



West Dearborn Downtown Development Authorities MINUTES

Board Meeting

September 18, 2024

Dearborn Administrative Center, Room 1D

16901 Michigan Ave, Dearborn, MI 48124

MEMBERS PRESENT:

Chair Tahrik Alcodray, Vice-Chair Devon O’Reilly, Secretary-Treasurer Chris Small, Director Sam Abbas, Director Thomas Clark, Director Zaineb Hussein, Director Amanda Bright McClanahan, Director Karl Makky, and Director Moe Hider.

MEMBERS ABSENT:

Mayor Abdullah Hammoud

NON-MEMBERS PRESENT:

CITY OF DEARBORN: Mohammed Rezaq (ED), Courtney Skora (Finance), Rebecca Schultz (Legal), Adel Al-Adlani (ED), Angela Fortino (ED), Deena Berri (ED), Amanda Sancen (ED) De’Janae Douglas (ED), Kobi Sunday (ED), Laura Aceves-Sanchez (ED)

AGENDA

1. CALL TO ORDER Tahrik Alcodray called the meeting to order at 9:04 a.m.

2. ROLL CALL A roll call for board members was called. A quorum was present.

3. APPROVAL OF WEST DDA AUGUST MEETING MINUTES

Chair Tahrik Alcodray presented the meeting minutes on page 3 of the agenda. Secretary-Treasurer Chris Small made a motion to approve the regular meeting minutes of August 21, 2024 and was seconded by Chair Tahrik Alcodray. Motion passed unanimously. Motion approved.

4. RECEIVING & FILING OF TREASURER’S REPORT

Courtney Skora from the Finance Department presented the monthly financial statement for August 2024. Chair Tahrik Alcodray motioned to acknowledge the financial statement..

5. WEST DDDA ACTION ITEMS

a. **Resolution WD-24-09-01:** A resolution was introduced to sponsor the Historical Museum and Museum Guild of Dearborn’s annual two-day Fall Festival that encompasses an evening event on October 11th and 12th. Chair Tahrik Alcodray motioned to award \$1,000 from account #296-6100-911-51-00 “Sponsorship Funding”, subject to review and approval of Corporation Counsel and was seconded by Devon O’Reilly. Director Sam Abbas abstained. The motion passed unanimously and was approved.

b. **Resolution WD 24-09-02:** A resolution was introduced to sponsor a Wellness Event held at Peace Park 1 by Coco Shack. The event would feature a free pilates class and additional vendors. Chair Tahrik Alcodray motioned to award \$1,000 to Coco Shack for the execution of the event from account #296-6100-911-51-00 “Sponsorship Funding”, subject to review and approval of Corporation Counsel and was seconded by Director Mohammed Hider. The motion passed unanimously and was approved.

c. **Resolution WD-24-09-03:** A resolution was introduced to re-authorize a grant payment of \$10,000 to West Dearborn Investments LLC, originally approved at the WDDDA meeting on October 21, 2021. Due to various factors, the business obtained a Certificate of Occupancy on August 14, 2024 and submitted paid



receipts in order to obtain \$10,000 in reimbursements for eligible costs. Director Zaineb Hussein motioned to authorize the grant payment of \$10,000 to West Dearborn Investments LLC from account “296-6100-911.34-90 “Building and Business Incentives” and was seconded by Chair Tahrik Alcodray. The motion passed unanimously and was approved.

6. JOINT BOARD ACTION ITEMS

a. Resolution WD-24-08-04: The WDDDA authorizes the Deputy Director of the Economic Development Department to execute the snow removal contract with Frank’s Landscaping & Supplies, LLC, on behalf of the WDDDA up to \$85,000 for snow removal services for the 2024/2025 snow season, from account #297-6100-911-34-90 “Snow Removal”, subject to the review and approval of Corporation Counsel. Chair Tahrik Alcodray motioned to approve the resolution and was seconded by Vice Chair Devon O’Reilly. The motion passed unanimously and was approved.

b. Resolution WD-24-09-05: The WDDDA authorized the approval of the presented absence waivers to excuse the absences of Director Moe Hider, Director Tom Clark, and Secretary-Treasurer Chris Small from January 2024 to August 2024. Secretary-Treasurer Chris Small motioned to approve the resolution and Chair Tahrik Alcodray seconded the motion. The motion passed unanimously and was approved.

C. Resolution WD-24-09-06: Following a discussion regarding the revamp of the current DDA exterior improvement grant program, the Open Door Grant, Secretary-Treasurer Chris Small motioned to create a joint task force to revamp the open door grant program with support from City of Dearborn staff. Chair Tahrik Alcodray seconded the motion. The motion passed unanimously and was approved.

7. DDDA ACTIVITY UPDATES

a. Business Liaison Updates & Data Reporting

Business Liaison Deena Berri provided updates regarding Good Burger's upcoming grand opening and the newly renovated sidewalks on Mason St. She also informed the board that Ford Land’s property “Wagner” will be joining the holiday lights program this year.

b. Events Update

Events and Outreach Manager Amanda Sancen provided updates about the PEACE Park Grand Opening Event that will be held on September 27 and upcoming Fall events. She also provided a recap about the Dearborn Summer Market.

c. General Updates

Program Manager Laura Aceves-Sanchez information about the budget adoption timeline for FY2026. It is anticipated for the West DDDA to adopt its upcoming fiscal year budget at its meeting in November.

8. DISCUSSION

A discussion regarding a revamp of the Open Door Grant was discussed and a resolution was introduced (see above) to create a task force charged with revamping the program.

9. CITY UPDATES

None



10. CALL TO BOARD

No comments made.

11. CALL TO AUDIENCE

No audience present.

12. CALL TO ADJOURNMENT

Chair Tahrik Alcodray motioned to adjourn the meeting at 10:13 a.m and was seconded by Director Moe Hider.