

City of Birmingham
Birmingham Shopping District Meeting Minutes
Thursday, January 8, 2026 - 8:30 a.m.
The Community House
Birmingham, MI 48009

Minutes of the meeting of the Birmingham Shopping District Board held on Thursday, January 8, 2026, at 8:30 a.m. at The Community House.

1. CALL TO ORDER AND ROLL CALL OF BOARD

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

ABSENT: McKenzie, Surnow

ADMINISTRATION: Bassett, Brook

GUEST(S): Mary Chavez, Melissa Mark

2. RECOGNITION OF VISITORS

3. FINANCE REPORT – CHAVEZ

Chavez reported that fiscal year 2025 is now officially closed. At the end of the fiscal year, the BSD had a fund balance exceeding \$1.8 million. Cash investments are strong and liabilities are low.

The fund balance at the end of November was \$1.4 million which is typical due to the timing of assessments being paid early in the calendar year. Bills for 2026 assessments will be mailed this month.

4. APPROVAL OF CONSENT AGENDA

Consent agenda consisted of the:

- a. Approval of the BSD Board minutes from December 4, 2025
- b. Approval of vouchers – December 2025
- c. Absence Waivers – Lundberg, Taddei

MOTION: Motion by Kay, seconded by Hussey, to approve the BSD Board minutes from December 4, 2025, vouchers from December 2025, and absence waiver for Lundberg and Taddei.

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

Motion passed.

5. NEW BUSINESS

a. BSD Board Officer Elections

Pohlod shared the board needs to elect a chair, vice chair, and a secretary. At last month's meeting Pohlod was nominated for chair, Kay was nominated for vice chair, and Lipari was nominated for secretary.

MOTION: Motion by Ecker, seconded by Lundberg, to elect Pohlod as BSD board chair.

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

Motion passed.

MOTION: Motion by Wolf, seconded by Roberts, to elect Kay as BSD board vice chair.

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

Motion passed.

MOTION: Motion by Wolf, seconded by Ecker, to elect Lipari as BSD board secretary.

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

Motion passed.

b. BSD Executive Committee Appointments

Pohlod explained that there are five members of the executive committee. McKenzie recently let Pohlod know that he is no longer able to serve as a part of the executive committee. Pohlod suggested appointing Wolf to fill the vacant position as she would be able to represent both the business development and marketing committees.

MOTION: Motion by Lundberg, seconded by Kay, to appoint Wolf to the executive committee.

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

Motion passed.

c. Fiscal Year End 2027 Budget Draft

Bassett reviewed the draft of the budget for the FYE2027. She highlighted some changes to committee budgets including an increase in the marketing budget due to the outsourcing of social media management. In the special events budget she accounted for making some needed repairs to Santa House.

Alley improvements and purchasing a new Christmas tree will fall under capital improvements since they will be one-time expenses.

The budget, as drafted, will use some of the fund balance to cover capital improvements and special projects. Pohlod added that it is okay to use a portion of the fund balance, but that cannot be done every year.

MOTION: Motion by Kay, seconded by Sharrak, to approve the FYE 2027 budget as presented.

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

Nays: none

Absent: Lundberg, Taddei

Motion passed.

6. PRESENTATIONS

7. OLD BUSINESS

8. REPORTS

a. COMMITTEE REPORTS

SPECIAL EVENTS - KAY

Kay shared that Santa Walk and Winter Markt went well. Vendors were pleased with the new tent company and people liked the adjusted layout with tents in front of City Hall.

Food trucks are lined up for the BRRmingham Blast which is scheduled for January 24th.

MARKETING & ADVERTISING - LUNDBERG

No meeting held.

MAINTENANCE/CAPITAL IMPROVEMENTS - LIPARI

No meeting held.

BUSINESS DEVELOPMENT

No meeting held.

APPROVED

EXECUTIVE COMMITTEE REPORT – POHLOD

No report.

b. WAYFINDING

No report.

c. ADVISORY PARKING COMMITTEE

Taddei reported that the committee is looking at possible rate increases. Additional revenue would be used to create a fund to help with environmental issues. Current renovations to the garages are being paid for using fund balance.

d. EXECUTIVE DIRECTOR REPORT

Bassett reviewed the timeline for the new budget. The Year in Review document will be mailed with assessment bills. Bassett reminded the board that this is the final year with this assessment. 2027 will start a new 3-year assessment cycle. This involves getting approval from City Commission.

The City's Long Range Planning session will be held on January 24th.

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

Mark shared that she likes the idea of a larger Christmas tree for Shain Park.

12. ADJOURNMENT – 9:34 A.M.

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



Amy Pohlod, BSD Board Chair

2/5/2026

Date