1. Agenda

   Documents: 01-22 13 AGENDA.PDF

2. Packet

   Documents: 01-22 13 PACKET.PDF

INKSTER CITY COUNCIL AGENDA

January 22, 2013
26215 Trowbridge, Inkster, MI 48141
(313) 563-4232 www.cityofinkster.com

Mayor – Hilliard L. Hampton, II
Mayor Pro Tem – Marcus L. Hendricks, District II

Council Members:
Timothy Williams, District I
Lorenzo A. Moner, Jr., District III
Michael A. Canty, District IV
Kim Howard, District V
Dennard Shaw, District VI

FELICIA RUTLEDGE CITY CLERK	RON WOLKOWICZ CITY MANAGER	DAVID JONES CITY ATTORNEY

Council may be addressed during the Regular Meeting by filling out the Public Participation Form. Address Council as a whole through the Mayor. Please state your name and your address for the record prior to providing your comments. Comments are limited to three (3) minutes.

Council Orientation Agenda – 6:00 PM

1. Call to Order
2. Discussion
3. Presentations
4. Public Hearing
5. Review of Council Agenda
6. CLOSED SESSION – Council may enter into Closed Session to discuss contract negotiations, purchase or lease of real property and/or pending litigation in accordance with MCL 15.268 (a), (c), (d), (e) and/or (f).
7. Adjournment

January 7, 2013

Regular City Council Agenda – 7:30 PM

1. Call Meeting to Order

   A. Pledge of Allegiance

   B. Roll Call

2. Approval of Agenda

3. Presentations/Discussion

4. Public Hearing

   Submission of the Wayne County 2013-2014 Community Development Block Grant.

   A. Approve the 2013-2014 Proposed Final Statement (with the necessary changes if applicable) for the Wayne County Community Development Block Grant (CDBG) Program. **Pg. 1**

5. Consent Agenda

   A. January 7, 2013 Regular Council Meeting Minutes. **Pg. 3**

6. Boards and Commissions

   A. Update of current list of appointments to Boards & Commissions. **Pg. 7**

7. Previous Business

8. Ordinance(s)

   A. First Reading(s)

   B. Second Reading(s)

9. New Business

   A. Discussion/Action: (Hilton Napoleon) Consider authorizing the Administration to utilize the services of Total Resource Auctions for the purpose of conducting periodic auctions of police vehicles and forfeiture vehicles for the purpose of downsizing the fleet in the police department **Pg. 14**

B. Discussion/Action: Consider approval to apply for the e-Pollbook Grant Program between the Michigan Department of State and the City of Inkster. **Pg. 15**

C. Discussion/Acton: (Councilmember Hendricks) Consider approving the proposed changes to the City of Inkster Water and Sewer Advisory Committee. **Pg. 23**

10. Public Participation

11. Mayor and Council Communication

12. City Clerk

13. City Manager

14. Closed Session - Council may enter into Closed Session to discuss contract negotiations, purchase or lease of real property and/or pending litigation in accordance with MCL 15.268 (a), (c), (d), (e) and/or (f).

15. Adjournment

Felicia Rutledge
City Clerk

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FELICIA RUTLEDGE
CITY CLERK

RON WOLKOWICZ
CITY MANAGER

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Felicia Rutledge
City Clerk

REQUEST FOR COUNCIL ACTION

To: Ron Wolkowicz - City Manager **Date: January 11, 2013**

From: Mark D. Lloyd **Date for Council Consideration: January 22, 2013**
Community Development Director

ACTION REQUESTED: Consider approval of the 2013 – 2014 Proposed Final Statement (with the necessary changes, if applicable) for the Wayne County Community Development Block Grant (CDBG) Program.

Current Action ___X___ Emergency _______ Future _______

Funds Budgeted: If Yes ______ Account #_________________ No _______ N/A __X___

Treasurer's Approval _________N/A________________________

BACKGROUND INFORMATION

A public hearing is being held during the January 22, 2013 City Council meeting per Department of Housing and Urban Development (HUD) guidelines. Public comment on the Proposed Final Statement (attached and included in the public hearing notice) is requested at that time. An approval of the Proposed Final Statement (with the necessary changes, if applicable) is being requested in order to prepare a Final Statement to post and to submit the approved CDBG activities in the amount of an estimated $314,795 to Wayne County for funding. The application is due March 1, 2013.

SCOPE OF SERVICES

HUD National Objectives under the Community Development Block Grant (CDBG) include the following: 1) Benefiting low and moderate income persons; 2) Preventing or eliminating slums and blight; and 3) Meeting an urgent need under a state of emergency. Inkster's activities are directed toward HUD Objectives 1 and 2 above. See attached Proposed Final Statement for Inkster proposed activities.

JUSTIFICATION

Promote neighborhood stability through activities that include housing rehabilitation and development, property redevelopment, infrastructure improvements, code enforcement, environmental clean-up, and elimination of blight.

.

PROJECT OR IMPROVEMENT TASKS

Which of the Five (5) Council Goals does this request meet?

This request addresses city council's goal to improve and promote the image of Inkster by utilizing the grant to fund activities such as elimination of blight thru code enforcement activities, housing rehabilitation and infrastructure improvements to improve the safety and quality of life within our neighborhoods.

COSTS

None. All associated costs are reimbursable through the CDBG grant.

PROJECT TIME TABLE

The grant covers the period of July 1, 2013 – December 31, 2014.

RESOLUTION

Approval of the 2013 – 2014 Proposed Final Statement (with the necessary changes, if applicable) is hereby given for the Wayne County Community Development Block Grant (CDBG) Program.

Resolved by ______________________________ Seconded by ______________________________

Yes:
No:
Absent:

January 7, 2013

Regular City Council Meeting – 7:30 PM

The regular meeting of the Council of the City of Inkster, Wayne County, Michigan convened in the Council Chambers, 26215 Trowbridge, on Monday, January 7, 2013

Prior to the Regular Council Meeting:

Moved by Councilmember Canty, Seconded by Councilmember Moner that Council convene into a Closed Executive Session at 6:35 p.m. to discuss pending litigation in accordance with MCL 15.286 (e).

Roll Call Vote: Hampton, Moner, Hendricks, Shaw, Howard, Williams, Canty

YEAS: 7
NAYS: 0
ABSENT: 0

Moved by Councilmember Canty, Seconded by Councilmember Moner to adjourn the Closed Executive Session at 7:17 p.m. – Motion carried unanimously.

Call Meeting to Order

Mayor Hampton called the meeting to order at 7:35 p.m.

