



**DOWNTOWN DETROIT BUSINESS IMPROVEMENT ZONE  
BOARD OF DIRECTORS MEETING**

**REGULAR MEETING**

Tuesday, May 14, 2024  
9:00 a.m.  
1420 Broadway  
Suite 101  
Detroit, MI 48226

**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 9:08 a.m. by Steve Ogden, Chairperson of the Board of Directors.

**II. Roll Call**

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
Linda Forte, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Regina Gaines, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Rainy Hamilton, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Kenneth Hayward, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Debra Homic Hoge, Vice Chairperson	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Richard Hosey, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Christos Moises, Director	<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, Treasurer	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Steve Ogden, Chairperson	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mike McLauchlan, Secretary	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

13 members of the Board of Directors were present, 2 members absent, and a quorum present.

Downtown Detroit Partnership staff and vendor attendees included:

Eric Larson, Downtown Detroit Partnership  
Gina Cavaliere, Downtown Detroit Partnership  
Lila Asante-Appiah, Downtown Detroit Partnership  
KaTaya Beverly, Downtown Detroit Partnership  
Crystal Coles, Downtown Detroit Partnership  
Cari Easterday, Downtown Detroit Partnership  
Elise Fields, Downtown Detroit Partnership  
Sharon Garcia, Downtown Detroit Partnership  
Krissy Johnson, Downtown Detroit Partnership  
Maryann Listman, Downtown Detroit Partnership  
Joshua Long, Downtown Detroit Partnership  
Anjana Schroeder, Downtown Detroit Partnership  
DeShawn Singleton, Downtown Detroit Partnership  
Kitty Whitfield, Downtown Detroit Partnership  
Steve Liedel, Dykema

**III. Approval of Agenda**

The Chairperson asked for a motion to adopt the proposed agenda.

Moved by: Debra Homic Hoge, Vice Chairperson

Supported by: Michael McLauchlan, Secretary

*Yes: All      No: None*

The agenda was adopted.

**IV. Approval of Minutes**

Chairperson Steve Ogden asked for a motion to approve the minutes of the February 27, 2024, Regular Meeting of the Board of Directors.

Moved by: Richard Hosey, Director

Supported by: Dwight Phillips, Director

*Yes: All      No: None*

The minutes were approved.

**V. Administrative Report**

Gina Cavaliere provided the Administrative Report and advised the Board of Directors to reference the Board packet for additional BIZ Highlights and updates. Cavaliere spoke about the infrastructure improvements and the budget reserve. Anjana Schroeder announced the BIZ 10-year anniversary celebration and shared the new 10-year logo. Elise Fields provided

information on the static wayfinding kiosks including current and future development plans. Krissy Johnson presented the Statement of Activities for the BIZ.

**VI. Audits**

No audit.

**VII. Executive Committee Report**

Chairperson Steve Ogden referenced the written report of the Executive Committee Meeting on April 30, 2024. The Board discussed how they can continue to identify and add specificity to the BIZ.

Chairperson Ogden asked for a motion to accept the Executive Committee report.

Moved by: Debra Homic Hoge, Vice Chairperson

Supported by: George Barnes, Director

*Yes: All      No: None*

The report of the Executive Committee was accepted into the record of the Board.

**VIII. Old Business**

There was no old business.

**IX. New Business**

X.

**a. Resolution 2024-02: Amended Certification of 2023 Assessment Calculation**

Gina Cavaliere provided an overview of the proposed amendment to the 2023 BIZ assessment. She explained that the BIZ was notified of two properties that transferred ownership in 2022 which prompted a need to amend the 2023 BIZ Assessment Calculation. The proposed resolution deletes two properties reclassified as exempt with an ownership change to Avalon Healing Center: 601 Bagley at \$4248.25 and 640 Michigan Avenue at \$1021.08. The change was made at the December 2022 board of review, after the City provided the BIZ with data to calculate the 2023 assessment, but the parcels were exempt beginning in 2023.

The Chairperson asked for a motion to approve the proposed resolution of Amended Certification of 2023 Assessment Calculation and asked Secretary McLauchlan for a roll-call vote.

