



REGULAR MEETING OF THE COUNCIL

June 10, 2025

AGENDA

1. ROLL CALL
2. INVOCATION BY Pastor Marvin Miles of International Gospel Center.
3. PLEDGE OF ALLEGIANCE
4. RESOLUTION BY COUNCIL PRESIDENT SAREINI SUPPORTED
UNANIMOUSLY – Offering condolences to the family of Mark Pultorak
and requesting immediate effect.
5. PUBLIC COMMENT
6. RESOLUTION IN NEED OF OFFER AND SUPPORT – Approving all items on the
Consent Agenda and requesting immediate effect.

CONSENT AGENDA

7. RESOLUTION BY COUNCILMEMBERS ENOS AND PARIS – Acknowledging the
EGLE Scrap Tire Clean-up Grant award from the Michigan Department of
Environment, Great Lakes and Energy, and the State Materials
Management Division to allow the City to dispose of scrap tires in an
amount not to exceed \$12,000 through December 31, 2025 and requesting
immediate effect.

8. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND ENOS – Awarding a one-year contract, with two (2) two-year renewal options available to Industrial Painting Services, Inc. in the amount of \$75,525 for As-Needed Painting Services for City Housing Buildings and requesting immediate effect.
9. RESOLUTION BY COUNCILMEMBERS ENOS AND HAMMOUD – Awarding a Professional Services contract to O2X in the amount of \$60,000 for the purchase of three (3) Health and Wellness Assessment Educational Courses for the members of the Dearborn Fire Department and requesting immediate effect.
10. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND PARIS – Authorizing the second and final one-year renewal option for the contract with Michigan Joint Sealing (C.R. 5-214-23) in the amount of \$367,843 for Pavement Joint Sealing and requesting immediate effect.
11. RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – Awarding a sole source contract to Azteca Systems, Inc. in the amount of \$99,990.79 for Annual Maintenance on Cityworks Software through June 30, 2026; also authorizing the Finance Director to transfer funding in the amount of \$39,991 from the Innovation and Technology Fund, Project ZT2001, DPW WIFI Improvements account to the Water Fund and to recognize and appropriate the transfer and requesting immediate effect.
12. RESOLUTION BY COUNCILMEMBERS ENOS AND PARIS – Granting the request of the Divine Child High School Alumni Association to conduct their 32nd Annual Falcon 5K Run on Saturday, August 2, 2025 from approximately 8:00 A.M. to 12:00 P.M., with assistance from the Police Department for traffic control for the entire duration of the parade route, subject to reimbursement for City services, all applicable ordinances, and the rules and regulations of the Police Department; also authorizing a Noise Ordinance Waiver for the duration of the event and requesting immediate effect.
13. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND PARIS – Authorizing the application for the purchase of three-years of Military/Prior Service Time in the amount of \$83,250 for Police Officer Bradley Clair, through the MERS Defined Benefit Retirement Plan and requesting immediate effect.

14. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND PARIS – Approving the request of Mohamed Ali Alabed (C.R. 8-416-23) for a two-month extension of time to commence construction of a single-family home located at 24108 Scott, with a new construction deadline of July 9, 2025, subject to certain stipulations and requesting immediate effect.
15. RESOLUTION BY COUNCILMEMBERS ENOS AND PARIS – Authorizing the Community Relations Department to install promotional road signage at eight (8) medians on Wayne County roads located throughout the City to promote the Dearborn Homecoming Festival 2025 and requesting immediate effect.
16. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND ENOS – Authorizing the addition of the new full-time position and title of Deputy Director in the Community Relations Department, in the E&A salary plan (grade 310) with a starting Salary in the amount of \$93,217, as approved by the Civil Service Commission and requesting immediate effect.
17. RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – Authorizing the Mayor's Office to renew the City-wide annual membership with the United States Conference of Mayors for FY2026 in the amount of \$10,402 and requesting immediate effect.
18. RESOLUTION BY COUNCILMEMBERS ABRAHAM AND PARIS – Authorizing the Mayor's Office to renew the City-wide annual membership with the National League of Cities (NLC) in the amount of \$10,288 for the period of June 1, 2025 to June 1, 2026 and requesting immediate effect.
19. RESOLUTION BY COUNCILMEMBERS ABRAHAM AND PARIS – Concurring in the reappointment of Stephen Kwasnik to the Building Board of Appeals with a term ending June 30, 2028 and requesting immediate effect.
20. RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – Concurring in the reappointment of Ahmad Moubadder to the Building Board of Appeals with a term ending June 30, 2028 and requesting immediate effect.
21. RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – Concurring in the reappointment of Janet Damian to the City Beautiful Commission with a term ending June 30, 2028 and requesting immediate effect.

22. RESOLUTION BY COUNCILMEMBERS ENOS AND PARIS – Concurring in the reappointment of Kimberly Field to the City Beautiful Commission with a term ending June 30, 2028 and requesting immediate effect.
23. RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – Concurring in the reappointment of Colleen Johnson to the City Beautiful Commission with a term ending June 30, 2028 and requesting immediate effect.
24. RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – Concurring in the reappointment of Patricia Johnson to the City Beautiful Commission with a term ending June 30, 2028 and requesting immediate effect.
25. RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – Concurring in the reappointment of Mary Ann Lawler to the City Beautiful Commission with a term ending June 30, 2028 and requesting immediate effect.
26. RESOLUTION BY COUNCILMEMBERS ENOS AND ABRAHAM – Concurring in the reappointment of Janelle Powers to the City Beautiful Commission with a term ending June 30, 2028 and requesting immediate effect.
27. RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – Concurring in the reappointment of Todd Schebor to the City Beautiful Commission with a term ending June 30, 2028 and requesting immediate effect.
28. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND PARIS – Concurring in the reappointment of Rene Ziaja to the City Beautiful Commission with a term ending June 30, 2028 and requesting immediate effect.
29. RESOLUTION BY COUNCILMEMBERS ENOS AND PARIS – Concurring in the reappointment of Osama Abdallah to the Demolition Board of Appeals with a term ending June 30, 2028 and requesting immediate effect.
30. RESOLUTION BY COUNCILMEMBERS ENOS AND PARIS – Concurring in the reappointment of Mark Coleman to the Demolition Board of Appeals with a term ending June 30, 2028 and requesting immediate effect.

31. RESOLUTION BY COUNCILMEMBERS HERRICK AND HAMMOUD – Concurring in the reappointment of Mona Alaouie to the Commission on Disability Concerns with a term ending June 30, 2028 and requesting immediate effect.
32. RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – Concurring in the reappointment of Amie Kerek to the Dix-Vernor Business District Improvement Authority with a term ending June 30, 2029 and requesting immediate effect.
33. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND ENOS – Concurring in the reappointment of Machhadie Assi to the Environmental Commission with a term ending June 30, 2028 and requesting immediate effect.
34. RESOLUTION BY COUNCILMEMBERS PARIS AND HAMMOUD – Concurring in the reappointment of Rene Ziaja to the Environmental Commission with a term ending June 30, 2028 and requesting immediate effect.
35. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND PARIS – Concurring in the reappointment of Gerilyn Biggs to the Library Commission with a term ending June 30, 2028 and requesting immediate effect.
36. RESOLUTION BY COUNCILMEMBERS ENOS AND HAMMOUD – Concurring in the reappointment of Rami Abousaleh to the Parks and Recreation Commission with a term ending June 30, 2028 and requesting immediate effect.
37. RESOLUTION BY COUNCILMEMBERS ABRAHAM AND PARIS – Concurring in the reappointment of Warren Hartley to the Parks and Recreation Commission with a term ending June 30, 2028 and requesting immediate effect.
38. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND PARIS – Concurring in the reappointment of John Sczomak to the Parks and Recreation Commission with a term ending June 30, 2028 and requesting immediate effect.

- 39. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND PARIS – Concurring in the reappointment of Diana Bazzi to the Traffic Commission with a term ending June 30, 2028 and requesting immediate effect.
- 40. RESOLUTION BY COUNCILMEMBERS HERRICK AND PARIS – Concurring in the reappointment of Afan Bapacker to the Zoning Board of Appeals with a term ending June 30, 2028 and requesting immediate effect.
- 41. RESOLUTION BY COUNCILMEMBERS ABRAHAM AND HAMMOUD – Concurring in the reappointment of Mona Hammoud to the Zoning Board of Appeals with a term ending June 30, 2028 and requesting immediate effect.

END OF CONSENT AGENDA

- 42. RESOLUTION BY COUNCILMEMBERS ENOS AND ABRAHAM – Approving the minutes of the previous special (closed) meeting of May 20, 2025.
- 43. RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – Approving the minutes of the previous regular meeting of May 20, 2025.
- 44. ORDINANCE ON THE TABLE – ORDINANCE NO. 24-1844 – “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 BY COUNCILMEMBERS ENOS AND ABRAHAM – To take from the table for its final reading.
- 45. ORDINANCE NO. 25-1845 – INTRODUCED BY COUNCILMEMBER HAMMOUD.
SYNOPSIS – “An Ordinance to Amend the Zoning Ordinance of the City of Dearborn by Amending Article 1.00, Entitled ‘Short Title, Rules of Construction and Definition’, Article 4.00, Entitled ‘Off-Street Parking and Loading Requirements’, Article 7.00, Entitled ‘Site Development Standards Applicable to Specific Uses’, Article 11.00, Entitled, ‘RP – Residential Preservation District’, Article 12.00, Entitled, R-C, R-D, and R-E Multiple Family Residential Districts’, Article 17.00, Entitled ‘B-D, Downtown Business District’, and Article 27.00, Entitled, ‘West Downtown District’.”
RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – To table the Ordinance.

46. ORDINANCE NO. 25-1846 – INTRODUCED BY COUNCILMEMBER HAMMOUD.
SYNOPSIS – “An Ordinance to Amend Section 9.02 of Ordinance No. 06-1111 of the City of Dearborn by Rezoning the Property Located at 100 N. Telegraph Rd. from a BA (Local Business) to a BB (Community Business) Zoning Classification.”
RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – To table the Ordinance.
47. ORDINANCE NO. 25-1847 – INTRODUCED BY COUNCILMEMBER ENOS.
SYNOPSIS – “An Ordinance to Amend the Occupancy and Building Standards Chapter (Chapter 11) of the Code of Ordinances of the City of Dearborn by adding Article V, Division 1, Entitled, ‘Short-Term Rentals’ and Division 2, Entitled, ‘Non-Owner-Occupied Residential Properties’.”
RESOLUTION BY COUNCILMEMBERS HAMMOUD AND PARIS – To table the Ordinance.
48. ORDINANCE NO. 25-1848 – INTRODUCED BY COUNCILMEMBER HAMMOUD.
SYNOPSIS – “An Ordinance to Amend the Licenses and Business Regulations Chapter (Chapter 12) of the Code of Ordinances of the City of Dearborn by Amending Section 12-6, Entitled, ‘License Fees’, Article XVII, Section 12-791 to 12-799, Entitled ‘Hotels, Room Houses, and Lodging Houses and Beds and Breakfasts’.”
RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – To table the Ordinance.
49. ORDINANCE NO. 25-1849 – INTRODUCED BY COUNCILMEMBER ENOS.
SYNOPSIS – “An Ordinance to Amend the Offenses Chapter (Chapter 14) of the Code of Ordinances of the City of Dearborn by Amending Section 14-7, Entitled, ‘Prohibiting Acts in Hotels or Bed and Breakfast’.”
RESOLUTION BY COUNCILMEMBERS ABRAHAM AND PARIS – To table the Ordinance.
50. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND PARIS – Authorizing the Mayor to execute the 51st Year Community Development Block Grant (CDBG) application, Grant Agreement and sub-recipient agreements on behalf of the City; authorizing the Finance Director to recognize and appropriate the grant award and the estimated program income in the total amount of \$2,369,401 and to receive, direct, and dispense those award funds within the Community Development Fund (283) or other funds and requesting immediate effect.

51. RESOLUTION BY COUNCILMEMBERS ENOS AND HAMMOUD – Approving the request of EWI Worldwide, owner of the property located at 2401 S. Gulley to vacate and dedicate three parts of the existing easement within the City-owned property of Crowley Park, located at 2600 Westwood, for two existing sanitary and storm sewer leads to serve the existing business and enable expansion of the property to accommodate additional businesses, subject to certain stipulations; also authorizing the Finance Director to allocate and expend available funds in an amount not to exceed \$157,471 within Account No. 401-6100-435.34-40, ARPA 70 to support costs associated with removing and placing new sewer lines and requesting immediate effect..
52. RESOLUTION BY COUNCILMEMBERS ENOS AND HAMMOUD – Authorizing the second amendment to the lease agreement with Flex Holdings, LLC, for 650 sq. ft. of land at the West Dearborn Pocket Park directly adjacent to the business located at 22062 Michigan Ave., as an outdoor seating area for its patrons, for the term of five-years from June 1, 2025 to May 31, 2030, subject to certain stipulations and requesting immediate effect.
53. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND ENOS – Authorizing the first amendment to the lease agreement with Westborn Acquisitions LLC DBA Sheeba Restaurant IV for 1548 sq. ft. of land at the West Dearborn Pocket Park directly adjacent to the business located at 22049 Michigan Ave., as an outdoor seating area for its patrons, for the term of five-years from July 19, 2025 to July 18, 2030, subject to certain stipulations and requesting immediate effect.
54. RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – Authorizing the sale and redevelopment of the City-owned property located at 14255 Michigan Avenue to Jin Hong for the sum of \$220,000; also authorizing Corporation Counsel or his designee and the Mayor to finalize and sign the documents necessary to effectuate the sale, subject to certain stipulations.
55. RESOLUTION BY COUNCILMEMBERS ABRAHAM AND PARIS – Authorizing a six-month moratorium to prohibit acceptance of any application to the City (including permit, administrative site plan review, Planning Commission, and Zoning Board of Appeals applications) related to junkyards, scrap iron and junk storage, metal recycling facilities, recycling centers and other associated uses and requesting immediate effect.

56. RESOLUTION BY COUNCILMEMBERS ABRAHAM AND PARIS – Awarding a contract to Zuniga Cement Construction, Inc. in the amount of \$601,260 for Raised Crosswalks and requesting immediate effect.
57. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND ABRAHAM – Awarding a Professional Services contract to Plante & Moran in an amount not to exceed \$100,000 for a Payroll Audit and requesting immediate effect.
58. RESOLUTION BY COUNCILMEMBERS ENOS AND HAMMOUD – Awarding a contract to Performance Sports Turf, LLC in the amount of \$87,730 for the Renovation of Soccer Fields at Crowley Park and requesting immediate effect.
59. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND ENOS – Awarding a sole source contract to GiveDirectly in the amount of \$1,500,00 for the Rx Kids Program; also authorizing the Finance Director to transfer funds in the amount of \$500,000 earmarked from the General Capital Improvement Fund, ARPA 70 Project for the Rx Kids Program to the General Fund and to recognize and appropriate the transfer and requesting immediate effect.
- 60.a.) RESOLUTION BY COUNCILMEMBERS HAMMOUD AND ABRAHAM – Approving the Amended Traffic Rules & Regulations pursuant to Section 18-150 of the Code of Ordinances of the City of Dearborn as follows:
- Post “15-minute parking,” on the east side of Military, north of Michigan Ave., adjacent to 22370 Michigan Avenue.
- b.) RESOLUTION BY COUNCILMEMBERS ENOS AND PARIS – Approving the Amended Traffic Rules & Regulations pursuant to Section 18-150 of the Code of Ordinances of the City of Dearborn as follows:
- Prohibit parking on the north side of Prospect between 15340 Prospect and the intersection of Opal.

c.) RESOLUTION BY COUNCILMEMBERS PARIS AND HAMMOUD – Approving the following temporary traffic rules involving permit parking on a residential street be made permanent, subject to review in 5 years, or sooner if the circumstances involving the original issuance of the permit change.

- Require permit parking in front of 3027 Roulo.
- Require permit parking on Whitmore east of Katherine (3051 Katherine).
- Require permit parking on Ruby west of Maple (5401 Maple).
- Require permit parking in front of 5854 Kenilworth.
- Require permit parking on Hemlock west of Yinger (6159 Yinger).
- Require permit parking in front of 7702 Kendal.
- Require permit parking in front of 7855 Barrie.
- Require permit parking in front of 2610 Salina.

61. RESOLUTION BY COUNCILMEMBERS ENOS AND PARIS – Concurring in the reappointment of Mike Kaid to the Brownfield Redevelopment Authority for a retroactive term from July 1, 2023 and ending June 30, 2026 and requesting immediate effect.

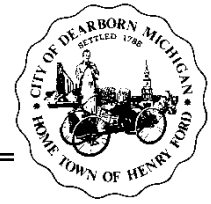
62. RESOLUTION BY COUNCILMEMBERS ENOS AND PARIS – Concurring in the reappointment of Richard Audi to the Brownfield Redevelopment Authority for a retroactive term from July 1, 2023 and ending June 30, 2026 and requesting immediate effect.

63. RESOLUTION BY COUNCILMEMBERS PARIS AND ABRAHAM – Concurring in the appointment of Hana Shannir to the Commission on Disability Concerns with a term ending June 30, 2028 and requesting immediate effect.

64. RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – Concurring in the appointment of Dr. Claudia Walters to the Environmental Commission with a term ending June 30, 2028 and requesting immediate effect.

PUBLIC COMMENT WILL FOLLOW ANY WALK-ON ITEMS

OFFICE OF THE 34TH CITY COUNCIL



To: City Clerk

From: City Council

Date: June 5, 2025

Subject: Sympathy Resolution- Mark Pultorak

By Council President Sareini supported unanimously.

WHEREAS: The Council has learned with sorrow of the passing of Mark Pultorak and;

WHEREAS: This departure at the dictation of Divine Providence constitutes an irreplaceable loss to the beloved family and numerous friends and neighbors: be it

RESOLVED: That the members of the 34th Council of the City of Dearborn here assembled, hereby sincerely extend and offer in this sad hour of bereavement, heartfelt sympathy and condolences to the family of the deceased.

Next of kin:

Morgan Pultorak



EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: The City of Dearborn is seeking permission to install promotional signs for Dearborn Homecoming Festival 2025 on Wayne County roads.

DEPARTMENT: Community Relations Department

BRIEF DESCRIPTION:

As part of their permitting process, Wayne County and MDOT have requested a resolution from Dearborn City Council approving sign placement. The eight 5'x4' double-sided signs are to be located at the following medians:

- Ford Rd and Telegraph Rd median
- Median on Michigan Ave near Garrison St and Washington St
- Median on Michigan Ave near Elm St and Dearborn Station
- Ford Rd and Mercury Dr median
- Ford Rd and Schaefer Rd median
- Outer Drive and Southfield median (near Walnut St)
- Hubbard Drive and Northwood Drive median
- Dix St and Vernor Hwy/Holly St median

PRIOR COUNCIL ACTION:

The most recent Dearborn City Council approval was awarded in 2024 and granted permission to place three road signs.

3-97-24

BACKGROUND: The City of Dearborn has historically installed signs on Wayne County and State roads to promote Dearborn Homecoming Festival with the approval of Dearborn City Council and Wayne County.

FISCAL IMPACT: N/A

IMPACT TO COMMUNITY:

If approved, these signs will permit cost-effective physical advertisement of Dearborn Homecoming Festival 2025 to all who travel using the above streets.

Through Dearborn Homecoming Festival, the City of Dearborn provides a highly anticipated weekend of recreational and cultural enrichment to our residents as well as attendees from the greater metro area. Additionally, Dearborn Homecoming Festival offers the opportunity for local nonprofits and community groups to raise critical funds to support their missions, as well as brings a surge of traffic to local small businesses and our downtown district surrounding the festival grounds.



COMMUNITY
RELATIONS

EXECUTIVE SUMMARY AND MEMORANDUM

IMPLEMENTATION TIMELINE: Immediate effect is requested.

COMPLIANCE/PERFORMANCE METRICS: If approved by Dearborn City Council, secondary requests will be sent via the Dearborn Police Department to Wayne County and MDOT.


**COMMUNITY
RELATIONS**

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: Community Relations & Dearborn Police Departments
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Dearborn Homecoming Festival 2025 – Road Signage Request
DATE: May 21st 2025

The City of Dearborn has historically installed signs on Wayne County and State roads to promote Dearborn Homecoming Festival with the approval of Dearborn City Council and Wayne County. We are again seeking permission to install promotional signs for Dearborn Homecoming Festival 2025 on Wayne County roads.

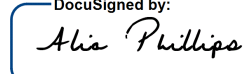
As part of its permitting process, Wayne County and MDOT have requested a resolution from Dearborn City Council approving sign placement. The eight requested 5'x4' double-sided signs are to be located at the following medians:

- Ford Rd and Telegraph Rd median
- Michigan Ave and Outer Drive median
- Median on Michigan Ave near Elm St and Dearborn Station
- Ford Rd and Mercury Dr median
- Ford Rd and Schaefer Rd median
- Outer Drive and Southfield median (near Walnut St)
- Hubbard Drive and Northwood Drive median
- Dix St and Vernor Hwy/Holly St median

If approved, these signs will permit cost-effective physical advertisement of Dearborn Homecoming Festival 2025 to residents and those who commute across the city.

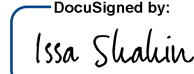
Immediate effect is requested.

Respectfully submitted,

DocuSigned by:

 64F947BA272444C...

Alia Phillips

Community Relations Director

DocuSigned by:

 1059E1C7585A436...

Issa Shahin

Chief of Police



EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Addition of a Deputy Director (Grade 310) Position to the E&A Salary Plan

DEPARTMENT: Community Relations Department

BRIEF DESCRIPTION:

This request is for the authorization to add one new title to the E&A Salary Plan.

PRIOR COUNCIL ACTION: N/A

BACKGROUND: The Community Relations Department respectfully requests adding a Deputy Director (Grade 310) Position to the E&A Salary Plan, as approved by the Civil Service Commission May 1st 2025. As the Department continues to grow, particularly within our Events and Customer Service divisions, we are experiencing a greater demand for strategic oversight, operational coordination, and leadership. This expansion has highlighted the need for enhanced management capacity and stronger overall leadership to ensure we can effectively meet our Department's evolving goals and objectives, deliver high-quality services to our residents, and support the City's broader mission.

FISCAL IMPACT:

The budget for this position was previously approved within the FY26 budget adoption.

IMPACT TO COMMUNITY:

Community Relations Deputy Director Grade 310 - Starting Salary \$93,217 - will support the Director in fostering positive relationships between the city and its residents and community organizations. They will help develop and implement outreach initiatives, manage staff, and address community concerns to enhance civic engagement and inclusivity. They will assist in overseeing the department's Neighborhood Liaison, Events, and Response Center divisions to ensure effective community engagement, event coordination, and timely response to resident needs.

IMPLEMENTATION TIMELINE: Immediate effect is requested.

COMPLIANCE/PERFORMANCE METRICS: This employee will be managed by the Community Relations Director.