Pledge of Allegiance

City Council and the public in attendance pledged allegiance to the flag of the United States of America.

Roll Call

Mayor Hampton	Present	Councilwoman Howard	Present
Councilman Moner	Present	Councilman Williams	Present
Mayor Pro Tem Hendricks	Present	Councilman Canty	Present
Councilman Shaw	Present		

***A Quorum was present**

Approval of Agenda

Moved by Moner, Seconded by Mayor Pro-Tem Hendricks to approve the agenda.
Resolution 01-13-01R - Motion carried unanimously.

Presentations/Discussion

None

Public Hearings (N/A)

None

Consent Agenda

A. December 17, 2012 Regular Council Meeting Minutes.

B. Police and Fire Pension Payment December 2012.

C. Allen Brothers Attorneys & Counselors, PLLC, Invoice $ 26,681.05.
*** (moved to item C under New Business for discussion)**

> **Moved by Councilmember Shaw, Seconded by Councilmember Canty to approve the consent agenda**
> **Resolution 01-13-02R**- Motion carried unanimously.

Boards and Commission

A. Update of current list of appointments to Boards & Commissions

> **Draft Amendment of the City of Inkster Water and Sewer Advisory Committee submitted by Mayor Pro-Tem Hendricks for review by City Council. Recommendations and removals will take place at the January 22nd, 2013 City Council meeting.**

Previous Business
None

Ordinance(s)
None

New Business

A. Discussion/Action: (Mark Lloyd) Consider approval of offer to purchase (Case # LD12-39) vacant land east of 26640 New York Avenue being legally described as lot 572 also ½ adj. vac. Alley also W. ½ adj. vac alley, Westwood Sub of Van Alstine Far, T2S, R10E, L40, P29, 30 WCR (Property ID # 022-01-0572-000) in the amount of $300.00 to Financial Freedom (sub of) One West Bank, FSB.

> **Moved by Councilmember Canty, Seconded by Councilmember Moner**
> **Resolution 01-13-03R** – Motion carried unanimously.

B. Discussion/Acton:(Mark Lloyd) Consider approval to hold a public hearing on January 22, 2013 at 7:30 p.m. in city Council Chambers located at 26215 Trowbridge for the Wayne County 2013-2014 Development Block Grant (CDBG) application.

> **Moved by Councilmember Williams, Seconded by Councilmember Howard**
> **Resolution 01-13-04R** – Motion carried unanimously.

C. Discussion/Action: (Councilmember Shaw) Discussion and approval of Consent Agenda item "C" Allen Brother Attorneys & Counselors, PLLC, Invoice $ 26,681.05.

> **Moved by Councilmember Shaw, Seconded by Councilmember Moner**
> **Resolution 01-13-05R** – Motion carried unanimously.

Public Participation

- Willie Johnson- Asked about the cost associated with the new water meters and how much the contract was for the installation of the new meters.
- Paul- Commented that the City of Inkster has the highest water bill rates in the country. He said that City Council does not provide residents with straight answers regarding the water bill and water rates.
- Zora Nasir- Commented that she is a Community Organizer for the City of Inkster, Family Literacy Movement Program. She said that "Reading Rallies" occur every month and the next one is January 26, 2013. The Literacy events that she hosts promote reading and literacy.
- Larry Bonerack- Commented that his neighbor moved out of the City of Inkster. He gave a stellar compliment to his neighbor on the upkeep of their property. He said that the new residents that were to move into his neighbor's house moved to another city after finding out about the high water rates in Inkster. He is disappointed that the city has not implemented an opt out program for the new water meters.
- George Williams- Commented that every city that gets their water from Detroit gets 1000 gallons of water and the City of Inkster gives 750 gallons of water. He said this practice is discriminatory and he is looking into his options legally.
- Larry Smith-Commented about the high water rates and water bills.
- Gina Steward- Commented to City Council about HIV Awareness. She said that the numbers for HIV has increased in all communities. She noted that free testing is available on the 2nd Monday of each month and encouraged everyone to get tested and get tested early.
- Karen Lee- Thanked DPS Director, Jerome Bivins for answering her questions. She asked about the vehicles that DPS sold and what would be done with the monies. In addition she commented that the ladies restroom at the Recreation Complex is leaking and the lights are out.

Mayor and Council Communications

Councilwoman Howard- Asked why two car washes were being used for the Police and Fire Fleets? In addition she asked are fleet cars purchased or leased?

Councilman Williams- Asked the City Manager the status of the study that is being conducted by an outside source on the water meters. He said that he has called a meeting at the Inkster complex on Thursday January 10, 2013 at 6:00 p.m. to allow residents to come together with their ideas and to discuss the water rates. He said this is an issue that he is going to address and wants to address the residents concerns and will tell residents that if they plan on suing the City of Inkster, they are suing themselves.

Councilman Moner- Commented that he would like to see a person that is specifically assigned to answer the phones at City Hall. He has had several complaints about departments not answering the phones and would like to provide a higher level of service. He would like for voicemail to be turned off and have callers get an actual person to speak with who can direct their calls to the different departments within the city. The 2014 City calendars are being worked on. The Auxiliary Police are doing a great job.

Councilman Shaw- Affirmed his commitment to his district and the community. He said that his door is always open and he is available.

Mayor Hampton- Wished all residents a Happy New Year. He said he is Mayor and has been for quite some time because he operates on the principals of transparency, integrity and truthfulness. He said the water bills are a huge issue but he encourages residents to have a closer look at the reason why and to understand the issues and get the facts. He said that the water rates are high because residents did not pay past water bills and the city had not implemented a shut of plan. In addition he said that the city is trying to become whole and that City Council is trying to be responsible and do the right thing. He said that he welcomes any ideas and encourages residents, department heads and the cities leadership to be innovative and creative.

City Clerk

None

City Manager

Credited DPS for doing their due diligence with the winter storm on the 23rd of December.

Closed Session

None

Adjournment

There being no further business to come before Council, on motion duly made by Council Member Moner, Seconded by Councilmember Williams and carried, the Regular Council meeting of January 7, 2013 was adjourned at 8:58 p.m.

