

COMMITTEE OF THE WHOLE

November 14, 2024

AGENDA

1. PUBLIC COMMENT

2. RESOLUTION IN NEED OF OFFER AND SUPPORT – Approving the minutes of the previous regular meeting of October 22, 2024.

3. RESOLUTION IN NEED OF OFFER AND SUPPORT – Approving the minutes of the previous special meeting of October 23, 2024.

4. RESOLUTION IN NEED OF OFFER AND SUPPORT – Approving the minutes of the previous special meeting of October 29, 2024.

5. ORDINANCE ON THE TABLE - ORDINANCE NO. 24-1829 – “An Ordinance to Amend the Offenses Chapter (Chapter 14) of the Code of Ordinances of the City of Dearborn by Amending Article I of Section 14-10, Entitled ‘Alarm Systems’.”
RESOLUTION IN NEED OF OFFER AND SUPPORT – To take from the table for its final reading.

6. ORDINANCE ON THE TABLE - ORDINANCE NO. 24-1830 – “An Ordinance to Amend the Nuisances Chapter (Chapter 13) of the Code of Ordinances of the City of Dearborn by Amending Sections 13.5 Entitled ‘Notice to Abate’ and 13-5.1, Entitled ‘Immediate Abatement.’”
RESOLUTION IN NEED OF OFFER AND SUPPORT – To take from the table for its final reading.

7. ECONOMIC DEVELOPMENT – Recommending –
ORDINANCE NO. 24-1831 – IN NEED OF INTRODUCTION.
SYNOPSIS – “An Ordinance to amend the Zoning Ordinance of the City of Dearborn by amending Section 17.03 of Article 17.00, Entitled ‘Development Standards’.”
RESOLUTION IN NEED OF OFFER AND SUPPORT – To table the Ordinance.

8. ECONOMIC DEVELOPMENT – Requesting to authorize the use and closure of West Village Dr. between Howard and Tenney St., between the East and West Parking Structures, and closure of the basement of the East Parking Deck from 7:00 A.M. to 9:00 P.M. on Saturday, December 14, 2024 for the WDDDA (West Dearborn Downtown Development Authority’s) 2nd Annual Jingle Bell Bash taking place from 2:00 P.M. to 7:00 P.M.; also requesting a noise waiver for the duration of the event and that the Department of Economic Development and the Police Chief be authorized to approve future extensions for this road closure for this event on a yearly basis and requesting immediate effect.
9. ECONOMIC DEVELOPMENT – Requesting to modify Council Resolution 7-373-24 to allow an outdoor holiday tent for covered outdoor seating, within the existing outdoor patio located at 720 Town Center Dr. through February 28, 2025 and requesting immediate effect.
10. ECONOMIC DEVELOPMENT – Requesting to approve a Statement of Qualifications (SOL) List of 16 Qualified Architects and Engineering Contractors, to be competitively solicited for related services valued under the Council Threshold amount, which will be maintained for a five-year period. (143-20)
11. PURCHASING – Requesting to award a contract to Spalding DeDecker Associates, Inc., in the amount of \$38,000 for Phase 3 of the Transportation Equity Study for the South End-Salina Community and requesting immediate effect. [2-568 (6) (e)]
12. PURCHASING – Requesting to award a contract to Partnr House in the amount of \$136,557.50 for the Purchase and Installation of Flooring for DPW Building Updates and requesting immediate effect. [2-568 (6) (e)]
13. PURCHASING – Requesting to award a contract to Kiesler Police Supply in the amount of \$261,439 for the Purchase of New Firearms and Accessories for the Police Department, including the trade-in value of current pistols and requesting immediate effect. (34-3) [2-568 (6)]

14. PURCHASING – Requesting to award a contract to DiClemente Siegel Design Inc., lowest responsive and responsible bid, in the amount of \$43,500, which will be funded in the amount of \$40,000 by the Wayne County Land Grant, for Architectural & Engineering Services for a Fire Department Training and Emergency Management Facility. (74-7)
15. PURCHASING – Requesting to award a contract to D/A Central in the amount of \$53,185 for Updated Network Video Recorders (NVR) at City Parks and requesting immediate effect. [2-568A (6)e]
16. PURCHASING – Requesting to award a contract to Conti in the amount of \$257,482.79 for audiovisual system and video technology upgrades in the Dearborn City Council Chambers and to authorize a cooperative contract purchase from American Interiors, via the Omnia Partners Cooperative Contract, in the amount of \$7,349.64 for the purchase of eleven (11) Chairs for use along the Dias; also requesting that the Finance Director be authorized to appropriate General Fund Restricted PEG fees balance in the amount of \$264,833 to the Communications, Telecommunications Division in the General Fund and then transfer funds in the amount of \$257,483 from the General Fund to the 631 Fund in Project ZT2301 and to recognize and appropriate the transfer in the 631 Fund in Project ZT2301 and requesting immediate effect. [2-569]
17. PURCHASING – Requesting to authorize a sole source purchase from Universal Laundry Machinery in the amount of \$72,089 for the purchase of Turnout Gear Extractor Machines for the Fire Department and requesting immediate effect. [2-568 (6b)]
18. PURCHASING – Requesting to renew the contract with Klochko Equipment Rental Co. (C.R. 10-523-23) in the amount of \$159,400 for Bulk Leaf Pickup and Hauling for the Fall Season and requesting immediate effect.
19. PURCHASING – Requesting to authorize the second and final, one-year renewal option with Stevenson Company (C.R. 11-618-22) (broker) through Housing Authority Insurance (carrier) in the amount of \$133,517 for Insurance at Suzanne Sareini East and John B. O’Reilly, Jr. West from December 1, 2024 through November 30, 2025 and requesting immediate effect.

20. PURCHASING – Requesting to renew the contract with the Michigan State Police (MSP) in an amount not to exceed \$200,000 for Armed Police Service at Camp Dearborn from October 1, 2024 through September 30, 2025 and requesting immediate effect.
21. PURCHASING – Requesting to authorize additional expenditures to the purchase order with Truck & Trailer Specialties (C.R. 2-91-23) in an amount not to exceed \$79,126 for Meter Shop Van Upgrades and requesting immediate effect.
22. FIRE – Requesting to approve the application of Zambelli Fireworks, 120 Marshall Dr., Warrendale, PA 15086, to obtain a Special Events Permit in order to conduct fireworks displays at Greenfield Village 2024 Holiday Nights Fireworks Shows on December 5-8, 12-15, 17-23, and December 26-28, 2024; also requesting that the Fire Chief be authorized to set rain dates as needed and requesting immediate effect.
23. PARKS & RECREATION – Requesting to approve a resolution for a new Art Mural to be painted on the north side interior wall of the Ford Community and Performing Arts Center, by the Detroit Institute of Arts (DIA) Partners in Public Art (PiPA) grant and requesting immediate effect.
24. FINANCE – Submitting the Fiscal Year 2025 unaudited First Quarter Financial Reports.
25. FINANCE – Requesting that the Finance Director be authorized to complete various budget adjustments and appropriations to the Fiscal Year 2025 Budget by decreasing the General Fund Total Revenue in the amount of \$387,120 and decreasing the General Fund Total Expenditures in the amount of \$468,829; also requesting that three (3) part-time Code Enforcement Officer positions totaling 2.07 FTE's be converted to one additional full-time Code Enforcement Officer position.
26. CLERK – Submitting the Summons and Complaint in the matter of Essam Babkirk v. the City of Dearborn.

27. CLERK - DEARBORN GOODFELLOWS, INC., 23400 Park Place – Requesting permission for Goodfellows volunteers to sell newspapers at intersections in the streets throughout Dearborn December 6 through December 8, 2024 for the annual “No Child Without a Christmas” collection and requesting immediate effect.
28. MAYOR – Requesting to renew the city-wide annual membership with the Downriver Community Conference (DCC) in the amount of \$21,419.71 for the period of October 2023 to September 2024 and requesting immediate effect.
29. MAYOR – Requesting concurrence in the appointment of Ali Farhat to the Housing Commission with a term ending June 30, 2027

PUBLIC COMMENT WILL FOLLOW ANY WALK-ON ITEMS

CITY CLERK'S OFFICE

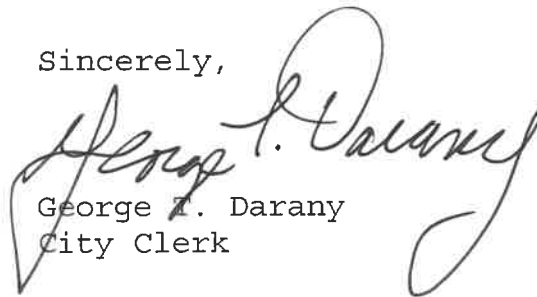


TO: CITY COUNCIL
FROM: GEORGE T. DARANY
SUBJECT: SUMMONS AND COMPLAINT
DATE: NOVEMBER 7, 2024

We are submitting to you a copy of a Summons & Complaint in the matter of Essam Babkkir v the City of Dearborn.

The City Clerk's Office received the Summons & Complaint over the counter by Maria Flatt at 12:26 P.M. on October 29, 2024.

Sincerely,



George T. Darany
City Clerk

Encl.

GD:lm

STATE OF MICHIGAN
THIRD JUDICIAL CIRCUIT
WAYNE COUNTY

SUMMONS

CASE NO.
24-009172-NO
Hon. Edward J. Joseph

Court telephone no.:

Plaintiff's name(s), address(es), and telephone no(s):
BABKKIR, ESSAM

Plaintiff's attorney, bar no., address, and telephone no
Jerard Michael Scanland 74992
13351 Reeck Court Suite 5
Southgate, MI 48195-3054

v

Defendant's name(s), address(es), and telephone no(s).
CITY OF DEARBORN MICHIGAN

Instructions: Check the items below that apply to you and provide any required information. Submit this form to the court clerk along with your complaint and, if necessary, a case inventory addendum (form MC 21). The summons section will be completed by the court clerk.

Domestic Relations Case

- There are no pending or resolved cases within the jurisdiction of the family division of the circuit court involving the family or family members of the person(s) who are the subject of the complaint.
- There is one or more pending or resolved cases within the jurisdiction of the family division of the circuit court involving the family or family members of the person(s) who are the subject of the complaint. I have separately filed a completed confidential case inventory (form MC 21) listing those cases.
- It is unknown if there are pending or resolved cases within the jurisdiction of the family division of the circuit court involving the family or family members of the person(s) who are the subject of the complaint.

Civil Case

- This is a business case in which all or part of the action includes a business or commercial dispute under MCL 600.8035
- MDHHS and a contracted health plan may have a right to recover expenses in this case. I certify that notice and a copy of the complaint will be provided to MDHHS and (if applicable) the contracted health plan in accordance with MCL 400.106(4).
- There is no other pending or resolved civil action arising out of the same transaction or occurrence as alleged in the complaint.
- A civil action between these parties or other parties arising out of the transaction or occurrence alleged in the complaint has been

previously filed in this court; _____ Court, _____ where it was given case number _____ and assigned to Judge _____

The action remains is no longer pending.

Summons section completed by court clerk.

SUMMONS

NOTICE TO THE DEFENDANT: In the name of the people of the State of Michigan you are notified:

1. You are being sued.
2. **YOU HAVE 21 DAYS** after receiving this summons and a copy of the complaint to **file a written answer with the court and serve a copy on the other party or take other lawful action with the court** (28 days if you were served by mail or you were served outside this state).
3. If you do not answer or take other action within the time allowed, judgment may be entered against you for the relief demanded in the complaint.
4. If you require special accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.

Issue date 6/26/2024	Expiration date* 11/15/2024	Court clerk Carla Keefe
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Cathy M. Garrett- Wayne County Clerk.

*This summons is invalid unless served on or before its expiration date. This document must be sealed by the seal of the court.

MC 01 (3/23)

SUMMONS

MCR 1.109(D), MCR 2.102(B), MCR 2.103; MCR 2.104; MCR 2.105



PROOF OF SERVICE

TO PROCESS SERVER: You must serve the summons and complaint and file proof of service with the court clerk before the expiration date on the summons. If you are unable to complete service you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the addressee (copy of return receipt attached) a copy of the summons and the complaint, together with the attachments listed below, on:
- I have attempted to serve a copy of the summons and complaint, together with the attachments listed below, and have been unable to complete service on:

Name	Date and time of service
Place or address of service:	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled \$	Fee \$	
Incorrect address fee \$	Miles traveled \$	Fee \$	Total fee \$

Signature _____
Name (type or print) _____

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of the summons and complaint, together with

Attachments (if any) _____ on _____ Date and time

_____ on behalf of _____

Signature _____

3rd STATE OF MICHIGAN JUDICIAL DISTRICT JUDICIAL CIRCUIT COUNTY PROBATE MOTION FOR SECOND SUMMONS AND ORDER CASE NO. and JUDGE 24-009172-NO

Court address
2 Woodward Ave, Detroit, Michigan 48226

Court telephone no.
313-224-5195

Plaintiff's name, address, and telephone no.
Essam Babkir

Defendant's name, address, and telephone no.
City of Dearborn Michigan

v.

Plaintiff's attorney, bar no., address, and telephone no.
Jerard M. Scanland (P74992)
13351 Reek Court, Suite 5
Southgate, Michigan 48195
734-282-6037

NOTE: A second summons must be ordered before the initial summons expires.

MOTION

1. An original summons was issued on 6.26.24 Date and does not expire until 9.26.24 Date
2. Diligent attempts have been made to personally serve process on the defendant; however, the defendant has either moved, is evading service, or other: _____

3. I REQUEST a second summons be issued before the original summons expires for the following reasons:
To perfect service on the Defendant

9.26.2024
Date

[Signature]
Attorney/Plaintiff signature

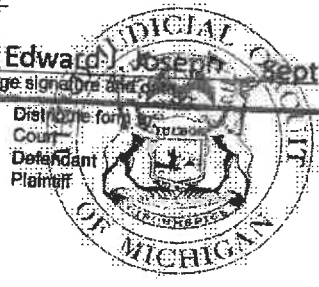
ORDER

4. IT IS ORDERED the motion to extend time for service and to issue a second summons

is denied. The initial summons had already expired.

is granted and a second summons shall be issued to expire on 11/15/2024 Date

/s/ Edward Joseph
Judge signed on September 30, 2024



Distribute form to:
Court
Defendant
Plaintiff

STATE OF MICHIGAN
IN THE 3rd JUDICIAL CIRCUIT COURT FOR THE COUNTY OF WAYNE

ESSAM BABKIR,)
Plaintiff,)
-vs.-)
CITY OF DEARBORN)
MICHIGAN,)
Defendant.)

CASE NO.24- -NO
HON.:

MUSSIN & SCANLAND, PLLC
JERARD M. SCANLAND (P74992)
SCOTT P. MUSSIN (P66748)
Attorneys for Plaintiff
13351 Reeck Court, Suite 5
Southgate, Michigan 48195
Phone: (734)-282-6037
Fax: (734)-447-5853
JScanland@milawoffices.com

PLAINTIFF'S COMPLAINT

There are no other pending or resolved
civil action arising out of the
transaction or occurrence alleged in
this complaint.

/s/Jerard M. Scanland
JERARD M. SCANLAND
Attorney For Plaintiff

COMES NOW THE Plaintiff, ESSAM BABKIR, through his
attorneys the law firm of, MUSSIN & SCANLAND, PLLC., and by his
respective attorney Jerard M. Scanland, and in support of his
Complaint states the following:

JURISDICTION/VENUE

1. Plaintiff, **ESSAM BABKKIR**, at all times material to this Complaint is a resident of the city of Dearborn.

2. The Defendant, **THE CITY OF DEARBORN**, is a state of Michigan administrative agency and is headquartered in the City of Dearborn, County of Wayne and State of Michigan.

3. Venue is appropriate in the county of Wayne, as the incidents that gave rise to the allegations contained within this Complaint occurred in the County of Wayne.

GENERAL ALLEGATIONS

4. Plaintiff, **ESSAM BABKKIR**, at all times material to this Complaint was a resident of the City of Dearborn.

5. The Defendant, **THE CITY OF DEARBORN**, is a state of Michigan administrative agency and is headquartered in the City of Dearborn, County of Wayne and State of Michigan.

6. The incidents giving rise to Plaintiff's causes of action occurred in Wayne County.

7. The Defendant failed to maintain its sewer equipment and as a result, caused severe flooding in Plaintiff's basement.

8. Defendant knew, or, in the exercise of reasonable care should have known, of the condition, or Defendant created the condition either through the acts of its employees, in its negligent maintenance of equipment, or in its negligent method

of operation, and Defendants should have corrected the condition or warned Plaintiff of its existence.

9. The incident occurred on or about June 25, 2021. The Defendant was made aware of the issues prior to the Plaintiff pursuing this claim. The Defendant's denied any relief requested by the Plaintiff.

10. The amount in controversy exceeds (\$25,000.00) twenty-five thousand dollars exclusive of interest, cost, and attorney fees.

COUNT-I

PREMISES LIABILITY

11. That Plaintiff incorporates by reference as though fully stated word for word, sentence by sentence, and paragraph by paragraph 1 through 10 of this Complaint.

12. That the afore stated dates, times, and places, Defendants owed Plaintiff the following duties, which include but are not limited to:

- a. Warning Plaintiff of the dangers the possessor of the premises is aware of, or should have been aware, or created;
- b. Inspecting the sewer lines to discover possible dangerous conditions;
- c. Taking reasonable precautions to protect the invitees from foreseeable dangers;
- d. Providing sufficient warnings to customers regarding reaching for items on the top of the shelf;
- e. Placing an adequate warning sign on the floor so as to warn of a dangerous condition;

13. Defendant breached the above-mentioned duties owed Plaintiff in the following non-exhaustive list of ways:

- a. Failing to warn Plaintiff of the dangers the possessor of the premises is aware of, or should have been aware, or created;
- b. Failing to inspect the premises to discover possible dangerous conditions;
- c. Failing to take reasonable precautions to protect the invitees from foreseeable dangers;
- d. Failing to provide sufficient warnings to customers regarding reaching for items on the top of the shelf;
- e. Failing to place a warning on the floor to warn of dangerous conditions;

14. Defendant knew, or, in the exercise of reasonable care should have known, of the condition, or Defendant created the condition either through the acts of its employees, in its negligent maintenance of equipment, or in its negligent method of operation, and Defendant should have corrected the condition or warned Plaintiff of its existence.

15. The breach of the above mentioned non-exhaustive list of duties owed, was a direct and proximate result of the injuries sustained by the Plaintiff.

16. As a result of the negligence of the Defendant, Plaintiff suffered permanent bodily injury, and resulting pain and suffering, disability, disfigurement, mental anguish, loss of capacity for the enjoyment of life, expense of hospitalization, medical and nursing care, treatment, and loss of earnings of loss of ability to earn money. As the injuries

are permanent, Plaintiff will continue to suffer losses in the future.

WHEREFORE, Plaintiff prays for judgment against Defendants in the amount of twenty-five thousand dollars (\$25,000.00) or in an amount this Honorable Court determines to be just, fair, and adequate compensation for the injuries sustained by Plaintiff plus cost, interest, and attorney fees.

COUNT-II

NEGLIGENCE ON THE PART OF DEFENDANT

17. That Plaintiff incorporates by reference as though fully stated word for word, sentence by sentence, and paragraph by paragraph 1 through 16 of this Complaint.

18. Defendant owed Plaintiff the following duties, which include but are not limited to:

- a. Warning Plaintiff of the dangers the possessor of the premises is aware of, or should have been aware, or created;
- b. Inspecting the premises to discover possible dangerous conditions;
- c. Taking reasonable precautions to protect the invitees from foreseeable dangers;
- d. Placing an adequate warning sign on the floor so as to warn of a dangerous condition;

19. Defendants knew, or, in the exercise of reasonable care should have known, of the condition, or Defendants created the condition either through the acts of its employees, in its negligent maintenance of equipment, or in its negligent method

of operation, and Defendants should have corrected the condition or warned Plaintiff of its existence.

20. Defendants breached the above-mentioned duties owed Plaintiff in the following non-exhaustive list of ways:

- a. Failing to warn Plaintiff of the dangers the possessor of the premises is aware of, or should have been aware, or created;
- b. Failing to inspect the premises to discover possible dangerous conditions;
- c. Failing to take reasonable precautions to protect the invitees from foreseeable dangers;
- d. Failing to place a warning on the floor to warn of dangerous conditions;

21. The breach of the above mentioned non-exhaustive list of duties owed, was a direct and proximate result of the injuries sustained by the Plaintiff.

22. As a result of the negligence of the Defendants, Plaintiff suffered permanent bodily injury, and resulting pain and suffering, disability, disfigurement, mental anguish, loss of capacity for the enjoyment of life, expense of hospitalization, medical and nursing care, treatment, and loss of earnings or loss of ability to earn money. As the injuries are permanent, Plaintiff will continue to suffer losses in the future.

WHEREFORE, Plaintiff prays for judgment against Defendant in the amount of twenty-five thousand dollars (\$25,000.00) or in an amount this Honorable Court determines to be just, fair, and

adequate compensation for the injuries sustained by Plaintiff plus cost, interest, and attorney fees.

Dated: June 25, 2024

Respectfully Submitted,

MUSSIN & SCANLAND, PLLC

/s/JERARD M. SCANLAND

JERARD M. SCANLAND (P74992)

Attorneys for Plaintiff

13351 Reeck Court, Suite 5

Southgate, Michigan 48195

Phone: (734)-282-6037

Fax: (734)-447-5853

JScanland@milawoffices.com



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST:

Award of contract to Conti for audiovisual (AV) system and video technology upgrades in the Deaborn City Council Chambers, and a cooperative purchase from American Interiors of eleven (11) new desk chairs for the Council Chambers. Appropriation of restricted Public, Education, and Government (PEG) funds in the amount of \$264,833.00

DEPARTMENT:

Communications Department - CDTV Division in conjunction with the Purchasing Division and Department of Innovation & Technology.

BRIEF DESCRIPTION:

The Communications Department recommends that the Dearborn City Council authorize an appropriation of \$264,833.00 in PEG funds to upgrade the AV system, video technology, and Dias chairs in the City's Council Chambers. AV and video improvements will be provided by Conti. Chairs will be sourced from American Interiors.

PRIOR COUNCIL ACTION:

The Council Chambers AV system and video technology were partially updated in 2011, 2014 and 2021. Upgrades were completed by Conti.

The chairs along the Dias are at least 15 years old and in need of replacement.

BACKGROUND:

Proposed upgrades to the Council Chambers include:

- New microphones for the Dias and at both lecterns.
- Addition of a microphone control system.
- Replacement of the audio mixer used in the CDTV control room.
- New audio and video distribution system.
- New lecterns.
- Replacement of video display monitors to the left and right side of the Dias.
- Total refresh/update of video production, audio production, AV presentation, and lighting systems in Council Chambers and Control Room.
- 11 new faux leather chairs for use along the dias, at the Clerk's desk, and at the Mayor's desk.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

FISCAL IMPACT:

Total Cost: \$264,832.43

- Microphone/Audio System Replacement \$64,534.23
- Video Technology Replacement \$192,948.56
- Chairs: \$7,349.64

PEG funds will be used for this purchase.

COMMUNITY IMPACT:

By completing these much-needed upgrades to the Council Chambers, improving - most notably - improving the audio and video quality of the space, the City will make it easier and more accessible for members of Dearborn community to engage in Council activities and meetings both remotely and in person.

IMPLEMENTATION TIMELINE:

Pending Council approval, this project is expected to kick off immediately. Chairs are estimated to arrive in 8 - 10 weeks. AV system and video upgrades are expected to be delivered by Conti in 2025 (barring any delays with the supply chain).

COMPLIANCE/PERFORMANCE METRICS:

Craig Schuler, Broadcast Technical Specialist, of the Communications Department (CDTV) will work closely with Conti, American Interiors, the Council Office, and the Department of Innovation & Technology to ensure proper installation and implementation with a project plan and specific timeline.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Award of Contract and Co-op Purchase for Council Chamber Upgrades
DATE: Nov. 1, 2024

Budget Information

Project:	ZT2301 – Council Chambers A/V Upgrade
Total Approved Project Budget:	\$0
Available Project Budget:	\$0
Requested Amount:	\$257,482.79
Funding Source:	Innovation & Technology Fund, Capital Project Support, Capital Equipment
Supplemental Budget:	Appropriation of PEG Fees balance in the General Fund and subsequent Transfer from the General Fund to the Innovation & Technology Fund in ZT2301
Adopted Budget:	\$0
Amended Budget:	\$0
Requested Amount:	\$7,349.64
Funding Source:	General Fund, Communications, Equipment – Non-Capital
Supplemental Budget:	Appropriation of PEG Fees balance in the General Fund

Summary of Request

Purchasing, on behalf of the Communications Department (CDTV Division) and the Department of Innovation & Technology (IT) recommends the award of a contract to Conti for audiovisual system and video technology upgrades in the Dearborn City Council Chambers. The value of the contract is \$257,482.79.

In addition, we recommend a purchase via a cooperative contract of eleven (11) chairs from American Interiors for use along the Dias, Mayor’s Desk, and Clerk’s Desk. The value of the purchase is \$7,349.64.

It is respectfully requested that the Council authorize the contract and purchase. The resulting contract and purchase order shall not be binding until fully executed.

Additionally, it is respectfully requested the Finance Director be authorized to appropriate \$264,833 of General Fund Restricted PEG fees balance to the Communications, Telecommunications Division in the General Fund, and then transfer \$257,483 from the General Fund to the 631 Fund in Project ZT2301 and to recognize and appropriate the transfer in the 631 Fund in Project ZT2301. **Immediate effect is requested.**



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Background and Justification

The Council Chambers have operated with the same AV and video technology for over 10 years, and have used the same chairs along the Dias for over 23 years. Apart from the length of time that has passed between upgrades, audio and video quality in the Chambers have drastically diminished over time and have increasingly caused challenges for sound and display during meetings in recent years.

Therefore, the Communications Department proposes the following upgrades be made to the Council Chambers:

- New microphones for the Dias and at both lecterns.
- Addition of a microphone control system.
- Replacement of the audio mixer used in the CDTV control room.
- New audio and video distribution system.
- New lecterns.
- Replacement of video display monitors to the left and right side of the Dias.
- Total refresh/update of video production, audio production, AV presentation, and lighting systems in Council Chambers and Control Room.
- 11 new faux leather chairs for use along the dias, at the Clerk's desk, and at the Mayor's desk.

By completing these much-needed upgrades to the Council Chambers, improving - most notably - improving the audio and video quality of the space, the City will make it easier and more accessible for members of Dearborn community to engage in Council activities and meetings both remotely and in person.

Process

Process for Conti: Continuity of Professional Services

Process for American Interiors: This procurement followed the cooperative purchasing process in accordance with Section 2-569 (Cooperative Purchasing) of the Code of the City of Dearborn. The City is eligible to participate in cooperative purchasing programs, Omnia Partners Contract #R191811 CDA#30003736 was selected following a review of the procurement process to verify it is consistent with City's process, as well as the pricing to confirm it provides good value to the City.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Prepared By:

DocuSigned by:
Mark Rozinsky
D17FF0C142E34C3...
Mark Rozinsky, Purchasing Manager

Department Approval:

Signed by:
Kathryn Doyal
D8863E125D804EC...
Katie Doyal, Communications Director

Budget Approval:

DocuSigned by:
Michael Kennedy
E77919D1423447F...
Michael Kennedy, Finance Director /Treasurer

Initial
MM

Corporation Counsel Approval:

DocuSigned by:
Jeremy Romer
E7A573BA25E3480...
Jeremy J. Romer, Corporation Counsel



EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Request for a street closure on West Village Drive between Howard St and Tenney St (in between the parking structures), the closure of the basement of the East Parking Deck for vendor parking, and for a waiver of the noise ordinance for the Jingle Bell Bash event on December 14 from 7am-9pm. It is also requested that the City Council authorize the Department of Economic Development and the Chief of Police to administratively approve any future extensions for this road closure for event purposes on a yearly basis.

DEPARTMENT: Economic Development and West Dearborn Downtown Development Authority (WDDDA)

BRIEF DESCRIPTION: This is a request for the closure and use of West Village Drive between Howard and Tenney between the East and West Parking Structures, from 7am-9-pm for the WDDDA's Jingle Bell Bash event taking place in Peace Park West on Saturday, December 14, 2024. It is requested to close and use the basement of the East Parking Deck for vendor parking during the same time frame.

Additionally, it is requested for City Council to waive the noise ordinance during the same event date and for authorization for the Department of Economic Development and the Chief of Police to administratively approve any future extensions for this road closure for this event on a yearly basis.

PRIOR COUNCIL ACTION:

City Council previously approved the closure of roads within the West Downtown area for similar events.

BACKGROUND:

The West Dearborn DDA will hold its second annual Jingle Bell Bash on December 14, 2024 from 2-7pm. This holiday event will feature a variety of family-friendly activities, such as face painting and photos with Santa, food, and entertainment for visitors.

To protect pedestrian safety and accessibility between Peace Park West and West Village Commons Plaza during the event, it is requested for West Village Drive between Howard and Tenney to be temporarily closed between the entrance/exit points of the adjacent parking decks from 7am-9pm. This will ensure that guests can walk safely between the grand opening activities within Peace Park West and any potential programming at West Village Commons Plaza.



EXECUTIVE SUMMARY AND MEMORANDUM

It is also requested for City Council to waive the noise ordinance during the same event date.

Additionally, the Department requests the closure and use of the basement of the East Parking Deck for vendor parking throughout the duration of the event. This is requested from 7am-9pm on December 14th.

The Police Department, Fire Department, and Department of Public Works have all approved the event site plan and the subsequent street closure. There will also be one police detail present during the event.

FISCAL IMPACT:

This event is funded through the West Dearborn Downtown Development Authority budget, which is approved by City Council each year.

COMMUNITY IMPACT:

- Increased community vitality and vibrancy
 - Increases patronage to nearby businesses in the West DDDA
 - Attracts varied visitors to Dearborn
-

IMPLEMENTATION TIMELINE:

Immediate effect is requested.

COMPLIANCE/PERFORMANCE METRICS:

City staff evaluates the performance of events on an annual basis, including but not limited to: audience reach, attendance, sponsorships, social media, news media reach, and community surveys to ensure that the events are impactful.



**ECONOMIC
DEVELOPMENT**

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: Laura Aceves-Sanchez, Program Manager, Economic Development

VIA: Angela Fortino, Deputy Director, Economic Development

SUBJECT: Request for a street closure on West Village Drive between Howard St and Tenney St (in between the parking structures) for the Jingle Bell Bash event on December 14 from 7am-9pm and for closure of the basement of the East Parking Deck for vendor parking

DATE: November 19, 2024

Budget Information

Adopted Budget: N/A

Amended Budget: N/A

Requested Amount: N/A

Funding Source: N/A

Supplemental Budget: N/A

Summary of Request

This is a request for a street closure on West Village Drive between Howard St and Tenney St (in between the parking structures), the closure of the basement of the East Parking Deck for vendor parking, and for a waiver of the noise ordinance for the Jingle Bell Bash event on December 14 from 7am-9pm. It is also requested that the City Council authorize the Department of Economic Development and the Chief of Police to administratively approve any future extensions for this road closure for event purposes on a yearly basis.

Background and Justification

The West Dearborn DDA will hold its second annual Jingle Bell Bash on December 14, 2024 from 2-7pm. This holiday event will feature a variety of family-friendly activities, food, and entertainment for visitors.

To protect pedestrian safety and accessibility between Peace Park West and West Village Commons Plaza during the event, it is requested for West Village Drive between Howard and Tenney to be temporarily closed between the entrance/exit points of the adjacent parking decks. This will ensure that guests can walk safely between the grand opening activities within Peace Park West and any potential programming at West Village



EXECUTIVE SUMMARY AND MEMORANDUM

Commons Plaza. It is also requested for City Council to waive the noise ordinance during the same event date.

Additionally, the departments request the closure and use of the basement of the East Parking Deck for vendor parking throughout the duration of the event. This is requested from 7am-9pm on December 14th.

The Police Department, Fire Department, and Department of Public Works have all approved the event site plan and the subsequent street closure. There will also be one police detail present during the event.

It is also requested that the City Council authorize the Department of Economic Development to administratively approve any future extensions for this road closure for event purposes on a yearly basis.

Please see the approved site plan below for more event details:



EXECUTIVE SUMMARY AND MEMORANDUM

Site Plan – Jingle Bell Bash West Village Dr Road Closures



Jingle Bell Bash
 Event Date: December 14th, 2024
 Event Time: 2pm-7pm
 Staff Setup Time: 8am - 2pm
 Vendor Setup Time: 12pm-2pm

Road Closure: 7am
Road Re-Opening: After event approx. 10pm

Parking Deck Closures: No full closures needed - Partial Closure of basement spots in EAST parking deck for supporting vendor parking.

- Activity Space
Vendors
Activities
Games
- INFO Tent 10x10
- West Village Plaza
 - Activities programmed and executed by the businesses within the plaza.
- Road Closure/
Barricades/ Barrels
- Fire Lane
- Fire Extinguishers
- CLOSED TO THROUGH TRAFFIC SIGN(S)
- Vintage Cars -
Museum provided

- Event Programming to Include:**
- Face Painting & Glitter Tattoos
 - Ice Sculpture Live Carving + x2 Pre-carved sculptures
 - Photos with Santa
 - Music
 - Treats + Beverages
 - DHM Vintage Cars
- Programming still being finalized*
- ** Please note park diagram used for sizing is used to show relationship to West Village Drive - park final layout has been altered.**

Clear search results

Scheduled Police Detail Car parked as additional security on street.



Signature Page

DocuSigned by:

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Economic Development Director

DocuSigned by:

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Director of Public Works & Facilities

DocuSigned by:

A handwritten signature in black ink, "Joseph Murray", enclosed in a blue DocuSign signature box.

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Fire Chief

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A handwritten signature in black ink, "Issa Shakin", enclosed in a blue DocuSign signature box.

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Police Chief

DocuSigned by:

A handwritten signature in black ink, "Jeremy Romer", enclosed in a blue DocuSign signature box.

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Corporation Counsel



EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Temporary Use of Land: 720 Town Center

DEPARTMENT: Economic Development

BRIEF DESCRIPTION:

- 720 Town Center is currently operating under a temporary land use approval which allows food trucks on the property.
 - They are requesting to modify their previous approval to include a holiday tent that would be located within the existing outdoor patio. They are requesting to use this tent for outdoor seating until February 28, 2025.
-

PRIOR COUNCIL ACTION:

Council granted a temporary use of land approval permitting food trucks to operate on this property for up to a year (Council Resolution #7-373-24).

BACKGROUND:

No parking spaces will be displaced by the tent as it will be located within the enclosed outdoor patio.

FISCAL IMPACT: N/A

COMMUNITY IMPACT:

The proposed temporary use of land would help activate the Midtown area and provide a desirable placemaking opportunity within the City.

IMPLEMENTATION TIMELINE:

Immediate effect requested.

COMPLIANCE/PERFORMANCE METRICS:

The subject property is not delinquent on any taxes or municipal bills.



**ECONOMIC
DEVELOPMENT**

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: Economic Development

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Temporary Use of Land: 720 Town Center

DATE: November 14, 2024 (COW)

Summary of Request

City Council previously approved a temporary use of land for this property to permit six food trucks on the property for a duration not to exceed 12-months (until August 1, 2025).

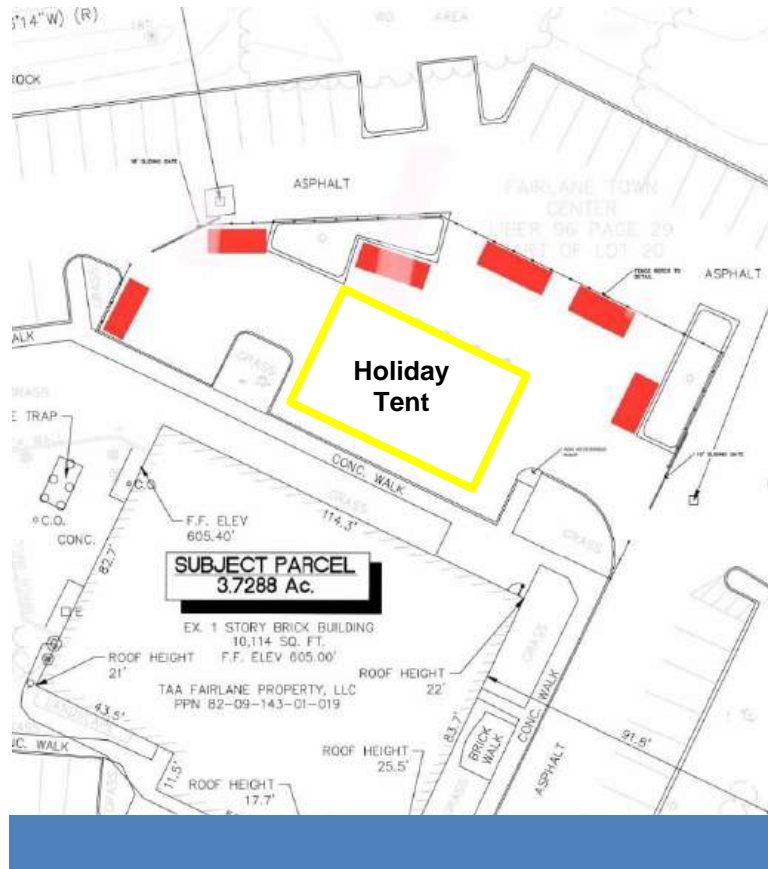
They are requesting a modification to their previous approval to have an outdoor holiday tent for covered outdoor seating. They are requesting to use this tent until February 28, 2025. The proposed tent would be located within the existing outdoor patio area and would not displace any parking spaces.

Background Information

- Section 2.07 of the Zoning Ordinance permits City Council to approve temporary uses subject to the following conditions:
 - Adequate off-street parking shall be provided.
 - The applicant shall specify the exact duration of the temporary use.
 - Electrical and utility connections shall be approved by the building official.
 - The City may require a performance bond to assure proper cleanup.
- The subject property is not delinquent on any taxes or municipal bills.
- No parking spaces will be displaced by the outdoor tent as it will be located within the large enclosed outdoor patio.
- The previous approval from City Council limited the hours of operation for the food trucks as follows:
 - Sunday to Thursday: 11 AM - 11 PM
 - Friday and Saturday: 11 AM - 1 AM



EXECUTIVE SUMMARY AND MEMORANDUM



PROPOSED LAYOUT

Signature Page

Prepared by:

Kaileigh Bianchini

KAILEIGH BIANCHINI, AICP
Planning and Zoning Manager

Approved:

Signed by:

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JORDAN TWARDY
Economic Development Director

DocuSigned by:
Jeremy Romer
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JEREMY ROMER
Corporation Counsel

720 Town Center Drive - Aerial View



Legend

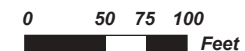
 Subject Property

Parcel Size:

3.73 acres

Zoning:

BC - General Business District



Note: minor deviations may exist among aerial imagery and parcel lines

Resolution

WHEREAS: The tenant and owner of the property located at 720 Town Center Dr. have a previous temporary land use approval from City Council which allows food trucks to operate on the property, and

WHEREAS: The previous approval allowed six food trucks on the property for a duration not to exceed 12-months (August 1, 2024 to August 1, 2025); and

WHEREAS: The property owner is requesting to modify their previous approval to include a holiday tent for covered outdoor seating within their existing patio; and

WHEREAS: Section 2.07 of the Zoning Ordinance permits City Council to approve temporary uses subject to certain conditions, and

WHEREAS: The proposed temporary use of land would improve the Midtown area and provide a desirable placemaking opportunity within the City; therefore be it

RESOLVED: That the previous City Council Resolution 7-373-24 is hereby amended to allow the property owner and tenant to have an outdoor holiday tent for covered seating within their existing patio; be it further,

RESOLVED: That the proposed holiday tent is permitted to be located on the property until February 28, 2025 subject to final approvals and inspections by the City; be it further

RESOLVED: That the property owner and tenant must remain compliant with all conditions outlined in Council Resolution 7-373-24; be it further

RESOLVED: That the proposed temporary use of land must remain compliant with all other ordinance requirements, including but not limited to, the noise ordinance during the full duration of the proposed use; be it further

RESOLVED: That this resolution be given immediate Effect.



EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Zoning Language Amendment: East Downtown Public Parking Exemption

DEPARTMENT: Economic Development

BRIEF DESCRIPTION:

- The proposed amendment would create a public parking exemption area in the East Downtown. This mirrors the parking exemption that exists in the West Downtown.
 - Planning Commission recommends approval of this amendment
 - Staff recommended approval of the amendment to the Planning Commission
-

PRIOR COUNCIL ACTION: N/A

BACKGROUND:

- There are approximately 2,750 public parking spaces in the East Downtown.
 - A recent study showed only a 36% occupancy for public parking in this area, meaning that the supply of public parking exceeds current demand.
-

FISCAL IMPACT: N/A

COMMUNITY IMPACT:

- The proposed amendment would have an immediate impact in the East Downtown by eliminating a significant barrier to opening a business within this area.
-

IMPLEMENTATION TIMELINE:

Requires two readings by City Council.

COMPLIANCE/PERFORMANCE METRICS: N/A

**ECONOMIC
DEVELOPMENT**

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: Planning Commission

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Zoning Amendment: East Downtown Public Parking Exemption

DATE: November 14, 2024 (COW)

Background and Justification

Currently the East Downtown is regulated via a zoning overlay, known as the BD – Downtown Business District, which provides specific design standards that are applicable on top of the typical zoning requirements. These requirements are similar in nature to the Form-Based Code regulations that exist in the West Downtown District.

While the intent is to replicate a similar form-based code ordinance in the East Downtown, this will occur after the comprehensive Master Plan update. This is because one of the deliverables of that process is a sub-area plan for the East Downtown.

However, there is one specific amendment that staff is recommending to implement now since it is one of the primary barriers to occupying existing buildings within the East Downtown. This barrier is the required parking minimums.

One of the most beneficial regulations that was a part of the West Downtown District updates is the creation of the public parking exemption areas. This provision allows property owners to utilize the existing public parking lots to meet parking requirements as opposed to having to develop their own separate, private parking lots. This is not only a good urban design principle, but it also helps create a more walkable downtown by creating established parking nodes.

Analysis

- As shown in Exhibit B, there is public parking available throughout the entirety of the district. There are approximately 2,750 public parking spaces available to the general public within this area.
- A recent independent parking study, performed by Walker Consultants, demonstrated a low occupancy for parking in this area of the City as shown in Exhibit C and in the graphic below.
 - Notably, public parking spaces averaged a 36% occupancy. This means the supply of public parking exceed current demand.



EXECUTIVE SUMMARY AND MEMORANDUM

East Dearborn Parking Occupancy Rates



Source: Walker Consultants

- One of the biggest barriers that exists to occupying existing buildings in the East Downtown is the parking requirements.
 - A simple change of use from office to retail often cannot be administratively approved. Instead, they must apply to the Zoning Board of Appeals to request a parking variance. These variances are usually approved because of the availability of nearby public parking.
 - The proposed amendment would streamline occupancy of existing buildings within the East Downtown and help support a vibrant, walkable district.
- Certain uses that may create more parking demand such as banquet/rental halls and multiple-family housing are still classified as Special Land Uses (SLU). Those projects would be reviewed on a case-by-case basis by the Planning Commission.
 - Ultimately, the SLU could be denied if it was determined that the lack of private parking would negatively impact adjacent property owners and conflict with the Special Land Use standards outlined in Section 32.03.
- Adopting this ordinance amendment would be consistent with the Parking Study’s recommendations of amending parking minimums and improving the downtown walking culture.



**ECONOMIC
DEVELOPMENT**

EXECUTIVE SUMMARY AND MEMORANDUM

Recommendation:

After due consideration and a public hearing on May 13th, 2024 the following recommendation was made by the Planning Commission:

A motion was made by Commissioner Abdallah, supported by Commissioner Kadouh to approve the matter of amending the Zoning Ordinance of the City of Dearborn by Amending Section 17 "Downtown Business District." Upon roll call the following vote was taken: Ayes: (6) (Commissioners Abdallah, Aljahmi, Easterly, Fadlallah, Kadouh, and King). Absent: (2) (Commissioners Yaffai and Sobh). The motion was adopted.

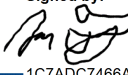
Signature Page

Prepared by:

Kaileigh Bianchini

KAILEIGH BIANCHINI, AICP
Planning and Zoning Manager

Approved:

Signed by:


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JORDAN TWARDY
Economic Development Director

DocuSigned by:
Jeremy Romer

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JEREMY ROMER
Corporation Counsel

Existing Zoning - BD District



BD Zoning District - Public Parking Availability

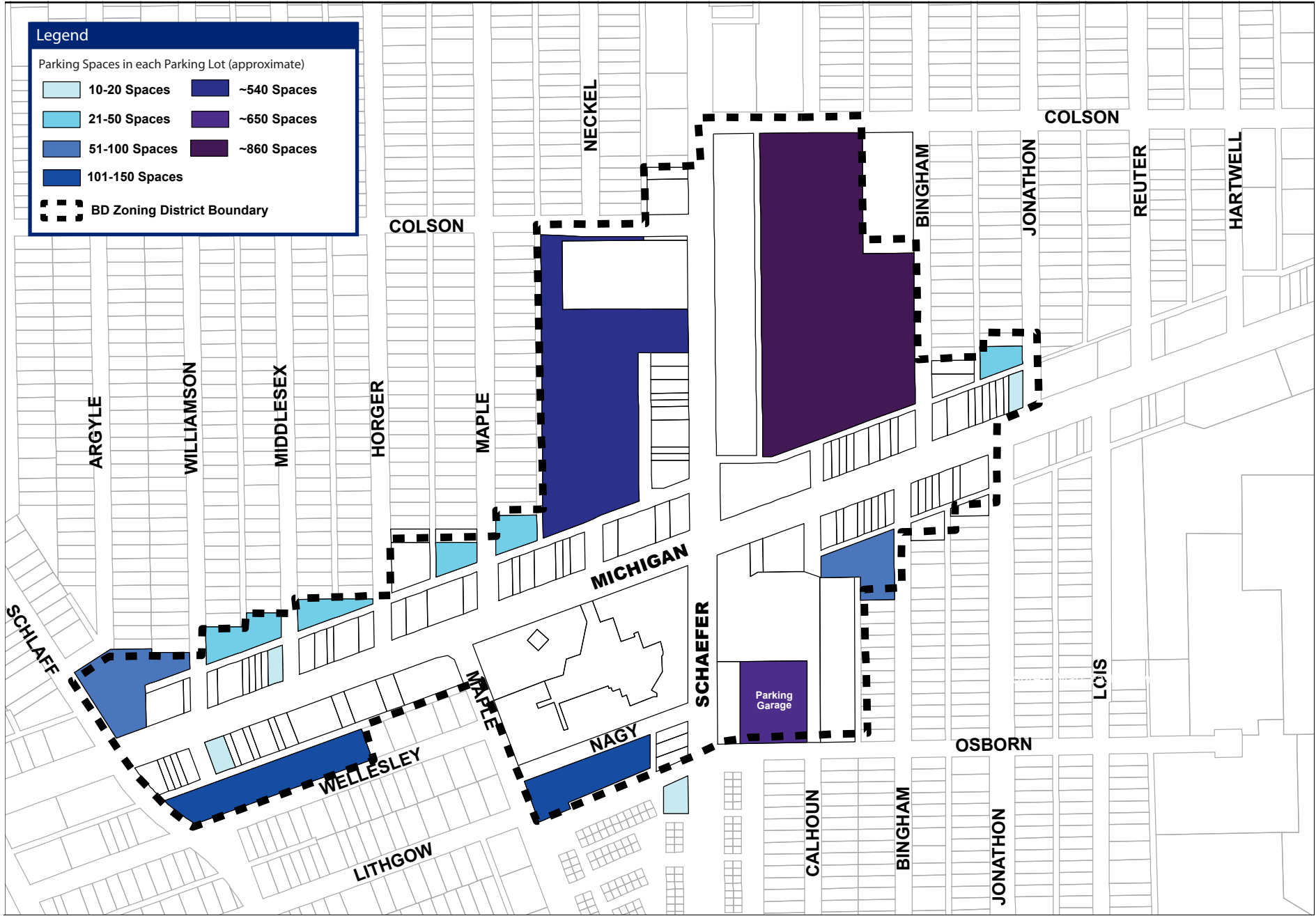




Figure 17: Observed Off-Street Parking Occupancy – East Dearborn



Source: Walker Consultants

ORDINANCE NO. xx-xx
AN ORDINANCE TO AMEND THE ZONING ORDINANCE
OF THE CITY OF DEARBORN BY AMENDING SECTION
17.03 OF ARTICLE 17.00, ENTITLED “DEVELOPMENT STANDARDS”

THE CITY OF DEARBORN ORDAINS TO:

Amend Section 17.03 of Article 17.00 of the Zoning Ordinance of the City of Dearborn to include the following:

Sec. 17.03. - Development standards.

A. Required conditions. Unless otherwise noted, buildings and uses in the B-D, Downtown Business District shall comply with the following requirements:

1. All permitted retail or services establishments shall deal directly with customers. Manufacturing of products for wholesale distribution off of the premises is not permitted.

2. All business, services, or processing, except off-street parking and loading, shall be conducted within a completely enclosed building, unless otherwise specifically permitted.

3. There shall be no outside storage of any goods, inventory, or equipment. Any storage must be clearly accessory to the principal permitted use.

4. Commercially used or commercially licensed vehicles used in the normal operation of a permitted retail or service use on the site may be parked in the rear only. This provision shall apply to operable vehicles that are moved on and off of the site on a regular basis.

5. Parking or storage of damaged or disabled vehicles shall be prohibited. Vehicles parked on a site shall not be used principally for storage, sales, or advertising.

6. All sites shall be maintained in compliance with the open space and landscaping requirements of Section 5.03.

B. Site plan review. Site plan review and approval by the city planner is required for all uses in the B-D, Downtown Business District in accordance with Article 32.00.

C. Area, height, bulk, and placement requirements. Buildings and uses in the B-D, Downtown Business District are subject to the area, height, bulk, and placement requirements in Article 29.00, Schedule of Regulations.

D. Planned Unit Development Mixed Use. Planned Unit Development Mixed Use may be permitted as a means to achieve the basic intent of this district, in accordance with the guidelines in Article 23.00.

E. General development standards. Buildings and uses in the B-A, Local Business District; B-B, Community Business District; and B-C, General Business District shall be subject to all applicable standards and requirements set forth in this ordinance, including the following:

Article	Topic
Article 1.00	Definitions
Article 2.00	General Provisions
Article 4.00	Off-Street Parking and Loading
Article 5.00	Landscaping
Article 6.00	Walls
Article 7.00	Site Development Standards
Article 29.00	Schedule of Regulations

(F) Off-street parking requirements.

It is the intent of these off-street parking requirements to regulate parking supply and demand in a way that supports the unique character and transportation choices in a downtown urban area.

Due to the strong presence of the existing public parking facilities, properties within the district are not required to provide any private parking. However, new projects and developments are encouraged to supply parking if feasible for their anticipated demand.

The Planning Commission, in its review of any proposed Special Land Uses or Site Plan, shall specifically consider how the proposed project aligns with the parking standards outlined in the table below or as explicitly regulated in Article 4.00.

- Office 3.0 Parking Spaces/1,000 square feet
- Retail 1.0 Parking Spaces/1,000 square feet
- Restaurant 9.0 Parking Spaces/1,000 square feet
- Medical 4.0 Parking Spaces/1,000 square feet
- Community .5 Parking Spaces/1,000 square feet
- Fraternal Lodges .5 Parking Spaces/1,000 square feet
- Motel 1.0 Parking Spaces/1,000 square feet
- Residential Apts. 1.0 Parking Spaces/1,000 square feet

~~These requirements reflect amounts based on gross square footage. In this district, the gross square footage shall not be reduced to eighty percent (80%) for purposes of this calculation. If a building has multiple uses then the appropriate parking requirement would be applied to that square footage of the building.~~



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Approve Phase 3 of the Transportation Equity Study for the South End-Salina Community with Spalding DeDecker

DEPARTMENT: Economic Development, in conjunction with Purchasing

BRIEF DESCRIPTION: The project to identify solutions for mitigating trucking traffic impacts was organized into three phases, the first phase was completed in December 2023 and the second phase is slated for completion in November 2024. Funding is available for the third and final phase, which can be completed by January 31, 2025 if the phase is launched in November 2024.

PRIOR COUNCIL ACTION: 7-378-23 - Approval of contract for Phase 1 with Spalding DeDecker for Transportation Equity Study for the South End-Salina Community

2-68-24 – Approval of Contract for Phase 2.

BACKGROUND: Efficient truck movement to the Salina Community's commercial and industrial properties is understood to be important to regional and local economic vitality, but also poses serious challenges to the management and upkeep of public infrastructure and conflicts with other modes of transportation and residential neighborhood and commercial areas within the study area. This phase of the project will provide concept designs and cost estimates for deploying recommendations, including redesign/changes to Dix and Vernor and other future right-of-way, pavement marking, signage, pedestrian crossings, and other improvements that will improve walkability and mitigate the impact of trucking activity on the area.

FISCAL IMPACT: \$38,000

COMMUNITY IMPACT: Phase 3 activities will complete this multi-year project, providing the City with concrete concepts for area improvements that can be undertaken in the short, medium, and long-term to the betterment of the community.

IMPLEMENTATION TIMELINE: Phase 3 will run through January 2025.

COMPLIANCE/PERFORMANCE METRICS: Completion of the scope of work will be the primary metric, alongside efficacy of the recommendations provided as monitored by the ED Department.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Approval of Phase 3 – Transportation Equity Study
DATE: October 28, 2024

Budget Information

Project: ARPA70 – Economic Development
Total Approved Project Budget: \$12,560,639
Available Project Budget: \$11,400,104
Requested Amount: \$38,000
Funding Source: General Capital Improvement Fund, Economic Development, Capital Project Support, Other Professional Services
Supplemental Budget: N/A

Summary of Request

Purchasing, on behalf of the Economic & Community Development Department, recommends Phase 3 of the Transportation Equity Study for Southeast Dearborn from Spalding DeDecker Associates, Inc. The value of the contract for Phase 3 is \$38,000.

It is respectfully requested that Council authorize the awarding of the contact for these services. The resulting contract shall not be binding until fully executed.

Background and Justification

Efficient truck movement to the Salina Community's commercial and industrial properties is understood to be important to regional and local economic vitality, but also poses serious challenges to the management and upkeep of public infrastructure and conflicts with other modes of transportation and residential neighborhood and commercial areas within the study area. This phase of the project will provide concept designs and cost estimates for deploying recommendations, including redesign/changes to Dix and Vernor and other future right-of-way, pavement marking, signage, pedestrian crossings, and other improvements that will improve walkability and mitigate the impact of trucking activity on the area.

Procurement Process

The procurement process was in accordance with Competition Exceptions Section 2-568(6)(e), Continuity of Professional Services, of the Procurement Ordinance, and all internal policies and procedures.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Prepared By:

DocuSigned by:
Mark Rozinsky
D17F5326-2642-4E75-8008-622F4B9DD9F4

Mark Rozinsky, Purchasing Manager

Department Approval:

Signed by:
Jordan Twardy
1C749DCT4B69999C

Jordan Twardy, Economic Development Director

Budget Approval:

DocuSigned by:
Michael Kennedy
F77919D14214475

Michael Kennedy, Finance Director/Treasurer

Initial
MM

Corporation Counsel Approval:

DocuSigned by:
Jeremy Romer
F7A513D48E3468

Jeremy J. Romer, Corporation Counsel



FINANCE EXECUTIVE SUMMARY

REQUEST: Receive and file of FY2025 First Quarter Financial Reports

DEPARTMENT: Finance

BRIEF DESCRIPTION: First quarter unaudited financial reports are attached for receive and file.

PRIOR COUNCIL ACTION: N/A

BACKGROUND: On a quarterly basis, the Finance Department publishes a report including unaudited financial reports, investment reports for the various City accounts including pensions, Council approved year-to-date appropriation listing, any Mayor approved budget memos, asset disposition activity reports, and a position vacancy snapshot.

FISCAL IMPACT: None – Receive and file of combined quarterly information that has already been incurred, approved, and completed through adopted budget, Council resolutions, or Mayor memos.

- General Fund revenues totaled \$81.8 million as of September 30, unaudited (54% of annual budget earned).
 - General Fund expenditures totaled \$33.8 million as of September 30, unaudited (71% of annual budget available).
 - Amended General Fund budget provides for a decrease of \$460 thousand of fund balance.
 - As of September 30, 6 of 26 payrolls have been recorded.
-
-

IMPACT TO COMMUNITY:

- Satisfy requirements relating to Investment Acts of PA 213 of 2007 which amended PA 20 of 1943.
 - Better knowledge base for the City Council to make decisions.
-
-

IMPLEMENTATION TIMELINE: N/A

COMPLIANCE/PERFORMANCE METRICS: The Finance Department includes commentary within its introduction memo of any major items affecting the current year adopted budget and any ongoing identified concerns.



FINANCE

City of Dearborn Inter-Office Memorandum

To: City Council
From: Corey Jarocki, Deputy Finance Director
Date: November 5, 2024
Subject: Quarterly Reporting – First Quarter Fiscal Year 2025

The first quarter reports for fiscal year 2025 with activity as of September 30, 2024 (unaudited) are attached. Please receive and file.



FINANCE

City of Dearborn Inter-Office Memorandum

To: City Council
From: Corey Jarocki, Deputy Finance Director
Via: Michael Kennedy, Finance Director
Mayor Abdullah H. Hammoud
Date: November 5, 2024
Subject: Quarterly Reporting – First Quarter Fiscal Year 2025

The first quarter reports for fiscal year 2025 with activity as of September 30, 2024 are attached. The information presented is unadjusted and has not been audited. These reports are, for the most part, on a cash basis versus an accrual basis of accounting. This means that entries resulting from the collection or payment of cash are recorded, but entries that do not involve the transfer of cash may not be. Although the information is accurate, it could easily be misinterpreted due to the fact that it represents unadjusted amounts and many accruals are recorded on an annual basis. For these reasons, it is not recommended that the information be used for anything other than a review and discussion. Basic financial information is included for all the funds. Additional reports are provided for the General Fund.

The investment reports are attached as required by Public Act 213 of 2007 which amended Public Act 20 of 1943. These reports are prepared as of September 2024. The City is using a money manager for a government securities portfolio, Certificate of Deposits, money market accounts, and money market type account (Comerica J-Fund Sweep, MI Class). The investment policy focuses on safety, liquidity, and yield in that order of priority. The money manager invests primarily in U.S. government securities or U.S. government-backed securities. The money market accounts are primarily backed by the same type of government securities. The CD program maximizes federal depository insurance coverage and distributes certificate of deposit investments to a large number of banks to achieve the FDIC coverage objective.

The investment strategy is focused on safety by using instruments with Federal government protections. The money manager has been directed to maintain a short-term duration for the fixed income investment portfolio to limit exposure to market risk and loss of the principal value of the portfolio.

The next attachment is the monthly PEHC investment report, as provided by Graystone Consulting.

The Chapter 21 Pension System September 30 investment reports follow. The investment managers align with the current investment policy.

Following the investment reports is a Council-approved budget amendment report and Mayor-approved budget amendment memos, if any were processed since the last quarterly report. The following reports is the asset disposition activity reports. A quarterly snapshot of position vacancies is the final report.

The major items affecting the 2025 Budget within the first quarter include the recognition and appropriation of the MDHHS Grant (\$3,166,700, CR8-434-24), the recognition and appropriation of the Dearborn Works Grant (\$1,000,000, CR9-455-24), FY24 Budget Carryforwards (\$497,058, CR8-414-24), FY24 Grant Carryforwards (\$457,186, CR6-293-24), and recognition and appropriation of the Assistance to Firefighter's Grant (\$349,966, CR9-463-24).

The General Fund revenues were \$81.8 million, and expenditures were \$33.8 million as of the date of these reports. The adopted budget would have resulted in an increase in the General Fund fund balance of \$173,632. The amended budget currently provides for a decrease of fund balance of \$459,523. General Fund fund balance for June 30, 2024 is \$38.3 million.

Please refer to the one-page General Fund Revenue and Expenditure Summary Report for this section of the memo.

Revenues were under the annual budget \$70.8 million dollars as of the end of the quarter. The intergovernmental revenue includes grants that may involve reimbursement processes and the corresponding income lag, and generally involve multiple years. Therefore, budget estimates will always exceed actual grant income for any multi-year grants. There can be revenue timing lags with the State Shared Revenue distributions as well.

Taxes represent \$71.7 million or 88% of the current \$81.8 million total recorded revenue. The tax revenue reflects the amount billed with collections in progress.

The General Fund received the first State distribution of the Local Community Stabilization Act (LCSA) monies on November 1, 2024 in the amount of \$6.9 million. The second payment is expected to be received in May, 2025.

Expenditures were \$33.8 million and \$119.1 million under the annual budget with \$10.8 million reserved for encumbrances as of the date of the reports. Similar to revenues, some expenditure activity is spread fairly evenly throughout the year and other activity experiences seasonal or has other drivers causing activity fluctuations.

Payroll has recorded 6 of the 26 pay periods in the year.

Non-General Fund Selective Comments:

In the Street Funds, the State Gas and Weight tax revenues are insufficient to cover the costs of maintaining the streets from an operational and capital standpoint. Much of the cost of the DPW-Highways Division is charged to the Street Funds. High standards for the frequency of sweeping and plowing/salting consume resources that could otherwise be allocated for maintenance and capital reinvestment. It is a challenge to balance immediate needs with long term infrastructure needs.

The Library Fund was established with the voter approved 10-year sunset library millage which expired in FY2022. The levy was reduced from 1.69 mills for FY2022 to 1.54 mills for FY2023 and remained flat for FY2024 and FY2025. The new sunset library millage will continue for six years through FY2028. The \$8.1 million Library Fund revenue budget includes: \$6.1 million of taxation, \$1.46 million of local community stabilization monies, \$112 thousand from State aid and the penal fine allocation, and the balance in use charges and miscellaneous income. The Library received the first LCSA payment on November 1, 2024 in the amount of \$596 thousand. The second LCSA payment is expected to be received in May 2025.

CDBG unexpended authorizations will automatically carry forward to the next fiscal year. Based on auditor input, the grant monies that support specific city operations are now recorded directly with that operation and no longer pass through the CDBG fund. This change reduces the accounting and budgeting duplication.

The General Capital Improvement Fund accounts for projects that can be funded by grants, debt financing, or contributions from other funds, therefore some revenue activity only occurs when a project is financed or costs can be reimbursed. Project budgets automatically carry forward to future fiscal years.

In the Water and Sewer Funds, operating working capital is tight due to the large support for the Combined Sewer Overflow projects. The Combined Sewer Overflow (CSO) debt continues to be issued to comply with the Federal mandate and discharge permit. Prior debt was mostly issued under the State low-interest loan programs, but more recent debt issuances were open market bonds. The bond issue of \$26.7 million in December 2017 consumed the remaining 2004 voter authorized authority. The CSO millage for the Winter 2018 property tax bill to support the debt service for the bonds issued under the 2004 authority was 4.25 mills.

To complete the CSO requirements, a proposal was placed on the August 2018 ballot to provide CSO tax supplemental bonding authority by \$60 million, and was approved. A bond issue of \$23.4 million was sold in September 2018. The CSO tax millages for the Winter 2023 property tax bill are set at 3.82 (2004) and 0.43 (2018). The remaining bonding balance of the 2018 voter authorized authority has not been issued. The City is currently reviewing funding and other options for completion of the CSO work.

The Innovation and Technology and Facilities Funds are internal operating funds with costs that are allocated to departments. The capital projects budgets represent a good

portion of the expense budget. These costs are capitalized and depreciated at year-end. The grant for the Dispatch airway frequency conversion equipment is included in this fund.


The Facility Fund includes the Powerhouse and Campus HVAC upgrade project, financed through a bond sale. The project is currently nearing completion.

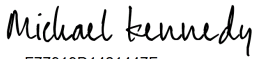
The Fleet & General Liability Fund is the self-insurance pool that pays all uninsured (deductible portion) lawsuit settlements including prior year tax refunds. Legal actions against the City and property tax case settlements for prior years are paid by this fund.

The Employee Insurance Fund receives the premiums charged for active and retiree health care. The Blue Cross PPO and HAP HMO health care programs are both self-insured except for retirees 65 and older enrolled in Medicare Advantage. The retiree prescription drugs are now on a traditional plan. This has proved to be very financially beneficial and premium discounts have been applied for several years. Offsetting this have been the federal fees required by the Patient Protection and Affordable Care Act and companion legislative action or directives.

For all funds, large unexpended appropriations are generally attributable to capital projects that may cross fiscal years and, in many cases, there will be large encumbrances as well. There are also several large grants with substantial unearned revenue which is recognized as the project progresses. An example is the SAFER Firefighters grant received for additional staffing.

Respectfully submitted,

DocuSigned by:

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Corey Jarocki
Deputy Finance Director

DocuSigned by:

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Michael Kennedy
Finance Director / Treasurer

**City of Dearborn
All Funds
Fiscal Year 2025 Revenue Summary Report
As of September 30, 2024 (unaudited)**

Fund Description	Revised Budget	Revenue Year to Date Actual	Budget Favorable (Unfavorable)	% of Total Budget Unearned
General Fund	\$ 152,520,931	\$ 81,796,577	\$ (70,724,354)	-46%
Major Street & Trunkline	12,042,214	1,081,216	(10,960,998)	-91%
Local Street	9,802,647	807,664	(8,994,983)	-92%
Dix-Vernor District Improvement Authority	192,529	8,750	(183,779)	-95%
Warren Business District Improvement Authority	1,659,538	26,250	(1,633,288)	-98%
Indigent Defense	1,022,136	150,072	(872,064)	-85%
Drug Law Enforcement	89,212	65,071	(24,141)	-27%
Library	8,066,934	6,242,210	(1,824,724)	-23%
Brownfield Redevelopment Authority	3,660,634	-	(3,660,634)	-100%
Designated Purposes	218,830	191,039	(27,791)	-13%
Community Development Block Grant	4,815,518	108,391	(4,707,127)	-98%
Opioid Settlement	5,554	97,285	91,731	1652%
West Dearborn Downtown Development	1,215,305	11,330	(1,203,975)	-99%
East Dearborn Downtown Development	1,889,145	10,305	(1,878,840)	-99%
General Capital Improvements	10,210,577	3,618,353	(6,592,224)	-65%
Senior Apartment Operations	3,444,110	668,735	(2,775,375)	-81%
Economic Development Corp	-	-	-	n/a
Sewer	50,897,129	7,829,692	(43,067,437)	-85%
Water	27,169,418	6,512,604	(20,656,814)	-76%
CSO Projects	36,591,549	-	(36,591,549)	-100%
CSO Debt Service	19,946,858	2,686	(19,944,172)	-100%
Information Technology (CDI-Tech)	5,481,578	1,116,666	(4,364,912)	-80%
Facilities & FAB	19,841,597	2,649,889	(17,191,708)	-87%
Fleet Replacement & VAB	3,432,126	813,045	(2,619,081)	-76%
Workers' Compensation	735,319	218,080	(517,239)	-70%
Fleet & General Liability Insurance	3,798,112	917,745	(2,880,367)	-76%
Employee Benefits Self Insurance	24,751,439	6,438,615	(18,312,824)	-74%
General Employees Retirement System	13,850,615	656,468	(13,194,147)	-95%
Rev. Police & Fire Retirement System	36,499,980	3,128,475	(33,371,505)	-91%
Police & Fire Retirement System	1,434,614	(30,037)	(1,464,651)	-102%
Retiree Death Benefit	42,435	3,058	(39,377)	-93%
Post Employment Health Care	15,709,466	1,548,922	(14,160,544)	-90%
Total	\$ 471,038,049	\$ 126,689,156	\$ (344,348,893)	

**City of Dearborn
All Funds
Fiscal Year 2025 Expenditure Summary Report
As of September 30, 2024 (unaudited)**

Fund Description	Revised Budget	Expenditure Year to Date Actual	Encumbrances	Budget Favorable (Unfavorable)	% of Total Budget Available
General Fund	\$ 152,980,454	\$ 33,780,873	\$ 10,848,110	\$ 108,351,471	71%
Major Street & Trunkline	23,580,237	1,417,514	2,521,244	19,641,479	83%
Local Street	18,403,389	1,761,192	2,660,478	13,981,719	76%
Dix-Vernor District Improvement Authority	170,131	35,784	40,277	94,070	55%
Warren Business District Improvement Authority	1,363,832	62,412	118,588	1,182,832	87%
Indigent Defense	1,035,388	207,508	390	827,490	80%
Drug Law Enforcement	1,015,813	216,917	126,500	672,396	66%
Library	9,795,583	2,626,109	168,395	7,001,079	71%
Brownfield Redevelopment Authority	1,663,592	33,856	39,000	1,590,736	96%
Designated Purposes	1,081,140	390,552	34,345	656,243	61%
Community Development Block Grant	6,574,040	19,214	87,822	6,467,004	98%
Opioid Settlement	40,000	4,072	-	35,928	90%
West Dearborn Downtown Development	1,582,874	263,414	156,395	1,163,065	73%
East Dearborn Downtown Development	1,634,304	210,260	320,215	1,103,829	68%
General Capital Improvements	31,626,506	2,972,685	3,158,380	25,495,441	81%
Senior Apartment Operations	7,823,747	913,763	635,176	6,274,808	80%
Economic Development Corp	18,771	-	-	18,771	100%
Sewer	62,446,894	5,058,395	3,307,349	54,081,150	87%
Water	29,873,591	3,809,502	2,257,253	23,806,836	80%
CSO Projects	33,896,595	29,681	324,857	33,542,057	99%
CSO Debt Service	18,184,568	2,014,329	-	16,170,239	89%
Information Technology (CDI-Tech)	17,000,028	3,477,836	3,134,375	10,387,817	61%
Facilities & FAB	42,724,744	4,275,498	16,197,197	22,252,049	52%
Fleet Replacement & VAB	7,049,535	1,404,470	3,391,105	2,253,960	32%
Workers' Compensation	805,700	160,242	173,320	472,138	59%
Fleet & General Liability Insurance	4,028,788	3,293,803	185,055	549,930	14%
Employee Benefits Self Insurance	22,907,539	5,912,459	19,654	16,975,426	74%
General Employees Retirement System	17,490,213	3,936,090	8,578	13,545,545	77%
Rev. Police & Fire Retirement System	30,011,639	7,146,343	6,358	22,858,938	76%
Police & Fire Retirement System	897,600	199,729	1,900	695,971	78%
Retiree Death Benefit	55,000	4,500	-	50,500	92%
Post Employment Health Care	11,002,344	2,377,450	9,170	8,615,724	78%
Total	\$ 558,764,579	\$ 88,016,452	\$ 49,931,486	\$ 420,816,641	

**City of Dearborn
All Funds
Fiscal Year 2025 Contribution vs. Subsidy Summary Report
As of September 30, 2024 (unaudited)**

Fund Description	Budget Rev > Exp (Exp > Rev)	Actual Rev > Exp (Exp > Rev)	Difference Favorable (Unfavorable)	Encumbrances
General Fund	\$ (459,523)	\$ 48,015,704	\$ 48,475,227	10,848,110
Major Street & Trunkline	(11,538,023)	(336,298)	11,201,725	2,521,244
Local Street	(8,600,742)	(953,528)	7,647,214	2,660,478
Dix-Vernor District Improvement Authority	22,398	(27,034)	(49,432)	40,277
Warren Business District Improvement Authority	295,706	(36,162)	(331,868)	118,588
Indigent Defense	(13,252)	(57,436)	(44,184)	390
Drug Law Enforcement	(926,601)	(151,846)	774,755	126,500
Library	(1,728,649)	3,616,101	5,344,750	168,395
Brownfield Redevelopment Authority	1,997,042	(33,856)	(2,030,898)	39,000
Designated Purposes	(862,310)	(199,513)	662,797	34,345
Community Development Block Grant	(1,758,522)	89,177	1,847,699	87,822
Opioid Settlement	(34,446)	93,213	127,659	-
West Dearborn Downtown Development	(367,569)	(252,084)	115,485	156,395
East Dearborn Downtown Development	254,841	(199,955)	(454,796)	320,215
General Capital Improvements	(21,415,929)	645,668	22,061,597	3,158,380
Senior Apartment Operations	(4,379,637)	(245,028)	4,134,609	635,176
Economic Development Corp	(18,771)	-	18,771	-
Sewer	(11,549,765)	2,771,297	14,321,062	3,307,349
Water	(2,704,173)	2,703,102	5,407,275	2,257,253
CSO Projects	2,694,954	(29,681)	(2,724,635)	324,857
CSO Debt Service	1,762,290	(2,011,643)	(3,773,933)	-
Information Technology (CDI-Tech)	(11,518,450)	(2,361,170)	9,157,280	3,134,375
Facilities & FAB	(22,883,147)	(1,625,609)	21,257,538	16,197,197
Fleet Replacement & VAB	(3,617,409)	(591,425)	3,025,984	3,391,105
Workers' Compensation	(70,381)	57,838	128,219	173,320
Fleet & General Liability Insurance	(230,676)	(2,376,058)	(2,145,382)	185,055
Employee Benefits Self Insurance	1,843,900	526,156	(1,317,744)	19,654
General Employees Retirement System	(3,639,598)	(3,279,622)	359,976	8,578
Rev. Police & Fire Retirement System	6,488,341	(4,017,868)	(10,506,209)	6,358
Police & Fire Retirement System	537,014	(229,766)	(766,780)	1,900
Retiree Death Benefit	(12,565)	(1,442)	11,123	-
Post Employment Health Care	4,707,122	(828,528)	(5,535,650)	9,170
Total	\$ (87,726,530)	\$ 38,672,704	\$ 126,399,234	\$ 49,931,486

**City of Dearborn
General Fund by Department
Fiscal Year 2025 Revenue Summary Report
As of September 30, 2024 (unaudited)**

Fund Description	Revised Budget	Revenue Year to Date Actual	Budget Favorable (Unfavorable)	% of Total Budget Unearned
Non-Departmental	\$ 107,503,729	\$ 72,412,318	\$ (35,091,411)	-33%
Charter Commission	-	-	-	n/a
City Council	-	-	-	n/a
19th District Court	5,740,942	1,189,744	(4,551,198)	-79%
Mayor	-	-	-	n/a
City Clerk	854,900	141,316	(713,584)	-83%
Assessor	1,064,988	39,322	(1,025,666)	-96%
Law	232,575	8,300	(224,275)	-96%
Finance	770,565	11,600	(758,965)	-98%
Philanthropy and Grants	-	-	-	n/a
Human Resources	-	-	-	n/a
Public Works	2,328,437	194,402	(2,134,035)	-92%
Public Information	984,000	-	(984,000)	-100%
Police	6,762,112	1,617,021	(5,145,091)	-76%
Fire	7,770,581	2,104,231	(5,666,350)	-73%
Health	2,558,604	2,500	(2,556,104)	-100%
Community Relations	-	-	-	n/a
Property Maintenance & Development Services	5,152,008	1,354,989	(3,797,019)	-74%
Recreation	9,458,522	2,704,704	(6,753,818)	-71%
Historical Commission	-	-	-	n/a
Economic & Community Development	1,338,968	16,130	(1,322,838)	-99%
Total	\$ 152,520,931	\$ 81,796,577	\$ (70,724,354)	

**City of Dearborn
General Fund by Department
Fiscal Year 2025 Expenditure Summary Report
As of September 30, 2024 (unaudited)**

Fund Description	Revised Budget	Expenditure Year to Date Actual	Encumbrances	Budget Favorable (Unfavorable)	% of Total Budget Available
Non-Departmental	\$ 8,932,122	\$ 329,598	\$ -	\$ 8,602,524	96%
Charter Commission	21,623	2,142	-	19,481	90%
City Council	587,532	113,203	3,765	470,564	80%
19th District Court	5,048,156	1,044,202	78,662	3,925,292	78%
Mayor	1,406,697	285,572	56,000	1,065,125	76%
City Clerk	1,592,237	449,213	28,708	1,114,316	70%
Assessor	1,064,988	232,725	13,567	818,696	77%
Law	2,225,446	521,833	38,249	1,665,364	75%
Finance	2,981,281	613,314	188,498	2,179,469	73%
Philanthropy and Grants	284,360	40,239	300	243,821	86%
Human Resources	1,089,280	189,019	38,431	861,830	79%
Public Works	12,170,557	2,977,235	3,219,173	5,974,149	49%
Public Information	1,561,576	287,765	28,158	1,245,653	80%
Police	50,555,164	11,146,877	718,248	38,690,039	77%
Fire	32,589,627	7,895,002	425,149	24,269,476	74%
Health	3,372,569	160,040	15,470	3,197,059	95%
Community Relations	1,134,721	260,628	17,858	856,235	75%
Property Maintenance & Development Services	4,912,902	2,166,814	4,712,011	(1,965,923)	-40%
Recreation	18,217,684	4,551,918	1,264,465	12,401,301	68%
Historical Commission	-	-	-	-	n/a
Economic & Community Development	3,231,932	513,534	1,398	2,717,000	84%
Total	\$ 152,980,454	\$ 33,780,873	\$ 10,848,110	\$ 108,351,471	

**City of Dearborn
General Fund by Department
Fiscal Year 2025 Contribution vs. Subsidy Summary Report
As of September 30, 2024 (unaudited)**

Fund Description	Budget Rev > Exp (Exp > Rev)	Actual Rev > Exp (Exp > Rev)	Difference Favorable (Unfavorable)	Encumbrances	Difference with Encumbrances
Non-Departmental	\$ 98,571,607	\$ 72,082,720	\$ (26,488,887)	\$ -	\$ (26,488,887)
Charter Commission	(21,623)	(2,142)	19,481	-	19,481
City Council	(587,532)	(113,203)	474,329	3,765	470,564
19th District Court	692,786	145,542	(547,244)	78,662	(625,906)
Mayor	(1,406,697)	(285,572)	1,121,125	56,000	1,065,125
City Clerk	(737,337)	(307,897)	429,440	28,708	400,732
Assessor	-	(193,403)	(193,403)	13,567	(206,970)
Law	(1,992,871)	(513,533)	1,479,338	38,249	1,441,089
Finance	(2,210,716)	(601,714)	1,609,002	188,498	1,420,504
Philanthropy and Grants	(284,360)	(40,239)	244,121	300	243,821
Human Resources	(1,089,280)	(189,019)	900,261	38,431	861,830
Public Works	(9,842,120)	(2,782,833)	7,059,287	3,219,173	3,840,114
Public Information	(577,576)	(287,765)	289,811	28,158	261,653
Police	(43,793,052)	(9,529,856)	34,263,196	718,248	33,544,948
Fire	(24,819,046)	(5,790,771)	19,028,275	425,149	18,603,126
Health	(813,965)	(157,540)	656,425	15,470	640,955
Community Relations	(1,134,721)	(260,628)	874,093	17,858	856,235
Property Maintenance & Development Services	239,106	(811,825)	(1,050,931)	4,712,011	(5,762,942)
Recreation	(8,759,162)	(1,847,214)	6,911,948	1,264,465	5,647,483
Historical Commission	-	-	-	-	-
Economic & Community Development	(1,892,964)	(497,404)	1,395,560	1,398	1,394,162
Total	\$ (459,523)	\$ 48,015,704	\$ 48,475,227	\$ 10,848,110	\$ 37,627,117

**City of Dearborn
General Fund
Fiscal Year 2025 Revenue Summary Report
As of September 30, 2024 (unaudited)**

Fund Description	Revised Budget	Revenue Year to Date Actual	Budget Favorable (Unfavorable)	% of Total Budget Unearned
Taxes & Penalties	\$ 71,936,668	\$ 71,711,170	\$ (225,498)	0%
Licenses & Permits	4,202,638	1,192,919	(3,009,719)	-72%
Intergovernmental Revenue	40,801,893	291,606	(40,510,287)	-99%
Charges for Services	18,875,240	5,612,589	(13,262,651)	-70%
Fines & Forfeits	5,072,500	1,125,098	(3,947,402)	-78%
Interest on Investments	2,086,658	-	(2,086,658)	-100%
Miscellaneous Revenue	8,010,994	1,479,610	(6,531,384)	-82%
Other Financing Sources	1,534,340	383,585	(1,150,755)	-75%
Total	\$ 152,520,931	\$ 81,796,577	\$ (70,724,354)	

**City of Dearborn
General Fund
Fiscal Year 2025 Expenditure Summary Report
As of September 30, 2024 (unaudited)**

Fund Description	Revised Budget	Expenditure Year to Date Actual	Encumbrances	Budget Favorable (Unfavorable)	% of Total Budget Available
Personnel Services	\$ 106,302,753	\$ 24,991,663	\$ (1)	\$ 81,311,091	76%
Supplies	5,144,932	890,447	846,020	3,408,465	66%
Utilities	3,527,503	754,544	2,506,531	266,428	8%
Capital outlay	193,000	12,835	70,754	109,411	57%
Debt Service	3,183,626	-	-	3,183,626	100%
Expenses allocated out	(13,974,968)	(701,788)	-	(13,273,180)	95%
Contingency	4,377,957	-	-	4,377,957	100%
Transfers Out	4,420,902	1,233,029	-	3,187,873	72%
Other Operating Expenses	39,804,749	6,600,143	7,424,806	25,779,800	65%
Total	\$ 152,980,454	\$ 33,780,873	\$ 10,848,110	\$ 108,351,471	

Note: The General Fund revenue budget is \$152,520,931 and the expenditure budget is \$152,980,454; therefore, the amended budget plan is to use \$459,523 of fund balance reserves.

Every year, there are purchases and projects in progress that result in budget carry forwards. Budget for open encumbrances and project budgets are automatically carried forward to the next fiscal year. Special requests for budget carry forwards are brought before Council and approved in a single resolution.

**City of Dearborn
Recreation Department by Division
Fiscal Year 2025 Revenue Summary Report
As of September 30, 2024 (unaudited)**

Fund Description	Revised Budget	Revenue Year to Date Actual	Budget Favorable (Unfavorable)	% of Total Budget Unearned
Administration	\$ 500	\$ (2)	\$ (502)	-100%
Sports Programs	86,080	13,820	(72,260)	-84%
Fitness / Athletic	161,700	14,277	(147,423)	-91%
City Parks	111,337	51,528	(59,809)	-54%
Playground Programs	40,000	-	(40,000)	-100%
Community Center Programs	-	-	-	n/a
Special Activities	128,500	11,980	(116,520)	-91%
Theatre	431,568	84,863	(346,705)	-80%
Fine Arts Programs	99,277	20,261	(79,016)	-80%
Morningside Splash Park	-	-	-	n/a
Aquatics - Community Center	43,450	9,079	(34,371)	-79%
Swimming Pools - Administration	189,750	4,435	(185,315)	-98%
Crowley Splash Park	100	-	(100)	-100%
Ford Woods Pool	39,870	24,483	(15,387)	-39%
Hemlock Splash Park	-	-	-	n/a
Lapeer Pool	1,290	-	(1,290)	-100%
Dunworth Pool	148,050	134,769	(13,281)	-9%
Summer-Stephens Pool	1,217	-	(1,217)	-100%
Ten Eyck Pool	1,752	-	(1,752)	-100%
Whitmore-Bolles Splash Park	-	-	-	n/a
General - Community Center	47,670	1,477	(46,193)	-97%
Facility Administration - Community Center	1,029,196	148,311	(880,885)	-86%
Banquet / Conference Center	549,600	104,520	(445,080)	-81%
Dearborn Ice Skating Center	1,252,855	224,699	(1,028,156)	-82%
Camp Dearborn General	2,148,602	507,559	(1,641,043)	-76%
Camp Dearborn Concessions	155,000	95,120	(59,880)	-39%
Mystic Creek Golf Course	1,949,640	894,497	(1,055,143)	-54%
Dearborn Hills Golf Course	427,590	214,911	(212,679)	-50%
Senior Citizen Services	23,610	5,502	(18,108)	-77%
Smart Transportation	390,318	138,615	(251,703)	-64%
Total	\$ 9,458,522	\$ 2,704,704	\$ (6,753,818)	

**City of Dearborn
Recreation Department by Division
Fiscal Year 2025 Expenditure Summary Report
As of September 30, 2024 (unaudited)**

Fund Description	Revised Budget	Expenditure Year to Date Actual	Encumbrances	Budget Favorable (Unfavorable)	% of Total Budget Available
Administration	\$ 1,490,260	\$ 329,924	\$ 3,129	\$ 1,157,207	78%
Sports Programs	154,762	47,295	13,828	93,639	61%
Fitness / Athletic	535,076	128,637	10,592	395,847	74%
City Parks	517,405	162,477	33,343	321,585	62%
Playground Programs	72,150	16,021	-	56,129	78%
Community Center Programs	2,000	2,000	-	-	0%
Special Activities	420,482	58,720	38,803	322,959	77%
Theatre	1,101,584	206,272	31,485	863,827	78%
Fine Arts Programs	350,147	110,864	45,625	193,658	55%
Morningside Splash Park	26,850	1,000	-	25,850	96%
Aquatics - Community Center	657,405	147,469	2,538	507,398	77%
Swimming Pools - Administration	328,929	100,507	5,880	222,542	68%
Crowley Splash Park	31,235	15,154	5,023	11,058	35%
Ford Woods Pool	396,609	118,577	19,547	258,485	65%
Hemlock Splash Park	41,709	18,480	7,197	16,032	38%
Lapeer Pool	22,216	2,154	6,020	14,042	63%
Dunworth Pool	939,000	353,735	63,709	521,556	56%
Summer-Stephens Pool	21,543	3,512	4,055	13,976	65%
Ten Eyck Pool	24,143	5,864	7,739	10,540	44%
Whitmore-Bolles Splash Park	40,946	561	21,358	19,027	46%
General - Community Center	76,069	14,382	-	61,687	81%
Facility Administration - Community Center	1,790,559	412,225	33,232	1,345,102	75%
Banquet / Conference Center	573,236	116,715	2,436	454,085	79%
Dearborn Ice Skating Center	1,518,502	271,093	292,958	954,451	63%
Camp Dearborn General	3,122,404	750,208	453,553	1,918,643	61%
Camp Dearborn Concessions	153,296	50,222	11,656	91,418	60%
Mystic Creek Golf Course	2,190,002	750,709	56,922	1,382,371	63%
Dearborn Hills Golf Course	975,779	244,265	89,184	642,330	66%
Senior Citizen Services	253,068	76,150	-	176,918	70%
Smart Transportation	390,318	36,726	4,653	348,939	89%
Total	\$ 18,217,684	\$ 4,551,918	\$ 1,264,465	\$ 12,401,301	

**City of Dearborn
Recreation Department by Division
Fiscal Year 2025 Contribution vs. Subsidy Summary Report
As of September 30, 2024 (unaudited)**

Fund Description	Budget Rev > Exp (Exp > Rev)	Actual Rev > Exp (Exp > Rev)	Difference Favorable (Unfavorable)	Encumbrances	Difference with Encumbrances
Administration	\$ (1,489,760)	\$ (329,926)	\$ 1,159,834	\$ 3,129	\$ 1,156,705
Sports Programs	(68,682)	(33,475)	35,207	13,828	21,379
Fitness / Athletic	(373,376)	(114,360)	259,016	10,592	248,424
City Parks	(406,068)	(110,949)	295,119	33,343	261,776
Playground Programs	(32,150)	(16,021)	16,129	-	16,129
Community Center Programs	(2,000)	(2,000)	-	-	-
Special Activities	(291,982)	(46,740)	245,242	38,803	206,439
Theatre	(670,016)	(121,409)	548,607	31,485	517,122
Fine Arts Programs	(250,870)	(90,603)	160,267	45,625	114,642
Morningside Splash Park	(26,850)	(1,000)	25,850	-	25,850
Aquatics - Community Center	(613,955)	(138,390)	475,565	2,538	473,027
Swimming Pools - Administration	(139,179)	(96,072)	43,107	5,880	37,227
Crowley Splash Park	(31,135)	(15,154)	15,981	5,023	10,958
Ford Woods Pool	(356,739)	(94,094)	262,645	19,547	243,098
Hemlock Splash Park	(41,709)	(18,480)	23,229	7,197	16,032
Lapeer Pool	(20,926)	(2,154)	18,772	6,020	12,752
Dunworth Pool	(790,950)	(218,966)	571,984	63,709	508,275
Summer-Stephens Pool	(20,326)	(3,512)	16,814	4,055	12,759
Ten Eyck Pool	(22,391)	(5,864)	16,527	7,739	8,788
Whitmore-Bolles Splash Park	(40,946)	(561)	40,385	21,358	19,027
General - Community Center	(28,399)	(12,905)	15,494	-	15,494
Facility Administration - Community Center	(761,363)	(263,914)	497,449	33,232	464,217
Banquet / Conference Center	(23,636)	(12,195)	11,441	2,436	9,005
Dearborn Ice Skating Center	(265,647)	(46,394)	219,253	292,958	(73,705)
Camp Dearborn General	(973,802)	(242,649)	731,153	453,553	277,600
Camp Dearborn Concessions	1,704	44,898	43,194	11,656	31,538
Mystic Creek Golf Course	(240,362)	143,788	384,150	56,922	327,228
Dearborn Hills Golf Course	(548,189)	(29,354)	518,835	89,184	429,651
Senior Citizen Services	(229,458)	(70,648)	158,810	-	158,810
Smart Transportation	-	101,889	101,889	4,653	97,236
Total	\$ (8,759,162)	\$ (1,847,214)	\$ 6,911,948	\$ 1,264,465	\$ 5,647,483

**City of Dearborn
General Fund by Department
FY2025 Year-Over-Year Report
As of September 30, 2024 (unaudited)**

General Fund	Actual FY2024 Q1	Actual FY2025 Q1	Major changes year-over-year	FY2025 Budget	Actual to Budget
Revenue					
Non-Departmental	\$ 69,207,813	\$ 72,412,318	FY25 Increase in Tax & Related Revenues \$3.0M (5% taxable value increase). Increase in return project funding from Facilities and General Capital Improvement Funds \$383K.	\$ 107,503,729	67%
19th District Court	1,120,720	1,189,744	Increase in Parking Fines \$97K, offset by reduction in Subpoena and Garnishments \$33K.	5,740,942	21%
Mayor	-	-		-	0%
City Clerk	140,675	141,316	Minimal variance to FY24 Q1. Major revenue sources of Birth & Death records, Business & Trade Licenses.	854,900	17%
Assessor	14,609	39,322	\$25K increase in miscellaneous revenues (IFTs, Splits, Combos, Property Transfer, etc.).	1,064,988	4%
Law	5,635	8,300	Zoning review increase \$2,600.	232,575	4%
Finance	10,074	11,600	Increase in scrap materials, \$1,100.	770,565	2%
Human Resources	-	-		-	0%
Public Works	259,041	194,402	Decrease in internal equipment charges \$44K. Decrease in Amtrak billings to cover train station operating expenditures \$10K.	2,328,437	8%
Communications	-	-	No first quarter revenue in FY24 or FY25.	984,000	0%
Police	1,765,522	1,617,021	School Resource Officers, timing of billing (\$184K billed in October for Q1).	6,762,112	24%
Fire	3,070,448	2,104,231	Ambulance service charges reductions, \$940K (in-line with FY25 budget estimates)	7,770,581	27%
Health	-	2,500	Wayne State University Grant for Project Refocus, \$2,500 (CR8-433-24).	2,558,604	0%
Property Maintenance & Development Services	1,177,477	1,354,989	Increase in Permit Inspections \$232K offset by and Permit Processing Fees and Case Processing reductions \$48K.	5,152,008	26%
Recreation	2,321,021	2,704,704	Increase in Golf Course Revenues \$128K, Increase in reimbursement revenue for SMART operations \$90K, Camp Dearborn revenue increases (cabins, camp sites, trailer camping, etc.) \$77K, Increase in DISC revenues \$38K (ice rentals, admissions, lessons), \$32K increase Theater revenues.	9,458,522	29%
Economic & Community Development	25,098	16,130	Sponsorship funds for Economic Development events \$10.5K decrease.	1,338,968	1%
Total Revenue	\$ 79,118,133	\$ 81,796,577		\$ 152,520,931	54%

percent of fiscal year completed as of 9/30/24 25%

**City of Dearborn
General Fund by Department
FY2025 Year-Over-Year Report
As of September 30, 2024 (unaudited)**

General Fund	Actual FY2024 Q1	Actual FY2025 Q1	Major changes year-over-year	FY2025 Budget	Actual to Budget
Expenditure					
Non-Departmental	\$ (522,963)	\$ 329,598	Timing of department allocation entry for Pension and OPEB bonds \$531K. Increase allocation to Employee Insurance fund \$239K. \$66K funding contribution for Worker's Comp legal services (CR7-358-24).	\$ 8,932,122	4%
Charter Commission	4,773	2,142	Charter Commission work completed.	21,623	10%
City Council	87,084	113,203	Increase due to Personnel costs \$20K (employee contracts, LOCC approved increases, 1 additional payroll booked in FY25 Q1 vs FY24), Postage \$7,800 (Council Newsletter).	587,532	19%
19th District Court	874,756	1,044,202	Increase in Personnel Services, \$166K (employee contracts, 1 additional payroll booked in FY25 Q1 vs FY24).	5,048,156	21%
Mayor	242,400	285,572	Increase in Personnel Costs \$45K (employee contracts, LOCC approved increases, 1 additional payroll booked in FY25 Q1 vs FY24)	1,406,697	20%
City Clerk	225,435	449,213	Increase in Personnel Services, \$191K (employee contracts, LOCC approved increases, 1 additional payroll booked in FY25 Q1 vs FY24); Increase in election related expenditures, \$22K (printing, postage, interpreter fees, etc.)	1,592,237	28%
Assessor	200,613	232,725	Increase in Personnel Costs \$31K (employee contracts, 1 additional payroll booked in FY25 Q1 vs FY24).	1,064,988	22%
Law	341,618	521,833	Increase in Personnel Costs (Law: \$102K, City Plan \$25K, employee contracts, 1 additional payroll booked in FY25 Q1 vs FY24); Increase in Contractual Legal Fees \$54K.	2,225,446	23%
Finance	503,883	613,314	Increase in Personnel Costs \$130K (employee contracts, 1 additional payroll booked in FY25 Q1 vs FY24), offset by decreases in debt service allocation (\$22K), Audit Services (\$9K), in Q1 (timing of allocation and booked expense in Q2).	2,981,281	21%
Philanthropy and Grants	43,422	40,239	Decrease in personnel costs \$3,700 (Director vacancy)	284,360	14%
Human Resources	181,634	189,019	Increase in Personnel Costs \$31K (employee contracts, 1 additional payroll booked in FY25 Q1 vs FY24), Decrease in Contractual Services \$23K (employee class and comp study in FY24).	1,089,280	17%
Public Works	2,213,461	2,977,235	Increase in personnel costs \$221K (employee contracts, 1 additional payroll booked in FY25 Q1 vs FY24), Decrease in expenditure allocation to other operations \$460K (timing of book entry), \$66K increase Fleet replacement funding, increase Street Lights electric costs \$20K.	12,170,557	24%
Communications	196,711	287,765	Increase in personnel costs \$78K (employee contracts, 1 additional payroll booked in FY25 Q1 vs FY24), Various operating increases \$12K (licenses, photography services, etc.).	1,561,576	18%
Police	9,959,479	11,146,877	Increase personnel services (FT wages, OT, OPEB funding) \$1.2M (1 additional payroll booked in FY25 Q1 vs FY24).	50,555,164	22%
Fire	7,057,373	7,895,002	\$1.5M increase personnel services (employee contracts, 1 additional payroll booked in FY25 Q1 vs FY24), \$400K decrease in Fleet Replacement funding, Debt Service allocation for OPEB, \$110K decrease.	32,589,627	24%
Public Health	76,032	160,040	Increase in personnel services \$77K (employee contracts, 1 additional payroll booked in FY25 Q1 vs FY24), Contractual Services \$7K (health communications specialist).	3,372,569	5%
Community Relations	150,383	260,628	Increase in personnel costs \$87K (employee contracts, 1 additional payroll booked in FY25 Q1 vs FY24), Fleet funding increase \$12K (department's first year in fleet program),	1,134,721	23%
Property Maintenance & Development Services	2,348,396	2,166,814	Increase in personnel services \$171K (employee contracts, 1 additional payroll booked in FY25 Q1 vs FY24), \$400K decrease in refuse collection, \$25K increase in vector control (Orkin).	4,912,902	44%
Recreation	3,830,425	4,551,918	Increase in personnel services \$467K (employee contracts, 1 additional payroll booked in FY25 Q1 vs FY24), \$73K decrease fleet replacement funding, \$66K increase Golf Cart leases (Dearborn Hills & Mystic Creek), \$21K increase utilities, \$35K increase merchandise for resale (canteen insourcing in FY25 \$30K), \$80K increase R&M (buildings, fencing, operating equipment, etc.), \$75K increase supplies (chemicals, postage, general operating).	18,217,684	25%
Economic & Community Development	508,142	513,534	Increase in personnel services \$88K (employee contracts, 1 additional payroll booked in FY25 Q1 vs FY24), Decrease funding to General Capital Improvement (greenbelt gateway) in FY24 \$74K.	3,231,932	16%
Total Expenditure	\$ 28,523,057	\$ 33,780,873		\$ 152,980,454	22%
General Fund Revenue Over (Under) Expenditures	\$ 50,595,076	\$ 48,015,704		\$ (459,523)	

percent of fiscal year completed as of 9/30/24 **25%**

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CITY OF DEARBORN, MICHIGAN
 PROJECT BUDGET REPORT FOR F/Y 2025 FUND ALL PROJECT

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 ALL ACTIVE ONLY

ACCOUNT NUMBER/ ACCOUNT DESCRIPTION	TOTAL PROJECT BUDGET	CURRENT YEAR PROJECT BUDGET	PRIOR YEARS' ACTUAL	CURRENT YEAR'S ACTUAL	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE
PROJECT NAME: Z03422 34th Council Project Plan MANAGER: Michael Sareini SPONSOR: UNKNOWN						
401-0000-366.90-00 OTHER	125,000.00	.00	125,000.00	.00	.00	.00
REVENUE TOTAL	125,000.00	.00	125,000.00	.00	.00	.00
401-6100-435.98-00 UNDISTRIBUTED APPROP	100,000.00	100,000.00	.00	.00	.00	100,000.00
401-9716-980.91-01 CONTRI TO GENERAL FUND	25,000.00	.00	25,000.00	.00	.00	.00
EXPENSE TOTAL	125,000.00	100,000.00	25,000.00	.00	.00	100,000.00
FUND 401 TOTAL	250,000.00	100,000.00	150,000.00	.00	.00	100,000.00
PROJECT TOTAL	.00	100,000.00	100,000.00	.00	.00	100,000.00

City of Dearborn
Schedule of Investment Types Percentages
September 30, 2024

**Unrestricted Local Gov't Investment Pool
(LGIP)**

**Restricted Local Gov't Investment
Pool**

	800 Pooled Cash Fund	800 MI-Class Pooled Cash Investment	2020 GLWA Withholdings	634 Amtrak-Train Station
Ending totals for 06/30/24	\$ 52,496,506.01	\$ 84,050,820.84	\$ 7,934,851.14	\$ 56,343.68
Ending totals for 09/30/24	\$ 80,942,262.81	\$ 85,217,059.83	\$ 8,132,593.92	\$ 58,577.37
Increases & Decreases	\$ 28,445,756.80	\$ 1,166,238.99	\$ 197,742.78	\$ 2,233.69
Certificate of Deposits as of 06/30/24	\$ 10,000,000.00			
Commercial Paper (Disc) as of 06/30/24	\$ -			
Government Securities as of 06/30/24	\$ 55,113,208.14			
Checking Accounts as of 06/30/24	\$ 253,264.44			
LGIP balance as of 06/30/24	\$ 52,496,506.01	\$ 84,050,820.84	\$ 7,934,851.14	\$ 56,343.68
Certificate of Deposits as of 09/30/24	\$ 10,000,000.00			
Commercial Paper (Disc) as of 09/30/24	\$ -			
Government Securities as of 09/30/24	\$ 54,613,026.22			
Checking Accounts as of 09/30/24	\$ 1,084,843.87			
LGIP balance as of 09/30/24	\$ 80,942,262.81	\$ 85,217,059.83	\$ 8,132,593.92	\$ 58,577.37
Certificate of Deposits Percentages as of 09/30/24	7.0%			
Commercial Paper(Disc) Percentages as of 09/30/24	0.0%			
Government Securities Percentages as of 09/30/24	37.0%			
Checking Accounts as of 09/30/24	1.0%			
LGIP Percentages as of 09/30/24	55.0%	100.0%	100.0%	100.0%
Total 09/30/24	\$ 146,640,132.90	\$ 85,217,059.83	\$ 8,132,593.92	\$ 58,577.37

•Checking Account balance as of 09/30/24 will sweep to/from 800 Pooled Cash LGIP to cover accounts payable balance of \$2,001,631.11, payroll payable balance or \$3,175,675.51, and taxes payable to agencies of \$6,089,118.35.

•Balance maintained in bank of \$25,000 is fully insured.

City of Dearborn
Schedule of Investment Types Percentages - Money Market Accounts
September 30, 2024

	2021 General Money Market Withholdings	2023 Huntington Money Market
Ending totals for 06/30/24	\$ 5,258,567.26	\$ 5,291,290.69
Ending totals for 09/30/24	\$ 5,282,824.41	\$ 5,337,062.53
Increases & Decreases	\$ 24,257.15	\$ 45,771.84

Certificate of Deposits as of 06/30/24		
Commercial Paper (Disc) as of 06/30/24		
Government Securities as of 06/30/24		
Checking Accounts as of 06/30/24		
LGIP balance as of 06/30/24		
Money Market Account as of 06/30/24	\$ 5,258,567.26	\$ 5,291,290.69

Certificate of Deposits as of 09/30/24		
Commercial Paper (Disc) as of 09/30/24		
Government Securities as of 09/30/24		
Checking Accounts as of 09/30/24		
LGIP balance as of 09/30/24		
Money Market Account as of 09/30/24	\$ 5,282,824.41	\$ 5,337,062.53

Certificate of Deposits as of 09/30/24		
Commercial Paper (Disc) as of 09/30/24		
Government Securities as of 09/30/24		
Checking Accounts as of 09/30/24		
LGIP balance as of 09/30/24		
Money Market Account as of 09/30/24	100%	100%

Total 9/30/24	\$ 5,282,824.41	\$ 5,337,062.53
---------------	-----------------	-----------------

•2021 General Money Market is a general investment account with Comerica bank.



