



Birmingham Shopping District Agenda
Thursday, October 9, 2025, 8:00 a.m.

The Community House
380 S Bates Street, Birmingham, MI 48009

For your convenience, you may join via the following Zoom link:
<https://bhamgov-org.zoom.us/j/82955112653>
as long as technology is available at the meeting location.

Call to order and Roll Call of Board

1. Recognition of Visitors
2. Receive and File Finance Reports (pg. 3-7)
3. Consent Agenda
 - a. Approval of BSD Board Minutes – September 4, 2025 (pg. 8-12)
 - b. Approval of Vouchers – September 2025 (pg. 13-15)
 - c. Absence Waiver – McKenzie
4. New Business
 - a. Sunbelt Contract (pg. 16-25)
5. Presentations
 - a. Business Anniversary Recognition
6. Old Business
7. Reports
 - a. Committee Reports: (pg. 26-45)
 - i. Special Events – Kay
 - ii. Marketing and Advertising – Lundberg
 - iii. Maintenance and Capital Improvements – Lipari
 - iv. Business Development – Surnow
 - v. Executive Board – Pohlod
 - b. Wayfinding Committee – Fehan
 - c. Advisory Parking Committee – Taddei
 - d. Executive Director Report – Bassett (pg. 1-2)
8. Information: Other Announcements, Attendance, & Monthly Meeting Schedule (pg. 46-47) Board
Member Comments
9. Public Comments
10. Adjournment

Birmingham Shopping District Mission Statement

The BSD plans, promotes and supports a vibrant Downtown Birmingham experience for the community and visitors by engaging and leading a convergence of thriving businesses, property owners and residents.

Notice: Persons with disabilities that may require assistance for effective participation in this public meeting should contact the City Clerk's Office at the number (248) 530-1880, or (248) 644-3405 (for the hearing impaired) at least one day before the meeting to request help in mobility, visual, hearing, or other assistance.



Birmingham Shopping District
151 Martin Street
Birmingham, MI 48009
248-530-1200
downtownbirmingham.com

BOARD AGENDA OVERVIEW

October 9, 2025

TO: BSD Board of Directors
FROM: BSD Executive Director, Erika Bassett

Finance Reports

File and receive the financial reports for the period ending August 31, 2025.

Consent Agenda Items

Motion: To approve the consent agenda for October 9, 2025, as presented.

a. Minutes

Minutes from the September 4, 2025, BSD Board of Directors meeting are attached for your review and approval.

b. Approval of Payable Vouchers

Attached are the payable vouchers for your review and approval for September 2025.

New Business

a. Sunbelt Contract

Presentations

b. Business Anniversary Recognition

Old Business

Executive Director Report

Special Events:

We finalized the 2025 outdoor Movie Nights series last month, with the final Movie Night of the season occurring on September 5, 2025. Sponsorship totals were just over \$19,000 for the year, exceeding our 2025 sponsorship goal and the 2024 series.

The Farmers Market Harvest Festival occurred on Sunday, September 14, with a petting farm, kids' activities, fresh roasted corn, prepared foods, and a celebration of the bountiful harvest with a wide variety of Michigan-grown produce and plants from our many vendors. The market continues through October 26, 2025.



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The Art Walk event on September 18, 2025 was a success with 25 participating businesses and 30 artists, three sponsor restaurants offering a specialty cocktail, art and live music, and more. So far, we received positive feedback from businesses, artists and attendees. We formally thank Annie Van Gelderen, Birmingham Bloomfield Art Center (BBAC) Executive Director, City of Birmingham Public Arts Board and all of the talented local artists for their contributions to the success of this event.

Upcoming Events:

- October 1-31, 2025: BirminghamBURGER Competition
- October 26, 2025: Farmers Market End of Season Celebration

Tourism Advisory Group:

The Tourism Advisory Group met on September 24, 2025 to discuss the Visitor Profile, Downtown Guide and Website Tour Capabilities. Bassett also provided the group with an update on the Oakland County Tourism Strategic Plan. More information can be found at visitoaklandcounty.com/strategic-plan.

Pedestrian Crossings Downtown:

The Police Department is working with the city's traffic consultant to implement additional signage at midblock pedestrian crossings throughout the downtown.

Office Renovations:

As part of our capital improvement projects for the 2026 fiscal year, we are renovating the BSD office space in City Hall. The project is scheduled to begin October 9, 2025 and includes the removal of the original wallpaper, new paint, new carpet, and other miscellaneous items. The project budget is \$10,000. The project is expected to be complete on October 15, 2025.

Fund 235.0 PRINCIPAL SHOPPING DISTRICT

GL Number	Description	Balance
*** Assets ***		
235.0-000.000-005.0000	CASH AND INVESTMENTS	1,742,080.66
235.0-000.000-036.0000	MISCELLANEOUS	1,620.00
235.0-000.000-036.9999	ALLOWANCE FOR BAD DEBT - MISCELLAN	1,457.45
235.0-000.000-047.0902	PSD 2024-2025 DELQ SAD	116,402.16
Total Assets		1,861,560.27
*** Liabilities ***		
235.0-000.000-202.0000	ACCOUNTS PAYABLE	456.06
235.0-000.000-255.0001	GIFT CERTIFICATES	600.00
235.0-000.000-362.0300	DEFERRED INFLOWS - MISCELLANEOUS I	3,077.45
235.0-000.000-362.0800	DEFERRED INFLOWS - DELQ SPECIAL AS	116,402.16
Total Liabilities		120,535.67
*** Fund Balance ***		
235.0-000.000-390.0000	RETAINED EARNINGS	1,580,290.34
Total Fund Balance		1,580,290.34
Beginning Fund Balance - 24-25		1,580,290.34
Net of Revenues VS Expenditures - 24-25		257,787.70
*24-25 End FB/25-26 Beg FB		1,838,078.04
Net of Revenues VS Expenditures - Current Year		(97,053.44)
Ending Fund Balance		1,741,024.60
Total Liabilities And Fund Balance		1,861,560.27

* Year Not Closed

PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	2024-25		2025-26		ACTIVITY FOR	YTD BALANCE	% BDGT	ENCUMBERED
		AMENDED BUDGET	END BALANCE 06/30/2025	AMENDED BUDGET	MONTH 08/31/25	08/31/2025			
Revenues									
Dept 000.000									
USE OF FUND BALANCE									
235.0-000.000-400.0000	APPROP FUND BAL/RET EARN	62,619.17	0.00	108,320.00	0.00	0.00	0.00	0.00	0.00
USE OF FUND BALANCE		62,619.17	0.00	108,320.00	0.00	0.00	0.00	0.00	0.00
SPECIAL ASSESSMENTS									
235.0-000.000-451.0235	FUTURE SPECIAL ASSESSMENTS - F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-000.000-452.0887	PSD 2021-2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-000.000-452.0900	PSD 2022-2023	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-000.000-452.0901	PSD 2023-2024	59,550.00	63,730.60	0.00	0.00	0.00	0.00	0.00	0.00
235.0-000.000-452.0902	PSD 2024-2025	1,143,160.00	1,163,811.88	69,720.00	0.00	(51,558.64)	(73.95)	0.00	0.00
235.0-000.000-452.0903	PSD 2025-2026	0.00	0.00	1,184,350.00	0.00	0.00	0.00	0.00	0.00
235.0-000.000-474.0000	SPECIAL ASSESSMENT INTEREST	0.00	116.13	0.00	0.00	0.00	0.00	0.00	0.00
SPECIAL ASSESSMENTS		1,202,710.00	1,227,658.61	1,254,070.00	0.00	(51,558.64)	(4.11)	0.00	0.00
FEDERAL GRANTS									
235.0-000.000-528.0000	OTHER FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FEDERAL GRANTS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LOCAL CONTRIBUTIONS									
235.0-000.000-583.0005	OAKLAND COUNTY	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00
LOCAL CONTRIBUTIONS		0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00
CHARGES FOR SERVICES									
235.0-000.000-640.5141	CHARGES TO AUTO PARKING SYSTEM	25,000.00	25,000.00	25,000.00	0.00	0.00	0.00	0.00	0.00
CHARGES FOR SERVICES		25,000.00	25,000.00	25,000.00	0.00	0.00	0.00	0.00	0.00
INTEREST AND RENT									
235.0-000.000-665.0001	INVESTMENT INCOME	36,000.00	79,611.17	46,900.00	0.00	0.00	0.00	0.00	0.00
INTEREST AND RENT		36,000.00	79,611.17	46,900.00	0.00	0.00	0.00	0.00	0.00
OTHER REVENUE									
235.0-000.000-674.0009	PROCEEDS FROM FUNDRAISING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-000.000-676.0001	CONTR FROM PRIVATE SOURCE	230,000.00	267,202.87	230,000.00	20,354.00	82,239.00	35.76	0.00	0.00
235.0-000.000-677.0001	SUNDRY & MISCELLANEOUS	0.00	138.40	0.00	0.00	0.00	0.00	0.00	0.00
OTHER REVENUE		230,000.00	267,341.27	230,000.00	20,354.00	82,239.00	35.76	0.00	0.00
Total Dept 000.000		1,556,329.17	1,604,611.05	1,664,290.00	20,354.00	30,680.36	1.84	0.00	0.00
TOTAL REVENUES		1,556,329.17	1,604,611.05	1,664,290.00	20,354.00	30,680.36	1.84	0.00	0.00
Expenditures									
Dept 175.000 - PUBLIC RELATIONS									
PERSONNEL SERVICES									
235.0-175.000-702.0001	SALARIES & WAGES DIRECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-175.000-702.0002	OVERTIME PAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-175.000-702.0003	LONGEVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-175.000-711.0000	LABOR BURDEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-175.000-711.0001	FICA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR						
		2024-25 AMENDED BUDGET	END BALANCE 06/30/2025	2025-26 AMENDED BUDGET	MONTH 08/31/25	YTD BALANCE 08/31/2025	% BDGT USED	ENCUMBERED YEAR-TO-DATE
Expenditures								
235.0-175.000-711.0002	HOSPITALIZATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-175.000-711.0003	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-175.000-711.0005	DENTAL/OPTICAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-175.000-711.0006	ST/LT DISABILITY INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-175.000-711.0007	WORKER'S COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-175.000-711.0012	RETIREMENT DEFINED CONTRIBUTI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-175.000-711.0013	RET HLTH SVGS CONTR EMPLR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PERSONNEL SERVICES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 175.000 - PUBLIC RELATIONS		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dept 441.005 - DOWNTOWN MAINTENANCE								
PERSONNEL SERVICES								
235.0-441.005-702.0001	SALARIES & WAGES DIRECT	39,370.00	69,060.01	60,300.00	5,821.56	9,846.70	16.33	0.00
235.0-441.005-702.0002	OVERTIME PAY	24,730.00	26,718.32	30,180.00	3,034.07	5,807.36	19.24	0.00
235.0-441.005-702.0003	LONGEVITY	170.00	187.50	200.00	0.00	0.00	0.00	0.00
235.0-441.005-702.0004	HOLIDAY PAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-441.005-711.0000	LABOR BURDEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-441.005-711.0001	FICA	4,920.00	7,106.51	6,940.00	652.25	1,152.94	16.61	0.00
235.0-441.005-711.0002	HOSPITALIZATION	10,740.00	23,105.38	19,250.00	2,089.26	3,087.06	16.04	0.00
235.0-441.005-711.0003	LIFE INSURANCE	170.00	349.82	250.00	27.00	47.07	18.83	0.00
235.0-441.005-711.0004	RETIREE HEALTH CARE CONTRIBUTI	4,230.00	4,218.71	540.00	43.08	86.16	15.96	0.00
235.0-441.005-711.0005	DENTAL/OPTICAL	610.00	1,406.65	1,360.00	23.10	33.33	2.45	0.00
235.0-441.005-711.0006	ST/LT DISABILITY INSURANCE	600.00	828.20	850.00	74.04	132.26	15.56	0.00
235.0-441.005-711.0007	WORKER'S COMPENSATION	1,160.00	1,733.88	1,790.00	164.48	286.66	16.01	0.00
235.0-441.005-711.0008	SICK TIME PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-441.005-711.0009	DEFERRED COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-441.005-711.0010	RETIREMENT (DB) ER CNTB	7,700.00	7,691.04	8,560.00	713.25	1,426.50	16.66	0.00
235.0-441.005-711.0011	HRA CONTRIBUTIONS	70.00	69.00	70.00	0.00	0.00	0.00	0.00
235.0-441.005-711.0012	RETIREMENT DEFINED CONTRIBUTI	5,400.00	8,269.16	7,980.00	779.05	1,416.79	17.75	0.00
235.0-441.005-711.0013	RET HLTH SVGS CONTR EMPLR	670.00	2,622.58	1,480.00	228.25	400.22	27.04	0.00
PERSONNEL SERVICES		100,540.00	153,366.76	139,750.00	13,649.39	23,723.05	16.98	0.00
OTHER CHARGES								
235.0-441.005-941.0000	EQUIPMENT RENTAL OR LEASE	36,190.00	39,802.76	37,100.00	5,027.16	10,340.35	27.87	0.00
OTHER CHARGES		36,190.00	39,802.76	37,100.00	5,027.16	10,340.35	27.87	0.00
Total Dept 441.005 - DOWNTOWN MAINTENANCE		136,730.00	193,169.52	176,850.00	18,676.55	34,063.40	19.26	0.00
Dept 720.000 - PRINCIPAL SHOPPING DISTRICT								
PERSONNEL SERVICES								
235.0-720.000-702.0001	SALARIES & WAGES DIRECT	321,420.00	330,582.66	347,040.00	27,264.16	45,102.03	13.00	0.00
235.0-720.000-702.0002	OVERTIME PAY	1,500.00	414.43	1,600.00	0.00	0.00	0.00	0.00
235.0-720.000-702.0003	LONGEVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-720.000-703.0000	ADMINISTRATION COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-720.000-711.0000	LABOR BURDEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-720.000-711.0001	FICA	24,590.00	24,592.56	26,680.00	2,035.07	3,364.23	12.61	0.00
235.0-720.000-711.0002	HOSPITALIZATION	70,710.00	45,853.30	57,140.00	4,008.00	5,611.20	9.82	0.00
235.0-720.000-711.0003	LIFE INSURANCE	580.00	944.03	610.00	72.34	122.98	20.16	0.00
235.0-720.000-711.0004	RETIREE HEALTH CARE CONTRIBUTI	6,540.00	6,423.00	0.00	0.00	0.00	0.00	0.00
235.0-720.000-711.0005	DENTAL/OPTICAL	1,470.00	0.00	1,680.00	0.00	0.00	0.00	0.00

PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR						
		2024-25 AMENDED BUDGET	END BALANCE 06/30/2025	2025-26 AMENDED BUDGET	MONTH 08/31/25	YTD BALANCE 08/31/2025	% BDGT USED	ENCUMBERED YEAR-TO-DATE
Expenditures								
235.0-720.000-711.0006	ST/LT DISABILITY INSURANCE	1,050.00	1,039.74	1,100.00	79.68	135.46	12.31	0.00
235.0-720.000-711.0007	WORKER'S COMPENSATION	1,190.00	1,058.23	1,290.00	97.58	159.30	12.35	0.00
235.0-720.000-711.0008	SICK TIME PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-720.000-711.0010	RETIREMENT (DB) ER CNTB	8,860.00	8,853.96	11,240.00	936.25	1,872.50	16.66	0.00
235.0-720.000-711.0011	HRA CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-720.000-711.0012	RETIREMENT DEFINED CONTRIBUTIC	10,460.00	(1,042.68)	10,940.00	841.00	1,429.69	13.07	0.00
235.0-720.000-711.0013	RET HLTH SVGS CONTR EMPLR	1,830.00	(2,045.73)	1,820.00	140.00	238.00	13.08	0.00
PERSONNEL SERVICES		450,200.00	416,673.50	461,140.00	35,474.08	58,035.39	12.59	0.00
OTHER CHARGES								
235.0-720.000-801.0200	LEGAL SERVICES	3,000.00	2,215.00	4,500.00	0.00	0.00	0.00	0.00
235.0-720.000-802.0100	AUDIT	740.00	750.00	800.00	0.00	0.00	0.00	0.00
235.0-720.000-811.0000	OTHER CONTRACTUAL SERVICE	50,000.00	2,122.01	10,000.00	0.00	0.00	0.00	0.00
235.0-720.000-813.0000	ADMINISTRATIVE SERVICES	0.00	0.00	30,930.00	0.00	0.00	0.00	0.00
235.0-720.000-821.0100	PHYSICAL EXAMINATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-720.000-828.0300	PARKING VALET SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-720.000-829.0100	SNOW REMOVAL CONTRACT	80,000.00	64,200.00	83,000.00	0.00	0.00	77.35	64,200.00
235.0-720.000-829.0200	WEB SITE MAINTENANCE	30,100.00	35,809.99	10,000.00	0.00	6,400.00	64.00	0.00
235.0-720.000-851.0000	TELEPHONE	1,750.00	1,975.05	1,750.00	149.76	149.76	8.56	0.00
235.0-720.000-881.0000	MARKETING & ADVERTISING	191,597.01	161,813.64	190,750.00	0.00	11,012.00	54.07	92,134.02
235.0-720.000-882.0000	PUBLIC RELATIONS	13,500.00	4,174.10	11,000.00	0.00	0.00	0.00	0.00
235.0-720.000-883.0000	TENANT RECRUITMENT	101,357.51	30,942.67	65,000.00	0.00	311.00	6.72	4,060.00
235.0-720.000-888.0000	SPECIAL EVENTS	259,050.00	263,998.97	301,000.00	62.14	9,503.04	18.07	44,886.69
235.0-720.000-901.0000	PRINTING & PUBLISHING	67,500.00	25,519.98	61,000.00	0.00	1,250.00	24.59	13,750.00
235.0-720.000-904.0000	PRINTING PSD MAGAZINE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-720.000-933.0200	EQUIPMENT MAINTENANCE	1,200.00	1,273.55	1,500.00	0.00	0.00	0.00	0.00
235.0-720.000-935.0200	MAINTENANCE SHOPPING DIST	87,574.65	63,881.31	165,740.00	423.38	423.38	9.99	16,135.50
235.0-720.000-941.0000	EQUIPMENT RENTAL OR LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235.0-720.000-942.0000	COMPUTER EQUIPMENT RENTAL	44,630.00	44,630.04	49,650.00	0.00	4,137.50	8.33	0.00
235.0-720.000-944.0000	BUILDING OR FACILITY RENT	12,000.00	12,000.00	12,000.00	0.00	1,000.00	8.33	0.00
235.0-720.000-957.0100	TRAINING	3,000.00	2,500.00	3,000.00	0.00	0.00	0.00	0.00
235.0-720.000-957.0300	MEMBERSHIPS AND DUES	3,000.00	1,980.00	3,000.00	0.00	0.00	0.00	0.00
235.0-720.000-957.0400	CONFERENCES & WORKSHOPS	5,000.00	2,145.87	5,000.00	0.00	0.00	0.00	0.00
235.0-720.000-958.0200	EMPLOYEE PARKING	4,730.00	5,820.00	6,000.00	500.00	1,000.00	16.67	0.00
235.0-720.000-960.0400	LIABILITY INSURANCE	5,170.00	5,169.96	5,380.00	0.00	448.33	8.33	0.00
235.0-720.000-962.0000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER CHARGES		964,899.17	732,922.14	1,021,000.00	1,135.28	35,635.01	26.52	235,166.21
SUPPLIES								
235.0-720.000-727.0000	POSTAGE	1,000.00	489.93	1,800.00	0.00	0.00	0.00	0.00
235.0-720.000-729.0000	OPERATING SUPPLIES	3,500.00	3,568.26	3,500.00	0.00	0.00	0.00	0.00
235.0-720.000-799.0000	EQUIPMENT UNDER \$5,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES		4,500.00	4,058.19	5,300.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY								
235.0-720.000-972.0000	FURNITURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING USES								
235.0-720.000-995.0101	TRANSFER TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING USES		0.00	0.00	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	2024-25		2025-26		ACTIVITY FOR	YTD BALANCE	% BDGT	ENCUMBERED
		AMENDED BUDGET	END BALANCE 06/30/2025	AMENDED BUDGET	MONTH 08/31/25	08/31/2025			
Expenditures									
Total Dept 720.000 -	PRINCIPAL SHOPPING DISTRICT	1,419,599.17	1,153,653.83	1,487,440.00	36,609.36	93,670.40	22.11	235,166.21	
TOTAL EXPENDITURES		<u>1,556,329.17</u>	<u>1,346,823.35</u>	<u>1,664,290.00</u>	<u>55,285.91</u>	<u>127,733.80</u>	<u>21.81</u>	<u>235,166.21</u>	
TOTAL REVENUES - FUND 235.0		1,556,329.17	1,604,611.05	1,664,290.00	20,354.00	30,680.36	1.84	0.00	
TOTAL EXPENDITURES - FUND 235.0		<u>1,556,329.17</u>	<u>1,346,823.35</u>	<u>1,664,290.00</u>	<u>55,285.91</u>	<u>127,733.80</u>	<u>21.81</u>	<u>235,166.21</u>	
NET OF REVENUES & EXPENDITURES		0.00	257,787.70	0.00	(34,931.91)	(97,053.44)	100.00	(235,166.21)	

City of Birmingham
Birmingham Shopping District Meeting Minutes
Thursday, September 4, 2025 - 8:30 a.m.
The Community House
Birmingham, MI 48009

Minutes of the meeting of the Birmingham Shopping District Board held on Thursday, September 4, 2025, at 8:35 a.m. at The Community House.

1. CALL TO ORDER AND ROLL CALL OF BOARD

PRESENT: Ecker, Hussey, Kay, Lundberg, Pohlod, Roberts, Sharrak, Surnow, Taddei, Wolf, Director Emeritus Fehan, Secretary Lipari

ABSENT: McKenzie

ADMINISTRATION: Bassett, Brook

GUEST(S):

2. RECOGNITION OF VISITORS

3. FINANCE REPORT – BASSETT

Bassett reported that the budget continues to track well. She shared that the fund balance has increased just under \$200,000 from 2024 fiscal year end to 2025 fiscal year end. Currently, downtown maintenance is on track. We will continue to monitor those expenses.

Bassett is reviewing any open PO's from last year to see which can be liquidated.

4. APPROVAL OF CONSENT AGENDA

Consent agenda consisted of the:

- a. Approval of the BSD Board minutes from August 7, 2025;
- b. Approval of vouchers – August 2025
- c. Absence Waivers – Lundberg

MOTION: Motion by Kay, seconded by Surnow, to approve the BSD Board minutes from August 7, 2025, vouchers from August 2025, and absence waiver for Lundberg.

VOTE: Yeas: Ecker, Hussey, Kay, Lundberg, Pohlod Roberts, Sharrak, Surnow, Taddei, Wolf

Nays: none

Absent: McKenzie

Motion passed.

5. NEW BUSINESS

a. Party Dreams Wedding & Event Rental Contracts

Bassett explained that the Special Events Committee reviewed quotes from several tent rental companies and would like to work with Party Dreams Wedding & Event Rental for Winter Markt, Santa House warming tent and BRRmingham Blast. The total cost for the three events will be approximately \$41,610.

She shared that the contracts include a small buffer to leave room for incidentals. A 50% deposit will be required and a final payment will be made after the event.

The quote from the previous rental company had a cost increase of over \$17,000. Fehan added that there were some challenges with the tent quality and the customer service last year.

These events will be handled as three separate one-year contracts. Each will have the option to extend.

MOTION: Motion by Ecker, seconded by Hussey, to approve the contract with Party Dreams Wedding & Event Rental for Santa House warming tent.

**VOTE: Yeas: Ecker, Hussey, Kay, Lundberg, Pohlod Roberts, Sharrak, Surnow, Taddei, Wolf
Nays: none
Absent: McKenzie**

Motion passed.

MOTION: Motion by Kay, seconded by Ecker, to approve the contract with Party Dreams Wedding & Event Rental for tents and other rental items for the 2026 BRRmingham Blast event.

**VOTE: Yeas: Ecker, Hussey, Kay, Lundberg, Pohlod Roberts, Sharrak, Surnow, Taddei, Wolf
Nays: none
Absent: McKenzie**

Motion passed.

MOTION: Motion by Ecker, seconded by Kay, to approve the contract with Party Dreams Wedding & Event Rental for tents and other rental items for the 2025 Birmingham Winter Markt.

**VOTE: Yeas: Ecker, Hussey, Kay, Lundberg, Pohlod Roberts, Sharrak, Surnow, Taddei, Wolf
Nays: none
Absent: McKenzie**

Motion passed.

b. Sponsorship Requests

Bassett reviewed requests for sponsorship from the Birmingham Bloomfield Chamber and the Birmingham Education Foundation.

The BSD has been a bronze sponsor with a \$2,500 commitment for the Birmingham Bloomfield Chamber for many years. The Birmingham Education Foundation has an event in January. They have requested a donation to their auction and/or monetary support.

MOTION: Motion by Surnow, seconded by Roberts, to be a bronze sponsor with a \$2,500 commitment for 2026 for the Birmingham Bloomfield Chamber.

**VOTE: Yeas: Ecker, Hussey, Kay, Lundberg, Pohlod Roberts, Sharrak, Surnow, Taddei, Wolf
Nays: none
Absent: McKenzie**

Motion passed.

MOTION: Motion by Sharrak, seconded by Lundberg, to create a basket with local items and gift cards valuing a total of \$300 to donate as an auction item to the Birmingham Education Foundation’s upcoming event.

**VOTE: Yeas: Ecker, Hussey, Kay, Lundberg, Pohlod Roberts, Sharrak, Surnow, Taddei, Wolf
Nays: none
Absent: McKenzie**

Motion passed.

DRAFT

c. Proposed 2026 Board and Committee Schedule

Bassett presented the proposed 2026 meeting schedule. She shared that board meeting dates will be published in the City’s print calendar.

MOTION: Motion by Kay, seconded by Surnow, to approve the BSD meeting calendar as presented.

**VOTE: Yeas: Ecker, Hussey, Kay, Lundberg, Pohlod Roberts, Sharrak, Surnow, Taddei, Wolf
Nays: none
Absent: McKenzie**

Motion passed.

6. PRESENTATIONS

a. Mid-Year Marketing Report

Bassett shared an overview of the Mid-Year Marketing Report that was included in the board packet.

7. OLD BUSINESS

8. REPORTS

a. COMMITTEE REPORTS

SPECIAL EVENTS - KAY

Kay reported that 23 locations would be hosting artists for the upcoming Art Walk event. Three restaurants will have live music and special cocktails.

The committee reviewed the tent quotes and contract and discussed plans for the BirminghamBURGER event.

MARKETING & ADVERTISING - LUNDBERG

Lundberg shared that the committee looked at the mid-year marketing report and discussed possible adjustments to the social media plan.

There will be a joint meeting with the Marketing Committee and the Business Development Committee in the coming weeks.

MAINTENANCE/CAPITAL IMPROVEMENTS - LIPARI

Lipari reported that work continues with Oakland County for the alley improvement project. They hope to have work begin in the spring.

BUSINESS DEVELOPMENT - SURNOW

Surnow shared that the committee is working to contact retailers on their target list. Plans are also beginning for a broker roundtable in early 2026.

Milestone business anniversaries will be recognized at the October board meeting.

EXECUTIVE COMMITTEE REPORT – POHLOD

No report given.

b. WAYFINDING - FEHAN

No meeting held.

c. ADVISORY PARKING COMMITTEE

Taddei shared that they are working on a plan to make the parking places in the Peabody Garage larger. The challenge is that making parking spots larger will mean fewer parking spots overall and the structure reaches capacity regularly.

d. EXECUTIVE DIRECTOR REPORT

Bassett reported that the Birmingham Cruise Event went well. A City Staff report was presented at the last Commission meeting. Commissioners were very complimentary.

The final Movie Night of the season will be held tomorrow, Friday, September 5. Harvest Festival at the Farmers Market is September 14, and Art Walk will be September 18.

She also shared that Commission approved extending the area covered by the ordinance that makes sidewalks scooter free zones.

9. UNFINISHED BUSINESS

None.

