



## COMMITTEE OF THE WHOLE

October 16, 2025

### AGENDA

1. RESOLUTION BY COUNCIL PRESIDENT PRO TEM HERRICK SUPPORTED UNANIMOUSLY – Recognizing October 2025 as Michigan Library Appreciation Month and requesting immediate effect.
2. RESOLUTION BY COUNCILMEMBERS ABRAHAM AND HERRICK – Recognizing October 2025 as Breast Cancer Awareness Month in the City of Dearborn and requesting immediate effect.
3. RESOLUTION BY COUNCILMEMBER ABRAHAM SUPPORTED UNANIMOUSLY – Recognizing The Pink Sisters, a nonprofit organization supporting women with Breast Cancer, for their years of dedicated service and support and requesting immediate effect.
4. RESOLUTION BY COUNCIL PRESIDENT PRO TEM HERRICK SUPPORTED UNANIMOUSLY – Recognizing Mary Petlichkoff for her many years of dedicated service and leadership to the Dearborn Community and requesting immediate effect.
5. PUBLIC COMMENT
6. RESOLUTION IN NEED OF OFFER AND SUPPORT – Approving the minutes of the previous regular meeting of October 7, 2025.

7. ORDINANCE ON THE TABLE – ORDINANCE NO. 25-1860 – “An Ordinance to Amend the Water and Sewers Chapter (Chapter 19) of the Code of Ordinances of the City of Dearborn by Amending Article I, entitled ‘Exemption of Sewage Disposal Charge’.”  
RESOLUTION IN NEED OF OFFER AND SUPPORT – To take from the table for its final reading.
8. ENGINEERING – Requesting that the City Engineer be authorized to execute the Amended Water Main Easement Agreement to relocate the existing 12-inch-diameter water main, ten (10) feet to the east, within the Ford iTek Center located at 15555 Lundy Pkwy.; also requesting that the Engineering Division be authorized to record the necessary documents with the Wayne County Register of Deeds and requesting immediate effect.
9. PURCHASING – Requesting to award a contract to Muck-Men, lowest responsible and responsive bidder, in the amount of \$119,500 for Irrigation Pond Dredging at Dearborn Hills Golf Course (DHGC) and requesting immediate effect. (87-4)
10. PURCHASING – Requesting to award a contract to Fuse It Piping LLC, lowest responsible and responsive bidder, in the amount of \$449,500 for Irrigation System Repair at Dearborn Hills Golf Course (DHGC) and requesting immediate effect. (37-2)
11. PURCHASING – Requesting to award a contract to D/A Central (C.R. 8-401-23) in the amount of \$73,565 for the installation of security cameras at Bryant Library. [2-568 (6) e]
12. PURCHASING – Requesting to authorize the sole source purchase of (38) Stryker Expedition AFG Powered Stair Chairs, related accessories, and a seven-year warranty from Stryker Sales, LLC. in the total amount of \$412,576; also requesting that the Finance Director or designee be authorized to appropriate General Funds in the amount of \$51,576 and requesting immediate effect. [2-568 (6) b]
13. PURCHASING – Requesting to extend the contract with EMS Management & Consultants (EMS/MC) (C.R. 9-445-24) in an amount not to exceed \$145,000 for Billing Services for the Fire Department, for the term of five-years through July 2030.

14. FIRE – Requesting to accept the FY2023 State and Local Cybersecurity Grant in the amount of \$475,000; also requesting that the Finance Director be authorized to recognize grant revenue in the amount of \$475,000 in the Technology and Innovation Fund and appropriate the same in the Technology and Innovation Expenditures account and requesting immediate effect.
15. FIRE – Requesting to accept the 2024 FEMA Assistance to Firefighters Grant (AFG) in the amount of \$266,541, with the local match in the amount of \$24,231.01 to be utilized to provide specialized training and cancer screening services for all firefighters; also requesting that the Finance Director or designee be authorized to recognize and appropriate grant revenue in the amount of \$266,541 within the General Fund, Fire Department and requesting immediate effect.
16. FIRE – Requesting to accept the 2024 FEMA Assistance to Firefighters Grant (AFG) (REGIONAL) award in the amount of \$361,000, with the local match in the amount of \$32,818.19, to be utilized to purchase powered stair chairs; also requesting that the Finance Director or designee be authorized to recognize and appropriate grant revenue in the amount of \$361,000 within the General Capital Improvement Fund, Fire Department, Project X06253 and requesting immediate effect.
17. FIRE – Requesting to approve the Use of Land for the placement of a Firefighter Memorial in front of Fire Station 2 located at 19800 Outer Dr., to honor Firefighters who have lost their lives in the line of duty and Firefighters who received a duty disability retirement, by partnering with One Dearborn, the registered 501(c) (3) nonprofit organization to raise funds.
18. PARKS & RECREATION – Requesting to approve the Fiscal Year 2026 SMART (Suburban Mobility Authority for Regional Transportation) Municipal and Community Credit Contract in the total amount of \$379,605.91 and requesting immediate effect.
19. PARKS & RECREATION – Requesting that City contractor, MI Bright Lights be authorized to sub-contract with Northern Lights Drone Shows to host four (4) “Drone Show Nights” during the Holiday Light Festival at Camp Dearborn on November 12, November 26, December 10 and December 19, 2025 and requesting immediate effect.

20. COMMUNITY RELATIONS – Requesting to reallocate one (1) Office Assistant III position slot and associated budget in the amount of \$48,687 from the Assessing Department to the Community Relations Department, to be converted to a Resident Services Representative position and requesting immediate effect.
21. HUMAN RESOURCES – Requesting to authorize the addition of the new full-time position and title of Resident Services Representative in the Clerical – MWD Salary Plan at Grade 111 with a starting rate of \$48,687, pursuant to Civil Service Resolution No. 8696-25 and requesting immediate effect.
22. HUMAN RESOURCES – Requesting to authorize the addition of the new full-time position and title of Resident Services Manager in the AFSME Salary Plan at Grade 118 with a starting rate of \$68,507, pursuant to Civil Service Resolution No. 8695-25 and requesting immediate effect.
23. HUMAN RESOURCES – Requesting to authorize the addition of the new full-time position and title of Communications Coordinator in the STP (AFSME) Salary Plan at Grade 112 with a salary range between \$52,121 - \$71,722, pursuant to Civil Service Resolution No. 8691-25 and requesting immediate effect.
24. COUNCIL – Determining a response to the FOIA Appeal submitted by Mr. James Wemette on September 18, 2025 (FOIA Request No. A25-0413) and requesting immediate effect.
25. MAYOR – Requesting concurrence in the appointment of Fady Hazamy to the Warren Business District Authority with a term ending June 30, 2028 and requesting immediate effect.

PUBLIC COMMENT WILL FOLLOW ANY WALK-ON ITEMS

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

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## BREAST CANCER AWARENESS MONTH – OCTOBER 2025

- WHEREAS:** Breast Cancer is the most commonly diagnosed cancer among women worldwide with approximately 2.3 million diagnosed; and,
- WHEREAS:** Breast Cancer Awareness Month is observed every October which aims to raise awareness about breast cancer, promote early detection, and support research and treatment initiatives; and,
- WHEREAS:** October also serves to honor those affected by the disease and advocate for equitable access to care while highlighting the importance of early detection and timely treatment which can significantly improve the survival rates; and,
- WHEREAS:** To further promote awareness and support, this resolution acknowledges the emotional and financial burdens faced by patients and their families, urging collective action to support those affected by breast cancer; and,
- WHEREAS:** To further promote research and innovation, this resolution emphasizes the commitment to advancing cancer research, including initiatives like the Cancer Moonshot aimed at reducing cancer death rates and improving patient experiences; and
- WHEREAS:** To further promote community engagement in awareness activities throughout October, which is recognized as National Breast Cancer Awareness Month; and,
- WHEREAS:** For 2025, the theme for Breast Cancer Awareness Month is “Every Story is Unique, Every Journey Matters” emphasizing the personal experiences of those diagnosed with breast cancer and the need for compassionate care represented by the color pink; and,
- WHEREAS:** The Dearborn City Council recognizes the profound and lasting effects Breast Cancer can have on individuals and families, and supports efforts to raise awareness, promote research, and encourage support services; now, therefore, be it
- RESOLVED:** That the 34<sup>th</sup> Dearborn City Council hereby recognize October 2025 as Breast Cancer Awareness Month in the City of Dearborn; be it further
- RESOLVED:** That this resolution be given immediate effect.

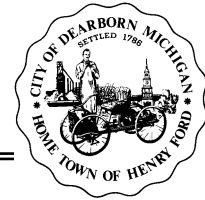
Robert A. Abraham  
Councilman

Leslie C. Herrick  
Council President Pro Tem

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

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### **IMMEDIATE EFFECT**

**To: City Clerk**

**From: City Council**

**Date: October 21, 2025**

**Subject: Council Acknowledgment-The Pink Sisters**

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The 34<sup>th</sup> City Council wishes to recognize The Pink Sisters, a nonprofit organization supporting women with Breast Cancer, for their years of dedicated service and support with a Council Citation supported unanimously, and also acknowledging October 2025 as Breast Cancer Awareness Month. This item shall be given immediate effect.

A handwritten signature in black ink, appearing to read "Robert A. Abraham".

**Robert A. Abraham**  
**Councilman**

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

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## 2025 Michigan Library Appreciation Month Resolution

**WHEREAS:** The Michigan Library Association (MLA) annually designates the month of October as a statewide observance to celebrate the contributions of Michigan's public, school, academic, tribal, cooperative and special libraries; and

**WHEREAS:** Michigan's libraries are essential institutions that serve as cornerstones of knowledge, learning, and community engagement; and

**WHEREAS:** Libraries play a vital role in fostering education, lifelong learning, and literacy for people of all ages, backgrounds, and abilities; and

**WHEREAS:** Libraries provide a welcoming and inclusive environment that encourages exploration, discovery, and personal growth; and

**WHEREAS:** Libraries offer access to a diverse array of resources including books, digital media, educational programs, and technology; and

**WHEREAS:** Libraries play a significant role in promoting the right to read and the right to access information, enabling individuals to make informed decisions and engage in open discourse; and

**WHEREAS:** Libraries provide essential services to underserved communities, bridging the digital divide and offering critical support for job seekers, students, and individuals seeking to improve their lives; and

**WHEREAS:** Hundreds of libraries and millions of library supporters across Michigan are celebrating Michigan Library Appreciation Month this October; therefore, be it

**RESOLVED:** That the members of the 34<sup>th</sup> Dearborn City Council hereby recognize October 2025 as Michigan Library Appreciation Month. During this time, we encourage all residents, community organizations, and public officials to join in celebrating the libraries in our state, their dedicated staff, and the countless ways in which libraries enrich our lives and contribute to the betterment of society; be it further

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

A handwritten signature in blue ink, reading "Leslie C. Herrick". The signature is written in a cursive style.

Leslie C. Herrick  
Council President Pro Tem



## EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** Request for the reallocation of one (1) Office Assistant III position slot and associated budget from Assessing to Community Relations, to be converted to a Resident Services Representative position title.

**DEPARTMENT:** Community Relations

**BRIEF DESCRIPTION:** This request is for the reallocation of one (1) Office Assistant III position slot and associated budget from Assessing to Community Relations, to be converted to a Resident Services Representative position title.

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**PRIOR COUNCIL ACTION:** CR5-214-25 (budget adoption) authorized the creation of the proposed centralized customer service model, and moving three (3) Office Assistant positions from Economic Development to Community Relations (adopted 5 OAI, 2 OAIII, 1 Office Manager). This request is part of the resident services consolidation process.

The Resident Services Representative position title was approved by the Civil Service Commission on October 2, 2025.

RSM - 8695-25

RSR - 8696-25

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**BACKGROUND:** The absorption of the Assessing Department's Office Assistant III position by the Community Relations Department marks the next phase in the consolidation of customer service in the horseshoe, adding additional personnel to the Resident Services team and thereby increasing our capacity to serve residents with multi-departmental knowledge both in-person and over the phone.

The Resident Services Representative position serves as the front-line point of contact for residents, assisting with inquiries, concerns, and services both in person and via phone. Resident Service Representatives provide information on City department procedures and perform tasks such as processing applications and transactions for various departments, as well as ensuring that requests are routed appropriately when additional support is needed.

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**FISCAL IMPACT:** Due to the Resident Services Representative position being placed in grade 111 of MWD (same as the Office Assistant III), and that the Office Assistant III position in Assessing was budgeted at step 2 due to the service time of the prior employee (position is now vacant), there will be an estimated General Fund budgetary savings of \$2,000.

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## EXECUTIVE SUMMARY AND MEMORANDUM

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**COMMUNITY IMPACT:** The integration of the Assessing Department's Office Assistant III position represents the next step in strengthening customer service within the Horseshoe. By bringing this role into the Resident Services team, we're expanding staff capacity and enhancing our ability to assist residents with multi-departmental knowledge—creating a more seamless and efficient service experience for the community both in person and by phone.

Resident Services Representative - Clerical (MWD) - Grade 111 - Starting Salary \$48,687 - Serves as the frontline of customer service for residents inquiring about City matters

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**IMPLEMENTATION TIMELINE:** Immediate effect is requested

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**COMPLIANCE/PERFORMANCE METRICS:** This new Resident Services Representative will report directly to the Resident Services Manager.



## **EXECUTIVE SUMMARY AND MEMORANDUM**

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**TO:** City Council

**FROM:** Department of Community Relations

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Request is for authorization to reallocate one (1) Office Assistant III position slot and associated budget from Assessing to Community Relations, and convert to a Resident Services Representative.

**DATE:** 9/26/2025

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### **Summary of Request:**

The absorption of Assessing's Office Assistant III position marks the next phase in the consolidation of customer service in the horseshoe, adding additional personnel to the Resident Services team and thereby increasing the Community Relations department's capacity to serve residents with multi-departmental knowledge both in-person and over the phone.

The Resident Services Representative position serves as the front-line point of contact for residents, assisting with inquiries, concerns, and services both in person and via phone. Resident Service Representatives provide information on City department procedures and perform tasks such as processing applications and transactions for various departments, as well as ensure requests are routed appropriately when additional support is needed.

It is requested that 1 Office Assistant III position and associated budget be reallocated from Assessing to Community Relations, and be converted into a Resident Services Representative.

Immediate effect is requested.

### **Background and Justification:**

The integration of the Assessing Department's Office Assistant III position represents the next step in the Resident Services consolidation & cross training process. By bringing this role into the Resident Services team, we're expanding staff capacity and enhancing our ability to assist residents with multi-departmental knowledge—creating a more seamless and efficient service experience for the community both in person and by phone.



**DEARBORN**  
**COMMUNITY**  
**RELATIONS**

## EXECUTIVE SUMMARY AND MEMORANDUM

### Department Approval:

DocuSigned by:

*Alia Phillips*

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Alia Phillips  
Community Relations Director

DocuSigned by:

*Danielle Chaney*

632945FAE3A9483...

Danielle Chaney  
Human Resources Director

DocuSigned by:

*Jacob Thurston*

DD63DEEBACFA47E...

Jacob Thurston  
Assessing Director

### Budget Approval:

DocuSigned by:

*Michael Kennedy*

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Michael Kennedy  
Finance Director/Treasurer

DocuSigned by:

*Jeremy Romer*

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Jeremy J. Romer  
Corporation Counsel



## EXECUTIVE SUMMARY AND MEMORANDUM

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### Immediate Effect requested

**REQUEST:** Requesting to amend STP (AFSME) Salary Plan to include new classification of Communications Coordinator

**DEPARTMENT:** Human Resources

**BRIEF DESCRIPTION:** The Civil Service Commission approved the creation of the Communications Coordinator classification via resolution #8691-25 at their regular meeting on October 2, 2025. Requesting Council approve the placement of this position into the STP (AFSME) Salary Plan.

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**PRIOR COUNCIL ACTION:** None

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**BACKGROUND:** Since 2022, the department has been responsible for the organization, creation, and distribution of the annual City calendar. The department has received increasing requests for daily website maintenance and updates following the implementation of the new City of Dearborn website, Dearborn.gov, in August 2024. Additionally, as the City has increased and expanded the number of projects, programs, and policies implemented throughout Dearborn, the amount of work required of the Communications Department has increased and necessitated more project support from the department on a daily basis. The Communications Department recommends the establishment of a Communications Coordinator position. This role is essential to ensuring the delivery of information and outreach to Dearborn residents through the annual City calendar, the City's website, and the organization of projects requiring support from the department.

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**FISCAL IMPACT:** None. It is budget neutral. However, the pay range for grade 112 in the AFSME contract is \$52,121 - \$71,722 per year.

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**COMMUNITY IMPACT:** The City calendar will provide seasonal information and updates in an accessible format to all Dearborn residents. This will make it easier for residents to learn about City activities and engage in programs and events.

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**IMPLEMENTATION TIMELINE:** A personnel requisition will be submitted upon Council approval and the position will be posted for applications for the required 10 days as soon as the requisition is approved.

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**COMPLIANCE/PERFORMANCE METRICS:**

Katie Doyal-Rabhi, Director of Communications, will supervise the employee selected for this role.

**DEARBORN  
HUMAN RESOURCES**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

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**TO:** City Council

**FROM:** Human Resources

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Requesting to amend STP (AFSME) Salary Plan to include new classification of Communications Coordinator

**DATE:** September 24, 2025

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### **Budget Information**

Project:	N/A
Total Approved Project Budget:	N/A
Available Project Budget:	N/A
Requested Amount:	N/A
Funding Source:	General Fund, Communications personnel budget
Supplemental Budget:	N/A

### **Summary of Request**

Requesting to amend STP (AFSME) Salary Plan to include new classification of Communications Coordinator

It is respectfully requested Council give immediate effect to this approval.

### **Background and Justification**

Since 2022, the department has been responsible for the organization, creation, and distribution of the annual City calendar. The department has received increasing requests for daily website maintenance and updates following the implementation of the new City of Dearborn website, Dearborn.gov, in August 2024. Additionally, as the City has increased and expanded the number of projects, programs, and policies implemented throughout Dearborn, the amount of work required of the Communications Department has increased and necessitated more project support from the department on a daily basis. The Communications Department recommends the establishment of a Communications Coordinator position. This role is essential to ensuring the delivery of information and outreach to Dearborn residents through the annual City calendar, the City's website, and the organization of projects requiring support from the department.

The Civil Service Commission approved the creation of the Communications Coordinator classification via resolution #8691-25 at their regular meeting on October 2, 2025. Requesting Council approve the placement of this position into the STP (AFSME) Salary Plan.

### **Procurement Process**

N/A




DEARBORN  
HUMAN RESOURCES

## EXECUTIVE SUMMARY AND MEMORANDUM

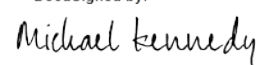
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### Department Approval:

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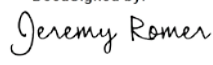
Danielle Chaney, Human Resources Administrator

### Budget Approval:

DocuSigned by:  
  
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Michael Kennedy, Finance Director/Treasurer

### Corporation Counsel Approval:

DocuSigned by:  
  
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Jeremy J. Romer, Corporation Counsel



## FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** Award of Contract for Irrigation Pond Dredging at Dearborn Hills Golf Course (DHGC)

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

**BRIEF DESCRIPTION:** The Parks & Recreation Department, in conjunction with Purchasing, recommends awarding a contract to Muck-Men, for Irrigation Pond Dredging at DHGC.

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**PRIOR COUNCIL ACTION:** None

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**BACKGROUND:** The pond dredging project at Dearborn Hills Golf Course, to be carried out by Muck-Men, will begin immediately after the conclusion of the 2025 golf season. Over time, significant sediment buildup in the course's irrigation pond has compromised water flow and damaged the existing irrigation system. The accumulated sediment and debris have reduced the pond's capacity and are placing strain on pumping equipment that is essential for maintaining course conditions.

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**FISCAL IMPACT:** \$119,500

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**COMMUNITY IMPACT:** This project will improve irrigation efficiency and extend the life of the pond, ensuring continued playability of the course.

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**IMPLEMENTATION TIMELINE:** The dredging process will begin as soon as the golf season comes to an end; based on weather conditions.

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**COMPLIANCE/PERFORMANCE METRICS:**

Parks & Recreation staff will confirm oversee the completion of this project and adherence to the terms of the contract.



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

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**TO:** City Council

**FROM:** City Administration

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Award of Contract for Irrigation Pond Dredging at Dearborn Hills Golf Course (DHGC)

**DATE:** 10/7/2025

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### **Budget Information**

Projects:	I22520 – Dbn Hills Irrigation System
Total Approved Project Budget:	\$698,817
Available Project Budget:	\$569,000
Requested Amount:	\$119,500
Funding Source:	Facilities Fund, Dearborn Hills Golf Course, Public Works, Capital Project Support, Construction Contractor.
Supplemental Budget:	N/A

### **Summary of Request**

The Parks & Recreation Department, in conjunction with Purchasing, recommends awarding a contract to Muck-Men, for Irrigation Pond Dredging at DHGC.

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

### **Background and Justification**

The pond dredging project at Dearborn Hills Golf Course, to be carried out by Muck-Men, will begin immediately after the conclusion of the 2025 golf season. Over time, significant sediment buildup in the course's irrigation pond has compromised water flow and damaged the existing irrigation system. The accumulated sediment and debris have reduced the pond's capacity and are placing strain on pumping equipment that is essential for maintaining course conditions.

To address these issues, Muck-Men will mechanically remove approximately 3.5 feet of sediment from the irrigation pond. Dredged material will be temporarily stored in a designated area between holes 8 and 10 for dewatering, before being hauled off-site. The project scope also includes installation of a new irrigation intake filter, bank stabilization using 1" to 3" crushed concrete around the pond perimeter, and restoration of disturbed vegetation through seeding and straw cover. If needed, the pond will be refilled with water following the work. Straw bales will be used to contain material during dewatering and prevent runoff. All dewatered material will be removed from the site no later than March 1, 2026.

This project is critical to restoring the irrigation pond's full function, preventing further infrastructure deterioration, and ensuring long-term playability of the course. In addition to improving water flow





# FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

and equipment reliability, the work will enhance the environmental quality and appearance of the pond area, benefitting both golf course users and the surrounding community.

**Procurement Process**

Purchasing solicited Bids with process details as follows:

Process: Invitation to Bid  
Issue Date: April 25th, 2025  
Deadline Date: September 3rd, 2025  
Vendors Solicited: 804  
Solicitations Obtained: 87  
Bids Received: 4

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

DHGC Pond Dredging	Bid Price
Muck-Men	\$119,500
Catskill Remedial Contracting Services	\$199,999
Ohio Dredge Inc	\$297,658
Paragon Integrated Services Group	\$461,439

Muck-Men was the lowest responsible and responsive bidder.

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



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

### Signature Page

#### Prepared By:

DocuSigned by:

*Jay Andrews*

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Jay Andrews, Sr. Buyer

#### Department Approval:

DocuSigned by:

*Sean R Fletcher*

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Sean Fletcher, Parks & Rec Director

#### Budget Approval:

DocuSigned by:

*Michael Kennedy*

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Michael Kennedy, Finance Director/Treasurer

#### Corporation Counsel Approval:

DocuSigned by:

*Jeremy Romer*

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Jeremy J. Romer, Corporation Counsel



**PUBLIC  
WORKS**

## EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** Easement Amendment: Ford iTek Center at 15555 Lundy Parkway

**DEPARTMENT:** Department of Public Works and Facilities/Engineering

**BRIEF DESCRIPTION:** Ford iTek Center located at 15555 Lundy Parkway is requesting to amend an existing City of Dearborn water main easement located within the subject property.

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**PRIOR COUNCIL ACTION:** N/A

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**BACKGROUND:** The proposed easement amendment has been reviewed by the Engineering Division which has no objections as long as certain conditions are fulfilled.

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**FISCAL IMPACT:** N/A

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**COMMUNITY IMPACT:** N/A

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**IMPLEMENTATION TIMELINE:** Immediate effect requested.

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



**PUBLIC  
WORKS**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

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**TO:** City Council

**FROM:** Department of Public Works and Facilities/Engineering

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Easement Amendment: Ford iTek Center 15555 Lundy Pkwy

**DATE:** October 07, 2025

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### **Summary of Request**

Ford iTek Center located at 15555 Lundy Parkway is requesting to amend an existing City of Dearborn water main easement located within the subject property.

The existing City of Dearborn water main easement is 12 feet wide and approximately 4,240 feet long. The proposed amendment, which is approximately 74 feet long, is required for the relocation of the existing 12-inch-diameter water main ten (10) feet to the east.

Therefore, presented herewith is the amended water main easement as submitted by Ford Motor Company.

I hereby recommend and request that City Council authorize the City Engineer to execute the easement agreement, subject to the review and approval of Corporation Counsel, and that the Engineering Division be authorized to record the necessary documents with the Wayne County Register of Deeds.

We also request that the Council Resolution be given immediate effect.

### **Background and Justification**

The proposed easement amendment is crucial since Ford Motor Company is proposing to execute a project under building permit #24-1889 to relocate the existing 12-inch-diameter water main ten (10) feet to the east in order to build a foundation for future equipment.



**PUBLIC  
WORKS**

# EXECUTIVE SUMMARY AND MEMORANDUM

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**Department Approval:**

DocuSigned by:  
*Tim Hawkins*  
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**Tim Hawkins, Public Works & Facilities Director**

DocuSigned by:  
*Soud El-Jamaly*  
8FDE4113B37F442...

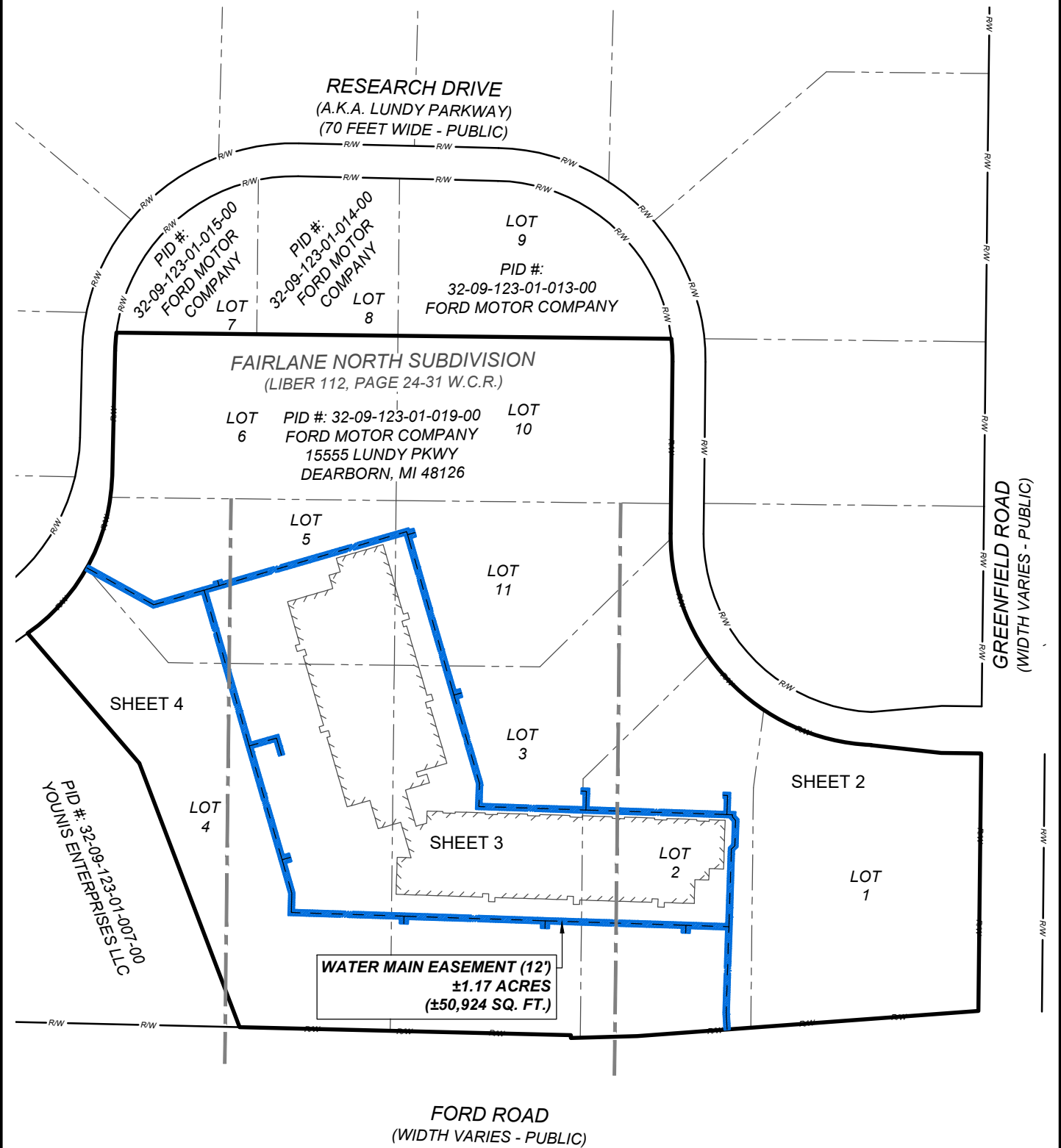
**Soud El-Jamaly, City Engineer**

**Legal Approval:**

DocuSigned by:  
*Jeremy Romer*  
E7A573BA25E346A

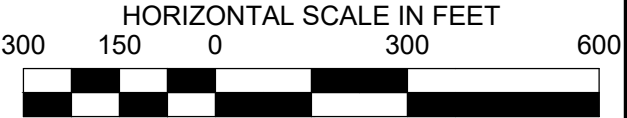
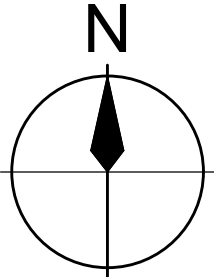
**Jeremy J. Romer, Corporation Counsel**

EXHIBIT A



LEGEND

- BUILDING
- EASEMENT
- PARCEL BOUNDARY
- PLAT LINE
- RIGHT-OF-WAY
- SECTION LINE
- WATER MAIN
- EASEMENT AREA



FOR:  
FORD MOTOR COMPANY  
330 TOWN CENTER DRIVE, STE. 1100  
DEARBORN, MI 48126  
EASEMENT EXHIBIT  
15555 LUNDY PARKWAY  
DEARBORN, MI 48126  
PID #: 32-09-123-01-019-00

 **WADE TRIM**  
Wade Trim, Inc.  
555 Saginaw Street, Suite 201  
Flint, MI 48502  
810.235.2555 | [www.wadetrim.com](http://www.wadetrim.com)

SEC. 12,	T 02 S,	R 10 E
DR BY: SBS	COMP BY: SBS	
CK BY: SRB	SRVY BY: -	
DATE:	10/06/2025	
JOB #:	GAF2006.01F	
SHEET:	1	OF 5

