



City of Dearborn Heights
6045 FENTON • DEARBORN HEIGHTS, MICHIGAN 48127

Mo Baydoun
Council Chairman

Study Sessions and City Council Meetings shall be attended in person by City Council Members. Members of the public have the option of attending in person or virtually.

**Purpose: 5:30 p.m. CITY COUNCIL STUDY SESSION
- Pension Actuarial Valuation Reports**

6:00 p.m. CITY COUNCIL REGULAR MEETING

Location: City Hall Council Chambers - 6045 Fenton

Date: Tuesday, May 14, 2024

Join Zoom Meeting

<https://us06web.zoom.us/j/88218113672?pwd=vmTzxnsJkWWDVrebaHOByXEhgLbZ49.1>

Meeting ID: 882 1811 3672

Passcode: 608149

One tap mobile

+16468769923,,88218113672#,,,,*608149# US (New York)

+16469313860,,88218113672#,,,,*608149# US

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 646 931 3860 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 408 638 0968 US (San Jose)

Find your local number: <https://us06web.zoom.us/j/kxqfrG58k>

Persons who may wish to contact members of the City Council to provide input or to ask questions on any business that will come before the City Council at the meetings are to contact City Clerk Senia at 313-791-3434 or email at clerks@dearbornheightsmi.gov before 5:00 p.m. on the day of the meeting. For participation during the meeting, click on the Zoom link to enter the meeting room and raise your “zoom” hand to indicate that you have a question. You can also contact the WDHT-TV Staff at any of the above phone numbers.

Council Chairman: (313) 641-0100 • City Clerk: (313) 791-3435
mabaydoun@dearbornheightsmi.gov

**ORDER OF BUSINESS MAY 14, 2024
REGULAR MEETING OF THE DEARBORN HEIGHTS CITY COUNCIL**

1. **CALL OF MEMBERS**

2. **PLEDGE OF ALLEGIANCE**

3. **AGENDA APPROVAL**

4. **APPROVAL OF MINUTES**

A Minutes from the Regular Meeting of April 23, 2024

B Minutes from the Special Meeting of May 7, 2024

5. **PUBLIC HEARINGS AND COMMENT ON AGENDA ITEMS**

6. **FUND TRANSFERS AND CURRENT CLAIMS**

A Claims and ACH/Wire Transfers 6-1 thru 6-80

7. **CONSIDERATION OF BIDS**

8. **REPORTS FROM MAYOR**

A Miller Canfield Letter of Engagement - Drinking Water State Revolving Fund (DWSRF)

9. **REPORTS FROM CITY OFFICIALS**

A Treasurer Hicks-Clayton - Escheatment Policy & Procedure

B Assessor Comer - Appraiser Recommendation for MTT 23-001869 Carriage Park

C Building & Engineering Director Watland - Budget Amendment

D Building & Engineering Director Watland - Truck Leases (3) for Inspectors

E City Engineer Dib - Lower Rouge CSO L-42 Sewer Separation Project: Project Scope Modification - Change Order #5

F Interim Comptroller Turner - Budget Amendment - Emergency Manager Position

G IT Director Cooper - Purchase & Payment - Justice Center UPSs

H IT Director Cooper - Purchase & Payment - Rugged Tablets for Department of Public Works

I Parks & Recreation Director Sower - Allotment for Youth Sports Programs

J Parks & Recreation Director Sower - Summer Fest 2024 - Contract with Antonio's

- K Parks & Recreation Director Sower - Summer Fest 2024 - Liquor License Application
- L Police Operations Director Swope - School Resource Officer Interlocal Cooperation Agreement

10. **PETITIONS FROM CITIZENS**

11. **ORDINANCES AND RESOLUTIONS**

- A Notice of Intent Resolution - 2024 Capital Improvement Bonds Drinking Water State Revolving Fund (DWSRF)
- B Resolution Supporting the Implementation of the Ground Emergency Medical Transportation (GEMT) Program in Michigan

12. **COMMUNICATIONS**

13. **NEW BUSINESS**

- A Business License Renewals - Happy Wealthy 168 LLC, Red Lobster Hospitality LLC, Applebees #8085, Uncle Ray's Place, and 342 Bar & Grill
- B Temporary Food Truck/Tent/Cart License Applications - Burgeratti, Hanky Panky Donuts, Chicken Cheese, and Blazin Hot Wings

14. **MEMBERS OF THE PUBLIC**

- A Comments from Council Members
- B Announcements
- C Public Comments

15. **ADJOURNMENT**

MINUTES APRIL 23, 2024
REGULAR MEETING OF THE DEARBORN HEIGHTS CITY COUNCIL

Approved for
the Agenda of:

05-14-24

24-166 The meeting was called to order at 6:02 p.m. by Council Chairman Mo Baydoun.

Roll Call showed the following:

Present: Council Chairman Mo Baydoun, Council Chair Pro Tem Hassan Ahmad, Councilwoman Nancy Bryer, Councilman Robert Constan, Councilwoman Denise Malinowski Maxwell, Councilman Hassan Saab, Councilman Tom Wencel.

Absent: None.

Also Present: City Clerk Senia, Mayor Bazzi, Treasurer Hicks-Clayton, Building & Engineering Director Watland, City Engineer Dib, Interim Comptroller Turner, Corporation Counsel Farinha, DPW Director Conrad, Fire Chief Brogan, Human Resource Director Hazlett, IT Director Cooper, Library Director McCaffery, Ordinance Enforcement & Animal Control Director Dishroon, Parks & Recreation Director Sower.

The Pledge of Allegiance was led by Mayor Bazzi.

City Council presented a certificate of appreciation to resident Frank Zak for his dedication to the South Dearborn Heights Civic Association Neighborhood Watch Program.

Wayne County Commissioner Knezek gave a presentation regarding county activity related to the City.

24-167 Motion by Councilman Ahmad, seconded by Councilman Constan to approve the Amended Agenda for the Regular Meeting of April 23, 2024 as submitted.

Motion unanimously adopted

24-168 Motion by Councilman Saab, seconded by Councilman Constan to approve the Minutes for the Regular Meeting of April 9, 2024, as outlined in 4-A.

Motion unanimously adopted

24-169 Motion by Councilman Saab, seconded by Councilman Ahmad to approve Current Claims and ACH/Wire Transfers 6-1 through 6-34, 6-37, and 6-39 through 6-46 as submitted.

After further discussion, the motion was amended to reflect the following:

Motion by Councilman Saab, seconded by Councilman Ahmad to approve Current Claims and ACH/Wire Transfers 6-1 through 6-34, 6-37, and 6-39 through 6-46 as submitted, with the removal of Claims 6-20, 6-39, and 6-45.

1	ALLIE BROTHERS	\$4,078.87
2	ALLIED BUILDING SERVICES OF DETROIT	\$1,707.10
3	ALLIED BUILDING SERVICES OF DETROIT	\$2,213.50
4	ALLIED BUILDING SERVICES OF DETROIT	\$2,820.50
5	ALLIED BUILDING SERVICES OF DETROIT	\$7,017.50
6	ALLIED BUILDING SERVICES OF DETROIT	\$1,045.20
7	ALLIED BUILDING SERVICES OF DETROIT	\$1,258.94
8	ALLIED BUILDING SERVICES OF DETROIT	\$2,548.40
9	ALLIED BUILDING SERVICES OF DETROIT	\$1,963.70

10	ALLIED BUILDING SERVICES OF DETROIT	\$7,598.00
11	ALURE INTERNATIONAL, LLC	\$2,000.00
12	AMAZON	\$9,353.58
13	BASSAM SALEH	\$1,750.00
14	CENTRAL WAYNE COUNTY SANITATION	\$7,952.00
15	CENTRAL WAYNE COUNTY SANITATION	\$43,030.92
16	DOWNRIVER UTILITY WASTEWATER AUTH	\$58,719.20
17	DUKE'S ROOT CONTROL INC.	\$3,898.13
18	DYER WELL DRILLING & SERVICE, INC	\$16,500.00
19	ETNA SUPPLY – GRAND RAPIDS	\$1,911.00
20	GRAYS OUTDOOR SERVICES L.L.C.	\$10,000.00
21	GUARDIAN ALARM COMPANY	\$1,784.94
22	HAGOPIAN CLEANING SERVICES	\$3,295.00
23	HOME DEPOT	\$1,535.94
24	HOME DEPOT CREDIT SERVICES	\$3,220.56
25	HOME DEPOT CREDIT SERVICES	\$1,642.51
26	HYDROCORP	\$3,721.50
27	INLINER SOLUTIONS	\$176,527.00
28	JACK DOHENY COMPANY	\$1,718.79
29	JOHNSON CONTROLS, INC.	\$1,740.83
30	MAGIC BUS BAND LLC	\$1,500.00
31	MICHIGAN MUNICIPAL LEAGUE	\$13,191.00
32	MICHIGAN POLY SUPPLIES, INC.	\$1,506.00
33	OAKLAND COUNTY TREASURERS	\$1,808.00
34	OCCMED CONNECT	\$2,004.00
37	PAT MILLIKEN FORD	\$2,795.46
39	PERKINS LAW GROUP	\$1,575.00
40	PRESSURE VESSEL TESTING	\$2,812.24
41	QUAD-TRAN OF MICHIGAN, INC.	\$3,500.80
42	QUAD-TRAN OF MICHIGAN, INC.	\$7,684.00
43	STAPLES	\$3,527.30
44	THE ACCUMED GROUP	\$10,054.14
45	THE LED LION, INC.	\$3,900.00
46	URBAN TREE TRIMMING	\$4,100.00

Motion unanimously adopted

24-170 Motion by Councilman Ahmad, seconded by Councilman Saab to award the bid for City Council Videographer to Keep Creating for a total cost of \$11,200.00, as outlined in 7-A. Per Council Chair Pro Tem Ahmad communication dated April 15, 2024.

Motion unanimously adopted

24-171 Motion by Councilwoman Bryer, seconded by Councilman Constan to award the bid for Concrete Street and Sidewalk Repair to Luigi Fernandi & Son Cement Co. in the amount of \$1,141,849.20, and authorize the Comptroller to return the bid bonds to the unsuccessful bidders. This contract will be for the 2024, 2025, and 2026 construction season, with the option to extend to the 2027 construction season at the City Council's discretion. In addition, authorize the Mayor and Clerk to sign the contract, and the Comptroller and Treasurer to issue payments, as outlined in 7-B. Per DPW Director Conrad communication dated April 16, 2024.

Motion unanimously adopted

24-172 Motion by Councilman Constan, seconded by Councilman Ahmad to approve the licensing increase for the City's current contract with SHI for Microsoft 365 that will end February 2025 to "Step Up" 30 G1 licenses to G3 versions, and add Entra Plan 1 for all users while adding Enterprise Mobility and Security for most laptops, as outlined in the updated material of item 9-A. Per IT Director Cooper communication dated April 16, 2024.

Motion unanimously adopted

24-173 Motion by Councilman Ahmad, seconded by Councilman Constan to receive, note and file the Mayoral Appointments of Department Heads, in accordance with Section 5.15 of the City Charter, as provided by Council Chair Pro Tem Ahmad, as outlined in 9-B. Per Mayor Bazzi communication dated April 22, 2024.

Chief of Staff	Mariana Hernandez
Human Resource Director	Margaret Hazlett
Comptroller	TBD
Public Works Director	Robert Conrad
Fire Chief	Dave Brogan
Police Chief	Jerrod Hart
Ordinance & Animal Control Director	Bill Dishroon
Building & Engineering Director	Eric Watland
CEDD Director	Hassane Jamal
Emergency Management Director	Hussein Farhat
Library Director	Michael McCaffery
Parks & Recreation Director	Kim Sower
IT Director	David Cooper

Ayes: Council Chairman Baydoun, Councilwoman Bryer (originally voted No, but changed her vote to Yes at 7:57 p.m.), Councilman Constan, Councilman Saab.

Nays: Council Chair Pro Tem Ahmad, Councilwoman Malinowski Maxwell, Councilman Wencel.

Absent: None.

Motion adopted

24-174 Motion by Councilman Ahmad, seconded by Councilman Constan to suspend the rules to add to the agenda Item 9-C – Appointment of City Assessor and Item 9-D – Appointment of Corporation Counsel.

Motion unanimously adopted

24-175 Motion by Councilman Ahmad, seconded by Councilman Constan to confirm the Mayoral appointment of the current Assessor Kimberly Comer.

Motion unanimously adopted

24-176 Motion by Councilman Ahmad, seconded by Councilwoman Bryer to confirm the Mayoral appointment of Roger Farinha as Corporation Counsel of the City of Dearborn Heights.

Ayes: Councilwoman Bryer, Councilman Constan.

Nays: Council Chairman Baydoun, Council Chair Pro Tem Ahmad, Councilwoman Malinowski Maxwell, Councilman Saab, Councilman Wencel.

Absent: None.

Motion defeated

24-177 Motion by Councilman Constan, seconded by Councilman Saab to approve the resolution opposing House Bill 4965, and authorize the Clerk to certify the resolution and transmit the resolution to State Representatives Byrnes and Herzberg, Senator Santana, and Governor Whitmer, as outlined in 11-A. Per Mayor Bazzi communication dated April 22, 2024.

Motion unanimously adopted

24-178 Motion by Councilman Ahmad, seconded by Councilman Baydoun to approve the Business License Renewal for Antonio's Cucina Italiana at 26356 Ford, as outlined in 13-A.

Motion unanimously adopted

24-179 Motion by Councilman Saab, seconded by Councilwoman Bryer to adjourn the Dearborn Heights City Council Regular Meeting.

Motion unanimously adopted

The meeting adjourned at 8:39 p.m.

LYNNE M. SENIA
CITY CLERK

MO BAYDOUN
COUNCIL CHAIRMAN

GEORGANNE SEMENIUK
COUNCIL SECRETARY

MINUTES MAY 7, 2024
SPECIAL MEETING OF THE DEARBORN HEIGHTS CITY COUNCIL

Approved for the Agenda of:

05-14-24

24-180 The meeting was called to order at 6:04 p.m. by Council Chairman Mo Baydoun.

Roll Call showed the following:

Present: Council Chairman Mo Baydoun, Council Chair Pro Tem Hassan Ahmad, Councilwoman Nancy Bryer, Councilman Robert Constan, Councilman Hassan Saab, Councilman Tom Wencel.
 Absent: Councilwoman Denise Malinowski Maxwell.
 Also Present: City Clerk Senia, Mayor Bazzi, Building & Engineering Director Watland, Interim Comptroller Turner, Corporation Counsel Farinha, Fire Chief Brogan, Human Resource Director Hazlett, Ordinance Enforcement & Animal Control Director Dishroon, Parks & Recreation Director Sower.

The Pledge of Allegiance was led by Comptroller Turner.

24-181 Motion by Councilman Ahmad, seconded by Councilman Saab to approve the Agenda for the Special Meeting of May 7, 2024 as submitted.

Motion adopted

24-182 Motion by Councilman Ahmad, seconded by Councilman Constan to open the Public Hearing at 6:08 p.m. for the purpose of hearing comments and/or objections, if any, to the proposed Corporate Fund Budget for the City of Dearborn Heights for the Fiscal Year of 2024-2025, as outlined in 5-A.

Motion adopted

24-183 Motion by Councilman Ahmad, seconded by Councilman Constan to close the Public Hearing at 7:57 p.m.

Motion adopted

24-184 Motion by Councilman Saab, seconded by Councilwoman Bryer to adjourn the Dearborn Heights City Council Special Meeting.

Motion adopted

The meeting adjourned at 8:17 p.m.

LYNNE M. SENIA
CITY CLERK

MO BAYDOUN
COUNCIL CHAIRMAN

GEORGANNE SEMENIUK
COUNCIL SECRETARY

Claims 5/14/2024		
Inv Ref#	Vendor	Inv Amt
1	ALL POINTS SERVICING	2,300.00
2	BILL BROWN FORD, INC.	3,405.28
3	BILL'S GARAGE	4,224.83
4	BOWLES BROTHERS SERVICES	3,640.00
5	BRATCHER ELECTRIC INC.	2,450.00
6	CARR'S MOTORCOACH LLC	1,175.00
7	CARR'S MOTORCOACH LLC	1,175.00
8	CARR'S MOTORCOACH LLC	1,250.00
9	CARR'S MOTORCOACH LLC	1,250.00
10	CARR'S MOTORCOACH LLC	1,150.00
11	CARR'S MOTORCOACH LLC	1,300.00
12	CENTRAL WAYNE COUNTY SANITATION	43,920.86
13	CENTRAL WAYNE COUNTY SANITATION	7,952.00
14	DETROIT SALT COMPANY	5,435.64
15	DETROIT SALT COMPANY	5,670.15
16	DETROIT SALT COMPANY	14,977.46
17	DETROIT SALT COMPANY	6,121.01
18	DETROIT SALT COMPANY	14,042.71
19	DETROIT SALT COMPANY	2,870.86
20	DETROIT SALT COMPANY	16,653.17
21	DETROIT SALT COMPANY	8,410.54
22	DORNBOS SIGN INC	2,520.71
23	DUKE'S ROOT CONTROL INC.	9,442.88
24	DUKE'S ROOT CONTROL INC.	24,234.00
25	DUKE'S ROOT CONTROL INC.	16,582.90
26	EJ USA, INC.	4,057.68
27	EJ USA, INC.	4,057.68
28	ENTERPRISE FM TRUST	5,515.38
29	ENTERPRISE FM TRUST	2,312.94
30	ETNA SUPPLY	3,750.00
31	FASTPRINTINGNOW INC.	1,870.00
32	FRAZA	4,080.00
33	GRAYS OUTDOOR SERVICES L.L.C.	11,000.00
34	GREAT LAKES WATER AUTHORITY	9,982.70
35	GREAT LAKES WATER AUTHORITY	344,267.77
36	GUARDIAN ALARM COMPANY	1,662.03
37	HAGOPIAN CLEANING SERVICES	2,357.00
38	HYDROCORP	3,721.50
39	KONICA MINOLTA BUSINESS SOLUTIONS	1,892.68
40	KORTE'S COLLISION	3,648.30
41	LED LION, INC	3,900.00

42	MAS DME, LLC	7,125.00
43	MATTHEW BENDER & CO.	2,321.24
44	MICHIGAN HUMANE SOCIETY	4,832.25
45	MOBILE COMMUNICATION SERV INC	2,750.00
46	NEW IMAGE BUILDING SERVICES, LLC	2,852.01
47	NOVA STAR PRODUCTIONS LLC	3,000.00
48	OAKLAND COUNTY TREASURERS	16,210.50
49	OGLETREE DEAKINS	4,070.00
50	ON TARGET LIVING, LLC	2,112.56
51	O'REILLY RANCILIO P.C.	6,800.00
52	PERF C/O SMIP	10,600.00
53	PERKINS LAW GROUP	1,575.00
54	PLANTE & MORAN PLLC	40,328.63
55	PLANTE & MORAN PLLC	25,688.63
56	PLETKOVIC LAW PLLC	2,175.00
57	PRIORITY WASTE LLC	213,465.28
58	QUAD-TRAN OF MICHIGAN, INC.	4,084.48
59	QUAD-TRAN OF MICHIGAN, INC.	7,684.00
60	RKA PETROLEUM COMPANIES, INC	11,021.56
61	SAAD LAW, PLLC	5,265.00
62	SAFEWARE, INC	3,017.06
63	SITEONE LANDSCAPE SUPPLY, LLC	10,454.75
64	SMITH IMAGING SOLUTIONS	2,741.00
65	STAPLES	1,727.72
66	SYSTEMP CORPORATION	2,929.34
67	THE ACCUMED GROUP	11,476.76
68	THE LIBRARY NETWORK	2,407.66
69	THE LIBRARY NETWORK	2,651.19
70	THE LIBRARY NETWORK	7,727.81
71	THE LIBRARY NETWORK	10,110.35
72	WADE TRIM	12,558.27
73	WADE TRIM	3,532.55
74	WADE TRIM	3,315.00
75	WADE TRIM	18,095.00
76	WADE TRIM	11,380.00
77	WAYNE COUNTY	476,294.79
78	WAYNE COUNTY	4,500.00
79	WAYNE COUNTY	104,144.67
80	WAYNE COUNTY ACCOUNTS RECEIVABLE	1,534.75
# of Invoices: 80 # Due: 80 Totals:		1,674,790.47

All Points Servicing
21196 Van Born Rd
Dearborn Heights, MI 48125

INVOICE

City of Dearborn Heights
24600 Van Born Rd.
Dearborn Heights MI 48125
313-791-6000

Invoice # 2308170

Invoice Date 04/22/2024

Due Date 04/22/2024

Highway Truck 17

Item	Description	Unit Price	Quantity	Amount
Service	Install Vortex Bedliner (Black) on Inside of Box	1000.00	1.00	1,000.00
Service	Install Polyphatic Glaze (White) on Outside of Box	1300.00	1.00	1,300.00
<i>Account # 101-440-932.000</i>				
Subtotal				2,300.00
Total				2,300.00
Amount Paid				0.00
Balance Due				\$2,300.00

Ok to pay
PEL

* INVOICE *

BILL BROWN FORD, INC.

ACCOUNTS DUE AND
PAYABLE BY THE
10th OF THE MONTH

32222 PLYMOUTH RD.
LIVONIA, MICHIGAN 48150
PHONE (734) 421-7000

970669

ACCT. NO

282452B

CLOSING DATE

31MAR24

CITY OF DEARBORN HEIGHTS

1999 N BEECH DALY
DEARBORN HTS MI 48127

AMOUNT ENCLOSED

PLEASE RETURN THIS PORTION WITH YOUR CHECK

\$ _____

APR 15 2024

O. K. to pay

(335-932)

DZ

BILL BROWN FORD, INC.

