



REGULAR MEETING OF THE COUNCIL

December 10, 2024

AGENDA

1. ROLL CALL
2. INVOCATION BY Pastor Josh Levesque of Dearborn Baptist Church.
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT
5. RESOLUTION IN NEED OF OFFER AND SUPPORT – Approving all items on the Consent Agenda and requesting immediate effect.

CONSENT AGENDA

6. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND HAMMOUD – Awarding a contract to Progressive AE in the amount of \$50,000 for Phase 2 and 3 of the Housing Market Analysis.
7. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND HAMMOUD – Awarding a contract to Fer-Pal Construction USA LLC. in an amount not expected to exceed \$224,880, with a 5% contingency in the amount of \$11,244, for Water Main Lining Under Railroad at Miller and Industrial; also authorizing the City Engineer to execute all change orders or modifications that utilize all approved contingency and requesting immediate effect.

8. RESOLUTION BY COUNCILMEMBERS PARIS AND ALSAWAFY – Awarding a contract to Maverick Excavating in the amount of \$130,800 for the Demolition and Disposal of Trailers at Camp Dearborn and requesting immediate effect.
9. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND HAMMOUD – Authorizing a cooperative contract purchase, via The Interlocal Purchasing System (TIPS) Contract No. 230301, from Partnr Haus and Sunline Office in the amount of \$1,142,003, with a 5% contingency in the amount of \$57,101, for a total in the amount of \$1,199,104 for the purchase of Office Furniture, Flooring, and installation at the Dearborn Administrative Center and requesting immediate effect.
10. RESOLUTION BY COUNCILMEMBERS PARIS AND HAMMOUD – Awarding a professional services contract to IB Electric in the amount of \$65,830, with a 5% contingency in the amount of \$3,292 for Lighting and Installation at the Dearborn Administrative Center and requesting immediate effect.
11. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND HAMMOUD – Removing the “no variances” condition contained in Council Resolution 5-206-18 to allow ACH Investments, LLC to seek variances by the City’s Zoning Board of Appeals for the properties located at 7518 and 7526 Wyoming.

END OF CONSENT AGENDA

12. RESOLUTION BY COUNCILMEMBERS PARIS AND ABRAHAM – Approving the minutes of the previous regular meeting of November 19, 2024.
13. ORDINANCE ON THE TABLE - ORDINANCE NO. 24-1831 – “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 BY COUNCILMEMBERS ALSAWAFY AND PARIS – To take from the table for its final reading.

14. ORDINANCE NO. 24-1832 – INTRODUCED BY COUNCIL PRESIDENT SAREINI.
SYNOPSIS – “An Ordinance to amend the Zoning Ordinance of the City of Dearborn by amending Section 1.03 of Article 1.00, Entitled ‘Short Title, Rules of Construction and Definition’, Article 3.00, Entitled ‘Nonconformities’, and Section 29.02 of Article 29.00, Entitled ‘Schedule of Regulations’.
RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND PARIS – To table the Ordinance.

15. ORDINANCE NO. 24-1833 – INTRODUCED BY COUNCILMEMBER ALSAWAFY.
SYNOPSIS – “An Ordinance to amend Section 9.02 of Ordinance No. 06-1111 of the City of Dearborn by Rezoning the Properties Located at 6329 Greenfield Rd., 15600 and 15740 Lundy Parkway from a TR (Technology and Research District) to a BC (General Business District) zoning classification.”
RESOLUTION BY COUNCILMEMBERS PARIS AND ABRAHAM – To table the Ordinance.

16. ORDINANCE NO. 24-1834 – INTRODUCED BY COUNCILMEMBER PARIS.
SYNOPSIS – “An Ordinance to amend Chapter 10 of the Code of the City of Dearborn by Amending Article II, Section 10-38 and Section 10-38.1, Entitled ‘Fire Prevention Code’.”
RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND HAMMOUD – To table the Ordinance.

17. RESOLUTION BY COUNCILMEMBERS PARIS AND ALSAWAFY – Authorizing the Finance Director to recognize and appropriate a donation from Ford World Headquarters in the amount of \$1,500 as a contribution to the Jingle Bell Bash event expenditures and requesting immediate effect.

18. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND ABRAHAM – Awarding a best source contract to MCD Architects in an amount not to exceed \$595,000 for A&E (Architectural and Engineering) Services for the renovation of Esper and Bryant Libraries and requesting immediate effect.

19. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND ABRAHAM –
Extending the contract with Orkin (C.R. 11-569-23) in the annual amount of \$145,920 for a term of one-year, with four (4) one-year renewal options available for City-Wide Sewer Vector Services and requesting immediate effect.
20. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND ABRAHAM –
Authorizing additional expenditures to Nationwide Construction Group (C.R. 9-491-24) in an amount not to exceed \$84,790 to allow a Change Order for Digital Signage Counters for three (3) Parking Garages and requesting immediate effect.
21. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND PARIS – Approving the Fiscal Year 2025 SMART Municipal and Community Credit Contract in the total amount of \$364,928 and requesting immediate effect.
22. RESOLUTION BY COUNCILMEMBERS PARIS AND ABRAHAM – Concurring in the appointment of Thomas Saroglia to the Dearborn Historical Advisory Commission with a term ending June 30, 2027 and requesting immediate effect.
23. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND ALSAWAFY –
Concurring in the appointment of Batoull Haidar to the Environmental Commission with a term ending June 30, 2025 and requesting immediate effect.
24. RESOLUTION BY COUNCILMEMBERS PARIS AND ALSAWAFY – Concurring in the appointment of Machhadie Assi to the Environmental Commission with a term ending June 30, 2025 and requesting immediate effect.
25. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND HAMMOUD –
Concurring in the appointment of Rene Ziaja to the Environmental Commission with a term ending June 30, 2025 and requesting immediate effect.
26. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND HAMMOUD –
Concurring in the appointment of Lamis Srour to the Environmental Commission with a term ending June 30, 2026 and requesting immediate effect.

27. RESOLUTION BY COUNCILMEMBERS PARIS AND ALSAWAFY – Concurring in the appointment of Paul Boyce to the Environmental Commission with a term ending June 30, 2026 and requesting immediate effect.
28. RESOLUTION BY COUNCILMEMBERS PARIS AND HAMMOUD – Concurring in the appointment of Asma Said to the Environmental Commission with a term ending June 30, 2026 and requesting immediate effect.
29. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND PARIS – Concurring in the appointment of Ramsey Saymuah to the Environmental Commission with a term ending June 30, 2027 and requesting immediate effect.
30. RESOLUTION BY COUNCILMEMBERS ABRAHAM AND PARIS – Concurring in the appointment of Mahmoud Tanana to the Environmental Commission with a term ending June 30, 2027 and requesting immediate effect.
31. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND ABRAHAM – Concurring in the appointment of Mohamed Dabaja to the Environmental Commission with a term ending June 30, 2027 and requesting immediate effect.

PUBLIC COMMENT WILL FOLLOW ANY WALK-ON ITEMS



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Award of Contract for A&E Services for the renovation of Esper & Bryant Library

DEPARTMENT: Library, In Conjunction with Purchasing

BRIEF DESCRIPTION: The Esper Branch Library is in need of repair and updating to meet the current and future needs of the community. Addressing infrastructure repairs through a lens of current expressed interests from the community and re-introducing tangible, recognizable services for family engagement (in line with STEAM; Science, Technology, Engineering, Arts, Math & Music) at this location will increase facility usage, as well as community understanding of the possibilities a library can present to its patrons. A design for future of the Bryant Branch Library will be included. MCD Architects was selected as a best source competition exception due to their extensive experience with Michigan Libraries.

PRIOR COUNCIL ACTION: None

BACKGROUND: The Esper Branch Library on Warren Avenue, was established at its current location in January 1953. The branch underwent an extensive expansion and renovation that was completed in November 2000. Since the expansion, there has been deterioration to the facility, most prominently to the roof and window sills and frames, and the walls that support these areas. Current projects of need have been assessed by the Library and City and are in agreement that the damages are in need of immediate attention.

The facility space design is outdated and inefficient for the current and future needs of the community and Library alike. From multiple entry points, to internal disrepair that limits access to usable public space that is of high interest, to even the placement of the staff stations for service grating against the natural flow the facility could have through redesign.

While this year Esper Branch Library has had an increase in patronage, traffic has been historically low overall in recent years. A reinvigoration of the internal space while addressing the structural concerns would aid in patron interest and engagement with the Library. At current, Esper primarily serves patrons who need access to the internet and digital devices or services, as well as families. The intention behind the revitalization of the facility is to re-engage the library with the community, through providing services and space reflecting the community need for family-friendly spaces, as well as those seeking better technical understanding or assistance.

Bryant Branch Library also has repairs and modernization needed, which is why we are incorporating a discounted rate for design fee by bundling the two branch designs as one request. This will help with cohesion throughout the library system, as the planning will occur concurrently, through evaluating the amenities and unique opportunities available at each location to support the community.

FISCAL IMPACT: A/E Design Fee Not-To-Exceed \$595,000.00 for both Esper and Bryant Library



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

COMMUNITY IMPACT: The planned renovation and service enhancement at the Esper Branch Library presents a unique opportunity to positively impact the Dearborn community, particularly through a focus on STEAM (Science, Technology, Engineering, Arts, Math & Music). Dearborn, a city known for its rich cultural diversity, vibrant family-oriented population, and emphasis on education, stands to benefit significantly from a modernized library facility designed to meet its evolving needs.

1. Addressing Key Infrastructure Challenges

The Esper Branch Library's structural disrepair, including roof and window deterioration and inefficient space design, limits its ability to serve the community effectively. Renovations that resolve these issues will provide a safe, welcoming, and functional space for patrons of all ages. Updated facilities will enable the library to fully utilize its space, accommodate more visitors, and offer new programs in STEAM fields.

2. Enhancing Family Engagement

Dearborn's demographics highlight a strong presence of young families and children. A redesigned space emphasizing family-friendly activities and resources will directly meet community needs. STEAM programming offers:

- **Hands-On Learning:** Activities like maker labs (such as the SparkLab in Henry Ford Centennial Library), coding workshops, and art classes encourage creativity and critical thinking.
- **Intergenerational Opportunities:** STEAM programming can engage parents and children together, fostering family connections through shared learning experiences.
- **Accessibility:** With updated technology and infrastructure, families gain access to resources they may not have at home, such as high-speed internet, digital tools, and scientific equipment.

3. Promoting Workforce Readiness and Lifelong Learning

Dearborn's economy, deeply rooted in automotive and engineering industries, aligns well with STEAM education's focus on technology and innovation. By introducing STEAM initiatives at Esper, the library will:

- **Support Youth Career Paths:** Programs on robotics, coding, and engineering can inspire future careers in these high-demand fields.
- **Upskill Adults:** Workshops on technical skills and digital literacy cater to adults seeking career advancement or new opportunities.
- **Expand Accessibility:** Offering resources for underserved populations, such as access to technology and training, ensures equitable opportunities for success.

4. Boosting Community Engagement and Library Usage

The revitalized library space and STEAM programming are expected to draw more visitors, reversing trends of low traffic in recent years. Increased patronage has broad benefits:



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

- **Strengthened Community Ties:** The library becomes a central hub for information, innovation, and cultural exchange.
- **Increased Awareness:** Patrons gain exposure to the library's broader services, from digital resources to community events.
- **Economic Impact:** Higher library traffic can also positively affect nearby businesses, contributing to the local economy.

5. Aligning with Dearborn's Strategic Goals

The STEAM focus aligns with city-wide initiatives to enhance education, innovation, and family engagement. Libraries are a natural partner in achieving these goals, providing spaces for both formal and informal learning. The updated Esper Branch will serve as a model for how public spaces can adapt to meet 21st-century needs.

Projected Outcomes

1. **Increased Patronage:** Renovations will create a more appealing space, while STEAM services provide a strong draw for families, students, and job seekers.
2. **Stronger Community Connections:** Families and individuals will experience the library as a dynamic space for growth and creativity.
3. **Enhanced Lifelong Learning Opportunities:** With new STEAM programs, the library becomes a critical resource for skill development across all ages.

Investing in the Esper Branch Library not only addresses current infrastructure needs but also positions the library as a vital resource for fostering creativity, innovation, and community growth in Dearborn.

Incorporating the design for Bryant Branch Library will offer the community a look at what potential Bryant has within the community. The landscaping currently being re-envisioned, only lends for more cohesion in the final product, as having an architect actively seeing the development and understanding the determinations for the outside, will foster stronger understanding for the way the inside of the facility can be designed.

IMPLEMENTATION TIMELINE: The project is requested to begin immediately, with a schematic design phase, generating 3D imagery of the proposed improvements, with a goal of construction to take place by end of summer, 2025. The estimated 18-month timeline with each major phase is outlined below.

Conceptual/Schematic Design: 3 months
 Design Development: 2 months
 Construction Documents: 3 months
 Permitting/Bidding: 2 months
 Construction: 6 to 8 months

COMPLIANCE/PERFORMANCE METRICS: The Library and DPWF 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 the renovation of Esper Library
DATE: December 5, 2024

Budget Information

Projects:	I35424 Esper Library Renovation I35425 Bryant Library Renovation
Total Approved Project Budget:	\$1,765,421
Available Project Budget:	\$1,762,746
Requested Amount:	Not-To-Exceed \$595,000.00 (\$340,000 Esper, \$255,000 Bryant)
Funding Source:	Facilities Fund, Libraries, Architect & Engineering Services
Supplemental Budget:	N/A

Summary of Request

Purchasing, on behalf of the Library, recommends the award of a contract for A&E Services for the renovation of Esper & Bryant Library to MCD Architects, which was selected as a best source through competition exception due to their extensive background in Michigan municipal Library design. This contract includes A&E services and project management until the completion of the construction phase.

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

Background and Justification

The Esper Branch Library, located on Warren Avenue, has served the Dearborn community since its establishment in January 1953. Its last major expansion and renovation, completed in November 2000, brought the facility into alignment with the community's needs at the time. However, over two decades later, the building has suffered significant structural deterioration, including roof damage, window sills and frames in disrepair, and compromised walls. These issues present an urgent need for remediation to ensure the building's safety and functionality.

Both the Library and City administration have assessed the facility's current condition and unanimously agree that immediate attention is required. Beyond addressing structural issues, the facility's internal design no longer meets the demands of the community or the operational needs of library staff. Challenges include multiple inefficient entry points, outdated layouts limiting public space usability, and service stations poorly positioned in relation to natural traffic flow within the building. These inefficiencies restrict the library's capacity to deliver its full range of services effectively.

Although the Esper Branch has seen a modest increase in patronage this year, its overall traffic remains low compared to historical levels. This trend underscores the critical need for a revitalization effort to reestablish the branch as a vibrant hub of community activity. The proposed project would



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

modernize the facility and align it with current community priorities, particularly the growing demand for STEAM (Science, Technology, Engineering, Arts, Math & Music) programming, which is essential for family engagement and digital literacy.

Engaging an architecture firm to plan and guide these renovations is a pivotal first step. Professional expertise will ensure that the redesign not only addresses the immediate structural concerns but also reimagines the space to maximize its potential for long-term community benefit. This project represents a transformative opportunity to reinvigorate the Esper Branch Library, fostering renewed patron interest and positioning it as a cornerstone of innovation and learning for Dearborn residents.

Procurement Process

This procurement is in accordance with Section 2-568(b) (6) I, Other/Best Source, of the Code of the City of Dearborn.

Prepared By:

DocuSigned by:
Mark Rozinsky
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Mark Rozinsky, Purchasing Manager

Department Approval:

DocuSigned by:
Betty Adams
526C809C61C8424...

Betty Adams, Library Director

Budget Approval:

DocuSigned by:
Michael Kennedy
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CJ

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

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



EXECUTIVE SUMMARY AND MEMORANDUM

ORDINANCE NO. 24-1834

CITY CLERK, DEARBORN MI
2024 DEC 2 AM 8:35

REQUEST:

The Fire Department is requesting the adoption of the 2024 International Fire Code including appendixes and referenced code with the following exceptions:

- Chapter 10 (Means of Egress) shall be replaced with the 2015 Michigan Building Code
- Appendixes H, J, K, L, M shall not be adopted

DEPARTMENT:

Fire Department

BRIEF DESCRIPTION:

The Dearborn Fire Department is requesting to update the adopted Fire Code from the 2015 edition to the 2024 edition.

PRIOR COUNCIL ACTION:

Ord. No. 77-1874, § 5, 10-4-77; Ord. No. 95-647, 9-19-95; Ord. No. 99-763, 4-14-99; Ord. No. 06-1070, 5-15-06; Ord. No. 08-1181, 10-6-08; Ord. No. 11-1336, 11-7-11; Ord. No. 14-1448, 12-9-14; Ord. No. 17-1578, 5-9-17

BACKGROUND

The Dearborn Fire Department, to improve public safety, ensure building compliance with modern safety standards and minimize the risk associated with fire hazards, is asking to adopt the 2024 International Fire Code (IFC). New materials and construction methods have emerged since the publication of the current 2015 IFC; adoption of the new Code would keep Dearborn in alignment with best practices for fire prevention and response.

Keeping Chapter 10 as written in the Michigan Building Code allows the DFD and the Dearborn Building Department to enforce the same code standards; eliminating confusion and contradiction in the enforcement of the standards.

FISCAL IMPACT:

\$1500

COMMUNITY IMPACT:

The adoption of the new fire code is a necessary step to protect the lives, property, and environment in our community. This updated code reflects current best practices, technological advancements, and growing awareness of fire safety challenges, and it will play an essential role in safeguarding the future of Dearborn.



EXECUTIVE SUMMARY AND MEMORANDUM

IMPLEMENTATION TIMELINE:

Once the ordinance is adopted, the Fire Marshal Bureau will enforce the new code

COMPLIANCE/PERFORMANCE METRICS:

The Fire Department will enforce the 2024 IFC upon adoption of the ordinance.



EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: Fire Chief Joseph Murray

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Update Fire Code

DATE Nov 22, 2024

Budget Information

Adopted Budget:	N/A
Amended Budget:	\$1500 (New Code Books)
Requested Budget:	\$0
Funding Source:	Fire Publication Fund
Supplemental Budget:	N/A

Summary of Request

The Fire Department is requesting the adoption of the 2024 International Fire Code including appendixes and referenced code with the following exceptions:

- Chapter 10 (Means of Egress) shall be replaced with the 2015 Michigan Building Code
- Appendixes H, J, K, L, M shall not be adopted

Background and Justification

The Dearborn Fire Department, to improve public safety, ensure building compliance with modern safety standards and minimize the risk associated with fire hazards, is asking to adopt the 2024 International Fire Code (IFC). New materials and construction methods have emerged since the publication of the current 2015 IFC; adoption of the new Code would keep Dearborn in alignment with best practices for fire prevention and response.

Keeping Chapter 10 as written in the Michigan Building Code allows the DFD and the Dearborn Building Department to enforce the same code standards; eliminating confusion and contradiction in the enforcement of the standards.

The adoption of the new fire code is a necessary step to protect the lives, property, and environment in our community. This updated code reflects current best practices, technological advancements, and growing awareness of fire safety challenges, and it will play an essential role in safeguarding the future of Dearborn.



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

ORDINANCE NO. 24-1834

**AN ORDINANCE TO AMEND CHAPTER 10 OF THE
CODE OF ORDINANCES FOR THE CITY OF DEARBORN
BY AMENDING SECTION 10-38, TITLED "ADOPTION."**

THE CITY OF DEARBORN ORDAINS TO:

Amend Chapter 10, Section 10-38 as follows:

Sec. 10-38. - Adoption.

Unless specifically provided for in other codes or ordinances of the city, the standards developed under the procedures of the International Fire Code (IFC), ~~2015~~ 2024, including appendices ~~B A~~ through ~~† G, I, N and O~~, as amended, and the 2015 Michigan Building Code, as amended, shall apply. Chapter 10 of IFC 2024 and appendices H, J, K, L and M shall be excluded from adoption. The International Fire Code, ~~2015~~ 2024 edition, including appendices ~~B A~~ through ~~† G, I, N and O~~, adopted and published by the International Code Council, Inc., and the 2015 Michigan Building Code ~~is are~~ hereby incorporated by reference and made a part hereof as if fully set out in this article. A complete copy of the International Fire Code, ~~2015~~ 2024 edition, and appendices ~~B A~~ through ~~† G, I, N and O~~, and the 2015 Michigan Building Code, are available for public use and inspection at the office of the city clerk.

(Ord. No. 77-1874, § 5, 10-4-77; Ord. No. 95-647, 9-19-95; Ord. No. 99-763, 4-14-99; Ord. No. 06-1070, 5-15-06; Ord. No. 08-1181, 10-6-08; Ord. No. 11-1336, 11-7-11; Ord. No. 14-1448, 12-9-14; Ord. No. 17-1578. 5-9-17)

ORDINANCE NO. 24-1834

**AN ORDINANCE TO AMEND CHAPTER 10 OF THE
CODE OF ORDINANCES FOR THE CITY OF DEARBORN
BY AMENDING SECTION 10-38.1, TITLED "ADOPTION."**

THE CITY OF DEARBORN ORDAINS TO:

Amend Chapter 10, Section 10-38 as follows:

Sec. 10-38.1. - Additions, insertions, and changes.

The following sections of the International Fire Code, ~~2015~~ 2024 Edition, adopted in this article are hereby added or revised as follows:

(a) Section 1002. Definitions. Section 1002 is amended to add the following definitions:

BANQUET HALL: Any enclosed hall, building or portion of any building available for rental, lease or loan, for the purpose of public or private assemblies, whether or not a fee or other consideration is provided by the renter for use of the building.

The building must be designated as a banquet hall with a use group of A-2 indicated on the certificate of occupancy. The occupant load card issued for the building will have "BANQUET HALL" indicated on the occupant load card.

OCCUPANT LOAD: The number of persons for which the means of egress of a building or portion thereof is designed. The occupant load is indicated on the certificate of occupancy and the provided occupant load card issued by the building official and fire marshal through the ~~Department of Economic and Community~~ Department. When an occupant load established by the Zoning Board of Appeals is lower than the occupant load established by the fire marshal/building official, the Zoning Board of Appeals' occupant load shall prevail until all issues identified by the Zoning Board of Appeals in support of the decreased occupant load are mitigated.

The established occupant load will be clearly indicated on the certificate of occupancy and occupant load card.

RENTER: Shall mean any individual, group or association that rents, leases or borrows a banquet hall.

(b) Section 1004.3.1 Posting of occupant load. Every room or space that is an assembly occupancy shall have the occupant load of the room or space posted in a conspicuous place, near the main exit or exit access doorway from the room or space. Posted signs are provided by the building official and fire marshal through the ~~Department of Economic and Community~~ Department and shall be maintained by the owner or authorized agent.

Section 1004.3.4~~2~~. Disclosure of banquet hall occupant load in rental agreement; liability of owner or operator and renter. The owner or operator of a banquet hall must include a clause in its rental or lease agreement, or provide a separate form to the banquet hall renter, that includes the following:

1. A statement of the occupant load of the banquet hall or portion of the banquet hall being occupied by the renter.

2. Notification to the renter that, if the occupant load is exceeded during the renter's event, the City (police, fire marshal's office, or the building official) may terminate the event and evacuate the banquet hall pursuant to section ~~107.6~~ 110.6 of this code.

3. Notification to the renter that both the owner or operator and renter may be held responsible for violations of this code pursuant to section ~~107.5~~ 110.5 of this code, and shall be held liable for a misdemeanor in the event that the occupant load is exceeded in an unreasonable manner during the renter's event.

4. The signature of the owner or operator and the renter.

(Ord. No. 11-1337, 11-7-11; Ord. No. 17-1578. 5-9-17)



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Requesting approval of a one-time purchase with IB Electric for lighting and installation at the Dearborn Administrative Center.

DEPARTMENT: Public Works and Facilities, in conjunction with Purchasing

BRIEF DESCRIPTION: Requesting approval of a one-time purchase in the amount of \$65,830 and a 5% contingency of \$3,292 with IB Electric for lighting and installation at the Dearborn Administrative Center.

PRIOR COUNCIL ACTION: N/A

BACKGROUND:

The Dearborn Administrative Center is undergoing a comprehensive lighting upgrade, replacing over 600 light fixtures with energy-efficient LED technology. This project will modernize the facility, improve lighting quality, and significantly reduce energy costs. The switch to LEDs aligns with sustainability goals, as these fixtures consume less energy and have a longer lifespan, contributing to long-term cost savings and environmental benefits. These updates represent a strategic investment in energy efficiency and operational improvements for the administrative center.

FISCAL IMPACT:

The proposal received for lighting is \$65,830 and requesting a 5% contingency (\$3,292) for a total of \$69,122. This purchase is requested under the continuity of professional services.

COMMUNITY IMPACT: This project will modernize the facility, improve lighting quality, and significantly reduce energy costs. The switch to LEDs aligns with sustainability goals, as these fixtures consume less energy and have a longer lifespan, contributing to long-term cost savings and environmental benefits.

IMPLEMENTATION TIMELINE: 6 Weeks from Approval

COMPLIANCE/PERFORMANCE METRICS:

Installation of lighting will be confirmed by DPWF staff.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Purchase of Lighting and Installation for the Dearborn Administrative Center
DATE: December 4, 2024

Budget Information

Project:	J25124 DAC Facility Updates
Total Approved Project Budget:	\$1,294,450
Available Project Budget:	\$1,279,315
Requested Amount:	\$65,830
Contingency Amount:	\$3,292 (5%)
Funding Source:	Facilities Fund, Capital Project Support
Supplemental Budget:	N/A

Summary of Request

The Department of Public Works and Facilities Department, in conjunction with Purchasing, is requesting approval of a one-time purchase in the amount of \$65,830 and a 5% contingency of \$3,292 with IB Electric for lighting and installation at the Dearborn Administrative Center

It is respectfully requested that Council authorize the purchase, with immediate effect due to the lead time.

Background and Justification

The Dearborn Administrative Center is undergoing a comprehensive lighting upgrade, replacing over 600 light fixtures with energy-efficient LED technology. This project will modernize the facility, improve lighting quality, and significantly reduce energy costs. The switch to LEDs aligns with sustainability goals, as these fixtures consume less energy and have a longer lifespan, contributing to long-term cost savings and environmental benefits. These updates represent a strategic investment in energy efficiency and operational improvements for the administrative center.

Process

The lighting procurement followed the continuity of professional services in accordance with Section 2-568(b)(e).



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Prepared By:

DocuSigned by:

Mark Rozinsky

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Mark Rozinsky, Purchasing Manager

Budget Approval:

DocuSigned by:

Michael Kennedy

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Michael Kennedy, Finance Director/ Treasurer

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(Signature)

Department Approval:

DocuSigned by:

Tim Hawkins

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Tim Hawkins, Director of Public Works

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: Requesting approval of a one-time cooperative purchase with Partnr Haus for furniture, flooring, and installation at the Dearborn Administrative Center.

DEPARTMENT: Public Works and Facilities, in conjunction with Purchasing

BRIEF DESCRIPTION: Requesting approval of a one-time cooperative purchase in the amount of \$1,199,104 with Partnr Haus for furniture, flooring, and installation at the Dearborn Administrative Center. This includes a 5% contingency.

PRIOR COUNCIL ACTION: N/A

BACKGROUND:

The DAC will be undergoing minor updates and rearranging following the relocation of the Engineering Dept to DPW in order to better utilize the newly empty space. This will include the purchase of new furniture for the new layout of the DAC as well as new flooring.

The proposal received by Partnr Haus will include:

26 Private Offices

174 Workstations including chairs

16 Conference tables and 105 chairs

Carpet

LVT

Stair Treads

FISCAL IMPACT: The proposal received by Partnr Haus is \$842,613 and requesting a 5% contingency (\$42,131) for a total of \$884,744. Partnr Haus and Sunline Office provides cooperative pricing per The Interlocal Purchasing System (TIPS) Contract #230301.

The proposal received for flooring is \$299,390 and requesting a 5% contingency (\$14,970) for a total of \$314,360 This purchase is requested under the continuity of professional services.

Total cost for furniture and flooring: \$1,199,104

COMMUNITY IMPACT: The purchase of new furniture and new flooring for the DAC and rearranging of the current lay out will have a positive impact on the services provided to the



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

residents. The City of Dearborn's team has a profound and far-reaching impact on the community, influencing everything from daily conveniences to long-term sustainability and resilience. Their work shapes the city's present and future, making it a better place to live, work, and thrive.

IMPLEMENTATION TIMELINE: Furniture and flooring order will be placed upon contract execution, lead time for manufacture is 12 weeks. Delivery, off-loading and installation is included in the contract.

COMPLIANCE/PERFORMANCE METRICS:

Installation of furniture and flooring will be confirmed by DPWF staff.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: City Administration

VIA: Mayor Abdullah H. Hammoud

SUBJECT: COOP Purchase of Office Furniture and Flooring for the Dearborn Administrative Center

DATE: December 5, 2024

Budget Information

Project:	J25124 DAC Facility Updates
Total Approved Project Budget:	\$1,294,450
Available Project Budget:	\$1,279,315
Requested Amount:	\$1,142,003 (\$842,613 - furniture \$299,390 – flooring)
Contingency Amount:	\$57,101 (5%)
Funding Source:	Facilities Fund, Capital Project Support
Supplemental Budget:	N/A

Summary of Request

The Department of Public Works and Facilities Department, in conjunction with Purchasing, is requesting approval of a one-time cooperative contract purchase in the amount of \$1,199,104 (includes a 5% contingency) with Partnr Haus for furniture, installation, and new flooring at the Dearborn Administrative Center

It is respectfully requested that Council authorize the purchase, with immediate effect due to the 12-week lead time.

Background and Justification

The DAC will be undergoing minor updates and rearranging following the relocation of the Engineering Dept to DPW in order to better utilize the newly empty space. This will include the purchase of new furniture for the new layout of the DAC as well as new flooring.

The proposal received by Partnr Haus will include:

- 26 Private Offices
- 174 Workstations including chairs
- 16 Conference tables and 105 chairs
- Carpet
- LVT
- Stair Treads



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Process

The furniture 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, The Interlocal Purchasing System (TIPS) Contract #230301. 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. The flooring procurement followed the continuity of professional services in accordance with Section 2-568(b)(e).

Prepared By:

DocuSigned by:

Mark Rozinsky

D17EF0C142E84C3
Mark Rozinsky, Purchasing Manager

Budget Approval:

DocuSigned by:

Michael Kennedy

E77919D1421447F
Michael Kennedy, Finance Director/ Treasurer

DS
CK

Department Approval:

DocuSigned by:

Tim Hawkins

35BABCBSBED3455
Tim Hawkins, Director of Public Works

Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

E7A573BA25E3460
Jeremy J. Romer, Corporation Counsel



CITY OF DEARBORN
MAYOR ABDULLAH H. HAMMOUD



Land Swap Memo-2018.pdf

498K

DEPARTMENT OF LAW



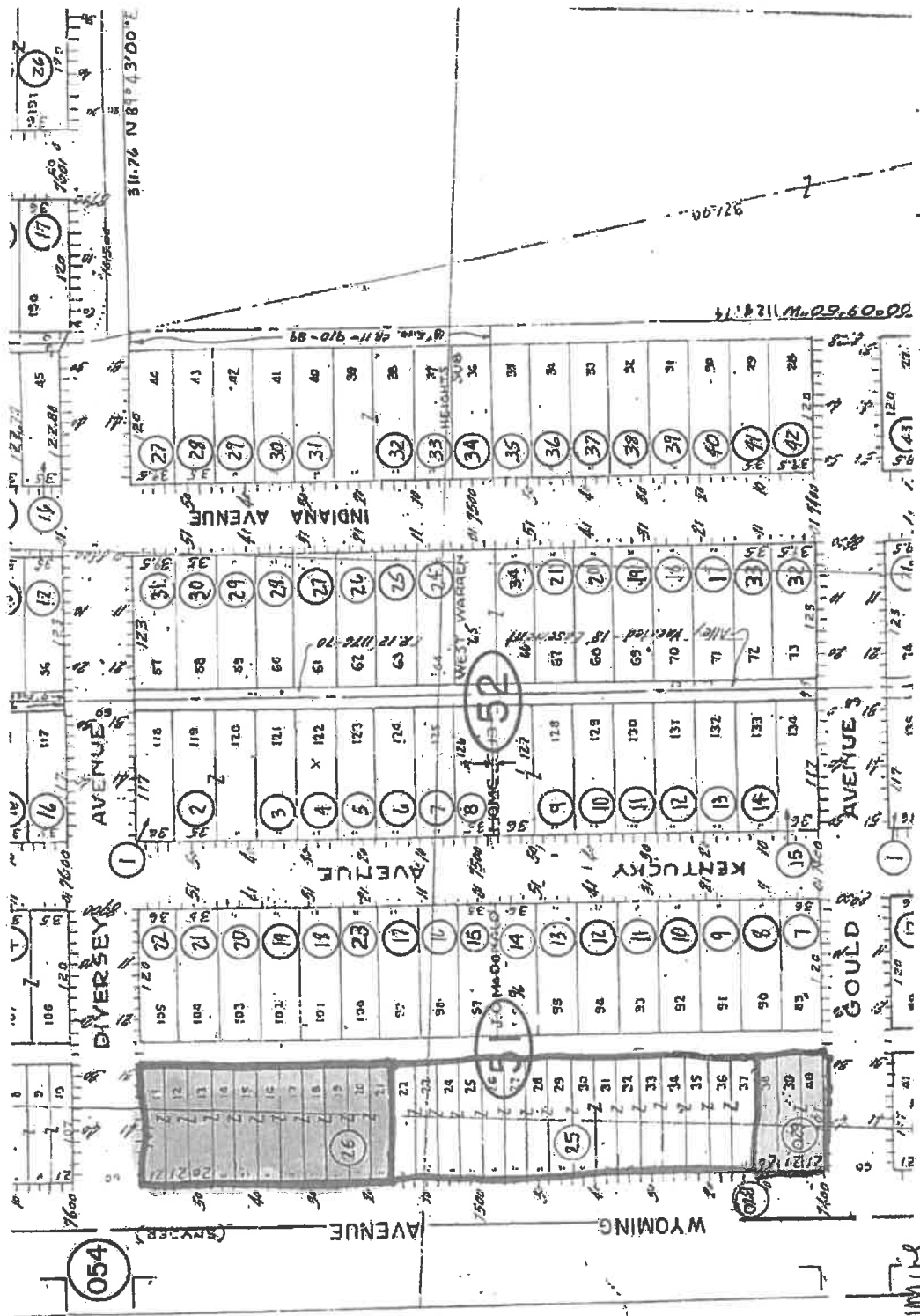
TO: CITY COUNCIL
FROM: CORPORATION COUNSEL
VIA: MAYOR JOHN B. O'REILLY, JR.
SUBJECT: LAND SWAP, 7500 WYOMING (PART OF WYOMING PARK)
62' X 107', ZONED BA (LOCAL BUSINESS DISTRICT)
DATE: APRIL 17, 2018

AHC Investments, LLC ("AHC"), by Ali Cheaito, its Member, is the owner of the strip mall located at 7518 Wyoming and the three vacant lots (Lots 38-40) located on the corner of Wyoming and Gould. The City-owned Wyoming Park at 7500 Wyoming is currently located between the AHC properties. See attached map.

AHC has requested to trade the three vacant lots it owns (Lots 38-40) on the corner of Wyoming and Gould for the three City-owned lots on the north end of the park (Lots 22-24). AHC wishes to utilize the additional lots for the expansion of the strip mall and/or for additional parking. If approved, the size of the park would remain the same; however, this trade would result in a shift in the park to the south by 62 ft.

The City Assessor has determined that the AHC lots and the City lots are similarly valued and opined that it is a fair trade. The Department of Recreation and Parks and Department of Law have reviewed the request and recommend approval, subject to the following conditions:

1. AHC must pay \$3,000 for park improvements.
2. AHC must pay for and relocate the fence that is currently between Lots 21 and 22 to the south property line between Lots 24 and 25, must remove the fence between Lots 37 and 38, and must install a fence along Gould St. which requires an 8 ft. opening centered on the south end of the property.
3. AHC must hire a licensed contractor and must obtain necessary permits.
4. The fence installation and relocation must be completed within sixty (60) days of closing.
5. All costs associated with the permits, surveys, and fence installation and relocation must be paid by AHC.
6. The new fencing must be of similar material and consistent with the fencing currently located at the site.
7. Lots 22-24 may only be sold or developed in combination with AHC's adjacent property. Lots 22-24 must be combined with Lots 11-21 which are also owned by AHC and may not be resplit or combined with other land



7518 Wyoming

82-10-043-51-026

AHC Investments, LLC

lots 11-21

7500 Wyoming

82-10-043-51-025

Wyoming Park

lots 22-37

740720 Wyoming

82-10-043-51-028

AHC Investments, LLC
lots 38-40

Exhibit A



Fence to be installed

Fence to be removed

Fence to be installed

35 ft.

8 ft. opening

Wyoming

Castle

Gould

By Byrnes supported by Bazzy.

5-206-18. WHEREAS: AHC Investments, LLC ("AHC"), by Ali Cheaito, its Member, is the owner of the strip mall located at 7518 Wyoming and the three vacant lots (Lots 38-40) located on the corner of Wyoming and Gould, and

WHEREAS: The City-owned Wyoming Park at 7500 Wyoming is currently located between the AHC properties, and

WHEREAS: AHC has requested to trade the three vacant lots it owns (Lots 38-40) on the corner of Wyoming and Gould for the three City-owned lots on the north end of the park (Lots 22-24), and

WHEREAS: AHC wishes to utilize the additional lots for the expansion of the strip mall and/or for additional parking, and

WHEREAS: The size of the park would remain the same; however, this trade would result in a shift in the park to the south by 62 ft., and

WHEREAS: The City Assessor has determined that the AHC lots and the City lots are similarly valued and opined that it is a fair trade, and

WHEREAS: It is recommended that the request to trade lots be approved, subject to the following conditions:

1. AHC must pay \$3,000 for park improvements.
2. AHC must pay for and relocate the fence that is currently between Lots 21 and 22 to the south property line between Lots 24 and 25, must remove the fence between Lots 37 and 38, and must install a fence along Gould St. which requires an 8 ft. opening centered on the south end of the property.
3. AHC must hire a licensed contractor and must obtain necessary permits.
4. The fence installation and relocation must be completed within sixty (60) days of closing.

5. All costs associated with the permits, surveys, and fence installation and relocation must be paid by AHC.
6. The new fencing must be of similar material and consistent with the fencing currently located at the site.
7. Lots 22-24 may only be sold or developed in combination with AHC's adjacent property. Lots 22-24 must be combined with Lots 11-21 which are also owned by AHC and may not be resplit or combined with other land without Dearborn City Council approval. A lot combination form must be completed at closing. AHC shall pay for all costs associated with such lot combination.
8. Conditions of the sale shall be noted on the deed as a right of reverter in favor of the City of Dearborn if the conditions are not met. The City shall retain a right to repurchase Lots 22-24 for the original sale price, less 10%, all deposits, and less costs associated with the transfer back to the City of Dearborn.
9. AHC shall comply with all requirements in the Dearborn Zoning Ordinance and waives its right to seek any variance.
10. Closing of this transaction must take place within thirty (30) days of the effective date of the Dearborn City Council Resolution which authorizes the sale of the property; failure to close within this period shall result in the resolution automatically being rescinded, deposit forfeited, and the sale declared null and void;

therefore be it

RESOLVED: That the property trade between the City of Dearborn and AHC Investments, LLC serves a public purpose because the park will be better located by shifting it to the south by 62 ft.; be it further

RESOLVED: That the lots that AHC acquires from the City will assist in the expansion and/or alleviate congestion in the area of the strip mall at 7518 Wyoming; be it further

RESOLVED: That this Council does hereby authorize the Mayor to execute a deed, transferring property described as:

Lots 22, 23, and 24, J.C. McDonald Home Sub., City of Dearborn, Wayne County, Michigan, as recorded in Liber 42, Page 91 of Plats, Wayne County records.

Tax I.D. part of 82-10-043-51-025
Commonly known as vacant lots on Wyoming, Dearborn, MI

to AHC Investments, LLC, in exchange for AHC Investments, LLC transferring fee simple title to the vacant property described as

Lot 38, J.C. McDonald Home Sub., City of Dearborn, Wayne County, Michigan, as recorded in Liber 42, Page 91 of Plats, Wayne County records.

Tax I.D. 82-10-043-51-028
Commonly known as vacant lot at 7420 Wyoming, Dearborn, MI

and

Lots 39 and 40, J.C. McDonald Home Sub., City of Dearborn, Wayne County, Michigan, as recorded in Liber 42, Page 91 of Plats, Wayne County records.

Tax I.D. 82-10-043-51-029
Commonly known as vacant lots at 7400 Wyoming, Dearborn, MI

to the City of Dearborn; be it further

RESOLVED: That the sale is contingent upon the above-referenced conditions being satisfied, and upon the satisfaction of the terms contained in the Purchase Agreement; be it further

RESOLVED: That the Corporation Counsel or her designee is authorized to execute documents on behalf of the City of Dearborn to complete this transaction; be it further

RESOLVED: That the City Council believes that said offer is fair and reasonable and is in the best interest of the City to accept said offer.

The resolution was unanimously adopted.



EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Zoning Language Amendment: Nonconformities – Amending Articles 1.00, 3.00, & 29.00

DEPARTMENT: Economic Development

BRIEF DESCRIPTION:

- The proposed ordinance amendment will increase flexibility for residents looking to invest in their single-family homes.
 - The proposed ordinance amendment will align nonconformity regulations to be consistent with case law and community preferences.
 - The Planning Commission recommended approval of the request at the November 18th, 2024 meeting.
 - The Planning & Zoning Division recommended approval to the Planning Commission.
-

PRIOR COUNCIL ACTION: N/A

BACKGROUND:

City Council has requested updates and modifications to nonconformity regulations to provide more flexibility for existing single-family homes with nonconforming setbacks.

FISCAL IMPACT: N/A

COMMUNITY IMPACT:

This will eliminate a significant procedural barrier by reducing the amount of cases that get reviewed by the Zoning Board of Appeals.

IMPLEMENTATION TIMELINE:

Requires two readings by City Council.

COMPLIANCE/PERFORMANCE METRICS: N/A



EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: Planning Commission
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Zoning Language Amendment:
DATE: December 5th, 2024 (COW)

Background:

Approximately 45% of homes in Dearborn were built prior to 1950. As a result, the City's aging housing stock is experiencing increasing pressure for major modifications, expansions, and repairs to meet modern market standards and preferences. However, existing single-family homes are often met with procedural barriers due to strict nonconformity regulations which permits only small modifications to nonconforming structures.

What is a nonconformity?

A nonconformity is something that met ordinance requirements at the time it was originally lawfully established, but doesn't meet current standards of the ordinance. This concept is outlined in the Michigan Zoning Enabling Act (MCL 125.3208). This concept means that even if a property doesn't meet current requirements it is allowed to continue to exist and operate as it was originally approved, subject to certain triggers.

Why Changes are Necessary

- Improvements and expansions to existing single-family residential homes are strictly regulated. This is a significant barrier to maintaining and improving the quality of Dearborn's housing stock.
- Language needs to be updated to be consistent with case law.
- Existing regulations do not produce consistent results or seem to meet community goals.
- Dearborn is a built-out city. We need to create more flexibility for things that align with community goals while still 'regulating out' things that do not meet community standards.

Summary of Changes:

- Eliminate the following nonconformity triggers for single-family homes:
 - 38% expansion of gross floor area (GFA)
 - 50% of the assessed value of the structure



EXECUTIVE SUMMARY AND MEMORANDUM

- Allow single-family homes to construct along an existing nonconforming side or rear setback (see *pg. 11 of ordinance*).
- Re-organize Article 3 to clearly separate nonconforming structure, uses, and properties. This change will allow the City to be more intentional with what we are trying to regulate.
- Create clear regulations for nonconforming uses including having standards that signal the abandonment of a nonconforming use (this is to ensure consistency with case law).
- Provide the Planning Commission the authority to:
 - Approve the substitution of a nonconforming use to something less intensive (the Zoning Board of Appeals was previously designated with this authority).
 - Make a ruling on classifying nonconforming uses. This is considered a best practice.
- Clear up inconsistencies and relocate regulations as appropriate.

Recommendation:

After due consideration and a public hearing on November 18th, 2024 the following recommendation was made by the Planning Commission:

A motion was made by Commissioner Saymuah, supported by Commissioner King to approve the ordinance amendment for Sections 1.00, 3.00, & 29.00. Upon roll call the following vote was taken: Ayes: (7) (Commissioners Abdallah, Easterly, Fadlallah, Kadouh, King, Phillips, and Saymuah). Absent: (1) (Commissioner Aljahmi). The motion was adopted.

Signature Page

Prepared by:

Kaileigh Bianchini

KAILEIGH BIANCHINI, AICP
Planning and Zoning Manager

Approved:

JORDAN TWARDY
Economic Development Director

JEREMY ROMER
Corporation Counsel

**ORDINANCE NO. xx-xx
AN ORDINANCE TO AMEND THE ZONING ORDINANCE
OF THE CITY OF DEARBORN BY AMENDING
ARTICLE 3.00, ENTITLED "NONCONFORMITIES"**

THE CITY OF DEARBORN ORDAINS TO:

Amend Article 3.00 of the Zoning Ordinance of the City of Dearborn to include the following:

~~Sec. 3.01. Intent.~~

~~—Nonconformities are uses, structures, buildings, or lots which do not conform to one or more provisions or requirements of this ordinance or a subsequent amendment, but which were lawfully established prior to the time of adoption of the ordinance or amendment. Such nonconformities are not compatible with the current or intended use of land in the district in which they are located. Therefore, it is the intent of this ordinance to permit such nonconformities to continue under certain conditions, but to discourage their expansion, enlargement, or extension. Accordingly, the purpose of this section is to establish regulations that govern the completion, restoration, reconstruction, extension, and/or substitution of nonconformities, and to specify the circumstances and conditions under which nonconformities shall be permitted to continue.~~

~~(Ord. No. 93-553, § 3.01, 2-2-1993)~~

~~Sec. 3.02. Definitions.~~

~~—For the purposes of this Article, the following words and phrases shall have the meaning ascribed to them:~~

~~—Effective date. Whenever this Article refers to the "effective date," the reference shall be deemed to include the effective date of any amendments to this ordinance if the amendments created a nonconforming situation.~~

~~—Nonconforming building. A building or portion thereof which was lawfully in existence at the effective date of this ordinance, February 11, 1993, or amendments thereto, that does not meet the limitations on building size, location on a lot, or other regulations for the district in which such building is located.~~

~~—Nonconforming lot. A lot which was lawfully in existence at the effective date of this Ordinance, Feb. 11, 1993, or amendments thereto, that does not meet the minimum area or lot dimensional requirements of the district in which the lot is located.~~

~~—Nonconforming sign. A sign which was lawfully in existence on the effective date of this ordinance, Feb. 11, 1993, or amendments thereto, that does not conform to one or more regulations set forth in the ordinance.~~

~~—Nonconforming use. A use which was lawfully in existence at the effective date of this ordinance, Feb. 11, 1993, or amendment thereto, and which does not now conform to the use regulations of this ordinance for the zoning district in which it is now located.~~

~~—Structural nonconformity. A nonconformity that exists when the height, size, or minimum floor space of a structure, or the relationship between an existing building and other buildings or lot lines, does not conform to the standards of the district in which the property is located. Also sometimes referred to as a dimensional nonconformity.~~

~~(Ord. No. 93-553, § 3.02, 2-2-1993)~~

~~Sec. 3.03. General requirements.~~

~~—The following regulations shall apply to all nonconforming uses, structures, and lots:~~

~~—A. Continuation of nonconforming uses and structures. Any lawful nonconforming use established on or before the effective date of this ordinance, Feb. 11, 1993, or amendment thereto may be continued and shall not be considered to be in violation of this ordinance, provided that, unless otherwise noted in this Article, the building and land involved shall neither be structurally altered, nor enlarged unless such modifications conform to the provisions of this ordinance for the district in which it is located. Nothing in this ordinance shall be deemed to prevent the strengthening or restoring to a safe condition of any building or part thereof declared to be unsafe by an official charged with protecting the public safety, upon order of such official.~~

~~—B. Buildings under construction. To avoid undue hardship, nothing in this ordinance shall be deemed to require a change in plans, construction, or designated use of any building on which actual construction was lawfully begun prior to the effective date of adoption or amendment of this ordinance and upon which actual building construction has been diligently carried on. Actual construction is hereby defined to include the placing of construction materials in permanent position and fastened in a permanent manner. Where demolition or removal of an existing building has begun preparatory to rebuilding, such work shall be deemed to be actual construction, provided that such work shall be diligently carried on until completion of the building involved.~~

~~—C. Discontinuation of nonconforming uses and structures.~~

~~—1. Nonconforming structure. When a nonconforming use of a structure, or structure and land in combination is discontinued or abandoned for one hundred eighty (180) days or discontinued for any period of time without a present intention to reinstate the nonconforming use, the structure or structure and land in combination shall not thereafter be used except in conformance with the provisions of the district in which it is located.~~

~~—2. Nonconforming uses of open land. If any nonconforming use of open land ceases for any reason for a period of more than one hundred eighty (180) days, any subsequent use of such land shall conform to the provisions set forth of the district in which it is located.~~

~~—3. Seasonal uses. In applying this subsection to seasonal uses, the time during the off-season shall not be counted.~~

~~—D. Purchase or condemnation. In order to accomplish the elimination of nonconforming uses and structures which constitute a nuisance or are detrimental to the public health, safety and welfare, the City, pursuant to Section 3a, Public Act 207 of 1921, as amended, may acquire by purchase, condemnation or otherwise, private property for the purpose of removal of nonconforming uses or structures. Where acquisition is contemplated, the procedures set forth in Section 3.06 shall be followed.~~

~~—E. Recording of nonconforming uses and structures. The director of building and safety shall be responsible for maintaining records of nonconforming uses and structures as accurate as is feasible, and for determining legal nonconforming uses and structures in existence on the effective date of this ordinance. Failure on the part of a property owner to provide the director of building and safety with necessary information to determine legal nonconforming status may result in denial of required or requested permits.~~

~~—F. Establishment of a conforming use or structure. In the event that a nonconforming principal use or structure is superseded by a conforming principal use or structure on a site, the nonconforming use or structure shall be immediately and permanently removed.~~

~~—G. Change of tenancy or ownership. In the event there is a change in tenancy, ownership, or management, an existing nonconforming use or structure shall be allowed to continue provided there is no change in the nature or character of such nonconformity.~~

~~—H. Exceptions and variances. Any use for which a special exception or variance has been granted as provided in this ordinance shall not be deemed a nonconformity.~~

~~—I. Unlawful nonconformities. No nonconformity shall be permitted to continue in existence if it was unlawful at the time it was established.~~

~~—J. Substitution. A nonconforming use may be changed to another nonconforming use upon approval of the zoning board of appeals provided that no structural alterations are required to accommodate the new nonconforming use, and that the proposed use is equally or more appropriate in the district than the existing nonconformity. In permitting such a change, the zoning board of appeals may require conditions to accomplish the purposes of this ordinance.~~

~~—K. Change of location. Should a nonconforming structure be moved to another parcel or to another location on the same parcel for any reason whatsoever, it shall thereafter conform to the regulations for the district in which it is located after it is moved.~~

~~(Ord. No. 93-553, § 3.03, 2-2-1993)~~

~~Sec. 3.04.— Nonconforming lots of record.~~

~~—The following regulations shall apply to any nonconforming lot of record or nonconforming lot described in a deed or land contract executed and delivered prior to the effective date of this ordinance or amendment thereto:~~

~~—A.— Use of nonconforming lots. Any nonconforming lot shall be used only for a use permitted in the district in which it is located. In any district in which single family dwellings are permitted, notwithstanding limitations imposed by other provisions of this ordinance, a single-family dwelling and customary accessory buildings may be erected on any single lot of record in existence at the effective date of adoption or amendment thereto. This provision shall apply even though such single-family lot fails to meet the requirements for area or width, or both, provided that the lot can be developed as proposed, meeting all setback standards of the zoning ordinance without any significant adverse impact on surrounding properties or the public health, safety, and welfare.~~

~~—B.— Variance from area and bulk requirements. If the use of nonconforming lot requires a variation from the area or bulk requirements, then such use shall be permitted only if a variance is granted by the zoning board of appeals.~~

~~—C.— Nonconforming contiguous lots under the same ownership. If two (2) or more lots or combination of lots with contiguous frontage in single ownership are of record at the time of adoption or amendment of this ordinance, and if all or part of the individual lots do not meet the requirements established for lot width and area, the lots involved shall be considered to be an individual parcel for the purposes of this ordinance. No portion of said parcel shall be used, occupied, or sold in a manner which diminishes compliance with lot width and area requirements established by this ordinance, nor shall any division of an parcel be made which creates a lot with width or area less than the requirements stated in this ordinance. These provisions shall not apply to contiguous lots in single ownership where each of the lots is occupied by a dwelling unit.~~

~~—D.— Combination of nonconforming lots. Upon application to the city planner, he may permit the combination, in whole or in part, of nonconforming lots of record into building sites less than the size requirements established by this ordinance, provided that the combination of lots reduces the degree of nonconformity and results in a parcel which is capable of accommodating a structure that is in conformance with the building area, setback, and side yard requirements of this ordinance.~~

~~{Ord. No. 93-553, § 3.04, 2-2-1993}~~

~~Sec. 3.05.— Modification to nonconforming uses or structures.~~

~~—No nonconforming use or structure shall be enlarged, extended, or structurally altered, nor shall any nonconformity be changed to a different nonconformity which increases the intensity of use or nonconformity, except as specifically permitted by the regulations which follow:~~

~~—A. Applicability. The following regulations shall apply to any nonconforming use or structure, including:~~

~~—1. Nonconforming uses of open land.~~

~~—2. Nonconforming use of buildings designed or used for a conforming use.~~

~~—3. Nonconforming use of buildings specifically designed for the type of use which occupies them but not suitable for a conforming use.~~

~~—4. Buildings designed and used for a conforming use but not in conformance with area and bulk, parking, loading, or landscaping requirements.~~

~~—5. Nonconforming structures, such as fences and signs.~~

~~—B. Enlargement, extension, or alteration.~~

~~—1. Increase in nonconformity prohibited. Except as specifically provided in this section, no person may engage in any activity that causes an increase in the extent of any nonconformity. For example, physical alteration of structures or the placement of new structures on open land is unlawful if such activity results in:~~

~~— An increase in the total amount of space devoted to a nonconforming use, or~~

~~— Greater nonconformity with respect to dimensional restrictions, such as setback requirements, height limitations, density requirements, or other requirements in the district in which the property is located.~~

~~—2. Permitted extension. Any nonconforming use may be extended throughout any part of a building which was manifestly arranged or designed for such use at the time of adoption or amendment of this ordinance, but no such use shall be extended to occupy any land outside such building. No nonconforming use of land shall be enlarged, increased, or extended to occupy a greater area of land, nor shall any such use be moved in whole or in part to any portion of the lot or parcel than was occupied on the effective date of this ordinance or amendment thereto.~~

~~—3. Alterations that decrease nonconformity. Any nonconforming structure or any structure or portion thereof containing a nonconforming use, may be altered if such alteration serves to decrease the nonconforming nature of the structure or use, subject to the limitations in sections 3.05(C) and (D) below. The zoning administrator shall determine if a proposed alteration will decrease the degree of nonconformity.~~

~~—4. Alterations to existing structures with dimensional nonconformities. (Note: This provision is also intended to apply to new commercial structures, so similar language will be added to the Development Standards for Business and Office Districts.)~~

~~—Many buildings in commercial corridors in Dearborn were built on lots with platted depths of one hundred twenty (120) feet or less. It is recognized that such shallow lot depths are a practical difficulty, as defined in this Ordinance, and have necessitated zoning variances for~~

~~most new developments and alterations to existing buildings. In recognition of the practical difficulty presented by lots with depths of one hundred twenty (120) feet or less, on those lots, no variances are required for side and front yard setbacks and rear yard setbacks, except that each new development must have at least a one (1) foot setback from the property line. As a trade off for leniency with setbacks and landscaping, it is the intent of the City of Dearborn to require strict adherence to parking and lot coverage requirements.~~

~~—To prevent situations where more intense uses are proposed for buildings shortly after new construction or alterations are completed, no variances may be granted on a property for which a variance was obtained within the previous ten (10) years.~~

~~—C. Repairs, improvements, and modernization.~~

~~—1. Required repairs. Repairs or maintenance deemed necessary by the director of building and safety to keep a nonconforming building structurally safe and sound are permitted. However, if a nonconforming structure or a structure containing a nonconforming use becomes physically unsafe and/or unlawful due to lack of maintenance and repairs and is declared as such by the director of building and safety, it shall not thereafter be restored, repaired, or rebuilt except in full conformity with the regulations in the district in which it is located.~~

~~—2. Additional permitted improvements. Additional repairs, improvements, or modernization of nonconforming structures, beyond what is required to maintain the safety and soundness of the structure, shall be permitted provided such repairs or improvements do not exceed fifty (50) percent of the market value as determined by the city assessor of the structure during any period of twenty four (24) consecutive months. Repairs, improvements, and modernization approved under this provision shall not result in any of the following conditions:~~

~~—(a) Enlargement of any existing dimensional nonconformity (construction of a building addition along an existing nonconforming setback line is prohibited, any addition shall not be placed within the required setback).~~

~~—(b) Expansion of a nonconforming use.~~

~~—(c) Creation of any new nonconformity.~~

~~—(d) An increase in gross floor area (excluding basements) of more than thirty eight (38) percent.~~

~~—(e) Expansion of a structure or use that is nonconforming per the parking requirements in Article 4 unless the new parking requirement is met.~~

~~—D. Damage by fire or other catastrophe. Any nonconforming structure or structure housing a nonconforming use that is damaged by fire, flood, or other means in excess of fifty (50) percent of the structure's precatastrophe fair market value (as determined by the city assessor) shall not be rebuilt, repaired, or reconstructed, except in complete conformity with the provisions of this ordinance.~~

~~—In the event that the damage is less than fifty (50) percent of the structure's precatastrophe fair market value, the structure may be restored to its precatastrophe status. Such restoration shall take place only upon approval of the director of building and safety and in full compliance shall be completed within one (1) year from the date of catastrophe.~~

~~(Ord. No. 93-553, § 3.05, 2-2-1993; Ord. No. 02-887, 4-16-2002; Ord. No. 07-1114, 4-2-2007; Ord. No. 18-1605, 1-30-2018)~~

~~Sec. 3.06.— Acquisition of nonconforming structures or uses.~~

~~—The City may acquire by purchase, condemnation, or otherwise private property or an interest in private property for the removal of nonconforming uses and structures, except that the property shall not be used for public housing. The city council may provide that the cost and expense of acquiring private property be paid from general funds, or the cost and expense or a portion thereof be assessed to a specific district. The elimination of nonconforming uses and structures in a zoned district as provided is declared to be for a public purpose for a public use. The city council may institute and prosecute proceedings for the condemnation of nonconforming uses and structures under the power of eminent domain in accordance with the provisions of the City Charter relative to condemnation, or in accordance with Act No. 149 of the Public Acts of 1911, as amended, being Sections 213.21 to 213.41 of the Michigan Compiled Laws, or any other applicable statute.~~

~~(Ord. No. 93-553, § 3.06, 2-2-1993)~~

Sec. 3.01. - Intent.

