



REGULAR MEETING OF THE COUNCIL

January 13, 2026

AGENDA

1. ROLL CALL
2. INVOCATION BY Reverend Rachel Kain of the Good Shepherd United Methodist Church.
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT
5. RESOLUTION IN NEED OF OFFER AND SUPPORT – Approving all items on the consent agenda and requesting immediate effect.

CONSENT AGENDA

6. RESOLUTION BY COUNCILMEMBERS PARIS AND ABRAHAM – Authorizing to vacate a portion of the 22 ft' public alley located north of and parallel to Ford Road between Schaefer Road and Calhoun Street, from the eastern Right of Way boundary of Schaefer Rd. to the eastern lot line of Lot 6 of the Schaefer Park Subdivision in order to improve the design of future redevelopment.
7. RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – Authorizing a cooperative contract purchase from Lunghamer Ford, through the State of MI Extended Purchasing program, in the amount of \$52,640 for the purchase of one (1) Model Year 2026 Transit Cargo Van for the Economic Development Department and requesting immediate effect.

8. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND ENOS – Awarding a contract to Stonebridge Building Company in the amount of \$247,602, which includes a 5% contingency in the amount of \$11,790, for the Installation of a pre-painted Mural at ITC located at 13851 Warren Avenue and requesting immediate effect.
9. RESOLUTION BY COUNCILMEMBERS ABRAHAM AND PARIS – Awarding a contract to Tetra Tech, Inc. in the amount of \$394,500 for Design and Construction Engineering Services for Green Infrastructure Projects and requesting immediate effect.
10. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND ENOS – Authorizing a cooperative contract purchase from Lunghamer Ford, through the State of MI Extended Purchasing program, in the amount of \$286,567 for the purchase of eight (8) Vehicles for the Department of Public Works; also authorizing the Finance Director to appropriate funds in the amount of \$5,065 in the Fleet & Equipment Replacement Fund, Sanitation Division, Capital Equipment expenditures account and requesting immediate effect.
11. RESOLUTION BY COUNCILMEMBERS ENOS AND PARIS – Authorizing a cooperative contract purchase from Lunghamer Ford, through the State of MI Extended Purchasing program, in the amount of \$47,978 for the purchase of one (1) Model Year 2026 Ford F-150 Truck for the Parks & Recreation Department; also authorizing the Finance Director to appropriate funds in the amount of \$47,978 in the Fleet & Equipment Replacement Fund, Camp Dearborn, Capital Equipment expenditures account and requesting immediate effect.
12. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND ENOS – Authorizing a cooperative contract purchase from Lunghamer Ford, through the State of MI Extended Purchasing program, in the amount of \$64,292 for the purchase of one (1) Model Year 2026 Ford Transit Passenger Van for the 19th District Court; also authorizing the Finance Director to appropriate funds in the amount of \$64,292 in the Fleet & Equipment Replacement Fund, 19th District Court, Alternative Work Program, Capital & Equipment, Vehicle expenditures account and requesting immediate effect.
13. RESOLUTION BY COUNCILMEMBERS ENOS AND PARIS – Awarding a contract to D/A Central in the amount of \$44,126 for the installation of Security Cameras at Summer Stephens and Lapeer Pools.

14. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND O'REILLY –
Awarding a three-year professional services contract to Kapnick Benefits Consulting in the annual amount of \$50,000 for Healthcare Consulting Services and requesting immediate effect.
15. RESOLUTION BY COUNCILMEMBERS ABRAHAM AND O'REILLY –
Authorizing the third (3) of four (4) one-year renewal option with Motorola in the amount of \$70,349 for Police Dispatch Console Maintenance Service and requesting immediate effect.
16. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND ALSAWAFY –
Authorizing to extend the sole source contract with Constellation Energy (C.R. 8-291-20) for Natural Gas Purchases, in order to lock in a rate at or below the current fixed price of \$2.91/Dth and \$3.99/Dth for the length of the contract, for a term of up to five-years and requesting immediate effect.
17. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND ENOS – Authorizing the Finance Director to implement the Discontinuation of Penny Currency – Rounding Policy and requesting immediate effect.
18. RESOLUTION BY COUNCILMEMBERS ABRAHAM AND ENOS – Authorizing to extend the Lease Agreement with Issam Eid and Hanadi Merhi for the City-owned property located at 5165 Wyoming, for the term of five-months, resulting in a new contract expiration of August 1, 2026, conditioned upon Issam Eid and Hanadi Merhi paying increased rent to the City in the monthly amount of \$2,500 and requesting immediate effect.
19. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND PARIS – Approving the Committee of the Whole and Council Meeting schedule for the 2026 calendar year.

END OF CONSENT AGENDA

20. RESOLUTION BY COUNCILMEMBERS ENOS AND HAMMOUD– Approving the minutes of the previous special Public Hearing of December 4, 2025.
21. RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – Approving the minutes of the previous special Public Hearing of December 9, 2025.

22. RESOLUTION BY COUNCILMEMBERS ABRAHAM AND PARIS – Approving the minutes of the previous regular meeting of December 9, 2025.
23. ORDINANCE NO. 26-1863 – INTRODUCED BY COUNCIL PRESIDENT SAREINI.
SYNOPSIS – "An Ordinance to amend the Nuisances Chapter (Chapter 13) of the Code of Ordinances of the City of Dearborn, by amending Section 13-14, Entitled 'Shopping Carts'."
RESOLUTION BY COUNCILMEMBERS ENOS AND ALSAWAFY – To table the Ordinance.
24. ORDINANCE NO. 26-1864 – INTRODUCED BY COUNCIL PRESIDENT PRO TEM ALSAWAFY.
SYNOPSIS – "An Ordinance to amend the Administration Chapter (Chapter 2) of the Code of Ordinances of the City of Dearborn by adding Article III, Division 5A, Sections 2-455 to 2-460, Entitled 'Dearborn Arts and Culture Commission'."
RESOLUTION BY COUNCILMEMBERS PARIS AND ABRAHAM – To table the Ordinance.
25. RESOLUTION BY COUNCILMEMBERS PARIS AND ENOS – Authorizing a cooperative contract purchase from Penchura LLC, through the Sourcewell Cooperative program, in the total amount of \$3,399,230 for Hemlock and Ford Field Inclusive Playground Renovation; also authorizing the Finance Director to recognize and appropriate excess investment income from the General Capital Improvement Fund, Fund balance in the amount of \$942,232 and to transfer available General Fund funds due to the HIAP Grant allocation in the total amount of \$2,456,998 and requesting immediate effect.
26. RESOLUTION BY COUNCILMEMBERS ENOS AND ALSAWAFY – Awarding a contract to Johnson Sign Company in the amount of \$69,950 for the purchase of Mystic Creek Signage; also authorizing the Finance Director to recognize and appropriate General Fund Recreation operating budget in the amount of \$23,750, from the Mystic Creek Golf Course division, as a transfer to the Facility Fund, and to recognize and appropriate the transfer in project 121526 Mystic Creek Sign Updates.
27. RESOLUTION BY COUNCILMEMBERS ALSAWAFY AND HAMMOUD – Concurring in the appointment of Ali Younes to the Board of review with a term ending January 1, 2029 and requesting immediate effect.

28. RESOLUTION BY COUNCILMEMBERS SAREINI AND ALSAWAFY –
Authorizing to place a proposed ballot question on the August 4, 2026 election to renew the 2021 Library Millage of up to 1-mill for the term of ten-years, with an effective date of June 30, 2027 and requesting immediate effect.
29. RESOLUTION BY COUNCILPRESIDENT SAREINI SUPPORTED
UNANIMOUSLY – Recognizing the City Council, seated January 1, 2026, as the 35th City Council of Dearborn and requesting immediate effect.
30. RESOLUTION BY COUNCILMEMBERS ENOS AND HAMMOUD –
Reappointing Councilmember Robert A. Abraham to the Animal Care and Welfare Services for the City of Dearborn Committee with a term ending January 15, 2027 and requesting immediate effect.
31. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND PARIS – Concurring in the appointment of Christopher Williams to the West Dearborn Downtown Development Authority with a term ending June 30, 2027 and requesting immediate effect.
32. RESOLUTION BY COUNCILMEMBERS ENOS AND PARIS – Authorizing to renew the City-wide membership with the Michigan Municipal League (MML) in the amount of \$20,007 for the period of December 1, 2025 through November 30, 2026 and requesting immediate effect.

PUBLIC COMMENT WILL FOLLOW ANY WALK-ON ITEMS

REVISED 1/9/26



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

ORDINANCE NO. 26-1864

REQUEST: Amend Chapter 2, Article III of the Code of Ordinances to add Division 5A, Secs. 2-455 to 2-460, to establish the Dearborn Arts and Culture Commission.

DEPARTMENT: Law

BRIEF DESCRIPTION:

Proposed ordinance will establish the Dearborn Arts and Culture Commission, which will recognize, advocate for, and celebrate the arts and culture within city limits. The Commission will only act as an advisory board, and will not have regulatory authority.

PRIOR COUNCIL ACTION:

None.

BACKGROUND:

The proposed ordinance will create the Dearborn Arts and Culture Commission.

FISCAL IMPACT:

Costs related to providing meeting quarters, equipment and staff assistance for the Commission.

COMMUNITY IMPACT:

The Commission will make recommendations regarding arts and cultural activities within the City and advise the City's administration and city council of the development of arts and culture within the community.

IMPLEMENTATION TIMELINE:

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

COMPLIANCE/PERFORMANCE METRICS:

N/A



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: Corporation Counsel

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Amendments to City's Boards and Commissions Ordinance (Code of Ordinances)

DATE: ~~December 17, 2025~~ **REVISED 1/9/26**


Summary of Request

Chapter 2, Article III of the City's Code of Ordinances would be amended to create the Dearborn Arts and Culture Commission. Under the proposed Ordinance, the Commission will serve as an advisory board without any regulatory authority. The Commission's purpose will be to advocate, safeguard, and advance arts and culture within the city. The Commission will do this by supporting the work of public and private art in public spaces, recognizing others who make outstanding contributions to the arts, supporting the Parks and Recreation Department, and encouraging the development of the arts in the community.

The proposed Ordinance would establish the criteria and organization for membership in the Commission, the duties and responsibilities of the Commission, and set forth quorum requirements. Under the proposed Ordinance, members of the commission would serve without compensation.

A copy of the proposed ordinance is attached for review.

Respectfully submitted,

DocuSigned by:

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BRADLEY J. MENDELSON
Deputy Corporation Counsel

REVISED 1/9/26

Changes following 1/8/26 COW in blue

ATTACHMENT

ORDINANCE NO. 26-1864

**AN ORDINANCE TO CREATE CHAPTER 2, ARTICLE III,
DIVISION 5A OF THE CITY OF DEARBORN CODE OF
ORDINANCES, ENTITLED “DEARBORN ARTS AND CULTURE
COMMISSION”**

THE CITY OF DEARBORN ORDAINS TO:

Create Chapter 2, Article III, Division 5A to read as follows:

DIVISION 5A. – DEARBORN ARTS AND CULTURE COMMISSION

Sec. 2-455. - Purpose.

The establishment of the Dearborn Arts and Culture Commission is to advocate, safeguard, and advance arts and culture within the community. It shall make recommendations regarding arts and cultural activities within the city and advise the city's administration and city council of the development of arts and culture within the community. The Commission will only act as an advisory group, and does not have any regulatory authority.

Sec. 2-456. - Established; appointment of members; organization.

- (a) The Commission shall consist of five~~seven~~ members with three~~five~~ members to be appointed by the mayor and two members to be appointed by city council. Additionally, two students from Dearborn Public Schools high school, with written parental permission, shall be appointed by the Commission to a one-year term annually in September. Student members shall not have voting authority, shall serve in an advisory capacity, and will not count toward quorum.
- (b) The terms of office of the first Commission appointed shall be fixed so that the terms of one member will be for one year, two members will be for two years, and two members will be for three years. These staggered terms shall be exclusive of the high school students appointed by the Commission. After the initial Commission is formed, all members thereafter will be appointed for three years. The respective terms of office shall run from January 1 to December 31.

(c) The Commission shall organize by annually, at the first regularly scheduled meeting of the calendar year, electing a chairman, a vice-chairman, and secretary from its membership and shall adopt its own rules of procedure and shall hold such meetings, either regular or special, as it may deem necessary to carry on its advisory work. At a minimum, the Commission shall hold at least one public meeting in each quarter on such date and at such time and place as may be established by resolution of the Commission.

(d) An officer or employee of the city appointed by the mayor shall serve as an administrative liaison to the Commission.

(e) The Commission shall keep a record of its proceedings and transactions and shall submit an annual report to the mayor and city council.

Sec. 2-457. – Duties and responsibilities.

The Commission shall be charged with the following duties:

(a) Support a public and private partnership for arts programs in the City.

~~Support~~ Support the establishment, selection, installation, and maintenance of art in public spaces.

~~Recognize~~ Recognize individuals, groups, and businesses who make outstanding contributions to the local arts scene through the mayor's arts awards.

~~Support~~ Support the work of the Parks and Recreation Department through collaborative input, promotion of programs, and volunteer recruitment.

~~Promote~~ Promote public awareness and enlist the support of interested individuals, businesses, industry, schools, and civic organizations to further its purpose.

~~Encourage~~ Encourage the development of the arts in the community including, but not limited to, visual arts, drama, vocal, and instrumental music, dance, historical heritage, humanities, and other art forms.

(g) Promote and support arts education.

(h) To have all other powers and duties granted by the city council by resolution.

State Law reference— Open meetings act, **MCL 15.261 et seq.**

Sec. 2-458. – Quorum.

~~Three~~ **Four** members of the Commission shall constitute a quorum for the transaction of business, and the concurring vote of at least three members shall be necessary to take action by such Commission.

Sec. 2-459. – Facilities.

The city council shall provide such meeting quarters, equipment and personnel for the proper functioning of the Commission as it shall deem necessary.

Sec. 2-460. – Compensation.

The members of the Commission shall serve without compensation.

Secs. 2-455 461—2-470. - Reserved.

OFFICE OF THE 35TH CITY COUNCIL



IMMEDIATE EFFECT

CITY CLERK, DEARBORN MI
2026 JAN 5 AM 8:11

To: City Clerk

From: 35th Dearborn City Council

Date: December 16, 2025

Subject: Council Meeting Calendar for 2026

The 35th Council has proposed the following Committee of the Whole and Council meeting schedule for the 2026 calendar year.

All meetings are in Council Chambers at the Dearborn Administrative Center, 16901 Michigan Ave., Dearborn MI 48126. Committee of the Whole meetings are on Thursdays and Council meetings are on Tuesdays. **All meetings will begin at 7:00pm.**

Michael T. Sareini
Council President

Meetings for 35th Dearborn City Council 2026



All Meetings are in Council Chambers of the Dearborn Administrative Center,
16901 Michigan Ave. Dearborn MI, 48126. Committee of the Whole meetings are on
Thursdays and Council Meetings are on Tuesdays.

COMMITTEE OF THE WHOLE 7:00PM

January 8
January 22

February 5
February 19

March 19

April 9
April 23

May 7

June 4

July 9

August 13

September 3
September 17

October 1
October 15

November 12

December 3

COUNCIL MEETINGS 7:00 PM

January 13
January 27

February 10
February 24

March 24

April 14
April 28

May 12

June 9

July 14

August 18

September 8
September 22

October 6
October 20

November 17

December 8

OFFICE OF THE 35TH CITY COUNCIL



IMMEDIATE EFFECT

To: City Clerk

From: Office of the 35th City Council

Date: December 16, 2025

Subject: Council Re-appointment to the Animal Care and Welfare Services for the City of Dearborn Committee

The 35th Dearborn City Council President is requesting the reappointment of Councilmember Robert A. Abraham to the Animal Care and Welfare Services for the City of Dearborn Committee, for a one-year term, term ending is January 15th, 2027.

Robert A. Abraham

313-943-2408
rabraham@dearborn.gov

The purpose and mission of this committee is dedicated to enhancing the communication and activities between the City and Friends for Animals. The committee will consist one (1) member of the City Council.

This committee will meet bi-monthly. Meeting invitations and agendas shall be distributed by the Secretary at least seven (7) calendar days ahead of the meeting.

Immediate effect is requested.

Michael T. Sareini
Council President

Attachment: Animal Care and Welfare Services for the City of Dearborn Committee Document

ANIMAL CARE AND WELFARE SERVICES FOR THE CITY OF DEARBORN COMMITTEE

Purpose and mission of the committee: A multi-member committee dedicated to enhancing communication and activities between the City and Friends for Animals, utilizing expertise in critical animal care and educational efforts to ensure effective collaboration on animal welfare issues and programs.

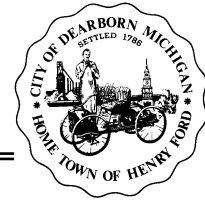
Primary duties and responsibilities: Duties and discussions include but not limited to pet identification, educational campaigns, community drives, expanding the Feed Fido program, TNR, non-animal related purchasing and align on any actions regarding “nuisance” or infestation issues arising in the City to ensure best outcomes and communication.

Composition of the committee: The committee will consist of no more than seven (7) members, with three (3) members appointed by the City of Dearborn, three (3) members appointed by Friends for Animals, and one (1) member of the City Council. All City and Council appointments shall be made consistent with Sec 10.9 of the City of Dearborn City Charter.

Procedures for committee meetings: Standing committee that will meet bi-monthly. The police department shall serve as Secretary for the committee. Meeting invitations and agendas shall be distributed by the Secretary at least seven (7) calendar days ahead of the meeting.

