

Downtown Detroit Business Improvement Zone
Board of Directors

REGULAR MEETING

Thursday, February 12, 2015
8:30 a.m.

Guardian Building, 32nd floor
500 Griswold St.
Detroit, MI 48226

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 9:04 a.m. by Tricia Keith, chairperson of the board of directors.

II. Roll Call

Chairperson Tricia Keith asked Secretary Mark King to call the roll of the members present. The following is the attendance roll for the board of directors:

Tricia Keith, Chair	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
George Barnes, Vice Chair	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Charles Beckham, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Debra Dansby, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
David Di Rita, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Chris Ferchill, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Linda Forte, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Ken Harris, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Debra Hoge, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Richard Hosey, Treasurer	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Steven Marquardt, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Dwight Phillips, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Steven Zanella, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Mark King, Secretary	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

The secretary indicated that there were 11 members of the board of directors present, 3 members absent, and that a quorum was present.

Other attendees included:

1. Vadim Avshalumov, Downtown Detroit Partnership
2. Ryan Epstein, Downtown Detroit Partnership
3. Julie Galvan, Downtown Detroit Partnership
4. Robert Gregory, Downtown Detroit Partnership
5. Eric Larson, Downtown Detroit Partnership
6. Melanie Piana, Downtown Detroit Partnership
7. Harold Love, Downtown Detroit Partnership

8. Eric Wilson, Downtown Detroit Partnership
9. Heather Kazmierczak, Downtown Detroit Partnership
10. Steve Liedel, Dykema Gossett
12. Gary Brown, City of Detroit
13. Alan Weiss, REDICO
14. Tyrone Clifton, City of Detroit
15. Paul Trulik, Apparatus Solutions
16. Phillip Pierce, Pierce Monroe & Associates
17. Norm White, City of Detroit

III. Approval of Agenda

The chairperson asked for a motion to adopted the proposed agenda.

Moved by: Director Dansby

Supported by: Director Ferchill

Yes: 11 No: 0

The agenda was adopted.

IV. Approval of Minutes

Approval of minutes from the December 18, 2014 regular meeting of the board of directors.

Moved by: Director Barnes

Supported by: Director Dansby

Yes: 11 No: 0

V. Administrative Report

The chairperson asked if there were any objection to hearing a presentation from Gary Brown of the City of Detroit regarding parking in the city of Detroit and changes to meters and other city parking systems. There were no objections and Mr. Brown provided his presentation. The chairperson thanked Mr. Brown for the presentation.

The chairperson then recognized Eric Wilson of DDP who presented a report relating to the administrative matters of the Zone.

VI. Audits

There were no audits.

VII. Committee Reports

The chairperson, on behalf of the Executive Committee, presented a report of the meeting of the Executive Committee on January 22nd including discussions regarding the DDI/DDP process for selecting a Downtown Detroit Ambassador vendor.

Following discussion, including comments from Directors Barnes, King, Hoge, Harris, Forte, Dansby and Di Rita the chairperson asked for a motion to accept the report of the Executive Committee.

Moved by: Director Forte

Supported by: Director Hosey

Yes: 11 No: 0

The motion was approved and the Executive Committee report was accepted.

Next, the chairperson provided an update regarding the vacancy on the board of directors. The chairperson noted that three candidates had been suggested to date. The chairperson recognized Alan Weiss of REDICO who introduced himself to the board of directors and indicated his interest in appointment to the board of directors

VIII. Old Business

There was no old business.

IX. New Business

a. Resolution 2015-1- Adopt Authorization to Procure Audit Services

The chairperson recognized Steve Liedel of Dykema Gossett to provide an overview of the proposed resolution to authorize the issuance of a request for proposals for audit services for the BIZ.

Mr. Liedel provided an overview, and after a question from Director Barnes, the Chair asked for a motion to approve the resolution to authorize the procurement of audit services.

Moved by: Director Harris

Supported by: Director Forte

Yes: 10 No: 0.

The motion was approved and Resolution 2015-1 was adopted.

c. Resolution 2015-2- Request delinquent BIZ assessments be collected in same manner as delinquent property taxes

The chairperson recognized Steve Liedel of Dykema Gossett to provide an overview of the resolution.

Mr. Liedel provided such an overview, and subsequently the Chair asked for a motion to approve the resolution.

Moved by: Director Dansby

Supported by: Director Ferchill

Yes: 10 No: 0.

The motion was approved and Resolution 2015-2 adopted.

X. Public Comment

There were no comments from the public.

XI. Other Business

a. BIZ Area Street Landscaping and Parks and Common Area Services

A proposed scope of services for street landscaping and parks and common areas within the Business Improvement Zone was presented to the board of directors. Eric Wilson of the Downtown Detroit Partnership encouraged board members to review the draft.

XII. Adjournment

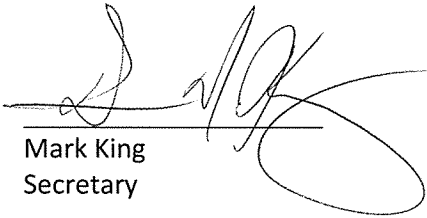
Moved by: Director Barnes

Supported by: Director Dansby

Yes: 11 No: 0.

Certification of Minutes

Proposed minutes respectfully submitted,



Mark King
Secretary

February 19, 2015

Date

Approved by the board of directors at a regular meeting held on April 1, 2015.



Mark King
Secretary

4/1/2015

Date