

Village of Beverly Hills
Regular Village Council Meeting
Tuesday, March 1, 2022

Municipal Building
18500 W. 13 Mile Road
7:30 p.m.

Zoom link: <https://us02web.zoom.us/j/81495807715>

Meeting ID: 814 9580 7715

Dial in: 1-646-876-9923 (US)

AGENDA

Roll Call/Call to order

Pledge of Allegiance

Amendments to Agenda/Approve Agenda

Community Announcements

Public Comments on items not on the published agenda

Consent Agenda

1. Review and consider approval of [minutes](#) of a special Council meeting held February 8, 2022.
2. Review and consider approval of [minutes](#) of a regular Council meeting held February 15, 2022.
3. Review and file [bills](#) recapped as of Monday, February 28, 2022.

Business Agenda

1. Review and consider [Change Order No. 2](#) for the 2021 Concrete Patch Repair Program.

Public comments

Manager's [report](#)

Council comments

Adjournment

This will be a hybrid meeting held in person in the Village Council Chambers with a remote participation option available via Zoom due to the COVID-19 pandemic.

The Village of Beverly Hills will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities attending the meeting upon three working days' notice to the Village. Individuals with disabilities requiring auxiliary aids or services should contact the Village by writing or phone, 18500 W. Thirteen Mile Beverly Hills, MI 48025 (248) 646-6404.

SPECIAL COUNCIL MEETING MINUTES – FEBRUARY 8, 2022 – PAGE 1

Present: President George; President Pro-Tem Hrydziusko; Members: Abboud, Kecskemeti, Mooney, O’Gorman, and Peddie

Absent: None

Also Present: Interim Village Manager/Village Clerk/Assistant Manager, Rutkowski

President George called the special Village Council meeting to order at 5:03 p.m. in the Village Council Chambers located at 18500 W. Thirteen Mile Road, Beverly Hills, MI 48025. The Pledge of Allegiance was recited by those in attendance.

AMENDMENTS TO AGENDA/APPROVE AGENDA

Motion by Mooney, second by Hrydziusko, to approve the agenda as published.

Motion passed.

PUBLIC COMMENTS

None.

BUSINESS AGENDA**VILLAGE MANAGER CANDIDATE REVIEW WITH MML EXECUTIVE RECRUITER JOYCE PARKER**

MML Executive Recruiter Joyce Parker attended the meeting via Zoom. She went over the following topics regarding the Village Manager candidate search:

- a. Review of Qualification Summary
- b. Review of Potential Semi-Finalists
- c. Review of dates, times, and process for interviews
- d. Review of sample questions for interviews
- e. Review of travel expenses related to candidate interviews
- f. Questions and comments

Parker stated she received 29 applications and conducted phone interviews with those who qualified for the position based on Council’s criteria. She said there was a strong pool of candidates. The candidate profiles were provided to Council and candidates were listed by number, not name, for confidentiality purposes. She stated that she asked each candidate the same questions for consistency. Parker recommended that Council select 5 candidates to interview and 2 alternates at this meeting.

Abboud asked about reference and background checks. Parker stated she did a preliminary social and media check during the first round of interviews and will do more extensive checks once the semi-finalists are selected.

Council reviewed potential semi-finalists and Parker provided clarification on some of the summaries. The Council agreed on the top 5 and 2 alternates to interview.

Parker suggested scheduling interviews at least two weeks out from this meeting and to schedule them all on the same day. Due to conflicting schedules and scheduled vacations, the soonest all of Council was able to meet for the interviews is March 12, 2022. Parker suggested beginning the

THESE MINUTES ARE NOT OFFICIAL. THEY HAVE NOT BEEN APPROVED BY THE VILLAGE COUNCIL.

interviews at 10:00 a.m. on the 12th and said they would last about 40 minutes each, with a ten minute break in between. Parker will send resumes and any additional materials to the Council about a week prior to the scheduled interviews.

Parker stated that she will prepare guidelines and sample interview questions for the Council's review.

Hrydziusko left the meeting at 6:08 p.m.

Parker stated it is reasonable to reimburse candidates for mileage if they request it.

Motion by Mooney, second by Abboud, the Beverly Hills Village Council authorizes reasonable travel reimbursements for the Village Manager semi-finalists to be determined by the Executive Recruiter and requests the Village Attorney draft a primer of interview questions that should not be asked by the Council.

Motion passed.

O'Gorman left the meeting at 6:10 p.m.

Kecskemeti asked that when Parker is reaching out to the candidates to schedule interviews, to please emphasize that the timing is due to school holidays and scheduled travel arrangements and that hiring a new Manager is a priority of the Council.

PUBLIC COMMENTS

None.

ADJOURNMENT

Motion by Mooney, second by Peddie, to adjourn the meeting at 6:13 p.m.

Motion passed.

John George
Council President

Kristin Rutkowski
Village Clerk

REGULAR COUNCIL MEETING MINUTES – FEBRUARY 15, 2022 – PAGE 1

Present: President George; President Pro-Tem Hrydziuszko; Members: Abboud, Kecskemeti, Mooney, O’Gorman, and Peddie

Absent: None

Also Present: Interim Village Manager/Village Clerk/Assistant Manager, Rutkowski
Village Attorney, Ryan
Public Safety Director, Torongeau

President George called the regular Village Council meeting to order at 7:30 p.m. in the Village Council Chambers located at 18500 W. Thirteen Mile Road, Beverly Hills, MI 48025. The Pledge of Allegiance was recited by those in attendance.

AMENDMENTS TO AGENDA/APPROVE AGENDA

Motion by Mooney, second by Peddie, to approve the agenda as published.

Motion passed.

COMMUNITY ANNOUNCEMENTS

None.

PUBLIC COMMENTS

Karen Gilbert, Amherst, asked for an update on the Beverly Hills Club v. Zoning Board of Appeals lawsuit. Attorney Ryan stated that an oral argument is scheduled for April 6, 2022.

CONSENT AGENDA

Motion by Mooney, second by Peddie, be it resolved, the consent agenda is approved.

1. Review and consider approval of minutes of a regular Council meeting held February 1, 2022.
2. Review and consider approval of minutes of a closed session meeting held February 1, 2022.
3. Review and file bills recapped as of Monday, February 14, 2022.
4. Review and consider amendment to the Agreement with the Beverly Hills Public Safety Lieutenants and Sergeants Association (LSA) and authorize Administration to execute a Letter of Agreement with the LSA.
5. Set Public Hearing date for March 15, 2022 to receive comments on a Michigan Natural Resources Trust Fund application.

