



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

**REGULAR MEETING  
&  
ANNUAL MEETING OF ASSESSABLE PROPERTY OWNERS**

Tuesday, October 25, 2022

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**

|                                    |   |  |
|------------------------------------|---|--|
| George Barnes, 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, Treasurer           | <input type="checkbox"/> Present            | <input checked="" type="checkbox"/> Absent |
| Michael McLauchlan, Secretary      | <input checked="" type="checkbox"/> Present | <input 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            |
| Charlie Beckham, Director          | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent            |
| David Di Rita, Director            | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent            |
| Linda Forte, Director              | <input checked="" type="checkbox"/> Present | <input 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            |
| Christos Moisides, 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            |

14 members of the Board of Directors were present, 1 member 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
- Mike Bruggeman, 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
- Talitha Johnson, Downtown Detroit Partnership
- Lila Asante-Appiah, Downtown Detroit Partnership
- Caleb Winston, Block by Block
- Calvin Hasberry, Block by Block
- Maryann Listman, Downtown Detroit Partnership
- McKenzie Pylak, Downtown Detroit Partnership
- Will Hansen, Downtown Detroit Partnership
- Mary Riegle, Downtown Detroit Partnership
- Patricia Brown, Downtown Detroit Partnership

Other attendees included:

- Tasha Squires (C/O Lisa Williams), MGM Grand Detroit
- Bob Roberts, McShane’s Pub and Corktown Business Association
- Daniel Mercier, Mercier Development
- Sheila Cockrel, Crossroads Consulting and Corktown Business Association

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

Moved by: Debra Homic Hoge, Vice Chairperson

Supported by: Tony Tomczak, 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: Dwight Phillips, Director

*Yes: All      No: None*

The agenda was adopted.

#### **IV. Annual Meeting of Assessable Property Owners**

Chairperson Ogden asked for a motion to convene the Annual Meeting of Assessed Property Owners for 2022.

Moved by: Debra Homic Hoge, Vice Chairperson

Supported by: Kenneth Hayward, Director

Yes: *All*      No: *None*

Chairperson Ogden called the 2022 Annual Meeting of Assessed Property Owners to order. He asked Gina Cavaliere, Executive Director of the BIZ, to present the annual update. Gina Cavaliere presented the BIZ Annual report and thanked the BIZ Team and DDP staff. She thanked the assessed property owners for their contributions, and the BIZ Board for their continued support and leadership. Josh Long presented BIZ data. Elise Fields presented the Ambassador highlights. Calvin Hasberry was recognized for his contributions as the Ambassador of the Year, and video of him was shown at the meeting. DeShawn Singleton spoke on the Safety Outreach project. Christine Szabo, Outreach Specialist, a licensed social worker who has joined the Ambassador team, was introduced. Kitty Whitfield provided an update on small business engagement efforts. Key findings of the 2022 Downtown Detroit Perceptions Survey were discussed, demonstrating that the positive impact of the work of the BZ is noticed and important. Please find the BIZ Annual report on the website: <https://detroitdetroit.org/about-the-ddp/business-improvement-zone/>

#### **V. Approval of Minutes**

Chairperson Steve Ogden asked for a motion to approve the minutes of the June 7, 2022, Regular Meeting of the Board of Directors.

Moved by: George Barnes, Director

Supported by: Debra Homic Hoge, Vice Chairperson

Yes: *All*      No: *None*

The minutes were approved.

#### **VI. 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.

#### **VII. Audits (None)**

#### **VIII. Executive Committee Report**

Executive Committee Meeting of October 4, 2022

Chairperson Steve Ogden referenced the written report of the Executive Committee Meeting on October 4, 2022. He asked for a motion to accept the Executive Committee report.

Moved by: Debra Homic Hoge, Vice Chairperson

Supported by: Tony Tomczak, Director

Yes: *All*      No: *None*

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

**IX. Old Business**

There was no old business.

**X. New Business**

**a. Annual Election of Officers of the Downtown Detroit Business Improvement Zone Board of Directors**

Chairperson Ogden called for nominations to the positions of officers of the BIZ board of directors, stating that the Executive Committee recommended reelection of the current officers:

Steve Ogden, Chair  
Debra Homic Hoge, Vice Chair  
Mike McLauchlan, Secretary  
Richard Hosey, Treasurer

All candidates accepted the nominations for a one-year term of the Board of Directors. Chairperson Ogden asked if there were any other nominations, and there were none. He asked for a motion to adopt the resolution.

Moved by: Dwight Phillips, Director

Supported by: George Barnes, Director

Yes: *All*      No: *None*

Resolution 2022-09 Electing Officers of the Board of Directors of the Downtown Detroit Business Improvement Zone was adopted.

**b. Annual Election of the Executive Committee of the Downtown Detroit Business Improvement Zone**

Chairperson Ogden called for nominations to the Executive Committee of the BIZ board of directors, stating that the Executive Committee recommended reelection of the current Executive Committee members:

The current Executive Committee Members are:

Steve Ogden, Chair  
Debra Homic Hoge, Vice Chair  
Mike McLauchlan, Secretary  
Richard Hosey, Treasurer  
George Barnes, Director  
Kenneth Hayward, Director  
Tony Tomczak, Director

Moved by: Linda Forte, Director

Supported by: Tony Tomczak, Director

Yes: All No: None

Chairperson Ogden asked if there were any other nominations, and there were none.

