

Village of Beverly Hills
Regular Village Council Meeting
Tuesday, March 17, 2020

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

AGENDA

Roll Call/Call to order

Pledge of Allegiance

Amendments to Agenda/Approve Agenda

Community Announcements

Public Comments on items not on the published agenda

Consent Agenda

1. Review and consider approval of **minutes** of a joint Council and Planning Commission meeting held February 12, 2020.
2. Review and consider approval of **minutes** of a regular Council meeting held March 3, 2020.
3. Review and file **bills** recapped as of Monday, March 16, 2020.

Business Agenda

1. Review and consider **request** from Marian High School to hold annual Walk-a-thon on Friday, May 8, 2020.
2. **Proclamation** Recognizing April 2020 as Child Abuse Prevention and Awareness Month.
3. Review and consider **request** for Site Plan Approval for 31201 Southfield Road, Market Fresh Vestibule Enclosure.
4. Review and consider **request** from Michigan Beer Growler Company to amend agreement with the Village of Beverly Hills.
5. Review and consider **Resolution** establishing ballot proposal language for the November 3, 2020 General Election regarding a Charter amendment for a ten-year millage rate renewal.
6. Review and consider Fiscal Year 19-20 **Budget Amendments**.
7. Set date for Fiscal Year 20-21 Budget Session.

Public comments

Manager's **report**

Council comments

Adjournment

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.

Present: Council: President Peddie; Members: George, Hrydziusko, Mueller, and Nunez

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

Absent: Council: President Pro-Tem Abboud; Member: Mooney

Also Present: Planning & Zoning Administrator, LaPere
Village Clerk / Assistant Manager, Rutkowski
Planning Consultant, Borden

Drummond called the joint Planning Commission and Council meeting to order at 7:30 p.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

AMENDMENTS TO AGENDA/APPROVE AGENDA

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

Motion passed.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

ANNUAL REPORT 2019

Drummond provided an overview of the Annual Report for 2019. As part of the updates to the Master Plan adopted in 2016, the Village incorporated an “Action Plan” to help guide staff, Council, and Planning Commission in their annual goal-setting activity. There were eighteen Zoning Ordinance items identified with short to mid-term prioritization. Since adoption, the Village has accomplished five of the tasks outlined, including three in 2019, and is actively working towards finalizing another two of the tasks.

Site Plan Reviews/Recommendations

The Planning Commission reviewed and made recommendations on the following projects in 2019:

Special Land Use Recommendations

- Detroit Country Day School: Playground and Sports Court
- Detroit Country Day School: Guard House

Site Plan Recommendations

- Detroit Country Day School: Playground and Sports Court
- Detroit Country Day School: Guard House
- Detroit Country Day School: Tennis Courts
- Vacant Lot at 31655 Southfield Rd, Beverly Square Condominiums

Ordinance Updates

THESE MINUTES ARE NOT OFFICAL THEY HAVE NOT BEEN APPROVED.

Pursuant to the authority by the Michigan Zoning Enabling Act and the Village Ordinance, the Planning Commission reviewed and made recommendations on several updates to the Village's Zoning Ordinance in 2019. The updates were, in part, to accomplish the Action Plan tasks outlined in the Master Plan, and to address known language that conflicted with other sections of the Zoning Ordinance or updates to statutory language.

- Addressed the conflicting language in Sections 22.08.130 and 22.08.090 which regulated minimum separation between buildings.
- Updates to various sections to ensure Zoning Ordinance language matched statutory language for adult foster care and childcare facilities.
- Addition of review standards and submittal guidelines for rezoning requests as enumerated in Section 22.40 Amendments (Action Plan Z7 and Z9).
- Modernize language and formatting updates to the use tables across all Zone Districts (Action Plan Z10).
- Updated language regarding construction site fencing.

Future Goals and 2020 Action Plan

The Planning Commission is recommending the continued work of implementing the various Action Plan items to realize the goals outlined in the Village Master Plan. Specifically, the Commission recommends a complete Zoning Ordinance overhaul, which is Action Plan task Z1. While this project would require a significant investment of time and resources there are benefits to reviewing the chapter as a whole document, including reducing potential for conflicting language, reduced cost in one adoption process versus piecemeal updates, and ability to focus resources on other tasks upon completion.

Recognizing the scope of this project will require due diligence to determine the appropriate time to invest in this work, in the interim Administration and the Planning Commission continue to target sections of the Zoning Ordinance that require priority attention to accomplish the other Action Items of the Master Plan and to better serve the residents of Beverly Hills.

ZONING ORDINANCE UPDATES

A. IN-PROGRESS

1. PUD (new language/replace Cluster, Section 22.26)

a. Inclusion of Senior Housing, Tiny Houses, ADU

The Planning Commission and Administration are continuing work that began in 2019 to draft proposed Planned Unit Development (PUD) language to replace the existing cluster development option (Action Plan Z2), and to update the off-street parking regulations for consistency with the changes to the use tables and modern off-street parking recommendations (Action Plan Z11). A draft of the language was provided for discussion.

The subcommittee for PUD noted three areas of alternative housing options that the Village may want to consider as an allowable alternative or addition within the PUD process: accessory Dwelling Units (ADU), senior housing, and tiny homes.

Discussion took place regarding various types of housing, required changes to ordinances for any allowance, and enforcement impacts. Based on the input and feedback from Council there

was consensus to move forward with PUD language as written and explore housing options separately. Peddie suggested they also consider regulations related to rental units.

2. Parking regulations (Section 22.28.020)

The subcommittee for parking has begun work on updating the parking regulations by use following the adoption of the new use tables. In addition to updating the language for consistency, evaluation of parking standards against current recommendations based on parking generation studies will be completed.

The intention is to conduct Public Hearings on both of these items at an upcoming Planning Commission meeting.

B. COMPLIANCE WITH STATE/FEDERAL REGULATIONS

1. Sign ordinance (Section 22.32)

Administration has identified two sections of the Village Ordinance which are inconsistent with state or federal regulations. Section 22.32 Signs is not in compliance with the Supreme Court ruling of Reed v. Town of Gilbert which clarified that the content of signs is broadly protected as free speech and any regulations regarding signs must satisfy the strict scrutiny standard and be content-neutral. Therefore, the Village may regulate signs, such as the size and location of signage, but those regulations cannot be based upon the content of the sign. For example, having differing regulations for the size of signs which advertise on-site construction activity versus signs which contain a general expression or political messaging is not considered content-neutral as the basis for the differing regulations is the content of the sign itself. Administration is proposing to work with the Planning Consultant and Village Attorney to make recommendations for updates to this language.

Outside of language updates for legal compliance, administration has found the requirement for Planning Commission approval of permits for all signage to be logistically problematic. For example, temporary signage and changes to an existing sign face are reviewed on very specific, limited standards, and there are often time constraints with meeting once monthly that further exacerbate the issue. Administration is recommending modification to allow administrative approval of some signage.

There was discussion about the aesthetic impacts of signage in the community and creating a sense of place through consistent signage. Wilensky noted that the Village efforts to improve signage at major intersections will be hampered by the fact that 75% of the property in those areas is under other municipal jurisdictions. Stempien inquired whether language to require compliance with certain upgrades was an options to help reduce/eliminate nonconformity.

2. Zoning Board of Appeals (Section 22.38)

Section 22.38 Zoning Board of Appeals is the other section which Administration has identified that requires updates to be consistent with state regulations. The Michigan Zoning Enabling Act, along with precedent set through cases, has established clear criteria regarding the authority and standards for the Zoning Board of Appeals. The current ordinance language is not clear or concise and not wholly consistent with those established standards.

Administration is recommending reviewing this section with the assistance of the Planning Consultant and Village Attorney and making recommendations to update accordingly.

C. ACCESSORY BUILDINGS, STRUCTURES AND USES (Section 22.08.100)

Administration has identified concerns with ability to ensure compliance of accessory buildings, e.g. sheds, that are under 200 sq. ft. and not subject to building permits but required to meet zoning requirements, and the regulation of mechanical units in side yards. As noted in their Annual Report, the Village Zoning Board of Appeals also continues to hear cases seeking relief from this section, especially for mechanical units in side yards.

This topic was discussed in 2018 at which time the proposed amendments were not approved as there were several areas of concern raised by Council. Administration proposes revisiting the section to draft language that addresses the concerns raised.

D. FRONT OPEN SPACE (Section 22.24.010, a)

The Zoning Board of Appeals has also seen requests for relief from the requirements of front open space averaging on a consistent basis. This section of the ordinance imposes a greater front open space minimum than the stated setback. The intent behind this language is to ensure the character of the existing developed neighborhood is not disrupted by a house being placed in a drastically different location from the neighboring homes. It is worth noting, this section also allows relief from the stated minimum where the existing character of that area is for the homes to be located closer to the street than the stated minimum.

The practical application of this ordinance has resulted in requests for a variance where the front open space is well in excess of the stated minimums. Additionally, there is concern about the legality of regulations wherein a person's home could be rendered nonconforming due to the actions of their neighbor.

Administration has reviewed the front open space requests for the past five years and is suggesting studying the existing development and potential for modifications to improve the language while maintaining the intent of the ordinance. Upon discussion, Council and Commissioners believe that the process for requesting a variance is acceptable to allow deviations to be reviewed on case-by-case basis.

E. FENCE ORDINANCE (Section 22.08.150)

The Planning Commission has expressed concern regarding the provision that permits a person to install a 6 ft, solid style fence if there is similar existing fencing on an abutting property or within 200 feet on their side of the street. The intent behind this language is to allow that style of fencing where it is part of the character of the existing neighborhood. Administration has done a cursory review of the permits that were issued since adoption in mid-2018. In that time, there were 161 permits issued for fences and privacy screens. Of those, 42 were for fences and excluded were permits for privacy screens as those are not subject to the additional approval criteria in question. Administration provided an overview of the incidence of criteria utilized, and found no instance of a request for a fence approved due to a public safety concern being identified as criteria for additional fencing on neighboring property. Administration

recommends ongoing monitoring of the criteria utilized for permits issued to ensure the intent of the language is realized in the real-world application.

Discussion took place about the process by which this language was drafted and fencing in the Village. Westerlund expressed concern about changes to the character of a neighborhood. Council determined a discussion about changes to the fence ordinance will be placed on the next agenda.

F. OUTSIDE STORAGE/WOOD STORAGE IN RESIDENTIAL ZONE DISTRICTS

The Village has experienced difficulty in enforcement of outside storage of goods and materials, including storage of wood. In addition to the potential to become unsightly for the neighboring residents, some items can be linked to rodent harborage which is an ongoing issue in southeast Michigan. The International Property Maintenance Code does not explicitly address outside storage beyond vehicles and a generic prohibition on rodent harborage. The Village Ordinance is also somewhat ambiguous in that we prohibit storage on open land of such materials but do not address open storage on developed properties in a clear, concise manner. Ensuring the ordinance language is clear and concise benefits the Village in its enforcement efforts and the property owners to have easily understood expectations of property maintenance standards.

Administration is proposing reviewing the relevant Sections of Chapter 22 Zoning Ordinance and Chapter 29 International Property Maintenance Code to make recommendations on draft language to help address blight and storage concerns.

DISCUSSION ON VILLAGE CENTER OVERLAY DISTRICT

Peddie noted that the intention of the Overlay District is to create a downtown, walkable, commercial area. She would like to see proposals for mixed-use development and not purely residential projects. George opined that land acquisition was one tool the Village could employ. Hrydziusko agreed that the vision is to create a commercial district. Wilensky agreed that land acquisition may be necessary and sees vacant properties as a problem to redevelopment efforts.

There was discussion about the financial and time commitment required to develop the district in ways that would be keeping with the Village Center Plan. Westerlund noted the changing retail models make financial projects uncertain. There was discussion whether changes to the Plan or Overlay District might need to be considered if it is not financially feasible. Borowski felt the plan was aspirational and that changes would occur in time. Ostrowski stated mandatory compliance was another option to speed up redevelopment to these standards.

LaPere reported on a program called Redevelopment Ready Communities, a voluntary, no-cost certification program designed to promote effective redevelopment strategies through a set of best practices. The program also includes marketing resources through the Michigan Economic Development Corporation. The county has a program called One Stop Ready; a community focused economic development program built upon self-evaluation, information sharing, and outstanding customer service. She also reported that there was once a Downtown Development Association in the Village.

Mueller would like to revisit the evaluation made by CORE Partners in 2018 and consider if any sections of that redevelopment could work.

PUBLIC COMMENTS

None.

ADMINISTRATION COMMENTS

LaPere reported BP has started building their screening wall.

COMMISSIONERS COMMENTS

None.

COUNCIL COMMENTS

Peddie thanked the Commission for their work on some difficult issues this past year, and thanked members of Council and Commission for working together.

Motion by Ruprich, second by Westerlund, to adjourn the meeting at 9:45 p.m.

Motion passed.

Andrew Drummond
Planning Commission Chairperson

Lee Peddie
Council President

Kristin Rutkowski
Village Clerk

Elizabeth Lyons
Recording Secretary

REGULAR COUNCIL MEETING MINUTES – MARCH 3, 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
 Village Attorney, Ryan
 Village Planning and Zoning Administrator, LaPere

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

AMENDMENTS TO AGENDA/APPROVE AGENDA

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

Motion passed.

COMMUNITY ANNOUNCEMENTS

None.

PUBLIC COMMENTS

None.

CONSENT AGENDA

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

1. Review and consider approval of minutes of a joint Council and Parks & Recreation Board meeting held January 23, 2020.
2. Review and consider approval of minutes of a regular Council meeting held February 18, 2020.
3. Review and file bills recapped as of Monday, March 2, 2020.
4. Review and consider waiving sales restrictions at Beverly Park for Village sponsored events in 2020.

Roll Call Vote:

Motion passed (7-0)

BUSINESS AGENDA

REVIEW AND CONSIDER REQUEST FROM KENSINGTON CHURCH TO HOLD ANNUAL EASTER EGG HUNT AT BEVERLY PARK ON SATURDAY, MARCH 28, 2020

Administration received a request from Kensington Church to hold their annual Easter Egg Hunt at Beverly Park on Saturday, March 28, 2020 from 9:00 AM to 5:00 PM. Kensington Church has requested to reserve the pavilion during this time and have the pavilion rental fees waived. They also asked for permission to hang a banner on the park fence the week leading up to the event and for the Village to provide portable restrooms for the event. The Parks and Recreation Board recommended approval of this request at their February 20, 2020 meeting.

Motion by Mueller, second by Mooney, that the Village Council approves the request from Kensington Church to hold the annual Easter Egg Hunt at Beverly Park on Saturday, March 28, 2020 from 9:00 AM to 5:00 PM and waive the pavilion rental fees during this time. Be it further resolved, Kensington Church may hang a banner on the park fence for the event and the Village will provide portable restrooms, provided that the Church submits a Certificate of Liability Insurance naming the Village of Beverly Hills as an additional insured to the Clerk's Office prior to the event.

Roll Call Vote:

Motion passed (7-0)

REVIEW AND CONSIDER REQUEST FROM THE PLATELET DISORDER SUPPORT ASSOCIATION TO WAIVE PAVILION RENTAL FEES FOR THE ITP 5K EVENT ON SUNDAY, SEPTEMBER 13, 2020

Administration received a request on behalf of the Platelet Disorder Support Association to hold the first annual ITP 5K Walk at Beverly Park on Sunday, September 13, 2020. ITP, or immune thrombocytopenia, is a blood disorder that can lead to easy or excessive bruising and bleeding. The bleeding results from unusually low levels of platelets, which are the cells that help blood clot. The Platelet Disorder Support Association is dedicated to enhancing the lives of people with ITP and other platelet disorders through education, advocacy, research and support. The group is requesting to hold their 5K at Beverly Park. They also have requested to reserve the pavilion from 9:00 AM to 12:00 PM and have asked that the rental fees be waived. The Parks and Recreation Board recommended approval of this request at their February 20, 2020 meeting.

Motion by Hrydziuszko, second by Nunez, that the Village Council approves the request from the Platelet Disorder Support Association to hold the ITP 5K at Beverly Park on Sunday, September 13, 2020 from 9:00 AM to 12:00 PM and hereby waives the pavilion rental fees during this time, provided that the Association submits a Certificate of Liability Insurance naming the Village of Beverly Hills as an additional insured to the Clerk's Office prior to the event.

Roll Call Vote:

Motion passed (7-0)

PRESENTATION ON REDEVELOPMENT READY COMMUNITIES PROGRAM

LaPere explained that the Michigan Economic Development Corporation (MEDC) offers a no-cost program, Redevelopment Ready Communities (RRC), for interested municipalities. This is a voluntary program that will help guide the Village to promote positive redevelopment efforts in the community. The goal is to create processes that are effective, efficient, and transparent using six Best Practices; Community Plans and Public Outreach, Zoning Regulations, Development Review Process, Recruitment and Education, Community Prosperity, and Redevelopment Ready Sites.