Repair Order Detail - Customer Copy

RO Number: 970669

RO Status: PREASSIGNED

Customer: DEARBORN HGTS FIRE DEPT

Phone(s): Contact: (313)378-8039

Main: (313)378-8039

Cell: (313)378-8039

Vehicle: 1FDUF4HT7KDA10909

2019 F450

RED

Mileage: 89,442

Payment type: CASH

Waiter: No

Service advisor: 127

Promised time: 06:00 PM

Estimate: 3,563.68

Tag number: T3614

Promised date: 03/15/2024

~~~~~				
A	DIESEL OIL CHANGE			
	DIES	CFC	DIESEL OIL CHANGE	19.95
	Tech(s): 1428			
	FL*2124*S			
			1 KIT - ELEMENT & GASKET	41.95
			- OIL F	
	XO*10W30*QSDF		13 MOTORCRAFT SAE 10W-30	110.50
			WSS-M2C1	
Pts:	152.45	Lbr:	19.95	Other: 0.00 Total Line A: 172.40
Story: 89442 50 PERFORMED DIESEL ENGINE OIL AND OIL FILTER CHANGE. RESET OIL LIFE MONITOR.				
~~~~~				
B	PERFORM BRAKE INSPECTION			
	11	CFC	PERFORM BRAKE INSPECTION	0.00
	Tech(s):			
Pts:	0.00	Lbr:	0.00	Other: 0.00 Total Line B: 0.00
~~~~~				
C	99P--PERFORM MULTIPOINT INSPECTION SHEET			
	99P	C	99P--PERFORM MULTIPOINT INSPECTION SHEET	0.00
	Tech(s):			
Pts:	0.00	Lbr:	0.00	Other: 0.00 Total Line C: 0.00
~~~~~				
D**	FRONT BRAKE PADS MEASURE 5MM (FRONT BRAKE PAD KIT AND 2 FRONT ROTORS			
	06	CFC	FRONT BRAKE PADS MEASURE 5MM (FRONT BRAKE PAD KIT AND 2 FRONT ROTORS	555.00
	Tech(s): 1428			
	HC3Z*2001*E			
			1 KIT - BRAKE LINING	161.50
	PC3Z*1125*B			
			2 ROTOR ASY - BRAKE	646.66
	*W520506*S437			
			1 NUT - HEX.	14.00
Pts:	822.16	Lbr:	555.00	Other: 0.00 Total Line D: 1,377.16
Story: 89442 300 PERFORMED BRAKE INSPECTION FOUND PADS WORN TO 5MM (YELLOW) REMOVED AND REPLACED WORN FRONT PADS AND ROTORS. POST TEST DRIVE OK AT THIS TIME.				
~~~~~				
E**	REAR BRAKE PADS MEASURE 4MM. (REAR BRAKE PAD KIT, 2 ROTORS, 2 INNER HUB SEALS AND 2 AXLE ORINGS			
	06	CFC	REAR BRAKE PADS MEASURE 4MM. (REAR BRAKE PAD KIT, 2 ROTORS, 2 INNER HUB	925.00

# Repair Order Detail - Customer Copy

RO Number: 970669

RO Status: PREASSIGNED

Customer: DEARBORN HGTS FIRE DEPT

Phone(s): Contact: (313)378-8039

Main: (313)378-8039

Cell: (313)378-8039

Vehicle: 1FDUF4HT7KDA10909

2019 F450

RED

Mileage: 89,442

Payment type: CASH

Waiter: No

Service advisor: 127

Promised time: 06:00 PM

Estimate: 3,563.68

Tag number: T3614

Promised date: 03/15/2024

## SEALS AND 2 AXLE ORINGS

Tech(s): 1428

HC3Z*2200*E

1 PAD - BRAKE

170.00

PC3Z*2C026*B

2 ROTOR ASY - BRAKE

626.66

F81Z*1001*BA

2 RING - SEALING

7.16

HC3Z*1S175*C

2 SEAL

126.90

Pts: 930.72 Lbr:

925.00 Other:

0.00 Total Line E:

1,855.72

Story: 89442 500 PERFORMED BRAKE INSPECTION FOUND REAR PADS WORN TO 4MM(YELLOW). REMOVED AND REPLACED WORN PADS AND ROTORS. POST ROAD TEST OK AT THIS TIME.

F** 11 INSTALL CUSTOMER SUPPLIED VALVE STEMS PARTS IN GLOVE BOX

CFC

INSTALL CUSTOMER  
SUPPLIED VALVE STEMS  
PARTS IN GLOVE BOX

0.00

Tech(s): 1428

Pts: 0.00 Lbr:

0.00 Other:

0.00 Total Line F:

0.00

Story: 89442 INSTALLED CUSTOMER PROVIDE VALVE STEM EXTENSION ON INNER REAR WHEEL. REMAINING PARTS AND HARDWARE BAGGED ON THE PASSENGER SEAT.

## Customer Pay

Labor

1,499.95

Parts

1,905.33

Lube

0.00

Sublet

0.00

Miscellaneous/Shop Charge

0.00

Deductible

0.00

Total Charges

3,405.28

Less Insurance/Adjustment

0.00

Sales Tax

0.00

Total

3,405.28



Garage of Taylor, Inc.

# BILL'S GARAGE TOWING & REPAIRS

23219 Van Born Rd.  
Taylor, MI 48180

INVOICE

45313

## INVOICE

STATE REG. F-158444

(313) 291-5416

Printed Date: 04/25/2024

Work Completed: 04/04/2024

CITY OF DEARBORN HEIGHTS

6045 FENTON

Dearborn Heights, MI 48127

Home 313-791-8010

Highway  
Truck 29

2006 Ford - F450 Super Duty - 6L, V8 (363CI) VIN(P)

Lic #: 028*578

Odometer In : 43727

Unit #: 29

Odometer Out : 43744

VIN #: 1FDXF46P9 6EA33935

Part Description / Number	Qty	Sale	Ext	Labor Description	Ext
OIL PAN BOLTS W300002	16.00	4.37	69.92	CHECK AND ADVISE- RUNS BAD -MISSES -PO278	n/c
IDLER PULLEY 2330215	1.00	86.53	86.53	-TECHNICIAN PERFORMED DIAGNOSTIC SCAN, INSPECTED VEHICLE AND DIAGNOSED BAD FUEL INJECTOR, RADIATOR LEAKING, ENGINE OIL PAN LEAKING AND NEEDS SERPENTINE BELT.	
OIL PAN - Diesel Lower 3C3Z 6675 DA	1.00	375.00	375.00	FUEL INJECTOR - Remove & Replace - One,Left	387.50
ALTERNATOR DRIVE BELT - Diesel w/Single Alternator 3C3Z 8620 DB	1.00	114.40	114.40	RUSTED/DAMAGED OIL PAN BOLT REMOVAL	250.00
KIT-ELEMENT&GASK ET-OILF FL2016	1.00	56.66	56.66	ENGINE OIL PAN &/OR GASKET - Remove & Replace - Diesel, Automatic Trans w/o Dual Alternators	612.50
OIL PAN GASKET - Diesel Lower Oil Pan to Bed Plate 3C3Z 6710 BA	1.00	42.78	42.78	RADIATOR - Remove & Replace - Diesel, Automatic Trans	237.50
RADIATOR ASY 6C3Z*8005*A	1.00	609.79	609.79	ALTERNATOR DRIVE BELT - Remove & Replace - Diesel, Automatic Trans w/o Dual Alternators - [Includes: Serpentine and V-Belt type Belt(s).]	312.50
ENGINE OIL 5W40FS	16.00	7.99	127.84	PO# 24-017 Hazardous Materials	10.00
REMAN INJECTOR ASY - FUEL 4C3Z*9E527*ARM	1.00	400.40	400.40		
BOLT *W300014*	4.00	2.87	11.48		
TUBE - FUEL SUPPLY 6E7Z*9A332*A	1.00	130.90	130.90		
HARDWARE - MISCELLANEOUS *W302908*	1.00	40.05	40.05		
EC1-COOLANT EC1	3.00	20.99	62.97		
TUBE 6C3Z 7C410 AA	1.00	106.67	106.67		
TUBE 6C3Z 7R081 CA	1.00	164.44	164.44		
Shop Supplies			15.00		

Account #

101-440-932,000

WARRANTY: PARTS AND LABOR ARE GUARANTEED FOR 3 MONTHS OR 3,000 MILES, WHICHEVER COMES FIRST, UNLESS OTHERWISE NOTED.  
WE DO NOT WARRANTY BRAKE PARTS WE CAN ONLY WARRANTY LABOR FOR 90 DAYS OR 3,000 MILES. CUSTOMER IS RESPONSIBLE  
FOR RETURNING VEHICLE TO OUR FACILITY. WE ARE NOT RESPONSIBLE FOR ANY TOWING OR ROAD SERVICE CHARGES

ALL REPAIRS AND PARTS LISTED WERE  
FURNISHED IN COMPLIANCE WITH MICHIGAN  
AUTO REPAIR ACT (P.A. 3001) X

I, the registered owner, authorize you to perform the above repairs and furnish necessary materials. I understand any cost quoted  
herein is an estimate only. Your employees may operate vehicle for inspection, testing, delivery at my risk. You will not be  
responsible for loss or damage to vehicle or articles left in it. An express Mechanic's Lien is acknowledged on above vehicle to  
secure the amount of repairs thereto, including those from any prior work or repair contract on this vehicle. In the event an attorney  
is retained to foreclose this lien or to bring suit for collection of any  
sums, I agree to pay costs of collection and any  
reasonable attorney fees. Receipt of a copy of this  
order is hereby acknowledged.

CUSTOMER  
SIGNATURE X

REVISED ESTIMATE AUTHORIZED BY

Email Address: [billsgarageoftaylor@gmail.com](mailto:billsgarageoftaylor@gmail.com)

IN PERSON BY PHONE  
TIME INIT

AS REQUIRED BY LAW, AN ESTIMATE  
FOR PARTS, LABOR AND TIME CAN  
BE WRITTEN ON THIS FORM. YOU  
ARE ENTITLED TO A COPY OF THIS  
ORDER AT THE TIME YOU SIGN.

Copyright (c) 2024 Mitchell Repair Information Company, LLC Invoiced 6.1221r



Garage of Taylor, Inc.

# BILL'S GARAGE TOWING & REPAIRS

23219 Van Born Rd.

Taylor, MI 48180

INVOICE

45313

## INVOICE

STATE REG. FEE \$441

(313) 291-5416

Printed Date: 04/25/2024

Work Completed: 04/04/2024

CITY OF DEARBORN HEIGHTS

6045 FENTON

Dearborn Heights, MI 48127

Home 313-791-8010

Highway  
Truck 29

2006 Ford - F450 Super Duty - 6L, V8 (363CI) VIN(P)

Lic #: 028*578

Unit #: 29

VIN #: 1FDXF46P9 6EA33935

Odometer In: 43727

Odometer Out: 43744

Part Description / Number	Qty	Sale	Ext	Labor Description	Ext
---------------------------	-----	------	-----	-------------------	-----



OK to pay  
REL

Account # 101-440-932,000

\$ 4224.83

Org. Estimate 228.13 Revisions 4,001.65 Current Estimate 4,229.78

Revision # 1, Previous Estimate Amount: 228.13, Additional Cost: 4001.65, Revised Estimate: 4229.78, Parts: \$2006.27 Labor: \$1900.00 Sublet: \$0.00 Taxes & Fees: \$195.38 Authorized by: . Date: 4/4/2024. Time: 9:27 AM. Initiated By: Shop. Phone Number - Home: 313-791-8010

Labor:	1,800.00
Parts:	2,414.83
HazMat:	10.00
SubTotal:	4,224.83
Tax:	0.00
Total:	4,224.83

Balance Due: \$4,224.83

WE WARRANT PARTS AND LABOR ARE GUARANTEED FOR 3 MONTHS OR 3,000 MILES, WHICHEVER COMES FIRST, UNLESS OTHERWISE NOTED. WE DO NOT WARRANTY BRAKE PARTS WE CAN ONLY WARRANTY LABOR FOR 90 DAYS OR 3,000 MILES. CUSTOMER IS RESPONSIBLE FOR RETURNING VEHICLE TO OUR FACILITY. WE ARE NOT RESPONSIBLE FOR ANY TOWING OR ROAD SERVICE CHARGES

ALL REPAIRS AND PARTS LISTED WERE FURNISHED IN COMPLIANCE WITH MICHIGAN AUTO REPAIR ACT (PSA-500)

Vehicle Received: 4/4/2024  
I, the undersigned, authorize the above repairs and furnish necessary materials. I understand any cost quoted hereon is an estimate only. Your employees may operate vehicle for inspection, testing, delivery at my risk. You will not be responsible for loss or damage to vehicle or articles left in it. An express Mechanic's Lien is acknowledged on above vehicle to secure the amount of repairs thereto, including those from any prior work or repair contract on this vehicle. In the event an attorney is retained to foreclose this lien or to bring suit for collection of any sums, I agree to pay costs of collection and any reasonable attorney fees. Receipt of a copy of this order is hereby acknowledged.

CUSTOMER  
SIGNATURE X

REVISED ESTIMATE AUTHORIZED BY

Email Address: [billsgarageoftaylor@gmail.com](mailto:billsgarageoftaylor@gmail.com)

IN PERSON BY PHONE  
TIME INIT

Customer Number: 2599  
AS REQUIRED BY MICHIGAN PSRA-500 FOR PARTS, LABOR AND TIME CAN BE WRITTEN ON THIS FORM. YOU ARE ENTITLED TO A COPY OF THIS ORDER AT THE TIME YOU SIGN.

Copyright (c) 2024 Mitchell Repair Information Company, LLC mhrs 5.1221r

# INVOICE

**Bowles Brothers Services, INC.**  
22198 Meriman Rd.  
New Boston, MI 48164

willybowles@msn.com  
+1 (734) 341-9913



## City of Dearborn Heights

Bill to  
City of Dearborn Heights  
6045 Fenton Street  
Dearborn, MI 48127 USA

Ship to  
City of Dearborn Heights  
6045 Fenton Street  
Dearborn, MI 48127 USA

*Highway Department*

### Invoice details

Invoice no.: 1301  
Terms: Net 30  
Invoice date: 04/18/2024  
Due date: 05/18/2024

*Account # 101-440-818,000*

*OK to pay  
RCP*

#	Date	Product or service	Description	Qty	Rate	Amount
1.	04/01/2024	Brush Removal	Ticket 5944- Semi wood removed from DPW	35	\$8.00	\$280.00
2.	04/01/2024	Brush Removal	Ticket 5945- Semi wood removed from DPW	35	\$8.00	\$280.00
3.	04/02/2024	Brush Removal	Ticket 59459- Semi wood removed from DPW	35	\$8.00	\$280.00
4.	04/04/2024	Brush Removal	Ticket 5946- Semi wood removed from DPW	35	\$8.00	\$280.00
5.	04/04/2024	Brush Removal	Ticket 5947- Semi wood removed from DPW	35	\$8.00	\$280.00
6.	04/04/2024	Brush Removal	Ticket 5948- Semi wood removed from DPW	35	\$8.00	\$280.00
7.	04/04/2024	Brush Removal	Ticket 5949- Semi wood removed from DPW	35	\$8.00	\$280.00
8.	04/04/2024	Brush Removal	Ticket 5950- Semi wood removed from DPW	35	\$8.00	\$280.00
9.	04/04/2024	Brush Removal	Ticket 5951- Semi wood removed from DPW	35	\$8.00	\$280.00

10.

*Page  
1 of 2* Page 17 of 364

04/04/2024	Brush Removal	Ticket 5952- Semi wood removed from DPW	35	\$8.00	\$280.00
11. 04/04/2024	Brush Removal	Ticket 5953- Semi wood removed from DPW	35	\$8.00	\$280.00
12. 04/04/2024	Brush Removal	Ticket 5954- Semi wood removed from DPW	35	\$8.00	\$280.00
13. 04/08/2024	Brush Removal	Ticket 5955- Semi wood removed from DPW	35	\$8.00	\$280.00
Total					\$3,640.00

Account # 101-440-818,000

\$3640.00

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Bowles Brothers Services, Inc  
 22198 Merriman Road  
 New Boston, MI 48164

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PAC

**BRATCHER ELECTRIC, INC.**  
ELECTRICAL CONTRACTORS  
GENERATOR SPECIALISTS  
www.bratcherelectric.com

April 1, 2024

Att: Controller  
City of Dearborn Heights  
6045 Fenton, MI. 48127

Re: Spirit Festival Electrical Services  
Canfield Center  
1801 N. Beech Daly  
Dearborn Heights, MI. 48127

Cheryl Frank,

We are pleased to provide you with this estimate for the electrical services and setup for the 2024 Spirit Festival at the Canfield Center. This work can be completed for the sum of \$ 4,900.00 and is based on our site visit and typical work we have provided.

This scope of work for this project includes the following:

- Price includes labor, incidental materials and manlift.
- Check and test after completion.
- Obtain permit and inspection.

This work is based on the following conditions:

- Setup date starts June 3rd, Festival dates June 5th / June 9th, Teardown is June 10th.
- Owner providing materials.
- To accommodate the vendors, please send a list of their requirements before setup.
- Any unforeseen items requiring repair, replacement or safety issues will be brought to your attention before repairs are made.
- Owner to provide clear workspace.
- Our cost is based on standard hours, straight time pay at a 40- hour work week Monday through Friday.
- No other work included at this time.
- Any additional work that may be required will be invoiced separately.
- 50 % deposit required to schedule with payment in full due upon completion.

This price is firm for 30 days and based on current material prices this may need to be adjusted if commodity prices escalate. Bratcher Electric reserves the right to withdraw their bid if not accepted within 30 days.

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SERVING THE ELECTRICAL INDUSTRY FOR OVER 60 YEARS

35728 Van Born Road / Wayne, MI 48184-2050 / (877) 722-0037 Fax (734) 722-0761

# ***BRATCHER ELECTRIC, INC.***

**ELECTRICAL CONTRACTORS**

**GENERATOR SPECIALISTS**

**[www.bratcherelectric.com](http://www.bratcherelectric.com)**

We hope this quote meets with your approval and look forward to working with you on this and any future electrical, cabling and generator projects. Please call with any questions you may have about this estimate, our company or for scheduling.

Thank You.

Sincerely,

Michael Bratcher

**Bratcher Electric, Inc.**

**35728 Van Born Rd.**

**Wayne, MI. 48184**

**734-722-0037 office**

**[mike@bratcherelectric.com](mailto:mike@bratcherelectric.com)**

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**SERVING THE ELECTRICAL INDUSTRY FOR OVER 60 YEARS**

**35728 Van Born Road / Wayne, MI 48184-2050 / (877) 722-0037 Fax (734) 722-0761**



**Bratcher Electric, Inc.**

35728 Van Born Rd.  
Wayne, MI 48184

**INVOICE****Invoice #:** 37310**Invoice Date:** 4/1/2024**P.O. Number:**

Terms

Due on receipt

**Bill To:**

City of Dearborn Heights Comptroller  
6045 Fenton  
Dearborn Heights, MI 48127

**Location:**

City of Dearborn Heights Comptroller  
6045 Fenton  
Dearborn Heights, MI 48127

PROMPT PAYMENT IS ALWAYS APPRECIATED

Description	Amount
ELECTRICAL SETUP AND MAINTENANCE WORK FOR SETTING UP THE 2024 SPIRIT FESTIVAL BEGIN SET UP MONDAY 06/03/2024 FESTIVAL DATES: 06/05/2024-06/09/2024 TO ACCOMMODATE THE VENDORS PLEASE SEND A LIST OF THEIR REQUIREMENTS	2,450.00
691-891 Kim	
THANK YOU, MIKE BRATCHER	

PLEASE INCLUDE INVOICE NUMBER ON YOUR CHECK

SERVICE or FINANCE CHARGES are applicable on  
past due accounts at the rate of 1.5% per month on  
amounts 30 days past due

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

734-722-0037

**Total** \$2,450.00**Payments/Credits** \$0.00**Balance Due** \$2,450.00



**Carr's Motorcoach, LLC.**

**A Charter Bus Company**

(Fax: )  
[www.carrsmotorcoach.com](http://www.carrsmotorcoach.com)  
[sales@carrsmotorcoach.com](mailto:sales@carrsmotorcoach.com)

9370 Livernois Ave.  
Detroit, MI 48204  
313-931-1240  
855-363-7222

**Invoice**

To: Dearborn Heights - Jan  
Debbie Aue  
1801 North Beach Daly  
Dearborn Heights, MI 48127

**Invoice # 8180**

Date Printed: Monday, April 1, 2024

Phone: 313-682-0463 Fax:  
Salesperson: Madison Kappel  
Salesperson Email: [sales@carrsmotorcoach.com](mailto:sales@carrsmotorcoach.com)  
Customer Email: [dreamkeeper75@icloud.com](mailto:dreamkeeper75@icloud.com)

Date	# Vehicles	Size	From	To	
03/26/2024	1	56-PAX	Berwyn Senior Center	FireKeepers Casino	and Return
COST COMPONENTS					
			# Units:	Cost/Unit:	Note: Total:
		Flat Rate	1.00	1175.00	\$1,175.00
Total Cost of Move:					\$1,175.00
Total Cost of Charter:					\$1,175.00
Total Received to Date:					\$0.00
Balance Due: March 27, 2024					\$1,175.00

**Itinerary:**

^In County: \$900.00

^Out of County: \$275.00

*Ken Sower*  
*691-889*



# Carr's Motorcoach, LLC.

9370 Livernois Ave.  
Detroit, MI 48204  
313-931-1240  
855-363-7222

A Charter Bus Company

(Fax: )  
www.carrsmotorcoach.com  
sales@carrsmotorcoach.com

## Invoice

To: Dearborn Heights - Jan  
Debbie Aue  
1801 North Beach Daly  
Dearborn Heights, MI 48127

**Invoice # 8181**

Date Printed: Thursday, May 2, 2024

Phone: 313-791-3600 Fax:  
Salesperson: Madison Kappel  
Salesperson Email: sales@carrsmotorcoach  
Customer Email: dreamkeeper75@icloud.com

<u>Date</u>	<u># Vehicles</u>	<u>Size</u>	<u>From</u>	<u>To</u>	
04/30/2024	1	56-PAX	Berwyn Senior Center	FireKeepers Casino	and Return
COST COMPONENTS					
	<u># Units:</u>	<u>Cost/Unit:</u>	<u>Note:</u>	<u>Total:</u>	
Flat Rate	1.00	1175.00		\$1,175.00	
Total Cost of Move:				\$1,175.00	

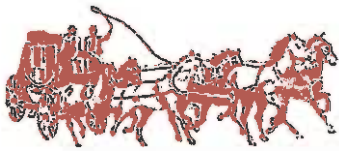
**Total Cost of Charter: \$1,175.00**  
**Total Received to Date: \$0.00**  
**Balance Due: May 1, 2024 \$1,175.00**

### Itinerary:

In County: \$900.00

Out of County: \$275.00

Kim Souer  
691-884



**Carr's Motorcoach, LLC.**

9370 Livernois Ave.  
Detroit, MI 48204  
313-931-1240  
855-363-7222

**A Charter Bus Company**

(Fax: )

www.carrsmotorcoach.com  
sales@carrsmotorcoach.com

**Invoice**

To: Dearborn Heights - Jan  
Abigail Brown  
1801 North Beach Daly  
Dearborn Heights, MI 48127

**Invoice # 8609**

Date Printed: Monday, April 1, 2024

Phone: 313-682-0463 Fax:  
Salesperson: Madison Kappel  
Salesperson Email: sales@carrsmotorcoach  
Customer Email: dreamkeeper75@icloud.com

<u>Date</u>	<u># Vehicles</u>	<u>Size</u>	<u>From</u>	<u>To</u>	
03/01/2024	1	56-PAX	Berwyn Senior Center	Purple Rose Theatre	and Return
<b>COST COMPONENTS</b>					
			<u># Units:</u>	<u>Cost/Unit:</u>	<u>Note:</u>
		Flat Rate	1.00	1250.00	
					<u>Total:</u>
					\$1,250.00
Total Cost of Move:					\$1,250.00
Total Cost of Charter:					\$1,250.00
Total Received to Date:					\$0.00
Balance Due: March 2, 2024					\$1,250.00

**Itinerary:**

In Area: \$950.00

Out of Area: \$300.00

*Karen Souder*  
691-884



**Carr's Motorcoach, LLC.**

**A Charter Bus Company**

(Fax: )  
www.carrsmotorcoach.com  
sales@carrsmotorcoach.com

9370 Livernois Ave.  
Detroit, MI 48204  
313-931-1240  
855-363-7222

**Invoice**

To: Dearborn Heights - Jan  
Abigail Brown  
1801 North Beach Daly  
Dearborn Heights, MI 48127

**Invoice # 8610**

Date Printed: Monday, April 1, 2024

Phone: 313-682-0463 Fax:  
Salesperson: Madison Kappel  
Salesperson Email: sales@carrsmotorcoach  
Customer Email: dreamkeeper75@icloud.com

<u>Date</u>	<u># Vehicles</u>	<u>Size</u>	<u>From</u>	<u>To</u>	
03/20/2024	1	56-PAX	Eton Senior Center	Frankenmuth MI	and Return
<b>COST COMPONENTS</b>					
			<u># Units:</u>	<u>Cost/Unit:</u>	<u>Note:</u>
		Flat Rate	1.00	1250.00	
					<u>Total:</u>
					\$1,250.00
Total Cost of Move:					\$1,250.00
Total Cost of Charter:					\$1,250.00
Total Received to Date:					\$0.00
Balance Due: March 21, 2024					\$1,250.00

**Itinerary:**

in area: \$950.00

out of area: \$300.00

*Karen Souer*  
*691-884*



# Carr's Motorcoach, LLC

A Charter Bus Company

(Fax: )  
www.carrsmotorcoach.com  
sales@carrsmotorcoach.com

9370 Livernois Ave.  
Detroit, MI 48204  
313-931-1240  
855-363-7222

## Invoice

To: Dearborn Heights - Jan  
Abigail Brown  
1801 North Beach Daly  
Dearborn Heights, MI 48127

**Invoice # 8797**

Date Printed: Thursday, May 2, 2024

Phone: 313-791-3600 Fax:  
Salesperson: Madison Kappel  
Salesperson Email: sales@carrsmotorcoach  
Customer Email: dreamkeeper75@icloud.com

<u>Date</u>	<u># Vehicles</u>	<u>Size</u>	<u>From</u>	<u>To</u>
04/08/2024	1	56-PAX	Berwyn Senior Center	Fifth Third Field Toledo Mud and Return
COST COMPONENTS				
	<u># Units:</u>	<u>Cost/Unit:</u>	<u>Note:</u>	<u>Total:</u>
Flat Rate	1.00	1150.00		\$1,150.00
Total Cost of Move:				\$1,150.00

**Total Cost of Charter: \$1,150.00**  
**Total Received to Date: \$0.00**  
**Balance Due: April 9, 2024 \$1,150.00**

### Itinerary:

in area: \$1,000.00

out of area: \$150.00

691-884  
Ken Sower



# Carr's Motorcoach, LLC.

A Charter Bus Company

(Fax:)

www.carrsmotorcoach.com  
sales@carrsmotorcoach.com

9370 Livernois Ave.  
Detroit, MI 48204  
313-931-1240  
855-363-7222

## Invoice

To: Dearborn Heights - Jan  
Abigail Brown  
1801 North Beach Daly  
Dearborn Heights, MI 48127

Invoice # 8858

Date Printed: Thursday, May 2, 2024

Phone: 313-791-3600 Fax:  
Salesperson: Madison Kappel  
Salesperson Email: sales@carrsmotorcoach  
Customer Email: dreamkeeper75@icloud.com

<u>Date</u>	<u># Vehicles</u>	<u>Size</u>	<u>From</u>	<u>To</u>
04/02/2024	1	56-PAX	Eton Senior Center	Whaley Historic House Museum and Return
COST COMPONENTS				
	<u># Units:</u>	<u>Cost/Unit:</u>	<u>Note:</u>	<u>Total:</u>
Flat Rate	1.00	1300.00		\$1,300.00
Total Cost of Move:				\$1,300.00

Total Cost of Charter: \$1,300.00  
Total Received to Date: \$0.00  
Balance Due: April 3, 2024 \$1,300.00

### Itinerary:

in area: \$1,000.00

out of area: \$300.00

691-884  
Ken Souer

**Central Wayne County Sanitation Auth.**

3850 Second St., Suite 170  
Wayne, MI 48184  
USA

Voice: 734-722-9980

Fax: 734-722-9985

**INVOICE**

Invoice Number: 03/24-HHLD-DH

Invoice Date: Mar 31, 2024

Page: 1

*Duplicate*

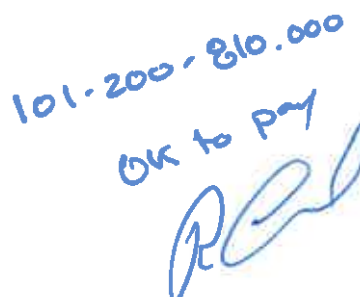
**Bill To:**

City of Dearborn Heights  
Robert Conrad, DPW Director  
6045 Fenton  
Dearborn Heights, MI 48127

**Ship to:**

City of Dearborn Heights  
Robert Conrad, DPW Director  
6045 Fenton  
Dearborn Heights, MI 48127

Customer ID	Customer PO	Payment Terms	
6261		Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		4/30/24

Quantity	Item	Description	Unit Price	Amount
2,346.20		March, 2024 Household Disposal - 2,346.20 tons @ \$18.72 per ton	18.72	43,920.86
				
Subtotal				43,920.86
Sales Tax				
Total Invoice Amount				43,920.86
Payment/Credit Applied				
<b>TOTAL</b>				<b>43,920.86</b>

Check/Credit Memo No:



**CENTRAL WAYNE COUNTY SANITATION AUTHORITY  
ANALYSIS OF 2023/24 HOUSEHOLD TONNAGE  
AS OF MARCH 31, 2024**

	<b>BUDGETED HOUSEHOLD TONNAGE JULY THRU MARCH, 2024</b>	<b>ACTUAL HOUSEHOLD TONNAGE JULY THRU MARCH, 2024</b>	<b>INCREASE/ (DECREASE) IN TONNAGE</b>	<b>PERCENTAGE INCREASE/ (DECREASE) IN TONNAGE</b>
DEARBORN HEIGHTS	18,417.69	20,916.37	2,498.68	13.57%
GARDEN CITY	10,455.13	8,914.28	(1,540.85)	-14.74%
INKSTER	7,559.87	6,519.67	(1,040.20)	-13.76%
WAYNE	5,548.93	5,894.84	345.91	6.23%
WESTLAND	22,086.31	23,568.64	1,482.33	6.71%
<b>TOTAL</b>	<b>64,067.93</b>	<b>65,813.80</b>	<b>1,745.87</b>	<b>2.73%</b>

	<b>2023/24 BUDGETED HOUSEHOLD TONNAGE</b>	<b>PERCENTAGE INCREASE/ (DECREASE) BASED ON JULY THRU MARCH, 2024 TONNAGE</b>	<b>PROJECTED INCREASE/ (DECREASE) IN TONNAGE</b>	<b>BUDGETED TONNAGE MINUS PROJECTED TONNAGE INCREASE/ (DECREASE)</b>	<b>COST OF PROJECTED TONNAGE AT RATE PER TON OF \$18.72</b>
DEARBORN HEIGHTS	24,199.00	13.57%	3,283.02	27,482.02	514,463.33
GARDEN CITY	13,918.00	-14.74%	(2,051.20)	11,866.80	222,146.52
INKSTER	10,617.00	-13.76%	(1,460.85)	9,156.15	171,403.21
WAYNE	7,201.00	6.23%	448.90	7,649.90	143,206.07
WESTLAND	30,070.00	6.71%	2,018.16	32,088.16	600,690.32
<b>TOTAL</b>	<b>86,005.00</b>	<b>2.73%</b>	<b>2,238.03</b>	<b>88,243.03</b>	<b>\$1,651,909.44</b>

	<b>2023/24 BUDGETED HOUSEHOLD AMOUNT</b>	<b>2023/24 HOUSEHOLD AMOUNT BASED ON PROJECTED TONNAGE</b>	<b>PROJECTED BUDGETED SAVINGS (DEFICIT)</b>
DEARBORN HEIGHTS	435,582.00	514,463.33	(78,881.33)
GARDEN CITY	250,524.00	222,146.52	28,377.48
INKSTER	191,106.00	171,403.21	19,702.79
WAYNE	129,618.00	143,206.07	(13,588.07)
WESTLAND	541,260.00	600,690.32	(59,430.32)
<b>TOTAL</b>	<b>\$1,548,090.00</b>	<b>\$1,651,909.44</b>	<b>(\$103,819.44)</b>

<b>PROJECTED THREE YEAR TONNAGE AVERAGE FOR 2023/24</b>	
<b>YEAR</b>	<b>TONNAGE</b>
2021/22	89,421.82
2022/23	87,489.44
2023/24	88,243.03
<b>Total</b>	<b>265,154.29</b>
<b>Projected Three Year Tonnage Average</b>	<b>88,384.76</b>

**Central Wayne County Sanitation Auth.**

3850 Second St., Suite 170  
Wayne, MI 48184  
USA

Voice: 734-722-9980

Fax: 734-722-9985

**INVOICE**

Invoice Number: 04/24-Admin-DH

Invoice Date: Apr 11, 2024

Page: 1

*Duplicate*

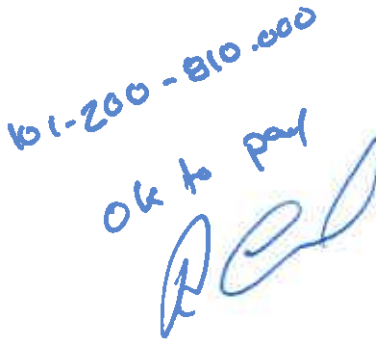
**Bill To:**

City of Dearborn Heights  
Robert Conrad, DPW Director  
6045 Fenton  
Dearborn Heights, MI 48127

**Ship to:**

City of Dearborn Heights  
Robert Conrad, DPW Director  
6045 Fenton  
Dearborn Heights, MI 48127

Customer ID	Customer PO	Payment Terms	
6261		Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		5/11/24

Quantity	Item	Description	Unit Price	Amount
		April, 2024 Administration, Operating & Monofill		7,952.00
				

Subtotal	7,952.00
Sales Tax	
Total Invoice Amount	7,952.00
Payment/Credit Applied	
<b>TOTAL</b>	<b>7,952.00</b>

Check/Credit Memo No:



12841 Sanders Street  
Detroit, MI 48217  
Phone No. 313-841-5144  
Fax No. 313-841-0466  
ar@detroit salt.com

Sell-to  
DEARBORN HEIGHTS CITY  
Matthew Paul  
6045 FENTON  
Dearborn Heights, MI 48127  
UNITED STATES

Ship-to  
DEARBORN HEIGHTS CITY  
CITY OF DEARBORN HEIGHTS  
24600 VAN BORN RD  
DEARBORN HEIGHTS, MI 48125

Invoice No. SIZ4-24107  
Posting Date 01/22/24  
Payment Terms NET 30  
Due Date 02/21/24  
P.O.  
Customer No. MIDEA01

Ticket No.	Date	Order	Location	Product	Qty	Rate	Amount	Tax Amount	Total
873589	01/22/24	SO24-13569	007	ROCK SALT	49.78	\$55.05	\$2,740.39		\$2,740.39
873613	01/22/24	SO24-13569	007	ROCK SALT	48.96	\$55.05	\$2,695.25		\$2,695.25
Invoice Total					98.74		\$5,435.64		\$5,435.64

Total Invoice \$5,435.64

161-440-782.000

OK to pay

Re

QUESTIONS? PLEASE CALL 313-841-5144

FEDERAL ID 38-3341494

PLEASE NOTE: OUR REMITTANCE ADDRESS HAS CHANGED

Please remit payment to: Detroit Salt Company, PO Box 874127 Kansas City, MO 64187-4127



12841 Sanders Street  
Detroit, MI 48217  
Phone No. 313-841-5144  
Fax No. 313-841-0466  
ar@detroit salt.com

Sell-to  
DEARBORN HEIGHTS CITY  
Matthew Paul  
6045 FENTON  
Dearborn Heights, MI 48127  
UNITED STATES

Ship-to  
DEARBORN HEIGHTS CITY  
CITY OF DEARBORN HEIGHTS  
24600 VAN BORN RD  
DEARBORN HEIGHTS, MI 48125

Invoice No. SI24-24285  
Posting Date 01/24/24  
Payment Terms NET 30  
Due Date 02/23/24  
P.O.  
Customer No. MIDBA01

Ticket No.	Date	Order	Location	Product	Qty	Rate	Amount	Tax Amount	Total
874220	01/24/24	SO24-13569	007	ROCK SALT	51.03	\$55.05	\$2,809.20		\$2,809.20
874329	01/24/24	SO24-13569	007	ROCK SALT	51.97	\$55.05	\$2,860.95		\$2,860.95
Invoice Total					103.00		\$5,670.15		\$5,670.15

Total Invoice \$5,670.15

101-440 -782.000

OK to pay

RL

QUESTIONS? PLEASE CALL 313-841-5144

FEDERAL ID 38-3341494

PLEASE NOTE: OUR REMITTANCE ADDRESS HAS CHANGED

Please remit payment to: Detroit Salt Company, PO Box 874127 Kansas City, MO 64187-4127



12841 Sanders Street  
Detroit, MI 48217  
Phone No. 313-841-5144  
Fax No. 313-841-0466  
ar@detroitssalt.com

Sell-to  
DEARBORN HEIGHTS CITY  
Matthew Paul  
6045 FENTON  
Dearborn Heights, MI 48127  
UNITED STATES

Ship-to  
DEARBORN HEIGHTS CITY  
CITY OF DEARBORN HEIGHTS  
24600 VAN BORN RD  
DEARBORN HEIGHTS, MI 48125

Invoice No. SI24-24547  
Posting Date 01/29/24  
Payment Terms NET 30  
Due Date 02/28/24  
P.O.  
Customer No. MIDRA01

Ticket	Date	Order	Depot	Product	Qty	Rate	Amount	Fee Amount	Tax Amount	Total
875628	01/29/24	SO24-13879	007	ROCK SALT	55.65	\$55.05	\$3,063.53			\$3,063.53
875631	01/29/24	SO24-13879	007	ROCK SALT	54.52	\$55.05	\$3,001.33			\$3,001.33
875636	01/29/24	SO24-13879	007	ROCK SALT	51.17	\$55.05	\$2,816.91			\$2,816.91
875644	01/29/24	SO24-13879	007	ROCK SALT	55.30	\$55.05	\$3,044.27			\$3,044.27
875653	01/29/24	SO24-13879	007	ROCK SALT	55.43	\$55.05	\$3,051.42			\$3,051.42
Invoice Total					272.07		\$14,977.46			\$14,977.46

Total Invoice \$14,977.46

101 - 440 - 782.000

OK to pay

QUESTIONS? PLEASE CALL 313-841-5144

FEDERAL ID 38-3341484

PLEASE NOTE: OUR REMITTANCE ADDRESS HAS CHANGED

Please remit payment to: Detroit Salt Company, PO Box 874127 Kansas City, MO 64187-4127

Page 1 of 1



12841 Sanders Street  
Detroit, MI 48217  
Phone No. 313-841-5144  
Fax No. 313-841-0466  
sr@detroit salt.com

Sell-to  
DEARBORN HEIGHTS CITY  
Matthew Paul  
6045 FENTON  
Dearborn Heights, MI 48127  
UNITED STATES

Ship-to  
DEARBORN HEIGHTS CITY  
CITY OF DEARBORN HEIGHTS  
24600 VAN BORN RD  
DEARBORN HEIGHTS, MI 48125

Invoice No. SI24-24641  
Posting Date 01/30/24  
Payment Terms NET 30  
Due Date 02/29/24  
P.O.  
Customer No. MIDEA01

Ticket	Date	Order	Depot	Product	Qty	Rate	Amount	Fee Amount	Tax Amount	Total
875975	01/30/24	SO24-13879	007	ROCK SALT	54.84	\$55.05	\$3,018.94			\$3,018.94
875984	01/30/24	SO24-13879	007	ROCK SALT	56.35	\$55.05	\$3,102.07			\$3,102.07
Invoice Total					111.19		\$6,121.01			\$6,121.01

Total Invoice \$6,121.01

101-440-782-000

OK to pay

REO

QUESTIONS? PLEASE CALL 313-841-5144

FEDERAL ID 38-3341484

PLEASE NOTE: OUR REMITTANCE ADDRESS HAS CHANGED

Please remit payment to: Detroit Salt Company, PO Box 874127 Kansas City, MO 64187-4127

Page 1 of 1



12841 Sanders Street  
Detroit, MI 48217  
Phone No. 313-841-5144  
Fax No. 313-841-0466  
ar@detroitssalt.com

Sell-to  
DEARBORN HEIGHTS CITY  
Matthew Paul  
6045 FENTON  
Dearborn Heights, MI 48127  
UNITED STATES

Ship-to  
DEARBORN HEIGHTS CITY  
CITY OF DEARBORN HEIGHTS  
24600 VAN BORN RD  
DEARBORN HEIGHTS, MI 48125

Invoice No. SI24-25246  
Posting Date 02/08/24  
Payment Terms NET 30  
Due Date 03/09/24  
P.O.  
Customer No. MIDRA01

Ticket No.	Date	Order	Location	Product	Qty	Rate	Amount	Tax Amount	Total
878308	02/08/24	SO24-14136	007	ROCK SALT	48.91	\$55.05	\$2,692.50		\$2,692.50
878309	02/08/24	SO24-14136	007	ROCK SALT	50.30	\$55.05	\$2,769.02		\$2,769.02
878389	02/08/24	SO24-14136	007	ROCK SALT	52.62	\$55.05	\$2,896.73		\$2,896.73
878418	02/08/24	SO24-14136	007	ROCK SALT	51.24	\$55.05	\$2,820.76		\$2,820.76
878424	02/08/24	SO24-14136	007	ROCK SALT	52.02	\$55.05	\$2,863.70		\$2,863.70
Invoice Total					255.09		\$14,042.71		\$14,042.71

Total Invoice \$14,042.71

101-440 - 782.000

Ok to pay

Ref

QUESTIONS? PLEASE CALL 313-841-5144

FEDERAL ID 38-3341484

PLEASE NOTE: OUR REMITTANCE ADDRESS HAS CHANGED

Please remit payment to: Detroit Salt Company, PO Box 874127 Kansas City, MO 64187-4127





12841 Sanders Street  
Detroit, MI 48217  
Phone No. 313-841-5144  
Fax No. 313-841-0466  
ar@detroitsalt.com

Sell-to  
DEARBORN HEIGHTS CITY  
Matthew Paul  
6045 FENTON  
Dearborn Heights, MI 48127  
UNITED STATES

Ship-to  
DEARBORN HEIGHTS CITY  
CITY OF DEARBORN HEIGHTS  
24600 VAN BORN RD  
DEARBORN HEIGHTS, MI 48125

Invoice No. SI24-25313  
Posting Date 02/09/24  
Payment Terms NET 30  
Due Date 03/10/24  
P.O.  
Customer No. MIDRA01

Ticket No.	Date	Order	Location	Product	Qty	Rate	Amount	Tax Amount	Total
878609	02/09/24	SO24-14136	007	ROCK SALT	52.15	\$55.05	\$2,870.86		\$2,870.86
Invoice Total					52.15		\$2,870.86		\$2,870.86

Total Invoice \$2,870.86

101-440-782-000

OK to pay

QUESTIONS? PLEASE CALL 313-841-5144

FEDERAL ID 38-3341494

PLEASE NOTE: OUR REMITTANCE ADDRESS HAS CHANGED

Please remit payment to: Detroit Salt Company, PO Box 874127 Kansas City, MO 64187-4127





12841 Sanders Street  
 Detroit, MI 48217  
 Phone No. 313-841-5144  
 Fax No. 313-841-0466  
 ar@detroitmalt.com

**Sell-to**  
 DEARBORN HEIGHTS CITY  
 Matthew Paul  
 6045 FENTON  
 Dearborn Heights, MI 48127  
 UNITED STATES

**Ship-to**  
 DEARBORN HEIGHTS CITY  
 CITY OF DEARBORN HEIGHTS  
 24600 VAN BORN RD  
 DEARBORN HEIGHTS, MI 48125

**Invoice No.** SI24-26072  
**Posting Date** 03/27/24  
**Payment Terms** NET 30  
**Due Date** 04/26/24  
**P.O.**  
**Customer No.** MIDEA01

Ticket No.	Date	Order	Location	Product	Qty	Rate	Amount	Tax Amount	Total
881773	03/27/24	SO24-14545	007	ROCK SALT	49.68	\$55.05	\$2,734.88		\$2,734.88
881785	03/27/24	SO24-14545	007	ROCK SALT	50.05	\$55.05	\$2,755.25		\$2,755.25
881793	03/27/24	SO24-14545	007	ROCK SALT	50.84	\$55.05	\$2,798.74		\$2,798.74
881809	03/27/24	SO24-14545	007	ROCK SALT	49.78	\$55.05	\$2,740.39		\$2,740.39
881811	03/27/24	SO24-14545	007	ROCK SALT	50.30	\$55.05	\$2,769.02		\$2,769.02
881828	03/27/24	SO24-14545	007	ROCK SALT	51.86	\$55.05	\$2,854.89		\$2,854.89
<b>Invoice Total</b>					<b>302.51</b>		<b>\$16,653.17</b>		<b>\$16,653.17</b>

**Total Invoice**

**\$16,653.17**

101 440 - 782 - 000

Ok to pay

*Paul*

QUESTIONS? PLEASE CALL 313-841-5144

FEDERAL ID 38-3341484

PLEASE NOTE: OUR REMITTANCE ADDRESS HAS CHANGED

Please remit payment to: Detroit Salt Company, PO Box 874127 Kansas City, MO 64187-4127



12841 Sanders Street  
Detroit, MI 48217  
Phone No. 313-841-5144  
Fax No. 313-841-0466  
ar@detroit salt.com

Sell-to  
DEARBORN HEIGHTS CITY  
Matthew Paul  
6045 FENTON  
Dearborn Heights, MI 48127  
UNITED STATES

Ship-to  
DEARBORN HEIGHTS CITY  
CITY OF DEARBORN HEIGHTS  
24600 VAN BORN RD  
DEARBORN HEIGHTS, MI 48125

Invoice No. S124-24005  
Posting Date 01/19/24  
Payment Terms NET 30  
Due Date 02/18/24  
P.O.  
Customer No. MIDEA01

Ticket No.	Date	Order	Location	Product	Qty	Rate	Amount	Tax Amount	Total
872994	01/19/24	SO24-13569	007	ROCK SALT	51.51	\$55.05	\$2,835.63		\$2,835.63
873090	01/19/24	SO24-13569	007	ROCK SALT	51.80	\$55.05	\$2,851.59		\$2,851.59
873156	01/19/24	SO24-13569	007	ROCK SALT	49.47	\$55.05	\$2,723.32		\$2,723.32
Invoice Total					152.78		\$8,410.54		\$8,410.54

Total Invoice \$8,410.54

101-440-782.000

Ok to pay

*[Signature]*

QUESTIONS? PLEASE CALL 313-841-5144

FEDERAL ID 38-3341484

PLEASE NOTE: OUR REMITTANCE ADDRESS HAS CHANGED

Please remit payment to: Detroit Salt Company, PO Box 874127 Kansas City, MO 64187-4127

Dornbos Sign, Inc.  
619 W. Harris

# INVOICE

Charlotte MI 48813  
United States  
Phone 517-543-4000  
Fax 517-543-4044

Invoice Number: INV74653  
Invoice Date: 3/7/2024  
Terms: NET 30  
Due Date: 4/6/2024  
Amount Due: \$2,520.71

BILL TO	SHIP TO
DEARBORN HEIGHTS DPW EMAIL INVOICE lparker@cl.dearborn-heights.mi.us  Attn: Frank Polsinell	DEARBORN HEIGHTS DPW 24600 VAN BORN  DEARBORN HEIGHTS MI 48125 USA-D Attn: Frank Polsinell Ship Via: UPS PREPAID

YOUR ORDER NO.	DESCRIPTION
#10869	DEARBORN HEIGHTS DPW

Item ID/Description	Quantity	UM	Disc%	Price	Amount
S-R1-1 30X30 HIP	25	EA		\$51.62	\$1,290.50
STOP 30X30 W/R HIP *DSS 2024					
CB-12X12W HIP	5	EA		\$11.15	\$55.75
12X12 COVERED BLANK WHITE HIP S/F RC SH					
CB-12X18W HIP	20	EA		\$14.50	\$290.00
12X18 COVERED BLANK WHITE HIP S/F RC SH					
CB-NS-12X18Y HIP	10	EA		\$14.50	\$145.00
12X18 COVERED BLANK YELLOW HIP S/F RC SH					
CB-18X24W HIP	5	EA		\$25.50	\$127.50
18X24 COVERED BLANK WHITE HIP 3930 S/F RC SH					
CB-NS-30X30 YELLOW HIP SQUARE	5	EA		\$53.10	\$265.50
30X30 COVERED BLANK YELLOW HIP S/F 080 RC SH					
CB-12X06W HIP	10	EA		\$8.90	\$89.00
12X6 COVERED BLANK WHITE HIP S/F RC SH					

OK to pay  


Account # 101-440-787,000

Subtotal: \$2,263.25  
Freight \$257.46  
Sales Tax: \$0.00  
Total: \$2,520.71



# INVOICE

DEARBORN HEIGHTS, CITY  
24600 Van Born Rd  
Dearborn Heights MI 48125  
USA

Document Number <b>24036</b>	Document Date <b>04/22/2024</b>	Page <b>1/1</b>
Customer No. <b>C-018153</b>	Contact / Phone / Email <b>LEonard PARKER</b> <b>313-791-6009</b> <b>lparker@cl.dearborn-heights.mi.</b>	

Duke's Job Number <b>2981</b>	PO Number
----------------------------------	-----------

Payment Terms  
**Net 30**

Shipping Type	FOB Point
---------------	-----------

Delivery Address  
**DEARBORN HEIGHTS, CITY**  
24600 VAN BORN  
DEARBORN HEIGHTS MI 48125  
USA

## Invoice Remarks

Service Dates: April 1 - April 7, 2024

## Job Details

CCTV-2304-Dearborn Heights ER-2412

Description	Quantity	UoM	Price	Total
10" CCTV Only	568.5		\$ 0.75	\$ 426.38
12" CCTV Only	22		\$ 0.75	\$ 16.50
Emergency Response - Cleaning	24		\$ 250.00	\$ 6,000.00
Emergency Response - CCTV	12		\$ 250.00	\$ 3,000.00

Invoice Subtotal: **\$ 9,442.88**

Total Before Tax: **\$ 9,442.88**

Total Tax Amount: **\$ 0.00**

**Total Amount: \$ 9,442.88**

**Balance Due: \$ 9,442.88**

Account # 552-540-818,030

OK to pay  
*[Signature]*

## Remittance Address

Duke's Root Control, Inc.  
400 Airport Rd., Suite E  
Elgin, IL 60123



Tax ID No.: 75-3026801

Website: www.dukes.com

## Accounting

Phone: 800-447-6687

Fax: 315-475-4203

E-Mail: accounts@dukes.com



## INVOICE

Document Number <b>24038</b>	Document Date <b>04/22/2024</b>	Page <b>1/1</b>
---------------------------------	------------------------------------	--------------------

Customer No. <b>C-018153</b>	Contact / Phone / Email <b>LEonard PARKER</b> <b>313-791-6009</b> <b>lparker@cl.dearborn-heights.mi.</b>
---------------------------------	-------------------------------------------------------------------------------------------------------------------

Duke's Job Number <b>2981</b>	PO Number
----------------------------------	-----------

Payment Terms  
**Net 30**

**DEARBORN HEIGHTS, CITY**  
24600 Van Born Rd  
Dearborn Heights MI 48125  
USA

Shipping Type	FOB Point
---------------	-----------

Delivery Address  
**DEARBORN HEIGHTS, CITY**  
24600 VAN BORN  
DEARBORN HEIGHTS MI 48125  
USA

### Invoice Remarks

Service Dates: April 8 - April 14, 2024

### Job Details

CCTV-2304-Dearborn Heights ER-2412

Description	Quantity	UoM	Price	Total
12" CCTV Only	736.2		\$ 0.75	\$ 552.15
8" CCTV Only	1,575.8		\$ 0.75	\$ 1,181.85
Emergency Response - Cleaning	53		\$ 250.00	\$ 13,250.00
Emergency Response - CCTV	37		\$ 250.00	\$ 9,250.00

Invoice Subtotal: **\$ 24,234.00**

Total Before Tax: **\$ 24,234.00**

Total Tax Amount: **\$ 0.00**

**Total Amount: \$ 24,234.00**

**Balance Due: \$ 24,234.00**

Account # 592-540-818,030

### Remittance Address

Duke's Root Control, Inc.  
400 Airport Rd., Suite E  
Elgin, IL 60123



Tax ID No.: 75-3026801

Website: www.dukes.com

### Accounting

Phone: 800-447-6687

Fax: 315-475-4203

E-Mail: accounts@dukes.com



# INVOICE

Document Number  
**24166**

Document Date  
**04/29/2024**

Page  
**1/1**

Customer No.  
**C-018153**

Contact / Phone / Email  
**LEonard PARKER**  
**313-791-6009**  
**lparker@cl.dearborn-heights.mi**

Duke's Job Number  
**2981**

PO Number

Payment Terms  
**Net 30**

Shipping Type

FOB Point

Delivery Address  
**DEARBORN HEIGHTS, CITY**  
24600 VAN BORN  
DEARBORN HEIGHTS MI 48125  
USA

**DEARBORN HEIGHTS, CITY**  
24600 Van Born Rd  
Dearborn Heights MI 48125  
USA

## Invoice Remarks

Service Dates: April 15 - April 21, 2024

## Job Details

CCTV-2304-Dearborn Heights ER-2412

Description	Quantity	UoM	Price	Total
10" CCTV Only	375.8		\$ 0.75	\$ 281.85
15" CCTV Only	339		\$ 0.75	\$ 254.25
8" CCTV Only	2,562.4		\$ 0.75	\$ 1,921.80
Emergency Response - Cleaning	30		\$ 250.00	\$ 7,500.00
Emergency Response - CCTV	26.5		\$ 250.00	\$ 6,625.00

Invoice Subtotal: **\$ 16,582.90**

Total Before Tax: **\$ 16,582.90**

Total Tax Amount: **\$ 0.00**

**Total Amount: \$ 16,582.90**

**Balance Due: \$ 16,582.90**

Ok to pay  
*[Signature]*

Account # 552-540-818.030

## Remittance Address

Duke's Root Control, Inc.  
400 Airport Rd., Suite E  
Elgin, IL 60123



Tax ID No.: 75-3026801

Website: www.dukes.com

## Accounting

Phone: 800-447-6687

Fax: 315-475-4203

E-Mail: accounts@dukes.com



**ej**

EJ USA, Inc.  
PO Box 644873  
Pittsburgh, PA 15264-4873  
800 626 4653

# Invoice 110240026345

Invoice Date 04/26/24  
Due Date 05/27/24  
Order No. 0001707669  
Customer No. 20018070  
Customer PO DAVE B  
Job Name  
Job Number S2

Bill To:

Ship To:

City of Dearborn Heights  
Attention Accounts Payable  
6045 Fenton Avenue  
Dearborn Heights MI 48127

City of Dearborn Heights  
DEPARTMENT OF PUBLIC WORKS  
24600 Van Born - NO DELIVERIES BTWN  
Dearborn Heights MI 48125

Line	Item No.	Description	Sales Price	Inv. Qty	Amount
10	83405D	Tracking Info: PRO# Carrier: TMS Integration only  5BR250 DFD HYD 5'6" 2DTP HSTRZ OL RED  <i>ORDERED ON 3-28-24 D.B.</i> <i>592-537-791.000</i> <i>OK to pay</i>	4,057.68	1	4,057.68

*****Electronic payment fraud is on the rise. If EJ makes a banking change in the future it will be verbally communicated in advance. Please contact EJ immediately if you receive ANY notification of electronic payment changes.*****

Please include the invoice number on all payment remittance information.

For electronic payments, please send all remittance information to: [americas.ar@ejco.com](mailto:americas.ar@ejco.com).

Ordered By:  
City of Dearborn Heights  
Attention Accounts Payable  
6045 Fenton Avenue  
Dearborn Heights MI 48127

Payment Terms Net 30 Days  
Delivery Terms Ex-Works  
Delivery Date 04/26/24  
Delivery Ticket 4334343  
Delivery Method EJ Truck

Order Total	\$4,057.68
Tax	
Charges	

Thank you for your business. We are driven to deliver unparalleled customer service.

Pay this amount:  
**\$4,057.68 USD**

A monthly finance charge will be added to any unpaid balance which is not paid when due. The finance charges are computed by a periodic rate of 1.5% per month (from and after the due date), which is an annual percentage rate of 18% applied to the unpaid balances after deducting payments made before the due date and or credits. Payments received on account are applied against the amounts first due.

We hereby certify that these goods were produced in compliance with all applicable requirements of Sec. 6, 7, & 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Sec. 14 thereof.

Current Terms and Conditions are available at [ejco.com](http://ejco.com)

**Please Remit To:**  
ACH Payment  
PNC Bank  
Routing Number: 021052053  
Account Number: 45487629  
[americas.ar@ejco.com](mailto:americas.ar@ejco.com)

**Check Payment**  
EJ USA, Inc.  
PO Box 644873  
Pittsburgh, PA 15264-4873

**ej**

EJ USA, Inc.  
PO Box 644873  
Pittsburgh, PA 15264-4873  
800 626 4653

# Invoice

## 110240026401

Invoice Date	04/26/24
Due Date	05/27/24
Order No.	0001712672
Customer No.	20018070
Customer PO	DAVE
Job Name	.
Job Number	S2

Bill To:

Ship To:

City of Dearborn Heights  
Attention Accounts Payable  
6045 Fenton Avenue  
Dearborn Heights MI 48127

City of Dearborn Heights  
DEPARTMENT OF PUBLIC WORKS  
24600 Van Born - NO DELIVERIES BTWN  
Dearborn Heights MI 48125

Line	Item No.	Description	Sales Price	Inv. Qty.	Amount
	Tracking Info:	PRO# Carrier: TMS Integration only			
10	83405D	5BR250 DFD HYD 5'6" 2DTP HSTRZ OL RED  <i>ON ORDER 3-4-24</i> <i>DB</i> <i>512-537-791.000</i> <i>OK to pay</i> <i>[Signature]</i>	4,057.68	1	4,057.68
***Electronic payment fraud is on the rise. If EJ makes a banking change in the future it will be verbally communicated in advance. Please contact EJ immediately if you receive ANY notification of electronic payment changes.***   Please include the invoice number on all payment remittance information.   For electronic payments, please send all remittance information to: <a href="mailto:americas.ar@ejco.com">americas.ar@ejco.com</a>.					

Ordered By:  
City of Dearborn Heights  
Attention Accounts Payable  
6045 Fenton Avenue  
Dearborn Heights MI 48127

Payment Terms    Net 30 Days  
Delivery Terms    Ex-Works  
Delivery Date      04/26/24  
Delivery Ticket    4334343  
Delivery Method    EJ Truck

Order Total	\$4,057.68
Tax	
Charges	

Thank you for your business. We are driven to deliver unparalleled customer service.

Pay this amount:  
**\$4,057.68 USD**

A monthly finance charge will be added to any unpaid balance which is not paid when due. The finance charges are computed by a periodic rate of 1.5% per month (from and after the due date), which is an annual percentage rate of 18% applied to the unpaid balances after deducting payments made before the due dates and or credits. Payments received on account are applied against the amounts first due.

We hereby certify that these goods were produced in compliance with all applicable requirements of Sec. 6, 7, & 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Sec. 14 thereof.

Current Terms and Conditions are available at [ejco.com](http://ejco.com)

**Please Remit To:**  
ACH Payment  
PNC Bank  
Routing Number: 021052053  
Account Number: 45487629  
[americas.ar@ejco.com](mailto:americas.ar@ejco.com)

**Check Payment**  
EJ USA, Inc.  
PO Box 644873  
Pittsburgh, PA 15264-4873





**FLEET MANAGEMENT**

ENTERPRISE FM TRUST

Enterprise Fleet Management Customer Billing

PO BOX 800089

Kansas City, MO 64180-0089

>00859 00031979 F002D CG01 11464



CITY OF DEARBORN HEIGHTS - FIRE DEPARTM

6045 Fenton St

DEARBORN HEIGHTS, MI 48127-3287



00031979 F002D CG01 00859 1/5

APR 17 2024

O.K. to pay  
(335-981)  
\$ 5,515.38  
15/11

# Monthly Statement

Apr 3, 2024

Statement Number: 577071-040324

Customer Number: 577071

**CITY OF DEARBORN HEIGHTS - FIRE DEPARTM**  
**6045 Fenton St**  
**DEARBORN HEIGHTS, MI 48127-3287**



**FLEET MANAGEMENT**

Billing Solutions Team

[ARBilling@efleets.com](mailto:ARBilling@efleets.com)

1-866-556-2864

## Combined Summary



Account	Previous Balance	Payments	Adjustments	New Charges	New Balance	Amount Due
Monthly Invoice	\$10,123.63	(\$5,024.13)	(\$4,683.62)	\$5,099.50	\$5,515.38	\$5,515.38
Total amount due:						<b>\$5,515.38</b>

### Total amount due: \$5,515.38

Payment is due upon receipt, late if not paid by 2024-04-20

For additional billing details or to enroll  
in autopay, visit Billing » Statements at:  
<https://login.efleets.com>

**Late payment warning:** Past due items are subject to a  
Finance Charge of 1.5% per month (annual rate of 18%)

Enterprise FM Trust, a Delaware statutory trust, is the owner of the vehicle covered by this Schedule. Enterprise FM Trust (not Enterprise Fleet Management) is and shall be deemed to be the Lessor of such vehicle under the Master Lease Agreement and shall have all rights and obligations of the Lessor under the Master Lease Agreement with respect to such vehicle. All rental and other payments owed by the Lessee with respect to such vehicle under the Master Lease Agreement shall be paid to Enterprise Fleet Management in its capacity as the servicer for Enterprise FM Trust. All references in Sections 11(a) (Insurance) and 12 (Indemnity) of the Master Lease Agreement to the "Lessor" shall include any servicer(s) and/or other agent(s) for or of Enterprise FM Trust.

The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by FM Trust, and are payable at the direction of FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.

00031979 F0020 CG01 00859 2/5

Return Address:

**CITY OF DEARBORN HEIGHTS - FIRE DEPARTM**  
**6045 Fenton St**  
**DEARBORN HEIGHTS, MI 48127-3287**

Please return bottom portion with your payment

Statement Number	<b>577071-040324</b>
Payment Due Date	<b>2024-04-20</b>
Current Month Charges (FBN5011730)	<b>\$5,024.13</b>
Other Charges**	<b>\$491.25</b>
Total Amount Due	<b>\$5,515.38</b>

Mail To:

**Enterprise FM Trust**  
Enterprise Fleet Management Customer Billing  
PO Box 800089  
Kansas City, MO 64180-0089  
United States

Amount Enclosed:

\$

Make check payable to:

**ENTERPRISE FM TRUST**

** Other Charges include total of previous balances, finance charges,  
and adjustments less payments received

For additional payment options, visit  
Billing » Statements at: <https://login.efleets.com>

STATEMENT OF DEARBORN HEIGHTS - FIRE DEPARTMENT



# Payments Received

For additional billing details and past charges or to enroll in autopay, visit Billing » Statements at <https://myhls.streets.com>

Date	Cust Num	Type	Reference #	Total Payment	Paid To:	Monthly Invoices	Out of Cycle Invoices	Unapplied	Lease Prepayment
2024-04-01	577071	Check	0191321	(\$5,024.13)		(\$5,024.13)	-	-	-
			Payment Totals	(\$5,024.13)		(\$5,024.13)	-	-	-

Statement Number: 577071-040324  
Statement Date: 2024-04-03  
Customer: CITY OF DEARBORN HEIGHTS - FIRE DEPARTM  
Adjustments

# Adjustments

Date	Item ID	Type	Adjustment	To: Monthly Invoices	Out of Cycle Invoices	Unapplied	Lease Prepayments
2024/04/03	Multiple		(\$4,683.62)	(\$4,683.62)	-	-	-
Adjustment Totals			(\$4,683.62)	(\$4,683.62)	-	-	-

For additional billing details and past charges or to enroll in autopay  
visit Billing » Statements at <https://oemj.sdecs.com>

Page 4 of 364  
For additional billing details and past charges or to enroll in autopay  
visit Billing » Statements at <https://oemj.sdecs.com>



Statement Number: 577071-040324  
Statement Date: 2024-04-03

Customer: CITY OF DEARBORN HEIGHTS - FIRE DEPARTMENT  
Invoice#: FBW5011730

For additional billing details and past charges or to enroll in autopay, visit Billing » Statements at <https://login.effleets.com>

# Monthly Invoices

Previous Balance \$10,123.63 +

Payments (1) (\$5,024.13) -

Adjustments (\$4,683.62) -

New Finance Charges \$75.37 +

Current Month Charges (FBW5011730) \$5,024.13 +

New balance as of 2024-04-03 \$5,515.38

## Finance Charges

Date	Customer	Vehicle	Customer Vehicle ID	Driver	Item ID	Charge
2024-04-02	577071	22K32G ¹		Adam Kowalski	22K32G-0324-X1	\$6.08
2024-04-02	577071	22K32W ¹		Max Mitts	22K32W-0324-X1	\$6.01
2024-04-02	577071	22VXMT ¹		Anthony Cerroni	22VXMT-0324-X1	\$6.01
2024-04-02	577071	23GDG9 ¹		Battalion Chief	23GDG9-0324-X1	\$13.41
2024-04-02	577071	26L8DF ¹		Please Provide	26L8DF-0324-X1	\$12.06
2024-04-02	577071	26RB9Z ¹		Please Provide	26RB9Z-0324-X1	\$12.06
2024-04-02	577071	26RKXT ¹		David Brogan	26RKXT-0324-X1	\$9.87
2024-04-02	577071	26RL46 ¹		Vaskin Badalow	26RL46-0324-X1	\$9.87
Total Finance Charges:						\$75.37

**(\$)** **AutoPay** is now available!  
Simplify and automate your monthly invoice payment  
Enroll today by visiting Billing » Statements at: <https://login.effleets.com>

## Charge Summary

For additional billing details and past charges or to enroll in autopay  
visit Billing » Statements at <https://ps90.civicus.com>

Customer: 577071		Customer Vehicle ID: -		Vehicle: 22K32G ¹		YMM: 2018 FORD F-15		Driver: Adam Kowalski		Mos in Service: 78		Term: 8C	
Date	Item ID	Charge Detail		Charge		Tax		Subtotal					
2024/04/01-04/30	22K32G-0424-MR	Lease Charge (Full Month): Rent		\$348.65		\$405.19		\$405.19					
		Lease Charge (Full Month): Full Maintenance		\$56.54									
		Vehicle Total:				\$405.19							
Customer: 577071		Customer Vehicle ID: -		Vehicle: 22K32W ¹		YMM: 2018 FORD F-15		Driver: Max Mitts		Mos in Service: 78		Term: 8C	
Date	Item ID	Charge Detail		Charge		Tax		Subtotal					
2024/04/01-04/30	22K32W-0424-MR	Lease Charge (Full Month): Rent		\$343.95		\$400.49		\$400.49					
		Lease Charge (Full Month): Full Maintenance		\$56.54									
		Vehicle Total:				\$400.49							
Customer: 577071		Customer Vehicle ID: -		Vehicle: 22VXMT ¹		YMM: 2019 FORD ESCA		Driver: Anthony Ceroni		Mos in Service: 64		Term: 72	
Date	Item ID	Charge Detail		Charge		Tax		Subtotal					
2024/04/01-04/30	22VXMT-0424-MR	Lease Charge (Full Month): Rent		\$337.96		\$400.73		\$400.73					
		Lease Charge (Full Month): Full Maintenance		\$62.77									
		Vehicle Total:				\$400.73							
Customer: 577071		Customer Vehicle ID: -		Vehicle: 23GDG9 ¹		YMM: 2020 FORD EXPE		Driver: Battalion Chief		Mos in Service: 51		Term: 60	
Date	Item ID	Charge Detail		Charge		Tax		Subtotal					
2024/04/01-04/30	23GDG9-0424-MR	Lease Charge (Full Month): Rent		\$852.74		\$893.72		\$893.72					
		Lease Charge (Full Month): Full Maintenance		\$40.98									
		Vehicle Total:				\$893.72							

Charge Summary

Customer: 577071		Customer Vehicle ID: -		Vehicle: 26L8DF ¹		YMM: 2023 FORD F-25		Driver: Please Provide		Mos in Service: 9	Term: 60
Date	Item ID	Charge Detail	Charge	Tax	Subtotal						
2024/04/01-04/30	26L8DF-0424-MR	Lease Charge (Full Month): Rent	\$755.48	\$804.25	\$804.25						
		Lease Charge (Full Month): Full Maintenance	\$48.77								
					Vehicle Total:						
Customer: 577071		Customer Vehicle ID: -		Vehicle: 26RB9Z ¹		YMM: 2023 FORD F-25		Driver: Please Provide		Mos in Service: 9	Term: 60
Date	Item ID	Charge Detail	Charge	Tax	Subtotal						
2024/04/01-04/30	26RB9Z-0424-MR	Lease Charge (Full Month): Rent	\$755.48	\$804.25	\$804.25						
		Lease Charge (Full Month): Full Maintenance	\$48.77								
					Vehicle Total:						
Customer: 577071		Customer Vehicle ID: -		Vehicle: 26RKXT ¹		YMM: 2023 FORD EDGE		Driver: David Brogan		Mos in Service: 13	Term: 60
Date	Item ID	Charge Detail	Charge	Tax	Subtotal						
2024/04/01-04/30	26RKXT-0424-MR	Lease Charge (Full Month): Rent	\$610.63	\$657.75	\$657.75						
		Lease Charge (Full Month): Full Maintenance	\$47.12								
					Vehicle Total:						
Customer: 577071		Customer Vehicle ID: -		Vehicle: 26RL46 ¹		YMM: 2023 FORD EDGE		Driver: Vaskin Badalov		Mos in Service: 13	Term: 60
Date	Item ID	Charge Detail	Charge	Tax	Subtotal						
2024/04/01-04/30	26RL46-0424-MR	Lease Charge (Full Month): Rent	\$610.63	\$657.75	\$657.75						
		Lease Charge (Full Month): Full Maintenance	\$47.12								
					Vehicle Total:						

(Subtotal) Current Charges for Customer 577071: \$5,024.13

(Total) Current Charges for Customer 577071: \$5,024.13

# Monthly Statement

Apr 3, 2024

Statement Number: 576941-040324

Customer Number: 576941



**FLEET MANAGEMENT**

Billing Solutions Team

[ARBilling@efleets.com](mailto:ARBilling@efleets.com)

1-866-556-2864

**CITY OF DEARBORN HEIGHTS - CODE ENFORCE**  
**6045 Fenton St**  
**DEARBORN HEIGHTS, MI 48127-3287**

## Combined Summary

Account	Previous Balance	Payments	Adjustments	New Charges	New Balance	Amount Due
Monthly Invoice	\$2,340.01	-	(\$2,375.13)	\$2,348.06	\$2,312.94	\$2,312.94
Unapplied Payments	-	(\$6,938.82)	\$6,938.82	-	-	-
Total amount due:						<b>\$2,312.94</b>

### Total amount due: \$2,312.94

Payment is due upon receipt, late if not paid by 2024-04-20

For additional billing details or to enroll in autopay, visit Billing » Statements at:

<https://login.efleets.com>

**Late payment warning:** Past due items are subject to a Finance Charge of 1.5% per month (annual rate of 18%)

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Please return bottom portion with your payment

Return Address:

**CITY OF DEARBORN HEIGHTS - CODE ENFORCE**  
6045 Fenton St  
DEARBORN HEIGHTS, MI 48127-3287

Statement Number

**576941-040324**

Payment Due Date

**2024-04-20**

Current Month Charges (FBN5011878)

**\$2,312.94**

Other Charges**

**\$0.00**

Total Amount Due

**\$2,312.94**

**RECEIVED**  
**4/16/24**

Mail To:

**Enterprise FM Trust**  
Enterprise Fleet Management Customer Billing  
PO Box 800089  
Kansas City, MO 64180-0089  
United States

Amount Enclosed:

\$

Make check payable to:

**ENTERPRISE FM TRUST**

*DIS 4/16/24*  
*#101-426-818.000*  
*OK TO PAY*

** Other Charges include total of previous balances, finance charges, and adjustments less payments received

For additional payment options, visit  
Billing » Statements at: <https://login.efleets.com>



**Your statement is continued on the next page.**

100

S/E E60T0 T090 Q200J L2L6TE000

# Payments Received

Date	Cust Num	Type	Reference #	Total Payment	Paid To:	Monthly Invoices	Out of Cycle Invoices	Unapplied	Lease Prepayment
2024-04-01	576941	Check	0191318	(\$2,312.94)		-	-	(\$2,312.94)	-
2024-04-01	576941	Check	0191319	(\$2,312.94)		-	-	(\$2,312.94)	-
2024-04-01	576941	Check	0191320	(\$2,312.94)		-	-	(\$2,312.94)	-
Payment Totals				(\$6,938.82)		-	-	(\$6,938.82)	-

Statement Number: 576941-040324  
Statement Date: 2024-04-03  
Customer: CITY OF DEARBORN HEIGHTS - CODE ENFORCE  
Adjustments

Page 4 of 8  
For additional billing details and past charges or to enroll in autopay,  
visit Billing » Statements at <http://my.dhsa.net>

# Adjustments

Date	Item ID	Type	Adjustment	To: Monthly Invoices	Out of Cycle Invoices	Unapplied	Lease Prepayments
2024/04/03	Multiple		\$4,563.69	(\$2,375.13)	-	\$6,938.82	-
		Adjustment Totals:	\$4,563.69	(\$2,375.13)	-	\$6,938.82	-

*To review other adjustments, visit  
Billing » Statements at <http://my.dhsa.net>

5/4 E60TD T090 0200J 626TE000



Statement Number: 576941-040324  
Statement Date: 2024-04-03  
Customer: CITY OF DEARBORN HEIGHTS - CODE ENFORCE  
Invoice#: FBN5011878

# Monthly Invoices

For additional billing details and past charges or to enroll in autopay, visit [Billing » Statements at https://login.efforts.com](#)

**AutoPay** is now available!  
Simplify and automate your monthly invoice payment  
Enroll today by visiting [Billing » Statements at https://login.efforts.com](#)

Previous Balance	\$2,340.01 +
Payments	\$0.00 +
Adjustments	(\$2,375.13) -
New Finance Charges	\$35.12 +
Current Month Charges (FBN5011878)	\$2,312.94 +
New balance as of 2024-04-03	\$2,312.94

## Finance Charges

Date	Customer	Vehicle	Customer Vehicle ID	Driver	Item ID	Charge
2024-04-02	576941	25HDSN ¹	Code Enforcement	#7	25HDSN-0324-X1	\$4.96
2024-04-02	576941	25HDV3 ¹	Code Enforcement	#6	25HDV3-0324-X1	\$4.96
2024-04-02	576941	25HDV4 ¹	Code Enforcement	#2	25HDV4-0324-X1	\$4.96
2024-04-02	576941	25HDV6 ¹	Code Enforcement	#5	25HDV6-0324-X1	\$4.96
2024-04-02	576941	25HDV9 ¹	Code Enforcement	#4	25HDV9-0324-X1	\$4.96
2024-04-02	576941	25HDVC ¹	Code Enforcement	#8	25HDVC-0324-X1	\$4.96
2024-04-02	576941	25HDVD ¹	Code Enforcement	#3	25HDVD-0224-X2	\$0.40
2024-04-02	576941	25HDVD ¹	Code Enforcement	#3	25HDVD-0324-X1	\$4.96
Total Finance Charges:						\$35.12

Statement Number: **576941-040324**  
Statement Date: 2024-04-03  
Customer: CITY OF DEARBORN HEIGHTS - CODE ENFORCE  
Invoice #: FBN5011878

Page 6 of 8  
For additional billing details and past charges or to enroll in autopay,  
visit Billing » Statements at <https://login.electra.com>

### Charge Summary

Customer: <b>576941</b>		Customer Vehicle ID: Code Enforcement		Vehicle: <b>25HDSN'</b>	YMM: <b>2022 FORD ESCA</b>	Driver: <b>#7</b>	Mos in Service: <b>23</b>	Term: <b>60</b>
Date	Item ID	Charge Detail		Charge	Tax	Subtotal		
2024/04/01-04/30	25HDSN-0424-MR	Lease Charge (Full Month): Rent		\$330.42		\$330.42		
		Lease Charge (Full Month): Full Maintenance		\$280.44		\$280.44		
				\$49.98		\$49.98		
				Vehicle Total:		\$330.42		
Customer: <b>576941</b>		Customer Vehicle ID: Code Enforcement		Vehicle: <b>25HDV3'</b>	YMM: <b>2022 FORD ESCA</b>	Driver: <b>#6</b>	Mos in Service: <b>23</b>	Term: <b>60</b>
Date	Item ID	Charge Detail		Charge	Tax	Subtotal		
2024/04/01-04/30	25HDV3-0424-MR	Lease Charge (Full Month): Rent		\$330.42		\$330.42		
		Lease Charge (Full Month): Full Maintenance		\$280.44		\$280.44		
				\$49.98		\$49.98		
				Vehicle Total:		\$330.42		
Customer: <b>576941</b>		Customer Vehicle ID: Code Enforcement		Vehicle: <b>25HDV4'</b>	YMM: <b>2022 FORD ESCA</b>	Driver: <b>#2</b>	Mos in Service: <b>23</b>	Term: <b>60</b>
Date	Item ID	Charge Detail		Charge	Tax	Subtotal		
2024/04/01-04/30	25HDV4-0424-MR	Lease Charge (Full Month): Rent		\$330.42		\$330.42		
		Lease Charge (Full Month): Full Maintenance		\$280.44		\$280.44		
				\$49.98		\$49.98		
				Vehicle Total:		\$330.42		
Customer: <b>576941</b>		Customer Vehicle ID: Code Enforcement		Vehicle: <b>25HDV6'</b>	YMM: <b>2022 FORD ESCA</b>	Driver: <b>#5</b>	Mos in Service: <b>23</b>	Term: <b>60</b>
Date	Item ID	Charge Detail		Charge	Tax	Subtotal		
2024/04/01-04/30	25HDV6-0424-MR	Lease Charge (Full Month): Rent		\$330.42		\$330.42		
		Lease Charge (Full Month): Full Maintenance		\$280.44		\$280.44		
				\$49.98		\$49.98		
				Vehicle Total:		\$330.42		

Charge Summary

Customer: 576941		Customer Vehicle ID	ID	Code Enforcement	Vehicle: 25HDV9'	YMM: 2022 FORD ESCA	Driver: #4	Mos in Service	23	Term	60
Date	Item ID	Charge Detail		Charge	Tax		Subtotal				
2024/04/01-04/30	25HDV9-0424-MR	Lease Charge (Full Month): Rent		\$280.44			\$330.42				
		Lease Charge (Full Month): Full Maintenance		\$49.98				Vehicle Total:			
							\$330.42				
Customer: 576941		Customer Vehicle ID	ID	Code Enforcement	Vehicle: 25HDVC'	YMM: 2022 FORD ESCA	Driver: #8	Mos in Service	23	Term	60
Date	Item ID	Charge Detail		Charge	Tax		Subtotal				
2024/04/01-04/30	25HDVC-0424-MR	Lease Charge (Full Month): Rent		\$280.44			\$330.42				
		Lease Charge (Full Month): Full Maintenance		\$49.98				Vehicle Total:			
							\$330.42				
Customer: 576941		Customer Vehicle ID	ID	Code Enforcement	Vehicle: 25HDVD'	YMM: 2022 FORD ESCA	Driver: #3	Mos in Service	23	Term	60
Date	Item ID	Charge Detail		Charge	Tax		Subtotal				
2024/04/01-04/30	25HDVD-0424-MR	Lease Charge (Full Month): Rent		\$280.44			\$330.42				
		Lease Charge (Full Month): Full Maintenance		\$49.98				Vehicle Total:			
							\$330.42				
Customer Vehicle ID Total:				\$2,312.94				Vehicle Total:			
							\$330.42				

(Subtotal) Current Charges for Customer 576941: \$2,312.94

(Total) Current Charges for Customer 576941: \$2,312.94

# Unapplied Payments

Amounts shown have been received but not fully applied at the time of this statement. Unapplied payments do not reduce the Amount Due. Your Client Account Coordinator will contact you regarding any outstanding unapplied payments.

Date	Type	Reference #	Amount	Applied Amount	Balance Remaining
2024-04-03	Check	0191318	(\$2,312.94)	\$2,312.94	-
2024-04-03	Check	0191319	(\$2,312.94)	\$2,312.94	-
2024-04-03	Check	0191320	(\$2,312.94)	\$2,312.94	-
Total unapplied balance remaining:					\$0.00



**FLEET MANAGEMENT**

ENTERPRISE FM TRUST

Enterprise Fleet Management Customer Billing

PO BOX 800089

Kansas City, MO 64180-0089



>01093 00031979 F0020 CG01 11464

CITY OF DEARBORN HEIGHTS - CODE ENFORCE

6045 Fenton St

DEARBORN HEIGHTS, MI 48127-3287



00031979 F0020 CG01 01093 1/5







ETNA SUPPLY - WIXOM  
29948 BECK RD  
WIXOM MI 48393-2838  
248-624-5000 Fax

# INVOICE

TO VIEW ONLINE GO TO:	etna.blltrust.com
USE THIS ENROLLMENT TOKEN:	KXM SVD BDK
USE THIS ACCOUNT NUMBER:	81517

INVOICE DATE	INVOICE NUMBER
04/25/24	S105314062.001
REMIT TO:	PAGE
ETNA SUPPLY PO BOX 772107 DETROIT MI 48277-2107	1 of 1

**BILL TO:****SHIP TO:**

CITY OF DEARBORN HEIGHTS (UG)  
24600 VAN BORN RD  
DEARBORN HEIGHTS MI 48125-2098

CITY OF DEARBORN HEIGHTS (UG)  
LEONARD PARKER  
24600 VAN BORN RD  
DEARBORN HEIGHTS MI 48125-2098

CUSTOMER NUMBER		PURCHASE ORDER NUMBER		JOB NAME / RELEASE NUMBER		SALESPERSON		
81517		19152		Water Department		House UG		
WRITER		SHIP VIA		TERMS		SHIP DATE	ORDER DATE	
Stephen Hellstrom		UPS GROUND		NET 25TH		04/25/24	09/27/23	
ORDER QTY	SHIP QTY	UOM	DESCRIPTION				UNIT PRICE	EXT PRICE
75	75	ea	C06-44-NL 1" FE COP THR X 1" PJ-PEP COUPLING NO LEAD FORD *Nonstock - Restock Policy Applies*				50.000E	3750.00
Ok to pay RL								
Account # 592-537-791.000 \$ 2500-								
Account # 592-538-791.000 \$ 1250-								

Invoice is due by 05/25/24.

This invoice is controlled by Seller's standard terms and conditions of sale found at [www.etnasupply.com/tc/sale](http://www.etnasupply.com/tc/sale). All other terms are expressly rejected.

Past due invoices may be subject to a 1.70% Time Price Differential.

SUBTOTAL	3,750.00
S&H CHARGES	0.00
TAX	0.00
PAYMENTS	0.00
AMOUNT DUE	3,750.00

# INVOICE

**FastPrintingNow Inc.**  
Donald Borg  
21689 N Chipmunk Trail  
Woodhaven, Michigan 48183  
United States

7347521185  
fastprintingnow@gmail.com

## BILL TO

**City of Dearborn Heights Parks &  
Recreation**  
Kim Sower

313-682-4906  
ksower@dearbornheightsmi.gov

**Invoice Number:** 933

**Invoice Date:** April 19, 2024

**Payment Due:** April 19, 2024

**Amount Due (USD):** \$1,870.00

 Pay Securely Online

Products	Quantity	Price	Amount
<b>Signs</b> 8' wide x 4' tall x 10mm thick white coroplast with a digital print 2 sided	11	\$170.00	\$1,870.00

**Subtotal:** \$1,870.00

**Total:** \$1,870.00

**Amount Due (USD):** \$1,870.00

691-891  
Kim Sower

Pay Securely Online

VISA

MASTERCARD

DISCOVER

Bank  
Payment

AMERICAN EXPRESS

[link.waveapps.com/ebxrmb-u8nxb9](https://link.waveapps.com/ebxrmb-u8nxb9)

REMIT: FRAZA  
P.O. BOX 771318  
DETROIT, MI 48277-1318

Customer  
373470

I N V O I C E

Invoice  
3N7810 Pg  
1

Reprint

NET 30 DAYS

3/13/24

Sold To  
CITY OF DEARBORN HEIGHTS  
6045 FENTON  
** EMAIL INVOICES **  
DEARBORN HEIGHTS MI 48127  
UNITED STATES OF AMERICA

Ship To  
CITY OF DEARBORN HEIGHTS  
24600 VAN BORN  
DPW  
DEARBORN HEIGHTS MI 48125  
UNITED STATES OF AMERICA

313/277-7318

313/277-7318

Br	Trk	Make	Model	Serial	Equipment	Meter	Sls	Customer P.O.
031	*	SAFETY	TRAINING	*		26,056	900	24-235

Ord	Ship	B/O	Description	Each	Amount
-----	------	-----	-------------	------	--------

Closed 3/13/24

**FORKLIFT OPERATOR CERTIFICATION & RECERTIFICATION.**

1	MATT WINNIE	95.00	95.00
1	JIM ARMSTRONG	95.00	95.00
1	JESSE DOMBROWSKI	95.00	95.00
1	MARK RUSS	95.00	95.00
1	DAVID JACKSON	95.00	95.00
1	LARRY HARRIS	95.00	95.00
1	CHRIS STEVENS	95.00	95.00
1	MIKE BLACKBURN	95.00	95.00
1	CARL KENNEDY	95.00	95.00
1	CHRIS ROCKENSUESS	95.00	95.00
1	CHIRS DISHON	95.00	95.00
1	TRAVEL CHARGE	135.00	135.00
1	VIENT MAI	145.00	145.00
1	LUCAS HALL	145.00	145.00
1	DON HARPER	145.00	145.00

CONTINUED

REMIT: FRAZA  
P.O. BOX 771318  
DETROIT, MI 48277-1318

Customer  
373470

I N V O I C E

Invoice  
3N7810 Pg  
2

Reprint

NET 30 DAYS

3/13/24

Sold To  
CITY OF DEARBORN HEIGHTS  
6045 FENTON  
** EMAIL INVOICES **  
DEARBORN HEIGHTS MI 48127  
UNITED STATES OF AMERICA

Ship To  
CITY OF DEARBORN HEIGHTS  
24600 VAN BORN  
DPW  
DEARBORN HEIGHTS MI 48125  
UNITED STATES OF AMERICA

313/277-7318

313/277-7318

Br	Trk	Make	Model	Serial	Equipment	Meter	Sls	Customer P.O.
031	*	SAFETY	TRAINING	*		26,056	900	24-235

Ord	Ship	B/O	Description	Each	Amount
1			BEN CRAFT	145.00	145.00
1			WILLIAM COLLINS	145.00	145.00
1			KEN KUPCHICK	145.00	145.00
1			DAN WATT	145.00	145.00
1			KEIR PUGH HAGGINS	145.00	145.00
1			VIEN HUYNH	145.00	145.00
1			MIKE EMERY	145.00	145.00
1			ROBERT MITCHELL	145.00	145.00
1			STEPHANIE KULCZYK	145.00	145.00
1			MARC WALENTOWICZ	145.00	145.00
1			ANTHONY STEWART	145.00	145.00
1			VALENTINE PEPPERS	145.00	145.00
1			SCOTT FLETCHER	145.00	145.00
1			AARON KISELIS	145.00	145.00
1			WESLEY ZAIN	145.00	145.00
1			JOSEPH SABATINI	145.00	145.00
1			RICHARD FOLEY	145.00	145.00
SUBTOTAL					4,080.00
GOVERNMENT (NON-TAXABLE)					N/C

CONTINUED

REMIT: FRAZA  
P.O. BOX 771318  
DETROIT, MI 48277-1318

Customer  
373470

I N V O I C E

Invoice  
3N7810 Pg  
3

Reprint

NET 30 DAYS

3/13/24

Sold To

Ship To

CITY OF DEARBORN HEIGHTS  
6045 FENTON  
** EMAIL INVOICES **  
DEARBORN HEIGHTS MI 48127  
UNITED STATES OF AMERICA

CITY OF DEARBORN HEIGHTS  
24600 VAN BORN  
DPW  
DEARBORN HEIGHTS MI 48125  
UNITED STATES OF AMERICA

313/277-7318

313/277-7318

Br	Trk	Make	Model	Serial	Equipment	Meter	Sls	Customer	P.O.
031	*	SAFETY	TRAINING	*		26,056	900	24-235	

Ordr	Ship	B/O	Description	Each	Amount
------	------	-----	-------------	------	--------

38-1712300

Account # 592-536-962.000 \$ 1145-

95 x 7 = 665

145 x 3 = 435

Travel Charge 45

1145-

****TAKE OUR SURVEY AT: FRAZAGROUP.COM****  
*****THANK YOU FOR YOUR BUSINESS!*****

Total 4,080.00

Account # 101-440-962.000 \$ 1640-

145 x 11 = 1595

Travel Charge 45

1640-

OK to pay  
*[Signature]*

Account # 101-265-962.000 \$ 1295-

95 x 4 = 380

145 x 6 = 870

Travel Charge 45

1295-

OK to Pay  
\$ 4080.00

# INVOICE

Amount Due (USD)  
**\$11,000.00**

BILL TO  
**City of Dearborn Heights**

bbazzi@dearbornheightsmi.gov

**Invoice Number:** 1007

**Invoice Date:** March 27, 2024

**Payment Due:** March 27, 2024

ITEMS	QUANTITY	PRICE	AMOUNT
<b>Removal</b> Stump removal along falling wall behind Blue Moon. Remove all stumps and releasing pressure on stone wall behind Blue Moon. Disposal of 50 yards of debris	1	\$10,000.00	\$10,000.00
<b>Late payment fee</b> 10% late payment fee for 30 days past due	1	\$1,000.00	\$1,000.00
<b>Subtotal:</b>			\$11,000.00
<b>Total:</b>			\$11,000.00
<b>Amount Due (USD):</b>			<b>\$11,000.00</b>

Pay this invoice online at:  
[link.waveapps.com/kknzvp-tdk63q](https://link.waveapps.com/kknzvp-tdk63q)

VISA



OK TO PAY

4/25/24

101-200-818.000



**Grays Outdoor Services**  
30850 Brown St  
Garden City, Michigan 48135  
United States

**Contact Information**  
2484702316  
[graysservices.com](https://www.graysservices.com)



















www.glwwater.org

## INDUSTRIAL WASTE CONTROL BILL

Account Name	DEARBORN HEIGHTS
Account Number	300-0291-S
Billing Date	04/17/2024
Due Date	06/03/2024

Billing Inquiries: (313) 965-9775

CITY OF DEARBORN HEIGHTS  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

**REMIT TO:**  
**Great Lakes Water Authority**  
**Attn: Treasury**  
**P.O. Box 441370**  
**Detroit, MI 48244-1370**

PREVIOUS INVOICE BALANCE	\$30,044.56
ADJUSTMENTS	\$0.00
PAYMENTS APPLIED	\$(19,965.40)
<b>PREVIOUS AMOUNT DUE</b>	<b>\$10,079.16</b>

**CURRENT CHARGES**

03/01/2024 to 03/31/2024

COUNT	METER SIZE	RATE	CHARGE
3	5/8"	\$3.64	\$10.92
226	3/4"	\$5.46	\$1,233.96
281	1"	\$9.10	\$2,557.10
72	1 1/2"	\$20.02	\$1,441.44
89	2"	\$29.12	\$2,591.68
20	3"	\$52.78	\$1,055.60
9	4"	\$72.80	\$655.20
4	6"	\$109.20	\$436.80

592-536-928.000

ok to pay

NUMBER OF METERS 704

TOTAL CURRENT CHARGES

\$9,982.70

TOTAL DUE

\$20,061.86

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

Account Name	Account Number	Due Date	Amount Due
DEARBORN HEIGHTS	300-0291-S	06/03/2024	\$20,061.86

CITY OF DEARBORN HEIGHTS  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

AMOUNT REMITTED \$

**REMIT TO:** **Great Lakes Water Authority**  
**Attn: Treasury**  
**P.O. Box 441370**  
**Detroit, MI 48244-1370**

24 300029119 000002006186 2



# WATER INVOICE

www.glwater.org

Account Name	DEARBORN HEIGHTS
Account Number	100-0291-W
Billing Date	04/22/2024
Due Date	06/06/2024

Billing Inquiries: (313) 965-9775

CITY OF DEARBORN HEIGHTS  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

PREVIOUS BALANCE	\$1,032,826.05
ADJUSTMENTS AND PAYMENTS APPLIED	\$(692,044.81)
<b>PREVIOUS AMOUNT DUE</b>	
<b>\$340,781.24</b>	
<b>CURRENT CHARGES</b>	
<b>Charges for the Month of MARCH 2024 - Usage Detail by Meter on Page 2</b>	
WATER USAGE CHARGE	15517.91 MCF \$8.53 Commodity Charge \$132,367.77
WATER FIXED MONTHLY CHARGE	\$211,900.00
<b>TOTAL CURRENT CHARGES</b>	
<b>344,267.77</b>	
<b>TOTAL DUE</b>	
<b>\$685,049.01</b>	

## PAYMENT OPTIONS

By Check  
GREAT LAKES WATER AUTHORITY  
ATTN: TREASURY  
P.O. BOX 441370  
DETROIT, MI 48244-1370  
Please include remittance with check

By Wire  
ABA #: 042000013  
Account #: 130121405893  
Attn: GLWA TREASURY  
Email remittance information to  
treasury@glwater.org

By ACH  
ABA #: 021052053  
Account #: 88136631  
Attn: GLWA TREASURY  
Email remittance information to  
treasury@glwater.org

592-537-928.000

ok to pay

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT IF BY CHECK

Account Name	Account Number	Due Date	Amount Due
DEARBORN HEIGHTS	100-0291-W	06/06/2024	\$685,049.01

6045 FENTON  
DEARBORN HEIGHTS, MI 48127

You may access your meter data at the WAMR Portal  
wamr.glwater.org

Obtain a user login by calling (313) 267-1474 or by email at  
wamr@glwater.org

AMOUNT REMITTED \$ 344,267.77

REMIT TO: Great Lakes Water Authority  
Attn: Treasury  
P.O. Box 441370  
Detroit, MI 48244-1370

24 100029123 000068504901 3

# City of Dearborn Heights

100-0291-W

METER INFO		PREVIOUS		CURRENT		CONSUMPTION
SITE ID	DATE	READING	DATE	READING	CONSUMPTION	MCF
DH01A	03/01/24	152144	04/01/24	152144	0	0.00
DH01B	03/01/24	79958	04/01/24	79961	3	0.25
DH02A	03/01/24	111685	04/01/24	111685	0	0.00
DH03A	03/01/24	6105466	04/01/24	6245535	140069	4946.54
DH10A	03/01/24	385431	04/01/24	385431	0	0.00
DH10B	03/01/24	36548	04/01/24	36548	0	0.00
DH11A	03/01/24	37854	04/01/24	37855	1	0.11
DH11B	03/01/24	19116	04/01/24	19118	2	0.24
DH12A	03/01/24	18634692	04/01/24	18934020	299328	10570.77

