Services Director, and Christin Parker, Purchasing Director, and respectfully request Council's authorization to piggyback on the MiDeal Contract #071B6600111 with Dell Marketing L P for the purchase of twenty-five (25) Dell computer workstations for a total cost of \$23,611.63.

Gary Harris, Assistant Finance Director, has verified that funds for this purpose are available in the Technology Services Fund, Tech Supply Expense Account (664- 228-750.000).

Motion by _____, supported by _____, to concur with the administration and consent to piggyback on the MiDeal Contract #071B6600111 with Dell Marketing L P for the purchase of twenty-five (25) Dell computer workstations for a total cost of \$23,611.63.



MEMORANDUM

DATE: February 25, 2025
TO: Mayor Robert A. McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Piggyback MiDeal Contract #071B6600111 for 25 Dell Computer Workstations

Jennifer Madison, Technology Services Assistant Director, has requested the purchase of twenty-five (25) computer workstations to replace those computer workstations that have been identified and determined to have reached an end of value life.

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

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

The Michigan Department of State acted as the host agency for the MiDeal solicitation that resulted in a ten year contract (Contract Number 071B6600111) being awarded to Dell Marketing L P. with pricing to expire July 31, 2026.

It is the recommendation of myself and Technology Services Assistant Director Jennifer Madison to proceed with this purchase. If you concur, please request Council's permission to piggyback on the State of Michigan MiDeal Contract Number 071B6600111 with Dell Marketing L P for the purchase of twenty-five (2 5) Dell computer workstations for a total cost of \$23,611.63.

Gary Harris, Assistant Financial Services Director, has verified that funds for this purpose are currently available in the Technology Services Fund, Tech Supply Expense Account (664- 228-750.000). If I can be of any further assistance to you regarding this matter, please contact me.

Christina Parker

Christina Parker
Purchasing Director

INTEROFFICE MEMORANDUM

TO: Christina Parker, Purchasing Director
FROM: Jennifer Madison, Technology Services Assistant Director
SUBJECT: Annual User Computer Replacement – FY 24-25
DATE: February 14, 2025

I am requesting the purchase of replacements for (25) Dell computer workstation, for current computer workstations that have been identified and determined to have reached an end of value life. Many of these devices would present a security vulnerability if not replaced by October of 2025 due to an unsupported Microsoft Operating System. This purchase will replace existing devices for city staff to perform daily function throughout various Romulus City Departments. The computers due for replacement have aged beyond support terms and will be disposed via a hardware recycling service.

We would be piggybacking off of the State of Michigan MiDeal Contract 071B6600111 for the purchase of the 25 Dell Computers

The moneys have been budgeted and approved FY 24-25 in Technology Services GL#664- 228-750.000 Tech Supplies.

If you concur with my recommendation, please present to City Council for their approval. If you require any additional information, please do not hesitate to contact me.

Thank you,



Jennifer Madison
Technology Services Assistant Director City of
Romulus

From: Emmie.Sweeting@Dell.com
To: [Madison, Jennifer](#)
Subject: Your Dell Quote 3000185883673.1 | i5
Date: Thursday, February 13, 2025 11:06:50 AM



Your quote is ready for purchase.

Complete the purchase of your personalized quote through our secure online checkout before the quote expires on **Mar. 15, 2025**.

You can download a copy of this quote during checkout.

[Place your order](#)

Quote Name:	i5	Sales Rep	Emmie Sweeting
Quote No.	3000185883673.1	Phone	1(800) 4563355, 80000
Total	\$12,659.73	Email	Emmie.Sweeting@Dell.com
Customer #	81062508	Billing To	ACCOUNTS PAYABLE
Quoted On	Feb. 13, 2025		CITY OF ROMULUS
Expires by	Mar. 15, 2025		11111 WAYNE RD
Contract Name	State of Michigan		ROMULUS, MI 48174-
	MiDeals Agreement		1485
Contract Code	C000000009850		
Customer Agreement #	071B6600111		
Deal ID	28292070		

Message from your Sales Rep

Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,
Emmie Sweeting

Product	Unit Price	Quantity	Subtotal
OptiPlex Small Form Factor (7020)	\$902.19	3	\$2,706.57

From: Emmie.Sweeting@Dell.com
To: [Madison, Jennifer](#)
Subject: Your Dell Quote 3000185883705.1 | i7
Date: Thursday, February 13, 2025 11:06:15 AM



Your quote is ready for purchase.

Complete the purchase of your personalized quote through our secure online checkout before the quote expires on **Mar. 15, 2025**.

You can download a copy of this quote during checkout.

[Place your order](#)

Quote Name:	i7	Sales Rep	Emmie Sweeting
Quote No.	3000185883705.1	Phone	1(800) 4563355, 80000
Total	\$10,951.90	Email	Emmie.Sweeting@Dell.com
Customer #	81062508	Billing To	ACCOUNTS PAYABLE
Quoted On	Feb. 13, 2025		CITY OF ROMULUS
Expires by	Mar. 15, 2025		11111 WAYNE RD
Contract Name	State of Michigan		ROMULUS, MI 48174-
	MiDeals Agreement		1485
Contract Code	C000000009850		
Customer Agreement #	071B6600111		
Deal ID	28292070		

Message from your Sales Rep

Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,
Emmie Sweeting

Product	Unit Price	Quantity	Subtotal
OptiPlex Small Form Factor (Plus 7020)	\$1,095.19	10	\$10,951.90

Subtotal:	\$10,951.90
Shipping:	\$0.00
Non-Taxable Amount:	\$10,951.90
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00

Total:	\$10,951.90
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Shipping Group Details

Shipping To	Shipping Method
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TECHNOLOGY SERVICES CITY OF ROMULUS 11111 WAYNE RD ROMULUS, MI 48174 (734) 955-4505	Standard Delivery Free Cost
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	Unit Price	Quantity	Subtotal
OptiPlex Small Form Factor (Plus 7020)	\$1,095.19	10	\$10,951.90

Estimated delivery if purchased today:

Feb. 18, 2025

Contract # C000000009850

Customer Agreement # 071B6600111

Description	SKU	Unit Price	Quantity	Subtotal
OptiPlex Small Form Factor Plus 7020 BTX	210-BKWL	-	10	-
Intel Core i7 processor 14700 vPro (33 MB cache, 20 cores, 28 threads, up to 5.4 GHz Turbo, 65W)	338-CNCK	-	10	-
Windows 11 Pro, English, Brazilian Portuguese PT-BR, French, Spanish	619-ARSB	-	10	-
Activate Your Microsoft 365 For A 30 Day Trial	658-BCSB	-	10	-
16 GB: 2 x 8 GB, DDR5	370-BBPQ	-	10	-
M.2 2230 512GB PCIe NVMe SSD Class 35	400-BQSB	-	10	-
M.2 22x30 Thermal Pad	412-AAQT	-	10	-
1st M.2 2280 SSD Screw	773-BBBC	-	10	-
NO RAID	817-BBBN	-	10	-
Intel Integrated Graphics	490-BBFG	-	10	-
OptiPlex SFF Plus with 260W Bronze Power Supply	329-BJWJ	-	10	-
System Power Cord (Philippine/TH/US)	450-AAOJ	-	10	-
DVD+/-RW Bezel	325-BDSH	-	10	-
8x DVD+/-RW/RAM 9.5mm Slimline Optical Disk Drive	429-ABFH	-	10	-
CyberLink Media Essentials for Windows	430-XYIX	-	10	-
No Media Card Reader	379-BBHM	-	10	-
No Wireless LAN Card	555-BKHY	-	10	-
No Additional Video Ports	492-BCKH	-	10	-
Dell Pro Wireless Keyboard and Mouse - KM5221W - English - Black	580-AJJG	-	10	-
Mouse included with Keyboard	570-AADI	-	10	-
No Cover Selected	325-BCZQ	-	10	-
Dell Additional Software	634-CHFP	-	10	-
ENERGY STAR Qualified	387-BBLW	-	10	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	10	-
Watch Dog SRV	379-BFMR	-	10	-
Quick Start Guide, OptiPlex SFF Plus	340-DMJC	-	10	-
Print on Demand Label	389-BDQH	-	10	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	10	-

Shipping Material	340-CQYR	-	10	-
Shipping Label	389-BBUU	-	10	-
Regulatory Label for OptiPlex SFF Plus PSU DAO	389-FFZD	-	10	-
Intel® Rapid Storage Technology Driver	658-BFSK	-	10	-
Intel Core i7 vPro Enterprise Processor Label	389-EDDR	-	10	-
Desktop BTS/BTP Shipment	800-BBIP	-	10	-
No Additional Add In Cards	382-BBHX	-	10	-
No Additional Network Card Selected (Integrated NIC included)	555-BBJO	-	10	-
Configuration Matérielle Fixe	998-GRXP	-	10	-
EPEAT 2018 Registered (Silver)	379-BDTO	-	10	-
Internal Speaker	520-AARD	-	10	-
Intel vPro® Enterprise	631-BBQN	-	10	-
Dell Limited Hardware Warranty Plus Service	812-3886	-	10	-
Onsite/In-Home Service After Remote Diagnosis 3 Years	812-3887	-	10	-

Subtotal:	\$10,951.90
Shipping:	\$0.00
Estimated Tax:	\$0.00

Total:	\$10,951.90
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CONNECT WITH DELL:



BROWSE MORE OPTIONS:

IT Transformation	Laptops	Desktops
Servers & Storage	2-in-1's	Electronics & Accessories
Financing Options	Dell Services	Dell Support
Subscription Center	Events	Dell Premier