10. INFORMATION

a. Retail Activity – provided in packet

b. Announcements – no new announcements

c. Letters, Board Attendance & Monthly Meeting Schedule – provided in packet

11. PUBLIC COMMENTS

12. ADJOURNMENT – 9:40 A.M.

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

DRAFT

Amy Pohlod, BSD Board Chair

Date

Birmingham Principal Shopping District Board

Voucher List For: 10/09/2025

Early Release Vendor	Description	Account	Amount
ALLEGRA MARKETING, PRINT, MAIL	ART WALK CARDS AND POSTERS	MARKETING & ADVERTISING	222.54
AMAZON CAPITAL SERVICES INC	MISC OFFICE SUPPLIES	OPERATING SUPPLIES	58.21
ART/DESIGN GROUP LTD	ARTWORK FOR ART WALK, BIRMINGHAMBURGER AND GENERAL	MARKETING & ADVERTISING	1,635.75
BAKEHOUSE 46	SUPPLIES FOR CRUISE EVENT	SPECIAL EVENTS	37.93
BEASLEY MEDIA GROUP, LLC	ADVERTISING FOR ART WALK	ART WALK	5,000.00
BIRMINGHAM BALLOONS LLC	BALLOONS FOR ARTWALK	SPECIAL EVENTS	400.00
BUREAU DETROIT	BIRMINGHAMBURGER VIDEO AND PHOTOS	MARKETING & ADVERTISING	3,000.00
C & G PUBLISHING INC.	ADVERTISING FOR FARMERS MARKET	FARMERS MARKET	632.00
CAR TRUCKING INC	DUMPSTER SERVICES FOR EVENTS	DUMPSTER FOR FARMERS MARKET	125.35
CHAT GPT	MONTHLY SUBSCRIPTION	MARKETING & ADVERTISING	20.00
DENNIS FARAC	PERFORMANCE AT ART WALK	SPECIAL EVENTS	200.00
DEVYN MITCHELL	PERFORMANCE AT ART WALK	SPECIAL EVENTS	200.00
DONNY WILSON	INFLUENCER FOR BIRMINGHAMBURGER	INFLUENCER FOR BIRMINGHAMBURGER	1,000.00
DOWNTOWN PUBLICATIONS INC	ADVERTISING FOR BIRMINGHAMBURGER	BIRMINGHAMBURGER	700.00
ETHNIC ARTWORK, INC	T-SHIRTS	SPECIAL EVENTS	812.50
FACEBOOK/META	BUSINESS ANNIVERSARY POSTS	TENANT RECRUITMENT	49.94
FAR OUT AWARDS	TROPHY FOR BIRMINGHAMBURGER EVENT	SPECIAL EVENTS	323.00
HAZEL, RAVINES & DOWNTOWN	MISC ITEMS FOR BUSINESS DEVELOPMENT	TENANT RECRUITMENT	289.80
HR MEDIA LLC	SUBSCRIPTION RENEWAL - 3 YEARS	MEMBERSHIPS AND DUES	21.00
IHEART MEDIA	ADVERTISING FOR DAY ON THE TOWN	MARKETING & ADVERTISING	300.00
JCC CREATIVE LLC	MONTHLY PHOTOGRAPHY SERVICES SEPT & OCT	MONTHLY PHOTOGRAPHY SERVICES	500.00
JET'S PIZZA	DPS LUNCHEON	SPECIAL EVENTS	220.42
JOHN PETERS	PERFORMANCE AT BFM 10/26	SPECIAL EVENTS	200.00
KEEP IT REAL SOCIAL LLC	SOCIAL MEDIA WORKSHOP AND CONSULTING	SOCIAL MEDIA WORKSHOP AND CONSULTING	2,750.00
KEITH E FREEMAN	BUTTONS FOR BIRMINGHAMBURGER	MARKETING & ADVERTISING	325.00

Birmingham Principal Shopping District Board**Voucher List For:** 10/09/2025

Early Release	Vendor	Description	Account	Amount
	LIFESTYLE PUBLICATIONS LLC	PRINTING AND PUBLISHING	PRINTING AND PUBLISHING	3,750.00
	MICHELLE FRANCIS	WATERCOLOR PRINTS FOR BUSINESS ANNIVERSARIES	WATERCOLOR PRINTS FOR BUSINESS ANNIVERSA	180.00
	PEGASUS ENTERTAINMENT INC	VIDEO AND AUDIO FOR MOVIE NIGHTS, DAY ON THE TOWN, WINTER MARKT AND BRRMINGHAM BLAST	MOVIE NIGHTS	13,300.00
	SECURA INSURANCE COMPANY	INSURANCE FOR CRUISE EVENT	SPECIAL EVENTS	4,093.00
	SHELL GAS STATION	ICE FOR CRUISE EVENT	SPECIAL EVENTS	12.00
	SIGNS-N-DESIGNS INC	SIGNS FOR ART WALK	MARKETING & ADVERTISING	496.00
	STEVE TAYLOR MUSIC	PERFORMANCE AT BFM 10/19	SPECIAL EVENTS	200.00
	TARGET	MISC SUPPLIES FOR CRUISE EVENT	SPECIAL EVENTS	183.05
	THE DETROIT JEWISH NEWS FOUNDATION	GENERAL ADVERTISING	MARKETING & ADVERTISING	200.00
	TOWN SQUARE	ADVERTISING	MARKETING & ADVERTISING	990.00
	TURNER SANITATION, INC	PORTA POTTIES AND SINK STATIONS AT EVENTS	MOVIE NIGHTS	665.00
	VERIZON WIRELESS	CELL PHONE FOR ERIKA, JAIMI AND SHERI	TELEPHONE	149.82
*	DENNIS FARAC	PERFORMANCE AT BFM 9/28	SPECIAL EVENTS	200.00

Birmingham Principal Shopping District Board

Voucher List For: 10/09/2025

Early Release Vendor	Description	Account	Amount
		Total:	\$ 43,442.31
Journal Entries			
	City of Birmingham - Cruise Event final costs		\$ 25,763.71
	Beier Howlett - Misc legal fees		156.75
	City of Birmingham - Employee parking		500.00
	Dog Waste Depot - dog waste bags		423.38
	Total Journal Entries		\$ 26,843.84
	TOTAL VOUCHERS AND JOURNAL ENTRIES		\$ 70,286.15

*Items marked with an asterisk were submitted in advance and prior to board approval

Board Chair _____ **Date** _____

AGREEMENT OF BIRMINGHAM WINTER MARKT ELECTRICAL SERVICE

THIS AGREEMENT is entered into this 1st day of October, 2025, by and between the **BIRMINGHAM SHOPPING DISTRICT**, (hereinafter called "BSD"), having its principal municipal office at 151 Martin Street, Birmingham MI and Sunbelt Rentals, Inc. a South Carolina Corporation, whose address is 2341 Deerfield Drive, Fort Mill, South Carolina 29715, Local Branch: Power & HVAC Services, 47515 Ryan Road, Utica, MI 48317 (hereafter referred to as Contractor) and the foregoing shall collectively be referred to as the parties.

WHEREAS, the BSD desires having electrical power provided for its 2025 Birmingham Winter Markt ("Event"), with the 2025 Event to be held on December 5 - 7, 2025 through a government cooperative purchasing agreement (MA25000000224); and

WHEREAS, Contractor has qualifications that meet the project requirements and has provided a response and quote to perform electrical services for the Event through the government cooperative agreement.

NOW, THEREFORE, in consideration of the foregoing preambles, the adequacy of which is acknowledged by and between the parties to this Agreement, the parties agree as follows:

1. MUTUALLY AGREE: It is mutually agreed by and between the parties that Sunbelt Rentals quote for Birmingham Winter Markt Electrical Service, shall be fully incorporated herein by reference and shall become a part of this Agreement, and shall be binding upon both parties hereto. (Attached hereto as Attachment "A.")

2. TERM: This Agreement shall have a term of one (1) year from the date stated above with the option for a one year renewal at the BSD's discretion. A one year renewal must be agreed upon by both parties in writing. The BSD shall have the right to unilaterally terminate this Agreement on thirty (30) days written notice. In the event of termination, the Contractor shall receive compensation for services to the date the termination takes effect and the BSD shall be entitled to retain and use the results of all rental equipment prepared by the Contractor through such date.

3. TERMS OF PAYMENT: The Contractor will invoice after the event for all labor supplied and work completed. Total compensation will not exceed \$27,331.01. In no event shall invoices be submitted more than 45 days after completion of services. Submitted invoices shall include the following detailed information: the type of work performed, the time spent on the work, the individual who performed the work and the per hour billing rate charged. The BSD may, at its sole discretion demand review and the right to request at any time further detailed accounting information for any or all bills. The right to inspection of any bill and invoice shall never be at any cost or billings to the BSD, nor shall preparation of said invoices be billed to the BSD or against the general retainer. Payment terms will be net 30 days unless otherwise specified by the BSD.

4. Contractor shall employ personnel of good moral character and fitness in performing all services under this Agreement.

5. INSURANCE SUBMISSION REQUIREMENTS: The Contractor has submitted proof to the BSD that it meets all BSD insurance requirements. Insurance, with coverage amounts

at no less than the BSD's minimum requirements, must be held by the Contractor throughout the term of this Agreement. Certificates of insurance as stated below will be required no later than five (5) business days from the date of Contractor's acceptance of the terms of this Agreement.

6. CONFIDENTIAL AND OR PROPRIETARY INFORMATION: The Contractor acknowledges that in performing services pursuant to this Agreement, certain confidential and/or proprietary information (including, but not limited to, internal organization, methodology, personnel and financial information, etc.) may become involved. The Contractor recognizes that unauthorized exposure of such confidential or proprietary information could irreparably damage the BSD. Therefore, the Contractor agrees to use reasonable care to safeguard the confidential and proprietary information and to prevent the unauthorized use or disclosure thereof. The Contractor shall inform its employees of the confidential or proprietary nature of such information and shall limit access thereto to employees rendering services pursuant to this Agreement. The Contractor further agrees to use such confidential or proprietary information only for the purpose of performing services pursuant to this Agreement.

7. INDEPENDENT CONTRACTOR: The Contractor and the BSD agree that the Contractor is acting as an independent contractor with respect to the Contractor's role in providing services to the BSD pursuant to this Agreement, and as such, shall be liable for its own actions and neither the Contractor nor its employees shall be construed as employees of the BSD. Nothing contained in this Agreement shall be construed to imply a joint venture or partnership and neither party, by virtue of this Agreement, shall have any right, power or authority to act or create any obligation, express or implied, on behalf of the other party, except as specifically outlined herein. Neither the BSD nor the Contractor shall be considered or construed to be the agent of the other, nor shall either have the right to bind the other in any manner whatsoever, except as specifically provided in this Agreement, and this Agreement shall not be construed as a contract of agency. The Contractor shall not be considered entitled or eligible to participate in any benefits or privileges given or extended by the BSD, or be deemed an employee of the BSD for purposes of federal or state withholding taxes, FICA taxes, unemployment, workers' compensation or any other employer contributions on behalf of the BSD.

8. COMPLIANCE WITH LAWS: Contractor agrees to fully and faithfully carry out the duties of set forth herein using its best efforts in accomplishing all assignments from the BSD, and further, in addition to upholding all federal, and state laws and applicable codes of professional conduct to which Contractor subject, Contractor hereby agrees to be bound by all Federal, State, or City of Birmingham ordinances, rules, regulations and policies as are amended from time to time, and including without limitation the Fair Labor Standards Act, the Equal Employment Opportunity rules and regulations, the Transportation Safety Act and the Occupational Safety and Health Acts.

9. NON-COMPLIANCE WITH INSURANCE REQUIREMENTS: Failure to deliver and maintain insurance in accordance with the terms of this Agreement will be cause for the BSD, by and through its Executive Director, to terminate this Agreement, or at the BSD's option, the BSD may purchase on the open market such required insurance and shall be entitled to charge any additional cost to the Contractor, either by offset to any amounts due and owing Contractor for services provided to the BSD, or, by separate bill and demand for payment. Nothing in this paragraph shall be deemed to create or be interpreted as establishing a "for cause" termination; Contractor agrees and understands that its engagement is at will and may be terminated by the Executive Director for any cause or no cause.

10. INDEMNIFICATION: To the fullest extent permitted by law, the Contractor and any entity or person for whom the Contractor is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the City of Birmingham, its elected and appointed officials, employees and volunteers and others working on their behalf against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City, its elected and appointed officials, employees, volunteers or others working on their behalf, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arise out of the acts, errors or omissions of the Contractor including its employees and agents, in the performance of this Agreement. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of its elected or appointed officials, employees, volunteers or others working on behalf of the City/BSD.

11. STANDARD INSURANCE REQUIREMENTS:

The Contractor shall maintain during the life of this Agreement the applicable types of insurance coverage and minimum limits as set forth below:

A. Workers' Compensation Insurance:

For Non-Sole Proprietorships: Contractor shall procure and maintain during the life of this Agreement, Workers' Compensation Insurance, including Employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

For Sole Proprietorships: Contractor shall complete and furnish to the City prior to the commencement of work under this Agreement a signed and notarized Sole Proprietor Form, for sole proprietors with no employees or with employees, as the case may be.

B. Commercial General Liability Insurance: Contractor shall procure and maintain during the life of this Agreement, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than **\$1,000,000** per occurrence combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractor Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.

C. *Motor Vehicle Liability: Contractor shall procure and maintain during the life of this Agreement Motor Vehicle Liability Insurance, including all applicable no-fault coverages, with limits of liability of not less than \$1,000,000 per occurrence combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

D. Additional Insured: Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following Additional Insureds: The City of Birmingham, including all elected and appointed officials, all employee and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof. This

coverage shall be primary to any other coverage that may be available to the additional insured, whether any other available coverage by primary, contributing or excess.

E. Professional Liability: If applicable, professional liability insurance with limits of not less than \$2,000,000 per claim if Contractor will provide services that are customarily subject to this type of coverage.

F. Coverage Expiration: If any of the above coverages expire during the term of this Agreement, Contractor shall deliver renewal certificates and/or policies to the BSD at least (10) days prior to the expiration date.

G. Proof of Insurance Coverage: Contractor shall provide the City of Birmingham at the time the Agreement is returned for execution, Certificates of Insurance and/or policies, acceptable to the City of Birmingham/BSD, as listed below.

- 1) Two (2) copies of Certificate of Insurance for Workers' Compensation Insurance, or a signed and notarized copy of the Sole Proprietor Form;
- 2) Two (2) copies of Certificate of Insurance for Commercial General Liability Insurance;
- 3) Two (2) copies of Certificate of Insurance for Vehicle Liability Insurance;
- 4) Two (2) copies of Certificate of Insurance for Professional Liability Insurance, if applicable;
- 5) If so requested, Certified Copies of all policies mentioned above will be furnished.

