

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 July 3, 2018.
2. Review and file [bills](#) recapped as of Monday, July 9, 2018.
3. Review and consider resolution appointing [delegates](#) to the Michigan Employees' Retirement System Annual meeting.

Business Agenda

1. Review and consider [funding](#) request and contract from Birmingham Youth Assistance for FY 2018/19 in the amount of \$11,000.00.
2. Announcement of [vacancy](#) on the Birmingham Area Cable Board.
3. Report from the Planning Commission [Subcommittee](#) regarding zoning permits, i.e. sheds, mechanical units.
4. Receive and file Municipal Employees' Retirement System (MERS) [Actuarial](#) Report dated 12-31-17.
5. Review and consider awarding [contract](#) for 2018 Concrete Road Repair Program.

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: Abboud, Delaney, Nunez, and Oen

Absent: Member: Mueller

Also Present: Village Manager, Wilson
Village Attorney, Ryan
Village Clerk, Marshall

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.

AMENDMENTS TO AGENDA/APPROVE AGENDA

Motion by Oen, second by Peddie, to amend the agenda moving item 1. Review and consider approving minutes of a regular Council meeting held June 19, 2018 from the Consent Agenda to item 5 on the Business Agenda.

Motion passed.

Motion by Oen, second by Nunez, to approve the agenda as amended.

Motion passed.

Abboud arrived at 7:31 p.m.

COMMUNITY ANNOUNCEMENTS

None.

PUBLIC COMMENTS

None.

CONSENT AGENDA

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

1. Review and file bills recapped as of Monday, June 25, 2018.
2. Review and consider resolution proclaiming July as National Recreation and Parks month.
3. Review and consider waiving sales restrictions at Beverly Park for Movie in the Park.

Roll Call Vote:

Motion passed (6-0)

BUSINESS AGENDA

REVIEW AND CONSIDER REQUEST FROM CUB SCOUT PACK 1024 TO HOLD OVERNIGHT CAMP-OUT AT BEVERLY PARK

Greg MacKenzie, Cub Master and Matt Finnerty, Committee Chairman from Beverly Elementary School Cub Scout Pack 1024 have requested to hold an overnight camp-out in Beverly Park on Saturday, September 29th from 3:00 pm to Sunday, September 30th at 10:00 am.

Cub Master, Greg MacKenzie, explained at the June 21, 2018 Parks & Recreation Board meeting that pack leaders think an overnight camp-out at Beverly Park would offer young scouts the opportunity to experience camping away from home without traveling a long distance.

They anticipate 15-20 1st through 5th graders would participate and each scout would camp with a parent using their own tents and sleeping bags. Parks & Rec Board members agreed that tents may be set up west of the sled hill at the south end of the park and the men's restroom would be unlocked overnight for their use. Further the scouts will use the fireplace in the pavilion to cook dinner, an evening snack, and breakfast. All meals will be served and eaten in the pavilion. No other fires will be allowed outside of the fireplace.

Cub Scout Pack 1024 will provide a certificate of insurance naming the Village of Beverly Hills as an additional insured under its certificate of liability for this event upon Council's approval. The Parks & Recreation Board unanimously agreed to refer this to the Village Council for consideration.

Bruce Cobb, Beverly Road, advised the scouts to be prepared for the mosquitos.

Motion by Oen, second by Peddie, that the Beverly Hills Village Council approves the request of Cub Scout Pack 1024 from Beverly School to hold an overnight camp-out at Beverly Park on Saturday, September 29, 2018 from 3:00 pm to Sunday, September 30, 2018 at 10:00 am. A Certificate of Insurance will be required naming the Village of Beverly Hills as an additional insured.

Motion passed.

REVIEW AND CONSIDER FIVE YEAR METRO ACT RIGHT-OF-WAY PERMIT EXTENSION FROM AT&T

Council was provided with the letter of agreement extending the existing METRO Act Permit issued by the Village of Beverly Hills to Michigan Bell Telephone Company d/b/a/ AT&T Michigan. This permit was renewed in 2013 and expires December 31, 2018.

The METRO Act regulates the use of rights-of-way for cities, villages and townships in the State of Michigan to facilitate telecommunications expansion. AT&T currently has lines and equipment in the Village of Beverly Hills and requests to renew its permit for a five year period to expire December 31, 2023. The Village receives statutory remuneration every six months from the State of Michigan for the use of its rights-of-way.

Motion by Delaney, second by Oen, that the Village of Beverly Hills Council approve the METRO Act Permit Extension Application filed by Michigan Bell Telephone Company d/b/a/ AT&T Michigan and authorizes the Village Manager to sign the permit.

Roll call vote:

Motion passed (6-0).

REVIEW AND CONSIDER APPROVING A NEW CLASS C LICENSE FOR 13255 SOUTHFIELD ROAD

The Village is in receipt of an application to the Michigan Liquor Control Commission for a Class C liquor license in care of 2 BLU L.L.C. The applicant is Steve Campbell. The Village has also met with Bruce Cobb, a partner in 2 BLU L.L.C. The intent of the liquor license will be to sell alcohol in a new sushi restaurant planned for the former Beverly Hills Hair Club location on Southfield Rd. The applicants are pursuing a Class C license under the Village's quota with the State of Michigan. Additional licenses are still available.

2 BLU L.L.C. has submitted a site plan to the Village for the planned renovations for the space at the address referenced above. The Village's Planning and Zoning Administrator has reviewed the site plan and finds it to be compliant. As it is an internal renovation of existing space the site plan does not need to be reviewed by the Planning Commission. Per the submitted site plan, the proposed establishment will have seating for up to 40 people. Hours of operation are proposed to be 11AM to 11PM Monday thru Sunday. The focus will be on takeout business with an option for customers to dine in.

Per the square footage (948 sq. ft.) of the site plan, the applicant will require approximately twelve spaces (11.85). The property has adequate parking on the parcel. Functionally, however, this property does often have congested parking in the lot immediately in front of this and the adjacent businesses. There is a significant number of parking spots to the immediate north of the plaza that satisfies the overall parking requirements for this plaza. Applicant will be advised to have employees utilize parking on the north end of the property and to work out parking in the lot adjacent to Southfield Rd. with the landlord and neighboring businesses.

The applicant has provided evidence of a lease for the address submitted on the application. The Michigan Liquor Control Commission requires a resolution of local government approval as part of the process of approving this type of license. The applicant(s) will also be required to pass a criminal background check by the State of Michigan and the Village of Beverly Hills prior to granting the license request. Village Administration has reviewed the site plan submitted, lease agreement and hours of operation as submitted by the applicant and has no objection to the approval of this license request.

Bruce Cobb spoke, as a longtime resident and Groves Football Coach, he looks forward to opening a business in the Village, and believes it is important to invest in local development.

Delaney confirmed that the restaurant would occupy the same footprint as the previous business, making only changes in the interior layout and design. He expressed concern that the business's single restroom and useable space would not support the estimated 40 people maximum.

Wilson explained that upon completion, the building will require inspection by the Fire Marshal, and the maximum capacity number would be established by the Fire Marshal at that time.

Motion by Oen, second by Peddie, be it resolved that the application from 2 BLU L.L.C. for a Class C License at 31255 Southfield Road, Suite A be recommended for approval by the Michigan Liquor Control Commission.

Roll call vote:

Mooney - yes

Nunez - yes

Oen - yes

Peddie - yes

Abboud - yes

Delaney - no

Motion passed (6-1)

ANNOUNCEMENT OF A VACANCY ON THE BIRMINGHAM AREA CABLE BOARD

A vacancy exists on the Birmingham Area Cable Board with a term expiration date of June 30, 2020. The Cable Board meets at 7:45 a.m. on the third Wednesday of each month in the Village Council Chamber. They advise the Village Council as to all matters related to Cable Television. The Board monitors performance of the franchisee and compliance with the franchise agreement and acts as liaison between residents and the franchisee.

Applications will be accepted until the vacancy is filled.

Mooney expressed his concern about the challenges with live broadcasts.

Delaney assured him the necessary parts have been ordered, and repairs have been scheduled.

REVIEW AND CONSIDER APPROVING MINUTES OF A REGULAR COUNCIL MEETING HELD JUNE 19, 2018

Per email submission, Muller requested the following amendments:

“PRESENTATION FROM SUB-COMMITTEE REGARDING BACKYARD CHICKENS

Mueller reviewed the history of the backyard chicken initiative which included a request to Council to consider an ordinance revision to allow for backyard chickens (Feb 14, 2017), a follow up request to Council with signed resident petition (May 2, 2017) - 98 Beverly Hills resident signatures, and a subcommittee initiated at Joint Planning Commission/Council meeting (Feb 14, 2018). He explained that 11 surrounding communities, and over **35 additional** communities across the United States ~~that~~ allow back yard chickens **were contacted**. Each of these communities have ordinances that regulate number of chickens, lot size allowances, enclosures, roosters, slaughtering, and sales. These communities report low numbers of homes that have backyard chickens and **none reported (delete very few if)** any complaints related to ~~hen~~ chickens or ordinance violations **over the 2-8 year period that hen chickens have been allowed in those communities.**

Mooney submitted emails received regarding backyard chickens; Cindy **Brody**...”

Motion by Oen, second by Abboud, that the Village of Beverly Hills Council approve the minutes of a regular Council meeting held June 19, 2018 as amended above.

Motion passed.

PUBLIC COMMENTS

Brendan Losinski, staff writer at C&G Newspaper, will be drafting an article regarding the upcoming ballot proposal changing remuneration for Village Council members from \$10 per meeting to \$100 per meeting. He is in attendance to allow each member an opportunity to comment.

MANAGER’S REPORT

Offices Closed – Village offices will be closed on Wednesday, July 4th in observance of Independence Day. Trash collection will not be interrupted the week of July 1-5.

Birmingham Country Club Fireworks – Birmingham Country Club has notified the Village that they will be having a fireworks display this year on Tuesday, July 3rd at approximately 10:00 PM that will last for 15-20 minutes. BCC sent notices to all the residences adjoining their property in the Village as well as Birmingham and Bloomfield Township.

Fireworks Regulation – As a reminder, fireworks can be legally used in Michigan on the day before, day of and day after recognized holidays until midnight. For this July 4th season, fireworks could be used on the days of Tuesday, July 3rd, Wednesday, July 4th or Thursday, July 5th. Please be safe and considerate of your neighbors in the use of fireworks.

Water Testing – The Village is concluding our water testing for lead and copper as has been required by the Department of Environmental Quality. We will be submitting approximately 145 tests of homes in the Village. All samples have been collected and sent to the lab. We are awaiting test results for around 40 samples as of the writing of this report. Of the more than 100 test results from residences in the Village received to date, none have exceeded the action level of 15 parts per billion (ppb) for lead. A significant majority of tests revealed levels of less than 1ppb for lead, the lowest level that our lab can detect. In addition, there have been no test results that have exceeded the action level of 1300 ppb for copper. Residents are being notified of their test results via mail. The Village has far exceeded the minimum requirement of additional testing of 60 homes.

The Village Public Safety Department recently underwent their ISO Rating evaluation. The ratings rate on a scale of 1-10, with a lower number being a more favorable rating. Previously the Village was rated at 5, the new rating is 3.

COUNCIL COMMENTS

Abboud thanked all the applicants who submitted for the Boards and Commissions, and congratulated the renewed and newly appointed members.

Oen wished everyone a Happy 4th of July, and reminded them to be safe and respectful.

Mooney recognized resident Marie Nash, who recently passed away. Nash was a member of the Village Garden Club for many years, and spent many years on the Parks and Recreation Board working to improve and beautify Beverly Park. She has always worked to maintain the beauty and aesthetics of Beverly Hills.

Motion by Oen, second by Abboud, to adjourn the meeting at 8:23 p.m.

Motion passed.

John 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 6/25/2018 THROUGH 7/9/2018.

ACCOUNT TOTALS:

101	GENERAL FUND	\$29,702.93
202	MAJOR ROAD FUND	\$15,542.66
203	LOCAL STREET FUND	\$18,464.06
205	PUBLIC SAFETY DEPARTMENT FUND	\$53,769.76
401	CAPITAL PROJECTS FUND	\$13,800.00
592	WATER & SEWER FUND	\$5,204.85
701	TRUST & AGENCY FUND	\$5,176.94
	TOTAL	<u>\$141,661.20</u>
	MANUAL CHECKS- COMERICA	\$377.72
	MANUAL CHECKS- INDEPENDENT	\$328.09
	ACCOUNTS PAYABLE	<u>\$141,661.20</u>
	GRAND TOTAL	<u>\$142,367.01</u>

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
Bank COM COMERICA						
07/09/2018	COM	78563	32933	CHAD TRUSSLER	CHAD TRUSSLER	175.00
07/09/2018	COM	78564	59347	CINTAS CORPORATION #31	CINTAS CORPORATION #31	45.80
07/09/2018	COM	78565	51439	COMCAST	COMCAST	39.55
07/09/2018	COM	78566	04500	COMEAU EQUIPMENT CO INC.	COMEAU EQUIPMENT CO INC.	26,952.37
07/09/2018	COM	78567	50826	CONSUMERS ENERGY	CONSUMERS ENERGY	306.28
07/09/2018	COM	78568	59002	CREATIVE BRICK & CONCRET	CREATIVE BRICK & CONCRET	464.69
07/09/2018	COM	78569	50097	CYNERGY PRODUCTS	CYNERGY PRODUCTS	269.50
07/09/2018	COM	78570	58934	DOYLE CLELAND	DOYLE CLELAND	175.00
07/09/2018	COM	78571	59508	EDWARD KRONK	EDWARD KRONK	200.00
07/09/2018	COM	78572	58833	ELIZABETH SYLVESTER	ELIZABETH SYLVESTER	100.00
07/09/2018	COM	78573	30685	ERIC KOENIG	ERIC KOENIG	1,050.00
07/09/2018	COM	78574	59809	ERICA PRIME	ERICA PRIME	300.00
07/09/2018	COM	78575	59813	FIRE DEFENSE EQUIPMENT C	FIRE DEFENSE EQUIPMENT C	413.25
07/09/2018	COM	78576	51568	FOUNDATION SYSTEMS OF MI	FOUNDATION SYSTEMS OF MI	700.00
07/09/2018	COM	78577	51315	GODDARD COATINGS	GODDARD COATINGS	19,750.00
07/09/2018	COM	78578	51083	GRAINGER	GRAINGER	304.14
07/09/2018	COM	78579	53489	GREAT AMERICA FINANCIAL	GREAT AMERICA FINANCIAL	600.00
07/09/2018	COM	78581	25550	48TH DISTRICT COURT	48TH DISTRICT COURT	312.00
07/09/2018	COM	78582	58787	ABEL ELECTRONICS	ABEL ELECTRONICS	125.00
07/09/2018	COM	78583	59474	ANDREW BORING	ANDREW BORING	175.00
07/09/2018	COM	78584	32671	ANDREW VAN HORN	ANDREW VAN HORN	175.00
07/09/2018	COM	78585	53284	APPLIED IMAGING	APPLIED IMAGING	31.36
07/09/2018	COM	78586	51409	BEVERLY HILLS ACE	BEVERLY HILLS ACE	53.45
07/09/2018	COM	78587	52071	BLUE CROSS BLUE SHIELD	BLUE CROSS BLUE SHIELD	41,000.49
07/09/2018	COM	78588	49980	C&G PUBLISHING	C&G PUBLISHING	66.00
07/09/2018	COM	78589	59723	CALCULUS FOUNDATION SYST	CALCULUS FOUNDATION SYST	400.00
07/09/2018	COM	78590	59613	GREGORY MACKENZIE	GREGORY MACKENZIE	100.00
07/09/2018	COM	78591	49646	GUNNERS METERS & PARTS I	GUNNERS METERS & PARTS I	130.00
07/09/2018	COM	78592	59327	HANSONS WINDOWS	HANSONS WINDOWS	200.00
07/09/2018	COM	78593	31202	HOME DEPOT CREDIT SERVIC	HOME DEPOT CREDIT SERVIC	322.14
07/09/2018	COM	78594	32578	HOWARD SHOCK	HOWARD SHOCK	350.13
07/09/2018	COM	78595	08500	HUBBELL ROTH & CLARK INC	HUBBELL ROTH & CLARK INC	14,660.59
07/09/2018	COM	78596	58950	HYDROCORP	HYDROCORP	284.00
07/09/2018	COM	78597	39070	J.H. HART URBAN FORESTRY	J.H. HART URBAN FORESTRY	2,839.75
07/09/2018	COM	78598	59211	JAMES BALAGNA	JAMES BALAGNA	175.00
07/09/2018	COM	78599	59423	JAMES HEALY	JAMES HEALY	450.00
07/09/2018	COM	78600	59158	JASON'S OUTDOOR SERVICES	JASON'S OUTDOOR SERVICES	665.00
07/09/2018	COM	78601	33083	JAX KAR WASH	JAX KAR WASH	539.28
07/09/2018	COM	78602	58770	JEFFREY MOORE	JEFFREY MOORE	175.00
07/09/2018	COM	78603	59806	JESSICA GARRETT	JESSICA GARRETT	200.00
07/09/2018	COM	78604	59807	JODY MESSINGER	JODY MESSINGER	100.00
07/09/2018	COM	78605	30521	JOHN MILLIRON	JOHN MILLIRON	1,050.00
07/09/2018	COM	78606	59582	JOHNSON THERMOL-TEMP INC	JOHNSON THERMOL-TEMP INC	2,147.58
07/09/2018	COM	78607	58935	JON-PAUL KRAFT-GOLTZ	JON-PAUL KRAFT-GOLTZ	175.00
07/09/2018	COM	78608	59801	JOSHUA BRICKA	JOSHUA BRICKA	300.00
07/09/2018	COM	78609	59800	KATHELEEN WESTERLUND	KATHELEEN WESTERLUND	200.00
07/09/2018	COM	78610	53580	KEVIN KOWALIK	KEVIN KOWALIK	275.00
07/09/2018	COM	78611	52119	KROLL CONSTRUCTION	KROLL CONSTRUCTION	200.00
07/09/2018	COM	78612	59812	KYLE KRAFT	KYLE KRAFT	175.00
07/09/2018	COM	78613	34130	LAWRENCE ALLEN	LAWRENCE ALLEN	175.00
07/09/2018	COM	78614	49968	LEE DAVIS	LEE DAVIS	175.00
07/09/2018	COM	78615	59808	LISA WATSON	LISA WATSON	100.00
07/09/2018	COM	78616	51350	LOU'S TRANSPORT INC.	LOU'S TRANSPORT INC.	443.14
07/09/2018	COM	78617	49491	MAINS LANDSCAPE SUPPLY	MAINS LANDSCAPE SUPPLY	736.89
07/09/2018	COM	78618	53426	MATTHEW FINNERTY	MATTHEW FINNERTY	200.00
07/09/2018	COM	78619	39076	MATTHEW MALCOLM	MATTHEW MALCOLM	175.00
07/09/2018	COM	78620	59810	MELANIE TAPPEN	MELANIE TAPPEN	100.00
07/09/2018	COM	78621	59798	MICHAEL MAIMAN	MICHAEL MAIMAN	209.00
07/09/2018	COM	78622	31794	MICHAEL MILES	MICHAEL MILES	1,050.00
07/09/2018	COM	78623	59799	MICHAEL MINEWISER	MICHAEL MINEWISER	100.00
07/09/2018	COM	78624	59678	MITCHEL WATSON	MITCHEL WATSON	175.00
07/09/2018	COM	78625	58862	MYRNA HITCHMAN	MYRNA HITCHMAN	300.00
07/09/2018	COM	78626	59473	NICHOLAS STEWART	NICHOLAS STEWART	175.00
07/09/2018	COM	78627	51799	NYE UNIFORM EAST	NYE UNIFORM EAST	35.92
07/09/2018	COM	78628	50830	OAKLAND COUNTY TREASURER	OAKLAND COUNTY TREASURER	5,049.75
07/09/2018	COM	78629	53279	PACIFIC TELEMAGEMENT	PACIFIC TELEMAGEMENT	78.00
07/09/2018	COM	78630	59622	PARAGON LABORATORIES	PARAGON LABORATORIES	2,350.00
07/09/2018	COM	78631	32923	PAUL CHICKENSKY	PAUL CHICKENSKY	175.00
07/09/2018	COM	78632	59804	PAUL PATEK	PAUL PATEK	100.00
07/09/2018	COM	78633	50502	PITNEY BOWES CREDIT CORE	PITNEY BOWES CREDIT CORE	180.00
07/09/2018	COM	78634	59122	RAPID RESPONSE	RAPID RESPONSE	64.99
07/09/2018	COM	78635	31683	ROBERT FISHER	ROBERT FISHER	175.00
07/09/2018	COM	78636	50451	ROBERT GINTHER	ROBERT GINTHER	175.00
07/09/2018	COM	78637	59488	ROBERT SWOR	ROBERT SWOR	100.00
07/09/2018	COM	78638	59212	RON BALLER	RON BALLER	275.00
07/09/2018	COM	78639	59811	SARAH BERTOLINI	SARAH BERTOLINI	100.00
07/09/2018	COM	78640	59805	SHIRLEY WIGMAN	SHIRLEY WIGMAN	100.00
07/09/2018	COM	78641	51356	SOUTHFIELD MUFFLER & BR	SOUTHFIELD MUFFLER & BR	262.55