Nonconformities are uses, structures, buildings, or lots which do not conform to one or more provisions or requirements of this ordinance or a subsequent amendment, but which were lawfully established prior to the time of adoption of the ordinance or amendment. Such nonconformities are not compatible with the current or intended use of land in the district in which they are located. Therefore, it is the intent of this ordinance to permit such nonconformities to continue under certain conditions, but to discourage their expansion, enlargement, or extension. Accordingly, the purpose of this section is to establish regulations that govern the completion, restoration, reconstruction, extension, and/or substitution of nonconformities, and to specify the circumstances and conditions under which nonconformities shall be permitted to continue.

Sec. 3.02.-General requirements

- A. *Continuation of nonconforming uses and structures.* Any lawful nonconformities established on or before the effective date of this ordinance or subsequent amendment may be continued and shall not be considered to be in violation of this ordinance, provided that, unless otherwise noted in this Article, the building and land involved shall neither be structurally altered, nor enlarged unless such modifications conform to the provisions of this ordinance for the district in which it is located. Nothing in this ordinance shall be deemed to prevent the strengthening or restoring to a safe condition of any building or part thereof declared to be unsafe by an official charged with protecting the public safety, upon order of such official.
- B. *Buildings under construction.* To avoid undue hardship, nothing in this ordinance shall be deemed to require a change in plans, construction, or designated use of any building on which actual construction was lawfully begun prior to the effective date of adoption or amendment of this ordinance and upon which actual building construction has been diligently carried on. Actual construction is hereby defined to include the placing of construction materials in permanent position and fastened in a permanent manner. Where demolition or removal of an existing structure has begun preparatory to rebuilding, such demolition or removal shall be deemed to be actual construction, provided that such work shall be diligently carried on until completion of the building involved.
- C. *Recording of nonconforming uses and structures.* The city shall be responsible for maintaining records of nonconforming uses and structures as accurate as is feasible, and for determining legal nonconforming uses and structures in existence on the effective date of this ordinance. Failure on the part of a property owner to provide the city with necessary information to determine legal nonconforming status may result in denial of required or requested permits.

- D. Establishment of a conforming use or structure. In the event that a nonconforming principal use or structure is superseded by a conforming principal use or structure on a site, the nonconforming use or structure shall be immediately and permanently removed.
- E. A change of tenancy, ownership or management of any existing non-conforming uses of land, structures and premises shall not alter the non-conforming status of a non-conforming building, structure, use, or lot, provided there is no change in the nature or character of such non-conforming uses.
- F. Exceptions and variances. Any use for which a special exception or variance has been granted as provided in this ordinance shall not be deemed a nonconformity.
- G. Unlawful nonconformities. No nonconformity shall be permitted to continue in existence if it was unlawful at the time it was established.

Sec. 3.03. - Nonconforming lots of record.

The following regulations shall apply to any nonconforming lot of record or nonconforming lot described in a deed or land contract executed and delivered prior to the effective date of this ordinance or amendment thereto:

- A. *Use of nonconforming lots.* Any lot of record existing at the effective date of the ordinance codified in this chapter that now fails to meet the requirements for area or width, or both, that are generally applicable in the district shall be considered a nonconforming lot. A principal building and customary accessory buildings for a permitted use may be erected on any nonconforming lot of record, provided all other standards are met, such as setbacks, minimum floor area, maximum height and access requirements.
- B. *Variance from area and bulk requirements.* If the use of a nonconforming lot requires a deviation from the area or bulk requirements, then such use shall be permitted only if a variance is granted by the zoning board of appeals.
- C. *Nonconforming contiguous lots under the same ownership.* If two (2) or more lots or combination of lots with contiguous frontage in single ownership are of record at the time of adoption or amendment of this ordinance, and if all or part of the individual lots do not meet the requirements established for lot width and area, the lots involved shall be considered to be an individual parcel for the purposes of this ordinance. No portion of said parcel shall be used, occupied, or sold in a manner which diminishes compliance with lot width and area requirements established by this ordinance, nor shall any division of a parcel be made which creates a lot with width or area less than the requirements stated in this ordinance. These provisions shall not apply to contiguous lots in single ownership where each of the lots is occupied by a dwelling unit.

D. *Combination of nonconforming lots.* Upon application to the city planner, they may permit the combination, in whole or in part, of nonconforming lots of record into building sites less than the size requirements established by this ordinance, provided that the combination of lots reduces the degree of nonconformity and results in a parcel which is capable of accommodating a structure that is in conformance with the building area, setback, and side yard requirements of this ordinance.

Sec. 3.04.- Nonconforming uses

Where, at the effective date of this Article or amendment thereto, lawful use of land exists that is made no longer permissible under the provisions of this Article as enacted or amended, such use may be continued so long as it remains otherwise lawful, subject to the regulations outlined within this section of the ordinance.

- A. *Applicability.* The following regulations shall apply to any nonconforming use includes nonconforming uses of open land and nonconforming uses operating within existing buildings and structures.
- B. *Increase in nonconformity prohibited.* Except as specifically provided in this section, a nonconforming use shall not be enlarged or increased, or extended to occupy a greater area of land. A nonconforming use shall not be permitted to make any physical modifications to a building, structure, or property that results in the use operating in a more intensive manner.
- C. *Permitted Improvements.* On any structure devoted in whole or in part to any nonconforming use, work may be done to an extent not exceeding fifty percent (50%) of the estimated value of the structure, as determined by the most recent assessment of the market value of the structure for purposes of taxation, provided that the gross floor area of the structure is not increased.
- D. *Abandonment.* A non-conforming use shall be determined to be abandoned if one or more of the following conditions exist, and which shall be deemed to constitute an intent on the part of the property owner to abandon the non-conforming use:
 - 1. Utilities, such as water, gas and electricity to the property, have been disconnected.
 - 2. The property, buildings, or grounds have fallen into disrepair.
 - 3. Signs or other indications of the existence of the non-conforming use have been removed.
 - 4. Removal of equipment or fixtures which are necessary for the operation of the non-conforming use.
 - 5. Other actions, in the opinion of the Planning Commission, constitute an intention on the part of the property owner or lessee to abandon the non-conforming use.
- E. *Substitution.* If no structural alterations are made, any non-conforming use of a structure, or structure and premises, may be changed to another non-conforming

use provided that the Planning Commission, either by general rule or by making findings in the specific case, shall find that the proposed use is equally appropriate or more appropriate in the district than the existing non-conforming use; in permitting such change, the Planning Commission may require appropriate conditions and safeguards in accord with the purpose and intent of this ordinance.

- F. Those alleged non-conforming uses which cannot be proved to have been lawfully established shall be declared illegal and shall be discontinued following the effective date of this section.
- G. Nothing in this section shall be deemed to prevent the strengthening or restoring to a safe condition of any structure or part thereof declared to be unsafe by an official charged with protecting the public safety, upon order of such official.

Sec. 3.05.- Modification to nonconforming single-family residential structures.

- A. *Intent.* It is hereby the intent of the City of Dearborn to classify single-family homes with nonconforming setbacks as a benign nonconformity. As such, the city will permit additional flexibility for existing single-family homes that do not meet current setback requirements in order to encourage continued improvement and maintenance of Dearborn's housing stock.
- B. *Expansion of Nonconforming Residential Structures.* Existing single-family residential structures may be permitted to extend upward and/or along an existing nonconforming side or rear setback subject to the following conditions:
 - 1. The proposal does not result in an enlargement of an existing dimensional nonconformity (i.e.- the degree of nonconformity cannot be further increased).
 - 2. The proposal is compliant with all other ordinance requirements, including but not limited to, those outlined in Article 29.00 and Sec. 2.05.

Sec. 3.06. - Modification to nonconforming structures or sites.

No nonconforming structure or site shall be enlarged, extended, or structurally altered, nor shall any nonconformity be changed to a different nonconformity which increases the intensity of use or nonconformity, except as specifically permitted by the following regulations.

- A. *Increase in nonconformity prohibited.* Except as specifically provided in this section, no person may engage in any activity that causes an increase in the extent of any nonconformity including but not limited to:
 - 1. Greater nonconformity with respect to dimensional restrictions, such as setback requirements, height limitations, density requirements, or other requirements in the district in which the property is located.

2. Greater nonconformity with respect to site requirements, such as landscaping, paving, screening, or other requirements that apply to how a property is developed.
- C. *Required repairs.* Repairs or maintenance deemed necessary by the Building Official to keep a nonconforming building structurally safe and sound are permitted.
- D. *Alterations that decrease nonconformity.* Any nonconforming structure or site may be altered if such alteration serves to decrease the nonconforming nature, subject to the limitations in Section 3.06 D below.
- E. *Additional permitted improvements.* Additional repairs, improvements, or modernization of nonconforming structures or sites, beyond what is required to maintain the safety and soundness of a structure, shall not result in any of the following conditions:
1. Enlargement of any existing dimensional nonconformity (construction of a building addition along an existing nonconforming setback line is prohibited, any addition shall not be placed within the required setback).
 2. Expansion of a nonconforming use.
 3. Creation of any new nonconformity.
 4. An increase in gross floor area (excluding basements) of more than thirty-eight (38) percent.
 5. Expansion of a structure or use that is nonconforming per the parking requirements in Article 4 unless the new parking requirement is met.

Sec. 3.07. - Damage by fire or other catastrophe

Any nonconforming structure or structure housing a nonconforming use that is damaged by fire, flood, or other means in excess of fifty (50) percent of the structure's precatastrophe fair market value (as determined by the city assessor) shall not be rebuilt, repaired, or reconstructed, except in complete conformity with the provisions of this ordinance. In the event that the damage is less than fifty (50) percent of the structure's precatastrophe fair-market value, the structure may be restored to its precatastrophe status. Such restoration shall take place only upon approval of the director of building and safety and in full compliance shall be completed within one (1) year from the date of catastrophe.

Sec. 3.08- Definitions

For the purposes of this Article, the following words and phrases shall have the meaning ascribed to them:

Effective date. Whenever this Article refers to the "effective date," the reference shall be deemed to include the effective date of any amendments to this ordinance if the amendments created a nonconforming situation.

Nonconforming building. A building or portion thereof which was lawfully in existence at the effective date of this ordinance, February 11, 1993, or amendments thereto, that does not meet the limitations on building size, location on a lot, or other regulations for the district in which such building is located.

Nonconforming lot. A lot which was lawfully in existence at the effective date of this Ordinance, Feb. 11, 1993, or amendments thereto, that does not meet the minimum area or lot dimensional requirements of the district in which the lot is located.

Nonconforming sign. A sign which was lawfully in existence on the effective date of this ordinance, Feb. 11, 1993, or amendments thereto, that does not conform to one or more regulations set forth in the ordinance.

Nonconforming use. A use which was lawfully in existence at the effective date of this ordinance, Feb. 11, 1993, or amendment thereto, and which does not now conform to the use regulations of this ordinance for the zoning district in which it is now located.

Structural nonconformity. A nonconformity that exists when the height, size, or minimum floor space of a structure, or the relationship between an existing building and other buildings or lot lines, does not conform to the standards of the district in which the property is located. Also sometimes referred to as a dimensional nonconformity.

**ORDINANCE NO. xx-xx
AN ORDINANCE TO AMEND THE ZONING ORDINANCE
OF THE CITY OF DEARBORN BY AMENDING SECTION
1.03 OF ARTICLE 1.00, ENTITLED "SHORT TITLE, RULES OF CONSTRUCTION AND
DEFINITIONS"**

THE CITY OF DEARBORN ORDAINS TO:

Amend Section 1.03 of Article 1.00 of the Zoning Ordinance of the City of Dearborn to include the following:

Sec. 1.03 Definitions

Construction, new. ~~Erection of a new building, structure or home; or repairs/renovation/addition to an existing building, structure or home where the repairs/renovation/addition costs exceed fifty (50) percent of the value of the existing building, structure or home. Repairs that are required to restore a building, structure or home after a catastrophe are not considered new construction.~~

**ORDINANCE NO. xx-xx
AN ORDINANCE TO AMEND THE ZONING ORDINANCE
OF THE CITY OF DEARBORN BY AMENDING SECTION
29.02 OF ARTICLE 29.00, ENTITLED "SCHEDULE OF REGULATIONS"**

**THE CITY OF DEARBORN ORDAINS TO:
Amend Section 29.02 of Article 29.00 of the Zoning Ordinance of the City of
Dearborn to include the following:**

ARTICLE 29.00 - SCHEDULE OF REGULATIONS

Sec. 29.02. - Schedule of regulations.

All buildings, uses, and parcels of land shall comply with the regulations set forth in the following schedule of regulations and footnotes thereto.

Section 29.02-SCHEDULE OF REGULATIONS

	<i>Lot Minimum</i>		<i>Maximum Height of Structures</i>		<i>Maximum Coverage of Lot by All Buildings</i>	<i>Minimum Setback Requirement (in Feet) i, j</i>				<i>Minimum Usable Floor Area Per Unit (Sq. Ft.)</i>	<i>Maximum Density Units/Acre</i>
	<i>Area (Sq. Ft.)</i>	<i>Width (Feet)</i>	<i>In Stories</i>	<i>In Feet</i>		<i>Front Yard</i>	<i>One Side Yard</i>	<i>Other Side Yard</i>	<i>Rear Yard</i>		
R-A One Family	7,500 g.	60'	a.	a.	c	25 b	a.	a.	a.	1,200	5.8
R-B One Family	6,000 g.	50'	a.	a.	c	25 b	a.	a.	a.	1,000	7.26
R-P Residential Preservation											
R-B Duplex	3,500/unit	70'	a.	a.		25 b	a.	a.	a.	1,000	6.23
R-C Multiple Family Low Density	5,000/unit	—	2	30'	40%	25'	10'	10'	20'		8.71
R-D Multiple Family Medium Density	3,600/unit	—	3	40'	50%	35'	20'	20'	30'		12.1
R-E Multiple Family High Density	2,100/unit	—	4	50'	60%	45'	30'	30'	30'		20.7
R-E Housing for the Elderly	1,500/unit k.	—	4 d.	50' d.	30%	25'	30'	30'	30'	350	29.04 d.
R-E Condominium Stacked Units	1,400/unit	—	4	45'	50%	15'	9'	9'	30'		31
O-S Business Office	—	—	3	35'	25%	10'	7' e. h.	e. h.	20'	—	—
B-A Local Business	—	—	2	30'	30%	50' f.	7' h.	e. h.	20'	—	—
B-B Community Business	—	—	3	40'	40%	50' f.	7' h.	e. h.	20'	—	—
B-C General Business	—	—	4	50'	50%	50' f.	7' h.	e. h.	20'	—	—
B-D Downtown Business											
I-A Light Industrial	—	—	2	35'	60%	20'	20'	20'	20'	—	—

I-B Medium Industrial	—	—	5 o	85' o	60%	20'	20' p	20' p	20'	—	—
I-C Intensive Industrial	—	—	—	—	—	20'	20' p	20' p	20'	—	—
I-D General Industrial	—	—	—	—	—	20'	20' p	20' p	20'	—	—
T-R Technology & Research	1 acre	100'	3	40'	—	20'	20'	20'	20'	—	—
PUD Planned Unit Development	Refer to District Provisions— Article 23.00				—	—	—			—	—
F-P Floodplain	Refer to District Provisions— Article 24.00				—	—	—			—	—
V-P Vehicular Parking	—	35'	No Buildings Permitted	—	—	10'	10'	10'	—	—	—

Footnotes to Section 29.02—Schedule of regulations:

- a. In a one-family residential district the minimum required side and rear setbacks and maximum permitted building height shall be based upon the width of the lot per the table below:

Lot width	Side Yard Setbacks		Rear Setback	Height		
	Minimum Single Side Yard Setback (Feet)	Minimum Total Side Yard Setback (Feet)	Minimum Rear Yard Setback (Feet)	Maximum Eave Height for Second Story (Feet)	Maximum Midpoint of the Roof (Feet)	Maximum Stories
Less than 46 feet	3	12	20	20	24	2
46 – 50 feet	3	13	21	20	24	2
51- 55 feet	4	14	22	20	25	2
56 – 60 feet	5	15	23	20	25	2
61 – 65 feet	6	16	24	21	26	2
66 – 70 feet	7	17	25	21	26	2
71 – 75 feet	8	18	26	21	26	2
76 – 80 feet	9	19	27	22	27	2
81 – 90 feet	10	20% of total width	28	22	27	2

91 – 100 feet	10	20% of total width	29	22	27	2
101 – 110 feet	10	20% of total width	30	22	28	2.5
111 – 120 feet	10	20% of total width	30	22	28	2.5
121 – 130 feet	10	20% of total width	30	23	29	2.5
131 – 140 feet	10	20% of total width	30	23	29	2.5
141 – 150 feet	10	20% of total width	30	23	29	2.5
151 – 160 feet	12	20% of total width	30	24	30	2.5
161 – 170 feet	14	20% of total width	30	24	30	2.5
171 – 180 feet	16	20% of total width	30	24	30	2.5
Greater than 180 feet	18	20% of total width	30	25	31	2.5

b. For new homes on isolated vacant lots in established neighborhoods, the setback requirement of twenty-five-(25)-foot homes may be adjusted to meet the existing setback for the homes that are in the area.

c. In a one-(1)-family residential district the maximum permitted lot coverage shall be based upon the size of the lot and garage configuration per the table below:

Lot Size	Garage Type	Principle Structure ²	Minimum Landscaping (Front Yard)	Minimum Landscaping (Total Property) ³
Less than 5,000 sq. ft.	Detached	25	65	40
	Attached ¹	30	55	55
5,001 – 7,500 sq. ft.	Detached	25	70	45
	Attached	30	60	55
	Detached	25	75	50

7,501 – 10,000 sq. ft.	Attached	30	65	55
Greater than 10,000 sq. ft.	Detached	25	75	50
	Attached	30	70	55

1. See limitations on attached garages on narrow lots in section 2.05 of this ordinance.
2. Principal structure coverage includes only the footprint of the home and any attached garage.
3. A maximum of 5% of the total minimum landscaping area may be used for permeable pavers.
- d. All existing senior citizen housing developments are exempt from height and density requirements.
- e. No setback is required on interior lots but shall be subject to the requirements of the Building Code.
- f. Setback shall be measured from the centerline of the abutting street.
- g. A one-(1)-family dwelling comprising the principal occupancy of a freestanding building may be located on a lot not less than six thousand (6,000) square feet in area, having minimum width of at least fifty (50) feet per lot; provided, however that in case of lots which are in a plat, recorded with the Wayne County Register of Deeds Office on the effective date of this ordinance, each of which lots has an area of at least three thousand five hundred (3,500) square feet, such lots may each have erected thereon a one-(1)-family dwelling, provide the requirements for rear and side yards, as specified in the Zoning Ordinance, are complied with, and provided further, that no lot in a recorded plat in the city, which, on the effective date of this ordinance, is less than six thousand (6,000) square feet, shall be divided to permit a single dwelling to be erected on an area less than the whole area of such lot.
- h. Minimum corner lot setback on exterior side yard required.
- i. Where buildings are abutting, all yard measurements shall be cumulative.
- j. **Reserved.** Many buildings in commercial corridors in Dearborn were built on lots with platted depths of one hundred twenty (120) feet or less. In recognition of the practical difficulty that is presented by those types of lots which are located in the OS, BA, BB or BC zoning district, no variances are required for setbacks as long as each new development has a minimum of one (1) foot setback form each property line. As a trade-off for this leniency, it is the intent of the City of Dearborn to require strict adherence to parking and lot coverage requirements.
- k. Refer to Section 7.03A. regarding housing for the elderly.
- l. Reserved.

m. Reserved.

n. Reserved.

o. The permitted height of buildings in the I-B District that are at least four hundred (400) feet from the nearest property which is residentially-zoned and used as a dwelling, school, park, or religious institution, regardless of jurisdiction, shall be six (6) stories and one hundred two (102) feet. Such permitted height shall increase by an additional story (up to a maximum of ten (10) stories) and an additional seventeen (17) feet (up to a maximum of one hundred seventy (170) feet) for each additional fifty (50) feet as measured from the building wall to the nearest residentially-zoned property which is used as a dwelling, school, park, or religious institution.

p. The side yard setback may be reduced as part of site plan approval for multiple buildings constructed as part of a campus-like or multiple building projects on a single parcel or adjacent parcels under common ownership or control.



EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Authorization for the Finance Director to recognize and appropriate a donation towards Jingle Bell Bash event expenditures

Requesting immediate effect

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

BRIEF DESCRIPTION: The West Dearborn Downtown Development Authority received a donation of \$1,500.00 from Ford World Headquarters towards the Jingle Bell Bash event. It is respectfully requested that the Finance Director be authorized to recognize and appropriate the donation for the Jingle Bell Bash event expenditures.

PRIOR COUNCIL ACTION: N/A

BACKGROUND: The Jingle Bell Bash is an annual event hosted by the West Dearborn Downtown Development Authority in West Downtown Dearborn. This holiday-themed event features a variety of family-friendly activities, such as face painting, ice sculptures, photos with Santa, food and beverages, crafts, and entertainment for visitors. This year, Ford World Headquarters has donated \$1,500 to offer expanded programming and activities for attendees during the event being held on December 14, 2024.

FISCAL IMPACT: This donation will increase the available funds for activities and programming of the Jingle Bell Bash event.

COMMUNITY IMPACT:

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

IMPLEMENTATION TIMELINE: Requesting immediate effect

COMPLIANCE/PERFORMANCE METRICS:

N/A



**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: Authorization for the Finance Director to recognize and appropriate a donation towards Jingle Bell Bash event expenditures

DATE: December 10, 2024

Budget Information

Adopted Budget: \$10,000

Amended Budget: N/A

Requested Amount: \$1,500

Funding Source: West Dearborn Downtown Development Authority,
Miscellaneous Revenues, Contributions, Donations from Priv
Source

Supplemental Budget: N/A

Summary of Request

The Jingle Bell Bash is an annual event in West Downtown Dearborn hosted by the West Dearborn Downtown Development Authority. This year, Ford World Headquarters has donated \$1,500 to offer expanded programming and activities for event attendees.

It is respectfully requested that the Finance Director be authorized to recognize and appropriate the donation for the Jingle Bell Bash event expenditures.

Immediate effect is requested.

Background and Justification

The Jingle Bell Bash is an annual event in West Downtown Dearborn hosted by the West Dearborn Downtown Development Authority. This holiday event features a variety of family-friendly activities, such as face painting, live ice sculptures, photos with Santa, food, and entertainment for visitors. This event activates public space within the West Downtown Development Authority district and contributes to increased community vibrancy, business activity, and patronage of visitors to West Downtown Dearborn during the holiday season.



**ECONOMIC
DEVELOPMENT**

EXECUTIVE SUMMARY AND MEMORANDUM

A \$1,500 contribution from Ford World Headquarters will allow event organizers to offer more engaging and diverse programming to event attendees.



EXECUTIVE SUMMARY AND MEMORANDUM

Signature Page

Prepared By:

DocuSigned by:
Laura Aceves-Sanchez
D4E839D504AA420...

Laura Aceves-Sanchez, Program Manager

Department Approval:

DocuSigned by:
Jordan Twardy
1C7ADC7466A843C...

Jordan Twardy, Economic Development Director

Budget Approval:

DocuSigned by:
Michael Kennedy
F77919D1421447F... Initial
CS

Michael Kennedy, Finance Director/ Treasurer

Corporation Counsel Approval:

DocuSigned by:
Jeremy Romer
E7A573BA25E3460...

Jeremy J Romer, Corporation Counsel



EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Rezoning: 6329 Greenfield Road & 15600 and 15740 Lundy Parkway (Parcel #s 82-82-09-123-03-026, 82-09-123-03-025, & 82-09-123-03-013)

DEPARTMENT: Economic Development

BRIEF DESCRIPTION:

- Existing Zoning: TR (Technology & Research District)
 - Proposed Zoning: BC (General Business District) with self-imposed conditions.
 - The Planning Commission recommended approval of the request at the November 18th, 2024 meeting.
 - The Planning & Zoning Division recommended approval to the Planning Commission.
-

PRIOR COUNCIL ACTION:

- The proposed rezoning is consistent with previous requests to rezone the properties south of Lundy Parkway to BC (CR #s 22-1765 & 22-1766) and the first property on the north side of Lundy Parkway to BC (CR # 23-1797).
-

BACKGROUND:

The request includes rezoning three properties to the following:

- 6329 Greenfield: Rezoning to BC.
- 15600 & 15740 Lundy Parkway: Rezoning to BC with the self-imposed condition that restricts the use to multiple-family residential dwellings.

The three parcels constitute a total area of 17 acres along the northside of Lundy Parkway and are undeveloped.

The future land use plan (as designated by the Master Plan) aligns with either BC- General Business District, BD- Downtown Business District, TR- Technology and Research District, and all Industrial zoning classifications.

FISCAL IMPACT: N/A

COMMUNITY IMPACT:

The current zoning classification of TR restricts the property's uses to office and limited manufacturing and assembly. Rezoning these properties would increase the variety of uses permitted for 6329 Greenfield and would increase the supply of multiple-family housing on Lundy Parkway.

IMPLEMENTATION TIMELINE:

Requires two readings by City Council.



EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: Planning Commission

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Rezoning: 6329 Greenfield Road & 15600 and 15740 Lundy Parkway (Parcel #s 82-82-09-123-03-026, 82-09-123-03-025, & 82-09-123-03-013)

DATE: December 5th, 2024 (COW)

Summary of Request

The applicant is requesting to rezone three parcels from TR (Technology & Research District) to BC (General Business District). As part of this request, the applicant has requested to place conditions on two of the properties (15600 & 15740 Lundy Parkway) that would restrict their use to multiple-family residential dwellings.

Pursuant to Section 125.3405 of the Michigan Zoning Enabling Act (MZEA), “an owner of land may voluntarily offer in writing, and the local unit of government may approve, certain use and development of the land as a condition to a rezoning of the land or an amendment to a zoning map.” In addition, the MZEA grants local governments the authority to establish a time for which the conditions apply to the land. If the conditions are not satisfied within the time specified, the land shall revert to its former zoning classification.

The applicant has provided a letter stating a self-imposed condition that, if rezoned to BC – General Business District, 15600 & 15740 Lundy Parkway can only be developed for multiple-family residential uses (Exhibit D-10).

Background and Justification

- Per the Master Plan, the parcel’s future land use designation is *Knowledge Sectors: Employment, Research, & Development*. The proposed rezoning to Business C aligns with the parcel’s future land use designation as illustrated in the table below:

Zoning Districts	Future Land Use
	<i>Knowledge Sector Employment, Research, & Development.</i>
R-A One Family Residential	
R-B One Family Residential	
R-C Multiple Family Residential	
R-D Multiple Family Residential	
R-E Multiple Family Residential	
R-P Preservation	
O-S Business Office	
B-A Local Business	



EXECUTIVE SUMMARY AND MEMORANDUM

B-B Community Business	☒
B-C General Business	☒
B-D Downtown	☒
I-A Light Industrial	☒
I-B Medium Industrial	☒
I-C Intensive Industrial	☒
I-D General Industrial	☒
T-R Technology Research	☒
PUD, Planned Unit Development/Mixed Use	
FP, Floodplain	
VP, Vehicular Parking	
VPD, Vehicular Parking – Class A Auto Dealership	

- The Master Plan defines Knowledge Sectors: Employment, Research & Development designation as the following: *“Allows for a flexible range of innovative business types for changing and emerging economic trends and business preferences.”*
 - The Master Plan states that development within this designation should allow for development that preserves, improves, and expands the quality-of-life factors that act to attract and retain an educated and skilled workforce.
- The proposed rezoning is consistent with the Master Plan and the recent trend in repositioning this area for mixed-use development.

TR to BC Comparison

- An overview of differences in the development regulations between the TR and BC districts are provided in Exhibit D-8.
- An overview of the uses permitted by right and subject to Special Land Use approval in the TR and BC districts are provided in Exhibit D-9.
 - The intent of the TR district is to provide an area for “high-tech” uses that do not typically fit into a typical industrial or office districts. As such, the uses permitted include office uses, research and development, data processing, and limited-scale manufacturing.
 - General economic shifts and increasing remote work opportunities have reduced the overall market demand for office buildings.
 - There are existing industrially-zoned properties across the City that permit the light industrial uses enabled by the TR district. It is more appropriate to encourage the redevelopment and reuse of those properties for these uses.
 - As the intent for the BC Zoning district is to provide intensive auto-oriented commercial development, this district permits a variety of uses such as retail,



EXECUTIVE SUMMARY AND MEMORANDUM

office, and restaurants as uses permitted by right. There are additional uses, such as multiple family housing, which are permitted as a Special Land Use.

- While the other two properties along Lundy are limited to multiple family housing, 6329 Greenfield Road would be able to pursue any uses permitted by right or as a Special Land Use in the BC district.

Multi-Family Residential Development Across Dearborn

- There is an established precedent in the city for larger multi-family residential projects being developed in smaller “pockets” adjacent to commercial and residential areas (such as the multi-family developments surrounding the Fairlane Mall and in the Springwells neighborhood). The proposed rezoning would be consistent with this pattern of zoning and development.
 - In these cases, great consideration is given to the overall design of the site including focusing on unit layout, vehicle circulation, and landscaping to buffer the development from adjacent non-residential uses. These are items that are more specifically analyzed and addressed through the Special Land Use/Site Plan approval process

Recommendation:

After due consideration and a public hearing on November 18th, 2024 the following recommendation was made by the Planning Commission:

A motion was made by Commissioner Phillips, supported by Commissioner Fadlallah to approve the request of Hussein Darwiche, on behalf of RHD Greenfield LLC, to rezone 6329 Greenfield Road (Parcel #: 82-09-123-03-026) and to conditionally rezone 15600 Lundy and 15740 Lundy Parkway (Parcel #s: 82-09-123-03-025 & 82-09-123-03-013) from TR (Technology and Research District) to BC (General Business District) zoning classifications. Upon roll call the following vote was taken: Ayes: (7) (Commissioners Abdallah, Easterly, Fadlallah, Kadouh, King, Phillips, and Saymuah). Absent: (1) (Commissioner Aljahmi). The motion was adopted.

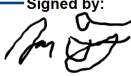
Signature Page

Prepared by:

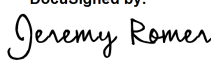
Kaileigh Bianchini

KAILEIGH BIANCHINI, AICP
Planning and Zoning Manager

Approved:

Signed by:

1C7ADC7466A843C...

JORDAN TWARDY
Economic Development Director


DocuSigned by:


E7A573BA25E3460
JEREMY ROMER
Corporation Counsel

Site Context - 15600 & 15740 Lundy Parkway & 6329 Greenfield Road



Legend

 Subject Properties



0 250 500 1000
Feet

Zoning Map - 15600 & 15740 Lundy Parkway & 6329 Greenfield Road

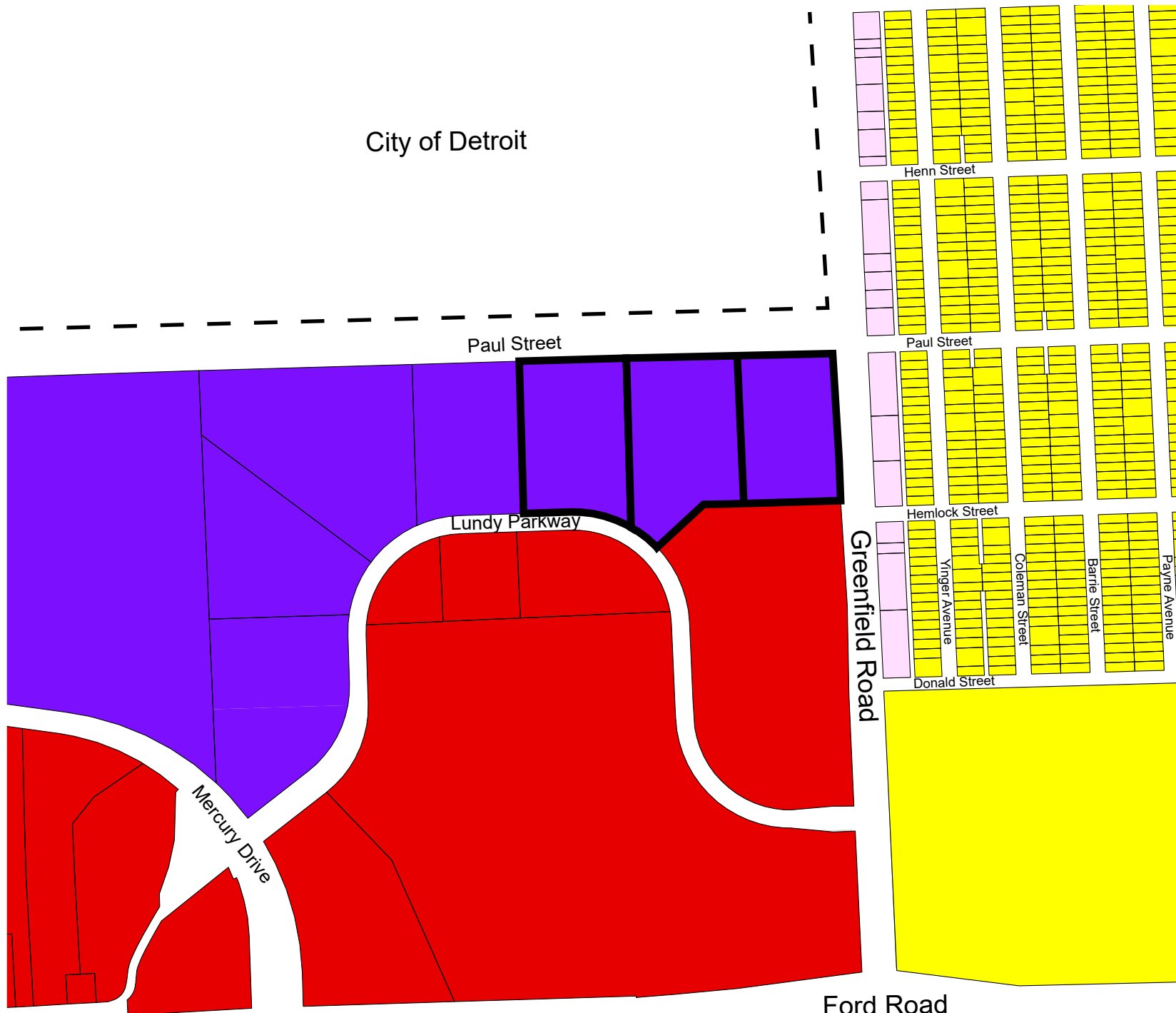
City of Detroit

Legend

-  Subject Properties
-  RA - One Family Residential District
-  BA - Local Business District
-  BC - General Business District
-  TR - Technology and Research District

The subject properties current zonings are:

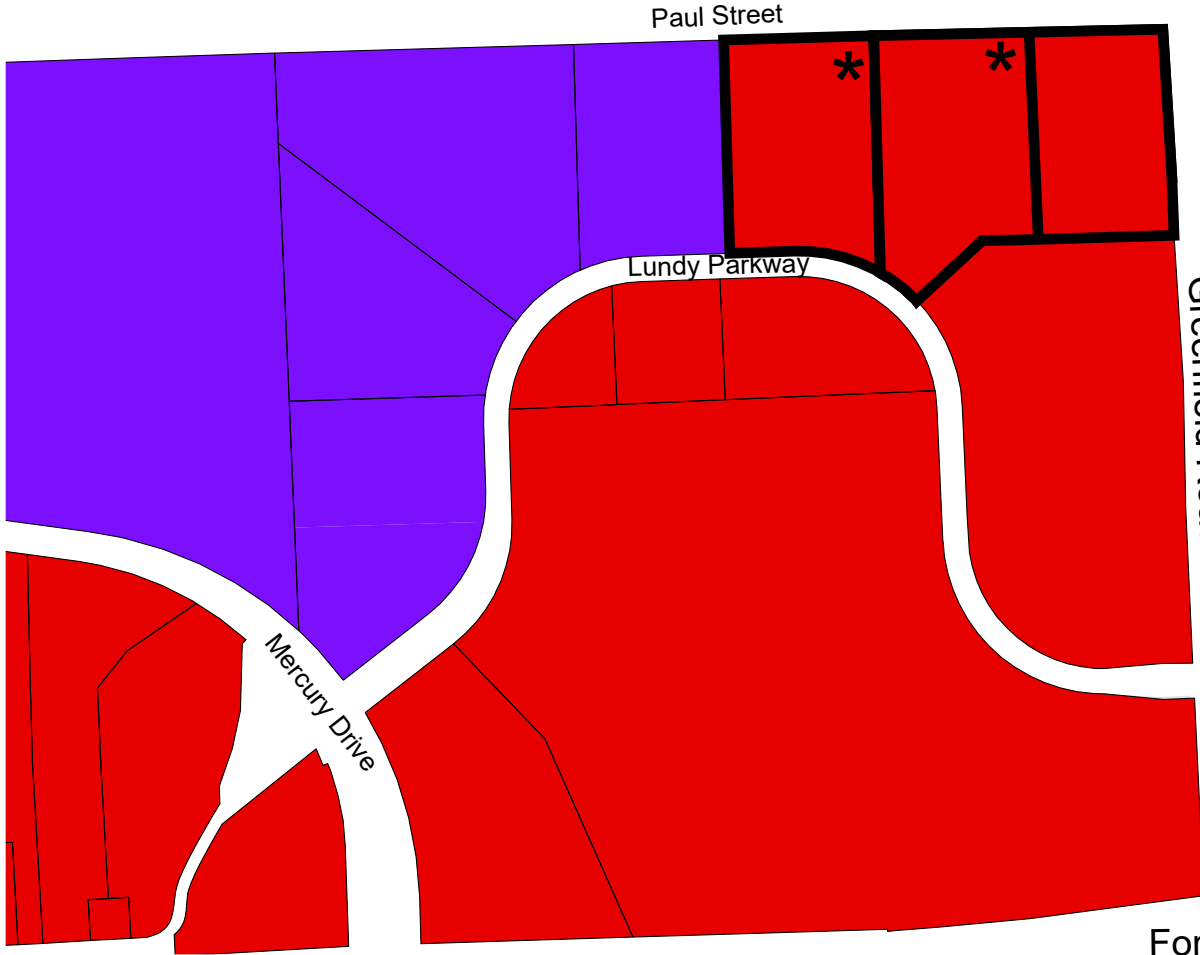
TR - Technology and Research District







0 100 200 400 Feet

Proposed Zoning Map - 15600 & 15740 Lundy Parkway & 6329 Greenfield Road

City of Detroit



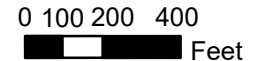
Legend

-  Subject Properties
-  Conditional Rezoning
-  RA - One Family Residential District
-  BA - Local Business District
-  BC - General Business District
-  TR - Technology and Research District

The proposed rezoning and conditional rezonings would change their zoning classifications from TR to:

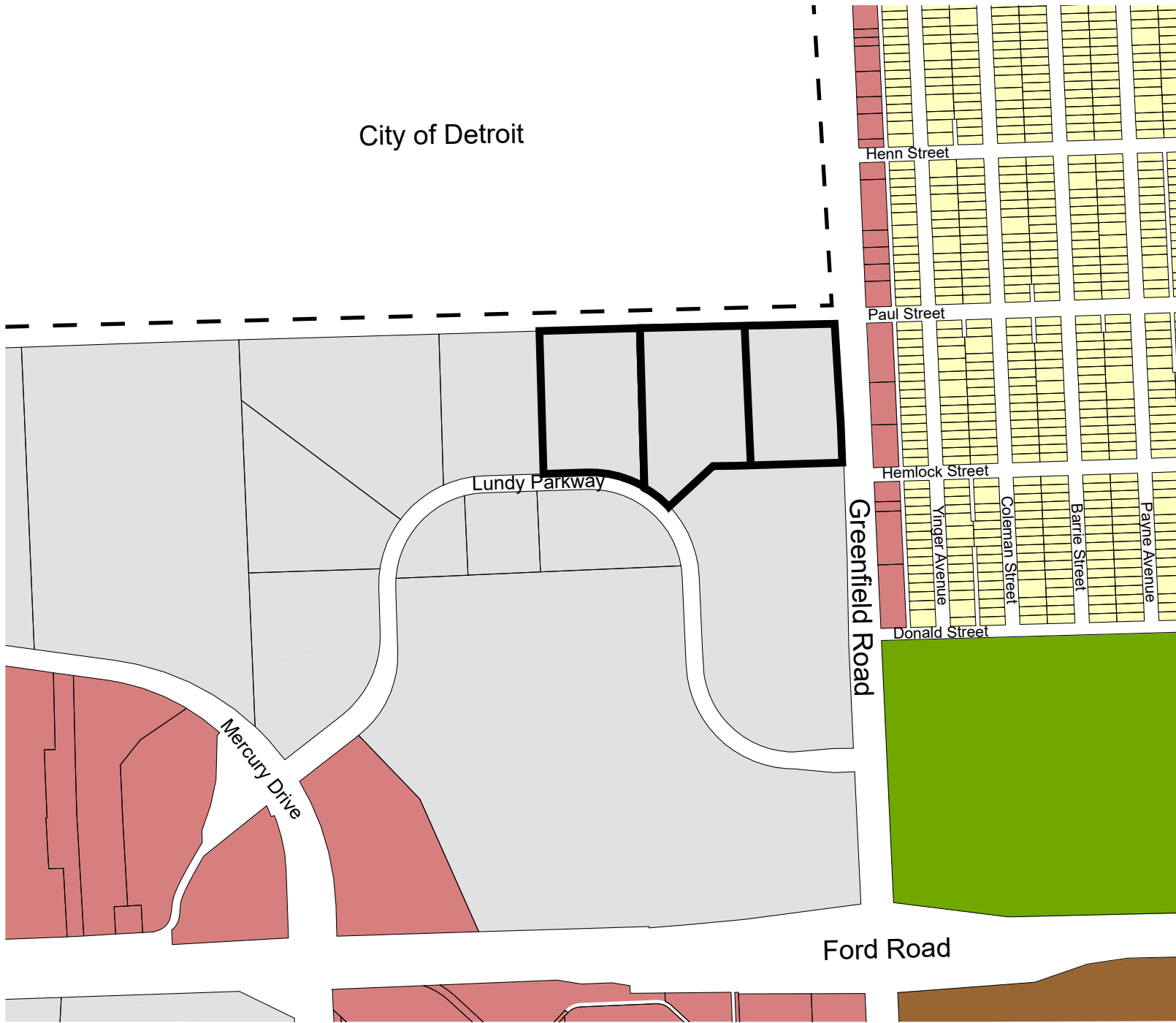
BC - General Business District





*Conditional rezonings would restrict the use of the properties to multiple-family dwelling units.



Future Land Use Map - 15600 & 15740 Lundy Parkway & 6329 Greenfield Road

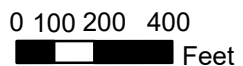
City of Detroit



- Legend**
-  Subject Property
 -  Great Neighborhoods - Low Density
 -  Mixed-Use Center - Vehicle Oriented
 -  Knowledge Sector - Employment, Research, & Development
 -  Knowledge Sector - Civic, Cultural, Medical, Higher Education, & Tourism.

The subject properties designations under the Future Land Use Map is:



Knowledge Sector - Employment, Research & Development.



Existing Site Conditions - 15600 & 15740 Lundy Parkway & 6329 Greenfield Road



Legend

-  Subject Properties
-  Easement



0 50 100 Feet

Sec. 29.02. - Schedule of regulations.

All buildings, uses, and parcels of land shall comply with the regulations set forth in the following schedule of regulations and footnotes thereto.

Section 29.02–SCHEDULE OF REGULATIONS

District	Lot Minimum		Maximum Height of Structures		Maximum Coverage of Lot by All Buildings	Minimum Setback Requirement (in Feet) ⁱ				Minimum Usable Floor Area Per Unit (Sq. Ft.)	Maximum Density Units/ Acre
	Area (Sq. Ft.)	Width (Feet)	In Stories	In Feet		Front Yard	One Side Yard	Other Side Yard	Rear Yard		
R-A One Family	7,500 ^g	60'	a.	a.	c.	25' ^b	a.	a.	a.	1,200	5.8
R-B One Family	6,000 ^g	50'	a.	a.	c.	25' ^b	a.	a.	a.	1,000	7.26
R-P Residential Preservation											
R-B Duplex	3,500/ unit	70'	a.	a.		25' ^b	a.	a.	a.	1,000	6.23
R-C Multiple Family Low Density	5,000/ unit	—	2	30'	40%	25'	10'	10'	20'		8.71
R-D Multiple Family Medium Density	3,600/ unit	—	3	40'	50%	35'	20'	20'	30'		12.1
R-E Multiple Family High Density	2,100/ unit	—	4	50'	60%	45'	30'	30'	30'		20.7
R-E Housing for the Elderly	1,500/ unit ^k	—	4 ^d	50' ^d	30%	25'	30'	30'	30'	350	29.04 ^d
R-E Condominium Stacked Units	1,400/ unit	—	4	45'	50%	15'	9'	9'	30'		31
O-S Business Office	—	—	3	35'	25%	10'	7' ^e h.	e. h.	20'	—	—
B-A Local Business	—	—	2	30'	30%	50' ^f	7' ^h	e. h.	20'	—	—
B-B Community Business	—	—	3	40'	40%	50' ^f	7' ^h	e. h.	20'	—	—
B-C General Business	—	—	4	50'	50%	50' ^f	7' ^h	e. h.	20'	—	—
B-D Downtown Business											
I-A Light Industrial	—	—	2	35'	60%	20'	20'	20'	20'	—	—
I-B Medium Industrial	—	—	5 ^o	85' ^o	60%	20'	20' ^p	20' ^p	20'	—	—
I-C Intensive Industrial	—	—	—	—	—	20'	20' ^p	20' ^p	20'	—	—

I-D General Industrial	—	—	—	—	—	20'	20' P	20' P	20'	—	—
T-R Technology & Research	1 acre	100'	3	40'	—	20'	20'	20'	20'	—	—
PUD Planned Unit Development	Refer to District Provisions—Article 23.00						—	—	—	—	—
F-P Floodplain	Refer to District Provisions—Article 24.00						—	—	—	—	—
V-P Vehicular Parking	—	35'	No Buildings Permitted	—	—	10'	10'	10'	—	—	

Footnotes to Section 29.02—Schedule of regulations:

a. In a one-family residential district the minimum required side and rear setbacks and maximum permitted building height shall be based upon the width of the lot per the table below:

Lot Width	Side Yard Setbacks		Rear Setback	Height		
	Minimum Single Side Yard Setback (feet)	Minimum Total Side Yards Setback (feet)	Minimum Rear Yard Setback (feet)	Maximum Eave Height for second story (feet)	Maximum Midpoint of the Roof Height (feet)	Maximum Stories
Less than 46 feet	3	12	20	20	24	2
46 - 50 feet	3	13	21	20	24	2
51 - 55 feet	4	14	22	20	25	2
56 - 60 feet	5	15	23	20	25	2
61 - 65 feet	6	16	24	21	26	2
66 - 70 feet	7	17	25	21	26	2
71 - 75 feet	8	18	26	21	26	2
76 - 80 feet	9	19	27	22	27	2
81 - 90 feet	10	20% of total width	28	22	27	2
91 - 100 feet	10	20% of total width	29	22	27	2
101 - 110 feet	10	20% of total width	30	22	28	2.5
111 - 120 feet	10	20% of total width	30	22	28	2.5
121 - 130 feet	10	20% of total width	30	23	29	2.5
131 - 140 feet	10	20% of total width	30	23	29	2.5
141 - 150 feet	10	20% of total width	30	23	29	2.5
151 - 160 feet	12	20% of total width	30	24	30	2.5
161 - 170 feet	14	20% of total width	30	24	30	2.5
171 - 180 feet	16	20% of total width	30	24	30	2.5
Greater than 180 feet	18	20% of total width	30	25	31	2.5

- b. For new homes on isolated vacant lots in established neighborhoods, the setback requirement of twenty-five-(25)-foot homes may be adjusted to meet the existing setback for the homes that are in the area.
- c. In a one-(1)-family residential district the maximum permitted lot coverage shall be based upon the size of the lot and garage configuration per the table below:

<i>Lot Size</i>	<i>Garage Type</i>	<i>Principal Structure^{3 2}</i>	<i>Minimum Landscaping (Front Yard)³</i>	<i>Minimum Landscaping (Total Property)^{4, 5}</i>
<i>Lot Size</i>	<i>Garage Type</i>	<i>Principal Structure^{3 2}</i>	<i>Minimum Landscaping (Front Yard)³</i>	<i>Minimum Landscaping (Total Property)^{4, 5}</i>
Less than 5,000 sq. ft.	Detached	25	65	40
	Attached ¹	30	55	55
5,001 – 7,500 sq. ft.	Detached	25	70	45
	Attached	30	60	55
7,501 – 10,000 sq. ft.	Detached	25	75	50
	Attached	30	65	55
Greater than 10,000 sq. ft.	Detached	25	75	50
	Attached	30	70	55

- 1. See limitations on attached garages on narrow lots in section 2.05 of this ordinance.
- 2. Principal structure coverage includes only the footprint of the home and any attached garage.
- 3. Front porches are only regulated under minimum landscaping for the total property and do not count against the minimum landscaping requirement for the front yard.
- 4. Air conditioning units do not count against the minimum landscaping regulations for the total property.
- 5. A maximum of 5% of the total minimum landscaping area may be used for permeable pavers.
- d. All existing senior citizen housing developments are exempt from height and density requirements.
- e.** No setback is required on interior lots but shall be subject to the requirements of the Building Code.
- f.** Setback shall be measured from the centerline of the abutting street.
- g. A one-(1)-family dwelling comprising the principal occupancy of a freestanding building may be located on a lot not less than six thousand (6,000) square feet in area, having minimum width of at least fifty (50) feet per lot; provided, however that in case of lots which are in a plat, recorded with the Wayne County Register of Deeds Office on the effective date of this ordinance, each of which lots has an area of at least three thousand five hundred (3,500) square feet, such lots may each have erected thereon a one-(1)-family dwelling, provide the requirements for rear and side yards, as specified in the Zoning Ordinance, are complied with, and provided further, that no lot in a recorded plat in the city, which, on the effective date of this ordinance, is less than six thousand (6,000) square feet, shall be divided to permit a single dwelling to be erected on an area less than the whole area of such lot.
- h.** Minimum corner lot setback on exterior side yard required.
- i. Where buildings are abutting, all yard measurements shall be cumulative.
- j. Reserved.
- k. Refer to Section 7.03A. regarding housing for the elderly.
- l. Reserved.
- m. Reserved.
- n. Reserved.
- o. The permitted height of buildings in the I-B District that are at least four hundred (400) feet from the nearest property which is residentially-zoned and used as a dwelling, school, park, or religious institution, regardless of jurisdiction, shall be six (6) stories and one hundred two (102) feet. Such permitted height shall increase by an additional story (up to a maximum of ten (10) stories) and an additional seventeen (17) feet (up to a maximum of one hundred seventy (170) feet) for each additional fifty (50) feet as measured from the building wall to the nearest residentially-zoned property which is used as a dwelling, school, park, or religious institution.

p. The side yard setback may be reduced as part of site plan approval for multiple buildings constructed as part of a campus-like or multiple building projects on a single parcel or adjacent parcels under common ownership or control.

(Ord. No. 93-553, § 29.02, 2-2-1993; Ord. No. 95-627, 3-7-1995; Ord. No. 97-701, 5-6-1997; Ord. No. 03-968, 7-1-2003; Ord. No. 04-996, 2-17-2004; Ord. No. 09-1217, 3-16-2009; Ord. No. 16-1526, 3-15-2016; Ord. No. 16-1563, 12-13-2016; Ord. No. 18-1627, 9-24-2019; Ord. No. 20-1675, 8-25-2020; Ord. No. 21-1723, 1-11-2022; Ord. No. 24-1822, 8-20-2024)

Business C (BC) – General Business District: Section 16 of Zoning Ordinance

Uses Permitted in BC (General Business District)
A workshop maintained by electricians, plumbers, painters, upholsterers, printers, when in conjunction with retail establishments that offer merchandise of a related nature.
Arcades and pool or billiard halls.
Automobile dealerships selling new and used automobiles.
Automobile filling and/or repair stations which may also provide retail sales of prepackaged food products for consumption off premises, and other small consumer convenience items.
Bakeries with all goods for retail sale on the premises.
Blueprinting shops.
Business and technical schools and schools and studios for photography, art, music, and dancing.
Business, executive, administrative, and professional offices.
Commercial parking lots.
Electronics, bicycle, and household appliance repair shops.
Equipment and car rentals.
Establishments utilizing customer operated automatic washer, dryer, or dry cleaning machines for family washing or dry cleaning.
Financial institutions without drive-through facilities.
Greenhouses or nurseries.
Hospitals.
Laundries and dry-cleaning establishments with processing limited to goods brought to the establishment by the individual retail customer.
Libraries, museums, and publicly owned buildings used for offices or business functions.
Medical or dental clinics and offices.
Neighborhood newspaper distribution stations, provided that loading and unloading area is provided on the site.
Personal service establishments such as shoe repair shops, tailor shops, barber shops/beauty salons, tanning salons, and including dry cleaning or laundry pickup stations without processing on the premises.
Private clubs, fraternities, and lodges without rental of facilities.
Public utility buildings, telephone exchange buildings, electric transformer stations and substations, gas regulator stations with service yards but without storage yards, and water and sewage pumping stations.
Religious institutions.
Restaurants including: fast food/ carryout restaurants, standard restaurants, and restaurants with outdoor dining.

Business C (BC) – General Business District: Section 16 of Zoning Ordinance

Retail stores which supply goods and commodities on the premises for persons residing in adjacent residential areas such as groceries, dairy products, beverages, packaged baked goods or other foods, drugs, dry goods, notions, hardware, books, stationery, records, video cassette rentals or sales, bicycles, flowers, sporting goods, paints, periodicals, shoes, hobby supplies, small household articles, and tobacco products.
Stores producing jewelry, leather goods, candles, and similar merchandise to be sold at retail on the premises, provided that the services of not more than four (4) persons are required to produce such merchandise.
Other uses not specifically listed in this ordinance, after determination by the director of building and safety that such use is similar to other permitted uses in this district.
Accessory structures and uses customarily incidental to the above permitted use.

Special Land Uses in BC (General Business District)
Alternative financial establishments.
Bar/lounge/tavern.
Bus terminals, cab stands, and other transit facilities.
Car wash establishments.
Day laborer agencies.
Drive-in movie establishments.
Financial institutions with drive-through facilities.
Funeral homes and mortuaries.
Group day care home or child care center.
Gun sales, retail sales, commercial service, storage, or repair of any firearms, handguns, long guns, rifles, shotguns, ammunition, gunpowder, explosives or blasting agents as partial or sole use of an individual structure or building subject to not being located closer than a seven hundred (700) foot radius distance to the nearest residential zoning district, residential land use, church or place of worship, and public or private school.
Indoor motion picture theaters and rental halls.
Motels or hotels.
Multiple-family dwellings to include rental apartments and condominium units.
Open air businesses.
Recreation facilities, indoor and outdoor.
Restaurants with drive through facilities.
Sale of used automobiles only.
Smoking Lounge.
Veterinary hospitals.



Technology and Research District (TR): Section 22 of Zoning Ordinance

Uses Permitted in TR (Technology and Research District)
A Business Activity Which has as its Primary Function Developing, Improving, or Creating New or Existing Products.
A high-technology industrial activity which has as its principal function limited manufacture for the purposes of one-time prototype production robotics, biological or pharmaceutical research, or technology oriented or emerging industrial or business activity not involving any heavy manufacturing.
A high-technology service activity which has as its principal function the providing of services including computer, information transfer, communication, distribution, processing, administrative, laboratory, experimental, developmental, technical, or testing services
Any use charged with the principal function of basic research, research and development design, and prototype or experimental product development.
Any use charged with the principal function of research in the areas of photonics/optics, robotics, and electronic equipment.
Any use charged with the principal function of technical training.
Data processing and computer centers, including service and maintenance of electronic data processing equipment.
Limited assembly and machining operations
Office Buildings Providing for Uses Such as Corporate Offices in Accordance with the Purpose of this District Including: Executive, Administrative, Professional, Accounting, Engineering, Architecture, Drafting, Writing, Clerical, Stenographic, and Sales <i>No Display Shall be Visible from the Exterior of the Building and that the Total Area Devoted to Product Display, including both the Objects Displayed and the Floor Space Set Aside for the Persons Observing the Displayed Objects shall not Exceed 15% of the Usable Floor Area</i>
Special Land Uses in TR (Technology and Research District)
Medical or Dental Clinics or Offices

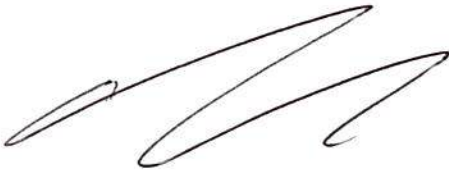
TO: City of Dearborn
Attn: Planning Commission & City Council
16901 Michigan Ave
Dearborn, MI 48126

This letter is in regard to **RHD Greenfield LLC** request to re-zone **6329 greenfield** from TR to **BC**

Please include the following self-imposing conditions as a part of the proposed rezoning request. If the rezoning is approved, the following conditions will run in perpetuity with the land and bind all future land owners unless the properties are otherwise rezoned:

I understand that if the city approves the rezoning, they may also impose a time frame for these conditions to be satisfied by in accordance with MCL 125.3405. It is understood that if these conditions are not satisfied in that time frame, then the land shall revert back to its former zoning classification.