Felicia Rutledge, City Clerk
City of Inkster

January 22, 2013

CITY OF INKSTER

Boards & Commissions

[MADE OPERATIVE BY STATE LAW, CITY OF INKSTER CHARTER PROVISION OR CITY OF INKSTER ORDINANCE

AGING COMMISSION

[MEETINGS: Third Friday of each month at 1:00 p.m., Twin Towers Activity Room]

2 Year Term	9 Members	Ordinances: 414,457 & 508
Ronald Wolkowicz, Director		Tenure
Denise Champagne, Project Dir.		Tenure
- (Ex-Officio Member)		
Rochelle Wells		Exp. 08/20/14
April Walton		Exp. 01/18/13
Audrey Jean Searcy		Exp. 06/02/14
Doris Horne		Exp. 09/07/14
Theola Jones		Exp. 11/15/14
Henry Wade		Exp. 03/07/13
Dorothy M. Moore		Exp. 11/15/12
Nellene Moore		Exp. 08/16/14
Dorothy Gardner		Exp. 06/16/14
Chuck Coleman		Exp. 04/04/13
Gabe Henderson		Exp. 04/04/13

BOARD OF REVIEW

[MEETINGS: March, July and December]

Annual Appointment	3 Members	Charter Provision and State Law
Alfreda Robinson		Clerk of the Board – Non Voting
Gloria Brown		Exp. 12/31/12
Ned Sanders (Alternate)		Exp. 05/02/12
Dante Williams		Exp. 03/19/13
Celeste McDuffie		Exp. 03/19/13

BEAUTIFICATION COMMITTEE

[MEETINGS: Second Monday of each month @ 6:00 p.m., Recreation Center]

2 Year Term

Toni Bailey	Exp. 04/26/14
Enoch Jackson	Exp. 04/26/14
Joe Burton	Exp. 04/26/14
Rev. George Williams (T)	Exp. 04/26/14
Eunice Williams (C)	Exp. 04/26/14
Wyanetta Motley (S)	Exp. 04/16/14
Horace Jordan	Exp. 04/26/14
Larry Motley (C)	Exp. 04/26/14
Dorothy McClendon	Exp. 05/14*
Dr. Evelyn Clark	Exp. 05/14*
Tommie Jones	Exp. 05/14*
Cephus Thomas	Exp. 04/26/14
Clareese Jordan	Exp. 11/13
LaShawn Westbrook	Exp. 05/14*
Blinda Jones	Exp. 05/14*
Robert Broadnax	Exp. 05/07/14
Minnie Johnson	Exp. 05/14*
Alana Glover	Exp. 05/07/14
Gabe Henderson	Exp. 05/7/14
Shera Johnson	Exp. 05/14*
Demetrius Dalton	Exp. 05/21/14
Henry Wade	Exp. 05/14*

BEAUTIFICATION COMMITTEE (continued)

John W. Gee, Jr.	Exp. 05/14*
Tania James	Exp. 05/14*
Khalisha Nathan	Exp. 05/21/14
Toya Ellis	Exp. 05/14*
Princella Ellis	Exp. 05/21/14
Theresa Lindsey	Exp. 05/21/14
Norma Taylor	Exp. 05/21/14
Alto Baker	Exp. 05/14*
Kent Hudson	Exp. 05/14*
Donna Towns	Exp. 06/04/14
Elcfernick M. Lotman	Exp. 06/14*
Epson Johnson	Exp. 06/14*
Patricia Morgan	Exp. 06/14*
LeVania Henderson	Exp. 06/18/14

BUILDING AUTHORITY COMMISSION - *Inactive*

[MEETINGS: Second Monday in January]

3 Year Term | 5 Members | State Law and Resolution 74-1-39

Nathaniel Elcock	Exp. 12/31/05
Hersey Bryant, (C)	Exp. 12/31/00
Horace Wells	Exp. 12/31/01

CABLE TELEVISION COMMISSION

[MEETINGS: Second Tuesday of each month at 6:00 p.m., Recreation Center]

3 Year Term | 9 Members | Ordinances 593 and 609

Timothy Williams Ex-Official		Exp. 11/16/12
~~Danny Van Schoiack~~	Dist. 1	Exp. 12/01/11
Vacant	Dist. 2	
Vacant	Dist. 3	
Alfreda Flowers	Dist. 4	Exp. 06/04/15
Vacant	Dist. 5	
Lewis Gregory (C)	Dist. 6	Exp. 01/04/13
~~George Coller~~	**Mayoral**	Exp. 03/16/12
~~Carmen Mitchell~~	At-Large	Exp. 02/18/11

CANVASSERS BOARD

[MEETINGS: As Required]

4 Year Term | 4 Members | State Law

Deborah Owens (Dem)	Exp. 12/31/15
Gloria Brown (Dem)	Exp. 06/04/16
Courtney Owens (Dem)	Exp. 06/04/16
Eugene Brazeal (Rep)	Exp. 08/06/16

CIVIL SERVICE COMMISSION AND BOARD OF ETHICS

[MEETINGS: Monthly]

3 Year Term | 3 Members | Ordinances 237 & 559

Clarence Oden	Exp. 6/18/15
Vacant - (Employee Representative)	
~~James White~~ - (Commission Appointment)	Exp. 12/04/11

CONSTRUCTION BOARD OF APPEALS/DANGEROUS BUILDING BOARD

[MEETINGS: As required]

3 Year Term	3 Members	Ordinance
Theola Jones		Exp. 04/14
~~Henry Wade~~		Exp. 05/11
- (Licensed Plumber)		
Kenyatta Mason		Exp. 11/12
- (Licensed Electrician)		
Marcus Hendricks – Temporary Alternative		
- (Licensed Electrician)		
Muzaffar Lakhani – Building Inspector		
- (Licensed Engineer/Inspector)		
Yuri Mayorchak		Exp. 11/13
George A. Chatman		
David Stevens		

DOWNTOWN DEVELOPMENT AUTHORITY

[MEETINGS: Third Tuesday of each month, 6:00 p.m. City Hall Council Chambers]

4 Year Term	12 Members	State Law and Ordinances 687 and 741
Hilliard L. Hampton, II		Tenure
Patrick Wimberly (Treasurer)		Exp. 01/18/14
Lewis Gregory		Exp. 09/20/14
Eugene Brazeal		Exp. 07/20/13
Tom Costello (VC)		Exp. 10/06/12
Stephanie Taylor (C)		Exp. 11/03/12
Cheryl Brown		Exp. 07/19/14
Andrea Parson		Exp. 08/01/15
Winston Wade		Exp. 12/17/16
Vacant		

ECONOMIC DEVELOPMENT CORPORATION (BOARD OF DIRECTORS)

[MEETINGS: Second Thursday each month, held in the Conference Room, City Hall]

6 Year Term	11 Members	State Law and Ordinances 517 and 570
Hilliard L. Hampton, II		
Bishop Walter Starghill, Jr.		Exp. 06/07/16
Patrick Wimberly		Exp. 06/07/16
Cheryl Stinson		Exp. 06/07/16
Deborah Walker		Exp. 06/07/16
Mary Weislo		Exp. 03/07/17
Cassandra Leonard		Exp. 06/07/16
Herbert Johnson		Exp. 06/07/16
Vacant		
Vacant		

ELECTRICAL EXAMINING BOARD

Indefinite Terms	4 Members	State Law and Ordinance 616
Walter Bays (Elec. Cont.)		
Andrew Hughes (Adm. Official)		
Carlton Trouteaud (Rep. of Detroit Edison)		

HOUSING AND REDEVELOPMENT

[MEETINGS: Third Tuesday of each month at 6:30 p.m., 4500 Inkster Road]

5 Year Term	6 Members	State Law and Ordinance 99

Tony Love, Director & Secretary	Tenure
William Acklin	Exp. 03/17
Ernest Hendricks	Exp. 03/13
James Orr	Exp. 11/13
Ernestine Williams	Exp. 03/13
Delphine Oden	Exp. 08/14

INKSTER HISTORICAL COMMISSION

[MEETINGS: Third Saturday of each month at 10:30a.m. Library Study Room]

2 Year Term	7 Members	State Law and Ordinance 196

Vacant	Dist. 1	
Vacant	Dist. 2	
Vacant	Dist. 3	
Vacant	Dist. 4	
Vacant	Dist. 5	
Michael Wells	Dist. 6	Exp. 12/20/12
Vacant		

LIBRARY BOARD 4 year term

Michael Wells	Exp. 2015
Sandra Markwart	Exp. 2015
Dorothy Gardner	Exp. 2015
Dosys Thompson	Exp. 2015
LaDon Gibbs	Exp. 2015
Paulette Dye	Exp. 2015

LOCAL BUSINESS ENTERPRISE ADVISORY COMMITTEE

[MEETINGS: Third Tuesday of every month at 6:30 P.M., Inkster City Hall]

2 Year Term	7 Members	Ordinance: 603

Vacant	Dist. 1	
Curtistine Barge	Dist. 2	Exp. 12/05/13
Vacant	Dist. 3	
Vacant	Dist. 4	
Vacant	Dist. 5	
Vacant	Dist. 6	
Vacant	**Mayoral**	

LOCAL OFFICERS COMPENSATION COMMISSION

[MEETINGS: Minimum of One Meeting Each Odd-Numbered Year.]

7 Year Term	7 Members	State Law and Ordinance 409

Theodore Mimms	Exp. 11/19/14
Eugene Thompson (VC)	Exp. 11/19/14
Dorothy Gardner	Exp. 11/19/14
Darwin Howard	Exp. 12/15/14
William Howard	Exp. 11/03/15
Cheryl Stinson	Exp. 02/02/16
Vacant	

PARKS AND RECREATION COMMISSION

[MEETINGS: First Tuesday of each month at 7:30 P.M., Recreation Complex]

2 Year Term — 9 Members — Ordinances: 493 & 551

Sandra French	Dist. 1	Exp. 04/30/14
Shirley Miller	Dist. 2	Exp. 03/25/14
Shelby Johnson	Dist. 3	Exp. 01/03/14
Vernell Massey	Dist. 4	Exp. 11/04/14
Gloria Mitchell	Dist. 5	Exp. 07/18/13
James Richardson IV	Dist. 6	Exp. 01/03/14
Tonia Williams	Mayoral	Exp. 04/04/13
Sheila Garland	Mayoral	Exp. 05/21/14
Norma McDaniel	Council	Exp. 12/20/12

PARKS AND RECREATION YOUTH COMMISSION

2 Year Term — 6 Members

Vacant	Dist. 1	
Vacant	Dist. 2	
Cory Wells	Dist. 3	Exp. 12/05/13
Vacant	Dist. 4	
Vacant	Dist. 5	
Vacant	Dist. 6	
Vacant	**Mayoral**	

PLANNING COMMISSION

[MEETINGS: Fourth Monday of each month at 7:30 p.m., City Council Chambers]

3 Year Term — 9 Members — State Law and Ordinance 33

Marcus Hendricks	Tenure
Hilliard L. Hampton, II	Tenure
Darryl Davis (City appointee)	Exp. 10/15
Robert Thomas	Exp. 10/15
Emmereal Wells (C)	Exp. 01/15
James Garrett (S)	Exp. 02/14
Edward Manier	Exp. 06/13
Sam Brown (VC)	Exp. 10/14
Vacant	

POLICE AND FIREMAN RETIREMENT SYSTEM BOARD OF TRUSTEES

[MEETINGS: First Thursday of each month at 6:00 p.m., Fire Station]

2 Year Term — 5 Members — Charter

Jean Overman **Mayoral**	Exp. 10/14
Barry O'Bryan	Exp. 12/13
Christopher Crawley	Exp. 12/13
Hilliard L. Hampton II **Council**	Exp. 12/14
Charles Hines **(Pension Board Appt)**	Exp. 12/12

WATER REVIEW COMMITTEE

[MEETINGS: Scheduled by Chairman Marcus Hendricks, City Hall TIFA Room]

Octavia Smith	Exp.
Jessie Shelby	Exp.

ZONING BOARD OF APPEALS (ZBA)

[MEETINGS: First Thursday of each month at 7:30 P.M., City Council Chambers]

3 Year Term	7 Members	State Law and Ordinance 277
Vacant	Dist. 1	
Vacant	Dist. 2	
James Cross (VC)	Dist. 3	Exp. 11/02/12
Roosevelt Stubbs	Dist. 4	Exp. 05/16/14
Vanola Williams	Dist. 5	Exp. 08/20/11
Norma McDaniel (S)	Dist. 6	Exp. 10/19/12
Lawrence Chastang PC Rep. (C)		Exp. 08/15/12

COMMITTEES FORMED BY COUNCIL RESOLUTIONS

TAX INCREMENT FINANCE AUTHORITY

[MEETINGS: Second Thursday of each month at 6:30 P.M., City Hall Council]
6 Year Term 13 Members Resolution 85-8-331

Hilliard L. Hampton, II	Tenure
Ron Wolkowicz	Tenure
Bishop Walter L. Starghill, Jr.	Exp. 06/07/16
Herbert Johnson	Exp. 06/07/16
Deborah Walker	Exp. 06/07/16
Cheryl Stinson	Exp. 06/07/16
Patrick Wimberly	Exp. 06/07/16
Cassandra Leonard	Exp. 06/07/16
Mary Weislow	Exp. 06/07/16

