CITY OF ROMULUS – CITY COUNCIL
REGULAR MEETING AGENDA
April 14, 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, March 24, 2025, at 7:30 p.m.
   - **B.** Approval of the Minutes from the Special Meeting - Study Sessioin held on Monday, March 24, 2025, at 6:45 p.m. to discuss the Quarterly Investment Report.
3. **Petitioner**
4. **Chairperson's Report, John Barden, Mayor Pro-Tem**
   - **A.** 2023/24 State of the Library Presentation
   - **B.** Approval of the Chairperson's Report
5. **Mayor's Report – Robert A. McCraight, Mayor**
   - **A.** Carbon Reduction Program - Streetlight Conversion Project
   - **B.** Municipal Library Board Reappointment
   - **C.** Reappointment to the Police, Fire & Safety Commission
   - **D.** Piggyback on Omnia Partners Contract for Playground Equipment and Installation for Mary Ann Banks Park
   - **E.** ITB 24/25-11 Camera Recording Package for Cable Studio
   - **F.** RFP 24/25-02 Goddard Park Plaza (Eagle Alley) Improvements Change Order #2
6. **Clerk's Report – Ellen L. Craig-Bragg, Clerk**
   - **A.** Second Reading and Final Adoption of Budget Amendment 24/25-15
   - **B.** City Acquisition of Parcels
   - **C.** Request to amend Resolution No. 25-089
   - **D.** Approval of Demolition List 24-01
   - **E.** **FOR YOUR INFORMATION:** 2024 Planning Commission Year End Report
   - **F.** **FOR YOUR INFORMATION:** Seventh Day Adventist Church Door-to-Door Advocacy
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 #: 25-07 for checks presented in the amount of $2,195,365.40.

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: **April 14, 2025**

Item No. A.
General Description: Approval of Agenda

Resolution No. _____

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

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

MOTION CARRIED UNANIMOUSLY | MOTION CARRIED | MOTION FAILED

City of Romulus

Minutes

Council Meeting Held: **April 14, 2025**

Item No. A.
General Description: Approval of Minutes from the Regular Meeting held on Monday, March 24, 2025, at 7:30 p.m.

Resolution No. _____

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

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

MOTION CARRIED UNANIMOUSLY | MOTION CARRIED | MOTION FAILED

MINUTES OF THE REGULAR ROMULUS CITY COUNCIL MEETING

March 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, Celeste Roscoe, Tina Talley
Absent / Excused: William Wadsworth

Administrative Officials in Attendance:
Robert McCraight, Mayor
Ellen L. Craig-Bragg, Clerk
Administrative Staff in Attendance:
D'Sjonaun Hockenhull - Deputy Clerk; Tracy Leininger - Deputy Treasurer; Julie Wojtylko - Chief of Staff; Stephen Hitchcock - Chief of Staff; Donald Straub - Asst. DPW Director; Jerome Frayer - DDA Director; Robert Pfannes - Chief of Police; Roger Salwa - Police Captain; Steve Dudek - Technology Services Director; Maria Lambert - Director of Resident Services; Michael Laskaska - Director of Communications & Community Service; Roger Kadau - Cable Director

1. Agenda

A. Moved by **Harry Crout**, seconded by **David Jones** to accept the Agenda as presented.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

2. Minutes

A. **Res. #25-069** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve the Minutes from the Regular Meeting held on Monday, March 10, 2025, at 7:30 p.m.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

B. **Res. #25-070** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve the Minutes from the Special Meeting - Public Hearing held on Monday, March 10, 2025, at 6:00 p.m. to discuss Demolition List 24-01; and, the Special Meeting - Executive Session held on Monday, March 10, 2025, at 6:45 p.m. to discuss an attorney opinion.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

3. Petitioner

A. Petitioner: Constance Cox Petition: Special Event & Road Closure Request

Res. #25-071 Moved by **Tina Talley**, seconded by **Celeste Roscoe** to approve the Special Event for Sunday, June 1, 2025, from 9:00 a.m. to 5:00 p.m. and the closure of Goddard Road from Sterling St. to Shook Rd. with a 12-foot lane clearance for emergency vehicles.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

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

Res. #25-072 Moved by **Tina Talley**, seconded by **Kathy Abdo** to adopt a resolution in recognition of 44 years of service to the Romulus Community School District to Gayle Milspaugh.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

Res. #25-073 Moved by **Tina Talley**, seconded by **Kathy Abdo** to adopt a resolution in recognition of the 98th church anniversary of the First Baptist Church.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

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

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

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

Res. #25-074 Moved by **Kathy Abdo**, seconded by **Harry Crout** to adopt a memorial resolution for the family of Philip Czernik.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

A. **Res. #25-075** Moved by **Celeste Roscoe**, seconded by **Harry Crout** to concur with the Administration and authorize a no-fee permit for the Summer Music programs and activities in R-District along with the closure of Hunt Street from Bibbins to the Post Office entrance from 6:00 pm to 10:00 pm, on Friday, June 13th, July 11th, and August 8th, 2025.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

Res. #25-076 Moved by **Celeste Roscoe**, seconded by **Tina Talley** to concur with the Administration and authorize the following road closures for the After Sounds in R-District events planned for Eagle Alley on Friday, June 13, 2025, Friday, July 11, 2025, and Friday, August 8, 2025, as follows: Goddard Road between Shook Road and Sterling Street beginning at 9:00 p.m. and ending at 12:00 a.m. (June 14th, July 12th, and August 9th) to ensure the safety of all participants.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

B. **Res. #25-077** Moved by **Celeste Roscoe**, seconded by **David Jones** to concur with the Administration and approve the amendment of Resolution 25-062 for the appointment of Issam Fakhoury to the TIFA Board with a term to expire on November 30, 2027.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

C. **Res. #25-078** Moved by **Tina Talley**, seconded by **Kathy Abdo** to concur with the Administration and approve the Sub-Recipient Community Block Grant agreement between the Charter County of Wayne and the City of Romulus for additional funds for the Brandt Road Project contingencies reimbursable to the City of Romulus in the amount of $17,453.00.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

D. **Res. #25-079** Moved by **Tina Talley**, seconded by **Kathy Abdo** to concur with the Administration and award RFP 24/25-07 for a two (2) year maintenance contract for landscaping & irrigation for the Merriman Road Special Assessment District (SAD) to the lowest most responsible bidder, CQC Landscaping for a total cost of $37,920.00.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

E. **Res. #25-080** Moved by **Kathy Abdo**, seconded by **Tina Talley** to concur with the Administration and consent to piggyback on the MiDeal Contract #190000001154 with Motorola Solutions for the purchase of one (1) Motorola/Avtec Dispatch Console in the total amount of $41,737.25.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

F. **Res. #25-081** Moved by **Celeste Roscoe**, seconded by **Harry Crout** to concur with the Administration and modify the awarded Bid ITB 23/24-15 to all three qualified bidding companies, Williams Emergency Vehicles & Equipment, Arrowhead Upfitters, and ABS Storage for the upfitting of new 2024/2025 police vehicles. Awarding to all three companies will not cause any increase in the funds budgeted for the upfitting of the new police vehicles.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

G. **Res. #25-082** Moved by **Kathy Abdo**, seconded by **Tina Talley** to concur with the Administration and consent to piggyback on the Omnia Partners Contract 01-152 for the purchase of fifty-three (53) Microsoft Office 2024 Licenses from Zones In. for emails, spreadsheets, documents, presentations, certain databases, and other applications, at a total cost of $27,624.95.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

Res. #25-083 Moved by **Kathy Abdo**, seconded by **Tina Talley** to concur with the Administration and consent to continue the annual purchase of licensing and maintenance for the life of the product or until it is no longer able to be budgeted for.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

H. **Res. #25-084** Moved by **Tina Talley**, seconded by **Celeste Roscoe** to concur with the Administration and authorize the Mayor and Clerk to enter into the four (4) year professional services agreement with Hennessey Engineers as an alternate engineering firm on various projects for the DPW throughout the year.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

I. **Res. #25-085** Moved by **Celeste Roscoe**, seconded by **Tina Talley** to concur with the Administration and consent to piggyback on MiDeal Contract #071B7700178 MiDeal Special #0073-4WDL with Todd Wenzel Chevrolet for the purchase of one (1) 2024 GMC Sierra 1500 Double Cab 4x4 Pickup Truck for a total cost of $43,990.00.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

J. **Res. #25-086** Moved by **Celeste Roscoe**, seconded by **Harry Crout** to concur with the Administration and award Bid ITB 24/25-09 to the lowest, most responsive and responsible bidder, Pamar Enterprises, Inc., for the Inkster and Ecorse Water Main Project, in the amount of $2,667,879.00 with a 10% contingency in the amount of $266,787.90 to cover any unforeseen issues that may arise in the field, bringing the total requested amount to $2,934,666.90.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

K. **Res. #25-087** Moved by **Tina Talley**, seconded by **David Jones** to concur with the Administration and consent to piggyback on the MiDeal Contract #071B77001117 with Dominion Voting Systems, Inc. for the purchase of three (3) ImageCast Precinct 2 Tabulators and Ballot Boxes in the amount of $16,779.00.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

L. **Res. #25-088** Moved by **Celeste Roscoe**, seconded by **Harry Crout** to concur with the Administration and introduce budget amendment 24/25-15 to use the fund balance and corresponding expenses in Capital Outlay 101-751-971.000 in the amount of $60,000.00 for the purchase of playground equipment at Mary Ann Banks Park.

FUND/DEPT. ACCOUNT NO.	ACCOUNT NAME	CURRENT BUDGET	AMENDMENT	AMENDED BUDGET
101-751 General Fund				
Fund Balance				
101-000-390.000	Fund Balance	$11,868,018.00	$60,000.00	$11,808,018.00
Expense				
101-751-971.000	Capital Outlay	$-	$60,000.00	$60,000.00

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

M. FYI - Wayne County Response Regarding Creekside Lane Taper Requirements on Pennsylvania

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

A. **Res. #25-089**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 $26,779.00 for the trade-in of three (3) ICP1 Tabulators for three (3) ICP2 Tabulator with a $3,000.00 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.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

B. **Res. #25-090** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve the Study Session Request for Monday, April 14, 2025, at 5:30 p.m. to discuss the Honorary Street Sign Dedication Policy.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

7. Treasurer's Report – Stacy Paige, Treasurer

8. Public Comment

Representatives from the Motown Sports Group addressed the City Council and thanked them for supporting their project.

9. Unfinished Business - None

10. New Business - None

11. Warrant

A. **Res. #25-091** Moved by **Kathy Abdo**, seconded by **Harry Crout** to approve Warrant #: 25-06 for checks presented in the amount of $1,271,143.94.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
Nays - None
Motion Carried Unanimously

12. Communication

Councilwoman Talley announced the grand opening service of Rise Church and upcoming events for April. She further acknowledged the advanced certification received by Deputy Clerk Hockenhull from the Michigan Association of Municipal Clerks.

13. Adjournment

Moved by **David Jones**, seconded by **Kathy Abdo** to adjourn the meeting at 9:03 p.m.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, 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 March 24, 2025.

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

City of Romulus

Minutes

Council Meeting Held: **April 14, 2025**

Item No. B.

General Description: Approval of the Minutes from the Special Meeting - Study Sessioin held on Monday, March 24, 2025, at 6:45 p.m. to discuss the Quarterly Investment Report.

Resolution No. _____

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

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

MOTION CARRIED UNANIMOUSLY | MOTION CARRIED | MOTION FAILED

MINUTES OF THE ROMULUS CITY COUNCIL SPECIAL MEETING – STUDY SESSION
March 24, 2025
Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174
Mayor Pro Tem John Barden called the meeting to order at 6:45 p.m.

1. **Roll Call**
   Present: Kathy Abdo, John Barden, Harry Crout, David Jones, Celeste Roscoe, Tina Talley
   Absent / Excused: William Wadsworth

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

2. Moved by **Tina Talley**, seconded by **Kathy Abdo** to accept Special Meeting - Study Session Agenda as presented.

   Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, Talley
   Nays - None
   Motion Carried Unanimously

3. **Discussion: Quarterly Investment Report**
   Gray Lepley, Senior Director for PFM Asset Management, led the discussion and presented a PowerPoint Presentation on the investment performance review for the quarter ending December 31, 2024. In the presentation, Ms. Lepley reviewed Market Updates including the Fed's dual mandate of controlling inflation and unemployment rates; the potential policy implications on The Fed regarding taxes, tariffs, immigration, and regulation; CPI inflation and U.S. GDP Forecast Annualized Rate; the Fed's Dot Plot; and the U.S. Treasury Yield Curve. She further reviewed the summary of accounts in clouded bank deposits, investment securities, and credit quality distribution. Ms. Lepley ended her presentation by reviewing the city's portfolio, including the duration distribution, sector allocation review, and accrual basis earnings.

4. **Public Comment** - None

5. Moved by **Celeste Roscoe**, seconded by **Kathy Abdo** to adjourn the Special Meeting at 7:16 p.m.

   Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Roscoe, 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 Special Meeting – Study Session of the Romulus City Council held on March 24, 2025.

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

City of Romulus

Petitioner

Council Meeting Held: **April 14, 2025**

Item No. 3

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

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

Council Meeting Held: **April 14, 2025**

Item No. A.
General Description: 2023/24 State of the Library Presentation

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Resolution No. _____

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

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

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

Romulus Public Library

Serving Romulus and Huron Township

STATE OF THE LIBRARY

JULY 1, 2023 – JUNE 30, 2024

Library Leadership

Councilwoman
Kathy Abdo
Vice President,
Romulus City Council
Liaison

Debra Hoffman
Treasurer

Jennifer Johnson
President,
Huron Twp
Representative

Candace Lewkowicz
Secretary

Emery Long
Trustee

Patty Braden
Director

Overview

- Library Usage
- Service to the Community
- Adult Area Renovation
- Partnership with Area Schools
- 2024-27 Strategic Plan

Library Usage -
How the community used their library in 2023-24

- 48,983 Visitors to the Library (up 25%)
- 4,523 Public Computer Uses (up 13%)
- 3,867 Wi-Fi Uses (up .7%)
- 59,272 Total Checkouts (up 3%)
- 19,547 Downloadable checkouts (up 27%)
- 604 Summer Reading registrations (up 31%)
- 704 Summer Reading Kickoff attendees (up 34%)
- 173 Programs held
- 2,125 Total program participants

Service to the Community

- Held record-breaking Summer Reading Program
- Expanded outreach to Huron Township attending Huron Applefest, Huron Rotary Picnic, and providing story time at local establishments
- Participated in 2nd annual City of Romulus Juneteenth celebration, Community Day at the Court, and many school events
- Distributed and compiled results of the Community Feedback Survey
- Launched 500 Books Before Middle School, 100 Classics Before Graduation, and Adult Classics Reading Challenge
- Created non-resident library cards
- Expanded library hours to open 9 a.m. Mon-Thurs.— open 60.5 hours/week, more than any time in library history
- Hosted Coffee Hours with state representatives Wegela, Miller, and Senator Camilleri
- Celebrated several staff who received their state library certification
- Reorganized non-fiction collections from Dewey to BISAC (arranged by Topic)
- Celebrated 100 Years of service to the community (1924-2024)

Adult Area Renovation

- Two 2-person Study Rooms for quiet study with charging stations and white boards
- Modern study tables and chairs with charging stations
- Lounge area with comfortable seating, charging stations, and a fireplace
- Updated, modern end panels on stacks that match the circulation desk
- New AV shelving
- Modern design collection signage and book display units
- Open ceiling concept
- Updated lighting and paint

Partnership in Support of Area Schools

- Partnered with Romulus High School for teen summer intern
- Participate in Romulus Schools Community Involvement Committee
- Contributed donation books to school classrooms
- Provided student library cards to record number of school students in Romulus and Huron Township
- Attended Kindergarten Week, Back-to-School Barbeque, and other school events
- Story Time at Legacy Learning Center in Romulus and YMCA KidZone at Doc's Ice Cream, New Boston
- Story time at Ferguson Early Childhood Center, New Boston

ROMULUS COMMUNITY SCHOOLS

HURON SCHOOL DISTRICT

NATIONAL HERITAGE ACADEMIES

2024-27 Strategic Plan

2024 Community Feedback Revealed Top Five Service Responses requested by the residents:

1. *Expand Outreach to the Communities*
2. *Create a Comfortable Place: Physical and Virtual Spaces*
3. *Market the Library*
4. *Enhance Library Collections*
5. *Support and Retain Staff*

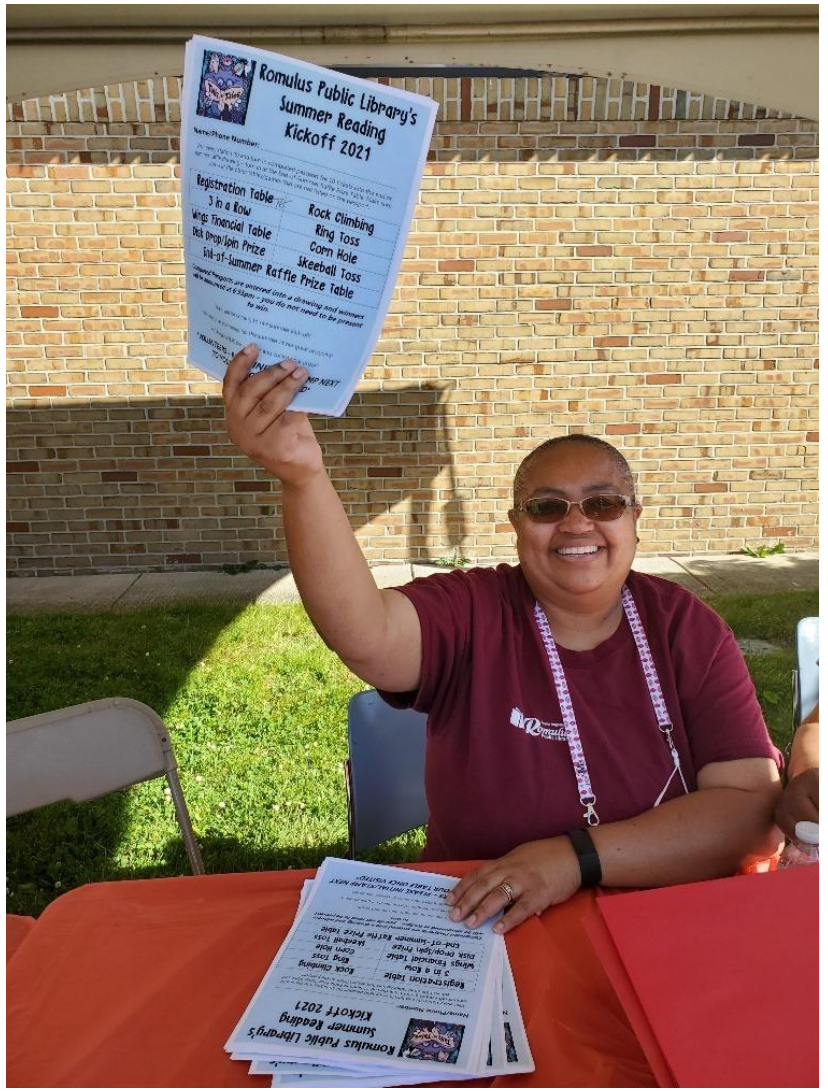
Thank You Community Partners!

Romulus and Huron Township Residents

"The pessimist sees difficulty in every opportunity. The optimist sees opportunity in every difficulty."

—Winston Churchill

In Memory of Tammy Garrison. She loved her community and she loved her library. Thank you.



Thank you!

Romulus Public Library 11121 Wayne Road Romulus, MI 48174
734-942-7589 romuluslibrary.org

City of Romulus

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

Council Meeting Held: **April 14, 2025**

Item No. B.
General Description: Approval of the Chairperson's Report

Resolution No. _____

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

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	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: **April 14, 2025**

Item No. A.
General Description: Carbon Reduction Program - Streetlight Conversion Project

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Resolution No. _____

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

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	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: Carbon Reduction Program – Streetlight Conversion Project

Date: April 7, 2025

I concur with the recommendation of Julie Albert, Director of Assessing and Financial Services, and Steve Hitchcock, City Attorney, and respectfully request Council authorize the Mayor and Clerk to enter into the attached DTE Acquisition Agreement for the conversion of 1,251 streetlights to LED throughout the City of Romulus.

Motion by_____, supported by _____, to concur with the administration and authorize the Mayor and Clerk to enter into the attached DTE Acquisition Agreement for the conversion of 1,251 streetlights to LED throughout the City of Romulus.

Memorandum

To: Mayor Robert McCraight

From: Julie Albert, Director of Assessing & Financial Services

cc: n/a

Date: April 7, 2025

Subject: Council Agenda item: Carbon Reduction Program – Streetlight Conversion Project

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In 2023 the City of Romulus was selected by SEMCOG to receive a financial award for Carbon Reduction Program funding.

The award reimburses the City of Romulus 80% of the cost to convert our entire streetlighting system (1,251 lights) to LED. The total cost of the conversion is $415,285.47. After reimbursement the City's cost will be $83,057.09. These funds were budgeted in 2024 and encumbered until the project funding occurs in August of this year.

Our current estimated annual invoice is $536,334.15. The future estimated annual invoice is $343,657.70 resulting in an estimated annual savings of $192,676.45. This means the City will experience a payback period of approximately five months. These savings will be passed directly onto our residents!