Important Notes

Terms of Sale

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

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

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

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

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

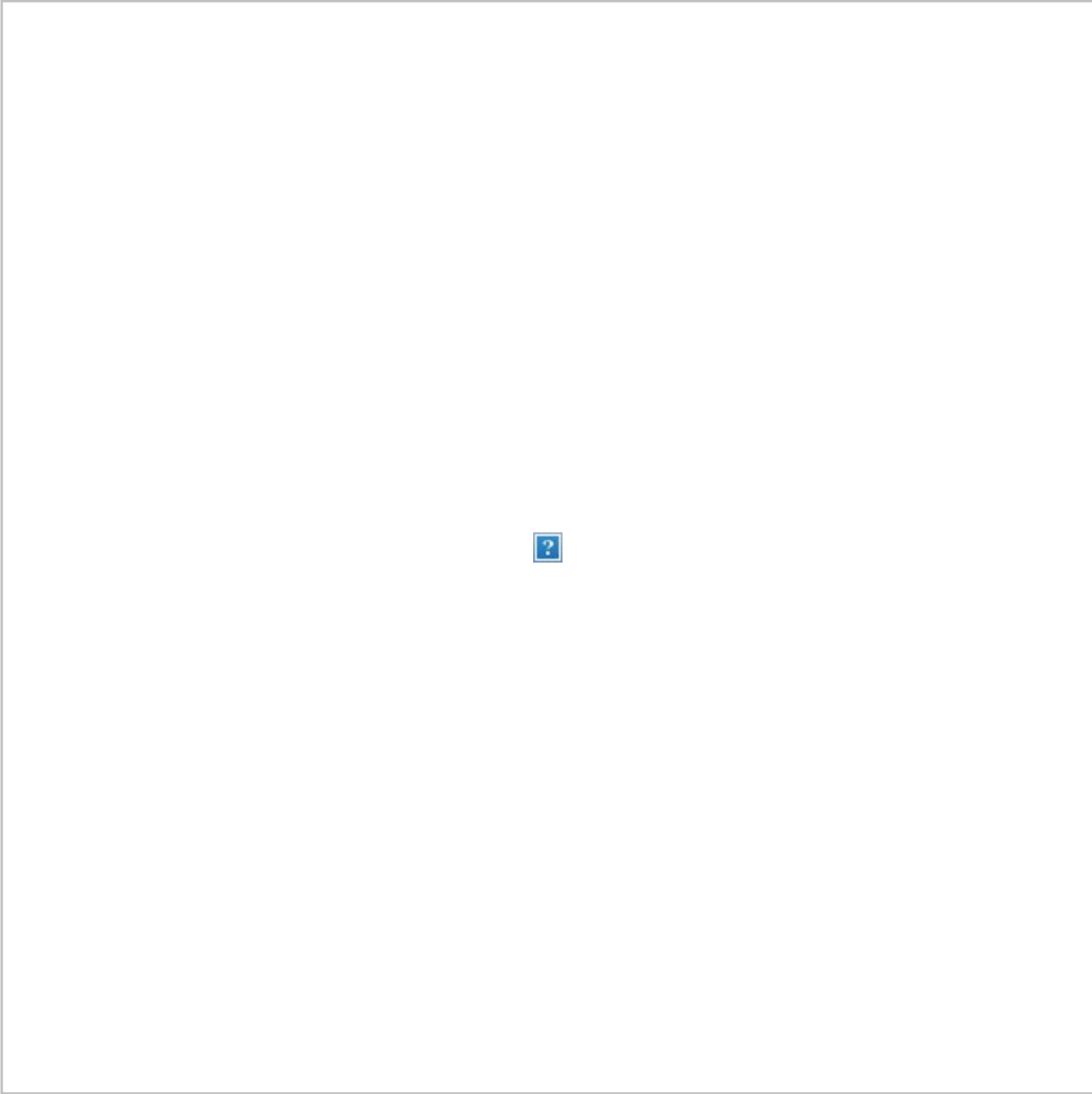
In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to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

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

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

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

OptiPlex Small Form Factor (7020)	\$829.43	12	\$9,953.16
Subtotal:			\$12,659.73
Shipping:			\$0.00
Non-Taxable Amount:			\$12,659.73
Taxable Amount:			\$0.00
Estimated Tax:			\$0.00
Total:			\$12,659.73



Shipping Group Details

Shipping To TECHNOLOGY SERVICES CITY OF ROMULUS 11111 WAYNE RD	Shipping Method Standard Delivery Free Cost
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		Unit Price	Quantity	Subtotal
OptiPlex Small Form Factor (7020)		\$902.19	3	\$2,706.57
Estimated delivery if purchased today: Feb. 24, 2025 Contract # C000000009850 Customer Agreement # 071B6600111				
Description	SKU	Unit Price	Quantity	Subtotal
OptiPlex Small Form Factor 7020 XCTO	210-BKWK	-	3	-
Intel Core i5 processor 14500 vPro (24MB cache, 14 cores, 20 threads, up to 5.0 GHz Turbo, 65W)	338-CNCH	-	3	-
Windows 11 Pro, English, Brazilian Portuguese PT-BR, French, Spanish	619-ARSB	-	3	-
Activate Your Microsoft 365 For A 30 Day Trial	658-BCSB	-	3	-
16 GB: 2 x 8 GB, DDR5	370-BBPQ	-	3	-
M.2 2230 512GB PCIe NVMe SSD Class 35	400-BQSB	-	3	-
M.2 22x30 Thermal Pad	412-AAQT	-	3	-
1st M.2 2280 SSD Screw	773-BBBC	-	3	-
Intel Integrated Graphics	490-BBFG	-	3	-
OptiPlex SFF with 180W Bronze Power Supply	329-BJWG	-	3	-
System Power Cord (Philippine/TH/US)	450-AAOJ	-	3	-
DVD+/-RW Bezel	325-BDSG	-	3	-
8x DVD+/-RW/RAM 9.5mm Slimline Optical Disk Drive	429-ABFH	-	3	-
CyberLink Media Essentials for Windows	430-XYIX	-	3	-
No Wireless LAN Card	555-BKHY	-	3	-
No Additional Video Ports	492-BCKH	-	3	-
Dell Pro Wireless Keyboard and Mouse - KM5221W - English - Black	580-AJJG	-	3	-
Mouse included with Keyboard	570-AADI	-	3	-
No Cover Selected	325-BCZQ	-	3	-
Dell Additional Software	634-CHFP	-	3	-
ENERGY STAR Qualified	387-BBLW	-	3	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	3	-
Watch Dog SRV	379-BFMR	-	3	-
Quick Start Guide, OptiPlex SFF	340-DMJB	-	3	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	3	-
Shipping Material	340-CQYR	-	3	-
Shipping Label	389-BBUU	-	3	-

Regulatory Label for OptiPlex SFF 180W PSU	389-FFZH	-	3	-
No Hard Drive Bracket	575-BBKX	-	3	-
Intel® Rapid Storage Technology Driver	658-BFSK	-	3	-
Intel Core i5 vPro Enterprise Processor Label	389-EDDQ	-	3	-
Desktop BTO Standard shipment	800-BBIO	-	3	-
Chassis Intrusion Switch	461-AAJL	-	3	-
No Additional Add In Cards	382-BBHX	-	3	-
Internal Speaker	520-AARD	-	3	-
Intel vPro® Enterprise	631-BBQN	-	3	-
Custom Configuration	817-BBBB	-	3	-
EPEAT 2018 Registered (Silver)	379-BDTO	-	3	-
Dell Limited Hardware Warranty Plus Service	803-8583	-	3	-
Onsite Service After Remote Diagnosis 3 Years	803-8590	-	3	-

Unit Price	Quantity	Subtotal
\$829.43	12	\$9,953.16

OptiPlex Small Form Factor (7020)

Estimated delivery if purchased today:

Feb. 24, 2025

Contract # C000000009850

Customer Agreement # 071B6600111

Description	SKU	Unit Price	Quantity	Subtotal
OptiPlex Small Form Factor 7020 BTX	210-BKWH	-	12	-
Intel Core i5 processor 14500 vPro (24MB cache, 14 cores, 20 threads, up to 5.0 GHz Turbo, 65W)	338-CNCH	-	12	-
Windows 11 Pro, English, Brazilian Portuguese PT-BR, French, Spanish	619-ARSB	-	12	-
Activate Your Microsoft 365 For A 30 Day Trial	658-BCSB	-	12	-
16 GB: 1 x 16 GB, DDR5	370-BBPY	-	12	-
M.2 2230 512GB PCIe NVMe SSD Class 35	400-BQSB	-	12	-
M.2 22x30 Thermal Pad	412-AAQT	-	12	-
1st M.2 2280 SSD Screw	773-BBBC	-	12	-
Intel Integrated Graphics	490-BBFG	-	12	-
OptiPlex SFF with 180W Bronze Power Supply	329-BJWG	-	12	-
System Power Cord (Philippine/TH/US)	450-AAOJ	-	12	-
No Optical Drive	429-ABKF	-	12	-
CMS Software not included	632-BBBJ	-	12	-
No Wireless LAN Card	555-BKHY	-	12	-
Optional DisplayPort	382-BBKE	-	12	-
Dell Pro Wireless Keyboard and Mouse - KM5221W - English - Black	580-AJJG	-	12	-
Mouse included with Keyboard	570-AADI	-	12	-

No Cover Selected	325-BCZQ	-	12	-
Dell Additional Software	634-CHFP	-	12	-
ENERGY STAR Qualified	387-BBLW	-	12	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	12	-
Watch Dog SRV	379-BFMR	-	12	-
Quick Start Guide, OptiPlex SFF	340-DMJB	-	12	-
Print on Demand Label	389-BDQH	-	12	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	12	-
Shipping Material	340-CQYR	-	12	-
Shipping Label	389-BBUU	-	12	-
Regulatory Label for OptiPlex SFF 180W PSU	389-FFZH	-	12	-
No Hard Drive Bracket	575-BBKX	-	12	-
Intel® Rapid Storage Technology Driver	658-BFSK	-	12	-
Intel Core i5 Processor Label	340-CUEW	-	12	-
Desktop BTS/BTP Shipment	800-BBIP	-	12	-
Chassis Intrusion Switch	461-AAJL	-	12	-
No Additional Add In Cards	382-BBHX	-	12	-
Internal Speaker	520-AARD	-	12	-
No vPro® support	631-BBQQ	-	12	-
Fixed Hardware Configuration	998-GSBW	-	12	-
EPEAT 2018 Registered (Silver)	379-BDTO	-	12	-
Dell Limited Hardware Warranty Plus Service	803-8583	-	12	-
Onsite Service After Remote Diagnosis 3 Years	803-8590	-	12	-

Subtotal:	\$12,659.73
Shipping:	\$0.00
Estimated Tax:	\$0.00

Total:	\$12,659.73
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CONNECT WITH DELL:



BROWSE MORE OPTIONS:

 IT Transformation	 Laptops	 Desktops
 Servers & Storage	 2-in-1's	 Electronics & Accessories

 Financing Options	 Dell Services	 Dell Support
 Subscription Center	 Events	 Dell Premier

Important Notes

Terms of Sale

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

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

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

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

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

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

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

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

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



FUNDS VERIFICATION FORM

DEPARTMENT: Technology Services

FUND NAME: Tech Supplies

ACCOUNT NUMBER/S: 664-228-750.000

PURPOSE FOR REQUEST: Annual replacement for end-of life/value desktop computers for staff users in various departments

AMOUNT OF EXPENDITURE: \$23,611.63

SIGNATURE OF DEPARTMENT HEAD:

FUNDS CURRENTLY AVAILABLE: \$42,742.67

FINANCE DEPARTMENT APPROVAL:

DATE: 02-26-2025



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **March 10, 2025**

Item No. C.

General Description: Introduction of Budget Amendment 24/25-14

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Seconded by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

<i>Ayes:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Nays:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Abstain:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: Introduction of Budget Amendment 24/25-14
DATE: March 5, 2025

I am hereby requesting introduction of Budget Amendment 24/25-14 for the trade-in of three (3) ICP tabulators for three (3) ICP2 Tabulators with a \$3,000 discount and grant reimbursement of \$12,000.00. Additionally, for the mailing out of ballots for the August Primary Election by the statutory deadline before the start of the new fiscal year.