07/05/2018 09:25 AM
User: KARRIE
DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS
CHECK DATE FROM 07/09/2018 - 07/09/2018

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Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
07/09/2018	COM	78642	38875	SUBURBAN CALCIUM CHLORIDE	SUBURBAN CALCIUM CHLORIDE	1,500.00
07/09/2018	COM	78643	59802	SUSAN MELOCHE	SUSAN MELOCHE	350.00
07/09/2018	COM	78644	59754	TANNER LAWSON	TANNER LAWSON	175.00
07/09/2018	COM	78645	58689	THOMAS DANIELSON	THOMAS DANIELSON	175.00
07/09/2018	COM	78646	59140	TIMOTHY MATTHEW	TIMOTHY MATTHEW	175.00
07/09/2018	COM	78647	59803	UNITED STATES TREASURY	UNITED STATES TREASURY	583.08
07/09/2018	COM	78648	59401	UPS	UPS	28.03
07/09/2018	COM	78649	50767	VERIZON WIRELESS	VERIZON WIRELESS	543.31
07/09/2018	COM	78650	53564	WEX BANK	WEX BANK	4,151.39
07/09/2018	COM	78651	59677	WILLIAM BREWSTER	WILLIAM BREWSTER	175.00
07/09/2018	COM	78652	53572	WOW! BUSINESS	WOW! BUSINESS	572.80

COM TOTALS:

Total of 89 Checks:	141,661.20
Less 0 Void Checks:	0.00
Total of 89 Disbursements:	141,661.20

07/05/2018 09:26 AM
User: KARRIE
DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS

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CHECK DATE FROM 07/02/2018 - 07/09/2018

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
Bank COM COMERICA						
07/02/2018	COM	78580	38145	SOUTHFIELD POSTAL SERVIC		377.72
COM TOTALS:						
Total of 1 Checks:						377.72
Less 0 Void Checks:						0.00
Total of 1 Disbursements:						377.72

07/05/2018 09:27 AM
User: KARRIE
DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS
CHECK DATE FROM 06/28/2018 - 07/09/2018

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Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
Bank IND INDEPENDENT BANK						
06/28/2018	IND	1054	59448	PATRICIA WAINER		40.00
06/28/2018	IND	1055	14800	VILLAGE OF BEVERLY HILLS		288.09
						<hr/>
IND TOTALS:						
Total of 2 Checks:						328.09
Less 0 Void Checks:						0.00
						<hr/>
Total of 2 Disbursements:						328.09

**REVIEW AND CONSIDER RESOLUTION APPOINTING DELEGATES TO
THE MICHIGAN EMPLOYEES' RETIREMENT SYSTEM ANNUAL MEETING**

Motion by _____, second by _____, that the Village of Beverly Hills Council appoint Sheila McCarthy as the officer delegate and Chris Wilson the officer alternate representing Beverly Hills and William Brewster as the employee delegate and Robert Fisher as the alternate employee delegate to attend the Annual Meeting of the Michigan Employees' Retirement System to be held October 4- 5, 2018 in Grand Rapids, Michigan.

Roll Call Vote:

Motion passed (–).

MEMO

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

From: Ellen Marshall, Village Clerk

Re: Birmingham Youth Assistance Funding Request

Date: July 11, 2018

Background

Birmingham Youth Assistance (BYA) works to provide services and support to youths and families in the Village of Beverly Hills and the greater Birmingham School District community. These services center on preventing and reducing juvenile delinquency, child neglect and abuse through citizen, school, court and municipal involvement. BYA acts in similar fashion to a “community services” function, a service the Village of Beverly Hills does not currently staff on its own.

The following representatives from Birmingham Youth Assistance will attend the July 17th meeting, Case Worker, Cathy Womack, Past President Reuben Myers, and current Vice Chairperson, David Wind.

The Village Council approved funding in the FY 2018/19 budget for contract community action programs. Eleven thousand dollars (\$11,000) was allocated for BYA. BYA is requesting a contribution of \$11,000 to cover the funding of these important functions being provided to the community by the organization. A contract entailing the services provided is attached for Council consideration.

Suggestion Motion

Be it resolved that the Council for the Village of Beverly Hills approves the funding request of Birmingham Youth Assistance in the amount of \$11,000 for the provision of youth and family services, further that Administration is directed to sign the contract document providing for this continuing community service.

Attachment

**CONTRACT FOR COMMUNITY ACTION PROGRAM
BIRMINGHAM YOUTH ASSISTANCE**

Agreement made and entered into this 18th day of July 2018 by and between the Village of Beverly Hills, a Michigan village corporation of the County of Oakland, State of Michigan, 18500 W. 13 Mile Road, Beverly Hills, Michigan 48025 (hereinafter “the Village”) and Birmingham Youth Assistance, a Michigan nonprofit corporation, 2436 W. Lincoln, Birmingham, Michigan 48009 (hereinafter sometimes “BYA”).

WHEREAS, the Village has determined that there is a need for certain services to be provided to its residents for the prevention and reduction of juvenile delinquency, child abuse and child neglect, and

WHEREAS, the Village has determined that it is impractical at this time to directly furnish such services utilizing Village personnel and facilities, and

WHEREAS, Birmingham Youth Assistance was established in 1963 to provide such services, and continues to provide such services with the support and cooperation of the Oakland County Probate Court/Circuit Court – Family Division, the Oakland County Board of Commissioners, Oakland County Youth Assistance, Birmingham Public Schools, local units of government, and volunteer citizens, and

WHEREAS, Birmingham Youth Assistance is willing to furnish such services for the Village and the Village is willing to contribute funds for the support of such services,

NOW, THEREFORE, in consideration of the premises and the covenants contained herein, the Village and BYA agree as follows:

1. BYA agrees to furnish to the residents of the Village of Beverly Hills (as well as residents of other communities within the Birmingham Public School District) services and programs, which, by way of illustration, currently include the following:
 - a. Free short-term counseling and caseworker services for youth and their families.
 - b. Family Education
 - c. Mentors PLUS
 - d. Shoplifting Prevention
 - e. Camp Scholarships
 - f. Skill building
 - g. Youth in Service Recognition
 - h. Kids’ Dog Show
2. For such services and programs, the Village agrees to contribute the sum of \$11,000.00 to BYA for the July 1, 2018 to June 30, 2019 Fiscal Year.

3. BYA will furnish the Village, and the members of the Village's Council, with copies of its Annual Report.
4. This Agreement shall automatically renew each Fiscal Year, with the amount of the annual contract by the Village to be determined each year by the Village of Beverly Hills Council, unless either party notifies the other in writing at least sixty (60) days prior to the anniversary date that it desires to modify or terminate this Agreement.
5. This Agreement sets forth the entire understanding between the Village and BYA, and cannot be changed except by a writing signed by both the Village and BYA. This Agreement shall inure to the benefit of and shall be binding upon, the parties hereto and their respective successors and permitted assigns. BYA may not assign this Agreement without the Village's prior written consent. This Agreement shall be governed by and construed under the laws of the State of Michigan. If any provision of this Agreement is held to be invalid or unenforceable, the validity and enforceability of the remaining provisions shall not in any way be affected thereby.

Village of Beverly Hills

By: _____
Chris Wilson

Its: Village Manager _____

Birmingham Youth Assistance

By: _____

Its: _____



Birmingham Youth Assistance

2436 West Lincoln, Ste. F102

Birmingham, MI 48009

(248) 203-4300 FAX: (248) 203-4301

office@birminghamyouthassistance.org

www.birminghamyouthassistance.org

February 14, 2018

Dear Mr. Mooney, President Village of Beverly Hills

We would like to thank you for the continued support of the Council and for including Birmingham Youth Assistance (BYA) in the 2018-2019 budget process. BYA is fortunate to have the tri-sponsorship of the Circuit Court – Family Division, the Birmingham Public School District, and the support of our local municipalities that include the City of Birmingham, and the Villages of Beverly Hills, Bingham Farms, and Franklin. We have served our community for more than 50 years.

Last year the Village of Beverly Hills budgeted \$10,000 in support of BYA. This generosity is greatly appreciated.

- For fiscal year 2018-2019, BYA is requesting funding be increased to \$11,000.
- Referrals continue to flow at a steady pace from both the schools and police department.
- Of the 54 new referrals, 14 came from the Beverly Hills Police Department. However, more referrals came from families residing within the Village of Beverly Hills.
- Underlying issues associated with referrals has intensified, resulting in more time allocated by the caseworker to individual families. For example, increase in volatility in homes due to divorced parents requires separate communication, appointments and documentation for the purposes of potential custody and protective service matters that may arise.
- Additionally, the caseworker has responsibility for local children re-entering the community upon completion of formal court placement.
- The County, which funds our caseworker, continues her fulltime status due to the high level of referrals and active programming.
- The School District continues to support BYA by increasing their in-kind donations.
- Our family programs have grown and continue to be self-sustaining.
- Breakfast with Santa, Kids' Dog Show, Youth in Service, and Touch-a-Truck.
- BYA has increased fundraising efforts both within our programming and through individual events in the community such as the RedRaiser event.
- BYA also submitted grant proposals to the Oakland County Coordinating Council and The Village Club to enhance the budget to allow for increased programming for caseload families.
- Many Beverly Hills parents contacted BYA for "Information and Referrals". The BYA Caseworker was able to provide these parents with appropriate referrals for their needs.

A member of our board will be happy to meet with you to explain our needs.

Sincerely,

Richard Stasys, Treasurer

We are BYA! You are BYA!

Sponsored by:

Birmingham Board of Education * Birmingham City Commissioners * Oakland County Circuit Court-Family Division
Village of Beverly Hills * Village of Bingham Farms * Village of Franklin

Principal Funding by Oakland County Board of Commissioners

Co-Chairperson

Shelley Goodman Taub

Co-Chairperson

Jill Reichenbach Fill

Vice Chairperson

David Wind

Secretary

Christine Gannon

Treasurer

Richard Stasys

Past Chairperson

Reuben Myers

Caseworker

Cathy Womack

Members

Andrew G. Acho

Judith Adelman

Roy Bishop

Caitlin Buscemi

Det. Lee Davis

Mary Jo Dawson

Russ Facione

Jill Reichenbach Fill

Christine Gannon

Jason Gross

Ann Nazareth Manning

Reuben Myers

Dr. Daniel Nerad

Det. Mike Romanowski

Vicki Sower

Richard Stasys

Shelley Goodman Taub

David Walker

David Wind

Adrienne Young

Advisory Members

Sheriff Michael Bouchard

Jason Clinkscale

A. Randolph Judd

Susan and Dave Rogers

Rachel Rotger

BIRMINGHAM YOUTH ASSISTANCE - BUDGET PROPOSAL 2018-2019

1

	FY 16/17 PROPOSED	FY 16/17 ACTUALS	FY 17/18 PROPOSED	FY 18/19 PROPOSED
CASH REVENUES				
Community Sponsors *	\$ 33,700	\$ 30,700	\$ 35,200	\$ 32,700
Donations	\$ 6,000	\$ 4,983	\$ 5,000	\$ 5,000
Fund Raising	\$ 7,000	\$ 5,700	\$ 7,000	\$ 6,000
Grants	\$ 2,700	\$ 1,000	\$ 2,500	\$ 2,500
Registration Fees	\$ 10,000	\$ 6,090	\$ 9,500	\$ 7,000
Miscellaneous	\$ 500	\$ 48	\$ 500	\$ 200
TOTAL CASH REVENUES	\$ 59,900	\$ 48,521	\$ 59,700	\$ 53,400
OPERATING EXPENSES				
Bank Charges	\$ 50	\$ -	\$ 30	\$ 60
Copier	\$ 500	\$ 136	\$ 300	\$ 200
Dues	\$ 300	\$ 300	\$ 300	\$ 300
Fees/Professional Organization costs	\$ 600	\$ 164	\$ 600	\$ 300
Insurance	\$ 800	\$ 780	\$ 800	\$ 800
Miscellaneous	\$ 800	\$ 712	\$ 500	\$ 600
Payroll taxes	\$ 5,800	\$ 3,360	\$ 5,800	\$ 5,800
wages	\$ 17,000	\$ 14,268	\$ 17,000	\$ 17,000
Workers comp Ins	\$ 800	\$ 747	\$ 800	\$ 750
Postage	\$ 800	\$ 106	\$ 500	\$ 300
Printing	\$ 500	\$ 22	\$ 500	\$ 500
Contractual	\$ 1,600	\$ 1,863	\$ 1,500	\$ 1,800
Subscriptions	\$ 300	\$ 280	\$ 300	\$ 40
Supplies	\$ 1,300	\$ 1,169	\$ 1,500	\$ 1,200
Website	\$ 600	\$ 146	\$ 400	\$ 500
TOTAL OPERATING EXPENSE	\$ 31,750	\$ 24,053	\$ 30,830	\$ 30,150
PROGRAM EXPENSES				
Annual Report	\$ 600	\$ 143	\$ 600	\$ 200
Camp	\$ 8,000	\$ 8,163	\$ 9,000	\$ 9,000
Enrichment	\$ 4,000	\$ 2,000	\$ 4,000	\$ 1,000
Family Education	\$ 3,000	\$ 2,500	\$ 3,000	\$ 3,000
Farmer's Market	\$ 300	\$ 115	\$ 420	\$ 400
Fund Raising	\$ 2,000	\$ -	\$ 2,000	\$ 500
Mentor's PLUS	\$ 100	\$ -	\$ 100	\$ 100
Public Relations	\$ 2,000	\$ -	\$ 1,600	\$ 1,000
Scholarships	\$ 500	\$ 500	\$ 500	\$ 500
Shoplifting Program	\$ 200	\$ -	\$ 200	\$ 100
Annual Meeting	\$ 300	\$ 330	\$ 300	\$ 350
Youth in Service	\$ 3,800	\$ 3,011	\$ 3,800	\$ 3,000
BWS	\$ 2,150	\$ 1,311	\$ 2,150	\$ 2,000
Dog Show	\$ 600	\$ 1,549	\$ 600	\$ 1,500
Touch a Truck	\$ 600	\$ 682	\$ 600	\$ 600
TOTAL PROGRAM EXPENSE	\$ 28,150	\$ 20,304	\$ 28,870	\$ 23,250
TOTAL EXPENSES	\$ 59,900	\$ 44,357	\$ 59,700	\$ 53,400
SURPLUS (DEFICIT)	\$ -	\$ 4,164	\$ -	

	FY 16/17 PROPOSED	FY 16/17 ACTUALS	FY 17/18 PROPOSED	FY 18/19 PROPOSED
REVENUES INKIND*				
Birmingham Schools	\$ 25,000	\$ 25,415	\$ 25,750	\$ 26,000
Oakland County	\$ 121,820	\$ 121,820	\$ 125,475	\$ 125,475
Operations In kind	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Program In kind	\$ 15,000	\$ 15,000	\$ 16,000	\$ 16,000
TOTAL REVENUE INKIND	\$ 163,820	\$ 164,235	\$ 169,225	\$ 169,475
COMMUNITY SPONSORS				
City of Birmingham	\$ 21,000	\$ 18,000	\$ 21,000	\$ 18,000
Village of Beverly Hills	\$ 9,000	\$ 9,000	\$ 10,000	\$ 11,000
Village of Bingham Farms	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200
Village of Franklin	\$ 2,500	\$ 2,500	\$ 3,000	\$ 2,500
TOTAL SPONSORS	\$ 33,700	\$ 30,700	\$ 35,200	\$ 32,700

*The above figures are based upon actual values that are provided by the individual organization sponsors

**BIRMINGHAM YOUTH ASSISTANCE COMMITTEE
BUDGET PROPOSAL NARRATIVE
FY 2018 - 2019**

Cash Revenues

Sponsors: City of Birmingham – The City of Birmingham’s contribution for FY 2017/2018 was \$18,000. Birmingham Youth Assistance is requesting the same amount, \$18,000, for FY 2018/2019.

Village of Beverly Hills – The Village of Beverly Hills’ contribution for FY 2017/2018 was \$10,000. Birmingham Youth Assistance is requesting \$11,000 for FY 2018/2019.

Village of Bingham Farms – The Village of Bingham Farms’ contribution for FY 2017/2018 was \$1,200. Birmingham Youth Assistance is requesting \$1,200 for FY 2018/2019.

Village of Franklin – The Village of Franklin’s contribution for FY 2017/2018 was \$2,500 of CDBG funding left from previous years. Birmingham Youth Assistance is requesting \$2,500 of CDBG funds for FY 2018/2019.

