



## COMMITTEE OF THE WHOLE

May 15, 2025

### AGENDA

1. RESOLUTION BY COUNCIL PRESIDENT SAREINI SUPPORTED  
UNANIMOUSLY – Recognizing May 2025 as Military Appreciation Month in the City of Dearborn and requesting immediate effect.
2. RESOLUTION BY COUNCIL PRESIDENT SAREINI SUPPORTED  
UNANIMOUSLY – Recognizing May 2025 as National Mental Health Awareness Month in the City of Dearborn and calling this observance to the attention of all of our employees, residents, and members of the business community and requesting immediate effect.
3. RESOLUTION BY COUNCIL PRESIDENT SAREINI SUPPORTED  
UNANIMOUSLY – Recognizing May 18 through May 24, 2025 as National Public Works Week in the City of Dearborn and requesting immediate effect.
4. PUBLIC COMMENT
5. RESOLUTION IN NEED OF OFFER AND SUPPORT – Approving the minutes of the previous special (open) meeting of May 1, 2025.
6. RESOLUTION IN NEED OF OFFER AND SUPPORT – Approving the minutes of the previous special (open) meeting of May 6, 2025.
7. RESOLUTION IN NEED OF OFFER AND SUPPORT – Approving the minutes of the previous regular meeting of May 6, 2025.

8. ORDINANCE ON THE TABLE – ORDINANCE NO. 24-1841 – “An Ordinance to Amend the Water and Sewers Chapter (Chapter 19) of the Code of Ordinances of the City of Dearborn by amending Article I Entitled ‘In General’, for rates effective July 1, 2025.  
RESOLUTION IN NEED OF OFFER AND SUPPORT – To take from the table for its final reading.
9. ORDINANCE ON THE TABLE – ORDINANCE NO. 25-1842 – “An Ordinance to Amend the Licenses and Business Regulations Chapter (Chapter 12) of the Code of Ordinances of the City of Dearborn by amending VIIA, Entitled ‘Food Trucks’.”  
RESOLUTION IN NEED OF OFFER AND SUPPORT – To take from the table for its final reading.
10. ORDINANCE ON THE TABLE – ORDINANCE NO. 25-1843 – “An Ordinance to Amend the Administration Chapter (Chapter 2) of the Code of Ordinances of the City of Dearborn by amending Article VII, Entitled ‘Administrative Fees’.”  
RESOLUTION IN NEED OF OFFER AND SUPPORT – To take from the table for its final reading.
11. CORPORATION COUNSEL – Recommending  
ORDINANCE NO. 25-1844 – IN NEED OF INTRODUCTION.  
SNYOPSIS – “An Ordinance to Amend the Animals Chapter (Chapter 4) of the Code of Ordinances of the City of Dearborn by amending Section 4-23, Entitled ‘License Required; Number of Dogs Allowed’.”  
RESOLUTION IN NEED OF OFFER AND SUPPORT – To table the Ordinance.
12. ECONOMIC DEVELOPMENT – Requesting to authorize the use of two (2) on-street parking spaces for the Outdoor Seating Platform Program on the West side of Monroe Street south of Michigan Avenue, adjacent and in partnership with The Great Commoner and the West Dearborn Downtown Development Authority (WDDDA), from May 1, 2025 until June 30, 2026, subject to certain stipulations and requesting immediate effect.

13. PUBLIC WORKS/ENGINEERING – Requesting to authorize the Engineering Division to execute the Water Main Easement Agreement with Smart Town North, LLC Condominium, owner of the properties located at 15625, 15725, and 15825 Lundy Parkway, for the construction and maintenance of the public water main and sanitary sewer, subject to the review and approval of Corporation Counsel; also requesting that the Engineering Division be authorized to record the necessary documents with the Wayne County Register of Deeds and requesting immediate effect.
14. PURCHASING –Requesting to award a contract to DiPonio Contracting, LLC, lowest responsive and responsible bid, in the amount of \$6,298,503, with a contingency in the amount of \$200,000 for Water Main Replacement and Asphalt Street Resurfacing Phase 3-2025 (Dearborn Job No. 2024-019); also requesting that the City Engineer be authorized to execute all change orders or modifications that utilize all approved contingency and requesting immediate effect. (82-5)
15. PURCHASING – Requesting to award a contract to Mustang Fence Company in the amount of \$203,265 for the Installation and Replacement of Fencing at the DPW Yard in order to meet updated safety and compliance requirements from the Railroad, Wayne County, and EGLE (Michigan Department of Environment, Great Lakes, and Energy) and requesting immediate effect. (45-3)
16. PURCHASING – Requesting to award a contract to RJ Thomas Manufacturing CO., lowest bidder for the preferred metal frame tables, in the amount of \$331,674.50 for the purchase of Picnic Tables for City Parks; also requesting that the Finance Director be authorized to transfer project funding in the amount of \$400,000 from the Facility Fund to the General Capital Improvement Fund and to recognize and appropriate the transfer in Project I29724 and requesting immediate effect. (74-20) [2-568 (6)]
17. PURCHASING – Requesting to award a contract to Key Construction LLC, lowest responsive and responsible bid, in the amount of \$64,000 for Hemlock Park Cabin Renovations. (58-4) [2-568 (6)]
18. PURCHASING – Requesting to authorize additional expenditures to Lutz Roofing (C.R. 4-191-25) in the amount of \$140,551, which includes a 5% contingency in the amount of \$6,692, for the addition of Flushing Repair, Drain Replacement, and Masonry Repair for Fire Station 1-4 Roof Replacement which were omitted from the original authorization and requesting immediate effect.

19. FIRE – Requesting to approve the City of Melvindale’s application and request to use City-owned property located at 2701 Greenfield Rd. for its fireworks display on Sunday, June 18, 2025 at approximately 10:00 p.m., contingent upon Melvindale complying with all conditions and requirements; also requesting to waive the Noise Ordinance requirements for the duration of the firework display and that the Fire Chief be authorized to set rain dates as needed and requesting immediate effect.
20. PARKS & RECREATION – Having no objection to the request of The Ashura Project to conduct their 11<sup>th</sup> Annual “March for Justice” Procession/Rally on Sunday, July 6, 2025 from 6:00 A.M to 2:30 P.M., with assistance from the Police Department for traffic safety/crowd control for the entire duration of the event, subject to all applicable ordinances, rules and regulations of the Dearborn Police Department and reimbursement for all City-Services; also requesting to authorize the use of Ford Woods Park and to waive the Noise Ordinance requirements for the duration of the event and requesting immediate effect.
21. FINANCE – Requesting that the 2024 Delinquent Miscellaneous Receivable and Special Assessment Roll be reduced by \$44,671.75 to reflect adjustments and payments made, and requesting to authorize funds in the amount of \$136,577.93 be spread on the 2024 Miscellaneous Receivable and Special Assessment Roll, which includes the 25% transfer fee, for transfer to the 2025 tax roll, and requesting immediate effect.
22. CORPORATION COUNSEL – Requesting to renew the City-wide annual membership with the Michigan Coalition to Protect Public Rights-of-Way (PROTEC) in the amount of \$12,500 for the period of July 1, 2024 to July 1, 2025 and requesting immediate effect.
23. CORPORATION COUNSEL – Recommending the sale of the City-owned vacant lot located at 2105 Home Place to Emmalee O’Donnell and Andrew Madaleno as additional side yard, for the sum of \$6,600, subject to certain stipulations. (47’X88’)
24. CORPORATION COUNSEL – Recommending the sale of the City-owned vacant lot located at 3236 Monroe to Ali Salim for a total in the amount of \$9,750, for construction of a single-family home, subject to certain stipulations and requesting immediate effect. (40’X128’)

25. COUNCIL – Reappointing Maria Dwyer to the Civil Service Commission with a term ending June 30, 2029 and requesting immediate effect.
26. MAYOR – Requesting concurrence in the reappointment of Mary Bruno to the Board of Ethics with a term ending June 30, 2028 and requesting immediate effect.
27. MAYOR – Requesting concurrence in the reappointment of Edwardine Schuelke to the Board of Ethics with a term ending June 30, 2028 and requesting immediate effect.
28. MAYOR – Requesting concurrence in the reappointment of Patrick D'Ambrosio to the Commission on Disability Concerns with a term ending June 30, 2028 and requesting immediate effect.
29. MAYOR – Requesting concurrence in the reappointment of Mary Bugeia to the Dearborn Historical Advisory Commission with a term ending June 30, 2028 and requesting immediate effect.
30. MAYOR – Requesting concurrence in the reappointment of Kimberly Ismail to the Dearborn Historical Advisory Commission with a term ending June 30, 2028 and requesting immediate effect.
31. MAYOR – Requesting concurrence in the reappointment of Hassane Fadlallah to the Planning Commission with a term ending June 30, 2028 and requesting immediate effect.
32. MAYOR – Requesting concurrence in the reappointment of Yousaf Mohamed to the Planning Commission with a term ending June 30, 2028 and requesting immediate effect.
33. MAYOR – Requesting concurrence in the reappointment of Cecilia Pilon to the Senior Citizens Commission with a term ending June 30, 2028 and requesting immediate effect.
34. MAYOR – Requesting concurrence in the reappointment of Nicole Golich to the Water System Advisory Council with a term ending June 30, 2028 and requesting immediate effect.

35. MAYOR – Requesting concurrence in the reappointment of Tim Hawkins to the Water System Advisory Council with a term ending June 30, 2028 and requesting immediate effect.
36. MAYOR – Requesting concurrence in the reappointment of Dr. Claudia K. Walters, to the Water System Advisory Council with a term ending June 30, 2028 and requesting immediate effect.
37. MAYOR – Requesting concurrence in the appointment of Cmdr. Madou Bazzi to the Housing Commission with a term ending June 30, 2027 and requesting immediate effect.

PUBLIC COMMENT WILL FOLLOW ANY WALK-ON ITEMS

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## CITY COUNCIL OFFICE

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### IMMEDIATE EFFECT

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**To:** City Clerk  
**From:** City Council  
**Date:** May 7, 2025  
**Subject:** Council Reappointment to Civil Service Commission

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The Dearborn City Council hereby certifies the following reappointment to the Civil Service Commission, for a four-year term, with immediate effect:

**MARIA DWYER**  
Clark Hill, PLC  
500 Woodward Ave. Suite 3500  
Detroit, MI 48829  
[mdwyer@clarkhill.com](mailto:mdwyer@clarkhill.com)

**Term ending: 6/30/2029**

**Michael T. Sareini**  
Council President

**Attachment:** Qualifications

## MARIA DWYER

Clark Hill, PLC, 500 Woodward Ave., Suite 3500, Detroit, Michigan 48829 [mdwyer@clarkhill.com](mailto:mdwyer@clarkhill.com)

### LEGAL EXPERIENCE

#### ***Clark Hill, PLC***

**Member-In-Charge, Detroit**

**Co-Chair Clark Hill BOLD and Diversity Committees**

**Co-Leader, Food Beverage and Hospitality**

**Member of the Firm's Labor and Employment, Education and Litigation Business Units**

Represent private and public sector employers nationally in all aspects of employment litigation, including constitutional, federal and state civil rights and tort claims, breach of contract and wrongful discharge claims. Represent public and private employers in traditional labor law disputes, including grievance disputes, and labor contract administration. Regularly advise employers in employment matters, including investigate harassment/discrimination complaints, conduct training, prepare policies. Appear before state and federal administrative agencies, including the DOL, OSHA, OCR and EEOC. Certified Title IX investigator and Hearing Officer. Serve as General Counsel to numerous colleges and universities. Regularly serve as Hearing Officer. National Representation includes: Defended national action and appointed and retained by Michigan State University for numerous MSU employees in the Nassar litigation matters of *Doe v MSU, et al*, 1:18-cv-00734-GJQ-SJB; managed class actions in employee benefits dispute, COVID actions, high-profile civil rights disputes, and collective actions. Manage and serve as the Member-In-Charge at the Clark Hill headquarter location since 2019 of more than 200 employees.

July 2003 to Present

Detroit, Michigan

#### ***Keller Thoma, P.C.***

**Associate Attorney**

Represent private and public employers in a wide range of employment and labor matters, including litigation and arbitration of wrongful discharge, discrimination, harassment, workers' compensation, and other employment claims; general litigation (including contract, tort and constitutional claims). Appear for hearings before state and federal administrative agencies, American Arbitration Association, and state and federal trial courts. Extensive experience with all aspects of discovery, research, and drafting various motions, case evaluation summaries, post-hearing briefs, trial and appellate briefs. Conduct depositions and prepare witnesses for examination.

June 2000 to June 2003

Detroit, Michigan

#### ***Secrest, Wardle, Lynch***

**Summer Associate/Associate**

Represented clients in the area of civil defense (including tort, medical malpractice, products liability, employment and contract claims). Drafted various discovery motions, dispositive motions, case evaluation summaries, and case status reports for client review. Second-chaired two-week civil trial in Wayne County Circuit Court; met and prepared witnesses for examination. Prepared and presented workplace harassment and discrimination seminars.

April 1998 to February 2000

Troy, Michigan

#### ***Michigan Department of Corrections***

**Labor Relations Representative/Intern**

Reviewed employee personnel files and prepared written responses to union grievances. Attended contract negotiations, arbitrations, and mediation hearings. Assisted in preparing documents and exhibits for arbitration and mediation hearings.

May 1997 to April 1998

Lansing, Michigan

### EDUCATION

#### ***Juris Doctor, cum laude,***

Michigan State University-Detroit College of Law

1999

East Lansing, Michigan

#### ***Political Science, Pre-Law Bachelor of Science, cum laude***

Michigan State University

1995

East Lansing, Michigan

#### ***Fordson High School, cum laude***

1991

Dearborn, Michigan

## COMMUNITY ACTIVITIES

Dearborn Area Chamber of Commerce Chair 2019, Executive Board Member	2017-2020
City of Dearborn Civil Service Commissioner	Present
United Way of Southeastern Michigan Board Member	2019-Present
Women Celebrating Life Downriver Board Member	2014-Present
Women Thrive Michigan Business and Professional Association	2015-Present
Michigan Food and Beverage Association Board Member	2017-Present

## RECOGNITIONS

Best Lawyers in America, 2020-Present

Michigan Layers Weekley, Women In The Law, Class of 2020

Michigan Super Lawyer, 2013 – 2021

Michigan Rising Star, 2012

Top Women Attorneys In Michigan, 2013 – 2021

DB Business Top Lawyer, 2017, 2020, 2021, 2023

## PUBLICATIONS AND PRESENTATIONS

*OSHA Withdraws COVID-19 Emergency Temporary Standard on Vaccination and Testing,* January 2022

*Top Takeaways From “Going Global: Employment Solutions in Retail and Hospitality,”* May 2022

*OSHA Releases COVID-19 Emergency Temporary Standard on Vaccination and Testing,* November 2021

*Federal Contractors and Subcontractors Must Show Proof of Vaccination by Dec. 8,* September 2021

*The Department of Education Clarifies That Title IX Applies to Cases Involving Sexual Orientation and Gender Identity,* June 2021

*Department of Labor Announces Long-Awaited Tip Regulations*, December 2020

*U.S. Department of Labor Revises Regulations Under the Families First Coronavirus Response Act*, September 2020

Detroit Regional Chamber, presentation, *Transitioning Employees Back to the Office During COVID*, May 2020

Mich Business, *COVID-19 National Town Hall*, April 2020

Contributing Author, Chapter 26 ***“Exhaustion and Agency Investigation”*** (Part IX. “Title IX and OCR Investigation”) and Chapter 27 ***“Handling the Title IX Employment Case: Litigation Overview,”*** *Workplace Harassment Law* 2d ed. (Bloomberg 2020 and 2021 update - 2021 pending).

*US Department of Labor Revises Regulations Under the FFCRA*, September 11, 2020

*Families First Coronavirus Response Act, Two Part Webinar Series*, March and April 2020

State Bar of Michigan, Labor and Employment Section, Midwinter Meetings, ***EEO Annual Update of Annual Cases*** (2016-Present)

ICLE Labor and Employment Conference, ***Equal Employment Opportunity Annual Update of Caselaw*** (2015-Present); ***Human Resources Year In Review*** (2015-2018)

Title IX Regulations: The Final Rule, Kappa Alpha Psi, November 2020

Detroit Regional Chamber, ***“Your Company’s Crisis: What You Need to Know Now”*** November 2019

***“Overtime rules have changed...are you compliant?”*** September 2016, Mich Business

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# OFFICE OF THE 34<sup>TH</sup> CITY COUNCIL

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## 2025 Mental Health Awareness Month Resolution

**WHEREAS:** Mental Health Awareness month has been observed each May in the United States since 1949; be it further

**WHEREAS:** The American Psychiatric Association defines mental illness as a health condition that adversely affects emotions, thinking, or behavior. Mental health problems can cause dysfunction in a person's social, work, school, or family activities; be it further

**WHEREAS:** During May, the national movement helps to raise awareness about mental health, to fight stigma, provide support, educate the public and advocate for policies that support people with mental illness and their families; be it further

**WHEREAS:** To raise awareness and encourage acceptance, it is encouraged that citizens, government agencies, organizations, healthcare providers, and research institutions recognize May as Mental Health Awareness Month to continue helping Americans live longer, healthier lives; therefore be it

**RESOLVED:** That the members of the 34<sup>th</sup> Dearborn City Council hereby recognize May 2025 as National Mental Health Awareness Month in the City of Dearborn and we call this observance to the attention of all of our employees, residents and members of the business community; be it further

**RESOLVED:** That this resolution be given immediate effect.

A handwritten signature in dark ink, appearing to read "Michael T. Sareini", is written over a faint, circular official stamp.

Michael T. Sareini  
Council President

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# OFFICE OF THE 34<sup>TH</sup> CITY COUNCIL

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## **Military Appreciation Resolution May, 2025**

**WHEREAS:** The freedom and security that United States citizens enjoy today are the results of the vigilant commitment of the United States Armed Forces in preserving the freedom and security;

**WHEREAS:** It is appropriate to promote awareness of the sacrifices that members of the United States Armed Forces have made in the past and continue to make every day in order to support the Constitution and to preserve the freedoms and liberties that enrich the Nation;

**WHEREAS:** It is important to preserve and foster the honor and respect that the United States Armed Forces deserve for vital service on behalf of the United States;

**WHEREAS:** It is appropriate to emphasize the importance of the United States Armed Forces to all persons in the United States;

**WHEREAS:** It is important to instill in the youth in the United States the significance of the contributions that members of the United States Armed Forces have made in securing and protecting the freedoms that United States citizens enjoy today;

**WHEREAS:** It is appropriate to underscore the vital support and encouragement that families of members of the United States Armed Forces lend to the strength and commitment of those members;

**WHEREAS:** It is important to encourage greater support for the role of the United States Armed Forces in maintaining the superiority of the United States as a nation and in contributing to world peace;

**WHEREAS:** It is appropriate to recognize the importance of maintaining a strong, equipped, well-educated, well-trained military for the United States to safeguard freedoms, humanitarianism, and peacekeeping efforts around the world;

**WHEREAS:** It is important to give greater recognition for the dedication and sacrifices that individuals who serve in the United States Armed Forces have made and continue to make on behalf of the United States;

**WHEREAS:** It is appropriate to display the proper honor and pride United States citizens feel towards members of the United States Armed Forces for their service;

**WHEREAS:** It is important to reflect upon the sacrifices made by members of the United States Armed Forces and to show appreciation for such service;

**WHEREAS:** It is appropriate to recognize, honor, and encourage the dedication and commitment of members of the United States Armed Forces in serving the United States; and

**WHEREAS:** It is important to acknowledge the contributions of the many individuals who have served in the United States Armed Forces since inception of the Armed Forces; therefore be it

**RESOLVED:** That the 34<sup>th</sup> Dearborn City Council hereby recognize May 2025 as Military Appreciation Month in the City of Dearborn; be it further

**RESOLVED:** That this resolution be given immediate effect.

A handwritten signature in dark ink, appearing to read 'Michael T. Sareini', with a stylized, overlapping loop at the end.

Michael T. Sareini  
Council President

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# OFFICE OF THE 34<sup>TH</sup> CITY COUNCIL

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## National Public Works Week 2025 Resolution

**WHEREAS:** Public works professionals work around the clock to ensure communities' vital infrastructure, facilities, and services deliver dependable, sustainable, and resilient public health, high quality of life, and well-being throughout the United States of America;

**WHEREAS:** Such infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees of Federal, State, and local government and the private sector, and who are responsible for rebuilding, improving, and protecting our Nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens;

**WHEREAS:** Public works emergency responders are first to arrive and last to leave a natural disaster area of incident scene;

**WHEREAS:** It is in the public interest for citizens, civic leaders, and children of the United States to gain knowledge of, and to maintain a strong interest and understanding of, the importance of public works and public works programs in their respective communities;

**RESOLVED:** We encourage the people of the City of Dearborn to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life; therefore, be it

**RESOLVED:** That the 34<sup>th</sup> City Council of Dearborn recognizes May 18 through May 24, 2025 as National Public Works Week, and that this resolution be given immediate effect.

A handwritten signature in dark ink, appearing to read "Michael T. Sareini".

Michael T. Sareini  
Council President





## **EXECUTIVE SUMMARY AND MEMORANDUM**

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**REQUEST:** Approval of the use of two on-street parking spaces for an outdoor platform dining area on the west side of Monroe St south of Michigan Ave

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

**BRIEF DESCRIPTION:** The West Dearborn DDA is requesting that Council approve the lease of 2 on-street parking spaces (total sq. footage of approx 380 sq. ft.) for the use of an outdoor dining platform on the west side of Monroe Street south of Michigan Avenue, adjacent and in partnership with The Great Commoner from May 1, 2025 to June 30, 2026.

The Great Commoner will pay a fee to use and occupy the right-of-way at \$2.10/sq. ft. per year, totaling \$840, plus \$200 admin costs and \$215 for the sidewalk café fee. The WDDDA will also hold an option to charge fees associated with moving the outdoor platform after the lease terminates, pending agreement between the business and the City.

The business will sign a lease agreement with the City of Dearborn that will contain provisions which require the business to indemnify and hold the City harmless for any claims or liabilities and the business shall provide evidence of insurance which names the City as additional insured.

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**PRIOR COUNCIL ACTION:** This Outdoor Seating Platform Program through the DDAs started in 2021, and City Council has approved participating businesses' requests on an annual basis.

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### **BACKGROUND:**

Communities have fostered dynamic downtown areas by implementing adaptable spaces for innovative uses like parklets and outdoor dining, aiming to cultivate a lively atmosphere and stimulate local commerce. The West Dearborn Downtown Development Authority's (WDDDA) Outdoor Seating Platform Program, initiated in 2021, allows businesses to participate annually. Historically, the DDDA has supported this initiative through investments in the platforms themselves, protective bumpers, planter borders, jersey barricades, installation, and ongoing platform maintenance. Participating businesses have been responsible for providing seating, amenities, daily upkeep, and outdoor café management of the spaces, as well as the necessary liability insurance mandated by the City of Dearborn.

The Great Commoner has leased an outdoor platform from the WDDDA since 2021 and has requested to extend the lease through 2025. Their investment in the space includes the installation of café amenities such as outdoor seating, planters, and pergolas. This year, at its own expense, The Great Commoner will add jersey-grade barricades on top of the platform to enhance safety and clearly delineate the dining area from pedestrian and vehicular traffic. These barricades must be constructed of a durable material such as concrete or high-density polyethylene, be interconnected to form a continuous barrier, and meet or exceed relevant



## EXECUTIVE SUMMARY AND MEMORANDUM

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safety standards for temporary traffic control devices, including appropriate height (typically a minimum of 32 inches) and visibility features (such as reflective elements). The barricades should also have the ability to withstand low-speed vehicle impacts, providing a reasonable level of protection for patrons. The specific type of jersey barricade to be used will require review and approval by Economic Development staff to ensure it meets safety requirements.

Upon approval of a City of Dearborn sidewalk café permit for the participating business, a license agreement will be executed between The Great Commoner and the WDDDA for the platform's use. The continued operation of this platform by The Great Commoner within the WDDDA is anticipated to successfully provide a vibrant outdoor dining experience and attract consumers to the establishment.

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**FISCAL IMPACT:** The Great Commoner will pay a fee to use and occupy the right-of-way at \$2.10/sq. ft. per year, plus \$200 admin costs, totaling \$840. The sidewalk café fee is \$215. The WDDDA will also hold an option to charge fees associated with moving the outdoor platform after the lease terminates, pending agreement between the business and the City.

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**COMMUNITY IMPACT:** Increased outdoor dining opportunities promote vibrant neighborhoods and contribute to the commercial viability of businesses along the corridor.

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**IMPLEMENTATION TIMELINE:** Immediate effect is requested

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**COMPLIANCE/PERFORMANCE METRICS:** The Great Commoner must obtain the appropriate sidewalk cafe permit and the Economic Development Department must approve the type of jersey barricade that will be installed atop of the platform to ensure it meets safety requirements.



**ECONOMIC  
DEVELOPMENT**

## EXECUTIVE SUMMARY AND MEMORANDUM

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**TO:** City Council

**FROM:** Jordan Twardy, Director of Economic Development

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Approval of the use of two on-street parking spaces for an outdoor platform dining area on the west side of Monroe St south of Michigan Ave

**DATE:** May 20, 2025

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### **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 WDDDA is requesting that Council approve the use of 2 on-street parking spaces for use of an outdoor dining platform on the west side of Monroe Street south of Michigan Avenue, adjacent to and in partnership with The Great Commoner. The Great Commoner has leased an outdoor platform from the WDDDA since 2021 and has requested to continue leasing the platform from May 1, 2025 until June 30, 2026.

### **Background and Justification**

This Outdoor Seating Platform Program through the DDAs started in 2021, and City Council has approved participating businesses' requests on an annual basis. In previous years, the DDDA supported this effort by investing in the platforms, protective bumpers, planter border, jersey barricades, installation and platform maintenance. Businesses that opted to participate in the program have provided seating, amenities, daily maintenance and outdoor café management of the spaces, and the required liability insurance as set forth by the City of Dearborn.

The Great Commoner will pay a fee to use and occupy the right-of-way at \$2.10/sq. ft. per year, totaling \$840, plus \$200 admin costs and \$215 in sidewalk café permit fees. The WDDDA will also hold an option to charge fees associated with moving the outdoor platform after the lease terminates, pending agreement between the business and the City. The Great Commoner will also sign a lease agreement with the City of Dearborn.



## **EXECUTIVE SUMMARY AND MEMORANDUM**

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The outdoor platform lease agreement shall contain provisions which require the business to indemnify and hold the City harmless for any claims or liabilities and the business shall provide evidence of insurance which names the City as additional insured. The WDDDA also sought and obtained approvals from the Dearborn Police Department and the Fire Department for renewal of this outdoor dining platform request.

This year, at its own expense, The Great Commoner will add jersey-grade barricades on top of the platform to enhance safety and clearly delineate the dining area from pedestrian and vehicular traffic. These barricades must be constructed of a durable material such as concrete or high-density polyethylene, be interconnected to form a continuous barrier, and meet or exceed relevant safety standards for temporary traffic control devices, including appropriate height (typically a minimum of 32 inches) and visibility features (such as reflective elements). The barricades should also have the ability to withstand low-speed vehicle impacts, providing a reasonable level of protection for patrons. The specific type of jersey barricade to be used will require review and approval by Economic Development staff to ensure it meets safety requirements.

Great Commoner agrees that it will not utilize or allow its patrons to utilize the Platform and/or Structure after 12 a.m. (midnight). Great Commoner shall also be responsible for maintaining the Platform in a first-class condition, including removing trash, debris, and litter on a daily basis, supply and maintain any items on the Platform, maintain 80 sq. ft. on both sides of the Platform by sweeping the area on a daily basis, and to remove any obstruction from the gutter drain in order to avoid standing water.

Upon approval from the City Council, The Great Commoner will be granted a City of Dearborn sidewalk café permit and a license agreement between The Great Commoner and the DDDA to use the platforms will be executed. The continued use of this platform in the WDDDA will be successful in providing a vibrant outdoor dining experience and consumer attraction for the participating business.



ECONOMIC  
DEVELOPMENT

## EXECUTIVE SUMMARY AND MEMORANDUM

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### Outdoor Dining Platform - The Great Commoner (Monroe and Michigan Ave)





## EXECUTIVE SUMMARY AND MEMORANDUM

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### Signature Page

DocuSigned by:

*Laura Aceves-Sanchez*

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**Laura Aceves-Sanchez, Economic Vitality Manager**

DocuSigned by:

*Jordan Twardy*

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**Jordan Twardy, Economic Development Director**

DocuSigned by:

*Joseph Murray*

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**Chief Joseph Murray, Dearborn Fire Department**

DocuSigned by:

*Issa Shahin*

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**Chief Issa Shahin, Dearborn Police Department**

### **Corporation Counsel Approval:**

DocuSigned by:

*Jeremy Romer*

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**Jeremy J Romer, Corporation Counsel**

**LEASE AND MAINTENANCE AGREEMENT FOR  
OUTDOOR PLATFORM SEATING AREA**

This Lease and Maintenance Agreement ("Agreement") is made and entered into this 1<sup>st</sup> day of May, 2025, (the "Effective Date") by and between WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY, a public body corporate ("WDDDA"), whose address is 16901 Michigan Avenue, Suite 15, Dearborn, MI 48126, and CITY OF DEARBORN, a public body corporate ("City"), whose address is 16901 Michigan Avenue, Dearborn, MI 48126 (collectively "Grantors"), and The Great Commoner, a limited liability company ("Great Commoner" or "Grantee"), whose address is 1165 Monroe St., Dearborn, MI 48124.

**RECITALS**

WHEREAS, the City owns the right-of-way on the west side of Monroe Street, south of Michigan Avenue, depicted on Exhibit A attached hereto (the "Property"), and

WHEREAS, the City granted permission for the WDDDA to install a temporary outdoor seating platform (the "Platform") on the Property, pursuant to Council Resolutions 4-173-21, 10-488-21, 5-259-23, and 12-583-23, attached hereto as Exhibit B, and

WHEREAS, The Great Commoner is the owner of the business located at 22001 Michigan Avenue, Suite 100, Dearborn, Michigan, which operates as a restaurant, and

WHEREAS, Great Commoner has requested permission from the WDDDA to utilize the Platform for outdoor seating for its patrons, and

WHEREAS, the WDDDA has approved Great Commoner's request, subject to certain conditions set forth herein.

NOW THEREFORE, for and in consideration of the mutual covenants and benefits to be derived hereunder, the receipt, adequacy and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

**TERMS AND CONDITIONS**

1. **WDDDA's Obligations.** WDDDA, at its sole cost and expense, shall install a temporary outdoor seating platform on the Property for Great Commoner's use.
2. **Fee.** Great Commoner shall pay to the City, the sum of EIGHT HUNDRED FORTY AND NO/100 DOLLARS (\$840.00) ("Fee") for the use of such Platform.
3. **Term.** This Agreement shall commence on the Effective Date shown above and shall automatically terminate on June 30, 2026, without further action of the parties, unless an extension is expressly approved by the WDDDA. Great Commoner shall have the option to extend the Term for three (3) one (1) year periods only if

approved by the Dearborn City Council. In the event that the Term is not extended for any reason, Great Commoner shall pay to the WDDDA any and all fees associated with moving the platform from the Property. Said moving fees shall be paid in full by Great Commoner prior to September 1, 2026.

4. **ADMINISTRATIVE FEE.** Great Commoner shall pay to the City an annual administrative fee ("Administrative Fee") in the amount of TWO HUNDRED AND 00/100 DOLLARS (\$200.00) per year. The Administrative Fee shall be paid with the Fee in full on the Effective Date, and annually thereafter on or before May 1, if any option to extend the Term is exercised and approved. Great Commoner shall be in default if it fails to pay any sums to the City when due, including the Fee and Administrative Fee, and does not cure the default within thirty (30) days after being notified in writing, specifying the default. A late fee in the amount of ONE HUNDRED AND NO/100 DOLLARS (\$100.00) shall be assessed automatically by the City upon any payment in default, to compensate the City and WDDDA for the cost and inconvenience associated with such late payment.
5. **TAXES.** Great Commoner shall be responsible for and shall pay, before delinquency, all municipal, county, and state taxes assessed on the Platform during the Term of this Agreement.
6. **Great Commoner's Obligations.** Great Commoner may, at Great Commoner's sole cost and expense, purchase an approved structure, such as an igloo or greenhouse for installation on the Platform ("Structure"). The installation, maintenance, and removal of approved Structure shall be at Great Commoner's sole cost and expense. Grantors shall review and approve the type of Structure, method of attachment, location, and number of Structures prior to the installation by Great Commoner.
  - A. Great Commoner shall obtain at its own expense all necessary permits, including the sidewalk café permit, from the City and must comply with all applicable city and state ordinances, rules, regulations, and codes, including, but not limited to, all directives that pertain to the COVID-19 pandemic.
  - B. Great Commoner agrees that it will not utilize or allow its patrons to utilize the Platform and/or Structure after 12 a.m. (midnight).
  - C. This year, at its own expense, The Great Commoner will add jersey-grade barricades on top of the platform to enhance safety and clearly delineate the dining area from pedestrian and vehicular traffic. These barricades must be constructed of a durable material such as concrete or high-density polyethylene, be interconnected to form a continuous barrier, and meet or exceed relevant safety standards for temporary traffic control devices, including appropriate height (typically a minimum of 32 inches) and visibility features (such as reflective elements). The barricades should also have the ability to withstand low-speed vehicle impacts, providing a reasonable level of protection

for patrons. The specific type of jersey barricade to be used will require review and approval by Economic Development staff to ensure it meets safety requirements.

- D. Great Commoner understands and acknowledges that the Platform may disrupt the normal street sweeping operations. Great Commoner agrees to maintain 80 sq. ft. on both sides of the Platform by sweeping the area on a daily basis.
- E. Great Commoner understands and acknowledges that the Platform may impede access to a portion of the gutter drainage system. Great Commoner agrees that it will remove any obstruction from the gutter drain in order to avoid standing water. If Great Commoner fails to remove such obstruction, the Grantors, in their sole discretion, may remove the obstruction and charge such expenses to Great Commoner, plus a 15% administrative fee.
- F. Great Commoner understands and acknowledges that, in an emergency, Grantors may be required to excavate the right-of-way beneath and adjacent to the Platform, requiring removal of the Platform. Grantors may, in their sole discretion, order the discontinuation of the Platform and removal of Structure, if Grantors deem it is necessary for the protection of the public health, safety, and welfare. Such emergency response shall not be deemed to be a default of this Agreement by the Grantors in any way.
- G. Except for ingress and egress to the Platform and/or Structure, Great Commoner shall not utilize or block any sidewalk in any way. Great Commoner shall be responsible to maintain the Platform in a first-class condition, at its sole cost and expense. Great Commoner shall repair and replace the Structure and all tables, chairs, and other items located within the Structure. Without limiting the foregoing, Great Commoner shall promptly:
  - 1. Remove trash, debris, and litter on a daily basis from the Property and Platform;
  - 2. Supply and maintain trash containers, light fixtures, light bulbs, heaters, fencing, tables, chairs, and any other items on the Platform;
  - 3. Remove snow and ice from the Property;
  - 4. Remove any graffiti from the Property;
  - 5. Sweep the 80 sq. ft. area on both sides of the Platform by sweeping the area on a daily basis; and
  - 6. Pay for all water and utility costs associated with the Platform.

Great Commoner shall defend, indemnify, and hold harmless the WDDDA and the City of Dearborn from all claims and liabilities associated with Great Commoner's acts or omissions arising from these obligations.

- 7. Hazardous Substances. Great Commoner shall not generate, manufacture, refine,

use, treat, store, handle, mix, transport, remove, dispose, transfer, produce or process any Hazardous Substances on the Property. As used in this paragraph, "Hazardous Substances" shall mean any hazardous substance or hazardous waste as such terms are defined in the Resource Conservation and Recovery Act of 1976, 42 USC 6901 as amended, the Comprehensive Environmental Recovery Compensation and Liability Act of 1980, 42 USC 9601 as amended, or any other federal, state or local environmental laws, regulations or ordinances.

8. Indemnity. Great Commoner shall indemnify, defend and hold harmless the WDDDA and the City of Dearborn and their employees, elected officials, officers, boards, commissions, agents, authorities, and voluntary associations from and against all claims, demands, liabilities, obligations, damages, penalties, causes of action, suits, judgments, and expenses arising from or related to Great Commoner's occupancy or use of the Property. The obligations of Great Commoner under this paragraph arising by reason of any occurrence taking place during the Term of this Agreement shall survive any expiration or termination of this Agreement.
9. Insurance. A certificate of insurance must be submitted that provides evidence of coverage required herein, effective as of the Effective Date.
  - A. General Liability. Great Commoner shall procure and keep in effect during the Term hereof commercial general liability insurance in the amount of \$1,000,000 per occurrence and \$2,000,000 in the aggregate. The certificate must contain, as an endorsement, the following language pertaining to the general liability coverage:

"The West Dearborn Downtown Development Authority and the City of Dearborn, Michigan, their elected officials, officers, employees, boards, commission, authorities, voluntary associates, and any other units operating under the jurisdiction of the City and within appointment of its operating budget including the City of Dearborn are named as additional insured and said coverage shall be the primary coverage rather than any policies and insurance or self-insurance retention owned or maintained by the City of Dearborn."

The general liability policy shall be endorsed to include a waiver of subrogation by the affording carrier in favor of the WDDDA and the City of Dearborn.
  - B. Liquor Liability (If Applicable). Great Commoner shall procure and keep in effect during the Term hereof liquor liability coverage in the amount of \$1,000,000 per occurrence and no less than \$1,000,000 in the aggregate. The certificate must contain, as an endorsement, the following language pertaining to the liquor liability coverage:

"The West Dearborn Downtown Development Authority and the City of Dearborn, Michigan, their elected officials, officers, employees, boards, commission, authorities, voluntary associates, and any other units operating

under the jurisdiction of the City and within appointment of its operating budget including the City of Dearborn are named as additional insured and said coverage shall be the primary coverage rather than any policies and insurance or self-insurance retention owned or maintained by the City of Dearborn.”

10. Repairs and Alterations. Upon expiration or termination of this Agreement, Great Commoner shall promptly return the Property to the condition that existed on the Effective Date. Great Commoner shall promptly repair any damage caused to the Property. Great Commoner shall not make any alterations to the Property without the WDDDA's consent. Any permitted alterations shall be removed upon termination of this Agreement or shall remain on the Property and become Grantors' property, in Grantors' sole discretion.
11. Modification; Termination. Any modification to this Agreement must be in writing and signed by all parties. In addition to any right to terminate permitted by applicable law, this Agreement may be terminated by either party on thirty (30) days' notice.
12. Legal Fees. In the event Great Commoner should default under any of the provisions of this Agreement and Grantors should employ attorneys or incur other expenses for the enforcement, performance or observance of any obligation or agreement on the part of Great Commoner herein contained, Great Commoner agrees that in addition to any remedies available at law or equity, it will on demand, pay to the Grantors the fees of such attorneys and such other expenses so incurred by the Grantors.
13. Notice. Any notice or consent required to be given pursuant to this Agreement or otherwise desired to be delivered by one party to the other, shall be effective only if in writing which is either (a) personally delivered to such party at its address set forth below (or to such other place as the party to receive such notice shall have specified by notice in advance thereof); (b) sent by certified mail with postage prepaid, return receipt requested to such party at such address; or (c) sent by Federal Express or other similar overnight air courier. Notice shall be deemed given upon personal delivery, two (2) business days following mailing and one (1) business day following deposit with an overnight air courier. Notices shall be deemed properly addressed if given at the following addresses, which address for any party may be changed by notice given by such party to the other party:

If to the Grantors:

West Dearborn Downtown Development Authority  
16901 Michigan Avenue, Suite 15  
Dearborn, MI 48126  
Attn.: Economic Development Director

With a copy to:  
City of Dearborn  
16901 Michigan Avenue, Suite 14  
Dearborn, MI 48126  
Attn.: Corporation Counsel

If to Great Commoner:

Hussein Abbas  
1165 Monroe St.  
Dearborn, MI 48124

with a copy to:

Hussein Abbas  
22001 Michigan Avenue, Suite 100  
Dearborn, MI 48124

14. Successors. This Agreement may not be assigned or transferred without the express written consent of the Grantors. If an assignment or transfer is permitted, this Agreement shall be binding on each party's successors and assigns.
15. Default. If Great Commoner fails to observe or perform any of its obligations under this Agreement, then it shall be in default under this Agreement, and the Grantors may, at their option, after first giving Great Commoner written notice of the default and allowing forty-eight (48) hours to cure such default, exercise one or more of the following remedies: (a) revoke permission for Great Commoner to utilize the Property and Platform and remove any and all property from the Platform, at Great Commoner's sole cost and expense; (b) obtain specific performance of the covenants and obligations pursuant to this Agreement; (c) perform such obligation on behalf of Great Commoner in which event the costs and expenses paid or incurred by the Grantors in performing Great Commoner's obligations shall be immediately due and payable by Great Commoner to the Grantors; and (d) terminate this Agreement.
16. Guidelines. The Platform shall conform to the Guidelines listed in Exhibit C, attached herein and incorporated by reference.
17. Governing Law. This Agreement shall be governed by and construed under the laws of the State of Michigan without regard for principles of choice of law.
18. Counterparts. It is understood and agreed that this Agreement may be executed in several counterparts, each of which, for all purposes, shall be deemed to constitute an original and all of which counterparts, when taken together, shall be deemed to constitute one and the same agreement, even though all of the parties hereto may not have executed the same counterpart.

19. Headings; Definitions. Captions, titles and headings to articles, sections or paragraphs of this Agreement are inserted for convenience of reference only and shall not affect the construction or interpretation of this Agreement. All references in this Agreement to "Section" refer to the corresponding section of this Agreement unless otherwise stated and, unless the context otherwise specifically requires, refer to all subsections or subparagraphs thereof. All references in this Agreement to a "party" or "parties" refer to the parties signing this Agreement. All defined terms and phrases used in this Agreement are equally applicable to both the singular and plural forms of such terms. Nouns and pronouns will be deemed to refer to the masculine, feminine or neuter, singular and plural, as the identity of the person or persons may in the context require. The term "person" as used in this Agreement means an individual, firm, corporation, partnership, limited partnership, limited liability company, limited liability partnership, association, estate, trust, pension or profit-sharing plan, joint venture, unincorporated association, joint stock company, government, municipality, political subdivision or agency or any other entity.
20. Severability. The parties intend that a court shall endeavor to give effect to the provisions of this Agreement to the fullest extent permitted by law. Each part of this Agreement is intended to be severable. If any term, covenant, condition or provision hereof is in whole or in part unlawful, invalid, or unenforceable for any reason whatsoever, then that term, covenant, or condition shall, if possible, be deemed to have been modified in a manner that will make lawful, valid and enforceable. If that is not possible, then that term, covenant, or condition shall be deemed stricken, and all remaining parts hereof shall be valid and enforceable and have full force and effect as if the invalid or unenforceable part had not been included.
21. Entire Agreement; Modifications. This Agreement and all attached Exhibits constitute the entire final and binding integrated agreement between the parties hereto with respect to the subject matter hereof, and supersedes the entirety of all prior oral and written negotiations, understandings or agreements between the parties with respect to the subject matter hereof. No oral modification hereof shall be binding upon the parties, and, to be valid, any modification to this Agreement must be in writing and signed by the parties. Either party hereto may waive the benefit of any provision or condition for its benefit contained in this Agreement.

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

**WEST DEARBORN DOWNTOWN  
DEVELOPMENT AUTHORITY  
(WDDDA)**

BY: \_\_\_\_\_  
Tahrik Alcodray, Chair  
As authorized by resolution dated \_\_\_\_\_

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

**CITY OF DEARBORN**

\_\_\_\_\_  
Abdullah Hammoud, Mayor  
Per CR # \_\_\_\_\_

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

**THE GREAT COMMONER**

BY: \_\_\_\_\_  
Hussein Abbas, Member

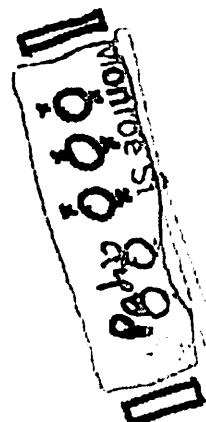
DATE: \_\_\_\_\_

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Michigan Ave

EXHIBIT A

1500 St



Orange St

Monroe St

W Village Dr

Monroe St

W V

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**EXHIBIT B**

**By Abraham supported by Herrick.**

**4-173-21. WHEREAS: The City of Dearborn in participation with the East and West Dearborn Downtown Development Authorities (DDDA) seek to create an Outdoor Seating Platform Program and operations policy, and**

**WHEREAS: The DDDA seeks to place temporary platform systems in rights-of-way under the jurisdiction of the City to allow outdoor dining for adjacent businesses, and**

**WHEREAS: To continue the growth of the outdoor dining environment for both East and West Downtown Dearborn, the DDDA has requested that the City Council authorize the use of two on-street parking spaces for platform dining in each of four areas as part of a pilot project at the following locations:**

- West side of Monroe Street north of Michigan Avenue, adjacent and in partnership with Noah's BBQ and Cannoli Pastry;**
- West side of Monroe Street south of Michigan Avenue, adjacent and in partnership with The Great Commoner;**
- East side of Howard Street south of Michigan Avenue, adjacent and in partnership with La Fork;**
- West side of Williamson Street south of Michigan Avenue, adjacent and in partnership with Good Burger,**

**and**

**WHEREAS: Participating businesses shall be responsible to provide tables, chairs and umbrellas to serve their customers. They will also be required to provide liability insurance that includes coverage for the City and DDDA, daily maintenance, and outdoor cafe management of spaces; the DDDA will purchase, own, install, remove and store the four platforms, planters and bumpers in the first year of the Program, and**

**WHEREAS: The Platforms shall operate from May 1, 2021 - October 31, 2021. Daily hours shall follow the business's operating hours, and**

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**WHEREAS:** Further research into using covers and heaters to extend the use of these platforms beyond this period will be pursued and considered in connection with an assessment of their impact on parking and traffic circulation, and

**WHEREAS:** The participating restaurants and bars utilizing the platforms shall sign the Outdoor Seating Platform Agreement committing involvement and maintenance to use the platform, shall secure sidewalk cafe permits through the City of Dearborn and shall comply with all applicable state, county and local laws, ordinances, rules and regulations; therefore be it

**RESOLVED:** That the City Council hereby authorizes the use of two on-street parking spaces for the Outdoor Seating Platform Program at the four proposed locations from May 1, 2021 through October 31, 2021, subject to the issuance of appropriate outdoor sidewalk cafe permits; be it further

**RESOLVED:** That a fee to use and occupy the right-of-way shall not be applied during 2021 but applicable permit fees are not waived. In future years, Council may, in its sole discretion, implement a right-of-way user fee; be it further

**RESOLVED:** That the authorization to use public rights-of-way is subject to the participating restaurants and bars signing the Outdoor Seating Platform Agreement, as approved by Corporation Counsel, and complying with all applicable state, county and local laws, ordinances, rules and regulations; be it further

**RESOLVED:** That this resolution be given immediate effect.

The resolution was adopted as follows: Yes: Abraham, Bassy, Byrnes, Dabaja, Harrick and Saxeini (6)  
No: None. Absent: O'Donnell (1).

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**By Bassy supported by Sarcini**

**10-488-21. WHEREAS:** The City of Dearborn in participation with the East and West Dearborn Downtown Development Authorities (DDDA) seek to continue the Outdoor Seating Platform Program and operations policy, and

**WHEREAS:** Pursuant to CR #4-173-21, City Council authorized the DDDA at its April 27, 2021 meeting to place temporary platform systems in rights-of-way and public parking lots under the jurisdiction of the City to allow outdoor dining for adjacent businesses as part of a pilot project until October 31, 2021, and

**WHEREAS:** To continue the growth of the outdoor dining environment for both East and West Downtown Dearborn, the DDDA requests that the City Council authorize the extension of the use of two on-street parking spaces for platform dining in each of three areas in the West Downtown and four parking spaces at one parking lot as part of the pilot project at the following locations:

- West side of Monroe Street north of Michigan Avenue, adjacent and in partnership with Noah's BBQ and Cannoli Pastry (platform size 320 sq.ft.)
- West side of Monroe Street south of Michigan Avenue, adjacent and in partnership with The Great Commoner (platform size 320 sq.ft.)
- East side of Howard Street south of Michigan Avenue, adjacent and in partnership with La Fork (platform size 320 sq.ft.)
- Public Parking Lot located on the east side of Williamson Street and south of Michigan Avenue, adjacent and in partnership with Moja Sushi and Good Burger (platform size 320 sq.ft.)