**TOTAL CONSUMPTION (MCF): 15517.91**

Consumption may be reported per hundred cubic feet or cubic meters depending on the type of meter installed. GLWA converts billed consumption for all member partners to thousands of cubic feet (MCF) using the following conversion factors.

## Unit Conversion Calculation

Cubic Meters (CM) X .035315 = Thousand(s) of Cubic Feet (MCF)

Hundred(s) of Cubic Feet (CCF) X 10 = Thousand(s) of Cubic Feet (MCF)





800.STAY.OUT

Customer Number

2147763

Due Date

4/26/2024

Invoice Number

23242075

PO Number

N/A

## Location

Carolyn Kennedy Library 24590 George St  
Alarm Billing For: Monitoring Maintenance & Services

## Service Date

4/24/24 - 7/23/24

## Amount Billed

\$772.68

The John F Kennedy Jr Library 24602 Van Born  
Alarm Billing For: Monitoring Maintenance & Services

4/24/24 - 7/23/24

\$889.35

Subtotal \$1,662.03

Tax \$0.00

*CH TONDA 170*  
*738.738 - 518*  
*4/12/2024*

**Current Amount Due**  
\$1,662.03

For the most up to date information on your account, please register through the MyGuardian portal at [www.myguardianonline.com](http://www.myguardianonline.com)

## CONTACT US TO: Change your address • Enroll in automatic payment



Pay by Phone:  
1-800-728-5439

ACH/Wire Transfer:  
Routing #: 021052053  
Account #: 66663234



To remit payment overnight:  
PNC BANK  
C/O GA BUSINESS PURCHASER LLC  
LOCKBOX NUMBER 713263  
350 EAST DEVON AVE  
ITASCA IL 60143



Pay online:  
[www.myguardianonline.com](http://www.myguardianonline.com)

## SEE BACK FOR IMPORTANT MESSAGES

Detach and Return Below Portion with Your Payment



800.STAY.OUT

**GUARDIAN ALARM COMPANY**  
26711 NORTHWESTERN HWY #600  
SOUTHFIELD, MI 48033  
RETURN SERVICE REQUESTED

**Customer Number** 2147763  
**Invoice Number/Date** 23242075 - 4/26/2024  
**Pay this Amount** \$1,662.03  
**Amount Paid** \$ _____

☐ Check this box and fill out the form on the reverse side to:  
Change your address

## ADDRESSEE



0000362

City Of Dearborn Heights (Libraries)  
24590 George St  
Dearborn Hts, MI 48127-3116

## MAKE PAYMENT AND REMIT TO



GA BUSINESS PURCHASER LLC  
PO BOX 713263  
CHICAGO IL 60677-1263



0001000002147763002324207500001662036

# HAGOPIAN CLEANING SERVICES

43223 W. 12 Mile Rd., Novi, MI 48377  
248.374.5672 • Fax 248.449.1555  
HagopianClean.com

**Invoice C1382202**

**BILL TO:** DEARBORN HEIGHTS PUBLIC LIBRA  
MICHAEL MCCAFFERY  
24590 GEORGE ST  
DEARBORN HEIGHTS, MI 48127

**SHIP TO:** DEARBORN HEIGHTS PUBLIC LIBRA  
**JOB SITE:** MICHAEL MCCAFFERY  
24602 VAN BORN  
DEARBORN, MI 48124

**Customer Number:** 313-791-3800

**Invoice Date:** March 22, 2024

**Salesperson** C25

**P.O. #**

Net 30 days

Description	Amount
CARPET CLEANING	1,032.00
FURNITURE/DRAPERY CLEANING	714.00
SCOTCHGARD	361.00
STAIN SHIELD	250.00

9/12/2024  
778-775 931.0

OK PMT

17A

Subtotal: 2,357.00

Sales Tax: 0.00

Amount Paid: 0.00

**Balance Due: 2,357.00**

# HAGOPIAN CLEANING SERVICES

14000 W. 8 Mile Road, Oak Park, MI 48237  
1-800-HAGOPIAN (424-6742) • HagopianClean.com

APL

Order No. C1382202

DEARBORN HEIGHTS PUBLIC LIBR Work Date 03/22/24  
24602 VAN BORN Home Phone: 313-791-3800  
Work Phone: 313-791-3804

DEARBORN HEIGHTS PUBLIC LIBRA Home Phone: 313-791-3800  
24590 GEORGE ST Work Phone: 313-791-3804

DEARBORN MI 48124 Comm Sism: C25

DEARBORN HEIGHT MI 48127

CLN CRPT IN ALL STAFF AREAS, OFCS & PUBLIC (PATRON AREAS=\$1032 APPLY 3M SG=\$361 STEAM CLEAN APPROX 50 S/O CHAIRS-\$6. EA. APPLY 3M SG-\$2 EA. CHAIRS WILL HAVE STICKY NOTES ON THEM <i>9 full chairs ?? 56 RBA</i> <i>5/13 42 10ca (420) 56 380 (142)</i> <i>(5/0 7) (42) 56 (14)</i> <th rowspan="2">ESTIMATE</th> <th rowspan="2">SERVICE TYPE</th> <th colspan="2">AMOUNT</th>	ESTIMATE	SERVICE TYPE	AMOUNT	
		CARPET	1032	
		FURNITURE / DRAPES	714	00
		AREA RUGS		
		TILE		
		WOOD		
		AIR DUCT		
		SD		
		SUBTOTAL CLEANING	1746	00
		3M SCOTCHGARD®	261	
		DEODORIZER		
		DISINFECTANT		
		STAINSHIELD®	250	00
		SEALANT		
		SUBTOTAL TOPICALS	611	00
		TOTAL ORDER	2357	00

☐ CC /\$ Phone-in Auth #  
(Last 4 digits on card)  
☐ Ck # /\$ ☐ Cash ☒ A/R ☐ GC ☐ TF \$

Preferred Customer Offers  
EMAIL: mpmccaffery@gmail.com

Contact: MICHAEL MCCAFF  
AJB 30DAYS

TELEGRAPH

NOTES:

AREA RUG EVALUATION	<input type="checkbox"/> Rippling / Uneven	<input type="checkbox"/> Burn Marks	<input type="checkbox"/> Weaver Knots / Excessive Wear	<input type="checkbox"/> Rug needs a pad
	<input type="checkbox"/> Faded Color / Shading	<input type="checkbox"/> Stains / Dye Run	<input type="checkbox"/> Other	•We do not clean the fringes or back of rugs in-home.
AREAS OF CONCERN	<input type="checkbox"/> Sun fading of carpet or upholstery	<input type="checkbox"/> Animal stains / pet odor	<input type="checkbox"/> Carpet wear & fiber breakdown	
	<input type="checkbox"/> Carpet splitting & separation of seams	<input type="checkbox"/> Mildew odor / stains	<input type="checkbox"/> Furniture stains	
	<input type="checkbox"/> Carpet swells or ripples	<input type="checkbox"/> Soil filtration / Carbon staining	<input type="checkbox"/> Chemist service possibly needed	
Customer Signature		SPECIALIST	AJB	CVP
X		ASSISTANT	CVP	CVP

I HAVE REVIEWED AND AGREE TO THE WORK PERFORMED AND AGREE TO THE TERMS LISTED ON BACK

HYDROCORP  
5700 CROOKS ROAD, SUITE 100  
TROY, MI 48098



City of Dearborn Heights  
6045 Fenton Ave.  
Dearborn Heights, MI 48127

## INVOICE

Invoice #: CI-00291  
Invoice Date: 04/30/2024  
Customer Number: C000089  
Job Number: A823000  
Terms: NET 30

ITEM	AMOUNT
Labor (Recurring)	\$3,721.50

Please remit payment to:  
PO Box 675479  
Detroit, MI 48267-5479

ACH Information:  
Comerica Bank  
Account Number: 1853269460  
Routing Number: 072000096

592 - 537-018.000

OK to pay

A handwritten signature in blue ink, appearing to be 'R. [unclear]', is written over the 'OK to pay' text.



Maintenance

Page 1 / 1

**KONICA MINOLTA  
ORIGINAL  
INVOICE**

Invoice No: 292320513

Invoice Date: 02/29/2024

Payment Due Date: 03/30/2024

Payment Terms: NET 30 DAYS

Bill / Mail To: 1635870  
DEARBORN HEIGHTS PARKS AND REC DEPT  
1801 N BEECH DALY RD  
DEARBORN HEIGHTS MI 48127-3457

Payer: 1092766  
CITY OF DEARBORN HEIGHTS  
6045 FENTON ST  
DEARBORN HEIGHTS MI 48127-3287

Purchase Order Number		Equipment Location						
		1079437						
Customer Contract	Contract Coverage Dates	CITY OF DEARBORN HEIGHTS PARKS AND RECREATION 1801 N BEECH DALY RD DEARBORN HEIGHTS MI 48127-3457						
AEPA IFB#013.1	07/14/2023-07/13/2024							
Invoice Description / Comments								
Monthly invoice for Maintenance agreement covering the billing period of 02/01/2024 - 02/29/2024. Includes labor, parts, drums, staples and supplies. Excludes paper.								
Summary of Invoice Charges		Quantity	Unit Charge	Bill Amount				
**BIZHUB C754E PRINTER/COPIER		A2X0017003608	1					
SHIPPING & HANDLING FEE		1	15.00	15.00				
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier		
1,688,239	1,692,705	-4,466	0	0	0	999,999,999	-4,466	0.00981
B&W Meter								-43.81
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier		
1,197,634	1,167,110	30,524	0	0	0	999,999,999	30,524	0.06295
Color Meter								1,921.49
							Non-Taxable Amount: 1,040.97	
							Taxable Amount: 851.71	
							Invoice Sub Total: 1,892.68	
							Tax Total: 0.00	
							Invoice TOTAL: \$ 1,892.68	

PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFORMATION ON BACK

Please pay online at [www.MyKMBS.com](http://www.MyKMBS.com) using your payer id #1092766  
or remit payment to:

KONICA MINOLTA BUSINESS SOLUTIONS  
USA INC  
DEPT. CH 19188  
PALATINE IL 60055-9188

Payer ID: 1092766

Invoice Nbr: 292320513

Payment Due Date: 03/30/2024

Pay This Amount: \$ 1,892.68

For Administrative Use Only

40062013

Maintenance  
OISD-MI 6

1092766  
61304633

282320513

A2X0017003608  
R12

Korte's Collision, LLC

27100 Van Born Rd  
Dearborn Heights,  
MI 48125

# Invoice

Date	Invoice #
4/24/2024	11278

Bill To
Dearborn Heights Building + Maintenance 24600 Van Born Rd Dearborn Heights, MI 48125

Band M Pickup -  
Utility 2

Car #	Insurance Co	Remarks
CEB84763	Fleet	Dearborn Hts Building

Quantity	Description	Rate	Amount
	PARTS	1,292.50	1,292.50
23.3	BODY LABOR	58.00	1,351.40
8.2	PAINT LABOR	58.00	475.60
2	FRAME LABOR	85.00	170.00
	PAINT MATERIALS	311.60	311.60
		44.20	44.20
	MISC SUBLET	3.00	3.00
	Sales Tax	6.00%	0.00
Ok to pay [Signature]			
Account # 101-265-932,000			
Thank you for your business.		<b>Total</b>	\$3,648.30

Phone #	Fax #	E-mail	Web Site
313-299-9711	313-299-9721	<a href="mailto:lisa@kortescollision.com">lisa@kortescollision.com</a>	<a href="http://www.kortescollision.com">www.kortescollision.com</a>

# INVOICE

**The Led Lion, Inc.**  
29026 Warren Road  
Westland, Michigan 48185  
United States

3134924443  
www.ledlion.com



**SHIP TO**  
**City of Dearborn Heights**  
6045 Fenton  
Dearborn Heights, Michigan  
48127  
United States

**SHIP TO**  
**City of Dearborn Heights**  
6045 Fenton  
Dearborn Heights, Michigan  
48127  
United States

**Invoice Number:** 1480

**Invoice Date:** March 30, 2024

**Payment Due:** March 30, 2024

**Amount Due (USD):** \$3,900.00

313-791-3490  
adib@ci.dearborn-heights.mi.us

Description	Qty.	U. Price	Amount
Warren Valley Golf Course	0	\$0.00	\$0.00
-----			
OUTDOOR BATHROOM FROZEN PIPES & DRAINS Labor and Material			
- Removed some of the cinder blocks wall to access the damaged pipe	1	\$2,950.00	\$2,950.00
- Installed new drain valve to protect against future damage			
- By-passed all damaged pipes and installed new pipes for both women and men bathrooms			
- Cover all pipes with foam insulation			
- Paint the pipes to match the walls color			
- Construction cleaning			
-----			
Change Order	2	\$475.00	\$950.00
- Removed the existing damaged toilets and install two new commercial toilets Labor and material			



# INVOICE

The Led Lion, Inc.  
29026 Warren Road  
Westland, Michigan 48185  
United States

3134924443  
www.ledlion.com

Subtotal: \$3,900.00

Total: \$3,900.00

Amount Due (USD): \$3,900.00

## Notes / Terms

### AGREEMENT & WORK AUTHORIZATION

- All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices.
- Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate.

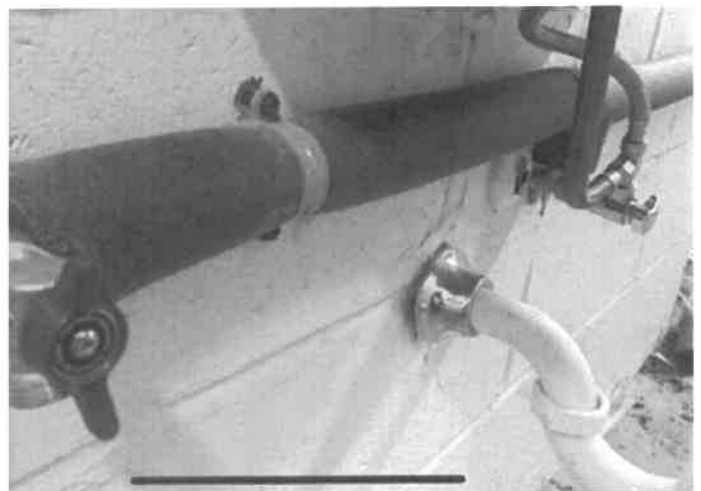
*Handwritten:*  
OK to Bill  
GL # 592.540 810 000

Thank you for your business!









# Broadspire®

BY CRAWFORD & COMPANY

PO Box 14350  
Lexington, KY 40512-4350

Fax: (859) 550-2729

April 23, 2024

CIDEARH - CITY OF DEARBORN HEIGHTS  
6045 FENTON ST  
DEARBORN HTS, MI 48127-3271

To Whom It May Concern:

Enclosed you will find supporting documentation related to a request for payment.

Client Program: DEARBORN HEIGHTS, MI, CITY OF

Client Program #: 030790

Broadspire Claim Number : 189672362-001  
File Number :  
Event Date : 11/12/2021  
Insured Name : CITY OF DEARBORN HEIGHTS  
Insured Address : 6045 FENTON ST  
DEARBORN HEIGHTS, MI 48127  
Claimant Name : XXXXXXXXXX  
Payee Name : MAS DME, LLC  
Payee Address : PO Box 772949  
DETROIT, MI 48277-2949  
Voucher Number : 260358972  
Transaction Date : 4/23/2024  
Voucher Amount : \$7,125.00  
Service From Date : 1/26/2022  
Service To Date : 3/23/2022

If you have any questions or concerns, please contact the below.

Sincerely,

Lisa A Fular  
PO Box 14350 Lexington, KY 40512-4350  
(224) 278-1774

Approved 04/24/2024  
Margaret H. Fular

Return Products to:  
**Cenveo Hurlock**  
 Attn LN Returns Dept  
 4810 Williamsburg Rd  
 Hurlock, MD 21643  
 Payment Remittance  
 Address Below

**BILL TO ACCOUNT:** 0479774001

**SHIP TO ACCOUNT:** 0479774001

**INVOICE #** 41034023

STATE OF MICHIGAN  
 20TH DISTRICT COURT  
 DEARBORN HEIGHTS DIV  
 25637 MICHIGAN AVE  
 DEARBORN HEIGHTS MI 48125

This material was sent to keep your subscriptions current.

To process your credit card payment, visit [www.lexisnexis.com/printcdsc](http://www.lexisnexis.com/printcdsc) or call 866-644-2455

Customer Support: 800-833-9844 Mon-Fri 8AM-8PM EST Outside US & Canada 1-518-487-3385

***Billing and Invoice Notice:** Matthew Bender & Company, Inc. (a RELX Group plc./LexisNexis affiliate), is the billing, payment and invoicing agent for selected products and services offered by the LexisNexis division of RELX Group plc. and affiliated companies.

**INVOICE**

**LexisNexis Matthew Bender**

**CUSTOMER COPY**

Fed I.D. No. 14-0499170  
 RE Tax ID# 52-1471842  
 GST No. R124610999

Invoice #	Date	PO #	Payment Terms	Ship Method
41034023	04-16-24		60	UPS Ground

# PKGS	# ITEMS	ISBN	UNIT PRICE	LAN VALUE	TOTAL
1	1	0006761975007	2174.00		2174.00
		MI DIGEST 24CS/24 INDEX PKG			
				S & H	147.24
				TAX	
				TOTAL	2321.24

**BILL TO ACCOUNT:** 0479774001

**SHIP TO ACCOUNT:** 0479774001

STATE OF MICHIGAN  
 20TH DISTRICT COURT  
 DEARBORN HEIGHTS DIV  
 25637 MICHIGAN AVE  
 DEARBORN HEIGHTS MI 48125

STATE OF MICHIGAN  
 20TH DISTRICT COURT  
 DEARBORN HEIGHTS DIV  
 25637 MICHIGAN AVE  
 DEARBORN HEIGHTS MI 48125

#130-204  
 Michael  
 Adams  
 5-1-24

Some prices reflected in this Order are contingent on you maintaining all of your existing subscriptions and accounts with LN and its affiliates; if any such existing business is cancelled by you, LN may modify such prices to reduce or eliminate any related discounts.

RETURN BOTTOM STUB

Please return this portion of the invoice with your payment. Visit [www.lexisnexis.com/printcdsc](http://www.lexisnexis.com/printcdsc) or call 866-644-2455 to pay by credit card.

Account #	Invoice #	Date	PO #	Payment Terms	Amount Due	Amount Enclosed
0479774001	41034023	04-16-24		60	2321.24	

# PKGS	# ITEMS	ISBN	UNIT PRICE	LAN VALUE	TOTAL
1	1	0006761975007	2174.00		2174.00
		MI DIGEST 24CS/24 INDEX PKG			
				S & H	147.24
				TAX	
				TOTAL	2321.24

**MAKE CHECK PAYABLE TO:**  
 Matthew Bender & Co., Inc.  
 28544 Network Place  
 Chicago, IL 60673-1285

**Bill to Account Name:**  
 STATE OF MICHIGAN

**Credit Card Payments**  
 URL: [www.lexisnexis.com/printcdsc](http://www.lexisnexis.com/printcdsc)  
 Secure Phone: 866-644-2455  
 INVOICE REMITTANCE COPY

00MB20028544047977400112024041600410340230000002321244



Michigan  
Humane

**INVOICE # DH 2403**

City of Dearborn Heights  
Attn: Bill Dishroon  
25637 Michigan Avenue  
Dearborn Heights, MI 48125

Animal handling contract for month ending **March 31, 2024**

Total # of additional court billable days:	-
Boarding rate per billable day:	\$ 55.00
	<u>\$ -</u>

Flat Rate Boarding Fees = \$ 5,726.25

Sick Injured Wildlife billable days:	1.00
Boarding Rate per billable day:	\$ 55.00
Sick/Injured Wildlife Boarding Fees=	<u>\$ 55.00</u>

Number of wildlife litters:	0.00
Fee per wildlife litter:	\$ 85.00
Wildlife litter fees =	<u>\$ -</u>

Healthy Wildlife billable days	0.00
Boarding Rate per billable day	\$ 85.00
Healthy Wildlife Fees	<u>\$ -</u>

Rabies testing fees =	\$ -
Total =	<u>\$ 5,781.25</u>

Less

Pick-up Fees	\$ 109.00
Boarding Fees	\$ 840.00
	<u>\$ 949.00</u>

**Total Due = \$ 4,832.25**

RECEIVED  
4/25/24

*[Signature]*  
Dishroon  
Date: 4/25/24  
\$101-426-806.000



Animal ID	Species	Outcome Type	Outcome Date	Intake Type	Intake Subtype	Intake Date	Intake Contract Jurisdiction	Outcome Person Name	Out Street Address	Out Unit Number	Out City	Out Province	Out Postal Code	Out Email	Out Home Phone	Out Cell Phone
A0055453084	Cat	Adoption	3/6/2024 4:24 PM	Stray	Without ID no bite history	3/1/2024 4:23 PM	Dearborn Heights	MH SNR release SNR Dearborn Heights								
A0055455961	Cat	Adoption	3/6/2024 11:46 AM	Stray	Without ID no bite history	3/2/2024 12:33 PM	Dearborn Heights									
A0055440036	Cat	Adoption	3/14/2024 2:21 PM	Stray	Without ID no bite history	3/6/2024 4:09 PM	Dearborn Heights									
A0055484941	Cat	Transfer Out	3/12/2024 5:11 AM	Stray	Without ID no bite history	3/17/2024 11:36 PM	Dearborn Heights									
A0055504514	Cat	Adoption	3/27/2024 2:44 PM	Stray	Without ID no bite history	3/11/2024 11:52 AM	Dearborn Heights	MH SNR release SNR Westland								
A0055504531	Cat	Adoption	3/21/2024 1:38 PM	Stray	Without ID no bite history	3/11/2024 11:52 AM	Dearborn Heights									
A0055508345	Cat	Adoption	3/29/2024 3:43 PM	Stray	Without ID no bite history	3/11/2024 11:52 AM	Dearborn Heights									
A0055512325	Dog	Euthanasia	3/29/2024 3:43 PM	Stray	Without ID no bite history	3/11/2024 11:52 AM	Dearborn Heights									
A0055519503	Cat	Transfer Out	3/21/2024 9:45 AM	Stray	Without ID no bite history	3/13/2024 12:48 PM	Dearborn Heights	MH SNR release SNR Dearborn Heights								
A0055528048	Cat	Adoption	3/27/2024 11:56 AM	Stray	Without ID no bite history	3/13/2024 12:48 PM	Dearborn Heights									
A0055533382	Dog	Return to Owner/Guardian	3/18/2024 12:44 PM	Stray	Without ID no bite history	3/15/2024 13:28 PM	Dearborn Heights									
A0055535656	Cat	Adoption	3/20/2024 5:00 PM	Stray	Without ID no bite history	3/15/2024 13:28 PM	Dearborn Heights									
A0055545223	Cat	Adoption	3/23/2024 4:11 PM	Stray	Without ID no bite history	3/19/2024 1:50 PM	Dearborn Heights	Contract City Dearborn Heights								
A0055558802	Cat	Adoption	3/20/2024 1:31 PM	Stray	Without ID no bite history	3/20/2024 10:26 AM	Dearborn Heights									
A0055571245	Cat	Transfer Out		Stray	Without ID no bite history	3/21/2024 12:46 PM	Dearborn Heights									
A0055588594	Cat	Adoption		Stray	Without ID no bite history	3/23/2024 1:01 PM	Dearborn Heights									
A0055595209	Cat	Adoption		Stray	Without ID no bite history	3/25/2024 12:02 PM	Dearborn Heights	MH SNR release SNR Dearborn Heights								
A0055595819	Dog	Adoption		Stray	Without ID no bite history	3/25/2024 12:51 PM	Dearborn Heights									
A0055597957	Dog	Adoption	3/30/2024 2:24 PM	Stray	Without ID no bite history	3/25/2024 12:51 PM	Dearborn Heights									
A0055610894	Dog	Adoption	3/30/2024 3:37 PM	Stray	Without ID no bite history	3/27/2024 12:14 PM	Dearborn Heights									
A0055611827	Cat	Adoption		Stray	Without ID no bite history	3/27/2024 12:56 PM	Dearborn Heights	MH SNR release SNR Dearborn Heights								
A0055622163	Dog	Adoption	3/17/2024 12:30 PM	Transfer In	Without ID no bite history	3/28/2024 5:56 PM	Dearborn Heights									
A0055450058	Cat	Adoption	3/17/2024 12:30 PM	Transfer In	Without ID no bite history	3/1/2024 3:31 PM	Dearborn Heights									
A0055452569	Cat	Transfer Out	3/17/2024 9:04 AM	Transfer In	Without ID no bite history	3/1/2024 3:31 PM	Dearborn Heights									
A0055462319	Dog	Adoption	4/3/2024 6:24 PM	Transfer In	Without ID no bite history	3/4/2024 10:54 AM	Dearborn Heights	MH SNR release SNR Dearborn Heights								
A0055470228	Chicken	Adoption		Transfer In	Without ID no bite history	3/5/2024 12:04 PM	Dearborn Heights									
A0055470263	Chicken	Adoption		Transfer In	Without ID no bite history	3/5/2024 12:04 PM	Dearborn Heights									
A0055470271	Chicken	Adoption		Transfer In	Without ID no bite history	3/5/2024 12:04 PM	Dearborn Heights									
A0055470313	Chicken	Adoption		Transfer In	Without ID no bite history	3/5/2024 12:04 PM	Dearborn Heights	MH SNR release SNR Dearborn Heights								
A0055470458	Chicken	Adoption		Transfer In	Without ID no bite history	3/5/2024 12:04 PM	Dearborn Heights									
A0055475718	Dog	Adoption	3/16/2024 1:22 PM	Transfer In	Without ID no bite history	3/6/2024 9:41 AM	Dearborn Heights									
A0055475897	Dog	Adoption	3/18/2024 3:41 PM	Transfer In	Without ID no bite history	3/6/2024 9:41 AM	Dearborn Heights									
A0055481219	Cat	Adoption	3/21/2024 6:05 PM	Transfer In	Without ID no bite history	3/6/2024 10:07 AM	Dearborn Heights	MH SNR release SNR Dearborn Heights								
A0055481223	Cat	Adoption	3/27/2024 1:13 PM	Transfer In	Without ID no bite history	3/6/2024 5:11 PM	Dearborn Heights									
A0055481234	Cat	Adoption	3/27/2024 1:49 PM	Transfer In	Without ID no bite history	3/6/2024 5:11 PM	Dearborn Heights									
A0055483491	Dog	Euthanasia	3/19/2024 5:30 PM	Transfer In	Without ID no bite history	3/6/2024 5:11 PM	Dearborn Heights									
A0055484983	Dog	Euthanasia	3/15/2024 12:15 PM	Transfer In	Without ID no bite history	3/7/2024 10:36 AM	Dearborn Heights	MH SNR release SNR Dearborn Heights								
A0055486403	Dog	Adoption	3/15/2024 11:59 AM	Transfer In	Without ID no bite history	3/7/2024 12:40 PM	Dearborn Heights									
A0055492373	Cat	Adoption	3/23/2024 1:34 PM	Transfer In	Without ID no bite history	3/7/2024 12:23 PM	Dearborn Heights									
A0055495418	Dog	Return to Owner/Guardian	3/19/2024 9:42 AM	Transfer In	Without ID no bite history	3/8/2024 5:38 PM	Dearborn Heights									
A0055502890	Dog	Adoption	4/1/2024 12:12 PM	Transfer In	Without ID no bite history	3/10/2024 12:30 PM	Dearborn Heights	MH SNR release SNR Dearborn Heights								
A0055515106	Dog	Adoption		Transfer In	Without ID no bite history	3/12/2024 4:22 PM	Dearborn Heights									
A0055522723	Cat	Adoption	4/3/2024 12:30 PM	Transfer In	Without ID no bite history	3/13/2024 4:58 PM	Dearborn Heights									
A0055533943	Dog	Return to Owner/Guardian	3/14/2024 5:00 PM	Transfer In	Without ID no bite history	3/13/2024 4:58 PM	Dearborn Heights									
A0055538479	Cat	Return to Owner/Guardian	3/16/2024 12:36 PM	Transfer In	Without ID no bite history	3/16/2024 12:12 PM	Dearborn Heights	MH SNR release SNR Dearborn Heights								
A00554545871	Pigron	Adoption	4/2/2024 3:57 PM	Transfer In	Without ID no bite history	3/18/2024 11:46 AM	Dearborn Heights									
A0055546046	Dog	Adoption	4/2/2024 3:46 PM	Transfer In	Without ID no bite history	3/18/2024 12:02 PM	Dearborn Heights									
A0055559480	Dog	Adoption		Transfer In	Without ID no bite history	3/20/2024 11:17 AM	Dearborn Heights									
A0055559491	Dog	Adoption		Transfer In	Without ID no bite history	3/20/2024 11:17 AM	Dearborn Heights	MH SNR release SNR Dearborn Heights								
A0055559513	Dog	Adoption		Transfer In	Without ID no bite history	3/20/2024 11:17 AM	Dearborn Heights									
A0055559555	Dog	Adoption	4/3/2024 6:50 PM	Transfer In	Without ID no bite history	3/20/2024 11:17 AM	Dearborn Heights									
A0055559575	Dog	Adoption	3/22/2024 5:51 PM	Transfer In	Without ID no bite history	3/20/2024 11:17 AM	Dearborn Heights									
A0055559583	Dog	Adoption	3/22/2024 3:04 PM	Transfer In	Without ID no bite history	3/20/2024 11:17 AM	Dearborn Heights	MH SNR release SNR Dearborn Heights								
A0055559605	Dog	Adoption	3/22/2024 4:22 PM	Transfer In	Without ID no bite history	3/20/2024 11:17 AM	Dearborn Heights									
A0055559614	Dog	Adoption	3/23/2024 12:39 PM	Transfer In	Without ID no bite history	3/20/2024 11:17 AM	Dearborn Heights									
A0055559634	Dog	Adoption	3/22/2024 4:17 PM	Transfer In	Without ID no bite history	3/20/2024 11:17 AM	Dearborn Heights									
A0055559639	Dog	Adoption	3/22/2024 4:56 PM	Transfer In	Without ID no bite history	3/20/2024 11:17 AM	Dearborn Heights	MH SNR release SNR Dearborn Heights								
A0055559644	Dog	Adoption		Transfer In	Without ID no bite history	3/22/2024 13:11 PM	Dearborn Heights									
A0055582211	Dog	Adoption	4/4/2024 2:42 PM	Transfer In	Without ID no bite history	3/22/2024 13:11 PM	Dearborn Heights									
A0055582394	Dog	Adoption	3/28/2024 3:42 PM	Transfer In	Without ID no bite history	3/22/2024 13:11 PM	Dearborn Heights									
A0055582925	Dog	Return to Owner/Guardian	3/21/2024 1:08 PM	Transfer In	Without ID no bite history	3/24/2024 1:50 PM	Dearborn Heights	MH SNR release SNR Dearborn Heights								
A0055594811	Beagopon	Euthanasia		Transfer In	Without ID no bite history	3/25/2024 1:50 PM	Dearborn Heights									
A0055597551	Chicken	Adoption		Transfer In	Without ID no bite history	3/25/2024 3:22 PM	Dearborn Heights									
A0055632074	Dog	Adoption		Transfer In	Without ID no bite history	3/30/2024 5:10 PM	Dearborn Heights									
A0055632079	Dog	Adoption		Transfer In	Without ID no bite history	3/30/2024 5:10 PM	Dearborn Heights									



**866-MHUMANE | [michiganhumane.org](http://michiganhumane.org)**  
30300 Telegraph Road, Suite 220  
Bingham Farms, MI 48025

April 12, 2024

RE: Relocation Letter

Dear Valued Customers, Suppliers, and Partners in business,

We are writing to let you know we are moving our administrative office to a new location on April 8, 2024. Our phone number (866)-MHUMANE and fax number (248) 283-5700 will remain unchanged.

New Office Address:

2937 E Grand Blvd  
Suite 800  
Detroit, MI 48202

We have enjoyed doing business with you and appreciate your support.

If you have any questions, feel free to contact us at any time at [accountsreceivable@michiganhumane.org](mailto:accountsreceivable@michiganhumane.org).

Sincerely,

Michigan Humane Accounts Receivable





Mobile Communication Services  
34411 Industrial Road  
Livonia, MI 48150  
Phone: 734-427-9400

## INVOICE

100001343-1

Page 1

Invoice Date: 04/09/2024

Bill To:  
DEARBORN HEIGHTS FIRE DEPT.  
ATTN: ACCOUNTS PAYABLE  
4500 TELEGRAPH  
DEARBORN HEIGHTS, MI 48125

Ship To:  
DEARBORN HEIGHTS FIRE DEPT.  
ATTN: ACCOUNTS PAYABLE  
4500 TELEGRAPH  
DEARBORN HEIGHTS, MI 48125

Customer #:3580		SalesPerson: 10	PO#: MICHAEL WEINBURGER	Terms: NET 30 DAYS	
Qty	Item	Description	Tech.	Unit Price	Amount
1	NOTES	STRIP OUT AND REINSTALL RADIO ON THE OLD FIRE CHIEFS TRUCK.	10	0.00	0.00
1	FRINST	FLAT RATE INSTALLATION	10	2,750.00	2,750.00
6.33	LBR/INST	INSTALL LABOR	541	0.00	0.00
		INSTALL RADIO, PARTS SUPPLIED BY CUSTOMER. MODEL: M25URS9PWIAN SER: 527CNZ2062 ADAPTER MODEL: DE2045-3274 FC MODEM MODEL: WA180700052129			
1	TRIP	TRIP CHARGE	10	0.00	0.00
7	LBR/INST	INSTALL LABOR	541	0.00	0.00

04/01 - 541 - REROUTED THE WIRING FOR THE RADIO AND INSTALLED 3 HEADSET CHARGERS ON THE SAME TRUCK. UNINSTALLED HEADSETS FROM AN OLD TRUCK. WORK ON FIXING ONE OF THE HEADSET CHARGERS. FINISH UP RUNNING WIRES AND CONNECTING EVERYTHING.

APR 23 2024

O.K. to pay  
(335-932)

Subtotal: \$2,750.00

Tax: \$0.00

**Total Amount: \$2,750.00**



New Image Building Services, LLC  
 1405 Combermere  
 Troy MI 48083  
 248-817-4907

INVOICE NO.	132038
DATE	05/01/24

**CUSTOMER**

Accounts Payable  
 City Of Dearborn Heights  
 The Caroline Kennedy Library  
 24590 George Street  
 Dearborn Heights, MI 48127

**SERVICE LOCATION**

Caroline Kennedy Library/Parent Crew  
 24590 George St  
 Dearborn Heights, MI 48127-3116

<b>TERMS:</b> Net 30 Days - Mail Invoice	<b>CUSTOMER NO.</b> 1046000	<b>JOB NO.</b> 1046001	<b>P.O. NO.</b>	
Description	Quantity	Unit of Measure	Price	Amount
MAY^ Monthly Service				
Cleaning Services - Caroline Kennedy Library	1.00	Month	1,905.12	1,905.12
Cleaning Services - John F. Kennedy Library	1.00	Month	946.89	946.89
<i>728-275-818-10</i>   <i>CHK TO AM</i>   <i>17M</i>   <i>5/7/2024</i>				
Please remit payment to: New Image Building Services, LLC 1405 Combermere Troy, MI 48083				
If paying by CHECK, include INVOICE # on Memo Line of Check Send ACH Payments: CIBC Bank USA Account Number: 2875802 / Routing Number: 0710-0648-6 EIN 85-3416644			<b>Sub-Total</b>	2,852.01
			<b>Sales Tax</b>	
			<b>TOTAL</b>	\$2,852.01



1623 Norris St Westland, MI, 48186-4950  
7342556866  
www.novastarproductions.com

# Nova Star Productions llc

## Invoice

Bill To: Dearborn Heights Parks And Recreations

Invoice No: 3  
Date: 05/02/2024  
Terms: NET 30  
Due Date: 06/01/2024

Description	Quantity	Rate	Amount
stage sound lighting and curtains	1 day	\$6,000.00	\$6,000.00
staging sound lighting and curtains for summer festival June 5th thru June 9th			
Subtotal			\$6,000.00
Total			\$6,000.00
Paid			\$0.00
Balance Due			\$6,000.00

### Payment Instructions

\$3,000.00 deposit due by Monday may 7th . remaining due day of event

691-891  
Kim Spaulk



Oakland County  
CLEMIS  
1200 N Telegraph  
Pontiac, MI 48341

## INVOICE

Customer ID: CU000447  
Invoice Number: CI036083  
Invoice Date: 03/31/2024  
Due Date: 05/30/2024  
Amount Due: USD 16,210.50

**Bill To:**

CITY OF DEARBORN HEIGHTS  
POLICE DEPT, ACCOUNTS PAYABLE  
25637 MICHIGAN AVE  
DEARBORN HEIGHTS, MI 48125

For billing questions, please call: Calvin Moy at 248-858-1037  
Email: moyc@oakgov.com

Description - Goods and Services	Quantity	UOM	Unit Price	Amount
CLEMIS Membership Usage Fee, JAN-MAR 2024	1	Each	4,930.00	4,930.00
CLEMIS MDC Participation Fee, JAN-MAR 2024	33	Each	273.50	9,025.50
CLEMIS Livescan, JUN-JUL 2024	1	Each	769.75	769.75
CLEMIS Livescan, JUN-JUL 2024	1	Each	485.25	485.25
CLEMIS Mug Capture Strn Maint, JUN-JUL 2024	1	Each	1,000.00	1,000.00
Sub Total				16,210.50
Tax				0.00
Invoice Total				16,210.50

PLEASE INCLUDE YOUR INVOICE NUMBER WHEN SUBMITTING PAYMENT.

**OK TO PAY**

101-300 = 818.000  
Ac Kern Surge - Swope  
4-12-24

**Please Remit Payments to:**

Oakland County  
Treasurers-Cash Acctg Bldg 12 E  
1200 N Telegraph  
Pontiac, MI 48341  
United States of America

# Ogletree Deakins

Submit Via E-Mail Only –  
Do Not Send Hard Copy

OGLETREE, DEAKINS, NASH,  
SMOAK & STEWART, P.C.

*Attorneys at Law*

Administrative Office  
50 International Drive  
Patewood IV, Suite 300  
Greenville, SC 29615  
Telephone: (864) 241-1801  
Facsimile: (864) 241-1908  
[www.ogletreedeakins.com](http://www.ogletreedeakins.com)

April 12, 2024

Mariana Hernandez  
Chief of Staff / FOIA Coordinator  
City of Dearborn Heights, MI  
6045 Fenton  
Dearborn Heights, MI 48127  
[mhernandez@dearbornheightsmi.gov](mailto:mhernandez@dearbornheightsmi.gov)

PERSONAL AND CONFIDENTIAL

Bill No. 91236629  
Client.Matter # 092580.000001

**Re: City of Dearborn Heights, MI Labor Negotiations**

For professional services rendered through March 31, 2024, in connection with the above-referenced matter as outlined on the attached detailed billing sheets:

Fees ..... \$4,070.00  
Expenses..... \$0.00  
**Total Due This Bill..... \$4,070.00**

*Ryan A. Fink*  
*Approved*  
*5/2/24*

101-210-826.000

Wire Payments		ACH Payments		Check Payments
TD Bank NA	ABA #: 0311-0126-6	TD Bank	ABA #: 053902197	PO Box 89
300 Delaware Ave	Account #: 7100526246	102 South Main St	Account #: 7100526246	Columbia, SC 29202
Wilmington, Delaware 19801	Swift Code: NRTHUS33XXX	Greenville, SC 29601		

Credit to Ogletree Deakins Nash Smoak & Stewart / Please include bill numbers / Federal Tax ID: 57-1044820 / UEI#: HJ1HV7QNBAM8

**Payable upon receipt.** Direct inquiries to the billing attorney or the Account Services Department (864) 241-1801.  
If you would like to receive your bills via e-mail, please notify [FinOps@ogletreedeakins.com](mailto:FinOps@ogletreedeakins.com)

Atlanta • Austin • Berlin (Germany) • Birmingham • Boston • Charleston • Charlotte • Chicago • Cleveland • Columbia • Columbus • Dallas • Denver • Detroit Metro • Greenville • Houston  
Indianapolis • Kansas City • Las Vegas • London (England) • Los Angeles • Memphis • Mexico City (Mexico) • Miami • Milwaukee • Minneapolis • Montréal (Canada) • Morristown  
Nashville • New Orleans • New York City • Oklahoma City • Orange County • Paris (France) • Philadelphia • Phoenix • Pittsburgh • Portland, ME • Portland, OR • Raleigh  
Richmond • Salt Lake City • St Louis • St. Thomas • Sacramento • San Antonio • San Diego • San Francisco • Seattle • Stamford • Tampa • Toronto (Canada) • Torrance • Tucson • Washington

Mariana Hernandez  
Chief of Staff / FOIA Coordinator  
City of Dearborn Heights, MI  
6045 Fenton  
Dearborn Heights, MI 48127  
mhernandez@dearbornheightsmi.gov

**Re: City of Dearborn Heights, MI Labor Negotiations**

For professional services rendered through March 31, 2024

Date	Initials	Description	Hours	Amount
03/04/24	CRM	Prepare amended unfair labor practice charge against IAFF, including specification of dates and examples of surface and bad faith bargaining.	3.40	935.00
03/04/24	CRM	Prepare brief in response to IAFF's Motion for More Definite Statement regarding the City's unfair labor practice charge.	1.30	357.50
03/04/24	CRM	Phone conversation with labor relations team regarding IAFF's Act 312 petition.	0.20	55.00
03/04/24	CRM	Electronic communication to City representatives regarding Act 312 arbitrator selection recommendations.	0.20	55.00
03/04/24	CRM	Electronic communication to MERC regarding extension of deadline to submit labor arbitrator rankings for IAFF Act 312 petition.	0.10	27.50
03/04/24	CRM	Preparation of draft Act 312 petition regarding IAFF for discussion with administration.	1.70	467.50
03/05/24	CRM	Drafting of Answer and objections to IAFF Act 312 petition.	1.60	440.00
03/06/24	CRM	Multiple phone conversations with labor relations team regarding IAFF bargaining.	1.00	275.00
03/06/24	CRM	Revise and finalize Answer to IAFF Act 312 petition and City's Act 312 petition.	2.60	715.00
03/07/24	CRM	Electronic communication to bargaining team regarding scheduling conference for IAFF Act 312 arbitration and tasks to accomplish in light of same.	0.30	82.50
03/07/24	CRM	Continue planning for Act 312 arbitration with IAFF, including analyzing of Act 312 administrative rules.	0.40	110.00
03/08/24	CRM	Strategize regarding expert witness and comparable communities for IAFF Act 312 arbitration.	0.20	55.00

Date	Initials	Description	Hours	Amount
03/08/24	CRM	Electronic communication to bargaining team regarding strategy for Act 312 arbitration.	0.10	27.50
03/26/24	CRM	Preparation for upcoming scheduling conference for IAFF Act 312 arbitration.	1.20	330.00
03/28/24	CRM	Conference with labor negotiations team regarding upcoming scheduling conference for IAFF Act 312 arbitration.	0.50	137.50
Total Services:			14.80	4,070.00

## Timekeeper Summary

Timekeeper	Title	Rate	Hours	Amount
Christopher R. Mikula	Shareholder	275.00	14.80	4,070.00

TOTAL FEES	\$4,070.00
TOTAL EXPENSES	\$0.00
TOTAL THIS BILL	\$4,070.00





On Target Living, LLC  
211 Harrier Dr  
Bath, MI 48808  
(517) 325-1140  
<http://www.ontargetliving.com>

## Invoice



**BILL TO**  
Dearborn Heights Police Department

**SHIP TO**  
Dearborn Heights Police Department

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
27514	04/17/2024	\$2,112.56	05/17/2024	Net 30	

DATE	DESCRIPTION	QTY	RATE	AMOUNT
04/16/2024	Speaking Fee - Matt Johnson	1	2,000.00	2,000.00
	OFFICER HEALTH AND WELNESS TRAINING	168	0.67	112.56
	BALANCE DUE			\$2,112.56

**OK TO PAY** City Training

101-300-962-000

A.C. K. 4-17-24

Make checks payable to On Target Living, LLC

# O'REILLY RANCILIO P.C.

ATTORNEYS AT LAW

Sterling Town Center . 12900 Hall Road, Suite 350 . Sterling Heights, MI 48313  
(586) 726-1000 . FAX (586) 726-1560 . [www.orelaw.com](http://www.orelaw.com)  
Tax Identification No. 38-2567969

March 06, 2024

Invoice No: 250156

MARIANA HERNANDEZ  
MHERNANDEZ@CI.DEARBORN-HEIGHTS.MI.US  
CHIEF OF STAFF / FOIA COORDINATOR  
CITY OF DEARBORN HEIGHTS  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

Client No:25001  
Matter No: 00001  
Billing Timekeeper: DPD  
Billing Through:02/29/2024

GENERAL COUNSEL

## FOR PROFESSIONAL SERVICES RENDERED

02/01/24	HLT	REVIEW ARTICLE XVIII OF ZONING ORDINANCE	4.80 hrs	\$768.00
02/02/24	DPD	REVIEW EMAIL FROM AND EMAIL TO R. FARINHA ET AL. RE: REQUESTS FROM COUNCIL MEMBERS FOR POLICE DEPARTMENT INFORMATION; REVIEW CITY CHARTER RE: SAME	0.50 hrs	\$80.00
02/02/24	HLT	COMPLETE REVIEW OF ARTICLE XVIII OF ZONING ORDINANCE; REVIEW ARTICLE XII OF ZONING ORDINANCE	3.50 hrs	\$560.00
02/03/24	AME	REVIEW EMAIL FROM K. MCKINNON RE: SAAD AUTO INVESTMENT; REVIEW ZONING ORDINANCE RE: PROCEDURAL STEPS FORWARD FOR SAME	1.00 hrs	\$160.00
02/05/24	DPD	CONTINUED RESEARCH AND REVIEW OF SIMILAR CHARTER PROVISIONS RE: INSPECTION OF CITY RECORDS BY COUNCIL MEMBERS	0.80 hrs	\$128.00
02/05/24	MDK	REVIEW QUESTION RE: INSPECTION OF RECORDS UNDER CHARTER BY COUNCIL	0.70 hrs	\$112.00
02/05/24	HLT	LEGAL RESEARCH RE INSPECTION OF CITY RECORDS	2.00 hrs	\$320.00
02/06/24	AME	REVIEW OF JANUARY 23, 2024 CITY COUNCIL MOTION RE: SAAD AUTO INVESTMENT RELIEF FROM MORATORIUM FOR ANY FUTURE NECESSARY ZONING APPROVALS	0.20 hrs	\$32.00
02/08/24	AME	DRAFT LEGAL MEMORANDUM RE: 25620 VAN BORN (SAAD AUTO INVESTMENTS LLC)	2.20 hrs	\$352.00
02/09/24	DPD	REVIEW LAW RE: DISCLOSURE OF INTERNAL INVESTIGATION RECORDS; EMAIL TO R. FARINHA ET AL. RE: SAME	0.80 hrs	\$128.00
02/09/24	AME	CONTINUE REVIEWING AND REVISING ARTICLE I OF THE ZONING ORDINANCE; BEGIN REVIEWING AND REVISING ARTICLE II OF THE ZONING ORDINANCE	1.60 hrs	\$256.00

02/09/24	HLT	PREPARATION FOR ZBA MEETING	5.50 hrs	\$880.00
02/12/24	DPD	CONTINUED PREPARATION OF ANALYSIS MEMORANDUM FOR K. MCKINNON RE: SAAD AUTO INVESTMENT LLC	0.30 hrs	\$48.00
02/12/24	AME	CONTINUE REVIEWING AND REVISING ARTICLE II OF THE ZONING ORDINANCE	1.70 hrs	\$272.00
02/12/24	AME	REVISE LEGAL MEMORANDUM RE: 25620 VAN BORN (SAAD AUTO)	0.20 hrs	\$32.00
02/12/24	HLT	PREPARATION FOR ZBA MEETING	3.40 hrs	\$544.00
02/13/24	DPD	CONTINUED PREPARATION FOR ZBA MEETING RE: VARIANCES NEEDED FOR 8052 FENTON	0.40 hrs	\$64.00
02/13/24	HLT	PREPARATION FOR ZBA MEETING	0.80 hrs	\$128.00
02/14/24	DPD	REVIEW E-MAILS RE: COUNCIL PERSON REQUESTS FOR DHPD RECORDS	0.20 hrs	\$32.00
02/14/24	HLT	PREPARATION FOR ZBA MEETING	2.80 hrs	\$448.00
02/15/24	HLT	PREPARATION FOR ZBA MEETING	2.50 hrs	\$400.00
02/15/24	HLT	ATTEND ZBA MEETING	1.30 hrs	\$208.00
02/20/24	DPD	REVIEW EMAIL FROM AND EMAIL TO R. CONRAD AND S. SHOCKEY RE: SUBROGATION CLAIM FOR 17377 W. OUTER DRIVE; REVIEW PRIOR E-MAILS, CLAIM HISTORY, AND CLAIM FORMS FROM D. SCHLARB RE: SAME	0.50 hrs	\$80.00
02/20/24	AME	CONTINUE REVIEW OF ARTICLE II OF THE ZONING ORDINANCE	0.70 hrs	\$112.00
02/21/24	AME	CONTINUE REVIEW OF ARTICLE II OF THE ZONING ORDINANCE RE: POSSIBLE MODIFICATIONS AND AMENDMENTS	0.60 hrs	\$96.00
02/23/24	AME	CONTINUE REVIEW OF ARTICLE II OF THE ZONING ORDINANCE RE: POSSIBLE AMENDMENTS	3.00 hrs	\$480.00
02/27/24	DPD	REVIEW EMAIL FROM AND EMAIL TO S. SHOCKEY RE: TEMPLATES FOR GRANTING FOIA APPEALS	0.50 hrs	\$80.00

TOTAL FEES

\$6,800.00

#### BILLING SUMMARY

TOTAL FEES

\$6,800.00

TOTAL CHARGES FOR THIS INVOICE

\$6,800.00

*[Handwritten Signature]*  
3/20/24

101-210-826.000



To: Mayor Bill Bazzi

Cc: Chief Jerrod Hart

From: Kevin Swope  
Director of Police Operations

Subject: SMIP Program 2024

Date: 11/20/2023

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Mayor Bazzi and Chief Hart,

I am requesting authorization to attend the Senior Management Institute for Police Program session 92 which takes place July 7, 2023 through July 25, 2023 in Boston, MA. This executive level educational program was developed by the Police Executive Research Forum. I have attached information related to the educational program to this memo. There is no doubt that this prestigious program will instruct me on many important lessons and leadership principles which will benefit the City of Dearborn Heights. The opportunity to join the SMIP program is something that is coveted amongst law enforcement executives as only a small group of law enforcement executives can attend each year. The cost to attend this program is \$11,400 which will be paid from the police forfeiture account. The cost includes training, lodging, parking, and meals. I appreciate any consideration you give this request. Thank you.

A handwritten signature in black ink, appearing to read "Kevin Swope", written in a cursive style.

Director Kevin Swope



## **Why SMIP**

The policing profession is changing as never before. Today's police executives face challenges that did not exist a decade ago, or even a year ago. Recruiting and retention challenges, stubbornly high violent crime rates, communities' concerns about police use of force and calls for reform measures, the worsening opioid crisis, increasing homelessness, constantly evolving domestic terror threats, and the implications of cybercrimes stemming from new technologies – all of these represent new and difficult challenges for police leaders.

Communities expect more from their police departments in terms of de-escalation strategies and critical thinking, appropriate use of force, procedural justice, accountability, and transparency. Police executives seeking to employ new technologies such as facial recognition and drones are often faced with public scrutiny over privacy and other concerns. Issues related to officer wellness, mental health and police suicides are also taking on new prominence. Today's recruits differ in significant ways from previous generations in how they view their careers and what they want to achieve, and recruitment is becoming more difficult. Chiefs and Sheriffs must find new ways to address these issues and deliver a wider scope of services, often with fewer resources. *The very nature of leadership in policing is changing.*

Our goal with SMIP is to ensure that the instruction reflects the best thinking about the changes that are taking place in the field. The SMIP curriculum is continually updated, and the SMIP faculty has the experience and wisdom to prepare attendees to address the current and future challenges in policing. The SMIP program is always informed by recommendations of previous SMIP attendees as well as the leading practitioners and academics who participate in PERF's conferences.

## **Program Overview**

SMIP is a program of the Police Executive Research Forum that provides senior police

executives with intensive training in the latest management concepts and practices used in business and government. It also features discussions of the most challenging issues facing law enforcement executives today.

A demanding three-week course, SMIP brings together a faculty from top universities, successful law enforcement chief executives, and subject matter experts from the private sector. It is designed for **mid- to upper-level police executives who ultimately will lead police agencies** throughout the United States and other participating countries. SMIP's curriculum addresses the issues that demand the attention of today's forward-thinking law enforcement leaders. Classes normally are held at the Boston University School of Law, where participants learn and reside in the university's classrooms and residence hall.

### **The SMIP Value Proposition**

SMIP brings together leading thinkers in corporate and public management to provide intensive training in the latest management theories and practice, innovative solutions to organizational problems, and discussion of important issues in managing public service organizations effectively. The program's goal is to give police managers the same quality of management education available to other leaders in the public and private sectors.

As a developmental program for the profession's current and future leaders, SMIP focuses on leadership and executive development. **The curriculum is much more conceptual than technical and requires participants to think in broad terms about their agencies' environment and operations. Readings and class discussions stimulate critical thinking and problem-solving.**

Participants emerge with an understanding of advanced management practices and effective leadership. They also develop an enhanced awareness of the management methods and resources necessary for fulfilling current or future responsibilities. By sharing individual management experiences and exchanging ideas during group discussions, participants gain confidence in their managerial abilities and develop sources of consultation, advice and support that will endure well beyond the course.

Upon registering to SMIP, attendees are offered free PERF membership for the remainder of the calendar year, and a registration fee waiver for PERF's next Annual Meeting. The extensive resources of PERF and SMIP are available to participants after the course. This commitment has helped make SMIP a national center for the education and training of the future leaders of policing.

### **What the Course Is All About**

SMIP gives participants a clear understanding of general management theory, policy development, planning processes, and organizational behavior. Among the topics covered are diversity, political management, organizational strategy, performance management, organizational change, leadership, managerial problem-solving, strategy implementation, leadership communications, career planning, negotiation, the budgeting process, critical incident response, media relations, officer wellness, and new policing strategies and innovations.

The program requires extensive reading with classroom discussion of the issues presented in the readings. Participants are encouraged to apply the concepts and issues presented within their own organizations. Because of the program's intensity and daily group study, **all participants are required to reside on campus for the program's duration**, except weekends.

Because many participants have already completed post-graduate studies, SMIP does not offer college credit. However, former participants have been awarded graduate credit by colleges they attended upon presentation of the SMIP objectives and course curriculum.

### **Individual Commitment**

SMIP is a very demanding, fast-paced, reading-intensive program that requires considerable commitment and hard work in class and after class through independent and group study assignments. Each day, participants will be called upon in class to offer their perspectives on the issues presented in the assigned cases and readings. A lack of preparedness will result not only in diminished success of the individual, but it can also impact the progress of the entire class. Keeping up with assignments and teamwork is essential.

### **Qualifications for Individual Attendance**

Enrollment is limited. To qualify for SMIP, you must be the chief executive or a senior manager in your agency (lieutenant or above, or professional civilian staff equivalent) with significant responsibility for major agency activities. **A four-year college degree—or the accumulation of 120 credit hours—from an accredited college or university is required.**

### **The Online Application Process**

Beginning October 2, SMIP applications will be accepted on the PERF website. SMIP tuition is set at \$11,150. Tuition covers instruction, materials, planned events, lodging and meals throughout the program. A \$550 credit card deposit is required to submit an online application. In the event an applicant is not accepted, the deposit will be promptly credited back to the card upon which the charge was made. Otherwise, deposits are non-refundable. If accepted, the balance of tuition is due and must be paid by check within 45 days of acceptance notification.

### **Cancellations**

If an accepted applicant needs to cancel their registration, they must let PERF know in writing as soon as possible. SMIP seats are transferable, and it is preferable that the agency find a replacement rather than forfeit the seat. If an applicant needs to cancel and no qualified replacement can be found:

- Prior to 90 days of the start of the applicant's session, PERF will issue a full tuition refund.
- Between 30 – 90 days of the start of the applicant's session, PERF will issue a tuition refund, minus the \$550 deposit.
- 30 days or less from the start of the applicant's session, PERF will not be able to issue a tuition refund.*

**PERF will consider each late cancellation on a case-by-case basis, especially in the event of an agency, health, or family emergency.*

### **SMIP Scholarships**

PERF is excited to announce that we are offering SMIP scholarships again for the 2024 program to agencies and individuals who qualify. This scholarship is intended to benefit agencies that couldn't otherwise send members to SMIP. Each scholarship will cover tuition (\$11,150.00) and flights to/from Boston.

Please read the criteria below to see if you or your agency qualify for a scholarship.

- The applicant's agency must not have sent a member to SMIP within the last 5 years (since the 2018 program).
- The applicant must meet the basic requirements to attend SMIP (achieved the rank of lieutenant or above (or a civilian equivalent) and have a bachelor's degree (or the equivalent of 120-credit hours).
- The applicant must provide a one-page letter of recommendation from the head of their agency. If the applicant is a chief, then they must have a letter of recommendation from their city manager.
- The applicant must provide a brief professional bio, including professional goals, such as the desire to become a chief or a member of a command staff.
- The applicant must submit a brief memo describing a current professional challenge or a challenge their agency is facing and describing how SMIP would assist them in overcoming that challenge.
- The applicant must become a PERF member if they are not one already.

After an initial review of applications, PERF will conduct phone interviews with scholarship finalists.

Please send all application materials to Gabi Sereboff at [gsereboff@policeforum.org](mailto:gsereboff@policeforum.org) by Friday, November 17th.

If you have questions, please contact Matt Harman at [mharman@policeforum.org](mailto:mharman@policeforum.org) or at 202-454-8302.

### **SMIP Graduates Can Get Credit Toward a Master's Degree**

Graduates of SMIP can now get transfer credit toward an M.S. in Law Enforcement & Public Safety Leadership from the University of San Diego. [Click here](#) for details.

### **For More Information**

Questions should be directed to **Senior Principal Matt Harman** at 202-454-8302 (direct), 301-785-4019 (cell/text), or [mharman@policeforum.org](mailto:mharman@policeforum.org) or **Senior Principal Dan Alioto** at 202-454-8337 (direct) or [dalioto@policeforum.org](mailto:dalioto@policeforum.org)

*The Senior Management Institute for Police (SMIP) and the Police Executive Research Forum (PERF) are not affiliated with Boston University. Although SMIP is scheduled to occur on the campus of Boston University, the use of University facilities and/or property does not constitute or imply the endorsement or support of SMIP or PERF by Boston University.*





POLICE EXECUTIVE  
RESEARCH FORUM

## Police Executive Research Forum

Remittance Address:

PO Box 418044

Boston, MA 02241

(202) 466-7820 fax (202) 466-7826

October 6, 2023

Invoice No: 209359407

### INVOICE

**SMIP Attendee:**

Name	Kevin Swope
Organization	Dearborn Heights Police Department
Address	25637 Michigan Ave
	Dearborn Heights, Michigan 48116
SMIP Session	Session 92: July 7th - July 25th

Please pay the **BALANCE DUE** by check within 45 days. The check should be payable to *Police Executive Research Forum*, with the name of the participant and agency in the memo section, and sent to:

PERF c/o SMIP

PO Box 418044

Boston, MA 02241-8044

Description	Amount
Session 92: July 7th - July 25th	\$11,150.00
Parking	Parking - \$250.00
Kevin Swope	
Dearborn Heights Police Department	
*Please make checks payable in U.S. funds*	
Subtotal	\$11,400.00
Amount Paid to Date	\$800.00
Balance Due	\$10,600.00

PLEASE CONTACT GABRIELLE SEREBOFF AT [gsereboff@Policeforum.org](mailto:gsereboff@Policeforum.org) or (202) 454-8343 WITH ANY QUESTIONS



## POLICE EXECUTIVE RESEARCH FORUM

### SENIOR MANAGEMENT INSTITUTE FOR POLICE (SMIP) GENERAL INFORMATION SMIP 2024: SESSIONS 90-93

Congratulations on being selected to attend the Senior Management Institute for Police (SMIP). The enclosed general information will assist you in planning for your arrival, stay, coursework, and departure. Our aim is to make SMIP as enjoyable and meaningful as possible. PERF and Boston University representatives will be available, on-site, before and during your session to answer any questions that may arise outside of the areas covered below. Also, we will send you additional information as we get closer to your SMIP session.

Any questions you may have in the interim should be directed to Matt Harman at (202) 454-8302 (direct), (301) 785-4019 (cell/text), or [mharman@policeforum.org](mailto:mharman@policeforum.org), or Dan Alioto at (202) 454-8337 (direct) or [dalioto@policeforum.org](mailto:dalioto@policeforum.org).

### **PROGRAM DATES AND RESIDENCE LOCATION**

**Session 90** – Sunday, June 2 – Thursday, June 20, 2024

**Session 91** – Monday, June 3 – Friday, June 21, 2024

**Session 92** – Sunday, July 7 – Thursday, July 25, 2024

**Session 93** – Monday, July 8 – Friday, July 26, 2024

#### **Student Residence Hall**

The Student Village at 10 Buick Street, Boston, MA 02215

(This is your residence hall and the location where you check in.)

### **ARRIVING AND DEPARTING**

The following may be useful in making travel arrangements.

### ***Arrival on Campus***

All participants should plan to check in to the dorm Boston University's campus no later than 12:30 pm on your session's Orientation Day (listed below). If flying, plan to arrive at Boston's Logan Airport **no later than 11:00 am**. Flights are often delayed so you may wish to arrive the day before your orientation. There is no additional lodging cost if you arrive a day early, but you should have indicated the day of your arrival in your online application. Please note that program meals start with dinner after your session's orientation, which takes place at 2:00 pm on the first day of your session. If you arrive early, you are on your own for meals until then. If the day of your planned arrival changes from what you indicated on your application, please let either Matt Harman or Dan Alioto know well before arrival (see contact information above). There is no need to inform us of arrival time changes unless your arrival on campus will be delayed.

### ***Orientation Session & Welcome Reception***

Our orientation session will take place at **2:00 pm** on:

- **Sunday, June 2 – Session 90**
- **Monday, June 3 – Session 91**
- **Sunday, July 7 – Session 92**
- **Monday, July 8 – Session 93**

You will be given the location and directions to orientation closer to the start of your session.

### ***Graduation***

The SMIP program will end by **1:30 pm** on:

- **Thursday, June 20 – Session 90**
- **Friday, June 21 – Session 91**
- **Thursday, July 25 – Session 92**
- **Friday, July 26 – Session 93**

The last class session ends at noon that day. We will then adjourn to a "Graduation Luncheon and Awards Ceremony." Every participant is expected to see the program through to its conclusion. **Please do not make reservations for a flight that departs earlier than 4:30 pm on graduation day.**

***If someone other than you will be making your travel arrangements, please be sure they are aware of this schedule. Every year someone misses graduation because they or the person arranging travel did not understand this.*** In the event you absolutely must depart prior to the official end of SMIP, please arrange for your **agency head** to officially notify PERF in advance. If there are no flights to your destination that late in the day, and you need to stay on campus until the next morning, there is no cost to stay in the residence hall the extra night. However, program meals end with the graduation luncheon and everyone must check out of the residence hall by 11:00 am the next day. You should have indicated

on your online application if you plan to stay until the next morning; if your plans change, please notify Matt Harman in advance.

### ***Personal or Department Automobiles***

Boston University is located in the city and is very convenient to mass transit. There is little use for a car in Boston. Most SMIP participants who bring cars find they do not use them during their stay at SMIP.

**Renting a car for your three weeks at SMIP is completely unnecessary.** Near the campus and in most downtown locations, legal street parking is very hard to find. Public parking lots are expensive. Boston and the BU campus can be very congested, and parking is difficult to find. Police vehicles are not exempt from tickets and towing (it has happened in the past).

If you do plan to drive, the campus has secure parking spaces that can be procured at a cost of \$250 for the full three weeks of the program. If you plan to bring a vehicle and park on campus, you must make arrangements in advance. Please do not approach the BU campus police or other local police departments about parking on their lots. With over 200 of us on campus when sessions overlap, the number of police vehicles driven to SMIP demands that we park in the designated lot. If your parking plans change from what you indicated on your online application, you must let Matt Harman know before arrival. Once PERF takes custody of parking passes a few days before your session starts, they cannot be returned or refunded. **Parking passes will only be issued at check-in if pre-arranged and pre-paid.**

### **OUTWARD BOUND**

This year, PERF will feature one day at Thompson Island Outward Bound Professional (OB). OB is an experiential program that will encourage attendees to apply what's been taught in the classroom to structured and supervised leadership building activities. Each activity and after-action review is focused on amplifying participants' effectiveness in leadership roles. OB is located on Thompson Island in the Boston Harbor Islands National Park.

Attendees should be prepared to spend a day outdoors with their session. The level of physical activity will vary depending on the exercise and role, but OB is designed for participants of all ages and physical abilities. Every attendee will be able to participate in some manner with their classmates. PERF recommends that SMIP attendees plan to pack comfortable clothes and footwear for their session's day at OB. PERF will provide more information on the OB day at SMIP, but for background on OB's adult programs, please visit their website [here](#).

### **MEALS AND SNACKS**

#### ***Provided Meals***

Meals will be provided, at no additional cost, starting with dinner after orientation and ending with the Graduation Luncheon on your final day. All provided meals will be served in the Boston University cafeteria or provided by PERF and BU Catering. Those of you arriving early or staying late will find various restaurants and fast-casual establishments within the Boston University area. During the program, three meals are provided Monday through Friday. Brunch and dinner will be offered on weekends rather than three meals. Mealtimes will be listed on the class schedule provided at orientation.

**There will be one dinner early in the program that is not covered by SMIP, due to a planned SMIP event.** Please account for this if your agency is providing a per diem.

### ***Dining Out***

In the event you would like to enjoy an occasional meal out, there is a wide variety of restaurants within a few blocks of the campus. Boston is home to many *exceptional* restaurants, though some are out of walking distance from the campus.

### ***Daily Breaks***

Each class day, there will be morning and afternoon breaks during which refreshments will be provided. Breaks will provide sufficient time for using the restroom and returning phone calls and text messages.

### ***Convenience Stores***

There are small markets all over the BU campus. There is a well-stocked market/sandwich shop in your residence hall, but in the summer it is closed in the evening. Also, a CVS Pharmacy, Target, and Star Market grocery store are within walking distance of the dorm.

## **VISITORS**

Boston and the surrounding area is a great place to vacation, and many attendees have family and/or friends join them in Boston for some sightseeing. June and July are ideal months for visiting Boston, but it is highly recommended that any visitors come before or after, ***but not during***, your SMIP session. This is not to discourage weekend visitors; just be aware that there are still reading assignments to be completed for Monday morning. Most attendees find that during their three weeks in Boston they become sufficiently familiar with the city, and the attractions that would interest their families or guests, that they become excellent tour guides. Thus, the best time for visitors is after SMIP.

**Overnight guests and pets are not permitted in the residence hall.** Only SMIP attendees and registered PERF staff/faculty are permitted in the 10 Buick Street residence hall after 11:00 pm. Building security requires all guests to sign in and surrender their driver's license. Guests are permitted until 11:00 pm. Campus authorities will look for anyone who has not picked up their license and signed out by 11:00 pm. Please be respectful of the fact that you share the common areas of your suite with three other attendees to whom this is also home. **Neither attendees nor their guests can be accommodated in the residence hall before or after SMIP.**

### ***Visitor Accommodations***

In the event you plan to have guests meet you in Boston, there are a number of hotels not too far from the Boston University campus. The Commonwealth Hotel is owned by BU and is located at the east end of the campus (by Fenway Park), about two miles from your dorm. The Doubletree and Hyatt hotels in Cambridge are close by and may be less costly. There are also hotels in the neighboring city of Brookline. The Omni Parker House is a great old but restored hotel in the heart of Boston that *sometimes* offers great deals. Generally though, accommodations near downtown Boston can be very expensive.

Additionally, several dozen colleges and universities in Boston will be holding commencement exercises in early June, making rooms sometimes difficult to find and very costly. You may find the best deals online. Use the 700 block of Commonwealth Avenue, Boston, MA 02215 as the base location for your search of nearby hotels. Since the “T” (mass transit system) is so convenient, you may find more economical rooms away from the city center but still on the “T” routes.

### ***Guests at Graduation***

You are welcome to have family members or other guests join you at the Graduation Luncheon and Awards Ceremony, with adequate notice. There is no cost for this. Please limit graduation guests to two people.

### **FIREARMS**

Firearms security is a major issue with the university administration. **Firearms are strictly prohibited by Boston University policy.** The Boston University Police Department understands this may raise a problem for those driving a police vehicle to SMIP. Therefore, they have offered to make secure weapon lock boxes at their facility available to sworn officials attending SMIP. Please utilize these lock boxes. Do not keep weapons in cars or rooms on campus. The campus police headquarters is located on Harry Agganis Way, one block west of our residence hall. If you plan to bring a firearm, please let both the BU Police Department and Matt Harman or Dan Alioto know.

### **PRE-SESSION READINGS**

If you chose to receive your pre-session readings digitally, PERF will email you several links to the PERF publications. If you opted for hard copies, you will receive these in the mail. Regardless of your choice, PERF will send these materials to you about four weeks before your session starts, and you should read these materials before attending SMIP.

### **FOR MORE INFORMATION AND QUESTIONS**

PERF will send you additional logistical information as we get closer to your session. We also plan to host several informational calls to go over more program details and answer any questions you may have. However, should you have any questions prior to those calls or your arrival, please contact Matt Harman at (202) 454-8302 (direct), (301) 785-4019 (mobile/text), or [mharman@policeforum.org](mailto:mharman@policeforum.org), or Dan Alioto at (202) 454-8337 (direct) or [dalioto@policeforum.org](mailto:dalioto@policeforum.org).

We look forward to seeing you in Boston.

Todd Russell Perkins, Esq.  
Mohammed Azeem Nasser, Esq.  
Adam G. Clements, Esq.  
Robert Gross, Esq.  
Joshua Thomas, Esq.  
Jeremy Bowie, Esq.  
Edward Martell, Esq.  
Ken Wilson, Esq. - *Of Counsel*  
James Stump, Esq. - *Of Counsel*  
Hon. Margie E. Braxton, *ret'd*



FORD BUILDING  
615 GRISWOLD SUITE 400  
DETROIT, MICHIGAN 48226

313.964.1702 OFFICE  
313.964.1980 FAX

April 1, 2024

Roger Farinha,  
General Counsel  
rafarinha@dearbornheightsmi  
Dearborn Heights City Hall  
6045 Fenton  
Dearborn Heights, MI 48127

**Re: Invoice No. 7 - Invoice for Legal Services March 2024**

Date	DESCRIPTION	HOURS	AMOUNT (\$150.00/hr)	LAWYER
3/22	Work on and update proposals to Command Union, review MERS DROP and Optional Annuity Withdrawal provisions.	4.0	\$600.00	KSW
3/25	Finalize and send out proposals for both Command and Patrol, with transmittal narrative.	3.50	\$525.00	KSW
3/29	Review materials from other municipalities to begin work on exhibit, "value of a lieutenant's or sergeant's retirement package" email client.	3.0	\$450.00	KSW
	TOTAL FEES	10.50	\$1,575.00	

**Total Due for this Invoice:**

\$1,575.00

Sincerely Yours,

Kenneth S. Wilson, Esq.

Approved 04/03/2024  
Mohamed Husein  
GL: 101-226-818.000



Plante & Moran, PLLC  
3000 Town Center  
Suite 100  
Southfield, MI 48075  
Tel: +1 (248) 352-2500

## INVOICE

City of Dearborn Heights  
6045 Fenton  
Dearborn Heights, MI 48127  
United States of America

Date: 04/29/2024  
Client No: 17784  
Invoice No: 10221954  
Page: 1

### For Professional Services Rendered

For professional services rendered March 16 through April 9, 2024 as approved by City Council on October 25, 2022.

40,328.63

Work performed includes bank reconciliations, journal entries, budget, public assistance grant discussion, payroll reports, tax reconciling, on site accounting assistance, client meetings and other communication.

Staff: 278.5 hours

Balance Due

\$40,328.63 USD

*Plante & Moran*  5/6/24

101-223-817.000

#### Remittance Information:

##### Check:

Plante & Moran PLLC  
16060 Collections Center  
Drive  
Chicago, IL 60693

Bank  
Routing/ABA#  
Bank Address

Account Number  
Account Name

##### Wire Transfer:

Bank of America  
026009593  
222 Broadway  
New York, NY 10038

9890996003  
Plante & Moran, PLLC

##### ACH:

Bank of America  
071000039  
100 North Tryon Street  
Charlotte, NC 28202

9890996003  
Plante & Moran, PLLC



#### Client Payment Portal:

<https://www.plantemoran.com/client-payment-portal>



Date	Staff	Memo	Hours
3/18/2024		2024-25 Budget Prep Work - prepared Budget Version 2, eliminating vacant positions and capital outlay expenditures	5.50
3/18/2024		January Bank recs	3.25
3/18/2024		Public assistance grant discussion	1.00
3/18/2024		Budget	1.50
3/19/2024		Worked with Jamie Still on Water Sewer Bank Reconciliation - January 2024	7.00
3/19/2024			0.25
3/19/2024		Comerica water bank recs w/ Juli	7.00
3/19/2024		billing	0.25
3/19/2024		Travel to/from DH	1.00
3/19/2024		Budget, dis	9.75
3/20/2024		download paylocity payroll reports but hold off on updating and entering to be able to train Mahdi, complete January highway report and review December balances/split entry to ensure no changes, updates with Michelle, call with Juli O to go over bank rec questions/updates	1.25
3/20/2024		Worked on January 2024 & February Water Bank Reconciliation	
3/20/2024		.Discuss with M.Lewis bank rec training plan for client	6.00
3/20/2024		single audit	0.25
3/20/2024		Budget versions, discussions with city staff	1.00
3/21/2024		Worked on February 2024 Water Bank Reconciliation (12)	5.00
			7.50
		Worked on January 2024 Water OM Bank Reconciliation (11)	
3/21/2024		Worked jointly with Kaitlyn Powers on bank reconciliation strategies on streamlining the task call with Juli to go through bank recs, data snipper, reconciling items, investigate into GL activity, and work together on February 2024 water bank reconciliation	1.75
3/21/2024		travel to/from DH	1.00
3/21/2024		budget, review bank reconciliations, etc.	7.50
3/22/2024		Bank Statement Data Snipper training with Kaitlyn Powers	4.75
		Continued working on Bank Reconciliations & Data Snipped Bank Statements	
3/22/2024		Meeting with Kaitlyn Powers - Bank Rec Update	
3/22/2024		working session with Juli on bank recs and data snipper training, call with Sarah on DH bank recs and client updates, call with Juli to update on DH bank rec training and client processes	1.75
3/22/2024		Planning time for bank rec training setup for client	1.00
3/22/2024		Budget	6.25
3/23/2024		Tax reconciling items, Water reconciling items clean up in BS& A and in excel files	6.25

3/25/2024	Revised Bank Reconciliation Instructions for Staff Training	7.00
	Researched and selected 5 bank reconciliation tasks for DH staff to start working on	
	Meeting with Sarah Balcueva - Training DH staff to reconcile 5 bank statements	
	Meeting with Jamie Still - January 2024 Water (bank code 12) update	
	Continued working on Water (bank code 12) February 2024 Bank Reconciliation	
	Meeting with Kaitlyn Powers - update on training with Jamie Still and tax savings account	
3/25/2024	Bank Rec Training Planning. Meet with Juli to discuss which bank recs to train client to complete.	1.25
3/25/2024	call with Juli to discuss Dearborn Heights and Bank recs, call with Jamie to discuss bank recs and DH updates	0.75
3/25/2024	DH Bank recs Comerica water	1.00
3/25/2024	Tax bank reconciling items and bank recs	6.50
3/25/2024	Budget, meetings with city staff	8.50
3/25/2024		1.00
3/26/2024	Meeting with Michelle Lewis - Update on bank reconciliations	10.00
	Meeting with Jamie Still - Bank Rec training	
	Continue working on Water Bank Reconciliations - January & February 2024 (bank code 12)	
3/26/2024	call with Michelle and Sarah B on game plan for DH client training on Thursday	0.25
3/26/2024	Meeting with K.Powers and M.Lewis to discuss DH training process.	1.00
3/26/2024	Cross train Juli on DH Bank recs	0.75
3/26/2024	Comerica water reconciling items review for Juli training	1.50
3/26/2024	Training discussion	0.75
3/26/2024	Budget, discussions with comptroller, Mariana, mayor	4.50
3/27/2024	Continued balancing January & February Water (7403) bank statements	10.25
	Progress Meeting With Michelle Lewis	
3/27/2024		0.50
3/27/2024	Budget meeting with Mariana	1.00
3/27/2024	Budget	4.25
3/28/2024	on site accounting assistance, train Mahdi on payroll process journal entries and BS&A, updates with Michelle, update payroll process narrative, answer client questions	2.50
3/28/2024	travel from home to client (40 less 20 minutes) and client to home (49 less 20 minutes)	0.75
3/28/2024	Continued working on bank statements - Water (7403) for January and February 2024.	3.50
3/28/2024	Budget, training for comptroller staff	8.50

3/28/2024	travel to/from DH	1.00
3/29/2024	January and February 2024 Water (7403) bank reconciliation work	6.00
3/29/2024	Training meeting with Jamie Still - Comerica Water	0.50
3/29/2024	Bank rec check	2.50
3/29/2024	Updated bank recs for training	1.00
3/29/2024	Budget meeting with Mariana	2.50
3/30/2024	Budget	4.50
4/1/2024	Budget finalization	6.25
	Time spent reconciling and training with Jamie Still on Chase Water (Bank Code 11)	
	Continued reconciling January & February 2024 Bank Reconciliations for Comerica Water (Bank Code 12)	
4/1/2024	Bank recs	3.25
4/1/2024	Chase water reconciling items	1.50
4/1/2024	Budget	3.50
4/2/2024	Continued to work on Chase Water Bank Statements (Bank Code 11) for January & February 2024.	6.50
4/2/2024	remote access, bs&a, look at highway reports and journal entries	0.25
4/2/2024	Cross train Juli bank recs	0.75
4/2/2024	Bank recs	1.75
4/2/2024	Budget, meetings with comptroller, accountant and chief of staff	1.00
4/2/2024	Update meeting with Michelle Lewis	7.50
4/3/2024		10.50
4/3/2024	Continued balancing January & February Chase Water Bank Statements (Bank Code 11)	
4/3/2024	DH Bank Rec Training Client Follow-up	2.00
4/3/2024	Assist with CWSRF application, budget items	1.75
