



## COMMITTEE OF THE WHOLE

March 13, 2025

### AGENDA

1. RESOLUTION BY COUNCIL PRESIDENT PRO TEM HERRICK SUPPORTED UNANIMOUSLY – Acknowledging Martin Zbosnik, who has diligently served as theater Manager for over 18-years and requesting immediate effect.
2. RESOLUTION BY COUNCIL PRESIDENT SAREINI IN NEED OF SUPPORT – Designating the month of March 2025 as Disability Awareness Month and requesting immediate effect.
3. RESOLUTION BY COUNCIL PRESIDENT SAREINI IN NEED OF SUPPORT – Proclaiming March 2025 to be national Women's History Month in the City of Dearborn, also recognizing this year's theme to celebrate "Women Who Advocate for Equity, Diversity and Inclusion," and encouraging our entire community to commemorate this special observance.
4. PUBLIC COMMENT
5. RESOLUTION IN NEED OF OFFER AND SUPPORT – Approving the minutes of the previous regular meeting of February 25, 2025.
6. ORDINANCE ON THE TABLE – ORDINANCE NO. 25-1838 – “An Ordinance to Amend the Licenses and Business Regulations Chapter (Chapter 12) of the Code of Ordinances of the City of Dearborn by Amending Article VII, Division 3, Entitled ‘Noncommercial Soliciting’.”  
RESOLUTION IN NEED OF OFFER AND SUPPORT – To take from the table for its final reading.

7. ECONOMIC DEVELOPMENT – Requesting to amend the current FY 2024-25 Housing and Community Development Action Plan (B-24-MC-26) by transferring unexpended and unprogrammed CDBG funding from FY2022-23 (B-22-MC-26) in the amount of \$1,000,000 for the proposed Lapeer Park Inclusive Playscape Equipment Project and from FY 2023-24 (B-23-MC-26) in the amount of \$800,000 for the proposed Wyoming Commercial Demolition Project; also requesting that the Finance Director and the Finance Department be authorized to recognize and appropriate the grant award and to receive, direct, and disburse those award funds within the Community Development Fund (283) or other funds as supported through the annual schedule of supported resources including the General Fund (101) and the Facilities Fund (634) and requesting immediate effect.
  
8. ECONOMIC DEVELOPMENT – Requesting to sell the City-owned vacant lot located at 14255 Michigan Ave. to Lana and Tahani Mohamed for the sum of \$220,000, for productive reuse and redevelopment, subject to certain stipulations; also requesting that Corporation Counsel or his designee and the Mayor be authorized to finalize the purchase agreement and to sign the documents necessary to effectuate the sale and requesting immediate effect.
  
9. ECONOMIC DEVELOPMENT – Requesting to approve the Emergency Immediate Abatement of Fairlane Mall, incurred for Snow Removal and Salt by Frank’s Landscaping and Supplies LLC in the amount of \$38,495; also requesting that the Finance Director be authorized to transfer, recognize, and appropriate the \$38,495 in current funding from the Capital Improvement Fund, Project ARPA70, to the General Fund and requesting immediate effect.
  
10. PURCHASING – Requesting to award a professional services contract to William Morris Endeavor Entertainment, LLC (WME) in the amount of \$50,000 for a Headline Artist musical performance on Friday, August 1, 2025 at the 2025 Dearborn Homecoming Festival and requesting immediate effect.
  
11. PURCHASING – Requesting to award a professional services contract to Wasserman Music Group, LLC (Wasserman) in the amount of \$40,000 for a Headline Artist musical performance on Saturday, August 2, 2025 at the 2025 Dearborn Homecoming Festival and requesting immediate effect.

12. PURCHASING – Requesting to award a professional services contract to William Morris Endeavor Entertainment, LLC (WME) in the amount of \$175,000 for a Headline Artist musical performance on Sunday, August 3, 2025 at the 2025 Dearborn Homecoming Festival and requesting immediate effect.
13. PURCHASING – Requesting to award a contract to IB Electric in the amount of \$57,000 for Electric Service Installation for Hard-Sided Tents at Camp Dearborn and requesting immediate effect. [2-568 (6) e]
14. PURCHASING – Requesting to authorize a cooperative contract purchase from Tapco, through the OMNIA Partners cooperative program, in an amount not to exceed \$141,242.50 for Traffic Calming Products including Illuminated Stop Signs and Beacon System and requesting immediate effect. [2-569]
15. PURCHASING – Requesting to authorize a cooperative contract purchase from Kustom Signals, through the State of Michigan cooperative program, in an amount not to exceed \$42,870 for the purchase of (15) Dash Mounted Radars for the Police Department and requesting immediate effect. [2-569]
16. PURCHASING – Requesting to authorize a cooperative contract purchase from Advanced Security, through the PEPPM cooperative program, in an amount not to exceed \$127,872 for the purchase of Modular Vehicle Barriers for the Police Department and requesting immediate effect. [2-569]
17. PURCHASING – Requesting to extend the sole source contract with Ferguson Enterprises, LLC (C.R. 1-12-24) in an amount not to exceed \$200,000 for Water Meters and Associated Parts, resulting in a new expiration date of December 31, 2025 and requesting immediate effect. [2-568 (b) (6) b]
18. PURCHASING – Requesting to extend the contract with CompOne Administrators, Inc. (C.R. 3-134-23) in an amount not expected to exceed \$44,055 for the first year, for Workers' Compensation Third Party Administrator Services valid, April 7, 2025 through April 6, 2028 and requesting immediate effect.
19. POLICE – Requesting to approve the Western Wayne County Police Mutual Aid Agreement with members and agencies from the Wayne County Mutual Aid Consortium and requesting immediate effect.

20. FIRE – Requesting to renew the annual membership in the Western Wayne County Fire Department Mutual Aid Association in the amount of \$30,994 and requesting immediate effect.
21. FIRE – Requesting to renew the annual membership in the Mutual Aid Box Alarm System Association (MABAS) and requesting immediate effect.
22. PARKS & RECREATION – Having no objection to the request of the Dearborn Police Officers Charities to conduct their Annual “Sgt. Chris Hampton Memorial 5k Run” on Sunday, May 18, 2025 beginning at 9:00 A.M. at Ford Field, with temporary road closures of the curb lane of Brady Street and assistance from the Police Department for traffic safety and crowd control for the entire duration of the event, subject to reimbursement for City services and certain stipulations; also requesting a noise waiver for the duration of the event and requesting immediate effect.
23. PARKS & RECREATION – Having no objection to the request of the Friends for Animals of Metro Detroit (FAMD) to conduct the annual “Pawchella” Event (formerly known as Mutt Strut) and to close Reckinger Road from Saturday, June 7, 2025 at approximately 9:00 A.M. through Sunday, June 8, 2025 at 4:00 P.M., subject to all applicable ordinances and the rules and regulations of the Police Department; Additionally, requesting Parking lot use at the Ford Community & Performing Arts Center and Henry Ford Centennial Library, a Noise waiver for the duration of the event, permission to obtain an alcohol license, a fee waiver for the tent permit, and permission to place 4x3 signs at three (3) intersections throughout the City beginning May 7 through June 9, 2025 and requesting immediate effect.
24. FINANCE – Requesting to set Thursday, May 1, 2025 at 6:30 P.M. at the Dearborn Administrative Center (DAC) in the Council Chambers as the date, time, and place to hold a Public Hearing on the Proposed FY2025-2026 Budget and City Tax Rate and requesting immediate effect.
25. PHILANTHROPY AND GRANTS – Requesting that the Director of Philanthropy and Grants be authorized to submit the Recreation Passport Grant application to obtain funding in the amount of \$150,000, with the local match in the amount of \$100,000, for park improvements at Argyle-Williamson Park and requesting immediate effect.



26. PHILANTHROPY AND GRANTS – Requesting that the Director of Philanthropy and Grants be authorized to submit the Land and Water Conservation Fund (LWCF) Grant application to obtain funding in the amount of \$500,000, with the local match in the amount of \$500,000, for a Splash Pad and Related Improvements at Camp Dearborn and requesting immediate effect.
27. PHILANTHROPY AND GRANTS – Requesting that the Director of Philanthropy and Grants be authorized to submit the 2025 Michigan Natural Resources Trust Fund (MNRTF) Grant application to obtain funding in the amount of \$400,000, with the local match in the amount of \$133,400 for the development of a fully Inclusive Playground at Camp Dearborn and requesting immediate effect.
28. CORPORATION COUNSEL – Recommending to amend the Guidelines Regarding Side Yard Sales to create consistency with the Land Sales Guidelines for new single-family home construction and requesting immediate effect.
29. CORPORATION COUNSEL – Recommending to extend the Lease Agreement with Issam Eid and Hanadi Merhi for the City owned property located at 5165 Wyoming, for the term of twelve-months, resulting in a new contract expiration of March 1, 2026, conditioned upon Issam Eid and Hanadi Merhi continuing to pay rent to the City in the monthly amount of \$2,250 and requesting immediate effect.
30. RESOLUTION BY COUNCIL PRESIDENT SAREINI SUPPORTED UNANIMOUSLY – Offering condolences to the family of Cpt. Jeremy Watkins and requesting immediate effect.
31. CLERK – Submitting Summons and Complaint in the matter of Mark DiSanto v. the City of Dearborn.
32. MAYOR – Requesting concurrence in the appointment of Abdullah Majzoub to the City Beautiful Commission with a term ending June 30, 2027 and requesting immediate effect.
33. MAYOR – Requesting concurrence in the appointment of Chris Draper to the City Beautiful Commission with a term ending June 30, 2028 and requesting immediate effect.

34. MAYOR – Requesting concurrence in the appointment of Akram Aldilaimi to the Disability Concerns Commission with a term ending June 30, 2028 and requesting immediate effect.
35. MAYOR – Requesting concurrence in the appointment of Shiam Said to the East Dearborn Downtown Development Authority with a term ending June 30, 2026 and requesting immediate effect.
36. MAYOR – Requesting concurrence in the appointment of Nicole Golich to the Housing Commission with a term ending June 30, 2027 and requesting immediate effect.

PUBLIC COMMENT WILL FOLLOW ANY WALK-ON ITEMS



## EXECUTIVE SUMMARY AND MEMORANDUM

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### REQUEST:

The Dearborn Fire Department is requesting renewal of membership in the Western Wayne Mutual Aid Association in the amount of \$30,994.

### DEPARTMENT:

Fire Department

### BRIEF DESCRIPTION

The Western Wayne Mutual Aid Association is an association formed by 20 Western Wayne communities for the purposes of providing mutual aid services and specialized services during larger emergencies.

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### PRIOR COUNCIL ACTION:

This membership has been renewed annually. City Council first approved membership in the Western Wayne Fire Department Mutual Aid Association in 2007 (CR 5-247-07).

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### BACKGROUND

This membership allows for Mutual Aid Agreements with participating fire departments. There are currently twenty-one member communities that participate, including the City of Plymouth, the City of Northville, Plymouth Township, Northville Township, Novi, Western Wayne Airport, Belleville, Canton, Dearborn, Dearborn Heights, Farmington Hills, Garden City, Inkster, Livonia, Redford Township, Romulus, Van Buren Township, Melvindale, Taylor, Wayne, and Westland. The membership also includes access to specialized operational teams, including the HAZMAT Response Team and the Urban Search and Rescue Team. Along with these services, the WWCFDMAA provides information sharing, legislative updates, EMS/Medical protocol updates, HEMS control advisory board positions, and consortium purchasing opportunities.

Fire Chief Joseph Murray has served as President of the WWCFDMAA since 2016 and was recently re-elected for 2025.

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### FISCAL IMPACT:

The total cost for 2025 membership is \$30,994, which will be taken from Fire Department funds.

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## EXECUTIVE SUMMARY AND MEMORANDUM

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### **COMMUNITY IMPACT:**

The WWCFDMAA provides additional firefighting, EMS, and specialized rescue services during emergencies when the City of Dearborn alone cannot provide enough resources. Through this agreement and the consolidation of resources, the City saves on costs for teams that respond to high-risk but low-frequency events such as large HAZMAT spills, floods, or structural collapses.

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### **IMPLEMENTATION TIMELINE:**

Immediate-Currently a member community.

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### **COMPLIANCE/PERFORMANCE METRICS:**

The Fire Department Administration will continue to monitor mutual aid usage and the cost efficiencies associated with this membership.



## EXECUTIVE SUMMARY AND MEMORANDUM

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**TO:** City Council

**FROM:** Fire Chief Joseph Murray

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Renewal of Western Wayne County Fire Department Mutual Aid Agreement

**DATE:** February 19, 2025

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### **Budget Information**

Adopted Budget: \$47,000  
Amended Budget: \$47,000  
Requested Amount: \$30,994  
Funding Source: Fire, Fire Fighting, Memberships  
Supplemental Budget: N/A

### **Summary of Request**

The Dearborn Fire Department is requesting renewal of membership in the Western Wayne Mutual Aid Association in the amount of \$30,994

### **Background and Justification**

This membership allows for Mutual Aid Agreements with participating fire departments. There are currently twenty communities that participate, including the City of Plymouth, the City of Northville, Plymouth Township, Northville Township, Novi, Western Wayne Airport, Belleville, Canton, Dearborn, Dearborn Heights, Farmington Hills, Garden City, Inkster, Livonia, Redford Township, Romulus, Van Buren Township and Melvindale. The membership also includes access to special operational teams such as the HAZMAT Response Team and the Urban Search and Rescue Team. In addition to these services, the WWCFDMAA provides information sharing, legislative updates, EMS/Medical protocol updates, HEMS control advisory board seats, and consortium purchasing opportunities.

Fire Chief Joseph Murray has served as President of the WWCFDMAA since 2016 and was recently re-elected for 2025.



## EXECUTIVE SUMMARY AND MEMORANDUM

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### 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

DocuSigned by:

*Michael Kennedy*

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Michael Kennedy

Finance Director



# LAW

## EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** Approval for a twelve-month extension of the Lease Agreement for the City-owned property at 5165 Wyoming.

### **IMMEDIATE EFFECT**

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**DEPARTMENT:** Law

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**BRIEF DESCRIPTION:** Issam Eid and Hanadi Merhi are requesting a twelve-month extension of the Lease, until March 1, 2026, for the City-owned property at 5165 Wyoming. The rental rate would increase to \$2,250 per month. Additionally, the City would be permitted to inspect the building within ten (10) business days of the effective date of the Lease Amendment.

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### **PRIOR COUNCIL ACTION:**

C.R. 7-360-23 approved the City's purchase of 5165 Wyoming for \$689,000 with the condition that Issam Eid and Hanadi Merhi could remain in the property as Lessees for a period not to exceed one year following the closing. The rental rate was \$1,500 per month. The Lease expiration date was August 29, 2024.

C.R. 8-415-24 approved Issam Eid and Hanadi Merhi's request for a six-month extension of the Lease, until March 1, 2025, for the City-owned property at 5165 Wyoming, at the rental rate of \$1,500 per month.

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**BACKGROUND:** C.R. 7-360-23 approved the City's purchase of 5165 Wyoming for \$689,000 with the condition that the Sellers, Issam Eid and Hanadi Merhi, could remain in the property as Lessees for a period not to exceed one year following the closing. Under the terms of the Lease, Issam Eid and Hanadi Merhi are to pay rent to the City in the amount of \$1,500 per month, commencing on the date of closing. Closing took place on August 29, 2023; therefore, the Lease expiration date was August 29, 2024.

C.R. 8-415-24 approved Issam Eid and Hanadi Merhi's request to extend the Lease another six months, until March 1, 2025, at the rental rate of \$1,500 per month.

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**FISCAL IMPACT:** Receipt of the rental rate of \$2,250 per month, which is an increase from the previous rental rate of \$1,500 per month.

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**COMMUNITY IMPACT:** N/A

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**IMPLEMENTATION TIMELINE:** The new lease term would expire March 1, 2026.

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**COMPLIANCE/PERFORMANCE METRICS:** Law Department and Economic Development Department will monitor compliance with conditions pertaining to the Lease.



**LAW**

## EXECUTIVE SUMMARY AND MEMORANDUM

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**TO:** City Council  
**FROM:** Corporation Counsel  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Request for a twelve-month extension of the Lease Agreement for the City-owned property at 5165 Wyoming  
**DATE:** February 24, 2025

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### Summary of Request

Council Resolution 7-360-23 (attached) approved the City's purchase of 5165 Wyoming for \$689,000 with the condition that the Sellers, Issam Eid and Hanadi Merhi, could remain in the property as Lessees for a period not to exceed one year following the closing and pay rent to the City in the amount of \$1,500 per month, commencing on the date of closing. Closing took place on August 29, 2023. Therefore, Issam Eid and Hanadi Merhi were required to vacate the building by August 29, 2024.

Council Resolution 8-415-24 (attached) approved Issam Eid and Hanadi Merhi's request for a six-month extension of their Lease, until March 1, 2025, with the continued rental rate of \$1,500 per month.

Issam Eid and Hanadi Merhi are now requesting an additional twelve-month extension of the Lease.

It is recommended that Issam Eid and Hanadi Merhi's request to extend the Lease twelve months, until March 1, 2026, be approved, conditioned upon Issam Eid and Hanadi Merhi paying the increased rental rate of \$2,250 per month. The Lease Amendment will also permit the City to inspect the building within ten (10) business days of the effective date of the Lease Amendment. (Please see attached Second Amendment to Lease Agreement.) All other terms and conditions contained in Council Resolution 7-360-23, Council Resolution 8-415-24, and the original Lease Agreement dated August 29, 2023 shall remain in effect.

A Resolution requesting immediate effect is attached.

Respectfully submitted,

DocuSigned by:

*Rebecca Schultz*

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REBECCA A. SCHULTZ  
Assistant Corporation Counsel

APPROVED:

DocuSigned by:

*Jeremy Romer*

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JEREMY J. ROMER  
Corporation Counsel





**LAW**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

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### **RESOLUTION**

WHEREAS: Council Resolution 7-360-23 approved the City's purchase of 5165 Wyoming for \$689,000 with the condition that the Sellers, Issam Eid and Hanadi Merhi, could remain in the property as Lessees for a period not to exceed one year following the closing and pay rent to the City in the amount of \$1,500 per month, commencing on the date of closing, and

WHEREAS: Closing took place on August 29, 2023. Therefore, Issam Eid and Hanadi Merhi were required to vacate the building by August 29, 2024, and

WHEREAS: Council Resolution 8-415-24 approved Issam Eid and Hanadi Merhi's request for a six-month extension of the Lease, until March 1, 2025, at the rental rate of \$1,500 per month, and

WHEREAS: Issam Eid and Hanadi Merhi are requesting an additional twelve-month extension of the Lease, until March 1, 2026, and

WHEREAS: It is recommended that Issam Eid and Hanadi Merhi's request to extend the Lease twelve months, until March 1, 2026, be approved, conditioned upon Issam Eid and Hanadi Merhi paying the increased rental rate of \$2,250 per month; therefore, be it

RESOLVED: That Issam Eid and Hanadi Merhi's request to extend the Lease twelve months, until March 1, 2026, is granted, conditioned upon Issam Eid and Hanadi Merhi paying the increased rental rate of \$2,250 per month and conditioned upon the City being permitted to inspect the building within ten (10) business days of the effective date of the Lease Amendment; be it further

RESOLVED: That Corporation Counsel or his designee is authorized to execute documents to effectuate this extension; be it further

RESOLVED: That all other terms and conditions contained in Council Resolution 7-360-23, Council Resolution 8-415-24, and the original Lease Agreement dated August 29, 2023 shall remain in effect; be it further

RESOLVED: That this Resolution be given immediate effect.

**SECOND AMENDMENT TO  
LEASE AGREEMENT DATED AUGUST 29, 2023  
BETWEEN THE CITY OF DEARBORN AND  
ISSAM EID AND HANADI MERHI**

**PREMISES: 5165 WYOMING, DEARBORN, MI 48126**

This Second Amendment to Lease Agreement is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by and between the CITY OF DEARBORN, a Michigan Municipal Corporation (“Lessor”), whose address is 16901 Michigan Avenue, Dearborn, MI 48126, and ISSAM EID and HANADI MERHI (“Lessees”), whose address is 4 Robindale Ct., Dearborn, MI 48124, to set forth certain amendments to the original Lease Agreement dated August 29, 2023 (“Lease Agreement”).

Now, therefore, Lessor and Lessees mutually agree to amend the Lease Agreement, as follows:

1. The Lease term shall be extended twelve (12) months, commencing on March 1, 2025 and ending on March 1, 2026. In no event shall the Lease term extend beyond March 1, 2026.
2. The rental rate during this Lease extension, commencing on March 1, 2025 and ending on March 1, 2026, shall be Two Thousand Two Hundred Fifty Dollars (\$2,250.00) per month.
3. The City shall be permitted to inspect the building at 5165 Wyoming within ten (10) business days of the effective date of this Second Amendment to Lease Agreement.

All other terms and conditions contained in the Lease Agreement dated August 29, 2023 and the First Amendment to Lease Agreement dated August 29, 2024 not specifically modified by this Second Amendment to Lease Agreement shall remain in full force and effect.

THIS SPACE INTENTIONALLY LEFT BLANK

**IN WITNESS WHEREOF**, the parties hereto have caused this Second Amendment to Lease Agreement to be executed as of the day and year first written above.

LESSOR:

CITY OF DEARBORN

\_\_\_\_\_  
By: Abdullah H. Hammoud  
Mayor, City of Dearborn

STATE OF MICHIGAN     )  
  ) SS.  
COUNTY OF WAYNE     )

On the \_\_\_ day of \_\_\_\_\_, 2025, before me appeared ABDULLAH H. HAMMOUD to me personally known who, being sworn by me, did say that he is the Mayor of the City of Dearborn, and that said instrument was signed on behalf of the City of Dearborn, and said ABDULLAH H. HAMMOUD acknowledged said instrument to be the free act and deed of the City of Dearborn.

\_\_\_\_\_  
Notary Public, Wayne County, MI  
My Commission expires:

LESSEES:

\_\_\_\_\_  
ISSAM EID

\_\_\_\_\_  
HANADI MERHI

STATE OF MICHIGAN     )  
                                  ) SS.  
COUNTY OF WAYNE     )

On the \_\_\_ day of \_\_\_\_\_, 2025, before me appeared ISSAM EID and HANADI MERHI, to me personally known who, being sworn by me, did say that they are the Lessees of the property located at 5165 Wyoming, Dearborn, MI 48126, and that said instrument was signed on their behalf and as their free act and deed.

\_\_\_\_\_  
Notary Public, Wayne County, MI  
My Commission expires:

By Abraham supported by Herrick.

8-415-24. WHEREAS: Council Resolution 7-360-23 approved the City's purchase of 5165 Wyoming for \$689,000 with the condition that the Sellers, Issam Eid and Hanadi Merhi, could remain in the property as Lessees for a period not to exceed one year following the closing and pay rent to the City in the amount of \$1,500 per month, commencing on the date of closing, and

WHEREAS: Closing took place on August 29, 2023. Therefore, Issam Eid and Hanadi Merhi are required to vacate the building by August 29, 2024, and

WHEREAS: Issam Eid and Hanadi Merhi wish to extend the Lease for another six months, until March 1, 2025, and

WHEREAS: Issam Eid and Hanadi Merhi have experienced a delay in the construction of their new building due to one of their contractors knocking down a beam, which caused a major piece of the building to collapse, and

WHEREAS: It is recommended that Issam Eid and Hanadi Merhi's request to extend the Lease Agreement for another six months, until March 1, 2025, be approved, conditioned upon Issam Eid and Hanadi Merhi continuing to pay rent to the City in the amount of \$1,500 per month; therefore be it

RESOLVED: That Issam Eid and Hanadi Merhi's request to extend the Lease Agreement for another six months, until March 1, 2025, is granted; be it further

RESOLVED: That Issam Eid and Hanadi Merhi are to continue to pay rent to the City in the amount of \$1,500 per month; be it further

RESOLVED: That Corporation Counsel or his designee be and is hereby authorized to execute documents to effectuate this extension; be it further

RESOLVED: That all other terms and conditions contained in Council Resolution 7-360-23 and the original Lease Agreement dated August 29, 2023 shall remain in effect; be it further

RESOLVED: That this resolution be given immediate effect.

The resolution was unanimously adopted.

By Abraham supported by Enos.

7-360-23. WHEREAS: The City of Dearborn has the opportunity to purchase the following property for \$689,000:

Lots 25 to 30, F & PM Park Sub., City of Dearborn, Wayne County, MI, as recorded in Liber 16, Page 43 of Plats, Wayne County records. Tax I.D. 82-10-172-07-053

Commonly known as 5165 Wyoming, Dearborn, MI 48126, and

WHEREAS: The listing agent, Michael Phillips, listed this property for \$749,000. Through negotiations, the sellers, Issam Eid and Hanadi Merhi, have agreed to accept a sale price of \$689,000, subject to City Council approval, and

WHEREAS: As a condition of the sale, the Purchase Agreement permits the sellers to remain in the property as lessees for a period not to exceed one year following closing and pay rent to the City in the amount of \$1,500 per month, commencing on the date of closing, and recorded in Project C10000, where the Finance Director shall recognize and appropriate in the General Capital Improvement Fund. The terms and conditions of the rental agreement are memorialized in a separate lease agreement between the City and sellers, and

WHEREAS: Although the Assessor's opinion of the value of this property is \$330,000, this valuation does not include the additional non-market value interest that the City has in the property. The property at 5165 Wyoming is adjacent to other City-owned properties in the area. Acquisition of this property would further the City's plan to purchase the gaps along the Wyoming frontage so that the City can create development pods that are buildable and can be redeveloped, and

WHEREAS: Given the significance of 5165 Wyoming to the City's future plans for the Wyoming frontage, it is recommended that City Council approves the purchase of 5165 Wyoming for \$689,000, despite the lower valuation by the City Assessor, and

WHEREAS: If this purchase is approved, the estimated additional costs after acquisition will be approximately \$25,000. Funding for this purchase and subsequent

costs will be from the Land Acquisition for Resale Program, C10000, as a reallocation from Project ARPA70 - Economic Development in the General Capital Improvement Fund; therefore, be it

RESOLVED: That this Council approves the acquisition of the following property:

Lots 25 to 30, F & PM Park Sub., City of Dearborn, Wayne County, MI, as recorded in Liber 16, Page 43 of Plats, Wayne County records.  
Tax I.D. 82-10-172-07-053  
Commonly known as 5165 Wyoming, Dearborn, MI 48126

from the owner thereof for the sum of \$689,000, subject to prorations and adjustments shown on the closing statement, upon the sellers furnishing to the City a title insurance policy showing marketable title and a properly executed deed approved by Corporation Counsel or his designee; be it further

RESOLVED: That the acquisition of this property will serve a public purpose by furthering the City's plan to purchase the gaps along the Wyoming frontage so that the City can create development pods that are buildable and can be redeveloped; be it further

RESOLVED: That this acquisition is contingent upon the terms and conditions set forth in the Purchase Agreement as approved by Corporation Counsel; be it further

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

RESOLVED: That the Finance Director shall reallocate from Project ARPA70 - Economic Development in the amount of \$689,000 for the purchase price and up to an additional \$25,000 for associated costs, to the Land Acquisition for Resale Program, Project C10000, in the General Capital Improvement Fund; be it further

RESOLVED: That the Finance Director be and is hereby authorized and directed to issue his proper warrant in the amount of \$689,000, subject to adjustments, if any, as shown on the closing statement reviewed and approved by Corporation Counsel or his designee, drawn upon the Land Acquisition for Resale Program, Project C10000, Account #401-6100-435.71-10, payable to the grantors, or their nominee, in payment for said property; be it further

RESOLVED: That this Resolution is given immediate effect.

The resolution was unanimously adopted.





## LAW

# EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** Approval to amend the Guidelines Regarding Side Yard Sales to create consistency with the Land Sales Guidelines for new single-family home construction.

**Immediate effect requested**

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**DEPARTMENT:** Law.

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**BRIEF DESCRIPTION:** To create consistency with the Land Sales Guidelines for new single-family home construction as amended over the years, it is recommended that the Guidelines Regarding Side Yard Sales be amended to remove the no variance condition and to allow administrative review of requests to extend closing deadlines and increase the related processing fee. It is also recommended that certain wording within the Guidelines be amended to reflect that the Guidelines are an internal document.

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**PRIOR COUNCIL ACTION:** The current Guidelines Regarding Side Yard Sales were adopted under Council Resolution 4-234-16.

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**BACKGROUND:** Purchasers of vacant City-owned side yard lots are required to comply with the City's adopted Guidelines Regarding Side Yard Sales. To create consistency with the Land Sales Guidelines for new single-family home construction, it is recommended that the Guidelines Regarding Side Yard Sales be amended to remove the no variance condition and to allow administrative review of requests to extend closing deadlines and increase the related processing fee from \$100 to \$250. It is also recommended that certain wording within the Guidelines be amended to reflect that the Guidelines are an internal document.

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**FISCAL IMPACT:** Increase in the processing fee for closing deadline extension requests from \$100 to \$250.

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**COMMUNITY IMPACT:** Revising the Guidelines Regarding Side Yard Sales as proposed will create consistency with the Land Sales Guidelines for new single-family home construction.

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**IMPLEMENTATION TIMELINE:** The amended Guidelines Regarding Side Yard Sales would be effective upon adoption.

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**COMPLIANCE/PERFORMANCE METRICS:** The Law Department and Economic Development Department monitor compliance with the conditions pertaining to sales set forth in the Guidelines Regarding Side Yard Sales.



**LAW**

## EXECUTIVE SUMMARY AND MEMORANDUM

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**TO:** City Council  
**FROM:** Corporation Counsel  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Requesting approval to amend the Guidelines Regarding Side Yard Sales to create consistency with the Land Sales Guidelines for new single-family home construction  
**DATE:** February 27, 2025

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### Summary of Request

Purchasers of vacant City-owned side yard lots are required to comply with the City's adopted Guidelines Regarding Side Yard Sales. To create consistency with the Land Sales Guidelines for new single-family home construction, it is recommended that the Guidelines Regarding Side Yard Sales be amended to remove the no variance condition and to allow administrative review of requests to extend closing deadlines and increase the related processing fee from \$100 to \$250. It is also recommended that certain wording within the Guidelines be revised to reflect that the Guidelines are an internal document. (Please see attached proposed Guidelines with red-line amendments.)

Thus, it is recommended that the attached proposed Guidelines Regarding Side Yard Sales be adopted.

A resolution requesting immediate effect is attached.

Respectfully submitted,

DocuSigned by:  
*Rebecca Schultz*  
C73061A00EB9490...

REBECCA A. SCHULTZ  
Assistant Corporation Counsel

APPROVED:

DocuSigned by:  
*Jeremy Romer*  
E7A573BA25E3460...  
JEREMY J. ROMER  
Corporation Counsel



**LAW**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

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### **RESOLUTION**

WHEREAS: Purchasers of vacant City-owned side yard lots are required to comply with the City's adopted Guidelines Regarding Side Yard Sales, and

WHEREAS: To create consistency with the Land Sales Guidelines for new single-family home construction as amended over the years, it is recommended that the Guidelines Regarding Side Yard Sale be amended to remove the no variance condition and to allow administrative review of requests to extend closing deadlines and increase the related processing fee from \$100 to \$250. It is also recommended that certain wording within the Guidelines be revised to reflect that the Guidelines are an internal document; therefore be it

RESOLVED: That the Guidelines Regarding Side Yard Sales be amended as presented; be it further

RESOLVED: That this Resolution be given immediate effect.



**CITY OF DEARBORN  
GUIDELINES REGARDING SIDE YARD SALES  
OF CITY-OWNED PROPERTY**

**Purchase Agreement**

Purchase Agreement must be signed and returned with 10% deposit to the Department of Law within 30 days of date shown on Purchase Agreement.

**Closing**

Upon City Council approval of the land sale, the Legal Department will notify ~~you the Purchaser~~. ~~You The Purchaser~~ must call and schedule an appointment to close. The closing must occur within the timeframe specified in the City Council Resolution approving the sale. If there are two adjacent property owners that are purchasing a portion of the property, the two purchasers must close simultaneously.

**Extension of Time to Close**

Only one extension of time to close may be granted per land transaction. Such extension may be for 30 days only. If an extension of time to close is requested, the request must be in the form of a letter and received by the Legal Department within ~~35~~ ~~30~~ days of the scheduled closing date. A processing fee of ~~\$100~~ ~~\$250~~ must accompany the request, along with documentation to support the request. The Legal Department will ~~administratively~~ review the request within 14 days and consider the following factors:

- a. Does the applicant have good cause for his/her request?
- b. Has the applicant purchased property from the City before? If so, how has the applicant performed in the past?

~~A recommendation by the Legal Department to approve or deny the request for an extension will be submitted to the City Council. You will receive a copy of the Council agenda item, along with upcoming Committee of the Whole and City Council meeting dates. It is your responsibility to call the Legal Department to confirm these dates. Your attendance is mandatory at the Committee of the Whole meeting. If the Law Department denies the request for an extension, the Purchaser may present a request to City Council for reconsideration. The Purchaser may be required to attend the City Council and/or Committee of the Whole meetings to respond to questions regarding the request. It is the Purchaser's responsibility to confirm the meeting dates.~~

If the request for an extension of time to close is denied,

- a. Applicant forfeits 10% deposit.
- b. Applicant forfeits ~~\$100~~ ~~\$250~~ processing fee.
- c. Purchase Agreement is invalidated.
- d. Council resolution regarding sale of land is rescinded.

If a request is not received in the required timeframe, the request will not be processed. The processing fee will be returned; the 10% deposit will be forfeited; the Purchase Agreement will be invalidated, and steps may be taken to offer the land to other adjacent property owner.

Any request for an extension to close must be in the form of a written letter addressed to:

City of Dearborn  
Legal Department  
16901 Michigan Avenue, Ste. 14  
Dearborn, MI 48126

**Conditions**

- a. The side yard purchased must be combined with ~~your~~ **the Purchaser's** adjacent property for tax and assessment purposes at closing. Failure to do so will result in the Council Resolution automatically being rescinded, deposit forfeited, and the sale declared null and void.
- b. The lot may not be re-split or combined with other land, for a re-splitting as two buildable lots, without the prior approval of the City Council.
- c. ~~You~~ **The Purchaser** may seek permission from City Council to split and sell a portion of the side yard to the neighboring property owner.
- d. Any construction or expansion of an existing structure, utilizing the side yard, must comply with the Dearborn Zoning Ordinance. ~~You must waive any rights to seek a variance of any of the requirements.~~
- e. The lot may only be sold or developed in combination with ~~your~~ **the Purchaser's** adjacent property.
- f. If ~~you~~ **the Purchaser** currently ~~do~~ **does** not provide for sufficient off-street parking as defined by the Dearborn Zoning Ordinance, ~~you are~~ **the Purchaser is** required to install off-street parking in accordance with the law and:
  - 1. For non-owner occupied property, ~~you~~ **the Purchaser** must install off-street parking within five (5) years of the date of closing on the purchase of side yard from the City.
  - 2. For owner occupied property, ~~you~~ **the Purchaser** must install off-street parking before ~~you~~ **the Purchaser** transfers the property to another purchaser.
  - 3. For non-owner occupied and owner occupied property, if ~~you~~ **the Purchaser** completes the installation of off-street parking to meet the requirements of the Zoning Ordinance within five (5) years of the date of the closing on the purchase of side yard from the City, ~~you~~ **the Purchaser** may request a \$1,000 refund of the purchase price, or request a refund of the actual purchase price of the lot, whichever is less. Requests must be in writing to the Corporation Counsel at:

City of Dearborn  
Legal Department  
16901 Michigan Avenue, Ste. 14  
Dearborn, MI 48126

- 4. Installation of off-street parking is deemed completed when all permits have been finalized by the ~~Property Maintenance & Development Services Department~~ **Economic Development Department**.



5. When the City property is sold to **you the Purchaser** for side yard, the deed will contain a restriction containing the requirements set forth herein.
  - g. **You The Purchaser** must be current on taxes and have a valid Certificate of Occupancy for the property that **you the Purchaser** currently owns to qualify to purchase side yard from the City.

**Right of Reverter**

A right of reverter will be recorded with the deed. If **you the Purchaser** violates any of the restrictions imposed, the City may exercise its right to purchase the property back from **you the Purchaser** for the original sale price, less 10%, and less costs associated with the transfer back to the City of Dearborn.



## **FINANCE** EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** Approval of a three-year extension of the Workers' Compensation Third Party Administrator service contract with CompOne Administrators, Inc.

**DEPARTMENT:** Legal, in conjunction with Purchasing.

**BRIEF DESCRIPTION:** The City's current Workers' Compensation Third Party Administrator service contract with CompOne Administrators, Inc. expires on April 6, 2025. It is recommended that the City extend this contract for three (3) years, through April 6, 2028.

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**PRIOR COUNCIL ACTION:** Council Resolution 3-96-20 awarded a three-year contract with (2) one-year renewals to CompOne Administrators, Inc. for the City's Workers' Compensation Third Party Administrator services.