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

Therefore, I respectfully request that the Romulus City Council authorize the Mayor and Clerk to enter in the attached DTE Acquisition Agreement for the conversion of 1,251 streetlights to LED throughout the City of Romulus.

Albert, Julie

From: Steve Hitchcock <sjh@gmhlaw.com>
Sent: Saturday, April 5, 2025 9:18 AM
To: Albert, Julie
Subject: RE: DTE Agreement for the 2025 LED Conversion

Julie,
I reviewed the DTE agreement and do not have any changes. I recommend it for Council consideration.

Steve Hitchcock
Giarmarco, Mullins & Horton, P.C.
Tenth Floor Columbia Center
101 West Big Beaver Road
Troy, Michigan 48084-5280
Phone: (248) 457-7024
Fax: (248) 404-6324
Email: sjh@gmhlaw.com
www.gmhlaw.com

From: Albert, Julie <jalbert@romulusgov.com>
Sent: Thursday, April 3, 2025 10:46 AM
To: Steve Hitchcock <sjh@gmhlaw.com>
Subject: DTE Agreement for the 2025 LED Conversion

Steve,

In 2023 the City of Romulus was selected by SEMCOG to receive a financial award for Carbon Reduction Program funding.

The award reimburses the City of Romulus 80% of the cost to convert our entire streetlighting system (1,251 lights) to LED. The total cost of the conversion is $415,285.47. After reimbursement, the City's cost will be $83,057.09. These funds were budgeted in 2024 and encumbered until the project funding occurs in August of this year.

Our current estimated annual invoice is $536,334.15. The future estimated annual invoice is $343,657.70 resulting in an estimated annual savings of $192,676.45. This means the City will experience a payback period of approximately five months. These savings will be passed directly onto our residents.

Can you please review the attached DTE Agreement so I can send it to City Council for approval?

Thank you,

Julie Albert – *MMAO (4), MCPPE, MPA*
Director of Assessing & Financial Services / City of Romulus / 11111 Wayne Rd, Romulus MI 48174 / 734.942.7520
www.romulusgov.com

*integrity & transparency * solution oriented * endeavor to improve & simplify process * inclusive service & opportunity for all*

DTE

March 17, 2025

City of Romulus
11111 Wayne Rd
Romulus, MI 48174

Re: DTE Street Lighting: 2025 LED Conversion

Attached is the agreement for the 2025 LED Streetlight Conversion Project. A detailed description of the project is outlined in the agreements. Please print TWO copies. Please sign BOTH copies in the designated areas. A check in the amount of $415,285.47 is also required at this time. Please return BOTH signed agreements (as well as check made payable to **DTE Energy**) to the following address:

DTE Community Lighting
8001 Haggerty Rd.
Belleville, MI 48111
Attn: Brandon Faron

Please call if you have questions, 734-397-4017.

Sincerely,
Brandon R. Faron
Brandon R. Faron
Account Manager
Community Lighting

Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of March 17, 2025 between DTE Electric Company ("Company") and the City of Romulus ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated December 10, 2024 (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	75107767 If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: N/A
2. Location where Equipment will be installed:	[Various locations throughout the City], as more fully described on the map attached hereto as Attachment 1.
3. Total number of lights to be installed:	1,251
4. Description of Equipment to be installed (the "Equipment"):	**Overhead Fed Streetlights on Wood Poles**: 1 – 100w Mercury Vapor to 58w LED 231-175w Mercury Vapor to 58w LED 31-175w Mercury Vapor to 80w LED Span Light 1 - 250w Mercury Vapor to 136w LED 2-175w Mercury Vapor to 136w LED 21 - 400w Mercury Vapor to 136w LED 2 – 175w Metal Halide to 58w LED 167 – 100w High Pressure Sodium to 58w LED 46 – 250w High Pressure Sodium to 136w LED 2 – 250w High Pressure Sodium to 58w LED 11 – 400w High Pressure Sodium to 136w LED 2 – 250w High Pressure Sodium to 144w LED Floodlight **Underground Fed Streetlights on Fiberglass or Metal Posts:** 1 – 100w Mercury Vapor to 58w LED 374-175w Mercury Vapor to 58w LED 1 – 100w Mercury Vapor to 39w LED Granville 87 – 100w High Pressure Sodium to 58w LED 27 – 250w High Pressure Sodium to 136w LED 2 – 150w High Pressure Sodium to 58w LED 2 – 175w Metal Halide to 58w LED 173 – 100w High Pressure Sodium to 39w LED Granville 45 – 100w High Pressure Sodium to 56w LED Colonial 22 – 250w High Pressure Sodium to 121w LED Teardrop
5. Estimated Total Annual Lamp Charges	$343,657.70

6. Estimated Total Annual Post Charges if selected	$0.00	
7. Annual Finance Charge if selected	See paragraph 14 below	$0.00
8. Computation of Contribution in aid of Construction ("CIAC Amount")	Total estimated construction cost, including labor, materials, and overhead:	$415,285.47
	Revenue credit:	$0.00
	CIAC Amount (cost minus revenue)	**$415,285.47**
	Credit for Post Charge, if selected	$0.00
9. Payment of CIAC Amount:	Due promptly upon execution of this Agreement **$415,285.47**	
10. Term of Agreement **Special Financing Options are available – Please read stipulations within agreement and if desired check the appropriate box below:** Post Charge Option ☐ Finance Option ☐	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party. If Post Charge "box" is checked the Customer agrees to following term: 10 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
11. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) ☐ YES ☒ NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices _____ SIGN HERE	
12. Customer Address for Notices:	City of Romulus 11111 Wayne Rd Romulus, MI 48174	

13. Special Order Material Terms:

All or a portion of the Equipment consists of special order material: (check one) ☐YES ☒NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. Customer acknowledges that all or a portion of the Equipment is Special Order Materials ("SOM") and not Company's standard stock. Customer will purchase and stock replacement SOM and spare parts as provided in Section B below. When replacement equipment or spare parts are installed from Customer's inventory, Company will credit Customer in the amount of the then-current material cost of Company standard street lighting equipment in lieu of which the SOM is being used. Customer has up to twenty-four (24) months from the time Company uses, or takes possession of, such Customer SOM to seek reimbursement from Company.

B. Customer will maintain an inventory of at least _0_ posts and _0_ luminaires and any other materials agreed to by Company and Customer, and will replenish the stock by ordering materials no later than thirty (30) calendar days after the materials are drawn from inventory. Costs of initial inventory are included in this Agreement. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for its costs (including the labor costs associated with Company's management of the supply chain for the SOM) no later than thirty (30) calendar days after receipt of Company's invoice for such costs. Customer's acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at _____N/A_____. Access to Customer's inventory site must be provided between the hours of 9:00a.m. to 4:00p.m., Monday through Friday with the exceptions of federal Holidays. If Company is unable to access the site during such hours for any reason, Company: (i) shall be relieved from any obligation or commitment to complete the work as scheduled; and (ii) may, at its option, procure the inventory itself and have Customer to reimburse Company's costs for doing so. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to Company:

Name: _____N/A_____ Title: _____N/A_____

Phone Number:_____N/A_____ Email: _____N/A_____

Customer will immediately notify Company of any changes in the Authorized Customer Representative. Customer must comply with SOM manufacturer's recommended inventory storage guidelines and practices. Damaged SOM will not be installed by Company.

D. In the event that SOM is damaged by a third party, Company may (but is not required to) pursue a damage claim against such third party for all of Company's costs incurred because of the claim, including all labor and replacement materials. Company will notify Customer as to whether Company will pursue such claim within a reasonable time of the SOM being damaged.

E. In the event that SOM becomes obsolete, discontinued, or incompatible with Company's infrastructure, Customer shall select new alternate SOM that is compatible with Company's then-existing infrastructure. If Customer does not select compatible alternate SOM, Company reserves the right to select compatible SOM that is, in its reasonable judgment, substantially similar, or replace the SOM with standard materials, in either case being entitled to

reimbursement from Customer for Company's costs in providing such transition of supply (including internal overhead and labor costs).

F. Should Customer experience, in Company's reasonable judgment, excessive LED equipment failures that are not supported by LED manufacturer warranties, Company will replace the LED equipment with other Company supported Solid State or High Intensity Discharge luminaires at Company's discretion. The full cost to complete these replacements to standard street lighting equipment will be the responsibility of Customer.

14. Special Financing Options

A. Post Charge Option:

For new underground-fed installations of 5 lights or more after May 1, 2019, which require investment in excess of three times the annual revenue at the prevailing rate at the time of installation, the Customer may elect to pay a post charge for each increment of $1,000 investment required above three times the annual revenue.

Effective February, 6 2025 - For each increment of $1,000 of investment which exceeds three times the annual revenue at the prevailing rate at the time of installation, add to rate per year an additional **$84.96**.

B. Finance Charge Option:

As an alternative, where the required contribution exceeds $10,000, upon agreement of the Customer and the Company, the Customer will pay an additional annual charge of the Company's weighted average cost of capital (7.05%) times the contribution amount in lieu of the cash contribution.

****

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:	Customer:
DTE Electric Company	City of Romulus
By: _____	By: _____ SIGN HERE
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Attachment 1 to Purchase Agreement

Map of Location

[To be attached]

DTE

March 17, 2025

City of Romulus
11111 Wayne Rd,
Romulus, MI 48174

Re: City of Romulus- 2025 DTE LED Streetlight Conversion-SEMCOG

Based on your request, I have attached a cost estimate for the conversion of 1,251 HID streetlights to LED. Please see project breakdown below.

Overhead Fed Streetlights on Wood Poles:
1 – 100w Mercury Vapor to 58w LED
231-175w Mercury Vapor to 58w LED
31-175w Mercury Vapor to 80w LED Span Light
1 - 250w Mercury Vapor to 136w LED
2-175w Mercury Vapor to 136w LED
21 - 400w Mercury Vapor to 136w LED
2 – 175w Metal Halide to 58w LED
167 – 100w High Pressure Sodium to 58w LED
46 – 250w High Pressure Sodium to 136w LED
2 – 250w High Pressure Sodium to 58w LED
11 – 400w High Pressure Sodium to 136w LED
2 – 250w High Pressure Sodium to 144w LED Floodlight

Underground Fed Streetlights on Fiberglass or Metal Posts:
1 – 100w Mercury Vapor to 58w LED
374-175w Mercury Vapor to 58w LED
1 – 100w Mercury Vapor to 39w LED Granville
87 – 100w High Pressure Sodium to 58w LED
27 – 250w High Pressure Sodium to 136w LED
2 – 150w High Pressure Sodium to 58w LED
2 – 175w Metal Halide to 58w LED
173 – 100w High Pressure Sodium to 39w LED Granville
45 – 100w High Pressure Sodium to 56w LED Colonial
22 – 250w High Pressure Sodium to 121w LED Teardrop

Below please find the estimate breakdown for this project. The costs are based on the Option 1 Municipal Street Light rate - DTE Energy owned and maintained. The rate requires the customer pay a portion of the construction cost. The following information outlines the street lighting installation.

Estimate Breakdown

Project Cost (Amount Due to DTE)	**$415,285.47**
Est. Current Annual Invoice	$536,334.15
Est. Future Annual Invoice	$343,657.70
Est. Annual Savings	$192,676.45
Est. Payback	1.94 years
Est. Annual Kilowatt-hours saved	665,036.4 kWh
Est. Carbon Dioxide Reduction	1,391.37 kg/day

Please feel free to call me should you have any questions.

Sincerely,

Brandon R. Faron

Brandon R. Faron
Account Manager
DTE Community Lighting

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **April 14, 2025**

Item No. B.
General Description: Municipal Library Board Reappointment

Resolution No. _____

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

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	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: Municipal Library Board Reappointment

DATE: April 9, 2025

I am hereby requesting approval to reappoint Candace Lewkowicz to the Romulus Municipal Library Board with a term to expire April 11, 2026.

Motion by_____, supported by _____, to concur with the administration and approve the reappointment of Candace Lewkowicz to the Romulus Municipal Library Board with a term to expire April 11, 2026.

City of Romulus

MEMORANDUM

TO: Mayor Robert A. McCraight

FROM: Patty Braden, Library Director

DATE: April 9, 2025

SUBJECT: Re-appointments – Municipal Library Board

The following members of the Municipal Library Board terms have recently expired and wish to be re-appointed. I am respectfully requesting the re-appointment of Candace Lewkowicz term to expire on April 11, 2026.

Should you have any questions or require further information, please feel free to contact me.

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **April 14, 2025**

Item No. C.
General Description: Reappointment to the Police, Fire & Safety Commission

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Resolution No. _____

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

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	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: Re-Appointment to the Police, Fire & Safety Commission

DATE: April 8, 2025

I am requesting approval to re-appoint Stanley Bragg to the Police, Fire & Safety Commission with a term to expire on February 22, 2028.

Motion by _____ supported by _____, to concur with the administration and approve the re-appointment of Stanley Bragg to the Police, Fire & Safety Commission with a term to expire on February 22, 2028.

Stanley W. Bragg
28764 Burning Tree Lane
Romulus, MI 48174
734-624-2220
Swbragg13@comcast.net

March 19, 2025

Mayor Robert McCraight
City of Romulus
11111 Wayne Road
Romulus, MI 48174

Re: Letter of Interest for reappointment to Police, Fire & Safety Commission

Dear Mayor McCraight,

I am writing to express my interest in continuing to serve on the Police, Fire, and Safety Commission. I respectfully request your support for my reappointment and your recommendation to the city council for approval.

It has been an honor to be involved with the PF&S Commission and collaborate with the public safety directors to enhance the safety and well-being of our community.

Thank you for considering my request.

Sincerely,

Stanley Bragg

Stanley W. Bragg

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **April 14, 2025**

Item No. D.

General Description: Piggyback on Omnia Partners Contract for Playground Equipment and Installation for Mary Ann Banks Park

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Resolution No. _____

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

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	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 Omnia Partners Contract #2017001134 for Playground Equipment and Installation from GameTime for Mary Ann Banks Park

DATE: April 8, 2025

I concur with the recommendation of Michael Laskaska, Director of Communication and Community Services, and Christina Parker, Purchasing Director, and respectfully request Council's authorization to piggyback on the Omnia Partners contract #2017001134 for the purchase and installation of playground equipment from GameTime for Mary Ann Banks Park at a total cost of $59,584.60.

Gary Harris, Assistant Finance Director, has verified that funds for the purchase are currently available in General Fund, Parks and Recreation Department, Capital Outlay Expense account #101-751-971.000 pending approval of the second reading of Budget Amendment 24/25-15.

Motion by_____, supported by _____, to concur with the administration and consent to piggyback on the Omnia Partners contract #2017001134 for the purchase and installation of playground equipment from GameTime for Mary Ann Banks Park at a total cost of $59,584.60.

MEMORANDUM

DATE: April 7, 2025
TO: Mayor Robert A. McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Piggyback on Omnia Partners Contract #2017001134 for Playground Equipment and Installation from GameTime for Mary Ann Banks Park

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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."

Director of Communication and Community Services, Michael Laskaska, is requesting Council's permission to purchase and installation of playground equipment for Mary Ann Banks Park by piggybacking on an Omnia Partners Contract that was awarded to GameTime (c/o Sinclair Recreation) via contract #2017001134.

Omnia Partners Public Sector is a nationally approved cooperative purchasing organization for the public sector. All cooperative purchasing contracts available through Omnia Partners, Public Sector are competitively solicited and publicly awarded by a lead agency using applicable procurement laws and regulations.

The City of Charlotte, NC acted as the host agency for this Omnia Partners solicitation that resulted in a five (5) year contract (July 1, 2017 through June 30, 2022 with an option to renew for two (2) additional two-year periods through June 30, 2026, currently renewed through June 30, 2026) being awarded to GameTime (c/o Sinclair Recreation). The pricing submitted was per the contract and I am confident that the pricing obtained meets the intent of the competitive sealed bidding requirement of our ordinance.

It is the recommendation of myself and Director of Communication and Community Services Michael Laskaska to proceed with the purchase. If you concur, please request Council's permission to piggyback on the Omnia Partners Contract #2017001134 for the purchase and installation of playground equipment from GameTime for Mary Ann Banks Park for a total cost of $59,584.60 (refer to the attached Quote # 107448-01-01).

Gary Harris, Assistant Financial Services Director, has verified that funds for this purpose are available in General Fund, Parks & Recreation Department, Capital Outlay Expense Account (101-751-971.000), pending City Council approval of the second reading of Budget Amendment 24/25-15.

Christina Parker

Christina Parker
Purchasing Director

INTEROFFICE MEMORANDUM

TO: Christina Parker, Purchasing Director

FROM: Mike Laskaska, Director of Communication and Community Services

SUBJECT: Request to piggyback on Omnia Partners contract for purchase and installation of playground equipment at Mary Ann Banks Park.

DATE: April 2, 2025

The Recreation Department is requesting to piggyback on Omnia Partners contract for purchase and installation of playground equipment at Mary Ann Banks Park.

We are requesting to receive City Council approval to proceed with this purchase in the amount of $59,584.60, contingent upon City Council approval of second reading of Budget Amendment 24/25-15.

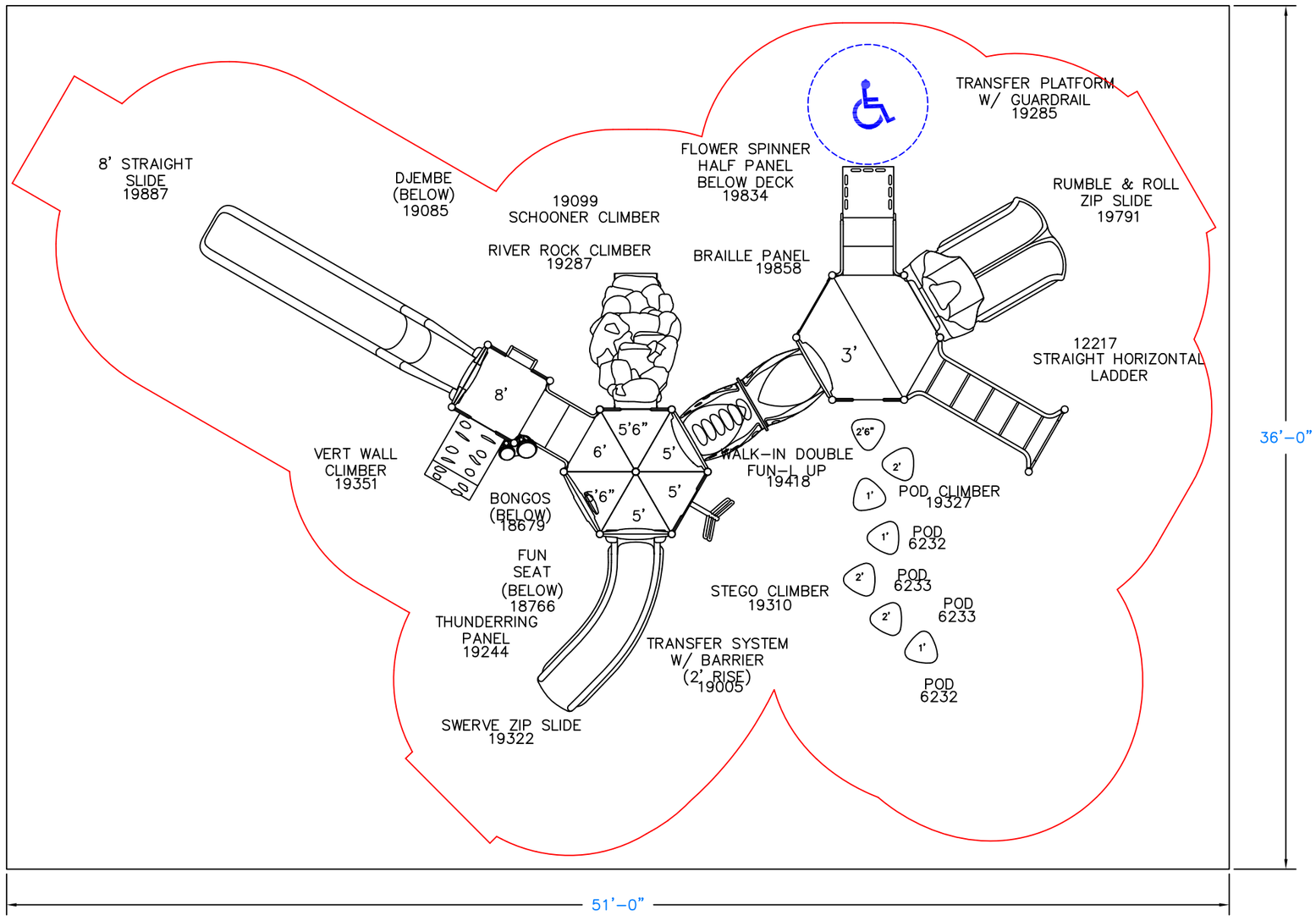
Funds for this purchase are budgeted in account #101-751-971.000 Capital Outlay contingent upon approval of second reading of Budget Amendment 24/25-15.

Thank you.

Mike Laskaska

Cc: Colleen Dumas

Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.



