

Village of Beverly Hills
Regular Village Council Meeting
Tuesday, July 7, 2020

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

Zoom link: <https://us02web.zoom.us/j/85073209289>
Meeting ID: 850 7320 9289

AGENDA

Roll Call/Call to order

Pledge of Allegiance

Amendments to Agenda/Approve Agenda

Community Announcements

Public Comments on items not on the published agenda

Consent Agenda

1. Review and consider approval of **minutes** of a regular Council meeting held June 16, 2020.
2. Review and file **bills** recapped as of Monday, June 22, 2020.
3. Review and file **bills** recapped as of Monday, July 6, 2020.
4. Review and consider annual funding **request** from the Birmingham Bloomfield Community Coalition.

Business Agenda

1. Review and consider **site plan** approval for parking lot improvements at Independent Bank located at 32800 Southfield Road.
2. Review and consider waiving sales restrictions for a pickleball/tennis court reservation **request** at Beverly Park.

Public comments

Manager's **report**

Council comments

Adjournment

Please note: This meeting will be broadcast live from the Council Chambers, but the public has the option of participating via Zoom as well. Due to COVID-19, social distancing guidelines must be followed while inside the Village Office building. Please maintain at least six feet between yourself and others while in the Village Office lobby and Council Chambers. Face masks must be worn while inside the building. Written comments to the Council may be submitted prior to the meeting to 18500 W. Thirteen Mile Road, Beverly Hills, MI 48025 or via email to the Village Clerk: krutkowski@villagebeverlyhills.com.

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.

REGULAR COUNCIL MEETING MINUTES – JUNE 16, 2020 – PAGE 1

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

Absent: None

Also Present: Village Manager, Wilson
 Village Clerk / Assistant Manager, Rutkowski
 Public Safety Director, Torongeau
 Village Attorney, Ryan
 Planning and Zoning Administrator, LaPere

Peddie called the regular Council meeting to order at 7:30 p.m. virtually via Zoom per Executive Order 2020-75. The Pledge of Allegiance was recited by those in attendance.

AMENDMENTS TO AGENDA/APPROVE AGENDA

Motion by Mooney, second by Mueller, be it resolved, the agenda is approved as published.

Roll Call Vote:
 Motion passed (7-0)

COMMUNITY ANNOUNCEMENTS

None.

PUBLIC COMMENTS

None.

CONSENT AGENDA

Motion by Mooney, second by Abboud, be it resolved, the consent agenda is approved as published.

1. Review and consider approval of minutes of a regular Council meeting held June 2, 2020.
2. Review and file bills recapped as of Monday, June 8, 2020.

Roll Call Vote:
 Motion passed (7-0)

BUSINESS AGENDA

REVIEW AND CONSIDER SUBCOMMITTEES' RECOMMENDATIONS FOR VARIOUS BOARD/COMMISSION APPOINTMENTS

Several board and commission members' terms expire on June 30, 2020. Announcements of these vacancies were made at the May 19th and June 2nd Council meetings as well as published on the Village website. Applications were due Wednesday, June 10, 2020. Administration provided a list of applicants to the Council.

Pursuant to Council policy, a subcommittee was formed for each board/commission to review the new applicants and those members who wish to be considered for reappointment. Each subcommittee met on Tuesday night via Zoom prior to the regular Council meeting.

The policy for determining eligibility for reappointment is:

- a) A 70% attendance requirement for scheduled meetings over the previous term
- b) Length of service
- c) Special expertise required by this Board, which can either come from outside experience in the field or from years of experience actually working on the Board
- d) Recommendations from other Board members and Council members
- e) Opening up opportunities for new people to serve

There was one vacancy on the Birmingham Area Cable Board. The Birmingham Area Cable Board subcommittee chaired by Mooney recommended the reappointment of James Delaney.

Motion by Mooney, second by Abboud, be it resolved, the Beverly Hills Village Council appoints James Delaney to the Birmingham Area Cable Board for a full term beginning July 1, 2020 and ending June 30, 2023.

Roll Call Vote:
Motion passed (7-0)

There were three vacancies on the Planning Commission. The Planning Commission subcommittee chaired by Hrydziusko recommended the reappointments of Antonia Grinnan and Charles Copeland and recommended the appointment of Andrea Wright.

Motion by Hrydziusko, second by Mooney, be it resolved, the Beverly Hills Village Council appoints Antonia Grinnan to the Planning Commission for a full term beginning July 1, 2020 and ending June 30, 2023.

Roll Call Vote:
Abboud – yes
George – yes
Hrydziusko – yes
Mooney – yes
Mueller – yes
Nunez – no
Peddie – yes
Motion passed (6-1)

Motion by Hrydziusko, second by Mooney, be it resolved, the Beverly Hills Village Council appoints Charles Copeland to the Planning Commission for a full term beginning July 1, 2020 and ending June 30, 2023.

Roll Call Vote:
Motion passed (7-0)

Motion by Hrydziuszko, second by Mooney, be it resolved, the Beverly Hills Village Council appoints Andrea Wright to the Planning Commission for a full term beginning July 1, 2020 and ending June 30, 2023.

Roll Call Vote:
Motion passed (7-0)

There were three vacancies on the Parks and Recreation Board. The Parks and Recreation Board subcommittee chaired by Mueller recommended the reappointment of Molly Borgon and Matt Goodrich and the appointment of Gregory Ross.

Motion by Mueller, second by George, be it resolved, the Beverly Hills Village Council appoints Molly Borgon, Matt Goodrich, and Gregory Ross to the Parks and Recreation Board for a full term beginning July 1, 2020 and ending June 30, 2023.

Roll Call Vote:
Motion passed (7-0)

There were three vacancies on the Zoning Board of Appeals. The Zoning Board of Appeals subcommittee chaired by George recommended the reappointment of Jan Gatowski and Michele Tillman and the appointment of Michael Bugenski.

Motion by George, second by Hrydziuszko, be it resolved, the Beverly Hills Village Council appoints Michele Tillman, Jan Gatowski, and Michael Bugenski to the Zoning Board of Appeals for a full term beginning July 1, 2020 and ending June 30, 2023.

Roll Call Vote:
Motion passed (7-0)

REVIEW AND CONSIDER AWARDING THE 2020 BEVERLY PARK PLAYGROUND WOODCHIP PROJECT TO SUPERIOR GROUNDCOVER, INC.

At the February 18, 2020 meeting, the Beverly Hills Village Council authorized administration to request bids to replenish the sterilized woodchips at the Beverly Park Playground. The Request for Proposals was published on MITN/BidNet Direct and after having to push the bid opening date back due to the coronavirus pandemic, the bid opening was held on May 22, 2020 via Zoom.

The Village received three (3) proposals. The lowest bid received did not include installation. The next lowest bid was from Superior Groundcover, Inc. in the amount of \$4,050.00 for 150 cubic yards of material, delivery, installation, and cleanup.

A copy of the bid tabulation and bid were provided to the Council.

Motion by Mueller, second by Mooney, be it resolved, the Beverly Hills Village Council awards the 2020 Beverly Park Playground Woodchip Project to Superior Groundcover, Inc. in the amount of \$4,050.00 for 150 cubic yards of sterilized woodchips. Funds for this project are available in account 101-751-778.03.

Roll call vote:
THESE MINUTES ARE NOT OFFICIAL. THEY HAVE NOT BEEN APPROVED BY THE VILLAGE COUNCIL.

Motion passed (7-0)

REVIEW AND CONSIDER AWARDING THE PUBLIC SAFETY BUILDING PARKING LOT REHABILITATION PROJECT TO R&R ASPHALT, INC.

The Village of Beverly Hills and the Village of Bingham Farms bid a joint asphalt project to avail both Villages of the advantage of volume of work to achieve better pricing. Beverly Hills work involves milling, base repair, and repaving of the back parking lot at the Public Safety Building. The front drive of the Public Safety Building is being redone in concrete by a different contractor and will tie into the approach work being done by the contractor for 13 Mile Road.

There were three bidders for this project ranging from a high bid of \$143,325.00 from ASI, Inc. to a low bid of \$99,288.00 from R&R Asphalt, Inc. for the work in Beverly Hills. R&R Asphalt has not previously done work in the Village, so administration checked with references they have done work for and with engineers that have worked with them to assure that they could do the work as proposed. Administration also had them supply a list of the equipment they have that would be required to do the work.

The funds for this work are in the Public Safety budget 401-905-977 (\$110,000).

Administration recommends that the Village of Beverly Hills accept the bid of R&R Asphalt, Inc. for \$99,288.00 for the portion of work for the Village of Beverly Hills. A copy of the bid tabulation was provided to the Council.

Motion by Abboud, second by Mueller, be it resolved, the Beverly Hills Village Council awards the Public Safety Building Parking Lot Rehabilitation project to R&R Asphalt, Inc. in the amount of \$99,288.00. Funds for this project are available in account 401-905-977.

Roll Call Vote:

Motion passed (7-0)

REVIEW AND CONSIDER SITE PLAN APPROVAL FOR AN EXISTING BUILDING AT 16267 W. 14 MILE ROAD

LaPere provided an overview of the site plan. Administration received a request for site plan approval from Dorchen/Martin Associates, architect for Diag Partners, for proposed renovations and an addition to the two-story office building at 16267 W. 14 Mile Road. The proposal details interior renovations, including the addition of ADA accessible features, an expansion to the building entrance on the rear of approximately 100 square feet, and the addition of a deck off the rear of the building. The total building size will increase from 5,684 GSF to 5,854 GSF. The proposal also details a reconfigured parking lot to accommodate the proposed addition, new exterior lighting and dumpster enclosure, and installation of landscaping.

Per Section 22.08.290, this project requires site plan approval for compliance with applicable subsections of the Village Ordinance. Upon referral from Council, the Planning Commission reviewed the plans at their meeting held May 27, 2020. Planning Commission made a recommendation for approval with the conditions that (1) the text on the landscape detail plan is clarified and (2) the trees in the public right-of-way are subject to approval by the Road Commission for Oakland County and if they are denied, a letter be submitted to the Village office indicating such. A copy of the minutes was provided to the Council.

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Prior to the Planning Commission meeting, the plans were reviewed by the Village planning consultant who noted the parking lot configuration may be improved by relocating the barrier-free spaces closer to the entrance and the addition of cross-walk striping to facilitate safer pedestrian access within the lot, and he requested details on the light fixtures. The applicant did revise the plans to modify the parking lot layout and supplied the necessary light fixture details to the Planning Commission at the meeting. Pursuant to the Planning Commission recommendation, the revised plans submitted for Council's review also correct the landscape plan text details and incorporate the light fixture details onto the site lighting photometric study. The applicant has also provided the cutsheets for the light fixtures.

The Village Engineer has reviewed the plans and does not anticipate any engineering concerns. The Fire Marshal comments were provided to the Council. A copy of the complete submittal package was provided to the Council.

Motion by Hrydziusko, second by Mooney, be it resolved, the Village Council approves the site plan dated May 6, 2020 for an addition and improvements to the existing building located at 16267 W. 14 Mile Road with trees in the public right-of-way subject to Road Commission for Oakland County approval.

Roll Call Vote:
Motion passed (7-0)

REVIEW AND CONSIDER FISCAL YEAR 2019-2020 BUDGET AMENDMENTS

Proposed FY 2019-2020 Village of Beverly Hills Budget Amendments were submitted for review.

There are General Fund amendments adjusting various revenue and expenditure accounts. Constitutional state shared revenue has been adjusted downward in accordance with recent state projections because of COVID19. An amendment is included for Local Community Stabilization revenue received from the State that was unbudgeted. The effect of the amendments is a net of revenue and expenditure increase of \$41,051.

In Major Roads and Local Roads there are amendments reducing Act 51 revenue received from the State due to the economic downturn relating to COVID19. There are amendments relating to the Federal project on 13 Mile Road per information from Tom Meszler. Various expenditure accounts are amended to adjust to expected actuals. The effect of the amendments is a net of revenue and expenditure decrease of \$56,096 in Major Roads and a net of revenue and expenditure increase of \$17,500 in Local Roads.

In the Public Safety Fund there are various revenue and expenditure adjustments to expected actuals. Overtime has been adjusted downward due to a lower level of activity because of COVID19. Salaries and benefits have been reduced to expected fiscal year actuals. The effect of the amendments is a net of revenue and expenditure increase of \$210,500.

These proposed FY 2019-2020 Budget Amendments have been reviewed by Village Administration and are recommended for approval.

Motion by Mooney, second by George, be it resolved that the Village of Beverly Hills Council authorizes Village Administration to transfer or adjust monies reserved in the General, Major
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Roads, Local Roads, Public Safety Funds as reflected in the June 12, 2020 memorandum from Finance Director, Sheila McCarthy and the budget amendments will be available to view on the Village website.

Roll call vote:

Motion passed (7-0)

PUBLIC COMMENTS

Michele Tillman, Plantation Lane, thanked the council for reappointing her to the Zoning Board of Appeals.

Antonia Grinnan, Riverbank, expressed her sympathy to the family of John W. Smith and sent her condolences on their loss. She thanked Council for reappointing her to the Planning Commission.

MANAGER'S REPORT

COVID-19 Response Plan – A copy of the Village's COVID-19 Response Plan was provided to the Council. The State of Michigan is requiring such a plan for all places of business upon re-opening. The plans are required no later than two weeks after re-opening to the public, however we desired to go ahead and have our completed prior to reopening. All Village Staff worked diligently to get this document completed, in addition to implementing the procedures outlined in the document. A copy of this plan has been placed on the Village's web page and has been provided to all employees and necessary contractors. The procedures and protocols contained with this report are continually being re-evaluated and will be subject to revisions, especially as we progress through the phases of the MI Safe Start Plan.

Village Hall Re-opening – As stated in the COVID-19 Response Plan, the Village Hall will be reopening to the public on a limited basis beginning Monday, June 15th. All Village staff will be present as of Monday, June 15th. There are significant modifications to procedures for being inside the building. This is for the safety of the general public as well as office staff. Again, the Village continues to encourage all residents to conduct business remotely if possible. We strongly encourage the use of the drop box for payments or utilization of on-line payments which will be available in very short order. Late fees for water bills are continuing to be waved through June 30th. Wearing of masks and social distancing will be required for all who enter the Village Hall until further notice. Thank you for your cooperation.

13 Mile Reconstruction Project – Monday, June 15th will also be the first day of implementation of detours for the 13 Mile reconstruction project. The Village has been able to conduct planning and preconstruction meetings through the Stay Home Order to keep this project on schedule. We have engaged in a notification process to all impacted residents, business and operations directly along this route. Obviously, this section of road gets a lot of pass-through traffic and there will be some growing pains with the implementation of the detours the first few days. We fully anticipate this and will be prepared to respond. The Public Safety Department is prepared to address traffic issues relative to this. Just as a reminder, westbound traffic will be maintained while east bound traffic prohibited throughout the duration of the project.

Review of Policies, Procedures and Practices for BHPSD – President Peddie has reached out to Village Administration about a coordinated response by the Village and Public Safety Dept. to the events that have taken place, and become a primary focus of public discourse, as it relates to

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community policing practices. President Peddie proposed, I and agree with, a thorough review of all existing procedures and practices of the BHPSD and public presentation on our practices, policies, procedures and overall community policing philosophy in the Village of Beverly Hills. While we have complete confidence in the personnel and practices of BHPSD it is clear that the confidence of our fellow citizens has been shaken by events they have either experienced personally in other communities or been witness to in the media. To the greatest extent possible, we seek to hear those concerns and reassure our residents that those images that may have shaken their confidence in law enforcement are not representative of BHPSD. The information gathering process has already begun in this regard and we would be hopeful to have a public presentation ready by the first regular meeting in July.

Emergency Operations – As Council will recall, on March 17th you approved the creation of the Office of Emergency Services to oversee most of Village Operations through the pandemic. Further, I implemented the Emergency Operations Plan per Chapter 9 of the Village Municipal Code. Both of these remain in effect. With the Village moving toward a partial reopening of the Village Hall and a return of all Village Staff on June 15th I am looking the cessation of both of these operations ASAP and a return to normal operations. At this point, Village Administration is reviewing the terms of all relevant Executive Orders and other regulations and protocols, including available disaster relief funding programs, to determine the earliest appropriate date to end emergency operations. I will keep Council informed as to when this can occur.

Office Closed – The Village office will be closed on Friday, July 3rd in observance of the July 4th holiday. Trash collection will not be delayed or impacted by the July 4th holiday this year.

COUNCIL COMMENTS

George appreciates the discussion that is taking place around public safety in our community and nationwide. He is grateful that the Village is reviewing Public Safety Department policies and procedures. He recognized that the Department does a lot of things well. He suggested rotating the order of Council comments at the end of the meetings. He thanked Charles Raeder for eight years serving on the Zoning Board of Appeals.

Hrydziusko gave a heartfelt thank you to Vince Borowski for his years of service on the Planning Commission. She reminded drivers that the speed limit on Evergreen is 25 MPH and asked that commuters slow down and watch for children as they avoid the construction on 13 Mile Road.

Mueller thanked Phil Schmitt for serving on the Parks & Recreation Board, Council, Southfield Township. He thanked everyone who submitted an application for a board or commission and welcomed the new members. He also thanked the Public Safety Department for driving by residents' homes with the fire trucks on their birthdays.

Mooney thanked all the outgoing board/commission members for their service to the Village of Beverly Hills. He Thanked Phil Schmitt for his hard work on the parks. He noted that in addition to serving on the Planning Commission, Vince Borowski was fundamental in salvaging the Beverly Hills Little League in the 1990s. He thanked Charles Raeder for his phenomenal dedication to the ZBA. Mooney sent his condolences to the family of John W. Smith, who served on the Planning Board and who recently passed away. He also extended condolences to Laverne Cleary, whose husband passed away. Cleary helped with Troop 1024 and annual park clean up events. Mooney wished everyone a happy Fourth of July.

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Abboud thanked all of the board and commission members for their service to the Village. He expressed a sincere thank you to the outgoing members: Borowski, Raeder, and Schmitt. He provided an updated on the SEMCOG and Senior Advisory Board meetings. Abboud thanked the Public Safety Department for their ability to pivot in response to national issues.

Peddie stated that she would like the next Council meeting to be held in person in the Council Chambers and noted that everyone in attendance would be required to wear face masks.

ADJOURNMENT

Motion by Mooney, second by Mueller, to adjourn the meeting at 8:31 p.m.

Motion passed.

Lee Peddie
Council President

Kristin Rutkowski
Village Clerk



TO PRESIDENT PEDDIE & MEMBERS OF THE VILLAGE COUNCIL. THE FOLLOWING IS A LIST OF
EXPENDITURES FOR APPROVAL. ACCOUNTS PAYABLE RUN FROM 6/08/2020 THROUGH 6/22/2020.

