Village of Beverly Hills Regular Village Council Meeting Tuesday, March 3, 2020

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

<u>AGENDA</u>

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 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.

Business Agenda

- 1. Review and consider request from Kensington Church to hold annual Easter Egg Hunt at Beverly Park on Saturday, March 28, 2020.
- 2. 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.
- 3. Presentation on Redevelopment Ready Communities Program.
- 4. Discuss ballot proposal language for the November 3, 2020 General Election regarding a Charter amendment for a ten-year millage rate renewal.
- 5. Review and consider Water System Operation and Maintenance Agreement with Oakland County.
- 6. Receive and file Public Act 202 of 2019 Pension Report.
- 7. Receive and file Public Act 202 of 2019 Retiree Health Care (OPEB) Report.

Public comments

Manager's report

Council comments

Adjournment

Present: Parks & Recreation Board: Chairperson Borgon; Vice Chairperson Goodrich; Members: Bresnahan, Hausman, Kondak, Ruprich, and Schmitt

Council: President Peddie; President Pro-Tem Abboud; Members: George, Hrydziuszko, Mooney, Mueller, and Nunez

Absent: None

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

Chairperson Borgon called the meeting of the Parks and Recreation Board to order at 7:30 p.m. in the Beverly Hill Council Chamber, 18500 W. 13 Mile Road, Beverly Hills, MI 48025.

APPROVE MINUTES OF A REGULAR PARKS & RECREATION BOARD MEETING HELD NOVEMBER 21, 2019

Motion by Schmitt, second by Hausman, to approve the minutes of the regular Parks & Recreation Board meeting held on November 21, 2019.

Motion passed (7-0).

PUBLIC COMMENTS

None.

REVIEW AND CONSIDER REQUEST FROM GROVES HIGH SCHOOL TO HOLD ANNUAL FORTE 5K RUN AT BEVERLY PARK ON MAY 17, 2020

Groves High School has requested to hold their annual Forte 5K Run and Walk at Beverly Park and on Village streets on Sunday, May 17, 2020 from 7:00 AM to 11:00 AM to benefit the Groves Orchestra. They have also requested to use the pavilion during this time and asked that the pavilion rental fees be waived. A copy of the proposed route was provided to the Board.

Motion by Schmitt, second by Goodrich, that the Beverly Hills Parks & Recreation Board recommends Village Council approve the request from Groves High School to hold their annual Forte 5K Run on Sunday, May 17, 2020 from 7:00 AM to 11:00 AM. This event will begin and end at the Beverly Park pavilion and they will utilize Village streets and sidewalks for the run. It is recommended that fees for use of the pavilion be waived for this event.

Motion passed (7-0).

REVIEW AND CONSIDER PARK MILLAGE LANGUAGE FOR NOVEMBER BALLOT

The current millage rates for the Village of Beverly Hills are set to expire in Fiscal Year 2021. In addition to renewing the General Fund, Public Safety, and Library rates, the Village Council is considering adding a dedicated park millage to the November 2020 ballot. Procedurally, the Parks

& Recreation Board ought to provide a recommendation to the Village Council regarding the park millage rate.

Motion by Hausman, second by Ruprich, the Parks & Recreation Board recommends the following language to the Village Council for consideration and approval to be included on the November 3, 2020 ballot:

The Village of Beverly Hills shall levy an additional 0.32 mill (32 cents [\$0.32] for each \$1,000.00 of taxable value) for a period of ten years, the years being 2021 to 2030, inclusive. Such new millage, which is estimated to raise \$203,274 the first year, shall be used exclusively to maintain, improve and enhance park facilities throughout the village.

Motion passed (7-0).

REVIEW AND CONSIDER SCHEDULING A GOAT YOGA EVENT AT BEVERLY PARK

The Parks & Recreation Board previously discussed scheduling a yoga in the park event and/or a goat yoga event. Administration performed a search of local organizations that host goat yoga and the Original Goat YogaTM - Lansing would be able to host the event at Beverly Park on either Saturday, June 27 or Sunday, June 28, 2020 for a group of 40 people. The 90-minute event would include 30 minutes of Goat Yoga and 60 minutes of Goat Happy Hour. Goat Happy Hour is the therapy portion of the event and gives the group the opportunity to bond and take photographs with the goats. The total cost to the Village would be \$1,760.08. The Board can determine a ticket price or suggested donation amount for participants to offset the cost or to donate to the tree fund. The Original Goat YogaTM instructors would travel with 10 goats and yoga mats for everyone. They would be responsible for temporarily fencing in the area and cleaning up afterwards. The goat yoga event would align with the Village's Five Year Community Recreation Plan's key goal to "encourage healthy and active lifestyles."

Motion by Hausman, second by Goodrich, the Beverly Hills Parks & Recreation Board recommends scheduling a goat yoga event on Saturday, June 27, 2020 at Beverly Park to be hosted by Original Goat YogaTM for the amount of \$1,760.08. Funds are available in GL: 101-747-894.00 Special Events. 40 tickets will be on sale in advance at the Village Office for the price of \$20.00 each.

Motion passed (6-1) Nay: Schmitt

President Pro-Tem Abboud arrived at 7:57 p.m.

Village Manager Wilson exited the meeting at 7:58 p.m.

DISCUSS FUTURE EVENT IDEAS

The Parks & Recreation Board and Council offered ideas about future events including: Camp Out at Beverly Park, Naming Ceremony for new pocket parks, Detroit Institute of Arts Inside Out, slow roll, poker run, kite flying, movie night for adults, Paint in the Park, Village wide

softball tournament, Village wide dance, porch concert series, battle of the bands, square dance/country night, pop-up dog park, and a slip n' slide. The Board will continue to develop ideas and work to schedule a new type of event.

DISCUSS LONG TERM PLANNING

The Board and Council discussed developing plans for Riverside Park and pocket parks throughout the Village, including one at Greenfield and Beverly Roads. They would like to see what types of grants are available for development of parks and paths. The Board and Council also noted that the big project in 3 to 4 years would be replacing the playground structure and surface at Beverly Park. They also discussed paving the gravel path at Beverly Park to make it ADA compliant and adding more sidewalks made of permeable material.

COUNCIL COMMENTS

Mooney praised the Park Rangers for their diligent work over the summer. The Rangers painted the sled hill fence and dugouts at Beverly Park and picnic tables at Riverside. They also helped a great deal with removing buckthorn debris from Beverly Park and weeding flower beds.

Mueller thanked the Rangers for refurbishing the Lost and Found Pole at Beverly Park. Mueller suggested looking into hiring a park ranger year-round.

Hrydziuszko acknowledged that the Board has taken on a lot of new tasks this year and thanked them for doing so.

Abboud thanked the Parks & Rec Board for being passionate about the tasks that are in front of them. He advocated for the upcoming park millage and encouraged everyone to spread the word.

Nunez thanked the Board for all their work and appreciates the focus on pocket parks.

George thanked the Board for organizing events that are fun for the residents. He hopes everyone can see the value in the parks when it comes time for the millage proposal.

ADMINISTRATION COMMENTS

Rutkowski reported that eight new trees were planted in Beverly Park in November and the report has been submitted for reimbursement. She recently met with the OC CISMA director and reported that they would be interested in conducting a survey on invasive and native species in the parks. She informed the Board that administration applied for the Oakland County Parks RAPP grant the purpose of obtaining a bounce house or similar activity for the Memorial Day Carnival.

BOARD COMMENTS

Hausman provided an update on the Releaf matching grant and suggested a fall planting. She suggested looking into purchasing a gator cart for the Rangers and a maintenance/tool shed. Hausman confirmed that Patty Wainer will coordinate the Memorial Day Parade again this year. She thanked Goodrich and Ruprich for the holiday decorations at Beverly Park.

Ruprich thanked Council for their support. She has already been in contact with some of the food truck vendors for Memorial Day.

Kondak thanked Council for their great support and stated that he is looking forward to Winter Family Fun Day.

Bresnahan inquired about doing a text-to-give option for donating to the parks.

Goodrich thanked Council for their continued support. He stated that the Park Rangers were an amazing help over the summer. He thanked Rutkowski for her work helping organize events, including the upcoming Village of Beverly Hills Night at the Pistons game. He will be taking down the holiday decorations at Beverly Park soon.

Borgon stated that there should be better access to Douglas Evans, such as a painted crosswalk. She inquired about having the shared pavilion calendar accessible to the Board members.

ADJOURNMENT

The meeting was adjourned at 9:28 p.m.

Molly Borgon Parks & Recreation Board Chairperson Lee Peddie Council President Kristin Rutkowski Village Clerk

- Present: President Peddie; President Pro-Tem Abboud; Members: Hrydziuszko, Mooney, Mueller, and Nunez
- Absent: George
- Also Present: Village Manager, Wilson Village Clerk / Assistant Manager, Rutkowski Public Safety Director, Torongeau

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 led by Boy Scout Pack 1009 and recited by those in attendance.

AMENDMENTS TO AGENDA/APPROVE AGENDA

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

Motion passed.

COMMUNITY ANNOUNCEMENTS None

PUBLIC COMMENTS

None

PUBLIC HEARING TO RECEIVE COMMENTS ON THE 2019 SPECIAL ASSESSMENT ROLL FOR THE SOUTHFIELD ROAD BUSINESS ASSESSMENT DISTRICT

Peddie opened the public hearing at 7:33 p.m. No one wished to be heard, so Peddie closed the public hearing at 7:33 p.m.

CONSENT AGENDA

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

- 1. Review and consider approval of minutes of a regular Council meeting held February 4, 2020.
- 2. Review and file bills recapped as of Tuesday, February 18, 2020.

Roll Call Vote: Motion passed (6-0).

BUSINESS AGENDA

REVIEW AND CONSIDER 2019 SPECIAL ASSESSMENT ROLL FOR THE SOUTHFIELD ROAD BUSINESS ASSESSMENT DISTRICT

Resolved by Hrydziuszko, second by Mooney, that the Southfield Road Business District incurred the following costs for 2019: maintenance \$1,523.36, water costs for the sprinkling system \$5.88, and electric costs for Beverly Hills Grill \$256.13. In addition, each property incurred a 10% administrative fee for the total of \$178.54. Therefore, the Village of Beverly Hills Councils confirms the Village Business District Assessment Roll for the 2019 season in the amount of \$1,963.91 as follows:

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Beverly Hills Racquet Club	\$422.21
Bed, Bath & Beyond	\$165.05
Beverly Hills Grill	\$339.99
C.G. Holdings, LLC	\$120.87
Emile Salon	\$118.64
Taco Bell	\$142.82
31333 Building	\$229.85
Beverly Venture	\$424.50
Rounding	(\$0.02)

Roll Call Vote: Motion passed (6-0).

REVIEW AND CONSIDER PROPOSAL FROM JASON'S OUTDOOR SERVICES FOR LANDSCAPING MAINTENANCE

For the past three years, the Village of Beverly Hills has engaged the services of Jason's Outdoor Services to provide landscaping maintenance at Beverly Park. In addition to weeding, trimming, and clean up, they also spread mulch and have installed a new plant bed and material. The Village is in receipt of a proposal from Jason's Outdoor Services to provide landscaping maintenance at Beverly Park for the 2020 calendar year. The quote is attached and includes edging, weeding, and trimming of the flower beds around Beverly Park, mulch, and an on-site machine charge. The proposed price of \$4,287.00 has not changed since 2019 and the Village has been pleased with the services provided over the last few years.

There was discussion amongst the Council and Jason Gross, owner of Jason's Outdoor Services, regarding the products and chemicals used for landscape maintenance. Council was concerned about using harmful chemicals in the parks and requested an organic alternative.

Motion by Mueller, second by Mooney, the Beverly Hills Village Council approves the proposal submitted by Jason's Outdoor Services in the amount of \$4,287.00 for landscaping maintenance at Beverly Park for calendar year 2020 as outlined on the attached proposal with the stipulation that the weed removal products must be approved by administration prior to application. Funds are available in account 101-751-778.03 (Parks & Recreation – Repair & Maintenance).

Roll Call Vote: Motion passed (6-0).

REVIEW AND CONSIDER REQUESTING BIDS FOR WOOD CHIP REPLACEMENT AT BEVERLY PARK PLAYGROUND

The wood chips at the Beverly Park playground are deteriorating and need to be replaced. Administration is requesting approval from Council to obtain bids for the replacement or refill of 300 cubic yards of sterilized wood chips for Beverly Park. The last time this project went out for bid was in spring of 2015.

Motion by Mueller, second by Hrydziuszko, the Beverly Hills Village Council authorizes

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administration to request bids for the replacement of 300 cubic yards of sterilized wood chips for the playground at Beverly Park.

Motion passed.

REVIEW AND CONSIDER REQUESTING BIDS FOR FERTILIZATION APPLICATION ON VILLAGE PROPERTIES

The following Village properties are in need of fertilizer application to maintain the health and appearance of the lawn areas: Administrative Office located at 18500 W. 13 Mile Road, Beverly Park located at 18801 Beverly Road, Public Safety Office located at 18600 W. 13 Mile Road, and Riverside Park located on the south side of Riverside Drive east of Evergreen Road. In the past, bids have been procured for four (4) applications of weed and feed per year at each of the locations for three (3) consecutive years. Administration is requesting approval from the Village Council to obtain bids for fertilization application on these Village properties.

Council discussed concern over fertilization application on public property, specifically around the harmful chemicals that many products contain and side effects they may cause. Council discussed alternative options.

Motion by Mooney, second by Nunez, to table this matter to a later date so administration can explore more options, regulations, and alternatives for fertilization application on public property.

Motion passed.

DISCUSS CHAPTER 22, SECTION 22.08.150 OF THE MUNICIPAL CODE – FENCE, WALL, AND PRIVACY SCREEN REGULATIONS

Nunez summarized a recent decision by the Planning Commission to allow a six-foot fence on a residential property. He expressed no desire to change the current fence ordinance.

Abboud, Mooney, Mueller, and Peddie all stated they do not want to revisit the fence ordinance.

Hrydziuszko stated her primary concern is for the safety of the residents.

James Delaney, Riverside, inquired about the "200-foot rule" for six-foot fences and commented on enforcement of fence regulations.

PUBLIC COMMENTS

None.

MANAGER'S REPORT

SOCWA & SOCRRA Quarterly Reports – Included in the packet for review are the quarterly packets from the South Oakland County Water Authority (SOCWA) and SOCRRA.

FY 2020-21 Budget Preparation – Village Administration has begun preparations for the FY 2020-21 Budget. A full draft copy of the budget will be presented to Council at the regular meeting of April 7th. Traditionally, Council will have one budget workshop sometime during the month of

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April to review the draft budget and make revisions. The budget for FY 2020-21 is normally adopted by the first regular meeting in May. For 2020, this meeting would occur on May 5th.

FY 2020-21 Water/Sewer Rates – SOCWA has provided the member communities with an estimate of water rate increases for FY 2020-21. Based upon the 3.5% proposed rate increase from GLWA and in evaluation our ongoing operations costs, SOCWA is proposing a 3.5% increase in water rates for FY 2020-21. Village Administration is using this estimate in our budget projections for the next fiscal year. Final rates will be set by Council as part of the budget approval process

FY 2020-21 Trash Rates – SOCRRA has proposed a rate increase for all trash and recycling services of 3.5% beginning July 1, 2020. This increase is based upon rate increases from our service contractors as well as declines in the market prices for our recycled products. Revenue from the sale of recyclables was down about \$700,000 last year from budget estimates. Low commodity prices for recyclables has been an issue for a couple of years. However, we have begun to see price increases in recent months. Village Administration will factor this rate increase into the draft budget for FY 2020-21 and make recommendations for modifications in the trash millage rate, if necessary.

Office Closed – Village offices will be closed on Monday, February 17th in observance of Presidents Day. Trash collection will not be interrupted.

Pemberly Ct. Site Plan – The owners of the Pemberly Ct. site off Evergreen have acquired the adjacent house to the north. As Council may recall, part of their approved site plan incorporated a driveway access to the house to the north. There was a settlement agreement between the two property owners regarding access and the approved site plan reflected the terms of this settlement agreement. Upon purchasing the home to the north, (31825 Evergreen) the owners of Pemberly Ct. modified the landscaping and the new driveway access by removal and reestablished the primary driveway for 31825 Evergreen on the north end of the property.

The Village has no objections to the new (old) driveway for 31825 Evergreen nor the modifications that were made to the landscaping and access per the Pemberly Ct. site, other than the approved site plan of record does show this driveway as part of the development. Upon reviewing this situation with Mr. Ryan, he recommended that the owners submit a revised site plan and landscaping plan showing the modifications that were made to the Pemberly Ct. site and that these modifications be approved by Council. The owners have submitted such revised site plan and Village Administration will be forwarding them along to Council for your review and consideration.

There was also an issue relative to work along the riverbank adjacent to these two properties. The Village referred this matter to EGLE who contacted the owners about the nature of the work. EGLE has permit and review requirements for this type of bank stabilization project. EGLE has reviewed the proposed work and provided the necessary permits. The property owners have indicated that work to complete the bank stabilization project per next week. With a permit issued and work being done under the direction of EGLE, Village Administration feels it the appropriate time to move forward with approval of the site plan revisions.

Drainage – At the regular meeting of January 21st a group of citizens made a presentation to the Council regarding storm water drainage. The citizens group followed up with information relative THESE MINUTES ARE NOT OFFICIAL. THEY HAVE NOT BEEN APPROVED BY THE VILLAGE COUNCIL.

to their presentation. Upon discussion of this matter with Council President Peddie she indicated the Councilmembers Hrydziuszko and George were interested and willing to participate in a subcommittee to review this matter with the residents and Village Administration to come up with potential solutions. If there is no objection to this subcommittee, Administration will compile our files and work with the subcommittee on this matter.

MERS Investment Returns 2019 – Attached for your review is the annual Statement of Fiduciary Net Position for the Village's pension funds through MERS as of 12/31/2019. As indicated by the statement, the Village made just over \$2.65 million in investment income for calendar year 2019. Our total balance in pension reserves as of last December 31^{st} was \$21,430,415. By my calculation the Village achieved a rate of return of 13.34% for 2019. This should reflect positively in the Village's annual actuarial valuation which will be available later this year.

COUNCIL COMMENTS

Hrydziuszko wished Councilmember George a happy birthday.

Mueller reminded everyone that the next Parks & Recreation Board meeting will be held on Thursday, February 20th at 7:30 p.m.

Mooney reported that he attended the Next meeting where members praised Mr. Delaney, who serves on the joint senior services committee, for working on the intergovernmental cooperation agreement for senior services. Mooney thanked Edgar Pugh for his past service on the Village Council.

Abboud reported on the upcoming SEMCOG and MML meetings. He attended the State of the County address on February 12, 2020 and provided highlights from the event.

ADJOURNMENT

Motion by Mooney, second by Mueller, to adjourn the meeting at 8:37 p.m.

Motion passed.

Lee Peddie Council President Kristin Rutkowski Village Clerk



TO PRESIDENT PEDDIE & MEMBERS OF THE VILLAGE COUNCIL. THE FOLLOWING IS A LIST OF

EXPENDITURES FOR APPROVAL. ACCOUNTS PAYABLE RUN FROM 2/19/2020 THROUGH 3/02/2020.

ACCOUNT TOTALS:

101	GENERAL FUND		\$58,996.28
202	MAJOR ROAD FUND		\$20,245.93
203	LOCAL STREET FUND		\$19,853.92
205	PUBLIC SAFETY DEPARTMENT FUND		\$87,598.14
285	RETIREE HEALTH CARE FUND		\$5,000.00
592	WATER/SEWER OPERATION FUND		\$221,710.56
701	TRUST & AGENCY FUND		\$1,785.34
		TOTAL	\$415,190.17
	MANUAL CHECKS- COMERICA		\$269.98
	MANUAL CHECKS- INDEPENDENT		\$1,600.00
	ACCOUNTS PAYABLE		\$415,190.17
		GRAND TOTAL	\$417,060.15

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS CHECK DATE FROM 03/02/2020 - 03/02/2020

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name Invoice Vendor	Amount	
Bank COM COME	Bank COM COMERICA					
03/02/2020	СОМ	81706	60210	A&F WATER HEATER A&F WATER HEATER	421.25	
03/02/2020	COM	81707	58731	ADVANCED SECURITY & FIREADVANCED SECURITY & FIRE	96.00	
03/02/2020	COM	81708	MISC	ALEXANDER BUILDING COMPAALEXANDER BUILDING COMPA	2,600.00	
03/02/2020	COM	81709	51160	ALLIANCE MOBILE HEALTH ALLIANCE MOBILE HEALTH	148.00	
03/02/2020	COM	81710	51802	ARROW OFFICE SUPPLY CO. ARROW OFFICE SUPPLY CO.	53.21	
03/02/2020	COM	81711	32748	BEIER HOWLETT, P.C. BEIER HOWLETT, P.C.	1,142.40	
03/02/2020	COM	81712	MISC	BELFOR USA GROUP INC BELFOR USA GROUP INC	2,500.00	
03/02/2020	COM	81713	30920	BELLE TIRE BELLE TIRE	1,603.93	
03/02/2020	COM	81714	MISC	BEVERLY HOLDINGS LLC BEVERLY HOLDINGS LLC	800.00	
03/02/2020	COM	81715	30861	BLUE CARE NETWORK BLUE CARE NETWORK	38,505.94	
03/02/2020	COM	81716	52071	BLUE CROSS BLUE SHIELD BLUE CROSS BLUE SHIELD	34,311.93	
03/02/2020	COM	81717	MISC	BUDMAN DENTON LLC BUDMAN DENTON LLC	300.00	
03/02/2020	COM	81718	58959	CADILLAC ASPHALT, LLC CADILLAC ASPHALT, LLC	661.25	
03/02/2020	COM	81719	58597	CATHY WHITE CATHY WHITE	306.28	
03/02/2020	COM	81720	59347	CINTAS CORPORATION #31 CINTAS CORPORATION #31	72.12	
03/02/2020	COM	81721	50392	CITY OF BIRMINGHAM CITY OF BIRMINGHAM	3,890.50	
03/02/2020	COM	81722	49688	CITY OF ROYAL OAK CITY OF ROYAL OAK	244.77	
03/02/2020	COM	81723	31925	COALITION OF PUBLIC SAFECOALITION OF PUBLIC SAFE	17,627.74	
03/02/2020	COM	81724	51439	COMCAST COMCAST	43.23	
03/02/2020	COM	81725	04500	COMEAU EQUIPMENT CO INC.COMEAU EQUIPMENT CO INC.	29,794.30	
03/02/2020	COM	81726	52025	DETROIT SALT COMPANY DETROIT SALT COMPANY	2,733.57	
03/02/2020	COM	81727	50919	DTE ENERGY DTE ENERGY	999.31	
03/02/2020	COM	81728	31228	EXXONMOBIL EXXONMOBIL	3,200.85	
03/02/2020	COM	81729	MISC	FOUNDATION SYSTEMS OF MIFOUNDATION SYSTEMS OF MI	200.00	
03/02/2020	COM	81730	60211	GERALDINE BROWN GERALDINE BROWN	213.24	
03/02/2020	COM	81731	51083	GRAINGER GRAINGER	826.32	
03/02/2020 03/02/2020	COM COM	81732 81733	53489 60206	GREAT AMERICA FINANCIAL GREAT AMERICA FINANCIAL	600.00 949.78	
03/02/2020	COM	81734	53583	GREAT LAKES WATER AUTHOFGREAT LAKES WATER AUTHOF GUARDIAN GUARDIAN	253.77	
03/02/2020	COM	81735	31202	HOME DEPOT CREDIT SERVICHOME DEPOT CREDIT SERVIC	610.30	
03/02/2020	COM	81736	08500	HUBBELL ROTH & CLARK INCHUBBELL ROTH & CLARK INC	12,206.82	
03/02/2020	COM	81737	59839	J.C. EHRLICH J.C. EHRLICH	47.00	
03/02/2020	COM	81738	60176	KELSEY O'DONNELL KELSEY O'DONNELL	100.00	
03/02/2020	COM	81739	60077	KRISTIN RUTKOWSKI KRISTIN RUTKOWSKI	48.99	
03/02/2020	COM	81740	59116	MARGARET A.S. BEKE MARGARET A.S. BEKE	166.66	
03/02/2020	COM	81741	60008	MOTORWERKS MOTORWERKS	324.45	
03/02/2020	COM	81742	51461	MUNICIPAL WEB SERVICES MUNICIPAL WEB SERVICES	170.00	
03/02/2020	COM	81743	51799	NYE UNIFORM EAST NYE UNIFORM EAST	12.00	
03/02/2020	COM	81744	51751	O.C.W.R.C. O.C.W.R.C.	31,289.00	
03/02/2020	COM	81745	50830	OAKLAND COUNTY TREASUREFOAKLAND COUNTY TREASUREF	186,130.10	
03/02/2020	COM	81746	49769	OFFICE EXPRESS OFFICE EXPRESS	97.40	
03/02/2020	COM	81747	53279	PACIFIC TELEMANAGEMENT PACIFIC TELEMANAGEMENT	60.00	
03/02/2020	COM	81748	30035	PLANTE & MORAN, PLLC PLANTE & MORAN, PLLC	2,170.00	
03/02/2020	COM	81749	15800	RATHCO SAFETY SUPPLY RATHCO SAFETY SUPPLY	120.00	
03/02/2020	COM	81750	16500	S.O.C.R.R.A. S.O.C.R.R.A.	29,433.00	
03/02/2020	COM	81751	MISC	TIMLIN CONSTRUCTION TIMLIN CONSTRUCTION	300.00	
03/02/2020	COM	81752	MISC	VARGO BUILDING VARGO BUILDING	300.00	
03/02/2020	COM	81753	38205	VERIZON WIRELESS MESSAGIVERIZON WIRELESS MESSAGI	435.01	
03/02/2020	COM	81754	14900	VILLAGE OF BEVERLY HILLSVILLAGE OF BEVERLY HILLS	5,000.00	
03/02/2020	COM	81755	MISC	WALLSIDE WINDOWS WALLSIDE WINDOWS	500.00	
03/02/2020	COM	81756	53572	WOW! BUSINESS WOW! BUSINESS	569.75	

COM TOTALS:

Total of 51 Checks: Less 0 Void Checks:

Total of 51 Disbursements:

415,190.17 0.00

415,190.17

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS Page: 1/1 CHECK DATE FROM 02/18/2020 - 03/02/2020

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
Bank COM COME	RICA					
02/18/2020	COM	81705	49516	VILLAGE OF BEVERL	Y HILLS	269.98
COM TOTALS:						
Total of 1 Checks: Less 0 Void Checks:				269.98 0.00		
Total of 1 Disbursements:						269.98

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS CHECK DATE FROM 02/20/2020 - 02/27/2020

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount
Bank IND INDE	EPENDENT	BANK				
02/21/2020 02/26/2020	IND IND	1124 1125	60012 60012	OAKLAND COUNTY PARK OAKLAND COUNTY PARK		1,100.00 500.00
IND TOTALS:						
Total of 2 Ch Less 0 Void C						1,600.00 0.00
Total of 2 Disbursements:				—	1,600.00	



Honorable Council President Peddie; Members of Village Council Chris Wilson, Village Manager
Kristin Rutkowski, Village Clerk/Assistant Village Manager
Request to waive sales restrictions at Beverly Park for Village sponsored events in 2020
February 27, 2020

Per Chapter 6.03 of the Municipal Code, "[n]o amusement for gain or for which a charge is made can be conducted in a park without consent of the Village Council. . ."

The Parks and Recreation Board wishes to have food trucks and other vendors at upcoming events in Beverly Park, so we are requesting that the Village Council waive all sales restrictions at Beverly Park for Village sponsored events for calendar year 2020. These events include: the Memorial Day Carnival (May 25), two Concerts in the Park (June 5 and July 17), Movie in the Park (August 20), Read in the Park (September 19) and the Halloween Hoot (October 24).

Suggested Motion

The Village Council hereby waives sales restrictions for the 2020 Village sponsored events at Beverly Park which include the Memorial Day Carnival, Concerts in the Park, Movie in the Park, Read in the Park, and the Halloween Hoot.



То:	Honorable President Peddie; Village Council Members Chris Wilson, Village Manager
From:	Kristin Rutkowski, Village Clerk/Assistant Village Manager
Subject:	Kensington Church Easter Egg Hunt March 28, 2020
Date:	February 25, 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.

A letter from Kensington Church is attached.

Recommended Resolution:

Be it resolved, the Village Council hereby 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.

Attachment



January 31, 2020

To the Members of the Village Council of Beverly Hills:

The members of Kensington Birmingham hereby request the usage of Beverly Park on Saturday, March 28, 2020 for the Beverly Park Easter Egg Hunt that was last held in 2019.

We request the park be used beginning at 9:00 a.m. the day of the event for setup. We will have the event cleared form the park no later than 5:00 p.m. on Saturday, March 28, 2020, the day of the event.

In addition, we would request permission to place a banner sign on the park's fence on Saturday, March 21, 2020 advertising the event to the community. The event will be open to all members of the community.

Some, or possibly all of the following activities may be a part of the Easter egg hunt.

Cookie decorating

Face painting

Petting Zoo

Inflatables

Live bunnies from – Premier Pets

Kensington Birmingham will sponsor this event. There is no request from the council for funding, however, given the large number of village residents attending the event, we would like to request additional bathroom facilities (port-a-potties) be provided by the village and also for you to waive the pavilion rental. We would greatly appreciate the Council's support of this matter.

We look forward to having this event for our neighbors and friends in Beverly Hills. We truly appreciate your approval.

Sincerely,

Claire South Event Coordinator – Kensington Birmingham 248-884-5572 claire.south@kensingtonchurch.org



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

From: Kristin Rutkowski, Village Clerk/Assistant Village Manager

Subject: ITP 5K at Beverly Park on September 13, 2020

Date: February 26, 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.

Recommended Resolution:

Be it resolved, 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.



- To: Honorable President Peddie; Village Council Members Chris Wilson, Village Manager
- From: Erin LaPere, Planning & Zoning Administrator
- Date: February 27, 2020
- Re: Redevelopment Ready Communities Program

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. Below are a few benefits of the program:

- Streamlining processes and procedures internally,
- Receiving an outside review of planning, zoning and development plans, processes and policies.
- Certified RRC is required to be eligible for other community development incentives
- Technical assistance match funding available
- 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.

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 (RSTeam) to further support redevelopment efforts through site analysis, RFP/RFQ assistance, environmental assessments, marketing assistance, and developer matchmaking events.

For Council's review, I have included the 2018 Annual Report on the program detailing communities involved and active projects. Additional information can be found on their website: https://www.miplace.org/programs/redevelopment-ready-communities/

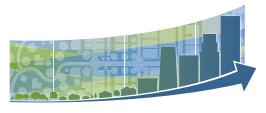
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attachments

redevelopment ready communities®

2018 ANNUAL REPORT

MICHIGAN ECONOMIC DEVELOPMENT CORPORATION



redevelopment ready communities

To be vibrant and competitive, Michigan communities must be ready for development. This involves planning for new investment and reinvestment, identifying assets and opportunities, and focusing limited resources. MEDC Community Development supports the growth of vibrant, diverse and sustainable communities by providing economic development services and programs to attract and retain talent in Michigan communities.

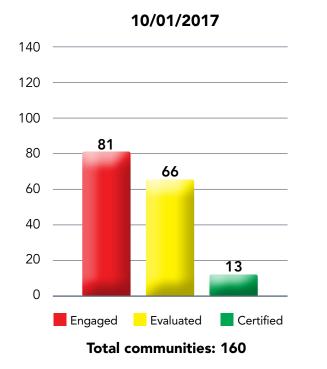
Redevelopment Ready Communities[®] is a statewide program that certifies communities actively engaging stakeholders and planning for the future. RRC certification signals to business owners, developers and investors that a community has removed development barriers by incorporating deliberate, fair and consistent processes.

For more information, email RRC@michigan.org or visit www.miplace.org/rrc.



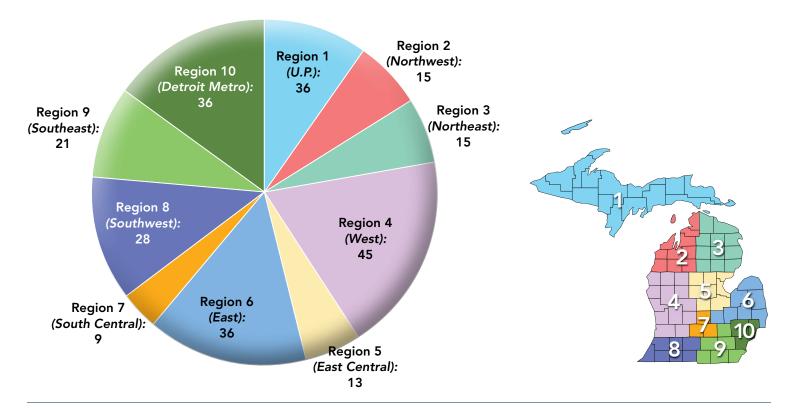
RRC 2018 ANNUAL REPORT

TOTAL RRC COMMUNITIES AND STATUS

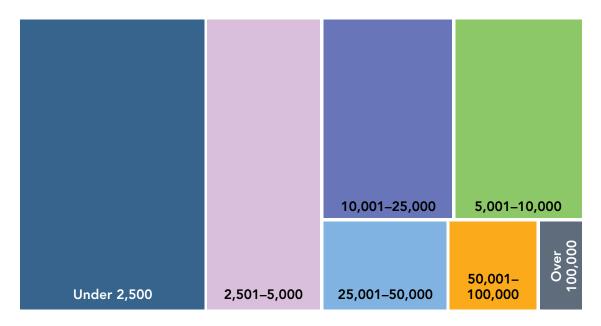


09/30/2018

COMMUNITIES BY REGION



RRC COMMUNITIES POPULATION DISTRIBUTION



Median population: 4,167 (Wayland) Average population: 16,538 (~Mount Clemens) Median certified: 15,757 (Grand Haven) Average certified: 34,232 (~Jackson)

Under 2,500: 79 communities (32.64%) 2,501–5,000: 51 communities (21.07%) 5,001–10,000: 38 communities (15.70%) 10,001–25,000: 39 communities (16.12%) 25,001–50,000: 17 communities (7.02%) 50,001–100,000: 12 communities (4.96%) Over 100,000: 6 communities (2.48%)

FY2018 RRC CERTIFICATIONS



Lansing October 31, 2017 Pop: 111,485



Grand Rapids May 21, 2018 Pop: 192,416



Kalamazoo December 4, 2017 *Pop: 75,499*



Jackson May 29, 2018 *Pop: 33,255*



Dearborn January 19, 2018 *Pop: 96,069*



Battle Creek March 5, 2018 *Pop: 51,830*







Traverse City May 7, 2018 Pop: 14,674

Hudsonville May 15, 2018 Pop: 7,271







Oak Park June 4, 2018 *Pop: 29,752*

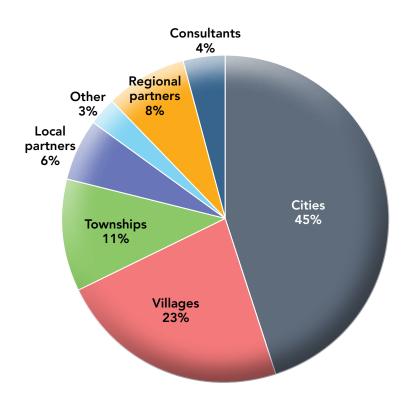
Alpena June 8, 2018 *Pop: 10,273*

Petoskey August 22, 2018 *Pop: 5,725*

Grayling September 7, 2018 *Pop: 1,834*

Grand Haven September 28, 2018 *Pop: 15,757*

FY2018 BEST PRACTICE TRAINING SERIES



288 attendees

17 sessions

Boyne City, Clare, Grand Rapids, Kalamazoo, Lansing, Marquette, Waterford Twp.

REDEVELOPMENT SERVICES TEAM

In FY2018, the Redevelopment Services Team (RSTeam) was established to lead the next frontier of technical assistance for certified Redevelopment Ready Communities®. This team of experienced and dedicated staff has been charged with taking a proactive approach to site redevelopment. The team is built upon three focus areas as they engage with each certified RRC: high-quality and in-depth technical assistance; site marketing and promotion; and developer relationship building and matchmaking. Michigan's communities, small and large, are rich with sites ripe for redevelopment. These properties may be in the form of vacant land, a superfluous surface parking lot, a former industrial site, a historic building that has fallen on hard times, or even vacant storefronts or upper stories along a traditional commercial street. Pushing these properties into more productive uses will help community leaders meet multiple goals; from increased tax revenue to a better quality of life for existing residents. The RSTeam is working to attract investment to the certified RRCs.

Since spring 2018, extensive baseline visits with 24 of the 29 certified communities have been completed to establish a strategy for site activation. Fifteen communities currently

have predevelopment assistance under way in the form of site visioning and design, parking studies, architectural services, financial analysis, or feasibility studies. This assistance is used to either remove perceived barriers to development on a specific site or by helping to realize a vision that is supported by local stakeholders and regulations. In addition to coordinating these services the RSTeam has organized and facilitated two developer matchmaking events, in the cities of Manistee and Hudsonville, hosting over 75 developers, realtors, small business owners and local officials. Site design packages were completed for four specific sites in Manistee by RSTeam staff for stronger promotion, while an RRC-assisted downtown plan was featured in Hudsonville. Tailored onsite engagement between interested developers, the city, and the RSTeam has proved beneficial as City of Hudsonville reports a serious increase in interest surrounding their priority sites. Finally, the RSTeam has begun and continues to coordinate a www.miplace.org redesign to host all priority site information relating to certified RRCs. Each certified RRC will have their own web presence hosted on www.miplace.org to promote their community and the specific sites they have selected as a priority for redevelopment. This is anticipated to be launched in spring 2019.

REDEVELOPMENT SERVICES



Communities visited



predevelopment assistance projects

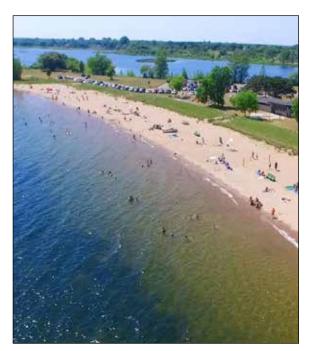


matchmaking events Website

Escanaba

Escanaba has been certified since April 2017 and remained the only certified community in the U.P. throughout FY18. It was a transitional year for the city as a new city manager settled in and RRC responsibilities shifted to the city's zoning official. Thanks to the city's well-established processes, staffing changes didn't stop the city from making progress on several economic development priorities including:

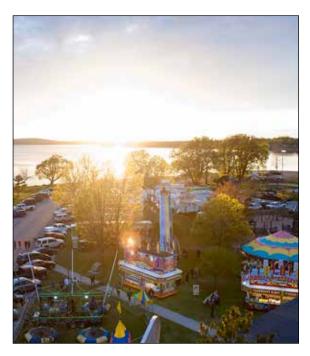
- Beginning work on an \$800,000 CDBG façade restoration project covering three buildings in the downtown.
- Progress on the Flats on Ludington: a \$2.5 million historic rehab project creating nine market-rate apartments and commercial space in the downtown.
- The Redevelopment Services team facilitated discussion around priority redevelopment sites and the tools necessary to reactivate these sites, including site-vision and RFQ development through ongoing predevelopment assistance to the city. The publicly owned waterfront site is an essential piece in the revitalization of Escanaba as they hope to attract and offer overnight accommodations in their downtown. Engaged community stakeholder meetings were organized and professional services for the development of the RFQ document were procured to help attract future investment on the site. The completed RFQ will be provided and marketed in early 2019.
- Attendance at Michigan Main Street training by city and DDA staff/officials.



Boyne City

Boyne City has been certified since October of 2015 and is currently working on completing recertification.

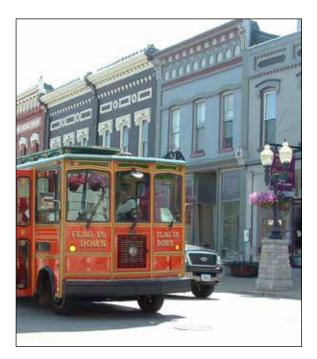
- The Redevelopment Services Team facilitated a discussion around priority redevelopment sites and the tools necessary to reactivate them. Predevelopment assistance was provided for site analysis intended to both demonstrate the validity of mixed use development on the Fotchman lot, paired with a study of all downtown parking lots and their use patterns. The intent is to ready the parcel for construction and assuage local concern about build out on the site versus use as a parking lot.
- Boyne City does an outstanding job reviewing planning documents on an annual basis. Those items include the capital improvements plan, annual planning commission report, and zoning ordinance, amending when needed.
- RRC has provided technical assistance funding to Boyne City in support of the development of a joint corridor plan for M-75. The plan was created in partnership with Wilson Township, Boyne City, Boyne Valley Township and Michigan Department of Transportation (MDOT). The corridor plan stretches out for about a mile, extending through neighboring municipalities, and accomplishes a goal set by the Land Information Access Association (LIAA) to create a unified corridor across jurisdictional boundaries. The plan includes an evaluation and recommendations for zoning and access management to implement enhanced site and building design, signage, parking, access, non-motorized, streetscape, and low-impact design strategies to improve the gateways to Boyne City.



Manistee

City of Manistee has been certified since January of 2017. There are ongoing educational efforts with staff and citizens to continue to help Manistee grow and transform into vibrant community.

- The RSTeam facilitated a "Developer Day" with 30–40 developers, local officials, business owners, and other interested parties in attendance. In preparation for, and featured at the event, the team's design specialist completed design packages for three priority sites showing future investment potential while one on one on-site engagement with multiple developers was provided throughout the day.
- In preparation for the city's Developer Day, RSTeam members held an informational session for the Manistee City Council to illustrate the different types of financial tools available for redevelopment projects and the need for assistance on development deals in the local challenging market.
- The RSTeam facilitated discussion around priority redevelopment sites and the tools necessary to reactivate these sites. Additional predevelopment assistance was provided on the publicly owned "American Cleaners" gateway site in downtown featuring site design and a financial feasibility study to help attract future investment on this property.



Petoskey

Petoskey has been certified since August of 2018 and is the fourth community in Region 2 to earn RRC certification. Community staff worked diligently to update its community approved plans in order to align with RRC Best Practice criteria. Great efforts were made to make a number of planning documents available online in order to increase transparency, efficiency and predictability, making doing business in Petoskey friendlier.

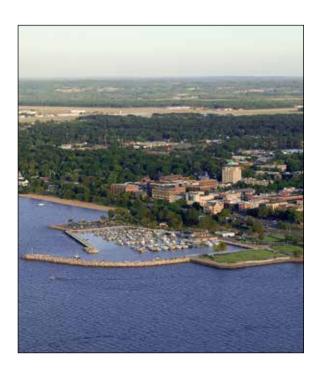
- The Redevelopment Services Team facilitated a discussion around priority redevelopment sites and the tools necessary to reactivate them. Conversations are on-going and the team is working diligently with Petoskey to focus in on those projects that will be catalytic to the community.
- Developed an economic development strategy that hits on creating businesses, jobs and housing opportunities. The economic development strategy will be key on helping strengthen the local economy in Petoskey.



Traverse City

Traverse City has been certified since May of 2018. Using non-traditional public engagement techniques designed to give all residents the opportunity to participate, a marketing strategy was developed. The strategy serves as an overarching plan that markets the city's message consistently to targeted audiences and ensures efforts are being communicated to local and regional stakeholders.

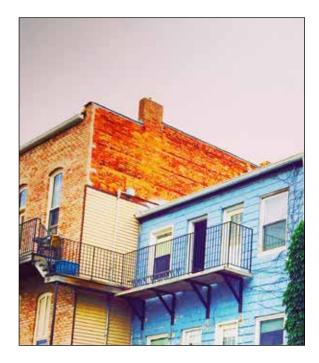
- RRC supported efforts to help the city develop a public participation plan. The plan has been created and designed to ensure effective and consistent outreach is practiced throughout the community.
- RRC supported technical assistance to activate second-story residential units in downtown Traverse City. The work included meeting with city staff, public officials, MEDC staff, and eligible property owners, developing policy/ procedures, meeting with individual building owners to determine project feasibility. This project is a strong effort to bring much needed housing units online in Traverse City.



Alpena

Alpena has been certified since June 2018. They are the first community to be certified in Region 3 and have made strong efforts to ramp up their public participation, economic development strategy and site plan flowcharts to increase transparency and efficiency in their development process.

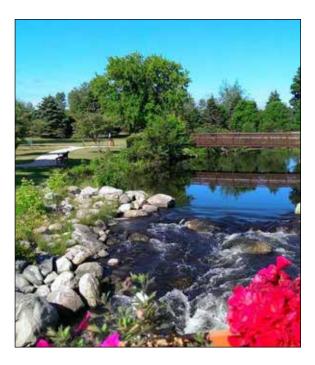
- Since certification Alpena has been working with NEMCOG to update the master plan. Currently there is a public survey for the master plan update available to the public.
- The city is working internally to update the capital improvements plan which will be adopted by planning commission and council in February 2019. This plan will outline upcoming public infrastructure improvements over the next 6six years and assists with proactive maintenance.
- The RSTeam facilitated a site-vision and walk through of the community. Conversations are ongoing and the team is working diligently with Alpena to focus in on those projects that will be catalytic to the community.



Grayling

Grayling has been certified since September 2018. City of Grayling worked effectively with local partners to earn RRC certification.

- Grayling has the benefit of being a certified Redevelopment Ready Community[®] and a Select level Main Street community. The community works in tandem with all stakeholders to accomplish projects, community events and provide great customer service.
- With support from RRC and Main Street, Grayling underwent an overhaul of the community brand. The revamped branding campaign was developed with input of numerous stakeholders, including community representatives, Chamber of Commerce, Convention and Visitor's Bureau, Crawford County, and DDA/Main Street. The tagline for Grayling is "One Canoe," indicated that everyone is rowing in the same direction. Pride for the Grayling community is unmatched.
- The Redevelopment Services Team facilitated a discussion around priority redevelopment sites and the tools necessary to reactivate them. There are efforts in place to assist Grayling with the needed environmental studies for Shoppenagons property. This property is a prime for redevelopment and will be catalytic towards the revitalization of the downtown.
- The MEDC supported an infrastructure project within Grayling. Using \$240,000 in Community Development Block Grant funds, the project will create new public access site within downtown Grayling to the AuSable River.



Allegan

Allegan was recertified in January of 2018. The city continues to demonstrate a strategy of continuous improvement and proactive redevelopment policy in a number of ways, including:

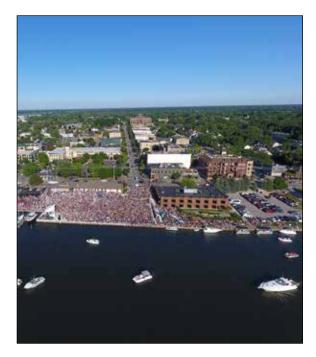
- » Initiation of a master plan and downtown plan update to be completed by mid-2019;
- » Monthly meetings with Allegan Township staff, the Allegan Area Chamber of Commerce and Allegan County Economic Development to coordinate economic development efforts; and
- » Adoption of an updated capital improvements plan.
- Once an updated master plan has been adopted, the city intends to update the zoning ordinance to ensure its user-friendliness and alignment with the plan. The city has engaged the public on various development projects, and local business owners are invited to engage with the city to discuss upcoming projects and events at the monthly "Downtown Lowdown" meeting. RRC assisted city staff in facilitating the transfer of a liquor license from a closing restaurant to one taking its place, which was a high priority redevelopment project for the city.
- The RSTeam facilitated site-vision and RFQ development through ongoing predevelopment assistance to the city. The city's Brady Street site is the gateway entrance to their enlivened downtown, adjacent to the historic Second Street Bridge, and presents beautiful river views along their public riverwalk. Engaged community stakeholder meetings were organized and professional services for the development of the RFQ document were procured to help attract future investment on the site. The completed RFQ will be provided and marketed in early 2019.
- The MEDC supported a project in a historic building at 118 Locust Street, which was previously identified as a priority RRC site. Using \$787,000 in Community Development Block Grant funds, the project will convert the vacant two-story building into commercial space on the main floor and seven loft apartments on the second floor.



Grand Haven

Grand Haven has been certified since September 2018. Grand Haven worked diligently to update downtown projects and cost estimates along with a comprehensive economic development and marketing strategy to ensure the city is positioned well for redevelopment projects in the future.

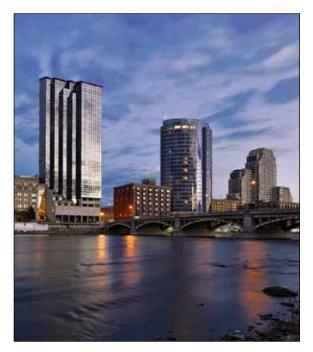
- The RSTeam facilitated a site-vision and walk through of the community. Conversations are ongoing and the team is working diligently with Grand Haven to focus in on those projects that will be catalytic to the community.
- Grand Haven has the benefit of being a certified Redevelopment Ready Community[®] and a Select level Main Street community. The community works in tandem with all stakeholders to accomplish projects, community events and provide great customer service.
- In the last year, the city has created a housing task force to address issues around housing affordability and availability of workforce housing. With the support of city council, the task force is evaluating possible solutions to the issues surrounding this topic and reviewing zoning ordinances that may be an unintentional barrier to constructing a wide variety of housing types and price points.
- Recipient of 2017 \$1,171,651 CDBG Infrastructure Capacity Enhancement Grant for water main line replacement, sanitary sewer upgrade, replacement of storm water sewer, and reconstruction of the road. Important infrastructure project for City of Grand Haven that will greatly improve the water and sanitary sewer handling and prepare this area of downtown for future growth. Construction is currently in progress and will be completed this year. The city has partnered with the Chamber of Commerce Grand Haven, Spring Lake, and Ferrysburg to provide grant administration services.



Grand Rapids

Grand Rapids has been certified since May 2018 and is now the largest community to be certified. Grand Rapids made great strides in their development review process and setting up actions and responsible parties to ensure that goals and recommendations are being implemented.

- Since certification, the development department has worked with Urban Core Collective (community organization) representatives and neighborhood residents as part of the "Development with Us" committee to build consensus around a set of recommendations to improve community engagement in the development approval process. Many of the recommendations are enhancements of existing processes, to better align them with our community's expectations and best practices from other communities. It is anticipated that the recommendations will be tested through a pilot program during the first half of 2019 and the public participation strategy will be updated soon thereafter.
- A city-wide master plan update is currently being scoped in terms of timeline and budget.
- A steering committee was established in October 2018 to guide the "City of Grand Rapids Equitable Economic Development and Mobility Strategic Plan" process. An RFP for a consultant has been issued. Proposals have been received and are currently under review.
- Jackson Entertainment LLC: the Studio Park Project (approved April 2018)— Redevelopment of existing surface parking lots and adjacent land in the rightof-way into a mixed-use project that overall will include a multiplex movie theater, retail space, residential market rate apartments, hotel, parking deck, piazza, site improvements, and commercial office space. Total investment to the project is estimated at \$120 million.
- 1001 Monroe NW: The Homes at River's Edge (approved May 2018) Building had grand opening/ribbon cutting for a new five-story mixed-use development consisting of ground floor restaurant, named Thrive, and 32 residential apartments on floors two through five. The project is immediately adjacent to the Grand River. Approximately \$9.6 million in private investment.



Hudsonville

Hudsonville has been certified since May 2018. Currently, Hudsonville is the fastest community to achieve certification and that is due to hard working staff who are champions for their community and strong communicators. Hudsonville is a community without a traditional downtown and needed to become certified through the program to show the community is ready for mixed-use pedestrian-friendly development.

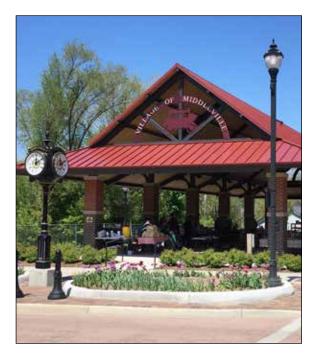
- Hudsonville has assembled all required planning and building documents into their webpage titled "development center." A true "One Stop Shop" in which residents, developers and other future investors can find any planning related document.
- Hudsonville has begun work on Phase II of the Harvey street Woonerf that opening in November. These efforts will help on improvements to walkability and non-motorized transportation.
- The Redevelopment Services Team assisted in facilitating a very successful developers' day. The day included staff discussing why Hudsonville, and a few prime opportunities for redevelopment. The event was well attended by multiple developers throughout the state of Michigan.
- One major success for the community since certification is the addition of housing units to the downtown. The third story at the Hudson Center would not have been possible without the MEDC grant that the developer received. Having access to those funds was critical to the success of the project.
- The city's vision for mixed-use development is already coming to life, as shown by the recent groundbreaking of the Hudson Center Building. This project is the first private investment in the city that will mirror the city's proposed downtown redevelopment strategy. The project was awarded a \$686,645 MCRP performance-based grant for the renovation of an existing 450-squarefoot building into retail or commercial space and the new construction of a 25,200-square-foot three-story building to include retail, commercial, and residential space. The project is anticipated to have a total capital investment in the amount of \$4,236,310 with the creation of approximately 27 permanent full-time jobs.



Middleville

Middleville has been certified since July of 2017 and continues to demonstrate a proactive, redevelopment-focused perspective on the part of both village staff and elected officials. Since certification and during calendar year 2018, the village has:

- Made revisions to the future land use map of the master plan, with a goal of updating the entire plan (including an economic development strategy) by the end of 2019,
- Updated the capital improvements plan,
- Updated the sign ordinance after extensive public outreach and involvement,
- Updated many forms and applications to improve applicant understanding of the process and requirements,
- Continued marketing of the village's priority site, Mid-Villa, and
- Taken proactive steps to learn about Michigan Main Street and how it could help achieve village goals.
- The RSTeam facilitated site-vision and RFQ development through ongoing predevelopment assistance to the city. The city's Main Street site is an essential piece in the revitalization as it sits in the heart of downtown Middleville. Engaged community stakeholder meetings were organized and professional services for the development of the RFQ document were procured to help attract future investment on the site. The completed RFQ will be provided and marketed in early 2019.
- The MEDC supported a project in a historic building at 101 East Main Street, one of the oldest and largest buildings in the downtown. Using \$352,000 in Community Development Block Grant funds, the upper level of the building will consist of four new two-bedroom apartments, the main level is planned for two separate leasing commercial spaces, and access to the basement or garden level will be restored.



Muskegon

Muskegon has been certified since September 2016 and will be up for recertification soon. Since certification and during calendar year 2018, the city has:

- Met with Redevelopment Services Team to facilitate discussion with the city around priority redevelopment sites and the tools necessary to reactivate them.
- Received predevelopment assistance for site analysis and architectural schematic drawings for the expansion of the Pigeon Hill Brewing on Lakeshore Drive.
- Received additional predevelopment assistance to obtain legal counsel with Warner, Norcross & Judd, to assist with clarification of unresolved questions surrounding a brownfield plan for redevelopment at 1000 West Western Avenue.
- With RRC support, adopted on March 26, 2018, the "Imagine Muskegon Lake, A Plan for Our Waterfront." The overall goal of this plan is to produce concepts for the Muskegon Lake shoreline, as it shifts from industrial to mixed use. Focus is on three key transformational properties: Windward Pointe; lower Western Avenue; and the former Consumers Energy Cobb plant site.



Lansing

Lansing has been certified since October 2017. Since certification, the city has been working to implement many best practices.

- Through "Shaping the Avenue," the city has developed a form-based code and a right-of-way design manual, which will eventually be applicable to all parts of the city.
- The RRC Best Practice of public engagement has been embraced by Lansing and is a major focus of the Department of Neighborhoods and Citizen Engagement (DNCE). A recent project that combines the work of "Shaping the Avenue" with the work of the DNCE was "Imagine the Avenue," which took place in August 2018. "Imagine the Avenue" allowed CATA, the city, and residents to test out various design impacts on Michigan avenue and envision what the commercial corridor will look like in the coming years.
- Lansing has an on-going partnership with the Ingham County Land Bank to promote and redevelop underutilized priority sites. The Redevelopment Services Team facilitated discussion with the city, Land Bank, and partners around priority redevelopment sites and the tools necessary to reactivate these sites.
- Lansing continues to annually update a capital improvements program outlining investments from 2019 through 2024.
- By participating in the RRC program, the city was also able to utilize matching dollars through the Public Spaces Community Places program. Lansing successfully raised \$8,017 and received \$7,500 in matching funds from MEDC Community Development to fund a public art display at 10 sites along 3.5 miles of the historic Lansing River Trail.



Battle Creek

Battle Creek has been certified since March 2018. At the time of certification, Battle Creek demonstrated that its plans, policies and processes were proactive and forward-thinking through:

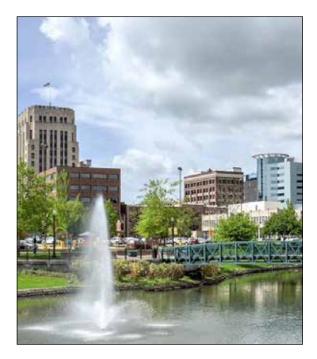
- » 2018 master plan and downtown plan that were developed utilizing creative public engagement techniques;
- » An updated zoning ordinance to encourage a walkable, pedestrian-friendly downtown environment; and
- » Commitment to implement the BC Vision, an economic development strategy developed by local foundations and other partners through significant public engagement.
- Since certification, the city has begun an update to the non-motorized transportation plan, and has shifted to online acceptance of building permit applications and fees. Partnership and collaboration with Battle Creek Unlimited (BCU) continues to be a priority, particularly through BCU's offer of financial assistance to bring a restaurant establishment to the downtown area.
- The RSTeam activated new predevelopment assistance in the fall of 2018 centered on the redevelopment of the Van Buren parking lot to help identify future use mix, density, and overall project feasibility.
- A number of projects are now underway in Battle Creek, including the rehabilitation of Heritage Tower, a vacant 19-story historic building located in downtown. Using Community Revitalization Program funds, the rehabilitated building will include approximately 85 market rate apartments, and a mix of commercial, retail and office space on the first two floors.



Kalamazoo

Kalamazoo has been certified since December 2017. At the time of certification, Kalamazoo demonstrated excellence in a proactive spirit for redevelopment through:

- Imagine Kalamazoo 2025 master plan that was developed through extensive public engagement with themes of connectivity, equity and opportunity for all, and a vibrant and friendly environment.
- An updated city website designed to be more user-friendly and visually appealing.
- A marketing strategy which documents and helps coordinate roles of the many entities that market the Kalamazoo area.
- Since certification, the city has begun implementation of the master plan through strategic review and updates of the zoning ordinance, and alignment of planning and economic goals of the city through department reorganization.
- The RSTeam facilitated discussion with the city around priority redevelopment sites and the tools necessary to reactivate these sites.
- A number of projects have taken place in Kalamazoo, with support from the MEDC. Using approximately \$2.5 million in Community Revitalization Program funds, a new construction LEED project on a currently vacant site owned by the Kalamazoo Land Bank will add residential density, new commercial space, and provide a community service in the form of a YWCA childcare facility. A successful Public Spaces Community Places crowdfunding effort that took place in late 2017 resulted in conversion of Bates Alley into a pedestrian promenade, complete with outdoor seating for the six bars and restaurants nearby, festive bistro lighting, trees, benches and other streetscape elements. The community raised \$55,000 for the project, resulting in a match of \$50,000 from the MEDC.



Marshall

Marshall has been certified since December 2016. The city continues to implement many of the redevelopment priorities called for in adopted city plans and policies and is working to keep those documents up-to-date. Examples include an updated capital improvements plan and extensive public engagement to consider adding bike lanes and pedestrian bump outs through downtown.

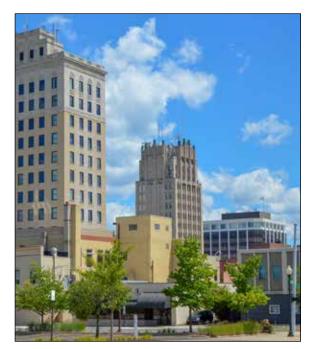
The RSTeam has been highly engaged in Marshall hosting developers in town via redevelopment site tours. Specific predevelopment assistance has been activated for the locally known Golden Rule property, a roughly 7-acre parcel ripe for development in an established neighborhood, to help the city identify future use mix, density, and overall project feasibility.



Jackson

Jackson earned RRC certification in May 2018. The certification process proved to be particularly beneficial for the city as it prompted the coordination of a variety of previously unconnected public engagement, marketing and economic development initiatives. Following certification, the RSTeam discussed priority redevelopment sites with the city and the tools necessary to reactivate these sites. While all of the city's development-related practices have facilitated the ongoing revitalization of downtown Jackson and nearby neighborhoods, the city's streetscape master plan stands out because of its ingenious strategy for stimulating redevelopment. The plan features over a dozen site-specific project renderings illustrating the city's vision for the reuse of sites. This has generated excitement in the community and it has stimulated myriad redevelopment projects as developers understand the desired outcomes of the projects and have been willing to make these concepts a reality. These projects include:

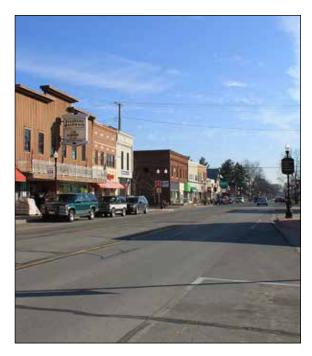
- The renovation of the old Vermeulen Furniture building at 135 Cortland Street into an urban market with a 1,300-square-foot commercial kitchen and incubator storefront.
- Renovation of the old Masonic Temple (next door to the old Vermeulen building) into educational and office space which will be leased by the city to the Jackson School of the Arts.
- The construction of about 80 market-rate apartment units and 3,000 square feet of commercial space with parking under the building. This project is currently in the pipeline to be considered for funding through the Michigan Community Revitalization Program (MCRP).



Pinckney

Pinckney achieved RRC certification in May 2018. The village made significant revisions to the zoning ordinance, developed an economic development strategy and updated numerous documents to assist prospective developers through the site plan review process. Prior to certification, permitted- and special-use site plans required planning commission review and city council approval. The RRC Best Practices call for permitted-use site plans to have planning commission approval authority. After considering the benefits of a streamlined review process, the village decided to give the planning commission approval authority for both permitted- and special-use site plans. Additionally, the village facilitated site plan review by adding detail to existing development-review flow charts which became part of a robust "Guide to Development" intended to assist applicants through the review process.

The RSTeam met with village officials and facilitated discussion around priority redevelopment sites and the tools necessary to reactivate these sites. The development of a 13,500-square-foot vacant property in the heart of downtown Pinckney is a priority of the village. The RSTeam is working to make the vision of a mixed-use building at that site a reality. Professional services will be garnered in early 2019 to evaluate the feasibility of this development.



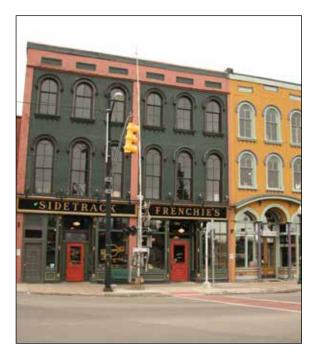
Ypsilanti

Ypsilanti has been certified since December 2015, and is currently undergoing recertification, as part of the three-year review process. An initial review of community efforts related to maintaining a proactive, redevelopment ready atmosphere include:

- Plans in place to update the city's master plan in late 2018 and 2019,
- Significant proactive public engagement regarding a community benefits ordinance (CBO) including subsequent adoption of a CBO,
- Updates to the zoning ordinance,
- Development of a city non-motorized plan,
- And ongoing marketing of priority sites including Water Street.

The RSTeam facilitated discussion with the city around priority redevelopment sites and the tools necessary to reactivate these sites. Ypsilanti is receiving RRC technical assistance for both facilitation of the community benefits ordinance discussion, and for a downtown parking study. The goal of the parking study, which will be finalized in calendar year 2019, is to assess the current and future parking needs and conditions of downtown Ypsilanti. This type of study is helpful in order to assure that parking regulations provided for in the zoning ordinance do not deter the increased real estate investment being experienced by the city, towards accomplishing master plan goals.

A number of projects in Ypsilanti have come to fruition with the use of MEDC incentives and tools, including use of Public Spaces Community Places program funds for the Ypsilanti Heritage Mural Project and for the Ypsilanti Farmers MarketPlace. Progress on rehabilitation of the Thompson Block continues, and 13 North Washington was awarded \$295,000 in Community Revitalization Funds to renovate 9,000 square feet of commercial space into office space for a mix of businesses in a co-working format, to create an environment for development of second-stage businesses. The city was also the recipient of Façade Restoration Initiative grant funds, which will assist businesses and building owners in the upgrade of older buildings to meet modern building code and accessibility requirements as well as to create consistency in design, materials and architectural character to enhance the historic and physical character of the downtown.



Dearborn

Dearborn became the 16th RRC-certified community in January 2018. The city's comprehensive public engagement strategy is proving to be key in coordinating outreach efforts, particularly because the city has two downtown development authorities (DDAs) and two corridor improvement authorities (CIAs). Both the East Dearborn DDA District and the West Dearborn DDA District are located along Michigan Avenue and in January 2019, these DDAs were accepted into the Michigan Main Street program as a combined Engaged Level Main Street organization. This organization is eager to follow the Michigan Main Street approach in order to revitalize both districts located along Michigan Avenue. As Engaged Level Michigan Main Street approach to revitalize the districts.

Dearborn has excelled at identifying, visioning for and marketing priority redevelopment sites. One of the three priority sites identified through the RRC program led to the construction of a 13,000-square-foot restaurant called Ford's Garage. The RSTeam facilitated discussion with the city around priority redevelopment sites and the tools necessary to reactivate these sites. Dearborn's RRC-certified status qualifies the city for predevelopment assistance. The city is determining how this assistance can be best used to facilitate the redevelopment of a vacant, 2-acre, city-owned site at 21430 Michigan Avenue, adjacent to the Dearborn Historical Museum.