Motion by _____, supported by _____ to concur with the administration and introduce Budget Amendment 24/25-14 for the trade-in of three (3) ICP tabulators for three (3) ICP2 Tabulators with a \$3,000 discount and grant reimbursement of \$12,000.00. Additionally, for the mailing out of ballots for the August Primary Election by the statutory deadline before the start of the new fiscal year.



MEMORANDUM

To: Maria Farris, Finance Director
From: Ellen Craig-Bragg, City Clerk
Cc: D'Sjonaun Hockenhull, Deputy City Clerk
Date: March 4, 2025
Re: Budget Amendment

I am submitting a request for a budget amendment in the amount of \$26,779.00.

- 101-262-971.000 Capital Outlay - \$16,779.00
- 101-262-728.000 Postage - \$10,000.00

This budget amendment is for the trade-in purchase of three (3) ICP2 Tabulators in which a \$3,000.00 discount was given off the original MSRP pricing when the old ICP tabulators are returned. This purchase is eligible for a reimbursement up to \$12,000.00 from the Physical Security and Election Resiliency Grant administered under the Help America Vote Act.

Additionally, our office has statutory deadlines for mailing out absent voter ballots and applications for the upcoming August 5, 2025, Primary Election. Unfortunately, the deadline is within the current fiscal year; therefore, it is necessary to request this budget amendment to cover the costs of mailing out absent voter ballots and applications.

If you concur, please forward to the Mayor's Office for placement under Mayor's Report for the March 10th Regular Council Meeting.

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

BUDGET AMENDMENT FORM

INCREASE		DECREASE	
Account Number /Name	Amount	Account Number /Name	Amount
101-262-971.000 Capital Outlay	\$ 16,779	101-000-390.000 Fund Balance	\$ 26,779
101-262-728.000 Postage	\$ 10,000		
TOTAL	\$ 26,779	TOTAL	\$ 26,779

PURPOSE:

For the trade-in of three (3) ICP tabulators for three (3) ICP2 Tabulators with a \$3,000 discount and grant reimbursement of \$12,000.00. Additionally, for the mailing out of ballots for the August Primary Election by the statutory deadline before the start of the new fiscal year.

DATE: 3/4/2025

Department Head Signature:



Maria Farris
3.5.20205

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.



P.O. Box #343
Broomfield CO 80038 United States
FED ID#27-0565149

Invoice Date	02/27/2025
Invoice #	DVS158731
Page	1

Bill To:

Romulus City, MI (Wayne County)
Ellen Craig-Bragg
11111 Wayne Road
Romulus MI 48174

Ship To:

Romulus City, MI (Wayne County)
Ellen Craig-Bragg
11111 Wayne Rd.
Romulus MI 48174

Purchase Order No.		Customer ID	Salesperson ID	Shipping Method	Payment Terms	Req Ship Date	Master No.
		USMIROMULU	LPATRICOLA	BEST WAY	Net 30	03/06/2025	68,927
Ordered	Shipped	B/O	Item Description		Discount	Unit Price	Ext. Price
3	3	0	175-000199 ICP2 Kit (w/o Ballot Box)		\$0.00	\$6,593.00	\$19,779.00
0	0	0	Discount (ICP classic buyback)		\$0.00	\$1,000.00	(\$3,000.00)

REMIT TO: Dominion Voting Systems, Inc. P.O. Box 538214 Atlanta, GA 30353-8214	COURIER ADDRESS: Dominion Voting Systems, Inc. Lockbox #538214 1669 Phoenix Parkway, Suite 210 College Park, GA 30349	Subtotal	\$16,779.00
		Tax	\$0.00
		Freight	\$0.00
		Trade Discount	\$0.00
		Total	\$16,779.00

Comments: SF0033403

Memorandum

To: Mayor Robert A. McCraight

From: Maria Farris, Finance Director

Date: March 5, 2025

Re: Budget Amendment 24/25-14

Attached please find a copy of the requested Budget Amendment 24/25-14 to be added to the agenda for the March 10, 2025, City Council meeting.

This budget amendment is to increase expenses of \$16,779 in 101-262-971.000 and \$10,000 in 101-262-728.000. This would require using fund balance in 101-000-390.000 of \$26,779 to cover these expenditures.

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

MEMORANDUM

TO: Mayor Robert A. McCraight
FROM: Finance Department
DATE: 3/5/2025 MEF
SUBJECT: Budget Amendment 24/25-14

<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>
101-262 Elections				
General				
<u>Expense</u>				
101-262-971.000	Capital Outlay	-	16,779	16,779
101-262-728.000	Postage	15,796	10,000	25,796
<u>Fund balance</u>				
101-000-390.000	Fund balance	11,894,797	(26,779)	11,868,018

For the trade-in of three ICP2 tabulators with a \$3000 discount and grant reimbursement of \$12,000. Additionally, for the mailing out of ballots for the Primary Election by the statutory deadline before the start of the new fiscal year.



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **March 10, 2025**

Item No. D.

General Description: Intergovernmental Agreement with Huron Township - Animal Control Services

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Seconded by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

<i>Ayes:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Nays:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Abstain:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: Intergovernmental Agreement with Huron Township – Animal Control Services
DATE: March 4, 2025

I concur with the recommendation of Romulus Police Department Captain Roger Salwa, and legal counsel, and respectfully request that Council authorize the Mayor and Clerk to enter into the attached Intergovernmental Agreement between the City of Romulus and Huron Township for animal control services through July 31, 2026.

Motion by_____, supported by _____, to concur with the administration and authorize the Mayor and Clerk to enter into the attached Intergovernmental Agreement between the City of Romulus and Huron Township for animal control services through July 31, 2026.

Romulus Police Department

Internal Memorandum

To: Robert M. McCraight, Mayor

Cc: Julie Wojtylko, Chief of Staff

From: Roger Salwa, Captain

Ref: Huron Township (Animal Control Contract)

Date: February 27th, 2025

Attached you will find a signed Huron Township Animal Control Contract. They are requesting to utilize our animal control services. After careful consideration I feel this will be a good fit due to the number of dogs they would bring and the proximity to the City of Romulus.

If you should have any questions, please feel free to contact me directly. If you concur with this request I would like to add this to the next council meeting for council's approval.



ORIGINAL

**INTER-GOVERNMENTAL AGREEMENT BY AND BETWEEN
THE CITY OF ROMULUS AND THE HURON TOWNSHIP
FOR SERVICES AT THE ROMULUS ANIMAL SHELTER**

This Inter-Governmental Agreement for Services at the Romulus Animal Shelter (the "Agreement") is hereby entered into on this ____ day of _____, 2025, by and between the City of Romulus (hereinafter, "Romulus") and Huron Township (hereinafter, "Huron Township") (collectively, "the Parties") pursuant to the following terms:

RECITALS

Whereas

Romulus owns the Romulus Animal Shelter (the "Shelter"), which is operated by the Romulus Ordinance Department (under the auspices of the Romulus Police Department), which Shelter offers temporary housing, food, sanitation, adoption, and other related services for stray, abandoned, donated, and "owner-impounded" dogs within the City of Romulus.

Whereas

Huron Township does not presently have the resources to enable it to effectively deal with stray, abandoned, donated or "owner-impounded" dogs ("dogs" or the "Animals") within Huron Township.

Whereas

Both Huron Township and Romulus desire to afford their respective citizens the Animal-related services offered by the Shelter and to do so in a cost-effective manner.

Whereas

In keeping with the above, the Parties desire to allow Huron Township to utilize the Shelter, pursuant to the terms and conditions set forth herein.

The above Recitals are contractual in nature and deemed a substantive part of this Agreement.

The Parties agree to the above-listed terms, subject additionally to the following Terms and Conditions:

TERMS AND CONDITIONS

1. **Definitions:** Unless otherwise set forth herein, the following terms are defined as follows:
 - a. *Owner* shall mean every person having the right of property of an animal and who provides any and all proof/acknowledgment of ownership of such animal which may be required by Romulus.
 - b. *Owner-impounded animal* shall mean any animal whose owner has brought it to the Shelter for purposes of relinquishing the animal to the Shelter for purposes of adoption and/or euthanasia. Owners impounding any Animal at the Shelter shall be required to provide any and all proof/acknowledgment of ownership which may be required by Romulus.
2. **Term and Termination:** This Agreement shall be in effect beginning on the date of the last signature hereto end on July 31st, 2026. Either party, upon thirty (30) days' written notice to the other party, may terminate this Agreement.
3. **Acceptance of the Animals at the Shelter and Services Provided:**
 - a. Subject to the other terms and conditions of this Agreement, Romulus agrees to accept dogs brought in by Huron Township to the Shelter and to provide housing, food, sanitation, adoption, and attendant administrative services for such Animals (the Services). Huron Township shall bring no animals to the Shelter other than dogs. The maximum number of days that Romulus shall be obligated to house dogs shall be 37 days unless there is a court order.
 - b. Romulus agrees to assist Huron Township in transporting the Animals to the Shelter upon request by Huron Township, subject to Romulus availability, and provided that the Parties also contemplate that officers of the Huron Township Police Department may additionally provide such transportation, as set forth in this Agreement.
 - c. The Parties agree that Romulus is entitled to ensure that Animals coming from Romulus are given first priority with respect to available space at the Shelter before Romulus assumes any obligation to accept dogs coming from Huron Township. In no instance shall Romulus be obligated to accept more than fifteen (15) total dogs per month or more than three dogs per day from Huron Township, unless expressly agreed otherwise by Romulus.
 - d. Romulus agrees to offer dogs at the Shelter for adoption, subject to the provisions regarding euthanasia herein. In the event that a resident of Huron Township shall seek to adopt any dog at the Shelter, such resident shall obtain a license/permit issued by the Huron Township Treasurer and provide a receipt or other proof of the same to the Shelter. Romulus shall receive any and all applicable impound and adoption fees.

- e. Stray or abandoned dogs housed at the Shelter for seven (7) days or more may be offered for adoption or euthanized by Romulus and/or any of its agents so authorized.

Donated or "owner-impounded" dogs may be offered for adoption or euthanized by Romulus and/or any of its agents so authorized the same day they are brought to the Shelter.

- f. Romulus shall be solely responsible for fulfilling any and all documentation and reporting requirements to local, state, and/or federal agencies with respect to the dogs coming to the Shelter from Huron Township including, without limitation, reporting requirements regarding the number of dogs picked up, adopted, euthanized, and all other applicable reporting requirements.
- g. All dogs housed at the Shelter, and their attendant handling, care, and disposition, shall be subject to the applicable rules, regulations, practices, procedures, and ordinances promulgated and adopted by the City of Romulus and State laws.
- h. Access to the Shelter by Huron Township shall be governed by the following protocol:
 - (1) Only officers of the Huron Township Police Department shall have access to the Shelter;
 - (2) Huron Township shall pick-up the key from the Romulus Police Department for the Animal Shelter's outer garage door and to the interior small kennel area, which would temporarily house dogs. Huron Township shall not be permitted to access any other area of the Shelter;
 - (3) Prior to entry of the Shelter, Huron Township shall contact the Romulus Police Department to inform it of its entry;
 - (4) Upon entry and exit of the Shelter, Huron Township shall record all access to the Shelter by completing a "sign-in/sign-out" form, as provided by the Shelter; and
 - (5) Upon exit of the Shelter, Huron Township shall lock the interior and exterior doors and return the key back to the Romulus Police Department and shall assume full responsibility and liability and to the extent allowed by applicable law, shall indemnify and hold Romulus harmless with respect to the same.