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**BACKGROUND:** The City's existing Workers' Compensation Third Party Administrator services are currently being provided by CompOne Administrators, Inc. at a cost of \$40,050 per year. This vendor has performed satisfactorily for the City. Through this new contract, CompOne Administrators, Inc. will provide the same services that the City currently secures, which includes TPA service, medical review, and loss prevention. The cost will be on a per-claim fee basis, at a rate of \$745 per claim for indemnity claims and \$160.00 per claim for medical-only claims, plus a \$5,000 per year administrative fee. The total cost for the first year is not expected to exceed \$44,055, with a 2.5% increase in both the second and third years. The new contract will commence on April 7, 2025.

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**FISCAL IMPACT:** Obtain Workers' Compensation Third Party Administrator service contract on a per-claim fee basis, at a rate of \$745 per claim for indemnity claims and \$160.00 per claim for medical-only claims, plus a \$5,000 per year administrative fee. The total cost for the first year is not expected to exceed \$44,055, with a 2.5% increase in both the second and third years.

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**IMPLEMENTATION TIMELINE:** The contract term will be April 7, 2025, through April 6, 2028.

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**COMPLIANCE/PERFORMANCE METRICS:** Purchasing and Legal will ensure contract execution.



# FINANCE

# EXECUTIVE SUMMARY AND MEMORANDUM

**TO:** City Council

**FROM:** City Administration

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Approval of Three-Year Extension for Workers' Compensation Third Party Administrator

**DATE:** March 6, 2025

### Budget Information

FY2025 Proposed Budget: \$44,600  
 Amended Budget: \$61,562  
 Requested Amount: \$44,055  
 Funding Source: Workers' Compensation Fund, Law Department, Professional Services  
 Supplemental Budget: Available budget reallocation within the fund

### Summary of Request

The City is currently under contract with CompOne Administrators, Inc. for Workers' Compensation Third Party Administrator services. The contract was awarded in 2020 and will expire on April 6, 2025.


The Purchasing Division has received a request from the Legal Department to extend the contract for three years to expire on April 6, 2028.

It is respectfully requested that Council authorize the extension with immediate effect in order to avoid gaps in service. The resulting contract shall not be binding until fully executed.

### Background and Justification

The City's existing Workers' Compensation Third Party Administrator services are currently being provided by CompOne Administrators, Inc. at a cost of \$40,050 per year. This vendor has performed satisfactorily for the City. Through this new contract, CompOne Administrators, Inc. will provide the same services that the City currently secures, which includes TPA service, medical review, and loss prevention. The cost will be on a per-claim fee basis, at a rate of \$745 per claim for indemnity claims and \$160.00 per claim for medical-only claims, plus a \$5,000 per year administrative fee. The total cost for the first year is not expected to exceed \$44,055, with a 2.5% increase in both the second and third years. The new contract will commence on April 7, 2025.

### **Prepared By:**

DocuSigned by:  
  
 Mark Rozinsky, Purchasing Manager

### **Department Approval:**

DocuSigned by:  
  
 Rebecca Schultz, Assistant Corporation Counsel

### **Budget Approval:**

DocuSigned by:  
  
 Michael Kennedy, Finance Director/Treasurer

Initial  


### **Corporation Counsel Approval:**

DocuSigned by:  
  
 Jeremy J. Romer, Corporation Counsel



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# OFFICE OF THE MAYOR

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**TO: CITY COUNCIL**

**FROM: MAYOR ABDULLAH H. HAMMOUD**

**SUBJECT: NEW APPOINTMENT - CITY BEAUTIFUL COMMISSION**

**DATE: MARCH 6, 2025**

Pursuant to City of Dearborn Code of Ordinance Section 2-89 and City Charter Section 10.9, the Mayor shall appoint members of the City Beautiful Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

**Name:** Abdullah Majzoub

**Status:** New Appointment

**Filling a Vacancy for:** Melanie Mily (passed away on November 2, 2024)

**Term Duration:** 3 Years (2 years to complete Melanie Mily's term)

**Appointment Term Ending:** June 30, 2027

**Attendance:** N/A

**Phone:** (313) 784-0929

**Email:** [abdullah400800@hotmail.com](mailto:abdullah400800@hotmail.com)

**Mailing Address:** 525 North Vernon Street, Dearborn, MI 48128

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Community Relations  
cc: Law Department

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# OFFICE OF THE MAYOR

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**TO: CITY CLERK**

**FROM: MAYOR ABDULLAH H. HAMMOUD**

**SUBJECT: NEW APPOINTMENT - CITY BEAUTIFUL COMMISSION**

**DATE: MARCH 6, 2025**

I hereby certify that the following appointment has been made to the City Beautiful Commission in accordance with the provisions of City of Dearborn Code of Ordinance Section 2-89 and City Charter Section 10.9.

See C.R. \_\_\_ *Insert the CR that confirmed this appointment* \_\_\_\_\_

**Name:** Abdullah Majzoub

**Status:** New Appointment

**Filling a Vacancy for:** Melanie Mily (passed away on November 2, 2024)

**Term Duration:** 3 Years (2 years to complete Melanie Mily's term)

**Appointment Term Ending:** June 30, 2027

**Attendance:** N/A

**Phone:** (313) 784-0929

**Email:** [abdullah400800@hotmail.com](mailto:abdullah400800@hotmail.com)

**Mailing Address:** 525 North Vernon Street, Dearborn, MI 48128

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Community Relations  
cc: Law Department



## Dearborn Commissions Application

**Submission Date**

January 13 2025

**First Name**

Abdullah

**Last Name**

Majzoub

**Phone**

+13137840929

**Email**

[abdullah400800@hotmail.com](mailto:abdullah400800@hotmail.com)

**Home Address**

525 North Vernon Street, Dearborn, MI, USA

**Years of Residency in Dearborn**

23 Years

**Occupation**

Fleet Manager

**Company**

Universal Logistics Holding, Inc.

**Length of Service**

2 Years

**Business Address**

4444 Wyoming Ave, Dearborn, MI 48126

**Business Telephone Number**

N/A

**Level of Education**

University Degree

**Name of Educational Institution & Graduation Year**

Wayne State University 2022

**Commissions & Boards**

City Beautiful Commission

**Why do you want to join this commission?**

[ This question was not answered ]

**Are you a veteran?**

No

**Which Branch Did You Serve?**

[ This question was not answered ]

**What Was Your Rank?**

[ This question was not answered ]

**Years of Service?**

[ This question was not answered ]

**Memberships, Civic Activities, and Awards Received**

[ This question was not answered ]

**Do you Have a Resume?**

Yes

**Description of Professional History**

[ This question was not answered ]

## Resume

DOCX AbdullahMajzou....docx

Submitted on January 13 2025

Powered by  **monday.com**



# ABDULLAH MAJZOUB

Abdullah400800@hotmail.com | 313-784-0929 | Dearborn, MI 48128

## Objective

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Supply Chain Management graduate looking for a challenging position where I can apply my knowledge of business in the real-world. I am committed to learning and cultivating new skills that will achieve the utmost towards company goals

## Skills

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- Microsoft Word
- Microsoft PowerPoint
- Microsoft Excel
- Strategic planning
- Project planning
- Financial planning
- Flexible team player
- Self-motivated
- Strong work ethic
- Cold calling
- Strong written communication skills
- Verbal communication skills
- Interpersonal skills
- Analytical skills
- Business analysis
- Negotiation
- Account management
- Operations management
- Sales management
- Warm calling

## Experience

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Total Quality Logistics Inc. |  
Troy, Michigan

**Account Executive - Freight Broker**  
02/2025 - Current

- Identifying and qualifying prospective clients through networking, cold calling, and other outreach methods.
- Match shippers with appropriate carriers based on the type of goods, delivery needs, and route.
- Handle all aspects of shipments, including route planning, tracking progress, and resolving any issues that may arise.
- The primary point of contact between the shipper and carrier, ensuring clear communication throughout the transportation process.
- Facilitating smooth transit of goods by addressing and mitigating shipping discrepancies.
- Creating customized proposals and presentations to showcase the company's value proposition to prospective clients.
- Moving leads through the sales process, from initial contact to closing deals.
- Negotiating contracts and pricing terms with clients to secure profitable deals.
- Collaborating with other departments to develop and implement business development strategies.
- Maintaining relationships with existing clients to foster repeat business.
- Attending conferences with shippers and carriers to network and identify new opportunities.
- Analyzing industry trends and identifying potential new markets to expand into.

Universal Logistics Holdings, Inc |  
Dearborn, Michigan  
**Fleet Manager**  
08/2023 - 02/2025

- Manage and schedule freight transportation, coordinating with drivers, vendors and suppliers
- Manage Company DOT compliance within operational area to ensure the safe operation of commercial motor vehicles including; drug and alcohol testing, driver log management, truck inspections, medical certificates, licensing and violations
- Maintain awareness of Drivers movements through regular communication and to manage and adapt to delays and/or issues on the road
- Coordinate business with Drivers and customers of the Company to optimize revenue for the Company, minimize transit time, and satisfy customer needs
- Identify tasks being performed and categorize then as pre-pulls, street turns, drops, pulls, drop and hooks and ensure they are accurately recorded in Company system
- Oversee all communications related to specialty load boards ensuring that customers and Drivers are made aware of relevant developments
- Proactively identify operational issues wherever possible and implement a plan of action to correct and continue operations
- Respond to unforeseeable issues with Drivers, routes, customers, and equipment by developing and implementing a plan of action to correct and continue operations
- Planning and implementing delivery routes for drivers

Universal Logistics Holdings, Inc |  
Dearborn, Michigan  
**Logistics Planner**  
01/2023 - 08/2023

- Ownership of all communication regarding changes that impact internal and external customers
- Various reports on production, quality, timeliness, staffing, maintenance, and discrepancies
- Processing multiple calls simultaneously from internal as well as external customers
- Managing inbound and outbound freight flow
- Verifying work order information such as rates, accessorial charges, and storage charges
- Confirming and scheduling delivery times with consignee

Amazon Fulfillment Center - DTW1 |  
Romulus, Michigan  
**Shipping and Receiving Specialist**  
09/2020 - 01/2023

- Fulfill over thousands of items for customers seeking products ranging from groceries to electronics
- Inspect and secure product inventory to maintain utmost customer satisfaction
- Maintain a professional atmosphere with Amazon corporate and Amazon fulfillment management

## Education

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Wayne State University – Mike Ilitch School of Business | Detroit, Michigan  
**Bachelor of Science** in Business Administration in Supply Chain Management  
12/2022  
GPA: 3.6

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# OFFICE OF THE MAYOR

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**TO: CITY COUNCIL**

**FROM: MAYOR ABDULLAH H. HAMMOUD**

**SUBJECT: APPOINTMENT - DISABILITY CONCERNS COMMISSION**

**DATE: MARCH 6, 2025**

Pursuant to Dearborn City Code of Ordinance Section 2-369 and Dearborn City Charter Section 10.9, the Mayor shall appoint members of the Disability Concerns Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

**Name:** Akram Aldilaimi

**Status:** New Appointment

**Current Term Ending:** June 30, 2028

**Filling a Vacancy for:** N/A

**Term Duration:** 3 Years

**Attendance:** N/A

**Phone:** (313) 502-8801

**Email:** [aldilaimakram@gmail.com](mailto:aldilaimakram@gmail.com)

**Mailing Address:** 5713 Appoline Street, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Law Department



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# OFFICE OF THE MAYOR

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**TO:** CITY CLERK  
**FROM:** MAYOR ABDULLAH H. HAMMOUD  
**SUBJECT:** APPOINTMENT - DISABILITY CONCERNS COMMISSION  
**DATE:** MARCH 6, 2025

I hereby certify that the following appointment has been made to the Disability Concerns Commission. Pursuant to Dearborn City Code of Ordinance Section 2-369 and Dearborn City Charter Section 10.9

See C.R. \_\_\_ *Insert the CR that confirmed this appointment* \_\_\_\_\_

**Name:** Akram Aldilaimi  
**Status:** New Appointment  
**Current Term Ending:** June 30, 2028  
**Filling a Vacancy for:** N/A  
**Term Duration:** 3 Years  
**Attendance:** N/A  
**Phone:** (313) 502-8801  
**Email:** [aldilaimakram@gmail.com](mailto:aldilaimakram@gmail.com)  
**Mailing Address:** 5713 Appoline Street, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Law Department



## Dearborn Commissions Application

### Submission Date

October 28 2024

### First Name

Akram

### Last Name

Aldilaimi

### Phone

+13135028801

### Email

[aldilaimakram@gmail.com](mailto:aldilaimakram@gmail.com)

### Home Address

5713 Appoline Street, Dearborn, MI, USA

### Years of Residency in Dearborn

16

### Occupation

Clinical Research Coordinator

### Company

Henry Ford Health

### Length of Service

6

### Business Address

2799 W Grand Blvd, Detroit, MI 48126

**Business Telephone Number**

313-916-3955

**Level of Education**

Master Degree

**Name of Educational Institution & Graduation Year**

EMU

**Commissions & Boards**

Board of Ethics

**Why do you want to join this commission?**

[ 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**

Board Member, eMERGe, Henry Ford Health - Employee Resources Group (ERG)- 2024  
Committee Member, HFH Stroke Quality Committee - 2024 Mentor High school  
student for RYSE MED at Henry Ford Health-2024 Board Member, Emgage Michigan  
Chapter -2023 Legislative Ambassador, American Cancer Society -ACS-2022 Lead the  
Educational Subcommittee Midwest Chapter American College of Healthcare  
Executives, 2021 Committee Member, Michigan Protected Commission (MPC)-MDHHS  
-2021 Wayne County Complete Count Committee (Census)-2020 Dearborn City,  
Election Inspectors -2020 Mentor High School Students through SMASH, Wayne State  
University -2019 Committee Member, Henry Ford Health Ethics Committee-2019

**Do you Have a Resume?**

Yes

## Description of Professional History

[ This question was not answered ]

## Resume

PDF AKRAM\_ALDILAIM...4.pdf

Submitted on October 28 2024

Powered by  **monday.com**

# AKRAM AL-DILAIMI, MS, BS, MLS (ASCP-AFP),CRC

[aldilaimakram@gmail.com](mailto:aldilaimakram@gmail.com) | 313-502-8801 | <https://www.linkedin.com/in/akramaldilaimi/>

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## EXECUTIVE SUMMARY

Experienced healthcare professional specializing in clinical research, research management, and health equity initiatives. Proven leader in healthcare administration and clinical diagnostics, dedicated to advancing medical research and optimizing operational efficiency. Skilled in driving collaborative research projects, integrating clinical insights, and fostering partnerships to improve patient care and outcomes. Adept at leading innovative solutions to complex healthcare challenges, with a focus on enhancing research services and contributing to transformative changes in clinical practices

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## PROFESSIONAL EXPERIENCE

**HENRY FORD HEALTH, Detroit, Michigan**  
*Department of Neuroscience-Neurology Research*

**Jun 2023 – Present**

### Clinical Research Coordinator

As a Clinical Research Coordinator in neurology research, focused on stroke studies, responsibilities include managing and overseeing clinical trials while ensuring strict compliance with legal, regulatory, and investigational drug protocols. Expertise lies in streamlining research activities to optimize trial efficiency, maintaining high standards of adherence to protocols, and facilitating effective communication among research teams, investigators, sub-investigators, neurology residents and participants to achieve successful outcomes.

- Led stroke-focused clinical research operations within neurology, ensuring full regulatory compliance and streamlined trial processes.
- Serve as a key member of the HFH Stroke Quality Committee, focusing on data-driven improvements in patient care timelines from emergency department arrival to treatment.
- Monitored research billing review for study participants, ensuring accurate financial tracking and compliance with regulatory guidelines. Facilitated communication across teams, increasing enrollment efficiency by 25%.
- Oversee budgeting analysis and data management for the two Exosomes translation research study, supporting efficient resource allocation and operational cost control.
- Monitored neurology research trials, achieving 100% compliance with regulations, and reducing errors by 30%.
- Directed IRB applications, achieving timely approvals and strict adherence to research protocols.
- Streamlined project management, increasing research efficiency by 15% and improving participant outcomes.
- Trained interventional radiology nurses to improved samples collection quality for exosomes study by 40%.
- Assisted in operational planning for the study, optimizing workflow and timelines to meet research milestones
- Led initiation and closeout of stroke trials, ensuring full regulatory compliance and efficient administration.
- Authored and distributed a monthly neuroscience research newsletter, promoting knowledge-sharing among neurology residents.
- Monitored research billing review for study participants, ensuring accurate financial tracking and compliance with regulatory guidelines. Facilitated communication across teams, increasing enrollment efficiency by 25%.
- Monitored stroke data analysis, improving accuracy by 20% and delivering actionable insights for exosome studies.

**AKRAM ALDILAIMI, MS, BS, MLS, CRC**

**HENRY FORD HEALTH, Detroit, Michigan**  
*Department of Pathology and Laboratory Medicine*

**April 2018 - June 2023**

**Histotechnologist**

Experienced Histotechnologist with expertise in Immunohistochemistry (IHC) and In Situ Hybridization (ISH) for histopathological analysis. Skilled in optimizing lab processes, training staff, and enhancing workflow efficiency. Proficient in the use of Dako and Benchmark Ultra Ventana Auto-stainers, with a strong focus on regulatory compliance and improving collaboration between pathology and histology teams. Adept at troubleshooting and maintaining high diagnostic accuracy in a healthcare setting.

- Directed the integration of digital pathology, boosting operational efficiency and advancing lab capabilities.
- Trained histotechnologists in IHC techniques, including IHC staining, PDL1 and Her2 staining, for accurate histopathological analysis. Led training programs, improving lab efficiency and skill proficiency by 20%.
- Spearheaded process optimizations, increasing lab turnaround time by 20% through enhanced collaboration with pathologists.
- Ensured compliance with regulatory standards, significantly improving diagnostic accuracy and consistency through rigorous quality control.
- Monitored pathology lab compliance with CAP and CLIA standards, ensuring readiness for inspections and adherence to regulatory requirements.
- Experienced in histology processes, including microtomy, embedding, and histochemical staining of patient tissue samples, ensuring compliance with healthcare quality and regulatory standards.

**UNIVERSITY OF MICHIGAN, Ann Arbor, Michigan**  
*Paradigm Cancer Diagnostics Center-PCDx*

**Jan 2014 – Feb 2016**

**Clinical Technologist-II**

Experienced in next-generation sequencing (NGS) and molecular biology protocols, with expertise in DNA/RNA extraction, qPCR, and sequencing library preparation. Proficient in laboratory automation, equipment management, staff training, and troubleshooting NGS assays. Adept at ensuring compliance with CAP regulations and ethical standards for human tissue use in cancer diagnostics and research.

- Implemented next-generation sequencing (NGS) technologies, improving diagnostic accuracy by 25% and optimizing workflows for precision medicine.
- Proficient in precision medicine and genomic medicine, with specialized experience in enhancing DNA sequencing quality through advanced research and analysis.
- Supervised laboratory activities including instrument performance assessments, troubleshooting NGS assay issues, and assisting in assay development and lab automation programming.
- Monitored team of eight lab technicians, boosting lab efficiency by 30% and reducing onboarding time by 20%.
- Achieved 100% adherence to SOPs and CAP regulations, improving data accuracy and standards compliance.
- Performed DNA extraction and PCR amplification and interpreted and reported test results.
- Contributed to precision medicine initiatives and presented research findings to improve the DNA sequencing quality and throughput next-generation DNA sequencing patient's results.

## AKRAM ALDILAIMI, MS, BS, MLS, CRC

- Ensured compliance with ethical standards for human tissue use and regulatory guidelines for biorepository sample management.

### **AMERICAN RED CROSS, Detroit, Michigan** *Detroit National Testing Laboratory- IDL Lab*

Sept. 2011 – Aug. 2014

#### **Medical Technologist-I**

Experienced clinical laboratory technologist with a strong background in cGMP-compliant blood supply testing, quality control, and regulatory compliance (CLIA, CAP, CFR). Conducted advanced blood tests, ensured donor-recipient compatibility, and maintained comprehensive laboratory records. Expertise in biospecimen handling, LIMS-tracking, assay development, and quality assurance reporting. Proven ability to manage laboratory processes, train staff, and provide consultancy on lab operations and quality assurance.

- Optimized lab operations and streamlined biospecimen database management, resulting in a 25% increase in operational efficiency and improved accuracy in LIMS.
  - Achieved 100% compliance with cGMP, CFR, CLIA, and CAP standards, reducing procedural errors by 20%.
  - Spearheaded quality assurance and assay development programs, leading to a 30% improvement in lab procedures through continuous training and process refinements.
  - Increased operational efficiency by 25% through optimization of lab workflows and biospecimen database management.
  - Optimized lab operations and streamlined biospecimen database management, resulting in a 25% increase in operational efficiency and improved accuracy in LIMS.
  - Spearheaded quality assurance and assay development programs, leading to a 30% improvement in lab procedures through continuous training and process refinements.
- 

### **EDUCATION**

- Henry Ford Innovation Institute (HFII) Fellowship; Davidson Innovation in Digital Health
  - Social Entrepreneurship, University of Detroit Mercy, College of Business Administration
  - Master of Science (M.S.) Clinical Research Administration, Eastern Michigan University
    - CLRA510, Drug Development
    - CLRA540, Advance Topic Clinical Study Management
    - CLRA 591, Audit Inspection for Fraud Misconduct
    - CLRA520, Clinical Study Administration I
    - CLRA530, Clinical Study Administration II
    - CLRA561, Legal issues in Drug Development
    - CLRA575, Ethical Issues Clinical Research
    - CLRA581, Regulatory Affairs in Drug Development I
    - CLRA582, Regulatory Affairs in Drug Development II
  - Bachelor of Science (B.S.) Double Majors, Biology/Chemistry, Eastern Michigan University
-

### COMMUNITY ENGAGEMENT

- Board Member, eMERGe, Henry Ford Health - Employee Resources Group (ERG)- 2024
  - Committee Member, HFH Stroke Quality Committee - 2024
  - Mentor High school student for RYSE MED at Henry Ford Health-2024
  - Board Member, Emgage Michigan Chapter -2023
  - Legislative Ambassador, American Cancer Society -ACS-2022
  - Lead the Educational Subcommittee Midwest Chapter American College of Healthcare Executives, 2021
  - Committee Member, Michigan Protected Commission (MPC)-MDHHS -2021
  - Wayne County Complete Count Committee (Census)-2020
  - Dearborn City, Election Inspectors -2020
  - Mentor High School Students through SMASH, Wayne State University -2019
  - Committee Member, Henry Ford Health Ethics Committee-2019
- 

### PROFESSIONAL DEVELOPMENT & AWARDS

- LEAN Silver Certificate for Healthcare Leaders, Henry Ford Health, 2024
  - Community Award, American College of Healthcare Executives (MCACHE), 2023
  - Neurology Certifications (NIHSS, mRS, MoAC), 2023
  - CITI Certifications: GCP, HSP, CRC, 2023
  - Peer-Review Certification, GENE Journal, 2023
  - Social Entrepreneurship Certification, University of Detroit Mercy, 2022
  - Peer-Review Certification, PLOS ONE Journal, 2024
  - Certificate of Achievement, Grant Writing, Wayne State University, 2023
  - Public Health and Leadership Certificate, North Dakota Public Health Foundation, 2023
  - Laboratory Director Certification, CoAL, 2022
  - Lab Management Certification, ASCP-AFP, 2018
  - American Red Cross Diligence and Outstanding Performance Award, 2012
  - Phi Theta Kappa Honor Society Award, Wayne County Community College
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### PUBLICATIONS AND PRESENTATIONS

#### **Publications**

- **Aldilaimi, A.**, Irwin, M., Kass, D. “A Comparison of Two Methods of Template Amplification for Next-Generation Sequencing: Implications of Polyclonal Formation on DNA Sequence for Cancer Tissues.” *Eastern Michigan University Master's Theses*, 2016. [Link to Dissertation](#).
- Bava, E. P., Sanfrancesco, J. M., Alkashash, A., Favazza, L., **Aldilaimi, A.**, et al. “Acquired Cystic Disease Associated Renal Cell Carcinoma: A Clinicopathologic and Molecular Study of 31 Tumors.” *Human Pathology*, 2024. <https://doi.org/10.1016/j.humpath.2024.06.002>



**Presentations**

- **Clinical Research Trial - Bright Study (Lumosa), 2023:** Presented to the Neurology Department, highlighting key aspects of clinical trial operations and the impact of research outcomes on patient care.
- **Human Genome Project and Genomic Medicine Presentation:** Delivered to high school students through the RYSE MED program at Henry Ford Health, 2024.
- **Optimizing Exosome Sample Collection:** Educated interventional radiology nurses on research methodologies and best practices for sample collection, specifically focusing on thrombectomy-derived exosomes.
- **Human Genome Project & Genomic Medicine – SMASH Program, Wayne State University, 2019** Educated high school students on genomic medicine, covering foundational concepts from the Human Genome Project and its impact on precision medicine.
- **Comparing Template Amplification Methods for NGS – Graduate Research Conference, Eastern Michigan University, 2016,** Presented research on the effects of template amplification methods on DNA sequencing accuracy, with implications for cancer diagnostics and patient-centered research.
- **Digital Pathology & Patient-Centered Care – Henry Ford Health-Innovation Institution, 2021,** Delivered insights on digital pathology innovations in healthcare, highlighting its role in improving access to high-quality, patient-centered care for urban and international communities.

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**PEER REVIEWER FOR SCIENTIFIC ARTICLES**

Abbas, M. A., Abo Shady, H. M., Elshafey, O. H. A., & Al-Sheikh, N. M. (2023). Association between expression levels of p53, miRNA-21, and lncRNA-TCL6 and the risk of preeclampsia in pregnant women. *Gene Journal*, PMID: 37898451, DOI: <https://doi.org/10.1016/j.gene.2023.147932>

Hua, Y., Xie, D., Zhang, Y., Wang, M., Wen, W., & Sun, J. (2023). Identification and analysis of key genes in adipose tissue for human obesity based on bioinformatics. *Gene Journal*, Advance online publication. PMID: 37659596. <https://doi.org/10.1016/j.gene.2023.147755>

Naik, A., Dalpatraj N., Thakur N., (2023). Comparative analysis of the occupancy of Histone H3 Lysine 4 methylation in the cells treated with TGF $\beta$  and Interferony. *Gene Journal*, Advance online publication. <https://doi.org/10.1016/j.gene.2023.147601>

Mohammed, S., Mohamudha P.R. (2024). Splice Site Recognition - Deciphering Exon-Intron Transition for Genetic Insights Using Enhanced Integrated Block-Level Gated LSTM Model. Prince Sattam bin Abdulaziz University, Dept. of Software Engineering, *Gene Journal*.

Aggarwal, S., Rajiv, N., Daman, S., Kamna, S. (2024). Diagnostic Potential of SORT1 Gene in Coronary Artery Disease. Evaluated the study's methodology and the implications of the SORT1 gene in the diagnostic landscape of coronary artery disease.

Shinsato, R., Correa, C., Herai, R.H. (2024). Genetic Network Analysis Indicates That Individuals Affected by Neurodevelopmental Conditions Have Genetic Variations Associated with Ophthalmologic Alterations: A Critical Review of Literature.

**AKRAM ALDILAIMI, MS, BS, MLS, CRC**

Gunda, B., Sipos, I., Stang, R., Böjti, P., Dobronyi, L., Takács, T., Berényi, T., Futácsi, B., Barsi, P., Rudas, G., Kis, B., Szikora, I., & Bereczki, D. (2020). Comparing extended versus standard time window for thrombectomy: Caseload, patient characteristics, treatment rates and outcomes—a prospective single-center study. *PLOS ONE Journal*, 2024

Dai, A., Liu, C., Song, D., Luo, L., Li, S., Zhou, Y., Huang, Z., Zhu, T., Shi, J., & Zhang, W. (Year). Immediate effects of different acupuncture frequencies on neural activity in brain regions of post-stroke hemiplegic patients: A randomized controlled trial based on ALFF analysis. *PLOS ONE Journal*, 2024

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# OFFICE OF THE MAYOR

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**TO:** CITY CLERK  
**FROM:** MAYOR ABDULLAH H. HAMMOUD  
**SUBJECT:** REAPPOINTMENT - TRAFFIC COMMISSION  
**DATE:** MARCH 6, 2025

I hereby certify that the following appointment has been made to the Traffic Commission in accordance with the provisions of City of Dearborn Code of Ordinance Section 18-26 and City Charter Section 10.9.

See C.R. \_\_\_ *Insert the CR that confirmed this appointment* \_\_\_\_\_

**Name:** Alawi Saleh

**Status:** New Appointment

**Filling a Vacancy for:** Thomas A. Barszczowski, resigned on November 16, 2023. His term ends on June 30, 2026

**Term Duration:** 3 Years

**Appointment Term Ending:** June 30, 2026

**Attendance:** N/A

**Phone:** (313) 415-1389

**Email:** [alawisaleh247@yahoo.com](mailto:alawisaleh247@yahoo.com)

**Mailing Address:** 4092 Bingham Street, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Police Department  
cc: Law Department



# Dearborn Commissions Application

**Submission Date**

May 16 2024

**First Name**

Alawi

**Last Name**

Saleh

**Phone**

+13134151389

**Email**

[alawisaleh247@yahoo.com](mailto:alawisaleh247@yahoo.com)

**Home Address**

4092 Bingham Street, Dearborn, MI, USA

**Years of Residency in Dearborn**

23 years

**Occupation**

Principal RF engineer

**Company**

KLA Labs

**Length of Service**

13 years

**Business Address**

6800 Chase Rd. Dearborn MI 48126

**Business Telephone Number**

3138463800

**Level of Education**

University Degree

**Name of Educational Institution & Graduation Year**

Davenport University

**Commissions & Boards**

Traffic Commission

**Why do you want to join this commission?**

[ This question was not answered ]

**Are you a veteran?**

No

**Which Branch Did You Serve?**

[ This question was not answered ]

**What Was Your Rank?**

[ This question was not answered ]

**Years of Service?**

[ This question was not answered ]

**Memberships, Civic Activities, and Awards Received**

[ This question was not answered ]

**Do you Have a Resume?**

Yes

**Description of Professional History**

[ This question was not answered ]

## Resume

PDF Alawi Saleh.pdf

Submitted on May 16 2024

Powered by  **monday.com**

Alawi Saleh

Phone: (313) 415-1389

Email: alawisaleh247@yahoo.com

**Professional Summary:**

Detail-oriented, result-driven Principal RF Engineer with 13 years of experience in successfully delivering wireless network projects. Possess solid skills in design, commissioning, and optimization of Distributed Antenna Systems (DAS) for large venues including stadiums, airports, hospitals, manufacturing plants, government buildings, high-rise buildings, universities, and campuses. Known for outstanding performance KPI results, reducing project costs through innovative design techniques, and enhancing signal quality to achieve higher modulation schemes by implementing design changes, PIM elimination, and optimization.

**Professional Experience:**

**KLA Laboratories**

**Principal RF Engineer**

**December 2011 – Present**

Led design, commissioning, and optimization of DAS systems for various large-scale projects.

Implemented innovative design techniques, reducing project costs and improving efficiency.

Increased signal quality in DAS systems, enabling higher modulation schemes through targeted design changes and PIM elimination.

Consistently delivered outstanding performance KPI results, enhancing overall system performance and reliability.

**Senior DAS Engineer**

**January 2017 – December 2020**

Managed complex DAS projects, overseeing design and optimization to ensure high-quality performance.

Collaborated with cross-functional teams to address technical challenges and deliver solutions.

Conducted extensive testing and validation to ensure system integrity and performance.

**DAS Lead Engineer**

**January 2015 – December 2016**

Supervised a team of engineers in the development and implementation of DAS projects.

Provided technical guidance and support, fostering a collaborative and productive work environment.

Ensured project milestones were met on time and within budget.

**DAS Engineer****January 2013 – December 2014**

Developed and optimized DAS designs for various types of buildings and facilities.

Conducted site surveys and analyses to determine optimal system configurations.

Enhanced system performance through continuous monitoring and adjustment.

**IT Engineer****December 2011 – December 2012**

Supported IT infrastructure and network systems, ensuring smooth operation and minimal downtime.

Assisted in the transition from IT roles to specialized DAS engineering roles, leveraging IT knowledge to support RF engineering projects.

**Ford Motor Company****IT Engineer****June 2011 – December 2011**

Provided IT support and services, maintaining network systems and resolving technical issues.

Collaborated with team members to enhance IT infrastructure and support business operations.

**Education:****Bachelor of Science in Information Technology**

Davenport University, 2011

**Skills:**

DAS Design and Optimization

Wireless Network Engineering

PIM Elimination Techniques

Signal Quality Enhancement

Project Management

Cross-Functional Team Collaboration

Performance KPI Analysis

Cost Reduction Strategies

IT Infrastructure and Support



**Certifications:**

iBwave Level 3 (Highest Level)

Corning Certified

JMA Certified

CommScope Certified

ADRF Certified

Cisco Certified Network Associate (CCNA)

Cisco Certified Network Professional (CCNP)

Certified RF Engineer (CRE)

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# OFFICE OF THE MAYOR

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**TO:** CITY COUNCIL  
**FROM:** MAYOR ABDULLAH H. HAMMOUD  
**SUBJECT:** NEW APPOINTMENT - CITY BEAUTIFUL COMMISSION  
**DATE:** MARCH 6, 2025

Pursuant to City of Dearborn Code of Ordinance Section 2-89 and City Charter Section 10.9, the Mayor shall appoint members of the City Beautiful Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

**Name:** Chris Draper

**Status:** New Appointment

**Current Term Ending:** N/A

**Filling a Vacancy for:** N/A

**Term Duration:** 3 Years

**Appointment Term Ending:** June 30, 2028

**Attendance:** N/A

**Phone:** (313) 680-2660

**Email:** [cdraper99@yahoo.com](mailto:cdraper99@yahoo.com)

**Mailing Address:** 815 Monroe Street, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Community Relations  
cc: Law Department

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# OFFICE OF THE MAYOR

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**TO: CITY CLERK**  
**FROM: MAYOR ABDULLAH H. HAMMOUD**  
**SUBJECT: NEW APPOINTMENT - CITY BEAUTIFUL COMMISSION**  
**DATE: MARCH 6, 2025**

I hereby certify that the following appointment has been made to the City Beautiful Commission in accordance with the provisions of City of Dearborn Code of Ordinance Section 2-89 and City Charter Section 10.9.

See C.R. \_\_\_ *Insert the CR that confirmed this appointment* \_\_\_\_\_

**Name:** Chris Draper  
**Status:** New Appointment  
**Current Term Ending:** N/A  
**Filling a Vacancy for:** N/A  
**Term Duration:** 3 Years  
**Appointment Term Ending:** June 30, 2028  
**Attendance:** N/A  
**Phone:** (313) 680-2660  
**Email:** [cdraper99@yahoo.com](mailto:cdraper99@yahoo.com)  
**Mailing Address:** 815 Monroe Street, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

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cc: Community Relations  
cc: Law Department



## Dearborn Commissions Application

**Submission Date**

July 18 2024

**First Name**

Chris

**Last Name**

Draper

**Phone**

+13136802660

**Email**

[cdraper99@yahoo.com](mailto:cdraper99@yahoo.com)

**Home Address**

815 Monroe Street, Dearborn, MI, USA

**Years of Residency in Dearborn**

19

**Occupation**

Key Account Manager

**Company**

Orphalan

**Length of Service**

1

**Business Address**

815 Monroe Dearborn

**Business Telephone Number**

313-680-2660

**Level of Education**

University Degree

**Name of Educational Institution & Graduation Year**

Western Michigan University 1999

**Commissions & Boards**

City Beautiful Commission

**Why do you want to join this commission?**

[ This question was not answered ]

**Are you a veteran?**

No

**Which Branch Did You Serve?**

[ This question was not answered ]

**What Was Your Rank?**

[ This question was not answered ]

**Years of Service?**

[ This question was not answered ]

**Memberships, Civic Activities, and Awards Received**

[ This question was not answered ]

**Do you Have a Resume?**

No

**Description of Professional History**

20+ years in Medical Sales & Marketing

**Resume**

[ This question was not answered ]

Submitted on July 18 2024



## Contact

[www.linkedin.com/in/chris-draper-441270b](http://www.linkedin.com/in/chris-draper-441270b) (LinkedIn)

## Top Skills

Pharmaceutical Sales

Neurology

Pain Management

# Chris Draper

BioPharmaceutical Sales | Gene Therapy | Rare Disease | Ultra Rare Disease | Orphan Disease | Genetic Testing | Biologics | Endocrinology | Dermatology | Injectables | Neurology | Ophthalmology | Immunology | Hepatology  
Detroit Metropolitan Area

## Summary

Sr. Specialty Biopharmaceutical, Neuroscience, Pain Management, Women's Health, Dermatology, Urology, Asthma & Allergy, Immunology, Gastroenterology, Hepatology, Cardiology, Hematology, Rheumatology, Ophthalmology, Endocrinology, Injectables, Biologics, Buy & Bill, Rare Disease, Ultra Rare Disease, Orphan Disease, Genetic Testing, Gene Therapy, Molecular Diagnostic Sales, Sales Trainer, Key Account, Strategic Account Manager And Consultant Covering The Greater Detroit, MI Area.

Passionate, Patient Focused, Consistent Top Performer With A Highly Diverse Specialty Rare Disease & Ultra Rare Disease Sales Background.