Other: Donations – Donations are acquired through an annual fund solicitation letter, and contributions from faith-based organizations, schools and parent groups, among others.

Fund Raising – Birmingham Youth Assistance Committee conducts events (Redraisers) at Birmingham restaurants which raise monies to support our programs.

Grants – BYA anticipates seeking grants in FY 2018/2019 to help offset costs for Family Education, Camp Program, and Enrichment Program expenses.

Registration Fees – To offset program costs, fees are requested for some of the parenting classes and activities. Registration fees are also collected for Breakfast with Santa, the Kids’ Dog Show, Touch-a-Truck, the Youth in Service Recognition Event, and summer camp.

Miscellaneous Income – Miscellaneous income includes bank adjustments, public relations, worker’s compensation insurance refund, and memorial tributes.

Cash Expenses

Operation: Bank Charges – Fees assessed to maintain bank accounts.

Copier – This line item covers insurance and per copy costs for the agency owned photocopier.

Dues – This line item covers costs to maintain membership in organizations supportive of Birmingham Youth Assistance goals and objectives.

Fees – Registration costs for State of Michigan Non-Profit fee, Constant Contact Annual Fee, professional training and/or conferences.

Insurance – Premiums assessed by Oakland County to cover volunteer liability and non-owned automobile insurance.

Miscellaneous – This line item covers any unexpected expenditures not categorized such as Chairperson Plaque updates and computer software and updates.

Payroll – The salary, taxes, worker's compensation insurance and mileage reimbursement, costs for secretarial services budget for 30 hours per week.

Postage – Annual mailing costs for bulk mail, casework correspondence, annual report, and general postage.

Printing – The cost for printing letterhead, envelopes, and special publications.

Contractual – The cost for the annual audit preparation of tax returns and payroll services.

Subscriptions – This line item includes subscriptions to local publications.

Supplies – This line item covers consumable supplies based on average historical costs.

Website – Annual hosting fee and technical support needed to maintain the BYA web site.

Program:

Annual Report – This line item reflects the cost of layout and printing of the organization's annual report.

Camp – This category provides camp scholarships for families in financial and emotional need. 38 children received financial assistance awards to attend summer camping programs in FY 2017/2018.

Enrichment – Birmingham Youth Assistance will provide scholarships to youth who would benefit from a positive learning experience, designed to enhance their self-esteem, and a specific skill such as math and reading tutoring, dance, voice, musical instrument or art lessons. These funds are also used to help offset the costs of boot camp and/or treatment based modalities.

Family Education – Parenting skill enhancement is provided through various workshops presented by Birmingham Youth Assistance. Birmingham Youth Assistance co-sponsors classes and workshops with other local entities.

Farmer's Market – during the Birmingham Farmer's Market season, BYA volunteers in the Kid's Zone for a minimum of 3 Sundays and provides a craft free of charge to all children attending.

Fund Raising – Birmingham Youth Assistance supports programs through fund raising events, presentations to service organizations, volunteer support at community events and solicitations.

Mentor's PLUS – Funds support individual and group activities for the participants of the mentor matching program.

Public Relations – Monies spent on items that promote BYA at our events and local volunteer opportunities such as the Birmingham Farmer's Market and Day on the Town.

Scholarships – This line item supports an annual scholarship for a local student or students recognized for exemplary community service.

Retail Fraud Program – Birmingham Youth Assistance offers this program for fifth grade classes. The program includes a videotape supplemented with presentations by a school liaison officer from the local police department and the Youth Assistance caseworker.

Annual Meeting – This line item reflects the cost of printing, postage and supplies for the Annual Sponsor meeting.

Youth In Service – Birmingham Youth Assistance recognizes the outstanding contributions of volunteer service by community youth. This figure represents the expense of mailings, programs and meals for those youth recognized. This event is co-sponsored by the Birmingham Optimists. 31 students were honored in FY 2017/2018.

Breakfast with Santa – This line item represents costs incurred for the Annual Breakfast with Santa event, including meals and entertainment.

Dog Show – This line item represents costs incurred for the Annual Kids' Dog Show, including ribbons, trophy and t-shirt design contest related expenses.

Touch-a-Truck – This line item represents costs incurred for the Annual Touch-a-Truck event, including postage, flyers, signs, supplies and meals for truck contributors.

In-kind Revenues:

Birmingham Public Schools – The school district provides operational support and office space, including utilities and snow removal, high speed internet connection, custodial and telephone service, as well as classroom space for Family Education, Dog Show and other programming.

Oakland County – This line item represents the caseworker's salary, fringe benefits, supervision, and an administrative and support staff percentage.

Operations In-kind – This line item reflects services, materials, printing, and other non-cash support to the office.

Programs In-kind – This line item represents non-cash services and support for the organization's programs. These include camp scholarships, donated space, food service, and numerous vendor and local store owner sponsorships.

M E M O

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

From: Ellen Marshall

Re: Cable Board Vacancy

Date: July 10, 2018

A vacancy exists on the Birmingham Area Cable Board with a term expiration date of June 30, 2020. The Cable Board meets at 7:45 a.m. on the third Wednesday of each month in the Village Council Chamber. They advise the Village Council as to all matters related to Cable Television. The Board monitors performance of the franchisee and compliance with the franchise agreement and acts as liaison between residents and the franchisee.

Applications will be accepted until the vacancy is filled.

**Report to Beverly Hills Council
From Beverly Hills Planning Commission**

Advisability of Developing a Zoning Compliance Permit Process

Reviewed and Recommended for delivery and presentation to Council by the Planning Commission at its meeting of June 27, 2018

Section 1 - Background

This Report identifies three main issues which are as follows:

1. There are currently no requirements for a building permit for any building or structure less than 200 sq. ft.
2. What specific requirements should there be, if any, for these items.
3. How should, if at all, the Village address allowing mechanical units in side yards

BH Administration has experienced an increase in inquiries from residents about installing small shed buildings on residential lots and what Village zoning regulations are for the placement of these buildings on the lots. The sheds are usually used as storage space for lawn mowers, snow removal equipment, tools, bicycles and other miscellaneous items that are typically stored in garages.

These buildings are covered in the Beverly Hills Municipal Code in Chapter 22 – Zoning Ordinance. They are defined as Accessory Buildings but there are currently no requirements for a building permit for small buildings less than 200 sq. ft. and few restrictions or requirements for these buildings. Administration tells residents that zoning requires that buildings less than 200 sq. ft. are restricted to back yards and cannot be placed less than 5 feet from the property boundary line. Because there is no requirement for a permit the Village doesn't keep a record on the number, size, location or other information on these small buildings.

Administration is aware that other municipalities require permits and specific requirements (e.g. flooring, rat walls, foundations, surveys) and proactively requested direction on this issue at the Joint Council and Planning Commission meeting of 2/20/2018.

Additionally, Administration has allowed mechanical units such as HVAC units and natural gas powered electrical emergency generators to be placed in side yards through an informal, non-codified way upon notification and approval of the neighbor to the side yard. The request for these new generators is becoming more common and HVAC units are becoming larger. Administration has requested further direction on this issue.

At the direction of the Beverly Hills Council the Beverly Hills Planning Commission established a subcommittee of its members consisting of Robert Ruprich and Vincent Borowski working with Erin Saur, the Village Planning & Zoning Administrator. The purpose of the subcommittee is to study the issues surrounding small buildings and mechanical units, and make recommendations for review by the Planning Commission as to whether further regulation of these items should be implemented.

The specific directions from Council for this study are provided further in this report (Section 6) in the form of the establishing instructions from the Council Minutes of 2/20/2018 as well as an excerpt from the Joint Council and Planning Commission Meeting of 2/14/2018 which evidences the initial discussion concerning this initiative.

While these issues weren't specifically identified as Actions to be addressed in the 2016 Beverly Hills Master Plan the modernization and rewrite of the BH Zoning Ordinance was identified as a Mid-Term (by

2020) Action Topic. These issues can easily be identified and included as the type of items that are reasonably intended in the Master Plan Actions recommendations.

Section 2 - Summary

The following are general findings of the subcommittee:

1. Accessory Buildings less than 200 SF are not subject to permit process
2. Small shed buildings are readily available from many retail stores including large home improvement retail outlets (e.g. Lowe's, Home Depot), lumber yards, hardware stores and online outlets. These shed are available in many styles, materials and sizes and costs range from \$300 to \$400 up to several thousands of dollars.
3. Existing zoning requires -buildings and structures cannot be closer than 5 feet to the property line
4. Existing zoning requires buildings and structures must be in the back yard of the lot
5. Existing zoning restricts building height to no more than 15 feet
6. Buildings less than 200 sq. ft. are not required to have foundations or rat walls
7. There are no requirements or restrictions on materials or style
8. There are no specific requirements concerning maintenance other than general Village maintenance and health and safety concerns
9. HVAC units and permanent natural gas-powered generators are allowed in side yards by administrative action provided the owner of the adjacent lot agrees
10. There is a potential issue with allowing side yard structures as they can encroach on the fire safety requirements between buildings and restrict back yard access especially in small lot zoning districts. This issue is not currently addressed by setback requirements.
11. There are no screening requirements for mechanical units.

Section 3 - Recommendations by Planning Commission to Council

1. Regulation of small buildings in excess of 120 sq. ft. should be implemented.
2. Small structures over 120 sq. ft. are by their size and expense more permanent in nature and should be required to have some minimal standard of foundations or rat walls or concrete slab or flooring,
3. Regulation of style and materials should not be required except the general statement that they be harmonious and compatible with surroundings
4. Placement of mechanical units such as HVAC units and natural gas-powered emergency electrical generators in side yards should be allowed and regulations be implemented

Section 4 – Discussion of Recommendations

The numbers in this section associated with topics identify with the specific Recommendations above.

1. What is appropriate size for regulation of these structures?

We note that Sheds of 200 SF are significant in size

14'x14' = 196 SF; 12'x16'8" = 200 SF

A walk through Beverly Hills' neighborhoods can easily identify that many of the shed type small structures already exist. Most of these small structures are probably (by inspection from the street) no more than 8'x8' to 10'x10.

We believe that 120 sq. ft. or less can continue to be unrestricted except for placement on the lot, that is, they are restricted to the rear lot and are less than 5 feet from the property boundary line. Ours was not a comprehensive inventory but it appears that these buildings have little impact visually on neighborhoods. Administration does not report that resident complaints about these buildings is a large issue.

Small buildings other than sheds may include greenhouses and pool house/cabanas. Small structures such as gazebos, playhouses, and dog/pet houses are not being proposed to be addressed beyond existing regulations. We have not included in our consideration chicken coops as we believe this specialized category of structures is more appropriately addressed in any “chicken ordinance” that may be implemented by the Village.

Decks are currently regulated and required to have building permits.

Further and additional regulation of these small buildings is a matter of judgement and we believe that the size and mass of structures larger than 120 sq. ft. should be further regulated by zoning as further discussed in this Report.

The permit process will verify compliance with all statutory requirements.

2. Should foundations or rat walls and flooring be required for structures larger than 120 sq. ft.

We are told that a number of cities do regulate these small buildings. Troy requires foundations and permits that govern placement and the city requires evidence such as surveys to control placement. Small animals and rodents, including ground hogs, possums and racoons can inhabit these structures. The size and expense of these structures suggest a more long-lived structure which should be permanently attached to the property.

The expense for rat walls and foundations may be considered excessive for these small buildings but we believe that a concrete slab or some type of more permanent flooring (6 inches above grade) are indicated.

3. Should the Village regulate style or materials?

We have seen this issue before and have not come to a consensus answer in any other of our land and building issues. We don't expect a better answer with these structures. We do recommend a general statement that they be harmonious and compatible with surroundings

4. Are mechanical units such as HVAC units and generators to be allowed in side yards?

The Village is currently allowing this with an informal, non-codified way. We believe that this issue should be addressed and written standards be developed and become a part of the zoning ordinance. This is just good government practice as it promotes fairness and discourages arbitrary decisions.

These side yard improvements can be screened from street view and from neighboring lots. In areas of smaller lot sizes the ordinance may address health and safety issues and prevent access concerns.

Section 5 –Overview of Items to be Finalized at the Ordinance Writing Process

We have not dealt with what requirements will be if we move forward but offer a short list of issues that must be addressed when an ordinance is considered:

1. What requirements are appropriate for all structures or some structures
 - a. Foundation (standards)
 - b. Rat wall (standards)
 - c. Flooring and drainage
 - d. Placement – side yards currently prohibited, back yards are the required placement
 - e. Placement – setback from lot lines;
 - f. Materials

- g. Screening from neighboring lots and street; side yard and/or backyard
- 2. Implementation
 - a. Permit process
 - b. Requirements to consider: Plot plans, survey, scale, location, placement from lot lines and buildings, require construction plans
 - c. Inspection by Village – is it necessary prior to construction or during construction
 - d. Inspection upon completion and Final Approval

Section 6 - Direction from Council establishing its request for a Report on Small Structure Permit Process

The directions from Council for this review are provided here for reference along with an excerpt from the Joint Council and Planning Commission Meeting of February 14, 2018 which was the initial discussion concerning this initiative.

Establishing Instruction by BH Council on 2/20/2018:

Motion by Abboud, second by Oen, that the Council for the Village of Beverly Hills instruct the Planning Commission to appoint a subcommittee to explore the advisability of developing a zoning compliance permit process or other permit process regarding small structures not subject to building permits such as sheds, mechanical structures and perhaps even fences in coordination with the fence subcommittee created by Council and Planning Commission. Report to Council recommending whether the matter should be referred for the development of an ordinance should be made not later than June 1, 2018
Motion passed.

Planning Commission Subcommittee members Bob Ruprich and Vince Borowski were assigned this task at the Planning Commission meeting of 2/28/2018.

From the Joint Council and Planning Commission Meeting minutes of 2/14/2018:

Per the Building Code sheds and other accessory buildings smaller than 200 sq. ft. are not required to obtain a permit or inspection upon completion of construction of such building. There is also a zoning prohibition on the installation of mechanical units in side yards. It was suggested ordinances be drafted to permit and regulate these items.

Memorandum

To: Honorable President Mooney; Village Council
From: Chris D. Wilson, Village Manager
CC: Sheila McCarthy, Finance Director; Peggy Linskwiler, Treasurer
Date: 7/12/2018
Re: MERS Actuarial Valuation Report 12/31/17

The Village is in receipt of our most recent actuarial valuation report from the Municipal Employees' Retirement System of Michigan (MERS). This report is produced annually to analyze the Village's demographic data, investment performance and other factors to produce a contribution rate for pension costs for the coming year.

The Village's funding ratio as of 12/31/2011 is 87%. The Village's market rate of return for 2017 was 13.07%. With the use of 5-year asset smoothing the actuarial rate of return for 2017 was 6.08%. Our actuarial value of assets as of December 31, 2017 is 101%. MERS is currently using an actuarial assumption for the annual rate of return of 7.75%.

MERS made changes to their assumptions and methods in 2015 for all members. These changes are being phased in over a five-year period. FY19 will be the third year of the five-year phase in. Use of the phase in rates will result in monthly charge of \$36,825, or \$441,900 annually. For FY19 the Village budgeted \$441,940 for this expense. Per this report our costs for FY20 with continued use of the phase in will be \$38,787, or \$465,444 annually. Village administration will use the projected figures for FY20 in future budget preparations.

Village Administration remains concerned about the projected rapid increase and precipitation crash forecasted by MERS for future contributions. This projection is illustrated on page 13 of this report. The Village's projected costs are to rise sharply over the next five years and remain relatively high before falling to around \$100,000 annually in 2029. It is precisely this type of volatility that the Village would hope MERS would be working to avoid in future years. Such an aggressive prefunding of future pension costs over a short time horizon followed by decades of negligible contributions seems an undue and unfair burden to this generation of taxpayers. This short horizon is being imposed on the Village due to our program being "closed" to new hires since 2013. It is confusing to Administration why MERS actuarial standards would punish communities who stop accruing new liability in their defined benefit plans with models that greatly increase costs in the short term while allowing "open" plans to accrue new liability annually on a much longer payment schedule.

July 12, 2018

Nevertheless, the Village Administration is pleased with our current funding status and recommends that Council receive and file the MERS Actuarial Valuation Plan as of December 31, 2017.



MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM OF MICHIGAN
ANNUAL ACTUARIAL VALUATION REPORT DECEMBER 31, 2017
BEVERLY HILLS, VLG OF (6321)



Spring, 2018

Beverly Hills, Vlg of

In care of:
Municipal Employees' Retirement System of Michigan
1134 Municipal Way
Lansing, Michigan 48917

This report presents the results of the Annual Actuarial Valuation, prepared as of December 31, 2017. The report includes the determination of liabilities and contribution rates resulting from the participation of Beverly Hills, Vlg of (6321) in the Municipal Employees' Retirement System of Michigan ("MERS"). MERS is an independent, professional retirement services company that was created to administer retirement plans for Michigan municipalities on a not-for-profit basis. This report contains the minimum actuarially determined contribution requirement, in alignment with the MERS Plan Documents, funding policy and Michigan Constitution. Beverly Hills, Vlg of is responsible for the employer contributions needed to provide MERS benefits for its employees and former employees under the Michigan Constitution and the MERS Plan Document.

The purpose of the December 31, 2017 annual actuarial valuation is to:

- Measure funding progress
- Establish contribution requirements for the fiscal year beginning July 1, 2019
- Provide actuarial information in connection with applicable Governmental Accounting Standards Board (GASB) statements

This valuation report should not be relied upon for any other purpose. Reliance on information contained in this report by anyone for anything other than the intended purpose could be misleading.

The valuation uses financial data, plan provision data, and participant data as of December 31, 2017 furnished by MERS. In accordance with Actuarial Standards of Practice No. 23, the data was checked for internal and year to year consistency as well as general reasonableness, but was not otherwise audited. CBIZ Retirement Plan Services does not assume responsibility for the accuracy or completeness of the data used in this valuation.

The actuarial assumptions and methods are adopted by the MERS Retirement Board, and are reviewed every five years in an Experience Study. The most recent study was completed in 2015. Please refer to the division-specific assumptions described in table(s) in this report, and to the Appendix on the MERS website at:

www.mersofmich.com/Portals/0/Assets/Resources/AAV-Appendix/MERS-2017AnnualActuarialValuation-Appendix.pdf.



The actuarial assumptions used for this valuation produce results that we believe are reasonable.

To the best of our knowledge, this report is complete and accurate, was prepared in conformity with generally recognized actuarial principles and practices, with the Actuarial Standards of Practice issued by the Actuarial Standards Board, and is in compliance with Act No. 220 of the Public Acts of 1996, as amended, and the MERS Plan Document as revised. All of the undersigned are members of the American Academy of Actuaries (MAAA), and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained herein. The Retirement Board of the Municipal Employees' Retirement System of Michigan confirms that the System provides for payment of the required employer contribution as described in Section 20m of Act No. 314 of 1965 (MCL 38.1140m).

This information is purely actuarial in nature. It is not intended to serve as a substitute for legal, accounting or investment advice.

This report was prepared at the request of the Retirement Board and may be provided only in its entirety by the municipality to other interested parties (MERS customarily provides the full report on request to associated third parties such as the auditor for the municipality). CBIZ Retirement Plan Services is not responsible for the consequences of any unauthorized use.

You should notify MERS if you disagree with anything contained in the report or are aware of any information that would affect the results of the report that have not been communicated to us. If you have reason to believe that the plan provisions are incorrectly described, that important plan provisions relevant to this valuation are not described, that conditions have changed since the calculations were made, that the information provided in this report is inaccurate or is in anyway incomplete, or if you need further information in order to make an informed decision on the subject matter in this report, please contact your Regional Manager at 1.800.767.MERS (6377).

Sincerely,

Cathy Nagy, MAAA, FSA
Jim Koss, MAAA, ASA
Curtis Powell, MAAA, EA

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Executive Summary

Funded Ratio and Required Employer Contributions

The MERS Defined Benefit Plan is an agent multiple-employer plan, meaning that assets are pooled for investment purposes but separate accounts are maintained for each individual employer. Each municipality is responsible for their own plan liabilities; MERS does not borrow from one municipality's account to pay for another.

The funded ratio of a plan is the percentage of the dollar value of the accrued benefits that is covered by the actuarial value of assets.

Your Funded Ratio:

	12/31/2017 *	12/31/2016
Funded Ratio	87%	89%

* Reflects assets from Surplus divisions, if any.

Michigan Law requires that pension plans be pre-funded, meaning money is set aside now to pay for future benefits. Pension plans are usually funded by employer and employee contributions, and investment income.

How quickly a plan attains the 100% funding goal depends on many factors such as:

- The current funded ratio
- The future experience of the plan
- The amortization period

It is more important to look at the trend in the funded ratio over a period of time than at a particular point in time.

Your Required Employer Contributions:

Your computed employer contributions are shown in the following table. Employee contributions, if any, are in addition to the computed employer contributions. Changes to the assumptions and methods based on the 2015 Experience Study were first reflected in the December 31, 2015 valuations. The impact of these changes is being phased-in over a 5 year period. The phase-in allows the employer to spread the impact of the new assumptions over 5 fiscal years. This valuation reflects the third year of the phase-in.

Your minimum required contribution is the amount in the "Phase-in" columns. By default, MERS will invoice you the phased-in contribution amount, but strongly encourages you to contribute more than the minimum required contribution. If for 2018 your municipality is making employer contributions based on rates without the phase-in applied, contact MERS to ensure the No Phase-in rate is used again for 2019 and not the defaulted phase-in rates.

	Percentage of Payroll				Monthly \$ Based on Projected Payroll			
	Phase-in	No Phase-in	Phase-in	No Phase-in	Phase-in	No Phase-in	Phase-in	No Phase-in
Valuation Date:	12/31/2017	12/31/2017	12/31/2016	12/31/2016	12/31/2017	12/31/2017	12/31/2016	12/31/2016
Fiscal Year Beginning:	July 1, 2019	July 1, 2019	July 1, 2018	July 1, 2018	July 1, 2019	July 1, 2019	July 1, 2018	July 1, 2018
Division								
02 - Cmmd Off & Pub Sfty &	-	-	-	-	\$ 22,655	\$ 23,609	\$ 25,213	\$ 26,644
10 - General Nonunion & AFS	-	-	-	-	5,346	5,794	5,177	5,849
20 - Cmmd Off & Pub Sfty Re	-	-	-	-	5,976	6,736	4,141	5,281
21 - Cmmd Off & Pub Sfty De	-	-	-	-	4,810	5,398	2,294	3,176
Municipality Total					\$ 38,787	\$ 41,537	\$ 36,825	\$ 40,950

Employee contribution rates reflected in the valuations are shown below:

Valuation Date:	Employee Contribution Rate	
	12/31/2017	12/31/2016
Division		
02 - Cmmd Off & Pub Sfty &	5.00%	5.00%
10 - General Nonunion & AFS	0.00%	0.00%
20 - Cmmd Off & Pub Sfty Re	0.00%	0.00%
21 - Cmmd Off & Pub Sfty De	0.00%	0.00%

The employer may contribute more than the minimum required contributions, as these additional contributions will earn investment income and may result in lower future contribution requirements. Employers making contributions in excess of the minimum requirements may elect to apply the excess contribution immediately to a particular division, or segregate the excess into one or more of what MERS calls "Surplus" divisions. An election in the first case would immediately reduce any unfunded accrued liability and lower the amortization payments throughout the remaining amortization period. An

election to set up Surplus divisions would not immediately lower future contributions, however the assets from the Surplus divisions could be transferred to an unfunded division in the future to reduce the unfunded liability in future years, or to be used to pay all or a portion of the minimum required contribution in a future year. For purposes of this report, the assets in any Surplus division have been included in the municipality's total assets, unfunded accrued liability and funded status, however, these assets are not used in calculating the minimum required contribution.

MERS strongly encourages employers to contribute more than the minimum contribution shown above.

Assuming that experience of the plan meets actuarial assumptions:

- To accelerate to a 100% funding ratio in 10 years, estimated monthly employer contributions for the fiscal year beginning in 2019 for the entire employer would be \$50,785, instead of \$41,537.

If you are interested in making additional contributions, please contact MERS and they can assist you with evaluating your options.

How and Why Do These Numbers Change?

In a defined benefit plan, contributions vary from one annual actuarial valuation to the next as a result of the following:

- Changes in benefit provisions (see Table 2)
- Changes in actuarial assumptions and methods (see the [Appendix](#))
- Experience of the plan (investment experience and demographic experience); this is the difference between actual experience of the plan and the actuarial assumptions. For example:
 - o Lower actual investment returns would result in higher required employer contributions, and vice-versa.
 - o Smaller than assumed pay increases would lower required employer contributions.
 - o Reductions in the number of active employees would lower required contribution dollars, but would usually increase the contribution rate expressed as a percentage of (the now lower) payroll.
 - o Retirements at earlier ages than assumed would usually increase required employer contributions.
 - o More non-vested terminations of employment than assumed would decrease required contributions.
 - o More disabilities or survivor (death) benefits than assumed would increase required contributions.
 - o Longer lifetimes after retirement than assumed would increase required employer contributions.

Actuarial valuations do not affect the ultimate cost of the plan; the benefit payments (current and future) determine the cost of the plan. Actuarial valuations only affect the timing of the contributions into the plan. Because assumptions are for the long term, plan experience will not match the actuarial

assumptions in any given year (except by coincidence). Each annual actuarial valuation will adjust the required employer contributions up or down based on the prior year's actual experience.

Comments on Investment Return Assumption and Asset Smoothing

A defined benefit plan is funded by employer contributions, participant contributions, and investment earnings. Investment earnings have historically provided **more than half** of the funding. The larger the share of benefits being provided from investment returns, the smaller the required contributions, and vice versa. Determining the contributions required to prefund the promised retirement benefits requires an assumption of what investment earnings are expected to add to the fund over a long period of time. This is called the **Investment Return Assumption**.

The MERS Investment Return Assumption is **7.75%** per year. This, along with all of our other actuarial assumptions, is reviewed every five years in an Experience Study that compares the assumptions used against actual experience and recommends adjustments if necessary. If your municipality would like to explore contributions at lower investment return assumptions, please review the budget projection scenarios later in this report.

To avoid dramatic spikes and dips in annual contribution requirements due to short term fluctuations in asset markets, MERS applies a technique called **asset smoothing**. This spreads out each year's investment gains or losses over the prior year and the following four years. This smoothing method is used to determine your actuarial value of assets (valuation assets), which is then used to determine both your funded ratio and your required contributions. The (smoothed) **actuarial rate of return for 2017 was 6.08%, while the actual market rate of return was 13.07%**. To see historical details of the market rate of return, compared to the smoothed actuarial rate of return, refer to this report's [Appendix](#), or visit our [Defined Benefit resource page](#) on the MERS website.

As of December 31, 2017 the actuarial value of assets is 101% of market value due to asset smoothing. This means that meeting the actuarial assumption in the next few years will require average annual market returns that exceed the 7.75% investment return assumption, or contribution requirements will continue to increase.

If the December 31, 2017 valuation results were based on market value instead of the actuarial value:

- The funded percent of your entire municipality would be 86% (instead of 87%); and
- Your total employer contribution requirement for the fiscal year starting July 1, 2019 would be \$522,828 (instead of \$498,444).

Risk Characteristics of Defined Benefit Plans

It is important to understand that Defined Benefit retirement plans, the plan sponsor, and the plan participants are exposed to certain risks. While risks cannot be eliminated entirely, they can be managed through various strategies. Below are a few examples of risk (this is not an all-inclusive list):

- Economic - investment return, wage inflation, etc.
- Demographic - longevity, disability, retirement, etc.
- Plan Sponsor and Employees - contribution volatility, attract/retain employees, etc.

The MERS Retirement Board adopts certain assumptions and methods to manage the economic and demographic risks, and the contribution volatility risks. For example, the investment risk is the largest economic risk and is managed by having a balanced portfolio and a clearly defined investment strategy. Demographic risks are managed by preparing special studies called experience studies on a regular basis to determine if the assumptions used are reasonable compared to the experience. An Experience Study is completed every five years to review the assumptions and methods. The next Experience Study will be completed in 2020.

Risk can also be managed through a plan design that provides benefits that are sustainable in the long run.

The Actuarial Standards Board has issued Actuarial Standards of Practice (ASOP) No. 51. This standard will be effective for any actuarial work with a measurement date on or after November 1, 2018. This means, the December 31, 2018 and later annual actuarial valuation reports for MERS will have to comply with this standard. This standard will require the actuary to identify risks that, in the actuary's professional judgment may significantly impact the plan's future financial condition. The actuary will have to assess the potential effects of the identified risks on the plan's future financial condition. The assessment may or may not be based on numerical calculations. However, the assessment should reflect the specifics of the plan (i.e. funded status, plan demographics, funding policy, etc.). If the actuary concludes that numerical calculations are necessary to assess the risk, the actuary can use various methods to quantify the risk such as scenario tests, sensitivity tests, stress tests, etc.

Some of these risk assessment measures have already been incorporated in the MERS annual valuation reports. For example, the projections of funded percentage and employer contributions shown on the following pages could be used to gauge the risk associated with long term investment rates of return different than the assumed 7.75% annual rate. A history of the municipality's funded percentage as shown in Table 7, could indicate the trend in funded status over time.

Alternate Scenarios to Estimate the Potential Volatility of Results ("What If Scenarios")

The calculations in this report are based on assumptions about long-term economic and demographic behavior. These assumptions will never materialize in a given year, except by coincidence. Therefore

the results will vary from one year to the next. The volatility of the results depends upon the characteristics of the plan. For example:

- Open divisions that have substantial assets compared to their active employee payroll will have more volatile employer contribution rates due to investment return fluctuations.
- Open divisions that have substantial accrued liability compared to their active employee payroll will have more volatile employer contribution rates due to demographic experience fluctuations.
- Small divisions will have more volatile contribution patterns than larger divisions because statistical fluctuations are relatively larger among small populations.
- Shorter amortization periods result in more volatile contribution patterns.

The analysis in this section is intended to review the potential volatility of the actuarial valuation results. It is important to note that calculations in this report are mathematical estimates based upon assumptions regarding future events, which may or may not materialize. Actuarial calculations can and do vary from one valuation to the next, sometimes significantly depending on the group's size.

Many assumptions are important in determining the required employer contributions. In the table below, we show the impact of varying the Investment Return Assumption. Lower investment returns would result in higher required employer contributions, and vice-versa.

The relative impact of each investment return scenario below will vary from year to year, as the participant demographics change. The impact of each scenario should be analyzed for a given year, not from year to year. The results in the table are based on the December 31, 2017 valuation, and are for the municipality in total, not by division. These results do not reflect a 5-year phase in of the impact of the new actuarial assumptions.

	Assumed Future Annual Smoothed Investment Return Assumption			
	Lower Future Annual Returns		Valuation Assumption	Higher Returns
	5.75%	6.75%	7.75%	8.75%
12/31/2017 Valuation Results				
Accrued Liability	\$ 31,588,242	\$ 28,240,087	\$ 25,458,110	\$ 23,123,943
Valuation Assets ¹	\$ 22,199,881	\$ 22,199,881	\$ 22,199,881	\$ 22,199,881
Unfunded Accrued Liability	\$ 9,388,361	\$ 6,040,206	\$ 3,258,229	\$ 924,062
Funded Ratio	70%	79%	87%	96%
Monthly Normal Cost	\$ 28,516	\$ 22,206	\$ 17,360	\$ 13,590
Monthly Amortization Payment	\$ 60,320	\$ 41,579	\$ 24,177	\$ 6,852
Total Employer Contribution²	\$ 88,836	\$ 63,785	\$ 41,537	\$ 20,442

¹ The Valuation Assets include assets from Surplus divisions, if any.

² If assets exceed accrued liabilities for a division, the division's amortization payment is negative and is used to reduce the division's employer contribution requirement. If the overfunding credit is larger than the normal cost, the division's full credit is included in the municipality's amortization payment above but the division's total contribution requirement is zero. This can cause the displayed normal cost and amortization payment to not add up to the displayed total employer contribution.

Projection Scenarios

The next two pages show projections of the plan's funded ratio and computed employer contributions under the actuarial assumptions used in the valuation and alternate assumed long-term investment return assumption scenarios. All four projections take into account the past investment losses that will continue to affect the actuarial rate of return in the short term. Under the 7.75% scenarios in the table on the next page, two sets of projections are shown:

- Based on the phase-in over 5 fiscal years (beginning in 2017) of the increased contribution requirements associated with the new actuarial assumptions. This projects your minimum required contribution.
- Based on no phase-in of the increased contribution requirements.

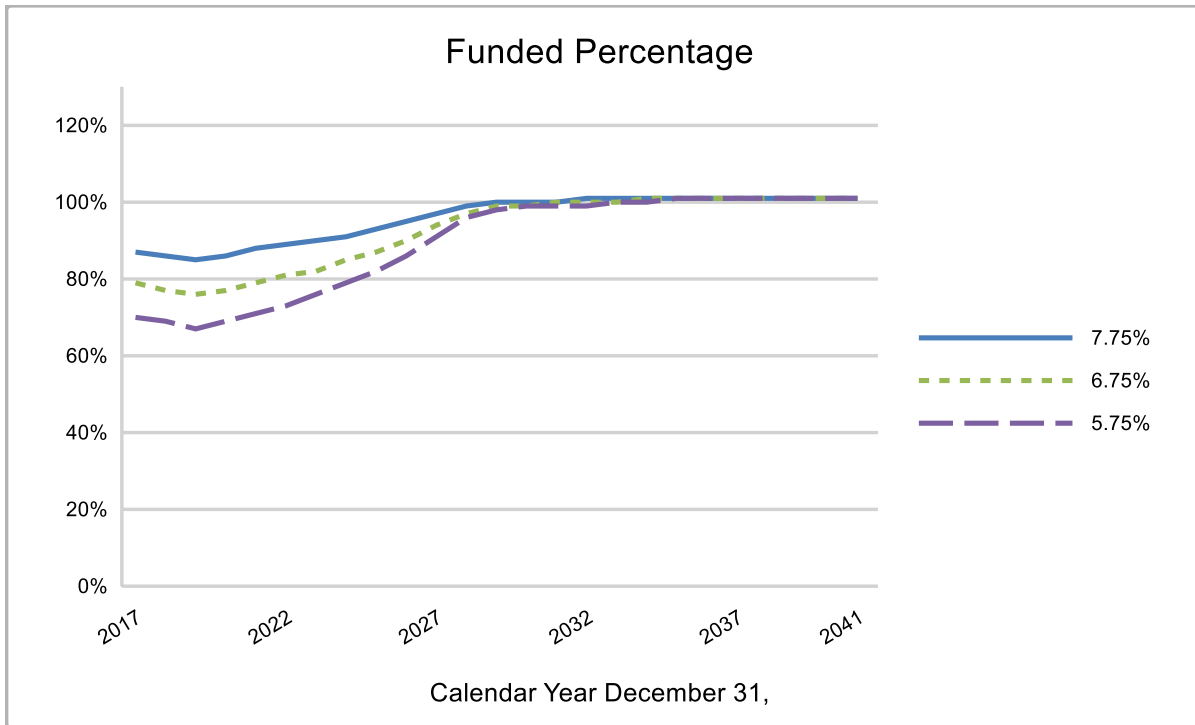
The 7.75% scenarios provide an estimate of computed employer contributions based on current actuarial assumptions, and a projected 7.75% market return. The other two scenarios may be useful if the municipality chooses to budget more conservatively, and make contributions in addition to the minimum requirements. The 6.75% and 5.75% projections provide an indication of the potential required employer contribution if MERS were to realize annual investment returns of 6.75% and 5.75% over the long-term.

The projections are shown both in tabular and graphical form in total for the employer. The tables show projections for six years. The graphs show projections for twenty five years.

