



East Dearborn Downtown Development Authority

East DDA Board Meeting
August 19, 2026; 10:00 AM

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

MEMBERS PRESENT: Director Kamal Turfeh, Director Zaineb Hussein, Secretary Treasurer Jennifer Lorenz, Director Siham Said, Director Steven Witkowski

MEMBERS ABSENT: Mayor Abdullah Hammoud, Director Rana Saad, Vice-Chair Jay Kruz,

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

GUESTS: Ben Stupka Executive Director of RTA; Ryan Hoensheid, P.E. *WSP*; *Brad Strader, AICP C2G*

1. **CALL TO ORDER:** The meeting was called to order by Secretary-Treasurer Jennifer Lorenz at 10:27 AM.
2. **ROLL CALL:** A roll call was conducted by Secretary-Treasurer Jennifer Lorenz. A quorum was present.
3. **APPROVAL OF EDDDA MINUTES:** A motion to approve the East DDA meeting minutes from June 17, 2026 was made by Director Steven Witkowski and seconded by Director Kamal Turfeh. The motion passed unanimously. Minutes approved.
4. **REVIEW AND FILING OF TREASURER'S REPORT:** Acknowledgment, review, and filing of the Treasurer's Reports from June 2026 and July 2026 were conducted by Secretary-Treasurer Jennifer Lorenz.
5. **EDDDA ACTION ITEMS**
 - a. **Resolution ED 26-08-01: Renewal of Frank's Landscaping (Snow Removal)**
Contract: The EDDDA Board authorized a contract renewal with Frank's Landscaping & Supplies, LLC for snow removal services for the 2026/2027 season for an amount not to exceed \$85,000. The motion was made by Director Kamal Turfeh and seconded by Director Steven Witkowski. A voice vote passed unanimously. Motion approved.
 - b. **Resolution ED 26-08-02: Amendments to the DDA Purchasing Policy:** The EDDDA Board adopted a revised Purchasing Policy to streamline daily operations by delegating the approval of standard professional development opportunities to the Director of Economic Development. The competitive procurement threshold was also adjusted from \$3,000 to \$4,000 to align with the City's Purchasing Policy. The motion was made by



Director Zaineb Hussein and seconded by Director Kamal Turfah. A voice vote passed unanimously. Motion approved.

- c. **Resolution ED 26-08-03: Dearborn Forward Grant Extensions:** There was a motion to add a new resolution to the agenda granting the two Dearborn Forward awardees - Doll Me Up Boutique and Baba's Grill - whose grants expired on August 20, 2026, a grant extension to obtain completion until April 30, 2027. If construction is in progress on that date, the Director of Economic Development can administratively move the completion deadline to June 30, 2027. The motion was made by Director Zaineb Hussein and seconded by Director Kamal Turfah. A voice vote passed unanimously. Motion approved.
6. **DISCUSSION ITEMS** Discussions were held regarding the following topics:
- **RTA Updates:** The RTA provided an overview of the Access to Transit Program, which is slated to conduct transit stop improvements in the East Downtown District. They provided updates and solicited feedback.
 - **Holiday Lights:** The holiday light program is being worked on, with potential designs due to the City by the end of the month.
 - **Phase 2 of DTE Light Posts Project Update:** Construction is scheduled to start August 24, 2026.
 - **Sanitation Study:** A firm was chosen to conduct the study. The contract is still in progress but the kick-off is expected in the next month.
 - **Landscaping Warranty:** Ground Control honored the warranty for the plants.
 - **Alley Project:** Alley improvements are coming to the East Downtown later this year. Staff will keep businesses informed.
 - **Dearborn Forward Updates:** Jordan presented items about two grants that are in progress, Doll Me Up Boutique and Baba's Grill, that requested grant extensions.
7. **DDDA ACTIVITY UPDATES Events Update:** Special Events and Outreach Manager Amanda Sancen provided updates on recent and upcoming district programming:
- **Downtown Dearborn Movie Nights:** The summer season has secured a total sponsorship value of \$13,835.00 to date (partners include Splash and Snack popcorn, Custard Co. ice cream, PCT Institute of Health Care hydration station, Friendship Factory interactive station, and EDDA giveaway cups). The June 30th event saw a record-breaking opening night attendance of roughly 750-1,000 attendees. The July 23rd event set an overall attendance record with roughly 1,200 attendees, enhanced by Mario characters on site. The upcoming August 27th screening of Lilo & Stitch will be sponsored by the Arab American National Museum and will feature Stitch on site for the first hour.
 - **Dearborn Coffee Week:** Participation applications are live and open until August 21st at 5:00 PM. A closing event will be hosted at PPE on October 2nd, featuring a showcase of music, visual arts, and coffee.



EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY



DEARBORN ECONOMIC DEVELOPMENT

CITY OF DEARBORN | ABDULLAH H. HAMMOUD, MAYOR

- **Trick or Treating:** Sign-ups will go live in September, with event registration opening in early October. The event will occur on the same day as the Fall Bazaar for a full day of activities. The 2025 event had over 1,700 participants.
- **Downtown Dearborn Fall Bazaar:** Applications are currently live and open until August 24th at 5:00 PM. Following a highly successful inaugural year in 2025—which saw over 1,000 attendees, filled Maple Street to capacity with 22 vendors, and generated highly positive vendor feedback—the bazaar will continue to focus on arts under a whimsical fall theme.

8. CITY UPDATES: Jordan Twardy mentioned that the City is working with an external contractor to conduct plan reviews for the City. The City is also hiring four additional code enforcement officers.

9. CALL TO BOARD None.

10. CALL TO AUDIENCE None.

11. ADJOURNMENT: A motion to adjourn the meeting was made at 10:55AM by Director Steven Witkoski and was seconded by Director Jennifer Lorenz. A voice vote was passed unanimously. Motion was approved and the meeting was adjourned.