TIFA WORKING COMMITTEE FOR THE JUSTICE CENTER

5 Members

Bishop Walter L. Starghill	Exp. 06/07/16
Herbert Johnson	Exp. 06/07/16
Deborah Walker	Exp. 06/07/16
Cheryl Stinson	Exp. 06/07/16
Vacant	

BROWNFIELD REDEVELOPMENT AUTHORITY

[MEETINGS: Second Tuesday of each month at 5:00 P.M., City Hall Council Chambers]
Terms 1, 2 and 3 years Up to 9 members Resolution 02-9-458

Timothy Williams, City Council Representative	Tenure
Ron Wolkowicz, City Manager	Tenure
Mark Stuhldreher, Treasurer	Tenure
Mark Lloyd, Community Development Director (VC)	Tenure
Tonia C. Williams (C)	Exp. 6/27/14
Dorothy Gardner	Exp. 10/05/15

CARVER HOMES DISTRICT CITIZENS COUNCIL- *Inactive*

[MEETINGS: Third Thursday of each month at 6:30 P.M., St. Clements Manor]

Velma Hammons
Daniel Henderson
Willie Johnson
Bessie Jones
Melodie Jones
Clara Gray-Joiner
Geneva Lyles
Norma McDaniel
Ramona Rogers
Antonio Shaw
Jacqueline Treadway
Rita Watson
Barbara Whatley
Julius Williams
Glaynda Wright
Chris Yatooma

NOTES:

Vacancies and/or Expired terms

*Has not taken the oath

REQUEST FOR COUNCIL ACTION

To: Ron Wolkowicz - City Manager | Date: January 17, 2013

From: Hilton Napoleon, Chief of Police | **Date for Council Consideration: January 22, 2013**

ACTION REQUESTED: Council Resolution authorizing the Administration to utilize the services of Total Resource Auctions for the purpose of conducting periodic auctions of police vehicles and forfeiture vehicles for the purpose of downsizing the fleet in the police department.

Current Action __X_____ Emergency _______ Future _______

Funds Budgeted: If Yes ______ Account #_________________ No _______ N/A _______

Treasurer's Approval ____________________________________

BACKGROUND INFORMATION

The Inkster Police Department Detective Bureau utilized the vehicles for Detectives responding to crime scenes after hours and day to day operations. The Narcotics Unit used the forfeiture vehicles for undercover operations. Patrol Operations utilized the marked vehicles for patrol operations and for use by the Auxiliary Officers.

SCOPE OF SERVICES

By authorizing the auction of these vehicles, it will allow the Police Department to purchase much needed newer marked patrol vehicles for police patrol operations.

JUSTIFICATION

Due to numerous cutbacks within the Police Department, it is necessary to reduce the fleet. By reducing the fleet, it will provide a significant savings for the cost of insurance.

PROJECT OR IMPROVEMENT TASKS

Which of the Five (5) Council Goals does this request meet?

Note to Department Heads: You may indicate anywhere from one to all five goals, if applicable.

1. Enhance Public Safety & Strengthen the Police Department

COSTS

All costs will be taken from the sale of the vehicles.

PROJECT TIME TABLE

As soon as possible, pending approval by Mayor and Council.

RESOLUTION

Authorization is hereby given to administration to utilize Total Resource Auction to auction police vehicles.

Resolved by ______________________________ Seconded by ______________________________

Yes: ______
No: ______
Absent: ______

REQUEST FOR COUNCIL ACTION

To: Ron Wolkowicz - City Manager **Date: January 16, 2013**

From: Felicia Rutledge **Date for Council Consideration: January 22, 2013**
City Clerk

ACTION REQUESTED: Consider approval to apply for the e-Pollbook Grant Program between the Michigan Department of State and the City of Inkster.

Current Action ___X___ Emergency _______ Future _______

Funds Budgeted: If Yes _____ Account #________________ No _______ N/A __X___

Treasurer's Approval _________N/A_______________________

BACKGROUND INFORMATION

Federal funds are provided under the Federal Help America Vote Act (HAVA) to provide free laptop computers to City and Township Clerks who agree to use the Michigan's Qualified Voter File Electronic Pollbook software. The laptops and accessories are provided at no cost and are part of a grant. The laptops have a 3 year warranty. As a bonus incentive to get jurisdictions to switch to the e-pollbook, the State of Michigan is offering cities/townships that use the e-poll assistance by paying 50% of their extended warranty and contract cost for their tabulators (M-100's)

SCOPE OF SERVICES

Each polling location will be provided with one laptop, one encrypted 1 gigabyte (GB) USB flash drive, one mouse, and one magnetic stripe card reader. The primary use of the laptops must be related to e-Pollbook activities. The City of Inkster will agree to use laptop/accessories in all precincts for all elections and provide antivirus protection.

JUSTIFICATION

The e-Pollbook improves voter check-in and ballot issuance process by providing:

- Accurate jurisdiction-wide voter look-up.
- Ability to re-direct voters who are in the wrong precinct.
- Ability to look-up, verify and issue a ballot to a voter in one step.
- Auto tracking and completion of the Ballot summary.
- Quick and accurate voter history uploads.
- Ability to speed up the end of the night closing process.
- Post election downloading of voter history takes seconds.

PROJECT OR IMPROVEMENT TASKS

Which of the Five (5) Council Goals does this request meet?

This request addresses city council's goal to improve and promote the image of Inkster by providing for a good voter experience and a quick and accurate check-in and check-out process.

COSTS

There is no cost to the city to participate in this program. This is a grant. As a bonus incentive, jurisdictions that participate in the program, the State of Michigan has agreed to pay 50% of the extended warranty services on the jurisdictions tabulators. There will be no cost for the required anti-virus software. The city already has a license for the anti-virus software Symantec.

PROJECT TIME TABLE

The Elections Bureau will review and approve the agreement. The City of Inkster will be provided with a copy of the fully executed agreement and an acceptance certificate. The acceptance certificate certifies that the laptop/accessories package has been received, tested, and is in working condition. The Clerk's office will have 10 days to return this form upon receipt of the laptops.

RESOLUTION

Approval to apply for the e-Pollbook Grant Program between the Michigan Department of State and the City of Inkster.

