



## **Dix-Vernor Business District Improvement Authority**

### **Board Meeting Minutes**

May 22, 2024; 3:00 pm EST

### **D.A.C. - Room 1D**

16901 Michigan Ave, Dearborn, MI 48126

**MEMBERS PRESENT:** Chair Janet Thompson, Secretary-Treasurer Brigitte Fawaz-Anouti, Mayor Abdullah Hammoud,, Director Mohammed Abdullah. Director Lucius Anthony, Director Imad Asofuy.

**MEMBERS ABSENT:** Vice- Chair Anthony Rugiero, Director Mahdi Ali, Director Ronald Berry.

**NON-MEMBERS PRESENT:** N/A

**CITY OF DEARBORN:** Angela Fortino (ED) Laura Aceves-Sanchez (ED), Saeid Alawathi (ED), Mohammed Rezq (ED), Rebecca Schultz (Legal), Courtney Skora (Finance), De’Janae Douglas (ED), Zaineb Hussein (Chief of Staff). Amanda Sancen (ED).

#### **1. CALL TO ORDER**

Chair Thompson called the meeting to order at 3:12p.m.

#### **2. ROLL CALL**

A roll call of Board members was called. A quorum was present.

#### **3. APPROVAL OF REGULAR DVBDIA MARCH 27, 2024 MEETING MINUTES**

Chair Janet Thompson presented the meeting minutes on pages 3-5 of the agenda. Mayor Abdullah Hammoud made a motion to approve the regular meeting minutes of March 27, 2024. He was seconded by Secretary-Treasurer Brigitte Fawaz-Anouti. Motion passed unanimously. Motion approved.

#### **4. TREASURER’S REPORT**

Courtney Skora from the Finance Department presented the monthly financial statement. There were no questions. Chair Janet Thompson motioned to receive and file the April 2024 financial statement. The motion passed unanimously. Motion approved.

#### **5. ACTION ITEMS**

- a. A resolution was introduced for the approval of the Yearly Landscape, Sanitation & Maintenance Contract with Ground Control Property Services. The Dix-Vernor Business District Improvement Authority (DVBDIA) wishes to advocate and promote a clean, safe and attractive commercial corridor and wishes to contract for landscape, sanitation, and maintenance services for the district to beautify and create a welcoming environment for businesses, residents, and visitors. The Purchasing Division of the Finance Department released an Invitation to Bid (ITB) on behalf of the WBDIA seeking contractor(s) to provide



comprehensive litter, maintenance, and sanitation services. Total Six (6) bids were received and were evaluated on the basis of cost and qualifications to deliver the requested services and the Purchasing Division recommended awarding a contract to Ground Control Property Services LLC.

The DVBDIA authorized an award of a 12-month contract with Ground Control commencing July 1, 2024 until June 30, 2025 in an amount not to exceed \$48,875.00 for the regular landscaping and sanitation services, in addition to non-regular services such as banner removal, other maintenance needs, and events and decoration assistance on an as-needed basis from accounts #250-2972-463.34-90 and #250-6100-911-34-90.

Furthermore, The DVBDIA authorized the Deputy Director of the Economic Development Department to execute necessary contracts subject to the review and approval of Corporation Counsel with Ground Control Property Services LLC.

A motion was made for this resolution by Mayor Abdullah Hammoud and seconded by Director Lucius Anthony . A voice vote passed unanimously. Motion approved.

- b. A resolution was introduced for the allocation of Watering Fund for Planting Pots- May & June 2024. The DVBDIA in partnership with the Economic Development Department and ACCESS conducted a Clean-up, Power washing and Planting project on May 04, 2024 in the Dix-Vernor corridor which included planting new flowers in City-owned planter pots. The Ground Control contract will not commence until July 1, 2024 and there is a need to allocate funds for watering the flowers planted during the cleanup project and the perennials that are coming back in the Shade Plaza pots to maintain them until the new contract comes to an effect. The DVBDIA agreed to allocate an amount not to exceed \$1,225.00 from account #250-6100-911.34-90 (Contractual Services) to fund the watering cost of the planting pots for five weeks until the Ground Control contract commences on July 1st, 2024

A motion was made for this resolution by Director Imad Asoufy and seconded by Mayor Abdullah Hammoud . A voice vote passed unanimously. Motion approved.

- c. A resolution was introduced for the Approval for DVBDIA Executive Director to schedule a new meeting date. The Dix-Vernor Business District Improvement Authority (DVBDIA) strives to ensure all board members can participate in the board meetings. Board member Anthony Rugiero had requested a change to the date of the upcoming board meeting due a scheduling conflict. The DVBDIA desires to find a date that accommodates all board members. The DVBDIA staff shall create a Doodle poll to determine a new date for the upcoming board meeting that works for a majority of the board members. Based on the results of the Doodle poll, the DVBDIA Executive Director is authorized to reschedule the board meeting date to the date that receives the most votes among board members.

## **6. PA57 Informational Session:**

DVBDIA Executive Director Angela Fortino present the PA57 presentation in compliance with State Public Act number 57.



**7. DVBDIA ACTIVITY UPDATES**

- a. Business District Liaison Update:  
Business Liaison Saeid Alawathi provided updates about the new businesses at the corridor, the May 4th Dix-Vernor Clean up co-sponsored with ACCESS, and the businesses Mix & Mingle Event that is planned to take place on June 18, 2024 at the Roman Village.
- b. Program Manager Mohammed Rezaq talked about Butterfly Garden that was led by the City Community Relations and the Mayor's Office.
- c. Special event and outreach Manager Amanda Sancen provided an update about the Dearborn Entrepreneur Expo that is scheduled for June 5th, 2024.

**8. CALL TO BOARD OF DIRECTORS**

None at this time

**9. CALL TO AUDIENCE**

None at this time

**10. ADJOURNMENT**

A motion to adjourn the meeting was made by Mayor Abdullah Hammoud and was seconded by Secretary- Treasurer Brigitte Fawaz-Anouti A voice vote was passed unanimously. Motion was approved and the meeting was adjourned.