

**Downtown Detroit Business Improvement Zone**  
Board of Directors

**REGULAR MEETING**

Tuesday, May 24, 2022  
9:00 a.m. to 10:30 a.m.

Central Michigan University Detroit Office  
One Kennedy Square Building, Suite 160  
777 Woodward Avenue  
Detroit, Michigan 48226

**MINUTES**

Proposed Minutes                       Approved Minutes

MEETING TYPE:       Regular Meeting                       Special Meeting

**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 BIZ Board of Directors. He welcomed all attendees to the meeting and asked everyone present to introduce themselves and thanked everyone for coming.

**II. Roll Call**

Chairman Ogden asked Michael McLauchlan to call the roll of the members present. The following is the attendance roll for the Board of Directors:

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 type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Christopher Ferchill, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Linda Forte, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Rainy Hamilton, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Ken Hayward, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Debra Homic Hoge, Vice Chair	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Richard Hosey, Treasurer	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Christos Moisides, Director	<input checked="" type="checkbox"/> Present	<input 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
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, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

11 Members of the Board of Directors were present, 4 Members were absent, and a quorum was present.

Downtown Detroit Partnership staff and vendor attendees included:

Lila Asante-Appiah, Downtown Detroit Partnership  
Gina Cavaliere, Downtown Detroit Partnership

David Cowan, Downtown Detroit Partnership  
Elise Fields, Downtown Detroit Partnership  
Krissy Johnson, Apparatus Solutions  
Eric Larson, Downtown Detroit Partnership  
Maryann Listman, Downtown Detroit Partnership  
Steve Liedel, Dykema  
Josh Long, Downtown Detroit Partnership  
Melissa Roy, Roy Public Affairs Management  
Anjana Schroeder, Downtown Detroit Partnership  
Paul Trulik, Apparatus Solutions  
Sarah Walsh, Downtown Detroit Partnership  
Kitty Whitfield, Downtown Detroit Partnership

Chairman Ogden asked for a motion to excuse the absent members, noting that Director Beckham and Treasurer Hosey were attending other board meetings that conflicted and Director DiRita, who has never missed a BIZ board meeting, was also attending a conflicting meeting.

Moved by: Director Papas

Supported by: Director Hayward

*Yes: All      No: None*

### **III. Approval of Agenda**

Chairman Ogden asked for a motion to adopt the proposed agenda.

Moved by: Vice Chairperson Homic Hoge

Supported by: Director Papas

*Yes: All      No: None*

The agenda was adopted.

### **IV. Approval of Minutes**

Chairman Ogden asked for a motion to approve the minutes of the February 15, 2022 Regular Meeting of the Board of Directors and Annual Meeting of Assessed Property Owners.

Moved by: Director Tomczak

Supported by: Director Papas

*Yes: All      No: None*

The minutes were approved.

### **V. Administrative Report**

Gina Cavaliere provided the Administrative Report. Cavaliere referred to the written updates in the board packets on programs as well as finances, and the BIZ Balanced Scorecard for Q2 of 2022.

Data monitoring Downtown patronage trends was presented and discussed.

Paul Trulik presented the BIZ financials.

## **VI. Audits**

Paul Trulik said that Jay Wilde of Alan C. Young and Associates, the firm that conducted the BIZ audit for FY 2020-2021, was unable to attend the meeting. Trulik conveyed Wilde's report that staff and Members cooperated fully with the audit. As has been the case with every annual audit of the BIZ, an unqualified opinion has been issued.

Chairman Ogden asked for a motion to receive and file the audit report.

Moved by: Director Barnes

Supported by: Director Phillips.

*Yes: All      No: None*

## **VII. Committee Report**

Cavaliere said that the Executive Committee met on May 3, 2022, to review and discuss items on the agenda. At the Executive Committee meeting, all the resolutions before the board were discussed and recommended for adoption. The committee reviewed nominees to fill the Board seat being vacated by Chris Ferchill and recommends the appointment of Regina Gaines, Owner and Founder of the House of Pure Vin. The Committee also launched the annual budgeting process and discussed the June 2020 BIZ Act amendment, agreeing that it is problematic for the Downtown Detroit BIZ. Staff was instructed to pursue and amendment to restore weighted voting by assessed property owners.

Chairman Ogden asked for a motion to approve the Executive Committee Report of May 3, 2022.