4/4/2024	Bank Rec assistance meeting with Sarah Balcueva	4.50
4/4/2024	Continue working on Chase Water Bank Statement Reconciliation for January & February 2024	
4/4/2024	call with Juli O'Bryant on DH and bank recs	0.25
4/4/2024	DH Meeting with Juli to discuss bank recs	3.00
4/5/2024	Reviewed excel balancing WP from Sarah Balcueva	1.25
		3.00
4/5/2024	Continued working on Chase Water Bank Statements for January & February 2024	
	1- Tax bank recs	5.00
	4- updated tax bank rec o/s divdat and paper deposits	

4/5/2024	call with Jamie to train on tax bank rec for february- gl detail reports, cash deposit report, and how to analyze/match up	0.75
4/5/2024	Reviewing reconciling items for Juli to assist in preparation/training on DH bank recs	2.50
4/8/2024	Continue working on January and February Chase & Comerica Water bank reconciliations	9.00
4/8/2024	Meeting with Kaitlyn Powers - reviewed the tax savings bank rec procedures	1.50
4/9/2024	working call with Juli O'Bryant on updates and bank reconciliations	9.00
4/9/2024	Continued working on January and February Chase & Comerica bank statements	0.25
4/9/2024	Sent Juli dividat emails for tax and water	1.00
4/9/2024	Meetings with city personnel, training accountant on journal entries, bank reconciliations	8.50
4/9/2024	bank recs	1.00



Plante & Moran, PLLC  
3000 Town Center  
Suite 100  
Southfield, MI 48075  
Tel: +1 (248) 352-2500

## INVOICE

City of Dearborn Heights  
6045 Fenton  
Dearborn Heights, MI 48127  
United States of America

Date: 05/01/2024  
Client No: 17784  
Invoice No: 10221980  
Page: 1

### For Professional Services Rendered

For professional services rendered April 9 through April 24, 2024 as approved by City Council on October 25, 2022. 25,688.63

Work performed includes bank reconciliations, journal entries, budget, public assistance grant discussion, payroll reports, tax reconciling, on site accounting assistance, client meetings and other communication

Staff: 183.25

Plante Moran's fiscal year is soon ending. We would greatly appreciate receiving your payment within 30 days to assist us in meeting our cash collections requirement. Thank you in advance for your assistance!

**Balance Due**

**\$25,688.63 USD**

*James E. Moran* 5/6/24

101-223-817.000

#### Remittance Information:

##### Check:

Plante & Moran PLLC  
16060 Collections Center  
Drive  
Chicago, IL 60693

Bank  
Routing/ABA#  
Bank Address

Account Number  
Account Name

##### Wire Transfer:

Bank of America  
026009593  
222 Broadway  
New York, NY 10038

9890996003  
Plante & Moran, PLLC

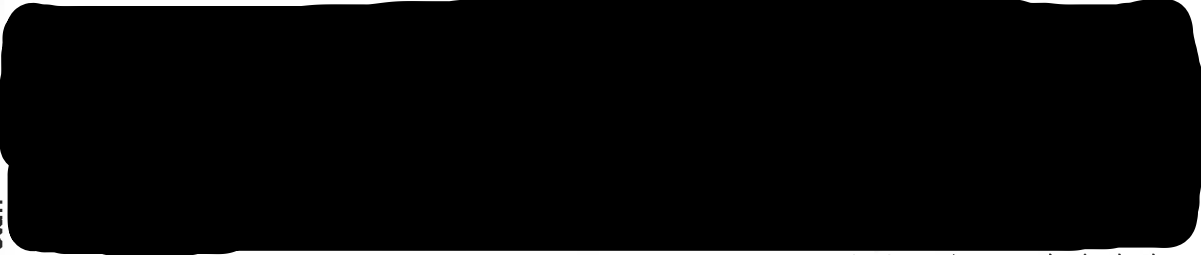
##### ACH:

Bank of America  
071000039  
100 North Tryon Street  
Charlotte, NC 28202

9890996003  
Plante & Moran, PLLC



**Client Payment Portal:** <https://www.plantemoran.com/client-payment-portal>

Date	Staff	Memo	Hours
4/10/2024		Continued working on Chase & Comerica January & February Bank Reconciliations	9.00
4/10/2024		Meeting with Michelle Lewis - Progress Update	
4/11/2024		landbank reports, bank reconciliation discussions with staff, CWSRF bond application assistance	2.75
4/11/2024		Send divdat emails to Juli	0.25
		January & February 2024 Chase & Comerica Bank Reconciliation	7.75
		Meeting with Kaitlyn Powers to discuss deposit creation procedures	
4/11/2024		Started working on March 2024 bank statement reconciliations	1.00
		Training and reviewing notes with Kaitlyn Powers for her in-person work day at DH on Tuesday, April 16th	
4/11/2024		Budget, training with accountant, discussions with Treasurer	1.00
4/11/2024		working session calls with Juli on bank reconciliations, datasnipper, matching items, digging into deposit detail, going through BS&A, download comeric bank statements and review bank activity	6.50
4/11/2024		Continued working on January, February & March Bank Rec's for Water's Chase & Comerica bank statements	1.50
4/12/2024		Changes to personnel budget, budget in BS&A, related documents for council	10.25
4/12/2024		Bank Reconciliation Work	3.50
4/15/2024		Meeting with Kaitlyn Powers - Online Water Deposit research	7.00
4/15/2024		work on bank recs and dive into details of bank recs to come up with treasury process notes and questions for meetings this week, go through water bank recs, look at chase bank online for any additional deposit details, go through reconciling items and types of cash receipts and deposits being made	2.00
4/15/2024		Budget questions, single audit questions, bank reconciliation review	
4/16/2024		Bank Reconciliation work for Water Accounts in Chase & Comerica - January, February & March 2024	2.25
4/16/2024		work with Jamie Still on tax 2.5 bank account february cash activity, training on bank rec and digging apart deposits and gl detail to match items, work within bank statements divdat spreadsheet and run deposit reports in BS&A	2.00
4/16/2024		Cross train Kaitlyn Tax bank rec	1.25
4/16/2024		Discussions on budget, Act 51, treasurer process	2.75
4/16/2024		pc with David Sabuda to discuss Comptroller interviews	0.25
4/17/2024		on site accounting assistance, updates and discussions with Michelle, client conversations with Mahdi Marianna and Michelle, introduction to various Treasury staff and start the walkthrough processes with Nadia and Sarah and taking notes of receipting processes, create gl pivot tables and update with deposit slip dates for the comeric tax comeric water and chase water statements for feb and march to help with bank reconciliation	7.00

4/17/2024	travel from home to client (40 less 20 minutes) and client to home (46 less 20 minutes)	0.75
4/17/2024	March 2024 Investment Reconciliations for all accounts	9.50
	Matched up March DivDat's to bank statement and GL, for missing days that were sent over from Katie Pascioli	
4/17/2024	Researched and matched PNP deposits on bank statement to posted items in GL	3.50
4/17/2024	completed 1st quarter unemployment report	1.00
4/17/2024	Travel to/from DH	8.00
	Work with Treasurer on deposit processes, discuss budget with comptroller and chief of staff, training discussions with accountant, meeting at fire station and single audit discussion	
4/18/2024	Bank Reconciliation work	7.50
	Matching Returned PNP payments to Bank Reconciliations	
	Worked with Kaitlyn Powers on Chase Bank Deposit (Remote and Paper deposits) with Cash Receipt daily reports	
4/18/2024	Discussions with various city staff, TIFA	0.75
4/18/2024	working calls with Juli to work on bank reconciliations for February and March chase water account, work through reconciling items, look into cash receipting reports, items, tender codes, identify issue with electronic payments going to chase instead of comericia in gl, updates with michelle, run gl reports and update pivot tables to work through bank recs	1.50
4/19/2024	Continue working with Kaitlyn Powers on Chase Bank on matching remote and paper deposits posted in GL to bank statement	4.00
4/19/2024	Bank Reconciliation research - Chase 11 for Jan, Feb & March 2024	2.75
4/19/2024	print reconciliations, discussions with interim comptroller, chief of staff, accountant, budget meeting prep	2.75
4/19/2024	1- Cross train Kaitlyn tax bank recs	2.25
4/21/2024	1.25- find tax deposits for bank rec, created a how to for SER payments	3.50
4/21/2024	February Tax paper deposits and DIVDAT	0.75
4/22/2024	prep dearborn heights ppa and send to michelle	10.50
	Meeting with Michelle Lewis - Update	
	Continued working on Bank Reconciliations	

4/22/2024	on site accounting assistance, treasury department walkthroughs with Nadia and Sarah on reconciling drawer, entering in receipts, Divdate, PNP, Comerica Lockbox receipts, journalizing receipts, creating treasury and comptroller daily packets, scanning checks into Chase and Comerica, updates with Michelle on processes, discuss MIHAF and Dearborn Federal Receipts, conversations with Treasurer Lisa, look at BS&A cash receipt tender settings and receipt codes	7.50
4/22/2024	travel from home to client (42 less 20 minutes) and client to home (47 less 20 minutes)	0.75
4/22/2024	Travel to/from DH	1.00
4/22/2024	Work with Treasurer on deposits, landbank. Prep for and attend council meeting, discussions with mayor, assessor, chief of staff, accountant on various matters	10.50
4/23/2024	Meeting with Michelle Lewis & Kaitlyn Powers - MIHAF journal postings	10.00
	Worked with Kaitlyn Powers on reversing MIHAF payment JE's from January 2024 to current and reposting to correct cash accounts	
4/23/2024	Continued working on bank reconciliations	2.00
4/23/2024	TRAINING - working session calls with Juli on bank reconciliations	2.25
	working session calls to work through February and March Chase Bank Reconciliation and reconciling items, update with Juli on Treasury walkthrough adn cash receipting processes, work through MIHAF process and correcting entries to be done, call with Michelle on MIHAF and need for updated permissions for cash receipting to work with BS&A, working session with Juli to go through journal entries related to water interbank transfer and correcting bank entry between chase and comerica for MIHAF and SER payments	
4/23/2024	Travel to/from DH	1.00
4/23/2024	Council meeting attendance and meeting with accountant re: Paycom conversion	4.00
4/23/2024	Discussions with CDBG director	0.75
4/23/2024	Prepare interfund transfer documentation, prep for attending council meeting, attend Paycom meeting	2.00
4/24/2024	Bank Reconciliations for Water Chase - January, February & March 2024	6.75
4/24/2024	call with Juli on January chase water bank reconciling items	0.25
4/24/2024	Paycom conversion chat	1.25
4/24/2024	Gather info for treasurer, comptroller. Communicate with IT on BS&A permissions, review assessor calculation	1.50



PO Box 14350  
Lexington, KY 40512-4350

Fax: (859) 550-2729

April 12, 2024

CIDEARH - CITY OF DEARBORN HEIGHTS  
6045 FENTON ST  
DEARBORN HTS, MI 48127-3271

To Whom It May Concern:

Enclosed you will find supporting documentation related to a request for payment.

Client Program: DEARBORN HEIGHTS, MI, CITY OF

Client Program #: 030790

Broadspire Claim Number : 190052693-001  
File Number :  
Event Date : 1/1/2023  
Insured Name : CITY OF DEARBORN HEIGHTS  
Insured Address : 6045 FENTON ST  
DEARBORN HEIGHTS, MI 48127  
Claimant Name : XXXXXXXXXX  
Payee Name : Pletkovic Law  
Payee Address : 40950 Woodward Ave Ste 130  
Bloomfield Hills, MI 48304-5184  
Voucher Number : 259933711  
Transaction Date : 4/12/2024  
Voucher Amount : \$2,175.00  
Service From Date : 1/3/2024  
Service To Date : 3/27/2024

If you have any questions or concerns, please contact the below.

Sincerely,

*Lisa A Fular*  
PO Box 14350 Lexington, KY 40512-4350  
(224) 278-1774

*Approved 04/22/2024*  
*Margaret H. Felt*



**PRIORITY**  
INNOVATE ★ OPERATE  
www.prioritywaste.com

# Invoice

45000 River Ridge Drive, Suite # 200  
Clinton Township, MI 48038  
Phone (586) 228-1200

**CITY OF DEARBORN HEIGHTS**  
6045 FENTON ST  
ATTENTION CONTROLLERS OFFICE, MI 48127

**Invoice #** INV262758  
**Account #** PW00016714  
**Date:** 4/15/2024  
**Master PO #**  
**Payment Type:** All  
**Payment Term:** 30 Days Net  
**Due Date:** 5/15/2024

Reference #	Date	Service	PO #	Material	Rate	QTY	Amount	Total
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**Service Site: CITY OF DEARBORN HEIGHTS (PW00016714)**  
**6045 FENTON ST ATTENTION CONTROLLERS OFFICE, MI 48127**

ORD19676	05/01/2024 to 05/31/2024	Monthly Waste Service Municipality 95 Gallon Cart/Bin		MSW	9.32	22,904.0000	213,465.28	213,465.28
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<b>Payments to:</b> <b>Priority Waste, LLC</b> 45000 River Ridge Drive, Suite # 200 Clinton Township, MI 48038		<b>Invoice Totals</b>
	<b>Subtotal</b>	213,465.28
	<b>Tax</b>	0.00
	<b>Current Charges</b>	213,465.28

-----X-----  
(Please cut along the line and return with your payment)

By paying this invoice, Customer agrees to be bound by the terms and conditions of the Service Agreement posted at [www.PriorityWaste.com](http://www.PriorityWaste.com)

**Invoice #:** INV262758  
**Date:** 4/15/2024  
**Account #:** PW00016714

**Priority Waste, LLC**  
45000 River Ridge Drive, Suite # 200  
Clinton Township, MI 48038

A Convenience Fee of 3.1% will be  
charged on all credit card payments

161-200-810.000

OK to pay

Quad-Tran of Michigan, Inc.

P.O. Box 531356  
Livonia, MI 48153-1356

# Invoice

Date	Invoice #
4/30/2024	7685

Bill To
20th District Court Michelle Adkins 25637 Michigan Avenue Dearborn Heights, Michigan 48125-3271

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Actual Postage for: April, 2024	1,584.48	1,584.48
1	Postage Average for: May, 2024	2,500.00	2,500.00
		<b>Total</b>	\$4,084.48

OK to pay  
#101,200,728.000  
Madaw  
5-1-24

Quad-Tran of Michigan, Inc.

P.O. Box 531356  
Livonia, MI 48153-1356

# Invoice

Date	Invoice #
4/30/2024	7684

Bill To
20th District Court Michelle Adkins 25637 Michigan Avenue Dearborn Heights, Michigan 48125-3271

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
1	Data Processing Services for the Month of: April, 2024	4,500.00	#5300 4,500.00
1	LEIN/SOS Accesss Charge for the Month of: April, 2024	800.00	#130-818 800.00
9	E-Ticket Process for the Month of: April, 2024	20.00	#680 180.00
	Electronic process to Michigan JDW	250.00	#130-804 250.00
	Electronic MSP Set Aside process	250.00	#130-804 250.00
3.5	Hearing Notices	240.00	840.00
1.4	Default Notice Mailers	240.00	#1704 336.00
1	14-Day Notice Mailers	240.00	#130-728 240.00
1.2	Free Form Court Notice Mailers	240.00	288.00
		OK to pay Michelle Adkins 5-1-24	
		<b>Total</b>	\$7,684.00



28340 Wick Road  
Romulus, MI 48174  
Phone: (800) 875-FUEL  
orders@RKA.com

Invoice Number: 0385488  
Invoice Date: 04/11/24  
Invoice Due Date: 05/11/24  
Account Number: 0001630  
Ship to Code: 1000

**SOLD TO:** City of Dearborn Heights DPW  
24600 Van Born Road  
Dearborn Heights, MI 48125-2006

**SHIP TO:** Dept of Public Works  
24600 Vanborn Road  
Dearborn Heights, MI 48125-2006

Customer P.O.	Terms	Driver	Truck	Delivery Date	BOL Number
	Net 30 Days		2337	04/11/24	BOL# 0000026919
Product			Delivered	Price per Unit	Amount
87 Regular Gasoline E10			3,955.10	2.770100	10,956.02

FEDERAL LUST TAX GAS	0.00100	3.96
FEDERAL OIL SPILL E-10	0.00193	7.63
MI ENVIRONMENTAL FEE GAS	0.01000	39.55
FEDERAL SUPERFUND FEE E-10	0.00364	14.40

OK to pay  
*[Signature]*

Account # 592-536-867,000

SUBJECT TO CORRECTION OF CLERICAL ERRORS. A service charge of 1.5% will be assessed to your account on all past due balances.  
**"DYED DIESEL/KEROSENE FUEL. NONTAXABLE USE ONLY. PENALTY FOR TAXABLE USE"**

SUBTOTAL	11,021.56
SALES TAX	0.00
TOTAL	\$11,021.56

**Saad Law,  
PLLC**

**INVOICE**

**Invoice: 15**

**Date: 04/30/24**

**To:**

City of Dearborn Heights

6045 Fenton St.

Dearborn Heights, MI  
48127

DATE	DESCRIPTION OF SERVICE	TIME SPENT	QUANTITY UNIT	AMOUNT
04/01/2024	Attended arraignments, reviewed case files, drafted plea offers	2 Hrs. 55 Mins.	2.9	\$435.00
04/02/2024	Attended misdemeanor/civil infraction case docket, reviewed case files, drafted plea offers	3 Hrs. 48 Mins.	3.8	\$570.00
04/04/2024	Attended misdemeanor/civil infraction case docket, reviewed case files, drafted plea offers	3 Hrs. 39 Mins.	3.6	\$540.00

101-210-826.000

*Approved*  
*R. J. Smith*  
*5/2/24*

04/08/2024	Attended arraignments, reviewed case files, drafted plea offers	3 Hrs. 20 Mins.	3.3	\$495.00
04/09/2024	Attended misdemeanor/civil infraction case docket, reviewed case files, drafted plea offers	2 Hrs. 59 Mins.	2.9	\$435.00
04/09/2024	Attended ordinance docket, reviewed case files, drafted plea offers	1 Hr. 55 Mins.	1.9	\$285.00
04/11/2024	Attended misdemeanor/civil infraction case docket, attended ordinance docket, reviewed case files, drafted plea offers	5 Hrs. 53 Mins.	5.8	\$870.00
04/16/2024	Attended ordinance docket, reviewed case files, drafted plea offers	1 Hr. 03 Mins.	1.0	\$150.00
04/24/2024	Attended arraignments, reviewed case files, drafted plea offers	3 Hrs. 56 Mins.	3.9	\$585.00
04/30/2024	Attended misdemeanor/civil infraction docket,	3 Hrs. 42 Mins.	3.7	\$555.00

5/2/24  
 [Signature]  
 [Signature]

	reviewed case files, drafted plea offers			
04/30/2024	Attended ordinance docket, reviewed case files, drafted plea offers	2 Hrs. 18 Mins.	2.3	\$345.00
	<b>TOTAL</b>			\$5,265.00

Please make check payable to Saad Law, PLLC

Thank you.

*Approved*  
*Rafael*  
*5/2/24*





## INVOICE

Safeware, Inc.

Remit To:

Safeware, Inc.

P.O. Box 716320

Philadelphia, PA 19171-6320

301-683-1234

INVOICE	
30194978	
Invoice Date	Page
04/22/2024 13:46:09	1 of 1
ORDER NUMBER	
10124207	

**DIRECT SHIPMENT**

## Bill To:

Dearborn Heights Fire Department

1999 N Beech Daly

Attn A/P

Dearborn Heights, MI 48127

## Ship To:

Dearborn Heights Fire Department

ATTN: Nathaniel Kean

1999 N Beech Daly Rd

Dearborn Heights, MI 48127

Ordered By: Mr. Nathaniel Kean

Customer ID: 59224

PO Number					Term Description	Net Due Date	Disc Due Date	Discount Amount
N. KEAN, 041724					Net 30	05/22/2024	05/22/2024	0.00
Order Date		Pick Ticket No		Primary Salesrep Name			Taker	
04/17/2024 12:13:02		20133750		Kurt Wilhelm			ALEDBETTER	
Quantities					Item ID Item Description	Pricing UOM  Unit Size	Unit Price	Extended Price
Ordered	Shipped	Remaining	UOM Unit Size	Disp.				

We sincerely thank you for your business. All damages and discrepancies are to be noted on carrier delivery receipt and should be notified to Safeware within 3 days of delivery.

Contact customer service at 800-331-6707.

Carrier: Prepay and Add to Invoice

Tracking #: 1Z874E280360727700

2.00	2.00	0.00	EA	RK1 PID-002L	EA	1,261.1500	2,522.30
			1.0	Sensor,PID,10.6ev,0-6000 for GX-6000	1.0		
1.00	1.00	0.00	EA	RK1 81-0143RK-04	EA	223.1300	223.13
			1.0	100ppm Isobutylene, H2S 25ppm, CO 50ppm, CH4 50% LEL/O2 12% in N2 34AL	1.0		
1.00	1.00	0.00	EA	RK1 81-0196RK-04	EA	271.6300	271.63
			1.0	Cylinder, HCN, 10 ppm in N2, 34AL	1.0		

Total Lines: 3

SUB-TOTAL: 3,017.06

TAX: 0.00

AMOUNT DUE: 3,017.06

APR 23 2024

O.K. to pay  
(335-818)

## Sales Invoice



Dimondale MI #579  
9608 Davis Hwy  
Dimondale, MI 48821-9439  
W: (517)322-3215

## Sold To:

City of Dearborn Heights (#1932959)  
6045 Fenton St  
Dearborn Heights, MI 48127-3287  
W: (313)791-3440 x3448

## Ship To:

City of Dearborn Heights (#1932959)  
6045 Fenton St  
Dearborn Heights, MI 48127-3287  
W: (313)791-3440 x3448

**For Chemical Emergency Spill, Leak, Fire,  
Exposure, or Accident Emergency Response  
Assistance, call: CHEMTREC  
Day or Night- 1 (800) 424-9300**

Ordered	Order#	PO#	Invoiced	Invoice#
07/03/2023	132002794-001	labor/remaining items	11/14/2023	132002794-001
Printed	Requested for	Ship Via	Customer Contact	Sales Associate
02/05/2024		Customer Pick up	Cyndi King	Steven Rebhan



LN	Item #	Description	Qty Ordered	Qty Shipped	Qty Cancelled	Qty Open	Net Price	Ext. Price
1	FLT1	Field Labor Tech 1	1	1	0	0	8550.000 / EA	8550.00
2	182005-PAIGE	Paige Grounding Rod Clamp 5/8 in.	2	2	0	0	4.535 / EA	9.07
3	182000-DH	Grounding Rod 5/8 in. x 8 ft.	2	2	0	0	43.194 / EA	86.39
4	61P	Bare Copper Ground Wire 6 Gauge 500 ft. (Priced per ft.)	180	180	0	0	1.349 / FT	242.82
5	AG2401C3	Intermatic Arresterguard Surge Protector 2 Pole 1 Phase 3 Wire	5	5	0	0	171.157 / EA	855.79
6	1813HD250	Multi Conductor Wire Black 18 Gauge 13 Conductor 250 ft. (Priced per ft.)	250	250	0	0	1.320 / FT	330.00
7	BL-CX-CBL50	Baseline Coax Antenna Cable 50 ft.	2	2	0	0	190.340 / EA	380.68

**Please remit payment to:**  
SiteOne Landscape Supply, LLC  
24110 NETWORK PLACE  
CHICAGO, IL 60673-1241  
Terms: NET 30 DAYS  
Pay by 12/14/2023

Subtotal: \$10454.75  
Sales Tax: \$0.00  
Freight: \$0.00  
Total: \$10454.75  
Total Payment: \$0.00  
Amount Due: \$10454.75

*101-753-932.000*

## CUSTOMER SIGNATURE:

SiteOne Landscape Supply warrants that all products conform to the description on the label. Because conditions of use, which are of critical importance are beyond our control, seller makes no warranty, expressed or implied, concerning the use of these products. No employee of the company is authorized to make any warranty or representation, expressed or implied, concerning our products. Always follow directions and carefully observe all precautions on the label or manufacturer's instructions. Products used contrary to directions may cause serious plant or personal injury. Buyer assumes all risk of use of handling whether in accordance with direction or not and accepts the products sold to them by this company on these conditions.

**Note:** Returns subject to 25% restock charge.



**CUSTOMER  
OBSESSED**

MIKE MCCLURE | Area Business Manager  
616-954-0660 | MMcClure@SiteOne.com

We are 100% committed to your success. Please do not hesitate to contact me directly at the number above or scan the QR code to take a brief survey about your experience today.

Scan for a Brief Survey



Check out the SiteOne.com  
Shop our Catalog, Get Pricing, and Place an Order 24/7/365.  
Visit today at [siteone.com](http://siteone.com).  
Get 5% off your first order up to \$500 off when you use promo code WELCOME at checkout.

**Smith Imaging Solutions**  
*"Leave your Imaging Needs to Us"*

# INVOICE

180 East Main Ste #1  
 Rockford, Michigan 49341  
 616-550-4823  
 Brucesmith.mi@gmail.com

**INVOICE NUMBER 1394**  
**DATE 2-16-2024**

**TO:**  
 Caroline Kennedy Library  
 24590 George St  
 Dearborn Heights, MI 48127  
 Attn: Michael McCafferty

**INVOICE DUE DATE:**  
**MARCH 10, 2024**

**DISCRIPTION OF SERVICE**  
**NEWSPAPER CONVERSION WORK**  
**4TH INVOICE**


QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Conversion of 153 Issues (3 years) Dearborn Heights Leader 1970,1971,1972		
	Pick- up and delivery		\$50.00
	Scanning of 7,882 Pages of Newsprint x \$0.33/page		\$2,601.00
	OCR of 7,882 Pages		\$NC
	153 Indexes X \$0.264		\$40.00
	Image Clean Up -n/c		\$0.00
	Publishing - Flash Drive-		\$50.00

*731-798-8022*  
*OK TO PRINT*  
*MAIL*

*5/2/2024*

<b>SUBTOTAL</b>	<b>\$2,741.00</b>
<b>SALES TAX</b>	<b>Exempt</b>
<b>SHIPPING &amp; HANDLING</b>	
<b>TOTAL DUE</b>	<b>\$2,741.00</b>

**Make all checks payable to Smith Imaging Solutions**

If you have any questions concerning this invoice,  
 Contact Bruce Smith, 616-550-4823, [brucesmith.mi@gmail.com](mailto:brucesmith.mi@gmail.com)

**STAPLES PAYMENT – APRIL 2024 (2)**

	INVOICE NUMBER	DEPT	INVOICE DATE	G/L NUMBER	AMOUNT
1	6001230642	HR	04/16/24	101-226-728.000	\$21.72
2	6001066930	CLERK	04/06/24	101-190-730.000	\$19.48
3	6001066935	CLERK	04/06/24	101-190-730.000	\$268.51
4	6001256877	CLERK	04/18/24	101-190-730.000	\$82.28
5	6001244465	CLERK	04/17/24	101-190-730.000	\$42.87
				101-215-728.000	\$153.96
6	6001230640	CLERK	04/16/24	101-190-730.000	\$22.00
				101-215-728.000	\$31.98
7	6001230643	CLERK	04/16/24	101-190-730.000	\$42.55
8	6000863710	CLERK	03/30/24	101-190-730.000	\$32.78
9	6001048892	CLERK	04/04/24	101-190-730.000	\$59.20
10	6001066933	CLERK	04/06/24	101-190-730.000	\$43.02
11	6001670680	CLERK	04/26/24	101-253-728.000	\$347.71
12	6001128606	REC	04/10/24	101-691-728.000	\$43.02
				101-691-885.000	\$130.32
13	6001230646	REC	04/16/24	101-691-728.000	\$215.60
14	6001128605	MAYOR	04/10/24	101-171-728.000	\$22.54
15	6001391470	MAYOR	04/23/24	101-171-728.000	\$40.04
16	6001230644	TIFA	04/16/24	493-863-702.000	\$108.14
				<b>TOTAL</b>	<b>\$1,727.72</b>



Staples  
ATTN: FSSC  
500 Staples Dr  
Framingham, MA 01702

Summary Number 7000347666

**CITY OF DEARBORN HEIGHTS**

Attention: MATTHEW PAUL  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

<b>Invoice Number</b>	<b>Invoice Amount</b>
6001230642	\$21.72
<b>Invoice Date</b>	<b>Due Date</b>
04/16/2024	05/16/2024
<b>Order Number</b>	<b>Terms</b>
7630576336-000-001	Net 30 Days
<b>Bill To</b>	<b>Customer Account</b>
1071230	DET 1834062

**Detail Invoice**

<b>Budget Center</b>	<b>BC Description</b>
HRDEPT	
<b>PO Number</b>	<b>PO Description</b>
4/15/24HR	
<b>PO Release</b>	<b>PO Release Description</b>

<b>Ordered By</b>	<b>Order Date</b>
MARGARET HAZLETT	04/15/2024
<b>Deliver To</b>	<b>Approved By</b>
MARGARET HAZLETT	
<b>Ship-to ID</b>	
HRDEPT	

**Shipping Address**  
6045 FENTON DEARBORN HEIGHTS MI 48127

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
1	479884	SPLS INKLSR LBL 30U250-1X2 5/8	479884	BX	1	\$21.72	\$21.72	\$0.00	\$21.72
Freight/Other \$0.00							Tax \$0.00	Subtotal: \$21.72	Total: \$21.72

226-728

Approved 04/24/2024  
Margaret Hazlett

Please Remit All Payments To:	
ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

For invoice and payment related inquiries please call 888-753-4103

Page: 1



Staples  
ATTN: FSSC  
500 Staples Dr  
Framingham, MA 01702

2

Summary Number 7000281251

CITY OF DEARBORN HEIGHTS  
Attention: MATTHEW PAUL  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

<b>Invoice Number</b>	<b>Invoice Amount</b>
6001066930	\$19.48
<b>Invoice Date</b>	<b>Due Date</b>
04/06/2024	05/06/2024
<b>Order Number</b>	<b>Terms</b>
7630021470-000-002	Net 30 Days
<b>Bill To</b>	<b>Customer Account</b>
1071230	DET 1834062

## Detail Invoice

<b>Budget Center</b>	<b>BC Description</b>
CLERKS	
<b>PO Number</b>	<b>PO Description</b>
442024-2CLERK	
<b>PO Release</b>	<b>PO Release Description</b>

<b>Ordered By</b>	<b>Order Date</b>
DANA FLAMONT	04/04/2024
<b>Deliver To</b>	<b>Approved By</b>
DANA FLAMONT	
<b>Ship-to ID</b>	
CLERKS	

**Shipping Address**  
6045 FENTON DEARBORN HEIGHTS MI 48127

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
10	IM1-8GG407	100PK PLASTIC CABLE TIES NYLON	IM18GG407	EA	1	\$19.48	\$19.48	\$0.00	\$19.48
							<b>Tax \$0.00</b>	<b>Subtotal: \$19.48</b>	
<b>Freight/Other \$0.00</b>								<b>Total: \$19.48</b>	

Approved for payment  
Eugene M. Loria  
4/25/24

101-190-730.000

Please Remit All Payments To:	
ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

For invoice and payment related inquiries please call 888-753-4103

Page: 1

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Staples  
ATTN: FSSC  
500 Staples Dr  
Framingham, MA 01702

Summary Number 7000281251

CITY OF DEARBORN HEIGHTS  
Attention: MATTHEW PAUL  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

<b>Invoice Number</b>	<b>Invoice Amount</b>
6001066935	\$268.51
<b>Invoice Date</b>	<b>Due Date</b>
04/06/2024	05/06/2024
<b>Order Number</b>	<b>Terms</b>
7630021470-000-001	Net 30 Days
<b>Bill To</b>	<b>Customer Account</b>
1071230	DET 1834062

## Detail Invoice

**Budget Center**

**BC Description**

CLERKS

**PO Number**

**PO Description**

442024-2CLERK

**PO Release**

**PO Release Description**

**Shipping Address**

6045 FENTON DEARBORN HEIGHTS MI 48127

**Ordered By**  
DANA FLAMONT  
**Deliver To**  
DANA FLAMONT  
**Ship-to ID**  
CLERKS

**Order Date**  
04/04/2024  
**Approved By**

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
1	668485	TAB DIVID 8TAB INDX INSRT CLRD	668485	ST	10	\$1.26	\$12.60	\$0.00	\$12.60
2	811662	HORIZONTAL NAME BADGE HLDR CLR	811662	PK	1	\$20.15	\$20.15	\$0.00	\$20.15
3	810387	STANDARD LANYARD BLACK	810387	PK	5	\$4.09	\$20.45	\$0.00	\$20.45
4	121962	9X12 HVY DUTY CLASP ENV 100CT	121962	BX	2	\$9.37	\$18.74	\$0.00	\$18.74
5	689309	POSTIT 1 3/8X 1 7/8 BEACH 24	689309	PK	4	\$8.25	\$33.00	\$0.00	\$33.00
6	807878	SARASA RETRACTABLE GEL PEN	807878	DZ	2	\$10.97	\$21.94	\$0.00	\$21.94
7	862218	BIC BRITE LIN HILITER 24PK	862218	PK	1	\$8.83	\$8.83	\$0.00	\$8.83
8	407233	HI-LIGHTER FLUORESCENT YELLOW	USAVE-23591	DZ	1	\$5.00	\$5.00	\$0.00	\$5.00
9	24373162	NXT 6OL 8FT 900J SURGE WHITE	24373162	EA	10	\$12.78	\$127.80	\$0.00	\$127.80
							<b>Tax \$0.00</b>	<b>Subtotal: \$268.51</b>	
<b>Freight/Other \$0.00</b>								<b>Total: \$268.51</b>	

101-190-730.000

Approved for payment  
Lynne M. Loria  
4/25/24

Please Remit All Payments To:	
ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

For invoice and payment related inquiries please call 888-753-4103

Page: 1

4



Staples  
ATTN: FSSC  
500 Staples Dr  
Framingham, MA 01702

Summary Number 7000358438

CITY OF DEARBORN HEIGHTS  
Attention: MATTHEW PAUL  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

<b>Invoice Number</b>	<b>Invoice Amount</b>
6001256877	\$82.28
<b>Invoice Date</b>	<b>Due Date</b>
04/18/2024	05/18/2024
<b>Order Number</b>	<b>Terms</b>
7630953687-000-001	Net 30 Days
<b>Bill To</b>	<b>Customer Account</b>
1071230	DET 1834062

## Detail Invoice

**Budget Center**

CLERKS

**PO Number**

41724CLERK

**PO Release**

**BC Description**

**PO Description**

**PO Release Description**

**Ordered By**  
DANA FLAMONT  
**Deliver To**  
DANA FLAMONT  
**Ship-to ID**  
CLERKS

**Order Date**  
04/17/2024  
**Approved By**

**Shipping Address**

6045 FENTON DEARBORN HEIGHTS MI 48127

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
1	2735052	BROTHER TN730 BLACK	2735052	EA	1	\$32.53	\$32.53	\$0.00	\$32.53
2	489526	HOT SPLS LTR 5MIL POUCH 100PK	489526	PK	1	\$49.75	\$49.75	\$0.00	\$49.75
							<b>Tax \$0.00</b>	<b>Subtotal: \$82.28</b>	
<b>Freight/Other \$0.00</b>								<b>Total: \$82.28</b>	

*approved for payment*  
*Lyne M. Loria*  
*101 - 190 - 730.000*  
*4/25/24*

Please Remit All Payments To:	
ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

For invoice and payment related inquiries please call 888-753-4103

Page: 1





Staples  
ATTN: FSSC  
500 Staples Dr  
Framingham, MA 01702

CITY OF DEARBORN HEIGHTS  
Attention: MATTHEW PAUL  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

Summary Number 7000353180

Invoice Number	Invoice Amount
6001244465	\$196.83
Invoice Date	Due Date
04/17/2024	05/17/2024
Order Number	Terms
7630850926-000-001	Net 30 Days
Bill To	Customer Account
1071230	DET 1834062

## Detail Invoice

Budget Center

BC Description

CLERKS

PO Number

PO Description

41624CLERK

PO Release

PO Release Description

Ordered By  
DANA FLAMONT  
Deliver To  
DANA FLAMONT  
Ship-to ID  
CLERKS

Order Date  
04/16/2024  
Approved By

### Shipping Address

6045 FENTON DEARBORN HEIGHTS MI 48127

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
1	WLJ-90130	SHEET RFL F 0395 31 100BX	2660861	BX	1	\$153.96	\$153.96	\$0.00	\$153.96
2	24451934	LABEL MAKER TAPES	24451934	PK	1	\$42.87	\$42.87	\$0.00	\$42.87
Freight/Other \$0.00							Tax \$0.00	Subtotal: \$196.83	Total: \$196.83

Approved for payment  
*Lyne M. Loria*

101-190-730.000 @ 42.87  
101-215-728.000 @ 153.96  
4/25/24

Please Remit All Payments To:	
ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

For invoice and payment related inquiries please call 888-753-4103

Page: 1



Staples  
ATTN: FSSC  
500 Staples Dr  
Framingham, MA 01702

CITY OF DEARBORN HEIGHTS  
Attention: MATTHEW PAUL  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

Summary Number 7000347666

Invoice Number	Invoice Amount
6001230640	\$53.98
Invoice Date	Due Date
04/16/2024	05/16/2024
Order Number	Terms
7630688215-000-001	Net 30 Days
Bill To	Customer Account
1071230	DET 1834062

## Detail Invoice

Budget Center

BC Description

CLERKS

PO Number

PO Description

4/15/24CLERK-A

PO Release

PO Release Description

Ordered By  
DANA FLAMONT  
Deliver To  
DANA FLAMONT  
Ship-to ID  
CLERKS

Order Date  
04/15/2024  
Approved By

Shipping Address

6045 FENTON DEARBORN HEIGHTS MI 48127

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
1	535021	CLASP ENV BRN KRAFT 10X15 -100	535021	BX	1	\$31.98	\$31.98	\$0.00	\$31.98
2	462713	AVERY BIGTAB WRITON DIVIDERS 8	462713	ST	10	\$2.20	\$22.00	\$0.00	\$22.00
							Tax \$0.00	Subtotal: \$53.98	
Freight/Other \$0.00								Total: \$53.98	

Approved for payment  
Lynne M. Loria  
101-190-730.000 #22.00  
101-215-728.000 #31.98  
4/25/24

Please Remit All Payments To:	
ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

For invoice and payment related inquiries please call 888-753-4103

Page: 1



Staples  
ATTN: FSSC  
500 Staples Dr  
Framingham, MA 01702

Summary Number 7000347666

**CITY OF DEARBORN HEIGHTS**

Attention: MATTHEW PAUL  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

<b>Invoice Number</b>	<b>Invoice Amount</b>
6001230643	\$42.55
<b>Invoice Date</b>	<b>Due Date</b>
04/16/2024	05/16/2024
<b>Order Number</b>	<b>Terms</b>
7630535031-000-001	Net 30 Days
<b>Bill To</b>	<b>Customer Account</b>
1071230	DET 1834062

**Detail Invoice**

<b>Ordered By</b>	<b>Order Date</b>
DANA FLAMONT	04/15/2024
<b>Deliver To</b>	<b>Approved By</b>
DANA FLAMONT	
<b>Ship-to ID</b>	
CLERKS	

**Budget Center**

**BC Description**

CLERKS

**PO Number**

**PO Description**

4/15/24CLERK

**PO Release**

**PO Release Description**

**Shipping Address**

6045 FENTON DEARBORN HEIGHTS MI 48127

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
1	462515	EXPO TOWELETTES BOARD CLEANER	462515	PK	2	\$5.10	\$10.20	\$0.00	\$10.20
2	120741	EXPO DRY ERASE CLEANER	120741	EA	3	\$2.70	\$8.10	\$0.00	\$8.10
3	427774	BUBBLE MAILER 25PK #6	427774	CT	1	\$24.25	\$24.25	\$0.00	\$24.25
							Tax \$0.00	Subtotal: \$42.55	
Freight/Other \$0.00								Total: \$42.55	

101-190-730.000

Approved for payment  
Lizanne M. Loria  
4/25/24

Please Remit All Payments To:	
ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

For invoice and payment related inquiries please call 888-753-4103

Page: 1

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Staples  
ATTN: FSSC  
500 Staples Dr  
Framingham, MA 01702

CITY OF DEARBORN HEIGHTS  
Attention: MATTHEW PAUL  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

Summary Number 7000230128

<b>Invoice Number</b>	<b>Invoice Amount</b>
6000863710	\$32.78
<b>Invoice Date</b>	<b>Due Date</b>
03/30/2024	04/29/2024
<b>Order Number</b>	<b>Terms</b>
7629475377-000-002	Net 30 Days
<b>Bill To</b>	<b>Customer Account</b>
1071230	DET 1834062

### Detail Invoice

**Budget Center**

CLERKS

**PO Number**

32824CLERK

**PO Release**

**BC Description**

**PO Description**

**PO Release Description**

**Ordered By**

DANA FLAMONT

**Deliver To**

DANA FLAMONT

**Ship-to ID**

CLERKS

**Order Date**

03/28/2024

**Approved By**

**Shipping Address**

6045 FENTON DEARBORN HEIGHTS MI 48127

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
2	917881	BROTHER TZE-2312PK 12MM BKWHT	917881	PK	2	\$16.39	\$32.78	\$0.00	\$32.78
							<b>Tax \$0.00</b>	<b>Subtotal: \$32.78</b>	
<b>Freight/Other \$0.00</b>								<b>Total: \$32.78</b>	

101-190-730.000

Approved for payment  
Leyane M. Loria  
4/25/24

Please Remit All Payments To:	
ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

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Framingham, MA 01702

**CITY OF DEARBORN HEIGHTS**

Attention: MATTHEW PAUL  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

Summary Number 7000272240

<b>Invoice Number</b>	<b>Invoice Amount</b>
6001048892	\$59.20
<b>Invoice Date</b>	<b>Due Date</b>
04/04/2024	05/04/2024
<b>Order Number</b>	<b>Terms</b>
7629475377-000-001	Net 30 Days
<b>Bill To</b>	<b>Customer Account</b>
1071230	DET 1834062

**Detail Invoice**

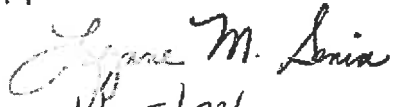
<b>Budget Center</b>	<b>BC Description</b>
CLERKS	
<b>PO Number</b>	<b>PO Description</b>
32824CLERK	
<b>PO Release</b>	<b>PO Release Description</b>

<b>Ordered By</b>	<b>Order Date</b>
DANA FLAMONT	03/28/2024
<b>Deliver To</b>	<b>Approved By</b>
DANA FLAMONT	
<b>Ship-to ID</b>	
CLERKS	

**Shipping Address**  
6045 FENTON DEARBORN HEIGHTS MI 48127

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
1	908612	FADELESS 48 X 12 LT BLUE 4 PK	908612	CT	1	\$59.20	\$59.20	\$0.00	\$59.20
							<b>Tax \$0.00</b>	<b>Subtotal: \$59.20</b>	
<b>Freight/Other \$0.00</b>								<b>Total: \$59.20</b>	

101-190-730.000

Approved for payment  
  
 4/25/24

Please Remit All Payments To:	
ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

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Framingham, MA 01702

**CITY OF DEARBORN HEIGHTS**  
Attention: MATTHEW PAUL  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

Summary Number 7000281251

<b>Invoice Number</b>	<b>Invoice Amount</b>
6001066933	\$43.02
<b>Invoice Date</b>	<b>Due Date</b>
04/06/2024	05/06/2024
<b>Order Number</b>	<b>Terms</b>
7630022629-000-001	Net 30 Days
<b>Bill To</b>	<b>Customer Account</b>
1071230	DET 1834062

## Detail Invoice

<b>Budget Center</b>	<b>BC Description</b>
CLERKS	
<b>PO Number</b>	<b>PO Description</b>
442024CLERK	
<b>PO Release</b>	<b>PO Release Description</b>

<b>Ordered By</b>	<b>Order Date</b>
DANA FLAMONT	04/04/2024
<b>Deliver To</b>	<b>Approved By</b>
DANA FLAMONT	
<b>Ship-to ID</b>	
CLERKS	

**Shipping Address**  
6045 FENTON DEARBORN HEIGHTS MI 48127

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
1	122069	10X13 CLASP MAN 32LB GUM 100CT	122069	BX	1	\$28.72	\$28.72	\$0.00	\$28.72
2	762406	SECURE TOP SHEET PROTECTOR	762406	PK	2	\$7.15	\$14.30	\$0.00	\$14.30
							<b>Tax \$0.00</b>	<b>Subtotal: \$43.02</b>	
<b>Freight/Other \$0.00</b>								<b>Total: \$43.02</b>	

101-190-730.000

Approved for payment  
Lylene M. Loria  
4/25/24

Please Remit All Payments To:	
ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

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Page: 1



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Framingham, MA 01702

Summary Number 7000460301

**CITY OF DEARBORN HEIGHTS**

Attention: MATTHEW PAUL

6045 FENTON

DEARBORN HEIGHTS, MI 48127

**Invoice Number**

6001670680

**Invoice Amount**

\$347.71

**Invoice Date**

04/26/2024

**Due Date**

05/26/2024

**Order Number**

7906024490-000-001

**Terms**

Net 30 Days

**Bill To**

1071230

**Customer Account**

DET 1834062

**Detail Invoice**

**Budget Center**

TREASURER

**BC Description**

**PO Number**

42324TREAS

**PO Description**

**PO Release**

**PO Release Description**

**Ordered By**

LISA HICKS CLAYTON

**Order Date**

04/23/2024

**Deliver To**

LISA HICKS CLAYTON

**Approved By**

**Ship-to ID**

TREASURER

**Shipping Address**

6045 FENTON DEARBORN HEIGHTS MI 48127

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
1	716273	SHOULDER REST BLACK	716273	EA	1	\$13.33	\$13.33	\$0.00	\$13.33
2	063220	PAD 21-021 STAMP FELT UNINKED	063220	EA	2	\$2.01	\$4.02	\$0.00	\$4.02
3	386659	ROLL THERMAL 3-1/8X230	386659	CT	1	\$289.18	\$289.18	\$0.00	\$289.18
4	105809	STICKIES 3X3 REC YLW12PK	105809	DZ	1	\$2.29	\$2.29	\$0.00	\$2.29
5	385550	BIC WITE-OUT CORRECT TAPE 4	385550	PK	1	\$3.90	\$3.90	\$0.00	\$3.90
6	24489558	COPY PAPER 20# 92 14 5RM	24489558	CT	1	\$34.99	\$34.99	\$0.00	\$34.99
Freight/Other \$0.00							Tax \$0.00	Subtotal: \$347.71	Total: \$347.71

General ledger #101-253-728,000

OK to pay  
4/30/24  
LH

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ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

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Page: 1



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Framingham, MA 01702

Summary Number 7000307985

CITY OF DEARBORN HEIGHTS  
Attention: MATTHEW PAUL  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

Invoice Number	Invoice Amount
6001128606	\$173.34
Invoice Date	Due Date
04/10/2024	05/10/2024
Order Number	Terms
7630211242-000-001	Net 30 Days
Bill To	Customer Account
1071230	DET 1834062

## Detail Invoice

Budget Center	BC Description
040824	
PO Number	PO Description
040824	
PO Release	PO Release Description

Ordered By	Order Date
TAMARA 2	04/09/2024
Deliver To	Approved By
TAMARA 2	
Ship-to ID	
REC CENTER	

Shipping Address  
1801 N BEECH DALY RD DEARBORN HEIGHTS MI 48127

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
1	424961	COFFEEMATE FRNCH VAN 50CT	424961	BX	2	\$6.33	\$12.66	\$0.00	\$12.66
2	24311794	DD ORIGINAL CANISTER 30OZ	24311794	EA	2	\$11.44	\$22.88	\$0.00	\$22.88
3	136621	SPLS BEADEDADAPADWRISTCUSHION	136621	EA	1	\$7.48	\$7.48	\$0.00	\$7.48
4	651561	STP REMAN HP 96 BLACK INK	651561	EA	2	\$41.10	\$82.20	\$0.00	\$82.20
5	24336974	STP REMAN BRO LC103 HY CMY 3PK	24336974	PK	1	\$28.60	\$28.60	\$0.00	\$28.60
6	306647	3-PART 8.4 X11 RECEIPT BK BOUND	306647	EA	2	\$9.76	\$19.52	\$0.00	\$19.52
							Tax \$0.00	Subtotal: \$173.34	
Freight/Other \$0.00								Total: \$173.34	

Kim Sower  
691-728 \$43.02  
691-885 \$130.32

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ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

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Summary Number 7000347666

CITY OF DEARBORN HEIGHTS  
Attention: MATTHEW PAUL  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

<b>Invoice Number</b>	<b>Invoice Amount</b>
6001230646	\$215.60
<b>Invoice Date</b>	<b>Due Date</b>
04/16/2024	05/16/2024
<b>Order Number</b>	<b>Terms</b>
7630398804-000-001	Net 30 Days
<b>Bill To</b>	<b>Customer Account</b>
1071230	DET 1834062

## Detail Invoice

<b>Budget Center</b>	<b>BC Description</b>
RECCTR	
<b>PO Number</b>	<b>PO Description</b>
4/15/24REC	
<b>PO Release</b>	<b>PO Release Description</b>

<b>Ordered By</b>	<b>Order Date</b>
TAMARA 2	04/15/2024
<b>Deliver To</b>	<b>Approved By</b>
TAMARA 2	
<b>Ship-to ID</b>	
REC CENTER	

**Shipping Address**  
1801 N BEECH DALY RD DEARBORN HEIGHTS MI 48127

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
1	135848	STAPLES 8.5X11 COPY CS	135848	CT	5	\$43.12	\$215.60	\$0.00	\$215.60
Freight/Other \$0.00							Tax \$0.00	Subtotal: \$215.60	Total: \$215.60

*Kim Souer*  
691-728

Please Remit All Payments To:	
ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

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Page: 1



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**CITY OF DEARBORN HEIGHTS**

Attention: MATTHEW PAUL  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

Summary Number 7000307965

<b>Invoice Number</b>	<b>Invoice Amount</b>
6001128605	\$22.54
<b>Invoice Date</b>	<b>Due Date</b>
04/10/2024	05/10/2024
<b>Order Number</b>	<b>Terms</b>
7630334303-000-001	Net 30 Days
<b>Bill To</b>	<b>Customer Account</b>
1071230	DET 1834062

**Detail Invoice**

<b>Budget Center</b>	<b>BC Description</b>
MAYOR	
<b>PO Number</b>	<b>PO Description</b>
040924	
<b>PO Release</b>	<b>PO Release Description</b>

<b>Ordered By</b>	<b>Order Date</b>
STEPHANIE SHOCKEY	04/09/2024
<b>Deliver To</b>	<b>Approved By</b>
STEPHANIE SHOCKEY	
<b>Ship-to ID</b>	
MAYOR	

**Shipping Address**  
6045 FENTON DEARBORN HEIGHTS MI 48127

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
1	358168	1 IN WHITE BASIC BINDER	358168	CT	1	\$22.54	\$22.54	\$0.00	\$22.54
Freight/Other \$0.00							Tax \$0.00	Subtotal: \$22.54	Total: \$22.54

101-171-728.000

ok to pay  
Hannanaty

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ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

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Page: 1



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500 Staples Dr  
Framingham, MA 01702

CITY OF DEARBORN HEIGHTS  
Attention: MATTHEW PAUL  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

Summary Number 7000401548

<b>Invoice Number</b>	<b>Invoice Amount</b>
6001391470	\$40.04
<b>Invoice Date</b>	<b>Due Date</b>
04/23/2024	05/23/2024
<b>Order Number</b>	<b>Terms</b>
7905892290-000-001	Net 30 Days
<b>Bill To</b>	<b>Customer Account</b>
1071230	DET 1834062

**Detail Invoice**

<b>Budget Center</b>	<b>BC Description</b>
MAYOR	
<b>PO Number</b>	<b>PO Description</b>
42224MAYOR	
<b>PO Release</b>	<b>PO Release Description</b>

<b>Ordered By</b>	<b>Order Date</b>
STEPHANIE SHOCKEY	04/22/2024
<b>Deliver To</b>	<b>Approved By</b>
STEPHANIE SHOCKEY	
<b>Ship-to ID</b>	
MAYOR	

**Shipping Address**  
6045 FENTON DEARBORN HEIGHTS MI 48127

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
1	116657	STPLS 3TAB FF LTR MANILA 100PK	116657	BX	1	\$5.20	\$5.20	\$0.00	\$5.20
2	2498018	BALLPNT RET MEDIUM 1.0MM DZN	2498018	DZ	1	\$1.72	\$1.72	\$0.00	\$1.72
3	228452	PAPERMADE FLAIR MED BLACK 12	228452	DZ	1	\$6.16	\$6.16	\$0.00	\$6.16
4	844713	PURELL HD SNTZR 12OZ	844713	EA	2	\$3.68	\$7.36	\$0.00	\$7.36
5	163865	STPLS PAD PERF LTR WH 12PK	163865	DZ	1	\$6.73	\$6.73	\$0.00	\$6.73
6	2498403	BALLPOINT RT FINE 0.7MM BLU DZ	2498403	DZ	1	\$1.05	\$1.05	\$0.00	\$1.05
7	24377042	TR GEL RT 0.5 UF 12PK BLK	24377042	DZ	1	\$11.82	\$11.82	\$0.00	\$11.82
Freight/Other \$0.00							Tax \$0.00	Subtotal: \$40.04	
								Total: \$40.04	

OK to pay  
Anara H  
101-171-728.00

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ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

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Staples  
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Framingham, MA 01702

1b

**CITY OF DEARBORN HEIGHTS**

Attention: MATTHEW PAUL  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

Summary Number 7000347666

<b>Invoice Number</b>	<b>Invoice Amount</b>
6001230644	\$108.14
<b>Invoice Date</b>	<b>Due Date</b>
04/16/2024	05/16/2024
<b>Order Number</b>	<b>Terms</b>
7630431781-000-001	Net 30 Days
<b>Bill To</b>	<b>Customer Account</b>
1071230	DET 1834062

**Detail Invoice**

<b>Budget Center</b>	<b>BC Description</b>
TIFA	
<b>PO Number</b>	<b>PO Description</b>
4/15/24TIFA	
<b>PO Release</b>	<b>PO Release Description</b>

<b>Ordered By</b>	<b>Order Date</b>
CHRIS HODGINS	04/15/2024
<b>Deliver To</b>	<b>Approved By</b>
CHRIS HODGINS	
<b>Ship-to ID</b>	
TIFA	

**Shipping Address**

25637 MICHIGAN AVE DEARBORN HEIGHTS MI 48125

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
1	482484	BIC MATIC GRIP PENCIL .5MM 6PK	482484	PK	1	\$7.17	\$7.17	\$0.00	\$7.17
2	823285	ENVL CLASP 28# 9X12 KRAFT 100	823285	BX	1	\$24.02	\$24.02	\$0.00	\$24.02
3	610766	SCOTCH TAPE 3PK 3/4X1000	610766	PK	1	\$6.95	\$6.95	\$0.00	\$6.95
4	24339498	BROTHER TN227BK HY BLACK TONER	24339498	EA	1	\$56.48	\$56.48	\$0.00	\$56.48
5	521930	PEN CORRECT FN PT 12ML WE	521930	EA	2	\$6.76	\$13.52	\$0.00	\$13.52
Freight/Other \$0.00							Tax \$0.00	Subtotal: \$108.14	Total: \$108.14

493-863-702.000

(Approved on next page)

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Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 660409 Dallas, TX 75266-0409

For invoice and payment related inquiries please call 888-753-4103

Page: 1



To reach Customer Service,  
please dial (877) 826-7755.

REFER TO THIS ORDER NO. FOR ALL INQUIRIES

CUSTOMER NO.	SHIP DATE	ORDER NO.
0001834062	4/15/24	7630431781-000001
PURCHASE ORDER NO.		RELEASE NO.
4/15/24TTFA		
COST CENTER		End Cust PO#
TTFA		

Staples

SHIPPING LOCATION: London, OH FC

CARRIER ROUTE: TAY/COV /P1

CITY OF DEARBORN HEIGHTS  
CHRIS HODGINS  
25637 MICHIGAN AVE  
DEARBORN HEIGHTS, MI 48125  
Contact: (313) 791-9805 - CHRIS HODGINS

CITY OF DEARBORN HEIGHTS  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127

TOTAL PACKAGES: 1

PAGE: 1

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SPECIAL INSTRUCTIONS

Line	ITEM NUMBER	ITEM DESCRIPTION / MODEL / NUMBER	UNIT of MEAS	QTY ORDERED	QTY SHIPPED	B/O QTY		
1	482484	BIC MATIC GRIP PENCIL .5MM 6PK/42602	PK	1	1	0		
2	823285	ENVL CLASP 28# 9X12 KRAFT 100 /QUA37890	BX	1	1	0		
3	610766	SCOTCH TAPE 3PK 3/4X1000 /810-3PK	PK	1	1	0		
4	24339498	BROTHER TN227BK HY BLACK TONER/TN227BK	EA	1	1	0		
5	521930	PEN CORRECT FN PT 12ML WE /51412/ZL31-W	EA	2	2	0		
Safety Data Sheet (SDS) may be found by visiting <a href="http://sds.staples.com/msds/521930.pdf">http://sds.staples.com/msds/521930.pdf</a>								
4-16-24 493-863-702, 000 \$108.14								
C. J. Smith								

Staples

News & Reviews

NOTICE NEW PACKAGING & NEW  
PRODUCT OPTIONS TO BETTER SERVE  
YOUR BUSINESS NEEDS.

Thank You For Your Order! Staples, Inc.

001

SCS

Administration Charge

Administration Processing No

1  
6

\$75.00

\$75.00

\$2,051.84

Subtotal

\$2,929.34

Service Fees

\$0.00

Discount

\$0.00

Subtotal After Discount/Fees

\$2,929.34

Taxable Subtotal

\$0.00

Sales Tax Rate

6%

Tax Amount

\$0.00

Total

\$2,929.34

Amount Paid

\$0.00

Balance

\$2,929.34

**OK TO PAY**

101-300-932.000

Ac. Ken: Surgo - Swope  
4-12-24



3355 Bald Mountain Rd, Suite 10  
Auburn Hills, MI 48326  
248-852-2100

Bill To

DEARBORN HEIGHTS POLICE  
25637 MICHIGAN AVE.  
DEARBORN HEIGHTS, MI 48125 US

Invoice 44527

Apr 3, 2024

Job Number

24-3129

Payment Terms

Net 30

Total Due

\$2,929.34

Due Date

May 3, 2024



CUSTOMER NAME

DEARBORN HEIGHTS POLICE

PROPERTY NAME

DEARBORN HEIGHTS POLICE

PROPERTY ADDRESS

25637 MICHIGAN AVE.  
DEARBORN HEIGHTS, MI 48125

AUTHORIZED BY

CUSTOMER WO

NTE

Invoice Summary

Scope of Work:

- Arrived onsite and checked in with Mike Blackbird.
  - Inspected RTU 1 and RTU 3 to investigate the issue with static pressure transducers.
  - Confirmed that both RTUs were functioning properly at the time of inspection.
  - Located the faulty transducers and gathered information for replacement.
  - Contacted the supplier to order the necessary parts.
  - Mike Blackbird authorized the order without requesting a quote.
  - Parts are expected to be shipped within 3-5 days.
- 
- On the second visit, picked up the new duct pressure transducers.
  - Arrived onsite and obtained access to the site from Mike Blackbird.
  - Replaced the duct pressure transducers in RTU 1 and RTU 3.
  - Cycled the units back on and verified that they were operating correctly.

Labor

Date	Labor Name	Description	Taxable	Hours	Rate	Price Subtotal
Mar 19, 2024	Labor	Tyler Campagna - March 19, 2024 - Labor	No	2.5	\$135.00	\$337.50
Mar 26, 2024	Labor	Joe Ferris - March 26, 2024 - Labor	No	4	\$135.00	\$540.00
				<b>6.5</b>		<b>\$877.50</b>

Parts & Materials

Date	Item Name	Product Code	Description	Taxable	Quantity	Unit Price	Price Subtotal
	Other costs		Freight	No	1	\$79.40	\$79.40
	HVAC Part		Transducers	No	2	\$798.72	\$1,597.44
	Truck Charge		Truck cost and Consumables	No	2	\$150.00	\$300.00

### **EMS Medical Claims Management, Consultation & ePCR Optimization**

Invoice:	36834
Invoice Date:	4/30/2024
Billing Period:	4/1/2024 - 4/30/2024
Terms:	Net 28
Due Date:	5/28/2024
Amount Due:	\$11,476.76

Dearborn Heights Fire Department  
1999 N Beech Daly  
DEARBORN HEIGHTS, MI 48127

Email: [BillingQuestions@TheAccuMedGroup.com](mailto:BillingQuestions@TheAccuMedGroup.com)  
Call: Jenn Johnson 800.926.6985 Ext: 330  
Fax: 734.479.6319

--Please detach top portion and return with your payment--

*The Price for line items having a description of Billing Service Fee is represented as a percentage, and the quantity is represented as the total amount collected for this billing period.*

ACH Payments To:  
Routing Number: ABA 272471852  
Account Number: 137708262

O.K. to pay  
OZ (335-814)

**Total** **\$11,476.76**



*the*  
**AccuMed Group**

Statement Date: 5/1/2024

Dearborn Heights Fire Department  
1999 N Beech Daly  
DEARBORN HEIGHTS, MI 48127

Page 157 of 364



# ACQUISITION SERVICES

## QUARTERLY CHARGES

41365 Vincenti Ct. Novi MI 48375  
 248-536-3100 TLN.org  
 W-9 Form: TLN.org/W9

Invoice Number: 73875  
 Invoice Date: Apr 3, 2024  
 Due Date: May 3, 2024

Bill To:	DHTN #7
Dearborn Heights Caroline Kennedy Libra 24590 George Street Dearborn Heights, MI 48127 USA	

Description	Amount
CAROLINE KENNEDY:	
Materials Invoicing APR24-JUN24	878.41
Subscription Ordering and Invoicing APR24-JUN24	482.57
JOHN F. KENNEDY, JR.:	
Materials Invoicing APR24-JUN24	693.39
Subscription Ordering and Invoicing APR24-JUN24	353.29

*Handwritten notes:*  
 711-711-8220  
 CH 12/15  
 5/1/2024  
 1007

Total Invoice Amount	2,407.66
Payment/Credit Applied	
<b>TOTAL</b>	<b>\$ 2,407.66</b>

Make Payment to:  
 Bank Name: Chase, 43100 Grand River Avenue, Novi, MI 48375  
 Account Name: The Library Network  
 Account Number: 2490134  
 Routing Number: 072000326 (must start with 0)  
 Type: Checking

**Please include invoice number with payment to "The Library Network".  
 A late fee of 1.5% is assessed on amounts over 60 days past due.**



41365 Vincenti Ct. Novi MI 48375  
248-536-3100 TLN.org

W-9 Form: TLN.org/W9

# QUARTERLY TELECOM INVOICE

Invoice Number: 73716  
Invoice Date: Mar 25, 2024  
Due Date: Apr 24, 2024

<b>Bill To:</b>	<b>DHTN #7</b>
Dearborn Heights Caroline Kennedy Libra 24590 George Street Dearborn Heights, MI 48127 USA	

Description	Amount
<b>**Caroline Kennedy**</b>	
Circuit Speed 150M - JAN24-MAR24	1,078.88
Shared Fiber Cost - JAN24-MAR24	38.95
Internet Speed 150M - JAN24-MAR24	286.31
<b>**JFK Jr.**</b>	
Circuit Speed 100M - JAN24-MAR24	1,017.23
Shared Fiber Cost - JAN24-MAR24	38.95
Internet Speed 100M - JAN24-MAR24	190.87

718-738-857  
OK TO PAY  
17/11/19  
5/7/2024

Credit Memo#:

Total Invoice Amount	2,651.19
Payment/Credit Applied	
<b>TOTAL</b>	<b>\$ 2,651.19</b>

Make Payment to: Bank Name: Chase, 43100 Grand River Avenue, Novi, MI 48375 Account Name: The Library Network Account Number: 2490134 Routing Number: 072000326 (must start with 0) Type: Checking
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Charges reflect actual pass through costs incurred by TLN.

Please include invoice number with payment to "The Library Network". A late fee of 1.5% is assessed on amounts over 60 days past due.  
Thank you!



Libraries working together.

41365 Vincenti Ct. Novi MI 48375  
248-536-3100 TLN.org

## BOOK, SUBSCRIPTION & DATABASE INVOICE

Invoice Number: 73927  
Invoice Date: Apr 10, 2024  
Due Date: May 10, 2024  
Net 30 Days

W-9 Form: TLN.org/W9

<b>Bill To:</b>	<b>DHTN #7</b>
Dearborn Heights Caroline Kennedy Libra 24590 George Street Dearborn Heights, MI 48127 USA	

Description	Amount
DHTN** Direct Shlpments MAR24	3,183.50
DHTN** Data&Subs MAR24 - Movie Licensing USA Public Performance Site License APR24-MAR25	646.00
**DHTS Direct Shlpments MAR24	3,917.49
**DHTS CREDIT - WT COX - Animal Tales - Cancelled 1695042	-19.18

7777-981-5  
7727.81  
OK TODAY  
1712

Credit Ref #:

Total Invoice Amount	7,727.81
Payment/Credit Applied	
<b>TOTAL</b>	<b>\$ 7,727.81</b>

Make Payment to:  
Bank Name: Chase, 43100 Grand River Avenue, Novi, MI 48375  
Account Name: The Library Network  
Account Number: 2490134  
Routing Number: 072000326 (must start with 0)  
Type: Checking

Please include invoice number with payment to "The Library Network". A late fee of 1.5% is assessed on amounts over 60 days past due.  
Thank you!



# SHARED AUTOMATION SERVICE (SAS)

## QUARTERLY CHARGES

41365 Vincenti Ct. Novi MI 48375  
 248-536-3100 TLN.org  
 W-9 Form: TLN.org/W9

Invoice Number: 73828  
 Invoice Date: Apr 2, 2024  
 Due Date: May 2, 2024

Bill To:	DHTN #7
Dearborn Heights Caroline Kennedy Libra 24590 George Street Dearborn Heights, MI 48127 USA	

Description	Amount
SAS Basic Fee APR24-JUN24	5,649.44
SAS Circulation Charges APR24-JUN24	1,932.23
SAS Item Linked Charges APR24-JUN24	2,528.68
738-728-822nd   CUSTOMER   12/19   5/3/2024	

Total Invoice Amount	10,110.35
Payment/Credit Applied	
<b>TOTAL</b>	<b>\$ 10,110.35</b>

Make Payment to:  
 Bank Name: Chase, 43100 Grand River Avenue, Novi, MI 48375  
 Account Name: The Library Network  
 Account Number: 2490134  
 Routing Number: 072000326 (must start with 0)  
 Type: Checking

**Please include invoice number with payment to "The Library Network".  
 A late fee of 1.5% is assessed on amounts over 60 days past due.**



**WADE  
TRIM**

25251 Northline Road • Taylor, MI 48180  
734.947.9700 • www.wadetrtrim.com

# INVOICE

Terms: Net 30 Days  
1.5% Per Month After 30 Days  
18% Annual Rate  
ACH payments accepted. Send inquiries to remit@wadetrtrim.com

Remit Payment To: Wade Trim, 25251 Northline Road, Taylor, MI 48180

Attention: Robert Conrad  
Public Services Administrator  
City of Dearborn Heights  
24600 Van Born Road  
Dearborn Heights, MI 48125

Invoice : 2030768  
Invoice Date : 3/22/2024  
Project : DHT234414T  
Project Name : CSO L-42 Construction Engineering

For Professional Services Rendered For 1/27/2024 Through 3/1/2024

P.O. 22-536

		Billings				
		Fee	Available	To Date	Previous	Current
		735,445.00	170,004.07	577,999.20	565,440.93	12,558.27
Rate Labor	12,537.50					
Unit Rate Expense	20.77					

Current Billings 12,558.27  
Amount Due This Bill 12,558.27

Total Fee : 735,445.00  
To Date Billings : 577,999.20  
Total Remaining : 157,445.80

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	2030146	1/23/2024	16,266.50	16,266.50
	2030380	2/14/2024	15,082.50	15,082.50
				31,349.00

592-537-981.000

ok to pay

PCP

**Rate Labor**

<u>Class</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Construction Technidan II	2.00	75.0000	150.00
Engineer II	2.50	105.0000	262.50
Engineer III	38.00	165.0000	6,270.00
Professional Engineer III	29.00	200.0000	5,800.00
Project Aide III	0.50	110.0000	55.00
<b>Total Rate Labor</b>			<b>12,537.50</b>

**Unit Rate Expenses**

<u>Account / Unit</u>	<u>Quantity</u>	<u>Rate</u>	<u>Amount</u>
<b>Employee Mileage - Regular Rate</b>			
Employee Mileage	31.00	0.6700	20.77
<b>Total Employee Mileage - Regular Rate</b>			20.77
<b>Total Unit Rate Expenses</b>			<b>20.77</b>

<b>Total Bill Task: DHT234414T - CSO L-42 Construction Engineering</b>	<b>12,558.27</b>
------------------------------------------------------------------------	------------------

<b>Total Project: DHT234414T - CSO L-42 Construction Engineering</b>	<b>12,558.27</b>
----------------------------------------------------------------------	------------------



**WADE  
TRIM**

25251 Northline Road • Taylor, MI 48180  
734.947.9700 • www.wadetrtrim.com

# INVOICE

Terms: Net 30 Days  
1.5% Per Month After 30 Days  
18% Annual Rate

ACH payments accepted. Send inquiries to remit@wadetrtrim.com

Remit Payment To: Wade Trim, 25251 Northline Road, Taylor, MI 48180

Attention: Robert Conrad  
Public Services Administrator  
City of Dearborn Heights  
24600 Van Born Road  
Dearborn Heights, MI 48125

Invoice : 2030774  
Invoice Date : 3/22/2024  
Project : DHT262101T  
Project Name : 2023 Paving Program

For Professional Services Rendered For 1/27/2024 Through 3/1/2024

Resolution 23-415

Evangeline, Bryan,  
Sheahan, Simone &  
Crestwood Streets

		Billings			
		Fee	Available	To Date	Previous
		98,000.00	52,864.99	48,667.56	45,135.01
Rate Labor	3,522.50				
Unit Rate Expense	10.05				

Current Billings 3,532.55  
Amount Due This Bill 3,532.55

Total Fee : 98,000.00  
To Date Billings : 48,667.56  
Total Remaining : 49,332.44

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	2030150	1/23/2024	5,285.50	5,285.50
	2030385	2/14/2024	8,658.81	8,658.81
				13,944.31

203-203- 895.000

ok to pay



**100 - Project Management****Rate Labor**

<u>Class</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Aide III	0.50	115.0000	57.50
<b>Total Rate Labor</b>			<b>57.50</b>

**300 - Construction Engineering****Rate Labor**

<u>Class</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Engineer IV	18.00	180.0000	3,240.00
Professional Engineer II	1.50	150.0000	225.00
<b>Total Rate Labor</b>			<b>3,465.00</b>

**Unit Rate Expenses****Account / Unit**

<u>Account / Unit</u>	<u>Quantity</u>	<u>Rate</u>	<u>Amount</u>
Employee Mileage - Regular Rate			
Employee Mileage	15.00	0.6700	10.05
<b>Total Unit Rate Expenses</b>			<b>10.05</b>

**Total Bill Task 300 - Construction Engineering****3,475.05****Total Project: DHT262101T - 2023 Paving Program****3,532.55**



**WADE  
TRIM**

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# INVOICE

Terms: Net 30 Days  
1.5% Per Month After 30 Days  
18% Annual Rate  
ACH payments accepted. Send Inquiries to remit@wadetrtrim.com

Remit Payment To: Wade Trim, 25251 Northline Road, Taylor, MI 48180

Attention: Robert Conrad  
Public Services Administrator  
City of Dearborn Heights  
24600 Van Born Road  
Dearborn Heights, MI 48125

Invoice : 2030775  
Invoice Date : 3/22/2024  
Project : DHT262201T  
Project Name : City Wide School Pedestrian  
Crossing Improvements Program

For Professional Services Rendered For 1/27/2024 Through 3/1/2024

Resolution 23-416

		Billings				
		Fee	Available	To Date	Previous	Current
		65,000.00	24,666.70	43,648.30	40,333.30	3,315.00
Rate Labor	3,315.00					
Current Billings						3,315.00
Amount Due This Bill						3,315.00

Total Fee : 65,000.00  
To Date Billings : 43,648.30  
Total Remaining : 21,351.70

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	2030152	1/23/2024	11,497.50	11,497.50
	2030386	2/14/2024	14,797.50	14,797.50
				26,295.00

203-203-817.000

OK to pay

PCP

**100 - Project Management****Rate Labor**

<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Project Aide III	0.50	115.0000	57.50
<b>Total Rate Labor</b>			<b>57.50</b>

**200 - Data Collection****Rate Labor**

<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Engineer II	1.00	110.0000	110.00
<b>Total Rate Labor</b>			<b>110.00</b>

**300 - Report****Rate Labor**

<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Professional Planner V	16.00	190.0000	3,040.00
<b>Total Rate Labor</b>			<b>3,040.00</b>

**400 - Concepts****Rate Labor**

<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Senior Professional	0.50	215.0000	107.50
<b>Total Rate Labor</b>			<b>107.50</b>

**Total Project: DHT262201T - City Wide School Pedestrian Crossing Improvements Program****3,315.00**



25251 Northline Road • Taylor, MI 48180  
734.947.9700 • www.wadetrim.com

# INVOICE

Terms: Net 30 Days  
1.5% Per Month After 30 Days  
18% Annual Rate  
ACH payments accepted. Send Inquiries to remit@wadetrim.com

Remit Payment To: Wade Trim, 25251 Northline Road, Taylor, MI 48180

Attention: Robert Conrad  
Public Services Administrator  
City of Dearborn Heights  
24600 Van Born Road  
Dearborn Heights, MI 48125

Invoice : 2030776  
Invoice Date : 3/22/2024  
Project : DHT262301T  
Project Name : Citywide Stormwater and Flood  
Mitigation Plan

For Professional Services Rendered For 1/27/2024 Through 3/1/2024

Resolution 23-522 adopted Nov. 14, 2023

		Billings			
		Fee	Available	To Date	Previous
		115,000.00	90,532.50	42,562.50	24,467.50
Rate Labor	18,095.00				18,095.00

Current Billings 18,095.00  
Amount Due This Bill 18,095.00

Total Fee : 115,000.00  
To Date Billings : 42,562.50  
Total Remaining : 72,437.50

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	2030153	1/23/2024	5,500.00	5,500.00
	2030387	2/14/2024	13,887.50	13,887.50
				19,387.50

592-536-817.000

OK to pay

**100 - Data Collection****Rate Labor**

<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Professional Engineer II	56.00	145.0000	8,120.00
Senior Professional	14.00	210.0000	2,940.00
<b>Total Rate Labor</b>			<b>11,060.00</b>

**Total Bill Task: 100 - Data Collection****11,060.00****200 - Storm Water Model****Rate Labor**

<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Senior Professional	30.00	210.0000	6,300.00
<b>Total Rate Labor</b>			<b>6,300.00</b>

**90 - Project Management****Rate Labor**

<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Senior Professional	3.50	210.0000	735.00
<b>Total Rate Labor</b>			<b>735.00</b>

**Total Project: DHT262301T - Citywide Stormwater and Flood Mitigation Plan****18,095.00**



**WADE  
TRIM**

25251 Northline Road • Taylor, MI 48180  
734.947.9700 • www.wadetrtrim.com

# INVOICE

Terms: Net 30 Days  
1.5% Per Month After 30 Days  
18% Annual Rate  
ACH payments accepted. Send inquiries to remits@wadetrtrim.com

Remit Payment To: Wade Trim, 25251 Northline Road, Taylor, MI 48180

Attention: Robert Conrad  
Public Services Administrator  
City of Dearborn Heights  
24600 Van Born Road  
Dearborn Heights, MI 48125

Invoice : 2030781  
Invoice Date : 3/22/2024  
Project : DHT100524T  
Project Name : General Engineering Services

For Professional Services Rendered For 1/27/2024 Through 3/1/2024

		Billings				
		Fee	Available	To Date	Previous	Current
		50,000.00	40,846.25	20,533.75	9,153.75	11,380.00
Rate Labor	11,380.00					
Current Billings						11,380.00
Amount Due This Bill						11,380.00

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	2030378	2/14/2024	9,153.75	9,153.75
				9,153.75

592-536-817.000

Ok to pay

**145 - General Services****Rate Labor**

<b>Class</b>	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
CADD Technician VI	1.00	125.0000	125.00
Engineer II	12.00	115.0000	1,380.00
Engineer III	3.50	135.0000	472.50
Professional Engineer III	6.50	165.0000	1,072.50
Professional Engineer V	31.00	215.0000	6,665.00
Professional Planner II	7.00	130.0000	910.00
Professional Planner V	3.00	190.0000	570.00
Project Specialist III /Manager	1.00	185.0000	185.00

**Total Rate Labor****11,380.00****Total Bill Task: 145 - General Services****11,380.00****Total Project: DHT100524T - General Engineering Services****11,380.00**

# Wade Trim

Remit To:  
25251 Northline Road • Taylor, MI 48180  
734.947.9700 • FAX: 734.947.1380 • www.wadetrim.com

## INVOICE

TERMS: Net 30 days  
1.5% Per Month after 30 days  
18% ANNUAL RATE

City of Dearborn Heights  
6045 Fenton Avenue  
Dearborn Heights, MI 48127

Invoice Date : 3/22/2024  
Invoice # : 2030781  
Project # : DHT100524T

Attention: Mr. Robert Conrad, Public Works Director

Engineering Assistance as Requested from 1/27/2024 through 3/1/2024

Hours	Rate	Amount
-------	------	--------

### Assist DPW in MS4 Permit Requirements & Application

Professional Engineer V	2.00	\$215.00	\$430.00
Engineer II	4.00	\$115.00	\$460.00
Total			\$890.00

### Road Project Planning & Budget

Professional Engineer V	2.00	\$215.00	\$430.00
Professional Engineer III	3.50	\$165.00	\$577.50
Engineer II	3.00	\$115.00	\$345.00
Total			\$1,352.50

### Assist DPW in Miss Dig Requests, Mapping & Support

Professional Planner II	2.00	\$130.00	\$260.00
Engineer II	3.00	\$115.00	\$345.00
CADD Technician VI	1.00	\$125.00	\$125.00
Professional Engineer III	3.00	\$165.00	\$495.00
Professional Engineer V	2.00	\$215.00	\$430.00
Total			\$1,655.00

### NPDES Support

Professional Engineer V	3.00	\$215.00	\$645.00
Total			\$645.00

### Weekly Progress meetings

Professional Engineer V	11.00	\$215.00	\$2,365.00
Total			\$2,365.00

### CRS FEMA Support

Professional Engineer V	4.00	\$215.00	\$860.00
Total			\$860.00

### EGLE Water Main Support

Professional Engineer V	3.00	\$215.00	\$645.00
Project Specialist III/Manager	1.00	\$185.00	\$185.00
Total			\$830.00

### 2024 Water Main Project Support



Professional Engineer V  
Engineer II

2.00	\$215.00	\$430.00
2.00	\$115.00	\$230.00
Total		\$660.00

**City Park Support**

Professional Planner II  
Professional Planner V  
Professional Engineer V  
Engineer III

5.00	\$130.00	\$650.00
3.00	\$190.00	\$570.00
2.00	\$215.00	\$430.00
3.50	\$135.00	\$472.50
Total		\$2,122.50
Amount Due		\$11,380.00

Invoice Number  
**317717**

Invoice Date  
**04/01/24**

**COUNTY OF WAYNE**  
Warren C. Evans - County Executive  
500 Griswold, Detroit, Michigan 48226

**Invoice**



Send Remittance to:

**Wayne County  
Environmental Services Division  
400 Monroe, Suite 300  
Detroit, Michigan 48226**

Customer:

**City of Dearborn Heights  
6045 Fenton  
Dearborn Heights MI 48127**

Customer Number

**500005**

Direct Inquiries to:

**Telephone (313) 224-4658**

***Environmental Services Division***

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	05/01/24	APR 2024 FIXED SEWAGE ROUGE VALLEY SEWAGE DISPOSAL SYSTEM REVENUE# 598.54004.632445 CASH ACCT# 598.009000  592-537-929.000  OK to pay 	476,294.79
Please Pay This Amount =>			\$ 476,294.79

**Return Remittance Copy of Invoice with Payment**

Invoice Number  
**317717**

Invoice Date  
**04/01/24**

Invoice Number  
**317730**

Invoice Date  
**04/01/24**

**COUNTY OF WAYNE**  
Warren C. Evans - County Executive  
500 Griswold, Detroit, Michigan 48226

**Invoice**



Send Remittance to:

**Wayne County  
Environmental Services Division  
400 Monroe, Suite 300  
Detroit, Michigan 48226**

Customer:

**City of Dearborn Heights  
6045 Fenton  
Dearborn Heights MI 48127**

Customer Number

**500005**

Direct Inquiries to:

**Telephone (313) 224-4658**

***Environmental Services Division***

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	05/01/24	APR 2024 SEWAGE DISPOSAL AREA3 SEWAGE DISPOSAL REVENUE# 596.54079.632410 CASH ACCT# 596.011079  592-537-929.000  OK to pay 	4,500.00
Please Pay This Amount =>			\$ 4,500.00

**Return Remittance Copy of Invoice with Payment.**

Invoice Number  
**317730**

Invoice Date  
**04/01/24**

Invoice Number  
**317737**

Invoice Date  
**04/01/24**

**COUNTY OF WAYNE**  
Warren C. Evans - County Executive  
500 Griswold, Detroit, Michigan 48226

**Invoice**



Send Remittance to:

Wayne County  
Environmental Services Division  
400 Monroe, Suite 300  
Detroit, Michigan 48226

Customer:

City of Dearborn Heights  
6045 Fenton  
Dearborn Heights MI 48127

Customer Number

**500005**

**Direct Inquiries to:**

Telephone (313) 224-4658

***Environmental Services Division***

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	05/01/24	APR 2024 THRU JUN 2024 ECPAD O & M ASSESSMENT TAYLOR SANITARY BASIN REVENUE ACCT# 821.54713.403000 CASH ACCT# 821.001713  592- 537 - 929.000 ok to pay 	104,144.67

Please Pay This Amount => \$ **104,144.67**

**Return Remittance Copy of Invoice with Payment**

Invoice Number  
**317737**

Invoice Date  
**04/01/24**

Invoice Number  
**318039**

Invoice Date  
**04/10/24**

# COUNTY OF WAYNE

Warren C. Evans - County Executive  
500 Griswold, Detroit, Michigan 48226

## Invoice



Send Remittance to:

Wayne County  
Accounts Receivable  
500 Griswold 14th Floor  
Detroit, MI 48226

Customer:

City of Dearborn Heights  
6045 Fenton  
Dearborn Heights MI 48127

Customer Number

**500005**

Direct Inquiries to:

Telephone (313) 224-7354

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	05/10/24	Traf Sig Maint 03/24	1,534.75
101-440-925,000 OK to pay <i>[Signature]</i>			
Please Pay This Amount => \$			1,534.75

Return Remittance Copy of Invoice with Payment

Invoice Number  
**318039**

Invoice Date  
**04/10/24**

March , 2024 - 500005 Dearborn Heights, City of

Work Order Number	Location	Agency %	Maintenance Cost	Overhead Cost	Ohead Rate	Total Billing
00186604	Warren@Fairwood	50	101.27	25.32	.25	126.59
00186689	Warren@Fenton	50	16.51	4.13	.25	20.64
00186713	Outer Drive-W@Midway	50	50.64	12.66	.25	63.30
00186813	Joy@Fenton	25	69.27	17.32	.25	86.59
00187521	Beech-Daly@*Fire Station	100	151.90	37.98	.25	189.88
00187663	Annapolis@Monroe	100	137.86	34.48	.25	172.34
00186532	Ann Arbor Trail@Inkster	25	137.85	34.47	.25	172.32
00186696	Warren@Garling/Fieldg	25	46.83	11.72	.25	58.55
00186812	Van Born@Gulley	25	237.84	59.46	.25	297.30
00187658	Cherry Hill@John Daly	50	174.41	43.61	.25	218.02
00187660	Beech-Daly@Annapolis	75	103.37	25.85	.25	129.22
500005 Dearborn Heights, City of			1,227.75	307.00		1,534.75
Sum						

Approved for the Agenda of:	APPROVED
5/14/2024	Motion No. 24-192

8.A.



## Mayor's Office

TO: Honorable Mayor Bill Bazzi  
Honorable City Council Members

FROM: Bill Bazzi, Mayor

DATE: May 6, 2024

RE: Miller Canfield Letter of Engagement - Drinking Water State Revolving Fund (DWSRF)

The City's Water Led Service Lines, Water Meter Replacements and Water Main Replacement projects are expected to be financed through the FY 2024 Drinking Water State Revolving Fund administered by the Michigan Department of Environment, Great Lakes and Energy ("EGLE") and the Michigan Finance Authority ("MFA").

We would like to engage with MILLER, CANFIELD, PADDOCK AND STONE, P.L.C. for the role of Bond Counsel at a cost not to exceed \$37,500, to be paid from the General Fund # 592-536-817.000.

### Attachments:

1. Engagement Letter- Dearborn Heights DWSRF Bonds(41780404.1)

**PATRICK F. MCGOW**  
TEL (313) 496-7684  
FAX (313) 496-8450  
E-MAIL [mcgow@millercanfield.com](mailto:mcgow@millercanfield.com)

**Miller, Canfield, Paddock and Stone, P.L.C.**  
150 West Jefferson, Suite 2500  
Detroit, Michigan 48226  
TEL (313) 963-6420  
FAX (313) 496-7500  
[www.millercanfield.com](http://www.millercanfield.com)

February 14, 2024

Mayor Bill Bazzi  
City of Dearborn Heights  
6045 Fenton Street  
Dearborn Heights, MI 48127-3294

Re: City of Dearborn Heights  
(Drinking Water State Revolving Fund – Lead Service Line Replacements)

Dear Mayor Bazzi:

I am following up on conversations with City staff and engineers regarding the proposed financing of lead service line replacements for the City's Water System. We appreciate the opportunity to serve the City of Dearborn Heights (the "City") once again as bond counsel in connection with the potential issuance of bonds (the "Bonds") to finance the lead service line replacements. It is our understanding that the City's projects are expected to be financed through the FY 2024 Drinking Water State Revolving Fund administered by the Michigan Department of Environment, Great Lakes and Energy ("EGLE") and the Michigan Finance Authority ("MFA"). We value highly our past relationship with the City, and you may be assured of our prompt and complete attention to this financing. It is our practice when beginning work on a new matter to send an engagement letter like this which sets forth the scope of our services as bond counsel and the nature of our compensation.

### ***Bond Counsel's Role***

Bond Counsel is engaged as a recognized expert whose primary responsibility is to render an objective legal opinion with respect to the authorization and issuance of the Bonds. Our approving legal opinion with respect to the Bonds will be executed and delivered by us in written form on the date the Bonds are exchanged for their purchase price and will be based upon facts and law existing as of its date. In rendering the opinion, we will rely upon the certified proceedings and other certifications of public officials and by other persons furnished to us without undertaking independent verification of the information contained in the proceedings and certifications.

In performing our services as bond counsel, our client is the City, and we will represent its interests. However, our representation of the City does not alter our responsibility to render an objective opinion as bond counsel. Upon delivery of the opinion our responsibilities as bond counsel will be concluded with respect to the Bonds.



***Scope of Bond Counsel Services – What We Will Do***

As bond counsel, we would provide the following services customarily performed by bond counsel respecting the authorization, sale, issuance and delivery of bonds:

1. Meet or consult with City officials, the City Council, if requested, and others to explain the legal nature of a proposed borrowing, the City's power to borrow and the limitations on that power, and consult with City officials and the financial advisor in the design of the bonding program and timing schedules.

2. Prepare all of the necessary resolutions, notices, agreements, and other documents to authorize, issue and market the bonds. We also would assist your financial advisor in preparing applications to the Michigan Department of Treasury and in preparing the official statement respecting the bonds. We also will advise the City regarding relevant disclosure obligations under SEC Rule 15c2-12 in connection with the marketing and sale of municipal securities.

3. Examine the tax issues related to the bonds (done by an attorney specializing in the requirements of the Internal Revenue Code as they apply to municipal tax-exempt bonds) to assure that all requirements of the Internal Revenue Code are complied with and that any adverse tax consequences are minimized.

4. Assist as needed in arrangements for and participation in presentations to rating agencies or bond insurance providers, if applicable.

5. Prepare the bond form for printing definitive bonds for delivery to the purchaser. We will also participate in the sale and delivery of the bonds to the purchaser in order to handle legal matters that may arise at those times.

6. Give the approving opinion as to validity and enforceability of the bonds and their authorizing documents and as to the exemption of the interest on the bonds from federal and state income taxation.

Our professional responsibilities as attorneys in this matter will be limited to interpretations of law and other legal issues and the drafting of legal documents. In no event, of course, would we presume to assume the responsibilities of the City or the professional responsibilities of any other advisor with respect to such non-legal matters. We are not registered municipal advisors under the federal Dodd-Frank Act. We understand that the City will retain PFM Financial Advisors, LLC, to serve as its registered municipal advisor.

***Additional Services***

We believe that the above services encompass the normal scope of bond counsel activities.

Our services as bond counsel do not include activities outside of that norm, such as review of construction contracts, condemnation, title issues or recording deeds involved in land acquisition, representation of the City in litigation or administrative proceedings that might arise in connection with the Bonds. In the event that serious matters or matters outside the norm arise in these areas, we would provide you at that time with a fee quote for such additional services.

Our engagement does not include any obligation to monitor compliance with the federal tax requirements found in the Internal Revenue Code of 1986 (the "Code") and applicable to the Bonds, including the rebate requirements of Code Section 148(f), if applicable, as described in an exhibit attached to the Nonarbitrage and Tax Compliance Certificate that the City will execute in connection with the issuance of the Bonds, or in connection with any audit or examination of the Bonds by the Internal Revenue Service. However, we would be available to assist with rebate calculations or any audit or examination as a separate engagement.

***Conflict of Interest Policy***

Our firm is one of the largest in Michigan. In addition to having the largest public finance practice in the State, our attorneys represent a great many clients and our practice is in many different legal areas. We call your attention to the fact that our firm frequently represents MFA in a variety of State of Michigan financings. This firm may be asked to represent MFA in connection with the DWSRF program during the time the City is selling the Bonds to MFA. This representation would not involve the City, its project or its Bonds specifically and therefore we do not believe our firm's representation of MFA, should it occur, would interfere in any way with our representation of the City as bond counsel in connection with the Bonds. However, we wish to make you aware of the possibility of such representation and invite you to discuss with us this matter further if you have any questions or concerns.

**Fees**

It is our understanding that the City is considering the issuance of a single series of Capital Improvement Bonds to finance the loan portion of the lead service line replacement project, with an estimated project cost of \$13,800,000 and estimated loan amount of \$7,038,000. Based on the terms, structure, size and schedule of financing, the time we anticipate devoting to the financing, and the responsibilities that we assume, our legal fee as bond counsel would be based on a formula for the final loan amount, which would be \$37,500, including all out-of-pocket expenses, including travel costs, document production, deliveries, long distance telephone charges, filing fees, and other necessary office disbursements. As you are aware, our customary practice is to submit our invoice for payment at the time of the delivery of the Bonds to be paid from the proceeds of the Bonds.

**MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.**

Mayor Bill Bazzi

-4-

February 14, 2024

We welcome this opportunity to once again be of service to the City and look forward to working with you. If you have any questions regarding this letter, please give me a call.

Very truly yours,

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

By:   
Patrick F. McGow

Cc: Ali Dib  
Lisa Hicks-Clayton  
Mariana Hernandez

41780404.1/088888.01672

Approved for the Agenda of:	APPROVED
5/14/2024	Motion No. 24-193

9.A.



## Treasurer's Office

TO: Honorable Mayor Bill Bazzi  
Honorable City Council Members

FROM: Lisa Hicks-Clayton, Treasurer

DATE: May 6, 2024

RE: Treasurer Hicks-Clayton - Escheatment Policy & Procedure

***SEE ATTACHED***

### **Attachments:**

1. ESCHEATING CHECKS TO STATE

# ESCHEATING CHECKS TO STATE POLICY & PROCEDURE

## **Introduction:**

Michigan's Uniform Unclaimed Property Act, Public Act 29 of 1995, as amended, requires entities to report and remit to the Michigan Department of Treasury abandoned and unclaimed property. Properties with a value of \$25.00 or less are not required to be escheated.

## **Procedure:**

### Identify Unclaimed Property:

All checks issued by the City of Dearborn Heights that reach a one-year dormancy period as of March 31st that are equal or greater than \$25.00 will be identified as properties that may be reportable as unclaimed property.

1. In B S & A Accounts Payable run a report showing all open checks. Identify any Accounts Payable and Payroll checks that have reached dormancy period.

### Write-offs

Any checks identified as \$25.00 or less should be reviewed by the Comptroller and Treasurer for write-off.

1. Provide a list to the Comptroller and Treasurer for approval to write-off.
2. Once approved for write-off follow these steps:
  - a. Verify with the bank that the checks have not been cashed.
  - b. Remove the positive pay through the bank.
  - c. Void the check AND invoice in Accounts Payable.

### Due Diligence

Any checks identified that are over the \$25.00 threshold shall continue through the Escheatment Process.

1. Prepare a list of checks identified.
2. Notify the department who requested the check, so they have an opportunity to reach out to the payee about the outstanding check.
3. Due Diligence letters will be mailed by April 15th. A copy of the letter will be attached to the vendor's file.
4. Update the list of checks with responses to the letters by May 15th (i.e. returned mail, no response, void, and re-issue).
5. For a check over \$1,000.00, attempt to call the payee if a phone number is available.

6. Provide the list of checks identified with the responses received to the Comptroller and the Treasurer for approval to escheat by June 1st.

### Reporting Process

Once checks have been identified as reportable and due diligence has been completed the reporting process may begin after June 1st.

1. Begin preparing the annual unclaimed property report using free reporting software on the State of Michigan's Unclaimed Property website.
2. Once the draft is prepared, escheat the checks in B S & A Accounts Payable with the following steps:
  - a. Verify with the bank that the checks have not been cashed.
  - b. Remove the positive pay through the bank.
  - c. In B S & A Accounts Payable go to Tables> Check table
  - d. Mark any checks that need to be escheated.
  - e. Select Tools> Set Fields
  - f. For population, select Marked Records
  - g. Select Set the Check Status
  - h. Select Escheated from the drop-down menu.
3. Create a journal entry for the total amount escheated. Allowance for escheatment-debit vendor and credit State of Michigan(escheatment). When issuing funds to the state, a journal entry will be needed- credit to cash and debit liability.
4. Submit the report on or before July 1st.
5. Submit a check request to Accounts Payable for the total amount escheated.

LHC/ 4-22-24

Approved for the Agenda of:	APPROVED
5/14/2024	Motion No. 24-194

9.B.



## Mayor's Office

TO: Honorable Mayor Bill Bazzi  
Honorable City Council Members

FROM: Kim Comer, Director

DATE: May 6, 2024

RE: Assessor Comer - Appraiser Recommendation for MTT 23-001869 Carriage Park

Honorable Council:

The Assessor's Office is recommending John R Widmer, Jr., MAI of Frohm & Widmer, Inc., for completion of the valuation work on the current Entire Tax Tribunal case 23-001869 VTP Carriage Park, LLC v. City of Dearborn Heights. After reviewing the written and verbal bids, I believe that he would be best suited and experienced to handle the appraisal and tribunal process in the most cost-effective manner to the benefit of the City of Dearborn Heights.

Included is the invoice along with the retainer agreement The valuation disclosure is due on June 20th so we would like to get to work on this case as soon as possible.

Thank you for your assistance,  
Kimberly Comer, Assessor

### Attachments:

1. Appraiser for MTT 23-001869 Carriage Park Assessor



## Assessor's Office

Kimberly Comer  
Assessor

Bill Bazzi  
Mayor

### Memo

**To:** City Administration & City Council

**From:** Kimberly Comer

**Date:** 4/30/2024

**Re:** Appraiser for MTT 23-001869 Carriage Park

---

The Assessor's Office is recommending John R. Widmer, Jr., MAI of Frohm & Widmer, Inc., for completion of the valuation work on the current Entire Tax Tribunal case 23-001869 *VTP Carriage Park, LLC v. City of Dearborn Heights*. After reviewing the written and verbal bids, I believe that he would be best suited and experienced to handle the appraisal and tribunal process in the most cost-effective manner to the benefit of the City of Dearborn Heights.

Included is the invoice along with the retainer agreement. The valuation disclosure is due on June 20th so we would like to get to work on this case as soon as possible.

Thank you for your assistance,

Kimberly Comer, Assessor



---

APPRAISAL RETAINER AGREEMENT

---

**DATE:** April 22, 2024

**CLIENT:** **City of Dearborn Heights**  
% Ms. Kimberly Comer, MAAO, Assessor  
6045 Fenton Street  
Dearborn Heights, Michigan 48146  
[kcomer@dearbornheightsmi.gov](mailto:kcomer@dearbornheightsmi.gov)

**APPRAISER:** John R. Widmer, Jr., MAI  
**FROHM & WIDMER, INC.**  
33966 West 8 Mile Road, Suite 108  
Farmington Hills, Michigan 48335  
**Phone:** (248) 471-6767, ext. 11  
Contact e-mail: [jwidmer@frohmwidmer.com](mailto:jwidmer@frohmwidmer.com)

**PROPERTY:** Carriage Park Apartments  
27201 Canfield Drive  
Dearborn Heights, Wayne County, Michigan 48127  
Parcel No. 33-008-99-0018-000 & -0019-000

*VTP Carriage Park, LLC v. City of Dearborn Heights*

MTT Docket No. 23-001869-TT





In general, the subject is a multi-family residential project, consisting of ten (10) 2-story, garden-style apartment building containing a total of 247-units, constructed in 1964 and 1967. The building improvements provide a reported gross building area (GBA) of  $\pm 228,324$  square feet, per building sketches within Assessment records, and an estimated gross living area (GLA) of  $\pm 197,580$  square feet, indicating an average unit size of  $\pm 800$  square feet. Unit mix includes 112, 1BR/1BA ( $\pm 665$  square feet) units; 119, 2BR/1BA ( $\pm 900$  square feet) units; and, 16, 2BR/1.5BA ( $\pm 1,000$  square feet) unit. The combined site area is estimated at  $\pm 13.23$  acres and density equates to  $\pm 18.67$  dwelling units per acre.

**SERVICES:** This agreement represents a proposal to provide real property appraisal services, related to the requirement of establishing True Cash Value (TCV) for a pending ad valorem appeal, with the valuation retrospective to December 31, 2022 (Tax Year 2023).

**EXHIBIT 1**

Carriage Park Apartments - Appraisal Retainer Agreement  
27201 Canfield Dr., Dearborn Heights, Michigan 48127

All market analysis and appraisal reporting will be prepared and reported in conformance with the **Uniform Standards of Professional Appraisal Practice (USPAP) 2024 Edition**, effective January 1, 2024, as well as all Professional Appraisal Standards and Code of Professional Ethics of the **Appraisal Institute**. For each appraisal assignment, an appraiser must:

- 1.) identify the problem to be solved;
- 2.) determine and perform the scope of work necessary to develop credible assignment results; and,
- 3.) disclose the scope of work in the report.

An appraiser must properly identify the problem to be solved in order to determine the appropriate scope of work. The appraiser must be prepared to demonstrate that the scope of work is sufficient to produce credible assignment results. Scope of work includes, but is not limited to:

- the extent to which the property is identified;
- the extent to which tangible property is inspected;
- the type and extent of data researched; and,
- the type and extent of analyses applied to arrive at opinions or conclusions.

Appraisers have broad flexibility and significant responsibility in determining the appropriate scope of work for an appraisal assignment. Credible assignment results require support by relevant evidence and logic. The credibility of assignment results is always measured in the context of the intended use. An Appraisal Report requires the following items:

- (i.) State the identity of the client, or if the client requested anonymity, state that the identity is withheld at the client's request, but retained in the Appraiser's Workfile.
- (ii.) State the identity of any other intended users by name or type.
- (iii.) State the intended use of the appraisal.
- (iv.) Contain information, documents, and/or exhibits sufficient to identify the real estate involved in the appraisal, including the physical, legal and economic property characteristics relevant to the assignment.
- (v.) State the real property interest appraised.
- (vi.) State the type and definition of value and cite the source of the definition.
- (vii.) State the effective date of the appraisal and the date of the report.
- (viii.) Summarize the scope of work used to develop the appraisal.
- (ix.) Summarize the extent of any significant real property appraisal assistance.
- (x.) Provide sufficient information to indicate that the appraiser complied with the requirements of Standard 1, by:
  - Summarizing the appraisal methods and techniques employed
  - Stating the reasons for excluding the sales comparison, cost or income approach(es) if any have not been developed
  - Summarizing the results of analyzing the subject sales, agreements of sale, options and listings in accordance with Standards Rule 1-5
  - Stating the value opinion(s) and conclusion(s)
  - Summarizing the information analyzed and the reasoning that supports the analyses, opinions, and conclusions, including reconciliation of the data and approaches.
- (xi.) State the use of the real estate existing as of the effective date and the use of the real estate reflected in the appraisal.
- (xii.) When an opinion of highest and best use was developed by the appraiser, state that opinion and summarize the support and rationale for that opinion.

- (xiii.) Clearly and conspicuously, state all extraordinary assumptions and hypothetical conditions; and, state that their use might have affected the assignment results.
- (xiv.) include a signed certification in accordance with Standards Rule 2-3.

The appraisal will be prepared in conformance with Standard Rule 2-2(a) of the **Uniform Standards of Professional Appraisal Practice (USPAP)**, and will be presented as an Appraisal Report. With regards to the above noted reporting requirements, the breadth of discussion will be predicated upon the extent to which each component would impact the true cash value conclusion. For factual data, a summarized presentation will be included. For factors that have a more influential impact on value, a more detailed discussion will be presented.

The general scope of work for this assignment will include the following:

- Identify subject property by its legal description and real property tax identification number.
- Observe the exterior and interior of the subject.
- Consider property specific data related to the physical and location characteristics of the subject site, including but not limited to, shape, topography, availability of utilities, road frontage, access and surrounding developments.
- Consider data related to the physical characteristics of the site and building improvements, including available site and building plans.
- Perform research pertaining to market supply and demand factors, market conditions and operating trends impacting the subject's property type.
- Consider of the subject's competitive position in the sub-market.
- Review and analyze lease and rent roll documents, as well as historical P&L statements, if applicable.
- Analyze property-specific data related to the subject property's functional utility and marketability.
- Identify relevant demographic, social, economic, political and governmental factors affecting the subject's sub-market.
- Complete market research into supply and demand factors prevalent in the subject's macro and micro markets.
- Complete market research into recent sales and leases for competitively similar apartment properties in the competitive sub-market.
- Obtain information from brokers, appraisers and other industry professionals, and review various market and industry reports and resource materials, regarding recent market conditions and operating trends impacting the various uses within the competitive sub-market.
- Inspect of all local market data relied upon in the appraisal.
- Analyze market data and conclude to a reasonably probable highest and best use for the property.
- Consider the application of the three traditional approaches to value (i.e., **Income, Sales Comparison and Cost Approaches**) in light of: (i) the subject property's physical and economic characteristics; (ii) market conditions; and, (iii) valuation criteria typically employed by the likely segment for this type and class of property.
- Prepare a retrospective fee simple true cash value estimate, using the **Sales Comparison Approach** and **Income Approach** to value.
- Reconcile the valuation analyses into a final true cash value conclusion.

**FEE:** For this proposal, the appraisal process has been determined to comprise two (2) phases, initially comprising market research and conclusion of value, followed by preparation of the Appraisal Report for submission to the Michigan Tax Tribunal (MTT). As such, this proposal will be provided in phases, and will specifically provide a **not to exceed (NTE)** estimate for the following:

**Phase 1 (Research & Preliminary Value Conclusion):** Market research, which will comprise compilation of market conditions, market comparables, and analysis of subject property specific data. The information compiled initially will be analyzed and true cash value will be reported. In maintaining conformance with USPAP, a Restricted Appraisal Report will be prepared. In this instance, a NTE fee has been estimated at \$5,000. Time expended will be billed at \$250 per hour and maintained and reported in the invoice for services rendered. The fee is due and payable with a retainer in the amount of \$5,000, with the invoice attached.

**Phase 2 (Appraisal Report for submission to the MTT):** This phase of the agreement contemplates preparation of an Appraisal Report (i.e., including all conclusions rendered in the Phase 1 Restricted Appraisal Report), to be submitted to the MTT. The NTE fee for this segment of the agreement is \$3,500. Should this assignment proceed through Phase 2, the total NTE fee will be \$8,500.

Phase 2 of the agreement will survive final preparation and delivery of the Appraisal Report, however, excludes subsequent services rendered, including but not limited to meetings, other conferences, depositions, hearings, trial preparation, attendance and testimony at trial, or any other dissemination or defense of the assignment and its conclusions. These post-appraisal services, if applicable, will be billed at a rate of \$250 per hour. These additional expenses are not intended to cover review and/or questions concerning the appraisal, upon receipt and review of same by the client.

**DELIVERY:** The Appraisal Report will be completed by early-June 2024, so to meet the proposed June 20, 2024 valuation disclosure exchange date with the MTT scheduling order.

**CONFIDENTIALITY:** Frohm & Widmer, Inc. considers all work done in connection with this assignment to be confidential. By acceptance of this engagement, it is understood that any private, confidential, or proprietary information provided during the course of this assignment will be kept strictly confidential. The appraiser will maintain the confidentiality and privacy of customer information obtained in the course of this assignment in compliance with the Ethics Rule of USPAP and the Appraisal Institute Code of Professional Ethics. Valuation assumptions, value conclusions, and/or related issues will ***NOT*** be discussed with any party other than the client and authorized parties as directed by the client. This will also pertain to any protective order entered into between Petitioner and Dearborn Heights, if applicable.

**ACCEPTANCE:** If the terms of this agreement are acceptable, please formally acknowledge your acceptance of these terms.

Frohm & Widmer, Inc.



	Vice President	04-22-2024
BY: John R. Widmer, Jr., MAI	TITLE	DATE

City of Dearborn Heights

BY:	TITLE	DATE
-----	-------	------

## INVOICE FOR PROFESSIONAL SERVICES RENDERED

April 22, 2024

**City of Dearborn Heights**

% Ms. Kimberly Comer, MAAO, Assessor  
6045 Fenton Street  
Dearborn Heights, Michigan 48146

**CONTRACTOR:**

**FROHM & WIDMER, INC.**

33966 West 8 Mile Road, Suite 108  
Farmington Hills, Michigan 48335  
Phone 248-471-6767

**COMPANY CONTACT:**

John R. Widmer, Jr., MAI  
[jwidmer@frohmwidmer.com](mailto:jwidmer@frohmwidmer.com)

**FEDERAL TAX ID NO.:**

38-2965772

**PROFESSIONAL SERVICES:**

Appraisal Retainer Agreement - Invoice

**SUBJECT PROPERTY:**

Carriage Park Apartments  
27201 Canfield Drive  
Dearborn Heights, Wayne County, Michigan 48127  
Parcel No. 33-008-99-0018-000 & -0019-000

*VTP Carriage Park, LLC v. City of Dearborn Heights*

MTT Docket No. 23-001869-TT

**RETAINER FEE:**

\$5,000

**INVOICE DUE DATE:**

**Upon receipt of invoice**

Thank you in advance for your prompt attention to payment of this invoice!

Direct any questions to John R. Widmer, Jr., MAI (248-471-6767, Ext. 11)

Approved for the Agenda of:	APPROVED
5/14/2024	Motion No. 24-195

9.C.



## Building Department

TO: Honorable Mayor Bill Bazzi  
Honorable City Council Members

FROM: Eric Watland, Director

DATE: April 8, 2024

RE: Building & Engineering Director Watland - Budget Amendment

***SEE ATTACHED***

**Attachments:**

1. BLDG DEPT. BUDGET AMENDMENT





## Department of Building and Engineering

**Eric Watland**  
Director

**Bill Bazzi**  
Mayor

To: Hon. Bill Bazzi, Mayor  
Hon. City Council Members

From: Rick Watland, Director

Date: April 8, 2024

Re: Budget Amendments

Due to signed contracts after the budget had been established, changes in staffing, increased meeting fees, and increased workload in the Building Department, adjustments need to be made to the following accounts to balance.

The changes are noted below:

Decrease: 101-371-707.100 (Part time) \$11,000

Increase: 101-371-712.000 (Committee Fees) \$1,000

101-371-709.000 (Overtime) \$10,000

I would request that Council pass the budget amendments as stated above.

Respectfully submitted,

Rick Watland, Director  
Building & Engineering, Director

/km

Attachments: None

Approved for the Agenda of:	APPROVED
5/14/2024	Motion No. 24-196

9.D.



## Building Department

TO: Honorable Mayor Bill Bazzi  
Honorable City Council Members

FROM: Eric Watland, Director

DATE: April 4, 2024

RE: Building & Engineering Director Watland - Truck Leases (3) for Inspectors

***SEE ATTACHED***

**Attachments:**

1. TRUCK LEASE. LETTER
2. TRUCK LEASE. BACKUP



## Department of Building and Engineering

**Eric Watland**  
Director

**Bill Bazzi**  
Mayor

To: Hon. Bill Bazzi, Mayor  
Hon. City Council

From: Rick Watland, Director  
Building & Engineering

Date: May 2, 2024

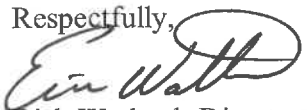
Re: Building Department Vehicle Lease for Inspectors

The Building Department has not had new vehicles for the Inspectors since 2012. Per the Michigan Regional Council of Carpenters Contract approved on September 26, 2023, the Building Department is required to provide a full-size pickup truck for each Inspector to use for City business. The Building Department is currently using used vehicles, some borrowed from other departments, that do not comply with that requirement. Repairs on the current vehicles are quite costly, and are causing time delays with the Inspector's Inspections.

Three new vehicles were approved as part of the Building Department's 2023 – 2024 Budget year. I am requesting to Lease three (3) Ford F-150 4x4 Supercrew XLT(s) for a period of 36 months / 10,500 miles per year with a down payment of \$5,112.55, \$5,112.06, and \$5,112.69 for the three (3) trucks. The total down payment will be \$15,337.30. The monthly payment will be \$540.51, \$540.02, and \$540.65 for the three (3) trucks for a total of \$1,621.18 per month for all three (3) trucks as designated per the Mission Ford quotes as attached.

I am requesting a motion to authorize the Mayor, City Clerk, and myself to sign any documents relating to the Lease of the three (3) Ford F-150 4x4 Supercrew XLT trucks along with any modifications as needed. Further authorizing the Treasurer and Comptroller to sign for the downpayment of \$15,337.30 from 101-371-816.000, and the future monthly lease payment of \$1,621.18 per month.

Respectfully,

  
Rick Watland, Director  
Building & Engineering

Attachments (3)  
/km

	Suggested Retail Price	Invoice Amount
F150 4X4 SUPERCREW XLT - 145	53840 00	50341 00
2024 MODEL YEAR		
M7 CARBONIZED GRAY METALLIC		
US DARK SLATE CLOTH 40/CON/40		
INCLUDED ON THIS VEHICLE		
EQUIPMENT GROUP 302A	4770 00	4340 00
XLT SERIES		
LED SIDE-MIRROR SPOTLIGHTS		
POWER-SLIDING REAR WINDOW		
OPTIONAL EQUIPMENT/OTHER		
99D 3.5L POWERBOOST FULL HYBRID	3560 00	3239 00
44H HYBRID ELEC 10-SPD AUTO TRANS	NC	NC
275/60R20 BSW ALL-TERRAIN		
XL6 3.73 ELECTRONIC LOCK RR AXLE	NC	NC
7400# GVWR PACKAGE		
425 50 STATE EMISSIONS	NC	NC
50M MOBILE OFFICE PACKAGE	555 00	505 00
.PARTITIONED LOCKABLE STORAGE		
.WIRELESS CHARGING PAD		
BLUECRUISE EQUIP: 90DAY TRIAL		
53T TOW/HAUL PACKAGE	785 00	715 00
.INTEGRATED TRAILER BRAKE CONT		
MIRROR MAN FOLD W/POWER GLASS		
64L 20" CHROME-LIKE PVD WHEELS	1395 00	1270 00
STANDARD FUEL TANK		
TOTAL OPTIONS/OTHER	11065 00	10069 00
TOTAL VEHICLE & OPTIONS/OTHER	64905 00	60410 00
DESTINATION & DELIVERY	1995 00	1995 00
TOTAL BEFORE DISCOUNTS	66900 00	62405 00
##SPECIAL ADDED DISCOUNTS#		
XLT MID DISCOUNT	2000 00-	1820 00-
POWERBOOST HYBRID DISC	1900 00-	1729 00-
TOTAL SAVINGS	3900 00-	3549 00-
TOTAL FOR VEHICLE	63000 00	
FUEL CHARGE		92 07
CV LOT MANAGEMENT		10 00
SHIPPING WEIGHT 5397 LBS.		
TOTAL	63000 00	58958 07

This Invoice may not reflect the final cost of the vehicle in view of the possibility of future rebates, allowances, discounts and incentive awards from Ford Motor Company to the dealer.

Sold to <b>Mission Ford of Dearborn, Inc.48B020</b> <b>14585 Michigan Ave.</b> <b>Dearborn MI 48126</b>		Order Type <b>2</b>	Ramp Code <b>CM59</b>	Batch ID <b>RC181</b>	Price Level <b>435</b>
Ship to (if other than above)		Date Inv. Prepared <b>03 18 24</b>		Item Number <b>48-T51J</b>	Transit Days <b>02</b>
		Ship Through			
Invoice & Unit Identification NO. <b>1FTFW3LD2RFA09219</b>	Final Assembly Point <b>DEARBORN</b>	Finance Company and/or Bank <b>Ford Motor Credit 000001</b>			

HB	Invoice Total	A & Z Plan	D Plan	X Plan	FPA	AA
1220	58958.07	56640.07	56740.07	58997.24		915.00



Address: 6045 FENTON ST

County:

State: **MI**

Zip: 48127

Home#: Cell#: 313-300-7554

Work#:

Email: **BBAZZI@DEARBORNHEIGHTSMI.GOV**

Dr lic#:

DOB:

Sales1: **BASSAM ABOUL-HOSN**

Sales 2:

Co-Name:

Co-DOB:

Co-Dr. Lic#:

Address:

C-St-Zip:

Email:







	Suggested Retail Price	Invoice Amount
F150 4X4 SUPERCREW XLT - 145	53840 00	50341 00
2024 MODEL YEAR		
YZ OXFORD WHITE		
US DARK SLATE CLOTH 40/CON/40		
INCLUDED ON THIS VEHICLE		
EQUIPMENT GROUP 302A	4770 00	4340 00
XLT SERIES		
LED SIDE-MIRROR SPOTLIGHTS		
POWER-SLIDING REAR WINDOW		
OPTIONAL EQUIPMENT/OTHER		
99D 3.5L POWERBOOST FULL HYBRID	3560 00	3239 00
44H HYBRID ELEC 10-SPD AUTO TRANS	NC	NC
275/60R20 BSW ALL-TERRAIN		
XL6 3.73 ELECTRONIC LOCK RR AXLE	NC	NC
7400# GVWR PACKAGE		
425 50 STATE EMISSIONS	NC	NC
50M MOBILE OFFICE PACKAGE	555 00	505 00
.PARTITIONED LOCKABLE STORAGE		
.WIRELESS CHARGING PAD		
BLUECRUISE EQUIP: 90DAY TRIAL		
53T TOW/HAUL PACKAGE	785 00	715 00
.INTEGRATED TRAILER BRAKE CONT		
MIRROR MAN FOLD W/POWER GLASS		
64L 20" CHROME-LIKE PVD WHEELS	1395 00	1270 00
STANDARD FUEL TANK		
TOTAL OPTIONS/OTHER	11065 00	10069 00
TOTAL VEHICLE & OPTIONS/OTHER	64905 00	60410 00
DESTINATION & DELIVERY	1995 00	1995 00
TOTAL BEFORE DISCOUNTS	66900 00	62405 00
##SPECIAL ADDED DISCOUNTS#		
XLT MID DISCOUNT	2000 00-	1820 00-
POWERBOOST HYBRID DISC	1900 00-	1729 00-
TOTAL SAVINGS	3900 00-	3549 00-
TOTAL FOR VEHICLE	63000 00	
FUEL CHARGE		92 07
CV LOT MANAGEMENT		10 00
SHIPPING WEIGHT 5397 LBS.		
TOTAL	63000 00	58958 07

STK  
240 481

This Invoice may not reflect the final cost of the vehicle in view of the possibility of future rebates, allowances, discounts and incentive awards from Ford Motor Company to the dealer.

Sold to <b>Mission Ford of Dearborn, Inc. 48B020</b> <b>14585 Michigan Ave.</b> <b>Dearborn MI 48126</b>		Order Type <b>2</b>		Ramp Code <b>CM59</b>		Batch ID <b>RC181</b>		Price Level <b>435</b>	
Ship to (if other than above)		Date Inv. Prepared		Item Number		Transit Days			
		<b>03 18 24</b>		<b>48-139L</b>		<b>02</b>			
		Ship Through							
Invoice & Unit Identification NO. <b>1FTFW3LD8RFA09175</b>		Final Assembly Point <b>DEARBORN</b>		Finance Company and/or Bank <b>Ford Motor Credit 000001</b>					

HB	Invoice Total	A & Z Plan	D Plan	X Plan	FPA	AA
1220	58958.07	56640.07	56740.07	58997.24		

Customer: CITY OF DEARBORN HEIGHTS

Address: 6045 FENTON ST

City: DEARBORN HTS

County:

State: MI

Zip: 48127

Home#:

Cell#: 313-300-7554

Work#:

Email: BBAZZI@DEARBORNHEIGHTSMI.GOV

Dr lic#:

DOB:

Sales1: BASSAM ABOUL-HOSN

Sales 2:

Co-Name:

Co-DOB:

Co-Dr. Lic#:

Address:

C-St-Zip:

Email:

	Stock#	Year / Make / Model	Body Style	Miles	VIN
SOLD	240481	2024 FORD F-150		0	1FTFW3LD8RFA09175
Trade #1					
Trade #2					

CDK-DEAL#

Control# 96802

Delivery date: 5/3/2024

Plate transf#:

Exp. date:

New plate Mos:

ns co:

PH#:

Policy#:

Exp. date:

rogram#	Amount\$	Description

Early Bird prog#:		Amount \$:	
Dealer adds	DOOR EDGE GUARDS	\$:	109.00
	WHEEL LOCKS	\$:	159.00
		\$:	
		\$:	
		\$:	
		\$:	
		\$:	
		\$:	
		\$:	

ESP description	Amount	Term	Miles	Deduct.

Sale Type:

New

Used

Demo

Finance type:

Lease

Buy

Cash

Customer type:

Retail

A

Z

X

D

FCTP

PIN #

Sponsor:

Relationship:

Selling price:	58,997.24
Acquisition Fee:	645.00
Dealer adds:	248.00
Doc Fee:	260.00
ESP:	0.00
Total Cap Cost:	59,890.24
Cap Reduction:	4000.00
Total Transfer/Plate:	31.00
CVR: Other upfront:	284.00
Security deposit:	0.00
Tax Upfront:	257.04
First Payment:	521.63
Total Initial Payments:	
Trade Equity:	0.00
Rebates:	0.00
Cash Due on Delivery:	5093.67
Term: 36    Rate: 4.42    Residual % 0.67	
MSRP: 66,900.00    Residual Adds:	0.00
Tier level:                      Contract Miles:	7500
Lien Holder:	

Trade

Trade-Purchase

Lease turn in

YR-MK-MOD:

VIN:

Purchase Amount \$:

STOCK#:

Payoff to:

\$:

ACV\$:

MILES:

Address:

O/A or U/A \$:

City-St-Zip:

Neg. Equity \$:

Customer paying neg. equity: Y N

Good until:

By whom:

chk to deal \$:

Chk to cust \$:

Check to other:\$

Acct#:

Phone#:

Customer: CITY OF DEARBORN HEIGHTS

Address: 6045 FENTON ST

City: DEARBORN HTS

County:

State: MI

Zip: 48127

Phone#:

Cell#: 313-300-7554

Work#:

Email: BBAZZI@DEARBORNHEIGHTSMI.GOV

Driver Lic#:

DOB:

Sales1: BASSAM ABOUL-HOSN

Sales 2:

Co-Name:

Co-DOB:

Co-Dr. Lic#:

Address:

C-St-Zip:

Email:

	Stock#	Year / Make / Model	Body Style	Miles	VIN
SOLD	240481	2024 FORD F-150		0	1FTFW3LD8RFA09175
Trade #1					
Trade #2					

CDK-DEAL#

Control# 96802

Delivery date: 5/3/2024

Plate trans#: Exp. date: New plate Mos:

Ins co: PH#:

Policy#: Exp. date:

Program#	Amount\$	Description

Early Bird prog#:		Amount \$:	
Dealer adds	DOOR EDGE GUARDS	\$:	109.00
	WHEEL LOCKS	\$:	159.00
		\$:	
		\$:	
		\$:	
		\$:	
		\$:	
		\$:	

ESP description	Amount	Term	Miles	Deduct.

Sale Type: 

New

 Used Demo

Finance type: 

Lease

 Buy Cash

Customer type: Retail - A - Z - 

X

 D - FCTP

PIN #

Sponsor:

Relationship:

Selling price:	58,997.24
Acquisition Fee:	645.00
Dealer adds:	248.00
Doc Fee:	260.00
ESP:	0.00
Total Cap Cost:	59,890.24
Cap Reduction:	0.00
Total Transfer/Plate:	31.00
CVR: Other upfront:	284.00
Security deposit:	0.00
Tax Upfront:	17.04
First Payment:	647.14
Total Initial Payments:	
Trade Equity:	0.00
Rebates:	0.00
Cash Due on Delivery:	979.18
Term: 36 Rate: 4.42 Residual % 0.67	
MSRP: 66,900.00 Residual Adds:	0.00
Tier level: Contract Miles:	7500
Lien Holder:	

Trade Trade-Purchase Lease turn in

YR-MK-MOD:

VIN:

Purchase Amount \$:

STOCK#:

Payoff to: \$:

ACV\$:

MILES:

Address:

O/A or U/A \$:

City-St-Zip:

Neg. Equity \$:

Customer paying neg. equity: Y N

Good until: By whom:

chk to deal \$:

Chk to cust \$:

Check to other:\$

Acct#: Phone#:



Page 209 of 364

	Suggested Retail Price	Invoice Amount
F150 4X4 SUPERCREW XLT - 145	53840.00	50341.00
2024 MODEL YEAR		
YZ OXFORD WHITE		
FB BLACK SPORT 40/CONSOLE/40		
INCLUDED ON THIS VEHICLE		
EQUIPMENT GROUP 302A	4770.00	4340.00
XLT SERIES		
LED SIDE-MIRROR SPOTLIGHTS		
POWER-SLIDING REAR WINDOW		
OPTIONAL EQUIPMENT/OTHER		
99D 3.5L POWERBOOST FULL HYBRID	3560.00	3239.00
44H HYBRID ELEC 10-SPD AUTO TRANS	NC	NC
XL6 3.73 ELECTRONIC LOCK RR AXLE	NC	NC
7400# GVWR PACKAGE		
193 XLT BLACK APPEARANCE PACKAGE	495.00	451.00
.275/65R 18 BSW ALL-TERRAIN		
.18" GLOSS BLACK WHEELS		
425 50 STATE EMISSIONS	NC	NC
47R FLOOR LINER - TRAY STYLE	200.00	182.00
(50M) MOBILE OFFICE PACKAGE	555.00	505.00
.PARTITIONED LOCKABLE STORAGE		
.WIRELESS CHARGING PAD		
BLUECRUISE EQUIP: 90DAY TRIAL		
(53T) TOW/HAUL PACKAGE	785.00	715.00
.INTEGRATED TRAILER BRAKE CONT		
MIRROR MAN FOLD W/POWER GLASS		
STANDARD FUEL TANK		
68L BED UTILITY PACKAGE	635.00	578.00
.TAILGATE STEP		
DEALER INSTALLED OPTIONS		
First Aid Kit with Ford Logo	50.00	46.00
TOTAL OPTIONS/OTHER	11050.00	10056.00
TOTAL VEHICLE & OPTIONS/OTHER	64890.00	60397.00
DESTINATION & DELIVERY	1995.00	1995.00
TOTAL BEFORE DISCOUNTS	66885.00	62392.00
##SPECIAL ADDED DISCOUNTS#		
XLT MID DISCOUNT	2000.00-	1820.00-
POWERBOOST HYBRID DISC	1900.00-	1729.00-
TOTAL SAVINGS	3900.00-	3549.00-
TOTAL FOR VEHICLE	62985.00	
FUEL CHARGE		92.07
CV LOT MANAGEMENT		10.00
SHIPPING WEIGHT 5397 LBS.		

This Invoice may not reflect the final cost of the vehicle in view of the possibility of future rebates, allowances, discounts and incentive awards from Ford Motor Company to the dealer.

Sold to		Order Type				Ramp Code		Batch ID		Price Leve			
		Date Inv. Prepared		Item Number		Transit Days							
Ship to (If other than above)		Ship Through											
Invoice & Unit Identification NO.				Final Assembly Point				Finance Company and/or Bank					
HB		Invoice Total		A & Z Plan		D Plan		X Plan		FPA		AA	









Address: 6045 FENTON ST

ity: DEARBORN HTS

County:

State: **MI**

Zip: 48127

ome#:

Cell#: 313-300-7554

Work#:

Email: **BBAZZI@DEARBORNHEIGHTSMI.GOV**

Dr lic#:

DOB:

Sales1: **BASSAM** ABOUL-HOSN

Sales 2:

Do-Name:

Co-DOB:

Co-Dr. Lic#:

Address:

C-St-Zip:

Email:

	Stock#	Year / Make / Model	Body Style	Miles	VIN
SOLD	240329	2024 FORD F-150		0	1FTFW3LD9RFA40175
Trade #1					
Trade #2					

CDK-DEAL#	Control#	96802
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Delivery date: 5/3/2024

Plate transf#: Exp. date: New plate Mos:

ns co: PH#:

Policy#: Exp. date:

Program#	Amount\$	Description
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Early Bird prog#:	Amount \$:
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Dealer adds	DOOR EDGE GUARDS	\$:	109.00
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HEEL LOCKS	\$:	159.00
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SP description	Amount	Term	Miles	Deduct.
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Grade	Trade-Purchase	Lease turn in	YR-MK-MOD:
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VIN:

Purchase Amount \$:	STOCK#:	Payoff to:	\$:
---------------------	---------	------------	-----

ACV\$:	MILES:	Address:
--------	--------	----------

O/A or U/A \$:	City-St-Zip:
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Neg. Equity \$:	Customer paying neg. equity: Y	N	Good until:	By whom:
-----------------	--------------------------------	---	-------------	----------

Bank to deal \$:	Chk to cust \$:	Check to other:\$	Acct#:	Phone#:
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Sale Type:	<b>New</b>	Used	Demo
Finance type:	<b>Lease</b>	Buy	Cash
Customer type:	Retail - A - Z - <b>X</b>	D - FCTP	
PIN #			
Sponsor:			
Relationship:			

Selling price:	58,984.29
Acquisition Fee:	645.00
Dealer adds:	268.00
Doc Fee:	260.00
ESP:	0.00
Total Cap Cost:	59,897.29
Cap Reduction:	4000.00
Total Transfer/Plate:	31.00
CVR: Other upfront:	284.00
Security deposit:	0.00
Tax Upfront:	257.04
First Payment:	540.51
Total Initial Payments:	
Trade Equity:	0.00
Rebates:	0.00
Cash Due on Delivery:	5112.55
Term: 36 Rate: 4.42 Residual % 0.66	
MSRP: 66,885.00 Residual Adds:	0.00
Tier level: Contract Miles:	10500
Lien Holder:	

Address: 6045 FENTON ST

City: DEARBORN HTS

County:

State: **MI**

Zip: 48127

Home#: Cell#: 313-300-7554

Work#:

Email: [BBAZZI@DEARBORNHEIGHTSMI.GOV](mailto:BBAZZI@DEARBORNHEIGHTSMI.GOV)

Dr lic#:

DOB:

Sales1: **BASSAM ABOUL-HOSN**

Sales 2:

Co-Name:

Co-DOB:

Co-Dr. Lic#:

Address:

C-St-Zip:

Email:

	Stock#	Year / Make / Model	Body Style	Miles	VIN
SOLD	240329	2024 FORD F-150		0	1FTFW3LD9RFA40175
Trade #1					
Trade #2					

CDK-DEAL#	Control#	96802
-----------	----------	-------

Delivery date: 5/3/2024

Plate transf#:                      Exp. date:                      New plate Mos:

ns co: PH#:

Policy#: Exp. date:

[illegible][illegible]

ESP description	Amount	Term	Miles	Deduct.

Sale Type:

**New**

Used

## Demo

Finance type:

Lease

**Buy**

Cash

Customer type:

Retail - A - Z - **X** - D - FCTP

PIN #

Sponsor:

Relationship:

Selling price:	58,984.29
Acquisition Fee:	645.00
Dealer add:	268.00
Doc Fee:	260.00
ESP:	0.00
Total Cap Cost:	59,897.29
Cap Reduction:	0.00
Total Transfer/Plate:	31.00
CVR: Other upfront:	284.00
Security deposit:	0.00
Tax Upfront:	17.04
First Payment:	666.03
Total Initial Payments:	
Trade Equity:	0.00
Rebates:	0.00
Cash Due on Delivery:	998.07
Term: 36 Rate: 4.42 Residual % 0.66	
MSRP: 66,885.00 Residual Adds:	0.00
Tier level: Contract Miles:	10500 mi
Lien Holder:	

<b>rade</b>	<b>Trade-Purchase</b>	<b>Lease turn in</b>	<b>YR-MK-MOD:</b>	<b>VIN:</b>
Purchase Amount \$:		<b>STOCK#:</b>		Payoff to: <b>\$:</b>
ACV\$:		<b>MILES:</b>		Address:
O/A or U/A \$:		City-St-Zip:		
Neg. Equity \$:		Customer paying neg. equity: <b>Y</b> <b>N</b>		Good until: <b>By whom:</b>
Chk to deal \$:		Chk to cust \$:	Check to other:\$	Acct#: <b>Phone#:</b>

Approved for the Agenda of:	APPROVED
5/14/2024	Motion No. 24-197

9.E.



## Mayor's Office

TO: Honorable Mayor Bill Bazzi

Honorable City Council Members

FROM: Ali Dib, City Engineer

DATE: May 7, 2024

RE: City Engineer Dib - Lower Rouge CSO L-42 Sewer Separation Project: Project Scope Modification - Change Order #5

Honorable Council:

Enclosed for your approval, please find Change Order No. 5 for \$77,312.17. This represents costs for additional quantities that exceeded the original "design estimate" in the bid documents.

Our field engineering consultants as well as our staff have verified the additional quantities (please see detailed list on page 4 of the attached document).

The current contract value, including previously approved change orders, is \$12,883,990.53. This change order will bring the total contract value to \$12,961,302.70.

I respectfully request that your honorable Council approve the payment per the original scope and fee and authorize the Mayor and Comptroller to sign the necessary warrants. And the Treasurer to pay. (GL 592-537-981.005) & P.O. #22-535.

Respectfully,  
Ali M. Dib, P.E.  
City Engineer

### Attachments:

1. Lower Rouge CSO L-42 Change Order 5 Backup



DO NOT PAY FROM THIS DOCUMENT

Contract Change Order 5

Date: Mar. 21, 2024

Extension of Time

Substantial Completion Date:	Nov. 15, 2023
Number of Days Added:	0
Extended To:	Nov. 15, 2023
Final Completion Date:	Nov. 30, 2023
Number of Days Added:	167
Extended To:	May. 15, 2024

Owner: City of Dearborn Heights  
24600 Van Born Road  
Dearborn Heights, MI 48125

Contractor: Pamar Enterprises Inc.  
31604 Pamar Court  
New Haven, MI 48048

Job No. DHT2344-13T

Project: Lower Rouge CSO Design Area L-42

THIS CHANGE ORDER CONSTITUTES FULL MUTUAL ACCORD AND SATISFACTION FOR ALL TIME AND COSTS RELATED TO THIS CHANGE. BY ACCEPTANCE OF THIS CHANGE ORDER, THE CONTRACTOR HEREBY AGREES THAT THIS CHANGE REPRESENTS AN EQUITABLE ADJUSTMENT TO THE CONTRACT AND FURTHER AGREES TO WAIVE ANY FURTHER CLAIMS OR CHANGES ARISING OUT OF, OR AS A RESULT OF, THIS CHANGE, OR THE ACCUMULATION OF CHANGES AS RELATED TO THIS SUBJECT.

"APPROVALS REQUIRED"

THIS CONTRACT CHANGE ORDER, WHEN APPROVED, WILL CONSTITUTE AUTHORIZATION FOR THE FOLLOWING CHANGE IN PLAN TO BE CONSTRUCTED IN ACCORDANCE WITH ALL PROVISIONS OF THIS CONTRACT, INCLUDING THE FURNISHING OF THE NECESSARY BONDS AND INSURANCE.

Prepared By: Construction Department:

*Johnny Levent*  
Wade Trim Associates  
Vaughn C. Martin  
DN: cn=Vaughn C. Martin, o=WadeTrim, ou=.email=vmartin@wadeTrim.com, c=US  
Date: 2024.03.25 09:41:54 -04'00'

Date

3/26/2024

Recommended By: Engineer:

Wade Trim Associates

Date

Sarah Moscrip

Digitally signed by Sarah Moscrip  
Date: 2024.03.25 07:22:08 -04'00'

Accepted By: Contractor:

Pamar Enterprises Inc.

Date

Approved By: Owner:

City of Dearborn Heights

Date



# Contract Change Order 5

PROJECT NAME: Lower River C&D Design Area L-42  
JOB NO.: 0172344377  
CLIENT: City of Overland Heights  
DATE: March 21, 2024  
Contract Start Date: May 5, 2022  
Construction Start Date: August 7, 2022

Substantial Completion Date:  
Anticipated To:  
Final Completion Date:  
Bounded To:

Nov 15, 2023  
Nov 15, 2023  
Nov 15, 2023  
Nov 15, 2024

Item#	DESCRIPTION	Plan (+/-) Qty	Unit	Unit Price	CO No. 1 (+/-) Orig. Qty	CO No. 2 (+/-) Orig. Qty	CO No. 3 (+/-) Orig. Qty	CO No. 4 (+/-) Orig. Qty	CO No. 5 (+/-) Orig. Qty	CO No. 6 (+/-) Orig. Qty	CO No. 7 (+/-) Orig. Qty	Revised Qty	Contract Amount	Current Contract Price	Total of Previous Change Orders	Total Anticipated Change Order
1	Concrete Driveway and Sidewalk, Remove	36,500.00	Sq	\$ 0.30	3,500.00		6,605.00	895.00				-49,700.00	\$ 11,550.00	\$ 14,910.00	\$ 1,091.50	\$ 268.50
2	Concrete Pavement, Remove	27,500.00	Sq	\$ 7.00	9,400.00		-48,091.00					36,000.00	\$ 192,560.00	\$ 252,630.00	\$ 60,130.00	\$ -
3	Concrete Unit Pavers, Remove and Replace	15.00	Sq	\$ 100.00			9.01	4.00				28.01	\$ 1,560.00	\$ 2,801.00	\$ 901.00	\$ -400.00
4	Shamallow Pavement, Remove	35.00	Sq	\$ 5.00			35.00					0.00	\$ 175.00	\$ -	\$ (175.00)	\$ -
5	Storm Sewer, Remove, 18 inch to 20 inch	1,350.00	Lt	\$ 20.00	120.00		-431.00	30.00				1,069.00	\$ 27,000.00	\$ 21,380.00	\$ (6,220.00)	\$ 600.00
6	Storm Sewer, Remove, 21 inch to 30 inch	50.00	Lt	\$ 50.00			-10.00	-10.00				29.00	\$ 2,500.00	\$ 1,470.00	\$ (500.00)	\$ (530.00)
7	Storm Sewer, Remove, 36 inch to 42 inch	15.00	Lt	\$ 75.00			-15.00					0.00	\$ 1,125.00	\$ -	\$ (1,125.00)	\$ -
8	Manhole, Remove	1.00	Each	\$ 750.00			2.00					5.00	\$ 750.00	\$ 2,500.00	\$ 1,500.00	\$ -
9	Catch Basin, Remove	48.00	Each	\$ 350.00			-10.00					50.00	\$ 16,800.00	\$ 17,500.00	\$ 700.00	\$ -
10	Gate Valve and Well, Remove	23.00	Each	\$ 250.00			-8.00	2.00				21.00	\$ 5,250.00	\$ 5,250.00	\$ (1,000.00)	\$ 500.00
11	Gate Valve and Well, Abandon	1.00	Each	\$ 200.00			3.00					4.00	\$ 200.00	\$ 400.00	\$ 600.00	\$ -
12	Pipe Hydrant, Remove	17.00	Each	\$ 100.00			-1.00					21.00	\$ 1,160.00	\$ 2,100.00	\$ 400.00	\$ -
13	Abandon Water Main w/Flowable Fill	55.00	Cyd	\$ 120.00			-20.98					74.02	\$ 11,460.00	\$ 8,982.40	\$ (2,517.60)	\$ -
14	Cut and Cap Existing Water Main, 8 inch	2.00	Each	\$ 2,700.00			-31.00					2.00	\$ 5,400.00	\$ 5,400.00	\$ -	\$ -
15	Storm Sewer, Abandon with Flowable Fill (10 inch to 15 inch)	40.00	Cyd	\$ 120.00			-2.00					0.00	\$ 240.00	\$ 1,080.00	\$ (872.00)	\$ -
16	Sewer, Abandon w/Flowable Fill, 21 inch to 36 inch	1.00	Lt	\$ 25,000.00								1.00	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -
17	Abandon Regulator Chamber	40.00	Each	\$ 180.00			-7.00	1.00				34.00	\$ 7,200.00	\$ 6,120.00	\$ (1,260.00)	\$ 780.00
18	Build-out Existing Sewer, (10 inch to 15 inch)	6.00	Each	\$ 190.00			-3.00					3.00	\$ 1,140.00	\$ 570.00	\$ (570.00)	\$ -
19	Build-out Existing Sewer, (21 inch to 30 inch)	4.00	Each	\$ 200.00			-2.00					2.00	\$ 800.00	\$ 400.00	\$ (400.00)	\$ -
20	Build-out Existing Sewer, (36 inch to 42 inch)	275.00	Lt	\$ 195.00			185.00					486.00	\$ 52,350.00	\$ 92,340.00	\$ 40,000.00	\$ -
21	Water Main, 8 inch, HDPE, Pre-Chlorinated Pipe Buried	80.50	Lt	\$ 180.00			158.00	4.00				2,892.10	\$ 14,460.00	\$ 520,560.00	\$ 505,540.00	\$ 720.00
22	Water Main, 12 inch, HDPE, Pre-Chlorinated Pipe Buried	3,650.00	Lt	\$ 155.00			72.00					3,722.00	\$ 565,750.00	\$ 576,910.00	\$ 11,160.00	\$ -
23	Water Main, 8 inch, HDPE, Pre-Chlorinated Pipe Buried	3,200.00	Lt	\$ 155.00			80.00					3,280.00	\$ 496,000.00	\$ 508,400.00	\$ 12,400.00	\$ -
24	Water Main, 8 inch, HDPE, Directional Bore	5,600.00	Lt	\$ 155.00			-20.00					5,299.00	\$ 848,500.00	\$ 821,345.00	\$ (46,655.00)	\$ -
25	Water Main, 12 inch, HDPE, Directional Bore	1,350.00	Lt	\$ 180.00			-5.00					1,345.00	\$ 243,000.00	\$ 243,100.00	\$ (900.00)	\$ -
26	Gate Valve and Well, 8 inch	31.00	Each	\$ 9,000.00			-4.00	-1.00				34.00	\$ 279,000.00	\$ 705,000.00	\$ 36,000.00	\$ (7,000.00)
27	Gate Valve and Well, 12 inch	4.00	Each	\$ 11,000.00			1.00	2.00				11.00	\$ 44,000.00	\$ 121,000.00	\$ 55,000.00	\$ 22,000.00
28	Fire Hydrant Assembly	25.00	Each	\$ 9,600.00			4.00					35.00	\$ 249,600.00	\$ 336,000.00	\$ 86,400.00	\$ -
29	Water Service Line (Long), 1 inch, PE, GTS	18.00	Each	\$ 2,000.00			-8.00					10.00	\$ 36,000.00	\$ 20,000.00	\$ (16,000.00)	\$ -
30	Reconnect Existing Water Service	155.00	Each	\$ 450.00			-4.00	1.00				174.00	\$ 69,300.00	\$ 78,300.00	\$ 8,100.00	\$ 450.00
31	Curb Stop and Box, 1 inch	5.00	Each	\$ 600.00			3.00					7.00	\$ 3,000.00	\$ 21,000.00	\$ 18,000.00	\$ -
32	Disconnector Existing Water Service (Chr of Direction)	7.00	Each	\$ 55.00			1.00					8.00	\$ 385.00	\$ 440.00	\$ 55.00	\$ -
33	Connection to Existing 12 inch WMA w/12 inch x 8 inch Tee and Cutting in Sleeve	2.00	Each	\$ 7,500.00			2.00					5.00	\$ 15,000.00	\$ 37,500.00	\$ 22,500.00	\$ -
34	Connection to Existing 12 inch WMA w/12 inch x 8 inch Tee and Cutting in Sleeve	3.00	Each	\$ 4,500.00			1.00					5.00	\$ 13,500.00	\$ 22,500.00	\$ 9,000.00	\$ -
35	Connection to Existing 12 inch WMA w/12 inch x 8 inch Tee and Cutting in Sleeve	1.00	Each	\$ 6,500.00								1.00	\$ 6,500.00	\$ 6,500.00	\$ -	\$ -
36	Connection to Existing 12 inch WMA w/12 inch x 8 inch Tee and Cutting in Sleeve	1.00	Each	\$ 3,500.00								1.00	\$ 3,500.00	\$ 3,500.00	\$ -	\$ -
37	Storm Sewer, 12 inch, C76, CH-V, Trench B	2,400.00	Lt	\$ 155.00			4.00	18.20				2,623.10	\$ 372,000.00	\$ 462,565.00	\$ 31,744.00	\$ 2,821.00
38	Storm Sewer, 15 inch, C76, CH-V, Trench B	2,425.00	Lt	\$ 175.00			-46.50	15.00				2,486.50	\$ 424,375.00	\$ 453,177.50	\$ 8,137.50	\$ 2,625.00
39	Storm Sewer, 18 inch, C76, CH-V, Trench B	2,300.00	Lt	\$ 230.00			-21.50	-10.50				2,588.00	\$ 506,000.00	\$ 499,960.00	\$ (4,740.00)	\$ (2,310.00)
40	Storm Sewer, 24 inch, C76, CH-V, Trench B	300.00	Lt	\$ 340.00			20.00	-5.00				315.00	\$ 102,000.00	\$ 107,100.00	\$ 6,800.00	\$ (1,760.00)
41	Storm Sewer, 36 inch, C76, CH-V, Trench B	375.00	Lt	\$ 358.00			-16.00	-2.00				577.00	\$ 205,550.00	\$ 199,406.00	\$ (5,728.00)	\$ (716.00)
42	Standard Storm Manhole for 18 inch and Under Sewer (0 to 8 feet Deep)	25.00	Each	\$ 6,500.00			2.00					27.00	\$ 162,500.00	\$ 175,500.00	\$ 13,000.00	\$ -
43	Standard Storm Manhole for 21 inch to 30 inch Sewer (0 to 8 feet Deep)	1.00	Each	\$ 8,500.00								1.00	\$ 8,500.00	\$ 8,500.00	\$ -	\$ -
44	Standard Storm Manhole for 36 inch to 42 inch Sewer (0 to 8 feet Deep)	4.00	Each	\$ 9,000.00			-2.00					4.00	\$ 36,000.00	\$ 36,000.00	\$ -	\$ -
45	Storm Manhole, 4 foot dia., Over Existing 10 inch to 18 inch Sewer, (0 to 8 feet Deep)	3.00	Each	\$ 12,000.00								1.00	\$ 12,000.00	\$ 12,000.00	\$ (24,000.00)	\$ -
46	Storm Manhole, 6 foot dia., Over Existing 12 inch Sewer	1.00	Each	\$ 25,000.00								1.00	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -
47	MFL Base Type 1, Over Ex. 44 inch Sewer (0 to 8 feet Deep)	65.00	Vt	\$ 55.00			-22.04					42.96	\$ 3,575.00	\$ 3,575.00	\$ -	\$ -
48	Additional Depth, 6 foot dia. Storm Manhole (Over 8 feet Deep)	10.00	Vt	\$ 65.00			17.89	7.40				35.29	\$ 650.00	\$ 2,293.65	\$ 1,162.85	\$ 481.00
49	Additional Depth, 6 foot dia. Storm Manhole (Over 8 feet Deep)	15.00	Each	\$ 4,500.00			-12.00	1.00				17.00	\$ 72,000.00	\$ 76,500.00	\$ 4,500.00	\$ -
50	Standard Storm Catch Basin	39.00	Each	\$ 2,500.00			3.00	4.00				46.00	\$ 97,500.00	\$ 115,000.00	\$ 7,500.00	\$ 10,000.00
51	Standard Storm Inlet															



**Contract Change Order 5**  
PROJECT NAME: Lower Range CSD Design Arts L-42  
JOB NO. D17234437  
CLIENT: City of Dearborn Heights  
DATE: March 21, 2024  
Contract Start Date: August 7, 2022

Substantial Completion Date:  
Nov 15, 2023  
Extended To:  
Nov 15, 2023  
Final Completion Date:  
Nov 15, 2023  
Extended To:  
Nov 15, 2023

Item #	DESCRIPTION	Plan (% Qty)	Unit	Unit Price	CD No. 1 (%) Orig. Qty	CD No. 2 (%) Orig. Qty	CD No. 3 (%) Orig. Qty	CD No. 4 (%) Orig. Qty	CD No. 5 (%) Orig. Qty	CD No. 6 (%) Orig. Qty	CD No. 7 (%) Orig. Qty	Revised Qty	Contract Amount	Current Contract Price	Total of Previous Change Orders	Total Amount This Change Order
53	Edge Drains, 6 inch, w/Grooved Plastic Wrap	17,000.00	EA	\$ 10.00								20,754.00	\$ 170,000.00	\$ 207,540.00	\$ 37,540.00	\$ -
54	Sanitary Manhole (8' inch to 18' inch Deep) (0 to 8 feet Deep)	8.00	Each	\$ 11,000.00	2.00							10.00	\$ 88,000.00	\$ 110,000.00	\$ 22,000.00	\$ -
55	Sanitary Manhole Over Exc. Sewer 21' inch to 30' inch (0 to 8 feet Deep)	2.00	Each	\$ 13,500.00								2.00	\$ 27,000.00	\$ 27,000.00	\$ -	\$ -
56	Additional Depth, 4' foot dia. Sanitary Manhole (Over 8 feet Deep)	111.00	Vn	\$ 400.00	30.00							138.20	\$ 44,400.00	\$ 63,280.00	\$ 14,880.00	\$ 4,000.00
57	Sanitary Sewer, 15 inch PVC Truss, Based on Steel Change	2,325.00	EA	\$ 790.00								750.00	\$ 1,836,750.00	\$ 576,700.00	\$ (1,260,050.00)	\$ -
58	Sanitary Sewer, 12 inch PVC Truss, Trench B	75.00	EA	\$ 550.00								75.00	\$ 41,250.00	\$ 41,250.00	\$ -	\$ -
59	Sanitary Sewer, 10 inch PVC Truss, Trench B	55.00	EA	\$ 410.00								60.00	\$ 24,600.00	\$ 24,600.00	\$ -	\$ -
60	Connection to Existing Structure (16' inch to 42' inch)	2.00	Each	\$ 22,000.00								2.00	\$ 44,000.00	\$ 44,000.00	\$ -	\$ -
61	Earth Excavation	7,100.00	Cyd	\$ 45.00								8,400.00	\$ 319,500.00	\$ 390,000.00	\$ 70,500.00	\$ -
62	Earth Backfill	1,600.00	Cyd	\$ 7.00								3,200.00	\$ 11,200.00	\$ 11,200.00	\$ -	\$ -
63	Aggregate Base Course, 21" AA	10,000.00	Ton	\$ 21.00								16,984.00	\$ 210,000.00	\$ 356,641.00	\$ 146,641.00	\$ -
64	Shoulder Undercut and 21" AA Backfill	27,500.00	Syd	\$ 55.00								978.20	\$ 13,600.00	\$ 66,517.60	\$ 46,517.60	\$ 12,306.40
65	Concrete Pavement, 7 inch, with Integral Curb	27,500.00	Syd	\$ 55.00								35,715.00	\$ 1,512,500.00	\$ 1,964,215.00	\$ 517,000.00	\$ 12,321.60
66	Concrete Pavement, 8 inch, with Integral Curb	1,200.00	Syd	\$ 56.00								0.00	\$ 67,200.00	\$ -	\$ (67,200.00)	\$ -
67	Concrete Pavement, 7 inch, with Integral Curb and 1-1/2 inch Bituminous Overlay	225.00	Syd	\$ 56.50								154.27	\$ 12,712.50	\$ 8,716.26	\$ 9,181.25	\$ (13,177.50)
68	Concrete Drives and Sidewalks, 6 inch	27,500.00	Sin	\$ 7.00								455.60	\$ 192,500.00	\$ 248,892.00	\$ 24,392.00	\$ 31,892.00
69	Concrete Sidewalk, 4 inch	9,500.00	Sin	\$ 6.00								12,020.00	\$ 72,000.00	\$ 72,174.00	\$ -	\$ 15,174.00
70	Concrete Sidewalk Ramp, ADA, 6 inch	1,500.00	Sin	\$ 28.00								2,023.00	\$ 42,000.00	\$ 56,644.00	\$ -	\$ 14,644.00
71	Adjust Structure	26.00	Each	\$ 650.00								34.00	\$ 11,200.00	\$ 10,800.00	\$ (400.00)	\$ -
72	Reinforced Structure	25.00	Vn	\$ 450.00								34.00	\$ 11,200.00	\$ 10,800.00	\$ (400.00)	\$ -
73	Islet Filter	25.00	Each	\$ 200.00								34.00	\$ 11,200.00	\$ 10,800.00	\$ (400.00)	\$ -
74	Temporary Gravel Entrance/Exit	4.00	Each	\$ 500.00								6.00	\$ 2,000.00	\$ 3,000.00	\$ 1,000.00	\$ -
75	Maintenance Aggregate	2,500.00	Ton	\$ 8.00								1,008.00	\$ 20,000.00	\$ 8,064.00	\$ 3,000.00	\$ (19,536.00)
76	Cold Patching	50.00	Ton	\$ 150.00								225.00	\$ 7,500.00	\$ 33,750.00	\$ 26,250.00	\$ -
77	Restoration with 3 inches Topsoil & Manure Soil	25,000.00	Syd	\$ 6.00								29,500.00	\$ 150,000.00	\$ 177,000.00	\$ 24,000.00	\$ 3,000.00
78	Traffic Maintenance and Control	1.00	L.S.	\$ 410,000.00								1.00	\$ 410,000.00	\$ 410,000.00	\$ -	\$ -
79	Autism/Vision Route Survey	1.00	L.S.	\$ 6,500.00								1.00	\$ 6,500.00	\$ 6,500.00	\$ -	\$ -
80	Inspection Days (Contractor to bid number of days)	110.00	\$/Day	\$ 760.00								394.00	\$ 250,800.00	\$ 299,440.00	\$ 46,340.00	\$ 2,380.00
81	Water Main, 8 inch, HDPE, Directional Bore	650.00	EA	\$ 155.00								650.00	\$ 100,750.00	\$ 100,750.00	\$ -	\$ -
82	Gate Valve and Well, 8 inch	1.00	Each	\$ 9,500.00								1.00	\$ 9,500.00	\$ 9,000.00	\$ -	\$ -
83	Fire Hydrant Assembly	1.00	Each	\$ 9,500.00								1.00	\$ 9,500.00	\$ 9,000.00	\$ -	\$ -
84	Connection to Existing 8 inch Water Main	1.00	Each	\$ 6,500.00								1.00	\$ 6,500.00	\$ 6,500.00	\$ -	\$ -
85	Restoration with 3 inches Topsoil & Nursery Soil	190.00	Syd	\$ 24.00								95.00	\$ 4,560.00	\$ 2,280.00	\$ -	\$ (2,280.00)
Extra Items Change Order #1																
E01-	Additional work related items for Roadway construction with bore operations Sin. 0400 to Sin. 8400	0.00	L.S.	\$ 86,028.25	1.00							1.00	\$ -	\$ 86,028.25	\$ 86,028.25	\$ -
E01-	Beach-Dash	0.00	L.S.	\$ 14,022.338.00								2,720.00	\$ -	\$ 32,652.38	\$ 32,652.38	\$ -
E02-	Change 15" PVC Truss pipe to 15" SDR 26 PVC pipe	0.00	L.S.	\$ -									\$ -	\$ -	\$ -	\$ -
E02-	15" Sanitary Sewer Open Cut Beach-Dash	0.00	EA	\$ 716.53								1,022.00	\$ -	\$ 1,162,211.66	\$ 1,162,211.66	\$ -
E02-	Crush (for 1/2 day) Trench Backfill	0.00	EA	\$ (42.77)								1,022.00	\$ -	\$ (69,376.94)	\$ (69,376.94)	\$ -
E02-	1-1/2" water service	0.00	Each	\$ 680.00								8.00	\$ -	\$ 5,440.00	\$ 4,080.00	\$ 1,360.00
Extra Items Change Order #3																
E03-	New water service 24" S. Exchange line. Existing service had into Dearborn system. Now service new connected to new main on Exchange	0.00	L.S.	\$ 6,527.25								1.00	\$ -	\$ 6,527.25	\$ 6,527.25	\$ -
E03-	6" ramp line connection to new city drain	0.00	Each	\$ 156.00								3.00	\$ -	\$ 468.00	\$ 312.00	\$ 156.00
E03-	Cherry Hill water main shut off because mud an entrapment	0.00	L.S.	\$ 19,150.80								1.00	\$ -	\$ 19,150.80	\$ 19,150.80	\$ -
E03-	Video tape coating, weavers Available, Loch Lomond caisson	0.00	L.S.	\$ 4,500.00								1.00	\$ -	\$ 4,500.00	\$ 4,500.00	\$ -
E03-	Required Sewer lead Avoidable Sin. 3-25	0.00	L.S.	\$ 910.00								1.00	\$ -	\$ 910.00	\$ 910.00	\$ -





**Contract Change Order 5**  
PROJECT NAME: Lower Rump CSD Design Area L-42  
JOB NO. 001724433T  
CLIENT: City of Dearborn Heights  
DATE: March 21, 2024  
Contract Start Date: May 5, 2022  
Construction Start Date: August 7, 2022

Substantial Completion Date:  
Anticipated To:  
Final Completion Date:  
Estimated To:

Nov 15, 2022  
Nov 15, 2023  
Dec 30, 2022  
Mar 15, 2024

Item #	DESCRIPTION	Plan (+/-) Qty	Unit	Unit Price	CO No. 1 (+/-) Orig Qty	CO No. 2 (+/-) Orig Qty	CO No. 3 (+/-) Orig Qty	CO No. 4 (+/-) Orig Qty	CO No. 5 (+/-) Orig Qty	CO No. 6 (+/-) Orig Qty	CO No. 7 (+/-) Orig Qty	Revised Qty	Current Contract Price	Total of Previous Change Orders	Total Amount This Change Order
E01-006	Locate shared water service at 25559 Luth Lemon	0.00	LS	\$ 1,848.00			1.00					1.00	\$ 1,848.00	\$ 1,848.00	\$ -
E01-007	Add 1" copes to existing 12" water main Borch-Daly easement	0.00	Each	\$ 475.00		3.00						3.00	\$ 1,425.00	\$ 1,425.00	\$ -
E01-008	Locate and split shared water service 25546 Avoidable	0.00	LS	\$ 1,848.00			1.00					1.00	\$ 1,848.00	\$ 1,848.00	\$ -
E01-009	Fire Hydrant extension Crocford CT	0.00	Each	\$ 500.00			1.00					1.00	\$ 500.00	\$ 500.00	\$ -
E01-010	Gas grid (line) for subgrade under site	0.00	SYD	\$ 1.75			1,510.00		31.99.00			4,669.00	\$ 8,170.75	\$ 3,677.50	\$ 5,493.25
E01-011	Remove obstruction curbing, 8" Water Main	0.00	LS	\$ 1,596.00			1.00					1.00	\$ 1,596.00	\$ 1,596.00	\$ -
E01-012	Deliver fuel water main connection	0.00	LS	\$ 1,197.00			1.00					1.00	\$ 1,197.00	\$ 1,197.00	\$ -
E01-013	Additional materials for 2" water service 25651 Avoidable	0.00	LS	\$ 431.00			1.00					1.00	\$ 431.00	\$ 431.00	\$ -
Extra Items Change Order #4															
E01-014	Locate 3" unmarked water services	0.00	LS	\$ 2,000.00			1.00					1.00	\$ 2,000.00	\$ 2,000.00	\$ -
E01-015	Deerhorn water service repair band 31.4 Gully	0.00	LS	\$ 2,772.00			1.00					1.00	\$ 2,772.00	\$ 2,772.00	\$ -
E01-016	Water main exploration Marshall, Gully and Evangeline	0.00	LS	\$ 8,900.00			1.00					1.00	\$ 8,900.00	\$ 8,900.00	\$ -
E01-017	Monumented water service 25542 Elmhurst	0.00	LS	\$ 1,100.00			1.00					1.00	\$ 1,100.00	\$ 1,100.00	\$ -
E01-018	Manhole Storm MHP 231 grade difference	0.00	LS	\$ 2,372.00			1.00					1.00	\$ 2,372.00	\$ 2,372.00	\$ -
E01-019	Addition effort to tie in to St. Mary's over poured concrete base	0.00	LS	\$ 4,910.00			1.00					1.00	\$ 4,910.00	\$ 4,910.00	\$ -
E01-020	Sanitary Sewer grade condition Birmingham and Crocford	0.00	LS	\$ 1,500.00			1.00					1.00	\$ 1,500.00	\$ 1,500.00	\$ -
E01-021	Abandon Existing Meter pit Marshall at Gully	0.00	LS	\$ 6,000.00			1.00					1.00	\$ 6,000.00	\$ 6,000.00	\$ -
E01-022	Locate existing water service at 25651 Avoidable	0.00	LS	\$ 2,000.00			1.00					1.00	\$ 2,000.00	\$ 2,000.00	\$ -
E01-023	Water main exploration Marshall, Gully and Evangeline	0.00	LS	\$ 3,511.00			1.00					1.00	\$ 3,511.00	\$ 3,511.00	\$ -
E01-024	Additional driveway at road on Avoidable East of Borch-Daly	0.00	LS	\$ 4,650.00			1.00					1.00	\$ 4,650.00	\$ 4,650.00	\$ -
E01-025	12" single swing barrier gate at R-C-W Borch-Daly and Avoidable	0.00	LS	\$ 4,410.00			1.00					1.00	\$ 4,410.00	\$ 4,410.00	\$ -
E01-026	New traffic control signs for Borch-Daly and Avoidable	0.00	LS	\$ 2,813.00			1.00					1.00	\$ 2,813.00	\$ 2,813.00	\$ -
E01-027	New Traffic yield base Cherry Hill and Borch-Daly	0.00	LS	\$ 2,315.00			1.00					1.00	\$ 2,315.00	\$ 2,315.00	\$ -
E01-028	50' gravel driveway Borch-Daly R-C-W	0.00	LS	\$ 1,295.00			1.00					1.00	\$ 1,295.00	\$ 1,295.00	\$ -
E01-029	Permanent marking Borch-Daly, Avoidable Marshall, Birmingham	0.00	LS	\$ 3,429.00			1.00					1.00	\$ 3,429.00	\$ 3,429.00	\$ -
Extra Items Change Order #5															
E01-030	New Structure Concrete on Existing Man Hole	0.00	EA	\$ 518.00			33.00					33.00	\$ 17,096.64	\$ -	\$ 17,096.64
E01-031	401 Borch-Daly Driveway Removal	0.00	LS	\$ 500.00			1.00					1.00	\$ 500.00	\$ -	\$ 500.00
E01-032	Asphalt Cap (1" instead of 1.5") Cherry Hill	0.00	SYD	\$ 60.00			154.27					154.27	\$ 9,256.30	\$ -	\$ 9,256.30
E01-033	340 Gully Rd Do Restoration	0.00	SYD	\$ 6.00			238.00					238.00	\$ 1,428.00	\$ -	\$ 1,428.00
E01-034	340 Gully Estimation	0.00	CYD	\$ 45.00			13.00					13.00	\$ 585.00	\$ -	\$ 585.00
E01-035	340 Gully install Sprinkler head	0.00	EA	\$ 400.00			1.00					1.00	\$ 400.00	\$ -	\$ 400.00
E01-036	Exposed Gravel Driveway GM & Sons Kurnore	0.00	SYD	\$ 28.75			87.50					87.50	\$ 2,515.63	\$ -	\$ 2,515.63
E01-037	Sever Lead Installation 200 Borch-Daly (Inkster Side)	0.00	EA	\$ 3,950.00			1.00					1.00	\$ 3,950.00	\$ -	\$ 3,950.00
E01-038	Additional Work related to Impassant screens on Borch-Daly	0.00	LS	\$ 6,742.85			1.00					1.00	\$ 6,742.85	\$ -	\$ 6,742.85
E01-039	Additional work related to ADA ramp	0.00	LS	\$ 1,200.00			1.00					1.00	\$ 1,200.00	\$ -	\$ 1,200.00
Total															\$ 77,312.17

Explanation of Change in Quantities, Extra Items and Additional Notes

**Change Order No. 1**  
Additional work items for Builders encountered on Borch-Daly and Change 15" PVC Trunk pipe to 15" SDR 36 PVC pipe  
**Change Order No. 2**  
Open Cut 12" Sanitary Sewer on Borch-Daly, add 12" watermain Borch-Daly and new concrete paving Borch-Daly  
**Change Order No. 3**  
Reconstruct 8" watermain quantities and additional items encountered  
**Change Order No. 4**  
Reconstruct items and additional items encountered  
**Change Order No. 5**  
Reconstruct front, rear and additional items



## Letter of Transmittal

WT189-02

25251 Northline Road • Taylor, MI 48180  
734.947.9700 • 734.947.9726 fax • www.wadetrim.com

*If transmitted items are not as noted, notify writer immediately.*

To: City of Dearborn Heights  
6045 Fenton Avenue  
Dearborn Heights, MI 48125

Date: March 27, 2024

Attn: Mr. Ali Dib, City Engineer

Transmitted By: ☐ Regular Mail ☐ Overnight Delivery  
☐ Hand Delivered  
☐ Picked Up By:  
☒ Other: Email

Re: Lower Rouge CSO L-42 Sewer Separation  
Change Order No. 5

We are transmitting 1 copy(s) of the following:

<input type="checkbox"/> Certificate for Payment No. 1	<input type="checkbox"/> Discs	<input type="checkbox"/> Prints	<input type="checkbox"/> Specs.
<input checked="" type="checkbox"/> Contract Change Order No. 5	<input type="checkbox"/> Drawings	<input type="checkbox"/> Product Literature	<input type="checkbox"/> Tracings
<input type="checkbox"/> Construction Change Req. No.	<input type="checkbox"/> Field Measure Plans	<input type="checkbox"/> Samples	<input type="checkbox"/> Work Orders No.
<input type="checkbox"/> Copy of Letter	<input type="checkbox"/> Plans	<input type="checkbox"/> Shop Drawings	<input type="checkbox"/>
<input type="checkbox"/> Other:			

For your: ☒ Action ☐ As Requested ☐ Information ☐ Review/Comment ☐ Use  
☒ Approval ☐ Distribution ☐ Records /Files ☒ Signature

Remarks: Enclosed for your approval, please find Change Order No. 5 for \$77,312.17. We have worked with the contractor in going over all our records (and theirs) for each day's work on the job and have identified additional items that should be added to the contract and additional quantities that exceed the current approved plan quantities. Please refer to page 4 of the attached Change Order No. 5 for those additional items. This Change Order balances out all items with the exception of one outstanding item relating to 340 Gully. All other quantities and items will have been addressed with the approval of Change Order No.5.

Thank you.

Job No. DHT 2344-14T

By: Vaughn C. Martin, PE/ka



Approved for the Agenda of:	APPROVED
5/14/2024	Motion No. 24-198

9.F.



## Comptroller's Office

TO: Honorable Mayor Bill Bazzi  
Honorable City Council Members

FROM: Darren Turner, Comptroller

DATE: May 8, 2024

RE: Interim Comptroller Turner - Budget Amendment - Emergency Manager Position

***SEE ATTACHED***

### **Attachments:**

1. 05-14-24 Emergency Manager Budget Amendment



## Comptroller's Office

**Bill Bazzi**  
Mayor

Comptroller

Date: 5/7/24

To: Mayor Bill Bazzi and City Councilmembers

From: Darren Turner, Interim Comptroller

Re: Budget Amendments

### A. Emergency Manager

Account	Account Name	Current Budget	Amended Budget	Amendment or Change
101-305-706.000	Salaries	\$0	\$25,000	\$25,000
Increase/(Decrease)				\$25,000

**JUSTIFICATION:** For Full Time Emergency Manager salary through June 30, 2024

**RECOMMENDED:** Approval

# CONCUR

Approved for the Agenda of:	APPROVED
5/14/2024	Motion No. 24-199

9.G.



## Department of Innovation & Technology

TO: Honorable Mayor Bill Bazzi  
Honorable City Council Members

FROM: David Cooper

DATE: April 29, 2024

RE: IT Director Cooper - Purchase & Payment - Justice Center UPSs

I respectfully request to purchase three APC Smart-UPS 1500, two APC Back-UPS Pro 1000V and one APC Back-UPS 650 UPS for use at the Justice Center for an amount of \$2859.85 from CDWG. Account number 101-258-932.000 will be used for \$1,235.65 and account number 265-000-636.200 will be used for the remaining \$1624.20.

### Attachments:

1. JCR UPS (CDWG)
2. JCR UPS (Insight)
3. JCR UPS (SHI)



Thank you for choosing CDW. We have received your quote.

Hardware      Software      Services      IT Solutions      Brands      Research Hub

# Review and Complete Purchase

DAVID COOPER,

Thank you for considering CDW•G for your technology needs. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
1CDRNM1	4/20/2024	JCR UPSS	3194710	\$2,859.85

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">APC Smart-UPS 1500VA SmartConnect Port Sinewave 2U Rackmount LCD, 120V</a> Mfg. Part#: SMT1500RM2UC UNSPSC: 26111701 Contract: Michigan Master Computing-MiDEAL (071B6600110)	3	4818706	\$812.10	\$2,436.30
<a href="#">APC Back-UPS 650VA 8-Outlet Battery Back-Up and Surge Protector</a> Mfg. Part#: BE650G1 UNSPSC: 26111701 Contract: Michigan Master Computing-MiDEAL (071B6600110)	1	2521885	\$90.01	\$90.01
<a href="#">APC Back-UPS Pro 1000VA 10-Outlet 2-USB Battery Back-Up and Surge Protector</a> Mfg. Part#: BR1000MS UNSPSC: 26111701 Contract: Michigan Master Computing-MiDEAL (071B6600110)	2	4928910	\$166.77	\$333.54

SUBTOTAL			\$2,859.85
SHIPPING			\$0.00
SALES TAX			\$0.00
GRAND TOTAL			\$2,859.85

PURCHASER BILLING INFO	DELIVER TO
<b>Billing Address:</b> CITY OF DEARBORN HTS ACCTS PAYABLE 6045 FENTON ST DEARBORN HEIGHTS, MI 48127-3287 <b>Phone:</b> (313) 791-3400 <b>Payment Terms:</b> DO NOT SHIP	<b>Shipping Address:</b> CITY OF DEARBORN HEIGHTS ATTN:DAVID COOPER 25637 MICHIGAN AVE DEARBORN HEIGHTS, MI 48125-1037 <b>Phone:</b> (313) 791-3400 <b>Shipping Method:</b> Expeditors Deferred 3-5 Days
<b>Please remit payments to:</b>	
CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	



## Sales Contact Info

**Haris Imamovic** | 800.808.4239 | [haris.imamovic@cdwg.com](mailto:haris.imamovic@cdwg.com)

### Need Help?



My Account



Support



Call 800.800.4239

[About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at

<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager

© 2024 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

# Cart

## Summary

SubtotalUSD \$2,899.94

Tax and shipping will be calculated on checkout.

Checkout

[Empty cart](#)

Item	Qty	Subtotal
------	-----	----------



APC Smart-UPS SMT1500RM2UC - UPS (rack-mountable) - AC 120 V - 1 kW - 1440 VA - 1 x battery - USB, serial - output connectors: 6 - 2U - black - with APC SmartConnect - for P/N: SCL500RM1UC, SCL500RM1UNC, SMTL1000RM2UC, SMTL750RM2UC, SMX2000LVNCUS, SMX2000LVUS

Insight #: SMT1500RM2UC Mfr #: SMT1500RM2UC

[Add protection](#) | [Delete](#)

