



West Dearborn Downtown Development Authority MINUTES

West DDA Board Meeting
September 17, 2025; 9:00 AM

Dearborn Administrative Center, Room 1D
16901 Michigan Ave, Dearborn MI 48126

MEMBERS PRESENT: Chair Tahrik Alcodray, Vice Chair Devon O'Reilly, Director Sam Abbas, Director Zaineb Hussein, Director Tom Clark, Director Karl Makky

MEMBERS ABSENT: Mayor Abdullah Hammoud, Secretary Treasurer Mariam Jalloul

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

GUESTS: Ujiji Davis Williams (Jima Studio), Matthew Graff (Dearborn Historical Museum)

1. CALL TO ORDER

The meeting was called to order by Chair Tahrik Alcodray at 9:23 AM.

2. ROLL CALL

A roll call was conducted by Vice-Chair Devon O'Reilly. A quorum was present.

3. APPROVAL OF WDDDA MINUTES

A motion to approve the West DDDA meeting minutes of August 20, 2025 was made by Vice-Chair Devon O'Reilly and seconded by Chair Tahrik Alcodray. The motion passed unanimously. Minutes approved.

4. REVIEW AND FILING OF TREASURER'S REPORT

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

5. WDDDA ACTION ITEMS

- a. **Resolution WD 25-09-01: Yearly Landscape, Sanitation & Maintenance Contract West DDDA:** The WDDDA approved a 12-month contract with Parrott Landscaping commencing October 1, 2025 until September 30, 2026 in an amount not to exceed \$57,590.00 from account #296-6100-911-34-90 for regular landscaping and sanitation services, and in an amount not to exceed \$16,240.00 from account #296-6100-911.62-10 for planting activities, in addition to non-regular services on an as-needed basis. The motion was made by Director Zaineb Hussein and seconded by Chair Tahrik Alcodray. A voice vote passed unanimously. Motion approved.
- b. **WD 25-09-02: Sponsorship Request - Dearborn Historical Museum:** The WDDDA approved a \$1,500 sponsorship request to support the Dearborn Historical Museum and Museum Guild of Dearborn's annual two-day Fall Festival that encompasses an evening event on October 10th and



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family-friendly activities on October 11th. Director Karl Makky made a motion to approve the sponsorship request and was seconded by Chair Tahrik Alcodray. A voice vote passed unanimously. Motion approved.

- c. **WD 25-09-03: BOLT Detroit - Business Highlight Post Pilot contract:** The WDDDA 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 West 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). Chair Tahrik Alcodray made a motion to accept the proposal and was seconded by Director Sam Abbas. A voice vote passed unanimously. Motion approved.
- d. **WD 25-09-04: DTE Phase 2 Light Posts Replacement Budget Approval:** The WDDDA approved the execution of a contract with DTE Energy, in an amount not to exceed \$38,739.15, for the Michigan Avenue West Downtown Light Post Replacement Project which includes the replacement of 12 existing 16-foot black special order material posts with 12 new DTE Stock Code 14A Arlen Posts on Michigan Avenue, between South Military Street and Oakwood Boulevard. The motion was made by Director Sam Abbas and seconded by Director Zaineb Hussein. A voice vote passed unanimously. Motion approved.
- e. **WD 25-09-05: Holiday Light Decoration Contract Approval:** The WDDDA approved entering into a contract with Light Up Columbus to provide holiday lighting installation and maintenance for streetscape holiday decorations along West Downtown for an amount not to exceed \$60,000 from account "Holiday & Ramadan Nights. Director Zaineb Hussein made a motion to approve and was seconded by Chair Tahrik Alcodray. A voice vote passed unanimously. Motion approved.

8. DISCUSSION ITEMS

- a) **Pocket Park Redesign Project Update:** Lara Rayshouny gave an update on the Pocket Park redesign project and on the design process. The Principal landscape Architect at Jima Studio, Ujijji Williams, shared design concepts with the board for their feedback.

9. DDDA ACTIVITY UPDATES

- a. **Business Liaison Updates & Data Reporting:** Business Liaison, Deena Berri, provided an update about new businesses coming to the district such as a hookah lounge replacing Bar Louie and a BBQ spot replacing Lue Thai. She mentioned that Paisano's, G Grant, and Krum are still under construction. She also mentioned that the green bike racks will be removed from the streets.
- b. **Events Update:** The Special Events and Outreach Manager, Amanda Sancen, gave a recap on the summer activities, and provided an update on Dearborn Coffee Week, and fall festivities including Fall Family day.

10. 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. She also provided a staffing update and informed the board that the Deputy



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Director of Economic Development at the City of Dearborn has stepped away from her position. Director Zaineب Hussein provided updates on major initiatives and projects including village plaza and 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.

11. CALL TO BOARD

None.

12. CALL TO AUDIENCE

None.

13. ADJOURNMENT

A motion to adjourn the meeting was made by Chair Tahrik Alcodray at 10:17 AM and seconded by Director Zaineب Hussein. A voice vote was passed unanimously. Motion was approved and the meeting was adjourned.