Valuation Year Ending 12/31	Fiscal Year Beginning 7/1	Actuarial Accrued Liability	Valuation Assets ²	Funded Percentage	Computed Annual Employer Contribution
7.75%¹					
WITH 5-YEAR PHASE-IN					
2017	2019	\$ 25,458,110	\$ 22,199,881	87%	\$ 465,444
2018	2020	25,900,000	22,400,000	86%	533,000
2019	2021	26,400,000	22,400,000	85%	634,000
2020	2022	26,800,000	23,100,000	86%	644,000
2021	2023	27,200,000	23,800,000	88%	680,000
2022	2024	27,600,000	24,400,000	89%	786,000
NO 5-YEAR PHASE-IN					
2017	2019	\$ 25,458,110	\$ 22,199,881	87%	\$ 498,444
2018	2020	25,900,000	22,400,000	86%	547,000
2019	2021	26,400,000	22,400,000	85%	628,000
2020	2022	26,800,000	23,100,000	86%	638,000
2021	2023	27,200,000	23,900,000	88%	672,000
2022	2024	27,600,000	24,500,000	89%	777,000
6.75%¹					
NO 5-YEAR PHASE-IN					
2017	2019	\$ 28,240,087	\$ 22,199,881	79%	\$ 765,420
2018	2020	28,700,000	22,200,000	77%	867,000
2019	2021	29,100,000	22,100,000	76%	973,000
2020	2022	29,600,000	22,900,000	77%	1,020,000
2021	2023	30,000,000	23,700,000	79%	1,110,000
2022	2024	30,300,000	24,500,000	81%	1,290,000
5.75%¹					
NO 5-YEAR PHASE-IN					
2017	2019	\$ 31,588,242	\$ 22,199,881	70%	\$ 1,066,032
2018	2020	32,000,000	22,000,000	69%	1,220,000
2019	2021	32,500,000	21,800,000	67%	1,350,000
2020	2022	32,900,000	22,700,000	69%	1,440,000
2021	2023	33,300,000	23,700,000	71%	1,580,000
2022	2024	33,600,000	24,600,000	73%	1,850,000

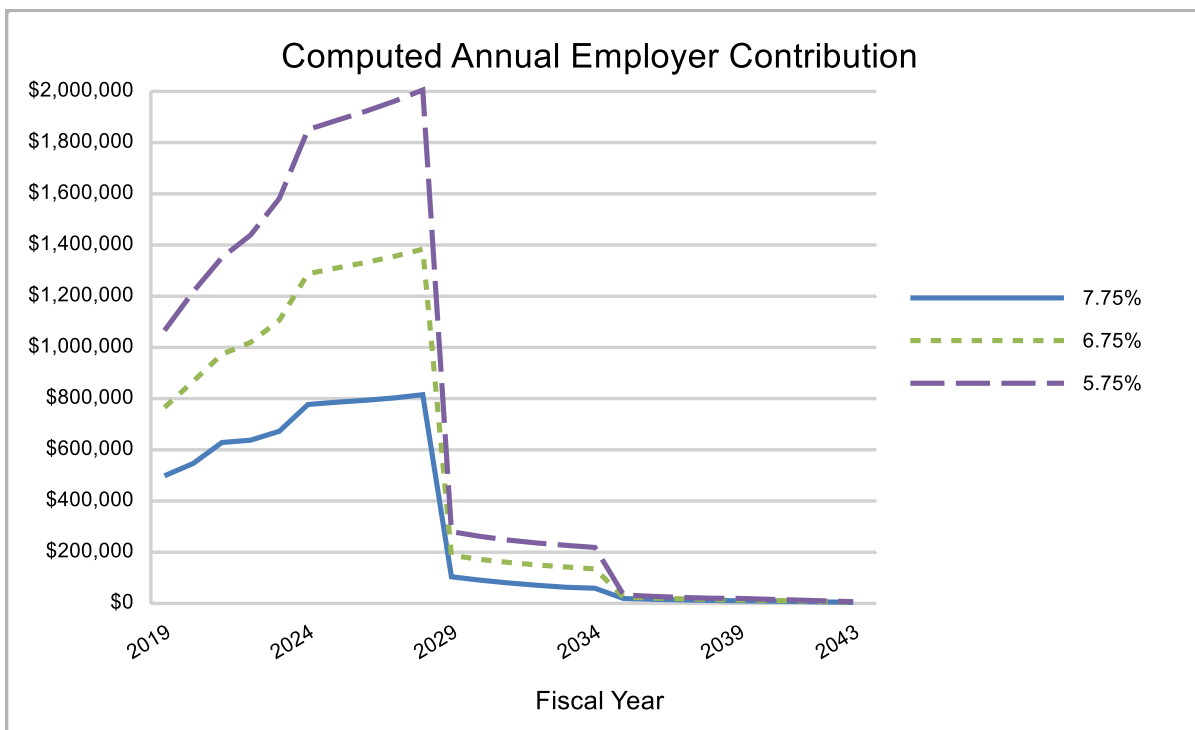
¹ Represents both the interest rate for discounting liabilities and the future investment return assumption on the Market Value of assets.

² Valuation Assets do not include assets from Surplus divisions, if any.



Notes:

All projected funded percentages are shown with no phase-in.



Notes:

All projected contributions are shown with no phase-in.

Employer Contribution Details For the Fiscal Year Beginning July 1, 2019

Table 1

Division	Total Normal Cost	Employee Contribut. Rate	Employer Contributions ¹			Computed Employer Contribut. With Phase-In	Blended ER Rate No Phase-In ⁵	Blended ER Rate With Phase-In ⁵	Employee Contribut. Conversion Factor ²
			Employer Normal Cost	Payment of the Unfunded Accrued Liability ⁴	Computed Employer Contribut. No Phase-In				
Percentage of Payroll									
02 - Cmmd Off & Pub Sft	21.21%	5.00%	-	-	-	-			
10 - General Nonunion &	11.85%	0.00%	-	-	-	-			
20 - Cmmd Off & Pub Sft	0.00%	0.00%	-	-	-	-			
21 - Cmmd Off & Pub Sft	0.00%	0.00%	-	-	-	-			
Estimated Monthly Contribution³									
02 - Cmmd Off & Pub Sft			\$ 12,988	\$ 10,621	\$ 23,609	\$ 22,655			
10 - General Nonunion &			4,372	1,422	5,794	5,346			
20 - Cmmd Off & Pub Sft			0	6,736	6,736	5,976			
21 - Cmmd Off & Pub Sft			0	5,398	5,398	4,810			
Total Municipality			\$ 17,360	\$ 24,177	\$ 41,537	\$ 38,787			
Estimated Annual Contribution³			\$ 208,320	\$ 290,124	\$ 498,444	\$ 465,444			

¹ The above employer contribution requirements are in addition to the employee contributions, if any.

² If employee contributions are increased/decreased by 1.00% of pay, the employer contribution requirement will decrease/increase by the Employee Contribution Conversion Factor. The conversion factor is usually under 1%, because employee contributions may be refunded at termination of employment, and not used to fund retirement pensions. Employer contributions will all be used to fund pensions.

³ For divisions that are open to new hires, estimated contributions are based on projected fiscal year payroll. Actual contributions will be based on actual reported monthly pays, and will be different from the above amounts. For divisions that will have no new hires (i.e. closed divisions), invoices will be based on the above dollar amounts which are based on projected fiscal year payroll. See description of Open Divisions and Closed Divisions in the [Appendix](#).

⁴ If projected assets exceed projected liabilities as of the beginning of the July 1, 2019 fiscal year, the negative unfunded accrued liability is treated as overfunding credit and is used to reduce the contribution. This amortization is used to reduce the employer contribution rate. Note that if the overfunding credit is larger than the normal cost, the full credit is shown above but the total contribution requirement is zero. This will cause the displayed normal cost and unfunded accrued liability contributions to not add across.

⁵ For linked divisions, the employer will be invoiced the Computed Employer Contribution with Phase-in rate shown above for each linked division (a contribution rate for the open division; a contribution dollar for the closed-but-linked division), unless the employer elects to contribute the Blended Employer Contribution rate shown above, by contacting MERS at 800-767-MERS (6377).

Please see the Comments on Asset Smoothing in the Executive Summary of this report.

Benefit Provisions

Table 2

02 - Cmmd Off & Pub Sfty & Ret w/1%: Closed to new hires

	2017 Valuation	2016 Valuation
Benefit Multiplier:	2.50% Multiplier (80% max)	2.50% Multiplier (80% max)
Normal Retirement Age:	55	55
Vesting:	10 years	10 years
Early Retirement (Unreduced):	25 and Out	25 and Out
Early Retirement (Reduced):	-	-
Final Average Compensation:	2 years	2 years
COLA for Future Retirees:	1% (Compound)	1% (Compound)
Employee Contributions:	5%	5%
D-2:	D-2 (25%)	D-2 (25%)
DC Plan for New Hires:	6/1/2013	6/1/2013
	DROP+ (4%)	DROP+ (4%)
Act 88:	No	No

10 - General Nonunion & AFSCME: Closed to new hires

	2017 Valuation	2016 Valuation
Benefit Multiplier:	2.50% Multiplier (80% max)	2.50% Multiplier (80% max)
Normal Retirement Age:	60	60
Vesting:	10 years	10 years
Early Retirement (Unreduced):	-	-
Early Retirement (Reduced):	50/25	50/25
	55/15	55/15
Final Average Compensation:	3 years	3 years
Employee Contributions:	0%	0%
DC Plan for New Hires:	7/1/2015	7/1/2015
Act 88:	No	No

20 - Cmmd Off & Pub Sfty Ret w/2%: Closed to new hires

	2017 Valuation	2016 Valuation
Benefit Multiplier:	Old Plan Benefits	Old Plan Benefits
Normal Retirement Age:	-	-
Vesting:	-	-
Early Retirement (Unreduced):	-	-
Early Retirement (Reduced):	-	-
Final Average Compensation:	-	-
COLA for Current Retirees:	2% (Compound)	2% (Compound)
Employee Contributions:	-	-
Act 88:	No	No

Table 2 (continued)**21 - Cmmd Off & Pub Sfty Def&Ret no: Closed to new hires**

	2017 Valuation	2016 Valuation
Benefit Multiplier:	Old Plan Benefits	Old Plan Benefits
Normal Retirement Age:	-	-
Vesting:	-	-
Early Retirement (Unreduced):	-	-
Early Retirement (Reduced):	-	-
Final Average Compensation:	-	-
COLA for Current Retirees:	2% (Compound): Years 6-15	2% (Compound): Years 6-15
Employee Contributions:	-	-
Act 88:	No	No

Participant Summary

Table 3

Division	2017 Valuation		2016 Valuation		2017 Valuation		
	Number	Annual Payroll ¹	Number	Annual Payroll ¹	Average Age	Average Benefit Service ²	Average Eligibility Service ²
02 - Cmmd Off & Pub Sfty							
Active Employees	11	\$ 945,376	16	\$ 1,387,246	44.9	16.4	16.8
Vested Former Employees	2	68,460	1	27,192	41.8	15.7	15.7
Retirees and Beneficiaries	7	414,514	3	168,765	50.0		
10 - General Nonunion & A							
Active Employees	7	\$ 478,539	8	\$ 517,981	50.4	12.7	15.1
Vested Former Employees	7	73,572	7	57,106	44.5	7.7	15.5
Retirees and Beneficiaries	19	278,915	18	276,710	72.9		
20 - Cmmd Off & Pub Sfty							
Active Employees	0	\$ 0	0	\$ 0	0.0	0.0	0.0
Vested Former Employees	1	22,742	1	22,742	50.8	0.0	14.0
Retirees and Beneficiaries	11	507,344	11	543,590	60.8		
21 - Cmmd Off & Pub Sfty							
Active Employees	0	\$ 0	0	\$ 0	0.0	0.0	0.0
Vested Former Employees	0	0	0	0	0.0	0.0	0.0
Retirees and Beneficiaries	21	528,833	20	482,638	76.6		
Total Municipality							
Active Employees	18	\$ 1,423,915	24	\$ 1,905,227	47.0	15.0	16.1
Vested Former Employees	10	164,774	9	107,040	44.6	8.5	15.4
Retirees and Beneficiaries	58	1,729,606	52	1,471,703	69.2		
Total Participants	86		85				

¹ Annual payroll for active employees; annual deferred benefits payable for vested former employees; annual benefits being paid for retirees and beneficiaries.

² Description can be found under Miscellaneous and Technical Assumptions in the [Appendix](#).

Reported Assets (Market Value)

Table 4

Division	2017 Valuation		2016 Valuation	
	Employer and Retiree ¹	Employee ²	Employer and Retiree ¹	Employee ²
02 - Cmmd Off & Pub Sfty & Ret w/1%	\$ 8,665,954	\$ 615,220	\$ 7,467,198	\$ 1,000,315
10 - General Nonunion & AFSCME	3,751,336	181	3,511,115	178
20 - Cmmd Off & Pub Sfty Ret w/2%	5,268,355	0	5,514,871	0
21 - Cmmd Off & Pub Sfty Def&Ret no	3,650,324	0	3,324,406	0
Municipality Total	\$ 21,335,969	\$ 615,401	\$ 19,817,590	\$ 1,000,493
Combined Assets	\$21,951,370		\$20,818,083	

¹ Reserve for Employer Contributions and Benefit Payments

² Reserve for Employee Contributions

The December 31, 2017 valuation assets (actuarial value of assets) are equal to 1.011321 times the reported market value of assets (compared to 1.077095 as of December 31, 2016). The derivation of valuation assets is described, and detailed calculations of valuation assets are shown, in the [Appendix](#).

Flow of Valuation Assets

Table 5

Year Ended 12/31	Employer Contributions		Employee Contributions	Investment Income (Valuation Assets)	Benefit Payments	Employee Contribution Refunds	Net Transfers	Valuation Asset Balance
	Required	Additional						
2007	\$ 94,358		\$ 0	\$ 197,405	\$ (97,115)	\$ 0	\$ 0	\$ 2,622,886
2008	112,816		0	119,552	(128,592)	0	0	2,726,662
2009	88,287		0	108,838	(183,260)	0	0	2,740,527
2010	78,319		0	128,776	(200,823)	0	0	2,746,799
2011	89,247	\$ 0	0	129,283	(204,366)	0	0	2,760,963
2012	115,581	0	0	116,980	(222,246)	0	0	2,771,278
2013	16,105,069	0	41,566	2,602,962	(587,115)	0	208,875	21,142,635
2014	364,160	0	69,749	1,267,102	(1,124,891)	0	756,614	22,475,369
2015	378,302	0	74,509	1,033,374	(1,275,385)	(346,277)	0	22,339,892
2016	455,838	3,999	65,122	1,093,126	(1,402,509)	0	(132,415)	22,423,053
2017	441,990	99,812	55,225	1,283,762	(1,604,695)	(603,884)	104,618	22,199,881

Notes:

Transfers in and out are usually related to the transfer of participants between municipalities, and to employer and employee payments for service credit purchases (if any) that the governing body has approved.

Additional employer contributions, if any, are shown separately starting in 2011. Prior to 2011, additional contributions are combined with the required employer contributions.

The investment income column reflects the recognized investment income based on Valuation Assets. It does not reflect the market value investment return in any given year.

The Valuation Assets include assets from Surplus divisions, if any.

Actuarial Accrued Liabilities and Valuation Assets As of December 31, 2017

Table 6

Division	Actuarial Accrued Liability	Valuation Assets ¹	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
02 - Cmmd Off & Pub Sfty & Ret w/1%				
Active Employees	\$ 4,704,708	\$ 3,240,711	68.9%	\$ 1,463,997
Vested Former Employees	357,688	357,688	100.0%	0
Retirees And Beneficiaries	5,787,847	5,787,847	100.0%	0
Pending Refunds	0	0	0.0%	0
Total	\$ 10,850,243	\$ 9,386,246	86.5%	\$ 1,463,997
10 - General Nonunion & AFSCME				
Active Employees	\$ 1,077,300	\$ 867,645	80.5%	\$ 209,655
Vested Former Employees	312,424	312,424	100.0%	0
Retirees And Beneficiaries	2,613,738	2,613,738	100.0%	0
Pending Refunds	181	181	100.0%	0
Total	\$ 4,003,643	\$ 3,793,988	94.8%	\$ 209,655
20 - Cmmd Off & Pub Sfty Ret w/2%				
Active Employees	\$ 0	\$ 0	0.0%	\$ 0
Vested Former Employees	232,737	0	0.0%	232,737
Retirees And Beneficiaries	5,985,324	5,327,998	89.0%	657,326
Pending Refunds	0	0	0.0%	0
Total	\$ 6,218,061	\$ 5,327,998	85.7%	\$ 890,063
21 - Cmmd Off & Pub Sfty Def&Ret no				
Active Employees	\$ 0	\$ 0	0.0%	\$ 0
Vested Former Employees	0	0	0.0%	0
Retirees And Beneficiaries	4,386,163	3,691,649	84.2%	694,514
Pending Refunds	0	0	0.0%	0
Total	\$ 4,386,163	\$ 3,691,649	84.2%	\$ 694,514
Total Municipality				
Active Employees	\$ 5,782,008	\$ 4,108,356	71.1%	\$ 1,673,652
Vested Former Employees	902,849	670,112	74.2%	232,737
Retirees and Beneficiaries	18,773,072	17,421,232	92.8%	1,351,840
Pending Refunds	181	181	100.0%	0
Total	\$ 25,458,110	\$ 22,199,881	87.2%	\$ 3,258,229

¹ Includes both employer and employee assets.

Please see the Comments on Asset Smoothing in the Executive Summary of this report.

Actuarial Accrued Liabilities - Comparative Schedule

Table 7

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2003	\$ 2,001,073	\$ 1,922,618	96%	\$ 78,455
2004	2,301,975	2,059,834	89%	242,141
2005	2,385,419	2,219,942	93%	165,477
2006	2,698,285	2,428,238	90%	270,047
2007	2,811,638	2,622,886	93%	188,752
2008	3,259,993	2,726,662	84%	533,331
2009	3,286,926	2,740,527	83%	546,399
2010	3,409,094	2,746,799	81%	662,295
2011	3,616,515	2,760,963	76%	855,552
2012	3,554,401	2,771,278	78%	783,123
2013	20,993,925	21,142,635	101%	(148,710)
2014	23,242,891	22,475,369	97%	767,522
2015	25,392,908	22,339,892	88%	3,053,016
2016	25,195,545	22,423,053	89%	2,772,492
2017	25,458,110	22,199,881	87%	3,258,229

Notes: Actuarial assumptions were revised for the 2004, 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.
The Valuation Assets include assets from Surplus divisions, if any.

Division 02 - Cmmd Off & Pub Sfty & Ret w/1%

Table 8-02: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2013	\$ 6,819,750	\$ 7,648,648	112%	\$ (828,898)
2014	8,955,053	8,287,467	93%	667,586
2015	10,452,840	8,483,722	81%	1,969,118
2016	10,534,090	9,120,316	87%	1,413,774
2017	10,850,243	9,386,246	87%	1,463,997

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-02: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2013	19	\$ 1,548,187	\$ 12,991	5.00%
2014	19	1,612,865	\$ 26,588	5.00%
2015	18	1,633,001	\$ 35,222	5.00%
2016	16	1,387,246	\$ 26,644	5.00%
2017	11	945,376	\$ 23,609	5.00%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do **not** reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 6.

See the Benefit Provision History on page 31 for past benefit provision changes.

Division 10 - General Nonunion & AFSCME

Table 8-10: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2007	\$ 2,019,839	\$ 1,516,959	75%	\$ 502,880
2008	2,447,604	1,619,351	66%	828,253
2009	2,432,240	1,630,908	67%	801,332
2010	2,502,668	1,623,677	65%	878,991
2011	2,632,347	1,629,862	62%	1,002,485
2012	2,771,945	1,658,115	60%	1,113,830
2013	2,927,907	1,729,892	59%	1,198,015
2014	3,911,797	3,836,737	98%	75,060
2015	4,207,654	3,914,528	93%	293,126
2016	3,970,968	3,781,996	95%	188,972
2017	4,003,643	3,793,988	95%	209,655

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-10: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2007	11	\$ 619,700	14.48%	0.00%
2008	11	656,551	16.78%	0.00%
2009	9	509,407	18.36%	0.00%
2010	9	504,998	19.16%	0.00%
2011	9	512,168	20.72%	0.00%
2012	11	655,135	21.29%	0.00%
2013	11	671,265	21.96%	0.00%
2014	11	696,962	10.68%	0.00%
2015	8	524,413	\$ 6,348	0.00%
2016	8	517,981	\$ 5,849	0.00%
2017	7	478,539	\$ 5,794	0.00%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do **not** reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 6.

