



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

REGULAR MEETING

Tuesday, June 13, 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 9:07 a.m. by Steve Ogden, Chairperson of the Board of Directors.

II. Roll Call

Athina Papas, Director	<input type="checkbox"/> Present	<input checked="" 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 type="checkbox"/> Present	<input checked="" 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

10 members of the Board of Directors were present, 5 members absent, and a quorum present.

Downtown Detroit Partnership staff and vendor attendees included:

- Eric Larson, Downtown Detroit Partnership
- Gina Cavaliere, Downtown Detroit Partnership
- Mike Bruggeman, 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
- Sarah Walsh, Downtown Detroit Partnership
- Kitty Whitfield, Downtown Detroit Partnership
- Krissy Johnson, Downtown Detroit Partnership
- Lila Asante-Appiah, Downtown Detroit Partnership
- Maryann Listman, Downtown Detroit Partnership

Other attendees: Commander Melissa Gardner and Captain Derrick Griffin, Detroit Police Department. John Doneghy and Sarah Troupe from the City of Detroit’s Building Safety and Engineering Department.

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

Moved by: Debra Homic Hoge, Vice Chairperson

Supported by: Kenneth Hayward, Director

All Members voted “yes” except Director DiRita who voted “no.” The motion carried.

III. Approval of Agenda

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

Moved by: Rainy Hamilton, Director

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 May 23, 2023, Regular Meeting of the Board of Directors.

Moved by: George Barnes, Director

Supported by: Christos Moisesides, Director

Yes: *All* No: *None*

The minutes were approved.

The chairperson moved item 9c from new business to the top of the agenda without objection to be respectful of guests' time with no objections. The mm this section will appear in the new business section to preserve formatting.

V. Administrative Report

In the interest of efficiency, Chairperson Steve Ogden requested that the staff present any new administrative updates since the May 23rd meeting during the presentation of the budget later in the meeting.

VI. Audits: 9th Annual BIZ Audit- Presented by Cari Easterday, DDP Chief Financial Officer

Cavaliere introduced Cari Easterday to present the 9th annual BIZ audit.

Easterday presented an entirely favorable audit, noting that every audit of the BIZ since inception has been clean. She also noted that the pending BIZ reauthorization could lead to a finding outside the control of the BIZ during the next audit because the end of the current authorized term of the BIZ is near.

Vice Chair Debra Homic Hoge stressed the importance of transparency of spending and budgeting activities between BIZ, DDI, and DDP.

Easterday assured us that all checks are signed by the Chairperson or Treasurer and second party and that both DDP and DDI are audited alongside BIZ and the internal controls of the organization are frequently tested.

The Chairperson asked for a motion to accept the audit.

Moved by: David Di Rita, Director

Supported by: Michael McLauchlan, Secretary

Yes: *All* No: *None*

VII. Committee Reports

a. Executive Committee Report

The executive committee did not meet before the June meeting due to the short time between board meetings (May to June) and had nothing to report.

VIII. Old Business

There was no old business.

IX. New Business

a. Public Hearing on Proposed FY 2023-2024 General Appropriations Act

Chairperson Ogden requested an overview of the proposed budget prior to calling for the public hearing on the budget to open.

Gina Cavaliere provided an overview of the proposed BIZ budget, stating that it varied slightly from the draft presented at the May 23, 2023, meeting of the board. The audited unassigned fund balance was higher than conservatively estimated. The current recommended budget reflects an allocation of those funds to programs where the board indicated a desire to increase, specifically safety and capital expenditures. The administrative budget is also adjusted because the contractual work of Titan Security has shifted in-house with DDP under the position of Chief Safety and Security Officer held by Mike Bruggeman. For FY 2022-2023, a portion of Bruggeman’s work will continue to be charged to the Safety line item but it will be moved to Administration as has been the practice with DDP staff beginning July 1, 2023.

Chairperson Ogden opened discussion amongst board members about the proposed BIZ budget and stressed that this process and the proposed budget not only meets the legal obligations of the BIZ but also delivers on BIZ core values. The budget maintains a ratio of no more than 20% administrative expenses while spending more than 80% of the budget delivering programs and services, a best practice.

