



**ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS REGULAR MEETING  
TUESDAY, MAY 9, 2023 – 9:00 A.M.**

**BOARD MEMBERS PRESENT:** Clifford Brown (9:09)  
Marsha Bruhn  
Kim Clayson (9:03)  
Damon Hodge  
Linda Forte  
Chris Jackson (9:17)  
Kwaku Osei  
Thomas Stallworth

**BOARD MEMBERS ABSENT:** Antoine Bryant (Ex-Officio)  
John Naglick (Ex-Officio)  
Jonathan Quarles

**SPECIAL DIRECTORS PRESENT:** None

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**OTHERS PRESENT:** Kenyetta Bridges (DEGC/EDC)  
Cora Capler (DEGC/EDC)  
Jasmine Germany (DEGC/EDC)  
Kevin Johnson (DEGC/EDC)  
Paul Kako (DEGC/EDC)  
Jennifer Kanalos (DEGC/EDC)  
Glen Long, Jr. (DEGC/EDC)  
Rebecca Navin (DEGC/EDC)  
Lexi Shaw (DEGC/EDC)  
Sierra Spencer (DEGC/EDC)  
Kendall Spivey  
JoMeca Thomas (DEGC/EDC)



**MINUTES OF THE ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS REGULAR MEETING  
DETROIT ECONOMIC GROWTH CORPORATION  
500 GRISWOLD, SUITE 2200, DETROIT, MI 48226  
TUESDAY, MAY 9, 2023 – 9:00 A.M.**

**GENERAL**

**Call to Order**

Noting that a quorum was present, Chair Forte called the Regular meeting of the Economic Development Corporation Board of Directors to order at 9:02 a.m.

**Approval of Minutes**

Ms. Forte asked if there were any additions, deletions, or corrections to the minutes of the April 25, 2023, regular board meeting. Hearing none, Ms. Forte called for a motion.

Mr. Stallworth made a motion to approve the minutes of the April 25, 2023, regular board meeting, as written. Mr. Hodge seconded the motion. All were in favor with none opposed. Mr. Brown and Mr. Jackson were not present for the vote. EDC Resolution Code 23-05-02-369 was unanimously approved.

**PROJECTS**

None.

**ADMINISTRATION**

**EDC Budget for FY 2023-2024**

Ms. Kanalos presented the EDC Budget for FY 2023-24.

Ms. Forte advised the board that the budget had been reviewed by the finance committee previously and had been recommended for the board's approval.

With there being no questions or discussion, Ms. Forte called for a motion:

Mr. Stallworth made a motion approving the EDC Budget for FY 2023-2024 as presented. Ms. Hodge seconded the motion. All were in favor with none opposed. Mr. Jackson was not present for the vote.



EDC Resolution Code 23-05-01-226 was approved.

### **Professional Services Agreement with DEGC for FY 2023-2024**

Ms. Kanalos stated that on July 1, 2022, the Economic Development Corporation (the “EDC”) entered into a professional services agreement (the “Agreement”) with the Detroit Economic Growth Corporation (the “DEGC”) by which the DEGC provides administrative services to the EDC.

The term of the Agreement expires on June 30, 2023. The EDC, recognizing the needed and valuable services provided by the DEGC, desires to extend the term of the Agreement for an additional 12-month term to expire June 30, 2024.

Attached for the EDC Board’s review and approval was a resolution approving the Agreement (Exhibit “A”) to the resolution.

Ms. Forte asked for any questions or comments.

Ms. Bruhn asked if the contract is the same contract approved by the board last year. Ms. Kanalos responded that the contract is substantially the same.

Ms. Forte called for any further questions or comments. Hearing none, Ms. Forte called for a motion.

Mr. Bruhn made a motion approving the DEGC/EDC Contract for FY 2023-24 as presented. Mr. Stallworth seconded the motion. All were in favor with none opposed. Mr. Jackson was not present for the vote.

EDC Resolution Code 23-05-01-37 was unanimously approved.