4. **Price:**

- a. Dogs: With respect to dogs only, as consideration for Romulus' provision of the Services, the adequacy of which is hereby acknowledged, Huron Township shall pay to Romulus an amount of one thousand dollars (\$1,000) per month. In addition,

any dogs that are required to be kept beyond seven (7) days, Huron Township shall pay an additional cost of twenty dollars (\$20) per day and a euthanization cost of eighty dollars (\$80) per dog or animal. Huron Township shall pay such price on a monthly basis, regardless of whether any dogs actually come in to the Shelter from Huron Township in any given month. Such price is subject to change, depending upon potential changes in price paid by Romulus to its food, and /or other animal care products supplier(s) over the term of this Agreement Romulus shall provide advance written notice to Huron Township of any pricing changes.

- b. Additional Dogs in Excess of the 15-Animal Maximum: In the event that Huron Township requests that Romulus exceed the 15-Animal monthly limit and to the extent Romulus, in its sole discretion, is able to accept from Huron Township additional dogs, Huron Township shall pay to Romulus an amount of fifty dollars (\$50) per dog, in addition to the amounts paid under subsection (a).
- c. The Romulus Animal Shelter will not accept any obvious sick or injured dog(s) from the Huron Township. Sick or injured dog(s) will need to be seen by a veterinarian prior to being brought to the Romulus Animal Shelter. In the event a sick or injured dog is brought into the Romulus Animal Shelter by the Huron Township, Romulus will charge the Huron Township any medical expenses occurred.
- d. If any dog(s) brought in by a Huron Township to the Romulus Animal Shelter that has or is determined to have PARVO, the Huron Township will pay Romulus fifteen hundred dollars (\$1,500) in cleaning fees and euthanization fees of eighty dollars (\$80) per dog or each animal that needs to be euthanized.
- e. Transportation: In the event that Huron Township requests that Romulus transport the Animals, and provided Romulus, in its sole discretion, is able to accommodate such request, Huron Township shall additionally pay Romulus: Sixty dollars (\$60) per hour to cover straight time pay for all Romulus personnel and equipment utilized, ninety dollars (\$90) per hour to cover overtime pay for all Romulus personnel with a two hour minimum for personal, equipment included.

5. Indemnification and Limitation of Liability:

- a. The Parties acknowledge that Romulus and its associated municipal departments, including, without limitation, it's Department of Public Works, Ordinance Department, and Police Department, is a governmental entity and that the ownership and operation of the Shelter and the services provided attendant thereto, as encompassed in this Agreement and otherwise, are government functions.
- b. Under the provisions of this Agreement, Romulus, as a government agency engaged in a government function, is in no way waiving any immunity from liability under the Government Tort Liability Act, or MCL 691.1401, et seq, and in particular,

MCL 691.1407(1). No exception to government tort liability immunity, including, but not limited to, the “highway exception” (MCL 691.1402) and the “public building exception” (MCL 691.1406) shall apply in cases of injury to any Huron Township employee or its agents or any other person, in the discharge of activities within the provisions of this Agreement.

- c. To the extent allowed by applicable law, Huron Township shall indemnify and hold harmless Romulus, its agents, and employees, for any claim, including costs and reasonable attorney fees, arising out Huron Township’s acts and omissions with respect to the subject matter of this Agreement.
- d. Romulus in no way makes any representations or warranties as to the quality of the Services (provided, however, that Romulus shall comply with Michigan law, as well as the rules, regulations, practices, procedures, and ordinances promulgated and adopted by the City of Romulus), the condition or safety of the Shelter or of the continued availability of space at the Shelter; and
- e. There are no third-party beneficiaries to this Agreement.

6. **No Employment Relationship and No Joint Venture:** Nothing in this Agreement shall be deemed to create an employment relationship between either party’s respective employees and the other party. Nothing in this Agreement shall be construed to create a joint venture between Romulus and Huron Township.

7. **Applicable Law and Dispute Resolution:**

- a. **Applicable Law:** This Agreement shall be governed by the laws of the State of Michigan.
- b. **Dispute Resolution:** Any dispute arising out of this Agreement shall be subject to binding arbitration located in Wayne County, Michigan; provided, however, that prior to arbitration, the parties shall first attempt to resolve any dispute with a meeting between representatives from each party. Such shall be subject to the following additional terms:
 - (1) Arbitration must be requested by a party in writing;
 - (2) The Parties shall agree upon one (1) neutral arbitrator;
 - (3) The costs of the arbitrator shall be shared equally between the Parties;
 - (4) If, upon written request for arbitration, an arbitrator is not selected within thirty (30) days, either party may petition the Wayne County Circuit Court for appointment of a neutral arbitrator selected by the Court.
 - (5) The rules of evidence will not be applied.

8. **Miscellaneous:**

- a. In the event of any storm, fire, insurrection or other force majeure or act of God, including any event resulting in catastrophic damage to Facility, Romulus shall be excused from performance under this Agreement.
- b. If any portion of this Agreement is held invalid by a court of competent jurisdiction, the remainder shall remain valid and enforceable.
- c. The headings of the various sections of this Agreement are provided for purposes of reference and convenience and shall not be construed to limit or conflict with any provision contained in the corresponding section or otherwise in this Agreement.
- d. This Agreement shall be considered to have been drafted by both parties.
- e. Notice to either party shall be provided to each party's respective Department of Public Works Director and the Huron Township Director of Public Safety.
- f. This Agreement may not be modified except by mutual written agreement, signed by authorized representatives of both Parties.
- g. This Agreement may not be assigned by either party without the written authorization of the other party.
- h. This Agreement contains the entirety of the Parties' understanding as to the subject matter contained herein. Any prior understandings as to the subject matter of this Agreement are merged and integrated into this Agreement.
- i. The Parties represent that the representative signatories below have been fully authorized by their respective legislative bodies to bind their respective municipalities hereto.

Agreed this 26TH day of FEBRUARY, 2025

FOR THE CITY OF ROMULUS:

FOR HURON TOWNSHIP:

Signature

By: Robert McCraight
Its: Mayor

Date

Signature

By: Ellen Craig-Bragg
Its: Clerk

Date

Signature

By: Kelly Trombly
Its: Supervisor

Date

Signature

By: Julie Martin
Its: Clerk

Date



City of Romulus

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

Council Meeting Held: **March 10, 2025**

Item No. A.

General Description: Appointment to the Romulus Board of Zoning Appeals

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Seconded by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

<i>Ayes:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Nays:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Abstain:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

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

Tina Talley, Councilwoman

William Wadsworth, Councilman

Celeste Roscoe, Councilwoman

Kathleen Abdo, Councilwoman

Harry Crout, Councilman

David Jones, Councilman

City of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com



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

--

OFFICE USE ONLY

Approved for Council Agenda: ☐

AGENDA ITEM # .

PLANNING DEPARTMENT MEMORANDUM

DATE: March 3, 2025
TO: Mayor Robert McCraight
FROM: Jeff Kemp Jr., Director of Building and Planning
SUBJECT: Board of Zoning Appeals Appointment 2025

As you are aware, there is a vacancy on the Board of Zoning Appeals.

My intention is to recommend to the City Council Executive Advisory Committee that Mr. Daniel Gadbois be appointed to the Board of Zoning Appeals to fill the vacancy. This appointment will have an expiration date of June 30, 2028. In accordance with Michigan Zoning Enabling Act 110 of 2006, the legislative body, the City Council, shall appoint the members of the Board of Zoning Appeals.

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

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

Status

Name Mr Daniel Christopher Gadbois
Application Date 2/20/2025
Expiration Date 2/20/2027
Status Received

Board	Vacancies	Status	Actions
Board of Zoning Appeals	0	Pending	

Basic Information

Name
Mr Daniel Christopher Gadbois
Date of Birth
[REDACTED]
Resume File
 Download

Contact Information

Address
6253 Loraine Street
Romulus, MI 48174
Yes, I am a resident
Yes
Ward/District
9th
Email
[REDACTED]
Alternate email
[REDACTED]
Phone
[REDACTED]
Cell Phone
[REDACTED]
Business Phone
313-897-9130

How long have you lived continuously in the City of Romulus?
26 Years

Are you a register voter in the City of Romulus
Yes

Are you a graduate of Romulus' Citizen Academy?
No

Are you related to anyone employed by, or an elected official of the City of Romulus?
No

Have you ever been convicted of a felony?
No

Do you have access to electronic resources (home computer, email, Internet access)?
Yes

Professional Qualifications and/or Work Experience Relevant to the Board or Commission:

Review attached resume and 30 years of professional construction experience.

Community Activities and/or Other Experience

I always support our community and attend many planed events.

Educational Background:

Attended Eastern Michigan University for occupational safety & health education. Many construction certifications and years of real life building situations. See attached resume.

Three Personal or Business References

Nichole Phillips [REDACTED] Brian Farhat [REDACTED] Paul Bitar [REDACTED]

Why are you interested in this particular board or commission?

To help the City of Romulus and hope to bring leadership and knowledge to the committee.

Any other additional information you'd like to share?

I'm currently enrolled in the Wayne County Sheriff Reserve Academy. Construction is my true passion and living in Romulus for the past 26 years, our community means a lot to me and my family. I know i can help with the BZA responsibilities.

Generated 2/20/2025, 3:17:45 PM

Daniel C. Gadbois

6253 Loraine Street, Romulus, MI 48174

Highly experienced and dedicated senior director of safety and health with over 26 years of expertise in the construction management industry. Proven track record of developing and implementing comprehensive safety programs, reducing incident rates, and most importantly fostering a culture of safety within diverse teams. Adept at regulatory compliance, risk assessments, and strategic planning to ensure the health and safety of all office and field personnel.