**COMMUNITY
RELATIONS**

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: Community Relations Department
VIA: Mayor Abdullah H. Hammoud
SUBJECT: This request is for the authorization to add one new title to the E&A Salary Plan.
DATE: May 21st 2025

The Community Relations Department respectfully requests adding a Deputy Director Position to the E&A Salary Plan, as approved by the Civil Service Commission May 1st 2025.

As the Community Relations Department continues to grow, particularly within our Events and Customer Service divisions, we are experiencing a greater demand for strategic oversight, operational coordination, and leadership. This expansion has highlighted the need for enhanced management capacity and stronger overall leadership to ensure we can effectively meet our Department's evolving goals and objectives, deliver high-quality services to our residents, and support the City's broader mission.


Community Relations Deputy Director Grade 310 - Starting Salary \$93,217 - will support the Director in fostering positive relationships between the city and its residents and community organizations. They will help develop and implement outreach initiatives, manage staff, and address community concerns to enhance civic engagement and inclusivity. They will assist in overseeing the department's Neighborhood Liaison, Events, and Response Center divisions to ensure effective community engagement, event coordination, and timely response to resident needs.

By strengthening our internal structure, we will be better equipped to deliver more efficient, responsive, and high-quality services to our residents—resulting in more inclusive community events, improved customer service experiences, and a stronger connection between residents and their local government.

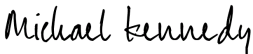
This employee will be managed by the Community Relations Director, and the budget for this position was previously approved within the FY26 budget adoption.


Respectfully submitted,

Department Approval:

DocuSigned by:

 04F817BA272444C...
 Alia Phillips
 Community Relations Director

Budget Approval:

DocuSigned by:

 F77949D1421447F...
 Michael Kennedy
 Finance Director

DocuSigned by:

 E7A573BA25E3460...
 Jeremy Romer
 Corporation Counsel

EXECUTIVE SUMMARY



REQUEST: Approval of a City Police Officer, Bradley Clair, to purchase three years of prior service time for their MERS pension in an amount so determined by MERS. Immediate effect is requested.

DEPARTMENT: Finance

BRIEF DESCRIPTION: Authorized limit as determined by MERS (\$83,250.00) to correlate with MERS Application for Additional Service Credit Purchase form.

PRIOR COUNCIL ACTION: Council has approved previous prior service credit requests for MERS Defined Benefit Plan members.

BACKGROUND: The labor contract between the City of Dearborn and the Police Officers Association of Michigan provides members the opportunity to purchase up to three years of credited service time for prior service or military time. The member purchasing prior service time bears the cost of the purchase exclusively with MERS.

FISCAL IMPACT: Members purchasing prior service is a collectively bargained benefit. Actual experience may differ from assumptions used at the time of calculation. Any resulting cost or benefit to the plan as a result of this purchase won't ultimately be known to the plan.

IMPACT TO COMMUNITY: N/A

IMPLEMENTATION TIMELINE: The attached quote is good for two months beginning on June 1, 2025.

COMPLIANCE/PERFORMANCE METRICS: N/A

FINANCE DEPARTMENT



TO: City Council

FROM: Michael Kennedy, Director of Finance/Treasurer

VIA: Mayor Abdullah Hammoud

SUBJECT PURCHASE OF MILITARY/PRIOR SERVICE TIME

DATE: May 15, 2025

The Collective Bargaining Agreement between the City of Dearborn and the Police Officers Association of Michigan allows for the members to purchase up to three years of Military or prior police/fire service time in the MERS Defined Benefit Retirement Plan.

The City requires that members work a minimum of three years prior to requesting to purchase time through MERS to establish a representative Final Average Compensation (FAC). As provided by the MERS Plan Document, the additional credited service must be approved by the Governing Body of the City of Dearborn.

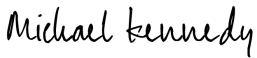
Bradley Clair is a Police Officer in the MERS Pension System who has submitted a request to purchase 3 years of prior military service credit. Please find the attached Application for Additional Service Credit Purchases, which provides the cost estimate and the calculation assumptions used. As per the attached, the cost to Mr. Clair as determined by MERS is \$83,250.00.


This represents the estimated cost of the service credit, as required by the MERS plan document. It is respectfully requested that the City Council adopt the following resolution as provided by MERS:

As provided by the MERS Plan Document, and in accordance with the Employer's policy, the employer hereby authorizes the participant named above to make a service credit purchase from MERS as described above. The Employer understands this is an estimated cost, calculated using actuarial assumptions approved by the Retirement Board. Any difference between the assumptions and actuarial experience will affect the true cost of the additional service to the employer. The calculation assumptions are outlined above and the employer understand and agrees it is accountable for any difference between estimated and actual costs.

The attached Application/Estimate is only valid for two months; as such immediate effect is requested.

Respectfully Submitted,

DocuSigned by:

F77919D1421447E...
Michael Kennedy
Director of Finance/Treasurer

DocuSigned by:

E7A573BA25E3460...
Jeremy J. Romer
Corporation Counsel

Application for Additional Service Credit Purchase

Section 1: Service Credit Purchase Cost Estimate

With the approval of the employer and the local governing body, participants can purchase additional service credit to help meet an early retirement eligibility provision or to increase their pension benefit. Unlike MERS-to-MERS or Act 88 time, purchased service credit generally cannot be used to reach vesting.

This estimate is only valid for two months after June 1, 2025, the effective date of this calculation.

The cost to purchase service credit for each individual is based on many factors. Below is the information that MERS used to prepare this estimate. Please review the following information for accuracy. If any is incorrect, this estimate may not be correct.

Participant Information

Bradley S. Clair

Date of Birth: 11/25/1983
Age: 41 years, 6 months
FAC as of calculation date: \$92,143.21

Employer Information

Dearborn, City of

8251 / 02

Benefit Program

2.80% Multiplier < 25 yrs, 2.50% 25-27 yrs, 1.00% 27-30 yrs, 0.00% > 30 yrs
Benefit F50 (With 25 Years of Service)
Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years
Benefit D2
Benefit FAC-3 (3 Year Final Average Compensation)
10 Year Vesting
Defined Benefit Normal Retirement Age - 60

Service Credit

Earned service credit as of calculation date: 12 years, 10 months
Vesting Only Service:
Other Governmental Service used for Eligibility (MERS or Act 88):
Type of Credited Service to be Purchased: Generic
Amount of additional service requested: 3 years, 0 months

Benefit Impact

	Earliest Eligibility Retirement Date	Retirement Age	Projected FAC	Service Credit	Annual Benefit
Before Proposed Purchase	8/1/2037	53 years 8 months	\$132,022.99	25 years 0 months	\$92,416.08
After Proposed Purchase	8/1/2034	50 years 8 months	\$120,819.74	25 years 0 months	\$84,573.84

*See "Special Conditions Applicable to this Calculation" for details about your annual benefit calculation

Amount Due for this Service Credit Purchase if Paid on or before August 1, 2025: \$83,250.00

The total cost is due in full at the time of purchase and may be paid by either the participant or employer. You may be eligible to transfer assets from other accounts to make a payment for the purchase, such as: 457 Deferred Compensation Plans; 401 plans; 403(b) plans; and some IRAs (traditional and SIMPLE). To initiate this transfer complete the form *Certification of Qualified Fund Rollover to MERS* (form number F-38). Send signed, approved Application for Additional Service Credit to MERS prior to sending any payment.

NOTE: Special Conditions Applicable to this Calculation can be found at the end of this application

Section 2: Calculation Assumptions

1. Projected Earliest Eligible Retirement Date

This date is calculated using the participant’s date of birth, the amount of service credit reported by the employer, and other service credit that we have on record (such as MERS-to-MERS or Act 88 time). If any of this data is incomplete or inaccurate this can affect the cost estimate. If the participant chooses to retire on a different date, it may increase/decrease the actual cost.

2. Projected Final Average Compensation (FAC)

Future increases in the FAC are assumed to be a 3.00% annual increase. This calculation is dependent on the wages reported by the employer to MERS. If the actual increases end up being different than the assumption, it may increase/decrease the actual cost.

3. Projected Service Credit

It is assumed the participant will continue to work until the earliest date for unreduced retirement benefits unless a specific termination date is shown. Any deviation from the earliest eligibility date may increase/decrease the actual cost.

4. Benefit Program

The current benefit plan provisions are used to calculate the cost of purchasing service credit. If the participant transfers into a different division and is eligible for a benefit plan with different provisions, then the cost may differ from the initial calculation. Likewise costs may differ if the municipality adopts different benefits in the future for any participant that has purchased service credit. These changes will be reflected in the actuarial valuation required to adopt any benefit increase.

5. Investment Assumption

The current investment return assumption for service credit purchase is 5.93%.

6. Mortality Rate

Assumptions are made on the life expectancies of the participant and their surviving spouse, using tables generated by actuarial professionals.

Section 3: Certification and Authorization

PARTICIPANT CERTIFICATION

I certify the above information is correct and accurate. If this is a purchase of qualifying "other governmental" service, I certify the service has not and will not be recognized for the purposes of obtaining or increasing a pension under another defined benefit retirement plan.


Participant Signature

5.21.25
Date

GOVERNING BODY RESOLUTION

By Resolution of its Governing Body, at its meeting on _____, as provided by the MERS Plan Document, and in accordance with the employer’s policy, the employer hereby authorizes the participant named above to make a service credit purchase from MERS as described above. The employer understands this is an estimated cost, calculated using actuarial assumptions approved by the Retirement Board. Any difference between the assumptions and actuarial experience will affect the true cost of the additional service to the employer. The calculation assumptions are outlined above and the employer understands and agrees it is accountable for any difference between estimated and actual costs.

Signature of Authorized Official

Date

Title

MERS Use Only

Payment Received:	Participant Payment:
Service Credit:	ER Payment:
Signed:	

Special Conditions Applicable to this Calculation

Straight Life Formula Before Purchase:
\$132,022.99 x 25 x 2.8% = \$92,416.09 ÷ 12 = \$7,701.34

Straight Life Formula After Purchase:
\$120,819.74 x 25 x 2.8% = \$84,573.82 ÷ 12 = \$7,047.82

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

Immediate Effect Requested

REQUEST: Approval of purchase for Health & Wellness Assessment Educational courses

DEPARTMENT: Fire Department, In conjunction with Purchasing

BRIEF DESCRIPTION: The Fire Department requests approval to purchase three O2x health and wellness assessment and educational courses for the members of the Dearborn Fire Department in the amount of \$60,000. This course is funded through the FY23 FEMA Assistance to Firefighters Grant (EMW-2023-FG-00685) previously accepted by City Council. The O2x course provides health assessments to each of our firefighters and includes education on topics such as injury risk reduction, nutrition fueling for best performance, physical conditioning programs and sleep and fatigue management. This course is part of our comprehensive health and wellness program and is focuses on elevating a culture of health and wellness, improving mental and physical wellbeing, supporting healthy lifestyles and reducing healthcare costs.

PRIOR COUNCIL ACTION: CR 9-463-24 Approval of the FY2023 Assistance to Firefighter Grants for \$877,961

BACKGROUND: This course is another step in the evolution of the Dearborn Fire Department Health and Wellness program. As we know firefighters are at a greater risk of injury and illness due to the demands and exposures of their job. The O2x course provides health assessments to each of our firefighters and includes education on topics such as injury risk reduction, nutrition fueling for best performance, physical conditioning programs and sleep and fatigue management. This course is part of our comprehensive health and wellness program and is focuses on elevating a culture of health and wellness, improving mental and physical wellbeing, supporting healthy lifestyles and reducing healthcare costs. These courses are funded through Department's FY2023 FEMA Assistance to Firefighters Grant.

FISCAL IMPACT: \$60,000- Paid through funds previously accepted and allocated by City Council from the FY2023 Assistance to Firefighters Grant (EMW-2023-FG-000685)

COMMUNITY IMPACT: Firefighters can best serve the community when they are healthy and injury free. Healthier and injury free firefighters also reduce healthcare costs borne by the City.

IMPLEMENTATION TIMELINE: Immediately upon council approval.

COMPLIANCE/PERFORMANCE METRICS: The Fire Department's Health and Wellness Coordinator will monitor the effectiveness of the class and compare against trend data from previous years injury and sick time usage.

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

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Approval of purchase for Health & Wellness Assessment Educational courses
DATE: May 23, 2025

Budget Information

Adopted Budget:	\$35,000
Amended Budget:	\$25,000
Requested Amount:	\$60,000
Funding Source:	Fire, Fire Fighting Health Services, Health Professional Fees
Supplemental Budget:	Assistance to Fire Grant 00685 \$877,961

Summary of Request

The Fire Department, in conjunction with Purchasing, recommends the Purchase of Health & wellness Assessment Educational Courses (3) for the Fire Department.

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

Background and Justification

This course is another step in the evolution of the Dearborn Fire Department Health and Wellness program. As we know firefighters are at a greater risk of injury and illness due to the demands and exposures of their job. The O2x course provides health assessments to each of our firefighters and includes education on topics such as injury risk reduction, nutrition fueling for best performance, physical conditioning programs and sleep and fatigue management. This course is part of our comprehensive health and wellness program and is focuses on elevating a culture of health and wellness, improving mental and physical wellbeing, supporting healthy lifestyles and reducing healthcare costs. These courses are funded through Department's FY2023 FEMA Assistance to Firefighters Grant.

Process

This procurement is in accordance with Section 2-568 (b) (6) J, Professional Services Procurement, of the Purchasing Ordinance.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Prepared By:

DocuSigned by:

Mark Rozinsky

D17FE0C142E34C3...
Mark Rozinsky, Purchasing Manager

Department Approval:

DocuSigned by:

Joseph Murray

03FD55081D2F4D0...
Joseph Murray, Fire Chief

Budget Approval:

DocuSigned by:

Michael Kennedy

F77919D1421447F...
Michael Kennedy, Treasurer & Finance Director

Initial

CS

Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

E7A573BA25E3460...
Jeremy J. Romer, Corporation Counsel



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Mohamed Ali Alabed has requested a two-month extension of time in which to commence construction on the vacant lot at 24108 Scott.

Immediate effect

DEPARTMENT: Law

BRIEF DESCRIPTION: Mohamed Ali Alabed is requesting a two-month extension of time in which to commence construction at 24108 Scott. His request indicates that the reason for the delay is that he experienced significant difficulty getting his engineer and surveyor to communicate effectively, which has impacted the project timeline. The deadline to commence construction was set for 18 months following the closing, or May 9, 2025. As the recently approved revised Land Sales Guidelines lengthened the time period to commence construction from 18 to 24 months following closing, it is recommended that City Council approve his request for a two-month extension in which to commence construction. It is further recommended that the extension fee be waived as the Guidelines now allow 24 months to commence construction. If approved, the new deadline to commence construction would be July 9, 2025.

PRIOR COUNCIL ACTION: Council Resolution 8-416-23 authorized the sale of the vacant lot at 24108 Scott to Mohamed Ali Alabed for \$42,600 for the construction of a single-family home.

BACKGROUND: Council Resolution 8-416-23 authorized the sale of the vacant lot at 24108 Scott to Mohamed Ali Alabed for \$42,600 for the construction of a single-family home. Closing took place on November 9, 2023. Mohamed Ali Alabed was required to commence construction of a single-family home within 18 months of the closing date, by May 9, 2025.

FISCAL IMPACT:

- N/A:

IMPACT TO COMMUNITY:

- N/A

IMPLEMENTATION TIMELINE:

- The new deadline to commence construction would be July 9, 2025.

COMPLIANCE/PERFORMANCE METRICS:

- Law Department and Department of Economic Development will monitor compliance with conditions pertaining to the sale, including all deadlines.

**LAW****EXECUTIVE SUMMARY AND MEMORANDUM**

TO: City Council

FROM: Corporation Counsel

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Mohamed Ali Alabed's request for a two-month extension to commence construction on 24108 Scott

DATE: May 15, 2025

Summary of Request

Council Resolution 8-416-23 (attached) authorized the sale of the vacant lot at 24108 Scott to Mohamed Ali Alabed for the construction of a single-family home. The closing took place on November 9, 2023. Mohamed Ali Alabed was required to commence construction of a single-family home within 18 months of the closing date, by May 9, 2025.

Mohamed Ali Alabed is now requesting an additional two months in which to commence construction at 24108 Scott. His request indicates that the reason for the delay is that he experienced significant difficulty getting his engineer and surveyor to communicate effectively, which has impacted the project timeline. (Please see attached letter.)

As the recently approved revised Land Sales Guidelines lengthened the time period to commence construction from 18 to 24 months following closing, it is recommended that City Council approve Mohamed Ali Alabed's request for a two-month extension in which to commence construction. It is further recommended that the extension fee be waived as the Guidelines now allow 24 months to commence construction.

Therefore, it is recommended that Mohamed Ali Alabed's request for a two-month extension of time in which to commence construction of a single-family home at 24108 Scott be approved. It is also recommended that the extension fee be waived. The new deadline to commence construction on 24108 Scott will be July 9, 2025. All other terms and conditions contained in the original Purchase Agreement and Council Resolution 8-416-23 shall remain in effect.

A resolution requesting immediate effect is attached.

Respectfully submitted,

DocuSigned by:

Rebecca Schultz

C73061A00EB9490...

REBECCA A. SCHULTZ
Assistant Corporation Counsel

APPROVED:

DocuSigned by:

Jeremy Romer

E7A573BA25E3460...

JEREMY J. ROMER
Corporation Counsel

RESOLUTION

WHEREAS: Council Resolution 8-416-23 authorized the sale of the vacant lot at 24108 Scott to Mohamed Ali Alabed for the construction of a single-family home. The closing took place on November 9, 2023. Mohamed Ali Alabed was required to commence construction of a single-family home within 18 months of the closing date, by May 9, 2025, and

WHEREAS: Mohamed Ali Alabed is now requesting a two-month extension in which to commence construction on 24108 Scott. His request indicates that the reason for the delay is that he experienced significant difficulty getting his engineer and surveyor to communicate effectively, which has impacted the project timeline, and

WHEREAS: As the recently approved revised Land Sales Guidelines lengthened the time period to commence construction from 18 to 24 months following closing, it is recommended that City Council approve Mohamed Ali Alabed's request for a two-month extension in which to commence construction. It is further recommended that the extension fee be waived as the Guidelines now allow 24 months to commence construction; therefore, be it

RESOLVED: That Mohamed Ali Alabed's request for a two-month extension of time in which to commence construction of a single-family home at 24108 Scott is approved; be it further

RESOLVED: That the extension fee is waived as the Guidelines now allow 24 months to commence construction; be it further

RESOLVED: That the new deadline to commence construction on 24108 Scott is July 9, 2025; be it further

RESOLVED: That all other terms and conditions contained in the original Purchase Agreement and Council Resolution 8-416-23 shall remain in effect; be it further

RESOLVED: That this Resolution is given immediate effect.

To whom this may regard,

I would like to formally request a two-month extension to commence construction on 24108 Scott St , I anticipate being able to start excavation for the 24108 Scott property by July 9th. The reason for the delay is that I experienced significant difficulty getting the engineer and surveyor to communicate effectively, which has unfortunately impacted the project timeline. That said, I am eager to move forward and would appreciate the opportunity to keep these lots active

Sincerely,

Mohamed Alabed.

By Abraham supported by Enos.

8-416-23. WHEREAS: Following a Request for Proposals, Sunflower Realty LLC was recently awarded a contract with the City of Dearborn to provide property brokerage and marketing services for certain residential City-owned lots available for sale. Sunflower Realty LLC is located at 835 Mason Street, Suite D175, in Dearborn, and is owned by Realtor Mariam Khalaf, the sole member of the LLC. The properties to be sold by Sunflower Realty LLC are limited to those vacant buildable lots set forth on the Lot List, and

WHEREAS: Under the contract, Sunflower Realty LLC will handle all customary activities and services associated with the sale of the properties on the Lot List. Sunflower Realty LLC will first conduct a market analysis of comparable properties for each property on the Lot List to determine the listing price, subject to the minimum bid prices established by the City Assessor which are set forth on the Lot List. Sunflower Realty LLC will then list the properties in professional listing services and establish a marketing strategy that employs multiple types of advertising including, but not limited to, internet exposure, signs, and alternate trade publication strategies. Sunflower Realty LLC will also employ professional networks/relationships to properly target the marketing of specialty properties. Sunflower Realty LLC will consult with the Department of law on real property deed restrictions, conditions imposed, other interests that may affect the property (e.g., easements, flood zones, etc.), and zoning regulations. Sunflower Realty LLC will then negotiate and obtain executed purchase agreements for the sale of the properties, coordinate and attend all closings, and coordinate with City staff to prepare a next steps checklist for purchasers outlining the required steps for construction. In exchange for these services, Sunflower Realty LLC has agreed to accept 4% commission on each property sale. Section 2-576(a) of the Code of Ordinances of the City of Dearborn, Michigan requires that transactions involving the sale of real property be authorized by Council resolution. Rather than seeking individual approval of each sale of a property on the Lot List, the Economic Development Department and the Department of Law request that City Council issue one resolution approving the sale of all vacant buildable lots listed on the Lot List for amounts equal to or exceeding the minimum bid prices listed on the Lot List, and

WHEREAS: Each sale will be subject to certain terms and conditions, including the following, which will be contained in the Purchase Agreement for each sale:

- a. If the Purchaser is a Limited Liability Company (LLC) or similar legal entity, the LLC or entity must disclose in writing the names of all of its members, including any and all members of the executing board if applicable.
- b. Purchaser agrees to close on the sale within ninety (90) days after evidence of title is provided.
- c. Purchaser shall assume all responsibility for soil testing and soil conditions.
- d. Purchaser shall pay for the costs associated with the survey, document recording fees, inspection and compliance fees, and Purchaser's closing fees owed to the Title Company.
- e. The City of Dearborn Department of Law may administratively review and approve a request to assign or transfer the name of the Purchaser only if the transfer is to another entity for which the Purchaser has a legal interest. Otherwise, Purchaser shall not sell or assign his interest in the Property until the lot is completely developed and all permits are finalized.
- f. Construction of a single-family dwelling on the Property shall commence within 18 months from the date of closing. Upon a showing of good cause, City of Dearborn Department of Law may consider one (1) six-month extension. Construction shall be deemed "commenced" when:
 - i.) The plans have been approved by the Economic Development Department; and
 - ii.) Building permits have been issued; and
 - iii.) Excavation of the basement/foundation has begun.
- g. The deed for each sale shall contain a deed restriction which requires commencement of construction of a single-family home within 18 months from the date of closing.

