



**DEARBORN
ECONOMIC
DEVELOPMENT**

CITY OF DEARBORN | ABDULLAH H. HAMMOUD, MAYOR

Joint East & West Dearborn Downtown Development Authorities MINUTES

Board Meeting Dearborn Administrative Center, City Council Chambers
May 17; 9 am EST 16901 Michigan Ave, Dearborn, MI 48124

EAST MEMBERS PRESENT: Chair Khalil Dabaja, Mayor Abdullah Hammoud, Zaineb Hussein, Amanda Bright McClanahan, Vice Chair Matthew Dietz, Kamal Turfah, Zaineb Hussein

EAST MEMBERS ABSENT: Secretary-Treasurer Hamzah Nasser, Zo Olabi, Jay Kruz

WEST MEMBERS PRESENT: Secretary-Treasurer Jackie Lovejoy, Mayor Abdullah Hammoud, Chair Tahrik Alcodray, Tom Clark, Zaineb Hussein, Amada Bright McClanahan, Audrey Ralko, Sam Abbas, Vice Chair Devon O'Reilly,

WEST MEMBERS ABSENT: Mohammed Hider, Christopher Small

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

GUESTS: Dr. Julia Kapilongo, Frank Monaghan, other guests

AGENDA

1. CALL TO ORDER

Chair Tahrik Alcodray called the West DDDA meeting to order at 9:11a.m.

Chair Khalil Dabaja called the East DDDA meeting to order at 9:11 a.m.

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 THE REGULAR MEETING MINUTES, APRIL 19, 2023

Angela presented the meeting minutes on pages 4-11 of the agenda. For the EDDDA, Mayor Hammoud made a motion to approve the regular meeting minutes of April 19, 2023 and was seconded by Amanda Bright McClanahan. Motion was unanimously approved. For the WDDDA, Audrey Ralko motioned to approve the regular minutes of April 19, 2023 and was seconded by Mayor Hammoud. Motion was unanimously approved.

4. APPROVAL OF THE AGENDA

The agenda was presented for the East DDDA. For the EDDDA, Kamal Turfah made a motion to approve the agenda and Chair Khalil Dabaja seconded. Motion was unanimously approved.

The agenda was presented for the West DDDA. For the WDDDA, Tahrik Alcodray made a motion to approve the agenda and Vice-Chair Devon O'Reilly seconded. Motion was unanimously approved

5. RECEIVING AND FILING OF TREASURER'S REPORT

A. EDDDA Monthly Financial Statement - Angela Fortino presented the monthly financial statement. Vice-Chair Devon



- O'Reilly motioned to receive and file the April 2023 financial statement. The motion passed unanimously. Motion approved.
- B. WDDDA Monthly Financial Statement - Angela Fortino presented the monthly financial statement. Vice-Chair Devon O'Reilly motioned to receive and file the April 2023 financial statement. The motion passed unanimously. Motion approved.

6. SPECIAL PRESENTATION – PEACE PARKS

Mayor Hammoud presented a presentation about the PEACE park redevelopment within the EDDDA. He presented the group updated renderings with pictures of the redeveloped City Hall Park, which will have space for an amphitheater, rain gardens, updated amenities, vendor space, and more. He also presented about the PEACE park redevelopment within the WDDDA at the lot in between the East and West Parking Decks on West Village Drive, which will also have new amenities, space for vendors, bathrooms, and more.

7. ACTION ITEMS

a. WEST DEARBORN DDA ITEMS

- i. The resolution for the budget reallocation for Frank's Landscaping was introduced. It was recommended for the WDDDA to reallocate \$146 from account #296-6100-911.51-00 Branding to 296-6100-911.34-90 Snow Removal. Motion was made by Chair Tahrik Alcodray and was seconded by Secretary-Treasurer Jackie Lovejoy. A voice vote passed unanimously. Motion approved.
- ii. A resolution was introduced for the authorization of the Chair of the WDDDA to sign a Memorandum of Understanding with the Eastern Market Partnership for the Dearborn Summer Market partnership and to pay \$6,800 to the Eastern Market Partnership for its 14-day participation in the Dearborn Summer Market from account A#296-6100-911.34-90 Farmer's Market Contractual Service. It was recommended for the WDDDA to authorize this resolution. In addition to its regular services of providing fresh produce and advertising the market, this year, the Eastern Market Partnership will pilot a new CSA program, adding the Dearborn Summer Market as a pickup location for its produce.

Discussion for this resolution included points about how to involve local grocery stores in the Farmer's Market event and a call to collect data about Michigan-grown produce. Amanda Sancen stated that this is a longstanding partnership with the Eastern Market, which collects data on the origin of produce. Amanda provided the following information, *"The produce through the CSA is 100% Michigan grown. The produce provides at the table will start 50/50 and expand into more Michigan produce at the season goes on. In June, the season is still getting started so we bring out a well-rounded mix of both. As a food access program, we always bring out non-MI essentials such as bananas, avocados, and citrus that don't grow here but are still important to a well-rounded diet. We will prioritize Michigan produce when it is in season (i.e. we won't sell non-MI blueberries in MI blueberry season). Once we are in peak season, August & September, our table is 90% Michigan."*

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

- iii. The resolution for the cancellation of the "Movies in the Park" event in the WDDDA was introduced. DDDA staff explained that this cancellation was necessary because it is not possible to host the event within Wagner Park this year, which was the location that was previously used to host this event and logistically, the DDDA has not been able to identify another location to host this event on the previously scheduled dates. It was recommended



that the WDDDA agree to cancel the Movies in the Park event in the WDDDA for the 2023 calendar year, with DDDA staff approaching the WDDDA with a plan to resume the Movie events for the 2024 calendar year by Fall 2023. Motion was made by Tahrik Alcodray and was seconded by Devon O'Reilly. A voice vote passed unanimously. Motion approved.