Resolution 2022-10 Electing Committee of the Board of Directors of the Downtown Detroit Business Improvement Zone was adopted.

**c. Resolution Updating BIZ Bylaws regarding BIZ Mailing Address: 1000 Woodward Ave, Suite 380, Detroit, MI 48226 (Proposed Res. 2022-11)**

Gina Cavaliere explained that the United States Postal Service has requested the use of 1000 Woodward instead of 1 Campus Martius, as a potential solution to mail delays that the Downtown Detroit Partnership has been experiencing. The proposed resolution updates the business address of the Downtown Detroit Partnership to 1000 Woodward, Suite 380, Detroit, and asked for a motion to adopt the resolution.

Moved by: David Di Rita, Director

Supported by: Rainy Hamilton, Director

Yes: All No: None

Resolution 2022-11 Updating BIZ Bylaws regarding BIZ Mailing Address: 1000 Woodward Ave, Suite 380, Detroit, MI 48226 was adopted.

**d. Resolution Adopting Regular Meeting Schedule for 2023 (Proposed Res. 2022-12)**

Board members discussed to possibly change 2023 meetings start time to 9:15am. Board of Directors agreed to leave meetings at the same start time of 9:00am. All meetings are planned to be held at 1420 Broadway, Detroit.

Regular Meeting Dates are:

|                            |           |
|----------------------------|-----------|
| Tuesday, February 28, 2023 | 9:00 a.m. |
| Tuesday, May 23, 2023      | 9:00 a.m. |
| Tuesday, June 13, 2023     | 9:00 a.m. |
| Tuesday, October 24, 2023  | 9:00 a.m. |

Chairperson Ogden added that a Special Meeting date will be set in early 2023 to discuss the BIZ renewal and potential updates to the Zone Plan of the Downtown Detroit Business Improvement Zone.

Chairperson Steve Ogden asked for a motion to adopt the resolution as proposed.

Moved by: Debra Homic Hoge, Vice Chairperson

Supported by: Tony Tomczak, Director

Yes: All No: None

Resolution 2022-12 Adopting Regular Meeting Schedule for 2023 was adopted

**e. Resolution amending BIZ Scope of Services for Parks and Common Areas Program (Proposed Res. 2022-13)**

Gina Cavaliere discussed that the proposed amendments to Scope of Services for the Parks and Common Areas Program align with current services being provided, but add more detail to the document so that the services the BIZ provides are clear. The BIZ board has the right to amend the Scope of Services at any time. Debra Homic Hoge explained why Board asked to make changes, noting that scope changes should be a deliberate decision of the board. Chairperson Steve Ogden asked for a motion to adopt the resolution.

Moved by: Debra Homic Hoge, Vice Chairperson

Supported by: Linda Forte, Director

Yes: *All*      No: *None*

Resolution 2022-13 amending the BIZ Scope of Services for Parks and Common Areas Program was adopted.

**f. Resolution amending BIZ Scope of Services for Street Landscape Program (Proposed Res. 2022-14)**

Gina Cavaliere explained that minor changes were recommended to align with current work being delivered. Director DiRita asked if Spirit of Detroit Plaza is included in the BIZ Scope of Services. Cavaliere said that the BIZ cleans the sidewalks as its base services did not change when the Plaza was constructed. The City of Detroit maintains the plaza itself. The City occasionally contracts with the Downtown Detroit Partnership for additional services such as participation in the Downtown Street Eats Program.

Chairperson Steve Ogden asked for a motion to adopt the resolution.

Moved by: Linda Forte, Director

Supported by: Dwight Phillips, Director

Yes: *All*      No: *None*

Resolution 2022-14 amending BIZ Scope of Services for Street Landscape Program was adopted.

**XI. Public Comment**

There were no comments from the public.

**XII. Other Business**

Eric Larson mentioned the Annual Tree Lighting will take place on Friday, November 18, and The Detroit Aglow at MGM Grand Detroit will be held on November 21, 2022. Eric Larson thanked the Board of Directors and everyone for coming to the meeting.

The Board of Directors discussed the current state of Downtown. Director Regina Gains and others voiced concerns about the perceived rise in mental health, homelessness, and addiction. Various response options were discussed. The board was asked to alert Mike Bruggeman or DeShawn Singleton or any member of the BIZ staff if safety problems arise but was reminded to always call 9-1-1 first in the event of an emergency and ask for a response by the Crisis Intervention Team.

**XIII. Adjournment**

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

Moved by: Dwight Phillips, Director

Supported by: Kenneth Hayward, Director

Yes: All      No: None

The meeting adjourned at 10:30am.

**Certification of Minutes**

Proposed minutes respectfully submitted,



\_\_\_\_\_  
Michael McLauchlan  
Secretary

October 25, 2022

Date

Approved by the Board of Directors at a regular meeting held on February 28, 2023.



\_\_\_\_\_  
Michael McLauchlan  
Secretary

February 28, 2023

Date