

**Beverly Hills  
Regular Village Council Meeting  
Tuesday, July 16, 2019**

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

**AGENDA**

Roll Call/Call to order

Pledge of Allegiance

Amendments to Agenda/Approve Agenda

**Special Order of Business**

**Resolution** honoring Irene Davis with the distinction of Parks and Recreation Board Emerita

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 2, 2019.
2. Review and file **bills** recapped as of Monday, July 8, 2019.
3. Review and consider **resolution** appointing delegates and alternates for Municipal Employees' Retirement System (MERS) annual conference.
4. Refer **request** from Detroit Country Day School, 22400 Hillview Lane, for site plan and special land use approval to the Planning Commission for review and recommendation.
5. Review and consider Charitable Gaming **License** for Detroit Area Modern Quilt Guild.
6. Review and consider annual funding **request** from the Birmingham Bloomfield Community Coalition.

Business Agenda

1. Second Reading and consideration of an **Ordinance** to amend Chapter 22, Section 22.08.280 of the Municipal Code of the Village of Beverly Hills.
2. Second Reading and consideration of an **Ordinance** to amend the Municipal Code of the Village of Beverly Hills by repealing Section 42.07(c).
3. Second **announcement** of Zoning Board of Appeals vacancies.
4. Refer **request** from Robertson Brothers Homes, 31655 Southfield Road, for preliminary site plan approval to the Planning Commission for review and recommendation.
5. Review and consider Municipal Credit and Community Credit **Contract** for FY2020 with Suburban Mobility Authority for Regional Transportation (SMART).
6. Receive and file MERS Annual Actuarial Valuation **Report**.

Public 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 phone, 18500 W. Thirteen Mile Beverly Hills, MI 48025 (248) 646-6404.

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



**RESOLUTION  
HONORING IRENE DAVIS WITH  
THE DISTINCTION OF PARKS AND RECREATION BOARD EMERITA**

**WHEREAS**, Ann Irene Davis honorably served on the Village of Beverly Hills Parks and Recreation Board from 1981 to 1986 and from 1992 to 2019;

**WHEREAS**, during her combined thirty-two years of service, Ms. Davis made immeasurable contributions to Beverly Hills' parks;

**WHEREAS**, among her accomplishments, Ms. Davis was an integral part of major park improvements such as the pavilion enhancements, updated playground structure, new fencing, and paving the parking lot at Beverly Park;

**WHEREAS**, Ms. Davis was a founding member of the Village of Beverly Hills Garden Club and volunteered her time planting flowers and tending to the gardens around the park;

**WHEREAS**, Ms. Davis donated the wreath for the annual Memorial Day Ceremony for several years;

**WHEREAS**, for decades, Ms. Davis was a dedicated volunteer for events and activities at Beverly Park such as the Memorial Day Carnival and Halloween Hoot;

**WHEREAS**, her experience, knowledge, and expertise proved to be invaluable on countless occasions;

**WHEREAS**, Ms. Davis demonstrated a strong commitment to Parks and Recreation, continues to strongly advocate for park improvements, and encourages the public's participation in our parks; and

**WHEREAS**, the Village of Beverly Hills Council is sincerely grateful for the time Ms. Davis volunteered as a Parks and Recreation Board Member.

**NOW, THEREFORE, BE IT RESOLVED**, the Village Council of the Village of Beverly Hills hereby recognizes Irene Davis for the contributions she has made to the parks, gratefully acknowledges her exemplary dedication, and bestows upon her the title of "Parks and Recreation Board Emerita."

**BE IT FURTHER RESOLVED**, that a flowering tree will be planted in Beverly Park in Irene Davis' name.

Passed and approved on this \_\_\_\_ day of July, 2019.

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Lee Peddie, Village Council President

Present: President Peddie; President Pro-Tem Abboud; Members: George, Hrydziusko, Mooney, and Nunez

Absent: Member: Mueller

Also Present: Village Manager, Wilson  
Village Clerk / Assistant Manager, Rutkowski  
Village Attorney, Ryan

Peddie 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 Mooney, second by Hrydziusko, to approve the agenda.

Motion passed.

### **COMMUNITY ANNOUNCEMENTS**

None.

### **PUBLIC COMMENTS**

None.

### **CONSENT AGENDA**

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

1. Review and consider approval of minutes of a regular Council meeting held June 18, 2019.
2. Review and file bills recapped as of Monday, June 24, 2019.
3. Review and consider approval of final payment for 2018 Concrete Road Improvement Program.

Roll Call Vote:

Motion passed (6-0)

### **BUSINESS AGENDA**

#### **PUBLIC HEARING TO RECEIVE COMMENTS ON AN ORDINANCE TO AMEND CHAPTER 22, SECTION 22.08.280 OF THE MUNICIPAL CODE OF THE VILLAGE OF BEVERLY HILLS**

In 2017 the Village adopted an ordinance amending Chapter 22, Section 22.08.280 Nuisance Activities, to add subsection B, item 3 Fences which regulates fencing surrounding construction sites. At that time, the decision was to require a four (4) foot fence for the duration of time in which an open hole or excavation was accessible on the project site.

Since enacting the ordinance, the Village has had compliance concerns regarding the time such fencing is installed as well as the general security of the fencing. Language is printed on the building and demolition permits noting the requirement, as well as communicated verbally, to ensure contractors are aware of the regulations. Administration has reviewed other communities'

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regulations relative to construction fencing and suggests modifying the language to require higher fencing, a longer duration, and specific details regarding gates and accessibility.

Administration has drafted a proposed update to reference Building Department rules per Council and Planning Commission discussion on this matter. Administration has drafted those Construction Site Maintenance Requirements along with detailed submittal guidelines for demolition permits. In addition to these formalized requirements, administration has reviewed its internal processes and we will be conducting a site visit to confirm installation of fencing prior to issuing the permit for demolition or construction.

Upon conducting the public hearing at the May 22nd meeting, the Planning Commission made a recommendation to Council to adopt the proposed changes to the ordinance to reference those newly adopted rules for construction site maintenance. Upon adoption by Council, the language will take effect 20 days after publication.

Peddie opened the public hearing at 7:34 pm.

Paula Roddy, Rutland, requested that the checklist be made available for resident review. She believes that fences should be required any time there is major constructing happening; including the addition of a second story. She hopes that these new requirements will help with debris clean up and portable lavatory maintenance. She also reported the Village Code enforcement office has been a great help with some of these issues at a construction site next door to her home.

No one else wished to be heard, the public hearing was closed at 7:40 pm.

## **FIRST READING OF AN ORDINANCE TO AMEND CHAPTER 22, SECTION 22.08.280 OF THE MUNICIPAL CODE OF THE VILLAGE OF BEVERLY HILLS**

The Village of Beverly Hills Ordains:

Section 1.01. That Village of Beverly Hills Zoning Ordinance, Chapter 22, Section 22.08.280 Regulation of Nuisance Activities for the Village of Beverly Hills is hereby amended to read as follows:

### **22.08.280 REGULATION OF NUISANCE ACTIVITIES.**

- a. No activity or use shall be permitted on any property which by reason of the emission of odor, fumes, smoke, vibration, noise or disposal of waste is deleterious to other permitted activities in the Zone District or if obnoxious or offensive to uses permitted in neighboring Zone Districts.
- b. All properties shall be in compliance with the Building Department Construction Site Maintenance Requirements while under a valid permit for construction.

Section 2.01. SEVERABILITY. If any section, clause or provision of this Ordinance shall be declared to be inconsistent with the Constitution and laws of the State of Michigan and voided by any court of competent jurisdiction, said section, clause or provision declared to be

unconstitutional and void shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force.

Section 3.01. SAVING CLAUSE. All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect are saved and may be consummated according to the law when they were commenced.

Section 4.01. REPEALER. Any Ordinance conflicting with this Ordinance be and the same is hereby repealed.

Section 5.01. EFFECTIVE DATE. A public hearing having been held by the Planning Commission on Wednesday, May 22, 2019, and the Village Council on July 2, 2019, the provision of this Ordinance shall become effective 20 days following its publication in The Eccentric, a newspaper circulated within said Village.

Council asked that Administration provide a copy of the checklist for review. They expressed to Administration their concerns related to the expiration of issued permits, and projects that extend well beyond a reasonable time.

Wilson explained that permits are issued with a one-year expiration date; after that it is at the discretion of the Village to renew, or hold the bond monies. The proposed changes to the ordinance will allow the building official to become involved, and give options for stop orders and legal action.

**FIRST READING OF AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE VILLAGE OF BEVERLY HILLS BY REPEALING SECTION 42.07(C)**

Chapter 42 of the Village of Beverly Hills Municipal Code pertains to Offenses Against Public Peace, Safety, and Morals. Section 42.07(c) Apparel of the Opposite Sex states “no person shall appear in public in the dress of the opposite sex.” Administration received a request to eliminate this section from the Code as it is outdated and unnecessary.

The Village of Beverly Hills Ordains:

Section 1.01. That Section 42.07 Offenses Against Morals, Subsection (c) is hereby amended to repeal Section (c).

Section 2.01. REPEALER. Section 42.7(c) is hereby repealed.

Section 3.01. SEVERABILITY. Should any section, clause or paragraph of this Ordinance be declared by a court of competent jurisdiction to be invalid, the same will not affect the validity of the Ordinance as a whole or part thereof other than the part declared to be invalid.

Section 4.01. SAVINGS CLAUSE. The passage of this Ordinance does not affect or impair any act done, committed or right accrued or acquired or liability, penalty, forfeiture or punishment incurred prior to the time enforced, prosecuted or inflicted.

Section 5.01. EFFECTIVE DATE. The provision of this Ordinance shall become effective 20 days following its publication in The Eccentric, a newspaper circulated within said Village.

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Nunez and George would like to see a total overhaul of the Municipal Code. Ryan pointed out that having the code overhauled would result in a modern accessible code. Wilson explained the complete overhaul has always been considered cost prohibitive.

Mooney suggested that a subcommittee be formed to review the code further, and determine an appropriate course of action. Peddie requested that Abboud reach out to members of the Michigan Municipal League and SEMCOG for more information on Municipal code overhauls.

**REVIEW AND CONSIDER ACCEPTING WITHDRAWAL OF SPECIAL LAND USE REQUEST AND SITE PLAN REQUEST FROM DETROIT COUNTRY DAY SCHOOL LOCATED AT 22305 W. 13 MILE ROAD**

The Village has conducted a site visit and confirmed Detroit Country Day School (DCDS) has removed the recreational structures, play structure and sport court, and is in the process of restoring the areas on the top of the hill. The dismantled structures are being temporarily stored on site while the school works with local organizations to repurpose them.

This is pursuant to the written request from Cunningham-Limp on behalf of DCDS to withdraw their request for special land use approval and site plan approval to amend the approved site plan for the Middle School to retain two recreational structures constructed and add a security structure in the parking lot.

Motion by Hrydziusko, second by Mooney, be it resolved that the Village of Beverly Hills Council accepts the withdrawal of the request by Detroit Country Day School for special land use and site plan amendment for the Middle School given that the two recreational structures have been removed.

Motion passed.

**REVIEW AND CONSIDER RESOLUTION APPROVING LOCAL ROAD IMPROVEMENT MATCHING FUND PILOT PROGRAM COST PARTICIPATION AGREEMENT WITH OAKLAND COUNTY BOARD OF COMMISSIONERS**

The Village of Beverly Hills applied for Local Road Improvement Program funding to offset some of the upcoming road repair/reconstruction costs. The Oakland County Board of Commissioners has approved the Village's application for funding under the 2019 Pilot Local Road Improvement Matching Fund Program. Funding in the amount of \$16,284.00 from the County will be provided to the Village for the concrete repair and replacement on Foxboro Way between Metamora Lane and Sleepy Hollow Lane. The remaining balance for the reconstruction project will be paid by the Village. The Board of Commissioners sent the Village a Cost Participation Agreement to be executed. Upon its execution, the Village will invoice the County for \$16,284.00.

Motion by Mooney, second by Hrydziusko, be it resolved that the Village of Beverly Hills Council hereby approves the Local Road Improvement Matching Fund Pilot Program Cost Participation Agreement with the Board of Commissioners of the County of Oakland, Michigan in the amount of \$16,284.00.

Motion passed.

### **FIRST ANNOUNCEMENT OF ZONING BOARD OF APPEALS VACANCIES**

There are two (2) vacancies on the Zoning Board of Appeals. The first vacancy is for a full member with a term ending June 30, 2022. The second vacancy is for an alternate member with a partial term ending June 30, 2021. The second vacancy was created when an alternate member was appointed as a full member at the previous council meeting.

The Zoning Board of Appeals meets on the second Monday of the month at 7:30 pm in the Village Council Chamber.

All eligible and interested residents are encouraged to apply by submitting an application to the Village Clerk's Office. Applications can be found on the Village website or at the Village Office. Applications are due Monday, July 29 with appointments scheduled to take place at the August 6<sup>th</sup> regular council meeting.

### **PUBLIC COMMENTS**

Sharon Tischler, Virmar Court, suggested the Council review the code and take care of obsolete ones preemptively.

### **MANAGER'S REPORT**

**BP Renovations** – Construction has begun at the BP station on the corner of 13 Mile and Southfield. The underground tanks are being removed; the DEQ is on site and will submit reports to the Village.

**Crosswalk at Berkshire and 14 Mile** – The cross walk across 14 Mile for Berkshire is being installed and will be completed before the end of the summer.

### **COUNCIL COMMENTS**

George reported that Detroit Country Day is interviewing new headmasters. He would like to see the Council move forward with the Municipal Code overhaul. He spoke with Maxwell who was not reappointed to the Zoning Board, and she expressed her disappointment at not being reappointed, having just served as vice-chair of the Board. Wilson clarified that there is a dedicated right of way at Waltham that has been abandoned and is not intended for vehicle use.

Hrydziusko thanked Public Safety for their continued patrol of speeders in neighborhoods. She reported the Planning Commission continues to review land use standards.

Nunez believes it is important that all applicants for open positions be present at the appointment meetings.

Mooney would like the Council to reconsider the reappointment process.

Abboud updated the Council and residents related to various Boards he serves on in the county and state. He also recommended Maxwell reapply for a position on the ZBA.

Motion by Mooney, second by Abboud, to adjourn the meeting at 9:00 pm.

Motion passed.

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**Lee Peddie**  
**Council President**

**Kristin Rutkowski**  
**Village Clerk**

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

TO PRESIDENT PEDDIE & MEMBERS OF THE VILLAGE COUNCIL. THE FOLLOWING IS A LIST OF  
EXPENDITURES FOR APPROVAL. ACCOUNTS PAYABLE RUN FROM 6/24/2019 THROUGH 7/08/2019.

ACCOUNT TOTALS:

101	GENERAL FUND	\$39,044.61
202	MAJOR ROAD FUND	\$12,914.92
203	LOCAL STREET FUND	\$12,510.29
205	PUBLIC SAFETY DEPARTMENT FUND	\$45,488.50
268	LIBRARY	\$2,000.00
592	WATER/SEWER OPERATION FUND	\$2,160.85
593	WATER/SEWER IMPROVEMENT FUND	\$11,613.65
701	TRUST & AGENCY FUND	\$4,226.41
	TOTAL	<u>\$129,959.23</u>
	MANUAL CHECKS- COMERICA	\$0.00
	MANUAL CHECKS- INDEPENDENT	\$0.00
	ACCOUNTS PAYABLE	<u>\$129,959.23</u>
	GRAND TOTAL	<u>\$129,959.23</u>

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CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS

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CHECK DATE FROM 07/08/2019 - 07/08/2019