**THEREFORE BE IT**

**RESOLVED:** The Platforms shall operate from November 1, 2021-October 31, 2022. Daily hours shall follow the businesses' operating hours; be it further

**RESOLVED:** Participating businesses shall be allowed to install structures on the platforms including approved igloos or greenhouses during the fall and winter months. The City and DDDA shall review structure type, attachment, location, and number to consider in connection with

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an assessment of their impact on pedestrian walkways, parking, and traffic circulation; be it further

**RESOLVED:** The participating businesses utilizing the platforms and outdoor structure placed on the platform shall sign the Outdoor Seating Platform Agreement committing involvement and maintenance to use the platform, shall secure the Outdoor Services Area. Application and sidewalk cafe building permits through the City of Dearborn and shall comply with all applicable state, county, and local laws, ordinances, rules, and regulations; be it further

**RESOLVED:** Participating businesses shall be responsible to provide tables, chairs, umbrellas, igloos, heating elements and snow/ice removal to serve their customers. They will also be required to provide liability insurance that names the City and DDDA as additional insureds, daily maintenance, and outdoor cafe management of spaces. The DDDA shall purchase, own, install, remove and store the four platforms, planters, barricades and bumpers in the first year of the Program; be it further

**RESOLVED:** That the City Council hereby authorizes the use of two on-street parking spaces and four parking spaces on public parking lots for the Outdoor Seating Platform Program at the four proposed locations from November 1, 2021 through October 31, 2022, subject to the issuance of appropriate outdoor sidewalk cafe permits; be it further

**RESOLVED:** A fee to use and occupy the right-of-way and public parking lot shall be applied as follows beginning November 1, 2021 to October 31, 2022:

- In the west end, \$2.10/sq. ft. per year, plus \$200 admin costs, plus payment of taxes
- In the east end, \$1.25/sq. ft. per year, plus \$200 admin costs, plus payment of taxes

**BE IT FURTHER**

**RESOLVED:** The authorization to use public rights-of-way is subject to the participating businesses signing and submitting a new Outdoor Seating Platform Agreement, Outdoor Service Area Application and building permit as approved by Corporation Counsel, and complying with all applicable state, county, and local laws, ordinances, rules, and regulations; be it further

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**RESOLVED:** The authorization to use the public approved parking lot is subject to the participating businesses signing and submitting a new Outdoor Seating Platform Agreement, and a lease agreement with the City approved by Corporation Counsel, and complying with all applicable state, county, and local laws, ordinances, rules, and regulations; be it further

**RESOLVED:** The Outdoor Seating Platform lease agreement shall contain provisions which require the business to indemnify and hold the City harmless for any claims or liabilities and the business shall provide evidence of insurance which names the City as additional insured; be it further

**RESOLVED:** The Mayor is authorized to execute the lease agreement for using the public approved parking lot for the Outdoor Seating Platform; be it further

**RESOLVED:** That this resolution be given immediate effect.

**The resolution was unanimously adopted.**

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**Exhibit B**

**By Hammoud supported by Abraham.**

**5-259-23. WHEREAS: The City of Dearborn in participation with the West Downtown Dearborn Development Authorities (WDDDA) seek to continue the Outdoor Seating Platform Program and operations policy, and**

**WHEREAS: City Council previously authorized the WDDDA to take place temporary platform systems in rights-of-way under the jurisdiction of the City to allow outdoor dining for adjacent businesses, and**

**WHEREAS: To continue the growth of the outdoor dining environment for both East and West Downtown Dearborn, the WDDDA requests that City Council authorize the use of two on-street parking spaces for platform dining on the West side of Monroe Street south of Michigan Avenue, adjacent and in partnership with The Great Commoner (platform size 320 sq. ft.), therefore be it**

**RESOLVED: That the Platforms shall operate from May 1, 2023 - December 31, 2023 and daily hours shall follow the businesses' operating hours;**

**RESOLVED: That The Great Commoner shall sign the Outdoor Seating Platform Agreement committing involvement and maintenance to use the platform, shall secure the Outdoor Services Area, Application and sidewalk cafe building permits through the City of Dearborn and shall comply with all applicable state, county, and local laws, ordinances, rules, and regulations; be it further**

**RESOLVED: That The Great Commoner shall be responsible to provide tables, chairs, umbrellas, igloos, heating elements and snow/ice removal to serve their customers; In addition, The Great Commoner will be required to use jersey barricades purchased by the DDDA to protect patron safety; also, They will be required to provide liability Insurance that names the City and CODA as additional Insureds, daily maintenance, and outdoor cafe management of space; be it further**

**RESOLVED: That City Council hereby authorizes the use of two on-street parking spaces for the Outdoor Seating Platform Program at the proposed location from May 11, 2023 through December 31, 2023, subject to the issuance of appropriate outdoor sidewalk cafe permits; be it further**

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**RESOLVED:** That a fee to use and occupy the right-of-way and public parking lot shall be applied as follows beginning May 1, 2023 to December 31, 2023 at \$2.10/sq. ft. per year, plus \$200 admin costs, plus payment of taxes; be it further

**RESOLVED:** That the WDDDA will also hold an option to charge fees associated with moving the outdoor platform after the lease terminates, pending agreement between the business and the City; be it further

**RESOLVED:** That authorization to use public rights-of-way is subject to The Great Commoner signing and submitting a new Outdoor Seating Platform Agreement and sidewalk cafe permit as approved by Corporation Counsel, and complying with all applicable state, county, and local laws, ordinances, rules, and regulations; be it further

**RESOLVED:** That the Outdoor Seating Platform lease agreement shall contain provisions which require The Great Commoner to Indemnify and hold the City harmless for any claims or liabilities and the business shall provide evidence of insurance which names the City as additional insured; be it further

**RESOLVED:** That the Mayor be and is hereby authorized to execute the lease agreement for using the two on-street parking spaces for the Outdoor Seating Platform; be it further

**RESOLVED:** That this resolution be given immediate effect.

The resolution was unanimously adopted.

By Hammoud supported by Paris.

12-583-23. WHEREAS: The City of Dearborn in participation with the West Dearborn Downtown Development Authorities (WDDDA) seek to continue the Outdoor Seating Platform Program and operations policy, and

WHEREAS: City Council previously authorized the WDDDA to take place temporary platform systems in rights-of-way under the jurisdiction of the City to allow outdoor dining for adjacent businesses, and

WHEREAS: To continue the growth of the outdoor dining environment for both East and West Downtown Dearborn, the WDDDA requests that City Council authorize the lease of two on-street parking spaces for platform dining on the West side of Monroe Street south of Michigan Avenue, adjacent and in partnership with The Great Commoner (platform size 320 sq. ft.); therefore be it

RESOLVED: That the Platforms shall operate from January 31, 2024 - December 31, 2024 and daily hours shall follow the businesses' operating hours; be it further

RESOLVED: That The Great Commoner will pay a fee to use and occupy the right-of-way at \$2.10/sq. ft. per year, totaling \$840, plus \$200 admin costs and \$215 in sidewalk café permit fees through the City of Dearborn and shall comply with all applicable state, county, and local laws, ordinances, rules, and regulations; be it further

RESOLVED: That the outdoor platform lease agreement shall contain provisions which require the business to indemnify and hold the City harmless for any claims or liabilities and the business shall provide evidence of insurance which names the City as additional insured. The WDDDA also sought and obtained approvals from the Dearborn Police Department and the Fire Department for renewal of this outdoor dining platform request; be it further

RESOLVED: That the WDDDA will also hold an option to charge fees associated with moving the outdoor platform after the lease terminates, pending agreement between the business and the City; be it further

RESOLVED: That authorization to use public rights-of-way is subject to The Great Commoner signing and submitting a new Outdoor Seating Platform Agreement and sidewalk cafe permit as approved by Corporation Counsel, and complying with all applicable state, county, and local laws, ordinances, rules, and regulations; be it further

RESOLVED: That the Mayor be and is hereby authorized to execute the lease agreement for using the two on - street parking spaces for the Outdoor Seating Platform; be it further

RESOLVED: That this resolution be given immediate effect.

The resolution was unanimously adopted.

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## **Exhibit G**

### **Dearborn Guidelines for Outdoor Seating Platforms**

#### **I. Background:**

The City of Dearborn Downtown Development Authority developed a construction type of outdoor platforms that met the following criteria:

- Materials readily available
- Easy but sturdy installation
- Allow stormwater to penetrate and doesn't obstruct street drainage
- Safe
- Removable
- Ability to be level, accessible, and meet the 6" curb
- Least intrusion into the road
- Easy storage

#### **II. Planning your Platform:**

##### **What is a Temporary Outdoor Dining Platform?**

- Platforms are typically created by reclaiming a car-designated zone for pedestrian use
- Level platforms are built on top of existing pavement and are populated with planters, railing, benches, furniture, and other accessories
- Parks can vary in size from a one-car parking space of about 144 (8.5' x 16') to two of spaces linked together (8.5' x 40').

##### **Why should I consider a Temporary Outdoor Dining Platform?**

- Low installation and maintenance costs
- Maintained by adjacent businesses
- Can be installed in a way that does not require reconfiguring the streetscape, conducting demolition or altering utilities
- Are usually small scale, affordable, flexible, and often temporary or mobile

##### **How much does a Temporary Outdoor Dining Platform cost?**

- Applicants should expect to spend private funds for tables, chairs, and umbrellas for customer use and to be placed at the designated platform location
- A yearly permit fee for the use of the parallel parking spaces
- A \$200 administrative cost fee
- Sidewalk café permit fees (\$215 for 2023)

##### **Ideal Locations for Temporary Outdoor Dining Platforms**

- Rights of Way parking spaces in the ODDA District
- Located at least 20 feet down the street from an intersection
- Slope of the street is less than 5% grade
- Surrounding businesses do not object

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- Continuous existing curb for easy access from the sidewalk
- A place where potted landscaping would thrive
- High visibility from inside of adjacent businesses – for safety and support of patrons
- Existing shade trees/structures
- Existing street lights for safety and egress
- Verify vehicular sight lines for each location
- Low installation and maintenance costs
- Maintained by adjacent businesses
- Can be installed in a way that does not require much reconfirming the streetscape, doing demolition, or altering utilities
- Are usually small scale, affordable, flexible, and often temporary or mobile.

#### **Other Design Configurations**

- Decks should not occupy more than 8'6" of a 9'6" parking space
- Deck is designed so that users can see out and others outside of the park can see in
- Make the deck feel like a public space; include signage and differentiate furniture from nearby cafes. Secured railings should be provided along the street side of the platform.
- From a public safety standpoint, Jersey barricades will be required to be installed around the perimeter of the platform. The DDDA will purchase the Jersey barricades. DDDA-purchased planters will also be provided. Wheel stops are also recommended.
- The floor of the platform cannot change

#### **Outdoor Platform Oversight:**

The following will be required of all applicants:

- Site shall be kept clean
- Applicants shall maintain planters and flowers; no artificial landscape materials
- Furniture upkeep and daily maintenance like removing trash
- Graffiti removal
- Cleaning out the cavity underneath the platform
- Making sure permanent elements are secured to withstand stormwater and wind stresses

#### **City Permitting Process:**

1. Applicant will apply for an outdoor platform through the DDDA and include a design plan.
2. City staff will follow an internal approval process through Police and Fire for the public safety considerations of the platform installation.
3. Applicant will provide evidence general liability insurance in the amount of \$1M per occurrence and \$2M in the aggregate, and if alcohol is to be served it shall also include liquor liability coverage in the amount of \$1M per occurrence and no less than \$1M in the aggregate. The certificate must contain, as an endorsement, the following language pertaining to the general liability and liquor liability coverage, "The City of Dearborn, Michigan, its elected officials, officers, employees, boards, commissions, authorities, voluntary associations, and any other units operating under the jurisdiction of the City and within appointment of its operating budget including the City of Dearborn are named

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as additional insured and said coverage shall be considered to be the primary coverage rather than any policies and insurance or self-insurance retention owned or maintained by the City of Dearborn."

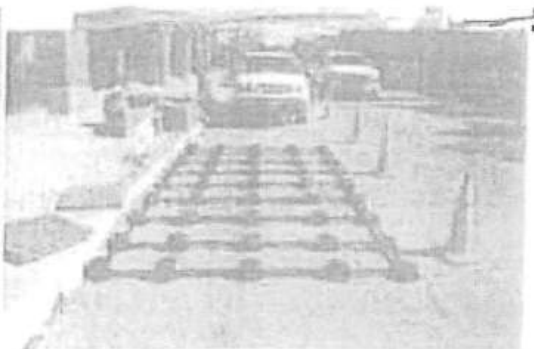
4. DDDA staff will make a recommendation to the DDDA Board to approve the lease of the outdoor dining platform to the applicant.
5. Applicant applies and pays associated fees for the sidewalk café permit through the City of Dearborn
6. Applicant signs lease agreement through the City of Dearborn and pays associated fees

Platforms will be allowed between May 1 and December 31 of each calendar year. Annual installation, storage, and removal are the responsibility of the applicant. There will be a provision in the lease agreement that may allow the DDDA to charge moving fees.

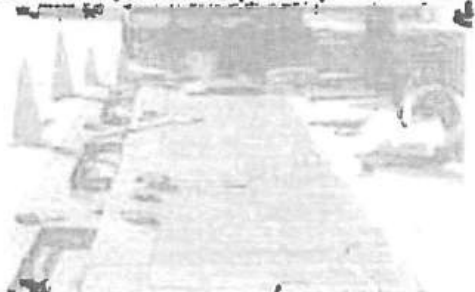
#### Site Selection and Survey



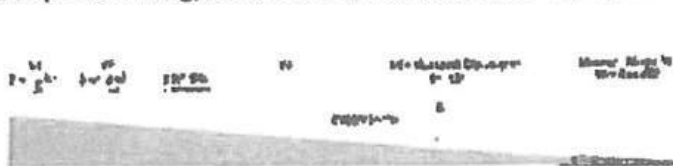
#### Set pedestals roughly 2 feet apart



#### Level with pedestal slope compensator and install bracing

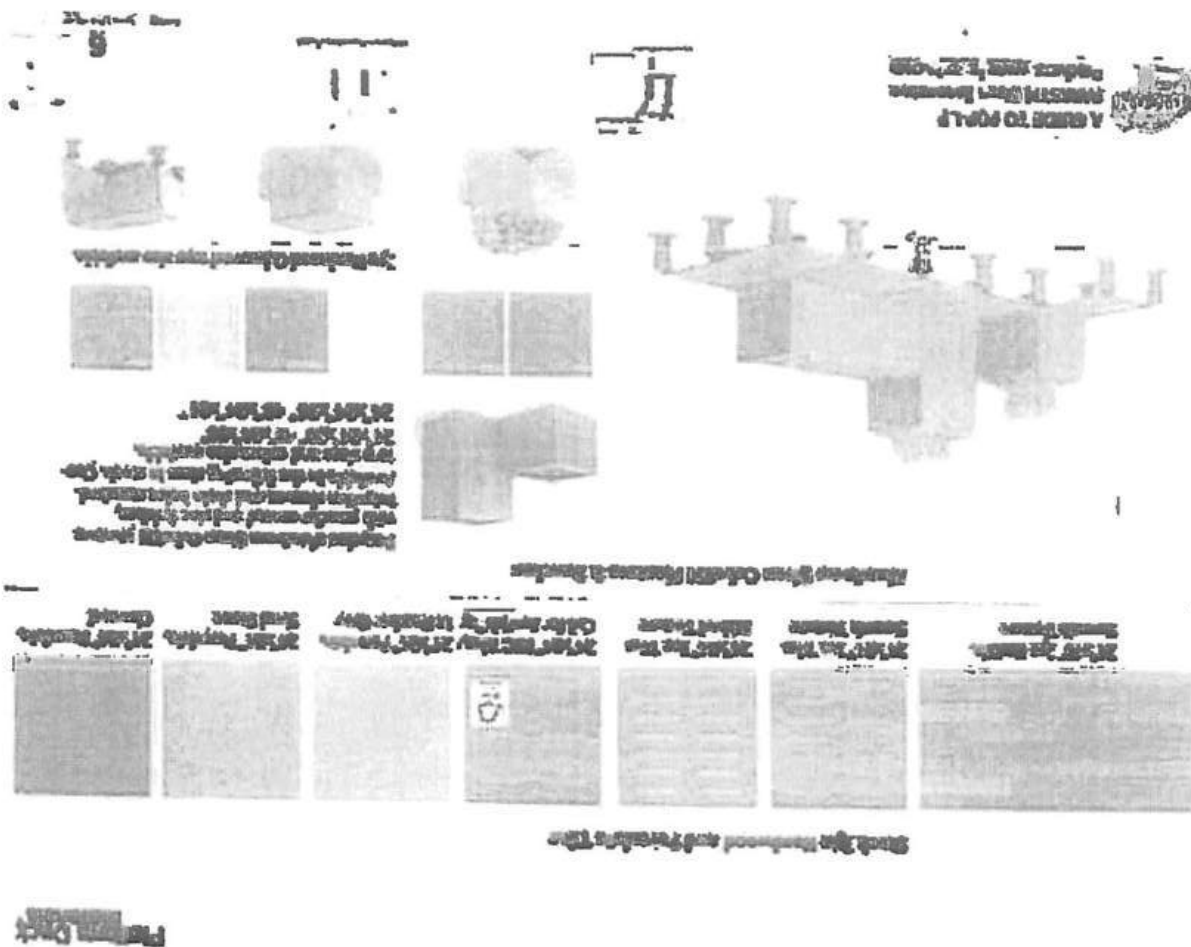


#### Completed bracing. Anchor to curb and road base. Install planter support brackets if needed.



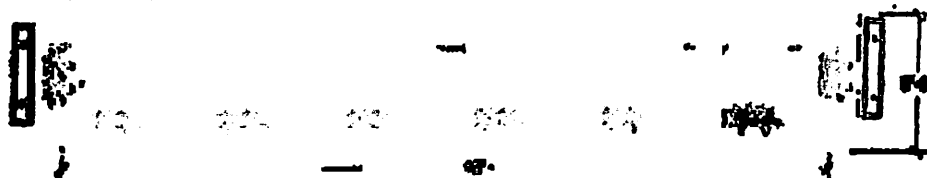
#### Install fascia boards, planters, & railing.

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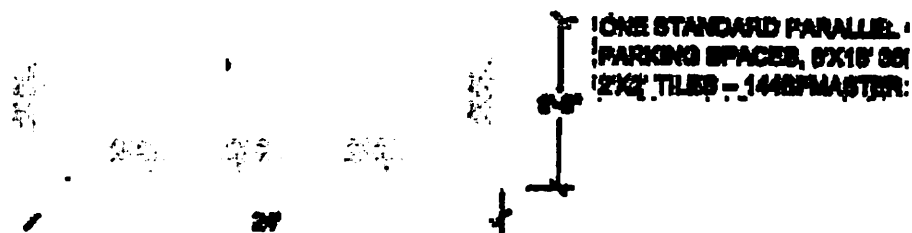


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**EXAMPLE LAYOUTS  
8' 6" 6' 40' 18'**



**TWO STANDARD PARALLEL PARKING SPACES, 6'X40' 60 2'X2' TILES - 320SF**



**ONE STANDARD PARALLEL  
PARKING SPACES, 6'X18' 60  
2'X2' TILES - 144SF**

**STANDARD PULL-IN PARKING SPOT,  
6'X18', 32 - 2'X2' TILES - 180**





## FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** For the 2024 Delinquent Miscellaneous and Special Assessment Roll be reduced by \$44,671.75 to reflect payments and adjustments and receive the final approval for transfer to the 2025 Tax Roll

**DEPARTMENT:** Finance

**BRIEF DESCRIPTION:** Resubmitting the 2024 Delinquent Miscellaneous and Special Assessment Roll, after Delinquent Notices were mailed, to reflect payments and adjustments, to be transferred to 2025 Tax Roll.

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**PRIOR COUNCIL ACTION:** C.R. 1-49-25

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### BACKGROUND:

- Includes services provided to residential and business properties that were invoiced during calendar year 2024 and remain unpaid.
  - First reading to January 28, 2025 Council Meeting; approved by C.R. 1-49-25
  - Final notices were mailed out February 21, 2025 giving residents 45 days to pay before transferring to the 2025 Tax roll with an additional 25% transfer fee per C.R. 11-1102-02
- 

### FISCAL IMPACT:

- \$136,577.93 to be added to the 2025 Tax Roll, which represents \$109,262.34 in delinquent invoices plus \$27,315.59 for the 25% transfer fee.
- 

**COMMUNITY IMPACT:** Allows City to collect on delinquent invoices as they are assigned to the Tax Roll for Tall Vegetation, False Alarms, Nuisance Abatements, sewer work, etc.

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### IMPLEMENTATION TIMELINE:

- Delinquent invoices, including 25% transfer fee, will be transferred onto the 2025 Tax Roll in June 2025 for bills to be released July 1, 2025.
- 

**COMPLIANCE/PERFORMANCE METRICS:** Reducing the 2024 Delinquent Roll by \$44,671.75 reflecting payments and adjustments after final notices were mailed February 21, 2025.



**FINANCE**

**EXECUTIVE SUMMARY AND MEMORANDUM**

**TO:** City Council

**FROM:** Finance Department

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Final approval of the 2024 Delinquent Miscellaneous and Special Assessment Roll to the 2025 Tax Roll

**DATE:** April 16, 2025

City Council passed C.R. 1-49-25 which confirmed and approved the 2024 Delinquent Miscellaneous and Special Assessment Roll in the amount of \$153,934.09, plus an additional 25% transfer fee, be spread onto the 2025 Tax Roll.

In accordance with City Charter, the Treasury Division mailed Delinquent Notices to all affected private properties with a 45-day due date. Therefore, we request that the 2024 Delinquent Miscellaneous and Special Assessment Roll be reduced by \$44,671.75 to reflect adjustments and payments made through April 15, 2025.

We certify that the following amounts are still due to the City for the several services affecting private property as follows:

Tall Vegetation	24,215.00
Litter	1,335.00
Nuisance Abatements	18,178.00
Special Pickups Requested	1,200.00
Ordinance Pickups	2,075.00
Recycle/Trash Carts	6,240.00
Demolition Legal Fees	1,048.40
Demo Related Charges	2,580.00
City Tree Fund	225.00
Police False Alarms	19,680.00
Fire False Alarms	880.00
General Fund Penalty	3,398.58
Apron Bills w/Interest & Penalty	3,838.73
<u>Sewer Bills w/Interest &amp; Penalty</u>	<u>24,368.63</u>
Total	109,262.34
<u>25% Transfer Fee</u>	<u>27,315.59</u>
Total to 2025 Tax Roll	\$ 136,577.93



**FINANCE**

## EXECUTIVE SUMMARY AND MEMORANDUM

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We request that you order \$136,577.93 be spread as the 2024 Special Assessment Roll, which includes the 25% transfer fee, for transfer to the 2025 Tax Roll.

DocuSigned by:

*Michael Kennedy*

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Michael Kennedy  
Finance Director

DocuSigned by:

*Jeremy Romer*

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Jeremy Romer  
Corporation Counsel

**2024 MR and SA Comparison  
City of Dearborn  
Delinquent Roll Comparison**

<b>Type of Bills</b>	<b>Preliminary C.R. 1-49-25</b>	<b>Minus Payments &amp; Adj</b>	<b>Transfer To Tax Roll</b>
Lawn Maintenace	\$ 28,860.00	\$ 4,645.00	\$ 24,215.00
Litter	\$ 1,335.00	\$ -	\$ 1,335.00
Trash Storage Issues	\$ -	\$ -	\$ -
Animal Waste	\$ -	\$ -	\$ -
Nuisance Abatement Cleanup	\$ 25,378.00	\$ 7,200.00	\$ 18,178.00
Snow Removal-Residential	\$ -	\$ -	\$ -
Snow Removal-Commercial	\$ -	\$ -	\$ -
Special Pick Ups Requested	\$ 1,775.00	\$ 575.00	\$ 1,200.00
Ordinance Pickups	\$ 2,425.00	\$ 350.00	\$ 2,075.00
Recycle/Trash Bins	\$ 9,480.00	\$ 3,240.00	\$ 6,240.00
Demolition Legal Fees	\$ 1,048.40	\$ -	\$ 1,048.40
Board Up charges	\$ -	\$ -	\$ -
Demolition related charges	\$ 2,580.00	\$ -	\$ 2,580.00
Payment into Tree Fund	\$ 225.00	\$ -	\$ 225.00
Tree Planting Sales	\$ -		\$ -
Police False Alarm bills	\$ 42,945.00	\$ 23,265.00	\$ 19,680.00
Fire False Alarm bills	\$ 880.00	\$ -	\$ 880.00
Carts on Curb	\$ -	\$ -	\$ -
General Fund Penalty	\$ 4,517.73	\$ 1,119.15	\$ 3,398.58
SAD872 - Wagner Court Maintenance	\$ -	\$ -	\$ -
SAD874 - East Parking Maintenance - Year 4	\$ -	\$ -	\$ -
SAD873 - West Parking Maintenance - Year 1	\$ -	\$ -	\$ -
Apron (Interest & Penalty Included)	\$ 4,267.50	\$ 428.77	\$ 3,838.73
Sewer (Interest & Penalty Included)	\$ 28,217.46	\$ 3,848.83	\$ 24,368.63
Fee Assessment	\$ 153,934.09	\$ 44,671.75	\$ 109,262.34

**RESOLVED:** That this Council does hereby confirm and approve the Final Delinquent Miscellaneous and Special Assessment Roll for 2024 for the several services affecting private property in the amount of \$109,262.344, plus a 25% tranfer fee Ord. No. 2-624 and Council Resolution 11-1102-02.

Prepared by:  
Finance Department  
April 16, 2025

PROPOSED RESOLUTION:

WHEREAS: City Council passed C.R. 1-49-25 which confirmed and approved the Preliminary Delinquent Miscellaneous and Special Assessment Roll for 2024 for the several services affecting private property in the amount of \$153,934.09 and if remained unpaid include a 25% transfer fee allowed per C.R. 11-1102-02, to be spread onto the 2025 Tax Roll and

WHEREAS: In accordance with City Charter, the Treasury Division mailed Delinquent Notices to all affected private properties and accepted \$44,671.75 in payments and adjustments through April 15, 2025 and certifies that the following amounts are still due to the City for the several services affecting private property as follows:

Tall Vegetation	\$ 24,215.00
Litter	1,335.00
Nuisance Abatements	18,178.00
Special Pickups Requested	1,200.00
Ordance Special Pickup	2,075.00
Recycle/Trash Bins	6,240.00
Demolition Legal Fees	1,048.40
Demolition Related Bills	2,580.00
Payment into City Tree Fund	225.00
Police False Alarm Bills	19,680.00
Fire False Alarm Bills	880.00
General Fund Penalty	3,398.58
Apron Bills w/Interest & Penalty	3,838.73
Sewer Bills w/Interest & Penalty	24,368.63
Total	\$ 109,262.34
25% Transfer Fee	\$ 27,315.59
Total to 2025 Tax Roll	\$ 136,577.93

WHEREAS: The City of Dearborn Treasury Division requests that these delinquent items spread as the 2024 Special Assessment Roll for the 2025 Tax Roll as supported by the subsidiary Accounts Receivable systems; therefore be it

RESOLVED: That this Council does hereby confirm and approve the Final Delinquent Miscellaneous and Special Assessment Roll for 2024 for the several services affecting private property in the amount of \$109,262.34, plus a 25% transfer fee in the amount of \$27,315.59 per Council Resolution 11-1102-02, for a final amount \$136,577.93 to be transferred onto the 2025 Tax Roll; be it further

RESOLVED: That this resolution be given immediate effect.

Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 10 213 22 001	MOHAMED, MOHSEN	P101	2.20	0.55	2.75
82 10 213 22 017	AUN, ALI M AUN, ABDELHAMID	TALL	215.00	53.75	268.75
82 10 213 22 017	AUN, ALI M AUN, ABDELHAMID	P101	15.05	3.76	18.81
82 10 281 04 014	HUSSAIN, AHMED FADHLE	TALL	215.00	53.75	268.75
82 10 281 04 014	HUSSAIN, AHMED FADHLE	P101	15.05	3.76	18.81
82 10 281 06 018	SALEMASSI, MAHESSEN	TALL	215.00	53.75	268.75
82 10 281 06 018	SALEMASSI, MAHESSEN	P101	4.30	1.08	5.38
82 11 204 10 007	MICHIGAN & TELEGRAPH VENTURES	FALSE	110.00	27.50	137.50
82 11 204 10 007	MICHIGAN & TELEGRAPH VENTURES	P101	2.20	0.55	2.75
82 11 204 10 014	DEARBORN HOSPITALITY HOTELS LLC	FALSE2	110.00	27.50	137.50
82 11 204 10 014	DEARBORN HOSPITALITY HOTELS LLC	P101	2.20	0.55	2.75
----->	Totals	FALSE	19680.00	4920.00	24600.00
----->	Totals	P101	3398.58	849.64	4248.23
----->	Totals	TALL	24215.00	6053.75	30268.75
----->	Totals	RBINS	6240.00	1560.00	7800.00
----->	Totals	NUISAB	18178.00	4544.50	22722.50
----->	Totals	ORD	2075.00	518.75	2593.75
----->	Totals	SPUR	1200.00	300.00	1500.00
----->	Totals	TREE2	225.00	56.25	281.25
----->	Totals	DMHEAR	1048.40	262.10	1310.50
----->	Totals	LITTER	1335.00	333.75	1668.75
----->	Totals	FALSE2	880.00	220.00	1100.00
----->	Totals	DMBLDG	2580.00	645.00	3225.00
----->	Grand Total		81054.98	20263.75	101318.73

Live Run					
Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 09 123 02 005	WAL-MART REAL EST BUSINESS TRT	FALSE	220.00	55.00	275.00
82 09 123 02 005	WAL-MART REAL EST BUSINESS TRT	P101	14.30	3.57	17.88
82 09 131 02 003	BEAUMONT MEDICAL CENTER	FALSE	110.00	27.50	137.50
82 09 131 02 003	BEAUMONT MEDICAL CENTER	P101	1.10	0.28	1.38
82 09 132 02 031	MERHI, TAGHRID & HAMZE	TALL	595.00	148.75	743.75
82 09 132 02 031	MERHI, TAGHRID & HAMZE	P101	54.60	13.65	68.25
82 09 134 06 016	KRYSZKO, ANTHONY & CHRISTINE	RBINS	60.00	15.00	75.00
82 09 134 06 016	KRYSZKO, ANTHONY & CHRISTINE	P101	3.60	0.90	4.50
82 09 134 12 041	AHMED, EBRAHEEM K	RBINS	60.00	15.00	75.00
82 09 134 12 041	AHMED, EBRAHEEM K	P101	6.60	1.65	8.25
82 09 134 12 060	ALHARBEE, KHAOLAH BADAIA	RBINS	60.00	15.00	75.00
82 09 134 12 060	ALHARBEE, KHAOLAH BADAIA	P101	0.60	0.15	0.75
82 09 134 13 007	BAZZI, HODA & YEHIA	RBINS	60.00	15.00	75.00
82 09 134 13 007	BAZZI, HODA & YEHIA	P101	3.60	0.90	4.50
82 09 141 01 129	MOKDAD, RAWAD ZEAITER & HANAN	RBINS	60.00	15.00	75.00
82 09 141 01 129	MOKDAD, RAWAD ZEAITER & HANAN	P101	1.20	0.30	1.50
82 09 141 01 166	AJAMI, ABBAS KANAAN & NADEEN	RBINS	120.00	30.00	150.00
82 09 141 01 166	AJAMI, ABBAS KANAAN & NADEEN	P101	6.00	1.50	7.50
82 09 144 01 038	F.J.C. LLC	TALL	1350.00	337.50	1687.50
82 09 144 01 038	F.J.C. LLC	P101	13.50	3.38	16.88
82 09 153 04 005	MUFLIHI, TAOFIK T	RBINS	60.00	15.00	75.00
82 09 153 04 005	MUFLIHI, TAOFIK T	P101	1.20	0.30	1.50
82 09 153 06 009	JAAFAR, REMA	RBINS	180.00	45.00	225.00

Live Run					
Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 09 153 06 009	JAAFAR, REMA	P101	9.00	2.25	11.25
82 09 161 02 008	ZEIDEN, HUSSEIN & MARIAM	RBINS	60.00	15.00	75.00
82 09 161 02 008	ZEIDEN, HUSSEIN & MARIAM	P101	4.20	1.05	5.25
82 09 161 09 023	DARWICHE, HUSSEIN	NUISAB	703.00	175.75	878.75
82 09 161 09 023	DARWICHE, HUSSEIN	P101	35.15	8.79	43.94
82 09 161 24 001	NASER HOLDINGS 1000 LLC	FALSE	110.00	27.50	137.50
82 09 161 24 001	NASER HOLDINGS 1000 LLC	P101	12.10	3.02	15.13
82 09 161 25 027	ZOGBY, HASSAN & MARTIN	TALL	215.00	53.75	268.75
82 09 161 25 027	ZOGBY, HASSAN & MARTIN	P101	2.15	0.54	2.69
82 09 162 26 015	BSB VENTURES LLC	RBINS	60.00	15.00	75.00
82 09 162 26 015	BSB VENTURES LLC	P101	7.20	1.80	9.00
82 09 162 33 040	HAMAD, MAYSOON	RBINS	120.00	30.00	150.00
82 09 162 33 040	HAMAD, MAYSOON	P101	6.00	1.50	7.50
82 09 163 04 007	HAMIDA, GHASSAN	TALL	215.00	53.75	268.75
82 09 163 04 007	HAMIDA, GHASSAN	P101	2.15	0.54	2.69
82 09 163 07 004	COMMUNITY FINANCIAL CREDIT UNION	TALL	820.00	205.00	1025.00
82 09 163 07 004	COMMUNITY FINANCIAL CREDIT UNION	P101	27.60	6.90	34.50
82 09 163 30 002	DUNIA INVESTMENT LLC	FALSE	1650.00	412.50	2062.50
82 09 163 30 002	DUNIA INVESTMENT LLC	P101	99.00	24.75	123.75
82 09 163 30 003	WAYNE RENTAL & DEVELOPMENT LLC	FALSE	110.00	27.50	137.50
82 09 163 30 003	WAYNE RENTAL & DEVELOPMENT LLC	P101	2.20	0.55	2.75
82 09 164 15 015	FILICE, CHARLES	TALL	215.00	53.75	268.75
82 09 164 15 015	FILICE, CHARLES	P101	6.45	1.61	8.06

Live Run					
Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 09 171 29 003	HAMADEH, MAJDI	RBINS	120.00	30.00	150.00
82 09 171 29 003	HAMADEH, MAJDI	P101	1.20	0.30	1.50
82 09 171 29 011	KHALIL, HUSSEIN	RBINS	120.00	30.00	150.00
82 09 171 29 011	KHALIL, HUSSEIN	P101	2.40	0.60	3.00
82 09 171 30 011	NAJI, ALI F	RBINS	60.00	15.00	75.00
82 09 171 30 011	NAJI, ALI F	P101	4.20	1.05	5.25
82 09 171 32 010	BAYDOUN, MOHAMMAD	ORD	175.00	43.75	218.75
82 09 171 32 010	BAYDOUN, MOHAMMAD	P101	7.00	1.75	8.75
82 09 171 78 028	BERRY, SUZANNE & NANCY	SPUR	150.00	37.50	187.50
82 09 171 78 028	BERRY, SUZANNE & NANCY	P101	3.00	0.75	3.75
82 09 172 03 021	24601 FORD DEARBORN LLC	TALL	280.00	70.00	350.00
82 09 172 03 021	24601 FORD DEARBORN LLC	P101	5.60	1.40	7.00
82 09 172 05 021	13 & SOUTHFIELD INVESTMENTS LLC	FALSE	110.00	27.50	137.50
82 09 172 05 021	13 & SOUTHFIELD INVESTMENTS LLC	P101	1.10	0.28	1.38
82 09 172 13 021	HAMID, Z ELHOURANI & HAMID	RBINS	60.00	15.00	75.00
82 09 172 13 021	HAMID, Z ELHOURANI & HAMID	P101	0.60	0.15	0.75
82 09 173 76 017	FOLEY, MATTHEW & DIANA	RBINS	60.00	15.00	75.00
82 09 173 76 017	FOLEY, MATTHEW & DIANA	P101	4.80	1.20	6.00
82 09 173 77 001	DUNDR, BRIAN	TALL	215.00	53.75	268.75
82 09 173 77 001	DUNDR, BRIAN	P101	2.15	0.54	2.69
82 09 173 77 024	BERKSTRESSER, KENNETH J	TALL	215.00	53.75	268.75
82 09 173 77 024	BERKSTRESSER, KENNETH J	P101	2.15	0.54	2.69
82 09 174 06 029	ALJEBORI, ZAHRAA	TALL	215.00	53.75	268.75

Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 09 174 06 029	ALJEBORI, ZAHRAA	P101	2.15	0.54	2.69
82 09 202 04 016	TIMANI, HANADI	RBINS	120.00	30.00	150.00
82 09 202 04 016	TIMANI, HANADI	P101	7.20	1.80	9.00
82 09 202 07 001	SIX STARS INTERNATIONAL INC	TALL	215.00	53.75	268.75
82 09 202 07 001	SIX STARS INTERNATIONAL INC	P101	2.15	0.54	2.69
82 09 202 14 004	MOHAMED, MIKE	RBINS	60.00	15.00	75.00
82 09 202 14 004	MOHAMED, MIKE	P101	0.60	0.15	0.75
82 09 202 17 023	CHAMI, AHMED	RBINS	60.00	15.00	75.00
82 09 202 17 023	CHAMI, AHMED	P101	7.20	1.80	9.00
82 09 202 21 005	EL-KHANSA,SAMANTHA BERRY, IHAB	RBINS	60.00	15.00	75.00
82 09 202 21 005	EL-KHANSA,SAMANTHA BERRY, IHAB	P101	3.60	0.90	4.50
82 09 202 31 017	HARAJLI, MALEK	RBINS	180.00	45.00	225.00
82 09 202 31 017	HARAJLI, MALEK	P101	21.60	5.40	27.00
82 09 203 80 005	TIM DONUT US LIMITED INC	FALSE	1320.00	330.00	1650.00
82 09 203 80 005	TIM DONUT US LIMITED INC	P101	151.80	37.95	189.75
82 09 204 04 030	RABABEH, RACHED	RBINS	120.00	30.00	150.00
82 09 204 04 030	RABABEH, RACHED	P101	9.60	2.40	12.00
82 09 204 08 006	24706 MICHIGAN XVII LLC	FALSE	1980.00	495.00	2475.00
82 09 204 08 006	24706 MICHIGAN XVII LLC	P101	71.50	17.88	89.38
82 09 204 08 037	DAKHLALLAH, FOUAD	FALSE	110.00	27.50	137.50
82 09 204 08 037	DAKHLALLAH, FOUAD	P101	13.30	3.32	16.63
82 09 204 08 037	DAKHLALLAH, FOUAD	RBINS	60.00	15.00	75.00
82 09 211 08 013	ALRAGEHI, BAHAA HUSSEIN-ALI	TALL	215.00	53.75	268.75

Live Run					
Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 09 211 08 013	ALRAGEHI, BAHAA HUSSEIN-ALI	P101	6.45	1.61	8.06
82 09 211 20 011	NAHER, MELISSA FLEEZANIS & ASLEH	TALL	215.00	53.75	268.75
82 09 211 20 011	NAHER, MELISSA FLEEZANIS & ASLEH	P101	2.15	0.54	2.69
82 09 213 01 043	FAY HOLDINGS LLC	FALSE	110.00	27.50	137.50
82 09 213 01 043	FAY HOLDINGS LLC	P101	6.60	1.65	8.25
82 09 213 01 052	FD HOLDING LLC	NUISAB	2475.00	618.75	3093.75
82 09 213 01 052	FD HOLDING LLC	P101	198.00	49.50	247.50
82 09 214 07 008	NASER HOLDINGS X LLC	FALSE	110.00	27.50	137.50
82 09 214 07 008	NASER HOLDINGS X LLC	P101	7.70	1.92	9.63
82 09 214 13 013	BEYDOUN, ABDALLA	RBINS	120.00	30.00	150.00
82 09 214 13 013	BEYDOUN, ABDALLA	P101	8.40	2.10	10.50
82 09 214 20 017	BZEIH, MOHAMAD & FATIMA	RBINS	60.00	15.00	75.00
82 09 214 20 017	BZEIH, MOHAMAD & FATIMA	P101	0.60	0.15	0.75
82 09 221 02 083	MCHUGH, NANCY I	RBINS	120.00	30.00	150.00
82 09 221 02 083	MCHUGH, NANCY I	P101	6.00	1.50	7.50
82 09 221 03 007	22332 GARRISON LLC	FALSE	220.00	55.00	275.00
82 09 221 03 007	22332 GARRISON LLC	P101	24.20	6.05	30.25
82 09 221 07 004	MAPLE REAL ESTATE GROUP LLC	FALSE	220.00	55.00	275.00
82 09 221 07 004	MAPLE REAL ESTATE GROUP LLC	P101	14.30	3.57	17.88
82 09 221 07 009	WCW HOLDINGS LCC	FALSE	110.00	27.50	137.50
82 09 221 07 009	WCW HOLDINGS LCC	P101	2.20	0.55	2.75
82 09 221 07 010	MERCHANTS FINE WINE	FALSE	110.00	27.50	137.50
82 09 221 07 010	MERCHANTS FINE WINE	P101	4.40	1.10	5.50

Live Run					
Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 09 222 03 029	BAZZI LIVING TRST/BAZZI, DIANA	RBINS	120.00	30.00	150.00
82 09 222 03 029	BAZZI LIVING TRST/BAZZI, DIANA	P101	4.80	1.20	6.00
82 09 223 03 013	WEST VILLAGE DEARBORN LLC	FALSE	1265.00	316.25	1581.25
82 09 223 03 013	WEST VILLAGE DEARBORN LLC	P101	112.75	28.19	140.94
82 09 223 07 030	FAWAZ, ISSA & STEVEN	RBINS	120.00	30.00	150.00
82 09 223 07 030	FAWAZ, ISSA & STEVEN	P101	11.40	2.85	14.25
82 09 223 07 034	CHAMMOUT, MOHAMMED & KASSEM	RBINS	60.00	15.00	75.00
82 09 223 07 034	CHAMMOUT, MOHAMMED & KASSEM	P101	3.60	0.90	4.50
82 09 223 14 012	FEZZANI, RIADH	TALL	215.00	53.75	268.75
82 09 223 14 012	FEZZANI, RIADH	P101	4.30	1.08	5.38
82 09 223 35 022	MURRAY, KYLE	RBINS	60.00	15.00	75.00
82 09 223 35 022	MURRAY, KYLE	P101	1.20	0.30	1.50
82 09 232 01 004	F.J.C. LLC	TALL	900.00	225.00	1125.00
82 09 232 01 004	F.J.C. LLC	P101	9.00	2.25	11.25
82 09 253 05 013	ARCHBISHOP OF DETROIT	RBINS	60.00	15.00	75.00
82 09 253 05 013	ARCHBISHOP OF DETROIT	P101	6.60	1.65	8.25
82 09 253 07 019	ABDULLA, ASMA ABDULLA, KASSEM	RBINS	60.00	15.00	75.00
82 09 253 07 019	ABDULLA, ASMA ABDULLA, KASSEM	P101	4.20	1.05	5.25
82 09 262 02 011	1ST METRO-DEARBORN LLC	TALL	215.00	53.75	268.75
82 09 262 02 011	1ST METRO-DEARBORN LLC	P101	15.05	3.76	18.81
82 09 263 01 018	MANSOOB, MURAD	RBINS	60.00	15.00	75.00
82 09 263 01 018	MANSOOB, MURAD	P101	6.60	1.65	8.25
82 09 263 09 006	ALKHALILI, HAMID	RBINS	60.00	15.00	75.00

Live Run					
Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 09 263 09 006	ALKHALILI, HAMID	P101	1.20	0.30	1.50
82 09 263 11 063	SALEH, ZEINAB BARAKAT & MOHAMMED	RBINS	120.00	30.00	150.00
82 09 263 11 063	SALEH, ZEINAB BARAKAT & MOHAMMED	P101	8.40	2.10	10.50
82 09 263 11 098	JONES, STEPHEN E	TALL	215.00	53.75	268.75
82 09 263 11 098	JONES, STEPHEN E	P101	15.05	3.76	18.81
82 09 263 11 099	MORGAN, DAVID D	RBINS	60.00	15.00	75.00
82 09 263 11 099	MORGAN, DAVID D	P101	3.00	0.75	3.75
82 09 263 17 011	19224 CARLYSLE STREET DB LLC	TALL	280.00	70.00	350.00
82 09 263 17 011	19224 CARLYSLE STREET DB LLC	P101	16.80	4.20	21.00
82 09 264 05 010	BALLOUT, MEHDI	TALL	215.00	53.75	268.75
82 09 264 05 010	BALLOUT, MEHDI	P101	2.15	0.54	2.69
82 09 271 04 027	ATTARD, TRACEY ANN-NICOLE	RBINS	60.00	15.00	75.00
82 09 271 04 027	ATTARD, TRACEY ANN-NICOLE	P101	6.00	1.50	7.50
82 09 271 10 035	DISBROW, DESIREE	TALL	215.00	53.75	268.75
82 09 271 10 035	DISBROW, DESIREE	P101	15.05	3.76	18.81
82 09 271 14 009	HACKER, MARGARET	SPUR	225.00	56.25	281.25
82 09 271 14 009	HACKER, MARGARET	P101	11.25	2.81	14.06
82 09 271 16 009	MOISEEFF, ALEX & IGOR	TALL	280.00	70.00	350.00
82 09 271 16 009	MOISEEFF, ALEX & IGOR	P101	19.60	4.90	24.50
82 09 273 01 013	ABRAHAM, ZIANGA	TALL	215.00	53.75	268.75
82 09 273 01 013	ABRAHAM, ZIANGA	P101	12.90	3.23	16.13
82 09 273 11 024	BUSH, EDWARD E	SPUR	125.00	31.25	156.25
82 09 273 11 024	BUSH, EDWARD E	P101	8.75	2.19	10.94

Live Run					
Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 09 273 15 020	SAAD, ABDULHASSAN	TALL	280.00	70.00	350.00
82 09 273 15 020	SAAD, ABDULHASSAN	P101	19.60	4.90	24.50
82 09 273 17 015	MORTON, JOHN E	RBINS	60.00	15.00	75.00
82 09 273 17 015	MORTON, JOHN E	P101	6.60	1.65	8.25
82 09 273 28 001	MARIE, LORNA J STE	TALL	215.00	53.75	268.75
82 09 273 28 001	MARIE, LORNA J STE	P101	6.45	1.61	8.06
82 09 273 30 021	SALAH SALEH, KHAWLA	TALL	215.00	53.75	268.75
82 09 273 30 021	SALAH SALEH, KHAWLA	P101	8.60	2.15	10.75
82 09 274 08 012	DAHER REAL ESTATE 2 LLC	RBINS	60.00	15.00	75.00
82 09 274 08 012	DAHER REAL ESTATE 2 LLC	P101	7.20	1.80	9.00
82 09 281 03 017	RAHMAN MD, FAIZ	FALSE	110.00	27.50	137.50
82 09 281 03 017	RAHMAN MD, FAIZ	P101	13.20	3.30	16.50
82 09 281 17 031	DOTO, AUTUMN	RBINS	60.00	15.00	75.00
82 09 281 17 031	DOTO, AUTUMN	P101	6.00	1.50	7.50
82 09 282 03 005	BAZZI, LOBNA	RBINS	180.00	45.00	225.00
82 09 282 03 005	BAZZI, LOBNA	P101	9.00	2.25	11.25
82 09 282 06 001	ALKHUZAEE, MOHAMMED	ORD	325.00	81.25	406.25
82 09 282 06 001	ALKHUZAEE, MOHAMMED	P101	35.75	8.94	44.69
82 09 282 10 031	ALHAIDER, ADNAN	TALL	315.00	78.75	393.75
82 09 282 10 031	ALHAIDER, ADNAN	P101	15.75	3.94	19.69
82 09 282 18 009	HOURLANI, HASSAN	RBINS	120.00	30.00	150.00
82 09 282 18 009	HOURLANI, HASSAN	P101	4.80	1.20	6.00
82 09 282 19 010	MANSOUR, HASSEN	RBINS	240.00	60.00	300.00

Live Run					
Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 09 282 19 010	MANSOUR, HASSEN	P101	9.60	2.40	12.00
82 09 283 08 009	KOZYKOSKI, MICHAEL	TALL	215.00	53.75	268.75
82 09 283 08 009	KOZYKOSKI, MICHAEL	P101	4.30	1.08	5.38
82 09 283 12 002	DAGHER, WALID	RBINS	60.00	15.00	75.00
82 09 283 12 002	DAGHER, WALID	P101	4.20	1.05	5.25
82 09 283 12 024	ABULRAHMAN, MOHAMED	RBINS	60.00	15.00	75.00
82 09 283 12 024	ABULRAHMAN, MOHAMED	P101	2.40	0.60	3.00
82 09 283 14 007	CAUGHILL, PATRICIA & JOHN T	NUISAB	1850.00	462.50	2312.50
82 09 283 14 007	CAUGHILL, PATRICIA & JOHN T	P101	102.10	25.53	127.63
82 09 283 14 007	CAUGHILL, PATRICIA & JOHN T	TALL	530.00	132.50	662.50
82 09 283 19 006	WILLIAMS, DANIEL D & CHARICE N	RBINS	120.00	30.00	150.00
82 09 283 19 006	WILLIAMS, DANIEL D & CHARICE N	P101	7.20	1.80	9.00
82 09 284 16 021	PADYS, STANLEY	TALL	215.00	53.75	268.75
82 09 284 16 021	PADYS, STANLEY	P101	6.45	1.61	8.06
82 09 284 17 018	CARSON, STEVE	SPUR	125.00	31.25	156.25
82 09 284 17 018	CARSON, STEVE	P101	12.50	3.13	15.63
82 09 292 03 035	AHMAD,HASAN	TREE2	225.00	56.25	281.25
82 09 292 03 035	AHMAD,HASAN	P101	15.75	3.94	19.69
82 09 292 07 019	PIERCE, ROBERT AINSWORTH & DEBRA	TALL	215.00	53.75	268.75
82 09 292 07 019	PIERCE, ROBERT AINSWORTH & DEBRA	P101	114.38	28.59	142.98
82 09 292 07 019	PIERCE, ROBERT AINSWORTH & DEBRA	DMHEAR	448.40	112.10	560.50
82 09 292 07 019	PIERCE, ROBERT AINSWORTH & DEBRA	NUISAB	2475.00	618.75	3093.75
82 09 292 08 055	SHAJRAH, MOHAMED	RBINS	60.00	15.00	75.00

Live Run					
Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 09 292 08 055	SHAJRAH, MOHAMED	P101	11.50	2.87	14.38
82 09 292 08 055	SHAJRAH, MOHAMED	TALL	215.00	53.75	268.75
82 09 292 09 016	PATTERSON, ROBERT	RBINS	60.00	15.00	75.00
82 09 292 09 016	PATTERSON, ROBERT	P101	4.80	1.20	6.00
82 09 292 13 019	ABOGILAL, AHMED	TALL	215.00	53.75	268.75
82 09 292 13 019	ABOGILAL, AHMED	P101	6.45	1.61	8.06
82 09 292 13 033	DYafa HOMES LLC	NUISAB	1375.00	343.75	1718.75
82 09 292 13 033	DYafa HOMES LLC	P101	41.25	10.31	51.56
82 09 292 13 035	GAMIL, MOHAMED ALI	NUISAB	1275.00	318.75	1593.75
82 09 292 13 035	GAMIL, MOHAMED ALI	P101	38.25	9.56	47.81
82 09 293 26 162	FAIRLANE VENTURE FIFTEEN, LLC	FALSE	770.00	192.50	962.50
82 09 293 26 162	FAIRLANE VENTURE FIFTEEN, LLC	P101	15.40	3.85	19.25
82 09 294 01 011	HINZ, BONNIE M	SPUR	150.00	37.50	187.50
82 09 294 01 011	HINZ, BONNIE M	P101	12.00	3.00	15.00
82 09 294 17 027	MAL INVESTMENT GROUP LLC	ORD	475.00	118.75	593.75
82 09 294 17 027	MAL INVESTMENT GROUP LLC	P101	57.00	14.25	71.25
82 09 294 19 023	AL SERRI, RAFED	RBINS	120.00	30.00	150.00
82 09 294 19 023	AL SERRI, RAFED	P101	9.60	2.40	12.00
82 09 322 03 026	MNIKH, MARIA	RBINS	120.00	30.00	150.00
82 09 322 03 026	MNIKH, MARIA	P101	9.60	2.40	12.00
82 09 322 27 027	MEKA PROPERTY & RENTAL	TALL	215.00	53.75	268.75
82 09 322 27 027	MEKA PROPERTY & RENTAL	P101	4.30	1.08	5.38
82 09 331 01 005	BASHA REAL ESTATE LLC	TALL	280.00	70.00	350.00

Live Run

Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 09 331 01 005	BASHA REAL ESTATE LLC	P101	5.60	1.40	7.00
82 09 341 03 029	NICKEL, RYAN	TALL	280.00	70.00	350.00
82 09 341 03 029	NICKEL, RYAN	P101	19.60	4.90	24.50
82 09 352 02 008	SALHA, SEHAM	RBINS	60.00	15.00	75.00
82 09 352 02 008	SALHA, SEHAM	P101	3.00	0.75	3.75
82 09 352 04 002	SHALHOUT, UTHMAN	TALL	215.00	53.75	268.75
82 09 352 04 002	SHALHOUT, UTHMAN	P101	15.05	3.76	18.81
82 09 352 13 022	KARAGATSOULIS, PANAGEOTIS	ORD	175.00	43.75	218.75
82 09 352 13 022	KARAGATSOULIS, PANAGEOTIS	P101	1.75	0.44	2.19
82 10 043 01 005	WYOMING PROPERTY LLC	FALSE	110.00	27.50	137.50
82 10 043 01 005	WYOMING PROPERTY LLC	P101	4.40	1.10	5.50
82 10 043 04 083	FRESNO INVESTMENTS LLC	TALL	530.00	132.50	662.50
82 10 043 04 083	FRESNO INVESTMENTS LLC	P101	52.85	13.21	66.06
82 10 043 05 003	WYOMING DIVERSEY, LLC	FALSE	220.00	55.00	275.00
82 10 043 05 003	WYOMING DIVERSEY, LLC	P101	7.70	1.92	9.63
82 10 053 16 010	RUBALL, JAMAL	TALL	215.00	53.75	268.75
82 10 053 16 010	RUBALL, JAMAL	P101	25.80	6.45	32.25
82 10 053 30 011	WAZNEY FAMILY TRUST	SPUR	100.00	25.00	125.00
82 10 053 30 011	WAZNEY FAMILY TRUST	P101	1.00	0.25	1.25
82 10 053 32 023	NAGI, HAROON A	RBINS	60.00	15.00	75.00
82 10 053 32 023	NAGI, HAROON A	P101	4.80	1.20	6.00
82 10 053 37 013	NSH INVESTMENTS LLC	FALSE	110.00	27.50	137.50
82 10 053 37 013	NSH INVESTMENTS LLC	P101	1.10	0.28	1.38

Live Run

Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 10 054 06 014	DUAIS, GAMAL	RBINS	60.00	15.00	75.00
82 10 054 06 014	DUAIS, GAMAL	P101	2.40	0.60	3.00
82 10 054 08 002	WEIGANDT, GEORGE & MOORE, CAROL	TALL	315.00	78.75	393.75
82 10 054 08 002	WEIGANDT, GEORGE & MOORE, CAROL	P101	15.75	3.94	19.69
82 10 054 11 016	SAAD, FATIMA OMER & AHMED S	RBINS	60.00	15.00	75.00
82 10 054 11 016	SAAD, FATIMA OMER & AHMED S	P101	6.60	1.65	8.25
82 10 054 11 028	MUSLEH, KHALED	TALL	280.00	70.00	350.00
82 10 054 11 028	MUSLEH, KHALED	P101	14.00	3.50	17.50
82 10 054 24 023	ALDURA, ABDULRAHMAN MOHAMMED	RBINS	60.00	15.00	75.00
82 10 054 24 023	ALDURA, ABDULRAHMAN MOHAMMED	P101	4.80	1.20	6.00
82 10 054 36 026	MJA PROPERTIES LLC	TALL	215.00	53.75	268.75
82 10 054 36 026	MJA PROPERTIES LLC	P101	25.80	6.45	32.25
82 10 063 14 015	BIN-ALSHEIKH, MOHAMMED	RBINS	60.00	15.00	75.00
82 10 063 14 015	BIN-ALSHEIKH, MOHAMMED	P101	4.80	1.20	6.00
82 10 063 19 004	BAZZI, NORMA	FALSE	110.00	27.50	137.50
82 10 063 19 004	BAZZI, NORMA	P101	2.20	0.55	2.75
82 10 063 32 020	HAKKANI, FAROUK A	TALL	215.00	53.75	268.75
82 10 063 32 020	HAKKANI, FAROUK A	P101	15.05	3.76	18.81
82 10 064 06 027	REALTY INCOME PROPERTIES 18 LLC	FALSE	275.00	68.75	343.75
82 10 064 06 027	REALTY INCOME PROPERTIES 18 LLC	P101	2.75	0.69	3.44
82 10 064 07 017	ALLAHAM, MUHANNAD	TALL	315.00	78.75	393.75
82 10 064 07 017	ALLAHAM, MUHANNAD	P101	18.90	4.72	23.63
82 10 064 09 003	JAROCH, PATRICIA	TALL	215.00	53.75	268.75

Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 10 064 09 003	JAROCH, PATRICIA	P101	21.50	5.37	26.88
82 10 064 12 007	SOBH, HASSAN	RBINS	60.00	15.00	75.00
82 10 064 12 007	SOBH, HASSAN	P101	3.60	0.90	4.50
82 10 064 20 019	AL-BUKHARI, MUSTAFA	TALL	215.00	53.75	268.75
82 10 064 20 019	AL-BUKHARI, MUSTAFA	P101	25.80	6.45	32.25
82 10 064 26 009	SHOUBAH, ANISA	ORD	200.00	50.00	250.00
82 10 064 26 009	SHOUBAH, ANISA	P101	16.00	4.00	20.00
82 10 071 05 027	UPPERCUTZ INC	FALSE	110.00	27.50	137.50
82 10 071 05 027	UPPERCUTZ INC	P101	12.10	3.02	15.13
82 10 071 06 012	GREEN MEADOWS REALTY LLC	TALL	215.00	53.75	268.75
82 10 071 06 012	GREEN MEADOWS REALTY LLC	P101	2.15	0.54	2.69
82 10 071 17 012	TAHA, RANIA	SPUR	150.00	37.50	187.50
82 10 071 17 012	TAHA, RANIA	P101	1.50	0.38	1.88
82 10 071 23 005	RASSAM, MOHAMMED	TALL	215.00	53.75	268.75
82 10 071 23 005	RASSAM, MOHAMMED	P101	21.50	5.37	26.88
82 10 071 26 036	DARGAN, KHALED	TALL	215.00	53.75	268.75
82 10 071 26 036	DARGAN, KHALED	P101	2.15	0.54	2.69
82 10 071 32 018	AL MEHDI, SHAM	TALL	215.00	53.75	268.75
82 10 071 32 018	AL MEHDI, SHAM	P101	4.30	1.08	5.38
82 10 071 33 004	QUASSAIRY, ALI HUSSEIN	LITTER	215.00	53.75	268.75
82 10 071 33 004	QUASSAIRY, ALI HUSSEIN	P101	19.35	4.84	24.19
82 10 071 36 011	DAGHER, ROLA & ZAINAB	TALL	215.00	53.75	268.75
82 10 071 36 011	DAGHER, ROLA & ZAINAB	P101	4.30	1.08	5.38

Live Run					
Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 10 072 03 008	WARREN AVENUE PROPERTIES	FALSE2	110.00	27.50	137.50
82 10 072 03 008	WARREN AVENUE PROPERTIES	P101	2.20	0.55	2.75
82 10 072 06 018	FIFTH THIRD BANK	FALSE	2200.00	550.00	2750.00
82 10 072 06 018	FIFTH THIRD BANK	P101	27.50	6.88	34.38
82 10 072 13 048	JASS INVESTMENTS LLC	TALL	215.00	53.75	268.75
82 10 072 13 048	JASS INVESTMENTS LLC	P101	25.80	6.45	32.25
82 10 072 17 015	ISLAMIC INSTITUTE OF KNOWLEDGE	FALSE	2530.00	632.50	3162.50
82 10 072 17 015	ISLAMIC INSTITUTE OF KNOWLEDGE	P101	78.10	19.53	97.63
82 10 072 17 022	MAZEH, MOHAMED	TALL	280.00	70.00	350.00
82 10 072 17 022	MAZEH, MOHAMED	P101	2.80	0.70	3.50
82 10 073 01 008	KASSIRA,MOHAMED & SALAM	RBINS	60.00	15.00	75.00
82 10 073 01 008	KASSIRA,MOHAMED & SALAM	P101	6.00	1.50	7.50
82 10 073 10 015	WELDON, CYNTHIA & JOHN	TALL	530.00	132.50	662.50
82 10 073 10 015	WELDON, CYNTHIA & JOHN	P101	18.20	4.55	22.75
82 10 073 22 013	MUTHANNA, OMAR - ELOMARI, WALAA	TALL	215.00	53.75	268.75
82 10 073 22 013	MUTHANNA, OMAR - ELOMARI, WALAA	P101	4.30	1.08	5.38
82 10 074 18 022	SHANAN, WAMEEDA	RBINS	60.00	15.00	75.00
82 10 074 18 022	SHANAN, WAMEEDA	P101	3.00	0.75	3.75
82 10 074 31 012	HAK HOLDINGS LLC	LITTER	280.00	70.00	350.00
82 10 074 31 012	HAK HOLDINGS LLC	P101	25.20	6.30	31.50
82 10 081 02 001	HASSAN, SAFITUAL-RAHMAN	TALL	215.00	53.75	268.75
82 10 081 02 001	HASSAN, SAFITUAL-RAHMAN	P101	15.05	3.76	18.81
82 10 081 03 011	AJAMI, KASSEM	RBINS	60.00	15.00	75.00

Live Run					
Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 10 081 03 011	AJAMI, KASSEM	P101	0.60	0.15	0.75
82 10 081 18 022	FAYAD, MARYAM A	TALL	215.00	53.75	268.75
82 10 081 18 022	FAYAD, MARYAM A	P101	21.50	5.37	26.88
82 10 081 24 012	JOUMAA, ALI M	RBINS	120.00	30.00	150.00
82 10 081 24 012	JOUMAA, ALI M	P101	8.40	2.10	10.50
82 10 081 29 014	TAHA FOUNDATION INC	TALL	215.00	53.75	268.75
82 10 081 29 014	TAHA FOUNDATION INC	P101	2.15	0.54	2.69
82 10 082 08 004	Z & A PROPERTY & CONSTRUT LLC	TALL	215.00	53.75	268.75
82 10 082 08 035	7021 WYOMING, LLC	FALSE	1320.00	330.00	1650.00
82 10 082 08 035	7021 WYOMING, LLC	P101	27.50	6.88	34.38
82 10 082 12 030	ALDHULAIMI, MOSED	ORD	175.00	43.75	218.75
82 10 082 12 030	ALDHULAIMI, MOSED	P101	14.00	3.50	17.50
82 10 083 04 017	SALEH, ALI ABDULLAH-MOUSA	ORD	200.00	50.00	250.00
82 10 083 04 017	SALEH, ALI ABDULLAH-MOUSA	P101	14.00	3.50	17.50
82 10 083 06 008	MASOUD, EYAD & DAREEN	TALL	215.00	53.75	268.75
82 10 083 06 008	MASOUD, EYAD & DAREEN	P101	2.15	0.54	2.69
82 10 083 08 037	ALMOUSAWI, MUNTARD & MUNA	LITTER	280.00	70.00	350.00
82 10 083 08 037	ALMOUSAWI, MUNTARD & MUNA	P101	19.60	4.90	24.50
82 10 083 24 028	MCDONALD'S CORPORATION 021-0564	FALSE	220.00	55.00	275.00
82 10 083 24 028	MCDONALD'S CORPORATION 021-0564	P101	2.20	0.55	2.75
82 10 084 02 003	HADDAD REAL PROPERTIES LLC	FALSE	880.00	220.00	1100.00
82 10 084 02 003	HADDAD REAL PROPERTIES LLC	P101	26.95	6.74	33.69
82 10 091 05 016	AL-GHAITHI, JAMAL A	TALL	215.00	53.75	268.75

Live Run					
Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 10 091 05 016	AL-GHAITHI, JAMAL A	P101	10.75	2.69	13.44
82 10 091 05 022	AL-GAHIM, MOHAMMED MUSLEH	TALL	280.00	70.00	350.00
82 10 091 05 022	AL-GAHIM, MOHAMMED MUSLEH	P101	14.00	3.50	17.50
82 10 171 11 010	ALBADANI, WALEED & AMAL	TALL	215.00	53.75	268.75
82 10 171 11 010	ALBADANI, WALEED & AMAL	P101	2.15	0.54	2.69
82 10 171 13 027	ABDULLAH, MOHAMED	TALL	215.00	53.75	268.75
82 10 171 13 027	ABDULLAH, MOHAMED	P101	2.15	0.54	2.69
82 10 171 14 035	ISOVSKI, BRIANNA & MUZTATER	SPUR	175.00	43.75	218.75
82 10 171 14 035	ISOVSKI, BRIANNA & MUZTATER	P101	14.00	3.50	17.50
82 10 171 15 001	MUSAIBLI, LINDA	TALL	215.00	53.75	268.75
82 10 171 15 001	MUSAIBLI, LINDA	P101	2.15	0.54	2.69
82 10 171 16 011	HYPO RE, LLC	DMBLDG	860.00	215.00	1075.00
82 10 171 16 012	HYPO RE, LLC	DMBLDG	860.00	215.00	1075.00
82 10 171 16 013	WILMINGTON SAVINGS/ MTG AGGREGATION	DMHEAR	600.00	150.00	750.00
82 10 171 16 013	WILMINGTON SAVINGS/ MTG AGGREGATION	P101	66.00	16.50	82.50
82 10 171 16 013	WILMINGTON SAVINGS/ MTG AGGREGATION	DMBLDG	860.00	215.00	1075.00
82 10 171 17 002	HISTORIC SCHAEFER PROPERTIES LLC	FALSE	110.00	27.50	137.50
82 10 171 17 002	HISTORIC SCHAEFER PROPERTIES LLC	P101	2.20	0.55	2.75
82 10 171 18 015	MICHIGAN & BINGHAM LLC	FALSE	110.00	27.50	137.50
82 10 171 18 015	MICHIGAN & BINGHAM LLC	P101	4.40	1.10	5.50
82 10 171 18 022	OASIS HALAL MARKET LLC	ORD	175.00	43.75	218.75
82 10 171 18 022	OASIS HALAL MARKET LLC	P101	17.50	4.38	21.88
82 10 171 18 028	ABULHASSAN, NAJIB	TALL	215.00	53.75	268.75

Live Run					
Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 10 171 18 028	ABULHASSAN, NAJIB	P101	4.30	1.08	5.38
82 10 171 18 043	5120 BINGHAM LLC	RBINS	60.00	15.00	75.00
82 10 171 18 043	5120 BINGHAM LLC	P101	5.40	1.35	6.75
82 10 171 19 023	AHMED, ABDULHAFIDH	TALL	215.00	53.75	268.75
82 10 171 19 023	AHMED, ABDULHAFIDH	P101	2.15	0.54	2.69
82 10 173 01 038	DEARBORN SCHAEFER OFFICE CO LLC	FALSE	110.00	27.50	137.50
82 10 173 01 038	DEARBORN SCHAEFER OFFICE CO LLC	P101	7.70	1.92	9.63
82 10 173 08 052	JMDH REAL ESTATE OF DBN LLC	FALSE	1210.00	302.50	1512.50
82 10 173 08 052	JMDH REAL ESTATE OF DBN LLC	P101	24.20	6.05	30.25
82 10 173 14 002	JACOB DISTRIBUTION LLC	FALSE	110.00	27.50	137.50
82 10 173 14 002	JACOB DISTRIBUTION LLC	P101	2.20	0.55	2.75
82 10 181 01 027	BAIZ, HANAN	RBINS	120.00	30.00	150.00
82 10 181 01 027	BAIZ, HANAN	P101	2.40	0.60	3.00
82 10 181 02 019	ALHANEK, KHALED	TALL	215.00	53.75	268.75
82 10 181 02 019	ALHANEK, KHALED	P101	2.15	0.54	2.69
82 10 181 09 016	ZABOKLICKI, BOGUSLAW	TALL	530.00	132.50	662.50
82 10 181 09 016	ZABOKLICKI, BOGUSLAW	P101	44.10	11.02	55.13
82 10 181 09 016	ZABOKLICKI, BOGUSLAW	NUISAB	2275.00	568.75	2843.75
82 10 181 11 002	SPOSA BELLA PROPERTY LLC	FALSE	110.00	27.50	137.50
82 10 181 11 002	SPOSA BELLA PROPERTY LLC	P101	6.60	1.65	8.25
82 10 181 17 003	ZABOKLICKI, BOGUSLAW	TALL	215.00	53.75	268.75
82 10 181 17 003	ZABOKLICKI, BOGUSLAW	P101	61.80	15.45	77.25
82 10 181 17 003	ZABOKLICKI, BOGUSLAW	NUISAB	2875.00	718.75	3593.75

Live Run					
Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 10 181 17 026	SABRA, NATASHA OSTIEVANA & IBRAHIM	TALL	215.00	53.75	268.75
82 10 181 17 026	SABRA, NATASHA OSTIEVANA & IBRAHIM	P101	4.30	1.08	5.38
82 10 182 01 022	ABUQATTAM, YAZEN	RBINS	60.00	15.00	75.00
82 10 182 01 022	ABUQATTAM, YAZEN	P101	5.40	1.35	6.75
82 10 182 02 015	ABUQATTAM, ALA & ELHAM	RBINS	60.00	15.00	75.00
82 10 182 02 015	ABUQATTAM, ALA & ELHAM	P101	5.40	1.35	6.75
82 10 182 04 003	ELAHI, MOHAMMED HASSAN	TALL	430.00	107.50	537.50
82 10 182 04 003	ELAHI, MOHAMMED HASSAN	P101	38.70	9.67	48.38
82 10 182 12 024	GAFAI GROUP LLC	TALL	215.00	53.75	268.75
82 10 182 12 024	GAFAI GROUP LLC	P101	12.90	3.23	16.13
82 10 182 12 035	MARSH, ROYDON L & MARIE A	TALL	215.00	53.75	268.75
82 10 182 12 035	MARSH, ROYDON L & MARIE A	P101	2.15	0.54	2.69
82 10 182 18 037	JNR HOLDINGS LLC	FALSE	220.00	55.00	275.00
82 10 182 18 037	JNR HOLDINGS LLC	P101	7.70	1.92	9.63
82 10 182 25 005	WAYNE COUNTY LAND BANK	NUISAB	2875.00	718.75	3593.75
82 10 182 25 005	WAYNE COUNTY LAND BANK	P101	86.25	21.56	107.81
82 10 182 25 030	SAL'S PROPERTY MANAGEMENT LLC	FALSE2	220.00	55.00	275.00
82 10 182 25 030	SAL'S PROPERTY MANAGEMENT LLC	P101	24.20	6.05	30.25
82 10 183 03 031	ALMULAIKI, IKBAL	TALL	215.00	53.75	268.75
82 10 183 03 031	ALMULAIKI, IKBAL	P101	2.15	0.54	2.69
82 10 183 06 017	MCDONALD'S CORPORATION 021-0351	FALSE	110.00	27.50	137.50
82 10 183 06 017	MCDONALD'S CORPORATION 021-0351	P101	2.20	0.55	2.75
82 10 183 06 042	BAKER, ANWAR	TALL	215.00	53.75	268.75

Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 10 183 06 042	BAKER, ANWAR	P101	2.15	0.54	2.69
82 10 183 07 043	ESSA, HUSSAM	RBINS	60.00	15.00	75.00
82 10 183 07 043	ESSA, HUSSAM	P101	6.00	1.50	7.50
82 10 183 09 049	WALGREEN	TALL	280.00	70.00	350.00
82 10 183 09 049	WALGREEN	P101	33.60	8.40	42.00
82 10 183 09 051	BAISA LLC	FALSE	330.00	82.50	412.50
82 10 183 09 051	BAISA LLC	P101	24.20	6.05	30.25
82 10 183 12 009	MANSOOB, YOUSIF	TALL	215.00	53.75	268.75
82 10 183 12 009	MANSOOB, YOUSIF	P101	2.15	0.54	2.69
82 10 183 16 001	MICHIGAN GREENFIELD LAND CO LLC	FALSE	110.00	27.50	137.50
82 10 183 16 001	MICHIGAN GREENFIELD LAND CO LLC	P101	1.10	0.28	1.38
82 10 183 20 024	BERRO, HASSAN M & HUSSEIN M	RBINS	120.00	30.00	150.00
82 10 183 20 024	BERRO, HASSAN M & HUSSEIN M	P101	4.80	1.20	6.00
82 10 184 05 014	NAZZAL, SAM	LITTER	280.00	70.00	350.00
82 10 184 05 014	NAZZAL, SAM	P101	28.00	7.00	35.00
82 10 184 05 036	MOHAMED, HEZAM A. - INSTAR N.	RBINS	60.00	15.00	75.00
82 10 184 05 036	MOHAMED, HEZAM A. - INSTAR N.	P101	2.40	0.60	3.00
82 10 184 08 021	ALMADRAHI, SHUGAA & BASAM	RBINS	60.00	15.00	75.00
82 10 184 08 021	ALMADRAHI, SHUGAA & BASAM	P101	6.00	1.50	7.50
82 10 184 10 003	SALEH, LEILA	RBINS	60.00	15.00	75.00
82 10 184 10 003	SALEH, LEILA	P101	7.20	1.80	9.00
82 10 184 13 034	SALEH, SALIM	RBINS	60.00	15.00	75.00
82 10 184 13 034	SALEH, SALIM	P101	7.20	1.80	9.00

Live Run

Cust ID	Customer Name	Item Code	Balance	Additional	Tot Transferred
82 10 191 02 008	VEGA, VALERIA BETZABE	RBINS	60.00	15.00	75.00
82 10 191 02 008	VEGA, VALERIA BETZABE	P101	1.20	0.30	1.50
82 10 191 02 024	MANSOUR, HUSSEIN	FALSE2	110.00	27.50	137.50
82 10 191 02 024	MANSOUR, HUSSEIN	P101	8.80	2.20	11.00
82 10 191 03 018	TYCHE GROUP	ORD	175.00	43.75	218.75
82 10 191 03 018	TYCHE GROUP	P101	7.00	1.75	8.75
82 10 191 07 071	DARA, MARTY	RBINS	60.00	15.00	75.00
82 10 191 07 071	DARA, MARTY	P101	1.20	0.30	1.50
82 10 191 08 012	ABDO, MONEER	RBINS	120.00	30.00	150.00
82 10 191 08 012	ABDO, MONEER	P101	8.40	2.10	10.50
82 10 193 05 001	SPRING WELL PLAZA	TALL	280.00	70.00	350.00
82 10 193 05 001	SPRING WELL PLAZA	P101	53.20	13.30	66.50
82 10 193 05 001	SPRING WELL PLAZA	LITTER	280.00	70.00	350.00
82 10 194 02 015	GLOBAL DEARBORN 1 LLC	FALSE	100.00	25.00	125.00
82 10 211 11 001	SALIM, SALIM	RBINS	120.00	30.00	150.00
82 10 211 11 001	SALIM, SALIM	P101	8.40	2.10	10.50
82 10 211 11 059	NASSER, SHARIF S - AHMED	TALL	280.00	70.00	350.00
82 10 211 11 059	NASSER, SHARIF S - AHMED	P101	14.00	3.50	17.50
82 10 213 02 022	MOHAMED, MOHAMED SALEH	TALL	1225.00	306.25	1531.25
82 10 213 02 022	MOHAMED, MOHAMED SALEH	P101	47.95	11.99	59.94
82 10 213 06 022	AMERICAN MOSLEM SOCIETY	FALSE2	330.00	82.50	412.50
82 10 213 06 022	AMERICAN MOSLEM SOCIETY	P101	8.80	2.20	11.00
82 10 213 22 001	MOHAMED, MOHSEN	FALSE	110.00	27.50	137.50

		202515	SEWER 5 PART				
Parcel #	Code	Principal	Interest	Penalty	25% Trf Fee	Amt To Tax	
82 09 263 14 006	202515	327.20	22.90	17.50	91.90	459.50	
82 09 283 18 019	202515	623.80	43.67	33.35	175.21	876.03	
Totals:		951.00	66.57	50.85	267.11	1,335.53	

		212512	SEWER 5 PART				
Parcel #	Code	Principal	Interest	Penalty	25% Trf Fee	Amt To Tax	
82 10 191 07 045	212512	726.00	101.64	74.52	225.54	1,127.70	
Totals:		726.00	101.64	74.52	225.54	1,127.70	

		212514	SEWER 5 PART				
Parcel #	Code	Principal	Interest	Penalty	25% Trf Fee	Amt To Tax	
82 09 263 03 011	212514	636.80	89.15	58.08	196.01	980.04	
Totals:		636.80	89.15	58.08	196.01	980.04	

		212515	APRON 5 PART				
Parcel #	Code	Principal	Interest	Penalty	25% Trf Fee	Amt To Tax	
82 10 183 16 030	212515	91.97	12.88	8.40	28.31	141.56	
Totals:		91.97	12.88	8.40	28.31	141.56	

		222503	SEWER 5 PART				
Parcel #	Code	Principal	Interest	Penalty	25% Trf Fee	Amt To Tax	
82 10 053 01 016	222503	660.00	138.60	79.90	219.63	1,098.13	
Totals:		660.00	138.60	79.90	219.63	1,098.13	

		232501	SEWER 5 PART				
Parcel #	Code	Principal	Interest	Penalty	25% Trf Fee	Amt To Tax	
82 10 183 12 036	232501	202.29	56.64	28.49	71.86	359.28	
Totals:		202.29	56.64	28.49	71.86	359.28	

		242501	SEWER 5 PART				
Parcel #	Code	Principal	Interest	Penalty	25% Trf Fee	Amt To Tax	
82 09 273 15 010	242501	500.00	0.00	30.00	132.50	662.50	
82 10 171 16 011	242501	3,300.00	0.00	363.00	915.75	4,578.75	
Totals:		3,800.00	0.00	393.00	1,048.25	5,241.25	

		242502	SEWER 5 PART				
Parcel #	Code	Principal	Interest	Penalty	25% Trf Fee	Amt To Tax	
82 09 164 05 015	242502	2,051.00	0.00	205.10	564.03	2,820.13	
Totals:		2,051.00	0.00	205.10	564.03	2,820.13	

		242504	SEWER 5 PART				
Parcel #	Code	Principal	Interest	Penalty	25% Trf Fee	Amt To Tax	
82 09 283 18 008	242504	1,025.00	0.00	82.00	276.75	1,383.75	
Totals:		1,025.00	0.00	82.00	276.75	1,383.75	

04/16/2025

**Current Delinquent Amounts Plus 25%**

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		242505	APRON/WALK 5 PART				
Parcel #	Code	Principal	Interest	Penalty	25% Trf Fee	Amt To Tax	
82 09 253 01 010	242505	411.00	0.00	0.00	102.75	513.75	
82 09 253 05 002	242505	1,205.60	0.00	84.42	322.51	1,612.53	
82 10 173 07 003	242505	1,892.02	0.00	132.44	506.12	2,530.58	
<b>Totals:</b>		<b>3,508.62</b>	<b>0.00</b>	<b>216.86</b>	<b>931.37</b>	<b>4,656.85</b>	

		242506	SEWER 5 PART				
Parcel #	Code	Principal	Interest	Penalty	25% Trf Fee	Amt To Tax	
82 10 081 15 013	242506	2,051.00	0.00	143.57	548.64	2,743.21	
Totals:		2,051.00	0.00	143.57	548.64	2,743.21	

		242508	SEWER 5 PART				
Parcel #	Code	Principal	Interest	Penalty	25% Trf Fee	Amt To Tax	
82 09 134 14 009	242508	3,300.00	0.00	198.00	874.50	4,372.50	
82 10 064 16 044	242508	2,051.00	0.00	123.06	543.52	2,717.58	
Totals:		5,351.00	0.00	321.06	1,418.02	7,090.08	

		242510	SEWER 5 PART				
Parcel #	Code	Principal	Interest	Penalty	25% Trf Fee	Amt To Tax	
82 10 071 17 012	242510	2,051.00	0.00	61.53	528.13	2,640.66	
Totals:		2,051.00	0.00	61.53	528.13	2,640.66	

		242511	SEWER 5 PART				
Parcel #	Code	Principal	Interest	Penalty	25% Trf Fee	Amt To Tax	
82 10 081 30 010	242511	2,884.00	0.00	28.84	728.21	3,641.05	
Totals:		2,884.00	0.00	28.84	728.21	3,641.05	

04/16/2025

Current Delinquent Amounts Plus 25%

Grand Total All Districts

	Principal	Interest	Penalty	25% Trf Fee	Amt To Tax
Totals:	25,989.68	465.48	1,752.20	7,051.84	35,259.20

Approved by Council Resolution # \_\_\_\_\_



## EXECUTIVE SUMMARY AND MEMORANDUM

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### REQUEST:

The City of Melvindale is seeking City Council approval of a fireworks show on June 08, 2025 at approximately 10:00 p.m. The display will be launched from the Dearborn Sewerage yard located at 2701 Greenfield. Also requesting temporary waiver of the noise ordinance and that the Council gives the Fire Chief authority to set rain dates as needed.

### DEPARTMENT:

Fire Department

### BRIEF DESCRIPTION:

The City of Melvindale will be hosting its annual Melvindale Days the weekend of June 07, 2025 with a firework display the evening of June 08, 2025. The City of Melvindale is once again to utilize 2701 Greenfield as the launch site (Dearborn property). Firework launch will be inspected by the Fire Marshal and will be in compliance with NFPA 1126 under the supervision of a licensed pyrotechnic operator. The Fire Department is also requesting a temporary waiver of the noise ordinance and authority of the Fire Chief to set rain dates as needed.

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### PRIOR COUNCIL ACTION:

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

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### BACKGROUND

The City of Melvindale is planning to host its annual Melvindale Days fireworks display on Sunday, June 08, 2025 at approximately 10:00 p.m. This event has been held successfully in years past and has previously received City Council approval. The Fire Marshal Bureau has reviewed and approved plans. As in years past the fireworks will be launched off Dearborn property at 2701 Greenfield.

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### FISCAL IMPACT:

None.

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### COMMUNITY IMPACT:

Recreational activity for the community.

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### IMPLEMENTATION TIMELINE:

Event planned for June 08, 2025, at approximately 10:00 p.m. Requesting that the Fire Chief is given authority to set rain dates as required.



## EXECUTIVE SUMMARY AND MEMORANDUM

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### COMPLIANCE/PERFORMANCE METRICS:

Proof of liability insurance provided. Comply with NFPA 1123 and NFPA 1126. All operators licensed.

Proof of liability insurance provided. Display will comply with NFPA 1123 and NFPA 1126. All operators will be licensed.



## EXECUTIVE SUMMARY AND MEMORANDUM

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**TO:** City Council

**FROM:** Fire Chief Joseph Murray

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Request to Utilize 2701 for Melvindale Days Fireworks Display

**DATE** May 8th, 2025

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### Budget Information

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

### Summary of Request

The City of Melvindale is seeking City Council approval of a fireworks show on June 08, 2025 at approximately 10:00 p.m. The City of Melvindale and the Dearborn Fire Department are requesting permission to utilize 2701 Greenfield (Sewerage Yard) as the launch site as in years past. Also requesting temporary waiver of the noise ordinance and that the Council grant authority to the Fire Chief to to set rain dates as needed.

### Background and Justification

The City of Melvindale is planning to host its annual Melvindale Days fireworks display on Sunday, June 08, 2025 at approximately 10:00 p.m. This event has been held successfully in years past with the fireworks launched from 2701 Greenfield and has previously received City Council approval.

### Signature Page

DocuSigned by:  
  
 03FD550B1D2F4D0...  
 Joseph Murray  
 Fire Chief

DocuSigned by:  
  
 E7A573BA25E3460...  
 Jeremy Romer  
 Corporation Counsel



4/9/25

To Whom It May Concern:

When shooting the Melvindale Fireworks in the City of Dearborn in 2025 all requirements of NFPA 1123 and the current International Fire Code will be followed at all times.

A handwritten signature in black ink, appearing to read "Al Streu".

Al Streu,  
Vice President  
Wolverine Fireworks Display, Inc.



To whom it may concern,

The crew for Melvindale's Firework display on 6/8/25 will be shot by the same crew that has done it in the past **SEVERAL** years. This crew is led by Paul Kiste, Kevin Packard, and Jeremy Linebaugh. They have all been cleared on our ATF License previously. This past year our ATF License was renewed.

Paul and his crew have submitted EPQ's to the ATF to become "cleared" again on our new license. Unfortunately, we have not received the new clearance list with their names on it yet. We cannot control how fast they give us an updated clearance list. Sometimes they are updated in weeks or months. Anyone who works for us is legally allowed to shoot for us under our license as long as the EPQ has been submitted to the ATF and is either pending or cleared.

Nothing has changed for this crew. They remain with having no accidents on any of their displays. No criminal history to be reported to the ATF etc.

If you have any questions or need anything else from me or our office on the background of the crew members for the Melvindale display. Please contact me (Rachel Lambert) at the office.

Thank you,

A handwritten signature in black ink that reads "Rachel Lambert". The signature is written in a cursive style with a large, flowing "R" and a long, sweeping underline.

Rachel Lambert

# Application for Fireworks Other Than Consumer or Low Impact

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

DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 256  
Compliance: Voluntary  
Penalty: Permit will not be issued

The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

## TYPE OF PERMIT(S) (Select all applicable boxes)

- ☐ Agricultural or Wildlife Fireworks ☐ Articles Pyrotechnic ☒ Display Fireworks
- ☒ Public Display ☐ Private Display
- ☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT <b>Wolverine Fireworks Display, Inc.</b>		ADDRESS OF APPLICANT <b>205 W. Seldlers Rd., Kawkawlin, MI 48834</b>	AGE (18 YEARS OR OLDER) OF APPLICANT <b>N/A</b>
NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER <b>Rachel Lambert</b>		ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER <b>Same</b>	
IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)		ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	TELEPHONE NUMBER <b>989-862-0121</b>
NAME OF PYROTECHNIC OPERATOR <b>Paul Kiste</b>		ADDRESS OF PYROTECHNIC OPERATOR <b>2140 S. State Rd., Ionia, MI 48846</b>	AGE (18 YEARS OR OLDER) OF PYROTECHNIC OPERATOR <b>18+</b>
NO. YEARS EXPERIENCE <b>15+</b>	NO. DISPLAYS <b>30+</b>	WHERE <b>Throughout MI</b>	
NAME OF ASSISTANT <b>Kevin Packard</b>		ADDRESS OF ASSISTANT <b>10360 14 Mile Rd., Rockford, MI 49341</b>	AGE OF ASSISTANT (18 YEARS OR OLDER) <b>18+</b>
NAME OF OTHER ASSISTANT <b>Jeremy Linebaugh</b>		ADDRESS OF OTHER ASSISTANT <b>419 W. Center St., Belding, MI 48809</b>	AGE OF OTHER ASSISTANT (18 YEARS OR OLDER) <b>18+</b>
EXACT LOCATION OF PROPOSED DISPLAY <b>Behind water treatment plant, 2661 Greenfield Rd., Dearborn, MI</b>			
DATE OF PROPOSED DISPLAY <b>June 8, 2025 RD June 9, 2025</b>		TIME OF PROPOSED DISPLAY <b>Dusk</b>	
MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT. <b>No storage necessary. Fireworks will arrive day of display.</b>			
AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT) <b>\$10,000,000</b>		NAME OF BONDING CORPORATION OR INSURANCE COMPANY <b>The Partners Group Ltd.</b>	
ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY <b>11225 SE 6th St Suite 110, Bellevue, WA 98004</b>			
NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)		
<b>240</b>	<b>2.5", 1.3G Fireworks, UN-0335, PGII</b>		
<b>420</b>	<b>3", 1.3G Fireworks, UN-0335, PGII</b>		
<b>138</b>	<b>4", 1.3G Fireworks, UN-0335, PGII</b>		
<b>78</b>	<b>5", 1.3G Fireworks, UN-0335, PGII</b>		
SIGNATURE OF APPLICANT <b>Rachel Lambert</b>		DATE <b>April 9, 2025</b>	

# Safety Data Sheet

acc. to OSHA HCS (29 CFR 1910.1200)

Printing date: 01/06/2017

Revision: 01/06/2017

## 1 Identification

### Product Identifier

- **Trade name:**  
Fireworks, Display
- **Product code:**  
Fireworks, 1.3G UN0335
- **Recommended use and restriction on use**
- **Recommended use:** Explosive product for professional use for entertainment and technical purposes
- **Restrictions on use:** Contact manufacturer/supplier
- **Details of the supplier of the Safety Data Sheet**
- **Manufacturer/Supplier:**  
Wolverine Fireworks Display, Inc.  
205 W. Sedlers rd.  
Kawkawlin, MI 48631  
Phone #: (989) 862-0121
- **Emergency telephone number:**  
ChemTel Inc.  
(800)255-3924, +1 (813)248-0585

## 2 Hazard(s) Identification

- **Classification of the substance or mixture**  
Expl. 1.3 H203 Explosive; fire, blast or projection hazard.
- **Label elements**
- **GHS label elements**  
The product is classified and labeled according to the Globally Harmonized System (GHS).
- **Hazard pictograms:**



GHS01

- **Signal word:** Danger
- **Hazard statements:**  
H203 Explosive; fire, blast or projection hazard.
- **Precautionary statements:**

P210	Keep away from heat/sparks/open flames/hot surfaces. No smoking.
P250	Do not subject to grinding/shock/friction.
P280	Wear protective gloves/protective clothing/eye protection/face protection.
P373	DO NOT fight fire when fire reaches explosives.
P370+P380	In case of fire: Evacuate area.
P372	Explosion risk in case of fire.

(Cont'd. on page 2)

# Safety Data Sheet

acc. to OSHA HCS (29 CFR 1910.1200)

Printing date: 01/06/2017

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**Trade name:** Fireworks, Display

P401 Store in accordance with local/regional/national/International regulations. (Cont'd. of page 1)  
 P501 Dispose of contents/container in accordance with local/regional/national/International regulations.

- **Other hazards** There are no other hazards not otherwise classified that have been identified.  
 • **Explosive Product Notice**

**PREVENTION OF ACCIDENTS IN THE USE OF EXPLOSIVES** - The prevention of accidents in the use of explosives is a result of careful planning and observance of the best known practices. The explosives user must remember that he is dealing with a powerful force and that various devices and methods have been developed to assist him in directing this force. He should realize that this force, if misdirected, may either kill or injure both him and his fellow workers.

**WARNING** - All explosives are dangerous and must be carefully handled and used following approved safety procedures either by or under the direction of competent, experienced persons in accordance with all applicable federal, state, and local laws, regulations, or ordinances. If you have any questions or doubts as to how to use any explosive product, **DO NOT USE IT** before consulting with your supervisor, or the manufacturer, if you do not have a supervisor. If your supervisor has any questions or doubts, he should consult the manufacturer before use.

## 3 Composition/Information on Ingredients

- **Chemical characterization:** Mixtures
- **Components:**  
Components for product possessing only physical hazards do not require reporting. These components are considered proprietary.

## 4 First-aid measures

- **Description of first aid measures**
- **General Information:**  
Information is only applicable to product contents, and not to product as normally supplied. This information is applicable to damaged, leaking, or spilled product as contact with contents is possible under these conditions.
- **After Inhalation:** Supply fresh air; consult doctor in case of complaints.
- **After skin contact:**  
Wash with soap and water.  
In case of minor burns, flush with cool water.  
If skin irritation is experienced, consult a doctor.
- **After eye contact:**  
Remove contact lenses if worn.  
Rinse opened eye for several minutes under running water. If symptoms persist, consult a doctor.
- **After swallowing:**  
Unlikely route of exposure.  
Do not induce vomiting; immediately call for medical help.

(Cont'd. on page 3)

## Safety Data Sheet

acc. to OSHA HCS (29 CFR 1910.1200)

Printing date: 01/06/2017

Revision: 01/06/2017

Trade name: Fireworks, Display

(Cont'd. of page 2)

- **Most important symptoms and effects, both acute and delayed:**  
Blast injury if mishandled.  
Thermal burns, if mishandled.
- **Danger:** Danger of blast or crush-type injuries.
- **Indication of any immediate medical attention and special treatment needed:**  
Product may produce physical injury if mishandled. Treatment of these injuries should be based on the clinical presentation.

### 5 Fire-fighting measures

- **Extinguishing media**
- **Suitable extinguishing agents:**  
DO NOT fight fire when fire reaches explosives.  
Flood area with water. If no water is available, carbon dioxide, dry chemical or earth may be used. If the fire reaches the cargo, withdraw and let fire burn.
- **For safety reasons unsuitable extinguishing agents:** None.
- **Special hazards arising from the substance or mixture**  
Explosive; fire, blast or projection hazard.  
During heating or in case of fire poisonous gases are produced.
- **Advice for firefighters**
- **Protective equipment:**  
Wear self-contained respiratory protective device.  
Wear fully protective suit.
- **Additional information:**  
Eliminate all ignition sources if safe to do so.  
In case of fire: Evacuate area. Fight fire remotely due to the risk of explosion.  
Cool endangered receptacles with water spray.  
Flammability Classification: (defined by 29 CFR 1910.1200) Explosive. Can explode under fire conditions. Individual devices will randomly explode. Mass explosion of multiple devices is possible under certain conditions. Burning material may produce toxic and irritating vapors. In unusual cases, shrapnel may be thrown from exploding devices under containment. See 2012 Emergency response Guidebook for further information.

### 6 Accidental release measures

- **Personal precautions, protective equipment and emergency procedures**  
Wear protective equipment. Keep unprotected persons away.  
Remove persons from danger area.  
Ensure adequate ventilation.  
Isolate area and prevent access.
- **Environmental precautions**  
Do not allow undiluted product or large quantities of it to reach ground water, water course or sewage system.
- **Methods and material for containment and cleaning up**  
Pick up mechanically.

(Cont'd. on page 4)

# **Safety Data Sheet** acc. to OSHA HCS (29 CFR 1910.1200)

Printing date: 01/06/2017

Revision: 01/06/2017

**Trade name:** Fireworks, Display

Send for recovery or disposal in suitable receptacles.

(Cont'd. of page 3)

**Reference to other sections**

See Section 7 for information on safe handling.

See Section 8 for information on personal protection equipment.

See Section 13 for disposal information.

## **7 Handling and storage**

**Handling**

**Precautions for safe handling:**

Handle with care. Avoid jolting, friction and impact.

Restrict the quantity stored at the work place.

Keep out of reach of children.

**Information about protection against explosions and fires:**

In case of fire: Evacuate area.

Explosion risk in case of fire.

Keep away from sparks and open flames. - No smoking.

Emergency cooling must be available in case of nearby fire.

**Conditions for safe storage, including any incompatibilities**

**Storage**

**Requirements to be met by storerooms and receptacles:**

Avoid storage near extreme heat, ignition sources or open flame.

**Information about storage in one common storage facility:**

Store in accordance with local/regional/national/international regulations.

Store away from foodstuffs.

Store away from flammable substances.

**Further information about storage conditions:**

Store in cool, dry conditions in well sealed receptacles.

Store locked up.

**Specific end use(s)** No relevant information available.

## **8 Exposure controls/personal protection**

**Control parameters**

**Components with limit values that require monitoring at the workplace:**

The product does not contain any relevant quantities of materials with critical values that have to be monitored at the workplace.

**Exposure controls**

**Personal protective equipment:**

**General protective and hygienic measures:**

The usual precautionary measures for handling chemicals should be followed.

Keep away from foodstuffs, beverages and feed.

Wash hands before breaks and at the end of work.

**Engineering controls:** Provide adequate ventilation.

(Cont'd. on page 5)

# Safety Data Sheet

acc. to OSHA HCS (29 CFR 1910.1200)

Printing date: 01/06/2017

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Trade name: Fireworks, Display

(Cont'd. of page 4)

- **Breathing equipment:** Not required under normal conditions of use.
- **Protection of hands:** When needed, wear gloves for protection against mechanical hazards.
- **Eye protection:**



Safety glasses

Follow relevant national guidelines concerning the use of protective eyewear.

- **Body protection:** When needed, wear protective clothing for protection against mechanical hazards.
- **Limitation and supervision of exposure into the environment**  
No relevant information available.
- **Risk management measures**  
Organizational measures should be in place for all activities involving this product.

## 9 Physical and chemical properties

### • Information on basic physical and chemical properties

#### • Appearance:

Form:

Outer shell containing powder, granular, or solid materials.

Color:

According to product specification

#### • Odor:

Odorless

#### • Odor threshold:

Not determined.

#### • pH-value:

Not applicable.

#### • Melting point/Melting range:

Not determined.

#### • Boiling point/Boiling range:

Not determined.

#### • Flash point:

Not applicable.

#### • Flammability (solid, gaseous):

Fire or projection hazard.

#### • Auto-ignition temperature:

Not determined.

#### • Decomposition temperature:

Not determined.

#### • Danger of explosion:

Heating may cause an explosion.

#### • Explosion limits

Lower:

Not determined.

Upper:

Not determined.

#### • Vapor pressure:

Not applicable.

#### • Density:

Not determined.

#### • Relative density:

Not determined.

#### • Vapor density:

Not applicable.

#### • Evaporation rate:

Not applicable.

(Cont'd. on page 6)

# Safety Data Sheet

acc. to OSHA HCS (29 CFR 1910.1200)

Printing date: 01/06/2017

Revision: 01/06/2017

Trade name: Fireworks, Display

(Cont'd. of page 5)

- **Solubility in / Miscibility with Water:** Insoluble.
- **Partition coefficient (n-octanol/water):** Not determined.
- **Viscosity**
  - Dynamic: Not applicable.
  - Kinematic: Not applicable.
- **Other information** No relevant information available.

## 10 Stability and reactivity

- **Reactivity:** No relevant information available.
- **Chemical stability:**
- **Thermal decomposition / conditions to be avoided:** Risk of explosion if heated under confinement.
- **Possibility of hazardous reactions**
  - Explosive; fire, blast or projection hazard.
  - Toxic fumes may be released if heated above the decomposition point.
  - Reacts with strong acids and alkali.
- **Conditions to avoid**
  - Excessive heat.
  - Sources of ignition: sparks, open flame, incompatible materials
- **Incompatible materials** Oxidizers, strong bases, strong acids
- **Hazardous decomposition products**
  - Carbon monoxide and carbon dioxide
  - Nitrogen oxides
  - Sulfur oxides (SOx)

## 11 Toxicological information

- **Information on toxicological effects**
- **Acute toxicity:**
  - LD/LC50 values that are relevant for classification: None.
- **Primary irritant effect:**
- **On the skin:**
  - Not a skin irritant in unused form. Vapors/particles from used product are possibly irritating to skin.
- **On the eye:**
  - Not an eye irritant in unused form. Vapors/particles from used product are possibly irritating to eyes.
- **Sensitization:** Based on available data, the classification criteria are not met.
- **Carcinogenic categories**
- **IARC (International Agency for Research on Cancer):**
  - None of the ingredients are listed.

(Cont'd. on page 7)

## Safety Data Sheet

acc. to OSHA HCS (29 CFR 1910.1200)

Printing date: 01/06/2017

Revision: 01/06/2017

Trade name: Fireworks, Display

(Cont'd. of page 6)

- **NTP (National Toxicology Program):**

- None of the ingredients are listed.

- **OSHA-Ca (Occupational Safety & Health Administration):**

- None of the ingredients are listed.

- **Probable route(s) of exposure:**

- Skin contact.

- Eye contact.

- Inhalation.

- **Acute effects (acute toxicity, irritation and corrosivity):**

- Danger of blast or crush-type injuries.

- Risk of thermal burns.

- **Repeated dose toxicity: From product as supplied: None.**

- **CMR effects (carcinogenity, mutagenicity and toxicity for reproduction)**

- **Germ cell mutagenicity:** Based on available data, the classification criteria are not met.

- **Carcinogenicity:** Based on available data, the classification criteria are not met.

- **Reproductive toxicity:** Based on available data, the classification criteria are not met.

- **STOT-single exposure:** Based on available data, the classification criteria are not met.

- **STOT-repeated exposure:** Based on available data, the classification criteria are not met.

- **Aspiration hazard:** Based on available data, the classification criteria are not met.

### 12 Ecological Information

- **Toxicity**

- **Aquatic toxicity** No relevant information available.

- **Persistence and degradability** No relevant information available.

- **Bioaccumulative potential:** May be accumulated in organism

- **Mobility in soil:** No relevant information available.

- **Other adverse effects** No relevant information available.

### 13 Disposal considerations

- **Waste treatment methods**

- **Recommendation:**

- Must not be disposed of together with household garbage. Do not allow product to reach sewage system. Incinerate in accordance with local, state and federal regulations.

- The user of this material has the responsibility to dispose of unused material, residues and containers in compliance with all relevant local, state and federal laws and regulations regarding treatment, storage and disposal for hazardous and nonhazardous wastes. Residual materials should be treated as hazardous.

(Cont'd. on page 8)

# Safety Data Sheet

acc. to OSHA HCS (29 CFR 1910.1200)

Printing date: 01/06/2017

Revision: 01/06/2017

Trade name: Fireworks, Display

- Uncleaned packagings
- Recommendation: Disposal must be made according to official regulations.

(Cont'd. of page 7)

**14 Transport Information**

• UN-Number  
• DOT, ADR, IMDG  
• IATA

UN0335  
FORBIDDEN

• UN proper shipping name  
• DOT, ADR, IMDG  
• IATA

Fireworks  
FORBIDDEN

• Transport hazard class(es)  
• DOT



• Class  
• Label

1.3  
1.3G

• ADR



• Class  
• Label

1.3  
1.3G

• IMDG



• Class  
• Label

1.1  
1.3G

• IATA

• Class

FORBIDDEN

• Packing group

• DOT

II

• Environmental hazards

• Marine pollutant:

No

• Special precautions for user

Not applicable.