Moved by: Secretary McLauchlan

Supported by: Vice Chairperson Homic Hoge

*Yes: All      No: None*

## **VIII. Old Business**

There was no old business.

## **IX. New Business**

**a. Resolution 2022-04: FY 2022-2023 Budget Time Schedule**

Chairman Ogden described the budget approval process, stating that, as Chief Administrative Officer of the BIZ, on May 3, 2022 at the Executive Committee Meeting, he requested that DDP’s BIZ staff prepare a budget for consideration by the Board.

Chairman Ogden called for a motion to adopt resolution 2022-06 setting the budget time schedule.

Moved by: Director Barnes

Supported by: Director Papas

Yes: All      No: None

Resolution 2022-04 was adopted.

**b. Resolution 2022-05: Certification of 2022 Assessment Calculation**

Gina Cavaliere explained the calculation process, noting the meticulous work of Josh Long in parallel with Linda Bade, a contractor who supports the BIZ assessment calculation, and the Office of the City Assessor. Cavaliere said that staff is recommending certification of the roll with complete confidence in its accuracy.

Josh Long presented the assessment roadmap, highlighting changes from 2021 and looking ahead to future years. The 2022 Downtown Detroit BIZ assessment is calculated at 578 assessable parcels with a collective assessment of \$5,197,031.48.

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

Moved by: Director Hamilton

Supported by: Director Moises

George Barnes, Director	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Linda Forte, Director	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Rainy Hamilton, Director	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ken Hayward, Director	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Debra Homic Hoge, Vice Chair	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Christos Moises, Director	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Michael McLauchlan, Secretary	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Steve Ogden, Chairperson	<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, Director	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Resolution 2022-05 was unanimously adopted.

**c. Resolution 2022-06: Publication of FY 2022-2023 Budget Hearing Notice**

Cavaliere said this is an administrative procedural item setting the Public Hearing on the budget for June 6 and directing the BIZ attorney to publish the notice in accordance with statutory requirements. Steve Liedel, Dykema, said he will arrange the required publication.

Moved by: Director Barnes

Supported by: Director Papas

*Yes: All      No: None*

Resolution 2022-06 was adopted.

**d. Presentation of recommended FY 2022-2023 budget and draft General Appropriations Act**

Cavaliere presented an overview of the proposed budget, recommending some increases to allow for changing market conditions and a capital outlay to partially fund new trash receptacles and the fabrication and installation of static pedestrian wayfinding signage. The board agreed that a reduction of the fund balance leading into renewal is appropriate as risk is controlled and the impact of the contribution of assessed property owners should be visible and maximized.

**e. Resolution 2022-07: Appointing Member to Board of Directors, Regina Gaines**

The Board discussed its commitment to maintain a Board that represents all BIZ stakeholders. A call for nominees was formally issued following the February 15, 2022 BIZ board meeting when Director Chris Ferchill communicated that he was not seeking reappointment. All the candidates nominated were reviewed by the Executive Committee. Regina Gaines, Owner and Founder of House of Pure Vin, was put forth to succeed Chris Ferchill, nominated by Director Papas. Gaines is an active member of the Downtown community, currently expanding her business, and will bring a retail/restaurant tenant's perspective to the Board.

Moved by: Director Papas

Supported by: Director Moises

*Yes: All      No: None*

Resolution 2022-07 was adopted.

**X. Public Comment**

Chairperson Ogden called for public comment. No members of the public came forth to offer public comment.

**XI. Other Business**

**a. Discussion regarding BIZ enabling legislation**

Members and staff present discussed a June 2020 amendment to the BIZ Act which removed weighted voting to petition, authorize, amend, or renew a BIZ. The consensus was that a restoration to weighted voting is needed. Staff was directed to provide the Board with an overview and to work toward a correction.

**XII. Adjournment**

Moved by: Director Barnes

Supported by: Vice Chairperson Homic Hoge

Yes: All      No: None

The meeting adjourned at 10:40 a.m. The next meeting will be held on Tuesday, June 6, 2022, at 9:00 a.m., at Central Michigan University Detroit Office.

**Certification of Minutes**

Proposed minutes respectfully submitted,



Michael McLauchlan  
Secretary

May 24, 2022  
Date

Approved by the Board of Directors at a regular meeting held on June 7, 2022.

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

\_\_\_\_\_  
Date