

**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 regular Council meeting held March 6, 2018.
2. Review and file [bills](#) recapped as of Monday, March 19, 2018.
3. Review and consider resolution for [West Nile](#) Virus Fund expense reimbursement.
4. Review and consider [proposals](#) for 2018, 2019 and 2020 Dust Control Services.

Business Agenda

1. Review and consider [approval](#) of Cost Participation Agreement with the Board of County Road Commissioners for Greenfield Road construction.
2. Report on [water](#) mains.
3. Report on accessibility to the public safety building.
4. Review Beverly Park [pavilion](#) rental fees.

Public comments

Manager's [report](#)

Council comments

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 calling Ellen Marshall, 18500 W. Thirteen Mile, Beverly Hills, MI 48025 (248) 646-6404.

Present: President Mooney; President Pro-Tem Peddie; Members: Delaney, Mueller, Nunez, and Oen

Absent: Member: Abboud

Also Present: Village Manager, Wilson  
Village Clerk, Marshall  
Public Safety Director, Torongeau

President Mooney called the regular Council meeting to order at 7:30 p.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road. The Pledge of Allegiance was recited by those in attendance.

### **ADDITIONS TO AGENDA/APPROVE AGENDA**

Motion by Oen, second by Mueller, to approve the agenda as published.

Motion passed.

### **COMMUNITY ANNOUNCEMENTS**

None.

### **PUBLIC COMMENTS ON ITEMS NOT ON THE PUBLISHED AGENDA**

None.

### **CONSENT AGENDA**

Motion by Oen, second by Delaney, be it resolved that the Council for the Village of Beverly Hills approve the consent agenda as follows:

1. Review and consider approval of minutes of a joint Council/Planning Commission meeting held February 14, 2018.
2. Review and consider approval of minutes of a regular Council meeting held February 20, 2018.
3. Review and file bills recapped as of Monday, March 5, 2018.
4. Review and consider request from the Beverly Hills Athletic Club for the use of Beverly Park tennis courts during the 2018 season.

Roll call vote:

Motion passed (6-0)

### **BUSINESS AGENDA**

#### **REVIEW AND CONSIDER PROPOSAL FOR SOUTHFIELD CORRIDOR MARKETING PLAN**

Village Administration, with the assistance of Gibbs Planning Group (GPG), posted a request for proposals for a proforma real estate development model to estimate the development costs, revenue, and potential return on investment for the land within the Southfield Overlay District. The Village received one bid for a lump sum price of \$10,000 from CORE Partners Associates. They have done similar work recently for the City of Troy and are located in Bingham Farms. GPG is familiar with the firm and has reviewed the proposal. GPG expressed confidence the company can perform the work as proposed.

Motion by Oen, second by Peddie, be it resolved that the Council for the Village of Beverly Hills awards the bid for the proposal for real estate development services to CORE Partners Associates for an amount not to exceed \$10,000, with work completed within sixty (60) days after which findings will be presented to the Planning Commission and Village Council.

Roll call vote:

Motion passed (6-0)

### **REVIEW AND CONSIDER STATUS OF VILLAGE DEBT AND BONDING OPTIONS**

As requested by Council at the recent strategy session, Village Administration has compiled a report on our current debt position and options for debt financing or bonding moving forward. This report will establish our current debt position and provide detail on the areas that Village Administration sees the possibility or necessity of some type of debt financing in the future. As discussed at the last Council meeting the Village's current debt position is quite positive. Our current level of debt as a percentage of debt expressed as a percentage of current taxable value is just over 0.5%. The Village Charter allows for debt not greater than 10% of taxable value, or almost twenty times the current level. The relatively low level of debt the Village does have is being repaid at an aggressive rate; less than \$10,000 of the current debt amount of roughly \$3 million will be outstanding as of June 30, 2028.

There are two primary types of bond obligations that can be issued by municipalities. General obligation bonds are issued and backed by the "full faith and credit" of the municipality. Rates for these bonds are dependent upon the credit rating of the municipality. The Village has not been rated in many years and does not currently have a rating. Were we to receive a credit rating; based upon our financials, level of debt, and our positions relative to pension and OPEB financing; it is anticipated to be scored quite high. As there have been new reporting requirements for municipal pension and retiree health care obligations, it is currently unknown how these items will impact credit rating agencies decisions. Nevertheless, our position on pension and OPEB obligations, both in real terms and in comparison with other municipal agencies, should not negatively impact our credit rating.

Revenue bonds are issued based upon a dedicated revenue stream that is established for the sole purpose of repaying a debt issue. The CSO millage and corresponding projects that the Village undertook is an example of a revenue bond. The voters approved a dedicated millage for the purpose of making improvements to the CSO system along with other improvements. The work was performed and the millage was collected over a period of years to pay back the debt. Revenue bonds can also be issued against other types of revenue. The Village has established a debt service fee which, were it to be altered, could be used as debt service for a bond issued for water and/or sewer capital upgrades. The Village could also borrow against future state road funds to finance current road projects. A credit rating would also need to be obtained to issue a revenue bond, although this rating would be based more upon the viability of the proposed revenue stream than the overall fiscal health of the municipality. Revenue bonds are single purpose bonds where General Obligation bonds can be used for a variety of purposes.

There are costs other than interest charges associated with bond financing and obtaining a credit rating, if necessary. A municipality would also need to retain legal bond counsel to issue bond

debt. These costs are generally not significant if the project to be financed is large (expensive) enough. For smaller projects, bond counsel costs can be a significant portion of the overall financing costs. These costs can be avoided through private financing. Municipal bonds can generally be obtained at lower rates than private financing with the overall cost of the project usually being the deciding factor between bonding and private financing. The Village's recent financing of fire equipment is an example of private financing with the (relatively) low cost of the debt issued making the cost and time of bond financing an unattractive option.

### **Water and Sewer**

The most likely source of debt financing in the immediate future of the Village will be for water and sewer projects. As referenced in the Water Asset Management Plan the Village will be facing water main improvement costs of \$6 million to \$10 million in the next 20 years. If these costs cannot be met through the existing infrastructure fee the Village would need to obtain debt financing to fund these projects. Even if the current level of infrastructure charges and debt service charges would be sufficient to cover these expenses on a pay as you go basis there is an argument to be made for using debt financing to accomplish the projects today, saving money by doing them at lower current construction prices and through economies of scale. Council could use the existing billing methodology with fixed charges to pay back the debt or attempt to procure a voter approved millage as was done with the CSO millage. There are arguments for and against both.

### **Roads**

The Village's road system will be a source of significant expenditures in the coming decades. Timing for road repairs is critical, the sooner a road can be repaired, the less likely it is to need replacement. The Road Asset Management Plan will provide the necessary detail and cost estimates for road costs in the coming years. Based upon the known amounts of just over 50 miles of major and local roads under Village jurisdiction and the rough costs of \$250,000 per mile for maintenance paving and \$1,000,000 per mile for complete rehabilitation projects, it is easier to develop future road costs that will exceed even those of future water and sewer costs. The State of Michigan does provide funds to all municipalities for road maintenance through Act 51. For the Village, these funds currently total around \$900,000 annually for both major and local streets. Roughly half of these funds are necessary just for maintenance (winter maintenance, minor repairs, cleaning, painting, etc.). Assuming the remaining half of Act 51 funds are available for capital repairs still leaves the Village short of the necessary funds to maintain its road network. Accordingly, the Village has been subsidizing the Act 51 funds with approximately \$300,000 annually from the General Fund. This has allowed the Village to be more aggressive with road projects in recent years than would have otherwise been the case. Nevertheless, the Village and most other municipalities are finding that it is necessary to find a permanent source of revenue to subsidize state road funds to adequately maintain the local road system.

The Village could pursue debt financing for road improvements in a couple of ways. We could borrow against future Act 51 payments to do more capital improvements to save money against future construction costs and through economies of scale. This would, however, limit the funds available for capital repairs, and potentially maintenance, in future years. Other jurisdictions have been pursuing a dedicated road millage to fund capital repairs. A road millage could be used to fund an aggressive road construction project that was completed in one or two construction seasons and paid back over time or be collected over time and used to supplement annual capital projects on more of a pay as you go basis. Again, there are advantages and drawbacks to each approach. Either way, the issuance of revenue bonds for road maintenance should be subject to further study

and discussion by Village Administration and Council going forward, hopefully with the guidance and direction of the Road Asset Management Plan.

### **Facilities**

Debt financing could also be utilized to improve or upgrade existing Village facilities, although the need here is much less at the current time. The Village has recently undergone significant rehabilitation to the Village Hall and has acquired new fire apparatus for the Public Safety Department. Village Administration does project the need for some (relatively) minor capital costs to the Public Safety building in coming years, but nothing that would require debt financing. The current process for acquisition of police vehicles and equipment is adequate to meet current and future needs. There should be consideration of some improvements to the current Public Works yard to add additional storage areas and improve the function and appearance of the yard. This is also considered to be a relatively minor expense. There has been discussion and some consideration to another dedicated millage for the maintenance and upkeep of our park areas. It is the opinion of Village Administration that this is prudent management of our existing resources and an area that the public has previously shown to support.

### **Pension and OPEB Obligations**

One final area of limited consideration for debt financing would be for pension and OPEB (retiree health care) costs. Some jurisdictions have used debt financing to obtain significant sums of money to invest in pension or OPEB funds to shore up current levels of underfunding. This is an allowable use of debt financing, if a controversial one. Because of recent changes to GASB regulations we have a better handle on our current level of obligations for these costs (with some room for argument). Accordingly, the Village has been meeting not only its current obligations but has also been reducing future obligations. The Village has been aided in this endeavor in recent years by positive returns on investment funds, something that cannot be expected to necessarily continue at the current rate. Nevertheless, the Village is making, in the estimation of Village Administration, more than adequate progress in funding future pension and OPEB obligations. Further the Village has made the necessary changes to pension and retiree health care programs to limit future growth in these obligations. Village Administration could pursue debt financing of the obligations if so directed by Council but considers doing so an unnecessary risk at this time.

In response to questions from Council, Wilson explained that if a lead service line was discovered during the renovations east of Southfield, it would be replaced, but would not be a significant cost to the Village. Although this is possible, it is unlikely there are many. The max amount of funding available from the Drinking Water Revolving Fund is \$5 million, and this would be the first funding pursued for the water main replacement project.

There is no federal money currently available for road repairs, and the Village would need to pay those expenses. A significant water main project can be expected in the next two to five years, and a dedicated millage is possible.

Sharon Tischler, Virmar Court, would like to see 13 Mile repairs prioritized, as it is currently in severe disrepair.

Wilson explained that 13 Mile will be maintained passable for 2018, however \$1 million in federal grant money is allocated to replacement in 2019.

## **REVIEW AND CONSIDER ROAD ASSET MANAGEMENT PLAN**

A Road Asset Management Plan from HRC was submitted to Council for their review. This plan would provide a complete assessment of the roughly 60 miles of roads in the Village including maps and databases of all road conditions. HRC will develop a prioritized list of road maintenance options including areas where less expensive preventative maintenance could expand the useful life of the existing road surface. Budget and construction estimates will be established along with a multi-year program for road projects. A final report will be prepared and presented to Council. This project as submitted will satisfy the requirements of the Michigan Transportation Asset Management Council (TAMC). All cities, counties and villages are required to submit such a plan. The price of the project as submitted is not to exceed \$22,372. Village Administration has reviewed the scope of the project and believes it to be in the best interest of the Village at this time.

Motion by Delaney, second by Oen, be it resolved that the Council for the Village of Beverly Hills approve and authorize the Village Manager to retain HRC to draft a Road Asset Management Plan for the Village of Beverly Hills in an amount not to exceed \$22,372.

Roll call vote:

Motion passed (6-0)

## **PUBLIC COMMENTS**

None.

## **MANAGER'S REPORT**

**Mini Pumper Update** – Public Safety Administration went to Iowa to visit the Alexis factory that will be building the mini pumper for the Public Safety Department. Every page of the specifications was reviewed with some minor modifications based upon this review. The Village reviewed similar trucks in various stages of production. The Ford Chassis has been ordered and our mini pumper will be available this fall. The Department will make another trip once the vehicle is completed for a final inspection and will drive the vehicle back to the Village. A similar trip has been scheduled for the larger pumper truck at a factory in Ohio. That trip will happen in July. Thanks to Deputy Director Shock, Lt. Trussler and Sgt. Ginther for their efforts.

**Public Safety Boiler** – Per the direction provided by Council, the Public Safety Department has been working on developing bid specifications for the replacement of the boiler in the Public Safety Building. The Village has been able to use the expertise of a local resident, Carl Darge, to review the current infrastructure and make recommendations about the full needs. This advice and expertise has been valuable. The bid specification process is ongoing, but we hope to have it wrapped up soon.

**Greening Scholarship** – Applications for the Don and Patricia Greening Community Service Scholarship are now available. Applications can be obtained on the Village website or at the Village Hall. Eligibility requirements are to be a resident of the Village or a graduating senior of Groves High School, planning to enroll at a college, university, community college or technical school in the fall of 2018, be a graduating senior or incoming freshman with a GPA of 3.0 or ACT score of 22 or above and must have done community service work benefitting the Village or any charitable or religious organization located in the Village. Scholarships in the amount of \$1000

will be awarded to one male and one female applicant. Applications must be submitted to the Village of Beverly Hills Office by 4:00 p.m. on Friday, March 30, 2018.

