RIVERTOWN BUSINESS IMPROVEMENT ZONE

BOARD OF DIRECTORS MEETING

Wednesday, October 14, 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 9:37 a.m. by Chairman Chip Rohde.

II. Olga Stella Swearing-In

Chip Rohde swore Olga Stella into the Rivertown BIZ Board as the City of Detroit's representative. The City of Detroit's representative does not have a term limit and serves at the will of the mayor.

III. Roll Call

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

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

Downtown Detroit Partnership staff and vendor attendees and guests included:

KaTaya Beverly, Gina Cavaliere, Abigail Haag, Nicholas Holub, Josh Long and Escarleth Ortega.

Emily Petrovski, Dykema.

Commander Jevon Johnson, Detroit Police Department, 7th Precinct.

There was a motion to excuse the absent members.

Moved by Josh Elling.

Supported by Vincent Little.

Yes: all *No: none*

The motion carried.

IV. Approval of Agenda

The agenda was circulated ahead of the meeting. There was a motion to accept the motion as presented.

Moved by Jaqueline C. Young.

Supported by Olga Stella.

Yes: all *No: none*

The agenda was approved.

V. Annual Meeting of Owners of Assessed Property

A motion to vote to convene the Annual Meeting of Owners of Assessed property was made.

Moved by Brian Carnaghi

Supported by Vincent Little

Gina Cavaliere called the roll.

Lenny Barnes	n/a
Roger Basmajian	Yes
Christopher Brownell	Yes
Brian Carnaghi	Yes
Josh Elling	Yes
Aamir Farooqi	n/a

Franz Herbert	Yes
Vince Little	Yes
Robert Maxey	Yes
Arthur “Chip” Rohde, Jr.	Yes
Nadia Sesay	Yes
Tonja Stapleton	n/a
Olga Stella	Yes
Ryan Sullivan	Yes
Jacqueline C. Young	Yes

The vote to convene carried. The Annual Meeting was opened at 9:43 a.m.

a. Annual Update on Launch Activities and Finances of the Rivertown BIZ

Josh Long, Data Program Director, presented on the Rivertown BIZ Structure including legal structures, staff, and assessment calculation. Long also presented work of the Data Project to establish baseline measures within the BIZ and marketing efforts building a database of property owner contacts.

KaTaya Beverly, Senior Program Director for Ambassadors, gave an update on the Clean and Hospitality Project. A blitz clean launched in July to establish a baseline standard in the BIZ. Beverly also spoke to the structure and efforts of street outreach in the Rivertown BIZ which is categorized budgetarily within the Safety Project.

Commander Johnson of the 7th Precinct gave an update on public safety in the BIZ and the need for cooperation between law enforcement and property owners. BIZ staff is working to understand the level of camera infrastructure that exists in the BIZ.

b. Public Hearing

Chairman Chip Rohde opened the public hearing and called for public comment.

Aaron DeShields, Co-Owner of Standard Fabrication and Forge, spoke to the difficulty tenants face getting involved with the BIZ especially regarding BIZ communications.

Sylvia Crawford, CEO of Cred Café, also spoke about BIZ communications as well as assessment support for small businesses.

There were no other members of the public wishing to address the board at this time.

c. Discussion

The Board discussed communication as a priority of the BIZ and how stakeholders can work together to establish a robust email list as well as coordinate outreach to BIZ tenants. A Rivertown Small Business Directory was also discussed by the board as a potential 2027 project.

d. Adjournment

There was a motion to close the annual meeting.

Moved by Bob Maxey.

Supported by Brian Carnaghi.

Yes: all *No: none*

The 2026 Meeting of Owners of Assessed Properties was adjourned at 10:34 a.m.

VI. Approval of Minutes

a. Approval of the Minutes of the June 10, 2026, Meeting of the Board of Directors

There was a motion to approve the minutes from the June 10, 2026, meeting of the Board of Directors.

Moved by Jaqueline C. Young.

Supported by Franz Herbert.

Yes: all *No: none*

The minutes were approved.

VII. Administrative Report

A written report of the work of the BIZ was included in the packet. Much of the information was included in the Annual Update Presentation.

There was a motion to receive and file the report.

Moved by Josh Elling.

Supported by Olga Stella.

Yes: all *No: none*

The motion carried.

VIII. Audits

There were no audits.

