



East Dearborn Downtown Development Authority

East DDA Board Meeting
April 15, 2026; 10:00 AM

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

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

MEMBERS ABSENT: Director Mariam Jalloul

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

GUESTS: Anna Dewey (e3 refillery)

1. CALL TO ORDER

The meeting was called to order by Secretary Treasurer Jennifer Lorenz at 10:05 AM.

2. ROLL CALL

A role call for Board Members was conducted by Secretary Treasurer Jennifer Lorenz. A quorum was present.

3. APPROVAL OF EDDDA MINUTES

A motion to approve the East DDDA meeting minutes of March 18, 2026 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 March 31, 2026.

5. EDDDA ACTION ITEMS

- a. **Resolution ED 26-04-01: Acceptance of Member Resignation - Mariam Jalloul :** The EDDDA Board approved resignation of Secretary-Treasurer Mariam Jalloul. Following her formal resignation dated March 23, 2026, the Board declared her position on the East Dearborn Downtown Development Authority vacant. Director Kamal Turfeh made a motion to approve and was seconded by Vice-Chair Jay Kruz. A voice vote passed unanimously. Motion approved.



- b. **Resolution ED 26-04-02: Sponsorship Request - Arab American National Museum** : The EDDDA board approved a **\$1,000 sponsorship** for the Arab American National Museum's (AANM) "Hafla Fil Hadiqa: Eid Family Party & Artisan Market," scheduled for June 6, 2026. This event celebrates the opening of the AANM Heritage Garden and Eid Al-Adha, featuring expanded programming between the museum and Peace Park East to drive foot traffic to the East Downtown district. In exchange for the funding, the EDDDA will receive logo placement on all marketing materials, and the AANM will provide a post-event impact report. The motion was made by Director Zaineb Hussein and seconded by Director Kamal Turfeh. A voice vote passed unanimously. Motion approved.
- c. **Resolution ED 26-04-03: Weed Services Cost-Share Agreement:** The EDDDA approved a cost-sharing agreement for district-wide weed control services for an amount not to exceed \$20,000. To maintain a clean and attractive corridor, the EDDDA approved funding weed control services in West downtown. These funds will be drawn from the Landscape & Maintenance account. The motion was made by Director Zaineb Hussein and seconded by Director Kamal Turfeh. A voice vote passed unanimously. Motion approved.
- d. **ED 26-04-04: Oasis Kitchen Dearborn Forward Grant Extension of Completion Deadline:** The EDDDA board approved a deadline extension for the Oasis Kitchen mural project, moving the completion date from May 2, 2026, to October 30, 2026. This \$18,000 Dearborn Forward Grant supports a high-impact exterior mural at 13210 Michigan Ave. The extension was granted to accommodate multiple design revisions and to ensure the installation occurs during favorable weather conditions, preserving the quality and longevity of the artwork. All other original grant terms remain unchanged. The motion was made by Vice-Chair Jay Kruz and seconded by Director Zaineb Hussein. A voice vote passed unanimously. Motion approved.
- e. **ED 26-04-05: Authorizing Staff Attendance at the 2026 International Placemaking Conference:** The EDDDA approved the attendance of DDA staff members—including the Business Liaison, Program Manager, Events Manager, and Economic Vitality Manager—at the International Placemaking Conference in Detroit from June 24-26, 2026. The Board recognizes the value of gaining technical expertise in placemaking to benefit current district projects. All associated registration and reasonable expenses will be covered using funds already allocated within the approved FY 2026 professional development budget. The motion was made by Director Zaineb Hussein and seconded by Secretary Treasurer Jennifer Lorenz. A voice vote passed unanimously. Motion approved.

6. DISCUSSION ITEMS

- a) **Sanitation RFP - April 30th to be released:** Program Manager Lara Rayshouny presented an update regarding the upcoming sanitation Request for Proposals (RFP). Building on discussions from February, she highlighted that the West and East Downtown Development Authorities (DDDA) must address a critical strain on their sanitation infrastructure caused by the rapid growth of food-and-beverage businesses. This growth has resulted in severe waste overflow in communal, city-owned enclosures that currently lack a unified management strategy. To resolve these challenges, the DDDAs are



preparing to release an RFP for a comprehensive Sanitation Study & Waste Management Strategy by April 30, 2026. This study will leverage professional expertise to develop a unified waste management approach and analyze the feasibility, technology, and policy frameworks necessary to standardize waste management across both districts.

- b) **Board Member for the Sanitation Evaluation Committee:** Program Manager Lara Rayshouny outlined the selection process for the forthcoming sanitation project, which will be managed by a formal Evaluation Committee. This committee will include representatives from the City's Economic Development department, the Department of Public Works (DPW), and designated board representation to ensure district interests are prioritized during the review process. Director Jennifer Lorenz volunteered to serve as the EDDDA Board representative on this committee. The board will be informed once the RFP is officially issued and the evaluation phase commences.

7. DDDA ACTIVITY UPDATES

- a. **Events Update:** The Special Events and Outreach Manager, Amanda Sancen, provided an update on Dearborn Night of Innovation and the Bet on Dearborn EXPO. She also provided updates on the Downtown Dearborn Movies series.

8. CITY UPDATES

None.

9. CALL TO BOARD

Secretary-Treasurer Jennifer Lorenz shared information regarding **Vintage Store Day** on May 16, 2026, noting that her business, Little Mama's Vintage, will be participating. Staff confirmed they will connect her with their videographer from the business highlight series to capture footage of the event. Additionally, Director Steven Witkowski announced the **Medication and Sharps Take Back Day**, scheduled for April 24, 2026, from 10:00 AM to 2:00 PM at Corewell Health Dearborn Hospital's Care Center Entrance. He distributed a promotional flyer to the Board and staff, requesting assistance in spreading the word to the community to ensure a successful drive-up and drop-off event.

10. CALL TO AUDIENCE

Anna Dewey, owner of the new Michigan-based business **e3 refillery**, introduced her zero-waste enterprise to the board. She shared that her business focuses on providing sustainable home and personal care products designed to eliminate plastic packaging, offering the community more environmentally friendly retail options.

11. ADJOURNMENT

A motion to adjourn the meeting was made at 10:40 AM by Director Zaineb Hussein and seconded by Secretary Treasurer Jennifer Lorenz. A voice vote was passed unanimously. Motion was approved and the meeting was adjourned.