**Water Asset Management Plan** – A copy of the Water Asset Management Plan that was submitted to the MDEQ for the Village of Beverly Hills was submitted to Council for review. The report includes an inventory of all Village water mains by size and material. Existing water mains have been broken down by age. Around 20% of the existing mains were installed prior to 1940, just over 50% between 1950 and 1970, 13% between 1980 and 1989 and almost 15% since 2000.

**Compensation and Classification Study** – Village staff has compiled information as requested by Municipal Consulting Services to begin the compensation and classification study as recently approved by Council. Mark Nottley will be at the Village offices on Thursday, March 15th to meet with Village Administration and to begin meeting with and interviewing Village staff. The report should be completed by late May or early June.

**Standing Water** – We have received complaints about standing water in yards and sometimes in roadways. The Village, and other surrounding communities have these issues this time of year. The causes are multiple and include flat grades, poor percolation of water, high water tables in some areas, frozen ground and lack of adequate catch basins or storm/combined sewers. It should be noted that the Village has had fewer issues with sewer backups into basements than our surrounding communities. A significant portion of the calls and complaints received involve problems or failures in the homeowner's storm drainage system. In other instances we have areas where the original design of all the homes in a given neighborhood were to drain to a common area, generally in the rear yards. This system works well at times, but often results in standing water during wet winter conditions. A solution of increasing the size of existing combined sewer or storm sewer infrastructure is difficult from a standpoint of cost, logistics and the ultimate carrying capacity of the regional sewer system. Homeowners can pursue individual solutions for their properties with some more effective than others due to grade and soil composition. Village Administration has responded to local interest in some neighborhoods for drainage solutions. We have proposed addressing these through Special Assessment Districts, usually without success. As new homes are built, Village Administration works with the contractor at that site to address the drainage issues for that house, but this generally does not address larger neighborhood drainage issues. Village Administration can spend as much time addressing surface water drainage issues as Council wishes. There are some potential policy changes that could eventually have some positive impact but there will be costs; costs to the Village, to developers and to existing homeowners. There is not an easy solution and we are not going to solve the fundamental issues of poor grades and poor soils.

**Public Safety Building Access** – Village Administration is working on a report to Council as directed regarding public access to the Public Safety Building. This report will be given at the Council meeting of March 20th.

**FY 2018-19 Budget** – Village Administration has begun work on the FY 2018-19 Budget. As directed by the Charter, Administration will have a draft budget to present to Council for their review at the regular meeting of April 3rd. By custom, Council has had a budget workshop session later that month. Per the Charter, the budget should be adopted by the second meeting in May or this year, May 15th. Past practice has been to adopt the budget at the first meeting in May to allow for any potential absences as adoption requires five (5) affirmative votes. This year, the first

meeting is scheduled for May 1st. This may present some problems with regard to receiving the final numbers for the maximum allowable millage rates for the Village assuming there will be Headlee reductions. These numbers will impact the required resolutions the Village must adopt with the budget to establish millage rates for the General Fund, Public Safety Fund and Library services. Southfield Township is communicating with Oakland County Equalization to try and determine when these figures will be available. Generally, it is in late April or early May. If not received by April 25th the Village would need to adopt the budget sometime after the May 1<sup>st</sup> meeting.

**Water and Sewer Rates** – SOCWA has indicated to all member communities to expect an increase of 2.5% for the upcoming year. Based upon that, Village Administration is anticipating recommending an increase in water and sewer rates of 5.0% for the upcoming fiscal year. Rates for the infrastructure charge and debt service charge will remain unchanged.

### **COUNCIL COMMENTS**

Mueller reported that the Tremont Lane development is nearing completion; there are only two properties remaining. He would like to ensure that the original homeowner by-laws are transferred accordingly to the new homeowners. He also would like Administration to ensure that the builder replaces the dead trees on the property.

Delaney thanked Village Attorney, Tom Ryan, and Village Clerk Marshall for their follow through on the ballot proposals.

Peddie announced that due to recent storms, tree branches have come down throughout the Village and Public Works is picking them up and chipping them.

Mooney and all of Council expressed their deepest condolences to Council Member Rock Abboud on the loss of his mother.

Motion by Oen, second by Mueller, to adjourn the meeting at 8:30 p.m.

Motion passed.

**John G. Mooney**  
**Council President**

**Ellen E. Marshall**  
**Village Clerk**

**Elizabeth M. Lyons**  
**Recording Secretary**

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



TO THE PRESIDENT & MEMBERS OF THE VILLAGE COUNCIL. THE FOLLOWING IS A LIST OF  
EXPENDITURES FOR APPROVAL. ACCOUNTS PAYABLE RUN FROM 3/6/2018 THROUGH 3/19/2018.

ACCOUNT TOTALS:

101	GENERAL FUND	\$51,990.09
202	MAJOR ROAD FUND	\$558,603.03
203	LOCAL STREET FUND	\$17,934.50
205	PUBLIC SAFETY DEPARTMENT FUND	\$34,915.55
592	WATER & SEWER FUND	\$399,241.74
701	TRUST & AGENCY FUND	\$10.00
	TOTAL	<u>\$1,062,694.91</u>
	MANUAL CHECKS- COMERICA	\$200.00
	MANUAL CHECKS- INDEPENDENT	
	ACCOUNTS PAYABLE	<u>\$1,062,694.91</u>
	GRAND TOTAL	<u>\$1,062,894.91</u>

03/16/2018 08:51 AM  
User: KARRIE  
DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS  
CHECK DATE FROM 03/19/2018 - 03/19/2018

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Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
Bank COM COMERICA						
03/19/2018	COM	78006	31039	44TH DISTRICT COURT	44TH DISTRICT COURT	500.00
03/19/2018	COM	78007	58731	ADVANCED SECURITY & FIRE	ADVANCED SECURITY & FIRE	96.00
03/19/2018	COM	78008	51160	ALLIANCE MOBILE HEALTH	ALLIANCE MOBILE HEALTH	138.00
03/19/2018	COM	78009	59378	AMERICAN STANDARD ROOFING	AMERICAN STANDARD ROOFING	400.00
03/19/2018	COM	78010	53284	APPLIED IMAGING	APPLIED IMAGING	204.34
03/19/2018	COM	78011	33004	BATTERIES PLUS	BATTERIES PLUS	71.05
03/19/2018	COM	78012	59699	BEDIENT CONSTRUCTION INC	BEDIENT CONSTRUCTION INC	1,250.00
03/19/2018	COM	78013	51409	BEVERLY HILLS ACE	BEVERLY HILLS ACE	70.42
03/19/2018	COM	78014	02400	BEVERLY HILLS WATER DPT	BEVERLY HILLS WATER DPT	719.46
03/19/2018	COM	78015	01000	BP	BP	88.38
03/19/2018	COM	78016	59706	BRIAN BRENNAN	BRIAN BRENNAN	600.00
03/19/2018	COM	78017	58959	CADILLAC ASPHALT, LLC	CADILLAC ASPHALT, LLC	1,699.70
03/19/2018	COM	78018	59347	CINTAS CORPORATION #31	CINTAS CORPORATION #31	45.80
03/19/2018	COM	78019	34104	CITY OF SOUTHFIELD	CITY OF SOUTHFIELD	549,269.00
03/19/2018	COM	78020	59323	CLEANNET	CLEANNET	858.00
03/19/2018	COM	78021	31925	COALITION OF PUBLIC SAFE	COALITION OF PUBLIC SAFE	19,953.83
03/19/2018	COM	78022	51439	COMCAST	COMCAST	142.73
03/19/2018	COM	78023	04500	COMEAU EQUIPMENT CO INC.	COMEAU EQUIPMENT CO INC.	26,269.84
03/19/2018	COM	78024	59589	CORE & MAIN	CORE & MAIN	890.00
03/19/2018	COM	78025	30468	DARRELL COLLINS	DARRELL COLLINS	147.70
03/19/2018	COM	78026	50919	DTE ENERGY	DTE ENERGY	858.18
03/19/2018	COM	78027	51385	DTE ENERGY	DTE ENERGY	6,043.21
03/19/2018	COM	78028	31543	ERADICO	ERADICO	43.00
03/19/2018	COM	78029	49646	GUNNERS METERS & PARTS	GUNNERS METERS & PARTS I	725.00
03/19/2018	COM	78030	58625	HALT FIRE	HALT FIRE	330.82
03/19/2018	COM	78031	59327	HANSONS WINDOWS	HANSONS WINDOWS	280.00
03/19/2018	COM	78032	58950	HYDROCORP	HYDROCORP	284.00
03/19/2018	COM	78033	39070	J.H. HART URBAN FORESTRY	J.H. HART URBAN FORESTRY	178.50
03/19/2018	COM	78034	59708	JAKE HOFFMAN	JAKE HOFFMAN	800.00
03/19/2018	COM	78035	51939	KEATON PUBLICATION GROUPE	KEATON PUBLICATION GROUPE	1,100.00
03/19/2018	COM	78036	09300	KELLER THOMA	KELLER THOMA	4,195.00
03/19/2018	COM	78037	59711	KELLEY DUFFY	KELLEY DUFFY	10.00
03/19/2018	COM	78038	51792	LEXISNEXIS RISK SOLUTION	LEXISNEXIS RISK SOLUTION	30.25
03/19/2018	COM	78039	59715	MAIN DRAIN SEWER & REPAIR	MAIN DRAIN SEWER & REPAIR	1,650.00
03/19/2018	COM	78040	59710	MICHIGAN MECHANICAL VENT	MICHIGAN MECHANICAL VENT	500.00
03/19/2018	COM	78041	59714	NEIL DAVIS	NEIL DAVIS	200.00
03/19/2018	COM	78042	59112	NEXT	NEXT	6,131.33
03/19/2018	COM	78043	51799	NYE UNIFORM EAST	NYE UNIFORM EAST	1,149.10
03/19/2018	COM	78044	51540	O'REILLY AUTO PARTS	O'REILLY AUTO PARTS	72.39
03/19/2018	COM	78045	51751	O.C.W.R.C.	O.C.W.R.C.	31,289.00
03/19/2018	COM	78046	13600	OAKLAND COUNTY TREASURER	OAKLAND COUNTY TREASURER	1,596.08
03/19/2018	COM	78047	50830	OAKLAND COUNTY TREASURER	OAKLAND COUNTY TREASURER	147,399.84
03/19/2018	COM	78048	50830	OAKLAND COUNTY TREASURER	OAKLAND COUNTY TREASURER	24,048.92
03/19/2018	COM	78049	50830	OAKLAND COUNTY TREASURER	OAKLAND COUNTY TREASURER	127,402.96
03/19/2018	COM	78050	50830	OAKLAND COUNTY TREASURER	OAKLAND COUNTY TREASURER	20,631.31
03/19/2018	COM	78051	14100	OBSERVER & ECCENTRIC	OBSERVER & ECCENTRIC	275.12
03/19/2018	COM	78052	14250	OFFICE DEPOT	OFFICE DEPOT	81.95
03/19/2018	COM	78053	49769	OFFICE EXPRESS	OFFICE EXPRESS	298.97
03/19/2018	COM	78054	59622	PARAGON LABORATORIES	PARAGON LABORATORIES	200.00
03/19/2018	COM	78055	59707	PAULA REICHE	PAULA REICHE	200.00
03/19/2018	COM	78056	59709	PRESSURE VESSEL TESTING	PRESSURE VESSEL TESTING	78.00
03/19/2018	COM	78057	32235	RICHARD REPRODUCTIONS	RICHARD REPRODUCTIONS	236.00
03/19/2018	COM	78058	59713	RUSZKOWSKI CONSTRUCTION	RUSZKOWSKI CONSTRUCTION	400.00
03/19/2018	COM	78059	16500	S.O.C.R.R.A.	S.O.C.R.R.A.	31,866.00
03/19/2018	COM	78060	16600	S.O.C.W.A.	S.O.C.W.A.	41,615.41
03/19/2018	COM	78061	17700	SUNSET MAINTENANCE SERVICE	SUNSET MAINTENANCE SERVICE	1,000.00
03/19/2018	COM	78062	59674	THE KNOX COMPANY	THE KNOX COMPANY	532.00
03/19/2018	COM	78063	52092	THE UPS STORE	THE UPS STORE	25.48
03/19/2018	COM	78064	50767	VERIZON WIRELESS	VERIZON WIRELESS	327.95
03/19/2018	COM	78065	59705	VICKI CAMPBELL	VICKI CAMPBELL	177.48
03/19/2018	COM	78066	53564	WEX BANK	WEX BANK	2,953.41
03/19/2018	COM	78067	20900	ZIP ETC INC	ZIP ETC INC	2,064.00

COM TOTALS:

Total of 62 Checks:	1,062,694.91
Less 0 Void Checks:	0.00
Total of 62 Disbursements:	1,062,694.91

03/16/2018 08:52 AM  
User: KARRIE  
DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS  
CHECK DATE FROM 03/08/2018 - 03/08/2018

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Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
Bank COM COMERICA						
03/08/2018	COM	78005	21550	36TH DISTRICT COURT		200.00
COM TOTALS:						
Total of 1 Checks:						200.00
Less 0 Void Checks:						0.00
Total of 1 Disbursements:						200.00

VILLAGE OF BEVERLY HILLS  
WEST NILE VIRUS FUND  
EXPENSE REIMBURSEMENT REQUEST

WHEREAS, upon the recommendation of the Oakland County Executive, the Oakland County Board of Commissioners has established a West Nile Virus Fund Program to assist Oakland County cities, villages and townships in addressing mosquito control activities; and

WHEREAS, Oakland County's West Nile Virus Fund Program authorizes Oakland County cities, villages and townships to apply for reimbursement of eligible expenses incurred in connections with personal mosquito protection measures/activities, mosquito habitat eradication, mosquito larviciding or focused adult mosquito insecticide spraying in designated community green areas; and

WHEREAS, the Village of Beverly Hills, Oakland County, Michigan will incur expenses in connection with mosquito prevention and control activities believed to be eligible for reimbursement under Oakland County's West Nile Virus Fund Program.