Hussein Darwiche

A handwritten signature in black ink, appearing to read 'Hussein Darwiche', with a stylized, cursive script.

TO: City of Dearborn
Attn: Planning Commission & City Council
16901 Michigan Ave
Dearborn, MI 48126

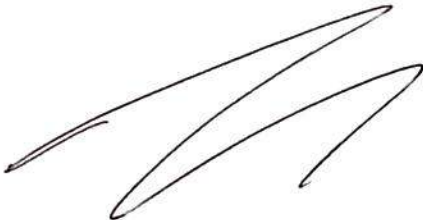
This letter is in regard to RHD Greenfield LLC request to re-zone 15600 and 15650 lundy parkway from TR to BC

Please include the following self-imposing conditions as a part of the proposed rezoning request. If the rezoning is approved, the following conditions will run in perpetuity with the land and bind all future land owners unless the properties are otherwise rezoned:

Multifamily use

I understand that if the city approves the rezoning, they may also impose a time frame for these conditions to be satisfied by in accordance with MCL 125.3405. It is understood that if these conditions are not satisfied in that time frame, then the land shall revert back to its former zoning classification.

Hussein Darwiche

A handwritten signature in black ink, consisting of several fluid, overlapping strokes that form a stylized representation of the name Hussein Darwiche.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Award extension of Contract for City Wide Sewer Vector Services

DEPARTMENT: Economic Development, in conjunction with Purchasing

BRIEF DESCRIPTION: The cost of the contract extension is \$145,920 annually, which shall be charged to the General Fund, Neighborhood Services, Contractual Services, Vector Control.

This program now has a year of data collection, heat mapping, and analysis to provide evidence that bait consumption in the sewers is reducing the amount of above ground complaints by 37% during 2024.

PRIOR COUNCIL ACTION: CR 11-14-23 – Approved a one-year contract for City Wide Vector Services Program.

BACKGROUND:

Continuation of the program that is currently treating targeted concentrations of the city based on vector activity at 460 locations. Our data shows that rodent control prevention methods are most effective in early fall and winter. This extension of the contract will allow for further measures to control vector population in the city sewer system.

This program includes quarterly heat mapping, data analysis, city owned parcel inspections, access to our entomology department, and multilayered support regarding resident rodent complaints (onsite inspections and treatment) Orkin's data shows that subterranean rodent control is most effective during the fall and early winter.

FISCAL IMPACT:

One year contract with four (4) one-year extensions - \$145,920 annually

COMMUNITY IMPACT:

The program currently treats, monitors, and reports on 460 manholes in targeted locations throughout the City of Dearborn.

IMPLEMENTATION TIMELINE: Service will continue as soon as council approves.

COMPLIANCE/PERFORMANCE METRICS: The Economic Development Department will manage this contract.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Award Extension of Contract for City Wide Sewer Vector Services
DATE: November 26, 2024

Budget Information

Adopted Budget: \$145,920
Amended Budget: \$145,920
Requested Amount: \$145,920 annually – pending future budget adoption
Funding Source: General Fund, Neighborhood Services, Contractual Services, Vector Control
Supplemental Budget: N/A

Summary of Request

Economic Development, in conjunction with Purchasing Department, recommends the extension of a contract for City wide sewer vector services to Orkin for one year with (4) one-year renewals. The cost of the one-year contract is \$145,920 annually, \$12,160 monthly cost, which shall be charged to the General Fund, Neighborhood Services, Contractual Services, Vector Control.

It is respectfully requested that Council authorize the contract extension and its renewals. Immediate effect is requested. The resulting Contract shall not be binding until fully executed.

Background and Justification

Continuation of the program that is currently treating targeted concentrations of the city based on vector activity at 460 locations. Our data shows that rodent control prevention methods are most effective in early fall and winter. The extension of the program will allow for further measures to control vector population in the city sewer system.

This program includes quarterly heat mapping, data analysis, city owned parcel inspections, access to our entomology department, and multilayered support regarding resident rodent complaints (onsite inspections and treatment) Orkin's data shows that subterranean rodent control is most effective during the fall and early winter. Orkin's data also shows a high level of rodent activity from the amount of rodenticides being consumed in the sewer placements. This high level of rodenticide bait consumption has had an impact on Vector Control calls for service, which have decreased 37% since the start of this program.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Prepared By:

DocuSigned by:
Mark Rozinsky
017EF0C142E34C3
Mark Rozinsky, Purchasing Manager

Department Approval:

Signed by:
Jordan Twardy
1C7AD07488443...
Jordan Twardy, Economic Development Director

Budget Approval:

DocuSigned by:
Michael Kennedy
177618C1421E47E
Michael Kennedy, Finance Director/Treasurer

Initial:
AK

Corporation Counsel Approval:

DocuSigned by:
Jeremy Romer
8748728072C3482...
Jeremy J. Romer, Corporation Counsel



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Approve Phase 2 and 3 of the Housing Market Analysis

DEPARTMENT: Economic Development, in conjunction with Purchasing

BRIEF DESCRIPTION: With the City's Housing Market Analysis nearly complete, the Economic Development Department is respectfully requesting Council Approval to conduct two additional phases of work related to the implementation of a \$50K grant the department secured from the Michigan State Housing Development Authority (MSHDA) aimed at increasing opportunities for quality housing development in Dearborn.

PRIOR COUNCIL ACTION: 12-603-23 – Approved contract for Phase 1 of the Housing Market Analysis with Progressive AE.

4-129-24 – Authorized the receipt and allocation of the \$50K Housing Readiness Grant from MSHDA.

BACKGROUND: The Dearborn Brownfield Redevelopment Authority approved \$100K to support a housing market analysis to catalyze future brownfield redevelopment projects focused on housing. This funding was included in the FY24 budget adopted by City Council. Progressive AE was the sole qualified respondent to a competitive RFP issued for this analysis. After a due diligence effort, it was determined that Progressive AE would achieve the goals of the RFP, which include a citywide analysis of housing demand, absorption rate, and financial analysis as well as detailed modeling for various sites in the city that have ample land for multiple housing units. This analysis will generate publicly-owned, reliable data that will better quantify our demand for housing, increasing certainty for housing developers and land owners and support the advancement of development projects that will bring needed housing to Dearborn.

During the work of Progressive AE, Dearborn Economic Development applied for and secured \$50K from MSHDA's Housing Readiness initiative. These funds are tied to supporting City efforts to update and streamline the City's housing ordinances to increase opportunities for high-quality housing in the City. This work is tied to the recommendations and analysis coming from the work of Progressive AE, making Progressive AE uniquely well-suited to perform the work under the grant. The Economic Development Department is proposing that the work occur across two additional contract phases which would include updates to our residential zoning districts and our planned unit development ordinance. These updates would be timed to align with the completion of Dearborn's Master Land Use Plan update to ensure alignment of recommendations and City priorities. Through this approach, the City can move more efficiently to complete the work and, thanks to the grant, do so without additional expense to the City of Dearborn. This work will expand opportunities for needed, high-quality housing in our community.

FISCAL IMPACT: \$50,000 This project will leverage available funds secured through the \$50K Housing Readiness Grant from MSHDA.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

COMMUNITY IMPACT: Phase 2 and 3 activities will help expand opportunities for needed, high-quality housing in Dearborn.

IMPLEMENTATION TIMELINE: If approved, work timing will align with the completion of the Master Land Use Plan Update which is anticipated for late 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 2 and 3 – Housing Market Analysis

DATE: November 18, 2024

Budget Information

Adopted Budget:	\$45,756
Amended Budget:	\$95,756
Requested Amount:	\$50,000
Funding Source:	General Fund, Economic and Community Development, Professional Services
Supplemental Budget:	N/A

Summary of Request

Purchasing, on behalf of the Economic & Community Development Department, recommends Phase 2 and 3 of the Housing Market Analysis from Progressive AE. The value of the contract for Phase 2 and 3 is \$50,000.

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

Background and Justification

The Dearborn Brownfield Redevelopment Authority approved \$100K to support a housing market analysis to catalyze future brownfield redevelopment projects focused on housing. This funding was included in the FY24 budget adopted by City Council. Progressive AE was the sole qualified respondent to a competitive RFP issued for this analysis. After a due diligence effort, it was determined that Progressive AE would achieve the goals of the RFP, which include a citywide analysis of housing demand, absorption rate, and financial analysis as well as detailed modeling for various sites in the city that have ample land for multiple housing units. This analysis will generate publicly-owned, reliable data that will better quantify our demand for housing, increasing certainty for housing developers and land owners and support the advancement of development projects that will bring needed housing to Dearborn.

During the work of Progressive AE, Dearborn Economic Development applied for and secured \$50K from MSHDA's Housing Readiness initiative. These funds are tied to supporting City efforts to update and streamline the City's housing ordinances to increase opportunities for high-quality housing in the City. This work is tied to the recommendations and analysis coming from the work of Progressive AE, making Progressive AE uniquely well-suited to perform the work under the grant. The Economic Development Department is proposing that the work occur across two additional contract phases which would include updates to our residential zoning districts and our planned unit development ordinance. These updates would be timed to align with the completion of Dearborn's Master Land Use Plan update to ensure alignment of recommendations and City priorities. Through this approach, the City can move more



FINANCE


EXECUTIVE SUMMARY AND MEMORANDUM

efficiently to complete the work and, thanks to the grant, do so without additional expense to the City of Dearborn. This work will expand opportunities for needed, high-quality housing in our community.

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.

Prepared By:

DocuSigned by:

1178F80142E5405

Mark Rozinsky, Purchasing Manager

Department Approval:

Signed by:

1C1F8C07E80804326

Jordan Twardy, Economic Development Director

Budget Approval:

DocuSigned by:

07818214214437

Michael Kennedy, Finance Director/Treasurer

Initial


Corporation Counsel Approval:

DocuSigned by:

E7A573BA25E3460

Jeremy J. Romer, Corporation Counsel

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION

DATE: NOVEMBER 27, 2024

Pursuant to the City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9, the Mayor shall appoint members of the Environmental Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Asma Said

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 2 Years

Appointment Term Ending: June 30, 2026

Attendance: N/A

Phone: (313) 331-9226

Email: saidasma3m@gmail.com

Mailing Address: 2836 Roulo Street, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION
DATE: NOVEMBER 27, 2024

I hereby certify that the following appointment has been made to the Environmental Commission in accordance with City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9.

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

Name: Asma Said

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 2 Years

Appointment Term Ending: June 30, 2026

Attendance: N/A

Phone: (313) 331-9226

Email: saidasma3m@gmail.com

Mailing Address: 2836 Roulo Street, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department



Dearborn Commissions Application

Submission Date

July 21 2024

First Name

Asma

Last Name

Said

Phone

+13133319226

Email

saidasma3m@gmail.com

Home Address

2836 Roulo St, Dearborn, MI, USA

Years of Residency in Dearborn

23

Occupation

Medical assistant

Company

Toma spine and pain

Length of Service

7 months

Business Address

[This question was not answered]

Business Telephone Number

[This question was not answered]

Level of Education

College Degree

Name of Educational Institution & Graduation Year

Wayne state university, 2023

Commissions & Boards

Environmental Commission

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

I have been living in the Southend of Dearborn for my entire life. I have experienced the air and noise pollution since I was a child. It's not very common to see smoke stacks from your playground, but that is my experience. There is a lot of good work to be done in order to improve the environment in Dearborn. I want to join the environmental commission because I will try my best to represent my people and their needs. I want Dearborn's environment to improve so families feel safer and healthier while living here. I want to improve the flooding issue we've had. I've experience numerous floods in my home since I was a child. Each flood left my neighbors and I without power for days on end and cost us a lot of money. I would also like to work on the air pollution since it is something that is very problematic in my neighborhood. I studied public health and completed a fellowship with Mayor Abdullah Hammoud. During my fellowship I spent time with my team creating a plan for the Southend of Dearborn. Our plan focused on rerouting industrial traffic and flood mitigation. I believe I have the knowledge and experience necessary to meet your needs.

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?

Yes

Description of Professional History

[This question was not answered]

Resume

PDF SaidAsmaResume.pdf

Submitted on July 21 2024

Powered by  **monday.com**

Asma Said

Experience

Office of Mayor Abdullah Hammoud, Dearborn MI — Public Health Summer Fellow

June 2023 - Aug 2023 Contact: hhamdan@dearborn.gov

- I was responsible for creating a proposal for the South End of Dearborn that would assist the City in making appropriate changes to reduce air pollution, increase green spaces, and limit industrial traffic. I created a survey that was shared with the community in order to better understand their needs.
- I collaborated with the Mayor and the following departments: Public Health, City Planner, Economic Development, Parks and Recreation, and Public Works.
- I analyzed existing parcels within the South End of Dearborn and identified which locations can be deindustrialized. I studied truck traffic within the South End and suggested roads in need of declassification from Wayne County.
- I suggested new parcels of land to be acquired and provided various ideas for expanding green spaces and creating local businesses. I also provided a layout that would improve business facades and landscapes across the Dix and Vernor Corridor.

Metro Detroit Endocrinology Center, Dearborn MI — Medical Assistant

Jan 2021 - Jan 2023 Contact number: (313) 333-8530

- I transmitted prescription refills and assisted with medical billing.
- I'm experienced in placing FreeStyle Libres on patients, taking patients' Hemoglobin A1c, and working with Medtronic, Tandem, and Dexcom insulin pumps.
- I directed patients on the use of subcutaneous injections like Lantus, Novolog, Humalog, Ozempic, Mounjaro, Trulicity, and Victoza.
- I'm experienced in administering vitamin B-12, Lipo-C, testosterone, and influenza injections.
- I'm experienced in performing DEXA scans and assisting

EMR Skills

Epic Systems

eClinicalWorks

Certifications

Adult and Pediatric First Aid/CPR/AED Certified

AmeriCorps Opioid Overdose Response Training Certified

Mental Health First Aid Certified

Languages

Arabic

Contact

313-331-9226

gw9994@wayne.edu

physicians during thyroid FNA biopsies.

HYPE Athletics, Dearborn Heights MI — SAFE Coalition Intern

Sept 2022 - Dec 2022 Contact: asayed@hypeathletics.org

- I attended local middle schools to teach adolescents the negative effects of vaping.
- I created informational PowerPoint presentations that focus on serious mental health conditions. I researched and created a project detailing the effects of sports participation on adolescents' mental health.

HUDA Clinic, Detroit MI — Triage and Front Desk Intern

Jan 2020 Contact number: (810) 580-1805

- I scheduled and confirmed appointments for new and existing patients. I referred patients to affordable outside resources and services.
- I measured patients' vitals and documented their HPI into the Athenahealth System. I shadowed physicians to gain medical knowledge and clinical experience.

Education

Wayne State University— Bachelor of Science in Public Health

Minor: Psychology GPA: 3.87

2019 - 2023

Extracurricular Activities

FEMA | Crisis Cleanup Volunteer

- I volunteered for the Southeast Michigan Flood Project Effort to help those impacted by the floods that took place in the Summer of 2021.
- I helped connect families affected by the flood with many resources that involve cleaning services, replacing lost items. I also assisted families with making claims and filing FEMA paperwork.

UCSF RAHI | Refugee and Asylum Seeker Health Initiative

- I worked with the University of California - San Francisco, to provide consulting services to NGOs in Lebanon.
- I helped create a document that provided logistics, fundraising, capacity-building, and networking ideas for NGOs. Our support provided NGOs with professional developments that increased their fundraising capabilities.

Everything Healthcare WSU | Public Relations Chair

- I volunteered at Auntie Na's Village where we organized clothes, packaged, and distributed food and gardening supplies.
- I partnered with the LAHC and Eternal Light Organization for their 15th annual Thanksgiving Food Drive. I spent the day packaging and distributing food for families in need.
- I helped build the Light in Everything Project and raised \$2,500 in proceeds. Funds were used to purchase materials for care packages. Care packages were distributed to homeless people in Detroit.

WSUSEEL | Event Coordinator

- I created and held online events where we discussed federal and urban policies and their impact on education and criminal reform. I also held a virtual discussion that breaks down the Black legal struggle in America.
- I partnered with MakeHERStory WSU to raise \$1,000 for the Mercy Education Program Project. This project helps underrepresented children in Detroit receive after-school tutoring.
- I volunteered with the ACLU of Michigan to promote legislation to reform Michigan's bail system.

Make HERStory | Social Media Activist

- I wrote Instagram blog posts about social issues impacting women globally. The blog posts provided our members with opportunities to support donation initiatives.
- I helped create a networking event featuring women in STEM from Detroit's American Axle & Manufacturing company. I provided recruitment opportunities for students at Wayne State.

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION

DATE: NOVEMBER 27, 2024

Pursuant to the City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9, the Mayor shall appoint members of the Environmental Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Batoull Haidar

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 1 Year

Appointment Term Ending: June 30, 2025

Attendance: N/A

Phone: (313) 525-0490

Email: batoullhaidar@gmail.com

Mailing Address: 10330 South Morrow Circle, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION
DATE: NOVEMBER 27, 2024

I hereby certify that the following appointment has been made to the Environmental Commission in accordance with City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9.

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

Name: Batoull Haidar

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 1 Year

Appointment Term Ending: June 30, 2025

Attendance: N/A

Phone: (313) 525-0490

Email: batoullhaidar@gmail.com

Mailing Address: 10330 South Morrow Circle, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department



Dearborn Commissions Application

Submission Date

July 20 2024

First Name

Batoull

Last Name

Haidar

Phone

+13135250490

Email

batoullhaidar@gmail.com

Home Address

10330 South Morrow Circle, Dearborn, MI, USA

Years of Residency in Dearborn

28

Occupation

Operations and Finance Administrator

Company

Michigan League of Conservation Voters

Length of Service

[This question was not answered]

Business Address

[This question was not answered]

Business Telephone Number

[This question was not answered]

Level of Education

Master Degree

Name of Educational Institution & Graduation Year

University of Michigan - Dearborn 2021

Commissions & Boards

Environmental Commission

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

I want to join the environmental commission because I love my city and I believe clean air, water, and land are human rights. I've always been passionate about environmental issues that directly affect the east side and south end of Dearborn. Air quality and flooding are my greatest concerns. While air quality and flooding affects all of Dearborn, the incidence is higher in east Dearborn and the south end where the population is primarily Muslim and Arab immigrants. I believe I can offer an innovative perspective based on my lived experience, professional and academic background.

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?

Yes

Description of Professional History

[This question was not answered]

Resume

PDF Haidar Resume
.pdf

Submitted on July 20 2024



BATOULLHAIDAR

(313) 525-0490 | batoullhaidar@gmail.com

EDUCATION

2019 - 2021 • UM - Dearborn

Master of Public Administration and Policy

2015 - 2017 • UM - Dearborn

BA General Studies (Political Science, Psychology, Law and Society)

EXPERIENCE

- 2023-Present** **Michigan League of Conservation Voters**
Operations and Finance Administrator
- Support human resources programs, policies, and practices through onboarding and offboarding staff, creating staff trainings, and implementing professional development initiatives.
 - Project manage all-staff to-dos and activities through use of Asana and G-Suite, such as ensuring regular performance check-ins and reviews are scheduled and completed, managing logistics for staff meetings, and coordinating staff engagement activities.
 - Perform data entry in Quickbooks and file related documentation for accounts including staff reimbursements, timesheets, credit cards, and vendor invoices.
 - Contribute to positive work culture by organizing staff fun activities and team bonding
- 2021-2023** **Sonic Loans**
Senior Loan Processor
- Processed loans through the collection of data and information from clients such as assets, insurance, credit history
 - Educated and guided 20+ clients per month through the mortgage and home-buying process
 - Reviewed documentation and submitted for final approval to meet loan deadlines
 - Trained new staff for processing positions and educate on mortgage guidelines
- 2019-2021** **Keller Williams Legacy**
Operations Manager
- Worked closely with clients, real estate professionals, mortgage/title agencies to conduct 80+ real estate transactions per year
 - Oversaw and organized all file processes and procedures taking the file from pending to closed
 - Ensured fulfillment of office required procedures for funding
 - Created operations/training manual and trained new staff
 - Delegated administrative tasks to staff and monitored progress

SKILLS

Creative Problem Solving	Interpersonal Communication	Active Listening
Tech-Savvy	Proactive Leadership	Intercultural Sensitivity
Bilingual	Empathetic	Analytically Driven

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION

DATE: NOVEMBER 27, 2024

Pursuant to the City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9, the Mayor shall appoint members of the Environmental Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Lamis Srour

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 2 Years

Appointment Term Ending: June 30, 2026

Attendance: N/A

Phone: (313) 729-7081

Email: sroul@dearbornschools.org

Mailing Address: 23000 Myrtle St, Dearborn, MI 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION

DATE: NOVEMBER 27, 2024

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

Name: Lamis Srour

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 2 Years

Appointment Term Ending: June 30, 2026

Attendance: N/A

Phone: (313) 729-7081

Email: sroul@dearbornschools.org

Mailing Address: 23000 Myrtle St, Dearborn, MI 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department



Dearborn Commissions Application

Submission Date

July 09 2024

First Name

Lamis

Last Name

Srour

Phone

+13137297081

Email

sroul@dearbornschools.org

Home Address

23000 Myrtle St, Dearborn, MI, USA

Years of Residency in Dearborn

40

Occupation

Executive Director of Student Achievement

Company

Dearborn Public Schools

Length of Service

2

Business Address

18700 Audette

Business Telephone Number

(313) 827-3025

Level of Education

Master Degree

Name of Educational Institution & Graduation Year

Wayne State University

Commissions & Boards

Environmental Commission

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

In this role I have worked closely with the Green School Coalition that supports the Salina Campuses. Through this work, I have learned and continue to learn more about the environmental impacts on our youth.

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?

Yes

Description of Professional History

[This question was not answered]

Resume



PDF Lamis Srour
Re...2.pdf

Submitted on July 09 2024

Powered by  **monday.com**

LAMIS SROUR

CONTACT

 (313) 729-7081
 srourl828@gmail.com
 23000 Myrtle St.
Dearborn, MI 48128

EDUCATION

ESL Endorsement

Wayne State University
Winter 2006

Ed. Specialist in Administration

Wayne State University
May 2004

Masters of Art in Education

Marygrove College
May 2002

Bachelor of Arts in Education

Major: Language Arts
Minor: Social Studies
Grades K-5: All subjects
Grades K-12: ESL
University of Michigan
May 2000

Core Beliefs

- ❖ Relationships Matter
- ❖ Communication Style Matters
- ❖ Helping Others Shine Matters
- ❖ Leading by Learning & Doing is the only way
- ❖ Respect must be given in order to be received

PROFILE SUMMARY

My time in Dearborn Public Schools has always been and will continue to be in the role of a servant leader. My successes can be attributed to maintaining a vision for academic excellence and a positive climate and culture. Both of these areas require a comprehensive plan that includes stakeholder development, capacity building, leadership opportunities, and accountability with embedded support. Additionally, a school's vision needs to be comprehensive in its design yet focused on high leverage, cross curricular best practices. When all learning is aligned to the vision, we begin to see a shift in understanding and momentum.

My relationship-building abilities, communication style and collaborative nature have propelled initiatives to become reality. It is my goal to be part of the overarching responsibility of ALL schools to reach their fullest potential.

EXPERIENCE

Executive Director of Student Achievement - Feeder Model

Dearborn Public Schools // 2022 - Present

As an executive director, I am a member of the superintendent's executive cabinet. In this space, all district decisions and initiatives flow through this team.

- Decision making team for fiscal, human resources, communication, student achievement, community needs, school board requests and support
- Oversee and support the Edsel Ford high school Feeder, which includes all schools (K-12) that feed into this high school. There are three feeders in our district
 - Administrative supervisor
 - Student and parent support in all feeder schools
 - Monitor and support student achievement results in all feeder schools
- Oversee and support the Early Childhood Specialist and the Instructional Coach departments.
- Oversee and support the Early Childhood department, including GSRP, tuition-based pre-kindergarten and Kid's Club
- Oversee and support all elementary instructional initiatives across the district

Principal, Henry Ford Elementary

Dearborn Public Schools // 16140 Driscoll// 2019 - Present

While at Henry Ford, my time began with an assessment of staff, student, curricular, and building successes and needs. This journey began by getting to know the staff, individually and comprehensively. We worked on collective and individual efficacy, building wide training, collaboration and best practices. Part of

LAMIS SROUR

Specialized Training

Rtl at Work - Solution Tree - 2023

Green SchoolYards Conference - 2023, San Francisco

MASA State Superintendent's Conference - 2023

PLC at Work - Solution Tree 2020, 2019, 2018

MACC (Michigan ACE Community Champions) Train the Presenters-

Wayne RESA 2020

Language and Literacy

2014-2016

SIOP Trainer 2011-2012

Blueprints for Exceptional

Writing Trainer 2011-2012

Parent Talk Trainer; Chick

Mormon 2010

Thinking Maps Trainer 2010

Leadership Growth

District Assessment

Committee Co-Chair

2016 - Present

CPI (Continuous Process of Improvement) of "COLO"

2017-2018

MEMSPA Amplify Your Impact Mini Series

2019 - 2020

MEMSPA Leverage Leadership Mini Series

our journey includes leadership building through committee work, PLC facilitators, and opportunities for growth in staff-requested areas. Covid's challenges allowed for opportunities as well - it allowed for additional time for professional development and trust building.

- Building Restructuring and alignment in academic core areas to include focused PLCs, standards - driven instruction, data analysis, focused targets, CFAs and rubrics
- Core Area Committee work in Reading, Writing, Math, Science
- PLC Grade Level Reps Training, Support, Expectations
- Parent Involvement Initiative including new PTA & parent education meetings
- Climate and Culture review and revamp for staff, parents and students
- Initiatives include Professional Development, Accountability and Support
- New assistant principal each year (S. Lamberti, M. Timpf, E. Hammoud)
- Administrative Intern Mentor (N. Rabac, M. Berry-Kobeissi)
- Support Staff restructure and training
- MTSS restructure, including roles and responsibilities as well as historical data docs
- Student Celebrations, including Honor's Assemblies and behavior expectations

Principal, Geer Park Elementary

Dearborn Public School // 14767 Prospect // 2013 – 2019

My transition to Geer Park Principal was preceded by being a staff member there, in various roles. I knew the staff, building strengths and next steps, and the community very well. The challenge was to move it from great to greater. By investing in the staff's capacity through training and leadership building, we worked towards excellence in language development, writing, engineering, and increased community involvement in the school.