See the Benefit Provision History on page 31 for past benefit provision changes.

Division 20 - Cmmd Off & Pub Sfty Ret w/2%

Table 8-20: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2013	\$ 5,698,413	\$ 2,382,199	42%	\$ 3,316,214
2014	5,731,234	5,671,400	99%	59,834
2015	6,608,648	6,027,818	91%	580,830
2016	6,674,184	5,940,040	89%	734,144
2017	6,218,061	5,327,998	86%	890,063

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-20: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2013	0	\$ 0	\$ 17,906	0.00%
2014	0	0	\$ 0	0.00%
2015	0	0	\$ 3,332	0.00%
2016	0	0	\$ 5,281	0.00%
2017	0	0	\$ 6,736	0.00%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do **not** reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 6.

See the Benefit Provision History on page 31 for past benefit provision changes.

Division 21 - Cmmd Off & Pub Sfty Def&Ret no

Table 8-21: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2013	\$ 4,753,319	\$ 8,266,476	174%	\$ (3,513,157)
2014	4,644,807	4,679,765	101%	(34,958)
2015	4,123,766	3,913,824	95%	209,942
2016	4,016,303	3,580,701	89%	435,602
2017	4,386,163	3,691,649	84%	694,514

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-21: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2013	0	\$ 0	\$ 0	0.00%
2014	0	0	\$ 0	0.00%
2015	0	0	\$ 1,472	0.00%
2016	0	0	\$ 3,176	0.00%
2017	0	0	\$ 5,398	0.00%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do **not** reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 6.

See the Benefit Provision History on page 31 for past benefit provision changes.

Division 02 - Cmmd Off & Pub Sfty & Ret w/1%

Table 10-02: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2019		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Initial	12/31/2015	\$ 1,969,118	19	\$ 2,197,478	15	\$ 195,504
(Gain)/Loss	12/31/2016	(763,800)	17	(848,459)	15	(75,492)
(Gain)/Loss	12/31/2017	74,797	15	83,659	15	7,440
Total				\$ 1,432,678		\$ 127,452

¹ For each type of UAL (layer), this is the original balance as of the date the layer was established.

² According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see [Appendix](#) on MERS website).

³ This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

The unfunded accrued liability (UAL) as of December 31, 2017 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2017 valuation to take into account the expected future contributions that are based on past valuations. Each type of UAL (layer) is amortized over the appropriate period. Please see the [Appendix](#) on the MERS website for a detailed description of the amortization policy.

Division 10 - General Nonunion & AFSCME

Table 10-10: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2019		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Initial	12/31/2015	\$ 293,126	21	\$ 266,091	17	\$ 21,612
(Gain)/Loss	12/31/2016	(73,493)	19	(82,154)	17	(6,672)
(Gain)/Loss	12/31/2017	23,370	17	26,139	17	2,124
Total				\$ 210,076		\$ 17,064

¹ For each type of UAL (layer), this is the original balance as of the date the layer was established.

² According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see [Appendix](#) on MERS website).

³ This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

The unfunded accrued liability (UAL) as of December 31, 2017 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2017 valuation to take into account the expected future contributions that are based on past valuations. Each type of UAL (layer) is amortized over the appropriate period. Please see the [Appendix](#) on the MERS website for a detailed description of the amortization policy.

Division 20 - Cmmd Off & Pub Sfty Ret w/2%

Table 10-20: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2019		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Initial	12/31/2015	\$ 580,830	19	\$ 528,176	15	\$ 46,992
(Gain)/Loss	12/31/2016	222,040	17	246,649	15	21,948
(Gain)/Loss	12/31/2017	119,471	15	133,625	15	11,892
Total				\$ 908,450		\$ 80,832

¹ For each type of UAL (layer), this is the original balance as of the date the layer was established.

² According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see [Appendix](#) on MERS website).

³ This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

The unfunded accrued liability (UAL) as of December 31, 2017 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2017 valuation to take into account the expected future contributions that are based on past valuations. Each type of UAL (layer) is amortized over the appropriate period. Please see the [Appendix](#) on the MERS website for a detailed description of the amortization policy.

Division 21 - Cmmd Off & Pub Sfty Def&Ret no

Table 10-21: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2019		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Initial	12/31/2015	\$ 209,942	19	\$ 233,240	15	\$ 20,748
(Gain)/Loss	12/31/2016	209,528	17	232,754	15	20,712
(Gain)/Loss	12/31/2017	234,311	15	262,071	15	23,316
Total				\$ 728,065		\$ 64,776

¹ For each type of UAL (layer), this is the original balance as of the date the layer was established.

² According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see [Appendix](#) on MERS website).

³ This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

The unfunded accrued liability (UAL) as of December 31, 2017 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2017 valuation to take into account the expected future contributions that are based on past valuations. Each type of UAL (layer) is amortized over the appropriate period. Please see the [Appendix](#) on the MERS website for a detailed description of the amortization policy.

GASB 68 Information

The following information has been prepared to provide some of the information necessary to complete GASB Statement No. 68 disclosures. Statement 68 is effective for fiscal years beginning after June 15, 2014. Additional resources, including an Implementation Guide, are available at www.mersofmich.com.

Actuarial Valuation Date: 12/31/2017

Measurement Date of Total Pension Liability (TPL): 12/31/2017

At 12/31/2017, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits:	58
Inactive employees entitled to but not yet receiving benefits:	10
Active employees:	<u>18</u>
	86

Covered employee payroll: (Needed for Required Supplementary Information) \$ 1,423,915

Average expected remaining service lives of all employees (active and inactive): 2

Total Pension Liability as of 12/31/2016 measurement date: \$ 24,583,792

Total Pension Liability as of 12/31/2017 measurement date: \$ 24,836,496

Service Cost for the year ending on the 12/31/2017 measurement date: \$ 243,363

Change in the Total Pension Liability due to:

- Benefit changes ¹ :	\$ 0
- Differences between expected and actual experience ² :	\$ 329,825
- Changes in assumptions ² :	\$ 0

¹ A change in liability due to benefit changes is immediately recognized when calculating pension expense for the year.

² Changes in liability due to differences between actual and expected experience, and changes in assumptions, are recognized in pension expense over the average remaining service lives of all employees.

Sensitivity of the Net Pension Liability to changes in the discount rate:

	1% Decrease (7.00%)	Current Discount Rate (8.00%)	1% Increase (9.00%)
Change in Net Pension Liability as of 12/31/2017:	\$ 2,660,218	-	\$ (2,237,124)

Note: The current discount rate shown for GASB 68 purposes is higher than the MERS assumed rate of return. This is because for GASB 68 purposes, the discount rate must be gross of administrative expenses, whereas for funding purposes it is net of administrative expenses.

Benefit Provision History

The following benefit provision history is provided by MERS. Any corrections to this history or discrepancies between this information and information displayed elsewhere in the valuation report should be reported to MERS. All provisions are listed by date of adoption.

02 - Cmmnd Off & Pub Sfty & Ret w/1%

12/1/2016	Service Credit Purchase Estimates - Yes
6/1/2013	Benefit B-4 (80% max)
6/1/2013	Benefit F55 (With 10 Years of Service)
6/1/2013	Member Contribution Rate 5.00%
6/1/2013	E2 1% Comp COLA for future retirees (06/01/2013)
6/1/2013	DC Adoption Date 06-01-2013
6/1/2013	DROP+ Program - 4% Reduction
6/1/2013	Day of work defined as 12 Hours a Day for All employees.
6/1/2013	Benefit D2 Plan
6/1/2013	25 Years & Out
6/1/2013	Benefit FAC-2 (2 Year Final Average Compensation)
6/1/2013	Non Standard Compensation Definition
6/1/2013	10 Year Vesting
	Fiscal Month - July
	Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years
	Defined Benefit Normal Retirement Age - 60

10 - General Nonunion & AFSCME

12/1/2016	Service Credit Purchase Estimates - Yes
7/1/2015	DC Adoption Date 07-01-2015
12/1/2001	Benefit B-4 (80% max)
7/1/1998	Benefit FAC-3 (3 Year Final Average Compensation)
7/1/1998	10 Year Vesting
7/1/1998	Benefit B-3 (80% max)
7/1/1998	Member Contribution Rate 0.00%
	Fiscal Month - July
	Defined Benefit Normal Retirement Age - 60
	Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years

20 - Cmmnd Off & Pub Sfty Ret w/2%

12/1/2016	Service Credit Purchase Estimates - Yes
8/1/2013	E1 2% Comp COLA for past retirees (08/01/2013)
6/1/2013	Benefit FAC-3 (3 Year Final Average Compensation)
6/1/2013	6 Year Vesting
6/1/2013	Benefit B-1
	Fiscal Month - July
	Defined Benefit Normal Retirement Age - 60
	Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years

21 - Cmmd Off & Pub Sfty Def&Ret no

12/1/2016	Service Credit Purchase Estimates - Yes
6/1/2013	Benefit FAC-3 (3 Year Final Average Compensation)
6/1/2013	6 Year Vesting
6/1/2013	Benefit B-1
	Fiscal Month - July
	Defined Benefit Normal Retirement Age - 60
	Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years

Plan Provisions, Actuarial Assumptions, and Actuarial Funding Method

Details on MERS plan provisions, actuarial assumptions, and actuarial methodology can be found in the [Appendix](#). Some actuarial assumptions are specific to this municipality and its divisions. These are listed below.

Increase in Final Average Compensation

Division	FAC Increase Assumption
02 - Cmmd Off & Pub Sfty & R	0.00%
10 - General Nonunion & AFSC	1.00%

Withdrawal Rate Scaling Factor

Division	Withdrawal Rate Scaling Factor
02 - Cmmd Off & Pub Sfty & R	50%
10 - General Nonunion & AFSC	100%

Miscellaneous and Technical Assumptions

Loads – None.

Amortization Policy for Closed Divisions

Closed Division	Amortization Option
02 - Cmmd Off & Pub Sfty & R	Accelerated to 5-Year Amortization
10 - General Nonunion & AFSC	Accelerated to 15-Year Amortization
20 - Cmmd Off & Pub Sfty Ret	Accelerated to 5-Year Amortization
21 - Cmmd Off & Pub Sfty Def	Accelerated to 5-Year Amortization

Please see the [Appendix](#) on the MERS website for a detailed description of the amortization options available for closed divisions within an open municipality.

Memo

To: Chris Wilson, Village Manager

From: Thomas Meszler, Director of Public Services

Date: July 17, 2018

Re: Bid Recommendation for 2018 Concrete Road Improvement Program

Background

The Village took bids for the 2018 Concrete Road Improvement Program on July 12th at 11:00AM. This work will consist of concrete slab replacement on 13 Mile Rd. west of Evergreen in Beverly Hills and on Old Stage Rd north of 13 Mile Rd. in Bingham Farms, of which Bingham Farms will be bearing the cost for replacement.

The bids ranged from \$361,615 as the high bid by HMC, LLC Concrete Co. to a low bid of \$165,056 by Great Lakes Contracting. Great Lakes Contracting has never worked for the Village, so we did some background checking on the company and find them to be an acceptable contractor. The low bid of \$165,056 is split at \$129,155.50 for the Village of Beverly Hills and \$35,900.50 for Bingham Farms. I have contacted Bingham Farms and they find this bid acceptable. We will bill them for their share of the work as it progresses. The budget for Village of Beverly Hills' portion can be found in line item 202-451-810.

Recommendation

Administration recommends that the Village of Beverly Hills award this project to Great Lakes Contracting.

Suggested Resolution

Be it resolved that the Beverly Hills Village Council award the 2018 Concrete Road Improvement Program to Great Lakes Contracting in the amount of \$165,056 for the replacement of concrete on 13 Mile Rd. west of Evergreen and on Old Stage Rd. in the Village of Bingham Farms.

THM/klm

VILLAGE MANAGER'S REPORT
CHRIS D. WILSON
JULY 13, 2018

Water Bill Comparison – SOCWA has produced their annual comparison of water bills for all member communities. I have included a copy of their analysis for your review. Water and Sewer Billing methodology varies significantly across all communities, so to make a comparison SOCWA uses a standard of quarterly charges based upon 4,000 cubic feet of water use per quarter with a 5/8" meter. 4,000 cubic feet would equal 40 units as measured by the Village. Amongst the ten (10) communities listed in the analysis the Village has the third lowest rate at \$402.01. The rate of \$408.01 incorrectly includes a meter charge of \$6 that we no longer assess. I have notified SOCWA of the correction. The average amongst the ten communities was \$428.26. SOCWA also produced a comparison chart of the average costs per 1,000 cubic feet (10 units) based upon water consumption of 4,000, 8,000 12,000, 16,000 and 20,000 cubic feet per quarter. Again, the Village was below the average of each of these measures.

Fence Ordinance – The revised fence ordinance will take effect on July 17th. Village Administration has produced a revised application form based upon the new regulations. Village Administration has also begun the process of identifying all existing non-compliant fences and notifying those homeowners to seek permits and bring those fences into compliance.

Southfield Rd. Joint Sealing – The Village has been notified that the Road Commission for Oakland County will be performing joint and crack sealing on Southfield Road sometime between now and this fall between 12 Mile and 14 Mile. I do not have an anticipated date for this work but will share when a date becomes known.

Out of the Office – I will be out of the office on the following dates: July 19-24 and August 8-14. I will have limited email access but should be available by cell, if needed.

QUARTERLY Bill
 BASED ON
 WATER CONSUMPTION OF 4,000 CUBIC FEET
 AND SERVED THROUGH A 5/8" METER

	<u>Cost of Water</u>	<u>Meter Service Charge</u>	<u>Sewage Disposal</u>	<u>Water and Sewage Combined</u>	<u>Other</u>	<u>Total Bill</u>
<u>Municipality</u>						
Berkley	145.60	21.96	162.40		66.63	396.59
Beverly Hills	78.75	6.00	233.26		90.00	408.01
Bingham Farms	100.64	1.73	103.28			205.65
Birmingham	145.72	5.00	226.24		48.75	425.71
Clawson	109.60	38.10	288.00		34.89	470.59
Huntington Woods				514.80	17.00	531.80
Lathrup Village	157.52	7.95	326.80			492.27
Pleasant Ridge	165.00	48.90	129.12		69.33	412.35
Royal Oak	154.80	11.25	298.80			464.85
Southfield	192.12	7.26	275.36			474.74
LOW						205.65
AVERAGE						428.26
HIGH						531.80

COMBINED QUARTER

Water & Sewer Disposal Bill
(Served by 5/8"Meter)

AVERAGE COST PER 1,000 CU FT
BASED ON WATER CONSUMPTION OF:

<u>Municipality</u>	4,000 Cu Ft	8,000 Cu Ft	12,000 Cu Ft	16,000 Cu Ft	20,000 Cu Ft
Berkley	99.15	88.07	84.38	82.54	81.43
Beverly Hills	102.00	90.00	86.00	84.00	82.80
Bingham Farms	51.41	51.20	51.12	51.09	51.07
Birmingham	106.43	99.71	97.47	96.35	95.68
Clawson	117.65	108.52	105.48	103.96	103.05
Huntington Woods	132.95	130.83	130.12	129.76	129.55
Lathrup Village	123.07	122.07	121.74	121.58	121.48
Pleasant Ridge	103.09	88.31	83.38	80.92	79.44
Royal Oak	116.21	118.76	119.60	120.03	120.28
Southfield	118.69	117.78	117.48	117.32	117.23
LOW	51.41	51.20	51.12	51.09	51.07
AVERAGE	107.06	101.52	99.68	98.75	98.20
HIGH	132.95	130.83	130.12	129.76	129.55

Village of Beverly Hills
 Building & Planning
 18500 W 13 Mile Rd
 Beverly Hills, MI 48025
 Phone: (248) 646-6404 Fax: (248) 646-3703
www.villagebeverlyhills.com

****Staff Use Only****

Date Received: _____
☐ Approved ☐ Denied
☐ ZBA Hearing: _____
 Village
 Signature: _____

Application for Fence Permit			
Property Address			
Description of Fence (Including Style, Material, & Height) Must Attach Site Plan			
6ft and/or Solid Style Fencing – Additional Approval Required Check all that apply, must meet at least one criteria for consideration.	Administrative Approval	<input type="checkbox"/> Spacing between residences is less than that required by Section 22.08.090, 22.08.130 or 22.24 of the Zoning Ordinance, whichever is applicable.	<input type="checkbox"/> The subject site is adjacent to a non-single family residential land use or Zone District, or single family residential cluster development.
		<input type="checkbox"/> The subject site cannot support vegetative screening in lieu of the proposed fencing. The applicant shall provide supporting documentation of this from a licensed landscape architect or certified arborist.	<input type="checkbox"/> At least one residential parcel within 200' of the subject site on that side of the street in that block or at least one abutting residential parcel contains permitted fencing of similar height and/or opacity. *
	Planning Commission Approval **	<input type="checkbox"/> The subject site and/or an abutting parcel has an unconventional lot, yard and/or dwelling orientation (i.e., side yard adjacent to rear yard, pie-shaped lot adjacent to rectangular lot, or those with multiple parcels contiguous to a single lot line).	<input type="checkbox"/> Installation of such fencing would mitigate an essential safety and/or privacy concern.
Applicant/Contractor	Name/Company Name:		
	Address:		
	City:	State:	Zip:
	Phone:	Email:	
Property Owner <input type="checkbox"/> Same as Applicant	Name:		
	Address:		
	City:	State:	Zip:
	Phone:	Email:	
Applicant Signature	I have read and understand §22.08.150 Fence, Wall, and Privacy Screen Regulations and the definition of "Point of Observation" contained in §22.04 Definitions. I understand a Village permit does not establish compliance with any HOA bylaws or deed restrictions that may be in effect. X:		

* The applicant shall prepare a neighborhood lot study that includes a map of the study area and photograph(s) of existing fencing. An existing privacy screen as allowed in Section 22.08.150, 3. Privacy Screens shall not be used as consideration for compliance with this standard.

** The application and all required documents and materials must be submitted by the established deadline date for the next regular meeting of the Planning Commission. Submittal by deadline does not guarantee placement on the agenda. Please refer to Section 22.08.150. Note: the applicant or a representative must be present at all meetings.

Please Submit Site Plan OR Show Fence Location on ONE Site Plan Below

A – Corner Lot		B – Interior Lot	C – Corner Lot	
Street Name _____	<p><i>Rear</i></p> <div><p><i>House</i></p></div> <p><i>Front</i></p>	<p><i>Rear</i></p> <div><p><i>House</i></p></div> <p><i>Front</i></p>	<p><i>Rear</i></p> <div><p><i>House</i></p></div> <p><i>Front</i></p>	Street Name _____
	Street Name _____			

**Village of Beverly Hills
Regular Council Meeting
Tuesday, July 17, 2018**

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

INFORMATION ITEMS

- a. Public Safety Department Activity Report for the period June 28 – July 11, 2018.
- b. Oakland County Commissioner Bill Dwyer’s monthly report dated July 2018.
- c. Southfield Township Board of Trustees meeting agenda for July 10, 2018 and minutes from June 12, 2018.
- d. Minutes of a regular Zoning Board of Appeals meeting held June 11, 2018.