Reporting requirements to the Friends for Animals board: Friends for Animals board is provided committee updates and will expeditiously review and approve any required action(s) as a result of this committee.

OFFICE OF THE 35TH CITY COUNCIL



IMMEDIATE EFFECT

To: City Clerk

From: City Council

Date: December 16, 2025

Subject: Recognizing the Seated Council as the 35th City Council of Dearborn

This item is to officially be recognize the City Council, seated January 1, 2026, as the 35th City Council of Dearborn.

The City Council seated on January 1, 2026, has been identified as the **35th City Council of Dearborn**. This designation has been confirmed through historical review and is being formally documented to ensure accuracy and consistency within the City's official records.

Michael T. Sareini
Council President

OFFICE OF THE 35TH CITY COUNCIL



IMMEDIATE EFFECT

To: City Clerk

From: 35th Dearborn City Council

Date: December 16, 2025

Subject: Council Meeting Calendar for 2026

The 35th Council has proposed the following Committee of the Whole and Council meeting schedule for the 2026 calendar year.

All meetings are in Council Chambers at the Dearborn Administrative Center, 16901 Michigan Ave., Dearborn MI 48126. Committee of the Whole meetings are on Thursdays and Council meetings are on Tuesdays. **All meetings will begin at 7:00pm.**

Michael T. Sareini
Council President

Meetings for 35th Dearborn City Council 2026



All Meetings are in Council Chambers of the Dearborn Administrative Center,
16901 Michigan Ave. Dearborn MI, 48126. Committee of the Whole meetings are on
Thursdays and Council Meetings are on Tuesdays.

COMMITTEE OF THE WHOLE 7:00PM

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COUNCIL MEETINGS 7:00 PM

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April 28

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June 9

July 14

August 18

September 8
September 22

October 6
October 20

November 17

December 8



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Approve Contract for Purchase of one, 2026 Ford Transit Passenger Van

DEPARTMENT: 19th District Court, in conjunction with Purchasing

BRIEF DESCRIPTION:

Purchasing, on behalf of the 19th District Court, recommends the Cooperative Contract purchase of one, MY 2026 Ford Transit Passenger Van, from Lunghamer Ford. The pricing for the vehicle is based on 2024 Vehicle State of Michigan Contract # MA240000001208, which expires on August 31, 2029

PRIOR COUNCIL ACTION:

C.R. N/A

BACKGROUND:

The vehicle recommended for purchase will replace a 2012 Ford E350. The vehicle was originally purchased by the Court in 2012 for the Alternative Work Program. The new Ford Transit 350 will be used by the Alternative Work Program, which operates five (5) days a week, to transport adults and potentially juveniles who are ordered to perform community service work within the City of Dearborn.

FISCAL IMPACT:

- \$64,292
-

COMMUNITY IMPACT:

The purchase of a new work program van will improve the Court's ability to safely and efficiently operate its work program, which provides an important alternative to incarceration by allowing eligible individuals to complete a court-ordered service that benefits the community, including litter abatement, public facility maintenance, and snow removal for eligible elderly and disabled residents.

IMPLEMENTATION TIMELINE:

Immediate Effect is requested, as the lead time for these vehicles is three to four months

COMPLIANCE/PERFORMANCE METRICS:

19th District Court Staff will confirm delivery and verify content and performance of the purchased vehicle.

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

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Award of Contract for Purchase of one, Transit Passenger Van
DATE: December 22, 2025

Budget Information

Adopted Budget: \$0
Amended Budget: \$0
Requested Amount: \$64,292
Funding Source: Fleet & Equipment Replacement, 19th District Court, Alternative Work Program,
Capital & Equipment, Vehicle
Supplemental Budget: Fleet & Equipment Replacement, Retained Earnings

Summary of Request

Purchasing, on behalf of the 19th District Court, recommends the Cooperative Contract purchase of one, MY 2026 Ford Transit Passenger Van, from Lunghamer Ford. The pricing for the vehicle is based on 2024 Vehicle State of Michigan Contract # MA240000001208, which expires on August 31, 2029.

The 19th District Court requests that the Finance Director be authorized to appropriate \$64,292 in the Fleet & Equipment Replacement Fund, 19th District Court, Capital Equipment expenditures.

It is respectfully requested that Council authorize the purchase of the Transis Van. Immediate effect is requested, as the lead time for this vehicle is three to four months.

Background and Justification

The vehicle recommended for purchase will replace a 2012 Ford E350. The vehicle was originally purchased by the Court in 2012 for the Alternative Work Program. The new Ford Transit 350 will be used by the Alternative Work Program, which operates five (5) days a week, to transport adults and potentially juveniles who are ordered to perform community service work within the City of Dearborn.

Procurement Process

The procurement process was in accordance with the Procurement Ordinance Section 2-568A (c)(3) State of Michigan extended purchasing program, 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:

Signed by:

Tim Attalla

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Tim Attalia, Court Administrator

Budget Approval:

DocuSigned by:

Michael Kennedy

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Michael Kennedy, Finance Director/Treasurer

Initial

MD

Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

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Jeremy J. Romer, Corporation Counsel



EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Alley Vacation: north of, and parallel to, Ford Road between Schaefer Road and Calhoun Street.

DEPARTMENT: Economic Development

BRIEF DESCRIPTION:

- This portion of the public alley is abutting two parcels that are under common ownership by the applicant.
 - The proposed vacation has been reviewed by the City Engineer, who has no objections; however, it is recommended that a 22-ft wide sewer easement is retained for the existing DIA sewer beneath the alley.
 - Planning Commission recommended approval of the request at the Dec. 9th, 2025 meeting.
 - Planning & Zoning Division recommended approval to the Planning Commission.
-

PRIOR COUNCIL ACTION:

- None
-

BACKGROUND:

Both of the parcels abutting the portion of the alley that is requested to be vacated are under common ownership by the applicant. The applicant is looking to redevelop the site and is requesting to vacate the alley to improve the design of any future development.

FISCAL IMPACT: N/A

COMMUNITY IMPACT:

The proposed alley vacation is not anticipated to negatively impact the surrounding land uses or create any issues related to vehicle circulation.

The proposed alley vacation will increase the opportunities for redevelopment of the site.

IMPLEMENTATION TIMELINE:

Requires one reading by City Council.

COMPLIANCE/PERFORMANCE METRICS:

- Public alley to be vacated with 22 ft. easement retained.
- No permanent structures shall be built within the easement and the City shall have full access to the sewer line within the easement at all times.



EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: Planning Commission

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Partial Alley Vacation: East of Schaefer Road and parallel to Ford Road

DATE: January 8th, 2026 (COW)

Summary of Request

The applicant, Tarek Jawad, is requesting to vacate a portion of the 22 ft-wide public alley that is located east of Schaefer Road and parallel to Ford Road. The alley extends from the eastern R.O.W boundary of Schaefer Road and extends to the eastern lot line of lot 6 in the Schaefer Park Subdivision. The applicant intends on redeveloping the sites adjacent to the alley and the proposed alley vacation would improve the design of any future redevelopment.

Background and Justification

The existing land use, zoning and master plan designations in the area are summarized in the following table:

	Existing Land Use	Zoning District (Exhibit C-4)	Master Plan Designation
Site	Public Alley	N/A	N/A
North	Vacant Commercial Building	BB – Community Business District	Mixed-Use Centers: Shopfront
South	Parking Lot	BB – Community Business District	Mixed-Use Centers: Vehicle Oriented
East	Public Alley & Parking Lot	VP – Vehicular Parking District	Mixed-Use Centers: Vehicle Oriented
West (Across Schaefer Rd.)	Grocery Store	BB – Community Business District	Mixed-Use Centers: Shopfront

Staff Analysis

- Per the Michigan Land Division Act, the proposed alley vacation will result in the alley being divided up among the two abutting parcels—both of which are under common ownership by the applicant.
 - Vacating the alley will enable these two parcels to be combined into one. This will enable a better design for the site, as any proposed development would have to currently be designed around the open public alley.



**ECONOMIC
DEVELOPMENT**

EXECUTIVE SUMMARY AND MEMORANDUM

- The proposed alley vacation is not anticipated to have any negative impacts on the adjacent properties. As indicated in Exhibit C-3, the alley currently provides access to existing parking lots. Most importantly, all of these parking lots are under common ownership as the applicant.
 - With the proposed vacation, access to the alley would remain open from Alber Avenue (to the north) and Calhoun Street (to the east) (Exhibit C-5). As such, all properties that depend on access from the alley (such as for parking and dumpsters) would all remain accessible.
- The proposed alley vacation may improve traffic circulation in the area. The alley is currently located by two high-volume roads in the city (Schaefer & Ford Road); currently, there is a curb cut that is located within close proximity to the intersection of these two roads.
 - Given the current striping of lanes, making a left turn onto Schaefer Road, from the alley, is not permitted. However, people may still try to do so which can result in significant traffic conflicts due to the high amounts of traffic experienced at this intersection.
 - Vacating the alley would eliminate this possibility and direct local traffic—to Schaefer Road—to the north at Alber Avenue.
- The proposed alley vacation has been reviewed by the City Engineer who has no objection to it; however, a 22 ft-wide sewer easement is retained for the existing city-owned sewer underneath the alley. This easement would prohibit a building or any permanent structure to be constructed within that area; additionally, it would permit the city to have full access to the sewer at all times.

Recommendation:

After due consideration and a public hearing on December 9th, 2025 the following recommendation was made by the Planning Commission:

A motion was made by Commissioner Kadouh, supported by Commissioner Phillips to approve the request of Tarek Jawad to partially vacate the 22 ft. wide public alley east of Schaefer Road and parallel to Ford Road between the eastern lot line of lot 6 to the western lot lines of lots 6 & 7. Upon roll call the following vote was taken: Ayes: (5) (Commissioners Easterly, Fadlallah, Kadouh, Phillips, & Saymuah). Nos: (2) (Abdulla & Mohamad). Absent: (2) (Commissioners Abdallah & King). The motion was adopted.



ECONOMIC
DEVELOPMENT

EXECUTIVE SUMMARY AND MEMORANDUM

Signature Page

Prepared by:

Kaileigh Bianchini

KAILEIGH BIANCHINI, AICP
Economic Development Deputy Director

Approved:

Signed by:
A stylized signature in black ink, appearing to read "Jordan Twardy".

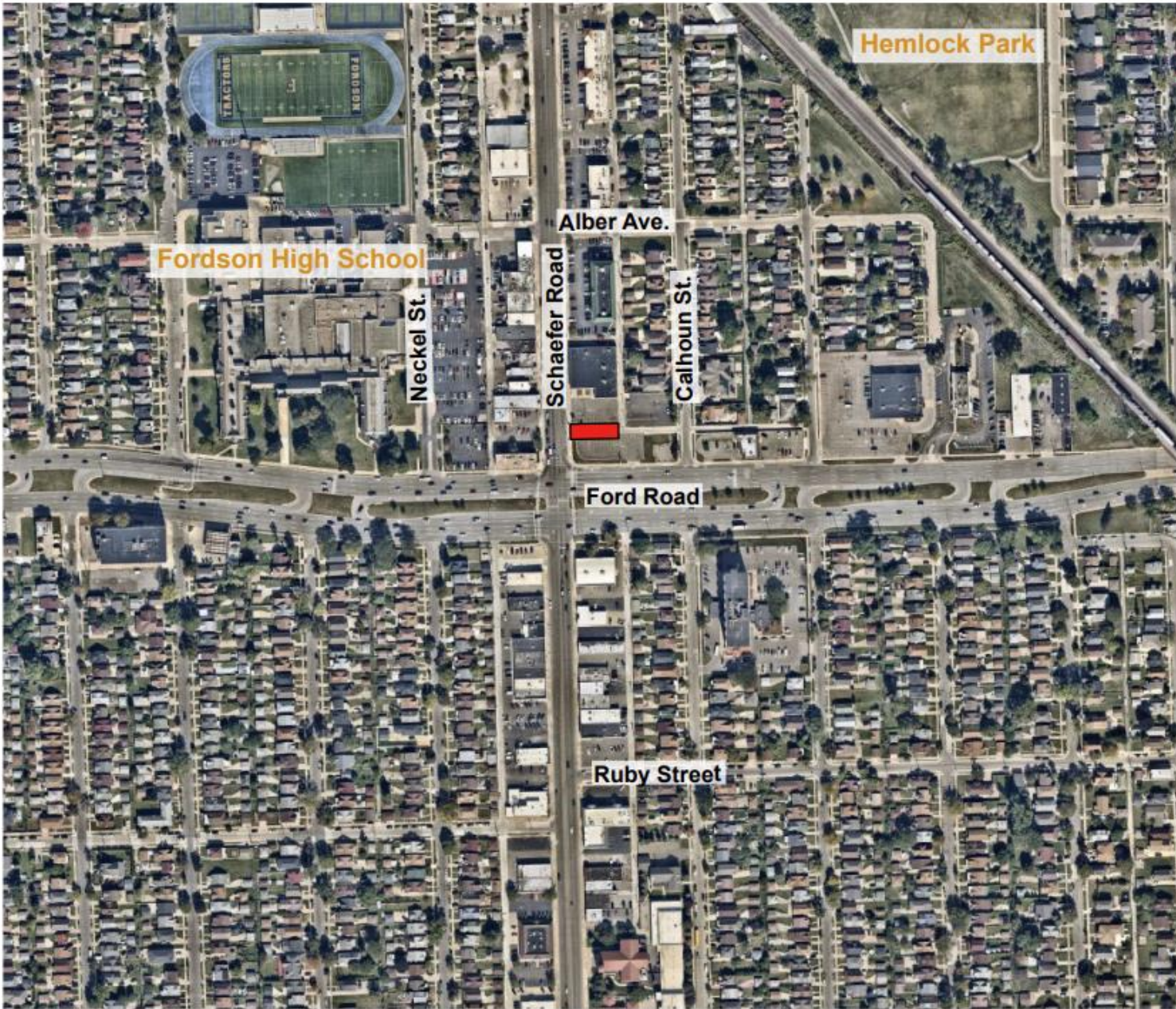
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JORDAN TWARDY
Economic Development Director

DocuSigned by:

A stylized signature in black ink, appearing to read "Brad Mendelsohn".

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BRADLEY J. MENDELSON
Deputy Corporation Counsel

Site Context - Alley location Between Schaefer Road and Calhoun Street



Legend

Alley Requested to be Vacated

Location:
The subject alley is located on the east side of Schaefer Road bounded by Alber Avenue, Calhoun Street, and Ford Road.



0 100 200 400 Feet

A scale bar showing distances in feet: 0, 100, 200, and 400 feet.

Existing Conditions

Alley Vacation Between Schaefer Rd. and Calhoun St.



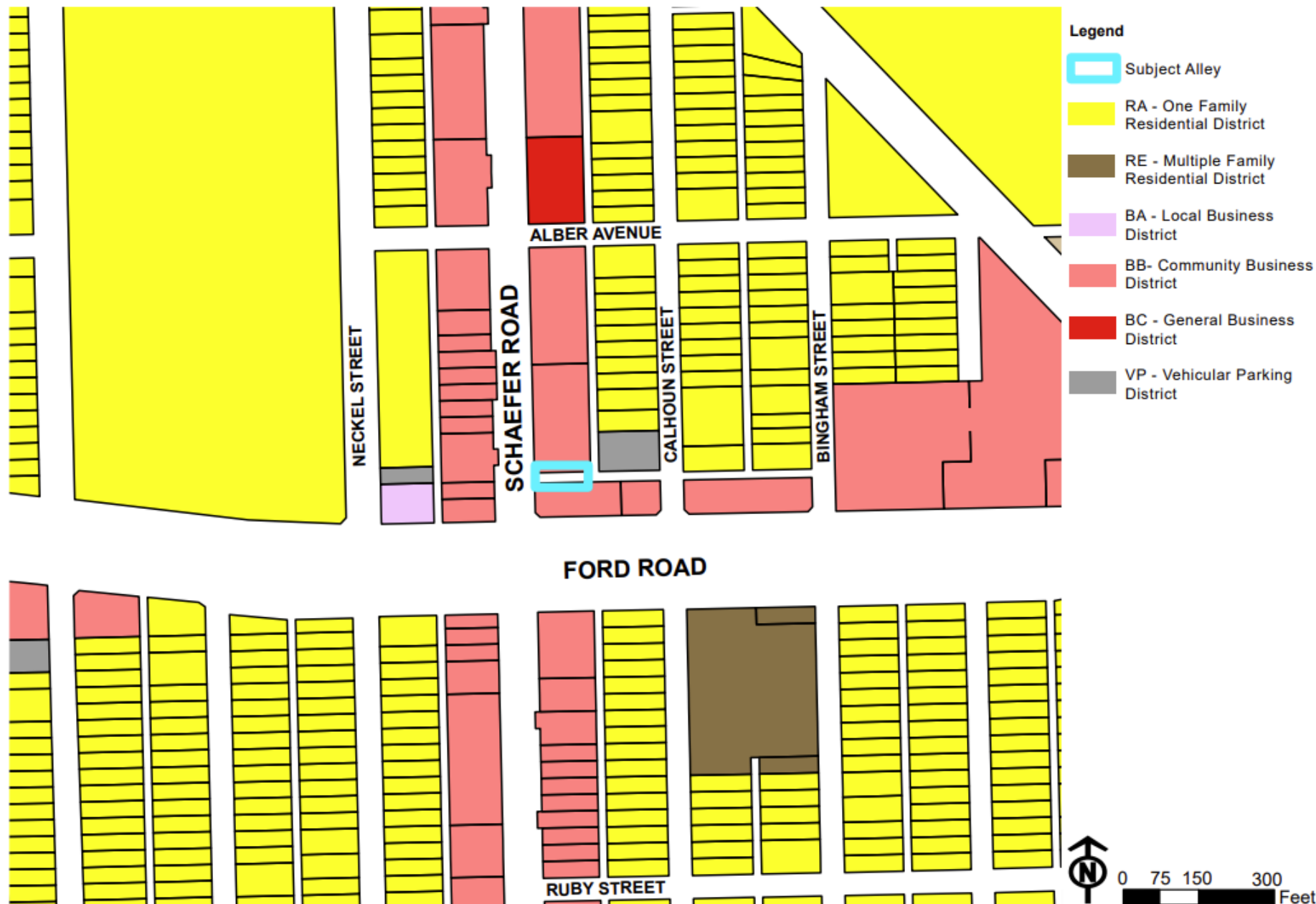
Legend

-  Adjacent Properties
-  Portion of alley to be vacated
-  Subject Alley



0 25 50 100
Feet

Existing Zoning Map - Alley Vacation Between Mead & Payne St.