(Cont'd. on page 9)

**Safety Data Sheet**  
acc. to OSHA HCS (29 CFR 1910.1200)

Printing date: 01/06/2017

Revision: 01/06/2017

**Trade name:** Fireworks, Display**EMS Number:** F-S,B-X

(Cont'd. of page 8)

**Transport in bulk according to Annex II of MARPOL73/78 and the IBC Code**  
Not applicable.**15 Regulatory Information****Safety, health and environmental regulations/legislation specific for the substance or mixture****United States (USA)****SARA****Section 302 (extremely hazardous substances):**

None of the ingredients are listed.

**Section 304 (emergency release notification):**

None of the ingredients are listed.

**Section 305 (extremely hazardous substances):**

None of the ingredients are listed.

**Section 313 (Specific toxic chemical listings):**

Contact manufacturer.

**TSCA (Toxic Substances Control Act)**

All ingredients are listed.

**Proposition 65 (California)****Chemicals known to cause cancer:**

Contact manufacturer.

**Chemicals known to cause reproductive toxicity for females:**

Contact manufacturer.

**Chemicals known to cause reproductive toxicity for males:**

Contact manufacturer.

**Chemicals known to cause developmental toxicity:**

Contact manufacturer.

**Carcinogenic categories****EPA (Environmental Protection Agency):**

None of the ingredients are listed.

**IARC (International Agency for Research on Cancer):**

Contact manufacturer.

(Cont'd. on page 10)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
04/08/2025

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

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

<b>PRODUCER</b> The Partners Group LLC 1111 Lake Washington Blvd N. Suite 400 Renton WA 98056	<b>CONTACT NAME:</b> Sally Boice <b>PHONE (A/C, No, Ext):</b> (877) 455-5640 <b>FAX (A/C, No):</b> (425) 455-6727 <b>E-MAIL ADDRESS:</b> sboice@tpgrp.com																					
<b>INSURED</b> Wolverine Fireworks Display, Inc. 205 West Seiders Road Keweenaw MI 49831	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td><b>INSURER A:</b> Everest Indemnity Insurance Co</td> <td></td> <td>10851</td> </tr> <tr> <td><b>INSURER B:</b> Everest Denali Insurance Company</td> <td></td> <td>18044</td> </tr> <tr> <td><b>INSURER C:</b> Arch Specialty Insurance Company</td> <td></td> <td>21188</td> </tr> <tr> <td><b>INSURER D:</b></td> <td></td> <td></td> </tr> <tr> <td><b>INSURER E:</b></td> <td></td> <td></td> </tr> <tr> <td><b>INSURER F:</b></td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	<b>INSURER A:</b> Everest Indemnity Insurance Co		10851	<b>INSURER B:</b> Everest Denali Insurance Company		18044	<b>INSURER C:</b> Arch Specialty Insurance Company		21188	<b>INSURER D:</b>			<b>INSURER E:</b>			<b>INSURER F:</b>		
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<b>INSURER F:</b>																						

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y Y	GCI0010148251	02/01/2025	02/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRE AUTOS ONLY		GCD0010082251	02/01/2025	02/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/> CLAIMS-MADE		UXP104606303	02/01/2025	02/01/2026	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in MI) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Excess Liability - Per Occurrence		GCI0010148251	02/01/2025	02/01/2026	Each Occurrence 5,000,000 Aggregate 5,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

RE: Display Date: 06/08/2025, Rain Date 06/08/2025.

The City of Dearborn, Michigan, its elected officials, officers, employees, boards, commissions, authorities, voluntary associations, and any other units operating under the jurisdiction of the City and within appointment of its operating budget including the City of Dearborn are hereby insured per attached forms:

General Liability Enhancement Endorsement ECG 04 704 11 13, Primary and Noncontributory - Other Insurance Condition C-2001

**APPROVED:**  
 DATE: 4/8/25  
 SIGNATURE: [Signature]  
 CORPORATION COUNSEL

**CERTIFICATE HOLDER**

**CANCELLATION**

**SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.**

**AUTHORIZED REPRESENTATIVE**

City of Dearborn  
 16801 Michigan Avenue

Dearborn

MI 48126

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**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**GENERAL LIABILITY ENHANCEMENT ENDORSEMENT**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE FORM**

The following is a summary of the Limits of Insurance and additional coverage provided by this endorsement. For complete details on specific coverage, please refer to policy language in this endorsement and the underlying Commercial General Liability Coverage Form.

Coverage Applicable	Enhancement
Non-Owned Watercraft	Less Than 50 Feet
Supplementary Payments – Bail Bonds	\$1,000
Supplementary Payments – Loss Of Earnings	\$500 per day
Newly Acquired Organizations – Extended Coverage	180 days
Subsidiaries As Insureds	Included
Fire Damage To Premises Rented To You	\$500,000
Notice To Company – Duties In The Event Of Occurrence, Claim Or Suit	Broadened
Unintentional Failure To Disclose Hazards	Broadened
Waiver Of Subrogation	Broadened
Amendment to Bodily Injury Definition	Broadened

**A. Non-Owned Watercraft**

Paragraph g.(2) under Paragraph 2. Exclusions of Section I – Coverage A Bodily Injury And Property Damage Liability is replaced by the following:

- (2) A watercraft you do not own that is:
- (a) Less than 50 feet long; and
  - (b) Not being used to carry persons or property for a charge;

**B. Supplementary Payments – Increased Limits**

Paragraphs 1.b. and 1.d. under Supplementary Payments – Coverages A And B of Section I – Coverages are replaced by the following:

- b. Up to \$1000 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.
- d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to \$500 a day because of time off from work.

**C. Newly Acquired Organizations – Extended Coverage**

Paragraph 3.a. under Section II – Who Is An Insured is replaced by the following:

- a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier;

**D. Subsidiaries As Insureds**

The following is added to Section II – Who Is An Insured:

- 4. Any subsidiary company in which you own a financial interest of more than 50% as of the effective date of this endorsement is included as a Named Insured. However, such organization is not a Named Insured:
  - a. If it is a partnership, joint venture or limited liability company;
  - b. If there is other similar insurance available to it;

**COMMERCIAL GENERAL LIABILITY  
CG 20 01 12 19**

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**PRIMARY AND NONCONTRIBUTORY –  
OTHER INSURANCE CONDITION**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART  
LIQUOR LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART**

The following is added to the Other Insurance Condition and supersedes any provision to the contrary:

**Primary And Noncontributory Insurance**

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

- (1) The additional insured is a Named Insured under such other insurance; and

- (2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

c. If there is other similar insurance that would be available to it, but for the termination of the insurance or the exhaustion of its limits of insurance; or

d. After you cease to own a financial interest of more than 50%.

**E. Fire Damage To Premises Rented To You – Increased Limits**

Paragraph 6. under Section III – Limits of Insurance is replaced by the following:

6. Subject to Paragraph 5. above, the most we will pay under Coverage A for damages because of "property damage" to any one premises while rented to you or temporarily occupied by you with permission of the owner is the greater of:

a. \$500,000; or

b. The Damage To Premises Rented To You Limit shown in the Declarations.

**F. Notice To Company**

The following is added to Condition 2. Duties In The Event Of Occurrence, Offense, Claim Or Suit under Section IV – Commercial General Liability Conditions:

e. Your failure to first notify us of a claim will not invalidate coverage under this policy if the loss was inadvertently reported to another insurer. However, you must report any such "occurrence" to us within a reasonable time once you become aware of such error.

**G. Unintentional Failure To Disclose Hazards**

Condition 6. Representations under Section IV – Commercial General Liability Conditions is replaced by the following:

**6. Representations**

By accepting this policy, you agree:

a. The statements in the Declarations are accurate and complete;

b. Those statements are based upon representations you made to us; and

c. We have issued this policy in reliance upon your representations.

Any unintentional error or omission in the description of, or failure to completely describe, any premises or operations you intend to be covered by this Coverage Part, will not invalidate or affect coverage for those premises or operations. However, you must report any such error or omission to us as soon as reasonably possible after its discovery.

**H. Waiver Of Subrogation**

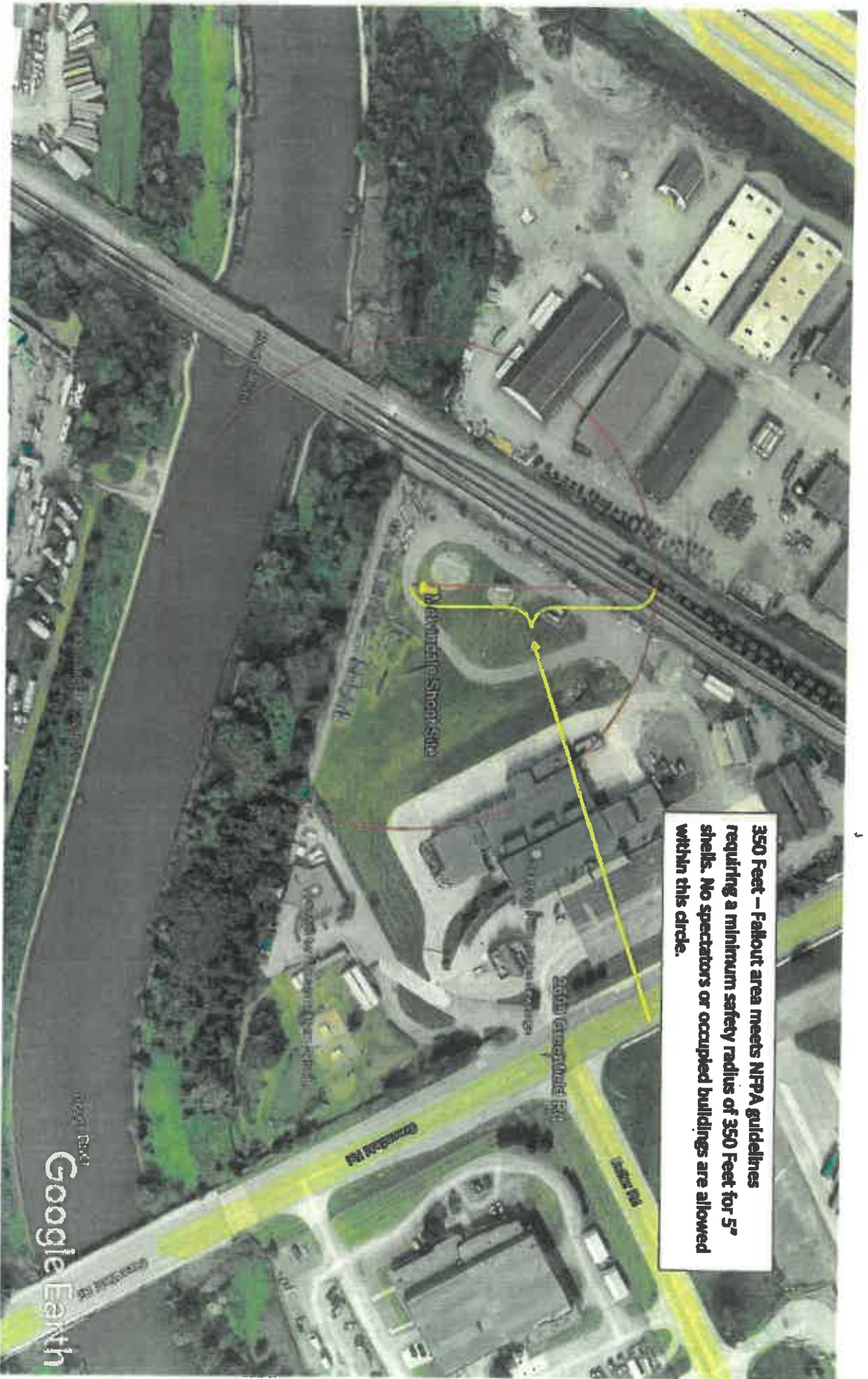
The following is added to Condition 8. Transfer Of Rights Of Recovery Against Others To Us of Section IV – Commercial General Liability Conditions:

We waive any right of recovery we may have against any person or organization because of payments we make for injury or damage arising out of your operations or "your work" done under a written agreement that requires you to waive your rights of recovery. The written agreement must be made prior to the date of the "occurrence".

**I. Amendment to Bodily Injury Definition**

Paragraph 3. Of Section V. – Definitions is replaced by the following:

3. "Bodily Injury" means bodily injury, sickness, mental injury, mental anguish, shock or fright sustained by a person, including death resulting from any of these at any time. However, "bodily injury" does not include injury arising out of the offenses designated in the definition of "personal and advertising injury".



MEETS NPPA 1123

TABLE 5.1.3.1

4/23/2025

04/23/2025



4/9/25

**To Whom It May Concern:**

**Paul Kiste has been either a crew member or the crew leader for the following public fireworks displays throughout the past 5 years:**

- Ellsworth, MI
- Alpena, MI
- Mackinaw City, MI
- Mullett Lake, MI
- Melvindale, MI

**Furthermore, Paul attends our annual Safety Seminar and reviews safety procedures, which are outlined in the NFPA 1123 (code for Firing Fireworks), and safety aspects in the discharging of a pyrotechnic display. He is, in my personal opinion, a safety conscious individual: of which will do spectacular job for your fireworks show.**

**Should you have any questions please do not hesitate to call our office at (989) 662-0121**

**Sincerely,**

A handwritten signature in black ink, appearing to read 'Al Streu'.

**Al Streu,  
Vice President  
Wolverine Fireworks Display, Inc.**



## FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

---

Immediate Effect is Requested

**REQUEST:** Additional Expenditures for Fire Stations 1 – 4 Roof Replacement

**DEPARTMENT:** Fire Department, in conjunction with Purchasing

**BRIEF DESCRIPTION:** Seeking authorization for expenses omitted from the March 28 Council Memo

---

**PRIOR COUNCIL ACTION:** 4-191-24, Approved the contract with Lutz Roofing for Replacement of the roofs on Fire Stations 1 – 4.

---

**BACKGROUND:**

The memo submitted to Council on March 28, 2025, included only the base costs quoted for the replacement of the four roofs, and did not include the costs of the add-on items. **Flashing repair, drain replacement and masonry repair** were excluded from the costs approved on Council Resolution 4-191-25.

The additional cost of \$140,551 does not affect the contractor selection, as the approved contractor's add-on costs were lower than the other bidder.

---

**FISCAL IMPACT:** \$140,551 (\$133,859 base bid + \$6,692 5% contingency)

---

**COMMUNITY IMPACT:** Replacement of the existing roof will greatly reduce repair and maintenance costs, as the new roofs will carry a 30-year warranty; providing protection to the buildings, staff and equipment located at each station.

---

**IMPLEMENTATION TIMELINE:** Construction of the new roofs will begin in summer of 2025, and will take approximately 30 days to complete.

---

**COMPLIANCE/PERFORMANCE METRICS:** Fire Department and DPW staff will oversee the progress and completion of the contracted work.



## **FINANCE** EXECUTIVE SUMMARY AND MEMORANDUM

---

**TO:** City Council  
**FROM:** City Administration  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Additional Expenditures for Fire Stations 1 – 4 Roof Replacement  
**DATE:** May 6, 2025

---

### **Budget Information**

Project: K25025 – Fire SOM LEO Grant  
Total Approved Project Budget: \$5,000,000  
Available Project Budget: \$3,924,557  
Requested Amount: \$140,551 (\$133,859 base bid + \$6,692 5% contingency)  
Funding Source: Facility Fund, Fire, Construction Services, Construction Contractor  
Supplemental Budget: N/A

### **Summary of Request**

The Fire Department currently has a contract for roof replacement of Fire Stations 1 – 4. Purchasing seeks approval for additional expenditures in the amount of \$133,859 that were omitted from the original authorization.

It is respectfully requested that Council authorize the additional expenditures with immediate effect in order to expedite the completion of the project.

### **Background and Justification**

The memo submitted to Council on March 28, 2025, included only the base costs quoted for the replacement of the four roofs, and did not include the costs of the add-on items. **Flashing repair, drain replacement and masonry repair** were excluded from the costs approved on Council Resolution 4-191-25.

The additional cost of \$140,551 does not affect the contractor selection, as the approved contractor's add-on costs were lower than the other responsive bidder. Royal Roofing also submitted bids, but did not quote the entire scope of work, and was not considered for this award.

To ensure the project remains on schedule, we kindly request the council's immediate approval to address these critical items.



## FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

### Procurement Process

Fire Station Roof Replacement Add-on Costs	TOTAL Add-On BID
Lutz Roofing Co	\$133,859
Schena Roofing & Sheet Metal	\$137,609

#### Prepared By:

DocuSigned by:

*Jay Andrews*

3056264E1859403...

Jay Andrews, Sr. Buyer

#### Department Approval:

DocuSigned by:

*Joseph Murray*

63F055091D2F4B5...

Joseph Murray, Fire Department Chief

#### Budget Approval:

DocuSigned by:

*Michael Kennedy*

CF7761B01A71447E

Initial

CS

Michael Kennedy, Finance Director/Treasurer

#### Corporation Counsel Approval:

DocuSigned by:

*Jeremy Romer*

EFAC750A25E546C...

Jeremy J. Romer, Corporation Counsel





## LAW

## EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** Amend Sec. 4-23 of the Code of Ordinances, commonly referred to as the “Dog Licensing Ordinance”, to add a duration requirement for rabies vaccinations.

---

**DEPARTMENT:** Law and Clerk

---

**BRIEF DESCRIPTION:** The proposed amendments make the following changes:

1. Require the owner of a dog licensed under the ordinance to keep their licensed dog(s) vaccinated against rabies for the duration of the license. This is consistent with the same requirement under Michigan law, Act 339 of 1919, MCL 287.266(8);
2. Add reference titles to make it easier to locate certain regulations within the ordinance; and
3. Add reference to the Michigan law that gives the City authority to require that dogs be licensed, Act 339 of 1919.

---

**PRIOR COUNCIL ACTION:** Sec. 4-23 was previously amended in September/October 2024 to create two new types of dog licenses, allow the animal shelter to accept applications for dog licenses, and change the license expiration date.

---

**BACKGROUND:** The proposed durational vaccine requirement mirrors state law and is being added to clarify that it is the owner’s responsibility to ensure that their licensed dog is vaccinated for the entire period of their license, including the recently added 3-year and “automatic renewal” licenses, which may require additional vaccination during the license period.

---

**FISCAL IMPACT:** N/A

---

**COMMUNITY IMPACT:** Will provide clearer vaccination guidance for dog owners.

---

**IMPLEMENTATION TIMELINE:** This is an ordinance amendment and takes two readings to be adopted.

---

**COMPLIANCE/PERFORMANCE METRICS:** N/A



**LAW**

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**TO:** City Council

**FROM:** Corporation Counsel and Clerk

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Amending the City's Dog Licensing Ordinance, Sec. 4-23, to add a durational requirement for rabies vaccinations

**DATE:** April 29, 2025

---

Under Michigan Law, Act 339 of 1919, the owner of a licensed dog is required to keep their dog vaccinated for the duration of the license. The proposed amendment adds this requirement to the City's dog license ordinance to make it clear that this requirement also applies locally, and to avoid any potential confusion about expiring rabies vaccinations and the 3-year and "automatic renewal" license options now offered to residents.

Respectfully submitted,

DocuSigned by:

*Bradley Mendelsohn*

4FEFF229CD984BA...

BRADLEY J. MENDELSON  
DEPUTY CORPORATION COUNSEL

### APPROVAL/CONCURRENCE:

DocuSigned by:

*Jeremy Romer*

E7A573BA25E3460...

JEREMY J. ROMER  
CORPORATION COUNSEL

Signed by:

*George Darany*

A905BB7BAC464DC...

GEORGE DARANY  
CITY CLERK

**ORDINANCE NO. 25-\_\_\_\_\_**

**AN ORDINANCE TO AMEND SECTION  
4-23 OF CHAPTER 4 OF THE CODE OF  
THE CITY OF DEARBORN, ENTITLED  
“LICENSE REQUIRED; NUMBER OF  
DOGS ALLOWED.”**

**THE CITY OF DEARBORN ORDAINS TO:**

**Amend Chapter 4 of the Code of the City of Dearborn by amending Sec. 4-23 to read as follows:**

**Sec. 4-23. - License required; number of dogs allowed.**

- a) *License required.* It shall be unlawful for any person to own, possess, keep or harbor a dog six (6) months old and over within the limits of the city without first having obtained a license therefor from the city clerk, and without first fully complying with all the provisions of this article and any and all rules and regulations promulgated and established by the health officer of the city relative to the keeping or harboring of dogs; provided, however, that all persons moving into, with the intention of permanently establishing their residence within, the corporate limits of the city and owning, keeping, harboring or possessing any dog or dogs six (6) months old and over shall apply forthwith to the city clerk for a dog license if the animal has not been licensed for the current year elsewhere in the state. If such animal has been thus licensed, such owner shall register such animal with the city clerk.
- b) *Application.* The application for a license under this article shall be made with the city clerk unless otherwise indicated, and shall be accompanied with proof that the dog has been vaccinated against rabies by a valid certificate of vaccination for rabies signed by an accredited and licensed veterinarian, and payment of a nonrefundable fee identified in section 12-6 based on the type of license and whether the dog is sterilized and microchipped.
  - 1) *License types.* Beginning March 1, 2025, there shall be three (3) types of dog licenses available:
    - a. *Standard license (one (1)-year license).* This license expires annually on March 31 and requires proof of current rabies vaccination that lasts a minimum of one (1) year, signed by an accredited and licensed veterinarian.
    - b. *Three (3)-year license.* This license expires three (3) years after it is issued on March 1 of the third year, and requires proof of current rabies vaccination that lasts a minimum of three (3) years signed by an accredited and licensed veterinarian.

- c. *License with automatic renewal (no additional fee).* This license is only available for dogs that have been sterilized and microchipped. The expiration date of the license shall correlate with subsections (1)a or (1)b above and is subject to the following:
    - i. If proof of current rabies vaccination is not in accordance with either subsection (1)a or (1)b, the license shall be considered expired and void and the owner shall reapply for a new dog license as indicated in this article.
- 2) *Duration of rabies vaccination.* The owner of a dog that is required to be licensed under this ordinance shall keep the dog vaccinated against rabies by an accredited veterinarian for the duration of the license.
- 3) *Application to animal shelter.* The application for a license under this article may also be made with the Friends for Animals of Metro Detroit (aka, "animal shelter") subject to the following:
  - a. Application shall be made on forms approved by the city clerk.
  - b. Application shall be accompanied with proof that the dog has been vaccinated against rabies by a valid certificate of vaccination for rabies signed by an accredited and licensed veterinarian, and payment of a nonrefundable fee identified in section 12-6.
  - c. The city clerk or animal shelter shall provide a copy of the official license and, if applicable, license tag to the applicant subject to the terms and conditions of this article.
- 4) *Fee reduction with proof of sterilization and microchipping.* If the applicant provides proof that their dog has been sterilized or microchipped at the time of application, the reduced nonrefundable fees identified in section 12-6 will be applied.
- 5) *Sterilization or sterilized.* As used in this subsection, the terms "sterilization" or "sterilized" shall mean a dog that is spayed or neutered.
- c) *Number of dogs allowed.* It shall be unlawful for any person to own, possess, shelter, keep, harbor, or maintain more than three (3) dogs that are six (6) months of age or older at or within any one (1) residence, dwelling, or legal property boundary, at any given time.
  - 1) *Exceptions.*
    - a. ~~(4)~~ This provision shall not apply to duly licensed pet shops, kennels [Zoning Ord. sections 1.03 and 7.02(J)], veterinarians, veterinarian hospitals, doggie day cares, and/or boarding facilities.

- b. ~~(2)~~ *Short-term dog fostering*. This provision shall not apply to short-term dog fostering at a residence, dwelling, or legal property boundary under the following conditions:
- i. ~~a.~~ For the purposes of this subsection, “dog fostering” shall mean a situation where a person takes temporary ownership of a dog to provide care and shelter for the dog.
  - ii. ~~b.~~ No more than two (2) dogs may be fostered at any one time, including in residence, dwelling, or legal property boundaries that already have three (3) dogs licensed under this section.
  - iii. ~~c.~~ The length any one dog is fostered may not exceed three (3) months at any particular residence, dwelling, or legal property boundary.
  - iv. ~~d.~~ Under this exception, all dogs at the residence, dwelling, or legal property, including the dogs being fostered, must be licensed under this section at all times.
  - v. ~~e.~~ Contact information of the agency that provided the fostered dog, including a contact name and phone number, shall be kept at the residence, dwelling, or legal property boundary and provided if requested by an enforcement official.
- c. ~~(3)~~ *Short-term dog sitting*. This provision shall not apply to short-term dog sitting under the following conditions:
- i. ~~a.~~ For the purposes of this subsection, “dog sitting” shall mean a situation where a dog is temporarily left at a residence, dwelling, or legal property boundary that is different from that of the dog’s owner or different from the address listed on the dog’s license.
  - ii. ~~b.~~ The period of dog sitting under this exception shall not exceed seven (7) consecutive days.
  - iii. ~~c.~~ Under this exception, no more than five (5) dogs shall be allowed at any one residence, dwelling, or legal property boundary.
  - iv. ~~d.~~ Under this exception, the dog being temporarily placed for dog sitting purposes must be licensed under this section.

d) *Penalty*. A person who violates this section shall be subject to the following penalties:

- 1) First violation shall be a civil infraction punishable by a fine of \$75.00.

- 2) Second violation shall be a civil infraction punishable by a fine of \$100.00.
  - 3) Third and subsequent violations shall be a misdemeanor punishable by up to 93 days in jail, a fine of up to \$500.00, or a combination of both.
- e) *Appeals.* Appeals of any of the regulations of subsection (c) or of any administrative interpretations and decisions from those regulations shall be made to city council as follows:
- 1) *Application for appeal.* An appeal from the regulations of subsection (c) of **this ordinance** shall be made by filing with the council office a written notice of appeal specifying the grounds of the appeal and the relief sought. If an appeal is being made from an administrative interpretation or decision, application shall be made within 20 calendar days after the decision, ruling, interpretation, notice, or order complained of in the same manner. An application for appeal shall be based on a claim of one or more of the following:
    - a. That the true intent of the regulations in subsection (c) have been incorrectly interpreted;
    - b. That the provisions of subsection (c) do not fully apply;
    - c. That the requirements of subsection (c) are adequately satisfied by other means; or
    - d. That the strict application of any requirements of subsection (c) would cause undue hardship;
  - 2) *Scope and procedure of appeal.* The appeal procedure is intended to provide limited relief from the requirements of subsection (c) in cases where strict application of a particular requirement shall create an unnecessary hardship. This procedure is intended to address extraordinary, exceptional, or unique situations that were not caused by an act or omission of the applicant. Relief is not to be granted merely on the basis of inconvenience or financial burden.
  - 3) Other than subsection (c), no other provisions of this section are appealable to Council.
- f) Subsections (c) and (e) shall take effect on April 1, 2024.

**State law reference – Act 339 of 1919**

(Ord. No. 81-64, § 1, 11-4-81; Ord. No. 13-1407, 8-13-13; Ord. No. 22-1724, 2-8-22; Ord. No. 22- 1777, 10-25-22; Ord. No. 23-1795, 8-22-23; Ord. No. 24-1825, passed 10-8-24)



**LAW**

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**REQUEST:** Approval to sell the corner vacant lot at 2105 Home Place (Lot size: 47' x 88') for additional side yard use.

---

**DEPARTMENT:** Law

---

**BRIEF DESCRIPTION:** Emmalee O'Donnell<sup>1</sup> and Andrew Madaleno, owners of the property at 2113 Home Place, have requested to purchase the adjacent vacant lot at 2105 Home Place for \$6,600 for additional side yard use.

---

**PRIOR COUNCIL ACTION:** None.

---

**BACKGROUND:** 2105 Home Place is a 47' x 88' vacant lot and would only be offered to the adjacent property owners as additional side yard. Assessor's Dept. valued the unbuildable lot at \$6,600.

---

### **FISCAL IMPACT:**

- Revenue from sale of property
  - Property will be put back on the tax roll
  - City will no longer be required to maintain the lot
- 

### **COMMUNITY IMPACT:**

- Increase in existing lot size
- 

### **IMPLEMENTATION TIMELINE:**

- Closing within 90 days of City Council approval
- 

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

Law Department. and Economic Development Department will monitor compliance with conditions pertaining to the sale.

---

<sup>1</sup> Emmalee O'Donnell works for the City of Dearborn in the Public Works & Facilities Department.

**TO: City Council**  
**FROM: Corporation Counsel**  
**VIA: Mayor Abdullah H. Hammoud**  
**SUBJECT: Sale of vacant lot at 2105 Home Place (47' x 88') for additional side yard use**  
**DATE: April 24, 2025**

---

**Summary of Request**

Emmalee O'Donnell and Andrew Madaleno are the owners of the house located at 2113 Home Place, a single-family home with a C of O, with a driveway and no garage. They are requesting that the City sell them the corner vacant lot located at 2105 Home Place so that they may combine it with their adjacent lot at 2113 Home Place.

The owner of the property at 2104 Boldt, which is directly behind the City's vacant lot at 2105 Home Place, also expressed interest in purchasing the lot in order to expand his backyard. The Economic Development Department, City Plan Division recommended that the lot be sold to the owner of 2113 Home Place as side yard rather than creating a through lot by selling the lot to the owner of 2104 Boldt. From a development perspective, the sale to 2113 Home Place is preferred as 2113 Home Place is also a challenging lot given how shallow it is.

The City has attempted to sell various Home Place lots on the lot list for new construction over the years, but had little to no interest due to the lots having only 88 ft. in depth. Therefore, since these lots are not desirable as new building sites, the Assessor's Department valued them at \$6,600 each.

The City originally purchased this property, which contained a house, in December 2006 from HUD for \$1.00. The house was demolished in July 2007. As of today's date, the City has incurred costs in the amount of \$8,908 associated with its acquisition and ownership of the property (see attached). In an effort to increase existing lot sizes, the City has offered it to the adjoining owners for lot expansion.

Emmalee O'Donnell and Andrew Madaleno have requested to purchase the vacant lot at 2105 Home Place for \$6,600. They wish to increase their lot size and intend to combine the lot with their existing property for tax and assessment purposes. Their lot size will be approximately 94' wide x 88' deep if this sale is approved.

Therefore, it is recommended that the City be authorized to sell the vacant lot at 2105 Home Place as additional side yard to Emmalee O'Donnell and Andrew Madaleno for \$6,600.

The following conditions are recommended and set forth in the proposed resolution pertaining to this transaction:

1. The lot must be combined with the Purchasers' property and may not be resplit or combined with other land for a resplitting as two buildable lots.
2. The lot may only be sold or developed in combination with the Purchasers' adjacent property.
3. Closing of this transaction must take place within ninety (90) days of the effective date of the Dearborn City Council resolution which authorizes the sale of the property; failure to close within this period shall result in the resolution automatically being rescinded, deposit forfeited, and the sale declared null and void.
4. The Purchasers accept the property "AS IS" and assume all responsibility for soil testing and soil conditions.
5. Lot must be combined with the Purchasers' adjacent land for tax and assessment purposes at the closing. Failure to do so shall result in the resolution automatically being rescinded, deposit forfeited, and the sale declared null and void.

6. Use of this property for construction or expansion of any dwelling shall require the owner to comply with lot coverage and side yard setbacks of the Dearborn Zoning Ordinance.
7. If Purchasers violate any of the restrictions imposed, they are obligated to sell the property back to the City for \$6,600, less 10% and less costs associated with the transfer of property back to the City.

It is the recommendation of Corporation Counsel that the City accepts Emmalee O'Donnell and Andrew Madaleno's offer to purchase the vacant lot located at 2105 Home Place for \$6,600 for use as additional side yard.

Respectfully submitted,

DocuSigned by:

*Rebecca Schultz*

C73061A00EB9490...

REBECCA A. SCHULTZ

Assistant Corporation Counsel

APPROVED:

DocuSigned by:

*Jeremy Romer*

E7A573BA25E3460...

JEREMY J. ROMER

Corporation Counsel

RAS/cm

Attachments

## RESOLUTION

WHEREAS: Emmalee O'Donnell and Andrew Madaleno are the owners of the house located at 2113 Home Place, a single-family home with a C of O, with a driveway and no garage, and

WHEREAS: Emmalee O'Donnell and Andrew Madaleno are requesting that the City sell them the corner vacant lot located at 2105 Home Place so that they may combine it with their adjacent lot at 2113 Home Place, and

WHEREAS: The Assessor's Department valued the lot at \$6,600, and

WHEREAS: It is recommended that City Council approves the sale of 2105 Home Place to Emmalee O'Donnell and Andrew Madaleno for \$6,600 for use as additional side yard, subject to the following conditions:

1. The lot must be combined with the Purchasers' property and may not be resplit or combined with other land for a resplitting as two buildable lots.
2. The lot may only be sold or developed in combination with the Purchasers' adjacent property.
3. Closing of this transaction must take place within ninety (90) days of the effective date of the Dearborn City Council resolution which authorizes the sale of the property; failure to close within this period shall result in the resolution automatically being rescinded, deposit forfeited, and the sale declared null and void.
4. The Purchasers accept the property "AS IS" and assume all responsibility for soil testing and soil conditions.
5. Lot must be combined with the Purchasers' adjacent land for tax and assessment purposes at the closing. Failure to do so shall result in the resolution automatically being rescinded, deposit forfeited, and the sale declared null and void.
6. Use of this property for construction or expansion of any dwelling shall require the owner to comply with lot coverage and side yard setbacks of the Dearborn Zoning Ordinance.
7. If Purchasers violate any of the restrictions imposed, they are obligated to sell the property back to the City for \$6,600, less 10% and less costs associated with the transfer of property back to the City.

and

WHEREAS: The City has no further need for said land and this Council believes that said offer is a fair and reasonable price for said land and it is in the best interest of the City to accept said offer; therefore be it

RESOLVED: That this Council does hereby authorize the sale at a price of \$6,600 to Emmalee O'Donnell and Andrew Madaleno of the parcel described as:

Lot 120, Cunnin Homes Sub., City of Dearborn, Wayne County, Michigan, as recorded in Liber 59, Page 47 of Plats, Wayne County Records.

Tax I.D. 82-09-292-06-001

Commonly known as vacant lot at 2105 Home Place

and the Mayor is hereby authorized to execute a Quit Claim Deed for said land to Emmalee O'Donnell and Andrew Madaleno upon delivery to the City of the above purchase price and full compliance with the conditions outlined above, subject to adjustments, if any, as shown on the Closing Statement, prepared by Corporation Counsel and based upon Emmalee O'Donnell and Andrew Madaleno closing within ninety (90) days of the effective date of this resolution; be it further

RESOLVED: That the sale is contingent upon the following conditions being satisfied:

1. The lot must be combined with the Purchasers' property and may not be resplit or combined with other land for a resplitting as two buildable lots.
2. The lot may only be sold or developed in combination with the Purchasers' adjacent property.
3. Closing of this transaction must take place within ninety (90) days of the effective date of the Dearborn City Council resolution which authorizes the sale of the property; failure to close within this period shall result in the resolution automatically being rescinded, deposit forfeited, and the sale declared null and void.
4. The Purchasers accept the property "AS IS" and assume all responsibility for soil testing and soil conditions.
5. Lot must be combined with the Purchasers' adjacent land for tax and assessment purposes at the closing. Failure to do so shall result in the resolution automatically being rescinded, deposit forfeited, and the sale declared null and void.
6. Use of this property for construction or expansion of any dwelling shall require the owner to comply with lot coverage and side yard setbacks of the Dearborn Zoning Ordinance.
7. If Purchasers violate any of the restrictions imposed, they are obligated to sell the property back to the City for \$6,600, less 10% and less costs associated with the transfer of property back to the City.

be it further;

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

RESOLVED: That the sale of 2105 Home Place as side yard serves a public purpose by promoting expansion of lots to improve the neighborhoods.

REQUEST FOR COSTS PAID ON CITY - OWNED LAND

Address2105 Home Place

Fixed Asset ID#

Sale will take place in month of:May-25

Project Acquired underC03000

Record sale proceeds in:401-6100-392.1000

C05500

Prepared by:Corey Jarocki

as of:4/15/2025

Current Outstanding Charges

Water	-
MR (list)	
	-
Total Current Charges	-

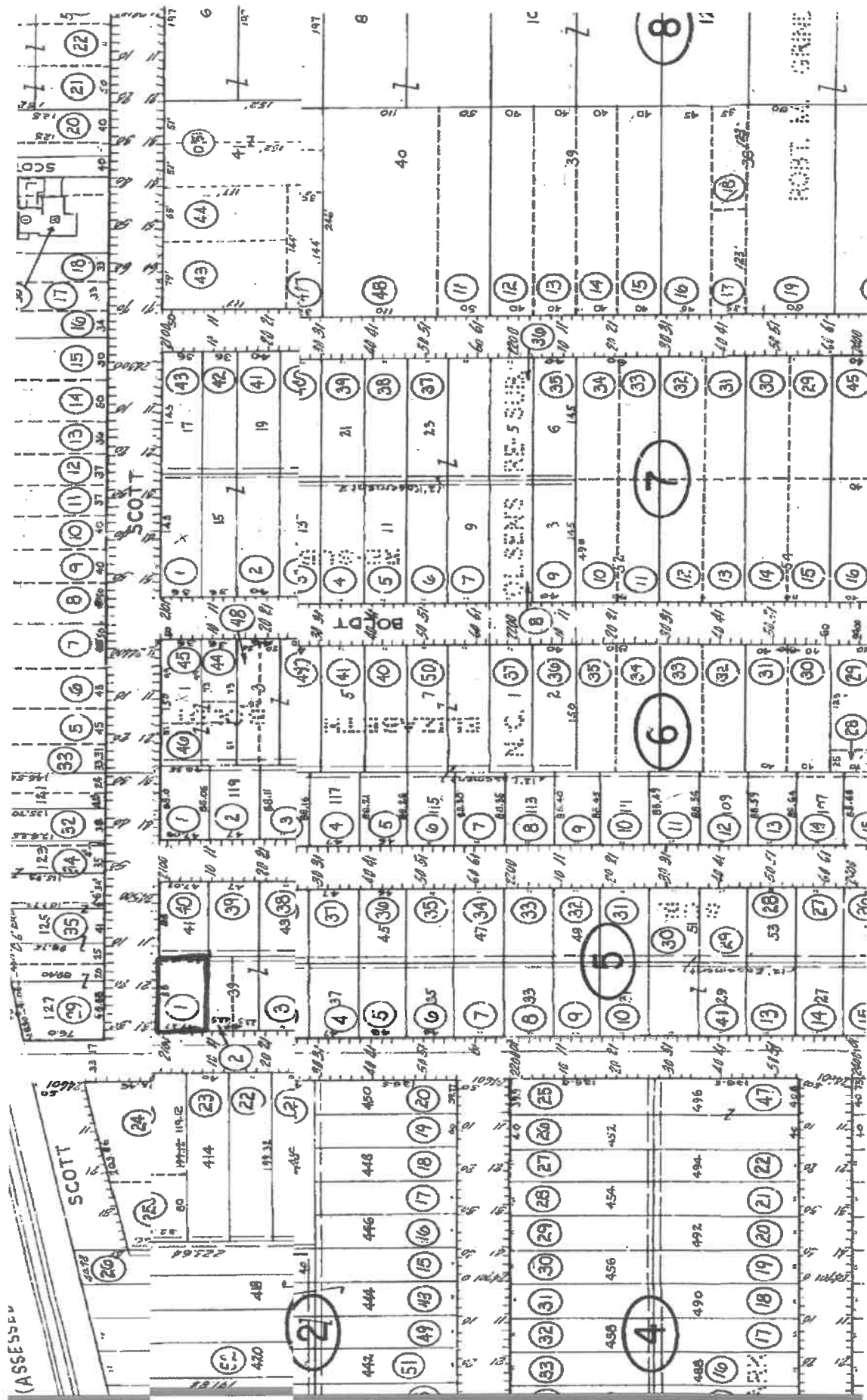
Total Taxes

Water Paid	372.36
Other (list)	
Demolition	6,200.00
Board-up	
Appraisal	
Grass cutting	
Gas shut-off	150.00
Lot Survey	700.00
Total Other	7,050.00
Total Paid to Date	\$8,908

Gain/(Loss) on Disposal of Property

Proposed Sales Price	\$6,600.00
Total Basis	\$8,908
Total Current Charges	-
Gain/(Loss)	(\$2,307.73)

2105 HOME PLACE





## EXECUTIVE SUMMARY AND MEMORANDUM

---

**REQUEST:** Approval to sell vacant lot at 3236 Monroe (Lot size: 40' x 128') for construction of a new home.

### Immediate Effect

---

**DEPARTMENT:** Law

---

**BRIEF DESCRIPTION:** Ali Salim has requested to purchase the vacant lot at 3236 Monroe for \$9,750 for construction of a new home.

---

**PRIOR COUNCIL ACTION:** C.R. 8-370-21 approved the sale of the vacant lot at 3236 Monroe to Ali Salim for \$9,750 for construction of a new home.

---

**BACKGROUND:** C.R. 8-370-21 approved the sale of the vacant lot at 3236 Monroe to Ali Salim for \$9,750 for construction of a new home. Closing did not occur due to issues with the title to the property. A Quiet Title action was commenced on this property in order to clear the title issues. Recently, title to the property was cleared. Since C.R. 8-370-21 contained a condition that closing must occur within 90 days from the date of Council approval, it is necessary to resubmit Mr. Salim's request to purchase the vacant lot at 3236 Monroe for construction of a new home.

---

### **FISCAL IMPACT:**

- Revenue from sale of property
  - Property will be put back on the tax roll
  - City will no longer be required to maintain the lot
- 

### **COMMUNITY IMPACT:**

- A new house on the block will assist in the revitalization and stabilization of the neighborhood
- 

### **IMPLEMENTATION TIMELINE:**

- Closing within 90 days of City Council approval
  - Construction must commence within 24 months from date of closing
- 

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

Law Department, and Economic Development Department will monitor compliance with conditions pertaining to the sale

**TO: City Council**  
**FROM: Corporation Counsel**  
**VIA: Mayor Abdullah H. Hammoud**  
**SUBJECT: Sale of vacant lot at 3236 Monroe (40' x 128') for construction of a new home**  
**DATE: May 1, 2025**

---

**Summary of Request**

C.R. 8-370-21 (copy attached) approved the sale of the vacant lot at 3236 Monroe to Ali Salim for \$9,750 for construction of a new home. Closing did not occur due to issues with the title to the property. A Quiet Title action was commenced on this property in order to clear the title issues. Recently, title to the property was cleared.

Since C.R. 8-370-21 contained a condition that closing must occur within 90 days from the date of Council approval, it is necessary to resubmit to City Council Mr. Salim's request to purchase the vacant lot at 3236 Monroe for construction of a new home.

It is recommended that City Council approves the sale of 3236 Monroe to Ali Salim for \$9,750, subject to the following conditions which are set forth in the proposed resolution pertaining to this transaction:

1. Purchaser may not assign his purchase option or sell the vacant land without approval of the Dearborn City Council, and
2. Closing of this transaction must take place within ninety (90) days of the effective date of the Dearborn City Council resolution which authorizes the sale of the property; failure to close within this period shall result in the resolution automatically being rescinded, deposit forfeited, and the sale declared null and void, and
3. If Purchaser elects to sell the vacant property during the 24-month period, the Purchaser must first offer to resell the property to the City for the purchase price, less 10%, all deposits, and less costs associated with the transfer back to the City of Dearborn, and
4. The Purchaser accepts the property "AS IS" and assumes all responsibility for soil testing and soil conditions, and
5. Purchaser must construct a single-family dwelling only on this property. Construction must commence within a 24-month period from the date of closing. 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 is started, and
6. Purchaser must complete construction before building permits expire, and
7. Purchaser must comply with all residential landscaping requirements in accordance with Dearborn Zoning Ordinance §5.02(A)(3) and §5.05(C). Purchaser shall not receive a full certificate of occupancy until landscaping is completed. If Purchaser fails to comply with the landscaping requirements, it is considered a default and is subject to a reversionary interest in favor of the City, and
8. The house shall not be occupied until a Certificate of Occupancy has been approved, and

9. Purchaser must comply with all requirements contained in the Dearborn Zoning Ordinance.
10. Purchaser must comply with the Land Sale Guidelines, and
11. Purchaser must comply with applicable neighborhood imposed guidelines and restrictions, and
12. If Purchaser fails to comply with the terms and conditions imposed, the City may, repurchase the property for the original sale price, less 10%, and less costs associated with the transfer back to the City of Dearborn.

It is also recommended that the Mayor be authorized to execute a deed on behalf of the City, conveying title to Ali Salim, subject to review and approval of Corporation Counsel.

Respectfully submitted,

DocuSigned by:



C73061A00EB9490

REBECCA A. SCHULTZ

Assistant Corporation Counsel

APPROVED:

DocuSigned by:



E7A573BA25E3460...

JEREMY J. ROMER

Corporation Counsel

RAS/cm  
attachment

## RESOLUTION

WHEREAS: C.R. 8-370-21 approved the sale of the vacant lot at 3236 Monroe to Ali Salim for \$9,750 for construction of a new home. Closing did not occur due to issues with the title to the property, and

WHEREAS: A Quiet Title action was commenced on this property in order to clear the title issues. Recently, title to the property was cleared, and

WHEREAS: Since C.R. 8-370-21 contained a condition that closing must occur within 90 days from the date of Council approval, it is necessary to resubmit to City Council Mr. Salim's request to purchase the vacant lot at 3236 Monroe for construction of a new home, and

WHEREAS: It is the recommendation of Corporation Counsel that City Council approves the sale of 3236 Monroe to Ali Salim for \$9,750, subject to the following conditions which are set forth in the proposed resolution pertaining to this transaction:

1. Purchaser may not assign his purchase option or sell the vacant land without approval of the Dearborn City Council, and
2. Closing of this transaction must take place within ninety (90) days of the effective date of the Dearborn City Council resolution which authorizes the sale of the property; failure to close within this period shall result in the resolution automatically being rescinded, deposit forfeited, and the sale declared null and void, and
3. If Purchaser elects to sell the vacant property during the 24-month period, the Purchaser must first offer to resell the property to the City for the purchase price, less 10%, all deposits, and less costs associated with the transfer back to the City of Dearborn, and
4. The Purchaser accepts the property "AS IS" and assumes all responsibility for soil testing and soil conditions, and
5. Purchaser must construct a single-family dwelling only on this property. Construction must commence within a 24-month period from the date of closing. 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 is started, and
6. Purchaser must complete construction before building permits expire, and
7. Purchaser must comply with all residential landscaping requirements in accordance with Dearborn Zoning Ordinance §5.02(A)(3) and §5.05(C). Purchaser shall not receive a full certificate of occupancy until landscaping is completed. If Purchaser fails to comply with the landscaping requirements, it is considered a default and is subject to a reversionary interest in favor of the City, and
8. The house shall not be occupied until a Certificate of Occupancy has been approved, and
9. Purchaser must comply with all requirements contained in the Dearborn Zoning Ordinance.
10. Purchaser must comply with the Land Sale Guidelines, and
11. Purchaser must comply with applicable neighborhood imposed guidelines and restrictions, and
12. If Purchaser fails to comply with the terms and conditions imposed, the City may, repurchase the property for the original sale price, less 10%, and less costs associated with the transfer back to the City of

Dearborn.

WHEREAS: The City has no further need for said land and this Council believes that said offer is a fair and reasonable price for said land and it is in the best interest of the City to accept said offer; be it therefore

RESOLVED: That this Council does hereby determine to effect the sale of the parcel described as:

Lot 34, Monroe Blvd. Sub., City of Dearborn, Wayne County, MI, as recorded in Liber 41,  
Page 1 of Plats, Wayne County records.

Tax I.D: 82-09-284-15-018  
Commonly known as vacant lot at 3236 Monroe  
Lot size: 40' x 128'

to Ali Salim for \$9,750; be it further

RESOLVED: That the Mayor is hereby authorized to execute a deed for said land to Ali Salim upon delivery to the City of the above purchase price, subject to adjustments, if any, as shown on the Closing Statement, prepared by Corporation Counsel and based upon Ali Salim closing within ninety (90) days of the effective date of this resolution; be it further

RESOLVED: That the sale is contingent upon full compliance with the conditions outlined above and satisfaction of the terms contained in the Purchase Agreement; be it further

RESOLVED: That the sale of the property for the construction of a new house will serve a public purpose by revitalizing and stabilizing the neighborhood and by adding the property to the tax rolls to generate revenue for the City; be it further

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

RESOLVED: That Council Resolution 8-370-21 is rescinded; be it further

RESOLVED: That this Resolution is given immediate effect.

By Bazzy supported by O'Donnell.

8-370-21. WHEREAS: Beginning May 2, 2021 through May 20, 2021, vacant City-owned property was advertised for sale for three weeks in the Dearborn Press and Guide, the City's website, and on CDTV. Among those parcels offered was a vacant lot located at 3236 Monroe, zoned RA, and

WHEREAS: The minimum bid price for this property, as established by the City Assessor, was \$9,750. All bids were submitted in sealed envelopes and opened in City Council Chambers on May 20, 2021, and

WHEREAS: No bids were received on this property at that time, and

WHEREAS: Ali Salim submitted a bid to purchase the lot from the Previously Advertised Properties List for \$9,750. He plans to construct a single-family dwelling on this property within one year from the date of the closing. Ali Salim has not purchased from the City's lot list in the past, and

WHEREAS: Ali Salim has been informed and agrees to the following conditions applicable to the proposed sale:

1. Purchaser may not assign his purchase option or sell the vacant land without approval of the Dearborn City Council, and
2. Closing of this transaction must take place within ninety (90) days of the effective date of the Dearborn City Council resolution which authorizes the sale of the property; failure to close within this period shall result in the resolution automatically being rescinded, deposit forfeited, and the sale declared null and void, and
3. If Purchaser elects to sell the vacant property during the 12-month period, the Purchaser must first offer to resell the property to the City for the purchase price, less 10%, all deposits, and less costs associated with the transfer back to the City of Dearborn, and
4. The Purchaser accepts the property "AS IS" and assumes all responsibility for soil testing and soil conditions, and

5. Purchaser must construct a single-family dwelling only on this property. Construction must commence within a 12-month period from the date of closing. Construction shall be deemed "commenced" when:
  - a. The plans have been approved by the Property Maintenance & Development Services Department, and
  - b. Building permits have been issued, and
  - c. Excavation of the basement/foundation is started, and
6. Purchaser must complete construction before building permits expire, and
7. Purchaser must comply with all residential landscaping requirements in accordance with Dearborn Zoning Ordinance §5.02(A)(3) and §5.05(C). Purchaser shall not receive a full certificate of occupancy until landscaping is completed. If Purchaser fails to comply with the landscaping requirements, the City may exercise its right to repurchase the property for the purchase price, less 10%, and less costs associated with the transfer back to the City of Dearborn, and
8. The house shall not be occupied until a Certificate of Occupancy has been approved, and.
9. Purchaser must comply with all requirements contained in the Dearborn Zoning Ordinance, including, but not limited to, newly amended and adopted §2.05 and §29.02, and
10. Purchaser shall not seek any variances from the Zoning Ordinance requirements, and
11. Purchaser must comply with Land Sale Guidelines, and
12. Purchaser must comply with applicable neighborhood imposed guidelines and restrictions, and
13. If Purchaser fails to comply with the terms and conditions imposed, the City may, repurchase the property for the original sale price, less 10%, and less costs associated with the transfer back to the City of Dearborn,

and

WHEREAS: The City has no further need for said land and this Council believes that said offer is a fair and reasonable price for said land and it is in the best interest of the City to accept said offer; be it therefore

RESOLVED: That this Council does hereby determine to effect the sale of the parcel described as:

Lot 34, Monroe Blvd. Sub., City of Dearborn, Wayne County, MI, as recorded in Liber 41, Page 1 of Plats, Wayne County records.