CITY OF DEARBORN
FINANCE DEPARTMENT
16901 MICHIGAN AVE STE. #1
DEARBORN MI 48126

ACCOUNT STATEMENT
FOR THE PERIOD
JULY 01, 2024 THROUGH SEPTEMBER 30, 2024

CITY OF DEARBORN
POOLED CASH
VICTORY CAPITAL MANAGEMENT
ADVISORY ACCOUNT








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Detroit, MI 48275-3464
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CITY OF DEARBORN
FINANCE DEPARTMENT
16901 MICHIGAN AVE STE. #1
DEARBORN MI 48126



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Account Overview

For the Period July 01, 2024 - September 30, 2024

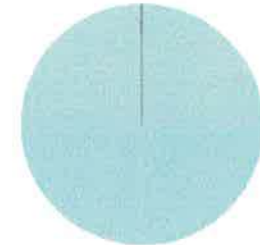
CITY OF DEARBORN POOLED CASH VICTORY

Account Summary

	Market Value September 30, 2024
Principal Assets	
Debt Securities	56,511,797.16
Short Term Investments	82,296.64
Total	56,594,093.80
Accrued Income	404,755.41
Total Value with Accrued Income	56,998,849.21

Asset Allocation

As of September 30, 2024



Debt Securities	99.85%
Short Term Investments	0.15%
Total	100.00%

Changes in Portfolio Value

	Period Ended September 30, 2024	Year to Date September 30, 2024
Beginning Value	55,113,208.14	55,113,208.14
Fees and Expenses	(12,969.46)	(12,969.46)
Income Received	579,505.80	579,505.80
Security Transaction	0.00	0.00
Realized Gain/Loss	(2,832.03)	(2,832.03)
Unrealized Gain/Loss	917,181.35	917,181.35
Changes This Period	0.00	0.00
Ending Value	56,594,093.80	56,594,093.80
Accrued Income	404,755.41	404,755.41
Ending Value with Accrued Income	56,998,849.21	56,998,849.21

Income Summary (Cash Basis)

	Period Ended September 30, 2024	Year to Date September 30, 2024
Dividends	6,371.84	6,371.84
Interest	573,133.96	573,133.96
Total Income	579,505.80	579,505.80

Net Realized Gain (Loss) Summary

	Period Ended September 30, 2024	Year to Date September 30, 2024
Net Short-Term Gain (Loss)	0.00	0.00
Net Long-Term Gain (Loss)	(2,832.03)	(2,832.03)
Total Gain (Loss) *	(2,832.03)	(2,832.03)

* (for informational purposes only)



CITY OF DEARBORN POOLED CASH VICTORY

Table Of Contents
For the Period July 01, 2024 - September 30, 2024

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BRIAN BROWN
Account Administrator
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Email: BSBROWN@COMERICA.COM

CINDY CORBY
Client Service Manager
Phone: 313-222-4747
Email: CACORBY@COMERICA.COM



Account Balance Summary
For the Period July 01, 2024 - September 30, 2024

CITY OF DEARBORN POOLED CASH VICTORY

Page 2 of 19

Description	As of 09/30/2024	
	Cost	Market Value
Debt Securities		
U S Government Obligations	50,665,611.80	51,329,065.06
U S Federal Agencies	4,989,872.70	5,182,732.10
Total Debt Securities	55,655,484.50	56,511,797.16
Short Term Investments		
Short Term Investments	5,634,849.29	5,634,849.29
Cash	(5,552,552.65)	(5,552,552.65)
Total Short Term Investments	82,296.64	82,296.64
Total Market Value	55,737,781.14	56,594,093.80
Accrued Income	0.00	404,755.41
Total Value with Accrued Income	55,737,781.14	56,998,849.21



Account Reconciliation
For the Period July 01, 2024 - September 30, 2024

CITY OF DEARBORN POOLED CASH VICTORY

Description	Cash	Cost	Market Value
Beginning Value	0.00	55,174,076.83	55,113,208.14
Fees and Expenses			
Investment Management Fees	(10,795.88)	0.00	(10,795.88)
Other Fees and Expenses	(2,173.58)	0.00	(2,173.58)
Total Fees and Expenses	(12,969.46)	0.00	(12,969.46)
Income Received			
Dividends	6,371.84	0.00	6,371.84
Interest	573,133.96	0.00	573,133.96
Total Income Received	579,505.80	0.00	579,505.80
Security Transaction			
Purchases	(21,253,975.90)	21,253,975.90	0.00
Sales	15,134,886.91	(15,137,718.94)	0.00
Total Security Transaction	(6,119,088.99)	6,116,256.96	0.00
Realized Gain/Loss	0.00	0.00	(2,832.03)
Unrealized Gain/Loss	0.00	0.00	917,181.35
Total Changes This Period	0.00	(5,552,552.65)	0.00
Accrued Income	0.00	0.00	404,755.41
Ending Value with Accrued Income	(5,552,552.65)	55,737,781.14	56,998,849.21



Detailed Holdings
For the Period July 01, 2024 - September 30, 2024

CITY OF DEARBORN POOLED CASH VICTORY

Description	Shares/ Par	Current Price	Total Market Value	Total Cost	Unrealized Gain/(Loss)	Accrued/ Est. Annual Income	Yield to Market
Debt Securities							
U S Government Obligations							
U S TREASURY NOTE 0.00% 04/15/2027 Ser AM-2027 DTD 4/15/2024 4.50% 4/15/20 Cusip: 91282CKJ9	2,500,000.0000	102.18	2,554,400.00	2,489,160.16	65,239.84	51,946.72 112,500.00	0.0360
UNITED STATES TREAS 0% NTS DTD 11/17/2022 4.50% 11/30/2024 11/30/2024 Cusip: 91282CFX4	4,000,000.0000	99.96	3,998,400.00	4,023,281.25	(24,881.25)	60,491.80 180,000.00	0.0470
UNITED STATES TREAS 3.5% NTS DTD 9/8/2022 3.50% 9/15/2025 09/15/2025 Cusip: 91282CFK2	5,000,000.0000	99.55	4,977,250.00	4,916,601.56	60,648.44	7,734.81 175,000.00	0.0400
UNITED STATES TREAS 4.125% 6/15/2023 Ser AP-2026 DTD 6/15/2023 4.125% 6/15/2 Cusip: 91282CHH7	2,500,000.0000	100.68	2,516,900.00	2,474,414.06	42,485.94	30,430.33 103,125.00	0.0370
UNITED STATES TREAS 4.125% NTS DTD 1/31/2023 4.125% 1/31/2025 Cusip: 91282CGG0	2,538,000.0000	99.83	2,533,609.26	2,500,128.28	33,480.98	17,638.41 104,692.50	0.0460
UNITED STATES TREAS 4.5% NTS DTD 11/15/2022 4.50% 11/15/2025 Cusip: 91282CFW6	4,000,000.0000	100.64	4,025,640.00	4,061,250.00	(35,610.00)	67,989.13 180,000.00	0.0390
UNITED STATES TREAS 4.625% NTS DTD 3/15/2023 4.625% 3/15/2026 Cusip: 91282CGR6	2,500,000.0000	101.20	2,530,075.00	2,502,929.69	27,145.31	5,110.50 115,625.00	0.0380
UNITED STATES TREAS NTS DTD 01/15/2024 4.00% 01/15/2027 Cusip: 91282CJT9	4,000,000.0000	100.83	4,033,120.00	3,952,187.50	80,932.50	33,913.04 160,000.00	0.0360
UNITED STATES TREAS NTS 4.625%09/15/26 Ser AS-2026 DTD 9/15/2023 4.625% 9/15/2 Cusip: 91282CHY0	5,000,000.0000	101.79	5,089,650.00	4,966,210.94	123,439.06	10,220.99 231,250.00	0.0370
UNITED STATES TREASURY NOTE DTD 03/15/2024 4.25% 03/15/2024 Cusip: 91282CKE0	3,000,000.0000	101.54	3,046,290.00	2,954,296.88	91,993.12	5,635.36 127,500.00	0.0360
UNITED STATES TREASURY NOTE DTD 06/15/2024 4.625% 06/15/2027 Cusip: 91282CKV2	2,500,000.0000	102.70	2,567,475.00	2,505,664.06	61,810.94	33,487.02 115,625.00	0.0360
UNITED STATES TREASURY NOTE DTD 08/15/2024 3.75% 08/15/2027 Cusip: 91282CLG4	5,500,000.0000	100.48	5,526,235.00	5,526,210.94	24.06	26,341.71 206,250.00	0.0360



Detailed Holdings
For the Period July 01, 2024 - September 30, 2024

CITY OF DEARBORN POOLED CASH VICTORY

Description	Shares/ Par	Current Price	Total Market Value	Total Cost	Unrealized Gain/(Loss)	Accrued/ Est. Annual Income	Yield to Market
U S Government Obligations							
UNITED STATES TREASURY NOTES DTD 05/15/2024 0.00% 05/15/2027 Cusip: 91282CKR1	2,700,000.0000	102.26	2,761,074.00	2,700,738.28	60,335.72	0.00 0.00	
US TREASURY NOTE 0.00% 05/31/2025 Ser BC-2025 DTD 5/31/2023 4.238388% 5/3 Cusip: 91282CHD6	2,514,000.0000	100.02	2,514,502.80	2,482,280.39	32,222.41	35,906.93 106,845.00	0.0420
US TREASURY NOTE 07/15/2027 Ser AQ-2027 DTD 7/15/2024 0.00% 7/15/20 Cusip: 91282CKZ3	2,600,000.0000	102.09	2,654,444.00	2,610,257.81	44,186.19	0.00 0.00	
Total U S Government Obligations			51,329,065.06	50,665,611.80	663,453.26	386,846.75 1,918,412.50	
U S Federal Agencies							
FEDERAL FARM CREDIT BANKS 0.75% SNR PIDI BDS 16/12/2026 USD .75% 12/16/2026-2021 Cusip: 3133EMKK7, Standard & Poor's AA+	2,500,000.0000	93.57	2,339,350.00	2,252,600.00	86,750.00	5,468.75 18,750.00	0.0380
FEDERAL HOME LOAN MTG CORP 0.8% SNR NTS 27/10/2026 USD .8% 10/27/2026-2022 Cusip: 3134GW4C7	1,085,000.0000	94.11	1,021,115.20	983,433.15	37,682.05	3,713.11 8,680.00	0.0380
FEDERAL HOME LOAN MTG CORP 0.8% SNR NTS 28/10/2026 USD .8% 10/28/2026-2022 Cusip: 3134GW6C5	1,935,000.0000	94.17	1,822,266.90	1,753,839.55	68,427.35	6,579.00 15,480.00	0.0370
Total U S Federal Agencies			5,182,732.10	4,989,872.70	192,859.40	15,760.86 42,910.00	
Total Debt Securities			56,511,797.16	55,655,484.50	856,312.66	402,607.61 1,961,322.50	
Short Term Investments							
Short Term Investments							
COMERICA GOVT CASH INVESTMENT FD- PRINCI J Cusip: CMMM06012	5,634,849.2900	1.00	5,634,849.29	5,634,849.29	0.00	2,147.80 269,948.31	



**Transaction Statement
For the Period July 01, 2024 - September 30, 2024**

CITY OF DEARBORN POOLED CASH VICTORY

Date	Transaction	Description	Cash	Cost	Market Value	Realized Gain (Loss)
Interest						
07/15/24	INTEREST PAYMENT	4,000,000 par value US TREASURY NOTE 4.00% 01/15/2027 Ser AJ-2027 DTD 1/15/2024 4.00% 1/15/20 Due 07/15/2024 @ \$0.02/\$1 PV CUSIP: 91282CJT9 ISIN: US91282CJT99	80,000.00	0.00	80,000.00	0.00
07/15/24	PURCHASE OF ACCRUED I	US TREASURY NOTE 07/15/2027 Ser AQ-2027 DTD 7/15/2024 0.00% 7/15/20 CUSIP: 91282CKZ3 ISIN: US91282CKZ31	(309.10)	0.00	(309.10)	0.00
07/31/24	INTEREST PAYMENT	2,538,000 par value UNITED STATES TREAS 4.125% NTS DTD 1/31/2023 4.125% 1/31/2025 Due 07/31/2024 @ \$0.020625/\$1 PV CUSIP: 91282CGG0 ISIN: US91282CGG06	52,346.25	0.00	52,346.25	0.00
09/16/24	INTEREST PAYMENT	5,000,000 par value UNITED STATES TREAS 3.5% NTS DTD 9/8/2022 3.50% 9/15/2025 Due 09/15/2024 @ \$0.0175/\$1 PV CUSIP: 91282CFK2 ISIN: US91282CFK27	87,500.00	0.00	87,500.00	0.00
09/16/24	INTEREST PAYMENT	2,500,000 par value UNITED STATES TREAS 4.625% NTS DTD 3/15/2023 4.625% 3/15/2026 Due 09/15/2024 @ \$0.023125/\$1 PV CUSIP: 91282CGR6 ISIN: US91282CGR60	57,812.50	0.00	57,812.50	0.00
09/16/24	INTEREST PAYMENT	5,000,000 par value UNITED STATES TREAS NTS Ser AS-2026 DTD 9/15/2023 4.625% 9/15/2 Due 09/15/2024 @ \$0.023125/\$1 PV CUSIP: 91282CHY0 ISIN: US91282CHY03	115,625.00	0.00	115,625.00	0.00
09/16/24	INTEREST PAYMENT	3,000,000 par value US TREASURY NOTE 4.25% 03/15/2027 Ser AL-2027 DTD 3/15/2024 4.25% 3/15/20 Due 09/15/2024 @ \$0.02125/\$1 PV CUSIP: 91282CKE0 ISIN: US91282CKE02	63,750.00	0.00	63,750.00	0.00
09/30/24	INTEREST PAYMENT	5,000,000 par value UNITED STATES TREAS 0% NTS DTD 9/30/2022 4.25% 9/30/2024 Due 09/30/2024 @ \$0.02125/\$1 PV CUSIP: 91282CFN6 ISIN: US91282CFN65	106,250.00	0.00	106,250.00	0.00
09/30/24	PURCHASE OF ACCRUED I	US TREASURY NOTE 3.75% 08/15/2027 Ser AR-2027 DTD 8/15/2024 3.75% 8/15/20 CUSIP: 91282CLG4 ISIN: US91282CLG41	(26,341.71)	0.00	(26,341.71)	0.00
Total Interest			573,133.96	0.00	573,133.96	0.00
Total Income Received			579,505.80	0.00	579,505.80	0.00



Transaction Statement
For the Period July 01, 2024 - September 30, 2024

CITY OF DEARBORN POOLED CASH VICTORY

Date	Transaction	Description	Cash	Cost	Market Value	Realized Gain (Loss)
Security Transaction						
Purchases						
07/01/24	SWEEP PURCHASE	2,540,966.69 shares COMERICA GOVT CASH INVESTMENT FD STATE COST: 0.00 CUSIP: CMMM06012 Ticker: FUNDJ	(2,540,966.69)	2,540,966.69	0.00	0.00
07/02/24	SWEEP PURCHASE	204.92 shares COMERICA GOVT CASH INVESTMENT FD STATE COST: 0.00 CUSIP: CMMM06012 Ticker: FUNDJ	(204.92)	204.92	0.00	0.00
07/15/24	SWEEP PURCHASE	2,584,247.94 shares COMERICA GOVT CASH INVESTMENT FD STATE COST: 0.00 CUSIP: CMMM06012 Ticker: FUNDJ	(2,584,247.94)	2,584,247.94	0.00	0.00
07/15/24	SWEEP PURCHASE	439.56 shares COMERICA GOVT CASH INVESTMENT FD STATE COST: 0.00 CUSIP: CMMM06012 Ticker: FUNDJ	(439.56)	439.56	0.00	0.00
07/31/24	SWEEP PURCHASE	52,346.25 shares COMERICA GOVT CASH INVESTMENT FD STATE COST: 0.00 CUSIP: CMMM06012 Ticker: FUNDJ	(52,346.25)	52,346.25	0.00	0.00
08/01/24	SWEEP PURCHASE	1,820.03 shares COMERICA GOVT CASH INVESTMENT FD STATE COST: 0.00 CUSIP: CMMM06012 Ticker: FUNDJ	(1,820.03)	1,820.03	0.00	0.00
09/03/24	SWEEP PURCHASE	880.2 shares COMERICA GOVT CASH INVESTMENT FD STATE COST: 0.00 CUSIP: CMMM06012 Ticker: FUNDJ	(880.20)	880.20	0.00	0.00
09/16/24	SWEEP PURCHASE	324,687.5 shares COMERICA GOVT CASH INVESTMENT FD STATE COST: 0.00 CUSIP: CMMM06012 Ticker: FUNDJ	(324,687.50)	324,687.50	0.00	0.00
09/30/24	SWEEP PURCHASE	5,106,250 shares COMERICA GOVT CASH INVESTMENT FD STATE COST: 0.00 CUSIP: CMMM06012 Ticker: FUNDJ	(5,106,250.00)	5,106,250.00	0.00	0.00
Total COMERICA GOVT CASH INVESTMENT FD			(10,611,843.09)	10,611,843.09	0.00	0.00



Transaction Statement
For the Period July 01, 2024 - September 30, 2024

CITY OF DEARBORN POOLED CASH VICTORY

Date	Transaction	Description	Cash	Cost	Market Value	Realized Gain (Loss)
Purchases						
07/15/24	PURCHASE	2,600,000 par value US TREASURY NOTE 07/15/2027 Ser AQ-2027 DTD 7/15/2024 0.00% 7/15/20 Trade 07/15/2024 Settle 07/16/2024 2,600,000 Units @ 100.394531 CUSIP: 91282CKZ3 ISIN: US91282CKZ31	(2,610,257.81)	2,610,257.81	0.00	0.00
		Total US TREASURY NOTE 07/15/2027 Ser AQ-2027	(2,610,257.81)	2,610,257.81	0.00	0.00
09/30/24	PURCHASE	5,500,000 par value US TREASURY NOTE 3.75% 08/15/2027 Ser AR-2027 DTD 8/15/2024 3.75% 8/15/20 Trade 09/30/2024 Settle 10/01/2024 5,500,000 Units @ 100.4765625 CUSIP: 91282CLG4 ISIN: US91282CLG41	(5,526,210.94)	5,526,210.94	0.00	0.00
		Total US TREASURY NOTE 3.75% 08/15/2027 Ser AR	(5,526,210.94)	5,526,210.94	0.00	0.00
07/02/24	PURCHASE	2,500,000 par value US TREASURY NOTE 4.625% 06/15/2027 Ser AP-2027 DTD 6/15/2024 4.625% 6/15/2 Trade 07/02/2024 Settle 07/03/2024 2,500,000 Units @ 100.2265625 CUSIP: 91282CKV2 ISIN: US91282CKV27	(2,505,664.06)	2,505,664.06	0.00	0.00
		Total US TREASURY NOTE 4.625% 06/15/2027 Ser A	(2,505,664.06)	2,505,664.06	0.00	0.00
		Total Purchases	(21,253,975.90)	21,253,975.90	0.00	0.00
Sales						
07/03/24	SWEEP SALE	2,511,350.54 shares COMERICA GOVT CASH INVESTMENT FD CUSIP: CMMM06012 Ticker: FUNDJ	2,511,350.54	(2,511,350.54)	0.00	0.00
07/16/24	SWEEP SALE	2,610,566.91 shares COMERICA GOVT CASH INVESTMENT FD CUSIP: CMMM06012 Ticker: FUNDJ	2,610,566.91	(2,610,566.91)	0.00	0.00
07/24/24	SWEEP SALE	2,173.58 shares COMERICA GOVT CASH INVESTMENT FD CUSIP: CMMM06012 Ticker: FUNDJ	2,173.58	(2,173.58)	0.00	0.00
07/25/24	SWEEP SALE	10,795.88 shares COMERICA GOVT CASH INVESTMENT FD CUSIP: CMMM06012 Ticker: FUNDJ	10,795.88	(10,795.88)	0.00	0.00
		Total COMERICA GOVT CASH INVESTMENT FD	5,134,886.91	(5,134,886.91)	0.00	0.00



Transaction Statement
For the Period July 01, 2024 - September 30, 2024

CITY OF DEARBORN POOLED CASH VICTORY

Date	Transaction	Description	Cash	Cost	Market Value	Realized Gain (Loss)
Sales						
09/30/24	MATURITY	5,000,000 par value @ 1 UNITED STATES TREAS 0% NTS DTD 9/30/2022 4.25% 9/30/2024 Registered In FED BOOK ENTRY Fed Long Term Loss: 13,085.94 CUSIP: 91282CFN6 ISIN: US91282CFN65	5,000,000.00	(5,013,085.94)	0.00	(13,085.94)
		Total UNITED STATES TREAS 0% NTS DTD 9/30/2022	5,000,000.00	(5,013,085.94)	0.00	(13,085.94)
07/15/24	MATURITY	2,500,000 par value @ 1 UNITED STATES TREAS 0.375% NTS DTD 7/15/2021 0.375% 7/15/2024 Registered In FED BOOK ENTRY Fed Long Term Loss: 1,464.84 CUSIP: 91282CCL3 ISIN: US91282CCL37	2,500,000.00	(2,501,464.84)	0.00	(1,464.84)
		Total UNITED STATES TREAS 0.375% NTS DTD 7/15/	2,500,000.00	(2,501,464.84)	0.00	(1,464.84)
07/01/24	MATURITY	2,500,000 par value @ 1 UNITED STATES TREAS 3% NTS DTD 6/30/2022 3.00% 6/30/2024 Registered In FED BOOK ENTRY Fed Long Term Gain: 11,718.75 CUSIP: 91282CEX5 ISIN: US91282CEX56	2,500,000.00	(2,488,281.25)	0.00	11,718.75
		Total UNITED STATES TREAS 3% NTS DTD 6/30/2022	2,500,000.00	(2,488,281.25)	0.00	11,718.75
	Total Sales		15,134,886.91	(15,137,718.94)	0.00	(2,832.03)
	Total Security Transaction		(6,119,088.99)	6,116,256.96	0.00	(2,832.03)



Pending Trades
For the Period July 01, 2024 - September 30, 2024

CITY OF DEARBORN POOLED CASH VICTORY

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Trade Date	Settlement Date	Description	Unit Price	Shares/ Par	Settlement Amount
Purchased					
Debt Securities					
09/30/2024	10/01/2024	US TREASURY NOTE 3.75% 08/15/2027 Ser AR-2027 DTD 8/15/2024 3.75% 8/15/20 CUSIP: 91282CLG4 ISIN: US91282CLG41	100.48	5,500,000.0000	(5,526,210.94)
Total Purchased					(5,526,210.94)
Total Pending Trades					(5,526,210.94)



CITY OF DEARBORN POOLED CASH VICTORY



Pending Orders
For the Period July 01, 2024 - September 30, 2024

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No data in the reporting period



Accrued Income
For the Period July 01, 2024 - September 30, 2024

CITY OF DEARBORN POOLED CASH VICTORY

Description	Beginning Accrual	Income Earned/ Adjustment	Income Received/Sold/ (Purchased)	Ending Accrual
Debt Securities				
CUSIP: 3133EMKK7 FEDERAL FARM CREDIT BANKS 0.75%	781.25	4,687.50	0.00	5,468.75
CUSIP: 3134GW4C7 FEDERAL HOME LOAN MTG CORP 0.8%	1,543.11	2,170.00	0.00	3,713.11
CUSIP: 3134GW6C5 FEDERAL HOME LOAN MTG CORP 0.8%	2,709.00	3,870.00	0.00	6,579.00
CUSIP: 91282CKJ9 U S TREASURY NOTE 0.00% 04/15/2027	23,668.03	28,278.69	0.00	51,946.72
CUSIP: 91282CFX4 UNITED STATES TREAS 0% NTS	15,245.90	45,245.90	0.00	60,491.80
CUSIP: 91282CFN6 UNITED STATES TREAS 0% NTS	53,415.30	52,834.70	106,250.00	0.00
CUSIP: 91282CCL3 UNITED STATES TREAS 0.375% NTS	4,326.92	360.58	4,687.50	0.00
CUSIP: 91282CEX5 UNITED STATES TREAS 3% NTS	0.00	37,500.00	37,500.00	0.00
CUSIP: 91282CFK2 UNITED STATES TREAS 3.5% NTS	51,358.70	43,876.11	87,500.00	7,734.81
CUSIP: 91282CHH7 UNITED STATES TREAS 4.125% 6/15/2023	4,508.20	25,922.13	0.00	30,430.33
CUSIP: 91282CGG0 UNITED STATES TREAS 4.125% NTS	43,717.75	26,266.91	52,346.25	17,638.41
CUSIP: 91282CFW6 UNITED STATES TREAS 4.5% NTS	22,989.13	45,000.00	0.00	67,989.13
CUSIP: 91282CGR6 UNITED STATES TREAS 4.625% NTS	33,933.42	28,989.58	57,812.50	5,110.50
CUSIP: 91282CJT9 UNITED STATES TREAS NTS	73,406.59	40,506.45	80,000.00	33,913.04
CUSIP: 91282CHY0 UNITED STATES TREAS NTS 4.625%09/15/26	67,866.85	57,979.14	115,625.00	10,220.99
CUSIP: 91282CKE0 UNITED STATES TREASURY NOTE	37,418.48	31,966.88	63,750.00	5,635.36
CUSIP: 91282CKV2 UNITED STATES TREASURY NOTE	0.00	27,800.54	(5,686.48)	33,487.02



CITY OF DEARBORN POOLED CASH VICTORY

**Accrued Income
For the Period July 01, 2024 - September 30, 2024**

Description	Beginning Accrual	Income Earned/ Adjustment	Income Received/Sold/ (Purchased)	Ending Accrual
Debt Securities				
CUSIP: 91282CLG4 UNITED STATES TREASURY NOTE	0.00	0.00	(26,341.71)	26,341.71
CUSIP: 91282CHD6 US TREASURY NOTE 0.00% 05/31/2025	9,049.71	26,857.22	0.00	35,906.93
CUSIP: 91282CKZ3 US TREASURY NOTE 07/15/2027	0.00	(309.10)	(309.10)	0.00
Debt Securities	445,938.34	529,803.23	573,133.96	402,607.61
Short Term Investments				
CUSIP: CMMM06012 COMERICA GOVT CASH INVESTMENT FD	3,671.61	4,848.03	6,371.84	2,147.80
Short Term Investments	3,671.61	4,848.03	6,371.84	2,147.80
Total Account	449,609.95	534,651.26	579,505.80	404,755.41



For the Period July 01, 2024 - September 30, 2024

CITY OF DEARBORN POOLED CASH VICTORY

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ANNUAL CERTIFICATION

WE HEREBY CERTIFY THAT, TO THE BEST OF OUR KNOWLEDGE AND BELIEF, THE FOREGOING STATEMENT OF RECEIPTS AND DISBURSEMENTS AND ATTACHED STATEMENT OF ASSETS, SUPPORTED BY RESPECTIVE SCHEDULES, ARE ACCURATE AND COMPLETE STATEMENTS ACCORDING TO OUR RECORDS OF THE ACCOUNT. SECURITIES AND OTHER ASSETS LISTED IN THIS REPORT ARE HELD BY THE BANK AS OF THE FISCAL PERIOD, EXCEPT AS OTHERWISE NOTED.

WE FURTHER CERTIFY THAT, TO THE BEST OF OUR KNOWLEDGE AND BELIEF, THIS ACCOUNT HOLDS NO KNOWN WORTHLESS SECURITIES, NO LEASES OR LOANS IN DEFAULT OR CLASSIFIED AS UNCOLLECTIBLE (EXCEPT AS IDENTIFIED ON THE MOST RECENT LOANS OUTSTANDING REPORT), AND HAS NOT PARTICIPATED IN ANY TRANSACTIONS CONSTRUED TO BE PARTY-IN-INTEREST TRANSACTIONS. EXCEPTIONS TO THIS PROVISION ARE SUPPORTED BY SCHEDULES ATTACHED TO THIS REPORT.

COMERICA BANK AND TRUST, N.A.
COMERICA BANK
BY: /S/ BRIAN WOLFE, SENIOR VICE PRESIDENT, INSTITUTIONAL TRUST.



For the Period July 01, 2024 - September 30, 2024

CITY OF DEARBORN POOLED CASH VICTORY

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MESSAGE PAGE

PRICING

MARKET PRICES SHOWN HAVE BEEN OBTAINED FROM PRICING SERVICES WHICH WE BELIEVE ARE RELIABLE; HOWEVER, WE CANNOT GUARANTEE THEIR ACCURACY OR THAT SECURITIES CAN BE BOUGHT OR SOLD FOR THESE PRICES. SOME UNREGISTERED AND ILLIQUID SECURITIES MAY NOT HAVE INDEPENDENTLY PROVIDED PRICING, AND MAY ONLY HAVE PRICING PROVIDED BY THE ISSUER OF THE SECURITY, WHICH MAY INCLUDE ESTIMATES OR OTHER UNVERIFIED PRICES.

FLOAT

COMERICA USES A GENERAL DISBURSEMENT CHECKING ACCOUNT TO PROCESS DISBURSEMENTS IT MAKES VIA CHECK. THIS IS A NON-INTEREST BEARING ACCOUNT FROM WHICH COMERICA MAY RECEIVE FLOAT. FLOAT IS EARNED AT THE FED FUNDS RATE, AS PUBLISHED IN THE WALL STREET JOURNAL OR ON THE FEDERAL RESERVE'S WEB SITE. COMERICA MAY BEGIN EARNING FLOAT ONCE THE FUNDS ARE TRANSFERRED FROM YOUR TRUST ACCOUNT TO THE GENERAL DISBURSEMENT CHECKING ACCOUNT. COMERICA CONTINUES TO RECEIVE FLOAT ON SUCH FUNDS UNTIL SUCH TIME AS THE CHECK IS PRESENTED FOR PAYMENT OR THE FUNDS ARE DISPOSED OF PURSUANT TO AN UNCLAIMED FUNDS PROCEDURE. DISBURSEMENTS VIA WIRE OR ACH DO NOT GENERATE FLOAT AND PROVIDE IMPROVED FUNDS AVAILABILITY FOR RECIPIENTS. GENERALLY, COMERICA DOES NOT RECEIVE FLOAT ON FUNDS RECEIVED PENDING INVESTMENT INSTRUCTIONS. EXCEPTIONS TO THE ABOVE DESCRIBED PROCEDURES MAY APPLY.

CASH EQUIVALENTS

COMERICA CALCULATES SWEEP FEES ON A 360 DAY BASIS.

FOREIGN TAX RECLAIMS DISCLOSURE

DIVIDENDS FROM AMERICAN DEPOSITARY RECEIPTS (ADRs) AND OTHER FOREIGN INVESTMENTS MAY BE SUBJECT TO TAX WITHHOLDING BY THE ISSUERS' HOME-COUNTRY GOVERNMENTS. COMERICA ENGAGED GLOBE TAX SERVICES, INC., TO PROVIDE CROSS-BORDER WITHHOLDING RECOVERY SERVICES ON BEHALF OF CLIENTS WITH THE APPLICABLE FOREIGN TAX AUTHORITIES. IF YOU WISH TO OPT INTO THIS SERVICE, PLEASE CONTACT YOUR RELATIONSHIP MANAGER.

SERVICING FEE

COMERICA MAY BE PAID BY NON-PROPRIETARY FUNDS FOR PERFORMING SERVICES FOR THE FUNDS.

TO ALL HOLDERS OF THE COMERICA SHORT TERM INVESTMENT FUND (STIF)

DETAILED INFORMATION ABOUT THE FUND IS AVAILABLE TO ALL HOLDERS OF THE COMERICA SHORT TERM INVESTMENT FUND (STIF) ON A MONTHLY BASIS INCLUDING: TOTAL ASSETS, SHADOW NAV, AND INDIVIDUAL SECURITY INFORMATION. PLEASE CONTACT YOUR RELATIONSHIP MANAGER TO HAVE THIS INFORMATION SENT TO YOU.



For the Period July 01, 2024 - September 30, 2024

CITY OF DEARBORN POOLED CASH VICTORY

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MESSAGE PAGE

CLASS ACTION NOTIFICATIONS:

FOR YOUR REFERENCE, WE HAVE CREATED A SPECIAL LINK (www.comerica.com/classactions) FOR UPCOMING SECURITY CLASS ACTION FILINGS. THIS LINK WILL OPEN A REGULARLY UPDATED PDF CONTAINING RELEVANT INFORMATION. PLEASE REFER TO THIS SITE FOR NOTIFICATION ABOUT CLASS ACTIONS WHICH MAY AFFECT YOUR ACCOUNT.

DECLARATION OF TRUST DOCUMENTS AVAILABLE

COMERICA BANK & TRUST, N.A., THE TRUSTEE OF A VARIETY OF COMMON TRUST AND COLLECTIVE INVESTMENT FUNDS, HAS CLAIMED AN EXEMPTION FROM THE DEFINITION OF THE TERM "COMMODITY POOL OPERATOR" UNDER THE COMMODITY EXCHANGE ACT, AND IS, THEREFORE, NOT SUBJECT TO REGISTRATION UNDER THE ACT RELATIVE TO EACH OF THE FUNDS. FOR A COMPLETE LIST OF THE RELEVANT FUNDS, PLEASE CONTACT YOUR RELATIONSHIP MANAGER.

COMERICA MAY PARTICIPATE IN CLASS ACTION LAWSUITS ON YOUR BEHALF UNLESS OTHERWISE INSTRUCTED. IF A SETTLEMENT IS RECEIVED, COMERICA MAY CHARGE A FEE OF \$10 WHEN THE PROCEEDS ARE POSTED TO THE ACCOUNT.

DECLARATION OF TRUST DOCUMENTS FOR COMERICA COMMON AND COLLECTIVE FUNDS ARE AVAILABLE UPON REQUEST. PLEASE CONTACT YOUR RELATIONSHIP MANAGER IF YOU WOULD LIKE A COPY.

RABBI TRUST

FOR NON-QUALIFIED RABBI TRUST CLIENTS, THE ANNUAL STATEMENT CONTAINS THE INFORMATION NEEDED TO ASSIST PLAN SPONSORS IN COMPUTING TAXABLE INCOME AND FULFILLING THEIR TAX REPORTING REQUIREMENTS.

SWEEP

COMERICA OFFERS VARIOUS MONEY MARKET SWEEP VEHICLE OPTIONS, INCLUDING GOVERNMENT, TREASURY AND TAX-EXEMPT FUNDS.

PLEASE CONTACT YOUR RELATIONSHIP MANAGER FOR ADDITIONAL INFORMATION ON SWEEP OPTIONS.

COMERICA DOES NOT GUARANTEE INVESTMENT RESULTS. WHERE NON-DEPOSIT INVESTMENT PRODUCTS ARE USED, SUCH INVESTMENT PRODUCTS ARE NOT INSURED BY THE FDIC; ARE NOT DEPOSITS OF OR OTHER OBLIGATIONS OF COMERICA AND ARE NOT GUARANTEED BY COMERICA; AND ARE SUBJECT TO INVESTMENT RISKS, INCLUDING THE POSSIBLE LOSS OF THE PRINCIPAL INVESTED.



For the Period July 01, 2024 - September 30, 2024

CITY OF DEARBORN POOLED CASH VICTORY

Page 19 of 19

MESSAGE PAGE

IMPORTANT NEWS REGARDING ACH (DIRECT DEPOSIT) PAYMENTS

THE NATIONAL AUTOMATED CLEARING HOUSE ASSOCIATION (NACHA) REQUIRES THAT ALL PARTIES TO AN ACH TRANSACTION MUST CLASSIFY PAYMENTS TRANSMITTED TO OR RECEIVED FROM, A FINANCIAL AGENCY OUTSIDE THE U.S. AS AN INTERNATIONAL ACH TRANSACTION (IAT). THE FEDERAL BANK SECRECY ACT REQUIRES THAT ADDITIONAL DATA BE SENT WITH AN IAT.

THERE ARE SUBSTANTIAL MONETARY PENALTIES FOR VIOLATION OF THE IAT RULES, SO IT IS IMPORTANT FOR US TO WORK TOGETHER TO ENSURE FULL COMPLIANCE WITH THE RULES.

ADDITIONAL INFORMATION REQUIRED

THE ORIGINATOR OF A TRANSACTION CODED AS AN IAT (WHICH INCLUDES DIRECT DEPOSITS OF PENSION PAYMENTS WHICH ULTIMATELY END UP AT A NON-U.S. FINANCIAL AGENCY) WILL BE REQUIRED TO PROVIDE THE FOLLOWING ADDITIONAL INFORMATION TO COMERICA BANK:

- NAME AND PHYSICAL ADDRESS OF THE ORIGINATOR (PLAN SPONSOR IN THE CASE OF PENSION PAYMENTS)
- NAME AND PHYSICAL ADDRESS OF THE RECEIVER (BENEFICIARY)
- ACCOUNT NUMBER OF THE RECEIVER
- IDENTITY OF THE RECEIVER'S BANK
- CORRESPONDENT BANK'S NAME, BANK ID NUMBER AND BANK BRANCH COUNTRY CODE
- REASON FOR THE PAYMENT

DUE DILIGENCE FOR RETIREMENT PLANS

AS PART OF OUR DUE DILIGENCE EFFORT TO COMPLY WITH THE IAT RULES, COMERICA WILL CONTACT DIRECTLY THOSE RETIREES WHO ARE RECEIVING THEIR PENSION PAYMENTS VIA ACH AND FOR WHOM WE HAVE A FOREIGN ADDRESS. WE NEED YOUR ASSISTANCE, HOWEVER, TO IDENTIFY ANY OTHER RETIREES WHOSE PENSION PAYMENTS MIGHT BE SUBJECT TO THE IAT RULES.

ACCORDING TO NACHA, IN THE CASE OF PENSION PAYMENTS, IT IS THE EMPLOYER'S OBLIGATION TO UNDERSTAND THE LEGAL DOMICILE OF ITS RETIREES AND INQUIRE WHETHER THEY HOLD ACCOUNTS IN U.S. BANKS OR WITH OFFSHORE FINANCIAL INSTITUTIONS. THE EMPLOYER OR PLAN SPONSOR IS CONSIDERED TO BE THE "ORIGINATOR" OF THE PENSION PAYMENTS. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT YOUR RELATIONSHIP MANAGER.

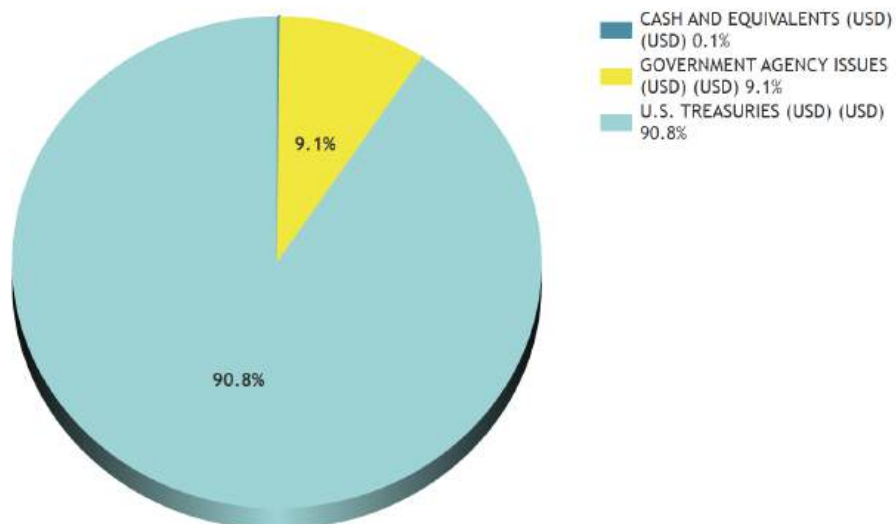


City of Dearborn Cash Reserve

Portfolio Overview

Gross of Fees | US Dollar
9/30/2024

Allocation by Security Type Group (by Currency)

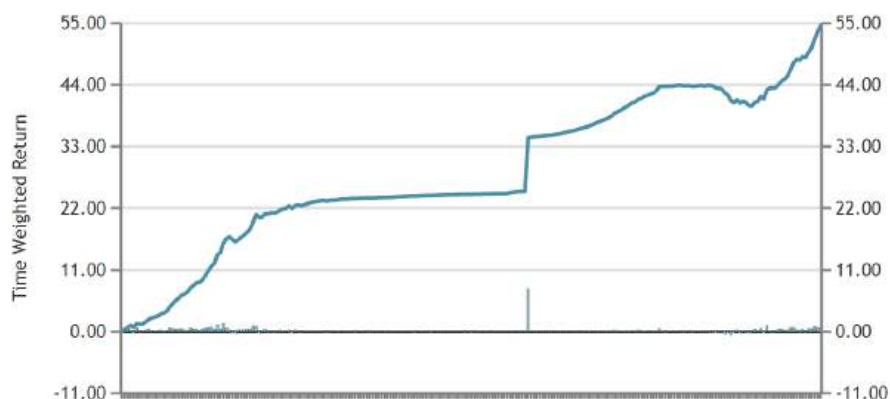


Activity Summary

	Month To Date	Quarter To Date	Latest 6 Months	Year To Date
Beginning Market Value	56,640,505.18	55,607,266.62	55,034,041.06	54,658,113.78
Net Additions	0.00	-12,969.46	-25,863.75	-36,497.29
Gains/Losses	420,918.45	1,467,126.47	2,053,246.32	2,439,807.14
Ending Market Value	57,061,423.63	57,061,423.63	57,061,423.63	57,061,423.63
Time Weighted Return	0.73	2.63	3.72	4.46

Index	Month To Date	Quarter To Date	Latest 6 Months	Year To Date
Bloomberg US Government 1-3 Year	0.81	2.89	3.83	4.13

Performance Since Inception (3/31/2005)



Performance Summary

Portfolio	Market Value	Month To Date	Quarter To Date	Latest 6 Months	Year To Date
City of Dearborn Cash Reserve	57,061,423.63	0.73	2.63	3.72	4.46

City of Dearborn Cash Reserve



City of Dearborn Post Employment Health Care

Monthly Report
September 30, 2024

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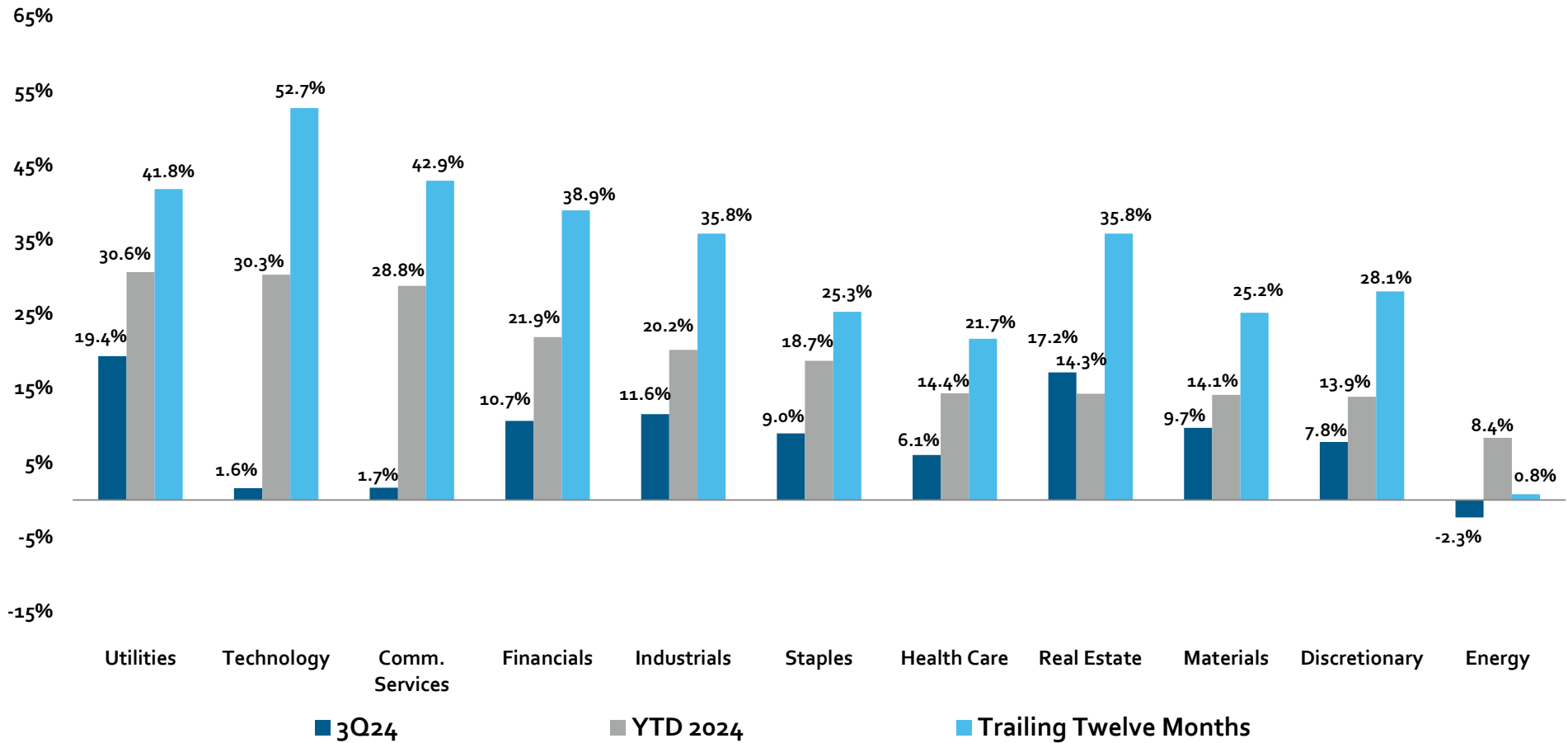
Agenda

- Capital Markets
- September 2024 Performance

Capital Markets

S&P 500 Sector Total Returns

As of September 30, 2024

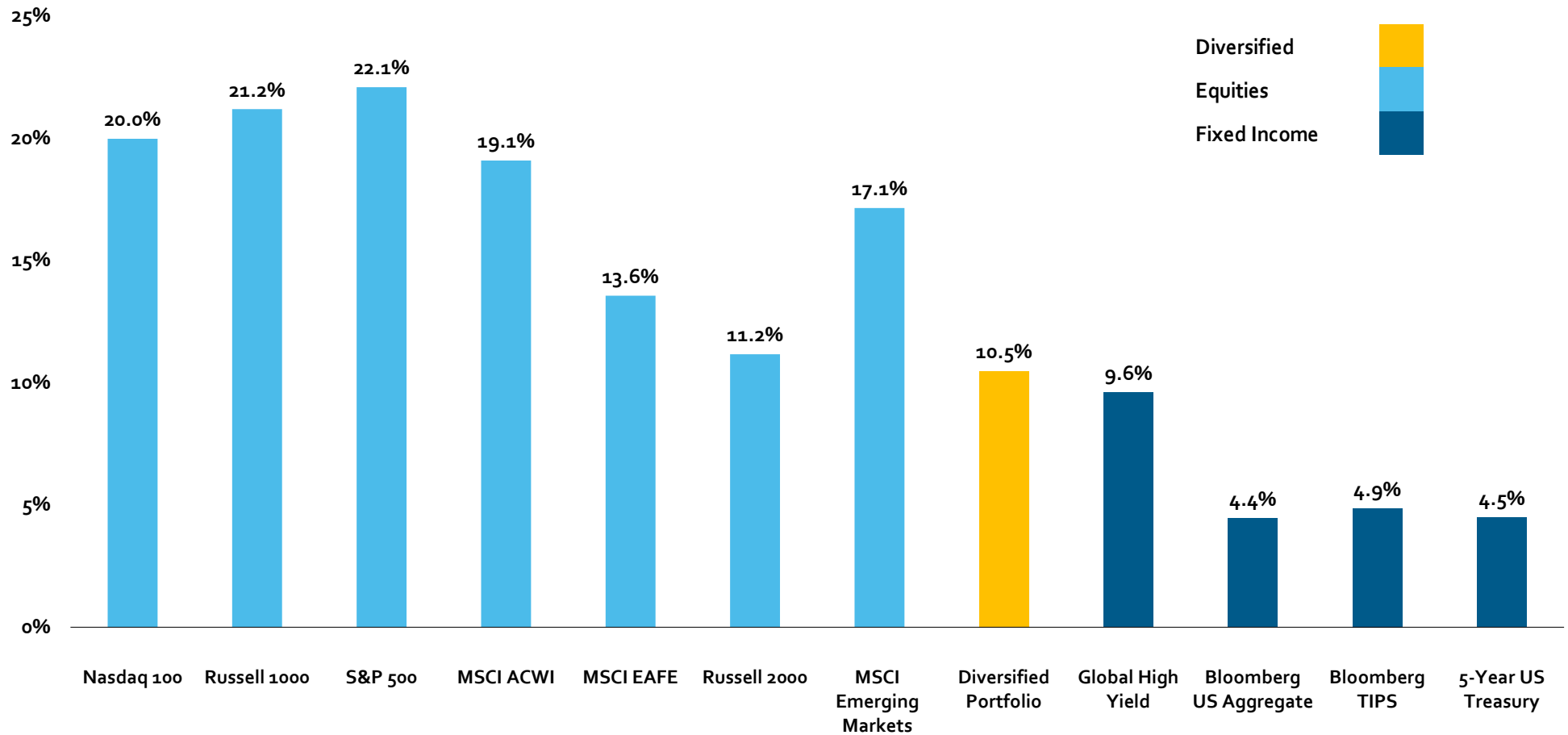


Source: Bloomberg, Morgan Stanley Wealth Management Global Investment Office

Past performance is no guarantee of future results. Estimates of future performance are based on assumptions that may not be realized. This material is not a solicitation of any offer to buy or sell any security or other financial instrument or to participate in any trading strategy. Please refer to important information, disclosures and qualifications at the end of this material. This slide sourced from Market Performance section.

Total Returns for Select Asset Classes Year-to-Date 2024

Cumulative Return from December 29, 2023 - September 30, 2024

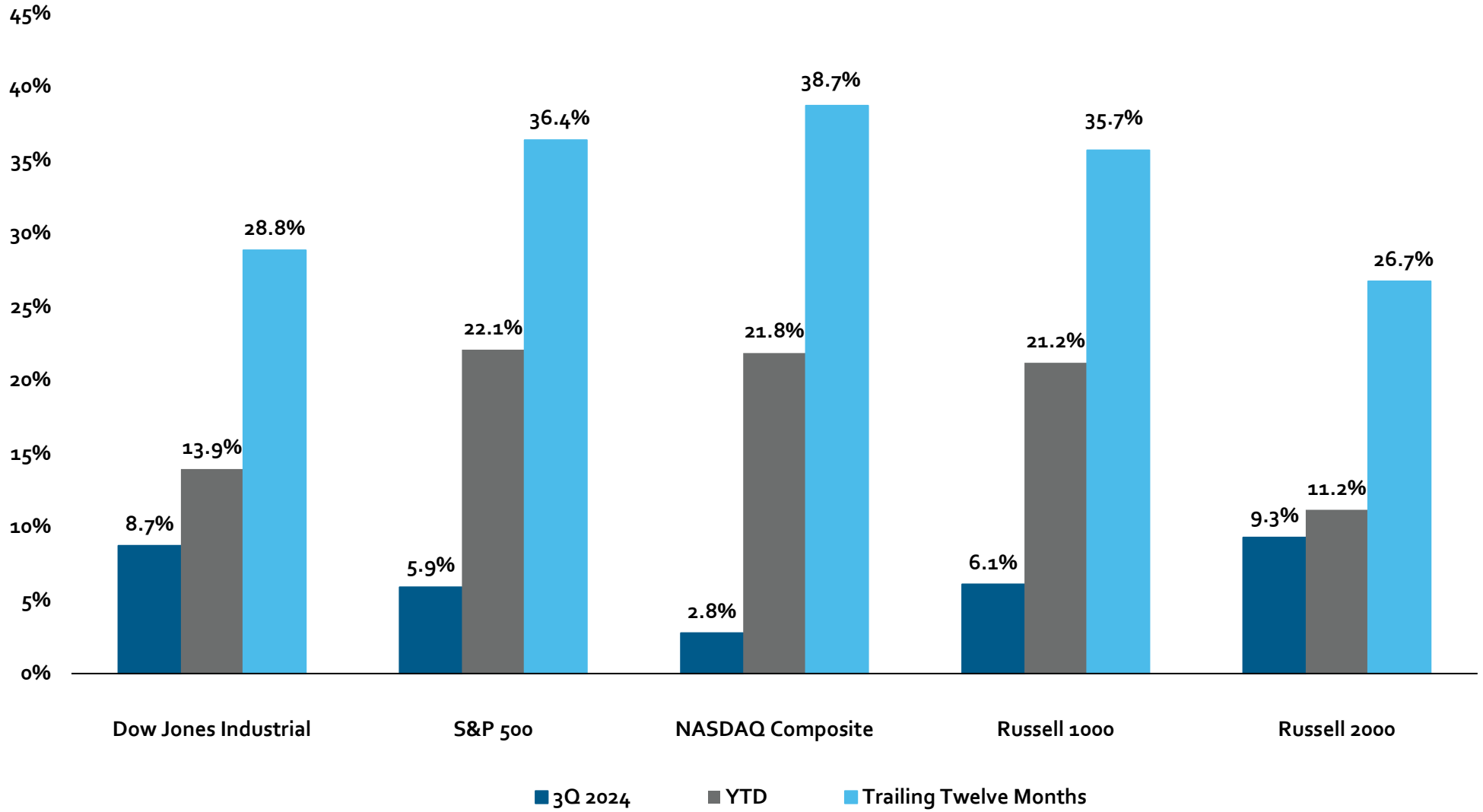


Source: FactSet, Bloomberg, Morgan Stanley Wealth Management Global Investment Office. Diversified portfolio is comprised of 40% MSCI ACWI, 40% Bloomberg US Aggregate, 5% FTSE US 3 mo. T-Bills, 9% HFRX Global Hedge Funds, 3% Bloomberg Commodity Index, and 3% FTSE NAREIT All Equity REITS Total Return Index.

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Total Returns on Major US Stock Market Indices

As of September 30, 2024

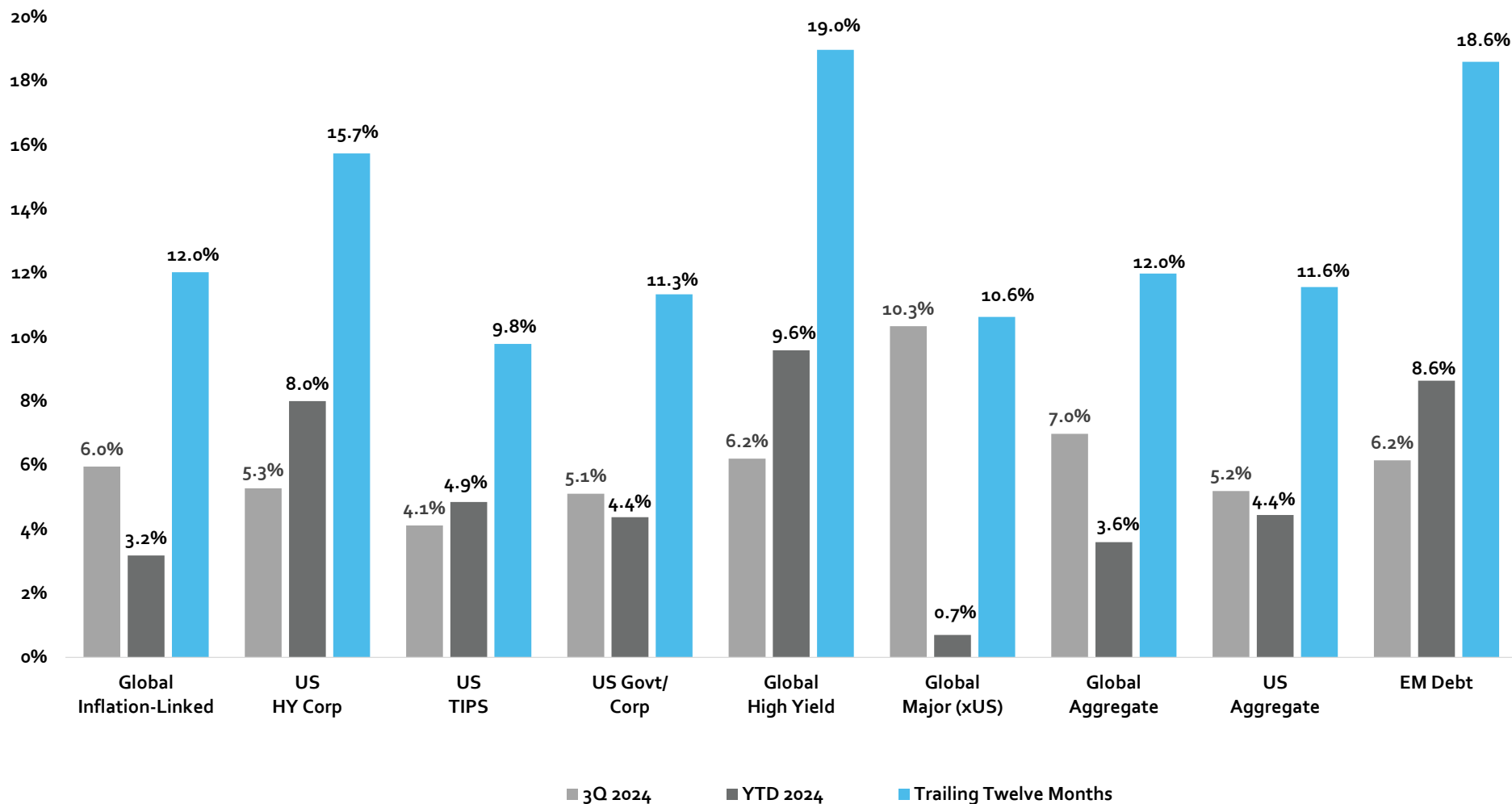


Source: Bloomberg, Morgan Stanley Wealth Management GIO

Past performance is no guarantee of future results. Estimates of future performance are based on assumptions that may not be realized. This material is not a solicitation of any offer to buy or sell any security or other financial instrument or to participate in any trading strategy. Please refer to important information, disclosures and qualifications at the end of this material. This slide sourced from Market Performance section.

Fixed Income Total Returns

As of September 30, 2024



Source: FactSet. Indices used include: Bloomberg US Treasury Inflation Protected Notes (TIPS), Bloomberg Global Inflation-Linked, Bloomberg US Aggregate, Bloomberg Global Aggregate, Bloomberg US High Yield – Corporate, Bloomberg Global High Yield, Bloomberg Global Majors (ex-US), Bloomberg US Government/Corporate, Bloomberg Emerging Market Local Currency Broad, JP Morgan GBI-EM Global Diversified Composite. Past performance is no guarantee of future results. Estimates of future performance are based on assumptions that may not be realized. This material is not a solicitation of any offer to buy or sell any security or other financial instrument or to participate in any trading strategy. Please refer to important information, disclosures and qualifications at the end of this material. This slide sourced from Market Performance section.