- h. Purchaser must submit initial plans to the Economic Development Department within nine (9) months from the date of closing. Upon a showing of good cause, one (1) extension up to ninety (90) days may be administratively approved by the City of Dearborn Department of Law.
- i. Purchaser shall complete construction before building permits expire.
- j. Purchaser shall comply with all residential landscaping requirements in accordance with Dearborn Zoning Ordinances. Purchaser shall not receive a full certificate of occupancy until landscaping is completed.
- k. The house shall not be occupied until a Certificate of Occupancy has been approved.
- l. Purchaser shall comply with all requirements contained in the Dearborn Zoning Ordinances.
- m. Purchaser must comply with applicable Historical Preservation and/or neighborhood-imposed guidelines and restrictions.
- n. The sale is subject to a recorded right to repurchase in favor of the City of Dearborn. If Purchaser fails to comply with the terms and conditions contained in the Purchase Agreement, the City may, in its sole discretion, repurchase the property for the original sale price, less 10%, and less costs associated with the transfer back to the City of Dearborn.
- o. At closing, Purchaser agrees to sign a Covenant Deed which will be held in escrow by the title company for an 18-month period from the date of closing. If the Purchaser commences construction within this period, the title company shall be directed to destroy the Covenant Deed at the end of the 18-month period. If the Purchaser has not commenced construction as required, and has not obtained an extension of time in which to do so, the title company shall record the Covenant Deed at the Wayne County Register of Deeds at the end of the 18-month period and the Purchaser will be refunded the purchase price, less 10%, and less any costs associated with the transfer of the property back to the City of Dearborn, and

WHEREAS: Section 2-576(a) of the Code of Ordinances of the City of Dearborn, Michigan requires Corporation Counsel to review offers to purchase and proposals to sell City-owned property and to make a recommendation to Council concerning the sufficiency of the consideration and the public purpose involved in the land transaction. Under Section 2-576(b)(2), the following factors are to be considered in making a recommendation to sell a City-owned property:

- a. Identification of the public purpose involved in the proposed land transaction.
- b. Determination of the market value of the property as indicated by the assessed and equalized values of the property from the city assessor's records.
- c. An opinion of value from the city assessor's office.
- d. Advertising and/or posting the property if two or more persons have indicated an interest in the property or the property has general utility or the City council requests the property be advertised.
- e. Examining the use to which the property can or will be put and the cost of acquisition, demolition and improvement.
- f. Sale to the highest bidder. Consideration to include dollar offer and such other items as identified by the corporation counsel that represent a legal obligation to the city and value assigned thereto. The city shall reserve the right to reject all bids, and

WHEREAS: In accordance with the above Ordinance, the Economic Development Department and the Department of Law recommend that City Council approves the sale by Sunflower Realty LLC of all vacant buildable lots listed on the Lot List for amounts equal to or exceeding the listed minimum bid prices pursuant to the above terms and conditions, and

WHEREAS: The City has no further need for any of the properties on the Lot List. Further, sale of each vacant lot on the List will serve a public purpose by revitalizing and stabilizing each neighborhood and by adding each property to the tax rolls to generate revenue for the City, and

WHEREAS: Each minimum bid price on the Lot List was established by the City Assessor. As such, the Assessor has determined that an amount equal to or exceeding the listed minimum bid price is a fair and reasonable price for each property. It would therefore be in the City's best interest to accept an offer equal to or exceeding the listed minimum bid price for each property, and

WHEREAS: Council's issuance of one resolution approving the sale by Sunflower Realty LLC of all properties on the attached Lot List will save Council, as well as City staff, time and resources that may be redirected to other pressing City matters, thereby resulting in increased efficiency. As additional vacant lots become available for sale by the City, the Department of Law will request Council's approval of additional lot lists setting forth lots to be sold subject to the listed minimum bid prices established by the Assessor and subject to the terms and conditions above, and

WHEREAS: Based upon the foregoing, the Economic Development Department and the Department of Law recommend that City Council approve the sale by Sunflower Realty LLC of all vacant buildable lots listed on the Lot List for amounts equal to or exceeding the listed minimum bid prices pursuant to the above terms and conditions that will be set forth in each Purchase Agreement; therefore be it

RESOLVED: That this Council approves the sale by Sunflower Realty LLC of all vacant buildable lots listed on the Lot List for amounts equal to or exceeding the listed minimum bid prices established by the Assessor; be it further

RESOLVED: That all bids and/or offers made to Sunflower Realty LLC for any of the lots listed on the Lot List shall be presented by Sunflower Realty LLC to the City through Corporation Counsel for final review and approval, and that only the highest bidder that agrees to the above terms and conditions shall be accepted; be it further

RESOLVED: That the sale of each property on the Lot List is contingent upon the above terms and conditions, which shall be set forth in each Purchase Agreement to be approved by Corporation Counsel or his designee; be it further

RESOLVED: That the Mayor and Corporation Counsel or his designee be and are hereby authorized to execute any necessary documents on behalf of the City of Dearborn to complete the sales of the properties listed on the Lot List; be it further

RESOLVED: That this resolution be given immediate effect.

The resolution was adopted as follows: Yeas: Abraham, Enos, Hammoud, Herrick, Paris, and Sareini (6), Nays: None (0); Absent: Alsawafy (1).

MAYOR'S OFFICE



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: NATIONAL LEAGUE OF CITIES MEMBERSHIP

DATE: MAY 29, 2025

The Mayor's Office requests authorization to renew a city-wide membership with the National League of Cities (NLC) for the period 6/01/25 to 6/01/26. The cost of the city-wide membership is \$10,288.00, which is \$1,619.00 higher than last fiscal year.

Membership provides the City of Dearborn with a collective voice in the nation's capital on federal policy and advocacy issues that concern the City. Membership also networks the City's elected and top appointed officials with the experience and ability of municipal leaders nationwide and provides access to resources used to promote innovation and manage common issues such as Veteran homelessness, local job training programs, local water infrastructure projects, and other transportation programs.

Additionally, membership benefits include a weekly newsletter, attendance at annual meetings that offer educational opportunities, and an active website which provides members access to studies, reports, and information that can assist in improving performance.

The membership dues for FY25 are budgeted in city-wide account 101-1700-793-65.00.

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

Abdullah H. Hammoud
Mayor



Remit Address:
National League of Cities
PO Box 70511
Philadelphia, PA 19176-0511

CITIES STRONG TOGETHER

660 North Capitol Street, NW, Washington, DC 20001

Amy Mascarello
City of Dearborn
16901 Michigan Ave Ste 20
Dearborn Administrative Center
Dearborn, MI 48126-2967

Invoice

Customer #: 2159
Invoice #: 192553
Invoice Date: 02/19/2025
Membership: 2025

Description	Amount
City of Dearborn Direct Member Dues	
Direct Member Dues for period: 6/1/2025 - 5/31/2026	\$10,288.00

*Credit Card payments: visit the MyNLC Portal or
nlc.org/expresspay (no log in needed)
Check payments: Please address to NATIONAL LEAGUE OF
CITIES, PO BOX 70511 Philadelphia, PA 19176-0511
ACH/EFT payments for NLC: Account Name – National
League of Cities; Account Number – 2000033034119;
Wire/ACH Routing Number – 121000248; Bank – Wells Fargo
Bank, N.A.; Bank Address – 420 Montgomery San Francisco,
CA 94104; Please include the invoice number in the subject
line.*

Invoice Total: \$10,288.00
Amount Paid: \$0.00
Please Pay: \$10,288.00

PLEASE DETACH AND REMIT WITH YOUR PAYMENT

Invoice #: 192553

Customer #: 2159

Amy Mascarello
City of Dearborn
16901 Michigan Ave Ste 20
Dearborn Administrative Center
Dearborn, MI 48126-2967

Remit Payment To:

National League of Cities
PO Box 70511, Philadelphia, PA 19176-0511

Total Due: **\$10,288.00**
Amount Paid :

MAYOR'S OFFICE



TO: CITY COUNCIL
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: UNITED STATES CONFERENCE OF MAYORS
DATE: MAY 29, 2025

The Mayor's Office requests authorization to renew a citywide membership with the United States Conference of Mayors FY 2026.

With the payment of the membership dues, the City of Dearborn continues to be a part of an esteemed group of leaders from across the country who are committed to making America's cities stronger. At the US Conference of Mayors, Democrats, Republicans, and Independents come together to solve problems and lobby Washington to enact real change in our cities. The cost of the city-wide membership is \$10,402.00, which is \$303.00 higher than last fiscal year..

The membership dues for FY26 are budgeted in city-wide account 101 1299 421 6500.

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

Abdullah H. Hammoud
Mayor



THE UNITED STATES
CONFERENCE OF MAYORS

INVOICE

INV005756

U.S. Mayors

1620 I St., NW 4th Floor
Washington, DC 20006
tjackson@usmayors.org

Date: Jul 1, 2025

Bill To:

Due Date: Jul 31, 2025

City of Dearborn (MI)

16901 Michigan Ave.
Dearborn, MI 48126-2967

CUSTTYPE_NAME: Fiscal Year Member

Balance Due: \$10,402.00

Item	Quantity	Rate	Amount
Billing FY2026	1	\$10,402.00	\$10,402.00
Fiscal Year Member Billing 2026			

Total: \$10,402.00

Terms:

Remittance Address:

THE UNITED STATES CONFERENCE OF MAYORS
P.O. BOX 826902
PHILADELPHIA, PA 19182-6902



**PARKS
& RECREATION**

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Approval of the annual Divine Child Falcon 5K Run

DEPARTMENT:

Parks & Recreation

BRIEF DESCRIPTION:

The Divine Child High School Alumni Association is requesting the City Council's approval to hold their annual Falcon 5K Run on Saturday, August 2, 2025. The event will take place from approximately 8:00 a.m. to 12:00 p.m. A waiver of the city noise ordinance is also being requested for the duration of the event.

PRIOR COUNCIL ACTION:

CR: 7-385-24

BACKGROUND:

The 32nd annual Falcon 5K Run event will attract approximately 250-300 participants and consist of a Free Tot Trot on the Divine Child High School Mark Carpenter Memorial Jogging Track (Beginning at 8:15 a.m.), a 1-Mile Fun Run (Beginning at 8:45 a.m.) and the traditional 5K Run (Beginning at 9:15 a.m.). The Falcon 1-Mile Fun Run route will remain the same as previous years.

FISCAL IMPACT:

Reimbursement for any necessary city services.

COMMUNITY IMPACT:

Minimal disruptions to roads with assistance from Dearborn Police Department to ensure runner and citizen safety.



**PARKS
& RECREATION**

EXECUTIVE SUMMARY AND MEMORANDUM

IMPLEMENTATION TIMELINE:

Immediate effect is requested.

COMPLIANCE/PERFORMANCE METRICS:

Recreation and Police will work together to ensure event logistics and compliance are 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 annual Divine Child Falcon 5K Run
DATE: 5/23/2025

Budget Information

Adopted Budget:

Amended Budget:

Requested Amount:

Funding Source:

Supplemental Budget:

Summary of Request

The Divine Child High School Alumni Association is seeking the City Council's approval to host its 32nd Annual Falcon 5K Run on Saturday, August 2, 2025, from approximately 8:00 a.m. to 12:00 p.m. While this event will be conducted in full compliance with all applicable ordinances, rules, and regulations of the Dearborn Police Department, a waiver of the city noise ordinance is being requested for the duration of the event.

The anticipated participation is between 250 and 300 participants this year. The event will feature a Free Tot Trot beginning at 8:15 a.m. on the Divine Child High School Mark Carpenter Memorial Jogging Track, a 1-Mile Fun Run starting at 8:45 a.m., and the traditional 5K Run commencing at 9:15 a.m. Please be aware that the route for the Falcon 1-Mile Fun Run will remain consistent with previous years and that this event is subject to full reimbursement for all City services provided.



**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 5/23/2025

Assistant Director - Parks & Recreation

DocuSigned by:
Issa Shahin
1053E1C7585A436...
Issa Shahin

Police Chief

DocuSigned by:
Sean R Fletcher
503098961A7C461...
Sean R Fletcher 5/23/2025

Director of Parks & Recreation

DocuSigned by:
Jeremy Romer
E7A573BA25E3460...
Jeremy Romer

Corporation Counsel



2025 Course Map

LEGEND

5K Route



1 Mile Fun
Run Route

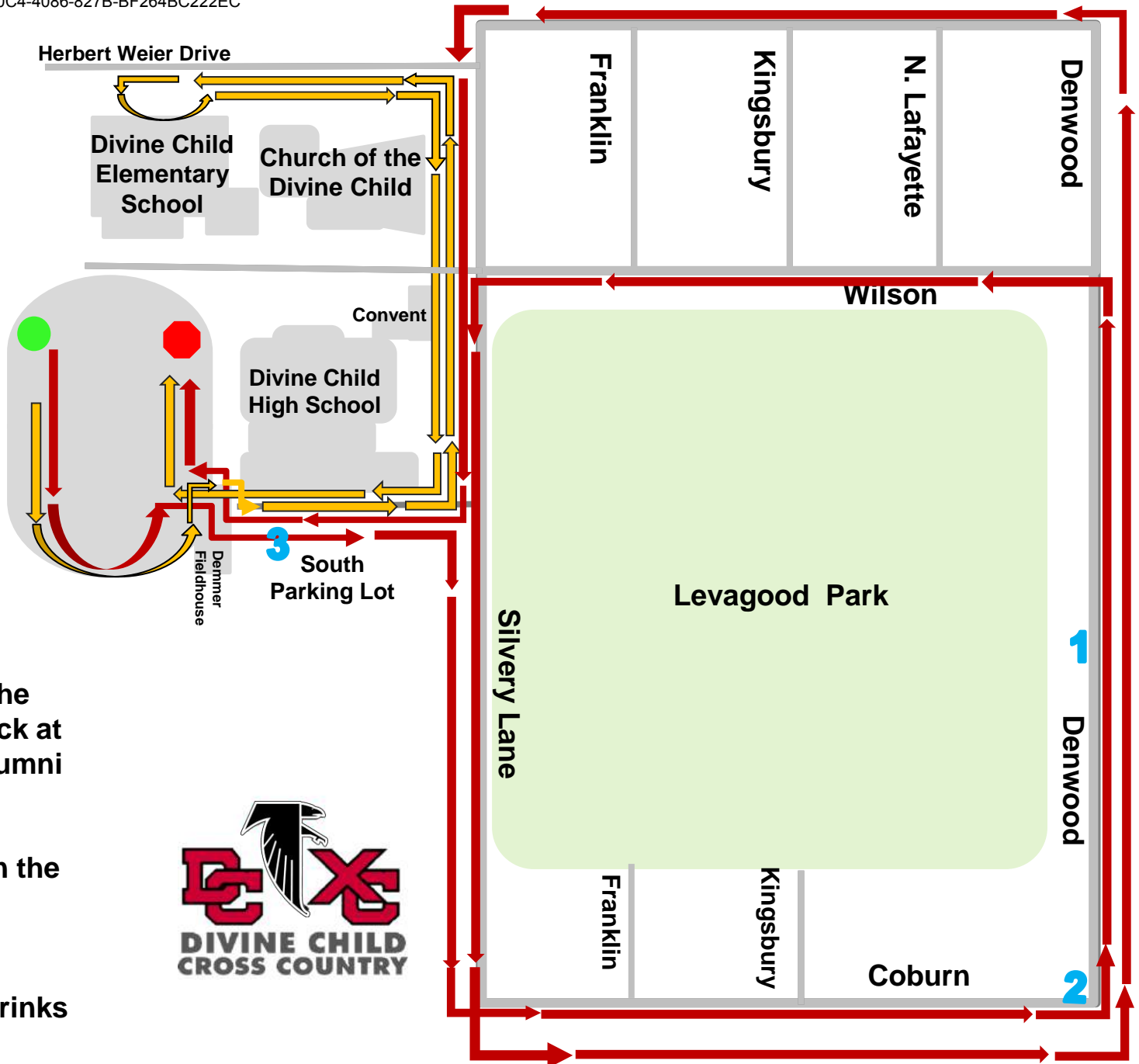


Mile Markers **1 2 3**

All Races Start on the
Mark Carpenter Track at
The Divine Child Alumni
Athletic Complex.

All races will end on the
common finish line
on the track.

Please no food or drinks
on the stadium turf.





EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Recognize EGLE Scrap Tire Clean-up Grant Agreement between the Michigan Department of Environment, Great Lakes, and Energy and City of Dearborn

DEPARTMENT: Department of Public Works & Facilities- Public Service Division

BRIEF DESCRIPTION: An agreement made between the Michigan Department of Environment, Great Lakes and Energy, and the State Materials Management Division to allow the City of Dearborn to dispose of scrap tires.

PRIOR COUNCIL ACTION: The City of Dearborn will be disposing of scrap tires not to exceed the amount of \$12,000. An agreement was made between the Michigan Department of Environment, Great Lakes and Energy, and the State Materials Management Division to allow the City of Dearborn to dispose of scrap tires.

BACKGROUND: The City of Dearborn will be disposing of scrap tires not to exceed the amount of \$12,000. An agreement was made between the Michigan Department of Environment, Great Lakes and Energy, and the State Materials Management Division to allow the City of Dearborn to dispose of scrap tires.

FISCAL IMPACT: N/A

COMMUNITY IMPACT: Residents will now be allowed to drop off within reason scrap tires at our Department of Public Works Yard. The Department of Public Works can now properly dispose of tires that are illegally dumped along the sides of our roadways and medians.

IMPLEMENTATION TIMELINE: Start date to be executed by EGLE and to end December 31, 2025.

COMPLIANCE/PERFORMANCE METRICS: The department of Public Works will be disposing of scrap tires at the designated facility Silver Lining, chosen by the EGLE. The State will then issue the checks to the facility.



EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: Department of Public Works & Facilities

SUBJECT: Michigan Department of Environment, Great Lakes and Energy (EGLE) Scrap Tire Clean-Up Grant

DATE: May 21, 2025

Summary of Request

The Department of Public Works and Facilities, would like to recognize the EGLE Scrap Tire Clean-up Grant Agreement between the Michigan Department of Environment, Great Lakes, and Energy and City of Dearborn.

The Department of Public Works and Facilities, will be disposing of scrap tires not to exceed the amount of \$12,000.00. A grant agreement was made between the Michigan Department of Environment, Great Lakes and Energy, and the State Materials Management Division to allow the City of Dearborn to dispose of scrap tires.

The Department of Public Works respectfully requests the acknowledgement of grant award from the Michigan Department of Environment, Great Lakes and Energy, and the State of Materials Management Division to allow the City of Dearborn to dispose of scrap tires.

Signature Page

Prepared By:

Nicole Golich

CBB286534F0047D...

Nicole Golich, Deputy Director

Department Approval:

Tim Hawkins

35BABC85BED3455...

Tim Hawkins, Director of Public Works

Budget Approval:

Michael Kennedy

F77919D1421447F...

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

Jeremy Romer

E7A573BA25E3460...

Jeremy J. Romer, Corporation Counsel



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Award of Contract for As-Needed Painting Services for City Housing Buildings

DEPARTMENT: Public Works and Facilities, in Conjunction with Purchasing

BRIEF DESCRIPTION: Requesting the award of As-Needed Painting Services through an Invitation to Bid to Industrial Painting Contractors, Inc. The requested amount is \$75,525.00, which breaks down as \$30,525.00 for Sareini Manor and \$45,000.00 for O'Reilly Manor.

PRIOR COUNCIL ACTION: CR 04-206-22 approved Industrial Painting Contractors, Inc for these same services for one year, with two one-year renewals, with the second renewal expiring 6/27/25.

BACKGROUND: The Housing Division of the Department of Public Works is charged with the management and operation of O'Reilly Manor and Sareini Manor, two essential senior apartment buildings. To consistently provide a safe and clean-living environment for residents, the Housing Division requires readily available painting services. These As-Needed Painting Services are crucial for the ongoing upkeep and maintenance of both senior apartment buildings and for the efficient preparation of individual units for new residents. This contract outlines the terms under which these vital services will be provided.

FISCAL IMPACT: The requested amount is \$75,525.00, which breaks down as \$30,525.00 for Sareini Manor and \$45,000.00 for O'Reilly Manor.

COMMUNITY IMPACT: The approval of this contract will allow vacant units to be painted and re-rented. The community impact is that more seniors will be able to obtain sanitary, safe, and affordable units in a timely manner. The execution of this contract will decrease the time from move-out to lease-up for new residents

IMPLEMENTATION TIMELINE: The goal of the Housing Department is to have all units prepped and ready to be rented within two weeks of vacancy.

COMPLIANCE/PERFORMANCE METRICS: As-Needed Painting Services will be monitored by the on-site maintenance staff of the Housing Division at each location.

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

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Award of Contract for As-Needed Painting Services to Industrial Painting Services, Inc
DATE: May 23rd, 2025

Budget Information

Adopted Budget: \$98,349 FY2026 Budget Adoption
Amended Budget: \$98,349
Requested Amount: \$75,525.00
Funding Source: Srs Apt Operating Fund, Housing, Repair & Maintenance, Interior Painting
Supplemental Budget:

Summary of Request

Public Works and Facilities, in conjunction with the Purchasing Department, recommends the competitive award for As-Needed Painting Services for the City Housing Buildings to Industrial Painting Contractors, Inc. The requested amount is \$75,525.00, which breaks down as \$30,525.00 for Sareini Manor and \$45,000.00 for O'Reilly Manor.

The contract will cover an initial one-year period, with two two-year renewals available at the same pricing and terms.

It is respectfully requested that the Council authorize the contract and renewals. The resulting contract shall not be binding until fully executed. Immediate effect is requested so that services can continue uninterrupted.

Background and Justification

The Housing Division of the Department of Public Works is charged with the management and operation of O'Reilly Manor and Sareini Manor, two essential senior apartment buildings. To consistently provide a safe and clean-living environment for residents, the Housing Division requires readily available painting services. These As-Needed Painting Services are crucial for the ongoing upkeep and maintenance of both senior apartment buildings and for the efficient preparation of individual units for new residents. This contract outlines the terms under which these vital services will be provided.

Procurement Process

Purchasing solicited bids with process details as follows:

Process: Invitation to Bid
Issue Date: April 30th, 2025



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Deadline Date: May 13th, 2025
 Vendors Solicited: 264
 Solicitations Obtained: 26
 Bids Received: 4

The remaining bids were evaluated and are shown in the following bid summary:

BIDDER	TOTAL BID
GM Painting**	\$57,350.00
Industrial Painting Contractors, Inc	\$75,525.00
KV Painting, LLC	\$95,150.00
Invision Finishing LLC	\$135,900.00

**Did not pass reference check

Industrial Painting Contractors, Inc was found to have submitted the lowest responsive and responsible bid, due to their superior credentials, more extensive experience, and proven track record, specifically within senior apartment buildings. 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.


Signature Page

Prepared By:


Signed by:

 7D2E1C2C4D89410...
 Jason Pich, Buyer


Department Approval:

DocuSigned by:

 35BABC85BED3455...
 Tim Hawkins, Director of Public Works

Budget Approval:

DocuSigned by:

 F77919D1421447F...
 Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

DocuSigned by:

 E7A573BA25E3460...
 Jeremy J. Romer, Corporation Counsel



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Award of contract for Cityworks Annual Maintenance Agreement. Recognize and appropriate funding transfer from Innovation and Technology to the Water fund.