# EXHIBIT A

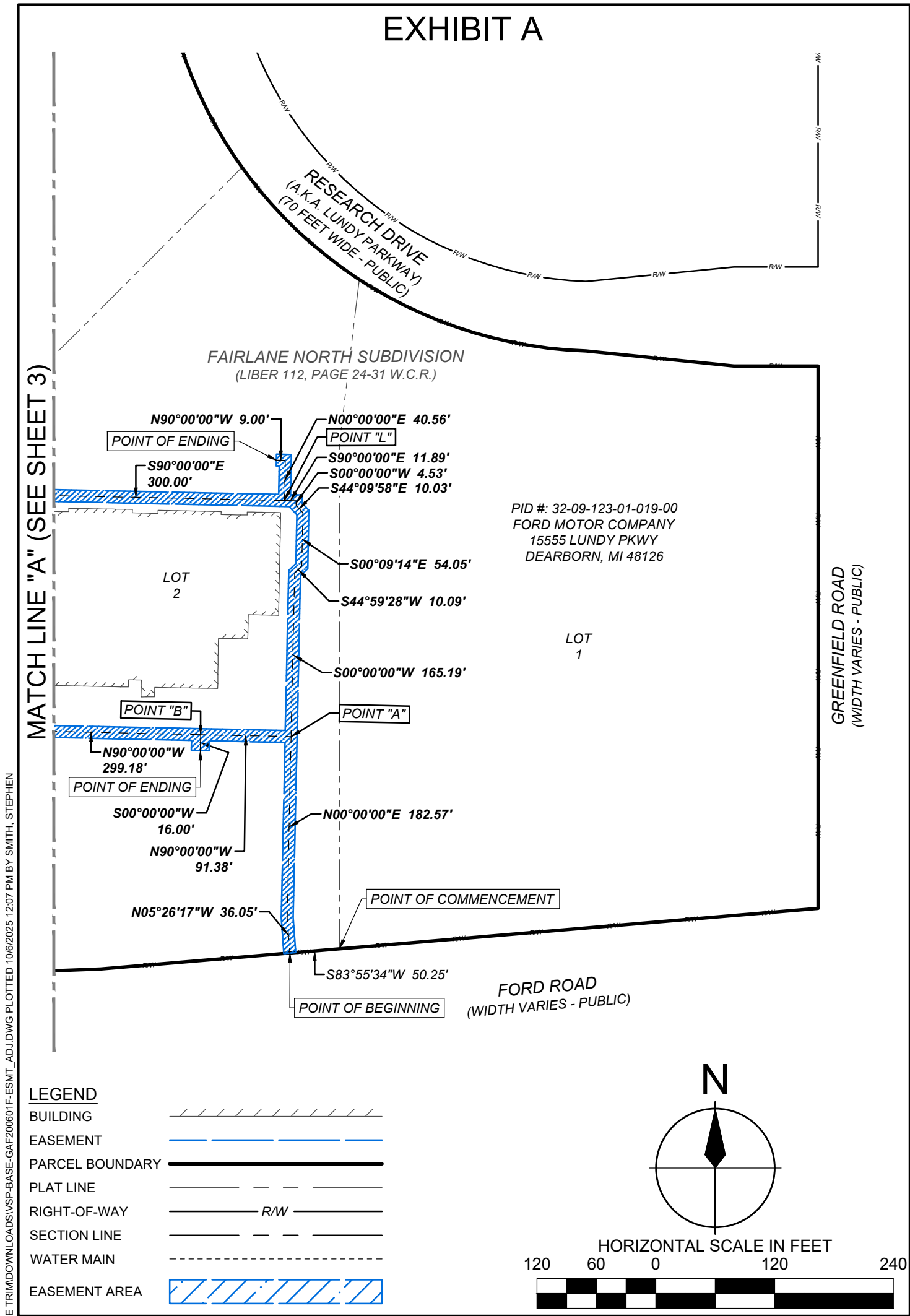
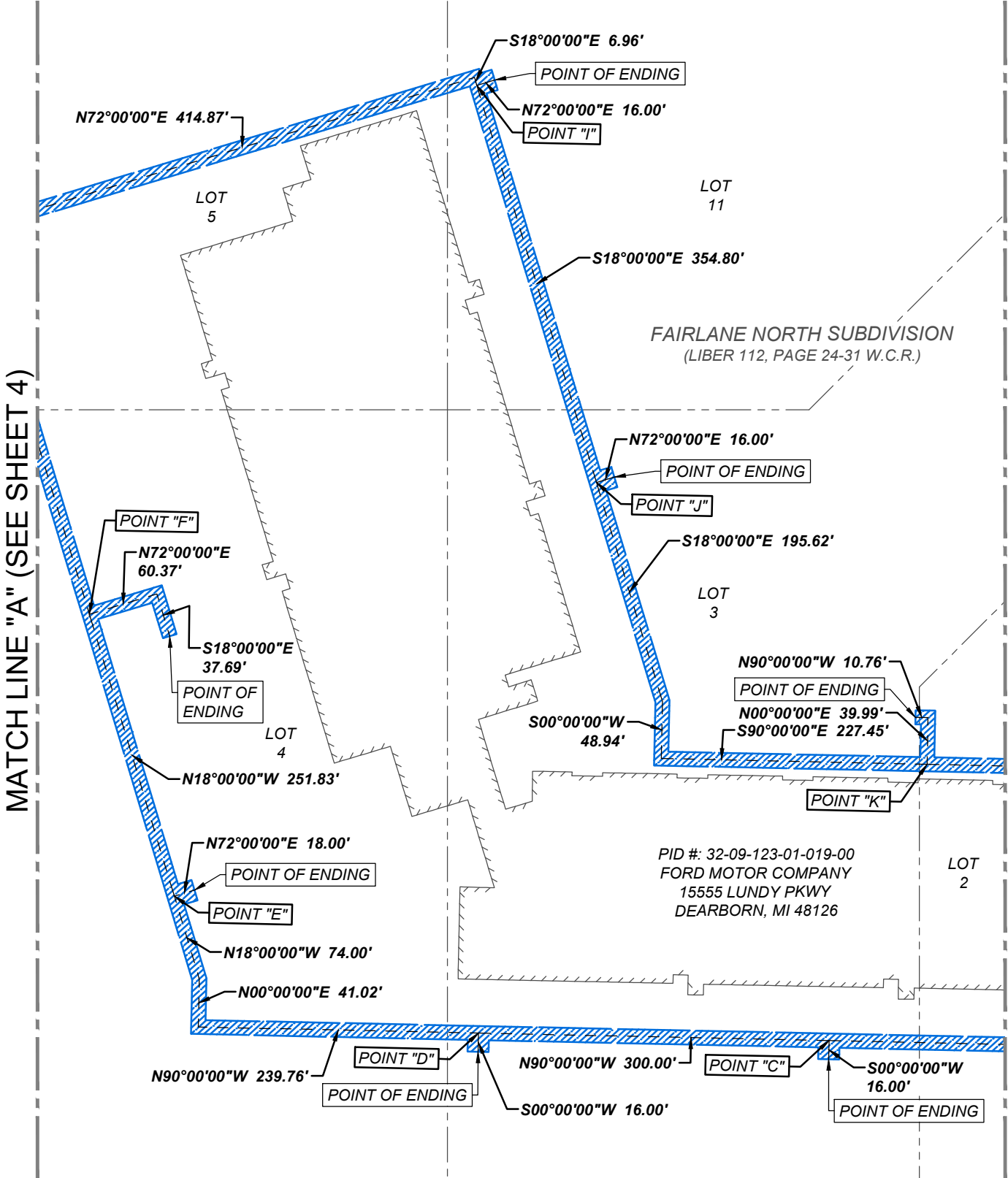


EXHIBIT A

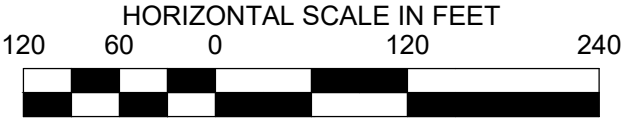
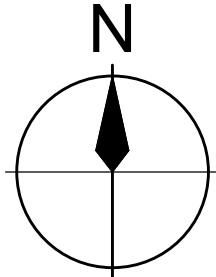
MATCH LINE "A" (SEE SHEET 4)

MATCH LINE "A" (SEE SHEET 2)



LEGEND

- BUILDING
- EASEMENT
- PARCEL BOUNDARY
- PLAT LINE
- RIGHT-OF-WAY
- SECTION LINE
- WATER MAIN
- EASEMENT AREA



FOR:  
FORD MOTOR COMPANY  
330 TOWN CENTER DRIVE, STE. 1100  
DEARBORN, MI 48126  
EASEMENT EXHIBIT  
15555 LUNDY PARKWAY  
DEARBORN, MI 48126  
PID #: 32-09-123-01-019-00



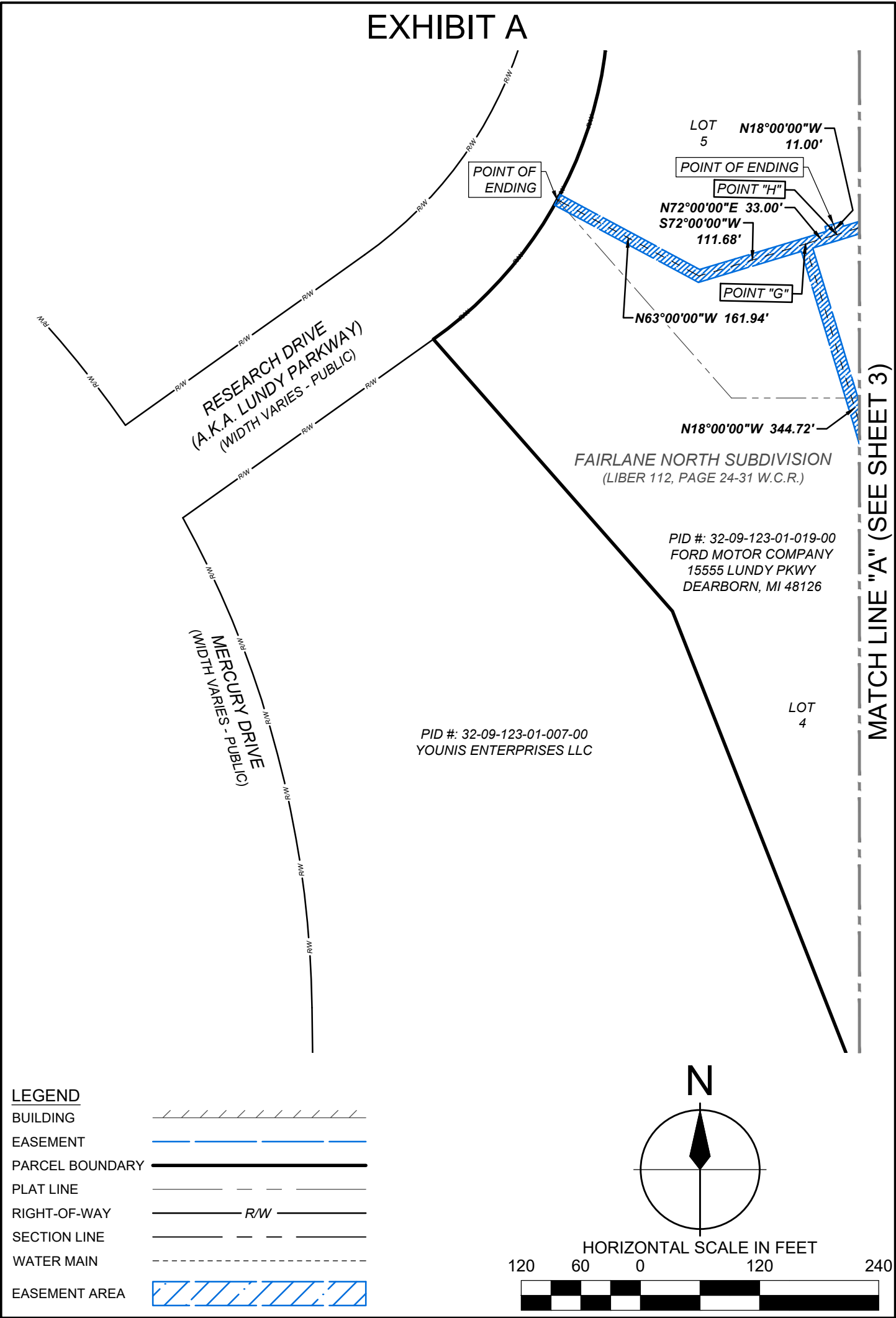
**WADE  
TRIM**

Wade Trim, Inc.  
555 Saginaw Street, Suite 201  
Flint, MI 48502  
810.235.2555 | [www.wadetrim.com](http://www.wadetrim.com)

SEC. 12,	T 02 S,	R 10 E
DR BY: SBS	COMP BY: SBS	
CK BY: SRB	SRVY BY: -	
DATE:	10/06/2025	
JOB #:	GAF2006.01F	
SHEET:	3	OF 5



# EXHIBIT A



## LEGEND

BUILDING

## EASEMENT

PARCEL BOUNDARY

## PLAT LINE

RIGHT-OF-WAY

SECTION LINE

## WATER MAIN

EASEMENT AREA

FOR:  
FORD MOTOR COMPANY  
130 TOWN CENTER DRIVE, STE. 1100  
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EASEMENT EXHIBIT  
15555 LUNDY PARKWAY  
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SEC. 12,	T 02 S,	R 10 E
DR BY: SBS	COMP BY: SBS	
CK BY: SRB	SRVY BY: -	
DATE: 10/06/2025		
JOB #: GAF2006.01F		
SHEET: 4	OF	5

EXHIBIT A

PARCEL DESCRIPTION: (PER QUIT CLAIM DEED BETWEEN FORD MOTOR LAND DEVELOPMENT CORPORATION (GRANTOR) AND FORD MOTOR COMPANY (GRANTEE), AS RECORDED IN LIBER 54150, PAGES 1318-1320 WAYNE COUNTY DEED RECORDS).

PARCEL ID #: 32-09-123-01-019-00  
PROPERTY ADDRESS: 15555 LUNDY PARKWAY, DEARBORN, MI 48126  
OWNER NAME: FORD MOTOR COMPANY

PARCEL LEGAL DESCRIPTION:

LAND SITUATED IN THE CITY OF DEARBORN, COUNTY OF WAYNE, STATE OF MICHIGAN, DESCRIBED AS FOLLOWS:

LOTS 1 THROUGH 6, BOTH INCLUSIVE, AND LOTS 10 AND 11, FAIRLANE NORTH, ACCORDING TO THE RECORDED PLAT THEREOF, AS RECORDED IN PLAT LIBER 112, PAGES 24 THROUGH 31, INCLUSIVE, WAYNE COUNTY RECORDS.

WATER MAIN EASEMENT DESCRIPTION:

A 12 FOOT WIDE WATER MAIN EASEMENT FOR WATER PURPOSES, BEING 6 FEET EACH SIDE, PARALLEL WITH AND ADJACENT TO THE FOLLOWING DESCRIBED CENTERLINE, BEING PART OF LOTS 2, 3, 4, 5 AND 11, FAIRLANE NORTH, AS RECORDED IN LIBER 112, PAGES 24-31 WAYNE COUNTY PLAT RECORDS, LOCATED IN THE SOUTHEAST QUARTER OF SECTION 12, TOWN 02 SOUTH, RANGE 10 EAST, CITY OF DEARBORN, WAYNE COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF LOT 2 OF SAID FAIRLANE NORTH; THENCE S83°55'34"W 50.25 FEET ALONG THE NORTH RIGHT-OF-WAY LINE OF FORD ROAD (WIDTH VARIES - PUBLIC) TO THE POINT OF BEGINNING; THENCE N05°26'17"W 36.05 FEET; THENCE N00°00'00"E 182.57 FEET TO A POINT HEREFTER KNOWN AS POINT "A"; THENCE N90°00'00"W 91.38 FEET TO A POINT HEREFTER KNOWN AS POINT "B"; THENCE CONTINUING N90°00'00"W 299.18 FEET TO A POINT HEREFTER KNOWN AS POINT "C"; THENCE CONTINUING N90°00'00"W 300.00 FEET TO A POINT HEREFTER KNOWN AS POINT "D"; THENCE CONTINUING N90°00'00"W 239.76 FEET; THENCE N00°00'00"E 41.02 FEET; THENCE N18°00'00"W 74.00 FEET TO A POINT HEREFTER KNOWN AS POINT "E"; THENCE CONTINUING N18°00'00"W 251.83 FEET TO A POINT HEREFTER KNOWN AS POINT "F"; THENCE CONTINUING N18°00'00"W 344.72 FEET TO A POINT HEREFTER KNOWN AS POINT "G"; THENCE N72°00'00"E 33.00 FEET TO A POINT HEREFTER KNOWN AS POINT "H"; THENCE CONTINUING N72°00'00"E 414.87 FEET; THENCE S18°00'00"E 6.96 FEET TO A POINT HEREFTER KNOWN AS POINT "I"; THENCE CONTINUING S18°00'00"E 354.80 FEET TO A POINT HEREFTER KNOWN AS POINT "J"; THENCE CONTINUING S18°00'00"E 195.62 FEET; THENCE S00°00'00"W 48.94 FEET; THENCE S90°00'00"E 227.45 FEET TO A POINT HEREFTER KNOWN AS POINT "K"; THENCE CONTINUING S90°00'00"E 300.00 FEET TO A POINT HEREFTER KNOWN AS POINT "L"; THENCE CONTINUING S90°00'00"E 11.89 FEET; THENCE S00°00'00"W 4.53 FEET; THENCE S44°09'58"E 10.03 FEET; THENCE S00°09'14"E 54.05 FEET; THENCE S44°59'28"W 10.09 FEET; THENCE S00°00'00"W 165.19 FEET TO SAID POINT "A" AND THE POINT OF ENDING.

TOGETHER WITH A 12 FOOT WIDE WATER MAIN EASEMENT FOR WATER PURPOSES, BEING 6 FEET EACH SIDE, PARALLEL WITH AND ADJACENT TO THE FOLLOWING DESCRIBED CENTERLINE LOCATED IN THE SOUTHEAST QUARTER OF SAID SECTION 12:

BEGINNING AT THE ABOVE MENTIONED POINT "B"; THENCE S00°00'00"W 16.00 FEET TO THE POINT OF ENDING.  
BEGINNING AT THE ABOVE MENTIONED POINT "C"; THENCE S00°00'00"W 16.00 FEET TO THE POINT OF ENDING.  
BEGINNING AT THE ABOVE MENTIONED POINT "D"; THENCE S00°00'00"W 16.00 FEET TO THE POINT OF ENDING.  
BEGINNING AT THE ABOVE MENTIONED POINT "E"; THENCE N72°00'00"E 18.00 FEET TO THE POINT OF ENDING.  
BEGINNING AT THE ABOVE MENTIONED POINT "F"; THENCE N72°00'00"E 60.37 FEET; THENCE S18°00'00"E 37.69 FEET TO THE POINT OF ENDING.  
BEGINNING AT THE ABOVE MENTIONED POINT "G"; THENCE S72°00'00"W 111.68 FEET; THENCE N63°00'00"W 161.94 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF RESEARCH DRIVE (A.K.A. LUNDY PARKWAY - WIDTH VARIES - PUBLIC) AND THE POINT OF ENDING.  
BEGINNING AT THE ABOVE MENTIONED POINT "H"; THENCE N18°00'00"W 11.00 FEET TO THE POINT OF ENDING.  
BEGINNING AT THE ABOVE MENTIONED POINT "I"; THENCE N72°00'00"E 16.00 FEET TO THE POINT OF ENDING.  
BEGINNING AT THE ABOVE MENTIONED POINT "J"; THENCE N72°00'00"E 16.00 FEET TO THE POINT OF ENDING.  
BEGINNING AT THE ABOVE MENTIONED POINT "K"; THENCE N00°00'00"E 39.99 FEET; THENCE N90°00'00"W 10.76 FEET TO THE POINT OF ENDING.  
BEGINNING AT THE ABOVE MENTIONED POINT "L"; THENCE N00°00'00"E 40.56 FEET; THENCE N90°00'00"W 9.00 FEET TO THE POINT OF ENDING.  
CONTAINING 1.17 ACRES (50,924 SQUARE FEET), MORE OR LESS.

BASIS OF BEARINGS

BASED ON BEARINGS ACCORDING TO "WM-EASEMENT.DWG" BY AYRES, LEWIS, NORRIS & MAY, INC. PROJECT NO. 183173-01, DATED 08-01-00.



FOR:  
FORD MOTOR COMPANY  
330 TOWN CENTER DRIVE, STE. 1100  
DEARBORN, MI 48126  
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SEC.	12,	T 02 S,	R 10 E
DR BY:	SBS	COMP BY:	SBS
CK BY:	SRB	SRVY BY:	-
DATE:	10/06/2025		
JOB #:	GAF2006.01F		
SHEET:	5	OF	5



## FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** Extension of Contract with EMS Management & Consultants - EMS/MC

**DEPARTMENT:** Fire Department, In Conjunction with Purchasing

**BRIEF DESCRIPTION:**

The Fire Department, in conjunction with Purchasing, recommends authorizing a 5-Year Contract Extension through July 2030 with EMS/MC for Billing Services.

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**PRIOR COUNCIL ACTION:** 9-445-24- Approved contract renewal to Accumed, now known as EMS/MC. 4 year contract with two 2 year renewals.

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**BACKGROUND:** EMS Management & Consultants (EMSMC) manages the billing process for Dearborn Fire Department's EMS Care/Transports and Fire Cost Recovery. This includes handling insurance claims and patient billing. Patients who receive services will be billed by EMS|MC and can access a patient portal for payments and viewing billing information.

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**FISCAL IMPACT:**

Not to exceed \$145,000

The fee schedule is:

Prior Contract Rates

5.30% percent of "Net Collections" for Emergency Medical Services.

5.30% percent of "Net Collections" for Fire Services

Current Contract Rates

4.85% percent of "Net Collections" for Emergency Medical Services.

4.85% percent of "Net Collections" for Fire Services.

Annual price adjustment shall not exceed Consumer Price Index.

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**COMMUNITY IMPACT:**

Provides a tool to the Fire Department to operate efficiently, optimizing costs.

**IMPLEMENTATION TIMELINE:**

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Provided services will continue without interruption.

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**COMPLIANCE/PERFORMANCE METRICS:**

Fire Department staff will confirm quality of services provided by the vendor.



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

**TO:** City Council

**FROM:** City Administration

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Extension of Contract for EMS/MC Billing Services

**DATE:** October 6, 2025

### Budget Information

Adopted Budget:	\$145,000
Amended Budget:	\$0
Requested Amount:	\$738,181
	FY26 - \$145,000 Adopted Budget
	FY27 - \$145,000 pending future FY budget approvals
	FY28 - \$145,000 pending future FY budget approvals
	FY29 - \$149,350 pending future FY budget approvals
	FY30 - \$153,831 pending future FY budget approvals
Funding Source:	General Fund, Fire, Fire Fighting, Contractual Services, Billing Service
Supplemental Budget:	N/A

### Summary of Request

The Fire Department, in conjunction with Purchasing, recommends a 5-year contract extension through July 2030 with EMS/MC for Billing Services.

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

### Background and Justification

EMS|MC (EMS Management & Consultants) is the leading national provider of billing and revenue cycle management services exclusively for Emergency Medical Services (EMS) agencies. The justification for EMS agencies to outsource their billing to EMS|MC is the significant complexity of the billing process, which requires specialized expertise to maximize revenue and ensure compliance.

- **Specialized expertise:** EMS billing is subject to complex and changing regulations from government payers like Medicare. EMS|MC employs specialists who stay up-to-date on these rules and navigate the intricacies of determining proper reimbursement.
- **Improved financial performance:** By handling the entire revenue cycle—from claims submission and denial management to aggressive follow-up and collections—EMS|MC significantly increases the cash collected by EMS agencies. The cost of outsourcing is often less than the expense of maintaining an in-house billing department, which also tends to have lower collection rates.
- **Focus on patient care:** By offloading the administrative and financial burden of billing, EMS agencies can redirect their resources toward their core mission of providing high-quality emergency medical services.



## FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

- **Enhanced compliance and risk mitigation:** Outsourcing to an experienced, reputable billing company like EMS|MC helps agencies avoid costly errors and non-compliance with complex regulations like HIPAA and Centers for Medicare & Medicaid Services (CMS) guidelines. It also ensures patient data is handled securely.
- **Advanced technology:** EMS|MC uses its proprietary software and analytics to streamline processes, automate billing, and provide clients with valuable financial insights and reporting.

### Prepared By:

DocuSigned by:

*Mark Rozinsky*

Mark Rozinsky, Purchasing Manager

### Department Approval:

DocuSigned by:

*Joseph Murray*

Joseph Murray, Fire Chief

### Budget Approval:

DocuSigned by:

*Michael Kennedy*

Michael Kennedy, Treasurer & Finance Director

Initial

CS

### Corporation Counsel Approval:

DocuSigned by:

*Jeremy Romer*

Jeremy J. Romer, Corporation Counsel



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

---

### Immediate Effect Requested

**REQUEST:** Purchasing, recommends authorizing the sole source purchase of (38) Stryker Xpedition AFG Powered Stair Chairs, related accessories and warranty from Stryker Sales, LLC. Additionally, The Fire Department is requesting the Finance Director or designee to appropriate \$51,576 in General funds to cover 6 battery chargers, 8 spare batteries and a seven-year warranty for all Dearborn Stair Chairs.

**DEPARTMENT:** Fire Department, In Conjunction with purchasing

### BRIEF DESCRIPTION:

The Fire Department, in conjunction with Purchasing, recommends the purchase of (38) Stryker Xpedition AFG Powered Stair Chairs (Model: 6257 XPEDITION) along with (10) Battery Chargers and (10) Service Battery Kits. This equipment is being purchased from Stryker Sales, LLC., utilizing a portion of the recently awarded FEMA Assistance to Firefighters Grant (AFG). The purchase of 38 Xpedition Stair Chairs at a cost of \$363,261.00, along with 10 battery chargers and 10 batteries at a cost of \$9,297, and a (7) year warranty at a cost of \$40,018 for a total of \$412,576.

---

### PRIOR COUNCIL ACTION:

C.R. 9-463-24 authorized the Finance Director to recognize and appropriate revenue in the amount \$361,000, with a 10% local match, in the General Fund (Fire Department), from the FY 2023 FEMA Assistance to Firefighters Grant (AFG); a portion of which was planned for the purchase of Extraction Machines.

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### BACKGROUND:

The Fire Department is seeking to replace aging, manual, or inadequate patient transport and extrication equipment with new powered stair chairs. The Stryker Xpedition AFG Powered Stair Chair is designed to provide safe and efficient patient transportation on stairs, a key component to preventing injury to both patients and personnel.

This purchase is essential for improving the health and safety of our firefighters by reducing the risk of line-of-duty back injuries and workers' compensation claims associated with manually lifting patients and equipment. Improving the health and wellness of our department members promotes a more satisfied and effective workforce, reducing workdays missed due to injury.

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### FISCAL IMPACT:

\$412,576

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### COMMUNITY IMPACT:

The purchase of this equipment will help to reduce healthcare costs and workers' compensation claims associated with firefighter injuries. Ensuring the health and safety of our firefighters not only reduces the cost to taxpayers but also promotes a more satisfied and effective workforce, resulting in uninterrupted emergency medical services to the community



## **FINANCE**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

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### **IMPLEMENTATION TIMELINE:**

Provided services will continue without interruption.

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

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



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

**TO:** City Council

**FROM:** City Administration

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Purchase (38) Stryker Xpedition AFG Powered Stair Chairs and related accessories from Stryker Sales, LLC.

**DATE:** October 8, 2025

### Budget Information

Projects:	X06253, AFF 24 Regional Chairs
Total Approved Project Budget:	\$0
Available Project Budget:	\$0
Requested Amount:	\$361,000
Funding Source:	General Capital Improvement, Fire, Operating Supplies, Equipment-Non Capital
Supplemental Budget:	N/A
Adopted Budget:	\$98,600
Amended Budget:	\$98,600
Requested Budget:	\$51,576
Funding Source:	General Fund, Fire, Repair Maintenance, Operating Equipment Repair and Maintenance
Supplemental Budget:	N/A

### Summary of Request

The Fire Department, in conjunction with Purchasing, recommends authorizing the sole source purchase of (38) Stryker Xpedition Powered Stair Chairs related accessories and warranty, from Stryker Sales, LLC.

Additionally, The Fire Department is requesting the Finance Director or designee to appropriate \$51,576 in General funds to cover 6 battery chargers, 8 spare batteries and a seven-year warranty for all Dearborn Stair Chairs.

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

### Background and Justification

The Fire Department has been awarded a FEMA AFG grant to purchase essential equipment, including the new powered patient transport devices. The purchase of 38 Xpedition Stair Chairs at a cost of \$363,261.00, along with 10 battery chargers and 10 batteries at a cost of \$9,297, and





# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

a (7) year warranty at a cost of \$40,018, is necessary to replace manual equipment and provide state-of-the-art patient extrication and transport capabilities.

The primary justification for this equipment is the safety of our personnel. This equipment is essential to reducing the exposure of firefighters to chronic musculoskeletal injuries. Improving the health and wellness of the fire department's members is key to creating a positive workplace culture and also equates to lower healthcare costs, reduced workers' compensation claims, and reduces the amount of work days missed due to chronic health conditions.

### Procurement Process

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

#### Prepared By:

DocuSigned by:

*Mark Rozinsky*

Mark Rozinsky, Purchasing Manager

#### Department Approval:

DocuSigned by:

*Joseph Murray*

Joseph Murray, Fire Chief

#### Budget Approval:

DocuSigned by:

*Michael Kennedy*

Michael Kennedy, Treasurer & Finance Director

Initial

CS

#### Corporation Counsel Approval:

DocuSigned by:

*Jeremy Romer*

Jeremy J. Romer, Corporation Counsel



## EXECUTIVE SUMMARY AND MEMORANDUM

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### REQUEST:

The Dearborn Fire Department, in conjunction with Innovation and Technology, recently applied for and was awarded a highly competitive FY2023 State and Local Cybersecurity Grant (EMW-2023-CY-00003) in the amount of \$475,000. There is a 20% cost share with this grant that is being paid by the State of Michigan; as such, there is no local match for the City of Dearborn. This grant will be utilized to improve the City of Dearborn's cybersecurity through advanced backup solutions.

Therefore, it is respectfully requested that the Finance Director recognize and appropriate revenue of \$475,000 in the Technology and Innovation Fund.

**The Fire Department is requesting immediate effect on this request to ensure compliance with grant timelines.**

### DEPARTMENT:

Fire Department, in conjunction with Innovation and Technology.

### BRIEF DESCRIPTION:

The Dearborn Fire Department, in conjunction with Innovation and Technology, recently applied for and was awarded a highly competitive federal FY2023 State and Local Cybersecurity Grant Program Grant in the amount of \$475,000. This is a federal grant that is managed by the State of Michigan. The State of Michigan will also pay the 20% cost share of this grant, so there is no local match for the City of Dearborn. This grant will be utilized to improve the City of Dearborn's Cybersecurity efforts through backup solutions.

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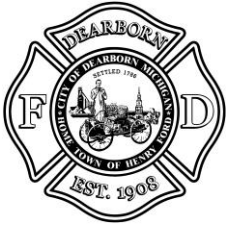
### PRIOR COUNCIL ACTION:

N/A

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### BACKGROUND

The Dearborn Fire Department, in conjunction with Innovation and Technology, recently applied for and was awarded a highly competitive federal FY2023 State and Local Cybersecurity Grant Program Grant in the amount of \$475,000. This is a federal grant that is managed by the State of Michigan. The State of Michigan will also pay the 20% cost share of this grant, so there is no local match for the City of Dearborn. This grant will be utilized to improve the City of Dearborn's Cybersecurity efforts through backup solutions.



## EXECUTIVE SUMMARY AND MEMORANDUM

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The City of Dearborn's IT infrastructure, supporting critical operations like police, fire, dispatch, and 911 systems, is running on outdated technologies that are increasingly vulnerable to sophisticated cyber threats. These systems are integral to public safety and must be protected against potential disruptions, breaches, or ransomware attacks. With limited resources, it has become challenging to maintain robust cybersecurity defenses, leading to an urgent need for funding to modernize and secure these essential services. The goals of this initiative are to enhance the resilience of public safety IT systems, reduce vulnerabilities, and safeguard sensitive data while ensuring uninterrupted emergency services. Without significant upgrades to infrastructure, endpoint protection, and staff training, the city faces heightened risks that could jeopardize citizen safety and operational continuity.

The city's current backup systems lack automation and scalability, leaving critical data at risk of loss during ransomware attacks or hardware failures. Upgrading to advanced backup solutions will include deploying cloud-based and on-premise backup technologies to ensure secure, redundant storage and rapid recovery of critical data. Automated backup schedules and encryption will further enhance data integrity and security. Advanced backup solutions will protect vital data for police, fire, and dispatch operations, ensuring that services remain operational during emergencies or cyber incidents. Rapid recovery capabilities will minimize downtime and associated costs, while ensuring compliance with regulatory requirements for data retention and disaster recovery.

The total cost for deploying advanced backup solutions is \$475,000. This funding will support the purchase of backup servers, storage devices, cloud services, and staff training, including:

**Backup Servers-** which includes the purchase of 15 high-capacity backup servers at \$10,000 each to ensure reliable on-premise data storage and recovery for police, fire, and 911 dispatch systems.

**Cloud Back Up Subscription-** which includes an annual cloud backup subscription for 15 critical systems, enabling secure off-site storage and disaster recovery capabilities.

**Backup Software Licenses-** Total cost includes licensing for advanced backup management software at \$2,000 per license for 50 IT administrators and staff to manage and monitor backup operations.

**Storage Devices-** includes purchase of 40 high-capacity, encrypted storage devices at \$2,500 each for secure data transfer and offline backup storage.

**Implementation and Training-** includes deployment costs, including system setup, configuration, and training for IT staff on advanced backup and recovery techniques.

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### FISCAL IMPACT:

\$475,000 federal grant without local match

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## EXECUTIVE SUMMARY AND MEMORANDUM

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### COMMUNITY IMPACT:

Improved protection of the City's computer systems and data ensures that the City of Dearborn can continue to provide quality services to our residents.

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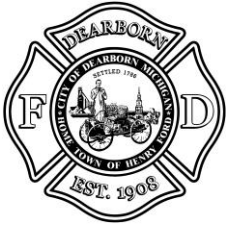
### IMPLEMENTATION TIMELINE:

The period of performance of this grant ends on August 31, 2027, although the Fire Department, in conjunction with Innovation and Technology, is confident that all funds can be expended within one year.

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### COMPLIANCE/PERFORMANCE METRICS:

The Fire Department, in conjunction with Innovation and Technology, will monitor the grant and ensure compliance with the terms and conditions.