- Angioedema (HAE) | Rare Disease
- Cervical Dystonia | Rare Disease
- Myesthenia Gravis | Rare Disease
- Amyloidosis (HATTR) | Rare Disease
- Retinitis Pigmentosa (RP) | Rare Disease
- Acromegaly | Rare Disease
- Epidermolysis Bullosa (EB) | Rare Disease
- Generalized Lipodystrophy (GL) | Rare Disease
- Wilson Disease (WD) | Rare Disease

### Skill Sets Include:

- Rare Disease | Ultra Rare Disease | Orphan Disease
- Injectables | Biologics | Buy & Bill | Reimbursement
- Neuroscience | Neurology | Movement Disorders
- Immunology | Endocrinology | Pain Management
- Pediatric Endocrinology | Cardiology | Urology
- Physical Medicine & Rehabilitation

- Women's Health | Gastroenterology
- Hepatology | Pediatric Dermatology
- Dermatology | Rheumatology | Eye Care
- Pediatric Ophthalmology | Ophthalmology
- Diagnostic & Genetic Testing Sales
- Rare Disease Genetic Testing Sales
- Gene Therapy | New Product Launch
- Hospital Systems | Resident & Fellow Education
- Exam Room Experience
- Key Account Manager | Strategic Account Manager
- Thought Leader & KOL Development
- Thought Leader Liaison | COE Engagement
- VA Federal Government Systems
- National & International Field Sales Trainer
- New Hire Onboarding | Pre Launch Experience
- Start Up
- Pharmaceutical Consulting
- National & International Academy Meeting Selection Representation

#### Large Geography Experience In:

Michigan | Indiana | Ohio | Illinois | Wisconsin | North Dakota | South Dakota | Minnesota | Iowa | Texas | New York | New Jersey | Pennsylvania | Tennessee | Kentucky | Alabama | Massachusetts | Rhode Island | North Carolina | Maryland | Virginia | West Virginia | Maine | Louisiana | Kansas | Arkansas | Colorado | Missouri | Utah | Montana | Oklahoma

#### Accomplishments:

- Multiple Promotion To Sr. Representative.
- Multiple Promotion To Field Sales Trainer.
- Multiple Regional & National Award Winner
- Multiple #1 Rankings
- Multiple Presidents Club Winner.

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## Experience



**Orphalan**

**Key Account Manager**

May 2023 - Present (1 year 11 months)

Greater Detroit, MI

Responsible For The Key Account Management And Rare Disease Promotion Of Wilson Disease Within The Gastroenterology, Liver, Hepatology, Neurology & Movement Disorder Community Across 15 States.

Responsible For The National VA - Veterans Administration Initiative.

[www.orphalan.com](http://www.orphalan.com)

**Amryt Pharma**

1 year 10 months

**Strategic Account Lead - Northeast**

October 2022 - May 2023 (8 months)

Greater Detroit, MI

Responsible For Strategic Account Management And The Ultra Rare Disease Promotion of (GL) Generalized Lipodystrophy Within The Endocrinology Specialist Community.

PROMOTED TO STRATEGIC ACCOUNT LEAD OCTOBER 2022

AMRYT PHARMA ACQUIRED BY CHIESI GROUP APRIL 2023

**Rare Disease Specialist - Endocrinology**

April 2022 - October 2022 (7 months)

Greater Detroit, MI

Responsible For The Ultra Rare Disease Promotion of (GL) Generalized Lipodystrophy Within The Endocrinology Specialist Community.

**Rare Disease Specialist - Dermatology**

November 2021 - October 2022 (1 year)

Greater Detroit, MI

Responsible For The Rare Disease Promotion Of EB Epidermolysis Bullosa Within The Dermatology Community In The Great Lakes Region.

**Rare Disease Specialist - Endocrinology**

August 2021 - November 2021 (4 months)

Greater Detroit, MI

Responsible For The Rare Disease Promotion Of Mycapssa Within The Acromegaly Endocrinology Specialist Community In The Great Lakes Region.

CHIASMA PHARMACEUTICALS ACQUIRED BY AMRYT PHARMA AUGUST 2021.

### Chiasma

Territory Business Manager

July 2020 - August 2021 (1 year 2 months)

Greater Detroit, MI

CHIASMA PHARMACEUTICALS ACQUIRED BY AMRYT PHARMA AUGUST 2021

Responsible For The Rare Disease Promotion Of Mycapssa Within The Acromegaly Endocrinology Specialist Community In The Great Lakes Region. Key Account, Strategic Account Development & Management.  
Responsible For The Initiation Of The Very 1st Prescriptions In Multiple (PTCs) Pituitary Treatment Centers & Academic Institutions In The Country.  
Ranked #1 Overall In The Nation In 2020.

### Amplify Health

Genetic Diagnostic Liaison - Spark Therapeutics

August 2019 - July 2020 (1 year)

Greater Detroit, MI

Responsible For The Ultra Rare Disease Promotion Of (IRD) Inherited Retinol Disease Genetic Testing And The 1st FDA Approved Gene Therapy In The United States Within The Ophthalmology, Optometry & Eye Care Community Across Michigan And Ohio.  
Key Account, Strategic Account Development & Management.

### Akcea Therapeutics

Rare Disease Specialist

April 2018 - August 2019 (1 year 5 months)

Greater Detroit, MI

Responsible For Tegsedi, Genetic Testing Diagnosis, Ultra Rare Disease Promotion And Injectable Treatment Of HATTR Amyloidosis Within The Neurology And Cardiology Community Across Michigan And Ohio - Gene Silencing RNA Antisense Therapy.

Key Account, Strategic Account Development & Management.

-Selected To Advise The US, Canadian, UK & Nordics Field Sales Force Implementation Of Genetic Testing Diagnosis And Therapy Training & Marketing 2019

## Shire

Acute HAE Regional Business Manager  
November 2016 - April 2018 (1 year 6 months)  
Greater Detroit, MI

Responsible For The Ultra Rare Disease Promotion, Injectable Education, Prophylactic And Acute Care Management Of Hereditary Angioedema (HAE) Within The "GI" Gastroenterology, Asthma, Allergy And Immunology Community Across Michigan, Indiana and Ohio.  
Key Account, Strategic Account Development & Management.

## Roche

Territory Sales Manager  
May 2015 - November 2016 (1 year 7 months)  
Greater Detroit, MI

(Formally "Ariosa Diagnostics" Michigan Market Development Manager) -  
Responsible For Specialty Laboratory Diagnostic Sales, Genetic Testing Education, Market And Account Development To Women's Health Specialists Including: OB/GYN's, Maternal Fetal Medicine Physicians, CNM's, PA's, NP's And Genetic Counselors.

Promotion of The "Harmony Prenatal Test"

- Genetic Testing For Trisomy 21, 18, 13 And Fetal Sex Determination
- Promotion of "HPV Cobas" / Oncology Cervical Cancer Screening
- Selected as Sales Advisory Board Member 2016
- Selected as "Harmony Prenatal Test" Field Sales Trainer 2016

## Allergan

Sr. Neuroscience Sales Executive  
November 2005 - May 2015 (9 years 7 months)  
Greater Detroit, MI

BOTOX (onabotulinumtoxinA)

Extensive Specialty Neuroscience

Biopharmaceutical Sales, Account Development And Therapeutic Injectable Expertise In The Disease States Of: Blepharospasm, Cervical Dystonia, (Rare Disease) Upper Limb Spasticity And Chronic Migraine To Neurologists, Pain Management Specialists, Anesthesiology and Physical Medicine/Rehab Physicians.

Provided Injection Education, Reimbursement, Managed Care And Buy & Bill Support To Physicians And Office Staff.

Key Account, Strategic Account Development & Management.

**Valeant Pharmaceuticals**

**Neuroscience Sales Specialist**

April 2004 - November 2005 (1 year 8 months)

Greater Detroit, MI

Specialty Neuroscience Sales Including: Movement Disorders | Parkinson's Disease | Epilepsy | Myasthenia Gravis (Rare Disease) | Headache | Migraine | Neurology | Neurologists | Field Sales Trainer

**Warner Chilcott**

**Sr. Professional Pharmaceutical Sales Representative**

May 2000 - April 2004 (4 years)

Greater Detroit, MI

Specialty Sales Including: Dermatology | Dermatologists | Aesthetics | Women's Health | OB/GYN's | Urology | Urologists | Field Sales Trainer

**Savage Laboratories, Inc.**

**Pharmaceutical Sales Representative**

July 1999 - May 2000 (11 months)

Greater Detroit, MI

Specialty Sales Including: Women's Health | OB/GYN's

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## Education

**Western Michigan University**

BA, Criminal Justice / Communications · (1995 - 1999)

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# OFFICE OF THE MAYOR

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**TO: CITY COUNCIL**  
**FROM: MAYOR ABDULLAH H. HAMMOUD**  
**SUBJECT: NEW APPOINTMENT - HOUSING COMMISSION**  
**DATE: MARCH 6, 2025**

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

**Name:** Nicole Golich

**Status:** New Appointment

**Filling a Vacancy for:** Amanda McClanahan, resigned January 31, 2025

**Current Term Ending:** June 30, 2027 to complete Amanda McClanahan's term

**Term Duration:** 5 Years (2 Years to end Amanda McClanahan's term)

**Attendance:** N/A

**Phone:** (313) 943-2845

**Email:** [ngolich@dearborn.gov](mailto:ngolich@dearborn.gov)

**Mailing Address:** 2951 Greenfield Road, Dearborn, MI 48120

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Public Works and Facilities Department  
cc: Law Department

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# OFFICE OF THE MAYOR

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**TO: CITY CLERK**  
**FROM: MAYOR ABDULLAH H. HAMMOUD**  
**SUBJECT: NEW APPOINTMENT - HOUSING COMMISSION**  
**DATE: MARCH 6, 2025**

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

See C.R. \_\_\_ *Insert the CR that confirmed this appointment* \_\_\_\_\_

**Name:** Nicole Golich

**Status:** New Appointment

**Filling a Vacancy for:** Amanda McClanahan, resigned January 31, 2025

**Current Term Ending:** June 30, 2027 to complete Amanda McClanahan's term

**Term Duration:** 5 Years (2 Years to end Amanda McClanahan's term)

**Attendance:** N/A

**Phone:** (313) 943-2845

**Email:** [ngolich@dearborn.gov](mailto:ngolich@dearborn.gov)

**Mailing Address:** 2951 Greenfield Road, Dearborn, MI 48120

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Public Works and Facilities Department  
cc: Law Department



## Dearborn Commissions Application

### Submission Date

March 04 2025

### First Name

Nicole

### Last Name

Golich

### Phone

+3139432845

### Email

[ngolich@dearborn.gov](mailto:ngolich@dearborn.gov)

### Home Address

2951 Greenfield Road, Dearborn, MI, USA

### Years of Residency in Dearborn

35

### Occupation

Deputy Director

### Company

City of Dearborn

### Length of Service

18

### Business Address

2951 Greenfield Rd

**Business Telephone Number**

3139432845

**Level of Education**

University Degree

**Name of Educational Institution & Graduation Year**

Madonna University 2016

**Commissions & Boards**

Housing Commission

**Why do you want to join this commission?**

As a lifelong resident of Dearborn for 35 years and a dedicated city employee, I am deeply invested in the well-being and future of our community. I have a strong understanding of the city's needs, challenges, and opportunities, which has fueled my passion for ensuring that our senior residents have access to safe, affordable, and well-maintained housing. My experience working for the city has given me valuable insight into local government operations, infrastructure, and public services, allowing me to bring a well-rounded perspective to the Housing Commission. I want to contribute to policies and initiatives that support sustainable development, improve housing accessibility, and enhance the quality of life for all Dearborn residents. Serving on the Housing Commission would allow me to continue advocating for the community I call home and help shape the future of housing in our city.

**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 Goodfellows 10-year member Dearborn Goodfellow of the Year 2020

**Do you Have a Resume?**

Yes



## Description of Professional History

[ This question was not answered ]

## Resume

PDF Nicole Golich  
...5.pdf

Submitted on March 04 2025

Powered by  **monday.com**

# Nicole Golich

## EDUCATION

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**MADONNA UNIVERSITY**  
B.A., *Science*

**Livonia, MI**  
*April 2016*

## EXPERIENCE

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**CITY OF DEARBORN- Department of Public Works**  
**Deputy Director**

**Dearborn, MI**  
*March 2022 – Present*

- Supervises staff to include: prioritizing and assigning work; coordinating staff training; and supporting personnel procedures.
- Manages daily operations, including: reviewing and approving purchase requisitions for department supplies; analyzing policies and procedures and making recommendations for improvement; and managing compliance with laws and regulations.
- Responsible for the management of all contracts within the department
- Implements construction projects, including: prioritizing project tasks; allocating resources; and coordinating staff and contractor work to ensure efficiency and effectiveness.
- Prepares performance, water usage, and related reports.

**CITY OF DEARBORN- Property Maintenance & Development Services**  
**Process Improvement Manager**

**Dearborn, MI**  
*July 2021 – March 2022*

- Assist department head and superintendent with administrative detail; interprets administration policies and procedures; relays instructions, policy and procedural revisions
- Assists in the supervision of other employees as assigned by the department head
- Prepares reports, maintains budget, and facilitates weekly meetings
- Responsible for the management of all contracts within the department
- Ensures superior customer service to all residents to resolve all internal and external issues
- Acts as a liaison with other city departments and divisions

**CITY OF DEARBORN- Property Maintenance & Development Services**  
**Sanitation Supervisor**

**Dearborn, MI**  
*July 2016 – July 2021*

- Provided customer service, including but not limited to: responding to various internal or external residential issues.
- Post invoices and budget information; reconciled cash receipts and reviewed financial documents
- Maintained and entered data for all part-time employees, including payroll, field inspections, and all sanitation billing and data for record keeping
- Supervised part-time staff and all sanitation employees, as well as oversaw parts of the Sanitation contracts

## LEADERSHIP/SKILLS

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### *Volunteer Experience*

- Dearborn Goodfellows Secretary and Dearborn Goodfellow of the Year 2020
- President of Madonna University Early Childhood Club

### *Skills*

- Team-building, supervision, decision-making, organization and problem-solving
- Highly proficient in Microsoft Office suite, including Word, Excel, Outlook & PowerPoint
- AS400 Programming, Code Enforcement, BS&A, On Base, Explorer Pictometry

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# OFFICE OF THE MAYOR

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**TO: CITY COUNCIL**

**FROM: MAYOR ABDULLAH H. HAMMOUD**

**SUBJECT: NEW APPOINTMENT - EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY**

**DATE: MARCH 6, 2025**

Pursuant to State law, and in accordance with the provisions of the City of Dearborn Code of Ordinance Section 7-97, the Mayor shall appoint members on the East Dearborn Downtown Development Authority, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

**Name:** Shiam Said

**Business Name & Address:** Kidcadia/Pine Coast, 13939 Michigan Avenue, Dearborn, MI 48126

**Status:** New Appointment

**Filling a Vacancy for:** Zo Olaby, Business Owner of Zo's Good Burger. Resigned on September 18, 2024 with term ending June 30, 2026

**Current Term Ending:** June 30, 2026

**Term Duration:** 4 Years

**Appointment Term Ending:** June 30, 2026 to complete Zo Olabi's term.

**Attendance:** N/A

**Phone:** (313) 461-0315

**Email:** [ssahoubah@gmail.com](mailto:ssahoubah@gmail.com)

**Mailing Address:** 3528 Brewster, Dearborn, MI 48120

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Economic Development  
cc: Law Department

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## OFFICE OF THE MAYOR

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**TO: CITY CLERK**

**FROM: MAYOR ABDULLAH H. HAMMOUD**

**SUBJECT: NEW APPOINTMENT - EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY**

**DATE: MARCH 6, 2025**

I hereby certify that the following appointment has been made to the East Dearborn Downtown Development Authority Board of Directors in accordance with the provisions of the City of Dearborn Code of Ordinance Section 7-97.

See C.R. \_\_\_ *Insert the CR that confirmed this appointment* \_\_\_

**Name:** Shiam Said

**Business Name & Address:** Kidcadia/Pine Coast, 13939 Michigan Avenue, Dearborn, MI 48126

**Status:** New Appointment

**Filling a Vacancy for:** Zo Olaby, Business Owner of Zo's Good Burger. Resigned on September 18, 2024 with term ending June 30, 2026

**Current Term Ending:** June 30, 2026

**Term Duration:** 4 Years

**Appointment Term Ending:** June 30, 2026 to complete Zo Olabi's term.

**Attendance:** N/A

**Phone:** (313) 461-0315

**Email:** [ssahoubah@gmail.com](mailto:ssahoubah@gmail.com)

**Mailing Address:** 3528 Brewster, Dearborn, MI 48120

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Economic Development  
cc: Law Department



## Dearborn Commissions Application

### Submission Date

December 09 2024

### First Name

Shiam

### Last Name

Said

### Phone

+13134610315

### Email

[ssahoubah@gmail.com](mailto:ssahoubah@gmail.com)

### Home Address

3528 Brewster Street, Dearborn, MI, USA

### Years of Residency in Dearborn

40

### Occupation

Co-owner/operator.

### Company

Kidcadia/Pine Coast

### Length of Service

5

### Business Address

13939 Michigan Avenue St

**Business Telephone Number**

3137719000

**Level of Education**

Doctorate Degree

**Name of Educational Institution & Graduation Year**

School of pharmacy-Wayne state, 2012

**Commissions & Boards**

East Dearborn Downtown Development Authority

**Why do you want to join this commission?**

[ This question was not answered ]

**Are you a veteran?**

No

**Which Branch Did You Serve?**

[ This question was not answered ]

**What Was Your Rank?**

[ This question was not answered ]

**Years of Service?**

[ This question was not answered ]

**Memberships, Civic Activities, and Awards Received**

[ This question was not answered ]

**Do you Have a Resume?**

Yes

**Description of Professional History**

[ This question was not answered ]

## Resume

DOCX Shiam Said's  
R....docx

Submitted on December 09 2024

Monday by  [monday.com](https://www.monday.com)

**Shiam Said**  
3528 Brewster St  
Dearborn, MI 48120  
[ssahoubah@gmail.com](mailto:ssahoubah@gmail.com)  
(313) 461-0315

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## EDUCATION

### **Doctor of Pharmacy**

Wayne State University, Eugene Applebaum College of Pharmacy, Detroit, MI  
May 2012

### **Pre-Pharmacy Student**

Wayne State University, Detroit, MI/Henry Ford Community College, Dearborn, MI  
08/2002-06/2006

## PROFESSIONAL EXPERIENCE

### **Co-Founder**

Kidcadia  
Pine Coast Café  
8/2019-Present

### **Part-time Pharmacist**

PharMor Pharmacy  
3/2018-3/2020

### **Part-time (float) Pharmacist**

CVS Pharmacy, Ann Arbor, MI  
09/2014-3/2018

### **Full-time Staff Pharmacist**

CVS Pharmacy, Dearborn, MI, 8128  
08/2013-1/2014

\*Earned the #1 store in district with overall performance, which takes into account customer service and business metrics

### **Part-time Float Pharmacist**

CVS Pharmacy, Westland-Dearborn, MI  
01/2013-08/2013

### **Social Services and Development Coordinator Assistant**

ACCESS, Dearborn, MI  
3/2001-12/2007

## PHARMACY PRACTICE EXPERIENCES

### **Community Rotations**

- CVS Pharmacy
- 2010
- Dearborn, MI
- Preceptor Name: Soha Beydoun

### **Underserved Clinic Experience**

- Pharmacy Student Volunteer



- 2010-2011
- Huda Clinic
- Detroit, MI

**Directed Study (MTM)**

- Wayne State University
- 2011
- Assisted with HIV MTM Model, prepared patient handouts on HIV treatments.
- Professor: Paul Schiavi

**SERVICE ACTIVITIES**

**Senior Home Presentations**

Meijer, Livonia, MI

April 2012

- Various presentations including importance of compliance, vaccinations, how to dispose of medications.

**HEP VACCINE PROGRAM**

Affirmations, Ferndale, MI

July 10, 2010

- Assisted at Affirmations with the Hepatitis A/B Vaccinations in coordination with ACCESS and HIV Testing.

**Health Fair**

ACCESS Health Fair

June 2002-Oct 2007

- Assisted with a variety of health care screenings for low-income individuals.

**LICENSURES/CERTIFICATIONS**

**Doctor of Pharmacy**

License #: 5302039212

**Immunization Certification**

**BLS Certification**

*References available upon request*



**PARKS  
& RECREATION**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

---

**REQUEST:** Approval of annual "PAWCHELLA" event presented by Friend for Animals of Metro Detroit

**DEPARTMENT:**

Parks & Recreation

**BRIEF DESCRIPTION:**

The Friends for Animals of Metro Detroit respectfully request Council approval to hold the annual Pawchella event (formerly known as the Mutt Strutt) on Saturday, June 7, and Sunday, June 8, from 10 a.m. to 3 p.m. each day.

---

**PRIOR COUNCIL ACTION:**

Annual approval from Council.

---

**BACKGROUND:**

Formally known as the "Mutt Strutt", Pawchella serves as one of the largest annual fundraisers for the Friends of Animals for Metro Detroit. This year's event promises to be a fun-filled weekend, with highlights including a pack walk on Saturday, an adopt-a-thon all weekend, live bands, raffles, food trucks and more.

---

**FISCAL IMPACT:**

City-Services from Parks & Recreation, DPW and the Police Department will be donated for the event.

---

**COMMUNITY IMPACT:**

The event will draw in local and neighboring residents, celebrating 2 days of activities and opportunities to adopt animals.



## **EXECUTIVE SUMMARY AND MEMORANDUM**

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### **IMPLEMENTATION TIMELINE:**

Immediate Effect is Requested.

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### **COMPLIANCE/PERFORMANCE METRICS:**

Parks & Recreation, along with DPW and the Police Department, will communicate as-needed to ensure event requests and logistics are being managed accordingly.

**PARKS  
& RECREATION**

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**TO:** City Council  
**FROM:** Sean Fletcher, Director of Parks & Recreation  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Approval of annual "PAWCHELLA" event presented by Friend for Animals of Metro Detroit  
**DATE:** 2/25/2025

---

### Budget Information

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

### Summary of Request

The Friends for Animals of Metro Detroit respectfully request Council approval to hold the annual Pawchella event (formerly known as the Mutt Strutt) on Saturday, June 7, and Sunday, June 8, from 10 a.m. to 3 p.m. each day. Pawchella promises to be a fun-filled weekend, with highlights including a pack walk on Saturday, an adopt-a-thon all weekend, live bands, raffles, food trucks, and more! To accommodate the event's numerous activities, it is being requested that Reckinger Road be closed from the Library parking lot entrance to the Powerhouse public lot entrance on both June 7 and June 8. Permission to use the Library, FCPAC, and Powerhouse parking lots for event attendees is also being requested. Please note that the Powerhouse lot will need to be closed entirely on June 7 and 8 to accommodate event tents. Additionally, majority of the western parking lot at the Marianne Wright Adoption Center will be snow fenced in per insurance requirements for the event's liquor license. Pawchella is requesting a noise ordinance waiver for the event.

Pawchella is also requesting a fee waiver for the tent permit as well as permission to place three 4'x3' double-sided signs advertising for the event at the intersections below beginning on May 7, 2025.

- Hubbard and Northwood Drive median.
- Outer Drive and Cherry Hill median.
- Outer Drive and Walnut near Southfield median.

These signs would be removed no later than Monday, June 9, 2025.



**PARKS  
& RECREATION**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

---

Immediate effect is requested.

### **Background and Justification**

It is respectfully requested that City Council approve this request to allow for the continued planning and execution of new PawChella event, scheduled for June 7-8, 2025.



**PARKS  
& RECREATION**

## EXECUTIVE SUMMARY AND MEMORANDUM

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### Signature Page

Signed by:

*Jonathon Golich*

CF454FEAC7BC456...

Jonathon Golich 3/10/2025

Assistant Director - Parks & Recreation

DocuSigned by:

*Sean R Fletcher*

503098961A7C461...

Sean R Fletcher 3/10/2025

Director of Parks & Recreation

DocuSigned by:

*Issa Shahin*

1053E1C7585A436...

Issa Shahin 3/10/2025

Police Chief

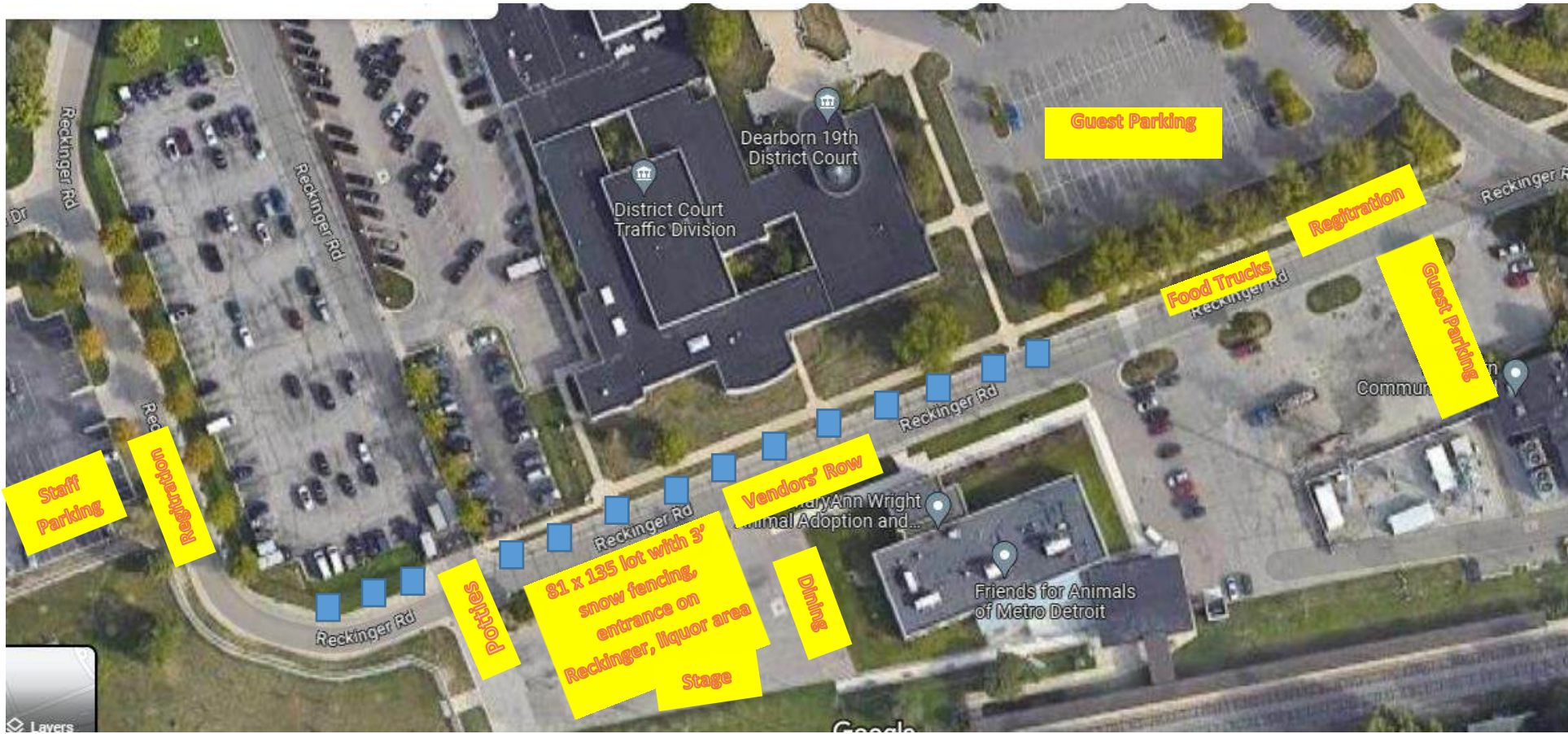
DocuSigned by:

*Tim Hawkins*

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Tim Hawkins 3/10/2025

Director of Public Works & Facilities







**PAWCHELLA**

**2025**





**PARKS  
& RECREATION**

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**REQUEST:** Approval of Annual Sgt. Chris Hampton Memorial 5k Run at Ford Field Park on May 18, 2025

**DEPARTMENT:**

Parks & Recreation

**BRIEF DESCRIPTION:**

The "Sgt. Chris Hampton Memorial 5k Run" is scheduled for Sunday, May 18 at Ford Field Park with a 9 a.m. start time. The event aims to raise awareness for suicide prevention while raising funds for the Chris Hampton memorial. The anticipated turnout for this event is 200 people. A noise waiver for the event is also being requested.

---

**PRIOR COUNCIL ACTION:**

Annual event.

---

**BACKGROUND:**

The Dearborn Police Officers Charities are requesting authorization to conduct this annual 5k run in the name of Sgt. Chris Hampton on Sunday, May 18. The Dearborn Police Department will assist with traffic-control during the event as needed.

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**FISCAL IMPACT:**

N/A

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**COMMUNITY IMPACT:**

Temporary disruptions to traffic-flow on north and south bound Brady Street between 9:00 a.m. and 10:30 a.m.



## **EXECUTIVE SUMMARY AND MEMORANDUM**

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### **IMPLEMENTATION TIMELINE:**

Immediate Effect is Requested.

---

### **COMPLIANCE/PERFORMANCE METRICS:**

Recreation and the Police Department will work to ensure event logistics are managed and adhered to.



**PARKS  
& RECREATION**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

---

**TO: City Council**  
**FROM: Sean Fletcher, Director of Parks & Recreation**  
**VIA: Mayor Abdullah H. Hammoud**  
**SUBJECT: Approval of Annual Sgt. Chris Hampton Memorial 5k Run at Ford Field Park on May 18, 2025**  
**DATE: 3/3/2025**

---

### **Budget Information**

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

### **Summary of Request**

The "Sgt. Chris Hampton Memorial 5k Run" is scheduled for Sunday, May 18 at Ford Field Park with a 9 a.m. start time. The event aims to raise awareness for suicide prevention while raising funds for the Chris Hampton memorial. The anticipated turnout for this event is 200 people. A noise waiver for the event is also being requested. The Police Department will assist with traffic-control during the event as needed.



**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

Signed by:

*Jonathon Golich*

CF454FEAC7BC456...

Jonathon Golich 3/3/2025

Assistant Director - Parks & Recreation

DocuSigned by:

*Sean R Fletcher*

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Sean R Fletcher 3/3/2025

Director of Parks & Recreation

DocuSigned by:

*Issa Shahin*

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Issa Shahin 3/3/2025

Police Chief

DocuSigned by:

*Jeremy Romer* 3/3/2025

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Jeremy Romer

Corporation Counsel









# EXECUTIVE SUMMARY AND MEMORANDUM

---

## Immediate Effect Requested

**REQUEST:** Award of contract for Electric Service Installation for Hard Sided Tent Structures at Camp Dearborn

**DEPARTMENT:** Parks & Recreation Department, in conjunction with Purchasing

**BRIEF DESCRIPTION:** The Parks & Recreation Department, in conjunction with Purchasing, recommends awarding a contract to IB Electric, for the installation of electric service for 10 hard sided tent structures.

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### PRIOR COUNCIL ACTION:

None

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### BACKGROUND:

In 2022 the green canvas-tent structures were demoed and removed from Camp Dearborn property due to safety reasons. Now thankfully due to the injection of Federal ARPA dollars we are able to bring back a new and improved version of the green-tents. The new modular green-tent structures, previously awarded by City Council, require updated electrical service running to them.

---

### FISCAL IMPACT:

\$57,000

---

### COMMUNITY IMPACT:

Visitors of Camp Dearborn will enjoy new camping options in 2025 with the installation of 10 new camping sites, restoring the family camping experience of having 6 people camping under one roof.

---

### IMPLEMENTATION TIMELINE:

Work will begin upon issuance of the contract and permits.

---

### COMPLIANCE/PERFORMANCE METRICS:

The Parks & Recreation staff will confirm adherence to the terms and conditions of the contracted scope of work.





# EXECUTIVE SUMMARY AND MEMORANDUM

## FINANCE

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**TO:** City Council  
**FROM:** City Administration  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Award of Contract to Electrical Service Installation for Hard-Sided Tents at Camp Dearborn  
**DATE:** March 5, 2025

---

### **Budget Information**

Projects:	I20925 – Camp Master Plan Projects
Total Approved Project Budget:	\$
Available Project Budget:	\$
Requested Amount:	\$57,000
Funding Source:	
Supplemental Budget:	\$

### **Summary of Request**

The Parks & Recreation Department, in conjunction with Purchasing, recommends awarding a contract to IB Electric, for the installation of electric service for 10 hard sided tent at Camp Dearborn.

It is respectfully requested that City Council authorize the award. The resulting contracts shall not be binding until fully executed. Immediate Effect Requested.

### **Background and Justification**

In 2022 the green canvas-tent structures were demoed and removed from Camp Dearborn property due to safety reasons. Now thankfully due to the injection of Federal ARPA dollars we are able to bring back a new and improved version of the green-tents. The new modular green-tent structures, previously awarded by City Council, require updated electrical service running to them. The newly installed modular green-cabin structures sleep up to 6 people and will be installed this spring, along with the new electrical service, allowing visitors of Camp to rent and enjoy during the 2025 camping season.

IB Electric is a Dearborn based company, and most recently completed the installation of additional lighting in the Performing Arts Center lobby, as well as the installation of new lighting in the Dearborn Administrative Center. All work was completed on time, on budget and met the contracted scope of work.

### **Procurement Process**

The procurement process was in accordance with Section 2-568 (6)e, Continuity of Professional Services, of the Procurement Ordinance, and all internal policies and procedures. The Purchasing Division requests approval to proceed with the procurement.



# EXECUTIVE SUMMARY AND MEMORANDUM

## FINANCE

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### Signature Page

**Prepared By:**

---

Jay Andrews, Sr. Buyer, Purchasing

**Department Approval:**

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Sean Fletcher, Parks & Rec Director

**Budget Approval:**

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Michael Kennedy, Finance Director/Treasurer

**Corporation Counsel Approval:**

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Jeremy Romer, Corporation Counsel



## **EXECUTIVE SUMMARY**

---

**REQUEST:** Approve the Recreation Passport Grant application for park improvements at Argyle-Williamson Park

**DEPARTMENTS:** Philanthropy & Grants, Parks & Recreation

**BRIEF DESCRIPTION:** The City of Dearborn is applying for funding through the Recreation Passport Grant program to support the improvements at Argyle-Williamson Park.

---

**PRIOR COUNCIL ACTION:** n/a

---

**BACKGROUND:** In the past three years Dearborn has improved numerous playgrounds in order to provide all residents access to great playground equipment. Many of the smaller neighborhood parks in the City have playground equipment that is 20+ years old. A majority of the playground equipment that is 20 years old or older is difficult to find parts for, which results in various aspects of the playground to be “closed” such as slides or climbing pieces. The new playground will provide equipment that's appropriate for both 2-5 year olds and 5-12 year olds.

The Recreation Passport Grant provides an opportunity to secure state funding to help achieve these goals, ensuring Camp Dearborn remains a premier outdoor recreation destination for residents and visitors.

The Recreation Passport Grant program is funded through the sale of Recreation Passports, which replace the Motor Vehicle Permit for state park entrance. Administered by the Michigan Department of Natural Resources (DNR), the program focuses on renovating and improving existing park facilities, though new developments are also eligible.

The city's application for an updated playground at Argyle-Williamson Park aligns with the grant program's mission to enhance local recreational spaces and expand access to outdoor facilities.

---

**FISCAL IMPACT:** Total project cost is \$250,000. This grant will provide \$150,000.00 with a local match of \$100,000.00 funded by the City of Dearborn.

---

**COMMUNITY IMPACT:** If successful, the grant would support the installation of a new playground and artificial playground turf, which eliminates the need to continuously replace engineered wood fiber.

---

**IMPLEMENTATION TIMELINE:**



- April 1, 2025 - Application due date. Application period closes in MiGrants.
- April 2025 - Applicants will receive notifications with questions for explanation, clarification, and/or supplementation of information provided in the application.
- May – July 2025 - Grants Management staff reviews all applications and conducts site visits.
- September 2025 - Preliminary scores available to applicants. Supplemental period begins.
- September to October 2025 - Grants Management staff review supplemental materials and complete final score evaluations.
- December 2025 - Recreation Passport Grant recommended projects are submitted to the DNR Director for final recommendation.
- Early 2026 - Project Agreements are issued in MiGrant

---

**COMPLIANCE/PERFORMANCE METRICS:**

The installation of a new playground at Argyle-Williamson Park will be completed within the agreed project timeline. Increased community engagement and use of the playground.



**TO: Dearborn City Council**  
**FROM: Philanthropy & Grants, Parks & Recreation**  
**SUBJECT: 2025 Recreation Passport Grant Application**  
**DATE: March 7, 2025**

---

**Summary of Request**

The Department of Philanthropy & Grants, in collaboration with the Parks & Recreation Department, recommends City Council approve the attached resolution in support of the City's application to the Recreation Passport Grant program. This grant would fund the development of a new playground at Argyle-Williamson Park. The City will apply for \$150,000.00 provided by the grant, with a local match of \$100,000.00 funded by the City of Dearborn.

**Background and Justification**

In the past three years Dearborn has improved numerous playgrounds in order to provide all residents access to great playground equipment. Many of the smaller neighborhood parks in the City have playground equipment that is 20+ years old. A majority of the playground equipment that is 20 years old or older is difficult to find parts for, which results in various aspects of the playground to be "closed" such as slides or climbing pieces.