0 5' 10' 15' 20'

GameTime
A PLAYCORE Company

ISO 9001 CERTIFIED

ISO 14001 CERTIFIED

150 PlayCore Drive SE
Fort Payne, AL 35967
www.gametime.com

City of Romulus
Mary Ann Banks Park
Romulus, MI

Representative
Sinclair Recreation

This Unit includes play events and routes or travel specifically designed for special needs users. It is the opinion of the manufacturer that these play events and routes of travel conform to the accessibility requirements of the ADA (Americans with Disabilities Act)

Total Elevated Play Components	12		
Total Elevated Play Components Accessible By Ramp	-	Required	-
Total Elevated Components Accessible By Transfer	12	Required	6
Total Accessible Ground Level Components Shown	7	Required	4
Total Different Types Of Ground Level Components	4	Required	3

This play equipment is recommended for children ages
5 - 12

Minimum Area Required:
36' x 51'

Scale: Bar

This drawing can be scaled only when in an 18" x 24" format

IMPORTANT: Soft resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA-Z-614

Drawn By:
ALW

Date:
3/11/2025

Drawing Name:
Romulus - City of Romulus - Ma

GameTime c/o Sinclair Recreation
176 E Lakewood Blvd
Holland, MI 49424
Ph: 800-444-4954
Fax: 616-392-8634

03/11/2025
Quote #
107448-01-01

Mary Ann Banks - 2025 Playground Proposal

CITY OF ROMULUS
Attn: Mike Laskaska
11111 Wayne Road
Romulus, MI 48174
United States
Phone: 734-955-4504
mlaskaska@romulusgov.com

Ship to Zip 48174

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - PT24066 - Double Agent	$62,474.00	$62,474.00
		(2) 6232 -- Pod (1'-0")		
		(2) 6233 -- Pod (2'-0")		
		(2) 12024 -- 3 1/2" Uprt Ass'Y Alum 9'		
		(4) 12025 -- 3 1/2" Uprt Ass'Y Alum 10'		
		(3) 12026 -- 3 1/2" Uprt Ass'Y Alum 11'		
		(2) 12027 -- 3 1/2" Uprt Ass'Y Alum 12'		
		(4) 12068 -- 3 1/2"Uprt Ass'Y Alum 13'		
		(1) 12217 -- 2'-6"/3'Horiz Ladder Atth		
		(1) 12928 -- Deck Flat Cap Pkg-45 1/2"		
		(1) 18200 -- 36" Sq Punched Deck P/T 1.3125		
		(6) 18201 -- 36" Tri Punched Deck P/T		
		(1) 18679 -- Bongos		
		(1) 18766 -- Fun Seat 36"		
		(1) 19005 -- Transfer System W/Barrier (2' Rise)		
		(1) 19085 -- Djembe		
		(1) 19099 -- Schooner (7'-6" & 8')		
		(1) 19244 -- Thunderring Panel		
		(1) 19285 -- Transfer Platform W/ Guardrail 3'		
		(1) 19287 -- River Rock Climber		
		(1) 19289 -- Two Piece Hex Deck		
		(1) 19310 -- Stego Climber 5' & 5'6"		
		(1) 19322 -- Swerve Slide		
		(1) 19327 -- Pod Climber		
		(1) 19351 -- Vert Wall 8'		
		(1) 19418 -- Walk-In Double Fun-L Up (Link)		
		(1) 19791 -- Dbl Rumble & Roll 2'-6"/3'		
		(1) 19834 -- Flower Spinner Half Panel		
		(1) 19858 -- Braille Panel		

GameTime c/o Sinclair Recreation
176 E Lakewood Blvd
Holland, MI 49424
Ph: 800-444-4954
Fax: 616-392-8634

03/11/2025
Quote #
107448-01-01

Mary Ann Banks - 2025 Playground Proposal

Quantity	Part #	Description	Unit Price	Amount
		(1) 19887 -- 8' Straight Slide		
		(4) G12069 -- 3 1/2"Uprt Ass'Y Galv 14'		
1	INSTALL	Installation - Installation of Double Agent unit into owner prepared area- Does not include removal or disposal of existing equipment, site preparation or excavation, site restoration or landscaping.	$18,250.00	$18,250.00
1836	EWF	GT-Impax - 12" compacted depth engineered wood fiber surfacing	$2.60	$4,773.60
			Sub Total	$85,497.60
			Discount	($28,113.00)
			Estimated Freight	$2,200.00
			Total	**$59,584.60**

This quotation is subject to policies in the current GameTime Playground Catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases to be supported by your written purchase order made out to GAMETIME C/O SINCLAIR RECREATION. **A 2.5% PROCESSING FEE WILL BE ADDED TO ALL ORDERS PAID VIA CREDIT CARD.**

Pricing: f.o.b. factory, firm for 30 days from date of quotation unless otherwise noted on quotation. Sales tax will be added at time of invoicing unless a tax exemption certificate is provided at time of order entry.

Payment terms: Net 30 days for tax supported governmental agencies. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Shipment: Order shall ship within 6-8 weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required.

Installation: Shall be by a Certified GameTime Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs. Payment terms for installation is Net 10 Days.

NOTE: PRICING **DOES NOT** INCLUDE ANY DAVIS BACON OR PREVAILING WAGE RATES UNLESS SPECIFICALLY IDENTIFIED ABOVE IN QUOTE. THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS, UNLESS SPECIFICALLY LISTED IN ABOVE QUOTE.

Exclusions: Unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders, drainage provisions, or any local/municipal permits or paperwork that may be required.

FUNDS VERIFICATION FORM

DEPARTMENT:	Recreation
FUND NAME:	Capital Outlay
ACCOUNT NUMBER/S:	101-751-971.000
PURPOSE FOR REQUEST:	Purchase of playground equipment for Mary Ann Banks Park
AMOUNT OF EXPENDITURE:	$59,584.60
SIGNATURE OF DEPARTMENT HEAD:	Michael Laskaska — Digitally signed by Michael Laskaska Date: 2025.04.02 13:55:01 -04'00'
FUNDS CURRENTLY AVAILABLE:	$60,000.000 - Pending 2nd reading of BA 24/25-15
FINANCE DEPARTMENT APPROVAL:	Amy Ann
DATE:	4/2/2025

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **April 14, 2025**

Item No. E.
General Description: ITB 24/25-11 Camera Recording Package for Cable Studio

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Resolution No. _____

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

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	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: ITB 24/25-11 Camera Recording Package for Cable Studio

DATE: April 8, 2025

I concur with the recommendation of Mike Laskaska, Director of Communication and Community Services and Christina Parker, Purchasing Director and respectfully request Council award ITB 24/25-11 to the lowest most responsible bidder, Andorama, Inc., to purchase Camera Recording Package for the Cable Studio in the amount of $12,028.49.

Gary Harris, Assistant Finance Director, has verified funds for this acquisition have been budgeted for and are available in the Cable TV Fund, Capital Outlay Expense account #211-000-971.000.

Motion by_____, supported by _____, to concur with the administration and award ITB 24/25-11 to the lowest most responsible bidder, Andorama, Inc., to purchase Camera Recording Package for the Cable Studio in the amount of $12,028.49.

MEMORANDUM

DATE: **April 7, 2025**

TO: **Mayor Robert A. McCraight**

FROM: **Christina Parker, Purchasing Director**

SUBJECT: **ITB 24/25-11 CAMERA RECORDING PACKAGE FOR CABLE STUDIO**

Bids were solicited to for ITB 24/25-11 for the City of Romulus, Cable Department to purchase a Camera Recording Package for the Cable Studio.

In addition to being advertised in the March 6, 2025 issue of The Associated Newspaper Eagle, bid documents were made available to down load from the MITN Purchasing Group page of BidNet Direct at www.mitn.info. The MITN System notified 392 companies of the bid and of them, 54 companies downloaded the bid specifications and 3 companies were informed by email of the bidding opportunity (See Bidder's list attached).

On 3/25/25, six (6) bids were received and publicly opened.

I concur with the recommendation of the Director of Communication and Community Services, Mike Laskaska, to award ITB 24/25-11 to Andorama, INC., the lowest most and responsible bidder, for a total amount of $12,028.79.

Gary Harris, Assistant Finance Director, has verified that funds for this acquisition have been budgeted for and are available in the Cable TV Fund, Capital Outlay Expense Account (211-000-971.000).

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: Mike Laskaska, Director of Communication and Community Services

SUBJECT: Request to piggyback on Omnia Partners contract for purchase and installation of playground equipment at Mary Ann Banks Park.

DATE: April 2, 2025

The Recreation Department is requesting to piggyback on Omnia Partners contract for purchase and installation of playground equipment at Mary Ann Banks Park.

We are requesting to receive City Council approval to proceed with this purchase in the amount of $59,584.60, contingent upon City Council approval of second reading of Budget Amendment 24/25-15.

Funds for this purchase are budgeted in account #101-751-971.000 Capital Outlay contingent upon approval of second reading of Budget Amendment 24/25-15.

Thank you.

Mike Laskaska

Cc: Colleen Dumas

TABULATION SHEET – Page 1 of 2
ITB 24/25-11 Camera Recording Package for Cable Studio

COMPANY	Adorama Inc.		Computer Design Center LLC		Focus Camera	
	Unit $	Ext.Cost	Unit $	Ext.Cost	Unit $	Ext.Cost
Three each Panasonic Lumix S5 IIX Mirroless Camera – MFR #DC-S5MXBODY **NO ALTERNATES**	$1,451.17	$4,353.51	Alternate-See bid $2,010.82	$6,032.46	$1,710.00	$5,130.00
Three eachSigma 24-70mm f/2.8 DG DN II Art Lens (Leica L) - MFR #57A969 **NO ALTERNATES**	$972.13	$2,916.39	$1,113.00	$3,339.00	$1,008.81	$3,026.43
Three each Panasonic DMW-BLK22 Lithium-Ion Battery (7.2V, 2200mAh) - MFR #DMW-BLK22 - **NO ALTERNATES**	$56.66	$169.98	$71.55	$214.65	$36.00	$108.00
Three each Vidpro Dual-Bay Charger with LCD for Panasonic DMW-BLK22 - MFR #DC-105	Alternate-See bid $12.63	$12.63	$74.09	$74.09	$39.96	$39.96
Three each ProGrade Digital 256GB UHS-II SDXC Memory Card - MFR #PGSD256GBCKBH **NO ALTERNATES ACCEPTED**	$162.36	$487.08	$194.99	$584.96	$229.99	$229.99
One ProGrade Digital Dual-Slot UHS-II SDXC USB 3.2 Gen 2 Type-C Card Reader - MFR #PGRWSDHCXCANA	$60.28	$60.28	$83.74	$83.74	$70.38	$70.38
Three each Manfrotto MT190XPRO3 Aluminum Tripod - MFR #MT190XPRO3 **- NO ALTERNATES ACCEPTED**	$212.50	$637.50	$232.14	$696.42	$171.00	$513.00
Manfrotto XPRO 3-Way, Geared Pan-and-Tilt Head with 200PL-14 Quick Release Plate - MFR #MHXPRO-3WG - **NO ALTERNATES ACCEPTED**	$164.26	$328.52	$201.35	$402.69	$171.00	$342.00
Manfrotto MVH500AH Fluid Video Head with Flat Base - MFR #MVH500AH - **NO ALTERNATES ACCEPTED**	$166.41	$166.41	$179.14	$179.14	$126.99	$126.99
Panasonic DMW-XLR1 XLR Microphone Adapter - MFR #DMW-XLR1 **- NO ALTERNATES ACCEPTED**	$254.39	$508.78	$295.74	$591.48	$209.70	$419.40
Rode NTG5 Shotgun Microphone - MFR #NTG5 - **NO ALTERNATES ACCEPTED**	$384.78	$769.56	$417.64	$835.28	$399.96	$799.92
Zoom F8n Pro 8-Input / 10-Track Multitrack Field Recorder - MFR #ZF8NPRO **NO ALTERNATES ACCEPTED**	$862.83	$862.83	$1,007.00	$1,007.00	$945.00	$945.00
K-Tek KE-89CC Avalon Series Aluminum Boompole with Internal XLR Cable - MFR #KE-89CC	$168.54	$337.08	$195.04	$390.08	$208.98	$417.96
Matthews 40" C-Stand with Sliding Leg, Grip Head, and Arm (Black, 10.5') - MFR #B756040	$193.87	$387.74	$253.34	$506.68	$216.00	$432.00
Mogami Gold Studio XLR Female to XLR Male Microphone Cable (15', Black) - MFR #GOLDSTUDIO15	Alternate-See bid $15.25	$30.50	$47.70	$95.40	$74.95	$149.90
Total		$12,028.79		$15,033.08		$12,749.94
Payment Terms		Net 30		Net 30		Net 30
# Days ARO for Delivery		7 to 30 days		30 days		7-14 Business Days
Certified		Yes		Yes		Yes

PUBLICLY OPENED AT, 3:00 pm, Tuesday, 3/25/25 IN THE ROMULUS CITY COUNCIL CHAMBERS. ***THOSE IN ATTENDANCE:***

#	NAME	COMPANY	TITLE
1	Christina Parker	CITY OF ROMULUS	PURCHASING DIRECTOR
2	Lynn A. Conway	CITY OF ROMULUS	PURCHASING ADVISOR

TABULATION SHEET – Page 2 of 2
ITB 24/25-11 Camera Recording Package for Cable Studio

COMPANY	Communication Logic LLC		B & H Foto & Elect. Corp		AVI_SPL LLC	
	Unit $	Ext.Cost	Unit $	Ext.Cost	Unit $	Ext.Cost
Three each Panasonic Lumix S5 IIX Mirroless Camera – MFR #DC-S5MXBODY **NO ALTERNATES**	$1,897.99	$5,693.97	$1,649.00	$4,947.00	$1,997.88	$5,993.64
Three eachSigma 24-70mm f/2.8 DG DN II Art Lens (Leica L) - MFR #57A969 **NO ALTERNATES**	$1,029.00	$3,087.00	$997.90	$2,993.70	$1,362.50	$4,087.50
Three each Panasonic DMW-BLK22 Lithium-Ion Battery (7.2V, 2200mAh) - MFR #DMW-BLK22 - **NO ALTERNATES**	$67.50	$202.50	$60.00	$180.00	$66.47	$199.71
Three each Vidpro Dual-Bay Charger with LCD for Panasonic DMW-BLK22 - MFR #DC-105	$39.96	$39.96	$26.67	$26.67	$45.41	$45.41
Three each ProGrade Digital 256GB UHS-II SDXC Memory Card - MFR #PGSD256GBCKBH **NO ALTERNATES ACCEPTED**	$183.99	$551.97	$164.16	$492.48	$209.08	$627.24
One ProGrade Digital Dual-Slot UHS-II SDXC USB 3.2 Gen 2 Type-C Card Reader - MFR #PGRWSDHCXCANA	$75.00	$75.00	$61.00	$61.00	$88.76	$88.76
Three each Manfrotto MT190XPRO3 Aluminum Tripod - MFR #MT190XPRO3 **- NO ALTERNATES ACCEPTED**	$208.00	$624.00	$169.00	$507.00	$239.18	$627.24
Manfrotto XPRO 3-Way, Geared Pan-and-Tilt Head with 200PL-14 Quick Release Plate - MFR #MHXPRO-3WG - **NO ALTERNATES ACCEPTED**	$189.95	$379.90	$169.00	$338.00	$215.85	$431.70
Manfrotto MVH500AH Fluid Video Head with Flat Base - MFR #MVH500AH - **NO ALTERNATES ACCEPTED**	$169.00	$169.00	$134.98	$134.98	$191.45	$191.45
Panasonic DMW-XLR1 XLR Microphone Adapter - MFR #DMW-XLR1 **- NO ALTERNATES ACCEPTED**	$299.99	$599.98	$285.00	$570.00	$454.53	$909.06
Rode NTG5 Shotgun Microphone - MFR #NTG5 - **NO ALTERNATES ACCEPTED**	$379.00	$758.00	$352.70	$705.40	$427.84	$855.68
Zoom F8n Pro 8-Input / 10-Track Multitrack Field Recorder - MFR #ZF8NPRO **NO ALTERNATES ACCEPTED**	$939.99	$939.99	$849.95	$849.95	$1,079.53	$1,079.53
K-Tek KE-89CC Avalon Series Aluminum Boompole with Internal XLR Cable - MFR #KE-89CC	$185.00	$370.00	$177.00	$354.00	$215.11	$430.22
Matthews 40" C-Stand with Sliding Leg, Grip Head, and Arm (Black, 10.5') - MFR #B756040	$245.00	$490.00	$241.76	$483.52	$225.51	$451.02
Mogami Gold Studio XLR Female to XLR Male Microphone Cable (15', Black) - MFR #GOLDSTUDIO15	$62.18	$124.36	$59.95	$119.90	$34.91	$69.82
Total		$14,105.63		$12,763.60		$16,087.98
Payment Terms		Net 30		Net 30		Net 30
# Days ARO for Delivery		30 Days		7-14 Days		Standard
Certified		Yes		Yes		Yes

PUBLICLY OPENED AT, 3:00 pm, Tuesday, 3/25/25 IN THE ROMULUS CITY COUNCIL CHAMBERS. ***THOSE IN ATTENDANCE:***

#	NAME	COMPANY	TITLE
1	Christina Parker	CITY OF ROMULUS	PURCHASING DIRECTOR
2	Lynn A. Conway	CITY OF ROMULUS	PURCHASING ADVISOR

VENDOR LIST
ITB 24/25-11 Camera Recording Package for Cable Studio

B&H Photo
Government Sales
michigan@bhphoto.com

Adorama
govsales@adorama.com

Great Lakes Audio Visual
Sales@GreatLakesAudioVisual.com

MINUTES OF ITB 24/25-11 Camera Recording Package for Cable Studio

The public opening of the afore mentioned solicitation was held at 3:00 PM, in the Council Chambers at Romulus City Hall on Tuesday, 3/25/25.

The following were present for the opening:

Christina Parker – Purchasing Director
Lynn A. Conway – Purchasing Advisor

Six (6) sealed bids were received and publicly opened.

Andorama Inc.
Computer Design Center LLC
Focus Camera
Communication Logic LLC
B & H Foto & Elect Corp
AVI_SPL LLC

A copy of the tabulation sheet is attached.

Respectfully submitted,

Christina Parker

Christina Parker,
Purchasing Director

I, Christina Parker, Purchasing Director for the City of Romulus, do hereby certify the foregoing to be a true copy of the minutes of ITB 24/25-11 held on 3/25/25.

Christina Parker

Christina Parker,
Purchasing Director

REQUEST FOR COMPETITIVE BIDS

DEPARTMENT NAME: Cable	DATE: 2/7/25
I HEREBY REQUEST THAT COMPETITIVE BIDS BE LET FOR THE FOLLOWING MATERIAL,	
PURPOSE: Camera recording package for cable studio	

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

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

BUDGET YEAR	FY-24/25

ACCOUNT INFORMATION	
ACCOUNT/S NUMBER	$ AMOUNT BUDGETED
Capital Outlay – 211-000-971.000	$ 18,000
	$
	$

SIGNATURE OF DEPARTMENT HEAD:	DATE:	2/7/25

FINANCE DEPARTMENT APPROVAL

FUNDS AVAILABILITY	
ACCOUNT/S NUMBER	$ FUNDS AVAILABLE
211-000-971.000	$29,259.07
	$
	$

SIGNATURE OF FINANCE DEPARTMENT:	DATE:	2/10/2025

ADMINISTRATIVE APPROVAL

I HAVE REVIEWED THE REQUEST AND AUTHORIZE TO LET FOR COMPETITIVE BIDS.		
SIGNATURE OF MAYOR:	DATE:	2.9.25

AVAILABILITY OF FUNDS FOR AWARD

THE BID SHALL BE AWARDED IN THE AMOUNT OF $ 12,028.79

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

FINANCE DEPT. APPROVAL:	DATE:	4/7/2025

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **April 14, 2025**

Item No. F.
General Description: RFP 24/25-02 Goddard Park Plaza (Eagle Alley) Improvements Change Order #2

Resolution No. _____

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

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	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: RFP 24/25-02 Goddard Park Plaza Improvements Change Order #2

DATE: April 7, 2025

I concur with the recommendation of Jerry Frayer, DDA Director, and respectfully request Council approve Change Order #2 to RFP 24/25-02 to extend additional concrete work within the Goddard Park Plaza (Eagle Alley) for a total amount of $45,537.80:

- Signs by Crannie Archway and 1R sign installed $31,749.00
- Electrical circuit to power Archway and Rear sign remove turf and trench and place back for rear power supply layout and fees $9,649.00
- Contingency 10% is $4,139.80

Gary Harris, Finance Director, has verified funds for this acquisition have been budgeted for and are available in the DDA/Project Cost account #101-728-980.000.

Motion by_____, supported by _____, to concur with the administration and approve Change Order #2 to RFP 24/25-02 to extend additional concrete work within the Goddard Park Plaza (Eagle Alley) for a total amount of $45,537.80.

