



**NOTICE:**  
**ROMULUS CITY COUNCIL**  
**SPECIAL MEETING – STUDY SESSION**  
**Monday, March 9, 2026**

The Romulus City Council will hold a Special Meeting – Study Session on **Monday, March 9, 2026, at 6:45 p.m.**, in the Romulus City Hall Council Chambers located at 11111 Wayne Road, Romulus, MI 48174, for the purpose of discussing consent agendas.

The Special Meeting-Study Session Agenda is as follows:

1. **Roll Call**
2. **Agenda**
3. **Discussion: Consent Agenda**
4. **Public Comment**
5. **Adjournment**

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

This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act), MCL 15.263a et. seq., and the Americans with Disabilities Act. (ADA).

**THIS MEETING IS OPEN TO THE PUBLIC**

**Instructions for Persons with Disabilities**

Persons with disabilities who need accommodations to participate in the meeting effectively should contact the City Clerk or send an email by 12:00 p.m. the day of the meeting to request assistance at:

Ellen L. Craig-Bragg, City Clerk, 11111 Wayne Rd., Romulus, MI 48174, (734) 942-7540,  
[clerk@romulusgov.com](mailto:clerk@romulusgov.com)



# *City Council Special Meeting*

## **Study Session Agenda**

***March 9, 2026***

***6:45 PM***

1. **Roll Call**
2. **Agenda - Motion to accept Study Session Agenda as presented**
3. **Discussion: Consent Agenda**
4. **Public Comment**
5. **Adjournment - Motion to adjourn the Special Meeting**



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# MEMORANDUM

**To:** Honorable City Council  
**From:** Ellen L. Craig-Bragg, City Clerk  
**Cc:** D'Sjonaun Hockenhull, Deputy City Clerk  
**Date:** March 5, 2026  
**Re:** Special Meetings

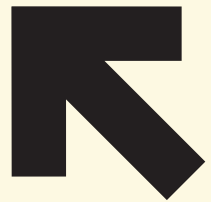
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**There is one (1) special meeting scheduled for Monday, March 9, 2026:**

- |                  |                      |                       |
|------------------|----------------------|-----------------------|
| <b>1. 6:45pm</b> | <b>Study Session</b> | <b>Consent Agenda</b> |
|------------------|----------------------|-----------------------|



**March 9, 2026 – Study Session**



# **Consent Agendas**



# Agenda

**What is Consent Agenda?** (3)

**Why Use Consent Agendas?** (4)

**Common Consent Agenda Items** (5)

**Items Not Appropriate** (7)

**The “Pulling” Process** (9)

**Common Misunderstandings** (10)

**Summary** (12)

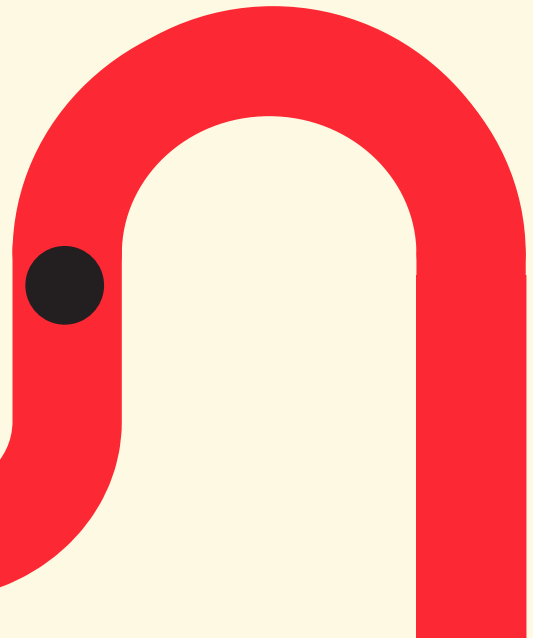


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# What is Consent Agenda

- A practice where multiple routine, procedural, and non-controversial items are bundled into a single agenda item.
- All items under the consent agenda are approved with a single motion and one vote.
- The purpose of a consent agenda is to save time for deliberative discussion on complex policy issues and high-priority community matters.

AGENDA





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## Why Use Consent Agenda?

### Operational Efficiency

- ✓ Reduces the time spent on “housekeeping” items such as approving the minutes or warrant.

