

Downtown Detroit Business Improvement Zone
Board of Directors

REGULAR MEETING

Tuesday, February 15, 2022
9:00 a.m. to 10:30 a.m.

Central Michigan University Detroit Office
One Kennedy Square Building, Suite 160
777 Woodward Avenue
Detroit, Michigan 48226

MINUTES

Proposed Minutes Approved Minutes

MEETING TYPE: Regular Meeting Special Meeting

I. Call To Order

The meeting of the Board of Directors was called to order at 9:06 a.m. by Steve Ogden, Chairperson of the BIZ Board of Directors. He also welcomed all Board Members, staff, and members of the public to the meeting as the meeting was being held in person at Central Michigan University's Detroit Office. He explained that as we transition back to in-person meetings, a Zoom option was provided for Board Members unable to attend in-person and to members of the public but noted Board Members present in the room constituted a quorum. He asked Gina Cavaliere, BIZ Director and Chief Community Impact Officer, to walk everyone through the technical parts of this meeting.

II. Roll Call

Gina Cavaliere asked Michael McLauchlan to call the roll of the members present. The following is the attendance roll for the Board of Directors:

George Barnes, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Charles Beckham, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
David Di Rita, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Christopher Ferchill, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Linda Forte, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Rainy Hamilton, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent (virtual)
Ken Hayward, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Debra Homic Hoge, Vice Chair	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Richard Hosey, Treasurer	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Christos Moises, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Michael McLauchlan, Secretary	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Steve Ogden, Chairperson	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Athina Papas, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Dwight Phillips, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Tony Tomczak, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

9 Members of the Board of Directors were present at the meeting location, 1 Member of the Board of Directors participated virtually, 5 Members were absent, and a quorum was present at the in-person meeting location.

Downtown Detroit Partnership staff and vendor attendees included:

KaTaya Beverly, Downtown Detroit Partnership
Gina Cavaliere, Downtown Detroit Partnership
Ryan Epstein, Downtown Detroit Partnership (virtual)
Julie Galvan, Downtown Detroit Partnership
Bob Gregory, Downtown Detroit Partnership (virtual)
Krissy Johnson, Apparatus Solutions
Eric Larson, Downtown Detroit Partnership
Maryann Listman, Downtown Detroit Partnership
Steve Liedel, Dykema
Josh Long, Downtown Detroit Partnership (virtual)
DeShawn Singleton, Downtown Detroit Partnership
Paul Trulik, Apparatus Solutions
Kitty Whitfield, Downtown Detroit Partnership

Other attendees included:

Melanie Markowicz (virtual)

Gina Cavaliere asked for a motion to excuse the absent members.

Moved by: Treasurer Hosey

Supported by: Director Papas

Yes: All No: None

III. Approval of Agenda

Gina Cavaliere asked for a motion to adopt the proposed agenda.

Moved by: Director Phillips

Supported by: Treasurer Hosey

Yes: All No: None

The agenda was adopted.

IV. Approval of Minutes

Gina Cavaliere asked for a motion to approve the minutes of the October 28, 2021 Regular Meeting of the Board of Directors and Annual Meeting of Assessed Property Owners.

Moved by: Director Di Rita

Supported by: Director Papas

Yes: All No: None

The minutes were approved.

V. Administrative Report

Gina Cavaliere provided the Administrative Report. Cavaliere referred to the written updates in the board packets on programs as well as finances, and the BIZ Balanced Scorecard for Q4 of 2021. The BIZ Balanced Scorecard indicating strategic initiatives and performance metrics for 2022 was also provided.

VI. Audits

There were no audits.

VII. Committee Report

Cavaliere mentioned that the Executive Committee met on February 1, 2022, to review and discuss items on the agenda. At the Executive Committee meeting, all the resolutions before the board were discussed and recommended for adoption.

Gina Cavaliere asked for a motion to approve the Executive Committee Report of February 1, 2022.

Moved by: Director Barnes

Supported by: Director Di Rita

Yes: All No: None

VIII. Old Business

There was no old business.

IX. New Business

a. Resolution 2022-01: Request for Collection of Delinquent Assessments in the Same Manner as Delinquent Taxes

The Chairperson asked for a motion to approve the proposed resolution to request that unpaid assessments be collected in the same manner as delinquent property taxes.

Moved by: Treasurer Hosey

Supported by: Director Barnes

Yes: All No: None

Resolution 2022-01 was adopted.

b. Resolution 2022-02: Reappointment of Members of Board of Directors

The Chairperson asked for a motion to reappoint three current members of the Board of Directors whose terms will expire April 14, 2022. These members are Rainy Hamilton, Ken Hayward, Debra Homic Hoge, Christos Moises, and Dwight Phillips. Cavaliere stated all had confirmed willingness to continue to serve. She added Chris Ferchill's term is also expiring but he is not seeking reappointment. He has not resigned and will remain on the board until his successor is appointed.

Chairperson Ogden asked Members of the Board to submit nominees to fill the seat that is being vacated.

The Chairperson asked for a motion to approve the proposed resolution.

Moved by: Treasurer Hosey

Supported by: Director Phillips

Yes: All No: None

Resolution 2022-02 was adopted.

c. Resolution 2022-03: Amending BIZ FY 2021-2022 General Appropriations Act

Cavaliere presented a proposed budget adjustment at the request of the Board which included four items: the addition of base clean and landscape services at Paradise Valley Park, the recognition of additional revenue, an increase in the Ambassador line item to accommodate changing market conditions, and a capital investment in 1420 Broadway being utilized for Ambassador deployment in response to pandemic conditions for longer-term use. A roll-call vote was taken on the proposed amendments as presented.

Moved by: Director Barnes

Supported by: Director Phillips

A roll call vote was taken:

Yes: Barnes, DiRita, Hamilton, Hayward, Hosey, Moises, Papas, Phillips, Tomczak, Ogden. No: None

Resolution 2022-03 was adopted.

d. Informational: BIZ Renewal Process

At the request of the BIZ Board of Directors, Steve Liedel, Dykema, the attorney for the Downtown Detroit Business Improvement Zone (BIZ), provided an overview of the process to renew the BIZ. The initial term expires in 2024.

X. Public Comment

Chairperson Ogden called for public comment. No members of the public came forth to offer public comment.

XI. Other Business

Chairman Ogden asked the Board if there was any other business. Member Moises spoke about mobility charging stations and the potential to generate earned revenue, stating that he would like to help the Board. DDP CEO Eric Larson provided an update on digital wayfinding kiosks and how this collaboration with the City and IKE Smart Cities is being leveraged.

XII. Adjournment

Moved by: Treasurer Hosey


Supported by: Director Di Rita

Yes: All No: None

The meeting adjourned at 10:05 a.m. The next meeting will be held on Tuesday, May 24, 2022, at 9:00 a.m., at Central Michigan University Detroit Office.

Certification of Minutes

Proposed minutes respectfully submitted,



Michael McLauchlan
Secretary

February 18, 2022
Date

Approved by the Board of Directors at a regular meeting held on May 24, 2022.

Michael McLauchlan
Secretary

Date