



The Shopping District

**Birmingham Shopping District Agenda
Thursday May 3, 2018 - 8 a.m.**

**The Community House
380 South Bates Street, Birmingham, MI 48009**

1. Call to order and Roll Call of Board
2. Recognition of Visitors
3. Approval of Minutes for April 5, 2018
4. Board Member Comments
5. Reports:
 - a. Finance Report
 - b. Executive Director Report – Tighe
 - c. Committee Reports:
 - i. Special Events – Astrein
 - ii. Marketing & Advertising – Daskas
 - iii. Maintenance and Capital Improvements – Quintal
 - iv. Business Development – Surnow
 - v. Executive Board Report – Hockman
 - d. Parking Report – March
 - e. Chamber Report
 - f. Community House Report
6. Approval of Vouchers – May
7. Old Business
8. New Business
 - a. Birmingham Bonus Bucks Phase Two approval
9. Information
 - a. Retail Activity
 - b. Announcements
 - c. Letters, Board Attendance & Monthly Meeting Schedule
10. Public Comments
11. Adjournment

Birmingham Shopping District Mission Statement

We strive to provide leadership in marketing, advertising and promotion of the Birmingham Shopping District.

We actively work to promote a district that is exciting, clean, safe and pedestrian-friendly and ensure that the district continues to serve as a center for business, service, social and community activities.

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) 644-5115 (for the hearing impaired) at least one day before the meeting to request help in mobility, visual, hearing, or other assistance.

Las personas con incapacidad que requieren algún tipo de ayuda para la participación en esta sesión pública deben ponerse en contacto con la oficina del escribano de la ciudad en el número (248) 530-1800 o al (248) 644-5115 (para las personas con incapacidad auditiva) por lo menos un día antes de la reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964).

City of Birmingham
Birmingham Shopping District Proceeding
Thursday, April 5, 2018 8 a.m.
The Community House
Birmingham, MI 48009

Minutes of the meeting of the Birmingham Shopping District Board held Thursday, April 5, 2018, at 8:03 a.m. in The Community House.

1. CALL TO ORDER AND ROLL CALL OF BOARD

PRESENT: Astrein, A.-Woods, Daskas, Eid, Fehan, Quintal, Roberts, Solomon, Surnow, Valentine

ABSENT: Hockman, Pohlod

ALSO PRESENT: Joe Bauman

ADMINISTRATION: Tighe, Brook

2. RECOGNITION OF VISITORS

Ara Darakjian, Austin Morin, David Hohendorf

3. APPROVAL OF MINUTES

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

VOTE: Yeas, 10 Nays, 0 Absent, 2

4. BOARD MEMBER COMMENTS

Valentine let everyone know that the Old Woodward Reconstruction Project is off to a good start. There was a successful kick-off event last week and the contractor is making good progress. For more updates, he reminded board members that they can sign-up for emailed updates if they haven't already done so.

5. REPORTS

a. FINANCE REPORT – TIGHE

Revenue & Expense sheet shows that we are 2/3 of the way through the fiscal year and have spent under 60% of our budget, which is a healthy position.

The Balance sheet also shows us in a healthy position with a balance of \$857,796. Cash flow at eight months is higher than anticipated due to being judicious about spending. With assessments being paid during January and February this is typically the highest point in the year.

b. EXECUTIVE DIRECTOR REPORT - TIGHE

Tighe thanked those board members who were able to attend the Construction Kick-Off Celebration and thanked the Special Events Committee for suggesting it be an afternoon family touch-a-truck event. Tighe estimated 150-200 people were in attendance. She said that so far feedback from merchants regarding construction and the communication of information has been positive.

c. COMMITTEE REPORTS:

SPECIAL EVENTS - ASTREIN

Astrein gave a brief overview of the Birmingham Bonus Bucks program that will be running April 9th – July 15th. Shoppers are eligible to receive \$20 of Birmingham Bonus Bucks for each \$100 spent at a BSD retailer or \$200 spent at a BSD restaurant up to a maximum of \$100 per person per month.

Applications are currently being received for the Birmingham Construction Art Contest to decorate the construction barricades. Currently, approximately 15 have been received. Another eblast is scheduled to promote this contest again.

The committee is also exploring a possible mid-construction event, maybe a Chocolate Walk.

The committee unanimously confirmed the date for Day on the Town - Saturday, July 28th.

MARKETING & ADVERTISING - DASKAS

Daskas said that edits for the next Birmingham Magazine are underway and the new website will be live soon.

Advertisements will be placed in Detroit Business and Detroit Home.

MAINTENANCE/CAPITAL IMPROVEMENTS - QUINTAL

The committee selected In House Valet to handle valet parking during construction. This company already works in Birmingham which gave the committee an extra level of comfort.

There will be 45 fewer hanging baskets this summer due to construction and the committee decided to no longer have 20 baskets on the north end of town due to tree growth and the fact that it has become difficult to see the baskets.

Different bulb options are being discussed for the lights on Merrill.

BUSINESS DEVELOPMENT - SURNOW

Surnow said that the committee is working to revamp some initiatives in an effort to have a consistent and fair framework. This will apply to tenant recruitment as well as to retention. It is important that everyone is treated fairly and that information is protected.

The committee is working to develop a template for a standard marketing package and would like all vacancies to be shown on the BSD website.

Buxton offers LSMX and the committee would like to see more retailers using it. They are working with a retailer to do a demo.

The committee is planning to meet on a regular basis and will work to reach out to property owners to let them know that we are providing a resource to them.

Fehan commented that this is a giant step forward and suggested that if we can make it easy for property owners and they put a little effort into it, they will then buy-in.

Daskas asked if Buxton has provided list of 20 prospects yet. Tighe said that they are in the process of vetting the contacts. Tighe will be going to Las Vegas where she will be meeting with these prospects.

EXECUTIVE BOARD REPORT

There was no Executive Board Report

d. PARKING REPORT

Astrein explained that the BSD has put money and resources in to keeping parking running smoothly, especially during construction.

Valentine shared that the City is asking monthly parkers to move up in the structure to leave the first level and lower levels open to short term (three hours or less) parkers. Valet assist will be available on the roof and will open up 250 spaces. Signage will direct permit parkers to upper levels.

Although over 100 spaces will be lost during construction, the gained spaces with valet assist on the roof allow for a net increase of parking spaces.

The Parking Advisory Committee is proposing to City Commission that all structure parking be free on Saturdays during construction. They are also looking to rent the lot at Maple and Woodward to allow for 150 additional spaces for permit parking.

May and December tend to be peak months for parking so they are trying to make things as convenient as possible for people to visit Birmingham.

Tighe shared that 200 cars used valet in the first week of construction and that this is a slow week because of Spring Break.

Daskas commented that she has been promoting the construction valet in all of the emails that she sends her customers.

Ara Darakjian said that he was pleased to hear this information and thinks that it is important for updates like this to go out to all Birmingham retailers. He said that the perception is that the City is not doing anything to help with parking and it would make a difference in coffee shop conversation if people had more information.

Valentine acknowledged that there is not a quick fix to this problem, but it is an ongoing process and the hiring of a consultant should help thing continue to progress. Once plans have been approved they will work to share the message with the community.

Darakjian asked for maps to be distributed. Tighe shared that they have been ordered and will be delivered to retailers in the next few days.

e. CHAMBER REPORT

Bauman reported that his team is working on the Village Fair and its pre-party. He explained that they have plans in place to properly take care of parking during the pre-party. Valentine reminded him that if United Shore doesn't follow the recommendations, the options for them next year may be limited.

Bauman shared that the Chamber has a social media campaign planned for the construction period and that there are two cash mobs scheduled with member businesses. One will be in May and one will be in June.

They will also be encouraging businesses to offer a special discount during the Village Fair to those individuals who show their Fair wristband when they shop. And, Bauman said that the Chamber would like to play a role in an end of construction celebration.

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

Valentine reminded the board that last month there was a concern regarding Bob Gibbs being on the Business Development Committee. He was approved by the board. After the board meeting, Valentine, Tighe and Hoffman met with Gibbs. He understood the concern and withdrew from the Business Development Committee. He has now applied to be a member of the Maintenance/Capital Improvements Committee.

MOTION: Motion by Daskas, seconded by Quintal to table the approval of Bob Gibbs as a committee member until next month's meeting.

VOTE: Yeas, 10 Nays, 0 Absent, 2

b. Approval of Valet Parking Services During Old Woodward Construction

MOTION: Motion by Daskas, seconded by Fehan to approve contract for valet parking services during Old Woodward construction

VOTE: Yeas, 10 Nays, 0 Absent, 2

9. INFORMATION

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

10. PUBLIC COMMENTS

Hohendorf reminded the group that Downtown Publications is offering BSD merchants advertising at half price during construction. They are also sponsoring a drawing for shoppers with prizes like Delta gift cards. He also suggested holding a Fashion Night Out during construction.

11. ADJOURNMENT – 9 A.M.

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

PRINCIPAL SHOPPING DISTRICT
CASH FLOW
FOR THE MONTH OF MARCH 2018

DESCRIPTION	PROJECTED	ACTUAL	VARIANCE
BEGINNING CASH BALANCE	\$ 803,202	\$ 873,000	\$ 69,798
CASH RECEIPTS:			
Special Assessments	9,470	3,502	(5,968)
Interest Income	500	897	397
Special Event Revenue	<u>10,280</u>	<u>1,224</u>	<u>(9,056)</u>
Sub-total cash receipts	20,250	5,623	(14,627)
CASH DISBURSEMENTS:			
OFFICE DISBURSEMENTS			
PSD Personnel Costs	29,520	32,269	(2,749)
727.0000 Postage	-	-	-
729.0000 Supplies	280	52	228
801.0200 Legal	250	141	109
802.0100 Audit	-	-	-
811.0000 Other Contractual Service	5,010	2,700	2,310
933.0200 Equipment Maintenance	300	-	300
851.0000 Telephone	130	101	29
955.0100 Training	-	-	-
955.0300 Memberships & Dues	-	-	-
955.0400 Conferences & Workshops	-	-	-
962.0000 Miscellaneous	-	81	(81)
942.0000 Computer Equipment Rental	1,414	1,414	-
957.0400 Liability Insurance	375	375	-
944.0000 Building Rent	<u>1,000</u>	<u>1,000</u>	<u>-</u>
Sub-total Office Disbursements	38,279	38,133	146
PROGRAM DISBURSEMENTS			
DPS Downtown Maintenance	12,690	9,907	2,783
Promotion Personnel Costs	3,530	4,586	(1,056)
829.0100 Snow Removal	15,400	10,796	4,604
935.0200 Maintenance PSD	10,000	435	9,565
901.0400 Marketing & Advertising	4,800	11,446	(6,646)
901.0500 Public Relations	-	282	(282)
903.0000 Tenant Recruitment	5,000	-	5,000
909.0000 Special Events	2,020	595	1,425
904.0000 PSD Magazine	-	-	-
829.0200 Web Site Maintenance	<u>1,500</u>	<u>169</u>	<u>1,331</u>
Sub-total Program Disbursements	<u>54,940</u>	<u>38,216</u>	<u>16,724</u>
Total Disbursements	93,219	76,349	16,870
INCREASE (DECREASE) IN CASH BALANCE	<u>(72,969)</u>	<u>(70,726)</u>	<u>2,243</u>
ENDING CASH BALANCE	\$ <u>730,233</u>	\$ <u>802,274</u>	\$ <u>72,041</u>

PRINCIPAL SHOPPING DISTRICT
ACTUAL CASH FLOW
FOR THE NINE MONTHS ENDED MARCH 2018

DESCRIPTION	PROJECTED	ACTUAL	VARIANCE
BEGINNING CASH BALANCE	\$ 634,789	\$ 634,789	\$ -
CASH RECEIPTS:			
Special Assessments	912,370	876,045	(36,325)
Interest Income	2,750	3,915	1,165
Special Event Revenue	<u>158,720</u>	<u>150,933</u>	<u>(7,787)</u>
Sub-total cash receipts	1,073,840	1,030,893	(42,947)
CASH DISBURSEMENTS:			
OFFICE DISBURSEMENTS			
PSD Personnel Costs	196,860	197,548	(688)
727.0000 Postage	1,600	-	1,600
729.0000 Supplies	2,660	2,679	(19)
801.0200 Legal	2,250	2,699	(449)
802.0100 Audit	730	710	20
811.0000 Other Contractual Service	21,730	22,680	(950)
933.0200 Equipment Maintenance	900	674	226
851.0000 Telephone	1,170	606	564
955.0100 Training	375	912	(537)
955.0300 Memberships & Dues	960	1,747	(787)
955.0400 Conferences & Workshops	1,850	2,654	(804)
962.0000 Miscellaneous	-	4,255	(4,255)
942.0000 Computer Equipment Rental	12,726	12,726	-
957.0400 Liability Insurance	3,375	3,375	-
944.0000 Building Rent	<u>9,000</u>	<u>9,000</u>	<u>-</u>
Sub-total Office Disbursements	256,186	262,265	(6,079)
PROGRAM DISBURSEMENTS			
DPS Downtown Maintenance	133,410	90,467	42,943
Promotion Personnel Costs	23,640	30,464	(6,824)
829.0100 Snow Removal	59,000	39,047	19,953
935.0200 Maintenance PSD	61,410	22,633	38,777
901.0400 Marketing & Advertising	136,400	112,802	23,598
901.0500 Public Relations	7,000	6,236	764
903.0000 Tenant Recruitment	49,000	71,401	(22,401)
909.0000 Special Events	186,850	172,256	14,594
904.0000 PSD Magazine	62,000	53,868	8,132
829.0200 Web Site Maintenance	<u>3,500</u>	<u>1,969</u>	<u>1,531</u>
Sub-total Program Disbursements	<u>722,210</u>	<u>601,143</u>	<u>121,067</u>
Total Disbursements	978,396	863,408	114,988
INCREASE (DECREASE) IN CASH BALANCE	<u>95,444</u>	<u>167,485</u>	<u>72,041</u>
ENDING CASH BALANCE	<u>\$ 730,233</u>	<u>\$ 802,274</u>	<u>\$ 72,041</u>

