



East Dearborn Downtown Development Authority

East DDA Board Meeting
January 21, 2026; 10:00 AM

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

MEMBERS PRESENT: Director Kamal Turfeh, Director Mariam Jalloul, Vice-Chair Jay Kruz, Director Rana Saad, Mayor Abdullah Hammoud, Director Siham Said

MEMBERS ABSENT: Director Zaineb Hussein, Secretary Treasurer Jennifer Lorenz, Director Steven Witkowski

NON-MEMBERS PRESENT: CITY OF DEARBORN: Jordan Twardy (ED), Lara Rayshouny (ED), Adel Al-Adlani (ED), Rebecca Schultz (Legal), Amanda Sancen (ED), Courtney Skora (Finance), Mohammed Rezq (ED)

GUESTS: None

1. CALL TO ORDER

The meeting was called to order by Chair/Mayor Abdullah Hammoud at 10:10 AM.

2. ROLL CALL

A role call for Board Members was conducted by Chair/Mayor Abdullah Hammoud. A quorum was present.

3. APPROVAL OF EDDDA MINUTES

A motion to approve the East DDDA meeting minutes of December 17, 2025 was made by Vice-Chair Jay Kruz and was seconded by Director Kamal Turfeh. The motion passed unanimously. Minutes approved.

4. REVIEW AND FILING OF TREASURER'S REPORT

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

5. EDDDA ACTION ITEMS

- a. **Resolution ED 26-01-01: 2026 Executive Committee Nominations:** The EDDDA Board approved the Executive Committee for the 2026 calendar year as recommended by the Nominating Committee: Mayor Abdullah Hammoud as Chair, Jay Kruz as Vice-Chair, and Jennifer Lorenz as Secretary-Treasurer. Due to Director Lorenz's absence, her appointment is contingent upon her formal approval at the EDDDA meeting on February 18, 2026. Vice-Chair Jay Kruz made a motion to approve and was seconded



by Director Kamal Turfeh. A voice vote passed unanimously. Motion approved.

- b. **Resolution ED 26-01-02: Dearborn Forward Revisions :** The Board approved comprehensive revisions to the Dearborn Forward Grant Program guidelines to improve clarity and equity, effective April 2, 2026. Previously tabled for review, the adopted policy updates both the scope of work and eligibility requirements. Key revisions include clarifying that funding applies to the aggregate cost of comprehensive interior and exterior improvements. To ensure equitable distribution, the Board established a five-year funding limit per storefront (with a "transformational" exception), a portfolio cap allowing only one active grant per owner, and requirements regarding multi-tenant access, executed leases, and city permits. The motion was made by Director Kamal Turfeh and seconded by Vice-Chair Jay Kruz. A voice vote passed unanimously. Motion approved.
- c. **Resolution ED 26-01-03: Appointing a EDDDA Board Member to the Dearborn Forward Review Committee:** To ensure proper representation and oversight in the grant evaluation process, the Board sought to appoint an EDDDA Board member to the Dearborn Forward review committee. The Board approved the resolution and appointed Director Siham Said to the 2026 Dearborn Forward Grant Review Committee to review, evaluate, and recommend grant recipients to the East DDA Board. Vice-Chair Jay Kruz made a motion to approve and was seconded by Director Kamal Turfeh. A voice vote passed unanimously. Motion approved.
- d. **Resolution ED 26-01-04: Executive Meeting Time Change Request:** The EDDDA Board approved to reschedule Executive Committee meetings from 9:00 AM to 10:00 AM to address scheduling conflicts and improve member engagement. This schedule adjustment is effective as of February 2026. The motion was made by Director Kamal Turfeh and seconded by Vice-Chair Jay Kruz. A voice vote passed unanimously. Motion approved.
- e. **ED 26-01-05: Inclement Weather and Outdoor Events Policy:** The EDDDA Board approved a new policy establishing safety protocols and cancellation thresholds for DDA outdoor events. The policy mandates event suspension or cancellation during extreme conditions, including wind chills below 15°F, heat indexes exceeding 100°F, sustained winds over 25 mph, or "Hazardous" air quality (AQI 201+). The resolution also authorized the procurement of necessary safety and heating equipment within the approved budget. The motion was made by Director Kamal Turfeh and seconded by Vice-Chair Jay Kruz. A voice vote passed unanimously. Motion approved.

6. DISCUSSION ITEMS

- a) **Holiday Lights:** Program Manager, Lara Rayshouny, gave an update on the Holiday Light Decorations 2025-2026.



7. DDDA ACTIVITY UPDATES

- a. **Business Liaison Updates & Data Reporting:** Business Liaison, Adel Al-Adlani provided updates on East downtown businesses. Adel provided an update regarding a local business being nominated for the Match on Main grant to fund interior improvements. Additionally, Adel is assisting two new businesses as they prepare for their upcoming openings.
- b. **Events Update:** The Special Events and Outreach Manager, Amanda Sancen, provided an update to the Board, presenting both the Holiday Event Report and the comprehensive Annual Event Report.

8. CITY UPDATES

None.

9. CALL TO BOARD

None.

10. CALL TO AUDIENCE

None.

11. ADJOURNMENT

A motion to adjourn the meeting was made by Director Kamal Turfeh at 10:52 AM and seconded by Vice-Chair Jay Kruz. A voice vote was passed unanimously. Motion was approved and the meeting was adjourned.