Tax I.D: 82-09-284-15-018  
Commonly known as vacant lot at 3236 Monroe  
Lot size: 40' x 128'

to Ali Salim for \$9,750; be it further

RESOLVED: That the Mayor is hereby authorized to execute a deed for said land to Ali Salim upon delivery to the City of the above purchase price, subject to adjustments, if any, as shown on the Closing Statement, prepared by Corporation Counsel and based upon Ali Salim closing within ninety (90) days of the effective date of this resolution; be it further

RESOLVED: That the sale is contingent upon full compliance with the conditions outlined above and satisfaction of the terms contained in the Purchase Agreement; be it further

RESOLVED: That the sale of the property for the construction of a new house will serve a public purpose by revitalizing and stabilizing the neighborhood and by adding the property to the tax rolls to generate revenue for the City; be it further

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

RESOLVED: That this resolution be given immediate effect.

The resolution was adopted as follows: Yes:  
Abraham, Bazzy, Byrnes, Herrick, O'Donnell and Sareini (6). No:  
None. Absent: Dabaja (1).

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## EXECUTIVE SUMMARY

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**REQUEST:** Approval to pay annual dues for PROTEC. Immediate effect if requested.

**DEPARTMENT:** Legal and Communications

**BRIEF DESCRIPTION:** Annual dues for Michigan Coalition to Protect Public Rights of Way (PROTEC)

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### **PRIOR COUNCIL ACTION:**

The City Council has approved the annual dues for this organization for more than 20 years.

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### **BACKGROUND:**

- Michigan Coalition to Protect Public Rights of Way (PROTEC) works on behalf of local community government across Michigan to address a variety of rights-of-way issues facing Michigan, by working legislative issues and policy.
- Dearborn is a founding member of this municipal coalition.
- Dues are based on population – 12.5 centers per resident and have not increased in 15 years
- PROTEC meets monthly to educate its members and advocate for local control of public rights-of-way.
- With the development of 5G networks, millions of new antennas are begin built nationally, many in the public rights-of-ways. PROTEC works to protect local control of these rights-of-ways in the face of state and federal laws and regulations encouraging such use.

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### **FISCAL IMPACT:**

- The annual dues of \$12,500 is paid by CDTV from the Telecommunications Fund
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## EXECUTIVE SUMMARY

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### IMPACT TO COMMUNITY:

- Since PROTEC's formation, the residents and businesses of numerous cities, villages and townships have benefited from the allied efforts of the coalition. PROTEC has represented jurisdictions of all sizes through coordinated lobbying efforts at both the state and federal level.
- PROTEC has expanded its efforts to meet the needs of every Michigan city, village and township, including dealing with concerns over public right-of-way usage by gas and electric companies.

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### IMPLEMENTATION TIMELINE:

Annual PROTEC dues from July 1, 2024 – July 1, 2025

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### COMPLIANCE/PERFORMANCE METRICS:



**TO:** CITY COUNCIL  
**FROM:** LEGAL AND COMMUNICATIONS  
**Subject:** Michigan Coalition to Protect Public Rights-of-Way  
(PROTEC) Annual Dues  
**Date:** May 8, 2025

This memo is to request to renew membership in the Michigan Coalition to Protect Public Rights of Way (PROTEC). Total annual dues are: \$12,500.

PROTEC has worked to defend the rights of the public to ensure that the publicly-owned rights-of-ways are managed effectively for all users, not us the for-profit cable, telecommunications, and utility companies that seek free or reduced cost access to the public's property. PROTEC was conceived so that a group of Michigan municipalities could work on the myriad of issues related to rights-of-way concerns while the Michigan Municipal League (MML) focuses on a broader range of uses of municipal concern. PROTEC has the support of the MML which handles PROTEC's finances.

PROTEC meets monthly and provides timely and informal assistance to communities facing immediate rights-of-way issues. PROTEC has worked on several issues directly impacting Dearborn and other Michigan municipalities. PROTEC has also provided help to members and supporter by creating and sharing draft franchise agreements and policy documents.

PROTEC dues are budgeted in the Communications/CDTV 2023-2024 budget. This annual membership is for July 1, 2024 – July 1, 2025.

DocuSigned by:  
*Jeremy Romer*  
E7A573BA25E3460...

Corporation Counsel  
Jeremy Romer

DocuSigned by:  
*Michael Kennedy*  
F77919D1421447F...

Finance Director  
Michael Kennedy



The Michigan Coalition to Protect Public Rights-of-Way

[www.protec-mi.org](http://www.protec-mi.org)

Mike Watza, General Counsel

Kitch Drutchas Law Firm; 1 Woodward Ave, Ste. 2400, Detroit, MI 48226

248.921.3888 or 313.965.7983; FAX: 313.965.7403; [Mike.watza@kitch.com](mailto:Mike.watza@kitch.com)

April 2, 2025

## **Membership Dues Notice 2024-25**

PROTEC is a nonprofit organization that works to protect local control over public rights-of-way and municipalities' ability to receive fair compensation from telecommunications companies and other users of our ROW and other public property. Please see the attached letter for more information.

If your community would like to renew a current PROTEC membership or become a new member for the fiscal year beginning July 1, 2024, please complete this Application for Membership and send it to the address below, along with the indicated dues payment.

*No response or payment is needed if your community does not wish to be a PROTEC member.*

### **Contact Information**

Contact person: Jeremy Romer  
Title: Corporation Counsel, City of Dearborn  
Email address: [jromer@dearborn.gov](mailto:jromer@dearborn.gov)

PROTEC membership dues are based on population figures as reported in the 2020 Census (\$125 per resident, capped at \$12,500).

Dearborn's dues for the fiscal year beginning July 1, 2024 would be: **\$12,500.00**

Please make checks payable to PROTEC and mail to:

PO BOX 7409  
ANN ARBOR MI 48107-7409

### **PROTEC Board of Directors:**

Jeremy Romer (313) 943-2035 [jromer@ci.dearborn.mi.us](mailto:jromer@ci.dearborn.mi.us)

Dawn E. King, (248) 796-5786 [dking@cityofsouthfield.com](mailto:dking@cityofsouthfield.com)

Michael Fisher (734) 466-2520 [mfisher@ci.livonia.mi.us](mailto:mfisher@ci.livonia.mi.us)

Fiscal Agent: Michigan Municipal League

Note: A copy of this Application for Membership has been sent to your municipality's Mayor/President/Administrator/Finance Director (as appropriate).

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## OFFICE OF THE MAYOR

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**TO: CITY COUNCIL**

**FROM: MAYOR ABDULLAH H. HAMMOUD**

**SUBJECT: REAPPOINTMENT - SENIOR CITIZENS COMMISSION**

**DATE: MAY 8, 2025**

Pursuant to City of Dearborn Code of Ordinance Section 2-364 and City Charter Section 10.9, the Mayor shall appoint members of the Senior Citizens Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

**Name:** Cecilia Pilon

**Status:** Reappointment

**Current Term Ending:** June 30, 2025

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

**Term Duration:** 3 Years

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

**Attendance:** Regular

**Phone:** (313) 505-8676

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

**Mailing Address:** 4650 Westland Street, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Parks & Recreation 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:** REAPPOINTMENT - SENIOR CITIZENS COMMISSION

**DATE:** MAY 8, 2025

I hereby certify that the following appointment has been made to the Senior Citizens Commission, in accordance with the provisions of City of Dearborn Code of Ordinance Section 2-364 and City Charter Section 10.9.

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

**Name:** Cecilia Pilon

**Status:** Reappointment

**Current Term Ending:** June 30, 2025

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

**Term Duration:** 3 Years

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

**Attendance:** Regular

**Phone:** (313) 505-8676

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

**Mailing Address:** 4650 Westland Street, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Parks & Recreation Department  
cc: Law Department



## Dearborn Commissions Application

**Submission Date**

April 03 2025

**First Name**

Cecilia (CeCe)

**Last Name**

Pilon

**Phone**

+13135058676

**Email**

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

**Home Address**

4650 Westland St, Dearborn, MI 48126, USA

**Years of Residency in Dearborn**

48 years

**Occupation**

Recreational Assistant in Senior Offive

**Company**

City of Dearborn

**Length of Service**

7 years

**Business Address**

15801 Michigan Ave.

**Business Telephone Number**

943-2009

**Level of Education**

High School Degree

**Name of Educational Institution & Graduation Year**

Fordson High School 1959

**Commissions & Boards**

Senior Citizens Commission

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

I am now a member of this commission and wish to renew my membership. I am the secretary for this commission.

**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**

Senior Commission, I have volunteered for Meals on Wheels and was the Volunteer of the Year in 2011. In prior years I have volunteered at a Crisis Pregnancy Center, and also distributed food in Pontiac, Mi from the church I was attending. I was a member of the Senior Walking Club prior to working for the city. I also received a written award for working during COVID.

**Do you Have a Resume?**

No

## **Description of Professional History**

I worked at Kresge during my high school years. 1959 to 1964 I worked for Manufacturers Bank. 1971 to 2007 I worked for Morris Associates which is a Manufacturers Automotive Rep. I have been working for the City of Dearborn since December 2017.

## **Resume**

[ This question was not answered ]

Submitted on April 03 2025

 monday.com

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## OFFICE OF THE MAYOR

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**TO:** CITY COUNCIL  
**FROM:** MAYOR ABDULLAH H. HAMMOUD  
**SUBJECT:** REAPPOINTMENT - WATER SYSTEM ADVISORY COUNCIL  
**DATE:** MAY 8, 2025

Pursuant to Dearborn Code of Ordinances Section 19-43, the Mayor shall appoint 4 members of the Water System Advisory Council, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

**Name:** Claudia K. Walters, Ph.D  
**Status:** Reappointment  
**Current Term Ending:** June 30, 2025  
**Filling a Vacancy for:** N/A  
**Term Duration:** 3 Years  
**Reappointment Term Ending:** June 30, 2028  
**Attendance:** Regular  
**Phone:** (313) 467-2076  
**Email:** [ckwalter@umich.edu](mailto:ckwalter@umich.edu)  
**Mailing Address:** 3316 Dallas Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Public Works & 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:** REAPPOINTMENT - WATER SYSTEM ADVISORY COUNCIL  
**DATE:** MAY 8, 2025

I hereby certify that the following appointment has been made to the Water System Advisory Council pursuant to Dearborn Code of Ordinances Section 19-43.

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

**Name:** Claudia K. Walters, Ph.D  
**Status:** Reappointment  
**Current Term Ending:** June 30, 2025  
**Filling a Vacancy for:** N/A  
**Term Duration:** 3 Years  
**Reappointment Term Ending:** June 30, 2028  
**Attendance:** Regular  
**Phone:** (313) 467-2076  
**Email:** [ckwalter@umich.edu](mailto:ckwalter@umich.edu)  
**Mailing Address:** 3316 Dallas Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Public Works & Facilities Department  
cc: Law Department



## **Dearborn Commissions Application**

### **Submission Date**

April 23 2025

### **First Name**

Claudia

### **Last Name**

Walters

### **Phone**

+13134672076

### **Email**

[ckwalter@umich.edu](mailto:ckwalter@umich.edu)

### **Home Address**

3316 Dallas St, Dearborn, MI 48124, USA

### **Years of Residency in Dearborn**

24

### **Occupation**

Teaching Professor

### **Company**

University of Michigan - Dearborn

### **Length of Service**

24 years

### **Business Address**

4901 Evergreen Road, Dearborn, MI 48128

**Business Telephone Number**

n/a

**Level of Education**

Doctorate Degree

**Name of Educational Institution & Graduation Year**

Michigan State University, 1997

**Commissions & Boards**

Water System Advisory Council

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

Reappointment

**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

4674d4b1-  
a193-...a.pdf

Submitted on May 10 2025

Powered by  **monday**.com

**Claudia K. Walters, Ph.D.**  
Teaching Professor  
Collegiate Lecturer IV  
Departments of Social Sciences  
University of Michigan - Dearborn  
ckwalter@umich.edu

## **Education**

2017 GIS Certificate for Professionals, Penn State University, World Campus  
1997 Ph.D., Geography, Michigan State University  
1992 M.A., American Studies, Michigan State University  
1989 Zwischenprüfung, English/Geography, Universität Regensburg

## **Research and Teaching Interests**

Climatology, Physical Geography, Environmental Studies, Cartography, GIS,

## **Professional Experience**

2023-present Teaching Professor, Social Sciences, UM-Dearborn  
2020-2023 Director, Environmental Interpretive Center  
2017-2020 GIS Advocate, College of Arts, Sciences, and Letters  
2014-present Collegiate Lecturer III/IV, Social Sciences, UM-Dearborn  
2006-2021 Assistant Research Scientist, Social Sciences, UM-Dearborn  
2014-2016 Manager, Geospatial Analysis and Mapping Lab, Natural Sciences, UM-Dearborn  
2006-2014 Lecturer II, Social Sciences, UM-Dearborn  
2002-2006 Visiting Research Investigator / Assistant Research Scientist, Behavioral Sciences, UM-Dearborn  
2001-2006 Lecturer I/II, Behavioral Sciences, UM-Dearborn  
1999-2002 Adjunct Assistant Professor, Geography, Central Michigan University  
1997-1998 Visiting Assistant Professor, Geography, Central Michigan University

## **Teaching Experience**

Courses taught at UM-Dearborn:  
Geog 303: Weather and Climate (formerly Geog/Enst 203)  
Geog/Enst 204: Landforms  
Geog 306: World Regional Geography (formerly Geog 206)  
Geog 205: Geography of the U.S.  
Geog 300: Urban Geography  
Geog 302: Mapping our World  
Geog/Geol/Enst 305: Introduction to Cartography and GIS (new course)  
Geog 307: Geography of Europe  
Geog/Enst 320: Global Climate Change (new course)  
Enst 395: Seminar in Environmental Issues  
Enst 485: Seminar on Environmental Topics  
Fnds 3603: When Nature Strikes Back (new course)

## **Award**

University of Dearborn - Collegiate Lectureship Award, 2012

## **Publications**

- Tang, Ying, Winkler, J., S. Zhong, X. Bian, D. Doubler, L Yu, and C. Walters (2017). Future changes in the climatology of the Great Plains low-level jet derived from fine resolution multi-model simulations. *Scientific Reports*. DOI: 10.1038/s41598-017-05135-0.
- Yu, L., Zhong, S., Winkler, J.A., Doubler, D.L., Bian, X., Walters, C.K., (2016). The Inter-Annual Variability of Southerly Low-Level Jets in North America. *Int. J. Climatology*. DOI: 10.1002/joc.4708.
- Tang, Y., Zhong, S., Winkler, J.A., Walters, C.K. (2016). Evaluation of the Southerly Low-Level Jet Climatology for the Central United States as Simulated by NARCCAP Regional Climate Models. *Int. J. Climatology*. DOI: 10.1002/joc.4636.
- Doubler, D., Winkler, J.A., Bian, X., Walters, C. K., Zhong, S., (2015). A NARR-Derived Climatology of Southerly and Northerly Low-Level Jets over North America and Coastal Environs. *J. Appl. Meteor. Climatol.*, 54, 1596-1619.
- Walters, C.K., Winkler, J.A., Husseini, S, Keeling, R, Nikolic, J., Keeling, R. (2014). Low-Level Jets in the North American Regional Reanalysis (NARR): A Comparison with Rawinsonde Observations. *J. Appl. Meteor. Climatol.*, 53, 2093-2113.
- Walters, C.K., Winkler, J.A., Shadbolt, R.P., van Ravensway, J., Bierly, G.D. (2008). A Long-Term Climatology of Southerly and Northerly Low-Level Jets for the Central United States. *Annals Assoc. Amer. Geograph.*, 98, 1-32.
- Walters, C.K., Winkler, J.A. (2001). Airflow configurations of warm season southerly low-level wind maxima in the Great Plains. Part I: Spatial and temporal characteristics and relationship to convection. *Wea. Forecasting*, 16, 513-530.
- Walters, C.K., (2001). Airflow configurations of warm season southerly low-level wind maxima in the Great Plains. Part II: The synoptic and subsynoptic-scale environment. *Wea. Forecasting*, 16, 531-551.
- Walters, C.K., Winkler, J.A. (1999). Diurnal Variations in the Characteristics of Cloud-to-Ground Lightning Activity in the Great Lakes Region of the United States. *Prof. Geographer*, 51, 349-366.

## **Awarded Research Grants**

- “Toward an Improved Understanding of the Characteristics, Processes, and Impacts of Northerly and Southerly Low-level Jets in the Central United States,” Total award: \$549,995. PIs Claudia K. Walters (UM – Dearborn \$128,385), J.A. Winkler and S. Zhong (Michigan State University). NSF, 2009-2012.
- “Collaborative Research: A Climatological Analysis of the Variability of Southerly Low-Level Jets and their Relationship to Synoptic-Scale Disturbances,” Total award: \$450,000. PIs Claudia K. Walters (UM – Dearborn \$80,600), G.D. Bierly (Indiana State University) and J.A. Winkler (Michigan State University). NSF, 2002-2005.

## **Supervision of Graduate/Undergraduate Student Assistants**

Alec Sparks	Student Res. Asst. on Hub Creative Teaching Fund, Jan – June 2019
Kawthar Abdulkabir	Student Res. Asst. on Grant from Chancellor’s office to develop StoryMap for Healthy Dearborn Coalition, May – August 2018
Jacob Yesh-Brochstein	Undergraduate Res. Asst. on Hub Creative Teaching Fund Grant, Dec 2018
Kesavan Ravichandran	Student Res. Asst., September 2013 – December 2013.
Mike Hajalie	Student Res. Asst., August 2013.

Ryan Keeling	Undergraduate Res. Asst. on NSF-Sponsored Research Grant, 4/12 – 2/13
Sara Hussein	Undergraduate Res. Asst. on NSF-Sponsored Research Grant, 6/11 – 12/11
Daniel Murphy	Undergraduate Res. Asst. on NSF-Sponsored Research Grant, 9/10 – 4/11
Ed Cable	Student mentor for Geog 203, Winter semester 2010. Sponsored by UM-D CASL.
Heather Caye	Undergraduate Res. Asst on NSF-Sponsored Research Grant, 1/10 – 4/10

### **Service on Master's (Thesis) Committee**

Renato Marimon (Environmental Sciences, UM-Dearborn), completed August 2024  
 Danielle Mulka (Applied Mathematics, UM-Dearborn), completed April 2021  
 Aishwary Pawar (Industrial and Manufacturing Systems Engineering, UM-Dearborn), completed April 2020  
 Nicholas Nalepa (Environmental Science, UM-Dearborn), completed January 2017.  
 Dana Doubler (Geography, Michigan State University), completed December 2013.

### **Service**

SSCI Representative, Faculty Senate 2024-26  
 At large rep, Social Sciences Department Executive Committee, AYs 2018-19, 2019-20, 2023-present  
 Member, GIS Program Advisory Committee, 2014 - present  
 Faculty Advisor, Student Sustainability Coalition (formerly Climate Action Movement) student organization  
 Water Systems Commission, City of Dearborn, 2022 - present

Alternate CASL At-Large Representative, Faculty Senate 2023-24  
 Member, Provost Search Advisory Committee, 2019  
 Member, Dearborn Discovery Core Natural Sciences Category Evaluation Committee, AY 2018-19  
 Member, UM-Dearborn Distinguished Research Award Committee, AY 2020-21  
 Member, UM-Dearborn Distinguished Teaching Awards Committee, AY 2017-18, 2019-20  
 Member, UM-Dearborn Collegiate Lectureship Award Committee, 2013 – 2017  
 Member, CASL Academic Standards Committee, AYs 2018-19, 2019-20  
 Member, Environmental Studies Program Committee, 2014 - 2023  
 Member, Professional Development Committee, Commission for Women, AYs 2018-19, 2019-20  
 LEO representative, Faculty Senate, AY 2020-21, AY 2021-22, AY 2022-23  
 Alternate LEO representative, Faculty Senate, AY 2019-20  
 Member, Environmental Studies Advisory Committee, Schoolcraft College, 2017-20  
 Reviewer for *J. Appl. Meteor. Climatology*, *J. Climate*, *Int. J. Climatology*, *Physical Geography*, *Wea. Climate*, *J. Geophys. Res.*, *J. Hydrometeorology*

### **Synergistic Activities**

Planning committee, State of the Strait Conference, UM-Dearborn, 11 May 2023  
 Co-organizer, moderator for multi-organization virtual GIS Day, 2021, 2022  
 Organizer of annual GIS Day event at UM-Dearborn, 2014-2019

### **Membership in Professional Organizations**

Improving Michigan's Access to Geographic Information Networks (IMAGIN)  
 Association for the Advancement of Sustainability in Higher Education (AASHE)

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# OFFICE OF THE MAYOR

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**TO: CITY COUNCIL**

**FROM: MAYOR ABDULLAH H. HAMMOUD**

**SUBJECT: REAPPOINTMENT - BOARD OF ETHICS**

**DATE: MAY 8, 2025**

Pursuant to City Charter Section 3.4, the Mayor may appoint 5 private persons to the Board of Ethics subject, to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

**Name:** Edwardine Schuelke

**Status:** Reappointment

**Current Term Ending:** June 30, 2025

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

**Term Duration:** 3 Years

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

**Attendance:** Regular

**Phone:** (313) 530-7088

**Email:** [eschuelke@wowway.com](mailto:eschuelke@wowway.com)

**Mailing Address:** 22731 Law Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

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## OFFICE OF THE MAYOR

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**TO: CITY CLERK**

**FROM: MAYOR ABDULLAH H. HAMMOUD**

**SUBJECT: REAPPOINTMENT - BOARD OF ETHICS**

**DATE: MAY 8, 2025**

I hereby certify that the following appointment has been made to the Board of Ethics Pursuant to City Charter Section 3.4.

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

**Name:** Edwardine Schuelke  
**Status:** Reappointment  
**Current Term Ending:** June 30, 2025  
**Filling a Vacancy for:** N/A  
**Term Duration:** 3 Years  
**Reappointment Term Ending:** June 30, 2028  
**Attendance:** Regular  
**Phone:** (313) 530-7088  
**Email:** [eschuelke@wowway.com](mailto:eschuelke@wowway.com)  
**Mailing Address:** 22731 Law Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud  
Mayor



## Dearborn Commissions Application

**Submission Date**

April 08 2025

**First Name**

Edwardine

**Last Name**

Schuelke

**Phone**

+13135307088

**Email**

[eschuelke@wowway.com](mailto:eschuelke@wowway.com)

**Home Address**

22731 Law St, Dearborn, MI 48124, USA

**Years of Residency in Dearborn**

46

**Occupation**

Claim Manager with AAA Michigan; Current position: Consultant

**Company**

2024 - AAA Michigan; Current: Northwood, Inc.

**Length of Service**

40 years with AAA; and 26 years as a consultant with Northwood

**Business Address**

22731 Law St

**Business Telephone Number**

3135307088

**Level of Education**

Master Degree

**Name of Educational Institution & Graduation Year**

Edwardine Schuelke

**Commissions & Boards**

Board of Ethics

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

My experience in managing at AAA Insurance Company with the claims department provided me with strong skills in decision making, problem solving, and a deep understanding of ethical considerations particularly within claims where fairness and transparency are essential. My master's in business adds an academic layer that would help analyze complex situations with a strategic mind set. With my various managerial positions held at AAA Insurance Company illustrates my commitment to integrity and accountability. Lastly, my unit handling catastrophic claims involving brain injuries, paraplegics, quadriplegics, burns and amputees were responsible for thousands of claim dollars involves mitigating risk, which aligns well with ethic boards roles.

**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**

I have been volunteering for the Henry Ford Museum since 2014.

**Do you Have a Resume?**

Yes

**Description of Professional History**

[ This question was not answered ]

**Resume**

DOCX Edwardine  
Schu....docx

Submitted on April 08 2025

Powered by  **monday.com**

**EDWARDINE SCHUELKE**  
**22731 Law Avenue**  
**Dearborn, Michigan 48124**  
**Home: 313-561-0593**  
**Cell: 313-530-7088**

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**OBJECTIVE:**

Seeking a position on the Board of Ethics for the City of Dearborn.

I am a long time resident of Dearborn, Michigan with an extensive background in the Michigan Automobile No-Fault Insurance /Personal Insurance Protection (PIP.) I would embrace the opportunity to give back by lending my advisory skills to the City of Dearborn's Ethic Board.

**EDUCATION:**

1994            Central Michigan University  
                 Mt. Pleasant, Michigan  
                 Master's degree in Science Administration  
1988-          University of Detroit/Mercy  
                 Detroit, Michigan  
                 Bachelors of Art's Degree  
1998          Henry Ford Community College  
                 Dearborn, Michigan  
                 Associates Degree in Art/ Interior Design (completed after Master's degree)

**Employment:**

**2021-Current    Northwood, Inc.**  
                 Centerline, Michigan  
                 MI Auto No-Fault (PIP) Consultant  
                 Northwood is 3<sup>rd</sup> Party administrator for durable medical equipment, medical supplies,  
                 Pharmacy, prosthetics and orthotics for auto related injury claims.

**1979-2023        Auto Club Insurance Association**  
                 Dearborn, Michigan  
                 Held various Claim (PIP) Management positions including the Barrier Free Design Unit  
                 for home modifications for auto related injury claims.

**Volunteer Experience:**

**2014-Present    Henry Ford Museum**  
                 Dearborn, Michigan  
                 Guest Services

**Professional Experience:**

- Extensive knowledge of the Michigan Automobile No-fault Law as it relates to injury related claims;
- Extensive knowledge in overseeing claim adjuster's auto related injury claims and providing recommendations;
- Worked closely with the Michigan Catastrophic Claims Association in resolving claim issues;
- Worked closely with medical vendors, physicians, case managers, and hospital discharge planners to determine long term medical needs for the claimant for reserving purposes.

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# OFFICE OF THE MAYOR

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**TO: CITY COUNCIL**

**FROM: MAYOR ABDULLAH H. HAMMOUD**

**SUBJECT: REAPPOINTMENT - PLANNING COMMISSION**

**DATE: MAY 8, 2025**

In accordance with City of Dearborn Charter Section 10.21, the Mayor shall appoint members of the Planning Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

**Name:** Hassane Fadlallah

**Status:** Reappointment

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

**Current Term Ending:** June 30, 2025

**Term Duration:** 3 Years

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

**Attendance:** Regular

**Phone:** (313) 843-2400

**Email:** [hass33@aol.com](mailto:hass33@aol.com)

**Mailing Address:** 655 Golfcrest Drive, Dearborn, MI 48124

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:** REAPPOINTMENT - PLANNING COMMISSION  
**DATE:** MAY 8, 2025

I hereby certify that the following appointment has been made to the Planning Commission pursuant to City of Dearborn Charter Section 10.21.

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

**Name:** Hassane Fadlallah  
**Status:** Reappointment  
**Filling a Vacancy for:** N/A  
**Current Term Ending:** June 30, 2025  
**Term Duration:** 3 Years  
**Appointment Term Ending:** June 30, 2028  
**Attendance:** Regular  
**Phone:** (313) 843-2400  
**Email:** [hass33@aol.com](mailto:hass33@aol.com)  
**Mailing Address:** 655 Golfcrest Drive, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Economic Development  
cc: Law Department



## Dearborn Commissions Application

**Submission Date**

April 02 2025

**First Name**

Hassane

**Last Name**

Fadlallah

**Phone**

+13133032400

**Email**

[hass33@aol.com](mailto:hass33@aol.com)

**Home Address**

655 Golfcrest Dr, Dearborn, MI 48124, USA

**Years of Residency in Dearborn**

44 years

**Occupation**

Pharmacist

**Company**

Dix drugs store

**Length of Service**

25 yrs

**Business Address**

10066 Dix ave dbn mi. 48120

**Business Telephone Number**

3138432400

**Level of Education**

University Degree

**Name of Educational Institution & Graduation Year**

Pharmacy/ 1992

**Commissions & Boards**

Planning Commission

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

I am a commissioner now

**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**

Pharmacy owner for 32 years

**Resume**

[ This question was not answered ]

Submitted on April 02 2025

monday.com

# HASSANE FADLALLAH

655 Golfcrest Dr  
Dearborn, Michigan 48124 · 313-3032400  
[Hass33@aol.com](mailto:Hass33@aol.com)

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Dedicated pharmacist with experience and success in pharmaceutical services. Bringing forth a strong background patient care and medication management. Extensive knowledge of pharmacy operations, pharmacy management and medications. Proven track record of proper customer advisement and an empathetic attitude towards patients.

## EXPERIENCE

09/1992 – TO PRESENT

**PHARMACIST**, DIX DRUGS STORE: 10066 DIX AVENUE, DEARBORN, MI 48120  
(TEL: 313-8432400, FAX: 313-8432402)

Patient care, prescription management, communicating with physicians for patient optimal outcome; training pharmacists in their last year rotations (pharmacy preceptor site for more than 20 years).

JUNE 1992 – SEPTEMBER 1992

**PHARMACY MANAGER**, CVS PHARMACY (ARBOR DRUGS)

Filling prescriptions, counselling patients, and maintaining drug inventory.

## EDUCATION

APRIL 1992

**BA IN PHARMACY**, WAYNE STATE UNIVERSITY/PHARMACY SCHOOL

## SKILLS

- Maintained Continuing Education Status
- Cared for a diverse patient population
- Fluent in Arabic and English
- Excellent people's skills.
- Up to date on MTMs

## ACTIVITIES

Preceptor site; active in multiple community organizations; active member in the Arab American Pharmacist Association-AAPA; involved in charity work with the World Medical Relief Organization.

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## OFFICE OF THE MAYOR

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**TO: CITY COUNCIL**

**FROM: MAYOR ABDULLAH H. HAMMOUD**

**SUBJECT: REAPPOINTMENT - DEARBORN HISTORICAL ADVISORY COMMISSION**

**DATE: MAY 8, 2025**

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

**Name:** Kimberly Ismail

**Status:** Reappointment

**Filling a Vacancy:** N/A

**Current Term Ending:** June 30, 2025

**Term Duration:** 3 Years

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

**Attendance:** Regular

**Phone:** (313) 377-0542

**Email:** [kimismail1030@gmail.com](mailto:kimismail1030@gmail.com)

**Mailing Address:** 6510 Coleman, Dearborn, MI 48126

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Historical Museum  
cc: Library  
cc: Law Department

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## OFFICE OF THE MAYOR

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**TO:** CITY CLERK

**FROM:** MAYOR ABDULLAH H. HAMMOUD

**SUBJECT:** REAPPOINTMENT - DEARBORN HISTORICAL ADVISORY COMMISSION

**DATE:** MAY 8, 2025

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

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

**Name:** Kimberly Ismail

**Status:** Reappointment

**Filling a Vacancy:** N/A

**Current Term Ending:** June 30, 2025

**Term Duration:** 3 Years

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

**Attendance:** Regular

**Phone:** (313) 377-0542

**Email:** [kimismail1030@gmail.com](mailto:kimismail1030@gmail.com)

**Mailing Address:** 6510 Coleman, Dearborn, MI 48126

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Historical Museum  
cc: Library  
cc: Law Department



## **Dearborn Commissions Application**

### **Submission Date**

May 07 2025

### **First Name**

Kimberly

### **Last Name**

Ismail

### **Phone**

+13133770542

### **Email**

[kimismail1030@gmail.com](mailto:kimismail1030@gmail.com)

### **Home Address**

[ This question was not answered ]

### **Years of Residency in Dearborn**

[ This question was not answered ]

### **Occupation**

[ This question was not answered ]

### **Company**

Dearborn Public Schools

### **Length of Service**

23 years

### **Business Address**

18700 Audette

**Business Telephone Number**

313-827-7109

**Level of Education**

High School Degree

**Name of Educational Institution & Graduation Year**

Kimberly Ismail

**Commissions & Boards**

Dearborn Historical Advisory Commission

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

I love our city and it's rich history. I feel privileged to contribute to its growth and improvement through civic engagement and care about our beloved museum.

**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**

Please see resume.

**Do you Have a Resume?**

Yes

**Description of Professional History**

[ This question was not answered ]

## Resume

DOCX Kimberly  
Ismail....docx

Submitted on May 07 2025

 **monday.com**

# KIMBERLY ISMAIL

313-377-0542 | KIMISMAIL1030@GMAIL.COM

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## Career Summary

- A strategist planner and implementer driving strong revenue and customer satisfaction
- Proven through leadership, business development and flawless operational execution
- Significant experience in analytics, communications and leadership skills. Interactive strategist producing results.
- Strong strategic thinker, quick learner, team builder, functions extremely well under pressure
- Keen communication skills, both written and verbal
- Excellent customer service skills, high energy, and ability to adjust to various situations
- Develop and maintain ongoing reports for clients
- Assisted in performing research internally and externally
- Performed research, conducted cost analysis, created reports and feasibility studies
- Self-starter, dedicated, ability to take initiative and create efficient processes
- Management and supervisory skills, ability to work independently, as well as within a team
- Administrative Business professional adept to working in fast-paced, challenging environments.
- Highly organized and accurate; strong analytic and problem solving skills.
- Excellent team management in critical collaborative contexts.
- Robust record of success in achieving complex objectives and timelines.
- Highly dependable, ethical, and discreet.
- Detail-oriented and resourceful in completing projects; able to multi-task effectively and run a smooth efficient office

## Technical Skills

MS Word	MS Excel	MS PowerPoint
MS Outlook	MS Word	Webex
Web Ex	Google Docs	Vendor Management Systems
Windows 2003/2007	Smart	My Star
AESOP		

## Professional Accomplishments

**Dearborn Public Schools**  
**Parent Liaison**

**November 2002 to Present**

- Developed and implemented communication plans to keep parents informed about school events, policies, and resources.
- Organized and facilitated parent workshops and meetings, ensuring active participation and engagement.
- Served as a point of contact for parents, addressing concerns and providing guidance and support.
- Collaborated with teachers and administrators to address student needs and improve school-family partnerships.
- Developed and maintained relationships with community organizations to access resources and support for families.

**Visteon**

**September 1998 to July 2001**

**Executive Assistant to Director- Dearborn, MI**

- Coordinate executive communications, including taking calls, responding to emails and interfacing with clients
- Prepare internal and external corporate documents for team members and industry partners
- Schedule meetings and appointments and manage travel itineraries
- Arrange corporate events to take place outside of the workplace, such as golf tournaments, fund-raising events and staff appreciation events
- Maintain an organized filing system of paper and electronic documents
- Uphold a strict level of confidentiality
- Develop and sustain a level of professionalism among staff and clientele
- Advanced Microsoft Office skills, with an ability to become familiar with firm-specific programs and software
- Proficiency in collaboration and delegation of duties
- Strong organizational, project management and problem-solving skills with impeccable multi-tasking abilities
- Exceptional interpersonal skills
- Friendly and professional demeanor

**Ford Motor**

**September 1992 to August 1998**

**Secretary - Dearborn, MI**

- Prepared and managed correspondence, reports and documents
- Organized and coordinated meetings, conferences, travel arrangements
- Take, type and distribute minutes of meetings
- Implemented and maintained office systems
- Maintained schedules and calendars

- Arranged and confirmed appointments
- Organized internal and external events
- Handle incoming emails, mail and other material
- Set up and maintain document management systems
- Set up work procedures
- Collated information
- Maintained databases
- Communicated verbally and in writing to answer inquiries and provide information
- Liaison with internal and external contacts
- Coordinated the flow of information both internally and externally
- Operated office equipment
- Manage office supplies

## Education

High School Diploma, Fordson High School - Dearborn, Michigan

Henry Ford College - In progress

## Elected Office/Organizations/Awards

\*\*City of Dearborn, Elected Official - Commissioner (Past), Dearborn Charter Commission, 2024

\*\*Historical Advisory Commission - City of Dearborn, Board Member 2023 to Present

\*\*Governor's Service Award 2019 – Volunteer of the Year – State of Michigan

\*\*Humanitarian Award 2018 - Senator Debbie Stabenow's Office, Michigan

\*\*Vice President, Dearborn Symphony Orchestra - 2016 to Present

\*\*Director - Speakhope Walk for Hunger - 2015 to Present

\*\*Board Member – Dearborn Community Fund - 2022 to Present

\*\*Board Member-Dearborn Public Library Foundation -2024 to Present

\*\*Nominating Chairwoman - League of Women Voters - 2015 to Present

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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:** MAY 8, 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:** Madou Bazzi, Commander

**Status:** New Appointment

**Filling a Vacancy for:** Sean Elkhatib, resigned January 8, 2025 as Chairperson of the Housing Commission

**Current Term Ending:** June 30, 2027 to complete Sean Elkhatib's term

**Term Duration:** 5 Years (2 Years to end Sean Elkhatib's term)

**Attendance:** N/A

**Phone:** (313) 943-2249

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

**Mailing Address:** 16099 Michigan Avenue, Dearborn, MI 48126

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:** MAY 8, 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:** Madou Bazzi, Commander

**Status:** New Appointment

**Filling a Vacancy for:** Sean Elkhatib, resigned January 8, 2025 as Chairperson of the Housing Commission

**Current Term Ending:** June 30, 2027 to complete Sean Elkhatib's term

**Term Duration:** 5 Years (2 Years to end Sean Elkhatib's term)

**Attendance:** N/A

**Phone:** (313) 943-2249

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

**Mailing Address:** 16099 Michigan Avenue, Dearborn, MI 48126

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Public Works and Facilities Department  
cc: Law Department



## **Dearborn Commissions Application**

### **Submission Date**

May 06 2025

### **First Name**

Madou

### **Last Name**

Bazzi

### **Phone**

+17347316077

### **Email**

[scooby446@gmail.com](mailto:scooby446@gmail.com)

### **Home Address**

[ This question was not answered ]

### **Years of Residency in Dearborn**

34

### **Occupation**

Police Officer

### **Company**

Dearborn Police Department

### **Length of Service**

23 Years

### **Business Address**

[ This question was not answered ]

**Business Telephone Number**

[ This question was not answered ]

**Level of Education**

University Degree

**Name of Educational Institution & Graduation Year**

University of Michigan - Dearborn

**Commissions & Boards**

Housing Commission

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

I would like to bring a public safety perspective to the commission to help improve the overall safety and well-being of our residents.

**Are you a veteran?**

No

**Which Branch Did You Serve?**

[ This question was not answered ]

**What Was Your Rank?**

[ This question was not answered ]

**Years of Service?**

[ This question was not answered ]

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

[ This question was not answered ]

**Do you Have a Resume?**

No

**Description of Professional History**

I have over 23 years of experience as a police officer with the City of Dearborn, including over 10 years of experience as a police supervisor. I am currently assigned to the Department's Patrol Division as the Patrol Commander. My prior assignments include: Accreditation Manager, Specialty Team Lieutenant, Shift Lieutenant, Team Sergeant, Investigator, Field Training Officer, and Evidence Technician. Resume to follow.

## Resume

[ This question was not answered ]

Submitted on May 06 2025



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## OFFICE OF THE MAYOR

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**TO: CITY COUNCIL**

**FROM: MAYOR ABDULLAH H. HAMMOUD**

**SUBJECT: REAPPOINTMENT - BOARD OF ETHICS**

**DATE: MAY 8, 2025**

Pursuant to City Charter Section 3.4, the Mayor may appoint 5 private persons to the Board of Ethics subject, to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

**Name:** Mary Bruno

**Status:** Reappointment

**Current Term Ending:** June 30, 2025

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

**Term Duration:** 3 Years

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

**Attendance:** Regular

**Phone:** (313) 395-2215

**Email:** [mbruno2007@att.net](mailto:mbruno2007@att.net)

**Mailing Address:** 8 Timberlane Court, 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:** REAPPOINTMENT - BOARD OF ETHICS  
**DATE:** MAY 8, 2025

I hereby certify that the following appointment has been made to the Board of Ethics Pursuant to City Charter Section 3.4.

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

**Name:** Mary Bruno  
**Status:** Reappointment  
**Current Term Ending:** June 30, 2025  
**Filling a Vacancy for:** N/A  
**Term Duration:** 3 Years  
**Reappointment Term Ending:** June 30, 2028  
**Attendance:** Regular  
**Phone:** (313) 395-2215  
**Email:** [mbruno2007@att.net](mailto:mbruno2007@att.net)  
**Mailing Address:** 8 Timberlane Court, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Law Department



## **Dearborn Commissions Application**

### **Submission Date**

April 04 2025

### **First Name**

Mary

### **Last Name**

Bruno

### **Phone**

+13133952215

### **Email**

[mbruno2007@att.net](mailto:mbruno2007@att.net)

### **Home Address**

8 Timberlane Ct, Dearborn, MI 48126, USA

### **Years of Residency in Dearborn**

89 years

### **Occupation**

Key Punch ....before computers

### **Company**

Federal Govt, Trucking Co. Auto Paint Co. Ford Motor Co. Italian Union

### **Length of Service**

Employed From 1954 til 1963

### **Business Address**

own office for Italian Union 4520 Firestone, Dearborn,Mi. Now Closed

**Business Telephone Number**

[ This question was not answered ]

**Level of Education**

High School Degree

**Name of Educational Institution & Graduation Year**

[ This question was not answered ]

**Commissions & Boards**

Board of Ethics

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

Been on the board since 2009? I've enjoyed the board very much. Appointed by Mayor John B. O'Reilly Jr.

**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 Democratic Club, Member for over 60yrs. served as pres. board member. Italian-American Ladies Club, President. City Beautiful Comm. 40 yrs. Appointed by Mayor John B. O'Reilly Sr. Appointed to Board of Ethics by Mayor John B. O'Reilly Jr.

**Do you Have a Resume?**

No

**Description of Professional History**

I have been involved with the City of Dearborn most of my life, always lived in Dearborn. Worked elections, campaigned often for various friends running for office. Knew many of the council members personally, as well as their families. A very pleasant life in Dearborn.

## Resume

[ This question was not answered ]

Submitted on April 04 2025



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## OFFICE OF THE MAYOR

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**TO: CITY COUNCIL**  
**FROM: MAYOR ABDULLAH H. HAMMOUD**  
**SUBJECT: REAPPOINTMENT - DEARBORN HISTORICAL ADVISORY COMMISSION**  
**DATE: MAY 8, 2025**

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

**Name:** Mary Bugeia

**Status:** Reappointment

**Filling a Vacancy:** N/A

**Current Term Ending:** June 30, 2025

**Term Duration:** 3 Years

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

**Attendance:** Regular

**Phone:** (313) 613-0870

**Email:** [marybugeia@comcast.net](mailto:marybugeia@comcast.net)

**Mailing Address:** 7 Cherry Hill Court, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Historical Museum  
cc: Library  
cc: Law Department

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## OFFICE OF THE MAYOR

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**TO:** CITY CLERK

**FROM:** MAYOR ABDULLAH H. HAMMOUD

**SUBJECT:** REAPPOINTMENT - DEARBORN HISTORICAL ADVISORY COMMISSION

**DATE:** MAY 8, 2025

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

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

**Name:** Mary Bugeia

**Status:** Reappointment

**Filling a Vacancy:** N/A

**Current Term Ending:** June 30, 2025

**Term Duration:** 3 Years

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

**Attendance:** Regular

**Phone:** (313) 613-0870

**Email:** [marybugeia@comcast.net](mailto:marybugeia@comcast.net)

**Mailing Address:** 7 Cherry Hill Court, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Historical Museum  
cc: Library  
cc: Law Department



## Dearborn Commissions Application

**Submission Date**

May 09 2025

**First Name**

Mary M

**Last Name**

Bugeia

**Phone**

+13136130870

**Email**

[marybugeia7@comcast.net](mailto:marybugeia7@comcast.net)

**Home Address**

7 Cherry Hill Ct, Dearborn, MI 48124, USA

**Years of Residency in Dearborn**

89 years

**Occupation**

Retired Nurse

**Company**

Oakwood Hospital

**Length of Service**

12 years

**Business Address**

none

**Business Telephone Number**

none

**Level of Education**

College Degree

**Name of Educational Institution & Graduation Year**

Henry Ford Community college

**Commissions & Boards**

Dearborn Historical Advisory Commission

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

I have volunteered at the Historical Museum for 15 years and appreciate the impact it has in preserving the history of Dearborn and provides a community gathering place.

**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**

Friends of Dearborn Symphony, Garden Club of Dearborn, (many awards and recognition in each organization) League of Women Voters, Friends of Detroit River and Rouge River, Golfcrest Neighborhood Assoc. volunteer at Sacred Heart Church activities. Museum guild of Dearborn.

**Do you Have a Resume?**

Yes

**Description of Professional History**

[ This question was not answered ]

## Resume

DOCX Resume for  
re-....docx

Submitted on May 09 2025

 **monday.com**

Dear Mayor Hammoud and Dearborn City Council Members,

I have been serving on the Dearborn Historical (Advisory ) commission since 2013 and I am applying to be re-appointed to serve an additional term.

Resume for re-appointment to Historical Commission Advisory Board. May 9, 2025

Nominee: Mary (Huchla) Bugeia

I was born in Dearborn becoming a third generation Dearbornite. My husband Joseph (now deceased) and I have three children, daughter Laura, sons Joseph Jr., and Andrew, and three grandchildren (5th generation Dearbornites). I attended Dearborn Schools, received an Associate in Science Degree at Henry Ford Community College becoming a Registered Nurse.

I was elected to Dearborn School Board and Trustee of Henry Ford Community College from 1981 to 1995. I served in every capacity from Secretary, Treasurer, and President – helping to pass millages to support education and building renovations.

In 2005, I was elected as a Dearborn City Charter Commissioner to review and revise the City Charter which was approved by voters November 6, 2007.

In other governmental functions: I served on the SEMCOG (Southeast Michigan Council of Governments) Educational Advisory Council, on the board of SEMCA (Southeast Michigan Community Alliance) which is part of the Michigan Workforce Investment Act, providing public oversight of the agency.

My extensive community involvement includes:

Friends of the Dearborn Symphony and Board of Director for the Dearborn Symphony where I helped raise funds to support concerts and student scholarships.

The Garden Club of Dearborn, served as president and chaired events raising funds for college student environmental scholarships and community gardening projects:

I have helped with Goodfellow paper drives; volunteered for American Red Cross blood drives and training new volunteers. Member of the Dearborn / Dearborn Heights League of Women Voters since 1970. I belong to Sacred Heart Catholic Church and volunteer at the Capuchin Warehouse. Active in

Golfcrest Neighborhood Association and represent the neighborhood at the Dearborn Federation of Neighborhood Association.

**I volunteer at the Dearborn Historical Museum including a presenter at the Pioneer School Program**

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# OFFICE OF THE MAYOR

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**TO:** CITY COUNCIL

**FROM:** MAYOR ABDULLAH H. HAMMOUD

**SUBJECT:** REAPPOINTMENT - WATER SYSTEM ADVISORY COUNCIL

**DATE:** MAY 8, 2025

Pursuant to Dearborn Code of Ordinances Section 19-43, the Mayor shall appoint 4 members of the Water System Advisory Council, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

**Name:** Nicole Golich

**Status:** Reappointment

**Current Term Ending:** June 30, 2025

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

**Term Duration:** 3 Years

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

**Attendance:** Regular

**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 & 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: REAPPOINTMENT - WATER SYSTEM ADVISORY COUNCIL**  
**DATE: MAY 8, 2025**

I hereby certify that the following appointment has been made to the Water System Advisory Council pursuant to Dearborn Code of Ordinances Section 19-43.

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

**Name:** Nicole Golich

**Status:** Reappointment

**Current Term Ending:** June 30, 2025

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

**Term Duration:** 3 Years

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

**Attendance:** Regular

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

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

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Abdullah H. Hammoud", is written over a horizontal line.

Abdullah H. Hammoud  
Mayor

cc: Public Works & Facilities Department  
cc: Law Department



## **Dearborn Commissions Application**

### **Submission Date**

April 03 2025

### **First Name**

Nicole

### **Last Name**

Golich

### **Phone**

+13139432845

### **Email**

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

### **Home Address**

2951 Greenfield Rd, Dearborn, MI 48120, 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

**Commissions & Boards**

Water System Advisory Council

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

I am interested in joining the Water System Advisory Council because I am deeply committed to the well-being of the City of Dearborn, where I was born and raised. I have served as the secretary of this council board for the last three years, during which I have gained valuable experience and insight into the challenges and opportunities facing our community's water system. I am passionate about ensuring our residents have access to safe, reliable, and high-quality water services, and I am eager to continue contributing my skills and dedication to help achieve these goals.