Chairperson Ogden sought a motion to open the public hearing.

Moved by: Director Barnes

Supported by: Vice Chairperson Homic Hoge

Secretary McLauchlan conducted a roll call vote:

Christos Moisesides, 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
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

Chairperson Ogden opened the public hearing then called three times for members of the public wishing to comment on the proposed budget to come forward, and none came forward. Chairperson Ogden sought motion to close the public hearing.

Moved by: Director Hamilton

Supported by: Director Barnes

Yes: All No: None

b. Resolution 2023-07: FY 2023-2024 General Appropriations Act

The Chairperson asked for a motion to adopt the resolution to adopt the General Appropriations Act for the 2023-2024 fiscal year.

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

Moved by: Vice Chairperson Homic Hoge

Supported by: Director Hayward

Secretary McLauchlan conducted a roll call vote:

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
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 2023-07 was adopted.

c. Discussion regarding Downtown Health and Safety

Mike Bruggeman, DDP's Chief Safety and Security Officer, introduced Detroit Police Department Commander Melissa Gardner.

Commander Melissa Gardner and Captain Derrick Griffin presented their plan to enforce Chief James White's 12-Point Safety Plan Downtown.

Questions and comments from Board Members were invited at this time by the Chairperson.

Chairperson Ogden thanked the officers for their attendance, noted that everyone had different issues and needs, and stressed the common goal of safety and security Downtown.

Gina Cavaliere introduced John Doneghy and Sarah Troupe from the City of Detroit's Building Safety and Engineering Department responsible for code enforcement who want to work with DDP, and others to make sure businesses are licensed, up to code, and working as they should.

Director Christos Moisesides raised questions about the enforcement of noise ordinance in Greentown and mentioned the high level of self-policing currently required of business owners to manage panhandling, public urination, and the unhoused among other concerns. He also asked about response times.

The Commander noted that the DPD is aware of the density of unhoused persons as a pressing issue for business owners and stressed the sensitivity of the issue and its complicated nature when it comes to enforcement, noting that DPD is not criminalizing homelessness or mental health issues. She stressed that a more coordinated approach is needed. She also indicated that business owners need to be willing to appear in court to file complaints and witnesses to support the prosecution of crimes that are committed.

The Commander noted that the DDP's response time is currently thirteen minutes (from telephone call as opposed to from dispatch). The department's goal is ten minutes. 911 operators are being trained to better retrieve information from callers.

Director Regina Gaines raised that she was more concerned about a rise in aggressive drug addicts and was less concerned about the unhoused. She raised concerns with gouging on parking and issues with the way valet was conducted in proximity to her business. She also raised a concern about dog waste protocol and enforcement.

The Commander noted that she would refresh herself with the dog ordinance and address concerns. She also noted that the city received recommendations from DPD but ultimately decides location of parking and valet services along with the business itself.

John Doneghy (Code Enforcement) explained DPD's process for sitting valet for safety and traffic concerns and that construction often forces a less than ideal, exceptional, situation.

Vice Chairperson Debra Homic Hoge asked if there was a way to require petition or open comment from neighboring establishments for valet siting.

Doneghy, Gaines, Hoge, and the Commander continued to discuss valets and businesses in proximity.

Director David DiRita asked if it was possible to enforce the noise-ordinance before 10:00pm without a 911 call. He also raised concern with the current structure of the ordinance and questioned if it needed to be reworded to patch loopholes and address vague nature of "disruption of peace."

Commander Gardner indicated that DPD will continue to enforce the ordinance.

Chairperson Steve Ogden thanked the guests for their attendance and indicated that they would be invited back later in the summer.

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: Vice Chairperson Homic Hoge

Supported by: Kenneth Hayward, Director

Yes: *All* No: *None*

The meeting adjourned at 10:27am.

Certification of Minutes

Proposed minutes respectfully submitted,



Michael McLauchlan
Secretary

June 13, 2023
Date

Approved by the Board of Directors at a regular meeting held on October 24, 2023.

Michael McLauchlan
Secretary

Date