## EXECUTIVE SUMMARY AND MEMORANDUM

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**TO:** City Council

**FROM:** Fire Chief Joseph Murray

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Acceptance of FY23 State and Local Cybersecurity Gant Program

**DATE** September 25, 2025

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### **Budget Information**

Project: ZT2609, SLCGP Cybersecurity  
Adopted Budget: \$0  
Amended Budget: \$0  
Requested Budget: \$475,000 Revenue  
Funding Source: Information System Fund, Technology and Innovation, IS-PC & Network support, Intergovernmental Revenue, State  
Supplemental Budget: N/A

### **Summary of Request**

The Dearborn Fire Department, in conjunction with Innovation and Technology, recently applied for and was awarded a highly competitive federal FY2023 State and Local Cybersecurity Grant Program Grant in the amount of \$475,000. This is a federal grant that is managed by the State of Michigan. The State of Michigan will also pay the 20% cost share of this grant, so there is no local match for the City of Dearborn. This grant will be utilized to improve the City of Dearborn's Cybersecurity efforts through backup solutions.

Therefore, it is respectfully requested that the Finance Director be authorized to recognize and appropriate revenue of \$475,000 in the Technology and Innovation Fund and appropriate \$475,000 in the Technology and Innovation expenditures. There is no local match.

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## EXECUTIVE SUMMARY AND MEMORANDUM

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### **Background and Justification**

The Dearborn Fire Department, in conjunction with Innovation and Technology, recently applied for and was awarded a highly competitive federal FY2023 State and Local Cybersecurity Grant Program Grant in the amount of \$475,000. This is a federal grant that is managed by the State of Michigan. The State of Michigan will also pay the 20% cost share of this grant, so there is no local match for the City of Dearborn. This grant will be utilized to improve the City of Dearborn's Cybersecurity efforts through backup solutions.

The City of Dearborn's IT infrastructure, supporting critical operations like police, fire, dispatch, and 911 systems, is running on outdated technologies that are increasingly vulnerable to sophisticated cyber threats. These systems are integral to public safety and must be protected against potential disruptions, breaches, or ransomware attacks. With limited resources, it has become challenging to maintain robust cybersecurity defenses, leading to an urgent need for funding to modernize and secure these essential services. The goals of this initiative are to enhance the resilience of public safety IT systems, reduce vulnerabilities, and safeguard sensitive data while ensuring uninterrupted emergency services. Without significant upgrades to infrastructure, endpoint protection, and staff training, the city faces heightened risks that could jeopardize citizen safety and operational continuity.

The city's current backup systems lack automation and scalability, leaving critical data at risk of loss during ransomware attacks or hardware failures. Upgrading to advanced backup solutions will include deploying cloud-based and on-premise backup technologies to ensure secure, redundant storage and rapid recovery of critical data. Automated backup schedules and encryption will further enhance data integrity and security. Advanced backup solutions will protect vital data for police, fire, and dispatch operations, ensuring that services remain operational during emergencies or cyber incidents. Rapid recovery capabilities will minimize downtime and associated costs, while ensuring compliance with regulatory requirements for data retention and disaster recovery.

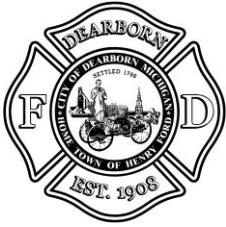
The total cost for deploying advanced backup solutions is \$475,000. This funding will support the purchase of backup servers, storage devices, cloud services, and staff training, including:

**Backup Servers-** which includes the purchase of 15 high-capacity backup servers at \$10,000 each to ensure reliable on-premise data storage and recovery for police, fire, and 911 dispatch systems.

**Cloud Back Up Subscription-** which includes an annual cloud backup subscription for 15 critical systems, enabling secure off-site storage and disaster recovery capabilities.

**Backup Software Licenses-** Total cost includes licensing for advanced backup management software at \$2,000 per license for 50 IT administrators and staff to manage and monitor backup operations.

**Storage Devices-** includes purchase of 40 high-capacity, encrypted storage devices at \$2,500 each for secure data transfer and offline backup storage.



## EXECUTIVE SUMMARY AND MEMORANDUM


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**Implementation and Training-** includes deployment costs, including system setup, configuration, and training for IT staff on advanced backup and recovery techniques.


**The Fire Department is requesting immediate effect on this request to ensure compliance with grant timelines.**

### Signature Page


#### Department Approval:

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

DocuSigned by:  
  
CD3794A5ECB04BF...  
Mansour Sharha  
IT Director

Signed by:  
  
60F29CF6B6BD4ED...

#### Corporation Counsel Approval:

DocuSigned by:  
  
E7A573BA25E3460...  
Jeremy Romer  
Corporation Counsel

#### Budget Approval:

DocuSigned by:  
  
F77919D1421447F...  
Michael Kennedy  
Finance Director

**ABDULLAH H. HAMMOUD**  
MAYOR

**DANIELLE CHANEY**  
DIRECTOR



## **DEARBORN** **HUMAN RESOURCES**

### **EXECUTIVE SUMMARY AND MEMORANDUM**

**REQUEST:** Human Resources kindly requests the creation of Resident Services Manager position titles.

**DEPARTMENT:** Human Resources

**BRIEF DESCRIPTION:** This request is for the authorization to add one new title (Resident Services Manager) to the AFSME Salary Plan.

---

**PRIOR COUNCIL ACTION:** CR5-214-25 (budget adoption) authorized the creation of the proposed centralized customer service model, and moving three (3) Office Assistant positions from Economic Development to Community Relations (adopted 5 OAI, 2 OAI, 1 Office Manager). Also approved the Office Assistant III position in Assessing.

The Resident Services Manager and Resident Services Representative position titles were approved by the Civil Service Commission on October 2, 2025, CSCR 8695-25.

---

**BACKGROUND:** The Resident Services Manager position is responsible for overseeing the Resident Services Representative team, ensuring residents receive prompt, polite, and accurate assistance by phone and in person. This role is responsible for training staff on city procedures, managing day-to-day operations, and coordinating schedules to maintain full and equitable service coverage, serving as the lead resource for quality control, staff support, and continuous service improvement. In addition, this role assists with other departmental tasks, including but not limited to financial processing and the management of related departmental software & technology.

This position (along with the associated Resident Service Representative) will serve as reclassifications for the current Office Assistant II, Office Assistant III, and Office Manager positions in the Community Relations Response Center. New additions to these reclassified job descriptions include cross-training with various City departments, including but not limited to Economic Development, Public Works, and Assessing, and an MCAT - Michigan Certified Assessing Technician Certification requirement (necessary to perform assessing-related duties).

---



**ABDULLAH H. HAMMOUD**  
MAYOR

**DANIELLE CHANEY**  
DIRECTOR



## **DEARBORN** **HUMAN RESOURCES**

**FISCAL IMPACT:** The annual estimated budgetary increase for the current Community Relation positions (5 Office Assistant II, 2 Office Assistant III, and Office Manager) is \$26,000. The estimated increase for FY2026 is \$18,000, which will be absorbed by the current year adopted budget (position vacancies / staff turnover).

No additional position slots or funding are requested for FY2026. None of the current Office Assistant or Office Manager positions will be backfilled.

---

**COMMUNITY IMPACT:** New position title for the Department of Community Relations.

**Resident Services Manager** AFSME - Grade 118- Starting Salary \$68,507 - Ensures the highest quality level of customer service for those seeking information or assistance from the City

---

**IMPLEMENTATION TIMELINE:** Immediate effect is requested

---

**COMPLIANCE/PERFORMANCE METRICS:** The Resident Services Manager will report directly to the Director and Deputy Director and work closely with division leaders across various departments.

**ABDULLAH H. HAMMOUD**  
MAYOR

**DANIELLE CHANEY**  
DIRECTOR



## DEARBORN HUMAN RESOURCES

**TO:** City Council  
**FROM:** Department of Human Resources  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Request for authorization to add one new title (Resident Services Manager) to the AFSME Salary Plan  
**DATE:** 9/26/2025

---

**Summary of Request:**

In an effort to streamline, strengthen, and make further accessible the City of Dearborn's customer service efforts, the Department of Human Resources kindly requests the authorization of a new title for the reclassified "Resident Services" division.

The Resident Services Manager position is responsible for overseeing the Resident Services Representative team, ensuring residents receive prompt, polite, and accurate assistance by phone and in person. This role is responsible for training staff on city procedures, managing day-to-day operations, and coordinating schedules to maintain full and equitable service coverage, serving as the lead resource for quality control, staff support, and continuous service improvement. In addition, this role assists with other departmental tasks, including but not limited to financial processing and the management of related departmental software / technology.

The annual estimated budgetary increase for the current Community Relation positions (5 Office Assistant II, 2 Office Assistant III, and Office Manager), along with the 1 Office Assistant III Assessing position being requested to be reallocated and reclassified, is \$26,000. The estimated increase for FY2026 is \$18,000 which will be absorbed by the current year adopted budget (position vacancies / staff turnover).

No additional position slots or funding are requested for FY2026. None of the current Office Assistant or Office Manager positions will be backfilled.

**Background and Justification:**

This position (along with the associated Resident Service Representative) will serve as reclassifications for the current Office Assistant II, Office Assistant III, and Office Manager positions in the Community Relations Response Center. New additions to these reclassified job descriptions include:

**ABDULLAH H. HAMMOUD**  
MAYOR

**DANIELLE CHANEY**  
DIRECTOR



## DEARBORN HUMAN RESOURCES

- Cross-training with various City departments, including but not limited to Economic Development, Public Works, and Assessing
- An MCAT - Michigan Certified Assessing Technician Certification requirement (necessary to perform assessing-related duties)

### Department Approval:

DocuSigned by:  
*Alia Phillips*  
64F917BA272444C...  
Alia Phillips  
Community Relations Director

DocuSigned by:  
*Danielle Chaney*  
632945EAE3A9483...  
Danielle Chaney  
Human Resources Director

### Budget Approval:

DocuSigned by:  
*Michael Kennedy*  
F77919D1421447F...  
Michael Kennedy  
Finance Director/Treasurer

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

**ABDULLAH H. HAMMOUD**  
MAYOR

**DANIELLE CHANEY**  
DIRECTOR



## DEARBORN HUMAN RESOURCES

### EXECUTIVE SUMMARY AND MEMORANDUM RESIDENT SERVICE REPRESENTATIVE

**REQUEST:** Human Resources kindly requests the creation of Resident Services Representative position titles.

**DEPARTMENT:** Human Resources

**BRIEF DESCRIPTION:** This request is for the authorization to add one new title (Resident Services Representative) to the MWD Salary Plan.

---

**PRIOR COUNCIL ACTION:** CR5-214-25 (budget adoption) authorized the creation of the proposed centralized customer service model, and moving three (3) Office Assistant positions from Economic Development to Community Relations (adopted 5 OAI, 2 OAIII, 1 Office Manager). Also approved the Office Assistant III position in Assessing.

The Resident Services Representative position title was approved by the Civil Service Commission on October 2, 2025, CSCR 8696-25.

---

**BACKGROUND:** The Resident Services Representative position serves as the front-line point of contact for residents, assisting with inquiries, concerns, and services both in person and via phone. Resident Service Representatives provide information on City department procedures and perform tasks such as processing applications and transactions for various departments, as well as ensure requests are routed appropriately when additional support is needed.

This position (along with the associated Resident Service Manager) will serve as reclassifications for the current Office Assistant II, Office Assistant III, and Office Manager positions in the Community Relations Response Center. New additions to these reclassified job descriptions include cross-training with various City departments, including but not limited to Economic Development, Public Works, and Assessing, and an MCAT - Michigan Certified Assessing Technician Certification requirement (necessary to perform assessing-related duties).

---

**FISCAL IMPACT:** The annual estimated budgetary increase for the current Community Relation positions (5 Office Assistant II, 2 Office Assistant III, and Office Manager) is \$26,000.

**ABDULLAH H. HAMMOUD**  
MAYOR

**DANIELLE CHANEY**  
DIRECTOR



## **DEARBORN** **HUMAN RESOURCES**

The estimated increase for FY2026 is \$18,000, which will be absorbed by the current year adopted budget (position vacancies / staff turnover).

No additional position slots or funding are requested for FY2026. None of the current Office Assistant or Office Manager positions will be backfilled.

---

**COMMUNITY IMPACT:** New position title for the Department of Community Relations.

**Resident Services Representative** Clerical (MWD) - Grade 111 - Starting Salary \$48,687 - Serves as the frontline of customer service for residents inquiring about City matters

---

**IMPLEMENTATION TIMELINE:** Immediate effect is requested

---

**COMPLIANCE/PERFORMANCE METRICS:** The Resident Services Representative will report directly to the Resident Services Manager.

**ABDULLAH H. HAMMOUD**  
MAYOR

**DANIELLE CHANEY**  
DIRECTOR



## DEARBORN HUMAN RESOURCES

**TO:** City Council

**FROM:** Department of Human Resources

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Request for authorization to add one new title (Resident Services Representative) to the MWD Salary Plan.

**DATE:** 9/26/2025

---

**Summary of Request:**

In an effort to streamline, strengthen, and make further accessible the City of Dearborn's customer service efforts, the Department of Human Resources kindly requests the authorization of a new title for the reclassified "Resident Services" division.

The Resident Services Representative position serves as the front-line point of contact for residents, assisting with inquiries, concerns, and services both in person and via phone. Resident Service Representatives provide information on City department procedures and perform tasks such as processing applications and transactions for various departments, as well as ensure requests are routed appropriately when additional support is needed.

The annual estimated budgetary increase for the current Community Relation positions (5 Office Assistant II, 2 Office Assistant III, and Office Manager), along with the 1 Office Assistant III Assessing position being requested to be reallocated and reclassified, is \$26,000. The estimated increase for FY2026 is \$18,000 which will be absorbed by the current year adopted budget (position vacancies / staff turnover).

No additional position slots or funding are requested for FY2026. None of the current Office Assistant or Office Manager positions will be backfilled.

**Background and Justification:**

This position (along with the associated Resident Service Manager) will serve as reclassifications for the current Office Assistant II, Office Assistant III, and Office Manager positions in the Community Relations Response Center. New additions to these reclassified job descriptions include:

- Cross-training with various City departments, including but not limited to Economic Development, Public Works, and Assessing
- An MCAT - Michigan Certified Assessing Technician Certification requirement (necessary to perform assessing-related duties)

**ABDULLAH H. HAMMOUD**  
MAYOR

**DANIELLE CHANEY**  
DIRECTOR



## DEARBORN HUMAN RESOURCES

### Department Approval:

DocuSigned by:

*Alia Phillips*

64F917BA272444C...

Alia Phillips  
Community Relations Director

DocuSigned by:

*Danielle Chaney*

632945FAF3A9483...

Danielle Chaney  
Human Resources Director

### Budget Approval:

DocuSigned by:

*Michael Kennedy*

F77919D1421447F...

Michael Kennedy  
Finance Director/Treasurer

DocuSigned by:

*Jeremy Romer*

E7A573BA25E3460...

Jeremy J. Romer  
Corporation Counsel





## FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** Award of contract to install security cameras at Bryant Library

**DEPARTMENT:** Library in conjunction with Purchasing

**BRIEF DESCRIPTION:** The Library, in conjunction with Purchasing, recommends the award of contract for installation of additional security cameras at Bryant Library.

---

**PRIOR COUNCIL ACTION:** 8-401-23 – Approved D/A Central security camera install at Esper Library

---

**BACKGROUND:** The Library 5 year Technology Plan calls for updating the security cameras and network video recorder (NVR) at Bryant library. The current system is end of life and cameras are no longer up to standards. After taking into consideration the proposed renovation plans so that new cameras should not be impacted by the work, working with Police for recommended camera placement, and working with IT for server specifications, we have a proposed solution from DA Central. The solution includes a new NVR and 16 cameras. This project has been approved by the Library Commission as well as the City Security Board.

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**FISCAL IMPACT:** \$73,565

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**COMMUNITY IMPACT:** The increased camera coverage will provide added security for residents, guests and library staff.

---

**IMPLEMENTATION TIMELINE:** Complete within 60 days of contract execution.

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**COMPLIANCE/PERFORMANCE METRICS:** Library staff will oversee and confirm installation and functionality of the new cameras.



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

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**TO:** City Council  
**FROM:** City Administration  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Award of contract to install security cameras at Bryant Library  
**DATE:** October 1, 2025

---

**Budget Information**

Project: I33121 – Library Security Cameras  
Total Approved Project Budget: \$363,597.00  
Available Project Budget: \$80,029.00  
Requested Amount: \$73,565.00  
Funding Source: Facilities Fund, Libraries, Bryant Library, Capital Project Support,  
Repair and Maintenance, Buildings  
Supplemental Budget: N/A

**Summary of Request**

Purchasing, on behalf of the Library Department, recommends the award of a contract to D/A Central for installation of security cameras to provide coverage to areas of the Library that currently have none. This will be a Continuity of Professional Services purchase, as D/A Central installed the existing security cameras at the Esper branch, which will need to work in conjunction with the new equipment.

It is respectfully requested that Council authorize the award for purchase and installation of these items. The resulting contract shall not be binding until fully executed.