DEPARTMENT: Department of Public Works & Facilities, In Conjunction with Purchasing

BRIEF DESCRIPTION: Cityworks AMS (Asset Management System) is a software platform that allows for the tracking of operations and maintenance activity via work orders, service requests, and inspections. The software provides analytics through custom reports and queries and integrates with the City's Geographic Information System to relate work activities to the City's infrastructure and facilities.

"Respond" is a new user interface that will be replacing the one we currently use called "Office". Cityworks plans to discontinue support for Office. The new Respond interface offers admin tools for more in-depth configuration of user layouts, dashboards, and reporting. These tools help ensure a friendly user interface depending on the users' needs while keeping data organized and ready for analysis.

Due to the City's current ERP system transition, a 1-year maintenance agreement is requested.

PRIOR COUNCIL ACTION:

The original purchase of the software and maintenance was authorized by council resolution 10-680-09. The 3-year maintenance agreements have been authorized on council resolutions 1-13-13, 3-131-16, 1-16-19, 2-126-22.

BACKGROUND: The city's current version of Cityworks 15.8.6 is an on-premise software used heavily by Water, Sewer, Public Service, Building Maintenance and Engineering Departments for submitting and tracking Service Requests, Inspections, and work orders via web browser or the Cityworks 11 mobile application. Tracking includes time to complete, equipment costs, materials cost, labor costs etc.

This tracking allows for analytics to be done via Cityworks extensions and/or ESRI GIS web applications, maps and dashboards. Webhooks allow for automatic notification emails that are triggered by events in Cityworks, such as the creation of a work order, service request, or inspection. With the purchase of the Citizen Engagement API, the Citizen Problem Reporter was established to allow Community Relations and Police Dispatch to easily submit service requests from Dearborn residents through an ESRI web map application that is then sent to Cityworks, and then the appropriate maintenance department.

There are currently 127 logins/users for Cityworks and another 45 employees that are entered for cost tracking purposes. There are general accounts for every city department assigned to a primary user from that department for creating and tracking internal work orders.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

The current Cityworks database has work orders, service requests, and inspections dating back to January 1st, 2019.

FISCAL IMPACT:

- Software license and maintenance budgeted since 2009.
 - \$99,990.79 for one year
-

COMMUNITY IMPACT:

- Increases operational efficiency by allowing for paperless record keeping.
 - Aids in planning for future maintenance activities by documenting work history on assets.
 - Allows staff to be better informed by providing repository for department information.
-

IMPLEMENTATION TIMELINE:

Maintenance agreement is for continuing use of current CMMS software. Current Cityworks license agreement is set to expire on 06/30/2025.

COMPLIANCE/PERFORMANCE METRICS:

The software has been used to calculate figures for KPIs (Key Performance Indicators) and track data relating to State mandated programs, such as the lead service line replacement program. EGLE requires water systems to have an asset management program.

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

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Award of Contract for Annual Maintenance on Cityworks Software
DATE: May 5, 2025

Budget Information

Adopted Budget: \$60,000
Amended Budget: \$60,000
Requested Amount: \$99,990.79
Funding Source: Water Fund, Public Works, EDP Software Service
Supplemental Budget: ZT2001 DPW WIFI Improvements

Summary of Request

Purchasing, on behalf of the Department of Public Works & Facilities, recommends the sole source purchase of annual maintenance for Cityworks software from Azteca Systems, Inc., which has provided this service for the City in the past. This 1-year maintenance agreement will expire 06/30/2026.

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

It is also requested that the Finance Director be authorized to transfer \$39,991 in funding from the Innovation and Technology Fund, project ZT2001 (DPW WIFI Improvements) to the Water fund, and to recognize and appropriate the transfer.

Background and Justification

This purchase is for annual maintenance on the Cityworks computerized maintenance management system provided by Azteca Systems, Inc. The original purchase of the software and maintenance was authorized by Council Resolution 10-680-09. Council Resolutions 1-13-13, 3-131-16, 1-16-19, and 2-126-22 authorized three-year maintenance agreements.

This software system allows for the water and sewer divisions to plan, schedule, and record the maintenance activities on their assets. This software will continue to bring technological improvements to the field for more efficient work flows and accurate data capture, ensuring quality customer service.

Process

This procurement is in accordance with Section 2-568(b) (6) b, Sole Source Procurement, of the Code of the City of Dearborn. Pricing was evaluated and determined to be reasonable based on a comparison with past purchases.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Prepared By:

DocuSigned by:

Mark Rozinsky

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Mark Rozinsky, Purchasing Manager

Budget Approval:

DocuSigned by:

Michael Kennedy

779F930C218417...

DS

CJ

Michael Kennedy, Finance Director/Treasurer

Department Approval:

DocuSigned by:

Tim Hawkins

35B4B6F8BED345E...

Tim Hawkins, Director of Public Works & Facilities

Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

F7A5738A25E3469...

Jeremy J. Romer, Corporation Counsel



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Approval of the second renewal of the contract with Michigan Joint Sealing for Pavement Joint Sealing

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

BRIEF DESCRIPTION: The City of Dearborn currently has a contract as authorized by Council Resolutions 1-46-22 and 5-214-23 with Michigan Joint Sealing for Pavement Joint Sealing. The contract included two (2) one-year renewals at the same pricing, terms, and conditions. The Purchasing Division has received a request from the Department of Public Works & Facilities / Engineering Division to initiate the second renewal option.

PRIOR COUNCIL ACTION: 1-46-22 & 5-214-23

BACKGROUND: Pavement Joint Sealing is a maintenance task to preserve the pavement joints and minimize water seeping through the open joints and/or worn-out sealant. Water seepage through the joints weakens the pavement base and, in most cases, is the reason for pavement heaving during the winter months. Minimizing water penetration of pavement joints generally requires resealing every five (5) years. As part of this task, the old sealant will be removed from the pavement joints and cracks. The joints/cracks will then be resealed with hot-poured asphalt sealant. Approximately 40 miles of roads will receive new joint sealant as part of this contract. Work will be performed during the spring/summer of 2025.

FISCAL IMPACT: \$367,843.00

COMMUNITY IMPACT:

- Protect pavement by minimizing water infiltration through the open joints.
 - Maintenance and rehabilitation addressing specific pavement deficiencies.
-

IMPLEMENTATION TIMELINE: The contract shall be valid for one year.

COMPLIANCE/PERFORMANCE METRICS: The Public Works & Facilities / Engineering Division and Finance departments will monitor the contract and the budget that is established.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: City Administration

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Approval of second renewal of contract with Michigan Joint Sealing for Pavement Joint Sealing

DATE: May 23, 2025

Budget Information

Projects:	Q74051, Pavement Joint Sealing
Total Approved Project Budget:	\$1,827,843
Available Project Budget:	\$1,057,436
Requested Amount:	\$367,843
Funding Source:	Major and Local Street Fund, Public Works, Engineering, Maintenance Rds and Streets, Capital Project Support
Supplemental Budget:	N/A

Summary of Request

The City of Dearborn currently has a contract as authorized by Council Resolutions 1-46-22 and 5-214-23 with Michigan Joint Sealing for Pavement Joint Sealing. The contract included two (2) one-year renewals at the same pricing, terms, and conditions. The Purchasing Division has received a request from the Department of Public Works & Facilities / Engineering Division to initiate the second renewal option.

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

Background and Justification

Pavement Joint Sealing is a maintenance task to preserve the pavement joints and minimize water seeping through the open joints and/or through worn-out sealant. Water seepage through the joints weakens the pavement base and, in most cases, is the reason for pavement heaving during the winter months. Minimizing water penetration of pavement joints generally requires resealing every five (5) years. As part of this task, the old sealant will be removed from the pavement joints and cracks. The joints/cracks will then be resealed with hot-poured asphalt sealant. Approximately 40 miles of roads will receive new joint sealant as part of this contract. Work will be performed during the spring/summer of 2025.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Process

This procurement is in accordance with Section 2-568(b) (6) e, Continuity of Professional Services, of the Code of the City of Dearborn. Pricing was evaluated and determined to be reasonable based on a comparison with past purchases.

Prepared By:

DocuSigned by:

Mark Rozinsky

Mark Rozinsky, Purchasing Manager

DocuSigned by:

Tim Hawkins

Tim Hawkins, Director of Public Works & Facilities

DocuSigned by:

Soud El-Jamaly

Soud El-Jamaly, City Engineer

Budget Approval:

DocuSigned by:

Michael Kennedy

Michael Kennedy, Finance Director/Treasurer

Initial

MD

Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

Jeremy J. Romer, Corporation Counsel

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - ZONING BOARD OF APPEALS

DATE: MAY 29, 2025

Pursuant to Section 5 of Michigan Public Act 207 of 1921 and Dearborn Zoning Ordinance Section 33.04, the Mayor shall appoint members of the Zoning Board of Appeals, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Afan Bapacker

Status: Reappointment as Alternate Member

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) 433-2652

Email: afan@bapackerlaw.com

Mailing Address: 11 Branford Lane, Dearborn, MI 48120

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Economic Development Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - ZONING BOARD OF APPEALS
DATE: MAY 29, 2025

I hereby certify that the following appointment has been made to the Zoning Board of Appeals in accordance with Section 5 of Michigan Public Act 207 of 1921 and Dearborn Zoning Ordinance Section 33.04.

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

Name: Afan Bapacker

Status: Reappointment as Alternate Member

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) 433-2652

Email: afan@bapackerlaw.com

Mailing Address: 11 Branford Lane, Dearborn, MI 48120

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Economic Development Department
cc: Law Department



Dearborn Commissions Application

Submission Date

May 15 2025

First Name

Afan

Last Name

Bapacker

Phone

+13138202239

Email

afan@bapackerlaw.com

Home Address

11 Branford Ln, Dearborn, MI 48120, USA

Years of Residency in Dearborn

41

Occupation

Attorney

Company

The Law Office of Afan Bapacker, P.C.

Length of Service

18 Years

Business Address

1 Parklane Blvd., Ste 729E, Dearborn, MI 48126

Business Telephone Number

313-429-9525

Level of Education

Doctorate Degree

Name of Educational Institution & Graduation Year

Thomas M. Cooley Law School, 2007

Commissions & Boards

Zoning Board of Appeals

Why do you want to join this commission?

I am applying for renewal of my commission, and I enjoy serving the city and its residents in order to make a difference in people's lives and improve the city I live in.

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

See attached resume.

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

DOCX Afan Bapacker
....docx

Submitted on May 15 2025

powered by  **monday.com**

AFAN BAPACKER

16030 Michigan Ave., Ste 220, Dearborn, MI 48126

Mobile: 313-820-2239

Email: afan@bapackerlaw.com

PROFESSIONAL PROFILE

Highly skilled and experienced attorney with over 13 years of practice in areas of real estate law, business litigation, Chapter 7, 13, and 11 Bankruptcy, and business contracts. Licensed Title Producer in the State of Michigan and Licensed to practice law in the State of Michigan, in good standing, and admitted to practice law in the Federal Eastern District Court of Michigan.

WORK EXPERIENCE

August 2013 to Present

April 2021 to Present

The Law Office of Afan Bapacker, P.C.

Titan Title Agency, LLC

Managing Attorney/Owner

Undertakes daily workload including:

- Represented thousands of clients in various types of cases. Concentration in real estate transactions and litigation, business contracts and litigation, and Bankruptcy chapter 7, 11, and 13.
- Skilled with property title abstracting. Has been conducting title searches for eight years consistently and rendering opinions of title.
- Drafted all types of contracts/real estate documents, including operating agreements, corporate by-laws, security agreements, bills of sale, quit claim deeds, warranty deeds, covenant deeds, lady bird deeds, mortgages, land contracts, easements, memorandums of land contracts, closing statements, security agreements, warrants, asset purchase agreements, joint venture agreements, promissory notes, lease agreements, escrow agreements, employment contracts, commercial real estate transactions, and all other related agreements.
- Represent multiple lenders as creditors in Bankruptcy proceedings in Chapter 7, 13, and 11.
- Represented hundreds of consumer debtors under Chapter 7 and 13.
- General business/real estate litigation representation including evictions, breach of contract, quiet title, fraud, and other related matters.
- Major clients include large property management companies (500+ units managed), pharmacies (public and closed door), car dealerships, real estate developers, and private lenders.
- Manage day to day law firm operations, including marketing, organizational requirements, employees, and overall financial planning.

September 2008 to

August 2013

Jaafar and Mahdi Law Group, PLLC (Currently Fairmax Law)

Associate Attorney September 2008 to April 2009

Managing Partner April 2009 to August 2013

Undertook daily workload including:

- Concentration in Bankruptcy, Chapter 7, 13, and 11, represented over one thousand clients.
- Managed entire firm operations which grew to seven attorneys and seven staff members.
- Manage extremely large case load. Law firm generated revenues in the low seven figures for multiple years.
- Made decisions relating to hiring and firing employees, marketing, and budgeting.

OTHER RELEVANT EXPERIENCE

- | | |
|-----------------------------------|---|
| June 2022 to Present | <p>City of Dearborn
Commissioner on Zoning Board of Appeals Appointed by the Mayor of the City of Dearborn and confirmed by City Counsel.</p> <ul style="list-style-type: none">• Presided over multiple property use and dimensional variance appeals.• Served as secretary to the chair at meetings, read and reviewed applicable zoning ordinances into the record.• Well versed in application of the City Charter, City Ordinances, and Zoning regulations. |
| January 2015 to June 2022 | <p>City of Dearborn
Commissioner on the Board of Ethics Appointed by the Mayor of the City of Dearborn and confirmed by City Counsel.</p> <ul style="list-style-type: none">• Review and issue opinions on complaints relating to city employee ethical violations.• Issue advisory opinions relating to the City of Dearborn Charter and code of ethics.• Served on the election committee. |
| September 2017 to Present | <p>Springwell's Park Association
Dearborn, MI
Association President (Term through May 2020)</p> <ul style="list-style-type: none">• Springwell's Park Association is a Nationally Recognized Historic Subdivision with over four hundred homes. Manage association duties, budgeting, activities planning, manage other officers, enforcement of associations by-laws and deed restrictions, preside over association meetings, and serve on the Dearborn Federation of Neighborhood Associations. |
| January 2007 to
September 2008 | <p>Wayne County Prosecutor's Office
Prosecutor Intern
Undertook daily workload including:</p> <ul style="list-style-type: none">• Full time intern worked under chief of trials and arraignment prosecutor. Helped prepare for numerous trials including capital murder and other felony matters. |

EDUCATION

- | | |
|----------|---|
| May 2007 | <p>Thomas M. Cooley Law School
Juris Doctorate</p> |
| May 2004 | <p>University of Michigan-Dearborn
B.B.A. in Finance with a minor in Economics
Graduated with Honors</p> |

COMMUNITY/PROFESSIONAL MEMBERSHIPS

Member of the Consumer Bankruptcy Attorneys of Michigan, Member of Michigan Muslim Bar Association, Legal Liaison for the Yemeni Chamber of Commerce, Former Member of the American Bar Associations, Past Contributor/Volunteer Detroit Rescue Mission Ministries.

REFERENCES AVAILABLE UPON REQUEST.

OFFICE OF THE MAYOR



TO: CITY COUNCIL
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - BUILDING BOARD OF APPEALS
DATE: MAY 29, 2025

Pursuant to City of Dearborn Code of Ordinance Section 5-766 and City of Dearborn Charter Section 10.9, the Mayor shall appoint members of the Building Board of Appeals, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Ahmad Moubadder

Status: Reappointment

Type of Membership: Architect

Term Duration: 3 Years

Term Ending: June 30, 2025

Filling a Vacancy for: N/A

Reappointment Term Ending: June 30, 2028

Attendance: Regular

Phone: (313) 903-7778

Email: amoubadder@buildwithkey.com

Mailing Address: 22310 Lawrence, Dearborn, MI, 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Economic Development
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - BUILDING BOARD OF APPEALS
DATE: MAY 29, 2025

I hereby certify that the following appointment has been made to the Building Board of Appeals pursuant to the City of Dearborn Code of Ordinance Section 5-766 and City of Dearborn Charter Section 10.9.

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

Name: Ahmad Moubadder

Status: Reappointment

Type of Membership: Architect

Term Duration: 3 Years

Term Ending: June 30, 2025

Filling a Vacancy for: N/A

Reappointment Term Ending: June 30, 2028

Attendance: Regular

Phone: (313) 903-7778

Email: amoubadder@buildwithkey.com

Mailing Address: 22310 Lawrence, Dearborn, MI, 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Economic Development
cc: Law Department



Dearborn Commissions Application

Submission Date

May 16 2025

First Name

Ahmad

Last Name

Moubadder

Phone

+13139037778

Email

amoubadder@buildwithkey.com

Home Address

[This question was not answered]

Years of Residency in Dearborn

35

Occupation

General Contractor

Company

Key Construction Group LLC

Length of Service

6

Business Address

835 Mason Street

Business Telephone Number

3139037778

Level of Education

College Degree

Name of Educational Institution & Graduation Year

EMU

Commissions & Boards

Zoning Board of Appeals

Why do you want to join this commission?

It's great to serve the community in making just and fair decisions that are within my realm of expertise.

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 Ahmad
Moubadde...1.pdf

Submitted on May 16 2025



AHMAD MOUBADDER, AIC AC PROJECT MANAGER

As Project Manager, Ahmad is responsible for project administration, including project start-up, staffing, and contract negotiation with subcontractors. He oversees maintenance of quality control systems, schedule requirements, cost accountability, and the establishment of management systems. It is his duty to ensure close coordination among all project team members, ensuring owners a successful project delivery company wide.

EDUCATION

Bachelor of Science,
Construction Management,
Eastern Michigan University

CERTIFICATIONS

AIC Associate Constructor,
OSHA 30-Hour, CPR First Aid
and Bloodborne Pathogens,
Michigan Builder, DEQ Storm
Water Operator

EXPERIENCE

14 Years in Construction

RELATED PROJECT EXPERIENCE

UNIVERSITY OF MICHIGAN EAST QUAD HALL RENO

Renovations which occurred over the facility's entire 300,000sf. Gutted entire lower level & first floor. Floors 2-4 underwent selective demolition. A 2-story atrium was added to the north side of the building, bringing natural light to the first 2 levels. Additions included East Quad Center commons area, new dining and laundry facilities, and 24-hr wireless cafe. Upgrades occurred to staff break rooms and managerial spaces.

UNIVERSITY OF MICHIGAN LAW SCHOOL RENOVATIONS

Construction renovation in a fully occupied area where walls were patched & painted, new carpeting installed & minor alternations made. Some areas required new ceilings, doors & hardware, as well as minor electrical improvements. Some rooms were fully gutted, reconfigured, and equipment with MEP and AV upgrades, as well as new finishes.

UNIVERSITY OF MICHIGAN WEST QUAD HALL RENO

This project is 370,000sf renovation project that included infrastructure upgrades of MEP, HVAC, elevators, roof replacement, and window improvements. Renovations to student rooms and bathrooms, as well as improvements to interior passageways and accessibility.

FIAT SAO PAULO, BRAZIL PROJECTS

This project is a new construction Fiat Automotive Plant consisting of multiple facilities totaling 6.2 million square feet to include an assembly plant, body shop, stamping plant, paint shop, communication center and 12-building supplier park. I served as assistant PM on this project.

FORD KANSAS CITY ASSEMBLY PLANT PROJECTS

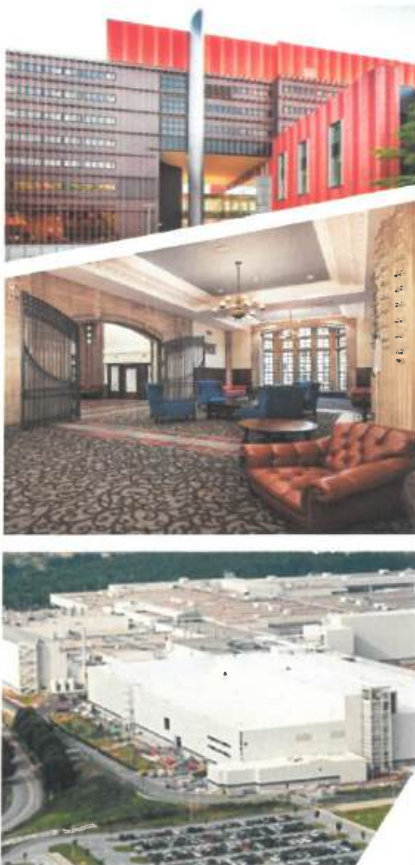
This project is a 434,750sf stamping plant; upgrades to a 522,790sf paint shop; a new 347,500sf material sequencing center (MSC); extensive site work and infrastructure construction; installation of utilities and foundations to support extensive press, process equipment and various M/E support systems.

FORD ROUGE MULTI-BILLION DOLLAR DEVELOPMENT

This project consisted of revitalization of a 1,100-acre complex. Demolition of buildings and construction of more than 2 million square feet of new facilities & replacement of complex web of utility lines. A new body shop and final assembly building as well.

BMW MANUFACTURING COMPANY

This project is a 70,000sf, \$11.5M expansion at BMW's E-70/71 assembly shop; two major paint building additions totaling 60,000sf, and a 500,000sf TNS Mills IC2 warehouse addition.



OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - DIX-VERNOR BUSINESS DISTRICT IMPROVEMENT AUTHORITY

DATE: MAY 29, 2025

Pursuant to Michigan Public Act 57 of 2018 and City Council Resolution Number 12-820-09, the Mayor shall appoint members of the Dix-Vernor Business District Improvement Authority, subject to approval by City Council. Recommendation for the approval of this appointment is made to serve:

Name: Amie Kerek

Status: Reappointment

Filling a Vacancy for: N/A

Current Term Ending: June 30, 2025

Reappointment Term Ending: June 30, 2029

Term Duration: 4 Years

Attendance: Regular

Phone: (313) 417-6604

Email: abdms5@hotmail.com

Mailing Address: 23901 Rockford Street, Dearborn, MI 48124

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: Economic Development Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - DIX-VERNOR BUSINESS DISTRICT IMPROVEMENT
AUTHORITY

DATE: MAY 29, 2025

I hereby certify that the following appointment has been made to the Dix-Vernor Business District Improvement Authority in accordance with the provisions of Michigan Public Act 57 of 2018 and City Council Resolution Number 12-820-09.

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

Name: Amie Kerek

Status: Reappointment

Filling a Vacancy for: N/A

Current Term Ending: June 30, 2025

Reappointment Term Ending: June 30, 2029

Term Duration: 4 Years

Attendance: Regular

Phone: (313) 417-6604

Email: abdms5@hotmail.com

Mailing Address: 23901 Rockford Street, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Economic Development Department
cc: Law Department



Dearborn Commissions Application

Submission Date

March 25 2025

First Name

Amie

Last Name

Kerek

Phone

+13134176604

Email

abdms5@hotmail.com

Home Address

23901 Rockford St, Dearborn, MI 48124, USA

Years of Residency in Dearborn

45

Occupation

Branch Manager

Company

True Community Credit Union

Length of Service

3 years

Business Address

9500 Dix Ave Dearborn MI 48120

Business Telephone Number

517 784-7101

Level of Education

College Degree

Name of Educational Institution & Graduation Year

University of Phoenix , 2008

Commissions & Boards

Dix-Vernor Business District Authority

Why do you want to join this commission?