### **Election of Officers**

Ms. Kanalos advised that pursuant to provisions of the Economic Development Corporation (EDC’s) bylaws, election of Officers of the Board of Directors is required annually.

The current officers are as follows:

Linda Forte, Chairperson  
Jonathan Quarles, Vice Chairperson  
Marsha Bruhn, Secretary



Thomas Stallworth, Treasurer

Staff proposes that the Chairperson open the floor to nominations.

Ms. Forte opened the floor to nominations for the Election of Officers.

Mr. Hodge made a motion to nominate the current slate to serve another term. Mr. Osei supported the motion. All were in favor with none opposed. Mr. Jackson was not present for the vote.

Ms. Forte called for a motion to elect the current slate of officers to serve another term.

Mr. Osei made a motion to elect the current slate of officers. Mr. Hodge seconded the motion. All were in favor with none opposed. Mr. Jackson was not present for the vote.

EDC Resolution Code 23-05-01-228 was unanimously approved.

### **Schedule of Regular EDC Board Meetings for FY 2023-2024**

Ms. Kanalos advised that included in the Board material for review and approval is a resolution adopting a schedule indicating dates of the EDC Board's regular meetings for the fiscal year 2023-2024. The meeting will be held as follows:

<b><u>2023</u></b>	<b><u>2024</u></b>
July 11, 2023	January 9, 2024
July 25, 2023	January 23, 2024
August 8, 2023	February 13, 2024
August 22, 2023	February 27, 2024
September 12, 2023	March 12, 2024
September 26, 2023	March 26, 2024
October 10, 2023	April 9, 2024
October 24, 2023	April 23, 2024
November 14, 2023	May 14, 2024
November 28, 2023	May 28, 2024
December 12, 2023	June 11, 2024
December 19, 2023*	June 25, 2024



With there being no objection to the proposed meeting dates, Ms. Forte called for a motion:

Ms. Clayson made a motion approving the EDC Schedule of Regular Board Meetings for FY 2023-24 as presented. Mr. Hodge seconded the motion. All were in favor with none opposed. Mr. Jackson was not present for the vote.

EDC Resolution Code 23-05-01-229 was unanimously approved.

### **Public Rules of Conduct**

Ms. Navin advised that pursuant to Sections 3(1) and 3(5) of Michigan's Open Meetings Act, a public body may establish reasonable rules to minimize the possibility of disruption to the meeting and to govern the public's right to provide comment during the meeting.

Ms. Navin proposed Rules for Public Meetings and Public Comment which are included as Attachment A in the resolution. The rules would govern public participation and comment for all EDC Board and Committee meetings.

Ms. Forte asked for questions or comments.

Mr. Brown commented that there is a particular type of camera that he has used that would help to increase the watchability of the meetings for the public. Ms. Navin responded that staff is taking suggestions but will continue to roll out the rules of conduct as presented, if approved by the board. Ms. Navin added that while we will continue hybrid board meetings, this is not required and done as a courtesy to the public in response to the COVID-19 pandemic.

Ms. Bruhn asked if the public was only allowed in ten (10) minutes before they were to speak or listen to a specific part of the meeting. Ms. Navin clarified that the public can come and go as they please but can only come in ten (10) minutes before the meeting is called to order.

Ms. Bruhn commented that it sounded as if the public was not allowed in, based on what she read, regarding the public restricted access to spaces in the DEGC offices. Ms. Navin clarified that the public would still have access to the board meeting but would need to stay in the area designated for the public.

Ms. Bruhn asked if there are rules for conduct prior to the rules being presented and further why rules of conduct were brought to the board today. Ms. Navin explained that there had never been any public meeting conduct rules in place before the present time.



Ms. Navin explained that the reason for the rules being brought to the board were in response to an incident that had occurred at the DEGC office with a member of the public.

Ms. Forte asked how the public will be informed of the rules. Ms. Navin responded that the rules will be posted online along with sign markers around the meeting room. Ms. Forte commented that she has been to public meetings in which the public is informed of their expected conduct before the meeting begins. Ms. Navin stated that she could put together a statement of the rules that the chair can read before the start of the meeting if so desired.

