RIVERTOWN BUSINESS IMPROVEMENT ZONE
BOARD OF DIRECTORS

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RESOLUTION 2026-21
Adopt Scope of Services for Clean Services Project

The board of directors of the Rivertown Business Improvement Zone resolves that the following scope of services for the Clean Services Project, also known as the Ambassador Project, is adopted:

CLEAN SERVICES PROJECT SCOPE OF SERVICES

This scope of services details the tasks anticipated in the clean services project description in the Rivertown Business Improvement Zone Plan approved by Rivertown BIZ property owners and effective April 1, 2026, (collectively the "Tasks").

Under the Michigan law providing for the formation of business improvement zones (Chapter 2 of 1961 PA 120, as amended, the “BIZ Act”), the Rivertown Business Improvement Zone (the “Zone") is authorized to engage in activities for the benefit of owners of assessable property to enhance the business environment within the Zone's area. Each of these activities under the law is a "Project." Projects of the Zone supplement projects of and services provided by the City of Detroit.

The plan approved for the Zone (the "Zone Plan”) includes a description of Projects planned during the Zone's qualified period, including the scope, nature, and duration of the Projects and the sources of financing for the Projects. Under the BIZ Act, the Zone's board of directors is responsible for establishing administrative procedures relating to the implementation of the Zone Plan and management of the Zone and the Zone Plan.

Among the Projects authorized by the Zone Plan is the provision of "Clean Services” within public rights-of-way, parks and public spaces, and excluding alleyways and vehicular traffic lanes on streets. Clean services include, but are not limited to, litter collection, graffiti removal, pressure washing, snow removal, and garbage and debris removal. Consistent with these responsibilities, this document describes the day-to-day clean ambassador services Project. In addition to the ambassador clean services Tasks listed below, the Project will entail related expenses, such as equipment purchases or rent payments for storage and parking facilities.

Deployment criteria

Service schedules and frequencies may fluctuate daily, weekly, seasonally and as needed to accommodate special or unforeseen conditions. Under normal conditions, clean ambassador services will be deployed to all areas in the Zone with priority given to the most need and impact according to the following prioritized criteria:

a. Areas with high pedestrian and bicycle traffic, including bike lanes
b. Streets with multiple restaurants, stores and entertainment uses with main entrances off the sidewalk
c. Vehicular gateways
d. Parks
e. Residential areas

Tasks

1. Litter patrols

Litter patrols with automated and/or manual pan and broom sweeping will occur throughout the year based on season and need. Crews will keep public sidewalks free of litter from building lines to curb, including around curbs, fences, tree pits, parking lots and private lawns within two feet of adjacent sidewalks.

2. Trash and recycling receptacle tending

Trash and recycling receptacles owned by the Rivertown BIZ, the Downtown Detroit Partnership (the "DDP"), and the City of Detroit will be monitored and emptied when full. Trash and recycling receptacles in the public realm belonging to private property owners/managers intended for public use may be monitored and emptied at a frequency determined by the Zone's provider of administrative services. Any additional frequency or service requested by the owner of the receptacle or the owner's representative for the exclusive benefit of an individual property owner, property, or tenant is a Contract Service outside this Scope of Services.

3. Pressure washing

Sidewalks and alley entryways throughout the Rivertown Business Improvement Zone will be pressure-washed based on season and need, with an emphasis on high pedestrian traffic areas.

4. Graffiti and sticker removal

Graffiti and stickers on utility boxes, light poles and signs within the public realm will be removed. Best efforts shall be made to complete removal within 24 hours after being observed or reported. Crews will either remove or paint over the graffiti or stickers. Graffiti and stickers on U.S. Postal Service mailboxes will not be removed pursuant to Federal law. Per City of Detroit regulations (Section 9-1-111), property owners are responsible for removing any carving, graffiti, marking or

painting and restoring any exterior surface on a private building, premises, or structure to an approved state of repair.

5. Snow removal

On occasion, clean services crews may provide limited snow removal services on public rights of way frequented by pedestrians. Per City of Detroit regulations (Section 9-1-103), private property owners are responsible for removing snow on public sidewalks, driveways and entrances adjacent to their properties.

6. On-call services

A crew will be assigned for on-call deployment to special requests from property owners/managers for emergency spills or other mishaps that may happen during the day. Depending on the labor and materials involved and if the special request if for services that are the responsibility of the private property owner per City of Detroit regulations, compensation may be required for on-call services. In this case, a cost estimate will be provided to the property owner/manager before on-call services are performed and when services are Contract Services. When not on on-call assignment, crews will be assigned to regular cleaning activities.

Contract Services

This scope of services applies exclusively within the Zone. It does not include clean ambassador services for any special event, either permitted or unpermitted, by the City of Detroit. Clean Services for any special event, outside the Zone or conducted at the request and for the benefit of an individual property owner are Contract Services subject to a separate contract, including written agreement and payment terms, with DDP.

Appropriation

In any fiscal year of the Zone, the Zone and its provider of administrative services must not expend more than the amount appropriated by the Board of Directors of the Zone for the Clean Project to implement and administer Clean Project during that fiscal year.

Secretary's Certification:

I certify that this resolution was duly adopted by the board of directors of the Rivertown Business Improvement Zone at a properly-noticed open meeting held with a quorum present on October 14, 2026.

Josh Elling
Secretary