



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

REGULAR MEETING

Tuesday, May 23, 2023
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 9:00 a.m. by Steve Ogden, Chairperson of the Board of Directors.

II. Roll Call

Athina Papas, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Charlie Beckham, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Christos Moisesides, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
David Di Rita, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Debra Homic Hoge, Vice Chairperson	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Dwight Phillips, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
George Barnes, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Kenneth Hayward, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Linda Forte, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Michael McLauchlan, Secretary	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Rainy Hamilton, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Regina Gaines, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Richard Hosey, Treasurer	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Steve Ogden, Chairperson	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Tony Tomczak, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

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

Downtown Detroit Partnership staff and vendor attendees included:

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

Chairperson Ogden called for a motion to excuse the absent member.

Moved by: Debra Homic Hoge, Vice Chairperson

Supported by: Kenneth Hayward, Director

Yes: All No: None

III. Approval of Agenda

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

Moved by: David Di Rita, Director

Supported by: Rainy Hamilton, Director

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 28, 2023, Regular Meeting of the Board of Directors.

Moved by: Dwight Phillips, Director

Supported by: Michael McLauchlan, Secretary

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 Senate Bill 164 and House Bill 4454. Cavaliere introduced our 3 summer interns that attended the BIZ meeting. Steve Liedel, from Dykema spoke about the Mackinac talking points and the bill legislation. Krissy Johnson provided a summary of the financials and budget for the BIZ. Anjana Schroeder shared three videos with the BIZ board. The first video featured ambassador Tina Bowden. The second video featured our job fair that took place on March 1, 2023, at 1001 Woodward Ave. The third video featured Besa, a restaurant in Downtown Detroit located at 600 Woodward Ave.

VI. Audits (Audit Report for FY 2021-2022)

Cari Easterday, DDP's Chief Financial Officer, reported that the Audit report is in the final stages. The audit report will be presented to the BIZ Board of Directors on June 13, 2023, at a public meeting. The Board Agreed that the Audit would be brought back for formal review and action on June 13.

VII. Executive Committee Report

Executive Committee Meeting of May 2, 2023

Chairperson Steve Ogden referenced the written report of the Executive Committee Meeting on May 2, 2023. He asked for a motion to accept the Executive Committee report.

The Board discussed the state of Downtown safety and opportunities to increase communications with Board members, small businesses, and other Downtown stakeholders.

Moved by: Rainy Hamilton, Director

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

a. Resolution 2023-03: FY 2023-2024 Budget Time Schedule

The Chairperson asked for a motion to approve the proposed resolution FY 2023-2024 Budget Time Schedule.

Moved by: Michael McLauchlan, Secretary

Supported by: Dwight Phillips, Director

Yes: All No: None

Resolution 2023-03 was adopted.

b. Resolution 2023-04: Certification of 2023 Assessment Calculation

Josh Long, Data Program Director, presented the proposed assessment calculation. He explained the assessment calculation process and represented that he and Linda Bade, an assessor contracted by DDP, had both utilized data provided by the City of Detroit to come to the same total assessment of \$5,671,460.11. The Chairperson asked for a motion to approve resolution of Certification of 2023 Assessment Calculation.

The Chairperson asked for a motion to approve the proposed resolution and asked Secretary McLauchlan for a roll-call vote.

Moved by: Debra Homic Hoge, Vice Chairperson

Supported by: David Di Rita, Director

Yes: All No: None

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

Resolution 2023-04 was adopted.

c. Resolution 2023-05: Publication of FY 2023-2024 Budget Hearing Notice

The Chairperson asked for a motion to approve resolution of Publication of FY 2023-2024 Budget Hearing Notice.

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

Moved by: Athina Papas, Director

Supported by: Dwight Phillips, Director

Yes: All No: None

Resolution 2023-05 was adopted.

d. Presentation of recommended FY 2023-2024 budget and draft FY 2023-2024 General Appropriations Act

Gina Cavaliere presented an overview of the draft budget, highlighting some changes. The budget includes two versions: one with reauthorization prior to expiration of the BIZ in April 2024, And the other without. The draft budget will also be available for public inspection at the DDP office, 1000 Woodward, Suite 380, and at downtowndetroit.org. Increases primarily reflect increasing Ambassador wages, increasing safety efforts, and adding marketing and legal resources related to BIZ reauthorization. She indicated that the budget will be presented in more detail on June 13.

e. Resolution 2023-06: Amendment to FY 2022-2023 General Appropriations Act

Cavaliere explained that the staff is recommending that contingency in the amount of \$72,000 be allocated to the Ambassador line item. Costs have risen significantly during the current budget year. The Ambassador line item is the most flexible, so additional costs related to Ambassador, parks and common areas, and safety are appropriately applied to Ambassadors.

The Chairperson asked for a motion to approve resolution of Amendment to FY 2022-2023 General Appropriations Act, moving \$72,000 contingency to the Ambassador line item and asked Secretary McLauchlan for a roll-call vote.

Moved by: Debra Homic Hoge, Vice Chairperson

Supported by: Rainy Hamilton, Director

Yes: All No: None

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

Resolution 2023-06 was adopted.

X. Public Comment

There were no comments from the public.

XI. Other Business

No other Business.

XII. Adjournment

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

Moved by: David Di Rita, Director

Supported by: Steve Ogden, Chairperson

Yes: *All* No: *None*

The meeting adjourned at 10:37am.

Certification of Minutes

Proposed minutes respectfully submitted,



Michael McLauchlan
Secretary

May 23, 2023
Date

Approved by the Board of Directors at a regular meeting held on June 13, 2023.



Michael McLauchlan
Secretary

June 13, 2023
Date