As the branch manager of True Community Credit Union in the Dearborn Dix area, I'd like to join the commission to contribute to the area's growth and development. I'm passionate about fostering community engagement, supporting local businesses, and addressing the financial needs of residents. Being part of the commission would allow me to directly impact the community by advocating for positive change and ensuring the area continues to thrive and prosper.

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 Amie-Kerek.pdf

Submitted on March 25 2025

 **monday.com**

Amie Kerek

Dearborn, MI 48124

abdms5@hotmail.com

+1 313 417 6604

Adaptable professional with 20 years of experience and a proven knowledge of customer service, management, banking, customer communications, and conflict resolution. Aiming to leverage my skills to successfully fill a Banking Manager position role at your company.

Authorized to work in the US for any employer

Work Experience

Branch Manager

True Community Credit Union

May 2022 to Present

Branch Manager with 3+ years of advancement and experience. Coordinate high-quality service to customers, drawing on broad expertise in various bank and loan products. Seasoned leader dedicated to raising employee morale. A background in banking, sales, and branch management. Vast knowledge of revenue generation, business development, finance, regulatory requirements, and general bank operations. Proficient multi-tasker and team leader with superb attention to detail.

Branch Banker II

PNC Financial Services Group-Dearborn, MI

September 2021 to Present

Being the face of my bank presenting a professional, friendly and helpful appearance with every interaction

Work closely with new and existing customers to understand their financial needs and deepen relationships

Provide recommendations and assist customers with a wide array of financial solutions to satisfy their spending, saving, borrowing and investing needs

Help customers bank more efficiently using web, mobile and ATM banking

Acquire new customers through outbound phone checkups and in-store prospecting

Collaborate with your partners in Wealth, Mortgage and Business Banking to help customers with more complex financial needs

Contact customers to schedule time to discuss their personal financial goals

Provide financial education and services to customers to help them fit banking into their everyday lives

Complying with all financial policies and procedures, state and local laws and regulations

Sell our bank's products no matter what type of service you are providing

Teller II

Member Focus Community Credit Union-Dearborn, MI

May 2021 to September 2021

- Crossed selling and/or referring Bank products and services to customers based on needs, maximizing profitable relationship.

- Maintained and balanced of the vault and the ATM.
- Verified and balanced assigned cash drawer.
- Reconciled any discrepancies for assigned cash drawer.
- Established new account relationships with new and current customers.
- Identified sales opportunities and referred customers to branch partners in financial services.
- Completed highly accurate, high-volume money counts via both manual and machine-driven approaches.
- Educated customers on use of banking website and mobile apps.
- Answered customer inquiries regarding account balances, transaction history, services charges and interest rates.

Teller II

Huntington National Bank-Dearborn, MI

December 2019 to April 2021

- Engaging the client by welcoming them warmly with a pleasant demeanor, using the client's name whenever possible
- Assisting customers and making clients feel appreciated
- Developing an expert knowledge of our self-service and digital platforms to help customers learn how to complete their banking needs anyway possible
- Exhibiting strong customer service skills, presenting consumer-bank focused products and services while proactively educating clients on utilizing available access channels
- Proactively collaborating with others to help customers
- Helping build relationships with customers by connecting them with team members who can help them address their financial needs
- Ensuring financial transactions are completed accurately and efficiently, while complying with all policies, procedures and regulatory and banking requirements
- Supporting customers with traditional banking needs and complex service transactions putting the customer's needs at the center of everything
- Providing proactive customer outreach to gauge success and offer new tools to help customers meet their consumer banking and investment goals

Office Management

Quality Auto Sales & Repair-Detroit, MI

January 2002 to December 2019

OFFICE MANAGER

Quality Auto Sales & Repair, Detroit , MI

- Establish and maintain relationships with individual or business customers or provide assistance with problems these customers may encounter.
- Manage staff, preparing work schedules and assigning specific duties.
- Review financial statements, sales and activity reports, and other performance data to measure productivity and goal achievement and to determine areas needing cost reduction and program improvement.
- Check to ensure that appropriate changes were made to resolve customers' problems.
- Determine charges for services requested, collect deposits or payments, or arrange for billing.
- Keep records of customer interactions or transactions, recording details of inquiries, complaints, or comments, as well as actions taken.

Education

Bachelor's in Business

University of Phoenix-Online Campus

Present

Associate in Business

University of Phoenix-Online Campus

January 2006 to June 2009

High school or equivalent

Edsel Ford High School - Dearborn, MI

September 1993 to June 1997

Skills

- Scheduling
- Time Management
- Excel
- Sales Experience
- Microsoft Word
- Customer Service
- Cash Handling
- Microsoft Office
- Microsoft Excel
- Payroll
- Data Entry
- Arabic
- Management (10+ years)
- Conflict Management
- Banking
- Mobile Applications
- Financial Services
- Sales
- Process management
- Microsoft Powerpoint
- Bilingual
- Supervising experience
- Leadership
- Business coaching (4 years)
- Financial services
- Time management

Certifications and Licenses

Driver's License

Additional Information

Arabic Speaking Fluently

OFFICE OF THE MAYOR



TO: CITY COUNCIL
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - CITY BEAUTIFUL COMMISSION
DATE: MAY 29, 2025

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

Name: Colleen Johnson

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) 418-8675

Email: cebjohnson@divinechild.org

Mailing Address: 24434 Rockford Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - CITY BEAUTIFUL COMMISSION
DATE: MAY 29, 2025

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

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

Name: Colleen Johnson
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) 418-8675
Email: cebjohnson@divinechild.org
Mailing Address: 24434 Rockford Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department



Dearborn Commissions Application

Submission Date

May 19 2025

First Name

Colleen

Last Name

Johnson

Phone

+13134188675

Email

cebjohnson@divinechild.org

Home Address

24434 Rockford St, Dearborn, MI 48124, USA

Years of Residency in Dearborn

9

Occupation

Director of Advancement/Attorney

Company

Divine Child Catholic Schools

Length of Service

10

Business Address

1055 N Silvery Lane

Business Telephone Number

3132160893

Level of Education

Doctorate Degree

Name of Educational Institution & Graduation Year

MSU - BA, 2004; Wayne State - Juris Doctor, 2007

Commissions & Boards

City Beautiful Commission

Why do you want to join this commission?

I love our city and I am passionate about keeping it beautiful, clean, sustainable and overall enjoyable for our neighbors and visitors. By creating awareness that your neighbors are noticing and that people do care about the appearance of the properties in our city, promotes a sense of pride in ones residence or business. I do believe our work helps folks take the initiative to clean up their properties. I also enjoy the work we do to recognize and celebrate a variety of holidays within our community. By recognizing this diversity in Dearborn, and involving the community in the celebration, encourages comradery among our neighbors.

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

Current member of the Dearborn Hills Civic Association Board

Do you Have a Resume?

No

Description of Professional History

Attorney for 10 years (Worker's Compensation, Family Law & Estate Planning); Director of Advancement (managing fundraising, annual giving, capital campaigns, and special events at Divine Child for 10 years).

Resume

[This question was not answered]

Submitted on May 19 2025

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OFFICE OF THE MAYOR



TO: CITY COUNCIL
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - TRAFFIC COMMISSION
DATE: MAY 29, 2025

Pursuant to City of Dearborn Code of Ordinance Section 18-26 and City Charter Section 10.9, the Mayor shall appoint members of the Traffic Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Diana Bazzi

Status: Reappointment

Filling a Vacancy for: N/A

Term Duration: 3 Years

Appointment Term Ending: June 30, 2025

Attendance: Regular

Phone: (313) 574-2097

Email: dianabazzi@yahoo.com

Mailing Address: 21529 Garrison Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Police Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - TRAFFIC COMMISSION
DATE: MAY 29, 2025

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

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

Name: Diana Bazzi

Status: Reappointment

Filling a Vacancy for: N/A

Term Duration: 3 Years

Appointment Term Ending: June 30, 2025

Attendance: Regular

Phone: (313) 574-2097

Email: dianabazzi@yahoo.com

Mailing Address: 21529 Garrison Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Police Department
cc: Law Department



Dearborn Commissions Application

Submission Date

May 12 2025

First Name

Diana

Last Name

Bazzi

Phone

+13135742097

Email

dianabazzi@yahoo.com

Home Address

21529 Garrison St, Dearborn, MI 48124, USA

Years of Residency in Dearborn

45

Occupation

Program Management

Company

Ford Motor Company

Length of Service

25

Business Address

[This question was not answered]

Business Telephone Number

[This question was not answered]

Level of Education

College Degree

Name of Educational Institution & Graduation Year

Wayne State University

Commissions & Boards

Traffic Commission

Why do you want to join this commission?

I would like to continue to serve my 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

[This question was not answered]

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

PDF Diana
Bazzi_Re...5.pdf

Submitted on May 12 2025

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Diana Bazzi



dianabazzi@yahoo.com



313-574-2097

OBJECTIVE

Secure a direct position that will benefit from my vision, technical expertise, engineering discipline, and extensive program management experience at Ford Motor Company.

PROFILE

- An energetic leader with an entrepreneurial spirit and hard nose work ethic.
- An experienced team builder capable of dreaming a vision, developing a strategy, establishing a culture, and fostering a team capable of executing.
- Wide range of experience ranging from research and development, business development, finance, program management and technical writing.
- Strong technical expertise and engineering discipline.
- 20+ years of technical & engineering program management experience in the automotive industry.

EDUCATION

Education, Bachelor of Science

Wayne State University, Detroit, Michigan

PROFESSIONAL EXPERIENCE

Program Management, U71x Platform October 2022 – Present

Product Development, Ford Motor Company, Dearborn, Michigan

- GPDS Timing Analyst – Model Years 2025-2028. Create Toolkits and timing documents, manage VPPs for all cross-model year programs, ensuring that Team has access to up to date data.
- Support GPDS Forum's for timing approval in meeting and offline.
- Development and report out of "Swimlanes" – which includes a 90-day cross-functional "Lookahead" for all model years, utilized in PST/GEMBA/PAT's.
- Ensuring program PHRs are up to date for weekly Chief/Program Manager report out to Directors/VP.
 - PDL author training – ongoing thru 2-2025

xEV Technical Writer, Cyber Calibration Engineering October 2017 – August 2022

Product Development, Ford Motor Company, Dearborn, Michigan

- Development of the HEV Calibration Assembly Line and Calibration Team Guideline to lay out procedures and processes by milestones from program start through productions.
- Develop & publish Calibration guides for all architectures (MHT/Power Split/BEV) in Calipedia. Lead weekly forums with Supervisors/Tech Specs/Calibrators (SMEs) to gather data, ensure ongoing communication and success of deliverables.
- Deliver 33% new/updated Calibration guides annually. Deliverables above target since 2017.
- Update & Manage HEV Calibration Maturity Chart Pro-forma(s), documents to communicate to other functions the control module calibration status.
- Supporting in development and management of HEV DVP (Development Verification Plan).
- Department eGCMT SharePoint Administrator. Managed successful migration of 5 sites to Office 365 in Q3 2020.
- Instrumental in the development, ongoing management of Calibration Health Chart utilized by all architectures daily.
- Create, manage, and facilitate all Department JIRA issues.

Cost Estimating Analyst, Forward Model Program Management June 2016 – October 2017

Product Development Cost Estimating, Ford Motor Company, Dearborn, Michigan

- Track Program OCE deliverables for CX727 and all HEV Programs at 2EC/3EC.
- Identify and resolve issues relating to Program completion and Optimal Cost Estimate process within CE, PD and Purchasing.
- Interface with Upper-Level Management in CE, PD and Purchasing to ensure continued flow of communication thru OCE process.
- Represent CE in PST, Team of 4, and Team of 5 Meetings for assigned Programs.
- Actively involved in BoB (Best of Benchmarking) and DEA analysis, including participating in Design & Supplier Workshops.
- Support PD in development of BoM and creation of Cost Calculation Sheets.
- Lead scrubbing and consolidation of cost calculation sheets.
- Support Enhanced Change Control on GPDS content scale 6 programs.

Program Management Analyst, EDS July 2012 – June 2016

Product Development, Ford Motor Company, Dearborn, Michigan

- Work with wiring design Supervisors in tailoring a Program specific Workplan to track Program GPDS deliverables.
- Host Cross Model Technical Design/ Work planning/DCR/VPP Timing Lookahead Reviews for D&R Team.
- Coordinate with Supplier in the development of a material Rate& Flow plan for each pre-production build. Track deliverables.
- Work with D&Rs to ensure timely print delivery and release.

- Develop Lookahead Workplans for Department use to maintain timely deliverables utilizing Program VPP.
- Responsible for Program part sourcing and development of Attachment 3's.
- Department SharePoint Administrator.

Program Management Analyst, Core Vehicle Integration June 2007 – June 2012

Product Development, Ford Motor Company, Dearborn, Michigan

- Reported monthly to Vehicle Integration Manager on Departmental Budget and allocated headcount for Department based on model formula developed for VI.
- Published weekly Significant Events Calendars and M1DJ/FDJ Plans in SharePoint for utilization by Chiefs, Vehicle Engineering Managers for tracking of upcoming Program Milestones, Build Events, Checkpoint Reviews and VP/Director Drives.
- Instrumental in the development and weekly publication of Vehicle Engineering (VE) Global Commodity Business Planning Calendar (GCBP) which provides the VE Global Team with tracking/scheduling data used by VE and Attributes for upcoming GCBP milestones/events and scheduling changes.
- Responsible for maintaining and tracking all changes/updates to VPPs (Vehicle Production Plans) for all upcoming program/cross model years.
- Maintained and updated staff Roles & Responsibilities and Meeting Charters for Vehicle Engineering Division.

Program Management Analyst – U222/228 Program, Electrical PMT April 2001 – January 2006

Product Development, Ford Motor Company, Dearborn, Michigan

- Managed Electrical Suppliers for the Program to ensure compliance and efficiency.
- Worked with Design/Release engineers, suppliers to identify and update engineering information to resolve electrical concerns, including tracking timely notice release and various WERS issues.
- Represented Program Module Team in Daily Cross Model Year Change Control & Open to Go and AIMs meetings to address material shortage resolution at PDC and MTP.
- Worked with PMT Leader to insure develop Program work plan and monitor timely program progress.
- Collaborated with suppliers and engineers to ensure that all requirements were met in a timely manner for eFDVS (Federal Deviation Verification Systems).
- Held weekly status meetings for all open electrical issues with D&R Engineers and Electrical Suppliers at MTP and PDC.

Program Management Analyst – U152/231 Program, Electrical PMT November 1999 – April 2001

Product Development, Ford Motor Company, Dearborn, Michigan

- Interfaced with PMT Leaders to prioritize engineering issues and workload for resolution of open concerns.
- Represented Electrical PMT in daily Change Control, Open to Go and, AIMS meetings.
- Commuted between Dearborn, St. Louis, and Louisville Assembly Plants during U152 Launch.
- Developed PowerPoint presentations for Department meetings with Directors and VPs.

COMPUTER SKILLS

- Proficient with website development tools, including file-sharing and e-rooms.
- Microsoft Office Suite, Ford Motor Company Application – AVBOM, AIMS, CALIPEDIA, CPARS, CQIS, GRCT, JIRA, PDL, WERS

OFFICE OF THE MAYOR



TO: CITY COUNCIL
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - LIBRARY COMMISSION
DATE: MAY 29, 2025

Pursuant to City Charter Sections 10.9 and 10.20, the Mayor shall appoint members of the Library Commission, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Gerilyn Biggs
Status: Reappointment
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) 213-5683
Email: gerimot@gmail.com
Mailing Address: 1651 Walnut Street, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Library
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: NEW APPOINTMENT - LIBRARY COMMISSION
DATE: MAY 29, 2025

I hereby certify that the following appointment has been made to the Library Commission in accordance with City Charter Sections 10.9 and 10.20.

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

Name: Gerilyn Biggs
Status: Reappointment
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) 213-5683
Email: gerimot@gmail.com
Mailing Address: 1651 Walnut Street, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Library
cc: Law Department



Dearborn Commissions Application

Submission Date

April 03 2025

First Name

Geri

Last Name

Biggs

Phone

+13132135683

Email

gerimot@gmail.com

Home Address

1651 Walnut St, Dearborn, MI 48124, USA

Years of Residency in Dearborn

29 years

Occupation

Retired school social worker

Company

Plymouth-Canton Community Schools

Length of Service

19 years

Business Address

[This question was not answered]

Business Telephone Number

[This question was not answered]

Level of Education

Master Degree

Name of Educational Institution & Graduation Year

U of M 1992

Commissions & Boards

Library Commission

Why do you want to join this commission?

I feel strongly that a community's strength is measured by its library system. It's the invitation to learning about all things for everyone

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

See attached resume

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

DOCX Copy of
Resume....docx

Submitted on April 03 2025

monday.com

Gerilyn K. Biggs

1651 Walnut Street Dearborn, MI 48124 cell (313) 213-5683

Volunteer Objective: To extend my volunteer experiences, utilizing my career and current volunteer and life experiences, to serve the city and citizens of Dearborn utilizing my expertise and experiences in a volunteer capacity

Education

1975 Bachelor of Science Degree: Marygrove College, Detroit

Major: Biology and Sociology, Social Work Program;

Minor : Chemistry

1992 Masters Degree in Social Work: University of Michigan, Ann Arbor

Concentration on Interpersonal Practice, with a Community

Organization secondary focus; Completions of requirements for school social work

Work Experiences

1997-2016 Plymouth-Canton Community Schools

School Social Worker: Participated in special education evaluations, child study meetings, support meetings with parents, facilitated/ co-facilitated groups with students for socialization, socio-emotional concerns, utilizing adventure-based strategies as well as others, provided crisis intervention support, support to alternative education/special education students, meetings with support staff and private therapists, home intervention as required. Provided support to between 3 and 5 schools throughout my tenure.

1993-1997 School District of the City of River Rouge

School Social Worker: New position developed to assist students identified for compensatory education. Co-facilitated groups with parents, students utilizing- adventure based and traditional counseling. Conjointly planned workshop on HIV/AIDS, community resources, parenting classes, and assisted with the D.A.R.E. program. Participated in a special education evaluation.

1992-1993 Community Care Services - Taylor, MI

Provided counseling as an **emergency service worker** referral, and support services to individuals experiencing short-term and longer term mental health problems at risk of hospitalization as well as **case management services** to mental health clients (temporary position).

1991-1992 Monroe County Intermediate School District - Monroe, MI

School Social Field Placement: See previous school responsibilities above including working with students and staff to develop a community directory

1985-1991 Community Care Services (address above)

Worked as **case manager** for mental health clients, **intake worker** to determine service eligibility, **hospital liaison** to facilitate mental health services for patients exiting the hospital within the community, and **ACT (Assertive Community Treatment Worker)** providing in-home and outreach support to mental health clients within the community.

1980-1982 Children's Hospital of Michigan

Social Work Discharge Planner: Provided discharge planning services for home, facilities, court orders for treatment, chart review in suspected abuse/neglect cases, and crisis support.

1977-1980 Children's Aid Society - Detroit, MI

Child Sexual Assault Therapist: Provided family, group, and individual counseling for victims of child sexual assault. Functioned as a liaison between the school, courts, as well as community education.

1975-1977 Family and Neighborhood Services - Inkster, MI

Case Worker: Provided family, group, and individual counseling for mentally ill adults as well as liaison services.

License - Master's Social Worker - Clinical and Macro #6801011482**Other Experiences**

Childbirth Educator

Volunteer Rape Counselor

Selective Service Board Member

Sunday School Leder(children and adults)

Vacation Bible School Teacher

PTA/PTSA volunteer (hospitality),

Girl Scout Cookie Sale Co-chair

Campaign volunteer (present)

Dearborn Democratic Club - Exec. Board (present), Police Oversight Committee (past)

DDHLWV - Board member (present)

WWNAACP- PEC committee (present), Executive Committee Board member

Voters Not Politicians - Clerk Engagement representative (present), Dearborn-Dearborn Heights team captain - past

AAUW member

Dearborn Library Commission - since 2022

Award

Precinct Delegate of the Year - 2024 - 12th Congressional District Democrats

OFFICE OF THE MAYOR



TO: CITY COUNCIL
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - CITY BEAUTIFUL COMMISSION
DATE: MAY 29, 2025

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

Name: Janelle Powers

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: (989) 745-1286

Email: Jlpowers720@gmail.com

Mailing Address: 24737 Notre Dame Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - CITY BEAUTIFUL COMMISSION
DATE: MAY 29, 2025

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

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

Name: Janelle Powers
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: (989) 745-1286
Email: Jlpowers720@gmail.com
Mailing Address: 24737 Notre Dame Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department



Dearborn Commissions Application

Submission Date

March 08 2025

First Name

Janelle

Last Name

Powers

Phone

+19897451286

Email

Jlpowers720@gmail.com

Home Address

24737 Notre Dame St, Dearborn, MI 48124, USA

Years of Residency in Dearborn

12

Occupation

Customer Service

Company

Greko Printing

Length of Service

3 years

Business Address

260 Ann Arbor Rd

Business Telephone Number

+1 734-724-6985

Level of Education

University Degree

Name of Educational Institution & Graduation Year

Central Michigan University - 2013

Commissions & Boards

City Beautiful Commission

Why do you want to join this commission?

I am already a commissioner.

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 Janelle
Powers...4.pdf

Submitted on March 08 2025



JANELLE POWERS

24737 Notre Dame

Dearborn MI 48124

989.745.1286

Jlpowers720@gmail.com

Objective

Dynamic and results-driven professional seeking a role in sales and marketing to leverage my strong background in event management, client relations, and strategic engagement for the benefit of organizational growth.

EXPERIENCE

JULY 2024 to Present

DISTRICT AMBASSADOR: EVENTS & ENGAGEMENT: State Street District- Ann Arbor

Responsibilities include: representing the State Street District in the implication of monthly events including the Ann Arbor Art Fair and actively works to build relationships and engagement within that community, often by promoting initiatives, gathering feedback, and fostering connections with local residents and businesses.

MARCH 2023 to Present

CLIENT RELATIONS, Greko Printing

Responsibilities include: Answering customer inquiries, resolving complaints, processing orders, providing product information, managing customer accounts, troubleshooting technical issues, following up with customers, and ensuring customer satisfaction, often through phone, email, or chat interactions, while maintaining a high level of product knowledge and adhering to company policies.

