



**DEARBORN
ECONOMIC
DEVELOPMENT**

CITY OF DEARBORN | ABDULLAH H. HAMMOUD, MAYOR

Joint East & West Dearborn Downtown Development Authorities

Board Meeting

Bryant Branch Library

March 16; 9 am EST

22100 Michigan Ave, Dearborn, MI 48124

EAST MEMBERS PRESENT: Secretary/Treasurer Khalil Dabaja, Mayor Abdullah Hammoud, Zaineb Hussein, Amanda Bright McClanahan, Jay Kruz, Zo Olabi, Vice Chair Matthew Dietz, Hamzah Nasser, Kamal Turfah

EAST MEMBERS ABSENT: None

WEST MEMBERS PRESENT: Secretary-Treasurer Jackie Lovejoy, Mayor Abdullah Hammoud, Chair Tahrik Alcodray, Tom Clark, Zaineb Hussein, Amada Bright McClanahan, Audrey Ralko

WEST MEMBERS ABSENT: Sam Abbas, Mohammed Hider, Vice Chair Devon O'Reilly, Christopher Small

NON-MEMBERS PRESENT: CITY OF DEARBORN: Rebecca Schultz (Legal), Meryl McKeever (Finance), Courtney Skora (Finance), Mohamed Qasim (ED), Adel Al-Adlani (ED), Saeid Alawathi (ED), Laura Aceves-Sanchez (ED), Amanda Sancen (ED), Massara Zwayen (Planning)

AGENDA

1. CALL TO ORDER

Chair Tahrik Alcodray called the West DDDA meeting to order.

Chair Khalil Dabaja called the East DDDA meeting to order.

2. ROLL CALL

A roll call for Board Members of the East DDDA was called. A quorum was present.

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

3. APPROVAL OF REGULAR WEST DEARBORN DDA MEETING MINUTES February 6, 2023



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WDDDA – A motion to approve the minutes was made by Mayor Hammoud and was seconded by Director Bright McClanahan. Voice vote passed unanimously. Motion passed. Minutes approved.

4. APPROVAL OF EAST DEARBORN DDA SPECIAL MEETING MINUTES FEBRUARY 21, 2023

EDDDA – A motion to approve the minutes was made by Director Khalil Dabaja and was seconded by Mayor Hammoud. Voice vote passed unanimously. Motion passed. Minutes approved.

5. TREASURER’S REPORT

Meryl McKeever provided the financial report for February 2023 and introduced Courtney Skora, a new staff member within the Finance Department that will be assigned to the DDDA accounts.

The Treasurer’s Report was received and filed for the WDDDA and the EDDDA. A request was made by Vice Chair Dietz of the DDDA for a summary report of line item reallocations that have been made during the last fiscal year to be brought to the next Board meeting.

6. ECONOMIC DEVELOPMENT DEPARTMENT REPORT

A brief mention was made of privately-held Ramadan Events that are being hosted within the City of Dearborn at Fairlane Mall. Angela Fortino also provided a staffing updated, stating that the department had interviewed and made offers of employment to two potential planners. More updates will be provided in the near future.

7. OLD BUSINESS

- a. Board Survey Reminder: Angela Fortino reminded Board members to complete the previously sent Board survey to gauge interest in how they wished to best serve on the board and best availability to reschedule future meetings.**
- b. Restaurant Week Update: Moe Qasim and Laura Aceves-Sanchez reported on the success of Dearborn Restaurant Week in early March. They will conduct a more specific report on this event**



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during next month's Board meeting, including statistics on social media impressions, business sales, and more.

- c. **Business Liaison Update:** Angela explained that the business liaisons are conducting site visits with businesses throughout the four commercial corridors, mainly focused on Restaurant Week, but will be expanding efforts beyond this scope in the next few months.

8. WEST Dearborn DDA ITEMS

- a. **Recommendation for WDDDA Sponsorship of Ramadan Nights in West Downtown Dearborn:**
There was a recommendation for the WDDDA to sponsor \$3,000 for the Ramadan Nights in West Downtown Dearborn event that is being held on West Village Drive between Mason St and Monroe St during the Ramadan season from Thursdays-Saturdays from 10pm-2am beginning March 23rd - April 21st.

The motion to approve was made by Director Amanda Bright McClanahan and seconded by Secretary-Treasurer Jackie Lovejoy. A voice vote passed unanimously. Motion approved.