Some of the program benefits include: streamlining processes and procedures internally; receiving an outside review of planning, zoning and development plans, processes and policies; technical assistance; match funding; and MEDC will promote up to 3 redevelopment sites upon certification, including assistance in the development of site marketing materials and bringing those materials to conferences and events both in Michigan and across the country.

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

Certification is a three-step process that takes place over a period of time, typical range is 1 to 3 years from engagement to certification. First, the community formally engages with MEDC, then it proceeds to the evaluation step, and the third and final step is certification. To formally engage in the RRC program, Village staff must attend informational training sessions and complete a self-evaluation, after which Village Council must pass a resolution of intent. The evaluation step involves the RRC staff performing an evaluation of the community practices based on those Best Practices, stakeholder interviews, and observations/data analysis. Finally, the Village is certified as redevelopment ready upon demonstration of meeting all Best Practice criteria. RRC is an ongoing partnership, and MEDC will work with the Village throughout the process to provide support, as needed.

Upon certification, the Village will also gain access to additional technical assistance and the Redevelopment Services Team (RS Team) to further support redevelopment efforts through site analysis, RFP/RFQ assistance, environmental assessments, marketing assistance, and developer matchmaking events.

All of Council was supportive of this program and asked LaPere to follow up and initiate the program.

DISCUSS BALLOT PROPOSAL LANGUAGE FOR THE NOVEMBER 3, 2020 GENERAL ELECTION REGARDING A CHARTER AMENDMENT FOR A TEN-YEAR MILLAGE RATE RENEWAL

Council was provided a draft resolution establishing ballot proposal language for a Charter amendment for the November 3, 2020 General Election. The proposal would ask voters to renew the millage rate established in 2010 in section 9.1 of the Village Charter (Power to Tax), authorizing the Village to levy 12.9184 mills for a 10-year period. The authorization would include the following components specifically dedicated to the operation of the village:

- a) 9.9 mills for public safety operations;
- b) 1.88 mills for general administrative purposes;
- c) 0.8184 mills for library purposes; and
- d) 0.32 mills for general park purposes.

These figures were discussed at the January 11, 2020 Council Strategy Session and again at the January 23, 2020 Joint Council and Parks & Recreation Board Meeting.

The resolution will be on the March 17, 2020 regular Village Council meeting agenda for approval. If approved by a 2/3 vote of the legislative body, the resolution will be published in the local newspaper. The resolution must then sit for 30 days. After such time and final Council approval (at the May 5, 2020 regular meeting), the Village Clerk would submit the proposed amendment to the Governor for approval. Once approved by the Governor, the proposal can be submitted to the County Clerk to be included on the November 3, 2020 General Election ballot.

Mooney suggested that the language be revised; potentially with a chart; for clarity

- a) 9.9 mills for Public Safety: Police and Fire Services;
- b) 1.88 mills for general administrative purposes;
- c) 0.8184 mills for Baldwin Library services; and

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

d) 0.32 mills for Capital Park Improvements/Replacements for Village-wide Parks.

If the proposal were to not pass, the millage rate would revert back to the 11 mills per the Charter.

REVIEW AND CONSIDER WATER SYSTEM OPERATION AND MAINTENANCE AGREEMENT WITH OAKLAND COUNTY

Oakland County, through the office of the Water Resources Commissioner, provides various operations and maintenance services on the Village's water distribution system. The Village, through our contract with Comeau, does retain some control over operations and maintenance and repairs on our water distribution system. Emergency repairs that occur outside of regular business hours or larger repairs requiring larger equipment and more manpower are generally handled by WRC. The Village annually budgets \$200,000 for O&M services through Oakland County for our water distribution system. The Village also has additional funds on deposit with Oakland County to cover the costs of a potential significant break or repair. We have found this arrangement to be very cost effective and beneficial to the Village and our residents.

Oakland County has drafted a revised contract for our current arrangement for review and consideration. This has been part of a larger process of review of all existing service contracts with local governments in the county, including our previously revised IT Services and Sewer Operations and Maintenance contracts. Village Administration has met with WRC staff to review the draft contract documents and believes the documents as submitted reflect the current operations between WRC and the Village or our water distribution system operations and maintenance.

Ryan has reviewed the contract and had contact with legal counsel for Oakland County regarding the terms of this contract. Mr. Ryan has indicated that he is satisfied with the terms of the draft agreement. Wilson explained to George that the auto liability was bundled with the general liability.

Motion by George, second by Nunez, be it resolved that the Village Council approves and authorizes the Village Manager to execute the Operation and Maintenance Agreement with Oakland County for the operation and maintenance of the Beverly Hills water distribution system as presented. Funds for this contract are available in Fund 592-543.930.03.

Roll Call Vote:
Motion passed (7-0)

RECEIVE AND FILE PUBLIC ACT 202 OF 2019 PENSION REPORT

Form 5572 from the Michigan Department of Treasury for Pension and Retiree Health Care for the Village of Beverly Hills for FY 2019 follows as filed. The Pension is 79.0% funded which is extremely good. Monthly pension payments are determined by MERS actuarial reports. The Plan was closed to new hires as of July 1, 2013.

The Retiree Health Care is 69.1% funded which is very positive as well. The Retiree Health Care Plan was closed to new hires as of July 1, 2006.

Both the Pension and the Retiree Health were discussed at the Audit Presentation for fiscal year ending June 30, 2019. These reports contain no new information. They are required to be filed with the State of Michigan and posted to the website.

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

Motion by Mooney, second by Mueller, that the Village Council receive and file Public Act 202 of 2019 Pension Report.

Motion passed.

RECEIVE AND FILE PUBLIC ACT 202 OF 2019 RETIREE HEALTH CARE (OPEB) REPORT

Motion by Mooney, second by Nunez, that the Village Council receive and file Public Act 202 of 2019 Retiree Health Care (OPEB) Report.

Motion passed.

PUBLIC COMMENTS

None.

MANAGER'S REPORT

Lahser Rd. Rezoning Hearing – At the regularly scheduled Planning Commission meeting of February 26th a Public Hearing was scheduled for a proposed rezoning of 2 lots on the east side of Lahser just north of 13 Mile. A crowd of approximately 150 showed up for the Public Hearing. The size of the crowd made holding the hearing in Council Chambers (capacity 55) impractical. Further, attempting to accommodate that many people in the building and lobby is simply not safe. The Public Hearing was postponed until the week of next regular meeting of March 25th to allow the Village to secure a larger venue to hold this hearing. As of the time of writing this report Village Administration is working to secure an appropriate location.

After a public hearing and recommendation from the Planning Commission the request will likely be brought back before Council for review and consideration. Were 150 people to show up for that meeting as well we will face the same problem. Village Administration can work with Council on the planning for such a meeting. Relocation of our meetings to an alternative venue does require more planning because of the filming and broadcasting of our meetings. Further, the applicants proposed use would require Special Land Use approval along with site approval.

Should the Special Land Use request be taken up by the Planning Commission and Village Council in the future, public hearings will be required at both meetings, potentially requiring the relocation of those meetings as well.

Code Enforcement Contract – Based upon the discussion at the annual strategy session, Village Administration has obtained a draft contract for additional code enforcement services from SafeBuilt. The proposed contract will be an addendum to our existing contract for Building Dept. and inspection services. Village Administration has reviewed the terms of the contract and has requested some modifications to the terms and clarification to some of the language. The contract addendum will also be provided to Mr. Ryan for his review. I anticipate having a final version of this contract for Council's review and consideration at the meeting of March 17th.

2020 Census – Residents should soon be seeing and receiving information regarding the 2020 Census. Billboards will be going up around the region beginning March 9th. On March 12th, the

Census will “go live” with information being sent to residences and people having the first opportunity to fill out census information on-line. April 1 is being established as a “take a break” day for residents to set aside 10 minutes to take a break and fill out their census form. More information can be found at www.michigan.gov/census2020

Village Newsletter – The Village’s quarterly newsletter has been printed and should be delivered to homes during the first or second week of March.

COUNCIL COMMENTS

George encouraged everyone to learn more about the BPS and DIA items and vote March 10. Related to the rezoning issue, he advised residents to be clear in their opposition and not make guesses at motivation.

Hrydziusko reminded residents that as the weather warms up there will be standing water, which attracts mosquitos. She suggested they purchase dunks and pellets to put in the water to deter them.

Abboud reported updates on SEMCOG and the MI General Assembly.

Motion by Mooney, second by Nunez, to adjourn the meeting at 8:40 pm.

Motion passed.

Lee Peddie
Council President

Kristin Rutkowski
Village Clerk

Elizabeth M. Lyons
Recording Secretary



TO PRESIDENT PEDDIE & MEMBERS OF THE VILLAGE COUNCIL. THE FOLLOWING IS A LIST OF
EXPENDITURES FOR APPROVAL. ACCOUNTS PAYABLE RUN FROM 3/2/2020 THROUGH 3/16/2020.

ACCOUNT TOTALS:

101	GENERAL FUND	\$65,547.61
202	MAJOR ROAD FUND	\$9,985.57
203	LOCAL STREET FUND	\$14,492.87
205	PUBLIC SAFETY DEPARTMENT FUND	\$15,597.13
592	WATER/SEWER OPERATION FUND	\$395,698.07
701	TRUST & AGENCY FUND	\$89.48
	TOTAL	\$501,410.73
	MANUAL CHECKS- COMERICA	\$0.00
	MANUAL CHECKS- INDEPENDENT	\$0.00
	ACCOUNTS PAYABLE	\$501,410.73
	GRAND TOTAL	\$501,410.73

03/12/2020 11:21 AM
 User: KARRIE
 DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS
 CHECK DATE FROM 03/16/2020 - 03/16/2020

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
Bank COM COMERICA						
03/16/2020	COM	81757	51160	ALLIANCE MOBILE HEALTH	ALLIANCE MOBILE HEALTH	148.00
03/16/2020	COM	81758	53284	APPLIED IMAGING	APPLIED IMAGING	155.12
03/16/2020	COM	81759	51802	ARROW OFFICE SUPPLY CO.	ARROW OFFICE SUPPLY CO.	254.26
03/16/2020	COM	81760	MISC	BCM HOME IMPROVEMENT	BCM HOME IMPROVEMENT	300.00
03/16/2020	COM	81761	30920	BELLE TIRE	BELLE TIRE	279.48
03/16/2020	COM	81762	51409	BEVERLY HILLS ACE	BEVERLY HILLS ACE	16.52
03/16/2020	COM	81763	02400	BEVERLY HILLS WATER DPT	BEVERLY HILLS WATER DPT	1,029.51
03/16/2020	COM	81764	59779	CANFIELD EQUIPMENT SERVICE	CANFIELD EQUIPMENT SERVICE	1,043.63
03/16/2020	COM	81765	59347	CINTAS CORPORATION #31	CINTAS CORPORATION #31	76.48
03/16/2020	COM	81766	MISC	CITI ROOFING	CITI ROOFING	300.00
03/16/2020	COM	81767	59323	CLEANNET	CLEANNET	858.00
03/16/2020	COM	81768	51439	COMCAST	COMCAST	111.85
03/16/2020	COM	81769	04500	COMEAL EQUIPMENT CO INC.	COMEAL EQUIPMENT CO INC.	26,741.22
03/16/2020	COM	81770	50826	CONSUMERS ENERGY	CONSUMERS ENERGY	1,053.40
03/16/2020	COM	81771	MISC	CONSUMERS ENERGY COMPANY	CONSUMERS ENERGY COMPANY	300.00
03/16/2020	COM	81772	52025	DETROIT SALT COMPANY	DETROIT SALT COMPANY	2,671.43
03/16/2020	COM	81773	50919	DTE ENERGY	DTE ENERGY	957.81
03/16/2020	COM	81774	51385	DTE ENERGY	DTE ENERGY	5,272.54
03/16/2020	COM	81775	59897	ERIN LAPERE	ERIN LAPERE	259.44
03/16/2020	COM	81776	MISC	FITZPATRICK, MICHAEL	FITZPATRICK, MICHAEL	300.00
03/16/2020	COM	81777	60130	FROM THE DESK OF LIZ LYC	FROM THE DESK OF LIZ LYC	461.25
03/16/2020	COM	81778	51083	GRAINGER	GRAINGER	399.25
03/16/2020	COM	81779	MISC	HANSON'S WINDOW AND CON	HANSON'S WINDOW AND CON	300.00
03/16/2020	COM	81780	58950	HYDROCORP	HYDROCORP	284.00
03/16/2020	COM	81781	39070	J.H. HART URBAN FORESTRY	J.H. HART URBAN FORESTRY	280.00
03/16/2020	COM	81782	59352	KARRIE MARSH	KARRIE MARSH	2,829.00
03/16/2020	COM	81783	53316	LANG'S ON-SITE SERVICES	LANG'S ON-SITE SERVICES	195.00
03/16/2020	COM	81784	51792	LEXISNEXIS RISK SOLUTION	LEXISNEXIS RISK SOLUTION	150.00
03/16/2020	COM	81785	58953	MICHIGAN ASSOCIATION OF	MICHIGAN ASSOCIATION OF	329.00
03/16/2020	COM	81786	52030	MICHIGAN GRAPHICS & AWAF	MICHIGAN GRAPHICS & AWAF	15.00
03/16/2020	COM	81787	51408	MICRO CENTER A/R	MICRO CENTER A/R	107.99
03/16/2020	COM	81788	59330	MIKE SAVOIE CHEVROLET	MIKE SAVOIE CHEVROLET	306.00
03/16/2020	COM	81789	60212	NATIONAL HOSPITALITY INS	NATIONAL HOSPITALITY INS	195.00
03/16/2020	COM	81790	51540	O'REILLY AUTO PARTS	O'REILLY AUTO PARTS	83.47
03/16/2020	COM	81791	50830	OAKLAND COUNTY TREASURE	OAKLAND COUNTY TREASURE	205,966.94
03/16/2020	COM	81792	50830	OAKLAND COUNTY TREASURE	OAKLAND COUNTY TREASURE	142,611.16
03/16/2020	COM	81793	14100	OBSERVER & ECCENTRIC	OBSERVER & ECCENTRIC	123.08
03/16/2020	COM	81794	59622	PARAGON LABORATORIES	PARAGON LABORATORIES	75.00
03/16/2020	COM	81795	MISC	POWER HOME SOLAR, LLC	POWER HOME SOLAR, LLC	200.00
03/16/2020	COM	81796	MISC	PRIEST CONSTRUCTION	PRIEST CONSTRUCTION	200.00
03/16/2020	COM	81797	59122	RAPID RESPONSE	RAPID RESPONSE	199.96
03/16/2020	COM	81798	16100	ROAD COMMISSION FOR OAKI	ROAD COMMISSION FOR OAKI	132.48
03/16/2020	COM	81799	MISC	ROSS AND BARR INC	ROSS AND BARR INC	600.00
03/16/2020	COM	81800	16500	S.O.C.R.R.A.	S.O.C.R.R.A.	33,660.00
03/16/2020	COM	81801	16600	S.O.C.W.A.	S.O.C.W.A.	38,369.15
03/16/2020	COM	81802	59282	SAFEBUILT INC.	SAFEBUILT INC.	14,655.52
03/16/2020	COM	81803	51356	SOUTHFIELD MUFFLER & BR	SOUTHFIELD MUFFLER & BR	516.81
03/16/2020	COM	81804	38145	SOUTHFIELD POSTAL SERVICE	SOUTHFIELD POSTAL SERVICE	409.26
03/16/2020	COM	81805	17700	SUNSET MAINTENANCE SERVICE	SUNSET MAINTENANCE SERVICE	1,000.00
03/16/2020	COM	81806	50317	T.K.M.S. LTD.	T.K.M.S. LTD.	628.70
03/16/2020	COM	81807	31043	THOMAS J RYAN PC.	THOMAS J RYAN PC.	10,520.60
03/16/2020	COM	81808	38205	VERIZON WIRELESS MESSAGE	VERIZON WIRELESS MESSAGE	391.68
03/16/2020	COM	81809	MISC	WALLSIDE WINDOWS	WALLSIDE WINDOWS	100.00
03/16/2020	COM	81810	53572	WOW! BUSINESS	WOW! BUSINESS	641.74
03/16/2020	COM	81811	20900	ZIP ETC INC	ZIP ETC INC	2,345.00

COM TOTALS:

Total of 55 Checks:	501,410.73
Less 0 Void Checks:	0.00
Total of 55 Disbursements:	501,410.73