September 2024 Performance

September 30, 2024 Performance

	Allocation		Performance(%)										
	Market Value (\$000)	%	1 Month	Current Quarter	Fiscal YTD	YTD	1 Year	3 Years	5 Years	7 Years	10 Years	Since Inception	Inception Date
City of Dearborn PEHC Total Fund	169,196	100.0	1.9	5.8	5.8	13.1	22.9	3.1	6.7	6.0	6.2	6.1	Jan-08
<i>Policy</i>			<i>1.7</i>	<i>5.5</i>	<i>5.5</i>	<i>11.1</i>	<i>19.9</i>	<i>4.2</i>	<i>7.3</i>	<i>6.5</i>	<i>6.4</i>	<i>5.5</i>	
Traditional Equity	108,302	64.0	2.1	6.5	6.5	17.2	30.0	5.2	9.9	-	-	9.6	Jul-19
<i>MSCI ACWI</i>			<i>2.4</i>	<i>6.7</i>	<i>6.7</i>	<i>19.1</i>	<i>32.3</i>	<i>8.6</i>	<i>12.7</i>	<i>-</i>	<i>-</i>	<i>12.1</i>	
<i>Russell 3000</i>			<i>2.1</i>	<i>6.2</i>	<i>6.2</i>	<i>20.6</i>	<i>35.2</i>	<i>10.3</i>	<i>15.3</i>	<i>-</i>	<i>-</i>	<i>14.7</i>	
Domestic Large Cap Equity	35,477	21.0	2.0	5.2	5.2	20.9	35.8	10.0	9.8	-	-	9.7	Jul-19
<i>Russell 1000</i>			<i>2.1</i>	<i>6.1</i>	<i>6.1</i>	<i>21.2</i>	<i>35.7</i>	<i>10.8</i>	<i>15.6</i>	<i>-</i>	<i>-</i>	<i>15.1</i>	
Vanguard Growth	22,091	13.1	2.4	2.8	2.8	24.0	41.8	10.5	-	-	-	22.4	Apr-20
<i>Russell 1000 Gr</i>			<i>2.8</i>	<i>3.2</i>	<i>3.2</i>	<i>24.5</i>	<i>42.2</i>	<i>12.0</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>22.9</i>	
Large Cap Value Equity	13,386	7.9	1.4	9.4	9.4	16.5	27.6	9.0	7.6	-	-	7.6	Jul-19
<i>Russell 1000 Value</i>			<i>1.4</i>	<i>9.4</i>	<i>9.4</i>	<i>16.7</i>	<i>27.8</i>	<i>9.0</i>	<i>10.7</i>	<i>-</i>	<i>-</i>	<i>10.4</i>	
Vanguard Russell 1000 Value Index	13,386	7.9	1.4	9.4	9.4	16.5	27.6	9.0	-	-	-	7.9	Apr-21
<i>Russell 1000 Value</i>			<i>1.4</i>	<i>9.4</i>	<i>9.4</i>	<i>16.7</i>	<i>27.8</i>	<i>9.0</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>8.5</i>	
Domestic Small/Mid Cap Equity	20,474	12.1	1.4	8.4	8.4	11.8	28.2	1.1	9.9	-	-	9.1	Jul-19
<i>S&P Completion Index</i>			<i>1.5</i>	<i>8.1</i>	<i>8.1</i>	<i>11.6</i>	<i>28.2</i>	<i>1.0</i>	<i>10.6</i>	<i>-</i>	<i>-</i>	<i>9.7</i>	
Vanguard Extended Markets Index	13,770	8.1	1.6	8.1	8.1	11.7	28.7	1.2	10.7	-	-	9.4	Apr-19
<i>S&P Completion Index</i>			<i>1.5</i>	<i>8.1</i>	<i>8.1</i>	<i>11.6</i>	<i>28.2</i>	<i>1.0</i>	<i>10.6</i>	<i>-</i>	<i>-</i>	<i>9.2</i>	
iShares Russell 2000 Index	4,226	2.5	0.7	9.2	9.2	11.0	26.6	2.1	-	-	-	1.1	Apr-21
<i>Russell 2000</i>			<i>0.7</i>	<i>9.3</i>	<i>9.3</i>	<i>11.2</i>	<i>26.8</i>	<i>1.8</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>1.0</i>	
Vanguard Russell 2000 Growth Index	2,478	1.5	1.4	8.6	8.6	13.3	27.9	-0.2	-	-	-	-1.9	Apr-21
<i>Russell 2000 Gr</i>			<i>1.3</i>	<i>8.4</i>	<i>8.4</i>	<i>13.2</i>	<i>27.7</i>	<i>-0.4</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-1.4</i>	

Source: Paris Report

September 30, 2024 Performance

	Allocation		Performance(%)										
	Market Value (\$000)	%	1 Month	Current Quarter	Fiscal YTD	YTD	1 Year	3 Years	5 Years	7 Years	10 Years	Since Inception	Inception Date
All Cap Equity	19,973	11.8	1.5	6.2	6.2	18.5	30.4	9.8	14.5	-	-	13.8	Jul-19
<i>Russell 3000</i>			2.1	6.2	6.2	20.6	35.2	10.3	15.3	-	-	14.7	
Deroy & Devereaux All Cap Value	19,973	11.8	1.5	6.2	6.2	18.5	30.4	9.8	13.1	-	-	13.4	Mar-19
<i>Russell 3000 VL</i>			1.3	9.5	9.5	16.2	27.6	8.7	10.6	-	-	10.6	
International Equity	19,968	11.8	1.1	6.1	6.1	15.4	24.9	-0.2	4.1	-	-	3.6	Jul-19
<i>MSCI EAFE</i>			1.0	7.3	7.3	13.5	25.4	6.0	8.7	-	-	8.1	
John Hancock International Growth	19,963	11.8	1.1	6.1	6.1	15.4	24.9	-1.7	-	-	-	-1.7	Oct-21
<i>MSCI AC World ex US Growth Net</i>			2.5	6.9	6.9	14.1	26.7	0.8	-	-	-	-0.5	
Emerging Markets Equity	12,410	7.3	6.6	8.9	8.9	17.3	24.8	-1.3	4.4	-	-	3.4	Jul-19
<i>MSCI EM Net</i>			6.7	8.7	8.7	16.9	26.1	0.4	5.7	-	-	4.6	
Goldman Sachs Emerging Mkts Equity	4,804	2.8	5.8	8.4	8.4	17.2	24.5	-5.3	-	-	-	-5.6	Apr-21
<i>MSCI EM Net</i>			6.7	8.7	8.7	16.9	26.1	0.4	-	-	-	-1.2	
Vanguard Emerging Markets	7,606	4.5	7.1	9.3	9.3	17.3	25.0	1.6	6.4	-	-	4.9	Apr-19
<i>MSCI EM Net</i>			6.7	8.7	8.7	16.9	26.1	0.4	5.7	-	-	4.1	
Fixed Income	46,633	27.6	1.6	5.4	5.4	8.2	15.3	-0.1	2.0	-	-	2.2	Jul-19
<i>Bloomberg US Aggregate</i>			1.3	5.2	5.2	4.4	11.6	-1.4	0.3	-	-	0.7	
Short Duration Fixed Income	8,327	4.9	1.7	5.1	5.1	8.4	15.9	1.4	3.3	-	-	3.3	Jul-19
<i>Bloomberg US Corporate 1-3 Y (A+)</i>			0.9	3.2	3.2	5.0	8.2	2.0	2.2	-	-	2.2	
Lord Abbett Short Duration	8,327	4.9	1.7	5.1	5.1	8.4	15.9	1.4	3.3	-	-	3.7	Dec-18
<i>Bloomberg US Corporate 1-3 Y (A+)</i>			0.9	3.2	3.2	5.0	8.2	2.0	2.2	-	-	2.7	
Core Fixed Income	15,265	9.0	1.4	5.2	5.2	5.8	12.8	-0.7	1.2	-	-	1.6	Jul-19
<i>Bloomberg US Aggregate</i>			1.3	5.2	5.2	4.4	11.6	-1.4	0.3	-	-	0.7	

Source: Paris Report

September 30, 2024 Performance

	Allocation		Performance(%)										
	Market Value (\$000)	%	1 Month	Current Quarter	Fiscal YTD	YTD	1 Year	3 Years	5 Years	7 Years	10 Years	Since Inception	Inception Date
Baird Core Plus Bond	15,265	9.0	1.4	5.2	5.2	5.8	12.8	-0.7	1.2	-	-	2.5	Aug-18
<i>Bloomberg US Aggregate</i>			<i>1.3</i>	<i>5.2</i>	<i>5.2</i>	<i>4.4</i>	<i>11.6</i>	<i>-1.4</i>	<i>0.3</i>	<i>-</i>	<i>-</i>	<i>1.9</i>	
Credit Strategies	23,041	13.6	1.8	5.6	5.6	9.8	16.8	-0.7	2.2	-	-	2.4	Jul-19
<i>Bloomberg US Credit</i>			<i>1.7</i>	<i>5.7</i>	<i>5.7</i>	<i>5.2</i>	<i>13.8</i>	<i>-1.1</i>	<i>1.1</i>	<i>-</i>	<i>-</i>	<i>1.6</i>	
Loomis Sayles Credit Asset Trust	8,157	4.8	1.3	4.6	4.6	6.4	13.4	1.5	4.1	-	-	5.0	Oct-18
<i>Bloomberg US Credit</i>			<i>1.7</i>	<i>5.7</i>	<i>5.7</i>	<i>5.2</i>	<i>13.8</i>	<i>-1.1</i>	<i>1.1</i>	<i>-</i>	<i>-</i>	<i>2.9</i>	
Ashmore Emerging Mkts Credit	8,167	4.8	1.3	5.5	5.5	10.9	18.1	-3.6	-	-	-	-3.4	Apr-21
<i>JPM EMBI Global</i>			<i>1.8</i>	<i>6.1</i>	<i>6.1</i>	<i>8.0</i>	<i>18.0</i>	<i>-0.1</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>0.3</i>	
PIMCO PFLEX	6,717	4.0	3.0	7.0	7.0	14.0	20.6	-	-	-	-	-	Feb-23
<i>ICE BofA US High Yield- H0A0</i>			<i>1.6</i>	<i>5.3</i>	<i>5.3</i>	<i>8.0</i>	<i>15.7</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>11.9</i>	
Alternatives Composite	7,507	4.4	1.6	5.1	5.1	7.6	13.1	2.4	4.4	-	-	4.1	Jul-19
Loomis Sayles Strategic Alpha	7,507	4.4	1.6	5.1	5.1	7.6	13.1	2.4	4.4	-	-	4.1	Oct-18
Real Estate	5,860	3.5	0.0	-1.6	-1.6	-8.6	-11.7	1.1	2.5	-	-	2.9	Jul-19
<i>NCREIF Property Idx</i>			<i>0.0</i>	<i>0.0</i>	<i>0.0</i>	<i>-1.1</i>	<i>-4.1</i>	<i>0.6</i>	<i>3.1</i>	<i>-</i>	<i>-</i>	<i>3.2</i>	
PRISA	5,860	3.5	0.0	-1.6	-1.6	-8.6	-11.7	1.1	2.5	-	-	2.8	Sep-18
<i>NCREIF Property Idx</i>			<i>0.0</i>	<i>0.0</i>	<i>0.0</i>	<i>-1.1</i>	<i>-4.1</i>	<i>0.6</i>	<i>3.1</i>	<i>-</i>	<i>-</i>	<i>3.9</i>	

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Global Investment Manager Analysis (GIMA) Focus List, Approved List and Tactical Opportunities List; Watch Policy. GIMA uses two methods to evaluate investment products in applicable advisory programs: **Focus** (and investment products meeting this standard are described as being on the Focus List) and **Approved** (and investment products meeting this standard are described as being on the Approved List). In general, Focus entails a more thorough evaluation of an investment product than Approved. Sometimes an investment product may be evaluated using the Focus List process but then placed on the Approved List instead of the Focus List. Investment products may move from the Focus List to the Approved List, or vice versa. GIMA may also determine that an investment product no longer meets the criteria under either process and will no longer be recommended in investment advisory programs (in which case the investment product is given a "Not Approved" status). GIMA has a **Watch** policy and may describe a Focus List or Approved List investment product as being on "Watch" if GIMA identifies specific areas that (a) merit further evaluation by GIMA and (b) may, but are not certain to, result in the investment product becoming "Not Approved." The Watch period depends on the length of time needed for GIMA to conduct its evaluation and for the investment manager or fund to address any concerns. Certain investment products on either the Focus List or Approved List may also be recommended for the **Tactical Opportunities List** based in part on tactical opportunities existing at a given time. The investment products on the Tactical Opportunities List change over time. For more information on the Focus List, Approved List, Tactical Opportunities List and Watch processes, please see the applicable Form ADV Disclosure Document for Morgan Stanley Wealth Management. Your Financial Advisor or Private Wealth Advisor can also provide upon request a copy of a publication entitled "Manager Selection Process."

The **Global Investment Committee** is a group of seasoned investment professionals who meet regularly to discuss the global economy and markets. The committee determines the investment outlook that guides our advice to clients. They continually monitor developing economic and market conditions, review tactical outlooks and recommend model portfolio weightings, as well as produce a suite of strategy, analysis, commentary, portfolio positioning suggestions and other reports and broadcasts.

The GIC Asset Allocation Models are not available to be directly implemented as part of an investment advisory service and should not be regarded as a recommendation of any Morgan Stanley investment advisory service. The GIC Asset Allocation Models do not represent actual trading or any type of account or any type of investment strategies and none of the fees or other expenses (e.g. commissions, mark-ups, mark-downs, advisory fees, fund expenses) associated with actual trading or accounts are reflected in the GIC Asset Allocation Models which, when compounded over a period of years, would decrease returns.

Adverse Active AlphaSM 2.0 is a patented screening and scoring process designed to help identify high-quality equity and fixed income managers with characteristics that may lead to future outperformance relative to index and peers. While highly ranked managers performed well as a group in our Adverse Active Alpha model back tests, not all of the managers will outperform. Please note that this data may be derived from back-testing, which has the benefit of hindsight. In addition, highly ranked managers can have differing risk profiles that might not be appropriate for all investors.

Our view is that Adverse Active Alpha is a good starting point and should be used in conjunction with other information. Morgan Stanley Wealth Management's qualitative and quantitative investment

manager due diligence process are equally important factors for investors when considering managers for use through an investment advisory program. Factors including, but not limited to, manager turnover and changes to investment process can partially or fully negate a positive Adverse Active Alpha ranking. Additionally, highly ranked managers can have differing risk profiles that might not be appropriate for all investors.

The proprietary **Value Score** methodology considers an active investment strategies' value proposition relative to its costs. From a historical quantitative study of several quantitative markers, Value Score measures perceived forward-looking benefit and computes (1) "fair value" expense ratios for most traditional investment managers across 40 categories and (2) managers' perceived "excess value" by comparing the fair value expense ratios to actual expense ratios. Managers are then ranked within each category by their excess value to assign a Value Score. Our analysis suggests that greater levels of excess value have historically corresponded to attractive subsequent performance.

For more information on the ranking models, please see Adverse Active AlphaSM 2.0: Scoring Active Managers According to Potential Alpha and Value Score: Scoring Fee Efficiency by Comparing Managers' "Fair Value" and Actual Expense Ratios. The whitepapers are available from your Financial Advisor or Private Wealth Advisor. ADVERSE ACTIVE ALPHA is a registered service mark of Morgan Stanley and/or its affiliates. U.S. Pat. No. 8,756,098 applies to the Adverse Active Alpha system and/or methodology.

Additionally, highly ranked managers can have differing risk profiles that might not be appropriate for all investors. For more information on AAA, please see the Adverse Active Alpha Ranking Model and Selecting Managers with Adverse Active Alpha whitepapers. The whitepaper are available from your Financial Advisor or Private Wealth Advisor. ADVERSE ACTIVE ALPHA is a registered service mark of Morgan Stanley and/or its affiliates. U.S. Pat. No. 8,756,098 applies to the Adverse Active Alpha system and/or methodology.

The Global Investment Manager Analysis (GIMA) Services Only Apply to Certain Investment Advisory Programs GIMA evaluates certain investment products for the purposes of some – but not all – of Morgan Stanley Smith Barney LLC's investment advisory programs (as described in more detail in the applicable Form ADV Disclosure Document for Morgan Stanley Wealth Management). If you do not invest through one of these investment advisory programs, Morgan Stanley Wealth Management is not obligated to provide you notice of any GIMA Status changes even though it may give notice to clients in other programs.

Strategy May Be Available as a Separately Managed Account or Mutual Fund Strategies are sometimes available in Morgan Stanley Wealth Management investment advisory programs both in the form of a separately managed account ("SMA") and a mutual fund. These may have different expenses and investment minimums. Your Financial Advisor or Private Wealth Advisor can provide more information on whether any particular strategy is available in more than one form in a particular investment advisory program. Generally, investment advisory accounts are subject to an annual asset-based fee (the "Fee") which is payable monthly in advance (some account types may be billed differently). In general, the Fee covers Morgan Stanley investment advisory services, custody of securities with Morgan Stanley, trade execution with or through Morgan Stanley or its affiliates, as well as compensation to any Morgan Stanley Financial Advisor.

In addition, each account that is invested in a program that is eligible to purchase certain investment products, such as mutual funds, will also pay a Platform Fee (which is subject to a Platform Fee offset) as described in the applicable ADV brochure. Accounts invested in the Select UMA program may also pay a separate Sub-Manager fee, if applicable.

If your account is invested in mutual funds or exchange traded funds (collectively "funds"), you will pay the fees and expenses of any funds in which your account is invested. Fees and expenses are charged directly to the pool of assets the fund invests in and are reflected in each fund's share price. These fees and expenses are an additional cost to you and would not be included in the Fee amount in your account statements. The advisory program you choose is described in the applicable Morgan Stanley Smith Barney LLC ADV Brochure, available at www.morganstanley.com/ADV.

Morgan Stanley or Executing Sub-Managers, as applicable, in some of Morgan Stanley's Separately Managed Account ("SMA") programs may effect transactions through broker-dealers other than Morgan Stanley or our affiliates. In such instances, you may be assessed additional costs by the other firm in addition to the Morgan Stanley and Sub-Manager fees. Those costs will be included in the net price of the security, not separately reported on trade confirmations or account statements. Certain Sub-Managers have historically directed most, if not all, of their trades to outside firms. Information provided by Sub-Managers concerning trade execution away from Morgan Stanley is summarized at: www.morganstanley.com/wealth/investmentsolutions/pdfs/adv/sotresponse.pdf. For more information on trading and costs, please refer to the ADV Brochure for your program(s), available at www.morganstanley.com/ADV, or contact your Financial Advisor / Private Wealth Advisor.

Conflicts of Interest: GIMA's goal is to provide professional, objective evaluations in support of the Morgan Stanley Wealth Management investment advisory programs. We have policies and procedures to help us meet this goal. However, our business is subject to various conflicts of interest. For example, ideas and suggestions for which investment products should be evaluated by GIMA come from a variety of sources, including our Morgan Stanley Wealth Management Financial Advisors and their direct or indirect managers, and other business persons within Morgan Stanley Wealth Management or its affiliates. Such persons may have an ongoing business relationship with certain investment managers or mutual fund companies whereby they, Morgan Stanley Wealth

Management or its affiliates receive compensation from, or otherwise related to, those investment managers or mutual funds. For example, a Financial Advisor may suggest that GIMA evaluates an investment manager or fund in which a portion of his or her clients' assets are already invested. While such a recommendation is permissible, GIMA is responsible for the opinions expressed by GIMA. Separately, certain strategies managed or sub-advised by us or our affiliates, including but not limited to MSIM and Eaton Vance Management ("EVM") and its investment affiliates, may be included in your account. See the conflicts of interest section in the applicable Form ADV Disclosure Document for Morgan Stanley Wealth Management for a discussion of other types of conflicts that may be relevant to GIMA's evaluation of managers and funds. In addition, Morgan Stanley Wealth Management, MS&Co., managers and their affiliates provide a variety of services (including research, brokerage, asset management, trading, lending and investment banking services) for each other and for various clients, including issuers of securities that may be recommended for purchase or sale by clients or are otherwise held in client accounts, and managers in various advisory programs.

Morgan Stanley Wealth Management, managers, MS & Co., and their affiliates receive compensation and fees in connection with these services. Morgan Stanley Wealth Management believes that the nature and range of clients to which such services are rendered is such that it would be inadvisable to exclude categorically all of these companies from an account.

Morgan Stanley charges each fund family we offer a mutual fund support fee, also called a "revenue-sharing payment," on client account holdings in fund families according to a tiered rate that increases along with the management fee of the fund so that lower management fee funds pay lower rates than those with higher management fees.

Consider Your Own Investment Needs: The model portfolios and strategies discussed in the material are formulated based on general client characteristics including risk tolerance. This material is not intended to be an analysis of whether particular investments or strategies are appropriate for you or a recommendation, or an offer to participate in any investment. Therefore, clients should not use this material as the sole basis for investment decisions. They should consider all relevant information, including their existing portfolio, investment objectives, risk tolerance, liquidity needs and investment time horizon. Such a determination may lead to asset allocation results that are materially different from the asset allocation shown in this profile. Talk to your Financial Advisor about what would be an appropriate asset allocation for you, whether Morgan Stanley Pathway Funds is an appropriate program for you.

No obligation to notify – Morgan Stanley Wealth Management has no obligation to notify you when the model portfolios, strategies, or any other information, in this material changes.

For index, indicator and survey definitions referenced in this report please visit the following: <https://www.morganstanley.com/wealth-investmentsolutions/wmir-definitions>

The Morgan Stanley Pathway Funds, Firm Discretionary UMA Model Portfolios, and other asset allocation or any other model portfolios discussed in this material are available only to investors participating in Morgan Stanley Consulting Group advisory programs. For additional information on the Morgan Stanley Consulting Group advisory programs, see the applicable ADV brochure, available at www.morganstanley.com/ADV or from your Morgan Stanley Financial Advisor or Private Wealth Advisor. To learn more about the Morgan Stanley Pathway Funds, visit the Funds' website at <https://www.morganstanley.com/wealth-investmentsolutions/cgcm>. Consulting Group is a business of Morgan Stanley.

Morgan Stanley Pathway Program Asset Allocation Models There are model portfolios corresponding to five risk-tolerance levels available in the Pathway program. Model 1 is the least aggressive portfolio and consists mostly of bonds. As the model numbers increase, the models have higher allocations to equities and become more aggressive. Pathway is a mutual fund asset allocation program. In constructing the Pathway Program Model Portfolios, Morgan Stanley Wealth Management uses, among other things, model asset allocations produced by Morgan Wealth Management's Global Investment Committee (the "GIC"). The Pathway Program Model Portfolios are specific to the Pathway program (based on program features and parameters, and any other requirements of Morgan Stanley Wealth Management's Consulting Group). The Pathway Program Model Portfolios may therefore differ in some respects from model portfolios available in other Morgan Stanley Wealth Management programs or from asset allocation models published by the Global Investment Committee.

The type of mutual funds and ETFs discussed in this presentation utilizes nontraditional or complex investment strategies and/or derivatives. Examples of these types of funds include those that utilize one or more of the below noted investment strategies or categories or which seek exposure to the following markets: (1) commodities (e.g., agricultural, energy and metals), currency, precious metals; (2) managed futures; (3) leveraged, inverse or inverse leveraged; (4) bear market, hedging, long-short equity, market neutral; (5) real estate; (6) volatility (seeking exposure to the CBOE VIX Index). Investors should keep in mind that while mutual funds and ETFs may, at times, utilize nontraditional investment options and strategies, they should not be equated with unregistered privately offered alternative investments. Because of regulatory limitations, mutual funds and ETFs that seek alternative-like investment exposure must utilize a more limited investment universe. As a result, investment returns and portfolio characteristics of alternative mutual funds and ETFs may vary from traditional hedge funds pursuing similar investment objectives. Moreover, traditional hedge funds have limited liquidity with long "lock-up" periods allowing them to pursue investment strategies without having to factor in the need to meet client redemptions and ETFs trade on an exchange. On the other hand, mutual funds typically must meet daily client redemptions. This differing liquidity profile can have a material impact on the investment returns generated by a mutual fund or ETF pursuing an alternative investing strategy compared with a traditional hedge fund pursuing the same strategy.

Nontraditional investment options and strategies are often employed by a portfolio manager to further a fund's investment objective and to help offset market risks. However, these features may be complex, making it more difficult to understand the fund's essential characteristics and risks, and how it will perform in different market environments and over various periods of time. They may also expose the fund to increased volatility and unanticipated risks particularly when used in complex combinations and/or accompanied by the use of borrowing or "leverage."

Please consider the investment objectives, risks, fees, and charges and expenses of mutual funds, ETFs, closed end funds, unit investment trusts, and variable insurance products carefully before investing. The prospectus contains this and other information about each fund. To obtain a prospectus, contact your Financial Advisor or Private Wealth Advisor or visit the Morgan Stanley website at www.morganstanley.com. Please read it carefully before investing.

Money Market Funds: You could lose money in money market funds. Although money market funds classified as government funds (i.e., money market funds that invest 99.5% of total assets in cash and/or securities backed by the U.S government) and retail funds (i.e., money market funds open to natural person investors only) seek to preserve value at \$1.00 per share, they cannot guarantee they will do so. The price of other money market funds will fluctuate and when you sell shares they may be worth more or less than originally paid. Money market funds may impose a fee upon sale or temporarily suspend sales if liquidity falls below required minimums. During suspensions, shares would not be available for purchases, withdrawals, check writing or ATM debits. A money market fund investment is not insured or guaranteed by the Federal Deposit Insurance Corporation or other government agency. The Fund's sponsor has no legal obligation to provide financial support to the Fund, and you should not expect that the sponsor will provide financial support to the Fund at any time.

Investors should carefully consider the investment objectives, risks, charges and expenses of a money market fund before investing. The prospectus contains this and other information about the money market fund. To obtain a prospectus, contact your Financial Advisor or visit the money market fund company's website. Please read the prospectus carefully before investing.

Exchange Funds are private placement vehicles that enable holders of concentrated single-stock positions to exchange those stocks for a diversified portfolio. Investors may benefit from greater diversification by exchanging a concentrated stock position for fund shares without triggering a taxable event. These funds are available only to qualified investors and may only be offered by Financial Advisors who are qualified to sell alternative investments. Before investing, investors should consider the following:

- Dividends are pooled
- Investors may forfeit their stock voting rights
- Investment may be illiquid for several years
- Investments may be leveraged or contain derivatives
- Significant early redemption fees may apply
- Changes to the U.S. tax code, which could be retroactive (potentially disallowing the favorable tax treatment of exchange funds)
- Investment risk and potential loss of principal

KEY ASSET CLASS CONSIDERATIONS AND OTHER RISKS

Investing in the markets entails the risk of market volatility. The value of all types of investments, including stocks, mutual funds, exchange-traded funds ("ETFs"), closed-end funds, and unit investment trusts, may increase or decrease over varying time periods. To the extent the investments depicted herein represent **international securities**, you should be aware that there may be additional risks associated with international investing, including foreign economic, political, monetary and/or legal factors, changing currency exchange rates, foreign taxes, and differences in financial and accounting standards. These risks may be magnified in **emerging markets and frontier markets**. Some funds also invest in foreign securities, which may involve currency risk. There is no assurance that the fund will achieve its investment objective. **Small- and mid-capitalization companies** may lack the financial resources, product diversification and competitive strengths of larger companies. In addition, the securities of small- and mid-capitalization companies may not trade as readily as, and be subject to higher volatility than, those of larger, more established companies. The value of **fixed income securities** will fluctuate and, upon a sale, may be worth more or less than their original cost or maturity value. Bonds are subject to interest rate risk, call risk, reinvestment risk, liquidity risk, and credit risk of the issuer. **High yield bonds** are subject to additional risks such as increased risk of default and greater volatility because of the lower credit quality of the issues. In the case of **municipal bonds**, income is generally exempt from federal income taxes. Some income may be subject to state and local taxes and to the federal alternative minimum tax. Capital gains, if any, are subject to tax. **Treasury Inflation Protection Securities' (TIPS)** coupon payments and underlying principal are automatically increased to compensate for inflation by tracking the consumer price index (CPI). While the real rate of return is guaranteed, TIPS tend to offer a low return. Because the return of TIPS is linked to inflation, TIPS may significantly underperform versus conventional U.S. Treasuries in times of low inflation. There is no guarantee that investors will receive par if TIPS are sold prior to maturity. **Environmental, Social and Governance ("ESG") investments** in a portfolio may experience performance that is lower or higher than a portfolio not employing such practices. Portfolios with ESG restrictions and strategies as well as ESG investments may not be able to take

advantage of the same opportunities or market trends as portfolios where ESG criteria is not applied. There are inconsistent ESG definitions and criteria within the industry, as well as multiple ESG ratings providers that provide ESG ratings of the same subject companies and/or securities that vary among the providers. Certain issuers of investments may have differing and inconsistent views concerning ESG criteria where the ESG claims made in offering documents or other literature may overstate ESG impact. ESG designations are as of the date of this material, and no assurance is provided that the underlying assets have maintained or will maintain and such designation or any stated ESG compliance. As a result, it is difficult to compare ESG investment products or to evaluate an ESG investment product in comparison to one that does not focus on ESG. Investors should also independently consider whether the ESG investment product meets their own ESG objectives or criteria. There is no assurance that an ESG investing strategy or techniques employed will be successful. Past performance is not a guarantee or a dependable measure of future results. The companies identified and investment examples are for illustrative purposes only and should not be deemed a recommendation to purchase, hold or sell any securities or investment products. They are intended to demonstrate the approaches taken by managers who focus on ESG criteria in their investment strategy. There can be no guarantee that a client's account will be managed as described herein. **Options** and margin trading involve substantial risk and are not appropriate for all investors. Besides the general investment risk of holding securities that may decline in value and the possible loss of principal invested, **closed-end funds** may have additional risks related to declining market prices relative to net asset values (NAVs), active manager underperformance and potential leverage. Closed-end funds, unlike open-end funds, are not continuously offered. There is a one-time public offering and once issued, shares of closed-end funds are sold in the open market through a stock exchange. Shares of closed-end funds frequently trade at a discount from their NAV which may increase investors' risk of loss. The risk of loss due to this discount may be greater for investors expecting to sell their shares in a relatively short period after completion of the public offering. This characteristic is a risk separate and distinct from the risk that a closed-end fund's net asset value may decrease as a result of investment activities. NAV is total assets less total liabilities divided by the number of shares outstanding. At the time an investor purchases or sells shares of a closed-end fund, shares may have a market price that is above or below NAV. Portfolios that invest a large percentage of assets in only one industry **sector** (or in only a few sectors) are more vulnerable to price fluctuation than those that diversify among a broad range of sectors.

Structured Investments are complex and not appropriate for all investors. An investment in Structures Investments involve risks. These risks can include but are not limited to: (1) Fluctuations in the price, level or yield of underlying instruments, interest rates, currency values and credit quality, (2) Substantial or total loss of principal, (3) Limits on participation in appreciation of underlying instrument, (4) Limited liquidity, (5) Issuer credit risk and (6) Conflicts of Interest. There is no assurance that a strategy of using structured product for wealth preservation, yield enhancement, and/or interest rate risk hedging will meet its objectives.

Alternative Investments often are speculative and include a high degree of risk. Investors could lose all or a substantial amount of their investment. Alternative investments are appropriate only for eligible, long-term investors who are willing to forgo liquidity and put capital at risk for an indefinite period of time. They may be highly illiquid and can engage in leverage and other speculative practices that may increase the volatility and risk of loss. Alternative Investments typically have higher fees than traditional investments. Investors should carefully review and consider potential risks before investing. Certain of these risks may include but are not limited to: Loss of all or a substantial portion of the investment due to leveraging, short-selling, or other speculative practices; Lack of liquidity in that there may be no secondary market for a fund; Volatility of returns; Restrictions on transferring interests in a fund; Potential lack of diversification and resulting higher risk due to concentration of trading authority when a single advisor is utilized; Absence of information regarding valuations and pricing; Complex tax structures and delays in tax reporting; Less regulation and higher fees than mutual funds; Risks associated with the operations, personnel, and processes of the manager; and Risks associated with cybersecurity. As a diversified global financial services firm, Morgan Stanley Wealth Management engages in a broad spectrum of activities including financial advisory services, investment management activities, sponsoring and managing private investment funds, engaging in broker-dealer transactions and principal securities, commodities and foreign exchange transactions, research publication, and other activities. In the ordinary course of its business, Morgan Stanley Wealth Management therefore engages in activities where Morgan Stanley Wealth Management's interests may conflict with the interests of its clients, including the private investment funds it manages. Morgan Stanley Wealth Management can give no assurance that conflicts of interest will be resolved in favor of its clients or any such fund. Alternative investments involve complex tax structures, tax inefficient investing, and delays in distributing important tax information. Clients should consult their own tax and legal advisors as Morgan Stanley Wealth Management does not provide tax or legal advice. All expressions of opinion are subject to change without notice and are not intended to be a forecast of future events or results. Further, opinions expressed herein may differ from the opinions expressed by Morgan Stanley Wealth Management and/or other businesses/affiliates of Morgan Stanley Wealth Management. This is not a "research report" as defined by FINRA Rule 2241 or a "debt research report" as defined by FINRA Rule 2242 and was not prepared by the Research Departments of Morgan Stanley Smith Barney LLC or Morgan Stanley & Co. LLC or its affiliates. Certain information contained herein may constitute forward-looking statements. Due to various risks and uncertainties, actual events, results or the performance of a fund may differ materially from those reflected or contemplated in such forward-looking statements. Clients should carefully consider the investment objectives, risks, charges, and expenses of a fund before investing. While the HFRI indices are frequently used, they have limitations (some of which are typical of other widely used indices). These limitations include survivorship bias (the returns of the indices may not be representative of all the hedge funds in the universe because of the tendency of lower performing funds to leave the index); heterogeneity (not all hedge funds are alike or comparable to one another, and the index may not accurately reflect the performance of a described style); and limited data (many hedge funds do not report to indices, and the index may omit funds, the inclusion of which might significantly affect the performance shown). The HFRI indices are based on information self-reported by hedge fund managers that decide on their own, at any time, whether or not they want to provide, or continue to provide, information to HFR Asset Management, L.L.C. Results for funds that go out of business are included in the index until the date that they cease operations. Therefore, these indices may not be complete or accurate representations of the hedge fund universe and may be biased in several ways. Composite index results are shown for

illustrative purposes and do not represent the performance of a specific investment. Individual funds have specific tax risks related to their investment programs that will vary from fund to fund. Clients should consult their own tax and legal advisors as Morgan Stanley Wealth Management does not provide tax or legal advice. Interests in alternative investment products are offered pursuant to the terms of the applicable offering memorandum, are distributed by Morgan Stanley Wealth Management and certain of its affiliates, and (1) are not FDIC-insured, (2) are not deposits or other obligations of Morgan Stanley Wealth Management or any of its affiliates, (3) are not guaranteed by Morgan Stanley Wealth Management and its affiliates, and (4) involve investment risks, including possible loss of principal. Morgan Stanley Wealth Management is a registered broker-dealer, not a bank. This material is not to be reproduced or distributed to any other persons (other than professional advisors of the investors or prospective investors, as applicable, receiving this material) and is intended solely for the use of the persons to whom it has been delivered. This material is not for distribution to the general public. Past performance is no guarantee of future results. Actual results may vary. SIPC insurance does not apply to precious metals, other commodities, or traditional alternative investments. In Consulting Group's advisory programs, alternative investments are limited to US-registered mutual funds, separate account strategies and exchange-traded funds (ETFs) that seek to pursue alternative investment strategies or returns utilizing publicly traded securities. Investment products in this category may employ various investment strategies and techniques for both hedging and more speculative purposes such as short-selling, leverage, derivatives and options, which can increase volatility and the risk of investment loss. Alternative investments are not appropriate for all investors.

Interests in alternative investment products are offered pursuant to the terms of the applicable offering memorandum, are distributed by Morgan Stanley Smith Barney LLC and certain of its affiliates, and (1) are not FDIC-insured, (2) are not deposits or other obligations of Morgan Stanley or any of its affiliates, (3) are not guaranteed by Morgan Stanley and its affiliates, and (4) involve investment risks, including possible loss of principal. Morgan Stanley Smith Barney LLC is a registered broker-dealer, not a bank.

A majority of Alternative Investment managers reviewed and selected by GIMA pay or cause to be paid an ongoing fee for distribution from their management fees to Morgan Stanley Wealth Management in connection with Morgan Stanley Wealth Management clients that purchase an interest in an Alternative Investment and in some instances pay these fees on the investments held by advisory clients. Morgan Stanley Wealth Management rebates such fees that are received and attributable to an Investment held by an advisory client and retains the fees paid in connection with investments held by brokerage clients. Morgan Stanley Wealth Management has a conflict of interest in offering alternative investments because Morgan Stanley Wealth Management or our affiliates, in most instances, earn more money in your account from your investments in alternative investments than from other investment options.

It should be noted that the majority of hedge fund indexes are comprised of hedge fund manager returns. This is in contrast to traditional indexes, which are comprised of individual securities in the various market segments they represent and offer complete transparency as to membership and construction methodology. As such, some believe that hedge fund index returns have certain biases that are not present in traditional indexes. Some of these biases inflate index performance, while others may skew performance negatively. However, many studies indicate that overall hedge fund index performance has been biased to the upside. Some studies suggest performance has been inflated by up to 260 basis points or more annually depending on the types of biases included and the time period studied. Although there are numerous potential biases that could affect hedge fund returns, we identify some of the more common ones throughout this paper.

Self-selection bias results when certain manager returns are not included in the index returns and may result in performance being skewed up or down. Because hedge funds are private placements, hedge fund managers are able to decide which fund returns they want to report and are able to opt out of reporting to the various databases. Certain hedge fund managers may choose only to report returns for funds with strong returns and opt out of reporting returns for weak performers. Other hedge funds that close may decide to stop reporting in order to retain secrecy, which may cause a downward bias in returns.

Survivorship bias results when certain constituents are removed from an index. This often results from the closure of funds due to poor performance, "blow ups," or other such events. As such, this bias typically results in performance being skewed higher. As noted, hedge fund index performance biases can result in positive or negative skew. However, it would appear that the skew is more often positive. While it is difficult to quantify the effects precisely, investors should be aware that idiosyncratic factors may be giving hedge fund index returns an artificial "lift" or upwards bias.

Hedge Funds of Funds and many funds of funds are private investment vehicles restricted to certain qualified private and institutional investors. They are often speculative and include a high degree of risk. Investors can lose all or a substantial amount of their investment. They may be highly illiquid, can engage in leverage and other speculative practices that may increase volatility and the risk of loss, and may be subject to large investment minimums and initial lockups. They involve complex tax structures, tax-inefficient investing and delays in distributing important tax information. Categorically, hedge funds and funds of funds have higher fees and expenses than traditional investments, and such fees and expenses can lower the returns achieved by investors. Funds of funds have an additional layer of fees over and above hedge fund fees that will offset returns. An investment in an **exchange-traded fund** involves risks similar to those of investing in a broadly based portfolio of equity securities traded on an exchange in the relevant securities market, such as market fluctuations caused by such factors as economic and political developments, changes in interest rates and perceived trends in stock and bond prices. An investment in a **target date portfolio** is subject to the risks attendant to the underlying funds in which it invests, in these portfolios the funds are the Consulting Group Capital Market funds. A target date portfolio is geared to investors who will retire and/or require income at an approximate year. The portfolio is managed to meet the investor's goals by the

pre-established year or "target date." A target date portfolio will transition its invested assets from a more aggressive portfolio to a more conservative portfolio as the target date draws closer. An investment in the target date portfolio is not guaranteed at any time, including, before or after the target date is reached. **Managed futures** investments are speculative, involve a high degree of risk, use significant leverage, are generally illiquid, have substantial charges, subject investors to conflicts of interest, and are appropriate only for the risk capital portion of an investor's portfolio. Managed futures investments do not replace equities or bonds but rather may act as a complement in a well diversified portfolio. Managed Futures are complex and not appropriate for all investors.

As a diversified global financial services firm, Morgan Stanley engages in a broad spectrum of activities including financial advisory services, investment management activities, sponsoring and managing private investment funds, engaging in broker-dealer transactions and principal securities, commodities and foreign exchange transactions, research publication, and other activities. In the ordinary course of its business, Morgan Stanley therefore engages in activities where Morgan Stanley interests may conflict with the interests of its clients, including the private investment funds it manages. Morgan Stanley can give no assurance that conflicts of interest will be resolved in favor of its clients or any such fund. All expressions of opinion are subject to change without notice and are not intended to be a forecast of future events or results. **Private Markets:** As part of the Morgan Stanley Private Markets – Access program, Morgan Stanley will be limited solely to a role as an introducer and will not be serving as a placement agent or adviser. Eligible investors must enroll in the program in order to see any investment opportunities. Investments require independent evaluation, due diligence, review & analysis. Neither Morgan Stanley nor any of its affiliates is making any recommendation to purchase or take any action of any sort and is not providing any advice on investments. Investors are asked to work directly with the issuer/sponsor and with your own independent (non-Morgan Stanley) financial, legal, accounting, tax, and other professional advisors to evaluate the investment opportunity.

Investors are responsible for complying with the terms of any applicable exemption from securities law requirements and any potential Private Company issuer restrictions for any sale of Private Company shares, and you must obtain your own legal counsel to advise you in connection with such requirements and Private Company issuer restrictions. You should consult with your third-party advisors regarding the risks of transacting in Private Company shares, including the risk of transacting in a market with little or no price transparency or liquidity. Morgan Stanley provides no opinion or view on the valuation of any Private Company shares, or the sufficiency, fairness or competitiveness of any price obtained. Private Securities do not trade on any national securities exchange and, as such, any potential liquidity (i.e., the potential for any buying interest that might satisfy your sell interest) in such Private Company shares is very limited.

Virtual Currency Products (Cryptocurrencies)

Buying, selling, and transacting in Bitcoin, Ethereum or other digital assets ("Digital Assets"), and related funds and products, is highly speculative and may result in a loss of the entire investment. Risks and considerations include but are not limited to:

- Digital Assets have only been in existence for a short period of time and historical trading prices for Digital Assets have been highly volatile. The price of Digital Assets could decline rapidly, and **investors could lose their entire investment.**
- Certain Digital Asset funds and products, allow investors to invest on a more frequent basis than investors may withdraw from the fund or product, and interests in such funds or products are generally not freely transferrable. This means that, particularly given the volatility of Digital Assets, an investor will have to bear any losses with respect to its investment for an extended period of time and will not be able to react to changes in the price of the Digital Asset once invested (for example, by seeking to withdraw) as quickly as when making the decision to invest. Such Digital Asset funds and products, are intended only for persons who are able to bear the economic risk of investment and who do not need liquidity with respect to their investments.
- Given the volatility in the price of Digital Assets, the net asset value of a fund or product that invests in such assets at the time an investor's subscription for interests in the fund or product is accepted may be significantly below or above the net asset value of the product or fund at the time the investor submitted subscription materials.
- Certain Digital Assets are not intended to function as currencies but are intended to have other use cases. These other Digital Assets may be subject to some or all of the risks and considerations set forth herein, as well as additional risks applicable to such Digital Assets. Buyers, sellers and users of such Digital Assets should thoroughly familiarize themselves with such risks and considerations before transacting in such Digital Assets.
- The value of Digital Assets may be negatively impacted by future legal and regulatory developments, including but not limited to increased regulation of such Digital Assets. Any such developments may make such Digital Assets less valuable, impose additional burdens and expenses on a fund or product investing in such assets or impact the ability of such a fund or product to continue to operate, which may materially decrease the value of an investment therein.

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- Due to the new and evolving nature of digital currencies and the absence of comprehensive guidance, many significant aspects of the tax treatment of Digital Assets are uncertain. Prospective investors should consult their own tax advisors concerning the tax consequences to them of the purchase, ownership and disposition of Digital Assets, directly or indirectly through a fund or product, under U.S. federal income tax law, as well as the tax law of any relevant state, local or other jurisdiction.
 - Over the past several years, certain Digital Asset exchanges have experienced failures or interruptions in service due to fraud, security breaches, operational problems or business failure. Such events in the future could impact any fund's or product's ability to transact in Digital Assets if the fund or product relies on an impacted exchange and may also materially decrease the price of Digital Assets, thereby impacting the value of your investment, regardless of whether the fund or product relies on such an impacted exchange.
 - Although any Digital Asset product and its service providers have in place significant safeguards against loss, theft, destruction and inaccessibility, there is nonetheless a risk that some or all of a product's Digital Asset could be permanently lost, stolen, destroyed or inaccessible by virtue of, among other things, the loss or theft of the "private keys" necessary to access a product's Digital Asset.
 - Investors in funds or products investing or transacting in Digital Assets may not benefit to the same extent (or at all) from "airdrops" with respect to, or "forks" in, a Digital Asset's blockchain, compared to investors who hold Digital Assets directly instead of through a fund or product. Additionally, a "fork" in the Digital Asset blockchain could materially decrease the price of such Digital Asset.
 - Digital Assets are not legal tender, and are not backed by any government, corporation or other identified body, other than with respect to certain digital currencies that certain governments are or may be developing now or in the future. No law requires companies or individuals to accept digital currency as a form of payment (except, potentially, with respect to digital currencies developed by certain governments where such acceptance may be mandated). Instead, other than as described in the preceding sentences, Digital Asset products' use is limited to businesses and individuals that are willing to accept them. If no one were to accept digital currencies, virtual currency products would very likely become worthless.
 - Platforms that buy and sell Digital Assets can be hacked, and some have failed. In addition, like the platforms themselves, digital wallets can be hacked, and are subject to theft and fraud. As a result, like other investors have, you can lose some or all of your holdings of Digital Assets.
 - Unlike US banks and credit unions that provide certain guarantees of safety to depositors, there are no such safeguards provided to Digital Assets held in digital wallets by their providers or by regulators.
 - Due to the anonymity Digital Assets offer, they have known use in illegal activity, including drug dealing, money laundering, human tracking, sanction evasion and other forms of illegal commerce. Abuses could impact legitimate consumers and speculators; for instance, law enforcement agencies could shut down or restrict the use of platforms and exchanges, limiting or shutting off entirely the ability to use or trade Digital Asset products.
 - Digital Assets may not have an established track record of credibility and trust. Further, any performance data relating to Digital Asset products may not be verifiable as pricing models are not uniform.

Investors should be aware of the potentially increased risks of transacting in Digital Assets relating to the risks and considerations, including fraud, theft, and lack of legitimacy, and other aspects and qualities of Digital Assets, before transacting in such assets.

Asset allocation and diversification do not assure a profit or protect against loss in declining financial markets. Past performance is no guarantee of future results. Actual results may vary.

Rebalancing does not protect against a loss in declining financial markets. There may be a potential tax implication with a rebalancing strategy. Investors should consult with their tax advisor before implementing such a strategy.

Indices are unmanaged and investors cannot directly invest in them. They are not subject to expenses or fees and are often comprised of securities and other investment instruments the liquidity of which is not restricted. A particular investment product may consist of securities significantly different than those in any index referred to herein. Composite index results are shown for illustrative purposes only, generally do not represent the performance of a specific investment, may not, for a variety of reasons, be an appropriate comparison or benchmark for a particular investment and may not necessarily reflect the actual investment strategy or objective of a particular investment. Consequently, comparing an investment to a particular index may be of limited use.

Artificial intelligence (AI) is subject to limitations, and you should be aware that any output from an AI-supported tool or service made available by the Firm for your use is subject to such limitations, including but not limited to inaccuracy, incompleteness, or embedded bias. You should always verify the results of any AI-generated output.

To obtain **Tax-Management Services**, a client must complete the Tax-Management Form, and deliver the signed form to Morgan Stanley. For more information on Tax-Management Services, including its features and limitations, please ask your Financial Advisor for the Tax Management Form. Review the form carefully with your tax advisor. Tax-Management Services: (a) apply only to equity investments in separate account sleeves of client accounts; (b) are not available for all accounts or clients; and (c) may adversely impact account performance. Tax-management services do not constitute tax advice or a complete tax-sensitive investment management program. There is no guarantee that tax-management services will produce the desired tax results.

When Morgan Stanley Smith Barney LLC, its affiliates and Morgan Stanley Financial Advisors and Private Wealth Advisors (collectively, "Morgan Stanley") provide "investment advice" regarding a retirement or welfare benefit plan account, an individual retirement account or a Coverdell education savings account ("Retirement Account"), Morgan Stanley is a "fiduciary" as those terms are defined under the Employee Retirement Income Security Act of 1974, as amended ("ERISA"), and/or the Internal Revenue Code of 1986 (the "Code"), as applicable. When Morgan Stanley provides investment education, takes orders on an unsolicited basis or otherwise does not provide "investment advice", Morgan Stanley will not be considered a "fiduciary" under ERISA and/or the Code. For more information regarding Morgan Stanley's role with respect to a Retirement Account, please visit www.morganstanley.com/disclosures/dol. Tax laws are complex and subject to change. Morgan Stanley does not provide tax or legal advice. Individuals are encouraged to consult their tax and legal advisors (a) before establishing a Retirement Account, and (b) regarding any potential tax, ERISA and related consequences of any investments or other transactions made with respect to a Retirement Account. Individuals should consult their tax advisor for matters involving taxation and tax planning and their attorney for matters involving trust and estate planning, charitable giving, philanthropic planning and other legal matters.

Lifestyle Advisory Services: Products and services are provided by third party service providers, not Morgan Stanley Smith Barney LLC ("Morgan Stanley"). Morgan Stanley may not receive a referral fee or have any input concerning such products or services. There may be additional service providers for comparative purposes. Please perform a thorough due diligence and make your own independent decision.

This material is not a financial plan and does not create an investment advisory relationship between you and your Morgan Stanley Financial Advisor. We are not your fiduciary either under the Employee Retirement Income Security Act of 1974 (ERISA) or the Internal Revenue Code of 1986, and any information in this report is not intended to be considered investment advice or a recommendation for either ERISA or Internal Revenue Code purposes and that (unless otherwise provided in a written agreement and/or as described at www.morganstanley.com/disclosures/dol) you remain solely responsible for your assets and all investment decisions with respect to your assets. Nevertheless, if Morgan Stanley or your Financial Advisor provides "investment advice," as that term is defined under Section 3(21) of ERISA, to you with respect to certain retirement, welfare benefit, or education savings account assets for a fee or other compensation, Morgan Stanley and/or your Financial Advisor will be providing such advice in its capacity as a fiduciary under ERISA and/or the Code. Morgan Stanley will only prepare a financial plan at your specific request using Morgan Stanley approved financial planning software.

The Morgan Stanley Goals-Planning System (GPS) includes a brokerage investment analysis tool. While securities held in a client's investment advisory account may be included in the analysis, the reports generated from the GPS Platform are not financial plans nor constitute a financial planning service. A financial plan generally seeks to address a wide spectrum of a client's long-term financial needs, and can include recommendations about insurance, savings, tax and estate planning, and investments, taking into consideration the client's goals and situation, including anticipated retirement or other employee benefits. Morgan Stanley Smith Barney LLC ("Morgan Stanley") will only prepare a financial plan at a client's specific request using Morgan Stanley approved financial planning software. Investing in financial instruments carries with it the possibility of losses and that a focus on above-market returns exposes the portfolio to above-average risk. Performance aspirations are not guaranteed and are subject to market conditions. High volatility investments may be subject to sudden and large falls in value, and there could be a large loss on realization which could be equal to the amount invested. **IMPORTANT:** The projections or other information provided by the Morgan Stanley Goals Planning System regarding the likelihood of various investment outcomes (including any assumed rates of return and income) are hypothetical in nature, do not reflect actual investment results, and are not guarantees of future results. Morgan Stanley does not represent or guarantee that the projected returns or income will or can be attained.

A LifeView Financial Goal Analysis ("Financial Goal Analysis") or LifeView Financial Plan ("Financial Plan") is based on the methodology, estimates, and assumptions, as described in your report, as well as personal data provided by you. It should be considered a working document that can assist you with your objectives. Morgan Stanley makes no guarantees as to future results or that an individual's investment objectives will be achieved. The responsibility for implementing, monitoring and adjusting your Financial Goal Analysis or Financial Plan rests with you. After your Financial Advisor delivers your report to you, if you so desire, your Financial Advisor can help you implement any part that you choose; however, you are not obligated to work with your Financial Advisor or Morgan Stanley.

Important information about your relationship with your Financial Advisor and Morgan Stanley Smith Barney LLC when using LifeView Goal Analysis or LifeView Advisor. When your Financial Advisor prepares and delivers a Financial Goal Analysis (i.e., when using LifeView Goal Analysis), they will be acting in a brokerage capacity. When your Financial Advisor prepares a Financial Plan (i.e., when using LifeView Advisor), they will be acting in an investment advisory capacity with respect to the delivery of your Financial Plan. This Investment Advisory relationship will begin with the delivery of the Financial Plan and ends thirty days later, during which time your Financial Advisor can review the Financial Plan with you. To understand the differences between brokerage and advisory relationships, you should consult your Financial Advisor, or review our “Understanding Your Brokerage and Investment Advisory Relationships,” brochure available at <https://www.morganstanley.com/wealth-relationshipwithms/pdfs/understandingyourrelationship.pdf>

We may act in the capacity of a broker or that of an advisor. As your broker, we are not your fiduciary and our interests may not always be identical to yours. Please consult with your Financial Advisor or Private Wealth Advisor to discuss our obligations to disclose to you any conflicts we may from time to time have and our duty to act in your best interest. We may be paid both by you and by others who compensate us based on what you buy. Our compensation, including that of your Financial Advisor or Private Wealth Advisor, may vary by product and over time.

Investment and services offered through Morgan Stanley Smith Barney LLC, Member SIPC.

GLOBAL INVESTMENT COMMITTEE (GIC) ASSET ALLOCATION MODELS: The Asset Allocation Models are created by Morgan Stanley Wealth Management’s GIC.

HYPOTHETICAL MODEL PERFORMANCE (GROSS): Hypothetical model performance results do not reflect the investment or performance of an actual portfolio following a GIC Strategy, but simply reflect actual historical performance of selected indices on a real-time basis over the specified period of time representing the GIC’s strategic and tactical allocations as of the date of this report. The past performance shown here is simulated performance based on benchmark indices, not investment results from an actual portfolio or actual trading. There can be large differences between hypothetical and actual performance results achieved by a particular asset allocation or trading strategy. Hypothetical performance results do not represent actual trading and are generally designed with the benefit of hindsight. Actual performance results of accounts vary due to, for example, market factors (such as liquidity) and client-specific factors (such as investment vehicle selection, timing of contributions and withdrawals, restrictions and rebalancing schedules). Clients would not necessarily have obtained the performance results shown here if they had invested in accordance with any GIC Asset Allocation Model for the periods indicated. Despite the limitations of hypothetical performance, these hypothetical performance results allow clients and Financial Advisors to obtain a sense of the risk/return trade-off of different asset allocation constructs. The hypothetical performance results in this report are calculated using the returns of benchmark indices for the asset classes, and not the returns of securities, fund or other investment products. Models may contain allocations to Hedge Funds, Private Equity and Private Real Estate. The benchmark indices for these asset classes are not issued on a daily basis. When calculating model performance on a day for which no benchmark index data is issued, we have assumed straight line growth between the index levels issued before and after that date.

FEES REDUCE THE PERFORMANCE OF ACTUAL ACCOUNTS: None of the fees or other expenses (e.g. commissions, mark-ups, mark-downs, fees) associated with actual trading or accounts are reflected in the GIC Asset Allocation Models. The GIC Asset Allocation Models and any model performance included in this presentation are intended as educational materials. Were a client to use these models in connection with investing, any investment decisions made would be subject to transaction and other costs which, when compounded over a period of years, would decrease returns. Information regarding Morgan Stanley’s standard advisory fees is available in the Form ADV Part 2, which is available at www.morganstanley.com/adv. The following hypothetical illustrates the compound effect fees have on investment returns: For example, if a portfolio’s annual rate of return is 15% for 5 years and the account pays 50 basis points in fees per annum, the gross cumulative five-year return would be 101.1% and the five-year return net of fees would be 96.8%. Fees and/or expenses would apply to clients who invest in investments in an account based on these asset allocations, and would reduce clients’ returns. The impact of fees and/or expenses can be material.

Variable annuities are long-term investments designed for retirement purposes and may be subject to market fluctuations, investment risk, and possible loss of principal. All guarantees, including optional benefits, are based on the financial strength and claims-paying ability of the issuing insurance company and do not apply to the underlying investment options. Optional riders may not be able to be purchased in combination and are available at an additional cost. Some optional riders must be elected at time of purchase. Optional riders may be subject to specific limitations, restrictions, holding periods, costs, and expenses as specified by the insurance company in the annuity contract. If you are investing in a **variable annuity** through a tax-advantaged retirement plan such as an IRA, you will get no additional tax advantage from the variable annuity. Under these circumstances, you should only consider buying a variable annuity because of its other features, such as lifetime income payments and death benefits protection. Taxable distributions (and certain deemed distributions) are subject to ordinary income tax and, if taken prior to age 59½, may be subject to a 10% federal income tax penalty. Early withdrawals will reduce the death benefit and cash surrender value.

Equity securities may fluctuate in response to news on companies, industries, market conditions and general economic environment.

Ultrashort-term fixed income asset class is comprised of fixed income securities with high quality, very short maturities. They are therefore subject to the risks associated with debt securities such as credit and interest rate risk.

Master Limited Partnerships (MLPs) are limited partnerships or limited liability companies that are taxed as partnerships and whose interests (limited partnership units or limited liability company units) are traded on securities exchanges like shares of common stock. Currently, most MLPs operate in the energy, natural resources or real estate sectors. Investments in MLP interests are subject to the risks generally applicable to companies in the energy and natural resources sectors, including commodity pricing risk, supply and demand risk, depletion risk and exploration risk. Individual MLPs are publicly traded partnerships that have unique risks related to their structure. These include, but are not limited to, their reliance on the capital markets to fund growth, adverse ruling on the current tax treatment of distributions (typically mostly tax deferred), and commodity volume risk. The potential tax benefits from investing in MLPs depend on their being treated as partnerships for federal income tax purposes and, if the MLP is deemed to be a corporation, then its income would be subject to federal taxation at the entity level, reducing the amount of cash available for distribution to the fund which could result in a reduction of the fund's value. MLPs carry interest rate risk and may underperform in a rising interest rate environment. MLP funds accrue deferred income taxes for future tax liabilities associated with the portion of MLP distributions considered to be a tax-deferred return of capital and for any net operating gains as well as capital appreciation of its investments; this deferred tax liability is reflected in the daily NAV, and, as a result, the MLP fund's after-tax performance could differ significantly from the underlying assets even if the pre-tax performance is closely tracked.