INTER-OFFICE MEMORANDUM

DATE: April 1st 2025

TO: **Robert A. McCraight**, Mayor

FROM: **Jerry Frayer**, DDA Director

CC: **Kevin Krause,** Economic Development Director

SUBJECT: RFP 24/25-02 Goddard Park Plaza Improvements Change Order 2

Dear Mayor,

The DDA would like to process the following change order #2 to extend additional work within the City of Romulus Goddard Park Plaza additional concrete work as follows:

- Signs by Crannie Archway and 1R sign installed $31,749.00
- Electrical circuit to power Archway and Rear sign remove turf and trench and place back for rear power supply layout and fees $9,649.00
- Contingency 10% is $4,139.80

This change order #2 is in the amount of $45,537.80

Funds have been budgeted in fiscal year 24/25 account number 101-728-980.000. Please reference the attached funds verification form signed by the Finance Department.

Upon your concurrence, we recommend presenting this change order to City Council for approval of the expenditure.

If you have any questions or would like to discuss this matter further, please contact me at 734-955-4531.

Thank you,

Jerry Frayer, DDA Director

C&S CONSTRUCTION MANAGEMENT

ROMULUS

March 31, 2025

Jerry Frayer
DDA Director and Economic Development Liaison
City of Romulus 11111 Wayne Road Romulus Mi 48174
Email: jfrayer@romulusgov.com Office: 734-955-4531 Cell: 734-664-2853

Ray Parker, Architect
Hennessey Engineering 13500 Reeck Road Southgate, MI 48195

RE: Goddard Plaza Proposal # 5 – New Archway sign

Jerry,
Please review the following description of work and related cost.

To furnish and install new custom archway for the plaza area.
Please see attached design and details from SIGNS BY CRAMMIE
The footings are existing so the archway will be attached to the existing footings mechanically.

Sign proposal includes:
Signs by Crammie proposal date March 14, 2025 for 2 each structures.
- R1 aluminum sign that is located in the rear 84" x 89" and has internal lighting
-Option # 2 archway front lit letters

Please note that the masonry Knee wall that encloses the Archway columns cannot be installed until archway is installed.

Signs by Crammie	$ 31,749
Electrical circuit to power front Archway	$ 1,500
Electrical circuit to power rear Sign	$ 1,500
Remove turf and trench and place back for rear power supply	$ 750
Lay out / Super	$ 500
Subtotal	$ 35,999
Fee 15%	$ 5,399
Total	**$ 41,398**

Please contact me with any questions or concerns

Thank you,

Chuck Schimmel President cell 734-320-0689

C & S CONSTRUCTION MANAGEMENT
COMMERCIAL GENERAL CONTRACTORS
1202 6TH STREET WYANDOTTE, MI 48192
734-320-0689 csconstruction@yahoo.com www.thecsconstruction.com

Signs By Crannie, Inc.
4145 Market Place
Flint, MI, 48507- USA
Phone: (810)-487-0000 Fax: (810)-487-0711
www.signsbycrannie.com

Proposal Submitted To:
Jerry Frayer
City of Romulus
11111 Wayne Rd
Romulus, MI 48174- USA

Phone: (734) 995-4531
Fax:
E-mail: jfrayer@romulusgov.com

Job Name R1 Romulus
Job Name and Location
City of Romulus
11111 Wayne Rd
Romulus, MI 48174- USA

Proposal No	Proposal Date	Payment Terms	Contact	Page
017923	3/14/2025	Bal upon Comp.	Matthew T	Page 1 of 2

Quantity	Product - Description	Unit Price	Extended Price
1	Fabricated letter R1 photo op aluminum painted maroon and secondary color polished aluminum or brushed aluminum mathews paint? 84x89 with acess hatch for chenical anchor into veterans park cement slab	$12,354.00	$12,354.00
1	Add for internal lighting of R1	$4,718.00	$4,718.00
1	Installation of quoted signage	$1,152.00	$1,152.00
1	option 2 shorter archway with trimless front lit channel letters poles to be plated top and bottom chemically anchored into the concrete pad and top of arch fastned	$11,029.98	$11,029.98
1	Installation of quoted signage	$2,496.00	$2,496.00

Proposal No	Proposal Date	Payment Terms	Contact	Page
017923	3/14/2025	Bal upon Comp.	Matthew T	Page 2 of 2

Quantity	Product - Description	Unit Price	Extended Price

PRICE QUOTATION GOOD FOR 10 DAYS.
The client is responsible for supplying production ready, vectorized artwork of logos and custom letter styles in an eps or ai format.

PRICES DO NOT INCLUDE PERMIT FEES OR PRIMARY ELECTRICAL TO SIGNS AND WILL BE BILLED ADDITIONALLY.

TERMS - DEPOSIT DOWN, BALANCE DUE AT TIME OF INSTALLATION.

WARRANTY - one year all parts and labor barring vandalism or acts of God.
PRICES as indicated above are minimal estimates for art or sign work only. Photostats, typography, photographs, overtime, changes and or time additions, delays caused by the client, special consultations and all other expenses that cannot be estimated accurately in advance will be billed extra unless otherwise specified herein.
FINISHED art, mechanicals, and signs will be released for use by the client only. Mechanicals, original art, sketches and materials other than signs originated by the designer are the property of the designer, and will be held for the client, unless otherwise shown.
SPECIAL conditions on the client's purchase orders in no way negate the above conditions of sale. In ordering the work described above, the client accepts all of these conditions whether noted on his purchase or not.
IF UNUSUAL conditions (ie. access, ledge, water, rock, etc.) are encountered in the installation, this contract is binding; however, an additional cost based on our labor, plus 15% on sub-contractor and materials or equipment will be added to the above price.
THE CLIENT agrees to pay all costs of collection in the event of default of payment by the client, including a reasonable attorney's fee. In the event of delinquent payments, the client will be charged a rate of 1.5% interest for every month, after the first 30 days.
THE SIGN SHALL REMAIN THE PROPERTY of Signs by Crannie, Inc. until paid for in full. In the event the client is delinquent in payment by more than 45 days Signs by Crannie, Inc. reserves the right to remove the signage from the premise without notice of the client. And the client shall hold Signs by Crannie, Inc. free of any liability what so ever.

Taxable	$28,101.98
NonTaxable	$3,648.00
~~SalesTax~~	~~$1,686.12~~
Freight	$0.00
Permits.	$0.00
~~OrderTotal~~	~~$33,436.10~~
Deposit Req 50%	**$16,718.05**

Revised order total excluding tax $31,749
March 31, 2025

Charles R Schimmel

SALESPERSON: _____ DATE: _____

ACCEPTED BY: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

For: City of Romulus

FUNDS VERIFICATION FORM

DEPARTMENT: DDA
FUND NAME: Project Cost
ACCOUNT NUMBER/S: 101-728-980.000
PURPOSE FOR REQUEST: Additional work needed to complete project.
AMOUNT OF EXPENDITURE: $45,537.80
SIGNATURE OF DEPARTMENT HEAD: Jerry Frayer
FUNDS CURRENTLY AVAILABLE: $276,123.88
FINANCE DEPARTMENT APPROVAL:
DATE: 4/1/2025

City of Romulus

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

Council Meeting Held: **April 14, 2025**

Item No. A.
General Description: Second Reading and Final Adoption of Budget Amendment 24/25-15

Resolution No. _____

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

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

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

[Do

Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

City Council

John Barden, Mayor Pro Tem

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: **Romulus City Council** Date Submitted: **4/10/2025**

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

Department: **Clerks Office**

Council Meeting of: **April 14, 2025**

TITLE/DESCRIPTION OF ITEM

Second Reading and Final Adoption of Budget Amendment 24/25-15

ACTION REQUESTED

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

RECOMMENDED RESOLUTION/ACTION

To approve the Second Reading and Final Adoption of Budget Amendment 24/25-15 to used the fund balance and corresponding expenses in Capital Outlay 101-751-971.000 in the amount of $60,000.00 for the purchase of playground equipment at Mary Ann Banks Park.

This budget amendment was introduced at the 3/24/25 Council Meeting.

OFFICE USE ONLY

Approved for Council Agenda: ☑

AGENDA ITEM # .**6A**

BUDGET AMENDMENT FORM

INCREASE		DECREASE	
Account Number /Name	Amount	Account Number /Name	Amount
101-751-971.000 Capital Outlay	$ 60,000	101-000-390.000 Fund Balance	$ 60,000
TOTAL	**$ 60,000**	**TOTAL**	**$ 60,000**

PURPOSE:

New playground equipment for Mary Ann Banks Park

DATE: 3/13/2025

Department Head Signature: Maria Farris 3.13.2025

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.

MEMORANDUM

TO: Mayor Robert A. McCraight

FROM: Finance Department

DATE: 3/13/2025

SUBJECT: Budget Amendment 24-25-15 MEF

FUND/DEPT. ACCOUNT NO.	ACCOUNT NAME	CURRENT FUND BALANCE	AMENDMENT	AMENDED BUDGET
101-751 General Fund				
Fund Balance				
101-000-390.000	Fund balance	11,868,018	60,000	11,808,018
Expense				
101-751-971.000	Capital Outlay	-	60,000	60,000

Mary Ann Banks Park equipment purchase.

City of Romulus

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

Council Meeting Held: **April 14, 2025**

Item No. B.
General Description: City Acquisition of Parcels

Resolution No. _____

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

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

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

[Do

Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

City Council

John Barden, Mayor Pro Tem

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

Romulus
Home of Opportunity

CITY COUNCIL AGENDA ITEM

REQUEST FORM

Submitted to: **Romulus City Council** Date Submitted: **4/10/2025**

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

Department: **Clerks Office**

Council Meeting of: **March 24, 2025**

TITLE/DESCRIPTION OF ITEM

Acquisition of Parcels

ACTION REQUESTED

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

RECOMMENDED RESOLUTION/ACTION

To concur with the recommendation of the Property Disposition Committee and approve the acquisition of parcel # 80 006 99 0003 002 and parcel # 80 006 99 0014 001.

OFFICE USE ONLY

Approved for Council Agenda: ☑

AGENDA ITEM # .**6B**

Memorandum

To: Ellen Craig-Bragg, City Clerk

From: Property Disposition Committee

(J. Albert, E. Craig-Bragg, G. Harris, K. Krause & T. Leininger)

cc: Robert McCraight, Mayor

Date: April 3, 2025

Subject: Acquisition of 80 006 99 0003 002 & 80 006 99 0014 001

United Methodist Union of Greater Detroit owns two parcels on Van Born/Henry Ruff. They purchased them several years ago to construct a new church, but their plans changed. They have offered to deed both parcels to the City of Romulus at no cost.

The Property Disposition Committee respectfully requests City Council concurrence on the following recommendation:

> **To approve the acquisition of two parcels of described as: PT OF NW 1/4 SEC 2 T3S R9E DESC AS BEG S89DEG 35M 30S W 785.06FT AND S42DEG 12M 20S W 312.52FT FROM N 1/4 COR SEC 2 TH S42DEG 12M 20S W 449.58FT TH N00DEG 00M 45S E 500.87FT TH N89DEG 35M 30S E 180.60FT TH S00DEG 00M 45S W 170FT TH N89DEG 35M 30S E 121.35 FT TO POB 1.85 AC (aka 80 006 99 0003 002)**
>
> **And**
>
> **PT OF NW 1/4 SEC 2 T3S R9E BEG DUE S 59.68FT AND N89DEG 37M 36S E 977.33FT FROM NW 1/4 COR SEC 2 TH N89DEG 37M 36S E 324.10FT TH S0DEG 02M 14S E 500.86FT TH S43DEG 59M 56S W 114.23FT TH S89DEG 52M 20S W 241.28FT TH N0DEG 22M 24S W 581.48FT POB 4.23 AC (aka 80 006 99 0014 001) via quit claim deed.**

I have attached copies of the real estate summary sheets for each parcel, a copy of the relevant tax map page, and an aerial view of the site.

Either Kevin Krause or Julie Albert will be in attendance.

Real Estate Summary Sheet

Information herein deemed reliable but not guaranteed 04/03/2025 10:52 AM

Parcel:	80 006 99 0003 002	**Current Class:**	202.COMMERCIAL-VACANT
Owner's Name:	UNITED METHODIST UNION OF	**Previous Class:**	202.COMMERCIAL-VACANT
Property Address:	VAN BORN ROMULUS, MI 48174	**Taxable Status**	TAXABLE
		Prev. Taxable Statu	TAXABLE
Liber/Page:	**Created:** / /	**Gov. Unit:**	80 CITY OF ROMULUS
Split:	/ / **Active:** Active	**MAP #**	
		School:	82130 ROMULUS COMMUNITY SCHOOLS
Public Impr.:	Paved Road, Water, Sewer, Electric, Gas	**Neighborhood:**	COM01 COM - COMMERCIAL
Topography:	None		

Mailing Address:

UNITED METHODIST UNION OF
GREATER DETROIT
REV CAROL J JOHNS
8000 WOODWARD AVE
DETROIT MI 48202-2528

Description:

02C2
PT OF NW 1/4 SEC 2 T3S R9E DESC AS BEG S89DEG 35M 30S W 785.06FT AND S42DEG 12M 20S W 312.52FT FROM N 1/4 COR SEC 2 TH S42DEG 12M 20S W 449.58FT TH N00DEG 00M 45S E 500.87FT TH N89DEG 35M 30S E 180.60FT TH S00DEG 00M 45S W 170FT TH N89DEG 35M 30S E 121.35 FT TO POB
1.85 AC

Most Recent Sale Information

Sold on 01/29/2008 for 155,000 by WOODARD, JAMES L.

Terms of Sale: 03-ARM'S LENGTH **Liber/Page:**

Most Recent Permit Information

None Found

Physical Property Characteristics

2026 S.E.V.:	Tentative	**2026 Taxable:**	Tentative	**Lot Dimensions:**	
2025 S.E.V.:	56,800	**2025 Taxable:**	44,093	**Acreage:**	1.54
Zoning:	C2-GEN	**Land Value:**	Tentative	**Frontage:**	561.0
PRE:	0.000	**Land Impr. Value:**	Tentative	**Average Depth:**	119.2

Improvement Data

None

Image

Real Estate Summary Sheet

Information herein deemed reliable but not guaranteed 04/03/2025 10:52 AM

Parcel:	80 006 99 0014 001	**Current Class:**	202.COMMERCIAL-VACANT
Owner's Name:	UNITED METHODIST UNION OF	**Previous Class:**	202.COMMERCIAL-VACANT
Property Address:	VAN BORN ROMULUS, MI 48174	**Taxable Status**	TAXABLE
		Prev. Taxable Statu	TAXABLE
Liber/Page:	**Created:** / /	**Gov. Unit:**	80 CITY OF ROMULUS
Split:	/ / **Active:** Active	**MAP #**	
		School:	82130 ROMULUS COMMUNITY SCHOOLS
Public Impr.:	None	**Neighborhood:**	COM01 COM - COMMERCIAL
Topography:	None		

Mailing Address:

UNITED METHODIST UNION OF
GREATER DETROIT
REV CAROL J JOHNS
8000 WOODWARD AVE
DETROIT MI 48202-2520

Description:

02G1A1
PT OF NW 1/4 SEC 2 T3S R9E BEG DUE S 59.68FT AND N89DEG 37M 36S E 977.33FT FROM NW 1/4 COR SEC 2 TH N89DEG 37M 36S E 324.10FT TH S0DEG 02M 14S E 500.86FT TH S43DEG 59M 56S W 114.23FT TH S89DEG 52M 20S W 241.28FT TH N0DEG 22M 24S W 581.48FT POB
4.23 AC

Most Recent Sale Information

Sold on 11/29/2007 for 275,000 by DAKMAK, GEORGE-MARY ELLEN.

Terms of Sale: 03-ARM'S LENGTH **Liber/Page:**

Most Recent Permit Information

None Found

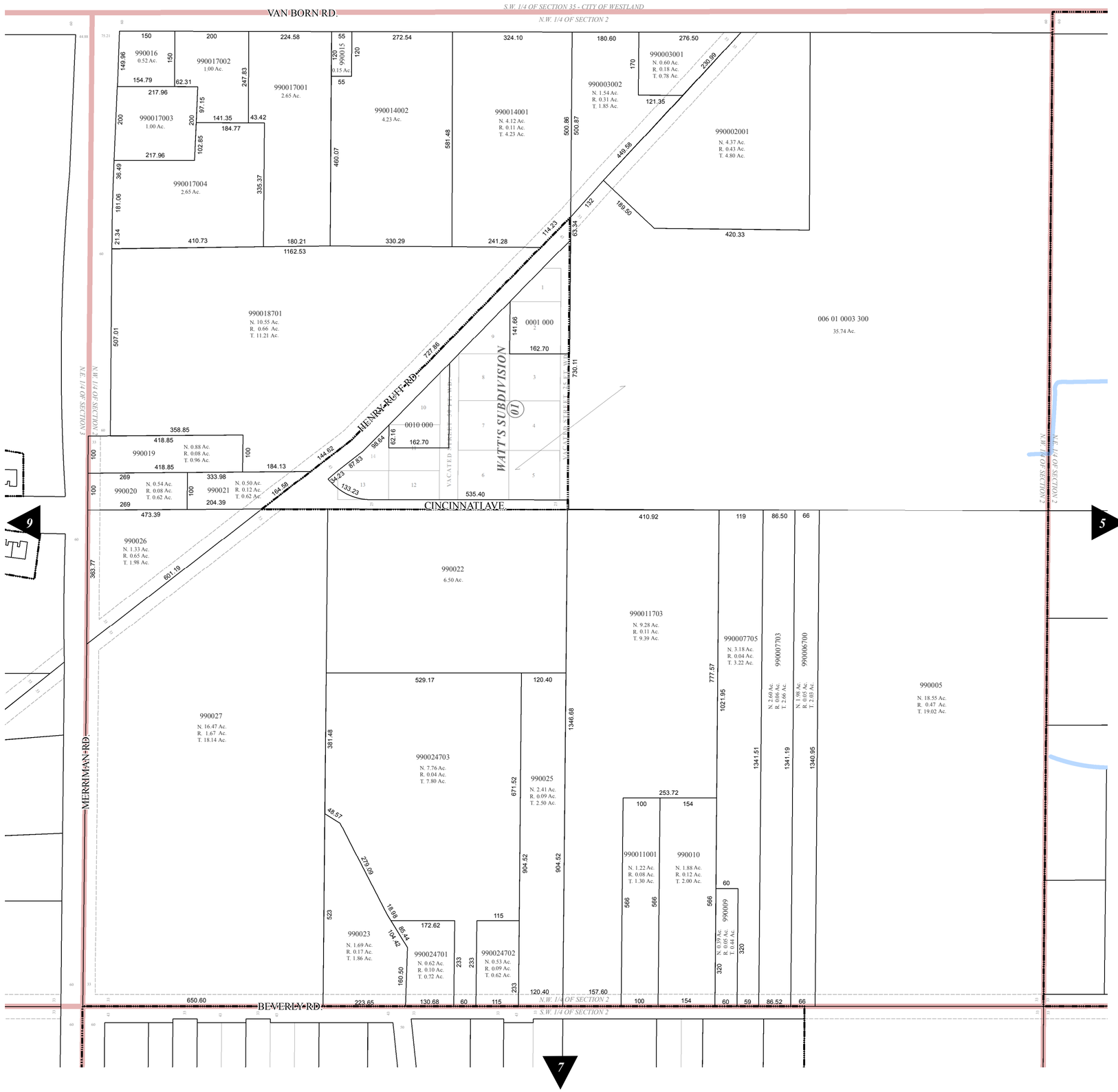
Physical Property Characteristics

2026 S.E.V.:	Tentative	**2026 Taxable:**	Tentative	**Lot Dimensions:**	
2025 S.E.V.:	152,300	**2025 Taxable:**	135,008	**Acreage:**	4.12
Zoning:	C2-GEN	**Land Value:**	Tentative	**Frontage:**	704.1
PRE:	0.000	**Land Impr. Value:**	Tentative	**Average Depth:**	294.4

Improvement Data

None

Image



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

LAST UPDATED: DECEMBER 11, 2009

Created:	**6/1/41**					
Revised:	1/5/44	11/7/56	10/20/70	1/23/85	5/23/94	
	7/24/44	7/30/57	9/1/71	4/26/85	3/25/96	
	1/3/46	6/28/60	2/28/72	10/2/89	9/4/90	
	1/14/47	7/19/62	3/30/78	9/4/90	12/11/09	
	5/3/51	2/15/67	9/11/78	8/4/92		
	6/30/55	7/31/70	6/23/83	6/18/93		

FOR PARCEL INFORMATION AND LEGAL DESCRIPTIONS
PLEASE VISIT OUR WEBSITE

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N.W. 1/4 SECTION 2

CITY OF ROMULUS

T. 3 S. R. 9 E.

WAYNE COUNTY, MICHIGAN

SCALE 1 INCH = 200 FEET

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City of Romulus

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

Council Meeting Held: **April 14, 2025**

Item No. C.
General Description: Request to amend Resolution No. 25-089

Resolution No. _____

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

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

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

[Do

Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

City Council

John Barden, Mayor Pro Tem

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: **Romulus City Council** Date Submitted: **4/10/2025**

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

Department: **Clerks Office**

Council Meeting of: **March 24, 2025**

TITLE/DESCRIPTION OF ITEM

Request to amend Resolution No. 25-089

ACTION REQUESTED

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

RECOMMENDED RESOLUTION/ACTION

To amend Resolution No. 25-089 changing the budget amendment number from 24/25-14 to 24/25-16 to correct the recently discovered duplication.

The amount of the budget amendment and the GL numbers used will not be impacted and will stay the same as originally approved.