Proposed Alley Vacation

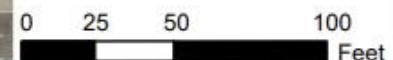
Alley Vacation Between Schaefer Rd. and Calhoun St.

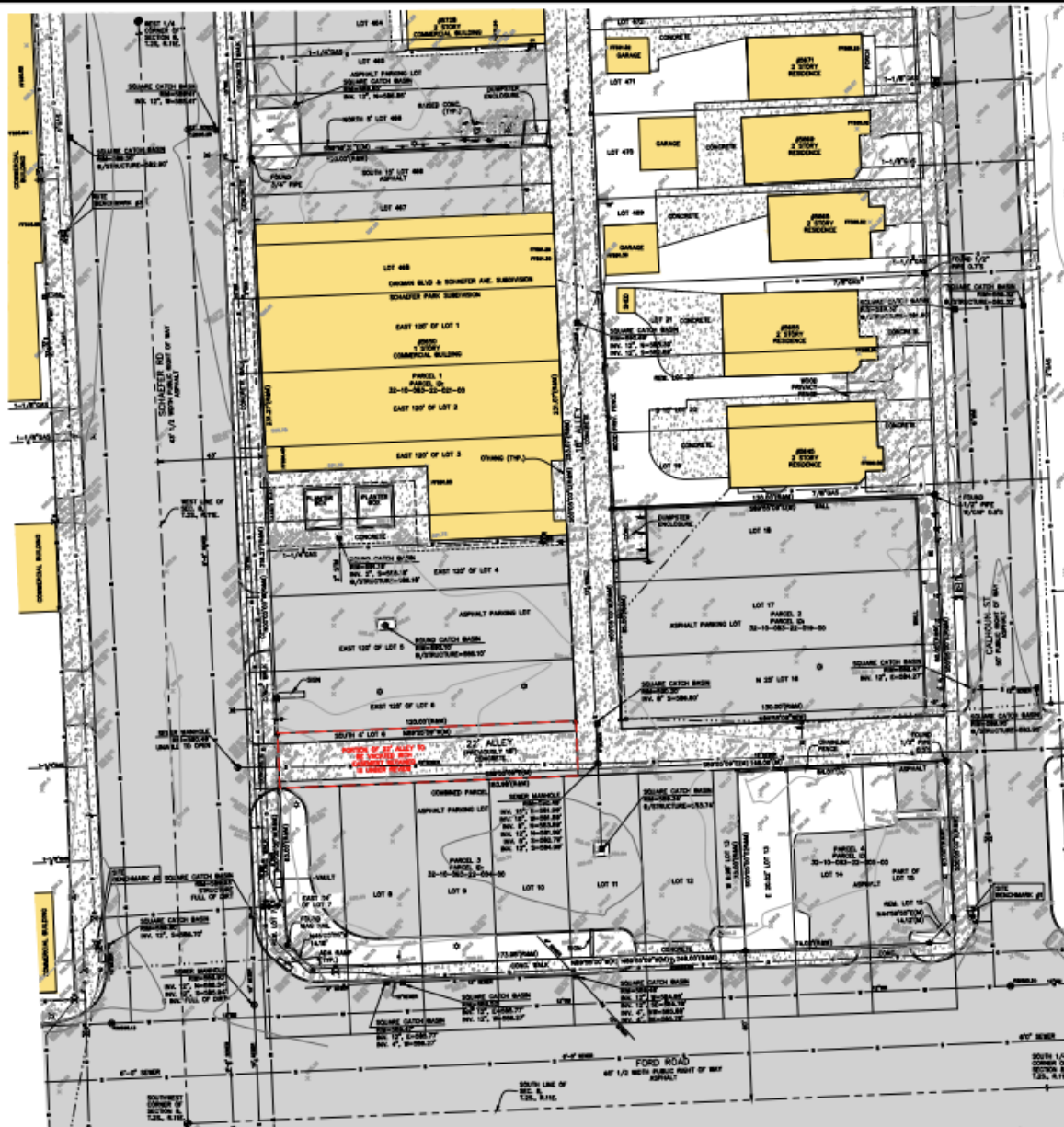


Legend

-  Remaining Alley
-  Subject Properties with proposed property lines
-  Alley going to Parcel "A" under proposed vacation
-  Alley going to Parcel "B" under proposed vacation

All 4 of the indicated parcels are under common ownership.





ANTHONY T. STOKS, JR., P.E.
PROFESSIONAL SURVEYOR
MICHIGAN LICENSE NO. 47076
22800 GRATIOT AVE., EASTLANSING, MI 48203
TStoks@earthlink.net

[illegible]



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Approve Contract for Purchase of one, 2026 Ford Transit Van

DEPARTMENT: Department of Economic Development, in conjunction with Purchasing

BRIEF DESCRIPTION:

Purchasing, on behalf of the Department of Economic Development, recommends the Cooperative Contract purchase of one, MY 2026 Ford Transit Van, from Lunghamer Ford. The pricing for the vehicle is based on 2024 Vehicle State of Michigan Contract # MA240000001208, which expires on August 31, 2029

PRIOR COUNCIL ACTION:

C.R N/A

BACKGROUND:

This vehicle will be used by code enforcement for shopping cart enforcement. This will include gathering shopping carts, transporting them to storage and returning them to business owners.

The business team will be using the vehicle for business events. Historically, the business team has borrowed vehicles from DPW, but this van will provide a more efficient and flexible alternative.

FISCAL IMPACT:

- \$52,640
-

COMMUNITY IMPACT:

Currently, the Workforce & Business Services team lacks dedicated transportation, which creates logistical challenges for event execution. Securing a dedicated van will enable the team to efficiently transport heavy infrastructure- such as tents, AV equipment, and signage- allowing for high-quality events in diverse locations across the city.

IMPLEMENTATION TIMELINE:

Immediate Effect is requested, as the lead time for these vehicles is three to four months

COMPLIANCE/PERFORMANCE METRICS:

Economic Development Staff will confirm delivery and verify content and performance of the purchased vehicle.

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

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Award of Contract for Purchase of one, Transit Cargo Van
DATE: December 22, 2025

Budget Information

Adopted Budget: \$70,606
Amended Budget: \$70,606
Requested Amount: \$52,640
Funding Source: Fleet & Equipment Replacement, Prop Maint & Dev Services, Neighborhood Services, Capital Equipment, Vehicle
Supplemental Budget:

Summary of Request

Purchasing, on behalf of the Economic Development Department, recommends the Cooperative Contract purchase of one, MY 2026 Transit Van, from Lunghamer Ford. The pricing for the vehicle is based on 2024 Vehicle State of Michigan Contract # MA240000001208, which expires on August 31, 2029.

It is respectfully requested that Council authorize the purchase of the Transis Van. Immediate effect is requested, as the lead time for this vehicle is three to four months.

Background and Justification

This vehicle will be used by code enforcement for shopping cart enforcement. This will include gathering shopping carts, transporting them to storage and returning them to business owners.

The business team will be using the vehicle for business events. Historically, the business team has borrowed vehicles from DPW, but this van will provide a more efficient and flexible alternative.

Procurement Process

The procurement process was in accordance with the Procurement Ordinance Section 2-568A (c)(3) State of Michigan extended purchasing program, 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

A06626461858403...

Jay Andrews, Sr. Buyer

Department Approval:

Signed by:

Jordan Twardy

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Jordan Twardy, Dir, Econ Development

Budget Approval:

DocuSigned by:

Michael Kennedy

E77919D1421447F...

Initial

MD

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

E7A573BA25E3460...

Jeremy J. Romer, Corporation Counsel

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

REQUEST: Award of contract for a Mural Installation on Warren Avenue

DEPARTMENT: Department of Economic Development, in conjunction with Purchasing.

BRIEF DESCRIPTION: Authorize the award of contract for a Mural Installation on Warren Avenue

PRIOR COUNCIL ACTION:

N/A

BACKGROUND:

The City of Dearborn and the Warren Business District Improvement Authority are collaborating on a project to enhance the aesthetic of the Warren Commercial Corridor. An agreement has been finalized with ITC for the installation of a mural on their property, which will be completed by Stonebridge Building Company.

The pre-painted mural consists of 19, 5'X10' aluminum panels, that were commissioned to the artist in 2018. The artist will assist with the installation by applying a "vandalism proofing" coating to the panels.

FISCAL IMPACT: \$247,602 (\$235,812, bid price + \$11,790, 5% contingency)

COMMUNITY IMPACT:

The installation of the public (Bridges of Culture) mural at 13851 Warren Ave represents a significant investment in the cultural and economic fabric of the Warren Business District and the city of Dearborn in general. This project transforms this location into a vibrant landmark that celebrates our community's unique identity and contributes to the corridor's economic revitalization by:

- Attracting Investment: By enhancing the aesthetic appeal of the Warren Ave corridor, we create a more inviting environment for new businesses and private investment.
- Increasing Foot Traffic: High-visibility public art serves as a "destination marker," encouraging residents and visitors to explore the district, thereby increasing patronage for local merchants.
- Property Improvement: This project beautifies a DTE-ITC substation, proving that infrastructure and art can coexist to improve the overall curb appeal of our commercial districts.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

This project will also have a Cultural and Social Impact by:

- **Celebrating Heritage:** The mural design by TreeTown Murals, commissioned by the Warren Business District Improvement Authority Board, reflects the entrepreneurial spirit and diverse cultural heritage of the area, fostering a sense of belonging and pride among residents.
- **Placemaking:** The nineteen 5x10 aluminum panels will create a 95-foot landmark, establishing a unique visual identity for the district that distinguishes it from neighboring corridors.
- **Community Safety and Vibrancy:** Active and well-maintained public spaces with public art can contribute to increased "eyes on the street" and a greater sense of community safety and stewardship.

IMPLEMENTATION TIMELINE: Installation to be complete by spring of 2026.

COMPLIANCE/PERFORMANCE METRICS: Members of the Economic Development Department will oversee adherence to the project scope of work.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: City Administration

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Award for Mural Installation on Warren Avenue

DATE: December 22, 2025

Budget Information

Project:	V10000 – Warren Streetscape Improvement
Total Approved Project Budget:	\$386,399
Available Project Budget:	\$348,399
Requested Amount:	\$247,602 (\$235,812, bid price + \$11,790, 5% contingency)
Funding Source:	General Capital Improvement, Economic and Community Development, Capital Project, Construction Contractor
Supplemental Budget:	N/A

Summary of Request

The Economic Development Department, in conjunction with Purchasing, recommends issuing a contract to Stonebridge Building Company, for the installation of a pre-painted mural on Warren Avenue, on property owned by ITC.

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

Background and Justification

The City of Dearborn and the Warren Business District Improvement Authority are collaborating on a project to enhance the aesthetic of the Warren Commercial Corridor. An agreement has been finalized with ITC for the installation of a mural on their property.

The pre-painted mural consists of 19, 5'X10' aluminum panels, that were commissioned to the artist in 2018. The artist will assist in finalizing the mural installation by applying a "vandalism proof" coating to the



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Procurement Process

Purchasing solicited bids with process details as follows:

Process: Invitation to Bid (ITB)

Issue Date: October 10, 2025

Deadline Date: October 30, 2025

Vendors Solicited: 1098

Solicitations Obtained: 43

Bids Received: 2

The bid was evaluated with the assistance of key staff from the Economic Development Department, and is shown in the following bid summary:

BIDDER	TOTAL BID PRICE
Stonebridge Building Company	\$235,812
Key Construction	\$296,000

The Vendor was found to meet the qualifications in the ITB. The procurement process was in accordance with the Section 2-568(5) 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

DocuSigned by:
Jay Andrews
A06626461858403...
Jay Andrews, Sr. Buyer

Signed by:
Jordan Twardy
1C7ADC7466A843C...
Jordan Twardy, Dir, Econ Development

Budget Approval:

DocuSigned by:
Michael Kennedy
F77019D1421447F...
Michael Kennedy, Finance Director/Treasurer

Initial
CS

Corporation Counsel Approval:

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

CITY OF DEARBORN FINANCE DEPARTMENT



TO: CITY COUNCIL
FROM: CITY OF DEARBORN TREASURER MICHAEL KENNEDY
SUBJECT: APPOINTMENT - BOARD OF REVIEW
DATE: JANUARY 2, 2026

Pursuant to Dearborn City Charter Section 13.8, the City of Dearborn Treasurer shall appoint a member of the Board of Review, subject to approval by the City Council. Recommendation for the approval of this appointment is made to serve:

Name: Ali Younes

Status: Appointment

Filling a Vacancy for: N/A

Current Term Ending: N/A

Term Duration: 3 Years

Appointment Term Ending: January 1, 2029

Attendance: N/A

Phone: (313) 516-0510

Email: ayounes82@gmail.com

Mailing Address: 1038 Mohawk Street, Dearborn, MI, 48124

A handwritten signature in blue ink, appearing to read "MK", is positioned above the printed name of Michael Kennedy.

Michael Kennedy
City of Dearborn Treasurer
Director of Finance Department

cc: Assessor Department
cc: Law Department

**CITY OF DEARBORN
FINANCE DEPARTMENT**



TO: CITY CLERK
FROM: CITY OF DEARBORN TREASURER MICHAEL KENNEDY
SUBJECT: APPOINTMENT - BOARD OF REVIEW
DATE: JANUARY 2, 2026

I hereby certify that the following appointment has been made to the Board of Review in accordance with City Charter Section 13.8.

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

Name: Ali Younes

Status: Appointment

Filling a Vacancy for: N/A

Current Term Ending: N/A

Term Duration: 3 Years

Appointment Term Ending: January 1, 2029

Attendance: N/A

Phone: (313) 516-0510

Email: ayounes82@gmail.com

Mailing Address: 1038 Mohawk Street, Dearborn, MI, 48124


Michael Kennedy
City of Dearborn Treasurer
Director of Finance Department

cc: Assessor Department
cc: Law Department



Dearborn Commissions Application

First Name

Ali

Last Name

Younes

Why do you want to join this commission?

As a long time Dearborn resident and business owner in real estate and mortgage industry, I have a deep understanding of how property assessments, taxes, and market values impact our community. My experience allows me to bring both professional insight and a strong sense of fairness to the review process. More importantly, I pride myself on being an effective communicator, someone who can explain complex topics clearly and respectfully to residents and fellow board members. I believe that local boards play a vital role in maintaining trust between citizens and city government, and I want to contribute to that. Serving on the Board of Review is an opportunity to give back to the city I live and work in every day, using my skills to ensure transparency, equity, and a positive experience for our residents.



Commissions & Boards

Board of Review

Submission Date

15th December 2025

Resume



Resume.docx

Dearborn Commissions Departments

Assessor Department

Home Address

1038 Mohawk Street, Dearborn, MI, USA

Zip Code

48124

Phone

 13135160510

Email

ayounes82@gmail.com

Years of Residency in Dearborn

35

Occupation

Vice President

Company

West Capital Lending

Length of Service

13

Business Address

N/A

Business Telephone Number

3135160510

Level of Education

High School Degree

Name of Educational Institution & Graduation Year

Dearborn High 2006

Are you a veteran?

No

Memberships, Civic Activities, and Awards Received

Dearborn Hills HOA, SODA board member

Do you Have a Resume?

Yes

Submitted on Dec 15, 2025

ALI H. YOUNES

Dearborn, Michigan | 313-516-0510 | ayounes82@gmail.com | linkedin.com/in/ali-younes-098172152
NMLS #1203441 | Licensed in 17 States (18 Pending)

PROFESSIONAL SUMMARY

Vice President at West Capital Lending with over 15 years of experience leading high-performing mortgage teams. Proven expertise in sales leadership, recruiting, compliance, and operational growth. Skilled in building strategic realtor partnerships, implementing CRM and marketing systems (SHAPE, Bonzo, Influence), and driving success through culture, accountability, and measurable performance.

PROFESSIONAL EXPERIENCE

Vice President | West Capital Lending — Irvine, CA | Oct 2025 – Present

- Lead a high-performing, multi-state team of mortgage bankers overseeing recruiting, training, and production for purchase, refinance, and HELOC lending.
- Integrated Mortgage Connections into West Capital's national platform while maintaining boutique-level service and team culture.
- Built strategic realtor partnerships and implemented CRM systems to improve lead management and conversion.
- Partner with executives to align licensing expansion, branch growth, and profitability.

Founder & President | Mortgage Connections — Dearborn, MI | Nov 2020 – Oct 2025

- Founded and scaled a direct-lending firm with in-house processing, underwriting, and funding across multiple states.
- Recruited and managed a 30+ person team; achieved consistent monthly funding volumes exceeding \$25M.
- Implemented CRM and marketing frameworks that drove lead generation, accountability, and growth.
- Built a culture focused on excellence, education, and client experience.