- b. **Recommendation for Revisions to Events Calendar:** There was a recommendation for the WDDDA to amend the WDDDA Events Calendar by canceling the "Adventures on the Ave" originally scheduled from June 1-June 3, adding an additional date of June 9th and September 22nd to the Farmers & Artisans Market, and rescheduling the Fall Perennial Market to September 22nd.

The motion to approve was made by Director Amanda Bright McClanahan and seconded by Secretary-Treasurer Jackie Lovejoy. A voice vote passed unanimously. Motion approved.

- c. **Recommendation to Renew Taste the Local Difference and Michigan Farmers Market Association Memberships (MIFMA) :** There was a recommendation for the WDDDA to renew the Taste the Local Difference membership and the Michigan Farmers Market membership.

The motion to approve was made by Secretary-Treasurer Jackie Lovejoy and was seconded by Director Amanda Bright McClanahan. A voice vote passed unanimously. Motion approved.

- d. **Call to West DDDA Board of Directors:** None.



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9. EAST DDDA ITEMS

- i. No Voting Action Items
- ii. Call to East DDDA Board of Directors: No items

10. JOINT BOARD MEETING ITEMS

- a. **Sponsorship Request for April Arts Month:** There was a recommendation for the EDDDA and WDDDA to each sponsor \$1,000 for the yearly April Arts month event overseen by the Dearborn Community Fund. Each organization previously sponsored this annual event in previous years. For the EDDDA, the motion to approve was made by Director Kamal Turfah and seconded by Director Amanda Bright McClanahan. A voice vote passed unanimously. Motion approved. For the WDDDA, the motion to approve was made by Secretary-Treasurer Jackie Lovejoy and was seconded by Director Amanda Bright McClanahan. A voice vote passed unanimously. Motion approved.
- b. **Ramadan Banner Installation:** There was a recommendation for the EDDDA and WDDDA to each spend \$700 to install 20 Ramadan banners that were previously printed last year throughout the two districts. For the EDDDA, the motion to approve was made by Director Kamal Turfah and seconded by Director Zo Olabi. A voice vote passed unanimously. Motion approved. For the WDDDA, the motion to approve was made by Secretary-Treasurer Jackie Lovejoy and seconded by Chair Tahrik Alcodray. A voice vote passed unanimously. Motion approved.
- c. **Call to Joint Board of Directors**
 - i. **Dearborn Restaurant Week:** Additional feedback was provided about the event. Board Member Nasser stated that he wished that there was more advertising for the event given that he had paid his participation for his business, Haraz Coffee.
 - ii. **City Hall Park:** Regarding the park design, a contract will be awarded to a firm in approximately four weeks and design sessions will take place later this year. This project is a part of a \$30M investment in parks throughout the City. This will be a fantastic opportunity



for the EDDDA Board to provide feedback on the park design.

Residents may complete a survey [via this link](#) to provide feedback on existing and upcoming parks throughout the City.

- iii. There was a suggestion to replace the electronic sign outside of Bryant Branch Library. Angela stated that there might be an opportunity to add this to the scope of project for the redevelopment that has already begun outside of the library.
- iv. There was an inquiry about the Ramadan Lights installation outside of businesses. Angela stated that these were already included with the Winter Light Holiday display that was installed by a contractor in late 2022. Once the Ramadan season ends, they will be removed by the contractor.

11. CALL TO AUDIENCE: None

12. ADJOURNMENT

For the West DDDA, there was a motion to adjourn the meeting by Director Amanda Bright McClanahan and was seconded by Chair Tahrik Alcodray. A voice vote passed unanimously. Motion was approved and meeting was adjourned.

For the East DDDA, there was a motion to adjourn the meeting by Director Amanda Bright McClanahan and was seconded by Vice Chair Matthew Dietz. A voice vote passed unanimously. Motion was approved and meeting was adjourned.



WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Budget Allocation- Ramadan Nights Event

Date Adopted: March 16, 2023

Motioned by: Director Amanda Bright McClanahan

Seconded by: Secretary-Treasurer Jackie Lovejoy

- WHEREAS:** Ramadan is a culturally significant time for many Dearborn residents and businesses; and
- WHEREAS:** It is important to ensure the health and safety of those observing Ramadan, including safe dining, travel, and gathering; and
- WHEREAS:** The City of Dearborn will host the "Ramadan Nights in West Downtown Dearborn on West Village Drive" event between Mason Street and Monroe Street from 10 p.m. to 2 a.m. starting on Thursday, Friday, and Saturday evenings (until 2 a.m. on Sundays) from March 23, 2023 ending April 22, 2023; and
- WHEREAS:** In the past, the West DDDA has financially supported and co-sponsored events held within its boundaries; and
- WHEREAS:** There is a request from the City of Dearborn for the West DDDA to co-sponsor the Ramadan Nights event in the amount of \$3,000; therefore be it
- RESOLVED:** The WDDDA agrees to reallocate funding in the amount of \$3,000 from:
 - 296-6100-911.51-00 General Marketing (banners, printing, social media)
 - to
 - 296-6100-911.51-00 Shop Small Business Saturday/Holiday Promotions

Yes: Secretary-Treasurer Jackie Lovejoy, Mayor Abdullah Hammoud, Chair Tahrik Alcodray, Tom Clark, Zaineب Hussein, Amada Bright McClanahan, Audrey Ralko

No: None

Absent: Sam Abbas, Mohammed Hider, Vice Chair Devon O'Reilly, Christopher Small



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WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Resolution in Support of Canceling the “Adventures on the Ave” event

Date Adopted: March 16, 2023

Motioned by: Director Amanda Bright McClanahan

Seconded by: Secretary-Treasurer Jackie Lovejoy

WHEREAS: “Adventures on the Ave” was a WDDDA-sponsored event to take place on June 1-June 3, 2023; and

WHEREAS: Feedback from past events suggested that the event needed more development and was a lesser favored event; and

WHEREAS: The new business district liaisons are currently building relationships within businesses in the community to gain a better understanding of needs within the community; therefore be it

RESOLVED: The WDDDA agrees to cancel the “Adventures on the Ave” originally scheduled from June 1-June 3.

Yes: Secretary-Treasurer Jackie Lovejoy, Mayor Abdullah Hammoud, Chair Tahrik Alcodray, Tom Clark, Zaineb Hussein, Amada Bright McClanahan, Audrey Ralko

No:

Absent: Sam Abbas, Mohammed Hider, Vice Chair Devon O'Reilly, Christopher Small



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WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Resolution in Support of Revising the Events Calendar

Date Adopted: March 16, 2023

Motioned by: Chair Tahrik Alcodray

Seconded by: Director Audrey Ralko

WHEREAS: The Farmers & Artisans Market is currently scheduled on September 1st; and

WHEREAS: That weekend is Labor Day Weekend and there might be a smaller crowd of attendees due to the holiday; and

WHEREAS: The Fall Perennial Exchange is currently scheduled on September 16th; and

WHEREAS: There is a request to move the Fall Perennial exchange to align with the additionally proposed September 22nd Farmers & Artisans Market date; therefore be it

RESOLVED: The Farmers & Artisans Market will add an additional date of June 9th to its original schedule;

RESOLVED: The Farmers & Artisans Market will be rescheduled for September 22nd; and be it

RESOLVED: The Fall Perennial Market will be rescheduled for September 22nd.

Yes: Secretary-Treasurer Jackie Lovejoy, Mayor Abdullah Hammoud, Chair Tahrik Alcodray, Tom Clark, Zaineb Hussein, Amada Bright McClanahan, Audrey Ralko

No:

Absent: Sam Abbas, Mohammed Hider, Vice Chair Devon O'Reilly, Christopher Small



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WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Resolution in Support of Renewing Taste the Local Difference and Michigan Farmers Market Association Memberships

Date Adopted: March 16, 2023

Motioned by: Secretary-Treasurer Jackie Lovejoy

Seconded by: Director Amanda Bright McClanahan

WHEREAS: The Downtown Dearborn Farmers & Artisans Market continues to bring people together and in support for local farmers, entrepreneurs and small businesses; and

WHEREAS: In past years, the WDDDA's used its membership with Taste the Local Difference and the Michigan Farmers Market Association to assist with with resources, education, and marketing for its Market Managers; and

WHEREAS: The memberships have expired; therefore be it

RESOLVED: The WDDDA agrees to renew its membership with Taste the Local Difference in the amount of \$85 from 296-6100-911.65-00 Memberships; and be it further

RESOLVED: The WDDDA agrees to renew its membership with the Michigan Farmers Market Association in the amount of \$250 from 296-6100-911.65-00 Memberships.