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
Bank COM COMERICA						
07/08/2019	COM	80476	51160	ALLIANCE MOBILE HEALTH	ALLIANCE MOBILE HEALTH	290.00
07/08/2019	COM	80477	31164	APOLLO FIRE APPARATUS	APOLLO FIRE APPARATUS	507.75
07/08/2019	COM	80478	51802	ARROW OFFICE SUPPLY CO.	ARROW OFFICE SUPPLY CO.	138.28
07/08/2019	COM	80479	30920	BELLE TIRE	BELLE TIRE	1,435.86
07/08/2019	COM	80480	51409	BEVERLY HILLS ACE	BEVERLY HILLS ACE	9.97
07/08/2019	COM	80481	50397	BLOOMFIELD CONSTRUCTION	BLOOMFIELD CONSTRUCTION	500.00
07/08/2019	COM	80482	52071	BLUE CROSS BLUE SHIELD	BLUE CROSS BLUE SHIELD	36,527.16
07/08/2019	COM	80483	58959	CADILLAC ASPHALT, LLC	CADILLAC ASPHALT, LLC	624.45
07/08/2019	COM	80484	59779	CANFIELD EQUIPMENT SERVI	CANFIELD EQUIPMENT SERVI	95.00
07/08/2019	COM	80485	59887	CAPTIVATING HOMES	CAPTIVATING HOMES	100.00
07/08/2019	COM	80486	60082	CHARLES COMSA	CHARLES COMSA	200.00
07/08/2019	COM	80487	59347	CINTAS CORPORATION #31	CINTAS CORPORATION #31	31.01
07/08/2019	COM	80488	04500	COMEAU EQUIPMENT CO INC.	COMEAU EQUIPMENT CO INC.	30,227.28
07/08/2019	COM	80489	50826	CONSUMERS ENERGY	CONSUMERS ENERGY	237.35
07/08/2019	COM	80490	59835	DIANE SLON	DIANE SLON	300.00
07/08/2019	COM	80491	60078	DIANE SWOR	DIANE SWOR	100.00
07/08/2019	COM	80492	60081	DOUGLAS WILLIAMS	DOUGLAS WILLIAMS	200.00
07/08/2019	COM	80493	60067	ELENA TURNER	ELENA TURNER	200.00
07/08/2019	COM	80494	49595	ELIZABETH BRAUER	ELIZABETH BRAUER	300.00
07/08/2019	COM	80495	58833	ELIZABETH SYLVESTER	ELIZABETH SYLVESTER	400.00
07/08/2019	COM	80496	30685	ERIC KOENIG	ERIC KOENIG	1,050.00
07/08/2019	COM	80497	59813	FIRE DEFENSE EQUIPMENT C	FIRE DEFENSE EQUIPMENT C	83.09
07/08/2019	COM	80498	58656	GARY VALENTINE	GARY VALENTINE	200.00
07/08/2019	COM	80499	53489	GREAT AMERICA FINANCIAL	GREAT AMERICA FINANCIAL	600.00
07/08/2019	COM	80500	59899	GREAT LAKES CONTRACTING	GREAT LAKES CONTRACTING	2,000.00
07/08/2019	COM	80501	31202	HOME DEPOT CREDIT SERVIC	HOME DEPOT CREDIT SERVIC	599.16
07/08/2019	COM	80502	08500	HUBBELL ROTH & CLARK INC	HUBBELL ROTH & CLARK INC	20,161.86
07/08/2019	COM	80503	58950	HYDROCORP	HYDROCORP	284.00
07/08/2019	COM	80504	60075	INFINIUM BUILDERS LLC	INFINIUM BUILDERS LLC	400.00
07/08/2019	COM	80505	59423	JAMES HEALY	JAMES HEALY	760.00
07/08/2019	COM	80506	59796	JAMES LOCH	JAMES LOCH	120.00
07/08/2019	COM	80507	59324	JCR SUPPLY, INC.	JCR SUPPLY, INC.	63.50
07/08/2019	COM	80508	60070	JD BEST FENCE	JD BEST FENCE	35.00
07/08/2019	COM	80509	30521	JOHN MILLIRON	JOHN MILLIRON	1,050.00
07/08/2019	COM	80510	59582	JOHNSON THERMOL-TEMP INC	JOHNSON THERMOL-TEMP INC	550.00
07/08/2019	COM	80511	60077	KRISTIN RUTKOWSKI	KRISTIN RUTKOWSKI	161.24
07/08/2019	COM	80512	60079	LAUREN PETERSEN	LAUREN PETERSEN	100.00
07/08/2019	COM	80513	53426	MATTHEW FINNERTY	MATTHEW FINNERTY	200.00
07/08/2019	COM	80514	31794	MICHAEL MILES	MICHAEL MILES	1,050.00
07/08/2019	COM	80515	59799	MICHAEL MINEWISER	MICHAEL MINEWISER	100.00
07/08/2019	COM	80516	59614	MICHIGAN MUNICIPAL LEAGU	MICHIGAN MUNICIPAL LEAGU	4,997.00
07/08/2019	COM	80517	51408	MICRO CENTER A/R	MICRO CENTER A/R	254.98
07/08/2019	COM	80518	51134	MR. ROOF	MR. ROOF	900.00
07/08/2019	COM	80519	60074	MUATA & BARBRENE MAHLULI	MUATA & BARBRENE MAHLULI	300.00
07/08/2019	COM	80520	51182	NELSON BROTHERS SEWER &	NELSON BROTHERS SEWER &	385.00
07/08/2019	COM	80521	51799	NYE UNIFORM EAST	NYE UNIFORM EAST	396.00
07/08/2019	COM	80522	50830	OAKLAND COUNTY TREASUREF	OAKLAND COUNTY TREASUREF	355.80
07/08/2019	COM	80523	50830	OAKLAND COUNTY TREASUREF	OAKLAND COUNTY TREASUREF	61.49
07/08/2019	COM	80524	53279	PACIFIC TELEMAGEMENT	PACIFIC TELEMAGEMENT	78.00
07/08/2019	COM	80525	60028	PHOENIX SAFETY OUTFITTER	PHOENIX SAFETY OUTFITTER	63.00
07/08/2019	COM	80526	50502	PITNEY BOWES CREDIT CORP	PITNEY BOWES CREDIT CORP	180.00
07/08/2019	COM	80527	59122	RAPID RESPONSE	RAPID RESPONSE	49.99
07/08/2019	COM	80528	60076	RICHARD GRAHAM	RICHARD GRAHAM	300.00
07/08/2019	COM	80529	60071	ROOF ADVISOR	ROOF ADVISOR	400.00
07/08/2019	COM	80530	60080	SARAH WESOLOWSKI	SARAH WESOLOWSKI	200.00
07/08/2019	COM	80531	60068	SCOTT STANTON	SCOTT STANTON	200.00
07/08/2019	COM	80532	31042	SEMCOG	SEMCOG	1,631.00
07/08/2019	COM	80533	59557	SHERRIFF-GOSLIN	SHERRIFF-GOSLIN	400.00
07/08/2019	COM	80534	59805	SHIRLEY WIGMAN	SHIRLEY WIGMAN	100.00
07/08/2019	COM	80535	59750	SMOLYANOV HOME IMPROVEME	SMOLYANOV HOME IMPROVEME	300.00
07/08/2019	COM	80536	51356	SOUTHFIELD MUFFLER & BRAS	SOUTHFIELD MUFFLER & BRAS	90.00
07/08/2019	COM	80537	38145	SOUTHFIELD POSTAL SERVIC	SOUTHFIELD POSTAL SERVIC	384.16
07/08/2019	COM	80538	60069	STEPHEN MARSZALEK	STEPHEN MARSZALEK	200.00
07/08/2019	COM	80539	58801	STREAM DYNAMICS	STREAM DYNAMICS	1,200.00
07/08/2019	COM	80540	59451	SUSAN KASPRICK	SUSAN KASPRICK	100.00
07/08/2019	COM	80541	31043	THOMAS J RYAN PC.	THOMAS J RYAN PC.	9,625.00
07/08/2019	COM	80542	60073	TRIANGLE DEVELOPMENT	TRIANGLE DEVELOPMENT	200.00
07/08/2019	COM	80543	59597	TRULINE INC.	TRULINE INC.	225.00
07/08/2019	COM	80544	51123	ULINE	ULINE	291.67
07/08/2019	COM	80545	38205	VERIZON WIRELESS MESSAGI	VERIZON WIRELESS MESSAGI	487.86
07/08/2019	COM	80546	14900	VILLAGE OF BEVERLY HILLS	VILLAGE OF BEVERLY HILLS	2,000.00
07/08/2019	COM	80547	60072	WILLIAM CURRIER	WILLIAM CURRIER	200.00
07/08/2019	COM	80548	59725	WINDOW PRO LLC	WINDOW PRO LLC	200.00
07/08/2019	COM	80549	53572	WOW! BUSINESS	WOW! BUSINESS	1,211.32

COM TOTALS:

Total of 74 Checks:  
 Less 0 Void Checks:

129,959.23  
 0.00

07/05/2019 10:36 AM

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS

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User: KARRIE

CHECK DATE FROM 07/08/2019 - 07/08/2019

DB: Beverly Hills

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
Total of 74 Disbursements:						129,959.23



**To:** Honorable President Peddie; Village Council Members  
Chris Wilson, Village Manager

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

**Subject:** Appointing Delegates for MERS Annual Conference

**Date:** July 9, 2019

The Municipal Employees' Retirement System is holding its 73<sup>rd</sup> annual conference on October 3-4, 2019 in Acme, Michigan. The conference consists of meetings, general sessions, and breakout sessions where attendees may receive continuing professional education credits. Each member organization can send 1 officer delegate and 1 employee delegate to attend and have voting rights at the annual meeting. The officer delegate is a department head and the employee delegate is selected by his/her eligible peers. An alternate officer delegate and an alternate employee delegate are also selected, should an appointed delegate be unable to attend.

**Suggested Resolution:**

Be it resolved that the Village Council of the Village of Beverly Hills hereby appoints Kristin Rutkowski as the officer delegate and Howard Shock as the employee delegate to represent the Village of Beverly Hills at the 73<sup>rd</sup> Annual MERS Conference in Acme, Michigan on October 3-4, 2019. Furthermore, the Council appoints Sheila McCarthy as the alternate officer delegate and William Brewster as the alternate employee delegate, should an appointed delegate be unable to attend.



To: Honorable President Peddie; Village Council  
Chris Wilson, Village Manager

From: Erin LaPere, Planning & Zoning Administrator

Date: July 9, 2019

Re: Site Plan and Special Land Use approval for proposed security structure at Detroit Country Day School – Middle School parking lot

The Village has received plans to install a building at the Middle School parking lot at Detroit Country Day School for use by security personnel. As a private school in the R-1, Single Family Residential Zone District, any accessory buildings require site plan and special land use approval.

The submittal details the location of the proposed 6' x 9' security building that will be at the entrance to the Middle School parking lot off Hillview Lane. Procedurally, the Planning Commission must hold a public hearing and make a recommendation in addition to the public hearing that will be held by Village Council prior to approval.

**Suggested Motion**

Village Council refers submittal by Detroit Country Day School for the addition of a security building for the Middle School parking lot at 22400 Hillview Lane to the Planning Commission for review and recommendation on a proposed site plan and special land use approval.

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**To:** Honorable President Peddie; Village Council Members  
Chris Wilson, Village Manager

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

**Subject:** Charitable Gaming License for Detroit Area Modern Quilt Guild

**Date:** July 9, 2019

The Detroit Area Modern Quilt Guild, which is a nonprofit organization that meets monthly at Northbrook Presbyterian Church, reached out to the Village of Beverly Hills to be recognized as a nonprofit organization operating in the community for the purpose of obtaining a charitable gaming license through the State of Michigan Gaming Control Board. As part of their application process with the State, the group needs the local governing body to pass a resolution recognizing its nonprofit status. If DAMQC receives a charitable gaming license, then they will be able to hold raffles at upcoming fundraising events.

**Suggested Resolution:**

Be it resolved by the Village Council of Beverly Hills that the request from Detroit Area Modern Quilt Guild of the Village of Beverly Hills, County of Oakland, asking that they be recognized as a nonprofit organization operating in the community, for the purpose of obtaining charitable gaming licenses, be considered for approval.



**To:** Honorable President Peddie; Village Council Members  
Chris Wilson, Village Manager

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

**Subject:** Birmingham Bloomfield Community Coalition Funding Request

**Date:** July 11, 2019

The Village of Beverly Hills entered into an agreement with the Birmingham Bloomfield Community Coalition (BBCC) to provide substance abuse prevention services to its residents. The BBCC agrees to furnish such services and the Village agrees to contribute funds annually. The agreement automatically renews each fiscal year, with the amount of the annual contribution by the Village to be determined each year by Council. The BBCC requested funding in the amount of \$1,800.00, which is the same amount as last year and has been budgeted for in FY 2020.

BBCC has several programs and offers many services to the community such as: Youth Action Board (YAB), Bi-annual Teen Substance Use Survey, Covey 7 Habits of Highly Effective Teens Training, Parent directed campaigns, Middle School Transitions Program, YAB 5k Event, and other substance-free community opportunities and activities.

**Suggested Resolution:**

Be it resolved that the Village of Beverly Hills Council approves the funding request from the Birmingham Bloomfield Community Coalition in the amount of \$1,800.00 for the provision of substance abuse prevention services and authorizes Administration to sign the contract providing for this continuing community service. Funds are available in Account #101-747-890.05 (Community Action Programs: Contribution – Bir/Blmflld Comm Coalition).

Attachment



CONTRACT FOR COMMUNITY ACTION PROGRAM  
BIRMINGHAM BLOOMFIELD COMMUNITY COALITION

Agreement made and entered into this \_\_\_\_\_ day of July, 2019 by and between the Village of Beverly Hills, a Michigan village corporation of the County of Oakland, State of Michigan, 18500 W. 13 Mile Rd., Beverly Hills, Michigan 48025 (hereinafter “the Village”) and the Birmingham Bloomfield Community Coalition, a Michigan nonprofit corporation, 1525 Covington Road, Bloomfield Hills, Michigan 48301 (hereinafter sometimes the BBCC).

The Village has determined that there is a need for certain services to be provided to its residents for the prevention of substance abuse, and

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

The Birmingham Bloomfield Community Coalition was established in 1995 to provide such services, and continues to provide such services with the support and cooperation of the Birmingham and Bloomfield Hills Public School Districts, the Federal government, local units of government and volunteer citizens, and

The Birmingham Bloomfield Community Coalition is willing to furnish such services for the Village and the Village is willing to contribute funds for the support of such services,

In consideration of the premises and the covenants contained herein, the Village and BBCC agree as follows:

1. The BBCC agrees to furnish to the residents of the Village of Beverly Hills (as well as residents of other communities within the Birmingham and Bloomfield Hills Public School Districts) services and programs, which, by way of illustration, currently include the following:
  - a. Large-scale substance free youth activities
  - b. High school leadership training
  - c. “Parents Who Host” underage drinking prevention campaign
  - d. “Family Day: A Day to Eat Dinner with your Family” campaign
  - e. Assistance with law enforcement alcohol and tobacco “stings”
  - f. “Social Norms” marketing campaign
  - g. Annual event for community leaders (“Summit”)
  - h. Tobacco retailer education about Michigan’s Youth Tobacco Act
  - i. Student alcohol and drug usage survey
  - j. Media education about substance abuse problems in the community
  - k. Informational website
  - l. Evaluation of coalition and community activities

2. For such services and programs, the Village agrees to contribute the sum of \$1,800.00 to the BBCC for the July 1, 2019 to June 30, 2020 Fiscal Year.
3. The BBCC will furnish the Village, and the members of the Village Council, with copies of its Annual Report.
4. This Agreement shall automatically renew each Fiscal Year, with the amount of the annual contribution 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 the BBCC, and cannot be changed except by a writing signed by both the Village and the BBCC. This Agreement shall inure to the benefit of and shall be binding upon, the parties hereto and their respective successors and permitted assigns. BBCC 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 Bloomfield Community Coalition

By: \_\_\_\_\_

Its: \_\_\_\_\_



To: Honorable President Peddie;  
Village Council Members;  
Village Manager, Wilson

From: Planning & Zoning Administrator, LaPere

Re: Proposed amendment to Chapter 22, Section 22.08.280 Nuisance Activities

Date: July 11, 2019

In 2017 the Village adopted an ordinance amending Chapter 22, Section 22.08.280 Nuisance Activities, to add subsection B, item 3 Fences which regulates fencing surrounding construction sites. At that time, the decision was to require a four (4) foot fence for the duration of time in which an open hole or excavation was accessible on the project site.

Since enacting the ordinance, the Village has had compliance concerns regarding the time such fencing is installed as well as the general security of the fencing. Language is printed on the building and demolition permits noting the requirement, as well as communicated verbally, to ensure contractors are aware of the regulations. Administration has reviewed other community's regulations relative to construction fencing and suggests modifying the language to require higher fencing, a longer duration, and specific details regarding gates and accessibility.

Administration has drafted a proposed update to reference Building Department rules per Council and Planning Commission discussion on this matter, along with detailed submittal guidelines for demolition permits. In addition to these formalized requirements, administration has reviewed its internal processes and we will be conducting a site visit to confirm installation of fencing prior to issuing the permit for demolition or construction. A copy of those rules are attached.

Planning Commission held a public hearing and recommended adoption by Council at their meeting held May 22, 2019. Minutes of the meeting are attached. Upon adoption by Council, the language will take effect 20 days after publication.

#### **Suggested Motion**

The Village Council of Beverly Hills adopts Ordinance #368 amending the Municipal Code, Chapter 22, Section 22.08.280 Nuisance Activities to modify the language to reference administrative rules for construction site maintenance.

eel

attachments

VILLAGE OF BEVERLY HILLS  
ORDINANCE NO. 368

**AN ORDINANCE TO AMEND THE VILLAGE ZONING ORDINANCE,  
CHAPTER 22, SECTION 22.08.280 REGULATION OF NUISANCE ACTIVITIES  
FOR THE VILLAGE OF BEVERLY HILLS.**

The Village of Beverly Hills Ordains:

Section 1.01. That Village of Beverly Hills Zoning Ordinance, Chapter 22, Section 22.08.280 Regulation of Nuisance Activities for the Village of Beverly Hills is hereby amended to read as follows:

**22.08.280 REGULATION OF NUISANCE ACTIVITIES.**

- a. No activity or use shall be permitted on any property which by reason of the emission of odor, fumes, smoke, vibration, noise or disposal of waste is deleterious to other permitted activities in the Zone District or if obnoxious or offensive to uses permitted in neighboring Zone Districts.
- b. All properties shall be in compliance with the Building Department Construction Site Maintenance Requirements while under a valid permit for construction.

Section 2.01. SEVERABILITY. If any section, clause or provision of this Ordinance shall be declared to be inconsistent with the Constitution and laws of the State of Michigan and voided by any court of competent jurisdiction, said section, clause or provision declared to be unconstitutional and void shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force.

Section 3.01. SAVING CLAUSE. All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect are saved and may be consummated according to the law when they were commenced.

Section 4.01. REPEALER. Any Ordinance conflicting with this Ordinance be and the same is hereby repealed.

Section 5.01. EFFECTIVE DATE. A public hearing having been held by the Planning Commission on Wednesday, May 22, 2019, and the Village Council on July 2, 2019, the provision of this Ordinance shall become effective 20 days following its publication in The Eccentric, a newspaper circulated within said Village.

Made and passed by the Village Council of the Village of Beverly Hills this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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LEE PEDDIE, Village President

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KRISTIN RUTKOWSKI, Village Clerk

I, Kristin Rutkowski, being the duly appointed and qualified Clerk of the Village of Beverly Hills, Oakland County, Michigan, do hereby certify and declare that the foregoing is a true and correct copy of an Ordinance adopted by the Village Council of the Village of Beverly Hills at a regular meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

---

KRISTIN RUTKOWSKI, Village Clerk



**Submittal Requirements for Residential Demolition**  
Effective May 20, 2019

All residential demolition projects must submit the following items with permit application:

- (1) Approved disconnect notices from all utilities (i.e. electric, gas, water).
- (2) A survey of the structures on the property to be demolished.
- (3) A plot plan detailing the location of the construction fencing, silt fencing, and right-of-way tree protection to be installed prior to work commencing. This will be in-place and verified by the Building Department prior to permit issuance.
- (4) The date and time schedule for the demolition.



**Building Department Construction Site Maintenance Requirements**  
Effective May 20, 2019

All residential and commercial properties, in addition to other Village codes and provisions and the requirements of the Michigan building codes, shall comply with the following while under a valid permit for construction:

(1) Construction hours. Construction, repair, remodeling, demolition, drilling, wood cutting, excavating, and all other construction activities shall only be permitted between 7:00 a.m. and 8:00 p.m. and shall only be permitted Monday through Saturday, except legal holidays.

(2) Public protection. Wherever a building or structure is erected, altered, repaired, removed or demolished, the operation shall be conducted in a safe manner and suitable protection for the general public must be provided.

(3) Equipment storage. Construction equipment must be stored in an orderly fashion and in compliance with the building code.

(4) Airborne materials. Protective provisions must be provided for control of on-site dust, soil and any other airborne materials so that such materials remain on the job site.

(5) Construction fencing. Every excavation and/or area of construction must be enclosed with a barrier consisting of chain link fencing not less than six feet high to prevent the entry of unauthorized persons. Where conditions exist that the public safety and welfare shall not be compromised (e.g. interior remodeling, an addition to an existing building), the Building Official may waive any/all of the construction fencing requirements. Any such waiver will be at the discretion of the Building Official and will be provided in writing. Construction fencing must comply with the following provisions:

- a. The fence must remain properly installed inside the lot, minimum of one foot from the sidewalk.
- b. The fence must not encroach onto or over any adjoining property at any height.
- c. Access gates shall open inward so as to not obstruct public or private rights-of-way and shall be closed and secured at all times construction workers are not present.
- d. Address. The property address numbers must be posted on front of the fence and legible from the street.
- e. All fencing shall remain in place until a final grade inspection has been approved for demolition or a complete insulation inspection has been approved for construction. All

construction fencing, including foundation/supports, shall be removed prior to issuance of any certificate of occupancy.

(6) Silt fencing. Silt fencing must be installed at construction sites where earth disruption has occurred and must be properly maintained until its removal is approved by a village official. All silt fencing must be trenched 6 inches into the ground and be supported by hardwood stakes driven 12 inches into the ground and spaced every 6 feet.

(7) Streets and sidewalks. The streets and sidewalks must be kept clean and passable at all times. Any mud or debris deposited on the street or sidewalk must be cleaned up immediately.

