

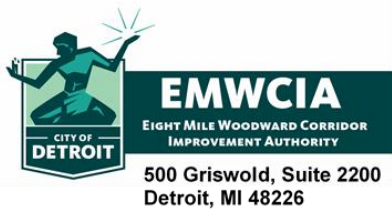


**EIGHT MILE/WOODWARD
CORRIDOR IMPROVEMENT AUTHORITY
REGULAR BOARD OF DIRECTORS MEETING
TUESDAY, OCTOBER 13, 2020 – 2:00 P.M.**

BOARD MEMBERS PRESENT: Ronald Blevins
Elliott Hall
Savior Service
Stephanie Washington (Mayor's Representative)

BOARD MEMBERS ABSENT: John Naglick
Ricardo Solomon
Three Vacancies

OTHERS PRESENT: Gay Hilger (DEGC/EMWCIA)
Malinda Jensen (DEGC/EMWCIA)
Paul Kako (DEGC/EMWCIA)
Jennifer Kanalos (DEGC/EMWCIA)
Glen Long (DEGC/EMWCIA)
Rebecca Navin (DEGC/EMWCIA)
Kelly Shovan (DEGC/EMWCIA)



**MINUTES OF THE EIGHT MILE/WOODWARD
CORRIDOR IMPROVEMENT AUTHORITY
BOARD OF DIRECTORS REGULAR MEETING
TUESDAY, OCTOBER 13, 2020
ZOOM VIRTUAL MEETING – 2:00 P.M.**

GENERAL

Call to Order

Secretary and Acting Chair Hall called the Regular meeting of the Eight Mile/Woodward Corridor Improvement Authority Board of Directors to order at 2:17 p.m. A roll call was conducted, and a quorum was established.

Approval of Minutes

Mr. Hall asked if there were any additions, deletions or corrections to the minutes of the June 9, 2020 Regular Board meeting. Hearing none, Mr. Hall called for a motion.

Mr. Blevins made a motion approving the minutes of the June 9, 2020 Special Board meeting, as presented. Ms. Service seconded the motion. A roll call vote was conducted with the following result:

Ayes: Mr. Blevins, Ms. Service, Ms. Washington and Mr. Hall.

Nays: None.

EMWCIA Resolution Code 20-10-02-24 was approved.

Receipt of Treasurer's Report

The Treasurer's Reports of Receipts and Disbursements for the months of April through June 2020 and July through September 2020 were included in the agenda book for the Board members' review.

Mr. Hall asked if there were any questions. Hearing none, he called for a motion.

Mr. Blevins made a motion approving the Treasurer's Reports, as presented in the agenda book. Ms. Service seconded the motion. A roll call vote was conducted with the following result:

Ayes: Mr. Blevins, Ms. Service, Ms. Washington and Mr. Hall.

Nays: None.

EMWCIA Resolution Codes 20-10-03-23 and 20-10-03-24 were approved.

ADMINISTRATION

EMWCIA Audited Financial Statements and Management Report as of June 30, 2020

Ms. Kanalos reported that copies of the above-referenced materials were distributed to each Board member under separate cover on September 14, 2020.



The attached resolution indicates the Board's formal receipt of the EMWCIA Audited Financial Statements and Management Report as of June 30, 2020, with comparative totals as of June 30, 2019, as prepared by George Johnson and Company, Certified Public Accountants.

Mr. Hall asked if there were questions. Hearing none, he called for a motion.

Ms. Service made a motion approving the FY 2019-2020 Audited Financial Statements, as presented. Mr. Blevins seconded the motion. A roll call vote was conducted with the following result:

Ayes: Mr. Blevins, Ms. Service, Ms. Washington and Mr. Hall.

Nays: None.

EMWCIA Resolution Code 20-10-01-74 was approved.