OFFICE USE ONLY

Approved for Council Agenda: ☑

AGENDA ITEM # .**6C**

MEMORANDUM

DATE: April 3, 2025

TO: Honorable City Council,
Ellen L. Craig-Bragg, Clerk

FROM: Gary Harris, Assistant Finance Director

cc. Maria Farris, Finance Director

RE: BA 24/25-16 Tabulators - Numbering correction

At the regular meeting of the Romulus City Council held March 24, 2025 City Council approved the second reading of BA 24/25-14 for 3 Election Tabulators. It has been found that BA 24/25-14 is a duplicate number.

Please accept this memo as a request to change the number of this budget amendment to BA 24/25-16 so the numbers are not duplicated. The amount of the budget amendment and the GL's used will not be impacted and will stay the same as originally approved.

If you should have any questions or require additional information, please feel free to contact myself or Finance Director, Maria Farris. We would be happy to address your specific concerns by e-mail at gharris@romulusgov.com or mfarris@romulusgov.com.

Thank you,

Gary Harris

Gary Harris
Assistant Finance Director

Finance

CITY OF ROMULUS

RESOLUTION 25-089

At the Regular Meeting of the Romulus City Council of Romulus, Michigan, held on **Monday, March 24, 2025**, the following resolution was offered by Councilwoman **Tina Talley** and seconded by Councilman **Harry Crout**

> ***To approve the Second Reading and Final Adoption of Budget Amendment 24/25-14 in the amount of $26,779.00 for the trade-in of three (3) ICP1 Tabulators for three (3) ICP2 Tabulator with a $3,000.00 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.***

Roll Call Vote:
Ayes – ***Abdo, Barden, Crout, Jones, Roscoe, Talley***
Nays – ***None***
Absent/Excused – ***Wadsworth***
Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan, certify the foregoing to be a true copy of a resolution duly adopted by the Romulus City Council at a Regular Meeting held on the 24th day of March 2025.

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

City of Romulus

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

Council Meeting Held: **April 14, 2025**

Item No. D.
General Description: Approval of Demolition List 24-01

Resolution No. _____

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

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

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

MEMORANDUM

To: Honorable City Council

From: Ellen L. Craig-Bragg, City Clerk

Cc: D'Sjonaun Hockenhull, Deputy City Clerk

Date: April 10, 2025

Re: Demolition List 24-01

The Construction Board of Appeals held a demolition hearing on Tuesday, February 11, 2025. The Construction Board of Appeals recommends to Romulus City Council – demolition of the following structures:

A. 34139 Beverly Rd, single-family residential structure, garage, slab

B. 35930 Beverly Rd, single-family residential structure, garage, slab

C. 35875 Bibbins, single-family residential structure

D. 6965 Birchdale, single-family residential structure, (3) - sheds

E. 6355 Cordell, single-family residential structure, garage, shed

F. 35523 Goddard, single-family residential structure, (2) garages

G. 11201 Middlebelt, single-family residential structure with attached garage, shed

H. 29805 Van Born, single-family residential structure

I. 29815 Van Born, single-family residential structure, garage, shed

J. 35854 Vinewood, single-family residential structure, shed, slab

K. 6577 Washington, single-family residential structure, shed

L. 11114 Whitehorn, single-family residential structure, shed

In accordance with Chapter 8, Section 8-157 of the Romulus Code of Ordinances, the City Council held a public hearing on Monday, March 10, 2025, at 6:00 p.m.

It is requested that the Council concur with the recommendation of the Construction Board of Appeals and approve the demolition of structures and removal of debris located at 34139 Beverly Rd., 35930 Beverly Rd., 35875 Bibbins, 6965 Birchdale, 6355 Cordell, 35523 Goddard, 11201 Middlebelt Rd., 29805 Van Born Rd., 29815 Van Born Rd., 35854 Vinewood, 6577 Washington, and 11114 Whitehorn, and let bids for a demolition contractor.

MEMORANDUM

TO: Ellen Craig-Bragg, City Clerk

FROM: Jeff Kemp, Director, Building & Planning Department

SUBJECT: **Demolition List 24-01**

DATE: April 9, 2025

The Construction Board of Appeals held a demolition hearing on Tuesday, February 11, 2025 and a Public Hearing was held on Monday, March 10, 2025. The Construction Board of Appeals recommended to Romulus City Council, demolition of the following structures:

A. 34139 Beverly Rd, single-family residential structure, garage, slab

B. 35930 Beverly Rd, single-family residential structure, garage, slab

C. 35875 Bibbins, single-family residential structure

D. 6965 Birchdale, single-family residential structure, (3) - sheds

E. 6355 Cordell, single-family residential structure, garage, shed

F. 35523 Goddard, single-family residential structure, (2) garages

G. 11201 Middlebelt, single-family residential structure with attached garage, shed

H. 29805 Van Born, single-family residential structure

I. 29815 Van Born, single-family residential structure, garage, shed

J. 35854 Vinewood, single-family residential structure, shed, slab

K. 6577 Washington, single-family residential structure, shed

L. 11114 Whitehorn, single-family residential structure, shed

Should City Council concur with the recommendations of the Construction Board of Appeals to approve demolition of the aforementioned structures, it is also requested that an additional item be included on the agenda for a resolution to let bids for a demolition contractor.

Copies of the minutes of the Construction Board of Appeals meeting of 2/11/2025 are attached for your reference. If additional information is needed, please contact this office.

CITY OF ROMULUS
CONSTRUCTION BOARD OF APPEALS
TUESDAY, FEBRUARY 11, 2025
10:00 AM

1. **Call to order:** The meeting was called to order by Chair Chandler at 1:00pm.

2. **Pledge of Allegiance:** All participated in the Pledge of Allegiance.

3. **Roll Call Showing:** Sheldon Chandler
Phillip Franklin
Charles Lindenmuth (arrived 10:06am)
Richard Rutherford

Excused: Frederick Hay

Also present: Jeffrey Kemp, Building & Planning Director
Bambie Stanley, Secretary
David Zarazua, Building Ordinance Officer

4. **Approval of Agenda:**

MOTION by Rutherford, support by Franklin, to approve the agenda as published.
Roll Call vote: Ayes – Rutherford, Franklin, Chandler. Nays – none. Motion carried 3-0.

AGENDA

1. Call to order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approval of the minutes of the Construction Board of Appeals meeting held on Wednesday, June 14th, 2023.
6. Petitions
    A. 34139 Beverly Rd, single-family residential structure, garage, slab
    B. 35930 Beverly Rd, single-family residential structure, garage, slab
    C. 35875 Bibbins, single-family residential structure

D. 6965 Birchdale, single-family residential structure, (3) - sheds

E. 6355 Cordell, single-family residential structure, garage, shed

F. 35523 Goddard, single-family residential structure, (2) garages

G. 11201 Middlebelt, single-family residential structure with attached garage, shed

H. 29805 Van Born, single-family residential structure

I. 29815 Van Born, single-family residential structure, garage, shed

J. 35854 Vinewood, single-family residential structure, shed, slab

K. 6577 Washington, single-family residential structure, shed

L. 11114 Whitehorn, single-family residential structure, shed

7. Old Business

8. Miscellaneous Business

9. Adjournment

5. Approval of the minutes of the Construction Board of Appeals meeting held on Wednesday, June 14th, 2023

MOTION by Rutherford, support by Franklin, to approve the June 14, 2023 minutes of the Construction Board of Appeals meeting as submitted.

Roll Call vote: Ayes – Rutherford, Franklin, Chandler. Nays – none. Motion carried 3-0.

6. Petitions

Photographs were presented as part of the background information on the properties listed below.

A. 34139 Beverly Rd, single-family residential structure, garage, slab

Earl Beanum was present on behalf of Eddie Beanum, regarding 34139 Beverly Road.

Mr. Beanum said he had been in contact with Building and Planning Director Kemp and understood that the City had been holding over $15,000 related to fire damage on this property.

Director Kemp explained that funds held under fire withholding will be released to the owner upon the demolition process being completed by the owner's hired contractor. The fire damage occurred in November 2023, and Director Kemp's understanding was that the owner was going to take care of demolition. Once Mr. Beanum's contractor pulled a permit for demolition, the property would be removed from the demolition list.

Mr. Beanum said they had not yet chosen a contractor to do the demolition. The water was turned off by the City soon after the fire. The DTE disconnects have been done.

Mr. Lindenmuth arrived at 10:06am.

Director Kemp explained that even though the water had been turned off, the actual water and sewer disconnect had not occurred but could be scheduled with the Department of Public Works within the next 90 days, allowing permits to be pulled and demolition to go forward during that time period.

MOTION by Rutherford, support by Franklin, that the owner of the property at 34139 Beverly Road has 90 days for his contractor to obtain demolition permits, and in the meantime the property will remain on the demolition list.

Roll Call vote: Ayes – Rutherford, Franklin, Lindenmuth, Chandler. Nays – none.
Motion carried 4-0.

Mr. Beanum noted that someone had come to his aunt's property in Detroit with a copy of the certified letter that she had received, asking what the plans were for the property. Director Kemp said that person was not a representative of the City and likely pulled the posted notice off the house, even though this is illegal.

B. 35930 Beverly Rd, single-family residential structure, garage, slab

Elissa Warren, owner of 35930 Beverly Road, was present. She noted that when she visited the property today the front door was in place, even though the pictures provided this evening showed the door had been kicked in or otherwise removed.

Building and Planning Director Kemp said the pictures were recent, and Chair Chandler said the door had not been in place when he drove by the property.

Director Kemp said that Ms. Warren had owned the property since 2015 and had been in touch with the City about renovating and/or selling the property. On February 4, 2025 the City had done a walk-through certification inspection, with both Building and Electrical inspectors. Both inspectors concluded the building needs to be completely renovated to code by licensed contractors. The home has been sitting vacant for almost a decade and the City has received complaints from the neighbors.

Ms. Warren said she listed the property for sale about two weeks ago and received numerous calls. However, she pulled the property off the market when she learned that the inspection needed to be done before the property was listed for sale. She and her husband had then done a walkthrough of the property with the City inspectors as already stated. The property has a solid structure but requires extensive renovation, including work on the drywall and the ceiling. Raccoons have ripped up the insulation. The garage door needs to be replaced, and the property needs to be cleared of debris on the inside and outside. Their plan is to get the outside cleaned up and then place the property back on the market.

In response to questions, Ms. Warren said that several people expressed interest in purchasing the property because of the value of the land.

Chair Chandler asked if 90 days would be an appropriate time to give the homeowner to make sure demolition permits were pulled.

Director Kemp explained that any buyer would need to be aware of the results of the city inspection of the property, including the list of necessary repairs and what is required to make the home habitable. A licensed contractor will need to pull permits to do renovations and get inspections.

Director Kemp said the City cannot allow the home to remain in its current condition. If the home stayed on the demolition list in approximately 6 months the City would have finished its processes and would be ready to demolish.

Chair Chandler asked Ms. Warren if a 90-day time period seemed reasonable to her. Ms. Warren said, “Yes it does.”

MOTION by Rutherford, support by Lindenmuth, that the owner or future owner of the property at 35930 Beverly Road has 90 days to obtain permits for property renovation or demolition. In the meantime, the property will remain on the demolition list.

Roll call vote: Ayes – Rutherford, Lindenmuth, Franklin, Chandler. Nays – none.
Motion carried 4-0.

C. 35875 Bibbins, single-family residential structure

Owner Sherry Hester was present on behalf of the property at 35875 Bibbins. Ms. Hester said that she had some work done on the property last summer, including a new roof. She will be getting new windows for the house soon. She wants to renovate the entire home, which was her parents’ home.

In response to questions, Ms. Hester said the house had not been lived in for about 10 years. The last resident was her brother, whom she eventually had to evict.

Director of Building and Planning Kemp pointed out that no permit had ever been pulled for the roof, and he was uncertain as to the extent of the work done. No City inspectors had ever done any inspections or been inside the home. There is no Certificate of Occupancy. The City will work with Ms. Hester if she wants to renovate the home, but first a walk-though inspection should be scheduled, and permits should be pulled for the renovation. No one can live in the house until a Certificate of Occupancy is issued.

Ms. Hester said she had contractors coming to look at the house and quote the work that needs to be done, including the windows and the front porch. She was hoping to have the work done within 6 months. She and her son live in the little house next door and hoped to move into the larger home soon.

Ms. Hester said she would schedule a walk through inspection with city staff in the next couple of weeks.

Ms. Hester said she had paid a contractor $15K to work on the house, but he had taken her money and never done the work. She had tracked the contractor down to his location in Ypsilanti and was going to be following up with him regarding this situation.

Director Kemp said that no contractor had ever reached out the City regarding this property. He gave his card to Ms. Hester and asked her to get in touch to schedule the walk-through of the home. As Ms. Hester had already stated, this should be done within the next couple of weeks. The property will stay on the demolition list until permits are pulled.

MOTION BY Lindenmuth, support by Franklin, that the property at 35875 Bibbons, remain on the demolition list until the proper permits for renovation are pulled.

Roll call vote: Ayes – Lindenmuth, Franklin, Rutherford, Chandler. Nays – none.
Motion carried 4-0.

D. 6965 Birchdale, single-family residential structure, (3) - sheds

Owner Roger Carmickle was present on behalf of the property located at 6965 Birchdale. Mr. Carmickle explained that the trucking company located behind this property is interested in purchasing it and is fully aware that the building must be demolished. Mr. Carmickle needs to get a copy of the Title or Deed from the Wayne County registrar's office and needs to get the house cleaned out.

Mr. Carmickle said that since his wife passed, he had been unable to care about the house and property.

Building and Planning Director Kemp said he has spoken with Sammy at All Pro Logistics. The company has been trying to purchase properties in the area, and they are likely to purchase this property, as Mr. Carmickle had already stated. In the meantime, Director Kemp recommended

keeping the property on the demolition list. He encouraged Mr. Carmickle to stay in touch with Sammy at All-Pro Logistics and with the City.

MOTION by Franklin, support by Rutherford, that the Construction Board of Appeals follow the recommendation of the Building Department, and that 6965 Birchdale remain on the demolition list.

Roll call vote: Ayes – Franklin, Rutherford, Lindenmuth, Chandler. Nays – None.
Motion carried 4-0.

E. 6355 Cordell, single-family residential structure, garage, shed
No one was present representing this case.

Building and Planning Director Kemp said that in 2024 Water Department staff went to the house at 6355 Cordell to do a meter change and based on what they saw reported the property to the Building Department. Upon a walk-through inspection, it was discovered the house was uninhabitable and unsafe, and the property was posted. At the time the person living in the home was the owner's daughter, and she moved out shortly thereafter; the home has been vacant ever since.

MOTION by Rutherford, support by Franklin, that the property at 6355 Cordell remain on the demolition list.

Roll Call vote: Ayes – Rutherford, Franklin, Lindenmuth, Chandler. Nays – none.
Motion carried 4-0.

F. 35523 Goddard, single-family residential structure, (2) garages
Owner Tony Williams was present on behalf of the property at 35523 Goddard. Mr. Williams said that he had spoken with Building and Planning Director Kemp regarding demolition of the property. The gas and electric have been disconnected. They will work with the City to disconnect the water. They were asking if the last garage – which was on a separate parcel – could remain, as they stored lawn and other equipment in that garage to maintain the exterior of the property, including removal of dead or damaged trees on the site.

In response to questions, Mr. Williams said they hoped to have the demolition complete by the end of April. Director Kemp said this was an acceptable time frame. However, he could not approve leaving a garage on the property, as the ordinance prohibited having an accessory structure without a primary structure on a lot. The accessory structure would have to be removed as well. The fact that it was on a separate property did not change the requirement that it needed to be removed. Mr. Williams only recourse regarding leaving a garage standing on an otherwise vacant lot was to seek a variance from the Zoning Board of Appeals.

It came out in discussion that the property was zoned CBD, which allowed for mixed use in the downtown, including residential and commercial uses.

MOTION by Rutherford, support by Franklin, to allow the property owner of 35523 Goddard a 90 day window to secure the permits and demolish the buildings, and in the meantime the property will remain on the demolition list.

In response to further questions from Mr. Williams, Director Kemp said the water and sewer tap disconnect had to be done by the City. The bond attached to the property will be issued to Mr. Williams when the demolition was complete.

Since the cost of the sewer and water shutoff is $1800, Mr. Williams asked if some of the bond could be used to cover that amount. Director Kemp said he would find out the answer to this question.

Mr. Williams asked what uses would be allowed on this property. Director Kemp said this question should be directed to Director Krause in the Economic Development Department. He noted that the City is particularly interested in the future development of the site, as it serves as a gateway to the downtown area.

Roll Call vote: Ayes – Rutherford, Franklin, Lindenmuth, Chandler. Nays – None.
Motion carried 4-0.

G. 11201 Middlebelt, single-family residential structure with attached garage, shed
No one was present representing this property.

Building and Planning Director Kemp said that this residential property had been vacant for a very long time, and there had been no contact from the owner. There had been a variety of enforcements against the property since 2007. The property is zoned M-2 and can no longer be a residential property.

Motion by Rutherford, support by Franklin, that the property at 11201 Middlebelt remains on the demolition list.

Roll Call vote: Ayes – Rutherford, Franklin, Lindenmuth, Chandler. Nays – none.
Motion carried 4-0.

H. 29805 Van Born, single-family residential structure
I. 29815 Van Born, single-family residential structure, garage, shed

Items H. and I. were heard together, since both are on the same parcel.

Planning and Building Director Kemp said that both of these addresses had been discussed at the June 14, 2023 CBOA meeting and were on the demolition list at that time, when the owners asked that the City work with them. City staff did visit the properties, and the properties were pulled off the demolition list. Since then, communication had grown silent, and the two addresses needed to be placed back on the demolition list. The homes have lost their nonconforming status in the M-1 district and can no longer be residential homes on that lot. Both houses are in really bad shape.

Motion by Rutherford, support by Franklin, that the properties at 29805 Van Born and 29815 Van Born remain on the demolition list and be referred to City Council.

Roll Call vote: Ayes – Rutherford, Franklin, Lindenmuth, Chandler. Nays – none.
Motion carried 4-0.

J. **35854 Vinewood, single-family residential structure, shed, slab**
No one was present representing this property.

Building and Planning Director Kemp said this property had been owned by the same person since 1995. There had been zero communication with the owner.

Board Member Franklin said that the original owner lives next door with his brother's widow.

Motion by Franklin, support by Rutherford, to leave the property at 35854 Vinewood on the demolition list.

Roll Call vote: Ayes – Franklin, Rutherford, Lindenmuth, Chandler. Nays – none.
Motion carried 4-0.

K. 6577 Washington, single-family residential structure, shed
No one was present on behalf of this property.

Building and Planning Director Kemp said this property had the same owner for the past 30 years but had not been occupied since 2014. The City is receiving complaints from the neighbors.

MOTION by Rutherford, support by Franklin, that the property at 6577 Washington remains on the demolition list.

Roll Call vote: Ayes – Rutherford, Franklin, Lindenmuth, Chandler. Nays – none.
Motion carried 4-0.

L. 11114 Whitehorn, single-family residential structure, shed
There was no one present to represent this property.

Building and Planning Director Kemp explained that the original owner had passed away and left the property to their daughter, who has lived in Georgia for over a decade with her military spouse. Director Kemp has been in touch with them, and they did clean the exterior of the property. However, the structure including the interior is in really bad shape. A part of the foundation is sinking. Previously, the daughter had indicated she was going to try to renovate the property as it was her childhood home, but in the meantime the home was deteriorating, with no recent contact with the new owner for 3-4 months.

MOTION by Lindenmuth, support by Rutherford, to place the property at 11114 Whitehorn on the demolition list.

Roll Call vote: Ayes – Lindenmuth, Rutherford, Franklin, Chandler. Nays – none.
Motion carried 4-0.

7. Old Business

None.

8. Miscellaneous Business

Building and Planning Director Kemp thanked the Board for their service to the City.

9. Adjournment

MOTION by Rutherford, support by Franklin, to adjourn the meeting at 11:10am.

Roll Call vote: Ayes – Rutherford, Franklin, Lindenmuth, Chandler. Nays – none.
Motion carried 4-0.

City of Romulus

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

Council Meeting Held: **April 14, 2025**

Item No. E.
General Description: **FOR YOUR INFORMATION:** 2024 Planning Commission Year End Report

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Resolution No. _____

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

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

MOTION CARRIED UNANIMOUSLY | MOTION CARRIED | MOTION FAILED

City of Romulus **Planning Commission**
2024 Annual Report

The Planning Commission of the City of Romulus is governed by the Michigan Planning Enabling Act P.A. 33 of 2008, as amended and Chapter 42 of the Romulus Code of Ordinances.

The Planning Enabling Act requires that the Planning Commission provide an annual report to the City Council as the legislative body of the City. This report discusses Planning Commission membership and staffing; operations during the past year; the status of on-going planning activities; and future projects.

