



**DEARBORN
ECONOMIC
DEVELOPMENT**

CITY OF DEARBORN | ABDULLAH H. HAMMOUD, MAYOR

CITY OF DEARBORN

**WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITIES
BOARD OF DIRECTORS MEETING MINUTES**

February 6, 2023

Joint Board Meeting 8:30 AM – 9:30 AM

Dearborn Administrative Center – Council Chambers
16901 Michigan Avenue, Dearborn, MI 48126

MEMBERS PRESENT

WEST DDA: Acting Chairperson Sam Abbas, Acting Vice Chairperson Mohammed Hider, Secretary-Treasurer Jackie Lovejoy, Mayor Abdullah Hammoud, Tahrik Alcodray, Tom Clark, Zaineb Hussein, Amada Bright McClanahan,

EAST DDA: Secretary/Treasurer Khalil Dabaja, Mayor Abdullah Hammoud, Zaineb Hussein, Amanda Bright McClanahan

MEMBERS ABSENT

WEST DDA: Audrey Ralko, Chris Small

EAST DDA: Vice Chair Matthew Dietz, Jay Kruz, Hamzah Nasser, Zo Olabi, Kamal Turfah

NON-MEMBERS PRESENT

CITY OF DEARBORN: Jordan Twardy (ED), Angela Fortino (ED), Steve Horstman (ED), Rebecca Schultz (Legal), Meryl McKeever (Finance), Mohamed Qasim (ED), Deena Berri (ED), Adel Al-Adlani (ED), Saeid Alawathi (ED), Laura Aceves-Sanchez (ED), Amanda Sancen (ED)

OTHERS: None

I. Call to Order

Tahrik Alcodray called the meeting to order.

II. Roll Call

A roll call for Board Members of West was called. A quorum was present.

A roll call for Board Members of East was called. A quorum was not present.



III. Approval of Regular Meeting December 2022 Minutes

a. Approval of Regular Meeting December 2022 Minutes:

WDDA – A motion to approve the minutes was made by Director Zaineb Hussein, seconded by Director Bright McClanahan. Voice vote passed unanimously. Motion passed. Minutes approved.

IV. Treasurer’s Report

Meryl McKeever provided the report. The Treasurer’s Report was received and filed for the WDDA.

V. Economic Development Department Report

a. **Business Support Services Staffing Plan:** Jordan provided an update, and stated that he will provide a closeout report re: POW Strategies. Now that the entire Business Support Services team is fully staffed, Restaurant Week planning is currently underway.

b. **Restaurant Week:** Laura is the program manager.

i. **Sponsorship update:** There are currently 3 sponsors in place with \$2,500 in funding committed. The business liaisons are currently recruiting restaurants to participate. Sam and Moe asked staff to reach out to them for assistance in getting larger sponsorship amounts because the goal is to get 50% of expected expenditures raised through sponsorship.

ii. **Restaurant Participation Fee:** Restaurants will be charged \$150

iii. **Kickoff event:** there will be no kickoff event. Deena stated that we will be utilizing organic sources (influencers, social media, etc.) to promote the event. The kickoff event will be a virtual one, out in the field with influencers.

iv. **Data tracking:** The team will be tracking data and following up with the Board.

c. Meeting Dates and Locations:

i. Alternative location dates: March 16, May 18, December 21

ii. Proposed Locations: Bryant Library, Arab American Museum and Kidcadia.

iii. It was recommended to use the Chamber space at Bryant Branch Library on March 16th.

iv. After receiving an inquiry to change the date and time of the meetings for the future, Angela said she would send a survey to the Board for updated days and times.

d. DPW Concerns:

i. Chair Abbas brought up garbage issues, and Jordan stated that DPW started immediate abatement efforts, and is working on expanding SAD to incorporate garbage pickup.

VI. West DDA Items

a. Review of the Board Roster: Angela asked for review.

b. Executive Nomination: Chair

Nomination: Tahrik Alcodray



**DEARBORN
ECONOMIC
DEVELOPMENT**

CITY OF DEARBORN | ABDULLAH H. HAMMOUD, MAYOR

Motion: Zaineb Hussein

Second: Amanda Bright McClanahan

Ayes: Mayor Abdullah Hamoud, Tahrik Alcodray, Zaineb Hussein, Amanda Bright McClanahan, Devon O'Reilly

Nays: Sam Abbas, Mohammed Hider, Jackie Lovejoy, Tom Clark

c. Executive Nomination: Vice Chair

Nomination: Devon O'Reilly

Motion: Zaineb Hussein

Second: Amanda Bright McClanahan

Ayes: Mayor Abdullah Hamoud, Tahrik Alcodray, Zaineb Hussein, Amanda Bright McClanahan, Devon O'Reilly