CITY OF BIRMINGHAM
PRINCIPAL SHOPPING DISTRICT
CASH FLOW ANALYSIS
JULY 2017 TO JUNE 2018

DESCRIPTION	ACTUAL						PROJECTED						
	JULY 2017	AUGUST 2017	SEPTEMBER 2017	OCTOBER 2017	NOVEMBER 2017	DECEMBER 2017	JANUARY 2018	FEBRUARY 2018	MARCH 2018	APRIL 2018	MAY 2018	JUNE 2018	Total 2017-2018
BEGINNING CASH BALANCE	634,789	532,564	525,183	498,743	451,393	375,016	286,718	556,734	873,000	802,274	707,330	607,591	634,789
CASH RECEIPTS:													
2016 Assessment	1,859	29,974	19,268	-	-	-	-	7,539	-	-	13,700	-	72,340
2017 Assessment	-	-	-	-	-	9,327	409,683	394,893	3,502	-	-	-	817,405
Special Assessments	1,859	29,974	19,268	-	-	9,327	409,683	402,432	3,502	-	13,700	-	889,745
Interest Income	(80)	443	457	335	542	360	28	933	897	500	440	340	5,195
Special Event Revenue	10,175	54,885	23,752	26,138	19,011	12,248	3,350	150	1,224	15,000	4,120	12,160	182,213
Sub-total cash receipts	11,954	85,302	43,477	26,473	19,553	21,935	413,061	403,515	5,623	15,500	18,260	12,500	1,077,153
CASH DISBURSEMENTS:													
OFFICE DISBURSEMENTS													
PSD Personnel Costs	16,905	29,515	18,832	19,470	18,548	19,363	21,166	21,480	32,269	19,690	19,690	19,690	256,618
Postage	-	-	-	-	-	-	-	-	-	400	400	600	1,400
Supplies	324	1,319	73	71	257	161	182	240	52	280	280	280	3,519
Legal	340	176	751	59	164	364	340	364	141	250	250	250	3,449
Audit	-	-	664	-	-	46	-	-	-	-	-	-	710
Other Contractual Service	3,100	2,350	1,515	2,015	2,600	2,100	3,650	2,650	2,700	6,090	6,090	6,090	40,950
Equipment Maintenance	212	-	-	-	192	-	-	270	-	-	300	974	1,036
Telephone	-	-	-	-	-	403	1	101	101	130	130	170	1,037
Training	-	719	-	-	193	-	-	-	-	125	-	-	2,387
Memberships & Dues	512	-	-	250	280	-	130	575	-	270	370	-	3,304
Conferences & Workshops	-	1,266	60	75	-	205	741	307	-	200	100	350	4,255
Miscellaneous	-	172	1,045	2,842	-	75	-	40	81	-	-	-	16,970
Computer Equipment Rental	1,414	1,414	1,414	1,414	1,414	1,414	1,414	1,414	1,414	1,414	1,414	1,416	16,970
Liability Insurance	375	375	375	375	375	375	375	375	375	375	375	375	4,500
Building Rent	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000
Sub-total Office Disbursements	24,182	38,306	25,729	27,571	25,023	25,506	28,999	28,816	38,133	30,224	30,099	30,521	353,109
PROGRAM DISBURSEMENTS													
DPS Downtown Maintenance	9,960	19,590	13,781	11,348	6,134	6,367	7,239	6,141	9,907	13,560	8,060	9,200	121,287
Promotion Personnel Costs	2,744	4,116	2,793	3,640	3,042	3,599	2,908	3,036	4,586	2,370	2,370	2,370	37,574
Snow Removal	-	-	-	-	-	9,417	9,417	9,417	10,796	-	-	-	39,047
Maintenance PSD	3,805	773	1,482	2,981	4,063	8,902	152	40	435	30,000	17,500	16,090	86,223
Marketing & Advertising	6,508	16,200	14,017	7,213	15,655	(10,955)	34,036	18,682	11,446	25,000	24,200	24,400	186,402
Public Relations	2,000	-	-	-	8	54	1,642	2,250	282	1,000	1,000	1,000	9,236
Tenant Recruitment	12,566	4,000	4,000	4,000	666	25,293	10,150	10,726	-	5,000	5,000	5,000	86,401
Special Events	52,114	9,698	8,115	17,070	17,280	42,050	18,693	6,641	595	3,290	5,270	4,590	185,406
PSD Magazine	-	-	-	-	24,059	-	29,809	-	-	-	23,000	-	76,868
Web Site Maintenance	300	-	-	-	-	-	-	1,500	169	-	1,500	-	3,469
Sub-total Program Disbursements	89,997	54,377	44,188	46,252	70,907	84,727	114,046	58,433	38,216	80,220	87,900	62,650	831,913
Total Disbursements	114,179	92,683	69,917	73,823	95,930	110,233	143,045	87,249	76,349	110,444	117,999	93,171	1,185,022
INCREASE (DECREASE) IN CASH BALANCE	(102,225)	(7,381)	(26,440)	(47,350)	(76,377)	(88,298)	270,016	316,266	(70,726)	(94,944)	(99,739)	(80,671)	(107,869)
ENDING CASH BALANCE	532,564	525,183	498,743	451,393	375,016	286,718	556,734	873,000	802,274	707,330	607,591	526,920	526,920

REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 03/31/2018
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	2017-18		ACTIVITY FOR MONTH 03/31/18	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2017-18 AMENDED BUDGET				
Fund 247 - PRINCIPAL SHOPPING DISTRICT							
Revenues							
Dept 000.000							
USE OF FUND BALANCE							
247-000.000-400.0000	APPROP FUND BAL/RET EARN	204,140.00	219,062.00	0.00	0.00	219,062.00	0.00
USE OF FUND BALANCE		204,140.00	219,062.00	0.00	0.00	219,062.00	0.00
INTEREST AND RENT							
247-000.000-664.0000	INVESTMENT INCOME	3,900.00	3,900.00	897.21	3,914.07	(14.07)	100.36
INTEREST AND RENT		3,900.00	3,900.00	897.21	3,914.07	(14.07)	100.36
SPECIAL ASSESSMENTS							
247-000.000-672.0247	FUTURE SPECIAL ASSESSMENTS - P:	857,600.00	857,600.00	0.00	0.00	857,600.00	0.00
247-000.000-672.0869	PSD SPECIAL ASSESSMENT 2016-201	44,370.00	44,370.00	0.00	7,539.31	36,830.69	16.99
247-000.000-672.0870	PSD SPECIAL ASSESS REV 17-18 #8	0.00	0.00	3,501.82	817,404.19	(817,404.19)	100.00
SPECIAL ASSESSMENTS		901,970.00	901,970.00	3,501.82	824,943.50	77,026.50	91.46
OTHER REVENUE							
247-000.000-676.0001	CONTR FROM PRIVATE SOURCE	190,000.00	190,000.00	14,270.00	173,978.50	16,021.50	91.57
OTHER REVENUE		190,000.00	190,000.00	14,270.00	173,978.50	16,021.50	91.57
Total Dept 000.000		1,300,010.00	1,314,932.00	18,669.03	1,002,836.07	312,095.93	76.27
TOTAL REVENUES		1,300,010.00	1,314,932.00	18,669.03	1,002,836.07	312,095.93	76.27
Expenditures							
Dept 298.000 - PUBLIC RELATIONS							
PERSONNEL SERVICES							
247-298.000-702.0001	SALARIES & WAGES DIRECT	26,350.00	28,590.00	3,298.63	20,901.54	7,688.46	73.11
247-298.000-706.0001	FICA	2,020.00	2,190.00	238.47	1,546.48	643.52	70.62
247-298.000-706.0002	HOSPITALIZATION	0.00	0.00	639.25	4,048.66	(4,048.66)	100.00
247-298.000-706.0007	WORKER'S COMPENSATION	0.00	10.00	7.66	48.54	(38.54)	485.40
247-298.000-706.0012	RETIREMNT-DEF CONTR EMPLR	2,380.00	2,580.00	296.88	1,881.15	698.85	72.91
247-298.000-706.0013	RET HLTH SVGS CONTR EMPLR	0.00	0.00	105.00	664.98	(664.98)	100.00
PERSONNEL SERVICES		30,750.00	33,370.00	4,585.89	29,091.35	4,278.65	87.18
Total Dept 298.000 - PUBLIC RELATIONS		30,750.00	33,370.00	4,585.89	29,091.35	4,278.65	87.18
Dept 441.005 - DOWNTOWN MAINTENANCE							
PERSONNEL SERVICES							
247-441.005-702.0001	SALARIES & WAGES DIRECT	53,250.00	54,210.00	2,940.90	23,574.32	30,635.68	43.49
247-441.005-702.0002	OVERTIME PAY	21,000.00	21,000.00	1,534.60	19,557.92	1,442.08	93.13
247-441.005-702.0003	LONGEVITY	90.00	90.00	0.00	128.64	(38.64)	142.93
247-441.005-706.0001	FICA	5,530.00	5,600.00	332.88	3,249.23	2,350.77	58.02
247-441.005-706.0002	HOSPITALIZATION	12,170.00	12,170.00	1,041.24	6,877.59	5,292.41	56.51
247-441.005-706.0003	LIFE INSURANCE	200.00	200.00	19.35	127.56	72.44	63.78
247-441.005-706.0004	RETIRE CONTRIB HEALTH	13,280.00	13,310.00	991.09	8,967.54	4,342.46	67.37
247-441.005-706.0005	DENTAL/OPTICAL	1,210.00	1,230.00	78.11	662.45	567.55	53.86
247-441.005-706.0006	LT/ST DISABILITY	530.00	540.00	40.22	298.66	241.34	55.31
247-441.005-706.0007	WORKER'S COMPENSATION	1,080.00	1,090.00	49.27	473.90	616.10	43.48

REVENUE AND EXPENDITURE REPORT

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	2017-18		ACTIVITY FOR MONTH 03/31/18	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2017-18 AMENDED BUDGET				
Fund 247 - PRINCIPAL SHOPPING DISTRICT							
Expenditures							
247-441.005-706.0010	RETIREMENT EMPLOYER CNTB	8,320.00	8,360.00	537.78	4,912.92	3,447.08	58.77
247-441.005-706.0011	HRA BENEFIT	100.00	100.00	100.01	100.01	(0.01)	100.01
247-441.005-706.0012	RETIREMNT-DEF CONTR EMPLR	1,420.00	1,470.00	231.41	1,426.43	43.57	97.04
247-441.005-706.0013	RET HLTH SVGS CONTR EMPLR	1,050.00	1,050.00	108.64	718.09	331.91	68.39
PERSONNEL SERVICES		119,230.00	120,420.00	8,005.50	71,075.26	49,344.74	59.02
OTHER CHARGES							
247-441.005-941.0000	EQUIPMENT RENTAL OR LEASE	45,000.00	45,000.00	1,901.33	15,495.02	29,504.98	34.43
OTHER CHARGES		45,000.00	45,000.00	1,901.33	15,495.02	29,504.98	34.43
Total Dept 441.005 - DOWNTOWN MAINTENANCE		164,230.00	165,420.00	9,906.83	86,570.28	78,849.72	52.33
Dept 748.000 - PRINCIPAL SHOPPING DISTRICT							
PERSONNEL SERVICES							
247-748.000-702.0001	SALARIES & WAGES DIRECT	189,730.00	197,920.00	22,588.25	149,170.17	48,749.83	75.37
247-748.000-702.0002	OVERTIME PAY	0.00	0.00	0.00	11.25	(11.25)	100.00
247-748.000-702.0003	LONGEVITY	1,300.00	1,300.00	0.00	0.00	1,300.00	0.00
247-748.000-706.0001	FICA	14,620.00	15,150.00	1,707.70	11,039.09	4,110.91	72.87
247-748.000-706.0002	HOSPITALIZATION	26,190.00	26,190.00	5,609.58	13,089.02	13,100.98	49.98
247-748.000-706.0003	LIFE INSURANCE	950.00	950.00	108.51	687.23	262.77	72.34
247-748.000-706.0004	RETIRE CONTRIB HEALTH	5,620.00	5,620.00	467.67	4,209.03	1,410.97	74.89
247-748.000-706.0005	DENTAL/OPTICAL	2,090.00	2,090.00	212.88	1,348.24	741.76	64.51
247-748.000-706.0006	LT/ST DISABILITY	920.00	920.00	93.48	592.04	327.96	64.35
247-748.000-706.0007	WORKER'S COMPENSATION	500.00	520.00	86.07	569.27	(49.27)	109.48
247-748.000-706.0010	RETIREMENT EMPLOYER CNTB	3,010.00	3,010.00	250.58	2,255.22	754.78	74.92
247-748.000-706.0012	RETIREMNT-DEF CONTR EMPLR	9,180.00	9,180.00	934.62	5,919.26	3,260.74	64.48
247-748.000-706.0013	RET HLTH SVGS CONTR EMPLR	1,820.00	1,820.00	210.00	1,330.00	490.00	73.08
PERSONNEL SERVICES		255,930.00	264,670.00	32,269.34	190,219.82	74,450.18	71.87
SUPPLIES							
247-748.000-727.0000	POSTAGE	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
247-748.000-729.0000	OPERATING SUPPLIES	3,500.00	3,500.00	320.13	1,842.62	1,657.38	52.65
SUPPLIES		6,500.00	6,500.00	320.13	1,842.62	4,657.38	28.35
OTHER CHARGES							
247-748.000-801.0200	OTHER LEGAL	3,000.00	3,000.00	129.03	2,310.81	689.19	77.03
247-748.000-802.0100	AUDIT	730.00	730.00	0.00	709.75	20.25	97.23
247-748.000-811.0000	OTHER CONTRACTUAL SERVICE	40,000.00	40,000.00	2,600.00	22,280.00	17,720.00	55.70
247-748.000-829.0100	SNOW REMOVAL CONTRACT	59,000.00	59,000.00	9,416.00	48,463.00	10,537.00	82.14
247-748.000-829.0200	WEB SITE MAINTENANCE	5,000.00	5,000.00	4,944.00	6,444.00	(1,444.00)	128.88
247-748.000-851.0000	TELEPHONE	1,600.00	1,600.00	101.34	606.82	993.18	37.93
247-748.000-901.0400	MARKETING & ADVERTISING	210,000.00	210,000.00	5,643.02	111,752.98	98,247.02	53.22
247-748.000-901.0500	PUBLIC RELATIONS	10,000.00	10,000.00	0.00	6,235.70	3,764.30	62.36
247-748.000-903.0000	TENANT RECRUITMENT	64,000.00	64,000.00	0.00	62,835.01	1,164.99	98.18
247-748.000-904.0000	PRINTING PSD MAGAZINE	85,000.00	85,000.00	0.00	53,867.94	31,132.06	63.37
247-748.000-909.0000	SPECIAL EVENTS	200,000.00	200,000.00	716.45	172,757.87	27,242.13	86.38
247-748.000-933.0200	EQUIPMENT MAINTENANCE	1,200.00	1,200.00	0.00	462.06	737.94	38.51
247-748.000-935.0200	MAINTENANCE SHOPPING DIST	125,000.00	125,000.00	5,802.32	23,820.39	101,179.61	19.06
247-748.000-942.0000	COMPUTER EQUIPMENT RENTAL	16,970.00	16,970.00	1,414.17	12,727.53	4,242.47	75.00
247-748.000-944.0000	BUILDING OR FACILITY RENT	12,000.00	12,000.00	1,000.00	9,000.00	3,000.00	75.00
247-748.000-955.0100	TRAINING	500.00	500.00	0.00	912.09	(412.09)	182.42

REVENUE AND EXPENDITURE REPORT
 PERIOD ENDING 03/31/2018
 % Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	ACTIVITY FOR MONTH 03/31/18	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 247 - PRINCIPAL SHOPPING DISTRICT							
Expenditures							
247-748.000-955.0300	MEMBERSHIP & DUES	1,600.00	1,600.00	270.00	2,017.00	(417.00)	126.06
247-748.000-955.0400	CONFERENCES & WORKSHOPS	2,500.00	2,500.00	0.00	2,637.45	(137.45)	105.50
247-748.000-957.0400	LIAB INSURANCE PREMIUMS	4,500.00	4,500.00	375.00	3,375.00	1,125.00	75.00
247-748.000-962.0000	MISCELLANEOUS	0.00	2,372.00	0.00	4,254.51	(1,882.51)	179.36
OTHER CHARGES		842,600.00	844,972.00	32,411.33	547,469.91	297,502.09	64.79
Total Dept 748.000 - PRINCIPAL SHOPPING DISTRICT							
		1,105,030.00	1,116,142.00	65,000.80	739,532.35	376,609.65	66.26
TOTAL EXPENDITURES							
		1,300,010.00	1,314,932.00	79,493.52	855,193.98	459,738.02	65.04
Fund 247 - PRINCIPAL SHOPPING DISTRICT:							
TOTAL REVENUES							
		1,300,010.00	1,314,932.00	18,669.03	1,002,836.07	312,095.93	76.27
TOTAL EXPENDITURES							
		1,300,010.00	1,314,932.00	79,493.52	855,193.98	459,738.02	65.04
NET OF REVENUES & EXPENDITURES							
		0.00	0.00	(60,824.49)	147,642.09	(147,642.09)	100.00

Fund 247 PRINCIPAL SHOPPING DISTRICT

GL Number	Description	Balance
*** Assets ***		
247-000.000-004.0000	PETTY CASH	475.00
247-000.000-005.0000	CASH AND INVESTMENTS	802,273.66
247-000.000-028.0000	MISCELLANEOUS	32,843.72
247-000.000-028.9999	ALLOW FOR DOUBTFUL ACCTS.	(1,613.72)
247-000.000-045.0870	PSD SPEC ASSESS 17-18 A/R #870	78,524.98
247-000.000-048.0869	PSD DELQ SPEC ASSESS 2016-2017 A/F	9,825.14
Total Assets		922,328.78
*** Liabilities ***		
247-000.000-200.0000	SUSPENSE ACCOUNT	180.54
247-000.000-202.0000	ACCOUNTS PAYABLE	28,641.70
247-000.000-367.0300	DEFER. INFLOWS - MISCELLANEOUS INV	8,184.00
247-000.000-367.0700	DEFER. INFLOWS - SPECIAL ASSESSMEN	78,524.98
247-000.000-367.0800	DEFER. INFLOWS - DELQ SPECIAL ASSE	9,825.14
Total Liabilities		125,356.36
*** Fund Balance ***		
247-000.000-391.0000	RETAINED EARNINGS	649,330.33
Total Fund Balance		649,330.33
Beginning Fund Balance		649,330.33
Net of Revenues VS Expenditures		147,642.09
Ending Fund Balance		796,972.42
Total Liabilities And Fund Balance		922,328.78



Special Events Committee Meeting

Friday, April 13, 8:30 a.m.

Members: A-Woods, Astrein, Fehan, Kay, Pavlack, Pohlod and Solomon

Staff: tighe, Brook, Yerks

1. Welcome and Introductions

PRESENT: Astrein, Kay, Pavlack and Pohlod

ADMINISTRATION: Tighe, Brook

2. Construction

- **Birmingham Bonus Bucks Update**

- The program is off to a great start with many more BBBs being claimed than anticipated – well over 100 in the first week.

- **Birmingham Construction Art Contest Update**

- Over 100 barricade panels have been assigned to artists and merchants to be decorated.
- Painting of the barricades will begin on April 25th.

- **Mid-Construction Event**

- Ideas discussed included Fashion Night Out, Chocolate Walk, Art Hop and Where's Wally.
- The committee thinks that it would be best to wait until next month to see how construction is going and how BBBs are being received before making a decision on whether or not to do another event and what it would be.
- The idea of transferring funds from a mid-construction event to possibly funding more BBBs was proposed.

3. Upcoming Events

- **Day on the Town**

- All in attendance agreed that having music at DOTT is important but it is not necessary (or beneficial) to have live entertainment – DJs would be preferred.

- **Santa plan**

- Four gentlemen have been secured to be Santa for the 2018 season. They will be paid \$100 per hour – a significant savings from last year's \$185 per hour.

UPCOMING EVENTS:

May 6 – Farmers Market Opening Day

June 22 – Movie Night - *Sing*

NEXT MEETING: Friday, May 11, 2018 at 8:30 AM



The Shopping District

Marketing & Advertising Committee Meeting

No meeting was held in April.

Members: Benkert, Champagne, C. Daskas, K. Daskas, Eid, Kay, and Lundberg

Staff: Tighe, Gamboa

1. Birmingham Magazine – Spring/Summer Edition

- Marketing Committee members and BSD staff members recently reviewed and approved the final draft of the Spring/Summer Birmingham Magazine. This edition will feature jackets, sunglasses, trending hair treatments, tropical items and more. The magazine will be out in early May.

2. BSD Website Design Refresh

- The BSD launched an updated website in April. The design refresh offers a whole new look and feel with updated functionality, increased ease of use, large panning images of downtown Birmingham and more. View the updated site at www.ALLINBirmingham.com.

NEXT MEETING: Thursday, May 10, 2018, 8:30 AM



The Shopping District

Maintenance/Capital Improvement Committee

No meeting was held in April

Members: Fehan, Pohlod, Quintal, Roberts

Staff: Jurek, Laird, Wood

1. Old Woodward Construction Valet RFP

- The BSD staff and committee continue to monitor the operation of the Valet Parking contract. The valet contractor is parking over 700 cars per week and the Hamilton Row stand is three times as busy as the other stands.

NEXT MEETING: Tuesday, May 8, 2018 at 8 AM



The Shopping District

Business Development Committee Meeting

April 18, 2018 at 8:30 AM

Members: Hockman, Quintal, Surnow

Staff: Tighe

1. Welcome and Introductions

PRESENT: Hockman, Quintal, Surnow

ABSENT: none

ADMINISTRATION: Tighe

2. Tenant recruitment process

- a. Committee reviewed tenant recruitment SOP and also suggested developing an existing business SOP
- b. The current available property listing report was discussed. The group made suggestions on how to improve the report and suggested items to add to the report such as floor plans, site plan pictures, etc.
- c. The group discussed ways to enhance the website with property information.

3. Pipeline report

- a. The committee developed ideas on what the initial report to the BSD board should contain.

4. Retention and growth

- a. LSMX update – the committee is looking at ways to encourage merchants to use the LSMX tool
- b. Merchant meetings – this is a great forum to keep merchants up to date on what is going on in the district and also present on important business topics.

5. Buxton Presentation

- a. Buxton briefly presented on its accomplishments thus far and what to anticipate in the next few months.

NEXT MEETING: Friday, May 17, 2018 at 8:30 AM

Opportunity Pipeline Report May 2018

Tenant/Project Name	Stage	SF	Timeline	Next Steps
Bookstore 1	Initial Contact			email and telephone follow up
Children's apparel 1	Initial Contact			email and telephone follow up
Electronics 1	Initial Contact			email and telephone follow up
Eyeglass 1	Initial Contact			email and telephone follow up
Eyeglass 2	Initial Contact			email and telephone follow up
Furniture 1	Initial Contact			email and telephone follow up
Luxury fashion accessories 1	Initial Contact			email and telephone follow up
Men's apparel 1	Dismissed			retailer not interested in expanding in our market at this time. Buxton provided replacement retailer for our list.
Men's apparel 2	Initial Contact			email and telephone follow up
Men's apparel 3	Initial Contact			email and telephone follow up
Men's shoes 1	In discussions			Meeting at ICSC to discuss opportunity further.
Outdoor clothing 1	In discussions			In process of setting up meeting. Will follow up with proposed dates/times.
Outdoor clothing 2	In discussions			In process of setting up meeting. Will follow up with proposed dates/times.
Shoes 1	Initial Contact			email and telephone follow up
Women's apparel 1	Initial Contact			email and telephone follow up
Women's apparel 2	Initial Contact			email and telephone follow up
Women's apparel 3	In discussions	2400	Interested in 2019	Interested in hosting a trunk show in Fall 2018 to test market. Will reach out in May with proposed dates, locations, and possible philanthropic partner organizations.
Women's apparel 4	Initial Contact			email and telephone follow up
Women's athletic apparel 1	Initial Contact			email and telephone follow up
Women's jewelry 1	In discussions		Late 2018/Early 2019	In-person meeting conducted. Very interested in opening a store in BSD. Retailer going to talk to corporate board.
Women's jewelry 2	In discussions	1400	2019	Opening first store in MI in undisclosed location. Retailer open to discussions about BSD as possible location in 2019.

Sales Stages and Definitions

Initial Contact	Initial inquiry or lead on a site/tenant.
In discussions	In discussion with retailer.
Offer location	BSD / consultant has necessary information needed to convert lead to a project. Tenant/Landlord/Broker are in serious discussions about project.
LOI	RFP/LOI under consideration.
Lease signed	Lease has been executed.
Ended	Lease is terminated.
Dismissed	Tenant/Landlord/Broker decided not to go forward with the deal.
On hold	Tenant/Landlord/Broker requested the project be put on hold - Project is still has the probability to close successfully.