- Content and language objectives training
- Math talks: Shannon Semulski
- Writing curriculum development including pacing, rubrics and exemplars
- Family Events including Daddy Daughter Dance, Bingo for Books, Muffins with Moms, Doughnuts with Dads, Lunch with Grandparents, Mom/Son Night, Spaghetti Dinners, Movie Nights, Talent Shows, Sock Hops
- Disney Partnership for theater production
- Building Addition Involvement with design and needs assessment
- Partnership with Wayne State University's College of Ed program

School Recognitions:

- ★ Mackinac Center Rankings 98.5% Report Score, #15 among all conventional elementary schools, #7 ranking for long-term performance among conventional schools 2018
- ★ Bridge Magazine ranked #5 in the State of Michigan 2016
- ★ Mackinac Center #20 overall ranking and #8 ranking among all conventional elementary schools 2016
- ★ "Beating the Odds" school by the State of Michigan 2012-2013, 2013-2014

LAMIS SROUR

2021-2022

Academy of Aspiring

Principals via Wayne RESA

2005

A Call to Leadership Program

hosted by Dr. Artis 2004-2005

Resource Teacher, EL Department

Instructional Coach, Partnerships in Comprehension Literacy, Grades 3-5

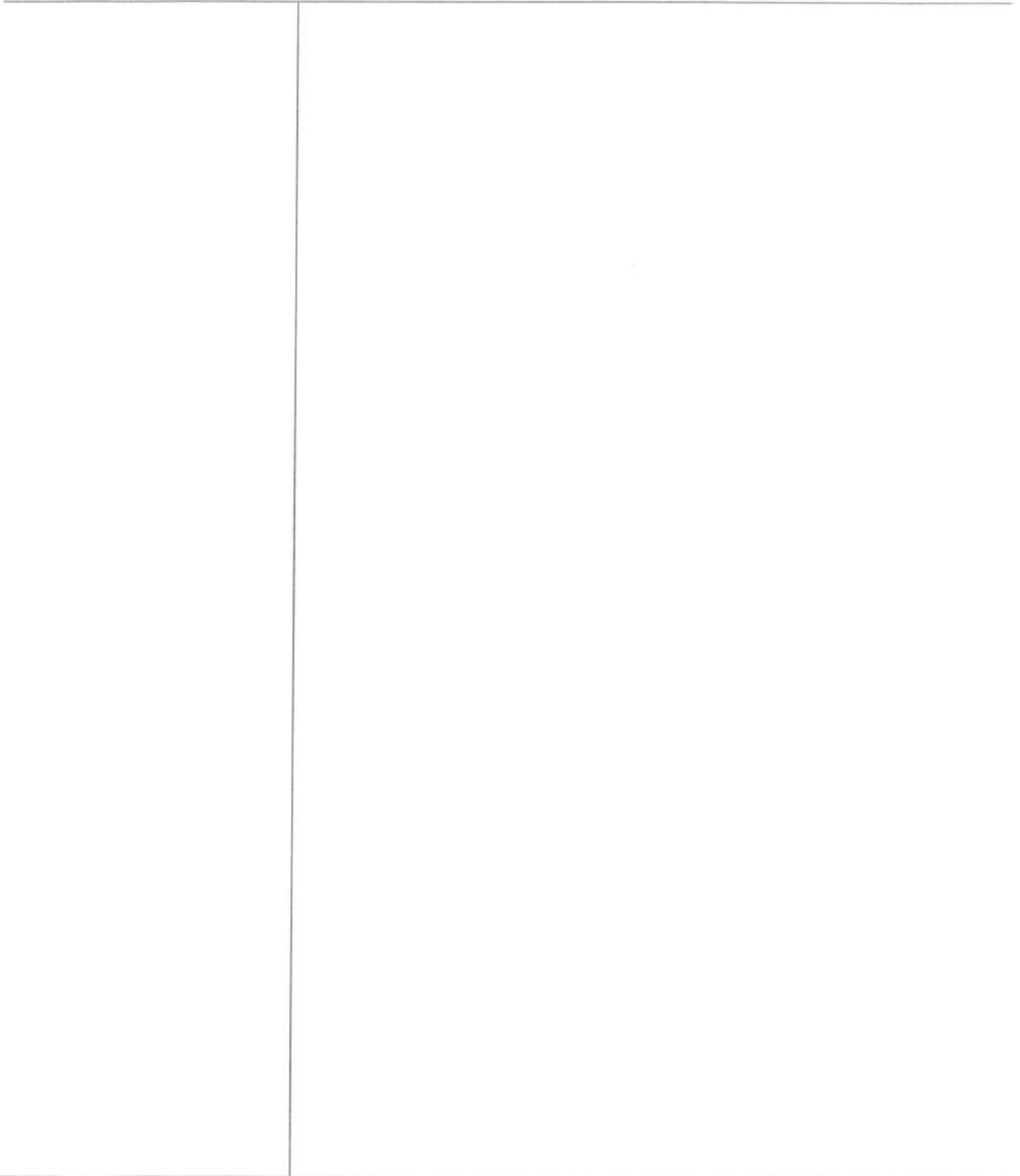
Geer Park Elementary // 14767 Prospect // 2008 - 2013

As a DPS resource teacher, my responsibilities were focused on student achievement for students at risk in literacy. Achievement was made by maintaining a laser focus on the effective use of our human resources through scheduling and training for optimal outcomes. I also worked with teachers through co-teaching partnerships and professional development. Finally, "parents as partners" was an integral component of student achievement, through which we provided literacy training for parents, data meetings, and summer achievement plans and goals.

As a part-time instructional coach my responsibilities were to develop the skills of teachers and improve their capacity in literacy. These are skills that I use as a building principal when observing teachers and helping them grow.

- Supervisor of paraprofessionals including training and scheduling
- Local and state assessment organizer, trainer, proctor, scheduling
- Committee work and professional development for assessments, school improvement, SLOP, Thinking Maps, parent education (including monthly meeting focuses, book club).

LAMIS SROUR



LAMIS SROUR

REFERENCES



Shannon Peterson
Principal (f. Exec Director)
Long Elementary & Virtual K-12
(313) 318-6198



Adam Martin
Executive Director
Dearborn Public Schools
(734) 751-0929



Mike Essaily
Executive Director
Dearborn Public Schools
(313) 574-5611



Mary Timpf
Principal
Duvall Elementary
(313) 407-6610



Josh Tynan
Principal
Nowlin Elementary
(313) 655-4514



Ghada Burks
Teacher
Henry Ford Elementary
(734) 255-8798

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION

DATE: NOVEMBER 27, 2024

Pursuant to the City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9, the Mayor shall appoint members of the Environmental Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Machhadie Assi

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 1 Year

Appointment Term Ending: June 30, 2025

Attendance: N/A

Phone: (313) 358-6167

Email: machhadie.assi@gmail.com

Mailing Address: 7602 Pinehurst, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION
DATE: NOVEMBER 27, 2024

I hereby certify that the following appointment has been made to the Environmental Commission in accordance with City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9.

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

Name: Machhadie Assi
Status: New Appointment
Current Term Ending: N/A
Filling a Vacancy for: N/A
Term Duration: 1 Year
Appointment Term Ending: June 30, 2025
Attendance: N/A
Phone: (313) 358-6167
Email: machhadie.assi@gmail.com
Mailing Address: 7602 Pinehurst, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department

OFFICE OF THE MAYOR



cc: Public Health Department
cc: Law Department



Dearborn Commissions Application

Submission Date

July 21 2024

First Name

Machhadie

Last Name

Assi

Phone

+13133586167

Email

machhadie.assi@gmail.com

Home Address

7600 Pinehurst Street, Dearborn, MI, USA

Years of Residency in Dearborn

16 years

Occupation

Communication Dept. Office manager

Company

Michigan House democratic Communication

Length of Service

2 years

Business Address

124 North Capitol Avenue, Lansing, MI 48933 , 14th floor

Business Telephone Number

517-373-8292

Level of Education

University Degree

Name of Educational Institution & Graduation Year

University of Michigan Dearborn

Commissions & Boards

Environmental Commission

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

I am interested in joining the environmental commission in Dearborn because I am passionate about addressing the critical environmental issues that impact our community. Dearborn has a rich industrial history, but this legacy has led to significant environmental challenges. Wayne County, where Dearborn is located, has the highest industrial air emissions of hazardous chemicals in the nation, including carcinogens that pose serious health risks such as leukemia, cancer, and neurological disorders. As a mother of three children raised in this city, I am deeply committed to ensuring a safe and healthy environment for future generations. My experience working on the Flint Water Crisis as a Victim Advocate at the Michigan Attorney General's office has given me firsthand insight into the devastating effects of environmental neglect on public health. I witnessed the struggles of Flint residents and the importance of proactive measures to prevent such crises. Joining the environmental commission would allow me to contribute to protecting Dearborn residents by addressing industrial pollution, improving air and water quality, and fostering sustainable practices.

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

National Partnership for New Americans Arab American leaders 2023| |40 Under 40 Arab America 202 |The Washington Center, D.C. Voice of voiceless 2022|Ssgt Bell Service Award for extraordinary service as an advocate & community organizer |Michigan Muslim Community Council Leadership Award 2021| Recognized by USA Hello for International Women’s Day 2020 |UofM Dearborn Difference Maker 2017| Global Citizenship Award ,The Washington Center, 2016|Senator John Dingell Scholarship & Ford Motor Co. Scholarship Recipient, 2016. See attached resume

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

PDF Machhadie Assi...4.pdf

Submitted on July 21 2024

Powered by  **monday.com**

Machhadie Assi

www.michigandifferencemakers.com/Machhadie_Assi | machhadie.assi@gmail.com | 313-358-6167

EDUCATION

University of Michigan, MI, Bachelor of Arts in Criminal Justice Studies; Bachelor of Science in Biological Sciences, 2019

The Washington Center, DC, Law & Criminal Justice Professional Track Program, International Humanitarian Law course, Forensic Science course, Summer 2016

WORK EXPERIENCE

MI House of Representatives, Democratic Communication Department

Office Manager, Speaker of the House Joe Tate, April 1, 2023 – Present

- Developed and implemented comprehensive office policies and procedures, ensuring consistency and efficiency across all central staff.
- Supervised a team of 22 staff members, overseeing daily operations and workflow to maintain smooth internal functions.
- Facilitated internal communication, fostering a collaborative and productive work environment.
- Monitored project timelines and deliverables, ensuring timely completion of communication initiatives.
- Coordinated and managed logistical aspects of press conferences and legislative activities, ensuring effective internal communication and support.
- Aligned departmental goals with legislative priorities through strategic planning and execution of internal operations.

Erin Byrnes for Michigan House of Representatives, Campaign Manager March 2022– Nov 2022

- Successfully guided the campaign to victory in both the primary and final elections, securing an impressive 67% of the votes.
Led successful campaign strategies resulting in victory in primary and final elections with 67% of the votes.
- Organized and executed campaign fundraisers, securing financial resources.
- Cultivated relationships with key stakeholders and managed social media presence.
- Recruited, managed, & delegated tasks to team of 15 volunteers to canvass and do outreach over entire Dearborn-based district.
- Garnered and managed endorsement campaign from local & state-wide elected officials
- Handled communications with local stakeholders, community leaders, as well as local & state-wide donors

Michigan Attorney General's Office, Victim Advocate, Flint Water Crisis, Criminal Prosecution Team

Nov 2019 – Dec 2022

- Developed numerous victim forms and questionnaires to identify victims of man-made and natural crises, facilitating their access to essential resources and state assistance.
- Represented the Attorney General's Office at weekly community meetings, coordinating efforts with Flint residents, the Governor's Office, MDHHS, activists, and subject matter experts.
- Listened to victims' concerns, provided updates on court dates, and served as a compassionate liaison, ensuring their voices and concerns were communicated to the Michigan Attorney General.
- Assisted the Attorney General and Secretary of State in collecting declarations from Wayne County citizens on issues such as gun violence, voting rights, and voter intimidation, under the supervision of the Solicitor General.

Washtenaw County Public Defender, Ann Arbor, Paralegal/ Investigator, Nov 2017-Nov2019

- Managed criminal case files for Assistant Public Defenders, covering felonies, misdemeanors, and juvenile cases.

- Ensured seamless communication between defendants and their attorneys, providing regular case updates and relevant information.
- Supplied defendants with details on court dates and police reports.
- Conducted interviews with arrested defendants, explaining their basic legal rights and the attorney-client relationship.
- Assisted in the preparation of legal documents and evidence for court proceedings.
- Collaborated with law enforcement, court personnel, and other stakeholders to gather necessary information for case defense.
- Maintained detailed and organized records to support efficient case management and legal defense strategies.

Michigan Muslim Community Council, *Director of Youth & Volunteer Affairs/Director of Operations*

Feb 2018 – Jan 2022

- Directed & developed strategic branding for pandemic relief campaign including over 100 volunteers of different cultural backgrounds & faiths to deliver food aid to over 10,000 families & individuals affected by the Covid-19 pandemic in 9 Michigan counties in partnership with state & federal agencies like U.S.AID & others
- Supervised operations & logistics for 25 volunteers for Muslim Capitol Day at Michigan Capitol attended by 1000s of individuals as well as state officials such as the Governor, Attorney General & others
- Wrote press releases, year-end reviews, along with various other media & social media communications for various Council events
- Established & maintained relationships with community representatives, public & elected officials, as well as various for-profit and not-for-profit sponsors & partners
- Oversaw & planned efforts to reach organization objectives & public relations strategies across the state
- Supervised & secured 100s of volunteers year-round for Council events state-wide
- Handed internal & external communication with organization members, as well as key stakeholders & public & private partners

Peace Tech Lab, *Michigan Project Manager*

Nov 2021 – Jan 2022

- Managed & recruited a team of community organizers for Peace Tech Lab's professional development & training conference in Michigan
- Oversaw training for 145 staff & activists from 14 different non-profit organizations; as well as event panel discussions
- Interviewed dozens of potential speakers & recruited thirteen trainers to lead seven professional development courses for campaign managers, IT professionals, politicians, writers, influencers, data analysts & social media experts
- Supervised expenses & ensured project remained within budgetary allowances & controls
- Handled external relations & communications, as well as internal correspondence with DC HQ & Michigan team

SELECT PROJECTS & INITIATIVES

Special Emergency Flood Assistance Town Halls, *Manager*

Jul 1 2021 – Jul 5 2021

- Initiated several townhalls to deliver emergency assistance in response to July flood in Wayne County
- Collaborated with MDHHS to provide emergency relief applications to affected areas
- Handled 200 emergency assistance forms & provided aid to 100s of affected individuals in span of 2 days
- Recruited two bilingual attorneys as well as 15 volunteers to process & fill applications for underserved residents
- Oversaw campaign by two local non-profits to deliver emergency relief resources & material assistance to residents victimized by flood
- Formulated & ensured compliance with initiative goals & guidelines, as well as state & office best practices

Get Out The Vote Initiatives, *Supervisor*

2020 – 2021

- Managed & organized several Get Out The Vote Initiatives in Dearborn & Dearborn Heights for both 2020 national elections as well as 2021 municipal elections
- Led campaign to register 250 new voters for national, state & local elections
- Provided informational sessions & educational opportunities regarding U.S. & MI voting processes & candidate information in English & Arabic to local voters
- Recruited two bilingual attorneys as well as fifteen volunteers to process & fill applications for underserved residents affected by natural disaster
- Partnered with local civic & political non-profits to establish programs dedicated to highlighting & encouraging voter awareness & civic engagement in Dearborn & Dearborn Heights
- Formulated initiatives goals & guidelines, ensured compliance with best Get Out The Vote procedures & voter outreach methods

Inspire to Empower, Project Manager, March 2020

- Established ties to dozens of local business & organizations to plan & fund event
- Formulated event goals to further women’s professional development in various fields & areas of expertise
- Recruited women professionals from diverse non-profit sectors & positions for panel discussions as well as training sessions focused on variety of topics & issues pertaining to women in the workforce & non-profits
- Provided managerial and logistical oversight for an event attended by over 120 visitors
- Created a forum for women’s empowerment & self-development through other women’s professional experiences

SELECT AWARDS & RECOGNITIONS

National Partnership for New Americans Arab American leaders 2023| 40 Under 40 Arab America 202 |The Washington Center, D.C. Voice of voiceless 2022|Ssgt Bell Service Award for extraordinary service as an advocate & community organizer |Michigan Muslim Community Council Leadership Award 2021| Recognized by USA Hello for International Women’s Day 2020 |UofM Dearborn Difference Maker 2017| Global Citizenship Award ,The Washington Center, 2016|Senator John Dingell Scholarship & Ford Motor Co. Scholarship Recipient, 2016;

SELECT MEDIA APPEARANCES

[A Voice for the Voiceless](#)

[Detroit Activist Sponsors 5 Women for Virtual UN Panel - Pride Source](#)

[TRT International TV](#)

[LA Times magazine](#)

SKILLS & LANGUAGES

Computer: Advanced MS Office Suite

Languages: Fluent in English, Arabic, and French

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION

DATE: NOVEMBER 27, 2024

Pursuant to the City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9, the Mayor shall appoint members of the Environmental Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Mahmoud Tanana

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 3 Years

Appointment Term Ending: June 30, 2027

Attendance: N/A

Phone: (313) 681-7757

Email: asm_2757@homedepot.com or mtanana@live.com

Mailing Address: 9950 Frederick, Dearborn, MI 48120

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION

DATE: NOVEMBER 27, 2024

I hereby certify that the following appointment has been made to the Environmental Commission in accordance with City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9.

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

Name: Mahmoud Tanana

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 3 Years

Appointment Term Ending: June 30, 2027

Attendance: N/A

Phone: (313) 681-7757

Email: asm_2757@homedepot.com or mtanana@live.com

Mailing Address: 9950 Frederick, Dearborn, MI 48120

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department



Dearborn Commissions Application

Submission Date

July 20 2024

First Name

Mahmoud

Last Name

Tanana

Phone

+13136817757

Email

asm_2757@homedepot.com

Home Address

9950 Frederick Street, Dearborn, MI, USA

Years of Residency in Dearborn

32

Occupation

Retail Manager

Company

Home Depot

Length of Service

12 years

Business Address

2455 paces ferry rd. Atlanta GA

Business Telephone Number

866.698.4347

Level of Education

College Degree

Name of Educational Institution & Graduation Year

Henry Ford College

Commissions & Boards

Environmental Commission

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

As a south end resident, I feel I know first hand the impact an unhealthy environment can have on our community. I have also sponsored multiple garden projects throughout the city at various schools through the Home Depot Foundation and the Dearborn public Schools Green Schoolyards Programs.

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

N/A

Do you Have a Resume?

No

Description of Professional History

The Home Depot-Retail Manager. Held various positions throughout my career including Merchandising, operations, Human Resources and currently Merchandising Assistant Manager.

Resume

[This question was not answered]

Submitted on July 20 2024





Dearborn Commissions Application

Submission Date

August 17 2024

First Name

Mahmoud

Last Name

Tanana

Phone

+13136817757

Email

mtanana@live.com

Home Address

9950 Frederick Street, Dearborn, MI, USA

Years of Residency in Dearborn

32

Occupation

Retail Manager

Company

The Home Depot

Length of Service

12 years

Business Address

5951 Mercury Dr

Business Telephone Number

313.593.4644

Level of Education

College Degree

Name of Educational Institution & Graduation Year

Henry ford college

Commissions & Boards

Environmental Commission

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

As a lifelong resident of the south end of dearborn, I know first hand the impact an unhealthy environment can have on your health. This is why I have initiated multiple grant projects and donations through The Home Depot Foundation to assist in the beautification of the green schoolyards programs for dearborn public schools. Most recently a \$15,000 grant for the Salina school community to enhance the school green spaces.

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

The Home Depot foundation.

Do you Have a Resume?

No

Description of Professional History

The Home Depot. Range of positions include sales associate, department supervisor, associate support Human Resources supervisor, operations manager, night operations manager and merchandising manager.

Resume

[This question was not answered]

Submitted on August 17 2024



OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION

DATE: NOVEMBER 27, 2024

Pursuant to the City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9, the Mayor shall appoint members of the Environmental Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Mohamed Dabaja

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 3 Years

Appointment Term Ending: June 30, 2027

Attendance: N/A

Phone: (313) 758-9049

Email: gk1828@wayne.edu

Mailing Address: 604 Highview Street, Dearborn, MI 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION

DATE: NOVEMBER 27, 2024

I hereby certify that the following appointment has been made to the Environmental Commission in accordance with City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9.

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

Name: Mohamed Dabaja

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 3 Years

Appointment Term Ending: June 30, 2027

Attendance: N/A

Phone: (313) 758-9049

Email: gk1828@wayne.edu

Mailing Address: 604 Highview Street, Dearborn, MI 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department



Dearborn Commissions Application

Submission Date

July 17 2024

First Name

Mohamed

Last Name

Dabaja

Phone

+13137589049

Email

gk1828@wayne.edu

Home Address

604 Highview Street, Dearborn, MI, USA

Years of Residency in Dearborn

24

Occupation

Instructor/Environmental Researcher

Company

Wayne State University

Length of Service

5

Business Address

gk1828@wayne.edu

Business Telephone Number

313-758-9049

Level of Education

Doctorate Degree

Name of Educational Institution & Graduation Year

Wayne State University 2020,2022,2026

Commissions & Boards

Environmental Commission

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

Growing up in Dearborn, I witnessed significant air and water pollution, which spurred my dedication to urban sustainability. This motivated me to pursue an undergraduate degree in biology and nutritional sciences and a Master’s in Biology from Wayne State University. As a current Ph.D. candidate at Wayne State, my research focuses on the impact of environmental factors on fertility. As the Graduate School Representative on the Student Senate, I supported biodiversity initiatives. As an instructor in Comparative Physiology, I educate students on water pollutants' effects on *Daphnia magna*. I am deeply concerned about air and water pollution, flooding, transportation, and sustainability. As a UN-RCE graduate fellow, I collaborate with regional partners to tackle the UN's sustainability goals. Projects include making Wayne State a bike-friendly campus, offering free bus rides to students, and installing more bioswales to manage stormwater.

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

Adjunct Professor at Detroit Mercy & Macomb College Ph.D. Candidate at Wayne State University Awards: - United Nations Regional Centre of Expertise Graduate Fellow (2023-2024) - Graduate Research Symposium 1st Place Poster Award 2023 - Wayne State University UROP fellowship The Role of NFkB Innate Immune Factors in Maintaining Drosophila Retinal Integrity (2019-2020) - Dearborn PTA Scholarship (2018) - George T. & Helen Martin Endowed Scholarship (2018) Organizations: Green Warriors Plate to Planet

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

PDF Resume Final 2024.pdf

Submitted on July 17 2024

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Mohamed A. Dabaja

604 Highview St. • Dearborn, MI 48128 • (313) 758 -9049
• gk1828@wayne.edu

EDUCATION

Wayne State University- Detroit MI **2022-Present**
Ph.D. Candidate Program- Biological Sciences GPA: 3.92

Wayne State University- Detroit MI **2020-2022**
Master of Arts Program- Biological Sciences GPA:
3.92

Wayne State University- Detroit MI **2020**
Bachelor of Arts Program-Major Biology- Minor Nutrition
GPA: 3.74

Henry Ford College – Dearborn MI **2018**
General Science Associates Certificate

EMPLOYMENT EXPERIENCE

United Nation Regional Centre of Expertise Graduate Fellow **December 2023-Present**

- Spearheaded the formation of a working group focused on engaging high school students in sustainability initiatives across Wayne, Macomb, and Oakland counties.
- Coordinated with 20+ sustainability council members, ensuring active participation in sustainability events and monthly meetings to discuss ongoing projects.
- Implemented educational programs and compost sites to help eliminate food waste in the region, promoting sustainable practices and community awareness.

Adjunct Instructor- University of Detroit Mercy **May 2024-Present**

- Instructed a comprehensive lecture and lab course in Environmental Biology for over 30 students.
- Developed and presented original PowerPoint lectures tailored to course objectives.
- Designed and administered quizzes, exams, and other assessment tools.
- Organized and set up lab practicals, ensuring a hands-on learning experience for students.

Adjunct Instructor- Macomb College

May 2023-Present

- Instructed a comprehensive lecture and lab course in Anatomy and Physiology for over 30 students.
- Developed and presented original PowerPoint lectures tailored to course objectives.
- Designed and administered quizzes, exams, and other assessment tools.
- Utilized Canvas for course management, including uploading materials and tracking student progress.
- Employed McGraw Hill resources to craft and assign relevant coursework.
- Proctored examinations to ensure academic integrity.
- Organized and set up lab practicals, ensuring a hands-on learning experience for students.

Graduate Teaching Instructor- Wayne State University- 2021-Current

- Taught 3 different undergraduate lab courses, over 6 semesters, covering more than 300 students.
- Coordinated and taught two weekly lab sections which covered various plant types, genetics, animals, and protists.
- Prepared weekly lectures and quizzes.
- Guided students on how to use basic lab techniques such as microscopy, preparing wet mounts, and dissections.
- Mentored students on how to write a lab outline and lab report.
- Courses Taught:
 - BIO 1501 Basic Life Diversity
 - BIO 1511 Basic Life Mechanisms
 - BIO 4120 Comparative Physiology

Research Assistant- WSU School of Medicine, Department of Molecular Medicine and Genetics

2019- 2021

- Designed and initiated Electretinography, Immunohistochemistry, and deep pseudopupil analysis on *Drosophila M.*
- Trained students to conduct and understand Electretinograms.

Instructional Assistant- BIO 1500 Lab Revision Project

2019- 2020

- Developing and testing new labs that are more active and engaging for students.
- Working alongside with Professors and Graduate students to plan labs.
- Writing up new lab protocols to publish on Canvas and as a hard copy lab manual.
- Teaching new labs to undergraduate students and observing results.

Lab Technician Beaumont Hospital Dearborn

2019-2022

- Process over 80 specimens a day and distribute medical specimens for testing.
- Register patients and order tests using EPIC and Soft lab software.
- Contribute to efficient operations of the laboratory and coordinate with doctors and patients to deliver results.

Beaumont Oakwood Hospital- Patient Observation Aid

2017-2019

- Providing companionship, observation, and surveillance of assigned patients that are in the acute care hospital setting.
- Completing documents for each patient during the shift.

EDUSTAFF Substitute teacher

2019-2022

- Administrated K-12 Students
- Assisted students with subjects they were learning in class. Showed leadership and problem-solving skills
- Guided students to success

PUBLICATIONS:

1. Shashwat Mishra, Mohamed Dabaja, Asra Akhlaq, Bianca Pereira, Kelsey Marbach, Mediha Rovcanin, Rashmi Chandra, Antonio Caballero, Diana Fernandes de Abreu, QueeLim Ch'ng, Joy Alcedo (2023) Specific sensory neurons and insulin-like peptides modulate food type-dependent oogenesis and fertilization in *Caenorhabditis elegans*.

CONFERENCES:

- Midwestern Worm Meeting 2023 Speaker- Sensory Neurons and Insulin Signaling Modulate Oogenesis and Fertilization in *C. elegans*
- Wayne State University Graduate Research Symposium Poster Presentation 2023- Sensory Neurons and Insulin Signaling Modulate Oogenesis and Fertilization in *C. elegans*.
- Wayne State University Biology Retreat Poster Presentation 2022- Sensory Neurons and Insulin Signaling Modulate Oogenesis and Fertilization in *C. elegans*
- National Conference of Undergraduate Research 2021- The Role of NFkB Innate Immune Factors in Maintaining *Drosophila* Retinal Integrity

VOLUNTEER WORK & ORGANIZATIONS

- Wayne State Student Senate Graduate Schools Representative
- Macomb Community College IDEA Council Member- Strategy 6 Co-lead
- Biological Sciences Graduate Student Association Graduate Representative
- WSU Helping Hands
- The Gate of Knowledge
- Beaumont Oakwood Hospital-Emergency Department Volunteer

AWARDS/SCHOLARSHIPS

- Graduate Research Symposium 1st Place Poster Award 2023
- Wayne State University UROP fellowship The Role of NFkB Innate Immune Factors in Maintaining Drosophila Retinal Integrity (2019-2020)
- Wayne State's Gold Transfer Scholarship (2018)
- Dean's list Henry Ford College (2018)
- Dearborn PTA Scholarship (2018)
- George T. & Helen Martin Endowed Scholarship (2018)
- Award of Excellence, Superintendent's Honors Night (2017)
- Graduating with honors at Fordson High School, Magna Cum Laude (2017)

LANGUAGES

- Arabic -- fluent in reading, writing, and speaking.
- English- fluent in reading, writing, and speaking.

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION

DATE: NOVEMBER 27, 2024

Pursuant to the City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9, the Mayor shall appoint members of the Environmental Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Paul Boyce

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 2 Years

Appointment Term Ending: June 30, 2026

Attendance: N/A

Phone: (313) 598-4410

Email: boycepaul21@gmail.com

Mailing Address: 22144 Edison Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION
DATE: NOVEMBER 27, 2024

I hereby certify that the following appointment has been made to the Environmental Commission in accordance with City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9.

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

Name: Paul Boyce

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 2 Years

Appointment Term Ending: June 30, 2026

Attendance: N/A

Phone: (313) 598-4410

Email: boycepaul21@gmail.com

Mailing Address: 22144 Edison Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department

OFFICE OF THE MAYOR



cc: Public Health Department
cc: Law Department



Dearborn Commissions Application

Submission Date

September 25 2024

First Name

Paul

Last Name

Boyce

Phone

+13135984410

Email

boycepaul21@gmail.com

Home Address

22144 Edison Street, Dearborn, MI, USA

Years of Residency in Dearborn

23+

Occupation

Engineer

Company

Maritime Systems LLC

Length of Service

26+

Business Address

22144 Edison St, Dearborn MI 48124

Business Telephone Number

(313) 598-4410

Level of Education

University Degree

Name of Educational Institution & Graduation Year

Texas A&M University at Galveston, 1989

Commissions & Boards

Environmental Commission

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

The quality of our lives is linked to the environment. There are opportunities to improve our environment, from dense neighborhoods, along River Rouge, to the heavy industrialized "Port of Dearborn." Greatest environmental concerns are 1. Urban Forestry, 2. Municipal Solid Waste (landfilled material, recycling, compost, upcycling), 3. Watershed (business/home downspouts, large paved areas, CSOs, channelized river), 4. Clean energy, 5. Noise, 6. Wildlife, 7. Walkable/bike friendly routes, and 8. Greenspaces. Some thoughts: Would like to see comprehensive urban forestry plan that includes planting trees of benefit to humans and wildlife, then harvesting lumber. Set goals/metrics for municipal solid waste stream: 30% recycled by 2029, 80% diverted from landfill. Divert runoff from business and residential properties to landscape. Remove obstacles for homeowners and businesses to install clean energy alternatives. Buffer residential areas from busy roads and business districts. Maintain safe sidewalks by not just replacing concrete, but also leveling and horizontal cutting.

Are you a veteran?

Yes

Which Branch Did You Serve?

Navy

What Was Your Rank?

E1 to E5, then O1 to O5

Years of Service?