### Widespread among Cities

- ✓ Most medium-to-large cities in Michigan utilize consent agendas to manage heavy legislative workloads.

### Focused Governance

- ✓ Allows Council members to dedicate more energy to legislative debates.
- ✓ Format is recommended by the Michigan Municipal League (MML) and is standard practice for many of our neighboring municipalities in Wayne County.
- ✓ Consent Agendas communicates a modern, efficient, and policy-focused government




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# Common Consent Agenda Items

- **Meeting Minutes:** Approval of Regular & Special Meeting Minutes
- **Routine Financials:** 2<sup>nd</sup> reading of budget amendments
- **Resolutions:** Memorial, Recognition, or Retirement Resolutions *(\*If info is provided before the agenda is created\*)*
- **Permits:** No-Fee Permits, Special Event Authorizations, Road Closures
- **Reappointments:** Board or Commission reappointments
- **Special Meeting Requests:** Study Session Requests

# Consent Agenda Example: Huron Township


**CHARTER TOWNSHIP OF HURON**  
 22950 Huron River Drive  
 New Boston, MI 48164  
**BOARD OF TRUSTEES**  
**REGULAR MEETING**  
 Wednesday, February 11, 2026  
 6:30 PM



1. CALL TO ORDER at \_\_\_\_\_ P.M.
2. PLEDGE OF ALLEGIANCE TO THE FLAG
3. ROLL CALL:  
 Kelly Trombly \_\_\_\_, Colleen Lazere \_\_\_\_, Julie Martin \_\_\_\_,  
 Donna Mendryza \_\_\_\_, David J Patterson \_\_\_\_, Bryan Polce \_\_\_\_, Renee Ward \_\_\_\_.
4. APPROVAL OF AGENDA
  - a. Regular Meeting - Wednesday, 11 Feb 2026
5. PRESENTATIONS
6. APPROVAL OF CONSENT AGENDA
  - a) **Approval of Minutes:**  
 Regular Meeting – Wednesday, 28 Jan 2026  
[28 Jan 2026](#)
  - b) **Acceptance of Utility Easements:**
  - c) **Acceptance of Communications, Resolutions, Reports:**  
 Community Development Monthly Report  
[CD Monthly Report - January, 2026](#)
  - d) **Approval of Township Bills:**

|                          |       | Year 2026             |
|--------------------------|-------|-----------------------|
| General Fund             | (101) | \$60,596.43           |
| Fire Fund                | (206) | 52,873.96             |
| Police Fund              | (207) | 90,400.66             |
| Building Department Fund | (249) | 5,503.28              |
| Water and Sewer Fund     | (392) | 923,225.59            |
| <b>Total:</b>            |       | <b>\$1,134,599.89</b> |

**CHARTER TOWNSHIP OF HURON**  
 22950 Huron River Drive  
 New Boston, MI 48164  
**BOARD OF TRUSTEES**  
**REGULAR MEETING**  
 Wednesday, February, 11, 2026  
 6:30 PM  
[Bills List 2-11-26](#)



7. PUBLIC COMMENTS
8. PUBLIC HEARING
9. OLD BUSINESS
10. NEW BUSINESS
  - a. Salary Increase for Senior Center Manager  
[Salary Increase for Senior Center Manager - Pdf](#)
  - b. Appointment to the Local Development Finance Authority (LDFA)  
[Appointment to the Local Development Finance Authority \(LDFA\) - Pdf](#)
  - c. Request to Promote PT Police Officer Richard Morrow to FT status (Replacement Hire)  
[Request to Promote PT Police Officer Richard Morrow to FT status \(Replacement Hire\) - Pdf](#)
  - d. Discussion - Creation of Huron Charter Township Foundation  
[Discussion - Creation of Huron Charter Township Foundation - Pdf](#)
  - e. Discussion - Huron Township Timber Sale to Maple Ridge Hardwoods  
[Discussion - Huron Township Timber Sale to Maple Ridge Hardwoods - Pdf](#)
11. PUBLIC COMMENTS
12. DEPARTMENT PRESENTATIONS
13. BOARD OF TRUSTEES COMMENTS
14. ADJOURNMENT

**PLEASE TAKE NOTE:** The Charter Township of Huron will provide reasonable and necessary auxiliary aids and services to those individuals requesting such upon two weeks prior notice to the Charter Township of Huron Clerk's Office. Phone number (734) 753-4466 ext. 131. TDD/voice: (800) 649-3777 (Michigan Relay Service).