NOW THEREFORE BE IT RESOLVED that this Council authorizes and directs its Manager, Chris Wilson, as agent for the Village of Beverly Hills in the manner and to the extent provided under Oakland County's Board of Commissioner Resolution, to request reimbursement of eligible mosquito activity under Oakland County's 2018 West Nile Virus Fund Program.

CERTIFICATION

I, Ellen E. Marshall, Clerk of the Village of Beverly Hills, Oakland County, Michigan, do hereby certify that the attached is a true and correct copy of a resolution adopted by the Village Council of the Village of Beverly Hills at a regular meeting thereof held on Tuesday, March 20, 2018.

Ellen E. Marshall  
Village Clerk

# MEMO

To: Honorable President Mooney, Members of Village Council  
Chris Wilson, Village Manager

From: Ellen Marshall, Village Clerk

Re: Bid Recommendation for 2018, 2019, and 2020 Dust Control on Village Gravel Roads

Date: March 14, 2018

Administration opened bids on Wednesday, March 14, 2018 for 2018, 2019 and 2020 Dust Control on gravel roads in the Village. We received two bids for calcium chloride mineral brine application. The lowest bidder was Suburban Oil for 28% calcium chloride-based mineral brine at an applied rate of \$0.30/gallon each year. Suburban has been a dust control supplier for many years and has an excellent reputation.

## **Suggested Resolution**

Be it resolved that the Beverly Hills Council awards the 2018, 2019 and 2020 Calcium Chloride Dust Control to Suburban Oil at \$0.30/gallon for calcium chloride-based mineral brine. Fifty percent of the cost for this service will be assessed to the property owners with the balance paid through the Village Local Street Fund.

## BID TABULATION

**PROJECT: 2018 Dust Control**

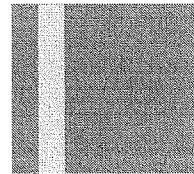
**DATE BIDS OPENED: Wednesday, March 14, 2018 11:00 a.m.**

Company Name	Asphalt Emulsion	Calcium Chloride	Comments
<b>Liquid Calcium Chloride Sales</b>			No bid
<b>Midstate Calcium Chloride</b>		Calcium Chloride-based Mineral Well Brine \$.32/gallon 2018 \$.32/gallon 2019 \$.33/gallon 2020	
<b>Suburban Oil Co.</b>		28% Mineral Brine \$.30/gallon 2018, 2019, & 2020	

Suburban Calcium Chloride Sales, Inc.

27055 Trolley Industrial Drive, Taylor, MI 48180

Phone: 734-941-5812 Fax: 313-292-8993 website: [www.spraymyroad.com](http://www.spraymyroad.com)



March 5, 2018

Village of Beverly Hills  
Village Clerk  
18500 W. 13 Mile Rd.  
Beverly Hills, MI 48025

To Whom It May Concern,

The following is a proposal for Dust Control Services for the Village of Beverly Hills for the 2018, 2019 and 2020 Seasons.

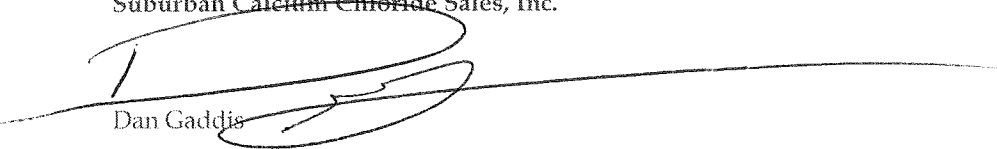
We have specially designed tanker trucks equipped with pumps and spray bars for applying product. Our application rate for 28% Mineral Well Brine is 1,500 Gallons per pass, per lane mile of road.

We would like to offer you a price of \$.30 (Thirty cents) per gallon applied for 2018, 2019 and 2020. Note this is for 28% Mineral Well Brine.

If you have any questions, Please feel free to contact us at the above listed number.

Warm regards,

Suburban Calcium Chloride Sales, Inc.

  
Dan Gaddis



# Memorandum

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**To:** Honorable President Mooney; Village Council  
**CC:** Tom Ryan, Village Attorney; Tom Meszler, Public Services Director; Sheila McCarthy, Finance Director; Rich Torongeau, Public Safety Director  
**From:** Chris D. Wilson, Village Manager  
**Date:** 3/16/2018  
**Re:** Cost Participation Agreement for Greenfield Rd.

---

Village Administration has been working with the Road Commission of Oakland County (RCOC) and the City of Royal Oak on a joint agreement for a maintenance paving project on Greenfield Rd. between 13 Mile and 14 Mile. RCOC included this project in their 2018 Preservation Overlay Program. The cost for a maintenance paving project on this portion of Greenfield Rd. is estimated to be \$240,000 based upon bid prices received. RCOC has drafted the attached agreement with the Village and Royal Oak by which these costs will be split between the two municipalities.

Through the utilization of available funds in the Tri-Party Program both Beverly Hills and Royal Oak can limit their direct expenditures to this project. The Tri-Party program allocates matching funds from both the RCOC and Oakland County for local road projects. Royal Oak has over \$40,000 available from previous years that they will utilize to cover their costs under this program. The Village has \$30,762 available in Tri-Party funds from FY 2016, FY 2017 and FY 2018. Use of these funds will leave a balance of \$27,713. Village Administration is recommending allocating the remainder of the Village's contribution from the Major Road Fund for FY 2017-18. The total cost to the Village under the proposed agreement would be \$58,475. Any cost overruns would be split evenly between the two communities. Village Administration does not anticipate any additional costs to the project. If any should arise, they can either be credited to future Tri-Party funds or paid through the Major Road Fund.

The City of Royal Oak has indicated that this item will be reviewed by City Council at their meeting of Monday, March 19<sup>th</sup>. I anticipate that it will be approved. RCOC has given an approximate project date of early to mid June. I anticipate all work to be completed by June 30<sup>th</sup>.



**Recommended Motion ...** *be it resolved that the Village Council approve and authorize the Village Manager to execute the Cost Participation agreement between the Road Commission of Oakland County, the Village of Beverly Hills and the City of Royal Oak for resurfacing Greenfield Rd. between 13 Mile and 14 Mile. Estimated cost to the Village of Beverly Hills, including the use of available funds through the Tri-Party Program, is \$58,475. Funds for this project are available in fund 203-451-810.02*

## **COST PARTICIPATION AGREEMENT**

### **CONSTRUCTION**

Greenfield Road

13 Mile Road to 14 Mile Road

Village of Beverly Hills

Board Project No. 54301

This Agreement, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2018, by and between the Board of County Road Commissioners of the County of Oakland, Michigan, hereinafter referred to as the BOARD, and the Village of Beverly Hills, hereinafter referred to as BEVERLY HILLS, provides as follows:

WHEREAS, the BOARD, BEVERLY HILLS, and the City of Royal Oak, hereinafter referred to as ROYAL OAK, have programmed the resurfacing of Greenfield Road from 13 Mile Road to 14 Mile Road, as described in Exhibit "A", attached hereto, and made a part hereof, which improvements involve roads under the jurisdiction of the BOARD and within ROYAL OAK and BEVERLY HILLS, which improvements are hereinafter referred to as the PROJECT; and

WHEREAS, the estimated total cost of the PROJECT is \$240,000; and

WHEREAS, BEVERLY HILLS' share of said LOCAL SHARE involves certain designated and approved Tri-Party Program funding in the amount of \$92,287, which shall be paid through equal contributions by the BOARD, BEVERLY HILLS, and the Oakland County Board of Commissioners, hereinafter referred to as the COUNTY; and

WHEREAS, all the parties hereto have reached a mutual understanding regarding the cost sharing for the PROJECT and wish to commit that understanding to writing in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and in conformity with applicable law, it is hereby agreed between BEVERLY HILLS and the BOARD that:

1. ROYAL OAK and BEVERLY HILLS approve of the PROJECT, declare its public necessity, and authorizes the BOARD to perform or cause to be performed, and complete the PROJECT along with all administration in reference thereto.

2. The PROJECT shall include total payments to the contractor. Any costs incurred by RCOC prior to this agreement date shall be allowable.
3. The estimated total PROJECT cost is \$240,000 and shall be allocated to 3.a. and 3.b. simultaneously:
  - a. ROYAL OAK has agreed to contribute \$120,000 and will fund their share from the Tri-Party Program.
  - b. BEVERLY HILLS has agreed to contribute \$120,000 and will fund their share from the Tri-Party Program along with an additional contribution of \$27,713.
  - c. Any PROJECT costs above ROYAL OAK'S funding of \$120,000 and BEVERLY HILLS' funding of \$120,000 will be funded first with any available Tri-Party Program funds. If no Tri-Party Program funds are available, any PROJECT costs above \$240,000 will be shared equally between ROYAL OAK and BEVERLY HILLS.
4. Upon execution of this agreement, the BOARD shall submit an invoice to BEVERLY HILLS in the amount of \$58,475 (being 100% of BEVERLY HILLS' Tri-Party contribution and their additional contribution).
5. Upon execution of this agreement and approval by the COUNTY, the BOARD shall submit an invoice to the COUNTY in the amount of \$30,762 (being 100% of the COUNTY'S Tri-Party contribution).
  - a. The invoice shall be sent to:  
  
Lynn Sonkiss, Manager of Fiscal Services  
Executive Office Building  
2100 Pontiac Lake Road, Building 41 West  
Waterford, MI 48328
6. Upon receipt of said invoice(s), BEVERLY HILLS and the COUNTY shall pay to the BOARD the full amount thereof, within thirty (30) days of such receipt.
7. The BOARD shall execute a separate Cost Participation Agreement with ROYAL OAK, for their share of the estimated PROJECT cost.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and date first written above.

BOARD OF ROAD COMMISSIONERS OF THE  
COUNTY OF OAKLAND  
A Public Body Corporate

By \_\_\_\_\_

Its \_\_\_\_\_

VILLAGE OF BEVERLY HILLS

By \_\_\_\_\_

Its \_\_\_\_\_

**EXHIBIT A**  
**TRI - PARTY PROGRAM**  
Greenfield Road  
13 Mile Road to 14 Mile Road  
Village of Beverly Hills  
Board Project No. 54301

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Resurfacing of Greenfield Road from 13 Mile Road to 14 Mile Road.

<b>ESTIMATED PROJECT COST</b>
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Contractor Payments

\$240,000

<b>COST PARTICIPATION BREAKDOWN</b>
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	ROYAL OAK	BEVERLY HILLS	COUNTY	BOARD	TOTAL
FY2009 Tri-Party Program	\$8,316	\$0	\$8,316	\$8,315	\$24,947
FY2010 Tri-Party Program	\$10,430	\$0	\$10,430	\$10,431	\$31,291
FY2011 Tri-Party Program	\$10,630	\$0	\$10,630	\$10,629	\$31,889
FY2014 Tri-Party Program	\$10,624	\$0	\$10,624	\$10,625	\$31,873
FY2016 Tri-Party Program	\$0	\$10,582	\$10,583	\$10,583	\$31,748
FY2017 Tri-Party Program	\$0	\$10,419	\$10,418	\$10,419	\$31,256
FY2018 Tri-Party Program	\$0	\$9,761	\$9,761	\$9,761	\$29,283
Contribution	\$0	\$27,713	\$0	\$0	\$27,713
<b>TOTAL SHARES</b>	<b>\$40,000</b>	<b>\$58,475</b>	<b>\$70,762</b>	<b>\$70,763</b>	<b>\$240,000</b>

# Memorandum

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**To:** Honorable President Mooney; Village Council

**CC:** Tom Meszler, Public Services Director

**Date:** 3/16/2018

**Re:** Village Water Mains

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On the agenda, as a discussion item, is a report on the status of the Village's existing water main inventory. I have included, for your review and discussion, the most recent submission of the Village's Water Asset Management Plan. This was reviewed in brief at the last Council meeting. I have also included the engineer's estimate on the potential east side water main project and a brief list of bullet points about where this project currently stands. The Water Asset Management Plan includes an inventory of all Village water mains by size and material. I have also broken down the existing water mains by age. Around 20% of the existing mains were installed prior to 1940, just over 50% between 1950 and 1970, 13% between 1980 and 1989 and almost 15% since 2000.



HUBBELL, ROTH & CLARK, INC  
CONSULTING ENGINEERS SINCE 1915

## Memorandum

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To: Abuzoha Islam, Engineer  
Michigan Department of Environmental Quality (MDEQ)

From: Brad Shepler, P.E.

Date: February 8, 2018

Subject: Water Asset Management Plan Submittal to MDEQ  
Village of Beverly Hills

HRC Job No. 20171147

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On December 21, 2017, Hubbell, Roth, and Clark, Inc. (HRC) submitted a memo to MDEQ to fulfill the new regulations under the Michigan Safe Drinking Water Act (SDWA) Act 399 that states a Water Asset Management Program (WAMP) shall be implemented by January 1, 2018 for all water system serving more than 1,000 customers.

Attached is a breakdown of the water main mentioned in the Asset Inventory on page 3 of the WAMP. This memo and the attached inventory breakdown is intended to supplement the previously submitted WAMP memo per phone conversations with Mr. Islam and our office. Also attached is a copy of the submitted WAMP.

# Village of Beverly Hills Water Main Inventory

2/5/2018

Water Main	Type	Install Year	Length (ft)	Total (ft)
4-inch	Cast Iron	1920-1949	2,686	
	Total:			2,686
6-inch	Cast Iron	1920-1949	28,460	
	Cast Iron	1950-1979	14,008	
	Asbestos Cement	1950-1979	16,176	
	Asbestos Cement	1993	396	
	Ductile Iron	1950-1979	455	
	Ductile Iron	1980-1999	615	
	Total:			60,110
8-inch	Cast Iron	1920-1949	23,110	
	Cast Iron	1950-1979	33,624	
	Asbestos Cement	1950-1979	51,502	
	Ductile Iron	1950-1979	7,309	
	Unknown	1950-1979	2,089	
	Ductile Iron	1980-1999	38,886	
	Ductile Iron	2000-2017	42,594	
	HDPE	2000-2017	3,877	
Total:			202,991	
12-inch	Cast Iron	1920-1949	7,933	
	Asbestos Cement	1950-1979	3,900	
	Cast Iron	1950-1979	1,360	
	Ductile Iron	1950-1979	326	
	Unknown	1950-1979	21,422	
	Ductile Iron	1980-1999	1,528	
Total:			36,469	
16-inch	Asbestos Cement	1950-1979	10,635	
	Cast Iron	1950-1979	111	
	Ductile Iron	1950-1979	91	
	Unknown	1950-1979	189	
	Ductile Iron	2000-2017	95	
Total:			11,121	
Total (Feet)				313,377
Total (Miles)				59



December 21, 2017

To: Michigan Department of Environmental Quality (MDEQ)

Attn: Mr. Abuzoha Islam, Engineer

Re: Water Asset Management Plan for Submittal to MDEQ  
Village of Beverly Hills

HRC Job No. 20171147

## ***Summary***

In 2013, the Michigan Department of Environmental Quality (MDEQ), promulgated new regulations under the Michigan Safe Drinking Water Act (SDWA) Act 399 that states a Water Asset Management Plan (WAMP) shall be implemented by January 1, 2018 for all water system serving more than 1,000 customers. Michigan's SDWA defines a WAMP as, "a plan that identifies the desired level of service at the lowest life cycle cost for rehabilitating, repairing, or replacing the assets associated with the waterworks system." The requirements for an WAMP are outlined in Rule 1606 of the Administrative Rules of Act 399.

This memo has been prepared by Hubbell, Roth, and Clark, Inc. (HRC) for the Village of Beverly Hills to achieve compliance with the above stated requirement. The overall scope of work for the development of the Village's WAMP is based on the MDEQ Asset Management Program guidance, and includes a section on these five core components:

- 1) Asset Inventory
- 2) Critical Assets
- 3) Level of Service
- 4) Capital Improvement Project Plan
- 5) Revenue Structure

In each subsequent section, the definitions and descriptions of the above-mentioned five core components from the Michigan SDWA and the MDEQ guidance document (December 2016) are provided.

A copy of the Michigan SDWA is available here:

[http://www.michigan.gov/documents/deq/deq-wb-dwehs-cws-Act399\\_247583\\_7.pdf](http://www.michigan.gov/documents/deq/deq-wb-dwehs-cws-Act399_247583_7.pdf)

A copy of the MDEQ Asset Management Guidance document is available here:

[https://www.michigan.gov/documents/deq/deq-dwma-cws-assetmgmtsubmissionguidance\\_549603\\_7.pdf](https://www.michigan.gov/documents/deq/deq-dwma-cws-assetmgmtsubmissionguidance_549603_7.pdf)

### **PRINCIPALS**

Daniel W. Mitchell | Nancy M.D. Faught  
Keith D. McCormack | Jesse B. VanDeCreek  
Roland N. Alix | Michael C. MacDonald  
James F. Burton | Charles E. Hart

### **SENIOR ASSOCIATES**

Gary J. Tressel | Randal L. Ford  
William R. Davis | Dennis J. Benoit  
Robert F. DeFrain | Thomas D. LaCross  
Albert P. Mickalich | Timothy H. Sullivan  
Thomas G. Maxwell

### **ASSOCIATES**

Marvin A. Olane | Marshall J. Grazioli  
Donna M. Martin | Colleen L. Hill-Stramsak  
Bradley W. Shepler | Karyn M. Stickel  
Jane M. Graham | Todd J. Sneathen  
Aaron A. Uranga | Salvatore Conigliaro

Contact information for the Village is as follows:

Village of Beverly Hills  
18500 W. 13 Mile Road  
Beverly Hills, MI 48025  
<http://www.villagebeverlyhills.com>

**Chris Wilson, Village Manager**

Phone: (248)646-6404  
E-mail: [cwilson@villagebeverlyhills.com](mailto:cwilson@villagebeverlyhills.com)

**Tom Meszler, Public Services Director**

Phone: (248)646-6404  
E-mail: [tmeszler@villagebeverlyhills.com](mailto:tmeszler@villagebeverlyhills.com)

## ***Asset Inventory***

Michigan SDWA: A summary detailing the system used to maintain an inventory of assets. Priority shall be given to an inventory of source, treatment, pumping, and distribution system assets.

MDEQ Water AMP Guidance: The submission to the MDEQ requires a description of which assets the water system has chosen to include, which parameters the system has chosen to track, and how each parameter has been addressed.

The Village of Beverly Hills receives its water supply entirely from the Great Lakes Water Authority (GLWA) through the Southeastern Oakland County Water Authority (SOCWA). Water supply is received from SOCWA through a total of two (2) meter vaults, owned and operated by SOCWA, and located at 14 Mile Road and Evergreen Road (BH-05) and at the 14 Mile Road Pumping Station (BH-04). Beyond the water vaults, water is internally fed through the Village's watermain distribution system.

The water-related "horizontal assets" generally include the assets that form a transmission or distribution system and are disbursed over a large area. Tracked assets include water main pipes, gate valves, and fire hydrants. The Village tracks its horizontal water assets with electronic maps and with paper maps and a hard copy filing system. In addition, a hydraulic model of the Village's water system has been developed that includes the entire horizontal piping network; this model was utilized for a recent Reliability Study and will continue to be utilized by the Village. Asset data maintained by the Village includes diameter, length,

material, and date installed (age). In the future, the Village plans to continue to update reference maps and the hydraulic model.

The Village of Beverly Hills does not currently own nor maintain any water-related “vertical assets”. All connection meters, storage, pressure reduction and treatment are provided by SOCWA and GLWA.

Below is a list of the inventoried assets within the Village’s system:

Horizontal Assets

- Water main (59 miles of 4 to 16-inch diameter)
  - 2,700 LF of 4” water main
  - 60,100 LF of 6” water main
  - 203,000 LF of 8” water main
  - 36,500 LF of 12” water main
  - 11,100 LF of 16” water main
- Hydrants (286)
- Line valves (603)
- Emergency connections (3)

Vertical Assets

None in the Village’s system

***Critical Assets***

Michigan SDWA: A summary describing the method used to assess the criticality of assets considering the likelihood and consequence of failure.

MDEQ Water AMP Guidance: The submission to the MDEQ must describe the methodology used to assess the criticality of each asset and prioritize the water supply’s need, including the likelihood and consequence of failure.

The assessment of the physical condition of water transmission and distribution pipes is difficult to perform and generally not cost effective. Therefore, the likelihood or Probability of Failure (POF) is typically

evaluated by the Village using physical attributes (i.e. pipe age, material, soil conditions, etc.) and historical records (i.e. break history, operator knowledge, etc.) that are readily available. The Village also assesses the probability of failure through maintaining a map of water main break history and maintaining maps and a hydraulic model that record the age of water main.

Consequence of Failure (COF) is typically evaluated based on the anticipated cost of repairs due to failure of the asset and estimated social costs (i.e. repair/replacement costs related to collateral damage caused by the failure; legal costs related to additional damage caused by the failure; environmental costs created by the failure; loss of business revenue to the community; and any other associated costs or asset losses). Factors that increase the COF include proximity of the asset to main roads, service to critical customers or vital businesses, as well as other social, regulatory or safety impacts. The COF can be lowered if redundancy is available in the system. The Village assesses COF through staff knowledge of the most critical assets. Factors used to assess COF include pipe diameter, location of asset in reference to major roads and wholesale supply points, service to critical customers such as schools and assisted living facilities, and watermain crossing major roads.

### ***Level of Service***

Michigan SDWA: A statement of level of service goals.

MDEQ Water AMP Guidance: A submission to the MDEQ only needs to state the level of service goals adopted by the water system.

The Village's level of service goals are as follows:

- Meet all federal and state drinking water guidelines for the delivery of a safe drinking water supply.
- Maintain pressures within industry standards for average day through peak hour demand conditions.
- Maintain adequate pressure for fire protection and public safety.
- Provide potable water affordably to all residents and customers.

These goals were developed internally, by discussion with Village staff and review of the Village's overall goals and objectives.

## ***Capital Improvement Plan***

Michigan SDWA: A capital improvements plan that identifies waterworks system needs for 5-year and 20-year planning periods. A publicly owned or operated supply shall comply beginning January 1, 2016. A privately-owned supply shall comply beginning January 1, 2018.

MDEQ Water AMP Guidance: The entire CIP must be submitted to the MDEQ and then re-submitted whenever it is updated.

The recommended projects are summarized below. Projects listed for implementation in the 0 to 5 year range include cost estimates prepared on data available at the study/feasibility level. Projects in the 6 to 20 year range are based on broad concepts only and costs are based on cost curves and other general tools. All projects are listed for financial and resource planning purposes only. Changes to project inclusion, scope, cost and/or timing are expected as resources are allocated and changes occur in prioritization, regulations, technology, cost and other data becomes available. Below is a potential project that is prioritized for consideration over the next 5 years:

- Southfield Road and 14 Mile Road Area Residential Watermain Replacement, \$4,811,400, anticipated completion 2019, Infrastructure Improvement Bond/Capital Improvement Bond

This 5-year CIP was developed by Village staff.

Below is a list of potential projects to be considered in the next 6-20 years:

- Watermain Replacement (with Road Reconstruction), \$2,000,000, anticipated completion 2023-2027, Water and Sewer Enterprise Fund
- Watermain Replacement (with Road Reconstruction), \$2,000,000, anticipated completion 2028-2032, Water and Sewer Enterprise Fund
- Watermain Replacement (with Road Reconstruction), \$2,000,000, anticipated completion 2033-2037, Water and Sewer Enterprise Fund

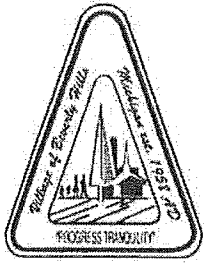
## ***Funding Structure***

Michigan SDWA: A summary detailing the funding structure and rate methodology that provides sufficient resources to implement the AMP.

MDEQ Water AMP Guidance: The submission to the MDEQ must include the current rate structure and an analysis of how the rates and other funding sources offset the anticipated costs.

The water rate in the Village of Beverly Hills is \$1.84 per 100 cubic feet. This rate approved by Village Council on May 2, 2017 and was effective as of July 1, 2017. A certified copy of the rate resolution is attached.

A copy of the Village's Water and Sewer Fund Statement for the year ending June 30, 2017 is attached. The Statement shows the Village's Water and Sewer Fund has a total operating revenue of \$4,423,937 and operating expenses of \$4,489,649. The Statement also shows the net operating loss of \$65,712 reconciled to net cash from operating activities, and the end of year net position of \$18,639,500. The Village Council discussed water rates and operation of the Water and Sewer Fund at the November 21, 2017 Council meeting. Results from the Village's Financial Analysis recommend that the Village continue to increase the Water and Sewer Enterprise Fund infrastructure charge and rate in line with wholesale increases to cover this fund gap. The Village will be employing the recommendations from the Financial Analysis for the next fiscal year and beyond to eliminate this net operating loss. The Village of Beverly Hills feels that this meets their needs for their current operating budget and 5-year CIP.



## VILLAGE OF BEVERLY HILLS MICHIGAN

Present: President Mooney; Members: Abboud, Delaney, Mueller, Nunez, Oen and Peddie

Absent: None

### REVIEW AND CONSIDER RESOLUTION TO ADOPT 2017/2018 RATE SCHEDULE FOR WATER CONSUMPTION AND SEWAGE DISPOSAL

Each premises within the Village connected to the water and/or sanitary sewer system shall pay a consumption charge based upon the amount of water used as shown by the water meter installed in each premises as follows:

Water Consumption	\$	1.840 per 100 cu ft
Sanitary Sewer O.M. & R		<u>5.450</u> per 100 cu ft
Total	\$	7.290
<u>Debt Service</u>		
Debt Service	\$	20.00 per bill
<u>Infrastructure</u>		
Infrastructure	\$	70.00 per bill
<u>Water Only</u>		
	\$	1.840 per 100 cu ft
<u>Sewer Only</u>		
All sewer-only customers per quarter	\$	151.51 Infrastructure/ <u>42.50</u> Debt Service
	\$	194.01

Effective with all water and sewer usage after July 1, 2017 and thereafter until changed.