**Background and Justification**

The Library 5 year Technology Plan calls for updating the security cameras and network video recorder (NVR) at Bryant library. The current system is end of life and cameras are no longer up to standards. After taking into consideration the proposed renovation plans so that new cameras should not be impacted by the work, working with Police for recommended camera placement, and working with IT for server specifications, we have a proposed solution from DA Central. The solution includes a new NVR and 16 cameras. This project has been approved by the Library Commission as well as the City Security Board.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Prepared By:

DocuSigned by:  
*Mark Rozinsky*  
D17FF0C142E34C3...

Mark Rozinsky, Purchasing Manager

Department Approval:

DocuSigned by:  
*Betty Adams*  
526C889C81C6424...

Betty Adams, Library Director

Budget Approval:

DocuSigned by:  
*Michael Kennedy*  
F77919D1421447F...

Initial  
*AK*

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

DocuSigned by:  
*Jeremy Romer*  
E7A573BA25E3460...

Jeremy J. Romer, Corporation Counsel

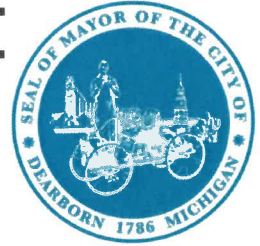
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## OFFICE OF THE MAYOR

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**TO: CITY COUNCIL**

**FROM: MAYOR ABDULLAH H. HAMMOUD**

**SUBJECT: APPOINTMENT - WARREN BUSINESS DISTRICT AUTHORITY**

**DATE: OCTOBER 9, 2025**

Pursuant to Public Act 57 of 2018 and City Council Resolution Number 2-70-11, the Mayor shall appoint members to the Warren Business District Authority, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

**Name:** Fady Hazamy

**Status:** Appointment

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

**Term Duration:** 3 Years

**Current Term Ending:** N/A

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

**Type of Membership:** Business

**Name of Business:** 7 Seas Travel

**Business Address:** 13130 W. Warren Avenue, Dearborn, MI 48126

**Attendance:** N/A

**Phone:** (313) 712-9700

**Email:** [fiddo69@gmail.com](mailto:fiddo69@gmail.com)

**Mailing Address:** 13128 W. Warren Avenue, Dearborn, MI, 48126

Abdullah H. Hammoud  
Mayor

cc: Economic Development Department  
cc: Law Department

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## OFFICE OF THE MAYOR

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**TO:** CITY CLERK

**FROM:** MAYOR ABDULLAH H. HAMMOUD

**SUBJECT:** APPOINTMENT - WARREN BUSINESS DISTRICT AUTHORITY

**DATE:** OCTOBER 9, 2025

I hereby certify that the following appointment has been made to the Warren Business District Authority, in accordance with Public Act 57 of 2018 and City Council Resolution Number 2-70-11.

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

**Name:** Fady Hazamy

**Status:** Appointment

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

**Term Duration:** 3 Years

**Current Term Ending:** N/A

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

**Type of Membership:** Business

**Name of Business:** 7 Seas Travel

**Business Address:** 13130 W. Warren Avenue, Dearborn, MI 48126

**Attendance:** N/A

**Phone:** (313) 712-9700

**Email:** [fiddo69@gmail.com](mailto:fiddo69@gmail.com)

**Mailing Address:** 13128 W. Warren Avenue, Dearborn, MI, 48126

Abdullah H. Hammoud  
Mayor

cc: Economic Development Department  
cc: Law Department



# Dearborn Commissions Application

Submission Date

21st August 2025

First Name

Fady

Last Name

Hazamy

Phone

 13137129700

Email

FIDDO69@GMAIL.COM

Home Address

13128 W Warren Ave, Dearborn, MI, USA

Zip Code

48126

Years of Residency in Dearborn

39 yrs

Occupation

Travel Agent

Company

7 Seas Travel

Length of Service

19 yrs

Business Address

13130 W. Warren Ave

Business Telephone Number

313 712 9700

Level of Education

High School Degree

Name of Educational Institution & Graduation Year

Beirut, Lebanon

Commissions & Boards

Warren Business District Improvement Authority

Why do you want to join this commission?

To serve the goals of the WBDIA and Dearborn's business community and make a positive impact. Help businesses grow, enhance business districts and bring more people to the district and connect with business owners.

Are you a veteran?

No

Do you Have a Resume?

No

Description of Professional History

19 years of experience in travel. A  
business owner of 7 seas travel  
serving Dearborn residents and the surrounding cities

Dearborn Commissions Departments

Economic Development

Submitted on Oct 1, 2025



**PARKS  
& RECREATION**

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**REQUEST:** Approval of Four "Drone Show Nights" at Camp Dearborn Holiday Light Festival.

**DEPARTMENT:**

Parks & Recreation

**BRIEF DESCRIPTION:**

Requesting permission for city contractor, MI Bright Lights, to sub-contract with Northern Lights Drone Shows for four "Drone Show Nights" during the Holiday Light Festival at Camp Dearborn.

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**PRIOR COUNCIL ACTION:**

N/A

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**BACKGROUND:**

MI Bright Lights, a contractor for Parks & Recreation, respectfully requests Council approval to host four "Drone Show Nights" at Camp Dearborn. These 15-minute drone shows will be launched from behind the Canteen on the following dates: November 12, November 26, December 10, and December 19. The event will be included with standard vehicle admission to the holiday light festival on these dates. Patrons will have the option to enjoy the show from their vehicles or by watching from the Canteen parking lot.

---

**FISCAL IMPACT:**

N/A

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**COMMUNITY IMPACT:**

The vibrant, high-tech drone displays captivate audiences of all ages, significantly increasing attendance and community engagement.





**PARKS  
& RECREATION**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

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### **IMPLEMENTATION TIMELINE:**

Immediate Effect is Requested.

---

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

Parks & Recreation will work to ensure event logistics are managed and adhered to.



**PARKS  
& RECREATION**

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**TO:** City Council

**FROM:** Sean Fletcher, Director of Parks & Recreation

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Approval of Four "Drone Show Nights" at Camp Dearborn Holiday Light Festival.

**DATE:** 10/7/2025

---

### **Budget Information**

Adopted Budget: N/A

Amended Budget: N/A

Requested Amount: N/A

Funding Source: N/A

Supplemental Budget: N/A

### **Summary of Request**

MI Bright Lights, the City's contractor for Parks & Recreation, is requesting City Council approval to subcontract with Northern Lights Drone Shows to present four "Drone Show Nights" during the Holiday Light Festival at Camp Dearborn. These 15-minute shows will take place on November 12, November 26, December 10, and December 19. The drone shows will launch from behind the Canteen area and be viewable from either the Canteen parking lot or from within patrons' vehicles. Admission to the drone show will be included with standard vehicle entry to the Holiday Light Festival.

The drone shows are designed to comply with all Federal Aviation Administration (F.A.A.) guidelines by operating below 400 feet in altitude. Each drone operator is required to provide valid licensure to the City prior to the event. In preparation for the shows, the City has reviewed and approved both an Operational Plan and an Emergency Action Plan to ensure public safety. Additionally, the Parks & Recreation team met on-site with the City's Emergency Management Coordinator from the Fire Department to review all logistics and safety measures.

There is no additional cost to the City for these events, as the drone shows will be managed through the existing agreement with MI Bright Lights. The addition of these shows is intended to enhance the Holiday Light Festival experience for residents and visitors alike. Parks & Recreation staff respectfully request Council approval to move forward with this enhancement to the seasonal event.



**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 10/7/2025

Assistant Director - Parks & Recreation

DocuSigned by:  
*Joseph Murray* 10/7/2025  
03FD550B1D2F4D0...  
Joseph Murray

Fire Chief

DocuSigned by:  
*Sean R Fletcher*  
503098961A7C461...  
Sean R Fletcher 10/7/2025

Director of Parks & Recreation

DocuSigned by:  
*Jeremy Romer* 10/7/2025  
E7A573BA25E3460...  
Jeremy Romer

Corporation Counsel



**PARKS  
& RECREATION**

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**REQUEST:** Approval of the FY26 SMART Contract

**DEPARTMENT:**

Parks & Recreation

**BRIEF DESCRIPTION:**

The Dearborn Parks & Recreation Senior Transportation Program, which is supported by federal funds, offers transportation services for senior citizens aged 60 and older. The service operates Monday through Friday, from 8:30 a.m. to 3:30 p.m. The transportation fee is \$1.00 each way, or \$2.00 for a round-trip. Please note that no one is ever refused a ride due to hardship.

---

**PRIOR COUNCIL ACTION:**

CR: 12-608-24

---

**BACKGROUND:**

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

---

**FISCAL IMPACT:**

FY26 Adopted Revenue: \$379,605.91

FY26 Adopted Expenses: \$379,605.91

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**COMMUNITY IMPACT:**

This will be a continuation of services for Dearborn seniors ages 60 and up needing transportation assistance within Dearborn city limits.



**PARKS  
& RECREATION**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

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### **IMPLEMENTATION TIMELINE:**

Immediate Effect is Requested.

---

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

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

**PARKS  
& RECREATION**

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**TO:** City Council

**FROM:** Sean Fletcher, Director of Parks & Recreation

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Approval of the FY26 SMART Contract

**DATE:** 9/30/2025

---

### **Budget Information**

Adopted Budget: \$379,605.91

Amended Budget: N/A

Requested Amount: N/A

Funding Source: General Fund

Supplemental Budget: N/A

### **Summary of Request**

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



**PARKS  
& RECREATION**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

---

Immediate effect is requested.

### **Background and Justification**

It is respectfully requested that City Council approve this agenda item as presented.





PARKS  
& RECREATION

# EXECUTIVE SUMMARY AND MEMORANDUM

**Signature Page**

Signed by:  
*Jonathon Golich*  
CF454FEAC7BC456...  
Jonathon Golich      9/30/2025  
  
Assistant Director - Parks & Recreation

DocuSigned by:  
*Michael Kennedy*  
F77919D1421447F...  
Michael Kennedy      9/30/2025  
  
Finance Director / Treasurer

DocuSigned by:  
*Sean R Fletcher*  
503098961A7C461...  
Sean R Fletcher      9/30/2025  
  
Director of Parks & Recreation

DocuSigned by:  
*Jeremy Romer*  
E7A573BA25E3460...  
Jeremy Romer      9/30/2025  
  
Corporation Counsel

# MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT FOR FY2026

I, Abdullah H. Hammoud, as the Mayor of the City of Dearborn (hereinafter, the “Community”) hereby apply to SMART and agree to the terms and conditions herein, for the receipt and expenditure of **Municipal Credits** available for the period July 1, 2025 through June 30, 2026 (Section 1 below), and **Community Credits** available for the period July 1, 2025 to June 30, 2026 (Section 2 below); and further agree that the **Municipal and Community Credits Master Agreement** between the parties is incorporated herein by reference. A description of the service the Community shall provide hereunder is set forth in **Exhibit A**, and the operating budget for that service is set forth in **Exhibit B**, both of which are attached hereto and incorporated herein.

1. The Community agrees to use **\$102933** in **Municipal Credit** funds as follows:
- (a) Transfer to XXXX Funding of: \$ XXXX  
TRANSFeree COMMUNITY
  - (b) Van/Bus Operations At the cost of: \$ 92,933.00  
(Including Charter and Taxi services)
  - (c) Services Purchased from SMART At the cost of: \$ 10,000.00  
(Including Tickets, Shuttle Services/Dial-a-Ride)
  - (d) Services Purchased from Subcontractor At the cost of: \$ XXXX  
(NAME OF SUBCONTRACTOR)  
(See attached Subcontractor Service Agreement)

**Total \$102933**

SMART intends to provide Municipal Credit funds under this contract to the extent funds for the program are made available to it by the Michigan Legislature pursuant to Michigan Public Act 51 of 1951. Municipal Credit funds made available to SMART through legislative appropriation are based on the State’s approved budget. In the event that revenue actually received is insufficient to support the Legislature’s appropriation, it will result in an equivalent reduction in funding provided to the Community pursuant to this Contract. In such event, SMART reserves the right, without notice, to reduce the payment of Municipal Credit funds by the amount of any reduction by the legislature to SMART. All Municipal Credit funding must be spent by June 30, 2028; all funds not spent by that date will revert back to SMART pursuant to Michigan Public Act 51 of 1951, for expenditure consistent with Michigan law and SMART policy.

2. The Community agrees to use **\$176641** in **Community Credit** funds available as follows:
- (a) Transfer to XXXX Funding of: \$ XXXX  
TRANSFeree COMMUNITY
  - (b) Van/Bus Operations At the cost of: \$ 176,641.00  
(Including Charter and Taxi services)
  - (c) Services Purchased from SMART At the cost of: \$ XXXX  
(Including Tickets, Shuttle Services/Dial-a-Ride)
  - (d) Capital Purchases At the cost of: \$ XXXX

(e) Services Purchased from Subcontractor

At the cost of: \$ **XXXX**

(NAME OF SUBCONTRACTOR)

(See attached Subcontractor Service Agreement)

Total \$176641

To the extent that this Contract calls for a payment of funds directly from SMART to a subcontractor, Community hereby acknowledges that it is the party entitled to receive such funds and is affirmatively authorizing and directing SMART to pay such funds directly to the subcontractor on its behalf. Capital purchases permitted with Community Credits are subject to applicable state and federal regulations, and SMART policy, including procurement guidelines. When advantageous, SMART may make procurements directly. Reimbursement for purchases made by Community requires submission of proper documentation to support the purchase (i.e. purchase orders, receiving reports, invoices, etc.). Community Credit dollars available in FY 2026, may be required to serve local employer transportation needs per the coordination requirements set forth in the aforementioned Master Agreement. All Community Credit funds must be spent by June 30, 2030; any funds not spent by that date may revert back to SMART for expenditure consistent with SMART policy.


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

This Agreement shall be binding once signed by both parties.

<b>SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION</b>	<b>CITY OF DEARBORN</b>
Signature	Signature
	Abdullah H. Hammoud
Printed Name	Printed Name
	Mayor
Title	Title
Date	Date

APPROVED:

DATE: 9/24/25



CORPORATION COUNSEL

**EXHIBIT A**

**PROJECT DESCRIPTION**

**Overall Project Description (Provide a descriptive narrative):**

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

**Service Area (Provide geographic boundaries):**

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

**Service Times (Provide days and hours of service):**

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

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

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

**Fare Structure: (Cost to use service)**

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

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

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

**EXHIBIT B**  
**PROJECT OPERATING BUDGET**

Municipality: City of Dearborn

Contract Period: July 1, 2025 through June 30, 2026

Account Number: 48105

**OPERATING EXPENSES:**

Administrative Wages/Salary: <i>(All employees other than drivers and dispatchers)</i>	
(10% max. of MC & CC funds)	27,957.00
Driver Wages	139,190.03
Fringe Benefits	18,564.07
Gasoline & Lubricants	9,028.92
Vehicle Insurance	2,576.79
Parts, Maintenance Supplies	11,270.93
Mechanic Wages	5,123.15
Fringe Benefits	4,098.52
Dispatch Wages	96,725.51
Other (Specify)	
Other (Specify)	
Other (Specify)	50,868.19 (see attached)

<b>Sub-Total (Operating Expenses)</b>	<b>365,403.11</b>
---------------------------------------	-------------------

**PURCHASED SERVICE:**

Taxi Service	
Charter Service	4,057.94
SMART Bus Tickets	10,144.85
SMART Shuttle Service	
SMART Dial-A-Ride	
Other (Specify)	

<b>Sub-Total (Purchased Service)</b>	<b>14,202.80</b>
--------------------------------------	------------------

**CAPITAL EQUIPMENT:**

*(Only list purchases to be made with Community Credits)*

Computer Equipment	
Software	
Vehicle	
Maintenance Equipment	
Other (Specify)	

<b>Sub-Total (Capital Equipment)</b>	<b>0</b>
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<b><u>TOTAL EXPENSES</u></b>	<b>Operating</b>
<b>Expenses, Purchased Service, and</b>	
<b>Capital Equipment:</b>	<b>379,605.91</b>

**EXHIBIT B, continued (Page 2)**

**REVENUES:**

Municipal Credit Funds	<u>102933</u>
Community Credit Funds	<u>176641</u>
Specialized Services Funds	<u>3,800.00</u>
General Funds	<u>96,231.91</u>
Farebox Revenue	<u>                    </u>
In-Kind Service	<u>                    </u>
Special Fares (Contracted Service)	<u>                    </u>
Other (Specify)	<u>                    </u>

**TOTAL REVENUE:** 379,605.91

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

## Suburban Mobility Authority for Regional Transportation

**EEO COMPLIANCE REPORT A****COMMUNITY PARTNERSHIP FORM****Agency/Community Information**Program Type: Community Partnership Program (CPP) ☒ Specialized Service ☐ New Freedom ☐ JARC ☐ 5310 ☐Name of Agency/Community: City of DearbornAddress: 16901 Michigan Ave.City: DearbornState: MIZip: 48126**Agency/Community Data**

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

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

Yes ☐ No ☒

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

Yes ☐ No ☒

If the answers to the previous two questions were both "Yes", Please forward

your agency's/community's Affirmative Action plan to the address below:

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

Attn: EEO Coordinator

Have all subcontractors been informed of their responsibility to file an EEO Compliance Report A form? Yes ☐ No ☐ N/A ☒**Drug and Alcohol Testing Program Requirements**

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

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

Yes ☒ No ☐

Name of drug and alcohol testing manager?