Resolved by ______________________ Seconded by ______________________

Yes:
No:
Absent:

December 5, 2012

STATE OF MICHIGAN
MICHIGAN DEPARTMENT OF STATE
AND
______________________ ☐ City ☐ Township
in ________________ County
GRANT AGREEMENT

QUALIFIED VOTER FILE'S ELECTRONIC
POLL BOOK (EPB)
LAPTOP & ACCESSORIES PURCHASE

This Grant Agreement is between the Michigan Department of State ("Department") and ________________________ ("Grantee"). This document shall constitute the Grantee's agreement for the receipt of goods purchased with federal funds provided to the Department under the provisions of Title II, Section 251, of the Help America Vote Act (HAVA), CFDA 90.401. The Department refers to this program as the Qualified Voter File's Electronic Poll Book (EPB) Project.

The purpose of this grant is to provide EPB laptops/accessories to all voting precincts in participating jurisdictions throughout the state of Michigan to be used during elections to automate and document certain voter verification and ballot tracking functions as performed by the various boards of election inspectors at the polls and to automate the updating of the Qualified Voter File (QVF) voter history following an election.

1. Grant Period:
Original Grant Agreements must be signed and returned. No photocopies, faxed copies, or altered Grant Agreements will be accepted. EPB laptop/accessories will be provided after Grant Agreements have been received from participating jurisdictions. Agreements should be returned to:

Zada Schriner
Michigan Department of State
Budget Services Division, Grant Section
430 West Allegan, 4th Floor
Lansing, MI 48918

2. Program:
This program provides an EPB laptop with accessory package to each voting precinct to be used for each election. This package consists of one laptop, one encrypted 1 gigabyte (GB) USB flash drive, one mouse, and one magnetic stripe card reader. The primary use of the laptop/accessories must be related to EPB activities. Other uses are acceptable if they directly relate to the administration of elections. By participating in this program, the Grantee agrees that the laptop/accessories' primary use will be related to EPB. The program will apply to an entire jurisdiction; no precinct or any other subdivision of the Grantee's jurisdiction can be excluded from this program. The Grantee agrees to use the laptop/accessories in all precincts for all elections. (The Bureau of Elections may approve the use of the EPB in fewer than all precincts upon request.) Laptops/accessories must be made available for the conduct of all school, village or other consolidated elections.

3. **Acquisition:**
The Department will review and, once approved, provide the Grantee with a copy of the fully executed Grant Agreement signed by a signatory from ________________________ and the Department. The Department will initiate laptop/accessories orders directly with the contractor and will provide the Grantee with an Acceptance Certificate/Payment Authorization Form, which must be submitted by the Grantee to the Department within ten days of the receipt of the laptop/accessories. This form certifies that the laptop/accessories package has been received, tested, and is in working order. It will also serve as authorization for the Department to pay the contractor.

4. **Ownership:**
The Grantee will own the laptop/accessories purchased with funds awarded under this Grant Agreement. A control system must be developed to ensure adequate safeguards to prevent loss, damage or theft of the laptop/accessories. Any loss, damage or theft shall be investigated and reported to the Department. Adequate maintenance procedures must also be developed to keep the laptop/accessories in good condition. If the Grantee, for any reason, stops utilizing the laptop/accessories for the purpose intended, it must notify the Department. Disposal of the laptop/accessories is at the Departments' discretion and requires notification by the Grantee.

5. **Records Maintenance and Retention:**
The Grantee must retain all books, accounts, reports, files, and any other records relating to this program for a period of not less than 6 years from the date of the Department's final expenditure report to the federal government, or until any litigation or audit findings have been resolved. These materials, along with all laptop/accessories must be produced for inspection, review and/or audit when required by the Department. The laptop must have an affixed label (provided by the Department) indicating that it was purchased with HAVA funds. For Federal audit and inventory purposes, the Grantee will also provide information to the Department pertaining to any maintenance that requires replacement of any laptop/accessories.

6. **Secure Computing:**
Grantees are required to provide Antivirus protection for all laptops under this program. (Any commercially available antivirus program is acceptable.). The anti-virus software and virus definitions must be enabled and kept up to date. Users are required to scan their laptops and external flash drives for viruses regularly and minimally within one week before each Election Day. On Election Day, the laptop cannot be connected in any way to the Internet or to any network. Grantees and their authorized assistants agree not to leave the EPB software signed-on while unattended. Grantees agree to abide by all security requests made by the Bureau of Elections and to allow the Bureau of Elections access to all laptop/accessories upon which the EPB is installed to perform random audits and/or inventories.

7. **Software Requirements:**
The EPB software may only be activated for official Election Day use or to perform pre-election testing and training. Versions of the EPB created for testing and training purposes must be deleted prior to use at an election. The EPB must be installed and operated in a manner designated by the Bureau of Elections. The folder and associated files may not be copied, moved, or replicated to any drive or folder other than those designated by the Bureau of Elections.

To access voter data within the EPB, a "strong" encryption key must be set in the QVF EPB export screen. ("Strong" is defined as an encryption key that contains at least eight upper and lower case alpha and numeric characters.) The encryption key should be known only to the Grantee and authorized assistants. Grantees and their authorized assistants having access to the encryption key agree that the encryption key will not be shared or displayed.

The Grantee understands that all users, including each election inspector granted access to the EPB, must be assigned a unique UserID and password. Passwords must be "strong". UserIDs and passwords should be memorized or stored in a secure location. Grantees and their authorized assistants agree that unique UserIDs and passwords will not be shared or displayed.

All EPB files extracted from QVF for Election Day use or created within the EPB software on Election Day must be stored on an encrypted flash drive. The encrypted flash drive must be delivered to a designated local receiving board by two election inspectors representing different political party affiliations under seal immediately following the close of polls. The local receiving board and local Clerk must ensure the security of the encrypted flash drives after the election.

Voter history must be uploaded and all EPB data stored on the QVF PC, the encrypted flash drive and the EPB used at the polls on Election Day must be deleted by the 7th Calendar day following the final canvass and certification of the election unless a petition for recount has been filed and the recount has not been completed or the deletion of the data has been stayed by an order of the court or the Secretary of State.

Grantees agree that at no time will they allow the EPB software to be distributed, decompiled, reverse engineered, or be used for any purpose other than the software's intended election management functionality.

8. User Participation:

Eligibility to participate requires that the Grantee agrees to maintain the QVF and update election and voter history data by:

1. Ensuring the entry of new and updated voter information prior to each election;
2. Ensuring all survey information is provided to the County as required for E-Wizard stages 1 and 2 within set deadlines;
3. Ensuring storage, distribution, and collection of the laptop/accessories, including installation and initial setup of the EPB on the laptops prior to and after Election Day;
4. Ensuring the entry of voter history within 7 days after election;
5. Evaluating and maintaining their street indexes.
6. Setting up ballot styles, AV counting boards and combined precincts when appropriate in the QVF software for every election.
7. Otherwise maintaining the QVF in any way deemed necessary by law or by the Department.