Retail Recruitment Activity Report May 2018

Tenant/Project Name	Date	Time	Result	Regarding	Record Manager
Bookstore[OPP]	2/28/2018	5:00 PM	E-mail Sent	initial intro email sent	Ingrid Tighe
Bookstore[OPP]	4/9/2018	12:27 PM	Call Completed	initial cold call	Ingrid Tighe
Bookstore[OPP]	4/9/2018	12:51 PM	E-mail Sent	follow up email to initial cold call	Ingrid Tighe
Children's apparel[OPP]	4/23/2018	10:30 AM	Meeting Held	call with Buxton - Buxton to make warm intro to Children's apparel POC	Ingrid Tighe
Electronics 1[OPP]	4/11/2018	1:50 PM	Call Completed	initial cold call to POC	Ingrid Tighe
Electronics 1[OPP]	3/2/2018	11:22 AM	Call Completed	initial email intro to POC	Ingrid Tighe
Eyeglass 1[OPP]	3/9/2018	5:17 PM	E-mail Sent	initial intro email sent	Ingrid Tighe
Eyeglass 1[OPP]	4/12/2018	4:13 PM	Call Completed	follow up call made	Ingrid Tighe
Furniture[OPP]	2/28/2018	11:41 AM	E-mail Sent	initial intro email sent	Ingrid Tighe
Furniture[OPP]	4/9/2018	12:45 PM	Call Completed	follow up call to initial email made	Ingrid Tighe
Furniture[OPP]	3/13/2018	3:30 PM	Call Completed	follow up email sent	Ingrid Tighe
Luxury fashion accessories 1[OPP]	4/12/2018	3:26 PM	Call Completed	initial Cold call	Ingrid Tighe
Men's apparel 1[OPP]	3/8/2018	8:30 AM	Call Completed	email received - retailer not interested in this market at this time	Ingrid Tighe
Men's apparel 1[OPP]	3/5/2018	2:00 PM	E-mail Sent	follow up email sent	Ingrid Tighe
Men's Apparel 2[OPP]	4/11/2018	3:41 PM	Call Completed	initial intro call made	Ingrid Tighe
Men's apparel 3[OPP]	4/12/2018	3:32 PM	E-mail Sent	follow up email sent	Ingrid Tighe
Men's apparel 3[OPP]	4/12/2018	3:38 PM	Call Completed	follow up phone call to intro email made	Ingrid Tighe
Men's apparel 3[OPP]	3/13/2018	10:30 AM	E-mail Sent	initial intro email sent	Ingrid Tighe
Men's apparel 4[OPP]	4/9/2018	12:49 PM	E-mail Sent	follow up email sent	Ingrid Tighe
Men's apparel 4[OPP]	3/2/2018	11:27 AM	E-mail Sent	initial intro email sent	Ingrid Tighe
Men's apparel 4[OPP]	4/9/2018	2:00 PM	Call Completed	follow up call to email	Ingrid Tighe
Men's Shoes 1[OPP]	4/11/2018	2:19 PM	Call Completed	follow up call - interested in ICSC meeting	Ingrid Tighe
Men's Shoes 1[OPP]	4/16/2018	12:16 PM	E-mail Sent	follow up email - ICSC meeting	Ingrid Tighe
Men's Shoes 1[OPP]	3/2/2018	7:30 AM	E-mail Sent	intro email sent	Ingrid Tighe
Outdoor clothing 1[OPP]	3/2/2018	2:30 PM	E-mail Sent	initial intro email sent	Ingrid Tighe
Outdoor clothing 1[OPP]	4/11/2018	2:37 PM	E-mail Sent	follow up email sent	Ingrid Tighe
Outdoor clothing 1[OPP]	4/16/2018	12:15 PM	E-mail Sent	follow up email sent to coordinate meeting	Ingrid Tighe
Outdoor clothing 2[OPP]	4/12/2018	4:00 PM	Call Completed	follow up call	Ingrid Tighe
Outdoor clothing 2[OPP]	4/16/2018	12:17 PM	Call Completed	sent follow up email requesting a call	Ingrid Tighe
Outdoor clothing 2[OPP]	4/12/2018	3:30 PM	E-mail Sent	follow up email sent	Ingrid Tighe
Outdoor clothing 2[OPP]	4/13/2018	12:25 PM	E-mail Sent	follow up email to coordinate meeting sent	Ingrid Tighe
Outdoor clothing 2[OPP]	4/25/2018	9:02 AM	Opportunity Stage	Field changed	Ingrid Tighe
Outdoor clothing 2[OPP]	3/13/2018	9:02 AM	E-mail Sent	initial intro email sent	Ingrid Tighe
Shoes 1[OPP]	3/6/2018	4:30 PM	Call Completed	initial intro email sent	Ingrid Tighe
Shoes 1[OPP]	4/11/2018	3:35 PM	Call Completed	follow up call to initial email sent	Ingrid Tighe
Women's Apparel 1[OPP]	3/13/2018	9:00 AM	Call Completed	follow up email sent	Ingrid Tighe
Women's Apparel 1[OPP]	2/28/2018	12:36 PM	E-mail Sent	initial intro email sent	Ingrid Tighe
Women's Apparel 1[OPP]	4/9/2018	12:11 PM	Call Completed	follow up call to initial email sent	Ingrid Tighe
Women's apparel 2[OPP]	4/9/2018	8:00 AM	E-mail Sent	follow up email sent	Ingrid Tighe
Women's apparel 2[OPP]	3/2/2018	10:00 AM	E-mail Sent	initial intro email sent	Ingrid Tighe
Women's apparel 3[OPP]	3/13/2018	12:43 PM	E-mail Sent	Initial intro email sent	Ingrid Tighe
Women's apparel 3[OPP]	4/12/2018	4:06 PM	Call Completed	Follow up call to set up meeting	Ingrid Tighe
Women's apparel 3[OPP]	4/23/2018	11:46 AM	E-mail Sent	Follow up and trunk show	Ingrid Tighe
Women's apparel 3[OPP]	4/18/2018	11:48 AM	Call Completed	Meeting with Buxton and retailer	Ingrid Tighe
Women's apparel 4[OPP]	4/16/2018	10:00 AM	Call Completed	call with Buxton to discuss retailer	Ingrid Tighe
Women's Athletic Apparel 1[OPP]	4/11/2018	1:56 PM	Call Completed	follow up call to email intro	Ingrid Tighe
Women's Athletic Apparel 1[OPP]	3/2/2018	4:30 PM	E-mail Sent	initial email intro sent	Ingrid Tighe
Women's jewelry 1[OPP]	3/2/2018	3:00 PM	E-mail Sent	initial email intro sent	Ingrid Tighe
Women's jewelry 1[OPP]	4/11/2018	2:07 PM	E-mail Sent	follow up email sent	Ingrid Tighe
Women's jewelry 1[OPP]	4/26/2018	4:10 PM	E-mail Sent	pursuit package and franchise info sent	Ingrid Tighe
Women's jewelry 1[OPP]	4/23/2018	1:00 PM	Meeting Held	First meeting	Ingrid Tighe
Women's jewelry 1[OPP]	4/12/2018	9:30 AM	Call Completed	call to set up meeting	Ingrid Tighe
Women's jewelry 2[OPP]	4/11/2018	2:29 PM	E-mail Sent	follow up email sent	Ingrid Tighe
Women's jewelry 2[OPP]	4/16/2018	12:02 PM	Call Completed	meeting with retailer	Ingrid Tighe
Women's jewelry 2[OPP]	3/2/2018	5:00 PM	E-mail Sent	initial intro email sent	Ingrid Tighe

BIRMINGHAM SHOPPING DISTRICT - AVAILABLE PROPERTIES REPORT

MAY 2018

Property Address	Street Name	Suite #/ Floor	Sq. Ft.	Amount	Notes	Office/Retail	Owner/Contact Info.
600	Adams Road, South		12,500		Free on site parking. Call for details	Office	Ted Fuller/Fuller Central Park Properties 248-642-0024
988	Adams Road, South		389-793	\$23 per sq. ft.	Newly renovated office space with high ceilings and onsite parking and available signage. Call for details.	Office	David McNabney/CORE Partners 248-399-9999 x 250 dhn@corepartners.net
180	Brown Street, East		5,000		General Office. Call for details.	Office	Purdy Street Property 586-778-0216
255	Brown Street, East		1,500	\$28 per sq. ft. NNN	Call for details.	Office	Drew Schmidt/Bailey, Schmidt & Associates 248-594-4353 or drews@baileyschmidt.com
260	Brown Street, East		2,000-8,138	\$32 per sq. ft. gross plus electric	Call for details	Office	Daniel Canvasser 248-350-8141, Mike Valant 248-357-6568 or Kevin Jahnke 248-350-1192
751	Chestnut		1,200		Call for details.	Office	Mike Lasky or David Kolar 248-647-7600
999	Haynes	Suite 205	2,500	\$23.50 per sq. ft. + G & E	4 reserved covered parking spots, free parking, walking distance to many restaurants, shopping and entertainment. Call for details	Office	Dave Miller/Signature Associates 248-948-4183 dmiller@signatureassociates.com
999	Haynes	Suite 260	1,075	\$23.50 per sq. ft.	Newly renovated, on-site covered parking. Call for details.	Office	Christopher Nagorski/Skyline Property 248-680-9900 x 212 chris@skylineprop.com
700	Maple Road, East	4th Floor	5,140	\$22.50 per sq. ft.	Entire top floor of the building. Excellent on site parking. 11 offices, kitchen and 2 conference room. Call for details.	Office	Gary Grochowski/Colliers International 248-540-1000
975	Maple Road, East		780		Call for details.	Office	Garrett Keais/Signature Associates 248-359-0610 gkeais@signatureassociates.com
166	Maple Road, West	2nd Floor	3,030	\$20 NNN	Unique office space above Caruso Caruso, roof top patio, 2 entrances, private kitchenette. Call for details.	Office	Angela Thomas 248-359-3838 athomas@signatureassociates.com or Erica Dunlap 248-359-3808 edunlap@signatureassociates.com
400	Maple Road, West		300-2,000		Move in ready. Executive Suites - share conference rooms, kitchen, lobby, etc. Call for details.	Office	Robert Pliska/SVN Property Investment Advisors 248-433-1400 robert.pliska@svn.com
270-286	Maple Road, West	Suite 205	520-1,907	\$35 per sq. ft.	Call for details.	Office	Matthew Farrell/CORE Partners 248-399-9999 x 101 mjf@corepartners.net, Christian Dorsch/CORE Partners 248-399-9999 x 122 cad@corepartners.net
144	Maple Road, West	2nd Floor	2,100	\$25 NNN	Prime location right in the middle of downtown Birmingham. Excellent exposure and access to shopping, dining, parks and more.	Office	Michael Lasky or David Kolar 248-647-7600

BIRMINGHAM SHOPPING DISTRICT - AVAILABLE PROPERTIES REPORT

MAY 2018

Property Address	Suite #/ Floor	Sq. Ft.	Amount	Notes	Office/Retail	Owner/Contact Info.
270-286 Maple Road, West	Suite 215	1,907	\$33.25 per sq. ft.	Call for details. Three private office spaces on the main floor of the Merrill Street Office Building. Completely redeveloped multi-tenant office building! Common conference rooms, cafe / lounge and outdoor patio space is included with your tenancy. Site has 22 reserved covered parking spaces, 30 reserved surface spaces, and 880 car parking structure directly adjacent to building.	Office	Matthew Farrell/CORE Partners 248-399-9999 x 101 mjf@corepartners.net, Jeremiah Preston/CORE Partners 248-399-9999 x 106 jhp@corepartners.net or Michele Rosenblum/CORE Partners 248-399-9999 x 105 mrr@corepartners.net
550 Merrill Street, West	Unit 1	132	\$1,400		Office	Kim Elliott/Keller Williams 586-246-5007
222 Merrill Street, East	2nd Floor	937-5,000	\$32 per sq. ft. plus utilities and janitorial	Three move-in ready suites. Above 220 restaurant with elevator access. Call for details. Three private office spaces on the main floor of the Merrill Street Office Building. Completely redeveloped multi-tenant office building! Common conference rooms, cafe / lounge and outdoor patio space is included with your tenancy. Site has 22 reserved covered parking spaces, 30 reserved surface spaces, and 880 car parking structure directly adjacent to building.	Office	Daniel Canvasser 248-350-8141, Mike Valant 248-357-6568 or Kevin Jahnke 248-350-1192
550 Merrill Street, West	Unit 3	120	\$1,300		Office	Kim Elliott/Keller Williams 586-246-5007
185 Oakland Avenue	Suite 260	2,000	\$15 per sq. ft.	Storage space. Call for details. Above Panera Bread & Cupcake Station across the street from Starbucks. Suite has three offices, conference room, open office space, kitchen lounge. Signage rights and 24-hour keypad access.	Office	Andrew Hayman/Hayman Co. 248-879-7777
132 Old Woodward Avenue, North	2nd Floor	1,400	\$20 per sq. ft./Year Gross		Office	Emil Cherkasov/Forward Commercial Group 248-662-5066
191 Old Woodward Avenue, North	Suite 300	2,200	\$25 per sq. ft. plus utilities	Space will be available 10/1/17. Call for details. Newly remodeled loft office space overlooking Old Woodward. Comes with 2 onsite parking spaces. Term 1-5 years. Call for details.	Office	Pat DuPre/Slater Management 248-269-9484
209 Old Woodward Avenue, North		1,800	\$29 per sq. ft. gross plus gas & electric		Office	Ara Atesian/Atesian Realty 248-362-2870 ara@atesian.net
280 Old Woodward Avenue, North	Suite LL1	1,200	\$16 per sq. ft. plus electric	Call for details.	Office	Tom Kosik/JFK Investment 248-333-2373 x 103
325 Old Woodward Avenue, North		16,206	\$36 per sq. ft. NNN	Premium office space in pristine condition. Can be split.	Office	Chuck Howard/Transwestern 248-821-7722 charles.howard@transwestern.com
344 Old Woodward Avenue, North	Suite 300	3,056	\$29.50 per sq. ft. plus G + E	Located in the heart of downtown Birmingham. Call for details.	Office	Garrett Keais/Signature Associates 248-359-0610 or John Boyd 248-948-0102

BIRMINGHAM SHOPPING DISTRICT - AVAILABLE PROPERTIES REPORT

MAY 2018

Property Address	Street Name	Suite #/ Floor	Sq. Ft.	Amount	Notes	Office/Retail	Owner/Contact Info.
344	Old Woodward Avenue, North	Suite 301	842	\$29.50 per sq. ft. plus G + E	Located in the heart of downtown Birmingham. Call for details.	Office	Garrett Keais/Signature Associates 248-359-0610 or John Boyd 248-948-0102
350	Old Woodward Avenue, North		1,584		The Aikens Building. Can be combined with 1,415. Call for details.	Office	Gordon Jones 248-283-1071 jones@rbaikens.com
350	Old Woodward Avenue, North		1,415		The Aikens Building. Can be combined with 1,584. Call for details.	Office	Gordon Jones 248-283-1071 jones@rbaikens.com
380	Old Woodward Avenue, North	Suite 160	934-2,197	\$30 per sq. ft. gross plus electric	Call for details.	Office	Mike Valant 248-357-6568, Daniel Canvasser 248-350-8141, Kevin Jahnke 248-350-1192/ Newmark
430	Old Woodward Avenue, North	2nd Floor	4,000		Luxurious office space, onsite parking, walking distance to shopping, dining and parks. Call for details.	Office	Grubb Knight Frank Company 248-254-1585
450	Old Woodward Avenue, North	First Floor	1,500		Spacious layout with abundant natural light. Five private parking spaces. Call for details.	Office	Peter Noonan/Bailey, Schmidt & Associates 248-594-4335 or peter@baileyschmidt.com
500	Old Woodward Avenue, North		5,512	\$18 per sq. ft.	Beautiful building in downtown Birmingham with parking. Call for details.	Office	Garrett Keais/Signature Associates 248-359-0610 or gkeais@signatureassociates.com
720	Old Woodward Avenue, North		2,500		Call for details.	Office	Ralph Faranso 248-926-8088
724	Old Woodward Avenue, North	Upper	4,800		Call for details.	Office	Najor Companies/Brian Najor 248-433-7000 info@najorcompanies.com
800	Old Woodward Avenue, North		1,675		Large private office and large conference room overlooking the ravine and river. Lobby and 2 bathrooms. Currently three open landscaping office areas. Call for details.	Office	Carolyn Butcher 248-647-5600 or 248-417-1024
600-640	Old Woodward Avenue, North		500-2,000		Building under new ownership. Perfect office setting located in the heart of downtown Birmingham. Call for details.	Office	Najor Companies/Brian Najor 248-433-7000 info@najorcompanies.com
114	Old Woodward Avenue, South		2,500	\$27.50 per sq. ft.	Five very nice large offices, nine foot ceilings. Call for details.	Office	Michael Lasky or David Kolar 248-647-7600
255	Old Woodward Avenue, South		144-470		Call for details.	Office	Matthew Farrell/CORE Partners 248-399-9999 x 101 mjf@corepartners.net, Jeremiah Preston/CORE Partners 248-399-9999 x 106 jhp@corepartners.net
325	Old Woodward Avenue, South		11,558	\$33 per sq. ft.	Call for details.	Office	Michele R. Rosenblum/CORE Partners 248-399-9999 x 105, Jeremiah Preston/CORE Partners 248-399-9999 x 106, Matthew J. Farrell/CORE Partners 248-399-9999 x 101

BIRMINGHAM SHOPPING DISTRICT - AVAILABLE PROPERTIES REPORT

MAY 2018

Property Address	Street Name	Suite #/ Floor	Sq. Ft.	Amount	Notes	Office/Retail	Owner/Contact Info.
401	Old Woodward Avenue, South	Suite 435	1,616		Birmingham Place, property is newly renovated and offers superior location, abundant enclosed on-site parking 24/7 concierge service and valet parking. Call for details.	Office	Dave Miller 248-948-4183, or Katherine Bemis 248-359-0615/Signature Associates
401	Old Woodward Avenue, South	Suite 441	1,063		Birmingham Place, property is newly renovated and offers superior location, abundant enclosed on-site parking 24/7 concierge service and valet parking. Call for details.	Office	Dave Miller 248-948-4183, or Katherine Bemis 248-359-0615/Signature Associates
401	Old Woodward Avenue, South	Suite 455	763		Birmingham Place, property is newly renovated and offers superior location, abundant enclosed on-site parking 24/7 concierge service and valet parking. Can be contiguous with Suite 457 2,523 total sq. ft. Call for details.	Office	Dave Miller 248-948-4183, or Katherine Bemis 248-359-0615/Signature Associates
401	Old Woodward Avenue, South	Suite 457	1,760		Birmingham Place, property is newly renovated and offers superior location, abundant enclosed on-site parking 24/7 concierge service and valet parking. Can be contiguous with Suite 455 2,523 total sq. ft. Call for details.	Office	Dave Miller 248-948-4183, or Katherine Bemis 248-359-0615/Signature Associates
401	Old Woodward Avenue, South	Suite 480	680		Birmingham Place, property is newly renovated and offers superior location, abundant enclosed on-site parking 24/7 concierge service and valet parking. Call for details.	Office	Dave Miller 248-948-4183, or Katherine Bemis 248-359-0615/Signature Associates
555	Old Woodward Avenue, South	Suite 608	951	\$30.50 per sq. ft. gross plus electric	On-site parking available at a rate TBD. Call for details.	Office	Dan Morse 248-936-6822 or Brendan George 248-351-2039
555	Old Woodward Avenue, South	Suite 612	1,121	\$30.50 per sq. ft. gross plus electric	Call for details.	Office	Dan Morse 248-936-6822 or Brendan George 248-351-2039
555	Old Woodward Avenue, South	Suite 614	1,285	\$30.50 per sq. ft. gross plus electric	On-site parking available at a rate TBD. Call for details.	Office	Dan Morse 248-936-6822 or Brendan George 248-351-2039
555	Old Woodward Avenue, South	Suite 755	1,948	\$30.50 per sq. ft. gross plus electric	On-site parking available at a rate TBD. Call for details.	Office	Dan Morse 248-936-6822 or Brendan George 248-351-2039
555	Old Woodward Avenue, South	Suite 765	1,855	\$30.50 per sq. ft. gross plus electric	On-site parking available at a rate TBD. Call for details.	Office	Dan Morse 248-936-6822 or Brendan George 248-351-2039
200-210	Old Woodward Avenue, South	2nd Floor	3,200 - 5,200	\$33.25 per sq. ft.	Call for details.	Office	Matthew Farrell/CORE Partners 248-399-9999 x 101 mjf@corepartners.net, Jeremiah Preston/CORE Partners 248-399-9999 x 106 jhp@corepartners.net or Michele Rosenblum/CORE Partners 248-399-9999 x 105 mrr@corepartners.net

BIRMINGHAM SHOPPING DISTRICT - AVAILABLE PROPERTIES REPORT

MAY 2018

Property Address	Suite #/ Floor	Sq. Ft.	Amount	Notes	Office/Retail	Owner/Contact Info.
Old Woodward 555 Avenue, South	Suite 704	790	\$30.50 per sq. ft. gross plus electric	Walking distance to shopping, restaurants & banking. Executive covered parking is available and 32 free surface parking spaces available. Call for details.	Office	Dan Morse 248-936-6822 or Brendan George 248-351-2039
300 Park Street		1,224 - 7,094	\$29.50 per sq. ft. plus electric	Perfect location in the center of Birmingham. Copier/Printer, phones available. Call for details.	Office	Garrett Keais 248-359-0610 gkeais@signatureassociates.com Jarrod Champine 248-359-0615 jchampine@signatureassociates.com Signature Associates John Gordy/Signature Associates 248- 948-4181 jgordy@signatureassociates.com
390 Park Street	Suite 110	1,329	\$26 per sq. ft. gross plus electric	Prestigious office building. On-site parking. Call for details.	Office	Barbara Eaton 248-827-1700
480 Pierce Street	Suite 240	2,921		On-site covered parking. Building signage. Call for details.	Office	Peter Noonan/Bailey, Schmidt & Associates 248-594-4335 or peter@baileyschmidt.com
511 Pierce Street	Suite 1	3,000 - 15,000	\$28 per sq. ft. NNN	3 offices, 1 conference room, lobby, copy room, kitchen/break room. Call for details.	Office	Michael Lasky or David Kolar 248- 647-7600
101 Southfield Road		12,845		Loft office. Call for details.	Office	Ara Atesian/Atesian Realty 248-362- 2870 ara@atesian.net
237 Willits Alley		900	\$30 per sq. ft. gross plus utilities	Three private office spaces on the main floor of the Merrill Street Office Building. Completely redeveloped multi-tenant office building! Common conference rooms, cafe / lounge and outdoor patio space is included with your tenancy. Site has 22 reserved covered parking spaces, 30 reserved surface spaces, and 880 car parking structure directly adjacent to building.	Office	Kim Elliott/Keller Williams 586-246- 5007
550 West	Unit 2	108	\$1,200 per month		Office	
Old Woodward 555 Avenue, South	Suite 705	1,120	\$30.50 per sq. ft. gross plus electric	Call for details.	Office	Dan Morse 248-936-6822 or Brendan George 248-351-2039
825 Bowers Street		5,113	\$33 per sq. ft. NNN	Free standing building with abundant parking in Birmingham's Triangle District. Call for details.	Office/Retail	Eric Banks/CORE Partners 248-399- 9999 edb@corepartners.net
						Todd Hawley 248-848-4124 todd.hawley@freg.com or Robert Hibbert 248-848-4133 robert.hibbert@freg.com Friedman Integrated Real Estate
344 Hamilton Row Maple Road, 261 East	2nd Floor Lower Level	2,050	\$24.50 NNN	Call for details.	Office/Retail	Bedros Avedian 248-203-2626
Maple Road, 361 East	2nd Floor	4,500	\$10 per sq. ft.	New construction, mixed-use up to 4,400 sq. ft. office 2nd and 3rd floor. Call for details	Office/Retail	Emil Cherkasov/Forward Commercial Group 248-662-5066
		4,400		Short-term lease, month-to-month, up to 1 year. Ideal for retail or office including pop-up, seasonal or temp needs w/signage rights. Waiting/reception, conference room, 4 offices, kitchen, bath and storage. Call for details.	Office/Retail	
Maple Road, 361 East		2,100	\$19 per sq. ft. modified gross		Office/Retail	Emil Cherkasov/Forward Commercial Group 248-662-5066

BIRMINGHAM SHOPPING DISTRICT - AVAILABLE PROPERTIES REPORT

MAY 2018

Property Address	Street Name	Suite #/ Floor	Sq. Ft.	Amount	Notes	Office/Retail	Owner/Contact Info.
55	Maple Road, West	2nd Floor	6,300		Completely renovated building with floor to ceiling windows and prominent exterior signage opportunities. Call for details.	Office/Retail	Angela Thomas athomas@signatureassociates.com 248-359-3838 or Erica Dunlap edunlap@signatureassociates.com 248-359-3808
211-213	Maple Road, West	Lower Level	6,000	\$8 gross + electric	Second story office space above Jos A Banks. Call for details.	Office/Retail	Peter Noonan/Bailey, Schmidt & Associates 248-594-4335 or peter@baileyschmidt.com
280	Old Woodward Avenue, North	Suite 100	5,994	\$34 per sq. ft. plus electric	Call for details.	Office/Retail	Tom Kosik/JFK Investment 248-333-2373 x 103
280	Old Woodward Avenue, North	Suite 211	2,076	\$25.50 per sq. ft. plus electric	Call for details.	Office/Retail	Tom Kosik/JFK Investment 248-333-2373 x 103
280	Old Woodward Avenue, North	Suite 220	1,374	\$28.50 per sq. ft. plus electric	Call for details.	Office/Retail	Tom Kosik/JFK Investment 248-333-2373 x 103
700	Old Woodward Avenue, North			\$22 per sq. ft. NNN	Suite entry off municipal parking spaces, ideal location for retail, medical or professional use. Call for details.	Office/Retail	Todd Hawley 248-324-2000 todd.hawley@freg.com
400	Old Woodward Avenue, South		7,664	\$35 per sq. ft. NNN	High-End, mixed-use development. Willing to divide space.	Office/Retail	Lou Frango 248-226-1678 or Matt Seeley 248-226-1864
280	Old Woodward, North	Suite 240	3,402	\$28.50 per sq. ft. plus electric	Call for details.	Office/Retail	Tom Kosik/JFK Investment 248-333-2373 x 103
135	Pierce Street		888	\$35 per sq. ft. NNN	Office/Retail with signage available - Great opportunity with location on much desired Pierce Street in Downtown Birmingham. Close to restaurants, shopping, and banking. Call for details.	Office/Retail	Emil Cherkasov/Forward Commercial Group 248-662-5066
148	Pierce Street		5,250		Full basement, main and second floors each 1,750 sq. ft. Available immediately. Call for details.	Office/Retail	Petet Sobelton 248-705-5122
110	Willits		1,824	\$36 per sq. ft. NNN	Can be combined with 114 Willits for 17,235 sq. ft. Extensive glass-line. Call for details.	Office/Retail	Chuck Howard/Transwestern 248-821-7722 charles.howard@transwestern.com
114	Willits		15,411	\$36 per sq. ft. NNN	Comes with 2,430 sq. ft. mezzanine which is not included in the size. Can be combined with 110 Willits for 17,235 sq. ft. Call for details.	Office/Retail	Chuck Howard/Transwestern 248-821-7722 charles.howard@transwestern.com
111	Elm Street	1st floor			The luxurious All Seasons of Birmingham offers the opportunity to run a business directly from the comfort of your apartment home! Limited one and two bedroom Live/Work apartments with signage and entrance on Maple Road are now available. Customer parking and valet parking are included. Call for details	Retail	All Seasons of Birmingham 248-594-3200 asphleasing@beztak.com
205	Maple Road, East		717		Call for details.	Retail	Mike Lasky or David Kolar 248-647-7600
323	Maple Road, East		1,250		Call for details.	Retail	Bedros Avedian 248-705-2626

BIRMINGHAM SHOPPING DISTRICT - AVAILABLE PROPERTIES REPORT

MAY 2018

Property Address	Street Name	Suite #/ Floor	Sq. Ft.	Amount	Notes	Office/Retail	Owner/Contact Info.
361	Maple Road, East	1st floor	770		New construction, mixed-use building with 770 square feet retail on ground floor. Call for details.	Retail	Emil Cherkasov/Forward Commercial Group 248-662-5066
137	Maple Road, West		1,993	\$42 per sq. ft. NNN	This exquisite space is in the hottest retail spot in downtown Birmingham. Call for details.		Angela Thomas athomas@signatureassociates.com 248-359-3838 or Erica Dunlap edunlap@signatureassociates.com 248-359-3808
163	Maple Road, West		1,800	\$38 per sq. ft. NNN	Plus basement space. Currently occupied by VIBE. Available May 1, 2018. Highly improved. Call for details.	Retail	Bob Freund 858-232-6867 robertfreund08@gmail.com
175	Maple Road, West				Call for details.	Retail	Dan Jacob/Taylor Real Estate 248-892-9000 djacob@taylor-re.com
185	Maple Road, West		1,725	\$36 per sq. ft. NNN	Plus 500 sq. ft. of basement space. Can be combined with 175 West Maple Road (also has 500 sq. ft. of basement space). Call for details.	Retail	Dan Jacob/Taylor Real Estate 248-892-9000 djacob@taylor-re.com
168	Maple Road, West		6,000		Prime retail space in the heart of Birmingham. 11 foot ceiling and all glass storefront. Call for details.	Retail	Rob Hibbert/Friedman Real Estate Group 248-760-7144 or robert.hibbert@freg.com
101	Old Woodward Avenue, North		3,400		Lower level storage space. Call for details.	Retail	Najor Companies/Brian Najor 248-433-7000
135	Old Woodward Avenue, North		3,500		Call for details.	Retail	Najor Companies 248-433-7000 info@najorcompanies.com
167	Old Woodward Avenue, North		1,700		Call for details.	Retail	Najor Companies 248-433-7000 info@najorcompanies.com
183	Old Woodward Avenue, North		2,260	\$32 per sq. ft. NNN	(Former New Bangkok Thai Bistro).	Retail	Slater Management 248-269-9484 Mid-America Real Estate 248-855-6800 Brad
202	Old Woodward Avenue, North		7,979				Rosenberg/brosenberg@midamerica grp.com or cynthia Kratchman/ckratchman@midamerica grp.com or Adam Goodman/agoodman@midamericagr p.com
724	Old Woodward Avenue, North		2,600		In the Palladium. Call for details.	Retail	Najor Companies 248-433-7000 info@najorcompanies.com
110	Old Woodward Avenue, South		1,200		Call for details.	Retail	Mike Lasky or David Kolar 248-647-7600
555	Old Woodward Avenue, South	Suite 20U	1,975	\$26.50 per sq. ft. modified gross	Call for details.	Retail	Dan Morse 248-936-6822 or Brendan George 248-351-2039
555	Old Woodward Avenue, South	Suite 23L	1,541	\$18.50 per sq. ft. modified gross	Call for details.	Retail	Dan Morse 248-936-6822 or Brendan George 248-351-2039
555	Old Woodward Avenue, South	Suite 24L	2,369	\$18.50 per sq. ft. modified gross	Call for details.	Retail	Dan Morse 248-936-6822 or Brendan George 248-351-2039

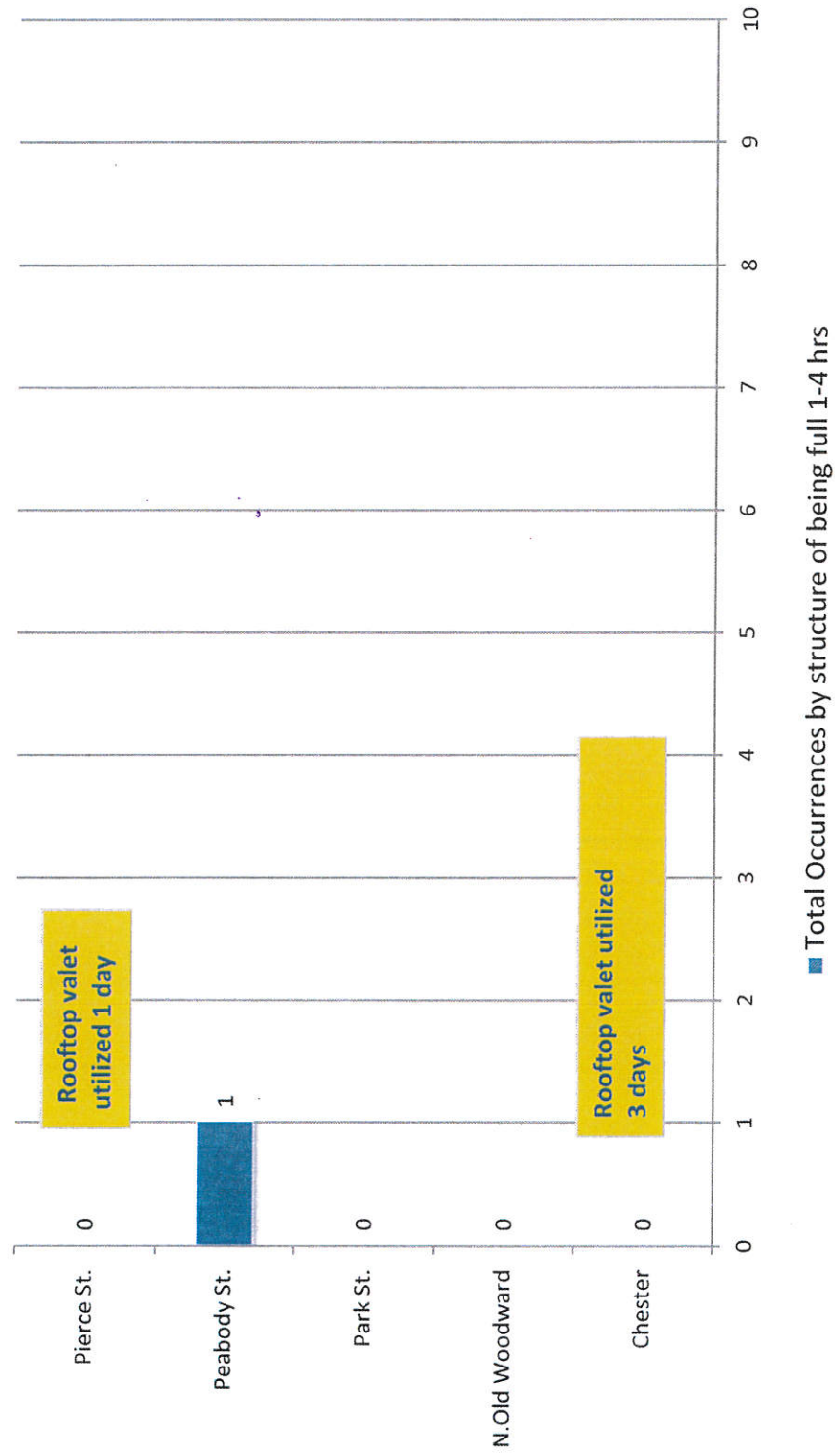
BIRMINGHAM SHOPPING DISTRICT - AVAILABLE PROPERTIES REPORT

MAY 2018

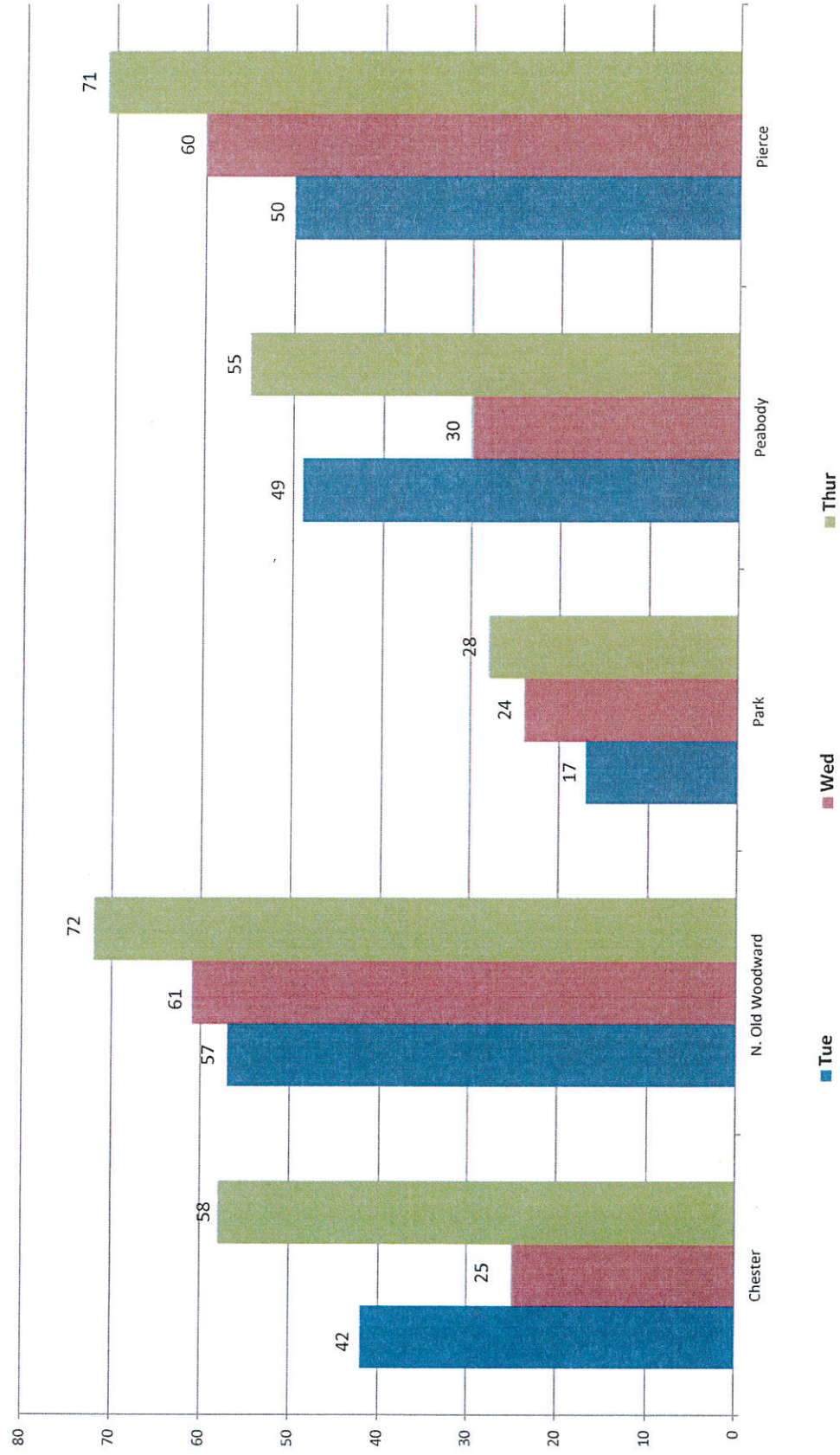
Property Address	Street Name	Suite #/ Floor	Sq. Ft.	Amount	Notes	Office/Retail	Owner/Contact Info.
555 Woodward Avenue, South	Old Woodward Avenue, South	Suite 24U	1,612	\$26.50 per sq. ft. modified gross	Call for details.	Retail	Dan Morse 248-936-6822 or Brendan George 248-351-2039
555 Woodward Avenue, South	Old Woodward Avenue, South	Suite 25L	1,925	\$18.50 per sq. ft. modified gross	Call for details.	Retail	Dan Morse 248-936-6822 or Brendan George 248-351-2039
555 Woodward Avenue, South	Old Woodward Avenue, South	Suite 27L	2,456	\$18.50 per sq. ft. modified gross	Call for details.	Retail	Dan Morse 248-936-6822 or Brendan George 248-351-2039/CBRE
205 Pierce Street	Pierce Street	Lower Level	3,000	\$3,500 gross + electric per month	Street level showcase window. Call for details.	Retail	Dan Jacob/Taylor Real Estate 248-892-9000 djacob@taylor-re.com
117 Willits	Willits		7,812		(Former Mitchell's) Prime location in downtown Birmingham. The former Mitchell's Fish Market is located at the base of Willits Condominiums. This site is located next to Cameron's Steakhouse and directly across the street from the North Old Woodward Parking Deck. Call for details.		Tony Schmitt/Mid-America Real Estate 248-855-6800 tschmitt@midamericagrp.com or Brad Rosenberg/Mid-America Real Estate 248-855-6800
34000 Woodward Avenue	Woodward Avenue		7,121	\$22 per sq. ft. NNN	Great corner space. Private parking lot - 31 spaces. Call for details.	Retail	brosenberg@midamericagrp.com
794 Woodward Avenue, North	Old Woodward Avenue, North		930		(Formerly Esquire Cleaners). Call for details.	Retail	Dan Winter/Prime Management 313-909-6800
255 Woodward Avenue, South	Old Woodward Avenue, South	Suite 150	4,055	\$37.50 per sq. ft.	(Currently Ligne Roset). Call for details.	Retail	Matt Croswell/CBRE 248-351-2084 cell 248-207-3128
						Retail	James Esshaki 248-645-5900

Parking Full Status by Structure

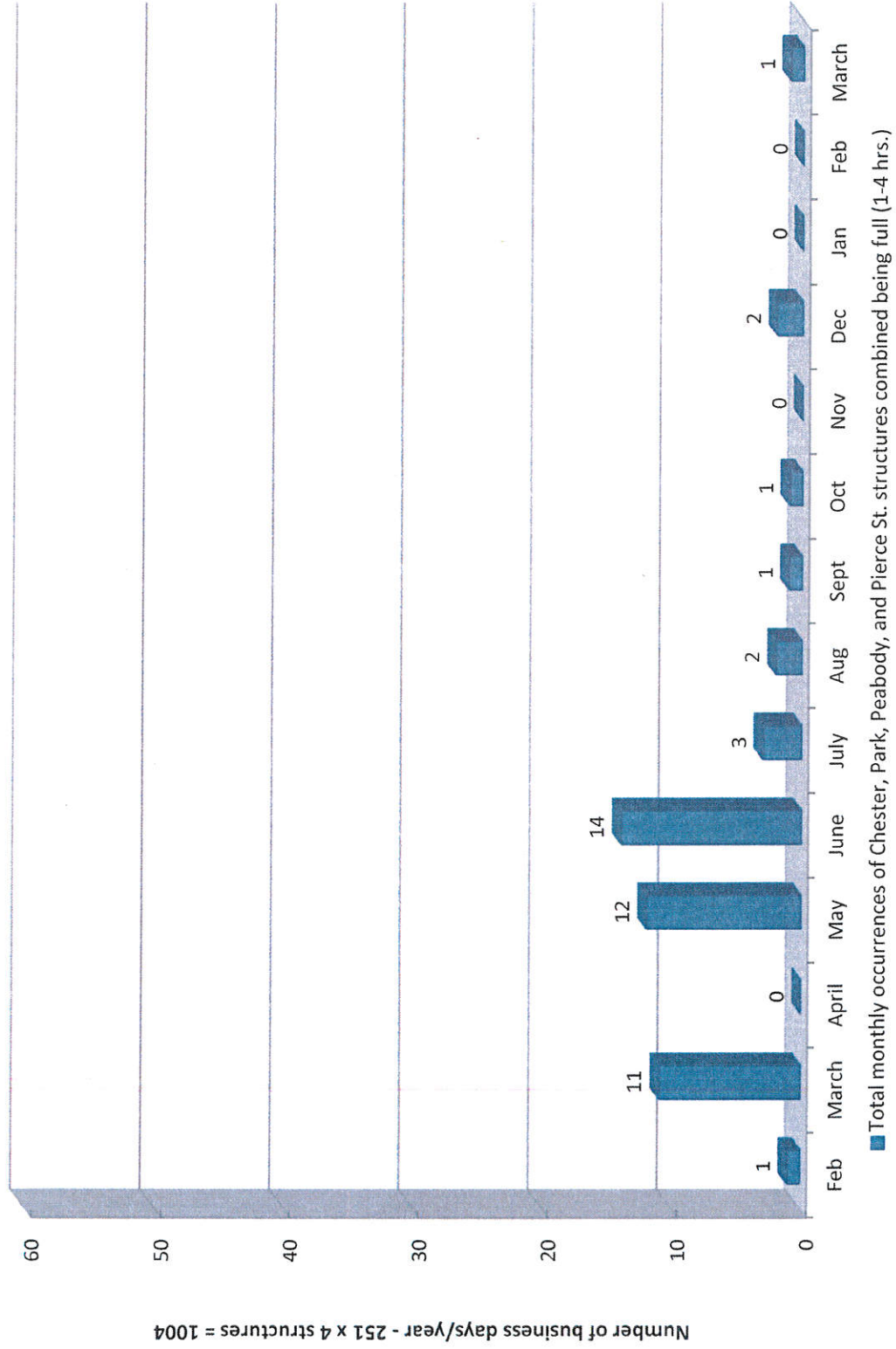
March 2018 Business Days Only (M-Friday)



Structure Occupancy at 1 pm Tuesday-Thursday **Average Available Spaces - March 2018**

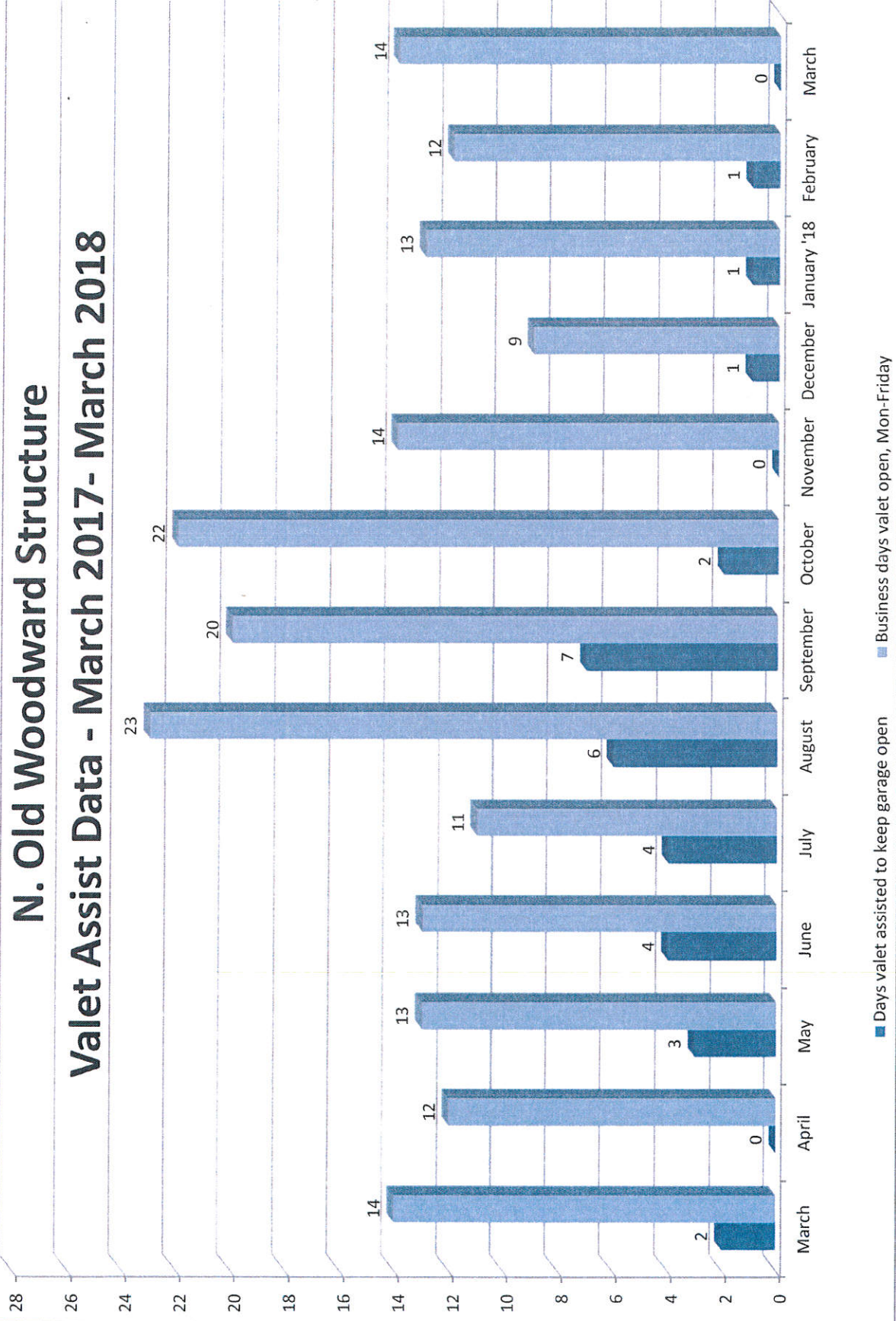


2017-18 Combined Parking Structure Full Status



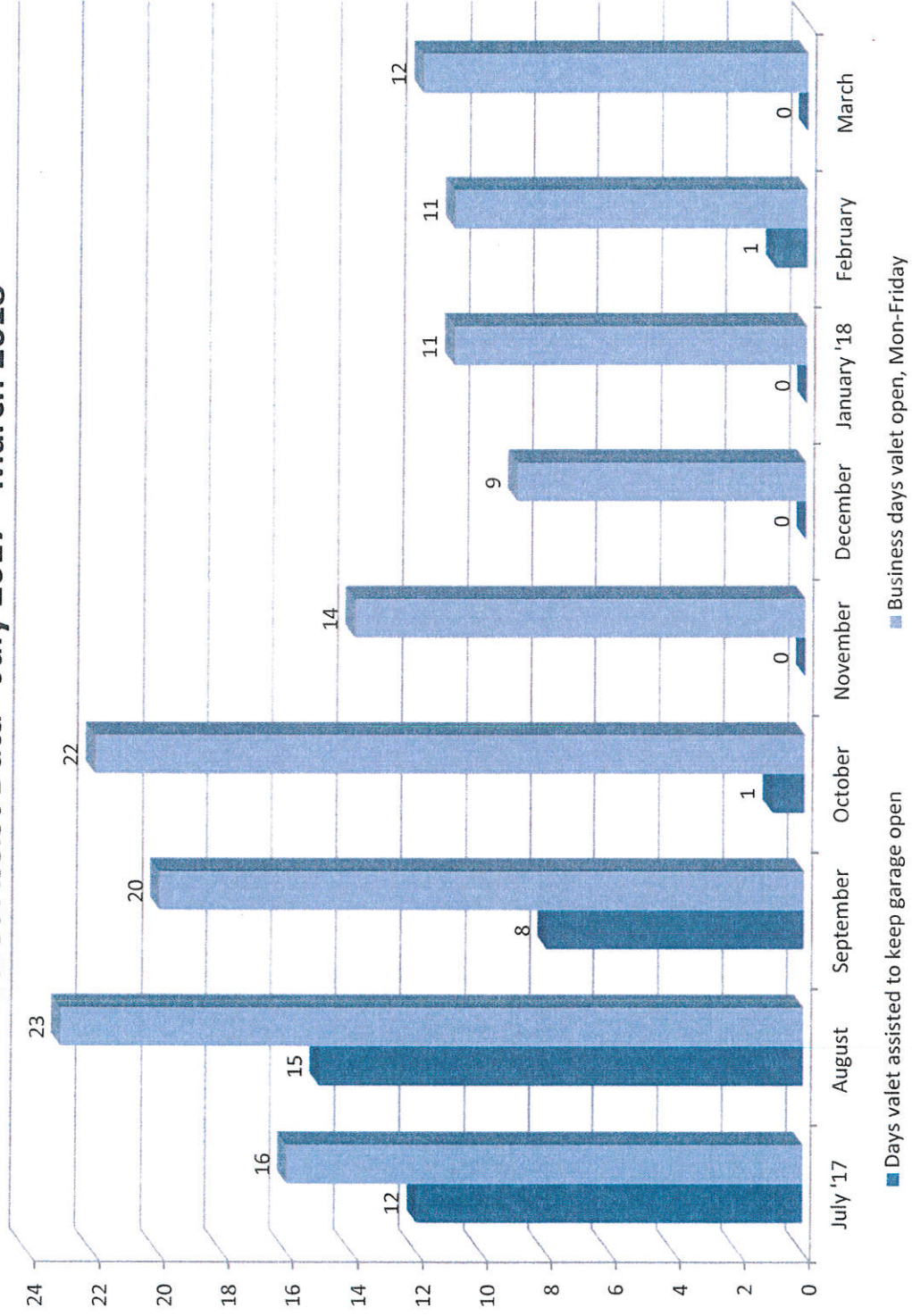
N. Old Woodward Structure

Valet Assist Data - March 2017- March 2018



Park Street Structure

Valet Assist Data - July 2017 - March 2018



Birmingham Principal Shopping District Board

Voucher List For: 05/03/2018

Early Release	Vendor	Description	Account	Amount
	ART/DESIGN GROUP LTD	ARTWORK FOR CONSTRUCTION, BFM & ARTLOFT PLAQUE	MARKETING & ADVERTISING	3,843.50
	ART LOFT	BONUS BUCK REIMBURSEMENT	SPECIAL EVENTS	80.00
	BEIER HOWLETT P.C.	MISC LEGAL FEES	OTHER LEGAL	304.98
	C & G PUBLISHING INC.	FARMERS MARKET ADVERTISING	MARKETING & ADVERTISING	386.40
	CHRISTINA MORGAN	PERFORMANCE AT BFM 5-13-18	SPECIAL EVENTS	200.00
	DETROIT METRO CONVENTION & VISITOR	MEMBERSHIP 6/1/18 - 5/31/19	MEMBERSHIP & DUES	375.00
	DOWNTOWN PUBLICATIONS INC	FARMERS MARKET & CONSTRUCTION ADVERTISING	MARKETING & ADVERTISING	528.00
	DRUM DANCER RECORDS INC	PERFORMANCE AT BFM 5-27-18	SPECIAL EVENTS	200.00
	EVEREVE	BONUS BUCKS REIMBURSEMENT	SPECIAL EVENTS	140.00
	LOGICAL SOLUTIONS ENTERPRISE INC	PRINTING OF BBB & MAP POSTCARDS	MARKETING & ADVERTISING	898.00
	MICHIGAN .COM	GENERAL & CONSTRUCTION ADVERTISING	MARKETING & ADVERTISING	936.01
	NICK 'S MAINTENANCE SERVICE	APRIL SNOW CLEARING	SNOW REMOVAL CONTRACT	9,416.00
	OFFICE DEPOT INC	MISC OFFICE SUPPLIES	OPERATING SUPPLIES	42.88
	RACHEL WINER	APRIL 11 - MAY 11 SOCIAL MEDIA	MARKETING & ADVERTISING	850.00
	SP+ CORPORATION	EMPLOYEE PARKING	OTHER CONTRACTUAL SERVI	100.00
	UTEC	QUARTERLY CONTRACT 12-26- 17 TO 3-25-18	EQUIPMENT MAINTENANCE	176.52
	WJBK	DIGITAL CAMPAIGN FOR CONSTRUCTION	MARKETING & ADVERTISING	1,000.00
*	LAURIE BLUME	FARMERS MARKET POSTER	MARKETING & ADVERTISING	400.00
*	IN-HOUSE VALET INC	CONSTRUCTION VALET SERVICES APRIL 2-8	OTHER CONTRACTUAL SERVICE	6,188.00
*	IN-HOUSE VALET INC	CONSTRUCTION VALET APRIL 9 -15	OTHER CONTRACTUAL SERVICE	6,987.00