Integrity Testing

Title:

Phone Number:

586-991-0000

Ext:

Email:

**Please Proceed to Employment Data Section on Back**

## Suburban Mobility Authority for Regional Transportation

**EEO COMPLIANCE REPORT A****COMMUNITY PARTNERSHIP FORM**

Employment Data																		
Report <u>ONLY</u> employees directly involved in the operation of your non-emergency transportation program. Including permanent, temporary, or part-time employees. Enter the appropriate figures in the spaces below relating to each employee's race and gender.																		
Job Classification	Total				Race													
					Minority													
	Employees	Male	Female	Minority	White		African American		Hispanic		Asian		Pacific Islander		American Indian		Multi Race	
					Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Officials/Managers	1		1			1												
Professionals																		
Technicians																		
Office and Clerical Staff	3		3			3												
Craftsmen (Skilled)																		
Operators (Semi-Skilled)	5	5			4				1									
Laborers (Unskilled)																		
Service Workers																		
Journey Workers																		
Apprentices																		
Total																		

Certification	
How was this information obtained?	Visual Survey: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Employment Records: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Name of Authorizing Official (Print):	Sean Fletcher Title: Director
Signature:	Date:
Contact person for report:	Dan Plamondon Title: Assistant Director
Telephone: 313-943-2411	Ext: Email: dplamondon@dearborn.gov



**Other Operating Expenses**

Software service	6,293.87
Drug/Alcohol testing	2,028.97
MIS support	3,078.96
Copier R&M	1,014.49
Office Space Rental	18,260.74
Telephone	5,295.61
Printing	0.00
Office Supplies	2,028.97
Postage	1,014.49
Operating Supplies	1,200.00
Uniforms for drivers/dispatchers	507.24
Designated purposes fund / homecoming buses	10,144.85
	<b>50,868.19</b>



## FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** Award of Contract for Irrigation System Repair at Dearborn Hills Golf Course (DHGC)

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

**BRIEF DESCRIPTION:** The Parks & Recreation Department, in conjunction with Purchasing, recommends awarding a contract to Fuse It Piping LLC, for Irrigation System Repair at DHGC.

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**PRIOR COUNCIL ACTION:** None

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**BACKGROUND:** Earlier this year, an inspection was conducted at Dearborn Hills Golf Course to evaluate ongoing issues with the irrigation system. The findings confirmed that the system, originally installed in 1999, is obsolete and no longer repairable. Replacement parts are unavailable, and the outdated decoder technology has made continued maintenance both difficult and costly.

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**FISCAL IMPACT:** \$449,500

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**COMMUNITY IMPACT:** The upgraded irrigation system at Dearborn Hills Golf Course will significantly improve turf quality and overall playing conditions. This enhancement will elevate the golfer experience, attract more visitors, and support community recreation and local events.

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**IMPLEMENTATION TIMELINE:** Installation of the new irrigation system will begin as soon as the golf season ends, subject to weather conditions and material availability.

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### COMPLIANCE/PERFORMANCE METRICS:

Parks & Recreation staff will oversee the completion of this project and adherence to the terms of the contract.



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

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**TO:** City Council

**FROM:** City Administration

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Award of Contract for Irrigation System Repair at Dearborn Hills Golf Course (DHGC)

**DATE:** 10/7/2025

---

### **Budget Information**

Projects:	I22520 – Dearborn Hills Irrigation Project
Total Approved Project Budget:	\$698,817
Available Project Budget:	\$569,000
Requested Amount:	\$449,500
Funding Source:	Facilities Fund, Dearborn Hills Golf Course, Public Works, Capital Project Support, Construction Contractor
Supplemental Budget:	N/A

### **Summary of Request**

The Parks & Recreation Department, in conjunction with Purchasing, recommends awarding a contract to Fuse It Piping LLC, for Irrigation System Repair at DHGC.

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

### **Background and Justification**

Earlier this year, an inspection was conducted at Dearborn Hills Golf Course to evaluate ongoing issues with the irrigation system. The findings confirmed that the system, originally installed in 1999, is obsolete and no longer repairable. Replacement parts are unavailable, and the outdated decoder technology has made continued maintenance both difficult and costly. After several temporary fixes, we reached the point where further patchwork was no longer feasible. A full system replacement is now necessary to ensure reliable irrigation and long-term course maintenance.

We are recommending installation of the Rain Bird IC System, which is specifically designed for golf courses located in flood plains and features fully waterproof, underground components. The system has a projected lifespan of 20+ years and includes enhanced water efficiency and modern digital controls. Once approved, the contractor will begin installation of communication wiring and replace all sprinkler heads and swing joints. Rain Bird will also provide complimentary training to staff and assist in commissioning the new system.

This upgrade will be a game changer for Dearborn Hills. The new system will significantly improve course conditions, reduce water waste, and lower maintenance costs. It will allow our staff to manage irrigation with precision and reliability, even during unpredictable weather events. With the Rain Bird IC System in place, we can better preserve the health of the course, protect our investment, and



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

---

elevate the overall playing experience for our guests. We respectfully request Council approval to move forward with this essential infrastructure upgrade.

**Procurement Process**

Purchasing solicited Bids with process details as follows:

Process:	Invitation to Bid
Issue Date:	September 17th, 2025
Deadline Date:	October 3rd, 2025
Vendors Solicited:	77
Solicitations Obtained:	37
Bids Received:	2

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

DHGC Irrigation System Repair	Bid Price
Fuse It Piping LLC	\$449,500
Marc Dutton	\$760,000

Fuse It Piping was the lowest responsible and responsive bidder.

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



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

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### Signature Page

#### Prepared By:

DocuSigned by:

*Jay Andrews*

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Jay Andrews, Sr. Buyer

#### Department Approval:

DocuSigned by:

*Sean R Fletcher*

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Sean Fletcher, Parks & Rec Director

#### Budget Approval:

DocuSigned by:

*Michael Kennedy*

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Initial

*AK*

Michael Kennedy, Finance Director/Treasurer

#### Corporation Counsel Approval:

DocuSigned by:

*Jeremy Romer*

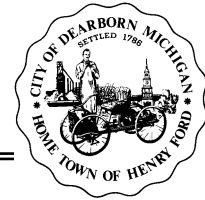
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Jeremy J. Romer, Corporation Counsel

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

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### **IMMEDIATE EFFECT**

**To:** City Clerk

**From:** City Council

**Date:** October 13, 2025

**Subject:** Council Acknowledgment-Mary Petlichkoff

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The 34<sup>th</sup> City Council wishes to recognize Mary Petlichkoff, for her many years of dedicated service and leadership to the Dearborn community with a Council Citation supported unanimously. This item shall be given immediate effect.

A handwritten signature in blue ink, which appears to read "Leslie C. Herrick".

**Leslie C. Herrick**  
**Council President Pro Tem**

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

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**IMMEDIATE EFFECT**

**To:** City Clerk

**From:** 34<sup>th</sup> Dearborn City Council

**Date:** October 9, 2025

**Subject:** FOIA Appeal – James Wemette (Request No. A25-0413)

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**REQUEST:** To render a determination on the FOIA appeal in connection with FOIA Request No. A25-0413 submitted by Mr. James Wemette on September 18, 2025.

**Michael T. Sareini**  
Council President



## EXECUTIVE SUMMARY AND MEMORANDUM

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### REQUEST:

The Dearborn Fire Department is requesting acceptance of a recently awarded Federal Emergency Management Agency's (FEMA) Assistance to Firefighters Grant (AFG)-REGIONAL-EMW-2024-FG-07007. We are requesting the Finance Director or designee to be authorized to recognize and appropriate \$361,000 in General Capital Improvement, Fire Department project X06253, including a city match amount of \$32,818.19. This grant is a regional grant award. The grant was written by the Dearborn Fire Department and includes the Dearborn Fire Department and the Detroit Fire Department. The City of Dearborn is the fiduciary of this grant and the City of Detroit will reimburse the City of Dearborn \$286,785 for all equipment received.

**The Fire Department is requesting immediate effect on this request to ensure compliance with grant timelines.**

### DEPARTMENT:

Fire Department

### BRIEF DESCRIPTION:

The Dearborn Fire Department was recently awarded a highly competitive FY2024 FEMA Assistance to Firefighters Grant Award (REGIONAL) in the total amount of \$361,000. The federal portion of this grant is \$328,181.81 (90%) and the local match is \$32,818.19 (10%). This funding will be utilized to purchase powered stair chairs which are used to move incapacitated patients down stairs for emergency transport to the hospital. As a regional grant, the Dearborn Fire Department partnered with the Detroit Fire Department on this grant in order to improve the chances of success. The City of Dearborn is the fiduciary agency in this grant and the City of Detroit will reimburse the City of Dearborn for all equipment received and their portion of the local match.

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### PRIOR COUNCIL ACTION:

This is the eleventh consecutive year that the Fire Department has successfully applied for and was awarded an Assistance to Firefighters Grant. The Council have approved all prior grant awards as requested.

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### BACKGROUND

The Dearborn Fire Department recently applied for a highly competitive federal FY2024 FEMA Assistance to Firefighters Grant Award (REGIONAL) in the total amount of \$361,000. The federal portion of this grant is \$328,181.81 (90%) and the local match is \$32,818.19 (10%). This funding will be utilized to purchase powered stair chairs which are used to move incapacitated patients down stairs for emergency transport to the hospital. As a regional grant, the Dearborn Fire Department partnered with the Detroit Fire Department on this grant in order to improve the chances of success. The City of Dearborn is the fiduciary agency in this grant and the City of Detroit will reimburse the City of Dearborn for all equipment received and their portion of the local match.

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## EXECUTIVE SUMMARY AND MEMORANDUM

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### **FISCAL IMPACT:**

90% federal grant share: \$328,181.81

10% local match: \$32,818.19

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### **COMMUNITY IMPACT:**

Stair chairs are utilized by firefighters to safely navigate incapacitated or immobile patients down tight stairwells. Patients are strapped to these chairs in a sitting position and eased up or down stairs via a motorized track. Powered stair chairs reduce incidents of injuries to firefighters when they are forced to awkwardly carry patients up or down stairwells by lifting them under their limbs. Powered stair chairs also reduce risk of injuries to patients when being carried up and down stairs which is especially important when patients may have cervical spine injuries.

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### **IMPLEMENTATION TIMELINE:**

The period of performance of this grant ends on September 29, 2027 although the Fire Department is confident all funds can be expended within one year.

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

The Fire Department will monitor the event and ensure compliance the terms and conditions of this grant.



## EXECUTIVE SUMMARY AND MEMORANDUM

---

**TO:** City Council

**FROM:** Fire Chief Joseph Murray

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Acceptance of FY24 FEMA Assistance to Firefighters Grant Award-REGIONAL

**DATE** September 25, 2025

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### **Budget Information**

Projects:	X06253, AFF 24 Regional Chairs
Total Approved Project Budget:	\$0
Available Project Budget:	\$0
Requested Amount:	\$361,000
Funding Source:	General Capital Improvement, Fire, Operating Supplies, Equipment-Non Capital
Supplemental Budget:	N/A

### **Summary of Request**

The Dearborn Fire Department recently applied for a highly competitive federal FY2024 FEMA Assistance to Firefighters Grant Award (REGIONAL) in the total amount of \$361,000. The federal portion of this grant is \$328,181.81 (90%) and the local match is \$32,818.19 (10%). This funding will be utilized to purchase powered stair chairs which are used to move incapacitated patients down stairs for emergency transport to the hospital. As a regional grant, the Dearborn Fire Department partnered with the Detroit Fire Department on this grant in order to improve the chances of success. The City of Dearborn is the fiduciary agency in this grant and the City of Detroit will reimburse the City of Dearborn \$286,785 for all equipment received including their portion of the local match.

Therefore, it is respectfully requested that the Finance Director or designee to recognize and appropriate \$361,000 in General Capital Improvement, Fire Department, Project X06253 including a city match (10%) amount of \$32,818.19.

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## EXECUTIVE SUMMARY AND MEMORANDUM

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### **Background and Justification**

The Dearborn Fire Department recently applied for a highly competitive federal FY2024 FEMA Assistance to Firefighters Grant Award (REGIONAL) in the total amount of \$361,000. The federal portion of this grant is \$328,181.81 (90%) and the local match is \$32,818.19 (10%). This funding will be utilized to purchase powered stair chairs which are used to move incapacitated patients down stairs for emergency transport to the hospital. As a regional grant, the Dearborn Fire Department partnered with the Detroit Fire Department on this grant in order to improve the chances of success. The City of Dearborn is the fiduciary agency in this grant and the City of Detroit will reimburse the City of Dearborn for all equipment received and their portion of the local match.

Stair chairs are utilized by firefighters to safely navigate incapacitated or immobile patients down tight stairwells. Patients are strapped to these chairs in a sitting position and eased up or down stairs via a motorized track. Powered stair chairs reduce incidents of injuries to firefighters when they are forced to awkwardly carry patients up or down stairwells by lifting them under their limbs. Powered stair chairs also reduce risk of injuries to patients when being carried up and down stairs which is especially important when patients may have cervical spine injuries.

The period of performance of this grant ends on September 29, 2027 although the Fire Department is confident all funds can be expended within one year.

**The Fire Department is requesting immediate effect on this request to ensure compliance with grant timelines.**

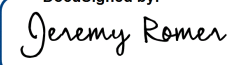


# EXECUTIVE SUMMARY AND MEMORANDUM

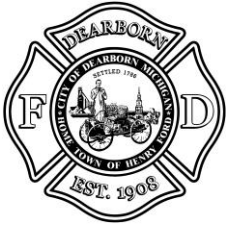
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**Signature Page**

DocuSigned by:  
  
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Joseph Murray  
Fire Chief

DocuSigned by:  
  
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Jeremy Romer  
Corporation Counsel

DocuSigned by:  
  
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Michael Kennedy  
Finance Director



## EXECUTIVE SUMMARY AND MEMORANDUM

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### REQUEST:

The Dearborn Fire Department recently applied for a highly competitive federal FY2024 FEMA Assistance to Firefighters Grant Award in the total amount of \$266,541.12. The federal portion of this grant is \$242,310.11 (90%) and the local match is \$24,231.01 (10%). This funding will be utilized to provide technical rescue training, rapid intervention/firefighter survival training, a fire ventilation training prop and cancer screening for all firefighters.

Therefore, it is respectfully requested that the Finance Director or designee to recognize and appropriate revenue of \$266,541.12 in General Fund (Fire Department) including a city match (10%) amount of \$24,231.01.

**The Fire Department is requesting immediate effect on this request to ensure compliance with grant timelines.**

### DEPARTMENT:

Fire Department

### BRIEF DESCRIPTION:

The Dearborn Fire Department recently applied for a highly competitive federal FY2024 FEMA Assistance to Firefighters Grant Award in the total amount of \$266,541.12. The federal portion of this grant is \$242,310.11 (90%) and the local match is \$24,231.01 (10%). This funding will be utilized to provide technical rescue training, rapid intervention/firefighter survival training, a fire ventilation training prop and cancer screening for all firefighters.

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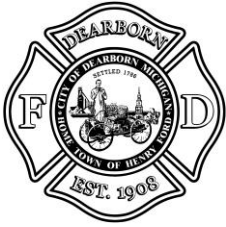
### PRIOR COUNCIL ACTION:

This is the eleventh consecutive year that the Fire Department has successfully applied for and was awarded an Assistance to Firefighters Grant. The Council have approved all prior grant awards as requested.

---

### BACKGROUND

The Dearborn Fire Department recently applied for a highly competitive federal FY2024 FEMA Assistance to Firefighters Grant Award in the total amount of \$266,541.12. The federal portion of this grant is \$242,310.11 (90%) and the local match is \$24,231.01 (10%). This funding will be utilized to provide specialized technical rescue training, rapid intervention/firefighter survival training and cancer screening services to all firefighters. The training included in this grant will provide firefighters with the skills



## EXECUTIVE SUMMARY AND MEMORANDUM

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necessary to rescue victims from specialized emergencies. Additional training will focus on techniques to perform rapid intervention in the event of a downed or trapped firefighter within a burning structure. Finally, this grant will cover the costs for cancer screenings for all firefighters. As we know firefighters have 9% higher rates of cancer than the general public and a 14% higher rate of death as a result of cancer due to exposure to a number of toxins when fighting fires and responding to emergencies. Proactively screening firefighters for cancer is an important component in the DFD Health and Wellness Program with a primary goal of in keeping our firefighters healthy.