(8) Vehicle access. A construction driveway consisting of concrete, asphalt or 21AA crushed stone six inches deep must be provided from the street to a point of 20 feet into the site from the property line. The driveway must be properly maintained at all times.

(9) Village right-of-way. The grass area of the Village right-of-way cannot be used for parking vehicles, staging of materials, and must be properly maintained. Any damage must be repaired immediately to the satisfaction of a village official.

(10) Tree protection. Any trees located in the Village right-of-way will be protected from any damage during construction.

(11) Deliveries, material staging. All construction materials must be delivered directly onto the construction site. The right-of-way, including street, sidewalk, or unimproved areas, must not be used for deliveries or staging of construction materials at any time.

(12) Sidewalk damage. Any damage to the sidewalk must be repaired and approved by a Village official before final building approval or a certificate of occupancy will be issued.

(13) Toilet facilities. A toilet facility must be provided for construction workers and must be maintained in a sanitary condition, within the fenced area of the site.

(14) Refuse disposal. A dumpster must be provided on site to contain all debris, refuse, and similar materials and must be maintained in a sanitary condition.



Present: Chairperson Ostrowski; Vice-Chairperson Westerlund; Members: Borowski, Copeland, Drummond, Ruprich, Stempien and Wilensky

Absent: Member: Grinnan

Also Present: Planning and Zoning Administrator, LaPere  
Planning Consultant, Borden  
Council Liaison, Hrydziusko

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

**AMENDMENTS TO AGENDA/APPROVE AGENDA**

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

Motion passed.

**REVIEW AND CONSIDER APPROVAL OF REGULAR PLANNING COMMISSION MINUTES OF MEETING HELD MARCH 27, 2019**

Westerlund suggested amending the minutes, on page 1, under “Review and Consider Approval of Joint Council-Planning Commission Minutes of Meeting held February 13, 2109” change “second by Crossen” to “second by Copeland” and on page 5, under “Commissioners Comments” change “second by Crossen” to “second by Copeland”. .

Motion by Westerlund, second by Borowski, to approve minutes of a regular Planning Commission meeting held March 27, 2019, as amended.

Motion passed.

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

None.

**REVIEW AND CONSIDER APPROVAL OF A FACE CHANGE ON THE EXISTING GROUND SIGN AT 31333 SOUTHFIELD ROAD FOR NEW TENANT, MOTION ARTS**

Borden reviewed the application requesting a sign face change within the existing collective ground sign for the building at 31333 Southfield Road. The proposed sign is for a new tenant within the building, Motion Arts. The subject site had a collective ground sign approved in 2016 and the only change proposed at this time is a new sign face for the new tenant.

The proposal has been reviewed for compliance with the requirements of the Village Zoning Ordinance. If the application is approved by the Commission, the applicant must obtain a permit prior to installation. Sections 22.32.095 and 22.32.110 provide regulations for wall signs, and the applicant follows all applicable regulations.

The Commission clarified with the applicant on the total illumination proposed and thanked the applicant for the detailed submission.

Motion by Westerlund, second by Wilensky, to recommend approval of a face change on the existing ground sign at 31333 Southfield road for new tenant, Motion Arts, as submitted.

Roll Call Vote:

Motion passed (8-0)

**PUBLIC HEARING FOR DRAFT LANGUAGE AMENDING CHAPTER 22, SECTIONS 22.08.130, 22.08.090, 22.08.300, 22.04, 22.08.370, 22.14, AND 22.16 OF THE VILLAGE MUNICIPAL CODE**

Ostrowski opened the public hearing at 7:40 p.m.

No one wished to be heard, therefore Ostrowski closed the public hearing at 7:40 p.m.

**REVIEW AND CONSIDER RECOMMENDATION ON LANGUAGE AMENDING CHAPTER 22, TO ELIMINATE SECTION 22.08.130 AND TO MODIFY SECTION 22.08.090**

Administration is aware of two sections with conflicting requirements for the minimum distance between buildings on adjacent properties, Sections 22.08.090 and 22.08.130. Upon reviewing the file of the various amendments to the Zoning Ordinance, Section 22.08.090 is the original language in place dictating spacing between residences tied to the minimum setback requirements of the Zone District. Section 22.08.130 was drafted and adopted by Council in response to concerns about spacing between homes during Zoning Ordinance updates that occurred in 2007. There was no reference to the existing language in the discussion recorded in the meeting minutes, therefore Administration is assuming that it was an oversight to create additional language.

In addition, the language in Section 22.08.130 conflicts with setback requirements and effectively imposes greater setback standards than the adopted minimums of 22.24. Furthermore, strict interpretation of the language "...within 15 feet of any structure..." could result in significant nonconformity throughout the Zone Districts identified in that section as our ordinance defines a structure as "Anything constructed or erected, the use of which requires location on the ground or attachments to something having location on the ground." Section 22.04 Definitions further defines accessory structures and gives examples as children's playhouse or play equipment. Based on discussion at the meeting when the language was drafted, it does not appear the intent was to prohibit a residence where the abutting property may have a swing set or fence less than 15 feet away, therefore Administration is proposing to eliminate Section 22.08.130.

Per the discussion at the Planning Commission meeting held March 27, 2019, administration has drafted modifications to the existing language of 22.08.090 to maintain the 15 foot separation between residential buildings in R-2A and R-2B Zone Districts and kept the separation linked to the minimum setbacks for all other single family residential districts. A

review of Zoning Board of Appeals cases since adoption of Section 22.08.130 revealed over 60% of the requests for a variance from that section were in Zone District R-3. The changes proposed will eliminate a significant amount of nonconformity in that Zone District and including all the regulations for minimum separation in one section provides ease for reader. Additionally, the proposed language clarifies separation is between residential buildings.

Westerlund expressed concern relative to language that reduces the separation on smaller lots and how those requirements might impact setbacks in the R-3 Zone District. Borden explained that the allowance for the reduction potentially occurs in a non-conforming lot in larger lot districts, but the setback requirements would still apply. Westerlund requested the Schedule Regulation Chart be updated to reflect changes.

Motion by Westerlund, second by Drummond, that the Planning Commission recommends Village Council adopt an ordinance to amend language of Chapter 22, Section 22.08.090 Minimum Distance Between Residential Buildings to update the language for clarity and reduce existing nonconformity and to eliminate Section 22.08.130 Minimum Separation, with changes to the schedule of regulations.

Roll Call Vote:

Motion passed (8-0)

**REVIEW AND CONSIDER RECOMMENDATION ON LANGUAGE AMENDING CHAPTER 22, SECTION 22.08.300 TO REFLECT STATUTORY REQUIREMENTS FOR NOTIFICATION OF PUBLIC HEARINGS AND UPDATE REFERENCES OF “PLANNING BOARD” TO “PLANNING COMMISSION”**

Section 22.08.300 Procedures and Standards for Principal Uses Permitted Subject to Special Conditions of Chapter 22 describes the procedure for notification, including the applicable deadlines, for Special Land Use requests. This section of the MZEA was last updated in 2008 and notification deadlines in our ordinance do not match statutory requirements. While the notifications are being sent in accordance with state regulations, it is important that our ordinance language is correct to ensure clarity and consistency. Additionally, the text should be updated to reflect “Planning Commission”.

Upon discussion by the Commission, Borden clarified the state regulations for thenotification area..

Motion by Borowski, second by Ruprich, that the Planning Commission recommends Village Council adopt an ordinance to amend language of Chapter 22, Section 22.08.300 Procedures and Standards for Principal Uses Permitted Subject to Special Conditions to update the notification deadlines pursuant to the statutory requirements outlined in the Michigan Zoning Enabling Act and modify references of Planning Board to Planning Commission within that section.

Roll call vote:

Motion passed (8-0)

**REVIEW AND CONSIDER RECOMMENDATION ON LANGUAGE AMENDING CHAPTER 22, SECTIONS 22.04, 22.08.370, 22.14, AND 22.16 TO REFLECT STATUTORY LANGUAGE REGULATING ADULT FOSTER CARE AND CHILDCARE FACILITIES**

Administration noted the sections of the Zoning Ordinance that regulate in-home adult foster care and in-home childcare facilities were last updated in 1991. The Michigan Zoning Enabling Act (MZEA) section regulating adult foster care and in-home child care facilities have been updated multiple times since 1991 and the MZEA Section 125.3206 Residential use of property; adult foster care facilities; family or group child care homes specifically states that "...a state licensed residential facility shall be considered a residential use of property for the purposes of zoning and a permitted use in all residential zones..." and the exclusion of the adult group home and group child care homes in Single Family Residential Zone Districts is contrary to that provision and must be corrected. The MZEA does allow for group child care homes to be issued a special use permit in a city or village which allows for protections to ensure the operation of such use will not negatively impact character of the surrounding neighborhood.

The MZEA, and subsequently the Village's Zoning Ordinance, combines regulatory language regarding adult foster care facilities and child care homes. There is a need to update various sections of the Zoning Ordinance to properly address the changes to the MZEA. Specifically, Section 22.04, Section 22.08.370, Section 22.14, and Section 22.16 all require amendments.

Motion by Borowski, second by Westerlund, that the Planning Commission recommends Village Council adopt an ordinance to amend language of Chapter 22, Section 22.04 Definitions, Section 22.08.370 Foster Family Group Home and Child Care Centers, Section 22.14 R-A, R-1, R-1A, R-2, R-2A, R-2B, and R-3 Single Family Residential Districts, and Section 22.16 Multiple Family Residential District to update the language pursuant to the statutory requirements outlined in the Michigan Zoning Enabling Act for adult foster care and child care facilities.

Roll call vote:

Motion passed (8-0)

**DISCUSSION ON PROPOSED MODIFICATIONS TO CHAPTER 22, SECTION 22.08.280 (B), FENCES TO MODIFY REGULATIONS FOR CONSTRUCTION FENCING**

In 2017 the Village adopted an ordinance amending Chapter 22, Section 22.08.280 Nuisance Activities, to add subsection b, item 3 Fences which regulates fencing surrounding construction sites. At that time, the decision was to require a four (4) foot fence for the duration of time in which an open hole or excavation was accessible on the project site.

Since enacting the ordinance, the Village has had compliance concerns regarding the time such fencing is installed as well as the general security of the fencing. Language is printed on the

building and demolition permits noting the requirement, as well as communicated verbally, to ensure contractors are aware of the regulations. Administration has reviewed other community's regulations relative to construction fencing and suggests modifying the language to require higher fencing, a longer duration, and specific details regarding gates and accessibility.

Per Council discussion on this matter at their meeting held April 2, 2019, Administration drafted language for Planning Commission to review and discuss.

Procedurally, the Planning Commission must hold a public hearing prior to making a recommendation to Council. The Council must also hold a public hearing, and first and second readings prior to adoption. Upon adoption by Council, the language will take effect 20 days after publication.

Bill Wegert, Westlady, expressed his concerns related to construction fencing requirements.

Ostrowski noted that many of these items are typically not found in Zoning Ordinance and Borden confirmed that in his experience these regulations are handled either in other sections of a community's Municipal Code or as administrative task. There was consensus to update the ordinance reflecting required compliance with administrative rules.

Discussion took place amongst the Commission including specifications related to installation specifications, chain-link fences, screenings, what type of construction requires a fence, and whether the home is occupied during construction. They concurred that the fence needs to adequately contain construction and materials should not be stored on the road or in the right-of-way and that the Building Official should have discretion to modify requirements as needed.

Hrydziusko related Council's concerns related to requirements for portable restrooms and dumpsters on site.

The Commission requested Administration draft updates to the ordinance as discussed with a copy of the proposed rules to be provided to the Commission and to schedule a public hearing for May 22, 2019.

### **SUBCOMMITTEE UPDATES**

#### **PUD & Cluster Development: Ruprich/Grinnan**

The subcommittee met and discussed some sample language provided. The intention is to focus on residential PUD which would replace the current cluster development.

#### **Rezoning Standards: Borowski/Copeland**

They plan to collaborate with Administration to draft recommended language upon review of sample language provided.

#### **Principal Uses and Special Land Uses in Office and Business zoning districts: Westerlund/Wilensky**

Borden suggested to start with expanding and clarifying on the current lists of uses in

these districts based on the sample language provided.

**Off-Street Parking: Drummond/Stempien**

Borden suggested the subcommittee make recommendations based upon updates to commercial uses; contingent on the work done related to principal uses and special land use.

**PUBLIC COMMENTS**

None.

**LIAISON COMMENTS**

Hrydziusko reported that Detroit Country Day requested a postponement to July 2; they have agreed to remove the sports court and playground after the completion of this school year.

**ADMINISTRATION COMMENTS**

LaPere reported the Zoning Board will see two cases at their May meeting.

**COMMISSIONERS COMMENTS**

None.

Motion by Wilensky, second by Westerlund, to adjourn the meeting at 9:07 p.m.

Motion passed.

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

**Kristin Rutkowski**  
**Village Clerk**

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

**REGULAR PLANNING COMMISSION MEETING MINUTES – MAY 22, 2019 –  
PAGE 1**

Present: Chairperson Ostrowski; Vice-Chairperson Westerlund; Members: Borowski, Copeland, Grinnan, and Wilensky

Absent: Member: Drummond, Ruprich, and Stempien

Also Present: Planning Consultant, Borden  
Council Liaison, Hrydziusko

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

**AMENDMENTS TO AGENDA/APPROVE AGENDA**

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

Motion passed.

**REVIEW AND CONSIDER APPROVAL OF REGULAR PLANNING COMMISSION  
MINUTES OF MEETING HELD APRIL 24, 2019**

Motion by Westerlund, second by Borowski, to approve minutes of a regular Planning Commission meeting held April 24, 2019.

Motion passed.

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

Robert and Karen Daykin, Buckingham, expressed their concerns related to accessory buildings.

Paula Roddy, Rutland, expressed her concerns related to allowable height of new homes.

Ostrowski explained that the Planning Commission is a recommending body and works at the direction of Council.

**PUBLIC HEARING FOR DRAFT LANGUAGE AMENDING CHAPTER 22,  
SECTIONS 22.08.280 OF THE VILLAGE MUNICIPAL CODE**

In 2017 the Village adopted an ordinance amending Chapter 22, Section 22.08.280 Nuisance Activities, to add subsection B, item 3 Fences which regulates fencing surrounding construction sites. At that time, the decision was to require a four (4) foot fence for the duration of time in which an open hole or excavation was accessible on the project site.

Since enacting the ordinance, the Village has had compliance concerns regarding the time such fencing is installed as well as the general security of the fencing. Language is printed on the building and demolition permits noting the requirement, as well as communicated verbally, to ensure contractors are aware of the regulations. Administration has reviewed other community's regulations relative to construction fencing and suggests requiring higher fencing, a longer duration, and specific details regarding gates and accessibility.

THESE MINUTES ARE NOT OFFICIAL. THEY HAVE NOT BEEN APPROVED.

**REGULAR PLANNING COMMISSION MEETING MINUTES – MAY 22, 2019 –  
PAGE 2**

Administration has drafted a proposed update to reference Building Department rules per Council and Planning Commission discussion on this matter. The red-lined and clean copies of the proposed ordinance language were provided. Administration has drafted those Construction Site Maintenance Requirements along with detailed submittal guidelines for demolition permits. In addition to these formalized requirements, administration has reviewed its internal processes and we will be conducting a site visit to confirm installation of fencing prior to issuing the permit for demolition or construction.

Ostrowski opened the public hearing at 7:58 p.m.

Daykin verified that a copy of these requirements is given to contractors when they begin work in the Village.

Ostrowski explained that by updating the ordinance, the requirements will move to the building department requirements.

No one else wished to be heard; therefore Ostrowski closed the public hearing at 8:06 p.m.

**REVIEW AND CONSIDER RECOMMENDATION ON LANGUAGE AMENDING  
CHAPTER 22, SECTION 22.08.280 TO MODIFY REGULATIONS FOR  
CONSTRUCTION FENCING AND CONSTRUCTION SITE MAINTENANCE**

The Commissioners all agreed that these changes were necessary, and that it would give Administration the ability to act quickly to ensure proper and safe construction site maintenance.

Motion by Westerlund, second by Wilensky, that the Planning Commission recommends Village Council adopt an ordinance amending Chapter 22, Section 22.08.280 Nuisance Activities to modify the language to reference administrative rules for construction site maintenance.

Roll Call Vote:  
Motion passed (6-0)

**SUBCOMMITTEE UPDATES**

Ostrowski suggested that the subcommittee reports and feedback items be staggered to one per meeting.

Borden recommended a discussion on rezoning (B) in June, followed by PUD (A), and then principal and special land use (C). He suggested the PUD be completed as a standalone ordinance.

**A. PLANNED UNIT DEVELOPMENT (PUD) AND CLUSTER DEVELOPMENT**

The subcommittee met and discussed some sample language provided. The intention is to focus on residential PUD which would replace the current cluster development.

**B. REZONING STANDARDS AND CONDITIONAL REZONING**

THESE MINUTES ARE NOT OFFICIAL. THEY HAVE NOT BEEN APPROVED.



**REGULAR PLANNING COMMISSION MEETING MINUTES – MAY 22, 2019 –  
PAGE 3**

Copeland presented a draft outline of what should be included in the ordinance. Borowski explained the importance of general review standards for a conditional rezoning.

Wilensky agreed that the review should be administrative driven, all of the items on the outline are important and the ordinance should require they are discussed.

Westerlund believes there has to be room for some compatibility, but there should be fundamental requirements that have to be met for recommendation to rezone.

The Commissioners agreed that the first priority for consideration of rezoning should be how it complies and aligns with the Village Master Plan.

**C. PRINCIPAL AND SPECIAL LAND USES IN O - OFFICE AND B – BUSINESS DISTRICTS**

Westerlund explained they have started with expanding and clarifying on the current lists of uses in these districts based on the sample language provided. They will bring a draft for feedback and input of the entire Commission.

**D. OFFSTREET PARKING REGULATIONS**

The subcommittee plans to make recommendations based upon updates to commercial uses; contingent on the work done related to principal uses and special land use.

**PUBLIC COMMENTS**

None.

**LIAISON COMMENTS**

Hrydziuszko reported that the Village will be utilizing additional staff to aide in code enforcement activities. Administration has met with Market Fresh and several other businesses in the Plaza to address issues with alley.

**ADMINISTRATION COMMENTS**

None.

**COMMISSIONERS COMMENTS**

Westerlund reminded everyone to attend the Memorial Day Parade and Carnival.

Borowski suggested that the notice of ownership and contact information should be included in the construction site regulations.

Motion by Borowski, second by Copeland, to adjourn the meeting at 8:53 p.m.

Motion passed.

THESE MINUTES ARE NOT OFFICIAL. THEY HAVE NOT BEEN APPROVED.

**REGULAR PLANNING COMMISSION MEETING MINUTES – MAY 22, 2019 –  
PAGE 4**

George Ostrowski  
Planning Commission  
Chairperson

Kristin Rutkowski  
Village Clerk

Elizabeth M. Lyons  
Recording Secretary

THESE MINUTES ARE NOT OFFICIAL. THEY HAVE NOT BEEN APPROVED.