Ms. Clayson made a motion approving the EDC Rules for Public Meeting and Public Comment, as presented. Mr. Hodge seconded the motion.

EDC Resolution Code 23-05-01-230 was unanimously approved.

### **OTHER MATTERS**

None.

### **PUBLIC COMMENT**

None.

### **ADJOURNMENT**

With there being no other business to come before the board, Ms. Forte adjourned the meeting at 9:20 a.m.



**CODE EDC 23-05-02-369**

**APPROVAL OF MINUTES OF APRIL 25, 2023, REGULAR MEETING**

**RESOLVED**, that the minutes of the regular meeting of April 25, 2023, are hereby approved, and all actions taken by the Directors present at such meeting, as set forth in such minutes, are hereby in all respects ratified and approved as actions of the Economic Development Corporation.

May 9, 2023



**CODE EDC 23-05-01-226**

**ADMINISTRATION: EDC BUDGET FOR FY 2023-2024**

**WHEREAS**, on the date hereof, the Board of Directors of the Economic Development Corporation of the City of Detroit (the “EDC”) approved a resolution whereby the EDC would accept funding from the City of Detroit in the amount of \$275,000.00 for operations of the EDC for fiscal year 2023-2024; and

**WHEREAS**, the EDC wishes to adopt a budget for its fiscal year beginning July 1, 2023 and ending June 30, 2024.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Economic Development Corporation of the City of Detroit, as follows:

1. The Budget of the EDC, attached as Exhibit A hereto, for the fiscal year beginning July 1, 2023 and ending June 30, 2024 is hereby approved.

**BE IT FURTHER RESOLVED** that the EDC Board hereby authorizes any two of its Officers or any two of its Authorized Agents or one Officer and any one Authorized Agent to take any other actions and execute any other documents necessary or appropriate to implement the provisions and intent of this resolution.

**BE IT FINALLY RESOLVED** that all of the acts and transactions of any Officer or Authorized Agent of the EDC, in the name and on behalf of the EDC, relating to matters contemplated by the foregoing resolutions, which acts would have been approved by the foregoing resolutions except that such acts were taken prior to execution of these resolutions, are hereby in all respects confirmed, approved and ratified.

May 9, 2023





**CODE EDC 23-05-01-227**

**ADMINISTRATION: AUTHORIZATION OF CITY OF DETROIT/EDC AND DEGC/EDC CONTRACTS**

**WHEREAS**, the City of Detroit (the “City”) and the Economic Development Corporation (the “EDC”) have previously entered into a services agreement (the “City Agreement”) pursuant to which the EDC renders economic development services to the City and which City Agreement funds a portion of EDC’s operating expenses; and

**WHEREAS**, the City Council is anticipated to authorize City Agreement in the amount of \$275,000.00 for the period beginning July 1, 2023 and ending June 30, 2024; and

**WHEREAS**, a contract for Professional Services was heretofore entered into between the EDC and Detroit Economic Growth Corporation (the “DEGC”) as of July 1, 2022 (the “DEGC Agreement”); and

**WHEREAS**, the DEGC Agreement will expire pursuant to the terms thereof on June 30, 2023, but may be extended in accordance with Section 12 of such DEGC Agreement; and

**WHEREAS**, the EDC and the DEGC desire to extend the term of the DEGC Agreement for the period commencing July 1, 2023 and ending June 30, 2024; and

**WHEREAS**, pursuant to Section 5 of the DEGC Agreement, the EDC would pay to the DEGC a base compensation equal to Eight Hundred Thousand and 00/100 (\$800,000.00) Dollars, plus such additional amounts authorized by the DEGC Agreement, for services or activities for or on behalf of the EDC to be rendered by DEGC during such extension period pursuant to the DEGC Agreement.