The Recreation Passport Grant provides an opportunity to secure state funding to help achieve these goals, ensuring Camp Dearborn remains a premier outdoor recreation destination for residents and visitors. The proposed application is supported by the City of Dearborn's 5-Year Approved Parks and Recreation Plan.

**Immediate effect is requested.**



**Philanthropy  
and Grants**

**MEMORANDUM**

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**Prepared by:**

Signed by:

*Maria Willett*

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Maria Willett – Philanthropy & Grants Director

**Department Approval:**

Sean Fletcher - Parks and Recreation

**Budget Approval:**

DocuSigned by:

*Michael Kennedy*

C34A9F1710C9446...

Michael Kennedy – Finance Director/Treasurer

**Corporation Counsel:**

DocuSigned by:

*Jeremy Romer*

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Jeremy J. Romer – Corporation Counsel

## COUNCIL RESOLUTION

WHEREAS: The replacement of a playground at Argyle-Williamson has been identified as a priority in the 2021-2025 Parks and Recreation Master Plan Camp Dearborn Master Plan; and

WHEREAS: The City of Dearborn supports the submission of an application titled, "Playground Improvements at Argyle-Williamson Park" to the Recreation Passport Grant Program for a new playground; and

WHEREAS: The proposed application is supported by the City of Dearborn's 5-Year Approved Parks and Recreation Plan; and

WHEREAS: If successful, the grant would support the installation of a playground at Argyle-Williamson Park, providing children access to newer playground equipment and an artificial turf play surface.

WHEREAS: New playground equipment will provide neighborhood residents and their children ages 2-12 years old with a safe playground for many years to come; and

WHEREAS, the City of Dearborn is hereby making a financial commitment to the project in the amount of \$100,000 matching funds.

NOW, THEREFORE, BE IT RESOLVED: That the City of Dearborn hereby authorizes the submission of a Recreation Passport Grant Program application for \$150,000.00, and further resolves to make available a local match of \$100,000.00.

BE IT FURTHER RESOLVED: That the Director of Philanthropy & Grants is authorized to submit the Recreation Passport Grant Program application for Playground Improvements at Argyle-Williamson Park; and

BE IT FURTHER RESOLVED: That this resolution shall take immediate effect.



## **EXECUTIVE SUMMARY**

---

**REQUEST:** Approve the Land and Water Conservation Grant application for the improvements at Camp Dearborn

**DEPARTMENTS:** Philanthropy & Grants, Parks & Recreation

**BRIEF DESCRIPTION:** The City of Dearborn is applying for funding through the Land and Water Conservation Fund (LWCF) grant program to support the construction of a new splash pad at Camp Dearborn.

---

**PRIOR COUNCIL ACTION:** n/a

---

**BACKGROUND:** The City of Dearborn recognizes that as the community evolves, so do the needs and desires of its residents. Recently, the city engaged in a master planning process specifically for Camp Dearborn to assess opportunities for modernization and enhanced usage of its facilities.

The LWCF grant provides an opportunity to secure federal funding to help achieve these goals, ensuring Camp Dearborn remains a premier outdoor recreation destination for residents and visitors.

The Land and Water Conservation Fund is a federal program administered in Michigan by the Department of Natural Resources (DNR) on behalf of the National Park Service (NPS). The program provides 50% matching grants to local governments for the development of public outdoor recreation areas and facilities.

The city's application for a splash pad aligns with the LWCF's mission to create and maintain high-quality recreation areas and expand access to outdoor spaces.

---

**FISCAL IMPACT:** Total project cost is \$1,000,000.00. This grant will provide \$500,000.00 with a local match of \$500,000.00 funded by the City of Dearborn.

---

**COMMUNITY IMPACT:** Investing in the splash pad will encourage greater use by visitors and foster healthier lifestyles. By investing in these upgrades, the city aims to create an accessible outdoor space that serves current and future generations.

---





**IMPLEMENTATION TIMELINE:**

- April 1, 2025 – Application period closes in MiGrants.
- April 2025 – Applicants receive notifications requesting clarifications or supplemental information.
- May – July 2025 – Grants Management staff reviews applications and conducts site visits.
- September 2025 – Preliminary scores are sent to applicants.
- September – October 2025 – Supplemental information deadline; final scores released.
- December 2025 – Recommended projects submitted to the DNR Director for review.
- Winter 2025 – Director issues recommended applications. Applicants prepare final application documents for state submission.
- Spring 2026 – Project agreements issued, contingent on National Park Service final approval.

---

**COMPLIANCE/PERFORMANCE METRICS:**

Completion of planned improvements at Camp Dearborn within the agreed project timeline.

Increased community engagement and usage of the renovated facilities.



**TO: Dearborn City Council**  
**FROM: Philanthropy & Grants, Parks & Recreation**  
**SUBJECT: 2025 Land and Water Conservation Fund Application**  
**DATE: March 7, 2025**

---

**Summary of Request**

The Department of Philanthropy & Grants, in collaboration with the Parks & Recreation Department, recommends City Council approve the attached resolution in support of the City's application to the Land and Water Conservation Fund (LWCF) grant program. This grant would fund a splash pad at Camp Dearborn. The City will apply for \$500,000.00 provided by the grant, with the match of \$500,000 funded by the City of Dearborn.

**Background and Justification**

Camp Dearborn is a vital community asset that provides outdoor recreational opportunities for residents and visitors. Through a recent master planning effort, the city has identified priority upgrades that will revitalize the camp, making it more accessible, sustainable, and aligned with modern recreational needs.

By securing this grant funding, the City of Dearborn can make significant strides toward achieving its vision for Camp Dearborn while leveraging federal resources to reduce the financial burden on local taxpayers.

**Immediate effect is requested.**



**Philanthropy  
and Grants**

**MEMORANDUM**

**Prepared by:**

Signed by:

*Maria Willett*

5E7C82870E294AB...

Maria Willett – Philanthropy & Grants Director

**Department Approval:**

Sean Fletcher - Parks and Recreation

**Budget Approval:**

DocuSigned by:

*Maria Willett*

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**Corporation Counsel:**

DocuSigned by:

*Michael Kennedy*

F77919D1421447F...

Michael Kennedy – Finance Director/Treasurer

DocuSigned by:

*Jeremy Romer*

F7A573BA25E3460

Jeremy J. Romer – Corporation Counsel

## COUNCIL RESOLUTION

WHEREAS: According to the City's most recent survey, 43% of participants indicated that a splash pad was one of the additional amenities they would like to see at Camp Dearborn, demonstrating a significant need for investment in recreational infrastructure; and

WHEREAS: As part of the Camp Dearborn Master Plan, the City is dedicated to offering inclusive and accessible facilities for everyone; and

WHEREAS: Splash pads provide a safe, accessible, and engaging recreational space for families and children, promoting physical activity and fostering social interaction; and

WHEREAS: Adding a splash pad with shade structures and comfortable seating is a key component of the City's Master Plan for the beach area at Camp Dearborn, enhancing accessibility, convenience, and enjoyment for all visitors; and

WHEREAS: The proposed location for the splash pad is one of the most visited areas of Camp Dearborn, making it an ideal site for new recreational enhancements; and

WHEREAS: The City of Dearborn supports the submission of an application to the Land and Water Conservation Fund (LWCF) for the development of a splash pad at Camp Dearborn; and

WHEREAS: The proposed application is supported by the City of Dearborn's 5-Year Approved Parks and Recreation Plan; and

WHEREAS: The City of Dearborn is hereby making a financial commitment to the project in the amount of \$500,000 matching funds; and

NOW THEREFORE, BE IT RESOLVED that hereby authorizes submission of a Land and Water Conservation Fund Application for \$500,000, and further resolves to make available its financial obligation amount of \$500,000 (50%) of a total \$ project cost,

BE IT FURTHER RESOLVED: That the Director of Philanthropy & Grants is hereby authorized to submit the Land and Water Conservation Fund (LWCF) grant application for the development of a splash pad and related improvements at Camp Dearborn; and

BE IT FURTHER RESOLVED: That this resolution be given immediate effect.



## EXECUTIVE SUMMARY

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**REQUEST:** Approve the Michigan Natural Resources Trust Fund (MNRTF) Grant application for the development of a fully inclusive playground at Camp Dearborn.

**DEPARTMENTS:** Philanthropy & Grants, Parks & Recreation

**BRIEF DESCRIPTION:** The City of Dearborn is applying for funding through the Michigan Natural Resources Trust Fund (MNRTF) to support the development of a fully inclusive playground at Camp Dearborn. This project aligns with the City's commitment to providing accessible and modern recreational facilities for all visitors.

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**PRIOR COUNCIL ACTION:** n/a

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**BACKGROUND:** According to the City's most recent survey, 52% of Camp Dearborn visitors use the playgrounds. However, the existing playgrounds throughout the camp offer limited accessibility. As part of the new investments in Camp Dearborn, the City is committed to ensuring accessibility for all visitors. The Camp Dearborn Master Plan prioritizes inclusive and accessible facilities, ensuring that all members of the community can fully enjoy the park's recreational offerings.

The vision for Camp Dearborn's playgrounds is to strategically reduce the number of locations while ensuring that new equipment is positioned in areas that best serve the needs of visitors. The Michigan Natural Resources Trust Fund provides an opportunity to secure state funding to help achieve these goals.

Over its 49-year history, the MNRTF has awarded over \$1.4 billion in funding to state and local units of government for the acquisition and development of recreation land in all 83 counties of Michigan. The City's application for a fully inclusive playground at Camp Dearborn aligns with the MNRTF's mission to enhance public outdoor recreation and expand access to high-quality facilities.

As part of the grant application process, the City of Dearborn is required to submit a resolution of support from its highest governing body. This resolution affirms the City's commitment to the project and the financial match requirement of 25% of the total project cost.

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**FISCAL IMPACT:** Total project cost is \$533,400. This grant will provide \$400,000.00 with a 25% local match of \$133,400 funded by the City of Dearborn.

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**COMMUNITY IMPACT:** If successful, the grant would support the installation of a fully inclusive playground at Camp Dearborn, creating a universally accessible recreational space that encourages outdoor play and engagement for children of all abilities. The project will improve overall accessibility, enhance safety, and provide modern, high-quality play structures that promote inclusivity and active lifestyles.



**IMPLEMENTATION TIMELINE:**

- April 1, 2025 – Application period closes in MiGrants.
- April 2025 – Applicants may receive requests for additional information based on an administrative completeness review.
- May - July 2025 – Grants Management staff conducts review of all applications and may conduct site visits.
- August - September 2025 – Preliminary scores are made available to applicants; supplemental information is requested.
- September - October 2025 – Grants Management staff reviews supplemental materials and completes final score evaluations.
- Early December 2025 – MNRTF Board makes final recommendations for funding.
- December 2025 - January 2026 – A bill is prepared and submitted to the Legislature for approval and appropriation of funds for the MNRTF Board’s final recommendations.
- Early to Mid-2026 – Grants Management distributes Project Agreements to grantees, usually by June, pending Legislative approval.
- Mid to Late 2026 – Projects may begin after the Project Agreement has been executed.

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**COMPLIANCE/PERFORMANCE METRICS:**

- Completion of planned playground development at Camp Dearborn within the agreed project timeline.
- Increased accessibility and inclusivity of playground facilities.
- Increased community engagement and usage of the improved playground facilities.



**TO: Dearborn City Council**  
**FROM: Philanthropy & Grants, Parks & Recreation**  
**SUBJECT: 2025 Recreation Passport Grant Application**  
**DATE: March 7, 2025**

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### **Summary of Request**

The Department of Philanthropy & Grants, in collaboration with the Parks & Recreation Department, recommends City Council approve the attached resolution in support of the City's application to the Michigan Natural Resources Trust Fund (MNRTF) grant program. This grant would fund the development of a fully inclusive playground at Camp Dearborn. The City will apply for \$400,000.00 provided by the grant, with the required 25% local match of \$133,400.00 funded by the City of Dearborn.

### **Background and Justification**

Camp Dearborn is a vital community asset that provides outdoor recreational opportunities for residents and visitors. However, many of its existing playgrounds are outdated and not fully accessible. Through a recent master planning effort, the city has identified priority upgrades that will create a safer, more inclusive environment that aligns with modern recreational needs.

By securing this grant funding, the City of Dearborn can take significant strides toward achieving its vision for Camp Dearborn while leveraging state resources to reduce the financial burden on local taxpayers. Additionally, as part of the grant application process, the City must pass a resolution affirming its commitment to the project, ensuring eligibility for funding consideration.

**Immediate effect is requested.**



**Philanthropy  
and Grants**

**MEMORANDUM**

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**Prepared by:**

Signed by:

*Maria Willett*

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Maria Willett – Philanthropy & Grants Director

**Department Approval:**

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Sean Fletcher - Parks and Recreation

**Budget Approval:**

DS

*MHA*

DocuSigned by:

*Michael Kennedy*

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Michael Kennedy – Finance Director/Treasurer

**Corporation Counsel:**

\_\_\_\_\_  
Jeremy J. Romer – Corporation Counsel



## COUNCIL RESOLUTION

WHEREAS: according to the City's most recent survey, 52% of visitors to Camp Dearborn utilize the playgrounds, demonstrating a significant need for investment and improvement in playground infrastructure; and

WHEREAS: as part of the new investments in Camp Dearborn, the City is committed to ensuring smoother accessibility for all visitors. As part of the Camp Dearborn Master Plan, the City is dedicated to offering inclusive and accessible facilities for everyone; and

WHEREAS: existing playgrounds are located throughout Camp Dearborn with varying equipment ages and limited accessibility. The vision for Camp Dearborn's playgrounds is to strategically reduce the number of locations while ensuring the new equipment is located in areas that best serve the needs of visitors; and

WHEREAS: the City of Dearborn supports the submission of an application to the Michigan Natural Resources Trust Fund (MNRTF) for the development of a fully inclusive playground at Camp Dearborn; and

WHEREAS: the proposed application is supported by the City of Dearborn's 5-Year Approved Parks and Recreation Plan; and

WHEREAS: as part of the application, the grantee must fund at least 25 percent of the total project cost. The City of Dearborn's financial commitment to the project shall be \$133,400.00.

NOW, THEREFORE, BE IT RESOLVED: That the City of Dearborn hereby authorizes the submission of a Michigan Natural Resources Trust Fund application for \$400,000.00, and further resolves to make available a local match of \$133,400.00 representing 25% of the total project cost of \$533,400.00.

BE IT FURTHER RESOLVED: That the Director of Philanthropy & Grants is hereby authorized to submit the Michigan Natural Resources Trust Fund (MNRTF) grant application for the development of a fully inclusive playground at Camp Dearborn; and

BE IT FURTHER RESOLVED: That this resolution be given immediate effect.

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## EXECUTIVE SUMMARY

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**REQUEST:** Approval of Western Wayne County Police Mutual Aid Agreement

**DEPARTMENT:** Police

**BRIEF DESCRIPTION:** Mutual Aid Agreement with member/agencies from the Western Wayne County Mutual Aid Consortium

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**PRIOR COUNCIL ACTION:** N/A

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**BACKGROUND:** The Committee revised the agreement in 2017 to provide for an all hazard mutual aid response that consistent with the tenants of the National Incident Management System. This current agreement clarifies commitments, roles, and responsibilities of the member partners.

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**FISCAL IMPACT:**

- N/A
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**IMPACT TO COMMUNITY:**

- The Western Wayne County Mutual Aid Agreement allows for the member agencies to leverage collective resources to minimize exposure, to limit damages, and to restore order as quickly as possible.
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**IMPLEMENTATION TIMELINE:** Immediate effect is requested

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**COMPLIANCE/PERFORMANCE METRICS:** Oversight of the agreement will be monitored by the Police Department.

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**POLICE DEPARTMENT – INVESTIGATIVE DIVISION**

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**TO: CITY COUNCIL**  
**FROM: CHIEF ISSA SHAHIN**  
**VIA: MAYOR ABDULLAH H. HAMMOUD**  
**SUBJECT: WESTERN WAYNE COUNTY POLICE MUTUAL AID AGREEMENT**  
**DATE: FEBRUARY 25, 2025**

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The Dearborn Police Department is an active partner/member in the Western Wayne Mutual Aid. The mutual aid agreement has been revised several times through the years. The Committee revised the agreement in 2017 to provide for an all hazard mutual aid response that consistent with the tenants of the National Incident Management System. This current agreement clarifies commitments, roles, and responsibilities of the member partners.

The jurisdictions with the WWMA continue to face threats to public health and safety from both man-made and natural emergencies and disasters. Incidents include, but are not limited to: fires, snow storms, ice storms, tornadoes, wind storms, wave action, oil spills, water contamination, utility failures, hazardous peacetime radiological incidents, major transportation accidents, aircraft disasters, hazardous materials incidents, epidemics, pandemics, air contamination, blight, drought, infestation, explosions, hostile military or paramilitary actions, active assailants, riots, or civil disturbances capable of causing severe damage to property and danger to life. We must now confront the threats to public health and safety posed by international or domestic terrorist attacks involving chemical, biological, radiological, nuclear, incendiary or explosive (CBRNE) weapons.

This agreement recognizes that the effective, efficient response to any emergency can best be achieved by the application and leveraging of the collective resources of the political jurisdictions that are part of this agreement. This agreement identifies the roles and process that will be implemented if/when these agencies are faced with unfavorable, unforeseen circumstances.

**Immediate effect is requested.**

**Prepared By:**

Signed by:  
  
Lieutenant Michael York, Police

**Department Approval:**

DocuSigned by:

*Issa Shakin*  
\_\_\_\_\_  
Issa Shakin, Chief of Police

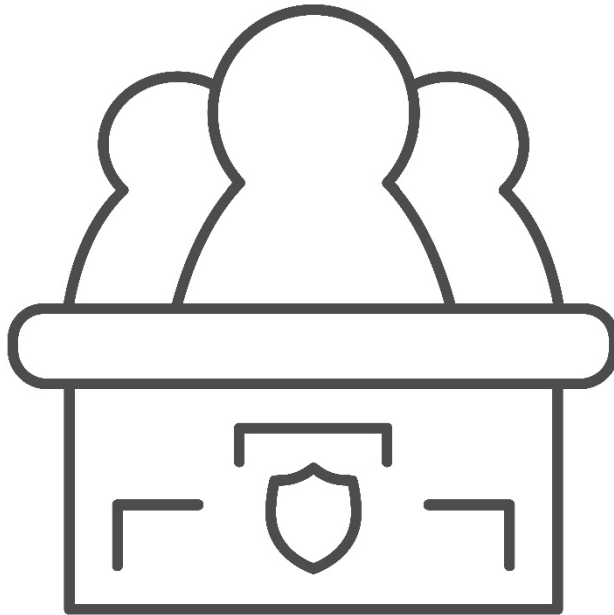
DocuSigned by:

*Jeremy Romer*  
\_\_\_\_\_  
Jeremy R. Romer, Corporation Counsel

DocuSigned by:

*Michael Kennedy*  
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Michael Kennedy, Director of Finance

# **WESTERN WAYNE COUNTY**



# **POLICE MUTUAL AID AGREEMENT**

**October 28, 2024**

## **SECTION ONE**

### **PURPOSE AND SCOPE**

1. The original Western Wayne Mutual Aid Agreement adopted in 1987, was narrowly focused on crowd control and related issues. The document was revised in 2007 and again in 2017 to provide for an all-hazard mutual aid response that consistent with the tenants of the National Incident Management System. This current agreement clarifies commitments, roles, and responsibilities of the member partners.
2. Our jurisdictions continue to face threats to public health and safety from both man-made and natural emergencies and disasters. Incidents include, but are not limited to: fires, snow storms, ice storms, tornadoes, wind storms, wave action, oil spills, water contamination, utility failures, hazardous peacetime radiological incidents, major transportation accidents, aircraft disasters, hazardous materials incidents, epidemics, pandemics, air contamination, blight, drought, infestation, explosions, hostile military or paramilitary actions, active assailants, riots, or civil disturbances capable of causing severe damage to property and danger to life. We must now confront the threats to public health and safety posed by international or domestic terrorist attacks involving chemical, biological, radiological, nuclear, incendiary or explosive (CBRNE) weapons.

## **SECTION TWO**

### **BENEFITS**

1. This agreement recognizes that the effective, efficient response to any emergency can best be achieved by the application and leveraging of the collective resources of the political jurisdictions that are part of this agreement.
2. This agreement recognizes that The National Incident Management System (NIMS) has been adopted by and guides all levels of government, nongovernmental organizations and the private sector to work together to prevent, protect against, mitigate, respond to and recover from planned or unplanned events. NIMS is a comprehensive, nationwide, systematic approach to incident management, including the command and coordination of incidents, resource management, and information management
3. This agreement follows the protocols set forth in the NIMS including the use of the Incident Command System (ICS) as directed under the National Response Framework (NRF). The ICS is a standardized approach to the command, control, and coordination of emergency response providing a common hierarchy within which responders from multiple agencies can be effective. ICS clarifies chain of command improving accountability, improves communication among all disciplines, establishes a systematic planning process, establishes a predesigned management structure, and fosters cooperation between agencies.

**SECTION THREE**

**PARTICIPATING AGENCIES**

This agreement is entered into between the Western Wayne County political subdivisions (“Participating Political Subdivisions”) of the following Participating Agencies:

- Belleville Police Department
- Canton Township Public Safety Department
- Dearborn Police Department
- Dearborn Heights Police Department
- Garden City Police Department
- Huron Clinton Metropolitan Authority Police Department
- Huron Township Police Department
- Inkster Police Department
- Livonia Police Department
- Northville Police Department
- Northville Township Police Department
- Plymouth Police Department
- Plymouth Township Police Department
- Redford Township Police Department
- Romulus Police Department
- Schoolcraft College Police Department
- Sumpter Township Police Department
- Van Buren Township Public Safety Department
- Wayne Police Department
- Wayne County Metropolitan Airport Authority Police Department
- Wayne County Sheriff's Department
- Westland Police Department

1. Agencies may be signatories to more than one Mutual Aid Agreement.

**SECTION FOUR**

**AUTHORITIES AND REFERENCES**

1. Authorities

- National Emergency Management Association - Model Intrastate Mutual Aid Legislation, March 2004
- Michigan Emergency Management Assistance Compact November 11, 2004
- Mutual Police Assistance Agreements Act 236 of 1967, § 123.811 - 123.814
- Michigan Emergency Management Act, Act 390 of 1976

## 2. References

- Western Wayne County Mutual Aid Police Task Force Agreement, October 1, 2017
- Michigan Municipal Risk Management Authority Law Enforcement Committee - Resource Materials Relating to Reciprocal Law Enforcement Aid Agreement Background/History
- National Incident Management System (NIMS), October 2017
- Incident Command System (ICS)
- Wayne County Emergency Management and Homeland Security Operations Plan and Nuclear Facility Emergency Procedures

### **SECTION FIVE**

#### **LAW ENFORCEMENT RESPONDERS DEFINED**

1. A “Law Enforcement Responder” is a first responder, which is a person who has specialized skills, training, knowledge, and experience, and is among the first to arrive at an emergency scene to provide assistance or resolve the incident. Under this definition, an emergency responder may or may not be required to possess a license, certificate, permit or other official recognition for their expertise in a particular field or area of knowledge. A law enforcement responder includes, but is not limited to, police officer, trooper, sheriff’s deputy, reserve officer, or auxiliary officer.
2. Personnel of any responding Participating Political Subdivision while in the jurisdiction of the requesting political subdivision shall have the powers, authorities, duties, and responsibilities as those of the requesting jurisdiction.

### **SECTION SIX**

#### **GOVERNANCE STRUCTURE AND OPERATIONS OVERSIGHT**

1. The Western Wayne County Police Mutual Aid Agreement will be governed utilizing the Western Wayne County Police Mutual Aid Bylaws approved and dated, October 28, 2024.

### **SECTION SEVEN**

#### **RECOGNITION OF LICENSURE AND CERTIFICATIONS**

1. If a person or entity holds a license, certificate or other permit issued by a Participating Political Subdivision or is credentialed by the State in a professional, mechanical or other skill and the assistance of that person or entity is requested by a Participating Political Subdivision, the person or entity shall be deemed to be licensed, certified or permitted in the political subdivision requesting assistance for the duration of the declared emergency or authorized drills or exercises and subject to any limitation and conditions the chief executive,



or their designee, of the Participating Political Subdivision receiving assistance may prescribe by executive order or otherwise. The provisions of the Michigan Emergency Management Act (P.A. 390 of 1976 Sec. 11 as amended; MCL30.411) shall apply when the personnel, equipment or other resources of any participating government respond as an assisting party and provide emergency assistance outside their respective jurisdictions under the agreement.

## **SECTION EIGHT**

### **PROTOCOLS FOR INTEROPERABLE COMMUNICATIONS**

1. The Office of Michigan's Public Safety Communications System (MPSCS) ensures a stable, secure framework of interoperable communications for all state, federal, tribal, and private first responders.
2. To maintain effective operations and communications MPSCS develops policy and procedures to guide staff actions in our support of emergency first responders across Michigan. Through MPSCS policies and procedures this trunked radio system provides rapid response and facilitates cooperation of emergency personnel through statewide coverage and advanced technology.
3. Each political subdivision entering into this Agreement fully supports the inter-operability of our present 800 MHz trunked radio communications systems.
4. The interoperable Event Talkgroups utilized during a WWMA call out will be determined by the Incident Commander and/or the WWMA Liaison at the time mobilization is imminent. The Incident Commander will determine when a situation exists that requires use of an Event Talkgroup and notify his/her dispatch center. The dispatch center having jurisdiction over the location of the incident shall follow internal agency procedures to secure a designated Event Talkgroup(s) through the MPSCS by utilizing an Event Request Form.

## **SECTION NINE**

### **LIABILITY AND INDEMNIFICATION**

1. All activities performed under this agreement are deemed hereby to be governmental functions.
2. Each Participating Political Subdivision shall assume the full responsibility for the actions of its own employees, personnel, and/or agents acting pursuant to this Agreement as to liability and as to the payment of benefits to such employees, personnel, and/or agents all to the same extent as such employees, personnel, and/or agents are insured, indemnified and otherwise

protected when acting within the Participating Political Subdivision respective corporate limits.

3. Each Participating Political Subdivision agrees to be responsible for the negligent or wrongful acts or omissions of their respective employees, personnel, and/or agents. Nothing in this Agreement shall be construed as creating an obligation to indemnify or defend any other Participating Political Subdivision, or their employees, personnel, or agents, for any claim, damage, or liability arising out of or stemming from an act or action of a Participating Political Subdivision or their employees, personnel, and/or agents.
4. This section is not intended, and shall not be construed, to waive or limit any immunity defense which the respective governmental entity may have, including, but not limited to, governmental immunity. The indemnity provisions set forth herein shall survive the termination of this Agreement.

## **SECTION TEN**

### **INSURANCE**

1. A Participating Political Subdivision understands and agrees that each participating subdivision shall bear the full and sole responsibility for any and all losses or damages arising out of or connected with any police mutual aid assistance rendered by the Participating Political Subdivision under this Agreement insofar as such costs and expenses relate to its own equipment used or dispatched hereunder, including such expenses and charges for equipment, supplies and materials used, expended, damaged, or destroyed while rendering assistance under this Agreement.
2. Further, it shall be the responsibility of the participating subdivision to insure or indemnify itself against any public liability for injury or damage arising out of the rendering of any law enforcement related assistance pursuant to this Agreement.

## **SECTION ELEVEN**

### **WORKERS' COMPENSATION AND OTHER BENEFITS**

1. Each Participating Political Subdivision shall be responsible for the payment of all benefits to all of its employees, personnel, and/or agents acting pursuant to this Agreement, including, but not limited to the payment of wages, salaries, disability payments, pension benefits, workers' compensation claims, and claims for injuries, damage to or destruction of equipment and clothing, claims for medical expenses and claims for other damages of whatever nature. Responders shall receive any additional state and federal benefits that may be available to them for line of duty deaths.

## **SECTION TWELVE**

### **DEPLOYMENT NOTIFICATION**

1. A Participating Political Subdivision may request assistance of other Participating Political Subdivisions in preventing, mitigating, responding to, and recovering from disasters and emergencies that result in locally declared emergencies, or a request from a Police Chief, Public Safety Director, Sheriff, or their designee, or in concert with authorized drills or exercises as allowed under this agreement. Request for assistance shall be made through the chief executive officer of a Participating Political Subdivision or their police designee.
2. Requests may either be verbal or in writing. Verbal requests will be followed up with a written request or copies of the LEIN messages forwarded to the Mutual Aid Command Liaison Officer who will forward a copy to the Wayne County Homeland Security and Emergency Management.
3. On an initial deployment notification, each Participating Jurisdiction in the requested Zone Control will commit up to ten percent (10%) of their sworn law enforcement personnel to the extent that it does not endanger primary operations and may withdraw loaned personnel or equipment where circumstances require redeployment in their respective jurisdiction. Personnel commitments will take into consideration personnel assigned to special operations teams include, but not limited to, the Western Wayne Special Operations Team (WWSOT), Western Wayne Mobile Field Force (WWMFF) and/or Western Wayne Crisis Negotiation Team (WWCNT). These teams are comprised of personnel from jurisdictions electing to participate in these teams and may or may not be members belonging to the Western Wayne County Mutual Aid Agreement.
4. Before a second or third deployment notification is made within a given Zone Control, each remaining Zone Control will be requested to support the incident with a commitment of ten percent of their personnel as they are able.

## **SECTION THIRTEEN**

### **RECIPROCITY/RIEMBURSEMENT**

1. A Participating Political Subdivision understands and agrees that each Participating Political Subdivision shall bear the full and sole responsibility for any and all costs and expenses arising from, or connected with, any police mutual aid assistance rendered by the Participating Political Subdivision under this Agreement insofar as such costs and expenses relate to its own personnel and equipment used or dispatched hereunder, including such personnel pay and fringe benefits, overtime, backfill of resources, stand by time, equipment, supplies, and materials etc. while rendering assistance under this Agreement.

2. The requesting political subdivision, when making application for federal or state funds for reimbursement of the cost of the emergency operation, shall apply for such funds for responding participating political subdivisions as established under the Michigan Emergency Management Act (P.A. 390 of 1976 Sec. 11 as amended; MCL30.411). Each political subdivision will supply the applicable information and will maintain appropriate records to support such applications.
3. Any fees or re-imburements shall be in accordance with procedures developed by the Mutual Aid Committee and approved by the participating jurisdictions. Any reimbursement received by the requesting political subdivision shall be prorated between all Participating Political Subdivisions in direct proportion to the costs incurred. Should a dispute arise between parties to the agreement regarding reimbursement or fees, the parties will make every effort to resolve the dispute within 30 days of written notice of the dispute to the parties.
4. If an agreement cannot be reached it shall be submitted by the Mutual Aid Committee at the next Western Wayne County Chiefs Meeting for a final decision.

#### **SECTION FOURTEEN**

##### **TERMINATION**

1. It is understood and agreed that any Participating Political Subdivision hereto may at any time withdraw from participating in this Agreement upon the vote of its governing body and serving written notice of such Resolution of Withdrawal to the Western Wayne County Police Mutual Aid Committee; provided, however that any such withdrawal shall in no way change the rights and responsibilities of the remaining Participating Political Subdivisions to each other hereunder.

#### **SECTION FIFTEEN**

##### **DISPUTE RESOLUTION**

1. In the event of any dispute arising out of or relating to this Agreement, both parties agree to first attempt to resolve the matter through good-faith negotiation. If the parties are unable to reach a resolution within thirty (30) days of either party providing written notice of the dispute, the matter shall be referred to the Western Wayne County Police Mutual Aid Committee for investigation and mediation. If this does not result in resolution, the matter will be submitted by the Committee at the next Western Wayne County Police Chief's Meeting for a final decision.

## **SECTION SIXTEEN**

### **MODIFICATIONS AND AMMENDMENTS**

1. This Agreement shall be subject to an annual review by the Western Wayne Mutual Aid Committee, wherein any proposed modifications or amendments may be discussed and agreed upon in good faith. Additionally, any Participating Political Subdivision may propose a change to the Agreement during an after-action review following deployment of the team or upon receipt of information that may impact the Agreement. Any proposed changes must be submitted in writing. Upon mutual agreement, modifications or amendments shall be documented in writing and incorporated into this Agreement. Failure to reach a consensus on proposed changes shall not invalidate the Agreement, and it shall remain in effect until the next annual review.

## **SECTION SEVENTEEN**

### **OPERATIONAL PLAN AND PROCEDURES REQUIREMENT**

1. A Participating Political Subdivision may request the assistance of other Participating Political Subdivisions in preventing, mitigating, responding to, and recovering from disasters and emergencies that result in local state of emergency, or a upon request from a Police Chief, Public Safety Director, Sheriff, or their designee, or in concert with authorized drills or exercises as allowed under this agreement. Request for assistance shall be made through the chief executive officer of a participating political subdivision or their law enforcement designee.
2. Exigent requests may be verbal; however, verbal request will be followed up with a written request or copies of the LEIN messages forwarded to a Mutual Aid Command Liaison Officer and the appropriate Zone Control, who will forward a copy to the Michigan State Police Region 2 South District Liaison and the Wayne County Homeland Security & Emergency Management Director for their visibility.

## **SECTION EIGHTEEN**

### **SUPPLEMENTAL INFORMATION**

#### **1. Disaster Declaration Process**

- a) When an incident occurs, local police, fire and emergency medical services are normally the first to respond. They initially assess the situation, determine its nature, scope and magnitude, and determine if additional assistance is required.
- b) Additional departments and agencies may become involved depending on the nature of the incident. The local emergency management coordinator (EMC) is notified and monitors the situation. If the incident escalates to the point where coordination among

several agencies is required, the EMC activates the local Emergency Operations Center (EOC) and notifies key personnel.

- c) The EMC may recommend that the chief executive of the county or municipality declare a “local state of emergency” under the Michigan Emergency Management Act (Public Act 390 of 1976, as amended), which activates appropriate response and recovery aspects of the local government. Local response procedures are followed as stated in local Emergency Operations Plans (EOPs).
  
- d) If conditions warrant, the local government’s Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) District Coordinator is notified and, in conjunction with the local EMC, assesses the situation and recommends the personnel, services, and equipment needed.

## **2. Request for State Assistance**

- a) If the chief executive determines that the incident is beyond the control of the local government, he or she may request that the Governor declare a “state of emergency” or “state of disaster” under the Michigan Emergency Management Act and activate state assistance in accordance with the provisions set forth in the act.
  
- b) This request is made through the MSP/EMHSD District Coordinator and forwarded to the MSP/EMHSD in Lansing, which notifies the Governor of the nature, scope and magnitude of the situation.

**WESTERN WAYNE  
COUNTY  
POLICE MUTUAL  
AID AGREEMENT**



**BYLAWS**

The Western Wayne County Police Mutual Aid Agreement (WWMA) will adopt the National Incident Management Systems (NIMS) comprehensive, national approach to incident management that is applicable at all jurisdictional levels and across functional disciplines and establishes baseline concepts, processes and protocols for the management of incidents at all levels of governments across all sectors. This will allow our jurisdictions to maintain compliance with federally mandated NIMS activities and thus making more of a contribution to the National Response Framework for the management of catastrophic incidents.

### **SECTION ONE - OFFICERS**

The Western Wayne County Police Mutual Aid participating political subdivisions shall elect the following police personnel who shall serve as members of the Mutual Aid Committee and whose responsibilities shall be as follows:

**Chairperson** - The Chairperson shall officiate over all regular, special and/ or emergency meetings of the participating political subdivisions and shall govern the body in accordance with the organizational and operational procedures.

The Chairperson, or Vice-Chairperson in their absence, shall be the spokesperson for the participating political jurisdictions. All official statements relating to the position of the Western Wayne County Police Mutual Aid Agreement shall be communicated through the Mutual Aid Committee.

The Chairperson shall maintain all records relating to the Mutual Aid Agreement in conjunction with the Secretary.

**Vice-Chairperson** - Shall assume the duties and responsibilities of the Chairperson in their absence.

**Secretary** - The Secretary shall be appointed by the Chair or Vice-Chairperson and serve at their pleasure for any work that is related to the Mutual Aid Agreement.

The Secretary shall record the minutes of meetings and maintain records in conjunction with the chairperson.

**Personnel/Training Director** - Shall be responsible for the training of designated logistic, intelligence, and public relations officers as well as other training needs established by the Mutual Aid Committee. Shall assume the duties and responsibilities of the Chairperson, in the absence of the Chairperson and Vice-Chairperson.

**Operations Director** - Shall be responsible for coordination of all operational plans for any disaster or hazardous situation which may occur within the geographical boundaries of the Western Wayne County Police Mutual Aid participating political subdivisions and shall ensure that copies are on file. Shall assume the duties and responsibilities of the Chairperson in the absence of the Chairperson, Vice-Chairperson or Personnel/Training Director.



## **SECTION TWO - ELIGABILITY FOR OFFICE**

Persons elected to a mutual aid office must be a senior command officer of a member participating political subdivision.

## **SECTION THREE - ELECTION OF OFFICERS**

Elections shall be held at the regular November meeting of the Western Wayne County Chiefs meeting. Terms of office are three year terms beginning in January.

Should a position be vacated prior to the expiration of the term, the chairperson shall recommend a person to the Western Wayne County Chiefs at their monthly meeting a replacement to complete that term of office.