Regional Vice President | Rocket Mortgage (formerly Quicken Loans) — Detroit, MI | Jun 2014 – Oct 2020

- Directed multiple sales teams, coaching over 75 bankers to top-tier production and compliance results.
- Designed recruiting, retention, and sales strategies that boosted productivity and efficiency.
- Ranked among top-performing leaders nationwide for performance and operational excellence.

EDUCATION

Dearborn High School- Diploma 2002-2006

CORE SKILLS

Leadership & Team Development | Mortgage Operations | Recruiting & Sales Strategy | CRM & Marketing Automation | Realtor & Client Relationships | Data-Driven Performance | Licensing & Compliance



EXECUTIVE SUMMARY

Immediate effect is Requested

REQUEST: Approval to implement Discontinuation of Penny Currency - Rounding Policy

DEPARTMENT: Finance

BRIEF DESCRIPTION: This policy establishes the City of Dearborn's procedures for handling the discontinuation of one-cent (penny) coins in circulation, following the federal government's discontinued production minting of pennies beginning on November 12, 2025. It applies to all municipal departments that accept, disburse, or manage cash transactions, including payments for permits, utilities, fines, fees, recreation programs, and other city services.

PRIOR COUNCIL ACTION: N/A

BACKGROUND: The Finance team performed a detailed transactional review of the last two tax due dates, as that is when the majority of cash transactions occur. Using that transactional data, it was statistically extrapolated that the potential impact of always rounding down to the nearest .05 would equate to approximately \$3,000 to \$10,000 annual negative impact to the City. This estimated impact includes monies collected on behalf of other taxing agencies. Due to the negative impact, the Finance Department recommends implementation of a rounding neutral policy for all CASH transaction as detailed in the attached draft Policy.

FISCAL IMPACT:

Expectation is Rounding shall apply equally and neutrally—some transactions will round down, some up—ensuring no systematic financial disadvantage or advantage to the City.

IMPACT TO COMMUNITY:

This rounding policy applies only to transactions where payment is made in cash (U.S. coins or paper currency). Transactions made by check, credit/debit card, ACH, or online payment will continue to calculate to the nearest cent—no rounding applies.

IMPLEMENTATION TIMELINE: Publish public notices (website, social media, local media, and city facilities) as soon as administratively possible, upon Council approval before policy takes effect.

COMPLIANCE/PERFORMANCE METRICS: N/A



FINANCE

TO: City Council
FROM: Michael Kennedy, Finance Director-Treasurer
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Receive and File Discontinuation of Penny Currency - Rounding Policy
DATE: December 28, 2025

Background

The U.S. Department of the Treasury and the United States Mint have announced plans to discontinue production of pennies beginning in 2026 due to increased manufacturing costs and declining circulation. As the supply of pennies diminishes, cash transactions may be affected. The City of Dearborn must therefore implement a uniform rounding policy and public communication plan to ensure fairness, transparency, and continuity of service. **(See Entire Policy Attached)**

Policy Objectives:

Maintain fair treatment for all residents and customers.

- Ensure consistent, legally compliant handling of cash payments.
- Minimize administrative disruption and banking inefficiencies.
- Communicate clearly with the public and local businesses.
- Align with best practices adopted by other jurisdictions and federal guidance.

Rounding Method For cash payments, the total amount due (after taxes and fees) shall be rounded to the nearest five cents (nickel) using the following standard convention:

Amount Ends In	Round To	Example
0 ¢	No change	\$10.00 → \$10.00
1 ¢ or 2 ¢	Down to nearest 0 ¢	\$10.01 → \$10.00
3 ¢ or 4 ¢	Up to nearest 5 ¢	\$10.04 → \$10.05
5 ¢	No change	\$10.05 → \$10.05
6 ¢ or 7 ¢	Down to nearest 5 ¢	\$10.07 → \$10.05
8 ¢ or 9 ¢	Up to next 10 ¢	\$10.09 → \$10.10

Rounding shall apply equally and neutrally—some transactions will round down, some up—ensuring no systematic financial advantage to the City.

Respectfully submitted,

DocuSigned by:

Michael Kennedy

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 Michael Kennedy
 Finance Director & Treasurer

DocuSigned by:

Corey Jarocki

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 Corey Jarocki
 Deputy Finance Director

DocuSigned by:

Jeremy Romer

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 Jeremy J. Romer
 Corporation Counsel

City of Dearborn
Finance Department / Division
Discontinuation of Penny Currency - Rounding Policy

Topic: Discontinuation of penny currency – Rounding Policy
Type: Policy
Effective Date: 03/01/2026
Revision Date: N/A
Expiration Date: N/A
Prepared By: Michael Kennedy, Finance Director / Treasurer

Purpose:

This policy establishes the City of Dearborn's procedures for handling the discontinuation of one-cent (penny) coins in circulation, following the federal government's decision to end penny production.

Applicability:

It applies to all municipal departments that accept, disburse, or manage cash transactions, including payments for permits, utilities, fines, fees, recreation programs, and other city services.

Introduction:

The U.S. Department of the Treasury and the United States Mint discontinued production minting of pennies beginning on November 12, 2025 due to increased manufacturing costs and declining circulation. As the supply of pennies diminishes, cash transactions may be affected. The City of Dearborn must therefore implement a uniform rounding policy and public communication plan to ensure fairness, transparency, and continuity of service.

Policy Objectives:

- Maintain fair treatment for all residents and customers.
- Ensure consistent, legally compliant handling of cash payments.
- Minimize administrative disruption and banking inefficiencies.
- Communicate clearly with the public and local businesses.
- Align with best practices adopted by other jurisdictions and federal guidance.

City of Dearborn
Finance Department / Division
Discontinuation of Penny Currency - Rounding Policy

Process:

1.1 Applicability

This rounding policy applies only to transactions where payment is made in cash (U.S. coins or paper currency). Transactions made by check, credit/debit card, ACH, or online payment will continue to calculate to the nearest cent—no rounding applies.

1.2 Rounding Method

For cash payments, the total amount due (after taxes and fees) shall be rounded to the nearest five cents (nickel) using the following standard convention:

Amount Ends In	Round To	Example
0 ¢	No change	\$10.00 → \$10.00
1 ¢ or 2 ¢	Down to nearest 0 ¢	\$10.01 → \$10.00
3 ¢ or 4 ¢	Up to nearest 5 ¢	\$10.04 → \$10.05
5 ¢	No change	\$10.05 → \$10.05
6 ¢ or 7 ¢	Down to nearest 5 ¢	\$10.07 → \$10.05
8 ¢ or 9 ¢	Up to next 10 ¢	\$10.09 → \$10.10

Rounding shall apply equally and neutrally—some transactions will round down, some up—ensuring no systematic financial advantage or shortage to the City.

1.3 Legal Tender

Existing pennies remain legal tender and will continue to be accepted as available.
However, the City is not obligated to provide pennies as change once its operational supply is depleted.

2.0 Cash-Handling Procedures

- A. The City Treasurer shall oversee the gradual phase-out of penny coin ordering and inventory.
- B. All cashiering locations (Treasurer’s Office, Recreation Centers, etc.) will:
 - Display signage explaining rounding rules and effective date.
 - Train staff to calculate rounded totals and explain them to the public.
 - **Accept existing pennies if presented by customers, but not guarantee providing them as change.**

City of Dearborn
Finance Department / Division
Discontinuation of Penny Currency - Rounding Policy

- C. Departments shall adjust point-of-sale systems and receipt templates to automatically as available by software to apply rounding **for cash payments.**
-

3.0 Public Communication and Outreach

The City of Dearborn will:

- Publish public notices (website, social media, local media, and city facilities) as soon as administratively possible, upon Council approval before the policy takes effect.
 - Provide FAQs in English, Arabic, and other major community languages.
 - Emphasize that non-cash payments will continue to reflect exact pricing.
-

4.0 Equity Considerations

- The City recognizes that some residents rely primarily on cash.
 - Departments should ensure that payment options (online, phone, mail-in check) remain available and accessible to all residents.
-

5.0 Monitoring and Review

- Future policy adjustments may be recommended based on Treasury or State of Michigan guidance.

Approved:

DocuSigned by:

Michael Kennedy

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Michael Kennedy, Finance Director-Treasurer
City of Dearborn



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Request to approve Contract with Kapnick Benefits Consulting for Healthcare Consulting

DEPARTMENT: Finance

BRIEF DESCRIPTION: Authorization is requested to approve a contract with Kapnick Benefits Consulting to conduct a formal RFP for "Alternative Health Plan" strategies, including both medical and pharmacy components. The engagement includes data analytics (historical review and ongoing access), periodic reviews, and network analysis to benchmark against top networks and support direct contracting opportunities.

PRIOR COUNCIL ACTION: N/A

BACKGROUND: Rising healthcare costs continue to place significant financial pressure on self-funded municipalities, driven by increasing medical expenses, prescription drug costs, and utilization trends. To remain fiscally responsible while preserving the true value of employee benefits, the City must actively research and evaluate alternative plan designs, funding strategies, and procurement options.

FISCAL IMPACT: The annual cost is \$50,000, funded from the Employee Health Insurance Fund for a 3-year term.

COMMUNITY IMPACT: Researching alternative healthcare options can help ensure long-term financial sustainability for the municipality, allowing limited public resources to be used more efficiently and responsibly. By controlling healthcare costs without reducing benefit quality, the community benefits from a stable workforce and reduced budgetary pressure.

IMPLEMENTATION TIMELINE: Within 30 days of Council approval.

COMPLIANCE/PERFORMANCE METRICS: The Finance department will monitor this contract.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Request to approve Contract with Kapnick Benefits Consulting for Healthcare Consulting
DATE: December 29, 2025

Budget Information

Adopted Budget: \$184,300
Amended Budget: \$184,300
Requested Amount: \$150,000 (\$50,000 annually for a 3-year term pending future FY budgets)
Funding Source: Employee Insurance Fund, Professional Services, Other Professional Services
Supplemental Budget: N/A

Summary of Request

Purchasing, on behalf of the Finance Department, recommends the professional Services contract with Kapnick Benefits Consulting for Healthcare Consulting in the amount of \$50,000 annually for a 3-year term.

It is respectfully requested that Council authorize the Contract with immediate effect. The resulting purchase order shall not be binding until fully executed.

Background and Justification

Recent industry articles highlight persistent double-digit increases in healthcare costs, driven by medical inflation, specialty pharmaceuticals, and higher utilization rates. These ongoing trends present significant budgetary challenges for self-funded municipalities seeking to balance fiscal responsibility with comprehensive benefits.

To remain fiscally responsible while preserving the true value of employee benefits, the municipality must actively research and evaluate alternative plan designs, funding strategies, and procurement options. This approach aims to secure high-quality health insurance coverage at the lowest possible cost without diminishing benefits.

Procurement Process

This procurement is in accordance with Section 2-568(b) (6) J, Professional Services, of the Code of the City of Dearborn



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Prepared By:

DocuSigned by:

Mark Rozinsky

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Mark Rozinsky, Purchasing Manager

Budget & Department 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



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Amend Chapter 2, Article III of the Code of Ordinances to add Division 5A, Secs. 2-455 to 2-460, to establish the Dearborn Arts and Culture Commission.

DEPARTMENT: Law

BRIEF DESCRIPTION:

Proposed ordinance will establish the Dearborn Arts and Culture Commission, which will recognize, advocate for, and celebrate the arts and culture within city limits. The Commission will only act as an advisory board, and will not have regulatory authority.

PRIOR COUNCIL ACTION:

None.

BACKGROUND:

The proposed ordinance will create the Dearborn Arts and Culture Commission.

FISCAL IMPACT:

Costs related to providing meeting quarters, equipment and staff assistance for the Commission.

COMMUNITY IMPACT:

The Commission will make recommendations regarding arts and cultural activities within the City and advise the City's administration and city council of the development of arts and culture within the community.

IMPLEMENTATION TIMELINE:

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

COMPLIANCE/PERFORMANCE METRICS:

N/A

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

TO: City Council

FROM: Corporation Counsel

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Amendments to City's Boards and Commissions Ordinance (Code of Ordinances)

DATE: December 17, 2025

Summary of Request

Chapter 2, Article III of the City's Code of Ordinances would be amended to create the Dearborn Arts and Culture Commission. Under the proposed Ordinance, the Commission will serve as an advisory board without any regulatory authority. The Commission's purpose will be to advocate, safeguard, and advance arts and culture within the city. The Commission will do this by supporting the work of public and private art in public spaces, recognizing others who make outstanding contributions to the arts, supporting the Parks and Recreation Department, and encouraging the development of the arts in the community.

The proposed Ordinance would establish the criteria and organization for membership in the Commission, the duties and responsibilities of the Commission, and set forth quorum requirements. Under the proposed Ordinance, members of the commission would serve without compensation.

A copy of the proposed ordinance is attached for review.

Respectfully submitted,

DocuSigned by:
Goji Patel
004FF782FFE4AC7
GOPI P. PATEL
Assistant Corporation Counsel

APPROVAL:

DocuSigned by:
Jeremy Romer
E7A573BA26E2460
JEREMY J. ROMER
Corporation Counsel

ATTACHMENT

ORDINANCE NO. _____

**AN ORDINANCE TO CREATE CHAPTER 2, ARTICLE III,
DIVISION 5A OF THE CITY OF DEARBORN CODE OF
ORDINANCES, ENTITLED “DEARBORN ARTS AND CULTURE
COMMISSION”**

THE CITY OF DEARBORN ORDAINS TO:

Create Chapter 2, Article III, Division 5A to read as follows:

DIVISION 5A. – DEARBORN ARTS AND CULTURE COMMISSION

Sec. 2-455. - Purpose.

The establishment of the Dearborn Arts and Culture Commission is to advocate, safeguard, and advance arts and culture within the community. It shall make recommendations regarding arts and cultural activities within the city and advise the city's administration and city council of the development of arts and culture within the community. The Commission will only act as an advisory group, and does not have any regulatory authority.

Sec. 2-456. - Established; appointment of members; organization.

(a) The Commission shall consist of five members with three members to be appointed by the mayor and two members to be appointed by city council. Additionally, two students from Dearborn Public Schools high school, with written parental permission, shall be appointed by the Commission to a one-year term annually in September.

(b) The terms of office of the first Commission appointed shall be fixed so that the terms of one member will be for one year, two members will be for two years, and two members will be for three years. These staggered terms shall be exclusive of the high school students appointed by the Commission. After the initial Commission is formed, all members thereafter will be appointed for three years. The respective terms of office shall run from January 1 to December 31.

(c) The Commission shall organize by annually, at the first regularly scheduled meeting of the calendar year, electing a chairman, a vice-chairman, and secretary from its membership and shall adopt its own rules of procedure and shall hold such

meetings, either regular or special, as it may deem necessary to carry on its advisory work. At a minimum, the Commission shall hold at least one public meeting in each quarter on such date and at such time and place as may be established by resolution of the Commission.

(d) An officer or employee of the city appointed by the mayor shall serve as an administrative liaison to the Commission.

(e) The Commission shall keep a record of its proceedings and transactions and shall submit an annual report to the mayor and city council.

Sec. 2-457. – Duties and responsibilities.

The Commission shall be charged with the following duties:

- (a) Support a public and private partnership for arts programs in the City.
- (b) Support the establishment, selection, installation, and maintenance of art in public spaces.
- (c) Recognize individuals, groups, and businesses who make outstanding contributions to the local arts scene through the mayor's arts awards.
- (d) Support the work of the Parks and Recreation Department through collaborative input, promotion of programs, and volunteer recruitment.
- (e) Promote public awareness and enlist the support of interested individuals, businesses, industry, schools, and civic organizations to further its purpose.
- (f) Encourage the development of the arts in the community including, but not limited to, visual arts, drama, vocal, and instrumental music, dance, historical heritage, humanities, and other art forms.
- (g) Promote and support arts education.
- (h) To have all other powers and duties granted by the city council by resolution.

State Law reference— Open meetings act, **MCL 15.261 et seq.**

Sec. 2-458. – Quorum.

Three members of the Commission shall constitute a quorum for the transaction of business, and the concurring vote of at least three members shall be necessary to take action by such Commission.

Sec. 2-459. – Facilities.

The city council shall provide such meeting quarters, equipment and personnel for the proper functioning of the Commission as it shall deem necessary.

Sec. 2-460. – Compensation.

The members of the Commission shall serve without compensation.

Secs. 2-455 461—2-470. - Reserved.



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

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

IMMEDIATE EFFECT

DEPARTMENT: Law

BRIEF DESCRIPTION: Issam Eid and Hanadi Merhi are requesting a five-month extension of the Lease, until August 1, 2026, for the City-owned property at 5165 Wyoming. The rental rate would increase to \$2,500 per month. Additionally, the City would be permitted to inspect the building within ten (10) business days of the effective date of the Lease Amendment.

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

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

C.R. 3-133-25 approved Issam Eid and Hanadi Merhi's request for a twelve-month extension of the Lease, until March 1, 2026, for the City-owned property at 5165 Wyoming, at the rental rate of \$2,250 per month.

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

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

C.R. 3-133-25 approved Issam Eid and Hanadi Merhi's request to extend the Lease another twelve months, until March 1, 2026, at the rental rate of \$2,250 per month.

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

COMMUNITY IMPACT: N/A

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

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



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: Corporation Counsel

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Request for a five-month extension of the Lease Agreement for the City-owned property at 5165 Wyoming

DATE: December 23, 2025

Summary of Request

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

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

Council Resolution 3-133-25 (attached) approved Issam Eid and Handi Merhi's request for a twelve-month extension of their Lease, until March 1, 2026, at an increased rental rate of \$2,250 per month.