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

From: Kristin Rutkowski, Village Clerk/Assistant Village Manager

Subject: Marian High School Walk-a-thon

Date: March 11, 2020

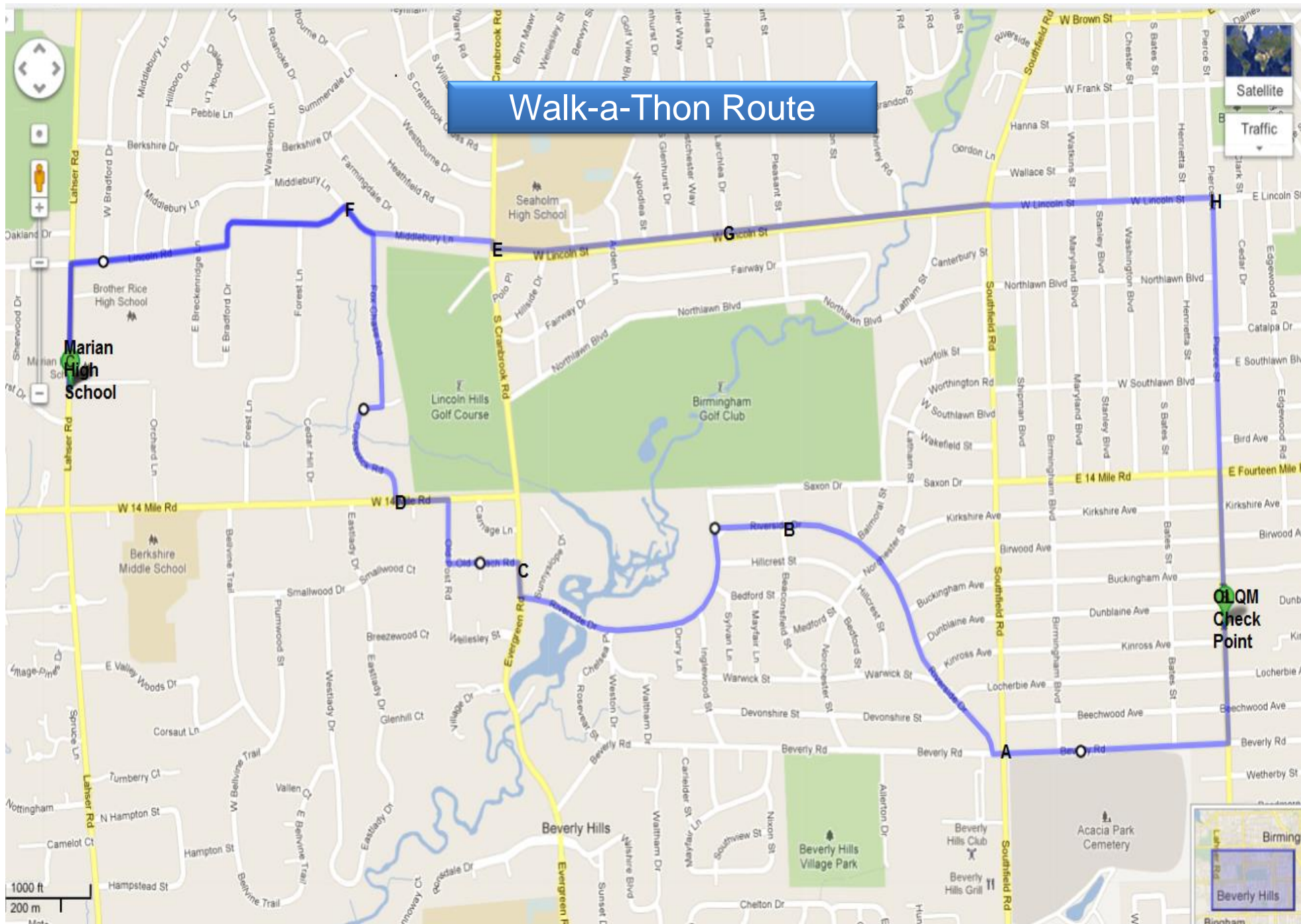
Village administration received a request from Marian High School asking for permission to hold its annual Walk-a-thon in the Village of Beverly Hills on Friday, May 8, 2020. A map of the proposed route is attached.

Suggested Motion

The Village Council authorizes Marian High School to hold its annual Walk-a-thon in Beverly Hills on Friday, May 8, 2020 provided that a certificate of liability insurance naming the Village of Beverly Hills is submitted to the Clerk's office prior to the event.

Attachment

Walk-a-Thon Route





40 YEARS OF HELPING CHILDREN.

CARE HOUSE OF OAKLAND COUNTY

44765 Woodward Ave. February 14, 2020
Pontiac, MI 48341

(248) 332-7173
www.carehouse.org

Kristin Rutkowski
Village of Beverly Hills
18500 W. 13 Mile Road
Beverly Hills, MI 48025

Board of Directors

Marla Feldman
Chair

S. Eliot Weiner
Vice Chair

Amber Stack
Treasurer

Murry Pierce
Secretary

Denise Abrash

Kathy Abrash

Jeanne Asmaro

Diane K. Bert, PhD

Ashley Boday

Nikki Braddock

Melody Bryant

David Charlip

Christopher Corden

Gregory Eichbrecht

Elise Guidos

Susan Ivanovic, MD

Capt. Michael Johnson

Lisa MacDonald

Renee McLeod

Frederick Morsches

Kevin Mulcahy

Maryclare Pulte

Dino Rotondo

Hon. Henry Saad

Gabrielle L. Sims

Shannon Striebich

Stacy Sturgill

Cathy Weissenborn

Barbara Whittaker

Blythe Tyler
President & CEO

Dear Kristin:

I am writing on behalf of CARE House of Oakland County to ask Village of Beverly Hills to join other Oakland County municipalities by declaring April as Child Abuse Prevention Awareness Month. This is an excellent opportunity for your community to demonstrate its support in ending child abuse and to support the numerous victims who are among us.

CARE House of Oakland County, as you may know, has been working tirelessly to end this crime through our prevention, intervention, and therapy programs for child victims and their families.

In addition, CARE House of Oakland County plants pinwheel gardens in the month of April as part of our effort to bring awareness to the accomplishments that have been made, and the work that still needs to be done. Will you join us by planting a pinwheel garden in your own community? Pinwheels for Prevention is all about celebrating childhood, and recognizing that every kid deserves one that is free from abuse.

We would be honored if you would sponsor an official proclamation which would recognize the month of April as Child Abuse Prevention and Awareness Month; read your proclamation to your supporters at your municipality's April meeting; and plant a Pinwheels for Prevention garden. Share a photo or two of your planting posted to our CARE House Facebook page! We will provide the pinwheels and a sign for your garden.

We would also be pleased to attend your meeting in-person to share information and answer questions. A sample proclamation and information on the pinwheel garden are attached.

If you have any questions, please contact our Director of Community Education, Billie Ragland at 248.333.4937 or bragland@carehouse.org. Thank you for consideration of this special request that impacts all of our children.

Sincerely,

Blythe Tyler
President & CEO



**PROCLAMATION RECOGNIZING APRIL 2020 AS CHILD ABUSE
PREVENTION AND AWARENESS MONTH**

Whereas, abuse and neglect are suffered by children in our communities, regardless of age, race, gender, or economic situation;

Whereas, one in ten children will be sexually abused before the age of 18;

Whereas, this reported maltreatment is only a portion of the overall problem threatening our children, for so many cases go unreported, and today's technology has brought with it a new and dangerous form of child endangerment – the online predator;

Whereas, the devastating consequences of physical and emotion abuse of our children affects the community as a whole and finding solutions needs to be attended to by the community as a whole; and

Whereas, CARE House of Oakland County works to break the cycle of child abuse and neglect; provides a protective circle of light and hope for a better life; advocates for the safety and protection of children; and partners with community organizations and agencies to offer programs and services aimed at preventing child abuse.

Now, therefore, be it proclaimed, that I, Lee Peddie, Council President of the Village of Beverly Hills, County of Oakland, State of Michigan, do hereby recognize April 2020 as Child Abuse Prevention and Awareness Month in the Village of Beverly Hills, and call on our residents, community agencies, organizations, and businesses to increase their participation in efforts to prevent the abuse of our children, thereby strengthening and protecting the community in while we live.

Passed and approved on this _____ day of March, 2020.

Lee Peddie, Council President



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

From: Erin LaPere, Planning & Zoning Administrator

Date: March 12, 2020

Re: Request for Site Plan Approval for 31201 Southfield Rd, Market Fresh Vestibule Enclosure

The Village has received a request for site plan approval for Market Fresh, 31201 Southfield Road, to construct a vestibule enclosure at the existing front entranceway. The proposal details an addition at the storefront that will be a glass enclosure of the existing paved walkway/entrance. Additionally, the proposal would replace the existing cloth canopy along Southfield Road side of the building with a steel canopy and a partial restriping of the pedestrian walkways and parking spaces near the entrance to direct pedestrians to the relocated doors. A copy of the application and plans are attached.

The plans have been reviewed by the Fire Marshal, Village Engineer, and Planning Consultant. The Fire Marshal noted the need to relocate the existing Knox Box and the applicant has indicated they will comply with Public Safety requirements on that matter. Given the limited scope of the changes to the existing site the Village Engineer found no concerns with the proposal, as submitted. The Planning Consultant's review letter is attached. As noted, the request meets applicable sections of the Village Ordinance and the applicant confirmed no new lighting or plantings were proposed with this project.

At their meeting held February 26, 2020, the Planning Commission reviewed the plans and made a recommendation for Village Council to approve with two conditions. First, that the plans depict rooftop equipment and enclosures. Second, that if ownership of the existing retaining wall along a portion of the western property line is determined to be Market Fresh, the wall be expanded to six feet in height to provide screening of the alleyway. There was discussion regarding alley maintenance and the consensus was a dumpster enclosure was not feasible in the alley to maintain free and clear access, especially for emergency vehicles. A copy of the meeting minutes is attached.

The Village has received revised plans depicting the rooftop equipment. The plans note the existing parapet wall is 10 feet, 5 5/8 inches above the roof deck and that the new equipment will be placed within that existing screened area (see sheet A-100). Upon confirmation that the retaining wall is on the Market Fresh property, the Village Engineer reviewed the existing site

conditions and the wall expansion recommended by Planning Commission. He concluded that expansion of that wall would create sight distance and circulation issues for pedestrian and vehicular traffic in that area. He also noted that should this wall be required by the Village, we may be held liable for any negative impacts that result from the obstruction to the intersection between alley, Market Fresh parking lot, and nursing home parking lot. Therefore, he recommends no changes to the existing retaining wall.

Administration met with representatives from Market Fresh on March 12, 2020 to discuss the ongoing storage of debris, pallets, and similar materials in the alleyway. Market Fresh has submitted conceptual drawings of a proposed enclosure and is working with their architect to finalize a design for formal submittal. This project would require site plan review and approval prior to construction.

Suggested Motion

Village Council recommends (approval/denial) of the site plan dated March 6, 2020 as submitted for the vestibule enclosure and canopy at Market Fresh, 31201 Southfield Road.

eel

attachments



February 14, 2020

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

Attention:	Erin LaPere, Planning and Zoning Administrator
Subject:	Market Fresh – Site Plan Review #1
Location:	31201 Southfield Road – west side of Southfield Road, north of 13 Mile Road
Zoning:	B Business District and VCOD Village Center Overlay District

Dear Commissioners:

At the Village's request, we have reviewed the site plan submittal from Market Fresh proposing a new entry enclosure for Market Fresh (plans dated 12/30/19).

The proposed 1,232 square foot addition is at the southeast corner of the existing 23,135 square foot commercial building.

Retail businesses, including grocery stores, are permitted by right in the B District (Section 22.22.020). As such, site plan review by the Planning Commission is required.

Per Section 22.32.4(f), the proposal is exempt from the standards of the VCOD. More specifically, the proposed addition accounts for a 5.3% of the existing square footage. The introduction of VCOD standards starts with a 10% expansion.

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.

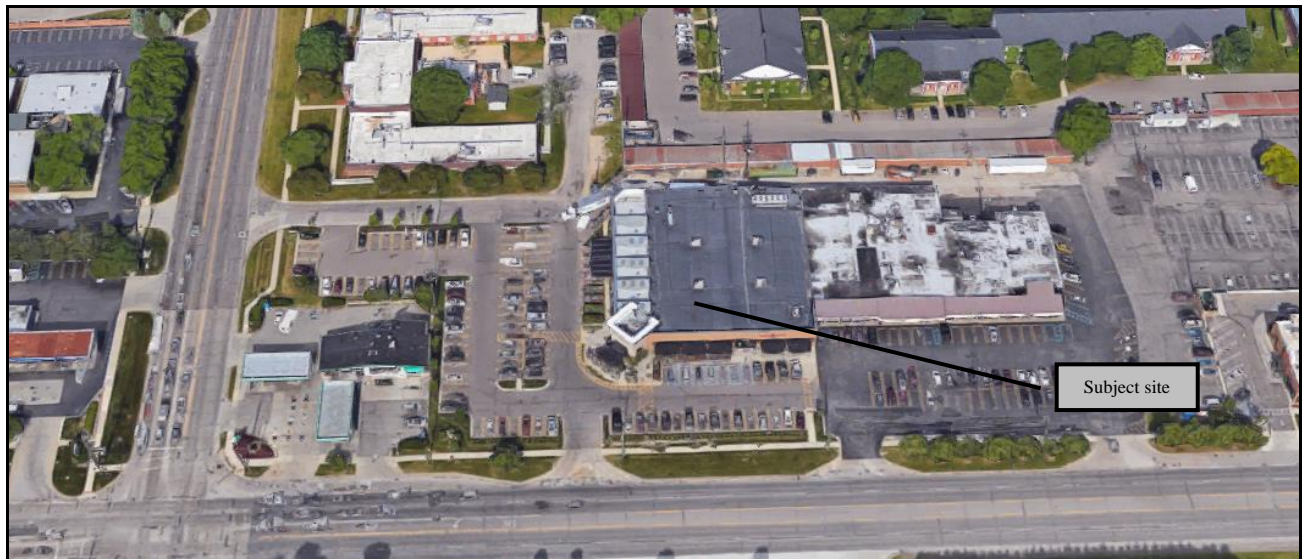
1. Dimensional Requirements. The proposed addition (60') exceeds the minimum front yard setback required from the Southfield Road right-of-way (35') and is well within the maximum height allowed in the B District (14' proposed versus 30' allowed).

2. Building Design. The proposed addition is primarily glass with a masonry base that matches the existing building and a metal roof/canopy that extends to the north along the east side of the building.

The metal canopy extension along the east side of the building will replace the existing fabric awnings that project over the windows.

Given the relatively small size of the proposed addition, Section 22.09.020 requires that "building materials must provide a balance between compatibility with the existing structure and the general intent and purpose of Section 22.09.030 Building Design."

In our opinion, the proposal meets this requirement.



Aerial view of site and surroundings (looking west)

3. **Vehicular and Pedestrian Circulation.** The proposed addition does not include or require any changes to the existing vehicular circulation pattern. Existing drive aisles and parking spaces meet or exceed minimum dimension standards.

During a pre-application meeting, we requested additional crosswalk striping and vehicular stop bars to ensure a safe environment for motorists and pedestrians alike. The site plan provides these items, as requested.

4. **Lighting.** The site plan does not identify any proposed exterior site lighting. If any new wall or pole mounted lighting is proposed as part of this project, the applicant must provide details demonstrating compliance with the Ordinance standards of Section 22.09.050.

5. **Landscaping and Screening.** The site plan depicts existing landscaping, but does not propose any new plantings. There is also an existing masonry wall along a portion of the west side lot line adjacent to residential zoning.

If any new plantings are proposed as part of this project, details must be provided.

Lastly, there is an existing dumpster in the “alley” along the west side of the building that is not within an enclosure. Section 22.09.040(h) requires a 3-sided enclosure with a gate across the 4th side.

The existing masonry wall screens one side of the dumpster and protects views from the adjacent residential district; however, the Village may wish to require the installation of a full enclosure in an effort to bring the site closer to compliance with current standards.

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

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

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

Absent: Member: Grinnan

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

REVIEW AND CONSIDER RECOMMENDATION ON A REQUEST FOR SITE PLAN APPROVAL FOR AN EXPANSION TO THE FRONT ENTRANCE AT MARKET FRESH, 31201 SOUTHFIELD ROAD

The Village has received a request for site plan approval for Market Fresh, 31201 Southfield Road, to construct a vestibule enclosure at the existing front entranceway. The proposal details an addition at the storefront that will be a glass enclosure of existing paved walkway/entrance. Additionally, the proposal would replace the existing cloth canopy along Southfield Road side of the building with a steel canopy and a partial restriping of the pedestrian walkways and parking spaces near the entrance to direct pedestrians to the relocated doors. A copy of the application and plans were provided.

The plans have been reviewed by the Fire Marshal, Village Engineer, and Planning Consultant. The Fire Marshal noted the need to relocate the existing Knox Box and the applicant has indicated a willingness to work with Public Safety on that matter. Given the limited scope of the changes to the existing site the Village Engineer found no concerns with the proposal. The Planning Consultant's review letter was provided to the Commission.

Procedurally, the application will be reviewed by the Planning Commission for a recommendation and then Village Council will review and consider approval of the proposed site plan.

Borden has reviewed the site plan submittal from Market Fresh proposing a new entry enclosure for Market Fresh (plans dated 12/30/19). The proposed 1,232 square foot addition is at the southeast corner of the existing 23,135 square foot commercial building. Retail businesses, including grocery stores, are permitted by right in the B District (Section 22.22.020).

Per Section 22.32.4(f), the proposal is exempt from the standards of the VCOD. More specifically, the proposed addition accounts for a 5.3% of the existing square footage. The introduction of VCOD standards starts with a 10% expansion.

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

1. Dimensional Requirements. The proposed addition (60') exceeds the minimum front yard setback required from the Southfield Road right-of-way (35') and is well within the maximum height allowed in the B District (14' proposed versus 30' allowed).

2. Building Design. The proposed addition is primarily glass with a masonry base that matches the existing building and a metal roof/canopy that extends to the north along the east side of the building. The metal canopy extension along the east side of the building will replace the existing fabric awnings that project over the windows. Given the relatively small size of the proposed addition, Section 22.09.020 requires that “building materials must provide a balance between compatibility with the existing structure and the general intent and purpose of Section 22.09.030 Building Design.” In our opinion, the proposal meets this requirement.

3. Vehicular and Pedestrian Circulation. The proposed addition does not include or require any changes to the existing vehicular circulation pattern. Existing drive aisles and parking spaces meet or exceed minimum dimension standards. During a pre-application meeting, we requested additional crosswalk striping and vehicular stop bars to ensure a safe environment for motorists and pedestrians alike. The site plan provides these items, as requested.

4. Lighting. The site plan does not identify any proposed exterior site lighting. If any new wall or pole mounted lighting is proposed as part of this project, the applicant must provide details demonstrating compliance with the Ordinance standards of Section 22.09.050.

5. Landscaping and Screening. The site plan depicts existing landscaping, but does not propose any new plantings. There is also an existing masonry wall along a portion of the west side lot line adjacent to residential zoning. If any new plantings are proposed as part of this project, details must be provided. Lastly, there is an existing dumpster in the “alley” along the west side of the building that is not within an enclosure. Section 22.09.040(h) requires a 3-sided enclosure with a gate across the 4th side. The existing masonry wall screens one side of the dumpster and protects views from the adjacent residential district; however, the Village may wish to require the installation of a full enclosure in an effort to bring the site closer to compliance with current standards.

Eavan Yaldo, Saroki Architecture, was present, along with owners Johnny and Laith Karmo. She elaborated on the plans to create an entrance space that will be complementary to the aesthetics of the building. It will provide space for year-round entrance displays as well as provide better heat/cooling controls at the entrance. On the east side of the building there will be a permanent canopy installed, and existing canopy and post mounted lights will be removed.

There will be no new lighting installed. The existing lighting is set on timers and are all off once the store is closed with the exception of emergency lights.

Drummond expressed concerns about the HVAC extending beyond the parapet. There will be a rooftop unit, however it will be fully screened and this detail will be included on the plans that are presented to Council for approval. No signage will be added to the glass enclosure.

Resident Scott Foret inquired about the use of the space where Bigby Coffee was located. He was informed the space is occupied by Village Pharmacy + Compounding.

Ruprich asked about the parking and pedestrian access near the north entrance. Yaldo clarified that it is approximately 8 feet at both ends, and there will be no change to the existing curb and

concrete walk. The cart corral will be moved one spot west of its current location and the total parking spaces will remain unchanged.

Borowski inquired how the change would affect the seasonal flower and plant sales that are traditionally on racks in front of the building. Karmo explained that the flowers and plants are there in May and June, and the four west most spots on the south side of the building will be used for that.

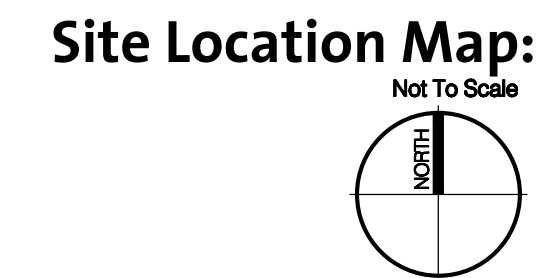
Discussion took place regarding the alley dumpster enclosure and storage concerns. Westerlund had concerns related the angled 2.5-foot retaining wall and whether it could be expanded vertically to provide screening of the alleyway. The applicant is unclear whether the wall is located on the neighboring property and will confirm ownership and feasibility of expansion. Borden noted the wall should be reviewed for sight distance to ensure the drive aisles and parking lot traffic are not impacted.

Motion by Ostrowski, second by Westerlund, that the Planning Commission recommends approval of the site plan submitted for the vestibule enclosure and canopy at Market Fresh, 31201 Southfield Road, contingent on the rooftop units being screened in compliance with Village ordinance, and that ownership of the existing screen wall be determined, and if on the applicants property, the wall be expanded to a height of six feet to provide additional screening.

Roll call vote:

Motion passed (8-0).

A
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C
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D
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E
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F
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G
—
H



The following drawings refer to the alteration of the existing storefront at Market Fresh. The proposed drawings illustrate a new building entry enclosure that will add 1,232 SF to the building area.

Market Square of Beverly Hills, Inc. DBA Market Fresh
31201 Southfield Road
Beverly Hills, MI 48025
T: 248.647.4646
Contact: Johnny Karmo

Saroki Architecture
430 N. Old Woodward Avenue / Suite 300
Birmingham, Michigan 48009
T: 248.258.5707
Contact: Victor Saroki, FAIA

T.B.D.

T.B.D.

2015 Michigan Building Code
2015 Michigan Plumbing Code
2015 Michigan Mechanical Code
2014 National Electric Code
ASHRAE 2013
2017 Edition NFPA 101
Barrier Free Requirements per PA Act 1 of 1966 as amended,
ADAAG 2010, and ICC / ANSI A117.1-2009 Edition

Primary: M (Mercantile)
Incidental: S-2 (Storage), A-2 (Assembly)

Construction Type:	Type IIIB	(Assumed Existing) No Change
Fire Protection:	Existing is sprinklered	

Allowable Height:	2 Stories or 30 Feet	
Building Height	26'-6"	
Site Area	85, 461.73 S.F. or 1.961 Acres	(Existing) No Change
Parking Requirements	See Site Plan	
Loading Space Provided	2 Required, 2 Provided	

Gross Floor Area Calculations			
Market Fresh	21,359 G.S.F. (Existing)	22,591 G.S.F. (With Proposed Entry Addition)	
Pharmacy	1,776 G.S.F. (Existing)	1,776 G.S.F. No Change	
Total (building area)	23,135 G.S.F. (Existing)	24,367 G.S.F. (Proposed Total)	

Proposed Sales Area	1,232 GSF / 30 GSF	= 41 occupants
Existing Sales Area	14,042 GSF / 30 GSF	= 469 occupants
Existing Storage Area	2,080 GSF / 300 GSF	= 7 occupants
Existing Kitchen Area	2,532 GSF / 200 GSF	= 13 occupants
Existing Assembly Area	673 NSF / 15 NSF	= 45 occupants (Starbucks)
Total Occupant Load for Market Fresh & Pharmacy		= 575 occupants

Existing (No new Plumbing Fixtures are proposed)

[illegible]

430 N. OLD WOODWARD
BIRMINGHAM, MI 48009
P. 248.258.5707
F. 248.258.5515

SarokiArchitecture.com

Market Fresh
31201 Southfield Road
Beverly Hills, Michigan 48025

12-30-2019	SITE PLAN REVIEW
03-06-2020	REVISED SITE PLAN REVIEW

Sheet No.:

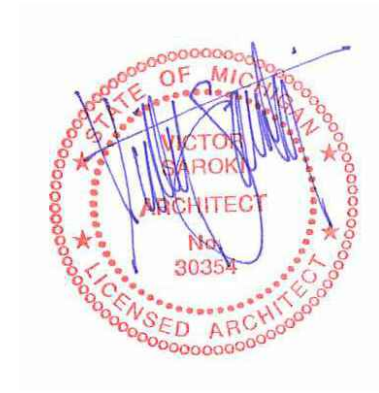
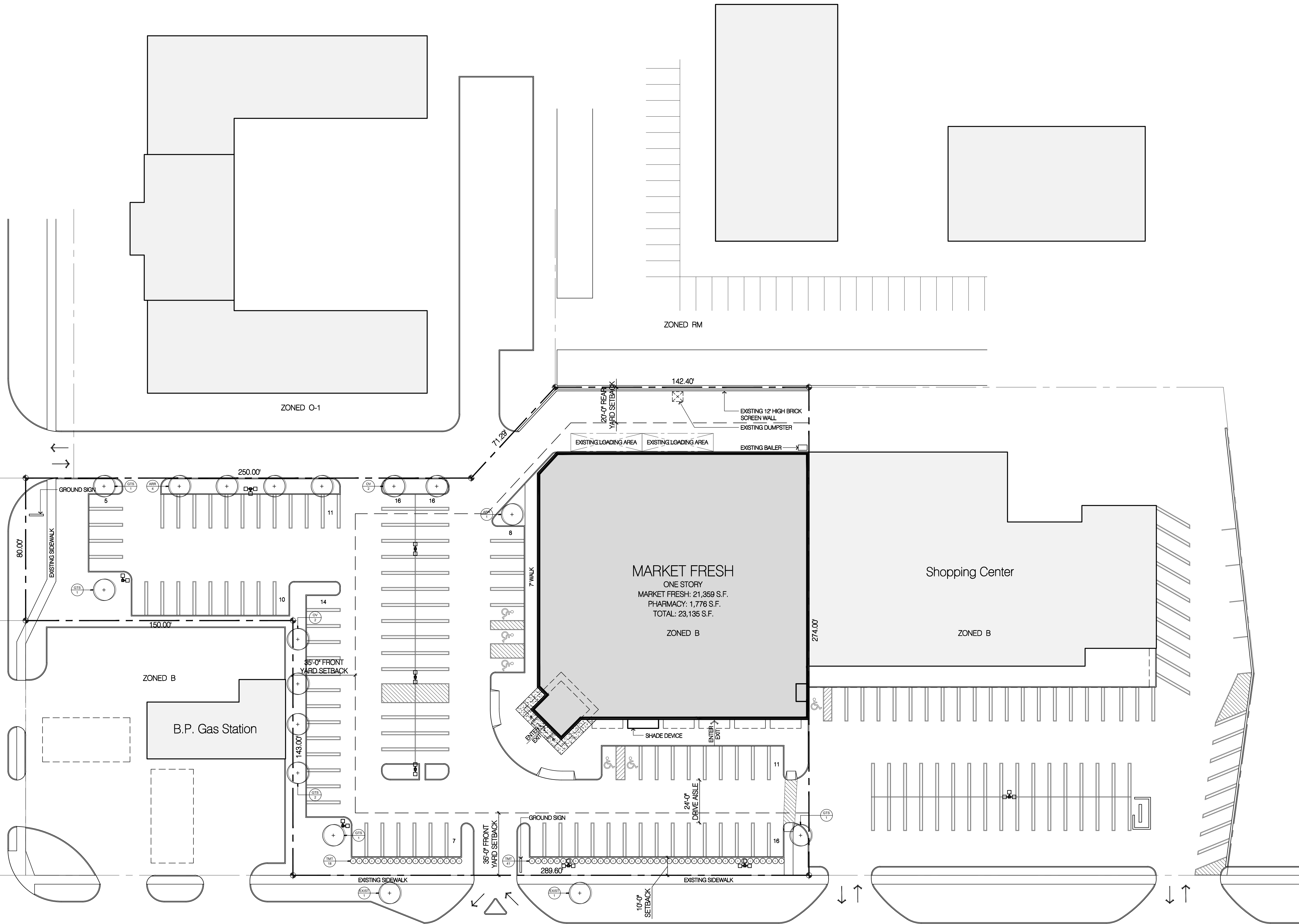
COVER SHEET

A
B
C
D
E
F
G
H

THIRTEEN MILE ROAD
(R.O.W. WIDTH VARIES)

SOUTHFIELD ROAD
R.C.O.C. (126' R.O.W.)

1 2 3 4 5 6 7 8 9 10



SAROKI
ARCHITECTURE

430 N. OLD WOODWARD
BIRMINGHAM, MI 48009
P. 248.258.5707
F. 248.258.5515
SarokiArchitecture.com

Project:
Market Fresh
31201 Southfield Road
Beverly Hills, MI 48025

Date:	Issued For:
12-30-2019	SITE PLAN REVIEW
03-06-2020	REVISED SITE PLAN REVIEW

Sheet No.:

A001
EXISTING SITE PLAN

Existing Site Plan
SCALE: 1" = 30'-0"

A
B
C
D
E
F
G
H

THIRTEEN MILE ROAD
(R.O.W. WIDTH VARIES)

ZONED O-1

ZONED RM

MARKET FRESH

ONE STORY
MARKET FRESH: 21,359 S.F.
PHARMACY: 1,776 S.F.
NEW ENTRY ENCLOSURE: 1,232 S.F.
TOTAL: 24,367 S.F.

ZONED B

Shopping Center

ZONED B

B.P. Gas Station

SOUTHFIELD ROAD
R.C.O.C. (126' R.O.W.)

PARKING REQUIREMENTS:

Market Fresh: 22,591 S.F.

Pharmacy: 1,776 S.F.

$22,591 + 1,776 = 24,367 \text{ S.F.} / 250 = 97.5$

TOTAL PARKING REQUIRED: 98 Cars

BARRIER-FREE PARKING REQUIRED: 5 Cars

BARRIER-FREE PARKING PROVIDED: 5 Cars

TOTAL PARKING PROVIDED: 114 Cars



SAROKI
ARCHITECTURE

430 N. OLD WOODWARD
BIRMINGHAM, MI 48009

P. 248.258.5707

F. 248.258.5515

SarokiArchitecture.com

Project:

Market Fresh

31201 Southfield Road
Beverly Hills, Michigan 48025

Date: Issued For:

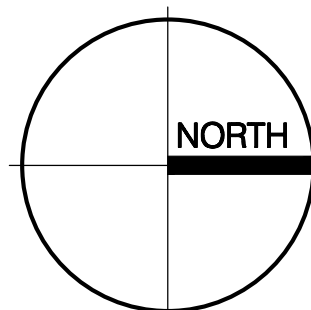
12-30-2019 SITE PLAN REVIEW

03-06-2020 REVISED SITE PLAN REVIEW

Sheet No.:

A001

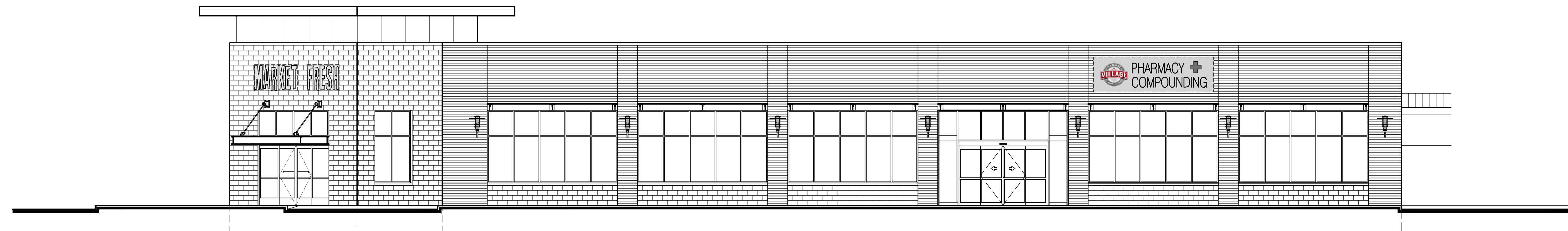
PROPOSED SITE PLAN



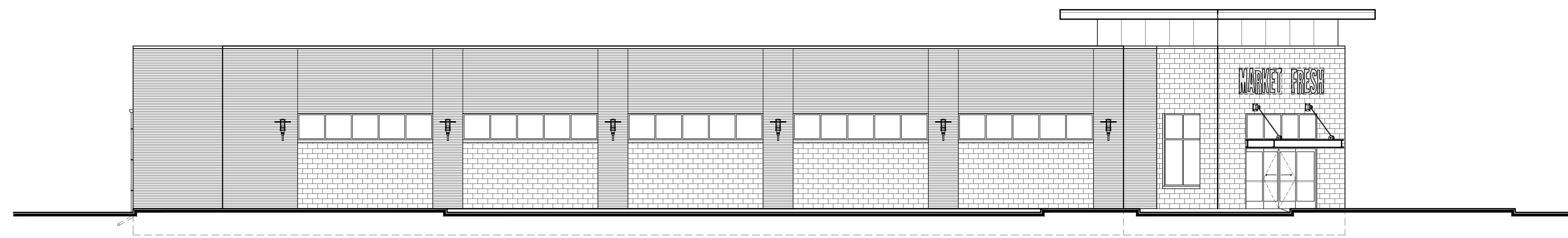
H9
A001
Proposed Site Plan
SCALE: 1" = 30'-0"