Beverly Hills Public Safety Activity **Report**

June 28th - July 11th 2018

Awarded Improved ISO Class 3 Rating

WHAT IS ISO?

ISO stands for Insurance Services Office. It is a third-party auditing firm that evaluated the following three areas; Public Safety Department, water resources, and dispatch communications. The audit reviewed the communications, water supply, public safety department operations, and other areas of the ISO rating program to determine the safety of a community.

WHAT DOES IT EVALUATE?

- **Public Safety Department Operations**
Evaluates department equipment, staffing, training, community outreach and education as well as efficient deployment of first response agencies.
- **Public Safety Department Communications**
Reviews dispatch and telecommunication technologies for departments to warrant quick reporting and quick response time.
- **Water Supply**
Tests the water system and hydrants to ensure adequate water supply.

WHY IT'S IMPORTANT TO YOU?

Beverly Hills residents and businesses could see a decrease in insurance premiums. Property owners are encouraged to contact their insurance providers and advise their representatives of the new ISO classification.

- On Friday, June 29, Gov. Rick Snyder signed a law requiring drivers to give bicyclists at least 3 feet of space when passing them on the road. House Bill 4265 was introduced by Rep. Holly Hughes (R-Dist. 91) in February and was passed by the House in March and by the Senate in June. "Many Michiganders enjoy activities like bicycling, but these activities can leave them vulnerable to vehicles sharing the road," Snyder said. "Drivers must exercise caution and maintain awareness

around vulnerable roadway users.” The change amends the Michigan Vehicle Code to require the driver of a vehicle when passing a bicycle in the same direction to pass 3 feet to the left of the bicycle. If 3 feet of space is impractical, then the driver must pass at a safe distance to the left at a safe speed. They also require driver’s education curriculum to include at least one hour of class time on motorcycles, bicycles, pedestrians and other “vulnerable roadway users.” The bills are now Public Acts 277, 279 and 280 of 2018. The bill, also called the Safe Passing Bill, states, “If it is impracticable to pass the bicycle at a distance of 3 feet to the left at a safe distance to the left of that bicycle at a safe speed, and when safely clear of the overtaken bicycle shall take up a position as near the right-hand edge of the main traveled portion of the highway as it practicable.” Sponsors of this bill hope it will decrease bicyclist deaths in the state. Michigan bicyclist deaths increased 15 percent in 2016, according to the Michigan Office of Highway Safety Planning. In 2014, there were 21 fatalities, which rose to 33 in 2015 and to 38 in 2016. Hughes said 39 other states have some type of law about motorists passing cyclists with a distance identified. “It’s basically for the safety of the kids and families, the general bike riders, to have some kind of distance named so people pay attention to people on bikes,” Hughes said. Representatives Joe Graves (R-Dist. 51) and Hank Vaupel (R-Dist. 47) voted in favor of the bill. A person who violates this law is guilty of a civil infraction, which can incur a fine. The law goes into effect Aug.1, 2019.

PUBLIC SAFETY OPERATIONS

- 239 Calls for Service.
- 14 Arrests.
- 126 Tickets issued.
- Motor Carrier Enforcement.
- 4 Walk in PBTs.
- 6 Prescription pill drop offs.
- Vacation checks.
- Car Seat checks.
- 2 Prisoner transports to and from the Birmingham Police Department.
- Walk in Gun Permits issued.
- 5 Medicals on 13 Mile Rd.
- Fire Alarm on 13 Mile Rd.
- Alarm on 13 Mile Rd.
- 2 Suspicious Persons complaints on Southfield.
- 4 Suspicious Persons complaints on 13 Mile Rd.
- Suspicious Circumstance complaint on 13 Mile Rd.
- Odor Investigation on Southfield.
- Animal complaint on Lahser.
- Abandon Auto complaint on Lahser.
- Traffic Accident on Lahser.
- Lift Assist on 13 Mile.

- 3 Motorist Assists on 13 Mile Rd.
- 2 Welfare Checks on 14 Mile Rd.
- Motorist Assist on 14 Mile Rd.
- 2 Motorist Assist on Southfield Rd.
- 2 Citizen Assists on 13 Mile Rd.
- Welfare Check on 13 Mile Rd.
- Alarm on Southfield Rd.
- Traffic Accident on Southfield.
- Citizen Assist on Plantation
- Motorist Assist on S. Waltham.
- Carbon Monoxide Alarm on Wilshire.
- Alarm on Reedmere.
- Animal complaint on Orchard.
- 2 Traffic Accidents on Buckingham.
- Animal complaint on Old Pond.
- Officers stopped a vehicle for a traffic violation on 13 Mile. The driver was operating on a suspended license and had a warrant for his arrest. The driver was arrested without incident.
- Fireworks complaint on Glencoe.
- Neighbor Trouble on E. Rutland.
- Officers stopped a vehicle for a traffic violation on 13 Mile. The driver was operating on a suspended license and had several warrants for his arrest. The driver was arrested without incident.
- Welfare Check on Dunblaine.
- Vehicle Lockout on Evergreen.
- Damage to Property on 13 Mile.
- Solicitor complaint on Madison.
- Medical on Normandale.
- Vehicle Lockout on Southfield.
- Suspicious Persons complaint on Lahser.
- Officers stopped a vehicle on Southfield for a traffic violation. The driver was operating on a suspended license and had several warrants for his arrest. The driver was arrested without incident.
- 2 Alarms on Amherst.
- Medical on Breezewood Ct.
- Fireworks complaint on Bellvine Trail.
- Assist Birmingham Police with a larceny complaint.
- Alarm on Riverside.
- Medical on Churchill.
- Open Burn complaint on Madoline.
- Welfare Check on Vernon.
- Neighbor Trouble on 13 Mile Rd.
- Medical on Riverside.

- Officers stopped a vehicle on 13 Mile for an ordinance violation. The driver was operating on a suspended license. The driver also had warrants for his arrest. The driver was arrested without incident.
- Officers stopped a vehicle on 13 Mile for a traffic violation. The driver was operating on a suspended license. The driver also had several warrants for her arrest. The driver was arrested without incident.
- Officers stopped a vehicle on 13 Mile for a traffic violation. The driver was operating on a suspended license. The driver was arrested without incident.
- Alarm on Chelton.
- Juvenile complaint on Smallwood.
- Assist Code Enforcement on Kinross.
- Road Hazard on Southfield Rd.
- Welfare Check on Birwood.
- Noise complaint on Huntley Sq. E.
- Medical on Sylvan.
- Found Property on 13 Mile Rd.
- Public Relations on Metamora.
- Public Relations on Georgetown.
- Animal complaint on Beverly.
- 2 Fire Alarms on 14 Mile Rd.
- Welfare Check on Southfield Rd.
- Officers stopped a vehicle on Lahser for a traffic violation. The driver was operating on a suspended license. The passenger had a warrant for his arrest. Both were arrested without incident.
- Citizen Assist on Norwood.
- Medical on Charrington.
- Solicitor complaint on Bellvine.
- Suspicious Persons complaint on Amherst.
- Officers stopped a vehicle on Lahser for a traffic violation. The driver was operating on a suspended license. The driver was arrested without incident.
- Welfare Check on Huntley Square E.
- Citizen Assist Shagbark.
- Fire Alarm on Normandale.
- Suspicious Persons complaint on Buckingham.
- Suspicious Persons complaint on Greenfield.
- Fireworks complaint on Bellvine Trail.
- Noise complaint on Auburn.
- Citizen Assist complaint on Village Pines.
- Fire Alarm on 14 Mile Rd.
- Fire Alarm on Kinross.
- Medical on E. Rutland.
- Animal complaint on Norchester.

- Citizen Assist on Buckingham.
- Officers stopped a vehicle on 13 Mile for a traffic violation. The driver gave false information to officers because she was wanted by several law enforcement agencies. She was arrested without incident.
- Fireworks complaint on Beechwood.
- Noise complaint on Weston.
- Fireworks complaint on Stellamar.
- Fireworks complaint on Woodhaven.
- Suspicious Persons complaint on Sheridan.
- Assist Royal Oak Fire Department with a medical on 13 Mile Rd.
- Medical on Birwood.
- Assist Franklin Police with a larceny on 13 Mile Rd.
- Medical on Pierce.
- Medical on Bedford.
- Larceny complaint on 13 Mile Rd.
- Assist DPW on Riverbank.
- Suspicious Person complaint on Lahser.
- Odor Investigation on Riverbank.
- Fireworks complaint on 13 Mile Rd.
- Suspicious Persons complaint on Metamora.
- Fire Alarm on 14 Mile Rd.
- Medical on Huntley Square E.
- Alarm on Mayfair.
- Vehicle Lockout on Southfield.
- Reckless Driving complaint on Beaconsfield.
- Alarm on Nottingham.
- Fraud complaint on Beechwood.
- Suspicious Persons complaint on Pierce.
- Suspicious Circumstance complaint on Westlady.
- Suspicious Persons complaint on Huntley Square N.
- Medical on Bellvine.
- Officers investigating a suspicious vehicle on Bellvine Trail found the occupants were in possession of marijuana without a medical card. Both occupants were arrested without incident.
- Alarm on E. Rutland.
- Assist CPS on Lauderdale.
- Fraud complaint on Kirkshire.
- Traffic complaint on Birwood.
- Alarm on 14 Mile Rd.
- Traffic Accident on Pierce.
- Suspicious Circumstance complaint on Beechwood.
- Officers stopped a vehicle on Lahser for a traffic violation. The driver was operating on a suspended license and had multiple warrants for his arrest. The driver was arrested without incident.

- Officers stopped a vehicle on Southfield for a traffic violation. The driver was operating on a suspended license. The driver was arrested without incident.
- Assist Franklin-Bingham Farms Police with a suspicious circumstance complaint.
- Traffic Accident on Bedford.
- Assist Royal Oak Fire Department with a medical on 13 Mile Rd.
- Reckless Driving complaint on 14 Mile Rd.
- Alarm on White Oaks.
- Abandon Auto complaint on Saxon.
- Abandon Auto complaint on Huntley Square E.
- Suspicious Persons complaint on Hampton.
- Alarm on Woodhaven.

INVESTIGATION BUREAU

- CFS Closed and Reviewed – 240.
- Reviewed 26 case reports for a disposition.
- Followed up and reviewed cases, of which 9 were closed.
- 9 Cases were assigned.
- 7 Reports written on current cases.
- 15 Current active investigations.
- 46th District Court Traffic Conference.
- Case dispositions obtained and property set to be returned to owner or destroyed.
- Issued retail fraud violation for an investigation at Bed Bath Beyond.
- Submitted a warrant request to the county on a Larceny incident at Bed Bath Beyond.
- Submitted a warrant request to the county on a FTD Financial Transaction Device investigation.
- Prepared evidence for a FOIA request on a theft incident.
- Assisted with road patrol and desk supervision.
- Submitted CCH revisions to the State.
- Active investigation for a UDAA complaint - vehicle recovered and investigation ongoing.
- Assist Farmington PD Connecticut with an identity theft complaint.
- BYA referral on two youths for an investigation.
- Transported court packet and picked up property/evidence from County.
- Responded to fire alarm and other fire related calls to assist road patrol.

FIRE PREVENTION BUREAU

- Annual Ladder Testing.
- Review ISO report.
- 40 Fire/EMS calls reviewed.
- Platoon 2 Road Patrol Supervisor – 6/28/2018 - 7/11/2018.
- 22055 Fourteen Mile – Final Fire Alarm Test.
- Upload June 2018 NFIRS Data to FEMA.
- Review Change Order for Class A Pumper.
- Attend Training Coordinators Planning Session – SOAAFA.
- Meet w/Birmingham Fire Administration regarding Box Alarm Card Deployment.

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:

Oakland County Parks suggests putting on your walking shoes and join in on the Trail Blazer Walking Series. The series is open to the public and visitors hike through different parks on summer evenings. Beginning July 10th, the program will feature one-mile hikes led by Oakland County Parks and Recreation staff who will discuss unique park facts throughout the walk. Held each Tuesday for six weeks beginning at 7 p.m., the walk schedule includes:

- July 10 – Addison Oaks, 1480 West Romeo Road, Leonard, Learn about invasive species and other ecological features in the area
- July 17 – Waterford Oaks, 1702 Scott Lake Road, Waterford, Learn about bluebirds and other animals in the area
- July 24 – Catalpa Oaks, 27725 Greenfield Road, Southfield, Discover historical tidbits about the Catalpa Oaks community
- July 31 – Lyon Oaks, 52251 Pontiac Trail, Wixom, Learn about invasive species and other ecological features in the area
- Aug. 7 – Independence Oaks, 9501 Sashabaw Road, Clarkston; Join a naturalist on a hike around Crooked Lake
- Aug. 14 – Red Oaks Nature Center, 30300 Hales St., Madison Heights, Explore the Sensory Trail

The programs are free. Park entry fee is required at Addison Oaks, Lyon Oaks, Independence Oaks and Red Oaks county parks. The fee at each park is \$5 or an annual vehicle permit is available for \$30 and is good at all Oakland County Parks. Walkers are urged to bring bug spray and a refillable water bottle. For more information on the Trail Blazer Walking Series or on other events, visit OaklandCountyParks.com.

Health:

Heat-Related Illness

What is Heat-Related Illness?

In extreme heat and high humidity, sweat evaporation is slowed, and the body must work extra hard to keep a normal temperature. Heat can cause illness or even death when the body cannot cool off. Most heat illnesses occur when someone is overexposed to heat or over-exercised for their physical condition or age. Heat-related illness includes heat rash, heat cramps, heat stroke, heat exhaustion, heat edema (swelling), and heat syncope (fainting).

Who's at highest risk for Heat-Related Illness?

- Individuals 65 years of age or older
- Children younger than two
- People with chronic disease
- People with mental illness

What are the symptoms of Heat-Related Illness?

Muscle cramping might be the first sign of heat-related illness and may lead to heat exhaustion or stroke.

July 2018

- Heat Exhaustion
 - Heavy sweating
 - Weakness
 - Cold, pale, and clammy skin
 - Fast, weak pulse
 - Nausea or vomiting
 - Fainting
- Heat Stroke
 - High body temperature (above 103 degrees F)
 - Hot, red, dry, or moist skin
 - Rapid and strong pulse
 - Possible unconsciousness
- Other symptoms of heat-related illness may include:
 - Painful spasms in legs or abdominal muscles
 - Swelling in the legs or hands
 - Heat rash

What should I do if I notice symptoms?

- Heat Exhaustion
 - Move to a cooler location
 - Lie down and loosen clothing
 - Apply cool, wet cloths to your body
 - Take small sips of water
 - If vomiting occurred and continues, seek medical attention immediately
- Heat Stroke
 - Call 911 immediately
 - Move person to a cooler environment
 - Reduce the person's body temperature with cool cloths or a bath
 - Do NOT give fluids

How do I prevent Heat Related-Illness?

- Stay in the air-conditioning as much as possible
- Drink plenty of fluids even if you don't feel thirsty, especially while exercising or working outside
- Limit outdoor activity, especially midday when the sun is the hottest
- Avoid alcohol or liquids containing a lot of sugar & caffeine
- Heat Stroke
 - Wear loose, lightweight, & light-colored clothing
 - Wear & reapply sunscreen
 - Take cold showers or baths to cool down
 - Check on a friend or neighbor who is at risk twice a day
 - Never leave children or pets in the car
 - Check the local news for health & safety updates

What extra precautions should athletes take?

- Schedule workouts or practice early or later in the day when the temperature is cooler
- Monitor each teammate and their condition
- Drink two to four cups of water every hour
- If a teammate has symptoms of heat-related illness, seek medical attention immediately

AGENDA
SOUTHFIELD TOWNSHIP BOARD
OF TRUSTEES MEETING
TOWNSHIP HALL
TUESDAY, JULY 10, 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- Schmitt
5. Approval of Agenda- Schmitt
6. Discussion and Possible Approval of June 12, 2018 Regular Board Meeting Minutes- Schmitt
7. Public Hearing for Police and Fire Special Assessment Districts- Schmitt
8. Discussion and Possible Approval of Resolution to Adopt Special Assessment District for Police and Fire Protection by the Village of Beverly Hills for 2018-2019- Schmitt
9. Discussion and Possible Approval of Resolution to Adopt Special Assessment District for Fire Services by the Bingham/Franklin Volunteer Fire Department for 2018-2019- Schmitt
10. Discussion and Possible Approval of Resolution to Adopt Special Assessment District for Police Services by the Village of Franklin for 2018-2019- Schmitt
11. Discussion and Possible Approval of Resolution to Assess 3% Tax Penalty for the 2018 Tax Year- Mooney
12. Discussion and Possible Approval of June Expenditures- Nelson

13. Comments from the Audience

14. 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 JUNE 12, 2018**

Supervisor Schmitt called the meeting to order at 7:30 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
Rana Emmons, Auditor

Supervisor's Report

Schmitt thank Trustee Nelson for planting the flowers at the Township Hall and for attending his last South Eastern Oakland County Water Authority meeting which will be tomorrow morning.

Cook inquired as to what type of flowering tree was in bloom in the back of the Township.

Schmitt responded it is a Chinese White Dogwood.

Clerk's Report

Tischler noted 811 dog licenses have been purchased compared to 802 last year and 38 cat licenses have been issued compared to 60 last year.

Tischler mentioned seventeen merchants of nineteen have submitted their merchant license information.

Tischler advised that Voter Registration Day at Groves High School and Seaholm was successful with over fifty students registering to vote with a majority filling out the necessary application in order to receive an absentee ballot for the upcoming elections.

Tischler noted the necessary maintenance on the Township Hall is continuing with the trimming of shrub's, weeding of the landscaping beds and the planting of annuals by Trustee Nelson. The air conditioning and furnace units have also been inspected.

Tischler stated a copy of the sign ordinance with all the requested changes was provided with board packets and noted that if any corrections or changes do not appear, note it on the copy and return it.

Tischler advised the Board on the updated version of the Qualified Voter File and explained all of the issues that are being encountered with issuing absent voter ballots.

Treasurer's Report

We have received tax rates for summer, 2018. Overall millage rates are down from last year but with the increase of 2.1% in taxable value we should see a slight decrease in taxes.

Mooney mentioned the following Legislative Updates:

1. Disabled Veterans Exemption: There hasn't been much movement there is still optimism that it will become a tax credit instead of a local loss of revenue.
2. There is also proposed legislation for comprehensive Assessing and Board of Review Reform. Essentially, there is an opinion that greater assessing expertise is necessary which would require specific quality standards and possibly regionalizing Boards of Review. On the assessing side, it wouldn't impact us much because we contract with the County which is considered regionalized. No one is sure what impact this will have on local Boards. MTA has expressed concerns with this bill and is paying close attention.