Tischler asked about infrastructure fee increase. Wilson explained that the increase is \$5.00 and is based on analysis of the previous year's revenues.

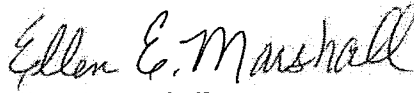
Tischler asked if there was a decrease in water usage. Mooney explained that there is a decrease in overall water usage and this new formula is anticipated to stabilize the costs.

Motion by Oen, second by Peddie, to adopt a Resolution establishing 2017-2018 Water and Sewer Rates. These new rates will be effective with water and sewage usage after July 1, 2017.

Roll Call Vote:  
Motion passed (7-0).

**CERTIFICATION**

I, Ellen E. Marshall, Clerk of the Village of Beverly Hills, Oakland County, Michigan, do hereby certify and declare that the above is a true and correct copy of a resolution that was adopted by the Village Council at a regular meeting held on Tuesday, May 2, 2017.

A handwritten signature in cursive script that reads "Ellen E. Marshall".

Ellen E. Marshall  
Village Clerk

dated: December 11, 2017



# Village of Beverly Hills, Michigan

## Enterprise Fund - Water and Sewer Statement of Net Position June 30, 2017

### Assets

#### Current assets:

Cash and cash equivalents (Note 3)	\$ 52,569
Receivables - Net (Note 4)	1,151,239
Inventory	47,451

Total current assets 1,251,259

Capital assets - Assets subject to depreciation (Note 5) 20,321,071

Total assets 21,572,330

### Liabilities

#### Current liabilities:

Accounts payable	277,763
Due to other funds (Note 6)	402,031
Accrued liabilities and other	24,397
Current portion of long-term debt (Note 7)	289,832

Total current liabilities 994,023

Noncurrent liabilities - Long-term debt (Note 7) 1,938,807

Total liabilities 2,932,830

### Net Position

Net investment in capital assets	18,092,432
Unrestricted	547,068

Total net position \$ 18,639,500

## **Village of Beverly Hills, Michigan**

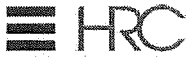
### **Enterprise Fund - Water and Sewer Statement of Revenue, Expenses, and Changes in Net Position Year Ended June 30, 2017**

<b>Operating Revenue</b>	
Sale of water	\$ 1,105,702
Sewage disposal charges	2,158,278
Interest and penalty charges	69,026
Meter charge	12,863
Rental income and other	19,172
Infrastructure charge	<u>1,058,896</u>
Total operating revenue	4,423,937
<b>Operating Expenses</b>	
Cost of water	745,021
Cost of sewage treatment	1,918,381
Administration charge	155,000
Repairs and maintenance	1,079,439
Depreciation	551,686
Other expenses	<u>40,122</u>
Total operating expenses	<u>4,489,649</u>
<b>Operating Loss</b>	(65,712)
<b>Nonoperating Revenue (Expenses)</b>	
Investment income	103
Interest expenses	<u>(55,047)</u>
Total nonoperating expenses	<u>(54,944)</u>
<b>Loss - Before contributions</b>	(120,656)
<b>Capital Contributions - Grants</b>	65,472
<b>Transfers Out (Note 6)</b>	<u>(174,193)</u>
<b>Change in Net Position</b>	(229,377)
<b>Net Position - Beginning of year</b>	<u>18,868,877</u>
<b>Net Position - End of year</b>	<u><u>\$ 18,639,500</u></u>

# Village of Beverly Hills, Michigan

## Enterprise Fund - Water and Sewer Statement of Cash Flows Year Ended June 30, 2017

<b>Cash Flows from Operating Activities</b>	
Receipts from customers	\$ 4,470,973
Payments to suppliers	(3,598,091)
Internal activity - repayments to other funds	(401,161)
Other payments	(27,234)
Net cash provided by operating activities	444,487
<b>Cash Flows from Capital and Related Financing Activities</b>	
Receipt of capital grants	98,476
Principal and interest paid on capital debt	(337,752)
Transfers to other funds	(174,193)
Net cash used in capital and related financing activities	(413,469)
<b>Cash Flows from Investing Activities - Interest income</b>	103
<b>Net Increase in Cash and Cash Equivalents</b>	31,121
<b>Cash and Cash Equivalents - Beginning of year</b>	21,448
<b>Cash and Cash Equivalents - End of year</b>	<u>\$ 52,569</u>
<b>Reconciliation of Operating Loss to Net Cash from Operating Activities</b>	
Operating loss	\$ (65,712)
Adjustments to reconcile operating loss to net cash from operating activities:	
Depreciation	551,686
Changes in assets and liabilities:	
Receivables	47,036
Prepaid and other assets	(15,017)
Accounts payable	172,655
Due to others	(246,161)
Net cash provided by operating activities	<u>\$ 444,487</u>



HUBBELL, ROTH & CLARK, INC.  
CONSULTING ENGINEERS SINCE 1915

Village of Beverly Hills  
2016 Watermain Replacment  
Alternative #2

Engineer's Opinion of Probable Cost  
February 16, 2016

HRC Job No. 20160141

PRINCIPALS

George E. Hubbell  
Thomas E. Biehl  
Keith D. McCormack  
Nancy M.D. Faught  
Daniel W. Mitchell  
Jesse B. VanDeCreek  
Roland N. Alix  
Michael C. MacDonald  
James F. Burton

SENIOR ASSOCIATES

Gary J. Tressel  
Kenneth A. Melchior  
Randal L. Ford  
William R. Davis  
Dennis J. Benolt  
Robert F. DeFrain  
Thomas D. LaCross  
Albert P. Mickalich  
Timothy H. Sullivan

ASSOCIATES

Jonathan E. Booth  
Marvin A. Olane  
Marshall J. Grazioli  
Donna M. Martin  
Charles E. Hart  
Colleen L. Hill-Stramsak  
Bradley W. Shepler  
Karyn M. Stickel

Item	Description	Quantity	Unit Price	Total
1	New Water Service Lead (connect to ex. plumbing)	305 Ea @	\$6,000 =	\$1,830,000
2	New 8-inch WM	7,000 Lft @	\$120 =	\$840,000
3	Add'l WM Replacements	1 Lsum @	\$300,000 =	\$300,000

**SUB-TOTAL CONSTRUCTION COSTS**

**\$2,970,000**

Construction Contingency (35%)

\$1,039,500

Engineering, Legal, Admin, etc. (20%) <sup>(1)</sup>

\$801,900

**TOTAL PROJECT COST**

**\$4,811,400**

<sup>(1)</sup> Does not include right-of-way negotiations or acquisition

Pros

Removes utility from rear yard easement  
Customers receive new water service  
line

Cons

Extensive access to private property  
required  
Significant customer coordination

**HUBBELL, ROTH & CLARK,  
INC.**

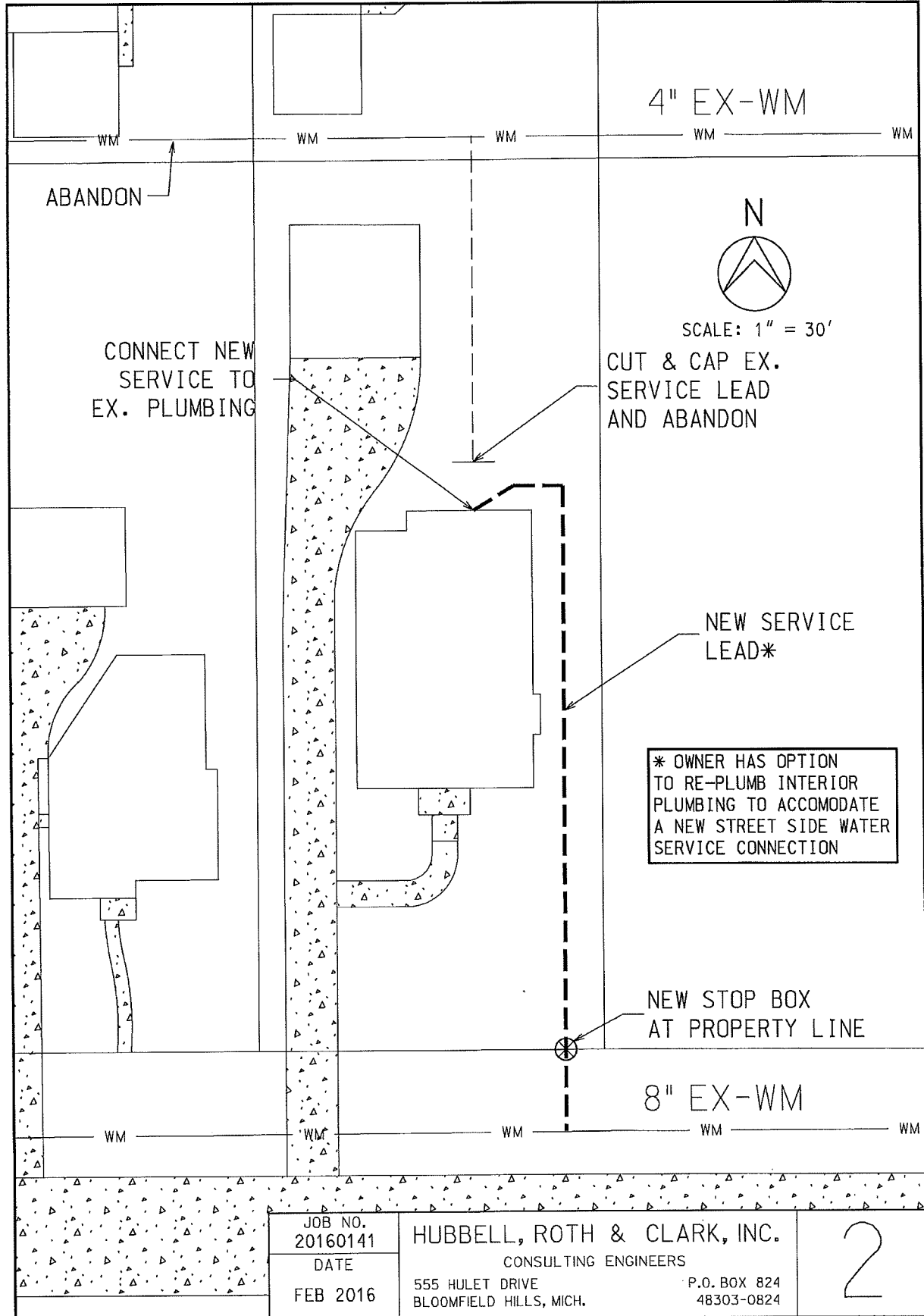
OFFICE: 555 Hulet Drive  
Bloomfield Hills, MI 48302-0360  
MAILING: PO Box 824  
Bloomfield Hills, MI 48303-0824  
PHONE: 248.454.6300  
FAX: 248.454.6312  
WEBSITE: www.hrc-engr.com  
EMAIL: info@hrc-engr.com

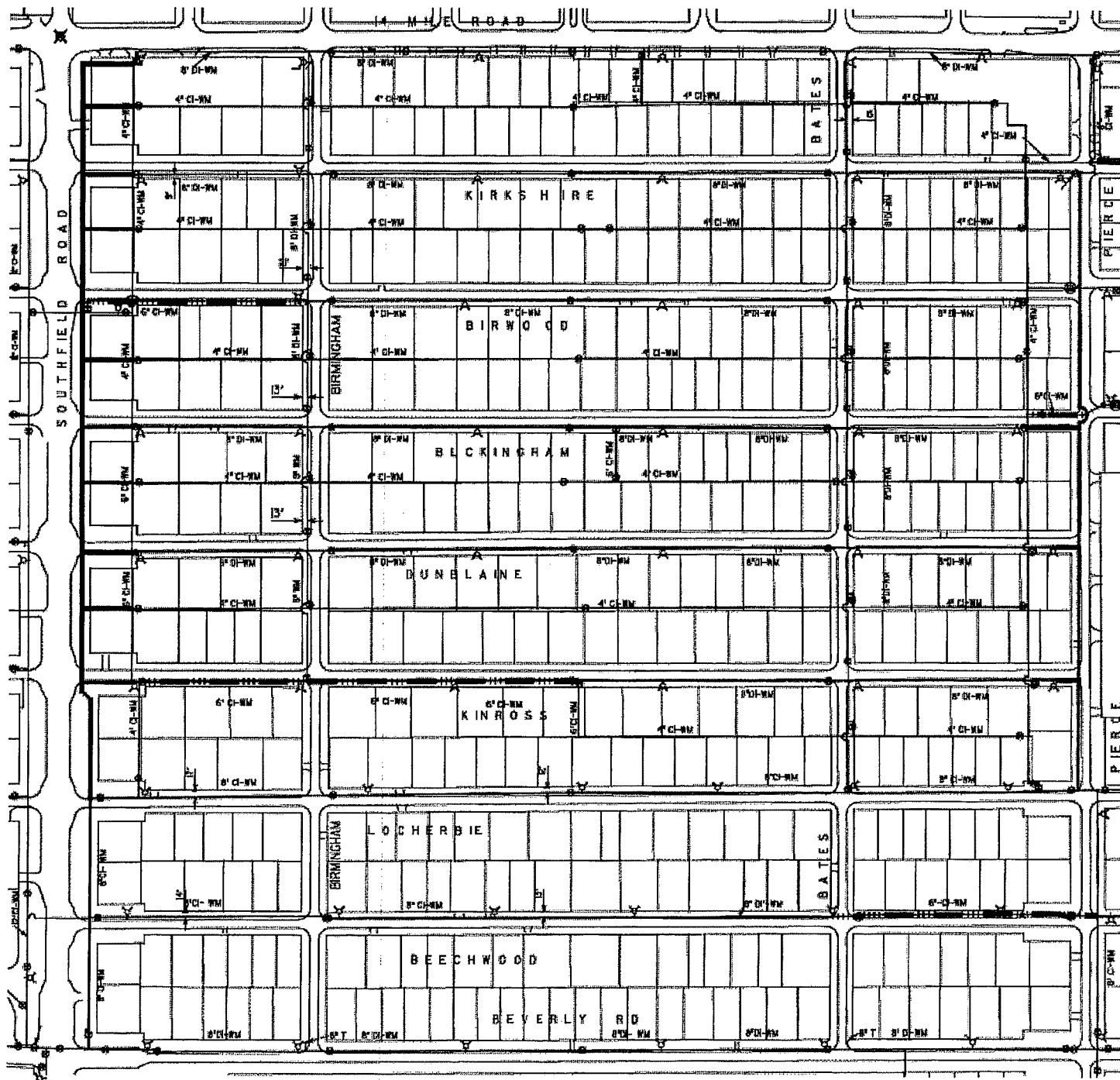
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DESIGN FILE = V:\201601\20160141\mc-house.dgn