Roll Call Vote:

Motion passed (7-0)

BUSINESS AGENDA**PUBLIC HEARING TO RECEIVE COMMENTS ON THE 2021 SPECIAL ASSESSMENT ROLL FOR THE SOUTHFIELD ROAD BUSINESS ASSESSMENT DISTRICT.**

George opened the public hearing at 7:34 p.m. No one wished to be heard, so George closed the public hearing at 7:34 p.m.

REVIEW AND CONSIDER 2021 SPECIAL ASSESSMENT ROLL FOR THE SOUTHFIELD ROAD BUSINESS ASSESSMENT DISTRICT

Rutkowski gave an overview of the 2021 Special Assessment Roll for the Southfield Road Business District for the total amount of \$3,079.88.

Ryan noted that the amounts were based on square footage of the properties.

Resolved by Peddie, second by Hrydziusko, that the Southfield Road Business District incurred the following costs for 2021: maintenance \$2,799.89, water costs for the sprinkling system \$0.00, and electric costs for Beverly Hills Grill \$273.76. In addition, each property incurred a 10% administrative fee of \$279.99 altogether. Therefore, the Village of Beverly Hills Councils confirms the Village Business District Assessment Roll for the 2021 season in the total amount of \$3,079.88 as follows:

| | |
|----------------------------|----------|
| Beverly Hills Racquet Club | \$697.57 |
| Bed, Bath & Beyond | \$272.69 |
| Beverly Hills Grill | \$397.26 |
| C.G. Holdings, LLC | \$199.68 |
| Emile Salon | \$194.99 |
| Taco Bell | \$235.97 |
| 31333 Building | \$380.36 |
| Beverly Venture | \$701.37 |

Roll Call Vote:
Motion passed (7-0)

REVIEW AND CONSIDER REVISED RESOLUTION SUPPORTING THE SAFE ROUTES TO SCHOOL APPLICATION

George provided an overview. The Village Council previously passed a resolution supporting the Safe Routes to School application on January 4, 2022 which included four schools and \$220,000 per school. Since then, Our Lady Queen of Martyrs School has indicated that they would like to be included in the grant application, so the resolution has been revised to include OLQM and an additional \$220,000, bringing the total grant application amount to \$1,100,000.

Motion by George, second by Abboud:

WHEREAS, the Village of Beverly Hills supports policies and programs that promote health and wellness and healthier community environments; and

WHEREAS, the health and safety of children is of highest concern to the residents of the Village of Beverly Hills; and

WHEREAS, walking and biking can help enhance the health and overall physical activity of children, improve air quality and the environment, and reduce traffic congestion and speed in and around school zones; and

WHEREAS, Safe Routes to School (SRTS) is a national and international movement to create safe, convenient, and fun opportunities for children to walk and bike to school; and

WHEREAS, SRTS efforts help remove barriers to walking and biking to school through improvement of infrastructure and facilities and the creation of education, encouragement, engineering, enforcement, and evaluation programs; and

WHEREAS, the SRTS program is a federally funded program administered in Michigan by the Michigan Department of Transportation (MDOT); and

WHEREAS, the SRTS program provides up to \$220,000 of infrastructure funds per school; and

WHEREAS, the Village of Beverly Hills is applying for funds from the Safe Routes to School Program to construct certain infrastructure projects throughout the Village, including sidewalks, crosswalks, and signage to enable and encourage children to safely walk and bike to school. The project, also known as the Beverly Hills Safe Routes to School Connector Program, will enhance and provide safe walkable connections for the Beverly Elementary School, Greenfield Elementary School, Bingham Farms Elementary School, Berkshire Middle School, and Our Lady Queen of Martyrs School by completing the sidewalk gaps impacting these educational facilities; and

WHEREAS, the Village of Beverly Hills will seek a SRTS grant of \$1,100,000 (or \$220,000 per school); and

NOW, THEREFORE, BE IT RESOLVED, the Village of Beverly Hills supports the Beverly Hills Safe Routes to School Connector Program and its construction to provide safe walkable connections for the subject schools.

BE IT FURTHER RESOLVED, the Village of Beverly Hills commits to pay engineering services required to design and supervise the construction of the path or any non-participating costs required for the realization of the project.

BE IT FURTHER RESOLVED, the Beverly Hills Village Council authorizes the Village Manager to act as an agent/representative on behalf of the applicant agency during project development, request SRTS funding, and sign a project agreement upon receipt of a funding award.

BE IT FURTHER RESOLVED, the Village of Beverly Hills commits to being responsible for engineering for design and construction, permit fees, administration costs, potential cost overruns, and any non-participating items.

BE IT FURTHER RESOLVED, the Village of Beverly Hills commits to owning/operating the facility constructed with SRTS funding and funding/implementing a maintenance plan/program in perpetuity or causing operations and maintenance to occur.

Roll Call Vote:
Motion passed (7-0)

PUBLIC COMMENTS

None.

MANAGER'S REPORT

Temporary Polling Location – Precinct 7: Due to scheduled renovations at Berkshire Middle School, the polling place for registered voters in Precinct 7 will temporarily be moved to the Groves High School Auditorium (20500 W. 13 Mile Road) for the August 2, 2022 Primary Election. A copy of the notice from the Southfield Township Clerk is included in this packet as an informational item.

Greening Scholarship: The Donald and Patricia Greening Scholarship applications are due Friday, March 25, 2022. The scholarship application is open to graduating high school seniors or incoming college freshmen who reside in Beverly Hills or who attend Groves High School and who are planning to enroll at a college, community college, or technical school in fall of 2022. More information and the application form are included in this packet, available on the Village website, and linked in the Village’s weekly email blast.

Office Closed Presidents’ Day: The Village Office will be closed on Monday, February 21, 2022 in observance of Presidents’ Day. Trash collection will remain on schedule.

COUNCIL COMMENTS

O’Gorman asked if the March 12th date has been set to interview Village Manager candidates.

Abboud commented on SEMCOG’s work regarding the state budget. He attended MML’s Advanced Weekender. He commented on HB5466 regarding short term rentals. He will be attending the MML’s CapCon event in March and said he would have an excused absence from the scheduled Council meeting that week. He reported that the Senior Advisory Committee is working on attainable housing for families and critical home repairs. He commented on the intergenerational meeting with Next and Seaholm. He gave updates on the Council subcommittees he is on such as finance, public safety, branding/signage, and digital signage.

Mooney suggested the Village Attorney look into Canton’s tree ordinance case. He also said “kayak.”

George said he is excited about the Safe Routes to School application and progress.

ADJOURNMENT

Motion by Mooney, second by Abboud, to adjourn the meeting at 7:50 p.m.

Motion passed.

John George
Council President

Kristin Rutkowski
Village Clerk



TO PRESIDENT GEORGE & MEMBERS OF THE VILLAGE COUNCIL. THE FOLLOWING IS A LIST OF
EXPENDITURES FOR APPROVAL. ACCOUNTS PAYABLE RUN FROM 02/15/2022 THROUGH 02/28/2022.

ACCOUNT TOTALS:

| | | |
|-----|-------------------------------|---------------------|
| 101 | GENERAL FUND | \$130,270.67 |
| 202 | MAJOR ROAD FUND | \$38,310.53 |
| 203 | LOCAL STREET FUND | \$18,867.43 |
| 205 | PUBLIC SAFETY DEPARTMENT FUND | \$97,927.04 |
| 285 | RETIREE HEALTH CARE FUND | \$1,547.69 |
| 401 | CAPITAL PROJECTS FUND | \$30,253.50 |
| 592 | WATER/SEWER OPERATION FUND | \$31,272.19 |
| 701 | TRUST & AGENCY FUND | \$39.96 |
| | TOTAL | \$348,489.01 |
| | MANUAL CHECKS- COMERICA | \$0.00 |
| | MANUAL CHECKS- INDEPENDENT | \$0.00 |
| | ACCOUNTS PAYABLE | \$348,489.01 |
| | GRAND TOTAL | \$348,489.01 |

02/25/2022 10:08 AM
User: JAY
DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS
CHECK DATE FROM 02/15/2022 - 02/28/2022

Page: 1/1

| Check Date | Bank | Check | Vendor | Vendor Name | Amount |
|-------------------|------|-------|--------|----------------------------------|-----------|
| Bank COM COMERICA | | | | | |
| 02/28/2022 | COM | 84965 | 51160 | ALLIANCE MOBILE HEALTH | 148.00 |
| 02/28/2022 | COM | 84966 | 60217 | AMAZON CAPITAL SERVICES | 151.66 |
| 02/28/2022 | COM | 84967 | 31164 | APOLLO FIRE APPARATUS | 648.75 |
| 02/28/2022 | COM | 84968 | 53284 | APPLIED IMAGING | 188.75 |
| 02/28/2022 | COM | 84969 | 51802 | ARROW OFFICE SUPPLY CO. | 163.31 |
| 02/28/2022 | COM | 84970 | 59419 | AXON ENTERPRISE, INC. | 30,253.50 |
| 02/28/2022 | COM | 84971 | 51409 | BEVERLY HILLS ACE | 28.79 |
| 02/28/2022 | COM | 84972 | 30861 | BLUE CARE NETWORK | 40,378.41 |
| 02/28/2022 | COM | 84973 | 52071 | BLUE CROSS BLUE SHIELD | 33,966.92 |
| 02/28/2022 | COM | 84974 | 59347 | CINTAS CORPORATION #31 | 51.88 |
| 02/28/2022 | COM | 84975 | 31925 | COALITION OF PUBLIC SAFETY | 17,627.74 |
| 02/28/2022 | COM | 84976 | 04500 | COMEAU EQUIPMENT CO INC. | 38,809.96 |
| 02/28/2022 | COM | 84977 | 59144 | CRIMEDAR INC. | 365.00 |
| 02/28/2022 | COM | 84978 | 52025 | DETROIT SALT COMPANY | 9,181.44 |
| 02/28/2022 | COM | 84979 | 60600 | GILBERT GUGNI | 39.96 |
| 02/28/2022 | COM | 84980 | 53489 | GREAT AMERICA FINANCIAL SVCS. | 626.70 |
| 02/28/2022 | COM | 84981 | 60206 | GREAT LAKES WATER AUTHORITY | 994.74 |
| 02/28/2022 | COM | 84982 | 53583 | GUARDIAN | 6,505.99 |
| 02/28/2022 | COM | 84983 | 08500 | HUBBELL ROTH & CLARK INC | 22,354.41 |
| 02/28/2022 | COM | 84984 | 08500 | HUBBELL ROTH & CLARK INC | 1,784.05 |
| 02/28/2022 | COM | 84985 | 59010 | HUNT SIGN COMPANY | 204.00 |
| 02/28/2022 | COM | 84986 | 59839 | J.C. EHRLICH | 102.00 |
| 02/28/2022 | COM | 84987 | 59582 | JOHNSON THERMOL-TEMP INC. | 547.40 |
| 02/28/2022 | COM | 84988 | 53316 | LANG'S ON-SITE SERVICES | 294.00 |
| 02/28/2022 | COM | 84989 | 58954 | LERMA | 60.00 |
| 02/28/2022 | COM | 84990 | 59614 | MICHIGAN MUNICIPAL LEAGUE | 8,500.00 |
| 02/28/2022 | COM | 84991 | 59330 | MIKE SAVOIE CHEVROLET | 6,964.76 |
| 02/28/2022 | COM | 84992 | 51182 | NELSON BROTHERS SEWER & | 615.00 |
| 02/28/2022 | COM | 84993 | 51799 | NYE UNIFORM EAST | 316.50 |
| 02/28/2022 | COM | 84994 | 51540 | O'REILLY AUTO PARTS | 46.20 |
| 02/28/2022 | COM | 84995 | 51472 | OAKLAND COUNTY MUTUAL AID ASSOC. | 3,300.00 |
| 02/28/2022 | COM | 84996 | 50830 | OAKLAND COUNTY TREASURER'S | 20,636.35 |
| 02/28/2022 | COM | 84997 | 49769 | OFFICE EXPRESS | 134.97 |
| 02/28/2022 | COM | 84998 | 59122 | RAPID RESPONSE | 59.99 |
| 02/28/2022 | COM | 84999 | 16100 | ROAD COMMISSION FOR OAKLAND | 232.39 |
| 02/28/2022 | COM | 85000 | 16500 | S.O.C.R.R.A. | 31,224.00 |
| 02/28/2022 | COM | 85001 | 16600 | S.O.C.W.A. | 3,555.93 |
| 02/28/2022 | COM | 85002 | 59282 | SAFEBUILT INC. | 65,838.52 |
| 02/28/2022 | COM | 85003 | 38205 | VERIZON WIRELESS MESSAGING | 353.79 |
| 02/28/2022 | COM | 85004 | 53572 | WOW! BUSINESS | 1,233.25 |

COM TOTALS:

| | |
|----------------------------|------------|
| Total of 40 Checks: | 348,489.01 |
| Less 0 Void Checks: | 0.00 |
| Total of 40 Disbursements: | 348,489.01 |



To: Honorable President George; Village Council Members

CC: Kevin Lawrence, Public Services Director; Sheila McCarthy, Finance Director

From: Kristin Rutkowski, Interim Village Manager/Village Clerk/Assistant Village Manager

Subject: Concrete Replacement Change Order No. 2

Date: February 25, 2022

Village Administration and our engineering firm have identified additional quantities of concrete replacement that can be completed within the funds Council has budgeted for this work this year. The additional work would be on Nottingham Drive and Robinhood Drive. The contractor has agreed to add on an additional 3,000 square yards to the existing contract at the same contract prices.

The Village allocated \$500,000 for concrete replacement for this Fiscal Year. The contract amount as awarded was \$373,825.00 Council approved Change Order No. 1 for an additional \$50,548.50 in November. Change Order No. 2 is in the amount of \$186,155.00. To date, the contractor has received \$309,568.91 of the allotted \$500,000 due to less "as needed" subbase repair than anticipated. The amount of subbase repair was overestimated in the initial contract, so there is still roughly \$190,000.00 in the budget to spend on concrete repairs. A more detailed cost estimate is attached.

Suggested Resolution:

Be it resolved, the Beverly Hills Village Council approves and authorizes Village Administration to execute Change Order No. 2 for the Village of Beverly Hills 2021 Concrete Patch Repair Program in the amount of \$186,155.00. Funds for this project are available in account #203-451-810.03.

Attachment

**VILLAGE OF BEVERLY HILLS
2021 CONCRETE PATCH REPAIR PROGRAM
CHANGE ORDER NO. 2**

Date: 14-Feb-22
HRC Job No. 20210379

ENGINEER:

Hubbell, Roth & Clark, Inc.
555 Hulet Drive
Bloomfield Hills, Michigan 48303

OWNER:

Village of Beverly Hills
18500 Thirteen Mile Road
Beverly Hills, Michigan 48025

CONTRACTOR:

Cipparrone Contracting, Inc.
30555 Southfield Rd., suite 250
Southfield, MI 48076

The Contractor is directed to make the following changes in the Contract Documents.

CHANGE ORDER ITEM 1:

Description:

WCD #1 Remove and replace pavement patches on Nottingham Dr. and Robin Hood Ave. as marked by the Village or the Village Engineer.

Reason for Change: Per the request of the Village

| PROPOSAL ITEM NO. | ITEM OF WORK | UNIT | INCREASE \ (DECREASE) QUANTITY | UNIT BID PRICE | AMOUNT INCREASE | AMOUNT DECREASE |
|---|---|------|--------------------------------|----------------|-----------------|-----------------|
| 75 | Mobilization, Max 5% | LS | 1 | \$4,500.00 | \$4,500.00 | |
| 76 | Color Audio-Video Route Survey | LS | 1 | \$1,310.00 | \$1,310.00 | |
| 77 | Pavt Repr, Rem, Special | Syd | 3000 | \$14.00 | \$42,000.00 | |
| 78 | Pavt Repr, Nonreinf Conc, 7 inch, Special | Syd | 3000 | \$43.00 | \$129,000.00 | |
| 79 | Subgrade Undercutting, Type II, Special (As Needed) | Cyd | 10 | \$20.50 | \$205.00 | |
| 80 | 1" x 3" Crushed Concrete, Special (As Needed) | Ton | 10 | \$25.00 | \$250.00 | |
| 81 | Large Aperture Geogrid (As Needed) | Syd | 10 | \$4.50 | \$45.00 | |
| 82 | 21AA Aggregate, Special (As Needed) | Ton | 10 | \$24.50 | \$245.00 | |
| 83 | Site Restoration | LS | 1 | \$3,200.00 | \$3,200.00 | |
| 84 | Soil Erosion and Sedimentation Control | LS | 1 | \$1,500.00 | \$1,500.00 | |
| 85 | Maintaining Traffic | LS | 1 | \$3,900.00 | \$3,900.00 | |
| 86 | Observation Crew Days | Days | | | | |
| SUBTOTAL CHANGE ORDER NO. 2, ITEM NO. 1 | | | | | \$186,155.00 | |

TOTAL NET CHANGE for CHANGE ORDER NO. 2

| | |
|---|---------------------|
| Council Approved Budget | \$500,000.00 |
| Original Contract Price | \$372,825.00 |
| Total of previous change orders to date | \$50,548.50 |
| Current Contract Price adjusted by the previous Change Orders | \$423,373.50 |
| Contractor Earnings to Date (not Including Retainage) | \$309,568.91 |
| Total Amount Left in Budget (Council Approved Budget - Contractor Earnings to Date) | \$190,431.09 |
| The Contract Price due to this Change Order will be | \$186,155.00 |
| The revised Contract Price including this Change Order | \$609,528.50 |

Contract Agreement Date: October 11, 2021

Original Contract Completion Date: November 19, 2021
Revised Contract Completion Date: May 31, 2022

VILLAGE OF BEVERLY HILLS
2021 CONCRETE PATCH REPAIR PROGRAM
CHANGE ORDER NO. 2

Date: 14-Feb-22
HRC Job No. 20210379

| ENGINEER: | OWNER: | CONTRACTOR: |
|--|---|---|
| Hubbell, Roth & Clark, Inc. 555 Hulet Drive Bloomfield Hills, Michigan 48303 | Village of Beverly Hills 18500 Thirteen Mile Road Beverly Hills, Michigan 48025 | Cipparrone Contracting, Inc. 30555 Southfield Rd., suite 250 Southfield, MI 48076 |

| | | |
|-----------------|--|-------------------|
| Authorized By: | <div>Kristin Rutkowski Interim Village Manager, Village of Beverly Hills</div> | Date: <div></div> |
| Recommended By: | <div>John Nagle, P.E. Staff Engineer, Hubbell, Roth & Clark, Inc.</div> | Date: <div></div> |
| Accepted By: | <div>Giovanni D'Agostino Project Manager, Cipparrone Contracting, Inc.</div> | Date: <div></div> |



To: Honorable President George; Village Council Members

From: Kristin Rutkowski, Interim Village Manager/Village Clerk/Assistant Village Manager

Subject: Manager's Report

Date: February 25, 2022

Zoning Board of Appeals Annual Report

The 2021 ZBA Annual Report was reviewed and filed at the last ZBA meeting and is included in this packet for Council's review.

Pavilion Reservations

Residents of Beverly Hills who are 18 years or older may begin making Beverly Park pavilion reservations on Wednesday, March 2, 2022 in person at the Village Office. Reservations can be made at the office Monday-Friday between 8:00 a.m. and 4:30 p.m. We do not take reservations via email or over the phone. Details about pavilion reservations, rules, and fees can be found on the Village website.

Public Services Director

The Village of Beverly Hills will soon have a vacancy in the Public Services Director position, as our current Director, Kevin Lawrence, is moving onto a new role. We wish Mr. Lawrence the best of luck in his future endeavors and thank him for his service to the Village and its residents.

VILLAGE
OF
BEVERLY HILLS

ZONING BOARD OF
APPEALS

2021

ANNUAL REPORT

SUMMARY

Zoning Board of Appeals activity is one indicator of the real world implications of the community's Zoning Ordinance. Unlike the Planning Commission, which is required to submit a written report to Council annually, the Zoning Board of Appeals (ZBA) has no such requirement. However, providing an overview of the prior year is beneficial to the Council, Planning Commission, and Administration in understanding how the Zoning Ordinance is affecting residents and property owner's ability to use or modify their property.

This report will outline the past year and provide information as to which sections of the Zoning Ordinance are being cited for relief requests.

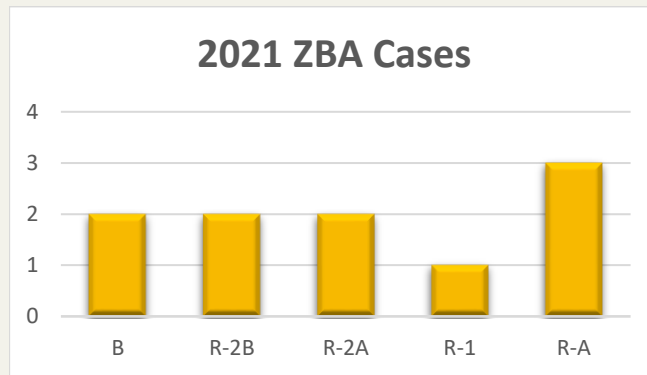
AUTHORITY & BOARD MEMBERSHIP

The Zoning Board of Appeals is granted authority by state statute (Michigan Zoning Enabling Act) and the Village Ordinances which, combined, allow the Board to grant a variance from the dimensional or the use restrictions of the Zoning Ordinance, hear appeals of administrative decisions, and interpret text of Zoning Ordinance. The main task the Board undertakes is hearing requests of dimensional, or non-use, variances. The Board is comprised of nine regular members and two alternate members. The current Board members are:

David Crawford, Chairperson
Jan Gatowski, Vice-Chairperson
Mike Bugenski
Andrew Erickson
Charlotte Keller
Timothy Makar
Reanen Maxwell
Jon Oen
Susan Robbins
Jeffrey Buehner, Alternate
Leslie Rott Welsbacher, Alternate

The Zoning Board of Appeals meets on the second Monday of each month, except where the meeting dates conflict with a holiday. In 2021, the Zoning Board met eight times.

2021 SUMMARY OF CASES



In 2021, the Zoning Board of Appeals held eight meetings and heard ten cases. There was one request for an ordinance interpretation and nine dimensional variance requests. The most requests are for relief from requirements related to front open space and side and rear yard setback requirements. Majority of the variance requests came from the R-A Single Family Residential zoning district.

The Village receives relatively few commercial variance requests due to the primarily residential character of the community. In 2021, Zoning Board of Appeals received two commercial variance requests.

| Address | Zoning District | Type | Variance Requested | Result |
|----------------------|-----------------|--------------------------------|---|--|
| 32477 Westlady | R-A | Dimensional (non-use) variance | Section 22.24.010 <i>Front Open Space</i> | Granted |
| 31211 Pierce | R-2A | Dimensional (non-use) variance | Section 22.24 <i>Area, Height Bulk & Placement</i> Section 22.08.070 <i>Corner Lot Setback on the Side Street</i> Section 22.30.040 <i>Nonconforming Structures</i> | Granted |
| 17234 Beechwood | R-2A | Dimensional (non-use) variance | Section 22.30.040 <i>Nonconforming Structures</i> Section 22.24.010 <i>Front Open Space</i> | Granted |
| 31613 Auburn | R2-B | Interpretation | Section 22.30.020 <i>Nonconforming Lots</i> | Affirmed the Village Administration's decision |
| 32110 Westlady | R-A | Dimensional (non-use) variance | Section 22.24.010(a) <i>Front Open Space</i> | Withdrawn by Petitioner |
| 21805 W. 14 Mile | R-A | Dimensional (non-use) variance | Section 22.24.010(a) <i>Front Open Space</i> | Granted |
| 31655 Southfield Rd. | B | Dimensional (non-use) variance | Section 22.08.370(b) <i>Group Day Care Homes & Child Care Centers-Outdoor Play Area</i> | Granted |
| 31655 Southfield Rd. | B | Dimensional (non-use) variance | Section 22.08.370(c) <i>Group Day Care Homes & Child Care Centers-Location</i> | Granted |
| 31961 Mayfair | R-1 | Dimensional (non-use) variance | Section 22.30.040(a) <i>Nonconforming Structures</i> Section 22.24 <i>Area, Height Bulk & Placement</i> | Granted |
| 19117 Saxon | R-2B | Dimensional (non-use) variance | Section 22.24 <i>Area, Height Bulk & Placement</i> | Tabled |

2021 ZBA CASES

CONCLUSION

The number of cases the Zoning Board of Appeals was petitioned to hear slightly increased from last year. Due to the number of requests from regulations related to front open space averaging and rear and side open space requirements, it appears that these areas of the Ordinance may warrant further consideration for potential amendments.