ACCOUNT TOTALS:

101	GENERAL FUND	\$68,078.77
202	MAJOR ROAD FUND	\$16,529.74
203	LOCAL STREET FUND	\$37,386.89
205	PUBLIC SAFETY DEPARTMENT FUND	\$54,822.29
285	RETIREE HEALTH CARE FUND	\$4,000.00
401	CAPITAL PROJECTS FUND	\$11,933.85
592	WATER/SEWER OPERATION FUND	\$371,368.26
701	TRUST & AGENCY FUND	\$300.00
	TOTAL	<u>\$564,419.80</u>
	MANUAL CHECKS- COMERICA	\$897.41
	MANUAL CHECKS- INDEPENDENT	\$106.04
	ACCOUNTS PAYABLE	<u>\$564,419.80</u>
	GRAND TOTAL	<u>\$565,423.25</u>

CHECK DATE FROM 06/22/2020 - 06/22/2020

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
Bank COM COMERICA						
06/22/2020	COM	82075	58731	ADVANCED SECURITY & FIRE	ADVANCED SECURITY & FIRE	96.00
06/22/2020	COM	82076	31164	APOLLO FIRE APPARATUS	APOLLO FIRE APPARATUS	742.62
06/22/2020	COM	82077	01100	APOLLO FIRE EQUIPMENT	APOLLO FIRE EQUIPMENT	531.00
06/22/2020	COM	82078	53284	APPLIED IMAGING	APPLIED IMAGING	6.66
06/22/2020	COM	82079	30920	BELLE TIRE	BELLE TIRE	758.40
06/22/2020	COM	82080	51409	BEVERLY HILLS ACE	BEVERLY HILLS ACE	49.35
06/22/2020	COM	82081	51409	BEVERLY HILLS ACE	BEVERLY HILLS ACE	698.60
06/22/2020	COM	82082	60239	BILLINGS LAWN EQUIPMENT	BILLINGS LAWN EQUIPMENT	82.01
06/22/2020	COM	82083	30861	BLUE CARE NETWORK	BLUE CARE NETWORK	24,357.86
06/22/2020	COM	82084	MISC	BRIAN J BRENNAN	BRIAN J BRENNAN	700.00
06/22/2020	COM	82085	MISC	BROWN, MICHAEL L	BROWN, MICHAEL L	900.00
06/22/2020	COM	82086	03700	CARRIER & GABLE	CARRIER & GABLE	87.00
06/22/2020	COM	82087	59323	CLEANNET	CLEANNET	858.00
06/22/2020	COM	82088	31925	COALITION OF PUBLIC SAFE	COALITION OF PUBLIC SAFE	17,250.64
06/22/2020	COM	82089	51439	COMCAST	COMCAST	101.85
06/22/2020	COM	82090	40500	COMEAU EQUIPMENT CO INC.	COMEAU EQUIPMENT CO INC.	29,253.17
06/22/2020	COM	82091	50826	CONSUMERS ENERGY	CONSUMERS ENERGY	261.50
06/22/2020	COM	82092	51052	DELL MARKETING L.P.	DELL MARKETING L.P.	659.63
06/22/2020	COM	82093	MISC	DINVERNO REMODELING	DINVERNO REMODELING	400.00
06/22/2020	COM	82094	50919	DTE ENERGY	DTE ENERGY	954.10
06/22/2020	COM	82095	51385	DTE ENERGY	DTE ENERGY	5,337.20
06/22/2020	COM	82096	31228	EXXONMOBIL	EXXONMOBIL	1,988.38
06/22/2020	COM	82097	MISC	FOUNDATION SYSTEMS OF MI	FOUNDATION SYSTEMS OF MI	200.00
06/22/2020	COM	82098	58795	G&M ENTERPRISES, LTD.	G&M ENTERPRISES, LTD.	3,482.00
06/22/2020	COM	82099	58625	HALT FIRE	HALT FIRE	779.53
06/22/2020	COM	82100	08500	HUBBELL ROTH & CLARK INC	HUBBELL ROTH & CLARK INC	38,852.77
06/22/2020	COM	82101	08500	HUBBELL ROTH & CLARK INC	HUBBELL ROTH & CLARK INC	3,226.33
06/22/2020	COM	82102	08500	HUBBELL ROTH & CLARK INC	HUBBELL ROTH & CLARK INC	3,914.85
06/22/2020	COM	82103	39070	J.H. HART URBAN FORESTRY	J.H. HART URBAN FORESTRY	1,352.00
06/22/2020	COM	82104	58996	JAMES BOLOGNA	JAMES BOLOGNA	175.00
06/22/2020	COM	82105	51101	JANICE HAUSMAN	JANICE HAUSMAN	285.00
06/22/2020	COM	82106	59158	JASON'S OUTDOOR SERVICES	JASON'S OUTDOOR SERVICES	5,768.40
06/22/2020	COM	82107	59324	JCR SUPPLY, INC.	JCR SUPPLY, INC.	122.97
06/22/2020	COM	82108	MISC	JERI MCCORMICK	JERI MCCORMICK	200.00
06/22/2020	COM	82109	60077	KRISTIN RUTKOWSKI	KRISTIN RUTKOWSKI	28.98
06/22/2020	COM	82110	MISC	LIVE WELL CUSTOM HOMES I	LIVE WELL CUSTOM HOMES I	600.00
06/22/2020	COM	82111	MISC	MAIN STREET DESIGN BUILI	MAIN STREET DESIGN BUILI	500.00
06/22/2020	COM	82112	49491	MAINS LANDSCAPE SUPPLY	MAINS LANDSCAPE SUPPLY	418.07
06/22/2020	COM	82113	MISC	MENTAG, JOHN	MENTAG, JOHN	500.00
06/22/2020	COM	82114	52030	MICHIGAN GRAPHICS & AWAF	MICHIGAN GRAPHICS & AWAF	125.00
06/22/2020	COM	82115	MISC	MICHIGAN SOLAR SOLUTIONS	MICHIGAN SOLAR SOLUTIONS	400.00
06/22/2020	COM	82116	59330	MIKE SAVOIE CHEVROLET	MIKE SAVOIE CHEVROLET	394.95
06/22/2020	COM	82117	59243	NATIONAL HOSE TESTING S	NATIONAL HOSE TESTING S	806.60
06/22/2020	COM	82118	MISC	NELSON WOODWORKING	NELSON WOODWORKING	800.00
06/22/2020	COM	82119	59112	NEXT	NEXT	3,405.08
06/22/2020	COM	82120	51799	NYE UNIFORM EAST	NYE UNIFORM EAST	528.90
06/22/2020	COM	82121	59533	NYHART	NYHART	1,000.00
06/22/2020	COM	82122	51540	O'REILLY AUTO PARTS	O'REILLY AUTO PARTS	169.81
06/22/2020	COM	82123	51751	O.C.W.R.C.	O.C.W.R.C.	31,654.00
06/22/2020	COM	82124	13600	OAKLAND COUNTY TREASURE	OAKLAND COUNTY TREASURE	142,611.16
06/22/2020	COM	82125	50830	OAKLAND COUNTY TREASURE	OAKLAND COUNTY TREASURE	186,130.10
06/22/2020	COM	82126	59122	RAPID RESPONSE	RAPID RESPONSE	144.98
06/22/2020	COM	82127	16100	ROAD COMMISSION FOR OAKI	ROAD COMMISSION FOR OAKI	844.00
06/22/2020	COM	82128	16500	S.O.C.R.R.A.	S.O.C.R.R.A.	29,433.00
06/22/2020	COM	82129	59282	SAFEBUILT INC.	SAFEBUILT INC.	11,778.90
06/22/2020	COM	82130	MISC	STEPHEN LORD BUILDING	STEPHEN LORD BUILDING	200.00
06/22/2020	COM	82131	38875	SUBURBAN CALCIUM CHLORII	SUBURBAN CALCIUM CHLORII	1,500.00
06/22/2020	COM	82132	51571	SUMMIT CHEMICAL CO.	SUMMIT CHEMICAL CO.	716.40
06/22/2020	COM	82133	17700	SUNSET MAINTENANCE SERVI	SUNSET MAINTENANCE SERVI	1,000.00
06/22/2020	COM	82134	38205	VERIZON WIRELESS MESSAGI	VERIZON WIRELESS MESSAGI	297.05
06/22/2020	COM	82135	14900	VILLAGE OF BEVERLY HILLS	VILLAGE OF BEVERLY HILLS	4,000.00

COM TOTALS:

Total of 61 Checks:	564,419.80
Less 0 Void Checks:	0.00
Total of 61 Disbursements:	564,419.80

06/18/2020 10:42 AM
User: KARRIE
DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS

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CHECK DATE FROM 06/17/2020 - 06/22/2020

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
Bank COM COMERICA						
06/18/2020	COM	82136	59582	JOHNSON THERMOL-TEMP INC		330.00
06/18/2020	COM	82137	59324	JCR SUPPLY, INC.		190.91
06/18/2020	COM	82138	51792	LEXISNEXIS RISK SOLUTION		150.00
06/18/2020	COM	82139	50826	CONSUMERS ENERGY		226.50

COM TOTALS:

Total of 4 Checks:	897.41
Less 0 Void Checks:	0.00
Total of 4 Disbursements:	897.41

06/18/2020 10:43 AM
User: KARRIE
DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS

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CHECK DATE FROM 06/17/2020 - 06/22/2020

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
Bank IND INDEPENDENT BANK						
06/17/2020	IND	1132	15300	PRINTING SYSTEMS		106.04
IND TOTALS:						
Total of 1 Checks:						106.04
Less 0 Void Checks:						0.00
Total of 1 Disbursements:						106.04



TO PRESIDENT PEDDIE & MEMBERS OF THE VILLAGE COUNCIL. THE FOLLOWING IS A LIST OF
EXPENDITURES FOR APPROVAL. ACCOUNTS PAYABLE RUN FROM 6/22/2020 THROUGH 7/06/2020.

ACCOUNT TOTALS:

101	GENERAL FUND	\$23,076.66
202	MAJOR ROAD FUND	\$6,551.44
203	LOCAL STREET FUND	\$13,618.32
205	PUBLIC SAFETY DEPARTMENT FUND	\$43,094.95
592	WATER/SEWER OPERATION FUND	\$3,568.26
701	TRUST & AGENCY FUND	\$2,000.00
	TOTAL	<u>\$91,909.63</u>
	MANUAL CHECKS- COMERICA	\$0.00
	MANUAL CHECKS- INDEPENDENT	\$0.00
	ACCOUNTS PAYABLE	<u>\$91,909.63</u>
	GRAND TOTAL	<u>\$91,909.63</u>

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
Bank COM COMERICA						
07/06/2020	COM	82140	51128	ADVANCED MARKETING PARTN	ADVANCED MARKETING PARTN	610.00
07/06/2020	COM	82141	59474	ANDREW BORING	ANDREW BORING	175.00
07/06/2020	COM	82142	32671	ANDREW VAN HORN	ANDREW VAN HORN	275.00
07/06/2020	COM	82143	MISC	APK INVESTMENTS	APK INVESTMENTS	3,400.00
07/06/2020	COM	82144	53284	APPLIED IMAGING	APPLIED IMAGING	122.81
07/06/2020	COM	82145	51802	ARROW OFFICE SUPPLY CO.	ARROW OFFICE SUPPLY CO.	139.76
07/06/2020	COM	82146	59419	AXON ENTERPRISE, INC.	AXON ENTERPRISE, INC.	2,463.50
07/06/2020	COM	82147	MISC	B-DRY SYSTEM OF MICHIGAN	B-DRY SYSTEM OF MICHIGAN	300.00
07/06/2020	COM	82148	33004	BATTERIES PLUS	BATTERIES PLUS	19.95
07/06/2020	COM	82149	30920	BELLE TIRE	BELLE TIRE	1,182.96
07/06/2020	COM	82150	59558	BEST TECHNOLOGY SYSTEMS	BEST TECHNOLOGY SYSTEMS	603.25
07/06/2020	COM	82151	51409	BEVERLY HILLS ACE	BEVERLY HILLS ACE	113.72
07/06/2020	COM	82152	58959	CADILLAC ASPHALT, LLC	CADILLAC ASPHALT, LLC	576.15
07/06/2020	COM	82153	59779	CANFIELD EQUIPMENT SERVI	CANFIELD EQUIPMENT SERVI	13,561.26
07/06/2020	COM	82154	32933	CHAD TRUSSLER	CHAD TRUSSLER	175.00
07/06/2020	COM	82155	59347	CINTAS CORPORATION #31	CINTAS CORPORATION #31	42.38
07/06/2020	COM	82156	49732	CITY OF BERKLEY	CITY OF BERKLEY	5,087.50
07/06/2020	COM	82157	51439	COMCAST	COMCAST	43.23
07/06/2020	COM	82158	04500	COMEAU EQUIPMENT CO INC.	COMEAU EQUIPMENT CO INC.	27,126.66
07/06/2020	COM	82159	60118	CRAWFORD WEBB JR	CRAWFORD WEBB JR	175.00
07/06/2020	COM	82160	51840	CYNTHIA MOORE	CYNTHIA MOORE	175.00
07/06/2020	COM	82161	51052	DELL MARKETING L.P.	DELL MARKETING L.P.	4,688.70
07/06/2020	COM	82162	58934	DOYLE CLELAND	DOYLE CLELAND	175.00
07/06/2020	COM	82163	60237	ELENA YORDANOVA	ELENA YORDANOVA	200.00
07/06/2020	COM	82164	30685	ERIC KOENIG	ERIC KOENIG	1,050.00
07/06/2020	COM	82165	59813	FIRE DEFENSE EQUIPMENT C	FIRE DEFENSE EQUIPMENT C	125.54
07/06/2020	COM	82166	53489	GREAT AMERICA FINANCIAL	GREAT AMERICA FINANCIAL	600.00
07/06/2020	COM	82167	60206	GREAT LAKES WATER AUTHOF	GREAT LAKES WATER AUTHOF	949.78
07/06/2020	COM	82168	60243	GREENFIELD PRESBYTERIAN	GREENFIELD PRESBYTERIAN	455.00
07/06/2020	COM	82169	31202	HOME DEPOT CREDIT SERVIC	HOME DEPOT CREDIT SERVIC	52.00
07/06/2020	COM	82170	32578	HOWARD SHOCK	HOWARD SHOCK	175.00
07/06/2020	COM	82171	MISC	IDEAL BUILDERS AND REMOI	IDEAL BUILDERS AND REMOI	700.00
07/06/2020	COM	82172	59839	J.C. EHRlich	J.C. EHRlich	49.00
07/06/2020	COM	82173	39070	J.H. HART URBAN FORESTRY	J.H. HART URBAN FORESTRY	169.50
07/06/2020	COM	82174	59211	JAMES BALAGNA	JAMES BALAGNA	175.00
07/06/2020	COM	82175	59423	JAMES HEALY	JAMES HEALY	160.00
07/06/2020	COM	82176	59324	JCR SUPPLY, INC.	JCR SUPPLY, INC.	583.20
07/06/2020	COM	82177	58770	JEFFREY MOORE	JEFFREY MOORE	275.00
07/06/2020	COM	82178	59830	JEFFREY WALSH	JEFFREY WALSH	100.00
07/06/2020	COM	82179	60193	JOHN KRONNER	JOHN KRONNER	175.00
07/06/2020	COM	82180	30521	JOHN MILLIRON	JOHN MILLIRON	1,050.00
07/06/2020	COM	82181	59828	JOHN ZARYCKYJ	JOHN ZARYCKYJ	200.00
07/06/2020	COM	82182	58935	JON-PAUL KRAFT-GOLTZ	JON-PAUL KRAFT-GOLTZ	175.00
07/06/2020	COM	82183	51579	JOSEPH ANDERSON	JOSEPH ANDERSON	355.00
07/06/2020	COM	82184	53580	KEVIN KOWALIK	KEVIN KOWALIK	175.00
07/06/2020	COM	82185	MISC	KURTIS KITCHEN	KURTIS KITCHEN	200.00
07/06/2020	COM	82186	59812	KYLE KRAFT	KYLE KRAFT	175.00
07/06/2020	COM	82187	53316	LANG'S ON-SITE SERVICES	LANG'S ON-SITE SERVICES	330.00
07/06/2020	COM	82188	34130	LAWRENCE ALLEN	LAWRENCE ALLEN	175.00
07/06/2020	COM	82189	49968	LEE DAVIS	LEE DAVIS	175.00
07/06/2020	COM	82190	58995	LISA TROMBLEY	LISA TROMBLEY	355.00
07/06/2020	COM	82191	MISC	LOCAL RENOVATIONS LLC	LOCAL RENOVATIONS LLC	100.00
07/06/2020	COM	82192	49491	MAINS LANDSCAPE SUPPLY	MAINS LANDSCAPE SUPPLY	142.74
07/06/2020	COM	82193	39076	MATTHEW MALCOLM	MATTHEW MALCOLM	175.00
07/06/2020	COM	82194	31794	MICHAEL MILES	MICHAEL MILES	1,050.00
07/06/2020	COM	82195	52030	MICHIGAN GRAPHICS & AWAF	MICHIGAN GRAPHICS & AWAF	15.00
07/06/2020	COM	82196	59678	MITCHEL WATSON	MITCHEL WATSON	175.00
07/06/2020	COM	82197	59901	MODERNISTIC WATER RESTO	MODERNISTIC WATER RESTO	581.42
07/06/2020	COM	82198	59999	NATURAL COMMUNITY SERVIC	NATURAL COMMUNITY SERVIC	3,500.00
07/06/2020	COM	82199	59112	NEXT	NEXT	325.00
07/06/2020	COM	82200	51799	NYE UNIFORM EAST	NYE UNIFORM EAST	236.00
07/06/2020	COM	82201	MISC	OAK ELECTRIC SERVICES	OAK ELECTRIC SERVICES	800.00
07/06/2020	COM	82202	14100	OBSERVER & ECCENTRIC	OBSERVER & ECCENTRIC	401.82
07/06/2020	COM	82203	MISC	OGNE REMODELING & RESTO	OGNE REMODELING & RESTO	300.00
07/06/2020	COM	82204	32923	PAUL CHICKENSKY	PAUL CHICKENSKY	175.00
07/06/2020	COM	82205	51946	PAUL SHAPIRO	PAUL SHAPIRO	325.00
07/06/2020	COM	82206	31683	ROBERT FISHER	ROBERT FISHER	175.00
07/06/2020	COM	82207	50451	ROBERT GINTHER	ROBERT GINTHER	175.00
07/06/2020	COM	82208	59212	RON BALLER	RON BALLER	275.00
07/06/2020	COM	82209	60242	RULA KAFRI	RULA KAFRI	200.00
07/06/2020	COM	82210	MISC	SIGNATURE EXTERIORS & DE	SIGNATURE EXTERIORS & DE	300.00
07/06/2020	COM	82211	38145	SOUTHFIELD POSTAL SERVIC	SOUTHFIELD POSTAL SERVIC	408.98
07/06/2020	COM	82212	60240	STEPHEN ZAVORI	STEPHEN ZAVORI	550.00
07/06/2020	COM	82213	MISC	STEVEN GRONER	STEVEN GRONER	200.00
07/06/2020	COM	82214	59754	TANNER LAWSON	TANNER LAWSON	175.00
07/06/2020	COM	82215	60241	THOMAS CROSSEN	THOMAS CROSSEN	345.00
07/06/2020	COM	82216	49829	THOMAS DANIELSON	THOMAS DANIELSON	175.00
07/06/2020	COM	82217	31043	THOMAS J RYAN PC.	THOMAS J RYAN PC.	8,000.00

07/01/2020 10:23 AM
User: KARRIE
DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS

Page: 2/2

CHECK DATE FROM 07/06/2020 - 07/06/2020

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
07/06/2020	COM	82218	59140	TIMOTHY MATTHEW	TIMOTHY MATTHEW	175.00
07/06/2020	COM	82219	51123	ULINE	ULINE	33.00
07/06/2020	COM	82220	38205	VERIZON WIRELESS MESSAGI	VERIZON WIRELESS MESSAGI	781.50
07/06/2020	COM	82221	MISC	WEATHERGUARD	WEATHERGUARD	300.00
07/06/2020	COM	82222	59677	WILLIAM BREWSTER	WILLIAM BREWSTER	175.00
07/06/2020	COM	82223	53572	WOW! BUSINESS	WOW! BUSINESS	573.32

COM TOTALS:

Total of 84 Checks:	91,909.63
Less 0 Void Checks:	0.00
Total of 84 Disbursements:	91,909.63



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: June 30, 2020

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 20-21.

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. A notable change in this year's agreement is that the BBCC added "[a]dapting programs, services and activities to an on-line, COVID friendly format to best serve community members" under Section 1-a.

A copy of the agreement is attached.

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/Blmfld Comm Coalition).

Attachment

CONTRACT FOR COMMUNITY ACTION PROGRAM
BIRMINGHAM BLOOMFIELD COMMUNITY COALITION

Agreement made and entered into this _____ day of July, 2020 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. *Adapting programs, services and activities to an on-line, COVID friendly format to best serve community members
 - b. Large-scale substance free youth activities in person, if deemed healthy and safe
 - c. Middle and high school leadership, resilience, and refusal skills training
 - d. Youth Action Board opportunity for high school teens
 - e. Educating adults on social hosting laws via Parents Who Host campaign
 - f. Assistance with law enforcement of alcohol education visits
 - g. Assistance with law enforcement of tobacco retailer education about Michigan’s Youth Tobacco Act
 - h. Awareness generating and educational marketing campaigns on substance abuse prevention, mental health and wellness
 - i. Student alcohol and drug usage and mental health survey
 - j. Parent surveys

- k. Media education about youth-focused substance abuse and mental health problems in the community
 - l. Informational website
 - m. 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, 2020 to June 30, 2021 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: _____
Carol Mastroianni

Its: _____
Executive Director



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

From: Planning & Zoning Administrator, LaPere

Date: July 2, 2020

Re: Site plan review for parking lot improvements at 32800 Southfield Rd, Independent Bank

Administration has received a request for site plan approval from Holland Engineering on behalf of Independent Bank at 32800 Southfield Road for proposed improvements to the parking lot at the existing bank. The site has three ingress/egress points, one on Southfield Road and two on 14 Mile Road, and the parking spaces provided exceed the number required per Section 22.28. The proposal will maintain the existing parking lot circulation pattern, access points, and number of spaces. The improvements to the approaches and landscaping in the road right-of-way are subject to Road Commission for Oakland County approval.

On May 27th, the Planning Commission reviewed the plans and made a recommendation to approve with the condition that (1) at least four trees be added to the plan with approval of the Road Commission of Oakland County (at least two north of existing tree in the right of way, one south of the existing tree in the right of way, and one south of the driveway on Southfield Road); if the Road Commission does not approve the locations of the trees, then a letter stating such must be submitted to Village administration; (2) the length of the parking spaces must be minimized in order to maximize green space along Southfield Road; (3) a permanent cross access easement with the property owner to the east be obtained, subject to legal approval; and (4) that the six (6) feet striped area at the south end of the existing building be converted to a curbed landscape island. An excerpt from the meeting minutes is attached.

The applicant has proposed six trees to the road ROW along Southfield Road as approved by RCOC. The parking spaces along Southfield Road are at the minimum length allowable by Village Ordinance and the applicant has added a 1.5ft strip of greenspace between the sidewalk and the parking lot curb. They have also added the curbed landscape island in the center of the parking lot.

In the review, it was noted that an 8ft wide portion of the easternmost access drive off of 14 Mile Road is located on the neighboring property. Administration reviewed the historical records for this property and it appears that the drive has been in this location since at least the early 1970s. In order to correct this, a cross access easement is being drafted and the applicant has indicated they will have it for the Village Attorney to review on Monday, July 6th.

Additionally, the applicant has made revisions to the plans pursuant to RCOC review as described in their narrative. A copy of the revised plans is attached.

Per Section 22.08.290, this project requires site plan approval for compliance with applicable subsections of the Village Ordinance. Procedurally, the Village Council has final approval authority after review and recommendation by the Planning Commission. A copy of the plans has been provided to the Fire Marshal, Engineer, and Planning Consultant for review and comment. The Village Engineer has noted the planned work is acceptable. The Fire Marshal and Planning Consultant comments are attached.

Resolution for Consideration

Motion by the Village Council to *(approve/approve with conditions/deny)* the site plan dated June 12, 2020 for improvements to the parking lot at 32800 Southfield Road, Independent Bank.

eel

attachments

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

Absent: None

Also Present: Planning and Zoning Administrator, LaPere
Planning Consultant, Borden
Council Liaison, Hrydziusko
Village Clerk/Assistant Manager, Rutkowski

Drummond called the regular Planning Commission meeting to order at 7:30 p.m. virtually via Zoom per Executive Order 2020-75.

REVIEW AND CONSIDER RECOMMENDATION ON A REQUEST FOR SITE PLAN APPROVAL FOR IMPROVEMENTS TO THE PARKING LOT AT INDEPENDENT BANK, 32800 SOUTHFIELD ROAD

Administration received a request for site plan approval from Holland Engineering on behalf of Independent Bank at 32800 Southfield Road for proposed improvements to the parking lot at the existing bank. The site has three ingress/egress points, one on Southfield Road and two on 14 Mile Road, and the parking spaces provided exceed the number required per Section 22.28. The proposal will result in layout and number of approaches and spaces to remain the same. The improvements to the approaches are subject to Road Commission for Oakland County approval and the applicant has begun application/permitting process with RCOC. A copy of the submittal is attached. Per Section 22.08.290, this project requires site plan approval for compliance with applicable subsections of the Village Ordinance. Procedurally, the Village Council must refer the plans to the Planning Commission for review and recommendation prior to final approval by Village Council. A copy of the plans has been provided to the Fire Marshal, Engineer, and Planning Consultant for review and comment. The Village Engineer has noted the planned work is acceptable. The Fire Marshal and Planning Consultant comments were also provided.

Borden reviewed the site plan submittal from Independent Bank proposing parking lot and driveway improvements for the existing bank at the southeast corner of Southfield and 14 Mile Roads (plans dated 3/13/20) and provided an overview of his letter submitted below.

Banks and similar financial institutions, with or without drive-up service or teller machines, are listed as special land uses in the O-1 District (Section 22.20.030).

Village records indicate that this site was originally developed as a bank in 1963 and the proposed project does not entail an expansion of the established use or an increase in its intensity. The project is limited to parking lot and driveway improvements. As such, our office and Village staff are of the opinion that special land use requirements of Section 22.08.300 should be waived and that only site plan review is necessary. Procedurally, the Commission is to review the site plan and put forth a recommendation to Village Council, who has the final approval authority. We offer the following comments for your consideration in

accordance with the applicable standards of the Village Zoning Ordinance. Items in need of attention or additional discussion are underlined to ease navigation through this letter.

Site plan review. Section 22.08.290 identifies the process and review standards applicable to site plans.

1. Dimensional Requirements. The existing building is nonconforming due to its deficient front yard setback along 14 Mile Road; however, the project is limited to parking lot and driveway improvements with no building alterations proposed. With that being said, a portion of the easterly egress drive encroaches onto the adjacent property for a by-pass lane. If an easement is not already in place, the Village should require that one be provided. Additionally, the applicant must obtain the adjacent owner's authorization for the proposed activities (pavement removal, grading, and resurfacing) in this area.

2. Building Design. The proposed project does not entail any modifications to the existing building.

3. Vehicular Circulation. The proposed improvements include compliant parking lot dimensions, including both driveway widths and parking space size. As an added improvement, the bumper blocks in the southerly portion of the parking will be removed.

4. Pedestrian Circulation. The project includes a new barrier-free pedestrian ramp for access to the main building entrance. Additionally, the portion of public sidewalk along Southfield Road that is currently asphalt will be replaced with concrete as part of the improvements to this driveway. Pavement striping will also be added to the southerly parking lot area (given the removal of the bumper blocks) to help prevent vehicle/pedestrian conflicts.

5. Lighting. No alterations are proposed to existing site lighting. Based on review of aerial photos, current fixtures are downward directed, cut-off LED fixtures. As such, we do not believe any improvements are necessary.

6. Landscaping and Screening. The existing site contains a large landscape area along Southfield Road and a landscaped buffer zone along the south side of the property (towards the residential along Kirkshire Avenue). There is also screen fencing along the easterly side of the property. Current Ordinance standards (Section 22.09.040) require a total of 12 street trees (8 along Southfield and 4 along 14 Mile). There is currently only 1 such tree (along Southfield Road). Given spacing and sight limitations, we do not believe there is sufficient room for trees to be added along 14 Mile. The Commission may wish to require additional trees along Southfield Road; however, such plantings will be subject to review/approval of the Road Commission for Oakland County.

6. Engineering. We defer review of site grading, drainage and utilities to the Director of Public Services and Village Engineer.

Lastly, permits will be required for the work within the Southfield Road and 14 Mile Road rights-of way.

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

The applicants, Lynnelle Berkenpas, Holland Engineering, (220 Hoover Boulevard, Holland, Michigan) and Nicole Kruegar, Independent Bank (623 Washington Avenue, Bay City, Michigan) answered questions from the Commission.

Ostrowski asked about the curb and inquired about adding greenspace between the curb and the sidewalk.

Westerlund would like to see the site given new life instead of replacing the existing surface.

Stempien suggested that more landscaping could soften the site. He asked Borden about the alley/easement.

Kruegar stated the bank would agree to adding more grass, but would not want to take away any parking spaces. The bank has a dedicated space to host trainings, so the parking spaces are a necessity. Westerlund clarified his comment regarding reducing the extra space in the lot; not taking away parking spaces altogether.

Wilensky joined the meeting at 7:48 p.m.

Drummond asked about site lighting. There are no plans to add additional lighting.

Discussion took place regarding curb removal, additional landscaping, and drainage. The bank was willing to entertain the idea of planting more trees along Southfield Road, per Borden's comment.

There was discussion about the existing dumpster on the southeast corner of the site.

Ruprich inquired about parking bumper blocks. Berkenpas stated that the bank wants the bumper blocks removed and that new bumper blocks were not being proposed.

Drummond recapped the discussion, requested to see a landscape plan, and stated the recommendation would ultimately be pending the cross access easement clarification before it could go to Council. He emphasized that this particular site is located at a busy intersection, is the gateway to the community, and should look more welcoming.

Motion by Ostrowski, second by Grinnan, the Village Planning Commission recommends approval of the site plan dated March 13, 2020 for improvements to the parking lot at 32800 Southfield Road, Independent Bank with the following conditions: at least four trees be added to the plan with approval of the Road Commission of Oakland County (at least two north of existing tree in the right of way, one south of the existing tree in the right of way, and one south of the driveway on Southfield Road); if the Road Commission does not approve the locations of the trees, then a letter stating such must be submitted to Village administration; the length of the parking spaces must be minimized in order to maximize green space along Southfield Road; a permanent cross access easement with the property owner to the east be obtained, subject to legal

approval; and that the six (6) feet striped area at the south end of the existing building be converted to a curbed landscape island.

Roll call vote:

Borowski: no
Copeland: yes
Drummond: no
Grinnan: yes
Ostrowski: yes
Ruprich: yes
Stempien: yes
Westerlund: no
Wilensky: no

Motion passed (5-4)



May 18, 2020

Planning Commission
Village of Beverly Hills
18500 W. 13 Mile Road
Beverly Hills, MI 48025

Attention:	Erin LaPere, Planning and Zoning Administrator
Subject:	Independent Bank – Site Plan Review #1
Location:	32800 Southfield Road – southeast corner of Southfield Road and 14 Mile Road
Zoning:	O-1 Office (northerly portion) and P Parking (southerly portion) Districts

Dear Commissioners:

At the Village's request, we have reviewed the site plan submittal from Independent Bank proposing parking lot and driveway improvements for the existing bank at the southeast corner of Southfield and 14 Mile Roads (plans dated 3/13/20).

Banks and similar financial institutions, with or without drive-up service or teller machines, are listed as special land uses in the O-1 District (Section 22.20.030).

Village records indicate that this site was originally developed as a bank in 1963 and the proposed project does not entail an expansion of the established use or an increase in its intensity. The project is limited to parking lot and driveway improvements.

As such, our office and Village staff are of the opinion that special land use requirements of Section 22.08.300 should be waived and that only site plan review is necessary.

Procedurally, the Commission is to review the site plan and put forth a recommendation to Village Council, who has the final approval authority.

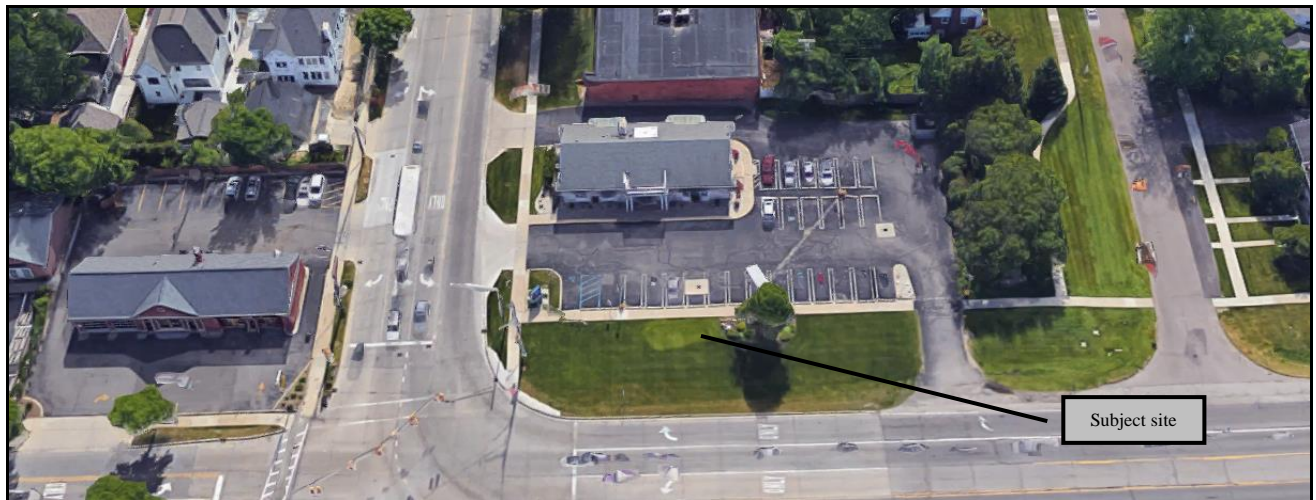
We offer the following comments for your consideration in accordance with the applicable standards of the Village Zoning Ordinance. Items in need of attention or additional discussion are underlined to ease navigation through this letter.

Site plan review. Section 22.08.290 identifies the process and review standards applicable to site plans.

- 1. Dimensional Requirements.** The existing building is nonconforming due to its deficient front yard setback along 14 Mile Road; however, the project is limited to parking lot and driveway improvements with no building alterations proposed.

With that being said, a portion of the easterly egress drive encroaches onto the adjacent property for a by-pass lane. If an easement is not already in place, the Village should require that one be provided. Additionally, the applicant must obtain the adjacent owner's authorization for the proposed activities (pavement removal, grading, and resurfacing) in this area.

- 2. Building Design.** The proposed project does not entail any modifications to the existing building.
- 3. Vehicular Circulation.** The proposed improvements include compliant parking lot dimensions, including both driveway widths and parking space size. As an added improvement, the bumper blocks in the southerly portion of the parking will be removed.



Aerial view of site and surroundings (looking east)

4. **Pedestrian Circulation.** The project includes a new barrier-free pedestrian ramp for access to the main building entrance. Additionally, the portion of public sidewalk along Southfield Road that is currently asphalt will be replaced with concrete as part of the improvements to this driveway.

Pavement striping will also be added to the southerly parking lot area (given the removal of the bumper blocks) to help prevent vehicle/pedestrian conflicts.

5. **Lighting.** No alterations are proposed to existing site lighting. Based on review of aerial photos, current fixtures are downward directed, cut-off LED fixtures. As such, we do not believe any improvements are necessary.
6. **Landscaping and Screening.** The existing site contains a large landscape area along Southfield Road and a landscaped buffer zone along the south side of the property (towards the residential along Kirkshire Avenue). There is also screen fencing along the easterly side of the property.

Current Ordinance standards (Section 22.09.040) require a total of 12 street trees (8 along Southfield and 4 along 14 Mile). There is currently only 1 such tree (along Southfield Road).

Given spacing and sight limitations, we do not believe there is sufficient room for trees to be added along 14 Mile. The Commission may wish to require additional trees along Southfield Road; however, such plantings will be subject to review/approval of the Road Commission for Oakland County.

6. **Engineering.** We defer review of site grading, drainage and utilities to the Director of Public Services and Village Engineer.

Lastly, permits will be required for the work within the Southfield Road and 14 Mile Road rights-of-way.

Should you have any questions concerning this matter, please do not hesitate to contact our office.

Respectfully,
SAFEBUILT STUDIO

Brian V. Borden
Brian V. Borden, AICP
Planning Manager

BEVERLY HILLS PUBLIC SAFETY DEPARTMENT

18600 West Thirteen Mile Road

Beverly Hills, MI 48025

Phone: 248 540 3400

Fax: 248 540 3437



Incident Details

Alarm Date & Time	Arrival Date & Time	Controlled Date & Time	Last Unit Cleared Date & Time
05/21/2020 18:20:18	05/21/2020 18:20:19		05/21/2020 18:23:01
Response Time		Priority Response?	
00:00:01		No	
Incident Type		Fire Dept. Station	Shift
900 - Special type of incident - Other		BVFD	B-BOOSTER
Aid Given or Received			
N - None			
Action Taken 1	Action Taken 2	Action Taken 3	
00 - Action taken, other			
Apparatus - Suppression Count	Apparatus - EMS Count	Apparatus - Other Count	
1			
Personnel - Suppression Count	Personnel - EMS Count	Personnel - Other Count	
		1	
EMS Provided?	Civilian Casualty? (Count)	Personnel Casualty? (Count)	
No	No	No	
Property Use		Mixed Use	
592 - Bank		-	
Property Loss	Property Value	Contents Loss	Contents Value
\$0.00	\$0.00	\$0.00	\$0.00

Location

Location Type	Address	City, State Zip Code	
Address	32800 SOUTHFIELD	BEVERLY HILLS, MI 48025	
District	Section No	Directions	Map Page
	0101	32800 SOUTHFIELD RD	
		Latitude	Longitude
		42.5310851	-83.2233712

Situation

Initial Dispatch Code	Final Dispatch Code	Incident Delay	
900F - Plan Review - Initial			
Incident Reported By	Response Type	Critical Incident?	Team Mobilized?
		No	No

Narrative:

200001999 (000) By: GINTHER, ROBERT On 5/21/2020 6:41:44 PM

Narrative Type	Narrative Description	Written By
OTHER	PLAN REVIEW	BVGINTHERR

**REPORT OF:**

Plan Review - Initial

DATE/TIME:

05/21/2020 @ 15:00 Hours

LOCATION:

32800 Southfield Road, Beverly Hills, MI 48025

SUMMARY:

A plan review of a paving project that will be done at 32800 Southfield Road, Independent Bank, was conducted for apparatus access verification. The plan was approved.

STATUS:

Approved.

NARRATIVE STATEMENT

Current Site Layout

Independent Bank is located on the southeast corner of W Fourteen Mile Road and Southfield Road in the Village of Beverly Hills in Oakland County. The property currently includes a single building with a drive-thru window, and a 27-space parking lot for banking. Approximately five employees occupy this building during business hours to serve customers conducting their banking business.

The property has three access driveways, with two driveways off W 14 Mile and the third one using Southfield. The existing building covers approximately 17.3% of the site, including covered awning areas at the main entrance and drive-thru windows.

The property is served with public water and sewer within the site.

Request

The property owner is planning to replace the asphalt surface of the parking lot, improve the eastern most access driveway on W 14 Mile and the all of the Southfield access driveway. Additional improvements include upgrading the sidewalk ramp to the main entrance and installing new curb along the east and west portions of the parking lot. The drainage structure covers on the storm system will be adjusted, and underdrain will be placed under the parking lot to improve the lifespan of the lot.

While there are many improvements to this site, the overall layout has limited changes. No changes are proposed to the current number of parking spaces, and the layout has been changes slightly to address comments from the Planning Commission. With parking spaces calculated using 1 space per 200 square feet of gross floor area (per Zoning Ordinance 22.28), this site is required to have 13 spaces; it has 26 spaces that include 2 that are designated for accessible parking. The additional spaces are used when the bank uses their training facilities in the lower level of the building. The parking lot is capable of stacking more than 6 spaces for their drive-thru window lane.

This was also submitted for review and permits will be obtained from the Road Commission for Oakland County for work in the road right-of-way. The property owner desires to replace the driveway off Southfield Road and replace the cracked portions of the eastern most driveway along W 14 Mile Road.

Construction is planned to be completed in 2020.

Planning Commission Comments that are addressed in this submittal

During the Planning Commission review of the project, several requests were made for changes to the project scope and layout. These were addressed as follows:

1. The Planning Commission requested that 5 trees be added to the project plans along Southfield Road, but not in such a way that would impact sight distance or cause concerns for the Road Commission. The Bank is proposing 6 new ornamental trees along Southfield Road, as shown on Sheet C-101. This has also been submitted to the Road Commission for review, and no concerns are anticipated with this layout.
2. The Planning Commission noted that additional green space would be preferred on the project where possible. A pedestrian crosswalk between parking spaces on the south side of the building is planned to be removed and replaced with a grass curb island as shown on Sheet C-101. We also reviewed the area between the back of curb and sidewalk along Southfield Road and were able to make modest adjustments to the layout. This will provide 1.5' of green space between the sidewalk and back of curb on the parking lot.

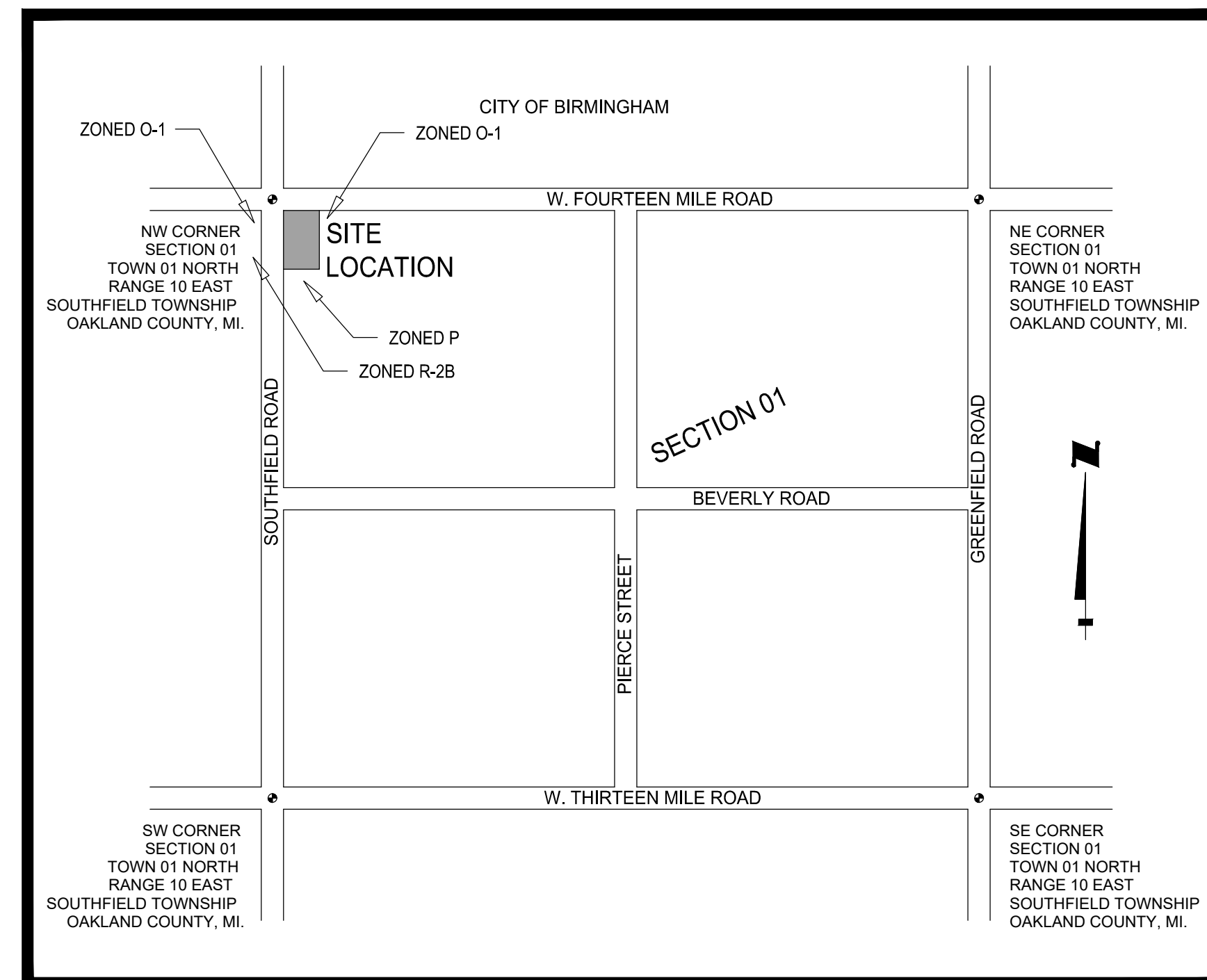
SITE PLAN APPLICATION
INDEPENDENT BANK
32800 SOUTHFIELD ROAD
DATE: JUNE 25, 2020
PAGE 2 of 1

3. The Planning Commission requested further detail on the improvements planned for the curb island near the sign at the corner of Southfield Road and 14 Mile Road. Detail 9 was added on Sheet C-101, illustrating the intent to remove an existing concrete ribbon that is in disrepair and replacing the concrete ribbon with a new straight concrete curb head.
4. The current driveway to 14 Mile Road on the east side of the Bank is located partially on the neighboring property. Some survey records show that this was part of a vacated alley in past years, and this is illustrated in the plans. The Bank is coordinating for a shared access agreement with the neighbor, as illustrated on Sheet C-101. If an agreement can't be reached, no improvements will occur outside the limits of the Bank property.
5. Last, the County Road Commission requested a few plan changes, included thicker concrete approaches, a concrete culvert under the driveway off Southfield Road, and more improvements on the drive approach on the east side of the property. These plan changes have been addressed in this submittal.

We are requesting approval of the site plans, understanding that the shared access easement must be submitted for final review and approval by the Village's staff and attorney before construction can proceed. If the easement can't be obtained, work depicted outside the property line would not be completed.

INDEPENDENT BANK

32800 SOUTHFIELD ROAD
BEVERLY HILLS, MICHIGAN 48025



LOCATION MAP NOT TO SCALE

DESCRIPTION

PER PROPERTY DESCRIPTION TAKEN FROM SURVEY PERFORMED
BY KEM-TEC & ASSOCIATES DATED OCTOBER 30, 2014 AND
HAVING JOB NUMBER 14-04094.

PROPERTY SITUATED IN THE VILLAGE OF BEVERLY HILLS,
OAKLAND COUNTY, MICHIGAN, LOTS 56 THROUGH 66, INCLUSIVE,
AND THE WEST 1/2 OF THE VACATED ALLEY ADJOINING SAID
LOTS, "D.J. HEAL'S GOLFHURST SUBDIVISION", AS RECORDED IN
LIBER 34, PAGE 18 OF PLATS, OAKLAND COUNTY RECORDS. A
TOTAL AREA OF APPROX. 24.801 SQUARE FEET / 0.56 ACRES




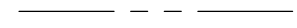

















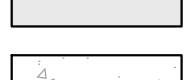



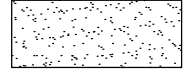








Know what's **below**.
Call before you dig.

TABLE OF CONTENTS

SHEET G-100	COVER SHEET
SHEET V-101	EXISTING CONDITIONS
SHEET CD-101	CIVIL DEMOLITION
SHEET C-101	SITE LAYOUT PLAN

LEGEND

	SITE BENCHMARK		PARCEL BOUNDARY LINE
	FOUND STEEL BAR WITH CAP WITH CAP # 17089		UNDERGROUND ELECTRIC
	FOUND STEEL BAR WITH OBLITERATED CAP		OVERHEAD UTILITY LINES
	FOUND CHISELED 'X' IN CONCRETE		UNDERGROUND GAS
	FOUND PK MAG NAIL IN CONCRETE		UNDERGROUND STORM SEWER
	FOUND IRON PIPE		WOOD FENCE
	MANHOLE		EDGE OF LANDSCAPING
	CATCHBASIN		TREE LINE
	HYDRANT		MINOR CONTOUR
	WATER VALVE		INDEX CONTOUR
	GAS METER		ASPHALT
	ELECTRIC OUTLET		CONCRETE
	ELECTRIC MANHOLE		GRAVEL
	UTILITY POLE		
	LIGHT POLE		
	GUY ANCHOR		
	CLEANOUT		
	SPRINKLER HEAD		
	BOLLARD		
	SIGN		
	DECIDUOUS TREE		

INDEPENDENT BANK

AT TN: MRS. NICOLE KRUEGAN
623 WASHINGTON AVENUE
BAY CITY, MICHIGAN 48708

INDEPENDENT BANK
32800 SOUTHFIELD ROAD
BEVERLY HILLS, MICHIGAN 48025

PT. OF THE NW 1/4 SECT. 1 T1N, R10E
SOUTHFIELD TOWNSHIP, OAKLAND COUNTY, MI

ISSUED FOR:	
No.	Description
	Date
A	11/26/2019
B	12/04/2019
C	03/13/2020
D	06/12/2020

Plans are preliminary & incomplete until ISSUED FOR CONSTRUCTION

Project Manager
LYNNELLE E. BERKENPAS

Vertical Datum	Horz. Datum
NAVD 88	LOCAL

Drawn by
STEVEN A. MORRIS

Checked by Survey	Date :
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Sheet Title
COVER

COVER SHEET

SHEET 1

Sheet No. C 100

Engineer's liability for any and all claims, including but not limited to those arising out of the Surveyor's / Engineer's professional services, negligence, gross misconduct, warranties or misrepresentations shall be deemed limited to an amount no greater than the service fee.



Holland, Michigan 49423-3766
www.hollandengineering.com
T 616-392-5938 F 616-392-2116

(53' 1/2 WIDTH PUBLIC RIGHT-OF-WAY)



ZONED: R-2B

SURVEYOR'S NOTES

UTILITIES SHOWN HEREON ARE BASED UPON ABOVE GROUND OBSERVATIONS. THEY SHOULD NOT BE INTERPRETED TO BE EXACT LOCATIONS NOR SHOULD IT BE ASSUMED THAT THEY ARE THE ONLY UTILITIES IN THIS AREA. THE SURVEY SHOULD NOT BE RELIED UPON TO DEPICT THE LOCATION OF ALL UNDERGROUND UTILITIES.

NOTE: UTILITIES SHOWN HEREON ARE PER FURNISHED INFORMATION IN COMBINATION WITH SURVEY DATA COLLECTED IN THE FIELD. CONNECTIVITY IS BASED UPON BEST AVAILABLE INFORMATION. HOWEVER, LACKING EXCAVATION, THE EXACT LOCATION OF ALL UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY AND RELIABLY DEPICTED.

BEARINGS ARE BASED ON THE WEST LOT LINE COMMON TO LOTS 56 THROUGH 66 OF D.J. HEALY'S GOLFHURST SUBDIVISION AND HAVING A BEARING OF NORTH 00°00'00" WEST.

THE SITE IMPROVEMENTS AND ELEVATION DATA AS SHOWN HEREON ARE THE RESULT OF A GROUND SURVEY COMPLETED ON OCTOBER 29, 2019, BY HOLLAND ENGINEERING, INC. RECTIFIED ORTHOPHOTOGRAPHY, PHOTOGRAMMETRIC MAPPING, LASER SCANNING, AND OTHER SIMILAR PRODUCTS, TOOLS, AND TECHNOLOGIES WERE NOT USED AS THE BASIS OF LOCATION OF AND FEATURES PLOTTED OR SHOWN HEREON.

SOURCE BENCHMARK- WAYNE COUNTY NETWORK CONTINUOUSLY OPERATING REFERENCE STATION (CORS) MILI.

ELEVATIONS SHOWN HEREON ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD '88).

PARKING REQUIREMENTS:
 1 SPACE PER 200 SQFT OF OFFICE SPACE REQUIRED
 $2,586 \text{ SQFT} / 200 = 12.93 \approx 13$ SPACES REQUIRED
 EXISTING SPACES = 27 SPACES
 PROPOSED SPACES = 27 SPACES
 6 STACKING SPACES REQUIRED FOR DRIVE-THROUGH

	SITE BENCHMARK		UNDERGROUND ELECTRIC
	FOUND STEEL BAR WITH CAP WITH CAP # 17089		OVERHEAD UTILITY LINES
	FOUND STEEL BAR WITH OBLITERATED CAP		UNDERGROUND GAS
	FOUND CHISELED 'X' IN CONCRETE		UNDERGROUND STORM SEWER
	FOUND PK MAG NAIL IN CONCRETE		WOOD FENCE
	FOUND IRON PIPE		EDGE OF LANDSCAPING
	MANHOLE		TREE LINE
	CATCHBASIN		MINOR CONTOUR
	HYDRANT		INDEX CONTOUR
	WATER VALVE		
	GAS METER		
	ELECTRIC OUTLET		ASPHALT
	ELECTRIC MANHOLE		CONCRETE
	UTILITY POLE		GRAVEL
	LIGHT POLE		
	GUY ANCHOR		
	CLEANOUT		
	SPRINKLER HEAD		
	BOLLARD		
	SIGN		
	DECIDUOUS TREE		



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INDEPENDENT BANK

623 WASHINGTON AVENUE
BAY CITY, MICHIGAN 48708

INDEPENDENT BANK
32800 SOUTHELD ROAD

BEVERLY HILLS, MICHIGAN 48025
PT. OF THE NW 1/4 SECT. 1 T1N, R10E
SOUTHFIELD TOWNSHIP, OAKLAND COUNTY, MI

No.	Date	Description
A	11/12/2019	EXISTING CONDITIONS TOPOGRAPHIC MAP
B	12/04/2019	PARKING LOT REPLACEMENT PLAN
C	03/13/2020	SITE PLAN SUBMITTAL
D	06/12/2020	REVISE PER CDC & PLANNING COMMISSION REVIEW

Plans are preliminary & incomplete until ISSUED FOR CONSTRUCTION

Project Manager
SYNNELLE E. BERKENPAS

rtical Datum AVD 88	Horz. Datum LOCAL
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JOHN M. RANKIN

Checked by	Date
Survey MOS	11-26-2019

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El Project Number			
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19-07-025

Sheet Title
EXISTING

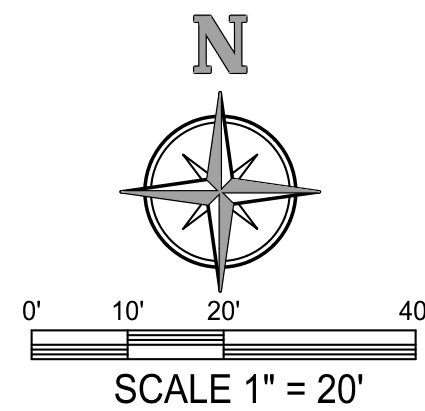
EXISTING CONDITIONS

1000

Sheet No. **V 101**

V-101

(53' 1/2 WIDTH PUBLIC RIGHT-OF-WAY)



 PAVEMENT REMOVAL
 CONCRETE REMOVAL
 UTILITY REMOVAL

UTILITY SCHEDULE					
TYPE	NUMBER#	RIM	DIRECTION	SIZE & TYPE	INVERT
CATCH BASIN	1021	743.15'	LEACH BASIN - FULL OF DEBRIS		
CATCH BASIN	1369	742.70'	LEACH BASIN - 7.78' TO BOTTOM		
UNKNOWN MANHOLE	1431	743.44'	SOUTHWEST	4" CIP	737.69'
CATCH BASIN	1456	743.37'	LEACH BASIN - 3.0' TO TOP OF DEBRIS		
CATCH BASIN	1562	742.51'	WEST SOUTHWEST	12" CONC	738.91'
			NORTH NORTHWEST	12" CONC	738.91'
			SOUTH SOUTHEAST	4" CP	740.05'
CATCH BASIN	1572	742.42'	EAST NORTHEAST	12" CONC	738.94'
CATCH BASIN	1703	743.18'	LEACH BASIN - 5.70' TO BOTTOM		
UNKNOWN MANHOLE	1704	743.37'	SOUTHERLY	4" CIP	736.49'
CONC - CONCRETE PIPE					
CIP - CORRUGATED PLASTIC PIPE					
CIP - CAST IRON PIPE					

	SITE BENCHMARK		PARCEL BOUNDARY LINE
	FOUND STEEL BAR WITH CAP WITH CAP # 17089		OVERHEAD ELECTRIC
	FOUND STEEL BAR WITH OBLITERATED CAP		OVERHEAD UTILITY LINES
	FOUND CHISELED 'X' IN CONCRETE		UNDERGROUND GAS
	FOUND PK MAG NAIL IN CONCRETE		UNDERGROUND STORM SEWER
	FOUND IRON PIPE		WOOD FENCE
	MANHOLE		EDGE OF LANDSCAPING
	CATCHBASIN		TREE LINE
	HYDRANT		MINOR CONTOUR
	WATER VALVE		INDEX CONTOUR
	GAS METER		ASPHALT
	ELECTRIC OUTLET		CONCRETE
	ELECTRIC MANHOLE		GRAVEL
	UTILITY POLE		
	LIGHT POLE		
	GUY ANCHOR		
	CLEANOUT		
	SPRINKLER HEAD		
	BOLLARD		
	SIGN		
	DECIDUOUS TREE		



Know what's **below**.
Call before you dig.

- CIVIL DEMOLITION NOTES:**
1. SEE BOUNDARY AND TOPOGRAPHIC SURVEY SHEET FOR PROPERTY, EASEMENT, BENCHMARK, ETC. INFORMATION.
 2. LOCATION OF UNDERGROUND UTILITIES HAVE BEEN SHOWN BASED ON SURFACE EVIDENCE AND RECORD INFORMATION AVAILABLE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY UTILITY LOCATIONS PRIOR TO CONSTRUCTION.
 3. DURING CONSTRUCTION, CONTRACTOR SHALL PROTECT ALL EXISTING AND NEW CONSTRUCTION FROM DAMAGE. SHOULD ANY DAMAGE OCCUR, CONTRACTOR SHALL MAKE ALL NECESSARY REPAIRS AT NO COST TO THE OWNER. THE PAVED ROADWAY SHALL BE SWEPT CLEAN AS NEEDED, BUT AT LEAST ONCE A WEEK.
 4. CONTRACTOR SHALL PROVIDE BARRIERS, AS NECESSARY, TO PREVENT PEDESTRIAN AND VEHICULAR TRAFFIC FROM ENTERING THE CONSTRUCTION SITE.
 5. CALL MISS DIG AT LEAST THREE (3) WORKING DAYS PRIOR TO STARTING ANY EXCAVATION.
 6. REMOVAL ITEMS ARE SHOWN BASED ON BEST AVAILABLE INFORMATION AND ARE SHOWN SCHEMATICALLY. THE CONTRACTOR SHALL VISIT THE SITE PRIOR TO VERIFY THE EXTENT OF WORK REQUIRED.
 7. REMOVE ALL STRUCTURES, CONCRETE CURB, CONCRETE PAVING, ASPHALT PAVING, TREES, STUMPS, UTILITIES, AND OTHER EXISTING SITE FEATURES WITHIN THE LIMITS OF DEMOLITION. ALL DEMOLITION MATERIALS SHALL BE REMOVED FROM THE SITE UNLESS OTHERWISE NOTED AND DISPOSED OF IN A MANNER ACCEPTABLE TO THE LOCAL AUTHORITY HAVING JURISDICTION.
 8. ALL UTILITY LINES SHOWN "X" OUT SHALL BE PHYSICALLY REMOVED ALONG WITH STRUCTURES AND APPURTENANCES. THE CONTRACTOR SHALL CONFIRM UTILITY LINES REMOVED WILL NOT IMPACT UTILITIES TO REMAIN.
 9. ALL REMOVALS OF PAVEMENT, CONCRETE, CURB AND GUTTER, ETC. SHALL BE PERFORMED TO THE NEXT JOINT BEYOND THE LIMITS OF REMOVAL. ALL REMOVALS SHALL BE PERFORMED BY SAWCUTTING.
 10. PROTECT ALL TREES AND SHRUBS NOT SCHEDULED FOR REMOVAL. DO NOT OPERATE EQUIPMENT, STORE, STOCKPILE, OR PARK WITHIN DRIP LINE. HOLD NECESSARY DISTURBANCE TO A MINIMUM.
 11. ALL TREE STUMPS SHALL BE REMOVED TO BELOW GRADE BY EITHER GRINDING OR COMPLETE REMOVAL. IN ALL CASES NO WOODCHIPS AND/OR STUMPS SHALL BE LEFT IN PLACE.
 12. IT IS THE CONTRACTOR'S RESPONSIBILITY TO COORDINATE ALL UTILITY REMOVALS WITH PROPERTY OWNER AND ALL NEARBY ADJACENT PROPERTIES.
 13. ALL WORK IN ROAD RIGHT OF WAY SHALL BE COMPLETED IN ACCORDANCE WITH MDOT, ROAD COMMISSION FOR OAKLAND COUNTY, VILLAGE OF BEVERLY HILLS AND SOUTHLAND TOWNSHIP.
 14. SEE OTHER SHEETS IN PLAN SET FOR MORE INFORMATION.

NOTES:

1. RECOMMENDED PHASING CAN BE ADJUSTED BY THE CONTRACTOR IN WRITING. THE BANK REQUIRES ONE (1) WEEK ADVANCE NOTICE ON THE PHASING PLAN AND DURATION OF CLOSURES OF PORTIONS OF THE LOT.
2. ALL PROJECT WORK SHALL OCCUR DURING THE BANK'S NIGHT AND WEEKEND HOURS, UNLESS OTHERWISE APPROVED BY THE ENGINEER.

HOLLAND
ENGINEERING

The Surveyor's / Engineer's liability for any and all claims, including but not limited to those arising out of the Surveyor's / Engineer's professional services, negligence, gross misconduct, warranties or misrepresentations shall be deemed limited to an amount not greater than the service fee.

INDEPENDENT BANK

ATTN: MRS. NICOLE KRUEGAR
623 WASHINGTON AVENUE
BAY CITY, MICHIGAN 48708

INDEPENDENT BANK

332800 SOUTHFIELD ROAD
BEVERLY HILLS, MICHIGAN 48025

PT. OF THE NW 1/4 SECT. 1 T1N, R10E
SOUTHELD TOWNSHIP OAK AND COUNTY

Issued for:

Date	Description
11/26/2019	EXISTING
12/04/2019	PARKING
03/13/2020	SITE PLAN
06/12/2020	REVISE PER

Project Manager

LYNNELLE E. BERKENPAS

Vertical Datum NAVD 88	Horz. Datum LOCAL
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Drawn by
STEVEN A. MORRIS

Checked by	Date
Survey MOS	11-26-2019

Civil	.	.
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HEI Project Number
10-07-005

19-07-025

Sheet Title

CIVIL
DEMOLITION

Sheet No. **CD-101**

CD-101



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

From: Kristin Rutkowski, Village Clerk/Assistant Village Manager

Subject: Pickleball Court Reservation Request

Date: June 30, 2020

Administration received a request from Tom Wehner, Certified Pickleball Instructor, Bloomfield, Michigan to reserve a tennis/pickleball court at Beverly Park in order to offer professional pickleball lessons. Due to COVID-19, the indoor facilities where Mr. Wehner would normally teach lessons are closed. As such, Mr. Wehner is looking for a local outdoor facility and the Beverly Park tennis courts double as pickleball courts.

Per Section 6.03 of the Village of Beverly Hills Municipal Code, “[n]o amusement for gain or for which a charge is made can be conducted in a park without consent of the Village Council. . .” Since students would be charged for lessons, this request requires Village Council approval. Generally this request would go to the Parks & Recreation Board first for recommendation. However, the Board’s next scheduled meeting is on August 20, 2020, so in the interest of time, the request is being presented directly to the Council.

Mr. Wehner is requesting exclusive use of one tennis/pickleball court at Beverly Park on Tuesday and Wednesday afternoons from 1:00 to 3:00 p.m. beginning on July 28, 2020 and ending October 28, 2020.

Mr. Wehner provided copies of the two certifications he holds as a pickleball instructor, one from the International Pickleball Teaching Professional Association (IPTPA) and one from the Professional Pickleball Registry (PPR). These are the two organizations that have been recognized by the USAPA, the national organization of pickleball in the US.

For your reference, the Beverly Hills Athletic Club usually requests exclusive use of a tennis court during the summer months and makes an annual donation of \$500.00 to the Village. The Village did not receive a request from BHAC this year.

Suggested Motion

The Beverly Hills Village Council hereby waives the sales restriction and authorizes the Park Superintendent to grant exclusive use of one Beverly Park tennis/pickleball court on a limited basis to Tom Wehner from 1:00 to 3:00 p.m. on July 27, 28, August 4, 5, 11, 12, 18, 19, 25, 26, September 1, 2, 8, 9, 15, 16, 22, 23, 29, 30, October 6, 7, 13, 14, 20, 21, 27, and 28, 2020 as requested provided that a

Certificate of Liability Insurance naming the Village of Beverly Hills as an additional insured is filed with the Village Clerk prior to the use of the court.

Attachments

Certificate of Completion

This Award Certifies that
Tom Wehner

IPTPA

Has Successfully Completed
IPTPA Level I Certification Program

March 22, 2018

DATE


SIGNATURE

President/CEO

TITLE



acknowledges that according to the guidelines and standards established

Thomas Wehner

has completed all requirements and is a

PPR Pickleball Professional

in Adult Development

this PPR Certification is valid

September 2018 - August 2019

Dan Santorum

Dan Santorum, CEO

Official Education & Certification Partner of



VILLAGE MANAGER'S REPORT
CHRIS D. WILSON
JULY 2, 2020

13 Mile Road Update – The 13 Mile reconstruction project is proceeding well. The weather has been very cooperative throughout the early stages of the project. Consumers Energy has been making progress on their gas line replacement project. Once they are completed work should begin promptly on the east bound lanes. The cancelling of the Dream Cruise provides a bit more flexibility for the scheduling of the work in the intersection of 13 Mile and Southfield. As a reminder, the work in this intersection will require a temporary closure of lanes within the intersection. The plan is to do this over a weekend to minimize disruption. We will provide notice as soon as possible when the exact weekend is known.

There have been some issues involving detour traffic, speeding, improper cut through traffic and even motorists going the wrong way. We have been able to get a handle on a lot of these issues. Given the scale and scope of this project the difficulties have been manageable. Thank you to everyone for the patience as we complete this important project.

Summer Tax Bills – Tax bills for the summer have been sent out by Southfield Township. Summer Tax bills are due back to Southfield Twp. by Monday, September 14th. Village residents will receive both a Township and Village tax bill in the same envelope. Both bills are payable to Southfield Township. The Township office is open to the public; however, their lobby is not very large. Social distancing will be required and masks are required to enter the building. Cash payments will be accepted by appointment only. Residents are encouraged to pay without visiting the office in person if possible. Accordingly:

- Checks can be mailed or left in their drop box located under their message board. Receipts will be mailed or emailed upon request.
- E-check and credit card payment options are available. Additional information is on the back of your statement. There is a fee for this service which they cannot waive.

If you have any questions or concerns or need additional information, please call the Southfield Township office at (248) 540-3420 or email: jmooney@southfieldtownship.org.

Annual Actuarial Valuation – The Village is in receipt of our Annual Actuarial Valuation report from MERS for our retirement plans. I have included a copy for your review. I will go over the report in detail at the meeting and answer any questions Council may have.

CARES Act Funding – The State of Michigan has approved funds for reimbursement to local governments for various costs related to the COVID-19 pandemic and corresponding shutdown. Village Administration is working with the Public Safety Department to put together an application for funds for which we are eligible. An application must be submitted by Friday, July 17th. I will keep Council posted on any funding that we receive.

Building Dept. Activity – As a reference, for the month of June we issued 129 permits through the Building Department. This is roughly equal to the number of permits that were issued in June of 2019.

Playground Woodchips – Woodchips are scheduled to be installed on the playground in Beverly Park on the morning of Thursday, July 9th. The playground will need to be closed for approximately 2 hours while the chips are being installed.

Online Payments – The Village now accepts online payments for Water/Sewer Bills and Building Department invoices through www.bsaonline.com. Residents, property owners, and contractors have the option to pay using a credit card, debit card, or e-check. There is a small convenience fee with each online transaction. More information, including a step-by-step guide, can be found on the Village website home page: http://www.villagebeverlyhills.com/news_detail_T8_R124.php



Municipal Employees' Retirement System of Michigan

Annual Actuarial Valuation Report

December 31, 2019 - Beverly Hills, Vlg of (6321)





Spring, 2020

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, 2019. 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, 2019,
- Establish contribution requirements for the fiscal year beginning July 1, 2021,
- 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, 2019. 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. A study was completed in 2015, as prepared by the prior actuary, and is the basis of the demographic 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. **At the February 27, 2020 board meeting, the MERS Retirement Board adopted demographic assumptions effective with the December 31, 2020 annual actuarial valuation, which will impact contributions beginning in 2022.** 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-2019AnnualActuarialValuation-Appendix.pdf>

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

This report does not reflect the recent and still developing impact of COVID-19, which is likely to influence demographic and economic experience, at least in the short-term. We will continue to monitor these developments and their impact on the MERS Defined Benefit and Hybrid plans. Actual experience will be reflected in each subsequent annual valuation, as experience emerges.

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.

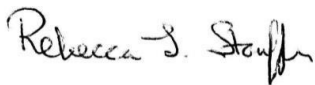
This report was prepared at the request of the MERS Retirement Board and may be provided only in its entirety by the municipality to other interested parties (MERS customarily provides the full report on request to associated third parties such as the auditor for the municipality). GRS is not responsible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

	12/31/2019	12/31/2018
Funded Ratio*	80%	84%

* Reflects assets from Surplus divisions, if any.

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 fully phased-in with this valuation.

Effective this valuation, the MERS Retirement Board has adopted a reduction in the investment rate of return assumption from 7.75% to 7.35% and a reduction in the rate of wage inflation from 3.75% to 3.00%. Changes to these assumptions are effective for contributions beginning in 2021 and may be phased-in. This valuation reflects the first year of phase-in.

By default, MERS will invoice you based on the amount in the “No Phase-in” columns. This amount will be considered the minimum required contribution unless you request to be billed the “Phase-in” rates. If you wish to be billed using the phased-in rates, please contact MERS, at which point the alternate minimum required contribution will be the amount in the “Phase-in” columns. Please note that this approach is different than in years past.

	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:	12/31/2019	12/31/2019	12/31/2018	12/31/2018	12/31/2019	12/31/2019	12/31/2018	12/31/2018
Fiscal Year Beginning:	July 1, 2021	July 1, 2021	July 1, 2020	July 1, 2020	July 1, 2021	July 1, 2021	July 1, 2020	July 1, 2020
Division								
02 - Cmmd Off & Pub Sfty & Ret w/1%	-	-	-	-	\$ 34,586	\$ 38,387	\$ 28,693	\$ 29,170
10 - General Nonunion & AFSCME	-	-	-	-	5,802	6,528	4,089	4,313
20 - Cmmd Off & Pub Sfty Ret w/2%	-	-	-	-	9,979	11,419	8,005	8,385
21 - Cmmd Off & Pub Sfty Def&Ret no	-	-	-	-	12,971	14,159	8,780	9,074
Municipality Total					\$ 63,338	\$ 70,493	\$ 49,567	\$ 50,942

Employee contribution rates:

Valuation Date:	Employee Contribution Rate	
	12/31/2019	12/31/2018
Division		
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 2021 for the entire employer would be \$75,285, instead of \$70,493.

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 a significant portion 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 **7.35%** 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 from 7.75% 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.

Assumption Change in 2020

A 5-year experience study analyzing historical experience from 2013 through 2018 was completed in February 2020. In addition to changes to the economic assumptions which will take effect with the Fiscal year 2021 contribution rates, the experience study recommends updated demographic assumptions, including adjustments to the following actuarial assumptions: mortality, retirement, disability, and termination rates. A complete description of the proposed assumptions may be found in the Appendix to the valuation. Changes to the demographic assumptions resulting from the experience study have been approved by the MERS Retirement Board and are to be effective beginning with the December 31, 2020 actuarial valuation first impacting 2022 contributions. This report includes a “What If” scenario of the approved 2020 assumption changes in an effort to show employers the anticipated impact on contribution rates.



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 2019 was 4.77%, while the actual market rate of return was 13.41%**. 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, 2019, the actuarial value of assets is 101% of market value due to asset smoothing. This means that meeting the actuarial assumption in the next few years will require average annual market returns that exceed the 7.35% investment return assumption, or contribution requirements will continue to increase.

If the December 31, 2019 valuation results were based on market value instead of actuarial value:

- The funded percent of your entire municipality would be 79% (instead of 80%); and
- Your total employer contribution requirement for the fiscal year starting July 1, 2021 would be \$880,968 (instead of \$845,916).

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 demographic assumptions. Lower investment returns would result in higher required employer contributions, and vice-versa. Alternate demographic assumptions may result in higher or lower employer contributions depending on the demographic characteristics of the plan participants.

The relative impact of the economic and demographic scenarios 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, 2019 valuation, and are for the municipality in total, not by division. These results do not reflect a 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.

In addition to economic assumption changes effective with Fiscal Year 2021 contributions, the Retirement Board has also adopted a change to certain demographic and other assumptions effective for the December 31, 2020 valuation which will impact the Fiscal Year 2022 contributions. Please see the section labeled "Assumption Change in 2020" for more information. The scenario shown using these assumptions as of December 31, 2019 is illustrative only. The actual impact of this change when reflected in the 2020 Annual Actuarial Valuation report will be different.

12/31/2019 Valuation Results	Assumed Future Annual Smoothed Rate of Investment Return		
	Lower Future Annual Returns ³	2020 Adopted Demographic Assumptions	Valuation Assumptions
Investment Return Assumption	5.35%	7.35%	7.35%
Wage Increase Assumption	3.00%	3.00%	3.00%
Accrued Liability	\$ 34,113,930	\$ 28,126,013	\$ 27,264,396
Valuation Assets ¹	\$ 21,712,846	\$ 21,712,846	\$ 21,712,846
Unfunded Accrued Liability	\$ 12,401,084	\$ 6,413,167	\$ 5,551,550
Funded Ratio	64%	77%	80%
Monthly Normal Cost	\$ 30,369	\$ 16,007	\$ 17,480
Monthly Amortization Payment	\$ 109,206	\$ 61,903	\$ 53,013
Total Employer Contribution²	\$ 139,575	\$ 77,910	\$ 70,493

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

² 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.

³ Based on current demographic assumptions.

Projection Scenarios

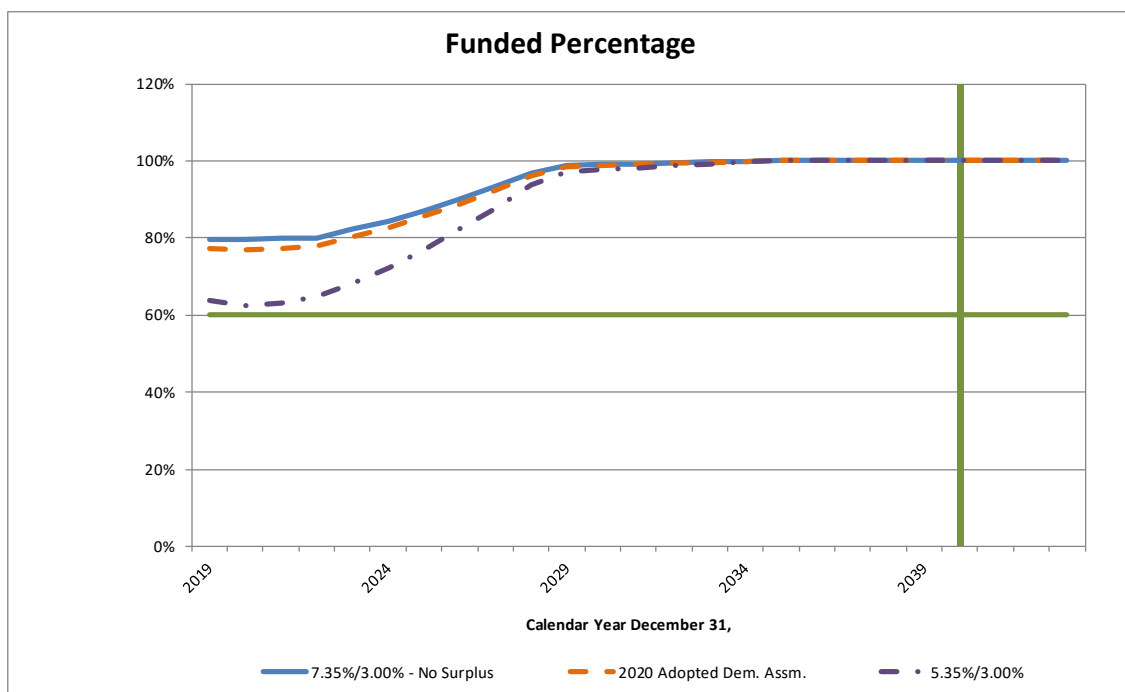
The next two pages show projections of the plan's funded ratio and computed employer contributions under the actuarial assumptions used in the valuation and alternate economic and demographic assumption scenarios. All three projections take into account the past investment losses that will continue to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

The 7.35%/3.00% scenario provides an estimate of computed employer contributions based on current actuarial assumptions, and a projected 7.35% 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 2020 adopted demographic assumption and 5.35%/3.00% projection scenarios 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 ²	Funded Percentage	Computed Annual Employer Contribution
7.35%¹/3.00% - Current Demographic Assumptions					
NO 5-YEAR PHASE-IN					
2019	2021	\$ 27,264,396	\$ 21,712,846	80%	\$ 845,916
2020	2022	\$ 27,800,000	\$ 22,100,000	80%	\$ 917,000
2021	2023	\$ 28,200,000	\$ 22,500,000	80%	\$ 1,030,000
2022	2024	\$ 28,600,000	\$ 22,900,000	80%	\$ 1,210,000
2023	2025	\$ 28,900,000	\$ 23,800,000	82%	\$ 1,200,000
2024	2026	\$ 29,100,000	\$ 24,600,000	84%	\$ 1,210,000
7.35%¹/3.00% - Adopted 2020 Demographic Assumptions					
NO 5-YEAR PHASE-IN					
2019	2021	\$ 28,126,013	\$ 21,712,846	77%	\$ 934,920
2020	2022	\$ 28,700,000	\$ 22,100,000	77%	\$ 1,020,000
2021	2023	\$ 29,200,000	\$ 22,600,000	77%	\$ 1,140,000
2022	2024	\$ 29,600,000	\$ 23,000,000	78%	\$ 1,350,000
2023	2025	\$ 29,900,000	\$ 24,000,000	80%	\$ 1,350,000
2024	2026	\$ 30,200,000	\$ 24,900,000	83%	\$ 1,370,000
5.35%¹/3.00% - Current Demographic Assumptions					
NO 5-YEAR PHASE-IN					
2019	2021	\$ 34,113,930	\$ 21,712,846	64%	\$ 1,674,900
2020	2022	\$ 34,600,000	\$ 21,700,000	63%	\$ 1,840,000
2021	2023	\$ 35,100,000	\$ 22,100,000	63%	\$ 2,070,000
2022	2024	\$ 35,400,000	\$ 22,900,000	65%	\$ 2,430,000
2023	2025	\$ 35,700,000	\$ 24,300,000	68%	\$ 2,430,000
2024	2026	\$ 35,800,000	\$ 25,900,000	72%	\$ 2,460,000

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

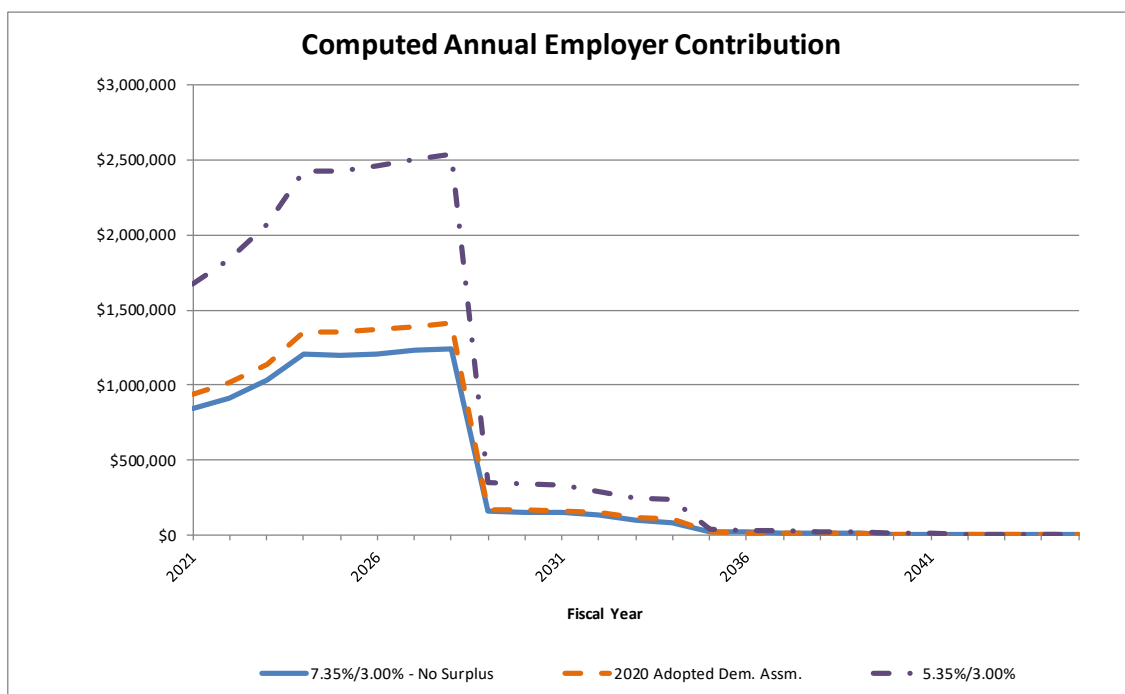
² Valuation Assets do not include assets from Surplus divisions, if any.



Notes:

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

The green indicator lines have been added at 60% funded and 21 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, 2021

Division	Total Normal Cost	Employee Contribut. Rate	Employer Contributions ¹			Computed Employer Contribut. With Phase-In	Blended ER Rate No Phase-In ⁵	Blended ER Rate With Phase-In ⁵	Employee Contribut. Conversion Factor ²
			Employer Normal Cost	Payment of the Unfunded Accrued Liability ⁴	Computed Employer Contribut. No Phase-In				
Percentage of Payroll									
02 - Cmmd Off & Pub Sfty & Ret w/1%	21.86%	5.00%	-	-	-	-	-	-	-
10 - General Nonunion & AFSCME	11.65%	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%	-	-	-	-	-	-	-
Estimated Monthly Contribution³									
02 - Cmmd Off & Pub Sfty & Ret w/1%			\$ 13,708	\$ 24,679	\$ 38,387	\$ 34,586			
10 - General Nonunion & AFSCME			3,772	2,756	6,528	5,802			
20 - Cmmd Off & Pub Sfty Ret w/2%			0	11,419	11,419	9,979			
21 - Cmmd Off & Pub Sfty Def&Ret no			0	14,159	14,159	12,971			
Total Municipality			\$ 17,480	\$ 53,013	\$ 70,493	\$ 63,338			
Estimated Annual Contribution³			\$ 209,760	\$ 636,156	\$ 845,916	\$ 760,056			

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

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

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

⁴ Note that if the overfunding credit is larger than the normal cost, the full credit is shown above but the total contribution requirement is zero. This will cause the displayed normal cost and unfunded accrued liability contributions to not add across.

⁵ For linked divisions, the employer will be invoiced the Computed Employer Contribution No 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

	2019 Valuation	2018 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)	1.00% (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)	Yes (Adopted 12/19/2017)

10 - General Nonunion & AFSCME: Closed to new hires

	2019 Valuation	2018 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)	Yes (Adopted 12/19/2017)

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

	2019 Valuation	2018 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) payable Years 6-10	2.00% (Compound): Years 6-10
Employee Contributions:	-	-
Act 88:	Yes (Adopted 12/19/2017)	Yes (Adopted 12/19/2017)

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

	2019 Valuation	2018 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) payable Years 6-15	-
Employee Contributions:	-	-
Act 88:	Yes (Adopted 12/19/2017)	Yes (Adopted 12/19/2017)

Table 3: Participant Summary

Division	2019 Valuation		2018 Valuation		2019 Valuation		
	Number	Annual Payroll ¹	Number	Annual Payroll ¹	Average Age	Average Benefit Service ²	Average Eligibility Service ²
02 - Cmmd Off & Pub Sfty & Ret w/1%							
Active Employees	11	\$ 1,028,178	11	\$ 1,012,711	46.9	18.8	19.5
Vested Former Employees	2	68,460	2	68,460	43.8	15.7	15.7
Retirees and Beneficiaries	7	422,835	7	418,655	51.9		
Pending Refunds	0		0				
10 - General Nonunion & AFSCME							
Active Employees	6	\$ 437,079	6	\$ 418,496	51.2	13.1	14.6
Vested Former Employees	8	114,072	8	114,221	48.1	9.6	18.8
Retirees and Beneficiaries	18	254,735	18	253,346	73.8		
Pending Refunds	1		1				
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	52.8	0.0	14.0
Retirees and Beneficiaries	10	383,179	11	441,357	60.3		
Pending Refunds	0		0				
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	21	636,521	22	603,474	76.8		
Pending Refunds	0		0				
Total Municipality							
Active Employees	17	\$ 1,465,257	17	\$ 1,431,207	48.4	16.8	17.8
Vested Former Employees	11	205,274	11	205,423	47.7	9.8	17.8
Retirees and Beneficiaries	56	1,697,271	58	1,716,832	69.8		
Pending Refunds	1		1				
Total Participants	85		87				

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

² Descriptions can be found under Miscellaneous and Technical Assumptions in the Appendix.

Table 4: Reported Assets (Market Value)

Division	2019 Valuation		2018 Valuation	
	Employer and Retiree ¹	Employee ²	Employer and Retiree ¹	Employee ²
02 - Cmmd Off & Pub Sfty & Ret w/1%	\$ 9,251,072	\$ 856,470	\$ 8,199,462	\$ 678,221
10 - General Nonunion & AFSCME	3,669,844	188	3,412,777	186
20 - Cmmd Off & Pub Sfty Ret w/2%	3,633,487	0	3,979,716	0
21 - Cmmd Off & Pub Sfty Def&Ret no	4,019,352	0	3,622,156	0
Municipality Total³	\$ 20,573,756	\$ 856,659	\$ 19,214,112	\$ 678,407
Combined Assets³	\$21,430,415		\$19,892,519	

¹ Reserve for Employer Contributions and Benefit Payments.

² Reserve for Employee Contributions.

³ Totals may not add due to rounding.

The December 31, 2019 valuation assets (actuarial value of assets) are equal to 1.013179 times the reported market value of assets (compared to 1.095342 as of December 31, 2018). 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						
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
2019	453,554	0	47,418	994,541	(1,691,826)	0	120,047	21,712,846

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, 2019**

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%	\$ 6,270,413	\$ 437,413	\$ 6,088,113	\$ 0	\$ 12,795,939	\$ 10,240,750	80.0%	\$ 2,555,189
10 - General Nonunion & AFSCME	957,112	810,317	2,277,306	188	4,044,923	3,718,400	91.9%	326,523
20 - Cmmd Off & Pub Sfty Ret w/2%	0	265,978	4,621,628	0	4,887,606	3,681,373	75.3%	1,206,233
21 - Cmmd Off & Pub Sfty Def&Ret no	0	0	5,535,928	0	5,535,928	4,072,323	73.6%	1,463,605
Total	\$ 7,227,525	\$ 1,513,708	\$ 18,522,975	\$ 188	\$ 27,264,396	\$ 21,712,846	79.6%	\$ 5,551,550

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
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
2019	27,264,396	21,712,846	80%	5,551,550

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012, 2015 and 2019 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.

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.

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
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
2019	12,795,939	10,240,750	80%	2,555,189

Notes: Actuarial assumptions were revised for the 2009, 2010, 2011, 2012, 2015 and 2019 actuarial valuations.

Table 9-02: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
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%
2019	11	1,028,178	\$ 38,387	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.

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
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
2019	4,044,923	3,718,400	92%	326,523

Notes: Actuarial assumptions were revised for the 2009, 2010, 2011, 2012, 2015 and 2019 actuarial valuations.

Table 9-10: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
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%
2019	6	437,079	\$ 6,528	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.

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
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
2019	4,887,606	3,681,373	75%	1,206,233

Notes: Actuarial assumptions were revised for the 2009, 2010, 2011, 2012, 2015 and 2019 actuarial valuations.

Table 9-20: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
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%
2019	0	0	\$ 11,419	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.

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
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
2019	5,535,928	4,072,323	74%	1,463,605

Notes: Actuarial assumptions were revised for the 2009, 2010, 2011, 2012, 2015 and 2019 actuarial valuations.

Table 9-21: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
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%
2019	0	0	\$ 14,159	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.

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 ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2021		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Initial	12/31/2015	\$ 1,969,118	19	\$ 2,109,661	11	\$ 242,244
(Gain)/Loss	12/31/2016	(763,800)	17	(814,543)	11	(93,528)
(Gain)/Loss	12/31/2017	74,797	15	80,321	11	9,228
(Gain)/Loss	12/31/2018	420,905	13	458,777	11	52,680
(Gain)/Loss	12/31/2019	201,253	11	223,844	11	25,704
Assumption	12/31/2019	479,347	11	520,921	11	59,820
Total				\$ 2,578,981		\$ 296,148

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

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

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

The unfunded accrued liability (UAL) as of December 31, 2019 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2019 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 ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2021		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Initial	12/31/2015	\$ 293,126	21	\$ 260,348	14	\$ 24,864
(Gain)/Loss	12/31/2016	(73,493)	19	(80,380)	14	(7,680)
(Gain)/Loss	12/31/2017	23,370	17	25,566	14	2,436
(Gain)/Loss	12/31/2018	(114,179)	15	(125,804)	14	(12,012)
(Gain)/Loss	12/31/2019	128,583	14	143,017	14	13,656
Assumption	12/31/2019	112,314	14	123,646	14	11,808
Total				\$ 346,393		\$ 33,072

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

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

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

The unfunded accrued liability (UAL) as of December 31, 2019 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2019 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 ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2021		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Initial	12/31/2015	\$ 580,830	19	\$ 507,069	11	\$ 58,224
(Gain)/Loss	12/31/2016	222,040	17	236,789	11	27,192
(Gain)/Loss	12/31/2017	119,471	15	128,280	11	14,736
(Gain)/Loss	12/31/2018	106,961	13	116,582	11	13,392
(Gain)/Loss	12/31/2019	16,591	11	18,453	11	2,124
Assumption	12/31/2019	172,693	11	186,047	11	21,360
Total				\$ 1,193,220		\$ 137,028

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

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

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

The unfunded accrued liability (UAL) as of December 31, 2019 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2019 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 ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2021		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Initial	12/31/2015	\$ 209,942	19	\$ 223,921	11	\$ 25,716
(Gain)/Loss	12/31/2016	209,528	17	223,448	11	25,656
(Gain)/Loss	12/31/2017	234,311	15	251,593	11	28,884
(Gain)/Loss	12/31/2018	340,350	13	370,978	11	42,600
(Gain)/Loss	12/31/2019	236,831	11	263,416	11	30,252
Assumption	12/31/2019	138,639	11	146,331	11	16,800
Total				\$ 1,479,687		\$ 169,908

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

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

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

The unfunded accrued liability (UAL) as of December 31, 2019 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2019 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:	12/31/2019
Measurement Date of the Total Pension Liability (TPL):	12/31/2019
At 12/31/2019, the following employees were covered by the benefit terms:	
Inactive employees or beneficiaries currently receiving benefits:	56
Inactive employees entitled to but not yet receiving benefits (including refunds):	12
Active employees:	<u>17</u>
	85
Total Pension Liability as of 12/31/2018 measurement date:	\$ 25,165,423
Total Pension Liability as of 12/31/2019 measurement date:	\$ 26,570,396
Service Cost for the year ending on the 12/31/2019 measurement date:	\$ 254,845
Change in the Total Pension Liability due to:	
- Benefit changes ¹ :	\$ 0
- Differences between expected and actual experience ² :	\$ 24,511
- Changes in assumptions ² :	\$ 861,687
Average expected remaining service lives of all employees (active and inactive):	2

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

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

Covered employee payroll: (Needed for Required Supplementary Information)	\$ 1,465,257
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Sensitivity of the Net Pension Liability to changes in the discount rate:

	1% Decrease (6.60%)	Current Discount Rate (7.60%)	1% Increase (8.60%)
Change in Net Pension Liability as of 12/31/2019:	\$ 2,970,950	\$ -	\$ (2,496,809)

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%

12/31/2018	Accelerated to 5-year Amortization
12/19/2017	Covered by Act 88
12/1/2016	Service Credit Purchase Estimates - Yes
6/1/2013	DROP+ Program - 4% Reduction
6/1/2013	Day of work defined as 12 Hours a Day for All employees.
6/1/2013	Benefit D2 Plan
6/1/2013	25 Years & Out
6/1/2013	Benefit FAC-2 (2 Year Final Average Compensation)
6/1/2013	Non Standard Compensation Definition
6/1/2013	10 Year Vesting
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%

12/31/2018	Accelerated to 5-year Amortization
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



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

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

12/31/2018 Accelerated to 5-year Amortization

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 – For divisions with the DROP+ provision, the liabilities and normal costs are increased by 16%.

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 the 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:

	<u>12/31/2019</u>	<u>12/31/2018</u>
1. Ratio of the market value of assets to total payroll	14.6	13.9
2. Ratio of actuarial accrued liability to payroll	18.6	18.0
3. Ratio of actives to retirees and beneficiaries	0.3	0.3
4. Ratio of market value of assets to benefit payments	12.7	11.7
5. Ratio of net cash flow to market value of assets (boy)	-5.4%	-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 and on the State [website](#).

Form 5572		
Line Reference	Description	Result
10	Membership as of December 31, 2019	
11	Indicate number of active members	17
12	Indicate number of inactive members (excluding pending refunds)	11
13	Indicate number of retirees and beneficiaries	56
14	Investment Performance for Calendar Year Ending December 31, 2019¹	
15	Enter actual rate of return - prior 1-year period	14.02%
16	Enter actual rate of return - prior 5-year period	6.39%
17	Enter actual rate of return - prior 10-year period	7.97%
18	Actuarial Assumptions	
19	Actuarial assumed rate of investment return ²	7.35%
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 ³	14
22	Is each division within the system closed to new employees? ⁴	Yes
23	Uniform Assumptions	
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	\$21,587,093
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	\$29,224,097
27	Actuarially Determined Contribution (ADC) using uniform assumptions, Fiscal Year Ending June 30, 2020	\$915,636

- ¹. 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 investment expenses on a rolling calendar-year basis for the previous 1-, 5-, and 10-year periods as required under PA 530.
- ². Net of administrative and investment expenses.
- ³. 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.
- ⁴. If all divisions within the employer are closed, "yes." If at least one division is open (including shadow divisions) indicate "no."

Beverly Hills Public Safety Activity Report

June 11th – July 1st, 2020

- The Public Safety Department is currently looking for applicants for Public Safety Officer. Please visit our website, www.beverlyhillspolice.com to see if you qualify.
- For more information on Coronavirus Disease please visit;
<https://www.cdc.gov/coronavirus/2019-ncov/index.html>
<https://www.ready.gov/>
<https://www.Michigan.gov/coronavirus>
<https://www.oakgov.com/covid/Pages/default.aspx>.

Credit Card Overpayment Scam: Looks like Credit Card Help

At first glance, this scam looks so helpful. It's a call or text message wanting to help you resolve an overpayment on your credit card. However, this sneaky con is actually a phishing scheme. And it's only likely to get more popular, as COVID causes many shoppers to buy online and businesses to only accept credit cards.

How the Scam Works

- You get a text message or a phone call from someone claiming to represent your credit card company. There's a problem with a recent transaction, it says. You've been overcharged, and the company wants to help you get your reimbursement. This scam is especially convincing because scammers often have targets' names.
- Sounds harmless, right? The problem is that this is really a phishing con. You need to answer a few questions in order to get your money back. Of course, these questions are asking for Personally Identifiable Information (PII).

Tips to spot this scam:

- Consider how the company normally contacts you. If it's by phone, be suspicious if you suddenly start receiving emails or texts. Banks and credit card issuers have secure communications channels that require you to log into your account before you can read the message. Be especially cautious of generic emails that include little or no specific information.

Check directly with the bank or credit card issuer before sharing information. Use the customer service phone number on the back of your card, on your statement, or on the

company's website. Don't click on any links in the message. (Source: BBB Scam Alerts | June 12, 2020)

COVID-19 Scam Update: False Exposure Notifications

Public health officials are rolling out COVID-19 contact tracing programs to help slow the spread of the disease by informing people who have had contact with someone who has tested positive. Of course, scammers are finding nefarious ways to use these efforts for their personal gain.

How the Scam Works

- You receive an unsolicited message via text, email, or a social media messenger. The message explains that you've come into contact with someone who has tested positive for COVID-19. The message instructs you to self-isolate and provides a link for more information. Alarmed, you are tempted to click and get more details. But don't fall for it! These links can contain malware that downloads to your device.
- Another version of this scam involves a robocall claiming to be part of "contact and tracing efforts." Again, the call informs you that you've been exposed to someone who tested positive for COVID-19. After electing to speak to a representative, the "contract tracer" asks you to verify personal information. This starts with questions about your full name and date of birth, but can quickly move to Personally Identifying Information (PII) and/or financial accounts. While contract tracers do normally reach out by phone, be sure to hang up if the caller doesn't meet the guidelines described below.

How to tell a real contact tracer from a scam:

- Contract tracers will ask you to confirm your identity, but not for financial information. Tracers will ask you to confirm your name, address, and date of birth. In most cases, they will already have this information on file. They will also ask about your current health, medical history, and recent travels. They will not ask for any government ID numbers or bank account details.
- Contact tracers will identify themselves. The call should start with the tracer providing their name and identifying themselves as calling from the department of health or another official team.
- Contract tracing is normally done by phone call. Be extra wary of social media messages or texts.
- A real contact tracer will never reveal the identity of the person who tested positive. If they provide a person's name, you know it's a scam.
- Think the link may be real? Double check the URL. Scammers often buy official-looking URLs to use in their cons. Be careful that the link is really what it pretends to be. If the message alleges to come from the local government, make sure the URL ends in

.Gov (for the United States) or .CA (for Canada). When in doubt, perform a separate internet search for the website (Source: BBB Scam Alert | June 5, 2020)

CALLS FOR SERVICE

- 356 Calls for Service.
- 13 Tickets issued.
- 4 Arrests.
- 116 Property checks.
- 4 Community Relation Events.
- 4 Operation Medicine Cabinet.
- 3 Alarms on 13 Mile Rd.
- 2 Medicals on 13 Mile Rd.
- 2 Traffic Accidents on 13 Mile Rd.
- Traffic Control on 13 Mile Rd.
- Traffic complaint on 13 Mile Rd.
- 3 Citizen Assists on 13 Mile Rd.
- 4 Motorists Assists on 13 Mile Rd.
- 2 Reckless Driving complaints on 13 Mile Rd.
- Lockout on 13 Mile Rd.
- Assist OCRC on 13 Mile Rd.
- Suspicious Persons complaint on 13 Mile Rd.
- Suspicious Circumstance complaint on 13 Mile Rd.
- Vehicle Lockout on 13 Mile Rd.
- Down Wire on 13 Mile Rd.
- Animal complaint on 14 Mile Rd.
- Medical on 14 Mile Rd.
- Traffic Accident on 14 Mile Rd.
- Road Hazard on Southfield.
- Traffic Accident on Southfield.
- Suspicious Persons complaint on Southfield.
- Suspicious Vehicle complaint on Southfield.
- Civil Dispute on Southfield.
- Suspicious Circumstance complaint on Southfield.
- Welfare Check on Southfield.
- 2 Noise complaints on Greenfield.
- Customer Trouble on Greenfield.
- Assist Royal Oak Police with an accident on Greenfield.
- Down Wire on Lahser.
- Traffic Accident on Lahser.
- Suspicious Circumstance complaint on Lahser.
- Alarm on Evergreen.
- Animal complaint on Evergreen.

- Suspicious Circumstance complaint on Evergreen.
- Suspicious Persons complaint on Evergreen.
- Medical on Evergreen.
- Traffic complaints and enforcement on Evergreen.
- Traffic complaints and enforcement on Beverly.
- Traffic complaints and enforcement on Southfield.
- 3 Animal complaints on Beverly.
- Noise complaint on Beverly.
- Suspicious Persons complaint on Beverly.
- Welfare Check on Beverly.
- Juvenile complaint on Beverly.
- Animal complaint on Beechwood.
- Parking complaint on Buckingham.
- Medical on Hampton.
- Road Hazard on Buckingham.
- Medical on Arlington.
- Medical on Birwood.
- Peace Officer on Birwood.
- Medical on Verona.
- Lift Assist on Locherbie.
- Carbon Monoxide Alarm on Old Stage
- Burning complaint on Bellvine.
- Animal complaint on E. Bellvine.
- Suspicious Persons complaint on Billington Ct.
- Suspicious Circumstance on Sleepy Hollow.
- Medical on Corsaut.
- Animal complaint on Riverside.
- Medical on Orchard Way.
- Family Trouble on Birwood.
- Suspicious Circumstance complaint on Allerton.
- Alarm on Nottingham.
- Damage to Property complaint on Devonshire.
- Suspicious Persons complaint on Waltham.
- Suspicious Persons complaint on Kirkshire.
- Suspicious Circumstance complaint on Old Coach.
- Noise complaint on Chelsea.
- Medical on Verona.
- Fire Alarm on Plantation.
- Noise complaint on Marguerite.
- Suspicious Persons complaint on Fairfax.
- Citizen Assist on Hillcrest.
- Officers stopped a vehicle on 13 Mile for a traffic violation. The driver was suspected of operating while intoxicated. The driver was arrested without incident.

- Suspicious Persons on Birwood.
- Alarm on Rivers Edge Ct.
- Medical on Long Bow Ct.
- Medical on Locherbie
- Reckless Driving complaint on Metamora.
- Neighbor Trouble on Buckingham
- Alarm on Metamora.
- Medical on Westlady.
- Medical on Kirkshire.
- Medical on Village Pines.
- Medical on Robinhood.
- Parking complaint on Birwood.
- Suspicious Circumstance complaint on Beverly.
- Traffic Accident on Churchill.
- Citizen Assist on Foxboro way.
- Suspicious Persons complaint on Huntley Ct.
- 2 Medicals on Huntley Sq. N.
- Citizen Assist on Buckingham.
- Fraud on E. Lincolnshire.
- Traffic complaint on Beverly.
- Welfare Check on Buckingham.
- Welfare Check on Kinross.
- Fraud on Madoline.
- Assist Birmingham Police with traffic on Pierce.
- Noise complaint on Riverview.
- Medical on Westlady.
- Animal complaint on Birwood.
- Medical on Dundee Ct.
- Suspicious Circumstance complaint on Red Oaks Trail.
- Suspicious Vehicle complaint on Birwood.
- Assist Birmingham Police with an assault.
- Carbon Monoxide Alarm on Wetherby.
- Lift Assist on Sylvan.
- Suspicious Circumstance complaint on Huntley Sq. E.
- Traffic complaint on Old Post.
- Traffic complaint on Metamora.
- Welfare Check on Locherbie.
- Medical on Riverside.
- Medical on Bellvine Trail.
- 2 Down Wire complaints on Madoline.
- Noise complaint on Foxboro Way.
- Suspicious Circumstance complaint on Highbank.

- Officers found a single motor vehicle accident on Lahser. The driver was suspected of operating while intoxicated. The driver was arrested without incident.
- Medical on Normandale.
- Alarm on Kirkshire.
- Medical on Robinhood.
- Medical on Bellvine Trail.
- Officers responded to Locherbie for a domestic disturbance. Officers arrested one individual without incident.
- Neighbor Trouble on Birwood.
- Suspicious Persons on Westlady.
- Family Trouble on Verona.
- Assist Oak Park Public Safety on a structure fire.
- Medical on Buttonwood Ct.
- Fraud on Plantation.
- Welfare Check on Locherbie.
- Citizen Assist on King Richard.
- Alarm on Southview.
- Medical on Birwood.
- Carbon Monoxide Alarm on Eastlady.
- Suspicious Persons complaint on Warwick.
- Down Wire on W. Chelton.
- Civil Dispute on Plumwood.
- Medical on Locherbie.
- Lost Property on E. Lincolnshire.
- Medical on Kirkshire.
- Welfare Check on N. Riverview Ct.
- Officers assisted Birmingham Police with the arrest of an individual involved in a hit and run accident. The person was arrested without incident.
- Medical on Kirkshire.
- Down tree on Georgetown.
- Traffic complaint on Kinross.
- Animal complaint Hillcrest.
- Alarm on N. Nottingham.
- Fireworks complaint Kirkshire.
- Medical on Amherst.
- Medical on E. Lincolnshire.
- Officers stopped a vehicle on Fairfax for a traffic violation. The driver was suspected of operating while intoxicated. The driver was arrested without incident.

FIRE PREVENTION

- 64 Fire/EMS reports reviewed.
- 3 EMS Continuing Education Sponsorship courses conducted.
- 2 Plan Reviews completed.
- 2 Birmingham Dispatch personnel added to Agency User data base.
- Upload Bi-Weekly NFIRS data export to FEMA.
- Daily submission of staffing on ICS-209 Forms to EMS Division 4.
- Attend Weekly Division Leaders meeting via teleconference.
- Coordinate with South Oakland Fire Association Training Officers regarding rescheduling training postponed due to COVID-19.
- Attend & Chair CLEMIS Fire Governance meeting via teleconference.
- Supervise Road Patrol.
- Issued Training Orders for OCC Advanced Fire Engine Operator course.
- Issued Training Order for OCC Recon RIT.
- Attend Monthly MABAS 3201 meeting via teleconference.
- Install adapter brackets on Engine 32.
- Submit 213RR Forms to County EOC for 30-day supply of Personal Protective Equipment.
- Attend Wednesday Wrap Up with State Fire Marshal via teleconference.
- Prepare and Submit 2 Fire Officer applications to Regional Coordinator.
- Attend Michigan Fire Fighters Training Council Work Session via teleconference.
- Update FEMA ICS-214 Forms.

INVESTIGATIONS

- Calls For Service (CFS) Closed and Reviewed 228.
- Reviewed 17 case reports for a disposition.
- Followed up and reviewed cases of which 13 were closed and 4 remained open.
- 4 Case were assigned.
- 5 Reports written on current cases.
- 27 Current active investigations.
- 8 Current pending investigations.
- Subpoenas requested/issued for 3 fraud complaints.
- Follow up on domestic assault with prosecutor.
- Follow up on Retail Fraud suspect with Troy PD and Roseville PD.
- Swore to felony forgery warrant.
- Swore to possession of meth warrant. Arraigned via video.

- Swore to R&O, B&E auto and building, and LFA. Arraigned via video.
- Swore to OWI II warrant. Arraigned via video.
- Follow up on road rage complaint.
- Followed up with M.E. on death investigation.
- Followed up on fraud.
- Assisted road patrol.
- Det. Moore completed FTO Training Tasks.
- Collected evidence on Flee/Elude and recovered stolen vehicle.

Enforcement List - Inspection Summary

07/02/20

Enforcement Number	Address	Filed	Status	Closed	
E200017	31605 MAYFAIR LN	03/02/20	Resolved	03/16/20	
COMMERCIAL TRAILER STORED ON PROPERTY.					
Code	Date Next Action		Next Action		
22.08.330					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Correction Noti	Completed	02	03/16/20	03/16/20	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed	
E200018	15743 BIRWOOD AVE	03/09/20	Notice Sent	03/23/20	
PROPERTY CLEAN UP					
Code	Date Next Action		Next Action		
302.1					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Correction Noti	Completed	02	03/23/20	03/23/20	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed	
E200019	19135 SAXON DR	03/19/20	Notice Sent	03/23/20	
PROPERTY CLEAN UP					
Code	Date Next Action		Next Action		
302.1					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200020	20375 LINCOLN HILLS CT	03/10/20	Notice Sent	03/30/20	
SOIL EROSION-LANDSCAPE					
Code	Date Next Action		Next Action		
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Correction Noti	Completed	02	03/30/20	03/30/20	Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed	
E200021	32151 ARLINGTON DR	03/10/20	Resolved	03/12/20	
TRASH CONTAINERS STORED IN FRONT OF HOUSE.					
Code	Date Next Action		Next Action		
13.11					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement List - Inspection Summary

07/02/20

Enforcement Number	Address	Filed	Status	Closed	
E200022	32075 ARLINGTON DR	03/10/20	Resolved	03/12/20	
TRASH CONTAINERS STORED IN FRONT OF HOUSE.					
Code	Date		Next Action		
13.11					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200023	15559 BIRWOOD AVE	03/10/20	Resolved	03/12/20	
TRASH CONTAINERS STORED IN FRONT OF HOUSE.					
Code	Date Next Action		Next Action		
13.11					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200024	16286 BUCKINGHAM AVE	03/10/20	Resolved	03/12/20	
TRASH CONTAINERS STORED IN FRONT OF HOUSE.					
Code	Date Next Action		Next Action		
13.11					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200025	16252 ELIZABETH ST	03/13/20	Resolved	03/18/20	
REMOVE TRAILER FROM PROPERTY					
Code	Date		Next Action		
22.08.330					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200026	31150 PIERCE ST	03/10/20	Resolved	03/13/20	
REMOVE COMMERCIAL TRAILER FROM PROPERTY					
Code	Date Next Action		Next Action		
22.08.330					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed
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Enforcement List - Inspection Summary

07/02/20

E200027 16176 WETHERBY ST 03/19/20 No Violation 03/19/20
CONTACT VILLAGE REGARDING WORK IN HOUSEHOLD

Code **Date Next Action** **Next Action**

Inspection Type **Status** **Result** **Scheduled** **Completed** **Inspector**

Enforcement Number Address Filed Status Closed
E200028 17380 KINROSS AVE 03/19/20 Resolved 04/07/20
INOPERABLE AUTO

Code **Date Next Action** **Next Action**

Inspection Type **Status** **Result** **Scheduled** **Completed** **Inspector**

Enforcement Number Address Filed Status Closed
E200029 17341 KINROSS AVE 03/19/20 Resolved 04/07/20
REPAIR RUCK W/ FLAT TIRE CANNOT STORE AUTO THAT IS NOT DRIVEABLE.

Code **Date Next Action** **Next Action**

Inspection Type **Status** **Result** **Scheduled** **Completed** **Inspector**

Enforcement Number Address Filed Status Closed
E200030 22115 METAMORA DR 03/31/20 Resolved 04/06/20
COMMERICAL TRAILER STORED ON PROPERTY

Code **Date Next Action** **Next Action**

22.08.330

Inspection Type **Status** **Result** **Scheduled** **Completed** **Inspector**

Enforcement Number Address Filed Status Closed
E200031 16308 KIRKSHIRE AVE 04/02/20 Notice Sent 04/16/20
REMOVE STORED ITEMS/DEBRIS FROM PROPERTY

Code **Date Next Action** **Next Action**

29.302.1

Inspection Type **Status** **Result** **Scheduled** **Completed** **Inspector**

Enforcement Number Address Filed Status Closed
E200032 17831 BIRWOOD AVE 04/07/20 Resolved 04/13/20

Enforcement List - Inspection Summary

07/02/20

NO FENCE OR SCREEN IS ALLOWED IN SIDE YARD. ALL FENCES MUST STOP AT REAR EDGE OF HOUSE- REAR YARD ONLY. UNLESS ENCLOSING SIDE DOOR. PLEASE REMOVE SCREEN

Code
22.08.150

Date Next Action

Next Action

Inspection Type **Status** **Result** **Scheduled** **Completed** **Inspector**

Enforcement Number	Address	Filed	Status	Closed
E200033	19845 BEVERLY RD	04/02/20	Resolved	04/04/20
TRIM ROAD EDGE				

Code
29.302.4

Date Next Action

Next Action

Inspection Type **Status** **Result** **Scheduled** **Completed** **Inspector**

Enforcement Number	Address	Filed	Status	Closed
E200034	20799 KENNOWAY CIR	04/13/20	Notice Sent	05/26/20
PLEASE REPLACE DRIVEWAY CULVERT, IT IS BLOCKED AND WASHING OUT UNDERGROUND AND WILL COLLAPSE DRIVEWAY				

Code
29.302

Date Next Action

Next Action

Inspection Type **Status** **Result** **Scheduled** **Completed** **Inspector**

Enforcement Number	Address	Filed	Status	Closed
E200035	16961 BIRWOOD AVE	04/16/20	Resolved	04/20/20
REC'D COMPLAINTS ON RAT HARBORAGE. SIGHTINGS AROUND GARAGE. PLEASE CLEAR OUT DEBRIS/STORED ITEMS AND FILL IN ANY HOLES ALONG FOUNDATION.				