USER NAME = jmg1e





Water Service  
Replacement

## **Water Main Issue East of Southfield and North of Beverly**

- Matter has been discussed extensively.
- Have settled on a reconnection of all homes to existing 8" water main in the street at Village expense.
- Will also require some new mains on North-South streets in area (Birmingham/Bates) for looping.
- Project has been designed by HRC and can go forward at any time.
- Anticipated cost ~\$4 Million.
- Will need to be bonded, or potentially utilize DWRF by State of Michigan.
- Situation is currently stable, but it is a potential problem and one that we are aware of.
- Question – When do we want to proceed?

# MEMO

To: Honorable President Mooney, Members of Village Council  
Chris Wilson, Village Manager

From: Ellen Marshall, Village Clerk

Re: Beverly Park Pavilion Rental Fees

Date: March 14, 2018

Attached are two fee schedules for renting the pavilion at Beverly Park. One for Beverly Hills residents and the other for non-residents. The minimum charge for non-residents is more than double the minimum charge for residents.

2016 - Damage deposit was increased for all group sizes

2014 – Group sizes were amended

Small was 1 - 50 became 1 – 40

Medium was 51 – 100 became 41 – 80

Large was 100 – 150 became 81 – 150

2011 - Raised minimum charge for non-residents

Small group from \$50 to \$60

Medium group from \$110 to \$120

Large group from \$175 to \$180

Resident rates have not changed since 1998.

The table below indicates the number of rentals for 2017 broken down by residents and non-residents.

Total rentals in 2017	Residents	Non-Residents
153	135	18
	88%	12%
Total amount for park improvement		
\$9,810	\$7,340	\$2,470
	75%	25%



For comparison purposes, here are the rental rates for Southfield, Royal Oak, Birmingham and Rochester Hills.

<b>City of Southfield</b>
<b>Beech Woods Park Shelter</b>
\$150/day
Maximum shelter occupancy is 65 people 12 tables
<b>Civic Center Park Shelter #1</b>
26000 Evergreen Road
\$200/day
Maximum shelter occupancy of 100 people; 15 tables
<b>Civic Center Park Shelter #2</b>
26000 Evergreen Road
\$100/day
Maximum shelter occupancy of 50 people; 10 tables
<b>Pebble Creek Park</b>
American Drive
\$275/day
Maximum shelter occupancy of 150 people; 18 tables

<b>City of Royal Oak</b>
Large shelter 12 tables (Memorial Park)
Weekends     \$100 resident   \$125 non-resident
Weekdays     \$75 resident   \$100 non-resident
Large shelter 10 tables
Weekends     \$60 resident   \$70 non-resident
Weekdays     \$45 resident   \$55 non-resident
Small shelter; 4 tables
Weekends     \$30 resident   \$35 non-resident
Weekdays     \$25 resident   \$30 non-resident

<b>City of Birmingham</b>	
<b>Springdale Shelter</b>	
Weekends	
2 hours	\$115
2-4 hours	\$135
Max 5 hours	\$155
Weekdays	
2 hours	\$95
2-4 hours	\$105
Max 5 hours	\$115
\$100 Cleaning Security Deposit for all rentals	

<b>City of Rochester Hills</b> – shelter fees do not include vehicle entry fees
Shelter reservations are only available weekends May through October
<b>Bloomer Park</b>
Stone Shelter \$225
Pine Grove Shelter \$175
Hilltop Shelter \$175
<b>Spencer Park</b>
Boathouse Shelter \$200

# 2018

## Residents Fee Schedule Beverly Park Pavilion Rentals

**Number of guests 1 – 40** Minimum charge of \$25; \$5 for each additional hour  
Additional \$20 fee for Fri, Sat, Sun rentals

	HOURS	FEE	DAMAGE DEPOSIT	Mon – Thur	Fri–Sat–Sun
<b>Will you have:</b>	1	\$ 25.00	\$ 100.00	\$125.00	+ \$20 = \$145
Catering, Band,	2	\$ 30.00	\$ 100.00	\$130.00	+ \$20 = \$150
Special Games	3	\$ 35.00	\$ 100.00	\$135.00	+ \$20 = \$155
Entertainment,	4	\$ 40.00	\$ 100.00	\$140.00	+ \$20 = \$160
Music, Other	5	\$ 45.00	\$ 100.00	\$145.00	+ \$20 = \$165
Then: Please	6	\$ 50.00	\$ 100.00	\$150.00	+ \$20 = \$170
fill out a	7	\$ 55.00	\$ 100.00	\$155.00	+ \$20 = \$175
Large Group Survey	8	\$ 60.00	\$ 100.00	\$160.00	+ \$20 = \$180

**Number guests 41 – 80** Minimum charge of \$50; \$10 for each additional hour  
Additional \$20 fee for Fri, Sat, Sun rentals

	HOURS	FEE	DAMAGE DEPOSIT	Mon – Thur	Fri–Sat–Sun
<b>Will you have:</b>	1	\$ 50.00	\$200.00	\$250.00	+ \$20 = \$270
Catering, Band,	2	\$ 60.00	\$200.00	\$260.00	+ \$20 = \$280
Special Games	3	\$ 70.00	\$200.00	\$270.00	+ \$20 = \$290
Entertainment,	4	\$ 80.00	\$200.00	\$280.00	+ \$20 = \$300
Music, Other	5	\$ 90.00	\$200.00	\$290.00	+ \$20 = \$310
Then: Please	6	\$100.00	\$200.00	\$300.00	+ \$20 = \$320
fill out a	7	\$110.00	\$200.00	\$310.00	+ \$20 = \$330
Large Group Survey	8	\$120.00	\$200.00	\$320.00	+ \$20 = \$340

**Number of guests 81 – 150** Minimum charge of \$75; \$15 for each additional hour  
Additional \$20 fee for Fri, Sat, Sun rentals

	HOURS	FEE	DAMAGE DEPOSIT	Mon – Thur	Fri–Sat–Sun
<b>Must fill out</b>	1	\$ 75.00	\$300.00	\$375.00	+ \$20 = \$395
	2	\$ 90.00	\$300.00	\$390.00	+ \$20 = \$410
Large Group Survey	3	\$105.00	\$300.00	\$405.00	+ \$20 = \$425
for approval from	4	\$120.00	\$300.00	\$420.00	+ \$20 = \$440
Parks & Rec Board	5	\$135.00	\$300.00	\$435.00	+ \$20 = \$455
at their next mtg	6	\$150.00	\$300.00	\$450.00	+ \$20 = \$470
	7	\$165.00	\$300.00	\$465.00	+ \$20 = \$485
	8	\$180.00	\$300.00	\$480.00	+ \$20 = \$500

**SCOUTING GROUPS** \$100 Damage Deposit (Amended by Council 4-7-09)

Troop 1024 can pay a \$100 cash deposit at the beginning of season, but someone still has to come in and sign permits. They cannot make a reservation over the phone.

**LITTLE LEAGUE** \$25.00 Park Opener Fee + \$100 Damage Deposit = \$125.00

Amended by Council 10-6-15

# 2018

## **Non - Residents Fee Schedule** **Beverly Park Pavilion Rentals**

**Number of guests 1 – 40** Minimum charge of \$60; \$15 for each additional hour  
Additional \$20 fee for Fri, Sat, Sun rentals

	HOURS	FEE	DAMAGE DEPOSIT	TOTAL DUE	
				Mon – Thur	Fri-Sat-Sun
Will you have:	1	\$ 60.00	\$100.00	\$160.00	+ \$20 = \$180
Catering, Band,	2	\$ 75.00	\$100.00	\$175.00	+ \$20 = \$195
Special Games	3	\$ 90.00	\$100.00	\$190.00	+ \$20 = \$210
Entertainment,	4	\$105.00	\$100.00	\$205.00	+ \$20 = \$225
Music, Other	5	\$120.00	\$100.00	\$220.00	+ \$20 = \$240
Then: Please	6	\$135.00	\$100.00	\$235.00	+ \$20 = \$255
fill out a	7	\$150.00	\$100.00	\$250.00	+ \$20 = \$270
Large Group Survey	8	\$165.00	\$100.00	\$265.00	+ \$20 = \$285

**Number of guests 41 – 80** Minimum charge of \$120; \$25 for each additional hour  
Additional \$20 fee for Fri, Sat, Sun rentals

	HOURS	FEE	DAMAGE DEPOSIT	TOTAL DUE	
				Mon – Thur	Fri-Sat-Sun
Will you have:	1	\$120.00	\$200.00	\$320.00	+ \$20 = \$340
Catering, Band,	2	\$145.00	\$200.00	\$345.00	+ \$20 = \$365
Special Games	3	\$170.00	\$200.00	\$370.00	+ \$20 = \$390
Entertainment,	4	\$195.00	\$200.00	\$395.00	+ \$20 = \$415
Music, Other	5	\$220.00	\$200.00	\$420.00	+ \$20 = \$440
Then: Please	6	\$245.00	\$200.00	\$445.00	+ \$20 = \$465
fill out a	7	\$270.00	\$200.00	\$470.00	+ \$20 = \$490
Large Group Survey	8	\$295.00	\$200.00	\$495.00	+ \$20 = \$515

**Number of guests 81 – 150** Minimum charge of \$180; \$35 for each additional hour  
Additional \$20 fee for Fri, Sat, Sun rentals

	HOURS	FEE	DAMAGE DEPOSIT	TOTAL DUE	
				Mon – Thur	Fri-Sat-Sun
Must fill out	1	\$180.00	\$300.00	\$480.00	+ \$20 = \$500
	2	\$215.00	\$300.00	\$415.00	+ \$20 = \$535
Large Group Survey	3	\$250.00	\$300.00	\$450.00	+ \$20 = \$570
For approval from	4	\$285.00	\$300.00	\$585.00	+ \$20 = \$605
Parks & Rec Board	5	\$320.00	\$300.00	\$620.00	+ \$20 = \$640
At their next mtg	6	\$355.00	\$300.00	\$655.00	+ \$20 = \$675
	7	\$390.00	\$300.00	\$690.00	+ \$20 = \$710
	8	\$425.00	\$300.00	\$725.00	+ \$20 = \$745

Amended by Council 10-6-15

**VILLAGE MANAGER'S REPORT**  
**CHRIS D. WILSON**  
**MARCH 16, 2018**

**FY 2018-19 Budget** – Village Administration continues to work on the FY 2018-19 Budget. A draft budget will be presented to Council at the next meeting. As we discussed at the last meeting, Council will need to determine a date for a Budget workshop and probably discuss the appropriate day for formal adoption of the Budget. The first meeting in May, the traditional day the budget is adopted, falls on May 1<sup>st</sup> this year.

**Easter Egg Hunt** – A free Easter Egg Hunt will be held on Saturday, March 24th at Beverly Park. This event is sponsored by Kensington Community Church of Birmingham. Four egg hunts will take place as follows:

1:10 p.m. Children with Special Needs  
1:20 p.m. Infants - 3 yrs old  
1:30 p.m. Children 4 - 6 yrs old  
1:40 p.m. Children 7 yrs old and up

They will also have face painting, bounce houses, temporary tattoos, live bunnies, balloon artists, crafts and cookie decorating, coffee and hot chocolate from Great Lakes Coffee, cotton candy and snacks.

**Yard Waste** – Curbside collection of yard waste begins Monday, April 2nd. If you wish to dispose of yard waste prior to April 2, you may take up to 10 paper yard waste bags of yard waste to SOCRRA's facility on Coolidge between 14 Mile and 15 Mile Roads.

**Financial Assistance Available for Income Qualifying Residents** – Assistance is available for low and moderate income Beverly Hills residents who need help with minor home repairs and yard services. To qualify you must be a Beverly Hills resident homeowner and meet the current income guidelines as set forth by the federal government. Please contact Jeanne Nance at Next for more information at (248) 203-5270.