Nevertheless, the continued downward trend of cases is an indicator that updates to the Village's Zoning Ordinance have been effective at providing relief from areas which did not reflect current land use trends of the community.

Respectfully Submitted,

David Crawford
Zoning Board of Appeals Chairperson

Jan Gatowski
Zoning Board of Appeals Vice -Chairperson

Carissa Brown
Interim Planning & Zoning Administrator

Beverly Hills Public Safety

Activity Report

Feb 10th to Feb 24th 2022

- The Public Safety Department is currently looking for applicants for Public Safety Officer. Please visit our website, www.beverlyhillspolice.com to see if you qualify.

○ **CALLS FOR SERVICE**

- 204 Calls for Service.
- 127 Tickets issued.
- 14 Arrests
- Radar Detail Southfield and Beverly.
- Radar Detail at Woodside Athletic Club.
- Medical at Mission Point.
- Medical at DCD School.
- Crossing Guard Detail at Beverly School.
- Medical at Mission Point.
- Animal Complaint on Chelton Drive.
- Citizen Assist on Kennoway Court.
- Extra Patrol at Beverly Park after hours.
- Suspicious Vehicles at 13 Mile and Southfield.
- Extra Patrol at Groves High School after hours.
- Alarm at Books A Million after hours.
- Traffic Accident on Hillview Lane.
- Greenfield School student drop off.
- Beverly School student drop off.
- Misdemeanor Warrant arrested subject taken into custody without incident on Riverside Drive. Subject posted bond and was released.
- Alarm on Wetherby Street.
- Parking Complaint on Hampton and Bellvine Trail.
- Abandoned Semi Truck at the Corners Shopping Center.
- Injured Deer on 13 Mile Road.
- Beverly School pick up.
- Fraud Report on Buckingham Street.

- Medical on Beverly Road.
- Operation Medicine Cabinet.
- Assist Oakland County SWAT.
- Traffic Enforcement on Lahser and Hillview.
- Driving While License Suspended subject arrested and taken into custody without incident at Evergreen & 13 Mile. Subject was booked at the station then cited and released.
- Medical at Mission Point.
- Freed a small deer stuck in a fence on Lahser Road.
- Lift Assist on Village Pines.
- Welfare Check on 13 Mile Road.
- Welfare Check on Buckingham Street.
- Medical on 13 Mile Road.
- Traffic Enforcement on Beaconsfield and Saxon.
- Lost Property Report at the station.
- Open House Party on Locherbie Street resident was cited and given a Misdemeanor court date.
- Alarm on 13 Mile Road.
- Suspicious Vehicle on Southfield Road.
- Medical on Inglewood Street.
- Driving While License Suspended subject arrested and taken into custody without incident. Subject was cited and released at Southfield & 13 Mile.
- Fire Truck Checks at the station.
- Animal Complaint at Downing and Pickwick.
- Parking Complaint at Corners Shopping Center.
- Confiscated License Plate at Dunblaine and Southfield Road. Subject was arrested for misdemeanor.
- Fire Alarm on 13 Mile Road.
- Ordinance Complaint Metal Scrapper advised on Pierce and Buckingham.
- Parking Complaint on Warwick and Inglewood.
- Larceny Report at Market Fresh.
- Assist Oakland County SWAT at the station.
- Welfare Check on Lincolnshire Street.
- Medical on Lincolnshire.
- Traffic Enforcement on Lahser and Nottingham.
- Traffic Enforcement on 14 Mile and Greenfield.
- Traffic Detail at Construction zone on Evergreen and 14 Mile Road.
- Medical on 14 Mile Road.
- Larceny From Auto on Buckingham Road.

- Fraud Report taken on Waltham Street.
- Alarm on Nottingham Court.
- Injury Accident on Beverly and Greenfield.
- Suspicious Circumstance at the Corners Shopping Center.
- Driving While License Suspended subject arrested and taken into custody without incident at Southfield & 13 Mile. Subject was then cited and released.
- Odor Investigation at Southfield and Dunblaine.
- Radar Detail on Lahser and 13 Mile Road.
- Motorist Assist on 14 Mile and Southfield.
- Family Trouble with all parties being separated on 13 Mile Road.
- No Driver's License Acquired subject arrested and taken into custody without incident at Woodgate and 13 Mile. Subject was then cited and released.
- Crossing Guard at Beverly School.
- Extra Patrol at Greenfield School.
- Welfare Check on Madison.
- Radar Detail on Evergreen and Elwood.
- Greenfield School student pick up.
- Suspicious Circumstances at Groves High school.
- Radar Detail at Evergreen and 13 Mile.
- Traffic Enforcement at Lahser and Nottingham.
- Extra Patrol at Beverly Park after hours.
- Driver's License Never Acquired arrest subject taken into custody without incident at Beverly Road and Southfield. Subject was then cited and released.
- Driving While License Suspended arrest subject taken into custody without incident at 14 Mile and Edgewood. Subject was then cited and released.
- Suspicious Person on Amherst Street.
- Medical at Mission Point.
- Crossing Guard Detail at Beverly School.
- Student drop off at Greenfield School.
- Police Training at the station.
- Hit and Run traffic Accident at 13 Mile and Southfield.
- Crossing Guard Detail at Beverly School.
- Traffic Accident at 14 Mile and Southfield.
- Citizen Assist on Stafford.
- Extra Patrol at Groves High School after hours.
- Extra Patrol at Detroit Country Day after hours.
- Extra Patrol at Beverly Park after hours.
- Citizen Assist at 13 Mile and Churchill.

- Extra Patrol at Berkshire School after hours.
- Extra Patrol at Northbrook Church after hours.
- Road Hazard Complaint on Beverly and Southfield.
- Traffic Enforcement at 14 Mile and Southfield.
- Radar Detail on Southfield and 14 Mile.
- Traffic Accident on Southfield and Beverly.
- Traffic Accident on Southfield and 13 Mile.
- Private Property Accident on Southfield Road.
- Suspicious Person on Sheridan Drive.
- Operation Medicine Cabinet.
- Applicant Ride Along at the station.
- Driving While License Suspended arrested subject taken into custody without incident at Greenfield & 13 Mile. Subject was then cited and released.
- Suspicious Vehicle in the Corners Shopping lot.
- Extra Patrol at Beverly Park after hours.
- Radar Detail at Lahser and 13 Mile.
- Traffic Enforcement on Pierce Street.
- Extra Patrol on Lahser and East Valley Woods.
- Extra Patrol at Greenfield and Birwood.
- Extra Patrol at Greenfield School after hours.
- Radar Detail on Lahser and Turnberry.
- Suspicious Person on 13 Mile and Pierce.
- Juvenile Complaint at Berkshire School after hours.
- Area Check of businesses on Southfield Road.
- Fleeing and Elude from police at 14 Mile and Southfield.
- Medical on Locherbie Street.
- Alarm at Detroit Country Day School.
- Radar Detail at Pierce and Kinross Street.
- Citizen Assist on Kirkshire Drive.
- Citizen Assist at the station.
- Suspicious Person on Locherbie and Pierce.
- Parking Complaint on Stellamar.
- Sub Check in Nottingham and Robinhood area.
- Suspicious Circumstances on Highbank Drive.
- Operation Medicine Cabinet.
- Radar Detail on Lahser and 13 Mile.
- Driving While License Suspended arrested subject taken into custody without incident at 13 Mile & Southfield. Subject was then cited and released.
- Driving While License Suspended arrested subject was taken into custody without incident on Beverly

Road & Southfield Subject was then cited and released.

- Driving While License Suspended arrest subject was taken into custody without incident at Southfield and Buckingham then cited and released.
- Suspicious Vehicle on 14 Mile Road.
- Suspicious Person on Buckingham Road.
- Extra Patrol at Southfield Businesses after hours.
- Operating Under Influence of Alcohol arrest subject taken into custody without incident at 13 Mile & Evergreen. Subject was then taken to Royal Oak Beaumont Hospital for a blood draw then transported to Birmingham PD for lodging.
- Suspicious Person on Madison Street.
- Operation Medicine Cabinet.
- Fire Truck Checks at the station.
- Alarm on Southfield Road.
- Medical on Kinross Street.
- Juvenile Complaint at 13 Mile and Southfield.
- Radar Detail at 13 Mile and Lahser.
- Sub Check at Pierce and 13 Mile area.
- Extra Patrol at Beverly School after hours.
- Extra Patrol at Corners Shopping Center after hours.
- Traffic Enforcement on Norchester and Warwick.
- Alarm on Madoline Street.
- Alarm at Books A Million after hours.
- Suspicious Person on Wellesley Court.
- Medical on Marimoor Drive.
- Suspicious Person on Birwood Street.
- Alarm on 14 Mile Road.
- Medical on 13 Mile Road.
- Fraud Report on Lauderdale Street.
- Found Property reported at 14 Mile and Bates.
- Suspicious Occupied Vehicle on Pierce and Beverly.
- Traffic Enforcement on 13 Mile Road.
- Operating Under Influence of Alcohol arrested Subject attempted to resist arrest by refusing to get out of her car. Then the driver attempted to place the car in drive and pull into a drive way. Subject refused sobriety tests and was transported to Royal Oak Beaumont Hospital for a blood draw and then transported to Birmingham PD for lodging.
- Odor Investigation of smoke in the area of Vallen Court.
- Traffic Enforcement on Southfield Road.

- Extra Patrol at Groves High School after hours.
- Odor Investigation for Natural Gas on Quail Ridge.
- Medical on Southview Street.
- Welfare Check on Village Pines.
- Citizen Assist on Madoline Street.
- Medical at Mission Point.
- Retail Fraud at Market Fresh unknown Suspect.
- Retail Fraud at Market Fresh suspect #2 apprehended after a police foot chase. Subject was taken into custody and lodged at Birmingham PD until arraignment.
- Lift Assist on Marguerite Street.
- Traffic Accident on 14 Mile and Greenfield.
- Radar Detail on Lahser and Riverview.
- Traffic Enforcement on Riverside and Beaconsfield.
- Alarm at the Corners Shopping Mall.
- Extra Patrol in Churchill Subdivision after hours.
- Citizen Assist on Hill Crest Street.
- Extra Patrol in the Lincolnshire Subdivision after hours.
- Medical at the Police Station.
- Suspicious Persons in front of T.J. Maxx.
- Operation Medicine Cabinet.
- Welfare Check on Riverside.
- Animal Complaint on Lahser and East Valley Woods.
- Confiscated License Plate on 13 Mile and Evergreen.
- Suspicious Person on Kirkshire Drive.
- Citizen Assist on Village Pines Drive.
- Radar Detail on 14 Mile Road.
- Extra Patrol at Beverly Park after hours.
- Extra Patrol at Berkshire School after hours.
- Radar Detail on Southfield Road.

Fire & Emergency Medical Services

- 1 Fire - Other.
- 1 Rescue & Emergency Medical Service Incidents.
- 1 EMS Call - Other.
- 16 EMS Call - Medical.
- 2 Lift Assist/Invalid Assist.
- 3 Smoke Scare - Odor of Smoke.
- 1 False Alarm or False Call - Other.
- 1 System Malfunction - Smoke Detector Activation.

- 2 Apparatus Checks.
- 16 Fire training hours entered into ISO records.
- 8 EMS training hours entered into continuing education records.
- Supervise Platoon 3 and 4.
- Bi-Weekly NFIRS data export uploaded to FEMA.
- Submit South Oakland Fire Association Certified Fire Inspector Lesson plans to Bureau of Fire Services.
- Submit South Oakland Fire Investigation Team .Certified Fire Inspector Lesson plans to Bureau of Fire Services.
- Attend CPR Recertification Training.
- Attend MABAS 3201 monthly meeting.
- Attend new MSA SCBA Train the Trainer.
- Attend South Oakland Fire Association monthly meeting.
- 18 Annual Fit Tests completed.