Birmingham Principal Shopping District Board

Voucher List For: 05/03/2018

Early Release	Vendor	Description	Account	Amount
Total:				\$ 33,052.29
Journal Entries				
		Survey Monkey		\$ 252.00
		Petty Cash – cupcakes for construction kick off & paper for BBB's		69.80
		Petty Cash – Ellen's bday treats		35.00
		Sam's Club – 2 canopies for Farmers Market		399.96
		istockphoto.com – stock photos for marketing		520.00
		Facebook boost for valet and BBB's		600.00
		Home Depot – 2 x 4's for construction zone banners		39.68
		Sam's Club – Tent		313.82
		Total		\$ 2,230.26
		TOTAL VOUCHERS & JOURNAL ENTRIES		\$ 35,282.55

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

Board Chair_____

Date _ _ _ _ _



The Shopping District

MEMORANDUM

DATE: May 3, 2018

TO: Birmingham Shopping District Board of Directors

FROM: Executive Director, Ingrid Tighe

SUBJECT: New Business Item 8 A Birmingham Bonus Bucks Phase Two Approval

The Birmingham Bonus Bucks program has been so successful that the promotion maximum of \$20,000 has been reached within three weeks. Rather than eliminate the program altogether, the BSD Special Events committee recommends allocating \$10,000 from its Special Events committee budget to provide additional funding toward Phase Two of the Birmingham Bonus Bucks promotion. Due to the Special Events committee cutting its costs for the annual Santa Claus contract by 50% (saving \$5,000) and electing to forego a mid-construction event in support of the Birmingham Bonus Bucks, the Special Events committee is able to financially support this initiative without any negative impact to its overall budget.

Suggested Action- New Business Item 8 A:

To approve the BSD Special Events Committee recommendation to allocate \$10,000 of its budget to the Birmingham Bonus Bucks Phase Two promotion, pending final staff review and final revisions if required.

Birmingham Bonus Bucks Phase Two

Shopper Information

- \$10 in Birmingham Bonus Bucks will be awarded to shoppers for every \$100 in purchases at BSD shops and boutiques, and for every \$200 spent at BSD restaurants. A restaurant is defined as any BSD business that serves food and beverages. Groceries, tax and tip do not qualify.
- Birmingham Bonus Bucks must be redeemed in person for their full \$10 value (no change will be given) during one purchase at a participating BSD business by July 25, 2018.
- Individuals are eligible to earn a maximum of \$50 in Birmingham Bonus Bucks each month during the promotional period. Monies from submitted receipts may not be applied or carried over for future BBBs.
- Shoppers may download the Birmingham Bonus Bucks Submission Form at the BSD website. Shoppers will submit their contact information, the name of the store(s)/restaurants, dollars spent and upload a photo of their receipts. The BSD will issue Birmingham Bonus Bucks and mail them (via USPS) to the shopper. Authentic Birmingham Bonus Bucks will be numbered and embossed.
- Purchases made while redeeming Birmingham Bonus Bucks will not count toward earning more Birmingham Bonus Bucks.
- Online submissions of receipts must be received no later than July 16, 2018 in order for Birmingham Bonus Bucks to be mailed to the recipient.
- Individuals must apply for BBBs for themselves and not on behalf of others.
- Exclusions include: groceries, tax, tip, movies, memberships, fitness clubs, packaged alcohol, tobacco, pharmaceuticals, hair salons, services, medical and dental expenses, and hotel stays.
- The BSD has the right to deny a claim or request further information on a transaction, as necessary.

Information for Merchants

- \$10 in Birmingham Bonus Bucks will be awarded to shoppers for every \$100 in purchases at BSD shops and boutiques, and for every \$200 spent at BSD restaurants until the promotion maximum has been reached. A restaurant is defined as any BSD business that serves food and beverages.
- When you receive Birmingham Bonus Bucks, immediately write your store name and date on each BBB. Please note customers will be submitting Birmingham Bonus Bucks from both the initial program and from phase two. Blue BBBs have a \$20 value and yellow BBBs have a \$10 value.
- Birmingham Bonus Bucks will be numbered and embossed – they should only be redeemed by merchants if they have the proper markings on them. Please note all Birmingham Bonus Bucks expire on July 25, 2018.

- Merchants should direct shoppers to www.ALLINBirmingham.com/BBB for details about how to receive their BBBs.
- Third parties may not file receipts on behalf of customers.
- BBBs will only be distributed directly to customers either in person or by mail.
- Employees may not earn or use BBBs at the store at which they are employed.
- Merchants will bring collected BBBs to the BSD office. The BSD will record the number of BBBs redeemed at each store and will process reimbursement checks monthly.
- Birmingham Bonus Bucks must be turned in to the BSD office by August 15th for reimbursement – NO EXCEPTIONS.

SCHEDULED TO OPEN/MOVED/CLOSED IN LAST 12 MONTHS

MAY 2018

Office Occupancy Rate 90%

Retail Occupancy Rate 96%

Name of Business	Property Address	Street Name	Notes	Date of notification	Scheduled to Open/Moved/Closed/Opened in last 12 months
Dry Bar	137	Maple Road, West	Salon/Spa	3/8/2018	Scheduled to open
Beauty Club	327	Hamilton Row	Salon/Spa	2/21/2018	Scheduled to open
Roma Notte, LLC	245	Maple Road, West	Apparel & Accessories - Women	2/16/2018	Scheduled to open
Grabbagreen	167	Old Woodward, North	Dining	2/16/2018	Scheduled to open
White Birch	141	Maple Road, West	Apparel & Accessories - Women	1/19/2018	Scheduled to open
Alex Emilio Salon	730	Old Woodward, North	Salon/Spa	1/8/2018	Scheduled to open
Taste of Ethiopia	183	Old Woodward, North	Dining	11/3/2017	Scheduled to open
Verizon	135	Old Woodward, South		4/13/2018	Opened
Kohler Signature Store	724	Old Woodward, North	Specialty Retailer	3/19/2018	Opened
St. Croix Shop	268	Maple Road, West	Men	1/11/2018	Opened
Savaya Salon	544	Old Woodward, North	Salon/Spa	1/8/2018	Opened
Union Barber	185	Maple Road, West	Barber	1/5/2018	Opened
Supernatural	303	Maple Road, East	Apparel & Accessories	12/1/2017	Opened
Massage Envy	34256	Woodward Avenue	Salon/Spa	11/13/2017	Opened
Starbucks Reserve	101	Old Woodward, North	Dining	9/29/2017	Opened
Fox Fit Nutrition	966	Maple Road, East	Health/Fitness	9/8/2017	Opened
Ly sushi	768	Old Woodward, North	Dining	8/1/2017	Opened
Bon Cook	34901	Woodward Avenue	Culinary	8/1/2017	Opened
Birmingham Roast	525	Brown Street, East	Coffee	7/1/2017	Opened
Lady Jane's	34915	Woodward Avenue	Barber Shop	7/1/2017	Opened
Shapes	223	Old Woodward, South	Bridal/Formal	5/15/2017	Opened

SCHEDULED TO OPEN/MOVED/CLOSED IN LAST 12 MONTHS

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MAY 2018

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Name of Business	Property Address	Street Name	Notes	Date of notification	Scheduled to Open/Moved/Closed/Opened in last 12 months
lucy	137	Maple Road, West	Apparel & Accessories - Women	1/23/2018	Closed
polpetta	126	Old Woodward, South	Dining	1/17/2018	Closed
Four Story Burger	209	Hamilton Row	Restaurant	1/12/2018	Closed
The Home & Garden Shop	245	Maple Road, West	Home Furnishings	1/8/2018	Closed
Felicia Salon	730	Old Woodward, North	Salon/Spa	1/8/2018	Closed
Mitchell's Fish Market	117	Willits	Restaurant	1/8/2018	Closed
Skin by Dr. Lori	353	Old Woodward Avenue, South	Health/Fitness	11/15/2017	Closed
Massage Green Spa	34110	Woodward Avenue	Salon/Spa	11/13/2017	Closed
Mountain King Chinese Restaurant	469	Old Woodward, South	Restaurant	10/9/2017	Closed
REVIVE	154	Maple Road, West	Apparel & Accessories - Men	10/1/2017	Closed
Art & Frame Station	215	Peabody Street	Antiques & Galleries	9/8/2017	Closed
Beaty by RX	286	Maple Road, West	Salon/Spa	9/8/2017	Closed
Sweet Earth	141	Maple Road, West	Food Specialties	8/29/2017	Closed
Ligne Roset	255	Old Woodward, South	Home Furnishings	8/1/2017	Closed
Karen Egren	550	Merrill Street, West	Jewelry	7/13/2017	Closed

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Name of Business	Property Address	Street Name	Notes	Date of notification	Scheduled to Open/Moved/Closed/Opened in last 12 months
Back In Time	227	Old Woodward, South	Jewelry	7/11/2017	Closed
Birmingham Tan	555	Old Woodward, South	Salon	6/1/2017	Closed
Esquire Cleaners	794	Old Woodward, North	Cleaners	6/1/2017	Closed
Esquire Cleaners	608	Old Woodward, South	Cleaners	6/1/2017	Closed

CITY BOARD/COMMITTEE ATTENDANCE RECORD

Name of Board: Birmingham Shopping District
Members Required for Quorum: 7

Year: 2018

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																	
Richard Astrein	P	P	A	P											3	1	75%
Rachael A.-Woods	A	P	P	P											3	1	75%
Cheryl Daskas	P	P	P	P											4	0	100%
Samy Eid	P	P	P	P											4	0	100%
Doug Fehan	P	P	P	P											4	0	100%
Geoffrey Hockman	P	A	P	A											2	2	50%
Amy Pohlod	P	P	P	A											3	1	75%
Steve Quintal	P	P	P	P											4	0	100%
Bill Roberts	P	P	P	P											4	0	100%
Judy Solomon	A	P	A	P											2	2	50%
Sam Surrow	P	P	P	P											4	0	100%
Joe Valentine	P	P	P	P											4	0	100%
Reserved															0	0	#DIV/0!
Reserved															0	0	#DIV/0!
Present or Available	10	11	10	10	0	0	0	0	0	0	0	0	0	0	0	0	

KEY:

A = Member absent

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 151 Martin Street
Birmingham, MI 48009
248-530-1200

BSD COMMITTEES
MONTHLY MEETING SCHEDULE
MAY 2018

BSD BOARD

THURSDAY 5/3 @ 8 A.M. – COMMUNITY HOUSE

MAINTENANCE/CAPITAL IMPROVEMENTS

TUESDAY 5/8 @ 8 A.M. – CITY HALL

MARKETING/ADVERTISING

THURSDAY 5/10 @ 8:30 A.M. – CITY HALL

SPECIAL EVENTS

FRIDAY 5/11 @ 8:30 A.M. – CITY HALL

BUSINESS DEVELOPMENT

FRIDAY 5/17 @ 8:30 A.M. – CITY HALL

EXECUTIVE

MONDAY 5/2 @ 8 A.M. – CITY HALL

NOTE: City Hall meeting location is second floor conference room 202-203.

Notice: Individuals requiring accommodations, such as interpreter services, for effective participation in this meeting should contact the City Clerk's Office at [\(248\) 530-1880](tel:2485301880) at least one day in advance of the public meeting.

Las personas que requieren alojamiento, tales como servicios de interpretación, la participación efectiva en esta reunión deben ponerse en contacto con la Oficina del Secretario Municipal al [\(248\) 530-1880](tel:2485301880) por lo menos el día antes de la reunión pública. (Title VI of the Civil Rights Act of 1964).