PLANNING COMMISSION MEMBERSHIP

In 2024 the Planning Commission membership was as follows:

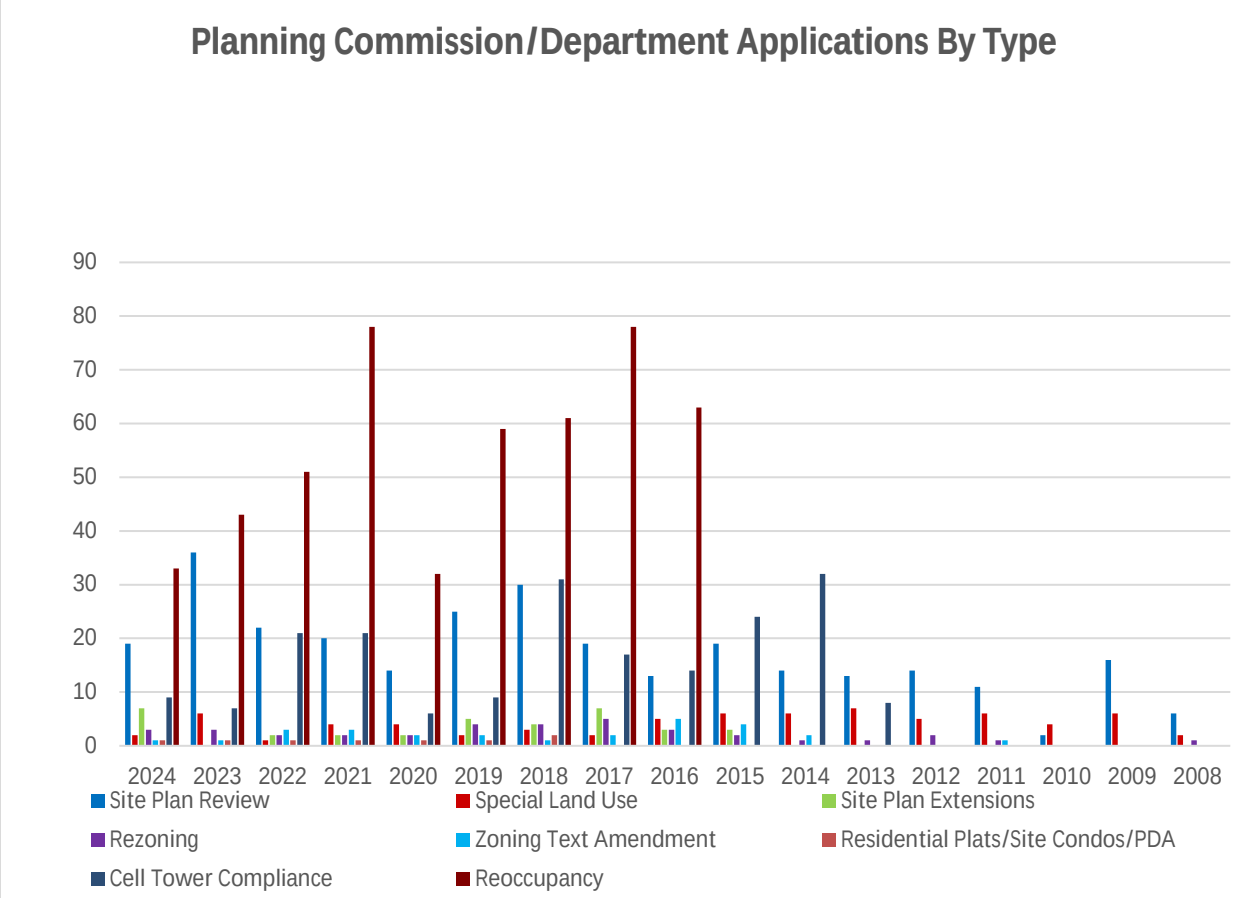
Member	Designation	Term	
Cathy M. Freitag, Chairperson	Public Health	1-31-25	(Res#22-019)
Daniel McAnally, Vice Chairperson	Education	1-31-26	(Res#22-312)
Adewunmi Gbogboade, Secretary	Transportation	1-31-27	(Res#24-005)
Celeste Roscoe, Liaison to City Council	Government	CC Term	(Res#21-328)
Jerry Frederick, Commissioner, Liaison to the Board of Zoning Appeals (BZA)	Industry & Commerce	1-31-27	(Res#24-005)
James Crova, Commissioner	Aviation	1-31-26	(Res#22-312)
Mike Glotfelty, Commissioner	Agriculture	1-31-27	(Res#24-005)
Edna Talon-Jemison, Commissioner	Natural Resources	1-31-27	(Res#24-005)
Emery Long, Commissioner	Recreation	1-31-25	(Res#24-005)

PLANNING DEPARTMENT STAFFING

In 2024, the Planning Commission was staffed by the Planning Department, comprised of Jeff Kemp, Director of Building and Planning; Carol Maise, City Planner; and Kayla Hubbard, Senior Secretary. When needed, the Planning Department utilized the consulting services of Carlisle Wortman and Associates for planning and zoning assistance. CWA (John Enos and Doug Lewan) assisted on rezoning, special land use, and site plan reviews; zoning interpretations; and Zoning Ordinance amendments. OHM, Engineering Advisors (Jessica Katers and Lindsey Hakala), the City's consulting engineers, performed engineering, traffic, architectural, lighting and landscape reviews on development proposals. Ritter GIS, Inc. updated the City's Zoning Map and prepares other maps as requested. All of OHM's and CWA's fees associated with development review were covered by developer review fees.

PLANNING COMMISSION ACTIVITY

The Planning Commission met 10 times during 2024 to review site plans, special land uses, and conditional rezonings; site plan extensions and waivers; and to discuss Zoning Ordinance amendments. Developments considered by the Planning Commission, of which seven required public hearings, included the following fueling/charging stations: Sheetz II, Maverick (fka Kum & Go), Quik Trip, Safeway Oil Service Center, Tesla Supercharger EV Charging Facility, and Pilot Travel Center; trucking facilities including A-1 Singh Trucking; Global Truck Repair, and Goddard Overflow Lot; warehouse and industrial development for NorthPoint Industrial Phase II, Buck's Oil (similar use determination), Savoy Energy Oil Well, and OPUS Group Condominium; Avis Budget Rental Car Storage Facility; and commercial development for Premier Hospitality Romulus Hotels (Residence Inn and LivSmart Studios) and Motown Sports Group (development concept). The Planning Commission also considered a Zoning Ordinance text amendment to Section 3.06 – Commercial Vehicles which they recommended to the City Council. Administrative (revised) site plan reviews consisted of 67 reviews. Development inquiries included 19 projects that are in the system at the conceptual review stage. New development activity with associated pre-application meetings and site plan submittals, increased in 2024 however many of the submittals are not yet complete for Planning Commission review.



2024 Planning Department Submittals	
Project Number and Name	**Review Status**
SPR-2024-001; Michigan Fuels	Pre-Application
SPR-2024-002; Avid Budget Car Rental Storage Facility	Withdrawn
SPR-2024-003; NorthPoint Phase II	Site Plan Conditionally Approved
SPR-2024-004; Abbasi Equipment	Withdrawn
SPR-2024-005; Romulus Development, LLC (fka Salvation Army)	Stalled
SPR-2024-006; Storage Of America	Pre-Application
SPR-2024-007; Premier Hospitality (Residence Inn/LivSmart)	Site Plan Conditionally Approved
SPR-2024-008; First Class Self Storage	Revised Site Plan Review
SPR-2024-009; Lincoln Property (McLane)	Pre-Application
SPR-2024-010; Buck's Oil	Similar Use Determination
SPR-2023-011; Tool Shop (Grant Road)	Pre-Application
SPR-2024-012; Middlebelt Car Rental	Pre-Application
SPR-2024-013; All Pro Logistics	Pre-Application
SPR-2024-014; RAC Solar Project	Administratively Approved
SPR-2024-015; BP EV Charging	Pre-Application
SPR-2024-016; Get N Go Fuel	Pre-Application
SPR-2024-017; Sheraton Hotel	Pre-Application
SPR-2024-018; National Fuel Transport	Pre-Application
SPR-2024-019; Service Group Solutions	Pre-Application

ON-GOING PLANNING ACTIVITY

The Planning Commission and Planning Department were involved in the following activities during 2024:

Zoning Ordinance Text Amendments. The Planning Commission recommended to the City Council approval of an amendment for Article 3.06, ***Parking and Storage of Recreational Vehicles, Commercial Vehicles and Automobiles in Residential Districts.***

Payment in lieu of Construction of Sidewalk. During 2024, $7,800 was collected as part of the development project for Kade Properties where monies were placed in this fund in lieu of construction of sidewalks. $101,213.55 from 2024 development will be forthcoming at construction commencement (Romulus Distribution Center, Project Wayne, and ETP Sunoco).

Reoccupancy and Zoning Compliance Reviews. The Planning Department processed 33 applications for the reoccupancy of nonresidential buildings in 2024. Some of these have led to site plan review for expansions and some are tenants occupying spec buildings previously approved by the Planning Commission.

Enforcement Initiatives. The Planning Department continued to assist the Building and Safety Department with the enforcement of the Zoning Ordinance utilizing BS&A, Building.Net software. Several unauthorized occupancies are now seeking site plan and reoccupancy approval to continue operating in the City.

BS&A/PZE Module. The Planning Department better utilized the City's software system for electronic data storage and project management. This allows for improved efficiency and better communication with other City departments. Updates to the planning and building process steps were added and input of Planning Department files have been part of the system utilization.

Inter-Department Activity. The Planning Department assisted the Clerk's Office in the reviews of liquor licenses, business registrations, and kennel licenses; the Assessor's Office with land divisions and address changes; and the Building Department with signs, re-occupancies, woodlands, food trucks and cell tower reviews; the Mayor's Office with special projects and resident complaints; the Ordinance Department with enforcement; and the DDA with development proposals, use determinations and ordinance interpretation.

City Website. Planning Department staff continues the updating of Planning Department applications and development activity on the City's website.

Planning Commission and Staff Training. Completed workshops through Michigan Association of Planners (3 Planning Commissioners, City Planner) and attendance of the Michigan Association of Planning Conference (2 Planning Commissioners, City Planning).

FUTURE PROJECTS and ACTIVITY

Some of the major projects activities that will be completed, continued or initiated in 2025 include:

Zoning Ordinance Update. While the Zoning Ordinance has been codified to include all amendments since 2011, an overall review by our new planning consultant, CWA will be started in 2025. Current amendments being considered include standards for the EV charging stations and long-term parking; zoning district standards including implementing a form-based code; private roads/street frontage and road standards; single-family accessory standards; landscaping, land divisions, and permitted vs. special land uses standards.

Master Plan Update. With the help of the Economic Development Department and Michael Baker International, the first workshop/listening session is scheduled for February 2025 for the Ecorse Road: Corridor Vision Master Plan update. A housing study is also underway by Economic Development. Both of these will be incorporated in the overall Master of Plan of Land Use which the Planning Commission will undertake in 2025.

Ordinance Updates. In addition to the Zoning Ordinance, updates to the Sign Ordinance and Woodlands Ordinance will be considered and coordinated with the Building and Safety and Ordinance Departments.

GIS/Zoning. With the BS&A software update, the Planning Department will continue to work with Ritter GIS and the City Assessor to add the zoning, master plan and existing land use layer to the City's GIS system and to update the associated maps. Ritter GIS will also begin complying data for a Development Activity Map.

Non-motorized Plan. As identified as a top priority in the Master Plan of Land Use, a non-motorized plan that coordinates with Wayne County, MDOT and adjacent communities' regional pathway plans was approved in 2021. As part of this process, use of the City's payment-in-lieu of construction of sidewalks fund will continue to be analyzed and project areas prioritized.

ACTION

The Planning Commission received this report at its March 17, 2025 meeting. A motion was made by Commissioner McAnally and supported by Commissioner Long to accept the report as written and recommend that the report be submitted to the Mayor and City Council. The motion was carried.

24.01 – DEMO STATUS

BIBBINS 35875 – Met property owner & her son on site for a walk thru, the interior of the home is gutted, there is water damage and rot to one side of the home. The property owner would like to rehab the home. I instructed her to speak with contractors and get bids and have plans submitted. Owner stated permits would be pulled and renovations would be on going within one year. Home needs complete renovation up to today's code. I have not heard any word or received any submittal as of the walk thru on 3/14/2025.

11201 Middlebelt Rd – I was contacted approximately one month ago by two separate attorney's claiming there is currently a property ownership dispute asking to postpone the demo. This was discussed at the public hearing. I reached out to both attorney's explaining that this home has been vacant and a blight in the City for years. I asked if they had a timeline to determine who the actual owner was and what their plan was moving forward. I have not heard from either attorney nor property owner in question since I replied to their email.

6577 Washington – Met property owner & her daughter on site, did a walk thru, the home is completely gutted inside. Property owner's daughter has expressed interest in rehab the home and adding an addition. I explained to them that in my opinion, it would be more costly to rehab and add an addition and less costly to demo the home and rebuild.

11114 Whitehorn – Property sold this past week to Kenneth Hickman, who has submitted a floor plan, but no construction plans as of yet. His plan is to completely rehab this home and property. I would like to keep it on the demo list in case he does not follow thru.

City of Romulus

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

Council Meeting Held: **April 14, 2025**

Item No. F.

General Description: **FOR YOUR INFORMATION:** Seventh Day Adventist Church Door-to-Door Advocacy

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Resolution No. _____

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

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

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

MEMORANDUM

To: **Honorable City Council**
Robert McCraight, Mayor
Stacy Paige, City Treasurer

From: **Ellen L. Craig-Bragg, City Clerk**

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

Date: **April 10, 2025**

Re: **FYI – Seventh Day Adventist Church**

Correspondence has been filed with the Clerk's Office inquiring on the policy of door to door advocacy within our community. It has been confirmed by the City Attorney that there are currently no orders restricting or limiting such activity. Further research of the City Code of Ordinance did not result in any findings regarding regulation of door to door advocacy as such activities do not fall under the definition of a "peddler" as prescribed in Chapter 46, Section 46-139 of the City Code of Ordinance. I have attached a copy of the ordinance to this memo.

Therefore I want to inform you that the Seventh-day Adventist Church Family Health and Education Resources Ministry plan to dispatch their student literature evangelists to go door to door distributing religious literature and other activities in the community starting June 1st through August 22nd, from 10:00am to 9:00 p.m.

Seventh-day Adventist® Church
MICHIGAN CONFERENCE

To Whom It May Concern:

I write today regarding evangelistic work that the Family Health and Education Resources ministry of the Seventh-day Adventist Church will soon be conducting in your community. Student literature evangelists will be going door-to-door distributing free religious literature, praying with community members, enrolling interested individuals in Bible Studies, and seeking donations to support the program.

The Literature evangelistic program of the Adventist Church has been in existence for well over 100 years and is an important part of the Church's missionary work and evangelism. As student literature evangelists they are following the Great Commission that Christ gave His followers in Matthew 28:18-20.

In order not to disturb the community or be bothersome, this program usually runs from 10:00am to 9:00pm, June 1 - August 22, 2025. Further, all our students carry identification recognizing them as part of the Family Health and Education Resources Program. They also carry radios or cell phones to contact their onsite leader, who can provide more information while in the field.

Some communities have ordinances governing door-to-door sales, canvassing, or solicitations. However, the Supreme Court has protected door-to-door advocacy based upon the free exercise and speech clauses of the First Amendment. The Court has been particularly suspicious of any prior restraint on these activities, such as requiring a permit or registration process. If your city has an ordinance that it believes applies to our activities, I ask that you contact us as soon as possible so we can discuss this.

We believe our evangelistic activities fall squarely within the protected zone of the First Amendment. Unless we hear differently, we do not plan on applying for any permit or registering prior to beginning our missionary work.

It is our desire to provide family, health and educational resources that will serve to bless local communities. We are happy to provide more specific information regarding the program upon request, and we look forward to working in your community and with your office as necessary.

PLEASE FORWARD THIS INFORMATION TO YOUR LOCAL POLICE/SHERIFF DEPARTMENT.

Please accept this letter as acknowledgment of our Family Health and Education Resources Seventh-day Adventist youth missionary project that will take place in your area. If you have any other questions, please don't hesitate to call us at 517-299-5024.

Respectfully yours,

David Pano
Literature Ministries Director

As confirmation that you received this information, we would ask that you please fill out the following and fax this letter back to the number below. *We understand that your signature is not an endorsement of our project, but simply recognition of our presence in your community.*

PLEASE PRINT

Name of county: _____

Name of city/twp/village (circle one): _____

Received by: _____

(Signature) **(Print Name)**

Date: _____

Return Fax Number: 517-458-8694

Return Email: fher@misda.org

5801 W Michigan Ave.
Lansing, MI 48917 www.misda.org

DIVISION 1. - GENERALLY

Sec. 46-139. - Definition.

Whenever the expression "peddler" is used in this article, it shall be deemed to and shall mean any person, whether principal or agent, who shall go in and upon the public streets, alleys, ways, parks and other places of public property of the city, traveling from place-to-place or from door-to-door of homes, offices, stores, hotels, restaurants or other places of business, engaged in selling at retail, or demonstrating a product or offering or taking orders to sell, barter, canvass or peddle to members of the public or to regular customers any article of goods, wares or merchandise, services, or other products not produced, manufactured or made by such person for no more than 30 minutes at any one location; provided that merchants having established places of business with a stock of goods, engaged in making deliveries only thereof, shall not be deemed to come within the scope of this article. Any person who, in the operation and conduct of his business, shall manufacture, produce or distribute any products, goods, wares, merchandise or services and shall as an established course of business employ agents who shall go in and about the streets of the city displaying and offering such goods, wares, merchandise or services for sale, or who shall take orders for sale or who shall sell at retail to the public or to established customers, shall each be deemed to be peddlers and subject to all the terms and conditions of this article. The term "peddler" shall also include "hucksters," "solicitors," and "street vendors," as such words are commonly used.

(1971 Comp., Ch. VII, Art. 1, § 44, Art. 2, § 4.01; Code 1999, § 23-16; Ord. No. 15-002, 3-23-2015)

Sec. 46-140. - Exemptions.

(a) This article shall not in any way affect or regulate trucks or motor vehicles operated within the city for the following purposes:
    (1) For the wholesale distribution and delivery of goods, wares and merchandise;
    (2) For the delivery to residences of milk, cream, dairy products and baked goods or other delivery of orders.
(b) This article shall not affect or regulate the sale or distribution of newspapers or students' school functions to raise money for school events.

(1971 Comp., Ch. VII, Art. 1, § 52; Code 1999, § 23-17; Ord. No. 15-002, 3-23-2015)

Sec. 46-141. - Restricted near recreation facilities.

It shall be unlawful for a licensee operating as a peddler under this article to go in and upon the public parks, playgrounds and swimming pools of the city or upon the grounds of any school or within a distance of 300 feet from the entrances and exits of any of the aforesaid places.

(1971 Comp., Ch. VII, Art. 2, § 4.06; Code 1999, § 23-18)

Sec. 46-142. - Helpers.

No peddler shall be entitled to more than one helper on foot for each vehicle used in the peddler's business.

(1971 Comp., Ch. VII, Art. 1, § 49(c); Code 1999, § 23-19)

Sec. 46-143. - Fresh meat.

No person shall sell or peddle raw meat upon any street, alley or public place.

(1971 Comp., Ch. VII, Art. 1, § 49(d); Code 1999, § 23-20; Ord. No. 15-002, 3-23-2015)

Sec. 46-144. - No stopping in one place.

No peddler shall stop or remain in any one place upon any street, alley or public place longer than necessary to make a sale for a customer wishing to buy.

(1971 Comp., Ch. VII, Art. 1, § 49(e); Code 1999, § 23-21)

Sec. 46-145. - Signs required.

All persons having a license issued under the provisions of this chapter, who are engaged in the selling of vegetables, fruits, produce, eggs, farm products and all kinds of manufactured articles, shall post on the premises where the merchandise is being sold, and in a conspicuous place, a legible sign in such form as may be approved by the police chief, clearly stating whether or not the merchandise so offered for sale was actually grown, produced or manufactured by the licensee.

(1971 Comp., Ch. VII, Art. 1, § 53; Code 1999, § 23-22)

Secs. 46-146—46-173. - Reserved.

City of Romulus

Treasurer's Report

Council Meeting Held: **April 14, 2025**

Item No. 7.

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

Public Comment

Council Meeting Held: **April 14, 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: **April 14, 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: **April 14, 2025**
Item No. 10.

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: **April 14, 2025**

Item No. A.
General Description: Approval of Warrant #: 25-07 for checks presented in the amount of $2,195,365.40.

Resolution No. _____

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

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

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

CITY OF ROMULUS
WARRANT REGISTER SUMMARY

Council Meeting Date: April 14, 2025
Warrant Number: 25-07

TOTAL WARRANT REGISTER **2,195,365.40**

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

CHECK DISBURSEMENT REPORT FOR CITY OF ROMULUS
CHECK DATE FROM 03/20/25 - 04/09/25

.