Eastpointe

Eastpointe has been certified since December 2014. Three years after initially becoming certified, City of Eastpointe became the second RRC community to achieve recertification. A recertification memo provided to the city outlined three actions the city should take over the ensuing three years to retain status as a certified community: (1) incorporate green infrastructure strategies into the zoning code; (2) add an updated fee schedule to the city's development guide; and (3) identify potential resources and incentives for priority redevelopment sites. The city promptly amended the zoning ordinance to include green infrastructure standards, updated the development guide, and in March 2018, the city added redevelopment incentives to the city website, thus again fully aligning with the RRC Best Practices and earning recertification.



Ferndale

Ferndale has been certified since May 2017 and continues to be an exemplary RRC community. The city engages the public with information on progress on the master plan and strategic priorities through Envisio; keeping their commitment to transparency. In that same vein, they continue to publish a planning commission annual report on their website. The RSTeam met with city officials and facilitated discussion around priority redevelopment sites and the tools necessary to reactivate these sites. Ferndale maintains a list of priority redevelopment ready sites and proactively markets them in collaboration with regional and state partners. Predevelopment assistance was provided to the city to complete a campus plan and feasibility study for the Ferndale Food Agriculture Innovation Manufacturing (FFAIM) campus. This is a unique development approach to one of the last pieces of vacant, industrially zoned land in Ferndale. The vision is for FFAIM to be a place for local food entrepreneurs to grow their capacity and equity on an ecologically sustainable campus that creates collaboration, community, and great food.



Lathrup Village

Lathrup Village has been certified since November 2015. The year was transitional for the city with turnover in the positions of city manager and DDA director. Even with the transition, the city made progress on several fronts including:

- A baseline meeting with the RSTeam and discussions around Redevelopment Ready Sites and the tools necessary to reactivate these sites
- Predevelopment assistance was provided to the Annie Lathrup School site in the form of a results and recommendations from a development plan truthing session with local real estate professionals.
- Completing a 2018–2023 capital improvement plan
- Activating the parking lot of the Annie Lathrup School (a priority redevelopment site) with a temporary garden center, to help residents envision new uses for the site.
- The city has been working with the road commission for Oakland County to finalize the preferred alternative for Southfield Road reconstruction. This major road improvement will incorporate pedestrian-safety elements, including Southfield Road crossings and sidewalk repair as needed.



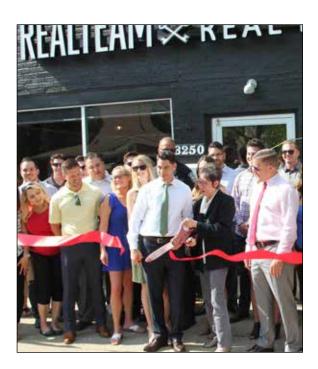
Oak Park

City of Oak Park was certified in June of 2018. The city continues to demonstrate a strategy of continuous improvement and proactive redevelopment policy in a number of ways, including:

- Publishing a FY 2017–2018 "Planning Commission Annual Report"
- Soliciting customer feedback about the development process and sharing the results
- Sharing training opportunities with the planning commission
- Utilizing RRC technical assistance for a zoning ordinance update
- Reporting progress on implementing the master plan

Items from the master plan that have been adopted or are in progress include:

- Amend zoning regulations to allow for other types of multi-family housing [i.e., live/work, mixed-use] (short term goal): A large portion of Eleven Mile has been rezoned to allow for mixed-use and live/work spaces
- Create and adopt a complete streets plan (mid-term goal): This goal was completed and adopted by the planning commission and city council
- Update zoning regulations and allow green stormwater infrastructure design (mid-term goal): Some changes have been made to allow and encourage green infrastructure with more to come in the future.
- Create ordinance to allow and encourage green infrastructure (short term goal): Completed.
- Revise parking requirements utilizing best practices of other cities and consider shared parking and payment in lieu as alternatives (short term goal)



Roseville

Roseville became the first RRC certified community in September 2014 and was honored with the first RRC recertification in October 2017. Roseville's commitment to administering the RRC Best Practices has attracted significant real estate investment and led to quality of life improvements. The city established a DDA for the Utica Junction area, which includes multiple priority redevelopment sites. As a benefit of being certified, Roseville collaborated with the RSTeam to establish a vision for the reuse of Utica Junction sites, and in January 2019, issued a request for qualifications (RFQ) to develop one of the sites. The RFQ describes the city's desire for a mixed-use building that features upper-floor housing and surrounding public space.



Southfield

Southfield has been certified since December 2016. The RSTeam facilitated discussion with the city around priority redevelopment sites and the tools necessary to reactivate these sites. The city has been working through RRC predevelopment assistance in the form of a phase II environmental site assessment on the former JC Penny Auto Service Center at the Northland Mall. The former Northland Mall continues to be a priority redevelopment site and is marketed through attractive property information packages and a dedicated website. Southfield is also proactively marketing its sites through the 8 Mile Boulevard Association and the Oakland County One Stop Ready program and showcase.

Southfield has continued to meet RRC Best Practices by publishing a planning commission annual report, tracking training attendance for planning commission and staff members, and reporting on planning initiatives. The city is committed to transparency and maintains an up to date capital improvement plan and a website that allows residents and interested parties to view information on development projects across the city. The city was also able to leverage matching dollars through the Public Spaces Community Places program. Southfield successfully raised \$55,145 and received \$50,000 in matching funds from MEDC Community Development to fund a public red pole art display along the new Northwester Highway pathway, a multi-use accessible pedestrian greenway. These funds have helped create a new destination in Southfield and has cemented its redevelopment as a pedestrian-friendly community.





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

From: Kristin Rutkowski, Village Clerk/Assistant Village Manager

Subject: Ballot Proposal Language for November General Election

Date: February 28, 2020

Included in your packet for review is 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.

Please recall that 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.

Timeline:

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.

VILLAGE OF BEVERLY HILLS, MICHIGAN

DRAFT RESOLUTION

At a regular meeting of the Village Council, Oakland County, Michigan, held at the Village Office at 18500 W. Thirteen Mile Road, Beverly Hills, Michigan 48025, on the _____ day of ______, 2020 at 7:30 p.m.

Present: ______

Absent:

WHEREAS, on November 2, 2010, the electors of 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 of 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 general park purposes.

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. Section 9.1 POWER TO TAX:

QUESTION: Shall the millage previously authorized by the electors in 2010 authorizing the Village of Beverly Hills to levy up to 12.9184 mills (now reduced to 11.7493 mills by the Headlee amendment) be renewed for a period of 10 years from 2021 through 2031 inclusive after the millage expiration in 2021. This 12.9184 mills authorization shall 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;
- d) 0.32 mills for general park purposes.

It is estimated that if levied, the renewal of 9.9 mills will raise approximately \$6,288,804.00 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 if levied, the renewal of 0.8184 mills for library purposes will raise approximately \$519,874.00 when first levied in 2021 and it is estimated if levied a new park millage of 0.32 mills 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 shall 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. This Resolution shall be laid upon the table for at least 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 Council of the Village of Beverly Hills at a regular meeting thereof held on the _____ day of _____, 2020.

Kristin Rutkowski, Village Clerk

Memorandum

- To: Honorable Lee Peddie, Village President; Village Council
- From: Chris D. Wilson, Village Manager
- **CC:** Thomas Meszler, Public Services Director; Tom Ryan, Village Attorney

Date: 2/28/2020

Re: Water Services Contract 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 as 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.

Mr. 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.

Recommendation – Resolve that the Village Council approve and authorize 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.

VILLAGE OF BEVERLY HILLS WATER SYSTEM

OPERATION AND MAINTENANCE AGREEMENT

THIS AGREEMENT is made and entered into as of the _____ day of ______, 2019, by and between the COUNTY OF OAKLAND, a Michigan constitutional corporation ("County"), whose address is 1200 N. Telegraph, Pontiac, Michigan, 48341 and the VILLAGE OF BEVERLY HILLS, a Michigan municipal corporation, whose address is 24255 West Thirteen Mile Road, Suite 190, Beverly Hills, Michigan 48025 ("Village"). In this Agreement, either the County and/or the Village may also be referred to individually as a "Party" or jointly as "Parties."

Recitals:

WHEREAS, the Village owns a water supply system, which includes water mains and related appurtenances which shall collectively be known as the Village of Beverly Hills Water Supply System, as set forth in the attached **Exhibit A** and as it may be expanded or altered from time to time (the "System"); and,

WHEREAS, the Village desires to engage the County to operate and maintain the System on behalf of the Village on a non-profit basis and in accordance with the terms and conditions set forth for in this Agreement; and,

WHEREAS, the County, by and through the Office of the Oakland County Water Resources Commissioner ("WRC"), has qualified personnel capable of providing water operations and maintenance services; and,

WHEREAS, the Michigan Constitution of 1963, Article 7, § 28, and the Urban Cooperation Act of 1967, being MCL 124.501, *et seq.* (the "Act 7"), authorizes a political subdivision to exercise jointly with any other political subdivision any power, privilege or authority which such political subdivisions share in common with which each might exercise separately; and,

WHEREAS, pursuant to resolutions adopted by their respective legislative bodies, the Parties each have been authorized to execute this Agreement for the Services according to the terms and conditions of this Agreement.

1

NOW, THEREFORE, in consideration of these premises and the mutual promises, representations, and agreements set forth in this Agreement, and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the County and the Village mutually agree as follows:

Article I. Statement of Authority and Purpose.

- 1.1 <u>Authority</u>. Pursuant to Act 7 of 1967, and any other applicable laws of the State of Michigan, the County and the Village enter into this Agreement to establish terms and conditions for the operation and maintenance of the System. Each Party agrees to take all actions reasonably necessary to effectuate the objectives set forth in this Agreement.
- 1.2 <u>Purpose.</u> The purpose of this Agreement is to authorize the County to operate and maintain the System on behalf of the Village on a non-profit basis and in accordance with the Services detailed in **Exhibit B** attached hereto. In exchange for the Services, the County shall be reimbursed for its Costs and Overhead from the Revenue collected and deposited in the System Enterprise Fund maintained by the County on behalf of and for the benefit of the Village.

Article II. Definitions.

In addition to the above defined terms (i.e. "County", "Village", "WRC", "Party" and "Parties") and any terms defined in other sections of this Agreement (e.g., "Services"), the Parties agree that the following words and expressions, whether used in the singular or plural, possessive or non-possessive, and/or either within or without quotation marks, shall be defined and interpreted as follows:

- 2.1 "Agreement" shall mean each of the various provisions and parts of this document, including all attached Exhibits and any amendments thereto, as may be executed and approved by the Parties.
- 2.2 "Cost(s)" shall be defined as the labor, including statutory and customary fringe benefits, overtime, material, supplies, vehicle/equipment rental and subcontractor services devoted to the Services as defined in this Agreement.
- 2.3 "Contractor" shall be defined as an independent contractor engaged by the County to perform the Services and responsibilities necessary to carry out the objectives under this Agreement.
- 2.4 "County Agent" or "County Agents" shall be defined as any and all Oakland County elected officials, appointed officials, directors, board members, commissioners, authorities, other boards, committees, commissions, employees, managers, departments, divisions, volunteers, agents, representatives, and/or any such persons' successors or predecessors (whether such persons act or acted in their personal representative or official capacities), and/or any persons acting by, through, under, or in concert with any of them, excluding the Village and/or any Village Agents, as defined herein.

- 2.5 "WRC Personnel" as used in this Agreement shall be defined as a specific subset of, and included as part of the larger group of County Agents as defined above, and assigned by the County to work in the Office of the Oakland County Water Resources Commissioner as shown in the County budget and/or personnel records of the County.
- 2.6 "Village Agent" or "Village Agents", shall be defined to include any and all Village officers, elected officials, appointed officials, directors, board members, council members, authorities, boards, committees, commissions, employees, managers, departments, divisions, volunteers, agents, representatives, consultants, and/or any such persons' successors or predecessors (whether such persons act or acted in their personal, representative, or official capacities), and/or any persons acting by, through, under, or in concert with any of them, excluding the County and/or any County Agents, as defined herein.
- 2.7 "Claim(s)" shall be defined to include any and all alleged claims, complaints, demands for relief or damages, lawsuits, and causes of action, whether in law or equity, tort, contract, or otherwise, by third parties, arising out of the ownership, operation, maintenance of the System, but does not include claims between the Parties.
- 2.8 "Overhead" shall be defined to include the following: all allocation of the labor cost, including statutory and customary fringe benefits, of personnel responsible for administering this contract or supervising the work performed in connection with this Agreement; an allocation of expenses of the WRC; and an allocation of indirect costs of Oakland County charged to the WRC for the use of buildings and facilities and for support services, such as (but not limited to) legal, personnel, accounting, computer support, and insurance/risk management. The Overhead expense allocations and methodology are set forth in **Exhibit C**.
- 2.9 "Service Charge" shall be defined as the quarterly fee charged to the Village for the operations and maintenance of the system. The fee is reviewed on an annual basis and modified from time to time as mutually agreed upon.
- 2.10 "Revenue" shall be defined as the funds derived from the service charge.
- 2.11 "State" shall be defined as the "State of Michigan," a sovereign governmental entity of the United States, and shall also include within its definition any and all departments or agencies of State government.
- 2.12 "System Enterprise Fund" shall be defined as the account for the System established and maintained by the County on behalf of the Village.

Article III. County Responsibilities; WRC Operation and Maintenance Services.

- 3.1 <u>Services</u>. The County agrees to perform the operation and maintenance services for the System (all of the following being referred to in this Agreement as the "WRC Services" or "Services") as set forth in **Exhibit B** attached to this Agreement.
 - (a) The Services to be provided by the County to the Village under this Agreement shall be performed by the County's "WRC Personnel" and/or Contractor. The County will maintain and designate a sufficient number of County Agents and WRC Personnel, having sufficient qualifications, in order to carry out and provide the

Services under and in accordance with this Agreement. However, the County will give due consideration to any input received from the Village concerning the number and charges of Contractors and WRC Personnel assigned to provide Services for the System.

- (b) The County shall be responsible for furnishing all WRC Personnel and Contractors with all job instructions, job descriptions and job specifications and shall in all circumstances control, supervise, train or direct all WRC Personnel in the performance of any and all Services under this Agreement. The County shall remain the sole and exclusive employer of all County Agents and WRC Personnel.
- (c) This Agreement is neither intended, nor shall it be interpreted, to create, change, or otherwise affect or control, in any manner any employment right, privilege, benefit, or any other term or condition of employment, of any kind or nature whatsoever, in, upon, or for any County Agent or WRC Personnel. Except as expressly provided for under the terms of this Agreement and/or laws of this State, no County Agent or WRC Personnel, while such person is currently and/or actively employed by the County shall be employed or utilized to perform any other services by or for the Village during the term of this Agreement. This section shall not prohibit the Village from employing any person who was a former County Agent but is no longer employed in that capacity by the County.
- 3.2 <u>System Capital Replacement Expenditures</u>. Except in cases of emergencies, the County shall not expend funds from the System Enterprise Fund for capital replacement or improvement projects in excess of \$25,000 without prior approval from the Village.
- 3.3 <u>Establish Reserves</u>. The County may establish a reserve for system emergencies, system replacement, or other purposes with the consent of the Village.
- 3.4 <u>Independent Contractor</u>. At all times and for all purposes under the terms of this Agreement, the County and/or any and all County Agents' legal status and relationship to the Village shall be that of an Independent Contractor.
- 3.5 <u>Insurance County</u>. The County will endeavor to obtain and to maintain for the duration of this Agreement the following insurance coverages with insurance companies licensed to do business in the State of Michigan, but only if such insurance coverage is commercially available. It is understood and agreed, that all costs, including the premium, self-insured retention or deductible, shall be included as a System Cost:
 - (a) Professional Liability or Errors and Omissions with limits of \$10,000,000 per occurrence and \$15,000,000 aggregate.
 - (b) Commercial General Liability with limits of \$10,000,000 per occurrence and \$15,000,000 aggregate.
 - (c) Certificates of Insurance.
 - i. So long as the Village maintains current on its annual premium for the coverage outlined herein, it shall be a Named Insured under the policy.