3



USD \$2,450.97  
(USD \$816.99 each)



APC Back-UPS 650 - UPS - AC 120 V - 390 Watt - 650 VA - USB - output connectors: 8 - United States - black - for P/N: AR106SH4, AR106SH6, AR109SH4, AR109SH6, AR112SH4, AR112SH6, SCL500RM1UNC

Insight #: BE650G1 Mfr #: BE650G1

[Add protection](#) | [Delete](#)

1



USD \$92.99  
(USD \$92.99 each)



APC Back-UPS Pro BR - UPS - AC 120 V - 600 Watt - 1000 VA - USB, serial - output connectors: 10 - black

Insight #: BR1000MS Mfr #: BR1000MS

[Add protection](#) | [Delete](#)

2



USD \$355.98  
(USD \$177.99 each)

Feedback



Pricing Proposal

Quotation #:	24767459
Description:	JCR UPSs
Created On:	Apr-22-2024
Valid Until:	Apr-30-2024

MI-City of Dearborn Heights

David R. Cooper  
25637 Michigan Ave  
Dearborn Heights  
MI  
48125  
US  
Phone: 313-791-3455  
Fax:  
Email: dcooper@dearbornheightsmi.gov

[Click here](#) to order this quote

All Prices are in US Dollar(USD)

Product		Qty	Your Price	Total
1	APC Back-UPS Pro BR - UPS APC - Part#: BR1000MS	2	\$185.00	\$370.00
2	APC Back-UPS 650 - UPS APC - Part#: BE650G1	1	\$100.00	\$100.00
3	APC Smart-UPS SMT1500RM2UC APC - Part#: SMT1500RM2UC	3	\$895.00	\$2,685.00
			Subtotal	\$3,155.00
			Shipping	\$147.13
			Total	\$3,302.13

The Products offered under this proposal are resold in accordance with the [SHI Online Customer Resale Terms and Conditions](#), unless a separate resale agreement exists between SHI and the Customer.

Approved for the Agenda of:	APPROVED
5/14/2024	Motion No. 24-200

9.H.



## Department of Innovation & Technology

TO: Honorable Mayor Bill Bazzi  
Honorable City Council Members

FROM: David Cooper

DATE: May 6, 2024

RE: IT Director Cooper - Purchase & Payment - Rugged Tablets for Department of Public Works

I respectfully request authorization to purchase 12 Samsung Active4 Pro Tablets from SHI in the amount of \$8,568 for use by DPW field crews. Account number 101-258-981.000 will be used.

### Attachments:

1. SHI Quote 24805339 (Samsung Tab Active4 Pro)
2. CDWG 1CDTZY (Samsung Tab Active4 Pro)
3. ATT Quote 10156 (Samsung Tab Active4 Pro)





Pricing Proposal

Quotation #:	24805339
Description:	DPW Tablets
Created On:	May-01-2024
Valid Until:	May-31-2024

MI-City of Dearborn Heights

David R. Cooper  
25637 Michigan Ave  
Dearborn Heights  
MI  
48125  
US  
Phone: 313-791-3455  
Fax:  
Email: dcooper@dearbornheightsmi.gov

[Click here](#) to order this quote

All Prices are in US Dollar(USD)

Product	Qty	Your Price	Total
1 Samsung Galaxy Tab Active4 Pro Samsung - Part#: SM-T638UZZKEN14	12	\$714.00	\$8,568.00
			Subtotal \$8,568.00
			Shipping \$0.00
			Total \$8,568.00

The Products offered under this proposal are resold in accordance with the [SHI Online Customer Resale Terms and Conditions](#), unless a separate resale agreement exists between SHI and the Customer.



Thank you for choosing CDW. We have received your quote.

Hardware      Software      Services      IT Solutions      Brands      Research Hub

## Review and Complete Purchase

DAVID COOPER,

Thank you for considering CDW•G for your technology needs. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
1CDTZYY	5/1/2024	DPW TABLETS	3194710	\$9,608.76

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Samsung Galaxy Tab Active4 Pro - tablet - Android - 128 GB - 10.1" - 3G, 4G</a>	12	7155443	\$800.73	\$9,608.76
Mfg. Part#: SM-T638UZKEN14				
Contract: Michigan Master Computing-MiDEAL (071B6600110)				

SUBTOTAL		\$9,608.76
SHIPPING		\$0.00
SALES TAX		\$0.00
GRAND TOTAL		\$9,608.76

PURCHASER BILLING INFO	DELIVER TO
<b>Billing Address:</b> CITY OF DEARBORN HTS ACCTS PAYABLE 6045 FENTON ST DEARBORN HEIGHTS, MI 48127-3287 <b>Phone:</b> (313) 791-3400 <b>Payment Terms:</b>	<b>Shipping Address:</b> CITY OF DEARBORN HEIGHTS ATTN:DAVID COOPER 25637 MICHIGAN AVE DEARBORN HEIGHTS, MI 48125-1037 <b>Phone:</b> (313) 791-3400 <b>Shipping Method:</b> DROP SHIP-GROUND
<b>Please remit payments to:</b>	
CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	



### Sales Contact Info

Haris Imamovic | 800.808.4239 | [haris.imamovic@cdwg.com](mailto:haris.imamovic@cdwg.com)

Need Help?		
My Account	Support	Call 800.800.4239

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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at  
<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>  
For more information, contact a CDW account manager

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# SPEED Quote

Quote Date: 5/1/2024

Quote #: 10156

End Customer Info:	
Company Name:	City of Dearborn Heights
Contact:	
Phone #:	
Email:	
Street Address:	6045 Fenton
Street Address 2:	
City, State, Zip:	Dearborn Heights, MI, 48127

AT&T Seller Info:	
Name:	Brianna Berardi
Phone:	734-559-6062
Email:	<a href="mailto:bri@mobileconnectionsgroup.com">bri@mobileconnectionsgroup.com</a>
<b>Quote Only</b>	
<b>All orders are non-cancelable.</b>	

Item	SKU	DESCRIPTION	Qty.	MSRP	Unit Price	Total Price
1	SM-T638UZEKEN14	Galaxy Tab Active4 Pro 10.1" 128GB LTE (Unlocked)	12	\$819.00	\$819.00	\$9,828.00
2	Q2-24-FN-Promo	* Q2 2024 FirstNet Service Credit (Applied by AT&T)	12	\$0.00	-\$300.00	-\$3,600.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
SUBTOTAL						\$6,228.00
SAVINGS						-\$3,600.00
TOTAL						\$6,228.00

**Notes: This order is not eligible for buyers remorse**

**Limited Time Only.** Effective 3/29/2024, FirstNet customers can get a \$300 service credit w/any SIM enabled device valued at MSRP \$300 and higher, or a \$150 service credit w/any SIM enabled device valued at \$299 and lower. Must include a new FirstNet activation w/2yr term and higher on rate plan valued at \$34 MRC or higher. Must be activated by AT&T SPEED team. Terms subject to change & may be modified or terminated at any time without notice. **Credit:** Credit applies as a one-time instant credit and will be applied at point of sale.

**This quote expires in 30 days from date of issue.**

Questions related to this quote can be sent to: [ATTSpeedSales@GetWirelessllc.com](mailto:ATTSpeedSales@GetWirelessllc.com)



Approved for the Agenda of:	APPROVED
5/14/2024	Motion No. 24-201

9.I.



## Parks & Recreation

TO: Honorable Mayor Bill Bazzi

Honorable City Council Members

FROM: Kim Sower, Director

DATE: April 25, 2024

RE: Parks & Recreation Director Sower - Allotment for Youth Sports Programs

I am requesting this Honorable City Council to approve the dispersement of the Dearborn Heights Youth Organizations Allotments as follows:

Dearborn Heights Panthers	\$5,400.00
Dearborn Heights Raiders	\$1,950.00
District #7 Basketball	\$2,970.00

To be taken out of 2023-2024 Parks & Recreation Budget Account #691-887

### Attachments:

None

Approved for the Agenda of:	APPROVED
5/14/2024	Motion No. 24-202

9.J.



## Parks & Recreation

TO: Honorable Mayor Bill Bazzi  
Honorable City Council Members

FROM: Kim Sower, Director

DATE: April 29, 2024

RE: Parks & Recreation Director Sower - Summer Fest 2024 - Contract with Antonio's

I am requesting this Honorable City Council authorize the Mayor and City Clerk to sign the 2024 Antonio's Contract for the 2024 Dearborn Heights Summer Fest. This contract has been reviewed and approved by the City's Corporation Counsel.

### **Attachments:**

1. Antonio's Contract Festival 2024

### Agreement Regarding 2024 Summer Fest

**1- Parties:** The City of Dearborn Heights, a Michigan municipal corporation ("City"), and Antonio's of Dearborn Hts., Inc., a Michigan corporation ("Antonio's") are the parties to this agreement Regarding 2024 Summer Fest ("Agreement")

**2- Recitals:** This Agreement is made with reference to the following facts:

a) The City has conducted an annual Spirit Festival (*now known as Dearborn Heights Summer Fest*) for years in and around the City's property located at 1801 North Beech Daly.

b) The Spirit Festival (*now known as Dearborn Heights Summer Fest*) sometimes resulted in a net loss to the City based on all revenues generated by it that the City retains, and all costs incurred by the City in conducting it.

c) As a result, the City had previously decided not to hold the Festival in the summer of 2004. The City's fiscal constraints and other priorities have been among the reasons for the City's decision to discontinue the Festival.

d) Antonio's approached the City with respect to diminishing the fiscal uncertainty associated with the 2004 Spirit Festival. With Antonio's continued assistance, the City conducted the Festival from 2004 through 2019.

e) Due to COVID 19, the City elected to suspend the Festival in 2020 and 2021. They City decided to once again conduct the Festival in 2022.

f) Antonio's is interested in assisting the City because it is a concerned and responsible corporate resident of the City that believes that it would ultimately be detrimental to the City to discontinue the Spirit Festival renamed for 2023 to Summer Fest.

### **3- General provisions:**

a) Based on the foregoing, the parties agree to the following with respect to the 2024 Summer Fest:

i. Antonio's will reimburse the City up to Seven Thousand (\$7,000) Dollars for any net loss the City incurs in conducting the 2024 Summer Fest. If the City incurs a net loss of more than Seven Thousand (\$7,000) Dollars, Antonio's will not be responsible to reimburse any amount in excess of Seven Thousand (\$7,000) Dollars. If the City incurs no net loss, than Antonio's will have no obligation to reimburse the City for anything under this Agreement. If the City makes a net gain from the Summer Fest, the City will retain the net gain free and clear of any interest of Antonio's since Antonio's will have no interest whatsoever in the net gain.

ii. The City will designate Antonio's as the primary sponsor of the 2024 Summer Fest. As such, any of the City's advertisement and promotional materials for the 2024 Summer Fest shall include the language "Sponsored by Antonio's". The City will also do the following: I. The City

will put Antonio's logo on all advertisement or promotional materials that the City produces or pays for with respect to the 2024 Summer Fest. This includes the large signs throughout the City leading up to the festival. II. At the top of the 2024 Summer Fest flyer, the City will insert Antonio's logo; and it will also include a notation in the flyer that Antonio's is the primary sponsor of the 2024 Summer Fest. III. The City will refer to Antonio's as the primary sponsor of the 2024 Summer Fest in the 30-second commercial that is provided to the City by Mid-America (the amusement ride company of the 2024 Summer Fest) under the terms of the City's contract with Mid-America. IV. The City will erect a banner attached to and on the right side next to the City's Summer Festival Banner on the Beech Daly side of the Canfield Community Center during the official days of the 2024 Summer Fest. Antonio's will supply and pay for the banner. The text contained in the banner shall be subject to the City's Approval. V. The City will invite a representative of Antonio's to be on-air as a part of the City's cable access television show that the City has produced each year to promote the Festival. The City shall have sole discretion to determine the format and the content of the show.

Other than as expressly stated herein, the City will determine in its sole discretion what advertisement and promotional materials the City will produce or pay for with respect to the 2024 Summer Fest. Notwithstanding the above, the City shall not produce or pay for less advertising and/or promotional materials than in previous years. Still, Antonio's acknowledges that the City does not control donations from and/or charges by third parties for advertising and/or promotional materials in connection with the Summer Fest.

iii. This Agreement does not create any partnership, joint venture, or other arrangement of that sort between the City and Antonio's. The only arrangement that exists between the City and Antonio's under this Agreement is as expressly stated herein.

iv. The City has no obligation to conduct the 2024 Summer Fest under this agreement. If the City chooses not to conduct the 2024 Summer Fest for any reason, this Agreement shall be void. Notwithstanding the above, the City shall contact Antonio's and notify it of the City's decision not to conduct the 2024 Summer Fest immediately upon making that decision.

v. The City retains the right to manage and control the 2024 Summer Fest including the right to incur expenses as it sees fit in its sole discretion. However, the City shall submit to Antonio's for review a copy of a proposed budget for the operation of the 2024 Summer Fest within five (5) days of the approval of the budget by the City's City Council. The City shall submit the proposed budget to Antonio's for review only and not for Antonio's approval. Additionally, if any expenses incurred in operating the 2024 Summer Fest should differ materially from the approved budget, the City shall notify Antonio's of the material difference within two (2) weeks of the City having knowledge of the material difference. The purpose of the preceding sentence is merely to ensure that Antonio's has information relative to its obligations under this Agreement. As such, the City shall not be required to obtain Antonio's approval of any material difference in expenses. Notwithstanding the above, the City agrees that it will not make any



material change from the food and beverages made available at the Summer Fest in previous years.

vi. Antonio's shall reimburse the City within twenty (20) days of receiving an accounting from the City of the amount of any net loss incurred by the City.

vii. Notwithstanding the foregoing, Antonio's shall have the right to seek additional sponsors on behalf of the City, subject to the City's approval, for the 2024 Summer Fest.

viii. The City agrees to purchase an insurance policy insuring against rain for the day of Saturday, June 8, 2024. The insurance policy will provide coverage against rain from 12:00 p.m. through 9:00 p.m. It is expressly understood by the parties that the entire amount of any premium paid for this insurance shall be considered a permissible expense for purposes of calculating the City's net gain or net loss as alluded to at 3-a-i above.

b) The parties also agree to the following with respect to the life of this Agreement beyond the 2024 Summer Fest:

i. This Agreement only pertains to the 2024 Summer Fest. Should the City wish to pursue an arrangement similar to the type contained in this Agreement with respect to any Summer Fest after the 2024 Summer Fest, nothing contained herein shall be construed as an option for the benefit of either the City or Antonio's to continue this Agreement.

ii. Likewise, nothing in this Agreement shall be construed to grant Antonio's a first right of refusal to any agreement of this sort that may be contemplated in the future except as expressly stated in this paragraph. Antonio's shall have first right of refusal to enter into any proposed agreement contemplated by the City and any third party that would designate the third party as the primary sponsor for the 2024 Summer Fest. Antonio's shall have the right to enter into the proposed agreement or reject the proposed agreement so as to allow the third party to enter into the proposed agreement with the city. If the proposed agreement between the City and the third-party changes at any point subsequent to Antonio's rejection of the proposed agreement based on its first right of refusal, Antonio's shall then have a first right of refusal to accept or reject any subsequent proposed agreement. Antonio's acknowledges that there may not be a 2024 Summer Fest. Further, the first right of refusal granted by this paragraph only pertains to the primary sponsorship of the 2024 Summer Fest.

#### **4- Miscellaneous:**

a) In entering into this Agreement in good faith, the parties represent that they have relied upon their own judgment and the legal advice of their attorneys who are the attorneys of their choice. The parties further represent that they have fully read, fully understand, and voluntarily accept the terms of this Agreement.

b) Each of the parties represents and warrants that each has full authority and power to enter into this Agreement. Each person signing this Agreement represents and warrants that he

or she has all the requisite authority and power to sign for and bind all parties on whose behalf he or she signs this Agreement.

c) This Agreement is the entire Agreement between the parties with respect to this matter. This Agreement may be amended only by an agreement in writing signed by all parties against which such amendment is sought to be enforced.

d) No party (nor any officer, director, employee, agent, representative, or attorney for any party) has made any statement or representation to any other party regarding any fact relied upon in entering into this Agreement, and each party does not rely upon any statement, representation, or promise of any other party (nor any officer, director, employee, agent, representative, or attorney for any party) in executing this Agreement, except as expressly stated in this Agreement.

e) This Agreement shall be binding upon and shall inure to the benefit of the parties herein as well as their successors and assigns, if any.

f) Each party has cooperated in the drafting and preparation of this Agreement. Hence, in any construction to be made of this Agreement, the same shall not be construed against any party.

g) If any part of this Agreement is found by a court of law to be prohibited, unlawful, void, or for any reason unenforceable, then it shall be deemed severable and separable from the remaining parts; and such a finding shall only invalidate or render unenforceable the remaining parts of this Agreement that necessarily must be void.

h) This Agreement is made under, and shall be construed pursuant to, the laws of the State of Michigan.

i) This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which when combined constitute one instrument.

j) Any notice to be sent to the City under this Agreement shall be sent to the Mayor of the City at 6045 Fenton, Dearborn Heights, Michigan 48127. Any notice to be sent to Antonio's under this Agreement shall be sent to a person at an address designated by Antonio's in a written notice sent to the City within two (2) weeks of the execution of this Agreement. Notices are to be sent via certified mail.

IN WITNESS WHEREOF, the parties have subscribed their signatures as follows as their assent to be bound by this Agreement.

CITY OF DEARBORN HEIGHTS ("City")

DATED: _____

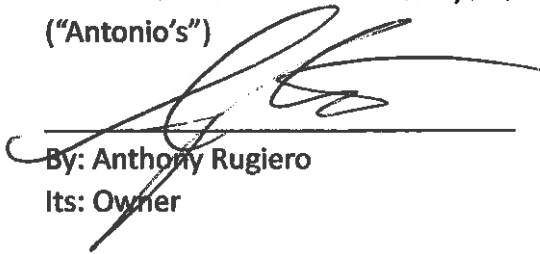
_____  
By: Bill Bazzi  
Its: Mayor

DATED: _____

_____  
By: Lynne Senia  
Its: City Clerk

ANTONIO'S of DEARBORN HTS., INC.  
("Antonio's")

DATED: _____

  
_____  
By: Anthony Rugiero  
Its: Owner

Approved for the Agenda of:	APPROVED
5/14/2024	Motion No. 24-203

9.K.



## Parks & Recreation

TO: Honorable Mayor Bill Bazzi  
Honorable City Council Members

FROM: Kim Sower, Director

DATE: May 1, 2024

RE: Parks & Recreation Director Sower - Summer Fest 2024 - Liquor License Application

I am requesting this Honorable City Council approve the Liquor License Application to sell Beer and Wine at the City's 2024 Summer Fest and the 2024 Concert Series. The Liquor Control Commission requires a motion from the governing body of the organization requesting the license. I would also like the Honorable City Council to authorize the Mayor and City Clerk to sign the application to the Liquor Control Commission for the 2024 Summer Fest and the 2024 Concert Series. The dates and times are listed on page 2 of the application.

### Attachments:

1. Michigan Liquor Control Commission Special License 2024 Summer Fest and Concert Series



Michigan Department of Licensing and Regulatory Affairs  
Liquor Control Commission (MLCC)  
Constitution Hall - 525 W. Allegan, Lansing, MI 48933  
Mailing Address: P.O. Box 30005, Lansing, MI 48909  
Toll-Free: 866-813-0011 - [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

Business ID: _____  
Request ID: _____  
(For MLCC Use Only)

### Special License Application

**A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.**

#### Part 1 - Applicant Organization Information

Applicant organization name: City of Dearborn Heights		
Applicant address: 1801 N. Beech Daly Road		
City: Dearborn Heights		Zip Code: 48127
Contact name: Kimberly Sower	Phone: 313-791-3600	Email: ksower@dearbornheightsmi.gov
Alternate contact name:	Phone:	Email:
1. Has the applicant organization previously received a Special License? <input checked="" type="radio"/> Yes <input type="radio"/> No		Leave Blank - MLCC Use Only
<i>Michigan organizations must provide current articles of incorporation filed with Michigan Corporations Division.</i>		
<i>Out-of-state organizations must provide: (a) current articles of incorporation from state of issuance; (b) current certificate of good standing from state of incorporation; and (c) current Certificate of Authority to Transact Business in Michigan Issued by the Michigan Corporations Division.</i>		
2. Has the applicant organization been established for one (1) year or longer? <input checked="" type="radio"/> Yes <input type="radio"/> No		
Date the applicant organization was established (month/day/year): 04/1963		
3. Is the applicant organization a municipality? <input checked="" type="radio"/> Yes <input type="radio"/> No		

#### Part 2 - Event Information - For requests at more than one location, submit separate forms for each location.

Address of event location: 1801 N. Beech Daly Road	
City, township, or village where event will be held: Dearborn Heights	County: Wayne
1. Will you submit your completed application at least ten (10) business days before your event? <i>It is strongly recommended that you submit the application as soon as you know the date of your event(s).</i> <input checked="" type="radio"/> Yes <input type="radio"/> No	
2. Do you have permission from the property owner of the location listed above to hold your event(s) on the date(s) listed below (see pages 2-3) at this location? <input checked="" type="radio"/> Yes <input type="radio"/> No	
3. Has the local law enforcement agency with primary jurisdiction over the event location approved this application for a Special License? (See Part 5 on Page 5) <input checked="" type="radio"/> Yes <input type="radio"/> No	
4. Is the event location within 500 feet of a church or school? If Yes, the church or school must consent to the event(s). (See Part 6 on Page 5) <input checked="" type="radio"/> Yes <input type="radio"/> No	
5. Is the event location outdoors or partially outdoors? <input checked="" type="radio"/> Yes <input type="radio"/> No If Yes, list the exact dimensions of the outdoor area: <b>Submit a clear diagram of the outdoor service area with your application form.</b> 57 feet X 56 feet = 3,192 square feet Width Length Describe type and height of the barrier that will be used to enclose the outdoor area: 4 feet tall snow fence will be placed around the adult beverage area	
6. Describe type of security that will be used for event(s) and how it will be utilized to secure and monitor to prevent sales to minors and visibly intoxicated persons: Dearborn Heights Police Department and Dearborn Heights Parks & Recreation Staff will secure and monitor the area.	

7. Is the event location situated in or on state owned land, such as a state park or National Guard armory? ☐ Yes ☒ No  
If Yes, attach a copy of your documentary proof of approval to use the state owned land.

8. Is there an existing liquor licensee issued at the event location, such as a Class C or Club license? ☐ Yes ☒ No  
If Yes, the existing licensee must request to place its license in escrow during the event(s). (See Part 7 on Page 5)

9. Will the event(s) involve an auction of donated wine? ☐ Yes ☒ No  
If Yes, please check "Wine Auction" for the applicable event date(s) on pages 2-3. Only donated wine may be auctioned under a Special License; beer and spirits cannot be auctioned. If you request a Special License for on-premises consumption **AND** for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

10. Will marijuana be sold and consumed under a Temporary Marihuana Event License issued by the Cannabis Regulatory Agency (CRA) within the proposed event area where alcoholic liquor will be sold and consumed? ☐ Yes ☒ No

11. Is the event location within the commons area of a Social District? ☐ Yes ☒ No  
If Yes, you must obtain written documentation from the local governmental unit, including a clear diagram, that delineates the part of the commons area of the Social District to be used exclusively for your event and the part to be used exclusively by the Social District permittees during the time period for your event pursuant to [MCL 436.1551\(3\)](#). Submit the documentation and the diagram with this application.

12. The applicant organization may request up to twelve (12) Special Licenses total (one Special License per day) in a calendar year. Please complete the information below **for each individual date** for which you are requesting a Special License at this location. **If you are requesting Special Licenses for consecutive days, completely fill out a separate box for each date.** If you request a Special License for on-premises consumption **AND** for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

1	June 7, 2024		Describe event being held: 2024 Dearborn Heights Summer Fest (formerly Spirit Festival)	
	Date			
	5 pm	11 pm	Special License will be used for: <input checked="" type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

2	June 8, 2024		Describe event being held: 2024 Dearborn Heights Summer Fest (formerly Spirit Festival)	
	Date			
	12 pm	11 pm	Special License will be used for: <input checked="" type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

3	June 9, 2024		Describe event being held: 2024 Dearborn Heights Summer Fest (formerly Spirit Festival)	
	Date			
	12 pm	11 pm	Special License will be used for: <input checked="" type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input checked="" type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input checked="" type="radio"/> No	

4	June 27, 2024		Describe event being held: 2024 City Concert Series	
	Date			
	6 pm	10 pm	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input checked="" type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

5	July 25, 2024		Describe event being held: 2024 City Concert Series	
	Date			
	6 pm	10 pm	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input checked="" type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

6	August 29, 2024		Describe event being held: 2024 City Concert Series	
	Date			
	6 pm	10 pm	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input checked="" type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

12. Special license date information Continued from Page 2.

7			Describe event being held:	
	Date			
	Special License will be used for:		<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No    If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	
8			Describe event being held:	
	Date			
	Special License will be used for:		<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No    If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	
LCC-110 (01-23)				
9			Describe event being held:	
	Date			
	Special License will be used for:		<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No    If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	
10			Describe event being held:	
	Date			
	Special License will be used for:		<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No    If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	
11			Describe event being held:	
	Date			
	Special License will be used for:		<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No    If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	
12			Describe event being held:	
	Date			
	Special License will be used for:		<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No    If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

**A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.**

**Part 3 - Special License Fees - Complete the Special License fee calculation on Page 4**

**For Organizations established less than one year or are municipalities** - a \$50.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$7.50 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

**For Organizations established one year or more** - a \$25.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$3.75 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

The fees must be paid by check, bank or postal money order, or by credit card, using the attached Credit Card Authorization Form (LCC-300). Checks and money orders should be made payable to **State of Michigan**.



### Part 3 Continued - Special License Fees Calculation

Special License Base Fee: <i>(per Special License requested)</i>	50.00
x Number of Special Licenses:	6
= Special License Fees: <i>MLCC Fee Code: 4008</i>	300.00
+ Sunday Sales Permit (P.M.) Fees: <i>MLCC Fee Code: 4032</i>	7.50
+ Sunday Sales Permit (A.M.) Fee: <i>MLCC Fee Code: 4033</i>	
= TOTAL FEES DUE:	307.50

**If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

**Make checks payable to:  
State of Michigan**

*Leave Blank - MLCC Use Only*

### Part 4 - Signatures of Applicant Organization's Officers, Witnesses, and Notary

Pursuant to administrative rule R 436.575, the president and secretary of the organization making application shall sign the application and the signatures shall be notarized. Political candidates only need to sign the president section and have it notarized.

#### By signing below the applicant organization's officers attest that:

We certify that all profits from the sale of beer, wine and/or spirits or from a wine auction will go to the applicant organization and not to any individual. We further certify that any license issued by the Michigan Liquor Control Commission is a contract subject to suspension or revocation by the Commission, that there shall be no liability on the part of the State of Michigan, the Commission, or any of its officers or employees by reason of such suspension or revocation, and that the granting of the license does not create a vested right.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

We certify that the information contained in this form is true and accurate to the best of our knowledge and belief. We agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. We also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

**A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.**

Bill Bazzi, Mayor (313) 791-3490

Print Name and Phone Number of President _____ Signature of President _____ Date _____

Print Name of Notary _____ Signature of Notary _____ Date _____

Notary Public, State of Michigan, County of		Acting in the County of	
My commission expires			

Lynne Senia, City Clerk (313) 791-3430

Print Name and Phone Number of Secretary _____ Signature of Secretary _____ Date _____

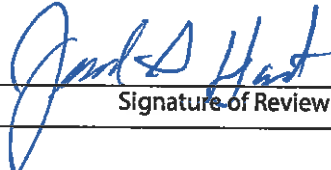
Print Name of Notary _____ Signature of Notary _____ Date _____

Notary Public, State of Michigan, County of		Acting in the County of	
My commission expires			



**Part 5 - Local Law Enforcement Approval***

The local law enforcement agency with primary jurisdiction over the event location must complete this section.

Name of law enforcement agency: Dearborn Heights Police Department	
Name & title of reviewing officer: Police Chief Jerrod Hart	
Phone number of officer: 313-277-7406	Email of officer: jshart@dearbornheightsmi.gov
If event will be held on a Sunday, is the sale of alcohol from 7:00am to 12:00 Noon on Sunday allowed in this local governmental unit? <input type="radio"/> Yes <input checked="" type="radio"/> No	
If the event will be held on a Sunday, is the sale of alcohol after 12:00 Noon on Sunday allowed in this local governmental unit? <input checked="" type="radio"/> Yes <input type="radio"/> No	
I certify that I have reviewed the application of the applicant organization for a Special License and approve the issuance of a Special License by the Michigan Liquor Control Commission at the proposed event location.	
            Signature of Reviewing Officer                       5/1/2024            Date	

**Part 6 - Church/School Consent (If Applicable)***

If the event location is located within 500 feet of a church or school, the applicant organization must obtain the consent of the church or school. A church or school within 500 feet of the event location may object based on such the sale of alcohol at the location adversely affecting the church or school's operations. If a proper objection is filed, the Commission shall hold a hearing to determine whether the granting of the application will adversely affect the operation of the church or school.

Name of church or school: CRESTWOOD HIGH School	
Address of church or school: 1501 N. Beech Daly Rd	
City: DEARBORN HEIGHTS	Zip Code: 48127
Phone number: 313 274-6320	Email:
Name of clergy member or superintendent: Dr. Youssef Mosaillam	
I, the authorized representative of the above named church or school, state that the church or school has no objection to the issuance of a Special License to the applicant organization at its proposed event location.	
            Signature of Clergy Member or Superintendent                       5/1/24            Date	

***Please note: the Commission has the sole and only right to approve or deny this request for a Special License.**

**Part 7 - Existing On-Premises Licensee Escrow Request (If Applicable)**

If the event location is currently licensed with an on-premises license, the licensee must request that its license be placed into escrow for the date(s) and time(s) of the Special Licenses issued for use at the event location requested on this application. If the existing license would prefer to temporarily drop space from its licensed premises, it must submit a letter to the Commission requesting to drop space temporarily from its licensed premises during the event date(s) and time(s), accompanied by a diagram showing the area where the license will temporarily drop space from its licensed premises to accommodate the applicant organization.

Name of licensee:	Business ID Number:
Type of license held at this location (e.g. Class C, Club, Tavern, etc.):	
Phone number:	Email:
Name of authorized signer for licensee:	
I, the authorized signer, for the above named on-premises licensee, request that the licensee's licenses at this location be placed into escrow during the date(s) and time(s) specified for the Special Licenses issued for use at this location.	
Signature of Authorized Signer for Licensee                       Date	



Michigan Department of Licensing and Regulatory Affairs  
Liquor Control Commission (MLCC)  
Constitution Hall - 525 W. Allegan, Lansing, MI 48933  
Mailing Address: P.O. Box 30005, Lansing, MI 48909  
Toll-Free: 866-813-0011 - [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

Business ID: _____  
Request ID: _____  
(For MLCC Use Only)

**Certified Resolution of the Membership or Board of Directors Authorizing the Application for Special License**

(Required under Administrative Rule R 436.576 - Not Required for Candidate Committee)

At a ☒ Regular ☐ Special meeting of the ☒ Membership ☐ Board of Directors

called to order by _____ on _____ at _____  
(Date) (Time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from City of Dearborn Heights  
(Name of Organization)

for a Special License to serve alcohol on June 7-9, 2024, June 27, 2024, July 25, 2024, August 29, 2024  
(Event Date or Dates)

to be located at 1801 N. Beech Daly, Dearborn Heights, MI 48127  
(Physical Address - Include Location Name, Street Address, City, State, & Zip Code)

It is the consensus of this body that the application be _____ for issuance.  
(Recommended or Not Recommended)

**Approval Vote Tally**

Yeas: _____

Nays: _____

Absent: _____

**Certification by Authorized Officer of Organization:**

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the

☒ Membership ☐ Board of Directors at a ☒ Regular ☐ Special meeting held on _____  
(Date)

_____  
Print Name & Title of Authorized Officer

_____  
Signature of Authorized Officer

_____  
Date



Michigan Department of Licensing and Regulatory Affairs  
Liquor Control Commission (MLCC)  
Constitution Hall - 525 W. Allegan, Lansing, MI 48933  
Mailing Address: P.O. Box 30005, Lansing, MI 48909  
Toll-Free: 866-813-0011 - [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

Business ID: _____  
Request ID: _____  
(For MLCC Use Only)

### Wine Auction Special License Wine Donation Record

List the name and address of each person that has donated wine to the applicant organization for the wine auction and list the brand(s) and quantity donated. The applicant organization shall not accept donations of wine from a business licensed by the Michigan Liquor Control Commission. An authorized officer of the applicant organization must sign this donation record form.

Applicant organization:			Wine auction date:
Donor Name	Donor Address	Wine Brand(s) Donated	Quantity Donated

#### Signature of Authorized Officer

I hereby certify that all persons listed above have donated wine to the applicant organization listed above for this wine auction, to be conducted pursuant to the Michigan Liquor Control Code, MCL 436.1527. The persons listed above have donated wine to the applicant organization as individuals and not for or on behalf of any retail or nonretail business licensed by the Michigan Liquor Control Commission.

_____  
Print Name of Authorized Officer

_____  
Signature of Authorized Officer

_____  
Date



Michigan Department of Licensing and Regulatory Affairs  
Finance and Administrative Services  
Revenue Services

LARA Revenue Services **is not** a part of  
the Michigan Liquor Control  
Commission (see note below).

## Credit Card Authorization Form

**** FAX COMPLETED FORM TO SECURE FAX LINE: 517-284-8557 ****

**** DO NOT EMAIL OR MAIL THIS FORM ****

*Requests with credit card payments that are not faxed to the above secure fax line will be destroyed along with the credit card authorization in order to ensure the security of applicants' personal credit card numbers.*

****IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED****

Name on Card: _____	Payment Amount: _____
Billing Address: _____	Card Number: _____
City: _____ State: _____ Zip Code: _____	Check One:
Phone: _____	<input type="radio"/> MasterCard <input type="radio"/> Visa <input type="radio"/> Discover <input type="radio"/> American Express
Email: _____	Security Code/CVV Code: _____
Applicant/Licensee Name: _____	Request or Business ID #: _____
Expiration Date: _____	
Payment is for: _____	

Signature _____

**IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED.**

**Credit Card Payment Itemization:**

Fee Type	Fee Amount	MLCC Fee Code
<input type="checkbox"/> Inspection Fee(s):	_____	4036
<input type="checkbox"/> Special License Fee(s):	_____	4008
<input type="checkbox"/> Temporary Authorization Fee:	_____	4037
<input type="checkbox"/> License Renewal Fee(s):	_____	4004
<input type="checkbox"/> Manufacturer License(s):	_____	4038
<input type="checkbox"/> Wholesaler License(s):	_____	4085
<input type="checkbox"/> New Retailer License(s):	_____	4012
<input type="checkbox"/> Transfer Retailer License(s):	_____	4034
<input type="checkbox"/> Conditional License	_____	4012
<input type="checkbox"/> New Add Bar <input type="checkbox"/> Transfer Add Bar:	_____	4012/4034
<input type="checkbox"/> Sunday Sales Permit (AM):	_____	4033
<input type="checkbox"/> Sunday Sales Permit (PM):	_____	4032
<input type="checkbox"/> Catering Permit:	_____	4031

LARA Revenue Services **is not** a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. **Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.**

For requests that require a timely receipt of an application by the MLCC to be processed, such as Special Licenses and temporary requests, please ensure that your application will be received in adequate time to be processed by the MLCC after the payment is received and processed by LARA Revenue Services.

Approved for the Agenda of:	APPROVED
5/14/2024	Motion No. 24-204

9.L.



## Police Department

TO: Honorable Mayor Bill Bazzi  
Honorable City Council Members

FROM: Kevin Swope, Police Chief

DATE: April 17, 2024

RE: Police Operations Director Swope - School Resource Officer Interlocal Cooperation Agreement

Honorable Mayor Bazzi and Council Chair Baydoun;

I respectfully request approval for the following:

To enter into an Interlocal Cooperation Agreement for the assignment of the School Resource Officer between the City of Dearborn Heights and Crestwood School District, Westwood School District, Dearborn Heights District 7, and Star International Academy.

Respectfully submitted,

Kevin Swope  
Director of Police Operations

### Attachments:

1. Crestwood SRO Agreement
2. Westwood SRO Agreement
3. D7 SRO Agreement
4. Star Academy SRO Agreement

**MEMORANDUM OF UNDERSTANDING (MOU)**  
**SCHOOL RESOURCE OFFICER PROGRAM**  
**Between the CITY OF DEARBORN HEIGHTS**  
**and the Crestwood School District**

This document will serve as the written agreement between the Crestwood School District and the City of Dearborn Heights. This agreement establishes the needed commitment and support from both institutions. This document also provides a series of guidelines and policies relevant to the performance of the School Resource Officer, and will be the guiding document officers, school administrations and city administration look to for structure and accountability. This document shall be reviewed, updated, and endorsed annually and takes into account input from all stakeholders. Nothing in this MOU should be construed as limiting or impeding the basic spirit of cooperation, which exists between the participating entities listed above.

**I. Purpose**

This MOU establishes and delineates the mission of the School Resource Officer Program, herein referred to as the SRO Program, as a joint cooperative effort. Additionally, the MOU clarifies roles and expectations and formalizes relationships between the participating entities to foster an efficient and cohesive program that will build a positive relationship between police officers, school staff, and the students; enhance cultural understanding; encourage school participation and completion; while promoting a safe and positive learning environment for all members of the educational community. The involved parties recognize that the MOU is a living document to allow for the SRO program evolution and provide for some variances, needs and future changes.

**II. Mission**

The mission of the SRO Program is to promote school safety by building a positive school climate in which everyone feels safe and students are supported to succeed. The SRO Program also seeks to reduce violent crime committed by and against youth in our community. The SRO Program accomplishes this mission by supporting safe, secure, and orderly learning environments for students, teachers and staff. SROs will serve as positive role models assisting students in the development of good judgment and discretion, respect for other students, and a sincere concern for the school community.

### **III. Goals and Objectives of the SRO Program**

- To foster a safe and supportive school environment that allows all students to learn and flourish regardless of race, religion, national origin, immigration status, gender, disability, sexual orientation, gender identity, and socioeconomic status
- To prevent and reduce potential harm related to incidents of school violence.
- To promote a strong partnership and lines of communication between school and police personnel and clearly delineate their roles and responsibilities
- To establish a framework for principled conversation and decision making by school and police personnel regarding student misbehavior and students in need of services
- To encourage relationship building by the SRO such that the educational community see the SRO as a facilitator of needed supports as well as a source of protection

The program is designed to fulfill three overall roles:

#### **Law Enforcement Role**

SROs are responsible for the majority of law enforcement activities occurring at the school during school hours but not general student discipline. A determination of whether an activity raises to the level of a law enforcement activity shall be made in consultation with a school administrator. While the enforcement is the role of SROs, alternatives to arrest should be used whenever possible, and arrest of students should be a measure of last resort. The SROs discretion to act remains the same as that of any other police officer.

#### **Fostering Positive School Climate /Crime Prevention**

One of the primary roles that an SRO fulfills is fostering a positive school climate through relationship-building and crime prevention. Officers will engage in various activities, in consultation with school administration, teachers, and students, and should strive to build a school culture of open communication and trust between and among students and adults by focusing on officers getting to know students at the school, serving as a role model, and working with teachers and administrators to identify students who may be facing challenges and need additional resources or attention to be successful in school. Crime prevention activities include foot patrols, monitoring previous crime locations, speaking to teachers about reducing the opportunity for crimes to occur, analyzing possible crime patterns, investigating crimes, and patrolling the parking lots. Officers may also complete security surveys analyzing the physical safety of school property and facilities.

#### **Education**

SROs should participate in the school community by becoming a member of the educational team where appropriate, and by representing the law enforcement community to build positive relationships with youth, their families, and school staff. Whether talking to students in the hallway or delivering a presentation in the classroom, SROs are embedded in the education

fabric within the school. SROs are expected to be proactive in creating and taking advantage of educational situations, and school administrators are encouraged to leverage this resource.

#### **IV. SRO Selection, Training and Supervision**

##### **Selection**

The Parties acknowledge that the selection of the SRO is a critical aspect of the Program and that it is important for the Parties and the school community to have a positive perception of and relationship with the SRO.

The Chief of Police shall consider the following additional factors in the selection of the SRO:

- Proven experience working effectively with youth
- Demonstrated commitment to making students and school community members of all backgrounds feel welcomed and respected
- Knowledge of school-based legal issues (e.g., confidentiality, consent), and demonstrated commitment to protecting students' legal and civil rights
- Knowledge of school safety planning and technology
- Demonstrated commitment and ability to engage in outreach to the community
- Knowledge of school and community resources
- Public speaking and teaching skills

In endeavoring to assign an SRO who is compatible with the school community, the Chief shall receive and consider input from the school principal(s) and Superintendent. While the Chief of Police will duly consider the recommendations provide by the school district, selection of the SRO is within the sole discretion of the Chief of Police in accordance with the collective bargaining agreements of the Dearborn Heights Police Department.

##### **Training**

The SRO shall also receive certified basic SRO training on how to mentor and counsel students, work collaboratively with administrators and staff, adhere to ethical standards around interactions with students and others, manage time in a school environment, and comply with juvenile justice and privacy laws, to the extent that such training is available.

In addition, it is recommended that SROs receive additional training each year on topics such as responsibilities and limitations of SROs, Michigan school laws, MOUs, child development, conflict resolution, working with youth in a school setting and integrating SROs into a positive school environment, trending school based law enforcement topics, adolescent psychology, trauma, conflict resolution, mental health and addiction, children with disabilities, and cultural competence.



Where practicable, the District shall also encourage school administrators working with SROs to undergo training alongside SROs to enhance their understanding of the SRO's role and the issues encountered by the SRO.

### **Supervision**

The SRO will be ultimately accountable to the Dearborn Heights Police Department chain of command and report directly to a designated Supervisor responsible for the SRO program. However, while at the school, the SRO will be additionally accountable to the principal or their designee. The SRO is expected to cooperate with the school officials, including administrators and faculty. To ensure clear and consistent lines of communication, the SRO shall meet at least monthly with the principal. The SRO shall ensure that the principal remains aware of material interactions and information involving the SRO's work. The SRO will abide by school policy and respond to the requests of school officials where applicable.

### **V. SRO Program Annual Assessment**

The Chief of Police or their designee and the Superintendent shall annually review the performance of the SRO and the success and effectiveness of the Program in meeting the Goals and Objectives. The review shall be conducted at the end of each school year in a meeting among the SRO, the Chief or designee, and the school district representative. A copy of the review shall be supplied to each attendee.

The review shall consider SRO efforts to prevent unnecessary student arrests, citations, court referrals, and other use of police authority. The review shall also assess the extent of the SRO's positive interactions with students, families, and staff and the SRO's participation in collaborative approaches to problem-solving, prevention, and education.

The Superintendent shall provide a mechanism for receiving feedback from the school community, including principal(s), teachers, students, and families of the school(s) to which the SRO is assigned. The Chief shall seriously consider any such feedback and shall make a good faith effort to address any concerns raised; however, the final selection and assignment of the SRO shall be within the sole discretion of the Chief and the applicable collective bargaining agreement. If the Superintendent recommends that the SRO not be assigned to a specific school, the Chief shall provide an explanation of any decision to maintain the SRO's assignment.

### **VI. Level and Type of Commitment from Police Department and School District**

The salary and benefits of the SRO shall be covered equally with the Police Department responsible for 50% and the School District responsible for 50% of the total cost. An estimated salary and benefit calculation will be provided from the Dearborn Heights Human Resources

Department before the annual program review. The 2024-2025 school year calculation is below:

- Officer Salary: \$81,000 (School district responsible for \$40,500)
- Fringe Benefits: \$24,269.55 (School district responsible for \$12,134.77)
- Officer Overtime Hourly Rate: \$77.01 per hour (School district responsible for \$38.50 of each overtime hour worked)
- The school district is billed by the police administration on a quarterly basis.

The costs of the SRO training required by this Agreement specific to law enforcement shall be paid by the Dearborn Heights Police Department. Any School District recommended training shall be paid for by the School District.

The School District shall provide the SRO the following, which are deemed necessary to the performance of the SRO's duties:

- Access to a properly lighted private office, which shall contain a telephone, a secure computer and printer, which may be used for general business purposes.
- A location for files and records which can be properly locked and secured.
- A desk with drawers, chair, work table, and filing cabinet.

## **VII. Operational Procedures**

The primary functions of the SRO are to help provide a safe and secure learning environment, foster a positive school climate, reduce/ prevent crime, serve as an educational resource, and serve as a liaison between the school and the police department/sheriff's office. Specific daily assignments to accomplish this function will vary by school. The SRO and school principal or designee will meet on a regular basis to discuss plans and strategies to address specific issues or needs that may arise.

### **Duties**

Basic responsibilities of the SRO will include but will not be limited to:

- To enforce criminal law and protect the students, staff, and public at large against criminal activity
- Foster mutually respectful relationships with students and staff to support a positive school climate
- Provide information concerning questions about law enforcement topics to students and staff
- Provide classroom instruction on a variety of topics including, but not limited to, safety, public relations, occupational training, leadership, and life skills.

- Coordinate investigative procedures between police and school administrators.
- Handle initial police reports of violent crimes committed on campus.
- Take enforcement action on criminal matters when appropriate and after consultation with school administrators.
- Attend school special events as needed.
- Prepare lesson plans as necessary for the instruction provided.
- Collect data on SRO activities (arrests, citations, etc.)

### **Uniform**

The SRO will be uniformed in a manner consistent with the Dearborn Heights Police Department Rules and Regulations. Variations to this uniform will be approved by the Chief of Police and the School District.

### **Daily Schedule**

To be determined by the Chief of Police and the school administrators consistent with the MOU.

### **Absence/Substitution**

In instances in which the SRO is absent due to illness, court or required training, the SRO or the SRO supervisor will notify the School Administration of the absence and the Dearborn Heights Road Patrol Operations will increase police patrols in and around school district properties.

### **SRO Role in Responding to Criminal Activity**

One of the roles of SROs, as law enforcement officers, is to engage in traditional criminal investigation and report taking. As a police officer, SROs have the authority to issue warnings, make arrests and use alternatives to arrest at their discretion. SROs, however, perform their duties mindful of the parties' common goal of supporting student success. The following procedures will help SROs be as effective as possible in this role:

- School staff will contact SROs to inform them of all violent or other criminal activity that creates a safety risk that occurs on the school campus. SROs and school officials shall discuss and agree in writing on what levels of violent activity would prompt school officials to notify the SROs. This information will be conveyed to all school staff. In turn, SROs will inform school administration of all criminal activity they observe on the school campus.
- For any offense on school property, the SRO, working cooperatively with the school administration, will endeavor to avoid arrest and criminal involvement for misdemeanor activity. Certain offenses (felonies), such as sex offenses, weapons offenses, and any offenses of violence, will normally require the filing of charges in consultation with school officials, but should be evaluated on a case-by-case basis.

- The SRO shall be authorized to enforce laws and investigate incidents only when they are authorized to do so, based on location of the crime and proper jurisdiction.

### **SRO Role in School Policy Violations**

The Parties agree that school officials and the SRO play important and distinct roles in responding to student misbehavior to ensure school safety and promote a positive and supportive learning environment for all students.

The SRO shall not serve as a school disciplinarian, as an enforcer of school regulations, or in place of school-based mental health providers, and the SRO shall not use police powers to address traditional school discipline issues, including non-violent disruptive behavior. SROs should not directly intervene unless the situation directly affects an imminent threat to the health, safety, and security of the student or another person in the school and will employ de-escalation techniques as appropriate. School discipline is the responsibility of the appropriate school administrator and clear guidelines on SRO involvement should be developed and distributed to school staff. The SRO will report school policy violations through the proper channels to be handled by school administration. It is the responsibility of the SRO to become familiar with the Student Handbook or Student Code of Conduct, but it is not the responsibility of the SRO to enforce the rules in these documents.

Truancy will be handled by school personnel. The SRO will not take an active role in the tracking of truants. The SRO will act as a liaison between the school and police personnel should police involvement become necessary due to safety concerns.

### **Data Collection**

SROs should submit a monthly activity report to the Superintendent of Schools, building principals, and his/her Chief of Police. The report should include descriptions of all activities engaged in by the SRO, including incidents or calls for service, names of students and/or staff involved, student searches, arrests, citations and/or summons issued, and other referrals to the juvenile justice system.

### **Information Sharing**

The Parties acknowledge the benefit of appropriate information sharing for improving the health and safety of students but also the importance of limits on the sharing of certain types of student information by school personnel. The Parties also acknowledge that there is a distinction between student information shared for law enforcement purposes and student information shared to support students and connect them with necessary mental health, community-based, and related services.

In order to facilitate prompt and clear communications, the Parties acknowledge that the principal (or his or her designee) and the SRO are the primary points of contact for sharing student information in accordance with this Agreement. The Parties also acknowledge that, in some instances, other school officials or Police Department employees may serve as key points of contact for sharing information.

**VIII. Effective Date, Duration, and Modification of Agreement**

This Agreement shall be effective as of the date of its signing.

This Agreement shall be reviewed annually prior to the start of the school year. This Agreement remains in full force and effect until amended or until such time as either of the Parties withdraws from this Agreement by delivering written notification to the other Party.

Upon execution of this Agreement by the Parties, a copy of the Agreement shall be placed on file in the offices of the City Clerk, Chief of Police, and the Superintendent. The Parties may also share copies of this Agreement with the SRO, any principals in schools where the SRO will work, and any other individuals whom they deem relevant or who request it.

_____  
Name:  
Superintendent of Schools  
Date: _____, 2024

_____  
Name:  
Chief of Police  
Date: _____, 2024

_____  
Name:  
Mayor Bill Bazzi  
Date: _____, 2024

## **MEMORANDUM OF UNDERSTANDING (MOU)**

### **SCHOOL RESOURCE OFFICER PROGRAM**

#### **Between the CITY OF DEARBORN HEIGHTS**

#### **and the Westwood Community School District**

This document will serve as the written agreement between the Westwood Community School District and the City of Dearborn Heights. This agreement establishes the needed commitment and support from both institutions. This document also provides a series of guidelines and policies relevant to the performance of the School Resource Officer, and will be the guiding document officers, school administrations and city administration look to for structure and accountability. This document shall be reviewed, updated, and endorsed annually and takes into account input from all stakeholders. Nothing in this MOU should be construed as limiting or impeding the basic spirit of cooperation, which exists between the participating entities listed above.

#### **I. Purpose**

This MOU establishes and delineates the mission of the School Resource Officer Program, herein referred to as the SRO Program, as a joint cooperative effort. Additionally, the MOU clarifies roles and expectations and formalizes relationships between the participating entities to foster an efficient and cohesive program that will build a positive relationship between police officers, school staff, and the students; enhance cultural understanding; encourage school participation and completion; while promoting a safe and positive learning environment for all members of the educational community. The involved parties recognize that the MOU is a living document to allow for the SRO program evolution and provide for some variances, needs and future changes.

#### **II. Mission**

The mission of the SRO Program is to promote school safety by building a positive school climate in which everyone feels safe and students are supported to succeed. The SRO Program also seeks to reduce violent crime committed by and against youth in our community. The SRO Program accomplishes this mission by supporting safe, secure, and orderly learning environments for students, teachers and staff. SROs will serve as positive role models assisting students in the development of good judgment and discretion, respect for other students, and a sincere concern for the school community.

### **III. Goals and Objectives of the SRO Program**

- To foster a safe and supportive school environment that allows all students to learn and flourish regardless of race, religion, national origin, immigration status, gender, disability, sexual orientation, gender identity, and socioeconomic status
- To prevent and reduce potential harm related to incidents of school violence.
- To promote a strong partnership and lines of communication between school and police personnel and clearly delineate their roles and responsibilities
- To establish a framework for principled conversation and decision making by school and police personnel regarding student misbehavior and students in need of services
- To encourage relationship building by the SRO such that the educational community see the SRO as a facilitator of needed supports as well as a source of protection

The program is designed to fulfill three overall roles:

#### **Law Enforcement Role**

SROs are responsible for the majority of law enforcement activities occurring at the school during school hours but not general student discipline. A determination of whether an activity raises to the level of a law enforcement activity shall be made in consultation with a school administrator. While the enforcement is the role of SROs, alternatives to arrest should be used whenever possible, and arrest of students should be a measure of last resort. The SROs discretion to act remains the same as that of any other police officer.

#### **Fostering Positive School Climate /Crime Prevention**

One of the primary roles that an SRO fulfills is fostering a positive school climate through relationship-building and crime prevention. Officers will engage in various activities, in consultation with school administration, teachers, and students, and should strive to build a school culture of open communication and trust between and among students and adults by focusing on officers getting to know students at the school, serving as a role model, and working with teachers and administrators to identify students who may be facing challenges and need additional resources or attention to be successful in school. Crime prevention activities include foot patrols, monitoring previous crime locations, speaking to teachers about reducing the opportunity for crimes to occur, analyzing possible crime patterns, investigating crimes, and patrolling the parking lots. Officers may also complete security surveys analyzing the physical safety of school property and facilities.

#### **Education**

SROs should participate in the school community by becoming a member of the educational team where appropriate, and by representing the law enforcement community to build positive relationships with youth, their families, and school staff. Whether talking to students in the hallway or delivering a presentation in the classroom, SROs are embedded in the education

fabric within the school. SROs are expected to be proactive in creating and taking advantage of educational situations, and school administrators are encouraged to leverage this resource.

#### **IV. SRO Selection, Training and Supervision**

##### **Selection**

The Parties acknowledge that the selection of the SRO is a critical aspect of the Program and that it is important for the Parties and the school community to have a positive perception of and relationship with the SRO.

The Chief of Police shall consider the following additional factors in the selection of the SRO:

- Proven experience working effectively with youth
- Demonstrated commitment to making students and school community members of all backgrounds feel welcomed and respected
- Knowledge of school-based legal issues (e.g., confidentiality, consent), and demonstrated commitment to protecting students' legal and civil rights
- Knowledge of school safety planning and technology
- Demonstrated commitment and ability to engage in outreach to the community
- Knowledge of school and community resources
- Public speaking and teaching skills

In endeavoring to assign an SRO who is compatible with the school community, the Chief shall receive and consider input from the school principal(s) and Superintendent. While the Chief of Police will duly consider the recommendations provide by the school district, selection of the SRO is within the sole discretion of the Chief of Police in accordance with the collective bargaining agreements of the Dearborn Heights Police Department.

##### **Training**

The SRO shall also receive certified basic SRO training on how to mentor and counsel students, work collaboratively with administrators and staff, adhere to ethical standards around interactions with students and others, manage time in a school environment, and comply with juvenile justice and privacy laws, to the extent that such training is available.

In addition, it is recommended that SROs receive additional training each year on topics such as responsibilities and limitations of SROs, Michigan school laws, MOUs, child development, conflict resolution, working with youth in a school setting and integrating SROs into a positive school environment, trending school based law enforcement topics, adolescent psychology, trauma, conflict resolution, mental health and addiction, children with disabilities, and cultural competence.



Where practicable, the District shall also encourage school administrators working with SROs to undergo training alongside SROs to enhance their understanding of the SRO's role and the issues encountered by the SRO.

### **Supervision**

The SRO will be ultimately accountable to the Dearborn Heights Police Department chain of command and report directly to a designated Supervisor responsible for the SRO program. However, while at the school, the SRO will be additionally accountable to the principal or their designee. The SRO is expected to cooperate with the school officials, including administrators and faculty. To ensure clear and consistent lines of communication, the SRO shall meet at least monthly with the principal. The SRO shall ensure that the principal remains aware of material interactions and information involving the SRO's work. The SRO will abide by school policy and respond to the requests of school officials where applicable.

### **V. SRO Program Annual Assessment**

The Chief of Police or their designee and the Superintendent shall annually review the performance of the SRO and the success and effectiveness of the Program in meeting the Goals and Objectives. The review shall be conducted at the end of each school year in a meeting among the SRO, the Chief or designee, and the school district representative. A copy of the review shall be supplied to each attendee.

The review shall consider SRO efforts to prevent unnecessary student arrests, citations, court referrals, and other use of police authority. The review shall also assess the extent of the SRO's positive interactions with students, families, and staff and the SRO's participation in collaborative approaches to problem-solving, prevention, and education.

The Superintendent shall provide a mechanism for receiving feedback from the school community, including principal(s), teachers, students, and families of the school(s) to which the SRO is assigned. The Chief shall seriously consider any such feedback and shall make a good faith effort to address any concerns raised; however, the final selection and assignment of the SRO shall be within the sole discretion of the Chief and the applicable collective bargaining agreement. If the Superintendent recommends that the SRO not be assigned to a specific school, the Chief shall provide an explanation of any decision to maintain the SRO's assignment.

### **VI. Level and Type of Commitment from Police Department and School District**

The salary and benefits of the SRO shall be covered equally with the Police Department responsible for 50% and the School District responsible for 50% of the total cost. An estimated salary and benefit calculation will be provided from the Dearborn Heights Human Resources

Department before the annual program review. The 2024-2025 school year calculation is below:

- Officer Salary: \$81,000 (School district responsible for \$40,500)
- Fringe Benefits: \$24,269.55 (School district responsible for \$12,134.77)
- Officer Overtime Hourly Rate: \$77.01 per hour (School district responsible for \$38.50 of each overtime hour worked)
- The school district is billed by the police administration on a quarterly basis.

The costs of the SRO training required by this Agreement specific to law enforcement shall be paid by the Dearborn Heights Police Department. Any School District recommended training shall be paid for by the School District.