## **SECTION FOUR - MEETINGS**

Mutual Aid Committee meetings shall normally be held at the time and place of the Western Wayne County Chiefs Meeting.

## **SECTION FIVE - VOTING ON MUTUAL AID ISSUES**

One member from each participating political subdivision shall have one vote.

## **SECTION SIX - QUORUM**

Two-thirds of the participating political subdivisions must be represented at a meeting to validate any official action or change in the Mutual Aid Agreement.

## **SECTION SEVEN - ASSOCIATE MEMBERS**

Representatives of various disciplines or other subject matter experts may become non-voting members of the Western Wayne County Police Mutual Aid Agreement with the approval of the Western Wayne Mutual Aid Committee.

## **SECTION EIGHT - RULES OF ORDER**

Meetings shall be governed by the current edition of the Roberts Rules.

The Vice-Chairman shall be the official parliamentarian.

### **SECTION NINE - GENERAL BUSINESS**

All matters relating to the Western Wayne County Police Mutual Aid Agreement or operation of WWMA must be ratified by a simple majority of the members present at the monthly meeting of the Western Wayne County Chiefs Meeting.

No business matters shall be concluded or acted upon unless:

- Proper notification has been made to the members in advance of the meeting and any amendments or revisions of the WWMA Agreement must be in writing to all participating jurisdictions before being voted upon
- Or, at least two-thirds of the members are present at the Western Wayne County Police Chief's Meeting where the new item of business is raised.

### **SECTION TEN - COMMITTEES**

The Chairperson or members of WWMA by simple majority may appoint special committees from among the voting members as it is deems necessary.

### **SECTION ELEVEN - EXPENDITURES**

If there are expenditures in relation to this agreement they must be approved by the Mutual Aid Committee and at least two-thirds of the members present at the Western Wayne County Police Chief's Meeting where the expenditures are present.

**WESTERN WAYNE  
COUNTY  
POLICE MUTUAL  
AID AGREEMENT**



**OPERATIONS PLAN**

## **AUTHORITY**

Operating under the legal authorization of Act 236 MCL 1949 passed 1967 Sections 5.3323 (1) 5.3323 (3) and MCL 30.410(2), municipalities and counties may enter into mutual aid or reciprocal aid agreements or compacts with other counties, municipalities, public agencies, private sector agencies, federal recognized tribal nations or all of these entities.

## **MISSION**

The Western Wayne County Police Mutual Aid (WWMA) political subdivisions recognize that emergencies transcend political jurisdictional boundaries and that intergovernmental coordination is essential for the protection of lives and property and for the best use of available assets both private and public. While familiar hazards such as floods, tornadoes, chemical spills, wildfires, and storms continue to threaten public health and safety in our jurisdictions, terrorism, both domestic and international, has emerged as a serious threat. The system shall provide for police mutual aid assistance among the participating political subdivisions in the prevention of, response to, and recovery from, any disaster or hazardous situation or emergency, in any area of commitment.

## **EXECUTION**

The operation involves the mobilization and commitment of police personnel, attached supporting elements and Western Wayne County Specialty teams, to provide for mutual aid assistance among participating political subdivisions in the prevention of, response to, and recovery from, any disaster, hazardous situation or emergency as set forth in the Western Wayne County Police Mutual Aid Agreement.

Police personnel at the request of a participating political subdivision will provide direct support or will assemble under the direction of the Western Wayne County Police Mutual Aid Command Liaison Officer at a preplanned assembly area, to be further assigned to the Target Jurisdiction and support the forces of the requesting jurisdiction or be employed under the command of the Mutual Aid Command Liaison Officer for such operations as required.

Special response teams shall include, but are not limited to, the Western Wayne Special Operations Team (WWSOT), Western Wayne Mobile Field Force (WWMFF) and/or Western Wayne Crisis Negotiation Team (WWCNT). These teams are comprised of personnel from jurisdictions electing to participate in these teams and may or may not be members belonging to the Western Wayne County Mutual Aid Agreement. These teams shall be governed by their Individual Mutual Aid Agreements or Memorandums of Understanding.

## **TARGET JURISDICTION**

The target jurisdiction is defined as a participating political subdivision in which a disaster, hazardous situation or emergency occurs or one which anticipates a disaster, hazardous situation or emergency to develop. The Chief of Police, Public Safety Director, Sheriff, or their designee, from the target jurisdiction shall be the Incident Commander.

The Incident Commander, will implement the following NIMS components:

- Resource Management to include collaboration and coordination across the participating jurisdictions to systematically manage resources, including personnel, equipment, teams, supplies and facilities.
- Command and Coordination enabling the efficient incident management and coordination through a flexible, standardized incident management structure.
- Establish the Incident Command System (ICS), which defines the operating characteristics, management components, and structure of incident management organizations throughout the life cycle of the incident and provides for the establishment of an On-Scene Command Post and a command structure, headed by an Incident Commander, to direct and control emergency response operations at the scene of an incident.
- Communications and information management to ensure incident personnel and other decision makers have the means and information needed to make and communicate decisions.

Additionally the Incident Commander in coordination with the WWMA Command Liaison Officer will develop response plans as necessary, including but not limited to, the following:

- Isolation and containment
- Crowd and mob containment and dispersal
- Incident situation procedures
- Traffic control
- Integration of other agency and discipline participation
- Recovery procedures
- EOC and key installation security
- After action briefings

### **WESTERN WAYNE COUNTY POLICE MUTUAL AID COMMAND LIAISON OFFICER**

The Mutual Aid Command Liaison Officer will be a qualified, specially designated administrative level Command Officer, not of the Target Jurisdiction. The Command Liaison Officer would preferably be from within the same zone as the Target Jurisdiction; however, any qualified Mutual Aid Command Liaison Officer may be selected. The Command Liaison Officer will have the responsibility and authority to mobilize, assemble, and attach elements of the WWMA to the Target Jurisdiction.

The Command Liaison Officer in cooperation with the Target Jurisdiction will utilize the Incident Command System which is part of the National Incident Management System and will operate from the Target Jurisdiction's Emergency Operations Center (EOC) and establish liaison with the Target Jurisdiction and supporting disciplines. In addition, the Command Officer Liaison in coordination with the Target Jurisdiction Incident Commander will:

- The Command Officer Liaison will facilitate the Target Jurisdiction's request for deployment within existing capabilities by contacting the Zone Control(s) to notify personnel of deployment status. The Liaison will ensure that Zone Control has made contact with the appropriate number of personnel necessary to fulfill the deployment needs.
- Evaluate and establish commitment priorities if multiple jurisdictions are affected when conflict of jurisdictional interests rise.
- Review command strategy. The Command Liaison shall have continuing responsibility to coordinate with Incident Command and the Multi-Agency Coordination Group if it has been established. The MAC Group is an off-site group made up of agency administrators, executives or designees of stakeholder agencies that support Incident Command and the EOC by providing policy guidance and resource allocation.

Additionally, the Command Officer Liaison will coordinate with the Incident Commander of the Target Jurisdiction in developing response plans or implementing the following where needed:

- Isolation and containment
- Crowd and mob containment and dispersal
- Preparedness for curfews, firearms, ammunition, liquor, gasoline and similar items that may need restrictions
- Incident situation procedures
- Traffic control
- Arrest procedures
- Maintaining situation logs
- Executing evacuations and/or shelter in place
- Special needs population
- Information sharing, collection, analyzing, dissemination and security (Fusion Center)
- Prosecutor and court liaison
- Integration of other agency and discipline participation
- Develop a time-phasing procedure for personnel and resources
- Recovery procedures
- EOC and key installation security
- After action briefings

## **PARTICIPATING POLITICAL SUBDIVISION RESPONSIBILITIES**

Member participating political subdivisions shall have personnel trained in the Incident Command System and will assigned to the following positions and responsibilities:

**Zone Control Jurisdiction(s)** will respond to the request of the Target Jurisdiction through the Command Liaison Officer for mutual aid resources.

- Those designated as Zone Control Jurisdictions shall, at the direction of the Command Liaison Officer, contact the respective partner jurisdictions to obtain mutual aid to fulfill the Target Jurisdiction request.
- Zone Control will utilize LEIN to communicate, coordinate, and confirm resource availability and deployment status with the partner jurisdictions within their Zone and relay this information to the Command Liaison Officer.
- They will confirm the number of resources, equipment and supply information available for deployment within their Zone and relay that information to the Command Liaison Officer.
- Zone Control for partner jurisdictions contiguous to the Target Jurisdiction should be considered for deployment first due to their proximity and familiarity with the Target Jurisdiction.
- Additional Zone Control Jurisdictions will be contacted by the Command Liaison Officer for additional support as needed by the Target Jurisdiction.
- LEIN Policies shall be followed when using the LEIN system.

See Attachment 1, Established Zones and Commitments. This attachment shall be updated yearly.

**Division/Group Supervisors** will support the Incident Command through the direction and control of WWMA personnel and resources.

WWMA Division/Group Supervisors will be identified from among each of the participating WWMA jurisdictions. Division/Group Supervisors shall have the continuing responsibility for assisting in formulating response plans for disaster or hazardous situations and training programs for participating jurisdictions.

During deployment, the Division/Group Supervisor will:

- Command and assign specific tasks to WWMA personnel under their control and coordinate with other Division/Group Supervisors. They shall be responsible to the Incident Commander unless jurisdiction has been ceded to higher governmental authority.
- Implement the plan to respond to the critical incident, disaster, or hazardous situation. There can be no delay in taking action in the field and thus a plan should be formed and ready for implementation. Participating jurisdictions should routinely discuss possible courses of action with all disciplines and not wait until a critical incident, disaster, or hazardous situation occurs.
- Utilize WWMA personnel in support of the operation.
- Maintain continuous situational awareness and report changes to the Incident Commander and the Command Liaison Officer.
- Provide for a manageable chain of command within the personnel assigned to them and other Division/Group Supervisors.
- Complete scheduling for WWMA personnel assigned to the incident

**Staging Area Manager** will be assigned to support the incident and shall be responsible for:

- Receiving responding mutual aid personnel, inspecting and recording equipment use at the staging/assembly area.
- Accounting for all WWMA personnel reporting to the incident

The ICS organizational structure can be scaled to incorporate additional elements based on the type, size, scope and complexity of an incident or planned event. As deemed necessary by the Target Jurisdiction in coordination with the Command Liaison Officer, the following positions may be filled with WWMA personnel trained in the following disciplines.

**Logistics Chief** will coordinate with the Target Jurisdiction and:

- Inventory and list available facilities, equipment, and supply resources at local, state and federal levels, to include non-governmental as well as governmental
- Develop a plan for interoperability of all communications systems
- Identify special equipment needs for the team
- Make provisions for transportation of arrestees and temporary detention facilities
- Provide for the procurement and distribution of riot control agents and munitions
- Develop a plan for handling of evacuees, including transportation, feeding, housing, and other temporary requirements
- Record keeping, personnel time records, material and equipment logs
- Provide hydration, nutrition and medical care for all personnel

**Public Information Officer** will coordinate with the Target Jurisdiction to support:

- Public relations and public information activities in coordination with local radio, television, and newspapers, and for the preparation and dissemination of media releases, proclamations, and similar media releases
- Public and elected official information and awareness

**Safety/Medical Officer** will coordinate with the Target Jurisdiction to support:

- Responder Safety and Overall Incident Safety (MIOSHA) and family support
- Implement emergency medical care measures
- Medical capabilities and surge
- Mass Care



**ATTACHMENT 1**

**Established Zones and Commitments**

Police Mutual Aid Task Force Personnel Commitments									
Western Wayne	Zone	Zone control	Community	Total LE officers	1st call (10%)	2nd call (5%)	3rd call (5%)	MATF Total (20%)	
	II-A (ALPHA)			Dearborn Heights	61	6	3	3	12
		XX		Dearborn	186	18	9	9	36
				Garden City	36	3	1	1	5
				Inkster	20	2	1	1	4
				Wayne	25	2	1	1	4
				Westland	75	7	3	3	13
	II-B (BRAVO)			Canton Twp.	90	9	4	4	17
		XX		Livonia	126	12	6	6	24
				Northville	14	1	0	0	1
			Northville Twp.	36	3	1	1	5	
			Plymouth	16	1	0	0	1	
			Plymouth Twp.	28	2	1	1	4	
			Redford	52	5	2	2	9	
			Schoolcraft College	21	2	1	1	4	
II-C (CHARLIE)			Belleville	9	1	0	0	1	
			Huron Twp.	29	2	1	1	4	
			Metro Airport	90	9	4	4	17	
			Metro Parks	53	5	2	2	9	
			Romulus	40	4	2	2	8	
			Sumpter Twp.	18	1	0	0	1	
	XX		Van Buren Twp.	43	4	2	2	8	
			WC Sheriff	20	2	1	1	4	
Western Wayne Totals:				1088	101	45	45	191	

*Commitments Effective 5/23/24*

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NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Belleville Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Belleville Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Canton Township Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Canton Township Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Dearborn Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Dearborn Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Dearborn Heights Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Dearborn Heights Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

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**ADOPTED BY: Garden City Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Garden City Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Huron Clinton Metropolitan Authority Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Huron Clinton Metropolitan Authority Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_



NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Huron Township Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Huron Township Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Inkster Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Inkster Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Livonia Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Livonia Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Northville Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Northville Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

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**ADOPTED BY: Northville Township Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Northville Township Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Plymouth Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Plymouth Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Plymouth Township Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Plymouth Township Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Redford Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Redford Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_



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**ADOPTED BY: Romulus Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Romulus Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Schoolcraft College Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Schoolcraft College Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Sumpter Township Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Sumpter Township Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Van Buren Township Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Van Buren Township Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Wayne Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Wayne Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

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**ADOPTED BY: Wayne County Metropolitan Airport Authority Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Wayne County Metropolitan Airport Authority Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

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**ADOPTED BY: Wayne County Sheriff's Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Wayne County Sheriff's Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOW, THEREFORE, be it resolved that the Western Wayne County Police Mutual Aid Agreement, dated October 28, 2024, which is attached hereto and incorporated by reference is hereby adopted. This Agreement shall not take effect until signed by the individual(s) authorized to sign on behalf of the agency.

**ADOPTED BY: Westland Police Department**

DATE: \_\_\_\_\_

I certify that the foregoing is adopted by the Westland Police Department

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Additional Required Approval: (If necessary)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_







## **FINANCE EXECUTIVE SUMMARY AND MEMORANDUM**

---

**REQUEST:** Award of Cooperative Purchasing of Modular Vehicle Barriers from Advanced Security

**DEPARTMENT:** Police Department, in conjunction with Purchasing

**BRIEF DESCRIPTION:**

The Police Department would like to purchase Modular Vehicle Barriers through a Cooperative Contract with Advanced Security. This will be a one-time purchase.

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**PRIOR COUNCIL ACTION:** Same MV Barriers purchased by the DDA in 2024.

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**BACKGROUND:**

The police department was approved for \$350,000 of 2024-25 CDBG funds under the public facility and improvement category at the City Council meeting on July 23, 2024. The CDBG funds were awarded for traffic safety improvements in East Dearborn.

The city has experienced substantial growth in terms of population and development. This has resulted in an increase in the shared use of roads by motorists, pedestrians, and bicyclists. Investments in traffic calming measures, roadway infrastructure, and equipment are essential in enhancing safe and efficient travel for everyone.

**FISCAL IMPACT:** \$127,872

---

**COMMUNITY IMPACT:**

Modular vehicle barriers provide protection from vehicles entering high pedestrian areas. Traditional barricades and cones are simply not enough to stop an intentional attack or accident that can result in mass casualties. The vehicle barriers would be utilized during events, including in lower income residential areas. Some events requiring enhanced protection include the Memorial Day Parade and the Dearborn/Detroit Community Block Party (Tireman & Littlefield). These events promote community vitality and vehicle barriers will improve their safety.

The city currently utilizes a set of barriers purchased from Advanced Security in downtown West Dearborn. The Department of Public Works reports satisfaction with the product. The barriers are easy to assemble, transport, and store while having the ability to stop large trucks from entering pedestrian areas.

Residents and visitors will benefit from this project including in lower income residential areas. This expenditure specifically provides increased protection for pedestrians and lowers the potential for a catastrophic incident.



## **FINANCE EXECUTIVE SUMMARY AND MEMORANDUM**

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### **IMPLEMENTATION TIMELINE:**

The PO will be issued immediately upon council approval.

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**COMPLIANCE/PERFORMANCE METRICS:** The Police Department will manage the receipt and install of material.



# FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

---

**TO:** City Council  
**FROM:** City Administration  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Award of Cooperative Purchasing of Modular Vehicle Barriers from Advanced Security  
**DATE:** February 25, 2024

**Budget Information**

Project:	Z51525: Traffic Safety - CDBG
Total Approved Project Budget:	\$350,000
Available Project Budget:	\$350,000
Requested Amount:	\$127,872
Funding Source:	Community Development, Economic Development, Equipment – Non-Capital
Supplemental Budget:	N/A

**Summary of Request**

The Police Department, in conjunction with purchasing, recommends the award of a purchase via a cooperative contract for Advanced Security for Modular Vehicle Barriers. The value of the contract is not-to-exceed \$127,872. This will be a one-time purchase.

It is respectfully requested that Council authorize the cooperative contract purchase. Immediate effect is requested in order to expedite the order.

**Background and Justification**

The police department was approved for \$350,000 of 2024-25 CDBG funds under the public facility and improvement category at the City Council meeting on July 23, 2024. The CDBG funds were awarded for traffic safety improvements and equipment in East Dearborn.

The city has experienced substantial growth in terms of population and development. This has resulted in an increase in the shared use of roads by motorists, pedestrians, and bicyclists. Investments in traffic calming measures, roadway infrastructure, and equipment are essential in enhancing safe and efficient travel for everyone.

This specific expenditure will increase pedestrian safety by providing enhanced protection from vehicles.

**Process**

This procurement followed the cooperative purchasing process in accordance with Section 2-569 (Cooperative Purchasing) of the Code of the City of Dearborn. The City is eligible to participate in the PEPPM cooperative program. Contract # 535122-118 was selected following a review of



# FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

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

**Prepared By:**

DocuSigned by:  
*Mark Rozinsky*  
Mark Rozinsky, Purchasing Manager

**Department Approval:**

DocuSigned by:  
*Issa Shahin*  
Issa Shahin, Police Chief

**Budget Approval:**

DocuSigned by:  
*Michael Kennedy* DS  
Michael Kennedy, Treasurer & Finance Director

**Corporation Counsel Approval:**

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



# ADVANCED SECURITY TECHNOLOGIES

**TESTED &  
CERTIFIED**



# MODULAR VEHICLE BARRIER

**COMPLETE SYSTEM**

featuring the **MVB 3X**



- Each MVB3X unit is lightweight at 53lbs
- Easily connect units to close any street
- One person to assemble/dismantle
- Open/close a street in seconds
- Use as an operational gate
- No tools required & zero maintenance
- Custom trailer systems for storage & transportation of up to 10 lanes



**PROTECT AGAINST**



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# TESTED & CERTIFIED

# MVB™ 3X by MIFRAM

## ASTM - F2656-15

Tested & Certified at  
5,513 lbs. @ 30 mph  
Penetration 31.83 ft  
Tested & Certified at  
16,538 lbs. @ 31.06 mph  
Penetration 62.3 ft.

## IWA 14 -1:2013

Tested & Certified at  
5,513 lbs. @ 30 mph  
Penetration 35.76 ft.  
Tested & Certified at  
16,538 lbs. @ 20 mph  
Penetration 34.12 ft.  
Tested & Certified at  
15,876 lbs. @ 30 mph  
Penetration 58.4 ft.

## PAS 68:2013

Tested & Certified at  
5,513 lbs. @ 30 mph  
Penetration 31.83 ft.  
Tested & Certified at  
16,538 lbs. @ 20 mph  
Penetration 29.53 ft.  
Tested & Certified at  
16,538 lbs. @ 30 mph  
Penetration 58.4 ft.

## ~667 KJ Energy Absorption

Absorption  
Equal to 89 Concrete blocks  
of 1M<sup>3</sup> [2.4 Ton - 5,292 lbs.]  
Movement for 1 M Distance  
16,538 lbs. @ 31 mph

### 20 UNIT / 2.5 LANES



### 48 UNIT / UP TO 6 LANES



### 60 UNIT / UP TO 8 LANES



### 72 UNIT / UP TO 10 LANES



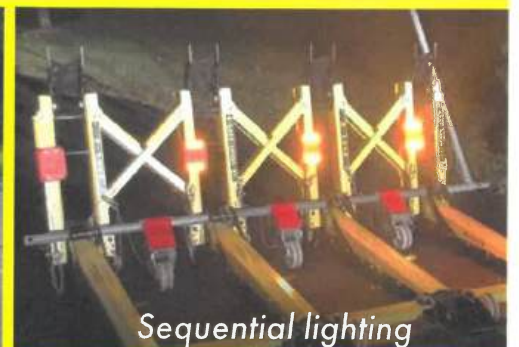
AST trailers are made in the United States and comply with US DOT regulations. Each trailer is specially designed to safely store and transport the MVB3X system inventory. Built with ease of use in mind, every complete system includes the specific number of MVB3X barriers, appropriate size trailer and the accessories to meet your operational requirements.



Lockers for fixed storage



Banners for public information



Sequential lighting



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## **FINANCE EXECUTIVE SUMMARY AND MEMORANDUM**

---

**REQUEST:** Award of Cooperative Purchasing of Dash Mounted Radars from Kustom Signals

**DEPARTMENT:** Police Department, in conjunction with Purchasing

**BRIEF DESCRIPTION:**

The Police Department would like to purchase (15) patrol vehicle speed enforcement radar systems through a Cooperative Contract with Kustom Signals. This will be a one-time purchase.

---

**PRIOR COUNCIL ACTION:** N/A

---

**BACKGROUND:**

The city has experienced substantial growth in terms of population and development. This has resulted in an increase in the shared use of roads by motorists, pedestrians, and bicyclists. Investments in traffic calming measures, roadway infrastructure, and equipment are essential in enhancing safe and efficient travel for everyone.

Speeding and reckless driving adversely affects the safety and welfare of the community. Enforcement is necessary to compliment other traffic calming measures.

---

**FISCAL IMPACT:** \$42,870

**COMMUNITY IMPACT:**

Speeding has been a factor in many serious crashes in the community. The police department frequently receives requests for enforcement, including in east Dearborn neighborhoods, school zones, and parks.

Radar is an effective tool that allows officers to determine the speed of vehicles both while driving and parked on patrol. This equipment would greatly increase the ability of officers to substantiate speeding and reckless driving violations.

This purchase would include 15 additional radar units to be installed in Dearborn police vehicles.

---

**IMPLEMENTATION TIMELINE:**

The PO will be issued immediately upon council approval.

---

**COMPLIANCE/PERFORMANCE METRICS:** The Police Department will manage the receipt and install of material.





# FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

**TO:** City Council  
**FROM:** City Administration  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Award of Cooperative Purchasing of traffic calming products from Kustom Signals  
**DATE:** February 25, 2024

**Budget Information**

Project:	Z51525: Traffic Safety - CDBG
Total Approved Project Budget:	\$350,000
Available Project Budget:	\$350,000
Requested Amount:	\$42,870
Funding Source:	Community Development, Economic Development, Equipment – Non-Capital
Supplemental Budget:	N/A

**Summary of Request**

The Police Department, in conjunction with purchasing, recommends the award of a purchase via a cooperative contract for Kustom Signals for (15) Dash Mounted Radars. The value of the contract is not-to-exceed \$42,870. This will be a one-time purchase.

It is respectfully requested that Council authorize the cooperative contract purchase. Immediate effect is requested in order to expedite the order.

**Background and Justification**

Speeding and reckless driving adversely affects the safety and welfare of the community. Enforcement is necessary to compliment other traffic calming measures.

Speeding has been a factor in many serious crashes in the community. The police department frequently receives requests for enforcement, including in east Dearborn neighborhoods, school zones, and parks.

Radar is an effective tool that allows officers to determine the speed of vehicles both while driving and parked on patrol. This equipment would greatly increase the ability of officers to substantiate speeding and reckless driving violations.

**Process**

This procurement followed the cooperative purchasing process in accordance with Section 2-569 (Cooperative Purchasing) of the Code of the City of Dearborn. The City is eligible to participate in the State of Michigan cooperative program. Contract # 21000000352 was selected following



# FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

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

### Prepared By:

DocuSigned by:  
*Mark Rozinsky*  
Mark Rozinsky, Purchasing Manager

### Department Approval:

DocuSigned by:  
*Issa Shahin*  
Issa Shahin, Police Chief

### Budget Approval:

DocuSigned by:  
*Michael Kennedy* DS  
CK  
Michael Kennedy, Treasurer & Finance Director

### Corporation Counsel Approval:

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



## Revolutionary New RADAR



**The Eagle 3 directional RADAR offers front and rear scan mode in the smallest moving Doppler RADAR on the market. Now you have a better choice!**

### Advanced Target Tracking

- Front and Rear Scan Mode switches to display the antenna with the fastest target (patented)
- DuraTrak™ tracking bars improve target confidence (patented)
- QuikTrak™ one button target tracking with lock (patented)
- ProLock™ one button relock of an accelerating target
- Dual antenna lock supports target tracking from one antenna to the other



Front Moving Opposite Displayed, Scanning Rear Same Direction

### Ultimate Performance

- Faster processing provides greater targeting range and improved target acquisition
- Track Moving Opposite and Same Direction targets at greater distance
- eFork™ electronic tuning fork in remote control replaces traditional tuning forks
- Advanced fork test with mandatory option simplifies testing procedures (patented)
- HVAC fan noise and interference learning
- TruTrak™ with patent pending Wireless Speed Sensing (WSS) eliminates VSS and controversial OBD II use
- Improved performance in poor weather (WSS)
- Radar event log stores locked target data, fork tests and GPS marked location to internal memory
- Certification management with optional lock out (patent pending)



Eagle 3 with Directional Ka-Band antennas



Simple operation



eFork



Bi-directional, RF remote



Touch screen display



GPS



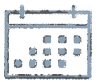
RADAR events



Fan Learning



Sunlight viewable



Certification management

### Color Touch Screen Display

- Display color and position changes with front/rear target tracking
- Selectable color display with one, two, three and five color options
- Display automatically changes to night settings with ambient light sensor
- Complete control with touch screen & menus if remote damaged or misplaced

**Advanced target tracking**

**Front and rear scan mode**

**eFork™ electronic tuning fork**



# Revolutionary New RADAR



**KUSTOM SIGNALS, INC.**<sup>®</sup>

## Standard Configuration

- Color touchscreen display
- Front and rear scan mode (dual antenna units)
- Wireless remote with eFork electronic fork
- Traditional tuning forks
- Choice of antenna and display mounts
- Choice of antenna cable lengths
- Wireless speed sensing (WSS)
- Removable 12 VDC power cable
- Fan noise and interference learning
- Certification management with optional lockout
- Advanced tuning fork test with optional mandatory
- Electronic operator's manual
- Laminated quick start guide
- RADAR events log with 65,000+ events
- NHTSA Conforming Product List

## Options

- In-car video interface
- Serial printer
- Hard carry case
- Online operator certification training
- Magnetic mount for remote
- Remote cable with quick release

## Specifications

Type: Two-piece, Directional Moving / Stationary Doppler radar system.

Frequency: Ka-Band 35.5 GHz ±100 MHz

Accuracy: Stationary ±1 mph (±1km/h)  
Moving +1/-2 mph (+1/-2 km/h)

Size: 1.5" H x 5.2" W x 2.3" D  
(3.8cm x 13.2cm x 5.8cm)

Weight: 0.6lb (0.3kg)

Eagle 3 - Data Sheet - USA Eng - Print - 02/2019

## Color Display Selections



Front targets



Rear targets

One Color Display



Front targets



Rear targets

Two Color Display  
(ideal for night time use)



Front targets



Rear targets

Three Color Display



Front targets



Rear targets

Five Color Display



Certified remote with electronic fork

Configuration and specifications subject to change





## FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**REQUEST:** Award of Cooperative Purchasing of Illuminated Stop Signs and Beacon systems from Tapco

**DEPARTMENT:** Police Department, in conjunction with Purchasing

### BRIEF DESCRIPTION:

The Police Department would like to purchase Traffic Calming Materials including rectangular rapid beacon systems and illuminated stop signs, through a Cooperative Contract with Tapco. These traffic calming measures will be installed in East Dearborn. This will be a one-time purchase.

---

### PRIOR COUNCIL ACTION:

CR 9-490-24 Authorized the purchase of signs from Tapco and speed humps.

---

### BACKGROUND:

The police department was approved for \$350,000 of 2024-25 CDBG funds under the public facility and improvement category at the City Council meeting on July 23, 2024. The CDBG funds were awarded for traffic safety improvements in East Dearborn.

The city has experienced substantial growth in terms of population and development. This has resulted in an increase in the shared use of roads by motorists, pedestrians, and bicyclists. Investments in traffic calming measures, roadway infrastructure, and equipment are essential in enhancing safe and efficient travel for everyone.

**FISCAL IMPACT:** \$141,242.50

---

### COMMUNITY IMPACT:

Products purchased through Tapco are designed to increase safety for all road users at intersections and reduce crashes. This includes illuminated solar-powered signs that draw greater attention to road users.

There are several one-way streets in residential areas in east Dearborn such as Ruby, Colson, Salina, Wyoming, Holly, Lithgow and Wellesley. Adding illumination to one-way signs and similar regulatory signs can reduce inadvertent driving mistakes and wrong-way drivers. This project includes improvements at up to 40 intersections in east Dearborn.



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

---

Illuminated school zone signs will alert drivers approaching school crossing that may not be apparent.

Residents and visitors will benefit from this project including in lower income residential areas.

---

### IMPLEMENTATION TIMELINE:

The PO will be issued immediately upon council approval.

---

**COMPLIANCE/PERFORMANCE METRICS:** The Police Department and DPWF will manage the receipt and install of material.



# FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

**TO:** City Council  
**FROM:** City Administration  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Award of Cooperative Purchasing of traffic calming products from Tapco  
**DATE:** February 25, 2024

**Budget Information**

Project:	Z51525: Traffic Safety - CDBG
Total Approved Project Budget:	\$350,000
Available Project Budget:	\$350,000
Requested Amount:	\$141,242.50
Funding Source:	Community Development, Economic Development, Equipment – Non-Capital
Supplemental Budget:	N/A

**Summary of Request**

The Police Department, in conjunction with purchasing, recommends the award of a purchase via a cooperative contract for Tapco for Traffic Calming Materials for East Dearborn. The value of the contract is not-to-exceed \$141,242.50. This will be a one-time purchase.

It is respectfully requested that Council authorize the cooperative contract purchase. Immediate effect is requested in order to expedite the order.

**Background and Justification**

The city has experienced substantial growth in terms of population and development. This has resulted in an increase in the shared use of roads by motorists, pedestrians, and bicyclists. Investments in traffic calming measures, roadway infrastructure, and equipment are essential in ensuring safe and efficient travel for everyone. Residents and visitors will benefit from this project including in lower income residential areas.

This project is designed to enhance traffic safety in residential areas and school zones through signage improvements.

**Process**

This procurement followed the cooperative purchasing process in accordance with Section 2-569 (Cooperative Purchasing) of the Code of the City of Dearborn. The City is eligible to participate in the Omnia Partners cooperative program. Omnia’s contract # 2020-200 was selected following a review of the procurement process to verify it is consistent with City’s process, as well as the pricing to confirm it provides good value to the City



# FINANCE

# EXECUTIVE SUMMARY AND MEMORANDUM

---

### Prepared By:

DocuSigned by:

*Mark Rozinsky*

D17FEDC142E34C3...  
Mark Rozinsky, Purchasing Manager

### Department Approval:

DocuSigned by:

*Issa Shahin*

1053E1C7585A430...  
Issa Shahin, Police Chief

### Budget Approval:

DocuSigned by:

*Michael Kennedy*

F77919D1121447F...  
Michael Kennedy, Treasurer & Finance Director

DS  
*(Signature)*

### Corporation Counsel Approval:

DocuSigned by:

*Jeremy Romer*

E7A5735A25E3180...  
Jeremy J. Romer, Corporation Counsel





# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**REQUEST:** Extension of Sole Source Contract for Water Meters and Associated Parts

**DEPARTMENT:** The Department of Public Works & Facilities, Water & Sewerage division, in conjunction with Purchasing

**BRIEF DESCRIPTION:** This is a request for approval of a (1) One year extension with Ferguson Enterprises, LLC.

---

**PRIOR COUNCIL ACTION:**

1-13-24- Additional expenditures for water meters, Renewal with Ferguson

---

**BACKGROUND:** Ferguson Enterprises, LLC is the sole authorized distributor for the State of Michigan to provide the Neptune brand parts required. The City of Dearborn requires Neptune brand parts to match the existing Neptune meters and radio reading devices which are installed throughout the city.

---

**FISCAL IMPACT:** Not-to-exceed \$200,000 through 12/31/25.

---

**COMMUNITY IMPACT:** Replacement of old water meters and upgrades to meter system.

---

**IMPLEMENTATION TIMELINE:** This service will continue without interruption.

---

**COMPLIANCE/PERFORMANCE METRICS:** The Department of Public Works & Facilities, Water & Sewerage division will manage this contract.



# FINANCE

# EXECUTIVE SUMMARY AND MEMORANDUM

**TO:** City Council  
**FROM:** City Administration  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Extension of Sole Source Contract for Water Meters and Associated Parts  
**DATE:** February 20, 2025

### Budget Information

Adopted Budget: \$267,500  
 Amended Budget: \$267,500  
 Requested Amount: \$200,000 (Future fiscal years pending budget adoptions)  
 Funding Source: Water Fund, Operating Supplies, Water Meters  
 Supplemental Budget: N/A

### Summary of Request

The Department of Public Works, Water & Sewerage Division, in conjunction with Purchasing, recommends the extension of the sole source contract for water meters and associated parts from Ferguson Enterprises, LLC. The value of the renewal is not-to-exceed \$200,000 and will be valid through December 31, 2025.

It is respectfully requested that Council authorize the renewal. Immediate effect is requested to maintain the City's inventory of water meters and associated parts for its 33,000 water accounts.


### Background and Justification

Ferguson Enterprises, LLC is the sole authorized distributor for the State of Michigan to provide the Neptune brand parts required. The City of Dearborn requires Neptune brand parts to match the existing Neptune meters and radio reading devices which are installed throughout the City.

### Process

This procurement is in accordance with Section 2-568(b)(6)b, Sole Source Procurement, of the Code of the City of Dearborn.

#### **Prepared By:**

DocuSigned by:  
  
 Mark Rozinsky, Purchasing Manager

#### **Department Approval:**


DocuSigned by:  
  
 Tim Hawkins, Director of Public Works & Facilities

#### **Budget Approval:**

DocuSigned by:  
  
 Michael Kennedy, Finance Director/Treasurer

DS  


#### **Corporation Counsel Approval:**

DocuSigned by:  
  
 Jeremy J. Romer, Corporation Counsel

3:37 pm

STATE OF MICHIGAN  
THIRD JUDICIAL CIRCUIT  
WAYNE COUNTY

SUMMONS

CASE NO.  
24-016904-CD  
Hon. Sheila A. Gibson

Court telephone no.: 313-224-5207

Plaintiff's name(s), address(es), and telephone no(s)  
DiSanto, Mark

v

Defendant's name(s), address(es), and telephone no(s).  
City of Dearborn

Plaintiff's attorney, bar no., address, and telephone no  
Scott P. Batey 54711  
30200 Telegraph Rd Ste 400  
Bingham Farms, MI 48025-4506

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

Domestic Relations Case

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

Civil Case

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

previously filed in  this court,  \_\_\_\_\_ Court, where it was given case number \_\_\_\_\_ and assigned to Judge \_\_\_\_\_.

The action  remains  is no longer pending.

Summons section completed by court clerk.

SUMMONS

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

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

Issue date 11/18/2024	Expiration date* 2/17/2025	Court clerk Carla Keefe
--------------------------	-------------------------------	----------------------------

Cathy M. Garrett- Wayne County Clerk.

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

MC 01 (3/23)

SUMMONS

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



**PROOF OF SERVICE**

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

**CERTIFICATE OF SERVICE / NONSERVICE**

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

I have attempted to serve a copy of the summons and complaint, together with the attachments listed below, and have been unable to complete service on:

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

I am a sheriff,deputy sheriff, bailiff, appointed court officer or attorney for a party.

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

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

Signature

\_\_\_\_\_  
Name (type or print)

**ACKNOWLEDGMENT OF SERVICE**

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

\_\_\_\_\_ on \_\_\_\_\_  
Attachments (if any) Date and time

\_\_\_\_\_ on behalf of \_\_\_\_\_

Signature

\_\_\_\_\_

STATE OF MICHIGAN

IN THE CIRCUIT COURT FOR THE COUNTY OF WAYNE

MARK DISANTO,

Plaintiff,

Case No. 24-

-CD

Hon.

v.

CITY OF DEARBORN,

Defendant

---

SCOTT P. BATEY (P54711)  
 Batey Law Firm, PLLC  
 Attorney for Plaintiff  
 30200 Telegraph Road, Suite 400  
 Bingham Farms, MI 48025  
 (248) 540-6800-telephone  
 (248) 540-6814-fax  
[sbatey@bateylaw.com](mailto:sbatey@bateylaw.com)

---

There is no other civil action between these parties arising out of the same transaction or occurrence as alleged in this Complaint pending in this Court nor has any such action previously been filed and dismissed or transferred after having been assigned to a Judge.