**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**

Goodfellow Member Goodfellow of the Year 2020

**Do you Have a Resume?**

Yes

**Description of Professional History**

[ This question was not answered ]

## Resume

DOCX Nicole Golich  
....docx

Submitted on April 03 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**

**Dearborn, MI**

#### **Deputy Director**

*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**

**Dearborn, MI**

#### **Process Improvement Manager**

*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**

**Dearborn, MI**

#### **Sanitation Supervisor**

*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: REAPPOINTMENT - DISABILITY CONCERNS COMMISSION**

**DATE: MAY 8, 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:** Patrick D'Ambrosio

**Status:** Reappointment

**Current Term Ending:** June 30, 2025

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

**Term Duration:** 3 Years

**Attendance:** Regular

**Phone:** (734) 355-8114

**Email:** [pdambrosio@die-namic.com](mailto:pdambrosio@die-namic.com)

**Mailing Address:** 1744 Robindale Street, Dearborn, MI, 48128

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:** REAPPOINTMENT - DISABILITY CONCERNS COMMISSION

**DATE:** MAY 8, 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:** Patrick D'Ambrosio  
**Status:** Reappointment  
**Current Term Ending:** June 30, 2025  
**Filling a Vacancy for:** N/A  
**Term Duration:** 3 Years  
**Attendance:** Regular  
**Phone:** (734) 355-8114  
**Email:** [pdambrosio@die-namic.com](mailto:pdambrosio@die-namic.com)  
**Mailing Address:** 1744 Robindale Street, Dearborn, MI, 48128

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Law Department



## **Dearborn Commissions Application**

**Submission Date**

May 08 2024

**First Name**

Patrick

**Last Name**

Dambrosio

**Phone**

+17343558114

**Email**

[dambrop48@gmail.com](mailto:dambrop48@gmail.com)

**Home Address**

1744 Robindale Avenue, Dearborn, MI, USA

**Years of Residency in Dearborn**

35

**Occupation**

Retired

**Company**

Retired

**Length of Service**

n/a

**Business Address**

n/a

**Business Telephone Number**

n/a

**Level of Education**

High School Degree

**Name of Educational Institution & Graduation Year**

Father Judge Catholic High School 1966

**Commissions & Boards**

Disability Concerns 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 Pat Resume.pdf

Submitted on May 09 2025



# Patrick D'Ambrosio

## Business Consultant

### Contact

1744 Robindale Ave.  
Dearborn, MI 49128  
734-355-8114  
Dambrop48@gmail.com

### Education

Villanova University  
Philadelphia, PA

### Key Skills

Marketing  
Strategic Business Planning  
Budget Planning  
Communication  
Team Building & Leadership

### Overview

As an assistant manager, my primary objective is to support the functioning of business operations by managing staff, coordinating operations, and ensuring exceptional customer service. I aim to create a positive and productive work environment by communicating with team members, setting clear goals, and monitoring performance.

### Experience

*February 200 - Present*  
Business Consultant • Die-Namic

*June 1979 – January 2007*  
CEO/Owner • Metric Precision Tool

Business Owner/Consultant with strong background in the manufacturing and sale of blueprint tooling. Recognized for resolving roadblocks, creating new ways to manufacture products while increasing revenues and mitigating project/program risk.

### Communication

Proven record of successful business ownership with the ability to align, establish and maintain key business relationships.

### Leadership

Strategist leader able to develop marketing and product development with customer and corporate needs to achieve revenue and business growth while reducing costs.

### Organizations

Advocate for the Friends for the Dearborn Animal Shelter  
Inter-Service Council of Dearborn  
Exchange Club – Board Chair  
Goodfellows – Newspaper Sales  
HFC – Board Member  
Dearborn Public Schools – Board Member  
Dearborn Fire Fighters - Fundraising

# Patrick D'Ambrosio

## Business Consultant

### Contact

1744 Robindale Ave.  
Dearborn, MI 49128  
734-355-8114  
Dambrop48@gmail.com

### Education

Villanova University  
Philadelphia, PA

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Strategic Business Planning  
Budget Planning  
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### Organizations

Advocate for the Friends for the Dearborn Animal Shelter  
Inter-Service Council of Dearborn  
Exchange Club – Board Chair  
Goodfellows – Newspaper Sales  
HFC – Board Member  
Dearborn Public Schools – Board Member  
Dearborn Fire Fighters - Fundraising

# Patrick D'Ambrosio

## References

Chastity Townsend, Executive Director, Dearborn Education Foundation 313-977-0161

Gene Hunt, Judge 313-330-0874

Elaine Green, Executive Director 313-706-0007

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# OFFICE OF THE MAYOR

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**TO: CITY COUNCIL**  
**FROM: MAYOR ABDULLAH H. HAMMOUD**  
**SUBJECT: REAPPOINTMENT - WATER SYSTEM ADVISORY COUNCIL**  
**DATE: MAY 8, 2025**

Pursuant to Dearborn Code of Ordinances Section 19-43, the Mayor shall appoint 4 members of the Water System Advisory Council, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

**Name:** Timothy Hawkins  
**Status:** Reappointment  
**Current Term Ending:** June 30, 2025  
**Filling a Vacancy for:** N/A  
**Term Duration:** 3 Years  
**Reappointment Term Ending:** June 30, 2028  
**Attendance:** Regular  
**Phone:** (313) 680-5411  
**Email:** [thawkins@dearborn.gov](mailto:thawkins@dearborn.gov)  
**Mailing Address:** 2951 Greenfield Road, Dearborn, MI, 48120

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Public Works & 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:** REAPPOINTMENT - WATER SYSTEM ADVISORY COUNCIL  
**DATE:** MAY 8, 2025

I hereby certify that the following appointment has been made to the Water System Advisory Council pursuant to Dearborn Code of Ordinances Section 19-43.

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

**Name:** Timothy Hawkins

**Status:** Reappointment

**Current Term Ending:** June 30, 2025

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

**Term Duration:** 3 Years

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

**Attendance:** Regular

**Phone:** (313) 680-5411

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

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

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Public Works & Facilities Department  
cc: Law Department



## Dearborn Commissions Application

### Submission Date

May 09 2025

### First Name

Timothy

### Last Name

Hawkins

### Phone

+13134189622

### Email

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

### Home Address

3655 Academy St, Dearborn, MI 48124, USA

### Years of Residency in Dearborn

43

### Occupation

Director of Public Works and Facilities

### Company

City of Dearborn

### Length of Service

9

### Business Address

2951 Greenfield

**Business Telephone Number**

3136805411

**Level of Education**

High School Degree

**Name of Educational Institution & Graduation Year**

Edsel Ford

**Commissions & Boards**

Water System Advisory Council

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

As a 43-year resident of Dearborn and a parent raising my family here, I am deeply invested in the safety and well-being of our community. Water quality is a top priority, not just for today but for the generations to come. I am committed to implementing best practices and strong safety protocols to ensure our water systems remain clean, secure, and sustainable. This is both a professional responsibility and a personal mission, grounded in my connection to this city. By prioritizing innovation, transparency, and long-term planning, we can protect our water resources and build a healthier future for all.

**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**

• Act 407 Building Official/Building Inspector/Plan Reviewer state license • Soil Erosion License. • ICC Property Maintenance License. • Michigan Residential Builders License • S-4 Waterworks System Operator. • Michigan Class A/B UST Operator. Local 2 Bricklayers and Allied Craft, member SEMBOIA Continuing Education, member DRACO Continuing Education, member COCM Continuing Education, member MPSI, first year completed Good Fellows, Board of Directors SODA Neighborhood Association, member Nowlin PTA, past vice-president

## Do you Have a Resume?

Yes

## Description of Professional History

[ This question was not answered ]

## Resume

DOCX Tim Hawkins  
Re....docx

Submitted on May 09 2025



**Timothy Lee Hawkins**  
**2951 Greenfield**  
**(313) 680-5411**  
**Email: [thawkins@dearborn.gov](mailto:thawkins@dearborn.gov)**

### **Profile**

Director of Public Works and Facilities with 25 years of demonstrated experience in delivering mission-critical results focused on customer service, continuous quality improvement initiatives, and fiscal and resource stewardship, to strengthen the sustainability of the operations involved in.

### **Leadership Skills and Abilities**

Commitment to Customer Service – demonstrated commitment to customer service through the development and deployment of initiatives to increase consistency and ease of use of services.

Effective Communication Skills – demonstrated strong verbal and written communication skills as evidenced by council, boards, department, executive presentation experiences, and participation in community outreach activities. Directed the work of crews to complete assigned tasks.

Resource Management – demonstrated experience in managing multi-million-dollar budgets, managing human resources by strategically reorganizing department personnel to ensure responsible stewardship of resources while meeting key customers and operational needs.

Team Building & Leadership Ability – demonstrated strong collaborative and team building skills as evidenced by: strong working partnership with all city departments, neighborhood associations, and business leaders.

Project Management – demonstrated proficiencies in large-scale departmental projects as evidenced by overseeing the transfer of paper to electronic files, mobilizing services to assist residents in catastrophic flooding event, and redesign of City Hall interior spaces.

### **Major Accomplishments**

- Managed a contract for logjam removal along the Rouge River, improving stormwater conveyance and enhancing water quality.
- Completed a two-year sewer study with selection of a path for a stormwater conveyance tunnel.
- Completed a mass tree trimming and removal project of over 1000 trees while planning 1500 new trees to ensure fewer potential hazards while maintaining the City's tree canopy.
- Created partnerships with neighborhood associations, with plans to expand networking opportunities and flow of information.
- Reframed department's working philosophy to one where the focus is on assisting, educating and access for current and future residents and business owners on the requirements, related to the department's services, established by the State of Michigan, City of Dearborn Administration, and Dearborn's City Council.

## **Professional Experiences**

### **Director of Public Works and Facilities**

**City of Dearborn – Dearborn, Michigan**

**2022 to Present**

- Responsible for all operations under the DPW umbrella which includes Highways, Parks, Clean Streets, Sanitation, Backflow/Water Quality, Sewer, CSO, Motor Transport, Powerhouse, Facilities, Engineering, and two Senior Housing Buildings.
- Oversee and manage 222 department employees.
- Develop and manage annual budget of 13 million general fund, 56 million for water/sewer, and 6.2 million for sanitation milage.
- Responsible for insuring residents and business owners receive the services that the Department of Public Works offer and that are addressed in a timely, efficient, and effective manner.
- Strengthen communications with residents and business owners on resources that Department of Public Works offer.
- Manage training and development of all staff assuring qualifications are maintained and customer service protocols are understood.

### **Director of Property Maintenance and Development Services**

**City of Dearborn – Dearborn, Michigan**

**2020 to 2021**

- Responsible for all operations under the Property Maintenance and Development Services umbrella.
- Oversee and manage 68 department employees.
- Develop and manage annual budget of 10 million dollars.
- Mediator for difficult inspections.
- Liaison between customer complaints and city administration and council.

### **Senior Building Inspector**

**City of Dearborn – Dearborn, Michigan**

**2016 to 2020**

- Responsible for annual budget, personnel reviews, and hiring for the permit and occupancy divisions.
- Manage and oversee 15 division employees.
- Develop inspection programs, implementation and training procedures in addition to customer service protocols.
- Responsible for inspections of approximately 31,000 homes, 6,000 commercial buildings, and all apartments in the City of Dearborn.
- Review ordinances/permits to keep current with code specifications and legal standards
- Mediator for difficult inspections.
- Liaison between customer complaints and city administration/council.

### **Building Inspector**

**City of Dearborn – Dearborn, Michigan  
2015 to 2016**

- Inspect residential homes and commercial buildings to meet all Michigan building codes and ordinances.
- Educate homeowners, contractors and business owners how to comply with codes and ordinances.

**American Masonry, Owner  
Dearborn, Michigan  
2012 to 2015**

- Advertise, estimate, and complete various construction projects.
- Handled billing, reconciliation and day-to-day operations of a masonry construction company.

**2004 to 2012**

Worked with multiple construction companies as a journeyman bricklayer and foremen.

**Education**

Presently – Henry Ford College in Business Administration

2001 – 2004 International Masonry Institute, 21031 Ryan Rd, Warren, MI, (586) 754-0888

**Certifications:**

- Act 407 Building Official/Building Inspector/Plan Reviewer state license
- Soil Erosion License.
- ICC Property Maintenance License.
- Michigan Residential Builders License
- S-4 Waterworks System Operator.
- Michigan Class A/B UST Operator.

**Professional Affiliations and Leadership Activities:**

Local 2 Bricklayers and Allied Craft, member

SEMBOIA Continuing Education, member

DRACO Continuing Education, member

COCM Continuing Education, member

MPSI, first year completed

Good Fellows, Board of Directors

SODA Neighborhood Association, member

Nowlin PTA, past vice-president

References available upon request

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# OFFICE OF THE MAYOR

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**TO: CITY COUNCIL**  
**FROM: MAYOR ABDULLAH H. HAMMOUD**  
**SUBJECT: REAPPOINTMENT - PLANNING COMMISSION**  
**DATE: MAY 8, 2025**

In accordance with City of Dearborn Charter Section 10.21, the Mayor shall appoint members of the Planning Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

**Name:** Yousaf Mohamed

**Status:** Reappointment

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

**Current Term Ending:** June 30, 2025

**Term Duration:** 3 Years

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

**Attendance:** N/A

**Phone:** (313) 333-5790

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

**Mailing Address:** 9 Turnberry Lane, 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: REAPPOINTMENT - PLANNING COMMISSION**

**DATE: MAY 8, 2025**

I hereby certify that the following appointment has been made to the Planning Commission pursuant to City of Dearborn Charter Section 10.21.

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

**Name:** Yousaf Mohamed

**Status:** Reappointment

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

**Current Term Ending:** June 30, 2025

**Term Duration:** 3 Years

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

**Attendance:** N/A

**Phone:** (313) 333-5790

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

**Mailing Address:** 9 Turnberry Lane, Dearborn, MI 48120

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Economic Development

cc: Law Department



## Dearborn Commissions Application

**Submission Date**

April 08 2025

**First Name**

Yousaf

**Last Name**

Mohamed

**Phone**

+13133335790

**Email**

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

**Home Address**

9 Turnberry Ln, Dearborn, MI 48120, USA

**Years of Residency in Dearborn**

45

**Occupation**

General Contractor

**Company**

USAF CONSTRUCTION

**Length of Service**

10

**Business Address**

13744 Michigan Ave

**Business Telephone Number**

3133335790

**Level of Education**

College Degree

**Name of Educational Institution & Graduation Year**

Wayne State 2008

**Commissions & Boards**

Planning Commission

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

I want to join or continue serving on the Planning Commission because I'm deeply invested in the growth and development of our city. I believe thoughtful planning plays a vital role in shaping vibrant, inclusive, and sustainable communities. Serving on this commission allows me to contribute my perspective, skills, and dedication to help ensure that Dearborn continues to thrive in a way that reflects the needs and values of its residents. I'm committed to being part of a team that thoughtfully considers the long-term impact of development and planning decisions on our community.

**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**

• TPC HOA Board Member, Dearborn, MI • Board Member, American Moslem Society (AMS), Dearborn, MI • Religious leadership roles

**Do you Have a Resume?**

Yes

## Description of Professional History

[ This question was not answered ]

## Resume

PDF Yousaf\_s\_Resum...).pdf

Submitted on April 09 2025

powered by  **monday.com**

# Yousaf M. Mohamed

9 Turnberry Lane, Dearborn, MI 48120 | mohamedyousaf@yahoo.com | 313 333 5790

usafconstruction.com | |

## Education

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**Wayne State University**, Bachelor of Science in Mechanical Engineering Sept 2001 – May 2008

- **Coursework:** Modern-day Engineering and Design Development

**Henry Ford Community College**, Associate in Science

June 1999 – Dec 2001

- **Coursework:** Development of Modern-day Drafting and CAD Design

## Relevant Work History

---

**General Contrator**, USAF Construction – Dearborn, MI

April 2001 – Present

- Design and execute innovative strategies to enhance company visibility and drive profitability through cost-saving solutions
- Effectively coordinated and oversaw multiple projects simultaneously, ensuring steady progress and adherence to timelines for both residential and commercial builds
- Led and cultivated a culture of safety and professionalism among employees, ensuring compliance with workplace standards and ethical practices

**CAD Operator**, Huron Valley Sales – Dearborn, MI

Dec 1998 – April 2001

- Designed detailed floor plans incorporating efficient radiant heating systems, ensuring compliance with industry standards
- Created and updated technical drawings for new and existing designs to meet evolving specifications
- Developed and optimized electrical wiring layouts in collaboration with project team members
- Proposed innovative design solutions to enhance project outcomes and support company growth
- Communicated project goals and requirements effectively with team members, utilizing excellent written, verbal, and interpersonal skills

**Builder/Manager**, Modern Home Remodeling – Dearborn, MI

June 1997 – Dec 1998

- Defined and refined project scopes, ensuring alignment with client expectations and industry standards
- Implemented cost-effective solutions and resource management strategies to maximize project profitability
- Oversaw multiple projects simultaneously, from initiation to completion, while managing timelines and budgets
- Conduct thorough reviews of project changes to ensure accuracy and feasibility
- Established and maintained a safe and productive work environment for employees

## Interests & Activities

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- TPC HOA Board Member, Dearborn, MI
- Board Member, American Moslem Society (AMS), Dearborn, MI
- Religious leadership roles

## Language and Reference

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**Languages:** Proficient in English and Arabic

**References:** Available upon Request



## EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** Approval of the Ashura Project's 11th annual "March for Justice" scheduled for Sunday, July 6, 2025

**DEPARTMENT:**

Parks & Recreation

**BRIEF DESCRIPTION:**

The 11th Annual "March for Justice" organized by the Ashura Project is a solemn ritual observed by Shia Muslims globally to commemorate the martyrdom of Imam Hussein, the grandson of the Prophet Muhammad, during the Battle of Karbala. The observance includes mournful chants and acts of flagellation and self-flagellation as expressions of grief and solidarity with the suffering of Imam Hussein. The march is scheduled to begin at Fordson High School and will conclude at Ford Woods Park. It is also requested that all City noise ordinances be waived for this event.

---

**PRIOR COUNCIL ACTION:**

CR: 6-303-24

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**BACKGROUND:**

The Ashura Project's 11th Annual 'March for Justice' procession/rally is a religious event intended to commemorate the historical events of Karbala in 680 A.D. The requested march route is as follows:

- \* The procession will begin at the Fordson High School East Parking Lot.
- \* Participants will proceed south, exiting the parking lot onto Ford Road via the north side exit.
- \* They will then turn right, heading west along the sidewalk and easement of Ford Road.
- \* The march will continue until the Ford Woods Park south parking lot entrance.
- \* Another right turn will lead the participants into the park, concluding near the comfort station.

---

**FISCAL IMPACT:**

The charges associated with the Ashura event include the rental fee for Ford Woods Park, as well as costs from the Department of Public Works (DPW) for the setup and removal of barricades and the provision of extra trash cans. Please note that the Police Department will directly bill the event organizers for their services following the event.

---

**COMMUNITY IMPACT:**

The Ashura Project will be renting Ford Woods Park on July 6, 2025 from 2 p.m.-6 p.m. We anticipate an attendance of approximately 2,500 people for their march. Please note that while the event is taking place, Ford Woods Park will remain open to the public, including the use of the walking trail. However, the Ford Woods pool will be closed for the entire day.



**PARKS  
& RECREATION**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

---

---

### **IMPLEMENTATION TIMELINE:**

Immediate Effect is Requested.

---

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

Recreation, DPW, and Police Departments 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 the Ashura Project's 11th annual "March for Justice" scheduled for Sunday, July 6, 2025.**

**DATE: 4/29/2025**

---

### **Budget Information**

Adopted Budget:

Amended Budget:

Requested Amount:

Funding Source:

Supplemental Budget:

### **Summary of Request**

The 11th Annual "March for Justice" organized by the Ashura Project is a solemn ritual observed by Shia Muslims globally to commemorate the martyrdom of Imam Hussein, the grandson of the Prophet Muhammad, during the Battle of Karbala. The observance includes mournful chants and acts of flagellation and self-flagellation as expressions of grief and solidarity with the suffering of Imam Hussein. The march is scheduled to begin at Fordson High School and will conclude at Ford Woods Park. It is also requested that all City noise ordinances be waived for this event.

The Ashura Project's 11th Annual 'March for Justice' procession/rally is a religious event intended to commemorate the historical events of Karbala in 680 A.D.

The requested march route is as follows:

- \* The procession will begin at the Fordson High School East Parking Lot.
- \* Participants will proceed south, exiting the parking lot onto Ford Road via the north side exit.
- \* They will then turn right, heading west along the sidewalk and easement of Ford Road.
- \* The march will continue until the Ford Woods Park south parking lot entrance.
- \* Another right turn will lead the participants into the park, concluding near the comfort station.

The charges associated with the Ashura event include the rental fee for Ford Woods Park, as well as costs from the Department of Public Works (DPW) for the setup and removal of barricades and the provision of extra trash cans. Please note that the Police Department will directly bill the event organizers for their services following the event.

The Ashura Project will be renting Ford Woods Park on July 6, 2025 from 2 p.m.-6 p.m. We anticipate an attendance of approximately 2,500 people for their march. Please note that while the event is taking place, Ford Woods Park will remain open to the public, including the use of the walking trail. However, the Ford Woods pool will be closed for the entire day.



**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 4/29/2025

Assistant Director - Parks & Recreation

DocuSigned by:  
*Issa Shahin* 4/30/2025  
1053E1C7585A436...  
Issa Shahin

Police Chief

DocuSigned by:  
*Sean R Fletcher*  
503098961A7C461...  
Sean R Fletcher 4/29/2025

Director of Parks & Recreation

DocuSigned by:  
*Jeremy Romer* 4/30/2025  
E7A573BA25E3460...  
Jeremy Romer

Corporation Counsel



# PROCESSION ROUTE & STAGING PLAN

ASHURA 2025 | JULY 6, 2025

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

*In the Name of Allah,  
the Most Beneficent, the Most Merciful*



# ROUTE DETAILS

**Starting Point:** Fordson High School - Parking Lot

**Ending Point:** Ford Woods Park - Parking Lot

**Total Distance:** 1.3 Miles

**Route Directions:**

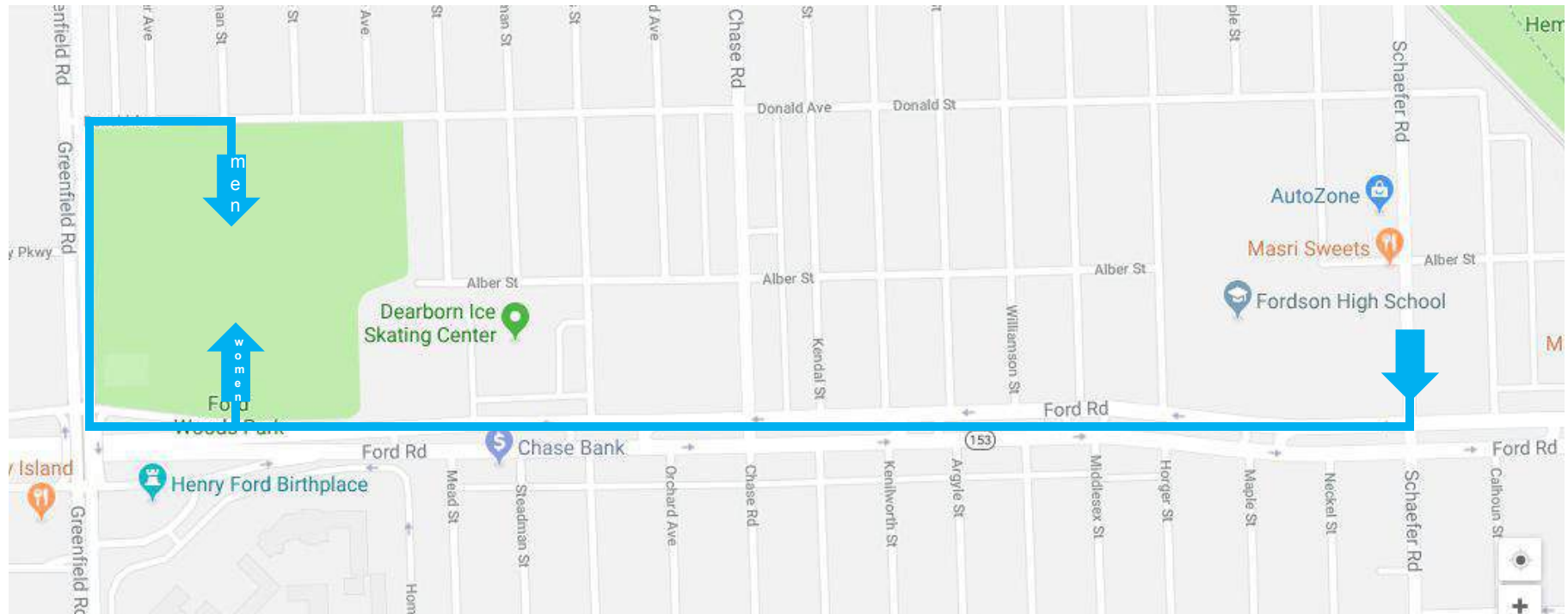
- Head South on Neckel St towards Ford Rd
- Head West on Ford Rd towards Greenfield

For women:

- Enter Ford Woods Park via South Entrance

For men:

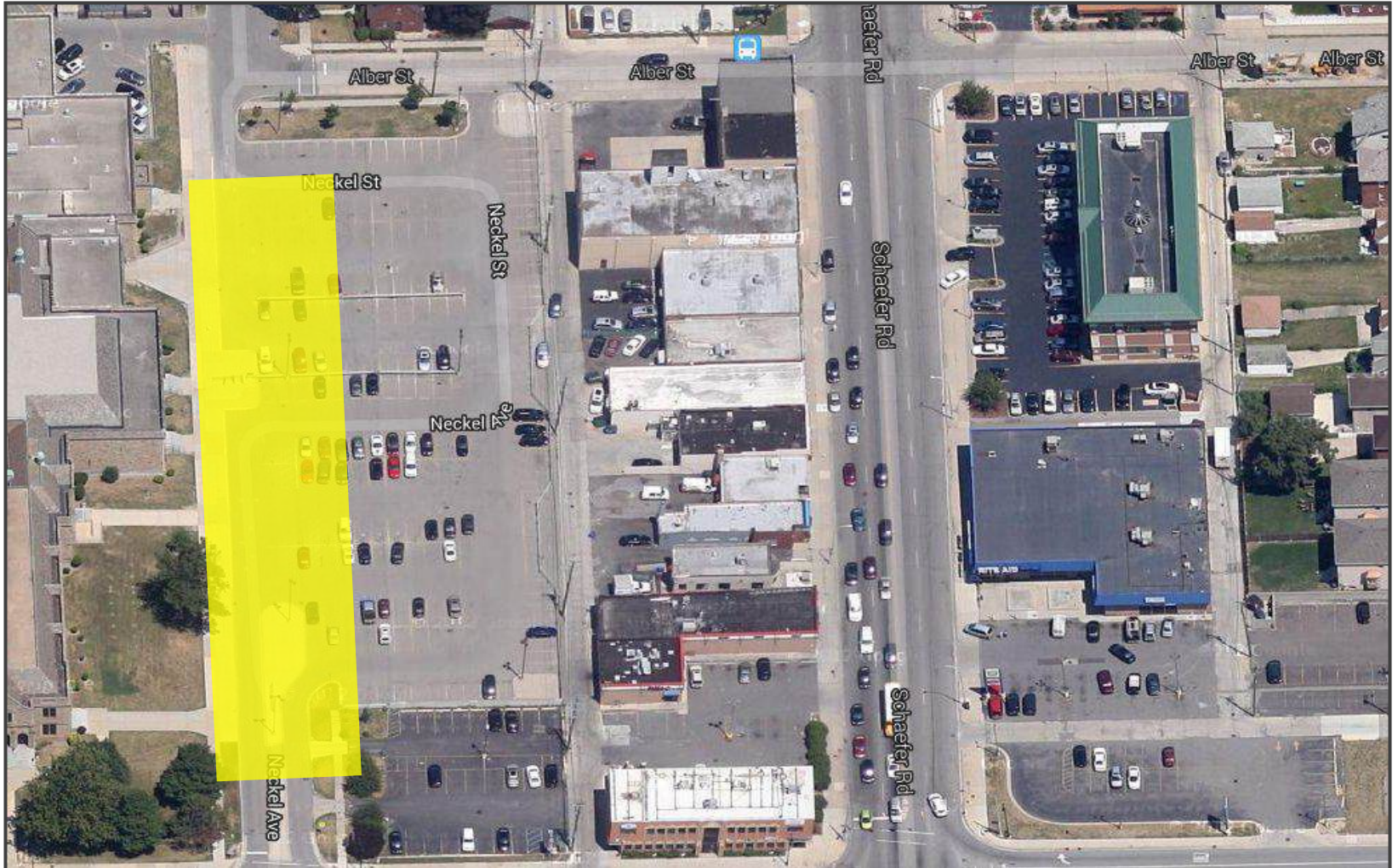
- Head North on Greenfield Rd
- Head East on Donald Ave
- Enter Ford Woods Park via North Entrance





# ASSEMBLY LOCATION

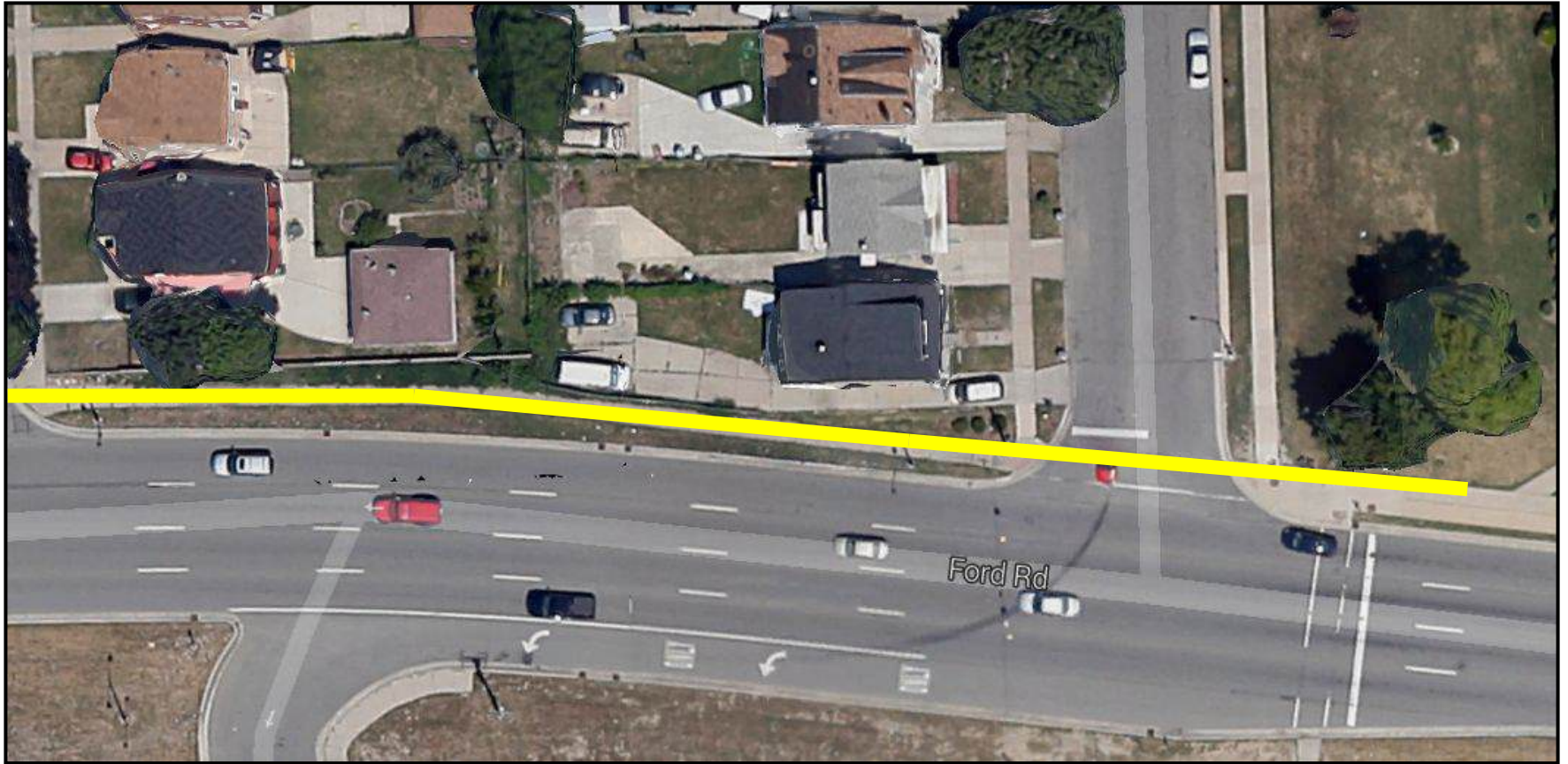
## FORDSON HIGH SCHOOL - PARKING LOT





# MARCHING AREA

## SIDEWALK





# ENDPOINT LOCATION

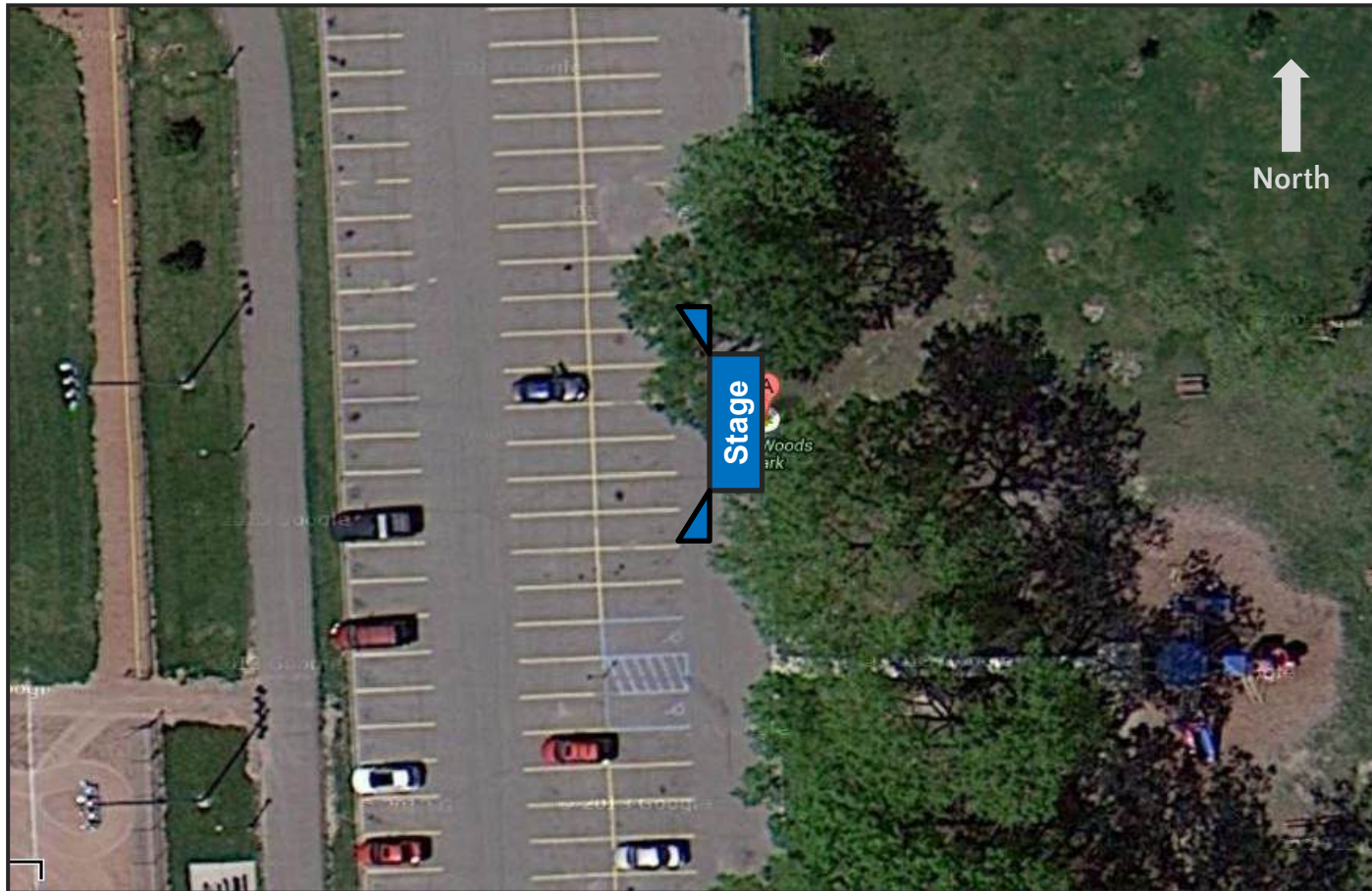
FORD WOODS PARK – PARKING LOT





# STAGING AREA

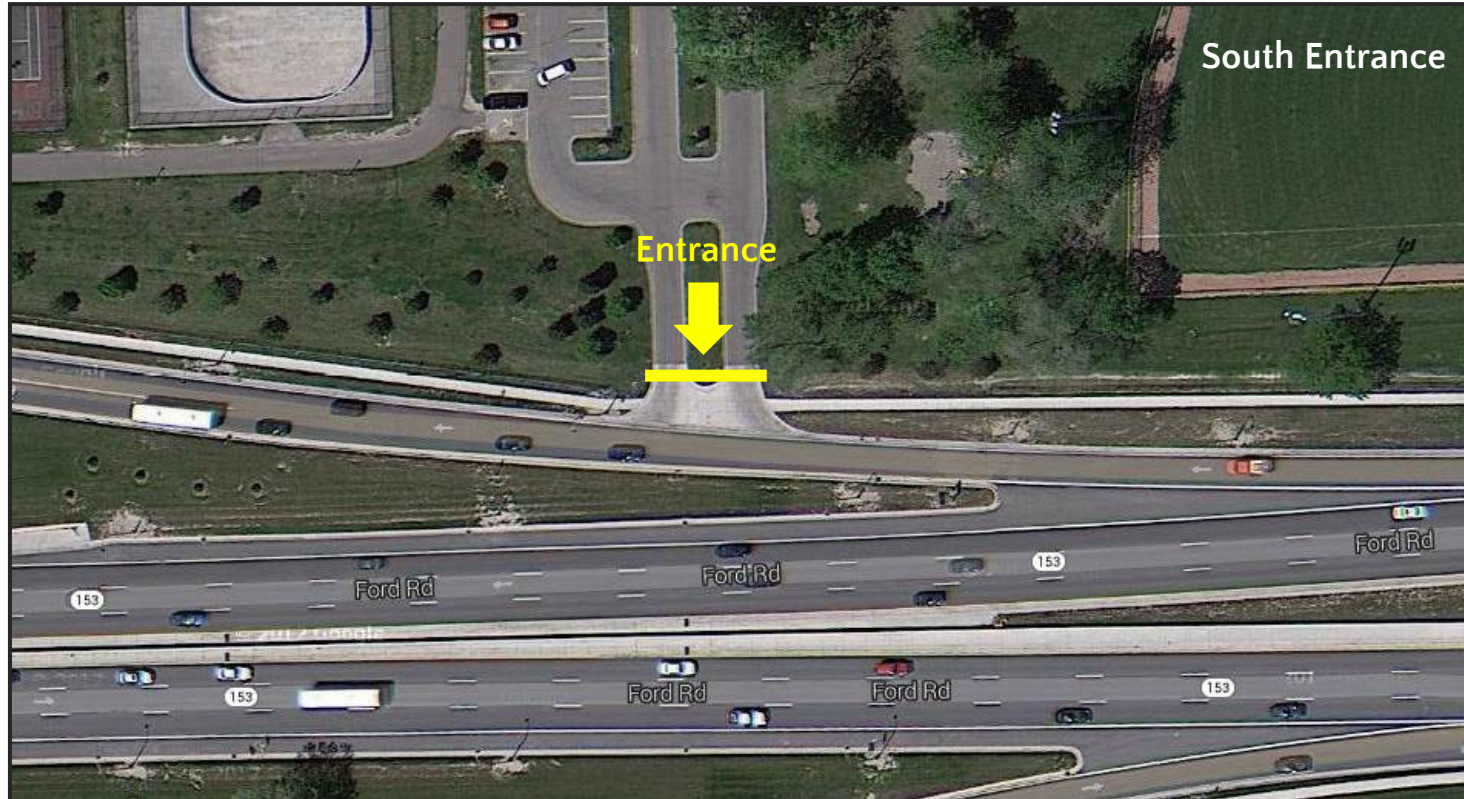
FORD WOODS PARK – PARKING LOT





# ENDPOINT ENTRANCE (WOMEN)

FORD WOODS PARK – SOUTH





# ENDPOINT ENTRANCE (MEN)

FORD WOODS PARK – NORTH





# THE ASHURA PROJECT

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WWW.ASHURAPROJECT.ORG



## FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**REQUEST:** Award of Contract for Hemlock Park Cabin Renovations

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

**BRIEF DESCRIPTION:** The Parks & Recreation Department, in conjunction with Purchasing, recommends awarding a contract to Key Construction LLC, for the renovation of the cabin at Hemlock Park

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**PRIOR COUNCIL ACTION:** None

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**BACKGROUND:** The Hemlock Cabin, which was built in the 1940's is in need of an interior refresh. The renovation project will include new flooring, ceiling tiles, paint, and a new sliding door to the back patio. We're making sure to keep the original charm of the exterior intact.

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**FISCAL IMPACT:** \$64,000

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**COMMUNITY IMPACT:** The renovation project will ensure the best possible guest experience for many years to come.

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**IMPLEMENTATION TIMELINE:** Renovation work will begin upon completion of the contract, and is expected to take no longer than 60 days.

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### COMPLIANCE/PERFORMANCE METRICS:

Parks & Recreation staff will manage the progress of the repairs.



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**TO:** City Council

**FROM:** City Administration

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Award of Contract for Hemlock Park Cabin Renovations

**DATE:** 5/5/2025

---

### **Budget Information**

Projects:	I27925 – Hemlock Cabin Refurbishment
Total Approved Project Budget:	\$79,452.00
Available Project Budget:	\$79,452.00
Requested Amount:	\$64,000.00
Funding Source:	Facilities Fund, Recreation, City Parks, Capital Project Support, Repair & Maintenance
Supplemental Budget:	N/A

### **Summary of Request**

The Parks & Recreation Department, in conjunction with Purchasing, recommends awarding a contract to Key Construction LLC, for the renovation of the cabin at Hemlock Park.

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

### **Background and Justification**

The Hemlock Cabin, which was built in the 1940's is in need of an interior refresh. The renovation project will include new flooring, ceiling tiles, paint, and a new sliding door to the back patio. We're making sure to keep the original charm of the exterior intact.

### **Procurement Process**

Purchasing solicited Bids with process details as follows:

Process:	Invitation to Bid
Issue Date:	April 7 <sup>th</sup> , 2025
Deadline Date:	April 17 <sup>th</sup> , 2025
Vendors Solicited:	865
Solicitations Obtained:	58
Bids Received:	4

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



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

Hemlock Park Cabin Renovations	Bid Price
FAC Construction*	\$28,500.00
Key Construction LLC	\$64,000.00
Allied Building Services	\$79,919.32
Decima LLC	\$81,097.63

\*Did not pass reference check.

Decima LLC was disqualified for not attending the mandatory meeting. Key Construction was the lowest responsible and responsive bidder.

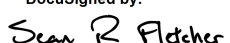
The procurement process was in accordance with Section 2-568 (6), Procurement of the Procurement Ordinance, and all internal policies and procedures. The Purchasing Division requests approval to proceed with the procurement.

### Signature Page

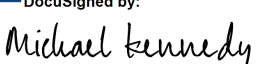
#### Prepared By:


Signed by:  
  
 7D2E1C2C4D89410...  
 Jason Pich, Buyer

#### Department Approval:

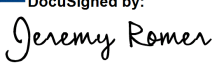
DocuSigned by:  
  
 503098961A7C461...  
 Sean Fletcher, Parks & Rec Director

#### Budget Approval:

DocuSigned by:  
  
 F77919D1421447F...  
 Michael Kennedy, Finance Director/Treasurer

Initial  


#### Corporation Counsel Approval:

DocuSigned by:  
  
 E7A573BA25E3460...  
 Jeremy Romer, Corporation Counsel



## FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

---

### Immediate Effect Requested

**REQUEST:** Award of Contract for the purchase of Picnic Tables for City Parks.

Recognize and appropriate funding transfer from the Facility Fund to the General Capital Improvement Fund.

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

**BRIEF DESCRIPTION:** The Parks & Recreation Department, in conjunction with Purchasing, recommends awarding a contract to RJ Thomas Manufacturing CO., for the purchase of 600 picnic tables.

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### PRIOR COUNCIL ACTION:

None

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### BACKGROUND:

The Parks & Recreation department has found a need to upgrade picnic tables in all city parks. This order includes 500 six-foot picnic tables, 50 eight-foot ADA picnic tables, and 50 ten-foot picnic tables. These tables include a 50-year warranty on the boards and a lifetime warranty on the frames. This initiative aims to ensure a safe and positive experience for park visitors and renters for years to come. The original solicitation was for 500 tables, and RJ Thomas was the low bidder for tables with metal frames. Certain vendors submitted bids for resin framed tables, but the preference was for metal frames. ICON Furniture submitted a bid for resin framed tables, and although the low bidder, they preferred vendor is RJ Thomas, which will provide metal framed tables.

---

### FISCAL IMPACT:

\$331,674.50 (\$252,985 Base bid + \$78,689.50 add on tables)

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### COMMUNITY IMPACT:

The new picnic tables, manufactured with resin seats and table tops, will replace old, weathered tables that are unsightly, and in some instances warped and splintered, making them unsafe to use.

---

### IMPLEMENTATION TIMELINE:

Delivery is 75 – 90 days ARO.

---

### COMPLIANCE/PERFORMANCE METRICS:

Parks & Recreation Staff will confirm delivery and quality of the picnic tables.



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

**TO:** City Council

**FROM:** City Administration

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Award of Contract for the Purchase of Picnic Tables City Parks

**DATE:** May 6, 2025

### **Budget Information**

Projects:	I29724 – Park Bench Replacement
Total Approved Project Budget:	\$400,000
Available Project Budget:	\$387,106
Requested Amount:	\$331,674.50 (\$252,985 Base bid + \$78,689.50 add on tables)
Funding Source:	General, Capital Improvement, Recreation, City Parks, Public Works, Capital Project Support, Operating Supplies, Equipment – Non-Capital
Supplemental Budget:	N/A

### **Summary of Request**

The Parks & Recreation Department, in conjunction with Purchasing, recommends awarding a contract to RJ Thomas Manufacturing CO., for the purchase of 600 picnic tables.

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

It is also request that the Finance Director be authorized to transfer \$400,000 in project funding from the Facility Fund to the General Capital Improvement Fund, and to recognize and appropriate the transfer in project I29724 for compliance with accounting principles.

### **Background and Justification**

The Parks & Recreation department has found a need to upgrade picnic tables in all city parks. This order includes 500 six-foot picnic tables, 50 eight-foot ADA picnic tables, and 50 ten-foot picnic tables. These tables include a 50-year warranty on the boards and a lifetime warranty on the frames. This initiative aims to ensure a safe and positive experience for park visitors and renters for years to come.

The original solicitation was for 500 tables, and RJ Thomas was the low bidder for tables with metal frames. Certain vendors submitted bids for resin framed tables, but the preference was for metal frames. ICON Furniture submitted a bid for resin framed tables, and although the low bidder, they preferred vendor is RJ Thomas, which will provide metal framed tables.



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

### Procurement Process

Purchasing solicited Bids with process details as follows:

Process:	Invitation to Bid
Issue Date:	April 1, 2025
Deadline Date:	April 9, 2025
Vendors Solicited:	95
Solicitations Obtained:	74
Bids Received:	20

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

Bid prices shown below include the trade-in value offered by each vendor.

<b>Picnic Tables</b>	<b>Bid Price</b>
ICON Office Environment (resin frame)	\$249,500
RJ Thomas Mfg (metal frame)	\$252,985
Quality Specialty Products	\$287,500
Barco Products LLC	\$306,170
Jamestown Advanced Products	\$306,715
Essential Products of America	\$327,225
Tree Top Products LLC	\$350,575
Plastic Recycling of Iowa Falls	\$352,195
Playtopia	\$416,265
Danica Service Group	\$432,500
The Prestwick Group	\$461,025
Play Environments Design, LLC	\$480,000
Fyre Marketing LLC	\$499.995
Paris Site Furnishings	\$530,500
Midstate's Recreation	\$553,500



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

Sinclair Recreation LLC	\$561,000
Sitescapes Inc	\$792,500
Morgan Inland LLC	\$802,835
Kigero LLC	\$1,732,500
BSN Sports / Passon Sports	\$744,945 **

\*\* BSN Sports / Passon Sports took exceptions to the specifications

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


### Signature Page

#### Prepared By:

DocuSigned by:  
  
 A06626461058403...

Jay Andrews, Sr. Buyer

#### Department Approval:

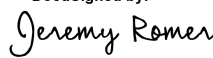
DocuSigned by:  
  
 503098961A7C461...  
 Sean Fletcher, Director, Parks & Recreation

#### Budget Approval:

DocuSigned by:  
  
 F77919D1421447F... Initial  


Michael Kennedy, Finance Director/Treasurer

#### Corporation Counsel Approval:

DocuSigned by:  
  
 E7A573BA25E3460...

Jeremy J. Romer, Corporation Counsel



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

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**PUBLIC  
WORKS**

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**REQUEST:** Easement Dedication: Proposed Smart Town North, LLC Condominium

**DEPARTMENT:** Department of Public Works and Facilities/Engineering

**BRIEF DESCRIPTION:** The proposed Smart Town North, LLC Condominium, located at 15625 Lundy Parkway, 15725 Lundy Parkway, and 15825 Lundy Parkway, requires the construction of a new 8-inch diameter water main and new 8-inch diameter sanitary sewers to serve the future residents.

---

**PRIOR COUNCIL ACTION:** 1-28-20

---

**BACKGROUND:** The proposed easement dedications have been reviewed by the City Engineer who has no objections as long as certain conditions are fulfilled.

---

**FISCAL IMPACT:** N/A

---

**COMMUNITY IMPACT:** This land is currently undeveloped with no structures. Repositioning this area for development will increase the taxable value of these properties and generate additional revenue for the City.

---

**IMPLEMENTATION TIMELINE:** Immediate effect requested.

---

**COMPLIANCE/PERFORMANCE METRICS:** N/A



**PUBLIC  
WORKS**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

---

**TO:** City Council

**FROM:** Department of Public Works and Facilities/Engineering

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Easement Dedication: Smart Town North, LLC Condominium, located at 15625 Lundy Parkway, 15725 Lundy Parkway, and 15825 Lundy Parkway

**DATE:** May 7, 2025

---

### **Summary of Request**

The proposed Smart Town North, LLC Condominium, located at 15625 Lundy Parkway, 15725 Lundy Parkway, and 15825 Lundy Parkway, requires the construction of a new 8-inch diameter water main and new 8-inch diameter sanitary sewers to serve the future residents.

The water main and sanitary sewers will be constructed according to City standards and under City inspection; and both construction and inspection will be paid for by Smart Town North, LLC. Prior to the construction and acceptance of water main and sanitary sewers by the City, the City requires a 20-foot wide easement dedication for both the water main and sanitary sewers from Smart Town North, LLC.