29+

Memberships, Civic Activities, and Awards Received

Ford Homes Historic District (FHHD), Varied Positions Dearborn Youth Hockey, Team Manager Dearborn Youth Soccer, Coach PTA, Varied Positions at DuVall, STEM and Woodworth Boy Scouts of America, Pack & Den Leader see resume

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

PDF BoycePaul_resu...e.pdf

Submitted on September 25 2024



CDR Paul A Boyce USN(Ret), P.E.
22144 Edison Street, Dearborn, MI 48124
313-598-4410, boycepaul21@gmail.com

Maritime Systems LLC

4/1995 - Present

Providing marine technical services to Inland River, Great Lakes and Gulf of Mexico customers; including design/drafting/specifications for new construction and repair; turnkey project management; owner representation for construction/repair.

Department of the Navy

1/1992 - 9/2010

Commander, United States Naval Reserve (Retired)

Engineering Duty Officer

Recognized as technical leader in the United States Navy. Led a group of highly educated staff who had a broad continuum of operational experience and engineering expertise. Developed and refined system-engineered, cost-effective solutions to meet fleet requirements. Led the integration of research and development, design, acquisition, construction, modernization and life cycle management.

Reviewed designs and prepared, solicited and awarded contract bid packages. Supervised construction, identified problems and devised solutions for contracted work.

Naval Architect/Marine Engineer at Atlantic Marine/Alabama Shipyard (4/1997 - 11/1999); CDI Marine, Commercial/Offshore Division (6/1998 - 2/1999); Demopolis Barge (9/1996 - 9/1997); Bender Shipbuilding & Repair (4/1993 - 3/1995); Litton Ingalls Shipbuilding (5/1995 - 9/1996); Jeffboat (12/1990 - 3/1993); Alan C. McClure & Associates (3/1990 - 11/1990); Waller Marine (5/1989 - 3/1990)

R. H. John Chart Agency

10/1985 - 05/1989

Sold and maintained worldwide inventory of nautical charts and hydrographic publications.

Department of the Navy

05/1981 - 12/1991

Enlisted

Basic seamanship to navigation team. Collateral duties included damage control, firefighting, helicopter crash crew, planned maintenance of ship equipment, security team, watch standing, and weather observation.

Education:

Bachelor's Degree, May 1989

Texas A&M University at Galveston, TX United States

Major: Maritime Systems Engineering **Minor:** Hydromechanics **Honors:** Cum Laude

Job Related Training (partial list) :

1. IMO International Maritime Bulk Cargoes (IMSBC) Code, National Cargo Bureau, June 2020
2. Damage Stability (NATCAR-146), National Cargo Bureau, Dec 2018
3. Securing Non-Standardized Cargo (NATCAR-448), National Cargo Bureau, Mar 2015
4. Ship's Stability (NATCAR-461), National Cargo Bureau, Sep 2014
5. Professional Engineering Review Course, Society of Naval Architects and Marine Engineers, Mar 2012
6. Advanced Drydocking Course/Heavylift Ship Operations, NAVSEA, May 2004
7. Officer Leadership Course (CNR-950-0001), Nov 2000

Professional Publications:

1. U.S. Navy Towing Manual, Chapter 8 Heavy Lift Transport and Appendix Q Heavy Lift Sample Calculations, Contributing Editor, Revision 4 (Pending)
2. Market Research of Intermodal Freight Opportunities on Great Lakes/St. Lawrence Seaway System, Montreal-SE Michigan, presented SNAME GL-GR Section, Jan. 31, 2003, Port of Monroe, Michigan
3. Salvage Plans for Lakers Using SHCP/Spreadsheets; USCG Preparedness for Response Exercise Program (PREP), presented SNAME GL-GR Section, Feb. 1, 2002, Port of Cleveland, Ohio
4. Docking Officers' Handbook, Puget Sound Naval Shipyard, United States Navy, NAVSHIPYDPUGET P9997(2), May 1997, Bremerton, Washington
5. DDG993 Class Longitudinal Strength Update, Warfighting Improvement Program, Ingalls Shipbuilding, August 1996

Affiliations:

Society of Naval Architects and Marine Engineers - Great Lakes-Great Rivers Section Papers Chair, 2001-2005; Gulf Section Membership Recruiter

Ford Homes Historic District and Woodworth Neighborhood Association - President (both organizations), Secretary, and Historic Restoration Project Manager

Parent Teacher Association (PTA) - Secretary, 2005-2009; Educational Events Coordinator, 2010-2017; Secretary, 2019-2020

Boy Scouts of America - Committee Member, 2010-2015

Licenses:

Professional Engineer: Indiana, 2000 (Active); Alabama, Jul 1997 (Inactive); Washington, Jan 1997 (Inactive)

Qualifications:

1. Bulk Grain Vessel Surveyor, National Cargo Bureau, Mar 2019
2. Heavy Lift Project Officer, Dept of Navy, SUPSALV, Aug 2006
3. Docking Observer, Dept of Navy, MARMC, Mar 2006

Awards & Honors:

Meritorious Service Medal, Navy & Marine Corps Commendation Medal, Navy & Marine Corps Achievement Medal, Navy Unit Commendation, Navy Expeditionary Medal, National Defense Service Medal, Armed Forces Expeditionary Medal, Global War on Terrorism Service Medal, Navy Sea Service Deployment Ribbon.

Personal Skills:

Leadership, Communication, Capable problem solver, Detail oriented, Budget planning, Resource management, Logistics, Microsoft Word, Excel, PowerPoint, AutoCAD, Basic conversational Arabic, Academic background in German, Basic conversational Spanish, First Aid

Volunteer (partial list) :

1. Teacher Assistant in Classroom, Dearborn Public Schools: STEM topics in Elementary and Middle Schools and Substitute Teacher for High School Math/Science classes, 2001-2016.
2. Safe Harbor Maritime Academy: Mentored at-risk teenage boys age 14-17 while sailing, fixing donated sailboats, troubleshooting outboard marine engines, 6/1998-2/1999.

Hobbies:

Cycling - Assembling, repairing, and riding bicycles and tricycles, traditional and electric.
Sailing - Salvaging old sailboats.

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION

DATE: NOVEMBER 27, 2024

Pursuant to the City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9, the Mayor shall appoint members of the Environmental Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Ramsey Saymuah

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 3 Years

Appointment Term Ending: June 30, 2027

Attendance: N/A

Phone: (313) 300-2359

Email: rsaymuah@cdpaarchitects.com

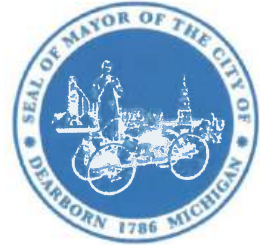
Mailing Address: 401 South Lafayette Street, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION
DATE: NOVEMBER 27, 2024

I hereby certify that the following appointment has been made to the Environmental Commission in accordance with City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9.

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

Name: Ramsey Saymuah

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 3 Years

Appointment Term Ending: June 30, 2027

Attendance: N/A

Phone: (313) 300-2359

Email: rsaymuah@cdpaarchitects.com

Mailing Address: 401 South Lafayette Street, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department



Dearborn Commissions Application

Submission Date

October 09 2024

First Name

Ramsey

Last Name

Saymuah

Phone

+13133002359

Email

rsaymuah@cdpaarchitects.com

Home Address

401 South Lafayette Street, Dearborn, MI, USA

Years of Residency in Dearborn

Life

Occupation

Project Manager

Company

CDPA Architects + Planners

Length of Service

2017

Business Address

6 Parklane Blvd. Suite 676, Dearborn

Business Telephone Number

313-406-2175

Level of Education

Master Degree

Name of Educational Institution & Graduation Year

Wayne State University 2024

Commissions & Boards

Environmental Commission

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

Pollution in the South end of the city, heat islands, the city could use new environmental practices that can make big impacts

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

Planning Commissioner, Vice-Chairman, City of Dearborn

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

PDF Ramsey
Saymuah...t.pdf

Submitted on October 09 2024

Powered by  **monday.com**

Ramsey Saymuah

Resume Brief

401 S. Lafayette, Dearborn, MI 48128 | 313-300-2359 | rsaymuah@cdpaarchitects.com

Summary

Construction Project Manager with 10 years of hands-on experience in the planning and implementation of multiple project types. Leading work and construction teams from design stage through completion and occupancy.

Education

- Bachelor's in Construction Management – Eastern Michigan University 2021
- Master's in Business Administration - Wayne State University 2024
- Residential Builder's License in process
- OSHA 30-Hour Construction Safety and Health
- Procore Certified: Project Manager (Quality & Safety)
- Procore Certified: Project Manager (Core Tools)

Experience 2016- Present

- Project Manager at CDPA Architects and Planners

Office: Closely working and coordinating with architects, engineers, and contractors on project budgeting, scheduling, constructability, and value engineering to ensure project delivery complies with client budget and timeframe.

Field: Oversight of field construction operations by coordinating the multiple construction trades ensuring work is progressing according to set schedule, implemented in professional and safe manner as well as meeting building codes and all municipality requirements.

Sample Projects

- Allen Park City Hall and Police Building – Renovation and New Construction 6 million. Capacity as Architect's Representative
- Ashley Homestore, two locations – Renovation 2 million
- Tenny Medical Center, Dearborn – New Construction 3 million
- Starbucks Plaza, Dearborn Heights – New Construction 1.5 million
- Magna Health Center, Warren – Renovation 3.5 million
- SOHO Grand Banquet Facility, Westland – New Construction 10 million
- Interior Horticultural Facility, Detroit – Under Construction 8 million
- Private Residence, Dearborn – New Construction 3 million
- Office/Coworking Space, Dearborn – Renovation 0.5 million
- Town Square Retail Plaza, Dearborn Heights – New Construction 4.5 million

Civil Service: Planning Commissioner: Vice-Chairman, City of Dearborn - Expires 2027

References Available Upon Request

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION

DATE: NOVEMBER 27, 2024

Pursuant to the City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9, the Mayor shall appoint members of the Environmental Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Rene Ziaja

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 1 Year

Appointment Term Ending: June 30, 2025

Attendance: N/A

Phone: (313) 478-5692

Email: rene.ziaja@gmail.com

Mailing Address: 727 Mildred Street, Dearborn, MI, 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: NEW APPOINTMENT - ENVIRONMENTAL COMMISSION
DATE: NOVEMBER 27, 2024

I hereby certify that the following appointment has been made to the Environmental Commission in accordance with City of Dearborn Code of Ordinance Section 2-416 and City Charter Section 10.9.

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

Name: Rene Ziaja

Status: New Appointment

Current Term Ending: N/A

Filling a Vacancy for: N/A

Term Duration: 1 Year

Appointment Term Ending: June 30, 2025

Attendance: N/A

Phone: (313) 478-5692

Email: rene.ziaja@gmail.com

Mailing Address: 727 Mildred Street, Dearborn, MI, 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department



Dearborn Commissions Application

Submission Date

July 10 2024

First Name

Rene

Last Name

Ziaja

Phone

+13134785692

Email

rene.ziaja@gmail.com

Home Address

727 Mildred Street, Dearborn, MI, USA

Years of Residency in Dearborn

48

Occupation

Retired

Company

[This question was not answered]

Length of Service

[This question was not answered]

Business Address

[This question was not answered]

Business Telephone Number

[This question was not answered]

Level of Education

Master Degree

Name of Educational Institution & Graduation Year

University of Michigan - 2021

Commissions & Boards

Environmental Commission

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

I am most interested in the area of environmental justice, and in ensuring that all members of the community have equal access to clean air and safe living environments. An additional interest is in helping community members learn how to protect and preserve Dearborn's natural environment for future generations.

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

Chair, City Beautiful Commission Accounting Aid Society Volunteer Tax Preparer 2021
University of Michigan Difference Maker Member Phi Theta Kappa National Honor Society

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

PDF

R. Ziaja
Resume.pdf

Submitted on July 10 2024



René Ziaja

Dearborn, Michigan



rene.ziaja@gmail.com



313-478-5692



[linkedin.com/in/rene-ziaja-5692](https://www.linkedin.com/in/rene-ziaja-5692)

Summary

Public Administration professional experienced in leading and collaborating with multifocal educational teams, analyzing data, and resolving conflict. Proven talent for identifying problems, simplifying procedures, and finding innovative solutions. **Collaborative, strategic, creative, solutions-oriented change maker.**

Experience



Administrative Data Specialist - Office of Assessment

Dearborn Public Schools

Sep 2018 - Oct 2020 (2 years 2 months)

Computer Data Specialist providing leadership and assessment administration expertise supporting district staff. Ensured compliance with federal and state requirements for student assignments and administration of the WIDA, MSTEP, MI-ACCESS, NWEA, PSAT/SAT, and internal district tests.



President - Dearborn Federation of School Employees AFT Local 4750

Dearborn Public Schools

Dec 2013 - Jan 2019 (5 years 2 months)

Dynamic and collaborative leader of Dearborn Public Schools support staff union. An active district-appointed Continuous Process Improvement committee member for employee recruitment and retention. Contributing partner in creating the Dearborn School Employees Health Program, a union-sponsored healthcare trust providing significant cost savings to the district. Transitioned the local from AFT receivership to independence. Restored autonomy and democratic processes to the local while increasing member engagement.



Accounting Specialist - Business Services

Dearborn Public Schools

Nov 2010 - Sep 2018 (7 years 11 months)

Grant Accounting Specialist responsible for reconciliation and reporting \$30+ million in funding for ACT 18 (Special Education), Title I, II, and III, IDEA, PBIS, GSRP, Perkins, and USDA Food Service awards. Maintained district General Ledger accounts, loaded yearly budget modules, and prepared financial reports, including Board of Education monthly reports, grant status reports, the Schedule of Expenditure of Financial Awards (SEFA), and the Financial Information Database (FID) required annually by the State of Michigan.



Long-Term Substitute Teacher - Special Education

Dearborn Public Schools

Sep 2009 - Dec 2009 (4 months)

Semester-long teaching assignment in elementary mildly cognitively impaired (MOCI) classroom. Improved functioning and cohesiveness of the classroom while exceeding student learning standards. Ensured emotionally stable environment and positive student experiences when engaged in general education classroom learning.



Staffing Services Representative & Education Facilities Presenter

The Henry Ford

May 2003 - Jan 2008 (4 years, 9 months)

Provided direct administrative support to the Vice President and Director of Operations. Scheduled weekly work assignments with unique presentation and period clothing requirements for 300+ staff members in Greenfield Village and the Henry Ford Museum. Provided presentation staff coverage at short notice in all areas of the Museum and Village. Trained employees in the use of scheduling software. Led teams in presenting daytime and overnight educational programs for school-age audiences using museum resources. Adapted programs to fit group size and learning level of participants.

Education



University of Michigan

Master of Arts, Public Administration 2018 - 2020



Eastern Michigan University

Bachelor of Science, Arts Management



Schoolcraft College

Certificate in Accounting

Certification



Michigan School Business Officials

Certified Chief Financial Officer

Skills

Microsoft Excel • Strategy • Problem Solving • Microsoft Office • Writing • Human Resources (HR)

Awards & Recognition

Phi Theta Kappa National Honor Society

2021 University of Michigan Difference Maker Award recognizing academic excellence, integrity, leadership, and creativity.

OFFICE OF THE MAYOR



TO: CITY COUNCIL
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: NEW APPOINTMENT - DEARBORN HISTORICAL ADVISORY COMMISSION
DATE: NOVEMBER 27, 2024

Pursuant to City of Dearborn Code of Ordinance Section 2-406 and City Charter Section 10.9, the Mayor shall appoint members of the Dearborn Historical Advisory Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Thomas Saroglia

Status: New Appointment

Filling a Vacancy: N/A

Current Term Ending: N/A

Term Duration: 3 Years

Appointment Term Ending: June 30, 2027

Attendance: N/A

Phone: (313) 271-4767

Email: saroglia50@yahoo.com

Mailing Address: 2647 Raymond Avenue, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Historical Museum
cc: Library
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: NEW APPOINTMENT - DEARBORN HISTORICAL ADVISORY COMMISSION

DATE: NOVEMBER 27, 2024

I hereby certify that the following appointment has been made to the Dearborn Historical Advisory Commission in accordance with the provisions of the City of Dearborn Codes of Ordinance Section 2-406 and City Charter Section 10.9.

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

Name: Thomas Saroglia

Status: New Appointment

Filling a Vacancy: N/A

Current Term Ending: N/A

Term Duration: 3 Years

Appointment Term Ending: June 30, 2027

Attendance: N/A

Phone: (313) 271-4767

Email: saroglia50@yahoo.com

Mailing Address: 2647 Raymond Avenue, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Historical Museum
cc: Library
cc: Law Department



Dearborn Commissions Application

Submission Date

June 28 2024

First Name

Thomas

Last Name

Saroglia

Phone

+13132714767

Email

saroglia50@yahoo.com

Home Address

2647 Raymond Avenue, Dearborn, MI, USA

Years of Residency in Dearborn

36

Occupation

Retired

Company

[This question was not answered]

Length of Service

[This question was not answered]

Business Address

[This question was not answered]

Business Telephone Number

[This question was not answered]

Level of Education

University Degree

Name of Educational Institution & Graduation Year

Wayne State - 1972

Commissions & Boards

Dearborn Historical Advisory 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

Dearborn Historical Museum Volunteer of the Year Member of the Dearborn Historical Society Friends of the Library Member Dearborn Historical Museum Volunteer since 2012 Henry Ford Museum Volunteer Sacred Heart Church Parishioner

Do you Have a Resume?

No

Description of Professional History

Teamsters Elected Union Official 38 years with auto shipping company

Resume

[This question was not answered]

Submitted on June 28 2024

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**PARKS
& RECREATION**

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: To approve the FY25 SMART contract with the Parks & Recreation Department

DEPARTMENT:

Parks & Recreation

BRIEF DESCRIPTION:

The Dearborn Parks & Recreation Senior Transportation Program, through the use of federal funds, offers transportation services for senior citizens ages 60 and up. This service is available Monday-Friday from 8:30 a.m. to 3:30 p.m. Transportation fees remain at \$1.00 each way, or \$2.00 round-trip, however, no one is refused rides in hardship situations.

PRIOR COUNCIL ACTION:

Approved in FY24 and prior dating back to 1997

BACKGROUND:

The City of Dearborn has partnered with SMART since 1997 to provide transportation services for Dearborn residents ages 60 and older, along with individuals with disabilities.

FISCAL IMPACT:

FY25 Adopted Expenses: \$364,928

FY25 Adopted Revenues: \$364,928

COMMUNITY IMPACT:

Continuation of services for Dearborn seniors ages 60 and up for transportation assistance.



**PARKS
& RECREATION**

EXECUTIVE SUMMARY AND MEMORANDUM

IMPLEMENTATION TIMELINE:

Immediate Effect is Requested.

COMPLIANCE/PERFORMANCE METRICS:

Recreation and Finance Departments manage the quarterly reports and compliance with the SMART regional office.



**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 FY25 SMART contract with Parks & Recreation
DATE: 11/25/2024

Budget Information

Adopted Budget: \$364,928
Amended Budget: N/A
Requested Amount: N/A
Funding Source: General Fund
Supplemental Budget: N/A

Summary of Request

The City of Dearborn and SMART partner to provide transportation within the City limits to Dearborn citizens. The program transports approximately 200 seniors and disabled individual each week with curb-to-curb service during a typical year. Bus tickets for SMART established bus routes are also available free of charge to Dearborn seniors. Seniors must be at least 65 years of age with valid proof of residency to receive tickets. The Parks & Recreation Department employs 3 part-time Dispatchers annually and up to 8 part-time Drives to conduct this service.



**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

0B249F0C7B4A4D3...

Daniel Plamondon 11/25/2024

Assistant Director of Parks & Recreation

DocuSigned by:

Sean R Fletcher

503098961A7C461...

Sean R Fletcher 11/25/2024

Director of Parks & Recreation

DocuSigned by:

Michael Kennedy

F77919D1421447F...

Michael Kennedy 11/26/2024

Finance Director / Treasurer

DocuSigned by:

Jeremy Romer 11/26/2024

E7A573BA25E3460...

Jeremy Romer

Corporation Counsel

MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT FOR FY2025

I, Abdullah H. Hammoud, as the Mayor of the **City of Dearborn** (hereinafter, the "Community") hereby apply to SMART and agree to the terms and conditions herein, for the receipt and expenditure of **Municipal Credits** available for the period July 1, 2024 through June 30, 2025 (Section 1 below), and **Community Credits** available for the period July 1, 2024 to June 30, 2025 (Section 2 below); and further agree that the **Municipal and Community Credits Master Agreement** between the parties is incorporated herein by reference. A description of the service the Community shall provide hereunder is set forth in **Exhibit A**, and the operating budget for that service is set forth in **Exhibit B**, both of which are attached hereto and incorporated herein.

1. The Community agrees to use **\$102,933** in **Municipal Credit** funds as follows:
 - (a) Transfer to XXXX Funding of: \$ XXXX
TRANSFeree COMMUNITY
 - (b) Van/Bus Operations At the cost of: \$ 92,933
 (Including Charter and Taxi services)
 - (c) Services Purchased from SMART At the cost of: \$ 10,000
 (Including Tickets, Shuttle Services/Dial-a-Ride)
 - (d) Services Purchased from Subcontractor At the cost of: \$ XXXX

 (NAME OF SUBCONTRACTOR)
 (See attached Subcontractor Service Agreement)

Total \$102,933

SMART intends to provide Municipal Credit funds under this contract to the extent funds for the program are made available to it by the Michigan Legislature pursuant to Michigan Public Act 51 of 1951. Municipal Credit funds made available to SMART through legislative appropriation are based on the State's approved budget. In the event that revenue actually received is insufficient to support the Legislature's appropriation, it will result in an equivalent reduction in funding provided to the Community pursuant to this Contract. In such an event, SMART reserves the right, without notice, to reduce the payment of Municipal Credit funds by the amount of any reduction by the legislature to SMART. All Municipal Credit funding must be spent by June 30, 2027; all funds not spent by that date will revert back to SMART pursuant to Michigan Public Act 51 of 1951, for expenditure consistent with Michigan law and SMART policy.

2. The Community agrees to use **\$171,330** in **Community Credit** funds available as follows:
 - (a) Transfer to XXXX Funding of: \$ XXXX
TRANSFeree COMMUNITY
 - (b) Van/Bus Operations At the cost of: \$ 163,171
 (Including Charter and Taxi services)

(c) Services Purchased from SMART (Including Tickets, Shuttle Services/Dial-a-Ride) At the cost of: \$ XXXX

(d) Capital Purchases At the cost of: \$ XXXX

(e) Services Purchased from Subcontractor At the cost of: \$ XXXX

(NAME OF SUBCONTRACTOR)
(See attached Subcontractor Service Agreement)

Total ~~\$171,330~~ 163,171

To the extent that this Contract calls for a payment of funds directly from SMART to a subcontractor, Community hereby acknowledges that it is the party entitled to receive such funds and is affirmatively authorizing and directing SMART to pay such funds directly to the subcontractor on its behalf. Capital purchases permitted with Community Credits are subject to applicable state and federal regulations, and SMART policy, including procurement guidelines. When advantageous, SMART may make procurements directly. Reimbursement for purchases made by Community requires submission of proper documentation to support the purchase (i.e. purchase orders, receiving reports, invoices, etc.). Community Credit dollars available in FY 2025, may be required to serve local employer transportation needs per the coordination requirements set forth in the aforementioned Master Agreement. All Community Credit funds must be spent by June 30, 2029; any funds not spent by that date may revert back to SMART for expenditure consistent with SMART policy.

The Parties acknowledge and agree that this Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. The Parties agree that the electronic signatures appearing on this Agreement are the same as handwritten signatures for the purposes of validity, enforceability and admissibility. Without limitation, "electronic signature" shall include faxed versions of an original signature or electronically scanned and transmitted versions (e.g., via pdf) of an original signature.

This Agreement shall be binding once signed by both parties.

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

CITY OF DEARBORN

Signature

Signature

Printed Name

Abdullah H. Hammound

Printed Name

Title

Mayor

Title

Date

Date

EXHIBIT A

PROJECT DESCRIPTION

Overall Project Description (Provide a descriptive narrative):

The City of Dearborn and SMART partner to provide transportation within the City limits to Dearborn citizens. The program transports approximately 200 seniors and disabled individual each week with curb-to-curb service during a typical year. Bus tickets for SMART established bus routes are also available free of charge to Dearborn seniors. Seniors must be at least 65 years of age with valid proof of residency to receive tickets. The Parks & Recreation Department employs 3 part-time Dispatchers annually and up to 8 part-time Drivers to conduct this service.

Service Area (Provide geographic boundaries):

The area includes 24.5 square miles within the City limits of Dearborn. Dearborn Senior Services, a division of Dearborn Parks & Recreation, will occasionally use charter buses and vans paid with SMART funds for special trips, such as Tiger baseball games or Theater performances for seniors.

Service Times (Provide days and hours of service):

The transportation services are available Monday-Friday from 8:30am to 3:30pm. Passengers are required to schedule trips at least 4 days in advance. Medical appointments are given priority when schedules are set. The Service Reservation phone # is 313-943-4083

Eligible User Groups (Users eligible to use the service):

Residents of Dearborn age 60 and older are eligible for this service. Disabled citizens under the age of 60 may apply for special fare disability ID cards. These individuals must obtain this ID card directly from SMART in order to ride the buses.

Fare Structure: (Cost to use service)

The fee is \$1.00 each way, or \$2.00 round-trip. No one is refused rides in hardship cases.

Service Mode (Describe the amount and type of vehicles available, and whether they are wheelchair lift-equipped):

Dearborn Senior Services has 5 vans with a capacity of 7 and two buses with a seating capacity of 13 each. All vehicles are wheelchair lift-equipped.

EXHIBIT B

PROJECT OPERATING BUDGET

Municipality: City of Dearborn

Contract Period: July 1, 2024 through June 30, 2025

Account Number: 48105

OPERATING EXPENSES:

Administrative Wages/Salary: *(All employees other than drivers and dispatchers)*

(10% max. of MC & CC funds) 26,610.00

Driver Wages 130,304.31

Fringe Benefits 18,754.00

Gasoline & Lubricants 10,200.00

Vehicle Insurance 3,159.00

Parts, Maintenance Supplies 11,660.00

Mechanic Wages 5,300.00

Fringe Benefits 4,240.00

Dispatch Wages 90,550.69

Other (Specify) _____

Other (Specify) _____

Other (Specify) 50,150.00 (see attached)

Sub-Total (Operating Expenses) 350,928.00

PURCHASED SERVICE:

Taxi Service _____

Charter Service 4,000.00

SMART Bus Tickets 10,000.00

SMART Shuttle Service _____

SMART Dial-A-Ride _____

Other (Specify) _____

Sub-Total (Purchased Service) 14,000.00

CAPITAL EQUIPMENT:

(Only list purchases to be made with Community Credits)

Computer Equipment _____

Software _____

Vehicle _____

Maintenance Equipment _____

Other (Specify) _____

Sub-Total (Capital Equipment) _____

TOTAL EXPENSES Operating Expenses, Purchased Service, and Capital Equipment:

364,928.00

EXHIBIT B, continued (Page 2)

REVENUES:

Municipal Credit Funds	<u>102,933</u>	
Community Credit Funds	171,330	<u>163,171.00</u>
Specialized Services Funds		
General Funds	<u>95,024.00</u>	
Farebox	<u>3,800</u>	
Revenue In-Kind		
Service		
Special Fares (Contracted Service)		
Other (Specify)		

TOTAL REVENUE:

364,928.00

(Note: *TOTAL EXPENSES* must equal *TOTAL REVENUE*)

Suburban Mobility Authority for Regional Transportation

EEO COMPLIANCE REPORT A

COMMUNITY PARTNERSHIP FORM

Agency/Community Information

Program Type: Community Partnership Program (CPP) Specialized Service New Freedom JARC 5310

Name of Agency/Community:
City of Dearborn

Address:
16901 Michigan Ave.

City: Dearborn

State: MI

Zip: 48126

Agency/Community Data

1) Has your agency/community completed in excess of \$1,000,000 in

DOT federally-funded contracts from SMART in the past year?

Yes No

2) Does your agency/community employ over fifty (50) transit related employees?

Yes No

If the answers to the previous two questions were both "Yes", Please forward
your agency's/community's Affirmative Action plan to the address below:

Buhl Building
535 Griswold Street, Suite 600
Detroit, MI 48226

Attn: EEO Coordinator

Have all subcontractors been informed of their responsibility to file an EEO Compliance Report A form? Yes No N/A

Drug and Alcohol Testing Program Requirements

Does your agency/community have a DOT Drug and Alcohol testing program for

Safety-sensitive employees? (Vehicle operators, dispatchers, mechanics and armed security)

Yes No

Name of drug and alcohol testing manager? Integrity Testing

Title:

Phone Number: 586-991-0000

Ext:

Email:

Please Proceed to Employment Data Section on Back

Suburban Mobility Authority for Regional Transportation

EEO COMPLIANCE REPORT A

COMMUNITY PARTNERSHIP FORM

1

Employment Data

Report **ONLY** employees directly involved in the operation of your non-emergency transportation program. Including permanent, temporary, or part-time employees. Enter the appropriate figures in the spaces below relating to each employee's race and gender.

