



## **West Dearborn Downtown Development Authority**

West DDA Board Meeting  
April 15, 2026; 11:00 AM

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

**MEMBERS PRESENT:** Chair Tahrik Alcodray, Vice Chair Tom Clark, Director Sam Abbas, Director Christopher Williams, Director Zaineb Hussein, Director Karl Makky, Mayor Abdullah Hammoud

**MEMBERS ABSENT:** Secretary Treasurer Mariam Jalloul, Director Hussein Nasser

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

**GUESTS:** None

### **1. CALL TO ORDER**

The meeting was called to order by Chair Tahrik Alcodray at 11:04 AM.

### **2. ROLL CALL**

A roll call was conducted by Chair Tahrik Alcodray. A quorum was present.

### **3. APPROVAL OF WDDDA MINUTES**

A motion to approve the West DDDA meeting minutes of March 18, 2026 was made by Mayor Abdullah Hammoud 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 March 31, 2026.

### **5. WDDDA ACTION ITEMS**

- a. **Resolution WD 26-04-01: Acceptance of Member Resignation - Mariam Jalloul :** The WDDDA Board approved resignation of Secretary-Treasurer Mariam Jalloul. Following her formal resignation dated March 23, 2026, the Board has declared her position on the West Dearborn Downtown Development Authority vacant. The motion was made by Chair Tahrik Alcodray and



seconded by Vice Chair Tom Clark. A voice vote passed unanimously. Motion approved.

- b. **Resolution WD 26-04-02: Executive Committee Secretary-Treasurer Election:** The WDDDA Board appointed Sam Abbas as the new Secretary-Treasurer for the West Dearborn Downtown Development Authority. This appointment followed the resignation of the previous Secretary-Treasurer, Mariam Jalloul, necessitating a new election to fulfill the board's requirement to maintain a complete executive committee consisting of a Chair, Vice-Chair, and Secretary-Treasurer. The motion was made by Mayor Abdullah Hammoud and seconded by Director Zaineb Hussein. A voice vote passed unanimously. Motion approved. Director Sam Abbas abstained from voting.
- c. **Resolution WD 26-04-03: Weed Services Cost-Share Agreement:** The WDDDA approved a cost-sharing agreement for district-wide weed control services for an amount not to exceed \$12,000. To maintain a clean and attractive corridor, the WDDDA approved funding weed control services in West downtown. These funds will be drawn from the Streetscape Enhancements account. The motion was made by Director Zaineb Hussein and seconded by Director Sam Abbas. A voice vote passed unanimously. Motion approved.
- d. **Resolution WD 26-04-04: Reallocation Of Funds From Restaurant Week:** The WDDDA Board approved the reallocation of \$6,000 from the \$7,500 Restaurant Week budget to support high-traffic community summer programming. While acknowledging the historical success of Restaurant Week, the current marketing efforts effectively promote local eateries, allowing resources to be shifted toward initiatives that drive immediate foot traffic to the district. Of the total reallocated amount, \$5,000 will be transferred to the Peace Park Pop-Up Series account and \$1,000 will be moved to the Summer Festivities account. The motion was made by Director Sam Abbas and seconded by Chair Tahrik Alcodray. A voice vote passed unanimously. Motion approved.
- e. **Resolution WD 26-04-05: Authorizing Staff Attendance at the 2026 International Placemaking Conference:** The WDDDA 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 Chair Tahrik Alcodray and seconded by Director Zaineb Hussein. A voice vote passed unanimously. Motion approved.
- f. **Resolution WD 26-04-06: Additional Funds for Dearborn Pocket Park Electrical Infrastructure:** The WDDDA Board approved an expenditure of up to **\$2,000** from the Streetscape Enhancements account to remove and replace a 100-amp electrical disconnect at the Dearborn Pocket Park. This repair is necessary to address power delivery issues identified during the Pocket Park Improvement Project. While the contractor, Premier Group Associates (PGA), is repairing underground conduit damage at their own expense, this specific change order ensures the overall safety and functionality of the park's electrical system. The motion was made by Director Zaineb Hussein and seconded by Director Karl Makky. 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 Karl Makky volunteered to serve as the WDDDA Board representative on this committee. The board will be informed once the RFP is officially issued and the evaluation phase commences.
- c) **Tree Planting & Landscaping:** Program Manager Lara Rayshouny presented a plan for a significant landscaping investment this summer to improve streetscape aesthetics and infrastructure durability. The project focuses on repairing tree well infrastructure and beautifying vacant in-ground patches to create a cohesive look in the district. Following a field assessment on April 8, 2026, staff identified priority needs including stump removals, grate replacements, and new in-ground plantings. Comprehensive proposals from vendors are currently being finalized. These will be presented at the May 20, 2026 board meeting; if approved, planting will begin immediately to align with the current growing season.

## 7. DDDA ACTIVITY UPDATES

- a. **Business Liaison Updates & Data Reporting:** Business Liaison, Deena Berri, provided updates about collaborating with the Dearborn Public Health Department to expand the Wellness in the Park series to include an event dedicated to men's mental health. She also provided updates about an upcoming initiative encouraging the business community to purchase baby changing tables for their bathrooms to make their spaces more family friendly. With that being said, the DDDA will be working alongside the Parks and Recreation department to dedicate one of the Peace Park bathrooms to mothers. The intention is to have a baby changing table and nursing station to



accommodate families visiting the park. On another note, Deena is having discussions with U of M Dearborn and Henry Ford College to have the Peace Park included in their shuttle route during Coffee Week. Additionally, she provided updates on alley improvements and High Society's soft opening date.

- b. **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 Dearborn Summer Market and wellness in the park.

## **8. CITY UPDATES**

Mayor Abdullah Hammoud provided an update regarding the Parking Advisory Committee, noting that it was recently passed by the City Council. This committee now holds the legal authority to execute operational changes within a one-year timeframe without requiring additional City Council approval. Additionally, the Mayor shared that he is currently working on a \$75 million proposal for City Council to repair every city road currently considered in poor condition. This significant investment initiative is designed to ensure the elimination of potholes across all city streets.

## **9. CALL TO BOARD**

Director Sam Abbas inquired regarding the Special Assessment District (SAD), and requested a point of contact for SAD. Mayor Hammoud responded that the City has contracted a new assessing firm and indicated that Director Abbas will be connected with them once they commence work. Director Abbas also sought an update on the status of wayfinding signage. The Mayor shared that the City is currently undergoing a rebranding process, with a target completion date set for the upcoming summer timeline.

## **10. CALL TO AUDIENCE**

None.

## **11. ADJOURNMENT**

A motion to adjourn the meeting was made at 12:08 PM by Chair Tahrik Alcodray and seconded by Director Zaineb Hussein. A voice vote was passed unanimously. Motion was approved and the meeting was adjourned.