



Dix-Vernor Business District Improvement Authority

Board Meeting Minutes

Sep 15, 2026; 4:15 pm EST

Dearborn Administrative Center, Council Chambers

16901 Michigan Ave, Dearborn, MI 48124

MEMBERS PRESENT: Director Ronald Berry, Vice-Chair Imad Asoufy, Mayor Abdullah Hammoud, Chair Brigitte Fawaz-Anouti, Director Patrick Rugiero, Director Mahdi Ali.

MEMBERS ABSENT: Director Mohammed Abdullah, Director Lucius Anthony, Secretary-Treasurer Amie Kerek.

NON-MEMBERS PRESENT: CITY OF DEARBORN: Mohammed Rezq (ED), Courtney Skora (Finance), Saeid Alawathi (ED), Rebecca Shultz (Legal), Laura Aceves- Sanchez (ED).

1. **CALL TO ORDER:** Chair Brigitte Fawaz-Anouti called the meeting to order at 4:32 pm.
2. **ROLL CALL:** A roll call for board members was called. A quorum was present.
3. **APPROVAL OF THE REGULAR MEETING MINUTES JUNE 24, 2026**

Chair Brigitte Fawaz-Anouti presented the meeting minutes of June 24, 2026. A motion was made to approve the meeting minutes by Director Ronald Berry and was seconded by Secretary-Treasurer Amie Kerek. Motion passed unanimously. Motion approved.

4. RECEIVING AND FILING OF TREASURER'S REPORT

Courtney Skora from the Finance Department presented the monthly financial statement for the months of June, July and August 2026. Chair Brigitte Fawaz-Anouti acknowledged receiving and filing the financial statements.

5. ACTION ITEMS

a. Resolution DV-26-09-01:

The Dix-Vernor Business District Improvement Authority (DVBDIA) Board adopted a revised Purchasing Policy—which took effect immediately—to streamline operations and align with city standards. To eliminate administrative delays caused by requiring board approval for all staff training, the update delegated authority to the Director of Economic Development to approve routine professional development within budget, while also raising the threshold for requiring competitive bids from \$3,000 to \$4,000 to match the City's Purchasing Policy.

A motion was made for this resolution by Vice-Chair Imad Asoufy and seconded by Director Ronald Berry. A voice vote passed unanimously. Motion approved.

b. **Resolution W-26-09-02:**

A resolution was introduced to renew the yearly landscape, sanitation & maintenance contract with Parrott Landscaping. The DVBDIA authorized an award of a 12-month contract with Parrott Landscaping commencing October 1, 2026 until September 30, 2027 in an amount not to exceed \$11,271.00 from the Contractual Services in addition to non-regular services on an as-needed basis for \$50.00 an hour.

A motion was made for this resolution by Mayor Abdullah Hammoud and seconded by Director Ronald Berry. A voice vote passed unanimously. Motion approved

c. **Resolution W-26-09-02:**

A resolution was introduced to discuss the resignation of board member Amie Kerek. Dix-Vernor Business District Improvement Authority Business Liaison, brought an important update to the floor. Board Member Amie Kerek had reached out to share that a new professional commitment would prevent her from continuing her service, and she was preparing to step down from her role. The DVBDIA Board accepted Amie Kerek's resignation, contingent upon receiving her written notice. They officially declared that her seat will become vacant the moment that formal letter is received.

6. DVBDIA ACTIVITY UPDATES

a. **General Update**

Façade Improvement Program & CDBG Funding: Program Manager Mohamed Rezq reported that the State Historic Preservation Office (SHPO) review for the façade improvement program is now complete. The project is currently awaiting final budget approval through the Community Development Block Grant (CDBG) framework. Wayne County recently submitted the Five-Year Consolidated Plan and Annual Action Plan to HUD; both are in the review phase with approval expected in October.

Dearborn Coffee Week: Mohamed Rezq highlighted Dearborn Coffee Week (September 25 – October 2, 2026), focusing on the "Jalasat" event set for September 26 from 5:00 PM to 7:00 PM at Peace Park South, co-sponsored by the DVBDIA and Economic Development in partnership with Jalasat.

b. **Business Liaison Update**

Health Fair: Business Liaison Saeid Alawathi provided recap updates on the 3rd Annual Health Fair held within the district on August 22nd.

District Projects: Saeid Alawathi confirmed the successful completion of the HVAC installation project for Nasser's at 10411 Dix Ave, Dearborn, MI.

7. CALL TO THE BOARD

None at this time

8. CITY UPDATES

None at this time.

9. CALL TO THE AUDIENCE

None at this time

10. ADJOURNMENT

A motion to adjourn the meeting was made by Vice-Chair Imad Asoufy and was seconded by Mayor Abdullah Hammoud. A voice vote was passed unanimously. Motion was approved and the meeting was adjourned.