**PLAINTIFF’S COMPLAINT**

NOW COMES, Plaintiff, Mark Disanto (hereinafter “Disanto”), by and through her attorney’s Scott P. Batey and the Batey Law Firm, PLLC, and for her Amended Complaint against Defendant states as follows:

1. Plaintiff, Mark DiSanto, is a resident of the City of Dearborn, County of Wayne and State of Michigan.

2. Defendant, Dearborn, City of Dearborn (hereinafter "Dearborn") is a governmental entity whose principal place of business is located at 16901 Michigan Avenue, Dearborn, Michigan 48126 and who is duly authorized to do business in the County of Wayne in the Southeastern District of Michigan

3. The events producing the original injury occurred in Wayne County, Michigan.

4. The amount in controversy exceeds \$25,000.00, exclusive of interest and costs, and jurisdiction and venue are otherwise proper in Wayne County.

5. Plaintiff brings his action for damages stemming from the acts and/or omissions of Defendant constituting violations of the Michigan Whistleblowers Protection Act.

### **GENERAL ALLEGATIONS**

7. Plaintiff incorporates by reference paragraphs 1 through 6 of the Complaint as though fully set forth herein.

8. Plaintiff began his employment with Defendant, Dearborn in 2016 and was most recently employed as a building inspector.

9. During his employment Plaintiff became aware that Defendant, Dearborn hired a person to conduct plan reviews without the proper endorsement and certification as required by State of Michigan code.

10. In late June/early July 2024 Plaintiff complained to Defendant, Dearborn's HR Department that Defendant was in violation of State of Michigan, codes, rules and standards which sets requirements for those reviewing plans.

11. Defendant City of Dearborn is a "public body" pursuant to MCL 15.361(d).

12. Shortly after Plaintiff complained to Defendant's HR Department, Defendant began to retaliate against him by taking unjustified disciplinary actions against him in effort to terminate him.

13. On July 17, 2024 Plaintiff was placed on a Last Chance Agreement for two incidents that allegedly occurred on May 22, 2024 and June 3, 2024.

14. Neither of these incidents were made aware to Plaintiff until after Plaintiff complained to Defendant's HR Department that Defendant, Dearborn was in violation of State codes, rules and regulations.

15. On October 18, 2024 Plaintiff was terminated for reporting to a public body that Defendant, Dearborn was violating state code, rule and/or regulation.

16. Defendant's stated reason for terminating Plaintiff was that he failed to proactively identify himself to a homeowner.

17. Defendant's stated reason for terminating Plaintiff was pretext Plaintiff called the homeowner before going to the house to let them know he was on his way, and the homeowner opened the door and asked Plaintiff who he was before Plaintiff had an opportunity to identify himself.

18. At no time did Defendant interview Plaintiff or give him an opportunity to explain what happened before it terminated him.

19. At all times relevant Plaintiff was an exemplar employee and Defendant had no legitimate basis for his termination.

20. Defendants' actions were intentional or were carried out with deliberate indifference to Plaintiff's rights under state and federal laws.

**COUNT I**  
**VIOLATION OF MICHIGAN'S**  
**WHISTLEBLOWERS' PROTECTION ACT**

21. Plaintiff incorporates by reference paragraphs 1 through 20 as though fully set forth herein.

22. At all times, Plaintiff was an employee and Defendant, Dearborn was his employer covered by and within the meaning of the Whistleblowers' Protection Act, MCLA 15.361, *et seq.*

23. Plaintiff engaged in a protected activity when he reported a violation or suspected violation of a code, rule, law and/or regulation to Defendant's HR Department, a public body.



24. Defendant, Dearborn knew Plaintiff had filed the complaint of a violation a state code, rule, law or regulation.

25. On or about October 17, 2024, Defendant, Dearborn violated the Whistleblowers' Protection Act when it discriminated against Plaintiff regarding the terms, conditions and privileges of his employment by retaliating against Plaintiff and terminating him because he reported a violation or suspected violation of a law, code, regulation, or rule of the State of Michigan.

26. Defendant, Dearborn's actions were intentional.

27. As a direct and proximate cause of Defendant Dearborn's unlawful actions against Plaintiff, Plaintiff sustained, and will sustain in the future, injuries and damages, including, but not limited to, loss of earnings, loss of career opportunities, mental and emotional distress, loss of reputation and esteem in the community, and loss of the ordinary pleasures of everyday life, including the opportunity to pursue gainful occupation of choice.

WHEREFORE, Plaintiff respectfully requests judgment in his favor and against Defendant, City of Dearborn in an amount in excess of \$25,000.00, plus exemplary damages, together with costs, interest and attorney fees and any other relief this Honorable Court deems appropriate.

Respectfully submitted,

**BATEY LAW FIRM, P.L.L.C.**

By: /s/Scott P. Batey  
SCOTT P. BATEY (P54711)  
Attorney for Plaintiff  
30200 Telegraph Road, Suite 400  
Bingham Farms, MI 48025  
(248) 540-6800-telephone  
(248) 540-6814-fax  
[sbatey@bateylaw.com](mailto:sbatey@bateylaw.com)

Dated: November 18, 2024

24-016904-CD FILED IN MY OFFICE Cathy M. Garrett WAYNE COUNTY CLERK 11/18/2024 9:14 AM Carla Keefe

STATE OF MICHIGAN

IN THE CIRCUIT COURT FOR THE COUNTY OF WAYNE

MARK DISANTO,

Plaintiff,

Case No. 24-

-CD

Hon.

v.

CITY OF DEARBORN,

Defendant

---

SCOTT P. BATEY (P54711)  
Batey Law Firm, PLLC  
Attorney for Plaintiff  
30200 Telegraph Road, Suite 400  
Bingham Farms, MI 48025  
(248) 540-6800-telephone  
(248) 540-6814-fax  
[sbatey@bateylaw.com](mailto:sbatey@bateylaw.com)

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**DEMAND FOR JURY TRIAL**

NOW COMES Plaintiff, Mark DiSanto, by and through his attorney's, Scott P. Batey and the Batey Law Firm, PLLC, and hereby demands a trial by jury on all issues allowed by law.

Respectfully submitted,

**BATEY LAW FIRM, P.L.L.C.**

By: /s/Scott P. Batey  
SCOTT P. BATEY (P54711)  
Attorney for Plaintiff  
30200 Telegraph Road, Suite 400  
Bingham Farms, MI 48025  
(248) 540-6800-telephone  
(248) 540-6814-fax  
[sbatey@bateylaw.com](mailto:sbatey@bateylaw.com)

Dated: November 18, 2024

Received by:  
George T. Dumas  
at Clerk's Counter  
Oct 3:39 P.M.

CITY CLERK, DEARBORN MI  
2024 NOV 21 PM 3:40

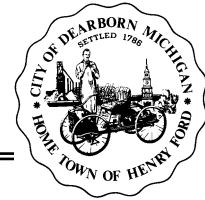
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## OFFICE OF THE 34<sup>TH</sup> CITY COUNCIL

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### **IMMEDIATE EFFECT**

**To: City Clerk**

**From: City Council**

**Date: February 10, 2025**

**Subject: Council Acknowledgment- Martin Zbosnik**

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The 34th City Council extends its heartfelt appreciation to Martin Zbosnik, who has diligently served as theater manager for over 18 years. Martin's unwavering dedication to the Parks and Recreation Department has significantly contributed to the flourishing arts and entertainment scene in Dearborn. We gratefully acknowledge his role in the numerous successful events at the Ford Community and Performing Arts Center, events that could not have thrived without his passion and commitment.

This citation is supported unanimously and should be given immediate effect.

A handwritten signature in blue ink, which appears to read "Leslie C. Herrick".

**Leslie C. Herrick**  
**Council President Pro Tem**



# LAW

## EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST: Amend the City’s Noncommercial Soliciting Ordinance – Chapter 12, Article VII, Division 3 of the Code of Ordinances**

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**DEPARTMENT:** Law

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**BRIEF DESCRIPTION:**

The City currently requires individuals engaged in "non-commercial soliciting" – which is defined as going house-to-house to solicit money; sell merchandise for a religious, political, or charitable beliefs; or espouses charitable beliefs – to obtain a permit, carry an identification card, and follow other time, place, and manner restrictions. (Secs. 12-296, 12-297, 12-300, 12-301, and 12-302).

The proposed amendments remove the permit and identification requirement for this type of activity to conform to U.S. Supreme Court precedent regarding the First Amendment and protected speech.

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**PRIOR COUNCIL ACTION:**

Applicable ordinance sections were last amended in 2004 and 2007.

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**BACKGROUND:**

Under current U.S. Supreme Court precedent, the current permit and identification requirements conflict with the First Amendment. The proposed revisions would eliminate those requirements for noncommercial solicitation only. Restrictions regarding time and the posting of “no soliciting” signs would remain.

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**FISCAL IMPACT:**

No fiscal impact because, according to the Clerk’s Office, a permit under this ordinance provision has never been issued.

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**COMMUNITY IMPACT:**

Will allow non-commercial soliciting without a permit. However, safeguards will remain in place such as time restrictions and the enforcement of “no solicitation” signs.

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**IMPLEMENTATION TIMELINE:**

This is an ordinance amendment and requires two readings to go into effect.

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**COMPLIANCE/PERFORMANCE METRICS:**

N/A



**TO:** City Council

**FROM:** Corporation Counsel

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Amendments to City's Noncommercial Soliciting Ordinance (Code of Ordinances)

**DATE:** February 7, 2025

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### **Summary of Request**

The City's Noncommercial Soliciting Ordinance, located at Chapter 12, Article VII, Division 3 of the Code of Ordinances, was last amended in 2004 and 2007, respectively. It requires a permit and identification card for any person that seeks to engage in political, religious or charitable noncommercial soliciting. (Secs. 12-297 and 12-300).

The proposed amendments to the Ordinance are being made to conform with court decisions regarding time, place, and manner restrictions on the right to free speech under the First Amendment. The City cannot require a permit or license when the solicitation is for political, religious or charitable purposes. Such a requirement has been expressly deemed an unconstitutional restriction on activity protected by the First Amendment in *Watchtower Bible & Tract Soc'y of NY, Inc. v. Vill. of Stratton*, 536 U.S. 150 (2002) (prohibiting a permit requirement for religious solicitation). Additionally, the City cannot require noncommercial solicitors to display identification or name badges. See *Buckly v. Am. Constitutional Law Found.*, 525 U.S. 182 (1999) (prohibiting a name badge requirement for political canvassers).

The following amendments are being proposed:

- Eliminate Sec. 12-297, Sec. 12-298, Sec. 12-299, 12-300, and 12-303 to remove permit requirements.
- Amend Sec. 12-301 to remove the requirement for a valid permit.

Despite the removal of the permit and identification requirements, non-commercial solicitors would still have to follow the time, place, and manner restrictions currently found in the ordinance. These include restrictions that prohibit soliciting between the hours of 9 pm and 9 am (Sec. 12-301), and a prohibit solicitation at premises with a "no soliciting" or similar notice posted.

Violation of the ordinance is punishable as a misdemeanor. (Sec. 1-9).

Adoption of the proposed ordinance amendments is recommended.





**LAW**

## EXECUTIVE SUMMARY AND MEMORANDUM

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Respectfully submitted,

*Gopi P. Patel*

GOPI P. PATEL

Assistant Corporation Counsel

APPROVAL:

*Jeremy J. Romer*

JEREMY J. ROMER

Corporation Counsel

ORDINANCE NO. 25-\_\_\_\_\_

AN ORDINANCE TO AMEND CHAPTER 12, ARTICLE VII,  
DIVISION 3 OF THE CITY OF DEARBORN CODE OF  
ORDINANCES, ENTITLED "NONCOMMERCIAL SOLICITING"

THE CITY OF DEARBORN ORDAINS TO:

Amend Chapter 12, Article VII, Division 3 to read as follows:

ARTICLE VIII. - SOLICITING AND CANVASSING

DIVISION 3. - NONCOMMERCIAL SOLICITING

Sec. 12-296. - Definition.

For the purpose of this division, "religious, political or charitable soliciting" shall consist of any person or group, whether a resident of the city or not, who, by going house to house without invitation, solicits money; sells any merchandise for religious, political or charitable beliefs or espouses charitable beliefs; and solicits a donation to further such beliefs.

(Ord. No. 88-416, § 2, 5-3-88; Ord. No. 04-1005, 6-15-04; Amend. of 5-25-07)

Cross reference— Definitions and rules of construction generally, § 1-2.

~~Sec. 12-297.—Permit required.~~

~~—It shall be unlawful for any person to engage in political, religious or charitable soliciting without first obtaining a permit in compliance with the provisions of this division. Such permit shall be applied for and administered pursuant to the rules and regulations of the city police department and the provisions of this division.~~

~~(Ord. No. 88-416, § 1, 5-3-88; Ord. No. 04-1005, 6-15-04; Amend. of 5-25-07)~~

~~Sec. 12-298.—Application for permit.~~

~~—Any person desiring a permit under the provisions of this division shall make application to the police department on forms provided by the department.~~

~~(Ord. No. 88-416, § 4, 5-3-88; Ord. No. 04-1005, 6-15-04; Amend. of 5-25-07)~~

~~Sec. 12-299. — Expiration of permit.~~

~~—All religious, political and charitable soliciting permits issued under the provisions of this division shall expire 30 days after the issuance of such permit unless an expiration date is expressly noted on the permit. No permit issued under this division shall exceed a period of 60 days.~~

~~(Ord. No. 88-416, § 5, 5-3-88; Ord. No. 04-1005, 6-15-04)~~

~~Sec. 12-300. — Identification card.~~

~~—Every solicitor of the permit holder shall display on his person an identification card at all times while soliciting or canvassing within the city. Such identification card shall be issued by the police department. A reasonable fee shall be charged by the police department to cover the cost of issuing identification cards to all solicitors and canvassers included in the group permit.~~

~~(Ord. No. 88-416, § 6, 5-3-88; Ord. No. 04-1005, 6-15-04)~~

Sec. 12-301. - Hours of operation.

A solicitor ~~with a valid permit~~, or a canvasser shall not solicit or canvass between the hours of 9:00 p.m. and 9:00 a.m.

(Ord. No. 88-416, § 7, 5-3-88; Ord. No. 04-1005, 6-15-04)

Sec. 12-302. - Access to premises restricted.

It shall be unlawful for any person to solicit or canvass for religious, political, charitable or public interest reasons upon any premises if requested by anyone in control of the premises not to do so, or if there is placed on such premises in a conspicuous position near the entrance thereof a sign bearing the words "No Soliciting," "No Peddlers or Agents," "No Canvassing," "No Agents" or any similar notice indicating, in any manner, that the occupants of such premises do not desire to have solicitors or canvassers call upon them.

(Ord. No. 88-416, § 8, 5-3-88; Ord. No. 04-1005, 6-15-04)

~~Sec. 12-303.—Revocation of permit.~~

~~—In addition to any penalties prescribed pursuant to this division, for any violation of this division, duly adopted rules or regulations of the police department regarding this division, committed within a police officer's presence or based on a police officer's knowledge and belief, a police officer may suspend an individual's soliciting privileges by confiscating his solicitation identification card pending a judicial determination of any division violation.~~

~~(Ord. No. 88-416, § 9, 5-3-88; Ord. No. 04-1005, 6-15-04)~~

Secs. 12-304—~~12-323~~. - Reserved.

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# OFFICE OF THE 34<sup>TH</sup> CITY COUNCIL

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## 2025 Disability Awareness Month Resolution

Whereas: The month of March, 2025, has been designated as “Disability Awareness Month” to celebrate and recognize people with disabilities; be it further

Whereas: Disability is a natural part of the human experience and in no way diminishes the right of individuals with disabilities to live independently, enjoy self-determination, make choices, contribute to society and experience fully in the economic, political, social, cultural and educational mainstream of American society; be it further

Whereas: Family members, friends and members of the Dearborn community can play a central role in enhancing the lives of people with disabilities, be it further

Whereas: Public and private employers are encouraged to acknowledge the capabilities of people with disabilities to be engaged in competitive work in inclusive settings; be it further

Whereas: The goals of Dearborn include providing individuals with disabilities the opportunities to: live a community where such individuals can exercise their full rights and responsibilities as citizens; pursue meaningful and productive lives; contribute to their family, community, state and nation; and achieve full inclusion in society; be it further

Whereas: Citizens of Dearborn should do all in their power to; recognize the value and intersectionality of the disability experience in our lives and the valued role it has in our rich diversity; recognize the barriers presented to those with disabilities; create ways to include everyone, especially those with developmental disabilities, to be fully included in all aspects of life; understand the losses (financial, spiritual, human rights, contributions to community, and otherwise), when our communities segregate and create barriers for those with disabilities; demand that policymakers create inclusive, equitable policies and systems for all; therefore be it

RESOLVED: Let it be resolved that the members of the 34<sup>th</sup> City Council of the City of Dearborn, do hereby designate the month of March, 2025, as “Disability Awareness Month” to celebrate and recognize people with disabilities, be it further

RESOLVED: That this resolution be given immediate effect.

A handwritten signature in black ink, appearing to read "Michael T. Sareini".

Michael T. Sareini  
Council President

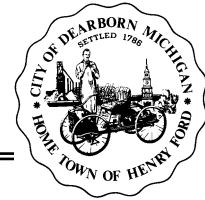
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## OFFICE OF THE 34<sup>TH</sup> CITY COUNCIL

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### 2025 Women's History Month Resolution:

Throughout history, the vision and achievements of powerful women have strengthened our Nation and opened the doors of opportunity wider for all of us. Though their stories too often go untold, all of us stand on the shoulders of these sung and unsung trailblazers — from the women who took a stand as suffragists, abolitionists, and labor leaders to pioneering scientists and engineers, groundbreaking artists, proud public servants, and brave first responders and members of our Armed Forces.

In 1980, President Jimmy Carter declared the week of March 2-8 to be National Women's History Week. By 1995 and ever since, every United States President has issued a series of annual proclamations designating the month of March as "Women's History Month," to celebrate the achievements and contributions women have made to society over the course of American history.

From Susan B. Anthony and Elizabeth Cady Stanton founding the National Woman Suffrage Association, to Amelia Earhart serving as the first woman, and second pilot, to fly across the Atlantic, to Jeannette Rankin of Montana, the first woman elected to Congress as a member of the House of Representatives, and to Marie Curie, the first woman to receive two Nobel prizes for her work on scientific advancements related to elements and medicine, the work of these women, along with a countless number of others, have not gone unnoticed.

During Women's History Month, we acknowledge, celebrate all of the women who have made a positive impact across our community and around the world and give them thanks. We owe them a great deal of gratitude.

The National Women's History Month's theme for 2025 celebrates "Women Who Advocate for Equity, Diversity and Inclusion," commending the example set by women who are committed to embracing everyone and excluding no one in our common quest for freedom and opportunity.

The 34<sup>th</sup> Dearborn City Council is committed to ensuring that the contributions women have made to our community and country be noted; be it therefore

**Resolved,** that the 34<sup>th</sup> Dearborn City Council, proclaims March 2025 to be national Women’s History Month in the City of Dearborn. We also recognize this year’s theme to celebrate “Women Who Advocate for Equity, Diversity and Inclusion,” and we encourage our entire community to commemorate this special observance.

A handwritten signature in black ink, appearing to read "Michael T. Sareini". The signature is stylized with several overlapping loops and a long horizontal stroke at the end.

Michael T. Sareini  
Council President



## **EXECUTIVE SUMMARY AND MEMORANDUM**

**REQUEST:** Proposing to amend its FY2024-25 Housing and Community Development Action Plan (B-24-MC-26) by:

Transferring a total of \$1,000,000 of its FY2022-23 and \$800,000 of its FY 2023-24 prior year's unexpended and unprogrammed CDBG funding to support and fund the proposed Lapeer Park Inclusive Playscape and Wyoming Commercial Demolition projects.

**It is also requested the Finance Director is hereby authorized to recognize and appropriate the grant award and to receive, direct, and disperse those award funds within the Community Development Fund (283) or other funds as supported through the annual schedule of supported resources which could include the General Fund (101) or Facilities Fund (634). Also, the Finance Department is hereby authorized to recognize, appropriate, receive and disburse funds as authorized under this resolution.**

**DEPARTMENT:** Economic Development

**BRIEF DESCRIPTION:** The Department is requesting to utilize prior year unexpended and unprogrammed CDBG funds toward the following projects:

**Lapeer Park Inclusive Playscape Equipment Project:** Consist of the removal of old playground equipment and installing playscape equipment which foster physical activity, social connections, risk-taking, and discovery while helping children connect with and care for the environment at Lapeer Park. Unlike traditional playgrounds, playscapes create space for unstructured play without adult-imposed boundaries.

**Wyoming Commercial Demolitions:** This project consists of the demolition of two large commercial buildings located at 5021 and 5063 Wyoming. The purpose of this project is to remove blight. The lots will remain vacant for the foreseeable future until plans are decided for the space.

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### **PRIOR COUNCIL ACTION:**

CR# 7-353-24

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### **BACKGROUND:**

The City of Dearborn is proposing to amend its current FY 2024-25 Housing and Community Development Action Plan (B-24-MC-26) by:

**Transferring** a total of \$1,000,000 of its FY2022-23 (B-22-MC-26) unexpended and unprogrammed CDBG funding. **Increase** the FY2024-25 CDBG budget in the amount of \$1,000,000 for the proposed Lapeer Park Inclusive Playscape Equipment Installation Project. Total project costs were estimated at \$1,000,000.

**Transferring** a total of \$800,000 of its FY2023-24 (B-23-MC-26) unexpended and unprogrammed CDBG funding. **Increase** the FY2024-25 CDBG budget in the amount of \$800,000 for the proposed Wyoming Commercial Demolition Project.





## EXECUTIVE SUMMARY AND MEMORANDUM

CDBG Resources	CDBG Proposed Project	Funded Amount
FY2022-23 Unexpended Prior Year Funds	FY2024-25 Lapeer Park Playscape	\$1,000,000.00
F 2023-24 Unexpended Prior Year Funds	FY2024-25 Wyoming Commercial Demolition	\$800,000.00
<b>Total Resources Available</b>		<b>\$1,800,000.00</b>

### Recommendation

The Economic Development Department recommends City Council approve to amend the current FY 2024-25 Housing and Community Development Action Plan (B-24-MC-26) by:

**Transferring** a total of \$1,000,000 of its FY2022-23 (B-22-MC-26) unexpended and unprogrammed CDBG funding for the proposed Lapeer Park Playscape project.

**Transferring** a total of \$800,000 of its FY2023-24 (B-23-MC-26) unexpended and unprogrammed CDBG funding for the proposed Wyoming Commercial Demolition project.

### **FISCAL IMPACT:**

FY 2024-25 CDBG Award in the amount of \$1,000,000.

FY 2024-25 CDBG Award in the amount of \$800,000.

### **COMMUNITY IMPACT:**

Replacement of old outdated playground equipment that was installed in the 1990's.

Upgrade of new playscape playground equipment at Lapeer Park which foster physical activity, social connections, risk-taking, and discovery while helping children connect with and care for the environment.

Removal of blight in the Wyoming commercial area.

### **IMPLEMENTATION TIMELINE:**

Implementation of the Lapeer Park Playscape and Wyoming Demolition projects will take immediate effect.

### **COMPLIANCE/PERFORMANCE METRICS:**

Contract for the Lapeer Park Playscape project will be monitored by the Parks and Recreation Project Team.

Contract for the Wyoming Commercial Demolition project will be monitored by the Commercial Services Division.



**EXECUTIVE SUMMARY AND MEMORANDUM**

**TO:** City Council  
**FROM:** Jordan Twardy, Director of Economic Development  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Proposal to amend the FY 2024-25 Housing and Community Development Action Plan  
**DATE:** March 18, 2025 (COW - March 13, 2025)

**Budget Information**

CDBG Resources	CDBG Proposed Project	Funded Amount
FY2022-23 Unexpended Prior Year Funds	FY2024-25 Lapeer Park Playscape	\$1,000,000.00
FY2023-24 Unexpended Prior Year Funds	FY2024-25 Wyoming Commercial Demolition	\$800,000.00
<b>Total Resources Reprogrammed</b>		<b>\$1,800,000.00</b>

**Summary of Request**

The Department is requesting to utilize prior year unexpended and unprogrammed CDBG funds toward the following projects:

**Lapeer Park Playscape Equipment Project:** Consist of the removal of old playground equipment and installing playscape equipment which foster physical activity, social connections, risk-taking, and discovery while helping children connect with and care for the environment at Lapeer Park. Unlike traditional playgrounds, playscapes create space for unstructured play without adult-imposed boundaries.

**Wyoming Commercial Demolitions:** This project consists of the demolition of two large commercial buildings located at 5021 and 5063 Wyoming. The purpose of this project is to remove blight. The lots will remain vacant for the foreseeable future until plans are decided for the space.

**It is also requested the Finance Director is hereby authorized to recognize and appropriate the grant award and to receive, direct, and disperse those award funds within the Community Development Fund (283) or other funds as supported through the annual schedule of supported resources which could include the General Fund (101) or Facilities Fund (634). Also, the Finance Department is hereby authorized to recognize, appropriate, receive and disburse funds as authorized under this resolution.**

Immediate effect is requested.

**Background and Justification**

The City of Dearborn is proposing to amend its current FY 2024-25 Housing and Community Development Action Plan (B-24-MC-26) by:

**Transferring** a total of \$1,000,000 of its FY2022-23 (B-22-MC-26) unexpended and unprogrammed CDBG funding.



# EXECUTIVE SUMMARY AND MEMORANDUM

**Increase** the budget in the amount of \$1,000,000 for the proposed Lapeer Park Inclusive Playground Equipment Installation Project. Total project costs were estimated at \$1,000,000. CDBG funding will be \$1,000,000.

**Transferring** a total of \$800,000 of its FY2023-24 (B-23-MC-26) unexpended and unprogrammed CDBG funding.

**Increase** the budget in the amount of \$800,000 for the proposed Wyoming Commercial Demolition Project

### Recommendation

The Economic Development Department recommends City Council approve to amend the current FY 2024-25 Housing and Community Development Action Plan (B-24-MC-26) by:

**Transferring** a total of \$1,000,000 of its FY2022-23 (B-22-MC-26) unexpended and unprogrammed CDBG funding for the proposed Lapeer Park Playscape project.

**Transferring** a total of \$800,000 of its FY2023-24 (B-23-MC-26) unexpended and unprogrammed CDBG funding for the proposed Wyoming Commercial Demolition project.

### Signature Page

Prepared By:

*Regina Sistrunk*

Name: Regina Sistrunk  
Title: Community Development Compliance Officer

Signed by:  
  
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Jordan Twardy  
Economic Development Director

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Jeremy Romer  
Corporation Counsel

DocuSigned by:  
  
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Michael Kennedy  
Finance Director/Treasurer



## **EXECUTIVE SUMMARY AND MEMORANDUM**

### **COUNCIL RESOLUTION**

**WHEREAS:** The City of Dearborn is Proposing to amend its FY2024-25 Housing and Community Development Action Plan (B-24-MC-26) by:

Transferring a total of \$1,000,000 of its FY2022-23 and \$800,000 of its FY 2023-24 prior year's unexpended and unprogrammed CDBG funding to support and fund the proposed Lapeer Park Inclusive Playscape and Wyoming Commercial Demolition projects. and

**WHEREAS:** The Department is requesting to utilize prior year unexpended and unprogrammed CDBG funds toward the following projects:

**Lapeer Park Playscape Equipment Project:** Consist of the removal of old playground equipment and installing playscape equipment which foster physical activity, social connections, risk-taking, and discovery while helping children connect with and care for the environment at Lapeer Park. Unlike traditional playgrounds, playscapes create space for unstructured play without adult-imposed boundaries.

**Wyoming Commercial Demolition Project:** This project consists of the demolition of two large commercial buildings located at 5021 and 5063 Wyoming. The purpose of this project is to remove blight. The lots will remain vacant for the foreseeable future until plans are decided for the space.

**WHEREAS:** It is also requested the Finance Director is hereby authorized to recognize and appropriate the grant award and to receive, direct, and disperse those award funds within the Community Development Fund (283) or other funds as supported through the annual schedule of supported resources which could include the General Fund (101) or Facilities Fund (634). Also, the Finance Department is hereby authorized to recognize, appropriate, receive and disburse funds as authorized under this resolution, and

**RESOLVED:** The Economic Development Department recommends City Council approve to amend the current FY 2024-25 Housing and Community Development Action Plan (B-24-MC-26) by:

**Transferring** a total of \$1,000,000 of its FY2022-23 (B-22-MC-26) unexpended and unprogrammed CDBG funding for the proposed Lapeer Park Playscape project.

**Transferring** a total of \$800,000 of its FY2023-24 (B-23-MC-26) unexpended and unprogrammed CDBG funding for the proposed Wyoming Commercial Demolition project.

**RESOLVED:** That the Mayor and Corporation Counsel, or his designee, be and are hereby authorized to execute documents necessary to effectuate the sale; be it further

**RESOLVED:** That this resolution be given immediate effect.



## EXECUTIVE SUMMARY AND MEMORANDUM

**REQUEST:** Consider the sale of 14255 Michigan Avenue to Lana and Tahani Mohamed for \$220K, following execution of a Purchase Agreement between Lana and Tahani Mohamed and the City of Dearborn, and further to authorize the Corporation Counsel or his designee and Mayor to finalize and sign the documents necessary to effectuate the sale.

**DEPARTMENT:** Economic Development

**BRIEF DESCRIPTION:** The Department is requesting a sale of 14255 Michigan Avenue to Lana and Tahani Mohamed in order to position the property for productive reuse and redevelopment. The City retains ample public parking in the East Downtown and the revitalization of this parcel will contribute to enhancing the economic activity and quality of life in East Downtown.

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### PRIOR COUNCIL ACTION:

N/A

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### BACKGROUND:

After an analysis of the public parking capacity throughout our business districts, including East Downtown, the Economic Development Department seeks to advance the Administration's priority of reducing the inventory of public parking lots owned by the City as both a cost reduction strategy and an opportunity to increase the potential of those lots toward enhancement of Dearborn's business districts.

East Downtown has a parking occupancy rate of approximately 33% per our 2024 parking study, and near 14255 Michigan Avenue the study notes that demand for the adjacent public parking lot along Wellesley St is at only 71% of its capacity. This means that the adjacent Wellesley lot can absorb the 17 spaces currently inventoried at 14255 Michigan Avenue, enabling more productive possibilities for the site.

### Recommendation

The Economic Development Department recommends accepting the offer of Lana and Tahani Mohamed at the sale price of \$220K, with a deposit due within 5 business days of Council approval of the sale, and finalizing a Purchase Agreement that ensures completion of construction within 24 months of closing unless extended in accordance with terms of the Agreement. The department further recommends that the purchaser not be an LLC (though an LLC can be formed to conduct the redevelopment) and that the due diligence and closing period (90 days) commence upon Council approval of the sale. While this offer would be \$30K less than a cash offer for use of the lot as a parking lot, there is ample public parking available to support existing businesses, and the addition of new construction in the area would support the growth of East Downtown and the resilience of the tax base.

### Property Listing and Marketing Process

In 2023 the City retained Savills, Inc to actively market and manage the sale of city-owned commercial sites, services previously provided by CBRE. After predevelopment work by the City, including the parking analysis as well as combining the city-owned portion of the lot with an adjacent parcel formerly owned by AT&T and acquired by the City, Savills listed and marketed 14255 Michigan Avenue for public bid on the Costar and CREXI listing platforms, with intent to compare offers received to valuation by the Assessing Department. This entailed engagement with local businesses, real estate developers, and investors,



## EXECUTIVE SUMMARY AND MEMORANDUM

tapping into their industry contacts and networks while fielding inbound offers and questions. Marketing efforts produced 20K+ impressions and 3 offers after a final call for offers issued in fall 2024.

### Summary of Offers Received

Bidder	Price	Proposed Use	Notes
Bakil Alshami & Mukhtar Shohatee	\$199,990, \$5K deposit	Commercial 1st floor, office 2nd floor	
Lana and Tahani Mohamed - BAISA LLC	\$190K, will match up to \$220K, \$10K deposit	Commercial & residential mix	10 days due diligence, willing to close w/in 15 days of DD.
Jin Hong	\$250K cash, \$6K dep.	Not provided	Bidder owns adj. Koja Sushi

### Assessing/Valuation

The Assessing Department provided a True Cash Value for the land with a parking lot of \$68,290.

### Potential Tax/Revenue Scenarios

Based on the TCV provided by the Assessing Department, the Economic Development Department evaluated potential post-sale tax base impacts for the offers received:

- Scenario 1: No proposed use, assumes property remains as a parking lot.
  - \$250K sale price
  - Est. tax revenue of \$3,934, and approx. \$45K over 10 years (est. 3% growth/yr)
  - Total benefit to City over 10 years: \$295K
  
- Scenario 2: Mixed use building
  - \$220K sale price (one mixed use buyer is willing to match other offers up to \$220K)
  - Est tax revenue of \$8,701, and approx. \$100K over 10 years (est. 3% growth/yr)
    - Estimate per area comparables for 2-story mixed-use buildings (2024 taxes).
  - Total benefit to City over 10 years: \$320K; year 10 annual taxes 2x that of a parking lot.

### **FISCAL IMPACT:**

The City would receive sale proceeds less broker commission as well as an estimated \$100K in tax revenue over 10 years once a building is constructed on site.

### **COMMUNITY IMPACT:**

Additional resources would flow into the East DDA, generating opportunities for additional programs and services to the area, and our East Downtown business district would gain additional business activity.

### **IMPLEMENTATION TIMELINE:**

Closing and redevelopment would occur as soon as possible per the terms of the Purchase Agreement.



**ECONOMIC  
DEVELOPMENT**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

### **COMPLIANCE/PERFORMANCE METRICS:**

The Economic Development Department would monitor for compliance with the Purchase Agreement.



**ECONOMIC  
DEVELOPMENT**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

**TO:** City Council

**FROM:** Jordan Twardy, Director of Economic Development

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Consideration of Sale of 14255 Michigan Avenue to Lana and Tahani Mohamed for \$220K.

**DATE:** March 18, 2025 (COW - March 13, 2025)

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### **Budget Information**

Adopted Budget: NA

Amended Budget: NA

Requested Amount: NA

Funding Source: NA

Supplemental Budget: NA

### **Summary of Request**

Consider the sale of 14255 Michigan Avenue to Lana and Tahani Mohamed for \$220K, following execution of a Purchase Agreement between Lana and Tahani Mohamed and the City of Dearborn, and further to authorize the Corporation Counsel or his designee and Mayor to finalize and sign the documents necessary to effectuate the sale. The City retains ample public parking in the East Downtown and the revitalization of this parcel will contribute to enhancing the economic activity and quality of life in East Downtown.

Immediate effect is requested.

### **Background and Justification**

After an analysis of the public parking capacity throughout our business districts, including East Downtown, the Economic Development Department seeks to advance the Administration's priority of reducing the inventory of public parking lots owned by the City as both a cost reduction strategy and an opportunity to increase the potential of those lots toward enhancement of Dearborn's business districts.

East Downtown has a parking occupancy rate of approximately 33% per our 2024 parking study, and near 14255 Michigan Avenue the study notes that demand for the adjacent public parking lot along Wellesley St is at only 71% of its capacity. This means that the adjacent Wellesley lot can absorb the 17 spaces currently inventoried at 14255 Michigan Avenue, enabling more productive possibilities for the site.

### **Recommendation**

The Economic Development Department recommends accepting the offer of Lana and Tahani Mohamed at the sale price of \$220K. While this offer would be \$30K less than a cash offer for use of the lot as a parking lot, there is ample public parking available to support existing businesses, and the addition of new construction in the area would support the growth of East Downtown and the resilience of the tax base. The proposed redevelopment of this parcel would further accelerate the growth and prosperity of East Downtown, whose stakeholders seek additional investment and business activity in the area.



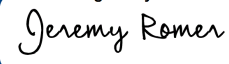


**ECONOMIC  
DEVELOPMENT**

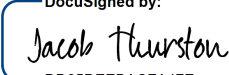
# EXECUTIVE SUMMARY AND MEMORANDUM

## Signature Page

DocuSigned by:  
  
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**Jordan Iwary**  
Economic Development Director

DocuSigned by:  
  
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**Jeremy Romer**  
Corporation Counsel

DocuSigned by:  
  
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**Michael Kennedy**  
Finance Director/Treasurer

DocuSigned by:  
  
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**Jacob Thurston**  
Assessor



## EXECUTIVE SUMMARY AND MEMORANDUM

### COUNCIL RESOLUTION

**WHEREAS:** The Economic Development Department, based on feedback from the community, has been working to increase the variety of business, entertainment, and housing options in our business districts, and

**WHEREAS:** The City-owned lot at 14255 Michigan Avenue, in the heart of our East Downtown District presented a unique opportunity to catalyze this type of investment, and the department sought to achieve this through a public solicitation, inviting potential purchasers to submit offers for the purchase of this City-owned lot, with terms outlined in a Purchase Agreement between the City and the purchaser, and

**WHEREAS:** Through this competitive public process, the City and its commercial broker, Savills Inc., worked to ensure that (1) the City received appropriate, market-based compensation for the sale of the lot; (2) proposed concepts were compatible with zoning requirements and the community vision for the area; and (3) there are adequate performance measures and timelines to ensure payment to the City and performance on the terms of the Purchase Agreement, and

**WHEREAS:** Having received three (3) offers for the purchase of the property, the Economic Development Department evaluated each offer based on the factors noted above and input from the Assessing Department on the value of the property, and recommends that the City be authorized to sell to Lana and Tahani Mohamed for the sum of Two Hundred Twenty Thousand Dollars (\$220,000.00) the vacant lot located at 14255 Michigan Avenue, and more particularly described as follows, for the construction of a two-story commercial and residential development:

LOTS 332-334 WILLIAMSON SUB.

Tax ID No: 82-10-184-05-043

**WHEREAS:** The sale shall be subject to the following conditions:

1. The Property is being sold to Purchaser for the express purpose of construction of the two-story, commercial and residential building as outlined in Purchaser's Response to Seller's public solicitation of 14255 Michigan Avenue as facilitated by Savills, Inc. on behalf of Seller (the "Proposal"). Sale of the Property is contingent upon commencement of construction of the Proposal within one (1) year of closing, and completion of construction and acquisition of a Certificate of Occupancy for the development within two (2) years of closing, subject to extensions. Failure to comply with either of these

**EXECUTIVE SUMMARY AND MEMORANDUM**

conditions within the designated time frames will result in the Property automatically reverting to the City of Dearborn subject to the terms of this agreement.

2. Construction shall be deemed "commenced" when:
  - a. The plans have been approved by the Economic Development Department; and
  - b. Building permits have been issued; and
  - c. Excavation of the basement/foundation has begun.
3. Upon a showing of Good Cause, Dearborn City Council may grant one (1) extension of the construction commencement deadline of up to six (6) months. "Good Cause" as used in this agreement means among other things that there is a reasonable basis for the request and Purchaser is actively working towards completing the Development. An extension request must be submitted in writing to the City of Dearborn Law Department no later than forty-five (45) days before the construction commencement deadline. A processing fee of Five Hundred Dollars (\$500.00) must accompany the request, along with documentation to support the request. If Dearborn City Council grants the extension request, the timeline for completion of construction shall also be extended accordingly, such that completion of construction shall occur within two years and six months of closing. After commencement of construction, extensions to the completion of the construction deadline shall be granted upon a showing of Good Cause.
4. Purchaser must submit initial plans for the construction of the development to the City of Dearborn Economic Development Department within nine (9) months from the date of closing. One extension of time in which to submit initial plans for no greater than ninety (90) days may be approved upon a showing of Good Cause. The extension request must be submitted in writing to the City of Dearborn Law Department at least thirty (30) days prior to the plan submittal deadline, explaining the reason for the extension request. A processing fee of Two Hundred Fifty Dollars (\$250.00) must accompany the request, along with documentation to support the request. If the Law Department denies the extension request, Purchaser may submit the extension request to City Council for reconsideration.
5. Purchaser shall complete construction before building permits expire, which expiration shall not be less than the times set forth in the agreement and as extended.
6. The building shall not be occupied until a Certificate of Occupancy has been approved.
7. The constructed project must reasonably match the concept outlined in the Purchaser's Proposal that was submitted by Purchaser in response to Seller's public solicitation of



## **EXECUTIVE SUMMARY AND MEMORANDUM**

14255 Michigan Avenue as facilitated by Savills, Inc. on behalf of Seller. Any significant deviations must be approved by the City's Director of Economic Development in writing.

8. Purchaser acknowledges that the Property is located in a Special Assessment District. Upon closing on the Property, Purchaser shall be responsible for any and all taxes and/or other assessments associated therewith.
9. Property is being sold "AS IS" and "WHERE IS." Seller acknowledges that the Underground Site Conditions may establish Good Cause to extend any timelines as well as changes to the scope of the Development. Purchaser further acknowledges that downtown redevelopment requirements, and underground site conditions, may require accommodations, such as (but not limited to) leaving old foundations or utilities along road edges or property lines in place to assure that adjacent buildings and existing infrastructure are not undermined, and that new foundations will need to take these conditions into account.
10. The Property sale shall occur via covenant deed. The deed will contain a restriction that requires commencement of construction of the Proposal development within one (1) year of closing, and completion of construction and acquisition of a Certificate of Occupancy for the development within two (2) years of closing subject to extensions. Purchaser's failure to comply with this restriction will result in the Property automatically reverting back to the City subject to the terms of default below.
11. Purchaser shall comply with all requirements of the Dearborn Zoning Ordinance.
12. Purchaser must submit a Performance Bond within ninety (90) days after closing. Construction shall not commence until the required bond is submitted and approved by the City.
13. Purchaser shall perform all necessary title and survey work, site preparation, and any other tasks required by law to facilitate the development of the project, and to obtain an approved site plan from the Economic Development Department and commence construction within one year of closing, subject to extensions.
14. Purchaser shall, at its sole expense, for the entire duration of construction, maintain and secure its construction site in accordance with local ordinance, construction site standards, and any additional provisions deemed necessary by the Director of Economic Development.
15. Purchaser must construct the project in accordance with all applicable local, state, and federal regulations and building codes.



## **EXECUTIVE SUMMARY AND MEMORANDUM**

16. Sale is subject to Dearborn City Council approval and shall not be binding until fully executed.

**WHEREAS:** Lana and Tahani Mohamed shall close upon the sale within ninety (90) days following Council approval of the sale at the Dearborn Administrative Center One extension of time in which to close for no greater than thirty (30) days may be approved. Purchaser must submit a request in writing to the City of Dearborn Law Department at least thirty (30) days prior to the closing deadline, explaining the reason for the extension request. A processing fee of Two Hundred Fifty Dollars (\$250.00) must accompany the request, along with documentation to support the request. If the Law Department denies the request for an extension, Purchaser may present the request to City Council for reconsideration, and

**WHEREAS:** The sale of the property for the construction of the new development will serve a public purpose by adding to the revitalization of the area and by adding the property to the tax roll to generate revenue for the City, and

**WHEREAS:** Therefore, it is recommended that the City be authorize to sell to Lana and Tahani Mohamed for the sum of Two Hundred Twenty Thousand Dollars (\$220,000.00) the vacant lot located at 14255 Michigan Avenue, and more particularly described as follows, for the construction of a two-story commercial and residential development in accordance with the conditions set forth above, and

**WHEREAS:** It is further recommended that Corporation Counsel, or his designee, be authorized to execute the Purchase Agreement in furtherance of this sale and that, upon receipt of the executed Purchase Agreement, the Mayor be authorized to execute a deed conveying the lot to Lana and Tah Mohamed upon approval of form by Corporation Counsel or his designee; therefore, be it

**RESOLVED:** That the City of Dearborn be and is hereby authorized to sell to Lana and Tahani Mohamed for the sum of Two Hundred Twenty Thousand Dollars (\$220,000.00) the vacant lot located at 14255 Michigan Avenue, and more particularly described as follows, for the construction of a two-story commercial and residential development:

LOTS 332-334 WILLIAMSON SUB.

Tax ID No: 82-10-184-05-043

Commonly Known As: 14255 Michigan Avenue; be it further

**RESOLVED:** That the sale shall be subject to the following conditions:

**EXECUTIVE SUMMARY AND MEMORANDUM**

1. The Property is being sold to Purchaser for the express purpose of construction of the two-story, commercial and residential building as outlined in Purchaser's Response to Seller's public solicitation of 14255 Michigan Avenue as facilitated by Savills, Inc. on behalf of Seller (the "Proposal"). Sale of the Property is contingent upon commencement of construction of the Proposal within one (1) year of closing, and completion of construction and acquisition of a Certificate of Occupancy for the development within two (2) years of closing, subject to extensions. Failure to comply with either of these conditions within the designated time frames will result in the Property automatically reverting to the City of Dearborn subject to the terms of this agreement.
2. Construction shall be deemed "commenced" when:
  - a. The plans have been approved by the Economic Development Department; and
  - b. Building permits have been issued; and
  - c. Excavation of the basement/foundation has begun.
3. Upon a showing of Good Cause, Dearborn City Council may grant one (1) extension of the construction commencement deadline of up to six (6) months. "Good Cause" as used in this agreement means among other things that there is a reasonable basis for the request and Purchaser is actively working towards completing the Development. An extension request must be submitted in writing to the City of Dearborn Law Department no later than forty-five (45) days before the construction commencement deadline. A processing fee of Five Hundred Dollars (\$500.00) must accompany the request, along with documentation to support the request. If Dearborn City Council grants the extension request, the timeline for completion of construction shall also be extended accordingly, such that completion of construction shall occur within two years and six months of closing. After commencement of construction, extensions to the completion of the construction deadline shall be granted upon a showing of Good Cause.
4. Purchaser must submit initial plans for the construction of the development to the City of Dearborn Economic Development Department within nine (9) months from the date of closing. One extension of time in which to submit initial plans for no greater than ninety (90) days may be approved upon a showing of Good Cause. The extension request must be submitted in writing to the City of Dearborn Law Department at least thirty (30) days prior to the plan submittal deadline, explaining the reason for the extension request. A processing fee of Two Hundred Fifty Dollars (\$250.00) must accompany the request, along with documentation to support the request. If the Law Department denies the extension request, Purchaser may submit the extension request to City Council for



## **EXECUTIVE SUMMARY AND MEMORANDUM**

reconsideration.

5. Purchaser shall complete construction before building permits expire, which expiration shall not be less than the times set forth in the agreement and as extended.
6. The building shall not be occupied until a Certificate of Occupancy has been approved.
7. The constructed project must reasonably match the concept outlined in the Purchaser's Proposal that was submitted by Purchaser in response to Seller's public solicitation of 14255 Michigan Avenue as facilitated by Savills, Inc. on behalf of Seller. Any significant deviations must be approved by the City's Director of Economic Development in writing.
8. Purchaser acknowledges that the Property is located in a Special Assessment District. Upon closing on the Property, Purchaser shall be responsible for any and all taxes and/or other assessments associated therewith.
9. Property is being sold "AS IS" and "WHERE IS." Seller acknowledges that the Underground Site Conditions may establish Good Cause to extend any timelines as well as changes to the scope of the Development. Purchaser further acknowledges that downtown redevelopment requirements, and underground site conditions, may require accommodations, such as (but not limited to) leaving old foundations or utilities along road edges or property lines in place to assure that adjacent buildings and existing infrastructure are not undermined, and that new foundations will need to take these conditions into account.
10. The Property sale shall occur via covenant deed. The deed will contain a restriction that requires commencement of construction of the Proposal development within one (1) year of closing, and completion of construction and acquisition of a Certificate of Occupancy for the development within two (2) years of closing subject to extensions. Purchaser's failure to comply with this restriction will result in the Property automatically reverting back to the City subject to the terms of default below.
11. Purchaser shall comply with all requirements of the Dearborn Zoning Ordinance.
12. Purchaser must submit a Performance Bond within ninety (90) days after closing. Construction shall not commence until the required bond is submitted and approved by the City.
13. Purchaser shall perform all necessary title and survey work, site preparation, and any other tasks required by law to facilitate the development of the project, and to obtain an approved site plan from the Economic Development Department and commence



## **EXECUTIVE SUMMARY AND MEMORANDUM**

construction within one year of closing, subject to extensions.

14. Purchaser shall, at its sole expense, for the entire duration of construction, maintain and secure its construction site in accordance with local ordinance, construction site standards, and any additional provisions deemed necessary by the Director of Economic Development.
15. Purchaser must construct the project in accordance with all applicable local, state, and federal regulations and building codes.
16. Sale is subject to Dearborn City Council approval and shall not be binding until fully executed; be it further

**RESOLVED:** That Lana and Tahani Mohamed shall close upon the sale within ninety (90) days following Council approval of the sale at the Dearborn Administrative Center One extension of time in which to close for no greater than thirty (30) days may be approved. Purchaser must submit a request in writing to the City of Dearborn Law Department at least thirty (30) days prior to the closing deadline, explaining the reason for the extension request. A processing fee of Two Hundred Fifty Dollars (\$250.00) must accompany the request, along with documentation to support the request. If the Law Department denies the request for an extension, Purchaser may present the request to City Council for reconsideration; be it further

**RESOLVED:** That the sale of the property for the construction of the new development will serve a public purpose by adding to the revitalization of the area and by adding the property to the tax roll to generate revenue for the City; be it further

**RESOLVED:** That the Mayor and Corporation Counsel, or his designee, be and are hereby authorized to execute documents necessary to effectuate the sale; be it further

**RESOLVED:** That this resolution be given immediate effect.



**OFFER TO PURCHASE REAL ESTATE**

Date: \_\_\_\_\_, 2025

THE UNDERSIGNED PURCHASER, Lana Mohamed and Tahani Mohamed, 4684 Walwit Street, Dearborn, MI 48126, hereby offers and agrees to purchase from SELLER, CITY OF DEARBORN, 16901 Michigan Avenue, Dearborn, Michigan 48126, the following land situated in the City of Dearborn, County of Wayne, State of Michigan, described as:

LOTS 332-334 WILLIAMSON SUB.

Tax ID No: 82-10-184-05-043

Commonly Known As: 14255 Michigan Avenue

(hereinafter the "Property"), being known as a VACANT lot, subject to the existing building and use restrictions, subject to a deed restriction which requires commencement of construction of the two-story, commercial and residential building as outlined in Purchaser's Response to Seller's public solicitation of 14255 Michigan Avenue as facilitated by Savills, Inc. on behalf of Seller, within one (1) year of closing, and completion of construction and acquisition of a Certificate of Occupancy for the development within two (2) years of closing, and subject to extensions, easements and zoning ordinances, if any, and to pay therefore, the sum of TWO HUNDRED TWENTY THOUSAND DOLLARS (\$220,000.00). An Earnest Money Deposit (hereinafter "EMD") of Twenty-Two Thousand Dollars (\$22,000.00) must be submitted within five (5) business days of approval of the sale by the Dearborn City Council along with the signed Purchase Agreement.

THE SALE IS SUBJECT TO THE FOLLOWING CONDITIONS:

1. The Property is being sold to Purchaser for the express purpose of construction of the two-story, commercial and residential building as outlined in Purchaser's Response to Seller's public solicitation of 14255 Michigan Avenue as facilitated by Savills, Inc. on behalf of Seller (the "Proposal"). Sale of the Property is contingent upon commencement of construction of the Development within one (1) year of closing, and completion of construction and acquisition of a Certificate of Occupancy for the development within two (2) years of closing, subject to extensions. Failure to comply with either of these conditions within the designated time frames will result in the Property automatically reverting to the City of Dearborn subject to the terms of this agreement.
2. Construction shall be deemed "commenced" when:
  - a. The plans have been approved by the Economic Development Department; and
  - b. Building permits have been issued; and
  - c. Excavation of the basement/foundation has begun.
3. Upon a showing of Good Cause, Dearborn City Council may grant one

- (1) extension of the construction commencement deadline of up to six (6) months. "Good Cause" as used in this agreement means among other things that there is a reasonable basis for the request and Purchaser is actively working towards completing the Development. An extension request must be submitted in writing to the City of Dearborn Law Department no later than forty-five (45) days before the construction commencement deadline. A processing fee of Five Hundred Dollars (\$500.00) must accompany the request, along with documentation to support the request. If Dearborn City Council grants the extension request, the timeline for completion of construction shall also be extended accordingly, such that completion of construction shall occur within two years and six months of closing. After commencement of construction, extensions to the completion of the construction deadline may be granted upon a showing of Good Cause.
4. Purchaser must submit initial plans for the construction of the development to the City of Dearborn Economic Development Department within nine (9) months from the date of closing. One extension of time in which to submit initial plans for no greater than ninety (90) days may be approved upon a showing of Good Cause. The extension request must be submitted in writing to the City of Dearborn Law Department at least thirty (30) days prior to the plan submittal deadline, explaining the reason for the extension request. A processing fee of Two Hundred Fifty Dollars (\$250.00) must accompany the request, along with documentation to support the request. If the Law Department denies the extension request, Purchaser may submit the extension request to City Council for reconsideration.
  5. Purchaser shall complete construction before building permits expire, which expiration shall not be less than the times set forth in the agreement and as extended.
  6. The building shall not be occupied until a Certificate of Occupancy has been approved.
  7. The constructed project must reasonably match the concept outlined in the Purchaser's Proposal that was submitted by Purchaser in response to Seller's public solicitation of 14255 Michigan Avenue as facilitated by Savills, Inc. on behalf of Seller. Any significant deviations must be approved by the City's Director of Economic Development in writing.
  8. Purchaser acknowledges that the Property is located in a Special Assessment District. Upon closing on the Property, Purchaser shall be responsible for any and all taxes and/or other assessments associated therewith.
  9. Property is being sold "AS IS" and "WHERE IS." Seller acknowledges that the Underground Site Conditions may establish Good Cause to extend any timelines as well as changes to the scope of the Development. Purchaser further acknowledges that downtown

redevelopment requirements, and underground site conditions, may require accommodations, such as (but not limited to) leaving old foundations or utilities along road edges or property lines in place to assure that adjacent buildings and existing infrastructure are not undermined, and that new foundations will need to take these conditions into account.

10. The Property sale shall occur via covenant deed. The deed will contain a restriction that requires commencement of construction of the Proposal development within one (1) year of closing, and completion of construction and acquisition of a Certificate of Occupancy for the development within two (2) years of closing subject to extensions. Purchaser's failure to comply with this restriction will result in the Property automatically reverting back to the City subject to the terms of default below.
11. Purchaser shall comply with all requirements of the Dearborn Zoning Ordinance.
12. Purchaser must submit a Performance Bond within ninety (90) days after closing. Construction shall not commence until the required bond is submitted and approved by the City.
13. Purchaser shall perform all necessary title and survey work, site preparation, and any other tasks required by law to facilitate the development of the project, and to obtain an approved site plan from the Economic Development Department and commence construction within one year of closing, subject to extensions.
14. Purchaser shall, at its sole expense, for the entire duration of construction, maintain and secure its construction site in accordance with local ordinance, construction site standards, and any additional provisions deemed necessary by the Director of Economic Development.
15. Purchaser must construct the project in accordance with all applicable local, state, and federal regulations and building codes.
16. Sale is subject to Dearborn City Council approval.

#### **GENERAL CONDITIONS:**

a. **Delivery of Deed and Manner of Payment.** The full purchase price, including adjustments as shown on the Closing Statement, shall be paid by Purchaser upon delivery of a covenant deed conveying marketable title.

b. **Title.** As evidence of title, Seller agrees to provide Purchaser, within thirty (30) days after the date of acceptance of this Offer, a Title Insurance Commitment, issued in an amount not less than the purchase price, bearing date later than the acceptance of this Offer, and guaranteeing the title in the condition required for performance of this Offer.

If objection to the title is made, based upon a written opinion of the Purchaser's attorney that the title is not in the condition required for performance hereunder, the

Seller shall have thirty (30) days from the date Seller is notified in writing of the particular defects claimed to either (a) remedy the title defects; or (b) obtain title insurance specifically insuring against the defects in question; or (c) refund the EMD in full termination of this Agreement if Seller is unable to remedy the defects.

If the Seller remedies the claimed defects or obtains the appropriate commitment for title insurance within the time specified, Purchaser shall proceed with closing and complete the sale. If there are no title defects, or such defects are remedied, and Purchaser fails to close within ninety (90) days following Council approval of this Property sale, the EMD shall be forfeited to Seller and retained as liquidated damages.

In the event Seller is unable to remedy the defect of title, Purchaser may accept the title "as is" or may cancel the Agreement in which case the EMD shall be refunded. If the Seller is unable to remedy the title or obtain title insurance within the time specified, the EMD shall be refunded forthwith in full termination of this Agreement.

c. **Assignment.** After closing and until completion of the project, Purchasers may transfer or assign their interest in the property only if the transfer is to another entity for which they have a demonstrated legal interest. Purchasers shall not sell or assign their interest in the property until after closing.

d. **Default.** This sale is subject to a recorded right to repurchase in favor of the City of Dearborn. At closing, Purchaser agrees to sign a Covenant Deed which will be held in escrow by the title company for a two-year period from the date of closing. If the Purchaser completes construction in accordance with the terms contained herein, the title company shall be directed to destroy the Covenant Deed at the end of the two-year period. If the Purchaser has not complied with the terms contained herein, and has not obtained an extension, the title company shall record the Covenant Deed at the Wayne County Register of Deeds at the end of the two-year period and the Purchaser will be refunded the purchase price, less 10%, less costs to complete the development project, and less any costs associated with the transfer of the property back to the City of Dearborn. All fixtures and improvements to the Property shall become the property of the City upon reimbursement of costs of same to Purchaser, and these costs shall be deducted from any amount owed to the Purchaser as outlined in this section.

e. **Closing.** Purchaser shall close within ninety (90) days following Council approval of this sale at the Dearborn Administrative Center, 16901 Michigan Avenue, Dearborn, MI 48126. Upon consummation of the sale, the EMD shall be applied to the purchase price. In the event Purchaser fails to close within ninety (90) days, the sale shall be declared null and void and all deposits and the EMD shall be forfeited.

One extension of time in which to close for no greater than thirty (30) days may be approved. Purchaser must submit a request in writing to the City of Dearborn Law Department at least thirty (30) days prior to the closing deadline, explaining the reason for the extension request upon a showing of Good Cause. A processing fee of Two Hundred Fifty Dollars (\$250.00) must accompany the request, along with documentation to support the request. If the Law Department denies the request for an extension, Purchaser may present the request to City Council for reconsideration.

f. **Condition of Premises.** By signing this Agreement, Purchaser acknowledges that Purchaser has examined the Property, is satisfied with the physical condition, and is purchasing the Property in an "AS IS" condition. Purchaser acknowledges that Seller makes no warranties as to the Property being purchased or the condition thereof. Purchaser shall assume all responsibility to conduct any environmental assessment, soil testing and soil conditions. Notwithstanding anything to the contrary in the Agreement Purchaser shall have ninety (90) days following City Council Approval of the sale of the Property (the "Inspection Period") to inspect and perform due diligence on the Property. All due diligence shall be performed at Purchaser's sole expense. Prior to expiration of the Inspection Period, if Purchaser notifies Seller that in Purchaser's sole discretion, the Property is unsuitable for Purchaser's intended purpose, then the Seller shall return the EMD to Purchaser, and neither party shall have any further rights or liability under this Agreement. Seller shall cooperate with Purchaser in providing reasonable access to the Property for Purchaser to perform its due diligence. Within ten (10) business days after the Effective Date, Seller will provide Purchaser with copies of all title policies, surveys, environmental reports, studies, site plans, special assessments, tax records, public utilities drawings and maps (including water and sewer locations and specifications) and other documentation in the possession or control of Seller, which is material to Purchaser's decision whether to purchase the Property. The Inspection Period shall run parallel to the closing deadline as outlined in this Agreement. The Purchaser shall complete all due diligence and closing activities within ninety (90) days of City Council approval of the sale of the Property.

g. **Taxes and Costs.** All taxes and assessments which have become due, whether or not they have become a lien upon the Property at the date of closing, shall be paid by Seller, prior to or at the date and time of closing. Taxes shall be considered as paid in advance. Taxes shall be prorated on a due date basis, based upon a 365-day tax year. Purchaser shall be responsible for all taxes becoming due after the date of closing. Current taxes, interest, rents, insurance premiums, association fees, and water and sewage bills, shall be adjusted and prorated as of the date of closing. Purchaser shall reimburse Seller for such portion of the taxes that have been prepaid. All Special Assessments that have been assessed and are a lien on the Property at the date of closing shall be paid by Seller. The cost of duly authorized improvements that are subject to future assessments against the Property assessed after the date of closing shall be paid by Purchaser.

Seller and Purchaser shall pay all customary closing fees accordingly, including, but not limited to the following:

- i). Seller shall pay for the costs associated with title insurance policy, State and County transfer taxes, and Seller's closing fees owed to the Title Company.
- ii). Purchaser shall pay for the costs associated with the survey, document recording fees, inspection and compliance fees, and Purchaser's closing fees owed to the Title Company.

h. **Building and Use Restrictions, Easements and Municipal Ordinances and Regulations.** Purchaser understands that there may be building and use

restrictions and/or ordinances and regulations enacted by governmental entities which may affect Purchaser's intended use of the premises. By executing this Agreement, Purchaser acknowledges that Purchaser is satisfied with the applicability of any such building and use restrictions, ordinances and/or regulations pertaining to intended use of the premises. Seller represents that if variances are needed, Seller will work in good faith to support requests for such variances to comply with the proposal.

i. **Construction.** Whenever the singular number is used, the same shall include the plural and the neuter. If any language is stricken or deleted from this Agreement, such language shall be deemed never to have appeared herein and no other implications shall be drawn therefrom.

j. **Binding Effect.** The agreements herein shall bind and inure to the benefit of the executors, administrators, successors, and assigns of the respective parties.

k. **Entire Agreement.** Seller and Purchaser acknowledge that they have read the entire contents hereof and are familiar with the provisions contained herein. This Agreement constitutes the entire agreement of the parties with respect to the subject matter hereof. All prior agreements between the parties with respect to the subject matter hereof, whether written or oral, are merged herein and shall be of no force and effect. This Agreement may only be changed, modified, or discharged by an agreement in writing signed by the party against whom enforcement thereof is sought.

I. **Notice.** Any notices required hereby shall be delivered to the following addresses:

If to Purchaser: Lana Mohamed and Tahani Mohamed  
4684 Walwit Street  
Dearborn, MI 48126  
Telephone: 313-615-0504  
E-mail: baisallc1@gmail.com

If to Seller: CITY OF DEARBORN  
Economic Development Department  
Attention: Director  
16901 Michigan Avenue, Ste. 15  
Dearborn, MI 48126  
Telephone: (313) 943-2180  
Facsimile: (313) 943-2776  
E-mail: [jtwardy@dearborn.gov](mailto:jtwardy@dearborn.gov)

With a copy to: CITY OF DEARBORN  
Corporation Counsel  
16901 Michigan Avenue, Ste. 14  
Dearborn, MI 48126  
Telephone: (313) 943-2035  
Facsimile: (313) 943-2469  
Email:  
[rschultz@dearborn.gov](mailto:rschultz@dearborn.gov)

m. **Effective Date.** This Agreement shall become effective on the date the last of the Seller and Purchaser has signed this Agreement, which date will be deemed the "Effective Date."

n. **Time is of the Essence.** Time is of the essence in each and every provision of this Agreement.

o. The covenants herein shall bind and inure to the benefit of the executors, administrators, successors and assigns of the respective parties. By the execution of this instrument, the Purchaser acknowledges that Purchaser has examined the above-described Property, is satisfied with the physical condition of it, and acknowledges the receipt of a copy of this Offer.

**I HAVE READ THIS DOCUMENT IN ITS ENTIRETY AND UNDERSTAND THAT IT IS A LEGALLY BINDING AND ENFORCEABLE AGREEMENT.**

PURCHASER:

\_\_\_\_\_  
Lana Mohamed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tahani Mohamed

\_\_\_\_\_  
Date

SELLER:

City of Dearborn

\_\_\_\_\_  
By: \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Per Council Resolution \_\_\_\_\_





## **FINANCE** EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** Emergency Immediate Abatement at Fairlane Mall It is also requested that the Finance Director be authorized to transfer the \$38,495 in current funding from the Capital Improvement Fund, Project ARPA70, to the General Fund; as well as to recognize and appropriate the transfer.

**DEPARTMENT:** Economic Development, in conjunction with Purchasing

**BRIEF DESCRIPTION:** This request is for authorization to cover the Immediate Abatement of Fairlane Mall at a total of \$38,495 incurred for Snow Removal and Salt with Frank's Landscaping & Supplies LLC.

**PRIOR COUNCIL ACTION:** N/A

**BACKGROUND:** Director of ED Jordan Twardy determined that after multiple complaints from businesses within and around the mall that there was an immediate danger to the public. This was based on the amount of snow and ice that exceeded 3 inches. Per Section 13-9 (immediate abatement) the director issued the order to have the work done.

The vendor used, Frank's Landscaping, is an existing and reputable snow removal company that we have experience with and had the availability to perform the work. The work performed was coordinated with Frank's after Economic Development staff met out at the mall to better understand the scope of the project. This coordination all took place on February 14, 2025.

**FISCAL IMPACT:** \$38,495

**COMMUNITY IMPACT:** After receiving community, business, and tenant feedback about the danger to pedestrians, motorists, and employees we acted to protect the public by performing the work that the mall wasn't going to do.

**IMPLEMENTATION TIMELINE:** This service was completed on 02/14/2025

**COMPLIANCE/PERFORMANCE METRICS:** Economic Development oversaw this abatement process.



# FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

**TO:** City Council  
**FROM:** City Administration  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Emergency Immediate Abatement at Fairlane Mall  
**DATE:** February 20, 2024

**Budget Information**

Adopted Budget: \$0.00  
 Amended Budget: \$0.00  
 Requested Amount: \$38,495.00  
 Funding Source: General Fund, Property Maintenance & Development Services, Neighborhood Services, Professional Services  
 Supplemental Budget: \$38,495.00  
 ARPA70 - Economic Development

**Summary of Request**

Purchasing, on behalf of the Economic Development Department, is requesting emergency approval for an Immediate Abatement with Frank’s Landscaping & Supplies LLC at a cost of \$38,495 incurred for snow removal and salt.

It is also requested that the Finance Director be authorized to transfer the \$38,495 in current funding from the Capital Improvement Fund, Project ARPA70, to the General Fund; as well as to recognize and appropriate the transfer.

It is respectfully requested that the Council authorize the emergency purchase and funding transfers. Immediate effect is requested as the emergency purchase order has been completed or is in progress.

**Background and Justification**

The immediate abatement ordinance Sec 13-9 authorizes the Director of Economic Development the authority to declare an emergency abatement. In this case, Fairlane Mall allowed treacherous conditions to exist on the morning of February 14, 2025. The city posted the emergency abatement, sent a copy to Mall Management, and sent certified mail acknowledging the abatement was to take place.

The work was then authorized and progressed into the evening of February 14th.

**Process**

This procurement is in accordance with Section 2-568 (b) 10 of the City of Dearborn Ordinance which allows for emergency purchases in a situation when there is a threat to the health, welfare, or safety of the public.



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

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### Prepared By:

DocuSigned by:  
*Mark Rozinsky*  
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Mark Rozinsky, Purchasing Manager

### Department Approval:

Signed by:  
*Jordan Twardy*  
1C7A5C7A66A843C  
Jordan Twardy, Economic Development Director

### Budget Approval:

DocuSigned by:  
*Michael Kennedy*  
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Michael Kennedy, Finance Director/Treasurer

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## EXECUTIVE SUMMARY

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**REQUEST:** The City of Dearborn kindly requests approval to enter into a contract for the Sunday, August 3 headlining musical performance at Dearborn Homecoming Festival 2025.

**DEPARTMENT:** Community Relations, In Conjunction with Purchasing

**BRIEF DESCRIPTION:** The Department of Community Relations kindly requests that Dearborn City Council award a professional services contract to William Morris Endeavor Entertainment, LLC (WME) and/or their designee in the amount of \$175,000 for a performance of HEADLINE ARTIST on August 3, 2025 at 8:45 p.m. at the Dearborn Homecoming Festival.

Please note that due to terms discussed between WME and festival organizers, the identity of the performing artist is not to be made public until a mutually agreed upon announcement date, which is to be granted only through written authorization. In the event these terms are breached, WME, or the artist may elect to immediately terminate the performance.

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**PRIOR COUNCIL ACTION:** In 2023 and 2024, Dearborn City Council awarded a similar request for a Dearborn Homecoming Festival headlining performer.

C.R. 6-321-23, 6-322-23, 3-100-24

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**BACKGROUND:** Each year, the City of Dearborn contracts the services of headlining musical entertainment to perform at Dearborn Homecoming Festival.

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**FISCAL IMPACT:**

- \$175,000 - Designated Purposes Fund, Community Relations, Program Services, Project Z77643.
- 

**IMPACT TO COMMUNITY:**

- Through Dearborn Homecoming Festival, the City of Dearborn provides a highly anticipated weekend of recreational and cultural enrichment to our residents as well as attendees from the greater metro area. Additionally, Dearborn Homecoming Festival offers the opportunity for local nonprofits and community groups to raise critical funds to support their missions, as well as brings a surge of traffic to local small businesses and our downtown district surrounding the festival grounds.
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**IMPLEMENTATION TIMELINE:** Immediate effect is requested.

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## EXECUTIVE SUMMARY

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**COMPLIANCE/PERFORMANCE METRICS:** All event costs and revenues are tracked in detail.

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## COMMUNITY RELATIONS AND FINANCE DEPARTMENTS

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**TO:** City Council  
**FROM:** City Administration  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Award of contract for Sunday, Aug. 3 headlining musical performance at Dearborn Homecoming Festival 2025  
**DATE:** March 13, 2025

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### **Budget Information**

Project: Z77643: Homecoming (2025)  
Total Event Budget: \$657,740  
Requested Amount: \$175,000  
Funding Source: Designated Purposes Fund, Community Relations, Program Services  
Supplemental Budget: N/A

### **Summary of Request**

Purchasing has received a request from the Department of Community Relations to award a professional services contract to William Morris Endeavor Entertainment, LLC (WME) and/or their designee in the amount of \$175,000 for a performance of HEADLINE ARTIST on August 3, 2025 at 8:45 p.m. at the Dearborn Homecoming Festival.

### **Non-Disclosure**

Please note that due to terms discussed between WME and festival organizers, the identity of the performing artist is not to be made public until a mutually agreed upon announcement date, which is to be granted only through written authorization. In the event these terms are breached, WME or the artist may elect to immediately terminate the performance.

It is respectfully requested that Council authorize the above with immediate effect.

Respectfully submitted,

DocuSigned by:

*Alia Phillips*

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Alia Phillips  
Director of Community Relations

DocuSigned by:

*Mark Rozinsky*

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Mark Rozinsky  
Purchasing Manager

DocuSigned by:

*Michael Kennedy*

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Michael Kennedy  
Treasurer / Director of Finance

DocuSigned by:

*Jeremy Romer*

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Jeremy J. Romer  
Corporation Counsel

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## EXECUTIVE SUMMARY

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**REQUEST:** The City of Dearborn kindly requests approval to enter into a contract for the Saturday, August 2 headlining musical performance at Dearborn Homecoming Festival 2025.

**DEPARTMENT:** Community Relations, In Conjunction with Purchasing

**BRIEF DESCRIPTION:** The Department of Community Relations kindly requests that Dearborn City Council award a professional services contract to Wasserman Music Group, LLC (Wasserman) and/or their designee in the amount of \$40,000 for a performance of HEADLINE ARTIST on August 2, 2025 at 8:45 p.m. at the Dearborn Homecoming Festival.

Please note that due to terms discussed between Wasserman and festival organizers, the identity of the performing artist is not to be made public until a mutually agreed upon announcement date, which is to be granted only through written authorization. In the event these terms are breached, Wasserman or the artist may elect to immediately terminate the performance.

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**PRIOR COUNCIL ACTION:** In 2023 and 2024, Dearborn City Council awarded a similar request for a Dearborn Homecoming Festival headlining performer.

C.R. 6-321-23, 6-322-23, 3-100-24

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**BACKGROUND:** Each year, the City of Dearborn contracts the services of headlining musical entertainment to perform at Dearborn Homecoming Festival.

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**FISCAL IMPACT:**

- \$40,000 - Designated Purposes Fund, Community Relations, Program Services, Project Z77643

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**IMPACT TO COMMUNITY:**

- Through Dearborn Homecoming Festival, the City of Dearborn provides a highly anticipated weekend of recreational and cultural enrichment to our residents as well as attendees from the greater metro area. Additionally, Dearborn Homecoming Festival offers the opportunity for local nonprofits and community groups to raise critical funds to support their missions, as well as brings a surge of traffic to local small businesses and our downtown district surrounding the festival grounds.



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## EXECUTIVE SUMMARY

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**IMPLEMENTATION TIMELINE:** Immediate effect is requested.

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**COMPLIANCE/PERFORMANCE METRICS:** All event costs and revenues are tracked in detail.

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## COMMUNITY RELATIONS AND FINANCE DEPARTMENT

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**TO:** City Council  
**FROM:** City Administration  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Award of contract for Saturday, Aug. 2 headlining musical performance at Dearborn Homecoming Festival 2025  
**DATE:** March 13, 2025

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### **Budget Information**

Project: Z77643: Homecoming (2025)  
Total Event Budget: \$657,740  
Requested Amount: \$40,000  
Funding Source: Designated Purposes Fund, Community Relations, Program Services  
Supplemental Budget: N/A

### **Summary of Request**

Purchasing has received a request from the Department of Community Relations to award a professional services contract to Wasserman Music Group, LLC (Wasserman) and/or their designee in the amount of \$40,000 for a performance of HEADLINE ARTIST on August 2, 2025 at 8:45 p.m. at the Dearborn Homecoming Festival.

### **Non-Disclosure**

Please note that due to terms discussed between Wasserman and festival organizers, the identity of the performing artist is not to be made public until a mutually agreed upon announcement date, which is to be granted only through written authorization. In the event these terms are breached, Wasserman or the artist may elect to immediately terminate the performance.