Moved by: Rainy Hamilton, Director

Supported by: Richard Hosey, Director

George Barnes, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
David Di Rita, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Regina Gaines, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Rainy Hamilton, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Kenneth Hayward, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Debra Homic Hoge, Vice Chairperson	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Richard Hosey, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Christos Moises, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Athina Papas, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Dwight Phillips, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Tony Tomczak, Treasurer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Steve Ogden, Chairperson	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Mike McLauchlan, Secretary	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Resolution 2024-02 was adopted.

**b. Resolution 2024-03: Certification of 2024 Assessment Calculation**

Josh Long, Data Program Director, presented the proposed assessment calculation. He explained the assessment calculation process and represented that he had utilized data provided by the City of Detroit to come to the total assessment of \$6,111,544.04.

The Chairperson asked for a motion to approve the proposed resolution of Certification of 2024 Assessment Calculation and asked Secretary McLauchlan for a roll-call vote.

Moved by: Debra Homic Hoge, Vice Chairperson

Supported by: David Di Rita, Director

George Barnes, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
David Di Rita, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Regina Gaines, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Rainy Hamilton, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Kenneth Hayward, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Debra Homic Hoge, Vice Chairperson	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Richard Hosey, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Christos Moises, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Athina Papas, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Dwight Phillips, Director	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Tony Tomczak, Treasurer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Steve Ogden, Chairperson	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Mike McLauchlan, Secretary	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Resolution 2024-03 was adopted.

**c. Resolution 2024-04: FY 2024-2025 Budget Time Schedule**

The Chairperson asked for a motion to approve the proposed resolution of FY 2024-2025 Budget Time Schedule.

Moved by: Debra Homic Hoge, Vice Chairperson

Supported by: George Barnes, Director

*Yes: All      No: None*

Resolution 2024-04 was adopted.

**d. Resolution 2024-05: Publication of FY 2024-2025 Budget Hearing Notice**

The Chairperson asked for a motion to approve the proposed resolution of Publication of FY 2024-2025 Budget Hearing Notice.

Moved by: Debra Homic Hoge, Vice Chairperson

Supported by: Richard Hosey, Director

*Yes: All      No: None*

Resolution 2024-05 was adopted.

**e. Presentation of recommended FY 2024-2025 budget and draft FY 2024-2025 General Appropriations Act**

Gina Cavaliere presented an overview of the draft budget and General Appropriations Act for the 2024-2025 fiscal year. Chairperson Ogden explained that the proposed budget will be posted at [downtowndetroit.org/biz](http://downtowndetroit.org/biz) and available for public viewing at the DDP office. The board intends to vote on the General Appropriations Act following the public hearing on June 11<sup>th</sup>. The board asked several questions regarding the proposed budget and agreed that it should be put forth for public comment and consideration by the board.

**f. Resolution 2024-06: Resolution Amending Invoice Policy**

Gina Cavaliere explained that BIZ staff and attorney reviewed all BIZ policies with the commencement of the second term of the BIZ. An amendment to the invoice policy is recommended.

The Chairperson asked for a motion to approve the proposed resolution of Resolution Amending Invoice Policy.

Moved by: George Barnes, Director

Supported by: David Di Rita, Director

*Yes: All      No: None*

Resolution 2024-06 was adopted.

**XI. Public Comment**

There were no comments from the public.

**XII. Other Business**

The board discussed a variety of topics including Downtown Detroit Partnership's involvement with I-375, the NFL Draft, and the upcoming Grand Circus Park Gala scheduled for the evening of June 20<sup>th</sup>.

**XIII. Adjournment**

Chairperson Steve Ogden asked for a motion to adjourn the meeting.

Moved by: Debra Homic Hoge, Vice Chairperson

Supported by: Mike McLauchlan, Secretary

Yes: *All*      No: *None*

The meeting adjourned at 10:40 a.m.

**Certification of Minutes**

Proposed minutes respectfully submitted,



Michael McLauchlan  
Secretary

Date: May 14, 2024

Approved by the Board of Directors at a regular meeting held on June 11, 2024:



Michael McLauchlan  
Secretary

Date: