



## **Warren Business District Improvement Authority**

### **Meeting Minutes**

D.A.C. - Council Chambers

February 25, 2025; 09:00 am EST

16901 Michigan Ave, Dearborn, MI 48126

MEMBERS PRESENT: Chair Ahmad Chebbani, Vice Chair Frank Dabaja, Secretary-Treasurer Haider Koussan, Director Julie May Warthman, Director Muaath Ghazali, Director Lucius Anthony. Director Ali Alhashemi.

MEMBERS ABSENT: Mayor Abdullah Hammoud.

NON-MEMBERS PRESENT: Mohammed Rezq (ED) Linda Chibli (ED), Laura Aceves-Sanchez (ED), Rebecca Schultz (Legal), Courtney Sokra (Finance), Angela Fortino (ED).

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

Chair Ahmad Chebbani called the meeting to order at 9.10 am

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

Roll call was called and quorum was present.

#### **3. APPROVAL OF THE REGULAR MEETING MINUTES, January 28, 2025**

Director Lucius Anthony made a motion to approve the Meeting minutes of January 28th, 2025. He was seconded by Director Julie May Warthman. Motion passed unanimously. Motion approved.

#### **4. REVIEW & FILING OF TREASURER’S REPORT**

Accountant Courtney Skora presented the monthly financial statement for the month of January 2025. Chair Chebbani acknowledged to receive and file the financial statement.

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

##### **a. Resolution W-25-02-01:**

A resolution was introduced for the renewal of the Maintenance and Sanitation Contract with Ground Control Property Services. The Warren Business District Improvement Authority (WBDIA) wishes to advocate and promote a clean, safe and attractive downtown 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. Following an Invitation to Bid Process, in February 2024, the WBDIA authorized an award of a 12-month contract with Ground Control. Ground Control Property Services has satisfactorily fulfilled all contract requirements over the last twelve months, demonstrating reliable performance and adherence to agreed-upon standards



The WBDIA authorized an award of a 12-month contract with Ground Control commencing March 1, 2025 until February 28, 2026 in an amount not to exceed \$145,600 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 Development Contractual Services and Sanitation Contractual Services;

A motion for this resolution was made by Vice Chair Frank Dabaja and seconded by Director Lucius Anthony. Motion passed unanimously. Motion approved.

**b. Resolution W-25-02-02:**

A resolution was introduced for the approval of the Ramadan Banner Installation. Ramadan is a culturally significant time for many Dearborn residents and businesses. The WBDIA has an inventory of 60 Ramadan banners commemorating the season. The WBDIA authorized the funding not-to-exceed \$4,500 towards the installation of Ramadan banners from the account contractual Services

A motion was made for this resolution by Director Julie May Warthman and was seconded by Vice Chair Franak Dabaja. Motion passed unanimously. Motion approved.

**c. Resolution W-25-02-03:**

A resolution was introduced for the approval of Weed Eraser Cost-Share Agreement. The (WBDIA) wishes to advocate and promote a clean, safe and attractive corridor and recognizes the need for ongoing weed control services in all public areas of the district. The Economic Development Department has offered to cover half of the cost of weed control services along Warren Avenue which is \$11,650.00. The WBDIA agreed to fund 50% of the total cost for weed control services, for a cost not to exceed \$5,825.00 from account Landscape and Maintenance.

A motion was made for this resolution by Chair Ahmad Chebbani and seconded by Director Ali Alhashemi. Motion passed unanimously. Motion approved.

**d. Resolution W-25-02-04:**

A resolution was introduced for the approval of expenditure towards the Warren Mural Structure Design. The (WBDIA) desires to enhance the aesthetic appeal and cultural vibrancy of the Warren Business District. The WBDIA has discussed and approved the placement of the Mural adjacent to the DTE/ITC Substation located at 13851 Warren Avenue. The WBDIA has reviewed the proposal from CDPA Architects, dated October 31, 2024, for the Structure design of the mural which includes, Soil Analysis, Structure Engineering, Lighting and Architectural Designs. The WBDIA authorized the expenditure of funds for the structure design of the Warren Mural Project, in an amount not to exceed \$35,000 from account Warren Streetscape Project # V10000.

The WBDIA authorized the Deputy Director of the Economic Development Department to execute necessary contracts and agreements subject to the review and approval of Corporation Counsel.



A motion was made for this resolution by Vice Chair Franak Dabaja and seconded by Director Lucius Anthony. Motion passed unanimously. Motion approved.

**e. Resolution W-25-02-05:**

A resolution was introduced for the approval of Facade Improvement Projects. The (WBDIA) desires to revitalize the Warren Business District and enhance its aesthetic appeal. The WBDIA opened an application period for businesses to apply for the Warren Facade Improvement Program from December 3, 2024, to January 24, 2025. 41 applications received for the program, six of which were duplications or ineligible for this grant. Warren Façade Improvement committee that was formed from different divisions including Building, Planning and CDBG, has reviewed all submitted applications and scored them based on pre-established criteria which included project description, Alignment with program objectives, property condition, community impact, project location and visibility. The WBDIA agreed to approve the funding of the top ten highest-scoring projects within the next 24 months, contingent upon the availability of CDBG funds. While the prioritization of funding will generally follow the listed numbered order, the ED staff may, at their discretion, adjust the order of funding within the top ten to accommodate logistical considerations, project readiness, or other extenuating circumstances. If funds are insufficient to fully fund all ten projects, the WBDIA via CDBG will fund as many as possible within the next 24 months and prioritize funding the remaining projects in subsequent fiscal years. The WBDIA authorized the Deputy Director of the Economic Development Department to execute necessary contracts and agreements subject to the review and approval of Corporation Counsel.

A motion was made for this resolution by Director Julie May Warthman and seconded by Vice Chair Frank Dabaja. Motion passed unanimously. Motion approved.

**6. ECONOMIC DEVELOPMENT DEPARTMENT REPORT**

- b. General Update  
Mohammed Rezaq, the program manager, provided updates regarding the Warren Transformation project as well as the next phase of the Warren Facade Improvement Program

**7. CALL TO BOARD OF DIRECTORS**

None at this time

**8. CALL TO AUDIENCE (3 minutes/guest)**

None at this time

**9. ADJOURNMENT**



**WARREN BUSINESS DISTRICT  
IMPROVEMENT AUTHORITY**



**DEARBORN  
ECONOMIC  
DEVELOPMENT**

CITY OF DEARBORN | ABDULLAH H. HAMMOUD, MAYOR

A motion to adjourn the meeting was made by Frank Dabaja and was seconded by Julie May Warthman. A voice vote was passed unanimously. Motion was approved and the meeting was adjourned.