1 2 3 4 5 6 7 8 9 10

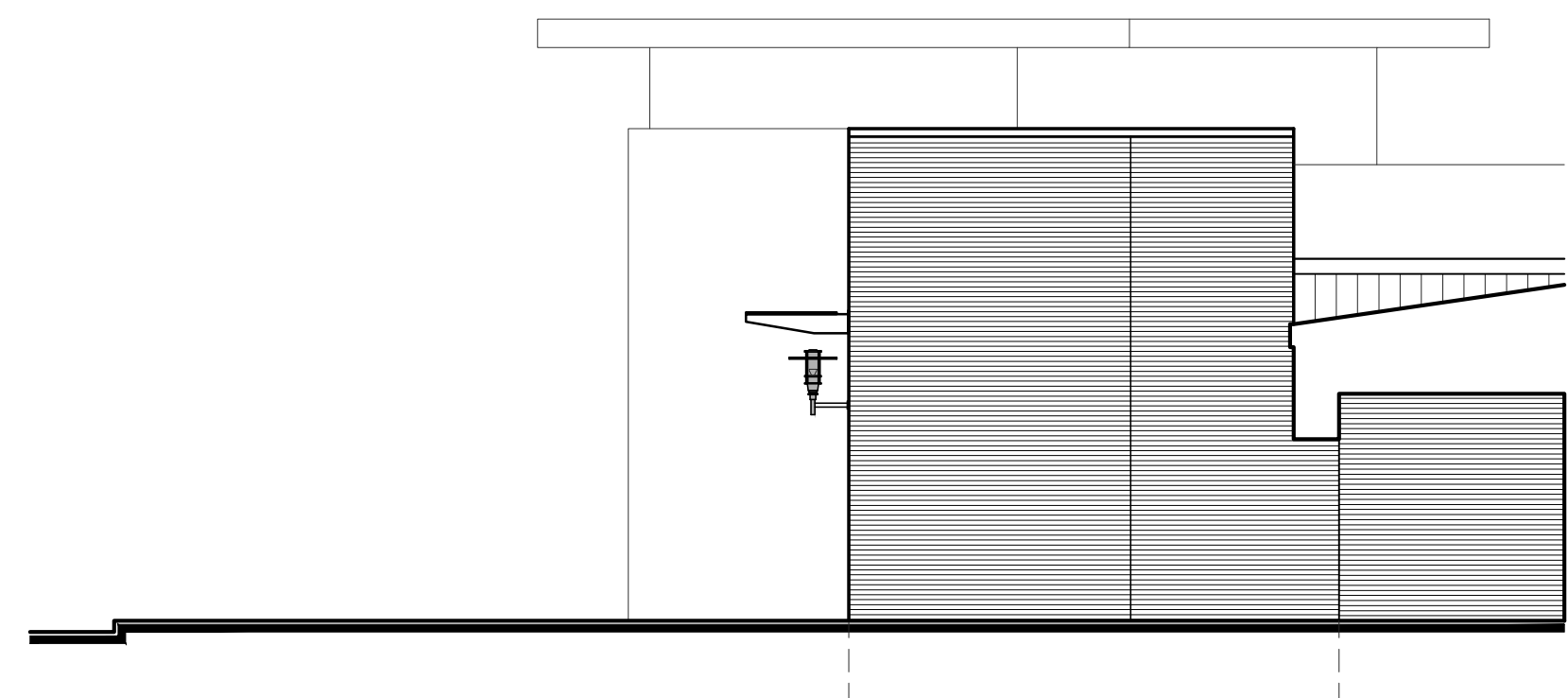




CB Existing East Elevation
A200 SCALE: 1/8" = 1'-0"



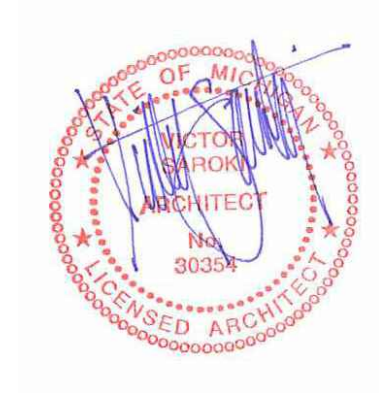
FB Existing South Elevation
A200 SCALE: 1/8" = 1'-0"



H5 Existing North Elevation
A200 SCALE: 1/8" = 1'-0"



H8 Existing South-East Elevation (Entry)
A200 SCALE: 1/8" = 1'-0"



SAROKI
ARCHITECTURE
430 N. OLD WOODWARD
BIRMINGHAM, MI 48009
P. 248.258.5707
F. 248.258.5515
SarokiArchitecture.com

Project:
Market Fresh
31201 Southfield Road
Beverly Hills, Michigan 48025

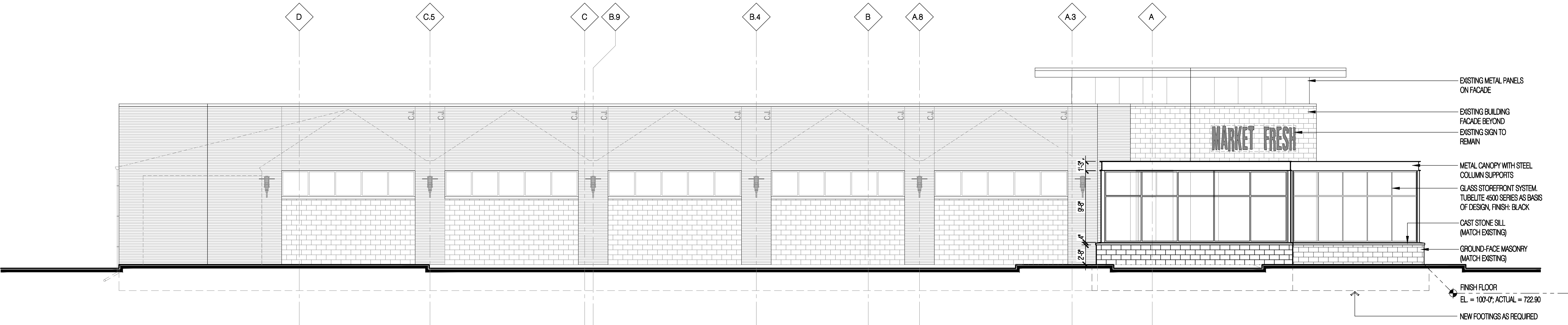
Date: 12-30-2019 **Issued For:** SITE PLAN REVIEW
03-06-2020 REVISED SITE PLAN REVIEW

Sheet No.:
xA200
EXISTING EXTERIOR
ELEVATIONS

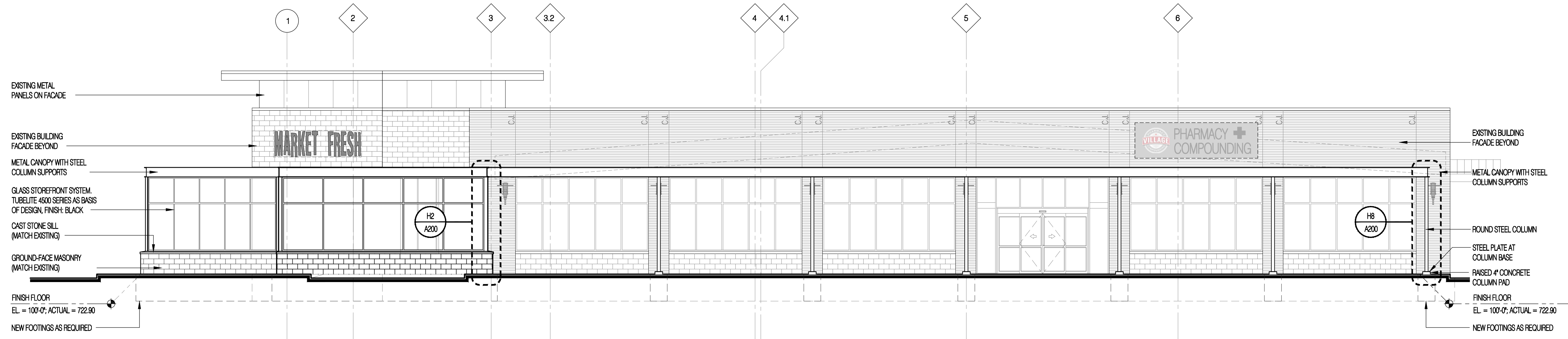
A
B
C
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G
H

1 2 3 4 5 6 7 8 9 10

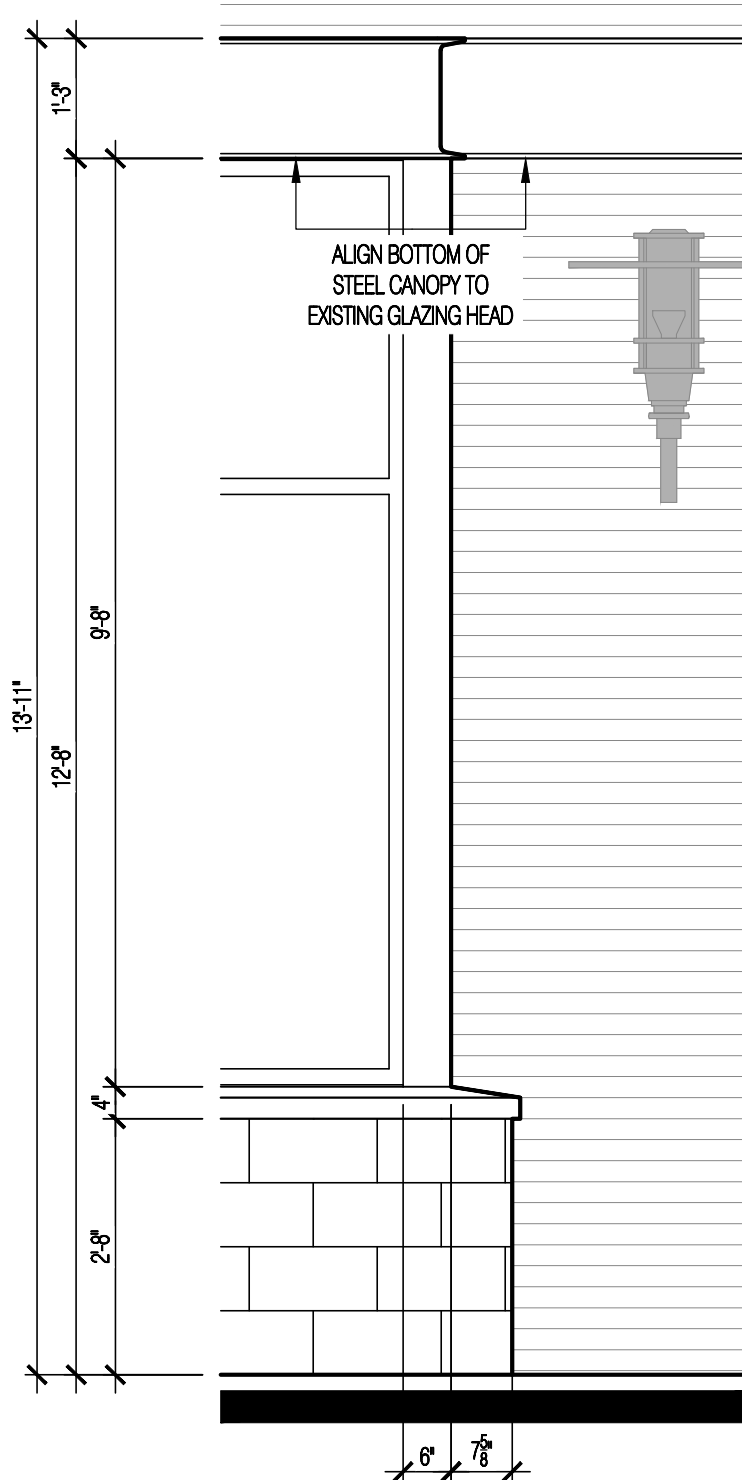
A
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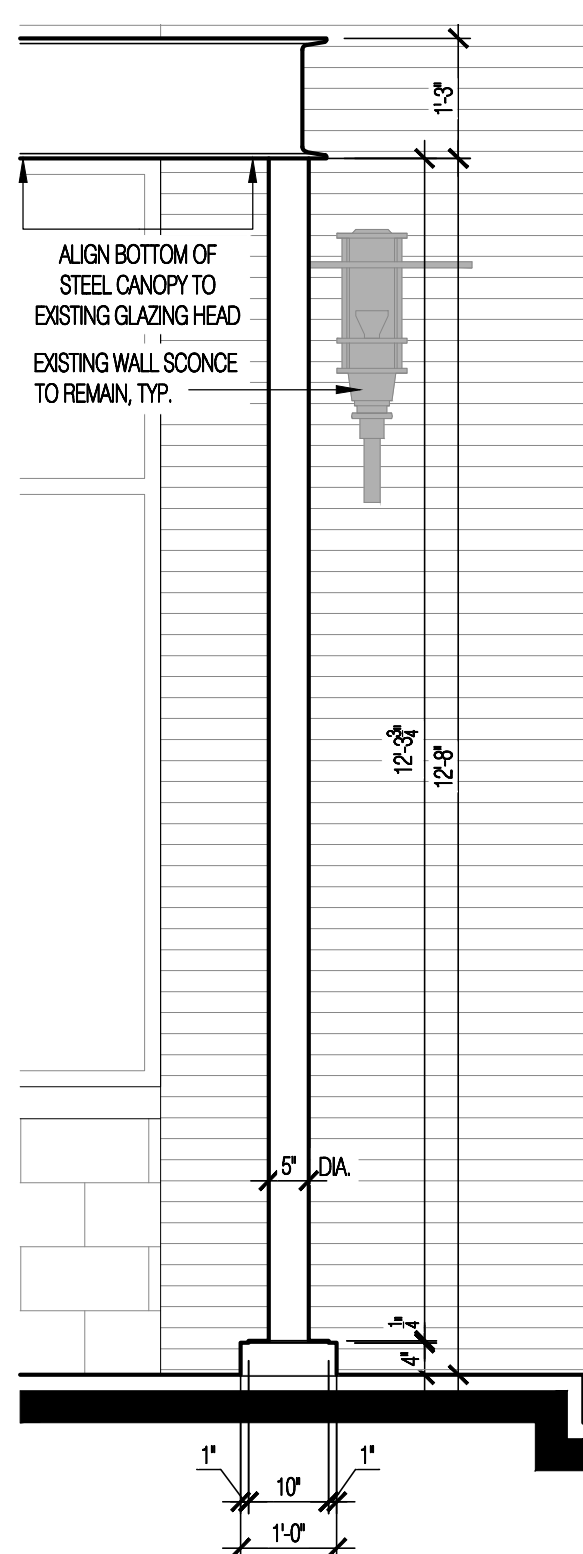
B8
A200
Proposed South Elevation (Entry)
SCALE: 1/8" = 1'-0"



E8
A200
Proposed East Elevation (Entry)
SCALE: 1/8" = 1'-0"



H2
A200
Proposed Enlarged Enclosure Elevation
SCALE: 1/2" = 1'-0"



H8
A200
Proposed Canopy Enlarged Elevation
SCALE: 1/2" = 1'-0"



H8
A200
Proposed South-East Elevation (Entry)
SCALE: 1/8" = 1'-0"

BRICK:
"GLEN-GERY" #86x4" (NOMINAL)
COLOR: TOASTED FINE ARTS VELOUR
CONTACT: KIM MEHL
BRICK TECH ARCHITECTURAL
248-548-0777

GROUND-FACE MASONRY UNITS:
"MALE" #X18x4" (NOMINAL)
COLOR: HARLEY
CONTACT: DAVID ARTHUR
VAN POPPELEN BROS., INC.
800-826-2582



SAROKI
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SarokiArchitecture.com

Project:

Market Fresh
31201 Southfield Road
Beverly Hills, Michigan 48025

Date: Issued For:

12-30-2019 SITE PLAN REVIEW

03-06-2020 REVISED SITE PLAN REVIEW

Sheet No.:

A200

EXTERIOR ELEVATIONS

A

B

C



B2 Proposed Perspective
A900 SCALE: N.T.S.



B8 Proposed Perspective
A900 SCALE: N.T.S.

D



E2 Proposed Perspective
A900 SCALE: N.T.S.



E8 Proposed Perspective
A900 SCALE: N.T.S.

G



H1 Existing Perspectives
A900 SCALE: N.T.S.



H8 Existing Perspectives
A900 SCALE: N.T.S.



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Project:

Market Fresh
31201 Southfield Road
Beverly Hills, Michigan 48025

Date: **Issued For:**

12-30-2019 SITE PLAN REVIEW

03-06-2020 REVISED SITE PLAN REVIEW

Sheet No.:

A900

PERSPECTIVE VIEWS



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

From: Planning & Zoning Administrator, LaPere

Date: March 12, 2020

Re: Request from Michigan Beer Growler Company

The Village has received a written request, attached, from Janae Condit, owner of Michigan Beer Growler Company (MBGCo) located at 31221 Southfield Rd, to modify the agreement with the Village to expand hours of operation, capacity, and concept. In 2014, the Village approved a voluntary agreement proposed by MBGCo as part of the approval of the liquor license to sell beer and wine at the establishment. In 2018, the Village approved a modification to the hours of operation. The current agreement with the Village is as follows:

1. Hours of Operation: Monday 3pm – 9pm; Tuesday through Thursday 11am – 9pm; Friday and Saturday 11am – 10pm; and Sunday Noon – 6pm.
2. Classification: MBGCo will not change the classification of the license from a Tavern licence to a full Class C license.
3. Capacity: MBGCo will not increase its seating capacity from 20 persons.
4. Concept: MBGCo will not change its concept without prior approval of the Village.