OCTOBER 2020 to Present

CELEBRITY GUEST LIAISON- The Arnold Classic

Responsibilities include: acting as the primary point of contact for celebrity guests at an event or venue, managing their signing schedules, needs, and expectations throughout their stay, including appearances, and ensuring a smooth and positive experience while maintaining confidentiality and professionalism

NOVEMBER 2019 to SEPTEMBER 2024

EVENTS MARKETING DIRECTOR- ESCOT Youth Development

Responsibilities include: overseeing all logistical aspects of an event, ensuring its smooth execution by managing planning, coordinating vendors, supervising staff, and guaranteeing that every operational detail is carried out according to the event plan, all while staying within budget and schedule

Volunteering

MAY 2022 to present

City of Dearborn City Commissioner:

Appointed by the Mayor and confirmed by the City Council to promote the beautification of Dearborn, Michigan. The commission's mission is to improve the city's appearance and generate public interest in beautification efforts.

June 2018 to June 2020

Volunteer Coordinator- Crash Detroit

Responsible for the coordination and scheduling of volunteers for the event. Responsible for the procurement of volunteers using multiple outlets including social media and other grassroots campaigns.

Education

August 2014

Bachelor of Science, Central Michigan University

Emphasis in Psychology.

Skills

Proficient – Microsoft and Google Operating Systems.

Self-starter.

Coordination and planning with Convention Centers and Outdoor venues in Comic Industry and other genres of Conventions.

Achievements

Did cost analysis on purchasing programs and tactics at Better Health.

Cost effective marketing campaigns that were effective in product exposure with Caprice Brands.

Developed team member incentive programs for Kiwi Hospitality.

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - CITY BEAUTIFUL COMMISSION

DATE: MAY 29, 2025

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

Name: Janet Damian
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) 706-0666
Email: jdamaianp@gmail.com
Mailing Address: 3036 Syracuse Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - CITY BEAUTIFUL COMMISSION
DATE: MAY 29, 2025

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

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

Name: Janet Damian
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) 706-0666
Email: jdamaianp@gmail.com
Mailing Address: 3036 Syracuse Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department



Dearborn Commissions Application

Submission Date

April 01 2024

First Name

Janet

Last Name

Damian

Phone

+13137060666

Email

jdamaianp@gmail.com

Home Address

[This question was not answered]

Years of Residency in Dearborn

60

Occupation

retired (formerly hospital admin)

Company

Numerous hospitals and physician practices 1976 - 2006

Length of Service

[This question was not answered]

Business Address

[This question was not answered]

Business Telephone Number

[This question was not answered]

Level of Education

College Degree

Name of Educational Institution & Graduation Year

University of Michigan Dearborn 1997

Commissions & Boards

City Beautiful Commission

Why do you want to join this commission?

[This question was not answered]

Are you a veteran?

No

Which Branch Did You Serve?

[This question was not answered]

What Was Your Rank?

[This question was not answered]

Years of Service?

[This question was not answered]

Memberships, Civic Activities, and Awards Received

City Beautiful Commissioner 2022 to present, Chair of schools committee 2023 to present. Eastern Market Volunteer of the Year award 2015. Detroit Kitchen Connect Food Lab Recognition 2014 (re: founding and managing commercial and soup kitchen SW Detroit). Urban Roots Course Graduate - Keep Growing Detroit, 2013. Master Rain Gardener, Friends of the Rouge, 2022

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

PDF Janet Damian
C...l.pdf

Submitted on April 02 2024



April 1, 2024

Dear Mayor Hammoud,

I am seeing reappointment to City Beautiful Commission effective 2024. Since my initial appointment in 2022, I have participated in the following:

- Implementation of residential native and rain gardens as part of Residential Standard of Excellence recognition
- City Beautiful Schools chair 2023 to present
- Consult with Ms. Saana Nouredine at Lowrey school regarding implementation of a rain garden and rain catchment system in their garden area.
- Consult with Ms. Susan Stanley at Salina School regarding gardening and tree planting projects
- Consult with Ms. Morgan Potter at EFHS regarding renovation of the abandoned courtyard & possible field trips to DPW garden / bee hives
- Consult with Mr. James Foss at DPW yard regarding the garden and orchard planted there.
- School Gardener volunteer with Ms. Abeer Savage at OL Smith Middle School since 2021
 - Work with teacher and students in all aspects of school gardening including tree planting

As a lifelong gardener and trained urban and master rain gardener, I have spent my retirement volunteering at a number of projects both in SW Detroit and Dearborn since 2010. I love nature, trees, gardening, and working with adults and children.

I joined City Beautiful Commission originally because I wished to be more involved in sustainability and the "greening of Dearborn". I have learned though that City Beautiful does not have a major focus on these objectives. However, as Schools chair, I am able to engage with students and teachers and do what I can to instill in them a love for the natural world whether it is via gardens, trees, native plants, management of rainwater, and basic sustainability in living in our natural world. Even though we are located in an urban area, with the natural areas and Rouge River watershed, there is plenty of nature to interact with and appreciate.

It has been an honor to serve and I hope that my participation will be extended for another term.

Thank you,
Janet Damian

313-706-0666
jdamianp@gmail.com

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - PARKS AND RECREATION COMMISSION

DATE: MAY 29, 2025

Pursuant to City of Dearborn Code of Ordinance Section 2-365 and City Charter Section 10.9, the Mayor shall appoint member of the Parks and Recreation Commission, subject to approval by City Council Recommendation for the approval of this appointment is made to serve:

Name: John Sczomak

Status: Reappointment

Filling a Vacancy for: N/A

Term Duration: 3 Years

Current Term Ending: June 30, 2025

Reappointment Term Ending: June 30, 2028

Attendance: Regular

Phone: (248) 496-6885

Email: bulldog813@aol.com

Mailing Address: 23850 Buckingham Street, Dearborn, MI 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Parks and Recreation Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - PARKS AND RECREATION COMMISSION
DATE: MAY 29, 2025

I hereby certify that the following appointment has been made to the Parks and Recreation Commission in accordance with City of Dearborn Code of Ordinance Section 2-365 and City Charter Section 10.9.

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

Name: John Sczomak

Status: Reappointment

Filling a Vacancy for: N/A

Term Duration: 3 Years

Current Term Ending: June 30, 2025

Reappointment Term Ending: June 30, 2028

Attendance: Regular

Phone: (248) 496-6885

Email: bulldog813@aol.com

Mailing Address: 23850 Buckingham Street, Dearborn, MI 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Parks and Recreation Department
cc: Law Department

The Form Response Viewer will no longer be supported in 2025. Please add the WorkForms S... [Learn more](#)



Dearborn Commissions Application

Submission Date

May 21 2025

First Name

John

Last Name

Sczomak

Phone

+12484966885

Email

bulldog813@aol.com

Home Address

23850 Buckingham St, Dearborn, MI 48128, USA

Years of Residency in Dearborn

46

Occupation

Retired administrator/Licensed Psychologist

Company

Neighborhood Service Organization

Length of Service

42 years

Business Address

882 Oakman

Business Telephone Number

313-961-4890

Level of Education

Doctorate Degree

Name of Educational Institution & Graduation Year

Wayne State University 1989

Commissions & Boards

Parks & Recreation Commission

Why do you want to join this commission?

I have served on the Parks and Recreation Commission for 19 years. I want to be a part of Dearborn being a thriving, active community in both sport and cultural arts.

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

American Psychological Association Michigan Psychological Association Gerontological Society of America Many work-related awards Volunteer of the Year - Mayor's Arts Awards Recreation Commissioner of the Year 3 X President of the Players Guild of Dearborn. Multiple board positions and current Treasurer American Association of Community Theatres Community Theatre Association of Michigan 4th Degree Black Belt - Tang Soo Do

Do you Have a Resume?

No

Description of Professional History

Psychologist, Supervisor, Clinical Director for 42 years, primarily in non-profit mental health sector. Primary field of interest was Geriatrics. General private practice for 12 years. During undergrad worked as Security Investigator for JL Hudson Co.

Resume

[This question was not answered]

Submitted on May 21 2025

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Resume

John Sczomak
23850 Buckingham
Dearborn, MI 48128
(248)-496-6885
jsczomak@nso-mi.org
bulldog813@aol.com

Education

Doctor of Philosophy – Educational and Clinical Psychology. Wayne State University. 1989

Master of Science – Clinical Psychology. Eastern Michigan University. 1978

Bachelor of Arts – Honors and Distinction in Psychology. Wayne State University. 1976

Experience

Reviewer - 1/20 to 7/21. Reviewed clinical documentation and provide feedback to NSO staff.

Unit Director – Neighborhood Service Organization Older Adult Services. (Detroit, Michigan). 1/2016 to 12/19.

Provide supervision and oversight for approximately up to 150 employee unit of a large non-profit. Responsible for clinical activities, personnel issues and fiscal management. Reported to Chief Operating Officer.

Assistant Unit Director – Neighborhood Service Organization-Older Adult Services. (Detroit, Michigan) 1/2003 to 1/2016

Provide supervision and oversight for approximately 150 employee unit of a large non-profit. Responsible for clinical activities, personnel issues and fiscal management. Reported to Unit Director.

Clinical Coordinator – Neighborhood Service Organization – Older Adult Services. (Detroit, Michigan) 1/1985 to 1/2003

Provide clinical supervision and management of approximately 30 staff providing a variety of clinical activities. Responsible for managing Utilization Review Program.

**Supervisor – Neighborhood Service Organization – Older Adult Services
(Detroit, Michigan) 1/1983 to 1/1985**

**Psychologist – Neighborhood Service Organization (Detroit, Michigan)
10/78 to 1/1983**

Student Assistant (part time) – Northville State Hospital 1/1976 to 10/1978.

Private Psychological Practice (Bloomfield Hills) 1/1991 to 1/2006

Provide assessment and therapy for children and adults in both clinic-based and solo practice setting.

Security Investigator – J.L. Hudson Company – 2/73 – 4/75.

Licensure

Licensed Psychologist (State of Michigan) 8/1991 to present

Licensed Master's Social Worker (State of Michigan) 4/1990 to present

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - CITY BEAUTIFUL COMMISSION

DATE: MAY 29, 2025

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

Name: Kimberly Field

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) 598-7138

Email: kfieldstudio@gmail.com

Mailing Address: 1524 Dacosta Street, Dearborn, MI, 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - CITY BEAUTIFUL COMMISSION
DATE: MAY 29, 2025

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

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

Name: Kimberly Field
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) 598-7138
Email: kfieldstudio@gmail.com
Mailing Address: 1524 Dacosta Street, Dearborn, MI, 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department



Dearborn Commissions Application

Submission Date

April 29 2025

First Name

Kimberly

Last Name

Field

Phone

+13135987138

Email

kfieldstudio@gmail.com

Home Address

1524 Dacosta, Dearborn, MI 48128, USA

Years of Residency in Dearborn

43

Occupation

interior designer

Company

kimberly field studio

Length of Service

39 years

Business Address

1524 DACOSTA ST

Business Telephone Number

3135987138

Level of Education

University Degree

Name of Educational Institution & Graduation Year

University of Michigan - Ann Arbor 1985

Commissions & Boards

City Beautiful Commission

Why do you want to join this commission?

I have been on this commission since 1986 and am proud of the work we do for the city and its residents. I bring a wealth of historical perspective and aesthetic knowledge to the position. I would love to continue to serve as the commission improves and evolves.

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

City Beautiful Commission Past Chairman Past Vice Chairman Past Chairman Business Committee Past Chairman Neighborhood Pride Committee Past Chairman Schools Committee Dearborn Education Foundation Former Board Member Served on Several Citizen Planning Commission Task Forces Mother of 4 - Numerous PTO, Civic, Sports Committees

Do you Have a Resume?

No

Description of Professional History

1985- Bachelor of Fine Arts Degree University of Michigan Ann Arbor 1985-1987 - William Kessler and Associates - Interior Designer 1987-1993 - William Kessler and Associates - Director of Interior Design 1994-current - Kimberly Field Studio - Interior Design

Resume

[This question was not answered]

Submitted on April 29 2025

 monday.com

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - ENVIRONMENTAL COMMISSION

DATE: MAY 29, 2025

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

Name: Machhadie Assi

Status: Reappointment

Current Term Ending: June 30, 2025

Reappointment Term Ending: June 30, 2028

Filling a Vacancy for: N/A

Term Duration: 3 Years

Attendance: Regular

Phone: (313) 358-6167

Email: machhadie.assi@gmail.com

Mailing Address: 7602 Pinehurst, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - ENVIRONMENTAL COMMISSION
DATE: MAY 29, 2025

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

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

Name: Machhadie Assi

Status: Reappointment

Current Term Ending: June 30, 2025

Reappointment Term Ending: June 30, 2028

Filling a Vacancy for: N/A

Term Duration: 3 Years

Attendance: Regular

Phone: (313) 358-6167

Email: machhadie.assi@gmail.com

Mailing Address: 7602 Pinehurst, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department



Dearborn Commissions Application

Submission Date

May 11 2025

First Name

Machhadie

Last Name

Assi

Phone

+13133586167

Email

machhadie.assi@gmail.com

Home Address

[This question was not answered]

Years of Residency in Dearborn

[This question was not answered]

Occupation

consultant

Company

[This question was not answered]

Length of Service

[This question was not answered]

Business Address

[This question was not answered]

Business Telephone Number

[This question was not answered]

Level of Education

University Degree

Name of Educational Institution & Graduation Year

University of Michigan Dearborn

Commissions & Boards

Environmental Commission

Why do you want to join this commission?

I'm passionate about promoting sustainable, community-driven solutions and believe the Environmental Commission offers a meaningful way to contribute to policies that protect our environment and improve public health. I'd also like to help make environmental information more accessible and understandable to the public to encourage broader engagement

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 attached resume

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

PDF MayMachhadie_M...e.pdf

Submitted on May 11 2025

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Machhadi e Assi

Contact

Address

Dearborn, USA 48126

Phone

(313) 358-6167

E-mail

machhadie.assi@gmail.com

Skills

- Legislative Affairs & Advocacy
- Strategic Planning & Communications
- Procedure & Policy Development
- Facilitation and Training
- Stakeholder Engagement
- Team & Operations Management
- Policy Analysis
- Government Relations
- Campaign Strategy
- Cross-Sector Collaboration
- Process Improvement

Experienced cross-sector public service leader with a decade of proven management in statewide public health coordination, crisis response programs, behavioral advocacy, and staff development. Adept at overseeing large teams, coordinating across government agencies, and directing complex community support services. Successfully led clinical outreach during the Flint Water Crisis, directed large-scale pandemic relief operations across seven Michigan counties, and supervised cross-disciplinary teams in education, behavioral health, and equity-based interventions. Skilled in navigating interagency partnerships, supervising staff training and development, and fostering inclusive, trauma-informed care environments aligned with state-level program goals.

Work History

2024-12 - Current	Environmental Commissioner Vice Chair <i>City of Dearborn, Dearborn, USA</i>
2023-04 - 2024-12	Office Manager / Senior Staff <i>Michigan House Democratic Caucus - Democratic Communications, Lansing, USA</i> <ul style="list-style-type: none">• Developed accessible summaries, talking points, and press materials to communicate the budgetary and legislative impact of House-passed bills to the public and stakeholders.• Co-Led strategic communications and fiscal planning for the Michigan House Democratic Caucus for the Communication Department managing a 20-person team and department budget to support cohesive messaging on major policy issues and state funding priorities.• Collaborated with Data analysts, policy staff, and legislators to align external communications with the Michigan state budget process, including high-profile initiatives and budget wins.• Represented the caucus in cross-agency meetings and coordinated messaging across departments and external events to reinforce legislative and fiscal objective
2023-01 - 2023-03	Constituent Services Director

Michigan House of Representatives, Lansing, USA

- Liaised with state agencies to resolve constituent issues with legislative implications.
- Analyzed bill impact on constituents and broke down complex issues into clear concise language that constituents can understand.
- Engaged with community organizations , businesses & constituents to understand their needs and concerns.

2022-03 -
2022-11

Campaign Manager

Campaign for State Representative Erin Byrnes, Dearborn, USA

- Developed campaign messaging rooted in policy priorities and budget concerns.
- Executed stakeholder engagement strategy involving labor, advocacy, and grassroots organizations.
- Managed campaign team and volunteer network, leading to a 67% victory margin.

2019-11 -
2022-11

Victim Advocate - Flint Water Crisis Criminal Prosecution

Michigan Attorney General's Office, Detroit/Flint, USA

- Designed and implemented victim intake tools to help identify and connect crisis-impacted individuals with appropriate state and local resources.
- Participated in multi-agency meetings involving MDHHS, the Governor's Office, and legal teams to coordinate public communication around the Flint Water Crisis, connecting policy updates to actionable outcomes for constituents.
- Reviewed medical documentation and compiled investigative summaries to support assistant attorney generals and special agents in prosecution.
- Maintained consistent communication with victims and community members to provide updates and gather case-relevant information.
- Supported evidence collection and documentation processes for pending cases, contributing directly to case-building efforts.

2021-10 -
2022-01

Project Manager

Peace Tech Lab, Michigan, USA

- Initiated and managed the 'Road to Equal Justice' Michigan conference, creating a model later adopted nationwide.
- Oversaw full project development within three months, managing recruitment, logistics, and budgeting with a focus on social justice and DEI.
- Recruited diverse speakers and 13 expert trainers to enhance the quality and impact of workshops and advocacy sessions.
- Managed and coordinated a diverse network of 145 staff, volunteers, vendors, and activists across 14 nonprofit organizations, enhancing inter-organizational collaboration and impact.

2018-02 -
2021-01

Director of Operations

*Michigan Muslim Community Council (MMCC),
Michigan, USA*

- Directed COVID-19 crisis response, coordinating statewide community center partnerships across 7 Michigan counties.
- Led strategic planning, event management, and cross-sector engagement.
- Built alliances with federal and state partners including USAID.

2017-10 -
2019-11

Investigator / Paralegal

Washtenaw County Public Defender's Office, Ann Arbor, USA

- Advised defendants on their rights and assisted them in securing legal representation, including for juvenile, misdemeanor, and narcotics cases.
- Conducted client interviews and gathered critical case information to support effective legal defense.
- Maintained organized and detailed case files, coordinated court schedules, and managed evidence.
- Facilitated clear communication between attorneys, clients, and witnesses to improve case outcomes.

Education

Criminal Justice and Biological Sciences

University of Michigan - Dearborn - Dearborn, MI

- 150+ credits completed
- Developed foundational research and analytical skills through rigorous coursework in biological sciences, including lab-based data analysis, scientific reporting, and evidence evaluation-skills that directly support data-driven decision-making, legal research, and systems-level analysis in public policy roles.

2016-06

Law & Criminal Justice Professional Fellowship Track

The Washington Center - Washington, D.C.

Leadership Community Engagement

President, MAPS Michigan (Muslim Americans in Public Service) | Appointed 2024 – Present

- Leading the establishment and statewide launch of the Michigan chapter of MAPS, a national nonpartisan organization supporting Muslim Americans in public service.
- Recruited and appointed key leadership roles including Vice President, Secretary, and Communications Chair.
- Driving membership growth across Michigan among Muslim-identifying public servants in government, law, education, and advocacy.
- Facilitating statewide engagement initiatives and partnerships to strengthen leadership pipelines and civic participation within the Muslim American community.

Awards Recognition

- Arab America 40 Under 40 (2023)

- University of Michigan Difference Maker (2017)
- Sgt. Vincent J. Bell Service Award (2022)
- Voice of the Voiceless, The Washington Center (2023)
- NPNA (National Partnerships for New Americans) Arab American Leader (2023)

Professional Affiliations Leadership

- Democracy Risings, Democracy Transformation Project, National Fellow, 2024-2026
- GLPA Great Lakes Political Academy, New American Leader Alumni
- Civic Engagement Chair, Dearborn Heights Mosque
- Board of Directors, Arab American Women United

Project High Scale Event Leadership

- **Road to Equal Justice Conference**, Initiated, managed, and executed a statewide DEI-focused conference that served as a national model; oversaw all aspects of planning, budgeting, speaker recruitment, and cross-sector coordination.
- **Michigan Muslim Capitol Day**, Organized civic advocacy day for 500+ attendees to engage with lawmakers; developed training curriculum and coordinated legislative meetings.
- **Special Emergency Flood Assistance Town Hall**, Led crisis response projects requiring intergovernmental coordination and funding justification, including FEMA and MDHHS emergency aid events serving over 600 families.
- **State of the State Communication Coordination** (2024), Co-organized key logistics and communications strategy for Michigan's State of the State event under the House Democratic Caucus.
- **Congress 101 , Government 101 and SBA Innovation Events**, Designed and moderated high-impact community education and federal engagement sessions featuring White House and SBA officials.

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - DEMOLITION BOARD OF APPEALS

DATE: MAY 29, 2025

Pursuant to City of Dearborn Code of Ordinance Section 5-27(26) and City of Dearborn Charter Section 10.9, the Mayor shall appoint members to the Demolition Board of Appeals, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Mark Coleman

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) 530-4150

Email: mcoleman@wadetrim.com

Mailing Address: 22694 Beech, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Economic Development
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - DEMOLITION BOARD OF APPEALS

DATE: MAY 29, 2025

I hereby certify that the following appointment has been made to the Demolition Board of Appeals in accordance with the provision of the City of Dearborn Code of Ordinance Section 5-27 (26) and City Charter Section 10.9.

See C.R. ____ Insert the CR that confirmed this appointment ____

Name: Mark Coleman
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) 530-4150
Email: mcoleman@wadetrim.com
Mailing Address: 22694 Beech, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Economic Development
cc: Law Department

The Form Response Viewer will no longer be supported in 2025. Please add the WorkForms S... Learn more



Dearborn Commissions Application

Submission Date

April 05 2025

First Name

Mark M

Last Name

Coleman

Phone

+13135304150

Email

Mcoleman@wadetrim.com

Home Address

22694 Beech St, Dearborn, MI 48124, USA

Years of Residency in Dearborn

45

Occupation

Civil Professional Engineer

Company

Wade Trim

Length of Service

1979 to current On-Call status

Business Address

500 Griswold St., Suite 2500, Detroit, MI 48226

Business Telephone Number

N/A

Level of Education

University Degree

Name of Educational Institution & Graduation Year

University of Detroit, 1974, BCE

Commissions & Boards

Demolition Board of Appeals

Why do you want to join this commission?

I have been a member of this Board since July 23, 2014, and believe that I have had a positive impact on the Board and its workings. I have also found giving back to my community personally rewarding.

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

- Michigan Section of the American Water Works Association (MI-AWWA) former Trustee, Chair and Director - MI-AWWA Raymond J Faust Awardee, Chuck Van Der Kolk Volunteer of the Year Awardee, and Michigan Water Industry Hall of Fame Inductee. - American Water Works Association (AWWA) Former Management and Leadership Division Chair, Former Association Vice-President, George Warren Fuller Award Awardee, and 2020 Volunteer of the Year Awardee. - Past Member of the Water Environment Federation - Member of Dearborn's Patrick O'Kelley Knights of Columbus - Member and Past President of the Dearborn Sacred Heart Catholic Church Ushers Club - Member of the Dearborn Sacred Heart Catholic Church Parish Finance Committee - Regular volunteer at the St. Maria Goretti St. Vincent de Paul Food Pantry - Regular volunteer at the Capuchin Soup Kitchen Meldrum and Conner Meal Sites

Do you Have a Resume?