Investing in commodities entails significant risks. Commodity prices may be affected by a variety of factors at any time, including but not limited to, (i) changes in supply and demand relationships, (ii) governmental programs and policies, (iii) national and international political and economic events, war and terrorist events, (iv) changes in interest and exchange rates, (v) trading activities in commodities and related contracts, (vi) pestilence, technological change and weather, and (vii) the price volatility of a commodity. In addition, the commodities markets are subject to temporary distortions or other disruptions due to various factors, including lack of liquidity, participation of speculators and government intervention. **Physical precious metals** are non-regulated products. Precious metals are speculative investments, which may experience short-term and long term price volatility. The value of precious metals investments may fluctuate and may appreciate or decline, depending on market conditions. Unlike bonds and stocks, precious metals do not make interest or dividend payments. Therefore, precious metals may not be appropriate for investors who require current income. Precious metals are commodities that should be safely stored, which may impose additional costs on the investor.

REITs investing risks are similar to those associated with direct investments in real estate: property value fluctuations, lack of liquidity, limited diversification and sensitivity to economic factors such as interest rate changes and market recessions. Risks of **private real estate** include: illiquidity; a long-term investment horizon with a limited or nonexistent secondary market; lack of transparency; volatility (risk of loss); and leverage. Principal is returned on a monthly basis over the life of a **mortgage-backed security**. Principal prepayment can significantly affect the monthly income stream and the maturity of any type of MBS, including standard MBS, CMOs and Lottery Bonds. **Asset-backed securities** generally decrease in value as a result of interest rate increases, but may benefit less than other fixed-income securities from declining interest rates, principally because of prepayments.

Yields are subject to change with economic conditions. Yield is only one factor that should be considered when making an investment decision.

Credit ratings are subject to change.

Duration, the most commonly used measure of bond risk, quantifies the effect of changes in interest rates on the price of a bond or bond portfolio. The longer the duration, the more sensitive the bond or portfolio would be to changes in interest rates. The majority of \$25 and \$1000 par **preferred securities** are "callable" meaning that the issuer may retire the securities at specific prices and dates prior to maturity. Interest/dividend payments on certain preferred issues may be deferred by the issuer for periods of up to 5 to 10 years, depending on the particular issue. The investor would still have income tax liability even though payments would not have been received. Price quoted is per \$25 or \$1,000 share, unless otherwise specified. Current yield is calculated by multiplying the coupon by par value divided by the market price. The initial interest rate on a **floating-rate security** may be lower than that of a fixed-rate security of the same maturity because investors expect to receive additional income due to future increases in the floating security's underlying reference rate. The reference rate could be an index or an interest rate. However, there can be no assurance that the reference rate will increase. Some floating-rate securities may be subject to call risk. The market value of **convertible bonds** and the underlying common stock(s) will fluctuate and after purchase may be worth more or less than original cost. If sold prior to maturity, investors may receive more or less than their original purchase price or maturity value, depending on market conditions. Callable bonds may be redeemed by the issuer prior to maturity. Additional call features may exist that could affect yield. Some \$25 or \$1000 par **preferred securities** are QDI (Qualified Dividend Income) eligible. Information on QDI eligibility is obtained from third party sources. The dividend income on QDI eligible preferreds qualifies for a reduced tax rate. Many traditional 'dividend paying' perpetual preferred securities (traditional preferreds with no maturity date) are QDI eligible. In order to qualify for the preferential tax treatment all qualifying preferred securities must be held by investors for a minimum period – 91 days during a 180 day window period, beginning 90 days before the ex-dividend date.

Companies paying **dividends** can reduce or cut payouts at any time.

Nondiversification: For a portfolio that holds a concentrated or limited number of securities, a decline in the value of these investments would cause the portfolio's overall value to decline to a greater degree than a less concentrated portfolio. The **indices selected by Morgan Stanley Wealth Management** to measure performance are representative of broad asset classes. Morgan Stanley Wealth Management retains the right to change representative indices at any time. Because of their narrow focus, **sector investments** tend to be more volatile than investments that diversify across many sectors and companies.

Growth investing does not guarantee a profit or eliminate risk. The stocks of these companies can have relatively high valuations. Because of these high valuations, an investment in a growth stock can be more risky than an investment in a company with more modest growth expectations.

Value investing does not guarantee a profit or eliminate risk. Not all companies whose stocks are considered to be value stocks are able to turn their business around or successfully employ corrective strategies which would result in stock prices that do not rise as initially expected.

Any type of **continuous or periodic investment plan** does not assure a profit and does not protect against loss in declining markets. Since such a plan involves continuous investment in securities regardless of fluctuating price levels of such securities, the investor should consider his financial ability to continue his purchases through periods of low price levels.

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Performance Appendix

Performance Data below is net of fees. Please see the Morgan Stanley Smith Barney LLC Form ADV Part 2 Brochure for advisory accounts and/or any applicable brokerage account trade confirmation statements for a full disclosure of the applicable charges, fees and expenses. Your Financial Advisor will provide those documents to you upon request.

Account Name	QTD	YTD	1 Year	3 Years	5 Years	10 Years	Since Inception	Inception Date
Ashmore Emerging Mkts Credit	5.54	10.87	18.12	-3.63	--	--	-3.35	04/16/2021
Baird Core Plus Bond	5.22	5.81	12.85	-0.67	1.22	--	2.53	08/01/2018
Deroy & Devereaux All Cap Value	6.10	18.24	30.03	9.47	12.74	--	12.90	03/29/2019
Goldman Sachs Emerging Mkts Equity	8.37	17.17	24.54	-5.31	--	--	-5.51	04/16/2021
John Hancock International Growth	6.07	15.45	24.94	-1.67	--	--	-1.67	10/29/2021
Loomis Sayles Credit Asset Trust	4.51	6.27	13.17	1.13	3.62	--	4.54	10/01/2018
Loomis Sayles Strategic Alpha	4.96	7.33	12.85	1.96	3.91	--	3.67	10/01/2018
Lord Abbett Short Duration	5.06	8.45	15.86	1.42	3.27	--	3.75	12/01/2018
PIMCO PFLEX	6.96	13.97	20.62	--	--	--	--	02/24/2023
PRISA	-1.73	-8.87	-11.94	0.81	2.11	--	2.46	09/01/2018
Vanguard Emerging Markets	9.29	17.33	24.99	1.63	6.38	--	4.82	04/30/2019
Vanguard Extended Markets Index	8.09	11.74	28.66	1.24	10.68	--	9.22	04/30/2019
Vanguard Growth	2.78	23.97	41.80	10.45	--	--	22.35	04/08/2020
Vanguard Russell 1000 Value Index	9.39	16.53	27.64	8.95	--	--	7.78	04/16/2021
Vanguard Russell 2000 GrowthIndex	8.59	13.34	27.91	-0.24	--	--	-1.93	04/16/2021
iShares Russell 2000 Index	9.24	11.01	26.58	2.07	--	--	1.07	04/16/2021

All performance above are Time Weighted(TWR) performance

Information Disclosures

Performance results are annualized for time periods greater than one year and include all cash and cash equivalents, realized and unrealized capital gains and losses, and dividends, interest and income. The investment results depicted herein represent historical performance. As a result of recent market activity, current performance may vary from the figures shown. Past performance is not a guarantee of future results.

Please see the Morgan Stanley Smith Barney LLC Form ADV Part 2 Brochure for advisory accounts and/or any applicable brokerage account trade confirmation statements for a full disclosure of the applicable charges, fees and expenses. Your Financial Advisor will provide those documents to you upon request.

Benchmark indices and blends included in this material are for informational purposes only, are provided solely as a comparison tool and may not reflect the underlying composition and/or investment objective(s) associated with the account(s). Indices are unmanaged and not available for direct investment. Index returns do not take into account fees or other charges. Such fees and charges would reduce performance.

The performance data shown reflects past performance, which does not guarantee future results. Investment return and principal will fluctuate so that an investor's shares when redeemed may be worth more or less than original cost. Please note, current performance may be higher or lower than the performance data shown. For up to date month-end performance information, please contact your Financial Advisor or visit the funds' company website.

Investors should carefully consider the fund's investment objectives, risks, charges and expenses before investing. The prospectus and, if available the summary prospectus, contains this and other information that should be read carefully before investing. Investors should review the information in the prospectus carefully. To obtain a prospectus, please contact your Financial Advisor or visit the funds' company website.

The information and data contained therein are from sources considered reliable, but their accuracy and completeness is not guaranteed; that the report has been prepared for illustrative purposes only and is not intended to be used as a substitute for account statements provided on a regular basis from Morgan Stanley Smith Barney LLC; that data in this report should be compared carefully with account statements to verify its accuracy; and that the Firm strongly encourages clients to consult with their own accountants or other advisors with respect to any tax questions. This report is being provided as a courtesy. By providing this report, we do not represent or agree that we will monitor the investments in your account(s) or deliver future reports.

If Morgan Stanley Smith Barney LLC, its affiliates and Morgan Stanley Financial Advisors and Private Wealth Advisors (collectively, "Morgan Stanley") provide "investment advice" as defined under the Employee Retirement Income Security Act of 1974, as amended ("ERISA"), and/or the Internal Revenue Code of 1986 (the "Code"), as applicable, regarding a retirement or welfare benefit plan account, an individual retirement account or a Coverdell education savings account (collectively, "Retirement Account"), Morgan Stanley is a "fiduciary" under ERISA and/or the Code. When Morgan Stanley provides investment education (including historical performance and asset allocation models), takes orders on an unsolicited basis or otherwise does not provide "investment advice", Morgan Stanley will not be considered a "fiduciary" under ERISA and/or the Code. For more information regarding Morgan Stanley's role with respect to a Retirement Account, please visit www.morganstanley.com/disclosures/dol. Tax laws are complex and subject to change. Morgan Stanley does not provide tax or legal advice. Individuals are encouraged to consult their tax and legal advisors (a) before establishing a Retirement Account, and (b) regarding any potential tax, ERISA and related consequences of any investments or other transactions made with respect to a Retirement Account.

Composites are the aggregate of multiple portfolios within an asset pool.

Investing involves market risk, including possible loss of principal. **Growth investing** does not guarantee a profit or eliminate risk. The stocks of these companies can have relatively high valuations. Because of these high valuations, an investment in a growth stock can be more risky than an investment in a company with more modest growth expectations. **Value investing** involves the risk that the market may not recognize that securities are undervalued, and they may not appreciate as anticipated. **Small and mid-capitalization companies** may lack the financial resources, product diversification and competitive strengths of larger companies. The securities of small capitalization companies may not trade as readily as, and be subject to higher volatility than those of larger, more established companies. **Bond funds** and bond holdings have the same interest rate, inflation and credit risks that are associated with the underlying bonds owned by the funds. The return of principal in bond funds, and in funds with significant bond holdings, is not guaranteed. **International securities'** prices may carry additional risks, including foreign economic, political, monetary and/or legal factors, changing currency exchange rates, foreign taxes and differences in financial and accounting standards. International investing may not be for everyone. These risks may be magnified in emerging markets. **Alternative investments**, including private equity funds, real estate funds, hedge funds, managed futures funds, and funds of hedge funds, private equity, and managed futures funds, are speculative and entail significant risks that can include losses due to leveraging or other speculative investment practices, lack of liquidity, volatility of returns, restrictions on transferring interests in a fund, potential lack of diversification, absence and/or delay of information regarding valuations and pricing, complex tax structures and delays in tax reporting, less regulation and higher fees than mutual funds and risks associated with the operations, personnel and processes of the advisor. **Master Limited Partnerships (MLPs)** are limited partnerships or limited liability companies that are taxed as partnerships and whose interests (limited partnership units or limited liability company units) are traded on securities exchanges like shares of common stock. Currently, most MLPs operate in the energy, natural resources or real estate sectors. Investments in MLP interests are subject to the risks generally applicable to companies in the energy and natural resources sectors, including commodity pricing risk, supply and demand risk, depletion risk and exploration risk; and MLP interests in the real estate sector are subject to special risks, including interest rate and property value fluctuations, as well as risks related to general and economic conditions. Because of their narrow focus, MLPs maintain exposure to price volatility of commodities and/or underlying assets and tend to be more volatile than investments that diversify across many sectors and companies. MLPs are also subject to additional risks including investors having limited control and rights to vote on matters affecting the MLP, limited access to capital, cash flow risk, lack of liquidity, dilution risk, conflict of interests, and limited call rights related to acquisitions.

Mortgage backed securities also involve prepayment risk, in that faster or slower prepayments than expected on underlying mortgage loans can dramatically alter the yield-to-maturity of a mortgage-backed security and prepayment risk includes the possibility that a fund may invest the proceeds at generally lower interest rates.

Tax managed funds may not meet their objective of being tax-efficient.

Real estate investments are subject to special risks, including interest rate and property value fluctuations, as well as risks related to general and economic conditions.

High yield fixed income securities, also known as "junk bonds", are considered speculative, involve greater risk of default and tend to be more volatile than investment grade fixed income securities.

Credit quality is a measure of a bond issuer's creditworthiness, or ability to repay interest and principal to bondholders in a timely manner. The credit ratings shown are based on security rating as provided by Standard & Poor's, Moody's and/or Fitch, as applicable. Credit ratings are issued by the rating agencies for the underlying securities in the fund and not the fund itself, and the credit quality of the securities in the fund does not represent the stability or safety of the fund. Credit ratings shown range from AAA, being the

highest, to D, being the lowest based on S&P and Fitch's classification (the equivalent of Aaa and C, respectively, by Moody's). Ratings of BBB or higher by S&P and Fitch (Baa or higher by Moody's) are considered to be investment grade-quality securities. If two or more of the agencies have assigned different ratings to a security, the highest rating is applied. Securities that are not rated by all three agencies are listed as "NR".

Money Market Funds

You could lose money in Money Market Funds. Although MMFs classified as government funds (i.e., MMFs that invest 99.5% of total assets in cash and/or securities backed by the U.S government) and retail funds (i.e., MMFs open to natural person investors only) seek to preserve value at \$1.00 per share, they cannot guarantee they will do so. The price of other MMFs will fluctuate and when you sell shares they may be worth more or less than originally paid. MMFs may impose a fee upon sale or temporarily suspend sales if liquidity falls below required minimums. During suspensions, shares would not be available for purchases, withdrawals, check writing or ATM debits. A MMF investment is not insured or guaranteed by the Federal Deposit Insurance Corporation or other government agency.

"Alpha tilt strategies comprise a core holding of stocks that mimic a benchmark type index such as the S&P 500 to which additional securities are added to help tilt the fund toward potentially outperforming the market in an effort to enhance overall investment returns. Tilt strategies are subject to significant timing risk and could potentially expose investors to extended periods of underperformance."

Custom Account Index: The Custom Account Index is an investment benchmark based on your historical target allocations and/or manager selection that you may use to evaluate the performance of your account. The Custom Account index does take into consideration certain changes that may have occurred in your portfolio since the inception of your account, i.e., asset class and/or manager changes. However, in some circumstances, it may not be an appropriate benchmark for use with your specific account composition. For detailed report of the historical composition of this blend please contact your Financial Advisor.

Peer Groups

Peer Groups are a collection of similar investment strategies that essentially group investment products that share the same investment approach. Peer Groups are used for comparison purposes to compare and illustrate a client's investment portfolio versus its peer across various quantitative metrics like performance and risk. Peer Group comparison is conceptually another form of benchmark comparison whereby the actual investment can be ranked versus its peer across various quantitative metrics.

All Peer Group data are provided by Investment Metrics, LLC.

The URL below provides all the definitions and methodology about the various Peer Groups
<https://www.invmetrics.com/style-peer-groups>

Peer Group Ranking Methodology

A percentile rank denotes the value of a product in which a certain percent of observations fall within a peer group. The range of percentile rankings is between 1 and 100, where 1 represents a high statistical value and 100 represents a low statistical value.

The 30th percentile, for example, is the value in which 30% of the highest observations may be found, the 65th percentile is the value in which 65% of the highest observations may be found, and so on.

Percentile rankings are calculated based on a normalized distribution ranging from 1 to 100 for all products in each peer group, where a ranking of 1 denotes a high statistical value and a ranking of 100 denotes a low statistical value. It is important to note that the same ranking methodology applies to all statistics, implying

that a ranking of 1 will always mean highest value across all statistics.

For example, consider a risk/return assessment using standard deviation as a measure of risk. A percentile ranking equal to 1 for return denotes highest return, whereas a percentile ranking of 1 for standard deviation denotes highest risk among peers.

In addition, values may be used to demonstrate quartile rankings. For example, the third quartile is also known as the 75th percentile, and the median is the 50th percentile.

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1) to the extent this report displays Alternative Investment positions within a Morgan Stanley Individual Retirement Account ("IRA"), such positions are held by Morgan Stanley Smith Barney LLC as the custodian of your Morgan Stanley IRA; and 2) if your Alternative Investment position(s) is held by us and is registered pursuant to the Securities Act of 1933, as amended, your Alternative Investment position(s) is covered by SIPC.

Alternatives may be either traditional alternative investment vehicles or non-traditional alternative strategy vehicles. Traditional alternative investment vehicles may include, but are not limited to, Hedge Funds, Fund of Funds (both registered and unregistered), Exchange Funds, Private Equity Funds, Private Credit Funds, Real Estate Funds, and Managed Futures Funds. Non-traditional alternative strategy vehicles may include, but are not limited to, Open or Closed End Mutual Funds, Exchange-Traded and Closed-End Funds, Unit Investment Trusts, exchange listed Real Estate Investment Trusts (REITs), and Master Limited Partnerships (MLPs). These non-traditional alternative strategy vehicles also seek alternative-like exposure but have significant differences from traditional alternative investment vehicles. Non-traditional alternative strategy vehicles may behave like, have characteristics of, or employ various investment strategies and techniques for both hedging and more speculative purposes such as short-selling, leverage, derivatives, and options, which can increase volatility and the risk of investment loss. Characteristics such as correlation to traditional markets, investment strategy, and market sector exposure can play a role in the classification of a traditional security being classified as alternative.

Traditional alternative investment vehicles are illiquid and usually are not valued daily. The estimated valuation provided will be as of the most recent date available and will be included in summaries of your assets. Such valuation may not be the most recent provided by the fund in which you are invested. No representation is made that the valuation is a market value or that the interest could be liquidated at this value. We are not required to take any action with respect to your investment unless valid instructions are received from you in a timely manner. Some positions reflected herein may not represent interests in the fund, but rather redemption proceeds withheld by the issuer pending final valuations which are not subject to the investment performance of the fund and may or may not accrue interest for the length of the withholding. Morgan Stanley does not engage in an independent valuation of your alternative investment assets. Morgan Stanley provides periodic information to you including the market value of an alternative investment vehicle based on information received from the management entity of the alternative investment vehicle or another service provider.

Traditional alternative investment vehicles often are speculative and include a high degree of risk. Investors should carefully review and consider potential risks before investing. Certain of these risks may include but are not limited to: • Loss of all or a substantial portion of the investment due to leveraging, short-selling, or other speculative practices; • Lack of liquidity in that there may be no secondary market for a

fund;• Volatility of returns;• Restrictions on transferring interests in a fund;• Potential lack of diversification and resulting higher risk due to concentration of trading authority when a single advisor is utilized;• Absence of information regarding valuations and pricing;• Complex tax structures and delays in tax reporting;• Less regulation and higher fees than mutual funds; and• Risks associated with the operations, personnel, and processes of the manager. As a diversified global financial services firm, Morgan Stanley Wealth Management engages in a broad spectrum of activities including financial advisory services, investment management activities, sponsoring and managing private investment funds, engaging in broker-dealer transactions and principal securities, commodities and foreign exchange transactions, research publication, and other activities. In the ordinary course of its business, Morgan Stanley Wealth Management therefore engages in activities where Morgan Stanley Wealth Management's interests may conflict with the interests of its clients, including the private investment funds it manages. Morgan Stanley Wealth Management can give no assurance that conflicts of interest will be resolved in favor of its clients or any such fund.

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SIPC insurance does not apply to precious metals, other commodities, or traditional alternative investments.

Indices are unmanaged and investors cannot directly invest in them. Composite index results are shown for illustrative purposes and do not represent the performance of a specific investment. Diversification does not assure a profit or protect against loss in a declining market. Any performance or related information presented has not been adjusted to reflect the impact of any the additional fees paid to a placement agent by an investor (for Morgan Stanley placement clients, a one-time upfront Placement Fee of up to 3%, and for Morgan Stanley investment advisory clients, an annual advisory fee of up to 2.5%), which would result in a substantial reduction in the returns if such fees were incorporated.

For most investment advisory clients, the program account will be charged an asset-based wrap fee every quarter ("the Fee"). In general, the Fee covers investment advisory services and reporting. In addition to the Fee, clients will pay the fees and expenses of any funds in which their account is invested. Fund fees and expenses are charged directly to the pool of assets the fund invests in and impact the valuations. Clients must understand that these fees and expenses are an additional cost and will not be included in the Fee amount in the account statements

As fees are deducted quarterly, the compounding effect will be to increase the impact of the fees by an amount directly related to the gross account performance. For example, for an account with an initial value of \$100,000 and a 2.5% annual fee, if the gross performance is 5% per year over a three year period, the compounding effect of the fees will result in a net annual compound rate of return of approximately 2.40% per year over a three year period, and the total value of the client's portfolio at the end of the three year period would be approximately \$115,762.50 without the fees and \$107,372.63 with the fees. Please see the applicable Morgan Stanley Smith Barney LLC Form ADV Part 2A for more information including a description of the fee schedule. It is available at www.morganstanley.com/ADV or from your Financial Advisor/Private Wealth Advisor.

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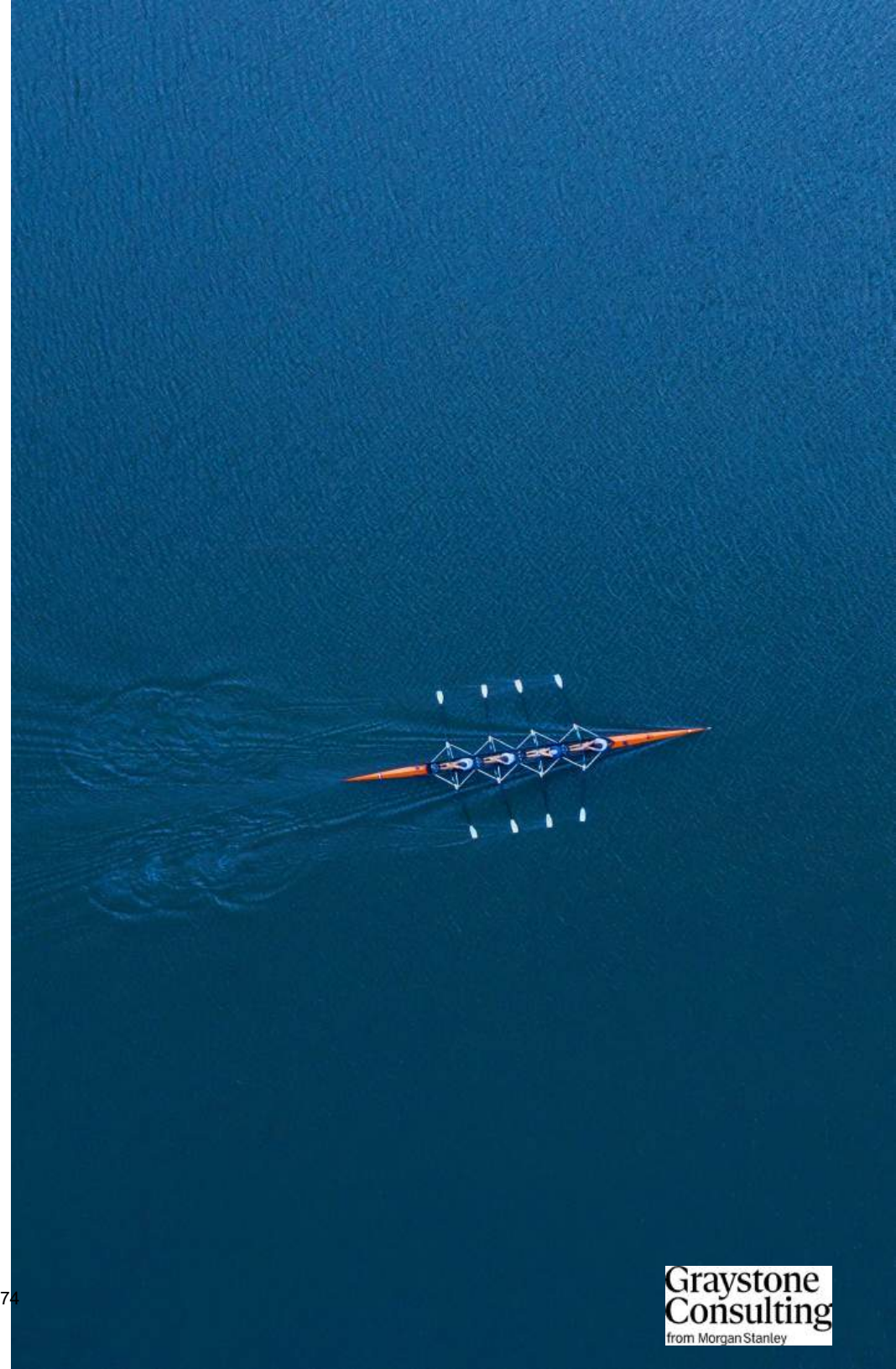
City of Dearborn Chapter 21 Police & Fire Retirement System

Monthly Report
September 30, 2024

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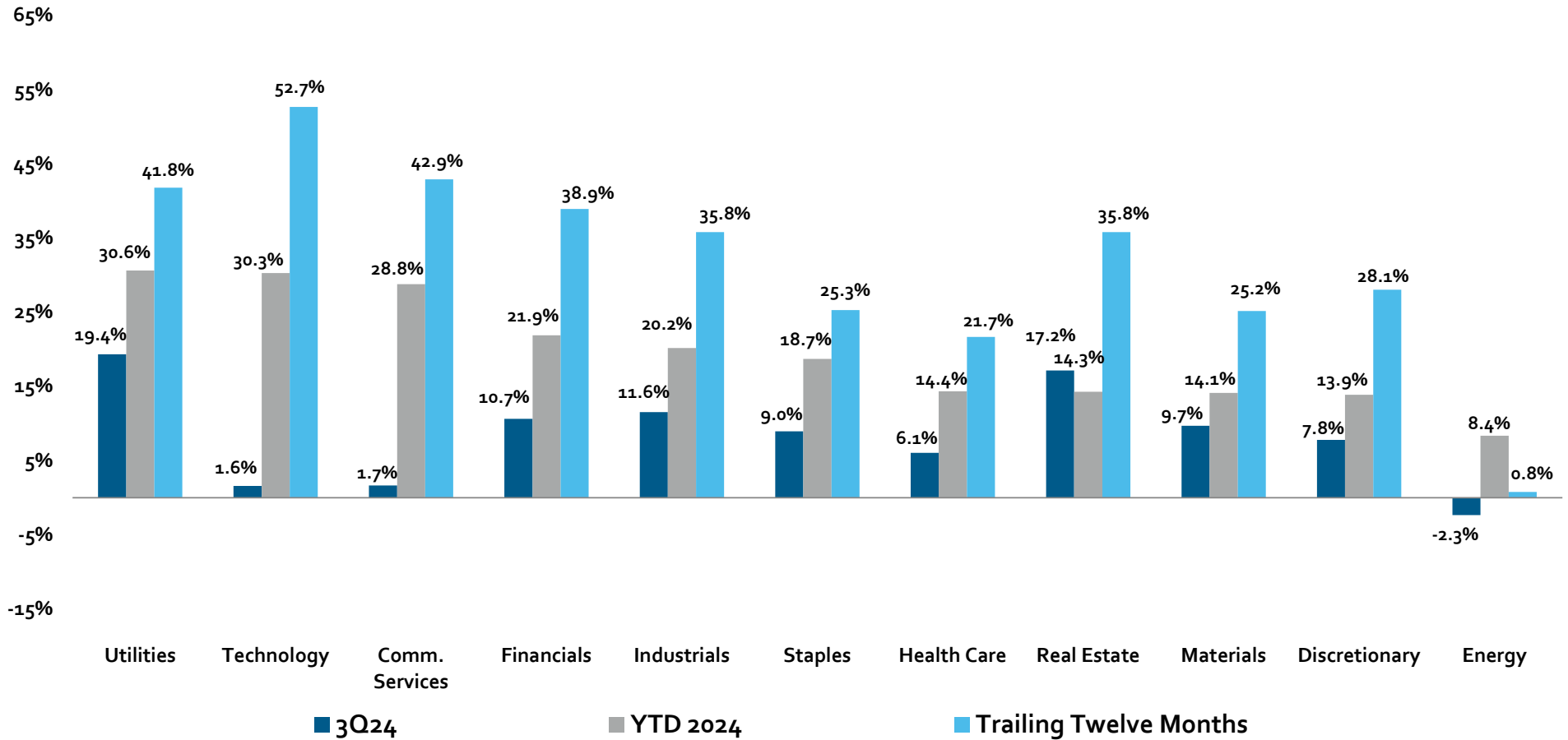
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Capital Markets

S&P 500 Sector Total Returns

As of September 30, 2024

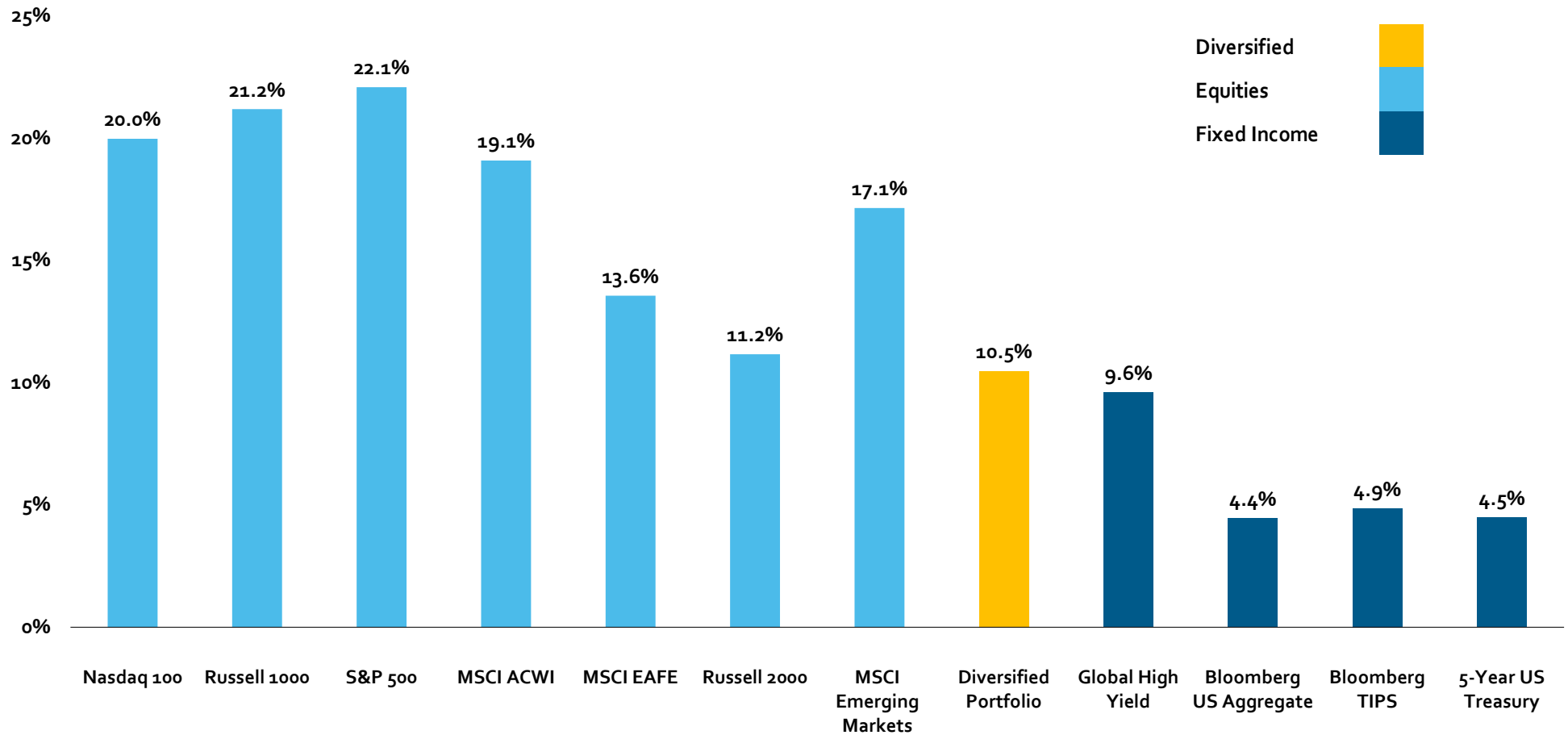


Source: Bloomberg, Morgan Stanley Wealth Management Global Investment Office

Past performance is no guarantee of future results. Estimates of future performance are based on assumptions that may not be realized. This material is not a solicitation of any offer to buy or sell any security or other financial instrument or to participate in any trading strategy. Please refer to important information, disclosures and qualifications at the end of this material. This slide sourced from Market Performance section.

Total Returns for Select Asset Classes Year-to-Date 2024

Cumulative Return from December 29, 2023 - September 30, 2024

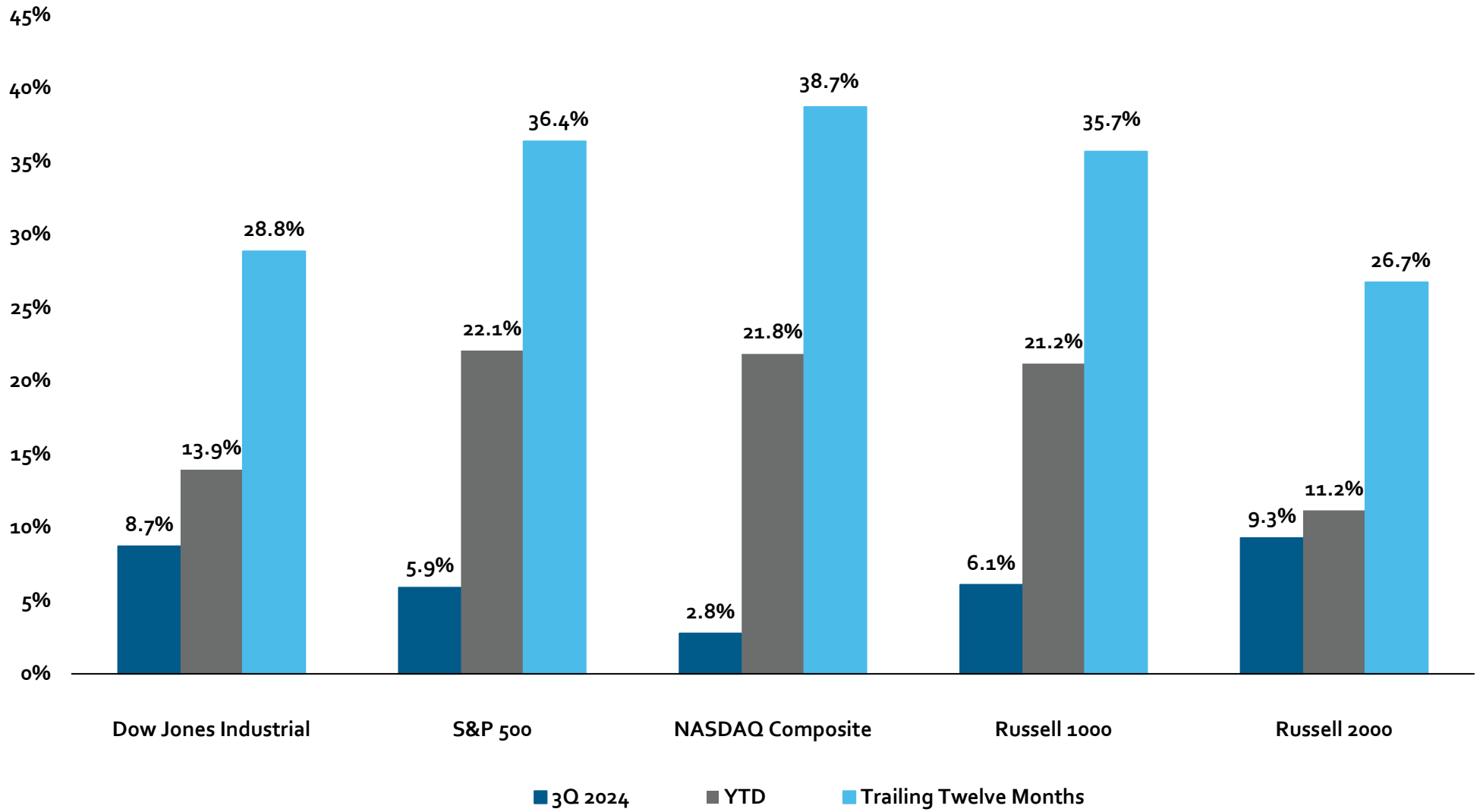


Source: FactSet, Bloomberg, Morgan Stanley Wealth Management Global Investment Office. Diversified portfolio is comprised of 40% MSCI ACWI, 40% Bloomberg US Aggregate, 5% FTSE US 3 mo. T-Bills, 9% HFRX Global Hedge Funds, 3% Bloomberg Commodity Index, and 3% FTSE NAREIT All Equity REITS Total Return Index.

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Total Returns on Major US Stock Market Indices

As of September 30, 2024

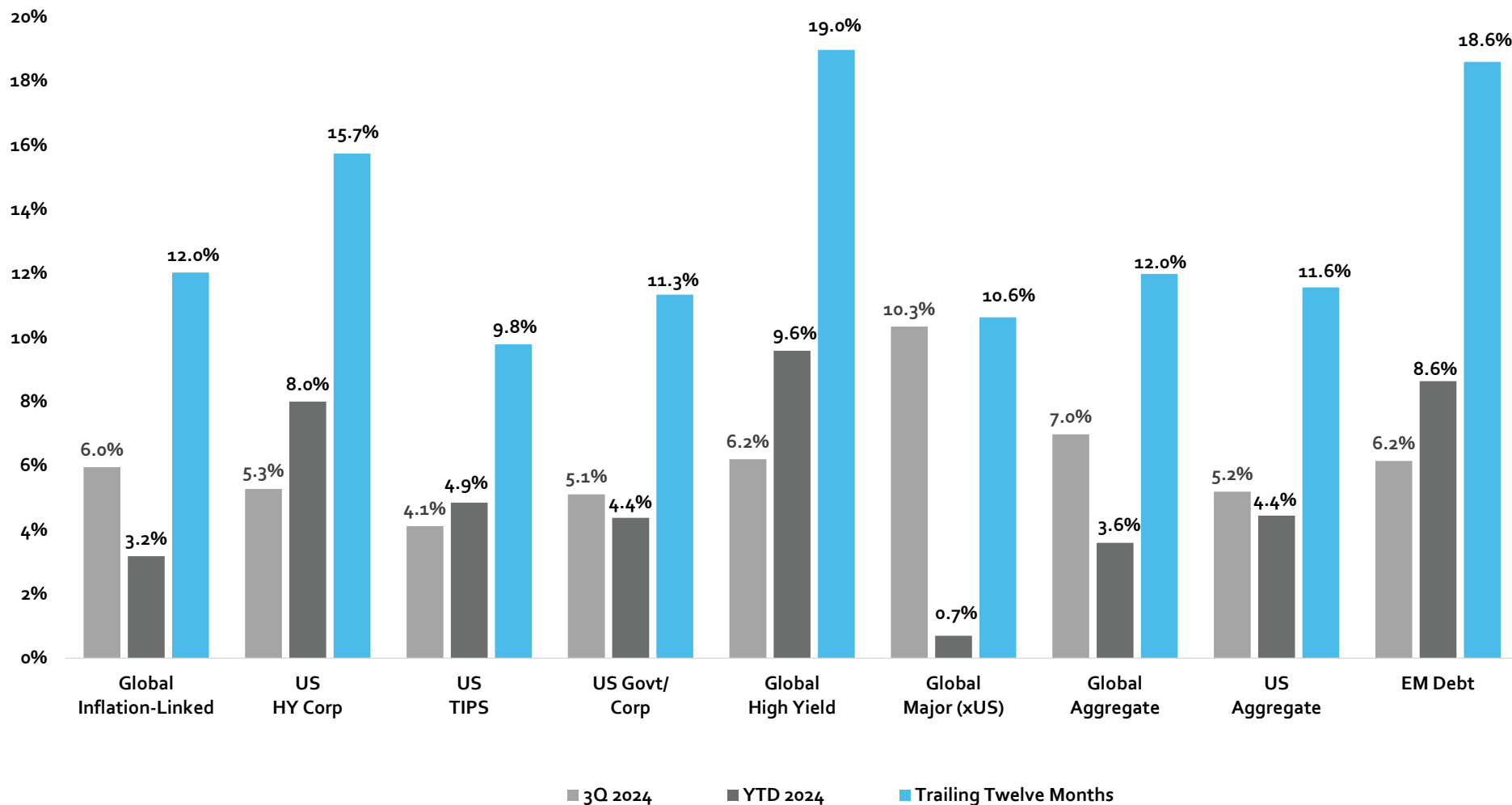


Source: Bloomberg, Morgan Stanley Wealth Management GIO

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Fixed Income Total Returns

As of September 30, 2024



Source: FactSet. Indices used include: Bloomberg US Treasury Inflation Protected Notes (TIPS), Bloomberg Global Inflation-Linked, Bloomberg US Aggregate, Bloomberg Global Aggregate, Bloomberg US High Yield – Corporate, Bloomberg Global High Yield, Bloomberg Global Majors (ex-US), Bloomberg US Government/Corporate, Bloomberg Emerging Market Local Currency Broad, JP Morgan GBI-EM Global Diversified Composite. Past performance is no guarantee of future results. Estimates of future performance are based on assumptions that may not be realized. This material is not a solicitation of any offer to buy or sell any security or other financial instrument or to participate in any trading strategy. Please refer to important information, disclosures and qualifications at the end of this material. This slide sourced from Market Performance section.

September 2024 Performance

September 30, 2024 Performance

	Allocation		Performance(%)										
	Market Value (\$000)	%	1 Month	Current Quarter	Fiscal YTD	YTD	1 Year	3 Years	5 Years	7 Years	10 Years	Since Inception	Inception Date
Chapter 21 Total Fund	26,222	100.0	2.0	7.5	7.5	15.3	25.2	4.5	8.1	6.9	8.1	7.5	Jul-96
<i>Chapter 21 Dynamic Index</i>			2.1	6.6	6.6	13.2	23.4	5.0	8.4	-	-	-	
Traditional Equity	15,843	60.4	2.4	6.9	6.9	17.8	30.3	6.3	11.2	-	-	10.8	Apr-19
<i>MSCI ACWI</i>			2.4	6.7	6.7	19.1	32.3	8.6	12.7	10.8	9.9	12.3	
Domestic Equity	4,496	17.1	1.5	6.6	6.6	17.7	30.0	7.7	13.1	-	-	12.4	Apr-19
<i>Russell 3000</i>			2.1	6.2	6.2	20.6	35.2	10.3	15.3	13.7	12.8	14.8	
All Cap Equity	3,748	14.3	1.5	6.1	6.1	18.5	30.2	9.4	14.5	11.8	10.8	12.3	Dec-10
<i>Russell 3000</i>			2.1	6.2	6.2	20.6	35.2	10.3	15.3	13.7	12.8	13.8	
Deroy & Devereaux All Cap	3,748	14.3	1.5	6.1	6.1	18.5	30.2	9.4	12.8	11.3	10.6	13.5	Oct-08
<i>Russell 3000 VL</i>			1.3	9.5	9.5	16.2	27.6	8.7	10.6	9.3	9.2	9.6	
Small Cap Equity	748	2.9	1.3	8.5	8.5	13.2	27.8	-0.3	-	-	-	-1.9	Apr-21
<i>Russell 2000 Gr</i>			1.3	8.4	8.4	13.2	27.7	-0.4	8.8	7.6	8.9	-0.9	
Vanguard Russell 2000 Growth	748	2.9	1.3	8.5	8.5	13.2	27.8	-0.3	-	-	-	-2.1	Apr-21
<i>Russell 2000 Gr</i>			1.3	8.4	8.4	13.2	27.7	-0.4	8.8	7.6	8.9	-1.4	
Global Equity/Emerging Markets	11,346	43.3	2.7	7.0	7.0	17.9	30.4	5.9	10.6	-	-	10.3	Apr-19
<i>MSCI ACWI</i>			2.4	6.7	6.7	19.1	32.3	8.6	12.7	10.8	9.9	12.3	
Global Equity	9,754	37.2	2.2	6.8	6.8	18.0	31.3	7.8	12.1	10.1	-	10.5	Jul-17
<i>FTSE Global All Cap</i>			2.4	7.0	7.0	18.3	31.5	8.0	12.4	10.4	9.7	10.8	
Vanguard Total World Stock Index	9,754	37.2	2.2	6.8	6.8	18.0	31.3	7.8	12.0	10.1	-	10.4	Jun-17
<i>FTSE Global All Cap</i>			2.4	7.0	7.0	18.3	31.5	8.0	12.4	10.4	9.7	10.8	
Emerging Markets Equity	1,592	6.1	5.8	8.4	8.4	17.2	24.5	-5.3	-	-	-	-5.5	Apr-21
<i>MSCI EM Net</i>			6.7	8.7	8.7	16.9	26.1	0.4	5.7	3.7	4.0	-0.7	
Goldman Sachs Emerging Equity	1,592	6.1	5.8	8.4	8.4	17.2	24.5	-5.3	-	-	-	-5.6	Apr-21
<i>MSCI EM Net</i>			6.7	8.7	8.7	16.9	26.1	0.4	5.7	3.7	4.0	-1.2	

Source: Paris Report

September 30, 2024 Performance

	Allocation		Performance(%)										
	Market Value (\$000)	%	1 Month	Current Quarter	Fiscal YTD	YTD	1 Year	3 Years	5 Years	7 Years	10 Years	Since Inception	Inception Date
Fixed Income	10,361	39.5	1.3	8.5	8.5	11.5	17.9	1.8	2.9	3.4	3.2	5.3	Jan-96
<i>Bloomberg US Aggregate</i>			1.3	5.2	5.2	4.4	11.6	-1.4	0.3	1.5	1.8	4.3	
Baird Core Plus Bond Fund	3,229	12.3	1.4	5.2	5.2	5.8	12.8	-0.7	1.2	2.2	-	2.5	Dec-14
<i>Bloomberg US Aggregate</i>			1.3	5.2	5.2	4.4	11.6	-1.4	0.3	1.5	1.8	1.7	
Fidelity Inflation Protected	1,547	5.9	0.3	35.6	35.6	37.0	43.1	8.5	7.6	6.5	-	5.6	Oct-16
<i>BB US Tres Infl PN TIPS</i>			1.5	4.1	4.1	4.9	9.8	-0.6	2.6	2.9	2.5	2.5	
Ashmore Emerging Markets Bond	1,212	4.6	1.3	5.5	5.5	9.8	17.2	-3.9	-	-	-	-3.6	Apr-21
<i>JPM EMBI Global</i>			1.8	6.1	6.1	8.0	18.0	-0.1	1.2	1.9	3.1	0.3	
Lord Abbett Floating Rate	1,678	6.4	0.7	2.0	2.0	6.6	9.7	6.0	-	-	-	5.9	Apr-21
<i>Morningstar LSTA US Lev Loan</i>			0.7	2.1	2.1	6.6	9.6	6.5	5.7	5.3	4.9	6.2	
Lord Abbett High Yield	1,476	5.6	1.7	5.1	5.1	8.5	15.9	1.4	-	-	-	2.1	Apr-21
<i>BB Global High Yield- Unhedged</i>			2.0	6.2	6.2	9.6	19.0	2.7	4.1	3.6	4.3	2.7	
PIMCO PFLEX	1,220	4.7	3.0	7.0	7.0	14.0	20.6	-	-	-	-	-	Mar-23
<i>ICE BofA US High Yield- HOA0</i>			1.6	5.3	5.3	8.0	15.7	3.1	4.5	4.6	5.0	12.6	

Source: Paris Report

Performance Appendix

Performance Data below is net of fees. Please see the Morgan Stanley Smith Barney LLC Form ADV Part 2 Brochure for advisory accounts and/or any applicable brokerage account trade confirmation statements for a full disclosure of the applicable charges, fees and expenses. Your Financial Advisor will provide those documents to you upon request.

Account Name	QTD	YTD	1 Year	3 Years	5 Years	10 Years	Since Inception	Inception Date
Ashmore Emerging Markets Bond	5.54	9.79	17.20	-3.88	--	--	-3.56	04/16/2021
Baird Core Plus Bond Fund	5.22	5.81	12.85	-0.72	1.19	--	2.46	12/01/2014
Deroy & Devereaux All Cap	6.13	18.47	30.22	9.42	12.77	10.60	13.53	10/01/2008
Fidelity Inflation Protected	35.61	36.96	43.10	8.54	7.58	--	5.61	10/01/2016
Goldman Sachs Emerging Equity	8.37	17.17	24.54	-5.31	--	--	-5.51	04/16/2021
Lord Abbett Floating Rate	2.04	6.64	9.70	5.96	--	--	5.85	04/16/2021
Lord Abbett High Yield	5.07	8.45	15.88	1.42	--	--	2.05	04/16/2021
PIMCO PFLEX	6.96	13.97	20.62	--	--	--	--	03/23/2023
Vanguard Russell 2000 Growth	8.47	13.22	27.77	-0.33	--	--	-2.09	04/16/2021
Vanguard Total World Stock Index	6.82	17.98	31.30	7.79	12.03	--	10.37	06/01/2017

All performance above are Time Weighted(TWR) performance

Information Disclosures

Performance results are annualized for time periods greater than one year and include all cash and cash equivalents, realized and unrealized capital gains and losses, and dividends, interest and income. The investment results depicted herein represent historical performance. As a result of recent market activity, current performance may vary from the figures shown. Past performance is not a guarantee of future results.

Please see the Morgan Stanley Smith Barney LLC Form ADV Part 2 Brochure for advisory accounts and/or any applicable brokerage account trade confirmation statements for a full disclosure of the applicable charges, fees and expenses. Your Financial Advisor will provide those documents to you upon request.

Benchmark indices and blends included in this material are for informational purposes only, are provided solely as a comparison tool and may not reflect the underlying composition and/or investment objective(s) associated with the account(s). Indices are unmanaged and not available for direct investment. Index returns do not take into account fees or other charges. Such fees and charges would reduce performance.

The performance data shown reflects past performance, which does not guarantee future results. Investment return and principal will fluctuate so that an investor's shares when redeemed may be worth more or less than original cost. Please note, current performance may be higher or lower than the performance data shown. For up to date month-end performance information, please contact your Financial Advisor or visit the funds' company website.

Investors should carefully consider the fund's investment objectives, risks, charges and expenses before investing. The prospectus and, if available the summary prospectus, contains this and other information that should be read carefully before investing. Investors should review the information in the prospectus carefully. To obtain a prospectus, please contact your Financial Advisor or visit the funds' company website.

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Composites are the aggregate of multiple portfolios within an asset pool.

Investing involves market risk, including possible loss of principal. **Growth investing** does not guarantee a profit or eliminate risk. The stocks of these companies can have relatively high valuations. Because of these high valuations, an investment in a growth stock can be more risky than an investment in a company with more modest growth expectations. **Value investing** involves the risk that the market may not recognize that securities are undervalued, and they may not appreciate as anticipated. **Small and mid-capitalization companies** may lack the financial resources, product diversification and competitive strengths of larger companies. The securities of small capitalization companies may not trade as readily as, and be subject to higher volatility than those of larger, more established companies. **Bond funds** and bond holdings have the same interest rate, inflation and credit risks that are associated with the underlying bonds owned by the funds. The return of principal in bond funds, and in funds with significant bond holdings, is not guaranteed. **International securities'** prices may carry additional risks, including foreign economic, political, monetary and/or legal factors, changing currency exchange rates, foreign taxes and differences in financial and accounting standards. International investing may not be for everyone. These risks may be magnified in emerging markets. **Alternative investments**, including private equity funds, real estate funds, hedge funds, managed futures funds, and funds of hedge funds, private equity, and managed futures funds, are speculative and entail significant risks that can include losses due to leveraging or other speculative investment practices, lack of liquidity, volatility of returns, restrictions on transferring interests in a fund, potential lack of diversification, absence and/or delay of information regarding valuations and pricing, complex tax structures and delays in tax reporting, less regulation and higher fees than mutual funds and risks associated with the operations, personnel and processes of the advisor. **Master Limited Partnerships (MLPs)** are limited partnerships or limited liability companies that are taxed as partnerships and whose interests (limited partnership units or limited liability company units) are traded on securities exchanges like shares of common stock. Currently, most MLPs operate in the energy, natural resources or real estate sectors. Investments in MLP interests are subject to the risks generally applicable to companies in the energy and natural resources sectors, including commodity pricing risk, supply and demand risk, depletion risk and exploration risk; and MLP interests in the real estate sector are subject to special risks, including interest rate and property value fluctuations, as well as risks related to general and economic conditions. Because of their narrow focus, MLPs maintain exposure to price volatility of commodities and/or underlying assets and tend to be more volatile than investments that diversify across many sectors and companies. MLPs are also subject to additional risks including investors having limited control and rights to vote on matters affecting the MLP, limited access to capital, cash flow risk, lack of liquidity, dilution risk, conflict of interests, and limited call rights related to acquisitions.

Mortgage backed securities also involve prepayment risk, in that faster or slower prepayments than expected on underlying mortgage loans can dramatically alter the yield-to-maturity of a mortgage-backed security and prepayment risk includes the possibility that a fund may invest the proceeds at generally lower interest rates.

Tax managed funds may not meet their objective of being tax-efficient.

Real estate investments are subject to special risks, including interest rate and property value fluctuations, as well as risks related to general and economic conditions.

High yield fixed income securities, also known as "junk bonds", are considered speculative, involve greater risk of default and tend to be more volatile than investment grade fixed income securities.

Credit quality is a measure of a bond issuer's creditworthiness, or ability to repay interest and principal to bondholders in a timely manner. The credit ratings shown are based on security rating as provided by Standard & Poor's, Moody's and/or Fitch, as applicable. Credit ratings are issued by the rating agencies for the underlying securities in the fund and not the fund itself, and the credit quality of the securities in the fund does not represent the stability or safety of the fund. Credit ratings shown range from AAA, being the

highest, to D, being the lowest based on S&P and Fitch's classification (the equivalent of Aaa and C, respectively, by Moody's). Ratings of BBB or higher by S&P and Fitch (Baa or higher by Moody's) are considered to be investment grade-quality securities. If two or more of the agencies have assigned different ratings to a security, the highest rating is applied. Securities that are not rated by all three agencies are listed as "NR".