As detailed in her request, MBGCo is seeking to modify its hours of operation, capacity, and concept to accommodate the addition of a coffee and ice cream shop, Michigan Coffee and Creamery, at the vacant neighboring tenant space. This business would maintain a separate exterior entrance, but would also be connected via interior doors to the Michigan Beer Growler. In addition to the new business, the intention is to permit additional space and seating for MBGCo patrons. This expansion does not require her to modify her license with the Michigan Liquor Control Commission. She has noted that there is ongoing negotiations between the landlord and herself as well as between the landlord and the former tenant that will need to be resolved before this project can proceed. She is requesting Village Council approve an amendment to the agreement in anticipation of positive resolution on those matters. In addition to approval of the amendment to the agreement with the Village, she will need approval from the County Health Department, building and trade permits, and sign permits for any new signage.

The proposed modifications to the agreement with the Village is as follows:

1. Hours of Operation: Daily: 7am – 10pm.
2. **UNCHANGED** Classification: MBGCo will not change the classification of the license from a Tavern licence to a full Class C license.
3. Capacity: MBGCo will not increase its seating capacity from 25 persons.
4. Concept: MBGCo concept will change to include the Michigan Coffee and Creamery business as described in letter dated March 11, 2020.

The proposed use as coffee and ice cream shop is allowable in the B – Business District and as an interior change to an existing site, this change in tenant does not necessitate formal site plan review and approval. Attached are the copies of meeting minutes from prior agreement approvals for this matter.

Resolution for Consideration

Be it resolved that the Village of Beverly Hills Council approves the amendment to the agreement with Michigan Beer Growler Company, owner Janae Condit, for expanded hours of operation, seating capacity, and change in concept for the existing business located at 31221 Southfield Road.

**Michigan Beer Growler Company
31221 Southfield Road
Beverly Hills, Michigan 48025**

March 11, 2020

Via Email Attachment

Mr. Chris D. Wilson
Village Manager
Village of Beverly Hills
18500 W. 13 Mile Road
Beverly Hills, MI 48025

Chris,

Per our brief conversation on the phone, I wanted to share some preliminary information with you about possible expansion plans for the space previously occupied by the Blu Bar Sushi restaurant. Based on this information, I am seeking clarity on any required approvals and next steps.

It is important to note that all of this is dependent upon a successful closure of the current lease between Blu Bar and the Landlord, as well as a new lease that is agreeable to Michigan Beer Growler Company (MBGCo).

Business Concept

MBGCo is considering expanding into the space next door (31225 Southfield Road) as a family friendly coffee and ice cream shop. The new business would be run by MBGCo and would do business under a similar name (tentatively: Michigan Coffee and Creamery).

Michigan Coffee and Creamery (MCCCo) would feature products from Michigan-based ice cream and coffee companies. The existing kitchen would be utilized by a handful of local bakers as a commercial kitchen to enable those entrepreneurs to expand the reach of their small businesses. Some of the baked goods would be sold in the coffee shop. As they are today, customers would be welcome to enjoy food items from other local establishments, such as Brady's and Market Fresh.

The two businesses will have separate exterior doors and signage but will be linked by interior doors. The space will be configured to allow it to be used selectively as overflow seating for special events (e.g., local school or charity fundraisers, euchre nights, etc.). This will also allow patrons to use any of the three bathrooms.

MBGCo would extend its liquor license into the new space, enabling patrons to order and consume all products in both locations. The Michigan Liquor Control Commission has confirmed our ability to do this without additional licensing.

Confirmation of Approvals

I wanted to seek confirmation on the approvals required by the Village. My understanding is that the following approvals would be required:

- **Exterior Signage** – Approval will be required to:
 - o replace the Blu Bar sign on the building façade with a sign for MCCCco
 - o update the pylon sign in a similar fashion

For your awareness, my intent would be to use signage with exactly the same look as our current MBGCo signage (same colors, lettering style/size, etc.).
- **Building Inspections** – Standard inspections/approvals to ensure that any interior modifications (e.g., plumbing, electrical, etc.) meet code. For your awareness, we are not anticipating any major construction associated with the interior renovation.
- **Amendment to Agreement with Village** – We would need the Council’s approval to amend the prior agreement between MBGCo and the Village. Specifically, three of the four sections would require an update as follows:
 - o **Hours of Operation:** The hours would need to be expanded to reflect the earlier opening of the business to serve coffee (7AM) and the expansion of the closing hours each day to 10PM. The actual hours of operation are expected to vary between Summer and Winter (e.g., MCCCco would most likely close earlier in the evenings in the winter months).
 - o **Capacity:** The capacity would need to be modified to reflect the additional seating capacity of the new space. We anticipate that the seating capacity will be 25 (mixed between table-seating and window seats). The final capacity would be set by the Fire Marshall based upon his or her inspection.
 - o **Concept:** The concept would need to be modified per the description above.

As there are no exterior changes, only modest interior remodeling, and no change in use from the prior tenant, our understanding is that a formal site plan review will not be required. Please confirm. Also, based on this note, please let me know what material you need so that I can get that to you tomorrow by noon in advance of the meeting on the 17th at 7:30PM.

Very truly yours,

Janae Condit

Janae Condit

Owner, Michigan Beer Growler Company

The total cost for the liability policy for one year is \$130,480. This is a slight increase of our premium for last year of \$123,150. Our carrier, Michigan Municipal Risk Management Authority (MMRMA) is also requesting a contribution to our loss retention fund of \$40,000 upon renewal. The total premium and retention fund contribution is \$174,833. Upon renewal, the Village will be eligible for a disbursement through MMRMA. Our disbursement for this year is \$85,057. Our retention fund balance as of June 30th was more than \$200,000. Contributing the recommended \$40,000 to the retention fund will leave this fund in a solid position. Administration recommends that the Village retain the disbursement amount to use for other Village expenses. Village Administration has reviewed the liability insurance renewal and recommends approval at this time.

Motion by Oen, second by Nunez, be it resolved that the Beverly Hills Village Council approve and authorize the Village Manager to sign the Michigan Municipal Risk Management Authority Liability and Property Insurance renewal effective November 1, 2018 through November 1, 2019 in the amount of \$174,833.00. Funds for these expenditures are available in accounts 101.248.910.00, 205.345.910.00, 205.346.910.00, 592.540.910.00.

Roll Call Vote:
Motion passed (6-0)

REVIEW AND CONSIDER REQUEST BY MICHIGAN GROWLER CO. TO EXTEND BUSINESS HOURS

The Village is in receipt of a request from Michigan Beer Growler to extend their operating hours by one hour each day. As set forth in their request, their revised hours of operation if approved would be as follows: Monday: 3PM – 9 PM; Tuesday – Thursday: 11 AM – 9 PM; Friday – Saturday: 11 AM – 10 PM; Sunday: Noon – 6 PM.

The current operation hours were established as part of an agreement with the Village for approval of their Tavern and Specially Designated Merchant (SDM) licenses with the Liquor Control Commission in 2014. A similar request to extend operating hours was made and denied in 2015. Public Safety has reviewed their records for any issues relating to the operation of this establishment and none were found.

Owner Jane Condit spoke explaining that the request was driven by the customers, the majority being Beverly Hills residents.

Council congratulated Condit on the success of the business, thanked her for being a good neighbor, and expressed support of the extension.

Motion by Oen, second by Abboud, be it resolved that the Beverly Hills Village Council approves the revised hours of operation for Michigan Growler Co., to be Monday: 3pm – 9pm; Tuesday - Thursday: 11 am – 9 pm; Friday – Saturday: 11 am – 10 pm; Sunday: Noon – 6 pm.

Motion passed.

Members of Council thanked Commissioner Dwyer for his efforts to reduce gun violence. Council commended the County Road Commission for doing a great job of clearing the roads this winter. A request was made by Council that the County seek funding to improve area roads that are in terrible shape due to the severe winter weather.

CONSENT AGENDA

Council member Kelly asked to move item "b. Review and file bills recapped as of Monday, January 27, 2014." to the Business Agenda.

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

- a. Consider approval of minutes of a regular Council meeting held January 21, 2014.
- b. Set public hearing date of March 4, 2014 to review and confirm 2013 Special Assessment Roll for the Southfield Road Business Assessment District.

Motion passed.

REVIEW AND CONSIDER APPROVAL OF QUOTA TAVERN AND SDM LIQUOR LICENSES FOR THE SALE OF CRAFT BEER IN A RETAIL STORE FRONT AT 31215 SOUTHFIELD ROAD

Before Council for consideration is a revised liquor license application from the Michigan Beer Growler company as well as a proposed Operating Agreement between the Michigan Beer Growler owner and the Village of Beverly Hills. It was indicated that the applicant would have to obtain site plan approval from the Village Planning Commission and Council if this request for Quota Tavern and SDM Liquor licenses were approved by Council. Before a liquor license can be issued by the State, the Village must sign off that all ordinances and requirements of the Village have been met by the applicant.

Manager Wilson referred to correspondence dated January 30, 2014 from Attorney Kelly Allen representing the applicant, Janae Condit, owner of Michigan Beer Growler Company. The letter addressed questions and concerns raised by Council at its January 21 meeting and included an "Agreement with Village". In this document, the petitioner agrees to the following: MBG agrees to limit the hours of operation; MBG will not change the classification of the license from a Tavern license to full Class C license; MBG will not increase its seating capacity from 20 persons; and MBG will not change its concept without prior approval of the Village.

Wilson stated that this Agreement between the applicant and the Village does not involve the Michigan Liquor Control Commission (MLCC). If there is a violation by MBG, the Village would have to notify the MLCC and request enforcement action be taken against the applicant/licensee. As liquor licenses expire on April 30 of each year, Beverly Hills must notify the MLCC no later than March 31 if the Village objects to the renewal of the liquor license. A hearing would be held by the MLCC, at which time Village representatives would be present and a decision would be forthcoming by the MLCC as to the enforcement of the Agreement.

Attorney Kelly Allen introduced the applicant Janae Condit and her husband Brian Condit. Allen related that the petitioners provided written material addressing questions and concerns expressed at the last Council meeting. She affirmed that the Village of Beverly Hills has four remaining quota on-premise licenses available to the community. An on-premise license can

REGULAR COUNCIL MEETING MINUTES – FEBRUARY 4, 2014 - PAGE 3

either be a Class C or a Tavern license. MBG has applied for a Tavern license, which enables the sale of beer and wine only. The applicant has stated in the Agreement, that they will not move to change that classification to a full Class C.

Allen provided information on the actual growler jug and referred to the Health Department standards. She reported that the applicant had a meeting with Bob Berg, owner of Brady's Tavern, and he was supportive of the business concept proposed by the Condit. Mr. Berg was willing to work with them on food and marketing issues.

Allen referred to concerns addressed in the proposed Agreement with the Village regarding Hours of Operation, Classification, Capacity and Concept. She stated that the concept has been placed in writing, and it cannot be changed. Allen provided the Village with a letter of approval from Bob Berg from Brady's. Also included is a petition signed by businesses, neighbors, residents and friends in support of the Michigan Beer Growler Company proposal to operate a growler business with a Tavern license at 31215 Southfield Road. Allen remarked that she and the applicants understand that they have to go through the site plan review process and that there will be zoning requirements for parking that must be met. Allen urged Council to direct their inquiries regarding the concept and details of this operation to the owners, Janae and Brian Condit.

Janae Condit of 32035 Crossbow commented that she, her husband Brian, and their four children are active in the community and with their church. Condit expressed the view that the proposed establishment would be a positive addition to Beverly Hills and would benefit the current tenants in the strip mall. Brian Condit expressed his support for the community and his excitement about the opportunity to open a business in Beverly Hills.

Questions from Council members were addressed by Janae and Brian Condit and Kelly Allen. Topics included parking availability, enforceability of the Agreement with the Village, bar vs. retail environment, seating/building capacity, events held on the premises, license conditions, transfer of licenses, cleaning of growlers, property inspections from various agencies, types of beer, and staffing.

Allen clarified that the Agreement with the Village, if adopted, would be enforceable by the MLCC through its annual review process. The proposed Agreement with the Village is between Beverly Hills and the applicant. If the applicant violates the agreement, the Village's remedy is to ask the MLCC not to renew the license. As long as the licensee is given notice and a hearing, the MLCC will uphold the Village's Agreement with the applicant. This is based on case law and past practice.

Janae Condit described an arrangement with Mike Palmer from Premier Pet Supply and the landlord whereby the pet store would be using the back portion of the former dry cleaners for storage and the MBG would be using the front of the store.

Mike Palmer, owner of Premier Pet Supply at 31215 Southfield Road whose business would be adjacent to the MBG company, remarked that the opening of their business would be integral to his obtaining extra space at the rear portion of the former Lois Gross cleaners store. The Michigan Beer Growler Company will be occupying the front portion of that space, and Palmer

will be using the back half for additional storage. Palmer related that that he has outgrown his space due to the tremendous support of Beverly Hills customers. He likes the concept of the MBG and thinks it will be a good addition to the community.

Sharon Tischler of 21415 Virmar Court asked for clarification of a Tavern License. She was informed that it allows for the sale of beer and wine only.

Motion by Briggs, second by LaFerriere. Be it resolved that the Village of Beverly Hills Council approve the request from Michigan Beer Growler Company (Owner Janae Condit) for a Quota Tavern Liquor License pursuant to MCL 436.1531 for a business to be located at 31215 Southfield Road, Beverly Hills, Michigan, 48025, Oakland County, Michigan.

Roll Call Vote:

LaFerriere	- yes
Mercer	- yes
Mooney	- no
Oen	- no
Briggs	- yes
Burry	- yes
Kelly	- yes

Motion passed (5 – 2).

Mercer stated that the owners must submit a site plan for this location, which will be referred to the Planning Commission for review and recommendation to Council. Council discussed entering into a binding agreement that restricts the operation of MBG in terms of hours of operation, classification, capacity, and concept.

Motion by Briggs, second by Burry, that the Village of Beverly Hills Council authorize the Village Manager to enter into an Agreement between the Michigan Beer Growler Company and the Village regarding the Quota Tavern License and restrictions on the MBG business within the Village of Beverly Hills as outlined in a letter dated January 30, 2014 from Attorney Kelly Allen.

Roll Call Vote:

Motion passed (7 – 0).

REVIEW AND CONSIDER RECOMMENDATION FROM THE PARKS & RECREATION BOARD TO PAINT PICKELBALL LINES ON ONE TENNIS COURT AT BEVERLY PARK

Motion by Mooney, second by Oen, that the Beverly Hills Village Council authorize the expenditure of an amount not to exceed \$2,000 to paint one tennis court in Beverly Park for dual use as a pickleball court. Funds for this project are available in the park dedicated millage fund.

VILLAGE OF BEVERLY HILLS

RESOLUTION

At a regular meeting of the Village Council, Oakland County, Michigan, held at the Village office at 18500 West Thirteen Mile Road, Village of Beverly Hills, on the 17th day of March, 2020, at 7:30 p.m.

Present: _____

Absent: _____

WHEREAS, on November 2, 2010, the electors for the Village of Beverly Hills approved an amendment to Section 9.1 of the Village of Beverly Hills Charter to authorize the Village Council to have the power to levy and collect taxes in an amount not to exceed 12.9184 mills; and

WHEREAS, the Charter amendment adopted by the electors for the Village of Beverly Hills contained a 10 year limitation to expire in 2021; and

WHEREAS, the Village Council seeks to renew that same millage rate by a Charter amendment proposed to the Village electors for a new 10 year period from 2021 to 2031, but including 0.32 mills for capital park improvements/replacements for village wide parks.

NOW, THEREFORE, the following Resolution was offered by _____ and seconded by _____, that the following Charter amendment be voted upon by the qualified electors of the Village of Beverly Hills at the November General election on Tuesday, November 3, 2020.

BALLOT PROPOSAL

1. Shall Section 9.1 of the Charter of the Village of Beverly Hills be amended to read as follows:

POWER TO TAX

The Village shall have the power to levy and collect taxes for municipal purposes. The general ad valorem tax levy shall not exceed 12.9184 mills, times the taxable value of all real and personal property, subject to taxation in the Village, exclusive of any levies authorized by general statute to be made beyond Charter tax limitations, for a period of ten (10) years 2021 to 2031

inclusive. This 12.9184 millage authorization shall include the following components specifically dedicated to the operation of the Village:

- a) 9.9 mills for public safety/police/fire operations;
- b) 1.88 mills for general administrative purposes;
- c) 0.8184 mills for Baldwin library services;
- d) 0.32 mills for capital park improvements/replacements for village wide parks.