Fund		Amount
Total for fund 101	General Fund	249,418.33
Total for fund 202	Major Street Fund	6,952.93
Total for fund 203	Local Street Fund	18,552.42
Total for fund 205	Public Safety Fund	22,907.16
Total for fund 211	Cable TV	13.45
Total for fund 218	Merriman Rd. Spec. Assess	228.79
Total for fund 219	Street Lighting Fund	57,923.28
Total for fund 226	Garbage & Rubbish Collection Fund	1,150.99
Total for fund 245	Oakwood SAD	108.10
Total for fund 247	Tax Increment Finance Authority	202,827.43
Total for fund 248	Downtown Development Authority	76,793.81
Total for fund 260	Michigan Indigent Defense Fund	29,700.30
Total for fund 261	911 Service Fund	2,160.00
Total for fund 271	Library Fund	20,213.50
Total for fund 352	2014 Capital Improvement Bonds	100,000.00
Total for fund 592	Water & Sewer Fund	719,925.92
Total for fund 661	Motor Vehicle	104,405.26
Total for fund 664	Technology Services	32,846.82
Total for fund 676	Retiree's Ins. Benefits	144,473.52
Total for fund 701	Revolving Fund	572.00
Total for fund 704	Imprest Payroll Fund	389,856.40
Total for fund 705	Delq. Pers. Prop. Fund	14,334.99
TOTAL - ALL FUNDS		**2,195,365.40**

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank POOL POOLED CASH						
03/25/2025	POOL	88681	3386	CONSTELLATION NEWENERGY	CITY GAS BILLS 3/18/25	23,692.36
03/28/2025	POOL	88682	4310	HARTWELL CEMENT COMPANY	ITB 23/24-07 2024 CONCRETE PATCH PROGRAM	12,734.70
04/04/2025	POOL	88683	1980	COMCAST	ACCT # 8529 10 214 0290387, UNIT COURTES	25.98
04/04/2025	POOL	88684	0601	WEX BANK	INVERTED PO FY 24/25 ACCT 0462-00-398910	18,414.35
04/09/2025	POOL	2021(E)	0017	BLUE CARE NETWORK	APRIL 2025 HEALTH INSURANCE	32,811.53
04/09/2025	POOL	2022(E)	0016	BLUE CROSS/BLUE SHIELD OF MICH	APRIL 2025 HEALTH INSURANCE	437,321.35
04/09/2025	POOL	2023(E)	2965	CLEAR RATE COMMUNICATIONS, INC.	ACCOUNT # 4876633 3/21/25-4/20/25	6,988.41
04/09/2025	POOL	2024(E)	0581	COMERICA COMM. CARD SERV.	JEFF KEMP COMERICA CARD PURCHASES FOR MA	2,614.70
					CHRISTINA PARKER COMERICA CARD PURCHASES	4,308.30
					ROGER SALWA COMERICA CARD PURCHASES FOR	411.60
					NICOLE HARRIS COMERICA CARD PURCHASES FO	660.00
					ROBERT PFANNES COMERICA CARD PURCHASES F	210.93
					JERRY FRAYER MAR 2025 COMERICA CARD PURC	211.51
					KEVIN KRAUSE COMERICA CARD PURCHASES FOR	2,437.95
					ROBERTO SCAPPATICCI COMERICA CARD PURCHA	320.00
					ELLEN CRAIG-BRAGG COMERICA CARD PURCHASE	1,768.53
						12,943.52
04/09/2025	POOL	2025(E)	0020	DELTA DENTAL PLAN OF MICHIGAN	APRIL 2025 DELTA DENTAL INSURANCE	26,074.50
04/09/2025	POOL	2026(E)	0012	DTE ENERGY	10942 WAYNE - WELCOME TO ROMULUS SIGN 2/	20.83
					35257 GODDARD - AMBULANCE BUILDING - 2/1	96.51
					11165 OLIVE - POLICE STATION - 2/12/25-3	2,495.67
					36525 BIBBINS - SR CTR - 2/12/25-3/12/25	1,805.18
					12600 WAYNE - DPW - 2/12/25-3/12/25	2,521.99
					7690 WAYNE WATER PUMP, 2/14/25-3/14/25	83.12
					7930 AMBER PUMP STATION - 2/15/25-3/17/	81.99
					37200 GODDARD-MARY ANN BANKS PARK - 2/18	112.47
					MARY ANN BANKS (RESTROOM) - 37350 GODDAR	18.98
					PAVILION DOWNTOWN DDA - 36095 GODDARD 2/	24.16
					PUMP STATION - 16326 HARRISON - 2/15/25-	112.18
					6900 WAYNE - FIRE STATION #3 3/4/25-4/1/	48.18
					7219 MIDDLEBELT - FIRE #2 3/5/25-4/2/25	646.06
					OAKWOOD STORM SEWER PUMP STATION - 15409	108.10
					38205 BARTH - EMERGENCY SIREN 3/4/25-4/1	29.11
					7506 MERRIMAN - LANDSCAPING SERVICE PERI	228.79
					6241 DEXTER - BOICE PARK 3/6/25-4/3/25	44.63
						8,477.95
04/09/2025	POOL	2027(E)	0891	HOME DEPOT	24/25 BLANKET PO FOR MISC SUPPLIES - DPW	263.28
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	10.08
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	77.55
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	82.94
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	20.71
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	8.09
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	168.25
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	22.52
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	5.85
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	120.79
					SUPPLIES FOR HISOTRICAL PARK CABLE BOX W	64.79
					24/25 BLANKET PO FOR HOME DEPOT - MISC.	151.84
					24/25 BLANKET PO FOR HOME DEPOT - MISC.	99.80
					SUPPLIES FOR REPAIRS AT 35255 GODDARD	679.99
					SUPPLIES FOR REPAIRS AT 35255 GODDARD	62.73
					SUPPLIES FOR REPAIRS AT 35255 GODDARD	509.00
						2,348.21
04/09/2025	POOL	2028(E)	0096	MICHIGAN MUNICIPAL LEAGUE	POLICY PREMIUM 7/1/24 - 7/1/25 5000050-2	37,177.00
04/09/2025	POOL	2029(E)	3740	NAVIA BENEFIT SOLUTIONS - LOCKBOX	NAVIA FOR MARCH 2025	200.00
04/09/2025	POOL	2030(E)	4326	TELNET WORLDWIDE, INC	DIGITAL E-FAX BUNDLE APRIL 2025	73.78
04/09/2025	POOL	2031(E)	1947	THE BANK OF NEW YORK MELLON	RE: ROMULUS MI LTGO CAP IMP BDS 2014	323,700.00
04/09/2025	POOL	88685	3098	4IMPRINT	ROMULUS DDA PUMPKIN FESTIVAL PUMPKIN STE	541.12
04/09/2025	POOL	88686	4335	A DESIGN LINE	GUYS POLOS FOR THE DDA BOARD	340.00
04/09/2025	POOL	88687	2942	AIRGAS, INC.	24/25 BLANKET PO FOR AIRGAS INC - FOR OX	80.74
04/09/2025	POOL	88688	1279	AJAX MATERIALS CORPORATION	ITB 21/22-10 UPM COLD PATCH FOR 24/25 FY	5,315.80
04/09/2025	POOL	88689	1158	ALL SEASONS LANDSCAPING	24/25 BLANKET PO - MISC MAINT. SUPPLIES	120.95
					POLE SAW FOR TREE TRIMMING	579.98
						700.93
04/09/2025	POOL	88690	3336	ALLIE BROTHERS, INC	UNIFORM ITEMS FOR HONOR GUARD	32.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					UNIFORM CAMERA HOLE ADDED TO PROVIDED CA	140.00
						172.00
04/09/2025	POOL	88691	2804	AMAZON CAPITAL SERVICES	BOOKS ADULT	895.13
					AV ADULT	19.98
					ESTHETICIAN EXAM STUDY GUIDE	38.62
					DVD ALIEN VS PREDATOR, PROMETHEUS, ANNAB	199.74
					GREAT GUIDE TO FABULOUS CREATURES	27.90
					RENO 911, ELEMENTARY COMPLETE SERIES	81.96
					ULTIMATE GUIDE TO BECOME AN INFLUENCER,	1,107.99
					3/6/25 YOUTH ORDER	191.06
					KIDS PURCHASES	165.13
					3/21/25 YOUTH ORDER	69.90
					03/15/25 YOUTH ORDER	182.22
					SONIC IDW COLLECTIONS	53.99
					FRIENDS DONATION 3/11/25	220.70
					TEEN JUJUTSU KAISEN PRE-ORDER	10.79
					LAMINATING POUCHES, ENCYCLOPEDIA OF MYTH	120.23
					OFFICE SUPPLIES	84.58
					MONSTER VOL.10	14.58
					ACRYLIC BROCHURE HOLDER	80.89
						3,565.39
04/09/2025	POOL	88692	4027	AMAZON CAPITAL SERVICES	FIRE DEPARTMENT: OFFICE SUPPLIES AND STO	203.31
					BLDG DEPT OFFICE SUPPLIES	198.48
					BUILDING DEPT OFFICE SUPPLIES	597.70
					BLDG DEPT SUPPLIES	25.79
					BLDG PERMIT - PLAN SUPPLIES	103.90
					BLDG DEPT SUPPLIES	103.96
					YOUTH BASKETBALL, OFFICE SUPPLIES	500.54
					SUPPLIES FOR FINANCE	43.67
					BASKETBALL TROPHIES	93.07
					OFFICE SUPPLIES FOR CLERKS OFFICE	85.22
					3-MONITOR STAND FOR CLERK AND DEPUTY CLE	113.98
					SELF INKING STAMP - CLERKS OFFICE	19.99
					OFFICE SUPPLIES FOR CLERK DEPT	4.74
					DATE STAMPER	43.95
					MISC SUPPLIES: COMMAND, PATROL, & ISB	203.28
					OFFICE SUPPLIES	113.87
					OFFICE SUPPLIES	30.47
					ZIP TIES FOR PUTTING UP DECORATIONS	22.39
					JACK FOR HI-LO & GREASE GUN FOR GROUNDS	353.26
					SALT SPREADERS	1,039.95
					CLEAN SWEEP ITEMS NEEDED	1,063.80
					ROADSIDE TRASH COLLECTOR	85.52
					OFFICE SUPPLIES	31.67
					FIRE DEPARTMENT: CHAINSAW CHAIN & OFFICE	64.29
					PUMPKIN FESTIVAL/ OFFICE SUPPLIES	95.04
					NETTING TO REPLACE MISSING	199.96
					RESTOCK FIRST AID KIT	37.04
					MISC SUPPLIES FOR PATROL, RECORDS, & ISB	45.28
					MISC. SUPPLIES ORDINANCE RULER, PENS, NO	58.22
					ADDRESS LABELS	53.98
					NOTE PADS	8.68
					CREDIT	(8.51)
						5,636.49
04/09/2025	POOL	88693	MISC	ANDREA GLEASON	REFUND FOR COACH	70.00
04/09/2025	POOL	88694	MISC	ANGELA JIVIDEN	ANIMAL BOND SPAY / NEUTER REFUND 2/12/25	50.00
04/09/2025	POOL	88695	2903	APPLIED INNOVATION	CONFIGURATION, SUPPORT BASE, BASE UNIT	3,690.00
					APR 25 BASE RATE MAY 25 ADDIT PAGES	887.53
						4,577.53
04/09/2025	POOL	88696	0529	ASSOCIATED NEWSPAPERS OF MICHIGAN	ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	59.38
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	59.38
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	71.25
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	83.13
						273.14
04/09/2025	POOL	88697	0554	AT&T	ACCT. 734 941-0666 375 3, MAR 22 - APR 2	714.32

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount	
04/09/2025	POOL	88698	1081	ATCHINSON FORD SALES, INC.	24/25 BLANKET PO MISC VEHICLE REPAIRS -	632.76	
					24/25 BLANKET PO MISC VEHICLE REPAIRS -	7.26	
					24/25 BLANKET PO MISC VEHICLE REPAIRS -	146.52	
					POLICE - R26 EXHAUST REPAIR	705.58	
						1,492.12	
04/09/2025	POOL	88699	4453	ATTY PHYLLIS GAYDEN-ROBINSON	MIDC SERVICE HOURS ATTORNEY PHYLLIS GAYD	695.10	
					MIDC SERVICE HOURS ATTORNEY PHYLLIS GAYD	1,575.00	
						2,270.10	
04/09/2025	POOL	88700	3649	AUTO VALUE OF ROMULUS	24/25 BLANKET PO FOR MISC MECHANIC PURCH	21.18	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	367.57	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	163.58	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	267.09	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	0.95	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	39.99	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	3.69	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	6.58	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	80.29	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	157.00	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	27.74	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	121.99	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	152.71	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	13.87	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	150.57	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	288.26	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	192.46	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	18.51	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	3.29	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	294.05	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	13.36	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	17.99	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	61.62	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	20.14	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	2.29	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	46.36	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	46.36	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	2.52	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	12.34	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	132.03	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	368.00	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	184.00	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	7.60	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	71.57	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	374.00	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	374.00	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	96.85	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	15.79	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	120.25	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	32.78	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	29.96	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	10.89	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	207.99	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	86.79	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	22.79	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	22.70	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	140.00	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	(80.29)	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	(126.00)	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	(0.20)	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	(117.00)	
						4,568.85	
04/09/2025	POOL	88701	3649	VOID			V
04/09/2025	POOL	88702	4480	AVERY WHITE	YOUTH BASKETBALL OFFICIAL	90.00	
04/09/2025	POOL	88703	1683	BAKER & TAYLOR	ACCOUNT # 251637 L154147 2 B00000	79.59	
					ACCOUNT # 251637 L154147 2 B00000	79.94	
					ACCOUNT # 251637 L154147 2 B00000	704.31	
					ACCOUNT # 251637 L154147 2 B00000	28.05	
					ACCOUNT # 251637 L154147 2 B00000	284.64	
					ACCOUNT # 251637 L154147 2 B00000	769.20	
					ACCOUNT # 251637 L154147 2 B00000	59.00	
					ACCOUNT # 251637 L154147 2 B00000	101.15	
					ACCOUNT # 251637 L154147 2 B00000	410.75	

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						2,516.63
04/09/2025	POOL	88704	3429	BAYSCAN TECHNOLOGIES	ONE TIME DVD CASE SINGLE	386.50
04/09/2025	POOL	88705	0152	BEAVER RESEARCH COMPANY	NEEDED SHOP SUPPLIES	501.90
04/09/2025	POOL	88706	0064	BOUND TREE MEDICAL LLC	24/25 BLANKET PO - MEDICAL SUPPLIES AND	681.11
					24/25 BLANKET PO - MEDICAL SUPPLIES AND	210.24
					24/25 BLANKET PO - MEDICAL SUPPLIES AND	518.51
					24/25 BLANKET PO - MEDICAL SUPPLIES AND	269.48
						1,679.34
04/09/2025	POOL	88707	4321	BRAUN CONSTRUCTION GROUP	LIBRARY PAYMENT #6	1,785.97
04/09/2025	POOL	88708	4488	BRIANA HENDRIX - THOMAS	OFFICIAL FOR YOUTH BASKETBALL GAMES	120.00
04/09/2025	POOL	88709	2956	BSB COMMUNICATIONS, INC.	24/25 BLANKET PO FOR TECH SERVICES BSB E	320.25
04/09/2025	POOL	88710	4315	BUBBIE'S PIZZA & CATERING	STATE OF THE CITY CATERING	292.00
04/09/2025	POOL	88711	0118	CERTIFIED LABORATORIES	NEEDED SHOP SUPPLIES	1,363.85
04/09/2025	POOL	88712	0917	CITY OF WAYNE	36345 VAN BORN RD SW/WF FEB 2025	4,770.40
					36345 VAN BORN RD SW/WF JAN 2025	(313.41)
						4,456.99
04/09/2025	POOL	88713	0134	COMERICA LEASING CORPORATION	6280001904, AMBULANCE LEASE/PURCHASE INS	54,380.99
04/09/2025	POOL	88714	4474	COMMAND COMMUNICATIONS	MOTOROLA APX6000XE CHANNEL SELECTOR KNOB	134.76
04/09/2025	POOL	88715	0572	CONTRACTORS CONNECTION	INVENTORY ORDER-SOP SUPPLIES	117.45
					INVENTORY ORDER-SOP SUPPLIES	411.75
						529.20
04/09/2025	POOL	88716	4400	CONTRACTORS PIPE AND SUPPLY	24/25 BLANKET PO FOR WATER & SEWER MISC	356.65
04/09/2025	POOL	88717	3546	CORE & MAIN	6" SADDLES FOR C900 WATER MAIN	375.18
04/09/2025	POOL	88718	MISC	CRAIG PLANK	CDL LICENSE	65.00
04/09/2025	POOL	88719	0225	CROVA SALES & SERVICE	24/25 BLANKET PO FOR CROVA SALES - DPW	203.30
04/09/2025	POOL	88720	3307	CROWN AWARDS	MAYORS EAGLE AWARD TROPHY 2025	127.68
04/09/2025	POOL	88721	MISC	DAVID ZARAZUA	MACEO CONFERENCE MILEAGE & MEAL REIMBURS	127.38
04/09/2025	POOL	88722	2788	DELL MARKETING LP	BUILDING DEPARTMENT TABLET REPLACEMENT -	1,658.86
					PIGGYBACK DELL MIDEAL - DELL COMPUTER RE	23,851.63
						25,510.49
04/09/2025	POOL	88723	4044	DETROIT METRO AIRPORT CENTER LLC	12 MOS RECORDS STORAGE LEASE - 7/1/24 TO	4,178.80
04/09/2025	POOL	88724	3209	DORIKA LAMAR	BD BOND REFUND 6159 BEANUM CT	250.00
04/09/2025	POOL	88725	3253	DORRIS BENNETT	APRIL 2025 RETIREE HEALTH INS REIMBURSEM	466.37
04/09/2025	POOL	88726	2594	DOWNRIVER UTILITY WASTEWATER AUTHOR	APRIL 2025 EXCESS FLOW	210,401.40
04/09/2025	POOL	88727	0012	DTE ENERGY	29800 SUPERIOR HOT BOX 3/3/25-3/31/25	186.60
04/09/2025	POOL	88728	0772	DTE ENERGY	MAR 2025 STREET LIGHTING	61,588.72
04/09/2025	POOL	88729	0772	DTE ENERGY	MUNICIPAL COMPLEX MAR 2025	10,968.23
04/09/2025	POOL	88730	0182	EJ USA, INC.	FOR SEWER STRUCTURE	255.75
04/09/2025	POOL	88731	3475	FERGUSON WATERWORKS #3386	INVENTORY ORDER REPAIR CLAMPS	1,012.00
					ITB 22/23-21 C900 WATER MAIN	860.00
						1,872.00
04/09/2025	POOL	88732	1759	FIRE SYSTEMS OF MICHIGAN, LLC	ANSUL 3 G SYSTEM INSPECTION FOR SENIOR C	301.65
04/09/2025	POOL	88733	3053	FIRST CHOICE COFFEE SERVICES	24/25 BLANKET PO FOR WATER PURIFIER AT P	62.95
04/09/2025	POOL	88734	3829	FOSTER BLUE WATER OIL, LLC	24/25 INVERTED PO - ITB 19/20-21 2 YEA	1,847.96
					24/25 INVERTED PO - ITB 19/20-21 2 YEA	95.00
					24/25 INVERTED PO - ITB 19/20-21 2 YEA	60.00
						2,002.96
04/09/2025	POOL	88735	1002	GAMETIME C/O SINCLAIR RECREATION	PARK MILLAGE FUNDING 2022-2023 JIMMIE RA	10,505.00
					PARK MILLAGE FUNDING 2022-2023 JIMMIE RA	17,378.69
						27,883.69
04/09/2025	POOL	88736	0951	GANDOL INC	PARTITION DOOR REPAIR KIT	45.00
04/09/2025	POOL	88737	4273	GEM, INC.	SOLAR ENERGY PANELS AT THE RAC	189,599.20
					DPW - WARM ZONES IN OFFICES	130.00
						189,729.20