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## Items Not Appropriate

- **Items that require discussion or explanation**
- **Controversial or high-impact decisions**
- **New policies, ordinances, or major expenditures**
  - **Introduction of budget amendments**
  - **Expenditures over \$12,000.00 pursuant to Purchasing Ordinance**
  - **New or Amended Ordinances**
- **Approval of bids and contracts**
- **New Appointments to Boards & Commissions**





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# Sample Regular Meeting Agenda



**CITY OF ROMULUS – CITY COUNCIL  
REGULAR MEETING AGENDA  
February 23, 2026  
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](http://www.youtube.com/cityofromulus).

**Pledge of Allegiance**

**Roll Call**

1. **Agenda**
  - A. Approval of Agenda
2. **Public Comment – FOR AGENDA ITEMS ONLY** – (Citizens are to limit their comments to three (3) minutes. All citizens wishing to speak will be heard.)
3. **Approval of Consent Agenda** (All matters listed under the Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered under the next agenda item.)
  - A. Approval of Minutes from Regular Meeting held on Monday, February 9, 2026, at 7:30 p.m.
  - B. Approval of the Minutes from the Special Meeting — Study Session held on Monday, February 9, 2026, at 6:30 p.m. for the purpose of discussing the Master Plan Update — Future Land Use Map Amendments.
  - C. No Fee Permit - Mary Ann Banks Park
  - D. Study Session Request for Monday, March 9, 2026, at 6:45 p.m.
4. **Discussion - Items removed from Consent Agenda** (Items removed from the Consent Agenda of the previous section will be discussed here.)
5. **Petitioner**
  - A. **Petitioner:** Constance Cox **Petition:** Community Craft & Vendor Show Event & Road Closure Request  
**Action:** to authorize a no-fee permit for use of the Historical Park Pavilion for the Community Craft and Vendor Show on Saturday, June 6, 2026, from 11 a.m. to 3 p.m. and the closure of Hunt Street from Bibbins to the entrance of the Post Office.
6. **Chairperson's Report, Tina Talley, Mayor Pro-Tem**
  - A. Approval of the Chairperson's Report
7. **Mayor's Report – Robert A. McCraight, Mayor**
  - A. ITB 25/16-13 2026 Concrete Program Project
  - B. Piggyback on MiDeal Contract for the Purchase of one (1) 2025 Ford Transit 350 12-Person Van
8. **Clerk's Report – Ellen L. Craig-Bragg, Clerk**
  - A. Adoption of Future Land Use Map Amendments - Master Plan
  - B. Resolution to vacate Beauchamp Ave. and adjacent alley located in the Beauchamp Subdivision

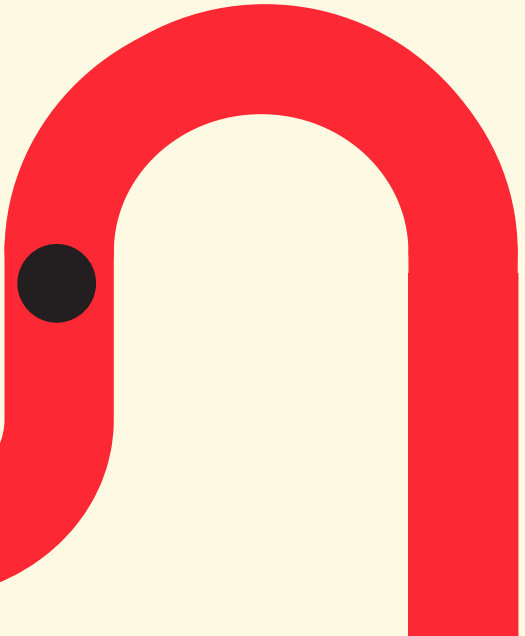
- C. Resolution to consider an alley vacation and schedule a Public Hearing off Monday, March 23, 2026, at 6:45 p.m.