DETECTIVE BUREAU AND SCHOOL LIAISON

- Followed up on Larceny from Market Fresh obtained video footage of incident.
- CPR training.
- Swat Training.
- Followed up on Groves suspicious circumstances.
- CPS investigation and interviews for possible child abuse case.
- Booked and processed drunk driver.
- BYA referrals as kids were on the school roof.
- Submitted warrant request for drunk driving 3.
- Wrote three drunk driving citations.
- Followed up again with subject arrested at Market Fresh. Subject was on probation and had several warrants outstanding.

Consumer Fraud Losses Hit Record \$5.8 Billion

Amount of money lost to scams increases as victims age, FTC reports

- Consumers reported losing a record-breaking \$5.8 billion to fraud in 2021 for a 70 percent year-over-year

increase, the Federal Trade Commission (FTC) said [in a new report](#).

- The losses stemmed from a variety of schemes. The largest number hinged on impostors: crooks who stole money from people by posing as romantic interests, government employees, relatives in distress, tech-support experts or others, such as representatives of businesses or charities.
- There were almost 1 million impostor scams among the nearly 2.8 million frauds reported in 2021 to the FTC's Consumer Sentinel Network.
- Impostor fraud losses skyrocketed to \$2.3 billion in 2021, up from \$1.2 billion in 2020.
- The Consumer Sentinel Network takes reports from law enforcement, consumer-protection agencies and partners including [AARP's Fraud Watch Network](#). The reports fall into three buckets: fraud; identity theft; and other consumer complaints that run the gamut from defective appliances to predatory lending.

- **Other top frauds**

- Zeroing in on other frauds, the FTC said that after impostor scams, the top four most common complaints received involved online shopping; prizes, sweepstakes and lotteries; internet services; and business and job opportunities.
- Consumers reported about \$392 million in losses from online shopping in 2021, up from \$246 million a year earlier.
- When consumers who reported fraud — regardless of whether they suffered a financial hit — indicated how they were contacted, most often they said it was by phone. Fraudsters also used, in descending order: texts; emails; websites or apps; social media sites; other unspecified methods; the mail; and online ads or pop-ups. The takeaway for consumers is to never let your guard down, however a stranger reaches out.

Criminals crave cryptocurrency

How did victims hand over funds to fraudsters? The largest losses involved bank transfers or payments (\$756 million) from victims' accounts, though cryptocurrency was not far behind (\$750 million). After those two methods, the biggest losses involved wire transfers from entities such as Western Union and MoneyGram, [gift cards or reload cards](#), and cash.

Other report highlights:

- [Identity theft](#) remains a massive problem, with nearly 1.4 million reports last year.
- About 1 in 4 consumers who reported fraud said they lost money, with a median loss of \$500.
- The amount of money lost was higher for consumers age 60-plus than for younger adults. People in their 60s had a median loss of \$516; those in their 70s, a median loss of \$800; and those in their 80s, \$1,500.
- Certain types of fraud triggered bigger losses. Investment-related frauds had a median loss of \$3,000. Foreign money offers and counterfeit check scams had a median loss of \$2,000; for business and job opportunity fraud, it was \$1,991.
- Washington, D.C., residents on a per-capita basis submitted the highest number of reports when two buckets — fraud and other consumer complaints — were combined. There were 1,701 reports for every 100,000 Washington residents.
- Next highest were 10 states: Georgia (1,421 for every 100,000 residents); Maryland (1,415); Delaware (1,410); Nevada (1,407); Florida (1,370); Alabama (1,217); Pennsylvania (1,205); Louisiana (1,193); Tennessee (1,157); and Alaska (1,156).
- The top 10 locations for reports of identity theft were Rhode Island (2,857 for every 100,000 residents); Kansas (1,355); Illinois (924); Louisiana (732); Georgia (618); Nevada (584); Colorado (583); Washington, D.C. (577); New York (563); and Delaware (560).

The FTC shares reports it receives with federal, state, local and international law enforcement professionals. While the FTC does not intervene in individual complaints, its Consumer Sentinel Network reports are a “vital part of the agency’s law enforcement mission” as it tries to halt illegal behavior and, when possible, obtain refunds for consumers, the agency said.

The [new report](#) has more details on complaints and dollars lost last year and examines how metropolitan areas rank based on complaints per capita.

To report fraud to the FTC, visit ReportFraud.FTC.gov. To report identity theft, go to IdentityTheft.gov. Victims also may use IdentityTheft.gov to obtain a step-by-step, personal recovery plan.

Kristin Rutkowski

From: Comcast Heartland <Comcast_Heartland@comcast.com>
Sent: Monday, February 14, 2022 10:45 AM
Cc: Mazurek, Kyle
Subject: Comcast Programming Advisory

Good morning,

We are commitment to keep you and our customers informed about changes to Xfinity TV services. Accordingly, please note the following changes:

Effective March 22, 2022, Kids Street and Afro will only be available in HD; Kids Street HD will be added to Digital Starter & Popular TV/Kids & Family ch 1722; and Afro HD ch 1623 will move from Digital Preferred & Ultimate TV to Digital Starter & Popular TV/Entertainment.

An X1 TV box and HD programming (not included, additional charges may apply) are required to view these channels. A limited number of customers may still have older devices that do not support these channels and will not be able to view them until the devices are replaced.

Also, effective March 31, 2022, Fox Life (Latino Tier) will cease operations.

Please feel free to contact me at 734-359-2308 if you have any questions.

Sincerely,

Kyle V. Mazurek
Manager of External Affairs
Comcast, Heartland Region
41112 Concept Drive
Plymouth, MI 48170

Sponsored by:



Sheriff Michael J. Bouchard



Free Document Shredding for Oakland County residents

Oakland County residents may bring their confidential, personal documents to be shred on site for free by Rapid Shred's state-of-the-art, high volume shredding truck.

2022 Schedule and Dates

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**Wednesday, April 20 from 5-7 p.m. at Oakland County Farmers Market,
2350 Pontiac Lake Road, Waterford**

**Monday, Aug. 15 from 9-11 a.m. at Catalpa Oaks County Park,
27705 Greenfield Road, Southfield**

**Wednesday, Oct. 5 from 3-5 p.m. at Red Oaks Waterpark,
1455 E. Thirteen Mile Road, Madison Heights**

The Rapid Shred shredding truck will be in the parking lot. Please arrive early as there is typically a line of cars, but the line moves quickly. Residents are reminded to limit documents to three or four boxes of PAPER ONLY. This event is not for commercial customers.

**Protect your identity
and peace of mind**