The School District shall provide the SRO the following, which are deemed necessary to the performance of the SRO's duties:

- Access to a properly lighted private office, which shall contain a telephone, a secure computer and printer, which may be used for general business purposes.
- A location for files and records which can be properly locked and secured.
- A desk with drawers, chair, work table, and filing cabinet.

## **VII. Operational Procedures**

The primary functions of the SRO are to help provide a safe and secure learning environment, foster a positive school climate, reduce/ prevent crime, serve as an educational resource, and serve as a liaison between the school and the police department/sheriff's office. Specific daily assignments to accomplish this function will vary by school. The SRO and school principal or designee will meet on a regular basis to discuss plans and strategies to address specific issues or needs that may arise.

### **Duties**

Basic responsibilities of the SRO will include but will not be limited to:

- To enforce criminal law and protect the students, staff, and public at large against criminal activity
- Foster mutually respectful relationships with students and staff to support a positive school climate
- Provide information concerning questions about law enforcement topics to students and staff
- Provide classroom instruction on a variety of topics including, but not limited to, safety, public relations, occupational training, leadership, and life skills.

- Coordinate investigative procedures between police and school administrators.
- Handle initial police reports of violent crimes committed on campus.
- Take enforcement action on criminal matters when appropriate and after consultation with school administrators.
- Attend school special events as needed.
- Prepare lesson plans as necessary for the instruction provided.
- Collect data on SRO activities (arrests, citations, etc.)

### **Uniform**

The SRO will be uniformed in a manner consistent with the Dearborn Heights Police Department Rules and Regulations. Variations to this uniform will be approved by the Chief of Police and the School District.

### **Daily Schedule**

To be determined by the Chief of Police and the school administrators consistent with the MOU.

### **Absence/Substitution**

In instances in which the SRO is absent due to illness, court or required training, the SRO or the SRO supervisor will notify the School Administration of the absence and the Dearborn Heights Road Patrol Operations will increase police patrols in and around school district properties.

### **SRO Role in Responding to Criminal Activity**

One of the roles of SROs, as law enforcement officers, is to engage in traditional criminal investigation and report taking. As a police officer, SROs have the authority to issue warnings, make arrests and use alternatives to arrest at their discretion. SROs, however, perform their duties mindful of the parties' common goal of supporting student success. The following procedures will help SROs be as effective as possible in this role:

- School staff will contact SROs to inform them of all violent or other criminal activity that creates a safety risk that occurs on the school campus. SROs and school officials shall discuss and agree in writing on what levels of violent activity would prompt school officials to notify the SROs. This information will be conveyed to all school staff. In turn, SROs will inform school administration of all criminal activity they observe on the school campus.
- For any offense on school property, the SRO, working cooperatively with the school administration, will endeavor to avoid arrest and criminal involvement for misdemeanor activity. Certain offenses (felonies), such as sex offenses, weapons offenses, and any offenses of violence, will normally require the filing of charges in consultation with school officials, but should be evaluated on a case-by-case basis.

- The SRO shall be authorized to enforce laws and investigate incidents only when they are authorized to do so, based on location of the crime and proper jurisdiction.

### **SRO Role in Westwood Community School District Buildings Not Within Dearborn Heights**

The SRO will be authorized to provide the following services to the Westwood Community School District schools which are located outside of the legal jurisdiction of Dearborn Heights:

- Foster mutually respectful relationships with students and staff to support a positive school climate.
- Provide information concerning questions about law enforcement topics to students and staff.
- Provide classroom instruction on a variety of topics including, but not limited to, safety, public relations, occupational training, leadership, and life skills.
- Coordinate a response from the appropriate law enforcement jurisdiction when law enforcement action is needed.

### **SRO Role in School Policy Violations**

The Parties agree that school officials and the SRO play important and distinct roles in responding to student misbehavior to ensure school safety and promote a positive and supportive learning environment for all students.

The SRO shall not serve as a school disciplinarian, as an enforcer of school regulations, or in place of school-based mental health providers, and the SRO shall not use police powers to address traditional school discipline issues, including non-violent disruptive behavior. SROs should not directly intervene unless the situation directly affects an imminent threat to the health, safety, and security of the student or another person in the school and will employ de-escalation techniques as appropriate. School discipline is the responsibility of the appropriate school administrator and clear guidelines on SRO involvement should be developed and distributed to school staff. The SRO will report school policy violations through the proper channels to be handled by school administration. It is the responsibility of the SRO to become familiar with the Student Handbook or Student Code of Conduct, but it is not the responsibility of the SRO to enforce the rules in these documents.

Truancy will be handled by school personnel. The SRO will not take an active role in the tracking of truants. The SRO will act as a liaison between the school and police personnel should police involvement become necessary due to safety concerns.

**Data Collection**

SROs should submit a monthly activity report to the Superintendent of Schools, building principals, and his/her Chief of Police. The report should include descriptions of all activities engaged in by the SRO, including incidents or calls for service, names of students and/or staff involved, student searches, arrests, citations and/or summons issued, and other referrals to the juvenile justice system.

**Information Sharing**

The Parties acknowledge the benefit of appropriate information sharing for improving the health and safety of students but also the importance of limits on the sharing of certain types of student information by school personnel. The Parties also acknowledge that there is a distinction between student information shared for law enforcement purposes and student information shared to support students and connect them with necessary mental health, community-based, and related services.

In order to facilitate prompt and clear communications, the Parties acknowledge that the principal (or his or her designee) and the SRO are the primary points of contact for sharing student information in accordance with this Agreement. The Parties also acknowledge that, in some instances, other school officials or Police Department employees may serve as key points of contact for sharing information.

**VIII. Effective Date, Duration, and Modification of Agreement**

This Agreement shall be effective as of the date of its signing.

This Agreement shall be reviewed annually prior to the start of the school year. This Agreement remains in full force and effect until amended or until such time as either of the Parties withdraws from this Agreement by delivering written notification to the other Party.

Upon execution of this Agreement by the Parties, a copy of the Agreement shall be placed on file in the offices of the City Clerk, Chief of Police, and the Superintendent. The Parties may also share copies of this Agreement with the SRO, any principals in schools where the SRO will work, and any other individuals whom they deem relevant or who request it.

_____  
Name:

Superintendent of Schools

Date: _____, 2024

_____  
Name:

Mayor Bill Bazzi

Date: _____, 2024

**MEMORANDUM OF UNDERSTANDING (MOU)**  
**SCHOOL RESOURCE OFFICER PROGRAM**  
**Between the CITY OF DEARBORN HEIGHTS**  
**and School District #7**

This document will serve as the written agreement between School District #7 and the City of Dearborn Heights. This agreement establishes the needed commitment and support from both institutions. This document also provides a series of guidelines and policies relevant to the performance of the School Resource Officer, and will be the guiding document officers, school administrations and city administration look to for structure and accountability. This document shall be reviewed, updated, and endorsed annually and takes into account input from all stakeholders. Nothing in this MOU should be construed as limiting or impeding the basic spirit of cooperation, which exists between the participating entities listed above.

**I. Purpose**

This MOU establishes and delineates the mission of the School Resource Officer Program, herein referred to as the SRO Program, as a joint cooperative effort. Additionally, the MOU clarifies roles and expectations and formalizes relationships between the participating entities to foster an efficient and cohesive program that will build a positive relationship between police officers, school staff, and the students; enhance cultural understanding; encourage school participation and completion; while promoting a safe and positive learning environment for all members of the educational community. The involved parties recognize that the MOU is a living document to allow for the SRO program evolution and provide for some variances, needs and future changes.

**II. Mission**

The mission of the SRO Program is to promote school safety by building a positive school climate in which everyone feels safe and students are supported to succeed. The SRO Program also seeks to reduce violent crime committed by and against youth in our community. The SRO Program accomplishes this mission by supporting safe, secure, and orderly learning environments for students, teachers and staff. SROs will serve as positive role models assisting students in the development of good judgment and discretion, respect for other students, and a sincere concern for the school community.

### **III. Goals and Objectives of the SRO Program**

- To foster a safe and supportive school environment that allows all students to learn and flourish regardless of race, religion, national origin, immigration status, gender, disability, sexual orientation, gender identity, and socioeconomic status
- To prevent and reduce potential harm related to incidents of school violence.
- To promote a strong partnership and lines of communication between school and police personnel and clearly delineate their roles and responsibilities
- To establish a framework for principled conversation and decision making by school and police personnel regarding student misbehavior and students in need of services
- To encourage relationship building by the SRO such that the educational community see the SRO as a facilitator of needed supports as well as a source of protection

The program is designed to fulfill three overall roles:

#### **Law Enforcement Role**

SROs are responsible for the majority of law enforcement activities occurring at the school during school hours but not general student discipline. A determination of whether an activity raises to the level of a law enforcement activity shall be made in consultation with a school administrator. While the enforcement is the role of SROs, alternatives to arrest should be used whenever possible, and arrest of students should be a measure of last resort. The SROs discretion to act remains the same as that of any other police officer.

#### **Fostering Positive School Climate /Crime Prevention**

One of the primary roles that an SRO fulfills is fostering a positive school climate through relationship-building and crime prevention. Officers will engage in various activities, in consultation with school administration, teachers, and students, and should strive to build a school culture of open communication and trust between and among students and adults by focusing on officers getting to know students at the school, serving as a role model, and working with teachers and administrators to identify students who may be facing challenges and need additional resources or attention to be successful in school. Crime prevention activities include foot patrols, monitoring previous crime locations, speaking to teachers about reducing the opportunity for crimes to occur, analyzing possible crime patterns, investigating crimes, and patrolling the parking lots. Officers may also complete security surveys analyzing the physical safety of school property and facilities.

#### **Education**

SROs should participate in the school community by becoming a member of the educational team where appropriate, and by representing the law enforcement community to build positive relationships with youth, their families, and school staff. Whether talking to students in the hallway or delivering a presentation in the classroom, SROs are embedded in the education

fabric within the school. SROs are expected to be proactive in creating and taking advantage of educational situations, and school administrators are encouraged to leverage this resource.

#### **IV. SRO Selection, Training and Supervision**

##### **Selection**

The Parties acknowledge that the selection of the SRO is a critical aspect of the Program and that it is important for the Parties and the school community to have a positive perception of and relationship with the SRO.

The Chief of Police shall consider the following additional factors in the selection of the SRO:

- Proven experience working effectively with youth
- Demonstrated commitment to making students and school community members of all backgrounds feel welcomed and respected
- Knowledge of school-based legal issues (e.g., confidentiality, consent), and demonstrated commitment to protecting students' legal and civil rights
- Knowledge of school safety planning and technology
- Demonstrated commitment and ability to engage in outreach to the community
- Knowledge of school and community resources
- Public speaking and teaching skills

In endeavoring to assign an SRO who is compatible with the school community, the Chief shall receive and consider input from the school principal(s) and Superintendent. While the Chief of Police will duly consider the recommendations provide by the school district, selection of the SRO is within the sole discretion of the Chief of Police in accordance with the collective bargaining agreements of the Dearborn Heights Police Department.

##### **Training**

The SRO shall also receive certified basic SRO training on how to mentor and counsel students, work collaboratively with administrators and staff, adhere to ethical standards around interactions with students and others, manage time in a school environment, and comply with juvenile justice and privacy laws, to the extent that such training is available.

In addition, it is recommended that SROs receive additional training each year on topics such as responsibilities and limitations of SROs, Michigan school laws, MOUs, child development, conflict resolution, working with youth in a school setting and integrating SROs into a positive school environment, trending school based law enforcement topics, adolescent psychology, trauma, conflict resolution, mental health and addiction, children with disabilities, and cultural competence.



Where practicable, the District shall also encourage school administrators working with SROs to undergo training alongside SROs to enhance their understanding of the SRO's role and the issues encountered by the SRO.

### **Supervision**

The SRO will be ultimately accountable to the Dearborn Heights Police Department chain of command and report directly to a designated Supervisor responsible for the SRO program. However, while at the school, the SRO will be additionally accountable to the principal or their designee. The SRO is expected to cooperate with the school officials, including administrators and faculty. To ensure clear and consistent lines of communication, the SRO shall meet at least monthly with the principal. The SRO shall ensure that the principal remains aware of material interactions and information involving the SRO's work. The SRO will abide by school policy and respond to the requests of school officials where applicable.

### **V. SRO Program Annual Assessment**

The Chief of Police or their designee and the Superintendent shall annually review the performance of the SRO and the success and effectiveness of the Program in meeting the Goals and Objectives. The review shall be conducted at the end of each school year in a meeting among the SRO, the Chief or designee, and the school district representative. A copy of the review shall be supplied to each attendee.

The review shall consider SRO efforts to prevent unnecessary student arrests, citations, court referrals, and other use of police authority. The review shall also assess the extent of the SRO's positive interactions with students, families, and staff and the SRO's participation in collaborative approaches to problem-solving, prevention, and education.

The Superintendent shall provide a mechanism for receiving feedback from the school community, including principal(s), teachers, students, and families of the school(s) to which the SRO is assigned. The Chief shall seriously consider any such feedback and shall make a good faith effort to address any concerns raised; however, the final selection and assignment of the SRO shall be within the sole discretion of the Chief and the applicable collective bargaining agreement. If the Superintendent recommends that the SRO not be assigned to a specific school, the Chief shall provide an explanation of any decision to maintain the SRO's assignment.

### **VI. Level and Type of Commitment from Police Department and School District**

The salary and benefits of the SRO shall be covered equally with the Police Department responsible for 50% and the School District responsible for 50% of the total cost. An estimated salary and benefit calculation will be provided from the Dearborn Heights Human Resources

Department before the annual program review. The 2024-2025 school year calculation is below:

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- Fringe Benefits: \$24,269.55 (School district responsible for \$12,134.77)
- Officer Overtime Hourly Rate: \$77.01 per hour (School district responsible for \$38.50 of each overtime hour worked)
- The school district is billed by the police administration on a quarterly basis.

The costs of the SRO training required by this Agreement specific to law enforcement shall be paid by the Dearborn Heights Police Department. Any School District recommended training shall be paid for by the School District.

The School District shall provide the SRO the following, which are deemed necessary to the performance of the SRO's duties:

- Access to a properly lighted private office, which shall contain a telephone, a secure computer and printer, which may be used for general business purposes.
- A location for files and records which can be properly locked and secured.
- A desk with drawers, chair, work table, and filing cabinet.

## **VII. Operational Procedures**

The primary functions of the SRO are to help provide a safe and secure learning environment, foster a positive school climate, reduce/ prevent crime, serve as an educational resource, and serve as a liaison between the school and the police department/sheriff's office. Specific daily assignments to accomplish this function will vary by school. The SRO and school principal or designee will meet on a regular basis to discuss plans and strategies to address specific issues or needs that may arise.

### **Duties**

Basic responsibilities of the SRO will include but will not be limited to:

- To enforce criminal law and protect the students, staff, and public at large against criminal activity
- Foster mutually respectful relationships with students and staff to support a positive school climate
- Provide information concerning questions about law enforcement topics to students and staff
- Provide classroom instruction on a variety of topics including, but not limited to, safety, public relations, occupational training, leadership, and life skills.

- Coordinate investigative procedures between police and school administrators.
- Handle initial police reports of violent crimes committed on campus.
- Take enforcement action on criminal matters when appropriate and after consultation with school administrators.
- Attend school special events as needed.
- Prepare lesson plans as necessary for the instruction provided.
- Collect data on SRO activities (arrests, citations, etc.)

### **Uniform**

The SRO will be uniformed in a manner consistent with the Dearborn Heights Police Department Rules and Regulations. Variations to this uniform will be approved by the Chief of Police and the School District.

### **Daily Schedule**

To be determined by the Chief of Police and the school administrators consistent with the MOU.

### **Absence/Substitution**

In instances in which the SRO is absent due to illness, court or required training, the SRO or the SRO supervisor will notify the School Administration of the absence and the Dearborn Heights Road Patrol Operations will increase police patrols in and around school district properties.

### **SRO Role in Responding to Criminal Activity**

One of the roles of SROs, as law enforcement officers, is to engage in traditional criminal investigation and report taking. As a police officer, SROs have the authority to issue warnings, make arrests and use alternatives to arrest at their discretion. SROs, however, perform their duties mindful of the parties' common goal of supporting student success. The following procedures will help SROs be as effective as possible in this role:

- School staff will contact SROs to inform them of all violent or other criminal activity that creates a safety risk that occurs on the school campus. SROs and school officials shall discuss and agree in writing on what levels of violent activity would prompt school officials to notify the SROs. This information will be conveyed to all school staff. In turn, SROs will inform school administration of all criminal activity they observe on the school campus.
- For any offense on school property, the SRO, working cooperatively with the school administration, will endeavor to avoid arrest and criminal involvement for misdemeanor activity. Certain offenses (felonies), such as sex offenses, weapons offenses, and any offenses of violence, will normally require the filing of charges in consultation with school officials, but should be evaluated on a case-by-case basis.

- The SRO shall be authorized to enforce laws and investigate incidents only when they are authorized to do so, based on location of the crime and proper jurisdiction.

### **SRO Role in School Policy Violations**

The Parties agree that school officials and the SRO play important and distinct roles in responding to student misbehavior to ensure school safety and promote a positive and supportive learning environment for all students.

The SRO shall not serve as a school disciplinarian, as an enforcer of school regulations, or in place of school-based mental health providers, and the SRO shall not use police powers to address traditional school discipline issues, including non-violent disruptive behavior. SROs should not directly intervene unless the situation directly affects an imminent threat to the health, safety, and security of the student or another person in the school and will employ de-escalation techniques as appropriate. School discipline is the responsibility of the appropriate school administrator and clear guidelines on SRO involvement should be developed and distributed to school staff. The SRO will report school policy violations through the proper channels to be handled by school administration. It is the responsibility of the SRO to become familiar with the Student Handbook or Student Code of Conduct, but it is not the responsibility of the SRO to enforce the rules in these documents.

Truancy will be handled by school personnel. The SRO will not take an active role in the tracking of truants. The SRO will act as a liaison between the school and police personnel should police involvement become necessary due to safety concerns.

### **Data Collection**

SROs should submit a monthly activity report to the Superintendent of Schools, building principals, and his/her Chief of Police. The report should include descriptions of all activities engaged in by the SRO, including incidents or calls for service, names of students and/or staff involved, student searches, arrests, citations and/or summons issued, and other referrals to the juvenile justice system.

### **Information Sharing**

The Parties acknowledge the benefit of appropriate information sharing for improving the health and safety of students but also the importance of limits on the sharing of certain types of student information by school personnel. The Parties also acknowledge that there is a distinction between student information shared for law enforcement purposes and student information shared to support students and connect them with necessary mental health, community-based, and related services.

In order to facilitate prompt and clear communications, the Parties acknowledge that the principal (or his or her designee) and the SRO are the primary points of contact for sharing student information in accordance with this Agreement. The Parties also acknowledge that, in some instances, other school officials or Police Department employees may serve as key points of contact for sharing information.

**VIII. Effective Date, Duration, and Modification of Agreement**

This Agreement shall be effective as of the date of its signing.

This Agreement shall be reviewed annually prior to the start of the school year. This Agreement remains in full force and effect until amended or until such time as either of the Parties withdraws from this Agreement by delivering written notification to the other Party.

Upon execution of this Agreement by the Parties, a copy of the Agreement shall be placed on file in the offices of the City Clerk, Chief of Police, and the Superintendent. The Parties may also share copies of this Agreement with the SRO, any principals in schools where the SRO will work, and any other individuals whom they deem relevant or who request it.

_____  
Name:  
Superintendent of Schools  
Date: _____, 2024

_____  
Name:  
Chief of Police  
Date: _____, 2024

_____  
Name:  
Mayor Bill Bazzi  
Date: _____, 2024

**MEMORANDUM OF UNDERSTANDING (MOU)**  
**SCHOOL RESOURCE OFFICER PROGRAM**  
**Between the CITY OF DEARBORN HEIGHTS**  
**and the STAR INTERNATIONAL ACADEMY**

This document will serve as the written agreement between the Star International Academy and the City of Dearborn Heights. This agreement establishes the needed commitment and support from both institutions. This document also provides a series of guidelines and policies relevant to the performance of the School Resource Officer, and will be the guiding document officers, school administrations and city administration look to for structure and accountability. This document shall be reviewed, updated, and endorsed annually and takes into account input from all stakeholders. Nothing in this MOU should be construed as limiting or impeding the basic spirit of cooperation, which exists between the participating entities listed above.

**I. Purpose**

This MOU establishes and delineates the mission of the School Resource Officer Program, herein referred to as the SRO Program, as a joint cooperative effort. Additionally, the MOU clarifies roles and expectations and formalizes relationships between the participating entities to foster an efficient and cohesive program that will build a positive relationship between police officers, school staff, and the students; enhance cultural understanding; encourage school participation and completion; while promoting a safe and positive learning environment for all members of the educational community. The involved parties recognize that the MOU is a living document to allow for the SRO program evolution and provide for some variances, needs and future changes.

**II. Mission**

The mission of the SRO Program is to promote school safety by building a positive school climate in which everyone feels safe and students are supported to succeed. The SRO Program also seeks to reduce violent crime committed by and against youth in our community. The SRO Program accomplishes this mission by supporting safe, secure, and orderly learning environments for students, teachers and staff. SROs will serve as positive role models assisting students in the development of good judgment and discretion, respect for other students, and a sincere concern for the school community.

**III. Goals and Objectives of the SRO Program**

- To foster a safe and supportive school environment that allows all students to learn and flourish regardless of race, religion, national origin, immigration status, gender, disability, sexual orientation, gender identity, and socioeconomic status
- To prevent and reduce potential harm related to incidents of school violence.
- To promote a strong partnership and lines of communication between school and police personnel and clearly delineate their roles and responsibilities
- To establish a framework for principled conversation and decision making by school and police personnel regarding student misbehavior and students in need of services
- To encourage relationship building by the SRO such that the educational community see the SRO as a facilitator of needed supports as well as a source of protection

The program is designed to fulfill three overall roles:

### **Law Enforcement Role**

SROs are responsible for the majority of law enforcement activities occurring at the school during school hours but not general student discipline. A determination of whether an activity raises to the level of a law enforcement activity shall be made in consultation with a school administrator. While the enforcement is the role of SROs, alternatives to arrest should be used whenever possible, and arrest of students should be a measure of last resort. The SROs discretion to act remains the same as that of any other police officer.

### **Fostering Positive School Climate /Crime Prevention**

One of the primary roles that an SRO fulfills is fostering a positive school climate through relationship-building and crime prevention. Officers will engage in various activities, in consultation with school administration, teachers, and students, and should strive to build a school culture of open communication and trust between and among students and adults by focusing on officers getting to know students at the school, serving as a role model, and working with teachers and administrators to identify students who may be facing challenges and need additional resources or attention to be successful in school. Crime prevention activities include foot patrols, monitoring previous crime locations, speaking to teachers about reducing the opportunity for crimes to occur, analyzing possible crime patterns, investigating crimes, and patrolling the parking lots. Officers may also complete security surveys analyzing the physical safety of school property and facilities.

### **Education**

SROs should participate in the school community by becoming a member of the educational team where appropriate, and by representing the law enforcement community to build positive relationships with youth, their families, and school staff. Whether talking to students in the hallway or delivering a presentation in the classroom, SROs are embedded in the education fabric within the school. SROs are expected to be proactive in creating and taking advantage of educational situations, and school administrators are encouraged to leverage this resource.

#### **IV. SRO Selection, Training and Supervision**

##### **Selection**

The Parties acknowledge that the selection of the SRO is a critical aspect of the Program and that it is important for the Parties and the school community to have a positive perception of and relationship with the SRO.

The Chief of Police shall consider the following additional factors in the selection of the SRO:

- Proven experience working effectively with youth
- Demonstrated commitment to making students and school community members of all backgrounds feel welcomed and respected
- Knowledge of school-based legal issues (e.g., confidentiality, consent), and demonstrated commitment to protecting students' legal and civil rights
- Knowledge of school safety planning and technology
- Demonstrated commitment and ability to engage in outreach to the community
- Knowledge of school and community resources
- Public speaking and teaching skills

In endeavoring to assign an SRO who is compatible with the school community, the Chief shall receive and consider input from the school principal(s) and Superintendent. While the Chief of Police will duly consider the recommendations provide by the school district, selection of the SRO is within the sole discretion of the Chief of Police in accordance with the collective bargaining agreements of the Dearborn Heights Police Department.

##### **Training**

The SRO shall also receive certified basic SRO training on how to mentor and counsel students, work collaboratively with administrators and staff, adhere to ethical standards around interactions with students and others, manage time in a school environment, and comply with juvenile justice and privacy laws, to the extent that such training is available.

In addition, it is recommended that SROs receive additional training each year on topics such as responsibilities and limitations of SROs, Michigan school laws, MOUs, child development, conflict resolution, working with youth in a school setting and integrating SROs into a positive school environment, trending school based law enforcement topics, adolescent psychology, trauma, conflict resolution, mental health and addiction, children with disabilities, and cultural competence.

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## **Supervision**

The SRO will be ultimately accountable to the Dearborn Heights Police Department chain of command and report directly to a designated Supervisor responsible for the SRO program. However, while at the school, the SRO will be additionally accountable to the principal or their designee. The SRO is expected to cooperate with the school officials, including administrators and faculty. To ensure clear and consistent lines of communication, the SRO shall meet at least monthly with the principal. The SRO shall ensure that the principal remains aware of material interactions and information involving the SRO's work. The SRO will abide by school policy and respond to the requests of school officials where applicable.

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The Superintendent shall provide a mechanism for receiving feedback from the school community, including principal(s), teachers, students, and families of the school(s) to which the SRO is assigned. The Chief shall seriously consider any such feedback and shall make a good faith effort to address any concerns raised; however, the final selection and assignment of the SRO shall be within the sole discretion of the Chief and the applicable collective bargaining agreement. If the Superintendent recommends that the SRO not be assigned to a specific school, the Chief shall provide an explanation of any decision to maintain the SRO's assignment.

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Upon execution of this Agreement by the Parties, a copy of the Agreement shall be placed on file in the offices of the City Clerk, Chief of Police and the Superintendent. The Parties may also share copies of this Agreement with the SRO, any principals in schools where the SRO will work, and any other individuals whom they deem relevant or who request it.

_____  
Name:

Superintendent of Schools

Date: _____, 2024

_____  
Name:

Chief of Police

Date: _____, 2024

_____  
Name:

Mayor Bill Bazzi

Date: _____, 2024

Approved for the Agenda of:	APPROVED
5/14/2024	Motion No. 24-205

11.A.



## Mayor's Office

TO: Honorable Mayor Bill Bazzi  
Honorable City Council Members

FROM: Ali Dib, City Engineer

DATE: May 6, 2024

RE: Notice of Intent Resolution - 2024 Capital Improvement Bonds Drinking Water State Revolving Fund (DWSRF)

Honorable Council Members,

Attached please see the Notice of Intent Resolution for the 2024 Capital Improvement Bonds for the Drinking Water State Revolving Fund Project.

We seek your support and approval of the attached resolution.

Sincerely,  
Ali M. Dib, P.E.  
City Engineer

### Attachments:

1. Notice of Intent Resolution -Act 34 DWSRF Project(41782300.3)
2. Letter Dearborn Heights Sending Notice of Intent Resolution(42098252.1)

**NOTICE OF INTENT RESOLUTION  
2024 CAPITAL IMPROVEMENT BONDS  
(DRINKING WATER STATE REVOLVING FUND PROJECT)**

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**CITY OF DEARBORN HEIGHTS**  
County of Wayne, State of Michigan

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Minutes of a regular meeting of the City Council of the City of Dearborn Heights, County of Wayne, State of Michigan, held on May 14, 2024, at 6:00 p.m., prevailing Eastern Time.

PRESENT: Members _____

ABSENT: Members _____

The following preamble and resolution were offered by Member: _____  
and supported by Member: _____:

WHEREAS, the City of Dearborn Heights, County of Wayne, State of Michigan (the “City”), proposes to acquire, construct, and equip water supply system improvements, including lead service line replacements, together with all related appurtenances and attachments (the “Project”); and

WHEREAS, the City has been advised by the Michigan Department of Environment, Great Lakes and Energy (“EGLE”) that financial assistance to accomplish the acquisition and construction of all or a portion of the Project is available through the Drinking Water State Revolving Fund (“DWSRF”) loan program administered by the EGLE and the Michigan Finance Authority; and

WHEREAS, the City has made application for participation in the DWSRF loan program; and

WHEREAS, the City intends to issue general obligation limited tax bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended (“Act 34”), in an aggregate principal amount of not to exceed Thirteen Million Eight Hundred Five Thousand Dollars (\$13,805,000) (the “Bonds”), in one or more series, for the purpose of financing all or part of the Project; and

WHEREAS, a notice of intent to issue bonds must be published before the issuance of the Bonds in order to comply with the requirements of Section 517 of Act 34; and

WHEREAS, the City intends at this time to state its intentions to be reimbursed from proceeds of the Bonds for any expenditures undertaken by the City for the Project prior to issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Clerk is authorized and directed to publish a notice of intent to issue bonds in the *Press and Guide*, a newspaper of general circulation in the City.

2. The notice of intent shall be published as a display advertisement not less than one quarter (1/4) page in size in substantially the form attached to this resolution as Exhibit A.

3. The City Council does hereby determine that the foregoing form of Notice of Intent to Issue Bonds and the manner of publication directed is the method best calculated to give notice to the City's electors and taxpayers residing in the boundaries of the City of the City's intent to issue the Bonds, the maximum amount of the Bonds, the purpose of the Bonds, the source of payment for the Bonds and the right of referendum relating thereto, and the newspaper named for publication is hereby determined to reach the largest number of persons to whom the notice is directed.

4. The City may incur expenditures for the Project prior to receipt of proceeds of the Bonds and may advance moneys for that purpose from the Water and Sewer System enterprise fund or other funds available to the City, to be reimbursed from proceeds of the Bonds when available. The City makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

- (a) As of the date hereof, the City reasonably expects to reimburse itself for the expenditures described in (b) below with proceeds of debt to be incurred by the City.
- (b) The expenditures described in this paragraph (b) are for the costs of acquiring the Project which were paid or will be paid subsequent to sixty (60) days prior to the date hereof from the funds of the City.
- (c) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$13,805,000.
- (d) A reimbursement allocation of the expenditures described in (b) above with the proceeds of the borrowing described herein will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the related Project are placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the debt to be issued for the Project to reimburse the City for a capital expenditure made pursuant to this resolution.

5. Miller, Canfield, Paddock and Stone, P.L.C. is hereby confirmed as Bond Counsel to the City in connection with the issuance of the Bonds.

6. PFM Financial Advisors, LLC is hereby confirmed as the registered municipal advisor to the City in connection with the issuance of the Bonds.



7. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

AYES: Members: _____

_____

NAYS: Members: _____

RESOLUTION DECLARED ADOPTED.

_____  
Lynne M. Senia  
City Clerk

I hereby certify that the attached is a true and complete copy of a resolution adopted by the City Council of the City of Dearborn Heights, County of Wayne, State of Michigan, at a regular meeting held on May 14, 2024, and that public notice of the meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976 and that minutes of the meeting were kept and will be or have been made available as required by the Act.

_____  
Lynne M. Senia  
City Clerk

## EXHIBIT A

### NOTICE TO TAXPAYERS AND ELECTORS OF THE CITY OF DEARBORN HEIGHTS OF INTENT TO ISSUE BONDS AND THE RIGHT OF REFERENDUM RELATING THERETO

PLEASE TAKE NOTICE that the City Council of the City of Dearborn Heights, Wayne County, Michigan, intends to issue and sell its general obligation limited tax bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended, in an aggregate principal amount of not to exceed Thirteen Million Eight Hundred Five Thousand Dollars (\$13,805,000), in one or more series, for the purpose of paying all or part of the cost to acquire, construct, and equip water supply system improvements, including lead service line replacements, together with all related appurtenances and attachments.

### SOURCE OF PAYMENT OF REVENUE BONDS

THE PRINCIPAL OF AND INTEREST ON THE BONDS SHALL BE PAYABLE from the general funds of the City lawfully available for such purposes including property taxes levied within applicable constitutional, statutory and charter tax rate limitations. The City intends to pay the debt service on the bonds from revenues received from users of the City's water and sewer system.

### BOND DETAILS

THE BONDS will be payable in annual installments not to exceed forty (40) in number and will bear interest at the rate or rates to be determined at a public or private sale but in no event to exceed the maximum rate permitted by law on the balance of the bonds from time to time remaining unpaid.

### RIGHT OF REFERENDUM

THE BONDS WILL BE ISSUED WITHOUT A VOTE OF THE ELECTORS UNLESS A PETITION REQUESTING SUCH A VOTE SIGNED BY NOT LESS THAN 10% OF THE REGISTERED ELECTORS RESIDING WITHIN THE BOUNDARIES OF THE CITY IS FILED WITH THE CITY CLERK WITHIN FORTY-FIVE (45) DAYS AFTER PUBLICATION OF THIS NOTICE. IF SUCH PETITION IS FILED, THE BONDS MAY NOT BE ISSUED WITHOUT AN APPROVING VOTE OF A MAJORITY OF THE QUALIFIED ELECTORS RESIDING WITHIN THE BOUNDARIES OF THE CITY VOTING THEREON.

THIS NOTICE is given pursuant to the requirements of Section 517, Act 34, Public Acts of Michigan, 2001, as amended.

Lynne M. Senia, City Clerk  
City of Dearborn Heights

41782300.3/021732.00024



**PATRICK F. MCGOW**  
TEL (313) 496-7684  
FAX (313) 496-8450  
E-MAIL [mcgow@millercanfield.com](mailto:mcgow@millercanfield.com)

**Miller, Canfield, Paddock and Stone, P.L.C.**  
150 West Jefferson, Suite 2500  
Detroit, Michigan 48226  
TEL (313) 963-6420  
FAX (313) 496-7500  
[www.millercanfield.com](http://www.millercanfield.com)

May 2, 2024

Mr. Ali Dib  
City Engineer  
City of Dearborn Heights  
6045 Fenton Street  
Dearborn Heights, MI 48127-3294

Re: City of Dearborn Heights 2024 Capital Improvement Bonds  
Drinking Water State Revolving Fund – Lead Service Line Replacements

Dear Mr. Dib:

Based on our discussion earlier this week, I have enclosed a Notice of Intent Resolution for consideration for approval by the City Council at its meeting on May 14th. This Resolution authorizes the publication of a Notice of Intent relating to the City's bonds to be issued through the Michigan Finance Authority's ("MFA") Drinking Water State Revolving Fund Program. The bonds will be sold to the MFA and be payable in 40 principal installments at an interest rate of 2.0%.

The enclosed Resolution and Notice indicates the City's intent to issue Capital Improvement Bonds in an amount not to exceed \$13,805,000 to pay the cost to acquire, construct, furnish and equip water supply system improvements, including lead service lines, together with all related appurtenances and attachments (the "Project").

The City's 2024 DWSRF Project for lead service lines is currently estimated to be in the amount of \$13,805,000. Of that amount, approximately 49% of the principal will be forgiven (\$6,764,450), and the remaining 51% (\$7,040,000) will be repaid through the loan from the MFA at 2.0% per annum payable over 40 years. In addition to the funding for the Lead Service Line Project, the City is receiving grant funds from the State of Michigan to pay part of the cost of the City's Water Meter Replacement Program and Water Main Replacement Program (5 locations) in the approximate amount of \$10,372,990.

The proceeds of the Bonds may be used to pay for the construction of the Project as well as reimburse the City for the engineering, design and other preliminary costs related to the Project. The Bonds will also be used to pay issuance costs related to the Bonds. The Notice provides that the City will pledge the City's limited tax full faith and credit as security for the Bonds, although

Mr. Ali Dib

-2-

May 2, 2024

the City intends to pay the debt service from the user charges of the City's Water and Sewer System.

The size of the Bond issue may be reduced at the time of issuance to the amount that is required based on the actual bids and final costs. The City can reduce the amount of the Bonds for the Project from the amount indicated in the notice, but the City would not be able to increase the size of the Bonds for this project over the amount in the notice without republishing a new notice for the increased amount. EGLE will require the bonds to be sized based on the actual bids and costs after the bids have been received, plus a 6% contingency.

The Revised Municipal Finance Act requires the City to notify the electors of the City of its intent to issue the bonds by publishing a notice which gives the voters a referendum right on the issuance of the bonds. The bonds can be issued without a vote of the City electors unless a petition is filed with the City Clerk within 45 days of publication of the notice signed by at least 10% of the registered electors of the City. The form of Notice of Intent is included in the Resolution as Exhibit A. **The Notice of Intent must be published as a display advertisement at least one-quarter (1/4) page in size in a newspaper of general circulation in the City.**

Paragraph 4 of the Resolution contains language which authorizes the City to reimburse itself from bond proceeds for certain costs relating to the project incurred prior to issuance of the bonds, including costs for engineering and design. The language of the Resolution is taken from the IRS regulations and, not surprisingly, it therefore reads as tax jargon. This is intended to provide you with flexibility relating to the use of the Bond proceeds if you spend money on Project costs before the bond closing.

If approved by the Board and the Notice of Intent is published shortly thereafter, the 45 day referendum period will expire in early July. The City is currently included in the DWSRF Quarter 4 Financing Pool which requires construction bids to be received in late June in anticipation of EGLE approval in early August with the loan closing on August 28th. The City Council would be asked to approve a bond authorizing resolution in early July after the receipt of bids for the Project.

We would appreciate receiving three (3) certified copies of the Resolution upon adoption by the City Council as well as three (3) Affidavits of Publication from the newspaper in which the Notice of Intent is published. **Please remind the newspaper that the Notice must be a quarter page ad.**

**MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.**

Mr. Ali Dib

-3-

May 2, 2024

If you have any questions regarding this letter, please give me a call.

Very truly yours,

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

By:   
Patrick F. McGow

Cc: Mayor Bill Bazzi  
Mariana Hernandez  
Lisa Hicks-Clayton  
Wayne Hoffman  
Vaughn Martin  
Kari Blanchett  
Paul Stauder  
Michelle Lewis

42098252.1/021732.00025

Approved for the Agenda of:	APPROVED
5/14/2024	Motion No. 24-206

11.B.



## Mayor's Office

TO: Honorable Mayor Bill Bazzi  
Honorable City Council Members

FROM: Bill Bazzi, Mayor

DATE: May 7, 2024

RE: Resolution Supporting the Implementation of the Ground Emergency Medical Transportation (GEMT) Program in Michigan

Honorable Council:

Attached for your approval is a resolution of support for the implementation of the Ground Emergency Medical Transportation (GEMT) Program in Michigan.

Respectfully,  
Mayor Bill Bazzi

### Attachments:

1. DRAFT_GEMT-Council-Resolution

**City of Dearborn Heights**

**Resolution of Support**

**Implementation of the Ground Emergency Medical Transportation Program in Michigan**

WHEREAS, the City of Dearborn Heights Fire Department provides Ground Emergency Medical Transportation (GEMT) services for City residents, which includes many Medicaid beneficiaries; and,

WHEREAS, the GEMT program available through the United States Centers for Medicare & Medicaid Services provides reimbursement to public providers for services provided to Medicaid patients; and,

WHEREAS, the State of Michigan is not currently participating in the GEMT program, which is a voluntary enrollment program at both the state and local levels; and,

WHEREAS, implementation of the GEMT program in the State of Michigan may yield hundreds of thousands of federal reimbursement for the City of Dearborn Heights annually; and,

WHEREAS, the emergency services sector has struggled with workforce retention and recruiting in the wake of the COVID-19 pandemic; and,

WHEREAS, the GEMT program will help Michigan public agencies including the City of Dearborn Heights retain and hire employees; and,

WHEREAS, the GEMT program has shown to expand access, quality, and sustainability of emergency services for Medicaid recipients for public providers; and,

WHEREAS, the MI-GEMT coalition is advocating for the passage of legislation directing the Michigan Department of Health and Human Services to enroll in the GEMT program; and,

WHEREAS, the MI-GEMT coalition includes the Michigan Association of Fire Chiefs, Michigan Municipal League, Michigan Townships Association; and,

NOW THEREFORE BE IT RESOLVED THAT, The City Council of the City of Dearborn Heights hereby conveys its support for efforts of the MI-GEMT coalition; and,

BE IT FURTHER RESOLVED THAT, The City of Dearborn Heights urges the Michigan State Legislature to adopt legislation directing the Michigan Department of Health and Human Services to enroll in the GEMT program through the Centers for Medicare and Medicaid Services State Plan Amendment process.

# BUSINESS LICENSE RENEWAL APPLICATION

NO. BL-23-000012999

## City of Dearborn Heights

6045 Fenton, Dearborn Heights, MI 48127  
(313)791-3430



### THE FOLLOWING LICENSE(S):

CABARET A-COUNCIL APPROVAL 50.00  
RESTAURANT 50.00

### BUSINESS

HAPPY WEALTHY 168 LLC  
DELISH ASIAN THAI CUISINE  
5680 N. TELEGRAPH  
DEARBORN HEIGHTS, MI 48127

**13-A**

Approved for  
the Agenda of:

05-14-24

TOTAL **\$100.00**

CURRENT LICENSE EXPIRES ON: **July 14, 2024**

You may renew your license by mail by returning this form prior to the expiration date with your check or money order in the amount indicated above payable to the City of Dearborn Heights. Do not send cash! If you renew more than 7 days late you will be assessed a penalty fee in the amount of 25% of your total license fee.

  
City Clerk

- ☒ At the present time, you are current on both personal property taxes and water, therefore your license is renewable
- ☐ At the present time you are delinquent on your water bill in the amount of \$            and must pay this amount in full before renewing your license.
- ☒ At the present time you are delinquent on your personal property taxes in the amount of \$            and must pay this amount in full before renewing your license.

**THE FAILURE TO SECURE A VALID BUSINESS LICENSE IS A VIOLATION OF CHAPTER 8 OF THE CODE OF ORDINANCES AND WILL RESULT IN A CLASS D MUNICIPAL INFRACTION BEING ISSUED.**

## PLEASE NOTE THE LATE FEE IS 25%

### DO YOU HAVE AN ALARM SYSTEM? IS YOUR INFORMATION UP TO DATE?

If you have a security alarm for your business, an alarm registration is required by City ordinance. There is no cost to register your alarm. You may call our office at (313)791-3430 to obtain a copy of the alarm registration form, or print one from the Clerk's page on the Dearborn Heights City website: [clerks.dearbornheightsmi.gov](http://clerks.dearbornheightsmi.gov)

HAPPY WEALTHY 168 LLC  
5680 N. TELEGRAPH  
DEARBORN HEIGHTS, MI 48127



Invoice #: _____ License #: _____ Application Date: 04/22/2024 Expiration Date: 07/14/2025

	Amount
	\$50.00
	\$50.00

CITY OF DEARBORN HEIGHTS  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127  
Phone : 313-791-3410

Received From: HAPPY WEALTHY 168 LLC  
DELISH ASIAN THAI CUISINE  
Date: 04/22/2024 Time: 3:11:48 PM  
Posting Date: 04/22/2024  
Receipt: 1090049  
Cashier: weekly

ITEM REFERENCE	AMOUNT
BL BUSINESS LICENSING 00014285	\$100.00
TOTAL	\$100.00
CASH COMERICA Total Tendered:	\$100.00 \$100.00
Change:	\$0.00

PAID  
CITY OF DEARBORN HEIGHTS

APR 22 2024

BY _____ CK # _____

Billing/Invoice Date: 04/22/2024  
Total Due: \$100.00

HAPPY WEALTHY 168 LLC  
DEARBORN HEIGHTS, MI 48127



# BUSINESS LICENSE RENEWAL APPLICATION

NO. BL-23-000012925

## City of Dearborn Heights

6045 Fenton, Dearborn Heights, MI 48127  
(313)791-3430



### THE FOLLOWING LICENSE(S):

CABARET C-COUNCIL APPROVAL 50.00

RESTAURANT 50.00

### BUSINESS

RED LOBSTER HOSPITALITY LLC

6850 N TELEGRAPH

DEARBORN HEIGHTS, MI 48127

**13-A**

Approved for  
the Agenda of:

05-14-24

TOTAL **\$100.00**

CURRENT LICENSE EXPIRES ON: **June 15, 2024**

You may renew your license by mail by returning this form prior to the expiration date with your check or money order in the amount indicated above payable to the City of Dearborn Heights. Do not send cash! If you renew more than 7 days late you will be assessed a penalty fee in the amount of 25% of your total license fee.

*Lynne M. Sonia*  
City Clerk

- ☒ At the present time, you are current on both personal property taxes and water, therefore your license is renewable
- ☐ At the present time you are delinquent on your water bill in the amount of \$ 0 and must pay this amount in full before renewing your license.
- ☒ At the present time you are delinquent on your personal property taxes in the amount of \$ 0 and must pay this amount in full before renewing your license.

**THE FAILURE TO SECURE A VALID BUSINESS LICENSE IS A VIOLATION OF CHAPTER 8 OF THE CODE OF ORDINANCES AND WILL RESULT IN A CLASS D MUNICIPAL INFRACTION BEING ISSUED.**

**PLEASE NOTE THE LATE FEE IS 25%**

### DO YOU HAVE AN ALARM SYSTEM? IS YOUR INFORMATION UP TO DATE?

If you have a security alarm for your business, an alarm registration is required by City ordinance. There is no cost to register your alarm. You may call our office at (313)791-3430 to obtain a copy of the alarm registration form, or print one from the Clerk's page on the Dearborn Heights City website: [clerks.dearbornheightsmi.gov](http://clerks.dearbornheightsmi.gov)

RED LOBSTER HOSPITALITY LLC  
LICENSING DEPARTMENT  
PO BOX 6508  
ORLANDO, FL 32802-6508

Invoice #: 00014300 License #: BL-24-000013618 License Type: BUSINESS LICENSE Application Date: 04/29/2024 Expiration Date: 06/15/2025

Fee Items	Amount
CABARET C-COUNCIL APPROVAL 50.00	\$50.00
RESTAURANT 50.00	\$50.00

PAID

CITY OF DEARBORN HEIGHTS

APR 29 2024

BY _____ CK # _____

CITY OF DEARBORN HEIGHTS  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127  
Phone : 313-791-3410

Received From: RED LOBSTER HOSPITALITY LLC  
Date: 04/29/2024 Time: 3:44:20 PM  
Posting Date: 04/29/2024  
Receipt: 1090672 *** REPRINT ***  
Cashier: nnoureddin

ITEM REFERENCE	AMOUNT
BL BUSINESS LICENSING 00014300	\$100.00
TOTAL	\$100.00
CHECKS 27787	\$100.00
Total Tendered:	\$100.00
Change:	\$0.00

RED LOBSTER HOSPITALITY LLC  
PO BOX 6508  
ORLANDO, FL 32802-6508

Billing/Invoice Date: 04/29/2024  
Total Due: \$100.00



# BUSINESS LICENSE RENEWAL APPLICATION

NO. BL-23-000012959

## City of Dearborn Heights

6045 Fenton, Dearborn Heights, MI 48127  
(313)791-3430



### THE FOLLOWING LICENSE(S):

CABARET A-COUNCIL APPROVAL 50.00  
RESTAURANT 50.00

### BUSINESS

APPLEBEES #8085  
26582 FORD  
DEARBORN HEIGHTS, MI 48127

**13-A**

Approved for  
the Agenda of:

05-14-24

**TOTAL \$100.00**

**CURRENT LICENSE EXPIRES ON: July 31, 2024**

You may renew your license by mail by returning this form prior to the expiration date with your check or money order in the amount indicated above payable to the City of Dearborn Heights. Do not send cash! If you renew more than 7 days late you will be assessed a penalty fee in the amount of 25% of your total license fee.

  
City Clerk

- ☒ At the present time, you are current on both personal property taxes and water, therefore your license is renewable
- ☐ At the present time you are delinquent on your water bill in the amount of \$ 0 and must pay this amount in full before renewing your license.
- ☒ At the present time you are delinquent on your personal property taxes in the amount of \$ 0 and must pay this amount in full before renewing your license.

**THE FAILURE TO SECURE A VALID BUSINESS LICENSE IS A VIOLATION OF CHAPTER 8 OF THE CODE OF ORDINANCES AND WILL RESULT IN A CLASS D MUNICIPAL INFRACTION BEING ISSUED.**

**PLEASE NOTE THE LATE FEE IS 25%**

### DO YOU HAVE AN ALARM SYSTEM? IS YOUR INFORMATION UP TO DATE?

If you have a security alarm for your business, an alarm registration is required by City ordinance. There is no cost to register your alarm. You may call our office at (313)791-3430 to obtain a copy of the alarm registration form, or print one from the Clerk's page on the Dearborn Heights City website: [clerks.dearbornheightsmi.gov](http://clerks.dearbornheightsmi.gov)

APPLEBEES #8085  
TSFR APPLE VENTURE LLC  
17800 LAUREL PARK DR NORTH  
STE 200-C  
LIVONIA, MI 48152

CITY OF DEARBORN HEIGHTS  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127  
Phone : 313-791-3410

Received From: APPLEBEES #8085  
Date: 04/30/2024 Time: 1:20:37 PM  
Posting Date: 04/30/2024  
Receipt: 1090818  
Cashier: nnoureddin

APPLEBEES #8085  
17800 LAUREL PARK DR NORTH  
STE 200-C  
LIVONIA, MI 48152

ITEM REFERENCE	AMOUNT
BL BUSINESS LICENSING 00014306	\$100.00
TOTAL	\$100.00
CHECKS 64822	\$100.00
Total Tendered:	\$100.00
Change:	\$0.00

Invoice #:	License #:	License Type:	Application Date:	Expiration Date:
00014306	BL-24-000013624	BUSINESS LICENSE	04/30/2024	07/31/2025

Fee Items	Amount
CABARET A-COUNCIL APPROVAL 50.00	\$50.00
RESTAURANT 50.00	\$50.00

PAID

CITY OF DEARBORN HEIGHTS

APR 30 2024

BY _____ CK # _____

Billing/Invoice Date: 04/30/2024

Total Due: \$100.00

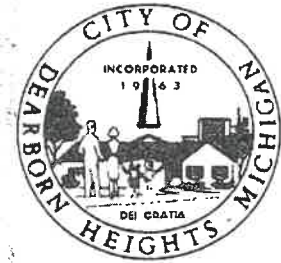


# BUSINESS LICENSE RENEWAL APPLICATION

NO. BL-23-000012886

## City of Dearborn Heights

6045 Fenton, Dearborn Heights, MI 48127  
(313)791-3430



### THE FOLLOWING LICENSE(S):

**CABARET C-COUNCIL APPROVAL 50.00**

JUKE BOX-MUSICAL DEVICES 10.00

VENDOR MACHINE \$10 EA

MECH AMUSEMENT DEVICE 25.00 EA

### BUSINESS

UNCLE RAY'S PLACE

24502 WARREN

DEARBORN HEIGHTS, MI 48127

**13-A**

Approved for  
the Agenda of:

**05-14-24**

**TOTAL \$155.00**

**CURRENT LICENSE EXPIRES ON: May 31, 2024**

You may renew your license by mail by returning this form prior to the expiration date with your check or money order in the amount indicated above payable to the City of Dearborn Heights. Do not send cash! If you renew more than 7 days late you will be assessed a penalty fee in the amount of 25% of your total license fee.

  
City Clerk

- ☒ At the present time, you are current on both personal property taxes and water, therefore your license is renewable
- ☐ At the present time you are delinquent on your water bill in the amount of \$ 0 and must pay this amount in full before renewing your license.
- ☐ At the present time you are delinquent on your personal property taxes in the amount of \$ 0 and must pay this amount in full before renewing your license.

**THE FAILURE TO SECURE A VALID BUSINESS LICENSE IS A VIOLATION OF CHAPTER 8 OF THE CODE OF ORDINANCES AND WILL RESULT IN A CLASS D MUNICIPAL INFRACTION BEING ISSUED.**

**PLEASE NOTE THE LATE FEE IS 25%**

### DO YOU HAVE AN ALARM SYSTEM? IS YOUR INFORMATION UP TO DATE?

If you have a security alarm for your business, an alarm registration is required by City ordinance. There is no cost to register your alarm. You may call our office at (313)791-3430 to obtain a copy of the alarm registration form, or print one from the Clerk's page on the Dearborn Heights City website: [clerks.dearbornheightsmi.gov](http://clerks.dearbornheightsmi.gov)

**UNCLE RAY'S PLACE  
JASON P. THOMAS  
24502 WARREN  
DEARBORN HEIGHTS, MI 48127**

License Type: BUSINESS LICENSE      Application Date: 04/30/2024      Expiration Date: 05/31/2025

CITY OF DEARBORN HEIGHTS  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127  
Phone : 313-791-3410

Received From: UNCLE RAY'S PLACE  
Date: 04/30/2024      Time: 4:01:12 PM  
Posting Date: 04/30/2024  
Receipt: 1090862  
Cashier: weekly

ITEM REFERENCE	AMOUNT
BL BUSINESS LICENSING	
00014307	\$155.00
TOTAL	\$155.00
CHECKS 6640	\$155.00
Total Tendered:	\$155.00
Change:	\$0.00

PAID  
CITY OF DEARBORN HEIGHTS  
APR 30 2024

BY _____ CK # _____

Billing/Invoice Date: 04/30/2024  
Total Due: \$155.00

UNCLE RAY'S PLACE  
24502 WARREN  
DEARBORN HEIGHTS, MI 48127



# BUSINESS LICENSE RENEWAL APPLICATION

NO. BL-23-000012971

## City of Dearborn Heights

6045 Fenton, Dearborn Heights, MI 48127  
(313)791-3430



### THE FOLLOWING LICENSE(S):

CABARET A-COUNCIL APPROVAL 50.00

JUKE BOX-MUSICAL DEVICES 10.00

MECH AMUSEMENT DEVICE 25.00 EA

### BUSINESS

342 BAR & GRILL

JIMMY NIKOU (MALIBU, INC.)

3932 PELHAM

DEARBORN HEIGHTS, MI 48125

**13-A**

Approved for  
the Agenda of:

**05-14-24**

**TOTAL \$160.00**

**CURRENT LICENSE EXPIRES ON: July 05, 2024**

You may renew your license by mail by returning this form prior to the expiration date with your check or money order in the amount indicated above payable to the City of Dearborn Heights. Do not send cash! If you renew more than 7 days late you will be assessed a penalty fee in the amount of 25% of your total license fee.

  
City Clerk

- ☒ At the present time, you are current on both personal property taxes and water, therefore your license is renewable
- ☐ At the present time you are delinquent on your water bill in the amount of \$                      and must pay this amount in full before renewing your license.
- ☐ At the present time you are delinquent on your personal property taxes in the amount of \$                      and must pay this amount in full before renewing your license.

**THE FAILURE TO SECURE A VALID BUSINESS LICENSE IS A VIOLATION OF CHAPTER 8 OF THE CODE OF ORDINANCES AND WILL RESULT IN A CLASS D MUNICIPLE INFRACTION BEING ISSUED.**

**PLEASE NOTE THE LATE FEE IS 25%**

### DO YOU HAVE AN ALARM SYSTEM? IS YOUR INFORMATION UP TO DATE?

If you have a security alarm for your business, an alarm registration is required by City ordinance. There is no cost to register your alarm. You may call our office at (313)791-3430 to obtain a copy of the alarm registration form, or print one from the Clerk's page on the Dearborn Heights City website: [clerks.dearbornheightsmi.gov](http://clerks.dearbornheightsmi.gov)

**342 BAR & GRILL  
JIMMY NIKOU (MALIBU, INC.)  
3932 PELHAM  
DEARBORN HEIGHTS, MI 48125**



CITY OF DEARBORN HEIGHTS  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127  
Phone : 313-791-3410

Received From: 342 BAR & GRILL  
JIMMY NIKOU (MALIBU, INC.)  
Date: 05/06/2024 Time: 2:53:36 PM  
Posting Date: 05/06/2024  
Receipt: 1091447  
Cashier: nnoureddin

ITEM REFERENCE	AMOUNT
BL BUSINESS LICENSING 00014317	\$160.00
TOTAL	\$160.00
CHECKS	\$160.00
Total Tendered:	\$160.00
Change:	\$0.00

Invoice #:  
00014317

License #:  
BL-24-000013635

License Type:  
BUSINESS LICENSE

Application Date:  
05/06/2024

Expiration Date:  
07/05/2025

Fee Items

	Amount
CABARET A-COUNCIL APPROVAL	50.00
JUKE BOX-MUSICAL DEVICES	10.00
MECH AMUSEMENT DEVICE	25.00 EA

PAID

CITY OF DEARBORN HEIGHTS

MAY 06 2024

BY _____ CK # _____

342 BAR & GRILL  
3932 PELHAM  
DEARBORN HEIGHTS, MI 48125

Billing/Invoice Date: 05/06/2024

Total Due: \$160.00



# CITY OF DEARBORN HEIGHTS APPLICATION FOR TEMPORARY FOOD TRUCK/TENT/CART LICENSE APPLICATION

NAME OF APPLICANT Samer AlkhafjiBUSINESS NAME Burgeratti PHONE # 248 854 2696LOCATION WITHIN THE CITY (ADDRESS & ZIP CODE) 6609 W TELEGRAPH RD D.H. 48129TYPE OF VEHICLE TO BE USED Truck VEHICLE PLATE # E 916 337  
(if applicable) (if applicable)

HAS THE ABOVE PERSON EVER BEEN CONVICTED OF:

A FELONY: YES _____ NO ☒ A MISDEMEANOR: YES _____ NO ☒

IF YES, BRIEFLY STATE REASON (S) _____

The applicant voluntarily and knowingly is signing this application with full admission and acknowledgment that operating the food truck and/or tent is not in violation of any terms or conditions of probation or parole, if applicable, and is signing under pains and penalties of perjury.

SIGNATURE: [Signature] DATE: 4-29-2024**FOR CLERK'S OFFICE USE ONLY**

BACKGROUND CHECK:

APPROVED BY: G. Semenick DISSAPPROVED BY: _____DATE: 4-29-24 DEPARTMENT REMARKS: _____

## PLEASE SEE NEXT PAGE FOR ADDITIONAL REQUIREMENTS

Invoice #:  
00014301

License #:  
BL-24-000013619

License Type:  
BUSINESS LICENSE

Application Date:  
04/29/2024

Expiration Date:  
11/12/2024

Fee Items

TRANSIENT MERCHANT 180 DAYS 150.00

Amount  
\$150.00

PAID  
CITY OF DEARBORN HEIGHTS  
APR 29 2024

BY _____ CK # _____

Billing/Invoice Date: 04/29/2024

Total Due: \$150.00

BURGERATTI

CITY OF DEARBORN HEIGHTS  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127  
Phone : 313-791-3410

Received From: BURGERATTI

SAMER ALKHAFAJI

Date: 04/29/2024 Time: 4:49:40 PM

Posting Date: 04/29/2024

Receipt: 1090710

Cashier: mouredin



ITEM REFERENCE	AMOUNT
BL BUSINESS LICENSING	
00014301	\$150.00

SUB-TOTAL \$150.00

Total Tendered: \$150.00

ORDER #: 155360267

Credit Card Type Visa

CC Processing Fee

\$4.50

GENERAL FUND CC XXXXXXXXXXXX7950

Grand Total: \$154.50

Change: \$0.00

Signature _____



ICHAT

INTERNET CRIMINAL HISTORY ACCESS TOOL

SPRINGFIELD



### Information Provided

Name : Samer Alkhafaji Sr.  
Date of Birth : [REDACTED]  
Gender : [REDACTED]  
Race : [REDACTED]  
Reason : [REDACTED]  
Amount Paid : [REDACTED]  
Order Date : 4/29/2024 2:35:42 PM  
Miscellaneous No : [REDACTED]

A SEARCH OF MICHIGAN'S CRIMINAL HISTORY FILE HAS NOT LOCATED A CRIMINAL RECORD THAT EXACTLY MATCHES THE INFORMATION THAT YOU HAVE PROVIDED.

DATE PRINTED: 4/29/2024



Council: 5-14-24

# CITY OF DEARBORN HEIGHTS / ELECTRICAL PERMIT APPLICATION

Department of Building and Engineering

6045 Fenton Ave., Dearborn Heights, MI 48127

PHONE #: 313-791-3470 / building.dept@dearbornheightsmi.gov

Applicant is: CONTRACTOR ☒ OR HOMEOWNER ☐

Address of Work: 6609 W Telegraph Rd Detroit, MI 48227

Homeowner: _____

Contractor Business Name: Burgeratti

Licenseholder / Applicant Name: Samer Alkhalaf

DATE: 4-29-24

EMAIL: Burgeratti45@gmail.com

PHONE #: 346360366

PHONE #: 2428542646

SIGNATURE: 

FIXTURES		FEE	NO.	TOTAL	FIXTURES		FEE	NO.	TOTAL
BASE FEE		\$60.00	1	\$60.00	GENERATOR : INCLUDE KW		\$35		
100 AMP SERVICE		\$40			LOW VOLTAGE / ALARM INSTALLATION		\$50		
101 TO 200 AMP SERVICE		\$60			MINOR WIRING		\$30		
OVER 200 AMP PRIMARY SERVICE		\$70			MOTORS / FRACTIONAL H.P.		\$30		
1 - 25 LIGHT FIXTURES / SOCKETS		\$35			NEON LIGHTS (PER 25')		\$30		
ADDITIONAL SET OF LIGHT FIXTURES/ SOCKETS		\$25			POOL / SPA		\$30		
AC / IAC / FURNACE ( CIRCLE ONE)		\$30			SERVICE CABLE: TOP - BOTTOM - RISE - METER		\$40		
ADDITIONAL INSPECTIONS		\$50			SIGN CONNECTION (EACH SIGN)		\$40		
CARNIVAL / FESTIVAL / OUTDOOR EVENT / FOOD TRUCK		\$120			SOLAR PANEL SERVICE		\$50		
CIRCUITS		\$20			SPACE HEAT / RANGES / OVEN (EACH)		\$20		
DISHWASHER		\$20			TEMP SERVICE WITH ROUGH INSPECTION		\$50		
ELECTRIC CAR CHARGER		\$35			WATER HEATER		\$30		
FIRE ALARMS ( COMMERCIAL - PER 5)		\$65							
GARBAGE DISPOSAL		\$20							
TOTAL PERMIT FEE:									180-

Section 23A of the State Construction Code Act of 1972, Act No. 230 of the Public Act of 1972, being Section 125.1523A of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential structure. Violators of Sec. 23A are subject to civil fines.