Therefore, presented herewith are the water main and sanitary sewer easement agreements from Smart Town North, LLC, for the construction and maintenance of the public water main and sanitary sewers.

I hereby recommend and request that City Council authorize the City Engineer to execute easement agreements after the lines are constructed on behalf of the City of Dearborn, subject to the review and approval of Corporation Counsel and that Engineering be authorized to record the necessary documents with the Wayne County Register of Deeds.

We also request that the Council Resolution be given immediate effect.

### **Background and Justification**

This land is currently undeveloped with no structures. Repositioning this area for development will increase the taxable value of these properties and generate additional revenue for the City.



**PUBLIC  
WORKS**

# EXECUTIVE SUMMARY AND MEMORANDUM

**Department Approval:**

DocuSigned by:

*Tim Hawkins*

35BABC85BED3455...

**Tim Hawkins, Public Works & Facilities Director**

DocuSigned by:

*Soud El-Jamaly*

8FDE4113B37F442...

**Soud El-Jamaly, City Engineer**

**Budget Approval:**

DocuSigned by:

*Jeremy Romer*

E7A573BA25E2460...

**Jeremy J. Romer, Corporation Counsel**

## WATER MAIN EASEMENT AGREEMENT

For valuable consideration, receipt of which is hereby acknowledged, Smart Town North LLC, a Michigan limited liability company, (herein called Grantor) whose address is 5487 Schaefer Road, Dearborn, Michigan 48126 ("Smart Town North"), being title holder of the parcels of land at 15625 Lundy Parkway, 15725 Lundy Parkway and 15825 Lundy Parkway, more particularly described in **Exhibit "A"** annexed hereto, does hereby give, grant and convey unto the CITY OF DEARBORN, a Michigan municipal corporation with offices at 16901 Michigan Avenue Suite 14, Dearborn, Michigan 48126 (herein called Grantee), a perpetual, non-exclusive easement (herein called the Easement) and right-of-way for the construction, installation, maintenance, repair, alteration, operation, replacement and/or removal of water mains, and appurtenances thereto (herein collectively called the Utilities), in, upon, over, under, through, and across the parcels of Land (herein collectively called the Land) in the City of Dearborn, Wayne County, Michigan, as more particularly described in **Exhibit "B"** annexed hereto.

The Easement is granted to, and accepted by, Grantee subject to the following terms and conditions:

1. All work performed by Grantee, its agents and servants, in and about the construction, installation, maintenance, repair, alteration, operation, replacement and/or removal of the Utilities shall be conducted in accordance with good engineering practice and with the least possible inconvenience to Grantor. Upon the completion of any work, Grantee, at its own cost and expense, shall promptly remove all debris, materials and equipment and restore the surface of the Land and installations thereon to the same condition including, but not limited to, replacement of roads, curbs, walks, parking areas, fences and ground cover, as the same existed prior to such work. Grantee shall also, at its own expense, replace and/or repair any property of Grantor which is damaged or destroyed as a result of Grantee's actions or the action of its agents, contractors, employees or licensees.
2. Grantor shall not erect any permanent structure within the limits of the Land, but shall at all times have the right to make such other use thereon including, without limitation, installation of paved walks, drives, curbs, landscaping, and/or parking areas, as shall not be inconsistent with the exercise by Grantee of the rights and privileges granted to it hereunder.
3. Grantee shall, in the exercise of the rights and privileges granted to it hereunder, adhere to and comply with all laws, orders, regulations and ordinances applicable to the construction, installation, maintenance, repair, alteration, operation, replacement and/or removal of the Utilities.

4. The easement hereby conveyed is granted subject to the existing rights, if any, of third persons including, without limitation, any and all rights of way, easements and licenses, whether of record or unrecorded, heretofore acquired or granted in, over and across the Land.

5. To the extent permitted by law, Grantee shall indemnify, defend and hold Grantor harmless from and against any and all loss, cost, liability, claim or expense, including, without limitation, attorney's fees and costs, relating to the exercise by Grantee of any of its rights or obligations hereunder.

6. If Grantee shall discontinue use of any one or more of the parcels which make up the Land for any period of sixty (60) or more consecutive months, all rights granted hereunder shall cease and terminate as to such parcel or parcels, and upon written notice from Grantor, Grantee, at its sole cost and expense, shall remove all of its property and equipment from and restore the surface of such parcel or parcels.

7. The Easement shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto.

8. This Easement is subject to the terms and conditions of C.R. \_\_\_\_\_, attached hereto as **Exhibit "C"**.

9. All costs for engineering services, including but not limited to, document recording, restoration of public property, inspections and plan review shall be paid from an expendable trust fund and at the sole expense of the Grantor.

IN WITNESS WHEREOF, Grantor and Grantee have caused this instrument to be duly executed and shall be in effect on the date last notarized below.

**THIS SPACE INTENTIONALLY LEFT BLANK**

IN WITNESS WHEREOF, Grantor and Grantee have caused this instrument to be duly executed and shall be in effect on the date last notarized below.

**Smart Town North LLC,**  
a Michigan limited liability company

By: \_\_\_\_\_,  
its \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

STATE OF MICHIGAN                    )  
  ) ss.  
COUNTY OF WAYNE                    )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by \_\_\_\_\_ as \_\_\_\_\_ of Smart Town North, LLC., a Michigan corporation, as \_\_\_\_\_ of Smart Town North, LLC, a Michigan limited liability company.

WITNESS my hand and official seal.

\_\_\_\_\_  
Notary Public

Printed Name: \_\_\_\_\_

My commission expires: \_\_\_\_\_.

STATE OF MICHIGAN)

COUNTY OF WAYNE)

On this\_\_day of \_\_\_\_\_, 2025, before me appeared \_\_\_\_\_to me personally known who, being sworn by me, did say that he is the City Engineer of the City of Dearborn, and that said instrument was signed on behalf of The City of Dearborn by authority of C.R. \_\_\_\_\_attached as **Exhibit C**, and acknowledged said instrument to be the free act and deed of The City of Dearborn.

WITNESSES:

City of Dearborn

\_\_\_\_\_

\_\_\_\_\_

City Engineer

\_\_\_\_\_

\_\_\_\_\_

Notary Public  
Wayne County, Michigan  
Commission expires: \_\_\_\_\_

This instrument was prepared by:

When recorded return to:

Jeremy J. Romer  
Corporation Counsel  
Legal Department  
16901 Michigan Avenue, Suite 14  
Dearborn, Michigan 48126-2967

CITY OF DEARBORN  
Dearborn Administrative Center  
Engineering Division  
16901 Michigan Avenue, Suite 19  
Dearborn, Michigan 48126-2967

EXHIBIT "A"  
LEGAL DESCRIPTION OF GRANTOR PARCEL

Legal Description of Parcel (As Surveyed)

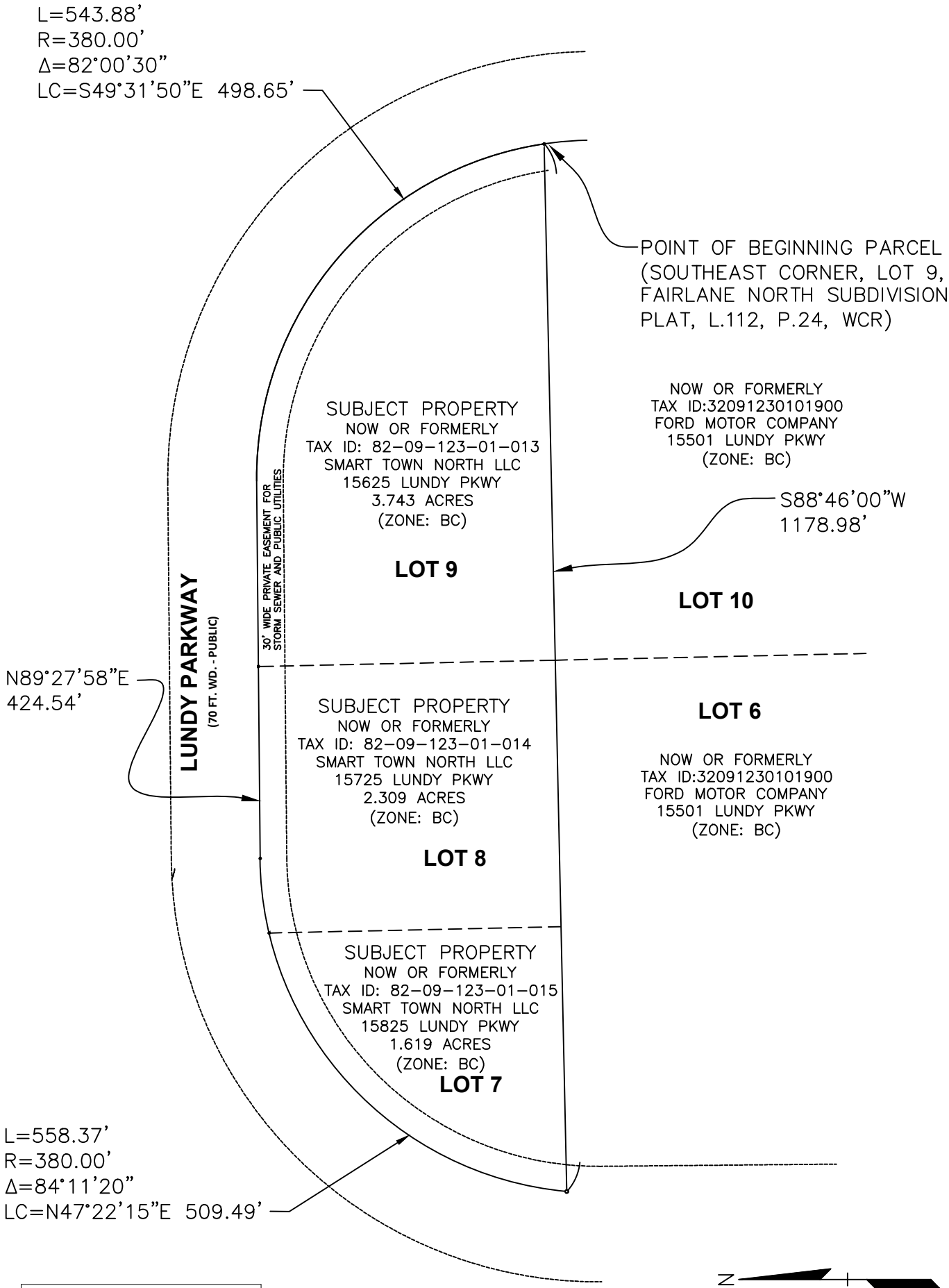
A parcel lying in the SE 1/4, of the SW 1/4 of Section 12, Town 2 South, Range 10 East, City of Dearborn, Wayne County, Michigan, said parcel described as Lots 7, 8 and 9 of Fairlane North Subdivision Plat as recorded in Liber 112, Page 24 of Wayne County Records, more particularly described as: BEGINNING at the SE corner of said Lot 9, thence along the South line of said Lots 9, 8 & 7, S88°46'00"W, 1178.98 feet to the SW corner of said Lot 7 and the Right-of-Way line for Lundy Parkway (70 Foot Wide-Public-R/W); thence along said Northwesterly line of Lot 7 and ROW line, 558.37 feet, along the arc of a curve to the right, said curve has a radius of 380.00 feet, a central angle of 84°11'20", and a chord which bears N47°22'15"E, 509.49 feet; thence continuing along said ROW line and North line of said Lot 8 and 9, N89°27'58"E, 424.54 feet; thence continuing along said ROW line and North line of said Lot 9, 543.88 feet, along the arc of a curve to the right, said curve has a radius of 380.00 feet, a central angle of 82°00'30", and a chord which bears S49°31'50"E, 498.65 feet to POINT OF BEGINNING, containing 7.671 acres, also subject to any easements or restrictions, if any.



STOREY ENGINEERING GROUP, LLC  
48264 MANCHESTER  
MACOMB, MI 48044  
(586) 216-1043  
www.storeyengineering.com

CLIENT: SMART TOWN NORTH LLC 5487 SCHAEFER ROAD DEARBORN, MI 48126	SCALE: N/A	JOB No: 2021-020
	DATE: 5-7-25	DWG. No: 1 of 2

EXHIBIT "A"  
SKETCH OF PARCEL



STOREY ENGINEERING GROUP, LLC  
48264 MANCHESTER  
MACOMB, MI 48044  
(586) 216-1043  
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CLIENT:  
SMART TOWN NORTH LLC  
5487 SCHAEFER ROAD  
DEARBORN, MI 48126

SCALE: 1"= 150'	JOB No: 2021-020
DATE: 5-7-25	DWG. No: 2 of 2

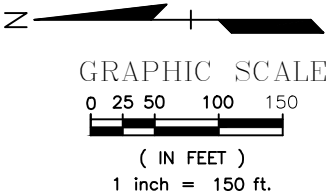


EXHIBIT "B"

LEGAL DESCRIPTION OF PUBLIC WATER MAIN EASEMENT

Easement Description:

A 20 foot wide easement over Lots 7, 8 & 9 of Fairlane North Subdivision Plat, as recorded in Liber 112, Page 24, Wayne County Records (Tax Number's 82-09-123-01-015, 82-09-123-01-014 and 82-09-123-01-013) as described on Exhibit A, situated in the Southeast 1/4 of Section 12, T.2S., R.10E., City of Dearborn, Wayne County, Michigan; said water main easement being more particularly described as: beginning at the Southeast Corner of Lot 9 of Fairlane North Subdivision Plat, as recorded in Liber 112, Page 24, Wayne County Records; thence S88°46'00"W, 130.58 feet along the South line of said Lot 9; thence N46°14'00"W, 19.30 feet; thence N01°14'00"W, 55.51 feet; thence S88°46'00"W, 307.31 feet; thence N46°14'00"W, 25.25 feet; thence N01°14'00"W, 117.44 feet; thence N05°41'00"E, 7.81 feet; thence N84°19'00"W, 3.50 feet; thence N89°51'03"W, 93.62 feet; thence S89°27'30"W, 164.72 feet; thence S86°07'50"W, 75.37 feet; thence S86°07'50"W, 75.37 feet; thence S03°52'10"E, 9.98 feet; thence S86°07'50"W, 25.00 feet; thence N03°52'10"W, 8.77 feet; thence S79°38'48"W, 43.63 feet; thence S40°05'47"W, 18.93 feet; thence S01°14'00"E, 86.20 feet; thence S43°45'43"W, 22.43 feet; thence S88°45'25"W, 126.99 feet; thence S43°45'32"W, 5.86 feet; thence S01°14'00"E, 68.84 feet; thence S43°45'32"W, 21.01 feet to the south line of said Lot 7; thence S88°46'00"W, 107.64 feet along the South line of said Lot 7; thence N83°25'48"W, 23.31 feet to a point of the easterly right of way of Lundy Parkway; thence along said right of way line 20.00 feet along the arc of a curve to the right, said curve has a radius of 380.00 feet, a central angle of 03°00'58", and a chord which bears N07°15'54"E, 20.00 feet; thence S83°25'48"E, 21.70 feet; thence N88°46'00"E, 97.99 feet; thence N43°45'32"E, 4.44 feet; thence N01°14'00"W, 68.84 feet; thence N43°45'32"E, 22.42 feet; thence N88°45'25"E, 76.88 feet; thence N01°14'35"W, 15.90 feet; thence N88°45'25"E, 25.00 feet; thence S01°14'35"E, 15.90 feet; thence N88°45'25"E, 25.12 feet; thence N43°45'43"E, 5.86 feet; thence N01°14'00"W, 91.32 feet; thence N42°08'55"E, 25.70 feet; thence N79°38'48"E, 67.33 feet; thence N86°07'50"E, 91.41 feet; thence N89°27'30"E, 165.42 feet; thence S89°51'03"E, 94.71 feet; thence S84°19'00"E, 110.02 feet; thence N89°01'02"E, 194.84 feet; thence S31°06'29"E, 84.72 feet; thence S01°14'00"E, 55.88 feet; thence S88°46'00"W, 20.00 feet; thence N01°14'00"W, 50.54 feet; thence N31°06'29"W, 67.86 feet; thence S89°01'02"W, 184.49 feet; thence N84°19'00"W, 53.13 feet; thence S05°41'00"W, 14.39 feet; thence N84°19'00"W, 23.44 feet; thence N05°41'00"E, 14.39 feet; thence N84°19'00"W, 10.15 feet; thence S05°41'00"W, 6.60 feet; thence S01°14'00"E, 107.94 feet; thence S46°14'00"E, 8.69 feet; thence N88°46'00"E, 299.03 feet; thence N88°46'00"E, 20.00 feet; thence S01°14'00"E, 67.22 feet; thence S46°14'00"E, 2.75 feet; thence N88°46'00"E, 119.19 feet to the westerly right of way line of Lundy Parkway; thence along said right of way line 20.24 feet along the arc of a curve to the right, said curve has a radius of 380.00 feet, a central angle of 03°03'07", and a chord which bears S10°04'31"E, 20.24 feet to the Point of Beginning. Containing 40,265.06 square feet more or less.



STOREY ENGINEERING GROUP, LLC  
48264 MANCHESTER  
MACOMB, MI 48044  
(586) 216-1043  
www.storeyengineering.com

CLIENT: SMART TOWN NORTH LLC 5487 SCHAEFER ROAD DEARBORN, MI 48126	SCALE: N/A	JOB No: 2021-020
	DATE: 5-7-25	DWG. No: 1 of 3

EXHIBIT "B"

LEGAL DESCRIPTION OF PUBLIC WATER MAIN EASEMENT  
EASEMENT LINE CALLS  
(refer to sketch)

(1)	S88°46'00"W	130.58'
(2)	N46°14'00"W	19.30'
(3)	N01°14'00"W	55.51'
(4)	S88°46'00"W	307.31'
(5)	N46°14'00"W	25.25'
(6)	N01°14'00"W	117.44'
(7)	N05°41'00"E	7.81'
(8)	N84°19'00"W	3.50'
(9)	N89°51'03"W	93.62'
(10)	S89°27'30"W	164.72'
(11)	S86°07'50"W	75.37'
(12)	S03°52'10"E	9.98'
(13)	S86°07'50"W	25.00'
(14)	N03°52'10"W	8.77'
(15)	S79°38'48"W	43.63'
(16)	S40°05'47"W	18.93'
(17)	S01°14'00"E	86.20'
(18)	S43°45'43"W	22.43'
(19)	S88°45'25"W	126.99'
(20)	S43°45'32"W	5.86'
(21)	S01°14'00"E	68.84'
(22)	S43°45'32"W	21.01'
(23)	S88°46'00"W	107.64'
(24)	N83°25'48"W	23.31'
(25)	REFER TO SKETCH	
(26)	S83°25'48"E	21.70'
(27)	N88°46'00"E	97.99'
(28)	N43°45'32"E	4.44'
(29)	N01°14'00"W	68.84'
(30)	N43°45'32"E	22.42'
(31)	N88°45'25"E	76.88'
(32)	N01°14'35"W	15.90'

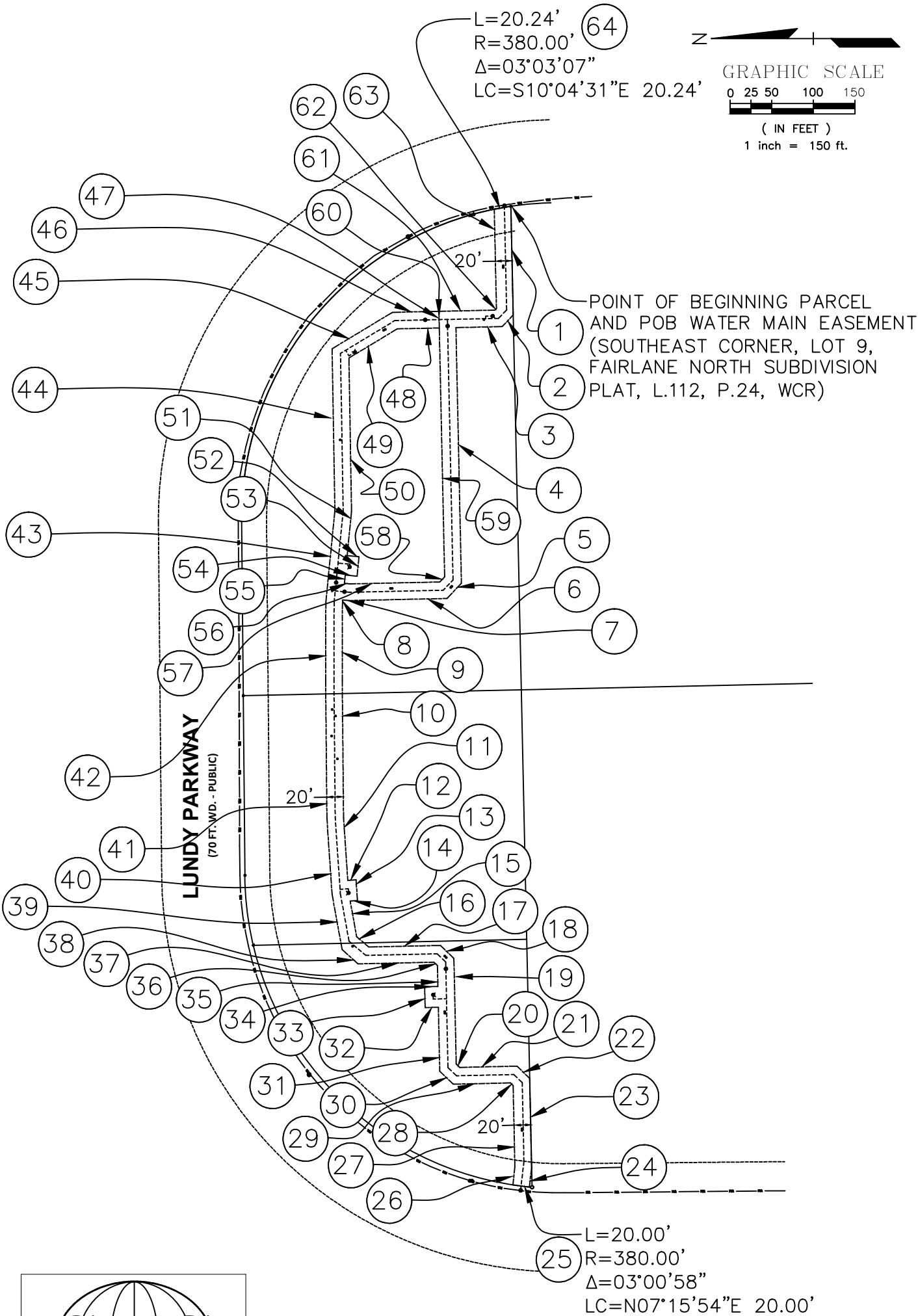
(33)	N88°45'25"E	25.00'
(34)	S01°14'35"E	15.90'
(35)	N88°45'25"E	25.12'
(36)	N43°45'43"E	5.86'
(37)	N01°14'00"W	91.32'
(38)	N42°08'55"E	25.70'
(39)	N79°38'48"E	67.33'
(40)	N86°07'50"E	91.41'
(41)	N89°27'30"E	165.42'
(42)	S89°51'03"E	94.71'
(43)	S84°19'00"E	110.02'
(44)	N89°01'02"E	194.84'
(45)	S31°06'29"E	84.72'
(46)	S01°14'00"E	55.88'
(47)	S88°46'00"W	20.00'
(48)	N01°14'00"W	50.54'
(49)	N31°06'29"W	67.86'
(50)	S89°01'02"W	184.49'
(51)	N84°19'00"W	53.13'
(52)	S05°41'00"W	14.39'
(53)	N84°19'00"W	23.44'
(54)	N05°41'00"E	14.39'
(55)	N84°19'00"W	10.15'
(56)	S05°41'00"W	6.60'
(57)	S01°14'00"E	107.94'
(58)	S46°14'00"E	8.69'
(59)	N88°46'00"E	299.03'
(60)	N88°46'00"E	20.00'
(61)	S01°14'00"E	67.22'
(62)	S46°14'00"E	2.73'
(63)	N88°46'00"E	119.19'
(64)	REFER TO SKETCH	



STOREY ENGINEERING GROUP, LLC  
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MACOMB, MI 48044  
(586) 216-1043  
www.storeyengineering.com

CLIENT: SMART TOWN NORTH LLC 5487 SCHAEFER ROAD DEARBORN, MI 48126	SCALE: N/A	JOB No: 2021-020
	DATE: 5-7-25	DWG. No: 2 of 3

EXHIBIT "B"  
SKETCH OF PUBLIC WATER MAIN EASEMENT



STOREY ENGINEERING GROUP, LLC  
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CLIENT: SMART TOWN NORTH LLC 5487 SCHAEFER ROAD DEARBORN, MI 48126	SCALE: 1"= 150'	JOB No: 2021-020
	DATE: 5-7-25	DWG. No: 3 of 3

## SEWER EASEMENT AGREEMENT

For valuable consideration, receipt of which is hereby acknowledged, Smart Town North LLC, a Michigan limited liability company, whose address is 5487 Schaefer Road, Dearborn, Michigan 48126 (Smart Town North) herein called Grantor, being title holder of the parcels of land located at 15625 Lundy Parkway, 15725 Lundy Parkway and 15825 Lundy Parkway, Dearborn, Michigan 48126, and more particularly described in **Exhibit A** annexed hereto, does hereby give, grant and convey unto the CITY OF DEARBORN, a Michigan municipal corporation, with offices at 16901 Michigan Avenue, Dearborn, Michigan 48126 (herein called Grantee), a perpetual, non-exclusive easement (herein called the Easement) and right-of-way solely for the construction, installation, maintenance, repair, alteration, operation, replacement and/or removal of a sanitary sewer and appurtenances thereto (herein collectively called the Utilities), in, upon, over, under, through, and across that portion of the land (herein collectively called the Land) in the City of Dearborn, Wayne County, Michigan, as more particularly described and depicted in **Exhibit "B"** annexed hereto.

The Easement is granted to, and accepted by, Grantee subject to the following terms and conditions:

1. All work performed by Grantee, its agents and servants, in and about the Land in connection with the construction, installation, maintenance, repair, alteration, operation, replacement and/or removal of the Utilities shall be conducted at Grantee's cost and in accordance with good engineering practice and with the least possible inconvenience to Grantor. Upon the completion of any work, Grantee, at its own cost and expense, shall promptly remove all debris, materials and equipment and restore the surface of the Land and installations thereon to the same condition including, but not limited to, replacement of roads, curbs, walks, parking areas, fences and ground cover, as the same existed prior to such work. Grantee shall also, at its own expense, replace and/or repair any property of Grantor which is damaged or destroyed as a result of Grantee's actions or the action of its agents, contractors, employees or licensees.

2. Grantor shall not erect any permanent structure within the limits of the Land, but shall at all times have the right to make such other use thereon including, without limitation, installation of gates, fences, paved walks, driveways, curbs, landscaping and/or

parking areas, as shall not be inconsistent with the exercise by Grantee of the rights and privileges granted to it hereunder.

3. Grantee shall, in the exercise of the rights and privileges granted to it hereunder, adhere to and comply with all laws, orders, regulations and ordinances applicable to the construction, installation, maintenance, repair, alteration, operation, replacement and/or removal of the Utilities and use of the Land.

4. The Easement hereby conveyed is granted subject to the existing rights, if any, of third persons including, without limitation, any and all rights of way, easements and licenses, whether of record or unrecorded, heretofore acquired or granted in, over and across the Land.

5. To the extent permitted by law, Grantee shall indemnify, defend and hold Grantor and the officers, directors, members, managers, agents, lenders and employees of Grantor, harmless from and against any and all loss, cost, liability, claim or expense, including, without limitation, attorney's fees and costs, relating to the exercise by Grantee of any of its rights or obligations hereunder.

6. If Grantee shall discontinue use of any one or more of the parcels which make up the Land for any period of sixty (60) or more consecutive months, all rights granted hereunder shall cease and terminate as to such parcel or parcels, and upon written notice from Grantor, Grantee, at its sole cost and expense, shall remove all of its property and equipment from and restore the surface of such parcel or parcels.

7. The Easement shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto.

8. If any term, covenant, condition or provision of this Agreement is, at any time or to any extent, declared invalid or unenforceable, the remainder of this Agreement will not be affected thereby, it being the intent of the parties that this Agreement and each provision hereof will be enforceable and enforced to the fullest extent permitted by law. This Agreement represents the entire agreement between the parties hereto with respect to the subject matter hereof, and all prior or extrinsic agreements, understandings or negotiations will be deemed merged herein. All Exhibits referenced in and attached to this Agreement are incorporated into this Agreement and made a part hereof.

9. No purported modification of the terms of this Agreement, or purported waiver by any party of any of its rights and interests hereunder, will be binding unless and except to the extent specifically set forth in a written instrument executed by the party against whom enforcement of the purported modification or waiver is sought. This Agreement does not create, and shall not be construed as creating, any rights enforceable by any person not a party to this Agreement. Nothing herein will be deemed to be a grant or dedication of any portion of the Land to or for the general public or for any public purposes whatsoever, it being the intention of the parties hereto that this Agreement be strictly limited to the purposes expressed herein.

10. All obligations, liabilities, covenants and agreements of Grantee in this Agreement shall survive the consummation of the transactions contemplated in this Agreement. This Agreement will be governed and construed in accordance with the laws of the State of Michigan without reference to its conflict of laws principles.

**SPACE INTENTIONALLY LEFT BLANK**

8.

IN WITNESS WHEREOF, Grantor and Grantee have caused this instrument to be duly executed and shall be in effect on the date last notarized below.

**Smart Town North LLC,**  
a Michigan limited liability company

By: \_\_\_\_\_,  
its \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

STATE OF MICHIGAN                    )  
  ) ss.  
COUNTY OF WAYNE                    )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by \_\_\_\_\_ as \_\_\_\_\_ of Smart Town North LLC., a Michigan corporation, as \_\_\_\_\_ of Smart Town North LLC, a Michigan limited liability company.

WITNESS my hand and official seal.

\_\_\_\_\_  
Notary Public

Printed Name: \_\_\_\_\_

My commission expires: \_\_\_\_\_.

STATE OF MICHIGAN)

COUNTY OF WAYNE)

On this\_\_day of \_\_\_\_\_ , 2025, before me appeared \_\_\_\_\_ to me personally known who, being sworn by me, did say that he is the City Engineer of the City of Dearborn, and that said instrument was signed on behalf of The City of Dearborn by authority of C.R. \_\_\_\_\_ attached as **Exhibit C**, and acknowledged said instrument to be the free act and deed of The City of Dearborn.

WITNESSES:

City of Dearborn

\_\_\_\_\_

\_\_\_\_\_

City Engineer

\_\_\_\_\_

\_\_\_\_\_

Notary Public  
Wayne County, Michigan  
Commission expires: \_\_\_\_\_

This instrument was prepared by:

When recorded return to:

Jeremy J. Romer  
Corporation Counsel  
Legal Department  
16901 Michigan Avenue, Suite 14  
Dearborn, Michigan 48126-2967

CITY OF DEARBORN  
Dearborn Administrative Center  
Engineering Division  
16901 Michigan Avenue, Suite 19  
Dearborn, Michigan 48126-2967

EXHIBIT "A"  
LEGAL DESCRIPTION OF GRANTOR PARCEL

Legal Description of Parcel (As Surveyed)

A parcel lying in the SE 1/4, of the SW 1/4 of Section 12, Town 2 South, Range 10 East, City of Dearborn, Wayne County, Michigan, said parcel described as Lots 7, 8 and 9 of Fairlane North Subdivision Plat as recorded in Liber 112, Page 24 of Wayne County Records, more particularly described as: BEGINNING at the SE corner of said Lot 9, thence along the South line of said Lots 9, 8 & 7, S88°46'00"W, 1178.98 feet to the SW corner of said Lot 7 and the Right-of-Way line for Lundy Parkway (70 Foot Wide—Public—R/W); thence along said Northwesterly line of Lot 7 and ROW line, 558.37 feet, along the arc of a curve to the right, said curve has a radius of 380.00 feet, a central angle of 84°11'20", and a chord which bears N47°22'15"E, 509.49 feet; thence continuing along said ROW line and North line of said Lot 8 and 9, N89°27'58"E, 424.54 feet; thence continuing along said ROW line and North line of said Lot 9, 543.88 feet, along the arc of a curve to the right, said curve has a radius of 380.00 feet, a central angle of 82°00'30", and a chord which bears S49°31'50"E, 498.65 feet to POINT OF BEGINNING, containing 7.671 acres, also subject to any easements or restrictions, if any.



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CLIENT:

SMART TOWN NORTH LLC  
5487 SCHAEFER ROAD  
DEARBORN, MI 48126

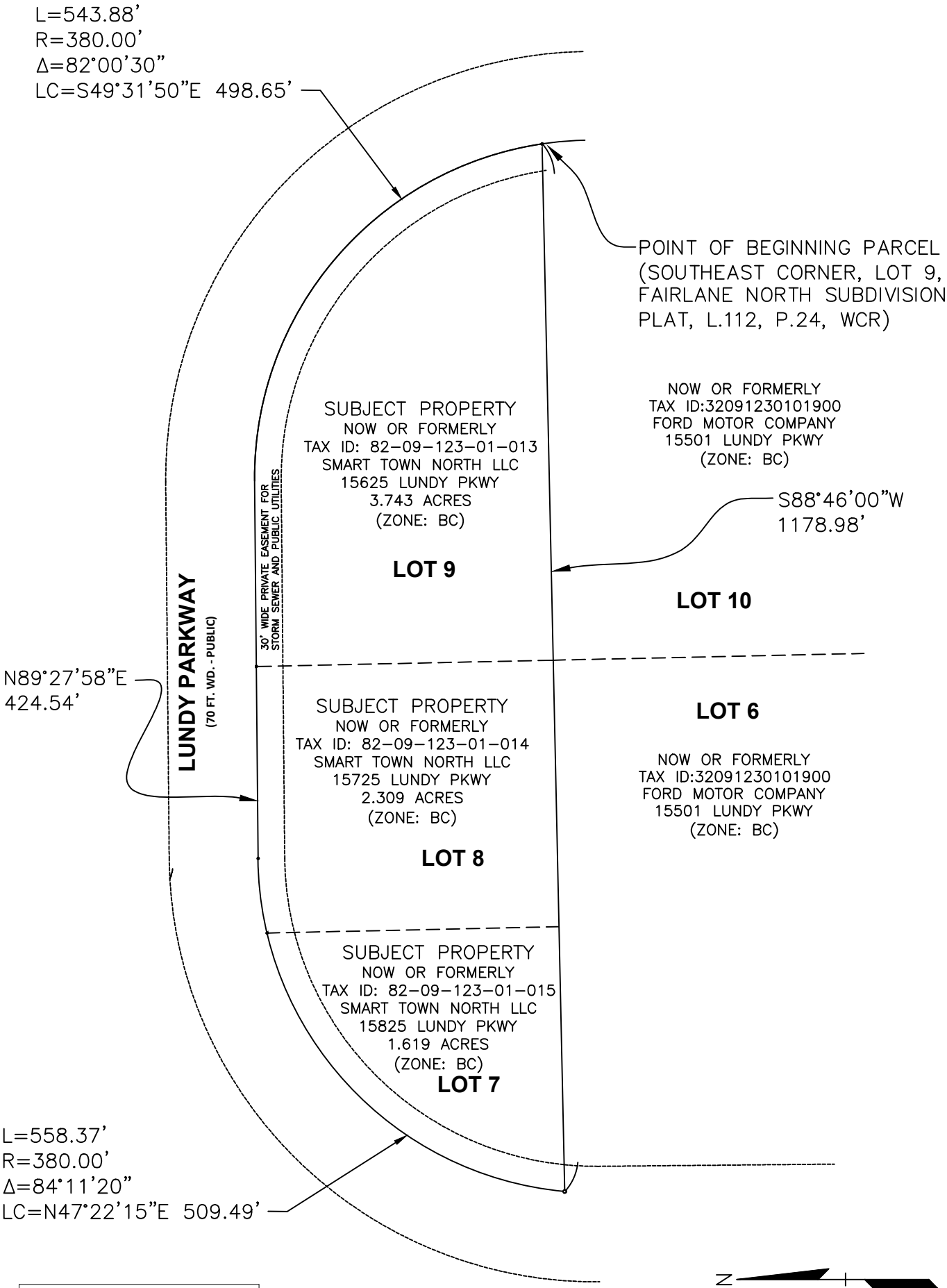
SCALE: N/A

JOB No: 2021-020

DATE: 5-7-25

DWG. No: 1 of 2

EXHIBIT "A"  
SKETCH OF PARCEL



STOREY ENGINEERING GROUP, LLC  
48264 MANCHESTER  
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CLIENT:  
SMART TOWN NORTH LLC  
5487 SCHAEFER ROAD  
DEARBORN, MI 48126

SCALE: 1"= 150'	JOB No: 2021-020
DATE: 5-7-25	DWG. No: 2 of 2

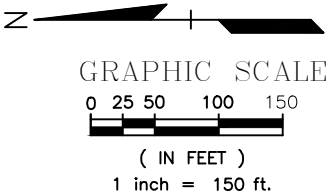


EXHIBIT "B"

LEGAL DESCRIPTION OF PUBLIC SANITARY SEWER EASEMENT

Easement Description:

A 20 foot wide easement over Lots 7, 8 & 9 of Fairlane North Subdivision Plat, as recorded in Liber 112, Page 24, Wayne County Records (Tax Number's 82-09-123-01-015, 82-09-123-01-014 and 82-09-123-01-013) as described on Exhibit A, situated in the Southeast 1/4 of Section 12, T.2S., R.10E., City of Dearborn, Wayne County, Michigan; said sanitary sewer easement being more particularly described as: commencing at the Southeast Corner of Lot 9 of Fairlane North Subdivision Plat, as recorded in Liber 112, Page 24, Wayne County Records; thence S88°46'00"W, 19.75 feet along the South line of said Lot 9; thence N01°14'00"W, 7.79 feet to the Point of Beginning of said sanitary sewer easement; thence S88°46'00"W, 150.47 feet; thence N01°14'00"W, 87.37 feet; thence S88°46'00"W, 234.95 feet; thence N78°14'16"W, 92.59 feet; thence N01°14'00"W, 124.15 feet; thence S89°42'14"W, 228.28 feet; thence S82°10'58"E, 195.32 feet; thence S01°14'00"E, 144.60 feet; thence S88°45'25"W, 94.45 feet; thence S00°46'00"W, 42.66 feet; thence N89°14'00"W, 20.00 feet; thence N00°46'00"E, 61.97 feet; thence N88°45'25"E, 93.77 feet; thence N01°14'00"W, 142.43 feet; thence N82°10'58"E, 214.46 feet; thence N89°42'14"E, 240.06 feet; thence S83°12'50"E, 71.16 feet; thence S06°47'10"W, 20.00 feet; thence N83°12'50"W, 59.03 feet; thence S01°14'00"E, 106.57 feet; thence S78°14'16"E, 74.40 feet; thence N88°46'00"E, 252.68 feet; thence S01°14'00"E, 87.37 feet; thence N88°46'00"E, 130.47 feet; thence S01°14'00"E, 20.00 feet to the Point of Beginning. Containing 29,499.35 square feet more or less.



STOREY ENGINEERING GROUP, LLC  
48264 MANCHESTER  
MACOMB, MI 48044  
(586) 216-1043  
www.storeyengineering.com

CLIENT: SMART TOWN NORTH LLC 5487 SCHAEFER ROAD DEARBORN, MI 48126	SCALE: N/A	JOB No: 2021-020
	DATE: 5-7-25	DWG. No: 1 of 3

EXHIBIT "B"

LEGAL DESCRIPTION OF PUBLIC SANITARY SEWER EASEMENT

EASEMENT LINE CALLS  
(refer to sketch)

①	S88°46'00"W	19.75'
②	N01°14'00"W	7.79'
③	S88°46'00"W	150.47'
④	N01°14'00"W	87.37'
⑤	S88°46'00"W	234.95'
⑥	N78°14'16"W	92.59'
⑦	N01°14'00"W	124.15'
⑧	S89°42'14"W	228.28'
⑨	S82°10'58"E	195.32'
⑩	S01°14'00"E	144.60'
⑪	S88°45'25"W	94.45'
⑫	S00°46'00"W	42.66'
⑬	N89°14'00"W	20.00'
⑭	N00°46'00"E	61.97'
⑮	N88°45'25"E	93.77'
⑯	N01°14'00"W	142.43'
⑰	N82°10'58"E	214.46'
⑱	N89°42'14"E	240.06'
⑲	S83°12'50"E	71.16'
⑳	S06°47'10"W	20.00'
㉑	N83°12'50"W	59.03'
㉒	S01°14'00"E	106.57'
㉓	S78°14'16"E	74.40'
㉔	N88°46'00"E	252.68'
㉕	S01°14'00"E	87.37'
㉖	N88°46'00"E	130.47'
㉗	S01°14'00"E	20.00'



STOREY ENGINEERING GROUP, LLC  
48264 MANCHESTER  
MACOMB, MI 48044  
(586) 216-1043  
www.storeyengineering.com

CLIENT:

SMART TOWN NORTH LLC  
5487 SCHAEFER ROAD  
DEARBORN, MI 48126

SCALE: N/A

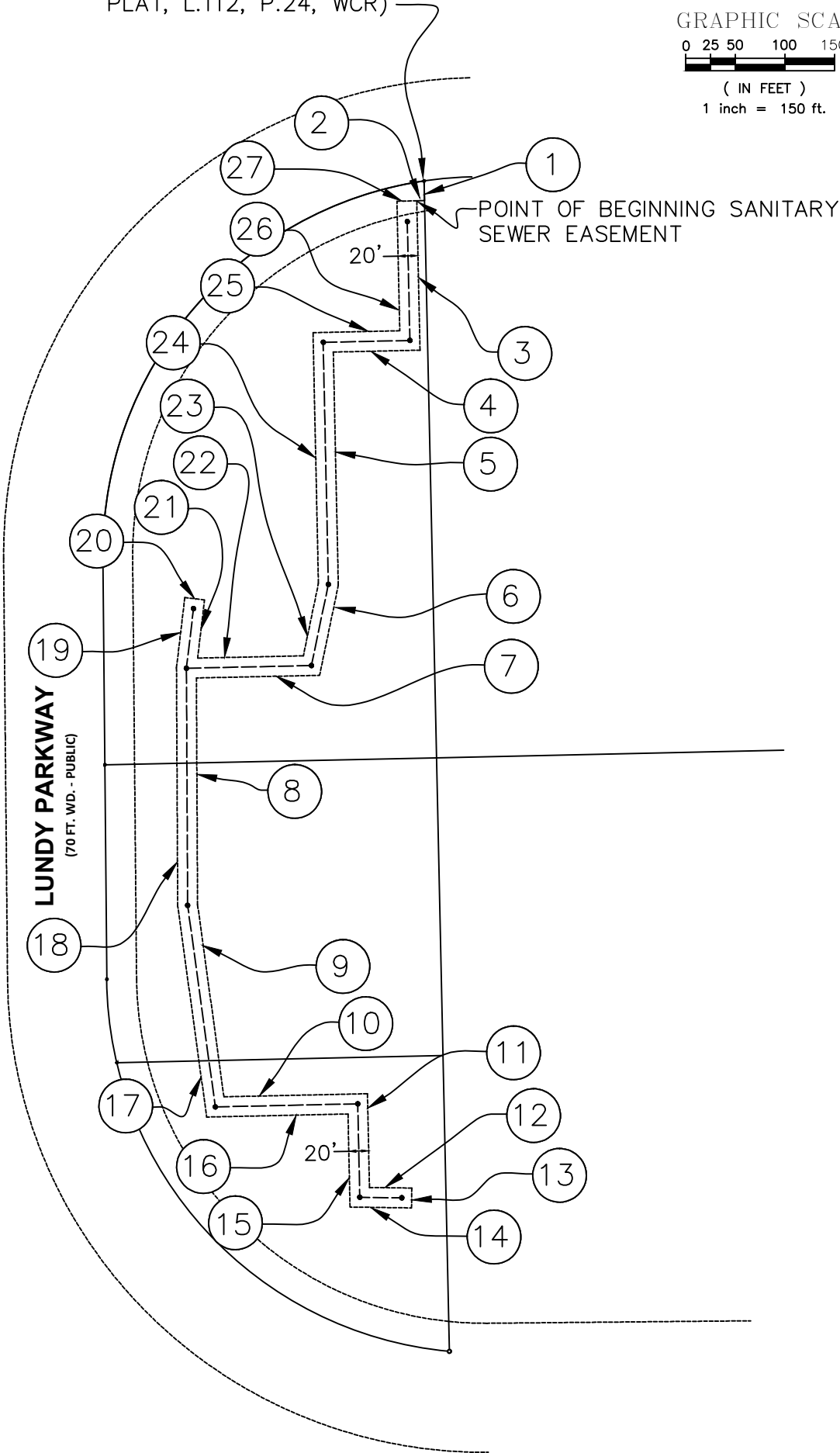
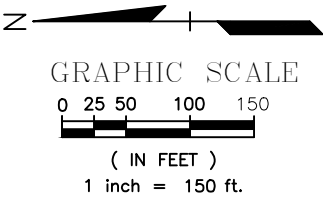
JOB No: 2021-020

DATE: 5-7-25

DWG. No: 2 of 3

EXHIBIT "B"  
SKETCH OF PUBLIC SANITARY SEWER EASEMENT

POINT OF BEGINNING PARCEL  
(SOUTHEAST CORNER, LOT 9,  
FAIRLANE NORTH SUBDIVISION  
PLAT, L.112, P.24, WCR)



STOREY ENGINEERING GROUP, LLC  
48264 MANCHESTER  
MACOMB, MI 48044  
(586) 216-1043  
www.storeyengineering.com

CLIENT:  
SMART TOWN NORTH LLC  
5487 SCHAEFER ROAD  
DEARBORN, MI 48126

SCALE: 1"= 150'	JOB No: 2021-020
DATE: 5-7-25	DWG. No: 3 of 3



## FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

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Immediate Effect Requested

**REQUEST:** Award of Contract for Water Main Replacement & Asphalt Street Resurfacing-Phase 3 – 2025 (Dearborn Job No. 2024-019).

**DEPARTMENT:** The Department of Public Works & Facilities/Engineering Division, in conjunction with Purchasing

**BRIEF DESCRIPTION:** Award of contract to Diponio Contracting LLC, which submitted the lowest responsive and responsible bid in the amount of \$6,298,503.

---

**PRIOR COUNCIL ACTION:** 6-276-23, 7-340-23, 11-566-23

---

### BACKGROUND:

The Water Main Replacement & Asphalt Street Resurfacing projects are annual contracts to replace aged water mains and resurface deteriorated streets.

---

### FISCAL IMPACT:

- Award in the amount of \$6,298,503
  - A contingency in the amount of \$200,000 is being requested.
- 

### COMMUNITY IMPACT:

- The aged 6-inch diameter existing water main will be replaced with new 8-inch and 12-inch diameter water mains.
  - Deteriorated streets will be resurfaced with new asphalt, curb, and gutter pavement.
  - Lead water service lines will be replaced from the City's new water main to 18 inches inside basements (which is up to the water meters in most cases).
- 

### IMPLEMENTATION TIMELINE:

Project will begin as soon as contract is complete pending City Council approval.

---

### COMPLIANCE/PERFORMANCE METRICS:

Contract will be monitored by the Engineering Project Team.

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

---

**TO:** City Council  
**FROM:** City Administration  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Award of Contract for Water Main Replacement and Asphalt Street Resurfacing, Phase 3 – 2025 (Dearborn Job No. 2024-019)  
**DATE:** May 5, 2025

---

**Budget Information**

Project:	Q74083 – Street Resurfacing & Water Main
Total Approved Project Budget:	\$8,054,846
Available Project Budget:	\$8,032,435
Requested Amount:	\$6,298,503
Contingency Amount:	\$200,000
Funding Source:	Major Streets, Local Streets, Water, and Sewer Funds – Capital Project Support.
Supplemental Budget:	N/A

**Summary of Request**

Purchasing, on behalf of the Department of Public Works/Engineering Division, recommends the award of a contract for water main replacement and asphalt street resurfacing to Diponio Contracting LLC, which submitted the lowest responsive and responsible bid in the amount of \$6,298,503.

Further, a contingency in the amount of \$200,000 is being requested to allow for unforeseen conditions and quantity variances that may be encountered during the execution of the project. It is also requested that the City Engineer be authorized to execute all change orders or modifications that utilize all approved contingency.

It is respectfully requested that Council authorize the award and contingency with immediate effect to facilitate timely completion of the project. The resulting contract shall not be binding until fully executed.

**Background and Justification**

The Water Main Replacement & Asphalt Street Pavement Resurfacing are annual contracts to replace aged water mains and to resurface deteriorated streets. Under this contract, the water main will be replaced and the street will be resurfaced at the following locations:

- Calhoun from Leonard to Osborn
- Bryan from Schaefer to Lois
- Bingham from Leonard to Michigan Avenue
- Jonathon from Prospect to Michigan Avenue



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

- Leonard from Schaefer to Irving

Under this contract, approximately 7,812 L.F. of old 6-inch diameter water main will be replaced with new 6,550 L.F. of 8-inch and 1,162 L.F. of 12-inch diameter water mains; and approximately 7,550 L.F. of roads will be resurfaced with new asphalt, concrete curb, and gutter pan. Lead water service lines will be replaced from the City's new water main to 18 inches inside basements (up to the water meters in most cases) for approximately 55 houses as part of the project.

### **Procurement Process**

Purchasing solicited bids with process details as follows:

Process: Invitation to Bid

Issue Date: April 15, 2025

Deadline Date: May 5, 2025

Vendors Solicited: 672

Solicitations Obtained: 82

Bids Received: 5

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

<b>BIDDER</b>	<b>TOTAL BID</b>
Diponio Contracting LLC	\$6,298,502.90
Eminent Excavating LLC	\$6,485,231.50
Pamar Enterprises, Inc.	\$6,694,893.65
Major Contracting Group	\$6,956,389.00
LGC Global	\$7,986,524.00

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



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Prepared By:

DocuSigned by:  
Mark Rozinsky

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Mark Rozinsky, Purchasing Manager

Department Approval:

DocuSigned by:  
Tim Hawkins

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Tim Hawkins, Director of Public Works & Facilities

DocuSigned by:  
Soud El-Jamaly

8FDE443B37F442...

Soud El-Jamaly, City Engineer

Budget Approval:

DocuSigned by:  
Michael Kennedy

F77919D1421447F...