H. Maintaining Insurance: Upon failure of the Contractor to obtain or maintain such insurance coverage for the term of the Agreement, the BSD may, at its option, purchase such coverage and subtract the cost of obtaining such coverage from the Agreement amount. In obtaining such coverage, the BSD shall have no obligation to procure the most cost-effective coverage but may contract with any insurer for such coverage.

12. WRITTEN NOTICES: Written notices regarding this Agreement shall be addressed to the following:

BSD: Birmingham Shopping District
151 Martin Street
Birmingham, Michigan 48009
Attn: Erika Bassett, BSD Executive Director

Contractor:
Sunbelt Rentals, Inc.
2341 Deerfield Drive
Fort Mill, SC 29715
Attn: _____

13. AMENDMENTS: No amendment, modification or supplement to this Agreement shall be binding unless it is in writing and signed by authorized representatives of the parties.

14. WAIVER OF BREACH: No waiver by either party of any breach of any of the terms, covenants or conditions herein contained by the other party shall be construed as a waiver of any succeeding breach of this same or of any other term, covenant or condition.

15. COMPLETE AGREEMENT: The parties agree that the conditions set forth in this Agreement sets forth all terms and conditions of Contractor agreement with the BSD. This Agreement supersedes all prior agreements or understandings between the parties. There are no promises, conditions or understandings other than those stated herein, and, that any prior negotiations, terms or conditions discussed between the BSD and the Contractor shall not constitute a part of this Agreement. The term "agreement" as used in this clause shall include any future written amendments, modifications, or supplements made in accordance herewith.

16. DIRECT OR INDIRECT INTEREST: If, after the effective date of this Agreement, any official of the BSD, or spouse, child, parent or in-law of such official or employee shall become directly or indirectly interested in this Agreement or the affairs of the Contractor, the BSD shall have the right to terminate this Agreement without further liability to the Contractor if the disqualification has not been removed within thirty (30) days after the BSD has given the Contractor notice of the disqualifying interest. Ownership of less than one percent (1%) of the stock or other equity interest in a corporation or partnership shall not be a disqualifying interest. Employment shall be a disqualifying interest.

17. FAILURE TO PERFORM. If Contractor fails to perform its obligations hereunder, the BSD may take any and all remedial actions provided by the general specifications or otherwise permitted by law.

18. LEGAL PROCEEDINGS: Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled either by commencement of a suit in Oakland County Circuit Court, the 48th District Court or by arbitration. If both parties elect to have the dispute resolved by arbitration, it shall be settled pursuant to Chapter 50 of the Revised Judicature Act for the State of Michigan and administered by the American Arbitration Association with one arbitrator being used, or three arbitrators in the event any party's claim exceeds \$1,000,000. Each party shall bear its own costs and expenses and an equal share of the arbitrator's and administrative fees of arbitration. Such arbitration shall qualify as statutory arbitration pursuant to MCL §600.5001 et seq., and the Oakland County Circuit Court or any court having jurisdiction shall render judgment upon the award of the arbitrator made pursuant to this Agreement. The laws of the State of Michigan shall govern this Agreement, and the arbitration shall take place in Oakland County, Michigan. In the event that the parties elect not to have the matter in dispute arbitrated, any dispute between the parties may be resolved by the filing of a suit in a federal or state court with jurisdiction over Oakland County, Michigan.

19. FAIR PROCUREMENT OPPORTUNITY: Procurement for the BSD will be handled in a manner providing fair opportunity for all businesses. This will be accomplished without abrogation or sacrifice of quality and as determined to be in the best interest of the BSD.



PC#: 1014
 47515 RYAN RD
 SHELBY TOWNSHIP, MI 48317 287
 586-884-9270

SUNBELT RENTALS, INC.

Salesman: 101405 JACOVETTI, ERIC (10)
 Typed By: EJACOVETT1

Job Site:

WINTER MARKT- SHAIN PARK 2024
 270 W MERRILL
 BIRMINGHAM, MI 48009

C#: 248-530-1200 J#: 248-508-5518

Customer: 662080

CITY OF BIRMINGHAM
 151 MARTIN ST
 BIRMINGHAM, MI 48009-3368

RESERVATION



Contract #.. 171588177
 Contract dt. 7/15/25
 Date out.... 12/04/25 5:00 PM
 Est return.. 12/04/25 5:00 PM
 Job Loc..... 270 W MERRILL, BIRMINGHAM
 Job No..... 1 - WINTER MARKT- SH
 P.O. #..... WINTERMARKT25
 Ordered By.. BROOK, JAIMI
 NET 30

QTY	EQUIPMENT #	Min	Day	Week	4 Week	Amount
50.00	SPIDER BOX TPB50P 0060001	65.00	65.00	150.00	360.00	3250.00
3.00	200AMP SPIDER BOX FEEDER PNL 0060390	180.00	180.00	400.00	1151.00	540.00
2.00	400AMP SPIDER BOX FEEDER PNL 0060400	185.00	185.00	397.00	1230.00	370.00
1.00	36KW DIESEL GENERATOR 0090040	355.00	355.00	885.00	2320.00	355.00
4.00	56KW DIESEL GENERATOR 0090070	465.00	465.00	1170.00	2925.00	1860.00
10.00	40K BTU LP OUTDOOR PATIO RADIA 0100340	36.00	50.00	175.00	495.00	360.00
100.00	50' SPIDERBOX CABLE 6/4	42.64	42.64	102.96	267.28	4264.00
22.00	50' #2 BANDED 5-WIRE	35.00	35.00	97.00	239.00	770.00
1.00	#2 BANDED 5-WIRE FEMALE TAIL	12.00	12.00	28.00	72.00	12.00
160.00	CABLE RAMPS	20.00	20.00	44.00	135.00	3200.00

*** EQP MSG ***
 8 Hrs/Day 40 Hrs/Wk = 1.0x Rate
 9-16 Hrs/Day 41-80 Hrs/Wk = 1.5x Rate
 17+ Hrs/Day 81+ Hrs/Wk = 2.0x Rate

During a declared state of emergency and/or a pending or existing natural disaster, all rentals of this generator type will be billed at a one-week minimum rental period for 24-hours of usage per day.

IF THE EQUIPMENT DOES NOT WORK PROPERLY, NOTIFY THE OFFICE AT ONCE

MULTIPLE SHIFTS OR OVERTIME RATES MAY APPLY

CUSTOMER IS RESPONSIBLE FOR REFUELING, DAMAGES AND REPAIRS

- The total charges are an estimate based on the estimated rental period and other information provided by Customer.
- Customer assumes all risks associated with the Equipment during the Rental Period, including injury and damage to persons, property and the Equipment.
- Customer is responsible for and shall only permit properly trained, Authorized Individuals to use the Equipment.
- If the Equipment does not operate properly, is not suitable for Customer's intended use, does not have operating and safety instructions or Customer has any questions regarding use of the Equipment, Customer shall not use the Equipment and shall contact Sunbelt immediately.
- Equipment misuse or using damaged or malfunctioning Equipment may result in serious bodily injury or death and Customer agrees that Customer (i) assumes all risk associated thereunder, and (ii) indemnifies Sunbelt Entities for all claims or damages as a result of misuse or use of damaged or malfunctioning Equipment.
- Customer has received, read, understands and agrees to the estimated charges and all the terms on this page, plus all sections on the reverse side of this Contract ("Sections"), including Release and Indemnification in Section 8 and Environmental Fee in Section 16, which can also be found at www.sunbeltrentals.com/rentalcontract. * Delivery/Pickup Surcharge fee explanation is available at www.sunbeltrentals.com/surcharge.
- Customer must contact Sunbelt to request pickup of Equipment, retain the Pick-Up Number given by Sunbelt and will be responsible for Equipment until actually retrieved by Sunbelt.
- Customer waives its right to a jury trial in any dispute as set forth in Section 19.
- At the election of Sunbelt or Customer, Customer agrees to submit every dispute to arbitration and waives any right to bring a class action as set forth in Section 20.

Customer is declining Rental Protection Plan (see reverse side for details) _____ (Customer Initials)

Customer Signature

Date

Name Printed

Delivered By

Date



PC#: 1014
 47515 RYAN RD
 SHELBY TOWNSHIP, MI 48317 287
 586-884-9270

SUNBELT RENTALS, INC.

Salesman: 101405 JACOVETTI, ERIC (10)
 Typed By: EJACOVETT1

Job Site:
 WINTER MARKT- SHAIN PARK 2024
 270 W MERRILL
 BIRMINGHAM, MI 48009

RESERVATION



C#: 248-530-1200 J#: 248-508-5518

Contract #... 171588177
 Contract dt. 7/15/25
 Date out.... 12/04/25 5:00 PM
 Est return.. 12/04/25 5:00 PM
 Job Loc.... 270 W MERRILL, BIRMINGHAM
 Job No..... 1 - WINTER MARKT- SH
 P.O. #..... WINTERMARKT25
 Ordered By.. BROOK, JAIMI
 NET 30

Customer: 662080
 CITY OF BIRMINGHAM
 151 MARTIN ST
 BIRMINGHAM, MI 48009-3368

QTY	EQUIPMENT #	Min	Day	Week	4 Week	Amount
-----	-------------	-----	-----	------	--------	--------

The one-week minimum rental at 24-hour usage rates does not apply to pre-existing generator rentals.

SALES ITEMS:

Qty	Item number	Unit	Price	Amount
1	DLPKSRCHG	EA	358.200	358.20
1	TRANSPORTATION SURCHARGE E&DLABOR-P&P 2218XXX050 E&D LABOR P&P	EA	3900.000	3900.00
1	ENVIRONMENTAL 2133XXX000 ENVIRON/HAZMAT/DISPOSAL FEE	EA	93.190	93.19
1	MIHERSPC1014B	EA	299.620	299.62
10	MI 2% HEAVY EQUIPMENT SURCHARGE PROPANE 2141XXX000 PROPANE	GA	16.000	160.00
1	SBR0090040	EA	413.000	413.00
4	FUEL CONVENIENCE CHARGE SBR0090070	EA	784.000	3136.00
	FUEL CONVENIENCE CHARGE			
	DELIVERY CHARGE			995.00
	PICKUP CHARGE			995.00

IF THE EQUIPMENT DOES NOT WORK PROPERLY, NOTIFY THE OFFICE AT ONCE MULTIPLE SHIFTS OR OVERTIME RATES MAY APPLY CUSTOMER IS RESPONSIBLE FOR REFUELING, DAMAGES AND REPAIRS

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Customer is declining Rental Protection Plan (see reverse side for details) _____ (Customer Initials)

Customer Signature Date Name Printed Delivered By Date



PC#: 1014
47515 RYAN RD
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SUNBELT RENTALS, INC.

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Job No..... 1 - WINTER MARKT- SH
P.O. #..... WINTERMARKT25
Ordered By.. BROOK, JAIMI
NET 30

Customer: 662080
CITY OF BIRMINGHAM
151 MARTIN ST
BIRMINGHAM, MI 48009-3368

QTY	EQUIPMENT #	Min	Day	Week	4 Week	Amount
Sub-total:						25331.01
Total:						25331.01

All amounts are in USD

IF THE EQUIPMENT DOES NOT WORK PROPERLY, NOTIFY THE OFFICE AT ONCE

MULTIPLE SHIFTS OR OVERTIME RATES MAY APPLY

CUSTOMER IS RESPONSIBLE FOR REFUELING, DAMAGES AND REPAIRS

- The total charges are an estimate based on the estimated rental period and other information provided by Customer.
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- Customer has received, read, understands and agrees to the estimated charges and all the terms on this page, plus all sections on the reverse side of this Contract ("Sections"), including Release and Indemnification in Section 8 and Environmental Fee in Section 16, which can also be found at www.sunbeltrentals.com/rentalcontract. * Delivery/Pickup Surcharge fee explanation is available at www.sunbeltrentals.com/ourcharges.
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Customer is declining Rental Protection Plan (see reverse side for details) _____ (Customer Initials)

Customer Signature	Date	Name Printed	Delivered By	Date
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Special Events Committee Meeting Minutes
151 Martin Street, Conference Rooms 202 & 203
September 12, 2025, at 8:30am

Z. Kay called the meeting to order at 8:32 a.m.

In Attendance: D. Fehan, Z. Kay, D. Lilley S. Lipari

Staff: E. Bassett, J. Brook, S. Bahnsen

Guests:

Absent: R. Astrein, K. Cummings, B. Hussey

Approval of Minutes: Motion by Fehan, seconded by Lilley to approve the minutes dated August 8, 2025. All ayes. Motion approved.

Public Comment: None

Art Walk

Brook shared that 25 stores registered to participate in the event. The committee discussed artist placement and ways that we might be able to assist in the future.

Hazels, Social, and La Strada will host musicians from 6-9 p.m. and offer a special cocktail. They will each be given 30 goblets to use as a gift to those who purchase the special cocktail.

Since topiaries are not an option this year, we will have small balloon pillars placed in front of each participating location. We will also hire two musicians to play on the street.

2026 Calendar of Events

The committee reviewed dates for 2026 events. They will be submitted for the City's 2026 print calendar.

Holiday Plans

Brook reported that Gutfreund Realty will not be sponsoring the Tree Lighting this year. The committee discussed other sponsor ideas for Tree Lighting and Winter Markt.

Brook is working on finalizing a starting location for Santa Walk as construction may be starting on the Surnow Building before the event.

The committee discussed having school groups sing at Winter Markt. For many years, the BSD has written one check to the Birmingham Public Schools and asked them to distribute \$50 from the check to each teacher that brings a school group to sing. Instead of continuing with this process, the committee would like to give each teacher a \$100 gift card.

Motion by Lipari, seconded by Lilley to give each teacher who brings a school group to perform at Winter Markt a \$100 gift card to use to enhance their music program. All ayes. Motion approved.

The committee would once again like to offer complimentary treats to downtown shoppers on the Saturdays between Winter Markt and Christmas. They would like to secure roasted chestnuts for one, and churros and hot chocolate for the other.

NEXT MEETING: Friday, October 10, 2025, at 8:30 a.m.

Marketing and Advertising Committee Meeting Minutes

151 Martin Street, Commission Room

September 10, 2025

In Attendance: J. Lundberg, Z. Kay, A. Pohlod, S. Wolf, B. Boucher, C. Quezada, E. Bassett, S. Hunter

Absent: E. Miller

Public/Guest:

The meeting was called to order at 8:32 a.m.