No

Description of Professional History

Upon my University graduation, I spent 5 years as a Construction Engineer with a Chicago Based Engineering Firm. I began my career with Wade Trim, a Detroit Headquartered Civil Consulting Engineering firm, May 1979 as a "boots on the ground" construction engineer. From this starting point my tenure included every aspect of Civil Engineering culminating in being a member of the firms Board of Directors and firm Principal. I am currently an on-call Senior Engineer nearly completely transitioned into retirement. While a full-time employee, I was a Registered Professional Engineer in 7 States, and I am currently a Registered Professional Engineer in Michigan.

Resume

[This question was not answered]

Submitted on April 05 2025

 monday.com

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - CITY BEAUTIFUL COMMISSION

DATE: MAY 29, 2025

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

Name: Mary Ann Lawler

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) 790-9516

Email: maryannlawler@yahoo.com

Mailing Address: 23438 Fordson Drive, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - CITY BEAUTIFUL COMMISSION

DATE: MAY 29, 2025

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

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

Name: Mary Ann Lawler
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) 790-9516
Email: maryannlawler@yahoo.com
Mailing Address: 23438 Fordson Drive, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department



Dearborn Commissions Application

Submission Date

March 07 2025

First Name

Mary Ann

Last Name

Lawler

Phone

+13137909516

Email

maryannlawler@yahoo.com

Home Address

23438 Fordson Dr, Dearborn, MI 48124, USA

Years of Residency in Dearborn

32 years

Occupation

Social Worker

Company

Assured Family Services

Length of Service

20 years

Business Address

7310 Woodward, Detroit, MI 48202

Business Telephone Number

313-896-1444

Level of Education

Master Degree

Name of Educational Institution & Graduation Year

University of Michigan - Ann Arbor 1995

Commissions & Boards

City Beautiful Commission

Why do you want to join this commission?

I have served on the City Beautiful Commission since 2017

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

IRS Taxpayer Advocacy Panel volunteer 2004-2007 and 2024 to present City of Dearborn CBC Member 2017-present Belle Isle Conservancy Volunteer 2019-present

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

PDF MAL Resume
3.24.pdf

Submitted on March 07 2025

 monday.com

Mary Ann Lawler, LMSW, MPH

maryannlawler@yahoo.com

313-359-3320 (Home)

313-790-9516 (Work)

E D U C A T I O N

Master of Social Work and Master of Public Health, University of Michigan, Ann Arbor, MI

Bachelor of Arts, Michigan State University, East Lansing, MI

P R O F E S S I O N A L E X P E R I E N C E

Quality Assurance Director

June 2011 – Present

Assured Family Services (AFS) / Juvenile Assessment Center (JAC), Detroit, MI

Manage the quality assurance/quality improvement activities and program evaluation of all departments. Additional duties include developing policies and procedures to ensure that services are provided in compliance with the Michigan Mental Health Code and Federal and local regulations; oversight of grant writing projects; maintaining agency accreditation with COA; coordination of a health, safety and risk management activities; management of staff credentialing and coordination of the JAC's participation in research activities.

Senior Assessment Specialist

July 2005 – June 2011

Juvenile Assessment Center (JAC), Detroit, MI

Responsible for completing clinical social history assessments for adolescents adjudicated through the Wayne County Juvenile Justice System. Duties include conducting thorough clinical assessments by interviewing youth and family members; integrating psychological and psychiatric information; and creating recommendations for services compiled into reports sent to the Court and organizations that supervise the adjudicated youths.

Administrative Supervisor / Program Specialist

October 1998 – October 2004

Southwest Solutions (formerly Southwest Counseling and Development Services and Southwest Detroit CMHS, Inc.)

Managed executive administrative operations. Developed and implemented agency policies and procedures in compliance with federal, state and local regulations. Coordinated the management and implementation of all service contracts. Coordinated clinical and administrative quality improvement initiatives, CARF accreditation and grant application and licensing preparation. Performed the roles and duties of Corporate Compliance Officer, Deputy HIPAA Privacy Officer and Alternate Recipient Rights Advisor. Created and provided monthly staff development and employee orientation presentations.

Clinical Supervisor

February 1995 – October 1998

Southwest Detroit CMHS, Inc.

Provided direct clinical and administrative supervision to 12 therapists and case managers in the Adult Outpatient Services program. Responsible for staff productivity, quality assurance and clinical interventions provided to 600 adults in outpatient psychiatric and dual diagnosis programs. Participated on several agency committees and initiatives to prepare the organization for operating in a managed care environment.

Clinician/Case Manager

October 1992 – February 1995

Southwest Detroit CMHS, Inc.

Provided clinical case management, psychoeducational and therapeutic services to a caseload of 60 adults with severe mental illnesses and substance abuse diagnoses within a treatment team model.

C R E D E N T I A L S

Licensed Social Worker - State of Michigan, #6801085103 Clinical and Macro

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - DISABILITY CONCERNS COMMISSION

DATE: MAY 29, 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: Mona Alaouie
Status: Reappointment
Current Term Ending: June 30, 2025
Reappointment Term Ending: June 30, 2028
Term Duration: 3 Years
Filling a Vacancy for: N/A
Attendance: Regular
Phone: (313) 377-2776
Email: msmona22@hotmail.com
Mailing Address: 5667 Kenilworth Street, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - DISABILITY CONCERNS COMMISSION

DATE: MAY 29, 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: Mona Alaouie

Status: Reappointment

Current Term Ending: June 30, 2025

Reappointment Term Ending: June 30, 2028

Term Duration: 3 Years

Filling a Vacancy for: N/A

Attendance: Regular

Phone: (313) 377-2776

Email: msmona22@hotmail.com

Mailing Address: 5667 Kenilworth Street, Dearborn, MI, 48126

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations Department
cc: Law Department

The Form Response Viewer will no longer be supported in 2025. Please add the WorkForms S... Learn more



Dearborn Commissions Application

Submission Date

May 21 2025

First Name

Mona

Last Name

Alaouie

Phone

+13133772776

Email

msmona24@gmail.com

Home Address

5667 Kenilworth St, Dearborn, MI 48126, USA

Years of Residency in Dearborn

40

Occupation

Teacher?Director

Company

Childrens Garden

Length of Service

18

Business Address

12720 Ford rd Dearborn, Mi 48126

Business Telephone Number

313-584-4649

Level of Education

Master Degree

Name of Educational Institution & Graduation Year

Wayne State University

Commissions & Boards

Disability Concerns Commission

Why do you want to join this commission?

Advocating and supporting individuals with special needs is both a professional, and personal mission of mine.

Are you a veteran?

No

Which Branch Did You Serve?

[This question was not answered]

What Was Your Rank?

[This question was not answered]

Years of Service?

[This question was not answered]

Memberships, Civic Activities, and Awards Received

[This question was not answered]

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

DOCX RESUME
2024.docx

Submitted on May 21 2025



Mona Alaouie

5667 Kenilworth
Dearborn, MI 48126
(313) 377-2776
msmona22@hotmail.com

Professional objective

To contribute, learn, and collaborate with the community to make a difference.

Education

Associates Degree in Liberal Arts,
Henry Ford Community College, May, 2004
Passed Basic Skills Exam

Bachelor's degree in Elementary education, with a concentration in Early Childhood.
Wayne State University 2020

Work Experience

Preschool Lead Teacher Assistant 2019-present
Kreative Kids R.I.S.E.

- Organized, and created activities and lessons for children ages four years of age focused on the Highscope curriculum
- Created and implemented a curriculum to help promote physical, mental, and social development
- Plan and develop activities according to specific developmental stages and needs
- Created and published monthly newsletters with units related to learning in the classroom
- Plan and coordinate family engagement activities and events in order to foster teacher-family relationships
- Created daily lesson plans, and implemented lessons with modifications for individual students' levels
- Observed and documented children's behaviors and abilities on a daily basis
- Assessed children using COR on their academic, fine-motor and social emotional growth
- Communicate progress and daily activities with parents and members of leadership
- Planned field trips and hands-on experiences for students based off of monthly themes to make learning relatable
- Provided after school support and help for families, and students
- Maintain classroom management by creating different behavior plans and implementing them.
- Displayed children's work by creating a creative board outside of the classroom.
- Provide children with a safe and healthy environment
- Worked with team members, and assistants to plan school wide events

Preschool Lead Teacher 2016-2018

WISE Academy

- Organized, and created activities and lessons for children ages three-four years of age
- Created and implemented a curriculum to help promote physical, mental, and social development
- Plan and develop theme-based curriculum and activities according to specific developmental stages and needs
- Created and published monthly newsletters with themes related to learning in the classroom
- Plan and coordinate family engagement activities and events in order to foster teacher-family relationships
- Created daily lesson plans, and implemented lessons with modifications for individual students' levels
- Observed and documented children's behaviors and abilities on a monthly basis
- Assessed children monthly on their academic, fine-motor and social emotional growth
- Communicate progress and daily activities with parents and members of leadership
- Planned field-trips and hands-on experiences for students based off of monthly themes to make learning relatable
- Provided after school support and help for families, and students
- Maintain classroom management by creating different behavior plans, and implementing them.
- Displayed children's work by creating a creative board outside of the classroom.
- Provide children with a safe and healthy environment
- Worked with team members, and assistants to plan school wide events

Preschool/Kindergarten Assistant Teacher 2018-2019

Children's Montessori Center-Allen Park

- Assist lead teacher in lesson delivery and presentation
- Administer behavior of students to create a safe classroom environment
- Monitor students' behaviors, and intervene with behavior plans customized for each individual child
- Create a nurturing, helpful, and compassionate environment for the children
- Create lesson plans targeted for children three years of age
- Assess, and review basic sounds and numbers for children in need
- Responsible for nap room, and making sure to provide a safe, calm atmosphere for children
- Record, and ensure every child is napping according to their parents' preferences
- Maintain a clean, safe, and thoroughly organized classroom
- Create and implement age appropriate activities
- **Implement the Montessori philosophy during work cycles**
- **Care for a child's basic needs such as toileting, washing hands, and snack prep.**

Cashier Manager, 2011-2020

Super Greenland Market

- Monitor the work of cashiers on a daily basis

- Create and distribute cashier schedules **for all four Greenland Markets** and till allocation
- Ensure that workload is equally divided between cash registers
- Perform cashier duties during cashiers' absence or extreme workload
- Supervise the activities of checkout stations on a constant basis
- Handle store operations in the absence of store managers
- Evaluate performance of cashiers and provide managers with information on appraisals
- Ensure that each customer's transactions are processed accurately and in a time efficient manner
- Generate and maintain account related reports
- Manage bank deposit activities and make sure that cash is counted accurately at the end of each shift
- Reconcile cash with receipts at the end of each shift and make sure that any discrepancies are managed immediately
- Identify and address any accounts related problems on an immediate basis
- Ensure that all items are appropriately displayed on shelves and oversee maintenance of store
- Resolve employee conflicts and ensure that any customer complaints are handled immediately
- Interview, hire and train new employees to work as cashiers
- Identify and correct cash register errors and take measures to ensure that further errors do not happen
- Maintain and update daily, monthly and yearly accounts spreadsheets
- Maintain and update super market's social media pages with ads and latest super market news
- Store event coordinator
- Coordinates catering orders
- Store tour guide for local school students, museum programs, and special events
- Provide assistance with year-end inventory preparation

Preschool Teacher, 2014-2015 (After-school program)

WISE Learning and Sports

- Create weekly themes, crafts and activities for the classroom
- Decorate the classroom
- Develop daily lesson plans
- Create and facilitate classroom procedures
- Communicate with parents

Special-Ed Small Group Tutoring, 2014-2015

WISE Learning and Sports

- Assist students of special needs with homework
- Provided strategies to increase focus
- Implemented study skills

Paraprofessional for Dearborn Schools, 2001-2009

Oakman Elementary School, Dearborn Public School District, Dearborn, MI, 2001-2003

- 1st -3rd Grade levels-assisting students with reading and writing skills.

Early Childhood Daycare, Henry Ford Community College Campus, Dearborn, MI, 2003-2004

- Toddler Room, created and conducted lesson plans stimulating toddlers' developmental imaginative and academic skills.
- Assisted with activities and transitions

River Oaks Elementary School, Dearborn Public School District, Dearborn , MI 2004-2006.

- One on one position with an Autistic child differentiating teacher's lesson plans making them accessible to the student's learning capabilities.
- Assisting the child with appropriate behavioral habits within the school environment.

Cotter Preschool, Dearborn Public District, Dearborn, MI, 2006-2009

- Cognitive Impaired Room for ages 3-6
- Responsible for children's hygiene, and cleanliness
- Aiding and teaching basic skills: eating, drinking, coloring, playing, sharing, talking, etc.
- Responsible for creating the monthly bulletin board corresponding with the classroom themes.

Leadership Experience

Blue Hands United; Nonprofit Children's Special Needs Organization, 2014-Present

- Co-founder and President
- Create awareness to autism and other conditions and disorders
- Provide parents with free resources to better understand their children's needs and rights
- Educate parents and community members on various disorders
- Guide parents, teachers, and students to increase the inclusion of special needs children in community events such as festivals.
- Encourage the community to light it blue on Autism Awareness Day.
- Distribute blue light bulbs to local businesses
- Coordinate community events annually to observe Autism Awareness Day.
- Coordinate the annual festival specifically meeting the needs of children with autism and other special needs. All children are invited.
- Conduct local elementary school contests promoting awareness and tolerance to special needs children
- Coordinate fundraisers to support the organization.

Dearborn PIPERS Adaptive Sports program, 2021-present
Partner/ Assistant Coordinator

- Recruit coaches/aides
- Promote program for families
- Work alongside children with disabilities/special needs
- Plan program sports to adapt to the needs of all children

Islam Universal; Community Youth Organization, 2002-2005
Board Member

- Coordinating social events

- Conducting group discussions
- Public speaking
- Coordinating a fundraising carwash

Recent Professional Development Activities

- Completed training in violent behavior intervention for children 2006
- Crisis Intervention Program (C.P.I) training seminar, speaker Mike Iavasile 2006
- Conscious Discipline training 2021
- Early childhood Literacy Practices 2021

Professional References

Rabih Najdi-Market Manager,

Super Greenland, Dearborn, MI 48126
313-443-4003

Dena Farha Director

313-207-4441

Peggy Brennan-Occupational Therapist,

Lincoln Park Public Schools
(313)743-7449

Personal References:

Lila Amen-Community Liaison, Dearborn Public Schools,

Bilingual / ELL Office, 18700 Audette, room 18, Dearborn, MI 48124,
313-827-3120

Sereen Awada- Elementary School Teacher, Dearborn Public Schools

(313)-377-7706

Fadwa Hammoud-Michigan Solicitor General, Dearborn Board of Education Trustee

(313)-529-8796

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - ZONING BOARD OF APPEALS

DATE: MAY 29, 2025

Pursuant to Section 5 of Michigan Public Act 207 of 1921 and Dearborn Zoning Ordinance Section 33.04, the Mayor shall appoint members of the Zoning Board of Appeals, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Mona Hammoud

Status: Reappointment as Full Time Member

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) 671-5867

Email: monalisa97@hotmail.com

Mailing Address: 17 West Lane Court, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Economic Development Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - ZONING BOARD OF APPEALS
DATE: MAY 29, 2025

I hereby certify that the following appointment has been made to the Zoning Board of Appeals in accordance with Section 5 of Michigan Public Act 207 of 1921 and Dearborn Zoning Ordinance Section 33.04.

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

Name: Mona Hammoud
Status: Reappointment as Full Time Member
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) 671-5867
Email: monalisa97@hotmail.com
Mailing Address: 17 West Lane Court, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Economic Development Department
cc: Law Department



Dearborn Commissions Application

Submission Date

May 14 2025

First Name

Mona

Last Name

Hammoud

Phone

+13136715867

Email

monalisa97@hotmail.com

Home Address

17 W Lane Ct, Dearborn, MI 48124, USA

Years of Residency in Dearborn

About 28 years

Occupation

Architectural Designer

Company

Iconic Designs LLC

Length of Service

About 19 years

Business Address

17 W Lane Ct

Business Telephone Number

3136715867

Level of Education

Master Degree

Name of Educational Institution & Graduation Year

Architectural Association School of Architecture (2001)

Commissions & Boards

Zoning Board of Appeals

Why do you want to join this commission?

I have been working on designing and producing construction documents for both residential and commercial buildings for a long time in Dearborn and other cities as well. I am very informed about the zoning ordinances and I can easily understand all of the issues of the projects being presented in front of the board. Because of this, my decision on the board is backed by my knowledge and understanding of the rules. Therefore, I believe that I am a good fit to the Zoning Board of Appeal and I am looking forward to become a permanent member.

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 Resume.pdf

Submitted on May 14 2025

 **monday.com**

Mona Hammoud

Architectural Designer

17 West Lane Court
Dearborn, MI 48124

Tel: 1-313-671-5867
monalisa97@hotmail.com

Education

Masters Degree (MA)	Housing and Urbanism Programme, The Architectural Association School of Architecture, London, England, September/01
Bachelor's Degree	Architecture, Lawrence Technological University (LTU), May/97
Associate Degree	General Studies, Washtenaw Community College, Dec/92
High School	Math Elementaire, a concentration in Math, Physics and Chemistry, Lebanon, July/87

Coursework

MA Thesis: **The Southern Suburbs of Beirut: A critique of the State's Intervention in Reviving the Suburbs and Regularising the Illegal Settlements.**

During the course of the MA, work had to be done on major urban projects within London and abroad, one of which was in the Favelas (the Slums) of Rio in Brazil.

Special Skills

Computer skills in multiple architectural software. Fluent in English, French and Arabic

Work Experience

Computer Laboratory Proctor (Cad Lab) 1997

Ghafari Associates Inc. 1998

-Worked on major projects that included Chrysler, Hurley Medical Center, and IMAX

RaymondO'leary Inc. 2000

- Worked on producing detailed drawings for Detroit Public schools.

Iconic Designs LLC (owner) present

- Work entails producing numerous construction documents for residential, commercial, and industrial projects in multiple cities.
- Coordinate with various engineers and architects to produce plans for major commercial projects.

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - DEMOLITION BOARD OF APPEALS

DATE: MAY 29, 2025

Pursuant to City of Dearborn Code of Ordinance Section 5-27(26) and City of Dearborn Charter Section 10.9, the Mayor shall appoint members to the Demolition Board of Appeals, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Osama Abdallah

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) 231-4056

Email: uniqueremodeling1@yahoo.com

Mailing Address: 460 N. Denwood, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Economic Development
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - DEMOLITION BOARD OF APPEALS
DATE: MAY 29, 2025

I hereby certify that the following appointment has been made to the Demolition Board of Appeals in accordance with the provision of the City of Dearborn Code of Ordinance Section 5-27 (26) and City Charter Section 10.9.

See C.R. ____ Insert the CR that confirmed this appointment ____

Name: Osama Abdallah
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) 231-4056
Email: uniqueremodeling1@yahoo.com
Mailing Address: 460 N. Denwood, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Economic Development
cc: Law Department



Dearborn Commissions Application

Submission Date

May 19 2025

First Name

Osama

Last Name

Abdallah

Phone

+13132314056

Email

uniqueremodeling1@yahoo.com

Home Address

460 N Denwood St, Dearborn, MI 48128, USA

Years of Residency in Dearborn

17 years

Occupation

Builder

Company

Unique Remodeling LLC

Length of Service

25 years

Business Address

460 N. Denwood dearborn Mi

Business Telephone Number

3132316056

Level of Education

High School Degree

Name of Educational Institution & Graduation Year

1984

Commissions & Boards

Demolition Board of Appeals

Why do you want to join this commission?

Help other commissioners make important decisions to keep city of Dearborn safe for our community

Are you a veteran?

[This question was not answered]

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

Licensed Master Mechanic & Builder

Resume

[This question was not answered]

Submitted on May 19 2025

 monday.com

OFFICE OF THE MAYOR



TO: CITY COUNCIL
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - CITY BEAUTIFUL COMMISSION
DATE: MAY 29, 2025

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

Name: Patricia Johnson

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) 791-0071

Email: pjohnson52chs@yahoo.com

Mailing Address: 22603 Nona Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - CITY BEAUTIFUL COMMISSION
DATE: MAY 29, 2025

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

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

Name: Patricia Johnson
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) 791-0071
Email: pjohnson52chs@yahoo.com
Mailing Address: 22603 Nona Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department



Dearborn Commissions Application

Submission Date

April 02 2024

First Name

Patricia

Last Name

Johnson

Phone

+13132443388

Email

pjohnson52chs@yahoo.com

Home Address

22603 Nona St, Dearborn, MI, USA

Years of Residency in Dearborn

50

Occupation

Retired Teacher

Company

N/A

Length of Service

30 yrs

Business Address

N/A

Business Telephone Number

N/A

Level of Education

Master Degree

Name of Educational Institution & Graduation Year

University of Michigan Ann Arbor 1975, University of Michigan Dearborn 1992

Commissions & Boards

City Beautiful Commission

Why do you want to join this commission?

[This question was not answered]

Are you a veteran?

No

Which Branch Did You Serve?

[This question was not answered]

What Was Your Rank?

[This question was not answered]

Years of Service?

[This question was not answered]

Memberships, Civic Activities, and Awards Received

American Association of University Women National Art Education Association

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

PDF Pats
Resume565.pdf

Submitted on April 02 2024

monday.com

Patricia A.C. Johnson

22603 Nona Street

Dearborn, Mi. 48124

313-791-0071 pjohnson52chs@yahoo.com

Cell 313-244-3388

Position:

City Beautiful Commission March 2022- Present

Qualifications:

Fine Arts Dept Chairperson: High School 20 years

Accredited Advanced Placement Fine Arts Instructor High School

Art Club Moderator High School

Art Teacher K-8 Schools 10 years

Art Instructor YMCA

Substitute Teacher

Education:

University of Michigan	Dearborn,Mi.	Dec. 1992
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Masters in Education

University of Michigan	Ann Arbor, Mi.	June 1975
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Bachelor of Fine Arts	Michigan Teaching Certification
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Experience:

Cabrini Catholic High School	Allen Park,Mi.	Dec. 1996- June 2016
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Archdiocese of Detroit	Holy Name/St.Joseph Schools	Art Teacher K-8	1986-96
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Substitute Teacher	Dearborn Public Schools	Pre- 1986
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Activities:

AAUW: American Association of University Women

NAEA/MAEA: NAtional and Michigan Art Education Association

Etsy: Currently an online Shop owner

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - PARKS AND RECREATION COMMISSION

DATE: MAY 29, 2025

Pursuant to City of Dearborn Code of Ordinance Section 2-365 and City Charter Section 10.9, the Mayor shall appoint member of the Parks and Recreation Commission, subject to approval by City Council Recommendation for the approval of this appointment is made to serve:

Name: Rami Abousaleh

Status: Reappointment

Filling a Vacancy for: N/A

Term Duration: 3 Years

Current Term Ending: June 30, 2025

Reappointment Term Ending: June 30, 2028

Attendance: Regular

Phone: (313) 648-0990

Email: therami@yahoo.com

Mailing Address: 24637 Cherry Street, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Parks and Recreation Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - PARKS AND RECREATION COMMISSION

DATE: MAY 29, 2025

I hereby certify that the following appointment has been made to the Parks and Recreation Commission in accordance with City of Dearborn Code of Ordinance Section 2-365 and City Charter Section 10.9.