It is estimated the renewal of 9.9 mills for public safety/police/fire will raise approximately \$6,288,904.00 when first levied in 2021;

It is estimated that the reduction of the prior millage for general administrative purposes to 1.88 mills will raise approximately \$1,194,238.00 when first levied in 2021;

It is estimated that the reduction of the prior millage for Baldwin library services to 0.8184 will raise approximately \$519,874.00 when first levied in 2021; and

It is estimated a new park millage for capital park improvements/replacements for village wide parks will raise approximately \$203,274.00 when first levied in 2021.

Upon expiration of this renewed millage on June 30, 2031, the maximum allowed under Charter millage rate will revert to 11.00 mills for municipal purposes.

Shall this amendment be adopted?

Yes _____

No _____

2. In accordance with the statute in such case made and provided, such Resolution shall be published in the Observer-Eccentric, a newspaper circulated within the Village.

3. That this Resolution be laid upon the table for thirty (30) days in accordance with the statute and such case made and provided.

4. That prior to the submission of the vote of the electors of the Village, such Charter Amendment shall be presented to the Governor of this State. That before its submission to the electors of the Village, the Clerk shall give such notice thereof as is required by law.

AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED.

CERTIFICATION

I, Kristin Rutkowski, being the duly appointed and qualified Clerk of the Village of Beverly Hills, Oakland County, Michigan, do hereby certify and declare that the foregoing is a true and correct copy of a Resolution adopted by the Village of Beverly Hills Council at its regular meeting held on March 17, 2020.

Kristin Rutkowski, Village Clerk

DATED:

Memorandum

To: Honorable President Peddie; Village Council
CC: Chris D. Wilson, Village Manager; Tom Ryan, Village Attorney; Peggy Linkswiler, Treasurer
From: Sheila McCarthy, Finance Director
Date: March 12, 2020
Re: FY 2019-2020 Budget Amendments

Attached are proposed FY 2019-2020 Village of Beverly Hills Budget Amendments.

There are General Fund amendments relating to the reallocation of employee wages and benefits between the departments as a result of recent accounting recommendations.

In Major Roads there are amendments for engineering construction and design expenditures for 14 Mile Road and other various adjustments to approximate actuals expected.

In Local Roads there are various adjustments to approximate actuals expected.

In the Capital fund there is an adjustment for erity dam right spillway seawall investigation expenditures.

In the Drug Enforcement fund there is an amendment to reduce capital that will not occur before year end.

In the Public Safety Fund there is an amendment to decrease defined contribution expenses to more accurately approximate actuals expected.

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

Recommended Resolution

Be it resolved that the Village of Beverly Hills Council authorizes Village Administration to transfer or adjust monies reserved in the General, Major Roads, Local Roads, Public Safety, Capital and Drug Enforcement Fund as reflected in the March 12, 2020 memorandum from Finance Director, Sheila McCarthy.

Village of Beverly Hills
Budget Amendments Recommended to be Approved at the March 17, 2020 Council Meeting
FY 2020

a/c	Fund	Account Description	Budget before Amendments	Amendment	Revised Budget	Budget Justification
					-	
202-451-810.02	Major Road	Resurface Asphalt	40,000	45,000	85,000	Engineering Construction & design for 14 between west Village limits and west of Lahser Road
202-463-776.01	Major Road	Gravel Sand & Slag	7,000	10,000	17,000	Adjust to approximate actuals expected
202-463-941.00	Major Road	Equipment Rental	58,000	(10,000)	48,000	Adjust to approximate actuals expected
202-900-977.04	Major Road	Capital Equip - New Traffic Signs	8,458	4,542	13,000	Additional sign purchased.
202-478-776.03	Major Road	Salt & Sand	35,000	10,000	45,000	Adjust to approximate actuals expected
202-478-942.01	Major Road	Winter Equipment Rental	40,000	(10,000)	30,000	Adjust to approximate actuals expected
203-478-776.03	Local	Salt & Sand	2,000	15,000	17,000	Adjust to approximate actuals expected
203-482-810.01	Local	Engineering	-	5,000	5,000	Drainage Studies not budgeted
203-478-842.01	Local	Winter Equipment Rental	45,000	(15,000)	30,000	Adjust to approximate actuals expected
265-900-980.02	Drug Enforce	Capital Public Safety Equipment Purch	50,000	(50,000)	-	PS Equipment purchase will not occur before year end
401-905-938.02	Capital	Erity Dam Eng & Repair Cost	-	11,500	11,500	Erity Dam Right Spillway Seawall Investigation unbudgeted
		Separate Clerk Dept Set up (Clerk previously in Dept 171)				
101-200-702.00	General	Salaries & Wages	-	79,199	79,199	Budget Clerk Expenses in Dept 200, previously in 171 (Village Mgr)
101-200-715.00	General	Employer Social Security	-	6,059	6,059	
101-200-716.00	General	Health Insurance - Active	-	3,360	3,360	
101-200-717.00	General	Life & Disability Insurance	-	540	540	
101-200-718.00	General	Defined Contribution	-	7,920	7,920	
101-200-719.00	General	Dental Insurance	-	636	636	
101-200-722.02	General	Employer Contrib - Health Savings	-	2,376	2,376	
101-200-725.00	General	Minute Preparation Fees	-	5,000	5,000	
101-200-802.00	General	Membership & Dues	-	1,000	1,000	
101-200-864.00	General	Travel Meals & Conferences	-	3,000	3,000	
101-200-902.00	General	Public Notices	-	1,000	1,000	
101-200-956.00	General	Miscellaneous	-	1,000	1,000	
				111,090	111,090	
101-171-702.00	General	Salaries & Wages	290,491	(120,000)	170,491	Remove Clerk and Admin (position removed) from Dept 171 and adj to expected levels
101-171-702.00	General	Health Insurance Opt Out	-	6,500	6,500	
101-171-715.00	General	Employer Social Security	22,337	(9,000)	13,337	
101-171-716.00	General	Health Insurance - Active	17,907	(7,000)	10,907	
101-171-717.00	General	Life & Disability Insurance	1,663	(540)	1,123	
101-171-718.00	General	Defined Contribution 10%	-	5,500	5,500	
101-171-718.25	General	Village Manager Retirement	-	11,500	11,500	
101-171-719.00	General	Dental Insurance	2,684	(636)	2,048	
101-171-722.02	General	Health Savings Employer Contrib 3%	-	1,600	1,600	
101-248-718.00	General	Defined Contribution 10%	38,723	(38,723)	-	Reclass Defined Contribution and H S A from admin department to individual departments
101-248-722.02	General	Health Savings Employer Contrib 3%	11,724	(11,724)	-	
101-171-718.00	General	Defined Contribution 10%	-	5,411	5,411	
101-171-722.02	General	Health Savings Employer Contrib 3%	-	1,623	1,623	
101-215-718.00	General	Defined Contribution 10%	-	14,879	14,879	
101-215-722.02	General	Health Savings Employer Contrib 3%	-	4,464	4,464	
101-371-718.00	General	Defined Contribution 10%	-	7,102	7,102	
101-371-722.02	General	Health Savings Employer Contrib 3%	-	4,021	4,021	
101-440-718.00	General	Defined Contribution 10%	-	6,092	6,092	
205-345-718.00	P.S.	Defined Contribution	123,306	(15,000)	108,306	Over budgeted, adjust to approximate actuals expected

VILLAGE MANAGER'S REPORT
CHRIS D. WILSON
MARCH 12, 2020

Coronavirus PSA – In response to the coronavirus situation, the Village issued the following Public Service Announcement on the afternoon of Thursday, March 11th:

As coronavirus, or COVID-19, begins to have a greater impact in our region, please be assured that the Village of Beverly Hills is dedicated to maintaining the safety and wellbeing of our residents, business community, and visitors. The Village is committed to working with school, county, state, and federal partners to help prevent the spread of coronavirus.

The coronavirus is thought to spread mainly from person-to-person between people who are in close contact with one another (within about 6 feet) and through respiratory droplets produced when an infected person coughs or sneezes. The Center for Disease Control (CDC) recommends avoiding close contact with people who are sick and putting distance between yourself and other people to prevent the spread of germs.

To promote allowing distance between individuals, the Village of Beverly Hills encourages people to mail in water bill payments, building permit applications, and other forms or payments to the Village Office instead of visiting the office in person. There is an option to sign up for direct water bill payment using the form [here](#). A drop box is located outside of the Village Office for your convenience as well. For property owners whose current water bills are due March 23, 2020, the Village will accept payments until **March 30, 2020 without penalty**. The Village is implementing on-line payments and will announce when that feature is available.

Public meetings will occur as scheduled until further notice. The Village will post proper notices should any public meetings be rescheduled or canceled in the future. A public hearing for a rezoning request is currently scheduled for Wednesday, March 25th at Greenfield Elementary. Current protocol regarding large public gatherings would not allow this meeting to be held today. Should this situation remain unchanged or worsen by March 25th this public hearing will be postponed and rescheduled.

If you cannot attend a meeting in person, written comments that are submitted to the Village prior to the public meeting will be read aloud at the meeting. You can mail written comments to:

Village of Beverly Hills
ATTN: Village Clerk
18500 W. 13 Mile Road
Beverly Hills, MI 48025

Or you may email public comments to: krutkowski@villagebeverlyhills.com

Village Council meetings and Birmingham Area Cable Board meetings are broadcast live on local cable television. You can also stream live Council and Cable Board meetings here:
http://www.villagebeverlyhills.com/how_do_i/watch_web_streaming.php

Due to the National Basketball Association's decision on March 11, 2020 to suspend the season, the Village of Beverly Hills Night at the Pistons Game scheduled for March 29, 2020 has been postponed. We will provide more information regarding refunds or a new date as that information becomes available.

At the time this release was published, two confirmed cases of COVID-19 have been reported in southeastern Michigan, including one case in Oakland County. The Village of Beverly Hills continues to follow recommendations provided by the Oakland County Health Division (OCHD), Michigan Department of Health and Human Services (MDHHS), and the Center for Disease Control (CDC) to prepare for and prevent the spread of the disease.

Steps you can take to protect yourself:

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who are sick
- Put distance between yourself and other people if COVID-19 is spreading in your community.
- Stay home if you are sick, except to get medical care.

The Village is committed to keeping our residents safe and informed. Please be aware that this is a developing issue which may change rapidly, and we will continue to share updates along the way.

Additional Resources:

<https://www.cdc.gov/coronavirus/2019-ncov>
<https://www.michigan.gov/coronavirus>
www.oakgov.com/health

Obviously, this remains a fluid and ongoing situation. The Village is maintaining communication with other local governments, Birmingham Public Schools as well as county and state government in addressing this situation. Village Administration has also been in contact with NEXT regarding their operations. I will update Council at the meeting on Tuesday as I am sure there will be multiple developments by then.

Trash Collection – Car Trucking has advised the Village that due to coronavirus outbreak concerns; all trash should be bagged when placed in canisters at the curb for collection. Collectors are being prohibited from reaching into trash cans to collect loose or unbagged refuse. Please make sure all trash is bagged so that it can be safely collected and disposed of.

Census 2020 – Residents should begin receiving information via mail with instructions for filling out the 2020 Census forms. These official Census Bureau mailings will include detailed information and a Census ID for completing the Census online.

Yard Waste – Curbside yard waste collection will begin the week of Monday, April 6th. Prior to the commencement of curbside yard waste collection, residents may take up to ten (10) bags of yard waste to the SOCRRA facility on Coolidge at 14 Mile.

Public Hearing Postponed – The public hearing to receive comments on the proposed rezoning of two lots on Lahser Road that was scheduled to take place at the March 25, 2020 Planning Commission meeting will be postponed until further notice. The regular Planning Commission meeting will take place at its normal location in the Council Chamber on March 25th.

Beverly Hills Public Safety Activity Report

February 27th – March 12th, 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.
- Remember to lock your car and house doors.
- Do not leave valuables inside your car. Do not leave your keys in your car.
- Report suspicious activity.
- Check your battery in your smoke and carbon monoxide detectors.
- A smoke detector should be installed in every room of your home and a carbon monoxide detector should be installed on every floor.
- The Public Safety Department provides police, fire, and EMS response. We are receiving direction from the Center for Disease Control (CDC), State of Michigan, and Oakland County Medical Control Authority regarding the Coronavirus Disease (COVID-19). We will continue to respond to all calls for service.
- The CDC recommends creating a household plan of action in case of illness in the household or disruption of daily activities due to COVID-19. Stay home when sick, wash hands, and clean frequently touched surfaces. Practice personal protective measures.
- What should be used to clean and disinfect hard surfaces? Oakland County Health Division recommends minimum disinfectant concentrations are needed for different bacteria/viruses and surfaces. In general, a bleach concentration of 200 parts per million (1 tablespoon of bleach in one gallon of water) is effective against many bacteria and viruses. Bleach solution of 1,000 – 5,000 parts per million (1/3 cup to 1 2/3 cups of bleach in 1 gallon of water) may be needed to be effective against Norovirus. For more detailed information visit the EPA disinfectant web page at: www.epa.gov/oppad001/chemregindex.html. When using chlorine bleach to disinfect surfaces, use an unopened bottle. Chlorine bleach loses its effectiveness 30 days after opening. A fresh bleach/water solution should be made daily. Spray or use a cloth to apply to surfaces and let stand for 10 minutes if possible. Rinse with clear water. Always follow label instructions carefully when using cleaners and disinfectants. Pay attention to hazard warnings and label instructions for using personal protective items such as household gloves. DO NOT MIX DISINFECTANTS AND CLEANERS.
- Hard surfaces that are touched often by more than one person need to be cleaned and disinfected as explained above. Use sanitizer cloths on electronic items that are often touched.
- For more information on Coronavirus Disease 2019 please visit; <https://www.cdc.gov/coronavirus/2019-ncov/index.html> <https://www.ready.gov/> <https://www.Michigan.gov/coronavirus> <https://www.oakgov.com/health/information/covid-19/Pages/general-public.aspx>

CALLS FOR SERVICE

- 168 Calls for Service
- 10 Arrests
- 105 Tickets issued.
- 6 Walk in PBT's
- 7 Prescription pill drop offs.
- Vacation checks.
- Car Seat Checks
- Gun Permit
- Crossing Guard on Beverly
- Motor Carrier enforcement
- 3 Prisoner transports to and from the Birmingham Police Department.
- 4 Traffic Accidents on 13 Mile Rd.
- Alarm on 13 Mile Rd.
- 7 Medicals on 13 Mile Rd.
- 2 Suspicious Circumstance complaints on 13 Mile Rd.
- Suspicious Persons on 13 Mile Rd.
- 2 Animal complaints on 13 Mile Rd.
- Hang Up 911 on 13 Mile Rd.
- Abandon Auto on 13 Mile Rd.
- Assault on 13 Mile Rd.
- Parking complaint on 13 Mile Rd.
- Lockout on 13 Mile Rd.
- Vehicle Lockout on 14 Mile Rd.
- Alarm on 14 Mile Rd.
- Suspicious Circumstance on Southfield
- Suspicious Persons on Southfield
- 2 Traffic Accidents on Southfield
- Alarm on Southfield
- 2 Medicals on Southfield
- Traffic Accident on Evergreen
- Found Property on Evergreen
- Alarm on Evergreen
- Natural Gas Leak on Greenfield
- Traffic Accident on Lahser
- Motorist Assist on Beverly
- Suspicious Persons on Dunblaine
- Gas Leak on Riverbank
- Alarm on Amherst
- Animal complaint on Lauderdale
- Alarm on Huntley Sq. E.
- Welfare Check on Buckingham
- Animal complaint on Birwood

- Suspicious Persons on Orchard Way
- Officers stopped a vehicle on Lahser for a traffic violation. The driver was operating on a suspended license and had warrants for his arrest. The driver was arrested without incident.
- Fire Alarm on Birwood
- Animal complaint on Kinross
- Officers stopped a vehicle on Southfield for a traffic violation. The driver was operating on a suspended license. The driver was arrested without incident.
- Alarm on Beechwood
- Citizen Assist on Westlady
- Suspicious Circumstance on Norchester
- Welfare Check on Huntley Sq. E.
- Medical on Huntley Sq. E.
- Suspicious Persons on Camelot Ct.
- Lift Assist on Locherbie
- Vehicle Lockout on Devonshire
- Medical on Walmer
- Medical on Kinross
- Suspicious Circumstance on S. Waltham
- Suspicious Persons on Pierce
- Larceny on Spruce
- Medical on Arlington
- Officers stopped a vehicle on 13 Mile for a traffic violation. The driver was suspected of operating while under the influence of marijuana. The driver was arrested without incident.
- Neighbor Trouble on Wetherby
- Larceny on Beechwood
- Alarm on Beechwood
- Assist Berkley Public Safety with a suspicious person
- Welfare Check on Riverview
- Officers stopped a vehicle on 13 Mile for a traffic violation. The driver was operating on a suspended license and had a warrant for his arrest. The driver was arrested without incident. The passenger had a warrant for his arrest and was arrested without incident.
- Suspicious Vehicle on Amherst
- Neighbor Trouble on Birwood
- Lift Assist on Hampton
- Officers stopped a vehicle on 14 Mile for a traffic violation. The driver was operating on a suspended license. The driver was arrested without incident.
- Suspicious Vehicle on Vernon
- Suspicious Circumstance on Devonshire
- Officers stopped a vehicle on 13 Mile for a traffic violation. The driver was operating on a suspended license. The driver was arrested without incident.
- Animal complaint on Birwood

- Gas Leak on Kirkshire
- Lift Assist on Crossbow
- Officers stopped a vehicle on W. Rutland for a traffic violation. The driver was operating on a suspended license. The driver was arrested without incident.
- Suspicious Persons on Foxboro Way
- Welfare Check on Bassett
- Smoke Investigation on E. Lincolnshire
- Suspicious Circumstance on Huntley N.
- Officers responded to a noise complaint in the Huntley parking lot. Officers located the person involved. He was wanted by Bloomfield Twp. Police. He was arrested without incident and turned over to Bloomfield Twp. Police.
- Lift Assist on Kirkshire
- Harassing Phone complaint on Huntley Sq. W.
- Alarm on Birwood
- Alarm on Georgetown
- Alarm on Kirkshire
- Lift Assist on Inglewood
- Suspicious Persons on Devonshire
- Officers responded to a single motor vehicle accident on Fairfax. The driver was suspected of operating while intoxicated. The driver was arrested without incident.
- Lift Assist on Robinhood
- Down Wire on Stafford
- Medical on Amherst
- Welfare Check on W. Rutland
- Suspicious Circumstance on Huntley Sq. W.
- Medical on Robinhood

FIRE PREVENTION

- 45 Fire/EMS Reports reviewed.
- 9 Annual Fire Inspections completed.
- Supervise Road Patrol.
- Import all department personnel to State of Michigan Emergency Medical Services Information System.
- Three personnel's EMS continuing education credits verified prior to licensure renewal.
- Two EMS Continuing Education courses assigned.
- One EMS Continuing Education courses conducted.
- Assign March Fire Inspections.
- Complete Memorandum of Understanding 2019 Assistance to Firefighter Grant (AFG) application and submit for peer review.
- Complete Cost/Benefit narrative for AFG grant and submit for peer review.