Approval of Minutes:

Motion by Lundberg, seconded by Pohlod, to approve the minutes dated August 13, 2025. All ayes, motion approved.

Public Comment: None

Social Media Influencer Update

Bassett shared the social media analytics for the influencer campaign. She also provided the calendar for influencers for the remainder of 2025.

Holiday Special Projects

For the December Birmingham City Lifestyle Magazine, the committee provided a list of local businesses to be considered for the holiday gift guide. The committee reviewed the HOUR holiday proposal and requested BSD staff modify and bring a new proposal to the October meeting.

Meeting ended at 9:31 a.m.

NEXT MEETING: October 8, 2025, at 8:30 a.m.

Maintenance/Capital Improvement Committee Meeting Minutes
151 Martin Street Conference Rooms 202 & 203
September 9, 2025

Members in Attendance: Sarvy Lipari (Chair), Michele Taddei, Amy Pohlod, Doug Fehan, Steve Quintal
Members Absent: Bill Roberts
Staff Present: Erika Bassett, Melinda Comerford, Brad McNab, Carrie Laird
Guests: None

Chairperson Lipari called the meeting to order at 8:34 a.m.

Approval of Minutes: Motion by Fehan, seconded by Quintal, to approve the minutes dated August 12, 2025. All ayes, motion passed.

Public Comment: No public comment.

Merrill Lighting

Bassett met with Nick Bianchi from Nick's Maintenance to review a new quote. Committee discussed meeting with property owners for input and to coordinate the installation and explore shared costs. Bianchi would store the lights for no fee. Committee agreed the max they would pay is half the quoted amount. Bassett reminded the committee that Nick's is still storing the 12 chandeliers. Bianchi provided an estimate of \$8,830 to restring them. Lipari suggested using them in the alley. Bassett will talk to Oakland County about possibly using them in the plan.

Willits Alley Planning

Bassett reported that Oakland County will have the framework to us in October. Bassett is meeting with property owners, city staff and One Source about the ongoing trash issues.

Ongoing/Other Business

Laird reported that they are not extending hanging basket watering. DPS has started to remove dying baskets. They will leave the ones on the irrigation system up and remove at the end of September. Power washing is almost complete and should conclude on schedule.

The meeting adjourned at 9:05 a.m.

Next Meeting: Monday, October 27, 2025, at 8:30 a.m.

Business Development & Advertising & Marketing Committee Brainstorm
151 Martin Street, Conference Room 202
September 16, 2025, at 8:30 a.m.

J. Hockman called the meeting to order at 8:33 a.m.

In Attendance: J. Lundberg (Marketing Chair), Z. Kay (Marketing Vice Chair), B. Bouscher, A. Pohlod, S. Wolf, J. Hockman (Business Development Chair), S. Surnow (Business Development Vice-Chair), S. Quintal, C. Quezada, A. Thomas, M. Sharrak

Guests: None

Absent: M. McKenzie, E. Miller

Staff: E. Bassett, S. Hunter, S. Bahnsen

Public Comment: None

Downtown Guide

The committees reviewed the final draft of the Downtown Guide, with no further content changes. The guide is approved to move to production.

Social Media Special Project Brainstorm

Bassett presented the social media strategy, account stats and follower demographics, performance on the defined 2024 metrics and follower comparisons to other local downtown districts. She also presented the Visitor Profile Analysis report and demographic/psychographic information for the top two types of visitors that most frequent Downtown Birmingham. Additionally, an updated Downtown Usage Survey results presentation was shared.

The committee discussed the presented information and determined three goals for the Social Media Special Project:

- Increase Engagement
- Gain New Followers (with the focus on quality over quantity)
- Refine the Content

Bassett to interview multiple social media managers, content creators and photographers to bring ideas and cost proposals to both committees for review.

Meeting adjourned at 9:55 a.m.

NEXT MEETING DATE – October 28, 2025, at 8:30 a.m.

SCHEDULED TO OPEN/OPENED IN LAST 12 MONTHS

OCTOBER 2025

Office Occupancy Rate 87%

Retail Occupancy Rate 97%

Name of Business	Property Address	Street Name	Notes	Date of notification	Scheduled to Open/Moved/Opened in last 12 months
Design Within Reach	214	Maple Road, West	Furniture	09/24/25	Scheduled to Open
Snap Taco	126	Old Woodward, South	Dining	09/16/25	Scheduled to Open
FS8	34000	Woodward Avenue	Health & Fitness	08/25/25	Scheduled to Open
Hudson Avenue Partners	205	Pierce Street, Suite 99 LL	Investment Bank	07/28/25	Scheduled to Open
Bloom Bistro	239	Old Woodward, North	Dining	07/24/25	Scheduled to Open
Kemosabe	600	Old Woodward, North	Dining	07/24/25	Scheduled to Open
Elsa Arms, Estate & Couture	34164	Woodward Avenue, Suite 309	Furniture & Apparel	07/02/25	Scheduled to Open
Highline Trading	135	Old Woodward, North	Jeweler	06/17/25	Scheduled to Open
HealthMarkets	925	Maple Road, East	Insurance	06/17/25	Scheduled to Open
Street Beet	233	Old Woodward, North	Dining	06/17/25	Scheduled to Open
mane collab	730	Old Woodward, North	Salon	06/17/25	Scheduled to Open
Ideal Medical Massage	630	Old Woodward, North, Suite 303	Medical	06/17/25	Scheduled to Open
VITAstir	251	Merrill Street, East, Suite 202	Medical	06/12/25	Scheduled to Open
Reiki Euphoria	149	Pierce Street	Health & Wellness	04/28/25	Scheduled to Open
RH Gallery	300	Old Woodward, South	Home Furnishings	10/29/24	Scheduled to Open
St. Roger Abbey	215	Old Woodward, North	Bakery	09/27/25	Opened
Forward Commercial Group	240	Martin Street, Suite 200	Real Estate	09/24/25	Opened
CLEO Skin + Laser	670	Old Woodward, South	Medical Spa	09/16/25	Opened
Read My Lips	768	Old Woodward, North	Gift & Specialty	09/16/25	Opened
Playful Pathways	800	Old Woodward North	Medical	09/13/25	Opened
Metta & Moxie	800	Old Woodward North, Suite 210	Medical	09/13/25	Opened
Half-Moon Outfitters	34288	Woodward Avenue	Apparel , Sporting Goods	07/10/25	Opened
Yumiis	205	Maple Road, East	Food Specialties	07/15/25	Opened

SCHEDULED TO OPEN/OPENED IN LAST 12 MONTHS

OCTOBER 2025

Office Occupancy Rate 87%

Retail Occupancy Rate 97%

Name of Business	Property Address	Street Name	Notes	Date of notification	Scheduled to Open/Moved/Opened in last 12 months
Pure Glow	282	Maple Road, West	Salon	07/24/25	Opened
Shock Gelato	335	Maple Road, East	Food Specialties	07/17/25	Opened
Senior Simon	187	Old Woodward, South, Suite 208	Business Services	07/15/25	Opened
Shifty	187	Old Woodward, South, Suite 208	Business Services	07/15/25	Opened
Metals in Time	526	Old Woodward, North	Jeweler	07/10/25	Opened
Perspire Sauna Studio	1020	Haynes Street	Health/Fitness	07/10/25	Opened
The NOW Massage Birmingham	375	Hamilton Row	Health/Wellness	07/10/25	Opened
Banya	555	Old Woodward, South, Suite 27L	Health/Wellness	06/01/25	Opened
Bon Bon Bon	217	Old Woodward, South	Food Specialties	05/10/25	Opened
LaserAway	135	Maple Road, East	Medical	05/08/25	Opened
Solidcore	1000	Haynes Street	Health/Fitness	05/01/25	Opened
Bobbles and Lace	244	Maple Road, East	Apparel - Women	04/23/25	Opened
Drop 02	230	Merill Street, East	Mens	04/05/25	Opened
Revive Wellness & Skin Spa	1010	Bowers Street	Salon/Spa	03/13/25	Opened
La Pecora Nera	135	Pierce Street	Deli	03/11/25	Opened
Air Sculpt	555	Old Woodward, South, Suite 500	Medical	03/11/25	Opened
Teuta	168	Maple Road, West	Dining	03/10/25	Opened
Daycap	930	Maple Road, East	Deli	01/22/25	Opened
Marrow	283	Hamilton Row	Deli	01/21/25	Opened
Terra Kitchen & Cocktails	260	Old Woodward, North	Dining	01/21/25	Opened
MATTHILDUR X MARK KELLER	227	Old Woodward, South	Apparel - Women	01/21/25	Opened

SCHEDULED TO OPEN/OPENED IN LAST 12 MONTHS

OCTOBER 2025

Office Occupancy Rate 87%

Retail Occupancy Rate 97%

Name of Business	Property Address	Street Name	Notes	Date of notification	Scheduled to Open/Moved/Opened in last 12 months
Wilder's	460	Parkview	Dining	12/16/24	Opened
Sophia Jewelers	123	Maple Road, West	Jeweler	12/09/24	Opened
Flute World	1050	Webster Street	Specialty Retailers	12/09/24	Opened
Icon Anti-Aging & Aesthetics	110	Old Woodward, South	Medical	12/09/24	Opened
Bell Bistro	185	Old Woodward, North	Dining	11/06/24	Opened
Detroit Lashes	950	Maple Road, East, Suite 10	Salon/Spa	10/30/24	Opened
Robert Kidd Gallery	555	Old Woodward, South	Gallery	10/29/24	Opened
Café Origins	163	Maple Road, West	Food Specialties	10/15/24	Opened

Executive Committee Meeting Minutes

Birmingham City Hall, 151 Martin Street, Conference Room 202

September 25, 2025, at 8:30 a.m.

In Attendance: A. Pohlod, Z. Kay, J. Ecker, D. Fehan
Absent: M. McKenzie
Staff: E. Bassett

Pohlod called the meeting to order at 8:33 a.m.

Approval of Minutes: Motion by Kay, seconded by Fehan, to approve the minutes dated August 27, 2025. All ayes. Motion passed.

Public Comment: None

Board Anticipated Action Items and Presentations:

- **Sunbelt Contract:** Bassett presented the contract draft to the committee, advising that staff is waiting on final diesel fuel costs from Sunbelt. Motion by Ecker, seconded by Fehan to take the final Sunbelt contract to the BSD Board for approval.
- **Downtown Guide:** Bassett presented the final draft of the Downtown Guide to the committee for approval. The draft was also approved by both the Marketing and Business Development committees. Fehan requested a quote for book/perfect binding to compare to the saddle stitch option.

New Business

Committee Updates:

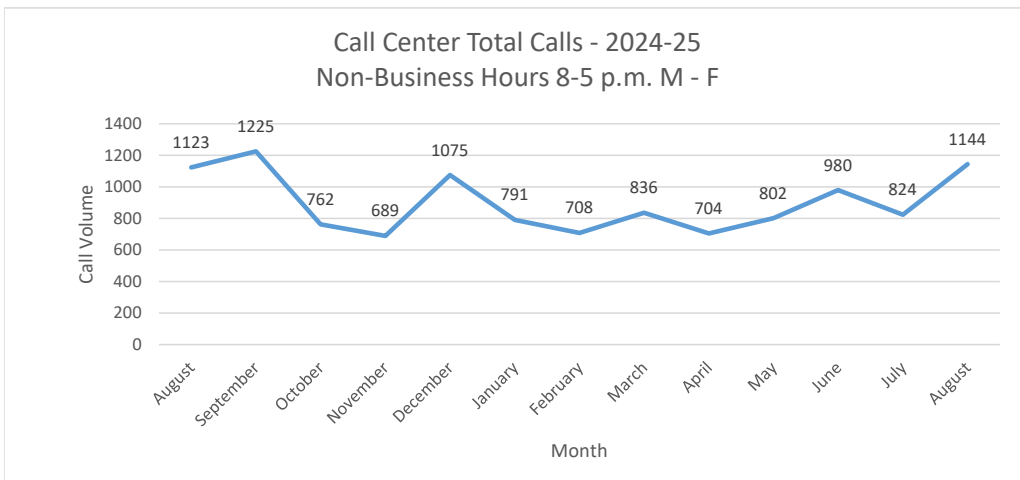
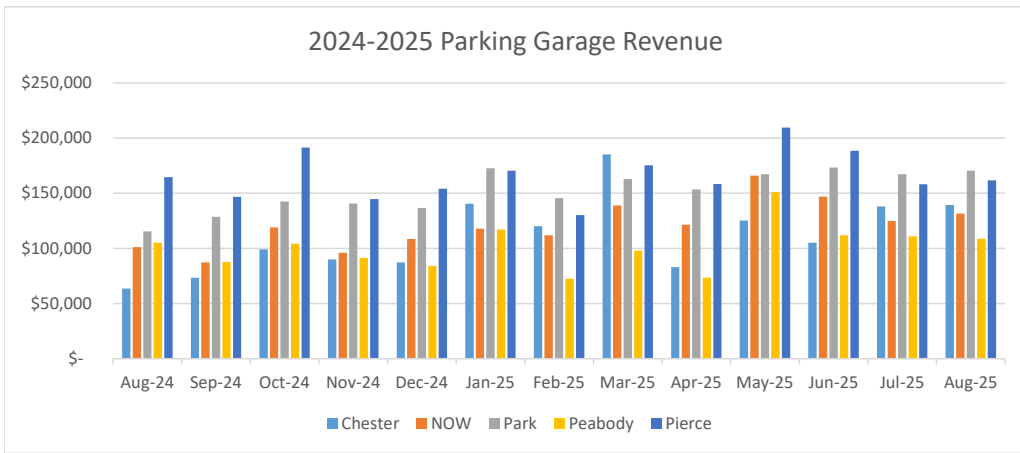
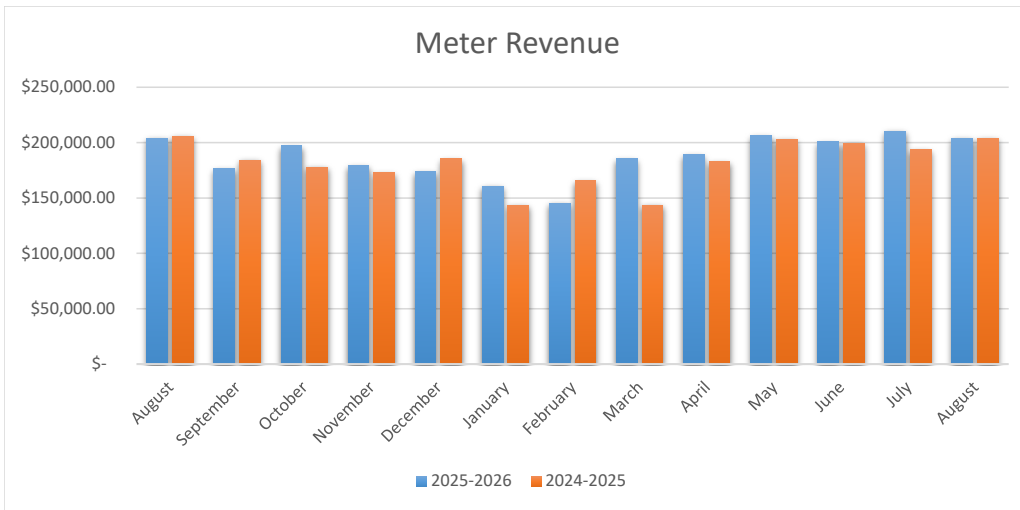
Kay, Pohlod and Bassett provided committee updates to the group.