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

Name: Rami Abousaleh

Status: Reappointment

Filling a Vacancy for: N/A

Term Duration: 3 Years

Current Term Ending: June 30, 2025

Reappointment Term Ending: June 30, 2028

Attendance: Regular

Phone: (313) 648-0990

Email: therami@yahoo.com

Mailing Address: 24637 Cherry Street, Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Parks and Recreation Department
cc: Law Department



Dearborn Commissions Application

Submission Date

28th May 2025

First Name

Rami

Last Name

Abousaleh

Phone

 13136480990

Email

therami@yahoo.com

Home Address

24637 Cherry St, Dearborn, MI 48124, USA

Years of Residency in Dearborn

37 Years

Occupation

Realtor/Coach

Company

Keller Williams Legacy/Detroit Public Schools

Length of Service

5/5

Business Address

22371 W Village Dr, Dearborn, MI. 48124

Business Telephone Number

3137520000

Level of Education

University Degree

Name of Educational Institution & Graduation Year

University of Michigan Dearborn 2005 & 2017

Commissions & Boards

Parks & Recreation Commission

Why do you want to join this commission?

I already, proudly, sit on the commission. It is an honor to serve my City in this capacity. I currently chair the Sports Banquet and Hall of Fame Ceremony.

Are you a veteran?

No

Memberships, Civic Activities, and Awards Received

2017 City of Dearborn Parks & Recreation Directors Award
Recipient

Do you Have a Resume?

Yes

Resume



Resume 2.0- Rami Abousaleh.doc

Submitted on May 28, 2025

Rami Abousaleh

24637 Cherry St. • Dearborn, MI 48124

Telephone: 313.282.7120 • E-mail: therami@yahoo.com

PROFILE

A motivated, detail orientated, coach & mentor with excellent communication skills that has experience with conflict resolution, leading groups and individuals, and guiding student-athletes towards maximizing their potential

EDUCATION

University of Michigan-Dearborn • Dearborn, MI

- Bachelor of Arts in Criminal Justice Studies
 - Bachelor of Arts in Social Studies
 - Minor: Political Science
-

PROFESSIONAL EXPERIENCE

Detroit Public Schools • Detroit, MI
Present

March 2021 -

Assistant Coach - Cass Tech Football Program - 2024 DIVISION 1 STATE CHAMPIONS

- Special Teams Coordinator, Tight Ends/HB Coach, S&C Assistant Coach
- Assisted in organizing training and planning sessions for entire staff in order to maintain a positive and productive work environment
- Worked with local charities to plan and implement benefits to raise awareness and funds for the organizations
- Daily Management of staff consisting of 20 coaches and 100+ athletes
- Recruiting Liaison to Division 1,2,3 & NAIA Coaches from around the Country
- Developed and maintained in house operating standards for leadership, respect and sportsmanship
- Led communications with teachers, coaches and administrators in order to guide the student-athlete
- 2024 MICHIGAN DIVISION 1 STATE CHAMPIONS

Van Buren Public Schools • Belleville, MI
2015 - January 2021

January

Assistant Head Coach - Belleville Football Program

Head Coach - Belleville Men's Track Program

- Promoted to Assistant Head Coach of the Football Program, Special Teams Coordinator, WR and S&C Coach
- Promoted to Head Coach of the Men's Track Program
- Organized training and planning sessions for entire staff in order to maintain a positive and productive work environment
- Helped to create a culture of winning in the classroom and on the field that has led to nearly 100 scholarship offers
- Primary point of contact for many Division 1 and Division 2 Coaches from around the Country
- Dealt with adverse and tragic situations while always maintaining discipline, respect and courtesy
- Communicated with teachers, coaches and administrators in order to guide the student-athlete
- Excelled in conflict resolution, problem solving and building structure and accountability
- Volunteered 100s of hours per year to mentor, tutor and coach young men in order to give them a chance at success

Menards • Belleville, MI

May 2018 - 2019

Inventory Lead (Manager)

- Promoted to Inventory Lead within 6 months of employment
- Responsible for organizing, preparing and executing the day to day responsibilities of the entire Inventory Team
- Supervise every aspect dealing with inventory, investigating inaccuracies and shipping issues
- Able to communicate with, and streamline, a dozen departments, regional distribution centers and general office
- Maintained high levels of professionalism, leadership and teamwork

**Michigan Lightning Football LLC. • Dearborn, MI
2017**

November 2013 -

Owner/General Manager/Coach

- Responsible for the Day to Day operations of the organization
- Designed and executed marketing plan for the growth and promotion of the business
- Worked with local charities to plan and implement benefits to raise awareness and funds for the organizations
- Daily Management of staff consisting of 9 coaches and 60+ athletes

Recent Awards: 2017 City of Dearborn - Directors Award, 2016 National Football Events - Man of the Year

PROFICIENCIES

Microsoft Office • Microsoft Excel • Microsoft PowerPoint • Microsoft Word • Website Development

References: Available upon request

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - CITY BEAUTIFUL COMMISSION

DATE: MAY 29, 2025

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

Name: Rene Ziaja

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) 478-5692

Email: rene.ziaja@gmail.com

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

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: CITY BEAUTIFUL COMMISSION REAPPOINTMENT

DATE: MAY 29, 2025

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

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

Name: Rene Ziaja
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) 478-5692
Email: rene.ziaja@gmail.com
Mailing Address: 727 N. Mildred Street, Dearborn, MI, 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department



Dearborn Commissions Application

Submission Date

July 10 2024

First Name

Rene

Last Name

Ziaja

Phone

+13134785692

Email

rene.ziaja@gmail.com

Home Address

727 Mildred Street, Dearborn, MI, USA

Years of Residency in Dearborn

48

Occupation

Retired

Company

[This question was not answered]

Length of Service

[This question was not answered]

Business Address

[This question was not answered]

Business Telephone Number

[This question was not answered]

Level of Education

Master Degree

Name of Educational Institution & Graduation Year

University of Michigan - 2021

Commissions & Boards

Environmental Commission

Why do you want to join 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

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

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

PDF R. Ziaja
Resume.pdf

Submitted on July 10 2024

 **monday.com**

René Ziaja

Dearborn, Michigan



rene.ziaja@gmail.com



313-478-5692



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

Summary

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

Experience



Administrative Data Specialist - Office of Assessment

Dearborn Public Schools

Sep 2018 - Oct 2020 (2 years 2 months)

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



President - Dearborn Federation of School Employees AFT Local 4750

Dearborn Public Schools

Dec 2013 - Jan 2019 (5 years 2 months)

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



Accounting Specialist - Business Services

Dearborn Public Schools

Nov 2010 - Sep 2018 (7 years 11 months)

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



Long-Term Substitute Teacher - Special Education

Dearborn Public Schools

Sep 2009 - Dec 2009 (4 months)

Semester-long teaching assignment in elementary mildly cognitively impaired (MOCI) classroom.

Improved functioning and cohesiveness of the classroom while exceeding student learning standards.

Ensured emotionally stable environment and positive student experiences when engaged in general education classroom learning.



Staffing Services Representative & Education Facilities Presenter

The Henry Ford

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

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

Education



University of Michigan

Master of Arts, Public Administration 2018 - 2020



Eastern Michigan University

Bachelor of Science, Arts Management



Schoolcraft College

Certificate in Accounting

Certification



Michigan School Business Officials

Certified Chief Financial Officer

Skills

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

Awards & Recognition

Phi Theta Kappa National Honor Society

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

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - ENVIRONMENTAL COMMISSION

DATE: MAY 29, 2025

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

Name: Rene Ziaja

Status: Reappointment

Current Term Ending: June 30, 2025

Reappointment Term Ending: June 30, 2028

Term Duration: 3 Years

Filling a Vacancy for: N/A

Attendance: Regular

Phone: (313) 478-5692

Email: rene.ziaja@gmail.com

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

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - ENVIRONMENTAL COMMISSION
DATE: MAY 29, 2025

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

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

Name: Rene Ziaja

Status: Reappointment

Current Term Ending: June 30, 2025

Reappointment Term Ending: June 30, 2028

Term Duration: 3 Years

Filling a Vacancy for: N/A

Attendance: Regular

Phone: (313) 478-5692

Email: rene.ziaja@gmail.com

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

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Public Health Department
cc: Law Department



Dearborn Commissions Application

Submission Date

July 10 2024

First Name

Rene

Last Name

Ziaja

Phone

+13134785692

Email

rene.ziaja@gmail.com

Home Address

727 Mildred Street, Dearborn, MI, USA

Years of Residency in Dearborn

48

Occupation

Retired

Company

[This question was not answered]

Length of Service

[This question was not answered]

Business Address

[This question was not answered]

Business Telephone Number

[This question was not answered]

Level of Education

Master Degree

Name of Educational Institution & Graduation Year

University of Michigan - 2021

Commissions & Boards

Environmental Commission

Why do you want to join 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

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

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

PDF R. Ziaja
Resume.pdf

Submitted on July 10 2024

Powered by  **monday.com**

René Ziaja

Dearborn, Michigan



rene.ziaja@gmail.com



313-478-5692



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

Summary

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

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Administrative Data Specialist - Office of Assessment

Dearborn Public Schools

Sep 2018 - Oct 2020 (2 years 2 months)

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Dearborn Public Schools

Dec 2013 - Jan 2019 (5 years 2 months)

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Accounting Specialist - Business Services

Dearborn Public Schools

Nov 2010 - Sep 2018 (7 years 11 months)

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Long-Term Substitute Teacher - Special Education

Dearborn Public Schools

Sep 2009 - Dec 2009 (4 months)

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



Staffing Services Representative & Education Facilities Presenter

The Henry Ford

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

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

Education



University of Michigan

Master of Arts, Public Administration 2018 - 2020



Eastern Michigan University

Bachelor of Science, Arts Management



Schoolcraft College

Certificate in Accounting

Certification



Michigan School Business Officials

Certified Chief Financial Officer

Skills

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

Awards & Recognition

Phi Theta Kappa National Honor Society

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

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - BUILDING BOARD OF APPEALS

DATE: MAY 29, 2025

Pursuant to City of Dearborn Code of Ordinance Section 5-766 and City of Dearborn Charter Section 10.9, the Mayor shall appoint members of the Building Board of Appeals, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Stephen Kwasnik

Status: Reappointment

Type of Membership: Architect

Term Duration: 3 Years

Term Ending: June 30, 2025

Filling a Vacancy for: N/A

Reappointment Term Ending: June 30, 2028

Attendance: Regular

Phone: (248) 229-7273

Email: archintelligence@yahoo.com

Mailing Address: 1034 N. Elizabeth, Dearborn, MI, 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Economic Development
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: REAPPOINTMENT - BUILDING BOARD OF APPEALS
DATE: MAY 29, 2025

I hereby certify that the following appointment has been made to the Building Board of Appeals pursuant to the City of Dearborn Code of Ordinance Section 5-766 and City of Dearborn Charter Section 10.9.

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

Name: Stephen Kwasnik
Status: Reappointment
Type of Membership: Architect
Term Duration: 3 Years
Term Ending: June 30, 2025
Filling a Vacancy for: N/A
Reappointment Term Ending: June 30, 2028
Attendance: Regular
Phone: (248) 229-7273
Email: archintelligence@yahoo.com
Mailing Address: 1034 N. Elizabeth, Dearborn, MI, 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Economic Development
cc: Law Department



Dearborn Commissions Application

Submission Date

May 13 2025

First Name

Stephen

Last Name

Kwasnik

Phone

+12482297273

Email

archintelligence@yahoo.com

Home Address

1034 N Elizabeth St, Dearborn, MI 48128, USA

Years of Residency in Dearborn

35

Occupation

Architect

Company

Architectural Intelligence LLC

Length of Service

30 years

Business Address

24525 Southfield Rd., Suite 220 Southfield, MI 48075

Business Telephone Number

248-229-7273

Level of Education

University Degree

Name of Educational Institution & Graduation Year

Lawrence Technological University

Commissions & Boards

Building Board of Appeals

Why do you want to join this commission?

I am currently on the Board and would like to continue to serve the city, in an effort to continue to move the city forward. As an architect and Building Board member, I look to carefully review variance or Code interpretation submissions and consider each applicant on its merits, hardship, or unique circumstance. I have good knowledge and understanding of the Building Code and Regulations to offer an experienced and informed view. I am a careful listener to each applicant, which results in a better community and better neighborhood.

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

International Code Council (ICC) Member, American Institute of Architects, local volunteer.

Do you Have a Resume?

No

Description of Professional History

I am a licensed Architect, for approximately 30 years and a Principal of my Architectural Office. I have worked in the architecture field on Retail, Restaurant, Medical, Dental, and Office/Commercial projects ranging from 2,000 S.F. to 100,000 S.F. I have also worked for Retail/Commercial architectural firms and Commercial, Sports & Entertainment architectural firm over my many years.

Resume

[This question was not answered]

Submitted on May 13 2025



OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - CITY BEAUTIFUL COMMISSION

DATE: MAY 29, 2025

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

Name: Todd Schebor

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) 655-1192

Email: tschebor@dykema.com

Mailing Address: 24720 Rockford Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - CITY BEAUTIFUL COMMISSION

DATE: MAY 29, 2025

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

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

Name: Todd Schebor
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) 655-1192
Email: tschebor@dykema.com
Mailing Address: 24720 Rockford Street, Dearborn, MI, 48124

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Community Relations
cc: Law Department



Dearborn Commissions Application

Submission Date

April 02 2025

First Name

Todd

Last Name

Schebor

Phone

+13136551192

Email

tschebor@dykema.com

Home Address

24720 Rockford St, Dearborn, MI 48124, USA

Years of Residency in Dearborn

49, with the exception of 8 years for undergrad and graduate schooling

Occupation

Attorney

Company

Dykema

Length of Service

22 years

Business Address

39577 Woodward Avenue Suite 300 Bloomfield Hills, MI 48304

Business Telephone Number

313-568-6672

Level of Education

Doctorate Degree

Name of Educational Institution & Graduation Year

University of Michigan Ann Arbor, BS 1998; Case Western Reserve University School of Law, JD 2002; Lewis & Clark Law School, LLM 2003

Commissions & Boards

City Beautiful Commission

Why do you want to join this commission?

I've been involved with the commission since 2006 and enjoy recognizing the beautification of the city. Also happy to assist on other commissions where my talents and skills may be of assistance.

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

AFFILIATIONS American Bar Association, Section of Natural Resources, Energy and Environmental Law, Member State Bar of Michigan, Environmental Law Section, Immediate Past Chair 2023-2024; Council Member 2015-2021; Program Committee Chair 2021-present State Bar of Michigan, Real Property Law Section Oakland County Bar Association, Energy Sustainability and Environmental Law Committee, Past Chairperson Metropolitan Detroit Chamber of Commerce, Environmental and Energy Policy Committee, Member, 2006-present City of Dearborn, City Beautiful Commission, Commissioner, 2006-present, Past Chairperson PROFESSIONAL RECOGNITION Listed in Lawdragon's 500 Leading Environmental Lawyers Guide 2025 Recognized in The Best Lawyers in America® for Environmental Law, 2021-Present. Recognized in Michigan Super Lawyers® as a Rising Star for Environmental and Environmental Litigation, 2010, 2013-2016 Named a Michigan Rising Star by Law & Politics, 2008

Do you Have a Resume?

Yes

Description of Professional History

[This question was not answered]

Resume

DOCX TODD SCHEBOR
R....docx

Submitted on April 02 2025

TODD CHRISTOPHER SCHEBOR

24720 Rockford Street, Dearborn, Michigan 48124

(313) 655-1192

E-mail: tschebor@dykema.com

Licensed Attorney in the State of Ohio and Michigan

EDUCATION

Lewis & Clark Law School; Portland, Oregon

LL.M. in Environmental and Natural Resources Law, May 2003

Case Western Reserve University School of Law; Cleveland, Ohio

J.D. May 2002

The Internet Law Journal, Associate Editor

Phi Delta Phi Fraternity, Historian

Big Buddies

Dean's Honor List – Fall 1999 and Spring 2001

University of Michigan; Ann Arbor, Michigan

B.S. in Natural Resources and the Environment, December 1998

University of Michigan Men's Glee Club, Member

Pi Kappa Alpha Fraternity, Judicial Board Member and Campus Involvement

Chairperson

University Students Against Cancer, Member

EXPERIENCE

Dykema Gossett PLLC; Bloomfield Hills, Michigan

Member – August 2003 – Present

Assist clients with regulatory, commercial, and litigation matters involving environmental and real estate law, with experience dealing with cleanups, underground storage tanks, waste management, mobile source air emissions, water discharge, wetland and property use requirements, business and property sales and leases, cost recovery litigation, and eminent domain.

U.S. Department of Interior, Office of the Solicitor; Portland, Oregon

Legal Intern – Spring 2003

Researched and drafted legal memoranda regarding various issues pertaining to the Natural Resources Division of the Pacific Northwest Region Office.

Pacific Environmental Advocacy Center; Portland, Oregon

Clinical Attorney (for credit) – Fall 2002

Assigned to a case pertaining to Oregon's Water Quality Standards. Provided legal research and drafted the Response to Summary Judgment regarding the Endangered Species Act portion of the case. Participated in the oral argument for the Summary Judgment Motion before the Federal District Court.

(continued on following page)

EXPERIENCE (continued)

Judge Karen Nelson Moore, U.S. Court of Appeals, 6th Circuit; Cleveland, Ohio

Federal Judicial Extern – Fall 2001

Drafted bench memoranda including a CERCLA memo analyzing the allocation of response costs between parties. Regularly discussed issues with Judge and law clerks. Gained insight into judicial decision-making and court process. Attended oral arguments. Improved written and oral communications through detailed critiques.

Minnesota Center for Environmental Advocacy; St. Paul, Minnesota

Legal Intern – June 2001 – August 2001

Researched and drafted legal memoranda for a non-profit organization regarding Minnesota environmental concerns. Researched and drafted an article interpreting takings and drainage law. Worked with and advised the Minnesota Pollution Control Agency regarding feedlot issues. Consulted with other attorneys regarding issues ranging from water quality to hazardous waste.

American Automobile Manufacturers Association; Detroit, Michigan

Intern – May 1998-November 1998

Published a study on the environmental management of hydraulic fluids, oils and greases in automobile assembly plants. Compiled and helped design a 65 page national report describing the pollution prevention efforts of Chrysler, Ford, and General Motors, U.S. Automotive Pollution Prevention Project. Consulted with the Michigan Department of Environmental Quality regarding the phasing out of mercury in automobiles. Presented pollution prevention research to representatives from the auto companies, public interest groups, and government.

PROFESSIONAL RECOGNITION

Listed in *Lawdragon's* 500 Leading Environmental Lawyers Guide 2025

Recognized in The Best Lawyers in America® for Environmental Law, 2021-Present.

Recognized in Michigan Super Lawyers® as a Rising Star for Environmental and Environmental Litigation, 2010, 2013-2016

Named a Michigan Rising Star by Law & Politics, 2008

AFFILIATIONS

American Bar Association, Section of Natural Resources, Energy and Environmental Law, Member

State Bar of Michigan, Environmental Law Section, Immediate Past Chair 2023-2024; Council Member 2015-2021; Program Committee Chair 2021-present

State Bar of Michigan, Real Property Law Section

Oakland County Bar Association, Energy Sustainability and Environmental Law Committee, Past Chairperson

COMMUNITY

Metropolitan Detroit Chamber of Commerce, Environmental and Energy Policy Committee, Member, 2006-present

City of Dearborn, City Beautiful Commission, Commissioner, 2006-present, Past Chairperson

OFFICE OF THE MAYOR



TO: CITY COUNCIL

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - PARKS AND RECREATION COMMISSION

DATE: MAY 29, 2025

Pursuant to City of Dearborn Code of Ordinance Section 2-365 and City Charter Section 10.9, the Mayor shall appoint member of the Parks and Recreation Commission, subject to approval by City Council Recommendation for the approval of this appointment is made to serve:

Name: Warren Hartley

Status: Reappointment

Filling a Vacancy for: N/A

Term Duration: 3 Years

Current Term Ending: June 30, 2025

Reappointment Term Ending: June 30, 2028

Attendance: Regular

Phone: (313) 570-8101

Email: warrenhartley@gmail.com

Mailing Address: 901 North Highland Street, Dearborn, MI 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Parks and Recreation Department
cc: Law Department

OFFICE OF THE MAYOR



TO: CITY CLERK

FROM: MAYOR ABDULLAH H. HAMMOUD

SUBJECT: REAPPOINTMENT - PARKS AND RECREATION COMMISSION

DATE: MAY 29, 2025

I hereby certify that the following appointment has been made to the Parks and Recreation Commission in accordance with City of Dearborn Code of Ordinance Section 2-365 and City Charter Section 10.9.

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

Name: Warren Hartley

Status: Reappointment

Filling a Vacancy for: N/A

Term Duration: 3 Years

Current Term Ending: June 30, 2025

Reappointment Term Ending: June 30, 2028

Attendance: Regular

Phone: (313) 570-8101

Email: warrenhartley@gmail.com

Mailing Address: 901 North Highland Street, Dearborn, MI 48128

Respectfully submitted,

Abdullah H. Hammoud
Mayor

cc: Parks and Recreation Department
cc: Law Department

The Form Response Viewer will no longer be supported in 2025. Please add the WorkForms S... [Learn more](#)



Dearborn Commissions Application

Submission Date

May 22 2025

First Name

Warren

Last Name

Hartley

Phone

+13135708101

Email

warrenhartley@gmail.com

Home Address

901 N Highland St, Dearborn, MI 48128, USA

Years of Residency in Dearborn

60 years

Occupation

Salesman

Company

Taylor dupply

Length of Service

[This question was not answered]

Business Address

Retired2

Business Telephone Number

[This question was not answered]

Level of Education

[This question was not answered]

Name of Educational Institution & Graduation Year

[This question was not answered]

Commissions & Boards

Parks & Recreation Commission

Why do you want to join this commission?

I'm on the comm

Are you a veteran?

Yes

Which Branch Did You Serve?

Army

What Was Your Rank?

Spec 4

Years of Service?

2 year

Memberships, Civic Activities, and Awards Received

Dearborn kiwanis

Do you Have a Resume?

No

Description of Professional History

Salesman steel tubing

Resume

[This question was not answered]

Submitted on May 22 2025





LAW

EXECUTIVE SUMMARY AND MEMORANDUM

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)