Money Market Funds

You could lose money in Money Market Funds. Although MMFs classified as government funds (i.e., MMFs that invest 99.5% of total assets in cash and/or securities backed by the U.S government) and retail funds (i.e., MMFs open to natural person investors only) seek to preserve value at \$1.00 per share, they cannot guarantee they will do so. The price of other MMFs will fluctuate and when you sell shares they may be worth more or less than originally paid. MMFs may impose a fee upon sale or temporarily suspend sales if liquidity falls below required minimums. During suspensions, shares would not be available for purchases, withdrawals, check writing or ATM debits. A MMF investment is not insured or guaranteed by the Federal Deposit Insurance Corporation or other government agency.

"Alpha tilt strategies comprise a core holding of stocks that mimic a benchmark type index such as the S&P 500 to which additional securities are added to help tilt the fund toward potentially outperforming the market in an effort to enhance overall investment returns. Tilt strategies are subject to significant timing risk and could potentially expose investors to extended periods of underperformance."

Custom Account Index: The Custom Account Index is an investment benchmark based on your historical target allocations and/or manager selection that you may use to evaluate the performance of your account. The Custom Account index does take into consideration certain changes that may have occurred in your portfolio since the inception of your account, i.e., asset class and/or manager changes. However, in some circumstances, it may not be an appropriate benchmark for use with your specific account composition. For detailed report of the historical composition of this blend please contact your Financial Advisor.

Peer Groups

Peer Groups are a collection of similar investment strategies that essentially group investment products that share the same investment approach. Peer Groups are used for comparison purposes to compare and illustrate a client's investment portfolio versus its peer across various quantitative metrics like performance and risk. Peer Group comparison is conceptually another form of benchmark comparison whereby the actual investment can be ranked versus its peer across various quantitative metrics.

All Peer Group data are provided by Investment Metrics, LLC.

The URL below provides all the definitions and methodology about the various Peer Groups
<https://www.invmetrics.com/style-peer-groups>

Peer Group Ranking Methodology

A percentile rank denotes the value of a product in which a certain percent of observations fall within a peer group. The range of percentile rankings is between 1 and 100, where 1 represents a high statistical value and 100 represents a low statistical value.

The 30th percentile, for example, is the value in which 30% of the highest observations may be found, the 65th percentile is the value in which 65% of the highest observations may be found, and so on.

Percentile rankings are calculated based on a normalized distribution ranging from 1 to 100 for all products in each peer group, where a ranking of 1 denotes a high statistical value and a ranking of 100 denotes a low statistical value. It is important to note that the same ranking methodology applies to all statistics, implying

that a ranking of 1 will always mean highest value across all statistics.

For example, consider a risk/return assessment using standard deviation as a measure of risk. A percentile ranking equal to 1 for return denotes highest return, whereas a percentile ranking of 1 for standard deviation denotes highest risk among peers.

In addition, values may be used to demonstrate quartile rankings. For example, the third quartile is also known as the 75th percentile, and the median is the 50th percentile.

Your interests in Alternative Investments, which may have been purchased through us, are generally not held here, and are generally not covered by SIPC. The information provided to you: 1) is included as a service to you, valuations for certain products may not be available; 2) is derived from you or another external source for which we are not responsible, and may have been modified to take into consideration capital calls or distributions to the extent applicable; 3) may not reflect actual shares, share prices or values; 4) may include invested or distributed amounts in addition to a fair value estimate; and 5) should not be relied upon for tax reporting purposes. Notwithstanding the foregoing,

1) to the extent this report displays Alternative Investment positions within a Morgan Stanley Individual Retirement Account ("IRA"), such positions are held by Morgan Stanley Smith Barney LLC as the custodian of your Morgan Stanley IRA; and 2) if your Alternative Investment position(s) is held by us and is registered pursuant to the Securities Act of 1933, as amended, your Alternative Investment position(s) is covered by SIPC.

Alternatives may be either traditional alternative investment vehicles or non-traditional alternative strategy vehicles. Traditional alternative investment vehicles may include, but are not limited to, Hedge Funds, Fund of Funds (both registered and unregistered), Exchange Funds, Private Equity Funds, Private Credit Funds, Real Estate Funds, and Managed Futures Funds. Non-traditional alternative strategy vehicles may include, but are not limited to, Open or Closed End Mutual Funds, Exchange-Traded and Closed-End Funds, Unit Investment Trusts, exchange listed Real Estate Investment Trusts (REITs), and Master Limited Partnerships (MLPs). These non-traditional alternative strategy vehicles also seek alternative-like exposure but have significant differences from traditional alternative investment vehicles. Non-traditional alternative strategy vehicles may behave like, have characteristics of, or employ various investment strategies and techniques for both hedging and more speculative purposes such as short-selling, leverage, derivatives, and options, which can increase volatility and the risk of investment loss. Characteristics such as correlation to traditional markets, investment strategy, and market sector exposure can play a role in the classification of a traditional security being classified as alternative.

Traditional alternative investment vehicles are illiquid and usually are not valued daily. The estimated valuation provided will be as of the most recent date available and will be included in summaries of your assets. Such valuation may not be the most recent provided by the fund in which you are invested. No representation is made that the valuation is a market value or that the interest could be liquidated at this value. We are not required to take any action with respect to your investment unless valid instructions are received from you in a timely manner. Some positions reflected herein may not represent interests in the fund, but rather redemption proceeds withheld by the issuer pending final valuations which are not subject to the investment performance of the fund and may or may not accrue interest for the length of the withholding. Morgan Stanley does not engage in an independent valuation of your alternative investment assets. Morgan Stanley provides periodic information to you including the market value of an alternative investment vehicle based on information received from the management entity of the alternative investment vehicle or another service provider.

Traditional alternative investment vehicles often are speculative and include a high degree of risk. Investors should carefully review and consider potential risks before investing. Certain of these risks may include but are not limited to: • Loss of all or a substantial portion of the investment due to leveraging, short-selling, or other speculative practices; • Lack of liquidity in that there may be no secondary market for a

fund;• Volatility of returns;• Restrictions on transferring interests in a fund;• Potential lack of diversification and resulting higher risk due to concentration of trading authority when a single advisor is utilized;• Absence of information regarding valuations and pricing;• Complex tax structures and delays in tax reporting;• Less regulation and higher fees than mutual funds; and• Risks associated with the operations, personnel, and processes of the manager. As a diversified global financial services firm, Morgan Stanley Wealth Management engages in a broad spectrum of activities including financial advisory services, investment management activities, sponsoring and managing private investment funds, engaging in broker-dealer transactions and principal securities, commodities and foreign exchange transactions, research publication, and other activities. In the ordinary course of its business, Morgan Stanley Wealth Management therefore engages in activities where Morgan Stanley Wealth Management's interests may conflict with the interests of its clients, including the private investment funds it manages. Morgan Stanley Wealth Management can give no assurance that conflicts of interest will be resolved in favor of its clients or any such fund.

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For most investment advisory clients, the program account will be charged an asset-based wrap fee every quarter ("the Fee"). In general, the Fee covers investment advisory services and reporting. In addition to the Fee, clients will pay the fees and expenses of any funds in which their account is invested. Fund fees and expenses are charged directly to the pool of assets the fund invests in and impact the valuations. Clients must understand that these fees and expenses are an additional cost and will not be included in the Fee amount in the account statements

As fees are deducted quarterly, the compounding effect will be to increase the impact of the fees by an amount directly related to the gross account performance. For example, for an account with an initial value of \$100,000 and a 2.5% annual fee, if the gross performance is 5% per year over a three year period, the compounding effect of the fees will result in a net annual compound rate of return of approximately 2.40% per year over a three year period, and the total value of the client's portfolio at the end of the three year period would be approximately \$115,762.50 without the fees and \$107,372.63 with the fees. Please see the applicable Morgan Stanley Smith Barney LLC Form ADV Part 2A for more information including a description of the fee schedule. It is available at www.morganstanley.com/ADV or from your Financial Advisor/Private Wealth Advisor.

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**General Fund - Fund Balance Reconciliation
Fiscal Year 2025**

Council Resolution	Account No.	Description	Amount	Note
Adopted Revenue Budget			\$ 148,131,186	
CR 7-389-24	101-1138-330.01-90	ALLRISE Court VA GRANT	67,742	GRANT
CR7-388-24	101-1130-330.04-90	VA additional funds for SACO VA Grant through BJA	5,000	GRANT
CR 8-433-24	101-2800-369.90-00	Recognize revenue - Wayne State University Grant	2,500	GRANT
CR 8-434-24	101-2800-330.04-70	Recognize revenue - MDHHS Grant	3,166,700	GRANT
CR 6-268-23	Various	Grant Carryforwards	408,712	C/F - GRANT
CR 9-455-24	101-6100-330.01-80	Appropriate Revenue Budget - Dearborn WORKS Grant	1,000,000	GRANT
CR 9-463-24	101-2540-330.01-90	Appropriate Revenue Budget - AFG EMW-2023-FG-00685 Grant	349,966	GRANT
CR 9-466-24	101-1130-330.04-90	Appropriate Revenue Budget - DVTC Grant Addt'l Funds	11,155	GRANT
CR 6-268-23	101-2410-330.01-90	Adjust 2021 JAG Grant Carryforward	(11,434)	C/F - GRANT
CR 8-434-24	101-2800-330.04-70	Cancel Revenue from MDHHS Grant	(610,596)	GRANT
CR 9-493-24	101-2540-330-01-90	Appropriate Revenue Budget - AFG EMW-2023-FG-	132,267	GRANT
CR 9-494-24	101-1135-330.04-90	HDDTC Addt'l Grant funds - Federal	1,000	
CR 9-494-24	101-1135-330.01-90	HDDTC Addt'l Grant funds - State	1,421	
Revised Revenue Budget			\$ 152,655,619	

Adopted Expenditure Budget			\$ 147,957,554	
CR 7-358-24	101-9716-761.34-90	WC Legal Fees	66,000	
CR 10-467-21	101-0900-402.10-20	Carry Forward FY24 - Charter Commission Budget	21,623	C/F
CR 8-414-24	Various	FY24 - FY25 Carry forwards	497,058	C/F
CR 7-389-24	101-1138-415.34-90	ALLRISE Court VA GRANT	67,742	GRANT
CR 7-388-24	101-1130-415.34-90	VA additional funds for SACO VA Grant through BJA	5,000	GRANT
CR 8-433-24	101-2800-891.98-00	Appropriate budget - Wayne State University Grant	2,500	GRANT
CR 8-434-24	101-2800-891.98-00	Appropriate budget - MDHHS Grant	3,166,700	GRANT
CR 6-268-23	Various	Grant Carryforwards	457,186	C/F - GRANT
CR 9-455-24	101-6100-911.98-00	Appropriate Revenue Budget - Dearborn WORKS Grant	1,000,000	GRANT
CR 9-463-24	101-2540-621.98-00	Appropriate Revenue Budget - AFG EMW-2023-FG-00685 Grant	349,966	GRANT
CR 9-466-24	101-1130-415.34-90	Appropriate Revenue Budget - DVTC Grant Addt'l Funds	11,155	GRANT
CR 6-268-23	101-2410-511.98-00	Adjust 2021 JAG Grant Carryforward	(11,434)	C/F - GRANT
CR 8-434-24	101-2800-330.04-70	Cancel Revenue from MDHHS Grant	(610,596)	GRANT
CR 9-493-24	101-2540-330-01-90	Appropriate Expense Budget - AFG EMW-2023-FG-	138,880	GRANT
CR 9-494-24	101-1135-415.34-90	Appropriate Expense Budget HDDTC	1,210	
CR 9-494-24	101-1135-415.61-00	Appropriate Expense Budget HDDTC	1,211	
Revised Expenditure Budget			\$ 153,121,755	

Budgeted Surplus / (Use) of Fund Balance \$ (466,136)

Note: C/F = carry forward Grant = grant funded C/F - Grant = carry forward grant related Bond = bonding activity

General Surplus Disposition

Dearborn, MI

Date range: 01 Jul 2024 - 30 Sep 2024

ID	Inventory ID	Description	VIN/Serial	Starting Bid	Sold Amount	Net Results	Tax	Sold Tax	BP Tax	BP Amount	Bids	Visitors	Auction End Date	Status	Paid	Picked Up
380	380	EERO Home Wifi System 2 Pk & Netgear Powerline 1200		\$34.00	\$34.00	\$34.00	\$2.30	\$2.04	\$0.26	\$4.25	1	29	11-Jul-2024	PU	12-Jul-2024	06-Aug-2024
382	382	Brand Name/Designer Clothing		\$49.00	\$57.00	\$57.00	\$3.85	\$3.42	\$0.43	\$7.12	6	66	02-Aug-2024	PU	07-Aug-2024	01-Oct-2024
383	383	Nike Apparel		\$69.00	\$161.00	\$161.00	\$10.87	\$9.66	\$1.21	\$20.12	9	71	06-Aug-2024	PU	07-Aug-2024	22-Aug-2024
384	384	2 Pairs of Jordans, 1 Pair of Timberlands All Size 10		\$99.00	\$180.00	\$180.00	\$12.15	\$10.80	\$1.35	\$22.50	11	161	09-Aug-2024	PU	12-Aug-2024	22-Aug-2024
385	385	Licensed Sports Apparel		\$69.00	\$89.00	\$89.00	\$6.01	\$5.34	\$0.67	\$11.12	7	75	03-Sep-2024	PU	05-Sep-2024	23-Sep-2024
386	386	Nike/Timberland/Jordans Size 10.5		\$99.00	\$162.00	\$162.00	\$10.94	\$9.72	\$1.22	\$20.25	9	88	03-Sep-2024	PU	05-Sep-2024	23-Sep-2024
387	387	2 Airpods w/Charging Cases and 1 Ubiolabs Charging Pad		\$99.00	\$99.00	\$99.00	\$6.68	\$5.94	\$0.74	\$12.37	1	78	03-Sep-2024	PU	04-Sep-2024	06-Sep-2024
388	388	PlayStation 4 Bundle		\$169.00	\$189.69	\$189.69	\$12.80	\$11.38	\$1.42	\$23.71	4	77	25-Sep-2024	NP		
389	389	14K White Gold and Diamond Ring		\$99.00	\$131.00	\$131.00	\$8.84	\$7.86	\$0.98	\$16.37	6	170	16-Sep-2024	PU	17-Sep-2024	18-Sep-2024
		Totals		\$786.00	\$1,102.69	\$1,102.69	\$74.44	\$66.16	\$8.28	\$137.81						

* Taxes are applied to the sale price and other related fees.

Vehicle Disposition

Dearborn, MI

Date range: 01 Jul 2024 - 30 Sep 2024

ID	Inventory ID	Description	VIN/Serial	Starting Bid	Sold Amount	Net Results	Tax	Sold Tax	BP Tax	BP Amount	Bids	Visitors	Auction End Date	Status	Paid	Picked Up
		Totals		-	-	-	-	-	-	-						

* Taxes are applied to the sale price and other related fees.

FISCAL YEAR 2025 SUMMARY OF VACANCIES AT 9/30/24

GENERAL FUND:		Budgeted	Actual	(Vacancies)	
Dept/Div	Department	Positions	Positions	Over Budget	Position
1000	City Council	2.00	2.00	-	
1100	19th District Court	32.80	34.80	2.0	
1125	19th District Court	1.00	0.00	(1.0)	
1133	19th District Court - Judicial Drug Ct	1.50	1.50	-	
1136	19th District Court - Judicial Drug Ct	1.30	1.30	-	
1210	Mayor	6.00	6.00	-	
1300	City Clerk	6.00	6.00	-	
1350	City Clerk Elections	1.00	1.00	-	
1400	Assessor	7.00	7.00	-	
1500	Law	10.00	10.00	-	
1505	ED / City Plan	5.00	4.00	(1.0)	Senior Planner(1)
1605	Finance/Accounting	13.50	12.50	(1.0)	Assistant Finance Director(1)
1615	Finance/Purchasing	9.00	8.00	(1.0)	Office Assistant II(1)
1660	Finance/Treasury	5.50	5.50	-	
1700	Philanthropy & Grants (new)	2.00	1.00	(1.0)	Director(1)
1810	Human Resources	6.00	6.00	-	
2001	DPW/Administration	3.51	3.51	-	
2073	DPW/Public Service (2073 42 & 2074 15)	57.00	52.00	(5.0)	Laborer I(3), Public Utility Worker(2)
2085	DPW/Motor Transport	11.00	6.00	(5.0)	Fleet Master Mechanic(3), Superintendent of Auto Fleet(1), DPW Supervisor(1)
2310	Communications	5.00	5.00	-	
2350	Communications/CDTV	4.00	4.00	-	
2410	Police/Administration	194.00	188.00	(6.0)	Police Corporal (3), Police Sergeant(3)
2465	Police/Dispatch - Civilians	39.00	31.00	(8.0)	Dispatcher(6), Comm Supervisor(2)
2485	Police/Motor Carrier - Civilians	3.00	3.00	-	
2490	Police/Animal Shelter	1.00	0.00	(1.0)	Animal Control Officer(1)
	Total Police	237.00	219.00	(18.0)	
2540	Fire	152.00	149.00	(3.0)	Firefighter I(3)
2550	Fire/Emergency Management	1.00	1.00	-	
2700	Community Relations	10.00	10.00	-	
2800	Public Health	6.00	6.00	-	
2914	Residential Services / Nbrhood Svcs	9.17	9.17	-	
2920	Residential Services/Vector Control	1.00	1.00	-	
2940	PMDS Permit Services	17.17	13.17	(4.0)	Office Assistant II(2), Commercial Plans Examiner(1)
2950	PMDS Inspection Programs	5.16	5.16	-	
2972	Residential Services/Sanitation	2.25	2.25	-	
3005	Recreation/Administration	8.00	8.00	-	
3010	Recreation/Sports	0.50	0.50	-	
3014	Recreation/Parks	0.50	0.50	-	
3033	Recreation/Theatre	4.50	3.50	(1.0)	Facility Coordinator(1)
3035	Recreation/Fine Arts Programs	0.20	0.20	-	
3045/3052	Swimming Pools	3.00	3.00	-	
3056	Recreation/Facility Administration	12.00	11.00	(1.0)	Office Assistant II(1)
3058	Recreation/Banquet	2.30	2.30	-	
3060	Recreation/DISC	3.00	3.00	-	
3065	Camp Dearborn	10.00	8.00	(2.0)	Recreation Maintenance Tech(1), Electrician(1)
3079 683	Golf Course - Mystic Creek (Ops)	1.00	1.00	-	
3079 685	Golf Course - Mystic Creek (Food Svc)	1.00	1.00	-	
3079 694	Golf Course - Mystic Creek (Field Mnt)	2.00	2.00	-	
3080 683	Golf Course - Dearborn Hills	1.00	1.00	-	
3080 694	Golf Course - Dearborn Hills	2.00	2.00	-	
3090	Recreation/Senior Services	1.00	2.00	1.0	
101-6100	Economic & Comm Development	13.70	11.70	(2.0)	Grants Program Manager(1), Sr. Econ Develop Asst(1)
	General Fund	696.56	656.56	(40.0)	
	General Fund (minus public safety)	306.56	287.56	(19.0)	

OTHER FUNDS:		Budgeted	Actual	(Vacancies)	
Dept/Div	Department	Positions	Positions	Over Budget	Position
250-6100	Dix-Vernor BDIA	1.00	1.00	-	
251-6100	Warren BDIA	2.00	2.00	-	
260-1100	Indigent Defense - Court	0.40	0.40	-	
260-1870	Indigent Defense - Finance	7.00	5.00	(2.0)	Office Assistant II(1), Attorney III (1)
271-5000	Historical	3.00	3.00	-	
271-5100	Library	29.00	28.00	(1.0)	Assistant Librarian I(1)
296-6100	West DDDA	1.90	1.90	-	

297-6100	East DDDA	1.90	1.90	-	
535-5500	Senior Apartment/Housing	23.25	20.25	(3.0)	Office Assistant II(3)
590-2006	Sewer	15.37	12.37	(3.0)	Public Utility Worker(2), Superintendent of Utilities(1)
590-2016	Sewer - CSO	11.00	11.00	-	
591-2009	DPW/Engineering	21.14	20.14	(1.0)	Office Assistan II(1)
591-2011	DPW/Water	34.30	31.30	(3.0)	Meter Repair Tech I(1), W&S Operations Admin(1), Office Assistant II(1)
591-2015	DPW/Water/Cross Connection	4.00	4.00	-	
631-2610	MIS/Computer Administration	3.00	3.00	-	
631-2670	MIS/PC & Network Support	7.00	7.00	-	
631-2680	MIS/AS400 Support	1.00	1.00	-	
631-2690	MIS/GIS	1.00	1.00	-	
634-2005	Facilities / DPW/Powerhouse	9.06	5.06	(4.0)	High Pres Boiler Oper(3), Refrigeration Mech(1)
634-2007	Facilities / DPW/Building Services	17.12	17.12	-	
Other Funds		193.44	176.44	(17.0)	
TOTAL, ALL FUNDS		890.00	833.00	(57.0)	



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: FY2025 Budget Adjustments

DEPARTMENT: Finance

BRIEF DESCRIPTION: Request Council authorization for various budget adjustments and appropriations to the FY2025 Budget.

PRIOR COUNCIL ACTION: CR 6-293-24 FY2025 Budget Adoption

BACKGROUND: The FY2025 Budget was adopted on June 11, 2024. During the final stages of the budget review process, and presented to City Council during the study session on May 29, 2024, it was noted that additional budget adjustments would be needed to reflect the funding needs of employee contract ratifications, as well as updates for the LCSA and State Shared funding estimates.

FISCAL IMPACT: Various budget adjustments resulting in a continued balanced budget for Fiscal Year 2025.

COMMUNITY IMPACT: Continued fiscal responsibility, and efficient allocation of City resources.

IMPLEMENTATION TIMELINE: Budget adjustments will be completed after approval is received from City Council.

COMPLIANCE/PERFORMANCE METRICS: The Finance department will continue to monitor departmental budgets, per the normal process and procedures. Any additional Governmental Budget appropriations will be brought forth to Council for approval. Total General Fund appropriations for the fiscal year will continue to be provided in the Quarterly Financial packets.



TO: City Council
FROM: Michael Kennedy, Finance Director and Treasurer
VIA: Mayor Abdullah H. Hammoud
SUBJECT: FY2025 Budget Adjustments
DATE: November 5, 2024

On June 11, 2024, The City Council adopted a balanced General Fund for Fiscal Year 2025, with an estimated \$173,632 contribution to the General Fund fund balance. Due to outstanding results from employee contract negotiations, animal shelter contract negotiations, and additional updates to State revenue sources for FY2025 being anticipated, the City Council was advised at the May 29, 2024 City Council budget study session that an additional budget amendment to address these issues should be anticipated during the fiscal year.

The following outlines the requested changes to the revenue and expenditure budgets for FY2025:

Revenues:

1. **Local Community Stabilization Act (LCSA):** \$2,841,432 General Fund Budgetary Revenue Decrease

LCSA funds are received bi-annually and are a replacement for the Personal Property taxable value declines. Funding amounts received from the State are calculated based on City millage rates. In November of 2021, the City of Dearborn residents voted not to renew the 3.5 mills of supplemental tax millage. Due to tax years for the LCSA funding being a year behind the City's Fiscal Year, the effects on LCSA funding from the non-renewal was not fully seen until May 2024, when the second payment was received for the fiscal year. The FY2025 Budget was not adjusted prior to adoption, as multiple in-depth discussions were being had with the State of Michigan regarding the calculation used to allocate the funding. It was determined after the budget was adopted that the State's calculation and reduced amounts received in FY2024 were accurate.

A budget cancellation is being requested in the amount of \$2,841,432, which would reduce the FY2025 budget to the FY2024 amount with a 3% inflationary factor.

2. **State Shared Revenue (Sales Tax):** \$499,109 General Fund Budgetary Revenue decrease

The adopted budget included what was thought to be a conservative estimate of 3% based on initial January State revenue consensus near 5% increase as well as other suggested legislative proposals up to 8% over FY2024 actuals; however, the most recent State Revenue sharing estimates in September 2024 indicates no increase in revenue sharing compared to FY2024 actuals. The Revenue Sharing estimates from the State of MI will continue to be tracked and communicated throughout the year.

A budget cancellation is being requested in the amount of \$499,109.



3. Investment Income: \$2,753,421 General Fund Budgetary Revenue Increase

CR12-677-22 authorized the creation of five capital projects in order to allocate the approximate \$47.2M in funding received from the American Rescue Plan Act (ARPA). Subsequent CR6-265-23 authorized the allocation of the \$47.2M in accordance with guidance from the US Treasury as General Fund lost revenue, which allowed available General Fund funding as opposed to ARPA funds, to be used to fund the five capital projects authorized with CR12-677-22. General Fund funding was then transferred to the General Capital Improvement fund, Management Information Systems fund, Facility fund, and Fleet fund, increasing the cash balances in those funds, along with the allocation percentage of the pooled cash investments.

In addition to the planned Federal Reserve interest rate reductions not happening in fiscal year 2024, \$3,156,076 in excess investment income over the FY2024 budgeted amount was received in the above stated funds (*please see **Attachment A** for breakdown*). It is being requested that the excess income be transferred back to the operating funds along with associated budget adjustments in accordance with Generally Accepted Accounting Principles, with \$2,753,421 being transferred to the General Fund.

4. Recreation Rates and Fees: \$200,000 General Fund Budgetary Revenue Increase

As part of each fiscal year's budget process, departments review rates and fees in accordance with market comparable, market trends, associated operating costs, etc., and updates are made as needed. As part of the Recreation department's review for FY2025, multiple fees were identified for future increases beginning July 1, 2025. After careful consideration, it was determined that increases for some of the fees could be moved up to January 1, 2025 (see **Attachment B** for the rates and increases).

It is projected that an additional \$200,000 in General Fund revenue will be generated in FY2025 with the rate changes, and it is requested that the additional revenue be recognized in the associated accounts.

Expenditures:

1. Employee Contracts: \$2,080,558 General Fund Budgetary Expenditure Increase

As noted in the introduction, employee contract negotiations and review of the classification study was underway during the budget finalization process. While annual 3% step increases for applicable individuals in position classifications at the time along with a 2.5% additional increase were built into the FY2025 budget, it is estimated that an additional \$2,080,558 in funding is needed to incorporate all changes for full-time staff and appointees.

Please see **Attachment C** for projected increases by fund and employee group for Full Time. As of the date of this memo, all groups have ratified with the exception of Police, though an estimate is included. It is requested that \$871,575 (\$2,080,558 total net of the reallocations



noted in #2 and #3) in General Fund appropriation be authorized to applicable personnel accounts. It is also requested that appropriations be authorized in Non-General Fund funds as needed to the applicable personnel accounts

2. Full Time Budget Reductions: \$708,983 General Fund Budgetary Expenditure Decrease

The approved Fiscal Year 2025 Full Time positions were budgeted in full for the fiscal year. As with each fiscal year, there were inevitably personnel turnover and vacancy timings that resulted in budgetary savings. The position vacancies over the first four months have resulted in budgetary savings of approximately \$708,983 in wages and associated benefits. It is requested that the budget savings be reallocated across departments in order to offset increases from the employee contracts noted in expenditure note number one. See **Attachment D** for breakdown of vacancy savings by department.

3. Part-Time Budget Reductions: \$500,000 General Fund Budgetary Expenditure Decrease

As part of the overall FY2025 review process, adopted part-time budgets were reviewed in comparison to prior years, along with current staffing levels and trends. It was determined that reductions could be made to the part time budgets for the 19th District Court (\$150,000), Police (\$200,000), and Fire (\$150,000) Departments. It is requested that the associated budget for these reductions be reallocated across departments in order to offset increase from employee contracts noted in expenditure note number one.

4. Allocation of PA121 of 2024 Funding to Police Expenditures: \$1,340,404 General Fund Expenditure Budgetary Decrease

State of Michigan PA121 Sec. 1054(1)(6) allocates funding to the City of Dearborn for public safety, health and security infrastructure upgrades. The City's FY2025 Adopted Budget allocated General Fund resources of \$1,032,000 for Police Fleet, and \$308,404 for Police car, body, and interview room cameras. It is requested that \$1,340,404 of the grant funding be recognized and used for the Police Fleet and Cameras, and General Fund resources be returned and canceled.

5. Code Enforcement Officers: \$0 General Fund Budgetary effect

Organizational charts and operating structures were also reviewed during the ongoing budgetary examination. The FY2025 adopted budget included 5 part-time code enforcement officers totaling 3.45 FTE's (in addition to 6 full time code enforcement officers, see **Attachment E**). It is being requested that 3 part-time code enforcement officer positions totaling 2.07 FTEs be converted to 1 additional full time code enforcement officer position. With the reductions, there will be a \$0 budgetary effect. This will allow the City to be divided into seven districts, with one full-time code enforcement officer assigned per district to enforce both commercial and residential. The switch to seven districts was piloted during the second half of the summer, and it was found to have better coverage and ability to follow-up with residents and business owners.

**General Fund Summary:****Revenue Changes**

		Budgetary Effect
CVTRS Revenue Updates - Reduction	\$ (499,109)	Revenue Budget Cancellation
LCSA Revenue Updates - Reduction	(2,841,432)	Revenue Budget Cancellation
Recreation Rates & Fees Adjustments	200,000	Revenue Budget Recognition
FY2024 Excess Interest Revenue:		
General Capital Improvement	1,080,285	Revenue Budget Recognition & Cash Transfer to General Fund
Facilities Fund	1,027,488	Revenue Budget Recognition & Cash Transfer to General Fund
IT Fund	375,832	Revenue Budget Recognition & Cash Transfer to General Fund
Fleet Fund	269,816	Revenue Budget Recognition & Cash Transfer to General Fund
Total Revenue Decrease:	(\$387,120)	

Expenditure Changes

Employee Contract Changes	\$ (2,080,558)	Budget Appropriation & Reallocation From Other Personnel Accounts
Full Time Vacancies	708,983	Budget Reallocation to Other Personnel Accounts
Vacancy Adjustments PT:		
19th District Court	150,000	Budget Reallocation to Other Personnel Accounts
Police	200,000	Budget Reallocation to Other Personnel Accounts
Fire	150,000	Budget Reallocation to Other Personnel Accounts
Police Fleet	1,032,000	Budget Cancellation
Police Cameras - FY25	308,404	Budget Cancellation
Total Expenditures Decrease:	\$468,829	



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Respectfully Submitted,

DocuSigned by:

Michael Kennedy

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Michael Kennedy
Finance Director / Treasurer

DocuSigned by:

Corey Jarocki

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Corey Jarocki
Deputy Finance Director

DocuSigned by:

Jeremy J. Romer

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Jeremy J. Romer
Corporation Counsel

Attachment A

**FY2024 Pooled Cash Investment Income
Variance to Budget**

Fund	Description	FY2024 Budget	FY2024 Actual	FY2024 Actual vs. Budget	FY2025 Allocation to General Fund	FY2025 Allocation to Non-General Funds
401	General Capital Improvement	\$ 150,078	\$ 1,230,363	\$ 1,080,285	\$ 1,080,285	\$ -
631	Management Information Systems (IT)	250,423	729,923	479,500	375,832	103,668
634	Facilities Fund	276,024	1,602,499	1,326,475	1,027,488	298,986
668	Fleet Fund	95,838	365,654	269,816	269,816	-
Totals:		\$ 772,363	\$ 3,928,438	\$ 3,156,075	\$ 2,753,421	\$ 402,654

FY2024 Investment Income budget estimates developed for funds listed based on lower pooled cash balances (prior to funding of ARPA projects), and conservative combined return of rate of 2% (based on anticipated interest rate reductions by Federal Reserve).

Actual combined rate of return on Pooled Cash investments was 5.11% for FY2024.

Attachment B

Department	Division	Description of Rate/Fee	Current FY2025 Rate	Proposed January 1 Increase	FY25 Adopted Revenue	Additional Revenue with January 1 price Increase
Recreation	Camp-3065	Gate Fees Cars	\$10	\$2	\$ 90,000	\$ 31,000
Recreation	Camp-3065	Resort Cabin AC/Heat per night	\$165	\$5	182,325	60,000
Recreation	Center Indoor Pool-3044	Indoor Swim Lessons: Residents	\$70	\$5	28,950	7,000
Recreation	City Parks-3014	Picnic Site: 0-50 people -Resident	\$80	\$10	6,300	1,000
Recreation	Dearborn Hills G. C.-3080	Admission Fees-League Greens fees	\$18	\$2	14,615	2,000
Recreation	Dearborn Hills G. C.-3080	Riding 9 Holes Weekday	\$25	\$1	14,615	2,000
Recreation	Dearborn Hills G. C.-3080	Riding 9 Holes Weekend	\$25	\$1	14,615	2,000
Recreation	Dearborn Hills G. C.-3080	Riding 18 Holes Weekday	\$34	\$1	14,615	2,000
Recreation	Dearborn Hills G. C.-3080	Riding 18 Holes Weekend	\$34	\$1	14,615	2,000
Recreation	Dearborn Hills G. C.-3080	Senior Riding 9 Holes All Week	\$22	\$1	14,615	2,000
Recreation	Dearborn Hills G. C.-3080	Senior Riding 18 Holes All Week	\$27	\$1	14,615	2,000
Recreation	Dearborn Hills G. C.-3080	Senior Walking 9 Holes All Week	\$17	\$1	14,615	2,000
Recreation	Dearborn Hills G. C.-3080	Senior Walking 18 Holes All Week	\$22	\$1	14,615	2,000
Recreation	Dearborn Hills G. C.-3080	Walking 9 Holes Weekday	\$20	\$1	14,615	2,000
Recreation	Dearborn Hills G. C.-3080	Walking 9 Holes Weekend	\$20	\$1	14,615	2,000
Recreation	Dearborn Hills G. C.-3080	Walking 18 Holes Weekday	\$26	\$1	14,615	2,000
Recreation	Dearborn Hills G. C.-3080	Walking 18 Holes Weekend	\$26	\$1	14,615	2,000
Recreation	DISC-3060	DISC Skating Lessons Resident-Per Class	\$13	\$1	60,000	2,000
Recreation	DISC-3060	General Admission Public Skating Evening Non-Resident	\$8	\$1	101,000	12,000
Recreation	DISC-3060	Ice Rental Non-Prime Time per hr	\$220	\$10	879,600	26,000
Recreation	DISC-3060	Intro to Hockey per Class: Non-Resident	\$14	\$1	2,880	1,000
Recreation	Facility Administration-3056	Additional Child Fee	\$10	\$5	15,922	4,000
Recreation	Mystic Creek G.C.-3079	Banquet Room rental-5 hours	\$750	\$250	6,000	3,000
Recreation	Mystic Creek G.C.-3079	Banquet Room rental-6 hours	\$1,000	\$250	6,000	7,000
Recreation	Mystic Creek G.C.-3079	General Admission Greens Fees	\$35	\$3	992,500	7,000
Recreation	Outdoor Pools-3045	Pool Tags: Senior - Resident	\$60	\$5	3,900	5,000
Recreation	Outdoor Pools-3050	Dunworth Pool Daily Admissions - Non-Resident	\$15	\$1	50,000	8,000
					\$2,615,372	\$200,000

Attachment C

Summary of Class Comp base/proposed adjustments

Full-Time																						
	Current Salary	Proposed New Salary	Old to New Base Jul 2024 Increase	Percentage Increase	Total Needed Base Inc + 2025 Calc STEP @3.04	In Budget 5.5% estimated	Needed	Less All Other Funds	General Fund 101	Dix-Vernor 250	Warren 251	MIDC 260	Library 271	WDDDA 296	EDDDA 297	Senior Apartments 535	Sewer 590	Water 591	IT 631	Facility 634		
Operative	6,899,301	7,433,004	\$533,703	7.74%	\$671,719	379,462	\$292,257	\$ (121,669)	\$ 170,588	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,121	\$ 29,285	\$ 49,048	\$ -	\$ 24,215		
STP	5,540,980	5,994,150	\$453,170	8.18%	\$558,997	304,754	\$254,243	\$ (116,425)	\$ 137,818	\$ -	\$ -	\$ 4,441	\$ 32,173	\$ -	\$ -	\$ 22,635	\$ 6,388	\$ 38,347	\$ 1,610	\$ 10,831		
Appointees	2,217,044	2,372,928	\$155,884	7.03%	\$155,884	121,937	\$33,947	\$ 15,247	\$ 18,700							\$ 2,339	\$ 1,122	\$ 1,403	\$ 9,354	\$ 1,029		
E&A	7,562,356	8,165,479	\$603,123	7.98%	\$769,170	415,930	\$353,240	\$ (86,897)	\$ 266,343	\$ 1,881	\$ 5,981	\$ 1,673	\$ 16,521	\$ 3,585	\$ 3,390	\$ 2,525	\$ 4,501	\$ 25,563	\$ 19,155	\$ 2,122		
Clerical	4,764,995	5,155,939	\$390,944	8.20%	\$477,979	262,075	\$215,905	\$ (68,175)	\$ 147,729			\$ 5,003	\$ 24,780			\$ 9,987		\$ 27,145	\$ 1,261			
Dispatch - Communications - Supervisors	408,558	449,412	\$40,854	10.00%	\$ 40,854.24	22,471	\$18,384	\$ -	\$ 18,384	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dispatch - Communications - Dispatchers	\$1,579,406	\$1,737,339	\$157,933	10.00%	\$167,140	86,867	\$80,272	\$ -	\$ 80,272	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19th District Court	\$1,881,155	\$2,067,435	\$186,280	9.90%	\$223,458	103,464	\$119,994	\$ -	\$ 119,994	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$30,853,794	\$33,375,686	\$2,521,892	8.20%	\$3,065,201	\$1,696,959	\$1,368,242	(\$377,920)														
Public Safety	Current Salary	Proposed New Salary	Proposed Cost	Percentage Increase	Calculated Increases	In Budget 5.5% estimated	Needed	Less All Other Funds	General Fund 101													
Police	17,085,470	18,110,598	1,025,128	6.00%	\$1,025,128	427,137	\$597,991	\$ -	\$597,991	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire	11,814,280	12,593,682	779,403	6.60%	\$1,007,310	484,571	\$522,739	\$ -	\$522,739	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$28,899,750	\$30,704,280	\$1,804,531	6.20%	\$2,032,438	\$911,708	\$1,120,730	\$0														
ALL Total	\$59,753,544	\$64,079,966	\$4,326,423	7.20%	\$5,097,639	\$2,608,666	\$2,488,972	(\$377,920)	\$ 2,080,558	\$ 1,881	\$ 5,981	\$ 11,118	\$ 73,474	\$ 3,585	\$ 3,390	\$ 56,606	\$ 41,296	\$ 141,506	\$ 31,380	\$ 38,197		

Attachment D

**General Fund:
FY2025 Vacancy Savings**

Department	Division	Vacancy Savings Through October 31, 2024	
Economic Development	City Planning	\$	31,231
Economic Development	Permit Services		67,090
Economic Development	Community Development		28,019
Finance	Accounting		40,859
Finance	Purchasing		18,178
Fire	Fire		37,733
Human Resources	Human Resources		17,875
Philanthropy & Grants	Philanthropy & Grants		49,302
Police	Administration		128,790
Police	Animal Control		14,844
Police	Dispatch		110,973
Public Works & Facilities	Public Services		60,332
Public Works & Facilities	Motor Transport		42,346
Recreation	Theater		15,133
Recreation	Camp Dearborn		46,278
		\$	708,983

Attachment E

CITY OF DEARBORN

Fiscal Year 2025 (7/1/2024 - 6/30/2025) Budgeted Personnel Positions

Increase or (Decrease)	Increase or (Decrease)	FISCAL YEAR 2025				Fund Department Budgeted Position	FISCAL YEAR 2024			
		Full Time FTE	Part Time FTE	Full Time Slots	Full Time FTE		Part Time Slots	Part Time FTE	Full Time Slots	Full Time FTE
						ECONOMIC DEVELOPMENT				
						NEIGHBORHOOD SERVICES				
						101 2914 663				
						OFFICE ASSISTANT I				
						OFFICE ASSISTANT III				
6.00		6.00	6.00			CODE ENFORCEMENT OFFICER				
		2.00	2.00			ENVIRONMENTAL TECHNICIAN II	2.00	2.00		
		0.17	0.17			RESIDENTIAL SERVICES DIRECTOR				
		1.00	1.00			DIR OF ECONOMIC & COMMUNITY DEVELOPMENT	0.17	0.17		
						CODE ENFORCMENT MANAGER	1.00	1.00		
						FIELD INSPECTOR (PT)				
	3.45			5.00	3.45	CODE ENFORCEMENT OFFICER				
6.00	3.45	9.17	9.17	5.00	3.45	TOTAL NEIGHBORHOOD SERVICES	3.17	3.17		



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Approval of Statement of Qualifications List for Architectural & Engineering Services

DEPARTMENT: Purchasing Department, in conjunction with DPWF and Economic Development

BRIEF DESCRIPTION: Requesting approval of the list of qualified firms that applied to be on the City's SOQ list for Architectural & Engineering projects in the City

PRIOR COUNCIL ACTION: CR 9-492-17 approved a previous list of 17 firms in September of 2017.

BACKGROUND: Over the years, architect and engineering services have been needed for various projects. Under this program and in order to shorten the time to process acquisition for these services, the Purchasing Division will process solicitations using pre-qualified vendors who are placed on the list.

FISCAL IMPACT: All services expected to exceed the Council Threshold will be brought to Council for approval.

COMMUNITY IMPACT: The approval of this list will expedite the completion of projects throughout the City, leading to more efficient, as well as cost effective, solutions.

IMPLEMENTATION TIMELINE: This list will be available for use by the Purchasing Department immediately after approval by Council.

COMPLIANCE/PERFORMANCE METRICS: The Purchasing Department will monitor each solicitation individually, and ensure each firm is fulfilling their requirements. In addition, firms may be added to the list should they meet the original requirements in the SOQ.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Award of Qualified Architectural & Engineering Vendors
DATE: October 28, 2024

Summary of Request

Purchasing recommends the approval of a list of qualified architects and engineering contractors to be competitively solicited for related services. This list will be maintained for a five-year period.

It is respectfully requested that Council authorize the list. The resulting contract/purchase orders issued as a result of competitive solicitations shall not be binding until fully executed. Solicitations exceeding Council threshold will be presented to Council for approval.

Background and Justification

Over the years, architect and engineering services have been needed for various projects. Under this program and in order to shorten the time to process acquisition for these services, the Purchasing Division will process solicitations using pre-qualified vendors who are placed on the list as long as the anticipated services needed are under the Council Threshold. All services expected to exceed the Council Threshold will be brought to Council for approval.

Procurement Process

Purchasing solicited responses with process details as follows:

Process: Statement of Qualifications
 Issue Date: July 9th, 2024
 Deadline Date: August 1st, 2024
 Vendors Solicited: 1475
 Solicitations Obtained: 143
 Proposals Received: 20

The responses were evaluated on a pass/fail basis, based on each individual proposal, by DPW, Engineering, and Economic Development, respectively. The results are as follows:

RESPONDER	Pass/Fail
A3C Collaborative Architecture	Pass
CDPA Architects & Planners	Pass
DiClemente Siegel Design Inc.	Pass
Ghafari Associates, LLC	Fail
Hennessey Engineers	Pass
The Mannik & Smith Group, Inc.	Pass



FINANCE


EXECUTIVE SUMMARY AND MEMORANDUM


Matrix Consulting Engineers, Inc.	Fail
Metco Consulting Engineers	Pass
OHM Advisors	Pass
Peter Basso Associates	Fail
PEA Group	Pass
Progressive AE	Pass
Rich & Associates	Pass
Spicer Group, Inc.	Pass
Straub Pettitt Yaste Architects	Pass
Stantec Consulting Michigan Inc.	Pass
TYLin International Great Lakes, Inc.	Pass
Tetra Tech of Michigan PC	Pass
TMP Architecture	Pass
Wakely Associates Inc.	Fail

The above list represents the following areas of expertise: General Architects, Civil Engineers, Mechanical Engineers, Landscape Architects, and Recreational Architects.

All of the above-listed Pass vendors were found to have submitted the most responsive and responsible responses. 2 vendors received 2 or more fails from the (3) reviewers and were deemed fail. 2 additional vendors took exception to our terms and conditions and were deemed fail. The procurement process was in accordance with the Procurement Ordinance and all internal policies and procedures. The Purchasing Division requests approval to proceed with any procurement under the Council Threshold and using only those vendors listed.

Prepared By:


Signed by:

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 Jason Pich, Buyer

DocuSigned by:

 8FDE4119937F442...
 Soud El-Jamaly, City Engineer

DocuSigned by:

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 Angela Fortino, Deputy Director, Economic Development

Department Approval:

DocuSigned by:

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 Tim Hawkins, Director of Public Works & Facilities

Budget Approval:

DocuSigned by:

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 Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

DocuSigned by:

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 Jeremy J. Romer, Corporation Counsel



EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST:

Greenfield Village is seeking City Council approval of a fireworks show on December 5,6,7,8,12,13,14,15,17,18,19,20,21,22,23,26,27,28, 2024 at 10 pm each night. The display will take place at 20900 Oakwood, (map attached). Also requesting the Fire Chief be allowed to set a rain dates as needed and temporary waiver of the noise ordinance.

DEPARTMENT:

Fire Department

BRIEF DESCRIPTION:

Greenfield Village is seeking City Council approval of a fireworks show on December 5, 6, 7, 8, 12, 13, 14, 15, 17, 18 ,19, 20, 21, 22 ,23, 26, 27, 28, 2024 at 10pm each night. The display will take place at 20900 Oakwood, (map attached). Also requesting the Fire Chief be allowed to set a rain date as needed. (See attached back up info). The Fire Marshal has reviewed the plan and has approved of the set up and emergency planning.

PRIOR COUNCIL ACTION:

This is an annual event, with many prior Council approvals.

BACKGROUND

Greenfield Village is seeking City Council approval of a fireworks show on December 5, 6, 7, 8, 12, 13, 14, 15, 17, 18 ,19, 20, 21, 22 ,23, 26, 27, 28, 2024 at 10pm each night. The display will take place at 20900 Oakwood on Greenfield Village property, (map attached). Also requesting the Fire Chief be allowed to set a rain date as needed and temporary waiver of the noise ordinance. (See attached back up info). The Fire Marshal has reviewed the plan and has approved of the set up and emergency planning.

FISCAL IMPACT:

\$200 application fee.

COMMUNITY IMPACT:

Recreational activity for the community.

IMPLEMENTATION TIMELINE:

Event planned for December 5, 6, 7, 8, 12, 13, 14, 15, 17, 18 ,19, 20, 21, 22 ,23, 26, 27, 28, 2024 at 10pm each night.



EXECUTIVE SUMMARY AND MEMORANDUM

COMPLIANCE/PERFORMANCE METRICS:

The Fire Department will monitor the event and ensure compliance with attached plans.

TO: City Council

FROM: Fire Chief Joseph Murray

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Greenfield Village Request for Fireworks Display

DATE: November 4, 2024

Budget Information

Add info or N/A if not applicable

Adopted Budget:	N/A
Amended Budget:	N/A
Requested Budget:	N/A
Funding Source:	N/A
Supplemental Budget:	N/A

Summary of Request

Greenfield Village is seeking City Council approval of a fireworks show on December 5, 6, 7, 8, 12, 13, 14, 15, 17, 18, 19, 20, 21, 22, 23, 26, 27, 28, 2024 at 10pm each night. The display will take place at 20900 Oakwood on Greenfield Village, (map attached). Also requesting the Fire Chief be allowed to set rain dates as needed and temporary waiver of the noise ordinance. (See attached back up info). The Fire Marshal has reviewed the plan and has approved of the set up and emergency planning.

Background and Justification

Greenfield Village is seeking City Council approval of a fireworks show on December 5, 6, 7, 8, 12, 13, 14, 15, 17, 18, 19, 20, 21, 22, 23, 26, 27, 28, 2024 at 10pm each night. The display will take place at 20900 Oakwood on Greenfield Village, (map attached). Also requesting the Fire Chief be allowed to set rain dates as needed and temporary waiver of the noise ordinance. (See attached back up info). The Fire Marshal has reviewed the plan and has approved of the set up and emergency planning.



EXECUTIVE SUMMARY AND MEMORANDUM

Signature Page

DocuSigned by:
Joseph Murray
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Joseph Murray
Fire Chief

DocuSigned by:
Jeremy Romer
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Jeremy Romer
Corporation Counsel



CITY OF DEARBORN

Home Town of Henry Ford

FIRE DEPARTMENT

Joseph Murray
Fire Chief

Abdullah H. Hammoud
Mayor

ADMINISTRATION
313-943-2277

EMERGENCY MANAGEMENT
313-943-5470

EMERGENCY MEDICAL SERVICE
313-943-2016

FIRE MARSHAL DIVISION
313-943-2839

Fire Works Display

Name of Applicant: Zambelli Fireworks Mfg. CO.

Date: December 5-28, 2024

Address of Display: Northeast Corner of Greenfield Village

Shooting Site

- The shooting site shall be isolated
- No smoking within 50' of the pyrotechnics and or fireworks
- If 6" mortars are used, the shooter shall be 75' away behind a sturdy barricade
- Where only electrical ignition is used, the shooter shall be 75' away behind a sturdy barrier

Mortars

- Sizes shall not be intermixed if reloading
- Same size mortars shall be placed in groups
- No debris/water in mortars
- Proper positioning
- Cast iron, stove pipe, corrugated culvert, clay, bamboo, and wood shall not be used
- If mortars are seamed, all seams shall face the same direction
- Shall be buried to a depth of at least two thirds their length
- Separated from each other by at least the diameter of the mortar unless electrically fired
- Where cardboard mortars are buried for more than 12 hours they shall be placed in a water-resistant bag or otherwise protected
- Weather resistant coverings shall be in place when applicable
- Any mortars over 6" shall be pre-loaded

Mortar Racks

- Single break shells not exceeding 6" are permitted to be fired from a securely positioned rack
- Single break shells greater than 8in or multiple break shells shall not be fired from mortar racks
- 7" and 8" shells fired from mortar racks must meet the following criteria:
 - o The mortar is non-metallic
 - o Electrical or equivalent means of remote ignition is used to fire the shell
 - o The Shell is not chain fused to any others
- Mortar racks shall be secure

Chain Fused Mortar Requirements

- 3" or less maximum of 15 mortars
- 4" maximum of 12 mortars
- 5" to 6" maximum of 10 mortars
- Greater than 6" is not allowed
- The above does not apply to boxed finale items 2.5" or less

*****If there is doubt of the integrity of the rack, double the spectator distance separation**

Operation

- Only the operator, authorized assistants and inspectors shall be allowed in the display site during firing
- All personnel in the discharge site shall wear
 - o Head protection
 - o Eye protection
 - o Hearing protection
 - o Foot protection
 - o Cotton, wool, or similarly flame-resistant, long-sleeved, long-legged clothing
- The AHJ shall stop firing if any hazardous condition exists such as:
 - o High winds
 - o Crowd control problems
 - o Adverse weather
- One or more spotters shall watch the flight and behavior of aerial shells and other aerial fireworks to verify that they are functioning as intended
 - o Firing shall be stopped if hazardous debris is observed
 - o Spotter shall be in direct communication with the shooter

Firing Methods

- Shells greater than 6" shall be electrically fired
- If a combination of firing methods is used, the mortars shall be separated by 25'
- Manual electric firing shall include a key operated switch
 - o Two positive actions are required
 - o A light or beeper shall activate when the system is armed
 - o Shooter shall have a clear line of sight to the mortars, unless a spotter in direct communication is used

Misfires

- Mortars shall be marked
- If manually fired, the mortar tube shall be filled with water after a minimum of 15 minutes has elapsed

Linda Cook

Applicant Signature

10/22/24

Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/17/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Acisure, LLC dba Britton Gallagher & Associates One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114	CONTACT NAME: PHONE (A/C, No, Ext): 216-658-7100 FAX (A/C, No): 216-658-7101 E-MAIL ADDRESS: info@brittongallagher.com														
INSURED Zambelli Fireworks Mfg. Co. 280 Executive Dr. Ste 200 Cranberry Township PA 16066	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A: Everest Denali Insurance Company</td> <td>16044</td> </tr> <tr> <td>INSURER B: Axis Surplus Lines Insurance Co.</td> <td>26620</td> </tr> <tr> <td>INSURER C: Arch Speciality Ins Co</td> <td>21199</td> </tr> <tr> <td>INSURER D: Everest Indemnity Insurance Company</td> <td>10851</td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER AFFORDING COVERAGE	NAIC #	INSURER A: Everest Denali Insurance Company	16044	INSURER B: Axis Surplus Lines Insurance Co.	26620	INSURER C: Arch Speciality Ins Co	21199	INSURER D: Everest Indemnity Insurance Company	10851	INSURER E:		INSURER F:	
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INSURER E:															
INSURER F:															

COVERAGES CERTIFICATE NUMBER: 1362477586 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INBR LTR	TYPE OF INSURANCE	ADDL	SUBR	INSD	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
D	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	Y			SI8GL02334-241	2/1/2024	2/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y			SI8CA00277-241	2/1/2024	2/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION	Y	Y			P-001-000791202-03	2/1/2024	2/1/2025	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below				Y/N	N/A			PER STATUTE OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Excess Liability #2	Y	Y			UXP1048057-02	2/1/2024	2/1/2025	Each Occ/Aggregate \$5,000,000 Total Limits 10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Additional insured extension of coverage is provided by above referenced General Liability and Auto Liability policies where required by written agreement.
 Fireworks Display Dates, December 5,6,7,8,12,13,14,15,17,18,19,20,21,23,26,27,28,2024
 Location: Greenfield Village

Additional Insured: City of Dearborn

CERTIFICATE HOLDER The Henry Ford- Marcus Klinger 20900 Oakwood Blvd Dearborn MI 48124	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/17/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Graham Company, a Marsh & McLennan Agency, LLC company One Penn Square West Philadelphia PA 19102	CONTACT NAME: Dina Daniele PHONE (A/C No., Ext): 215-567-6300 FAX (A/C No.): 215-525-0236 E-MAIL ADDRESS: DANIELE_UNIT@grahamco.com INSURER(S) AFFORDING COVERAGE NAIC # INSURER A: Argonaut Insurance Company 19801 INSURER B: PinnaclePoint Insurance Company 15137 INSURER C: _____ INSURER D: _____ INSURER E: _____ INSURER F: _____
INSURED Zambelli Fireworks Manufacturing Co. 120 Marshall Drive Warrendale PA 15086	ZAMBIFR-01

COVERAGES CERTIFICATE NUMBER: 1141683833 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INBR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/OP AGG \$ _____ \$
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS HIRED AUTOS ONLY NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ _____ \$
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ _____ \$
A B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N N/A	WC929078697544 WCP7001893	2/1/2024 2/1/2024	2/1/2025 2/1/2025	X PER STATE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Fireworks Display Dates: December 5,6,7,8,12,13,14,15,17,18,19,20,21,23,26,27,28,2024
 Location: Greenfield Village

CERTIFICATE HOLDER The Henry Ford- Marcus Klinger 20900 Oakwood Blvd Dearborn MI 48124	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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2024 Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY

DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 288	The LEGISLATIVE BODY OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to the Legislative Body of City, Village or Township Board.
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TYPE OF PERMIT(S) (Select all applicable boxes)

<input type="checkbox"/> Agricultural or Wildlife Fireworks	<input type="checkbox"/> Articles Pyrotechnic	<input checked="" type="checkbox"/> Display Fireworks
<input type="checkbox"/> Public Display	<input type="checkbox"/> Private Display	
<input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes		

NAME OF APPLICANT Zambelli Fireworks Mfg. CO		ADDRESS OF APPLICANT 120 Marshall Drive	AGE OF APPLICANT 18 YEARS OR OLDER <input type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER Sal Lanara		ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER Same as above	
IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)		ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	TELEPHONE NUMBER
NAME OF PYROTECHNIC OPERATOR Todd Reiber		ADDRESS OF PYROTECHNIC OPERATOR 26683 Blue Heron, Flat Rock, MI 48134	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER <input type="checkbox"/> YES <input type="checkbox"/> NO
NO. YEARS EXPERIENCE 22+	NO. DISPLAYS 130+	WHERE Throughout Michigan	
NAME OF ASSISTANT		ADDRESS OF ASSISTANT	AGE OF ASSISTANT 18 YEARS OR OLDER <input type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF OTHER ASSISTANT		ADDRESS OF OTHER ASSISTANT	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER <input type="checkbox"/> YES <input type="checkbox"/> NO

EXACT LOCATION OF PROPOSED DISPLAY
Greenfield Village

DATE OF PROPOSED DISPLAY Dec, 5, 6, 7, 8, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 26, 27, 28, 2024	TIME OF PROPOSED DISPLAY 10:00 pm
---	--------------------------------------

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1125 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT) \$10 Million	NAME OF BONDING CORPORATION OR INSURANCE COMPANY Acrisure, LLC dba Britton Gallagher & Associates
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ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)
120	3" Aerial Display Shells (PER NIGHT)
54	4" Aerial Display Shells (PER NIGHT)
50	5" Aerial Display Shells (PER NIGHT)

SIGNATURE OF APPLICANT <i>Sal Lanara (S)</i>	DATE 10/22/24
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Instructions for Application for Fireworks Other Than Consumer or Low Impact

Applications shall be submitted to the legislative body of a city, village or township board. A permit may be issued as a result of official action by the legislative body. A permit shall be valid only for use within the limits of the jurisdiction of the legislative body of a city, village or township board.