b. EAST DEARBORN DDA ITEMS

- i. The resolution for the budget reallocation for Frank's Landscaping was introduced. It was recommended for the EDDDA to reallocate \$4,976 from account #296-6100-911.51-00 Restaurant Week to 296-6100-911.34-90 Snow Removal. Motion was made by Kamal Turfah and was seconded by Mayor Hammoud. A voice vote passed unanimously. Motion approved.
- ii. The resolution for the budget reallocation for Frank's Landscaping was introduced. It was recommended for the EDDDA to reallocate \$20 from account #297-6100-911.51-00 Branding/Graphic Design to 297-6100-911.51-00 Website Hosting and Domain Registration. Motion was made by Amanda Bright McClanahan and was seconded by Kamal Turfah. A voice vote passed unanimously. Motion approved.
- iii. The resolution for a reallocation of \$787,718 in CIP Funding from the East Parking Lot and Alley Improvement project towards the City Hall Park PEACE Parks project was introduced. It was recommended for the EDDA to strongly support requesting the MEDC to shift award of the Rap grant to the PEACE Parks project at City Hall and to allocate the previously committed funding from the alley project towards the City Hall Park Project. Motion was made by Amanda Bright McClanahan and was seconded by Kamal Turfah. Khalil Dabaja abstained. A voice vote passed and motion was approved.

c. DDDA Activity Updates

- i. **Walking Tour Proposal**
 - i. At the April 19 meeting, a resolution was approved by the WDDDA and EDDDA to each contribute \$3,500 towards a sponsorship of a walking tour program held by City Institute. A revised tour proposal was presented, with the addition of a food element to each tour.
- ii. **POW! Strategies Close Out Report**
 - i. Angela presented a final report on the contract closure and summary of transition activities since the end of the POW! Strategies contract and the City of Dearborn commencement of management services of the East and West Dearborn DDDAs. The report was distributed to each Board member and Angela stated that she would take any questions or concerns. None were presented, but Vice-Chair Matthew Dietz stated that he appreciated the thoroughness of the report.
- iii. **EVENTS**
 - i. **Perennial Exchange Event**
 1. Amanda Sancen reminded the Boards about the Dearborn Perennial Exchange that is occurring in the EDDDA at City Hall Park on Saturday, May 20, 2023 from 10:00am - 12:00pm. This yearly perennial exchange is a time to meet fellow gardeners, talk gardening, and find new treasures for your yard.
 - ii. **Dearborn Summer Market Update**
 1. Amanda Sancen reviewed the upcoming market days, which are set to commence on June 9th.



- iii. Ramadan Nights report
 - 1. Laura presented a four-page report on the success of Ramadan Nights, highlighting social media metrics, budget figures, vendor feedback, City department feedback, and marketing highlights for the event. Notably, there were around 40,000 visitors throughout the month, attracting visitors from out-of-state, including students from Indiana University. Additionally, social media metrics indicated a large increase in followers and engagement throughout the Ramadan Nights event period.
- iv. East Parking Deck Update
 - i. Laura provided an update on security concerns at the East Parking Deck (next to Beaumont/Corewell Health). She stated that Adel, the EDDDA business liaison, the Code Enforcement team, and the Dearborn Police Department have been involved in coordinated efforts to address the concerns, which include unauthorized and disruptive activity.
- v. Open Door Grant Update – Status on K&W Real Estate
 - i. Laura provided an Open Door Grant Update for K&W Real Estate within the EDDDA, located at 13347 Michigan Ave. All items have been completed in order to disburse the grant, except for the submittal of invoices by the applicant. The \$10,000 grant reimbursement will not be possible until the construction invoices have been submitted. The next steps in this process involve sending an official letter to the applicant instructing him to complete the next steps, signed by the Chair of the EDDDA and Angela, as Executive Director. Matthew Dietz inquired whether the transition between POW! Strategies and the City of Dearborn management of the Open Door program had impeded any businesses from receiving their grants. Laura indicated that all businesses have applied are in the process of being paid out, and all grant recipients will be current on their disbursements as of June 30, 2023.
- d. CALL FOR SUBCOMMITTEE MEMBERS (Design and Promotions)

As was stated in last month's meeting, Angela again asked for any members interested in still participating in these subcommittee meetings to please connect with Laura Aceves-Sanchez and/or Amanda Sancen. Once subcommittee members have been identified, a new meeting schedule for the committees will be selected based on member availability. After last month's call for subcommittee members, there were only two people that stepped forward to participate in committees but more members are needed to have subcommittee meetings.
- e. CALL TO AUDIENCE (3 minutes/guest)

Dr. Julia Kapilongo, representative of Homage to Black Excellence (H2BE), brought forth a request for a walk-on resolution for the EDDDA to co-sponsor a Juneteenth event occurring within the EDDDA on June 17 at City Hall Artspace. She presented a report on the past activities of H2BE. Mayor Hammoud then motioned to present a walk-on resolution authorizing the Executive Director of the EDDDA, Angela Fortino, to designate appropriate funds as decided by EDDDA staff towards co-sponsoring aspects of the event. Kamal Turfah seconded and the motion as unanimously approved. Motion passed.
- f. ADJOURNMENT

For the WDDDA, there was a motion to adjourn the meeting by Zeinab Hussein and was seconded by Sam Abbas. A voice vote was passed unanimously. Motion was approved and the meeting was adjourned. For the EDDDA, there was a motion to adjourn the meeting by Matthew Dietz and was seconded by Zeinab Hussein. A voice vote passed unanimously. Motion was approved and the meeting was adjourned.