**To:** Honorable President Peddie; Village Council Members  
Chris Wilson, Village Manager

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

**Subject:** Ordinance to amend the Municipal Code by repealing Chapter 42 Section 42.07(c)

**Date:** July 8, 2019

Chapter 42 of the Village of Beverly Hills Municipal Code pertains to Offenses Against Public Peace, Safety, and Morals. Section 42.07(c) Apparel of the Opposite Sex states “no person shall appear in public in the dress of the opposite sex.” Administration received a request to eliminate this section from the Code as it is outdated and unnecessary.

Village Council held the first reading at the regular Council meeting on July 2, 2019. After the second reading and upon adoption, the ordinance would take effect twenty days after publication in a newspaper of general circulation.

**Suggested Motion:**

The Village Council of Beverly Hills hereby formally adopts Ordinance #369, amending the Municipal Code by repealing Chapter 42, Section 42.07(c). Ordinance #369 will be published in the Eccentric Newspaper on Sunday, July 28, 2019 and will take effect 20 days after publication.

Attachment

ORDINANCE NO. 369

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE  
VILLAGE OF BEVERLY HILLS BY REPEALING SECTION 42.07(C)  
APPAREL OF OPPOSITE SEX

The Village of Beverly Hills Ordains:

Section 1.01. That Section 42.07 Offenses Against Morals, Subsection (c) is hereby amended to repeal Section (c).

Section 2.01. REPEALER. Section 42.7(c) is hereby repealed.

Section 3.01. SEVERABILITY. Should any section, clause or paragraph of this Ordinance be declared by a court of competent jurisdiction to be invalid, the same will not affect the validity of the Ordinance as a whole or part thereof other than the part declared to be invalid.

Section 4.01. SAVINGS CLAUSE. The passage of this Ordinance does not affect or impair any act done, committed or right accrued or acquired or liability, penalty, forfeiture or punishment incurred prior to the time enforced, prosecuted or inflicted.

Section 5.01. EFFECTIVE DATE. The provision of this Ordinance shall become effective 20 days following its publication in The Eccentric, a newspaper circulated within said Village.

Made and passed by the Village Council of the Village of Beverly Hills this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Lee Peddie, Village President

\_\_\_\_\_  
Kristin Rutkowski, Village Clerk

I, Kristin Rutkowski, being the duly appointed and qualified Clerk of the Village of Beverly Hills, Oakland County, Michigan, do hereby certify and declare that the foregoing is a true and correct copy of an Ordinance adopted by the Village Council of the Village of Beverly Hills at a regular meeting thereof held on the \_\_\_\_ day of July, 2019.

\_\_\_\_\_  
Kristin Rutkowski, Village Clerk



**To:** Honorable President Peddie; Village Council Members  
Chris Wilson, Village Manager

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

**Subject:** Zoning Board of Appeals Vacancies

**Date:** July 8, 2019

There are two (2) vacancies on the Zoning Board of Appeals. The first vacancy is for a full member with a term ending June 30, 2022. The second vacancy is for an alternate member with a partial term ending June 30, 2021.

The Zoning Board of Appeals meets on the second Monday of the month at 7:30 pm in the Village Council Chamber.

All eligible and interested residents are encouraged to apply by submitting an application to the Village Clerk's Office. Applications can be found on the Village website or at the Village Office. Applications are due Monday, July 29 with appointments scheduled to take place at the August 6<sup>th</sup> regular council meeting.

This constitutes the second announcement of the vacancies on the Zoning Board of Appeals.



To: Honorable President Peddie; Village Council  
Chris Wilson, Village Manager

From: Erin LaPere, Planning & Zoning Administrator

Date: July 9, 2019

Re: Proposed redevelopment to the vacant lot at 31655 Southfield Road

Robertson Brothers Homes has submitted a proposal for preliminary site plan approval to redevelop the vacant lot at 31655 Southfield Road to construct 24 attached single family residential homes. The project seeks to market homes for the younger professional, with ownership of the townhouse unit while the open space will be maintained by a homeowner's association. The housing units are designed with private two-car attached garages, brick along the first and second floors, and vinyl horizontal and shake siding along the upper portions of the buildings.

In their market analysis, they note that similar projects have been successful in several communities in the region. They believe this project will provide first-time buyers with an alternative housing choice to the traditional detached single family housing primarily available in the Village.

This project is within the Village Overlay District, where the Village has adopted a plan to encourage mixed-use development and associated zoning regulations to create a pedestrian-friendly, downtown area. The current area encompassed by the Overlay District is primarily commercial, and the developer has noted they are proposing to add this residential use to support the existing developed properties. The developer notes the project design orients the buildings parallel to Southfield Road, with street facing entrances and includes bicycle parking as described in the Overlay District plan and regulations. They believe this project will serve as a start to redevelopment of additional properties within the Overlay District and will offer a transitional area from the lower density residential areas to the west to the existing commercial areas to the north and south.

As a condominium development this requires is a multi-step approval process as described in Village Ordinance, Section 22.25. This request is for preliminary site plan approval, which requires Planning Commission recommendation and Village Council approval. The second stage is final approval which will also require Planning Commission recommendation and Village Council approval.

#### **Suggested Motion**

Village Council refers plans submitted by Robertson Brothers Homes for redevelopment at 31655 Southfield Road to the Planning Commission for review and recommendation on the preliminary site plan.

eel



**To:** Honorable President Peddie; Village Council Members  
Chris Wilson, Village Manager

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

**Subject:** Municipal Credits and Community Credits Contract with Suburban Mobility  
Authority for Regional Transportation (SMART)

**Date:** July 11, 2019

The Village of Beverly Hills is eligible to receive Municipal Credits and Community Credits from the Suburban Mobility Authority for Regional Transportation (SMART) for transportation services for our residents. NEXT is the subcontractor that provides direct services to the residents.

The Village is eligible to receive \$10,640.00 in Municipal Credits and \$15,973.00 in Community Credits for Fiscal Year 2020. The funds from SMART are paid directly to the subcontractor.

**Suggested Resolution:**

Be it resolved that the Village Council of the Village of Beverly Hills hereby authorizes Village Administration to execute a contract with the Suburban Mobility Authority for Regional Transport for Municipal Credits in the amount of \$10,640.00 and Community Credits in the amount of 15,973.00.

Attachment

# MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT FOR FY2020

I, \_\_\_\_\_, as the \_\_\_\_\_ of the **Village of Beverly Hills** (hereinafter, the "Community") hereby apply to SMART and agree to the terms and conditions herein, for the receipt and expenditure of **Municipal Credits** available for the period **July 1, 2019** through **June 30, 2020** (Section 1 below), and **Community Credits** available for the period **July 1, 2019** to **June 30, 2020** (Section 2 below); and further agree that the **Municipal and Community Credits Master Agreement** between the parties is incorporated herein by reference. A description of the service the Community shall provide hereunder is set forth in **Exhibit A**, and the operating budget for that service is set forth in **Exhibit B**, both of which are attached hereto and incorporated herein.

1. The Community agrees to use **\$10,640.00** in **Municipal Credit** funds as follows:

- |     |  |                                     |
|-----|--|-------------------------------------|
| (a) | Transfer to _____<br><small>TRANSFeree COMMUNITY</small>   | Funding of: \$ _____                |
| (b) | Van/Bus Operations<br>(Including Charter and Taxi services)  | At the cost of: \$ _____            |
| (c) | Services Purchased from SMART<br>(Including Tickets, Shuttle Services/Dial-a-Ride)   | At the cost of: \$ _____            |
| (d) | Services Purchased from Subcontractor<br><b><u>BASCC dba NEXT</u></b><br><small>(NAME OF SUBCONTRACTOR)</small><br><small>(See attached Subcontractor Service Agreement)</small> | At the cost of: \$ <u>10,640.00</u> |

**Total \$10,640.00**

SMART intends to provide Municipal Credit funds under this contract to the extent funds for the program are made available to it by the Michigan Legislature pursuant to Michigan Public Act 51 of 1951. Municipal Credit funds made available to SMART through legislative appropriation are based on the State's approved budget. In the event that revenue actually received is insufficient to support the Legislature's appropriation, it will result in an equivalent reduction in funding provided to the Community pursuant to this Contract. In such event, SMART reserves the right, without notice, to reduce the payment of Municipal Credit funds by the amount of any reduction by the legislature to SMART. All Municipal Credit funding must be spent by **June 30, 2021**; all funds not spent by that date will revert back to SMART pursuant to Michigan Public Act 51 of 1951, for expenditure consistent with Michigan law and SMART policy.

2. The Community agrees to use **\$15,973.00** in **Community Credit** funds available as follows:

- |     |  |                          |
|-----|--|--------------------------|
| (a) | Transfer to _____<br><small>TRANSFeree COMMUNITY</small>                           | Funding of: \$ _____     |
| (b) | Van/Bus Operations<br>(Including Charter and Taxi services)                        | At the cost of: \$ _____ |
| (c) | Services Purchased from SMART<br>(Including Tickets, Shuttle Services/Dial-a-Ride) | At the cost of: \$ _____ |
| (d) | Capital Purchases  | At the cost of: \$ _____ |



(e) Services Purchased from Subcontractor

At the cost of: \$ 15,973.00

**BASCC dba NEXT**

(NAME OF SUBCONTRACTOR)

(See attached Subcontractor Service Agreement)

**Total \$15,973.00**

To the extent that this Contract calls for a payment of funds directly from SMART to a subcontractor, Community hereby acknowledges that it is the party entitled to receive such funds and is affirmatively authorizing and directing SMART to pay such funds directly to the subcontractor on its behalf. Capital purchases permitted with Community Credits are subject to applicable state and federal regulations, and SMART policy, including procurement guidelines. When advantageous, SMART may make procurements directly. Reimbursement for purchases made by Community requires submission of proper documentation to support the purchase (i.e. purchase orders, receiving reports, invoices, etc.). Community Credit dollars available in **FY2020**, may be required to serve local employer transportation needs per the coordination requirements set forth in the aforementioned Master Agreement. All Community Credit funds must be spent by **June 30, 2023**; any funds not spent by that date may revert back to SMART for expenditure consistent with SMART policy.

This agreement shall be binding once signed by both parties.

**THE VILLAGE OF BEVERLY HILLS**

By: \_\_\_\_\_

Date \_\_\_\_\_

Its: \_\_\_\_\_

**SUBURBAN MOBILITY AUTHORITY FOR  
REGIONAL TRANSPORTATION**

Date \_\_\_\_\_

By: \_\_\_\_\_

John C. Hertel  
General Manager

**EXHIBIT A** \*NEXT's document to be attached by SMART

**BEVERLY HILLS PROJECT DESCRIPTION**

**Overall Project Description** (Provide a descriptive narrative): The Village of Beverly Hills contracts with NEXT to provide transportation for residents.

Service Area (Provide geographic boundaries):

---

Service Times (Provide days and hours of service):

---

Eligible User Groups (Users eligible to use the service):

---

Fare Structure: (Cost to use service)

---

Service Mode (Describe the amount and type of vehicles available, and whether they are wheelchair lift-equipped):

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**EXHIBIT B**

**PROJECT OPERATING BUDGET**

Municipality: **Village of Beverly Hills**

Contract Period: July 1, 2019 through June 30, 2020

Account Number: 48204

**OPERATING EXPENSES:**

Administrative Fee: *(All employees  
other than drivers and dispatchers)*

(10% max. of MC & CC funds)

Driver Wages

Fringe Benefits

Gasoline & Lubricants

Vehicle Insurance

Parts, Maintenance Supplies

Mechanic Wages

Fringe Benefits

Dispatch Wages

Other (Specify)

**Sub-Total (Operating Expenses)**

**PURCHASED SERVICE:**

Taxi Service

Charter Service

SMART Bus Tickets

SMART Shuttle Service

SMART Dial-A-Ride

Other (Specify): **NEXT**

\$26,613.00

**Sub-Total (Purchased Service)**

\$26,613.00

**CAPITAL EQUIPMENT:**

*(Only list purchases to be made with Community Credits)*

Computer Equipment

Software

Vehicle

Maintenance Equipment

Other (Specify)

**Sub-Total (Capital Equipment)**

**TOTAL EXPENSES:**

**Operating Expenses, Purchased Service,  
and Capital Equipment**

**\$26,613.00**

**EXHIBIT B, continued (Page 2)**

**REVENUES:**

Municipal Credit Funds	\$10,640.00
Community Credit Funds (FY19)	\$15,973.00
Specialized Services Funds	
General Funds	
Farebox Revenue	
In-Kind Service	
Special Fares (Contracted Service)	
Other (Specify)	

**TOTAL REVENUE:**

**\$26,613.00**

(Note: *TOTAL EXPENSES* must equal *TOTAL REVENUE*)

# Memorandum

**To:** Honorable President Peddie; Village Council  
**From:** Chris D. Wilson, Village Manager  
**CC:** Sheila McCarthy, Finance Director; Peggy Linkswiler, Treasurer  
**Date:** 7/12/2019  
**Re:** MERS Actuarial Valuation Report 12/31/18

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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 12/31/18 is 84%. This is a decrease from the funding ratio of 87% as of 12/31/17. The Village's market rate of return for 2017 was -4.12%. With the use of 5-year asset smoothing the actuarial rate of return for 2017 was 3.80%. Our actuarial value of assets as of December 31, 2018 is 110%. MERS is currently using an actuarial assumption for the annual rate of return of 7.75%.

For the current fiscal year (FY19) the Villages monthly defined benefit contributions will be \$38,787; or \$465,444 annually. Per this actuarial report, our monthly costs for FY 20 will be \$49,567; \$594,804 annually. Village Administration budgeted \$465,500 for these costs for FY 19.

The negative market return, decline in funding percentage and increased contribution rates for the next fiscal can be attributed to a sudden drop in asset values at the end of the 2018 calendar year. That market drop resulted in the Villages total assets as of 12/31/18 equaling \$19.89 million. This was a decline of over \$2 Million from 12/31/17 when the total assets were valued at \$21.95 Million. However, these declines have now been reversed. Between 12/31/18 and 3/31/19 the Village realized net investment income of \$1,051,928 and had total assets of \$20,623,841. Similar market gains have occurred during the second quarter of 2019 with similar returns anticipated. The Village has not yet received the statement of net position for Q2, but will be monitoring these figures as soon as they are available and will pass same along to Council.

MERS made changes to their assumptions and methods in 2015 for all members. These changes are being phased in over a five-year period. FY 20 will be the fourth year of the five-year phase in. For FY 20, MERS will also be adjusting the assumptions regarding

market rate of return and future wage growth. The assumed annual rate of return will decrease from 7.75% to 7.35%. The annual projected wage growth will decrease from 3.75% to 3.00%. These changes will be implemented with the actuarial valuation as of 12/31/19, impacting the budget for FY 21. On page 5, MERS gives a calculation of what impact these assumption changes would have on the Villages annual contribution and funding ratio. As anticipated, the overall impact of these reforms is an increase in the required contributions. Village Administration will utilize these projections in the development of the budget for FY 2020 and FY 2021.

Village Administration is content with the current funding level and pleased that asset valuation loss as of December 31, 2018 shown in this report has been recaptured. The overall cost horizon for the future appears manageable and sustainable as the Village will continue to benefit from the “closing” of this defined benefit plan to new hires in 2013. The cost increase for FY 2020 are affordable based upon current revenue projections and any future increases due to the 2019 actuarial changes should not be drastic.

Village Administration recommends a motion to receive and file the MERS Annual Actuarial Valuation Report as of December 31, 2018.



# Municipal Employees' Retirement System of Michigan

Annual Actuarial Valuation Report  
December 31, 2018 - Beverly Hills Vlg of (6321)





Spring, 2019

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 for Beverly Hills Vlg of (6321) as of December 31, 2018. The report includes the determination of liabilities and contribution rates resulting from the participation in the Municipal Employees' Retirement System of Michigan ("MERS"). This report contains the minimum actuarially determined contribution requirement, in alignment with the MERS Plan Document, Actuarial Policy, and the Michigan Constitution and governing statutes. Beverly Hills Vlg of is responsible for the employer contributions needed to provide MERS benefits for its employees and former employees.

The purposes of this valuation are to:

- Measure funding progress as of December 31, 2018,
- Establish contribution requirements for the fiscal year beginning July 1, 2020,
- Provide information regarding the identification and assessment of risk,
- Provide actuarial information in connection with applicable Governmental Accounting Standards Board (GASB) statements, and
- Provide information to assist the local unit of government with state reporting requirements.

This valuation assumed the continuing ability of the plan sponsor to make the contributions necessary to fund this plan. A determination regarding whether or not the plan sponsor is actually able to do so is outside our scope of expertise and was not performed.

The findings in this report are based on data and other information through December 31, 2018. The valuation was based upon information furnished by MERS concerning Retirement System benefits, financial transactions, plan provisions and active members, terminated members, retirees and beneficiaries. We checked for internal reasonability and year-to-year consistency, but did not audit the data. We are not responsible for the accuracy or completeness of the information provided by MERS.



The Municipal Employees' Retirement Act, PA 427 of 1984 and the MERS' Plan Document Article VI sec. 71 (1)(d), provides the MERS Board with the authority to set actuarial assumptions and methods after consultation with the actuary. As the fiduciary of the plan, MERS Retirement Board sets certain assumptions for funding and GASB purposes. These assumptions are checked regularly through a comprehensive study, called an Experience Study. The most recent study was completed in 2015, as prepared by the prior actuary, and is the basis of the assumptions and methods currently in place. **At the February 28, 2019 board meeting, the MERS Retirement Board adopted new economic assumptions effective with the December 31, 2019 annual actuarial valuation, which will impact contributions beginning in 2021.** An illustration of the potential impact is found in this report.

The Michigan Department of Treasury provides required assumptions to be used for purposes of Public Act 202 reporting. These assumptions are for reporting purposes only and do not impact required contributions. Please refer to the State Reporting page found at the end of this report for information for this filing.

For a full list of all the assumptions used, please refer to the division-specific assumptions described in table(s) in this report, and to the Appendix on the MERS website at:

<http://www.mersofmich.com/Portals/0/Assets/Resources/AAV-Appendix/MERS-2018AnnualActuarialValuation-Appendix.pdf>.

**The actuarial assumptions used for this valuation are reasonable for purposes of the measurement.**

This report has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge the information contained in this report is accurate and fairly presents the actuarial position of Beverly Hills Vlg of as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices, with the Actuarial Standards of Practice issued by the Actuarial Standards Board, and with applicable statutes.

David T. Kausch, Rebecca L. Stouffer, and Mark Buis are members of the American Academy of Actuaries. These actuaries meet the Academy's Qualification Standards to render the actuarial opinions contained herein. The signing actuaries are independent of the plan sponsor. GRS maintains independent consulting agreements with certain local units of government for services unrelated to the actuarial consulting services provided in this report.

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.



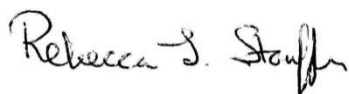
This report was prepared at the request of the MERS Retirement Board and may be provided only in its entirety by the municipality to other interested parties (MERS customarily provides the full report on request to associated third parties such as the auditor for the municipality). GRS is not responsible for the consequences of any unauthorized use. This report should not be relied on for any purpose other than the purposes described herein. Determinations of financial results, associated with the benefits described in this report, for purposes other than those identified above may be significantly different.

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,



David T. Kausch, FSA, FCA, EA, MAAA



Rebecca L. Stouffer, ASA, FCA, MAAA



Mark Buis, FSA, FCA, EA, MAAA



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# Executive Summary

## Funded Ratio

The funded ratio of a plan is the percentage of the dollar value of the actuarial accrued liability that is covered by the actuarial value of assets. While funding ratio may be a useful plan measurement, understanding a plan's funding trend may be more important than a particular point in time. Refer to Table 7 to find a history of this information.

	12/31/2018	12/31/2017
Funded Ratio*	84%	87%

\* Reflects assets from Surplus divisions, if any.

There has been a change in actuary and actuarial software since the December 31, 2017 valuation. Throughout this report are references to valuation results generated prior to the 2018 valuation date. Results prior to 2018 were received directly from the prior actuary or extracted from the previous valuation system by MERS's technology service provider.

## Required Employer Contributions:

Your required employer contributions are shown in the following table. Employee contributions, if any, are in addition to the employer contributions. Changes to the actuarial assumptions and methods based on the 2015 Experience Study are phased-in over a 5-year period. This valuation reflects the fourth 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 you requested and have been billed using No Phase-in rates, your 2019 rates will continue to use the No Phase-in method. If you have been billed using the Phased-in rates and wish to change to rates based on No Phase-in, please contact MERS.

	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:	12/31/2018	12/31/2018	12/31/2017	12/31/2017	12/31/2018	12/31/2018	12/31/2017	12/31/2017
Fiscal Year Beginning:	July 1, 2020	July 1, 2020	July 1, 2019	July 1, 2019	July 1, 2020	July 1, 2020	July 1, 2019	July 1, 2019
<b>Division</b>								
02 - Cmmd Off & Pub Sfty & Ret w/1%	-	-	-	-	\$ 28,693	\$ 29,170	\$ 22,655	\$ 23,609
10 - General Nonunion & AFSCME	-	-	-	-	4,089	4,313	5,346	5,794
20 - Cmmd Off & Pub Sfty Ret w/2%	-	-	-	-	8,005	8,385	5,976	6,736
21 - Cmmd Off & Pub Sfty Def&Ret no	-	-	-	-	8,780	9,074	4,810	5,398
<b>Municipality Total</b>					<b>\$ 49,567</b>	<b>\$ 50,942</b>	<b>\$ 38,787</b>	<b>\$ 41,537</b>

Employee contribution rates:

Valuation Date:	Employee Contribution Rate	
	12/31/2018	12/31/2017
<b>Division</b>		
02 - Cmmd Off & Pub Sfty & Ret w/1%	5.00%	5.00%
10 - General Nonunion & AFSCME	0.00%	0.00%
20 - Cmmd Off & Pub Sfty Ret w/2%	0.00%	0.00%
21 - Cmmd Off & Pub Sfty Def&Ret no	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 division 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 2020 for the entire employer would be \$58,870, instead of \$50,942.

### **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.

### **Comments on Investment Rate of Return Assumption**

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 at least 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 assumed investment return assumptions, please review the “what if” projection scenarios later in this report.

## Assumption Change in 2019

At the February 28, 2019 board meeting, the MERS Retirement Board adjusted key economic assumptions. These assumptions, in particular the investment return assumption, have a significant effect on a plan's required contribution and funding level. Historically low interest rates, along with high equity market valuations, have led to reductions in projected returns for most asset classes. This has resulted in a Board adopted reduction in the investment rate of return assumption to 7.35%, effective with the December 31, 2019 valuation first impacting 2021 contributions. The Board also changed the assumed rate of wage inflation from 3.75% to 3.00%, with the same effective date. This report includes a "What If" scenario of 7.35%/3.00% in order to show the potential impact of this assumption change.

## Comments on Asset Smoothing

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 2018 was 3.80%, while the actual market rate of return was (4.12)%**. 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 view the "[How Smoothing Works](#)" video on the [Defined Benefit resource page](#) of the MERS website.

As of December 31, 2018 the actuarial value of assets is 110% 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, 2018 valuation results were based on market value instead of actuarial value:

- The funded percent of your entire municipality would be 77% (instead of 84%); and
- Your total employer contribution requirement for the fiscal year starting July 1, 2020 would be \$818,100 (instead of \$611,304)

## 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.

Many assumptions are important in determining the required employer contributions. In the following table, we show the impact of varying the Investment Return assumption and the Wage Inflation assumption. Lower investment returns would result in higher required employer contributions, and vice-versa. Lower wage inflation generally results in lower required employer contributions as a dollar amount in the long run, and vice versa.

The relative impact of each economic 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, 2018 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.

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. Projections are not predictions. Future valuations will be based on actual future experience.

**The Retirement Board has adopted a change to the Investment Return Assumption from 7.75% to 7.35%, and the wage inflation from 3.75% to 3.00%. This change will be effective in the December 31, 2019 valuation which will impact the Fiscal Year 2021 contribution. The scenario shown using these assumptions as of December 31, 2018 is illustrative only. The actual impact of this change when reflected in the 2019 valuation will be different.**

12/31/2018 Valuation Results	Assumed Future Annual Smoothed Rate of Investment Return		
	Lower Future Annual Returns	Adopted 2019 Assumption	Valuation Assumptions
<b>Investment Return Assumption</b>	<b>5.75%</b>	<b>7.35%</b>	<b>7.75%</b>
<b>Wage Increase Assumption</b>	<b>3.75%</b>	<b>3.00%</b>	<b>3.75%</b>
Accrued Liability	\$ 32,184,661	\$ 26,698,724	\$ 25,812,948
Valuation Assets <sup>1</sup>	\$ 21,789,112	\$ 21,789,112	\$ 21,789,112
Unfunded Accrued Liability	\$ 10,395,549	\$ 4,909,612	\$ 4,023,836
<b>Funded Ratio</b>	<b>68%</b>	<b>82%</b>	<b>84%</b>
Monthly Normal Cost	\$ 29,901	\$ 17,052	\$ 17,328
Monthly Amortization Payment	\$ 79,324	\$ 42,183	\$ 33,614
<b>Total Employer Contribution<sup>2</sup></b>	<b>\$ 109,225</b>	<b>\$ 59,235</b>	<b>\$ 50,942</b>

<sup>1</sup> The Valuation Assets include assets from Surplus divisions, if any.

<sup>2</sup> If assets exceed accrued liabilities for a division, the division may have an overfunding credit 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

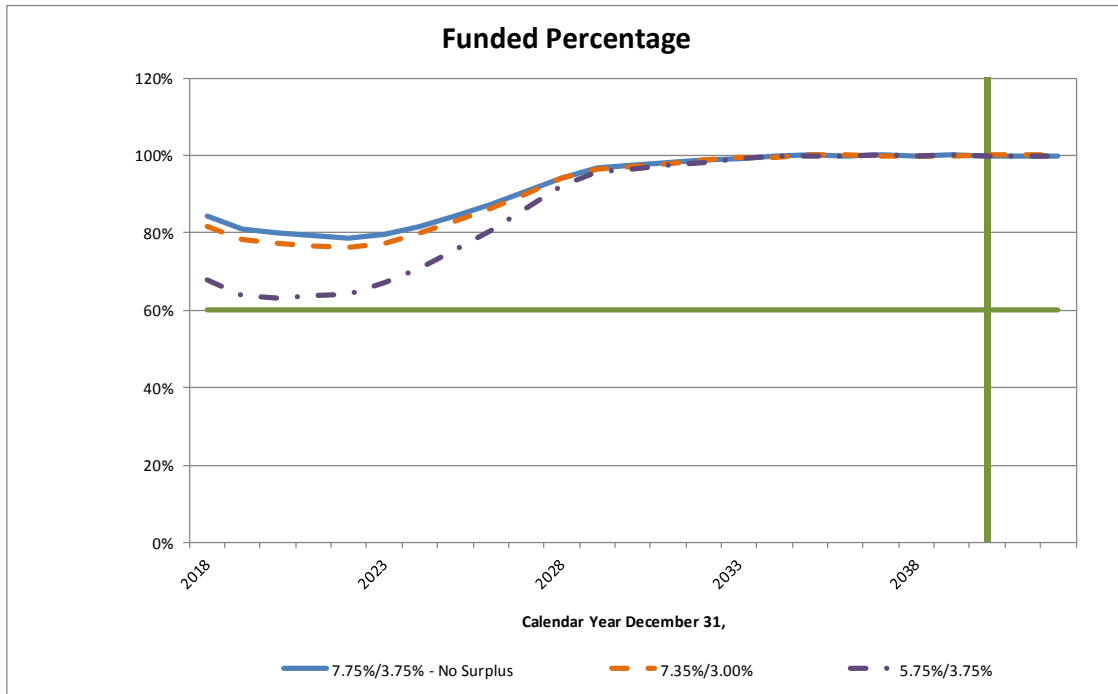
The next two pages show projections of the plan's funded ratio and computed employer contributions under the actuarial assumptions used in the valuation and alternate economic scenarios. All three projections take into account the past investment losses that will continue to affect the actuarial rate of return in the short term.

The 7.75%/3.75% scenario provides 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 7.35%/3.00% and 5.75%/3.75% projections provide an indication of the potential required employer contribution if these assumptions were met over the long-term.

Valuation Year Ending 12/31	Fiscal Year Beginning 7/1	Actuarial Accrued Liability	Valuation Assets <sup>2</sup>	Funded Percentage	Computed Annual Employer Contribution
<b>7.75%<sup>1</sup>/3.75%</b> <b>NO 5-YEAR PHASE-IN</b>					
2018	2020	\$ 25,812,948	\$ 21,789,112	84%	\$ 611,304
2019	2021	\$ 26,300,000	\$ 21,300,000	81%	\$ 768,000
2020	2022	\$ 26,800,000	\$ 21,400,000	80%	\$ 873,000
2021	2023	\$ 27,200,000	\$ 21,600,000	79%	\$ 1,020,000
2022	2024	\$ 27,600,000	\$ 21,700,000	79%	\$ 1,230,000
2023	2025	\$ 27,900,000	\$ 22,200,000	80%	\$ 1,280,000
<b>7.35%<sup>1</sup>/3.00%</b> <b>NO 5-YEAR PHASE-IN</b>					
2018	2020	\$ 26,698,724	\$ 21,789,112	82%	\$ 710,820
2019	2021	\$ 27,100,000	\$ 21,200,000	78%	\$ 872,000
2020	2022	\$ 27,600,000	\$ 21,300,000	77%	\$ 985,000
2021	2023	\$ 28,000,000	\$ 21,500,000	77%	\$ 1,140,000
2022	2024	\$ 28,300,000	\$ 21,600,000	76%	\$ 1,370,000
2023	2025	\$ 28,600,000	\$ 22,100,000	77%	\$ 1,410,000
<b>5.75%<sup>1</sup>/3.75%</b> <b>NO 5-YEAR PHASE-IN</b>					
2018	2020	\$ 32,184,661	\$ 21,789,112	68%	\$ 1,310,700
2019	2021	\$ 32,700,000	\$ 20,900,000	64%	\$ 1,530,000
2020	2022	\$ 33,200,000	\$ 20,900,000	63%	\$ 1,720,000
2021	2023	\$ 33,600,000	\$ 21,400,000	64%	\$ 1,960,000
2022	2024	\$ 34,000,000	\$ 21,800,000	64%	\$ 2,360,000
2023	2025	\$ 34,300,000	\$ 23,000,000	67%	\$ 2,410,000

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

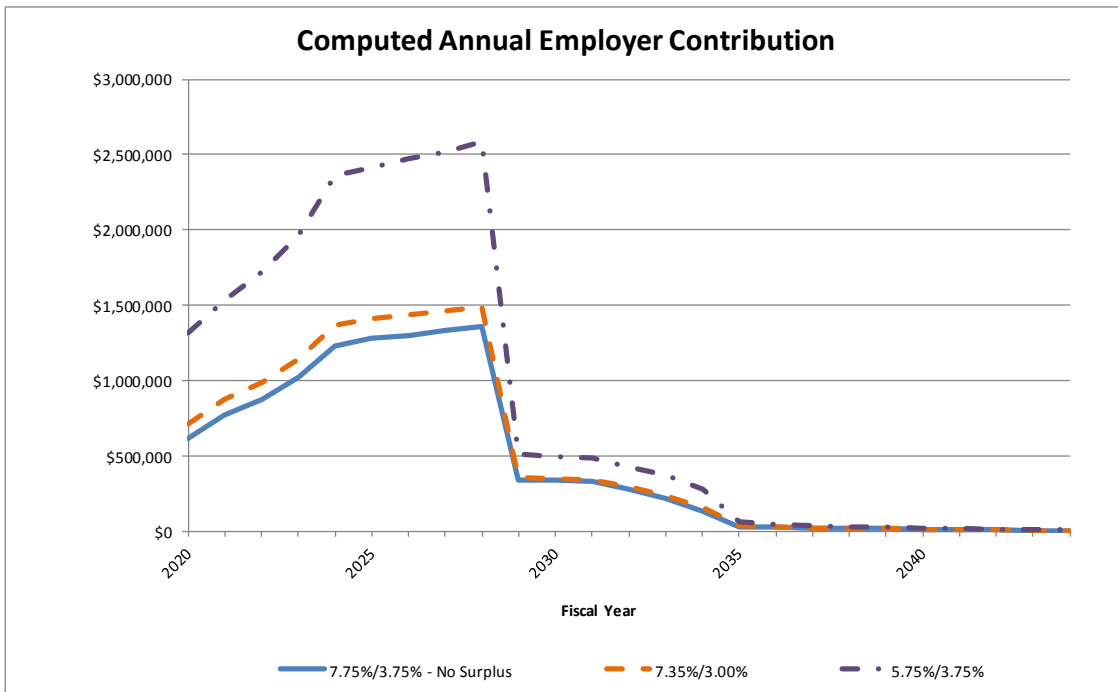
<sup>2</sup> Valuation Assets do not include assets from Surplus divisions, if any.



Notes:

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

The green indicator lines have been added at 60% funded and 22 years following the valuation date for PA 202 purposes.



Notes:

All projected contributions are shown with no phase-in.

## Table 1: Employer Contribution Details For the Fiscal Year Beginning July 1, 2020

Division	Total Normal Cost	Employee Contribut. Rate	Employer Contributions <sup>1</sup>			Computed Employer Contribut. With Phase-In	Blended ER Rate No Phase-In <sup>5</sup>	Blended ER Rate With Phase-In <sup>5</sup>	Employee Contribut. Conversion Factor <sup>2</sup>
			Employer Normal Cost	Payment of the Unfunded Accrued Liability <sup>4</sup>	Computed Employer Contribut. No Phase-In				
<b>Percentage of Payroll</b>									
02 - Cmmd Off & Pub Sfty & Ret w/1%	21.29%	5.00%	-	-	-	-	-	-	-
10 - General Nonunion & AFSCME	11.56%	0.00%	-	-	-	-	-	-	-
20 - Cmmd Off & Pub Sfty Ret w/2%	0.00%	0.00%	-	-	-	-	-	-	-
21 - Cmmd Off & Pub Sfty Def&Ret no	0.00%	0.00%	-	-	-	-	-	-	-
<b>Estimated Monthly Contribution<sup>3</sup></b>									
02 - Cmmd Off & Pub Sfty & Ret w/1%			\$ 13,615	\$ 15,555	\$ 29,170	\$ 28,693			
10 - General Nonunion & AFSCME			3,713	600	4,313	4,089			
20 - Cmmd Off & Pub Sfty Ret w/2%			0	8,385	8,385	8,005			
21 - Cmmd Off & Pub Sfty Def&Ret no			0	9,074	9,074	8,780			
<b>Total Municipality</b>			<b>\$ 17,328</b>	<b>\$ 33,614</b>	<b>\$ 50,942</b>	<b>\$ 49,567</b>			
<b>Estimated Annual Contribution<sup>3</sup></b>			<b>\$ 207,936</b>	<b>\$ 403,368</b>	<b>\$ 611,304</b>	<b>\$ 594,804</b>			

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

<sup>2</sup> 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.

<sup>3</sup> 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.

<sup>4</sup> 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.

<sup>5</sup> 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.**

## Table 2: Benefit Provisions

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

	2018 Valuation	2017 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 & Out	25 & Out
Early Retirement (Reduced):	-	-
Final Average Compensation:	2 years	2 years
COLA for Future Retirees:	1.00% (Compound)	1% (Compound)
Employee Contributions:	5.00%	5.00%
D-2:	D2 (25%)	D2 (25%)
DC Plan for New Hires:	6/1/2013	6/1/2013
	DROP+ (4%)	DROP+ (4%)
Act 88:	Yes (Adopted 12/19/2017)	No

### 10 - General Nonunion & AFSCME: Closed to new hires

	2018 Valuation	2017 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 55/15	50/25 55/15
Final Average Compensation:	3 years	3 years
Employee Contributions:	0.00%	0.00%
DC Plan for New Hires:	7/1/2015	7/1/2015
Act 88:	Yes (Adopted 12/19/2017)	No

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

	2018 Valuation	2017 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:	2.00% (Compound): Years 6-10	2% (Compound)
Employee Contributions:	-	-
Act 88:	Yes (Adopted 12/19/2017)	No

**21 - Cmmd Off & Pub Sfty Def&Ret no: Closed to new hires**

	2018 Valuation	2017 Valuation
<b>Benefit Multiplier:</b>	Old Plan Benefits	Old Plan Benefits
<b>Normal Retirement Age:</b>	-	-
<b>Vesting:</b>	-	-
<b>Early Retirement (Unreduced):</b>	-	-
<b>Early Retirement (Reduced):</b>	-	-
<b>Final Average Compensation:</b>	-	-
<b>COLA for Current Retirees:</b>	-	2% (Compound): Years 6-15
<b>Employee Contributions:</b>	-	-
<b>Act 88:</b>	Yes (Adopted 12/19/2017)	No

### Table 3: Participant Summary

Division	2018 Valuation		2017 Valuation		2018 Valuation		
	Number	Annual Payroll <sup>1</sup>	Number	Annual Payroll <sup>1</sup>	Average Age	Average Benefit Service <sup>2</sup>	Average Eligibility Service <sup>2</sup>
02 - Cmmd Off & Pub Sfty & Ret w/1%							
Active Employees	11	\$ 1,012,711	11	\$ 945,376	45.9	17.4	17.7
Vested Former Employees	2	68,460	2	68,460	42.8	15.7	15.7
Retirees and Beneficiaries	7	418,655	7	414,514	50.9		
10 - General Nonunion & AFSCME							
Active Employees	6	\$ 418,496	7	\$ 478,539	50.2	12.1	13.6
Vested Former Employees	8	114,221	7	73,572	47.1	9.6	17.8
Retirees and Beneficiaries	18	253,346	19	278,915	74.6		
20 - Cmmd Off & Pub Sfty Ret w/2%							
Active Employees	0	\$ 0	0	\$ 0	0.0	0.0	0.0
Vested Former Employees	1	22,742	1	22,742	51.8	0.0	14.0
Retirees and Beneficiaries	11	441,357	11	507,344	59.7		
21 - Cmmd Off & Pub Sfty Def&Ret no							
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	22	603,474	21	528,833	77.5		
<b>Total Municipality</b>							
Active Employees	17	\$ 1,431,207	18	\$ 1,423,915	47.4	15.5	16.3
Vested Former Employees	11	205,423	10	164,774	46.7	9.8	17.1
Retirees and Beneficiaries	<u>58</u>	<u>1,716,832</u>	<u>58</u>	<u>1,729,606</u>	<u>70.0</u>		
<b>Total Participants</b>	<b>86</b>		<b>86</b>				

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

<sup>2</sup> Descriptions can be found under Miscellaneous and Technical Assumptions in the Appendix.