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

It is recommended that Issam Eid and Hanadi Merhi's request to extend the Lease five months, until August 1, 2026, be approved, conditioned upon Issam Eid and Hanadi Merhi paying the increased rental rate of \$2,500 per month. The Lease Amendment will also permit the City to inspect the building within ten (10) business days of the effective date of the Lease Amendment. (Please see attached Third Amendment to Lease Agreement.) All other terms and conditions contained in Council Resolution 7-360-23, Council Resolution 8-415-24, Council Resolution 3-133-25, and the original Lease Agreement dated August 29, 2023 shall remain in effect. No additional extensions shall be granted.

A Resolution requesting immediate effect is attached.

Respectfully submitted,

DocuSigned by:

Rebecca Schultz

C73061A00EB9490...

REBECCA A. SCHULTZ

Assistant Corporation Counsel

APPROVED:

DocuSigned by:

Jeremy Romer

E7A573BA25E3460...

JEREMY J. ROMER

Corporation Counsel



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

RESOLUTION

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

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

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

WHEREAS: Council Resolution 3-133-25 approved Issam Eid and Hanadi Merhi's request for a twelve-month extension of the Lease, until March 1, 2026, at the rental rate of \$2,250 per month, and

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

WHEREAS: It is recommended that Issam Eid and Hanadi Merhi's request to extend the Lease five months, until August 1, 2026, be approved, conditioned upon Issam Eid and Hanadi Merhi paying the increased rental rate of \$2,500 per month; therefore, be it

RESOLVED: That Issam Eid and Hanadi Merhi's request to extend the Lease five months, until August 1, 2026, is granted, conditioned upon Issam Eid and Hanadi Merhi paying the increased rental rate of \$2,500 per month and conditioned upon the City being permitted to inspect the building within ten (10) business days of the effective date of the Lease Amendment; be it further

RESOLVED: That no additional extensions shall be granted; be it further

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

RESOLVED: That all other terms and conditions contained in Council Resolution 7-360-23, Council Resolution 8-415-24, Council Resolution 3-133-25, and the original Lease Agreement dated August 29, 2023 shall remain in effect; be it further

RESOLVED: That this Resolution be given immediate effect.

By Abraham supported by Enos.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

RESOLVED: That this Resolution is given immediate effect.

The resolution was unanimously adopted.

By Abraham supported by Herrick.

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

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

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

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

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

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

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

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

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

RESOLVED: That this resolution be given immediate effect.

The resolution was unanimously adopted.

By Enos supported by Abraham.

3-133-25. WHEREAS: Council Resolution 7-360-23 approved the City's purchase of 5165 Wyoming for \$689,000 with the condition that the Sellers, Issam Eid and Hanadi Merhi, could remain in the property as Lessees for a period not to exceed one year following the closing and pay rent to the City in the amount of \$1,500 per month, commencing on the date of closing, and

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

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

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

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

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

RESOLVED: That no additional extensions shall be granted; be it further

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

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

RESOLVED: That this Resolution be given immediate effect.

The resolution was unanimously adopted.

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

PREMISES: 5165 WYOMING, DEARBORN, MI 48126

This Third Amendment to Lease Agreement is entered into this _____ day of _____, 2026, by and between the CITY OF DEARBORN, a Michigan Municipal Corporation ("Lessor"), whose address is 16901 Michigan Avenue, Dearborn, MI 48126, and ISSAM EID and HANADI MERHI ("Lessees"), whose address is 4 Robindale Ct., Dearborn, MI 48124, to set forth certain amendments to the original Lease Agreement dated August 29, 2023 ("Lease Agreement").

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

1. The Lease term shall be extended an additional five (5) months, commencing on March 1, 2026 and ending on August 1, 2026. In no event shall the Lease term extend beyond August 1, 2026. This extension is the final extension, and no additional extensions will be granted.
2. The rental rate during this Lease extension, commencing on March 1, 2026 and ending on August 1, 2026, shall be Two Thousand Five Hundred Dollars (\$2,500.00) per month.
3. The City shall be permitted to inspect the building at 5165 Wyoming within ten (10) business days of the effective date of this Third Amendment to Lease Agreement.

All other terms and conditions contained in the Lease Agreement dated August 29, 2023, the First Amendment to Lease Agreement dated August 29, 2024, and the Second Amendment to Lease Agreement dated March 24, 2025 not specifically modified by this Third Amendment to Lease Agreement shall remain in full force and effect.

THIS SPACE INTENTIONALLY LEFT BLANK

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

LESSOR:

CITY OF DEARBORN

By: Abdullah H. Hammoud
Mayor, City of Dearborn

STATE OF MICHIGAN)
) SS.
COUNTY OF WAYNE)

On the ____ day of _____, 2026, before me appeared ABDULLAH H. HAMMOUD to me personally known who, being sworn by me, did say that he is the Mayor of the City of Dearborn, and that said instrument was signed on behalf of the City of Dearborn, and said ABDULLAH H. HAMMOUD acknowledged said instrument to be the free act and deed of the City of Dearborn.

Notary Public, Wayne County, MI
My Commission expires:

LESSEES:

ISSAM EID

HANADI MERHI

STATE OF MICHIGAN)
) SS.
COUNTY OF WAYNE)

On the ____ day of _____, 2026, before me appeared ISSAM EID and HANADI MERHI, to me personally known who, being sworn by me, did say that they are the Lessees of the property located at 5165 Wyoming, Dearborn, MI 48126, and that said instrument was signed on their behalf and as their free act and deed.

Notary Public, Wayne County, MI
My Commission expires:



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Amend the City's Shopping Cart Ordinance, Ord. Sec. 13-14

DEPARTMENT: Law and Economic Development

BRIEF DESCRIPTION: The Department of Economic Development and police are currently responsible for abandoned storing shopping carts recovered throughout the City. Due to issues with storage space, and the number of carts being recovered, the following amendments to the ordinance are requested:

- Explicitly making return of recovered carts to owners priority over storage.
- Assessment of a \$100 per cart fee to cover costs associated with recovering and returning carts.
- Limiting temporary impoundment to situations where the business is closed and cannot accept returned carts.
- Assessing a \$25 per-day per-cart fee for impoundment, which shall be in addition to the \$100 per-cart return fee.
- Reducing the impoundment period from 21 days to 3 days.
- Removing language that capped total costs to account for fees related to recovery, storage and notice to owners.

PRIOR COUNCIL ACTION: The current Shopping Cart ordinance was adopted in 2021.

BACKGROUND: Economic Development has identified on-going issues with finding the necessary space to impound shopping carts. This is due to the number of carts being recovered throughout the City, the extended period of time for impoundment under the current ordinance (21 days), and the number of carts that go unrecovered by owners.

The proposed amendments make return of the carts an explicit priority, with storage reserved only for carts that cannot be returned because the business is closed. The amendments also decrease the time in which the carts are impounded, assess a returned cart fee, and remove language capping total costs to incentivize owners to recover their carts and take steps to better control the number of carts being removed from their property, so the City no longer bears that burden.

FISCAL IMPACT: Increased fees to reimburse the City for expenses related to enforcement of this ordinance.

COMMUNITY IMPACT: Reduction in nuisance related issues with abandoned carts in the City.

IMPLEMENTATION TIMELINE: This is an ordinance amendment that requires two readings.

COMPLIANCE/PERFORMANCE METRICS: Under the ordinance, Economic Development is required to provide Council with a quarterly progress report.

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

TO: City Council

FROM: Corporation Counsel

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Amending Shopping Cart Ordinance

DATE: December 24, 2025

The City's Shopping Cart Ordinance regulates the storing, labeling, and recovery of shopping carts in the city. Under the ordinance currently, shopping carts that are found off-premises are recovered and stored by the city for up to 21-days to allow notification and recovery by the cart owners. Unfortunately, due to the number of carts being recovered off-premises, and the extended time owners are taking to recover their carts, the city is running out of space to store carts.

To remedy this issue, the following amendments are proposed:

- Explicitly making return of recovered carts to owners a priority over storage.
- Assessing a \$100 per cart fee to cover costs associated with recovering and returning carts.
- Limiting temporary impoundment to situations where the business is closed and cannot accept returned carts.
- Assessing a \$25 per-day per-cart fee for impoundment, which shall be in addition to the \$100 per-cart return fee.
- Reducing the impoundment period from 21 days to 3 days.
- Removing language that capped total costs to account for fees related to recovery, storage and notice to owners.

A copy of the proposed ordinance is attached for review.

Respectfully submitted,

DocuSigned by:

Bradley Mendelsohn

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BRADLEY J. MENDELSON
Deputy Corporation Counsel

APPROVAL/CONCURRENCE:

Signed by:

Jordan Twardy

1C7ADC7466A843C...

JORDAN TWARDY
Director, Economic Development

ORDINANCE NO.

**AN ORDINANCE TO AMEND SECTION 13-14 OF THE
CODE OF ORDINANCES FOR THE CITY OF DEARBORN,
TITLED "SHOPPING CARTS."**

THE CITY OF DEARBORN ORDAINS TO:

Amend Section 13-14 as follows:

Sec. 13-14. - Shopping carts.

- a) *Intent and purpose.* It is the intent and purpose of this section to regulate the storing, labeling, and recovery of shopping carts and to prohibit any person from the unlawful removal of shopping carts from the premises of the owners, or the abandonment of carts in the city.
- b) *Definitions.* The following words and phrases when used in this section shall the meanings respectively ascribed to them:
 - 1) *Cart corral* shall be mean four freestanding posts connected in such a manner that shopping carts can be stored therein in a compact and orderly fashion. Cart corrals must be at least 12 feet in length
 - 2) *Premises* shall mean the entire private property where a store is located, and shall include any adjacent public parking lot.
 - 3) *Shop, store, grocery, and supermarket* shall mean and include any place that offers merchandise for sale.
 - 4) *Shopping car or cart* shall mean any rolling or nonrolling basket or container such as is used in shops, stores, groceries and supermarkets to hold and/or transport merchandise.
- c) *Cart identification and penalty for violation.* ~~Identification; penalty.~~
 - 1) All shops, stores, groceries and supermarkets making carts available to their customers shall identify their ownership of said carts by attaching thereto, in a permanent manner, a tag or other identification stating the owner of said cart and the store at which the cart is to be maintained or kept in the city. A tag or other identification must include the owner's name, physical address, phone number, and email address. The failure to attach the required identification to a cart, or the failure of such identification to be on a cart at the time it is recovered from abandonment, shall relieve the city of any necessity to notify any owner thereof of the fact that the said cart is in the possession of the city, and shall be deemed abandoned.
 - 2) Violation of this subsection shall be punishable as a civil infraction with a fine of \$250.00, plus any additional costs or penalties imposed by the court.

~~Owners of shopping carts in the city have 90 days from the effective date of this section to attach a tag or other identification required by this section to their carts.~~

d) *Care and storage; penalty for violation.*

- 1) A store owner and/or manager whose store has more than 5,000 square feet shall provide a minimum of two cart corrals. One additional cart corral for every 50 shopping carts over the first 100 will also be required. The corrals should be conveniently located either in the parking lot area serving any store, shop, grocery or supermarket in the city, or in a designated area adjacent to the building where the store, shop, grocery or supermarket operates, wherein shopping carts are made available for use by customers. ~~A cart corral shall be defined as four freestanding posts connected in such a manner that shopping carts can be stored therein in a compact and orderly fashion. The cart corrals must be at least 12 feet in length.~~ Any person removing a shopping cart from the premises of any shop, grocery or supermarket to the adjacent parking lot serving such store shall use the cart corral so provided for deposit of shopping carts.
- 2) A store owner and/or manager whose store has less than 5,000 square feet shall keep and store their shopping carts in a designated area that is immediately adjacent to the building where the store, shop, grocery or supermarket is located.
- 3) All shops, stores, groceries, and supermarkets making carts available to their customers shall, on a daily basis, put all carts left on the premises inside the building or in storage areas so designated on approved plans within one hour after closing of the business to the general public. It shall be the duty of the manager of the business, or person in charge of said business, to comply with enforcement of this section.
- 4) Violation of this subsection shall be punishable as a civil infraction, with a civil fine of \$250.00 plus any additional costs or penalties imposed by the court.

e) *Abandonment prohibited.* It shall be unlawful for any person to abandon or cause to be abandoned any shopping cart from a shop, store, grocery or supermarket on any street, alley or other public place within the city. Carts not located on the premises of a store shall be deemed abandoned. Carts found on adjacent public parking lots shall be considered on the premises and not abandoned.

f) *Returning carts to owner; temporary impoundment at owner's expense; notice to owners of abandoned carts; redemption and disposal; penalties for failure to redeem.*

- 1) *Returning carts to owner; penalty for refusing to accept returned carts.*
Any shopping cart found abandoned on any street, alley or other public

place within the city, shall be returned to the owner or manager identified on the cart identification tag required by subsection (c) of this ordinance during normal business hours. The owner or manager shall accept the returned cart(s) during normal business hours. A fee of \$100.00 per cart shall be assessed against the owner to cover the costs associated with recovering and returning carts found off-premises. Refusal by an owner to accept their recovered carts during normal business hours shall be a violation of this subsection, and shall be punishable by a civil fine of \$250

- 2) *Temporary impoundment at owner's expense.* Any cart that cannot be returned to the owner because the business is closed, or because the cart is missing the required identification, may be impounded by the police city, who shall then notify the cart's owner in writing as identified by the tag or other identification affixed to the cart by mailing and emailing said notice to the addresses listed. Such carts shall may be reclaimed by the owner within 3 calendar days of notice being sent. A storage fee of \$25.00 per day shall be assessed for each cart stored by the city, which shall be in addition to the recovery fee of \$100.00 for each cart when the owner recovers their cart(s) from impound. ~~upon payment of a fee which shall be determined by the Director of the Property Maintenance and Development Services Department or his/her designee, but which shall not exceed \$50.00 per cart.~~
- 3) *Disposal of carts.* Any ~~unclaimed~~ carts not recovered by their owner within 3 calendar days of notice being sent, may be disposed of by the city ~~21 days after notice to the owner.~~ Failure to reclaim an abandoned cart where ownership is identified shall be considered a violation of this section. Carts that are unidentifiable as to ownership shall be deemed abandoned, and may be disposed of by the city ~~21~~ 3 calendar days after impounding.
- 4) *Failure to redeem.* The owner of a shopping cart that fails to redeem a cart within 21 days after being provided with notice pursuant to this section shall be guilty of a civil infraction punishable by a civil fine of \$250.00 per incident, plus any additional costs or penalties imposed by the court. "Per incident" shall be considered any occurrence where city staff respond on a particular date and time to a particular location in the city to collect a cart(s) at that location. Any time a cart(s) is collected at a separate location in the city, regardless of the date or time, shall be considered a separate incident. The location of each incident shall be documented by staff that are called to the scene to collect the cart(s).
- 5) *Owner responsible for cost of disposal.* In addition to any penalties imposed for violating this section, the owner of a shopping cart, as identified the tag or other identification affixed to the cart, shall also be responsible for any costs the city incurs in disposing of any shopping

carts that are not redeemed within 24 ~~3~~ calendar days of being provided with notice pursuant to this section.

~~6) *Total costs capped.* The total cost of penalties, fines, fees, and costs imposed on the owner of a shopping cart under this subsection shall not exceed a total of \$300.00 per cart. The total cost under this subsection is exclusive of fines imposed for violating the ordinance.~~

- g) *Repeat violations.* An increased fine schedule shall be imposed for repeat violations of this section. As used in this section, "repeat violation" means a violation committed within 12 months of an admission or determination of responsibility for a violation of this section occurring with the same shopping cart owner. The increased penalty for a repeat violation shall be \$500.00, plus any additional costs or penalties imposed by the court.
- h) *Enforcement.* Pursuant to section 13-4 of the Code, the police department and the ~~Property Maintenance and Development Services~~ **the Department of Economic Development** shall be responsible for enforcing the provisions of this section.
- i) *Report to Council.* The Director of the Property Maintenance and Development Services Department shall be responsible for providing City Council with a report that provides, at a minimum, the number of carts collected; owner information of each cart; redemption and disposal information; and the penalties, fines, and fees collected. This report shall be provided to Council on a quarterly basis per calendar year.

(Ord. No. 81-134, §§ 1—3, 11-4-81)



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Renewal of the 2021 Library Millage for 6 years.

DEPARTMENT: Law, Finance and Library

BRIEF DESCRIPTION: Request for Council to approve a proposed ballot question to renew the 2021 Library Millage, which is scheduled to expire on June 30, 2027. If approved by voters, the millage would become effective on June 30, 2027.

PRIOR COUNCIL ACTION: Council previously approved proposed ballot questions for the library millage in 2011 and 2021, and both millages were approved by voters. Following approval of the millage in 2021, and in accordance with MCL 397.201, Council increased the millage by less than 1 additional mill.

BACKGROUND: Under MCL 397.201, Council has the sole authority to levy a tax not to exceed 1 mill on the dollar annually on all the taxable property in the city. The tax must be presented to voters as a ballot measure, and if passed, is collected by the city and deposited in a "library fund" for the purpose of funding library operations. If approved, Council may also increase the tax levied by an amount not to exceed 1 additional mill on the dollar annually on all taxable property in the city, which Council did following the renewal in 2021.

The Michigan Department of Attorney General ("AG") has an independent obligation to review proposed ballot language under the Home Rule City Act, Act 279 of 1909. Due to the time required for review, the AG recommends submitting ballot language approved by the legislative body at least 90 days before the filing deadline for the next regular election. In 2026, the next regular election will be held on August 4, 2026. The filing deadline for the August 4 election is May 12, meaning the approved ballot language must be submitted to the AG by February 11, 2026.