**NOW, THEREFORE, BE IT RESOLVED** that the EDC Board of Directors hereby authorizes any two of the following – its Officers or the Authorized Agents - to have full power and authority to execute the City Agreement in such form as required by the City and approved by EDC’s counsel, for the period beginning July 1, 2023 and ending June 30, 2024.

**BE IT FURTHER RESOLVED** that the EDC Board of Directors hereby authorizes any two of its Officers or two designated Authorized Agents to have full power and authority to execute a new DEGC Agreement, in substantially the form attached hereto as Exhibit A, together with such changes recommended or required by counsel for either



party, for the period beginning July 1, 2022 and ending June 30, 2023, for a base compensation of \$800,000.00 funded primarily from the City Agreement allocation of \$255,000.00, \$350,000.00 from EDC's Trizec Annuity, and \$195,000.00 from EDC's Loan repayment account, plus such additional amounts authorized by the DEGC Agreement.

**BE IT FURTHER RESOLVED** that the EDC Board hereby authorizes any two of its Officers or any two of its Authorized Agents or one Officer and any one Authorized Agent to take any other actions and execute any other documents necessary or appropriate to implement the provisions and intent of this resolution.

**BE IT FINALLY RESOLVED** that all of the acts and transactions of any Officer or Authorized Agent of the EDC, in the name and on behalf of the EDC, relating to matters contemplated by the foregoing resolutions, which acts would have been approved by the foregoing resolutions except that such acts were taken prior to execution of these resolutions, are hereby in all respects confirmed, approved and ratified.

May 9, 2023



**CODE EDC 23-05-01-228**

**ADMINISTRATION: ELECTION OF OFFICERS**

**RESOLVED** that the following are hereby elected as Officers of the Board of Directors of the Economic Development Corporation of the City of Detroit:

Linda Forte, Chairperson  
Jonathan Quarles, Vice Chairperson  
Marsha Bruhn, Secretary  
Thomas Stallworth, Treasurer

May 9, 2023



**CODE EDC 23-05-01-229**

**ADMINISTRATION: SCHEDULE OF REGULAR EDC BOARD MEETINGS FOR FY 2023-2024**

**RESOLVED** that the Board of Directors of the Economic Development Corporation of the City of Detroit (the “EDC”) hereby adopts the following as its schedule of regular meetings for its fiscal year beginning July 1, 2023 and ending June 30, 2024. Unless otherwise posted, such meetings will be held on the **second and fourth Tuesday of each month at 9:00 a.m.** (with the exception of December as noted below) in the offices of the Detroit Economic Growth Corporation, 500 Griswold Street, Suite 2200, Conference Room A, as follows:

**2023**

**2024**

July 11, 2023	January 9, 2024
July 25, 2023	January 23, 2024
August 8, 2023	February 13, 2024
August 22, 2023	February 27, 2024
September 12, 2023	March 12, 2024
September 26, 2023	March 26, 2024
October 10, 2023	April 9, 2024
October 24, 2023	April 23, 2024
November 14, 2023	May 14, 2024
November 28, 2023	May 28, 2024
December 12, 2023	June 11, 2024
December 19, 2023*	June 25, 2024

\* Due to a holiday, this meeting date varies from the regular schedule.

May 9, 2023



**CODE EDC 23-05-01-230**

**ADMINISTRATIVE: EDC RULES FOR PUBLIC MEETINGS AND PUBLIC COMMENT**

WHEREAS, pursuant to Sections 3(1) and 3(5) of Michigan’s Open Meetings Act, a public body may establish reasonable rules to minimize the possibility of disruption to the meeting and to govern the public’s right to provide comment during the meeting; and

WHEREAS, the Board of Directors of the Economic Development Corporation (the “EDC”) has determined that establishing rules for public participation and public comment for the EDC Board and Committee meetings will ensure that meetings can be conducted in an orderly fashion; and

WHEREAS, EDC Staff and counsel have drafted “EDC Rules for Public Meetings and Public Comment” (the “Rules”) which is Attachment A to this resolution; and

WHEREAS, the Board has fully considered the matter and determined that the proposed Rules are prudent and in the best interests of the EDC.