- (d) Non-Exclusivity and Limitations of Insurance Coverage. It is understood by the Village, that the insurance coverages set forth herein and obtained and maintained by the County is not exclusive to this Agreement. Meaning, that the County may purchase and maintain the insurance coverages to insure the County (its respective elected officials, officers, employees, and agents) against such Claims arising from the County Services provided under this Agreement, as well as similar Services the County provides to other municipal public corporations. As such, the Village, along with other participating municipal corporations, will share in the cost of the insurance premium paid by the County. To this end, the County agrees to reasonably allocate the premium paid for the insurance to the various water and sewer systems operated and maintained by the County, including the Village's System, and provide reasonable justification for the allocation of said cost to the Village. In addition, it is understood and agreed, that the purchase of insurance and payment of the premium (as a System Cost), does not guarantee insurance coverage for any Claim. All policies set forth herein are subject to the terms, conditions, and limitations set forth in the insurance policies. As such, uninsured Claims shall be and remain a System Cost. Moreover, insured Claims arising from the County's Services to a municipal water and sewer system, other than the Village's System, may limit or possibly eliminate coverage of a Claim arising from the County's Services under this Agreement. In the event of such an occurrence, it is understood that an otherwise insured Claim that is in excess of any valid and collectible insurance rights/policies, shall be and remain a System Cost.
- 3.6 <u>Permit Assistance</u>. The County will assist the Village in the procurement of all permits, guarantees, warranties, easements, licenses, and other similar approvals and consents necessary to operate and maintain the System received by or granted to the Village as the owner of the System.
- 3.7 <u>Disbursing Funds</u>. Upon request from the Village for the disbursement of funds from the System Enterprise Fund, the County shall promptly disburse funds to the Village in the amount and manner requested, provided that the balance remaining in the System Enterprise Fund is adequate for the operation and maintenance of the System.

Article IV. Village's Responsibilities.

- 4.1 <u>Ordinance Enforcement</u>. The Village is responsible for enforcement of the Village's ordinances and regulations relating to the System.
- 4.2 <u>Capital Replacement of System</u>. The Village shall be responsible for expenditures for all capital replacement of System components.
- 4.3 <u>Lead and Copper Regulations</u>. It is the Village's responsibility to comply with all lead and copper regulations including service line inventory, service line field verification, lead and copper sampling and service line replacement when necessary.
- 4.4 <u>Testing and Sampling Fees; Consultant Fees</u>. The Village agrees that the term Costs includes, but is not limited to, fees for testing, sampling, engineering services or studies, hydrological studies, master planning, capital improvements, as well as all of the costs related to procurement of the same, are a Cost which may be accounted for in the Rates and Charges.

4.5 <u>Village - Insurance</u>.

- (a) It shall be the responsibility of the Village to determine and obtain real and personal property insurance with limits that the Village in its discretion, deems necessary and appropriate for the System and components of the System.
- (b) It shall be the responsibility of the Village to determine and obtain General Liability Insurance or self-insurance to protect against the Village's liabilities and exposures set forth in Article VI.
- 4.6 <u>Property Access</u>. Village will be responsible for and will secure the right of access necessary for WRC Personnel or Contractors to perform the Services under this Agreement. The Village will be responsible for all costs or Claims associated with securing rights of access.
- 4.7 <u>Compliance with State and Federal Law and Regulations</u>. The Village will be and remain responsible for Costs associated with compliance with all federal, State, and local laws, ordinances, regulations, and requirements in any manner affecting any work or performance of this Agreement or with any Village duty or obligation under any applicable State or federal laws and/or regulations.
- 4.8 <u>System Ownership.</u> Notwithstanding any other term or condition in this Agreement, no provision in this Agreement is intended, nor shall it be construed, as constituting a divestiture or forfeiture of the Village's absolute ownership of and authority over the System.
- 4.9 <u>Information Transfer</u>. The Village will provide documents to keep the WRC updated regarding the water system as changes occur. Information to be provided includes copies of permitted plans for watermain replacement projects and final as-built drawings. In addition, the Village will provide copies of plans for any abandonment or other water system changes.

Article V. Compensation for Services.

- 5.1 <u>Compensation from System Revenue</u>. The County's Costs and Overhead incurred for the Services shall be compensated from the Revenue from the System. In the event that the Costs and Overhead exceed the Revenue in any one year, then any deficiency may be recovered by adjusting the Service Charge or from the general fund of the Village. In the event that annual Costs and Overhead are less than the annual Revenue, then upon the sole discretion and direction of the Village, future Service Charges may be adjusted to balance the account.
- 5.2 <u>County Services Performed Non-Profit Basis</u>. The Village acknowledges and agrees that the County will assist the Village in the operations and maintenance of the System on a non-profit basis for the benefit of the users of the system and therefore the County is without funds to finance, operate and maintain the System except for the Revenue derived from the System users. Therefore, it is understood and agreed that in no event shall the County or its general fund be charged with or be liable for the cost of operating,

maintaining, repairing, replacing, or administering the System. All Costs and Overhead associated with the Services under this Agreement will be the responsibility of the Village.

Article VI. Standard of Care; Warranty Waiver; Consequential Damages; Liability.

- 6.1 <u>Standard of Care; Waiver of Warranty and Consequential Damages</u>. The County will perform the Services under this Agreement in accordance with the standard of care and diligence normally provided by other professional firms providing similar Services. However, the County makes no warranty, express or implied, with respect to any Services provided. SPECIFICALLY, NO WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR ANY OTHER WARRANTY IS MADE OR IMPLIED BY THE COUNTY WITH RESPECT TO SERVICES PROVIDED UNDER THIS AGREEMENT. NOTWITHSTANDING ANY PROVISION CONTAINED IN THIS AGREEMENT, IN NO EVENT SHALL THE COUNTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, EXEMPLARY OR CONSEQUENTIAL DAMAGES WHATSOEVER UNDER CONTRACT, TORT OR OTHERWISE.
- 6.2 <u>Liability for Claims</u>. Except as otherwise provided in this Agreement, it is understood that each Party shall be responsible for any Claims made against that Party and for the acts or omissions of its respective employees or Village/County Agents. With respect to Claims that arise from the performance of this Agreement, each Party shall seek its own legal representation and bear the costs associated with such representation including attorney fees. Except as otherwise provided in this Agreement, neither Party shall have any right under any legal principle to be indemnified by the other Party or any of its employees or Agents in connection with any Claim. This Agreement does not, and is not intended to, impair, divest, delegate or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty or immunity of the Parties. Nothing in this Agreement shall be construed as a waiver of the privileges and immunities as provided by law afforded to the Parties. The Parties expressly reserve all privileges and immunities as provided by law.
- 6.3 <u>Force Majeure; System Malfunction; Misuse or Vandalism of System</u>. The Village will be responsible for damage and liability to the System or components thereof caused by flood, fire, Acts of God or other force majeure, civil disturbance, Acts of War, terrorism or misuse of property. In addition, the Village will be responsible for all Claims, damages and liability caused by design and/or construction defects, malfunction or failure of the System or any component thereof; water loss, main breaks, hydrant damage and vandalism provided the same is not directly caused by the acts or omissions of County Agents.
- 6.4 <u>No Third Party Beneficiary</u>. This Agreement does not create any rights or benefits to parties other than the Village and the County.

Article VII. Cooperation and Communication; Dispute Resolution.

- 7.1 <u>Cooperation</u>. The County agrees to ensure that all County Agents fully cooperate with the Village and Village Agents in the performance of all Services under this Agreement. The Village agrees to ensure that Village Agents cooperate with WRC Personnel in the performance of the Services under this Agreement.
- 7.2 <u>Communication</u>. There shall be an open and direct line of communication established and maintained between the Parties in order to promote the handling of both routine and

emergency situations in a timely and cooperative manner according to the circumstances as they exist or become known. Each Party will designate one or more liaisons for such purposes, and will notify the other Party of such designee(s). The liaisons also shall be used for purposes of communicating and coordinating specific needs, plans, instructions, issues, concerns and other matters relating to the System or Services.

7.3 <u>Dispute Resolution</u>. The Parties agree that any and all claims alleging a breach of this Agreement or with respect to the Services provided under this Agreement, shall first be submitted to an alternative dispute resolution process. Such an alternative dispute resolution process may include, but is not limited to, facilitation, binding arbitration, or non-binding arbitration. The Parties shall agree upon the form and procedures for the agreed upon alternative dispute resolution process, or if the Parties cannot agree upon the form and procedures for the alternative dispute resolution process, the Parties may seek legal recourse in a court of competent jurisdiction. For claims requiring immediate relief to prevent irreparable harm, either Party may seek relief directly from a court of competent jurisdiction without submitting the matter to the alternative dispute resolution process.

Article VIII. Term; and Termination.

- 8.1 <u>Term</u>. The Parties agree that the term of this Agreement shall begin on the Effective Date of this Agreement. This Agreement shall be effective for an initial term of ten (10) years from the effective date, and shall be automatically extended for additional ten (10) year terms, unless terminated as provided herein, or otherwise agreed to in writing by the Parties.
- 8.2 <u>Termination</u>. Notwithstanding any other term or provision in any other section of this Agreement, either Party, upon a minimum of One Hundred and Eighty (180) calendar days written notice to the other Party, may terminate this Agreement for any reason, including convenience, without incurring any penalty, expense, or liability to the other Party. The effective date for any such termination shall be clearly stated in the notice.
- 8.3 <u>Survival of Certain Terms and Conditions Following Termination or Expiration of Agreement</u>. The Parties agree that record-keeping and audit requirements, any payment obligations to the other Party, and/or any other related obligations provided for in this Agreement with regard to any acts, occurrences, events, transactions, or Claim(s) either occurring or having their basis in any events or transactions that occurred during the term of this Agreement, shall survive the termination or expiration of this Agreement.
- 8.4 <u>Cooperation Following Termination of Agreement</u>. In the event the Agreement is terminated as provided herein, the Parties agree to cooperate in all respects and assist in the wind down from the County's operation and maintenance of the System. The Village will be responsible for all Costs and Overhead incurred by the County through the date of termination, including the Costs and Overhead incurred by the County during the termination notice period referenced above to wind down and end the County's involvement in the provision of the Services.

Article IX. Agreement Approval; Effective Date; and Amendments; Changes to Scope of Services.

- 9.1 <u>Agreement Approval; Amendments; and Effective Date</u>. Except as otherwise provided herein, this Agreement, and/or any subsequent amendments thereto, shall not become effective prior to the approval by resolutions of both the Village and the County. The Effective Date of this Agreement, and any amendments hereto, shall be the date as reflected in the opening paragraph of this Agreement.
- 9.2 <u>Amendment to Scope of Services</u>. During the term of this Agreement, the Scope of Services attached hereto as **Exhibit B**, may be amended by the WRC and approved by resolution of the Village during the term of this Agreement without requiring a resolution from the County Board of Commissioners.

Article X. General Provisions.

- 10.1 <u>Governing Law</u>. This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. The language of all parts of this Agreement is intended to and, in all cases, shall be construed as a whole according to its fair meaning, and not construed strictly for or against any party. As used in this Agreement, the singular or plural number, possessive or non-possessive shall be deemed to include the other whenever the context so suggests or requires.
- 10.2 <u>Reservation of Rights: Governmental Function</u>. This Agreement does not, and is not intended to impair, divest, delegate, or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties. In addition, the Parties maintain that the obligations set forth in this Agreement will be in the exercise or discharge of a governmental function.
- 10.3 <u>Severability</u>. If any provision of this Agreement or the application to any person or circumstance is, to any extent, judicially determined to be invalid or unenforceable, the remainder of the Agreement, or the application of the provision of persons or circumstances other than those as to which it is invalid or unenforceable, is not affected and is enforceable, provided the invalid provision does not substantially alter the Agreement or make execution impractical.
- 10.4 <u>Binding Contract; Assignment; and Amendments</u>. This Agreement will be binding upon and for the benefit of the Parties hereto and their respective successors and assigns, subject to any assignment requiring the prior written consent of the non-assigning Party by an amendment to this Agreement signed by all Parties, and the assignee binding the assignee to the terms and provisions of this Agreement.
- 10.5 <u>Captions</u>. The section headings or titles and/or all section numbers contained in this Agreement are intended for the convenience of the reader and not intended to have any substantive meaning and are not to be interpreted as part of this Agreement.
- 10.6 <u>Notices</u>. Except as otherwise expressly provided for herein, any and all correspondence, invoices, and/or any other written notices required, permitted or provided for under this Agreement to be delivered to the following:

COUNTY OF OAKLAND:

OAKLAND COUNTY WATER

RESOURCES COMMISSIONER 1 Public Works Drive Waterford, Michigan 48328

VILLAGE:

VILLAGE OF BEVERLY HILLS 18500 West Thirteen Mile Road Beverly Hills, Michigan 48025

- 10.7 <u>Notice Delivery</u>. Except with respect to notices of termination, all correspondence and written notices shall be considered delivered to a Party as of the date that such notice is deposited with sufficient postage with the U.S. Postal Service. Notices of termination shall be personally delivered or sent by certified mail, return receipt requested, and shall be considered delivered to a party on the date of receipt as represented by the return receipt or by a proof of personal service.
- 10.8 <u>Entire Agreement</u>. This Agreement sets forth the entire agreement between the County and the Village and fully supersedes any and all prior agreements or understandings between them in any way related to the subject matter hereof. It is further understood and agreed that the terms and conditions herein are contractual and are not a mere recital and that there are no other agreements, understandings, contracts, or representations between the County and the Village in any way related to the subject matter hereof, except as expressly stated herein. This Agreement shall not be changed or supplemented orally and may be amended only as otherwise provided herein.
- 10.9 <u>Recitals</u>. The recitals shall be considered an integral part of the Agreement.

IN WITNESS WHEREOF, this Agreement is executed by the Parties on the date hereafter set forth in the opening paragraph of this Agreement.

COUNTY OF OAKLAND

By:

David T. Woodward, Chairperson Oakland County Board of Commissioners

VILLAGE

Ву:_____

Ву: _____

11

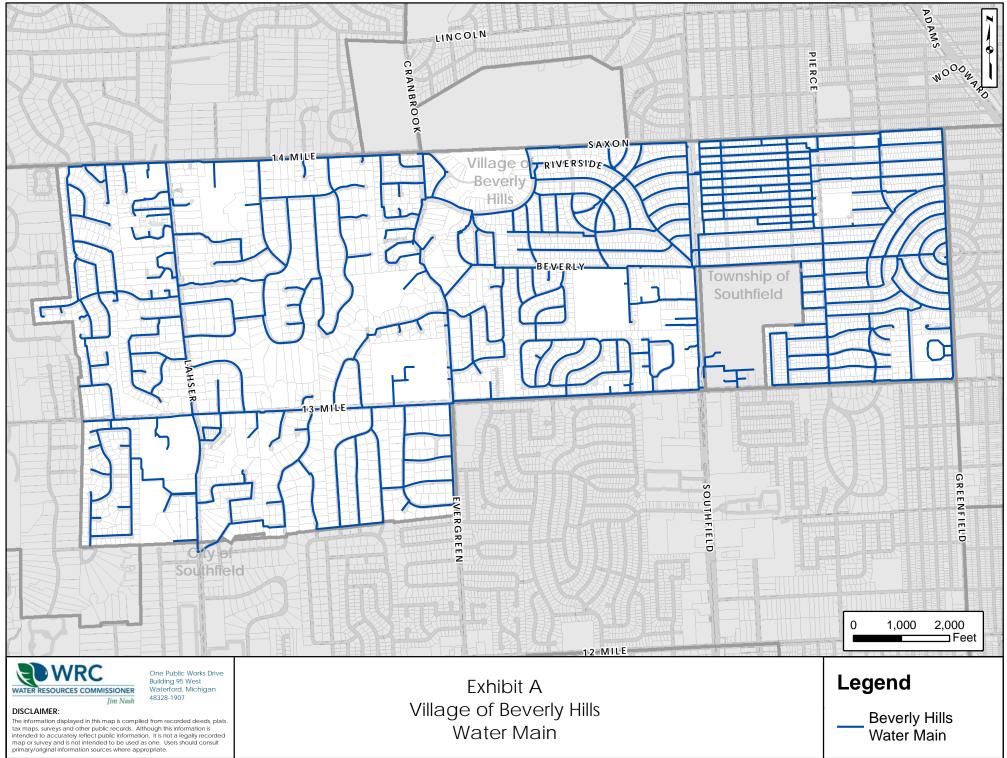


Exhibit B Scope of Services Water System Operation and Maintenance

The County agrees to perform the following operation and maintenance services of the Beverly Hills Water System ("System") (all of the following being referred as the "WRC Services" or "Services") on behalf of the Village:

- 1. Operation and maintenance of the System, including all system mains, public service leads, fire hydrants, valves, and all other facilities, equipment and appurtenances that are part of the System. The water service lead between the service valve and the water meter is the responsibility of the property owner and will not be maintained by the WRC as it is not a part of the System.
- 2. Install all water service connections to the System, two (2) inches or less, including tapping the water main, installing the service lead within the road right-of-way or easement, installing a curb stop, and restoration of the area effected in accordance with all of Village's design and installation standards and requirements.
- 3. Respond to requests from the Village for maintenance, water quality concerns, inspections and repairs, both emergency and routine.
- 4. Establish, maintain, manage, and administer a System Enterprise Fund. Revenue collected by the County shall be deposited and maintained in the System Enterprise Fund. Costs for performing the Services under this Contract will be deducted from the System Enterprise Fund as payment for such Services.
- 5. Keep all necessary records and books of account pertaining to its dealings with the users of the System within the Village and the System Enterprise Fund, and make same available to the Village upon request.
- 6. Comply with applicable laws and governmental accounting standards in the keeping, management, administration, use and auditing of the System Enterprise Fund. Upon request of the Village, provide the Village with a quarterly accounting statement, a quarterly operation and maintenance activity report and annual report for the Village's review in accordance with the County's fiscal year. Upon request, allow the Village or Village agents to audit the System Enterprise Fund accounts, books and statements, and provide Village with supporting documentation and copies of such materials if requested.
- 7. The County and WRC personnel shall comply with all Federal, State, Great Lakes Water Authority (GLWA), and local permits and license issues applicable to the operation and maintenance of the System.
- 8. All Services provided by the County under this Contract will be performed in accordance with all applicable State and Federal laws and regulations, including, without limitation, the Michigan Safe Drinking Water Act, Public Act 399 of the Public Acts of 1976, as amended, MCL 325.1001 to 325.1023, as well as all applicable Village ordinances.
- 9. The County will maintain, and update as necessary, the GIS and any related database(s) of the System. The County also will provide the Village with hard copies and digital copies of the mapping, and updates as requested, in a manner compatible with the Village's GIS, and will provide interconnectivity between the Village and County GIS when in place. The County will update the GIS and any related database(s) of the System upon being provided record drawings or other information from the Village identifying corrections and/or modifications of the System and upon the County performing Services that result in

modifications of the System. The Village is responsible for providing accurate record drawing information.

- 10. The County will conduct MISS DIG operations, in accordance with Public Act 53 of the Public Acts of 1974, as amended, (MCLA 460.701 *et seq.*) on behalf of the Village as they pertain to the operations and maintenance of the System.
- 11. In the event System repairs or replacement is deemed attributable to outside parties, (i.e. Contractor damage or customer negligence), consistent with applicable Village ordinances, the WRC will bill the responsible party at the Village's direction. If any portion or the entire bill is deemed uncollectible, the uncollected amount will be charged directly to the System Enterprise Fund.

Exhibit C OVERHEAD EXPENSE

WRC Overhead charges are expenses not included in the direct hourly system labor and equipment costs. Overhead is allocated to all the systems that WRC services. Overhead expense includes, but is not limited to:

Safety Program

Labor, equipment and training needed to meet or exceed all required safety standards.

Training

Training and certification costs for field and engineering staff required to keep them up-to-date on industry standards and innovations.

WRC Administration

Labor, equipment and training required to oversee the daily WRC operations. This includes Permitting, Mapping, GIS, Asset Management and Miss Dig.

Building Use and Maintenance

Use of the various WRC buildings (includes Water Maintenance, Pump Maintenance, Billing Services and Public Works buildings) and labor equipment, insurance, utilities, supplies and other related costs needed to operate and maintain such buildings.

Miscellaneous Supplies

Supplies which are not inventoried and not purchased for a specific system are allocated to the benefiting systems. This category includes uniforms, gloves, boots and repair parts.

Oakland County Support

Various Oakland County departments support the staff and work performed at WRC. These departments include Human Resources, Purchasing, Info Tech and Fiscal Services. The portion of their costs which is charged to WRC is then allocated to the funds operated by this division.

M E M O

- To: Village Council Sheila McCarthy, Finance Director
- From: Chris Wilson, Village Manager
- Re: Public Act 202 of 2019 Pension Report Public Act 202 of 2019 Retiree Health Care (OPEB) Report
- Date: February 25, 2020

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.

Michigan Department of Treasury Form 5572 (2-19)

The Protecting Local Government Retirement and Benefits Act (PA 202 of 2017) & Public Act 530 of 2016 Pension Report

Enter Local Unit Name	Village of Beverly Hills	Instructions: For a list of detailed instructions on how to
Enter Six-Digit Municode	633010	complete and submit this form, visit
Unit Type	Village	michigan.gov/LocalRetirementReporting.
Fiscal Year End Month	June	
Fiscal Year (four-digit year only, e.g. 2019)	2019	
Contact Name (Chief Administrative Officer)	Chris Wilson	Questions: For questions, please email
Title if not CAO	Village Manager	LocalRetirementReporting@michigan.gov. Return this
CAO (or designee) Email Address		original Excel file. Do not submit a scanned image or PDF.
Contact Telephone Number	248-646-6404	
Pension System Name (not division) 1	Village of Beverly Hills Defined Benefit Plan	If your pension system is separated by divisions, you would
Pension System Name (not division) 2		only enter one system. For example, one could have different
Pension System Name (not division) 3		divisions of the same system for union and non-union
Pension System Name (not division) 4		employees. However, these would be only one system and
Pension System Name (not division) 5		should be reported as such on this form.

Line	Descriptive Information	Source of Data	System 1	System 2	System 3	System 4	System 5
1	Is this unit a primary unit (County, Township, City, Village)?	Calculated	YES	YES	YES	YES	YES
2	Provide the name of your retirement pension system	Calculated from above	Village of Beverly Hills				
_		calculated normabove	Defined Benefit Plan				
3	Financial Information						
4	Enter retirement pension system's assets (system fiduciary net position ending)	Most Recent Audit Report	19,892,519				
5	Enter retirement pension system's liabilities (total pension liability ending)	Most Recent Audit Report	25,165,422				
6	Funded ratio	Calculated	79.0%				
7	Actuarially Determined Contribution (ADC)	Most Recent Audit Report	441,900				
8	Governmental Fund Revenues	Most Recent Audit Report	11,021,181				
9	All systems combined ADC/Governmental fund revenues	Calculated	4.0%				
10	Membership						
11	Indicate number of active members	Most Recent Actuarial Funding Valuation	17				
12	Indicate number of inactive members	Most Recent Actuarial Funding Valuation	11				
13	Indicate number of retirees and beneficiaries	Most Recent Actuarial Funding Valuation	58				
14	Investment Performance						
15	Enter actual rate of return - prior 1-year period	Most Recent Actuarial Funding Valuation or System					
15		Investment Provider	-3.64%				
16	Enter actual rate of return - prior 5-year period	Most Recent Actuarial Funding Valuation or System					
10	Enter actual rate of return prior 5 year period	Investment Provider	4.94%				
17	Enter actual rate of return - prior 10-year period	Most Recent Actuarial Funding Valuation or System					
1/	Enter actual rate of return - prior 10-year period	Investment Provider	8.25%				
	Actuarial Assumptions						
19	Actuarial assumed rate of investment return	Most Recent Actuarial Funding Valuation	7.75%				
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Most Recent Actuarial Funding Valuation	Level Percent				
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any	Most Recent Actuarial Funding Valuation	15				
22	Is each division within the system closed to new employees?	Most Recent Actuarial Funding Valuation	Yes				
23	Uniform Assumptions						
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	Most Recent Actuarial Funding Valuation	21,789,112				
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	Most Recent Actuarial Funding Valuation	27,934,684				
26	Funded ratio using uniform assumptions	Calculated	78.0%				
27	Actuarially Determined Contribution (ADC) using uniform assumptions	Most Recent Actuarial Funding Valuation	797,784				
28	All systems combined ADC/Governmental fund revenues	Calculated	7.2%				
29	Pension Trigger Summary						
		Primary unit triggers: Less than 60% funded AND greater					
30	Does this system trigger "underfunded status" as defined by PA 202 of 2017?	than 10% ADC/Governmental fund revenues. Non-Primary	NO	NO	NO	NO	NO
		unit triggers: Less than 60% funded					

Requirements (For your information, the following are requirements of P.A. 202 of 2017)
Local units must post the current year report on their website or in a public place.
The local unit of government must electronically submit the form to its governing body.
Local units must have had an actuarial experience study conducted by the plan actuary for each
retirement system at least every 5 years.
Local units must have had a peer actuarial audit conducted by an actuary that is not the plan actuary OR
replace the plan actuary at least every 8 years.

By emailing this report to the Michigan Department of Treasury, the local unit of government acknowledges that this report is complete and accurate in all known respects.

Michigan Department of Treasury Form 5572 (2-19)

The Protecting Local Government Retirement and Benefits Act (PA 202 of 2017) Health Care (OPEB) Report

Enter Local Unit Name	Village of Beverly Hills	Instructions: For a list of detailed instructions on how to
Enter Six-Digit Municode	633010	complete and submit this form, visit
Unit Type	Village	michigan.gov/LocalRetirementReporting.
Fiscal Year End Month	June	
Fiscal Year (four-digit year only, e.g. 2019)	2019	
Contact Name (Chief Administrative Officer)	Chris Wilson	Questions: For questions, please email
Title if not CAO	Village Manager	LocalRetirementReporting@michigan.gov. Return this
CAO (or designee) Email Address	cwilson@villagebeverlyhills.com	original Excel file. Do not submit a scanned image or PDF.
Contact Telephone Number	248-646-6404	
OPEB System Name (not division) 1	Village of Beverly Hills Retiree Health Funding Vehicle	If your OPEB system is separated by divisions, you would
OPEB System Name (not division) 2		only enter one system. For example, one could have
OPEB System Name (not division) 3		different divisions of the same system for union and non-
OPEB System Name (not division) 4		union employees. However, these would be only one system
OPEB System Name (not division) 5		and should be reported as such on this form.

Line	Descriptive Information	Source of Data	System 1	System 2	System 3	System 4	System 5
1	Is this unit a primary unit (County, Township, City, Village)?	Calculated	YES	YES	YES	YES	YES
	Provide the name of your retirement health care system		Village of Beverly Hills				
2	Provide the name of your retirement health care system	Calculated from above	Retiree Health				
3	Financial Information						
4	Enter retirement health care system's assets (system fiduciary net position ending)	Most Recent Audit Report	7,304,207				
5	Enter retirement health care system's liabilities (total OPEB liability)	Most Recent Audit Report	10,571,185				
6	Funded ratio	Calculated	69.1%				
7	Actuarially determined contribution (ADC)	Most Recent Audit Report	837,639				
7a	Do the financial statements include an ADC calculated in compliance with <u>Numbered Letter 2018-3</u> ?	Most Recent Audit Report	YES				
8	Governmental Fund Revenues	Most Recent Audit Report	11,021,181				
9	All systems combined ADC/Governmental fund revenues	Calculated	7.6%				
10	Membership						
11	Indicate number of active members	Most Recent Actuarial Funding Valuation	11				
12	Indicate number of inactive members	Most Recent Actuarial Funding Valuation	3				
13	Indicate number of retirees and beneficiaries	Most Recent Actuarial Funding Valuation	41				
14	Provide the amount of premiums paid on behalf of the retirants	Most Recent Audit Report or Accounting Records	837,639				
15	Investment Performance						
16	Enter actual rate of return - prior 1-year period	Most Recent Actuarial Funding Valuation or System					
10		Investment Provider	-3.64%				
17	Enter actual rate of return - prior 5-year period	Most Recent Actuarial Funding Valuation or System					
	······ ···· ··· ··· ··· ··· ··· ··· ··	Investment Provider	4.94%				
18	Enter actual rate of return - prior 10-year period	Most Recent Actuarial Funding Valuation or System					
_		Investment Provider	8.25%				
	Actuarial Assumptions						
20	Assumed Rate of Investment Return	Most Recent Actuarial Funding Valuation	7.75%				
21	Enter discount rate	Most Recent Actuarial Funding Valuation	7.75%				
22	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Most Recent Actuarial Funding Valuation	Level Dollar				
23	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any	Most Recent Actuarial Funding Valuation	25				
24	Is each division within the system closed to new employees?	Most Recent Actuarial Funding Valuation	Yes			-	
25	Health care inflation assumption for the next year	Most Recent Actuarial Funding Valuation	8.00%				
26	Health care inflation assumption - Long-Term Trend Rate	Most Recent Actuarial Funding Valuation	4.50%				
	Uniform Assumptions		7 00 4 007				
28 29	Enter retirement health care system's actuarial value of assets using uniform assumptions	Most Recent Actuarial Funding Valuation	7,304,207				
-	Enter retirement health care system's actuarial accrued liabilities using uniform assumptions	Most Recent Actuarial Funding Valuation Calculated	11,715,413 62.3%				
30 31	Funded ratio using uniform assumptions						
31	Actuarially Determined Contribution (ADC) using uniform assumptions All systems combined ADC/Governmental fund revenues	Most Recent Actuarial Funding Valuation Calculated	635,743 5.8%				l
-	Summary Report	Calculated	5.8%				
34		Accounting Records	YES				
-	Did the local government pay the retiree insurance premiums for the year?						
35	Did the local government pay the normal cost for employees hired after June 30, 2018?	Accounting Records	N/A			-	l
		Primary unit triggers: Less than 40% funded AND greater					
36	Does this system trigger "underfunded status" as defined by PA 202 of 2017?	than 12% ARC/Governmental fund revenues. Non-Primary					
		unit triggers: Less than 40% funded	NO	NO	NO	NO	NO

Requirements (For your in	nformation, the following are requirements of P.A. 202 of 2017)
Local units must post the c	current year report on their website or in a public place
The local unit of governme	ent must electronically submit the form to its governing body.
Local units must have had system at least every 5 yea	an actuarial experience study conducted by the plan actuary for each retirement ars
Local units must have had replace the plan actuary at	a peer actuarial audit conducted by an actuary that is not the plan actuary OR t least every 8 years.

By emailing this report to the Michigan Department of Treasury, the local unit of government acknowledges that this report is complete and accurate in all known respects.

VILLAGE MANAGER'S REPORT CHRIS D. WILSON FEBRUARY 28, 2020

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 <u>www.michigan.gov/census2020</u>

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

Beverly Hills Public Safety Activity Report

February 13th – February 27th, 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.
- Have your chimney and furnace serviced to ensure it is functioning properly.
- Do not leave space heaters unattended.
- Shoveling snow or using a snowblower are among winter's most grueling activities. High levels of activity in cold temperatures put many people at risk of heart attack, especially those that have inactive lifestyles.
- Reminder to check the Village website for street snow emergency announcements.
- Driving Safety tips. Avoid using the cruise control in snow and ice conditions. Steer in the direction of a skid, so when your wheels regain traction, you don't have to overcorrect to stay in your lane. Accelerate and decelerate slowly. Increase following distance to 8 to 10 seconds. Know your cars capabilities in terms of traction control, four wheel drive settings, anti-lock brake system.
- Do not drink alcohol or use marijuana and drive. Designate a driver or arrange for transportation.

CALLS FOR SERVICE

- 182 Calls for Service
- 11 Arrests
- 104 Tickets issued.
- 6 Walk in PBT's
- 6 Prescription pill drop offs.
- Vacation checks.
- Car Seat Checks
- Gun Permit
- Crossing Guard on Beverly
- Motor Carrier enforcement
- 4 Prisoner transports to and from the Birmingham Police Department.
- Traffic Accidents on 13 Mile Rd.
- 4 Medicals on 13 Mile Rd.