FISCAL IMPACT: Annually, following the 2021 renewal, the library millage generates approximately \$4.2 million or nearly 60% of the library's operating budget.

COMMUNITY IMPACT: The millage is necessary to meet the community's ongoing demand for top-level library services.

IMPLEMENTATION TIMELINE: This is a resolution with immediate effect, and will go into effect upon adoption by Council.

COMPLIANCE/PERFORMANCE METRICS: N/A

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

TO: City Council

FROM: Corporation Counsel

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Request for Council to approve a proposed ballot question to renew the 2021 Library Millage

DATE: December 22, 2025

I. Request before Council.

The current library millage, which was renewed by voters in 2011 and 2021, is set to expire on June 30, 2027. If renewed, the millage would go into effect on the expiration date of the current millage.

II. Background information

The process for adoption of the library millage is controlled entirely by state law. Under MCL 397.201, Council has the sole authority to levy a tax not to exceed 1 mill on the dollar annually on all the taxable property in the city. The tax must be presented to voters as a ballot measure, and if passed, is collected by the city and for the purpose of funding library operations. If the millage is approved, Council may also increase the tax levied by an amount not to exceed 1 additional mill on the dollar annually on all taxable property in the city, which Council did following the renewal in 2021.¹

As part of the ballot process, the Michigan Department of Attorney General ("AG") must review the proposed ballot language after it is approved by Council. Due to the time required for review, the AG recommends submitting ballot language approved by the legislative body at least 90 days before the filing deadline for the next regular election. In 2026, the next regular election will be held on August 4, 2026. Under MCL 168.646a(2), any local ballot question must be submitted to the clerk no later than 4 p.m. on the twelfth Tuesday before the election. In this case, the next regular election is August 4, 2026, meaning the approved ballot language must be submitted to the AG by February 11, 2026.

Following approval of the 2021 renewal, the library millage has generated approximately \$4.2 million or nearly 60% of the library's operating budget. If the millage is not renewed, the library will lose this funding. As such, it is recommended that the Council approve the proposed ballot language.

A copy of the resolution with proposed ballot language is attached for review. The proposed ballot language mirrors the previous ballot language for the 2021 renewal, with the value of a mil and financial information updated.

¹ Council levied an additional 0.54 mills, which raised approximately \$2,268,000 in addition to the 1 mil approved by voters.



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

Respectfully submitted,

DocuSigned by:

Bradley Mendelsohn

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BRADLEY J. MENDELSON
Deputy Corporation Counsel

APPROVAL/CONCURRENCE:

DocuSigned by:

Michael Kennedy

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MICHAEL KENNEDY
Finance Director

DocuSigned by:

Patricia Podzikowski

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PATRICIA PODZIKOWSKI
Interim Library Director

Signed by:

Cheryl Hawkins

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CHERYL HAWKINS
Chairperson, Library Commission

RESOLUTION

WHEREAS: The City Council recommends placement of a library millage question on the August 4, 2026 ballot; now therefore be it

RESOLVED: That the City Clerk is directed to submit the library millage question to the voters on August 4, 2026 Primary Election ballot as follows:

Dearborn Library Millage Renewal

Since 2011, Dearborn voters have authorized that 1 mill be solely dedicated to offset the costs of providing library services. Annually, this mill generates approximately \$4,200,000 or nearly 60% of the library's operating budget. If not renewed, necessary reductions to facilities, materials, programming and services.

Shall the City of Dearborn in accordance with State law MCL § 397.201 continue to levy an ad valorem tax not to exceed \$1 per \$1,000 in taxable value (1 mill) for no more than 10 years which will strictly dedicated to fund the operational and capital costs of the library system?

Be it further

RESOLVED: That this resolution be given immediate effect.

**CITY OF DEARBORN
OFFICE OF THE MAYOR
ABDULLAH H. HAMMOUD**



TO: CITY COUNCIL
FROM: MAYOR ABDULLAH H. HAMMOUD
**SUBJECT: APPOINTMENT - WEST DEARBORN DOWNTOWN DEVELOPMENT
AUTHORITY**
DATE: JANUARY 2, 2026

Pursuant to Michigan Public Act Number 57 of 2018 and City of Dearborn Code of Ordinance Section 7-62 and City Charter Section 10.9, the Mayor shall appoint members of the West Dearborn Downtown Development Authority, subject to approval by City Council. Recommendation for the approval of this appointment is made to serve:

Name: Christopher Williams

Status: Appointment

Current Term Ending: 6/30/2027 To complete Christopher Small's term.

Filling a Vacancy For: Christopher Small - resigned on June 20, 2025

Term Duration: 4 Years

Appointment Term Ending: June 30, 2027 (Christopher Small's term ending date)

Type of Membership: Business

Business Name: Ford Land

Business Address: 2450 Carroll Shelby Way, Dearborn, MI 48124

Attendance: N/A

Phone: (517) 652-9805

Email: chris.d.williams74@ford.com

Mailing Address: 1675 18th Street, Wyandotte, MI, 48192

A handwritten signature in black ink, appearing to read 'Abdullah H. Hammoud'.

Abdullah H. Hammoud
Mayor

cc: Economic Development Department
cc: Law Department

**CITY OF DEARBORN
OFFICE OF THE MAYOR
ABDULLAH H. HAMMOUD**



TO: CITY CLERK
FROM: MAYOR ABDULLAH H. HAMMOUD
**SUBJECT: APPOINTMENT - WEST DEARBORN DOWNTOWN DEVELOPMENT
AUTHORITY**
DATE: JANUARY 2, 2026

I hereby certify that the following appointment has been made to the West Dearborn Downtown Development Authority in accordance with the provisions of Michigan Public Act Number 57 of 2018 and City of Dearborn Code of Ordinance Section 7-62 and City Charter Section 10.9.
See C.R. ____ *Insert the CR that confirmed this appointment* ____

Name: Christopher Williams

Status: Appointment

Current Term Ending: 6/30/2027 To complete Christopher Small's term.

Filling a Vacancy For: Christopher Small - resigned on June 20, 2025

Term Duration: 4 Years

Appointment Term Ending: June 30, 2027 (Christopher Small's term ending date)

Type of Membership: Business

Business Name: Ford Land

Business Address: 2450 Carroll Shelby Way, Dearborn, MI 48124

Attendance: N/A

Phone: (517) 652-9805

Email: chris.d.williams74@ford.com

Mailing Address: 1675 18th Street, Wyandotte, MI, 48192

A handwritten signature in black ink, appearing to read 'Abdullah H. Hammoud'.

Abdullah H. Hammoud
Mayor

cc: Economic Development Department
cc: Law Department



Dearborn Commissions Application

First Name

Christopher

Last Name

Williams

Why do you want to join this commission?

In my new role with Ford Land, I am the lead contact for all local gov't & municipality including site development & master planning. It is important for Ford Land to be a partner with the City for site development & interaction with our facilities. Ford Land recently announced our new World Headquarters move in the research campus part of the framework of West Dearborn. I have been engaged on the project level previously with other initiatives with the City to continue site improvements, infrastructure developments, & connections to West Dearborn. I recently just accepted my new role & interested in joining the organization to continue coordination efforts. Ford Land intends to continue this investment & partnership in Dearborn, & I am excited to be a part of & lead for the community interaction.

Commissions & Boards

West Dearborn Downtown Development Authority

Submission Date

15th December 2025

Resume



[Williams Resume Ford Land 092425.pdf](#)

Dearborn Commissions Departments

Economic Development

Home Address

1675 18th Street, Wyandotte, MI, USA

Zip Code

48192

Phone

 15176529805

Email

chris.d.williams74@ford.com

Occupation

Development & Infrastructure Manager

Company

Ford Land

Length of Service

1 Month

Business Address

2450 Carroll Shelby Way, Dearborn, MI 48124

Business Telephone Number

313-296-5246

Level of Education

Master Degree

Name of Educational Institution & Graduation Year

Walsh College

Are you a veteran?

No

Do you Have a Resume?

Yes

Submitted on Dec 15, 2025

Christopher D. Williams

1675 18th Street Wyandotte, MI 48192 • (517) 652-9805 • chris.d.williams74@gmail.com

- Objective** To obtain a position as a Development & Infrastructure Manager representing Ford Land.
- Education**
- | | |
|-------------------------------------|------------------------|
| Walsh College | Troy, MI |
| Master of Business Administration | Graduation: March 2017 |
| Western Michigan University | Kalamazoo, MI |
| Bachelor of Business Administration | Graduation: April 2010 |
| Major: Management, Minor: Economics | |
- Employment**
- CBRE – Ford Land Account Dearborn, MI
Senior Construction Project Manager September 2022 – Present
- Program lead of the Commercial Centralized Infrastructure Budget covering the North American portfolio, driving project pipeline development, validation, resource allocation, budget containment & monthly forecasting of over 100 projects & \$75M annual spend.
 - Developed multiple exterior site projects as part of the R&E Center Master Plan, including the 15-acre Commons landscape park creation, 1,300 stall Exchange Lot, building & wayfinding campus signage overhaul, facility demo site clearing, & various initiatives tied to Oakwood Blvd transformation partnered with multiple municipalities.
- Project Manager* March 2018 – September 2022
- Managed the construction of the R&E Campus \$300M Sitework Infrastructure Program, handling multiple active projects & financial budgeting.
 - Implemented the construction of the Ford Rotunda Lot, supporting testing vehicles with a 42 acre, 3,335 stall secure lot & ground up 4,624 SF operation building.
 - Achieved the pull ahead demolition of 189,000 SF section of the Product Development Center including move out, utility re-routes, two building separations, environmental compliance, demo & backfill supporting campus development.
- Associate Project Manager* May 2017 – February 2018
- Completed & commissioned the two new R&E Parking Decks which totaled 1,187,846 SF & provided 3,881 parking stalls for employees.
 - Lead the full facility demolition & environmental remediation of seven M&O buildings as part of the campus development, with multiple stakeholder compliance.
- Project Analyst* October 2015 – April 2017
- Assisted the Project Management team on the Dearborn Campus Transformation construction project, including financial processing & document retention.
 - Built new department work procedures, captured lessons learned, developed organizational workflows, & supported Internal Control auditing reporting.
- Toshiba Business Solutions Farmington Hills, MI
Aftermarket Sales Specialist September 2012 - October 2015
- Built relationships with over 800 customers & prospective clients to service their technology needs, facility supplies & optimized solutions through cost savings opportunities.
- CDW Corporation Chicago, IL
Sales Account Manager June 2010 - September 2012
- Sold on average \$150,000 worth of hardware & software technology solutions per month, consisting of 80 featured vendor offerings to current & new potential non-profit customers.

MAYOR'S OFFICE



TO: CITY COUNCIL
FROM: MAYOR ABDULLAH H. HAMMOUD
SUBJECT: MICHIGAN MUNICIPAL LEAGUE MEMBERSHIP
DATE: JANUARY 2, 2026

The Mayor's Office requests authorization to renew a city-wide membership with the Michigan Municipal League (MML) for the period of 12/01/2025 - 11/30/2026. The cost of this citywide membership is \$20,007.00.

Membership provides the City of Dearborn with a collective voice in the state's capital on issues that concern the City. Membership also networks the City's elected and top appointed officials with the experience and ability of municipal leaders statewide and provides access to resources used to manage common issues.

Additionally, the MML advocates funding critical services via the use of tax dollars; works with policymakers to focus on economic development initiatives and resources toward built-out communities; works with elected officials to ensure the effective funding of transportation and infrastructure systems; promotes environmental quality and encourages frugal tax dollar usage for environmental protection initiatives; provides publications and online assistance; provides online access to databases and assists cities with the collection, analysis, and interpretation of raw data for use in creating strategies toward future success; provides access to the League's annual wage and salary survey; and offers elected officials the tools needed to make responsible decisions affecting their community via the Elected Officials Academy.

The membership dues for FY25 are budgeted in city-wide account 101-1299-421-65.00.

Immediate effect is requested.

Abdullah H. Hammoud
Mayor



Notice

Michigan Municipal League
1675 Green Road
Ann Arbor, MI 48105
Phone: 734-669-6371
Website: <https://www.mml.org>

Renewal Number	0009944
Document Date	10/1/2025
Due Date	60 Days

City of Dearborn
16901 Michigan Ave., Ste. 20
Dearborn, MI 48126-2967

Membership Renewal for Dearborn
Membership Type: MML Full Member
Membership Term: 12/01/2025 - 11/30/2026

Item	Quantity	Price	Total
MML Full Member Dues	1	\$18,188.00	\$18,188.00
Legal Defense Fund Member Dues	1	\$1,819.00	\$1,819.00

Please make checks payable to:

Michigan Municipal League
PO Box 7409
Ann Arbor, MI 48107-7409

Total:	\$20,007.00
Grand Total:	\$20,007.00
Payment:	\$0.00
Balance:	\$20,007.00

Please sign, date, and return with your payment.

(Signature)

(Date)

MML dues include annual digital or print subscriptions to the Review for your officials valued at \$12.00 per copy.

The Legal Defense Fund is an optional charge. The purpose of the fund is to provide specialized legal assistance to member municipalities in cases that have significant statewide impact.

We love where you live.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Award of contract to install security cameras at Summer Stephens and Lapeer Pools

DEPARTMENT: Parks & Recreation Department in conjunction with Purchasing

BRIEF DESCRIPTION: The Parks & Recreation Department, in conjunction with Purchasing, recommends the award of contract for installation of security cameras at the recently completed Lapeer and Summer Stephens Pools.

PRIOR COUNCIL ACTION:

N/A

BACKGROUND:

Parks & Recreation is seeking City Council approval to install security camera systems at the Summer Stephens and Lapeer pools. These facilities represent major recent investments by the City of Dearborn, and enhanced security is necessary to protect these public assets. Security cameras will help deter vandalism and unauthorized access, support the safety of patrons and staff, and provide valuable documentation in the event of damage or incidents. Approval is requested to allow installation to be completed prior to the 2026 pool season, ensuring both facilities are adequately protected before reopening.

FISCAL IMPACT: \$44,126

COMMUNITY IMPACT: The increased camera coverage will provide added security for residents, guests, pool facilities and Recreation staff.

IMPLEMENTATION TIMELINE: Complete within 60 days of contract execution.

COMPLIANCE/PERFORMANCE METRICS: Parks & Recreation staff will oversee and confirm installation and functionality of the new cameras.

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

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Award of contract to install security cameras at Summer Stephens and Lapeer Pools
DATE: December 23, 2025

Budget Information

Project:	I25805 – Recreation and Parks Security Cameras
Total Approved Project Budget:	\$241,980
Available Project Budget:	\$47,087
Requested Amount:	\$44,126
Funding Source:	Facilities Fund, Recreation, Public Works, Capital Project Support
Supplemental Budget:	N/A

Summary of Request

Purchasing, on behalf of the Parks & Recreation Department, recommends the award of a contract to D/A Central for installation of security cameras to provide coverage of the recently completed Summer Stephens and Lapeer Pools. This will be a Continuity of Professional Services purchase, as D/A Central installed the existing security cameras at the recently completed Ten Eyck Pool, 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 cameras. The resulting contract shall not be binding until fully executed.

Background and Justification

Parks & Recreation is seeking City Council approval to install security camera systems at the Summer Stephens and Lapeer pools. These facilities represent major recent investments by the City of Dearborn, and enhanced security is necessary to protect these public assets. Security cameras will help deter vandalism and unauthorized access, support the safety of patrons and staff, and provide valuable documentation in the event of damage or incidents. Approval is requested to allow installation to be completed prior to the 2026 pool season, ensuring both facilities are adequately protected before reopening.

Procurement Process

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



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, Dir. Parks & Recreation Department

Budget Approval:

DocuSigned by:

Michael Kennedy

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Michael Kennedy, Finance Director/Treasurer

Initial

AK

Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

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Jeremy J. Romer, Corporation Counsel



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Award of Cooperative Contract for Hemlock and Ford Field Inclusive Playgrounds Renovation with Penchura LLC.

Authorize the Finance Director to appropriate \$942,232 of excess investment income from the General Capital Improvement Fund, Fund Balance. Also authorize the Finance Director to transfer available General Fund funds due to the HIAP grant allocation totaling \$2,456,998 from various departments and funds and to recognize and appropriate the transfers.

DEPARTMENT: Parks and Recreation Department, in conjunction with Purchasing

BRIEF DESCRIPTION:

The Parks & Recreation Department recommends the approval of the Ford Field and Hemlock Inclusive Playgrounds with Penchura LLC at a total cost of \$3,399,230, which have been intentionally designed to support the physical, cognitive, sensory, and social-emotional development of children of all abilities. Ford Field features a nautical theme with custom climbers and interactive panels, while the farm-themed Hemlock playground invites socio-dramatic play; both projects prioritize inclusive design through accessible routes, sensory-rich features, and specialized swings to accommodate diverse mobility needs. These renovations will create equitable, welcoming community destinations where all Dearborn families can build confidence, connection, and a sense of belonging.

PRIOR COUNCIL ACTION:

C.R. 7-385-25 – Cherry Hill Park

BACKGROUND:

The Ford Field Inclusive Playground and the farm-themed Hemlock Inclusive Playground were intentionally designed to ensure that children of all abilities can engage in meaningful play that supports physical, cognitive, sensory, and social-emotional development.

Ford Field features a nautical theme with custom climbers, interactive panels, and imaginative elements that encourage problem-solving, collaboration, and creative play. Hemlock's farm theme similarly invites socio-dramatic play through familiar, accessible environments that promote communication, creativity, and peer interaction.

Both playgrounds reflect a shared commitment to inclusive design through accessible routes, varied physical challenges, sensory-rich features, and inclusive swing experiences that support vestibular input, cooperation, and user choice.