## Table 4: Reported Assets (Market Value)

Division	2018 Valuation		2017 Valuation	
	Employer and Retiree <sup>1</sup>	Employee <sup>2</sup>	Employer and Retiree <sup>1</sup>	Employee <sup>2</sup>
02 - Cmmd Off & Pub Sfty & Ret w/1%	\$ 8,199,462	\$ 678,221	\$ 8,665,954	\$ 615,220
10 - General Nonunion & AFSCME	3,412,777	186	3,751,336	181
20 - Cmmd Off & Pub Sfty Ret w/2%	3,979,716	0	5,268,355	0
21 - Cmmd Off & Pub Sfty Def&Ret no	3,622,156	0	3,650,324	0
<b>Municipality Total<sup>3</sup></b>	<b>\$ 19,214,112</b>	<b>\$ 678,407</b>	<b>\$ 21,335,969</b>	<b>\$ 615,401</b>
<b>Combined Assets<sup>3</sup></b>	<b>\$19,892,519</b>		<b>\$21,951,370</b>	

<sup>1</sup> Reserve for Employer Contributions and Benefit Payments.

<sup>2</sup> Reserve for Employee Contributions.

<sup>3</sup> Totals may not add due to rounding.

The December 31, 2018 valuation assets (actuarial value of assets) are equal to 1.095342 times the reported market value of assets (compared to 1.011321 as of December 31, 2017). Refer to the Appendix for a description of the valuation asset derivation and a detailed calculation of valuation assets.



## Table 5: Flow of Valuation Assets

Year Ended 12/31	Employer Contributions		Employee Contributions	Investment Income (Valuation Assets)	Benefit Payments	Employee Contribution Refunds	Net Transfers	Valuation Asset Balance
	Required	Additional						
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
2018	466,194	0	46,821	780,254	(1,704,038)	0	0	21,789,112

**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 Asset balance includes assets from Surplus divisions, if any.

Years where historical information is not available, will be displayed with zero values.

**Table 6: Actuarial Accrued Liabilities and Valuation Assets  
as of December 31, 2018**

Division	Actuarial Accrued Liability					Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
	Active Employees	Vested Former Employees	Retirees and Beneficiaries	Pending Refunds	Total			
02 - Cmmd Off & Pub Sfty & Ret w/1%	\$ 5,397,452	\$ 376,867	\$ 5,804,990	\$ 0	\$ 11,579,309	\$ 9,724,100	84.0%	\$ 1,855,209
10 - General Nonunion & AFSCME	826,531	714,492	2,292,134	186	3,833,343	3,738,362	97.5%	94,981
20 - Cmmd Off & Pub Sfty Ret w/2%	0	235,190	5,137,173	0	5,372,363	4,359,150	81.1%	1,013,213
21 - Cmmd Off & Pub Sfty Def&Ret no	0	0	5,027,933	0	5,027,933	3,967,500	78.9%	1,060,433
<b>Total</b>	<b>\$ 6,223,983</b>	<b>\$ 1,326,549</b>	<b>\$ 18,262,230</b>	<b>\$ 186</b>	<b>\$ 25,812,948</b>	<b>\$ 21,789,112</b>	<b>84.4%</b>	<b>\$ 4,023,836</b>

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

## Table 7: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
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
2018	25,812,948	21,789,112	84%	4,023,836

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.

Years where historical information is not available will be displayed with zero values.

## Tables 8 and 9: Division-Based Comparative Schedules

### 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
2008	\$ 0	\$ 0	0%	\$ 0
2009	0	0	0%	0
2010	0	0	0%	0
2011	0	0	0%	0
2012	0	0	0%	0
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
2018	11,579,309	9,724,100	84%	1,855,209

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 <sup>1</sup>	Employee Contribution Rate <sup>2</sup>
	Number	Annual Payroll		
2008	0	\$ 0	\$ 0	0.00%
2009	0	0	\$ 0	0.00%
2010	0	0	\$ 0	0.00%
2011	0	0	\$ 0	0.00%
2012	0	0	\$ 0	0.00%
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%
2018	11	1,012,711	\$ 29,170	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 2.

See the Benefit Provision History, later in this report, for past benefit provision changes.

Years where historical information is not available, will be displayed with zero values.

## 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
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
2018	3,833,343	3,738,362	98%	94,981

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 <sup>1</sup>	Employee Contribution Rate <sup>2</sup>
	Number	Annual Payroll		
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%
2018	6	418,496	\$ 4,313	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 2.

See the Benefit Provision History, later in this report, for past benefit provision changes.

Years where historical information is not available, will be displayed with zero values.

## 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
2008	\$ 0	\$ 0	0%	\$ 0
2009	0	0	0%	0
2010	0	0	0%	0
2011	0	0	0%	0
2012	0	0	0%	0
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
2018	5,372,363	4,359,150	81%	1,013,213

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 <sup>1</sup>	Employee Contribution Rate <sup>2</sup>
	Number	Annual Payroll		
2008	0	\$ 0	\$ 0	0.00%
2009	0	0	\$ 0	0.00%
2010	0	0	\$ 0	0.00%
2011	0	0	\$ 0	0.00%
2012	0	0	\$ 0	0.00%
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%
2018	0	0	\$ 8,385	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 2.

See the Benefit Provision History, later in this report, for past benefit provision changes.

Years where historical information is not available, will be displayed with zero values.

## 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
2008	\$ 0	\$ 0	0%	\$ 0
2009	0	0	0%	0
2010	0	0	0%	0
2011	0	0	0%	0
2012	0	0	0%	0
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
2018	5,027,933	3,967,500	79%	1,060,433

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 <sup>1</sup>	Employee Contribution Rate <sup>2</sup>
	Number	Annual Payroll		
2008	0	\$ 0	\$ 0	0.00%
2009	0	0	\$ 0	0.00%
2010	0	0	\$ 0	0.00%
2011	0	0	\$ 0	0.00%
2012	0	0	\$ 0	0.00%
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%
2018	0	0	\$ 9,074	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 2.

See the Benefit Provision History, later in this report, for past benefit provision changes.

Years where historical information is not available, will be displayed with zero values.

## Table 10: Division-Based Layered Amortization Schedule

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

**Table 10-02: Layered Amortization Schedule**

Type of UAL	Date Established	Original Balance <sup>1</sup>	Original Amortization Period <sup>2</sup>	Amounts for Fiscal Year Beginning 7/1/2020		
				Outstanding UAL Balance <sup>3</sup>	Remaining Amortization Period <sup>2</sup>	Annual Amortization Payment
Initial	12/31/2015	\$ 1,969,118	19	\$ 2,164,797	13	\$ 214,692
(Gain)/Loss	12/31/2016	(763,800)	17	(835,834)	13	(82,896)
(Gain)/Loss	12/31/2017	74,797	15	82,418	13	8,172
(Gain)/Loss	12/31/2018	420,905	13	470,771	13	46,692
<b>Total</b>				<b>\$ 1,882,152</b>		<b>\$ 186,660</b>

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

<sup>2</sup> According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see Appendix on MERS website).

<sup>3</sup> 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, 2018 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2018 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.

Note: The original balance and original amortization periods prior to 12/31/2018 were received from the prior actuary.



## Division 10 - General Nonunion & AFSCME

**Table 10-10: Layered Amortization Schedule**

Type of UAL	Date Established	Original Balance <sup>1</sup>	Original Amortization Period <sup>2</sup>	Amounts for Fiscal Year Beginning 7/1/2020		
				Outstanding UAL Balance <sup>3</sup>	Remaining Amortization Period <sup>2</sup>	Annual Amortization Payment
Initial	12/31/2015	\$ 293,126	21	\$ 264,274	15	\$ 23,508
(Gain)/Loss	12/31/2016	(73,493)	19	(81,594)	15	(7,260)
(Gain)/Loss	12/31/2017	23,370	17	25,959	15	2,316
(Gain)/Loss	12/31/2018	(114,179)	15	(127,706)	15	(11,364)
<b>Total</b>				<b>\$ 80,933</b>		<b>\$ 7,200</b>

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

<sup>2</sup> According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see Appendix on MERS website).

<sup>3</sup> 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, 2018 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2018 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.

Note: The original balance and original amortization periods prior to 12/31/2018 were received from the prior actuary.

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

**Table 10-20: Layered Amortization Schedule**

Type of UAL	Date Established	Original Balance <sup>1</sup>	Original Amortization Period <sup>2</sup>	Amounts for Fiscal Year Beginning 7/1/2020		
				Outstanding UAL Balance <sup>3</sup>	Remaining Amortization Period <sup>2</sup>	Annual Amortization Payment
Initial	12/31/2015	\$ 580,830	19	\$ 520,319	13	\$ 51,600
(Gain)/Loss	12/31/2016	222,040	17	242,976	13	24,096
(Gain)/Loss	12/31/2017	119,471	15	131,634	13	13,056
(Gain)/Loss	12/31/2018	106,961	13	119,633	13	11,868
<b>Total</b>				<b>\$ 1,014,562</b>		<b>\$ 100,620</b>

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

<sup>2</sup> According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see Appendix on MERS website).

<sup>3</sup> 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, 2018 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2018 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.

Note: The original balance and original amortization periods prior to 12/31/2018 were received from the prior actuary.

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

**Table 10-21: Layered Amortization Schedule**

Type of UAL	Date Established	Original Balance <sup>1</sup>	Original Amortization Period <sup>2</sup>	Amounts for Fiscal Year Beginning 7/1/2020		
				Outstanding UAL Balance <sup>3</sup>	Remaining Amortization Period <sup>2</sup>	Annual Amortization Payment
Initial	12/31/2015	\$ 209,942	19	\$ 229,774	13	\$ 22,788
(Gain)/Loss	12/31/2016	209,528	17	229,288	13	22,740
(Gain)/Loss	12/31/2017	234,311	15	258,173	13	25,608
(Gain)/Loss	12/31/2018	340,350	13	380,673	13	37,752
<b>Total</b>				<b>\$ 1,097,908</b>		<b>\$ 108,888</b>

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

<sup>2</sup> According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see Appendix on MERS website).

<sup>3</sup> 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, 2018 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2018 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.

Note: The original balance and original amortization periods prior to 12/31/2018 were received from the prior actuary.

## 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 <http://www.mersofmich.com/>.

Actuarial Valuation Date:	12/31/2018
Measurement Date of the Total Pension Liability (TPL):	12/31/2018
At 12/31/2018, 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 (including refunds):	12
Active employees:	<u>17</u>
	87
Total Pension Liability as of 12/31/2017 measurement date:	\$ 24,836,496
Total Pension Liability as of 12/31/2018 measurement date:	\$ 25,165,423
Service Cost for the year ending on the 12/31/2018 measurement date:	\$ 251,631
Change in the Total Pension Liability due to:	
- Benefit changes <sup>1</sup> :	\$ 0
- Differences between expected and actual experience <sup>2</sup> :	\$ (147,490)
- Changes in assumptions <sup>2</sup> :	\$ 0
<sup>1</sup> A change in liability due to benefit changes is immediately recognized when calculating pension expense for the year.	
<sup>2</sup> 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.	
Average expected remaining service lives of all employees (active and inactive):	2
Covered employee payroll: (Needed for Required Supplementary Information)	\$ 1,431,207
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 12/31/2018: \$	2,769,261	\$ -	\$ (2,333,121)

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

12/19/2017	Covered by Act 88
12/1/2016	Service Credit Purchase Estimates - Yes
6/1/2013	25 Years & Out
6/1/2013	Benefit D2 Plan
6/1/2013	Benefit FAC-2 (2 Year Final Average Compensation)
6/1/2013	10 Year Vesting
6/1/2013	DROP+ Program - 4% Reduction
6/1/2013	Non Standard Compensation Definition
6/1/2013	Day of work defined as 12 Hours a Day for All employees.
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
	Fiscal Month - July
	Defined Benefit Normal Retirement Age - 60
	Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years

## 10 - General Nonunion & AFSCME

12/19/2017	Covered by Act 88
12/1/2016	Service Credit Purchase Estimates - Yes
7/1/2015	Accelerated to 15-year Amortization
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 - Cmmd Off & Pub Sfty Ret w/2%

12/19/2017	Covered by Act 88
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

12/19/2017	Covered by Act 88
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 & Ret w/1%	0.00%
10 - General Nonunion & AFSCME	1.00%
20 - Cmmd Off & Pub Sfty Ret w/2%	0.00%
21 - Cmmd Off & Pub Sfty Def&Ret no	0.00%

## Withdrawal Rate Scaling Factor

Division	Withdrawal Rate Scaling Factor
02 - Cmmd Off & Pub Sfty & Ret w/1%	50%
10 - General Nonunion & AFSCME	100%
20 - Cmmd Off & Pub Sfty Ret w/2%	50%
21 - Cmmd Off & Pub Sfty Def&Ret no	50%

## Miscellaneous and Technical Assumptions

Loads – None.

## Amortization Policy for Closed Divisions

Closed Division	Amortization Option
02 - Cmmd Off & Pub Sfty & Ret w/1%	Accelerated to 5-Year Amortization
10 - General Nonunion & AFSCME	Accelerated to 15-Year Amortization
20 - Cmmd Off & Pub Sfty Ret w/2%	Accelerated to 5-Year Amortization
21 - Cmmd Off & Pub Sfty Def&Ret no	Accelerated to 5-Year Amortization

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

## Risk Commentary

Determination of the accrued liability, the employer contribution, and the funded ratio requires the use of assumptions regarding future economic and demographic experience. Risk measures, as illustrated in this report, are intended to aid in the understanding of the effects of future experience differing from the assumptions used in the course of the actuarial valuation. Risk measures may also help with illustrating the potential volatility in the accrued liability, the actuarially determined contribution and the funded ratio that result from the differences between actual experience and the actuarial assumptions.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the Plan's funded status); and changes in plan provisions or applicable law. The scope of an actuarial valuation does not include an analysis of the potential range of such future measurements.

Examples of risk that may reasonably be anticipated to significantly affect the plan's future financial condition include:

- **Investment Risk** – actual investment returns may differ from the expected returns;
- **Asset/Liability Mismatch** – changes in asset values may not match changes in liabilities, thereby altering the gap between the accrued liability and assets and consequently altering the funded status and contribution requirements;
- **Salary and Payroll Risk** – actual salaries and total payroll may differ from expected, resulting in actual future accrued liability and contributions differing from expected;
- **Longevity Risk** – members may live longer or shorter than expected and receive pensions for a period of time other than assumed; and
- **Other Demographic Risks** – members may terminate, retire or become disabled at times or with benefits other than assumed resulting in actual future accrued liability and contributions differing from expected.

The effects of certain trends in experience can generally be anticipated. For example, if the investment return since the most recent actuarial valuation is less (or more) than the assumed rate, the cost of the plan can be expected to increase (or decrease). Likewise if longevity is improving (or worsening), increases (or decreases) in cost can be anticipated.



## PLAN MATURITY MEASURES

Risks facing a pension plan evolve over time. A young plan with virtually no investments and paying few benefits may experience little investment risk. An older plan with a large number of members in pay status and a significant trust may be much more exposed to investment risk. Generally accepted plan maturity measures include the following:

1. Ratio of the market value of assets to total payroll	13.9
2. Ratio of actuarial accrued liability to payroll	18.0
3. Ratio of actives to retirees and beneficiaries	0.3
4. Ratio of market value of assets to benefit payments	11.7
5. Ratio of net cash flow to market value of assets (boy)	-5.4%

### RATIO OF MARKET VALUE OF ASSETS TO TOTAL PAYROLL

The relationship between assets and payroll is a useful indicator of the potential volatility of contributions. For example, if the market value of assets is 2.0 times the payroll, a return on assets 5% different than assumed would equal 10% of payroll. A higher (lower) or increasing (decreasing) level of this maturity measure generally indicates a higher (lower) or increasing (decreasing) volatility in plan sponsor contributions as a percentage of payroll.

### RATIO OF ACTUARIAL ACCRUED LIABILITY TO PAYROLL

The relationship between actuarial accrued liability and payroll is a useful indicator of the potential volatility of contributions for a fully funded plan. A funding policy that targets a funded ratio of 100% is expected to result in the ratio of assets to payroll and the ratio of liability to payroll converging over time.

### RATIO OF ACTIVES TO RETIREES AND BENEFICIARIES

A young plan with many active members and few retirees will have a high ratio of active to retirees. A mature open plan may have close to the same number of actives to retirees resulting in a ratio near 1.0. A super-mature or closed plan may have significantly more retirees than actives resulting in a ratio below 1.0.

### RATIO OF MARKET VALUE OF ASSETS TO BENEFIT PAYMENTS

The MERS' Actuarial Policy requires a total minimum contribution equal to the excess (if any) of three times the expected annual benefit payments over the projected market value of assets as of the participating municipality or court's Fiscal Year for which the contribution applies. The ratio of market value of assets to benefit payments as of the valuation date provides an indication of whether the division is at risk for triggering the minimum contribution rule in the near term. If the division triggers this minimum contribution rule, the required employer contributions could increase dramatically relative to previous valuations.

### RATIO OF NET CASH FLOW TO MARKET VALUE OF ASSETS

A positive net cash flow means contributions exceed benefits and expenses. A negative cash flow means existing funds are being used to make payments. A certain amount of negative net cash flow is generally expected to occur when benefits are prefunded through a qualified trust. Large negative net cash flows as a percent of assets may indicate a super-mature plan or a need for additional contributions.

## State Reporting

The following information has been prepared to provide some of the information necessary to complete the pension reporting requirements for the State of Michigan's Local Government Retirement System Annual Report (Form No. 5572). Additional resources are available at [www.mersofmich.com](http://www.mersofmich.com) and on the State [website](#).