Updates:

- **DPS Charges/Downtown Maintenance:** Bassett reported that BSD and DPS staff are working together to identify ways to maintain and possibly reduce Downtown Maintenance costs, and are closely monitoring the charges monthly to ensure accuracy.
- **Code Enforcement:** Bassett reported that she has been visiting businesses with the City's Code Enforcement Coordinator, to make business introductions and enhance communications.

Meeting adjourned at 9:41 a.m.

NEXT MEETING: Wednesday, October 29, 2025, at 8:30 a.m.



MONTHLY PARKING PERMITS SOLD					
	Chester	N. Old Woodward	Park	Peabody	Pierce
Unreserved	1192	990	1013	544	858
Evening	10	15	9	11	26
Total	1202	1005	1022	555	884

Auguat Call Center Breakdown

Facility	(All)
Row Labels	Count of Start
02-Credit Card Payment	95
03-Cash Payment	15
04-Invalid Ticket / Ticketless Options	105
05-Invalid Validation	8
06-Assistance On Site	9
07-Lost Ticket	69
08-Ghost Call	279
09-Vendor	8
10-Receipt	8
11-Equipment Issue	210
13-Monthly	108
15-3rd Party APP	1
16-Network - Audio/Video Issue	87
17-Insufficient Funds	13
24-General Information	52
25-Previous Call Vend	3
(blank)	75
Grand Total	1145

Facility	City of Birmingham Michigan - Chester St Garage
Row Labels	Count of Start
02-Credit Card Payment	4
03-Cash Payment	2
04-Invalid Ticket / Ticketless Options	6
05-Invalid Validation	1
07-Lost Ticket	8
08-Ghost Call	17
10-Receipt	6
11-Equipment Issue	1
13-Monthly	20
16-Network - Audio/Video Issue	6
17-Insufficient Funds	1
24-General Information	4
(blank)	2
Grand Total	78

Facility	City of Birmingham Michigan - Old North Woodward
Row Labels	Count of Start
02-Credit Card Payment	15
03-Cash Payment	3
04-Invalid Ticket / Ticketless Options	34
05-Invalid Validation	2
06-Assistance On Site	2
07-Lost Ticket	17
08-Ghost Call	72
09-Vendor	6
11-Equipment Issue	30
13-Monthly	17
16-Network - Audio/Video Issue	17
17-Insufficient Funds	2
24-General Information	27
25-Previous Call Vend	1
(blank)	21
Grand Total	266

Facility	City of Birmingham Michigan - Park St. Garage
Row Labels	Count of Start
02-Credit Card Payment	20
03-Cash Payment	6
04-Invalid Ticket / Ticketless Options	16
05-Invalid Validation	2
07-Lost Ticket	12
08-Ghost Call	41
10-Receipt	2
11-Equipment Issue	5
13-Monthly	17
16-Network - Audio/Video Issue	15
17-Insufficient Funds	4
24-General Information	5
25-Previous Call Vend	1
(blank)	10
Grand Total	156

Facility	City of Birmingham Michigan - Peabody Garage
Row Labels	Count of Start
02-Credit Card Payment	18
03-Cash Payment	2
04-Invalid Ticket / Ticketless Options	19
05-Invalid Validation	3
07-Lost Ticket	7
08-Ghost Call	37
11-Equipment Issue	50
13-Monthly	9
16-Network - Audio/Video Issue	15
17-Insufficient Funds	1
24-General Information	4
25-Previous Call Vend	1
(blank)	9
Grand Total	175

Facility	City of Birmingham Michigan - Pierce Garage
Row Labels	Count of Start
02-Credit Card Payment	38
03-Cash Payment	2
04-Invalid Ticket / Ticketless Options	30
06-Assistance On Site	7
07-Lost Ticket	25
08-Ghost Call	112
09-Vendor	2
11-Equipment Issue	124
13-Monthly	45
15-3rd Party APP	1
16-Network - Audio/Video Issue	34
17-Insufficient Funds	5
24-General Information	12
(blank)	33
Grand Total	470

FREE PARKING REPORT

July 2025

GARAGE	TOTAL CARS	FREE CARS	CASH REVENUE	% FREE VEHICLES
CHESTER	6,083	3,082	\$19,806.00	51%
OLD WOODWARD	14,987	7,526	\$47,274.00	50%
PARK	25,111	11,338	\$75,177.00	45%
PEABODY	22,229	12,652	\$51,700.00	57%
PIERCE	23,697	11,207	\$75,786.00	47%
TOTALS	92,107	45,805	\$269,743.00	50%

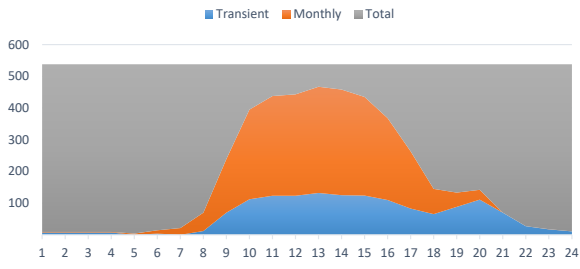
Paying cars	Rate per
3,001	\$6.60
7,461	\$6.34
13,773	\$5.46
9,577	\$5.40
12,490	\$6.07
	\$5.97

August 2025

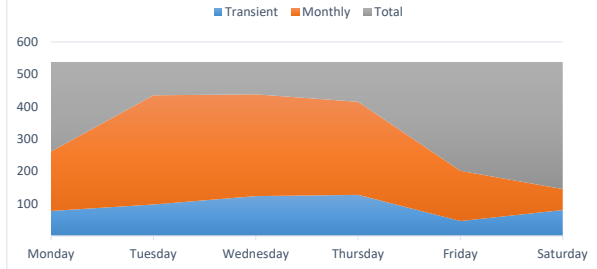
GARAGE	TOTAL CARS	FREE CARS	CASH REVENUE	% FREE VEHICLES
CHESTER	7,702	4,076	\$21,258.00	53%
OLD WOODWARD	13,691	7,069	\$41,870.00	52%
PARK	26,829	13,354	\$74,800.00	50%
PEABODY	23,187	13,799	\$49,908.00	60%
PIERCE	26,003	12,363	\$83,048.00	48%
TOTALS	97,412	50,661	\$270,884.00	52%

Paying cars	Rate per
3,626	\$5.86
6,622	\$6.32
13,475	\$5.55
9,388	\$5.32
13,640	\$6.09
	\$5.83

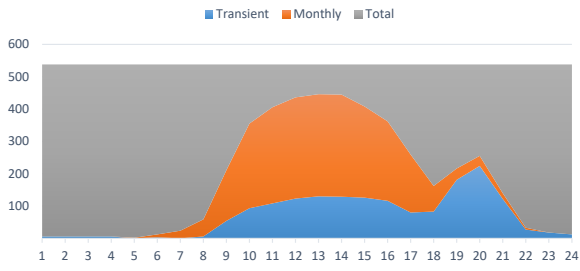
Chester Occupancy Wednesday 8/6/25



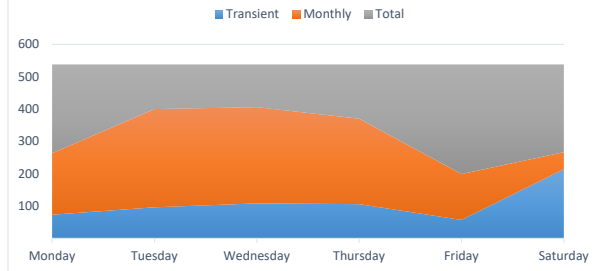
Chester Occupancy Week of 8/9/25



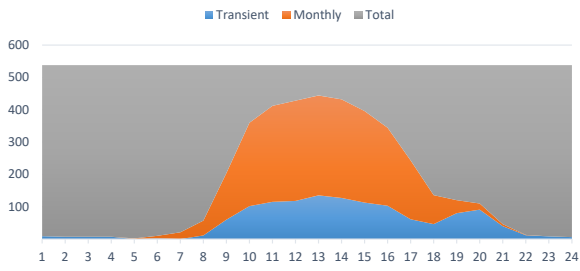
Chester Occupancy Wednesday 8/13/25



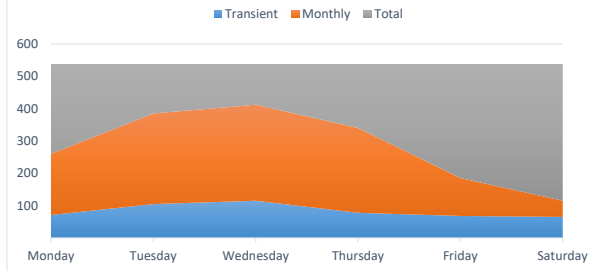
Chester Occupancy Week of 8/16/25



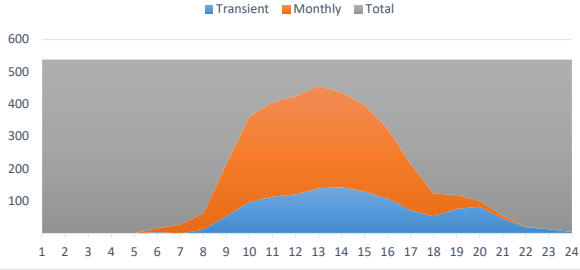
Chester Occupancy Wednesday 8/20/25



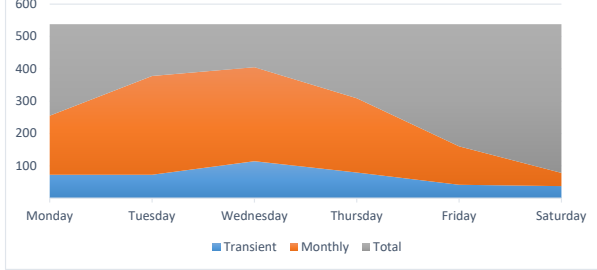
Chester Occupancy Week of 8/23/25

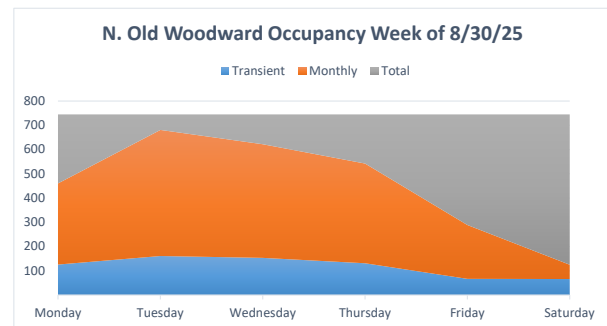
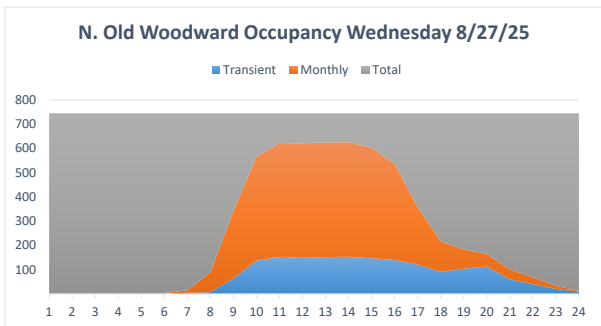
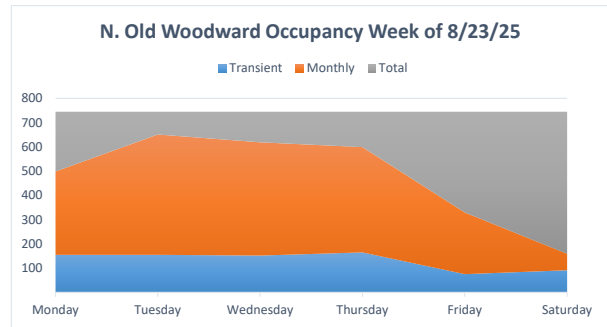
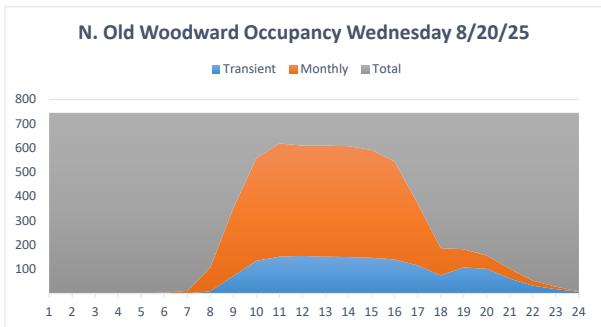
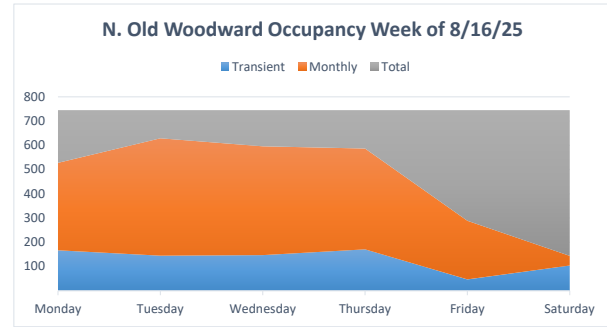
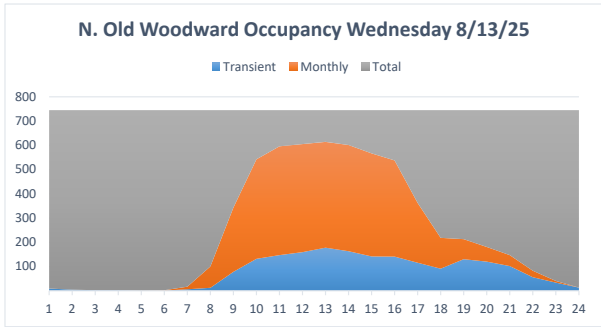
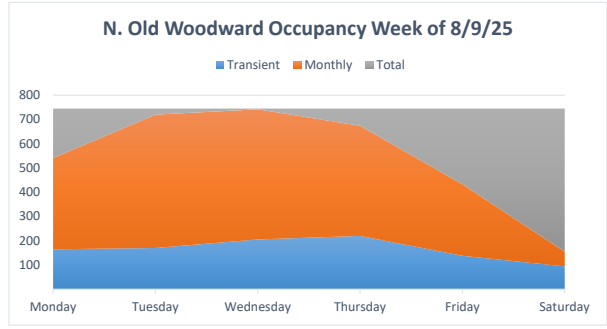
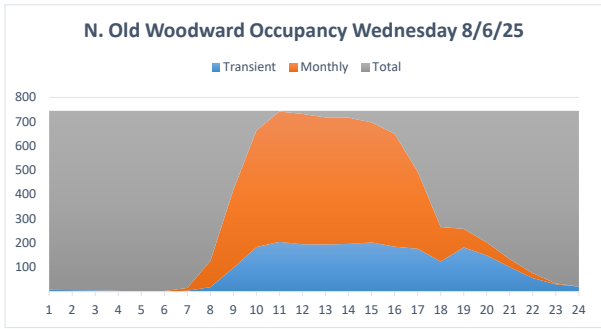