**Offices Closed** – Village offices will be closed on Friday, March 30<sup>th</sup> in observance of Good Friday.

**Small Recycling Bins** – Residents who wish to dispose of their clean existing 18-gallon recycling bins may take them to Beverly School on Wednesday, March 21 and Thursday, March 22. The Beverly School Earthwise Committee will be repurposing these bins for donation and use by area food pantries. Residents may drop their bins off by the main office door under the sign.

**Village of Beverly Hills  
Regular Council Meeting  
Tuesday, March 20, 2018**

**Municipal Building  
18500 W. Thirteen Mile Rd.  
7:30 p.m.**

**INFORMATION ITEMS**

- a. Public Safety Activity Report for the period March 1<sup>st</sup>-15<sup>th</sup>, 2018.
- b. Report from Oakland County Commissioner Bill Dwyer dated March 2018.
- c. Southfield Township Board of Trustees agenda for the meeting held March 13, 2018 and minutes of meeting held January 9, 2018.
- d. Minutes of a regular Parks and Recreation Board meeting held February 22, 2018 (Unapproved)
- e. Minutes of a regular Planning Commission meeting held February 22, 2018 (UNAPPROVED)

# **Beverly Hills Public Safety Activity Report**

**March 1<sup>st</sup> – March 15<sup>th</sup>, 2018**

- The Public Safety Department is currently looking for applicants for Public Safety Officer. Please visit our website, [www.beverlyhillspolice.com](http://www.beverlyhillspolice.com) to see if you qualify.
- Officers are continuing to train our new recruits. If you see an officer you don't recognize don't hesitate to introduce yourself.
- ROBOCALLS THREATENING ARREST CONSUMER ALERT, March 8, 2018  
Attorney General Bill Schuette wants you to know about illegal robo calls impersonating government entities that leave messages threatening arrest. They are scams, and you should report them. The Alert educates Michigan consumers about how to SPOT and STOP these illegal calls and where to report them <http://links.govdelivery.com/track>.

## **Is your child safe using the Internet?**

Are you aware of how your child is using the internet? While the World Wide Web is a valuable tool, it can be a dangerous place for children. Diligent parental supervision can help keep children safe while online.

Internet safety tips for parents:

- Place laptops, tablets and cell phones in a common area to allow for observation of the child's internet activity.
- Create rules for internet use, including which sites can and cannot be accessed.
- Teach your child to never give out personal information, such as home address, phone number, email address, passwords, photographs, credit card number or school information.
- Know who your child is talking to online. Chat room acquaintances are strangers and children should never arrange to meet them face-to-face.
- Remember that internet technology can be mobile, so monitor cell phones, gaming devices and laptops as well.

For more safety tips, visit [netsmartz.org](http://netsmartz.org) . To report inappropriate contact while on the internet, call 1-877-MI-CYBER.

## **CALLS FOR SERVICE**

- 230 Calls for Service.
- 11 Arrests.
- 130 Tickets issued.
- Motor Carrier Enforcement.
- 4 Walk in PBTs.
- 6 Prescription pill drop offs.

- Vacation checks.
- 4 Prisoner transports to Birmingham Police Department.
- Walk in Gun Permits issued.
- Car Seat Safety Inspections.
- 6 Medicals on 13 Mile Rd.
- Suspicious Vehicle on 13 Mile Rd.
- Motorist Assist on 13 Mile Rd.
- Citizen Assist on 13 Mile Rd.
- 3 Animal complaints on 13 Mile Rd.
- 7 Traffic Accidents on 13 Mile Rd.
- Traffic Accident on Southfield Rd.
- 2 Traffic Accidents on Evergreen.
- Alarm on Southfield Rd.
- Fraud complaint on Riverside.
- Suspicious Persons complaint on Southfield Rd.
- Medical on Fairfax.
- Officers stopped a vehicle for a traffic violation on Beverly. The driver was operating on a suspended license and was wanted on several warrants. The driver was arrested without incident.
- Assist Franklin Police with a traffic complaint on 13 Mile Rd.
- Alarm on Pines.
- Road Hazard on Buckingham.
- Down Wire complaint on Amherst.
- Down Wire complaint on Kinross.
- Road Hazard on Amherst.
- Road Hazard on Evergreen.
- Road Hazard on Lahser.
- Road Hazard on Sunset.
- Down Wire complaint on Devonshire.
- Road Hazard on Marlin Ct.
- Alarm on Birwood.
- Wire Down complaint on Inglewood.
- Fraud on Camelot Ct.
- Wire Down complaint on Locherbie.
- Suspicious Persons complaint on Beechwood.
- Officers stopped a vehicle on 14 Mile Rd. for a traffic violation. Officers found the driver was in possession of marijuana and did not have a medical card. The driver was arrested without incident.
- Officers stopped a vehicle for a traffic violation on 13 Mile Rd. The driver was operating on a suspended license and had a warrant for her arrest. The driver was arrested without incident.
- Welfare check on 14 Mile Rd.
- Welfare check on Dover Ct.
- Animal complaint on Southfield.



- Animal complaint on Huntley.
- Citizen Assist on Beverly Rd.
- Alarm on Lahser.
- Alarm on Wilshire.
- Medical on Bellvine Trail.
- Medical on Kennoway Circle.
- Alarm on Village Pines.
- Citizen Assist on Amherst.
- Traffic Accident on Beverly Rd.
- Suspicious Circumstance on Westlady.
- Welfare Check on Lauderdale.
- Assault on Dunblaine.
- Suspicious Vehicles on Wilshire.
- Suspicious Persons complaint on Stafford.
- Suspicious Vehicles complaint on Birwood.
- Suspicious Persons complaint on Evergreen.
- Harassment complaint on 14 Mile Rd.
- Assist Southfield Police with a Retail Fraud complaint on Southfield Rd.
- Hang up 911 complaint on Evergreen.
- Retail Fraud complaint on Southfield Rd.
- Civil Dispute on Southfield Rd.
- Reckless Driving complaint on 13 Mile Rd.
- Odor Investigation on Virmar Ct.
- Suspicious Persons complaint on 13 Mile Rd.
- Alarm on Beverly.
- Suspicious Persons complaint on Beverly.
- Alarm on Robinhood.
- Alarm on Nottingham.
- Animal complaint on Norchester.
- Fraud complaint on Birwood.
- Fraud complaint on Bedford.
- Officers stopped a vehicle on 13 Mile Rd. for a traffic violation. The driver was operating on a suspended license. The driver also had multiple warrants for her arrest. The driver was arrested without incident.
- Alarm on Riverview.
- Larceny complaint on W. Rutland.
- Medical on Devonshire.
- Officers responded to the Wayne County Jail to arrest an individual on a Beverly Hills warrant. The arrest took place without incident.
- Alarm on Orchard Way.
- Welfare Check on Lauderdale.
- Vehicle Lock out on 13 Mile Rd.
- Citizen Assist on 13 Mile Rd.
- Alarm on Chelton.

- Welfare Check on Kirkshire.
- Fraud complaint on Arlington.
- Alarm on Smallwood.
- Assist Oak Park Public Safety with a house fire.
- Traffic complaint on Buckingham.
- Vehicle Lock Out on Kirkshire.
- Suspicious Circumstance complaint on Ronsdale.
- Traffic Accident on Lahser.
- Retail Fraud complaint on 13 Mile Rd. Officers arrested the responsible person without incident.
- Alarm on Riverside.
- Suspicious Persons complaint on Georgina.
- Traffic complaint on Tremont.
- Hang up 911 complaint on 13 Mile Rd.
- Officers responded to a suspicious person complaint on Lahser. Officers found a person who entered a home without permission. The person fled from officers on foot. Officers arrested the individual soon after without incident.
- Animal complaint on Saxon.
- Welfare Check on Kennoway.
- Medical on Wentworth.
- Officers stopped a vehicle for a traffic violation on Lahser. The driver was operating on a suspended license and had a warrant for her arrest. The driver was arrested without incident.
- Found Property on 14 Mile Rd.
- Assist Franklin-Bingham with a Suspicious Persons complaint.
- Alarm on Warwick.
- Citizen Assist on Beechwood.
- Medical on Old Stage.
- Officers met Birmingham Police to arrest an individual on a Beverly Hills warrant. The person was arrested without incident.
- Suspicious Persons complaint on Lahser.
- Medical on Beechwood.
- Suspicious Persons complaint on 14 Mile Rd.
- Suspicious Persons complaint on Eastlady.
- Smoke Investigation on Embassy.
- Juvenile complaint on 14 Mile Rd.
- Officers stopped a vehicle for a traffic violation on Lahser. The driver was operating on a suspended license. The driver was arrested without incident.
- Citizen Assist on Georgina.
- Harassing Phone complaint on Chelsea Pl.
- Citizen Assist on Bedford.
- Family Dispute on Downing Pl.
- Medical on Riverview.

- Officers stopped a vehicle for a traffic violation on Southfield Rd. Subsequent investigation revealed the driver was carrying a concealed pistol without a permit and the passenger was wanted by Southfield Police. They were arrested without incident.

## **FIRE AND EMS**

- Fire Inspections.
- Prepare for our Insurance Service Office review.

## **INVESTIGATIONS**

- CFS Closed and Reviewed – 230.
- Reviewed 45 Case Reports for a disposition.
- Followed up and reviewed cases, of which 23 were closed.
- 13 Cases were assigned.
- 10 Reports Written on current cases.
- 140 Cases were reviewed during a property audit.
- 27 Current Active Investigations.
- Felony Warrant obtained for a Piracy / OWI investigation.
- Home invasion investigation on Lahser Rd.
- Search Warrant obtained for a cell phone on a Threats Investigation.
- 2 Threats Investigations at Berkshire.
- School Safety Audit at the Beverly Hills Academy.
- Violation issued for OWI investigation.
- Domestic Violence Arrest made.
- Crisis Review Birmingham Schools.
- Swore to a warrant for OWI.
- Traffic Conference.
- Closed out several ID Theft investigations.
- Trial set for Retail Fraud from 2002 - Subject Pled Guilty.
- Groves Student Walkout Security Detail.
- Sex Offender Registry Update.
- Alleged Child Abuse Complaint.
- Awaiting Trace Status on a firearm.
- Closed several Hit and Run investigations.
- Property Audit with 140 pieces of property disposed of and cases given a disposition.
- ID Theft /Fraud Investigation closed with both subjects found guilty/responsible.
- Property Room audit.

**Monthly Messenger from Commissioner Bill Dwyer**  
*Serving the Cities of Farmington, Farmington Hills, the  
Township of Southfield, and the Villages of Beverly Hills,  
Bingham Farms, Franklin*



---

**COMMUNITY:**

**Local Road Improvement Program:**

The Board of Commissioners (BOC) has authorized \$1.5 million in matching funding for the Local Road Improvement Program (LRIP) for 2018, ensuring a minimum investment of \$3 million in local roads to address the most urgent road repair needs. The Board's LRIP program provides financial assistance to Oakland County cities and villages for repairs and improvements on roadways under their jurisdiction. Local municipalities must match funding, a minimum of 50% of the cost of the project budget, from Oakland County. Communities receive a share of the available funds based upon a formula consisting of road miles, population and crash data. The program supplements the long-standing Tri-Party Road Improvement Program, which provides a 1/3 share in matching funds for repairs on local roadways under the control of the Road Commission for Oakland County. The LRIP program was initiated in 2016 by the BOC with the allocation of \$1 million annually.

The BOC will be accepting applications for projects to be included in the 2018 LRIP program. The LRIP program package was sent to local communities on March 5<sup>th</sup> and applications are due no later than April 20, 2018.

Last year, Oakland County contributed \$11,642 from the LRIP to the City of Farmington for repairing and resurfacing local roads identified in the road maintenance program, with a project budget estimated at \$3,085,000. In addition, the City of Farmington Hills received a contribution of \$100,745 from the Oakland County LRIP for the concrete and asphalt road maintenance program with a project budget estimated at \$201,490. Bingham Farms entered into a multi-year plan in 2016 for road improvements in their community.

The LRIP program is important as it benefits the residents and businesses in my district. Repairing our local roads improves the quality of life and supports economic development in our communities.

**School Drinking Water Station Program:**

The Oakland County Board of Commissioners (BOC) launched a unique and innovative initiative to replace old drinking water fountains in Oakland County schools with state of the art water bottle refilling stations. The new units to be provided to the schools via the Oakland County Drinking Water Station

Program will give students quick and easy access to drinking water, which is particularly important for young children who, according to public health officials, should be offered water regularly throughout the day. In addition to encouraging healthy hydration habits, the new drinking water stations will also help teach eco-friendly methods of water consumption, promoting both healthier kids and a healthier environment.

The program focuses on younger children and any Oakland County public or charter school with students age 12 and under are eligible to apply. Currently, twenty-nine (29) public school districts and seven (7) charter schools are participating. The new water bottle filling stations will reduce plastic water bottle waste and promote more healthy water consumption among our youngest students. The vendor will ship the units directly to the schools in early summer with installation scheduled to take place prior to the commencement of the next school year. The \$520,000 of county funding allocated by the BOC covers the purchase and delivery of the drinking water station units, but schools will be responsible for installation and any ongoing maintenance costs.

The School Drinking Water Station Program order form and participation agreement are due no later than April 20, 2018.

