RIVERTOWN BUSINESS IMPROVEMENT ZONE

BOARD OF DIRECTORS MEETING

Wednesday, June 10, 2026

9:30 a.m.
Thome Rivertown Senior Apartments
260 McDougall
Detroit, MI 48207

MEETING MINUTES

☐ Proposed Minutes ☒ Approved Minutes

MEETING TYPE: ☒ Regular ☐ Special

I. Call To Order

The meeting of the Board of Directors was called to order at 9:35 a.m. by Chairman Chip Rohde.

II. Roll Call

Lenny Barnes	Present
Roger Basmajian	Present
Christopher Brownell	Absent
Brian Carnaghi	Present
Josh Elling	Absent
Aamir Farooqi	Present
Franz Herbert	Absent
Vince Little	Present
Robert Maxey	Present
Arthur “Chip” Rohde, Jr.	Present
Nadia Sesay	Present
Tonja Stapleton	Present
Ryan Sullivan	Present
Jacqueline C. Young	Present

11 members of the Board of Directors were present, 3 members were absent, and a quorum was present.

Downtown Detroit Partnership staff and vendor attendees included:

KaTaya Beverly, Gina Cavaliere, Abigail Haag, Josh Long, and DeShawn Singleton.

Courtney Kissel, Dykema.

There was a motion to excuse the absent members.

Moved by Aamir Farooqi.

Supported by Roger Basmajian.

Yes: all *No: none*

Amanda Elias was recognized as an interim representative of the Mayor's Office.

III. Amendment of Agenda

Gina Cavaliere informed the board that the agenda has been changed to include a resolution to authorize a line of credit as item (e) under new business.

There was a motion to amend the agenda.

Moved by Ryan Sullivan.

Supported by Vincent Little.

Yes: all *No: none*

The agenda was amended.

IV. Approval of Minutes

a. Approval of the Minutes of the May 27, 2026, Meeting of the Board of Directors

There was a motion to approve the minutes from the May 27, 2026, meeting of the Board of Directors.

Moved by Josh Elling.

Supported by Lenny Barnes.

Yes: all *No: none*

The minutes were approved and accepted.

V. Administrative Report

There were no administrative updates since the May 27, 2026, meeting.

VI. Audits

There are no audits.

VII. Committee Reports

There was no executive committee meeting between the May 27 and June 10 meetings and there is therefore no executive committee report.

VIII. Old Business

There is no old business.

IX. New Business

a. Adoption of FOIA Policy (Proposed Res. 2026-14)

Courtney Kissel, Dykema, presented the statutory obligations of the Rivertown BIZ Board under the Michigan Freedom of Information Act.

Abigail Haag, Downtown Detroit Partnership, was named as the body's FOIA Coordinator.

There was a call for a motion to adopt the resolution.

Moved by Nadia Sesay.

Supported by Tonja Stapleton.

Yes: all *No: none*

Resolution 2026-14 was adopted.

b. Adoption of Records Retention Policy (Proposed Res. 2026-15)

Courtney Kissel explained the purpose of the resolution and the responsibilities of the Zone staff regarding managing records.

Moved by Ryan Sullivan.

Supported by Lenny Barnes.

Yes: all *No: none*

Resolution 2026-15 was approved.

c. FY 2026-2027 Budget Public Hearing

Gina Cavaliere presented the Budget to the board according to the process of the public hearing.

Board Members asked for an explanation of Ambassador duties and qualifications, plans for a security RFP, Project Lighthouse and the Domestic Violence Outreach Program.

There was a call for a motion to open the public meeting.

Moved by Jaqueline C. Young.

Supported by Lenny Barnes.

A roll call vote is required to open the public meeting.

Gina Cavaliere called the roll.

Lenny Barnes	Yes
Roger Basmajian	Yes
Christopher Brownell	
Brian Carnaghi	Yes
Josh Elling	
Aamir Farooqi	Yes
Franz Herbert	
Vince Little	Yes
Robert Maxey	Yes
Arthur “Chip” Rohde, Jr.	Yes
Nadia Sesay	Yes
Tonja Stapleton	Yes
Ryan Sullivan	Yes
Jacqueline C. Young	Yes

The meeting was opened and Chairman Chip Rohde called for public comment.

There were no members of the public who wished to address the board regarding the proposed budget.

There was a call for a motion to close the meeting.

Moved by Bob Maxey.

Supported by Brian Carnaghi.

The public hearing was closed.

d. FY 2026-2027 General Appropriations Act (Proposed Res. 2026-16)

There was a call for a motion to adopt the FY 2026-2027.

Moved by Jacqueline C. Young.

Supported by Lenny Barnes.

A roll call vote is required to adopt the General Appropriations Act.

Gina Cavaliere called the roll.

Lenny Barnes	Yes
Roger Basmajian	Yes
Christopher Brownell	
Brian Carnaghi	Yes
Josh Elling	
Aamir Farooqi	Yes
Franz Herbert	
Vince Little	Yes
Robert Maxey	Yes
Arthur “Chip” Rohde, Jr.	Yes
Nadia Sesay	Yes
Tonja Stapleton	Yes
Ryan Sullivan	Yes
Jacqueline C. Young	Yes

The FY 2026-2027 General Appropriations Act (Res. 2026-16) was adopted.

e. Authorization of Line of Credit (Proposed Res. 2026-17)

In order to allow for BIZ programs to start on July 1, 2026, the BIZ will have to open a line of credit in order to fund them as the assessment is collected during the summer tax bill pay period.

In accordance with the Michigan BIZ Statute, the line of credit cannot exceed 25% of the amount of the assessment. The BIZ seeks to take a line of credit worth 25% of the assessment.

There was a call for a motion to adopt the resolution.

Moved by Brian Carnaghi.

Supported by Aamir Farooqi.

Resolution 2026-17 was adopted.

X. Public Comment

There were no members of the public wishing to address the board.

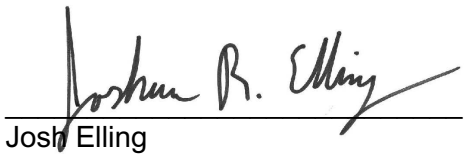
XI. Other Business

The next Meeting of the Rivertown Business Improvement Zone Board of Directors will take place October 14 at 9:30 a.m. at the Thome Rivertown Senior Apartments at 260 McDougall Street. It will be the annual meeting of the Board of Directors.

XII. Adjournment

Chairperson Arthur “Chip” Rohde asked for a motion to adjourn the meeting at 11:06 a.m.

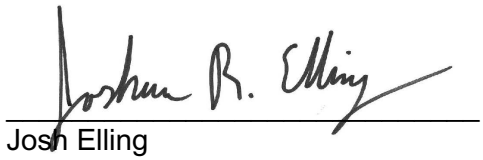
Proposed minutes respectfully submitted,



Josh Elling
Secretary

Date: June 13, 2026

Approved by the Board of Directors at a regular meeting held on June 10, 2026:



Josh Elling
Secretary

Date: October 19, 2026