By offering swings that accommodate a wide range of abilities and mobility devices, alongside other inclusive play elements, both spaces provide equitable environments that build confidence, connection, and a sense of belonging. These are welcoming community destinations where all Dearborn children and families can play, learn, and grow.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

FISCAL IMPACT: \$3,399,230 (Hemlock: \$1,692,041, Ford Field: \$1,707,189)

Two separate funding sources have been identified requiring recognition and appropriation authorization. Both have a zero-net effect on the General Fund and Departmental budgets for FY2026:

1. **General Capital Improvement Fund Appropriation:** Request to appropriate **\$942,232** of the General Capital Improvement Fund, Fund Balance. This funding is available due to investment income received during FY2024 above the budgeted amount, which resulted in a surplus for FY2024 in the General Capital Improvement Fund.
2. **General Fund Dollars Made Available through HIAP Grant Allocation:** In FY2025, the City received a Health In All Policies (HIAP) Grant totaling \$3,166,700 from the Michigan Department of Health and Human Services (CR8-434-24). A portion of the grant was initially utilized for Traffic Calming measures, and funding for the Air Monitors. Due to tight grant deadlines, the remaining grant amount was applied to other applicable operational items, initially approved with funding from General Fund dollars. This included tree planting / tree trimming services, abatements, neighborhood playscape at Cherry Hill, Crowley Soccer Fields, vector control, PEACE Parks construction and maintenance etc. Utilization of the grant allocation has made available **\$2,456,998** in General Fund funding, which is requested to be transferred to the General Capital Improvement Fund, and recognized and appropriated.

COMMUNITY IMPACT

These initiatives reflect Dearborn's commitment to equity, inclusion, and family-centered public spaces by ensuring children of all abilities can play, connect, and thrive together. By investing in inclusive playgrounds, Dearborn strengthens neighborhood connections, supports healthy child development, and creates welcoming destinations that reflect the needs and voices of its community

IMPLEMENTATION TIMELINE:

Pending Council approval, this project will take approximately 9 months to complete.

COMPLIANCE/PERFORMANCE METRICS: Parks and Recreation will manage this project.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: City Administration

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Award of Contract for Hemlock & Ford Field Playground Renovations with Penchura LLC

DATE: December 30, 2025

Budget Information

Projects:	I26525 Hemlock Inclusive Playscape, I26526 Ford Field Inclusive Playscape
Total Approved Project Budget:	\$0
Available Project Budget:	\$0
Requested Amount:	\$3,399,230 (Hemlock: \$1,692,041, Ford Field: \$1,707,189)
Funding Source:	General Capital Improvement, City Parks, Capital Project Support
Supplemental Budget:	General Capital Improvement Fund Appropriation, General Fund due to HIAP grant allocation

Summary of Request

The Parks & Recreation department, in conjunction with Purchasing, recommends the purchase via a cooperative contract for renovation of Hemlock & Ford Field Playgrounds with Penchura. The contract shall be valid for a one-time purchase.

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

It is also respectfully requested that the Finance Director be authorized to recognize and appropriate as requested from the following two funding sources:

1. **General Capital Improvement Fund Appropriation:** Request to appropriate **\$942,232** of the General Capital Improvement Fund, Fund Balance. This funding is available due to investment income received during FY2024 above the budgeted amount, which resulted in a surplus for FY2024 in the General Capital Improvement Fund.
2. **General Fund Dollars Made Available through HIAP Grant Allocation:** In FY2025, the City received a Health In All Policies (HIAP) Grant totaling \$3,166,700 from the Michigan Department of Health and Human Services (CR8-434-24). A portion of the grant was initially utilized for Traffic Calming measures, and funding for the Air Monitors. Due to tight grant deadlines, the remaining grant was applied to other applicable operational items, initially approved with funding from General Fund dollars. This included tree planting / tree trimming services, vacant land abatements, neighborhood playscape at Cherry Hill, Crowley Soccer Fields, vector control, PEACE Parks construction and maintenance etc. Utilization of the grant allocation has made available **\$2,456,998** in General Fund funding, which is request to be transferred to the General Capital Improvement Fund, and recognized and appropriated.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Background and Justification

The Ford Field Inclusive Playground and the farm-themed Hemlock Inclusive Playground were intentionally designed to ensure that children of all abilities can engage in meaningful play that supports physical, cognitive, sensory, and social-emotional development.

Ford Field features a nautical theme with custom climbers, interactive panels, and imaginative elements that encourage problem-solving, collaboration, and creative play. Hemlock's farm theme similarly invites socio-dramatic play through familiar, accessible environments that promote communication, creativity, and peer interaction.


Both playgrounds reflect a shared commitment to inclusive design through accessible routes, varied physical challenges, sensory-rich features, and inclusive swing experiences that support vestibular input, cooperation, and user choice.

By offering swings that accommodate a wide range of abilities and mobility devices, alongside other inclusive play elements, both spaces provide equitable environments that build confidence, connection, and a sense of belonging. These are welcoming community destinations where all Dearborn children and families can play, learn, and grow.

Procurement Process


This procurement followed the cooperative purchasing process in accordance with Section 2-569 (Cooperative Purchasing) of the Code of the City of Dearborn. The City is eligible to participate in the Sourcwell Cooperative Contract #010521-LSI

Prepared By:

DocuSigned by:

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Mark Rozinsky, Purchasing Manager

Department Approval:

DocuSigned by:

 503098961A7C461...


Sean Fletcher, Parks & Rec Director

Budget Approval:

DocuSigned by:

 F77919D1421447F... 

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

DocuSigned by:

 E7A573BA25E3460...

Jeremy J. Romer, Corporation Counsel



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Authorization to Purchase Mystic Creek Signage, It is also respectfully requested that the Finance Director be authorized to recognize and appropriate \$23,750 of the General Fund Recreation operating budget, from the Mystic Creek Golf Course division, as a transfer to the Facility Fund, and to recognize and appropriate the transfer in project I21526 Mystic Creek Sign Updates.

DEPARTMENT: Parks & Recreation, In Conjunction with Purchasing

BRIEF DESCRIPTION: The Parks & Recreation Department, in Conjunction with Purchasing, recommends the purchase of Mystic Creek Golf Course Signage from Johnson Sign Company

PRIOR COUNCIL ACTION:

C.R. 9-470-25

BACKGROUND:

The Parks & Recreation Department is planning to replace the tee box signs at Mystic Creek with City Council approval. The tee box signs on the course were installed when the course opened in 1997, and are very faded and in some cases damaged. Mystic Creek also has a new logo that was developed about a year ago.

FISCAL IMPACT: \$69,950

COMMUNITY IMPACT:

The updated tee box signs with the new logo will provide a professional, updated sign and improve the overall image of the course

IMPLEMENTATION TIMELINE:

Work to be completed in spring of 2026.

COMPLIANCE/PERFORMANCE METRICS:

Members of the Parks & Recreation staff will confirm adherence to the contract scope of work.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Authorization to Purchase Mystic Creek Signage
DATE: December 22, 2025

Budget Information

Project:	I21526 – Mystic Creek Sign Updates
Total Approved Project Budget:	\$46,200
Available Project Budget:	\$46,200
Requested Amount:	\$69,950
Funding Source:	Facilities Fund, Mystic Creek Golf Course, Public Works Capital Project Support, Operating Supplies,
Supplemental Budget:	General Fund, Recreation, Mystic Creek Golf Course, Operating Supplies, Signs

Summary of Request

The Parks & Recreation Department, in Conjunction with Purchasing, recommends the purchase of Mystic Creek Golf Course Signage from Johnson Sign Company, as a Continuation of Professional Services.

It is also respectfully requested that the Finance Director be authorized to recognize and appropriate \$23,750 of the General Fund Recreation operating budget, from the Mystic Creek Golf Course division, as a transfer to the Facility Fund, and to recognize and appropriate the transfer in project I21526 Mystic Creek Sign Updates.

Background and Justification

The Parks & Recreation Department is planning to replace the tee box signs at Mystic Creek with City Council approval. The tee box signs on the course were installed when the course opened in 1997, and are very faded and in some cases damaged. Mystic Creek also has a new logo that was developed about a year ago. The new tee box signs on each of the 27 holes will have the new logo and the signage color scheme that's being used for signs throughout the Mystic Creek property to provide consistent branding. A number of directional and informational signs will also be updated as part of this project to provide consistent branding throughout the course.

Johnson Sign recently successfully completed projects at Camp Dearborn and Mystic Creek for wayfinding signs, office signs, trail markers and property signs with the new Recreation logo in 2025.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Procurement Process

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

Signature Page

Prepared By:

DocuSigned by:
Jay Andrews
A08826461858403

Jay Andrews, Sr. Buyer

Department Approval:

DocuSigned by:
Sean R Fletcher
503098961A7C461

Sean Fletcher, Parks & Rec Director

Budget Approval:

DocuSigned by:
Michael Kennedy
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Initial
AK

Michael Kennedy, Finance Director/Treasurer

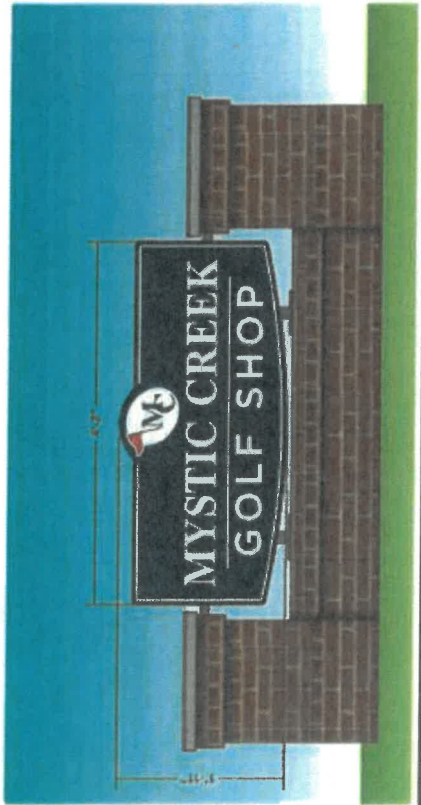
Corporation Counsel Approval:

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

New Golf Course Signage Package

CLUBHOUSE / FACILITY SIGNAGE



(1) 1'-11" X 4'-2" X 2" DEEP SINGLE SIDED CUSTOM SHAPE ALUMINUM BACKER WITH 1/4" FLAT ALUMINUM LETTERS AND LOGO MOUNTED TO THE FIRST SURFACE OF THE ALUMINUM BACKER. SIGN BACKER MOUNTED TO NEW BASE PLATE STANCHIONS BOLTED TO MASONRY BASE. REUSE THE (2) UPPER CROSS MOUNTS.



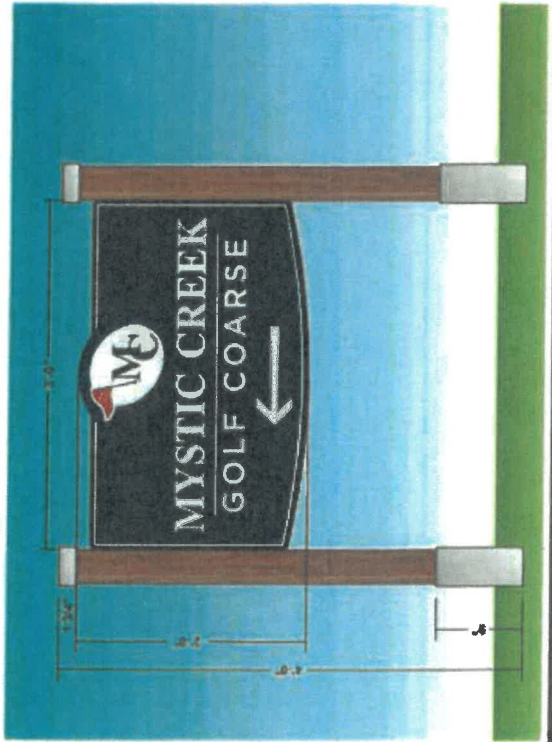
PROPOSED SIGN



EXISTING SIGN

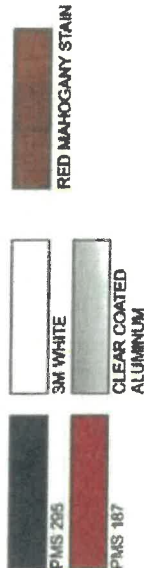
New Golf Course Signage Package

CLUBHOUSE / FACILITY SIGNAGE



SCALE 1" = 1'

(1) 1'-8" X 3' X 2" DEEP SINGLE SIDED CUSTOM SHAPE ALUMINUM BACKER WITH 1/4" FLAT ALUMINUM LETTERS AND LOGO MOUNTED TO THE FIRST SURFACE OF THE ALUMINUM BACKER. SIGN BACKER MOUNTED TO (2) 4" X 4" X 80" CEDAR POST, STAINED RED MAHOAGANY. SIGN IS FITTED WITH 4" ALUMINUM SQUARE TUBE BASE ACCENTS & CAPS. THE SIGN IS INSTALLED IN COMPACTED FOOTINGS.



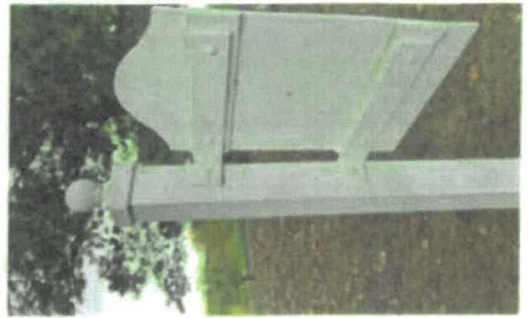
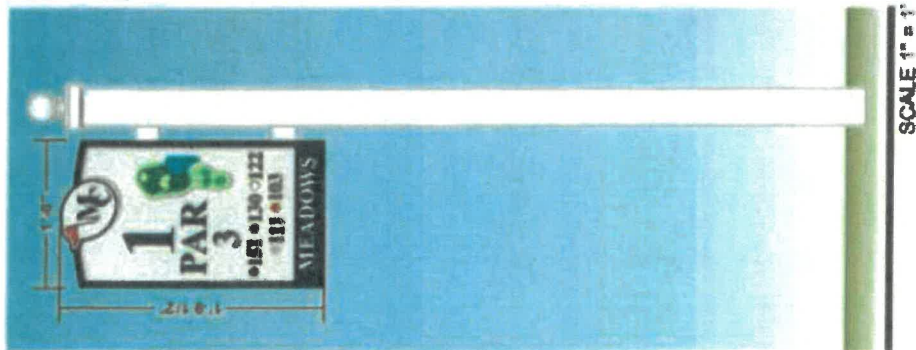
EXISTING SIGN TO BE REPLACED

New Golf Course Signage Package

INITIAL DESIGN CONCEPT



LARGED DETAIL



A. REPLACEMENT OF (9) PER COARSE 2 1/2" TALL x 12" WIDE x 1 1/4" THICK CUSTOM SHAPE ALUMINUM PRECISION ARCHITECTURAL PLAQUES TEE MARKERS ON EXISTING ALUMINUM POST. PAINT EXISTING POLES WHITE. THE PANELS HAVE RAISED TEXT / GRAPHICS WITH DIGITAL PRINT COLOR HOLE GRAPHICS.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Appropriate budget and approve the Contract for Purchase of one 2026 Ford F-150 Truck

DEPARTMENT: Parks & Recreation, in conjunction with Purchasing

BRIEF DESCRIPTION:

Purchasing, on behalf of the Parks & Recreation Department, recommends the Cooperative Contract purchase of one MY 2026 Ford F-150 Truck from Lunghamer Ford. The pricing for the vehicles is based on the 2025 Vehicle State of Michigan Contract #MA240000001208, which expires on August 31, 2029.

PRIOR COUNCIL ACTION:

C.R. 7-359-24

BACKGROUND:

Camp Dearborn looks to replace a 2016 F-150 with 76,000 miles on it. The vehicle has surpassed its expectancy and is becoming unreliable for staff to operate. The 2016 truck has undergone multiple repairs and is planned for disposition once the new truck is acquired. The new truck will be shared by Camp staff for daily operations, including tasks that require leaving the property to pick up materials and supplies.

FISCAL IMPACT:

- \$47,978
-

COMMUNITY IMPACT:

To provide Camp Staff with an additional resource to help maintain the appearance, safety, and functionality of Camp facilities and grounds.

IMPLEMENTATION TIMELINE:

Immediate Effect is requested, as the lead time for these vehicles is three to four months

COMPLIANCE/PERFORMANCE METRICS:

Members of the Parks & Recreation Department will confirm delivery and verify the content and performance of the purchased vehicle.

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

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Award of Contract for Purchase of one Ford F-150 Truck
DATE: December 22, 2025

Budget Information

Adopted Budget: \$ 0
Amended Budget: \$ 0
Requested Amount: \$47,978
Funding Source: Fleet & Equipment Replacement, Camp Dearborn, Recreation, Camping, Capital Equipment, Vehicle
Supplemental Budget: Fleet & Equipment Replacement, Retained Earnings

Summary of Request

Purchasing, on behalf of the Parks & Recreation Department, recommends the Cooperative Contract purchase of one MY 2026 Ford F-150 Truck from Lunghamer Ford. The pricing for the vehicles is based on the 2025 Vehicle State of Michigan Contract # MA240000001208, which expires on August 31, 2029.

Parks & Recreation requests that the Finance Director be authorized to appropriate \$47,978 in the Fleet & Equipment Replacement Fund, Camp Dearborn, Capital Equipment expenditures.

It is respectfully requested that Council authorize the purchase of the F-150. Immediate effect is requested, as the lead time for this vehicle is three to four months.