NOW, THEREFORE, BE IT RESOLVED, that the EDC hereby adopts the “EDC Rules for Public Meetings and Public Comment.”

BE IT FINALLY RESOLVED, that the Rules shall apply to all EDC Board and Committee meetings.



## **ATTACHMENT A**

### **City of Detroit Economic Development Corporation** **Rules for Public Meetings and Public Comment**

#### **I. Attendance at Public Meetings**

In accordance with the State of Michigan Open Meetings Act, members of the public are invited to attend all meetings of the Board of Directors and Board Committees. Members of the public may attend the meeting in person. At the Board's discretion, it may allow for remote public participation at Board and/or Committee meetings via electronic means through a service that allows remote participation through two-way communication as indicated in the public notice for the meeting.

#### **II. Conduct During Public Meetings**

Members of the public attending Public Meetings must maintain order and follow the rules below:

- A. Members of the public must enter and exit the meeting room through designated entrances and will be granted access to the meeting room no more than 10 minutes in advance of the scheduled meeting time.
- B. During the meeting, members of the public are allowed access only to the areas of the meeting room designated for the public and bathroom facilities. Members of the public may not enter the area reserved for Board and/or Committee Members and staff. The meeting room and 22<sup>nd</sup> floor of the Guardian Building are not public spaces. At the conclusion of the meeting, members of the public must return to the lobby of the Guardian Building.
- C. The Meeting Chair may permit meeting presenters and guests to be seated in areas other than those designated for the public.
- D. There is no talking in the meeting room when the meeting is in session, except for the speaker recognized by the Meeting Chair. Please leave the meeting room if you must converse or if you must answer a phone call.
- E. If you are unable to hear the proceedings, please raise your hand or, without disturbing other attendees, inform a staff member present at the meeting.
- F. Members of the public must refrain from profane language, obscene conduct, disruptive comments or gestures, applause, personal attacks, or behavior that is disorderly or likely to provoke disorderly conduct.

#### **III. Public Comment**

- A. **Public Comment Period.** The Meeting Chair will call for public comment during the meeting and request that those members of the public that desire to make public comment so indicate by raising their hand or other means announced by the



- Meeting Chair. After a reasonable time, the Meeting Chair may close the period during which the public is required to indicate their desire to make public comment and once the Meeting Chair has announced that public comment has closed, those members of the public who have so indicated will have an opportunity to make public comment.
- B. **Location.** Public comment may only be delivered from the podium or other area designated by the Meeting Chair. Members of the public requiring a special accommodation due to an ADA disability must inform staff with reasonable advance notice so that an accommodation can be made.
  - C. **Time Limits.** Unless otherwise announced by the meeting chair, each member of the public is entitled to comment for up to two minutes.
  - D. **Non-Delegation.** A member of the public may not delegate or yield their time to another member of the public.
  - E. **Comment.** Public comment is a time for comment, not debate. Questions or comments arising during public comment will only be addressed when requested by the Meeting Chair.
  - F. **Remote Public Comment.** To the extent the meeting has been convened in a manner that allows remote participation by the public, remote public comment will be permitted, subject to the same rules as in-person public comment. If a technical difficulty interferes with a remote participant's ability to provide public comment, written public comment may be submitted to staff for the meeting record.
  - G. **Discretion.** The Meeting Chair has authority and discretion to: (1) curtail or limit public comment if the commenter fails to comply with any rules; (2) make reasonable variances from any time limit; and (3) request that members of the public making comment first state their name and city of residence for the record.
- IV. **Non-Compliance with Rules.** Any breach of the peace, including a failure to abide by these rules or failure to respect public health and safety directions from the Meeting Chair, may result in disorderly persons being asked to leave the meeting. If a member of the public refuses to leave after being asked, the Meeting Chair may take appropriate action, including but not limited to asking security to remove the disorderly person and/or recessing the meeting until the disorderly person has left and the Meeting Chair has determined the meeting may be resumed. Reasonable notice will be given of the meeting's resumption.



May 9, 2023