PROFESSIONAL EXPERIENCE

LS Brinker – Detroit, MI

Sr. Director of Safety – May 2021 – Present

- Oversee safety for five companies: LS Brinker, Brinker Team Construction, City Carpet, Universal Glass & Metals and Edgewood Electric.
- Lead the development and execution of safety and health programs across all company construction projects, ensuring compliance with OSHA and other regulatory standards.
- Manage a team of safety officers and coordinators, providing training, guidance, and support to enhance their performance and professional growth.
- Conduct regular site inspections and audits to identify potential hazards and implement corrective actions.
- Collaborate with project managers, engineers, and contractors to integrate safety measures into project planning and execution.
- Develop and deliver safety training programs and workshops for employees at all levels.
- Analyze incident reports and safety data to track trends and develop strategies to reduce workplace injuries and illnesses.
- Prepare and present safety performance reports to senior management and stakeholders.
- Facilitate safety training sessions and toolbox talks, promoting a strong safety culture among workers.
- Investigate accidents and incidents, identifying root causes and recommending preventive measures.
- Maintain up-to-date knowledge of safety regulations and industry best practices.
- Coordinate emergency response plans and drills to ensure readiness in case of incidents.
- Manage 300 logs for each company.
- Manage OSIP and CSIP programs.
- Manage safety incentive programs.
- Maintain and update corporate safety manuals annually.
- Develop site-specific safety plans for each project.
- Developed new safety orientation video and digital employee sign-off sheets.
- Created a new onboarding process for all new employees.
- Manage all aspects of MUST program and drug testing.
- Developed and maintain an annual company-wide safety training calendar and tracker which aided in training over 900 employees in 2023.
- Oversee all low frequency high risk work activities.
- Lead all accident and near miss investigations and complete root cause analysis.
- Lead contact for all MIOSHA/OSHA interactions.
- Maintain a strong relationship with MIOSHA CET Division.
- Manage each company's EMR, annual reporting and review loss runs with insurance carrier.
- Create and distribute weekly toolbox talks company-wide.
- Member of Ford Motor Company safety committee, Construction Association of Michigan, and Associated General Contractors.

Corrigan Construction – Brighton, MI

Manager of Safety & Field Operations – September 2020 – May 2021

- Develop plans for sequence of work. Plan and organize project work to assure all work is in place in accordance with contract documents.
- Create and maintain project schedules. Plan monitor and review critical path dates and milestone schedules.
- Control field costs for subcontract work. Supervise field work force to assure all work is put in place in most cost-efficient manner.
- Implement company safety program.
- Conduct regular safety inspections to assure all working conditions and work habits are in compliance with company, contract and government standards.
- Conduct weekly safety meetings.

Marsh Construction – Bloomfield Hills, MI

Director of Safety & Field Operations – June 2007 – September 2020

- Lead all safety training for Marsh office and field employees.
- Review and comment on initial schedule generated by Project Manager; work with project team to maintain schedule, advise Project Manager if schedule is not being adhered to.
- Prepare 2-week look ahead schedules for review with subcontractors on site during weekly progress meetings.
- Coordinate with PM and PE to verify submittals are being received and approved in a timely manner to ensure material deliveries will arrive as needed to maintain the schedule.
- Keep track of on-site changes providing written confirmation to the Project Manager.
- Conduct pre-construction meetings prior to each trade beginning their work to review logistics and scheduling.
- Conduct safety orientation training and maintain required attendance logs.
- Continually review contract documents for coordination issues prior to delivery of every product to site for installation.
- Maintain and/or cause each subcontractor to maintain a set of as-built drawings on site.
- Identify items to be submitted as an RFI to PE for submittal to Architect/Engineer or Owner.
- Supervise, coordinate and sequence contractors or trades to monitor work performance and productivity; verify all subcontractors uphold safety requirements.
- Inspect the project daily for quality, production & safety.
- Adhere to and enforce compliance with all local, state, and OSHA regulations, including company safety policies and procedures.
- Promote the growth and development of client, subcontractor and vendor relationships.
- Manage and supervise Marsh field team members.
- Conduct weekly subcontractor coordination meetings.
- In-depth review of construction documents to become familiar with all aspects of the project details, constructability and site logistics.

DeMaria Building Company – Novi, MI

Site Safety Coordinator – April 1999 – June 2007

- Started as a laborer out of Laborer's Local 499 then moved into a safety coordinator position.
- Responsible for overall safety administration & guidelines for assigned projects.
- Ensured compliance by all contractors to MIOSHA & DeMaria safety requirements.
- Conducted site & general safety orientation for new employees on a project.
- Complete jobsite safety audits and any near miss documentation.
- Responsible for all testing and documentation for the MUST Program.

QUALIFICATIONS/CERTIFICATIONS

- OSHA 500 & 502 certified
- Authorized Outreach trainer for 10 & 30-Hour Construction
- ICRA Certified
- Microsoft Word, Excel
- Procore
- Copilot/Chat GPT
- Bamboo HR
- Sharepoint/One Drive
- Plan Grid
- Bluebeam
- Sage 300
- Attended Eastern Michigan University OTI
- Hilti HAFSC licensed
- ENMET Corp. Gas & Vapor Detection trained
- Fall Protection/ Competent Person certified
- Lead & Asbestos trained
- First Aid & CPR, AED certified instructor-American Red Cross
- ASE Supervisor's Role in Safety & Health certified
- MIOSHA Training Institute – Macomb College – Certified in Asbestos & Lead Awareness, Electricity, The Invisible Killer and Record Keeping & Cost of Injuries.
- AGC of Michigan – Masonry Wall Bracing trained



City of Romulus

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

Council Meeting Held: **March 10, 2025**

Item No. B.

General Description: Study Session Request for Monday, March 24, 2025, at 6:45 p.m. - Quarterly Investment Report

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Seconded by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

<i>Ayes:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Nays:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Abstain:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

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

Tina Talley, Councilwoman

William Wadsworth, Councilman

Celeste Roscoe, Councilwoman

Kathleen Abdo, Councilwoman

Harry Crout, Councilman

David Jones, Councilman

City of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com



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

--

OFFICE USE ONLY

Approved for Council Agenda: ☐

AGENDA ITEM # .

INTEROFFICE MEMORANDUM

TO: ELLEN CRAIG-BRAGG, CITY CLERK
FROM: STACY PAIGE, CITY TREASURER
SUBJECT: REQUEST FOR STUDY SESSION
DATE: MARCH 6, 2025

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

I will need 30 minutes and I have confirmed availability on Monday, March 24, 2025 from 6:45 pm to 7:15 p.m.

Thank you for your consideration.



City of Romulus

Treasurer's Report

Council Meeting Held:

March 10, 2025

Item No. 7.

General Description: _____

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Seconded by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

<i>Ayes:</i>	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Nays:</i>	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Abstain:</i>	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Public Comment

Council Meeting Held:

March 10, 2025

Item No. 8.

General Description: _____

Resolution No. _____

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Unfinished Business

Council Meeting Held:

March 10, 2025

Item No. 9.

General Description: _____

Resolution No. _____

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

New Business

Council Meeting Held:
Item No. 10.

March 10, 2025

General Description: _____

Resolution No. _____

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Warrant

Council Meeting Held: **March 10, 2025**

Item No. A.

General Description: Approval of Warrant #: 25-05 for checks presented in the amount of \$1,652,649.88.

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Seconded by:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

<i>Ayes:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Nays:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
<i>Abstain:</i>	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

CITY OF ROMULUS WARRANT REGISTER SUMMARY

Council Meeting Date: March 10, 2025
Warrant Number: 25-05

TOTAL WARRANT REGISTER

1,652,649.88

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

3/5/2025

CHECK DISBURSEMENT REPORT FOR CITY OF ROMULUS
CHECK DATE FROM 02/19/25 - 03/05/25

Fund		Amount
Total for fund 101	General Fund	53,676.74
Total for fund 202	Major Street Fund	54,652.09
Total for fund 203	Local Street Fund	5,050.34
Total for fund 205	Public Safety Fund	55,836.23
Total for fund 211	Cable TV	7,427.57
Total for fund 226	Garbage & Rubbish Collection Fund	103,325.65
Total for fund 247	Tax Increment Finance Authority	80,666.51
Total for fund 248	Downtown Development Authority	1,222.03
Total for fund 261	911 Service Fund	717.08
Total for fund 265	Drug Law Enforcement Fund	433.32
Total for fund 271	Library Fund	6,917.50
Total for fund 592	Water & Sewer Fund	721,766.05
Total for fund 661	Motor Vehicle	45,291.34
Total for fund 664	Technology Services	9,288.81
Total for fund 676	Retiree's Ins. Benefits	136,178.10
Total for fund 701	Revolving Fund	15,250.00
Total for fund 703	Current Tax	22,336.19
Total for fund 704	Imprest Payroll Fund	332,614.33
TOTAL - ALL FUNDS		1,652,649.88