1. **Type of Permit – check all boxes that may apply to the type of permit needed. You may select several permit types depending on your fireworks display. You may check with your legislative body of a city, village or township board for assistance when making your selection. Please review the following definitions to determine which type of permit to select:**
 - **Agricultural or Wildlife Fireworks – devices distributed to farmers, ranchers, and growers through a wildlife management program administered by the US Department of Interior or Michigan DNR.**
 - **Articles Pyrotechnic – 1.4G fireworks for professional use only that is classified as UN0431 or UN0432.**
 - **Display Fireworks – 1.3G fireworks for professional use only**
 - **Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes – devices with a combination of chemical elements or compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical or thermal effect for pest or animal control.**
 - **Public Display – a fireworks display that is open to all persons for viewing.**
 - **Private Display – a fireworks display that is not open to the general public for viewing.**
2. **Name of applicant – list the name of the applicant. The applicant may be a person representing an organization, group, firm or corporation, or self. If the applicant is also the operator, enter the same name in the operator's section.**
3. **Address of applicant – complete the address of the applicant; include the street address, city, state and zip code.**
4. **Name of person or resident agent representing corporation, LLC, DBA or other – list the name of the person or resident agent that represents the corporation, LLC, DBA or other.**
5. **Address of person or resident agent that represents the corporation, LLC, DBA or other – list the address of the person or resident agent representing the corporation, LLC, DBA or other.**
6. **Non-resident applicant – list the name of the non-resident applicant. A non-resident applicant shall appoint a Michigan attorney or Michigan resident agent in writing to be the applicant's legal representative upon whom all service of process in any action or proceeding may be served.**
7. **Name of pyrotechnic operator – list the name of the pyrotechnic operator. The pyrotechnic operator is the person in charge of the display. The legislative body of a city, village or township board shall rule on the competency and qualifications of the operator before granting a permit and may require an affidavit from the applicant as to the operator's experience, former pyrotechnic accidents, criminal record, sobriety, etc.**
8. **Address of pyrotechnic operator – list the address of the pyrotechnic operator; include the street address, city, state and zip code.**
9. **Age of the pyrotechnic operator – list the age of the pyrotechnic operator; the operator must be 18 years of age or older.**
10. **Name of assistant – list the name of the assistant to the pyrotechnic operator;**
11. **Address of assistant – list the address of the assistant; include the street address, city, state and zip code. If there is more than one assistant, please list additional assistants on a separate sheet and include the address and age of those additional assistants.**
12. **Age of assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.**
13. **Name of other assistant – list the name of other assistant to the pyrotechnic operator.**
14. **Age of other assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.**
15. **Exact location of proposed display – list the address of the exact location of the proposed fireworks display.**
16. **Date of proposed display – indicate the date of the proposed fireworks display; only one display date can be used per application.**
17. **Time of proposed display – indicate the time of the proposed fireworks display.**
18. **Manner and place of storage - indicate the manner and place of storage within the legislative body of a city, village or township board of fireworks that are ready for display, just prior to the display in the area of exhibition. The legislative body of a city, village or township board shall obtain approval from the local fire authorities of the manner and place of storage before any permit is issued.**

2024 Permit for Fireworks Other than Consumer or Low Impact

Authority: 2011 PA 288	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
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This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes) <input type="checkbox"/> Agricultural or Wildlife Fireworks <input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Display Fireworks <input checked="" type="checkbox"/> Public Display <input type="checkbox"/> Private Display <input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes		FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY. PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)
NAME OF PERSON PERMIT ISSUED TO Zambelli Fireworks Mfg. Co		AGE (18 YEARS OR OLDER) <input type="checkbox"/> YES <input type="checkbox"/> NO
ADDRESS OF PERSON PERMIT ISSUED TO 120 Marshall Drive, Warrendale Pa 15086		
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION Henry Ford Museum		
ADDRESS 20900 Oakwood Blvd, Dearborn, MI 48124		
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary) See Attached		
EXACT LOCATION OF DISPLAY OR USE Northeast Corner of Greenfield Village		
CITY, VILLAGE, TOWNSHIP Dearborn, MI		DATE Dec. 5, 6, 7, 8, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 26, 27, 28, 2024
BOND OR INSURANCE FILED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		TIME 0:00pm AMOUNT

Issued by action of the Legislative Body of the

City
 Village
 Township of _____ on the _____ day of _____, 2024.

(Signature and Title of Legislative Body Representative)

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT



DEPARTMENT OF JUSTICE

Bureau of Alcohol, Tobacco,
Firearms and Explosives

Martinsburg, WV 25405

July 10, 2024

ZAMBELLI FIREWORKS MANUFACTURING CO
ZAMBELLI FIREWORKS INTERNATIONALE
120 MARSHALL DRIVE
WARRENDALE, PA 15086

901090: MH/CMS
5400
File Number: 8-PA-02043

Premises Address: 120 MARSHALL DRIVE WARRENDALE, PA 15086

Dear Sir/Madam:

This letter acknowledges receipt of your timely application to renew your Federal explosives license/permit.

The Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) is not able to process your application prior to the expiration date of your license/permit. However, Federal law allows you to continue operations under your current license/permit until such time as ATF completes processing your application. See 5 U.S.C. § 558. This letter, or as explained below, a follow-up letter, will serve as your license/permit until we complete action on your renewal. It is referred to as a Letter of Authorization (LOA).

Since we have not completed processing your application, you may supply a copy of this letter to other licensees/permittees, e.g., your distributors, for the next six months (or until we complete action on your renewal, if that occurs in less than six months) as evidence of your licensed/permitted status. If we have not completed processing your application for renewal within six months of the date of this letter, we will send you another letter, which will also be valid for six months (or until we complete action on your renewal, if that occurs in less than six months). This is of course contingent upon your remaining entitled to continue operations under your current license/permit.

Please direct questions or concerns regarding this letter to Chanon Shipman (304)616-4436.

Sincerely,

Marna Howard

Chief, Federal Explosives Licensing Center

ATF web address: www.atf.gov

U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives

Federal Explosives License/Permit (18 U.S.C. Chapter 40)

ATF Form 5400.14/5400.15 Part I
Revised September 2011

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF Correspondence To ATF - Chief, FELC 244 Needy Road Martinsburg, WV 25405-9431	License/Permit Number 8-PA-003-20-4B-02043
Chief, Federal Explosives Licensing Center (FELC) <i>Mama Howard</i>	Expiration Date February 1, 2024

Name
ZAMBELLI FIREWORKS INTERNATIONALE

Previous Address (Changes? Notify the FELC at least 10 days before the move.)
**120 MARSHALL DRIVE
WARRENDALE, PA 15086**

Type of License or Permit
20-MANUFACTURER OF HIGH EXPLOSIVES

Purchasing Certification Statement

The licensee or permittee named above shall use a copy of this license or permit to assist a transferee of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

Mailing Address (Changes? Notify the FELC of any changes.)

**ZAMBELLI FIREWORKS MANUFACTURING CO
ZAMBELLI FIREWORKS INTERNATIONALE
120 MARSHALL DRIVE
WARRENDALE, PA 15086**

Ralph E. McFarland
Licensee/Permittee Responsible Person Signature

Ralph E. McFarland
Printed Name

Mama Howard
Position/Title

2-15-2022
Date

Previous Edition is Obsolete

ATF Form 5400.14/5400.15 Part I
Revised September 2011

Federal Explosives License (FEL) Customer Service Information

Federal Explosives Licensing Center (FELC)
244 Needy Road
Martinsburg, WV 25405-9431

Toll-free Telephone Number: (877) 283-3352
Fax Number: (304) 616-4401
E-mail: FELC@atf.gov

ATF Homepage: www.atf.gov

Change of Address (27 CFR 555.54(a)(1)). Licensees or permittees may during the term of their current license or permit remove their business or operations to a new location at which they intend regularly to carry on such business or operations. The licensee or permittee is required to give notification of the new location of the business or operations not less than 10 days prior to such removal with the Chief, Federal Explosives Licensing Center. The license or permit will be valid for the remainder of the term of the original license or permit. (The Chief, FELC, shall, if the licensee or permittee is not qualified, refer the request for amended license or permit to the Director of Industry Operations for denial in accordance with § 555.54.)

Right of Succession (27 CFR 555.59). (a) Certain persons other than the licensee or permittee may secure the right to carry on the same explosive materials business or operations at the same address shown on, and for the remainder of the term of, a current license or permit. Such persons are: (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee or permittee; and (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business or operations shall furnish the license or permit for that business or operations for endorsement of such succession to the Chief, FELC, within 30 days from the date on which the successor begins to carry on the business or operations.

(Continued on reverse side)

Cut Here X

Federal Explosives License/Permit (FEL) Information Card

License/Permit Name: **ZAMBELLI FIREWORKS MANUFACTURING CO**

Business Name: **ZAMBELLI FIREWORKS INTERNATIONALE**

License/Permit Number: **8-PA-003-20-4B-02043**

License/Permit Type: **20-MANUFACTURER OF HIGH EXPLOSIVES**

Expiration: **February 1, 2024**

Please Note: Not Valid for the Sale or Other Disposition of Explosives.



DEPARTMENT OF JUSTICE

Bureau of Alcohol, Tobacco,
Firearms and Explosives

Martinsburg, WV 25403

July 10, 2024

**ZAMBELLI FIREWORKS MANUFACTURING CO
ZAMBELLI FIREWORKS INTERNATIONALE
120 MARSHALL DRIVE
WARRENDALE, PA 15086**

**901090: MH/CMS
5400
File Number: 8-PA-02044**

Premises Address: 120 MARSHALL DRIVE WARRENDALE, PA 15086

Dear Sir/Madam:

This letter acknowledges receipt of your timely application to renew your Federal explosives license/permit.

The Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) is not able to process your application prior to the expiration date of your license/permit. However, Federal law allows you to continue operations under your current license/permit until such time as ATF completes processing your application. See 5 U.S.C. § 558. This letter, or as explained below, a follow-up letter, will serve as your license/permit until we complete action on your renewal. It is referred to as a Letter of Authorization (LOA).

Since we have not completed processing your application, you may supply a copy of this letter to other licensees/permittees, e.g., your distributors, for the next six months (or until we complete action on your renewal, if that occurs in less than six months) as evidence of your licensed/permitted status. If we have not completed processing your application for renewal within six months of the date of this letter, we will send you another letter, which will also be valid for six months (or until we complete action on your renewal, if that occurs in less than six months). This is of course contingent upon your remaining entitled to continue operations under your current license/permit.

Please direct questions or concerns regarding this letter to Chanon Shipman (304)616-4436.

Sincerely,

Marna Howard

Chief, Federal Explosives Licensing Center

ATF web address: www.atf.gov

U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives

Federal Explosives License/Permit
(18 U.S.C. Chapter 40)

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53. See "WARNINGS" and "NOTICES" on reverse.

Direct ATF Correspondence To ATF - Chief, FELC 244 Needy Road Martinsburg, WV 25405-9431	License/Permit Number 8-PA-003-23-4B-02044
Chief, Federal Explosives Licensing Center (FELC) <i>Mama Howard</i>	Expiration Date February 1, 2024

Name
ZAMBELLI FIREWORKS INTERNATIONALE

Previous Address (Changes? Notify the FELC at least 10 days before the move.)

**120 MARSHALL DRIVE
WARRENDALE, PA 15086**

Type of License or Permit

23-IMPORTER OF HIGH EXPLOSIVES

Purchasing Certification Statement

The licensee or permittee named above shall use a copy of this license or permit to assist a transferee of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A fitted, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives License (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

Mailing Address (Changes? Notify the FELC of any changes.)

**ZAMBELLI FIREWORKS MANUFACTURING CO
ZAMBELLI FIREWORKS INTERNATIONALE
120 MARSHALL DRIVE
WARRENDALE, PA 15086**

Ralph E. McFarland
Licensee/Permittee Responsible Person Signature

Mama
Position/Title

RALPH E. MCFARLAND
Printed Name

2-15-2022
Date

Previous Edition is Obsolete. Submit to Bureau for processing to all relevant, interested parties as appropriate by 1 month before the expiration date.

ATF Form 5400.14/5400.15 Part 1
Revised September 2011

Federal Explosives License (FEL) Customer Service Information

Federal Explosives Licensing Center (FELC)
244 Needy Road
Martinsburg, WV 25405-9431

Toll-Free Telephone Number: (877) 283-3352
Fax Number: (304) 616-4401
E-mail: FELC@atf.gov

ATF Homepage: www.atf.gov

Change of Address (27 CFR 555.54(a)(1)). Licensees or permittees may during the term of their current license or permit remove their business or operations to a new location at which they intend regularly to carry on such business or operations. The licensee or permittee is required to give notification of the new location of the business or operations not less than 10 days prior to such removal with the Chief, Federal Explosives Licensing Center. The license or permit will be valid for the remainder of the term of the original license or permit. (The Chief, FELC, shall, if the licensee or permittee is not qualified, refer the request for amended license or permit to the Director of Industry Operations for denial in accordance with § 555.54.)

Rights of Succession (27 CFR 555.59). (a) Certain persons other than the licensee or permittee may secure the right to carry on the same explosive materials business or operations at the same address shown on, and for the remainder of the term of, a current license or permit. Such persons are: (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee or permittee; and (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business or operations shall furnish the license or permit for that business or operations for endorsement of such succession to the Chief, FELC, within 30 days from the date on which the successor begins to carry on the business or operations.

(Continued on reverse side)

Get Here X

Federal Explosives License/Permit (FEL) Information Card

License/Permit Name: **ZAMBELLI FIREWORKS MANUFACTURING CO**

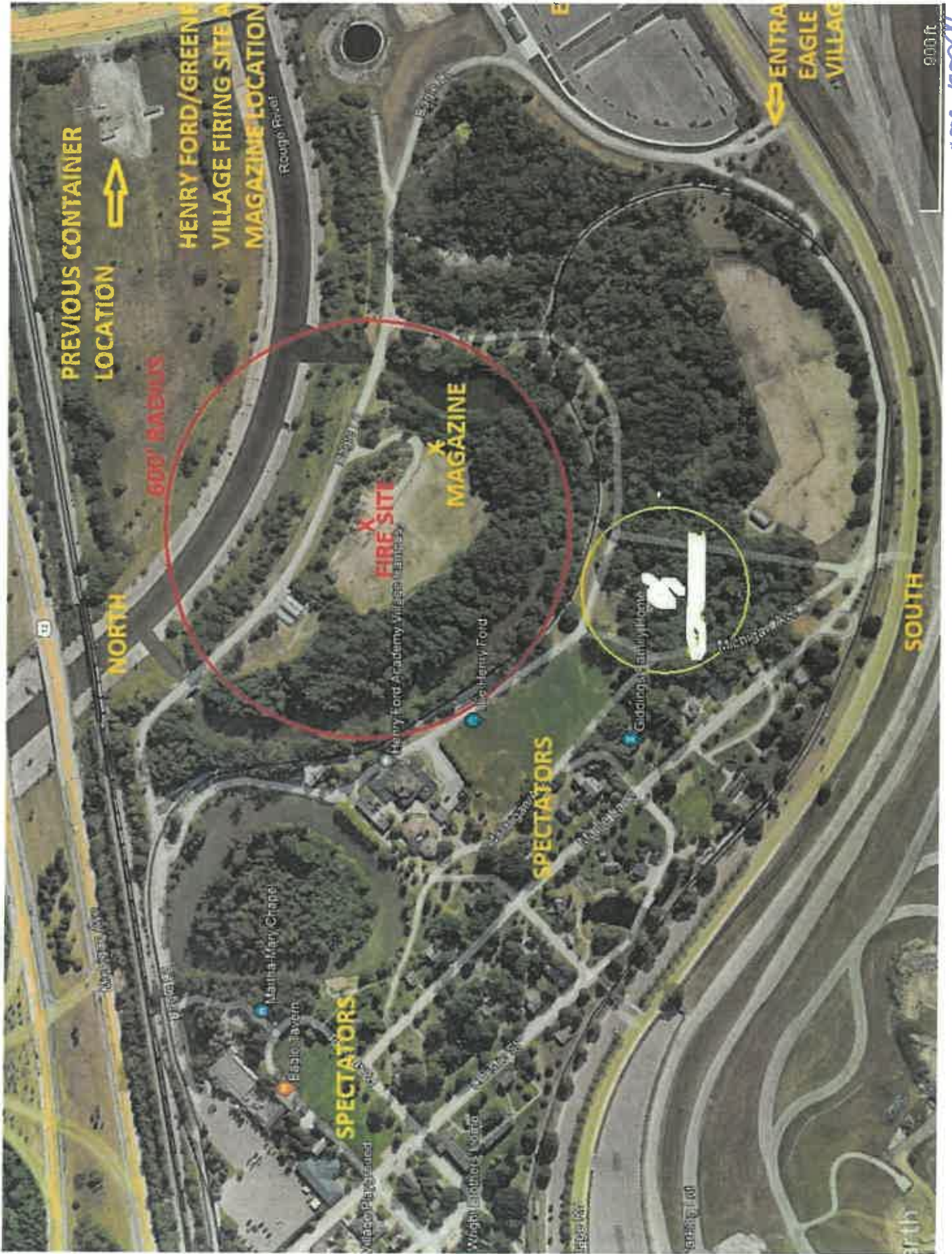
Business Name: **ZAMBELLI FIREWORKS INTERNATIONALE**

License/Permit Number: **8-PA-003-23-4B-02044**

License/Permit Type: **23-IMPORTER OF HIGH EXPLOSIVES**

Expiration: **February 1, 2024**

Please Note: Not Valid for the Sale or Other Disposition of Explosives.



APPROVED 10/29/24
[Signature]
 ALL INFORMATION IS CONFIDENTIAL

NFA 1123
 TABLE 5.1.3.1



Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/5/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
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Show Comments: Please pack as listed. Customer checks. Replace following electrical at Dearborn mag. Send a power pack, 15 - 16 foot 30 pin slats and 15 cables. Old equipment will be returned to plant.

Opening Finale				
- 085FN030002	3 Inch Finale	20	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	10	3 Finale - Crackling Spider w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuro's w/ Tail (30)	
Body				
- 125PP040A1	4 Inch PP	36	4 Dominator Prestige A1 Assortment - 24 Effects w/ Tails (36)	
- 125PP050A2	5 Inch PP	18	5 Dominator Prestige A2 Assortment - 18 Effects - No Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
Grand Finale				
- 085FN030002	3 Inch Finale	40	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	50	3 Finale - Crackling Spider w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0402304T	4 Inch Finale	12	4 Finale - Rainbow Dahlia w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/6/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
---------------	--------------------	------------	-------------------------	------------

Show Comments: Pack as listed. Customer checks.

Opening Finale				
- 085FN0302304T	3 Inch Finale	20	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	10	3 Finale - Twinkling Crown Kamuro w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuro w/ Tail (30)	
Body				
- 085PP040	4 Inch PP	36	4 Assorted Prepack (36)	
- 125PP050A1	5 Inch PP	18	5 Dominator Prestige A1 Assortment - 18 Effects w/ Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
Grand Finale				
- 085FN0302304T	3 Inch Finale	40	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	50	3 Finale - Twinkling Crown Kamuro w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0406007	4 Inch Finale	12	4 Finale - Crackling Spider w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



520510

Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/7/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
Opening Finale				
- 085FN030002	3 Inch Finale	20	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	10	3 Finale - Crackling Spider w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuro w/ Tail (30)	
Body				
- 125PP040A1	4 Inch PP	36	4 Dominator Prestige A1 Assortment - 24 Effects w/ Tails (36)	
- 125PP050A2	5 Inch PP	18	5 Dominator Prestige A2 Assortment - 18 Effects - No Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
Grand Finale				
- 085FN030002	3 Inch Finale	40	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	50	3 Finale - Crackling Spider w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0402304T	4 Inch Finale	12	4 Finale - Rainbow Dahlia w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



520511

Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/8/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
Opening Finale				
- 085FN0302304T	3 Inch Finale	20	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	10	3 Finale - Twinkling Crown Kamuro w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuro w/ Tail (30)	
Body				
- 085PP040	4 Inch PP	36	4 Assorted Prepack (36)	
- 125PP050A1	5 Inch PP	18	5 Dominator Prestige A1 Assortment - 18 Effects w/ Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
Grand Finale				
- 085FN0302304T	3 Inch Finale	40	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	50	3 Finale - Twinkling Crown Kamuro w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0406007	4 Inch Finale	12	4 Finale - Crackling Spider w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/12/2014	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
Opening Finale				
- 085FN030002	3 Inch Finale	20	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	10	3 Finale - Crackling Spider w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuro w/ Tail (30)	
Body				
- 125PP040A1	4 Inch PP	36	4 Dominator Prestige A1 Assortment - 24 Effects w/ Tails (36)	
- 125PP050A2	5 Inch PP	18	5 Dominator Prestige A2 Assortment - 18 Effects - No Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
Grand Finale				
- 085FN030002	3 Inch Finale	40	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	50	3 Finale - Crackling Spider w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0402304T	4 Inch Finale	12	4 Finale - Rainbow Dahlia w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



520513

Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/13/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
Opening Finale				
- 085FN0302304T	3 Inch Finale	20	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	10	3 Finale - Twinkling Crown Kamuros w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuros w/ Tail (30)	
Body				
- 085PP040	4 Inch PP	36	4 Assorted Prepack (36)	
- 125PP050A1	5 Inch PP	18	5 Dominator Prestige A1 Assortment - 18 Effects w/ Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
Grand Finale				
- 085FN0302304T	3 Inch Finale	40	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	50	3 Finale - Twinkling Crown Kamuros w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0406007	4 Inch Finale	12	4 Finale - Crackling Spider w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/14/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Qty</u>
Opening Finale				
- 085FN030002	3 Inch Finale	20	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	10	3 Finale - Crackling Spider w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuro w/ Tail (30)	
Body				
- 125PP040A1	4 Inch PP	36	4 Dominator Prestige A1 Assortment - 24 Effects w/ Tails (36)	
- 125PP050A2	5 Inch PP	18	5 Dominator Prestige A2 Assortment - 18 Effects - No Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
Grand Finale				
- 085FN030002	3 Inch Finale	40	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	50	3 Finale - Crackling Spider w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0402304T	4 Inch Finale	12	4 Finale - Rainbow Dahlia w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/15/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lenara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazines:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
Opening Finale				
- 085FN0302304T	3 Inch Finale	20	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	10	3 Finale - Twinkling Crown Kamuro w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuro w/ Tail (30)	
Body				
- 085PP040	4 Inch PP	36	4 Assorted Prepack (36)	
- 125PP050A1	5 Inch PP	18	5 Dominator Prestige A1 Assortment - 18 Effects w/ Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
Grand Finale				
- 085FN0302304T	3 Inch Finale	40	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	50	3 Finale - Twinkling Crown Kamuro w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0406007	4 Inch Finale	12	4 Finale - Crackling Spider w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



520516

Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/17/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
Opening Finale				
- 085FN030002	3 Inch Finale	20	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	10	3 Finale - Crackling Spider w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuro w/ Tail (30)	
Body				
- 125PP040A1	4 Inch PP	36	4 Dominator Prestige A1 Assortment - 24 Effects w/ Tails (36)	
- 125PP050A2	5 Inch PP	18	5 Dominator Prestige A2 Assortment - 18 Effects - No Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
Grand Finale				
- 085FN030002	3 Inch Finale	40	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	50	3 Finale - Crackling Spider w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0402304T	4 Inch Finale	12	4 Finale - Rainbow Dahlia w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/18/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
Opening Finale				
- 085FN0302304T	3 Inch Finale	20	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	10	3 Finale - Twinkling Crown Kamuros w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuros w/ Tail (30)	
Body				
- 085PP040	4 Inch PP	36	4 Assorted Prepack (36)	
- 125PP050A1	5 Inch PP	18	5 Dominator Prestige A1 Assortment - 18 Effects w/ Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
Grand Finale				
- 085FN0302304T	3 Inch Finale	40	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	50	3 Finale - Twinkling Crown Kamuros w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0406007	4 Inch Finale	12	4 Finale - Crackling Spider w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



520518

Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/19/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
Opening Finale				
- 085FN030002	3 Inch Finale	20	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	10	3 Finale - Crackling Spider w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuro w/ Tail (30)	
Body				
- 125PP040A1	4 Inch PP	36	4 Dominator Prestige A1 Assortment - 24 Effects w/ Tails (36)	
- 125PP050A2	5 Inch PP	18	5 Dominator Prestige A2 Assortment - 18 Effects - No Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
Grand Finale				
- 085FN030002	3 Inch Finale	40	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	50	3 Finale - Crackling Spider w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0402304T	4 Inch Finale	12	4 Finale - Rainbow Dahlia w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



520519

Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/20/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
Opening Finale				
- 085FN0302304T	3 Inch Finale	20	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	10	3 Finale - Twinkling Crown Kamuros w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuros w/ Tail (30)	
Body				
- 085PP040	4 Inch PP	36	4 Assorted Prepack (36)	
- 125PP050A1	5 Inch PP	18	5 Dominator Prestige A1 Assortment - 18 Effects w/ Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
Grand Finale				
- 085FN0302304T	3 Inch Finale	40	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	50	3 Finale - Twinkling Crown Kamuros w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0406007	4 Inch Finale	12	4 Finale - Crackling Spider w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



520520

Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/21/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
Opening Finale				
- 085FN030002	3 Inch Finale	20	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	10	3 Finale - Crackling Spider w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuro w/ Tail (30)	
Body				
- 125PP040A1	4 Inch PP	36	4 Dominator Prestige A1 Assortment - 24 Effects w/ Tails (36)	
- 125PP050A2	5 Inch PP	18	5 Dominator Prestige A2 Assortment - 18 Effects - No Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
Grand Finale				
- 085FN030002	3 Inch Finale	40	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	50	3 Finale - Crackling Spider w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0402304T	4 Inch Finale	12	4 Finale - Rainbow Dahlia w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



520521

Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/22/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
Opening Finale				
- 085FN0302304T	3 Inch Finale	20	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	10	3 Finale - Twinkling Crown Kamuro w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuro w/ Tail (30)	
Body				
- 085PP040	4 Inch PP	36	4 Assorted Prepack (36)	
- 125PP050A1	5 Inch PP	18	5 Dominator Prestige A1 Assortment - 18 Effects w/ Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
Grand Finale				
- 085FN0302304T	3 Inch Finale	40	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	50	3 Finale - Twinkling Crown Kamuro w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0406007	4 Inch Finale	12	4 Finale - Crackling Spider w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/23/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lamara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
Opening Finale				
- 085FN030002	3 Inch Finale	20	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	10	3 Finale - Crackling Spider w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuro w/ Tail (30)	
Body				
- 125PP040A1	4 Inch PP	36	4 Dominator Prestige A1 Assortment - 24 Effects w/ Tails (36)	
- 125PP050A2	5 Inch PP	18	5 Dominator Prestige A2 Assortment - 18 Effects - No Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
Grand Finale				
- 085FN030002	3 Inch Finale	40	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	50	3 Finale - Crackling Spider w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0402304T	4 Inch Finale	12	4 Finale - Rainbow Dahlia w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/26/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
Opening Finale				
- 085FN0302304T	3 Inch Finale	20	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	10	3 Finale - Twinkling Crown Kamuro w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuro w/ Tail (30)	
Body				
- 085PP040	4 Inch PP	36	4 Assorted Prepack (36)	
- 125PP050A1	5 Inch PP	18	5 Dominator Prestige A1 Assortment - 18 Effects w/ Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
Grand Finale				
- 085FN0302304T	3 Inch Finale	40	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	50	3 Finale - Twinkling Crown Kamuro w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0406007	4 Inch Finale	12	4 Finale - Crackling Spider w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6 Firewire Initiator (40)	



Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 10
Show Date: 12/27/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
Opening Finale				
- 085FN030002	3 Inch Finale	20	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	10	3 Finale - Crackling Spider w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuro w/ Tail (30)	
Body				
- 125PP040A1	4 Inch PP	36	4 Dominator Prestige A1 Assortment - 24 Effects w/ Tails (36)	
- 125PP050A2	5 Inch PP	18	5 Dominator Prestige A2 Assortment - 18 Effects - No Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
Grand Finale				
- 085FN030002	3 Inch Finale	40	3 Finale - Assorted Colored Chrys and Peonies w/ Tail (60)	
- 085FN0306007	3 Inch Finale	50	3 Finale - Crackling Spider w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0402304T	4 Inch Finale	12	4 Finale - Rainbow Dahlia w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



Work Order

Henry Ford Museum	Dearborn, MI	Total Squibs: 99	5" Racks: 16
Show Date: 12/28/2024	Show Type: Standard	2" Racks: 0	6" Racks: 0
Salesperson: Salvatore Lanara	Current Revision: 3	2.5" Racks: 0	7" Racks: 0
Firing Method: Pin Board	Duration: 5 min @ 10:00pm	3" Racks: 13	8" Racks: 0
Mortar Allocation: Preload Racks	Magazine:	4" Racks: 9	10" Racks: 0
Pack from: Edinburg			
Ship to Facility: Dearborn, MI			

<u>Item #</u>	<u>Shell Class</u>	<u>Qty</u>	<u>Item Description</u>	<u>Rev</u>
Opening Finale				
- 085FN0302304T	3 Inch Finale	20	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	10	3 Finale - Twinkling Crown Kamuros w/ Tail (60)	
- 085FN0409011	4 Inch Finale	6	4 Finale - Long Duration Kamuros w/ Tail (30)	
Body				
- 085PP040	4 Inch PP	36	4 Assorted Prepack (36)	
- 125PP050A1	5 Inch PP	18	5 Dominator Prestige A1 Assortment - 18 Effects w/ Tails (18)	
- 159PP050	5 Inch PP	24	5 Assorted Prepack (24)	
<i>Comment: Customer requested special shells</i>				
- 159SF05061803	5 Inch	1	5 Red Heart	
- 159SF05061540	5 Inch	1	5 Smiling Face Pattern	
- 125SF050E896-BW	5 Inch	1	5 Strobe Waterfalls - Brocade to White Strobe	
Grand Finale				
- 085FN0302304T	3 Inch Finale	40	3 Finale - Rainbow Dahlias w/ Tail (60)	
- 085FN0308505T	3 Inch Finale	50	3 Finale - Twinkling Crown Kamuros w/ Tail (60)	
- 085FS030025	3 Inch Finale Sal	10	3 Finale - Titanium Salutes w/ Tails (60)	
- 085FN0406007	4 Inch Finale	12	4 Finale - Crackling Spider w/ Tail (30)	
- 085FN0509011	5 Inch Finale	5	5 Finale - Long Duration Kamuro w/ Tail (15)	
8 - Ignition Items - 102SQ060FW	Squibs	105	6' Firewire Initiator (40)	



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Award of Contract for A&E Services for Fire Department Training and Emergency Management Facility

DEPARTMENT: Fire Department, In Conjunction with Purchasing

BRIEF DESCRIPTION: The City of Dearborn has been awarded a \$500,000 grant from the Wayne County Land Grant to fund the rehabilitation and renovation of the vacated animal shelter. The goal of this project is to convert the facility into a fire department office, training classroom, and emergency operations center. The Fire Department, in conjunction with Purchasing, is respectfully requesting Council to award a contract for A&E services to DiClemente and Siegel Design Inc. which submitted the lowest responsive and responsible bid. These services are needed to ensure the grant funds are spent appropriately and that the end result of this project will allow for the most efficient and effective use of the facility. \$40,000 of the grant will be used for A&E services.

PRIOR COUNCIL ACTION: CR # 4-158-24 – Corporation Council be authorized to review and approve all necessary agreements with Wayne County Land bank associated with the BEP program \$500,000 grant.

BACKGROUND: The City of Dearborn has been awarded a \$500,000 grant from the Wayne County Land Grant to fund the rehabilitation and renovation of the old animal shelter. The new facility will be designed to accommodate administrative offices and a dual-purpose training classroom/emergency operations center.

FISCAL IMPACT: \$43,500

Wayne County Land Grant to cover \$40,000.00, The City will cover \$3,500.00

COMMUNITY IMPACT: The goal of this project is to create a multi-use facility that would allow for a more collaborative workspace that will be shared by the various fire department divisions. This will result in improving the fire department's efficiency and effectiveness in carrying out its mission to provide the citizens of the City of Dearborn with the highest quality fire and emergency medical response services available.

IMPLEMENTATION TIMELINE: Once awarded the design should be completed within 90 days.

COMPLIANCE/PERFORMANCE METRICS: The Fire Department will monitor the completion of this contract.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Award of Contract for A&E Services for Fire Department Training and Emergency Management Facility
DATE: November 1, 2024

Budget Information

Project:	K25525 – Fire Training Center FY25
Total Approved Project Budget:	\$3,500
Available Project Budget:	\$3,500
Requested Amount:	\$43,500
Funding Source:	Facilities Fund, Fire, Capital Project Support, Architect & Engineering Services
Supplemental Budget:	\$40,000 to be paid directly from the Wayne County Land Grant

Summary of Request

Purchasing, on behalf of the Fire Department, recommends the award of a contract for A&E Services for a Fire Department Training and Emergency Management Facility to DiClemente Siegel Design Inc., which submitted the lowest responsive and responsible bid.

It is respectfully requested that Council authorize the award. The resulting contract shall not be binding until fully executed.

Background and Justification

The City of Dearborn has been awarded \$500,000 from the Wayne County Land Bank to fund the rehabilitation and remodeling of the existing building located at 2651 Greenfield Rd. (vacated animal shelter) into a multi-use facility that will house several administrative offices, a training classroom, and an emergency operations center. To ensure that these grant funds are appropriately utilized, the Fire Department is requesting approval of the A&E contract to DiClemente Siegel Design Incorporated.

Approval of this award will provide the Fire Department with the necessary information and guidance to develop a design that maximizes the use of space to meet the project's goal of increased workflow, efficiency, and readiness.

Procurement Process

Purchasing solicited bids with process details as follows:

Process:	Invitation to Bid
Issue Date:	September 10, 2024



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Deadline Date: October 16, 2024
 Vendors Solicited: 168
 Solicitations Obtained: 74
 Bids Received: 7

The bids were evaluated with the assistance of key staff from the Fire Department and are shown in the following bid summary:

BIDDER	TOTAL BID
DiClemente Siegel Design, Inc.	\$43,500
A3C	\$50,830
CDPA Architects	\$64,000
Krieger Group	\$69,795
Sidock Group	\$89,100
Spicer Group	\$111,776
Neumann Smith Architects	\$134,000

The procurement process was in accordance with the Procurement Ordinance and all internal policies and procedures. The Purchasing Division requests approval to proceed with the procurement.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Prepared By:

DocuSigned by:

Mark Rozinsky

Mark Rozinsky, Purchasing Manager

Department Approval:

DocuSigned by:

Joseph Murray

Joseph Murray, Fire Chief

Budget Approval:

DocuSigned by:

Michael Kennedy

Michael Kennedy, Treasurer & Finance Director

Initial

CS

Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

Jeremy J. Romer, Corporation Counsel

**FINANCE****EXECUTIVE SUMMARY AND MEMORANDUM**

Immediate Effect Requested

REQUEST: Purchase Turnout Gear Extractor Machines from Universal Laundry Machinery

DEPARTMENT: Fire Department

BRIEF DESCRIPTION:

The Fire Department, in conjunction with Purchasing, recommends the Sole Source purchase of Turnout Gear Extractor Machines, from Universal Laundry Machinery

PRIOR COUNCIL ACTION:

C.R. 9-463-24 authorized the Finance Director to recognize and appropriate revenue in the amount \$349,966, with a 10% local match, in the General Fund (Fire Department), from the FY 2023 FEMA Assistance to Firefighters Grant (AFG); a portion of which was planned for the purchase of the Extraction Machines.

BACKGROUND:

The Fire Department has received an AFG grant award to purchase new firefighting turnout gear extractors. Turnout gear extractors are large commercial style washing machines that are designed to remove the contaminants and carcinogens from the protective gear worn during firefighting and emergency responses. This equipment is also compliant with NFPA 1851 which sets the standard for the proper cleaning of firefighting garments. The ability to keep this protective gear as clean and contaminate free as possible is a key component to reducing the firefighter's exposure to harmful combustion by-products and carcinogens. The fire department does currently have extractors that were purchased approximately 20 years ago. The existing extractors are no longer supported by the manufacturer and are well past their anticipated service life.

FISCAL IMPACT:

\$72,089

COMMUNITY IMPACT:

The purchase of this equipment will help to reduce healthcare costs and workers compensation claims associated with the long-term treatment of chronic diseases and cancers. Ensuring the health and safety of our firefighters not only reduces the cost to taxpayers but also promotes a more satisfied and effective workforce.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

IMPLEMENTATION TIMELINE:

Provided services will continue without interruption.

COMPLIANCE/PERFORMANCE METRICS:

Fire Department staff will confirm delivery and quality of purchased equipment.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Purchase Turnout Gear Extractor Machines
DATE: November 5, 2024

Budget Information

Adopted Budget:	\$60,000
Amended Budget:	\$132,089
Requested Amount:	\$72,089
Funding Source:	General Fund, Fire, Operating Supplies, Equipment, Capital
Supplemental Budget:	N/A

Summary of Request

The Fire Department, in conjunction with Purchasing, recommends authorizing the purchase of Turnout Gear Extraction Machines, from Universal Laundry Machinery

It is respectfully requested that Council authorize this purchase although the resulting contract shall not be binding until fully executed.

Immediate effect is requested.

Background and Justification

The Fire Department has been awarded a FEMA AFG grant to purchase 5 turnout gear extractor machines. These machines are needed to clean and decontaminate firefighting garments.

The purchase of this equipment will allow for the proper cleaning and decontamination of firefighting garments and is essential to reducing the exposure of firefighters to combustion by-products and carcinogens. Improving the health and wellness of the fire departments members is key to creating a positive workplace culture and also equates to lower healthcare costs, reduced workers compensation claims, and reduces the amount of work days missed due to chronic health conditions.

Procurement Process

The procurement process was in accordance with the Procurement Ordinance Section 2-568 (6b.) Sole Source Procurement, and all internal policies and procedures. The Purchasing Division requests approval to proceed with the procurement.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Prepared By:

DocuSigned by:

Jay Andrews

A06626461856403...

Jay Andrews, Sr. Buyer

Department Approval:

DocuSigned by:

Joseph Murray

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Joseph Murray, Fire Chief

Budget Approval:

DocuSigned by:

Michael Kennedy

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Michael Kennedy, Treasurer & Finance Director

Initial

CS

Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

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Jeremy J. Romer, Corporation Counsel



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Renewal of Contract for Insurance at Suzanne Sareini East and John B. O'Reilly, Jr. West

DEPARTMENT: Law Department and Housing, in conjunction with Purchasing

BRIEF DESCRIPTION: The City's current contract with broker Stevenson Company (Housing Authority Insurance, carrier) for commercial general liability and property insurance coverage at Suzanne Sareini East and John B. O'Reilly, Jr. West expires on November 30, 2024. It is recommended that the City renew the contract to broker Stevenson Company (Housing Authority Insurance, carrier) for coverage from 12/1/24 through 11/30/25.

PRIOR COUNCIL ACTION: 11-618-22 – First year of contract with broker Stevenson Company

BACKGROUND: CR 11-618-22 approved the City's current contract with broker Stevenson Company for a term of one year with two (2) one-year renewals, which are subject to cost fluctuation. Under this contract, the City's expiring insurance is provided by Housing Authority Insurance, carrier, at a rate of \$131,543 for 12/1/23 through 11/30/24. The City's current broker, Stevenson Company, marketed the expiring coverage to current carrier Housing Authority Insurance, Assisted Housing Risk Management Association, Gallagher Insurance Group, and Nova Casualty Insurance. Current carrier, Housing Authority Insurance, the only company to provide a quote, offered a rate of \$133,517 for the requested coverage from 12/1/24 through 11/30/25. The coverage includes General Liability, Wrongful Acts Liability, Employment Practices Liability, Real and Personal Property, and Crime & Dishonesty.

FISCAL IMPACT: \$133,517 for coverage from 12/1/24 to 11/30/25

COMMUNITY IMPACT: Insurance coverage at Suzanne Sareini East and John B. O'Reilly, Jr. West

IMPLEMENTATION TIMELINE: Contract term from 12/1/24 through 11/30/25

COMPLIANCE/PERFORMANCE METRICS: This contract is managed by the Housing and Legal Departments



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Renewal of Contract for Insurance at Suzanne Sareini East
 and John B. O'Reilly, Jr. West
DATE: October 29, 2024

Budget Information

Adopted Budget: \$149,714
 Amended Budget: \$149,714
 Requested Amount: \$133,517
 Funding Source: SRS Apt. Operating Fund, Housing, Hubbard Manors, General Insurance
 Supplemental Budget: N/A

Summary of Request

Purchasing, on behalf of the Legal Department, recommends the competitive purchase of insurance for Suzanne Sareini East and John B. O'Reilly, Jr. West from Stevenson Company (broker) through Housing Authority Insurance (carrier). The program through Stevenson Company offers an annual rate of \$133,517 per year for the requested coverage for 12/1/24 through 11/30/25. This is the final renewal year of the contract.

It is respectfully requested that Council authorizes the award of a one-year renewal contract with immediate effect in order to avoid gaps in coverage. The resulting contract shall not be binding until fully executed.

Background and Justification

CR 11-618-22 approved the City's current contract with broker Stevenson Company for a term of one year with two (2) one-year renewals, which are subject to cost fluctuation. Under this contract, the City's expiring insurance is provided by Housing Authority Insurance, carrier, at a rate of \$131,543 for 12/1/23 through 11/30/24. The City's current broker, Stevenson Company, marketed the expiring coverage to current carrier Housing Authority Insurance, Assisted Housing Risk Management Association, Gallagher Insurance Group, and Nova Casualty Insurance. Current carrier, Housing Authority Insurance, the only company to provide a quote, offered a rate of \$133,517 for the requested coverage from 12/1/24 through 11/30/25. The coverage includes General Liability, Wrongful Acts Liability, Employment Practices Liability, Real and Personal Property, and Crime & Dishonesty.

Historical annual premiums are as follows:

2019 - \$61,002
 2020 - \$76,197
 2021 - \$121,394
 2022- \$113,122.54



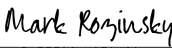
FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

2023- \$131,543.00

Signature Page

Prepared By:

DocuSigned by:

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Mark Rozinsky, Purchasing Manager

Department Approval:

DocuSigned by:

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Rebecca Schultz, Assistant Corporation Counsel

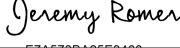
Budget Approval:

DocuSigned by:

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Michael Kennedy, Finance Director/Treasurer

Initial


Corporation Counsel Approval:

DocuSigned by:

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Jeremy J. Romer, Corporation Counsel

OFFICE OF THE MAYOR



TO: CITY COUNCIL
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: NEW APPOINTMENT - HOUSING COMMISSION
DATE: NOVEMBER 7, 2024

Pursuant to City of Dearborn Code of Ordinance Section 2-472 and City Charter Section 10.9, the Mayor shall appoint members of the Housing Commission, subject to approval by the City Council.

Name: Ali Farhat

Status: New Appointment

Filling a Vacancy for: Zeinab Chami-Younes, resigned May 3, 2024

Current Term Ending: June 30, 2027 to complete Zeinab Chami-Younes' term

Term Duration: 5 Years

Attendance: N/A

Phone: (313) 932-4111

Email: crownegroupllc@gmail.com

Mailing Address: 3641 Katherine Street, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Works and Facilities Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: NEW APPOINTMENT - HOUSING COMMISSION
DATE: NOVEMBER 7, 2024

I hereby certify that the following appointment has been made to the Housing Commission in accordance with City of Dearborn Code of Ordinance Section 2-472 and City Charter Section 10.9

See C.R. ___ *Insert the CR that confirmed this appointment* _____

Name: Ali Farhat

Status: New Appointment

Filling a Vacancy for: Zeinab Chami-Younes, resigned May 3, 2024

Current Term Ending: June 30, 2027 to complete Zeinab Chami-Younes' term

Term Duration: 5 Years

Attendance: N/A

Phone: (313) 932-4111

Email: crownegroupllc@gmail.com

Mailing Address: 3641 Katherine Street, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Works and Facilities Department
cc: Law Department



Dearborn Commissions Application

Submission Date

October 14 2024

First Name

Ali

Last Name

Farhat

Phone

+13139324111

Email

crownegroupplc@gmail.com

Home Address

3641 Katherine Street, Dearborn, MI, USA

Years of Residency in Dearborn

10

Occupation

property manager

Company

crowne property group

Length of Service

5 years

Business Address

23875 michigan ave ste 557 dearborn mi 48124

Business Telephone Number

3139324111

Level of Education

High School Degree

Name of Educational Institution & Graduation Year

some college at Wayne State University - 2006-2009

Commissions & Boards

Housing Commission

Why do you want to join the environmental commission? What environmental issues are of greatest concern for you?

[This question was not answered]

Are you a veteran?

No

Which Branch Did You Serve?

[This question was not answered]

What Was Your Rank?

[This question was not answered]

Years of Service?

[This question was not answered]

Memberships, Civic Activities, and Awards Received

[This question was not answered]

Do you Have a Resume?

No

Description of Professional History

I have been a licenced Realtor since 2008 Started with Century 21 Curran and Christie - Quality Service award winner Started my property management business in 2019

Resume

[This question was not answered]

Submitted on October 14 2024

Powered by  **monday.com**

Ali Farhat aka Alex

3641 Katherine st. Dearborn, MI 48124

313-932-4111 | afarhat21@gmail.com | [<https://www.linkedin.com/in/alex-farhat-realtor>]

PROFESSIONAL SUMMARY

Highly motivated and results-driven Property Manager and Realtor with over 15 years of experience in managing residential and commercial properties, leasing, real estate transactions, and client relations. Proven track record of maximizing property value, reducing vacancy rates, and delivering top-notch customer service. Strong negotiation skills with in-depth knowledge of local real estate markets, property laws, and regulations. Adept at resolving tenant concerns, managing budgets, and leading teams to drive operational excellence.

CORE COMPETENCIES

- Property Management
- Real Estate Sales and Leasing
- Tenant Relations and Lease Negotiation
- Market Analysis and Property Valuation
- Budget Management and Financial Reporting
- Maintenance Coordination and Vendor Relations
- Property Marketing and Promotion
- Contract Drafting and Compliance
- Client Relationship Management
- Local and State Property Laws Expertise

PROFESSIONAL EXPERIENCE

Property Manager

[Crowne Property Group], [Dearborn] | [01, 2019] – Present

- Oversee day-to-day operations of [50] residential/commercial units, ensuring high tenant satisfaction and efficient property performance.
- Develop and execute comprehensive property management strategies to reduce vacancy rates by [60]%, resulting in increased occupancy and rental income.
- Manage leasing processes, including tenant screening, lease drafting, and renewals, ensuring compliance with state and local rental laws.
- Implement cost-effective maintenance plans, coordinating with contractors and vendors to ensure timely repairs and preventive maintenance schedules.
- Foster positive relationships with tenants, promptly addressing concerns and resolving disputes, contributing to high retention rates and positive reviews.

- Ensure compliance with building codes, safety regulations, and legal requirements.
- Conduct regular property inspections, identifying areas for improvement and implementing corrective actions as necessary.

Key Achievements:

- Reduced tenant turnover by [60]% through improved communication and tenant relations.
- Increased property value by [40]% through strategic upgrades and regular maintenance efforts.

Realtor

[Century 21, Keller Williams, Own it Realty], [Dearborn] | [February, 2008] – Present

- Guide buyers, sellers, and investors through property transactions, offering market insights and providing tailored advice to meet their specific needs.
- Conduct market analysis and property valuations to establish accurate pricing strategies, ensuring competitive listings and maximum profitability.
- Negotiate contracts on behalf of clients, consistently achieving favorable terms and ensuring all parties comply with transaction regulations and deadlines.
- Develop marketing campaigns to promote properties, leveraging digital platforms, open houses, and network connections to drive exposure and increase buyer interest.
- Collaborate with lenders, inspectors, and legal professionals to facilitate seamless transactions from listing to closing.
- Build and maintain a robust network of clients and industry contacts, consistently generating new leads and referrals through exceptional service.

Key Achievements:

- Closed [50] real estate transactions within [one year]
- Achieved client retention and repeat business by delivering exceptional customer service.
- Increased listing visibility and sales through innovative marketing techniques, reducing average property days on the market

EDUCATION & CERTIFICATIONS

[Wayne State University], [Detroit]

Attendance Date: [March, 2006]

- Certified Property Manager (CPM)
- Licensed Realtor and Broker, [MI]

- S.F.R. Certified (Short sales , Foreclosure, Real Estate Owned)

TECHNICAL SKILLS

- Property Management Software: [Buildium]
- CRM Platforms: [Follow Up Boss]
- Microsoft Office Suite (Word, Excel, PowerPoint)
- Real Estate Marketing Tools (MLS, Zillow, Realtor.com)
- Social Media Platforms for Marketing (Facebook, Instagram, LinkedIn)

PROFESSIONAL AFFILIATIONS

- Member, National Association of Realtors (NAR)
- Member, [Dearborn Board of Realtors]

AWARDS & RECOGNITIONS

- [Quality Service Award] – [90% Client Reviews], [2009]
- [Gold and Silver Awards] – [Units in Production], [2017-2023]

REFERENCES

Available upon request.

Feel free to adjust the numbers, company names, and personal details based on your actual experience. Let me know if you'd like to customize further!

MAYOR'S OFFICE



TO: CITY COUNCIL
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: DOWNRIVER COMMUNITY CONFERENCE MEMBERSHIP
DATE: NOVEMBER 6, 2024

The Mayor's Office requests authorization to renew a city-wide membership with the Downriver Community Conference (DCC) for October 2023 – September 2024. Please note, with the DCC's concurrence, this membership renewal request was delayed until the DCC was able to submit its annual Return on Investment Report (ROI), which was received in October of 2024.

The City of Dearborn has been a member of the Downriver Community Conference since 2001. From 2001 until FY18, the cost for this citywide membership remained stable at \$4,750.00. In FY19, due to increasing costs, the DCC developed a new formula for assessing dues which established Dearborn's cost for membership at \$20,536.96. In FY23, Dearborn's cost for membership was increased to \$21,419.71.

To refresh your knowledge, the DCC is established through an Inter-Local Agreement for the purpose of assisting communities with federal and state governmental agencies. The enclosed Return on Investment Report provides examples of what our community receives for the annually paid membership dues.

The membership dues for FY24 are budgeted in city-wide account 101-1299-421-65.00.

If this membership renewal is approved by City Council, immediate effect is requested to avoid a possible interruption of services.

Abdullah H. Hammoud
Mayor

Downriver Community Conference

DEARBORN

Community Return On Investment Report

Downriver Community Conference (DCC) management and staff compiled data on DCC's programs and services, and developed a community report format designed to inform each of our member communities of the "Return On Investment" they and their residents receive for the membership dues they pay annually.

This report provides you with information about the programs and services provided to your residents through DCC, and other benefits available through membership. It is difficult for us to cover every service of value that you may receive from DCC, and as you will see in the report, some of our programs and services are not exactly quantifiable, in terms of direct dollar value.

We hope you find this report valuable and that you will continue to refer your residents to DCC for services as appropriate. All DCC managers are willing to answer any questions you may have concerning our programs/services, and you should feel free to contact us directly anytime.

TRANSPORTATION

DCC provides transportation services to area residents under a variety of funding sources. This includes non-emergency medical transportation for older adults and individuals with disabilities. Please note that tracking of transportation services is generally done by location of the "pick-up" or starting point for each trip, rather than by the community of residence of the rider, but in most cases the pick-up point is the customer's residence.

In Fiscal Year 2022-2023, DCC Transportation provided a total of **43 one-way trips** to residents of your community. Types of trips included:

- Taking DCC's Michigan Works customers on job-related trips, such as training, work experience, job interviews, pre-employment physicals and other required trips
- Non-Emergency medical trips, such as kidney dialysis, for individuals with a disability

Cost per one-way trip for contracting purposes is \$60.00, making the value of this service to your community **\$2,580.00** for the 2022-2023 program year.

WORKFORCE DEVELOPMENT

DCC operates four major Workforce Development Programs:

PARTNERSHIP ACCOUNTABILITY TRAINING HOPE (PATH) – This is the State of Michigan's welfare reform program for recipients of TANF (formerly AFDC). Individuals are referred to DCC by area Department of Health and Human Services offices. **Services for your community are provided by a different service provider as the PATH program service area is dictated by DHHS.**

Workforce Innovation and Opportunity Act (WIOA) – This is the federal employment training program that has been in place for several years. The program is divided into several "titles"; DCC provides services to Economically Disadvantaged Adults, Dislocated Workers, Displaced Homemakers and Youth (ages 14 – 24).

Return on Investment Report – Dearborn

Page 2

For all these populations combined, DCC enrolled and served **5** residents of your community in the 2022/2023 program year; **2** of these residents were placed in employment, generating tax revenue for your community, and reducing the amount of unemployment benefits and other public assistance received; and **7** customers were placed at employers in your community (these customers may not be members of your community). The Wall Street Journal (2009) placed the value of Career Coaching and Employment Services such as these at \$5,255.85/person, making the minimal total estimated value of these services **\$26,279.25**. There was 1 resident who received training at a cost of **\$4,320**. Training must be directly linked to employment opportunities (in-demand) and is geared to help the individual obtain and retain employment.

