



West Dearborn Downtown Development Authority MINUTES

Joint DDA Board Meeting
June 18, 2025; 09:00 AM

LAHC – Leading Advancing & Helping Communities
5275 Kenilworth Street, Dearborn, MI 48126

MEMBERS PRESENT: Mayor Abdullah Hammoud, Secretary-Treasurer Chris Small, Director Zaineb Hussein, Director Mariam Jalloul, Director Karl Makky, Director Tom Clark

MEMBERS ABSENT: Chair Tahrik Alcodray, Vice Chair Devon O'Reilly, Director Sam Abbas

NON-MEMBERS PRESENT: CITY OF DEARBORN: Laura Aceves- Sanchez (ED), Adel Al-Adlani (ED), Rebecca Schultz (Legal), Amanda Sancen (ED), Lara Rayshouny (ED), Deena Berri (ED)

GUESTS: None.

1. PA57 PRESENTATION

Economic Vitality Manager, Laura Aceves-Sanchez presented a summary of the projects and activities conducted throughout the year.

2. CALL TO ORDER

Secretary- Treasurer Chris Small called the meeting to order at 9:37 am.

3. ROLL CALL

A role call for Board Members was called. A quorum was present.

4. APPROVAL OF WDDA MINUTES

A motion to approve the West DDDA meeting minutes of May 21, 2025 was made by Secretary-Treasurer Chris Small and seconded by Director Tom Clark. The motion passed unanimously. Minutes approved.

5. REVIEW AND FILING OF TREASURER'S REPORT

Economic Vitality Manager, Laura Aceves-Sanchez from ED reviewed the financial statement dated May 31, 2025.



6. WDDDA ACTION ITEMS

- a. **Resolution WD 25-06-01** The WDDDA approved the member resignation of Mohammed Hider due to increasing work loads. The motion was made by Mayor Abdullah Hammoud and seconded by Secretary-Treasurer Chris Small. A voice vote passed unanimously. Motion approved.
- b. **Resolution WD 25-06-02** The WDDDA approved the waiver of absences for Director Karl Makky due to work obligations. The motion was made by Mayor Abdullah Hammoud and seconded by Director Mariam Jalloul. A voice vote passed unanimously. Motion approved.
- c. **Resolution WD 25-06-03** The WDDDA approved funding up to \$45,000 for the purchase of the East & West Wagner Parking Deck Cameras . This investment, recommended by the Dearborn Police Department, will directly improve security and the ability to investigate any incidents that occur at the Wagner Decks. The motion was made by Mayor Hammoud and seconded by Secretary-Treasurer Chris Small. A voice vote passed unanimously. Motion approved.
- d. **Resolution WD 25-06-04** The WDDDA denied Kung Fu Tea's request for an extension to the completion deadline (August 26,2025) for a previously approved Open Door Grant. The motion was made by Director Zaineb Hussein and seconded by Director Tom Clark. Secretary-Treasurer Chris Small abstained. A voice vote denied unanimously. Motion denied.
- e. **Resolution WD 25-06-05** The WDDDA approved additional funding of up to \$30,000 for the West Downtown Pocket Park Improvement project due to recent increases in construction and material costs. The motion was made by Secretary-Treasurer Chris Small and seconded by Mayor Abdullah Hammoud. A voice vote passed unanimously. Motion approved.
- f. **Resolution WD 25-06-06** The WDDDA authorized the Economic Development staff to make the final contractor selection for the West Downtown Pocket Park Project, and the Deputy Director to execute the necessary contracts with the chosen firm in order to expedite the selection of a contractor to finish before 2026.. The motion was made by Mayor Abdullah Hammoud and seconded by Director Tom Clark. A voice vote passed unanimously. Motion approved.

7. JOINT ACTION ITEMS

- a. **Resolution WD 25-06-07** The WDDDA approved funding an additional \$1,546.50 from the Sanitation Contractual Services and Streetscape Enhancements accounts for weed control services in West Downtown Dearborn. The motion was made by Mayor Abdullah Hammoud and seconded by Secretary-Treasurer Chris Small . A voice vote passed unanimously. Motion



approved.

- b. **Resolution WD 25-06-08** The WDDDA approved the purchase of 57 new trash cans, the Universal Receptable, as an investment for the aesthetic appeal of Downtown Dearborn, not exceeding an estimated total amount of \$97,731.00. The motion was made by Director Tom Clark and seconded by Secretary-Treasurer Chris Small. A voice vote passed unanimously. Motion approved.

8. DISCUSSION ITEMS

- a) **Holiday Lighting RFP Draft:** Economic Vitality Manager, Laura Aceves-Sanchez, provided an update on the RFP for the update of the Holiday Lights installation and removal for the commercial corridors including the WDDDA and EDDDA. The RFP is planned to be issued by the end of June 2025.
- b) **Mural Removal on W.Village Dr.:** Program Manager, Lara Rayshouny, provided an update on plans for removing the mural on W. Village Dr. due to its unfortunate condition.

9. DDDA ACTIVITY UPDATES

- a. **Business Liaison Updates & Data Reporting:** Business Liaison, Deena Berri, provided an update about the soft opening of Level Zero. She also shared that businesses within the district such as LA Bistro are collaborating with pop up vendors to draw attraction to the downtown area.
- b. **Events Update:** The Special Events and Outreach Manager, Amanda Sancen, provided an update on the Summer Market, the Pilates in the Park event, and Coffee Week.

10. CITY UPDATES

None.

11. CALL TO BOARD

Secretary-Treasurer Chris Small resigned from the board.

12. CALL TO AUDIENCE

None.

13. ADJOURNMENT

A motion to adjourn the meeting was made by Mayor Hammoud at 10:22 AM and seconded by Secretary-Treasurer Chris Small. A voice vote was passed unanimously. Motion was approved and the meeting was adjourned.