



East Dearborn Downtown Development Authority MINUTES

East DDA Board Meeting Dearborn Administrative Center, Room 1D
September 17, 2025; 10:15 AM 16901 Michigan Ave, Dearborn, MI 48124

MEMBERS PRESENT: Director Kamal Turfeh, Vice-Chair Jay Kruz, Director Zaineb Hussein, Director Siham Said, Director Rana Saad, Secretary Treasurer Jennifer Lorenz, Director Steven Witkowski

MEMBERS ABSENT: Mayor Abdullah Hammoud, Director Mariam Jalloul

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

GUESTS: Raissa M Coursey (DTE Energy), Sam Hammoud (DTE Energy)

1. CALL TO ORDER

The meeting was called to order by Vice-Chair Jay Kruz at 10:19 AM.

2. ROLL CALL

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

3. APPROVAL OF EDDDA MINUTES

A motion to approve the East DDDA meeting minutes of August 20, 2025 was made by Director Zaineb Hussein and was seconded by Director Kamal Turfeh. The motion passed unanimously. Minutes approved.

5. REVIEW AND FILING OF TREASURER'S REPORT

Courtney Skora reviewed the financial statement dated August 31, 2025.

6. EDDDA ACTION ITEMS

- a. **ED 25-09-01: Yearly Landscape, Sanitation & Maintenance Contract East DDD:** The EDDDA approved a 12-month contract with Parrott Landscaping commencing October 1, 2025 until September 30, 2026 in an amount not to exceed \$39,949.00 from account #297-6100-911-34-90 for the regular landscaping and sanitation services, in an amount not to exceed \$5,880.00 from account #297-6100-911.62-10 for planting activities, in addition to non-regular services on an as-needed basis. Vice-Chair Jay Kruz made a motion to approve and was seconded by Director Zaineb Hussein. A voice vote passed unanimously. Motion approved.
- b. **ED 25-09-02: BOLT Detroit - Business Highlight Post Pilot contract:** The EDDDA approved a contract with Bolt Detroit is to continue and expand their pilot program, which includes the creation of two (2) monthly videos highlighting local businesses in East Downtown Dearborn for a period of ten (10) months at a cost of six hundred dollars (\$600) per month, with a total cost not to exceed six thousand dollars (\$6,000). Director Zaineb Hussein made a motion to accept the



proposal and was seconded by Director Kamal Turfeh. A voice vote passed unanimously. Motion approved.

- c. **ED 25-09-03: DTE Phase 2 Light Posts Replacement Budget Approval:** The Board approved and authorized the execution of a contract with DTE Energy, in an amount not to exceed \$248,576.19, for the Michigan Avenue East Downtown Phase 2 Light Post Replacement project which includes the replacement of 77 existing 16-foot black special order material posts with 77 new DTE Stock Code 14A Arlen Posts on Michigan Avenue East between Roemer Street and Maple Street, and Oakman Boulevard and Maple Street. Director Kamal Turfeh made a motion to approve and was seconded by Director Zaineb Hussein. The motion passed unanimously. Motion approved.
- d. **ED 25-09-04: Holiday Light Decoration Contract Approval:** The EDDDA approved entering into a contract with Light Up Columbus to provide holiday lighting installation and maintenance for streetscape holiday decorations along East Downtown for an amount not to exceed \$60,000 from account "Holiday & Ramadan Nights. Director Kamal Turfeh made a motion to approve and was seconded by Vice-Chair Jay Kruz. A voice vote passed unanimously. Motion approved.

7. DDDA ACTIVITY UPDATES

- a. **Business Liaison Updates & Data Reporting:** Adel Al-Adlani provided an update on new and upcoming businesses and recent vacancies in the downtown district.
- b. **Events Update:** Amanda Sancen provided an update on a report that will be coming in October for the Summer Festivities, gave an update on Dearborn Coffee Week, and the upcoming Downtown Dearborn Fall Bazaar.

8. CITY UPDATES

Economic Vitality Manager, Laura Aceves-Sanchez, mentioned that representatives from the planning and zoning department will come to the next Joint DDDA session to engage with board members regarding the Master land use process. Director Zaineb Hussein mentioned the IEDC tour in Dearborn. Economic Vitality Manager, Laura Aceves-Sanchez elaborated on that where she mentioned that almost 30 people from all around the United States who are economic development professionals were hosted by the team that took them on a tour in Dearborn, mostly Warren Avenue. The group visited Super Greenland Market, had lunch at Al Amir, an award winning restaurant, then went to Shatila Bakery and lastly to the headquarters of Haraz Coffee House and had a tour of their roasting process.

9. CALL TO BOARD

None.

10. CALL TO AUDIENCE

None.

11. ADJOURNMENT

A motion to adjourn the meeting was made by Director Zaineb Hussein and was seconded by Director Kamal Turfeh. The motion passed unanimously. The meeting was adjourned at 11:05 AM.