



West Dearborn Downtown Development Authority

West DDA Board Meeting
November 19, 2025; 9:00 AM

Dearborn Administrative Center, Council Chambers
16901 Michigan Ave, Dearborn MI 48126

MEMBERS PRESENT: Chair Tahrik Alcodray, Vice Chair Devon O'Reilly, Secretary Treasurer Mariam Jalloul, Director Zaineb Hussein, Director Tom Clark

MEMBERS ABSENT: Mayor Abdullah Hammoud, Director Karl Makky, Director Sam Abbas

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

GUESTS: Kaileigh Bianchini (ED Planning and Zoning), Massara Zwayen (ED Planning and Zoning), Nolan Kukla (ED Planning and Zoning), Kobi Sunday (ED Planning and Zoning), Manuella Barbosa Braga (ED Intern)

1. CALL TO ORDER

The meeting was called to order by Vice Chair Devon O'Reilly at 9:18 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 October 22, 2025 was made by Director Zaineb Hussein and seconded by Vice Chair Devon O'Reilly. The motion passed unanimously. Minutes approved.

4. REVIEW AND FILING OF TREASURER'S REPORT

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

5. WDDDA ACTION ITEMS

- **Resolution WD 25-11-01: Approval of the Proposed FYE 2027 Budget:** The WDDDA approved submitting the proposed three-year budget for FYE 2027-2029 to the City Council. This action was taken in fulfillment of the requirement under Public Act 57 for the WDDDA to prepare and gain approval for its operating budget annually. The proposed budget was reviewed by the Authority as it had been presented by the Economic



Development Department and the Finance Department. The motion was made by Director Zaineb Hussein and seconded by Chair Tahrik Alcodray. A voice vote passed unanimously. Motion approved.

- **Resolution WD 25-11-02: Approval of the 2026 Calendar of Events :** The WDDDA the 2026 Calendar of Events and Promotions, recognizing the benefit of marketing and promoting businesses and activities to bring vibrancy and a positive economic impact to the District. The Authority resolved to fund these events using the Community Promotions Budget account #296-6100-911-51.00 and Contractual Services account #296-6100-911.34-90, consistent with the Tax Increment Financing (TIF) Plan for District Marketing, Promotion, and Support of Arts and Cultural Programs. Staff were authorized to implement the approved calendar, make necessary adjustments, and work collaboratively with the EDDDA (East Dearborn Downtown Development Authority) to execute jointly held events, as outlined in the 2020 Memorandum of Understanding, with the understanding that specific dates and details may be subject to change. The motion was made by Director Zaineb Hussein and seconded by Chair Tahrik Alcodray. A voice vote passed unanimously. Motion approved.
- **Resolution WD 25-11-03: 2026 Nominating Committee Elections:** The WDDDA elected the 2026 Officer Nominating Committee to prepare for the annual election of the Chair, Vice-Chair, and Secretary-Treasurer, who will serve as the Executive Committee. In accordance with the WDDDA bylaws, these officers are required to be elected at the first meeting of the calendar year. The WDDDA Board of Directors resolved to elect Board members Zaineb Hussein, Tahrik Alcodray, and Tom Clark to serve on this committee. Vice Chair Devon O'Reilly made a motion to approve the resolution and was seconded by Director Zaineb Hussein. A voice vote passed unanimously. Motion approved.
- **Resolution WD 25-11-04: Authorizing Economic Development Director to Execute Dearborn Forward Grants :** The WDDDA Board approved authorizing the Director of the Economic Development Department to execute all Dearborn Forward Grant Agreements that have been previously approved and awarded by the WDDDA. This authorization, which was adopted on November 19, 2025, is intended to ensure the timely and proper execution of the agreements and prevent operational delay, consistent with Article IV(1) of the WDDDA Bylaws, which permits the Board to authorize an agent to execute contracts on behalf of the Authority. A copy of the resolution approving the specific grant must be attached to the Grant Agreement. The motion was made by Chair Tahrik Alcodray and seconded by Director Zaineb Hussein. A voice vote passed unanimously. Motion approved.
- **Resolution WD 25-11-05: Additional Pocket Park Funds for Landscape Material:** The WDDDA approved an additional allocation of funds not to exceed \$1,480.00 for the



replacement and installation of 37 shrubs, plus \$2,100.00 for contingency purposes, to be paid to Premier Group Associates (PGA). These funds will be drawn from the Streetscape Enhancements Account. This action was necessary because the existing shrubs on the Brome Modern Eatery side of the Pocket Park, which were intended to be integrated into the final design of the Pocket Park Improvement Project, were removed after the project design was approved. The purchase and installation of these replacement shrubs are required to ensure the project meets its intended design standards and aesthetic goals for enhancing the public space. The motion was made by Director Zaineb Hussein and seconded by Chair Tahrik Alcodray. A voice vote passed unanimously. Motion approved.

6. DISCUSSION ITEMS

- a) **Pocket Park Project Update:** Program Manager Lara Rayshouny, gave an update on the Pocket Park improvement project, noting that the contractor began the relocation of site amenities, including the sculpture, benches, trash cans, bike rack, and tree grates, on Wednesday, November 12. Construction work officially commenced on Monday, November 17, starting with the paver removal process. The upcoming activity involves the contractor beginning the pour-in-place concrete work once the pavers are fully removed. Additionally, the Economic Vitality Manager, Laura Aceves-Sanchez, announced that the mural restoration will be deferred until the spring due to weather conditions, with plans to hold a grand opening of the pocket park once all work is completed.
- b) **Master Plan Discussion:** Representatives from the ED Planning and Zoning teams were present to take feedback from the board members on the Master Plan process.

7. DDDA ACTIVITY UPDATES

- a. **Business Liaison Updates & Data Reporting:** Business Liaison, Deena Berri provided updates regarding new business openings such as Azima Grill and Krum Pizza Club. She mentioned that there are several businesses that are expected to open in the near future such as Loop Bagel and Soda shop, Paisano's, and the new seafood house. There are other businesses and developments underway that are expected to begin construction soon such as the hookah lounge and Kilwin's. There are a couple vacancies such as Global Technical Recruiters and Filli.
- b. **Events Update:** The Special Events and Outreach Manager, Amanda Sancen, delivered a comprehensive update that included a review of the Authority's fall events and a social media update. Furthermore, she highlighted the upcoming Jingle Bell Bash event, which is scheduled to take place on December 13 at Peace Park West.

8. CITY UPDATES

The Director of the Economic Development Department, Jordan Twardy, provided an update on the hiring process for the Deputy Director for the Economic Development Department position. He indicated that interviews are currently ongoing and expressed the expectation that a candidate



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should be hired by the end of the year.

9. CALL TO BOARD

None.

10. CALL TO AUDIENCE

None.

11. ADJOURNMENT

A motion to adjourn the meeting was made by Chair Tahrik Alcodray at 10:00AM and seconded by Director Tom Clark. A voice vote was passed unanimously. Motion was approved and the meeting was adjourned.