FY 2020-21 Comprehensive General Liability Insurance for the Eight Mile/Woodward Corridor Improvement Authority

Ms. Kanalos stated that per resolution code 13-10-01-32, approved by the Eight Mile/Woodward Corridor Improvement Authority (the "EMWCIA") Board of Directors on October 8, 2013, authorization for renewal of EMWCIA's insurance policies is as follows:

"Authorization for automatic annual renewal of EMWCIA's insurance policies, including Comprehensive General Liability, and Directors and Officers Liability, to be provided by Long Insurance Services, LLC. The annual renewals will be presented to the EMWCIA Board for prior approval only in the event when either the limits of coverage have been reduced or **the policy premiums are increased by more than 15 percent.**"

EMWCIA staff has been informed by Long Insurance Services, LLC, that the former carrier, Scottsdale Insurance Company, is no longer issuing policies for public authorities. The proposed new carrier, AIX Specialty Insurance Co. ("AIX") quotes an increase in the premium from \$2,153.98 to \$6,037.50, for the Comprehensive General Liability Policy for 2020-2021 which represents an increase by more than 15 percent. The increase is due to AIX providing the minimum premium with respect to Comprehensive General Liability Policy for the EMWCIA.

A resolution authorizing the renewal of the Comprehensive General Liability Policy in the amount of \$6,037.50 was included for the Board's review and approval.

Mr. Hall called for questions. Ms. Service stated that she has a discomfort in approving this and asked what is covered by this policy. Ms. Kanalos responded that this is general liability insurance. Ms. Hall stated that all of the businesses at Gateway have their own liability insurance and doesn't see why this policy is needed. He suggested that this item be tabled, and Ms. Kanalos bring back to the Board details on coverage, why it is needed and the best possible premium.

Resolution Code EMWCIA 20-10-01-75 was tabled.



Delegation of Authority

Ms. Kanalos advised that the Board of Directors of the Eight Mile/Woodward Corridor Improvement Authority (the "CIA") has determined that the process for authorizing expenditures for the CIA is in further need of streamlining.

On October 8, 2013, the CIA delegated authority to the Officers and Authorized Agents of the CIA to approve expenditures about to an authorized limit. The approved resolution stated that any two Officers or any one Officer and any one Authorized Agent shall have the power to review and approve expenditures in an amount up to and including the sum of \$25,000.00, plus an amount not to exceed 25 percent of the original contract amount for change orders, if necessary. The Officers and Authorized Agents were authorized to negotiate and execute any and all documents and other writings necessary to implement authorized expenditures, the execution of which would be in a manner consistent with the previous resolutions adopted by the CIA Board.

CIA staff would also report in writing to the Board on a monthly basis regarding all expenditures authorized during that month.

Since the CIA Board meets approximately two (2) times annually, CIA staff proposes that the CIA approve a resolution for Delegation of Authority which would allow for any two Officers or any two Authorized Agents to have the power to review and approve expenditures in an amount up to and including the sum of \$25,000.00, plus an amount not to exceed 25 percent of the original contract amount for change orders, if necessary. Upon approval of the resolution, Officers and Authorized Agents would be authorized to negotiate and execute any and all documents and other writings necessary to implement authorized expenditures, the execution of which would be in a manner consistent with the previous resolutions adopted by the CIA Board.

CIA staff would also report in writing to the Board on a quarterly basis regarding all expenditures authorized during that period.

A resolution was included in the Board material for review and approval allowing the updated Delegation of Authority policy.

Mr. Hall asked if there were questions. Hearing none, he called for a motion.

Ms. Washington made a motion approving Delegation of Authority, as presented. Ms. Service seconded the motion. A roll call vote was conducted with the following result:
Ayes: Mr. Blevins, Ms. Service, Ms. Washington and Mr. Hall.
Nays: None.
EMWCIA Resolution Code 20-10-01-76 was approved.

PROJECTS

Gateway Plaza Update

Mr. Hall updated the Board on Gateway Plaza stating that Auto Zone has its footings in and is expected to open late November or December. Chase has purchased the Hoover Vacuum



building and most stores are open, including Planet Fitness that recently opened, and Meijer's sales have been off the wall due to Covid.

OTHER MATTERS

None.

PUBLIC COMMENT

None.

ADJOURNMENT

Mr. Blevins made a motion to adjourn the meeting. Ms. Washington seconded the motion and Mr. Hall adjourned the meeting at 2:29 p.m.



CODE EMWCIA 20-10-02-24

APPROVAL OF MINUTES OF JUNE 9, 2020

RESOLVED, that the minutes of the Regular meeting of June 9, 2020 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 Eight Mile/Woodward Corridor Improvement Authority.

October 13, 2020



CODE EMWCIA 20-10-03-23

RECEIPT OF TREASURER'S REPORT

RESOLVED that the Treasurer's Report of Receipts and Disbursements for April through June 2020 as presented at this meeting, is hereby in all respects accepted as action of the Eight Mile/Woodward Corridor Improvement Authority.

October 13, 2020



CODE EMWCIA 20-10-03-24

RECEIPT OF TREASURER'S REPORT

RESOLVED that the Treasurer's Report of Receipts and Disbursements for July through September 2020 as presented at this meeting, is hereby in all respects accepted as action of the Eight Mile/Woodward Corridor Improvement Authority.

October 13, 2020



CODE EMWCIA 20-10-01-74

ADMINISTRATION: RECEIPT OF FY 2019-2020 AUDITED FINANCIAL STATEMENTS

RESOLVED, that the Board of Directors of the Eight Mile/Woodward Corridor Improvement Authority (the "EMWCIA") hereby receives the EMWCIA Audited Financial Statements and Management Report as of June 30, 2020, with comparative totals as of June 30, 2019, as prepared by George Johnson and Company, Certified Public Accountants.

October 13, 2020



CODE EMWCIA 20-10-01-75
(TABLED)

ADMINISTRATION: AUTHORIZATION OF RENEWAL OF COMPREHENSIVE GENERAL LIABILITY INSURANCE POLICY WITH AIX SPECIALTY INSURANCE COMPANY

RESOLVED, THAT THE Board of Directors of the Eight Mile Woodward Corridor Improvement Authority (the "EMWCIA") hereby authorizes the renewal of the Comprehensive General Liability Policy with AIX Specialty Insurance Company for the policy premium of \$6,037.50 for 2020-2021.

October 13, 2020 (Tabled)



CODE EMWCIA 20-10-01-76

ADMINISTRATION: DELEGATION OF AUTHORITY

WHEREAS, the Board of Directors of the Eight Mile/Woodward Corridor Improvement Authority (the “CIA”) has determined that the process for authorizing expenditures for the CIA is in further need of streamlining; and

WHEREAS, the Board has determined that one method of streamlining the authorization process would be to delegate authority to the Officers and Authorized Agents of the CIA to approve expenditures about to an authorized limit; and

WHEREAS, the Board has fully considered the matter.

NOW, THEREFORE, BE IT RESOLVED, that any two Officers or any two Authorized Agents, or any one Officer and one Authorized Agent (collectively the “Designated Parties”) shall have the power to (i) review and approve contracts in an amount up to and including the sum of Twenty-Five Thousand and 00/100 (\$25,000.00) Dollars and (ii) any change order up to 25% of the original contract amount not to exceed \$25,000.00.

BE IT FURTHER RESOLVED, that upon said approval, the Designated Parties of the CIA are authorized to negotiate and execute any and all documents and other writings necessary to implement the authorized expenditure.

BE IT FURTHER RESOLVED, that the CIA staff shall report to the Board quarterly on all expenditures authorized pursuant to this resolution, said report to be presented in written form.

BE IT FINALLY RESOLVED, that all of the acts and transactions of the Designated Parties, in the name and on behalf of the CIA, 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.

October 13, 2020