

I. **CALL TO ORDER:** The meeting was called to order at 8:30 AM with Chair Rob Onesko presiding.

II. **ROLL CALL:**

*Present:* Matthew Baumgarten  
Donna Dirkse  
Petro Drakopoulos  
Maggie Gabel  
Lawrence Gallagher  
Andy Gilbert  
Eli Hurwitz  
Alanda Knox  
Mitchell Moses  
Rob Onesko  
Matteo Passalacqua  
Dottie Popp

*Absent:* Bryan Schnicker – *excused*  
Wayne Wudyka – *excused*

*Also present:* Steve Baker, City Counsel Liaison  
Vivian Carmody, Berkley DDA Director  
Nicole Miller, Chamber of Commerce  
Doug Penney, Resident

III. **APPROVAL OF AGENDA:** On motion by Gallagher and second by Knox, the agenda was unanimously approved by the Board.

IV. **APPROVAL OF MINUTES:**

A. **Meeting of February 14, 2018:** On motion by Moses and second by Dirkse, the minutes were unanimously approved by the Board.

V. **TREASURER'S REPORT:**

The Revenue and Expenditure report for the period ending 2/28/18 was included in the packet e-mailed to the Board. New Treasurer Moses reported that almost all expected income had been received and that expenses are on track. He will have a more detailed report at the April meeting.

**VI. DISCUSSION/ACTION ITEMS:**

**A. DDA Computer Purchase**

Carmody reported updating her current personal computer to allow for enough memory for Berkley data would cost more than expected, or @\$500.00. She suggested that the DDA purchase its own computer and included in the Board packet examples of refurbished Macbook computers that cost between \$650.00 and \$1,000.00. Board members with tech expertise will compare the models and give her their opinion of the best value. The new computer would be the property of the DDA, remain with the DDA, and the DDA staff and board members would be able to access all the files on it.

Passalacqua moved to approve up to \$1,000.00 to purchase a new refurbished computer for DDA use, Drakopoulos seconded, and the motion was unanimously approved by the Board.

**VII. Committee Reports – Included in Board packet.**

**VIII. Staff & Community Reports:**

**A. Executive Director – Vivian Carmody**

**1. MSOC Application Update**

Carmody reported that Council approved a resolution of support for the Main Street application at their March 5 meeting. Carmody will also be seeking a letter of support from the Berkley School District (through Gallagher) as well as a letter of support from the Chamber of Commerce. The Business Development Committee is compiling statistics to accompany the application, and the application will be ready to submit by the end of March.

The seven-member Berkley team will be attending the National Main Street conference in Kansas City at the end of March. Members of the team will be asked to make presentations to the Board about that experience when they return from the conference (over several meetings).

**2. Traffic Study update**

Carmody reported that the study should be completed in about a week and is part of the joint road diet effort with Huntington Woods and Oak Park as it relates to Coolidge from I-696 north. The “road diet” concepts will be followed by a public input session, probably in April, ideally with all three communities. The goal is to submit a TAP grant application to cover costs and wrap into Berkley’s wayfinding project. Passalacqua encouraged Board members to visit other “road diet” locations to make better decisions about “right” and “wrong” approaches.

**3. MOGO update**

Carmody reported that City Council is supporting the joint application for a grant to have the bike sharing MOGO project installed. She reported that program costs will supposedly be covered by sponsorship and riders but there is money in the budget just in case.

**4. Design Guidelines update**

Carmody reported that about 35 people attended the public input session. She asked Board members to go on the web, review the boards, and then submit some feedback comments.

**5. RCOC update**

Carmody reported that the Road Commission, which she contacted earlier in the year, was initially negative to both the concept of a parklet on 12 Mile as well as a crosswalk at Robina, citing safety concerns, but they’re open to future discussion. She’ll reach out to them again to continue the conversation.

**6. Art & About Update**

Carmody reported that the first Art and About is scheduled for May 11. The Michigan Guild of Artists and Artisans is planning to partner with the DDA on some of those events, including a “Made in the Mitten” art show with up to 140 vendors on Coolidge May 12 when the street will be closed. Carmody praised the work of the volunteers on the committee that got Art and About going last year and noted it’s what makes Main Street communities so successful. She needs to finalize details with the Police Chief Friday about closing Coolidge.

**B. City Council** – Baker thanked Bridget Dean for her work on the DDA and welcomed her to City Council as she was just appointed to fill that vacancy. He reported that Council had its second reading of the Complete Streets ordinance. An open house on the second bond proposal for updating City buildings would be taking place Thursday evening, March 15, at 6:30. The Michigan Municipal League conference is to be held the week of March 19, and then Baker would be traveling to the National Main Street Conference in Kansas City as one of Berkley’s representatives. He also noted that a transit proposal was being presented by Wayne County Executive Evans in support of the Regional Transit Authority’s mass transit initiative.

**C. Planning Commission:**

Absent. Baumgarten reported that the commission is beginning work on the RRC public participation plan and has set up a subcommittee.

**D. Chamber of Commerce:**

Miller reported that the Chamber now has 146 members. The Explore Berkley gift certificate plan has sold @\$4,000 in certificates. They have already received 47 applications for Art Bash, which will expand the children’s section this year (towards Coolidge). Participation in the Scavenger Hunt was mediocre. The Hometown Art celebration went well. The Chamber is looking to have some joint meetings with the DDA to strengthen that partnership. The Street Art Fest is in the planning stages, and they’re planning to expand it and also close Coolidge for the event.

**IX. Board of Directors Comments:**

Onesko reported that budget meetings would begin the following Tuesday. He thanked everyone going to the National Main Street Conference. Amanda from the Marketing and Promotions Committee created a spreadsheet of the conference sessions to help the attendees spread their participation around most efficiently.

**X. Public Comments:**

Miller announced that the Huntington Woods Women’s League June tour booklets would have separate advertising sections related to the different services offered, such as retail, dining, and home improvement, geared to local merchants, and it could be kept as a reference.

**XI. Adjournment:**

The meeting was adjourned at 9:14 AM on motion by Dirkse and second by Knox. The motion was approved unanimously by the Board.