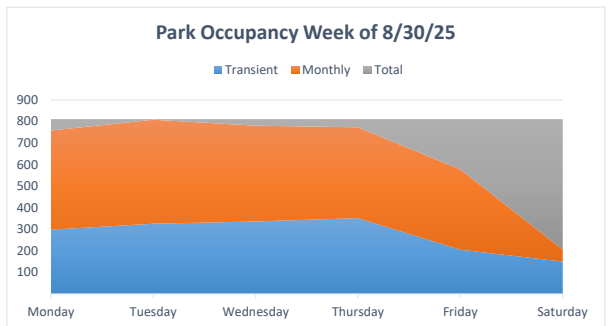
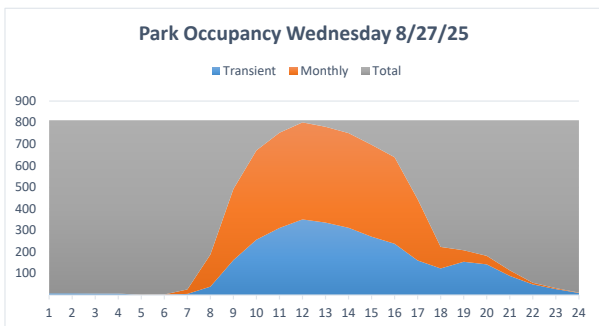
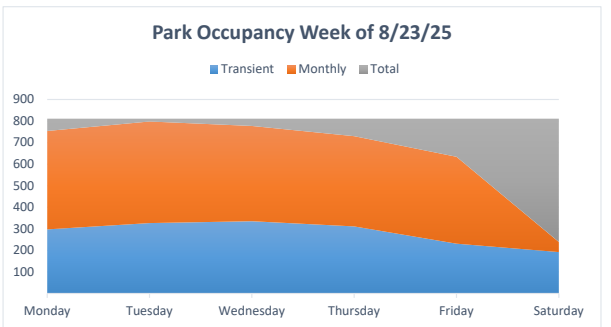
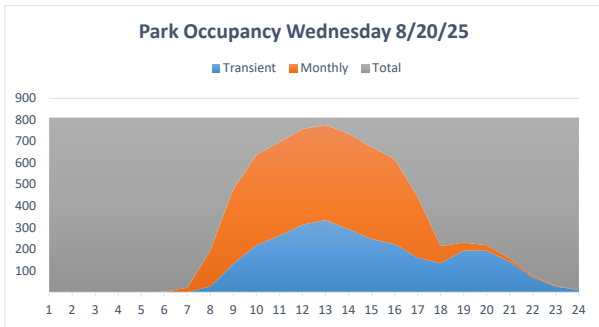
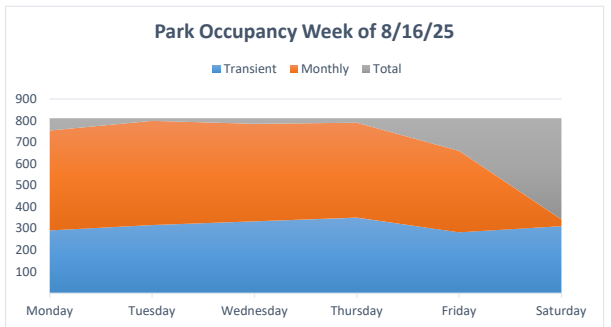
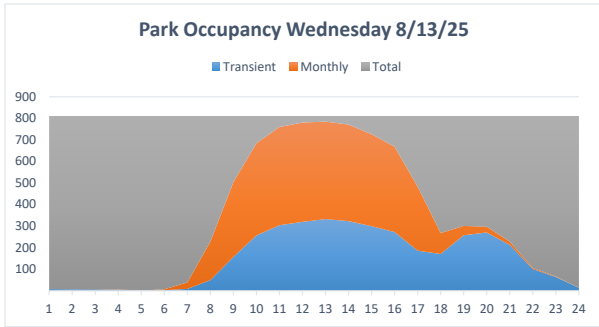
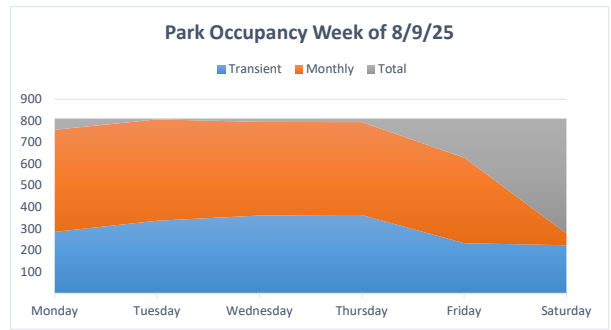
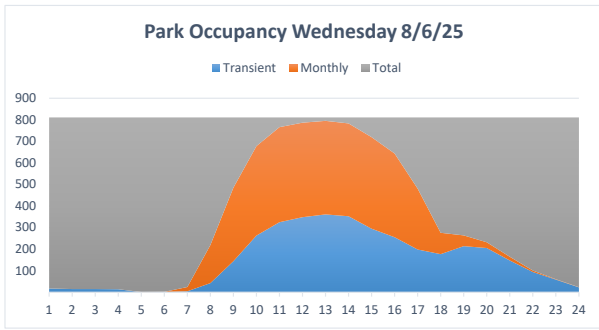
Chester Occupancy Wednesday 8/27/25

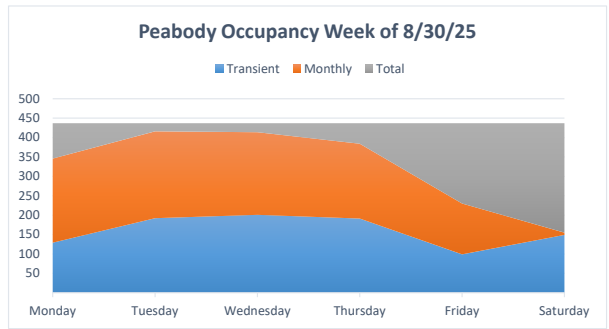
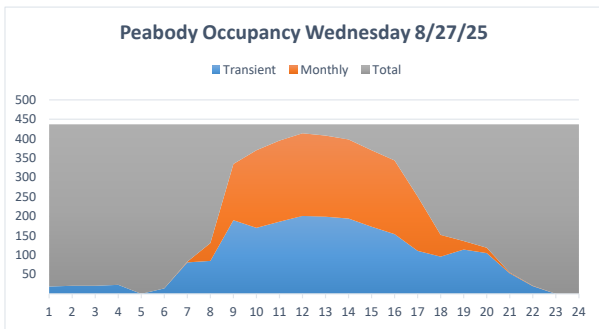
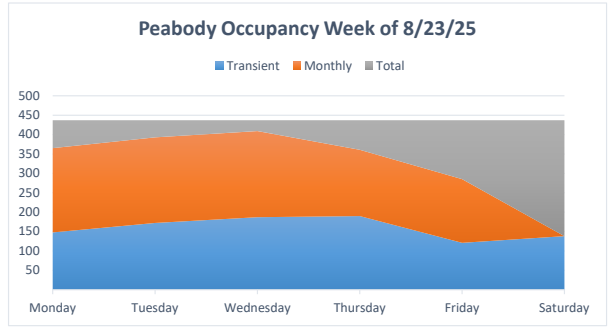
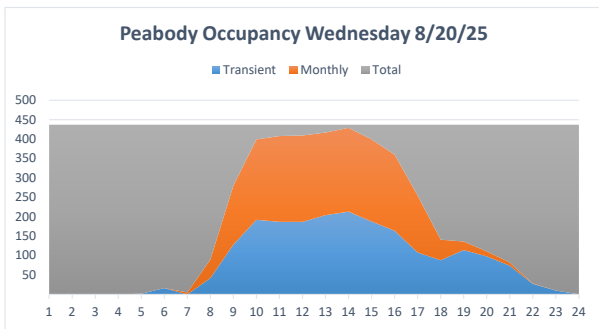
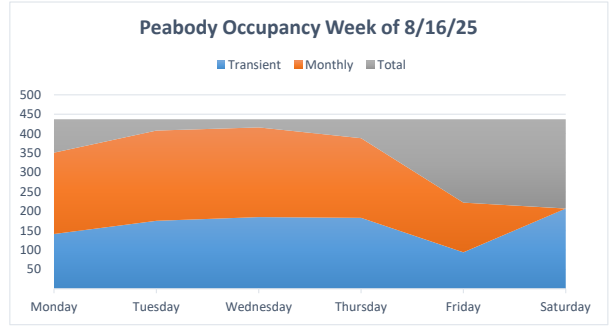
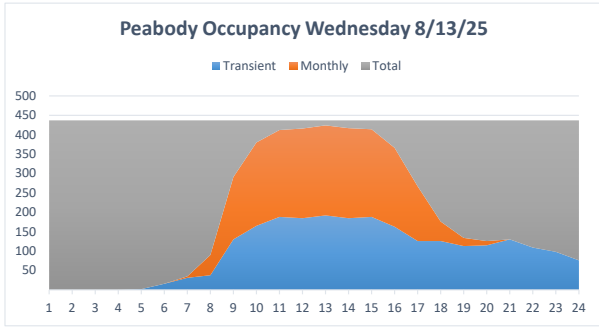
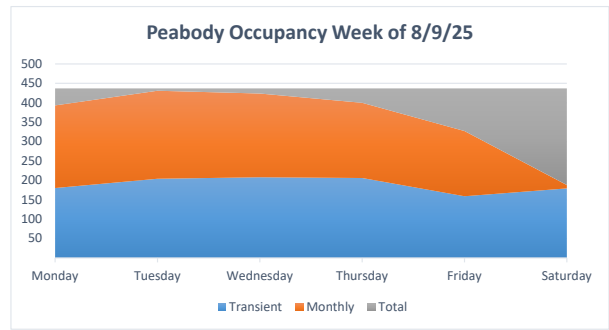
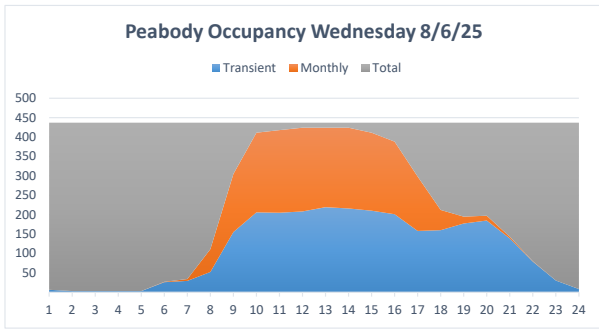