The Grantee also agrees to:

1. Certify in writing prior to every election as directed by the Bureau of Elections that the jurisdiction is prepared to use the EPB.
2. Attend and successfully complete a training session sponsored by the Bureau of Elections prior to delivery of equipment.

The Grantee also understands that:

1. The EPB software contains personal voter information that must be protected;
2. All State data security requirements and procedures must be followed as identified in (Attachment 1).

The Grantee further agrees that:

1. One or more receiving board(s) must be authorized and used in conjunction with the EPB. The receiving boards will be responsible for reviewing and attesting to the genuineness of the reports generated from the EPB as supplements to the official Poll Book for each precinct and for performing other duties as defined to ensure the timely completion, assembly, and security of all required election documents and materials as defined by law. Grantee must establish receiving board(s) for each election or otherwise comply with procedures prescribed by the Bureau of Elections.
2. In the event of a system interruption, malfunction, or failure, the following hardcopy documents and forms will be immediately delivered to each affected precinct:
    a. Official Precinct List
    b. List of Voters as a supplement to the precinct Poll Book
    c. Ballot Summary as a supplement to the precinct Poll Book
    d. Remarks Section as a supplement to the precinct Poll Book
3. All contingency measures as defined by the Bureau of Elections will be immediately implemented in the event of a system interruption, malfunction, or failure during the course of an election.

9. Training:

The Bureau of Elections will provide training and consultation on the installation and use of the EPB software. EPB administrators and authorized assistants will be required to participate in an initial state-provided training session prior to receiving the laptops and peripherals and using the EPB software. EPB administrators and authorized assistants will be responsible for the training of their election inspectors. The training session will consist of an EPB operation manual, election inspector instructions, and required security practice orientation. The QVF Help Desk will offer advice and instruction on the installation and use of the EPB software. The QVF Help Desk does not support laptop/accessories issues. Hardware issues need to be addressed as stipulated in the warranty agreement.

10. Mandatory Conditions:

Laws

This is a State of Michigan Grant Agreement and is governed by the laws of the State of Michigan. Any dispute arising as a result of this agreement shall be resolved in the State of Michigan.

Validity

This Grant Agreement is valid upon approval by the State Administrative Board and approval and execution by the Department.

Funding

This Grant Agreement is subject to and contingent upon the availability and appropriation of federal funds and any necessary State appropriation.

Cancellation

The Department may cancel this Grant Agreement upon failure to comply with the terms of the grant.

Entire Agreement
This Grant Agreement shall represent the entire agreement between the Department and Grantee regarding HAVA funding for EPB laptop/accessories, and supersedes any prior oral or written agreements, and all other representations between the parties relating to this subject.

Adherence to Terms
The failure of a party to insist upon strict adherence to any term(s) of this Grant Agreement shall not be considered a waiver or deprive the party of the right thereafter to insist upon strict adherence to that term, or any other term of the Grant Agreement.

11. Administration of Agreement:
The Grant Administrator on behalf of the Department for this grant application and the final Grant Agreement will be Virginia Vander Roest, Election Specialist; Election Liaison Division, Bureau of Elections. All questions, comments and correspondence regarding this Grant Agreement must be submitted in writing via e-mail to Elections@Michigan.gov.

12. Certification/Signature:
The following signatory certifies that s/he is authorized to sign and bind ______________________ to this Grant Agreement. Further, the person signing has reviewed and agrees to the conditions as outlined in this grant, and has personally examined and is familiar with the information submitted herein, as well as the requirements of the Help America Vote Act under which this grant has been submitted.

The Grantee further understands that the EPB software is the property of the Bureau of Elections; the Bureau of Elections reserves the right to discontinue support and/or suspend access to the EPB software at any time and that improper use of the software and/or laptop/accessories will result in the immediate termination of this agreement.

13. Laptop Computers and Accessories Awarded
An EPB Laptop and Accessories Package consists of the following items:
1. One Laptop Computer for Each Precinct in the Jurisdiction
2. One Laptop Case for Each Laptop
3. One Encrypted 1 gigabyte (GB) USB Flash Drive, for Each Laptop
4. One Mouse for Each Laptop
5. One Magnetic Stripe Card Reader for Each Laptop

Number of Precincts in the Jurisdiction: _____

2013 Implementation Date Request (please check one box)*:

February ☐ **May** ☐ **August** ☐ **November** ☐

*The Bureau of Elections will make every attempt to accommodate implementation date requests. Contact the Bureau of Elections if the implementation date needs to be adjusted.

For (__________________________):

____
Name (print)

____
Title (print)

_______________________________________ ____________
Signature Date

For the State of Michigan, Department of State:

_______________________________________ ____________
Cindy Paradine Date
Director, Office of Financial Services

This Section for Internal Office Purposes Only **Bureau of Elections**			
Authorized by:		Date:	
		Date:	

CITY OF INKSTER WATER AND SEWER ADVISORY COMMITTEE

1/04/2013

Inkster Water and Sewer Advisory Committee is a 7 member volunteer committee that advises The City of Inkster's staff and City Council on a variety of issues while encouraging and coordinating public participation in the water department's policy-making process.

Inkster's Water's Citizens Advisory Committee was created as a result of the large increases in cost to provide water and sewer services to the residents of Inkster. The Inkster City Council by resolution formed a committee of city administration and citizens charged with representing public interests.

Among other responsibilities, the Citizens Advisory Committee is in charge of:

- Advising the city council on policy for customer appeals,
- providing advice on effectiveness ways to reduce cost to Inkster water and sewer customers by conservation, rationing and coordinated use of water at peak and off peak times and to encourage public participation.
- Assisting in and facilitating public review of wholesale water and sewer cost charged to the city by other governmental agencies, contractors and venders.
- participating with Inkster's city administration and City Council in developing ways to communicate information and studies available to the public;
- advising the City Council in issues of interest to the committee, such as customer service and handling customer complaints
- providing consultation to the Council so that public reaction to proposals, such as rate changes, conservation activities, construction projects and other activities, will be thorough and comprehensive; and
- Developing an annual work plan with specific activities defining its scope of work.

Members of the Inkster Water and Sewer Advisory Committee serve one year terms. The committee is comprised of four Inkster customers, one Treasury representative, one DPS representative and one City Council member or its representative. Committee members are selected and approved by the Mayor and council.