---

### FISCAL IMPACT:

90% federal grant share: \$242,310.11

10% local match: \$24,231.01

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### COMMUNITY IMPACT:

This funding will be utilized to provide specialized technical rescue training, rapid intervention/firefighter survival training and cancer screening services to all firefighters. The training included in this grant will provide firefighters with the skills necessary to rescue victims from specialized emergencies. Additional training will focus on techniques to perform rapid intervention in the event of a downed or trapped firefighter within a burning structure. Finally, this grant will cover the costs for cancer screenings for all firefighters. As we know firefighters have 9% higher rates of cancer than the general public and a 14% higher rate of death as a result of cancer due to exposure to a number of toxins when fighting fires and responding to emergencies. Proactively screening firefighters for cancer is an important component in the DFD Health and Wellness Program with a primary goal of in keeping our firefighters healthy.

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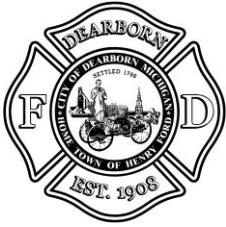
### IMPLEMENTATION TIMELINE:

The period of performance of this grant ends on September 29, 2027 although the Fire Department is confident all funds can be expended within one year.

---

### COMPLIANCE/PERFORMANCE METRICS:

The Fire Department will monitor the event and ensure compliance the terms and conditions of this grant.



## EXECUTIVE SUMMARY AND MEMORANDUM

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**TO:** City Council

**FROM:** Fire Chief Joseph Murray

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Acceptance of FY24 FEMA Assistance to Firefighters Grant Award

**DATE** September 25, 2025

---

### **Budget Information**

Adopted Budget: N/A  
Amended Budget: \$0  
Requested Budget: \$266,541.12  
Funding Source: Various, General Fund, Fire Department Accounts  
Supplemental Budget: N/A

### **Summary of Request**

The Dearborn Fire Department recently applied for a highly competitive federal FY2024 FEMA Assistance to Firefighters Grant Award in the total amount of \$266,541.12. The federal portion of this grant is \$242,310.11 (90%) and the local match is \$24,231.01 (10%). This funding will be utilized to provide technical rescue training, rapid intervention/firefighter survival training, a fire ventilation training prop and cancer screening for all firefighters.

Therefore, it is respectfully requested that the Finance Director or designee to recognize and appropriate revenue of \$266,541.12 in General Fund (Fire Department) including a city match (10%) amount of \$24,231.01.

---

### **Background and Justification**

The Dearborn Fire Department recently applied for a highly competitive federal FY2024 FEMA Assistance to Firefighters Grant Award in the total amount of \$266,541.12. The federal portion of this grant is \$242,310.11 (90%) and the local match is \$24,231.01 (10%). This funding will be utilized to provide



## EXECUTIVE SUMMARY AND MEMORANDUM

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specialized technical rescue training, rapid intervention/firefighter survival training and cancer screening services to all firefighters. The training included in this grant will provide firefighters with the skills necessary to rescue victims from specialized emergencies. Additional training will focus on techniques to perform rapid intervention in the event of a downed or trapped firefighter within a burning structure. Finally, this grant will cover the costs for cancer screenings for all firefighters. As we know firefighters have 9% higher rates of cancer than the general public and a 14% higher rate of death as a result of cancer due to exposure to a number of toxins when fighting fires and responding to emergencies. Proactively screening firefighters for cancer is an important component in the DFD Health and Wellness Program with a primary goal of in keeping our firefighters healthy.

The period of performance of this grant ends on September 29, 2027 although the Fire Department is confident all funds can be expended within one year.

**The Fire Department is requesting immediate effect on this request to ensure compliance with grant timelines.**

### Signature Page

DocuSigned by:

*Joseph Murray*

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Joseph Murray

Fire Chief

DocuSigned by:

*Jeremy Romer*

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Jeremy Romer

Corporation Counsel

DocuSigned by:

*Michael Kennedy*

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Michael Kennedy

Finance Director





## EXECUTIVE SUMMARY AND MEMORANDUM

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### REQUEST:

The Dearborn Fire Department requests City Council approval for the placement of a Firefighter Memorial to honor Dearborn Firefighters who have lost their lives in the line of duty (LODD) on city property. The memorial will also recognize firefighters who received a duty disability retirement and subsequently passed away as a direct result of a presumed occupational-related disease diagnosis in accordance with the Worker's Disability Compensation Act of 1969; MCL-Section 418.405 and determined eligible to claim benefits from the Christopher R. Slezak First Responder Presumed Coverage Fund.

The Dearborn Fire Department is requesting to place the Firefighter Memorial in front of Fire Station 2 located at 19800 Outer Drive.

### DEPARTMENT:

Fire Department

### BRIEF DESCRIPTION:

The Dearborn Fire Department desires to recognize its firefighters who have LODD, which currently includes: Firefighter Ulrich Davidson (Springwells), Firefighter Charles Srull (1929), Lieutenant Cheslaw Dowgiallo (1967), Fire Marshal Edward Mosko (1983). The Dearborn Fire Department also wishes to recognize Captain Jeremy Watkins who received a duty disability and subsequently passed away from occupational related cancer in 2025.

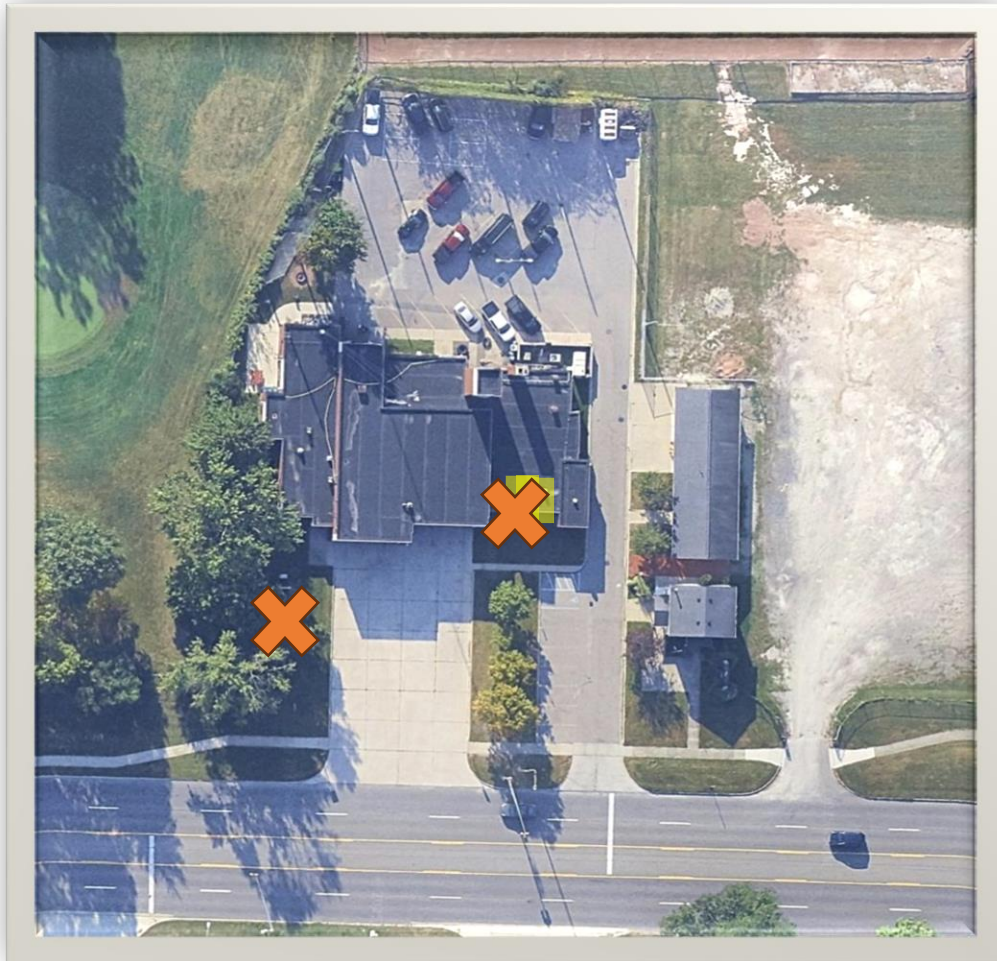
The Dearborn Fire Department is partnering with One Dearborn a registered 501c3 to raise funds for this memorial.

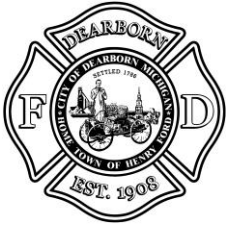


## EXECUTIVE SUMMARY AND MEMORANDUM

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### AERIAL VIEW OF STATION 2 WITH PROPOSED LOCATIONS OF FIREFIGHTER MEMORIAL





## EXECUTIVE SUMMARY AND MEMORANDUM

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### STREET VIEW OF STATION 2 WITH PROPOSED LOCATIONS OF FIREFIGHTER MEMORIAL





## EXECUTIVE SUMMARY AND MEMORANDUM

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### DRAFT FIREFIGHTER MEMORIAL RENDERING



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#### PRIOR COUNCIL ACTION:

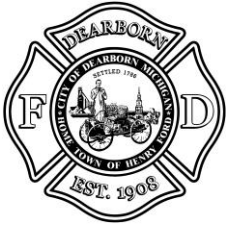
N/A

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#### BACKGROUND

The Dearborn Fire Department desires to recognize its firefighters who have LODD, which currently includes: Firefighter Ulrich Davidson (Springwells), Firefighter Charles Srull (1929), Lieutenant Cheslaw Dowgiallo (1967), Fire Marshal Edward Mosko (1983). The Dearborn Fire Department also wishes to recognize Captain Jeremy Watkins who received a duty disability and subsequently passed away from occupational related cancer in 2025.

The Dearborn Fire Department is partnering with One Dearborn a registered 501c3 to raise funds for this memorial. One Dearborn is a human services organization that operates as a [501\(c\)\(3\) nonprofit](#) in Dearborn, Michigan, dedicated to improving the city by donating to local charitable organizations,



## EXECUTIVE SUMMARY AND MEMORANDUM

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service providers, and educational institutions. The organization, founded in 2014, focuses on general charitable contributions to enhance the Dearborn community.

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### FISCAL IMPACT:

N/A funds are to be raised in collaboration with One Dearborn a registered 501c3

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### COMMUNITY IMPACT:

Appropriately recognizing those firefighters who made the ultimate sacrifice in service to the City of Dearborn is commendable.

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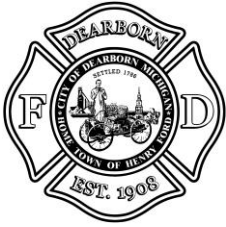
### IMPLEMENTATION TIMELINE:

Working with One Dearborn 501c3, the Dearborn Fire Department expects to raise enough funds for the firefighter memorial within one year.

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### COMPLIANCE/PERFORMANCE METRICS:

The Fire Department will monitor the fundraising efforts of One Dearborn (501c3) and provide updates to the Mayor and Council as to the progress of his project.



## EXECUTIVE SUMMARY AND MEMORANDUM

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**TO:** City Council

**FROM:** Fire Chief Joseph Murray

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Requested Land Use for Placement of a Firefighter Memorial

**DATE** September 25, 2025

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### **Budget Information**

Adopted Budget: N/A  
Amended Budget: \$0  
Requested Budget: \$0  
Funding Source: N/A  
Supplemental Budget: N/A

### **Summary of Request**

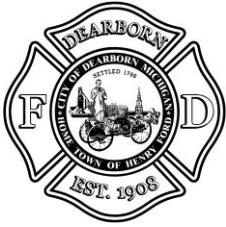
The Dearborn Fire Department wishes to recognize its firefighters who have LODD, which currently includes: Firefighter Ulrich Davidson (Springwells), Firefighter Charles Srull (1929), Lieutenant Cheslaw Dowgiallo (1967), Fire Marshal Edward Mosko (1983). The Dearborn Fire Department also wishes to recognize Captain Jeremy Watkins who received a duty disability and subsequently passed away from occupational related cancer in 2025.

The Dearborn Fire Department is partnering with One Dearborn a registered 501c3 to raise funds for this memorial. One Dearborn is a human services organization that operates as a [501\(c\)\(3\) nonprofit](#) in Dearborn, Michigan, dedicated to improving the city by donating to local charitable organizations, service providers, and educational institutions. The organization, founded in 2014, focuses on general charitable contributions to enhance the Dearborn community.

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### **Background and Justification**

The Dearborn Fire Department wishes to recognize its firefighters who have LODD, which currently includes: Firefighter Ulrich Davidson (Springwells), Firefighter Charles Srull (1929), Lieutenant Cheslaw Dowgiallo (1967), Fire Marshal Edward Mosko (1983). The Dearborn Fire Department also wishes to



## EXECUTIVE SUMMARY AND MEMORANDUM

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recognize Captain Jeremy Watkins who received a duty disability and subsequently passed away from occupational related cancer in 2025.

### Signature Page

DocuSigned by:

*Joseph Murray*

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Joseph Murray

Fire Chief

DocuSigned by:

*Michael Kennedy*

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Michael Kennedy

Finance Director

DocuSigned by:

*Jeremy Romer*

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Jeremy Romer

Corporation Counsel





## LAW

# EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** Amend the City's Regulation of Exemption of sewage disposal charge Ordinance – Chapter 19, Article I of the Code of Ordinances

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**DEPARTMENT:** DPW and Law

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**BRIEF DESCRIPTION:**

Eliminate the sewage disposal charge exemption for residents and businesses, Ord. Sec. 19-31.

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**PRIOR COUNCIL ACTION:**

The ordinance was adopted on June 4, 1985.

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**BACKGROUND:**

This ordinance allows residents and businesses to be exempt from sewage disposal charges if they can show that water delivered to their property through a metered line does not enter the sanitary sewer system.

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**FISCAL IMPACT:**

Elimination of this ordinance means that residents and businesses will no longer be exempt from the sewage disposal charge under this section.

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**COMMUNITY IMPACT:**

Elimination of this ordinance means that residents and businesses will no longer be able to be exempt from the sewage disposal charge under this section.

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**IMPLEMENTATION TIMELINE:**

This is an ordinance amendment and requires two readings to go into effect.

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**COMPLIANCE/PERFORMANCE METRICS:**

N/A





**LAW**

## EXECUTIVE SUMMARY AND MEMORANDUM

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**TO:** City Council

**FROM:** Corporation Counsel and Department of Public Works

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Amendments to City's Exemption of sewage disposal charge Ordinance (Code of Ordinances)

**DATE:** September 18, 2025

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### Summary of Request

The City's Exemption of sewage disposal charge Ordinance, Sec. 19-31, was adopted on June 4, 1985. It currently allows residents and businesses to be exempt from sewage disposal charges if he or she could show that water delivered to their property through a metered line did not enter the sanitary sewer system.

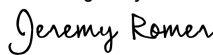
Elimination of this ordinance means that residents and businesses will no longer be exempt from the sewage disposal charge under this section.

Adoption of the proposed ordinance amendment is recommended.

Respectfully submitted,

DocuSigned by:  
  
D04EF702FFFA4C7  
**GOPI P. PATEL**  
Assistant Corporation Counsel

### APPROVAL:

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

DocuSigned by:  
  
35BABC065ED3455  
**TIM HAWKINS**  
DIRECTOR OF THE DEPARTMENT OF PUBLIC WORKS

ATTACHMENT

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

AN ORDINANCE TO AMEND CHAPTER 19, ARTICLE I, THE  
CITY OF DEARBORN CODE OF ORDINANCES, ENTITLED  
“EXEMPTION OF SEWAGE DISPOSAL CHARGE”

THE CITY OF DEARBORN ORDAINS TO:

Amend Chapter 19, Article I to read as follows:

ARTICLE I. – IN GENERAL

~~Sec. 19-31. – Exemption of sewage disposal charge.~~

~~—Upon proper showing to the division of water supply, exemption of the sewage disposal charge will be made on water delivered through a metered line where the entire amount of water delivered through such line is used for such purpose, and in such a manner as to establish beyond a reasonable doubt the fact that the water so taken does not enter the sanitary sewer system.~~

~~(Ord. No. 85-326, § 26(a), 6-4-85)~~

. . .

Secs. 19-31, 19-44—19-55. - Reserved.