9. **Treasurer's Report – Stacy Paige, Treasurer**
10. **Public Comment** (Citizens are to limit their comments to three (3) minutes. All citizens wishing to speak will be heard.)
11. **Unfinished Business**
12. **New Business**
13. **Warrant**
  - A. Approval of Warrant #: 26-04 for checks presented in the amount of \$825,646.99.
14. **Communication**
15. **Adjournment**



## The “Pulling” Process

- **The Right to Remove:** Any Council member may request to “pull” an item from the consent agenda for separate discussion.
- **No Vote Required to Pull:** If a Council member asks to discuss an item, it is moved to another section of the agenda immediately (e.g. Discussion – Items Removed From Consent Agenda)
- **Transparency:** Ensures that even “routine” items can be scrutinized if a concern arises.





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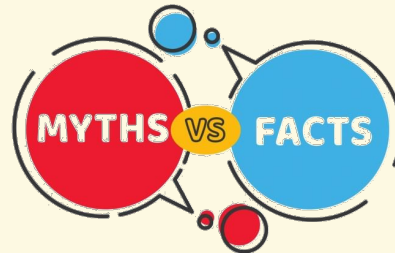
# Common Misunderstandings

## 1. Myth 1: “Consent Agendas hide information”

- **FACT:** Consent agendas are fully published and publicly accessible on the city’s website, and all supporting documents remain available for review.
  - All supporting documents are included in the regular council meeting packet(s).
  - Language will be included on the Agenda next to the Consent Agenda section that says: *“All matters listed under the Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered under the next agenda item.”*

## 2. Myth 2: “Items on a consent agenda are rubber-stamped”

- **FACT:** Council members review all items in advance and retain full authority to remove any item for discussion





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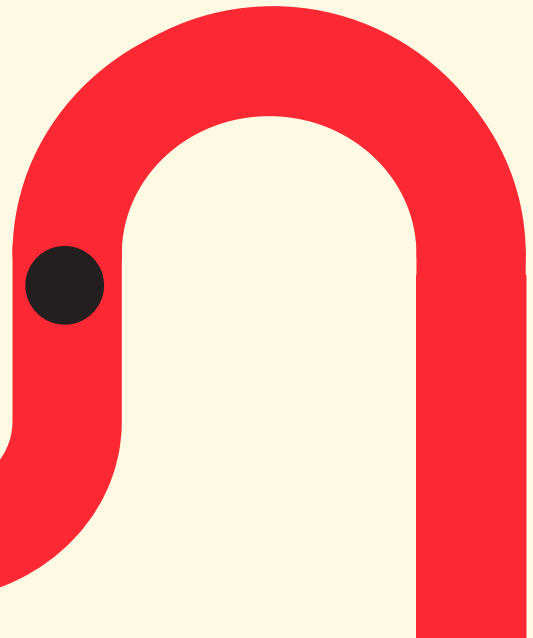
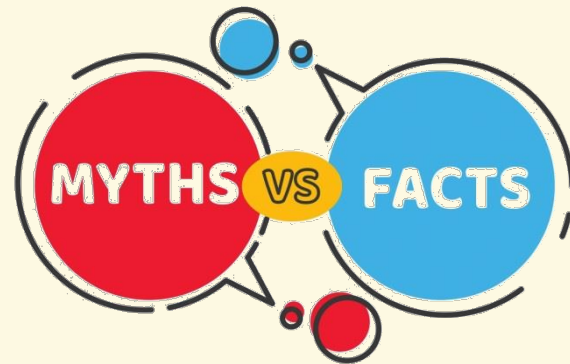
# Common Misunderstandings

### **3. Myth 3: Items cannot be removed once placed on the consent agenda**

- **FACT:** Any council member may remove an item for individual consideration without giving a reason.

### **4. Myth 4: “Consent agendas reduce transparency”**

- **FACT:** The process actually improves clarity by grouping routine items while keeping all documentation open accessible.