- Suspicious Person on 13 Mile Rd.
- Welfare Check on 13 Mile Rd.
- Motorist Assist on 13 Mile Rd.
- Animal complaint on 13 Mile Rd.
- Citizen Assist on 13 Mile Rd.
- Retail Fraud on 13 Mile Rd.
- Fraud on 13 Mile Rd.
- Larceny on 13 Mile Rd.
- Traffic Investigation on 14 Mile Rd.
- Animal complaint on 14 Mile Rd.
- Medical on 14 Mile Rd.
- 3 Traffic Accidents on Southfield
- Medical on Southfield
- 2 Citizen Assists on Southfield
- Retail Fraud on Southfield
- Motorist Assist on Greenfield
- Assist OCWC on Greenfield
- Assist Southfield Police with a traffic stop on Greenfield
- Traffic complaint on Greenfield
- Suspicious Persons on Greenfield
- Traffic Accident on Evergreen
- Traffic Accident on Lahser
- Medical on Beverly
- Suspicious Persons on Sheridan
- Lockout on Rosevear
- Fraud on Kinross
- Officers stopped a vehicle on Saxon 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.
- Assault on Pierce
- Traffic Accident on Buckingham
- Medical on Madison
- Traffic Accident on Pierce
- Assist Birmingham Police with a suspicious person
- Suspicious Persons on Birwood
- Officers responded to an accident on Greenfield. A driver had multiple warrants for his arrest. The driver was arrested without incident.
- Suspicious Persons on Ronsdale
- Traffic Accident on Wetherby
- Officers stopped a vehicle on Lahser for a traffic violation. The driver was operating on a suspended license. The driver was arrested without incident.
- Fraud on Shagbark
- Citizen Assist on Marguerite
- Medical on E. Lincolnshire

- Suspicious Persons on Hillcrest
- Alarm on Devonshire
- Officers stopped a vehicle on Greenfield for a traffic violation. The driver was operating on a suspended license and warrants for his arrest. The driver was arrested without incident.
- Suspicious Circumstance on Charrington Ct.
- Medical on Walmer
- Welfare Check on Buckingham
- Officers stopped a vehicle on Southfield for a traffic violation. The driver was suspected of operating while intoxicated. The driver was arrested without incident.
- Lift Assist on Riverside
- Medical on Riverview
- Fire Alarm on Beechwood
- Suspicious Circumstance on Carriage Ln.
- Suspicious Circumstance on Cobblestone Ct.
- Fraud on Belmont Ct.
- Officers stopped a vehicle on Locherbie for a traffic violation. The driver was operating on a suspended license. The driver was arrested without incident.
- Medical on Madoline
- Suspicious Person on Buckingham
- Medical on Chelton
- Suspicious Person on Riverside
- Suspicious Vehicle on Birwood
- Assist Birmingham Police with a larceny investigation
- Fraud on Nottingham
- Alarm on Reedmere
- Medical on Birwood
- Welfare Check on Huntley Sq. W.
- Alarm on Pierce
- Alarm on Kirkshire
- Suspicious Person on Pierce
- Officers stopped a vehicle for a traffic violation on Greenfield. The driver was carrying a concealed pistol without a license. The driver was arrested without incident.
- Fraud on Wetherby
- Lift Assist on Riverside
- Suspicious Persons on Dunblaine
- Lift Assist on Robinhood
- Officers stopped a vehicle on Southfield for a traffic violation. The driver was operating on a suspended license and a warrant for his arrest. The driver was arrested without incident.
- Suspicious Circumstance on Riverview
- Alarm on E. Bellvine

- Officers responded to Verona for a burglary. Officers located the person suspected of the crime. The individual was arrested and charged without incident.
- Citizen Assist on Carriage Ln.
- 2 Welfare Check on Huntley Sq. E.
- Officers stopped a vehicle on Southfield for a traffic violation. The driver was wanted on a warrant from another jurisdiction. The driver was arrested without incident.
- Suspicious Circumstance on Elizabeth
- Odor Investigation on Riverview
- Down Wire on Kirkshire
- Officers responded to an assault on W. Lincolnshire. Evidence suggested an assault took place. One individual was arrested without incident.
- Peace Officer W. Lincolnshire
- Fraud on Kinross
- Fraud on Huntley Sq. N.
- Alarm on Chelton
- Suspicious Circumstance on Beverly
- Welfare Check on Riverview
- Animal complaint on Huntley Sq. E.
- Road sign damaged on Bates

FIRE PREVENTION

- 31 Fire/EMS Reports reviewed.
- 3 Annual fire inspections completed.
- Update/delete user role for personnel in SMOKE system.
- Investigate Oakland County Medical Control EQIP discrepancy.
- Supervise Road Patrol.
- 2 required training notices completed and submitted to Michigan Fire Fighters Training Council.
- Disseminate Emergency System Protocol regarding the Novel Coronavirus issued by the Oakland County Medical Control Authority Medical Director.
- Instruct Company Officer I & II course series.
- Manage Company Officer I & II course work.
- Supervise Road Patrol.
- Upload Bi-Weekly NFIRS data export to FEMA.
- Disseminate DTE Fire Service Incident Commander Emergency Number.
- Complete and submit EMS agency licensure renewal.
- Attend NFPA 1041 Instructor 1 Curriculum Update training.
- Complete 8 assignments for Instructor 1.
- Coordinate Consumers Energy Pipe Line training.

- Work on Memorandum of Understanding 2019 Assistance to Firefighter Grant (AFG) application.
- Completed Fire Fighting Strategies & Tactics Course and submitted grades to SMOKE system.

INVESTIGATIONS

- CFS Closed and Reviewed 172.
- Reviewed 37 case reports for a disposition.
- Followed up and reviewed cases of which 25 were closed and 12 remained open.
- 12 Case was assigned.
- 10 Reports written on current cases.
- 27 Current active investigations.
- 6 Current pending investigations.
- Investigated Home Invasion. Home Invasion III warrant/arraignment done. Held at Oakland County Jail.
- Swore to/walk in arraignment for OWI III
- Follow up interview on ID Theft suspect. Follow up with Ohio DMV about fraudulent license.
- Identified Retail Fraud suspect. Prepare warrant request.
- Identified two suspects on credit card fraud case.
- Follow Up on assault case. Received local warrant. Defendant arraigned.
- Follow Up on assault.
- Subpoenas sent for ID Theft cases.
- Follow Up on another Home Invasion. Determined to be a civil case.
- Patrol Alerts sent out to local jurisdictions on Home Invasion and ID Theft suspects.
- DB assisted with Patrol on alarm response.
- Prescription pill burn.
- Assisted with prisoner transports and Peace Officer call for service.
- Detective attended Advanced Sexual Assault training.
- SLO attended Groves Basketball game.
- D/Sgt provided road patrol supervision for multiple shifts.

Enforcement List - Inspection Summary

Enforcement Number	Address		Filed	Status	Closed
E190209	18990 BEVER	LY RD	12/05/1	9 Resolved	12/09/19
TRASH COMPLAINT					
Code	Dat	te Next Action		Next Action	
INT. CODE 29.3(
Inspection Type	Status	Result	Scheduled	Completed	Inspector
SITE INSPECI	Completed	02	12/09/19	12/09/19	Dan Gosselin
Enforcement Number	Address		Filed	Status	Closed
E190210	18136 KINRO	SS AVE	12/05/1	9 TICKET	ISSUED
REMOVE UNPLATED	VEHICLES				
Code	Dat	te Next Action		Next Action	
22.08.460				TICKET	
т• /т			0 1 1 1 1	ISSUED	T
Inspection Type	Status	Result	Scheduled	Completed	Inspector
SITE INSPEC1	Completed	03	01/17/20	01/17/20	Dan Gosselin
Enforcement Number	Address		Filed	Status	Closed
E190211	31771 TOPPEI	R CT	12/11/1	9 Closed	12/17/19
REMOVE STORED IT	EMS				
Code 302.8	Dat	te Next Action		Next Action	
Inspection Type	Status	Result	Scheduled	Completed	Inspector
SITE INSPECI	Completed	02	12/17/19	12/17/19	Dan Gosselin
Enforcement Number	Address		Filed	Status	Closed
E190212	20724 KENNC	DWAY CIR	12/12/1		12/13/19
REMOVE WASTE CON			-, -,		
Code	Dat	te Next Action		Next Action	
13.11D					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
SITE INSPECI	Completed	02	12/13/19	12/13/19	Dan Gosselin
Enforcement Number	Address		Filed	Status	Closed
E190213	22474 N NOT	I'INGHAM DR	12/17/1	9 Resolved	12/23/19
REMOVE SNOWMOB	ILE AND TRAI	ILER			
Code	Dat	te Next Action		Next Action	
22.21.010	24				
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Correction Noti	Completed	02	12/23/19	12/23/19	Dan Gosselin

Enforcement List - Inspection Summary

02/27/20

Enforcement Number	Address		Filed	Status	Closed
E190214	17125 W 14	4 MILE RD	12/30/1	9 Closed	01/02/20
REMOVE LEAF B.	AGS FROM ST	REET			
Code		Date Next Action		Next Action	
13.11	_				
Inspection 7		Result	Scheduled	Completed	Inspector
Correction No	oti Complet	ted 02	01/02/20	01/02/20	Dan Gosselin
Enforcement Number	Address		Filed	Status	Closed
E200001 TRASH COMPLAI		EMOOR ST	01/03/2	20 Notice S	ent 01/07/20
Code 13.11		Date Next Action		Next Action	
Inspection 7	Гуре Status	Result	Scheduled	Completed	Inspector
Correction No	oti Complet	ted 02	01/07/20	01/07/20	Dan Gosselin
Enforcement Number	Address		Filed	Status	Closed
E200002		CKINGHAM AVE			
TRASH COMPLAI			, ,		
Code 13.11		Date Next Action		Next Action	
Inspection	Гуре Status	Result	Scheduled	Completed	Inspector
Correction No	oti Complet	ted 02	01/09/20	01/09/20	Dan Gosselin
Enforcement Number	Address		Filed	Status	Closed
E200003	17220 W 13	3 MILE RD	01/07/2	20 TICKET	l' ISSUED
TRASH COMPLAI	NT				
Code		Date Next Action		Next Action	
13.11				COURT	-
Inspection	••	Result	Scheduled	Completed	Inspector
SITE INSPE	CI Complet	ted 03	01/13/20	01/13/20	Dan Gosselin
Enforcement Number	Address		Filed	Status	Closed
E200004	16997 MAI	DOLINE ST	01/10/2	20 Closed	02/14/20
FAILURE TO OBT	AIN FENCE P	ERMIT			
Code		Date Next Action		Next Action	
22.08.150.A.1	Type Status	Result	Scheduled	Completed	Inspector
				Completed	Inspector
Correction No	oti Complet	ted 02	01/31/20	01/31/20	Dan Gosselin

Enforcement	List - In	spection	Summa	ıry	02/27/20
Enforcement Number	Address		Filed	Status	Closed
E200006	31125 SHERIE	DAN DR	01/13/2	20 Closed	01/21/20
REMOVE COMMERICA	AL TRAILER	AND ITEMS ST	TORED OUT	SIDE	
Code 22.08.330 & 29.3	Da	te Next Action		Next Action	
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
E200007	31220 CHURC	HILL DR	01/15/2	20 Closed	01/30/20
TRASH CONTAINERS					
Code 13.11	Da	te Next Action		Next Action	
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
	16909 BEECH	WOOD AVE	01/16/2		01/21/20
REMOVE TRAILER FR		wood nie	01/10/2	20 010500	01/21/20
Code		te Next Action		Next Action	
22.08.330	Da	le Next Action		INEXT ACTION	
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
	16275 AMHEF	RST AVE	01/22/2		01/23/20
SNOW/ICE ON SIDEW			- / - / -		- , ,
Code 5.05(F)		te Next Action		Next Action	
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 BEVER	LY RD	01/24/2	20 Closed	01/30/20
REMOVE FULL DUMPS	STER				
Code 22.08.220	Da	te Next Action		Next Action	
Inspection Type	Status	Result	Scheduled	Completed	Inspector
SITE INSPECI	Completed	02	01/30/20	01/30/20	Dan Gosselin
Enforcement Number	Address		Filed	Status	Closed

Er	forcement	List - In	spection	Summa	.r y	02/27/20	
E2000 REM)11 3 OVE MOTOR HON	2400 SHERIE 1E FROM DR		01/30/2	20 Closed	02/14/20	
	Code 22.21.010	Da	te Next Action		Next Action		
	Inspection Type	Status	Result	Scheduled	Completed	Inspector	
-	Correction Noti	Completed	02	02/03/20	02/03/20	Dan Gosselin	
Enfor	cement Number	Address		Filed	Status	Closed	
E2000 REM	012 1 OVE CONSTRUCT	9126 DEVON Ion Bag du		02/03/2	20 Closed	02/14/20	
	Code 22.08.220	Da	te Next Action		Next Action		
	Inspection Type	Status	Result	Scheduled	Completed	Inspector	
-	Correction Noti	Completed	02	02/03/20	02/03/20	Dan Gosselin	
Enfor	cement Number	Address		Filed	Status	Closed	
E2000		6969 ELIZAE	BETH ST	02/12/2	20 Closed	02/20/20	
STORED COMMERCIAL TRAILER							
	Code 22.08.330	Da	te Next Action		Next Action		
	Inspection Type	Status	Result	Scheduled	Completed	Inspector	
-							
	Correction Noti	Completed	02	02/20/20	02/20/20	Dan Gosselin	
Enford		Completed Address	02	02/20/20 Filed	02/20/20 Status	Dan Gosselin Closed	
E2000	cement Number	Address 6252 ELIZAE			Status	Closed	
E2000	cement Number	Address 6252 ELIZAE L TRAILER Da		Filed	Status 20 Notice Se Next Action SITE	Closed	
E2000	cement Number 14 1 OVE COMMERCIA Code	Address 6252 ELIZAE L TRAILER Da	BETH ST te Next Action	Filed	Status 20 Notice Se Next Action	Closed	
E2000	cement Number 14 1 OVE COMMERCIA Code 12.08.330	Address 6252 ELIZAE L TRAILER Dav 02/2	BETH ST te Next Action 17/2020	Filed 02/18/2	Status 20 Notice Se Next Action SITE INSPECTION	Closed	
E2000 REM	cement Number 14 1 OVE COMMERCIA Code 12.08.330 Inspection Type Correction Noti	Address 6252 ELIZAE L TRAILER Dat 02/2 Status	BETH ST te Next Action 07/2020 Result	Filed 02/18/2 Scheduled	Status 20 Notice Se Next Action SITE INSPECTION	Closed ent Inspector	
E2000 REM	cement Number 14 1 OVE COMMERCIA Code 12.08.330 Inspection Type Correction Noti	Address 6252 ELIZAE L TRAILER Dar 02/2 Status Scheduled	BETH ST te Next Action 27/2020 Result 00	Filed 02/18/2 Scheduled 02/27/20	Status 20 Notice Se Next Action SITE INSPECTION Completed Status	Closed ent Inspector Dan Gosselin	
E2000 REM	cement Number 14 1 OVE COMMERCIA Code 12.08.330 Inspection Type Correction Noti	Address 6252 ELIZAE L TRAILER Da 02/2 Status Scheduled Address 1240 CLINE	BETH ST te Next Action 27/2020 Result 00	Filed 02/18/2 Scheduled 02/27/20 Filed	Status 20 Notice Se Next Action SITE INSPECTION Completed Status	Closed ent Inspector Dan Gosselin Closed	
E2000 REMO	cement Number 14 1 OVE COMMERCIA Code 12.08.330 Inspection Type Correction Noti cement Number 15 3	Address 6252 ELIZAE L TRAILER Dav 02/2 Status Scheduled Address 1240 CLINE I LER FROM PI	BETH ST te Next Action 27/2020 Result 00	Filed 02/18/2 Scheduled 02/27/20 Filed	Status 20 Notice Se Next Action SITE INSPECTION Completed Status	Closed ent Inspector Dan Gosselin Closed	
E2000 REMO	cement Number 14 1 OVE COMMERCIA Code 12.08.330 Inspection Type Correction Noti cement Number 15 3 OVE WORK TRAIL	Address 6252 ELIZAE L TRAILER Dav 02/2 Status Scheduled Address 1240 CLINE I LER FROM PI	BETH ST te Next Action 27/2020 Result 00 DR ROPERTY	Filed 02/18/2 Scheduled 02/27/20 Filed	Status Construction SITE INSPECTION Completed Status Construction Status Construction Status Construction Status S	Closed ent Inspector Dan Gosselin Closed	
E2000 REMO	cement Number 14 1 OVE COMMERCIA Code 12.08.330 Inspection Type Correction Noti cement Number 15 3 OVE WORK TRAIL Code	Address 6252 ELIZAE L TRAILER Dav 02/2 Status Scheduled Address 1240 CLINE I LER FROM PI Dav	BETH ST te Next Action 27/2020 Result 00 DR ROPERTY te Next Action	Filed 02/18/2 Scheduled 02/27/20 Filed 02/21/2	Status Construction SITE INSPECTION Completed Status Closed Next Action	Closed ent Inspector Dan Gosselin Closed 02/21/20	

Enforcement List - Inspection Summary

E200016 30330 WOODHAVEN LN 02/27/20 Notice Sent REMOVE DEAD/DAMAGED TREE FROM PROPERTY

Code	Dat	e Next Action		Next Action	
17.08	03/2	0/2020		SITE INSPECTION	
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Correction Noti	Scheduled	00	03/20/20		Dan Gosselin

Population: All Records

Enforcement.DateFiled Between 12/1/2019 12:00:00 AM AND 2/27/2020 11:59:59 PM



February 10, 2020

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

Re: Changes in Pricing for Gaiam TV Fit & Yoga, Gaia, and Docurama

Dear Ms. Rutkowski:

We are committed to keeping you and our customers informed about changes to Xfinity TV services.

Accordingly, please note that effective March 19, 2020, the price for three subscription on demand services will change. We are notifying customers of these changes through bill messages.

Gaiam TV Fit & Yoga will increase from \$6.99 to \$7.99 per month Gaia will increase from \$9.99 to \$11.99 per month Docurama will increase from \$2.99 to \$4.99 per month.

Also, NDTV Good Times stopped delivering its signal to all North American distributors, including Concast, at approximately 7:00 PM EST on February 7, 2020, and therefore, we are not able to provide this programming to our customers at this time. We are working with NDTV to determine whether and when they will be able to restore their signal. We will keep our customers informed of any further changes in regards to this subscription channel.

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

Sincerely Kyle V. Mazyrek

Manager of External Affairs Comcast, Heartland Region 41112 Concept Drive Plymouth, MI 48170