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/09/2025	POOL	88738	0875	GENERAL FUND	AFLAC MARCH 2025 3% ADMIIN FEE	227.00
					COLONIAL LIFE MARCH 2025 2% ADMIN FEE	5.92
						232.92
04/09/2025	POOL	88739	MISC	GERALD GAUSS	FALL 2024 SEMESTER	1,266.00
04/09/2025	POOL	88740	0128	GIARMARCO, MULLINS, & HORTON, PC	70085-014B DDA FEB 25	202.50
					70085-046B TIFA FEB 25	112.50
						315.00
04/09/2025	POOL	88741	0128	GIARMARCO, MULLINS, & HORTON, PC	70085-068B LIBRARY FEB 25	450.00
					70085-007B FIRE FEB 25	285.00
					70085-012B TREASURER'S OFFICE FEB 25	465.00
					70085-011B CLERKS OFFICE JAN 2025	915.00
					70085-011B CLERKS OFFICE FEB 2025	1,027.50
					70085-005B HR FEB 25	855.00
					70085-044B ROMULUS TRADE CENTER NORTHPOI	802.50
					70085-010B BUILDING FEB 25	300.00
					70085-004B GENERAL FEB 25	10,286.90
					70085-073B PARKS & REC MAR 25	150.00
					70085-005B HR MAR 25	824.00
					70085-004B GENERAL MAR 25	12,208.00
					70085-010B BUILDING MAR 25	224.00
					70085-081B CAMPBELL INC - LAWSUIT MAR 25	1,288.00
					70085-008B DPW DEPARTMENT MAR 25	1,704.00
					70085-000B DOWNRIVER SEWER MAR 25	504.00
					70085-006B LEGAL SERVICES POLICE DEPT MA	256.00
					70085-066B LEGAL SERVICES BARBARA HARBOR	90.00
					70085-000B DOWNRIVER SEWER FEB 25	735.00
					70085-008B DPW DEPARTMENT FEB 25	862.50
						34,232.40
04/09/2025	POOL	88742	2625	GLG PRINT	ITB 21/22-11 ASSESSMENT NOTICE 2025	5,399.21
04/09/2025	POOL	88743	1866	GMIS	GMIS MEMBERSHIP FOR 2025 FISCAL YEAR - 7	250.00
04/09/2025	POOL	88744	0631	GORDON FOOD SERVICE, INC.	GORDEN FOOD SERVICE	285.90
04/09/2025	POOL	88745	3264	GREAT LAKES WATER AUTHORITY	ACCT # 100-2451-W WATER USAGE/FIXED CHAR	325,415.90
04/09/2025	POOL	88746	3264	GREAT LAKES WATER AUTHORITY	300-2451-S INDUSTRIAL WASTE CONTROL FOR	818.40
04/09/2025	POOL	88747	4307	GRECO LAW PLLC	LEGAL SERVICES FOR MARCH 2025	16,179.36
04/09/2025	POOL	88748	2995	HALLAHAN & ASSOCIATES, P.C.	PROFESSIONAL SERVICES RENDERED THROUGH M	3,739.32
04/09/2025	POOL	88749	2789	HILLARD'S GLASS, INC.	FIRE ENGINE 1 - WINDSHIELD REPAIR	75.00
04/09/2025	POOL	88750	MISC	HOME DEPOT	DYNAFLEX ULTRA 10.1 OZ BROWN ADVANCE	8.78
04/09/2025	POOL	88751	MISC	HOME DEPOT	LIGHT	15.77
04/09/2025	POOL	88752	0137	JACK DEMMER FORD	ACCIDENT REPAIR FOR R31-23 (BODY & LABOR	9,095.73
04/09/2025	POOL	88753	1896	JAM BEST ONE FLEET SERVICE	POLICE TIRES	1,572.84
04/09/2025	POOL	88754	3785	JEFFREY E. BOWDICH	MIDC SERVICE HOURS ATTORNEY JEFFREY BOWD	2,520.00
04/09/2025	POOL	88755	3820	K-M LAW PLLC	MIDC SERVICE HOURS ATTORNEY KRYSTAL-MARI	1,323.00
04/09/2025	POOL	88756	4261	KANOPY INC	135 TICKETS - 2 CREDITS	123.25
04/09/2025	POOL	88757	4308	KENNETH HENRY	OFFICIATING YOUTH BASKETBALL - FALL SESS	90.00
04/09/2025	POOL	88758	4473	KESSLER EQUIPMENT COMPANY	ALM HOIST REPAIR	506.40
04/09/2025	POOL	88759	MISC	KIARA NUNNALLY	REFUND FOR COACH	70.00
04/09/2025	POOL	88760	4483	KIERRA COOPER	YOUTH BASKETBALL OFFICIAL	90.00
04/09/2025	POOL	88761	MISC	KIERRA HENDERSON	REFUND FOR COACH	70.00
04/09/2025	POOL	88762	3736	KRZYSKE BROS CO	REPAIR DOORS ON SALT DOME	406.30
04/09/2025	POOL	88763	MISC	LAVINA HILL	REFUND SENIOR ROOM RENTAL 4/5/25	100.00
04/09/2025	POOL	88764	3775	LAW OFFICE OF DANIEL A. BITAR, PLLC	MIDC PROGRAM SERVICE DANIEL BITAR	2,835.00
04/09/2025	POOL	88765	3777	LAW OFFICES OF SAMER N. JADALLAH	MIDC SERVICE HOURS ATTORNEY SAMER JADALL	8,925.00
					MIDC SERVICE HOURS ATTORNEY SAMER JADALL	7,192.50
						16,117.50
04/09/2025	POOL	88766	3701	LECLERC DISPLAY CO, INC.	50 AMERICAN FLAGS DOWNTOWN 2025	5,000.00
04/09/2025	POOL	88767	2266	LINDA CHOATE	JAN - MAR 2025 PRESCRIPTION REIMBURSEMEN	40.00
04/09/2025	POOL	88768	2267	LINDA WEGIENKA	JAN - MAR 2025 PRESCRIPTION REIMBURSEMEN	35.14
04/09/2025	POOL	88769	3477	LINDE GAS & EQUIPMENT INC.	24/25 BLANKET PO MISC MECHANIC WELDING S	214.74
04/09/2025	POOL	88770	MISC	LOIS DOUGLAS	JAN-MARC 2025 PRESCRIPTION REIMBURSEMENT	138.64
04/09/2025	POOL	88771	0212	LOWER HURON CHEM & SUPPLY CO., INC.	INVENTORY =SCOTT TOWEL	816.64
					INVENTORY =SCOTT TOWEL	74.24
						890.88
04/09/2025	POOL	88772	3620	MARCO TECHNOLOGIES, LLC	PAPER AND TONER FOR WIDE FORMAT PRINTER	798.12
					PAPER AND TONER FOR WIDE FORMAT PRINTER	127.80

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						925.92
04/09/2025	POOL	88773	4481	MARCUS YOUNG	YOUTH BASKETBALL OFFICIAL	90.00
04/09/2025	POOL	88774	2666	MAURER'S TEXTILE RENTAL SERVICES	24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	141.22
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	30.91
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	28.66
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	1.57
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	141.22
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	30.91
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	28.66
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	1.57
					24/25 INVERTED PO - ITB 21/22-17 UNIFORM	24.86
					24/25 INVERTED PO - ITB 21/22-17 UNIFORM	24.86
					24/25 INVERTED PO - ITB 21/22-17 UNIFORM	24.86
					24/25 INVERTED PO - ITB 21/22-17 UNIFORM	24.86
					24/25 INVERTED PO - ITB 21/22-17 UNIFORM	24.86
						529.02
04/09/2025	POOL	88775	0088	MESSENGER PRINTING SERVICE INC.	LABELS FOR BLDG DEPT INSPECTORS	413.00
					PROCESSING, PRINTING, AND MAILING OF 10,	4,122.84
					BUSINESS CARDS FOR COUNCILMAN JONES	69.50
						4,605.34
04/09/2025	POOL	88776	3988	METRO ALARM SYSTEMS LLC	MONTHLY MONITORING	32.99
04/09/2025	POOL	88777	3023	MI CUSTOM SIGNS	MESH BANNERS TO GO OVER GODDARD FOR SOUN	1,167.00
04/09/2025	POOL	88778	0048	MICHIGAN CAT	CUTTING EDGES FOR LOADER #124	636.74
					CUTTING EDGES FOR LOADER #124	345.18
						981.92
04/09/2025	POOL	88779	1171	MICHIGAN MUNICIPAL TREASURERS ASSOC	2025 ADVANCED INSTITUTE MAY 14TH -16TH	379.00
					2025 ADVANCED INSTITUTE MAY 14TH -16TH	379.00
					2025 ADVANCED INSTITUTE MARIA FARRIS	379.00
						1,137.00
04/09/2025	POOL	88780	0427	MIDWEST TAPE	CUSTOMER # 2000005771 BOOKS	150.68
					CUSTOMER # 2000005771 BOOKS	176.91
					CUSTOMER # 2000005771 BOOKS	90.47
					CUSTOMER # 2000005771 BOOKS	934.60
						1,352.66
04/09/2025	POOL	88781	4439	MIKAELA WINN	PEE WEE-YOUTH BASKETBALL	75.00
04/09/2025	POOL	88782	4489	MILES J. GEROU	MIDC SERVICE HOURS ATTORNEY MILES GEROU	109.20
04/09/2025	POOL	88783	0345	MILLER, CANFIELD, PADDOCK AND STONE	PROFESSIONAL SERVICES RENDERED THROUGH M	6,464.00
04/09/2025	POOL	88784	4223	MJMI SIGNS LLC DBA FASTSIGNS 381701	REPLACEMENT BANNERS DOWNTOWN	846.82
04/09/2025	POOL	88785	1211	MRWA	S3 & S4 WATER REVIEW	380.00
					S3&S4 EXAM TRAINING CLASSES	380.00
					S3&S4 EXAM TRAINING CLASSES	380.00
						1,140.00
04/09/2025	POOL	88786	MISC	NEQUIA CHAMBERS	REFUND SENIOR ROOM RENTAL 3/22/25	100.00
04/09/2025	POOL	88787	0856	NFPA	JEFF KEMP MEMBERSHIP RENEWAL 2025 ID#111	225.00
04/09/2025	POOL	88788	3564	NORMAN CATERING AND EVENTS	CATERING FOR STATE OF THE CITY	200.00
04/09/2025	POOL	88789	3041	NORTHSTAR MAT SERVICE	ACCOUNT # 1862-11121	53.68
04/09/2025	POOL	88790	3917	NYE UNIFORM CO	ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR	117.98
04/09/2025	POOL	88791	4316	OCCMED CONNECT	NEW HIRE DRUG SCREENS AND PHYSICALS	448.00
					24/25 BLANKET PO EMPLOYEE PROCESSING FOR	260.00
					NEW HIRE PHYSICALS AND DRUG SCREEN	678.00
						1,386.00
04/09/2025	POOL	88792	3209	OPENDOOR PROPERTY	BD BOND REFUND 11340 DELANO	272.00
04/09/2025	POOL	88793	0736	ORCHARD, HILTZ & MCCLIMENT	TESLA JANUARY 25	3,596.25
					RTC BUILDING 5 JANUARY 25	20,830.00
					RBC STM BASIN AND SANITARY JAN 25	3,570.00
					SHEETZ II JAN 25	2,846.50

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					RTC BUILDING 5	43,912.50
					RBC STM BASIN AND SANITARY FEB 25	831.50
					NORTHPOINT RTC REOCCS	2,008.00
					BUILDING GENERAL SERVICES FEB 25	645.00
					NORTHPOINT RTC REOCCS	1,267.00
						79,506.75
04/09/2025	POOL	88794	0984	PARKWAY SERVICES, INC.	HISTORICAL PARK HC PORTAJOHN (3/14/2025-	200.00
					HISTORICAL PARK REGULAR PORTAJOHN (4/1/	120.00
					PORTA POTTY SERVICES FOR ST. JOHN'S LODG	120.00
					PORTA POTTY SERVICES FOR ST. JOHN'S LODG	120.00
					PORTA POTTY SERVICES FOR ST. JOHN'S LODG	120.00
						680.00
04/09/2025	POOL	88795	MISC	PAUL BANKS	CDL LICENSE RENEWAL REIMBURSEMENT	65.00
04/09/2025	POOL	88796	2291	PEGGY SLATER	JAN - MAR 2025 PRESCRIPTION REIMBURSEMEN	10.87
04/09/2025	POOL	88797	4369	POLKA DOTS	ROMULUS SWAG NECKLACES	360.00
04/09/2025	POOL	88798	4242	PPM TREE SERVICE & ARBOR CARE LLC	ITB 22-23-18 TREE REMOVAL ON INKSTER RD	4,400.00
04/09/2025	POOL	88799	3959	PRETTY FACE CLEANING SERVICES	GROWTH WORKS 34TH DISTRICT COURT	200.00
					11189 SHOOK RD CLEANING- FY 24/25	150.00
					GROWTH WORKS 34TH DISTRICT COURT	200.00
					GROWTH WORKS 34TH DISTRICT COURT	200.00
						750.00
04/09/2025	POOL	88800	4485	QUALITY ONE CONSTRUCTION & DEV INC.	SBA GRANT WINDOW 4 RECIPIENT	6,000.00
04/09/2025	POOL	88801	MISC	RAE LIPKOWSKI	MACEO TRAINING MEAL REIMBURSEMENT	35.89
04/09/2025	POOL	88802	MISC	REBECCA BUCKINGHAM	MACEO TRAINING MEAL REIMBURSEMENT	20.00
04/09/2025	POOL	88803	4482	RED HORIZON RECORDS	YOUTH BASKETBALL OFFICIAL	90.00
04/09/2025	POOL	88804	0681	ROMULUS COMMUNITY SCHOOLS	DELINQUENT PERSONAL PROPERTY DISBURSEMEN	4,668.49
04/09/2025	POOL	88805	MISC	ROSE SWIDAN	ST PATTYS LUNCHEON	348.34
04/09/2025	POOL	88806	2307	SHARON WALKER	JAN - MAR 2025 PRESCRIPTION REIMBURSEMEN	21.60
04/09/2025	POOL	88807	4040	STAPLES	8.5X11 COPY PAPER FOR LIBRARY	73.98
					Inventory Order	795.88
						869.86
04/09/2025	POOL	88808	1127	STATE OF MICHIGAN	WAYNE ROAD SIDEWALK PROJECT	2,940.84
04/09/2025	POOL	88809	1754	STATE OF MICHIGAN	ACTIVATION OF 8 RADIOS (ACTIVATION PERIO	2,000.00
04/09/2025	POOL	88810	0503	STERICYCLE, INC.	24/25 BLANKET PO FOR REMOVAL OF MEDICAL	24.46
					24/25 BLANKET STERICYCLE SHARPS PICK UP	22.22
						46.68
04/09/2025	POOL	88811	4075	STRYKER SALES, LLC	PATIENT LEG RESTRAINT STRAPS FOR STRETCH	115.05
04/09/2025	POOL	88812	4034	SUPERIOR MEDICAL WASTE DISPOSAL	MEDICAL WASTE DISPOSAL CONTRACT FY 24/25	180.00
04/09/2025	POOL	88813	MISC	TABITHA THOMAS	CHILD NO LONGER PLAYING	100.00
04/09/2025	POOL	88814	4254	TAYLOR H2O WORX LLC	POSSIBLE STOPPED/INACCURATE METER-ESTIMA	350.00
04/09/2025	POOL	88815	4104	THE KAPLAN LAW FIRM	MIDC SERVICE HOURS JOSHUA KAPLAN	504.00
04/09/2025	POOL	88816	1739	THE LIBRARY NETWORK	JAN-MAR 25 INTERNET	1,404.14
04/09/2025	POOL	88817	4449	THE LOUIE LEE SHOW, LLC	THE LOUIE LEE SHOW 6-13-25	3,250.00
04/09/2025	POOL	88818	3780	THE NUNLEY LAW GROUP, PLLC	MIDC SERVICE HOURS FOR ROYCE NUNLEY	3,139.50
04/09/2025	POOL	88819	4486	THE VERDIN COMPANY	5 POINTS CLOCK REPAIRS	1,940.00
04/09/2025	POOL	88820	MISC	TISHONA GREORY	OVER PAID	40.00
04/09/2025	POOL	88821	3593	TOSHIBA BUSINESS SOLUTIONS	MONTHLY COPY CHARGES FY 24/25	1,389.99
					MONTHLY COPY CHARGES FY 24/25	122.73
					MONTHLY COPY CHARGES FY 24/25	895.49
						2,408.21
04/09/2025	POOL	88822	0389	TRI-COUNTY INTERNATIONAL TRUCKS INC	SMART BUS 30710 REPAIR	6,987.70
					TRUCK 220- QUOTE FOR GENERAL DIAGNOSTICS	1,196.45
						8,184.15
04/09/2025	POOL	88823	4454	TROVIOUS STARR	MIDC PROGRAM SERVICE TROVIOUS STARR	378.00
					MIDC PROGRAM SERVICE TROVIOUS STARR	504.00
						882.00
04/09/2025	POOL	88824	3494	TRUCK PRO LLC	24/25 BLANKET PO FOR MECHANICS - DPW	148.87

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/09/2025	POOL	88825	2951	UNIQUE MANAGEMENT SERVICES, INC.	MARCH 25 PLACEMENTS	116.50
04/09/2025	POOL	88826	0657	WAYNE COUNTY	24/25 INVERTED PO-TRAFFIC SIGNAL MAINTEN	3,230.12
					12/24 PRISONERS HOUSING MAINTENANCE CHAR	1,085.00
					24/25 INVERTED PO-TRAFFIC SIGNAL MAINTEN	1,382.33
					24/25 INVERTED PO-TRAFFIC SIGNAL MAINTEN	714.24
						6,411.69
04/09/2025	POOL	88827	1699	WAYNE COUNTY HEALTH DEPARTMENT	FOOD SERVICE LICENSE RENEWAL 2025	280.00
04/09/2025	POOL	88828	0936	WAYNE COUNTY TREASURER	DELINQUENT PERSONAL PROPERTY DISBURSEMEN	9,666.50
04/09/2025	POOL	88829	1049	WEINGARTZ SUPPLY CO. , INC.	JOHN DEERE SNOW BROOM	1,650.59
04/09/2025	POOL	88830	0158	WESTLAND FIRE EXTINGUISHER, INC.	FIRE EXTINGUISHER MAINTENANCE	20.00
					10# & 20# ABC INSP	16.00
						36.00
04/09/2025	POOL	88831	0233	WESTLAND LOCK & KEY, INC.	CAPT, & IT OFFICE DOOR ALARM LOCK INSTA	200.00
					EMPLOYEE ENTRANCE ALARM LOCK INSTALLATIO	1,719.00
						1,919.00
04/09/2025	POOL	88832	4337	WILLIAMS EMERGENCY VEHICLES & EQUIP	REPLACED BROKEN EMERGENCY LIGHT UNIT R23	200.00
04/09/2025	POOL	88833	1871	WITMER ASSOCIATES, INC.	STREAMLIGHT SURVIVOR LED FLASHLIGHTS	332.50
04/09/2025	POOL	88834	2656	WOLVERINE FREIGHTLINER - WESTSIDE	24/25 BLANKET PO FOR MECHANICS PARTS	8.75
04/09/2025	POOL	88835	4477	WOODRUFFS DOWNRIVER STONE DESIGN	VET'S MONUMENT BRICK PAVERS	8,502.00
04/09/2025	POOL	88836	3209	World Wide Equipment Sales of Michi	BD PAYMENT REFUND 6911 METROPLEX	1,000.00
04/09/2025	POOL	88837	2945	ZONES, LLC	CORELDRAW GRAPHICS SUITE 2025 MARIA LAPT	157.00
					24/25 BLANKET PO TECH SERVICES ZONES FOR	2,378.09
					CISCO SMARTNET RENEWAL FOR SEVEN ROUTERS	3,704.68
					DPW & BLDG - PLAN REVIEW & MARKUP SOFTWA	2,841.00
					45 NCE EXCHANGE ONLINE (PLAN 1) - CURREN	203.40
					24/25 BLANKET PO TECH SERVICES ZONES FOR	343.00
						9,627.17

POOL TOTALS:

Total of 168 Checks:	2,195,365.40
Less 1 Void Checks:	0.00
Total of 167 Disbursements:	2,195,365.40

Department	Number o	Total Amount	Total Fuel Units	Rebate	Total Invoice
Animal Control	3	202.84	72.61		
Building Dept	15	461.48	194.25		
City Hall	8	303.02	128.26		
DPW	109	5216.9	2106.8		
Fire	72	3943.63	1504.29		
Mayor's Office	2	79.75	31.48		
Ordinance	1	37.66	14.81		
Police	411	8106.61	3245.78		
Recreation	1	60.04	24.52		
Seniors	8	489.37	201.04		
	630	$18,901.30	7523.84	486.95	**$18,414.35**

City Hall includes employees without a defined department.
6 transactions from Kevin Krause, and 2 Jerry Frayer.

DTE	25-Jan	25-Feb	25-Mar
CITY HALL - 11111 Wayne	$3,225.35	3096.54	3247.13
COURT BUILDING - 11131 Wayne	$2,285.26	2194	2300.7
LIBRARY - 11121 Wayne	$1,012.78	972.34	1019.63
New Court - 11129 Wayne	$4,371.24	4196.68	4400.77
Total for all municipal complex:	**$10,894.63**	**$10,459.56**	**$10,968.23**

Constellation charges

		Amount due
34th District Court	11131 WAYNE ROAD	1,711.74
34th District Court	11131 WAYNE ROAD	35.61
Fire Sta#3	6900 WAYNE RD	354.85
Fire Sta#4	28777 EUREKA RD	1,033.07
Senior Ctr.	36525 BIBBINS ST	1,494.02
Police Dept.	11165 OLIVE ST	3,448.04
City Hall	11111 WAYNE RD	960.70
Fire Sta#2	7221 MIDDLEBELT RD	816.29
Library	11121 WAYNE RD	2,668.81
RAC	**35765 NORTHLINE RD**	**12,328.34**
D.P.W.	12600 WAYNE RD	5,903.46
Occupant-West Shore Fire	37230 NORTHLINE RD	387.42
Cemetery	10210 Shook Road	83.20
Occupant	35257 GODDARD RD	672.65
Animal Shelt.	12300 WAYNE RD	800.85
Hist. PK. School	11120 HUNT ST	172.56
Kingsley H.	11147 HUNT ST	286.47
DDA/Chamber	11189 SHOOK RD	482.49
New 34th District	11129 Wayne Road	2,380.13
		36,020.70
	Total minue RAC	**23,692.36**

City of Romulus

Communication

Council Meeting Held: **April 14, 2025**
Item No. 11

Councilperson Abdo: _____

_____

Councilperson Barden: _____

_____

Councilperson Crout: _____

_____

Councilperson Jones: _____

_____

Councilperson Roscoe: _____

_____

Councilperson Talley: _____

_____

Councilperson Wadsworth: _____

_____

City of Romulus

Adjournment

Council Meeting Held: **April 14, 2025**

Item No. 12

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