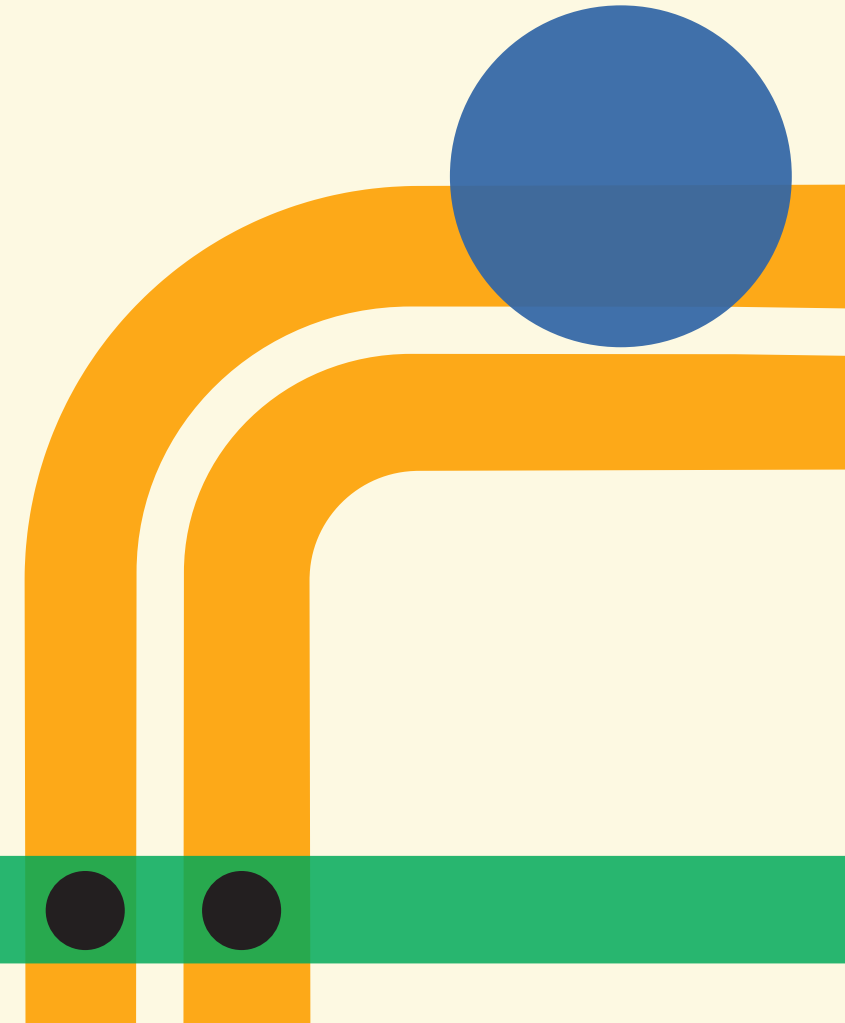


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## Summary

Consent agendas give the City Council a powerful way to run meetings that are more efficient, more focused, and more transparent. By grouping routine, non-controversial items into a single action, the city frees up valuable time for the issues that truly require discussion and public attention.

The Clerk's Office ensures accuracy, documentation, and accessibility, while councilmembers maintain full oversight and the ability to pull any item for debate. When used consistently and thoughtfully, consent agendas help the City deliver smoother meetings, stronger accountability, and a more responsive local government.





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## Next Steps

### **Deliberation**

Council should decide if a Consent Agenda is a format worth considering

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### **Define “Routine”**

The Council should come to a consensus on what it considers “routine items” so that there is consistency when creating the agenda. *(i.e. 2<sup>nd</sup> reading of budget amendments, Minutes, Pumpkin Festival Activities, other City event requests, board reappointments, etc.)*

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### **Trial Period**

The Council could impose a 60-day trial period to determine the effectiveness of a consent agenda vs. a regular agenda

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### **Approval**

The format of a consent agenda will be included in the City Council Rules & Procedures (Bylaws) for approval at the next available Regular Meeting.

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### **Launch**

The Consent Agenda format will be utilized at the next Council Meeting following its approval.

A decorative graphic on the left and right sides of the slide. It features thick, rounded lines in red and orange. A vertical orange line runs down the left side. Two horizontal red lines cross it from the left. On the right, a vertical red line runs down, with a green circle overlapping it. There are two black dots: one at the intersection of the orange and red lines on the left, and another on the red line on the right.

# Questions?

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

**D'Sjonaun Hockenhull, Deputy Clerk**



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14. **Communication**

15. **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.*