



## **West Dearborn Downtown Development Authority**

West DDA Board Meeting  
August 19, 2026; 11:00 AM

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

**MEMBERS PRESENT:** Chair Tahrik Alcodray, Secretary Treasurer Sam Abbas, Director Christopher Williams, Director Zaineb Hussein,, Director Lola Elzein, Director Karl Makky

**MEMBERS ABSENT:** Vice Chair Tom Clark,, Director Hussein Nasser, Mayor Abdullah Hammoud

**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)

**GUESTS:** None

1. **CALL TO ORDER:** The meeting was called to order by Chair Tahrik Alcodray at 11:15 AM.
2. **ROLL CALL:** A roll call was conducted by Secretary-Treasurer Sam Abbas.
3. **APPROVAL OF WDDDA MINUTES:** A motion to approve the West DDA meeting minutes of June 17, 2026 was made by Chair Tahrik Alcodray and seconded by Director Christopher Williams. A voice vote was passed unanimously. Minutes approved.
4. **REVIEW AND FILING OF TREASURER'S REPORTS:** Acknowledgment, review, and filing of the Treasurer's Reports from June 2026 and July 2026) were conducted by Chair Tahrik Alcodray.
5. **WDDDA ACTION ITEMS**
  - a. **Resolution WD-26-08-01: Acceptance of Resignation of Hussein Ali Nasser:** The WDDDA Board approved the acceptance of the resignation from Director Hussein Ali Nasser and declared the position vacant, effective immediately. The motion was made by Chair Tahrik Alcodray and seconded by Director Zaineb Hussein. A voice vote passed unanimously. Motion approved.
  - b. **Resolution WD 26-08-02: Amendments to the DDA Purchasing Policy:** The WDDDA 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 Chair Tahrik Alcodray and seconded by Director Christopher Williams. A voice vote passed unanimously. Motion approved.



- c. Resolution WD 26-08-03: Renewal of Frank's Landscaping (Snow Removal)**  
**Contract:** The WDDDA 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 Christopher Williams and seconded by Chair Tahrik Alcodray. A voice vote passed unanimously. Motion approved.
- d. Resolution WD 26-08-04: Approval of a Contract for Pocket Park Maintenance with Parrott Landscaping:** The WDDDA Board authorized a contract with Parrott Landscaping, commencing August 2026 until June 30, 2027, for comprehensive Pocket Park maintenance services in an amount not to exceed \$25,331.00. The motion was made by Secretary-Treasurer Sam Abbas and seconded by Director Zaineb Hussein. A voice vote passed unanimously. Motion approved.
- e. Resolution WD 26-08-05: Additional Watering of Plantings in West Downtown FY'27:** The WDDDA Board approved a total expenditure not to exceed \$19,200 to fund Parrott Landscaping, LLC for September and October plant establishment watering services. The motion was made by Chair Tahrik Alcodray and seconded by Director Zaineb Hussein. A voice vote passed unanimously. Motion approved.
- f. Resolution WD 26-08-06: Contract Execution for Orkin Rodent Activity Services:** The WDDDA Board approved a proposal from Orkin to continue rodent control services for twelve months at a total monthly cost of \$1,016.50 (totaling \$12,198 for the year). The motion was made by Director Zaineb Hussein and seconded by Chair Tahrik Alcodray. A voice vote passed unanimously. Motion approved.
- g. Resolution WD 26-08-07: Approval of the Sale of an Outdoor Platform to The Great Commoner:** The WDDDA Board agreed to sell the physical outdoor platform structure to The Great Commoner for a purchase price of One Dollar (\$1.00) so the business can continue operations while removing the WDDDA's maintenance obligations. The motion was made by Chair Tahrik Alcodray and seconded by Secretary-Treasurer Sam Abbas. A voice vote passed unanimously. Motion approved.
- h. Resolution WD 26-08-08: Sponsorship of DRIP Coffee Party:** The WDDDA Board approved up to \$2,000 in sponsorship funding for the Drip Coffee Party taking place at Peace Park West during Dearborn Coffee Week on September 27, 2026. The motion was made by Chair Tahrik Alcodray and seconded by Secretary-Treasurer Sam Abbas. A voice vote passed unanimously. Motion approved.
- i. Resolution WD 26-08-09: Sponsorship Request - Pocket Park Mural & Bench:** The WDDDA Board approved providing up to \$2,000 to Fresh Air Creatives, LLC for a newly installed concrete bench painting and scaffolding for the Pocket Park mural



renovation. The motion was made by Secretary-Treasurer Sam Abbas and seconded by Director Zaineb Hussein. A voice vote passed unanimously. Motion approved.

**6. DISCUSSION ITEMS** General discussions were held regarding the following items:

- a. **Holiday Lights:** The holiday light program is being worked on, with potential designs due to the City by the end of the month.
- b. **Phase 2 of DTE Light Posts Project Update:** Construction is scheduled to start August 24, 2026.
- c. **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.
- d. **Alley Project:** Alley improvements are coming to the West Downtown later in August. Staff will keep businesses informed.

**7. DDDA ACTIVITY UPDATES**

- a. **Business Liaison Updates & Data Reporting:** Business Liaison Deena Berri provided updates regarding new and upcoming businesses, particularly around West Village Commons, as well as an upcoming alley project that will impact businesses North of Michigan Avenue.
- b. **Events Update:** Special Events and Outreach Manager Amanda Sancen provided the following updates:
  - **Dearborn Summer Market:** A recap of the June 12th market revealed an outstanding turnout—the largest opening date on record with hourly counts over 550 and an estimated 1,050 to 1,250 total attendees.
  - **August Markets:** Two markets are being hosted on August 14th and 28th, activating a weather date due to a prior air quality cancellation. The August 28th market will collaborate with the Community Relations Team's "Under the Stars" activation from 8:00 PM to 10:30 PM, featuring DJ Jewels. August 14th featured a Cultural Showcase by Galata Sweets.
  - **Dearborn Coffee Week:** Participation applications are live until August 21st at 5:00 PM. The DDA will be piloting a shuttle program from UM-Dearborn (and potentially Henry Ford College) to transport students between the universities and the West Downtown on the Monday and Tuesday of Dearborn Coffee Week.
  - **PPW Opening Event:** Scheduled for September 25th from 5:00 PM to 8:00 PM, featuring tasting stations, music, photo opportunities, interactive stations, and giveaways.

**8. CITY UPDATES:** No City updates.

**9. CALL TO BOARD:** A question was asked on whether EV charging stations could be installed in City-owned parking lots. Director Twardy mentioned this had occurred in the past and the City could potentially explore a new charging station vendor.



## WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY



## DEARBORN ECONOMIC DEVELOPMENT

CITY OF DEARBORN | ABDULLAH H. HAMMOUD, MAYOR

10. **CALL TO AUDIENCE:** None.

11. **ADJOURNMENT:** A motion to adjourn the meeting was made at 12:03pm by Chair Tahrik Alcodray and was seconded by Director Sam Abbas. A voice vote passed unanimously. Motion was approved and the meeting was adjourned.