IX. Committee Reports

a. Report of the Executive Committee Meeting of September 30, 2026

A written report of the Executive Committee Meeting of September 30, 2026, was circulated to the Board. The Executive Committee recommends the adoption of all the resolutions being presented to the Board.

There was a motion to receive and file the report.

Moved by Brian Carnaghi.

Supported by Vincent Little.

Yes: all *No: none*

The motion carried.

X. Old Business

There is no old business.

XI. New Business

a. Adopting Regular Meeting Schedule for 2027 (Proposed Res. 2026-18)

The meeting schedule for 2027 was presented to the Board as follows:

March 11, 2027
May 27, 2027
June 17, 2027
November 4, 2026

All meetings will take place at 9:30 a.m. at the Thome Rivertown Senior Apartments at 260 McDougall, Detroit, MI, 48207.

There was a motion to adopt the resolution as proposed.

Moved by Jaqueline C. Young.

Supported by Franz Herbert.

Yes: all *No: none*

Resolution 2026-18 was adopted.

b. Adopting Policy for Payment of Invoices (Proposed Res. 2026-19)

Gina Cavaliere explained the proposed policy for payment of invoices.

There was a motion to adopt the resolution

Moved by Bob Maxey.

Supported by Roger Basmajian.

Yes: all *No: none*

Resolution 2026-19 was approved.

c. Authorizing Request for Proposals for Audit Services (Proposed Res. 2026-20)

The Rivertown BIZ is required to conduct an annual audit, and the auditing services are secured by a direct contract with the BIZ as opposed to DDI. For this reason, the Request for Proposals is subject to the approval of the Board. The Executive Committee will serve as the RFP Committee.

There was a motion to authorize the Request for Proposals.

Moved by Brian Carnaghi.

Supported by Olga Stella.

Yes: all *No: none*

Resolution 2026-20 was approved.

d. Adopting Clean Project Scope of Service (Proposed Res. 2026-21)

The scope of service for the Clean Project, which includes the Ambassador Program, was explained to the Board. Priority areas and specific services such as weed abatement and graffiti removal are laid out in the scope.

There was a call for a motion to adopt the Clean Project Scope of Service.

Moved by Ryan Sullivan.

Supported by Nadia Sesay.

Yes: all *No: none*

Resolution 2026-20 was approved.

e. Adopting Public Safety Project Scope of Service (Proposed Res. 2026-22)

The scope of service for the Public Safety Project was explained to the Board. Supplemental security services which were secured via a public RFP process and a formal contract with Liberty Security Group is underway with the intention of beginning service on November 2.

Kieth Murray, CEO of Liberty Security Group, has extended an offer to Board Members to tour the Liberty Security Group's Corktown Command Center.

There was a call for a motion to adopt the Public Safety Scope of Service.

Moved by Roger Basmajian.

Supported by Franz Herbert.

Yes: all *No: none*

Resolution 2026-22 was approved.

XII. Public Comment

Sylvia Crawford, CEO of Cred Café, addressed the Board asking about the availability of BIZ Meeting information. Ms. Crawford was directed to the Rivertown BIZ website at DetroitRivertownBIZ.org where the public records of the BIZ are maintained as well as meeting notices and information posted.

XIII. Other Business

Chairman Chip Rohde asked for a vote on a letter of support for the Renaissance Center Redevelopment project being led by Bedrock and General Motors. Directors Carnaghi, Sesay, Stella, and Carnaghi recused themselves from the vote.

A motion was made to approve a letter of support.

Moved by Roger Basmajian.

Supported by Franz Herbert.

Yes: all *No: none*

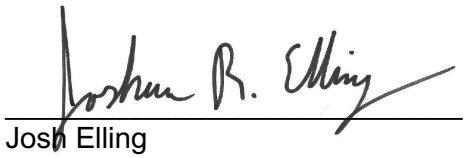
The motion carried.

The next Meeting of the Rivertown Business Improvement Zone Board of Directors will take place March 11 at 9:30 a.m. at the Thome Rivertown Senior Apartments at 260 McDougall Street.

XIV. Adjournment

Chairperson Arthur “Chip” Rohde asked for a motion to adjourn the meeting at 11:05 a.m.

Proposed minutes respectfully submitted,



Josh Elling
Secretary

Date: October 19, 2026

Approved by the Board of Directors at a regular meeting held on March 11, 2027:

_____
Josh Elling
Secretary

Date: