

City of Birmingham  
Birmingham Shopping District Proceeding  
**Thursday, March 1, 2018 8 a.m.**  
The Community House  
Birmingham, MI 48009

Minutes of the meeting of the Birmingham Shopping District Board held Thursday, March 1, 2018, at 8:02 a.m. in The Community House.

**1. CALL TO ORDER AND ROLL CALL OF BOARD**

**PRESENT:** A.-Woods, Daskas, Eid, Fehan, Hockman, Pohlod, Quintal, Roberts, Surnow, Valentine

**ABSENT:** Astrein, Solomon

**ALSO PRESENT:** Joe Bauman

**ADMINISTRATION:** Tighe, Brook

**2. RECOGNITION OF VISITORS**

Ara Darakjian and Austin Darakjian

**3. APPROVAL OF MINUTES**

**MOTION:** Motion by Fehan, seconded by Quintal to approve the minutes dated February 1, 2018.

**VOTE:** Yeas, 10 Nays, 0 Absent, 2

**4. BOARD MEMBER COMMENTS**

Daskas congratulated Hockman on his recent award from The Community House and recognized his involvement and leadership with several boards and community organizations.

Hockman recognized Eid and Phoenicia for being awarded the Detroit Free Press 2018 Restaurant of the Year – Classic.

**5. REPORTS**

**a. FINANCE REPORT – TIGHE**

The Balance Sheet shows that the fund balance is rising as assessments are being paid. The Revenue & Expense report shows that although we are 60% of the way through the budget year, we are only at 54% of our annual budgeted spending which is a healthy balance.

The Cash Flow report through 7 months reflects a change in consultants mid-year which impacted the timing of payments as well as payments being made.

**b. EXECUTIVE DIRECTOR REPORT - TIGHE**

There was no Executive Director report.

**c. COMMITTEE REPORTS:**

**SPECIAL EVENTS - TIGHE**

A February committee meeting was not held due to snow. However, Birmingham Restaurant Week was a success with 22 restaurants participating and the committee did select the three movies that will be shown at the 2018 Movie Nights – *Sing*, *Back to the Future*, and *The Incredibles*.

Farmers Market 16<sup>th</sup> season will open on May 6<sup>th</sup> and the committee is also working on events to be held during the construction period.

**MARKETING & ADVERTISING - DASKAS**

Daskas said that the website redesign is moving forward. Coding should be complete in the next few weeks.

Work has begun on the next Birmingham Magazine. The photo shoot will take place next week at Bolyard Lumber. The magazine will be distributed in April.

**MAINTENANCE/CAPITAL IMPROVEMENTS - QUINTAL**

The committee has explored different ideas for holiday tree lighting and has decided to continue to use the traditional lighting scheme.

Due to requests that have been made for the lights on the trees in Shain Park to stay lit until Daylight Savings, DPS has adjusted their schedule to remove the lights outside of the park first and save Shain Park lights for last.

A-Woods suggested having a large illuminated heart in Shain Park around Valentine's Day and red, white and blue lighting on trees in the park for the 4<sup>th</sup> of July.

The RFP for valet services during construction has been posted. Responses are due back next week.

**BUSINESS DEVELOPMENT - DASKAS**

No committee meeting was held in February, however work continues to be done with Buxton.

There was a Merchant Meeting held February 8<sup>th</sup> that had an update from Paul O'Meara on construction, a presentation from Near Perfect Media on social media strategy and a special offer from Downtown Publications for reduced priced advertising during construction.

**EXECUTIVE BOARD REPORT**

There was no Executive Board Report

**d. PARKING REPORT**

There was no parking report.

**e. CHAMBER REPORT**

Bauman reported that the final breakfast in their forecast series will be held tomorrow, at The Townsend. His team is working on the Village Fair and its pre-party. The fair is the largest fundraiser that the Chamber does each year. They are always open to feedback from businesses.

Bauman also shared that the Chamber will be hiring two new employees as their membership manager and their marketing and events director have recently resigned.

f. **COMMUNITY HOUSE REPORT**

There was no report from The Community House.

**6. APPROVAL OF VOUCHERS**

**MOTION:** Motion by Fehan, seconded by Quintal to approve the vouchers, as submitted, dated March 1, 2018.

**VOTE:** Yeas, 10 Nays, 0 Absent, 2

**7. OLD BUSINESS**

There was none.

**8. NEW BUSINESS**

a. BSD Committee Membership Approval

**MOTION:** Motion by Fehan, seconded by Valentine to adopt the appointment of committee members as submitted.

Daskas pointed out that Bob Gibbs, who has applied to be a part of the Business Development Committee, is currently working on a large project in Troy. She feels that this would be a conflict of interest.

Hockman explained that, as a member of the BSD, he is eligible to serve on the committee, but acknowledged that it is important to have a conversation with him to make sure that there is not a conflict of interest.

Fehan reminded the group that there is an ethics group that can look into this. Valentine agreed and added that there are some examples from the ethics board that can be used as guidelines in this situation.

**VOTE:** Yeas, 10 Nays, 0 Absent, 2

**9. INFORMATION**

- a. Retail Activity
- b. Announcements
- c. Letters, Board Attendance & Monthly Meeting Schedule

**10. PUBLIC COMMENTS**

**11. ADJOURNMENT – 8:33 A.M.**

Respectfully submitted,  
Jaimi Brook (back-up notes on file)