Code
29.302.5

Date Next Action

Next Action

Inspection Type **Status** **Result** **Scheduled** **Completed** **Inspector**

Enforcement Number	Address	Filed	Status	Closed
E200036	16136 WETHERBY ST	04/16/20	Resolved	04/20/20
REC'D COMPLAINTS ON RAT SIGHTINGS. PLEASE CLEAR STORED ITEMS ON SIDE AND REAR OF GARAGE, WOOD TREE LIMBS AND LEAF BAGS.				

Code
29.302.5

Date Next Action

Next Action

Inspection Type **Status** **Result** **Scheduled** **Completed** **Inspector**

Enforcement List - Inspection Summary

07/02/20

Enforcement Number	Address	Filed	Status	Closed	
E200037	17340 W 13 MILE RD	05/06/20	Resolved	05/08/20	
PLEASE CLEAR AWAY ALL OUTSIDE STORED ITEMS, CUT AND TRIM GRASS FRONT AND REAR					
Code		Date Next Action		Next Action	
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200038	31324 FOXBORO WAY	05/06/20	Resolved	05/08/20	
PLEASE REMOVE ALL ITEMS FROM DRIVEWAY, TRASH CONTAINERS MUST BE STORED IN REAR OF HOME OR INSIDE GARAGE.					
CUT AND TRIM TALL GRASS					
Code		Date Next Action		Next Action	
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200039	18772 WALMER LN	05/15/20	Resolved	05/18/20	
PLEASE CUT GRASS AND WEEDS FRONT AND REAR, PER VILLAGE CODE.					
Code	Date Next Action		Next Action		
302.4					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number		Address		Filed	Status		Closed
E200040		19117 WALMER LN		05/18/20	Resolved		05/21/20
PLEASE CUT TALL GRASS AND WEEDS ON PROPERTY							
Code		Date Next Action			Next Action		
302.4							
Inspection Type		Status	Result	Scheduled	Completed	Inspector	

Enforcement Number		Address		Filed	Status		Closed
E200041		16154 MARGUERITE ST		05/14/20	Resolved		05/21/20
STORED BOAT - STANDING WATER							
Code		Date Next Action			Next Action		
Inspection Type		Status	Result	Scheduled	Completed	Inspector	

Enforcement List - Inspection Summary

07/02/20

Enforcement Number	Address	Filed	Status	Closed	
E200042	18721 WALMER LN	05/19/20	Notice Sent	05/22/20	
CUT GRASS AND WEEDS					
Code	Date Next Action		Next Action		
302.4					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200043	19315 RIVERSIDE DR	05/18/20	Notice Sent	05/26/20	
1 - CUT GRASS AROUND TREE IN YARD					
2 - REMOVE TREE TRUNK BY DRIVEWAY					
Code	Date Next Action		Next Action		
302.4					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200044	15655 AMHERST AVE	05/18/20	Resolved	05/21/20	
CUT GRASS AND WEEDS IN FRONT AND REAR YARD					
Code	Date Next Action		Next Action		
302.4					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200045	32275 ARLINGTON DR	05/21/20	Resolved	05/27/20	
PLEASE CUT GRASS - FRONT AND REAR YARD					
Code	Date Next Action		Next Action		
302.4					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200046	15711 W 14 MILE RD	05/27/20	Resolved	05/29/20	
CUT GRASS ON PROPERTY					
Code	Date Next Action		Next Action		
302.4					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement List - Inspection Summary

07/02/20

Enforcement Number	Address	Filed	Status	Closed	
E200047	15708 KIRKSHIRE AVE	05/26/20	Resolved	05/29/20	
CUT GRASS/WEEDS ON PROPERTY					
Code	Date Next Action		Next Action		
302.4					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200048	20799 KENNOWAY CIR	05/26/20	Notice Sent		
REPLACE CULVERT - COLLAPSED AND FLOODING ROADWAY					
SECOND/FINAL NOTICE					
Code	Date Next Action		Next Action		
5.02	07/02/2020		SITE INSPECTION		
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200049	16942 MARGUERITE ST	05/26/20	Resolved	05/29/20	
CUT ALL TALL GRASS AND WEEDS, 8" LIMIT PER VILLAGE CODE.					
Code	Date Next Action		Next Action		
302.4					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200050	32405 BELL VINE TRL	05/27/20	Resolved	05/29/20	
CUT ALL TALL GRASS AND WEEDS, 8" LIMIT PER VILLAGE CODE.					
Code	Date Next Action		Next Action		
302.4					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed
E200051	17341 KINROSS AVE	05/27/20	Resolved	05/29/20
CUT ALL TALL GRASS AND WEEDS, 8" LIMIT PER VILLAGE CODE.				
Code	Date Next Action		Next Action	
302.4				

Enforcement List - Inspection Summary

07/02/20

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200052	16975 KINROSS AVE	06/05/20	Notice Sent	06/25/20
1. REMOVE ALL PEELING PAINT ON GARAGE AND REPAINT ALL SCRAPPED AREAS ALL WOOD SURFACES MUST BE COATED WITH PAINT NO RAW SURFACES.				
2. REMOVE ALL TALL WEEDS IN REAR AND FRONT YARDS.				

TICKET COULD BE ISSUED

Code	Date Next Action	Next Action
29.302.4 AND 29		

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200053	16269 KIRKSHIRE AVE	06/05/20	Notice Sent	
PLEASE HAVE ALL TALL WEEDS AND GRASS CUT DOW IN REAR. IF YOU CANNOT HIRE SOMEONE TO COMPLETE THE WORK, THE VILLAGE WILL CUT AND HAUL AWAY AND BILL OWNER. PER VILLAGE CODE.				

Code	Date Next Action	Next Action
29.302.4	07/02/2020	CORRECTIVE ACTION

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200054	16308 KIRKSHIRE AVE	06/05/20	Notice Sent	
CUT ALL GRASS ON PROPERTY, REMOVE ALL ITEMS FROM PORCH BEING STORED AND OTHER ITEMS IN REAR YARD. IF NOT COMPLETED THE VILLAGE WILL CUT AND TRIM AND BILL THE OWNER.				

SECOND NOTJCE

Code	Date Next Action	Next Action
29.302.4	07/02/2020	CORRECTIVE ACTION

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200055	31174 PICKWICK LN	05/29/20	Resolved	06/12/20
CUT ALL TALL GRASS ON PROPERTY OR VILLAGE WILL BUT AND BILL OWNER. PER VILLAGE CODE.				

Code	Date Next Action	Next Action
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Enforcement List - Inspection Summary

07/02/20

29.302.4

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200056	19501 S WALTHAM RD	05/28/20	Resolved	06/10/20
CUT ALL TALL GRASS ON PROPERTY OR VILLAGE WILL BUT AND BILL OWNER. PER VILLAGE CODE.				

Code	Date Next Action	Next Action
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29.302.4

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200057	17380 KINROSS AVE	06/03/20	Resolved	06/12/20
CUT ALL TALL GRASS ON PROPERTY OR VILLAGE WILL BUT AND BILL OWNER. PER VILLAGE CODE.				

Code	Date Next Action	Next Action
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29.302.4

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200058	31312 PICKWICK LN	05/29/20	Resolved	06/12/20
CUT ALL TALL GRASS ON PROPERTY OR VILLAGE WILL BUT AND BILL OWNER. PER VILLAGE CODE.				

Code	Date Next Action	Next Action
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29.302.4

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200059	18990 BEVERLY RD	06/10/20	Closed	06/10/20
PLEASE BE ADVISED WE HAVE REC'D COMPLAINTS OF LOUD MUSIC AT POOLSIDE ON SEVERAL OCCASSIONS. PLEASE MONITOR VOLUME				

Code	Date Next Action	Next Action
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42.20

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200060	32635 OLD POST RD	06/10/20	Notice Sent	

Enforcement List - Inspection Summary

07/02/20

PLEASE HAVE DEAD HAZARDOUS TREE REMOVED FROM PROPERTY. PER VILLAGE CODE.

Code	Date Next Action	Next Action
17.08 (C)	07/02/2020	CORRECTIVE ACTION

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200061	110 TURNBERRY CT	05/29/20	Notice Sent	06/29/20

FOR TURNBERRY COMMON WOODS

PLEASE BE ADVISED THAT IN THE WOODS AT THE COMMON AREA, THERE IS A LARGE DEAD TREE LEANING ON ANOTHER TREE. THIS IS A HAZARD AND MUST BE MADE SAFE BY OWNERS OF PROPERTY. PLEASE TURN THIS NOTICE OVER TO THE ASSOC. MANAGER OR TO WHO OWNS THIS PART OF THE PROPERTY. BILLAGE CODE REQS TREE TO BE MADE SAFE

Code	Date Next Action	Next Action
17.08C		

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200062	32323 LAHSER RD	06/12/20	Notice Sent	06/19/20

LANDSCAPE ISSUE

Code	Date Next Action	Next Action
CH 17		

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200063	16230 BEVERLY RD	06/12/20	Notice Sent	06/19/20

LANDSCAPE ISSUES

Code	Date Next Action	Next Action
CH 17		

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200064	18155 SAXON DR	06/15/20	Notice Sent	06/23/20

PLEASE BE ADVISED WE ARE RECEIVING COMPLAINTS ON THE TALL WEEDS GROWING IN THE BEDS AROUND THE HOUSE AND ON THE PROPERTY LOT LINES. PER VILLAGE CODE THE OVERGROWTH OF WEEDS AND GRASS MUST BE CUT OR REMOVED

Code	Date Next Action	Next Action
12.01		

Enforcement List - Inspection Summary

07/02/20

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
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E200065	18377 WARWICK DR	06/16/20	Notice Sent	
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PLEASE BE ADVISED WE ARE RECEIVING COMPLAINTS ON THE TALL WEEDS GROWING IN THE BEDS AROUND THE HOUSE AND ON THE PROPERTY LOT LINES. PER VILLAGE CODE THE OVERGROWTH OF WEEDS AND GRASS MUST BE CUT OR REMOVED

Code	Date Next Action	Next Action
12.01	07/02/2020	CORRECTIVE ACTION

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
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E200066	18521 HILLCREST BLVD	06/16/20	Notice Sent	
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PLEASE REMOVE TREE BRANCHES AND TREE LOGS FROM REAR FENCE LINE. TREE WOOD CAN BE CUT AND STORED, OFF THE GROUND TO PREVENT RODENT ISSUES. TREE BRUSH MUST BE CLEANED OUT CANNOT BE PILED ON GROUND

Code	Date Next Action	Next Action
302.5	07/02/2020	CORRECTIVE ACTION

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
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E200067	18688 W 13 MILE RD UNIT 2	06/16/20	Notice Sent	06/19/20
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PLEASE REMOVE STORED PLASTIC BINS ON PATIO, ONLY OUTSIDE ITEMS SHOULD BE AT PATIO AREA. BINS OR STORAGE CRATES SHOULD BE KEPT ELSEWHERE

COMPLAINTS

Code	Date Next Action	Next Action
302.1		

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
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E200068	20375 LINCOLN HILLS CT	06/18/20	Notice Sent	06/25/20
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PLEASE REMOVE CONSTRUCTION EQUIPMENT FROM PROPERTY. BOB-CAT AND COMMERCIAL TRAILER. COMPLAINTS

Code	Date Next Action	Next Action
22.08.330		

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement List - Inspection Summary

07/02/20

Enforcement Number	Address	Filed	Status	Closed
E200069	31531 EVERGREEN RD	06/18/20	Notice Sent	06/18/20
PLEASE BE ADVISED WE ARE RECEIVING COMPLAINTS ON THE CONDITION OF YOUR PROPERTY. THE PILES OF TREE WOOD AND PLATER BOXES SPEAD ACROSS THE FRONT ON VILLAGE EASEMENT. CONCERNS OF RODENT ISSUES WITH THE AMOUNT OF WOOD ON GROUND.				

Code	Date Next Action	Next Action
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Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200070	16241 BIRWOOD AVE	06/17/20	Notice Sent	
1. THE ROOF ON GARAGE NEEDS TO BE REPAIRED OR REPLACE. THE TARP IS NOT A REPAIR PLEAE REPAIR ROOF.				
2. IT APPEARS ANIMALS AND BIRDS ARE ENTERING THE ROOF OF HOUSE. ON THE S/E CORNER. THIS MAY NEED ATTENTION.				

Code	Date Next Action	Next Action
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304.1 AND 302.1	07/07/2020	SITE INSPECTION- ROOF
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Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200071	31125 SHERIDAN DR	06/17/20	Closed	06/19/20
CLEAR OUT WORK TRAILER AND CONSTRUCTION WOOD AND CONCRETE ON GROUND.				

Code	Date Next Action	Next Action
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22.08.330		
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Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200072	16128 MARGUERITE ST	06/19/20	Notice Sent	06/19/20
PLEASE BE ADVISED WE HAVE REC'D COMPLAINTS ON TWO OCCASIONS THAT THERE HAS BEEN LAWN MOWING AT 9:30PM AND IS UPSETTING THE NEIGHBORS. FOR YOUR INFORMATION FOR THE FUTURE				

Code	Date Next Action	Next Action
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Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement List - Inspection Summary

07/02/20

Enforcement Number	Address	Filed	Status	Closed	
E200073	20375 LINCOLN HILLS CT	06/25/20	Notice Sent		
WE ARE STILL RECEIVING COMPLAINTS ON THE TENT AND OTHER STORED ITEMS OUTSIDE IN DRIVEWAY AREA. THE TENT CANNOT STAY UP IT IS NOT ALLOWED BY VILLAGE CODE. THE REST IS GENERAL CLEAN UP AND WOULD BE GREATLY APPRECIATED SO THAT FURTHER ACTION BY THE VILLAGE WOULD NOT HAVE TO TAKE PLACE.					
Code	Date Next Action		Next Action		
22.08.220	07/01/2020		SITE INSPECTION		
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200074	31245 SHERIDAN DR	06/24/20	Notice Sent		
REC'D COMPLAINTS OF RACCONS ENTERING ABOVE PROPERTY INTO THE HOUSE. I HAVE INSPECTION THE STRUCTURE AND CANNOT SEE A OBVIOUS SPOT THAT'S OPEN. THE OWNERS SHOULD CHECK OUT THE INSIDE OF HOUSE TO SEE IF THEY HAVE ENTERED.					
Code	Date Next Action		Next Action		
	07/06/2020		SITE INSPECTION		
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200075	16989 W 14 MILE RD	06/25/20	Notice Sent	06/29/20	
PLEASE CLEAR THE SIDEWALK ON BATES FROM LOW HANGING TREE BRANCHES AN BUSHES COVERING SIDEWALK					
Code	Date Next Action		Next Action		
5.05					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E200076	18136 KINROSS AVE	06/24/20	Closed	06/29/20	
PLEASE REMOVE COMMERCIAL TRAILER FROM PROPERTY. TRAILER CANNOT BE STORED OR KEPT ON PROPERTY, PER VILALGE CODE.					
Code	Date Next Action		Next Action		
22.08.330					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed
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Enforcement List - Inspection Summary

07/02/20

E200077 31324 FOXBORO WAY 06/25/20 Notice Sent

1. CUT ALL TALL NOXIOUS WEEDS ON SOUTHSIDE OF GARAGE.
2. REMOVE ANY TRASH CONTAINERS VISABLE FROM STREET ALONG WITH ANYTHING STORED IN FRONT OF GARAGE- BOTH PER VILLAGE CODE

Code	Date Next Action	Next Action
301.4	07/06/2020	CORRECTIVE ACTION

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
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E200078 31119 GREENFIELD RD 06/25/20 Notice Sent

PLEASE CALL THE VILLAGE BUILDING DEPT. FOR PERMITS FOR WORK BEING DONE INSIDE BUILDING.

Code	Date Next Action	Next Action
	07/06/2020	SITE INSPECTION

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
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E200079 32251 ARLINGTON DR 06/29/20 Notice Sent

PLEASE BE ADVISED THERE ARE TALL NOXIOUS WEEDS AND WEED LIKE GROUND COVER IN THE REAR OF YARD. THIS NEEDS TO BE CUT DOWN 8" LIMIT ON GROWTH. PER VILLAGE CODE.

Code	Date Next Action	Next Action
12.01	07/06/2020	SITE INSPECTION

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
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E200080 32261 ARLINGTON DR 06/29/20 Notice Sent

PLEAE CUT OR REMOVE ALL TALL NOXIOUS WEEDS ON SIDE OF GARAGE. PER VILLAGE CODE.

Code	Date Next Action	Next Action
12.01	07/06/2020	SITE INSPECTION

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
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E200081 17471 W 14 MILE RD 06/30/20 Notice Sent

Enforcement List - Inspection Summary

07/02/20

PLEASE REMOVE MOTOR HOME FROM PROPERTY, CANNOT HAVE IT STORED OR KEPT OF PROPERTY FOR MORE THAN 72HOURS, COMPLAINTS

Code	Date Next Action	Next Action
22.21.010	07/02/2020	SITE INSPECTION

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E200082	31317 W CHELTON DR	06/30/20	Notice Sent	
CUT OR REMOVE TALL NOXIUS WEEDS ALONG REAR FENCE LINE				

Code	Date Next Action	Next Action
301.4	07/06/2020	SITE INSPECTION

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Population: All Records

Enforcement.DateFiled Between 3/1/2020 12:00:00 AM AND 6/30/2020 11:59:59 PM

Kristin Rutkowski

From: Comcast Heartland <Comcast_Heartland@comcast.com>
Sent: Friday, June 19, 2020 2:55 PM
Cc: Mazurek, Kyle
Subject: Comcast Programming Changes

Good afternoon,

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

We were recently notified by Showtime that on July 15, 2020, they plan to cease providing SHO Beyond and will be launching SHO x BET. Like SHO Beyond, SHO x BET will be a secondary multiplex channel of the primary Showtime service and will replace SHO Beyond wherever it is currently offered.

And on or about July 28, 2020, we plan to add Recipe.TV, Justice Central and Comedy.TV to the Digital Starter level of service. Customers will need an IP-capable device (e.g., Xfinity X1) in order to view these new channels.

Please feel free to contact me at 734-359-2038 if you have any questions.

Sincerely,

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