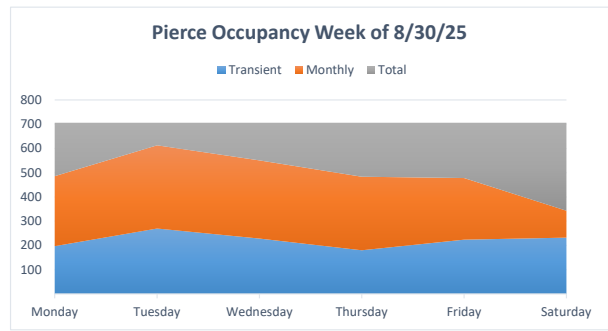
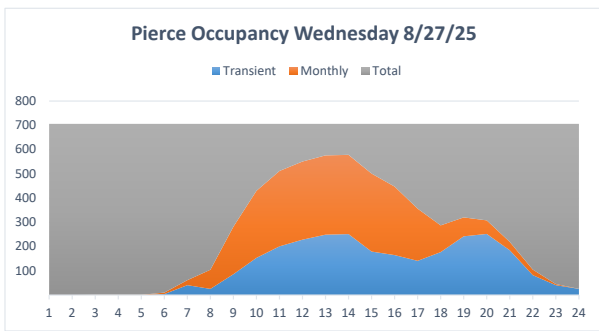
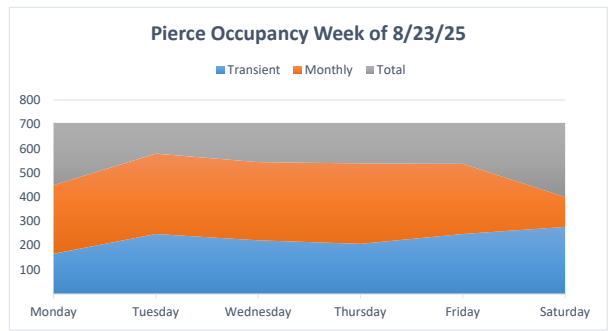
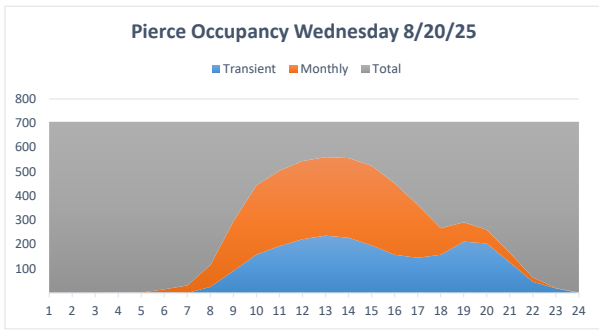
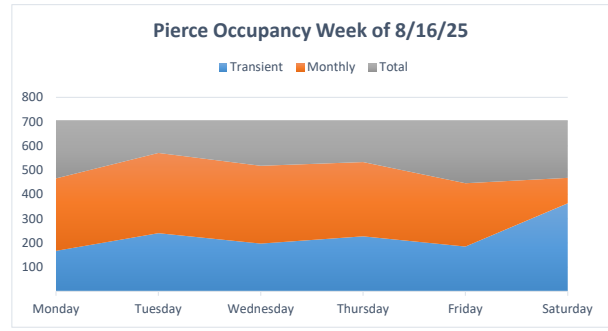
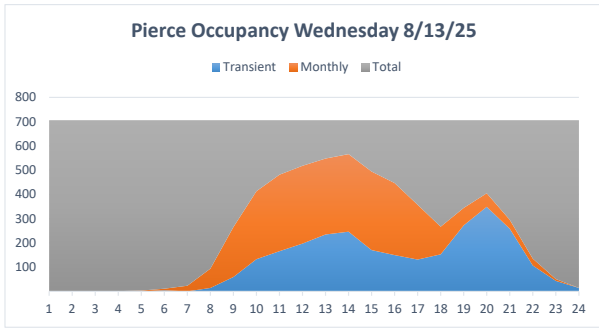
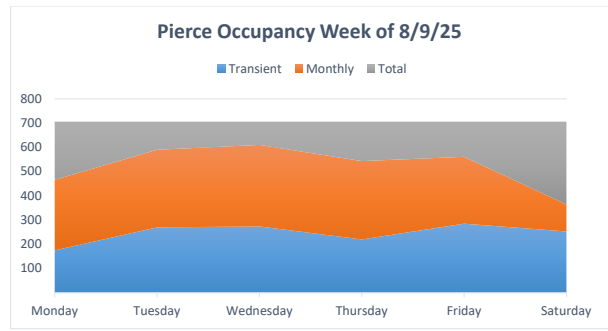
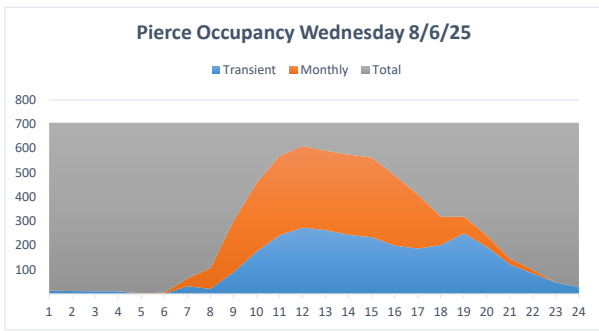
Chester Occupancy Week of 8/30/25



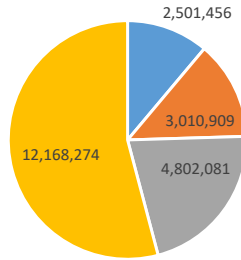






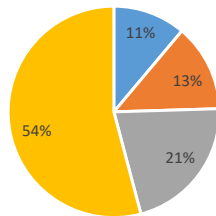


August - Total Minutes - 10,314,446 Out of 22,482,720



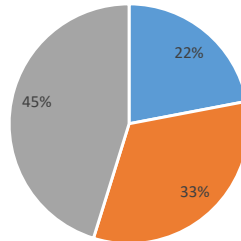
■ Cash ■ Credit Card ■ ParkMobile ■ Unused Minutes

August Meters - Total Minutes Used - 10,314,446 Out of 22,482,720



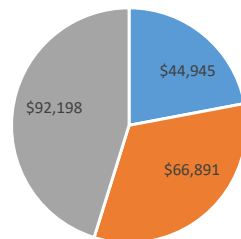
■ Cash ■ Credit Card ■ ParkMobile ■ Unused Minutes

August Meters- % of Total Revenue - \$204,033



■ Cash ■ Credit Card ■ ParkMobile

August Meters - Total Revenue



■ Cash ■ Credit Card ■ ParkMobile

Row Labels	Sum of Minutes@Total	# of Metered Spaces	Hours Per Day	Days Per Month	Minutes Per Hour	Total Minutes	% Full
7901	7,411.53	13	12	26	60	243,360.00	3%
7902	9,995.05	5	12	26	60	93,600.00	11%
7903	93,880.20	12	12	26	60	224,640.00	42%
7904	75,344.58	5	12	26	60	93,600.00	80%
7905	105.00	5	12	26	60	93,600.00	0%
7906	240.00	2	12	26	60	37,440.00	1%
7907	108,702.75	7	12	26	60	131,040.00	83%
7908	45,189.27	3	12	26	60	56,160.00	80%
7909	280,004.10	17	12	26	60	318,240.00	88%
7910	165,964.18	14	12	26	60	262,080.00	63%
7911	274,132.45	19	12	26	60	355,680.00	77%
7913	135,079.47	7	12	26	60	131,040.00	103%
7914	338,165.15	28	12	26	60	524,160.00	65%
7915	63,441.42	6	12	26	60	112,320.00	56%
7916	99,625.93	6	12	26	60	112,320.00	89%
7917	182,393.02	15	12	26	60	280,800.00	65%
7918	123,844.80	11	12	26	60	205,920.00	60%
7919	381,438.58	28	12	26	60	524,160.00	73%
7920	20,731.45	3	12	26	60	56,160.00	37%
7921	81,701.53	8	12	26	60	149,760.00	55%
7922	24,612.32	2	12	26	60	37,440.00	66%
7923	264,561.55	20	12	26	60	374,400.00	71%
7924	316,148.95	53	12	26	60	992,160.00	32%
7925	267,503.03	107	12	26	60	2,003,040.00	13%
7926	426,154.20	68	12	26	60	1,272,960.00	33%
7927	35,098.72	4	12	26	60	74,880.00	47%
7928	308,694.42	35	12	26	60	655,200.00	47%
7929	80,662.90	7	12	26	60	131,040.00	62%
7930	127,186.98	11	12	26	60	205,920.00	62%
7931	492,413.12	49	12	26	60	917,280.00	54%
7932	173,820.95	17	12	26	60	318,240.00	55%
7933	40,286.35	27	12	26	60	505,440.00	8%
7934	181,510.45	13	12	26	60	243,360.00	75%
7935	27,414.95	3	12	26	60	56,160.00	49%
7936	115,069.23	12	12	26	60	224,640.00	51%
7937	242,578.90	17	12	26	60	318,240.00	76%
7938	95,148.33	8	12	26	60	149,760.00	64%
7939	201,484.12	15	12	26	60	280,800.00	72%
7940	140,932.85	11	12	26	60	205,920.00	68%
7942	54,973.35	5	12	26	60	93,600.00	59%
7943	29,336.57	2	12	26	60	37,440.00	78%
7944	61,007.02	7	12	26	60	131,040.00	47%
7945	28,834.05	3	12	26	60	56,160.00	51%
7946	14,601.65	8	12	26	60	149,760.00	10%
7947	11,726.35	14	12	26	60	262,080.00	4%
7948	15,162.17	8	12	26	60	149,760.00	10%
7949	6,432.00	2	12	26	60	37,440.00	17%
7950	40,244.83	3	12	26	60	56,160.00	72%
7951	43,446.65	9	12	26	60	168,480.00	26%
7952	5,372.07	12	12	26	60	224,640.00	2%
7953	34,169.70	4	12	26	60	74,880.00	46%
7954	234,532.83	16	12	26	60	299,520.00	78%
7955	125,934.20	13	12	26	60	243,360.00	52%
7956	75,894.13	8	12	26	60	149,760.00	51%
7957	47,469.77	3	12	26	60	56,160.00	85%
7958	94,901.15	9	12	26	60	168,480.00	56%
7959	92,681.92	9	12	26	60	168,480.00	55%
7960	79,884.33	6	12	26	60	112,320.00	71%
7961	31,731.17	7	12	26	60	131,040.00	24%
7962	64,540.63	7	12	26	60	131,040.00	49%
7963	103,362.12	10	12	26	60	187,200.00	55%
7964	78,562.15	9	12	26	60	168,480.00	47%
7965	14,250.10	5	12	26	60	93,600.00	15%
7966	94,472.82	11	12	26	60	205,920.00	46%
7967	22,336.93	5	12	26	60	93,600.00	24%
7968	1,643.00	8	12	26	60	149,760.00	1%
7969	3,295.82	5	12	26	60	93,600.00	4%
7970	16,673.58	5	12	26	60	93,600.00	18%
7971	71,158.07	7	12	26	60	131,040.00	54%
7972	17,903.87	5	12	26	60	93,600.00	19%
7973	78,768.77	13	12	26	60	243,360.00	32%
7974	96,895.05	11	12	26	60	205,920.00	47%
7975	210,214.83	19	12	26	60	355,680.00	59%
7976	99,677.83	8	12	26	60	149,760.00	67%
7978	92,965.80	11	12	26	60	205,920.00	45%
7979	481,387.68	31	12	26	60	580,320.00	83%
7980	313,958.25	22	12	26	60	411,840.00	76%
7981	311,568.48	25	12	26	60	468,000.00	67%
7982	454,944.42	48	12	26	60	898,560.00	51%
7983	2,897.88	4	12	26	60	74,880.00	4%
7984	72,100.20	5	12	26	60	93,600.00	77%
7985	73,423.70	5	12	26	60	93,600.00	78%
79101	35,880.98	19	12	26	60	355,680.00	10%
79102	215,094.50	41	12	26	60	767,520.00	28%
79103	3,525.00	5	12	26	60	93,600.00	4%
79104	19,275.28	10	12	26	60	187,200.00	10%
79105	536.02	2	12	26	60	37,440.00	1%
79106	6,762.20	4	12	26	60	74,880.00	9%
zone1	79,361.52						
Grand Total	10,314,446.17					22,482,720.00	





Birmingham Shopping District Attendance Record

Name of Board: Birmingham Shopping District

Year: 2025

Members Required for Quorum: 7

MEMBER NAME	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	SPEC MTG	SPEC MTG	Total Mtgs. Att.	Total Absent	Percent Attended Available
REGULAR MEMBERS																	
Jana Ecker	A	CP	P	A	P	A	A	P	P						4	4	50%
Beth Hussey	P	CP	P	P	P	P	P	P	P						8	0	100%
Zachery Kay	P	CP	P	P	P	P	P	P	P						8	0	100%
Jessica Lundberg	P	CP	P	P	P	AE	P	Ae	P						6	2	75%
Mike McKenzie	P	CP	A	P	P	P	P	P	A						6	2	75%
Amy Pohlod	P	CP	P	P	P	P	A	P	P						7	1	88%
Bill Roberts	P	CP	P	AE	P	P	P	P	P						7	1	88%
Minna Sharrak	NA	NA	NA	NA	A	P	P	P	P						4	1	80%
Sam Surnow	A	CP	P	A	P	P	P	P	P						6	2	75%
Michele Taddei	P	CP	P	P	P	P	P	P	P						8	0	100%
Sloane Wolf	P	CP	P	P	P	P	P	P	P						8	0	100%
Member Name															0	0	#DIV/0!
															0	0	#DIV/0!
															0	0	#DIV/0!
Reserved															0	0	#DIV/0!
Doug Fehan	P	CP	P	P	A	P	P	P	P						7	1	88%
Sarvy Lipari	P	CP	P	A	P	P	P	P	P						7	1	88%
Present or Available	8	10	9	7	10	9	9	10	10	0	0	0	0	0%			

- KEY:**
- A** = Member absent
 - Ae** = Member absent excused
 - P** = Member present or available
 - CP** = Member available, but meeting canceled for lack of quorum
 - CA** = Member not available and meeting was canceled for lack of quorum
 - NA** = Member not appointed at that time
 - NM** = No meeting scheduled that month
 - CM** = Meeting canceled for lack of business items

Department Head Signature

Birmingham Shopping District Board and Committee Meetings 2025

Month	BSD Board	Executive Committee	Business Development Committee	Maintenance and Capital Improvements Committee	Marketing and Advertising Committee	Special Events Committee	Tourism Advisory
January	*1/9/2025	*1/30/25	1/28/2025	*1/21/2025	1/8/2025	1/10/2025	
February	2/6/2025	2/26/2025	2/25/2025	2/11/2025	2/12/2025		
March	3/6/2025	3/26/2025	*3/18/25	3/11/2025	3/12/2025	*3/7/25	
April	4/3/2025	4/23/2025	*4/29/2025	*4/15/2025	4/9/2025	4/11/2025	4/10/2025
May	5/1/2025	5/28/2025	5/27/2025	5/13/2025	5/14/2025	5/9/2025	
June	6/5/2025	6/25/2025	6/24/2025	6/10/2025	6/11/2025	6/13/2025	
July	*7/10/25	7/23/2025	7/22/2025	7/8/2025	7/9/2025	7/11/2025	
August	8/7/2025	8/27/2025	8/26/2025	8/12/2025	8/13/2025	8/8/2025	
September	9/4/2025	*9/25/25	*9/16/25	9/9/2025	9/10/2025	9/12/2025	9/24/2025
October	*10/9/25	10/29/2025	10/28/2025	*10/27/25	*10/8/25	10/10/2025	
November	11/6/2025	11/26/2025	11/25/2025	*11/18/25	11/12/2025	11/14/2025	
December	12/4/2025	*12/17/25	*12/16/25	12/9/2025	12/10/2025	12/12/2025	

*Notes date outside of typical meeting cadence

Committee	Typical Meeting Cadence	Time of Day
BSD Board	1st Thursday of the month	8:30 AM
Executive Committee	2 Wednesdays before Board Meeting	8:30 AM
Business Development Committee	4th Tuesday of the month	8:30 AM
Maintenance and Capital Improvements Committee	2nd Tuesday of the month	8:30 AM
Marketing and Advertising Committee	2nd Wednesday of the month	8:30 AM
Special Events Committee	2nd Friday of the month	8:30 AM
Tourism Advisory	Twice a year	10:00 AM