- Complete Critical Infrastructure narrative for AFG grant and submit for peer review.
- Complete New Risk narrative for AFG grant and submit for peer review.
- Complete Financial Assistance narrative for AFG grant and submit for peer review.
- Complete Community Description narrative for AFG grant and submit for peer review.
- Complete Multiple Organization narrative for AFG grant and submit for peer review.
- Completed required respiratory PPE survey for Michigan Bureau of EMS & Trauma Services.
- Disseminate 2 Emergency System Protocols regarding the Novel Coronavirus issued by the Oakland County Medical Control Authority Medical Director.
- Supervise Road Patrol.
- Submit BFS-250 course completion & invoicing for Firefighting Strategies and Tactics course.
- Write Final Examination for Company Officer course series.
- Instruct Company Officer I & II course series.
- Manage Company Officer I & II course work.
- Upload Bi-Weekly NFIRS data export to FEMA.
- Apparatus driving and operations w/PSO Kronner on Engine 32.
- Complete Project Description narrative for AFG grant and submit for peer review.
- Complete Statement of Effect narrative for AFG grant and submit for peer review.
- Review Infectious Disease training material.

INVESTIGATIONS

- CFS Closed and Reviewed 170.
- Reviewed 23 case reports for a disposition.
- Followed up and reviewed cases of which 23 were closed and 06 remained open.
- 23 Case was assigned.
- 8 Reports written on current cases.
- 23 Current active investigations.
- 7 Current pending investigations.
- Investigated Home Invasion on Spruce Ln.
- OCJ-Interviewed Home Invasion suspect from another case.
- Follow up on 2 OWI investigations.
- Follow up on larceny.
- Follow up on harassing phone call complaint.
- Follow up on assault complaint.
- Received follow up material on several fraud complaints.

- Follow up on juvenile reckless driving complaint.
- Appear at 46th District Court for marijuana ticket.
- Prisoner transport at 46th District Court.
- Traffic Conference 46th District Court.
- Dropped evidence off at MSP Northville and OCSD.
- Blue Point response/Bloomfield Twp. PD debriefing.
- Training
- D/Sgt supervised patrol

Enforcement List - Inspection Summary

03/13/20

Enforcement Number	Address	Filed	Status	Closed
E200001	30645 LEEMOOR ST	01/03/20	Notice Sent	01/07/20
TRASH COMPLAINT				
Code	Date Next Action		Next Action	
13.11				
Inspection Type	Status	Result	Scheduled	Completed Inspector
Correction Noti	Completed	02	01/07/20	01/07/20 Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E200002	15573 BUCKINGHAM AVE	01/07/20	Notice Sent	01/09/20
TRASH COMPLAINT				
Code	Date Next Action		Next Action	
13.11				
Inspection Type	Status	Result	Scheduled	Completed Inspector
Correction Noti	Completed	02	01/09/20	01/09/20 Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E200003	17220 W 13 MILE RD	01/07/20	TICKET ISSUED	
TRASH COMPLAINT				
Code	Date Next Action		Next Action	
13.11			COURT	
Inspection Type	Status	Result	Scheduled	Completed Inspector
SITE INSPECT	Completed	03	01/13/20	01/13/20 Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E200004	16997 MADOLINE ST	01/10/20	Closed	02/14/20
FAILURE TO OBTAIN FENCE PERMIT				
Code	Date Next Action		Next Action	
22.08.150.A.1				
Inspection Type	Status	Result	Scheduled	Completed Inspector
Correction Noti	Completed	02	01/31/20	01/31/20 Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E200006	31125 SHERIDAN DR	01/13/20	Closed	01/21/20
REMOVE COMMERICAL TRAILER AND ITEMS STORED OUTSIDE				
Code	Date Next Action		Next Action	
22.08.330 & 29.3				
Inspection Type	Status	Result	Scheduled	Completed Inspector
Correction Noti	Completed	02	01/21/20	01/21/20 Dan Gosselin

Enforcement List - Inspection Summary

03/13/20

Enforcement Number	Address	Filed	Status	Closed	
E200007	31220 CHURCHILL DR	01/15/20	Closed	01/30/20	
TRASH CONTAINERS					
Code	Date Next Action		Next Action		
13.11					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Correction Noti	Completed	02	01/17/20	01/30/20	Dan Gosselin
Enforcement Number	Address	Filed	Status	Closed	
E200008	16909 BEECHWOOD AVE	01/16/20	Closed	01/21/20	
REMOVE TRAILER FROM STREET					
Code	Date Next Action		Next Action		
22.08.330					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Correction Noti	Completed	02	01/21/20	01/21/20	Dan Gosselin
Enforcement Number	Address	Filed	Status	Closed	
E200009	16275 AMHERST AVE	01/22/20	Closed	01/23/20	
SNOW/ICE ON SIDEWALK					
Code	Date Next Action		Next Action		
5.05(F)					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Correction Noti	Completed	02	01/23/20	01/23/20	Dan Gosselin
Enforcement Number	Address	Filed	Status	Closed	
E200010	18244 BEVERLY RD	01/24/20	Closed	01/30/20	
REMOVE FULL DUMPSTER					
Code	Date Next Action		Next Action		
22.08.220					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
SITE INSPECT	Completed	02	01/30/20	01/30/20	Dan Gosselin
Enforcement Number	Address	Filed	Status	Closed	
E200011	32400 SHERIDAN DR	01/30/20	Closed	02/14/20	
REMOVE MOTOR HOME FROM DRIVEWAY7					
Code	Date Next Action		Next Action		
22.21.010					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Correction Noti	Completed	02	02/03/20	02/03/20	Dan Gosselin
Enforcement Number	Address	Filed	Status	Closed	

Enforcement List - Inspection Summary

03/13/20

E200012 19126 DEVONSHIRE DR 02/03/20 Closed 02/14/20
REMOVE CONSTRUCTION BAG DUMPSTER

Code **Date Next Action** **Next Action**
22.08.220

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

Correction Noti Completed 02 02/03/20 02/03/20 Dan Gosselin

Enforcement Number Address Filed Status Closed
E200013 16969 ELIZABETH ST 02/12/20 Closed 02/20/20
STORED COMMERCIAL TRAILER

Code **Date Next Action** **Next Action**
22.08.330

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

Correction Noti Completed 02 02/20/20 02/20/20 Dan Gosselin

Enforcement Number Address Filed Status Closed
E200014 16252 ELIZABETH ST 02/18/20 Closed 03/13/20
REMOVE COMMERCIAL TRAILER

Code **Date Next Action** **Next Action**
12.08.330 02/27/2020 SITE INSPECTION

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

Correction Noti Completed 02 02/27/20 02/27/20 Dan Gosselin

Enforcement Number Address Filed Status Closed
E200015 31240 CLINE DR 02/21/20 Closed 02/21/20
REMOVE WORK TRAILER FROM PROPERTY

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

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

Correction Noti Completed 02 02/21/20 02/21/20 Dan Gosselin

Enforcement Number Address Filed Status Closed
E200016 30330 WOODHAVEN LN 02/27/20 Notice Sent
REMOVE DEAD/DAMAGED TREE FROM PROPERTY

Code **Date Next Action** **Next Action**
17.08 03/20/2020 SITE INSPECTION

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

Correction Noti Scheduled 00 03/20/20 Dan Gosselin

Enforcement Number Address Filed Status Closed

Enforcement List - Inspection Summary

03/13/20

E200017 31605 MAYFAIR LN 03/02/20 Notice Sent
COMMERCIAL TRAILER STORED ON PROPERTY.

Code	Date Next Action	Next Action
22.08.330	03/16/2020	SITE INSPECTION

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Correction Noti	Scheduled	00	03/16/20		Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E200018	15743 BIRWOOD AVE	03/09/20	Notice Sent	
PROPERTY CLEAN UP				

Code	Date Next Action	Next Action
302.1	03/23/2020	SITE INSPECTION

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Correction Noti	Scheduled	00	03/23/20		Dan Gosselin

Enforcement Number	Address	Filed	Status	Closed
E200020	20375 LINCOLN HILLS CT	03/10/20	Notice Sent	
SOIL EROSION-LANDSCAPE				

Code	Date Next Action	Next Action
	03/30/2020	LETTER TO OWNER

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Correction Noti	Scheduled	00	03/30/20		Dan Gosselin

Population: All Records

Enforcement.DateFiled Between 1/1/2020 12:00:00 AM AND 3/13/2020 11:59:59 PM



United States®
**Census
2020**

U.S. Census Bureau

Washington, DC 20233-0001

Office of the Director

March 12, 2020

Dear Resident:

This is your invitation to respond to the **2020 Census**. We need your help to count everyone in the United States by providing basic information about all adults, children, and babies living or staying at this address.

Results from the 2020 Census will be used to:

- Direct billions of dollars in federal funds to local communities for schools, roads, and other public services.
- Help your community prepare to meet transportation and emergency readiness needs.
- Determine the number of seats each state has in the U.S. House of Representatives and your political representation at all levels of government.

Respond by April 1 at
my2020census.gov

Your Census ID is:

The Census Bureau is using the internet to securely collect your information. Responding online helps us conserve natural resources, save taxpayer money, and process data more efficiently. If you are unable to complete your 2020 Census questionnaire online, we will send you a paper questionnaire in a few weeks for you to complete and mail back.

The census is so important that your response is required by law, and your answers are kept completely confidential. If you do not respond, we will need to send a Census Bureau interviewer to your home to collect your answers in person. If you need help completing your 2020 Census questionnaire, please call toll-free 1-844-330-2020.

Thank you for your prompt response.

Sincerely,

Steven D. Dillingham
Director

Enclosures

census.gov



Mr. Chris Wilson

March 12, 2020

Village Manager

18500 W. Thirteen Mile Road

Beverly Hills, MI 48025

RE: Administrative Grant from Birmingham Area Cable Board

Dear Mr. Wilson:

At its February 19, 2020 meeting, the Birmingham Area Cable Board approved payment of Administrative Grants back to the four consortium communities in accordance with paragraph 5 of the Interlocal Agreement. These grants represent unspent franchise fees and savings by conserving operating expenses and resources. PEG fees are designated funds used for capital improvements and equipment only.

Administrative Grants are calculated on the percentage of total franchise fees remitted by each community to the BACB. Pursuant to the Board's resolution, a check for \$95,512.00 for FY 2018-19 will be hand-delivered to your office.

Please do not hesitate to call with questions. The Board's mission is to continue the revenue stream to our four communities, represent consumers and municipalities in cable disputes, encourage competition for all citizens and support Public, Educational and Governmental television.

Respectfully,

A handwritten signature in black ink that reads "Cathy K. White". The signature is written in a cursive, flowing style.

Cathy K. White, BACB Executive Director





February 27, 2020

Mr. Chris Wilson
Village Clerk
Village of Beverly Hills
18500 W. 13 Mile Road
Beverly Hills, MI 48025

Dear Mr. Wilson,

As part of our ongoing efforts to keep you informed of changes that impact our customers, I want to share an upcoming adjustment to our channel lineup.

Effective March 31, 2020, MTV2 (ch. 81) and Nicktoons (ch. 88) will move from WOW! Medium Cable to WOW! Large Cable.

As a result of this change, customers subscribing to WOW! Medium Cable will no longer have access to these channels. Customers who subscribe to WOW! Large Cable will continue to have access to these channels. We will communicate this change to our customers by placing a notice in the local newspaper, on customer billing statements and on our website.

Thank you for your continued support and cooperation. If you have any questions, please contact me at 248-677-9080.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Priester".

Terrell Priester
Everyone's Friend, Family Focused, Sports Fan
Director, Operations of WOW! Southeast Michigan
WOW! Internet, Cable and Phone



February 27, 2020

Mr. Chris Wilson
Village Clerk
Village of Beverly Hills
18500 W. 13 Mile Road
Beverly Hills, MI 48025

Dear Mr. Wilson,

At WOW!, we continue to work diligently to provide competitive cable TV service at a fair price.

Unfortunately, we are limited in our ability to directly control some of our costs, most notably the license fees we pay to the sports and broadcast networks.

As a result of these cost increases, the rates for the Broadcast TV Fee and the Sports Surcharge will be adjusted with the April 1, 2020 billing cycle.

- The Broadcast TV Fee, which is not a government tax or fee, will increase \$2.28 per month. This fee recovers costs associated with retransmitting television broadcast signals and is in addition to other charges associated with WOW! Cable services.
- The Sports Surcharge, which is not a government tax or fee, will increase \$2.00 per month (Small Cable and Broadcast Basic Cable are excluded from this surcharge). The Sports Surcharge offsets some of the costs WOW! must pay to sports programming networks.

All customers will receive a notice on their billing statements beginning March 1, 2020. Thank you for your continued support and cooperation. If you have any questions, please contact me at 248-677-9080.

Sincerely,

A handwritten signature in black ink, appearing to read "TUPK" or "Terrell Priester".

Terrell Priester
Everyone's Friend, Family Focused, Sports Fan
Director, Operations of WOW! Southeast Michigan
WOW! Internet, Cable and Phone



March 2, 2020

Mr. Chris Wilson
Village Clerk
Village of Beverly Hills
18500 W. 13 Mile Road
Beverly Hills, MI 48025

Dear Mr. Wilson,

As part of our ongoing efforts to keep you informed of changes that impact our customers, I want to share a recent addition to our channel lineup.

Effective March 1, 2020, Cozi (WDIV) (Ch. 137) will be available as part of WOW! Small Cable.

Customers subscribing to WOW! Small Cable will have access to this channel at no additional charge. We have communicated this change to our customers by placing a notice on our website.

Thank you for your continued support and cooperation. If you have any questions, please contact me at 248-677-9080.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Priester".

Terrell Priester
Everyone's Friend, Family Focused, Sports Fan
Director, Operations of WOW! Southeast Michigan
WOW! Internet, Cable and Phone



March 3, 2020

Ms. Kristin Rutkowski, Clerk
Village of Beverly Hills
18500 W. 13 Mile Road
Beverly Hills, MI 48025

Re: Cartoon Network Moving to Digital Preferred Package

Dear Ms. Rutkowski:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. Accordingly, please note that effective May 5, 2020, Cartoon Network will only be available as part of Digital Preferred. It will no longer be available as part of Digital Starter TV service, the Kids & Family Genre Pack, or the Latino 300 and Latino 450 packages. We are notifying impacted customers of these changes through a bill message.

Also, on March 24, 2020, WE TV will be added to the Entertainment Package.

Additionally, on April 21, 2020, WGN America will be added to the Entertainment Package.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Kyle V. Mazurek", is written over the printed name.

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