Background and Justification

Camp Dearborn looks to replace a 2016 F-150 with 76,000 miles on it. The vehicle has surpassed its expectancy and is becoming unreliable for staff to operate. The 2016 truck has undergone multiple repairs and is planned for disposition once the new truck is acquired. The new truck will be shared by Camp staff for daily operations, including tasks that require leaving the property to pick up materials and supplies.

Procurement Process

The procurement process was in accordance with the Procurement Ordinance Section 2-568A (c)(3), State of Michigan extended purchasing program, 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, Dir. Parks & Recreation

Budget Approval:

DocuSigned by:

Michael Kennedy

E77919D1421447E...

Michael Kennedy, Finance Director/Treasurer

Initial

MD

Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

E7A573BA25E3460...

Jeremy J. Romer, Corporation Counsel



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Renewal of Contract with Motorola for Dispatch Console Maintenance Service

DEPARTMENT: The Police Department, in conjunction with Purchasing.

BRIEF DESCRIPTION:

The Police Department, in conjunction with Purchasing, recommends the renewal of the existing contract with Motorola, for Police Dispatch Console Maintenance Service. This is the third of four possible renewals.

PRIOR COUNCIL ACTION:

CR 11-620-22, Approved a one-year contract effective November 22, 2022, with 4, one-year renewals.

BACKGROUND:

The annual maintenance agreement with Motorola for the radio console infrastructure is an essential operational requirement for the Dearborn United Dispatch Center (DUDC). This contract provides comprehensive, preventative, and corrective maintenance for both the primary and redundant radio console positions. Given that these consoles serve as the primary interface for dispatchers to communicate with all field units, the agreement guarantees the necessary factory-level technical support and access to proprietary parts and software updates required to keep the system functioning at peak reliability.

FISCAL IMPACT:

\$70,349

COMMUNITY IMPACT:

Without this dedicated annual maintenance, the center faces vulnerability to system degradation and potential failure, directly compromising the ability of the DUDC to successfully coordinate emergency response operations and ensure the continuity of public safety communications.

IMPLEMENTATION TIMELINE:

Maintenance services will continue without interruption.

COMPLIANCE/PERFORMANCE METRICS:

Police Department staff will confirm adherence to contract terms.

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

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Renewal of Contract with Motorola for Dispatch Console Service
DATE: December 22, 2025

Budget Information

Adopted Budget:	\$73,850
Amended Budget:	\$73,850
Requested Amount:	\$70,349
Funding Source:	General Fund, Police, Dispatch, Repair & Maintenance, Radio Equipment R&M
Supplemental Budget:	N/A

Summary of Request

The Police Department, in conjunction with Purchasing, recommends the renewal of the existing contract with Motorola, for Police Dispatch Console Maintenance Service. This is the third of four possible renewals.

It is respectfully requested that Council authorize this renewal with immediate effect, so as to not interrupt service.

Background and Justification

The annual maintenance agreement with Motorola for the radio console infrastructure is an essential operational requirement for the Dearborn United Dispatch Center (DUDC). This contract provides comprehensive, preventative, and corrective maintenance for both the primary and redundant radio console positions. Given that these consoles serve as the primary interface for dispatchers to communicate with all field units, the agreement guarantees the necessary factory-level technical support and access to proprietary parts and software updates required to keep the system functioning at peak reliability. Without this dedicated annual maintenance, the center faces vulnerability to system degradation and potential failure, directly compromising the ability of the DUDC to successfully coordinate emergency response operations and ensure the continuity of public safety communications.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Signature Page

Prepared By:

DocuSigned by:

Jay Andrews

A06626461858402
Jay Andrews, Sr. Buyer

Department Approval:

DocuSigned by:

Issa Shahin

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Issa Shahin, Police Chief

Budget Approval:

DocuSigned by:

Michael Kennedy

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Michael Kennedy, Finance Director/Treasurer

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MHA

Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

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Jeremy J. Romer, Corporation Counsel



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST:

Approve Contract for Purchase of eight vehicles for DPW from Lunghamer Ford

DEPARTMENT: Department of Public Works, in conjunction with Purchasing

BRIEF DESCRIPTION:

Purchasing, on behalf of the Department of Public Works, recommends the Cooperative Contract purchase of eight vehicles, from Lunghamer Ford. The pricing for the vehicles is based on 2024 Vehicle State of Michigan Contract # MA240000001208, which expires on August 31, 2029.

PRIOR COUNCIL ACTION:

C.R 7-358-25

BACKGROUND:

The Department of Public Works (DPW) is responsible for maintaining critical city infrastructure, including roads, water and sewer systems, public parks, and waste management. To effectively execute these responsibilities, DPW relies on a fleet of specialized vehicles.

FISCAL IMPACT: \$286,567

COMMUNITY IMPACT:

Purchasing a fleet vehicle for city services involves careful consideration of various factors to ensure efficiency, cost-effectiveness, and suitability for the specific needs of the department of Public Works operations.

IMPLEMENTATION TIMELINE:

Immediate Effect is requested, as the lead time for these vehicles is up to four months

COMPLIANCE/PERFORMANCE METRICS:

Members of the DPW Staff will confirm delivery and verify content and performance of the purchased vehicles.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: City Administration

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Award of Contract for Purchase of eight DPW Vehicles

DATE: December 26, 2025

Budget Information

Adopted Budget: \$ 302,792

Amended Budget: \$ 303,357

Requested Amount: \$ 46,174

Funding Source: Fleet & Equipment Replacement, Public Works, Maintenance Rds & Streets, Capital Equipment, Vehicles

Supplemental Budget: N/A

Adopted Budget: \$ 0

Amended Budget: \$ 98,823

Requested Amount: \$ 59,218

Funding Source: Fleet & Equipment Replacement, Sanitation Division, Rubbish Pickup & Disposal, Capital Equipment, Vehicles

Supplemental Budget: Fleet & Equipment Replacement, Retaining Earnings

Adopted Budget: \$ 219,606

Amended Budget: \$ 265,615

Requested Amount: \$ 121,957

Funding Source: Water Fund, Public Works, Water Supply, Capital Equipment, Vehicles

Supplemental Budget: N/A

Adopted Budget: \$ 135,000

Amended Budget: \$ 174,953

Requested Amount: \$ 59,218

Funding Source: Water Fund, Public Works, Engineering, Capital Equipment Vehicles

Supplemental Budget: N/A

Total Requested Amount: \$286,567



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Summary of Request

Purchasing, on behalf of the Department of Public Works, recommends the Cooperative Contract purchase of eight vehicles from Lunghamer Ford. The pricing for the vehicles is based on 2024 Vehicle State of Michigan Contract # MA240000001208, which expires on August 31, 2029

The Department of Public Works requests that the Finance Director be authorized to appropriate \$5,065 in the Fleet & Equipment Replacement Fund, Sanitation Division, Capital Equipment expenditures.

It is respectfully requested that Council authorize the purchase of these vehicles. Immediate effect is requested, as the lead time for these vehicles is up to four months.

DPW							
Ford F-150	Water	COOP	2	Grey	Lunghamer	\$ 46,174	\$ 92,348
Ford F-150	Highways	COOP	1	Blue	Lunghamer	\$ 46,174	\$ 46,174
Maverick XL	Water	COOP	1	Blue	Lunghamer	\$ 29,609	\$ 29,609
Maverick XL	Clean Streets	COOP	2	White	Lunghamer	\$ 29,609	\$ 59,218
Maverick XL	Engineering	COOP	1	White	Lunghamer	\$ 29,609	\$ 29,609
Maverick XL	Engineering	COOP	1	Gray	Lunghamer	\$ 29,609	\$ 29,609
DPW Total			8				\$ 286,567

Background and Justification

The Department of Public Works (DPW) is responsible for maintaining critical city infrastructure, including roads, water and sewer systems, public parks, and waste management. To effectively execute these responsibilities, DPW relies on a fleet of specialized vehicles.

Over time, the department's fleet has experienced wear and tear due to extensive use in challenging environments. Many vehicles have reached or exceeded their expected service life, resulting in increased maintenance costs, reduced efficiency, and occasional disruptions in service delivery.

Procurement Process

The procurement process was in accordance with the Procurement Ordinance Section 2-568A (c)(3) State of Michigan extended purchasing program, 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
A00620401858403...

Jay Andrews, Sr. Buyer, Purchasing

Department Approval:

DocuSigned by:
Tim Hawkins
35BABC85BED3455...

Tim Hawkins, Director, DPW

Budget Approval:

DocuSigned by:
Michael Kennedy
F77919D1421447E

Initial
MD

DS
CJ

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

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



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Award of Contract for Design and Construction Engineering Services for Green Infrastructure Projects to Tetra Tech, Inc. (Dearborn Job No. 2025-034)

DEPARTMENT: Public Works & Facilities – Engineering Division, and Economic Development Department, in Conjunction with Purchasing

BRIEF DESCRIPTION: Purchasing, on behalf of the Engineering and Economic Development Departments, recommends the award of a contract to Tetra Tech, Inc. in the amount of \$394,500. The consultant will provide professional services to identify up to eight (8) feasible sites for green infrastructure projects, develop designs and specifications, and provide construction management and inspection services. The consultant will also ensure compliance with federal requirements, including the Davis-Bacon Act and Section 3.

PRIOR COUNCIL ACTION: N/A

BACKGROUND: The City seeks to implement green infrastructure projects to improve stormwater management. The selected consultant will be responsible for the coordination of all construction activity, quality control, and ensuring contractors perform work in accordance with contract documents. Key responsibilities include the preparation of a Project Work Plan, identification of project sites, and management of the bidding processes.

FISCAL IMPACT: \$394,500.00

COMMUNITY IMPACT: These projects will enhance the City's infrastructure and environmental resilience by managing stormwater effectively through green infrastructure solutions.

IMPLEMENTATION TIMELINE: Project will start upon Council and Contract Approval.

COMPLIANCE/PERFORMANCE METRICS: The contract will be monitored by the City Engineer and the Economic Development Department to ensure adherence to the scope of work and federal compliance requirements.

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

TO: City Council

FROM: City Administration

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Award of Contract for Design and Construction Engineering Services for Green Infrastructure Projects to Tetra Tech, Inc

DATE: December 17, 2025

Budget Information

Project:	B24101, Green Infrastructure CDGB-DR
Total Approved Project Budget:	\$2,255,600
Available Project Budget:	\$1,950,800
Requested Amount:	\$394,500
Funding Source:	Capital Improvement, Economic & Community Dev, Capital Project Support
Supplemental Budget:	N/A

Summary of Request

The Evaluation team on behalf of the Economic Development and Public Works Departments, recommends the award of a contract for Design and Construction Engineering Services for Green Infrastructure Projects to Tetra Tech, Inc. The value of the contract is \$394,500.

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

Background and Justification

The City of Dearborn is utilizing Community Development Block Grant-Disaster Recovery (CDBG-DR) funding to implement up to eight (8) green infrastructure projects, which must be completed by December 2027. This contract will provide qualified, experienced professional design and construction engineering services to assist the City with all facets of project development.

Tetra Tech, Inc. will be responsible for providing all labor, equipment, materials, and supplies necessary to accomplish the scope of work. Key responsibilities include the identification of up to eight (8) feasible sites, development of design and specifications for selected projects, preparation of bid documents, and construction management and inspection services to ensure compliance with federal requirements, including the Davis-Bacon Act and Section 3.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Procurement Process

Purchasing solicited proposals with process details as follows:

Process: Request for Proposal
 Issue Date: September 23, 2025
 Deadline Date: October 29, 2025
 Vendors Solicited: 1,764
 Solicitations Obtained: 148
 Proposals Received: 5

The evaluation process comprised understanding of service, qualifications of team, past performance, and cost. The overall evaluation is as follows:

PROPOSER	TOTAL POINTS
Tetra Tech Inc.	87
Beckett & Raeder	83
Orchard Hiltz & McCliment Inc.	83
The Mannik & Smith Group	82
Wade Trim	82

The procurement process was in accordance with the Procurement Ordinance and all internal policies and procedures. The Purchasing Division requests approval to proceed with the procurement.

Evaluation Team:

DocuSigned by:

Soud EL-Jamaly

8FDE4113637F442...
 Soud EL-Jamaly, City Engineer

Signed by:

Majid Ismail

F732D3E69E3B4E4...
 Majid Ismail, Assistant City Engineer

Signed by:

Regina Sistrunk

1E5FE4F865C14B2...
 Regina Sistrunk, Community Development
 Compliance Officer

Signed by:

Brittany Cook

474C6EC8112443A...
 Brittany Cook, Disaster Recovery Grant Manager



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Resources to Evaluation Team:

DocuSigned by:

Mark Rozinsky

Mark Rozinsky, Purchasing Manager

DocuSigned by:

Bradley Mendelsohn

Brad Mendelsohn, Deputy Corporation Counsel

Signed by:

Megan Davis

Megan Davis, Accountant III

DocuSigned by:

Mehdi Al-Hassan

Mehdi Al-Hassan, Accountant II

Budget Approval:

DocuSigned by:

Michael Kennedy

Michael Kennedy, Finance Director/Treasurer



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Extension of Contract for Natural Gas Purchases from Constellation Energy

DEPARTMENT: Department of Public Works, In conjunction with Purchasing

BRIEF DESCRIPTION: The Department of Public Works, in conjunction with Purchasing, recommends the extension of the existing contract to Constellation Energy for natural gas purchases in order to lock in a rate. We will have the option to blend and extend this rate for up to 5 years. We are requesting approval to lock in a rate at or below the current fixed price of \$2.91/Dth and \$3.99/Dth.

Following a period of market volatility in October 2025, where rates reached approximately \$4.30/Dth, staff have actively monitored the market and identified the current pricing environment as an optimal time to lock in a more favorable rate.

PRIOR COUNCIL ACTION: 8-291-20 – Approved a Sole Source contract with Constellation Energy through March 2026 at locked in rate of \$2.91/Dth for the length of the contract

BACKGROUND: The City of Dearborn is currently under contract with Constellation Energy through March, 2026 for the purchase of natural gas. Locking in a natural gas rate with the ability to “blend and extend” provides important financial stability and predictability for the City of Dearborn, which directly benefits residents and the broader community. By securing a fixed rate, the City is protected from sudden market fluctuations and price spikes that can occur due to weather events, supply disruptions, or broader economic conditions. This stability allows the City to better manage operational costs across municipal buildings and facilities without unexpected increases.

Additionally, locking in a gas rate supports long-term planning and transparency in the City’s budgeting process. Departments can plan their operations more efficiently, and City leadership can make informed decisions with greater confidence about future expenditures.

Overall, securing a natural gas rate demonstrates prudent financial stewardship, cost control, and a commitment to protecting residents from the downstream impacts of energy market volatility while maintaining reliable municipal services throughout the year.

The city uses approximately 87,000 Dth a month.

FISCAL IMPACT: \$TBD (DIFFERENCE OF NEW LOCKED IN UNIT RATE, LESS CURRENT RATE X 480,000 DTH)

IMPACT TO COMMUNITY: For residents, this approach helps safeguard taxpayer dollars by reducing the risk of unplanned budget overruns. Predictable energy costs support responsible fiscal planning and help prevent the need to reallocate funds from other essential services such as public works, infrastructure maintenance, public safety, and community programs.

IMPLEMENTATION TIMELINE: Service will continue uninterrupted with this extension.

COMPLIANCE/PERFORMANCE METRICS: DPW staff will monitor the contract for performance.

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

TO: City Council

FROM: City Administration

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Extension of Contract for Natural Gas Purchases from Constellation Energy

DATE: January 6, 2026

Summary of Request

Purchasing recommends the continued purchase of natural gas from Constellation Energy through an extension with a locked in rate at or below the current fixed price of \$2.91/Dth and \$3.99/Dth, which shall be charged to various departmental utility accounts based on actual usage throughout the term of the agreement.

It is respectfully requested that Council authorize the contract extension and the ability to lock in a rate with immediate effect in order to allow time for execution of the agreement prior to its effective date. The resulting contract shall not be binding until fully executed.

Background and Justification

The City of Dearborn is currently under contract with Constellation Energy through March, 2026 for the purchase of natural gas. The City of Dearborn currently purchases natural gas through a supply agreement with Constellation Energy. This contract has provided the City with stable, predictable natural gas pricing and has protected municipal facilities from market volatility over the last several years. The existing agreement is approaching its expiration, and in order to maintain continuity of service and avoid exposure to fluctuating utility rates, an extension is being recommended.

Constellation has performed reliably throughout the term of the current contract, supplying natural gas to City buildings, Department of Public Works facilities, and other municipal operations without interruption. Their pricing structure has remained competitive within the regional energy market, and the City has benefited from their fixed-rate options, which help stabilize budget planning for the fiscal year.

Given current energy market uncertainties, extending the contract ensures the City can lock in favorable rates and continue receiving dependable service from a known and trusted supplier. An extension also minimizes administrative and operational disruptions that could result from initiating a new procurement process at this time.

The city uses approximately 87,000 Dth a month.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Process

This procurement is in accordance with Section 2-568(b) (6) b, Sole Source Procurement, of the Code of the City of Dearborn. The price was evaluated and determined to be competitive based on the cost analysis described above.

Prepared By:

DocuSigned by:

Mark Rozinsky

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Mark Rozinsky, Purchasing Manager

Department Approval:

DocuSigned by:

Tim Hawkins

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Tim Hawkins, Director/ Public Works &
Facilities

Budget Approval:

DocuSigned by:

Michael Kennedy

F77919D1421447F...

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

DocuSigned by:

Bradley Mendelsohn

4FEFF229CD984BA...

Bradley J. Mendelsohn, Corporation Counsel