Michael Kennedy, Finance Director/Treasurer

DS  
CJ

Corporation Counsel Approval:

DocuSigned by:  
Jeremy Romer

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Jeremy J. Romer, Corporation Counsel



## FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**REQUEST:** Award of contract for the installation and replacement of fencing at the DPW yard..

**DEPARTMENT:** Department of Public Works & Facilities (DPWF), in conjunction with Purchasing.

---

**BRIEF DESCRIPTION:** The fence replacement at the DPW yard is necessary to meet updated compliance requirements from the Railroad, Wayne County, and EGLE (Michigan Department of Environment, Great Lakes, and Energy).

---

**PRIOR COUNCIL ACTION:** N/A

---

**BACKGROUND:** The fence replacement at the DPW yard is necessary to meet updated compliance requirements from the Railroad, Wayne County, and EGLE (Michigan Department of Environment, Great Lakes, and Energy). The existing fence along I-94, the Rouge River, and the railroad has deteriorated and no longer meets current safety and regulatory standards. A full replacement is required to secure the perimeter, ensure environmental protection, and maintain proper separation from adjacent infrastructure in accordance with Railroad, County, and EGLE guidelines.

---

**FISCAL IMPACT:** Requested amount \$203,265.00

---

**COMMUNITY IMPACT:** The fence replacement at the DPW yard will have a positive impact on the community by improving overall safety and security around the site. A new, compliant fence will help prevent unauthorized access, reduce the risk of accidents, and ensure the area remains protected from potential environmental hazards. It will also enhance the appearance of the property along key corridors such as I-94, the Rouge River, and the Railroad, contributing to a cleaner and more orderly public space. Ultimately, this project supports the City's commitment to maintaining safe, secure, and environmentally responsible infrastructure.

---

**IMPLEMENTATION TIMELINE:** After City Council approval.

---

**COMPLIANCE/PERFORMANCE METRICS:** DPWF will manage the install and completion of this project.



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**TO:** City Council

**FROM:** City Administration

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Award for Fencing at DPWF

**DATE:** 5/5/2025

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### **Budget Information**

Project:	J28124 - DPW Facility Updates
Total Approved Project Budget:	\$2,000,442
Available Project Budget:	\$629,855
Requested Amount:	\$203,265
Funding Source:	Facilities Fund, Public Works, Capital Project Support
	Construction Contractor
Supplemental Budget:	N/A

### **Summary of Request**

The fence replacement at the DPW yard is necessary to meet updated compliance requirements from the Railroad, Wayne County, and EGLE (Michigan Department of Environment, Great Lakes, and Energy).

Immediate effect is requested.

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

### **Background and Justification**

The fence replacement at the DPW yard is necessary to meet updated compliance requirements from the Railroad, Wayne County, and EGLE (Michigan Department of Environment, Great Lakes, and Energy). The existing fence along I-94, the Rouge River, and the Railroad has deteriorated and no longer meets current safety and regulatory standards. A full replacement is required to secure the perimeter, ensure environmental protection, and maintain proper separation from adjacent infrastructure in accordance with Railroad, County, and EGLE guidelines.

The fence replacement at the DPW yard will have a positive impact on the community by improving overall safety and security around the site. A new, compliant fence will help prevent unauthorized access, reduce the risk of accidents, and ensure the area remains protected from potential environmental hazards. It will also enhance the appearance of the property along key corridors such as I-94, the Rouge River, and the Railroad, contributing to a cleaner and more orderly public space. Ultimately, this project supports the city's commitment to maintaining safe, secure, and environmentally responsible infrastructure.



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

### Procurement Process

Purchasing solicited bids with process details as follows:

Process: Invitation to Bid (ITB)

Issue Date: February 20, 2025

Deadline Date: April 7, 2025

Solicitations Obtained: 45

Bids Received: 3

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

BIDDER	TOTAL BID PRICE
American Fence & Supply Co., Inc.	\$415,042.00
Mustang Fence Company	\$203,265.00
Nationwide Construction Group	\$510,520.00

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

### Prepared By:

Signed by:

*Rosette Fisher*

B20D00133BAE387A4...  
Rosette Fisher, Buyer

### Department Approval:

DocuSigned by:

*Tim Hawkins*

35BABC85BED3456...  
Tim Hawkins, Public Works & Facilities Director

### Budget Approval:

DocuSigned by:

*Michael Kennedy*

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Michael Kennedy, Finance Director/ Treasurer

Initial

*alk*

### Corporation Counsel Approval:

DocuSigned by:

*Jeremy Romer*

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Jeremy J. Romer, Corporation Counsel



**LAW**

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**REQUEST: Amend the City's Administrative Fees Ordinance – Chapter 2, Article VII of the Code of Ordinances**

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**DEPARTMENT:** Law

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**BRIEF DESCRIPTION:**

Amendment of the existing administrative fees ordinance to establish the City Clerk provides birth and death records (i.e., vital records), establishes criteria for requesting and obtaining the records, and creates fee schedule.

---

**PRIOR COUNCIL ACTION:**

This is a new ordinance, so there has been no previous action taken by council to establish regulations for vital records. The chapter of the Code where the new ordinance will be located was last amended on May 21, 2002.

---

**BACKGROUND:**

The proposed amendment was requested by City Council at the Budget Session on April 2, 2025. City Council requested creation of an ordinance that codified fees and discounts for birth certificates and death certificates. The requested amended ordinance is attached for Council review.

The proposed amendment establishes the City Clerk provides birth and death records, establishes criteria based on state law for who is able to request and obtain the records, and creates an unwaivable fee schedule including discounts for seniors requesting their own birth certificates.

---

**FISCAL IMPACT:**

The proposed amendment increases the fee to obtain a birth or death record from \$20.00 to \$25.00. However, seniors requesting their own birth record will receive a discount fee of \$15.00. Each additional copy of the same record will remain \$5.00.

---

**COMMUNITY IMPACT:**

The proposed amendment increases the current fee for vital records, so there will be an added cost to residents and nonresidents. Seniors requesting their own birth record will be subject to a discounted fee.

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**IMPLEMENTATION TIMELINE:**

This is an ordinance amendment and requires two readings to go into effect.

---

**COMPLIANCE/PERFORMANCE METRICS:**

N/A

**LAW****EXECUTIVE SUMMARY AND MEMORANDUM**

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**TO:** City Council

**FROM:** Corporation Counsel

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Amendments to City's Administrative Fees Ordinance (Code of Ordinances)

**DATE:** April 22, 2025

---

**Summary of Request**

The City's Administrative Fee Ordinance, located at Chapter 2, Article VII, of the Code of Ordinances, was last amended on May 21, 2002. It currently provides the administrative fee for combining platted lots and the fee for industrial facilities tax exemption districts.

The proposed amendments to the Ordinance are being made at the request of City Council following the Budget Session on April 2, 2025. City Council requested creation of an ordinance that codified fees and discounts for birth certificates and death certificates (i.e., vital records). The proposed amendment establishes that the City Clerk provides birth and death records to the public, establishes criteria for who is able to request and obtain the records, and creates an unwaivable fee schedule including a discount for seniors requesting their own birth record.

The amendments are aligned with MCL 333.2882, which designates who may obtain a birth record in Michigan. Specifically, the following people are permitted to request a birth record:

- 1) the individuals listed on the birth record,
- 2) the mother or father named on the birth certificate with valid photo identification,
- 3) the legal guardian with valid photo identification and signed guardianship paperwork,
- 4) the heir, if the individual is deceased, with legal presentative documentation,
- 5) a court of competent jurisdiction, and
- 6) any other individual or representative with authority to obtain these records under Michigan law.

Lastly, the proposed amendment increases the fee for birth and death records from \$20.00 to \$25.00, with a discounted price for seniors requesting their own record of \$15.00. Each additional copy of the same record will remain \$5.00.

Adoption of the proposed ordinance amendments is recommended.



**LAW**

## EXECUTIVE SUMMARY AND MEMORANDUM

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Respectfully submitted,

DocuSigned by:

*Gopi Patel*

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**GOPI P. PATEL**

Assistant Corporation Counsel

APPROVAL:

DocuSigned by:

*Jeremy Romer*

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**JEREMY J. ROMER**

Corporation Counsel

**GEORGE DARANY**  
City Clerk

ATTACHMENT

ORDINANCE NO. 25-\_\_\_\_\_

AN ORDINANCE TO AMEND CHAPTER 2 OF THE CODE OF  
ORDINANCES FOR THE CITY OF DEARBORN BY AMENDING  
ARTICLE VII, TITLED "ADMINISTRATIVE FEES"

THE CITY OF DEARBORN ORDAINS TO:

Amend Chapter 2, Article VII in the Code of the City of Dearborn, to add Sec. 2-638 and to read as follows:

**Sec. 2-638. – Vital Records; Individuals who may request birth records; Fees.**

(a) *Vital Records.* Upon written request, to the extent available and subject to applicable law, the City Clerk shall provide individuals with copies of records for births and deaths that have occurred within City limits.

(b) *Individuals who may request birth records.* Pursuant to MCL 333.2882, the following people shall be permitted to request a birth certificate:

- (1) The person named on the certificate with valid photo identification;
- (2) The mother or father named on the certificate with valid photo identification;
- (3) The legal guardian with valid photo identification and signed guardianship paperwork;
- (4) The heir, if the individual is deceased, with legal representative documentation;
- (5) A court of competent jurisdiction;
- (6) Any other individual, agency, or representative with authority to obtain these records under Michigan law.

(c) *Fees.* Except as otherwise stated, the fee for birth and death records shall be nonwaivable and nonrefundable.

- (1) The fee for a birth certificate is \$25.00, with the exception of seniors, aged 65 and older, who may obtain their own birth certificate for \$15.00.
- (2) The fee for a death certificate is \$25.00.
- (3) The fee for each additional copy of the same record is \$5.00.

**Secs. ~~2-638~~ 2-639—2-699. - Reserved.**



## LAW

## EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** Amend the City's Food Truck Ordinance (Code of Ordinances, Chapter 12, Article VIIA)

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**DEPARTMENT:** Law

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**BRIEF DESCRIPTION:** The proposed amendments:

- 1) Add the same propane regulations that were recently added to the food truck park zoning ordinance council adopted on 4/22, which includes reference to applicable Fire Code guidelines;
- 2) Require the Clerk to keep a copy of a licensee's state licensure (e.g., "STFU") for the duration of the local license, which is necessary to track the types of food trucks because the food truck park ordinance differentiates between STFU's and mobile food establishments ("MFE");
- 3) Add reference titles to regulations to make it easier to locate in the ordinance; and
- 4) Make aesthetic changes to make the ordinance easier to navigate and reference.

---

**PRIOR COUNCIL ACTION:** The Food Truck Licensing Ordinance was previously amended in January 2024.

---

**BACKGROUND:** The proposed amendments are requested to mirror the recently adopted food truck park ordinance, and to avoid regulatory gaps between the two ordinances.

---

**FISCAL IMPACT:** The proposed amendments have no fiscal impact.

---

**COMMUNITY IMPACT:**

- Added clarity on applicable propane regulations will help ensure the safe use of propane tanks by food trucks in the city.
- The ordinance will be easier to reference and navigate, which will reduce confusion with the requirements for licensure.

---

**IMPLEMENTATION TIMELINE:** Ordinance amendments require two readings before adoption.

---

**COMPLIANCE/PERFORMANCE METRICS:** N/A


**LAW**

## EXECUTIVE SUMMARY AND MEMORANDUM

**TO:** City Council

**FROM:** Corporation Counsel

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Food Truck Licensing Ordinance amendments

**DATE:** April 24, 2025

The Food Truck Licensing Ordinance sets minimum standards for licensure, including but not limited to, insurance and safety requirements. The proposed amendments incorporate regulations found in the recently adopted food truck park zoning ordinance, which had second reading on April 22, 2025, and include regulations related to the use of propane tanks and the different types of licenses issued by the state.

The proposed amendments make the following changes:

- 1) Adds the same propane regulations that were recently added to the food truck park zoning ordinance council adopted on 4/22, including reference to applicable Fire Code guidelines;
- 2) Requires the Clerk to keep a copy of a licensee's state licensure (e.g., "STFU") for the duration of the local license. This will assist city staff in knowing what types of food trucks are operating within the City, which is necessary because the recently adopted food truck park ordinance differentiates between STFU's and mobile food establishments ("MFE");
- 3) Adds reference titles to regulations to make it easier to locate within the ordinance; and
- 4) Makes aesthetic changes to the ordinance -- such as breaking-up dense paragraphs, indenting subsections, and labeling subsections – to make the ordinance easier to navigate and reference.

Respectfully submitted,

DocuSigned by:

*Bradley Mendelsohn*

BRADLEY J. MENDELSON  
Deputy Corporation Counsel

DocuSigned by:

*Jeremy Romer*

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JEREMY J. ROMER  
Corporation Counsel

Signed by:

*George Darany*

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GEORGE DARANY  
City Clerk

**ORDINANCE NO. 25-\_\_\_\_\_**

**AN ORDINANCE TO AMEND CHAPTER 12 OF THE  
CODE OF ORDINANCES FOR THE CITY OF DEARBORN  
BY AMENDING ARTICLE VIIA, TITLED “FOOD TRUCKS.”**

**THE CITY OF DEARBORN ORDAINS TO:**

**Amend Chapter 12, Article VIIA, as follows:**

**ARTICLE VIIA. FOOD TRUCKS**

**Sec. 12-250. - Definitions.**

*Food trucks* shall mean a business serving or offering for sale food and/or beverages from a mobile food unit which, for purposes of this article, shall mean a fully enclosed vehicle or trailer that is also licensed by the state as a mobile food service establishment or special transitory food unit.

*Local Health Department* shall mean the health department having jurisdiction in the city where the mobile food service establishment is based (Act 92 of 2000, MCL 289.3105).

*Mobile food service establishment* shall mean a food service establishment operating from a vehicle or trailer which is not fully equipped for full food service and, therefore, must return to a licensed commissary at least once every 24 hours for servicing and maintenance (Act 92 of 2000, MCL 289.1109, MCL 289.6135).

*Special transitory food unit (or “STFU”)* shall mean a temporary food service establishment licensed to operate without 14-day limits or a mobile food establishment that is not required to return to a commissary (Act 92 of 2000, MCL 289.1111, MCL 289.6137).

(Ord. No. 18-1613, 6-12-18; Ord. No. 22-1743, 5-24-22; Ord. No. 23-1805, 1-9-24)

**Sec. 12-251. - License required; compliance and scope of article.**

- a) It shall be unlawful for any food truck to operate in the City of Dearborn without first obtaining a food truck license from the city clerk and pursuant to the provisions of this article.
- b) It shall be unlawful for any person to assist or help any person with the operation of a food truck in the City of Dearborn except as provided by this article.
- c) The provisions of this article shall apply to food trucks operating in the city pursuant to the terms and conditions in this article.

(Ord. No. 18-1613, 6-12-18; Ord. No. 22-1743, 5-24-22; Ord. No. 23-1805, 1-9-24)

**Sec. 12-252. - Application, review, and inspection; reservation of location not guaranteed; application on behalf of food trucks at events.**

- a) *Application.* The application for a food truck license shall be on forms approved by the city clerk and shall include the following information:
- 1) Name of the applicant; name of the business; applicant's signature; phone number, email contact, and business address of the applicant.
  - 2) If the owner of the business is different than the applicant, name of the business owner; owner's signature; phone number, email contact, and business address of the owner.
  - 3) Information on the food truck, including the year, make and model of the vehicle or unit and its dimensions.
  - 4) A statement of the status of monies owed to the city including, but not limited to, water bills, real property taxes, personal property taxes, and miscellaneous fees. An applicant with any unpaid fees owed to the city shall not be eligible for a license under this article.
  - 5) Copies of all necessary licenses or permits issued by the Wayne County Health Department, another county health department in the State of Michigan, and/or the State of Michigan, including but not limited to a copy of the food service establishment license issued by the State of Michigan, Michigan Department of Agriculture and Rural Development, or successor agency.
    - a. *Retention of state license.* The Clerk shall keep a copy of the type of state license (e.g., mobile food establishment or special transitory food unit) that each licensee under this article has for the duration of their local license.
  - 6) A signed statement that the licensee shall hold harmless and indemnify the city, their officers, and employees for any claims for damage to property or injury to persons which may occur as a result of any activity carried on under the terms of the license.
  - 7) Proof of insurance coverage as follows:
    - a. Proof of commercial general liability policy with limits of no less than \$1,000,000.00 per occurrence with a \$2,000,000.00 general aggregate including products liability issued by an insurer licensed to do business in the State of Michigan.
    - b. For food trucks operating on city-owned public property, insurance coverage naming the city as an additional insured is required.

- c. Proof of liability and property damage motor vehicle policy with limits of no less than \$1,000,000.00 used by an insurer licensed to do business in the State of Michigan.
- b) *Fee*. Payment of the non-refundable fee listed in chapter 12, section 12-6 of the code of ordinances shall be submitted with the application.
- c) *Code compliance*. In addition to the application requirements under this subsection, each applicant must successfully pass review and inspection to ensure that they are in compliance with all relevant requirements of the fire prevention code.
- d) *Inspection requirements; proof of inspection*. The following inspection requirements shall apply:
  - 1) *Consent to inspection*. The filing of an application for a food truck license shall constitute consent to inspection by the City's Fire Department for the purpose of ensuring compliance with the specific regulations of this article, the City's Code of Ordinances, and applicable law. This subsection shall be narrowly construed by the City to authorize reasonable inspections of the food truck pursuant to this article.
  - 2) *Scheduling and scope of inspection*. Upon the filing of a completed application, the city clerk shall forward a copy of the application to the Dearborn fire department to schedule an inspection. *Inspections will occur during normal city business hours or at another mutually agreeable time, and the applicant shall allow representatives of the Fire Department into the food truck to complete inspection. Inspections of the food truck shall be for the following:*
    - a. ~~(i)-compliance~~ Compliance with the City's fire prevention code Fire Prevention Code, Sec. 10-38 of the Code of Ordinances, including but not limited to code requirements related to propane use and storage, as referenced in Sec. 12-255 of this article;
    - b. (ii) ~~and inspection~~ Inspection of the food truck for compliance with generator noise decibel levels. *Per Sec. 12-255 below, All all* generators must operate at a level of eighty (80) decibels or lower, exclusive of any other noise, when measured from a distance of fifteen (15) feet.; *and*
    - c. ~~and (iii)-an~~ An inspection to confirm that exhaust from the food truck is directed away from the service side of the vehicle; *and* ~~(iv)~~
  - 3) *Alternative inspection*. Proof from the Western Wayne County Fire Department Mutual Aid Association that the applicant's food truck complies with the fire safety, *propane*, generator noise decibel, and

exhaust requirements of this article is sufficient if proof of such compliance is provided to the Dearborn Fire Marshall for verification.

4) ~~(e).~~ ~~Filing an application for a food truck license shall constitute consent to inspection by the fire department for the purpose of ensuring compliance with the specific regulations of this article. During city business hours or at another mutually agreeable time, the applicant shall allow representatives of the fire department onto the food truck to complete inspection. This section shall be narrowly construed by the city to authorize reasonable inspections of the food truck pursuant to this article.~~

- e) ~~(f)~~ *Location disclaimer.* Application under this section does not guarantee access to city-approved locations for operation of a licensee's food truck. Licensees interested in accessing approved locations must seek and receive approval as indicated in section 12-255 of this article.
- f) ~~(g)~~ *License validity.* A license issued under this article is valid for a food truck and its employees.
- g) ~~(h)~~ *Non-transferable.* A license issued under this article shall not be transferable from one food truck to another.
- h) ~~(i)~~ *Third-party application for events.* For events with 2 or more food trucks, the event organizer may apply for a food truck license on behalf of the participating food trucks subject to compliance with all requirements for licensure under this article.

(Ord. No. 18-1613, 6-12-18; Ord. No. 22-1724, 2-8-22; Ord. No. 22-1743, 5-24-22; Ord. No. 23-1805, 1-9-24)

### **Sec. 12-253. - License renewal and expiration.**

Food truck licenses must be renewed annually by submitting an application pursuant to the terms and requirements of this article. Licenses issued under this article shall expire annually on April 30. Food trucks that have a valid license on the effective date of the amendments to this section, and whose license is scheduled to expire on December 1, 2024, are hereby granted an extension of their license until April 30, 2025.

(Ord. No. 18-1613, 6-12-18; Ord. No. 22-1743, 5-24-22; Ord. No. 23-1805, 1-9-24)

### **Sec. 12-254. - Display of license.**

The license issued to a food truck owner/operator by the city clerk shall be displayed in a conspicuous location whenever the food truck is open for business in the City of Dearborn. In addition, food trucks shall be ready to provide visual proof of the city

license and all necessary county health department and/or State of Michigan permits and licenses at all times.

(Ord. No. 18-1613, 6-12-18; Ord. No. 22-1743, 5-24-22; Ord. No. 23-1805, 1-9-24)

**Sec. 12-255. - Rules, guidelines, and restrictions; authorized locations and reserving space; ~~block parties.~~**

a) *Rules, guidelines, and restrictions.*

- 1) ~~(1)~~ *Hours of operation.* Hours of operation in designated park locations shall be between the hours of 8:00 a.m. and 9:00 p.m., unless otherwise allowed in writing by the Director of Recreation.
- 2) ~~(2)~~ *Interference with adjacent buildings prohibited.* Food trucks shall not impede access to the entrance or driveway of any adjacent building.
- 3) ~~(3)~~ *Trash collection by operator.* All trash or debris accumulating within 20 feet of any food truck shall be collected by the operator and deposited in a trash container. All food truck operators must provide trash receptacles adjacent to or as a part of their truck. Operators may also rent trash receptacles from the city at an additional cost. It shall be unlawful for any food truck operator, or anyone aiding or assisting in the operation of a food truck, to throw or deposit any goods, merchandise, packaging, containers, fat, grease, paper, or other liquid waste upon any alley, street or sidewalk, or in any sewer, in the city.
- 4) ~~(4)~~ *Waste disposal by operator.* All waste originating from the food truck, and not from customers, shall be collected and disposed of ~~by~~ off-site by the food truck operator each day. Spills of food or food by-products shall be cleaned up and no dumping of greywater on the street or in parks and storm drains is allowed. Food truck operators should take appropriate precautions to prevent spills or other damages to the public property as a result of their operation. Food trucks are responsible for all greywater, grease, and other food waste, which shall NOT be dumped or disposed of on or into public property, including but not limited to drains and public trash receptacles.
- 5) ~~(5)~~ *Noise and generators.* No food truck operator shall make or cause any unreasonable or excessive noise. No loud music or amplified announcements or noise are permitted. In addition, all generators must operate at a level of eighty (80) decibels or lower when measured from a distance of fifteen (15) feet. Initial inspection by the fire department shall include generator compliance.
- 6) *Propane usage.* Food trucks that utilize propane must comply with all relevant requirements under law, including but not limited to the City's

Fire Code (See Code of Ord., Sec. 10-38), and pass fire code inspection.

- a. Propane canisters must be securely mounted to the food truck or placed within a ventilated compartment;
  - b. A ventilated compartment must provide for the natural or mechanical process of supplying conditioned or unconditioned air to, or removing such air from, the location of the propane canister being used, in conformity with the definition of “ventilation” found in Sec. 202 of IFC 2024; and
  - c. Propane canister must not be stored or placed on the ground
- 7) (6) *Exhaust*. All food trucks shall direct exhaust away from the service side of the vehicle. Initial inspection by the fire department shall include exhaust compliance.
- 8) (7) *Nuisance prohibited*. Except as otherwise stated in this article, food truck operators shall be subject to the provisions of ~~chapter 13 of the city's code of ordinances~~ Chapter 13 of the City's Code of Ordinances regarding nuisances, including but not limited to regulations regarding noise, smoke, and noxious odors.
- 9) (8) *Traffic obstruction prohibited*. No food truck operator shall conduct business in such a way as would increase traffic congestion or delay, constitute a hazard to life or property, interfere with an abutting property owner, or obstruct access to emergency vehicles.
- 10) (9) *Public rights of way*. Food truck operators shall operate in compliance with all provisions of the ~~City's Code of Ordinances and Zoning Ordinance~~ *code of ordinances and zoning ordinance* that govern sidewalks and other public places, traffic, and motor vehicles.
- 11) (10) *Code compliance*. Food truck operators shall be subject to all applicable building, electrical, mechanical, and fire safety code requirements, including any permit or inspection requirements deemed necessary by the building official.
- 12) (11) *Signs*. Signage shall be placed on the food truck. Separate free-standing signs are permitted in accordance with the city's existing encroachment regulations and sign ordinance (See Dearborn Code of Ordinances chapter 5, article XII).
- 13) ~~(12)~~ *Lights*. All exterior lights more than sixty (60) watts are subject to the following regulations:
- a. Lighting and/or illumination shall not create glare or excessively illuminate the surrounding area;

- b. Lighting and/or illumination that distracts motorists or creates a traffic hazard for either vehicles or pedestrians is prohibited;
- c. No flashing, blinking, or strobe lights are allowed when the food truck is parked, in-service, or in motion within the city; and
- d. All exterior lights shall be located and directed downward (below the horizontal), and shall not be directly visible from or aimed at adjacent streets, roads, or properties.

~~14)(13)~~ **Power supply.** Power required for a food truck shall be self-contained and self-provided. However, a food truck may request authorization from the building official to utilize public utilities where available. No power cable shall be extended on or across any city street or sidewalk except in a safe, concealed manner designed to prevent tripping if reviewed and approved by the building official or their designee.

~~15)(14)~~ **Proximity to fire hydrants.** No food truck is allowed within twenty (20) feet of a fire hydrant.

b) *Authorized locations to operate food trucks in the city; city park food truck permit required.*

1) ~~(1)~~ Public parks and park property. In addition to the licensing requirements under this article, food truck operators must also obtain a recreation food truck permit from the director of the department of recreation, or their designee, before operating a food truck in designated locations as identified below. Applicants must be licensed pursuant to the terms and conditions of this article, and their license must remain in good standing at all times they are in operation.

2) ~~a.~~ **Application process.**

a. ~~1.~~ Before applying for a recreation food truck permit to operate at a designated location, applicants must have a valid food truck license.

b. ~~2.~~ Applicants must file a complete application with the recreation department on forms approved by the director of the department of recreation, or their designee.

c. ~~3.~~ A fee determined by the director of the department of recreation is due at the time of application. The fee shall be non-refundable except as otherwise stated in this article.

d. ~~4.~~ Complete applications will be taken on a first-come, first-serve basis.

3) ~~b.~~ **Rental fee.** A non-refundable administrative rental fee determined by the director of the department of recreation will be charged addition

to the application fee under this subsection. Such fee will be based on the duration that designated locations will be rented, with the following tiers:

- a. ~~1.~~ Daily pass;
  - b. ~~2.~~ Weekly pass;
  - c. ~~3.~~ Weekend pass;
  - d. ~~4.~~ Monthly pass;
  - e. ~~5.~~ Season pass (no holidays); and
  - f. ~~6.~~ Premium pass (includes holidays and first priority for special events).
- 4) ~~e.~~ *Designated locations.* The director of the department of recreation may designate areas at the following locations for the operation of food trucks pursuant to the terms and conditions of this article:
- a. ~~1.~~ Lapeer Park.
  - b. ~~2.~~ Hemlock Park
  - c. ~~3.~~ Ford Woods Park
  - d. ~~4.~~ Ford Field Park.
  - e. ~~5.~~ Levagood Park.
  - f. ~~6.~~ Crowley Park.
  - g. ~~7.~~ Ten Eyck Park.
  - h. ~~8.~~ Ford Center for the Performing Arts.
  - i. ~~9.~~ Other city parks as designated by the recreation director.
- 5) ~~d.~~ *Grounds for revocation of designated location.* The recreation director shall issue a written notice to revoke the recreation food truck permit if the food truck license has been revoked by the city clerk.
- 6) ~~e.~~ *Appeals for park locations.* Any person denied a location in a designated location under this subsection (b), ~~section 12-255(b)(1),~~ may appeal same as follows:
- a. ~~1.~~ A person wishing to appeal pursuant to this subsection must first file a written statement of the grounds for appeal and the relief requested with the recreation director. Such appeal shall be filed with the director within 14 days of notice of denial. The appeal shall be decided by the director or their designee without hearing and within 14 days of receiving the appeal, based on review of the

written statement, any supporting documents or materials submitted by the appellant, and any other papers, materials, and documents associated with the decision.

- b. ~~2.~~ The decision of the director or designee may be appealed to city council by filing a written statement of the grounds for appeal and the relief requested with the council office. Such appeal shall be filed with the council office within 14 days of notice of denial by the recreation director.

7) *Notice of ~~appeal~~ hearing.* Upon receipt of a request for appeal, the city council shall provide the appellant with notice and an opportunity to be heard. The city council shall serve notice upon the licensee by certified mail not less than 14 days prior to the hearing. The notice shall state:

- a. ~~(i)~~ The date, time and place of the hearing.
- b. ~~(ii)~~ A statement that the licensee may present evidence and testimony, and may be represented by an attorney.
- c. The city council shall also notify the recreation director of the date and time of the hearing and provide a complete copy of the appellant's written notice. The recreation director, or their designee, shall attend the appeal hearing.

8) *Appeal hearing ~~Hearing~~ and decision.* The hearing shall be conducted by the city council and shall be open to the public. The city council shall, by resolution, decide the appeal at the public hearing. The city council shall only decide the following:

- a. ~~(i)~~ Whether to uphold or overturn the decision of the recreation director;
- b. ~~(ii)~~ If the recreation director's decision is upheld, the council's ruling shall be final;
- c. ~~(iii)~~ If the recreation director's decision is overturned, the council shall then determine:
  - i. ~~(i)~~ ~~Whether whether~~ the appellant can have the park location they originally applied for;
  - ii. ~~(ii)~~ ~~If if~~ that location is occupied by another food truck, whether another location is available; or
  - iii. ~~(iii)~~ ~~If if~~ the appellant does not want another location whether to refund the appellant's application fee for a recreation food truck permit.

- c) ~~(2)~~ *Block parties.* Food trucks may operate at block parties that receive a valid permit under ~~Chapter 17 of the City's Code of Ordinances~~ ~~chapter 17 of the code~~

~~of ordinances~~, and must comply with all requirements of this article, the ~~Code of Ordinances~~ ~~code of ordinances~~, and ~~Zoning Ordinance~~ ~~zoning ordinance~~.

(Ord. No. 18-1613, 6-12-18; Ord. No. 22-1743, 5-24-22; Ord. No. 23-1805, 1-9-24)

**Sec. 12-256. - Suspension or revocation of license.**

a) Any license issued under this article may be suspended or revoked for any of the following reasons:

- 1) ~~(1)~~ Fraud or misrepresentation in the application for the license.
- 2) ~~(2)~~ Fraud or misrepresentation in the course of conducting business.
- 3) ~~(3)~~ Conducting the business contrary to the conditions of the license, this article, or applicable provisions of the city's code of ordinances or zoning ordinance.
- 4) ~~(4)~~ Conducting the business of vending in such manner as to create a public nuisance or constitute a danger to the public health, safety and welfare.
- 5) ~~(5)~~ Conviction of any crime involving moral turpitude while holding a vending license from the city.
- 6) ~~(6)~~ Intervention by the state department of health due to uncorrected health or sanitation violations.

b) Upon suspension or revocation, the city shall deliver written notice to the license holder stating the action taken and the reasons supporting such action. The written notice shall be delivered to the license holder's place of business or mailed to the license holder's last known address.

(Ord. No. 18-1613, 6-12-18; Ord. No. 22-1743, 5-24-22; Ord. No. 23-1805, 1-9-24)

**Sec. 12-257. Appeals.**

Persons whose licenses under this article have been suspended or revoked, or whose application for a license has been denied, may appeal by filing a written notice of appeal with the city council.

(Ord. No. 18-1613, 6-12-18; Ord. No. 22-1743, 5-24-22; Ord. No. 23-1805, 1-9-24)

**Sec. 12-258. Enforcement.**

The provisions of the article shall be enforced by the ~~Director of Economic Development~~ ~~director of economic development~~ and any deputies, agents, or inspectors designated by him, any officer of the ~~City's Police Department~~ ~~police department~~, and the ~~City Clerk~~ ~~city clerk~~ or their designee.

(Ord. No. 23-1805, 1-9-24)

**Sec. 12-259. Other permits, licenses, or authorizations.**

A license or permit obtained under this article shall not relieve any food truck of the responsibility for obtaining any other permit or license or authorization required by any other ordinance, statute, or administrative rule.

(Ord. No. 23-1805, 1-9-24)

**Sec. 12-260. Severability.**

Should any word, phrase, sentence, paragraph, or section of this article be held invalid or unconstitutional, the remaining provisions of the article shall remain in full force and effect.

(Ord. No. 23-1805, 1-9-24)

**Secs. 12-261—12-265. Reserved.**

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## EXECUTIVE SUMMARY

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**REQUEST:** Amend Water Rate Ordinance for Fiscal Year 2026

**DEPARTMENT:** Public Works & Facilities

**BRIEF DESCRIPTION:** Request to amend the Water Rate Ordinance for Fiscal Year 2026 to update the Water and Sewer rates, effective July 1, 2025.

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**PRIOR COUNCIL ACTION:** Each Fiscal Year the Water and Sewer rates are updated as part of the budget process. City Council is required to approve the updated ordinance in order for the new rates to take effect.

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**BACKGROUND:** The Water and Sewer FY2026 budget requests, along with the proposed Water and Sewer rates, were discussed with the City Council on April 2, 2025, and reconfirmed on April 23, 2025.

The proposed FY2026 Water and Sewer rates continue with the methodology change that was implemented for FY2023, where 28% of revenue is from fixed charges, and 72% is variable based on the customer's actual usage. A standalone fixed rate for Fireline accounts is also in effect.

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**FISCAL IMPACT:**

- Combined rate increase is approximately 3.3%.
- Fireline fixed rate increased 3.0%.
- Total system usage projected for FY2026 is flat with FY2025 estimate.
- Includes \$34.1 million in funding for GLWA charges.
- Includes funding approximately \$7.5 million in water and sewer infrastructure replacements.
- Includes \$219,000 for Capital Equipment.
- Maintains in-house lead service replacement efforts (funding \$2,000,000).

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**IMPACT TO COMMUNITY:**

- Rate methodology remains unchanged from the current fiscal year (FY2025).
- Residential customers with average usage (2 Mcf per quarter) will experience a **3.3% increase** (approximately \$7.41 per quarter) over FY2025.
- Standalone Fireline fixed rate increased 3.0%.

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**IMPLEMENTATION TIMELINE:** Updated water and sewer rates to take effect July 1, 2025.

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**COMPLIANCE/PERFORMANCE METRICS:** The Department of Public Works and Finance will continue to work in tandem to review activity within the system. Future fiscal year rates / methodology adjustments proposed will be based on detailed reviews of system usage by customer classification, meter size, etc., to ensure accurate expectations of the effects of the adjustments are being provided.

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**DEPARTMENT OF PUBLIC WORKS  
WATER / SEWERAGE DIVISION  
2951 GREENFIELD DEARBORN, MI 48120**

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TO: CITY COUNCIL  
VIA: MAYOR ABDULLAH H. HAMMOUD  
FROM: TIM HAWKINS, DIRECTOR OF PUBLIC WORKS  
SUBJECT: PROPOSED ORDINANCE CHANGE FOR WATER AND SEWER RATES AND TAP FEES  
DATE: MAY 1, 2025

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Attached are the proposed changes to Chapter 19 of the Code of the City of Dearborn related to water and sewer rates, and tap fees. The updated rate methodology implemented for FY2023 will remain in effect. The model is based on a 72% Variable / 28% Fixed charge, with a separate fixed rate for Fireline accounts.

Our costs to the Great Lakes Water Authority (GLWA) for annual water purchases is based on a 60% fixed rate cost, and our cost for annual sewage disposal services is based on a 100% fixed rate cost. The GLWA's wholesale rate(s) to the City of Dearborn, for sewage disposal services will increase 4.40%, as of July 1, 2025, and the budgeted wholesale water rate for the City of Dearborn will increase 4.40%. The majority of the City's rate increases are due to escalation of costs for Capital Improvements, Operations, Maintenance, Supplies and the aforementioned GLWA rate increases. These proposed rates will be required to pay the approximately \$34,111,400 of annual budgeted charges to GLWA, as well as our own departmental expenses and Capital Improvement plans for FY 2026. These proposed rates have been incorporated into the revenue projections that are part of the 2025-2026 Water and Sewer Division proposed budget.

In addition to paying GLWA, our proposed water and sewer rates directly fund Dearborn's Water & Sewerage infrastructure replacement projects (CIP), the operation and maintenance of 370 miles of water lines, cleaning and maintenance of 640 miles of sewer lines, metering, billing and collections, operations and maintenance of sewage lift stations, 2 major sewage pumping stations, and 4 CSO capture facilities, and various revenue bonds, interest and principal payments attributable to the Water and Sewer Division.

Thank you for your consideration in this matter.

Approved as to form:

DocuSigned by:  
*Tim Hawkins*  
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Tim Hawkins  
Director of Public Works

DocuSigned by:  
*Jeremy Romer*  
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Jeremy Romer  
Corporation Counsel

**ORDINANCE NO.**

**AN ORDINANCE TO AMEND THE WATER  
AND SEWERS CHAPTER (CHAPTER 19) OF  
THE CODE OF ORDINANCES OF THE CITY  
OF DEARBORN BY AMENDING ARTICLE 1  
ENTITLED "IN GENERAL."**

**THE CITY OF DEARBORN ORDAINS TO:**

**Amend Chapter 19 of the Code of the City of Dearborn by amending Article 1 to  
read as follows:**

**ARTICLE 1. – IN GENERAL**

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**Sec. 19-5. - Water service to premises outside city limits.**

If the owner of premises situated outside, but adjacent to the corporate limits of the city, may desire to connect such premises to the sewer facilities of the city so as to dispose of the sanitary sewage originating on or in connection with such premises, and if such premises are serviced by water mains with meters attached which are under the control and supervision of the city, such owner may apply for a permit to install or cause to be installed the necessary tap and connection to such sewer and the disposal of the sanitary sewage originating on or in connection with such premises under the following terms and conditions:

.....

- (4) The applicant and all persons claiming under or through him shall further agree to and shall pay to the city quarterly and within 21 days after the bill therefore is rendered by the city, a sewerage disposal fee based on the amount of water consumed on such premises, as determined by the quarterly reading of the water meter, such sewage disposal fee to be computed at the rate of \$~~50.20~~48.60 per 1,000 cubic feet or fraction thereof, of water consumed, for all bills rendered on or after the effective date of this section.

.....

(Ord. No. 85-326, § 4, 6-4-85; Ord. No. 89-456, § 4, 6-20-89; Ord. No. 90-496, 6-19-90; Ord. No. 92-536, § 4, 7-21-92; Ord. No. 95-639, 7-5-95; Ord. No. 96-679, 7-16-96; Ord. No. 97-706, 6-17-97; Ord. No. 98-726, 6-16-98; Ord. No. 99-771, 7-6-99; Ord. No. 02-903, 6-18-02; Ord. No. 03-970, 6-17-03; Ord. No. 04-1006, 6-15-04; Ord. No. 05-1046, 6-20-05; Ord. No. 06-1080 5-15-06; Ord. No. 07-1131, 6-18-07; Ord. No. 08-1170, 6-16-08; Ord. No. 09-1230, 6-15-09; Ord. No. 10-1273, 6-7-10; Ord. No. 11-1332, 6- 20-11;

Ord. No. 12-1358, 6-12-12; Ord. No. 13-1402, 6-11-13; Ord. No. 14-1427, 5-20-14; Ord. No. 15-1465, 5-19-15; Ord. No. 16-1541, 6-14-16; Ord. No. 17-1580, 5-23-17; Ord. No. 18-1615, 6-19-18; Ord. No. 19-1653, 6-18-19)

## Sec. 19-28. - Rates, when payable.

Water rates shall be paid quarterly. The following rates for water supply and service shall be charged on all bills rendered on and after the effective date of July 1, 202~~5~~4.

The rate for non-fireline accounts per MCF for water is \$~~35.2034.10~~ plus a capacity charge of \$18.~~7247~~, per equivalent factor based on the meter size as shown in the following schedule. The rate for fireline accounts per MCF for water is \$~~35.2034.10~~, plus a capacity charge of \$~~28.3927.56~~ per equivalent factor based on meter service size as shown in the following schedule.

THE RATE PER MCF FOR WATER IS \$~~35.2034.10~~ PLUS A CAPACITY CHARGE OF \$~~18.7248.17~~ PER EQUIVALENT FACTOR FOR NON-FIRELINE ACCOUNTS. THE RATE PER MCF FOR WATER IS \$~~35.2034.10~~ PLUS A CAPACITY CHARGE OF \$~~28.3927.56~~ PER EQUIVALENT FACTOR FOR FIRELINE ACCOUNTS. THE RATE PER MCF FOR SEWER IS \$~~50.2048.60~~ PLUS A CAPACITY CHARGE OF \$~~44.4442.98~~ PER EQUIVALENT FACTOR BASED ON THE METER SIZES AS SHOWN IN THE FOLLOWING SCHEDULE. These rates will be effective on all bills rendered on or after July 1, 202~~5~~4.

Calculation of Quarterly Water Capacity Charge, Water Basic Service Charge and Sewer Capacity Charges, Based on Meter Sizes

Water Meter Sizes	Equivalent	Quarterly Water Capacity Charge X Equivalent Factor	Minimum Quarterly Water Basic Service Charge	Quarterly Sewage Capacity Charge	Quarterly Basic Service Charges Water and Sewer Non-Fireline	Quarterly Basic Service Charges Water Fireline
Meter Size	FACTOR	\$18. <del>7247</del>	\$0.00	\$4 <del>4.442.9</del> <sub>8</sub>	Column C + Column E	\$28. <del>397.56</del>
5/8 MAG	1	\$18. <del>7247</del>	\$0.00	\$4 <del>4.442.9</del> <sub>8</sub>	\$6 <del>3.161.15</del>	\$28. <del>397.56</del>
¾	1	\$18. <del>7247</del>	\$0.00	\$4 <del>4.442.9</del> <sub>8</sub>	\$6 <del>3.161.15</del>	\$28. <del>397.56</del>

1	2	\$3 <del>7.446.3</del> 4	\$0.00	\$ <del>88.8885.</del> 96	\$12 <del>6.322.30</del>	\$5 <del>6.785.12</del>
1½	4	\$7 <del>4.882.6</del> 8	\$0.00	\$17 <del>7.761.</del> 92	\$2 <del>52.6444.60</del>	\$1 <del>13.5610.24</del>
2	7	\$1 <del>31.042</del> 7.19	\$0.00	\$3 <del>11.0800</del> -86	\$4 <del>42.1228.05</del>	\$19 <del>8.732.92</del>
2 × 5/8	7	\$1 <del>31.042</del> 7.19	\$0.00	\$3 <del>11.0800</del> -86	\$4 <del>42.1228.05</del>	\$19 <del>8.732.92</del>
3	16	\$29 <del>9.520.</del> 72	\$0.00	\$ <del>711.0468</del> 7.68	\$1,010.56 <del>978.</del> 40	\$4 <del>54.2440.96</del>
3 × ¾	16	\$29 <del>9.520.</del> 72	\$0.00	\$ <del>711.0468</del> 7.68	\$1,010.56 <del>978.</del> 40	\$4 <del>54.2440.96</del>
4	25	\$4 <del>68.005</del> 4.25	\$0.00	\$1,111.00 <del>074.50</del>	\$1,579.00 <del>28.7</del> 5	\$7 <del>09.75689.00</del>
4 × ¾	25	\$4 <del>68.005</del> 4.25	\$0.00	\$1,111.00 <del>074.50</del>	\$1,579.00 <del>28.7</del> 5	\$7 <del>09.75689.00</del>
4 × 1	25	\$4 <del>68.005</del> 4.25-	\$0.00	\$1,111.00 <del>074.50</del>	\$1,579.00 <del>28.7</del> 5	\$7 <del>09.75689.00</del>
6	50	\$9 <del>36.000</del> 8.50	\$0.00	\$2,222.00 <del>149.00</del>	\$3,158.00 <del>057.</del> 50	\$1,419.50 <del>378.00</del>
6 × 1	50	\$9 <del>36.000</del> 8.50	\$0.00	\$2,222.00 <del>149.00</del>	\$3,158.00 <del>057.</del> 50	\$1,419.50 <del>378.00</del>
6 × 3 × 1	50	\$9 <del>36.000</del> 8.50	\$0.00	\$2,222.00 <del>149.00</del>	\$3,158.00 <del>057.</del> 50	\$1,419.50 <del>378.00</del>

8	80	\$1,497.60 <del>453.60</del>	\$0.00	\$3,555.20 <del>438.40</del>	\$5,052.80 <del>4,892.00</del>	\$2,271.20 <del>204.80</del>
8 × 2	80	\$1,497.60 <del>53.60</del>	\$0.00	\$3,555.20 <del>438.40</del>	\$5,052.80 <del>4,892.00</del>	\$2,271.20 <del>204.80</del>
8 × 4	80	\$1,497.60 <del>53.60</del>	\$0.00	\$3,555.20 <del>438.40</del>	\$5,052.80 <del>4,892.00</del>	\$2,271.20 <del>204.80</del>
8 × 4 × 1	80	\$1,497.60 <del>53.60</del>	\$0.00	\$3,555.20 <del>438.40</del>	\$5,052.80 <del>4,892.00</del>	\$2,271.20 <del>204.80</del>
8 × 6 × 1	80	\$1,497.60 <del>53.60</del>	\$0.00	\$3,555.20 <del>438.40</del>	\$5,052.80 <del>4,892.00</del>	\$2,271.20 <del>204.80</del>
10	115	\$2,152.80 <del>989.55</del>	\$0.00	\$5,110.60 <del>4,942.70</del>	\$7,263.40 <del>7,032.25</del>	\$3,264.85 <del>3,169.40</del>
12	155	\$2,901.60 <del>816.35</del>	\$0.00	\$6,888.20 <del>661.90</del>	\$9,789.80 <del>9,478.25</del>	\$4,400.45 <del>4,271.80</del>
16	285	\$5,335.20 <del>178.45</del>	\$0.00	\$12,665.40 <del>12,493.30</del>	\$18,000.60 <del>17,827.75</del>	\$8,091.15 <del>7,854.60</del>
24	600	\$11,232.00 <del>10,902.00</del>	\$0.00	\$26,664.00 <del>26,388.00</del>	\$37,896.00 <del>37,606.90</del>	\$17,034.00 <del>16,836.00</del>

(Ord. No. 85-326, § 24, 6-4-85; Ord. No. 91-517, 7-2-91; Ord. No. 92-536, § 24, 7-21-92; Ord. No. 95-639, 7-5-95; Ord. No. 96-679, 7-16-96; Ord. No. 97-706, 6-17-97; Ord. No. 98-726, 6-16-98; Ord. No. 99-771, 7-6-99; Ord. No. 00-822, 6-20-00; Ord. No. 01-853, 6-28-01; Ord. No. 02-903, 6-18-02; Ord. No. 03-970, 6-17-03; Ord. No. 04-1006, 6-15-04; Ord. No. 05-1045, 6-20-05; Ord. No. 06-1080, 5-15-06; Ord. No. 07-1131, 6-18-

07; Ord. No. 08-1170, 6-16-08; Ord. No. 09-1230, 6-15-09; Ord. No. 10-1273, 6-7-10; Ord. No. 11-1332, 6-20-11; Ord. No. 12-1358, 6-12-12; Ord. No. 13-1402, 6-11-13; Ord. No. 14-1427, 5-20-14; Ord. No. 15-1465, 5-14-15; Ord. No. 16-1541, 6-14-16; Ord. No. 17-1580, 5-23-17; Ord. No. 18-1615, 6-19-18; Ord. No. 19-1653, 6-18-19)

# **Sec. 19-29. - Sewage treatment rates.**

(a) *Volume of flow.* The charges for sewage treatment shall be based upon water consumption, as indicated on the water bill and shall be billed quarterly. Such rates shall be computed on the basis of \$~~50.2048-60~~ per MCF of water used and a quarterly basic service charge of \$~~44.442-98~~ per equivalent factors based on meter size as shown in the schedule in section 19-28. These rates will be effective on all bills rendered on or after July 1, 202~~5~~<sup>4</sup>.

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(b) *Industrial waste control (IWC) and high strength surcharge.* In addition to the aforementioned volume of flow rate of \$~~50.2048-60~~ per MCF, specific industrial and commercial firms identified by the Great Lakes Water Authority, and contributors of certain pollutants in concentrations which exceed normal sewage, will be surcharged quarterly. The surcharge rates established and adopted by the Great Lakes Water Authority shall be passed through to the identified industrial and commercial firms with the same impact and effective dates as adopted by the Great Lakes Water Authority.

(c) *Industrial waste control charge.* In addition to the aforementioned volume of flow rate and the high strength surcharge, specific industrial and commercial users identified by the Great Lakes Water Authority will also be charged an industrial waste control charge.

(d) *Nonresidential flow surcharge.* For funding of the activities of the industrial waste control section, a monthly charge shall be assessed. The surcharge rates established and adopted by the Great Lakes Water Authority shall be passed through with the same impact and effective dates as adopted by the Great Lakes Water Authority.

(Ord. No. 85-326, § 25, 6-4-85; Ord. No. 91-517, § 25, 7-2-91; Ord. No. 92-536, § 25, 7-21-93; Ord. No. 95-639, 7-5-95; Ord. No. 96-679, 7-16-96; Ord. No. 97-706, 6-17-97; Ord. No. 98-726, 6-16-98; Ord. No. 99-771, 7-6-99; Ord. No. 00-822, 6-20-00; Ord. No. 01-853, 6-28-01; Ord. No. 02-903, 6-18-02; Ord. No. 03-970, 6-17-03; Ord. No. 04-

1006, 6-15-04; Ord. No. 05-1045, 6-20-05; Ord. No. 06-1080, 5-15-06; Ord. No. 07-1131, 6-18-07; Ord. No. 08-1170, 6-16-08; Ord. No. 09-1230, 6-15-09; Ord. No. 10-1273, 6-7-10; Ord. No. 11-1332, 6-20-11; Ord. No. 12-1358, 6-12-12; Ord. No. 13-1402, 6-11-13; Ord. No. 14-1427, 5-20-14; Ord. No. 15-1465, 5-14-15; Ord. No. 16-1541, 6-14-16; Ord. No. 17-1580, 5-23-17; Ord. No. 18-1615, 6- 19-18; Ord. No. 19-1653, 6-18-19)