Inkster Water and Sewer Advisory Committee

I. **Preamble**

A. The Inkster City Council recognizes that there is a need for full and timely public participation in the decision making process of the City Council on important Council activities and, to insure that participation, it has agreed to create a Water and Sewer Advisory Committee.

II. **Mission Statement**

A. It is the mission of the Water and Sewer Advisory Committee to advise the Board:

1. on matters of interest to the Committee
2. on matters of citizen participation
3. to facilitate public review and discussion of Inkster City Council plans

III. **Composition of the Citizens Advisory Committee**

A. Size of the Committee – 7 members. (Amended January 2013)

B. Terms of Membership:

1. Term of membership is to be one year.
2. Maximum service – A member shall be limited to as many successive terms as nominated by City Council without a break in service of at least one year.

C. Qualifications and Appointment of Committee Members:

1. Appointing authority. The Inkster City Council shall be the appointing authority for the Inkster Water and Sewer Advisory Committee, subject to the recommendations which follow.
2. Committee Leadership. The Inkster Water and Sewer Advisory Committee leadership shall be composed of (3) City of Inkster water customer members of the Committee, a Chairperson, a Vice Chairperson and a secretary. The Chairperson, Vice Chairperson and secretary positions shall be elected by members of the committee for a term of one year running from January to December. In the event of a vacancy in the Chairperson's position, the Vice-Chair will take up the position and a new Vice-Chairperson will be elected by the committee. Vacancies shall be filled within thirty (30) days of vacancy.
3. Nomination Procedure:

Required representation – The membership shall include persons who represent the following groups: At least (4) members shall be City of Inkster water customers and (3) members shall also be Inkster residents who are also water customers, Preferably at least (1) member owns a business establishment in the City of Inkster.

Nominations to the committee- Request for nominations may be submitted to the Inkster City Council by any interested individual after the existence of open positions has been publicized. Inkster Water and Sewer Advisory Committee Members serve at the pleasure of the Inkster City council. And can be removed from the committee by rules of other City of Inkster Boards and commissions.

IV. **Recommended Operating Procedures of the Citizens Advisory Committee**

A. The Inkster Water and Sewer Committee Shall determine by its members, the day and time of its regular meetings. The committee may call special meetings if nessarary to handle committee business.

1. Inkster water and sewer committees shall be charge with advising the Inkster City Council on the following topics:

a. Conservation Programs
b. Rates
c. Public Education about water and sewer systems
d. Projections
e. Economic Analysis
f. Long Range Planning
g. Other Areas as Necessary

2. It is intended that the Committee, will be citizen participatory entities in regard to the areas of concern but will not be authorized to employ consultants or engage in technical or engineering studies at the City Of Inkster expense.

B. Citizen Participation – Citizen participation techniques shall be stimulated by use of the following when necessary:

1. All committee meetings shall be open to the public and the committee may receive comments from the public if it so desires. The following types of meetings should be considered:
   a. Working Meetings
   b. Open Meetings
   c. Forums
   d. Workshops
   e. Public Hearings
2. Other techniques:
   a. Written communications including articles in Denver Water publications
   b. Utilization of existing organizations of all types
   c. Monitoring developments
   d. Mediation contacts

C. Procedures – The following procedures shall be implemented to assist in and facilitate public review and discussion of Board plans:

1. Statement of Issues and of Findings – The committee shall proceed as follows in stating issues or findings:
   a. Any statement of issues and any statement of findings shall be delivered to the Inkster City Council. In no case shall the committee distribute to the public or news media without the consent of City Council.
   b. Statement of issues and any statement of findings shall record the vote of the members. Voting may occur when a quorum (4) is present and both the majority and minority opinions will be recorded.

2. Access to Board data and information – Committee access to Board data and information shall be assisted.
   a. The Inkster City of Inkster has agreed to make available to the members of the Inkster Water and Sewer Advisory Committee, and through the Committee to the public in general, its present and future plans, financial records, information and studies (with the exception of confidential information relating to property acquisition and other property matters; confidential litigation matters (judicial or administrative) and documents subject to the attorney-client privilege; personnel records; and other material exempt from disclosure by law). A program of making available to the public such plans, records, information, and studies will be developed by the City Council in concert with its Water and Sewer Advisory Committee. No committee member shall copy or reveal the contents of any restricted document submitted for review.
   b. Requests for access by the committee to City data and information shall be submitted by the chairperson of the committee to the City Manager, or their official designee.

V. **Role of the Citizens Advisory Committee and the Scope of its Work**

A. Provide advice on the use and effectiveness of citizen participation techniques by the City Council.

B. Assist in and facilitate public review and discussion of City Council plans.

C. Participate with the City Council in developing a program of making plans, records, information and studies available to the public.

D. Advise the City Council in planning for issues of interest to the Committee including but not limited to supply, treatment and distribution of water.

E. Provide consultation to the City Council for establishing a mechanism for assuring that the reaction of interested agencies and individuals to City Council proposals, such as rate changes, conservation activities, recreation issues, distribution system extension, construction of projects to develop or expand supply facilities, etc., will be recorded and made available early in the planning process to the City Council members and staff responsible for formulating decisions.

F. Provide advice to the City Council on minimizing or conserving water usage at both, Residential and city wide levels.

G. It is recommended that no later than April of each year, the Committee will develop an annual work plan with specific activities defining its scope of work. The committee is not limited to these activities during the course of the year.

VI. **Bylaws**

The Inkster Water and Sewer Advisory Committee may adopt Bylaws. Upon adoption of these bylaws by the Inkster City Council, they shall govern all actions of the Water and Sewer Advisory Committee. Amendment to any provisions of these bylaws may be effected by The Board upon the recommendation of at least two thirds of the members of the committee and Adoption of the Inkster City Council.

The Water and sewer Advisory Committee addresses a variety of topics that concern Inkster Water customers, including:

- Drought Response – Members of the Citizens Advisory Committee participate in the Drought Response Task Force, which hosts public meetings and makes suggestions regarding drought response to Inkster City Council.
- Conservation Programs – Members review and encourage new conservation projects.
- Customer Service – The committee remains informed of customer complaints and concerns and responds accordingly.
- Future Service and Growth – The Citizens Advisory Committee stays informed about Inkster population growth.
- Consumption Blocks – The Advisory Committee stays informed about Inkster Water's block rate structure and makes suggestions about it to the City Council.
- Rates – Members review rate changes and offers their input to Inkster City Council.