03/05/2025

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 02/19/2025 - 03/05/2025

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank POOL POOLED CASH						
02/19/2025	POOL	86374	4315	BUBBIE'S PIZZA & CATERING	MOTHER AND SON NIGHT OUT 2025 - FOOD	270.00
02/28/2025	POOL	86375	4315	BUBBIE'S PIZZA & CATERING	CATERED LUNCH FOR CLERKS TRAINING	170.00 V
02/28/2025	POOL	86376	3386	CONSTELLATION NEWENERGY	CITY GAS BILLS 2/18/25	20,554.60 V
02/28/2025	POOL	86377	0670	VERIZON WIRELESS	342127256-00001 JAN 25 - FEB 25 ALL DEPA	3,790.53 V
02/28/2025	POOL	86378	4315	BUBBIE'S PIZZA & CATERING	CATERED LUNCH FOR CLERKS TRAINING	170.00 V
02/28/2025	POOL	86379	3386	CONSTELLATION NEWENERGY	CITY GAS BILLS 2/18/25	20,554.60 V
02/28/2025	POOL	86380	0670	VERIZON WIRELESS	342127256-00001 JAN 25 - FEB 25 ALL DEPA	3,790.53 V
02/28/2025	POOL	86381	4315	BUBBIE'S PIZZA & CATERING	CATERED LUNCH FOR CLERKS TRAINING	170.00 V
02/28/2025	POOL	86382	3386	CONSTELLATION NEWENERGY	CITY GAS BILLS 2/18/25	20,554.60 V
02/28/2025	POOL	86383	0670	VERIZON WIRELESS	342127256-00001 JAN 25 - FEB 25 ALL DEPA	3,790.53 V
02/28/2025	POOL	86384	4315	BUBBIE'S PIZZA & CATERING	CATERED LUNCH FOR CLERKS TRAINING	170.00
02/28/2025	POOL	86385	3386	CONSTELLATION NEWENERGY	CITY GAS BILLS 2/18/25	20,554.60
02/28/2025	POOL	86386	0670	VERIZON WIRELESS	342127256-00001 JAN 25 - FEB 25 ALL DEPA	3,790.53
03/05/2025	POOL	1988(E)	0017	BLUE CARE NETWORK	MARCH 2025 HEALTH INSURANCE	32,811.53
03/05/2025	POOL	1989(E)	0016	BLUE CROSS/BLUE SHIELD OF MICH	MARCH 2025 HEALTH INSURANCE	434,464.00
03/05/2025	POOL	1990(E)	2965	CLEAR RATE COMMUNICATIONS, INC.	ACCOUNT # 4876633 2/21/25-3/20/25	6,987.17
03/05/2025	POOL	1991(E)	0581	COMERICA COMM. CARD SERV.	PATTY BRADEN COMERICA CARD PURCHASES FOR	44.49
					GARY HARRIS COMERICA CARD PURCHASES FOR	1,754.20
					GARY HARRIS COMERICA CARD PURCHASES FOR	2,209.99
					JEFF KEMP COMERICA CARD PURCHASES FOR FE	598.19
					CHRISTINA PARKER COMERICA CARD PURCHASES	1,233.95
						5,840.82
03/05/2025	POOL	1992(E)	0012	DTE ENERGY	7690 WAYNE WATER PUMP, 1/15/25-2/13/25	83.13
					7930 AMBER PUMP STATION - 1/16/25-2/14/	16.21
					PUMP STATION - 16326 HARRISON - 1/16/25-	109.64
					MARY ANN BANKS (RESTROOM) - 37350 GODDAR	19.14
					37200 GODDARD-MARY ANN BANKS PARK - 1/17	131.30
					PAVILION DOWNTOWN DDA - 36095 GODDARD 1/	24.60
						384.02
03/05/2025	POOL	1993(E)	0891	HOME DEPOT	24/25 BLANKET PO FOR HOME DEPOT - MISC.	171.67
03/05/2025	POOL	1994(E)	4326	TELNET WORLDWIDE, INC	DIGITAL E-FAX BUNDLE MARCH 2025	73.78
03/05/2025	POOL	1995(E)	1014	THE HARTFORD-PRIORITY ACCOUNTS	FEBRUARY 2025 VOLUNTARY LIFE BENEFIT	947.57
03/05/2025	POOL	88401	4335	A DESIGN LINE	PURCHASE OF APPAREL FOR COMMUNITY EVENT	654.80 V
03/05/2025	POOL	88402	2942	AIRGAS, INC.	24/25 BLANKET PO FOR AIRGAS INC - FOR OX	38.59 V
					24/25 BLANKET PO FOR AIRGAS INC - FOR OX	80.74 V
						119.33
03/05/2025	POOL	88403	3336	ALLIE BROTHERS, INC	UNIFORM ITEMS	406.15 V
					UNIFORM ITEMS	185.78 V
					UNIFORM ITEMS	71.01 V
					UNIFORM ITEMS	185.78 V
					UNIFORM ITEMS	166.76 V
					UNIFORM ITEMS	276.94 V
					UNIFORM ITEMS	248.26 V
						1,540.68
03/05/2025	POOL	88404	2804	AMAZON CAPITAL SERVICES	FREEDOM FLYERS	18.31 V
					CAT TOYS, DETROIT AN AMERICAN AUTOPSY	26.21 V
					SOARING GLORY	15.56 V
					PHOTOLINK TOUCH SCANNER	109.00 V
					YOUTH ORDER	302.44 V
					TRAMA SURVIVAL, MYSTERY	179.26 V
					DVD DEXTER, DVD ELSEBETH, DVD WALKER	91.25 V
					MIRM ADULT 25	90.93 V
					HP PRINTER CABLE	5.99 V
					REMAINING PAYMENT	54.73 V
					FRIENDS PURCHASE	253.00 V
					8.5X11 PAPER	15.99 V
						1,162.67
03/05/2025	POOL	88405	4027	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	309.55 V
					MISC SUPPLIES: DISPATCH, COMMAND, CHIEF	194.59 V
					LIGHTS FOR VAC #220 AND NEW FUEL CANS FO	69.99 V
					COMMUNITY DEVELOPMENT OFFICE SUPPLIES	67.72 V
					MEDICINE FOR ANIMALS	59.71 V
					OFFICE SUPPLES/VINYL	33.07 V

03/05/2025

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 02/19/2025 - 03/05/2025

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank POOL POOLED CASH						
					BLDG DEPT OPERATING SUPPLIES	22.99 V
					WIRELESS HDMI EXTENDER	168.21 V
					MICRO SD MEMORY CARDS	46.26 V
					CAMERA FLASH AND WIRELESS TRANSMITTER	743.90 V
					MEDICINE FOR ANIMALS	45.82 V
						<u>1,761.81</u>
						1,761.81
03/05/2025	POOL	88406	4078	ANCONA CONTROLS, INC.	ITB 21/22-07 MAINTANCE REPAIRS NEEDED ON	651.00
					ITB 21/22-07 MAINTANCE REPAIRS NEEDED ON	961.00
					ITB 21/22-07 MAINTANCE REPAIRS NEEDED ON	<u>651.00</u>
						2,263.00
03/05/2025	POOL	88407	MISC	ANN SZLINIS	ANN SZLINIS - MARCH 2025 RETIREE HEALTHC	336.41
03/05/2025	POOL	88408	3123	APPLIED CONCEPTS, INC	MI MIDEAL CONTRACT # 210000000351 TO PUR	5,398.00
03/05/2025	POOL	88409	0561	ASSOCIATED BAG COMPANY	PROPERTY & EVIDENCE BAGS	1,145.42
03/05/2025	POOL	88410	0554	AT&T	ACCT. 734 941-0666 375 3, FEB 22 - MAR 2	639.55
03/05/2025	POOL	88411	1081	ATCHINSON FORD SALES, INC.	24/25 BLANKET PO MISC VEHICLE REPAIRS -	99.94
03/05/2025	POOL	88412	3649	AUTO VALUE OF ROMULUS	24/25 BLANKET PO FOR MISC MECHANIC PURCH	48.59
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	306.96
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	78.68
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	60.58
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	83.60
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	36.99
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	38.50
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	27.18
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	<u>5.72</u>
						686.80
03/05/2025	POOL	88413	0770	AXON ENTERPRISE, INC.	SOLE SOURCE PURCHASE OF TASERS AND HARDW	28,925.00
03/05/2025	POOL	88414	1683	BAKER & TAYLOR	ACCOUNT # 251637 L154147 2 B00000	34.62
					ACCOUNT # 251637 L154147 2 B00000	83.18
					ACCOUNT # 251637 L154147 2 B00000	39.94
					ACCOUNT # 251637 L154147 2 B00000	193.18
					ACCOUNT # 251637 L154147 2 B00000	104.07
					ACCOUNT # 251637 L154147 2 B00000	30.43
					ACCOUNT # 251637 L154147 2 B00000	383.59
					ACCOUNT # 251637 L154147 2 B00000	103.00
					ACCOUNT # 251637 L154147 2 B00000	91.00
					ACCOUNT # 251637 L154147 2 B00000	<u>238.79</u>
						1,301.80
03/05/2025	POOL	88415	4325	BAKER AND ASSOCIATES	MICHAEL BAKER ECORSE ROAD CORRIDOR VIISI	6,541.00
					MICHAEL BAKER ECORSE ROAD CORRIDOR VIISI	<u>4,094.00</u>
						10,635.00
03/05/2025	POOL	88416	0885	BENETEAU KRISTINA	2024 Win Tax Refund 80 070 99 0002 716	52.18
03/05/2025	POOL	88417	0885	BIRMINGHAM TITLE AGENCY	2024 Sum Tax Refund 80 999 00 2023 068	83.84
03/05/2025	POOL	88418	0885	BIRMINGHAM TITLE AGENCY	2024 Sum Tax Refund 80 097 01 0003 300	530.64
03/05/2025	POOL	88419	0885	BIRMINGHAM TITLE AGENCY	2024 Win Tax Refund 80 097 01 0003 300	134.81
03/05/2025	POOL	88420	0885	BIRMINGHAM TITLE AGENCY	2024 Sum Tax Refund 80 097 01 0005 300	460.19
03/05/2025	POOL	88421	0885	BIRMINGHAM TITLE AGENCY	2024 Win Tax Refund 80 097 01 0005 300	105.20
03/05/2025	POOL	88422	0885	BIRMINGHAM TITLE AGENCY	2024 Win Tax Refund 80 999 00 2023 068	20.56
03/05/2025	POOL	88423	0064	BOUND TREE MEDICAL LLC	24/25 BLANKET PO - MEDICAL SUPPLIES AND	308.08
					24/25 BLANKET PO - MEDICAL SUPPLIES AND	163.39
					24/25 BLANKET PO - MEDICAL SUPPLIES AND	147.36
					24/25 BLANKET PO - MEDICAL SUPPLIES AND	308.08
					24/25 BLANKET PO - MEDICAL SUPPLIES AND	<u>2.30</u>
						929.21
03/05/2025	POOL	88424	2956	BSB COMMUNICATIONS, INC.	24/25 BLANKET PO FOR TECH SERVICES BSB E	485.00
03/05/2025	POOL	88425	0848	BURTON'S PLUMBING & HEATING CO.	REPAIR AND RETEST ON 5 FAILED NON-COMPLI	496.00
					REPAIR AND RETEST ON 5 FAILED NON-COMPLI	<u>2,155.00</u>
						2,651.00
03/05/2025	POOL	88426	4327	CARAHSOFT TECHNOLOGY CORP	ECIVIS YEAR 2, GRANTS NETWORK RENEWAL 1	21,000.00
03/05/2025	POOL	88427	3092	CENTER POINT LARGE PRINT	CHRISTIAN SERIES LEVEL I	47.94