Employment Service – This is the largest program, providing job search assistance to a universal population, and is funded under the federal Wagner-Peyser Act. Additionally, this program serves individuals filing for unemployment benefits who must first register through the Employment Service and develop and place their resume on the Pure Michigan MI Talent Connect website, the State’s electronic labor exchange system. Employment Service clients receive unlimited resource room use, Unemployment Insurance (UI) validations, job search assistance, resume development, cover letter writing, career coaching, referral and information, job fairs and career events, referrals to programs and community resources, copy, fax, phone, printing, computer use, basic instruction in facilitating on-line job search and on-line applications, and career research and labor market information. Average values for services are: Resume Writing \$100 to \$400; Cover Letter Writing \$139- \$300 per letter; and Career Coaching \$50 to \$100 per hour (information on value obtained from Zip Jobs and Thumbtack websites). For Program Year 2022-23, there were **1,343** units of service provided to residents of your community through this program. There were **9,277** units of service provided to Downriver residents (DCC member communities) by DCC staff at several sites across the region (the system does not allow for unduplicated customer count).

Trade Adjustment Assistance (TAA) – The Trade Adjustment Assistance Program provides a full array of reemployment services to individuals who lose their job as a result of foreign trade, allowing them to gain the skills, credentials and support necessary to re-enter today’s labor market. Once a petition, filed on behalf of the group of affected workers, is approved by the United States Department of Labor, these workers may receive the following benefits and services to transition into new careers:

- Reemployment and Case Management: career guidance, pre-vocational services, job search support, labor market information, assessment, supportive services, information on financial aid, employment planning and information on training.
- Up to 130 weeks of training including classroom training, on-the-job training, customized training, and apprenticeships. Those eligible may also receive up to 130 weeks of income support while in training.
- A wage subsidy is available to workers who are 50 years of age or older and are re-employed at an annual wage of less than \$50,000.00
- Job Search Allowance provides reimbursement for job search costs outside of a worker’s commuting area, and Relocation Allowance is a reimbursement of costs associated with relocation to a job outside of the worker’s local area.

Return on Investment Report – Dearborn

Page 3

In Program Year 2022-23, 2 of your residents were served through this program; with \$60,575.25 total in training funds obligated for 2 of your residents.

THE ECONOMIC DEVELOPMENT DEPARTMENT has evolved over the 45 years of DCC's history to address the needs of our member communities. It has provided small business assistance in various capacities since the beginning through counseling, government contract opportunities, and access to small business loan programs. Recently, the Economic Development Department was awarded a grant through the federal Economic Development Administration for assistance with revitalization in the riverfront communities. While Dearborn is not an official part of the grant at this time, we anticipate this being a springboard for continued expansion in services to all of the DCC member communities in the future.

Brownfield Redevelopment

The Downriver Area Brownfield Consortium (DABC), formed and coordinated by DCC, is recognized as one of the leading brownfield programs in the country. The DCC administers the EPA Revolving Loan Fund (RLF) Program. This program is used to “jump start” major clean-up and redevelopment projects. Over 500 sites in the region have already been assessed, cleaned up or are in the process. Several sites have been redeveloped and are producing tax revenue for their communities (see Dearborn's site list below). These projects have generated or retained jobs for the region over the years the program has been in existence. The program has leveraged over \$600 million in investment to the member communities. The DCC continues to serve the region through the EPA Brownfield Redevelopment Program. Jordan Twardy, Dearborn's Economic Development Director, serves as an active Brownfield Board member. Other successful Brownfield projects completed for Dearborn include:

- City of Dearborn – Former Hyatt Regency Hotel, in 2022-23 Received \$25,487.50 in assessment funds.
- City of Dearborn – Former Montgomery Wards: \$1,017,931 (RLF loan for \$817,931 and sub-grant for \$200,000) to the City of Dearborn BRA funded environmental response actions at an abandoned former Montgomery Wards' retail store and automotive repair center. The property was redeveloped into a \$45,000,000 mixed-use development that eliminated environmental risks and aesthetic impacts to the community caused by the existence of this contaminated, blighted property at a major intersection in the downtown district.
- City of Dearborn – Former Quality Inn: The approximately \$411,500 RLF subgrant to the City of Dearborn funded environmental response actions at the former Quality Inn brownfield site. The site was redeveloped into a student housing complex for the nearby University of Michigan, Dearborn campus.
- City of Dearborn – Municipal Center: A \$142,029.20 loan was awarded for asbestos abatement in preparation for redevelopment of the former City Hall to an artist gallery/residence facility. The gallery/residence has been completed.
- City of Dearborn – 7041 Orchard Ave.: A \$200,000 subgrant was awarded for the 7041 Orchard Street project. The industrial property was acquired through tax foreclosure and will be redeveloped for residential infill in accordance with the City's master plan. The subgrant funds were used for asbestos abatement activities and soil remediation to clean the site to residential use standards in preparation for housing units.

Return on Investment Report – Dearborn

Page 4

SUMMER YOUTH PROGRAM

DCC recently completed operating our eighth consecutive Summer Youth Program, through funding from the Detroit Wayne Integrated Health Network (DWIHN). The program provides meaningful summer employment to youth ages 14 to 24 who suffer from behavioral health issues, or who might otherwise be exposed to situations which could lead to the development of behavioral health issues. In addition to the work experience, the youth attend a one-day workshop on a variety of job and career-related topics.

In Program Year 2022, 1 Dearborn resident was served through this program generating \$1,658.88 in wages (at \$11.00 to \$14.00 per hour).

DOWNRIVER MUTUAL AID

SWAT

Dearborn and DMA SWAT have been training together and will be incorporating each other for back up SWAT needs. Currently the DMA SWAT team is experiencing a shortage in manpower. DMA is in the process of expanding the team. Dearborn is a vital partner during this time.

Dearborn does not have their own Bearcat SWAT vehicle or a Negotiator's vehicle. DMA SWAT continues to provide Dearborn use of its SWAT Bearcat and CNT Command Post when needed. **Value of these two vehicles alone exceeds \$100,000.00.**

DMA Police:

The DMA Police provides four types of services to member communities.

Support and licensing for 911 services: benefit per community is **\$22,019.79.**

Support and licensing for radio services, including tower maintenance and groundskeeping: benefit per community is **\$30,175.40.**

Continuous updating of the 911 map, as new streets and addresses are created, and the sharing of those updates with the State of Michigan as required: estimated benefit per community is **\$1,437.50.**

Professional services provided through DCC admin, including fiduciary services, personnel, legal services, insurance, and office supplies, etc.: benefit per community is **\$13,798.00.**



**PARKS
& RECREATION**

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Approval of Michigan State Police Contract at Camp Dearborn

DEPARTMENT:

Parks & Recreation

BRIEF DESCRIPTION:

It is respectfully requested that City Council authorize the renewal-contract for the Michigan State Police Services at Camp Dearborn. The contract is back dated to October 1, 2024, and runs through September 30, 2025.

PRIOR COUNCIL ACTION:

CR: 9-485-23

BACKGROUND:

Michigan State Police has provided Armed Police Services at Camp Dearborn since 2018. They provide coverage 24/7 from Memorial Day through Labor Day, including coverage on all Friday's and Saturday's in the month of October. The contract covers all MSP officer wages, OT Costs, as well as mileage to and from Camp Dearborn.

FISCAL IMPACT:

\$200,000 approved as part of the FY25 Budget for Recreation - Camp Dearborn

COMMUNITY IMPACT:

Approval of the contract will allow for uninterrupted coverage of Police Services at Camp Dearborn for the 2025 camping season.



**PARKS
& RECREATION**

EXECUTIVE SUMMARY AND MEMORANDUM

IMPLEMENTATION TIMELINE:

Immediate Effect is Requested.

COMPLIANCE/PERFORMANCE METRICS:

Parks & Recreation will work with the Michigan State Police to ensure full compliance of the contract.



**PARKS
& RECREATION**

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: Sean Fletcher, Director of Parks & Recreation
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Approval of the Michigan State Police contract for Camp Dearborn
DATE: 11/4/2024

Budget Information

Adopted Budget: \$200,000
Amended Budget: 200,000
Requested Amount: N/A
Funding Source: General Fund
Supplemental Budget: N/A

Summary of Request

It is respectfully requested that City Council authorize the renewal-contract for the Michigan State Police Services at Camp Dearborn. The contract is back dated to October 1, 2024, and runs through September 30, 2025. Michigan State Police has provided Armed Police Services at Camp Dearborn since 2018. They provide coverage 24/7 from Memorial Day through Labor Day, including coverage on all Friday's and Saturday's in the month of October. The contract covers all MSP officer wages, OT Costs, as well as mileage to and from Camp Dearborn.



**PARKS
& RECREATION**

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate effect is requested.

Background and Justification

It is respectfully requested that City Council approve this agenda item as presented.



**PARKS
& RECREATION**

EXECUTIVE SUMMARY AND MEMORANDUM

Signature Page

DocuSigned by:

Daniel Plamondon

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Daniel Plamondon 11/4/2024

Assistant Director of Parks & Recreation

DocuSigned by:

Sean R Fletcher

503098961A7C461...

Sean R Fletcher 11/4/2024

Director of Parks & Recreation

DocuSigned by:

Issa Shahin

1053E1C7585A436...

Issa Shahin 11/5/2024

Police Chief

DocuSigned by:

Jeremy Romer 11/5/2024

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Jeremy Romer

Corporation Counsel

CONTRACTUAL SERVICES AGREEMENT
between the
THE MICHIGAN DEPARTMENT OF STATE POLICE
and
The City of Dearborn

This Agreement is entered into this 9th day of October, 2024, by and between the Michigan Department of State Police ("the MSP") and City of Dearborn ("Dearborn"). The MSP and Dearborn are collectively referred to as "the Parties."

The Parties desire to enter into a contract for the purpose of the MSP providing law enforcement services to Dearborn in connection with police services at Camp Dearborn and to set forth the terms, conditions, and obligations of the Parties.

I. The Parties agree as follows:

1. The MSP will provide law enforcement services in connection with scheduled Camp Dearborn police services. Such services may include traffic control, crowd management, and enforcement of the laws of the State of Michigan.
2. Dearborn shall pay the MSP for all costs incurred in providing law enforcement services in connection with Camp Dearborn for the period beginning October 1, 2024 and ending September 30, 2025. All costs include, but are not limited to, personnel overtime wages, retirement costs per hour per officer, command officer, or support staff. In addition, Dearborn shall pay for any and all patrol car mileage incurred at the actual mileage rate as approved by the Vehicle and Travel Services Division of the Michigan Department of Technology, Management and Budget at the time of service. Use of MSP Aircraft (if any) shall be reimbursed at a fixed rate at the time of service.
3. Except as provided in this Agreement, Dearborn shall not be obligated to contribute any money toward the expense of MSP officers, command officers, or support staff for services provided under this Agreement.
4. The MSP agrees to provide such law enforcement services as are mutually agreeable to the Parties, except that, nothing in this Agreement shall be construed as in any way limiting the authority of the MSP's personnel to enforce the laws of the State of Michigan.
5. The MSP is obligated to provide law enforcement services in connection with this Agreement only to the extent that personnel resources are reasonably available to work the assignment and the MSP Commander or their representative shall have the right to withdraw some or all MSP personnel from this assignment in case of an emergency. Dearborn shall not be responsible for compensating the MSP for the costs of MSP personnel for the time they are withdrawn from the assignment described in this Agreement.
6. While providing services pursuant to this Agreement, MSP personnel may generate police reports, citations, operational plans, activity reports, or other documents required by law or MSP policy and all such documents shall be retained by the MSP consistent with the MSP's policies and procedures.
7. MSP personnel shall not be, nor deemed to be, employees or agents of Dearborn for any purpose whatsoever; Dearborn personnel shall not be, nor deemed to be, employees or agents of the MSP for any purpose whatsoever; each party shall retain and maintain supervisory control over its employees. Any and all liability for acts or omissions of each party's personnel will be the sole responsibility of the person and the party involved. The Parties do not expressly or impliedly assume any liability for the acts or omissions of the other party or the other party's personnel.
8. The MSP shall provide, and maintain exclusive control of, law enforcement related equipment to be used by MSP personnel. Dearborn may provide meeting space, access to restrooms, and other facilities mutually agreed upon by the Parties as necessary to carry out the MSP's responsibilities under this Agreement.
9. The Parties will hold special conferences upon the request of either party for the purposes of resolving any mutual problems that may arise in the enforcement of this Agreement. Any portion of this Agreement that may be subject to interpretation will be addressed at said special conferences.
10. The terms for this Agreement may be renegotiated at any time upon the written request of either party. This Agreement may only be amended by a written document signed by the Parties, by and through their duly authorized representatives.

11. Either party may terminate this Agreement for any reason, provided that at least 30 days advance written notice of termination is given to the non-terminating party by the terminating party.
12. This Agreement is the complete and exclusive statement of the agreement between the Parties with respect to the subject matter thereof, and supersedes all prior negotiations, representations, proposals, and other communications between the Parties either oral or written.
13. This Agreement is legally binding and will be enforced according to the laws of the state of Michigan.
14. This Agreement does not create any right in any third party to bring any action under this Agreement or any action to enforce this Agreement.
15. This Agreement is effective when signed by the Parties, by and through their duly authorized representatives, in Section III below.

II. Approval and Execution of Agreement by MSP

Worksite Commander Signature	Worksite: MSP Metro North Post	Date
Printed or Typed Name F/Lt. Keyonn Whitfield		

District or Division Commander Signature	District or Division: Second District Headquarters	Date
Printed or Typed Name Captain Phillip Menna		

III. Approval and Execution of Agreement by City of Dearborn

Address 16901 Michigan Ave.			
City Dearborn	State MI	Zip 48126	General Phone Number with Area Code
Billing Contact Name	Billing Contact Email Address		Billing Contact Phone Number with Area Code
Billing Street Address (if different from above)	City	State	ZIP Code
Signature of Organization Representative	Title		Date
Printed or Typed Name of Organization Representative			



EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST:

City Council approval is requested for a resolution for a mural that would be painted on the north side (interior) of the Ford Community & Performing Arts Center between the gym and aquatic center.

DEPARTMENT:

Parks & Recreation

BRIEF DESCRIPTION:

The Parks & Recreation Department has submitted an application to the Detroit Institute of Arts for a grant to create and paint a mural on the interior wall, former climbing wall space, of the Ford Community and Performing Arts Center. This work would take place during the Annual Maintenance Week Shutdown of 2025 (August 25-31). The City of Dearborn will have final say of any rendering before work begins.

PRIOR COUNCIL ACTION:

N/A

BACKGROUND:

Partners in Public Art (PiPA) is a collaboration between the Detroit Institute of Arts (DIA), the Wayne County Art Institute Authority and cities and townships throughout Wayne County to co-create community-driven, highly visible public murals that express the unique stories and interests of each community. This program is one of the many ways the DIA strives to help residents of Wayne County find personal meaning in art. Public art partnerships and project locations must be authorized by a vote of the respective city or township council. Each community is responsible for maintenance of the mural and an MOU is reviewed and signed during the process.

FISCAL IMPACT:

Net-Zero Impact to General Fund

COMMUNITY IMPACT:

Murals add color, texture, and dimension to buildings, streets, and public areas, making them more inviting and visually appealing. This can improve the quality of life for the community and help attract visitors, which can have positive social and economic benefits for the community.



EXECUTIVE SUMMARY AND MEMORANDUM

IMPLEMENTATION TIMELINE:

Immediate Effect is Requested.

COMPLIANCE/PERFORMANCE METRICS:

Recreation Administration will work with Partners in Public Art (PiPA) for a successful installation of the new art mural.



**PARKS
& RECREATION**

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: Sean Fletcher, Director of Parks & Recreation
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Resolution for new Art Mural at the Ford Community & Performing Arts Center
DATE: 11/4/2024

Budget Information

Adopted Budget: N/A
Amended Budget: N/A
Requested Amount: N/A
Funding Source: N/A
Supplemental Budget: N/A

Summary of Request

The Parks & Recreation Department has submitted an application to the Detroit Institute of Arts for a grant to create and paint a mural on the interior of the Ford Community and Performing Arts Center. The City of Dearborn will have final say of any rendering before work begins.

Partners in Public Art (PiPA) is a collaboration between the Detroit Institute of Arts (DIA), the Wayne County Art Institute Authority and cities and townships throughout Wayne County to co-create community-driven, highly visible public murals that express the unique stories and interests of each community. This program is one of the many ways the DIA strives to help residents of Wayne County find personal meaning in art.

Public art partnerships and project locations must be authorized by a vote of the respective city or township council. Each community is responsible for maintenance of the mural and an MOU is reviewed and signed during the process.

The DIA/PiPA are accepting grant requests for 2025, and a total of three communities will be chosen each calendar year. Murals will be installed on publicly-owned buildings only (libraries, recreation centers, city office buildings, etc.). Partners in Public Art is funded by generous community investment in the Detroit Institute of Arts' millage, passed by the voters, for the purpose of enriching the quality of life in Wayne County.



**PARKS
& RECREATION**

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate effect is requested.

Background and Justification

It is respectfully requested that City Council approve this agenda item as presented.



**PARKS
& RECREATION**

EXECUTIVE SUMMARY AND MEMORANDUM

Signature Page

DocuSigned by:

Daniel Plamondon

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Daniel Plamondon 11/4/2024

Assistant Director of Parks & Recreation

DocuSigned by:

Sean R Fletcher

503098961A7C461...

Sean R Fletcher 11/4/2024

Director of Parks & Recreation

DocuSigned by:

Jeremy Romer

E7A573BA25E3460...

Jeremy Romer 11/4/2024

Corporation Counsel



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect is Requested

I

REQUEST: Award of Contract for Updated Network Video Recorders (NVR) at City Parks

DEPARTMENT: Innovation and Technology, and Parks and Recreation

BRIEF DESCRIPTION: The Innovation & Technology Department, and the Department of Parks & Recreation, in conjunction with Purchasing, recommends the award of contract to D/A Central, for NVR Upgrades at City Parks

PRIOR COUNCIL ACTION: N/A

BACKGROUND:

The City's Parks Department currently operates multiple Network Video Recorders (NVRs) at various locations, including Hemlock, Ford Field, Ford Woods/DISC, Levagood/Dunworth, Lapeer, and Crowley. These NVRs are responsible for managing video feeds from security cameras at each site. However, the decentralized nature of the existing system, along with environmental exposure due to outdoor installations, has led to issues such as weather-related damage, reduced system reliability, and costly maintenance.

FISCAL IMPACT: \$53,185

COMMUNITY IMPACT: By centralizing the parks NVR, the Parks & Recreation Department has taken a vital step towards ensuring a flawless connection and reduced maintenance costs in the future. The safety of the tens of thousands of park visitors each year is always at the forefront.

IMPLEMENTATION TIMELINE: Two months after receipt of order.

COMPLIANCE/PERFORMANCE METRICS: Members of the Innovation & Technology Department, and the Parks & Recreation Department, will confirm installation and functionality of the NVR upgrade.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Award of Contract for Comfort Station Upgrades
DATE: November 5, 2024

Budget Information

Project:	ZT3014 – All Parks NVR Update
Total Approved Project Budget:	\$54,000
Available Project Budget:	\$ 54,000
Requested Amount:	\$53,185
Funding Source:	Innovation & Technology Fund, Capital Project Support, Capital Equipment
Supplemental Budget:	N/A

Summary of Request

The Innovation & Technology Department, and the Parks & Recreation Department, in conjunction with Purchasing, recommends issuing a contract for NVR Upgrades at City Parks, to D/A Central.

It is respectfully requested that Council authorize this one-time purchase. The resulting contract shall not be binding until fully executed.

Immediate effect is requested.

Background and Justification

The City’s Parks Department currently operates multiple Network Video Recorders (NVRs) at various locations, including Hemlock, Ford Field, Ford Woods/DISC, Levagood/Dunworth, Lapeer, and Crowley. These NVRs are responsible for managing video feeds from security cameras at each site. However, the decentralized nature of the existing system, along with environmental exposure due to outdoor installations, has led to issues such as weather-related damage, reduced system reliability, and costly maintenance. Michigan’s harsh weather conditions, particularly during winter months, have contributed to connection failures and accelerated wear on the equipment.

The proposed project aims to address these challenges by replacing the existing NVRs with a centralized system. A new Power over Ethernet (PoE) switch will be installed at each location, tied into high-speed network connections. This setup will allow all Parks Department video cameras to stream to a single, indoor NVR, which will be housed in a secure, weather-proof environment. Centralizing the NVRs will not only reduce the equipment's vulnerability to environmental factors but also streamline maintenance and reduce future costs. By being proactive with this upgrade, the city can avoid recurring technical issues, ensure a more reliable security system, and enhance operational efficiency through easier access to video feeds across all sites.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Procurement Process

Process: Continuity of Professional Services

The procurement process was in accordance with Section 2-568A (6)e Continuity of Professional Services, of the Procurement Ordinance and all internal policies and procedures. The Purchasing Division requests approval to proceed with the procurement.

Signature Page

Prepared By:

DocuSigned by:

Jay Andrews

A06626461858403...

Jay Andrews, Sr. Buyer

Department Approval:

DocuSigned by:

Mansour Sharha

CD3794A5ECB04BF...

Mansour Sharha, Director, Innovation & Technology

DocuSigned by:

Sean R Fletcher

503098961A7C461...

Sean Fletcher, Director, Parks & Recreation

Budget Approval:

DocuSigned by:

Michael Kennedy ^{Initial} *MM*

F77919D1421447F...

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

E7A573BA25E3460...

Jeremy J. Romer, Corporation Counsel



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Award of Contract for Police Firearms

DEPARTMENT: Police Department, in conjunction with Purchasing

BRIEF DESCRIPTION: The Police Department, in conjunction with Purchasing, recommends awarding a contract to Kiesler Police Supply, for the purchase of New Firearms and Accessories, including the trade-in of the current pistols.

PRIOR COUNCIL ACTION:

None

BACKGROUND:

This request is to replace existing police officer weapon systems with new and updated technology. The cost of the project includes new handguns, upgraded weapon holsters with increased safety retention, weapon light, and red dot optic sight. A five-year study by Sage Dynamics on pistol red dots found several benefits to include significantly improving officer accuracy, better targeting in stressful situations, allows officers to utilize the weapon systems with both eyes open which helps minimize tunnel vision, allows officers to focus on the threat instead of the weapon sights.

FISCAL IMPACT:

- \$261,439
-
-

COMMUNITY IMPACT:

Enhance public safety due to modernization of police equipment.

IMPLEMENTATION TIMELINE:

Immediate Effect is requested as the lead time for the Firearms is 21 weeks.

COMPLIANCE/PERFORMANCE METRICS:

Police Staff will confirm delivery and quality of the purchased items



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Award of Contract for the Purchase of New Firearms for the Police Department
DATE: November 4, 2024

Budget Information

Adopted Budget:	\$262,500
Amended Budget:	\$262,500
Requested Amount:	\$261,439
Funding Source:	Drug Law Enforcement, Police, Public Safety, Federal Forfeiture, Operating Supplies, Non-Capital Equipment
Supplemental Budget:	N/A

Summary of Request

The Police Department, in conjunction with Purchasing, recommends awarding a contract to Kiesler Police Supply, for the purchase of Firearms and Accessories, including the trade-in of the current pistols.

It is respectfully requested that City Council authorize the award. The resulting contracts shall not be binding until fully executed. Immediate effect is requested.

Background and Justification

This request is to replace existing police officer weapon systems with new and updated technology. The cost of the project includes new handguns, upgraded weapon holsters with increased safety retention, weapon light, and red dot optic sight. A five-year study by Sage Dynamics on pistol red dots found several benefits to include significantly improving officer accuracy, better targeting in stressful situations, allows officers to utilize the weapon systems with both eyes open which helps minimize tunnel vision, allows officers to focus on the threat instead of the weapon sights. The addition of this new technology also has the potential to decrease liability. Some other police departments that are currently using similar weapon systems include: Van Buren, Shelby Township, Waterford, Canton, Grand Rapids, Trenton, and Sterling Heights.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Procurement Process

Purchasing solicited Bids with process details as follows:

Process: Invitation to Bid
 Issue Date: July 22, 2024
 Deadline Date: August 6, 2024
 Vendors Solicited: 183
 Solicitations Obtained: 34
 Bids Received: 3

The bids were evaluated with the assistance of key staff from the Police Department and are shown in the following bid summary:

Bid prices shown below include the trade-in value offered by each vendor.

Firearms for Police	Bid Price
Kiesler Police Supply	\$261,439
Michigan Police Equipment, Co.	\$269,329
CMP Distributors, Inc	\$295,276 **

** CMP Distributors did not bid on one item that averaged over \$12,000 from the other bidders

The procurement process was in accordance with Section 2-568 (6), and all internal policies and procedures. The Purchasing Division requests approval to proceed with the procurement.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Signature Page

Prepared By:

DocuSigned by:

Jay Andrews

A06626461858403...

Jay Andrews, Sr. Buyer

Department Approval:

DocuSigned by:

Issa Shahin

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Issa Shahin, Chief of Police

Budget Approval:

DocuSigned by:

Michael Kennedy

F77919D1421447F...

Michael Kennedy, Finance Director/Treasurer

DS
MHA

Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

E7A573BA25E3460...

Jeremy Romer, Corporation Counsel



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Additional Expenditures for meter shop van upgrades with Truck & Trailer Specialties.

DEPARTMENT: Department of Public Works & Facilities, in conjunction with Purchasing

BRIEF DESCRIPTION: Request for authorization to add funds to the existing Truck & Trailer Specialties PO, to upgrade (4) four-meter shop vans with shelving units and new strobe lights and (2) two-meter shop vans with air compressors.

PRIOR COUNCIL ACTION: 2-91-23 Approved \$15,000 in additional expenditures to Truck & Trailer Specialties

BACKGROUND: The Department of Public Works & Facilities, in conjunction with Purchasing, recommends adding \$76,126 to the existing PO with Truck and Trailer Specialties. The added funding is required in order to upgrade the (4) four water meter shop vans with shelving, strobe lights and air compressors.

FISCAL IMPACT: \$ 76,126

COMMUNITY IMPACT: N/A

IMPLEMENTATION TIMELINE: PO process will initiate immediately upon Council approval.

COMPLIANCE/PERFORMANCE METRICS: DPW staff will continue to oversee contractor compliance.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Additional Expenditures for meter shop van upgrades
DATE: October 29, 2024

Budget Information

Adopted Budget:	\$82,770
Available Budget:	\$184,570
Requested Amount:	\$76,126
Funding Source:	Water Fund, Public Works, Water Supply, Operating Equipment, Vehicles
Supplemental Budget:	N/A

Summary of Request

The City currently has a purchase order with Truck & Trailer specialties for repair & maintenance to city vehicles. Purchasing has received a request from the Department of Public Works and Facilities to seek approval for a not-to-exceed amount of \$76,126 to allow for the upgrade of (4) meter shop vans.

It is respectfully requested that Council authorize the additional expenditures with immediate effect in order to expedite the vehicle upgrades. The resulting purchase order will not be binding until executed.

Background and Justification

The Department of Public Works is seeking additional funds for upgrades to (4) four water meter shop vans with shelving, strobe lights and (2) two water meter shop vans with air compressors.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Procurement Process

Process: Continuity of Professional Services

The procurement process was in accordance with the Procurement Ordinance and all internal policies and procedures.

The Purchasing Division requests approval to proceed with the procurement.

Prepared By:

DocuSigned by:
Mark Rozinsky
D17FF0C142E34C3...

Mark Rozinsky, Purchasing Manager

Department Approval:

DocuSigned by:
Tim Hawkins
35BABC85BED3455...

Tim Hawkins, DPW Director

Budget Approval:

DocuSigned by:
Michael Kennedy
F77919D1421447F... DS
W

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

DocuSigned by:
Jeremy Romer
E7A573BA25E3460...

Jeremy J. Romer, Corporation Counsel



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Renewal of Bulk Leaf Hauling Contract

DEPARTMENT: DPW in conjunction with Purchasing

BRIEF DESCRIPTION: The Department of Public Works, in conjunction with Purchasing, requests authorization for the renewal of the Bulk Leaf Hauling contract to Klochko Equipment Rental Co.

PRIOR COUNCIL ACTION:

C.R. 10-523-23

BACKGROUND:

During the fall season City crews will pick up and haul between 20,000-25,000 cubic yards of leaves from the City streets during the Public Service Days. This supplemental contract will provide the City with a qualified contractor to provide additional equipment and operators to assist City personnel in hauling loose leaves from the City streets during the leaf collection program.

Including the upcoming 2024 – 2025 season, the cost of service provided by Klochko has remained unchanged for three seasons.

FISCAL IMPACT:

- \$159,400
-
-

COMMUNITY IMPACT:

Removal of leaves from residential streets provides safer roads for residents and visitors to the City.

IMPLEMENTATION TIMELINE:

Immediately

COMPLIANCE/PERFORMANCE METRICS:

DPW staff will monitor Klochko' s performance to the contract scope of work.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Renewal of Contract for Bulk Leaf Removal
DATE: November 5, 2024

Budget Information

Total Approved Budget:	\$503,500
Available Budget:	\$245,562
Requested Amount:	\$159,400
Funding Source:	Public Works, Sanitation Division, Public Works, Rubbish Pickup & Disposal, Contractual Services
Supplemental Budget:	N/A

Summary of Request

During the fall season City crews will pick up and haul between 20,000-25,000 cubic yards of leaves from the City streets during the Public Service Days. This supplemental contract will provide the City with a qualified contractor to provide additional equipment and operators to assist City personnel in hauling loose leaves from the City streets during the leaf collection program.

Including the upcoming 2024 – 2025 season, the cost of service provided by Klochko has remained unchanged for three seasons, and the service provided has met DPW expectations.

It is respectfully requested that the Council authorize the renewal of this contract.

Immediate effect is requested in order for service to begin the week of November 25th. The resulting contract shall not be binding until fully executed.

Procurement Process

Process: Continuity of Professional Services

The procurement process was in accordance with Section 2-568A (6)e Continuity of Professional Services, of the Procurement Ordinance and all internal policies and procedures. The Purchasing Division requests approval to proceed with the procurement.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Signature Page

Prepared By:

DocuSigned by:

Jay Andrews

A06626461858403...

Jay Andrews, Sr. Buyer

Department Approval:

DocuSigned by:

Tim Hawkins

35BABC838ED3455...

Tim Hawkins, Director, DPW

Budget Approval:

DS

Mk

Initial

Mk

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

E7A573BA25E3460

Jeremy R. Romer, Corporation Counsel



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect is Requested

REQUEST: Award of Contract for the Purchase of Flooring for DPW Updates

DEPARTMENT: Department of Public Works and Facilities

BRIEF DESCRIPTION: The Department of Public Works and Facilities, in conjunction with Purchasing, requests authorization to award a contract to Partnr Haus for the Purchase and Installation of Flooring in the DPW building.

PRIOR COUNCIL ACTION: N/A

BACKGROUND:

As a part of Master Planning, the DPW building is slated for upgrades. The requested flooring is much needed in the building and is needed to provide a safe and comfortable work environment for the City DPW staff.

FISCAL IMPACT: \$136,557.50

COMMUNITY IMPACT:

The requested flooring will provide a comfortable and modern work environment for the DPW Administration staff.

IMPLEMENTATION TIMELINE: The installation will take place in the Winter of 2024 or Spring 2025

COMPLIANCE/PERFORMANCE METRICS: Members of the DPW staff will confirm the installation and adherence to the contract Scope of Work.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Award of Contract for the Purchase of Flooring for DPW Updates
DATE: November 5, 2024

Budget Information

Project:	J28124 – DPW Facility Update
Total Approved Project Budget:	\$ 1,950,442
Available Project Budget:	\$ 946,354
Requested Amount:	\$ 136,557.50
Funding Source:	Facilities Fund, Public Works, Capital Project Support, Construction Services, Construction Contractor
Supplemental Budget:	N/A

Summary of Request

The Public Works and Facilities Department, in conjunction with Purchasing, recommends issuing a contract to Partnr House, for the Installation of flooring in the DPW Admin building.

It is respectfully requested that Council authorize this one-time purchase. The resulting contract shall not be binding until fully executed.

Immediate effect is requested.

Background and Justification

As a part of Master Planning, the DPW building is slated for upgrades. The requested flooring is much needed in the building and is needed to provide a safe and comfortable work environment for the City DPW staff. The flooring in the building has not been replaced since the construction of the building.

Procurement Process

Process: Continuity of Professional Services

The procurement process was in accordance with Section 2-568A (6)e Continuity of Professional Services, of the Procurement Ordinance and all internal policies and procedures. The Purchasing Division requests approval to proceed with the procurement.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Signature Page

Prepared By:

DocuSigned by:
Jay Andrews
 A06626461858403...
 Jay Andrews, Sr. Buyer

Department Approval:

DocuSigned by:
Tim Hawkins
 35BABC5BED3455...
 Tim Hawkins, Director, DPW & Facilities

Budget Approval:

DocuSigned by:
Michael Kennedy
 E77919D1421447E...

Initial
MK

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

DocuSigned by:
Jeremy Romer
 E7A573BA25E3460...

Jeremy J. Romer, Corporation Counsel

The Dearborn Goodfellows, Inc.

CITY CLERK, DEARBORN MI
2024 NOV 13 AM 11:45

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"No Child Without a Christmas"

23400 PARK
DEARBORN, MI 48124
(313) 274-4499
www.dearborngoodfellows.org

MAYOR ABDULLAH H. HAMMOUD
Honorary Chairman

2024-2025 OFFICERS

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President

ANTHONY FUNDARO
Vice President

NICOLE GOLICH
Secretary

KARL L. FAVA, CPA
Treasurer

JOHN ALLEVATO
Executive Director

GARY KUHLMANN
Executive Director

JOHN THOMPSON
Executive Director

Dear President Sareini,

Please let this letter serve as an official request to give the Dearborn Goodfellow volunteers permission to work at intersections in the street, at various locations throughout Dearborn to sell our Goodfellow papers.

As you know, money raised from this event will be used to buy presents and basic essentials for underprivileged individuals for Christmas. This year's event will be Friday, December 6, 2024 through Sunday, December 8, 2024. Because the event is coming soon, I am requesting immediate effect.

Thank you for your past support of the Dearborn Goodfellows!

Sincerely,

Silvio Davis

Silvio Davis
President, Dearborn Goodfellows

Please make checks payable to "The Dearborn Goodfellows"
A qualified 501(C) 3 organization under the IRS Code.



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

ORDINANCE NO. 24-1829

CITY CLERK, DEARBORN MI
2024 OCT 21 PM 12:26

REQUEST: Amendments to Ordinance Sec. 14-10, titled “Alarm systems”, and commonly referred to as the “False Alarm Ordinance”

DEPARTMENT: Law and Police

10/22/14
INTRO:
ALS
TABLE:
ABR/PAR

BRIEF DESCRIPTION: The “alarm systems” ordinance regulates false alarms in the City, including fees assessed to the alarm user when police or fire respond to a false alarm.

The proposed amendments do the following:

- 1) Reduce the fees assessed for false alarms;
- 2) Abolish the security systems board and replace it with an administrative appeals process handled by the Police Chief;
- 3) Establish criteria the Police Chief must use in reviewing appeals; and
- 4) Limit the number of false alarm fees that can be waived in a single 12-month period.

PRIOR COUNCIL ACTION: The last ordinance amendment was adopted in 2011 (See Ordinance No. 11-1325)

BACKGROUND: The proposed amendments are being made to address inequities in the ordinance, particularly as they relate to alarm users that experience extraordinary circumstances, such as illness and death, which results in the false alarm fees being assessed against the person or estate that inherits the home or business.

FISCAL IMPACT: The reduction in fees assessed for false alarms will result in a loss of revenue collected, and increase costs for city services related to responding to false alarms.

COMMUNITY IMPACT: Provides more opportunity for alarm users to have their false alarm fees waived.

IMPLEMENTATION TIMELINE: This is an ordinance amendment and requires two readings before it can go into effect.

COMPLIANCE/PERFORMANCE METRICS:



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

REVISED 10/17/24

TO: City Council

FROM: Corporation Counsel and Chief of Police

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Amendments to Ordinance Sec. 14-10, titled "Alarm systems", and commonly referred to as the "False Alarm Ordinance"

DATE: October 21, 2024 ~~October 7, 2024~~

I. BACKGROUND

Ordinance Sec. 14-10, commonly referred to as the "False Alarm Ordinance", regulates false alarms in the City and the fees assessed to the alarm user when police or fire respond to a false alarm.


Under the existing ordinance, there is a 5-tier fee structure assessed for false alarms, which ranges from no fee for the first call to a false alarm to a fee of \$1,100 for the tenth and subsequent call. Appeals for a false alarm fee go to the security systems board, which is comprised of the Police Chief and two members appointed by the Mayor and subject to Council approval.

II. PROPOSED AMENDMENTS


The proposed amendments do the following:


- 1) Reduce the 5-tier fee structure to 3-tiers, with the highest fee being reduced from \$1,100 to \$275.
- 2) Abolish the "security systems board" and replace it with an administrative appeals process handled by the Chief of Police.
- 3) Limit the number of false alarm fees that can be waived within a 12-month period to 5.
- 4) Establish criteria for review of appeals, including extraordinary circumstances that include, but are not limited to, death, illness or natural disaster.

Respectfully submitted,

DocuSigned by:

BRADLEY MENDELSON
 Deputy Corporation Counsel

APPROVAL/CONCURRENCE:

DocuSigned by:

 F7A573BA25E3460
JEREMY J. ROMER
 Corporation Counsel

DocuSigned by:

 1063E1676A9418E1
ISSA SHAKIN
 Chief of Police

REVISED 10/17/24

Revisions from 10/17/24 COW in blue

ORDINANCE NO. 24-1829

**AN ORDINANCE TO AMEND CHAPTER 14, ARTICLE I,
SECTION 14-10 OF THE CODE OF ORDINANCES OF THE CITY
OF DEARBORN, ENTITLED "ALARM SYSTEMS"**

THE CITY OF DEARBORN ORDAINS TO:

Amend Chapter 14, Article I, Section 14-10 to read as follows:

Sec. 14-10. - Alarm systems.

(a) Definitions. The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Alarm system shall mean an assembly of equipment and devices arranged to signal the presence of a hazard requiring urgent attention by the police department and/or fire department.

False alarm shall mean an alarm signal activated by inadvertence, negligence, or unintentional act necessitating response by the police department and/or fire department.

(b) Fee for false alarms. To defray the cost of responding to false alarms and to discourage the continuation of repeat false alarms, the owner or lessee of the alarmed premises shall pay to the city the following sums for each occasion that the alarm system is activated and responded to by the police department and/or fire department, and the service called for is not needed.

- (1) First call in a 12-month period No charge
- (2) Second through fourth call in a 12-month period 110.00
- (3) Fifth ~~and sixth call and subsequent calls~~ in 12-month period 275.00
- ~~(4) Seventh through ninth call in 12-month period 550.00~~
- ~~(5) Tenth and subsequent calls in 12-month period 1,100.00~~

(c) Exceptions. The following circumstances shall not constitute a false alarm, and no fee shall be assessed:

(1) Alarm conditions activated by a person working on the alarm system with prior notification to the city police department and/or fire department.

(2) Alarms which can be substantiated as being activated by disruption or disturbance of utility company facilities or motor vehicle-utility pole accidents or by storm conditions.

(d) Appeal. Any person affected by the assessment of a false alarm fee may request and shall be granted a review on the matter by the chief of police. Such person shall file a request for review in the office of the chief of police within 60 days of the assessment of the false alarm fee. The burden of proving an alarm was not a false alarm shall be on the alarm user.

(1) After review of an appeal, the chief of police may sustain the assessment of the false alarm fee or cancel the assessment. The chief shall have the authority to wave no more than 5 false alarm fees within a 12-month period.

(2) The alarm user seeking appeal must meet one of the review standards listed under this subsection.

(3) The following standards shall be applied when reviewing an appeal under this subsection.

- a. Whether the exceptions listed in subsections (c) and (e) of this ordinance apply.
- b. Whether the alarm was not a "false alarm", as that term is defined in this ordinance.
- c. Whether there are extenuating circumstances outside the control of the alarm user that warrant waiver, including but not limited to death, illness, or natural disaster.

(4) The findings and decisions of the chief of police shall be summarized, reduced to writing, and filed with the office of the chief of police.

~~(5) (6) No more than two one appeal appeals may be filed by any person affected by the assessment of a false alarm fee per calendar year.~~

~~There is hereby created and established in and for the city, a security systems board to be composed of the chief of police, or his designee, and two other members appointed by the mayor in accordance with the provisions of the Charter.~~

~~—(1) The security systems board shall organize by annually electing a chairman, vice-chairman and secretary from its membership.~~

~~—(2) All correspondence to the board shall be sent to the office of the chief of police.~~

~~—(3) Any person affected by the assessment of a false alarm fee may request and shall be granted a hearing on the matter before the security systems board. Such~~

~~person shall file a request for hearing in the office of the chief of police within 60 days of the assessment of the false alarm fee. The burden of proving an alarm was not a false alarm shall be on the alarm user.~~

~~— (4) The board shall meet on a monthly basis to consider all appeals properly filed. After hearing an appeal, the board may sustain the assessment of the false alarm fee, or cancel the assessment.~~

~~— (5) The findings and decisions of the security systems board shall be summarized, reduced to writing, and filed with the office of the chief of police.~~

(e) Burglar (B&E) alarms; audible signals; shut-off device. Burglar (B&E) alarm systems equipped with audible signals shall be fitted with a shut-off device that automatically silences the audible signal within ten minutes of activation. Those not fitted with a shut-off device shall be subject to deactivation by a member of the police department. The city will not be liable for any damage caused by the deactivation nor shall the city be liable for any subsequent losses due to the deactivation. The owner or lessee shall be subject to a \$100.00 shut-off fee, in addition to any false alarm fees, which may be associated with emergency police response.

(Ord. No. 86-370, §§ 1—4, 10-7-86; Ord. No. 95-623, 2-21-95; Ord. No. 98-722, 4-7-98; Ord. No. 00-829, 8-15-00; Ord. No. 06-1084, 6-12-06; Ord. No. 11-1325, 5-16-11)



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

ORDINANCE NO. 24-1830

CITY CLERK, DEARBORN MI
2024 OCT 21 PM 12:27

REQUEST: Amendments to the City’s abatement ordinances in Chapter 13 of the Code of Ordinances, Secs. 13-5 and 13-5.1

DEPARTMENT: Law and Economic Development

BRIEF DESCRIPTION: Abatement of nuisances in the City are regulated by Ord. Secs. 13-5 (regular abatements) and 13-5.1 (immediate abatements).

Currently, inspectors must re-inspect the nuisance property to verify whether the owner/occupant has abated the violation before the city abates. This re-inspection is often delayed due to the limited number of inspectors and high number of nuisances that must be abated, and often results in abatement contractors going to properties that have subsequently corrected the violation.

The proposed amendments do the following:

- 1) Reduce the max time an owner/occupant has to abate a violation from 10-days to 5-days.
- 2) Require the owner/occupant to contact the City within the required time to notify and provide proof if the violation has been corrected. Contact can be made via email, online or by phone, with proof uploaded online or through email. If contact is made by phone an inspector will go to the property to verify correction.
- 3) If the city acts to abate the violation, a service fee of 50% of the cost of abatement will be charged if the violation was abated by the owner/occupant but they failed to notify the city of such abatement within the required time. The fee is capped at \$250 for standard abatements (Sec. 13-5) and \$1,000 for immediate abatements (Sec. 13-5.1).

PRIOR COUNCIL ACTION: Sec. 13-5 was previously amended by Council in 2018 (See Ord. No. 18-1619), and Sec. 13-5.1 was previously amended in 2022 (See Ord. No. 22-1768).

BACKGROUND: The amendments are being proposed to address the difficulty in re-inspection nuisance violations due to the limited number of inspectors and number of nuisance violations.

The service fee is being proposed to fill the fee collection gap caused by abatement contractors going to properties that were issued NOV’s but have corrected the violation outside the time allowed by ordinance and before the contractor arrives. This has contributed to a low number of bids on the abatement contract since the contractor must absorb the costs associated with traveling to nuisance properties, such as employees, equipment, and fuel.

FISCAL IMPACT: Increase in recovery of costs associated with traveling to nuisance properties that have subsequently abated the property outside the time period allowed by ordinance.

COMMUNITY IMPACT: Increased compliance with nuisance abatement.

IMPLEMENTATION TIMELINE: This is an ordinance amendment that requires two readings.

COMPLIANCE/PERFORMANCE METRICS:



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

REVISED 10/17/24

TO: City Council

FROM: Corporation Counsel and Economic Development

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Amendments to the City's abatement ordinances in Chapter 13 of the Code of Ordinances, Secs. 13-5 and 13-5.1

DATE: October 7, 2024

I. BACKGROUND

Under the existing ordinances, owners/occupants that receive a notice of violation (NOV) have a limited period of time to abate the violation: 3-10 days for regular abatements under Sec. 13-5, and 24 hours to 10 days for immediate abatements under Sec. 13-5.1. After posting an NOV, inspectors must reinspect the property after the last day of notice to verify whether the nuisance has been abated by the owner/occupant, and if the City needs to abate the property (with either city staff or an outside contractor).

This reinspection is often delayed due to the limited number of inspectors and high number of nuisances that must be abated, and often results in abatement contractors going to properties where a violation has been corrected. This has resulted in increased costs for abatement contractors, since cost recovery under the ordinance is currently limited to situations where the City has abated the violation

II. PROPOSED AMENDMENTS

The proposed amendments do the following:

- 1) Reduce the max time an owner/occupant has to abate a violation from 10-days to 5-days.
- 2) Require the owner/occupant to contact the City within the required time to notify and provide proof if the violation has been corrected. Contact can be made via email, online or by phone, with proof uploaded online or through email. If contact is made by phone an inspector will go to the property to verify correction.
- 3) If the city acts to abate the violation, a service fee of 50% of the cost of abatement will be charged if the violation was abated by the owner/occupant but they failed to notify the city of such abatement within the required time. The fee is capped at \$250 for standard abatements (Sec. 13-5) and \$1,000 for immediate abatements (Sec. 13-5.1).

A copy of the proposed amended ordinance is attached for review.



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

Respectfully submitted,

DocuSigned by:

Bradley Mendelsohn

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BRADLEY J. MENDELSON
Deputy Corporation Counsel

APPROVAL/CONCURRENCE:

DocuSigned by:

Jeremy Romer

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JEREMY J. ROMER
Corporation Counsel

Signed by:

Jordan Twardy

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JORDAN TWARDY
Director, Economic Development

REVISED 10/17/24

Changes made following 10/17/24 COW in blue

ORDINANCE NO. 24-1830

**AN ORDINANCE TO AMEND CHAPTER 13, ARTICLE I,
SECTIONS 13-5 AND 13-5.1 OF THE CODE OF ORDINANCES
OF THE CITY OF DEARBORN, ENTITLED "NOTICE TO ABATE"
(SEC. 13-5) AND "IMMEDIATE ABATEMENT" (SEC. 13-5.1)**

THE CITY OF DEARBORN ORDAINS TO:

Amend Chapter 13, Article I, Sections 13-5 and 13-5.1 to read as follows:

Sec. 13-5. - Notice to abate.

Upon observing a violation of the provisions of this chapter, a notice to abate shall be issued to the property owner as shown on the records maintained by the department of assessment. The notice to abate shall be served by first class mail to the address shown on the assessor's records. Additionally, the notice to abate shall be posted in a conspicuous location upon the property at issue. Failure to receive such notice to abate shall not be a defense to any action by the city to abate the nuisance, collect abatement costs, collect administrative costs, or impose penalties authorized by this Code. The notice to abate shall inform the owner of the following:

- (1) The nature of the violation;
- (2) The time within which the violation must be abated, being not less than three days and no more than ~~ten~~ **five** days from the date of the notice to abate;
- (3) **That the owner or occupant of the property on which the violation has occurred is responsible for contacting the city at the phone number listed if they have corrected on the notice if the violation has been abated within the time period required allowed under this subsection, and providing proof of the correction. The property owner must contact the city no later than 5 p.m. on the date listed as the deadline the owner/occupant has to abate they have to correct the violation.**
 - a. The owner or occupant will have the following options for contacting the city under this subsection:
 - i. By completing an online form and submitting proof of compliance.
 - ii. By emailing Neighborhood Services at the email address listed on the notice and submitting proof of compliance.

- iii. If the owner or occupant does not have the ability to complete the online form or send an email, they can call the phone number listed on the notice to advise whether the violation has been corrected within the required time. A code enforcement officer will report to the property to verify whether the violation has been corrected.
 - b. Voice messages, emails or online submissions left after 5 p.m. on that the deadline date will not be considered timely.
 - c. If the deadline date falls on a weekend or holiday when non-emergency city services are closed, the next normal business day shall be considered the deadline for purposes of owner/occupant abatement under this subsection.
 - d. Failure to contact the city as specified in this subsection on the notice will be considered a failure to timely abate the violation.
- (3 4) That the city shall act to abate the violation if it is not abated by the owner;
- (4 5) That the cost of abatement by the city, together with an amount of \$75.00 per invoice to cover administrative costs and contingent expenses, shall be charged against the owner or occupant and against the property itself; and
 - a. If the city acts to abate the violation, a service fee of 50% of the cost of abatement, not to exceed \$250, shall be charged to the owner or occupant and against the property if the violation is abated but the owner or occupant fails to notify the city of such abatement pursuant to subsection (3), the purpose of which is to help defray costs associated with traveling to the property and abatement preparation.
 - b. That, due to the increased administrative costs associated with repeat offenders (e.g., increased monitoring of property), an additional fee of \$100.00 will be charged against the owner or occupant and against the property itself for the second and subsequent incidents in a calendar year.
 - (i) At the request of the owner or occupant, and upon good cause shown, the director of economic development public works, or his designee, may waive the additional \$100.00 fee once in a calendar year.
- (5 6) That refusal to allow the city to abate an uncorrected violation shall be a civil infraction punishable by a civil fine of \$500, plus costs imposed by the court.
 - a. The city may seek reimbursement from any person, partnership, corporation or association for mobilization costs of any contractor hired by the city to abate the nuisance when the contractor was unable to complete the abatement due to the actions of that person, partnership, corporation or association.

(7) Effective date of ordinance. The amendments adopted by Ordinance No. 24-1830 shall become effective on January 1, 2025.

(Ord. No. 02-899, 5-21-02; Ord. No. 11-1338, 11-21-11; Ord. No. 18-1619, 7-17-18)

Sec. 13-5.1. - Immediate abatement.

(a) Upon observing a violation of sections 13-2(2), 13-2(5), 13-2(21), 13-2(33) , 13-5.3, 16-5, and/or 16-6, a notice to abate shall be issued and posted in a conspicuous location upon the property at issue. Failure to receive such notice to abate shall not be a defense to any action by the city to abate the nuisance, collect abatement costs, collect administrative costs, or impose penalties authorized by this code. The notice to abate shall include the following:

(1) The nature of the violation;

(2) The time within which the violation must be abated ~~shall be no ,being not~~ less than ~~one day 24 hours and no more than ten days~~ from the date of the notice to abate;

(3) ~~That the owner or occupant of the property on which the violation has occurred is responsible for contacting the city at the phone number listed if they have corrected on the notice if the violation has been abated within the time period required allowed under this subsection, and providing proof of the correction. The property owner must contact the city no later than 5 p.m. on the date listed as the deadline the owner/occupant they have has to abate correct the violation.~~

a. The owner or occupant will have the following options for contacting the city under this subsection:

- i. By completing an online form and submitting proof of compliance.
- ii. By emailing Neighborhood Services at the email address listed on the notice and submitting proof of compliance.
- iii. If the owner or occupant does not have the ability to complete the online form or send an email, they can call the phone number listed on the notice to advise whether the violation has been corrected within the required time. A code enforcement officer will report to the property to verify whether the violation has been corrected.

b. ~~Voice messages, emails or online submissions left after 5 p.m. on that the deadline date will not be considered timely.~~

c. ~~If the deadline date falls on a weekend or holiday when non-emergency city services are closed, the next normal business day~~

shall be considered the deadline for purposes of owner/occupant abatement under this subsection.

d. Failure to contact the city as specified in this subsection on the notice will be considered a failure to timely abate the violation.

- (3 4) That the city shall act to abate the violation if it is not abated by the owner;
- (4 5) That the cost of abatement by the city, together with an amount of \$150.00 per invoice to cover administrative costs and contingent expenses, shall be charged against the owner or occupant and against the property itself;
- a. If the city acts to abate the violation, a service fee of 50% of the cost of abatement, not to exceed \$1,000, shall be charged to the owner or occupant and against the property if the violation is abated but the owner or occupant fails to notify the city of such abatement pursuant to subsection (3), the purpose of which is to help defray costs associated with traveling to the property and abatement preparation.

(5 6) That refusal to allow the city to abate an uncorrected violation shall be a civil infraction punishable by a civil fine of \$500, plus costs imposed by the court.

- a. The city may seek reimbursement from any person, partnership, corporation or association for mobilization costs of any contractor hired by the city to abate the nuisance when the contractor was unable to complete the abatement due to the actions of that person, partnership, corporation or association.
- (b) Upon observing the same violation a second time in a calendar year, a notice of violation shall be issued and the city shall act to abate the violation without further notice.
- (c) Upon observing the same violation a third time in a calendar year, a notice of violation shall be issued and the city shall act to abate the violation without further notice. Additionally, the violation shall constitute a civil infraction punishable by a civil fine of \$250, plus costs imposed by the court.
- (d) Upon observing the same violation a fourth and subsequent time in a calendar year, a notice of violation shall be issued and the city shall act to abate the violation without further notice. Additionally, the violation shall constitute a civil infraction punishable by a civil fine of \$500, plus costs imposed by the court.
- (e) Due to the increased administrative costs associated with repeat offenders (e.g., increased monitoring of property), an additional fee of \$100.00 will be charged against the owner or occupant and against the property itself for the second and subsequent incidents in a calendar year.

- (1) At the request of the owner or occupant, and upon good cause shown, the director of **economic development public works, director of residential services**, or their designee, may waive the additional \$100.00 fee once in a calendar year.
- (f) It shall be the duty of the director of **economic development residential services, the director of economic and community development or the director of public works** to give general notice to the public of the requirements of this article by publishing a notice in the official newspaper during the month of March each year and continuously on the city's website. The notice shall indicate that a violation of section 13-2(2), 13-2(5), 13-2(21), 13-2(33), and/or 13-5.3 (each section stated in its entirety) will result in immediate abatement by the city with associated cost and fees being assessed against the property owner.
- (g) **Effective date of ordinance.** The amendments adopted by Ordinance No. 24-1830 shall become effective on January 1, 2025.

(Ord. No. 06-1074, 5-15-06; Ord. No. 12-1348, 2-7-12; Ord. No. 14-1428, 6-17-14; Ord. No. 15-1466, 6-23-15; Ord. No. 15-1497, 11-10-15; Ord. No. 18-1620, 7-17-18; Ord. 20-1679, 8-25-2020; Ord. No. 22-1768, 8-23-22)