It is respectfully requested that Council authorize the above with immediate effect.

Respectfully submitted,

DocuSigned by:

*Alia Phillips*

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Alia Phillips  
Director of Community Relations

DocuSigned by:

*Mark Rozinsky*

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Mark Rozinsky  
Purchasing Manager

DocuSigned by:

*Michael Kennedy*

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Michael Kennedy  
Treasurer / Director of Finance

DocuSigned by:

*Jeremy Romer*

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Jeremy J. Romer  
Corporation Counsel

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## EXECUTIVE SUMMARY

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**REQUEST:** The City of Dearborn kindly requests approval to enter into a contract for the Friday, August 1 headlining musical performance at Dearborn Homecoming Festival 2025.

**DEPARTMENT:** Community Relations, In Conjunction with Purchasing

**BRIEF DESCRIPTION:** The Department of Community Relations kindly requests that Dearborn City Council award a professional services contract to William Morris Endeavor Entertainment, LLC (WME) and/or their designee in the amount of \$50,000 for a performance of HEADLINE ARTIST on August 1, 2025 at 8:45 p.m. at the Dearborn Homecoming Festival.

Please note that due to terms discussed between WME and festival organizers, the identity of the performing artist is not to be made public until a mutually agreed upon announcement date, which is to be granted only through written authorization. In the event these terms are breached, Wasserman or the artist may elect to immediately terminate the performance.

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**PRIOR COUNCIL ACTION:** In 2023 and 2024, Dearborn City Council awarded a similar request for a Dearborn Homecoming Festival headlining performer.

C.R. 6-321-23, 6-322-23, 3-100-24

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**BACKGROUND:** Each year, the City of Dearborn contracts the services of headlining musical entertainment to perform at Dearborn Homecoming Festival.

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**FISCAL IMPACT:**

- \$50,000 - Designated Purposes Fund, Community Relations, Program Services, Project Z77643
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**IMPACT TO COMMUNITY:**

- Through Dearborn Homecoming Festival, the City of Dearborn provides a highly anticipated weekend of recreational and cultural enrichment to our residents as well as attendees from the greater metro area. Additionally, Dearborn Homecoming Festival offers the opportunity for local nonprofits and community groups to raise critical funds to support their missions, as well as brings a surge of traffic to local small businesses and our downtown district surrounding the festival grounds.

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## EXECUTIVE SUMMARY

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**IMPLEMENTATION TIMELINE:** Immediate effect is requested.

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**COMPLIANCE/PERFORMANCE METRICS:** All event costs and revenues are tracked in detail.

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## COMMUNITY RELATIONS AND FINANCE DEPARTMENT

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**TO:** City Council  
**FROM:** City Administration  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Award of contract for Friday, Aug. 1 headlining musical performance at Dearborn Homecoming Festival 2025  
**DATE:** March 13, 2025

---

### **Budget Information**

Project: Z77643: Homecoming (2025)  
Total Event Budget: \$657,740  
Requested Amount: \$50,000  
Funding Source: Designated Purposes Fund, Community Relations, Program Services  
Supplemental Budget: N/A

### **Summary of Request**

Purchasing has received a request from the Department of Community Relations to award a professional services contract to William Morris Endeavor Entertainment, LLC (WME) and/or their designee in the amount of \$50,000 for a performance of HEADLINE ARTIST on August 1, 2025 at 8:45 p.m. at the Dearborn Homecoming Festival.

### **Non-Disclosure**

Please note that due to terms discussed between WME and festival organizers, the identity of the performing artist is not to be made public until a mutually agreed upon announcement date, which is to be granted only through written authorization. In the event these terms are breached, Wasserman or the artist may elect to immediately terminate the performance.

It is respectfully requested that Council authorize the above with immediate effect.

Respectfully submitted,

DocuSigned by:

*Alia Phillips*

64E917BA272444C

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Alia Phillips  
Director of Community Relations

DocuSigned by:

*Mark Rozinsky*

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Mark Rozinsky  
Purchasing Manager

DocuSigned by:

*Michael Kennedy*

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Michael Kennedy  
Treasurer / Director of Finance

DocuSigned by:

*Jeremy Romer*

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Jeremy J. Romer  
Corporation Counsel



## EXECUTIVE SUMMARY AND MEMORANDUM

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### REQUEST:

The Dearborn Fire Department requests approval for participation in the Mutual Aid Box Alarm System Association (MABAS).

### DEPARTMENT:

Fire Department

### BRIEF DESCRIPTION

The Mutual Aid Box Alarm System is a statewide agreement for mutual aid services among fire departments. As a member of the Western Wayne Mutual Aid Association, we are a member of MABAS Base #3203, which requires annual approval from the City Council. There are no additional dues for participating in MABAS; however, City resources may be called upon to assist during large-scale emergencies.

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### PRIOR COUNCIL ACTION:

N/A

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### BACKGROUND

The Mutual Aid Box Alarm System is a statewide agreement for mutual aid services among fire departments. As a member of the Western Wayne Mutual Aid Association, we are a member of MABAS Base #3203, which requires annual approval from the City Council. There are no additional dues for participating in MABAS; however, City resources may be called upon to assist during large-scale emergencies.

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### FISCAL IMPACT:

None. Unless called upon to assist another community. When activated, associated costs are typically reimbursed by the state or local authority.

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### COMMUNITY IMPACT:

Participation in MABAS provides Dearborn access to firefighting, EMS, and specialized rescue services from all regions across the state during large-scale emergencies.

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## EXECUTIVE SUMMARY AND MEMORANDUM

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### **IMPLEMENTATION TIMELINE:**

Immediate-Currently a participating member.

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### **COMPLIANCE/PERFORMANCE METRICS:**

The Fire Department Administration will continue to monitor the use of mutual aid and cost efficiencies related to this membership.



## EXECUTIVE SUMMARY AND MEMORANDUM

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**TO:** City Council

**FROM:** Fire Chief Joseph Murray

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** MABAS Agreement

**DATE** February 26, 2025

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### **Summary of Request**

The Dearborn Fire Department requests approval for participation in the Mutual Aid Box Alarm System Association (MABAS).

### **Background and Justification**

The Mutual Aid Box Alarm System is a statewide agreement for mutual aid services among fire departments. As a member of the Western Wayne Mutual Aid Association, we are a member of MABAS Base #3203, which requires annual approval from the City Council. There are no additional dues for participating in MABAS; however, City resources may be called upon to assist during large-scale emergencies.

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## EXECUTIVE SUMMARY AND MEMORANDUM

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### 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

DocuSigned by:

*Michael Kennedy*

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Michael Kennedy  
Finance Director

**AMENDED MICHIGAN MUTUAL AID BOX ALARM SYSTEM ASSOCIATION  
AGREEMENT**

**Effective Date:** \_\_\_\_\_

**BETWEEN**

**PARTICIPATING POLITICAL SUBDIVISIONS AS SIGNATORIES  
TO THIS INTERLOCAL AGREEMENT**

This Agreement is entered into between the participating units of local government "Parties" that execute this Agreement and adopt its terms and conditions as provided by law. This Agreement supersedes any and all prior Agreements and amendments to the Michigan Mutual Aid Box Alarm System Association Agreement.

**WHEREAS**, the Constitution of the State of Michigan, 1963, Article VII, Section 28, authorizes units of local government to contract as provided by law; and,

**WHEREAS**, the Urban Cooperation Act, of 1967, 1967 PA 7, MCL 124.501, et seq., provides that any political subdivision of Michigan or of another state may enter into interlocal agreements for joint exercise of power, privilege, or authority that agencies share in common and might each exercise separately; and,

**WHEREAS**, the Parties have determined that it is in their best interests to enter into this Agreement to secure to each the benefits of mutual aid in fire protection, suppression, rescue and emergency medical assistance, hazardous materials control, technical rescue and/or other emergency support for an Emergency, Disaster, or other Serious Threat to Public Health and Safety; and,

**WHEREAS**, the Parties have determined that it is in their best interests to form an association to provide for communications procedures, training, and other functions to further the provision of said protection of life and property during an Emergency, Disaster, or other Serious Threat to Public Health and Safety; and

**WHEREAS**, the Constitution and people of the State of Michigan have long recognized the value of cooperation by and among the state and its political subdivisions;

NOW, THEREFORE, the Parties agree as follows:

## **SECTION ONE**

### **Purpose**

It is recognized and acknowledged that in certain situations, such as natural disasters and man-made catastrophes, no political subdivision possesses all the necessary resources to cope with every possible Emergency, Disaster or Serious Threat to Public Safety, and an effective, efficient response can be best achieved by leveraging collective resources from other political subdivisions. Further, it is acknowledged that coordination of mutual aid through the Michigan Mutual Aid Box Alarm System Association (MI-MABAS) is most effective for best practices and efficient provision of mutual aid.

## **SECTION TWO**

### **Definitions**

The Parties agree that the following words and expressions, as used in this Agreement, whenever initially capitalized, whether used in the singular or plural, possessive or non-possessive, either within or without quotation marks, shall be defined and interpreted as follows:

- A. "Agreement" means the MI-MABAS Agreement.
- B. "Michigan Mutual Aid Box Alarm System" ("MABAS") means a definite and prearranged plan whereby response and assistance is provided to a

Requesting Party by an Assisting Party in accordance with the system established and maintained by MI-MABAS Members;

- C. "Party" means a political subdivision which has entered into this Agreement as a signatory;
- D. "Requesting Party" means any Party requesting assistance under this agreement;
- E. "Assisting Party" means any Party furnishing equipment, personnel, and/or services to a Requesting Party under this agreement;
- F. "Emergency" means an occurrence or condition in a Party's jurisdiction which results in a situation of such magnitude and/or consequence that it cannot be adequately handled by the Requesting Party and such that a Requesting Party determines the necessity of requesting aid;
- G. "Disaster" means an occurrence or threat of widespread or severe damage, injury, or loss of life or property resulting from a natural or human-made cause, including fire, flood, snowstorm, ice storm, tornado, windstorm, wave action, oil spill, water contamination, utility failure, hazardous peacetime radiological incident, major transportation accident, hazardous materials incident, epidemic, air contamination, or similar occurrences resulting from terrorist activities, riots, or civil disorders;
- H. "Serious Threats to Public Health and Safety" means other threats or incidents such as those described as Disasters, of sufficient magnitude that the necessary public safety response threatens to overwhelm local resources and requires mutual aid or other assistance;

- I. "Division" means the geographically associated Parties which have been grouped for operational efficiency and representation of those Parties;
- J. "Training" means the regular scheduled practice of emergency procedures during non-emergency drills to implement the necessary joint operations of MI-MABAS;
- K. "Executive Board" means the governing body of MI-MABAS composed of Division representatives.
- L. "Effective Date" means the date on which the Agreement is first filed with the Department of State, the Office of the Great Seal, and each county where Parties are located.
- M. "Special Operations Teams" means MI-MABAS recognized teams of personnel with the requisite training and skill for Hazardous Materials Response, Technical Rescue Response (including Strike Teams and Michigan Task Force 1) and Incident Management Teams.

### **SECTION THREE**

#### **Establishment of the Association, the Divisions and Executive Board of MI-MABAS**

##### **A. Establishment of the Association**

1. The Parties intend and agree that MI-MABAS is established as separate legal entity and public body corporate pursuant to the Michigan Urban Cooperation Act of 1967, 1967 PA, MCL 124.505(c) and this Agreement.
2. Name of MI-MABAS. The formal name of the Association is "Michigan Mutual Aid Box Alarm System Association".

3. **Federal Tax Status.** The Parties intend that MI-MABAS and all Divisions shall be exempt from federal income tax under Section 115(1) of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any future tax code
4. **State and Local Tax Status.** The parties intend that the MI-MABAS and all Divisions shall be exempt from all State and local taxation including, but not limited to, sales, use, income, single business, and property taxes under the applicable provisions of the laws of the State.
5. **Title to MI-MABAS Property.** All property is owned by MI-MABAS as a separate legal entity. MI-MABAS may hold any of its property in its own name or in the name of one (1) or more of the Parties or Divisions, as determined by the Parties.
6. **Principal Office.** The principal office of the Association ("Principal Office") shall be at such locations determined by the MI-MABAS Executive Board.

**B. Establishment of the Executive Board.**

An Executive Board shall be established to consider, adopt, and amend needed rules, procedures, by-laws and any other matters deemed necessary by the Parties. The Executive Board shall consist of a member elected from each Division of MI-MABAS who shall serve as the voting representative of said Division of MI-MABAS matters, and may appoint a designee from his or her Division to serve temporarily in his or her stead. Such designee shall have all rights and privileges attendant to a representative of the Division. A President and Vice President shall be elected from the representatives of the



Parties and shall serve without compensation. The President and other officers shall coordinate the activities of the MI-MABAS Association.

## **SECTION FOUR**

### **Duties of the Executive Board**

The Executive Board shall meet regularly to conduct business and to consider and publish the rules, procedures, and bylaws of the MI-MABAS Association, which shall govern the Executive Board meetings and such other relevant matters as the Executive Board shall deem necessary.

## **SECTION FIVE**

### **Rules and Procedures**

Rules, procedures, and by laws of the MI-MABAS Association shall be established by the Member Units via the Executive Board as deemed necessary for the purpose of administrative functions, the exchange of information, and the common welfare of the MI-MABAS.

## **SECTION SIX**

### **Authority and Action to Effect Mutual Aid**

- A. The Parties hereby authorize and direct their respective Fire Chief or his or her designee to take necessary and proper action to render and/or request mutual aid from the other Parties in accordance with the policies and procedure established and maintained by the MI-MABAS Association.

- B. Upon a Fire Department's receipt of a request from another Party for Fire Services, the Fire Chief, the ranking officer on duty, or other officer as designated by the Fire Chief shall have the right to commit the requested Firefighters, other personnel, and Fire Apparatus to the assistance of the requesting Party. The aid rendered shall be to the extent of available personnel and equipment not required for adequate protection of the territorial limits of the Responding Party. The judgment of the Fire Chief, or his or her designee, of the Responding Party shall be final as to the personnel and equipment available to render aid.
- C. An authorized representative of the Party which has withheld or refused to provide requested assistance under this Agreement shall immediately notify the Requesting Party, and shall submit an explanation for the refusal.

## **SECTION SEVEN**

### **Jurisdiction Over Personnel and Equipment**

Personnel dispatched to aid a party pursuant to this Agreement shall at all times remain employees of the Assisting Party, and are entitled to receive benefits and/or compensation to which they are otherwise entitled to under the Michigan Workers' Disability Compensation Act of 1969, any pension law, or any act of Congress.

Personnel dispatched intrastate to assist a party pursuant to this Agreement continue to enjoy all powers, duties, rights, privileges, and immunities as provided by Michigan Law. When Parties are dispatched pursuant to the Emergency Management Assistance Compact (EMAC), the Parties shall adhere to all provisions of the EMAC. Personnel rendering aid shall report for direction and assignment at the scene of the emergency to the Incident Commander of the Requesting Party.

## **SECTION EIGHT**

### **Compensation for Aid**

Equipment, personnel, and/or services provided pursuant to this Agreement, absent a state or federal declaration of emergency or disaster, excluding resources for Special Operations Teams, shall be at no charge to the Requesting Party for the first eight hours. Any expenses recoverable from third parties shall be equitably distributed among Responding Parties. Requests for a response from any MI-MABAS Special Operations Team may require full and complete reimbursement to the responding Team for all expenses, including but not limited to, expenses for equipment, personnel, management and administration and all other services provided at an incident. The Executive Board shall adopt fee schedules that establish rates for Special Operations Team responses. Nothing herein shall operate to bar any recovery of funds from any state or federal agency under any existing statutes. The Parties reserve the right to waive any charges to a Requesting Party.

## **SECTION NINE**

### **Insurance**

Each Party shall procure and maintain, at its sole and exclusive expense, insurance coverage, including comprehensive liability, personal injury, property damage, worker's compensation, and, if applicable, emergency medical service professional liability, with minimum limits of \$1,000,000 auto and \$1,000,000 combined single limit general liability and professional liability. The obligations of the Section may be satisfied by a Party's membership in a self-insurance pool, a self-insurance plan, or arrangement with an insurance provider approved by the state of jurisdiction. The

Executive Board may require that copies or other evidence of compliance with the provisions of this Section be provided by the Parties to the Executive Board.

## **SECTION TEN**

### **Liability**

Each Party will be solely responsible for the acts of its own employees, agents, and subcontractors, the costs associated with those acts, and the defense of those acts. The Parties shall not be responsible for any liability or costs associated with those acts and the defense of those acts for Parties outside of their political jurisdictions. It is agreed that none of the Parties shall be liable for failure to respond for any reason to any request for Fire Services or for leaving the scene of an Incident with proper notice after responding to a request for service.

## **SECTION ELEVEN**

### **No Waiver of Governmental Immunity**

All of the privileges and immunities from liability, and exemptions from laws, ordinances and rules, and all pensions, relief, disability, worker's compensation and other benefits which apply to the activity of Parties, officers, agency, or employees of any public agents or employees of any public agency when performing their respective functions within the territorial limits for their respective agencies, shall apply to the same degree and extent to the performance of such functions and duties of such Parties, officers, agents, or employees extraterritorially under the provision of this Agreement. No provision of the Agreement is intended, nor shall any provision of this Agreement be construed, as a waiver by any Party of any governmental immunity as provided by the Act or otherwise under law.

## **SECTION TWELVE**

### **Term**

- A. The existence of MI-MABAS commences on the Effective Date and continues until terminated in accordance with this Section.
- B. Any Party may withdraw, at any time, from this Agreement for any reason, or for no reason at all, upon thirty (30) days written notice to the Association. The withdrawal of any Party shall not terminate or have any effect upon the provisions of this Agreement so long as the MI-MABAS remains composed of at least two (2) Parties. Parties withdrawing from MI-MABAS and subsequently requesting a mutual aid resource from a MI-MABAS member may be subject to reasonable fees for that resource according to the fee schedule established, and periodically reviewed and updated, by the Executive Board.

- C. This Agreement shall continue until terminated by the first to occur of the following:
- (i) The Association consists of less than two (2) Parties; or,
  - (ii) A unanimous vote of termination by the total membership of the Executive Board.

## **SECTION THIRTEEN**

### **Miscellaneous**

- A. Entire Agreement. This Agreement sets forth the entire agreement between the Parties. The language of this Agreement shall be construed as a whole according to its fair meaning and not construed strictly for or against any party. The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement.
- B. Severability of Provisions. If a Court of competent jurisdiction finds any provision of this Agreement invalid or unenforceable, then that provision shall be deemed severed from this Agreement. The remainder of this Agreement shall remain in full force.
- C. Governing Law/Consent to Jurisdiction and Venue. This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced, and governed under the laws of the State of Michigan.
- D. Captions. The captions, headings, and titles in this Agreement are intended for the convenience of the reader and not intended to have any substantive meaning and are not to be interpreted as part of this Agreement.

- E. Terminology. All terms and words used in this Agreement, regardless of the numbers or gender in which they are used, are deemed to include any other number and any other gender as the context may require.
- F. Recitals. The Recitals shall be considered an integral part of this Agreement.
- G. Amendment. The Agreement may be amended or an alternative form of the Agreement adopted only upon written agreement and approval of the governing bodies of all Parties. Amendments to this Agreement shall be filed with the Department of State, the Office of the Great Seal, each county of the State where a Party is located, and any other governmental agency, office, and official required by law. The undersigned unit of local government or public agency hereby adopts, subscribes, and approves this Agreement to which this signature page will be attached, and agrees to be a party and be bound by the terms.
- H. Compliance with Law. The Association shall comply with all federal and State laws, rules, regulations, and orders applicable to this Agreement.
- I. No Third Party Beneficiaries. Except as expressly provided herein, this Agreement does not create, by implication or otherwise, any direct or indirect obligation, duty, promise, benefit, right of indemnification (i.e., contractual, legal, equitable, or by implication) right of subrogation as to any Party's rights in this Agreement, or any other right of any kind in favor of any individual or legal entity.
- J. Counterpart Signatures. This Agreement may be signed in counterpart. The counterparts taken together shall constitute one (1) agreement.
- K. Permits and Licenses. Each Party shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations for its employees and/or agents

necessary to perform all its obligations under this Agreement. Upon request, a Party shall furnish copies of any permit, license, certificate or governmental authorization to the requesting party.

- L. No Implied Waiver. Absent a written waiver, no fact, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.
- M. Notices. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first class U.S. mail postage prepaid to the person appointed to the governing board by the governing body of the participating agency.

Political Entity

Chief Executive Official

Date



**AMENDED MICHIGAN MUTUAL AID BOX ALARM SYSTEM ASSOCIATION  
AGREEMENT**

**Effective Date:** \_\_\_\_\_

**BETWEEN**

**PARTICIPATING POLITICAL SUBDIVISIONS AS SIGNATORIES  
TO THIS INTERLOCAL AGREEMENT**

This Agreement is entered into between the participating units of local government "Parties" that execute this Agreement and adopt its terms and conditions as provided by law. This Agreement supersedes any and all prior Agreements and amendments to the Michigan Mutual Aid Box Alarm System Association Agreement.

**WHEREAS**, the Constitution of the State of Michigan, 1963, Article VII, Section 28, authorizes units of local government to contract as provided by law; and,

**WHEREAS**, the Urban Cooperation Act, of 1967, 1967 PA 7, MCL 124.501, et seq., provides that any political subdivision of Michigan or of another state may enter into interlocal agreements for joint exercise of power, privilege, or authority that agencies share in common and might each exercise separately; and,

**WHEREAS**, the Parties have determined that it is in their best interests to enter into this Agreement to secure to each the benefits of mutual aid in fire protection, suppression, rescue and emergency medical assistance, hazardous materials control, technical rescue and/or other emergency support for an Emergency, Disaster, or other Serious Threat to Public Health and Safety; and,

**WHEREAS**, the Parties have determined that it is in their best interests to form an association to provide for communications procedures, training, and other functions to further the provision of said protection of life and property during an Emergency, Disaster, or other Serious Threat to Public Health and Safety; and

**WHEREAS**, the Constitution and people of the State of Michigan have long recognized the value of cooperation by and among the state and its political subdivisions;

NOW, THEREFORE, the Parties agree as follows:

## **SECTION ONE**

### **Purpose**

It is recognized and acknowledged that in certain situations, such as natural disasters and man-made catastrophes, no political subdivision possesses all the necessary resources to cope with every possible Emergency, Disaster or Serious Threat to Public Safety, and an effective, efficient response can be best achieved by leveraging collective resources from other political subdivisions. Further, it is acknowledged that coordination of mutual aid through the Michigan Mutual Aid Box Alarm System Association (MI-MABAS) is most effective for best practices and efficient provision of mutual aid.

## **SECTION TWO**

### **Definitions**

The Parties agree that the following words and expressions, as used in this Agreement, whenever initially capitalized, whether used in the singular or plural, possessive or non-possessive, either within or without quotation marks, shall be defined and interpreted as follows:

- A. "Agreement" means the MI-MABAS Agreement.
- B. "Michigan Mutual Aid Box Alarm System" ("MABAS") means a definite and prearranged plan whereby response and assistance is provided to a

Requesting Party by an Assisting Party in accordance with the system established and maintained by MI-MABAS Members;

- C. "Party" means a political subdivision which has entered into this Agreement as a signatory;
- D. "Requesting Party" means any Party requesting assistance under this agreement;
- E. "Assisting Party" means any Party furnishing equipment, personnel, and/or services to a Requesting Party under this agreement;
- F. "Emergency" means an occurrence or condition in a Party's jurisdiction which results in a situation of such magnitude and/or consequence that it cannot be adequately handled by the Requesting Party and such that a Requesting Party determines the necessity of requesting aid;
- G. "Disaster" means an occurrence or threat of widespread or severe damage, injury, or loss of life or property resulting from a natural or human-made cause, including fire, flood, snowstorm, ice storm, tornado, windstorm, wave action, oil spill, water contamination, utility failure, hazardous peacetime radiological incident, major transportation accident, hazardous materials incident, epidemic, air contamination, or similar occurrences resulting from terrorist activities, riots, or civil disorders;
- H. "Serious Threats to Public Health and Safety" means other threats or incidents such as those described as Disasters, of sufficient magnitude that the necessary public safety response threatens to overwhelm local resources and requires mutual aid or other assistance;

- I. "Division" means the geographically associated Parties which have been grouped for operational efficiency and representation of those Parties;
- J. "Training" means the regular scheduled practice of emergency procedures during non-emergency drills to implement the necessary joint operations of MI-MABAS;
- K. "Executive Board" means the governing body of MI-MABAS composed of Division representatives.
- L. "Effective Date" means the date on which the Agreement is first filed with the Department of State, the Office of the Great Seal, and each county where Parties are located.
- M. "Special Operations Teams" means MI-MABAS recognized teams of personnel with the requisite training and skill for Hazardous Materials Response, Technical Rescue Response (including Strike Teams and Michigan Task Force 1) and Incident Management Teams.

### **SECTION THREE**

#### **Establishment of the Association, the Divisions and Executive Board of MI-MABAS**

##### **A. Establishment of the Association**

1. The Parties intend and agree that MI-MABAS is established as separate legal entity and public body corporate pursuant to the Michigan Urban Cooperation Act of 1967, 1967 PA, MCL 124.505(c) and this Agreement.
2. Name of MI-MABAS. The formal name of the Association is "Michigan Mutual Aid Box Alarm System Association".

3. Federal Tax Status. The Parties intend that MI-MABAS and all Divisions shall be exempt from federal income tax under Section 115(1) of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any future tax code
4. State and Local Tax Status. The parties intend that the MI-MABAS and all Divisions shall be exempt from all State and local taxation including, but not limited to, sales, use, income, single business, and property taxes under the applicable provisions of the laws of the State.
5. Title to MI-MABAS Property. All property is owned by MI-MABAS as a separate legal entity. MI-MABAS may hold any of its property in its own name or in the name of one (1) or more of the Parties or Divisions, as determined by the Parties.
6. Principal Office. The principal office of the Association ("Principal Office") shall be at such locations determined by the MI-MABAS Executive Board.

**B. Establishment of the Executive Board.**

An Executive Board shall be established to consider, adopt, and amend needed rules, procedures, by-laws and any other matters deemed necessary by the Parties. The Executive Board shall consist of a member elected from each Division of MI-MABAS who shall serve as the voting representative of said Division of MI-MABAS matters, and may appoint a designee from his or her Division to serve temporarily in his or her stead. Such designee shall have all rights and privileges attendant to a representative of the Division. A President and Vice President shall be elected from the representatives of the

Parties and shall serve without compensation. The President and other officers shall coordinate the activities of the MI-MABAS Association.

#### **SECTION FOUR**

##### **Duties of the Executive Board**

The Executive Board shall meet regularly to conduct business and to consider and publish the rules, procedures, and bylaws of the MI-MABAS Association, which shall govern the Executive Board meetings and such other relevant matters as the Executive Board shall deem necessary.

#### **SECTION FIVE**

##### **Rules and Procedures**

Rules, procedures, and by laws of the MI-MABAS Association shall be established by the Member Units via the Executive Board as deemed necessary for the purpose of administrative functions, the exchange of information, and the common welfare of the MI-MABAS.

#### **SECTION SIX**

##### **Authority and Action to Effect Mutual Aid**

- A. The Parties hereby authorize and direct their respective Fire Chief or his or her designee to take necessary and proper action to render and/or request mutual aid from the other Parties in accordance with the policies and procedure established and maintained by the MI-MABAS Association.

- B. Upon a Fire Department's receipt of a request from another Party for Fire Services, the Fire Chief, the ranking officer on duty, or other officer as designated by the Fire Chief shall have the right to commit the requested Firefighters, other personnel, and Fire Apparatus to the assistance of the requesting Party. The aid rendered shall be to the extent of available personnel and equipment not required for adequate protection of the territorial limits of the Responding Party. The judgment of the Fire Chief, or his or her designee, of the Responding Party shall be final as to the personnel and equipment available to render aid.
- C. An authorized representative of the Party which has withheld or refused to provide requested assistance under this Agreement shall immediately notify the Requesting Party, and shall submit an explanation for the refusal.

## **SECTION SEVEN**

### **Jurisdiction Over Personnel and Equipment**

Personnel dispatched to aid a party pursuant to this Agreement shall at all times remain employees of the Assisting Party, and are entitled to receive benefits and/or compensation to which they are otherwise entitled to under the Michigan Workers' Disability Compensation Act of 1969, any pension law, or any act of Congress.

Personnel dispatched intrastate to assist a party pursuant to this Agreement continue to enjoy all powers, duties, rights, privileges, and immunities as provided by Michigan Law. When Parties are dispatched pursuant to the Emergency Management Assistance Compact (EMAC), the Parties shall adhere to all provisions of the EMAC. Personnel rendering aid shall report for direction and assignment at the scene of the emergency to the Incident Commander of the Requesting Party.

## **SECTION EIGHT**

### **Compensation for Aid**

Equipment, personnel, and/or services provided pursuant to this Agreement, absent a state or federal declaration of emergency or disaster, excluding resources for Special Operations Teams, shall be at no charge to the Requesting Party for the first eight hours. Any expenses recoverable from third parties shall be equitably distributed among Responding Parties. Requests for a response from any MI-MABAS Special Operations Team may require full and complete reimbursement to the responding Team for all expenses, including but not limited to, expenses for equipment, personnel, management and administration and all other services provided at an incident. The Executive Board shall adopt fee schedules that establish rates for Special Operations Team responses. Nothing herein shall operate to bar any recovery of funds from any state or federal agency under any existing statutes. The Parties reserve the right to waive any charges to a Requesting Party.

## **SECTION NINE**

### **Insurance**

Each Party shall procure and maintain, at its sole and exclusive expense, insurance coverage, including comprehensive liability, personal injury, property damage, worker's compensation, and, if applicable, emergency medical service professional liability, with minimum limits of \$1,000,000 auto and \$1,000,000 combined single limit general liability and professional liability. The obligations of the Section may be satisfied by a Party's membership in a self-insurance pool, a self-insurance plan, or arrangement with an insurance provider approved by the state of jurisdiction. The



Executive Board may require that copies or other evidence of compliance with the provisions of this Section be provided by the Parties to the Executive Board.

## **SECTION TEN**

### **Liability**

Each Party will be solely responsible for the acts of its own employees, agents, and subcontractors, the costs associated with those acts, and the defense of those acts. The Parties shall not be responsible for any liability or costs associated with those acts and the defense of those acts for Parties outside of their political jurisdictions. It is agreed that none of the Parties shall be liable for failure to respond for any reason to any request for Fire Services or for leaving the scene of an Incident with proper notice after responding to a request for service.

## **SECTION ELEVEN**

### **No Waiver of Governmental Immunity**

All of the privileges and immunities from liability, and exemptions from laws, ordinances and rules, and all pensions, relief, disability, worker's compensation and other benefits which apply to the activity of Parties, officers, agency, or employees of any public agents or employees of any public agency when performing their respective functions within the territorial limits for their respective agencies, shall apply to the same degree and extent to the performance of such functions and duties of such Parties, officers, agents, or employees extraterritorially under the provision of this Agreement. No provision of the Agreement is intended, nor shall any provision of this Agreement be construed, as a waiver by any Party of any governmental immunity as provided by the Act or otherwise under law.

## **SECTION TWELVE**

### **Term**

- A. The existence of MI-MABAS commences on the Effective Date and continues until terminated in accordance with this Section.
- B. Any Party may withdraw, at any time, from this Agreement for any reason, or for no reason at all, upon thirty (30) days written notice to the Association. The withdrawal of any Party shall not terminate or have any effect upon the provisions of this Agreement so long as the MI-MABAS remains composed of at least two (2) Parties. Parties withdrawing from MI-MABAS and subsequently requesting a mutual aid resource from a MI-MABAS member may be subject to reasonable fees for that resource according to the fee schedule established, and periodically reviewed and updated, by the Executive Board.

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- (i) The Association consists of less than two (2) Parties; or,
  - (ii) A unanimous vote of termination by the total membership of the Executive Board.

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### **Miscellaneous**

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- F. Recitals. The Recitals shall be considered an integral part of this Agreement.
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- H. Compliance with Law. The Association shall comply with all federal and State laws, rules, regulations, and orders applicable to this Agreement.
- I. No Third Party Beneficiaries. Except as expressly provided herein, this Agreement does not create, by implication or otherwise, any direct or indirect obligation, duty, promise, benefit, right of indemnification (i.e., contractual, legal, equitable, or by implication) right of subrogation as to any Party's rights in this Agreement, or any other right of any kind in favor of any individual or legal entity.
- J. Counterpart Signatures. This Agreement may be signed in counterpart. The counterparts taken together shall constitute one (1) agreement.
- K. Permits and Licenses. Each Party shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations for its employees and/or agents

necessary to perform all its obligations under this Agreement. Upon request, a Party shall furnish copies of any permit, license, certificate or governmental authorization to the requesting party.

- L. No Implied Waiver. Absent a written waiver, no fact, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.
- M. Notices. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first class U.S. mail postage prepaid to the person appointed to the governing board by the governing body of the participating agency.

Political Entity

Chief Executive Official

Date



# FINANCE EXECUTIVE SUMMARY

## Immediate Effect is Requested

**REQUEST:** Set the Public Hearing date of May 1, 2025 at 6:30PM in the DAC Council Chambers for the FY2025-2026 Proposed Budget and Tax Rates.

**DEPARTMENT:** Finance

**BRIEF DESCRIPTION:** Pursuant to City Charter Section 13.4, Section 2-516 (c), and State Law, the City of Dearborn is required to hold a public hearing on the Proposed Budget and Tax Rates prior to the final Budget Adoption.

**PRIOR COUNCIL ACTION:** N/A

**BACKGROUND:** The Public Hearing is an important step in the budget adoption process for transparency purposes. The Public Hearing allows the community to provide feedback, and engage with elected officials regarding the Budget and Tax Rates, before the final adoption.

The notice for the Public Hearing must be published a minimum of seven days in advance of the meeting, and the notice sample is attached for reference. The notice will be posted in both Arabic and English in the Arab American News.

**FISCAL IMPACT:** N/A

**IMPACT TO COMMUNITY:** The Public Hearing allows community engagement and feedback prior to the final budget adoption.

**IMPLEMENTATION TIMELINE:** Immediate Effect is Requested.

**COMPLIANCE/PERFORMANCE METRICS:** City Staff and Administration will submit the notice for posting to the newspaper publication and develop the Public Hearing packet which will be available on both the City of Dearborn website and Clerk's office prior to the meeting.



# FINANCE

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**TO : City Council**  
**FROM : Department of Finance**  
**VIA : Mayor Abdullah H. Hammoud**  
**SUBJECT : Public Hearing on the Proposed FY2025-2026 Budget**  
**DATE : March 13, 2025**


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It is requested that the City Council set the date of Thursday May 1, 2025, for a Public Hearing on the City’s proposed budget for the ensuing fiscal year. Immediate effect is requested to ensure compliance with public notification requirements.

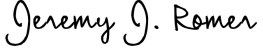
Pursuant to Section 2-516 (c) of the City Code, the notice of this hearing must be published not less than seven days prior to the date of the hearing. Under state law, the notice of this hearing must be published not less than six days prior to the date of such hearing. The hearing notice must be in the format as shown on the document provided, and the bold faced statement must be 11 point type bold faced.

The Public Hearing notice will be posted in both Arabic and English in the Arab American News.

Respectfully Submitted,

DocuSigned by:  
  
3923DB0ED71E40A...  
Corey Jarocki  
Deputy Finance Director

DocuSigned by:  
  
F77919D1421447F...  
Michael Kennedy  
Director of Finance/Treasurer

DocuSigned by:  
  
E7A573BA25E3460...  
Jeremy Romer  
Corporation Counsel

## NOTICE OF PUBLIC HEARING ON THE PROPOSED FISCAL 2025- 2026 CITY OF DEARBORN BUDGET AND THE 2026 CITY TAX RATE

A public hearing will be held Thursday, May 1, 2025 at 6:30 p.m. in the Council Chambers at the Dearborn Administrative Center, 16901 Michigan Avenue on the proposed budget for the City of Dearborn for its 2025-2026 fiscal year commencing July 1, 2025. The proposed budget is available for public inspection at the City Clerk's office located at the same address and on the City's website.

**The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.**

This notice is published pursuant to City Charter Section 13.4, Section 2-516 (c) of the City Code, and applicable provisions of state law.



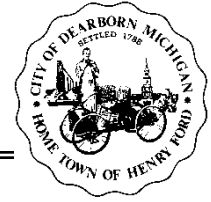
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## OFFICE OF THE 34<sup>TH</sup> CITY COUNCIL

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To: City Clerk  
From: City Council  
Date: March 7, 2025  
Subject: Sympathy Resolution

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By Council President Sareini supported unanimously.

WHEREAS: The Council has learned with sorrow of the passing of Captain Jeremy Watkins and;

WHEREAS: This departure at the dictation of Divine Providence constitutes an irreplaceable loss to the beloved family and numerous friends and neighbors: be it

RESOLVED: That the members of the 34th Council of the City of Dearborn here assembled, hereby sincerely extend and offer in this sad hour of bereavement, heartfelt sympathy and condolences to the family of the deceased.

Next of kin:

Christine Watkins

3736 Dudley St.

Dearborn, MI 48124