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Bank POOL POOLED CASH						
03/05/2025	POOL	88428	0943	CHAPP & BUSHEY OIL CO., INC	NEEDED BULK FLUIDS FOR VEHICLES	315.00
					NEEDED BULK FLUIDS FOR VEHICLES	1,054.00
						1,369.00
03/05/2025	POOL	88429	0086	CINTAS FAS	24/25 BLANKET PO FOR PRISONER MEDICINE C	93.58
03/05/2025	POOL	88430	3709	CIVICPLUS, INC.	CIVICPLUS CIVICREC SOFTWARE ANNUAL FEE	6,838.00
03/05/2025	POOL	88431	0267	CONCENTRA MEDICAL CENTERS	POST ACCIDENT SCREENING 2/6/25	137.00
03/05/2025	POOL	88432	0572	CONTRACTORS CONNECTION	WATER TAP CREW BOOTS	115.00
					EQUIPMENT FOR WATER MAIN BREAKS TAP CREW	564.45
						679.45
03/05/2025	POOL	88433	0885	CORELOGIC	2024 Sum Tax Refund 80 141 05 0115 000	1,132.22
03/05/2025	POOL	88434	MISC	CRYSTAL WITT	ANIMAL BOND SPAY / NEUTER REFUND 6/14/25	50.00
03/05/2025	POOL	88435	0584	DEMCO	VISTAFOIL LAMINATE, INSERT	51.52
					VISTAFOIL LAMINATE	424.06
						475.58
03/05/2025	POOL	88436	4044	DETROIT METRO AIRPORT CENTER LLC	12 MOS RECORDS STORAGE LEASE - 7/1/24 TO	1,236.98
03/05/2025	POOL	88437	2594	DOWNRIVER UTILITY WASTEWATER AUTHOR	FEB 2025 EXCESS FLOW	210,401.40
03/05/2025	POOL	88438	2594	DOWNRIVER UTILITY WASTEWATER AUTHOR	WASTEWATER DISPOSAL CHARGES DEC 2024	94,505.74
03/05/2025	POOL	88439	4166	ED DRESLINSKI CONSULTING, INC.	LEADERSHIP SKILLS COURSE FOR KRISTOPHER	445.00
03/05/2025	POOL	88440	4463	ELDEN CYLINDER TESTING, INC.	BOTTLE/CYLINDER HYDROSTATIC TESTING (12	360.00
03/05/2025	POOL	88441	3475	FERGUSON WATERWORKS #3386	INVENTORY ORDER-CLAMPS	5,438.42
					INVENTORY ORDER REPAIR CLAMPS	1,068.00
					INVENTORY ORDER-WATER CORPORATION CLAMPS	2,202.00
						8,708.42
03/05/2025	POOL	88442	0885	FIRST AMERICAN TITLE INSURANCE	2024 Win Tax Refund 80 042 99 0038 001	12.21
03/05/2025	POOL	88443	0885	FIRST AMERICAN TITLE INSURANCE	2024 Win Tax Refund 80 042 99 0038 002	1.75
03/05/2025	POOL	88444	0885	FIRST AMERICAN TITLE INSURANCE	2024 Win Tax Refund 80 042 99 0041 000	8.55
03/05/2025	POOL	88445	0885	FIRST AMERICAN TITLE INSURANCE	2024 Win Tax Refund 80 042 99 0044 000	8.12
03/05/2025	POOL	88446	0885	FIRST AMERICAN TITLE INSURANCE	2024 Win Tax Refund 80 042 99 0045 000	2.85
03/05/2025	POOL	88447	0885	FIRST AMERICAN TITLE INSURANCE	2024 Win Tax Refund 80 042 99 0055 000	28.61
03/05/2025	POOL	88448	0885	FIRST AMERICAN TITLE INSURANCE	2024 Win Tax Refund 80 042 99 0056 000	17.63
03/05/2025	POOL	88449	3829	FOSTER BLUE WATER OIL, LLC	24/25 INVERTED PO - ITB 19/20-21 2 YEA	2,142.57
03/05/2025	POOL	88450	MISC	GAGE EVES	ADOPTION / RETURNED 2/14/25	65.00
03/05/2025	POOL	88451	2703	GALE/CENGAGE LEARNING	NOVEMBER WESTERN 2 PLAN	49.48
03/05/2025	POOL	88452	4273	GEM, INC.	OLD COURT - 11131 WAYNE - REPLACED GAS V	824.23
					POLICE DEPARTMENT: NO HEAT SOUTH END ORD	812.50
						1,636.73
03/05/2025	POOL	88453	0875	GENERAL FUND	AFLAC FEB 2025 3% ADMIN FEE	227.00
					COLONIAL LIFE FEB 2025 2% ADMIN FEE	5.92
						232.92
03/05/2025	POOL	88454	0128	GIARMARCO, MULLINS, & HORTON, PC	70085-056B SAVOY ENERGY DEC 24	345.00
					70085-056B SAVOY ENERGY JAN 25	210.00
					70085-013B ECONOMIC DEVELOPMENT DEC 24	450.00
					70085-046B TIFA JAN 25	225.00
						1,230.00
03/05/2025	POOL	88455	0128	GIARMARCO, MULLINS, & HORTON, PC	70085-010B BUILDING JAN 25	330.00
03/05/2025	POOL	88456	0128	GIARMARCO, MULLINS, & HORTON, PC	70085-015B PLANNING JAN 25	90.00
03/05/2025	POOL	88457	0338	GRAINGER INC.	24/25 BLANKET PO - FOR MISCELLANEOUS PUR	76.16
					24/25 BLANKET PO - FOR MISCELLANEOUS PUR	36.30
					INDUCER FOR ANIMAL SHELTER	373.85
					24/25 BLANKET PO - FOR MISCELLANEOUS PUR	275.81
						762.12
03/05/2025	POOL	88458	3264	GREAT LAKES WATER AUTHORITY	ACCT # 100-2451-W WATER USAGE/FIXED CHAR	345,338.01
03/05/2025	POOL	88459	3264	GREAT LAKES WATER AUTHORITY	300-2451-S INDUSTRIAL WASTE CONTROL FOR	818.40
03/05/2025	POOL	88460	2995	HALLAHAN & ASSOCIATES, P.C.	PROFESSIONAL SERVICES RENDERED THROUGH F	636.48
03/05/2025	POOL	88461	3435	HENNESSEY ENGINEERS, INC	ENGINEERING DESIGN PHASE COSTS FOR ALLEY	4,974.50

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03/05/2025	POOL	88462	1420	HYDROCORP, INC.	24/25 INVERTED PO - ITB 17/18-25 COMMER	6,805.00
03/05/2025	POOL	88463	0232	INDUSTRIAL CHEM LABS & SVS INC	FOR CLEANING SEWERS FOR SEWER CLEANING	1,312.50 1,576.75
						2,889.25
03/05/2025	POOL	88464	3209	INFINITY - PRESERVES OF ROMULUS LLC	BD PAYMENT REFUND 7209 GAINSBORO	1,000.00
03/05/2025	POOL	88465	4457	INTECH SOFTWARE SOLUTIONS, INC.	MODUS ELECTIONS SOFTWARE SUBSCRIPTION	5,522.00
03/05/2025	POOL	88466	0075	J & M TOWING	24/25 BLANKET PO TOWING FOR DISABLED CIT	195.00
03/05/2025	POOL	88467	0137	JACK DEMMER FORD	CHIEF 1 - ACCIDENT (10.29.24) REPAIR	3,816.01
03/05/2025	POOL	88468	0141	JACK DOHENY COMPANIES INC	GREASE BLOCKS FOR SEWERS	1,600.00
03/05/2025	POOL	88469	1896	JAM BEST ONE FLEET SERVICE	ITB 21/22-13 ROADS SWEEPER #125 ITB 21/22-13 AMBULANCE & POLICE TIRES	1,221.84 2,884.56
						4,106.40
03/05/2025	POOL	88470	0460	JASPER ENGINES & TRANSMISSIONS	NEW ENGINE FOR TRUCK #221	4,866.00
03/05/2025	POOL	88471	MISC	JEFFERY OZMENT	ANIMAL BOND SPAY / NEUTER REFUND 12/31/2	50.00
03/05/2025	POOL	88472	4131	JENNIFER KRAFT	POP A CARD- 2025 EASTER EGG HUNT	85.00
03/05/2025	POOL	88473	4429	JOHNS TRAILER SALES LLC	REPLACE COURT WORKER TRAILER - DEEMED UN	2,730.00
03/05/2025	POOL	88474	4261	KANOPY INC	107 TICKETS - 1 CREDIT	95.20
03/05/2025	POOL	88475	MISC	KYLE VARNER	CDL LICENSE RENEWAL REIMBURSEMENT	18.00
03/05/2025	POOL	88476	0885	LERETA LLC	2024 Sum Tax Refund 80 137 02 0577 000	736.50
03/05/2025	POOL	88477	0212	LOWER HURON CHEM & SUPPLY CO., INC.	24/25 BLANKET PO FOR MISC CLEANING SUPP.	17.02
03/05/2025	POOL	88478	3209	MARCIA CRUTCHFIELD	BD BOND REFUND 39129 WYOMING	15,000.00
03/05/2025	POOL	88479	2666	MAURER'S TEXTILE RENTAL SERVICES	24/25 INVERTED PO FOR EMPLOYEE UNIFORM E 24/25 INVERTED PO FOR EMPLOYEE UNIFORM E 24/25 INVERTED PO FOR EMPLOYEE UNIFORM E 24/25 INVERTED PO FOR EMPLOYEE UNIFORM E 24/25 INVERTED PO FOR EMPLOYEE UNIFORM E 24/25 INVERTED PO FOR EMPLOYEE UNIFORM E 24/25 INVERTED PO FOR EMPLOYEE UNIFORM E 24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	141.22 30.91 28.06 1.57 1.57 141.22 30.91 28.66
						404.12
03/05/2025	POOL	88480	0088	MESSENGER PRINTING SERVICE INC.	BUSINESS CARDS BUSINESS CARDS	69.50 37.50
						107.00
03/05/2025	POOL	88481	3988	METRO ALARM SYSTEMS LLC	MONTHLY MONITORING	32.99
03/05/2025	POOL	88482	0048	MICHIGAN CAT	24/25 BLANKET PO FOR MISC EQUIPMENT PURC 24/25 BLANKET PO FOR MISC EQUIPMENT PURC	44.72 134.16
						178.88
03/05/2025	POOL	88483	3670	MIDWEST COLLAB. FOR LIBRARY SERVICE	MOTIVATING EMPLOYEES TO BE THEIR BEST	80.00
03/05/2025	POOL	88484	0427	MIDWEST TAPE	CUSTOMER # 2000005771 BOOKS CUSTOMER # 2000005771 BOOKS CUSTOMER # 2000005771 BOOKS CUSTOMER # 2000005771 BOOKS	22.49 11.24 37.48 1,142.02
						1,213.23
03/05/2025	POOL	88485	2897	MITCHELL1	SOLE SOURCE PURCHASE-UPGRADES & ACCESS-S	4,932.77
03/05/2025	POOL	88486	3530	MUNETRIX, LLC	RFQ16/17-09 CAPITAL IMPROVEMENT PLANNING	5,825.40
03/05/2025	POOL	88487	0856	NFPA	MARCH 2025 - FEB 2026 - ONLINE CODE SUBS	1,552.50
03/05/2025	POOL	88488	0442	NORTHSIDE TRUE VALUE HARDWARE	24/25 BLANKET PO FOR MISC BUILDING MAINT 24/25 BLANKET PO FOR MISC BUILDING MAINT	22.91 (10.34)
						12.57
03/05/2025	POOL	88489	3041	NORTHSTAR MAT SERVICE	ACCOUNT # 1862-11121	68.15
03/05/2025	POOL	88490	3917	NYE UNIFORM CO	ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR	89.00 30.50 109.98
						229.48
03/05/2025	POOL	88491	4462	OAKLAND COUNTY TACTICAL CONSORTIUM	COUNTER NARCOTICS & TERRORISM OPERATIONA	1,250.00