Form 5572		
Line Reference	Description	Result
<b>10</b>	<b>Membership as of December 31, 2018</b>	
11	Indicate number of active members	17
12	Indicate number of inactive members	11
13	Indicate number of retirees and beneficiaries	58
<b>14</b>	<b>Investment Performance for Calendar Year Ending December 31, 2018<sup>1</sup></b>	
15	Enter actual rate of return - prior 1-year period	-3.64%
16	Enter actual rate of return - prior 5-year period	4.94%
17	Enter actual rate of return - prior 10-year period	8.25%
<b>18</b>	<b>Actuarial Assumptions</b>	
19	Actuarial assumed rate of investment return <sup>2</sup>	7.75%
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Level Percent
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any <sup>3</sup>	15
22	Is each division within the system closed to new employees? <sup>4</sup>	Yes
<b>23</b>	<b>Uniform Assumptions</b>	
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	\$21,789,112
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	\$27,934,684
27	Actuarially Determined Contribution (ADC) using uniform assumptions, Fiscal Year Ending June 30, 2019	\$797,784

- <sup>1</sup>. The Municipal Employees' Retirement System's investment performance has been provided to GRS from MERS Investment Staff and included here for reporting purposes. This investment performance figures reported are net of fees on a rolling calendar-year basis for the previous 1-, 5-, and 10-year periods as required under PA 530.
- <sup>2</sup>. Net of administrative and investment expenses.
- <sup>3</sup>. Populated with the longest amortization period remaining in the amortization schedule, across all divisions in the plan. This is when each division and the plan in total is expected to reach 100% funded if all assumptions are met.
- <sup>4</sup>. If all divisions within the employer are closed, "yes." If at least one division is open (including shadow divisions) indicate "no."

**VILLAGE MANAGER'S REPORT**  
**CHRIS D. WILSON**  
**JULY 12, 2019**

**13 Mile and Lahser Intersection work** – Consumers Energy gas infrastructure upgrades at the 13 Mile Road and Lahser Road intersection in Beverly Hills are expected to begin July 16 and be complete in mid-September. During the work, the Lahser/13 Mile intersection will remain open to traffic; however, there will be lane closures. Motorists can expect heavy delays, especially during peak commute times, and are advised to seek an alternate route.

Last year, Consumers began work at the intersection for the gas infrastructure upgrades and planned to finish the work this year. The Village has impressed upon Consumers and the Road Commission the need to have these lanes open to traffic prior to the beginning of the 2019-20 school year. We are hopeful that the project progress quickly enough so that all lanes of traffic are open prior to the beginning of the school year. If this is not the case, the Village and the Public Safety Department will coordinate with Detroit County Day School and other surrounding schools to manage traffic during morning and afternoon hours. This project is permitted by and under the jurisdiction of the Road Commission for Oakland County. Questions or concerns regarding the work should be directed to Consumers Energy at 800-477-5050.

**US Census Canvassing** – Employees working with the US Census for 2020 will be canvassing the Village beginning in August for the purpose of address verification. These workers will be walking many of the neighborhoods throughout the Village and knocking on some doors. All US Census employees will have Census identification on them.

**Meeting with Residents** – Village Administration met with residents this week that had previously expressed concerns about a detached garage that was constructed in their neighborhood. Administration felt the meeting was productive and the residents provided a list of suggestions relative to the regulation of accessory buildings. Administration agreed to pass along their suggestions for Council's review and consideration. Administration felt items "j" and "k" were worthy of further consideration. Further, Administration advised the residents that they could work with their existing HOA to develop a set of regulations regarding accessory structures within their neighborhood(s).

**Drainage Petition** – The Village is in receipt of a petition to study storm water drainage issues in the area along south 14 Mile Rd. Kirkshire Ave and north Birwood Ave. between Greenfield Rd. and Madison Street. Village Administration has verified the signatures of a majority of homeowners in this area and certified this exploratory petition. HRC has been directed to examine the drainage areas and propose an infrastructure improvement that will adequately address these surface water drainage issues. Upon completion of this examination such a project will be assigned a cost figure and Village Administration will work with the residents in this area to see if they wish to pursue a Special Assessment District to complete the project.

**22.08.100 ACCESSORY BUILDINGS, STRUCTURES AND USES IN RESIDENTIAL ZONE DISTRICTS**

a. Attached accessory buildings shall be subject to the same setback and height requirements as principal buildings for the district in which they are located.

b. No detached accessory buildings, structures, or uses shall be erected in the front or required side open space or within permanent easements.

c. Detached accessory buildings or structures may occupy a portion of the rear open space and shall be at least five feet (5') from all adjoining lot lines and **shall not exceed fifteen feet (15') in building height measured from grade to the mid-point of the roof structure** except as otherwise provided herein.

d. On corner lots where a rear open space abuts a side open space, detached accessory buildings on the corner lot shall have a minimum setback from the rear lot line a distance equal to the least side setback required for the lot abutting the corner lot.

e. No more than two accessory buildings shall be located on a single-family residential lot.

f. The total floor area of all accessory buildings shall not be greater than fifty percent (50%) of the usable floor area of the principal building, except that a minimum of five hundred (500) square feet is permitted by right where this requirement would result in a lesser area.

g. **Garage doors facing the street shall not exceed a total length of 24 feet in cumulative total and shall not exceed a height of 9 feet.**

h. Accessory buildings intended as garages are to be used for the storage of noncommercial vehicles, except that no more than one commercial vehicle of up to 10,000 pounds of gross vehicle weight may also be stored.

i. Accessory buildings shall be designed so that no exterior wall length is greater than two-times the length of any other exterior wall of that accessory building, unless otherwise approved by the ~~Planning Board~~ **Commission** upon a finding of no adverse impact to the surrounding neighborhood. {Ord. 328, 5-2-09}

j. **The roof pitch of the accessory building shall match the existing roof pitch of the primary residential structure.**

k. The roof overhang shall not exceed 9 feet above the accessory building floor elevation.

#### **22.08.150 FENCE, WALL, AND PRIVACY SCREEN REGULATIONS.**

**Purpose and intent:** It is hereby determined that regulation of the location, size, placement and certain features of fences, walls, and privacy screens is necessary to enable property owners to provide physical boundaries and privacy on private property without difficulty and confusion, to promote traffic safety, and safeguard public health and welfare.

Fences, walls, and privacy screens are permitted subject to the following:

##### **A. General Requirements:**

**1. Permit.** No fence, wall or privacy screen shall be erected, replaced or altered by more than 25% of the vertical area of any side until a permit has been issued. An application for a permit shall be filed with the Building Official, accompanied by a fee as set forth in the Village's permit fee schedule and with sufficient information to determine that the proposed structure meets the requirements of this ordinance, including a **staked surveyed site plan created by a State of Michigan licensed civil engineer or land surveyor** ~~drawings or sketches~~ showing at least the following:

- a. Location of the fence, wall or privacy screen in relation to lot lines, principal building, other structures, driveways, sidewalks, bikeways, roadways, rights-of-way and easements within 25 feet of the proposed location.
- b. Dimensions and design or style of the fence, wall, or privacy screen including any variations by location.
- c. In the event that lot lines for the subject property cannot be located to the satisfaction of the Building Official, the Building Official may require the applicant to establish lot lines on the property located by a licensed surveyor.
- d. If a permit is issued it shall contain language indicating the village permit does not relieve the applicant of compliance with the Homeowners Association regulations or deed restrictions if applicable.



# **Beverly Hills Public Safety Activity Report**

**June 27, - July 9, 2019**

- The Public Safety Department is currently looking for applicants for Public Safety Officer. Please visit our website, [www.beverlyhillspolice.com](http://www.beverlyhillspolice.com) and see if you qualify.
- Warm weather brings out motorcycles and bicyclist. Look twice and save a life.
- Remember to lock your car and house doors.
- Do not leave valuables inside your car. Do not leave your keys in your car.
- **Overhead Power Lines** It is important to use extreme caution and stay away from overhead power lines. Electricity is always trying to go somewhere. It goes easily through materials like metal, water, trees, the ground, and things with water in them – like animals and PEOPLE. Call us. Never touch a power line with a part of your body, or with any object – and never cross a substation fence. Never cut trees or vegetation near overhead power lines until you have met with a company representative. Here are some helpful tips to keep you safe: Look up! Always examine your surroundings for power line locations before doing any outside work. Electricity and water don't mix. Keep electrical appliances and toys away from water, including rain, wet ground, swimming pools, sprinklers and hoses. Meters and other electrical equipment may be located on the outside of a home or building. The meter measures the amount of electricity used. Never tamper with this or any electrical equipment. Tampering with meters is illegal and dangerous. Be cautious on the roof. Working on a roof may put you close to an overhead power line. Avoid standing up and accidentally touching a line with your head or shoulder. Use care when painting. When house painting, ensure that nothing, including you, your ladder, your paintbrush or roller, comes in contact with the power line supplying electricity to your home. Be careful with ladders and other metal objects. When using an aluminum ladder, check above you for power lines. Aluminum is an exceptionally good conductor of electricity. If you touch a power line with an aluminum ladder, you could be seriously injured or killed. The same goes for antennas, metal gutters and other long metal objects. Take extra care to ensure that they don't inadvertently touch a power line. Call before working or lifting. The Occupational Safety and Health Administration (OSHA) requires anyone working or lifting within 10 feet of overhead power lines or poles to contact the appropriate utility. This distance could be greater when dealing with higher voltage. (When using a crane, minimum approach distances are different. Call for information.). Don't prune near power lines.

Pruning trees or vegetation around power lines should only be attempted by trained professionals. Serious injuries and even fatalities have occurred when untrained individuals do this work without the assistance of qualified professionals. Please call us for an evaluation of the trees and vegetation around power lines prior to any removals. Call before cutting. Never cut trees near overhead power lines until you have met with a company representative. Do not plant trees or vegetation to grow up or near utility poles or guy wires. Be aware when moving farm equipment. Stay clear of overhead power lines when moving or storing irrigation pipes and grain augers. Metals and wet objects conduct electricity. Do not throw objects up into power lines. This can cause short circuits, and could result in injuries. This includes items you might not consider conductive, like ropes and strings. See something tangled in a power line? Stay clear. Never attempt to move an object (tree limb, kite, model airplane, etc.) from a power line yourself. Never climb the pole. Distribution wires are "live" – with electrical power that can hurt you. Never shoot or throw anything at wires, insulators or pole transformers. Never touch a downed power line. If you see a downed power line, contact your local utility immediately. Don't touch the line or anything that is in contact with it. Don't attempt to move the line. Keep others away, and consider every wire on the ground to be energized and dangerous. Fly kites, model planes and balloons safely. Fly them only in wide-open spaces like a field or on a beach. Never fly them around power lines. And never use metal, foil or wire in your kite or kite string. Guy wires keep poles standing. Don't climb or hang anything on guy wires. Never climb utility poles, towers or substation fences. Obey warning signs. "DANGER: HIGH VOLTAGE" and other warning signs are posted in some locations. But remember, all electrical equipment can be dangerous. Substations are not playgrounds. At neighborhood substations, high-voltage electricity is reduced to be sent to homes. Don't climb over or crawl under substation fences, walls or gates. If a ball or toy goes over a fence and into a substation, Stay inside during storms. When there is lightning, get inside a building or car if possible. Keep away from windows and open doors.

**Generators** Important: If you use a generator at home to provide power until your service is restored, please watch for utility crews and turn the generator off when crews are in your area. The electrical load on the power lines can be hazardous for crews making repairs. The excess electricity created by a generator can feed back onto the electric lines, severely injuring a line technician who might be working on a power line, believing it to be de-energized. A generator can be very useful during a power outage, but remember to always follow the manufacturer's instructions to ensure safe and

proper operation. To protect yourself and your family, or your business, remember to follow these rules. Always: Have a licensed electrician install stationary or standby emergency generators. Plug appliances directly into an emergency or portable generator. We don't recommend connection of a generator directly to a breaker panel, fuse box or meter box because of the hazard it can create for utility line workers. Obey all local, state and national electrical and fire codes. Store gasoline in approved fuel containers and out of children's reach. Keep children away from generators. Have a fully charged, properly rated fire extinguisher (i.e., rated for electrical and gas fires) ready at all times. And, remember to: Never replenish fuel in a generator while it is running. Call an electrician to repair a generator; never attempt to repair it yourself. Operate your generator outside. Never operate it inside a building or garage.

### **CALLS FOR SERVICE**

- 232 Calls for Service.
- 8 Arrests.
- 104 Tickets issued.
- Pbt test at the station.
- Operation Medicine cabinet twice.
- Crime prevention on Madison.
- Welfare check on Huntley Sq.
- Alarm on Reedmere.
- Medical call on 13 Mile.
- Animal Complaint on Arlington.
- Fraud identity theft on E. Valley Woods.
- Crime prevention on Beverly road.
- Officer stopped a vehicle for defective equipment on Beverly Road and Southfield. The driver was arrested for Driving While License Suspended without incident.
- Officers were called to a tree down blocking the roadway on Birwood.
- Officers were dispatched to a family trouble on Vernon.
- Property damage accident on Greenfield and Birwood.
- PBT test at the Police station (twice).
- Traffic complaint on Metamora.
- Medical on 13 Mile.
- Alarm on Hummel court.
- Found bike on Beverly.
- Road hazard on Waltham.
- Neighborhood trouble on Kirkshire.
- PBT test at station.
- Alarm on Fairfax.
- Parks and Recreation duties.
- Radar enforcement on 13 Mile and Evergreen.



- PBT test at station.
- Fire Inspection on 13 Mile.
- Traffic Complaint on Auburn.
- Traffic Enforcement on Waltham and Evergreen.
- Medical on Southfield.
- Carbon Monoxide investigation on Nottingham.
- Medical on Robinhood.
- Illegally parked cars on Birwood.
- Medical on 13 Mile.
- Ordinance Violation on 13 Mile.
- Radar Enforcement on Lahser and 14 Mile.
- Alarm on Lahser.
- Officers arrested a subject involved in an accident for drunk driving. Subject refused the PBT but took the breathalyzer test which recorded .17 and .18 BAC. The subject was arrested and lodged without incident. The incident occurred at the Taco Bell.
- Crime prevention on Elwood and Embassy.
- Crime prevention also on Vernon and Billington.
- PBT test at the station.
- Hospice Death on Rutland.
- Fire Inspection on 13 Mile.
- Traffic Complaint on 13 Mile and Evergreen.
- Fire Inspection on 13 Mile again.
- Assist citizen on 14 Mile.
- Fire Inspection on 13 Mile.
- Private Property accident on 13 Mile.
- Fire truck checks.
- Prisoner transport.
- Reckless driving complaint on Beverly and Arlington.
- Animal complaint on Southfield.
- Malicious damage to property on Metamora and Foxboro.
- Suspicious person on S. Waltham.
- Medical on 13 Mile.
- Suspicious person on Southfield.
- Suspicious person on Norchester.
- Public service request on Glencoe.
- Crime prevention on Glencoe.
- Extra patrol on Rutland.
- Loud party complaint on Old stage.
- Suspicious person on Pierce.
- Odor investigation on 13 Mile.
- Park and recreation duties.
- Alarm on Lahser.
- Open building on Lauderdale.
- Assisted Birmingham police on establishing a perimeter to locate suspect that fled on foot from them.

- Traffic complaint on 13 Mile and Woodgate.
- PBT test at the station.
- Traffic enforcement on Lahser.
- Crime prevention on Ronsdale.
- Crime prevention on Eastlady.
- Crime prevention on Smallwood.
- Traffic complaint on Kirkshire.
- Crime prevention on Valley Oaks.
- Solicitor on Marguerite.
- Crime prevention on Kinross.
- Assist motorist on Southfield.
- Crime prevention on Madison.
- Crime prevention on Bedford.
- PBT test at the station.
- Crime prevention on Beverly.
- Suspicious Circumstance on Warwick.
- PBT test at the station.
- Radar enforcement on Lahser.
- Welfare check on riverside.
- Crime prevention on Bedford.
- Motor Carrier stop on Evergreen.
- Motor Carrier stop on 14 Mile.
- Radar enforcement on Saxon.
- Crime prevention on Madison.
- Suspicious person on Dunblaine.
- Alarm on Crossbow.
- Alarm on Valley Woods.
- Alarm on Stone house lane.
- Alarm on King Richard.
- Crime prevention on Smallwood.
- Crime prevention on Rutland.
- Wires down on Beechwood.
- Parks and Recreation duties.
- Property damage accident on Evergreen and 14 Mile.
- Alarm on Valley Woods.
- Medical on 13 Mile.
- PBT test at the station.
- Crime prevention on Kinross.
- Wires down on Devonshire.
- Suspicious circumstances on Amherst.
- Medical on Small Wood.
- Alarm on Plumwood.
- Assist Citizen on 13 Mile.
- Medical on Sheridan.
- Juvenile complaint on Amherst.
- Larceny from an auto (unlocked car) Rosevear.

- Alarm on Robinhood.
- Wires down on Saxon.
- Larceny from an auto (unlocked car) on Rosevear.
- Assist citizen on Robinwood.
- Larceny from the BHC.
- Suspicious person on Buckingham.
- Wires down on Saxon.
- Animal complaint on Chelton.
- PBT at the station.
- Traffic complaint and stop at Evergreen for title/registration.
- Crime prevention on Beverly.
- Welfare check on Evergreen.
- Officers arrested a subject for Driving While Licensing Suspended. The subject was stopped for improper plates on 13 Mile and Southfield. The arrest occurred without incident.
- Crime prevention patrol on Lahser and Nottingham.
- Crime prevention patrol on 13 Mile.
- Open Building on Southfield.
- Crime prevention on Rosevear.
- Crime prevention on Rivers Edge.
- PBT test at the station.
- Suspicious person on Georgina.
- PBT test at the station.
- Assis Citizen on McKenzie.
- Public Relationships on Sleepy Hollow.
- Alarm on Smallwood.
- Public Relationships on Lincolnshire.
- PBT test at the station.
- Assist Citizen Greenfield.
- Wires down Madoline.
- Welfare check on 13 Mile.
- Alarm on Nottingham.
- Parks and Recreation duties.
- Fireworks complaint on Highbank.
- Crime prevention on Mayfair.
- Mutual aid to the city of Berkley.
- Alarm on Lahser.
- Suspicious person on Norchester.
- PBT test at the station.
- Assisted Oakland county road commission on signal out at 13 Mile.
- Operation Medicine cabinet.
- Parking complaint on Lincolnshire.
- Family trouble on 13 Mile.
- Larceny from a locker at the BHC.
- Crime prevention on Kinross.
- Open building on Beverly.

- Crime prevention on Smallwood,
- Radar enforcement on Lahser and Hilltop.
- Crime prevention on Beverly.
- PBT test at the station.
- Suspicious person on Warwick.
- Crime prevention on Carlelder.
- Open building on Ronsdale.
- Officers came upon a subject sleeping behind the wheel of a car at 13 Mile and Lahser. The vehicle was running and driver did not wake up as the Officer knocked on the window. The driver finally woke up and after a brief investigation it was learned the subject had a firearm in the car. The subject was arrested for Operating a Motor Vehicle while under the influence of drugs. The fire arm was confiscated without incident.
- Medical at Village Pines.
- Found property on 13 Mile.
- PBT test at the station.
- Animal complaint on Riverside.
- Natural gas leak on Arlington.
- Assist Motorist on Beverly and Southfield.
- PBT test at the station.
- Operation Medicine cabinet.
- Alarm on Ronsdale.
- Medical on Bellvine.
- Welfare check on Valley Oaks.
- Subject came into the station to report that a gun was stolen while at the Beverly Park. Officer then after putting out a radio report of a stolen gun received a call from Clawson Police. It was learned they had a suspect in custody with the stolen gun. Detectives are still investigating the suspect at this time.
- Wires down on Beverly.
- PBT test at the station.
- Crime prevention on Beverly.
- 911 hand up call on Westlady.
- Lost property report at Gould and Southfield.
- PBT test at the station.
- Fire truck checks.
- Open building on 13 Mile.
- Suspicious circumstance on Beverly.
- Traffic complaint on Southfield.
- Welfare check on White Oaks Trail.
- Motor carrier stop on Southfield and 13 Mile.
- PBT test at the station.
- Operation Medicine cabinet.
- Officers stopped two subject for defective equipment and no insurance at 13 Mile and Evergreen. Officer arrested the driver for a felony warrant out of the state of Ohio. The Officers then located several fraudulent credit cards along with fake

identifications. The arrest took place without incident. The Detectives are now investigating the case.