Mooney attended a one-day conference at Oakland Schools by G2G Marketplace. The primary focus was on technology but there were some interesting sessions on cyber security.

PUBLIC COMMENTS ON ITEMS NOT CONTAINED ON THE PUBLISHED AGENDA:

No one wished to be heard.

APPROVAL OF AGENDA:

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

Motion carried unanimously.

APPROVAL OF MAY 8, 2018 REGULAR MEETING MINUTES:

Mooney noted on page 2, under Treasurer's report, third paragraph down, last sentence after "\$5,978.00", strike "this will be" and insert "which is". Mooney added the fourth paragraph down, last line after "agreement" insert "unless the Board recommends we purchase the maintenance agreement beyond the first year."

Motion by O'Reilly, supported by Cook the May 8, 2018 minutes be approved as amended.

Motion carried unanimously.

RESOLUTION HONORING ROBERT WALSH:

Resolved by Tischler, supported by Schmitt to adopt the following resolution:

SOUTHFIELD TOWNSHIP
RESOLUTION HONORING ROBERT WALSH

WHEREAS, Robert (Bob) Walsh was appointed to the Township's Planning Commission/Zoning Board in January 2004 and served until his election to the Township Board in November, 2004 and

WHEREAS, Bob served as Trustee until November of 2016 handling all of the items affecting the residents of the Township with due diligence and research with a common-sense approach to his decision-making process, and

WHEREAS, Bob also served on the Township's Compensation Committee reviewing employee and elected officials progress in their job descriptions and suggesting compensation equivalent to their performance, and

WHEREAS, Bob, as Trustee, was charged with the task of reviewing Township finances on a monthly basis by reviewing each and every voucher and check written to insure Township funds were being spent as authorized by the Township Board, and

WHEREAS, Bob was appointed to serve as a representative to the Southeastern Eastern Oakland County Water Authority on behalf of Township residents in February of 2011 until June of 2018, and

WHEREAS, Bob's community service extended beyond the Township to the Village of Beverly Hills where he and Gladys have resided since 1975, and

WHEREAS, Bob served on the Village Planning Board from July 1977 to March 1984 and was elected to Village Council and served from March 1984 to 1986 where he was Council liaison to SEMCOG, Oakland County, Beverly Hills Public Safety Retirement Board and an alternate to the Village Finance Committee, Zoning Board, and

WHEREAS, Bob was again elected to Village Council for a term from March 1998 to March 2002 where his assignment was Infrastructure Chairperson,

NOW THEREFORE, BE IT RESOLVED, that the Southfield Township Board of Trustees does hereby express its appreciation and sincere gratitude and thanks for the hours given to community projects on behalf of the residents of Southfield Township for his commitment to Community Service, his personal friendship, his willingness to serve and dedication to community involvement, and

BE IT FURTHER RESOLVED that the Board of Trustees extends best wishes for continued good health and a happy retirement from government involvement other than voting.

ROLL CALL:

Ayes: Tischler, Mooney, Cook, Nelson, O'Reilly, Scarcello and Schmitt

Nays: None

Absent: None

PRESENTATION OF AUDIT, RECEIVE AND FILE:

Schmitt introduced Rana Emmons, Auditor from PSLZ LLP. Emmons presented the Southfield Township Audit for fiscal year ending March 31, 2018. Emmons noted the following:

- Southfield Township is in good standing which is unmodified opinion, the highest level.
- Taxable values were up 3.4% this year and the millage rate remained unchanged which equates to \$20,000 more this year than the prior year in property tax revenues.
- Interest income is up this year. Southfield Township is 100% insured and our Treasurer has been investing and maximizing the CD rates.
- Expenditures; If comparing fiscal year 2017 to fiscal year 2018 the operating expenditures were about the same. In Fiscal year 2017 the Township had more Election expenses and in Fiscal year 2018 the Township had more capital expenses.
- The Township came in under budget by \$56,000.00 in the general fund expenditures and added \$22,374 to the General Fund Balance.
- Next year projection will use up approximately \$93,000.00 of the General Fund Balance if everything is spent as budgeted.
- Post-Retiree Healthcare plan at MERS which is an asset to the Township.
- Changes are being made in reporting on some of the Post-Retiree Health plans so if changes are being considered this would be a good year to do it.

Emmons answered all questions.

Schmitt thanked Emmons for her presentation.

Motion by Mooney, supported by O'Reilly, to receive and file the March 31, 2018 Township Audit Report.

Motion carried unanimously.

DISCUSSION AND POSSIBLE APPROVAL OF SETTING PUBLIC HEARING DATE FOR POLICE AND FIRE SPECIAL ASSESSMENT DISTRICTS:

Resolved by Mooney, seconded by Nelson, that the following resolution be adopted:

BE IT RESOLVED that the Southfield Township Board of Trustees will hold a Public Hearing on July 10, 2018 at the Township Hall located at 18550 West Thirteen Mile Road, Southfield Township, Michigan at 7:30 p.m. for the purpose of spreading a Special Assessment for police and fire protection for Township Only parcels.

ROLL CALL:

Ayes: Mooney, Cook, Nelson, O'Reilly, Scarcello, Schmitt, Tischler
Nays: None
Absent: None

DISCUSSION AND POSSIBLE APPROVAL OF MTA DUES:

Tischler reviewed the invoice from the Michigan Townships Association for membership noting the services provided. Funding of \$6,600.00 has been allocated in line item# 101-100-803.000 in the budget for this expense. The invoice includes a voluntary contribution to the legal defense fund.

Tischler noted last year the Board approved \$6,542.00 which included the legal defense fund contribution. Payment of that fee is at the discretion of the Board.

Tischler opened the floor for discussion. After general discussion, it was the consensus of the Board to approve MTA dues including the voluntary defense contribution.

Resolved by Mooney, supported by Cook, to approve payment of Michigan Townships Association dues, including voluntary legal fund contribution from 7/1/18- 6/30/19 in the amount of \$6,738.26.

ROLL CALL:

Ayes: Cook, Nelson, O'Reilly, Scarcello, Schmitt, Tischler, Mooney
Nays: None
Absent: None

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION SETTING 2019 BOARD OF TRUSTEES MEETING DATES:

Schmitt opened the floor for discussion.

After general discussion, it was the consensus of the Board to make the following changes and approve the following 2019 Meeting Dates:

Resolved by Mooney, seconded by Schmitt, the following Resolution be adopted:

BE IT RESOLVED the Southfield Township Board of Trustees will meet on the second Tuesday of the months listed below at 7:00 p.m. at the Township Hall located at 18550 West Thirteen Mile Road, Southfield Township, Michigan. The dates are as follows:

January	8**	May	14	September	10
February	(no meeting)	June	11	October	8
March	12	July	9	November	(no meeting)
April	9	August	(no meeting)	December	10

* Any Special Meetings will be posted and noticed as required by law.

** Additionally, the January 8th meeting will begin at 7:00 p.m.

ROLL CALL:

Ayes: Nelson, O'Reilly, Scarcello, Schmitt, Tischler, Mooney, Cook
Nays: None
Absent: None

RESOLUTION DECLARED ADOPTED.

DISCUSSION AND POSSIBLE APPROVAL OF MAY EXPENDITURES:

Motion by Nelson, supported by Scarcello, to approve the May expenditures as follows:

101 General Fund	\$	40,261.60
703 Tax Fund	\$	<u>0</u>
Total	\$	40,261.60

Motion carried unanimously.

COMMENTS FROM THE AUDIENCE:

No one wished to be heard.

COMMENTS FROM THE BOARD:

Nelson commented he will plant daffodil and tulip bulbs in the fall.

Nelson commented he spoke with Dave Weber, Animal Control Officer, regarding a chip reader and feels it would be beneficial for the Township to purchase one.

Meeting adjourned 8:13 p.m.

Phillip Schmitt, Supervisor

Sharon Tischler, Clerk

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

REGULAR ZONING BOARD OF APPEALS MEETING MINUTES – JUNE 11, 2018 – PAGE 1

Present: Vice-Chairperson Raeder; Members: Crossen, Maxwell, Mitchell, and Verdi-Hus;
Alternates: Crawford and Gennari

Absent: Chairperson Tillman; Members: Donnelly, Gatowski, and Lepidi

Also Present: Planning and Zoning Administrator, Saur

Zoning Board Vice-Chairperson Raeder called the regular Zoning Board of Appeals meeting to order at 7:30 p.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

REVIEW AND CONSIDER APPROVAL OF MINUTES OF A REGULAR ZONING BOARD MEETING HELD APRIL 9, 2018

Motion by Mitchell, second by Crawford, that the minutes of a regular Zoning Board of Appeals meeting held April 9, 2018 be approved.

Motion passed.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Thomas F. Aylward, Amherst, expressed frustration that he was required to remove his fence, and has seen illegal fences erected at other homes.

Cynthia Nagle, Kirkshire, spoke representing the Concerned Owners of Kirkshire. They are concerned about new development, existing drainage problems, and maintaining the aesthetic of the neighborhood. She referenced the Vision and Goals for the Village of Beverly Hills in the Master Plan and what that looks like for the future of her neighborhood.

Raeder explained the responsibilities of the Zoning Board of Appeals and outlined the statutory requirements for demonstrating a practical difficulty for a petitioner to be granted a dimensional variance.

CASE NO. 1345

Petitioner: Rick Merlini, Live Well Custom Homes, 433 N. Washington, Royal Oak, MI 48067

Property: 16276 Kirkshire

Village Ordinance: 22.08.130 Minimum Separation Residential Zone District R-3 requires minimum of 15 feet of separation between buildings on abutting parcels.

22.08.100 Accessory Buildings, Structures, and Uses in Residential Zone Districts All Residential Zone Districts require a minimum 5 foot setback for detached accessory buildings.

Deviation Requested: To build a two-story home that will be 12.8 feet from the existing house to the west and to build a detached garage that will be 3 feet from the side lot line to the west.

Saur explained that petitioner Rick Merlini, is seeking a variance from requirements of Chapter 22, Section 22.08.130 and Section 22.08.100 to build a two-story house and detached garage. The property is zoned R-3, Single Family Residential. Village Ordinance, Chapter 22, Section

22.08.130 Minimum Separation requires 15 feet between buildings on abutting parcels. Section 22.08.100 Accessory Buildings, Structures, and Uses in Residential Zone Districts requires setback of 5 feet from side lot line for a detached accessory building. The petitioner is seeking to build a two-story home that will be 12.8 feet from the house to the west and to build a detached garage that will be 3 feet from the west, side lot line.

The property is in the R-3 Zone District which is the area of greatest density in the Village and the subject lot is 40 feet wide. The proposed home will meet or exceed setback requirements for the lot and meets separation requirements on the east side of the property. The petitioner is proposing a side setback of 10+ feet on the west side of the property. However, the existing house on the lot to the west of the petitioner's property is nonconforming and is 2.8 feet from the lot line at the closest point. If this nonconformity did not exist, the petitioner would meet separation requirements. The proposed detached garage will be 3 feet from the side lot line on the west. Similar requests have been put forth in this area of the Village due to the narrow lots and navigability of garage entrance.

The proposed house and garage otherwise meet Zoning Ordinance requirements. The survey showing the proposed buildings, petition form, and floor plans and elevations for the proposed house was provided to the Board.

Merlini explained that his request for the 3 foot variance for the garage is for ease of ingress and egress of a second car in the garage. He conceded that it was not a necessary request and agreed to remove the variance related to 22.08.100 Accessory Buildings, Structures, and Uses in Residential Zone Districts from the petition.

Pamela Tennant, Kirkshire, expressed concern related to the basement excavation and how it could disrupt the foundation of their home.

The following residents spoke opposed to the garage variance requested;

Michael Forberg, Kirkshire

Kay Michael, Kirkshire

The following residents spoke opposed to the minimum spacing variance requested;

Therese Caroselli, Kirkshire

Joh Davis, Kirkshire

Pamela Tenant, Kirkshire

Cynthia Nagle, Kirkshire

Emails from Jan Corning, Kirkshire, who is opposed; and Jeffrey Nowak, Kirkshire in support of the home, were submitted.

Raeder explained that many homes on this block of Kirkshire were originally built closer to the lot lines due to inaccurate surveys as well as different zoning requirements in-place at time of construction.

Both Raeder and Crawford suggested that residents approach the Village Council related to infrastructure concerns.

Crossen reiterated that the existing house on the lot to the west of the petitioner's property is nonconforming and is 2.8 feet from the lot line at the closest point. If this nonconformity did not exist, the petitioner would meet separation requirements.

Motion by Maxwell, second by Mitchell, that the Zoning Board of Appeals grants a variance from the requirements of Section 22.08.130 to allow the petitioner to build a two-story home that will be no closer than 12.8 feet from west, side lot line due to practical difficulties of the location of the non-conforming home located to the west of the property.

Roll Call Vote:

Maxwell	- no
Mitchell	- yes
Raeder	- yes
Verdi-Hus	- yes
Crawford	- yes
Gennari	- yes
Crossen	- yes

Motion passed (6-1).

CASE NO. 1346

Petitioner: John Carroll, Araneae Inc, 28785 Haas Rd, Wixom 48393

Property: 31005 Greenfield Rd, Valvoline

Village Ordinance: 22.32.110 Permanent Business Sign Standard Wall signs shall not exceed 30 square feet. Businesses with two street frontages are allowed two identical principal wall signs.

Deviation Requested: To install three, non-identical wall signs that will be 106.5 square feet, 48 square feet, and 54.75 square feet.

Saur explained that petitioner John Carroll, is seeking a variance from requirements of Section 22.32.110 to install three new wall signs that exceed the allowable square footage per sign and the number of wall signs permitted.

The property is zoned B, Business. Village Ordinance, Chapter 22, Section 22.32.110 Permanent Business Sign Standards limits wall signs to 30 square feet. The petitioner seeks to remove three existing nonconforming wall signs and install new wall signs in same locations. The last permit record for permanent signage at this property is 1987, at which time the signs were in compliance with the ordinance standards.

The two existing front (Greenfield Rd) wall signs are 106.5 square feet and 48 square feet. The proposed signs would be the same square footage and be in compliance with the illumination standards. The existing side (13 Mile Rd) wall sign is 32 square feet and internally illuminated. The proposed sign would be 54.75 square feet and brought into compliance with the illumination standards.

The proposed total wall sign square footage permitted on this site is 60 square feet (30 square feet per sign) and the petitioner is requesting total wall sign square footage of 209.25 square feet. Additionally, the site also has an existing nonconforming 64 square foot pole sign which will remain and bring total signage on site to cumulative of 273.25 square feet. The petitioner is permitted two, identical wall signs because the business has two street frontages. The proposed wall signs are not identical and the petitioner is requesting three total wall signs.

Per Section 22.32.010 Purpose and Intent, part of the stated intent of the Village's sign ordinance is to discourage visual competition among businesses. Administration reviewed abutting businesses existing wall signs. The business to the west has a compliant 29.5 square foot ground sign and no wall signage. The business to the north has existing nonconforming signage which exceeds total allowable square footage at approximately 130 square feet of cumulative signage including the wall and pole sign. The businesses farther north have wall signage that does not exceed 30 square feet per sign.

Section 22.32.120 Nonconforming Signs, paragraph (4) Intent states that "it is the intent of this Section to encourage eventual elimination of signs that may, as a result of the adoption of this Section, become nonconforming over a period of time." The applicant has the right to retain the existing nonconforming sign, but removal and installation of a new sign could be viewed as contrary to the intent of the Village sign regulations.

Procedurally, if granted a variance, the sign permit application would still require approval by the Planning Commission. The petition form, sign permit applications, photos of existing signage and renderings of proposed signage were provided to the Board.

There was discussion related to the sign area over the front entrance. However, the Board was not inclined to approve the signs as submitted without modifications to the size given the lack of practical difficulty demonstrated.

Carroll, petitioner, explained that the signage is part of a national rebranding campaign and is a corporate request.

The petitioner requested to table their case to redesign the signage for a lesser variance from the ordinance square footage requirements.

Motion by Crossen, second by Crawford, that the Zoning Board of Appeals postpones all discussion on Case #1346 to the next meeting.

Motion passed.

CASE NO. 1347

Petitioner: Ian and Anne Perry

Property: 16239 Marguerite

Village Ordinance: 22.24.010 (a) Front Open Space Residential Zone District R-2B requires front open space to be not less than the average front open space of existing homes within 200 feet on the same side of the street.

Deviation Requested: To build a second story addition and attached garage to the existing home that will be 25 feet from the front lot line where the average front open space is 38 feet

Petitioners Ian and Anne Perry, 16239 Marguerite, are seeking a variance from requirements of Chapter 22, Section 22.24.010 (a) to build a second story addition and an attached garage onto their existing home.

The property is zoned R-2B, Single Family Residential. Village Ordinance, Chapter 22, Section 22.24.010 (a) Front Open Space requires front open space to be not less than the average front open space of existing homes within 200 feet on the same side of the street. The petitioners are seeking to build a second story addition and attached garage that will be 25 feet from the front lot line where the average open space is calculated at 38 feet.

The petitioners are proposing to renovate the interior including converting the existing attached garage into living space, to add an attached garage to the front of the home, and to add a second story over the existing home and new garage. The existing home is in conformance with the ordinance requirements for front open space at 45 feet from the front lot line. The neighboring homes are as close as 34 feet from the front lot line. Due to the curve of the roadway, the front open space on every lot in this area is variable.

The proposed house and garage otherwise meet Zoning Ordinance requirements. The petition form, site plan, floor plans, and elevations were provided to the Board.

Richard Bruder, was in attendance representing the petitioners. He explained that the curve of the street created the cause for non-compliance and the need for the variance. Because of the curve, the structure would not protrude into the neighbors' line of vision. The proposed location is the only feasible location for the new garage. An addition on the rear of the home would require the removal of excessive plant and trees, as well as block the open windows across the family room located there.

An email from Alinda Wasner, Marguerite, in opposition of the variance, was submitted.

The Board expressed concern that by extending the garage out in front does not maintain the aesthetics of the neighborhood and that it would shorten the driveway which combined with the curve of the street creates a higher risk of accidents. They would like more consideration given to other locations for the garage.

Bruder requested to table the case until the petitioners were able to further review their plans and attend the meeting.

Motion by Crossen, second by Mitchell, that the Zoning Board of Appeals postpones all discussion on Case #1347 to the next meeting.

Motion passed.

PUBLIC COMMENTS

None.

LIAISON COMMENTS

None.

ADMINISTRATION COMMENTS

Saur reported the Fence Ordinance will have a second reading and vote at the June 19, 2018 Village Council meeting and there will be one new case for the July 9, 2018 Zoning Board of Appeals meeting.

ZONING BOARD COMMENTS

None.

Motion by Crossen, second by Maxwell, to adjourn the meeting at 8:54 pm.

Motion passed.

Charles Raeder
Vice-Chairperson

Ellen E. Marshall
Village Clerk

Elizabeth Lyons
Recording Secretary