Nays: Sam Abbas, Mohammed Hider, Jackie Lovejoy, Tom Clark

d. Executive Nomination: Secretary/Treasurer

Nomination: Jackie Lovejoy

Motion: Zaineb Hussein

Second: Amanda Bright McClanahan

Ayes: Mayor Abdullah Hamoud, Tahrik Alcodray, Zaineb Hussein, Amanda Bright McClanahan, Devon O'Reilly, Sam Abbas, Mohammed Hider, Jackie Lovejoy, Tom Clark

Nays: None

VII. East DDA Items: None

VIII. Joint Board Items

a. 2023 Committees

i. Promotions and Organizations: Meeting on February 22nd

ii. Design and Economic Vitality: Meeting on February 22nd

b. 2023 Advisory Committees

i. Branding

ii. Restaurant Week

iii. Farmers Market

iv. Street Team

v. Bike Share/Mobility

IX. Old Business- None



**DEARBORN
ECONOMIC
DEVELOPMENT**

CITY OF DEARBORN | ABDULLAH H. HAMMOUD, MAYOR

X. Call to Board of Directors

a. A Ramadan Event will be held on the lot between two parking structures on West Village Drive. Jackie requested more details from the City so she can share.

b. Jackie asked for any updates on the Andiamo property because she heard that container shipping businesses for retail/restaurants/co-working space will be installed there. The City said the business is in permitting right now and more details will come soon.

c. Devon remarked that there is more activity at Wagner Place. Angela gave an update on Ford's plans- they are requiring more employees on-site on Thursdays- around 300 people. In the next few months, Ford will require additional employees on site. Moe noticed that his numbers improved after these employees started to return.

XI. Call to Audience (3 minutes/guest): None

XII. Adjournment:

a. Director Hussein motioned to adjourn the meeting and was seconded by Director Hider.



**DEARBORN
ECONOMIC
DEVELOPMENT**

CITY OF DEARBORN | ABDULLAH H. HAMMOUD, MAYOR

CITY OF DEARBORN

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITIES BOARD OF DIRECTORS MEETING MINUTES

February 21, 2023

Special EDDA Board Meeting 10:15AM-11:00AM

Dearborn Administrative Center – Council Chambers

16901 Michigan Avenue, Dearborn, MI 48126

MEMBERS PRESENT: Secretary/Treasurer Khalil Dabaja, Mayor Abdullah Hammoud, Zaineb Hussein, Amanda Bright McClanahan, Jay Kruz, Zo Olabi

MEMBERS ABSENT Vice Chair Matthew Dietz, Hamzah Nasser, Kamal Turfah

NON-MEMBERS PRESENT

CITY OF DEARBORN: Jordan Twardy (ED), Steve Horstman (ED), Jeremy Romer(Legal), Meryl McKeever (Finance), Mohamed Qasim (ED), Deena Berri (ED), Adel Al-Adlani (ED), Saeid Alawathi (ED), Laura Aceves-Sanchez (ED), Amanda Sancen (ED)

OTHERS: None

I.Call to Order:

Secretary/Treasurer Dabaja called the meeting to order at 10:20am.

II.Roll Call

Secretary/Treasurer Dabaja called roll. A quorum was present.

III.Treasurer's Report

Meryl McKeever provided the report. The Treasurer's Report was received and filed for the EDDA.

IV.Action Items

- A. Resolution: Budget reallocation for Four Seasons.
Voice vote unanimously approved.



B. There was a motion to amend the agenda to add the Executive Nominations for Chair, Vice-Chair, and Secretary/Treasurer as a voting item. There was a unanimous vote to add these to the agenda.

C. Executive Nomination: CHAIR

Nomination: Khalil Dabaja

Motion: Director Hussein

Second: Mayor Hammoud

Ayes: Secretary/Treasurer Khalil Dabaja, Mayor Abdullah Hammoud, Director Hussein, Director Bright McClanahan, Director Kruz, Director Olabi

D. Executive Nomination: VICE-CHAIR

Nomination: Matthew Dietz

Motion: Director Hussein

Second: Mayor Hammoud

Ayes: Secretary/Treasurer Khalil Dabaja, Mayor Abdullah Hammoud, Director Hussein, Director Bright McClanahan, Director Kruz, Director Olabi

E. Executive Nomination: Secretary/Treasurer

Nomination: Hamzah Nasser

Motion: Director Hussein

Second: Mayor Hammoud

Ayes: Secretary/Treasurer Khalil Dabaja, Mayor Abdullah Hammoud, Director Hussein, Director Bright McClanahan, Director Kruz, Director Olabi

V.Call to Board of Directors

A. Director Hussein requested an update on Restaurant Week. Program Manager Aceves-Sanchez provided an update, stating that there were over 40 participating restaurants with almost \$6,000 in sponsorships. The team is currently working on promotions, marketing, and social media efforts.

VI.Call to Audience

A. None

VII.Adjournment

A. Motion by: Mayor Hammoud

B. Second by: Chair Dabaja

C. Voice vote unanimously approved



**DEARBORN
ECONOMIC
DEVELOPMENT**

CITY OF DEARBORN | ABDULLAH H. HAMMOUD, MAYOR