Yes: Secretary-Treasurer Jackie Lovejoy, Mayor Abdullah Hammoud, Chair Tahrik Alcodray, Tom Clark, Zaineb Hussein, Amada Bright McClanahan, Audrey Ralko

No:

Absent: Sam Abbas, Mohammed Hider, Vice Chair Devon O'Reilly, Christopher Small



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EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Art Month 2023 Partnership

Date Adopted: March 16, 2023

Motioned by: Director Zo Olabi

Seconded by: Director Amanda Bright McClanahan

WHEREAS: April Arts Month 2023 is a project of the Dearborn Recreation Commission Cultural Arts Committee coordinated by the Dearborn Community Fund. The event will occur in both downtown areas and at the Ford Community & Performing Arts Center; and

WHEREAS: The Dearborn Community Fund is offering a \$1000 partnership package to support April Arts Month; and

WHEREAS: Support acknowledgment will be included on all print materials, media releases, interviews and on signage located at artist-in-action locations; therefore, be it

RESOLVED: The EDDDA Board authorizes an amount not to exceed \$1000 towards supporting April Arts Month 2023 from Community Promotion account #297-6100-911-51-00 Art Month line item.

Yes: Mayor Abdullah Hammoud, Zaineb Hussein, Amanda Bright McClanahan, Jay Kruz, Zo Olabi, Vice Chair Matthew Dietz, Secretary-Treasurer Hamzah Nasser, Kamal Turfah

No:

Absent: Chair Khalil Dabaja



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Seconded by: Director Amanda Bright McClanahan

WHEREAS: April Arts Month 2023 is a project of the Dearborn Recreation Commission Cultural Arts Committee coordinated by the Dearborn Community Fund. The event will occur in both downtown areas and at the Ford Community & Performing Arts Center; and

WHEREAS: The Dearborn Community Fund is offering a \$1000 partnership package to support April Arts Month; and

WHEREAS: Support acknowledgment will be included on all print materials, media releases, interviews and on signage located at artist-in-action locations; therefore, be it

RESOLVED: The WDDDA Board authorizes an amount not to exceed \$1000 towards supporting April Arts Month 2023 from Community Promotion account #296-6100-911-51-00 Art Month line item.

Yes: Secretary-Treasurer Jackie Lovejoy, Mayor Abdullah Hammoud, Chair Tahrik Alcodray, Tom Clark, Zaineب Hussein, Amada Bright McClanahan, Audrey Ralko

No:

Absent: Sam Abbas, Mohammed Hider, Vice Chair Devon O'Reilly, Christopher Small



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EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Ramadan Banner Installation

Date Adopted: March 16, 2023

Motioned by: Director Kamal Turfah

Seconded by: Director Zo Olabi

WHEREAS: Ramadan is a significant time for many Dearborn residents and businesses; and

WHEREAS: 20 Ramadan banners have been printed and are waiting for installation; be it

RESOLVED: The EDDDA Board authorizes \$700 toward the installation of banners throughout its district from Beautification account #297-6100-911.34-90 Ramadan Lighting line item.

Yes: Mayor Abdullah Hammoud, Zaineb Hussein, Amanda Bright McClanahan, Jay Kruz, Zo Olabi, Vice Chair Matthew Dietz, Secretary-Treasurer Hamzah Nasser, Kamal Turfah

No:

Absent: Chair Khalil Dabaja



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Date Adopted: March 16, 2023

Motioned by: Secretary-Treasurer Jackie Lovejoy

Seconded by: Chair Tahrik Alcodray

WHEREAS: Ramadan is a significant time for many Dearborn residents and businesses; and

WHEREAS: 20 Ramadan banners have been printed and are waiting for installation; be it

RESOLVED: The WDDDA Board authorizes \$700 toward the installation of banners throughout its district from Beautification account #296-6100-911.34-90 Ramadan Lighting line item.

Yes: Secretary-Treasurer Jackie Lovejoy, Mayor Abdullah Hammoud, Chair Tahrik Alcodray, Tom Clark, Zaineb Hussein, Amada Bright McClanahan, Audrey Ralko

No:

Absent: Sam Abbas, Mohammed Hider, Vice Chair Devon O'Reilly, Christopher Small