**AGENDA**  
**SOUTHFIELD TOWNSHIP BOARD**  
**OF TRUSTEES MEETING**  
**TOWNSHIP HALL**  
**TUESDAY, MARCH 13, 2018**  
**AT 7:30 P.M.**

1. Call to Order –Schmitt
2. Roll Call- Tischler
3. Administrative Reports
  - (A) Supervisor’s Report
  - (B) Clerk’s Report
  - (C) Treasurer’s Report
4. Public Comments on Items Not Contained on Published Agenda
5. Approval of Agenda
6. Discussion and Possible Approval of January 9, 2018 Regular Board Meeting Minutes- Schmitt
7. Public Hearing for the Fiscal Year Budget 2018/2019-Schmitt
8. Discussion and Possible Approval of Capital Fund Purchase Budget Adjustment-Tischler
9. Discussion and Possible Approval of Resolution to Transfer Funds from the 2017/18 General Fund Budget to the Capital Purchase Fund- Tischler
10. Discussion and Possible Township General Fund Budget Adjustments to Fiscal Year 2017/2018- Tischler

11. Discussion and Possible Approval of Resolution to adopt Township General/Special Appropriations Act for the Fiscal Year 2018/2019- Schmitt
12. Discussion and Possible Approval of January Expenditures- Nelson
13. Discussion and Possible Approval of February Expenditures- Nelson
14. Comments from the Audience
15. Comments from the Board

This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act), MCL 41.72a (2) (3) and the Americans With Disabilities Act (ADA).

The Southfield Township Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting or public hearing upon 5 days notice to the Southfield Township Board.

Individuals with disabilities requiring auxiliary aids or services should contact the Southfield Township Board by writing or calling Sharon Tischler, Clerk, 18550 W. 13 Mile Rd., Southfield Township, MI 48025-5262, (248) 540-3420.

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES  
MEETING HELD ON JANUARY 9, 2018**

Supervisor Schmitt called the meeting to order at 7:00 p.m. at the Township Hall.

**ROLL CALL:**

Present: Supervisor Schmitt, Clerk Tischler, Treasurer Mooney and Trustees Cook, Nelson, O'Reilly and Scarcello

Absent: None

Others Present: Sandra LaJoie, Deputy Clerk

**STUDY SESSION OF PROPOSED FISCAL YEAR 2018-2019 BUDGET:**

Schmitt suggested the Board go through the Budget, section by section, as has been done in previous years and opened the floor for discussion.

The Board discussed various items such as:

Township's Fiscal Year

General Operating Reserve- Fund Balance

School Tax collection charges

State Revenue Sharing

Life Insurance

Items that are fixed amounts-such as Assessing and Animal Control Contracts

Election equipment and training

Legal fee charges

Hospitalization for Clerk and Treasurer Departments

Supplies

New folding machine

Penalties

Postage

Actuary/Codification Expenses Line Item

Capital Purchases

Tischler mentioned the other Fund items in the Budget Session documents that were reviewed included, Fund 401- Capital Improvement Fund, Fund 403-Capital Purchases, Fund 601- Internal Service which covers unemployment costs and an anticipated transfer of \$5,000 from the General Fund to Capital Improvement Fund.

The Board discussed concerns about dipping into the General Operating Reserve.

The Board went through each section of the Budget and did not make any changes.



**Regular meeting started at 7:29 p.m.**

**Supervisor's Report**

Schmitt stated the Zoning Board of Appeals met on Wednesday, January 3, 2018 regarding a variance for a Township Only resident. Schmitt noted the variance was granted.

**Clerk's Report**

Tischler stated 93 dog licenses have been purchased compared to 95 last year and 5 cat licenses have been issued compared to 5 last year.

Tischler advised the Board that the new server will be delivered on the 17<sup>th</sup> with installation scheduled for the 24<sup>th</sup> and 25<sup>th</sup>. Cost of the server including installation is \$4,334.

Tischler mentioned the lobby, restrooms and the conference room painting and wallpaper installation is complete except for the exterior, since the weather will not permit painting at this time. The exterior painting project as well as the floor tile cleaning is scheduled for the spring.

Tischler stated MML our liability and property pool insurer has added Cyber and Crime coverage upgrades to our coverage at no cost and became effective September 1<sup>st</sup>, 2017.

Cyber-attacks including ransomware and hacking  
Crime Coverage expanded to address social engineering fraud  
Impersonation fraud via computer  
Wire Transfer fraud via fraudulent instructions

Tischler noted 22 precinct workers attended the new equipment open house with responses very positive. Additional days will be scheduled in the spring for those workers who were unable to attend at this time.

Tischler mentioned the office will be closed on Monday, January 15<sup>th</sup> for Martin Luther King Jr. Day.

**Treasurer's Report**

Mooney noted December was a busy month with the changes in the tax law. The phones were busy with residents inquiring if they could pre-pay 2018 taxes. To date, 98% of the summer taxes have been paid and just over 68% of the winter taxes.

**PUBLIC COMMENTS ON ITEMS NOT CONTAINED ON THE PUBLISHED AGENDA:**

No one wished to be heard.

**APPROVAL OF AGENDA:**

**Motion** by Scarcello, supported by Cook, the agenda be approved as presented.

**Motion** carried unanimously.

**APPROVAL OF DECEMBER 12, 2017 REGULAR MEETING MINUTES:**

Cook noted on page 1 under Supervisor's report, third paragraph down, first sentence after "so" strike "choses" and insert "chooses". Cook added on page 2, under "Treasurer's Report" second paragraph down, after "are" strike "slowing" and insert "slowly".

**Motion** by Mooney, supported by Nelson, the December 12, 2017 minutes be approved as amended.

**Motion** carried unanimously.

**DISCUSSION AND POSSIBLE APPROVAL OF DECEMBER EXPENDITURES:**

**Motion** by Nelson, supported by O'Reilly, to approve the December expenditures as follows:

101 General Fund	\$ 55,490.98
703 Tax Fund	<u>\$ 1,574,929.08</u>
Total	\$ 1,630,420.06

Tischler answered all questions.

**Motion** carried unanimously.

**COMMENTS FROM THE AUDIENCE:**

No one wished to be heard.

**COMMENTS FROM THE BOARD:**

Nelson noted MTA sent out a form on salaries and inquired if someone from administration would be filling out the form.

Mooney commented the results are extremely difficult to find on the website.

Mooney mentioned she would follow up and report to the Board.

Cook noted everyone stay warm and try to survive the winter.

Tischler mentioned Michigan Township Association Oakland County Chapter is having an Annual winter luncheon/meeting on Thursday, January 25th from 11:30 a.m. - 1:30 p.m. at Deer Lake Athletic Club in Clarkston. Anyone interested in attending needs to let the office know.

Tischler added those board members that are traveling this winter, enjoy and bring the nice weather back to Michigan.

Schmitt reminded the Board that there is no meeting scheduled for February.

Mooney wished everyone a Happy Valentine's Day.

O'Reilly commended the administration for the painting and wallpapering.

Scarcello mentioned he would see everyone in April.

Schmitt adjourned the meeting at 7:40 p.m.

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Phillip Schmitt, Supervisor

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Sharon Tischler, Clerk

These minutes are not official. The Board of Trustees has not formally approved them.

**PARKS & RECREATION BOARD MEETING MINUTES – FEBRUARY 22, 2018 – PAGE 1**

Present: Vice-Chair Ruprich; Members: Borgon, Goodrich, and Kondak

Absent: Chairperson Hausman; Members: Davis and Schmitt

Also Present: Village Clerk, Marshall

Vice-Chair Ruprich called the regular meeting of the Parks and Recreation Board to order at 6:00 p.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

**APPROVE MINUTES OF A JOINT COUNCIL PARKS & RECREATION BOARD MEETING HELD JANUARY 18, 2018**

Motion by Kondak, second by Borgon, that the minutes of a joint Council Parks and Recreation Board meeting held on January 18, 2018 be approved.

Motion passed.

**PUBLIC COMMENTS**

None.

**REVIEW AND CONSIDER REQUEST FROM THE BEVERLY HILLS ATHLETIC CLUB FOR THE USE OF BEVERLY PARK TENNIS COURTS DURING THE 2018 SEASON**

The Beverly Hills Athletic Club has submitted a request to reserve exclusive use of both tennis courts at Beverly Park for 23 days during the months of June and July this summer. Last year they were issued a permit for exclusive use of one court for 22 days. This year's request is as follows:

9:00 am to 3:00 pm – June 18, 19, 20, 25, 26, and 27 and  
July 2, 3, 5, 9, 10, 11, 16, 17, 18, 23, 24, and 25

1:00 pm to 3:00 pm - June 21, 28 and July 12 and 19

Motion by Borgon, second by Kondak, that the Parks & Recreation Board recommend Council authorize the Park Superintendent to grant exclusive use of one (or both) tennis courts on a limited basis to the Beverly Hills Athletic Club at the discretion of Village Administration.

Motion passed.

**DISCUSSION OF BEVERLY HILLS COMMUNITY RECREATION PLAN**

Overall the Board was pleased with the draft of the Recreation Plan. Minor changes were suggested in the follow Sections; Administration Structure, Recreational Inventory, and Action Program. Marshall will update the changes in the draft and it will be submitted at the March 15 meeting.

**LIAISON COMMENTS**

Mueller provided the Board with a list of directives set forth by Council. These directives include; develop an inventory of maintenance which to be performed by the Park Rangers and volunteers

this summer, drafting park millage language to be placed on the November 2018 ballot, and develop a plan for pocket parks on the east and west side of the Village as well as the rehabilitation of Riverside Park. The suggestion is to start with the pocket park located at Greenfield and Beverly.

**ADMINISTRATION COMMENTS**

Marshall met with Jake Vaughn from Goddard Coatings who suggested the Village repair and repaint the tennis courts. In addition, it is suggested the current net posts be removed and replaced with removable cap posts. He will also provide a quote to repaint the basketball courts.

**BOARD COMMENTS**

Borgon left at 6:42 p.m.

Goodrich reported the Winter Family Fun Day was a success. In planning for next year, more coffee and hot cocoa is needed as well as better signage on the warming bus.

The meeting was adjourned at 6:54 p.m.

THESE MINUTES ARE NOT OFFICIAL. THEY HAVE NOT BEEN APPROVED BY THE PARKS & RECREATION BOARD.

Present: Chairperson Ostrowski; Members: Borowski, Copeland, Drummond, Grinnan, Ruprich, and Stempien

Absent: Vice-Chairperson Westerlund; Member: Wilensky

Also Present: Planning and Zoning Administrator, Saur  
Planning Consultant, Borden

Chairperson Ostrowski called the regular Planning Commission meeting to order at 7:30 p.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

**AMENDMENTS TO AGENDA/APPROVE AGENDA**

Motion by Borowski, second by Grinnan, to approve the agenda as published.

Motion passed.

**REVIEW AND CONSIDER APPROVAL OF REGULAR PLANNING COMMISSION MINUTES OF MEETING HELD JANUARY 24, 2018**

Motion by Drummond, second by Grinnan, to approve the minutes of the regular Planning Commission meeting held January 24, 2018 as submitted.

Motion passed.

**PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

None.

**DISCUSSION ON DIRECTIVES FROM COUNCIL MEETING HELD 02-20-2018**

At the Village of Beverly Hills Council meeting held February 20, 2018, the Council voted on directives for the Planning Commission to establish subcommittees on several topics and report back to the Council on their findings.

The Commission agreed the subcommittees would report on their findings at a Planning Commission meeting prior to the submission of their report to Council.

The Commission agreed that each subcommittee was responsible for their own meeting dates and times which are not subject to requirements of the Open Meetings Act. Updates would be reported on monthly to the Commission as a whole.

Prior to the Council and Planning Commission joint meeting, Council gave the directive to form a fence ordinance subcommittee. Drummond and Stempien volunteered to serve on that subcommittee.

**Establish sub-committee to review backyard chickens**

Grinnan and Copeland volunteered to serve on this subcommittee.

Stempien arrived at 7:37 pm.

**Establish sub-committee to review lot coverage**

Westerlund and Stempien volunteered to be on this committee.

**Establish sub-committee to review zoning compliance permits**

Borowski and Ruprich volunteered to be on this committee.

**Establish sub-committee to review recreational marijuana**

Copeland and Wilensky (via email prior to meeting) volunteered to be on this committee.

**Planning Commission ByLaws**

The Commission agreed to work on establishing bylaws as a whole with the assistance of Saur and Borden.

The Commission believes that a Planned Unit Development (PUD) ordinance is imperative to future Village development.

The Commission requested Borden draft a proposal to modernize the zoning map in color and GIS format for consideration and presentation to Council.

**PUBLIC COMMENTS**

None.

**LIAISON COMMENTS**

None.

**ADMINISTRATION COMMENTS**

Saur updated the Commission that one bid was received for the Southfield Corridor real estate proforma, the bid was submitted by CORE Partners. The multi-tenant sign for the strip on Southfield Road that was previously tabled will come before the Commission at a future meeting. Updated plans have been submitted by BP Gas station and are being reviewed by administration for compliance with conditions established by the Planning Commission.

**COMMISSIONERS COMMENTS**

None.

Motion by Borowski, second by Stempien, to adjourn the meeting at 8:27 p.m.

Motion passed.

**George Ostrowski**  
**Planning Commission Chairperson**

**Ellen E. Marshall**  
**Village Clerk**

**Elizabeth M. Lyons**  
**Recording Secretary**

THESE MINUTES ARE NOT OFFICIAL. THEY HAVE NOT BEEN APPROVED BY THE PLANNING COMMISSION.