****ALL PERMITS MAILED IN BY CONTRACTORS MUST INCLUDE A SELF-ADDRESSED STAMPED ENVELOPE FOR THE PERMIT TO BE MAILED TO YOU.**

**\$75 FEE: MISSED INSPECTION / RE-INSPECTION / ADDT'L INSPECTION AFTER PERMIT ISSUED**

EFFECTIVE: 12/1/2023

# CITY OF DEARBORN HEIGHTS

Department of Building and Engineering  
6045 Fenton - Dearborn Heights, MI 48127  
313-791-3470

DATE

4-29-24

CLERK

*Handwritten initials*

NAME

*Samuel A.*

QUAN.

DESCRIPTION / ADDRESS

AMOUNT

BUILDING

PLUMBING

ELECTRICAL

HEATING

REFRIG.

SIGN

DEMO

UTILITY / DISRUPT.

FIRE SUPPRESS.

FOOD TRUCK

SIDEWALK / CURB / APPR.

PLAN REVIEW ☐ REGIS. ☐

PC ☐ ZBA ☐ DEMO ☐

MISC.

C/O: RES. ☐ COMM'L ☐ RENTAL ☐

VACANT

DATE

JOB ADDRESS:

TIME

No. 224003

Amount \$180.00  
Posting Date: 04/29/2024  
Ref BUILDING DEPT RECEIPTS  
Receipt 1090597

*180*

Date Entered 04/29/2024 2:19:48 PM

## CITY OF DEARBORN HEIGHTS

## DEPARTMENT OF BUILDING and ENGINEERING

6045 Fenton — Dearborn Heights, MI 48127 — 277-7306

## BOND APPLICATION

No. 5430

DATE

10-30-23

LOCATION

6609 N. Telegraph

LOT NO. &amp; SUBDIVISION

Burgerfatti

NAME

Samer Alkhafail

PHONE NO.

ADDRESS

6952 Colonial, Bld 48127

TYPE OF BOND

Clean Up

AMOUNT OF BOND \$

500.00

BOND WILL BE FORFEITED (2) YEARS FROM DATE OF ISSUE IF  
ITEMS OUTSTANDING.

RECEIPT NO.

CITY OF DEARBORN HEIGHTS  
Date Entered 10/30/2023 2:29:20 PM  
Posting Date: 10/30/2023  
Ref STREET PROTECTION BONDS  
Receipt 1058620  
Amount \$500.00

DISPOSITION OF BOND AS FOLLOWS:

DIRECTOR OF PUBLIC WORKS

CLERK

PERMITTEE

FORM NO. 49-1019

ORIGINAL

*Renewing at council 5-14-24







GBW  
4/30/24



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/29/2023

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

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

<b>PRODUCER</b> Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> (888) 202-3007 <b>E-MAIL ADDRESS:</b> contact@hiscox.com <b>FAX (A/C, No):</b> <b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Hiscox Insurance Company Inc <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b> <b>NAIC #</b> 10200
<b>INSURED</b> BURGERATTI, LLC [REDACTED]	

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CGL is on BOP Form GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			P102.298.858.1	09/05/2023	09/05/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N <input type="checkbox"/> N / A						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

**CERTIFICATE HOLDER****CANCELLATION**

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

AUTHORIZED REPRESENTATIVE

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# CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)  
08/29/2023

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

<b>PRODUCER</b> Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b> 844-357-0403	<b>FAX (A/C, No):</b>
<b>INSURED</b> BURGERATTI, LLC 	<b>E-MAIL ADDRESS:</b> contact@hiscox.com	
	<b>PRODUCER CUSTOMER ID:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Hiscox Insurance Company Inc.	<b>NAIC #</b> 10200
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		

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

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
6952 colonial st, Dearborn Heights, MI 48127

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

INSR LTR	TYPE OF INSURANCE		POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
A	<input checked="" type="checkbox"/>	PROPERTY	P102.298.858.1	09/05/2023	09/05/2024		
		CAUSES OF LOSS				<input checked="" type="checkbox"/> BUILDING	\$
						<input checked="" type="checkbox"/> PERSONAL PROPERTY	\$ \$ 25,000
		BASIC				<input checked="" type="checkbox"/> BUSINESS INCOME	\$
		BROAD				<input checked="" type="checkbox"/> EXTRA EXPENSE	\$
	<input checked="" type="checkbox"/>	SPECIAL					\$
						RENTAL VALUE	\$
		EARTHQUAKE				BLANKET BUILDING	\$
		WIND				BLANKET PERS PROP	\$
		FLOOD				BLANKET BLDG & PP	\$
							\$
							\$
							\$
							\$
		INLAND MARINE	TYPE OF POLICY				\$
		CAUSES OF LOSS					\$
		NAMED PERILS					\$
			POLICY NUMBER				\$
							\$
							\$
		CRIME	TYPE OF POLICY				\$
							\$
							\$
		BOILER & MACHINERY / EQUIPMENT BREAKDOWN					\$
							\$
							\$
							\$
							\$
							\$

SPECIAL CONDITIONS / OTHER COVERAGES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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## Lease of Parking Space for Food Truck and Trailer

Agreement made on the 30 day of October, 20 23, between  
Konja Inc BDA video exclusive of 6609 N. Telegraph road,  
(Named of Lessor) (street address)  
Dearborn Heights, MI 48127, referred to herein as **Lessor**; and  
(city, county, state, zip code)  
Samer AlkhaFaji -Burgeratti of [REDACTED],  
(Name of Lessee) (street address)  
[REDACTED], referred to herein as **Lessee**.  
(city, county, state, zip code)

**Whereas**, Lessor is the sole owner of that certain Parking Facility located at 6609 N. Telegraph road  
Dearborn Heights, MI 48127  
(street address, city, county, state, zip code)

and more fully described below, part of which Lessor desires to lease to Lessee; and

**Whereas**, the parties desire to enter into a lease agreement to define their respective rights, duties, and liabilities concerning such a lease;

**Now, therefore**, for and in consideration of the mutual covenants contained in this agreement, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

**I. Demise and Description of Premises.** Lessor hereby leases to Lessee the Parking Space numbered NA in the Parking Facility located at 6609 N. Telegraph Road,  
(street address of building)  
Dearborn Heights, MI 48127, consisting of the property shown in  
(city, county, state, zip code)

red on the drawing of the Facility attached hereto as **Exhibit A**. Said Parking Facility is hereafter referred to as the **Facility**.

**II. Term.** The term of the Lease shall be (*number*) months, commencing on the 1 day of November, 20 23, and terminating on the 1 day of November, 20 25, unless sooner terminated under the provisions of this Lease.

**III. Rent.** During the term of this Lease, Lessee shall pay to Lessor rental of \$ 1,000 per month, payable in advance and due on the 1st day of each month, except that the first installment of \$ _____, will be due and payable on the execution of this Lease Agreement. Rent checks shall be made payable Lessor and mailed or delivered to _____  
Konja Inc 6609 N. Telegraph road Dearborn Heights, MI 48127,  
(street address, city, county, state, zip code)  
or to such other address as Lessor shall notify Lessee of in writing at _____  
NA

(street address, city, county, state, zip code).

**IV. Use of Parking Space.** The Parking Space is to be used for the purposes of parking a Food Trailer and Truck, hereinafter referred to as **Truck**. Lessee shall restrict use of the Parking Space to such purposes and shall not use or permit the use of the Parking Space for any other purpose without the prior, express, and written consent of Lessor.

**V. Lessee's Covenants.** Lessee covenants with Lessor as follows:

**A. To Pay Rent.** To pay the rent at the times and in the manner set forth above in **Section III**.

**B.** To pay for all utilities resulting from leasing the Parking Space. Said utilities shall consist of such items as electricity, gas, and water.

**C. Repairs.** To pay for any necessary repairs to the Parking Space.

**D. Improper Use.** Not to make or suffer any unlawful, improper, or offensive use of the Parking Space, nor any use of the Parking Space other than the business purpose specified in **Section IV**.

**E. To Conform to Regulations.** To conform to such reasonable regulations as may be established from time to time by the Lessor for the general convenience of the other lessees of the Facility.

**F. Heating and Lighting Apparatus.** Any heating or lighting apparatus which may be used on the Parking Space shall be of such kind as the Lessor shall approve.

**G. Not to Increase Insurance Rate.** Not to carry upon the Facility anything which would increase the rate of premiums for insurance upon the Facility or its contents.

**H. To Permit Lessor to Enter.** To permit the Lessor at all reasonable times to enter upon and examine the Parking Space and make such repairs as may think necessary for the protection of the Facility.

**I. Not to Assign or Sublet.** Not to assign this Lease or to sublet the whole or any part of the Parking Space without the consent in writing of the Lessor.

**J. To Yield up in Good Repair.** At the end of the term to peaceably deliver up to the Lessor the Parking Space, in good repair, vacant and unencumbered, and in good order and condition.

**K. Compliance with Laws.** In relation to this Lease, all applicable governmental laws, regulations, orders, and other rules of duly-constituted authorities will be followed and complied with in all respects.

**L. Security Deposit.** To give Lessor and Lessee agrees that Lessor will receive from Lessee the sum of one month's rent (the *Deposit*) as a security deposit in connection with this Lease for the Parking Space. Lessor and Lessee agree that Lessor will continue to hold the Deposit as a security deposit for the full and faithful performance by Lessee of each and every covenant, term and condition of this Lease. The Deposit shall be returned to Lessee within NA days after the expiration of the Term of this Lease, provided Lessee has fully performed under this Lease. Such sum is not prepaid Rent and shall not be applied by Lessee to the Rent for the last (or any) month of the Term of this Lease, or to any other amount due under this Lease. Lessor shall have the right to comingle such Deposit with any other accounts of Lessor, and shall not be required to keep a separate account for such security deposit. Lessor shall have the right to apply any part of the deposit to cure any default of Lessee, and if Lessor does so, Lessee shall upon demand deposit with Lessor the amount so applied so that Lessor shall have the full Deposit on hand at all times during the Lease Term. The Deposit under this Lease shall not be assigned or encumbered by Lessee without the written consent of Lessor, and any such assignment or encumbrance without such consent shall be void.

## **VI. Liability.**

**A.** Lessee shall defend, indemnify and hold harmless Lessor, including their respective members, agents, employees and assignees, from and against all causes of action, claims, damages, losses and expenses, including reasonable attorney's fees, resulting from or arising out of bodily injury or death, or damage to or destruction of the Parking Space, in connection with Lessee's use or occupancy of the Parking Space, except to the extent caused by Lessor's negligence or misconduct. Moreover, Lessor shall not be liable for any damage or injury to the Parking Space or to any property thereon, to Lessee, its agents, contractors, employees, invitees or licensees, arising from any use or condition of the Parking Space, including but not limited to any injury or damage to persons or property resulting from fire, explosion, collapse, falling plaster, steam, gas, electricity, water, rain or leaks from any part of the Parking Space. Lessee shall defend, indemnify and hold Lessor harmless from and against any and all causes of action, claims, damages, losses and expenses, including reasonable attorney's fees, in connection therewith, in all cases except to the extent caused by Lessor's negligence or misconduct. In addition, Lessee shall indemnify and hold Lessor harmless against any and all claims, expenses, demands, losses, costs, fines or liabilities of any kind or nature (including but not limited to those arising from personal injury, death or property damage) in any way related to or arising out of:

1. The storage, use, manufacture or presence of any unpermitted Hazardous Substances (as defined below) on the Parking Space; and
2. The failure by Lessee to conform to any applicable federal, state or local law, rule, regulation or order related to Hazardous Substances.

**B.** As used in this Lease, "**Hazardous Substances**" shall mean but not be limited to the term "**hazardous substances**" shall mean all hazardous and toxic substances, wastes

or materials, any pollutants or contaminants (including asbestos and raw materials which include hazardous constituents), or any other similar substances, or materials which are included under or regulated by any local, state or federal law, rule or regulation pertaining to environmental regulation, contamination or cleanup, including the Comprehensive Environmental Response, Compensation, and Liability Act as amended, and the Resource Conservation and Recovery Act as amended, and/or any state lien or state superlien or environmental cleanup statutes.

## **VII. Insurance.**

**A.** Lessee shall, at its expense, at all times during the Term of this Lease maintain in force a policy or policies of **(i)** comprehensive public liability insurance, including liability for both bodily injury and property damage, against claims for loss of life, bodily injury, and property damage occurring in, on, or about the Leased Premises or with respect to the operations of Lessee in the Leased Premises, in which the limit of public liability coverage shall be not less than \$ 100,000 combined single limit, for bodily injury, death, and property damage liability, and **(ii)** special coverage casualty insurance covering property and inventory used or stored at the Leased Premises. The policy of public liability insurance set forth in **(i)** above shall be written by one or more insurance companies licensed to do business in the state of Michigan, shall name Lessor as additional insured and as the certificate holder thereof, and shall not be cancelable or amendable for any cause without first giving Lessor 30 days prior written notice. A certificate of the insurance or, at the request of Lessor, a duplicate original of the policy, shall be delivered to Lessor on or before the Commencement Date, and certificates or, at the request of Lessor, duplicate originals of the policy with respect to all renewals, extensions or replacements thereof shall thereafter be furnished to Lessor at least 30 days prior to the expiration or cancellation of any policies which they replace.

**B.** All policies set forth in **Paragraph A** above shall be written on an occurrence basis.

## **VIII. Liability.**

**A.** Lessee shall defend, indemnify and hold harmless Lessor, including Lessor's respective members, agents, employees and assignees, from and against all causes of action, claims, damages, losses and expenses, including reasonable attorney's fees, resulting from or arising out of bodily injury or death, or damage to or destruction of Parking Space, in connection with Lessee's use or occupancy of the Parking Space, except to the extent caused by Lessor's negligence or misconduct. Moreover, Lessor shall not be liable for any damage or injury to the Parking Space or to any property thereon, to Lessee, his agents, contractors, employees, invitees or licensees, arising from any use or condition of the Parking Space, including but not limited to any injury or damage to persons or property resulting from fire, explosion, steam, gas, electricity, water, or leaks from any part of the Parking Space, except to the extent caused by Lessor's negligence or misconduct. Lessee shall defend, indemnify and hold Lessor harmless from and against any and all causes of action, claims, damages, losses and expenses, including reasonable attorney's fees, in connection therewith in all cases except to the extent caused by

Lessor's negligence or misconduct. In addition, Lessee shall indemnify and hold Lessor harmless against any and all claims, expenses, demands, losses, costs, fines or liabilities of any kind or nature (including but not limited to those arising from personal injury, death or property damage) in any way related to or arising out of:

1. The storage, use, manufacture or presence of any unpermitted Hazardous Substances (as defined below) on the Leased Premises;
2. The performance by Lessee of any inspection, investigation, study, sampling, testing, removal, containment or other remedial action or other cleanup related to Hazardous Substances; and
3. The failure by Lessee to conform to any applicable federal, state or local law, rule, regulation or order related to Hazardous Substances.

**B.** As used in this Lease, "**Hazardous Substances**" shall mean but not be limited to the term "**hazardous substances**" shall mean all hazardous and toxic substances, wastes or materials, any pollutants or contaminants (including asbestos and raw materials which include hazardous constituents), or any other similar substances, or materials which are included under or regulated by any local, state or federal law, rule or regulation pertaining to environmental regulation, contamination or cleanup, including the Comprehensive Environmental Response, Compensation, and Liability Act as amended, and the Resource Conservation and Recovery Act as amended, and/or any state lien or state superlien or environmental cleanup statutes.

**X. Insurance.**

**A.** Lessee shall, at its expense, at all times during the Term of this Lease maintain in force a policy or policies of **(i)** comprehensive public liability insurance, including liability for both bodily injury and property damage, against claims for loss of life, bodily injury, and property damage occurring in, on, or about the Leased Premises or with respect to the operations of Lessee in the Leased Premises, in which the limit of public liability coverage shall be not less than \$ _____ combined single limit, for bodily injury, death, and property damage liability, and **(ii)** special coverage casualty insurance covering property and inventory used or stored at the Leased Premises. The policy of public liability insurance set forth in **(i)** above shall be written by one or more insurance companies licensed to do business in the state of _____, shall name Lessor as additional insured and as the certificate holder thereof, and shall not be cancelable or amendable for any cause without first giving Lessor _____ days prior written notice. A certificate of the insurance or, at the request of Lessor, a duplicate original of the policy, shall be delivered to Lessor on or before the Commencement Date, and certificates or, at the request of Lessor, duplicate originals of the policy with respect to all renewals, extensions or replacements thereof shall thereafter be furnished to Lessor at least _____ days prior to the expiration or cancellation of any policies which they replace.



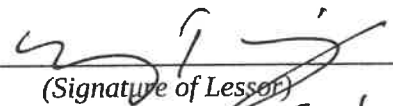
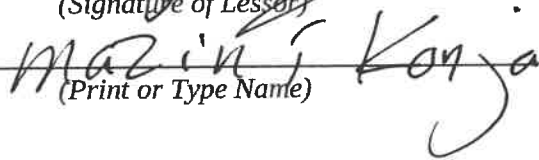
**B.** All policies set forth in **Paragraph A** above shall be written on an occurrence basis.

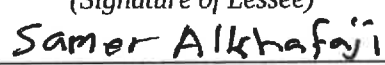
**XI. Lessor's Covenants.** Lessee shall peaceably hold and enjoy the Parking Space without hindrance on the part of the Lessor.

**XII. Re-entry.** In case of a breach of any of the Lessee's covenants set forth above, or in case the estate created by the Lease shall be taken from the Lessee by process of law or by proceedings in bankruptcy or insolvency or otherwise, the Lessor may, while the default shall continue, or at any time after such taking, and notwithstanding any license or waiver of any prior breach of condition, without notice or demand, enter upon the Premises and by such act terminate this Lease, and may then expel and remove, forcibly, if necessary, the Lessee and its effects, as allowed by law.

**XIII. Mandatory Arbitration.** Notwithstanding the foregoing, and anything herein to the contrary notwithstanding, any dispute under this Agreement shall be required to be resolved by binding arbitration of the parties hereto. If the parties cannot agree on an arbitrator, each party shall select one arbitrator and both arbitrators shall then select a third. The third arbitrator so selected shall arbitrate said dispute. The arbitration shall be governed by the rules of the American Arbitration Association then in force and effect.

WITNESS our signatures as of the day and date first above stated.

By:   
(Signature of Lessor)  
  
(Print or Type Name)

  
(Signature of Lessee)  
  
(Print or Type Name)





## Special Transitory Food Unit (STFU) and Mobile Food Establishment Plan Review Worksheet and Standard Operation Procedures (SOP)

STFU/MOBILE Name: <b>BURGERATTI</b>	
Owner: <b>Samer Alkafaji</b>	
Address: [REDACTED]	
State/Zip: [REDACTED]	
Mark one: <input checked="" type="checkbox"/> STFU <input type="checkbox"/> MOBILE	Date: <b>8/15/23</b>

**Instructions:** It is important to complete this document in its entirety. Sections that are left blank may cause delays in the plan review of your operation. Use additional pages if needed. If a question does not apply, mark the section as "N/A" for 'not applicable'. This document is to be used in conjunction with the "Special Transitory Food Unit and Mobile Food Establishment Plan Review Manual" found at:  
[https://www.michigan.gov/mdard/0,4610,7-125-50772_50775_51203---,00.html](https://www.michigan.gov/mdard/0,4610,7-125-50772_50775_51203---,00.html)

SUBMIT WORKSHEET ALONG WITH STFU/MOBILE FOOD APPLICATION AND FEES TO:

Oakland County Health Division (OCHD)  
 PLAN REVIEW  
 27725 Greenfield Road  
 Southfield MI 48076  
 Phone: 248-424-7190

### Food Manager Knowledge

Under the Food Law of 2000, as amended, food establishments are REQUIRED to have a Person in charge (PIC) during all hours of operation and at least one active managerial employee that has completed and obtained a Certified Food Manager (CFM) certificate under a program accredited by American National Standards Institute (ANSI). A list of ANSI accredited programs can be found at: <https://tinyurl.com/y6uxtbzy>

A designated person in charge shall demonstrate knowledge of foodborne disease prevention, application of food safety, HACCP principles, and the requirements of the Food Code.

*Michael Cox*  
 SEP 18 2023

Certified Food Manager (CFM) Certificate submitted:

☒ YES ☐ NO

Employee currently in or signed up for CFM class:

☒ YES ☐ NO

If YES, submit invoice for class or add comment: Already certified cert# 24334804

By initialing this statement, I verify that food establishment operations may not be conducted in a private home, a room used as living or sleeping quarters, or an area directly opening into a room used as living or sleeping

Burgeratti

A BITE OF HAPPINESS, EVERY SINGLE TIME

©2488452640

www.burgeratti.com

666

at Market.com

Special Transitory Food Unit

SST 4882  
F24-047  
Burgeratti  
Wayne  
County

Expires:  
April 30,  
2025

Michigan Department of Agriculture & Rural Development

Special Transitory Food Unit

#3905  
Oakland  
County  
Burgeratti

Expires:  
April 30,  
2024

Michigan Department of Agriculture & Rural Development

Burgeratti

# CITY OF DEARBORN HEIGHTS APPLICATION FOR TEMPORARY FOOD TRUCK/TENT/CART LICENSE APPLICATION

NAME OF APPLICANT Hartham Jawad

BUSINESS NAME ~~Vibe~~ Hank's Panckr Donuts PHONE # 313-442-2048

LOCATION WITHIN THE CITY (ADDRESS & ZIP CODE) 6609 N. Telegraph rd. Dearborn Hts.

TYPE OF VEHICLE TO BE USED Trailer VEHICLE PLATE # _____  
(if applicable) (if applicable)

HAS THE ABOVE PERSON EVER BEEN CONVICTED OF:

A FELONY: YES _____ NO ☒ A MISDEMEANOR: YES _____ NO ☒

IF YES, BRIEFLY STATE REASON (S) _____

The applicant voluntarily and knowingly is signing this application with full admission and acknowledgment that operating the food truck and/or tent is not in violation of any terms or conditions of probation or parole, if applicable, and is signing under pains and penalties of perjury.

SIGNATURE: _____

DATE: 04/22/24**FOR CLERK'S OFFICE USE ONLY**

BACKGROUND CHECK:

APPROVED BY: G. Semaniuk DISSAPPROVED BY: _____DATE: 5-6-24 DEPARTMENT REMARKS: _____

## PLEASE SEE NEXT PAGE FOR ADDITIONAL REQUIREMENTS

CITY OF DEARBORN HEIGHTS  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127  
Phone : 313-791-3410

Received From: HANKY PANKY DONUTS  
HAITHAM JAWAD

Date: 05/06/2024 Time: 2:00:45 PM

Posting Date: 05/06/2024

Receipt: 1091417

Cashier: mouredtin

ITEM REFERENCE AMOUNT

BL BUSINESS LICENSING  
00014316 \$150.00

SUB-TOTAL \$150.00

Total Tendered: \$150.00

ORDER #: 155771827

Credit Card Type Visa

CC Processing Fee \$4.50

GENERAL FUND CC XXXXXXXXXXXX4165

Grand Total: \$154.50

Change: \$0.00

Signature

Invoice #:  
00014316

License #:  
BL-24-000013634

License Type:  
BUSINESS LICENSE

Application Date:  
05/06/2024

Expiration Date:  
11/10/2024

Fee Items

Amount

TRANSIENT MERCHANT 180 DAYS 150.00

\$150.00

PAID  
CITY OF DEARBORN HEIGHTS  
MAY 06 2024

BY _____ CK # _____

Billing/Invoice Date:

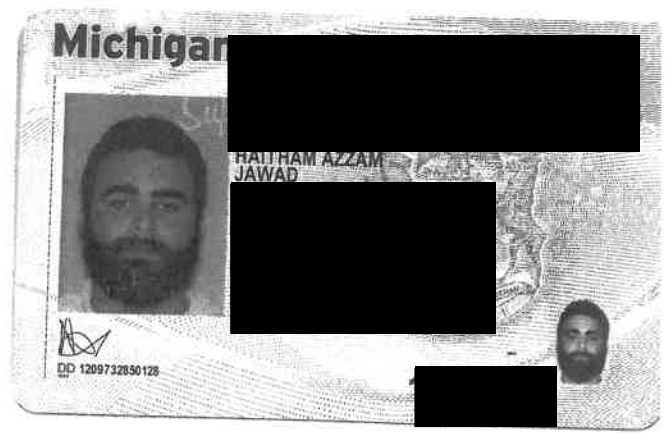
05/06/2024

Total Due:

\$150.00

HANKY PANKY DONUTS









ICHAT

INTERNET CRIMINAL HISTORY ACCESS TOOL

BROUGHT TO YOU BY



**Information Provided**

Name : Haitham Jawad

Date of Birth

Gender

Race

Reason

Amount Paid

Order Date : 5/3/2024 2:27:24 PM

Miscellaneous No :

A SEARCH OF MICHIGAN'S CRIMINAL HISTORY FILE HAS NOT LOCATED A CRIMINAL RECORD THAT EXACTLY MATCHES THE INFORMATION THAT YOU HAVE PROVIDED.

DATE PRINTED: 5/3/2024

Page 1



# CITY OF DEARBORN HEIGHTS / ELECTRICAL PERMIT APPLICATION

Department of Building and Engineering

6045 Fenton Ave., Dearborn Heights, MI 48127

PHONE #: 313-791-3470 / building.dept@dearbornheightsmi.gov

*Council mtg: 5-14-24*

Applicant is: CONTRACTOR OR HOMEOWNER ✓

* Address of Work: 6009 N. Telegraph Dearborn

Homeowner: Hathorn Javed

Contractor Business Name: Henry Pankey Donstr

Licenseholder / Applicant Name: _____

DATE: 04/28/24

EMAIL: Henry Pankey Donstr @ gmail.com

PHONE #: 313-442-2048

PHONE #: _____

SIGNATURE: [Signature]

FIXTURES	FEE	NO.	TOTAL	FIXTURES	FEE	NO.	TOTAL
BASE FEE	\$60.00	1	\$60.00	GENERATOR : INCLUDE KW			
100 AMP SERVICE	\$40			LOW VOLTAGE / ALARM INSTALLATION	\$35		
101 TO 200 AMP SERVICE	\$60			MINOR WIRING	\$50		
OVER 200 AMP PRIMARY SERVICE	\$70			MOTORS / FRACTIONAL H.P.	\$30		
1 - 25 LIGHT FIXTURES / SOCKETS	\$35			NEON LIGHTS (PER 25')	\$30		
ADDITIONAL SET OF LIGHT FIXTURES/ SOCKETS	\$25			POOL / SPA	\$30		
AC / IAC / FURNACE ( CIRCLE ONE)	\$30			SERVICE CABLE: TOP - BOTTOM - RISE - METER	\$40		
ADDITIONAL INSPECTIONS	\$50			SIGN CONNECTION (EACH SIGN)	\$40		
CARNIVAL / FESTIVAL / OUTDOOR EVENT / FOOD TRUCK	\$120	1	120	SOLAR PANEL SERVICE	\$50		
CIRCUITS	\$20			SPACE HEAT / RANGES / OVEN (EACH)	\$20		
DISHWASHER	\$20			TEMP SERVICE WITH ROUGH INSPECTION	\$50		
ELECTRIC CAR CHARGER	\$35			WATER HEATER	\$30		
FIRE ALARMS ( COMMERCIAL - PER 5)	\$65						
GARBAGE DISPOSAL	\$20						
				<b>TOTAL PERMIT FEE:</b>			<u>180</u>

Section 23A of the State Construction Code Act of 1972, Act No. 230 of the Public Act of 1972, being Section 125.1523A of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential structure. Violators of Sec. 23A are subject to civil fines.

****ALL PERMITS MAILED IN BY CONTRACTORS MUST INCLUDE A SELF-ADDRESSED STAMPED ENVELOPE FOR THE PERMIT TO BE MAILED TO YOU.**

**\$75 FEE: MISSED INSPECTION / RE-INSPECTION / ADDT'L INSPECTION AFTER PERMIT ISSUED**

EFFECTIVE: 12/1/2023

# CITY OF DEARBORN HEIGHTS

Department of Building and Engineering  
6045 Fenton • Dearborn Heights, MI 48127  
313-791-3470

DATE 4-30-24 CLERK KY

NAME H. Gward

QUAN.	DESCRIPTION / ADDRESS	AMOUNT
	BUILDING	
	PLUMBING	
	ELECTRICAL	
	HEATING	
	REFRIG.	
	SIGN	
	DEMO	
	UTILITY / DISRUPT.	
	FIRE SUPPRESS.	
1	FOOD TRUCK <u>6009 N. Telegraph</u>	180
	SIDEWALK / CURB / APPR.	
	PLAN REVIEW <input type="checkbox"/> REGIS. <input type="checkbox"/>	
	PC <input type="checkbox"/> ZBA <input type="checkbox"/> DEMO <input type="checkbox"/>	
	MISC. RENTAL REGIS.	
	C/O: RES. <input type="checkbox"/> COMM'L <input type="checkbox"/> RENTAL <input type="checkbox"/>	
	VACANT OCCUPIED	
	DATE TIME	
	JOB ADDRESS:	

No. **224033**

Amount \$180.00  
Posting Date: 04/30/2024  
Ref BUILDING DEPT RECEIPTS  
Receipt 1090828  
Date Entered 04/30/2024 1:58:24 PM  
CITY OF DEARBORN HEIGHTS

180

**CITY OF DEARBORN HEIGHTS**  
**DEPARTMENT OF BUILDING and ENGINEERING**  
6045 Fenton — Dearborn Heights, MI 48127 — 277-7306

**BOND APPLICATION** No. **5440**

DATE 4-30-24

LOCATION 6609 N. Telegraph  
LOT NO. & SUBDIVISION Donkey Poultry Donuts  
NAME Barthann Johnson PHONE NO. _____  
ADDRESS _____

TYPE OF BOND Clean Up Bond AMOUNT OF BOND \$ 500.00  
RECEIPT NO. _____

**BOND WILL BE FORFEITED (2) YEARS FROM DATE OF ISSUE IF  
ITEMS OUTSTANDING.**

DISPOSITION OF BOND AS FOLLOWS:

CITY OF DEARBORN HEIGHTS  
Date Entered 04/30/2024 1:57:28 PM  
Posting Date: 04/30/2024  
Ref STREET PROTECTION BONDS  
Receipt 1090827  
Amount \$500.00

DIRECTOR OF PUBLIC WORKS

CLERK

PERMITTEE

FORM NO. 49-1019

ORIGINAL

Proposed Food Truck Location

APPROVED  
DATE 4-30-24

Need dimensions  
24' x 8'



**Michigan Department of Agriculture  
& Rural Development (MDARD)  
Special Transitory Food Unit (STFU)**

**APPLICANT/BUSINESS CONTACT INFORMATION:**

Organization/Business Name: Hanky Panky Donuts LLC

Main Contact: Haitham Jawad

Email: hankypankydonuts@gmail.com

Alternative Contact: Name: _____ Phone: _____

License  
Number: SST4882351328

Name of the Local Health Department (LHD) where STFU is licensed: Wayne  
Or  
If MDARD licensed, list the county where licensed: _____  
(county)

**EQUIPMENT LIST:**

**A Hand Wash Station**

- ☒ Large insulated container with a spigot, warm water, hand soap, paper towels and a large catch bucket
- ☒ Hand sink
- ☒ Self-contained portable unit
- ☐ Other _____

**B Cooking/Reheating Equipment**

- ☐ Grill/BBQ
- ☒ Fryer
- ☐ Oven
- ☐ Roaster
- ☐ Other _____

**C Cold/Hot Holding Equipment**

- ☐ Ice chest/cooler with ice
- ☒ Refrigerator
- ☒ Freezer
- ☐ Steam table
- ☐ Grill/BBQ
- ☐ Chafing dish w/ fuel
- ☐ Slow cooker/roaster
- ☐ Other _____

**D Floor/Overhead Protection***

- ☒ Food is prepared & served indoors
- ☒ Floors are cleanable and impermeable
- Describe: _____
- ☐ Canopy/tent
- ☒ Screening
- ☐ Other _____

**E Cleaning/Sanitizing**

- ☒ Three basins to wash (dish soap), rinse (clear water) and sanitize (sanitizer)
- ☒ Extra utensils
- ☒ Bucket with sanitizing solution and wiping cloth(s)
- ☒ Sanitizer

**F Other**

- ☒ Chemical test strips to test sanitizer solution
- ☒ Metal stem thermometer
- ☒ Gloves
- ☒ Hair restraints
- ☒ Electricity available
- ☒ Water source (circle all that apply)
- ☐ Municipal/City ☐ Water Well ☐ Bottled

Operation: Start Date: 04/30/24 End Date: 04/30/25

For Office Use Only

APPROVED ☒ DENIED _____

COMMENTS:

*Transitory STFU license while awaiting 2025 sticker*

FOR LOCAL HEALTH DEPARTMENT USE:

Notes:

Amount Paid: _____ Receipt Number: _____

## STFU (Special Transitory Food Unit) Inspection Report

(As delegated under PA 92 of 2000, as amended, by the Michigan Department of Agriculture and Rural Development)

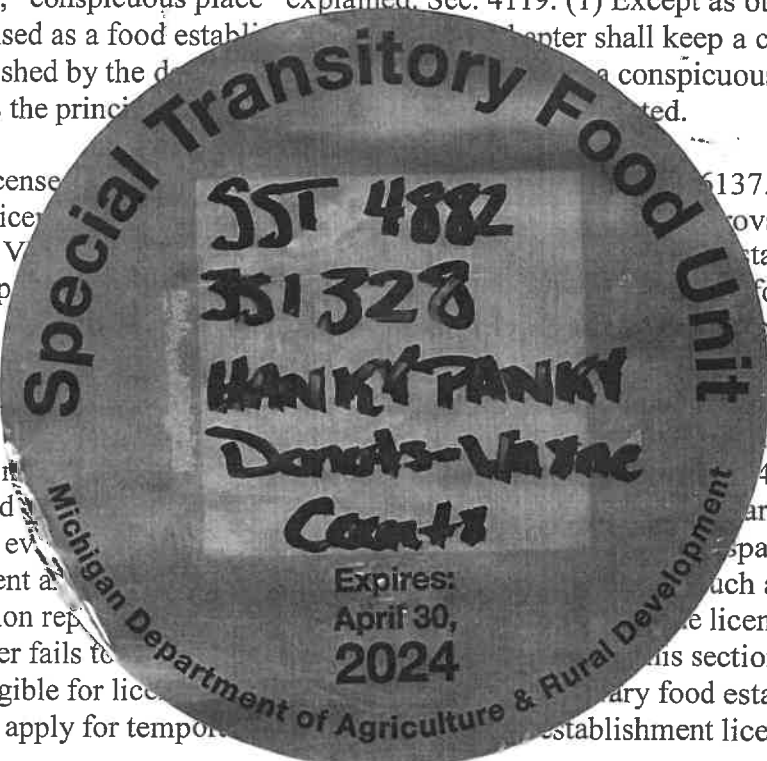
Based on an evaluation this day, the items marked below are violations of the Michigan Food Law, PA 92 of 2000, as amended. Failure to comply with this notice may result in license suspension and/or other legal action up to and including revocation of license. You have the right to appeal any violations listed.

<b>Establishment Name</b>	<b>License Number</b>
<b>Person In Charge</b>	<b>Licensing Health Department</b>
<b>Phone Number/Email Address</b>	<b>Date</b>
<input type="checkbox"/> No License On Unit <input type="checkbox"/> No SOPs on Unit	<input type="checkbox"/> Notification of Intent to Operate Not Submitted <input type="checkbox"/> Notification of Intent to Operate Submitted Late

Michigan Food Law of 2000, as amended states:

§289.4119 Posting and display of license; "conspicuous place" explained. Sec. 4119. (1) Except as otherwise provided in subsection (2), a person licensed as a food establishment shall keep a copy of the current license or temporary license furnished by the department in a conspicuous place for public inspection. A conspicuous place is the principal place of business.

§289.6137 Special transitory food unit license. (1) To qualify for a special transitory food unit license, a person must meet the following requirements: (a) Keep a copy of the approved standard operating procedures for the unit. (b) Operate in accordance with the health department in writing of each location in service. The license holder shall mail the request 14 days before any food is served or prepared. While in operation, request and receive 2 evaluations. (c) Before serving food within the health department in writing of each location in service. The license holder shall mail the request 14 days before any food is served or prepared. While in operation, request and receive 2 evaluations. (d) Send a copy of all evaluation reports to the health department within 30 days after receipt. (3) If a license holder fails to comply with this section or the food code, the food establishment is ineligible for license for the following licensing year and must apply for temporary food establishment licenses.



**Person in Charge Signature**

**Inspector Signature**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/09/2024

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

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

<b>PRODUCER</b> Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> (888) 202-3007 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> contact@hiscox.com														
<b>INSURED</b> HANKY PANKY DONUTS LLC [REDACTED]	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A: Hiscox Insurance Company Inc</td><td>10200</td></tr><tr><td>INSURER B:</td><td></td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Hiscox Insurance Company Inc	10200	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: Hiscox Insurance Company Inc	10200														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

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

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS			
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	P101.352.418.3	05/24/2024	05/24/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000			
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$			
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$			
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$			

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

**CERTIFICATE HOLDER****CANCELLATION**

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

AUTHORIZED REPRESENTATIVE

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## Lease of Parking Space for Food Truck and Trailer

Agreement made on the 29th day of April, 2024, between  
Konja Inc BPA Video Exclusive of 6609 N. Telegraph rd,  
(Named of Lessor) (street address)  
Dearborn Hts MI 48127, referred to herein as Lessor; and  
(city, county, state, zip code)  
Hai than Juwad - HANKY RANKY DENT

Whereas, Lessor is the sole owner of that certain Parking Facility located at 6609 N. Telegraph rd  
Dearborn Hts MI 48127  
(street address, city, county, state, zip code)

and more fully described below, part of which Lessor desires to lease to Lessee; and

Whereas, the parties desire to enter into a lease agreement to define their respective rights, duties, and liabilities concerning such a lease;

Now, therefore, for and in consideration of the mutual covenants contained in this agreement, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

**I. Demise and Description of Premises.** Lessor hereby leases to Lessee the Parking Space numbered NA in the Parking Facility located at 6609 N. Telegraph rd,  
(street address of building)  
Dearborn Hts MI 48127, consisting of the property shown in  
(city, county, state, zip code)

red on the drawing of the Facility attached hereto as **Exhibit A**. Said Parking Facility is hereafter referred to as the **Facility**.

**II. Term.** The term of the Lease shall be (number) months, commencing on the 29 day of April, 2024, and terminating on the 29 day of April, 2024, unless sooner terminated under the provisions of this Lease.

**III. Rent.** During the term of this Lease, Lessee shall pay to Lessor rental of \$ 700 per month, payable in advance and due on the 1st day of each month, except that the first installment of \$ _____, will be due and payable on the execution of this Lease Agreement. Rent checks shall be made payable Lessor and mailed or delivered to  
Konja Inc 6609 N. Telegraph Dearborn Hts MI 48127  
(street address, city, county, state, zip code)

or to such other address as Lessor shall notify Lessee of in writing at _____  
N/A  
(street address, city, county, state, zip code).



**IV. Use of Parking Space.** The Parking Space is to be used for the purposes of parking a Food Trailer and Truck, hereinafter referred to as **Truck**. Lessee shall restrict use of the Parking Space to such purposes and shall not use or permit the use of the Parking Space for any other purpose without the prior, express, and written consent of Lessor.

**V. Lessee's Covenants.** Lessee covenants with Lessor as follows:

**A. To Pay Rent.** To pay the rent at the times and in the manner set forth above in **Section III**.

**B.** To pay for all utilities resulting from leasing the Parking Space. Said utilities shall consist of such items as electricity, gas, and water.

**C. Repairs.** To pay for any necessary repairs to the Parking Space.

**D. Improper Use.** Not to make or suffer any unlawful, improper, or offensive use of the Parking Space, nor any use of the Parking Space other than the business purpose specified in **Section IV**.

**E. To Conform to Regulations.** To conform to such reasonable regulations as may be established from time to time by the Lessor for the general convenience of the other lessees of the Facility.

**F. Heating and Lighting Apparatus.** Any heating or lighting apparatus which may be used on the Parking Space shall be of such kind as the Lessor shall approve.

**G. Not to Increase Insurance Rate.** Not to carry upon the Facility anything which would increase the rate of premiums for insurance upon the Facility or its contents.

**H. To Permit Lessor to Enter.** To permit the Lessor at all reasonable times to enter upon and examine the Parking Space and make such repairs as may think necessary for the protection of the Facility.

**I. Not to Assign or Sublet.** Not to assign this Lease or to sublet the whole or any part of the Parking Space without the consent in writing of the Lessor.

**J. To Yield up in Good Repair.** At the end of the term to peaceably deliver up to the Lessor the Parking Space, in good repair, vacant and unencumbered, and in good order and condition.

**K. Compliance with Laws.** In relation to this Lease, all applicable governmental laws, regulations, orders, and other rules of duly-constituted authorities will be followed and complied with in all respects.

**L. Security Deposit.** To give Lessor and Lessee agrees that Lessor will receive from Lessee the sum of one month's rent (the *Deposit*) as a security deposit in connection with this Lease for the Parking Space. Lessor and Lessee agree that Lessor will continue to hold the Deposit as a security deposit for the full and faithful performance by Lessee of each and every covenant, term and condition of this Lease. The Deposit shall be returned to Lessee within        days after the expiration of the Term of this Lease, provided Lessee has fully performed under this Lease. Such sum is not prepaid Rent and shall not be applied by Lessee to the Rent for the last (or any) month of the Term of this Lease, or to any other amount due under this Lease. Lessor shall have the right to comingle such Deposit with any other accounts of Lessor, and shall not be required to keep a separate account for such security deposit. Lessor shall have the right to apply any part of the deposit to cure any default of Lessee, and if Lessor does so, Lessee shall upon demand deposit with Lessor the amount so applied so that Lessor shall have the full Deposit on hand at all times during the Lease Term. The Deposit under this Lease shall not be assigned or encumbered by Lessee without the written consent of Lessor, and any such assignment or encumbrance without such consent shall be void.

## **VI. Liability.**

**A.** Lessee shall defend, indemnify and hold harmless Lessor, including their respective members, agents, employees and assignees, from and against all causes of action, claims, damages, losses and expenses, including reasonable attorney's fees, resulting from or arising out of bodily injury or death, or damage to or destruction of the Parking Space, in connection with Lessee's use or occupancy of the Parking Space, except to the extent caused by Lessor's negligence or misconduct. Moreover, Lessor shall not be liable for any damage or injury to the Parking Space or to any property thereon, to Lessee, its agents, contractors, employees, invitees or licensees, arising from any use or condition of the Parking Space, including but not limited to any injury or damage to persons or property resulting from fire, explosion, collapse, falling plaster, steam, gas, electricity, water, rain or leaks from any part of the Parking Space. Lessee shall defend, indemnify and hold Lessor harmless from and against any and all causes of action, claims, damages, losses and expenses, including reasonable attorney's fees, in connection therewith, in all cases except to the extent caused by Lessor's negligence or misconduct. In addition, Lessee shall indemnify and hold Lessor harmless against any and all claims, expenses, demands, losses, costs, fines or liabilities of any kind or nature (including but not limited to those arising from personal injury, death or property damage) in any way related to or arising out of:

1. The storage, use, manufacture or presence of any unpermitted Hazardous Substances (as defined below) on the Parking Space; and
2. The failure by Lessee to conform to any applicable federal, state or local law, rule, regulation or order related to Hazardous Substances.

**B.** As used in this Lease, "**Hazardous Substances**" shall mean but not be limited to the term "**hazardous substances**" shall mean all hazardous and toxic substances, wastes

or materials, any pollutants or contaminants (including asbestos and raw materials which include hazardous constituents), or any other similar substances, or materials which are included under or regulated by any local, state or federal law, rule or regulation pertaining to environmental regulation, contamination or cleanup, including the Comprehensive Environmental Response, Compensation, and Liability Act as amended, and the Resource Conservation and Recovery Act as amended, and/or any state lien or state superlien or environmental cleanup statutes.

## **VII. Insurance.**

**A.** Lessee shall, at its expense, at all times during the Term of this Lease maintain in force a policy or policies of (i) comprehensive public liability insurance, including liability for both bodily injury and property damage, against claims for loss of life, bodily injury, and property damage occurring in, on, or about the Leased Premises or with respect to the operations of Lessee in the Leased Premises, in which the limit of public liability coverage shall be not less than \$ 100,000 combined single limit, for bodily injury, death, and property damage liability, and (ii) special coverage casualty insurance covering property and inventory used or stored at the Leased Premises. The policy of public liability insurance set forth in (i) above shall be written by one or more insurance companies licensed to do business in the state of 10,000, shall name Lessor as additional insured and as the certificate holder thereof, and shall not be cancelable or amendable for any cause without first giving Lessor _____ days prior written notice. A certificate of the insurance or, at the request of Lessor, a duplicate original of the policy, shall be delivered to Lessor on or before the Commencement Date, and certificates or, at the request of Lessor, duplicate originals of the policy with respect to all renewals, extensions or replacements thereof shall thereafter be furnished to Lessor at least _____ days prior to the expiration or cancellation of any policies which they replace.

**B.** All policies set forth in Paragraph A above shall be written on an occurrence basis.

**VIII. Lessor's Covenants.** Lessee shall peaceably hold and enjoy the Parking Space without hindrance on the part of the Lessor.

**IX. Re-entry.** In case of a breach of any of the Lessee's covenants set forth above, or in case the estate created by the Lease shall be taken from the Lessee by process of law or by proceedings in bankruptcy or insolvency or otherwise, the Lessor may, while the default shall continue, or at any time after such taking, and notwithstanding any license or waiver of any prior breach of condition, without notice or demand, enter upon the Premises and by such act terminate this Lease, and may then expel and remove, forcibly, if necessary, the Lessee and its effects, as allowed by law.

**X. Mandatory Arbitration.** Notwithstanding the foregoing, and anything herein to the contrary notwithstanding, any dispute under this Agreement shall be required to be resolved by binding arbitration of the parties hereto. If the parties cannot agree on an arbitrator, each party shall select one arbitrator and both arbitrators shall then select a third. The third arbitrator so

selected shall arbitrate said dispute. The arbitration shall be governed by the rules of the American Arbitration Association then in force and effect.

WITNESS our signatures as of the day and date first above stated.

By: _____

(Signature of Lessor)

_____

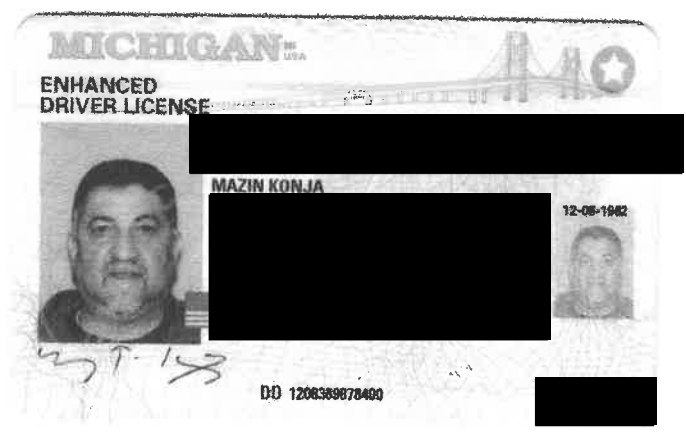
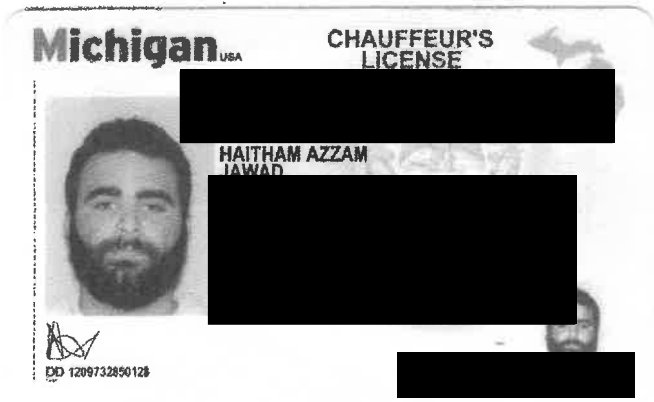
(Print or Type Name)

_____

(Signature of Lessee)

_____

(Print or Type Name)



# CITY OF DEARBORN HEIGHTS APPLICATION FOR TEMPORARY FOOD TRUCK/TENT/CART LICENSE APPLICATION

NAME OF APPLICANT Saeed AlabdrabalnabiBUSINESS NAME chicken cheese PHONE # 408-780-3202* LOCATION WITHIN THE CITY (ADDRESS & ZIP CODE) 27349 w warren st dearborn heightsTYPE OF VEHICLE TO BE USED Trailer VEHICLE PLATE # E 821471  
(if applicable) (if applicable)

HAS THE ABOVE PERSON EVER BEEN CONVICTED OF:

A FELONY: YES _____ NO _____ A MISDEMEANOR: YES _____ NO _____

IF YES, BRIEFLY STATE REASON (S) _____

The applicant voluntarily and knowingly is signing this application with full admission and acknowledgment that operating the food truck and/or tent is not in violation of any terms or conditions of probation or parole, if applicable, and is signing under pains and penalties of perjury.

SIGNATURE: Saeed AlabdrabalnabiDATE: 04/22/2024**FOR CLERK'S OFFICE USE ONLY**

BACKGROUND CHECK:

APPROVED BY: G Semerich DISSAPPROVED BY: _____DATE: 5-6-24 DEPARTMENT REMARKS: _____**PLEASE SEE NEXT PAGE FOR ADDITIONAL REQUIREMENTS**

CITY OF DEARBORN HEIGHTS  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127  
Phone : 313-791-3410

Received From: CHICKEN CHEESE LLC  
SAEED ALABDRABALNABI  
Date: 05/06/2024 Time: 3:30:35 PM  
Posting Date: 05/06/2024  
Receipt: 1091459  
Cashier: nnoureddin

ITEM REFERENCE	AMOUNT
BL BUSINESS LICENSING 00014319	\$150.00
SUB-TOTAL	\$150.00
Total Tendered:	\$150.00
ORDER #: 155779396	
Credit Card Type Discover	
CC Processing Fee	\$4.50
GENERAL FUND CC XXXXXXXXXXXXX9002	\$154.50
Grand Total:	
Change:	\$0.00

Signature

BY _____ CK # _____

MAY 06 2024

CITY OF DEARBORN HEIGHTS

PAID

Invoice #: 00014319  
License #: BL-24-000013637  
License Type: BUSINESS LICENSE  
Application Date: 05/06/2024  
Expiration Date: 11/12/2025  
Amount: \$150.00  
Fee Items: TRANSIENT MERCHANT 180 DAYS 150.00

CHICKEN CHEESE LLC

Billing/Invoice Date:

05/06/2024

Total Due:

\$150.00



Information Provided

Name : Saeed Habib Alabdrabalnabi  
Date of Birth : [REDACTED]  
Gender : [REDACTED]  
Race : [REDACTED]  
Reason : [REDACTED]  
Amount Paid : [REDACTED]  
Order Date : 5/2/2024 9:56:29 AM  
Miscellaneous No :

A SEARCH OF MICHIGAN'S CRIMINAL HISTORY FILE HAS NOT LOCATED A CRIMINAL RECORD  
THAT EXACTLY MATCHES THE INFORMATION THAT YOU HAVE PROVIDED.

DATE PRINTED:5/2/2024

Page 1



**MICHIGAN**  
DRIVER LICENSE



SAIED HABIB ALABRABALNABI

*SAIED*

# CITY OF DEARBORN HEIGHTS / ELECTRICAL PERMIT APPLICATION

Department of Building and Engineering

6045 Fenton Ave., Dearborn Heights, MI 48127

PHONE #: 313-791-3470 / building.dept@dearbornheightsmi.gov

Applicant is: CONTRACTOR OR HOMEOWNER  
 Address of Work: 27749 W Warren St, Dearborn Heights  
 Homeowner: Chick Kenech  
 Contractor Business Name: Saeed Alabdulhadi  
 Licenseholder / Applicant Name: _____

DATE: 01/22/2024  
 EMAIL: _____  
 PHONE #: 4057803202  
 PHONE #: _____  
 SIGNATURE: [Signature]

FIXTURES	FEE	NO.	TOTAL	FIXTURES	FEE	NO.	TOTAL
BASE FEE	\$60.00	1	\$60.00	GENERATOR : INCLUDE KW	\$35		
100 AMP SERVICE	\$40			LOW VOLTAGE / ALARM INSTALLATION	\$50		
101 TO 200 AMP SERVICE	\$60			MINOR WIRING	\$30		
OVER 200 AMP PRIMARY SERVICE	\$70			MOTORS / FRACTIONAL H.P.	\$30		
1 - 25 LIGHT FIXTURES / SOCKETS	\$35			NEON LIGHTS (PER 25')	\$30		
ADDITIONAL SET OF LIGHT FIXTURES/ SOCKETS	\$25			POOL / SPA	\$30		
AC / IAC / FURNACE ( CIRCLE ONE)	\$30			SERVICE CABLE: TOP - BOTTOM - RISE - METER	\$40		
ADDITIONAL INSPECTIONS	\$50			SIGN CONNECTION (EACH SIGN)	\$40		
CARNIVAL / FESTIVAL / OUTDOOR EVENT / FOOD TRUCK	\$120	1	\$120	SOLAR PANEL SERVICE	\$50		
CIRCUITS	\$20			SPACE HEAT / RANGES / OVEN (EACH)	\$20		
DISHWASHER	\$20			TEMP SERVICE WITH ROUGH INSPECTION	\$50		
ELECTRIC CAR CHARGER	\$35			WATER HEATER	\$30		
FIRE ALARMS ( COMMERCIAL - PER 5)	\$65						
GARBAGE DISPOSAL	\$20						
TOTAL PERMIT FEE:				\$180			

Section 23A of the State Construction Code Act of 1972, Act No. 230 of the Public Act of 1972, being Section 125.1523A of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential structure. Violators of Sec. 23A are subject to civil fines.

****ALL PERMITS MAILED IN BY CONTRACTORS MUST INCLUDE A SELF-ADDRESSED STAMPED ENVELOPE FOR THE PERMIT TO BE MAILED TO YOU.**

**\$75 FEE: MISSED INSPECTION / RE-INSPECTION / ADDTL INSPECTION AFTER PERMIT ISSUED**

EFFECTIVE: 12/1/2023

Department of Building and Engineering  
6045 Fenton • Dearborn Heights, MI 48127  
313-791-3470

Department of Building and Engineering  
6045 Fenton • Dearborn Heights, MI 48127  
313-791-3470

DATE	4/25/24		CLERK	RE
NAME	Saeed Alahdraqatnabi Chicken Chicken LLC			
QUAN.	DESCRIPTION / ADDRESS			AMOUNT
	BUILDING			
	PLUMBING			
1	ELECTRICAL			170
	HEATING			
	REFRIG.			
	SIGN			
	DEMO			
	UTILITY / DISRUPT.			
	FIRE SUPPRESS.			
	FOOD TRUCK			
	SIDEWALK / CURB / APPR.			
	PLAN REVIEW <input type="checkbox"/>			REGIS. <input type="checkbox"/>
	PC <input type="checkbox"/>			ZBA <input type="checkbox"/> DEMO <input type="checkbox"/>
	MISC.			RENTAL REGIS.
	C/O: RES. <input type="checkbox"/>			COMM'L <input type="checkbox"/> RENTAL <input type="checkbox"/>
	VACANT			OCCUPIED
	DATE			TIME
	JOB ADDRESS: 27344 L. L. L. L.			

No. 223971

[illegible]

DATE 10/25/23

LOCATION 27349 W. Warren →  
24010 Van Born → moved to

LOT NO. & SUBDIVISION

NAME Saeed Alabrabatnabi

PHONE NO. 734-846-6825

ADDRESS 17240 Pinecrest Allen Park, Mi. 48101

TYPE OF BOND Cash Cleanup - Food Truck

AMOUNT OF BOND \$ 500.00

BOND WILL BE FORFEITED (2) YEARS FROM DATE OF ISSUE IF  
ITEMS OUTSTANDING.

RECEIPT NO.

DISPOSITION OF BOND AS FOLLOWS:

CITY OF DEARBORN HEIGHTS  
Date Entered 10/25/2023 1:43:30 PM  
Posting Date: 10/25/2023  
Ref STREET PROTECTION BOND  
Receipt 1058348  
Amount \$500.00

DIRECTOR OF PUBLIC WORKS

CLERK

PERMITTEE

FORM NO. 49-1019

ORIGINAL

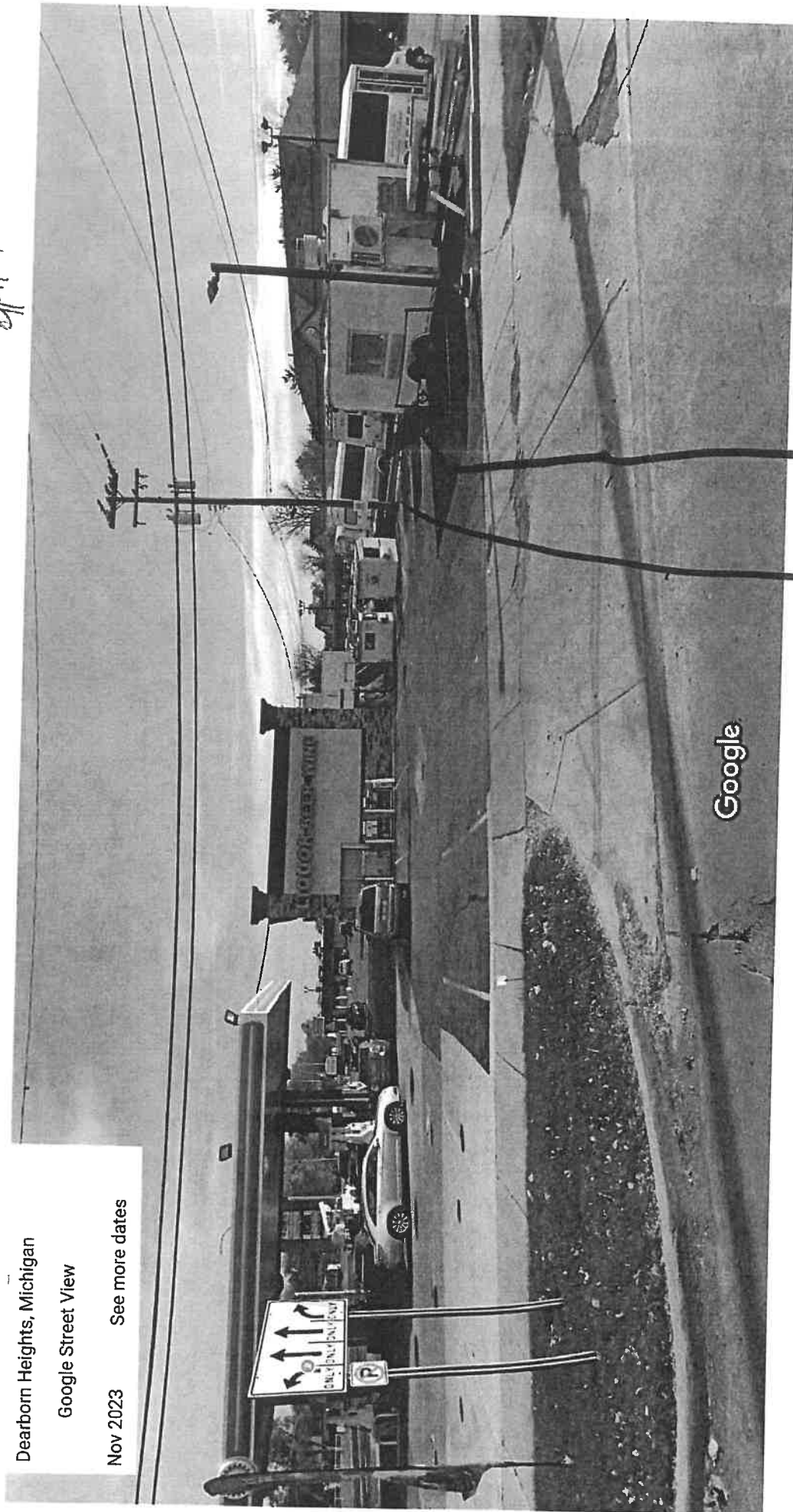
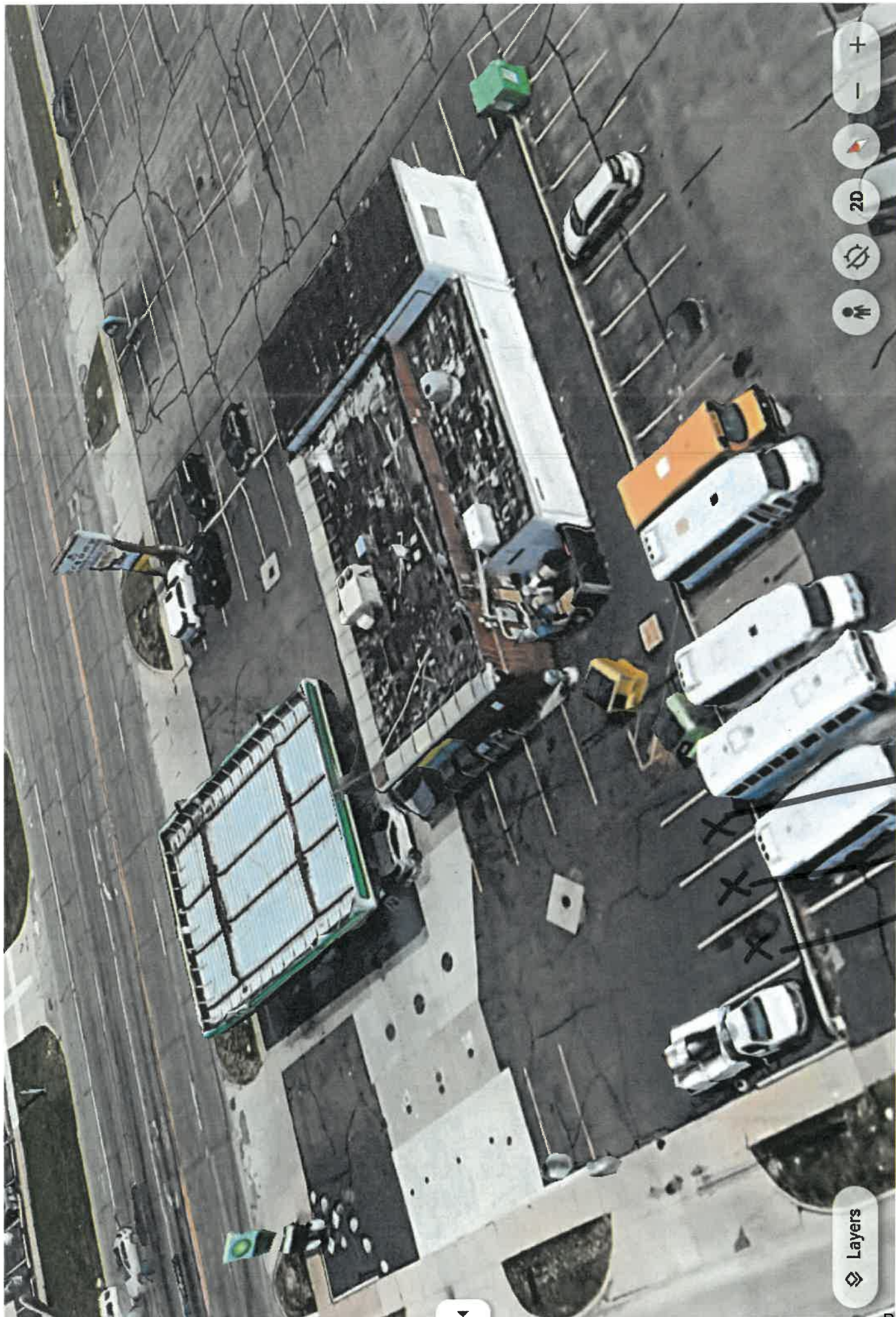


Image capture: Nov 2023 © 2024 Google

- DeLuca's
- Warren Rd
- Fairwood Dr
- Warren Ave
- Tailor Ink
- Arcola St
- Belton St
- Cardwell St
- Deering St

bus / bench  
location for food truck





Red Ben  
Thick  
Thin  
Thin

## FOOD SERVICE ESTABLISHMENT INSPECTION REPORT

Establishment Name:	CHICKEN CHEESE, LLC	Establishment ID:	3637
Establishment Address:	[REDACTED]	Establishment Type:	SPECIAL TRANSITORY FOOD UNIT (STFU)
City, State, Zip:	SOUTHFIELD TOWNSHIP MI 48101	License Number:	PR
Establishment Phone:	(734)846-6505	Owner Name:	SAEED ALABDIABALNUBI
Establishment Fax:		CVT:	176

### INSPECTION INFORMATION:

**Inspection Date:** 04/26/2023

**Follow-up Date:**

**NSDI:** 06/25/2023

**Inspection Type:** Plan Review Opening

**Consumer Advisory Required:** No

**Consumer Advisory Handout Provided:** Yes

**Consumer Advisory Correct:** N/A

**Priority and Priority Foundation Violations Cited:** No

**All Priority and Priority Foundation Violations Not Corrected:** N/A

**All Priority and Priority Foundation Violations Corrected:** N/A

**Inspection ID:** 470040

**License Limitations:** No

**Variance:** No

**License Posted:** No

**Anti-Choking Techniques Posted:** No

**Allergen Awareness Posted:** N/A

**Water:**

**Sewage:**

**Seating Capacity:** 0

**Non-Smoking Area:** No

Based on this inspection, the following items marked are violations of the Michigan Food Law. Violations cited in this report shall be corrected within the time frames specified, but within a period not to exceed 10 calendar days for priority and priority foundation items (8-405.11) or 90 days for core items (8-406.11). Failure to comply with this notice may result in action against your food service license. You have the right to appeal any violations listed.

Take our client satisfaction survey at [www.oakgov.com/healthsurvey](http://www.oakgov.com/healthsurvey).



**Received By:** Saeed  
(Person in Charge)

**Inspected By:** Joshua Nelson, RS  
Senior Public Health Sanitarian

**Date:** 04/26/2023



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/17/2024

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

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

<b>PRODUCER</b> Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	<b>CONTACT NAME:</b>		
	<b>PHONE (A/C, No, Ext):</b> (888) 202-3007	<b>FAX (A/C, No):</b>	
	<b>E-MAIL ADDRESS:</b> contact@hiscox.com		
<b>INSURED</b> Chicken Cheese LLC 27349 W Warren Street Dearborn Heights, MI 48127	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Hiscox Insurance Company Inc		10200
	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b>			P103.269.899.1	04/17/2024	04/17/2025	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG	\$ 2,000,000
	OTHER:							\$
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)	\$
								\$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE	\$
	<b>EXCESS LIAB</b>						AGGREGATE	\$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$							\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input type="checkbox"/> N					E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> N/A					E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

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

**CERTIFICATE HOLDER****CANCELLATION**

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

AUTHORIZED REPRESENTATIVE

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## AGREEMENT FOR FOOD TRUCK OPERATION

This Agreement is made and entered into on this 16 April 2024

by and between:

Party 1:

Business Name: Warren and Inkster BP

Address: on 27349 W Warren St, Dearborn Heights, MI 48127.

Party 2:

Owner: Saeed Alabdrabalnabi

Business Name: Chicken CHEESE LLC

WHEREAS Party 1 is the owner of the property located at on 27349 W Warren St, Dearborn Heights, MI 48127, and Party 2 operates a food truck business.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, it is hereby agreed as follows:

### 1. Premise-on to Operate Food Truck:

Party 1 hereby grants Party 2 the exclusive right to operate a food truck on the property located at

on 27349 W Warren St, Dearborn Heights, MI 48127. This permission is subject to the terms and conditions of this Agreement.

### 2. Duration:

This Agreement shall commence on the Effective Date and continue for a period of 6 months, unless

terminated earlier as provided herein.

3. Rent: \$1150 (Eleven hundred-fifty Dollars) per month.

The first month rent shall be due and payable on the Effective Date, and subsequent rent payments shall be due on the 15th of each month during the term of this Agreement.

### 4. Food Truck Operations:

a. Party 2 shall operate the food truck business in accordance with all applicable laws, regulations, and

permits, including health and safety codes.

b. Party 2 shall be responsible for obtaining and maintaining all necessary licenses, permits, and insurance for the operation of the food truck.

insurance must include warren & inkster BP.

c. Party 2 shall always maintain the property in a clean and sanitary condition.

5. Termination:

This Agreement may be terminated by either party within 30 days written notice to the other party in

the event of a material breach of this Agreement by the other party. In such a case, the terminating

party shall provide written notice specifying the breach, and the breaching party shall have 30 days to

cure the breach. If the breach is not cured within the Cure Period, this Agreement may be terminated.

6. Indemnification:

Party 2 shall indemnify and hold Party 1 harmless from any claims, liabilities, damages, or expenses arising out of or in connection with the operation of the food truck on the property, including any claims related to food safety, health violations, or personal injuries.

7. Governing Law:

This Agreement shall be governed by and construed in accordance with the laws of the state of Michigan and city of Dearborn Heights.

8. Entire Agreement:

This Agreement contains the entire understanding of the parties with respect to the subject matter.

hereof and supersedes all prior and contemporaneous agreements, representations, warranties, and understandings between the parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above.

written.

Party 1:

Signature: [Signature]

Printed Name: ED BAZZY

Imad Bazz

Date: 4-17-24

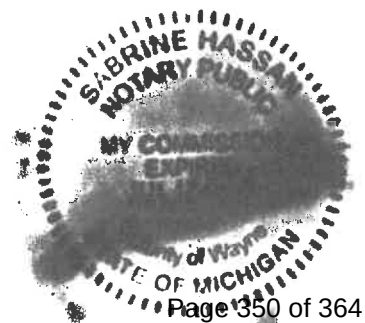
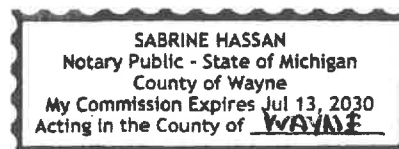
Party 2  
Sg. [Signature]  
priu: Saeed Alahdabdrabi  
DATE: 21/04/24

Notary Public:

Sabrina Hassan

[Signature]

April 21st, 2024



To the City of Dearborn Heights Inspection and Council Department

I hope this letter finds you well. My name is Saeed Alabdralnabi, and I am the owner of the Chicken Cheese Food Truck. As a passionate chef with a strong focus on crafting exceptional chicken-based meals for our community, I am reaching out to express my interest in serving our delicious offerings on the lot located at 24010 Van born Rd., Dearborn Heights MI 48125.

With a culinary philosophy deeply rooted in quality ingredients, innovative techniques, and the art of flavor fusion, I am confident that Chicken Cheese Food Truck would make a valuable addition to the culinary landscape in this vibrant city. Our commitment to providing an unforgettable dining experience, characterized by the harmony of succulent chicken and delectable melted cheese, aligns seamlessly with the desires of the citizens.

The Chicken Cheese Food Truck isn't just about food; it's about creating memorable moments, fostering connections, and adding a touch of culinary excellence to the daily lives of our patrons. Our menu is carefully curated to offer a range of dishes that cater to different tastes and preferences, ensuring that there's something for everyone to enjoy.

I am excited about the possibility of establishing Chicken Cheese Food Truck at the lot on 27349 W Warren St, Dearborn Heights, MI 48127.

Thank you for considering Chicken Cheese Food Truck as a potential addition to your location. I look forward to the possibility of collaborating and contributing to the vibrant food scene in Dearborn Heights.



Saeed Alabdrabalnabi

Owner, Chicken Cheese Food Truck

# ServSafe® CERTIFICATION

## SAEED ALABDRABALNABI

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)—Conference for Food Protection (CFP).

23654923

CERTIFICATE NUMBER

10794

EXAM FORM NUMBER

3/28/2023

DATE OF EXAMINATION

3/28/2028

DATE OF EXPIRATION

Local laws apply. Check with your local regulatory agency for recertification requirements.



#0655

*Sherman Brown*

Sherman Brown  
Executive Vice President, National Restaurant Association Solutions



In accordance with Maritime Labour Convention, 2006, Resolution ADM N 0669-2013 (Regulation 3.2, Standard A3.2):  
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This document cannot be reproduced or altered.  
17710811

v.1711

Contact us with questions at 233 S. Wacker Drive, Suite 3600, Chicago, IL 60606-6383 or ServSafe@restaurant.org.

# CITY OF DEARBORN HEIGHTS APPLICATION FOR TEMPORARY FOOD TRUCK/TENT/CART LICENSE APPLICATION

NAME OF APPLICANT

Hasan Harb

BUSINESS NAME

Bazin Hot wingz

PHONE #

313 9701717

LOCATION WITHIN THE CITY (ADDRESS &amp; ZIPCODE)

2025 Ann Arbor Trail Dearborn Heights MI  
48127

TYPE OF VEHICLE TO BE USED

(if applicable)

VEHICLE PLATE #

(if applicable)

HAS THE ABOVE PERSON EVER BEEN CONVICTED OF:

A FELONY: YES

NO

X

A MISDEMEANOR: YES

NO

X

IF YES, BRIEFLY STATE REASON (S)

The applicant voluntarily and knowingly is signing this application with full admission and acknowledgment that operating the food truck and/or tent is not in violation of any terms or conditions of probation or parole, if applicable, and is signing under pains and penalties of perjury.

SIGNATURE:



DATE:

5/8/2024**FOR CLERK'S OFFICE USE ONLY**

BACKGROUND CHECK:

APPROVED BY:

G. Semenish

DISSAPPROVED BY:

DATE:

5-9-24

DEPARTMENT REMARKS:

**PLEASE SEE NEXT PAGE FOR ADDITIONAL REQUIREMENTS**

CITY OF DEARBORN HEIGHTS  
6045 FENTON  
DEARBORN HEIGHTS, MI 48127  
Phone : 313-791-3410

Received From: BLAZIN HOT WINGS  
HASAN HARB

Date: 05/09/2024 Time: 12:29:31 PM  
Posting Date: 05/09/2024  
Receipt: 1092019  
Cashier: sweetly

ITEM REFERENCE	AMOUNT
BL BUSINESS LICENSING 00014328	\$150.00
SUB-TOTAL	\$150.00
Total Tendered:	\$150.00
ORDER #: 155923988	
Credit Card Type Visa	
CC Processing Fee	\$4.50
GENERAL FUND CC XXXXXXXXXXXX0781	
Grand Total:	\$154.50
Change:	\$0.00

Signature _____

Invoice #:	License #:	License Type:	Date:
00014328	BL-24-000013645	BUSINESS LICENSE	05/09/2024

Fee Items	Amount
TRANSIENT MERCHANT 180 DAYS 150.00	\$150.00

PAID  
CITY OF DEARBORN HEIGHTS

MAY 09 2024

BY _____ CK # _____

Billing/Invoice Date:	05/09/2024
Total Due:	\$150.00

BLAZIN HOT WINGS





Information Provided

Name : Hasan Harb  
Date of Birth : [REDACTED]  
Gender : [REDACTED]  
Race : [REDACTED]  
Reason : [REDACTED]  
Amount Paid : [REDACTED]  
Order Date : 4/18/2024 8:24:01 AM  
Miscellaneous No : [REDACTED]

A SEARCH OF MICHIGAN'S CRIMINAL HISTORY FILE HAS NOT LOCATED A CRIMINAL RECORD THAT EXACTLY MATCHES THE INFORMATION THAT YOU HAVE PROVIDED.

DATE PRINTED:4/18/2024

Page 1



# CITY OF DEARBORN HEIGHTS / ELECTRICAL PERMIT APPLICATION

Department of Building and Engineering  
6045 Fenton Ave., Dearborn Heights, MI 48127  
PHONE #: 313-791-3470 / building.dept@dearbornheightsmi.gov

Applicant is: CONTRACTOR OR HOMEOWNER X  
Address of Work: 20125 Ann Arbor Trail  
Homeowner: Blaizen not living  
Contractor Business Name: Hagan H&B  
Licenseholder / Applicant Name: Hagan H&B

DATE: 5/17/2024  
EMAIL: _____  
PHONE #: 313 231 5522  
PHONE #: 313 433 8385  
SIGNATURE: [Signature]

FIXTURES	FEE	NO.	TOTAL	FIXTURES	FEE	NO.	TOTAL
BASE FEE	\$60.00	1	\$60.00	GENERATOR: INCLUDE KW <u>1600</u>	\$35	1	
100 AMP SERVICE	\$40			LOW VOLTAGE / ALARM INSTALLATION	\$50		
101 TO 200 AMP SERVICE	\$60			MINOR WIRING	\$30		
OVER 200 AMP PRIMARY SERVICE	\$70			MOTORS / FRACTIONAL H.P.	\$30		
1 - 25 LIGHT FIXTURES / SOCKETS	\$35			NEON LIGHTS (PER 25')	\$30		
ADDITIONAL SET OF LIGHT FIXTURES / SOCKETS	\$25			POOL / SPA	\$30		
AC / IAC / FURNACE (CIRCLE ONE)	\$30			SERVICE CABLE: TOP - BOTTOM - RISE - METER	\$40		
ADDITIONAL INSPECTIONS	\$50			SIGN CONNECTION (EACH SIGN)	\$40		
CARNIVAL / FESTIVAL / OUTDOOR EVENT / FOOD TRUCK	\$120	<u>1</u>	<u>120</u>	SOLAR PANEL SERVICE	\$50		
CIRCUITS	\$20			SPACE HEAT / RANGES / OVEN (EACH)	\$20		
DISHWASHER	\$20			TEMP SERVICE WITH ROUGH INSPECTION	\$50		
ELECTRIC CAR CHARGER	\$35			WATER HEATER	\$30		
FIRE ALARMS (COMMERCIAL - PER 5)	\$65						
GARBAGE DISPOSAL	\$20			TOTAL PERMIT FEE:		<u>180</u>	

Section 23A of the State Construction Code Act of 1972, Act No. 230 of the Public Act of 1972, being Section 125.1523A of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential structure. Violators of Sec. 23A are subject to civil fines.

****ALL PERMITS MAILED IN BY CONTRACTORS MUST INCLUDE A SELF-ADDRESSED STAMPED ENVELOPE FOR THE PERMIT TO BE MAILED TO YOU.**

**\$75 FEE: MISSED INSPECTION / RE-INSPECTION / ADD'L INSPECTION AFTER PERMIT ISSUED**

EFFECTIVE: 12/1/2023

# CITY OF DEARBORN HEIGHTS

Department of Building and Engineering  
6045 Fenton • Dearborn Heights, MI 48127  
313-791-3470

DATE 5/1/24 CLERK GB

NAME Nahdi Harb

QUAN.	DESCRIPTION / ADDRESS	AMOUNT
	BUILDING	
	PLUMBING	
	ELECTRICAL	
	HEATING	
	REFRIG.	
	SIGN	
	DEMO	
	UTILITY / DISRUPT.	
	FIRE SUPPRESS.	
1	FOOD TRUCK	180
	SIDEWALK / CURB / APPR.	
	PLAN REVIEW <input type="checkbox"/> REGIS. <input type="checkbox"/>	
	PC <input type="checkbox"/> ZBA <input type="checkbox"/> DEMO <input type="checkbox"/>	
	MISC.	
	RENTAL REGIS.	
	C/O: RES. <input type="checkbox"/> COMM'L <input type="checkbox"/> RENTAL <input type="checkbox"/>	
	VACANT OCCUPIED	
	DATE TIME	
	JOB ADDRESS: <u>2025 Ann Arbor Trail</u>	

No. **224070** Amount \$180.00 **180**

Issuing Date: 05/01/2024  
Ref BUILDING DEPT RECEIPTS  
Receipt 1091025

CITY OF DEARBORN HEIGHTS

DEPARTMENT OF BUILDING AND ENGINEERING

6045 Fenton — Dearborn Heights, MI 48127 — 277-7306

BOND APPLICATION

No. 5441

DATE _____

LOCATION

20125 Ann Arbor Trail

LOT NO. & SUBDIVISION

Blazin Hot Wings

NAME

Mahdi Harb

ADDRESS _____

PHONE NO. _____

TYPE OF BOND

clean up bond

AMOUNT OF BOND \$

500.00

BOND WILL BE FORFEITED (2) YEARS FROM DATE OF ISSUE IF  
ITEMS OUTSTANDING.

RECEIPT NO. _____

CITY OF DEARBORN HEIGHTS  
Date Entered 05/01/2024 4:28:08 PM  
Posting Date: 05/01/2024  
Ref STREET PROTECTION BONDS  
Receipt 1091024  
Amount \$500.00

DISPOSITION OF BOND AS FOLLOWS:

DIRECTOR OF PUBLIC WORKS

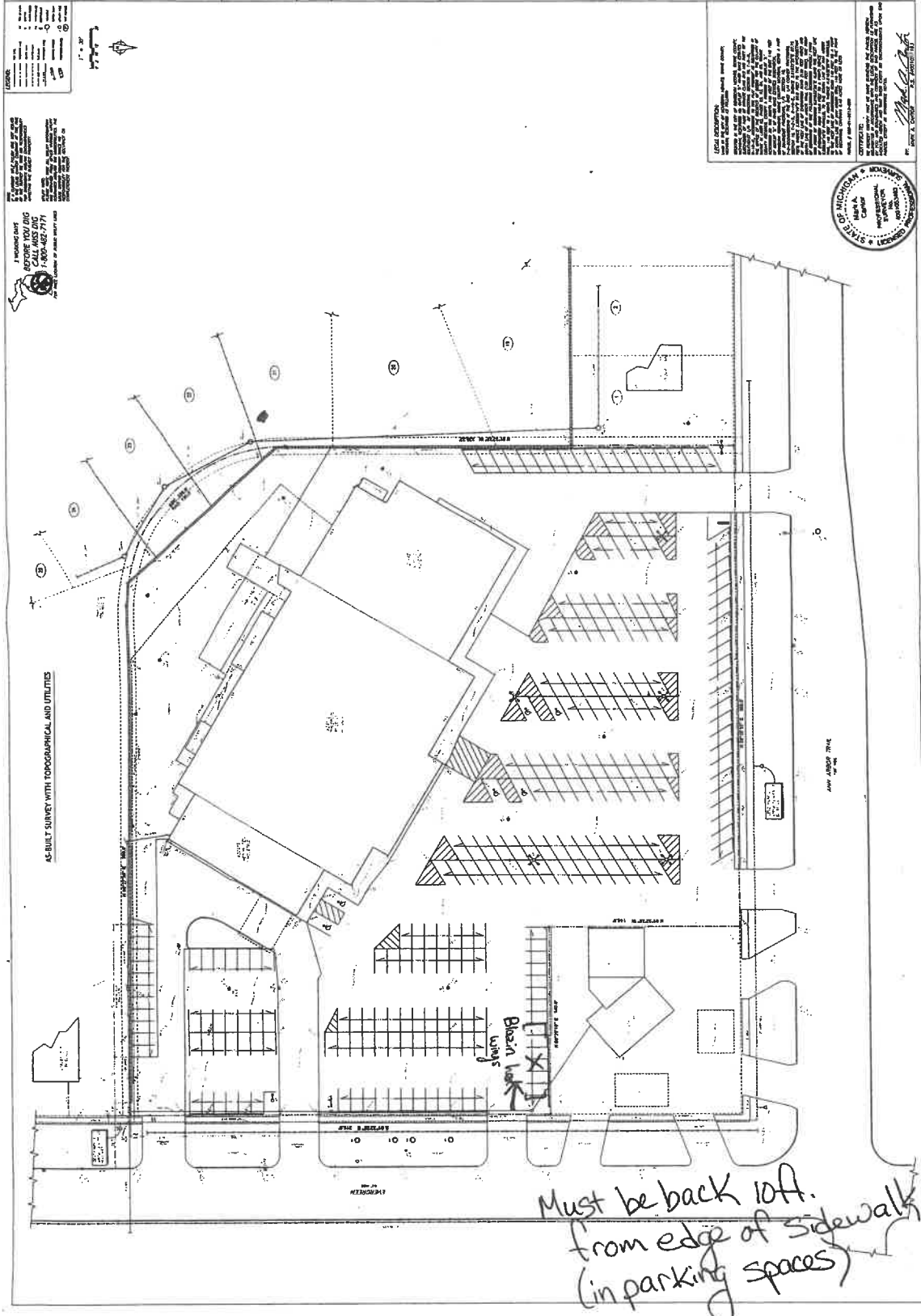
CLERK

PERMITTEE

FORM NO. 49-1019

ORIGINAL

DRAWING NUMBER: 1 OF 1 CLIENT: ARBID DESIGN AND CONSTRUCTION (313) 575-5454		ADDRESS: 20125 ANN ARBOR TRAIL DEARBORN HEIGHTS, MICHIGAN AS-BUILT SURVEY WITH TOPOGRAPHICAL AND UTILITIES		DRAWN BY: N. LARSEN DATE: 05-20-20 SCALE: 1"=20' DATE: 05-20-20 DRAWN FOR:	
-----------------------------------------------------------------------------------	--	------------------------------------------------------------------------------------------------------------------	--	----------------------------------------------------------------------------------------	--



APPROVED  
DATE 5-1-24

**Expires: 04/30/2025**

Issued To: **BLAZIN HOT WINGS**  
**5702 ARGYLE ST**  
**DEARBORN MI 48126-2129**

**State of Michigan**  
**Department of Agriculture &**  
**Rural Development**  
Food and Dairy Division

**SST-4063-353392**

**FOOD SERVICE - SPECIAL**  
**TRANSITORY FOOD UNIT**

Display for Public View

Responsible Party and Address:

**BLAZING HOT CHEETZ LLC**  
**5702 ARGYLE ST**  
**DEARBORN MI 48126-2129**



Dr. Tim Boring  
Director

Issued by the Michigan Department of  
Agriculture and Rural Development to  
operate a Food Service Establishment in  
accordance with provisions of Act 92  
P.A. of 2000, as amended

This license is not transferrable.

Failure to post in a conspicuous place is  
a misdemeanor. (See Section 4112)

Notify the Local Health Department  
before a change of ownership. (See  
Section 4123)

Direct inquiries to the Oakland County  
Health Division



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
04/23/2024

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

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

PRODUCER Veracity Insurance Solutions, LLC. 260 South 2500 West, Suite 303 Pleasant Grove UT 84062	CONTACT NAME: FLIP Program Support PHONE (A/C, No, Ext): (844)-520-6992 FAX (A/C, No): E-MAIL ADDRESS: info@flipprogram.com
INSURED Blazin hot cheet2 LLC 5702 Argyle St Dearborn MI 48126	INSURER(S) AFFORDING COVERAGE INSURER A: Great American Alliance Insurance Co. NAIC # 26832 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR: WORD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		PLE864748-F202331	06/08/2023	06/08/2024	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ 2,000,000
						ANIMAL BAILEE \$
						COMBINED SINGLE LIMIT (Ea accident) \$
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB	OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	CLAIMS-MADE				AGGREGATE \$
	DED	RETENTION \$				\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N				WC STATUTORY LIMITS OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
Certificate holder had been added as additional insured regarding the above mentioned policy per attached  
Additional Insured - Designated Person or Organization (CG 20 26 Ed. 04 13)

## CERTIFICATE HOLDER

## CANCELLATION

City of Dearborn heights  
6045 Fenton  
Dearborn Heights, MI 48127

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

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2014/01)  
INS025 (2014/01)

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

**ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

**Schedule**

**Name of Additional Insured Person(s) or Organization(s):**

City of Dearborn heights

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- A. SECTION II - WHO IS AN INSURED** is amended to include as an Additional Insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury," "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. in the performance of your ongoing operations; or
2. in connection with your premises owned by or rented to you.

However:

1. the insurance afforded to such additional insured only applies to the extent permitted by law; and
2. if coverage provided to the Additional Insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

- B. With respect to the insurance afforded to these Additional Insureds, the following is added to SECTION III – LIMITS OF INSURANCE:**

If coverage provided to the Additional Insured is required by a contract or agreement, the most we will pay on behalf of the Additional Insured is the amount of insurance:

1. required by the contract or agreement; or
2. available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

I, Hussein Mohamad, owner of DAMAC Investments, grant  
20125 Ann Arbor trail  
permission to Blazin Hot Wings to park and operate their  
Food & truck Business on my property with in their assigned  
area.

Signature,

5/1/2024



The above individual, Hussein Mohamad, appeared before  
me on May 1, 2024 in Wayne County.

  
Rozina Haidar  
Notary Public

5/1/2024