- Reported fire on Bellvine Trail. Smoke coming out of the basement. The fire was coming from the central vacuum system which shorted out. Fire was put out before more damage could be done.
- Citizen assist on 13 Mile.
- Property damage accident on 13 Mile and Southfield.
- Ordinance violation on 13 Mile and Evergreen.
- Foot patrol in Beverly Park.
- Crime prevention on Devonshire.
- Crime prevention on Beverly.
- Crime prevention on Churchill.
- Officers stopped a vehicle for defective equipment on 14 Mile and Greenfield. The driver was suspended (5) and had two outstanding warrants. Subject was arrested without incident.
- Radar enforcement on Lahser.
- Crime prevention on Waltham.
- Crime prevention on Lahser.
- Crime prevention on Southfield.
- Officers stopped a vehicle for speeding 53/40 mph on 14 Mile. The driver was arrested for Driving While License Suspended (4), without incident.
- PBT test at the station.
- Motor Carrier 13 Mile and Tremont.
- Property damage accident at Southfield and Beverly.
- Lost property Southfield.
- Crime prevention on Beverly.
- Operation Medicine cabinet.
- Suspicious vehicle on Norchester and Warwick.
- Family trouble on Robinwood.
- Parks and recreation duties.
- Officers arrested a subject for drunk driving on 14 Mile. The driver was stopped for driving without headlights or taillights on. After the investigation was complete the subject was arrested (.12 BAC) without incident.
- Officer arrested another subject for drunk driving on 14 Mile. The driver was speeding 53/40 mph. After the investigation was complete the subject was arrested (18. BAC) without incident.
- Crime prevention on Evergreen.
- Crime prevention on Waltham.
- Mental health call on 13 Mile.
- Parking complaint on Faircrest and Saxon.
- Assist Motorist on 13 Mile.
- Suspicious person on Sheridan.
- Fraud complaint on Rosevear.
- Welfare check on 14 Mile.
- Medical on Southfield.
- Assist Bloomfield Twp. On accident at Lahser and 14 Mile.

- Lost property on 13 Mile (License plate).
- Property damage accident Plantation.
- Lost property 13 Mile.
- Alarm on Sleepy Hollow.
- Medical on Rutland.
- Traffic compliment on 13 Mile.
- Officers stopped a subject who was wanted for a felony warrant on 13 Mile and Evergreen. Subject was wanted for embezzlement without incident. The subject was also wanted out of Ohio for another felony.
- Suspicious person Pierce.
- Medical on Blossom.
- Suspicious person on Waltham.
- Found property on Westlady.
- Assistance to Oakland County Sheriff on Birwood.
- Crime prevention on Beverly.
- Suspicious circumstances on Southfield.
- A driver was stopped for a defective headlight on Southfield and Saxon. The driver could not produce a valid Michigan license. The subject was arrested for Driving While License Suspended (27 times). The subject also had several outstanding warrants. The arrest took place without incident.
- Lift assist on Valley Oaks.

## **INVESTIGATIONS**

- CFS Closed and Reviewed-207.
- 8 Pending Cases.
- 25 Open Cases.
- 10 Cases Closed/12 cases Assigned.
- Arraignment at 46th OWI-High BAC.
- Took Bikes in Property to Oakland County Donation.
- Finished Fourth amendment Police One Training.
- Updated Prisoner Property Lockers.
- Obtained Video of suspects from Meijer-ID Theft/Fraud.
- Assisted Patrol with alarm run.
- Investigate LFA suspect in Clawson PD custody.
- Investigate/Obtain warrant for FTD case.

## **FIRE PREVENTION**

- 38 Fire/EMS Reports reviewed.
- 4 Annual Fire Inspections conducted.
- Road Patrol Coverage.

- Upload NFIRS data to FEMA.
- Conduct Interview for Staff and Command Research Paper.
- Coordinate Confined Space Training.
- EMS Continuing Education.
- Fire Staff and Command.
- 2 Fire Inspections on Southfield.
- Outfit new fire truck.
- Decommission old fire truck.
- MABAS Meeting.
- Submit medical reports to the State.
- Continue education EMS training.
- The old fire truck is currently being stripped for usable parts and equipment.

# Enforcement List - Inspection Summary

07/03/19

Enforcement Number	Address	Filed	Status	Closed	
E190102	18816 BEDFORD RD	06/03/19	Resolved	06/18/19	
CUT ALL TALL GRASS AROUND CONSTRUCTION SITE					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/03/19	06/18/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed	
E190110	18945 SAXON DR	06/05/19	Resolved	07/03/19	
PAINT OR STAIN WOOD LOGS OF DRIVEWAY. COMPLAINTS ON CONDITION OF PEELING/MISSING PAINT					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/20/19	07/03/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed	
E190111	16027 KIRKSHIRE AVE	06/05/19	Resolved	07/03/19	
CLEAN UP TRASH NEAT STREET FROM RENTERS					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/20/19	07/03/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed	
E190112	19045 HILLCREST BLVD	06/03/19	Notice Sent		
CUT ALL TALL GRASS FRONT AND REAR, PER VILLAGE CODE					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E190113	30250 WOODHAVEN LN	06/05/19	Resolved	07/03/19	
CUT ALL TALL GRASS FRONT AND REAR PER VILLAGE CODE.					
Inspection Type	Status	Result	Scheduled	Completed	Inspector



# Enforcement List - Inspection Summary

07/03/19

Final	Completed	02	06/20/19	07/03/19	Dan Gosselin
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Enforcement Number	Address	Filed	Status	Closed
E190114	32428 MADISON ST	06/05/19	Resolved	07/02/19

CUT ALL TALL GRASS FRONT AND REAR PER VILLAGE CODE.

<b>Inspection Type</b>	<b>Status</b>	<b>Result</b>	<b>Scheduled</b>	<b>Completed</b>	<b>Inspector</b>
Final	Completed	02	06/07/19	07/02/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E190115	15711 W 14 MILE RD	06/04/19	Resolved	07/02/19

CUT ALL TALL GRASS FRONT AND REAR PER VILLAGE CODE.

<b>Inspection Type</b>	<b>Status</b>	<b>Result</b>	<b>Scheduled</b>	<b>Completed</b>	<b>Inspector</b>
Final	Completed	02	06/07/19	07/02/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E190116	18721 WALMER LN	06/04/19	Resolved	07/02/19

CUT REAR GRASS PER VILLAGE CODE

<b>Inspection Type</b>	<b>Status</b>	<b>Result</b>	<b>Scheduled</b>	<b>Completed</b>	<b>Inspector</b>
Final	Completed	02	06/07/19	07/02/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E190117	20005 RONSDALE DR	06/04/19	Resolved	07/02/19

CUT ALL TALL GRASS FRONT AND REAR PER VILLAGE CODE.

<b>Inspection Type</b>	<b>Status</b>	<b>Result</b>	<b>Scheduled</b>	<b>Completed</b>	<b>Inspector</b>
Final	Completed	02	06/11/19	07/02/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E190118	31236 PIERCE ST	06/03/19	Notice Sent	

PLEASE REMOVE LARGE ROCKS OFF OF THE SHOULDER OFF ROAD EDGE. PLACE ON GRASS EDGE SO ROAD EDGE WORK CAN BE WORKED ON TRHU OUT THE YEAR.

# Enforcement List - Inspection Summary

07/03/19

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E190119	15535 W 14 MILE RD	06/04/19	Resolved	07/02/19
REMOVE TRASH BAG FROM FRONT OF PROPERTY UNTIL COLLECTION				

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/11/19	07/02/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E190120	15526 KIRKSHIRE AVE	06/04/19	Resolved	07/02/19
TRIM ALL TALL GRASS ALOGN GREENFIELD AND ALONG WHITE FENCE NEXT TO SIDEWALK. PER VILLAGE CODE.				

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/11/19	07/02/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E190121	15651 KIRKSHIRE AVE	06/04/19	Resolved	07/03/19
REMOVE TRASH CANS FROM STREET PER VILAGE CODE				

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/05/19	07/03/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E190122	15885 W 14 MILE RD	06/04/19	Resolved	07/03/19
EXPIRED PLATE ON WHTIE VAN CANNOT BE STORED ON PROPERTY UNKNOWN IF VEHICLE RUNS. REMOVE VAN FROM PROPERTY PER VILLAGE CODE.				

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/11/19	07/03/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
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# Enforcement List - Inspection Summary

07/03/19

E190123 17319 BEECHWOOD AVE 06/05/19 Resolved 07/03/19

BOAT AND TRAILER CANNOT BE STORED ON PROPERTY. ONLY INSIDE GARAGE OR REMOVE.

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/20/19	07/03/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E190124	15865 W 14 MILE RD	06/04/19	Resolved	07/03/19

RED FORD VAN HAS EXPIRED PLATES CANNOT BE STORED ON PROPERTY WITHOUT CURRENT PLATES. REMOVE FROM PROPERTY. GODL AUTO MUST BE REMOVED ALSO.

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/20/19	07/03/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E190125	31295 W RUTLAND ST	06/10/19	Resolved	07/03/19

TRASH COLLECTION CANNOT PICKUP BAGS TO HEAVY, CONATINS ROCKS WHICH IS NOT YARD WASTER. MUST BE RE-PACKED NOT IN GAGS, NOT OVER 50LBS

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/17/19	07/03/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E190126	20375 LINCOLN HILLS CT	06/11/19	Resolved	07/03/19

PORTABLE STRUCTURES ARE NOT ALLOWED ON PROPERTY FOR STORING OF ITEMS OR COVER FOR VEHICLES OR WATER CRAFT  
PLEASE REMOVE

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/17/19	07/03/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E190127	18915 WARWICK DR	06/14/19	Resolved	06/18/19

# Enforcement List - Inspection Summary

07/03/19

1. PLEASE REMOVE DUMPSTERS ONTO HOUSE DRIVEWAY NOT ON ROAD EASEMENT
2. REMOVE PILE OF DIRT AND BRICKS FROM ROAD EASEMENT KEEP ONLY ON HOUSE PROPERTY.
3. CLEAR AND CLEAN PUBLIC SIDEWALK OF ANY DEBRIS AND DIRT FLOWING ONTO WALKER

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/17/19	06/18/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E190128	16225 BIRWOOD AVE	06/14/19	Resolved	06/18/19
PLEASE REMOVE DISHWASHER FROM CURB UNTIL COLLECTION DAY MONDAY. COMPLAINTS				

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/17/19	06/18/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E190129	31501 EVERGREEN RD	06/14/19	Resolved	07/03/19
CUT ALL TALL GRASS FRONT AND REAR, PER VILLAGE CODE				

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/19/19	07/03/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E190130	16252 ELIZABETH ST	06/14/19	Resolved	06/18/19
CUT ALL TALL GRASS FRONT AND REAR				

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/18/19	06/18/19	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E190131	32061 VERONA CIR	06/18/19	Repaired	06/20/19
REPAIR LOUD POOL FILTER. COMPLAINTS FROM NEIGHBORS				

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/20/19	06/20/19	Dan Gosselin

# Enforcement List - Inspection Summary

07/03/19

Enforcement Number	Address	Filed	Status	Closed	
E190132	16970 REEDMERE AVE	06/17/19	Resolved	07/03/19	
CUT ALL TALL GRASS FRONT AND REAR PER VILLAGE CODE					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/18/19	07/03/19	Dan Gosselin
Enforcement Number	Address	Filed	Status	Closed	
E190133	30207 CEDAR HOLLOW DR	06/17/19	Resolved	07/03/19	
CUT ALL GRASS FRONT AND REAR. VILLAGE CODE					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/18/19	07/03/19	Dan Gosselin
Enforcement Number	Address	Filed	Status	Closed	
E190134	30665 STELLAMAR ST	06/25/19	Resolved	07/03/19	
1. CUT ALL TALL GRASS IN REAR YARD. PER VILLAGE CODE 8" LIMIT. 2. REMOVE STORED ITEMS FROM DRIVEWAY, CONTAINERS CANNOT BE STORED VISIBLE FROM STREET, MOWERS YARD EQUIPEMENT MUST BE REMOVED.					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	07/01/19	07/03/19	Dan Gosselin
Enforcement Number	Address	Filed	Status	Closed	
E190135	32420 EASTLADY DR	06/25/19	Resolved	07/03/19	
PLEASE STORE ALL TRASH ADN YARD WASTER CANS AWAY FROM VIEW OF FRONT SIDE OF HOME. STORE ALL CANS BEHIND HOUSE OR INSIDE GARAGE. PER VILLAGE CODE. COMPLAINTS					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	06/26/19	07/03/19	Dan Gosselin
Enforcement Number	Address	Filed	Status	Closed	

# Enforcement List - Inspection Summary

07/03/19

E190136                      16260 KIRKSHIRE AVE                      06/27/19    Resolved                      07/03/19  
CUT ALL TALL GRASS IN REAR YARD, PER VILLAGE CODE. COMPLAINTS

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Final	Completed	02	07/01/19	07/03/19	Dan Gosselin

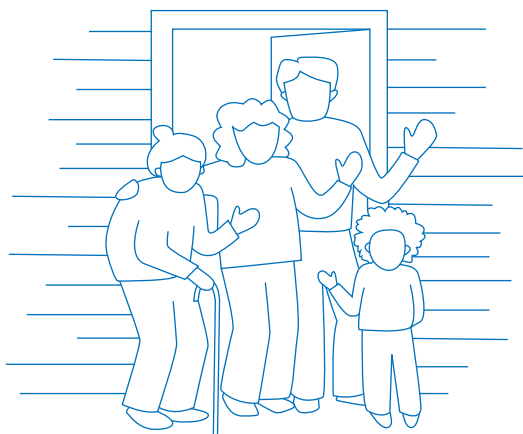
Population: All Records  
Enforcement.DateFiled Between 6/1/2019 12:00:00 AM AND 6/30/2019 11:59:59 PM

# CENSUS 101: WHAT YOU NEED TO KNOW

The 2020 Census is closer than you think!  
Here's a quick refresher of what it is and why it's essential that everyone is counted.

## Everyone counts.

The census counts every person living in the U.S. once, only once, and in the right place.

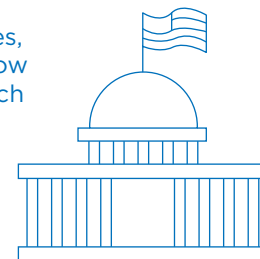


## It's in the constitution.

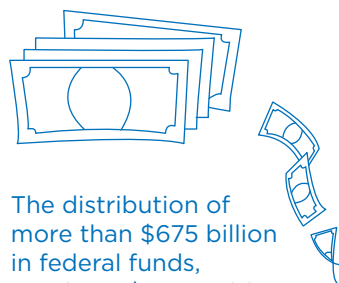
The U.S. Constitution mandates that everyone in the country be counted every 10 years. The first census was in 1790.

## It's about fair representation.

Every 10 years, the results of the census are used to reapportion the House of Representatives, determining how many seats each state gets.

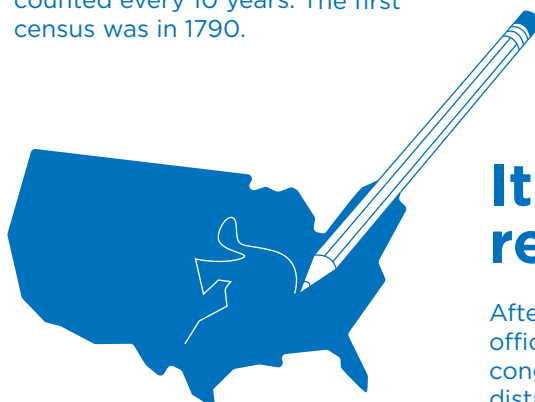


## It's about \$675 billion.



The distribution of more than \$675 billion in federal funds, grants and support to states, counties and communities are based on census data.

That money is spent on schools, hospitals, roads, public works and other vital programs.

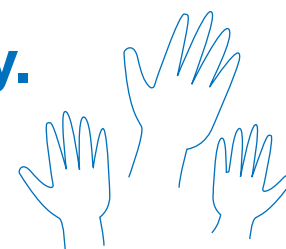


## It's about redistricting.

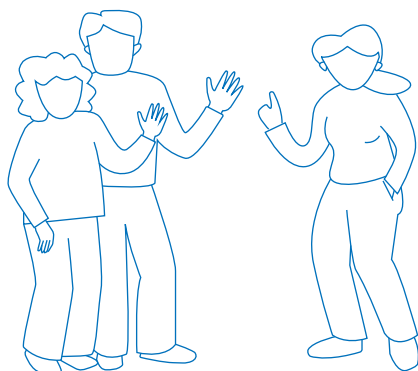
After each decade's census, state officials redraw the boundaries of the congressional and state legislative districts in their states to account for population shifts.

## Taking part is your civic duty.

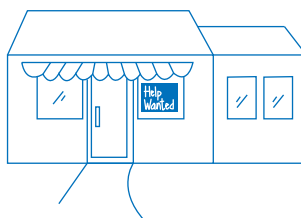
Completing the census is mandatory: it's a way to participate in our democracy and say "I COUNT!"



## Census data are being used all around you.

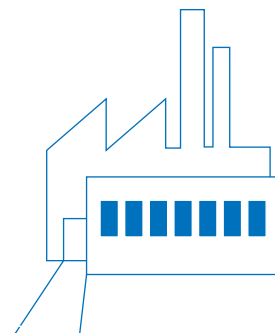
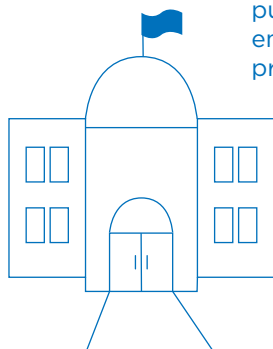


Residents use the census to support community initiatives involving legislation, quality-of-life and consumer advocacy.



Businesses use census data to decide where to build factories, offices and stores, which create jobs.

Local governments use the census for public safety and emergency preparedness.



Real estate developers use the census to build new homes and revitalize old neighborhoods.



## Your privacy is protected.

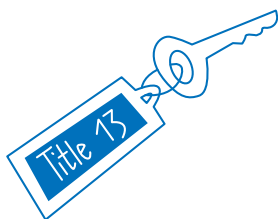
It's against the law for the Census Bureau to publicly release your responses in any way that could identify you or your household.

By law, your responses cannot be used against you and can only be used to produce statistics.



## 2020 will be easier than ever.

In 2020, you will be able to respond to the census online.



## You can help.

You are the expert—we need your ideas on the best way to make sure everyone in your community gets counted.