Job Classification	Race																	
	Total				Minority													
	Employee	White			African American		Hispanic		Asian		Pacific Islander		American Indian		Multi Race			
		Male	Female	Minority	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		
Officials/Managers	1		1			1												
Professionals																		
Technicians																		
Office and Clerical Staff	2		2			2												
Craftsmen (Skilled)																		
Operators (Semi-Skilled)	7	6	1		5	1			1									
Laborers (Unskilled)																		
Service Workers																		
Journey Workers																		
Apprentices																		
Total	10																	

Certification

How was this information obtained? Visual Survey: Yes No Employment Records: Yes No

Name of Authorizing Official (Print): Sean Fletcher

Title: Director

Signature:

Date:

Contact person for report: Dan Plamondon

Title: Assistant Director

Telephone: 313-943-2400

Ext:

Email: dplamondon@dearborn.gov



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Award for contract to Demolish & Dispose of Trailers at Camp Dearborn

DEPARTMENT: Recreation & Parks

BRIEF DESCRIPTION: The Parks & Recreation Department, in Conjunction with Purchasing, recommends the award of contract for the demolition and disposal of 109 abandoned trailers at Camp Dearborn, to Maverick Excavating. Maverick Excavating was most recently awarded the contract for demolition of 37 trailers. Maverick has reduced the price for this project by 30% from the previous project due to the higher volume.

PRIOR COUNCIL ACTION: C.R. 8-409-24

BACKGROUND: Camp Dearborn has been working to remove abandoned trailers from the Camp, and has been successful in identifying 109 trailers as ready for demolition and removal. The abandoned trailers are an eye sore and health hazard for Camp visitors and detrimental to the overall aesthetics of the property.

FISCAL IMPACT: \$130,800

IMPACT TO COMMUNITY: Continue to update and improve the safety and appearance of the property for visitors to Camp Dearborn.

IMPLEMENTATION TIMELINE: Work to begin within two weeks of award.

IMPLEMENTATION TIMELINE:

Immediate Effect is requested.

COMPLIANCE/PERFORMANCE METRICS:

Camp Dearborn Staff will oversee 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 for Contract to Demolish and Dispose of Abandoned Trailers at Camp Dearborn
DATE: **November 27, 2024**

Budget Information

Revised Budget:	\$441,200
Available Budget:	\$560,172
Requested Amount:	\$130,800
Funding Source:	General Fund, Recreation, Camp DBN General, Camping, Contractual Services, Other Services
Supplemental Budget:	N/A

Summary of Request

The Parks & Recreation Department, in conjunction with Purchasing, recommends the award of contract for the demolition and disposal of 109 abandoned trailers at Camp Dearborn to Maverick Excavating. Maverick Excavating was most recently awarded the contract for demolition of 37 trailers. Maverick has reduced the price for this project by 30% from the previous project due to the higher volume.

It is respectfully requested that Council authorize the award. Immediate effect is requested, although the resulting contract shall not be binding until fully executed.

Background and Justification

Camp Dearborn has been working to remove abandoned trailers from the Camp, and has been successful in identifying 109 trailers as ready for demolition and removal. The abandoned trailers are an eye sore and health hazard for Camp visitors and detrimental to the overall aesthetics of the property.

Each trailer owner affected by this action has been notified of their Default status.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Procurement Process

The procurement process was in accordance with the Procurement Ordinance Section 2-568 (6)e. Continuity of Professional Services, 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:
Sean R Fletcher
503098961A7C461...
Sean Fletcher, Parks & Rec Director

Budget Approval:

DocuSigned by:
Michael Kennedy
E77919D1421447F
Initial
(HJ)
Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

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



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Additional Expenditures for Digital Signage Counter for (3) Parking Garages

DEPARTMENT: Department of Public Works & Facilities, in conjunction with Purchasing

BRIEF DESCRIPTION: Request for authorization to add funds to the existing Parking Deck Gates and Fencing Contract, as a result of a change in the Scope of Work.

PRIOR COUNCIL ACTION: C.R. 9-491-24 – Approved the contract with Nationwide Construction Group for the installation of gates and fencing at (3) parking decks.

BACKGROUND: The Department of Public Works & Facilities, in conjunction with Purchasing, recommends adding \$84,790 to the existing Contract with Nationwide Construction Group. The added funding is required in order to install Parking Space Counter Digital Signage at all (3) Parking Deck locations.

FISCAL IMPACT: \$84,790

COMMUNITY IMPACT: With the use of digital signage counters provide real-time information on available parking spaces, reducing the time and frustration drivers face when searching for parking. Improving the parking experience enhances overall user satisfaction, making these parking garages more attractive to visitors and customers.

IMPLEMENTATION TIMELINE: This Project is underway and the change order will not impede installation of Fencing and Gates.

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 Digital Signage Counters for (3) Parking Garages
DATE: November 18, 2024

Budget Information

Project:	M20028 Parking Decks Gates & Fencing
Total Approved Project Budget:	\$696,573
Available Project Budget:	\$84,790
Requested Amount:	\$84,790
Funding Source:	Facility Fund, Public Works, Additions & Improvements
Supplemental Budget:	N/A

Summary of Request

The City currently has a contract with Nationwide Construction Group for the installation of fencing and gates at (3) Parking Garages. Purchasing has received a request from the Department of Public Works and Facilities to seek approval for a not-to-exceed amount of \$84,790 to allow for a change order to add digital signage for parking space count at the parking garages.

It is respectfully requested that Council authorize the additional expenditures with immediate effect in order to expedite the order of the digital signage. The resulting purchase order will not be binding until executed.

Background and Justification

The demand for efficient, user-friendly parking solutions has increased as the downtown parking garages continue to grow and parking congestion worsens. Digital signage counters for parking garages are essential in addressing several critical needs related to convenience, traffic management, and improved user experiences. With the use of digital signage counters provide real-time information on available parking spaces, reducing the time and frustration drivers face when searching for parking. This efficient system helps prevent drivers from aimlessly circling garages, which can be especially frustrating during peak hours or special events. Improving the parking experience enhances overall user satisfaction, making these parking garages more attractive to visitors and customers.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Procurement Process

Process: Continuity of Professional Services

The procurement process was in accordance with Section 2-568A (13) Sole Source, of 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, DPWF Director

Budget Approval:

DocuSigned by:
Michael Kennedy DS
CJ
F77919D1421447F...

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

DocuSigned by:
Jeremy Romer
E7A573BA25E3460...

Jeremy J. Romer, Corporation Counsel



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Award of Contract for A&E Services for the renovation of Esper & Bryant Library

DEPARTMENT: Library, In Conjunction with Purchasing

BRIEF DESCRIPTION: The Esper Branch Library is in need of repair and updating to meet the current and future needs of the community. Addressing infrastructure repairs through a lens of current expressed interests from the community and re-introducing tangible, recognizable services for family engagement (in line with STEAM; Science, Technology, Engineering, Arts, Math & Music) at this location will increase facility usage, as well as community understanding of the possibilities a library can present to its patrons. A design for future of the Bryant Branch Library will be included. MCD Architects was selected as a best source competition exception due to their extensive experience with Michigan Libraries.

PRIOR COUNCIL ACTION: None

BACKGROUND: The Esper Branch Library on Warren Avenue, was established at its current location in January 1953. The branch underwent an extensive expansion and renovation that was completed in November 2000. Since the expansion, there has been deterioration to the facility, most prominently to the roof and window sills and frames, and the walls that support these areas. Current projects of need have been assessed by the Library and City and are in agreement that the damages are in need of immediate attention.

The facility space design is outdated and inefficient for the current and future needs of the community and Library alike. From multiple entry points, to internal disrepair that limits access to usable public space that is of high interest, to even the placement of the staff stations for service grating against the natural flow the facility could have through redesign.

While this year Esper Branch Library has had an increase in patronage, traffic has been historically low overall in recent years. A reinvigoration of the internal space while addressing the structural concerns would aid in patron interest and engagement with the Library. At current, Esper primarily serves patrons who need access to the internet and digital devices or services, as well as families. The intention behind the revitalization of the facility is to re-engage the library with the community, through providing services and space reflecting the community need for family-friendly spaces, as well as those seeking better technical understanding or assistance.

Bryant Branch Library also has repairs and modernization needed, which is why we are incorporating a discounted rate for design fee by bundling the two branch designs as one request. This will help with cohesion throughout the library system, as the planning will occur concurrently, through evaluating the amenities and unique opportunities available at each location to support the community.

FISCAL IMPACT: A/E Design Fee Not-To-Exceed \$595,000.00 for both Esper and Bryant Library



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

COMMUNITY IMPACT: The planned renovation and service enhancement at the Esper Branch Library presents a unique opportunity to positively impact the Dearborn community, particularly through a focus on STEAM (Science, Technology, Engineering, Arts, Math & Music). Dearborn, a city known for its rich cultural diversity, vibrant family-oriented population, and emphasis on education, stands to benefit significantly from a modernized library facility designed to meet its evolving needs.

1. Addressing Key Infrastructure Challenges

The Esper Branch Library's structural disrepair, including roof and window deterioration and inefficient space design, limits its ability to serve the community effectively. Renovations that resolve these issues will provide a safe, welcoming, and functional space for patrons of all ages. Updated facilities will enable the library to fully utilize its space, accommodate more visitors, and offer new programs in STEAM fields.

2. Enhancing Family Engagement

Dearborn's demographics highlight a strong presence of young families and children. A redesigned space emphasizing family-friendly activities and resources will directly meet community needs. STEAM programming offers:

- **Hands-On Learning:** Activities like maker labs (such as the SparkLab in Henry Ford Centennial Library), coding workshops, and art classes encourage creativity and critical thinking.
- **Intergenerational Opportunities:** STEAM programming can engage parents and children together, fostering family connections through shared learning experiences.
- **Accessibility:** With updated technology and infrastructure, families gain access to resources they may not have at home, such as high-speed internet, digital tools, and scientific equipment.

3. Promoting Workforce Readiness and Lifelong Learning

Dearborn's economy, deeply rooted in automotive and engineering industries, aligns well with STEAM education's focus on technology and innovation. By introducing STEAM initiatives at Esper, the library will:

- **Support Youth Career Paths:** Programs on robotics, coding, and engineering can inspire future careers in these high-demand fields.
- **Upskill Adults:** Workshops on technical skills and digital literacy cater to adults seeking career advancement or new opportunities.
- **Expand Accessibility:** Offering resources for underserved populations, such as access to technology and training, ensures equitable opportunities for success.

4. Boosting Community Engagement and Library Usage

The revitalized library space and STEAM programming are expected to draw more visitors, reversing trends of low traffic in recent years. Increased patronage has broad benefits:



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

- **Strengthened Community Ties:** The library becomes a central hub for information, innovation, and cultural exchange.
- **Increased Awareness:** Patrons gain exposure to the library's broader services, from digital resources to community events.
- **Economic Impact:** Higher library traffic can also positively affect nearby businesses, contributing to the local economy.

5. Aligning with Dearborn's Strategic Goals

The STEAM focus aligns with city-wide initiatives to enhance education, innovation, and family engagement. Libraries are a natural partner in achieving these goals, providing spaces for both formal and informal learning. The updated Esper Branch will serve as a model for how public spaces can adapt to meet 21st-century needs.

Projected Outcomes

1. **Increased Patronage:** Renovations will create a more appealing space, while STEAM services provide a strong draw for families, students, and job seekers.
2. **Stronger Community Connections:** Families and individuals will experience the library as a dynamic space for growth and creativity.
3. **Enhanced Lifelong Learning Opportunities:** With new STEAM programs, the library becomes a critical resource for skill development across all ages.

Investing in the Esper Branch Library not only addresses current infrastructure needs but also positions the library as a vital resource for fostering creativity, innovation, and community growth in Dearborn.

Incorporating the design for Bryant Branch Library will offer the community a look at what potential Bryant has within the community. The landscaping currently being re-envisioned, only lends for more cohesion in the final product, as having an architect actively seeing the development and understanding the determinations for the outside, will foster stronger understanding for the way the inside of the facility can be designed.

IMPLEMENTATION TIMELINE: The project is requested to begin immediately, with a schematic design phase, generating 3D imagery of the proposed improvements, with a goal of construction to take place by end of summer, 2025. The estimated 18-month timeline with each major phase is outlined below.

Conceptual/Schematic Design: 3 months
 Design Development: 2 months
 Construction Documents: 3 months
 Permitting/Bidding: 2 months
 Construction: 6 to 8 months

COMPLIANCE/PERFORMANCE METRICS: The Library and DPWF 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 the renovation of Esper Library
DATE: December 5, 2024

Budget Information

Projects:	I35424 Esper Library Renovation I35425 Bryant Library Renovation
Total Approved Project Budget:	\$1,765,421
Available Project Budget:	\$1,762,746
Requested Amount:	Not-To-Exceed \$595,000.00 (\$340,000 Esper, \$255,000 Bryant)
Funding Source:	Facilities Fund, Libraries, Architect & Engineering Services
Supplemental Budget:	N/A

Summary of Request

Purchasing, on behalf of the Library, recommends the award of a contract for A&E Services for the renovation of Esper & Bryant Library to MCD Architects, which was selected as a best source through competition exception due to their extensive background in Michigan municipal Library design. This contract includes A&E services and project management until the completion of the construction phase.

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

Background and Justification

The Esper Branch Library, located on Warren Avenue, has served the Dearborn community since its establishment in January 1953. Its last major expansion and renovation, completed in November 2000, brought the facility into alignment with the community's needs at the time. However, over two decades later, the building has suffered significant structural deterioration, including roof damage, window sills and frames in disrepair, and compromised walls. These issues present an urgent need for remediation to ensure the building's safety and functionality.

Both the Library and City administration have assessed the facility's current condition and unanimously agree that immediate attention is required. Beyond addressing structural issues, the facility's internal design no longer meets the demands of the community or the operational needs of library staff. Challenges include multiple inefficient entry points, outdated layouts limiting public space usability, and service stations poorly positioned in relation to natural traffic flow within the building. These inefficiencies restrict the library's capacity to deliver its full range of services effectively.

Although the Esper Branch has seen a modest increase in patronage this year, its overall traffic remains low compared to historical levels. This trend underscores the critical need for a revitalization effort to reestablish the branch as a vibrant hub of community activity. The proposed project would



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

modernize the facility and align it with current community priorities, particularly the growing demand for STEAM (Science, Technology, Engineering, Arts, Math & Music) programming, which is essential for family engagement and digital literacy.

Engaging an architecture firm to plan and guide these renovations is a pivotal first step. Professional expertise will ensure that the redesign not only addresses the immediate structural concerns but also reimagines the space to maximize its potential for long-term community benefit. This project represents a transformative opportunity to reinvigorate the Esper Branch Library, fostering renewed patron interest and positioning it as a cornerstone of innovation and learning for Dearborn residents.

Procurement Process

This procurement is in accordance with Section 2-568(b) (6) I, Other/Best Source, of the Code of the City of Dearborn.

Prepared By:

DocuSigned by:
Mark Rozinsky
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Mark Rozinsky, Purchasing Manager

Department Approval:

DocuSigned by:
Betty Adams
526C809C61C8424...

Betty Adams, Library Director

Budget Approval:

DocuSigned by:
Michael Kennedy
F77919D1421447F... DS
CJ

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

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



**ECONOMIC
DEVELOPMENT**

EXECUTIVE SUMMARY AND MEMORANDUM

ORDINANCE NO. 24-1831

CITY CLERK, DEARBORN MI
2024 NOV 12 AM 8:04

11/19/24
INTRO:
ALS
TABLE:
HAM/HER

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.

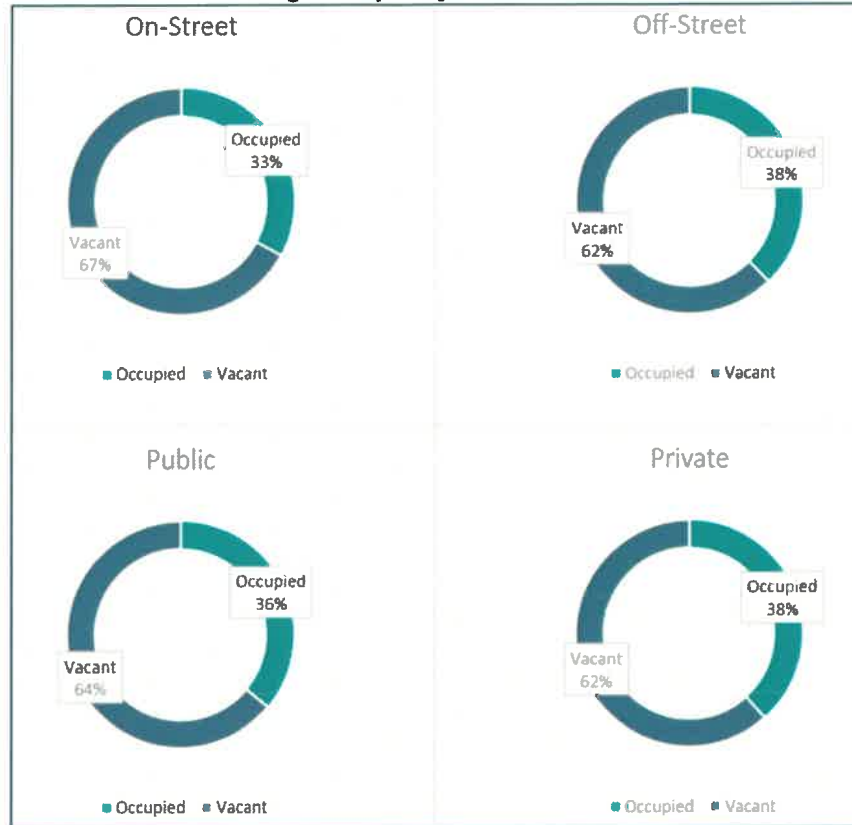
Analysis

- 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

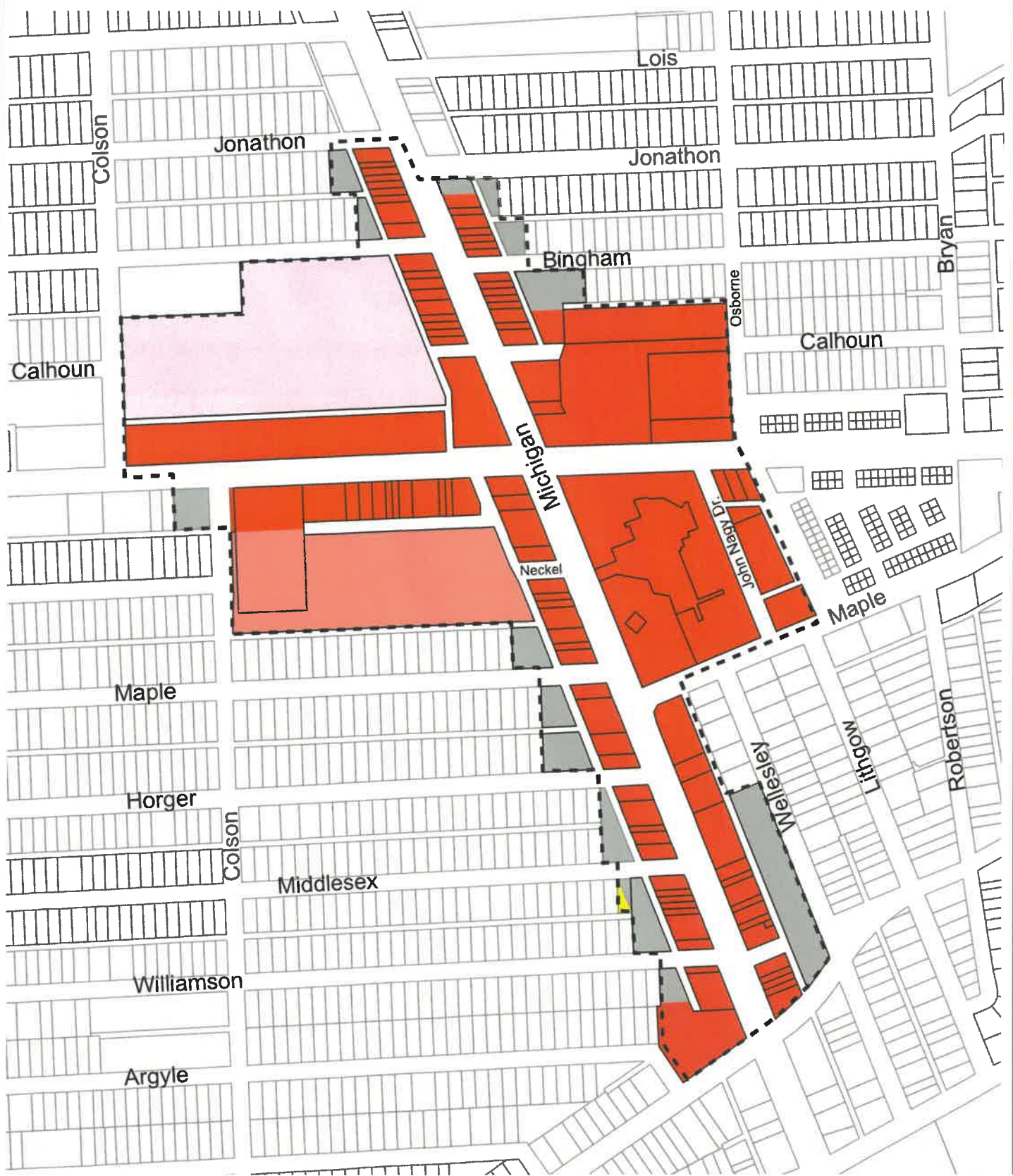
DocuSigned by:

Jeremy Romer

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JEREMY ROMER
Corporation Counsel

EXISTING ZONING - BD District

- Legend**
- BD - Downtown Business District
 - RA - One Family Residential District
 - BA - Local Business District
 - RB - Community Business District
 - BC - General Business District
 - VP - Vehicular Parking District

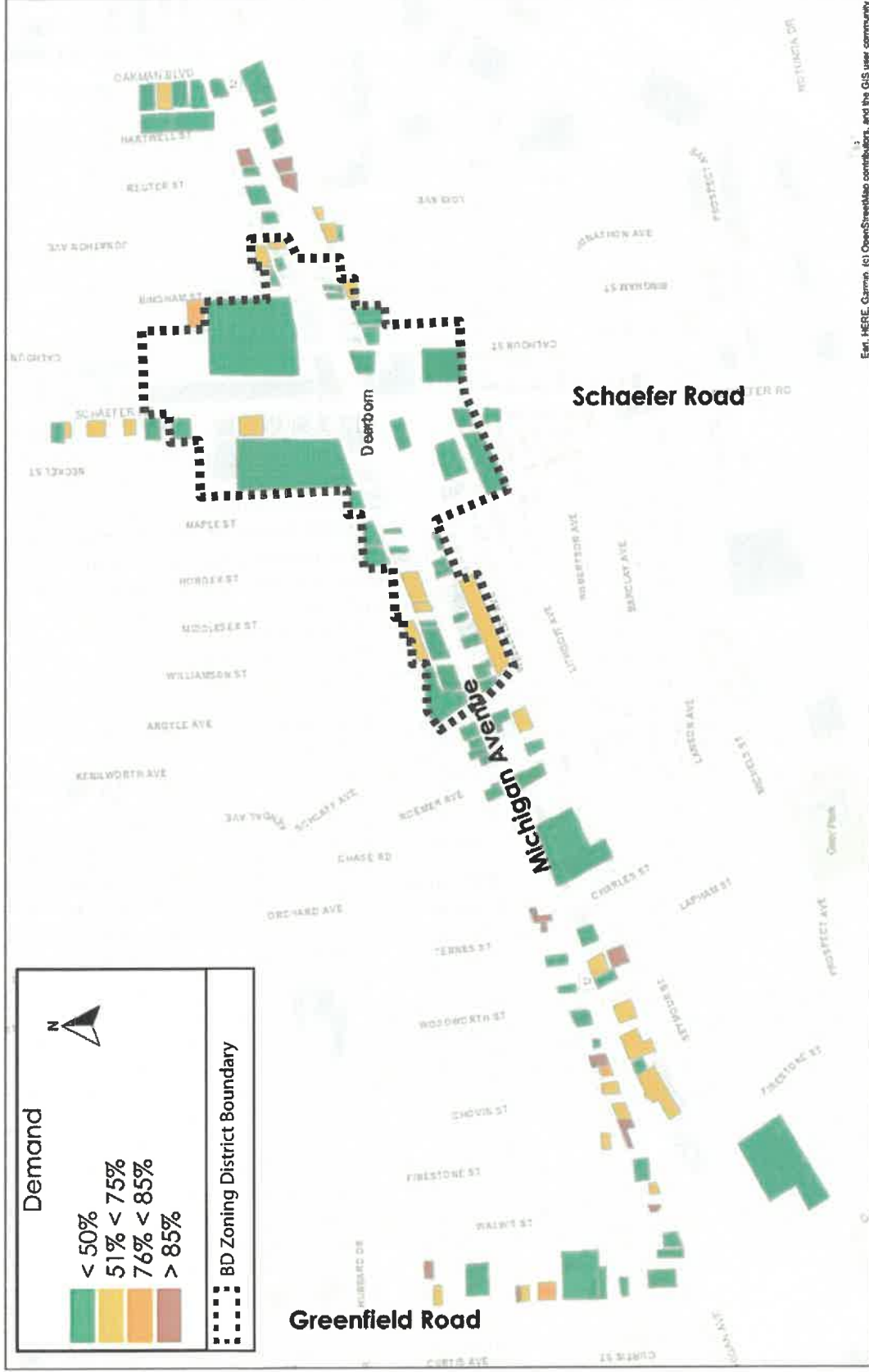


BD Zoning District - Public Parking Availability





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



Source: Walker Consultants

ORDINANCE NO. 24-1831
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

Immediate Effect Requested

REQUEST: Award of Contract for Water Main Lining Under Railroad at Miller and Industrial (Dearborn Job No. 2024-022 - CIP Q74086).

DEPARTMENT: Public Works & Facilities – Engineering Division, in conjunction with Purchasing.

BRIEF DESCRIPTION: Award of Contract to Fer-Pal Construction USA LLC, who submitted the lowest responsive and responsible bid in the amount of \$224,880.00.

PRIOR COUNCIL ACTION: None

BACKGROUND:

The existing eight-inch diameter cast-iron water main was constructed in 1930. It crosses Industrial and the CSX Railroad and is now in need of rehabilitation as there have been several water main breaks. A cured-in-place water main lining will be installed. This method of rehabilitation will be the least disruptive to the area and save time.

FISCAL IMPACT:

- Award Contract in the amount of \$224,880.00 to Fer-Pal Construction USA, LLC.
 - A 5% contingency in the amount of \$11,244.00 is being requested.
-

COMMUNITY IMPACT: The new eight-inch water main lining will better serve the community.

IMPLEMENTATION TIMELINE:

Pending Council approval and weather permitting, this project is set to begin in January of 2025.

COMPLIANCE/PERFORMANCE METRICS:

This contract will be managed by DPWF-Engineering Division.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: City Administration

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Award of Contract for Water Main Lining Under Railroad at Miller and Industrial (Dearborn Job No. 2024-022 - CIP Q74086)

DATE: November 18, 2024

Budget Information

Project:	Q74086, WM Lining RR Miller & Industrial
Total Approved Project Budget:	\$265,154
Available Project Budget:	\$259,736
Requested Amount:	\$224,880.00
Contingency Amount:	\$11,244.00 (5%)
Funding Source:	Water Fund, Public Works, Capital Project Support
Supplemental Budget:	N/A

Summary of Request

The Department of Public Works & Facilities – Engineering Division, in conjunction with Purchasing, recommends the award of a contract for Water Main Lining Under Railroad at Miller and Industrial to Fer-Pal Construction USA, LLC. The value of the contract is not expected to exceed \$224,880.00 for the term of the agreement. Fer-Pal Construction USA, LLC has performed satisfactorily in previous construction projects for other metropolitan Detroit communities.

Further, a five-percent (5%) contingency in the amount of \$11,244.00 is being requested to support any emergency lining required that may be encountered during the execution of the project. It is also requested that the City Engineer be authorized to execute all change orders or modifications that utilize all approved contingency.

It is respectfully requested that City Council authorize the award and contingency with immediate effect since this project requires urgent attention and additionally authorize the City Engineer to execute all contract modifications utilizing contingency. The resulting contract shall not be binding until fully executed.

Background and Justification

The existing eight-inch diameter cast-iron water main was constructed in 1930. It crosses Industrial and the CSX Railroad and is now in need of rehabilitation as there have been several water main breaks. A cured-in-place water main lining will be installed. This method of rehabilitation will be the least disruptive to the area and save time.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Procurement Process

Purchasing solicited bids with process details as follows:

Process: Invitation to Bid
 Issue Date: October 2, 2024
 Deadline Date: October 30, 2024
 Vendors Solicited: 692
 Solicitations Obtained: 40
 Bids Received: 1

The bids were evaluated with the assistance of key staff from the Engineering Division, and are shown in the following bid summary:

BIDDER	TOTAL BID
Fer-Pal Construction USA LLC	\$224,880.00

Fer-Pal Construction USA LLC, which has successfully completed work for other metropolitan Detroit communities, was found to have submitted the lowest responsive and responsible bid. 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:

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 Mark Rozinsky, Purchasing Manager

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 Tim Hawkins, Director of Public Works & Facilities

DocuSigned by:

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 Soud El-Jamaly, City Engineer

Budget Approval:

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 Michael Kennedy, Finance Director/Treasurer

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Corporation Counsel Approval:

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 Jeremy J. Romer, Corporation Counsel