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03/05/2025	POOL	88492	4316	OCCMED CONNECT	REQUIRED EMPLOYEE VACCINATION	110.00
					NEW HIRE DRUG SCREEN AND PHYSICAL	112.00
					NEW HIRE DRUG SCREENS AND PHYSICALS	336.00
						558.00
03/05/2025	POOL	88493	0736	ORCHARD, HILTZ & MCCLIMENT	EPA STAG GRANT	3,427.50
					FY 24/25 GENERAL SERVICES	1,871.75
						5,299.25
03/05/2025	POOL	88494	1131	OUTDOOR EXPERTS, INC	24/25 BLANKET PO FOR PARTS TO REPAIR SNO	265.11
03/05/2025	POOL	88495	2139	PAMAR ENTERPRISES INC	ITB 23/24-16 SMITH ROAD WATER MAIN REPLA	27,516.72
03/05/2025	POOL	88496	0984	PARKWAY SERVICES, INC.	MARY ANN BANKS PORTAJOHN (2/25/25-3/24/2	120.00
03/05/2025	POOL	88497	MISC	PAUL BANKS	CDL LICENSE RENEWAL REIMBURSEMENT	23.00
03/05/2025	POOL	88498	0885	PERSON CHARLENE	2024 Sum Tax Refund 80 012 02 0110 000	2,260.97
03/05/2025	POOL	88499	4242	PPM TREE SERVICE & ARBOR CARE LLC	ITB 22/23-18 TREE AND STUMP REMOVAL @ 38	4,600.00
					ITB 22/23-18 TREE AND STUMP REMOVAL @ 12	4,700.00
						9,300.00
03/05/2025	POOL	88500	3959	PRETTY FACE CLEANING SERVICES	GROWTH WORKS 34TH DISTRICT COURT	100.00
					GROWTH WORKS 34TH DISTRICT COURT	200.00
						300.00
03/05/2025	POOL	88501	0234	PRIORITY ONE EMERGENCY	REMOVAL OF RADIO SYSTEM FROM OLD RESCUE	555.97
03/05/2025	POOL	88502	3117	QUADIENT LEASING USA INC	PIGGYBACK MIDEAL #171180000000009 IX-7 S	1,107.54
03/05/2025	POOL	88503	0172	R&R FIRE TRUCK REPAIR	REPLACE BAD FOAM MOTOR, AUTO EJECT & REA	4,784.63
03/05/2025	POOL	88504	MISC	REBECCA WATERMAN	ANIMAL BOND SPAY / NEUTER REFUND 1/23/25	50.00
03/05/2025	POOL	88505	1952	RITTER GIS, INC.	24/25 GIS SUPPORT SERVICES FOR FD OPS -	1,721.25
					24/25 INVERTED- GIS SUPPORT SERVICES 7/0	3,421.25
						5,142.50
03/05/2025	POOL	88506	0681	ROMULUS COMMUNITY SCHOOLS	ROMULUS COMMUNITY SCHOOLS FACILITY RENTA	480.00
03/05/2025	POOL	88507	3984	ROMULUS FLOWERS AND GIFTS	MOTHER AND SON NIGHT OUT 2025	110.00
03/05/2025	POOL	88508	2941	ROWE PROFESSIONAL SERVICES COMPANY	OZGA ROAD DESIGN	47,630.00
03/05/2025	POOL	88509	MISC	SHANNON TOMAS	ANIMAL BOND SPAY / NEUTER REFUND 12/13/2	50.00
03/05/2025	POOL	88510	3209	SMOLYANOV HOME IMPROVEMENT	BD PAYMENT REFUND 28531 NORTHLINE	420.00
03/05/2025	POOL	88511	0885	SOLE DEVELOPMENT, INC	2024 Win Tax Refund 80 041 99 0002 002	3,317.87
03/05/2025	POOL	88512	4381	SOLE' BUILDING COMPANY	ITB 23/24-11 POLE BARN CONSTRUCTION AT D	20,207.00
03/05/2025	POOL	88513	1127	STATE OF MICHIGAN	DUSBURSE 2024 C.T FOR FEB 1-15, 2025	13,060.99
03/05/2025	POOL	88514	0503	STERICYCLE, INC.	24/25 BLANKET PO FOR REMOVAL OF MEDICAL	24.46
03/05/2025	POOL	88515	4034	SUPERIOR MEDICAL WASTE DISPOSAL	MEDICAL WASTE DISPOSAL CONTRACT FY 24/25	180.00
03/05/2025	POOL	88516	0690	TEL SYSTEMS	ANNUAL SUPPORT SUBSCRIPTION & ANNUAL CLO	5,500.00
03/05/2025	POOL	88517	3645	TELEFLEX LLC	SOLE SOURCE EZ-IO NEEDLE DRIVERS	450.00
03/05/2025	POOL	88518	3593	TOSHIBA BUSINESS SOLUTIONS	MONTHLY COPY CHARGES FY 24/25	142.41
					MONTHLY COPY CHARGES FY 24/25	1,389.99
						1,532.40
03/05/2025	POOL	88519	4042	TRUSTED JOURNEY	24/25 BLANKET PO FOR ANIMAL DISPOSAL	27.00
03/05/2025	POOL	88520	3446	ULINE, INC.	PLASTIC A-FRAME DELUZE SANDWICH BOARDS F	436.89
03/05/2025	POOL	88521	2951	UNIQUE MANAGEMENT SERVICES, INC.	JANUARY PLACEMENTS	46.60
03/05/2025	POOL	88522	4433	UNIVERSAL LAUNDRY MACHINERY	ANIMAL SHELTER WASHER CONECTION & LABOR-	650.00
03/05/2025	POOL	88523	2406	VANCE OUTDOORS, INC	PIGGYBACK MI STATE CONTRACT #071B6600126	762.00
03/05/2025	POOL	88524	3604	VELOCITYEHS, INC.	ITB 17/18-27 ONLINE HAZARDOUS COMM. SAF	4,093.95
03/05/2025	POOL	88525	0106	WAYNE COUNTY	500373, FEB 2025 FIXED SEWAGE ROUGE VALL	36,127.33
03/05/2025	POOL	88526	0885	WAYNE COUNTY LAND BANK	DISBURSE 2024 C.T. FOR FEB 1-15, 2025	360.50
03/05/2025	POOL	88527	1049	WEINGARTZ SUPPLY CO. , INC.	JOHN DEERE #455 REPLACE BAD TIRES AND RI	761.26
03/05/2025	POOL	88528	0233	WESTLAND LOCK & KEY, INC.	24/25 BLANKET PO FOR BUILDING MAINT - DP	36.00
03/05/2025	POOL	88529	0601	WEX BANK	INVERTED PO FY 24/25 ACCT 0462-00-398910	17,943.05
03/05/2025	POOL	88530	0651	WM CORPORATE SERVICES, INC	24/25 INVERTED PO FOR RESIDENT DUMP PASS	275.20
03/05/2025	POOL	88531	0659	WM CORPORATE SERVICES, INC	24/25 INVERTED PO-RESIDENTIAL TRASH PICK	99,127.65
03/05/2025	POOL	88532	0659	WM CORPORATE SERVICES, INC	24/25 INVERTED PO FOR DUMPSTER CHARGES	446.90
03/05/2025	POOL	88533	0659	WM CORPORATE SERVICES, INC	24/25 INVERTED PO FOR DUMPSTER CHARGES	745.90
03/05/2025	POOL	88534	2945	ZONES, LLC	ARCTERA SYSTEM RECOVERY AND BACKUP EXEC	690.00
03/05/2025	POOL	88535	4335	A DESIGN LINE	PURCHASE OF APPAREL FOR COMMUNITY EVENT	654.80
03/05/2025	POOL	88536	2942	AIRGAS, INC.	24/25 BLANKET PO FOR AIRGAS INC - FOR OX	38.59
					24/25 BLANKET PO FOR AIRGAS INC - FOR OX	80.74

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Bank POOL POOLED CASH						
						119.33
03/05/2025	POOL	88537	3336	ALLIE BROTHERS, INC	UNIFORM ITEMS	406.15
					UNIFORM ITEMS	185.78
					UNIFORM ITEMS	71.01
					UNIFORM ITEMS	185.78
					UNIFORM ITEMS	166.76
					UNIFORM ITEMS	276.94
					UNIFORM ITEMS	248.26
						1,540.68
03/05/2025	POOL	88538	2804	AMAZON CAPITAL SERVICES	FREEDOM FLYERS	18.31
					CAT TOYS, DETROIT AN AMERICAN AUTOPSY	26.21
					SOARING GLORY	15.56
					PHOTOLINK TOUCH SCANNER	109.00
					YOUTH ORDER	302.44
					TRAMA SURVIVAL, MYSTERY	179.26
					DVD DEXTER, DVD ELSBETH, DVD WALKER	91.25
					MIRM ADULT 25	90.93
					HP PRINTER CABLE	5.99
					REMAINING PAYMENT	54.73
					FRIENDS PURCHASE	253.00
					8.5X11 PAPER	15.99
						1,162.67
03/05/2025	POOL	88539	4027	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	309.55
					MISC SUPPLIES: DISPATCH, COMMAND, CHIEF	194.59
					LIGHTS FOR VAC #220 AND NEW FUEL CANS FO	69.99
					COMMUNITY DEVELOPMENT OFFICE SUPPLIES	67.72
					MEDICINE FOR ANIMALS	59.71
					OFFICE SUPPLIES/VINYL	33.07
					BLDG DEPT OPERATING SUPPLIES	22.99
					WIRELESS HDMI EXTENDER	168.21
					MICRO SD MEMORY CARDS	46.26
					CAMERA FLASH AND WIRELESS TRANSMITTER	743.90
					MEDICINE FOR ANIMALS	45.82
						1,761.81
POOL TOTALS:						
Total of 160 Checks:						1,731,434.56
Less 14 Void Checks:						
Total of 145 Disbursements:						(78,784.68)
						1,652,649.88

Constellation charges

		Amount due
34th District Court	11131 WAYNE ROAD	632.79
34th District Court	11131 WAYNE ROAD	37.37
Fire Sta#3	6900 WAYNE RD	237.43
Fire Sta#4	28777 EUREKA RD	870.06
Senior Ctr.	36525 BIBBINS ST	1,151.83
Police Dept.	11165 OLIVE ST	2,795.30
City Hall	11111 WAYNE RD	1,079.56
Fire Sta#2	7221 MIDDLEBELT RD	852.05
Library	11121 WAYNE RD	2,290.21
RAC	35765 NORTHLINE RD	11,509.47
D.P.W.	12600 WAYNE RD	4,702.53
Occupant-West Shore Fire	37230 NORTHLINE RD	404.37
Cemetery	10210 Shook Road	90.13
Occupant	35257 GODDARD RD	618.64
Animal Shelt.	12300 WAYNE RD	747.22
Hist. PK. School	11120 HUNT ST	174.32
Kingsley H.	11147 HUNT ST	320.46
DDA/Chamber	11189 SHOOK RD	475.13
New 34th District	11129 Wayne Road	3,075.20
		32,064.07
	Total minue RAC	<u>20,554.60</u>

Department	Transactions	Total Amount	Total Fuel Units	Rebate	Total Invoice
ANIMAL CONTRI	1	61.13	23.18		
Building Dept	15	430.39	172.75		
CITY HALL	6	241.17	94.6		
DPW	116	6066.35	2291.11		
FIRE	74	3732.5	1431.34		
Mayor's Office	1	40.05	15.37		
ORDINANCE	1	19.4	7.36		
POLICE	373	7434.44	2853.38		
SENIORS	6	315.7	127.78		
	593	\$18,341.13	7016.87	\$398.08	<u>\$17,943.05</u>

City Hall includes employees without a defined department.

4 transactions from Kevin Krause, 1 Katrina Basinger, and 1 Paul Banks



City of Romulus

Communication

Council Meeting Held:
Item No. 12

March 10, 2025

Councilperson Abdo: _____

Councilperson Barden: _____

Councilperson Crout: _____

Councilperson Jones: _____

Councilperson Roscoe: _____

Councilperson Talley: _____

Councilperson Wadsworth: _____



City of Romulus

Adjournment

Council Meeting Held:

March 10, 2025

Item No. 13

General Description: _____

Resolution No. _____

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED