

**Village of Beverly Hills  
Regular Village Council Meeting  
Tuesday, June 20, 2023**

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

**Zoom link: <https://us02web.zoom.us/j/84635438669>**

**Meeting ID: 846 3543 8669**

**Dial in: 1-646-876-9923 (US)**

### **AGENDA**

Roll Call/Call to order

Pledge of Allegiance

Amendments to Agenda/Approve Agenda

Community Announcements

1. Update from Emilio Benavente on his Eagle Scout Project

Public Comments on items not on the published agenda

Consent Agenda

1. Review and consider approval of [minutes](#) of a regular Council meeting held June 6, 2023.
2. Review and file [bills](#) recapped as of Monday, June 19, 2023.

Business Agenda

1. Review and consider subcommittee [recommendations](#) for various Board/Commission appointments.
2. Update and [Presentation](#) on the Sidewalk Connector program and the related TAP and SRTS grant process.
3. Review and consider [proposal](#) for design engineering services from HRC for the portion of the Sidewalk Connector Program related to the Transportation Alternative Program grant.
4. Review and consider [proposal](#) for design engineering services from HRC for the portion of the Sidewalk Connector Program related to the Safe Routes to School grant.
5. Review and consider authorizing the Administration to enter into an extension [agreement](#) with Plante Moran for auditing services.
6. Review and consider Fiscal Year 22-23 [budget amendments](#).
7. Review and consider appointing Wendbrook Forum Follow Up Council [Subcommittee](#).

Discussion Items

1. [Riverside Bridge](#)

This will be a hybrid meeting held in person in the Village Council Chambers with a remote participation option available via Zoom due to the COVID-19 pandemic.

The Village of Beverly Hills will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities attending the meeting upon three working days' notice to the Village. Individuals with disabilities requiring auxiliary aids or services should contact the Village by writing or phone, 18500 W. Thirteen Mile Beverly Hills, MI 48025 (248) 646-6404.

Public Comments

Manager's report

Council comments

Adjournment

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## REGULAR COUNCIL MEETING MINUTES – JUNE 6, 2023 – PAGE 1

Present: President George; President Pro-Tem Hrydziuszko; Members: Abboud, Kecskemeti, Mooney, O’Gorman, and White

Absent: None

Also Present: Village Manager, Campbell  
Village Clerk/Assistant Manager, Rutkowski  
Village Attorney, Ryan  
Public Safety Director, Torongeau  
Public Services Director, Johnston

**ROLL CALL/CALL TO ORDER/PLEDGE OF ALLEGIANCE**

President George called the regular Village Council meeting to order at 7:30 p.m. in the Village Council Chambers located at 18500 W. Thirteen Mile Road, Beverly Hills, MI 48025. The Pledge of Allegiance was recited by those in attendance.

**AMENDMENTS TO AGENDA/APPROVE AGENDA**

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

Motion passed.

**COMMUNITY ANNOUNCEMENTS**

None.

**PUBLIC COMMENTS**

Martha White, Vernon, stated that she and her husband had been looking for a philanthropic opportunity when the Wendbrook property came up. She gave background on the Michigan Natural Resources Trust Fund grant and the White’s committed donation of \$500,000. Since the Village was only awarded \$1 million instead of the \$1.5 million needed, she stated that her family is now offering a total donation of \$1 million to complete the acquisition of the property. She said she wants the space to be for the entire community to enjoy.

Pam Rijnovean, Evergreen, stated that more speed control, big truck control, and code enforcement is needed in the Village.

Kathleen Tootell, Beverly Hills, asked whether this was the right time to ask about the MNRTF grant or if she should wait until the end of the meeting.

**CONSENT AGENDA**

Motion by Mooney, second by Kecskemeti, be it resolved, the consent agenda is approved.

1. Review and consider approval of minutes of a regular Council meeting held May 16, 2023.
2. Review and file bills recapped as of Monday, May 22, 2023 and Monday, June 5, 2023.
3. Review and consider resolution appointing SOCRRRA representatives for Fiscal Year 23-24.
4. Review and consider resolution appointing SOCWA representatives for Fiscal Year 23-24.
5. Review and consider Parks & Recreation Board’s recommendation to host Sculptures in the Parks Slow Roll/Stroll on June 21, 2023.
6. Review and consider Birmingham Public School’s request to waive pavilion rental fees for the 5<sup>th</sup> Grade Run on September 30, 2023.

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

7. Review and consider resolution recognizing June 2023 as Pride Month.

Roll Call Vote:

Motion passed (7-0)

**BUSINESS AGENDA**

**REVIEW AND CONSIDER PROPERTY ACCESS AND TREATMENT AGREEMENT WITH OAKLAND COUNTY PARKS FOR RIVERSIDE PARK**

Campbell provided an overview. Council may recall that Riverside Park was included in the first invasive species eradication agreement that the Village had with GEI Consultants in 2021. When the time came to renew the maintenance agreement, the Parks & Recreation Board recommended removing Riverside Park from the proposal and explore the option of doing a prescribed burn at the site instead. Village Administration later met with Oakland County Parks (OC Parks) Natural Resources and Environmental Sustainability staff on site and it was determined that Riverside Park is not an ideal location to do a prescribed burn at this time because of the moisture and lack of understory. Instead, it was recommended that the Village continue with foliar treatment and work toward reestablishing native plants.

Administration applied for grant funding from the Oakland County Cooperative Invasive Species Management Area (OC CISMA), which is now under Oakland County Parks, for invasive species treatment and native species planting at Riverside Park. This is in line with the Village's 5-Year Recreation Plan's goal to continue invasive species monitoring and removal at Riverside Park and restore/reforest affected areas.

Administration was notified by OC Parks that the Village would be awarded a grant for foliar spraying of invasive species and installation of native plant plugs at Riverside Park in an amount not to exceed \$2,000. OC Parks field staff will conduct the foliar treatment and be responsible for planting the native plants.

OC Parks recently sent over a Property Access and Consent for Treatment License Agreement for approval, which is necessary to move the project forward. The agreement was provided in the meeting packet and has been reviewed by the Village Attorney.

Kecskemeti asked for clarification on the treatment areas. Foliar treatment will take place mainly on the peninsula where invasive species were already treated. Native plantings would be closer to Riverside Drive and in the garden by the sidewalk.

George inquired about asking Oakland County Parks & Recreation staff for their advice on what to do with the deadfall at the park.

Motion by White, second by Hrydziusko, be it resolved, the Beverly Hills Village Council authorizes Administration to execute the Property Access and Consent for Treatment License Agreement with the Oakland County Parks and Recreation Commission for invasive species treatment and native species planting at Riverside Park.

Roll Call Vote:

Motion passed (7-0)

**REVIEW AND CONSIDER PURCHASE OF NEW DRINKING FOUNTAIN FOR BEVERLY PARK**

Campbell provided an overview. The drinking fountain by the baseball diamonds at Beverly Park has reached the end of its life span and Administration would like to replace it. At the May 18, 2023 Parks & Recreation Board meeting, Public Services Director Johnston presented a few modern options with product pricing to the Board. With installation, he expects this project to cost less than \$8,000. At their May 18<sup>th</sup> meeting, the Parks & Recreation Board recommended that the Village Council approve the purchase of an Elkay model drinking fountain, not to exceed \$8,000.

Mooney clarified that this purchase would come out of the capital park fund.

Kecskemeti said that the cost seems high. Campbell stated the cost includes installation and any plumbing work, and that Administration has found this model from a different source for a less expensive price than initially advertised.

Motion by Kecskemeti, second by Hrydziuszko, be it resolved, the Beverly Hills Village Council approves the purchase of an Elkay drinking fountain to be installed at Beverly Park near the baseball diamonds in an amount not to exceed \$8,000. Funds for this expense are available in account 208-900-984.00 (Park Improvement Fund).

Roll Call Vote:  
Motion passed (7-0)

**REVIEW AND CONSIDER AGREEMENT WITH NYHART FOR ACTUARIAL SERVICES**

Campbell gave an overview. As discussed during the budget process, the Village is due to obtain a Village of Beverly Hills GASB 74/75 valuation for the fiscal year ending on June 30, 2023. A draft service agreement presented by Nyhart with the proposed services was provided to Council for review.

The Administration recommends utilizing Nyhart for the following services noted in the Agreement:

<u>Service</u>	<u>Cost</u>
Full GASB 74/75 actuarial update (FYE 06/30/2023)	\$5,200
PA 202 disclosures (FYE 06/30/2023)	\$1,100
OPEB Trust Projection (FYE 06/30/2023)	<u>\$4,600</u>
Total	\$10,900

The trust projections will recommend/verify if our \$400,000 a year contribution to the Retiree Health Care Trust is sufficient, too much or too little. This recommendation was verified by the Village's Finance Director.

Abboud clarified that these services are mandatory.

Motion by O’Gorman, second by Hrydziusko, be it resolved that the Beverly Hills Village Council authorizes the Village Manager to enter into a Service Agreement for services with the Howard E. Nyhart Company, Inc. for GASB 74/75 valuation, PA 202 disclosures and OPEB Trust Projection for the fiscal year ending on June 30, 2023 in an amount not to exceed \$10,900. Funds are available in Account 101-248-801.00.

Roll Call Vote:  
Motion passed (7-0)

## **REVIEW AND CONSIDER AUTHORIZING 2023 HOT MIX ASPHALT (HMA) PROGRAM**

Campbell gave an overview. Administration is recommending conducting a Hot Mix Asphalt (“HMA”) patching program that is to be completed in August and September of 2023. The Village has budgeted \$700,000 for the project’s total costs. With that funding, we anticipate being able to do patching repairs on at least 11 different local roads. A map of the proposed streets to receive the patching services is attached along with the approximate areas where the patching will take place. The location for the patching is based on the newly completed PASER map attached hereto. Once patched, a distressed area is repaired or strengthened so that it can carry a significant traffic level with improved performance and lower rates of deterioration. Patching helps maintain the life of the existing asphalt roads.

The proposal provided in the meeting packet notes the associated engineering cost associated with the contract. Based on the available budget, it is anticipated that approximately \$590,000 will go towards the HMA repairs and \$110,000 is allocated towards relevant engineering services, including design and construction engineering. This project is included in the FY 2024 budget and funding is available under account no. 203-449-926.00.

Mooney stated that this program would be for patching roads. He inquired about how many bids are anticipated to be received, noting that he wants to be sure a good company is selected. He said he has a problem with paying HRC this much money for work that has already been done or that could be done in house. He questioned whether the bid documents could be prepared in house instead of by HRC. He said he supports the program, but thinks the engineering costs are too high.

Johnston stated that some of the larger potholes needs an engineering assessment. He also stated that someone needs to be on site to monitor the contractors and asphalt temperatures.

George said having engineering work done essentially provides some insurance on the project. He suggested potentially scaling back the top half of the list of engineering tasks and come back in two weeks with an updated proposal.

Campbell stated that they could push it back, but noted that it would delay the entire project timeline and they could run into weather concerns.

Abboud asked about the recourse the Village would have with HRC if anything goes wrong with this project. Campbell noted that there would be provisions included in the contract.

Mooney stated that he does not want to wait or delay the project.

White asked about HRC's rates. Campbell noted they were based on staff's position and seniority.

George suggested bidding out professional services, such as engineering, and Abboud agreed.

Mooney said he thinks HRC does a great job and just thinks this is a lot of money to spend on a relatively small project.

Motion by Mooney, second by O'Gorman, be it resolved that the Beverly Hills Village Council approves the proposed HMA program and authorizes Administration to go out to bid for HMA repairs. The total project cost, including engineering services, shall not exceed \$700,000. Funds are available in account no. 203-449-926.00.

Roll Call Vote:

Motion passed (7-0)

### **REVIEW AND CONSIDER AGREEMENT WITH PRECISION CONCRETE CUTTING FOR THE TRIP HAZARD ELIMINATION PROJECT**

Campbell provided an overview. The sidewalks throughout the Village of Beverly Hills are in need of regular maintenance. Elevation changes in the sidewalks can make it difficult for pedestrians to travel around our village. We have received estimates from multiple contractors to start removing these potential hazards. The most cost-effective proposal we received is from Precision Concrete Cutting (PCC) for the amount not to exceed \$50,000.00. They have submitted proposals for two different areas, the first area, an estimated 770 trip hazards, would start at 14 Mile and Greenfield (proposal 1), working Southwest, and the second area, an estimated 713 trip hazards, would start at 13 Mile and W. Rutland (proposal 2), working Northeast.

It is the administration's recommendation to the Village Council to approve the Precision Concrete Cutting second proposal, in the area of 13 Mile and East Rutland, to remove trip hazards in the Village of Beverly Hills in 2023. The cost of this work is not to exceed \$50,000.00.

Kecskemeti said she thinks this is a great pilot idea but is concerned about the pace.

Johnston stated it would take about 12 years to do the entire Village at this pace.

Kecskemeti said sidewalks should be assessed every five years and property owners should be maintaining them.

Mooney agreed that it is the responsibility of the property owner.

The Council and Administration discussed notices and liability.

Campbell stated that the sidewalk maintenance should coordinate with the tree program and work in sections for repairs and replacement.

Kecskemeti said a faster way would be to assess the homeowners for replacements.

Hrydziuszko inquired about the average cost per cut for homeowners. It was noted that it would depend on the scale of the project.

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Mooney said the Village has traditionally handled trip hazards and the homeowners have been responsible for major replacements.

Kecskemeti asked if the Village is able to replace catastrophic slabs on a case by case basis. Campbell said that is possible after an evaluation.

Motion by Abboud, second by Mooney, be it resolved that the Beverly Hills Village Council approves the second proposal submitted by Precision Concrete Cutting in the amount of \$50,000.00 for trip hazard removal in the Village of Beverly Hills for calendar year 2023 as outlined on the attached. Funds are available in account 203-463-934.25

Roll Call Vote:

Motion passed (7-0)

**REVIEW AND CONSIDER ENTERING INTO AN AGREEMENT WITH RCOC'S SUBCONTRACTOR, PK CONTRACTING, INC. FOR THE PAINTING OF VILLAGE STREET PAVEMENT LINES IN 2023**

The Michigan Manual of Uniform Traffic Control Devices set the standards for pavement markings and signage within the state. Agencies and jurisdictions, including The Village of Beverly Hills, are required to follow the manual when maintaining the roadways. The Road Commission for Oakland County has bid out the pavement marking process for 2023 and will allow the Village to utilize the bid pricing to paint the roads in the Village. Because of their size and the ability to utilize their purchasing power, the cities, and villages in Oakland County tag on to this bid contract for their street markings. The contractor also does the painting in the County at one time as well. RCOC bid out the work, and the contract was awarded to PK Contracting, Inc. PK Contracting is located in Troy, MI.

The Village is responsible for the maintenance of 13 Mile, portions of 14 Mile, Evergreen and Beverly per PA 51, 103,000+ feet of pavement center/edge lines. The State funds maintenance of these major roads through PA 51. We are not recommending these markings at this time as they were completed last year.

Turning Arrows, Only, Stop Bars, Crosswalks and School legends are also a part of the RCOC contract. Every signalized intersection, near parks, and around schools require these types of markings. I am recommending that these markings be done this year for a cost of \$35,000.00. RCOC will see that the work is complete and invoice the village appropriately. I recommend that the marking be done every other year. Line painting completed one year and the additional markings the following year.

Administration's recommendation to Village Council to utilize the RCOC contract for crosswalk and legend markings to be completed in the Village of Beverly Hills in 2023. The cost of this work is estimated at \$35,000.00. This is the same agreement that the Village entered into in 2022. PK Contracting also performed the work in 2022.

Motion by Hrydziuszko, second by O'Gorman, be it resolved that the Beverly Hills Village Council authorizes the Village to enter into an agreement with the Road Commission for Oakland County's subcontractor, PK Contracting in the amount of \$35,000.00 for

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crosswalk and legend marking in the Village of Beverly Hills for calendar year 2023 as outlined on the attached sheet. Funds are available in accounts 202-474-934.30 and 203-474-934.30

Roll Call Vote:  
Motion passed (7-0)

## **DISCUSSION ITEMS**

### **1. TREE INVENTORY AND MAINTENANCE UPDATE**

Campbell provided an overview. After assessing the trees in the Village of Beverly Hills, it is apparent that there has not been a regular tree trimming program for a long period of time. Tree trimming should be an essential service in the Village. Trimming is necessary to maintain safety, improve tree structure and health, and make the Village trees aesthetically pleasing. At a minimum, village trees should be trimmed to reduce the potential for branch failure, provide clearance for both vehicle and pedestrian traffic, and extend the life of village trees.

Administration has received proposals from multiple qualified tree care professionals who can provide block trimming programs. This service would strategically canvas the village, resulting in the trimming of all our trees, removing trees that are hazardous to life or property, grinding of stumps, and restoring land for new trees to be planted later. We have also received quotes on three different forestry aerial trucks that allow the Village to complete some of this ourselves in the future. If ordered soon, one of these trucks could be delivered by the spring of 2025. We have also received a quote from a company to complete a tree inventory. This would allow us to keep an accurate count of the trees in the Village. The Tree Keeper software will also show us useful data to help keep our trees in good shape. The software provides tree location, species, past care, potential planting sites and much more.

The Council discussed the different options provided. They discussed whether to do an inventory, assessment, tree trimming program, or combination.

Mooney stated that he did not expect the tree program to cost this much. He said he would like to see an inventory of what is already there and replace the dying trees with a diverse variety.

Hrydziuszko said she has seen a lot of very large trees and silver maples leaning. She said trees could be hollowed out from the inside from insects, disease, and rot. She said if there are dead trees that can be cut to prevent rot, that that should happen sooner rather than later.

The Council discussed having an arborist conduct an assessment before moving forward with any trimming.

George noted that the Village should be proactively identifying trees that could pose a problem.

Hrydziuszko asked for clarification on whether the trimming would be for hazards or for aesthetics. Johnston said the purpose would be to lift the canopy above roads and sidewalks, get the dead out, and trim the crown.

The Council agreed that an expert should evaluate the trees, preferably someone who is not in the tree trimming business.

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Johnston noted that an inventory would include the species, location, and health of the tree as observed from the ground.

Administration will bring an updated proposal back to Council in July.

## **2. WENDBROOK COMMUNITY FORUM FOLLOW UP**

O’Gorman provided a summary of the Community Forum held on May 20, 2023 regarding Wendbrook. A copy of the presentation is available on the Village website. He said he thought it was a successful event for the purpose of providing history, documents, and information to the public. He said about 30 people attended and there was great discussion. He went over some of the frequently asked questions from the forum and stated that he thinks they have a responsibility to get the questions answered. He reflected on some comments received about the Village’s current park assets, which are not designed for an older population. He also noted that residents have suggested a trail be included on the property. He said folks on a fixed income should also be taken into consideration.

Mooney and Abboud both attended the forum and agreed that the majority of the people in attendance were opposed to the property becoming a park. Kecskemeti said the forum was not necessarily a good sampling of support and cautioned against using it as a popular vote.

Mooney noted that O’Gorman was fair and factual in his presentation.

Hrydziuszko thanked O’Gorman for his work putting the forum together and thanked residents for attending.

O’Gorman stated that transparency is important and the next steps would be to answer the questions that were asked.

George suggested creating a standing subcommittee to help answer questions consisting of members O’Gorman, Kecskemeti, and George.

There was discussion over whether a subcommittee should be formed and whether it needed a formal vote.

Motion by Hrydziuszko, the Beverly Hills Village Council hereby forms a subcommittee of members O’Gorman, Kecskemeti, and George to answer questions related to the Wendbrook Community Forum.

As a point of order, Mooney said the creation of a subcommittee should be an agenda item.

The subcommittee item will be on the next Council meeting agenda for approval.

## **PUBLIC COMMENTS**

Lucille Nawara, Vernon, said that the Wendbrook property has basically been a nature preserve for the last thirty years. She said her background is in landscaping and that she is an artist and an educator. She showed recognition she received for developing a park in Detroit and she showed a preliminary design she created for Wendbrook. She complimented O’Gorman for being very well

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prepared at the forum. She asked that no one vote on this item until they visit the property and see if firsthand. She said Wendbrook does not need a playground and should be a place for beauty and relaxation.

Kathleen Tootell, Beverly Hills, expressed concerned about funding. She said conceptually Wendbrook seems like an interesting idea, but it will cost a lot of money. She thinks its location by the water is a liability. She asked who will monitor it. She thinks it needs more input from residents and that it would be a loss of revenue.

Pam Rijnovean, Evergreen, said the Village should take care of what it has and finish Beverly Park, trees, and roads first. She commented on the Pride resolution stating that it is a partisan issue and said the Council should be apolitical on those matters. She also said that there was buckthorn behind the Village municipal building.

Kent Anderson, Orchard Way, asked if an opinion had been rendered on Wendbrook's ownership. He said everyone he has talked to about the property is either opposed or unaware.

Nancy Beale, Sheridan, said Mooney should be on the Wendbrook subcommittee since he is clearly opposed to it. She said people she talks to are opposed to Wendbrook or unaware of it.

### **MANAGER'S REPORT**

Board/Commission Applications - Please be advised that Board/Commission applications are due June 9<sup>th</sup> to the Village Clerk and appointments are scheduled to be made at the June 20<sup>th</sup> Council meeting. Applications can be found the Village website at:

[https://www.villagebeverlyhills.com/document\\_center/Government/Application%20for%20Boards%20and%20Eligibility%20Fillable.pdf](https://www.villagebeverlyhills.com/document_center/Government/Application%20for%20Boards%20and%20Eligibility%20Fillable.pdf). If you have any questions or need assistance, please do not hesitate to contact Village Hall.

Memorial Day - The Administration would like to thank all the Memorial Day volunteers, participants, sponsors, vendors, Administrative staff, and BCTV for a wonderful 40<sup>th</sup> Annual Memorial Day Parade, Carnival, and Ceremony! We would like to thank all the folks that made this a successful event. A list of the 2023 Memorial Day sponsors is included in this packet.

Construction Update - On June 12, 2023, the road closures related to the roundabout construction will be initiated. The construction is scheduled to last until August 25, 2023. Attached is a copy of RCOC's notice sent to the neighbors along with the latest detour map.

ASI will begin restoration work on 14 Mile beginning the week of June 5<sup>th</sup>. Over the next few weeks, they will also be removing any asphalt remnants, repairing any cracked sidewalks, and repairing any damage caused by the project. After school is out, they will be addressing all outstanding other issues or defects related to the project. If any short road closures are required to correct any problems, we will inform the residents in the area and post the information online. The Village has retained \$250,000 to ensure that ASI corrects all defects.

Administrative Update - The Administration will present a proposal to address defects in Riverside Bridge at the next meeting. In addition, The Administration will also provide a Code Enforcement report at the June 20, 2023 meeting. As discussed at the last Council meeting, the Administration will be presenting to Council on June 20, 2023, the first monthly Administrative report. It will include bullet point updates along with the status of previous Council concerns. At the same time,

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the Administration will also be creating a resident response form, for residents to send complaints, concerns, issues, and/or questions. The form will be on the Village website and will allow residents to submit a form to the Village Manager or the department head who can best address their concern. Every time a form is submitted, Village staff will receive an email that includes the question or concern and the relevant contact information. This form, along with the monthly Administrative report, will also be promoted on Facebook and the weekly email blast. It will also be featured prominently on the website, giving residents another direct form to communicate directly with the Village Administration.

Municode Update - Last year, Village Council approved a contract to put the Code of Ordinances online using the Municode's online format, which is a format utilized by the vast majority of neighboring municipalities. As part of the recodification process, an attorney retained by Municode reviews our code. In July, the attorney who is completing the legal review of the Village's municipal code will present his recommendations to the Village Attorney and members of the Administrative staff.

Mooney asked on the status of the water service line verifications. Campbell stated that there were about 40% complete so far.

George asked whether the Riverside Bridge proposal will include structural and aesthetic improvements and repairs, noting that the sandstone is broken in several places.

### **COUNCIL COMMENTS**

White thanked everyone who attended the Memorial Day Parade and Carnival. He commented on a proposal in front of the City of Birmingham for Next to acquire the YMCA as their permanent location. He also commented on the noise along Woodward at 14 Mile Road and is glad to see Birmingham addressing it.

Kecskemeti said Memorial Day was lovely and she appreciated the opportunity to interact with a lot of people. She said the park looked great and thanked the Parks & Recreation Board for planning the Memorial Day events. She said people tend to talk to like-minded people and that she is always willing to have a fair and reasonable discussion. She said she is impressed by the Public Works projects that have been implemented recently. She said Wendbrook gets a lot of attention, but it is not proportional to the amount of work that is going into it. She said the gift is worth exploring and the community should be curious about its potential. She said she appreciates O'Gorman's efforts putting the forum together and remaining factual during his presentation.

O'Gorman said he appreciates everyone who attend the forum. He said the June Concert in the Park featuring One Foot in the Groove was great. He said there was good music, good food, and good weather. He asked for more speed control around the Village, especially at the Southfield and Beverly Road intersection, noting that he has seen many people run that red light.

Abboud stated the Michigan Municipal League would be voting on its core legislative principles. He said he has SEMCOG and Senior Advisory Council meetings coming up. He gave an update on Next, which serves the 50+ population, and their potential purchase of the YMCA. He said the sign subcommittee will meet in June. He loves the new plantings outside of Village Hall. He thanked Administration for doing a great job.

Mooney suggested residents look at the MNRTF application that was submitted. He said he does not think there will be enough money from the parks millage to go toward Wendbrook. He thinks the money should go toward developing the existing parks. He said he is a believer in rules and in the Charter. He said the Council has a fiduciary responsibility to do what is in the best interest of the Village. He said the character of the community is why people move to Beverly Hills. He talked about distortions that were online claiming the Abbouds were going to move into condos on the White's property, which were not true. He said being supportive of gay pride is not a partisan issue. He talked about infrastructure projects over the last twenty years. He expressed concern about the financial future of the Village. He said the need for a new park is a value judgment.

Hrydziusko thanked everyone who put a lot of work and effort into the Memorial Day Parade, Carnival, and Ceremony. She said there was discussion at the last Parks & Recreation Board meeting about dog parks, but the Board ultimately agreed that it was not a viable option for them to move forward with. She said Beverly Hills Night at the DCFC game will take place on Saturday, June 24<sup>th</sup> and encouraged people to attend. She wished everyone a Happy Pride Month and said there is inclusion for everyone in the Village. She thanked Martha White for sharing the information about the additional donation and said we are lucky to have people like them in the community.

George agreed that people should look at the MNRTF grant application. He clarified that the application was for the acquisition of the property, not development. He went over the history of the Wendbrook land division request, noting meeting dates. He encouraged people to be curious, not judgmental and to consider the sources. He said he struggles with people's statements or insinuations that there is any bad intent around the Wendbrook item. He noted that unfortunately, there have been some unworthy things said about Council members. He asked if information about the Open Meetings Act could be shared at an upcoming meeting. He talked about a Civility Project and suggested hosting one at the pavilion. He said he thought it was time to bid professional services such as Village Attorney, Planning Consultant, and Public Services/Comeau, noting that it was nothing personal. He said his goal is to build good governance and procedures. He said he has a fear of over-burdening Administration since they are good professionals. He noted that there was a 16% water rate increase approved by Council in May. He said Council has to do difficult things. He said they were able to breeze through the Business Agenda because Administration and the professionals give sound advice. He said he appreciates residents attending and watching the meetings. He said the acquisition process would require a sign to be placed at Wendbrook, but not development.

## **ADJOURNMENT**

Motion by Mooney, second by Abboud, to adjourn the meeting at 11:02 p.m.

Motion passed.

**John George**  
**Council President**

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



TO PRESIDENT GEORGE & MEMBERS OF THE VILLAGE COUNCIL. THE FOLLOWING IS A LIST OF  
EXPENDITURES FOR APPROVAL. ACCOUNTS PAYABLE RUN FROM 06/06/2023 THROUGH 06/19/2023.

ACCOUNT TOTALS:

101	GENERAL FUND	\$129,736.69
202	MAJOR ROAD FUND	\$22,997.37
203	LOCAL STREET FUND	\$14,716.81
205	PUBLIC SAFETY DEPARTMENT FUND	\$108,497.55
287	ARPA FUND	\$8,004.45
401	CAPITAL PROJECTS FUND	\$13,763.40
592	WATER/SEWER OPERATION FUND	\$508,262.72
701	TRUST & AGENCY FUND	\$865.00
	TOTAL	<u>\$806,843.99</u>
	MANUAL CHECKS- COMERICA	\$0.00
	MANUAL CHECKS- INDEPENDENT	\$0.00
	ACCOUNTS PAYABLE	<u>\$806,843.99</u>
	GRAND TOTAL	<u>\$806,843.99</u>

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DB: Beverly Hills

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Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank ARPA COMERICA - ARPA FUNDS					
06/19/2023	ARPA	14	08500	HUBBELL ROTH & CLARK INC	8,004.45
ARPA TOTALS:					
Total of 1 Checks:					8,004.45
Less 0 Void Checks:					0.00
Total of 1 Disbursements:					8,004.45
Bank COM COMERICA					
06/19/2023	COM	87149	58731	ADVANCED SECURITY & FIRE	96.00
06/19/2023	COM	87150	60816	ALYSSE HANCHETT	250.00
06/19/2023	COM	87151	60217	AMAZON CAPITAL SERVICES	1,568.21
06/19/2023	COM	87152	60447	AMY GAMBLE	250.00
06/19/2023	COM	87153	31164	APOLLO FIRE APPARATUS	814.26
06/19/2023	COM	87154	60810	ARIANA MENTZEL	250.00
06/19/2023	COM	87155	51802	ARROW OFFICE SUPPLY CO.	170.71
06/19/2023	COM	87156	60809	BARBARA SPENCER	250.00
06/19/2023	COM	87157	32748	BEIER HOWLETT, P.C.	650.00
06/19/2023	COM	87158	51409	BEVERLY HILLS ACE	240.31
06/19/2023	COM	87159	02400	BEVERLY HILLS WATER DPT	1,396.35
06/19/2023	COM	87160	30861	BLUE CARE NETWORK	45,638.53
06/19/2023	COM	87161	50489	BOB ADAMS TOWING	111.78
06/19/2023	COM	87162	60818	BRIAN BUTTERFIELD	250.00
06/19/2023	COM	87163	59347	CINTAS CORPORATION #31	91.74
06/19/2023	COM	87164	31925	COALITION OF PUBLIC SAFETY	17,627.74
06/19/2023	COM	87165	31987	COLMAN-WOLF SANITARY	579.28
06/19/2023	COM	87166	51439	COMCAST	141.85
06/19/2023	COM	87167	04500	COMEAU EQUIPMENT CO INC.	36,044.13
06/19/2023	COM	87168	50826	CONSUMERS ENERGY	581.19
06/19/2023	COM	87169	58648	CTS-COMPANIES	457.75
06/19/2023	COM	87170	60593	DANIELLE GRAY	250.00
06/19/2023	COM	87171	60806	DAVID FABBRI	500.00
06/19/2023	COM	87172	52025	DETROIT SALT COMPANY	5,625.99
06/19/2023	COM	87173	51385	DTE ENERGY	7,018.06
06/19/2023	COM	87174	60372	EAGLE LANDSCAPING & SUPPLY	1,532.00
06/19/2023	COM	87175	59813	FIRE DEFENSE EQUIPMENT CO.	51.94
06/19/2023	COM	87176	49646	GUNNERS METERS & PARTS INC.	260.00
06/19/2023	COM	87177	08500	HUBBELL ROTH & CLARK INC	20,951.08
06/19/2023	COM	87178	59724	IMS ALLIANCE	19.15
06/19/2023	COM	87179	39070	J.H. HART URBAN FORESTRY	596.00
06/19/2023	COM	87180	59423	JAMES HEALY	720.00
06/19/2023	COM	87181	60813	JANE DIGNET-SMITH	250.00
06/19/2023	COM	87182	33083	JAX KAR WASH	629.16
06/19/2023	COM	87183	59324	JCR SUPPLY, INC.	337.13
06/19/2023	COM	87184	60815	JEFFREY HOLLAND	250.00
06/19/2023	COM	87185	09300	KELLER THOMA	1,093.75
06/19/2023	COM	87186	58974	KERRY CALLAGHAN	500.00
06/19/2023	COM	87187	60638	KNOX	1,378.00
06/19/2023	COM	87188	60077	KRISTIN RUTKOWSKI	26.75
06/19/2023	COM	87189	60814	KYLEEN SUMMERS	250.00
06/19/2023	COM	87190	59928	LAURA BERKAW	250.00
06/19/2023	COM	87191	60408	LEXIPOL	4,579.38
06/19/2023	COM	87192	60817	MARTIN BLUMENTRITT	250.00
06/19/2023	COM	87193	60774	METRO DETROIT INTEGRATED SYSTEMS	29,069.61
06/19/2023	COM	87194	60819	METRO ENVIRONMENTAL SERVICES, INC.	12,608.50
06/19/2023	COM	87195	58977	MICHAEL EBERHARDT	250.00
06/19/2023	COM	87196	59799	MICHAEL MINEWISER	250.00
06/19/2023	COM	87197	60335	MICHAEL ZIEGELE	250.00
06/19/2023	COM	87198	52030	MICHIGAN GRAPHICS & AWARDS	85.00
06/19/2023	COM	87199	59330	MIKE SAVOIE CHEVROLET	102.20
06/19/2023	COM	87200	58903	MUNIWEB	215.00
06/19/2023	COM	87201	60811	NICOLE CASSADY	250.00
06/19/2023	COM	87202	51751	O.C.W.R.C.	39,869.83
06/19/2023	COM	87203	50830	OAKLAND COUNTY TREASURER'S	390,234.93
06/19/2023	COM	87204	60808	PAMELA YORK	250.00
06/19/2023	COM	87205	60807	PATRICIA KEEFER	250.00
06/19/2023	COM	87206	60713	PITNEY BOWES BANK PURCHASE POWER	500.00
06/19/2023	COM	87207	50502	PITNEY BOWES CREDIT CORP.	295.14
06/19/2023	COM	87208	16100	ROAD COMMISSION FOR OAKLAND	521.54
06/19/2023	COM	87209	16500	S.O.C.R.R.A.	36,856.00
06/19/2023	COM	87210	16600	S.O.C.W.A.	68,445.76
06/19/2023	COM	87211	59282	SAFEBUILT INC.	42,840.62
06/19/2023	COM	87212	60665	SHANNON LAMB	250.00
06/19/2023	COM	87213	59763	SIGNS & MORE	240.00
06/19/2023	COM	87214	60812	SKYLER GIBSON	250.00
06/19/2023	COM	87215	38145	SOUTHFIELD POSTAL SERVICE	3,137.90

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DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS  
CHECK DATE FROM 06/19/2023 - 06/19/2023

Page: 2/2

Check Date	Bank	Check	Vendor	Vendor Name	Amount
06/19/2023	COM	87216	17700	SUNSET MAINTENANCE SERVICE	1,200.00
06/19/2023	COM	87217	31043	THOMAS J RYAN PC.	9,937.50
06/19/2023	COM	87218	53564	WEX BANK	5,001.83
06/19/2023	COM	87219	53572	WOW! BUSINESS	291.96
06/19/2023	COM	87220	20900	ZIP ETC INC	608.00

COM TOTALS:

Total of 72 Checks:	798,839.54
Less 0 Void Checks:	0.00
Total of 72 Disbursements:	798,839.54

REPORT TOTALS:

Total of 73 Checks:	806,843.99
Less 0 Void Checks:	0.00
Total of 73 Disbursements:	806,843.99





**To:** Honorable Council President George; Members of Village Council  
Jeff Campbell, Village Manager

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

**Subject:** Various Board/Commission Appointments

**Date:** June 13, 2023

Several board and commission members' terms expire on June 30, 2023. Announcements of these vacancies were made at the May 2<sup>nd</sup> and May 16<sup>th</sup> Council meetings as well as published on the Village website, Facebook page, and in the weekly emails. Applications were due Friday, June 9, 2023.

Pursuant to Council policy, a subcommittee has been formed for each board/commission to review the new applicants and those members who wish to be considered for reappointment. Subcommittees will meet on Tuesday night in the conference room prior to the regular Council meeting.

The following summarizes the vacancies and applicants for each board/commission whose application we received by the deadline. Next to the current member's name I have indicated their attendance record and when they were first appointed.

As a reminder, the policy for determining eligibility for reappointment is:

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

#### **Birmingham Area Cable Board**

Subcommittee: Mooney (chair), Hrydziuszek, Kecskemeti

1 Vacancy – July 1, 2023 to June 30, 2026

- Christopher Dobies is seeking reappointment. Dobies was appointed in 2022 and has a 100% attendance rate (4/4 meetings).

#### **Parks & Recreation Board**

Subcommittee: Hrydziuszko (chair), O’Gorman, White  
Tuesday, June 20, 6:45 p.m.

**3 Vacancies – July 1, 2022 to June 30, 2025**

- Molly Borgon is seeking reappointment. Borgon was appointed in 2014 and has an 89% attendance rate over the last term (25/28 meetings).
- Matt Goodrich is seeking reappointment. Goodrich was appointed in 2016 and has an 89% attendance rate over the last term (25/28 meetings).
- Greg Ross is seeking reappointment. Ross was appointed in 2020 and has an 82% attendance rate (23/28 meetings).
- New applicants: Mark Barron, Scott Beach, Timothy Makar, Leslie Rott

**Planning Commission**

Subcommittee: O’Gorman (chair), Abboud, George  
Tuesday, June 20, 7:00 p.m.

**3 Vacancies – July 1, 2023 to June 30, 2026**

- Charles Copeland is seeking reappointment. Copeland was appointed in 2017 and has an 83% attendance rate over the last term (24/29 meetings).
- New applicants: Scott Beach, Joshua Denzler, Robin Dillard-Russaw, Elizabeth Koreman, Timothy Makar

**Zoning Board of Appeals**

Subcommittee: White (chair), Kecskemeti, Mooney  
Tuesday, June 20, 7:15 p.m.

**3 Full Member Vacancies and 1 Alternate Member Vacancy – July 1, 2023 to June 30, 2026**

- Timothy Makar is seeking reappointment. Makar was appointed in 2021 and has a 100% attendance rate over the last term (9/9 meetings).
- Alternate Leslie Rott is seeking a full member term. Rott was appointed in 2021 and has a 50% attendance rate (6/12 meetings, as needed)
- New applicants: Mark Barron, Scott Beach, Joshua Denzler, Elizabeth Koreman

**Recommended Resolutions:**

Be it resolved, the Beverly Hills Village Council appoints [name] to the [board/commission name] for a full term beginning July 1, 2023 and ending June 30, 2026.



# Update on Sidewalk Connector Project and Associated Grants

B2

# PRESENTATION PURPOSE

- Recap of Sidewalk Connector Project
- Update on Transportation Alternative Program (“TAP”) and Safe Routes to School (“SRTS”) Awards
- Update on Project Requirements & Scope
- Update on Project Timeline & Next Steps

# RECAP OF PROJECT PLAN GOALS

## ■ Promote Safety

- Provide a more complete sidewalk system with pedestrian safety as its basis

## ■ Build an Attractive System

- Preserve natural beauty areas ,existing natural features and high-quality vegetation.

## ■ Provide a Useful and Connected System

- Plan sidewalk routes to connect schools and recreational amenities
- Design sidewalk systems that encourage use

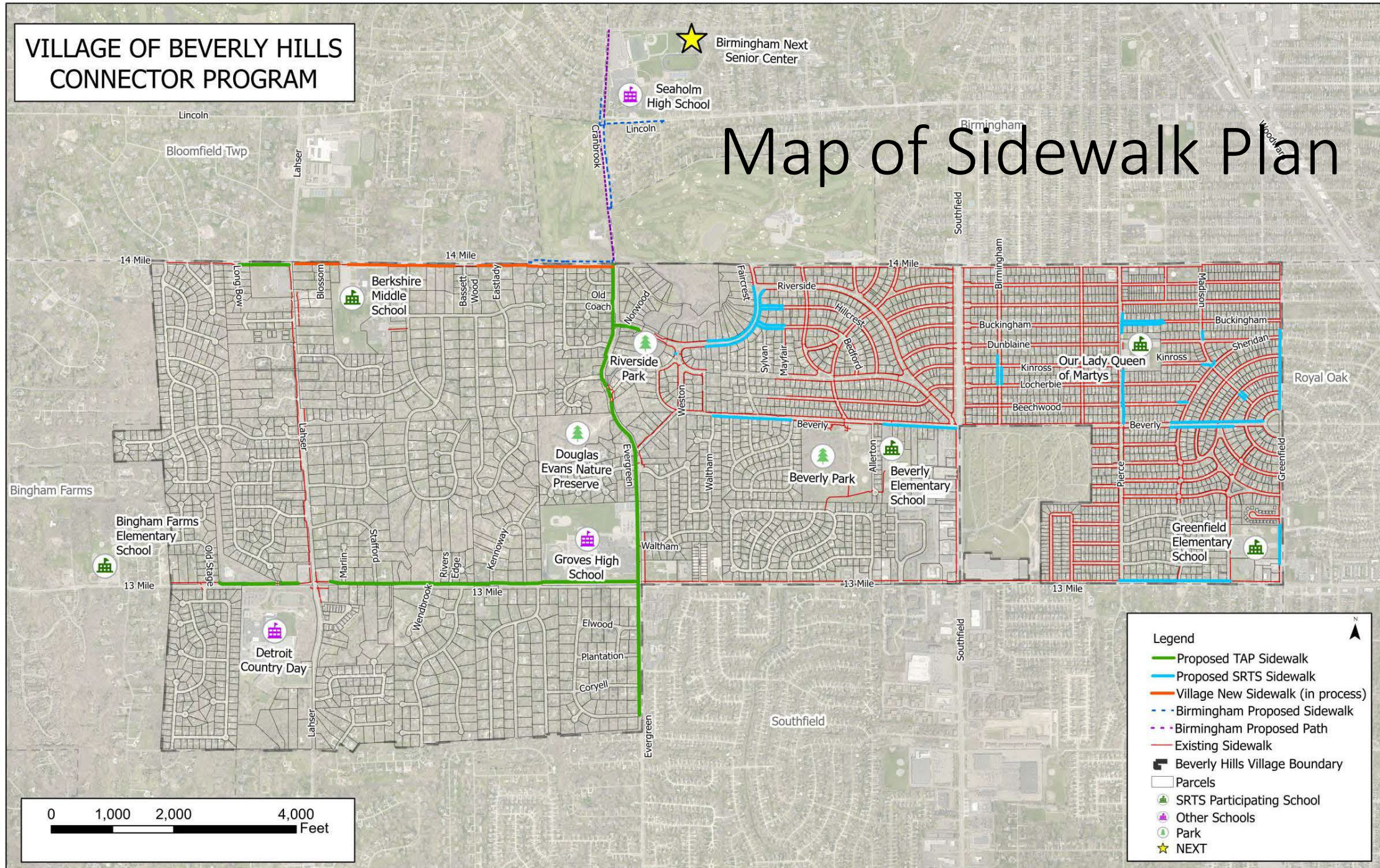
# PROJECT FUNDING

- Intent of 2001 Pathway Plan is to secure as much funding as possible.
- Funding Sources
  - SEMCOG Transportation Alternatives Program (TAP) Grant
  - Safe Routes to School (SRTS)
  - Village of Beverly Hills General Fund
- Preliminary Construction Cost Estimates with Matches
  - The TAP portion of the Project includes I 4 Mile Road (West Village Limits to Lahser), I 3 Mile Road (Old Stage to Evergreen) & Evergreen Road (I 4 Mile to South Village Limits).
  - The SRTS portion of the Project connects gaps in sidewalks throughout the Village of Beverly Hills.
  - A map of areas is included on the next slide.



# VILLAGE OF BEVERLY HILLS CONNECTOR PROGRAM

## Map of Sidewalk Plan





# TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

- Awarded TAP funding in November of 2022 with a grant summary provided by SEMCOG in February of 2023.
- TAP is a competitive grant program is a competitive grant program that uses federal transportation funds designated by Congress for specific activities that enhance the intermodal transportation system and provide safe alternative transportation options.
- The TAP portion of the project includes 14 Mile Road (West Village Limits to Lahser), 13 Mile Road (Old Stage to Evergreen) & Evergreen Road (14 Mile to South Village Limits).
- Amount of TAP award the Village received is \$1,643,000 (59.46% of construction costs)
  - The total construction cost is \$2,763,000
  - The Village match requirement is currently \$1,120,000
  - Engineering costs are not included
- Scope of Project
  - The Village is attempting to determine what current sidewalk infrastructure can be maintained or kept and if any new areas need to be added.





# SAFE ROUTES TO SCHOOL (SRTS)

- SRTS Funds awarded to the Village of Beverly Hills in March of 2023.
- SRTS is a federal program to make it safe, convenient, and fun for children, including those with disabilities, to bicycle and walk to school.
- The Village received SRTS funds in the amount of \$1,320,000
  - Six schools are a part of the grant – Greenfield Elementary, OLQM (2 schools), Beverly Elementary, Berkshire Middle, and Groves High School.
  - No match required but the cost of the sidewalk work included in the SRTS grant application was \$1,882,308. Under the current scope, the Village must pay for \$562,308 of the cost.
  - Engineering costs are not included.  
was \$1,882,308. Under the current scope, the Village must pay for \$562,308 of the cost.
- Scope of Project
  - Village needs to determine if portions of project could be altered (potentially reducing some sidewalk connections).
  - The schools must agree to changes in the scope of the project.



# PHOTOS OF SIDEWALK



Sidewalk installed on 14 Mile in 2022.

# CURRENT PROJECT BUDGET

## TAP

		FY Budget Breakdown of VBH TAP Costs of \$1,850,000			
Total Project Cost		FY 24	FY 25	FY 26	
Construction Costs	\$ 2,763,000				
(TAP Award - reduces const. costs)	\$ (1,643,000)	\$ 5,600	\$780,080	\$ 334,320	\$ 1,120,000
Engineering Costs	\$ 730,000	\$275,900	\$317,870	\$ 136,230	\$ 730,000
VBH Total Costs	\$ 1,850,000				\$ 1,850,000

## SRTS

		FY Budget Breakdown of VBH SRTS Costs of \$1,052,308			
Total Project Cost		FY 24	FY 25	FY 26	
Construction Costs	\$ 1,882,308				
(SRTS Award - reduces const. costs)	\$ (1,320,000)	\$ 28,115	\$373,935	\$ 160,258	\$ 562,308
Engineering Costs	\$ 490,000	\$186,000	\$213,000	\$ 91,000	\$ 490,000
VBH Total Costs	\$ 1,052,308				\$ 1,052,308

\*This does not include any potential financing option with the State Infrastructure Bank.

# PROPOSED PROJECT TIMELINE

- June 2023 – Finish Topographical Survey
- July 2023 – Begin Design Engineering
- November 2023 - Preliminary Grading Submittal
- December 2023 - Preliminary Grading Meeting
- January 2024 - Final ROW
- February 2024 - Final Documents to MDOT
- March/April 2024 - MDOT Final Submittal
- June/July 2024 - MDOT Bidding
- September 2024 - Construction Begins
- 2025 – Construction is completed

# NEXT STEPS

- Determine if there is modified scope of work for TAP and/or SRTS and, if necessary, modify the existing scope of work.
- Continue the necessary engineering work to meet the program deadlines required by TAP and SRTS.
- Determine if some construction work can begin in 2024 or it all will be completed in 2025.
- Determine if the bids for the project are within 10% of the approved costs contained in the award letter and application. If bids are over 10% of the estimated project costs, the project can be modified and/or rebid.
- Be ready to get construction underway during the 2024 calendar year.



# QUESTIONS/COMMENTS



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**To: Honorable President George and Village Council**

**From: Jeff Campbell**

**Date: 6/16/23**

**RE: Design Engineering Proposal from HRC for Transportation Alternative Program (TAP) portion of the Village's Sidewalk Connector Program**

---

To move forward on the Sidewalk Connector Program, the Village needs to conduct engineering design work before we can bid out the sidewalk connector project. There are two separate design engineering proposals for your consideration. Attached is a proposal associated with the funding received from the Transportation Alternative Program (TAP) grant. The TAP portion of the sidewalk project includes the installation of sidewalks at the following locations:

- 14 Mile Road (Robinhood Drive to Lahser Road)
- 13 Mile Road (Old Stage to Evergreen)
- Evergreen Road (14 Mile to Embassy)

**A map of the Sidewalk Connector Program is attached. The green lines represent the TAP portion of the Connector Program.**

HRC will be present to discuss the proposal.

**Recommended Resolution:**

Be it Resolved that Village Council approves the proposal from HRC to move forward with the design engineering for the Transportation Alternative Program portion of the sidewalk connector project. Funding is available in account no. 401-900-974.05.

June 12, 2023

Village of Beverly Hills  
18500 13 Mile Road  
Beverly Hills, Michigan 48025

Attn: Mr. Jeffrey Campbell, Village Manager

Re: Transportation Alternatives Program (TAP) Safety Path Program  
Proposal for Professional Design Services

HRC Job No. 20210547

Dear Mr. Campbell:

Hubbell, Roth & Clark, Inc. (HRC) is pleased to submit this proposal to provide professional design services for the subject project. In summary, our understanding of the work involves the necessary tasks and stakeholder engagement to design new pathways, boardwalk(s), retaining walls and other associated features in areas generally described by the following:

- ≡ 14 Mile Road, Long Bow Court to Lahser Road
- ≡ 13 Mile Road, Old Stage Road to Evergreen Road
- ≡ Evergreen Road, 14 Mile Road to South Village Limits

Our scope of work is based on information gathered during the Transportation Alternatives Program (TAP) Grant application process, historical knowledge of the Village, its infrastructure and pedestrian connectivity objectives and our experienced staff of licensed engineers and CAD technicians. In summary, our services would include Village and stakeholder engagement activities, site analysis and planning, regulatory coordination and construction drawing and specification development for the proposed installation of over 3.0 miles of sidewalks including associated elevated boardwalks and detailed Americans with Disabilities Act (ADA) ramps and related features.

Our scope of Professional Design Services would include the completion of the following tasks:

- Project Work Plan/Review of LAP Design Guidelines
- Existing Utility Review/Base Plan Development
- Easement/ROW Review & Recommendation
- Existing Utility Confirmation Plans/Correspondence
- Permit Investigation
- Site Visits/Collection of Utility Drop Information
- Special Structure Meeting w/ MDOT
- Boardwalk Design, Calculations and Alternative Analysis
- Preliminary Plan Preparation (50% to Owner)
- Site Walkthrough Meeting
- Retaining Wall Design and Specification Development
- Develop Detailed Grading Sheets for ADA Conformance
- Submit Permits/Permitting
- Technical Specification Development
- Prepare Cost Estimate and Project Schedule
- MDOT GI Plan Submittal
- MDOT GI Plan Submittal Meeting
- Submit Certification for ROW/Easements
- Submit Final Construction Drawings & Specifications
- Develop Comprehensive List of Submittals
- Package Contract Documents for Bidding
- Design Phase Deliverables
- Attend Pre-Bid Meeting and Prepare Meeting Summary
- Address Questions During Bidding & Prepare Addenda
- Certification of Contractor Selection & Request to Award
- Prepare Issued for Construction Documents

Delhi Township  
2101 Aurelius Rd.  
Suite 2A  
Holt, MI 48842  
517-694-7760

Detroit  
535 Griswold St.  
Buhl Building, Ste 1650  
Detroit, MI 48226  
313-965-3330

Grand Rapids  
1925 Breton Road SE  
Suite 100  
Grand Rapids, MI 49506  
616-454-4286

Howell  
105 W. Grand River  
Howell, MI 48843  
517-552-9199

Jackson  
401 S. Mechanic St.  
Suite B  
Jackson, MI 49201  
517-292-1295

Kalamazoo  
834 King Highway  
Suite 107  
Kalamazoo, MI 49001  
269-665-2005

Lansing  
215 S. Washington SQ  
Suite D  
Lansing, MI 48933  
517-292-1488



Our scope of Stakeholder Engagement Activities would include the completion of the following tasks:

- Stakeholder Meetings
- Design Guideline Development/Workshop w/ Infrastructure Committee
- Community Walkthrough/Proposed Alignment Review
- Response to Stakeholder Questions
- MDOT Program Application & NEPA Review

A detailed description of the work involved with each of the tasks listed above has been provided and is attached to this proposal for your review.

**Services excluded from this Proposal:**

HRC has excluded easements and/or right-of-way acquisition services from our proposal. At this time, it is unknown if additional easements or right-of-way will be required to construct the pathway. Should additional property be required, HRC can provide a separate proposal for these services upon request.

This proposed fee does not include construction engineering services. HRC would welcome the opportunity to provide these services which we feel are vital to the successful construction of the proposed project. We would appreciate the opportunity to discuss these services as the project gets closer to the letting date and can issue a subsequent proposal for these services under separate cover.

**Anticipated Project Schedule:**

The Village of Beverly Hills received a TAP Grant for the construction of the subject project. As such, the project planning requirements strictly adhere to MDOT Local Agency Program (LAP) schedules (please refer to the attached LAP Fiscal Year (FY) 2023 Project Planning Guide for an example schedule, the FY 2024 Project Planning Guide has not been released yet but would follow a similar structure). HRC is prepared and staffed to proceed immediately following the Village's authorization to proceed, however, any delay in project startup may push back planned letting (bid) dates. Additionally, it is advised to bid projects as early in the FY as possible to ensure that monies are available to fund the project as the LAP TAP has occasionally overcommitted funds and depleted its allotted balance prior to funding all the projects during the FY. HRC would highly recommend that the Village plan to bid the project no later than June 2024. Assuming HRC receives authorization for design on June 20, 2023, below is a tentative design engineering schedule for the project:

Authorization to proceed with Design Engineering	June 20, 2023
Preliminary Pathway Alignment	July 2023
Meeting with Stakeholders	August 2023
GI Submittal	November 2023
GI Meeting	December 2023
Submit Final ROW	January 2024
Submit Final Documents to MDOT	February 2024
MDOT Final Submittal	March 2024
MDOT Bidding	June 2024

**Fees for Services:**

A breakdown of the items of work within each task of the project along with our estimated hours and associated fees are provided in the attached Table 1. As shown, our proposed total not-to-exceed fee for professional design engineering services as described in this Proposal is \$168,850.00. We would propose to perform this work at our standard hourly rates. This amount will not be exceeded without prior Village authorization and only due to an increase in project scope or requested stakeholder involvement.

If you have any questions regarding this Proposal or require any additional information, please do not hesitate to contact us at (248) 454-6300. We appreciate the opportunity to submit this proposal and look forward to working with the Village of Beverly Hills on your project.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Bradley Shepler, P.E.  
Senior Associate

pc: Village of Beverly Hills; Neil Johnston  
HRC; D. Mitchell, J. Nagle, File

**Village of Beverly Hills  
Sidewalk Connector Program  
TAP Grant Project**

**SCOPE OF WORK**

**Design Engineering**

**June 12, 2023  
HRC Job Number: 20210547**

**Task 1 – Project Work Plan Development/Review of LAP Design Guidelines**

HRC will work with the Village and SEMCOG to refine the scope and limits of the proposed sidewalk and develop a plan to define the responsibilities, deliverables, coordinations, lines of communications, milestone schedule, risks and mitigation techniques, potential roadblocks, etc. HRC will also review the most current MDOT Local Agency Program (LAP) design guidelines to ensure all drawings and specifications are developed to proper standards for regulatory reviews.

**Task 2 – Existing Utility Review/Base Plan Development**

HRC will take the design files as developed from the results of topographic survey service work and develop the base plans for project, cut the plan sheets into a scaleable dimension and enter known utility information. HRC will submit a Miss Dig ticket to notify the private utility companies in the project area of the upcoming project and collect, record and review quarter-section and/or record drawings from the utilities. HRC will compare the submitted drawings with the topographic survey and field investigation.

**Task 3 – Easement/ROW Review & Encroachment Analysis**

HRC will review the conceptual alignments and anticipated limits of disturbance and report to the Village any areas which may require easements to complete the work or recommendations for mitigation of the need for the easement. Preliminarily, it appears that there are areas along 13 Mile Rd and Evergreen Rd that have significant landscaping encroachments into the right-of-way and/or may require easements to construct the proposed sidewalk. Because this project is utilizing federal funds, federal easement acquisition rules must be used to obtain any permanent or temporary easements. These federal easement acquisition rules require lengthy timelines so identifying these easement areas is a critical step in the design process.

**Task 4 – Existing Utility Confirmation Plans/Correspondence**

HRC will draw the existing utilities on the base plans and send to the companies with known utilities in the area for confirmation on location and accuracy.

**Task 5 – Permit Investigation**

HRC will investigate the permits necessary for the project. For this project it appears that a Joint Permit Application through EGEL will be necessary as well as a Soil Erosion & Sedimentation Control (SESC) Permit from the WRC. In addition, an RCOC permit may be necessary should any improvements encroach into their ROW and a WRC Drain permit may be necessary should we need to raise or lower any sewer structures in the project area. Further investigation will provide information on any other permits that may be necessary.

**Delhi Township**  
2101 Aurelius Rd.  
Suite 2A  
Holt, MI 48842  
517-694-7760

**Detroit**  
535 Griswold St.  
Buhl Building, Ste 1650  
Detroit, MI 48226  
313-965-3330

**Grand Rapids**  
801 Broadway NW  
Suite 215  
Grand Rapids, MI 49504  
616-454-4286

**Howell**  
105 W. Grand River  
Howell, MI 48843  
517-552-9199

**Jackson**  
401 S. Mechanic St.  
Suite B  
Jackson, MI 49201  
517-292-1295

**Kalamazoo**  
834 King Highway  
Suite 107  
Kalamazoo, MI 49001  
269-665-2005

**Lansing**  
215 S. Washington SQ  
Suite D  
Lansing, MI 48933  
517-292-1488

#### Task 6 – Site Visits/Collection of Utility Drop Information

HRC will visit the project as necessary to obtain perspective and collect additional information as necessary. Utility structure drops (i.e. pipe invert elevation data collection) will be collected on an as-needed basis by staff intimately involved in developing the construction drawings.

#### Task 7 – Special Structure Meeting w/ MDOT

HRC will conduct and memorialize a meeting with MDOT to review the requirements for special structures within the project including any boardwalks or retaining walls, review the preliminary design concepts of the special structures needed for the project and review any existing features that can be utilized in lieu of special structures and

#### Task 8 – Boardwalk Design, Calculations and Alternative Analysis

HRC will locate the potential need for boardwalk sections within the proposed sidewalk network and review with Village staff the feasibility of installation. HRC will provide a benefit and life cycle cost analysis for alternative boardwalk types including custom build and pre-fabricated and provide example visuals for Village review. Once the location, type and size of boardwalk has been selected, HRC will complete calculations for the design of the proposed boardwalk and abutments and develop construction requirements for the installation.

#### Task 9 – Preliminary Plan Preparation (50% Plan Submittal to Owner)

HRC will develop construction drawings in compliance with MDOT LAP guidelines. HRC will submit these plans to the Village at 50% completion for review and comment. All construction drawings for the proposed project will be prepared to industry standard and include the proposed alignment and potential location of accessory structures for discussion. Plan sheets will be developed on 22" x 34" sized sheets.

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#### Task 12 – Develop Detailed Grading Sheets for ADA Conformance

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### **Stakeholder Engagement**

#### Task 1 – Design Guideline Development/Workshop w/ Infrastructure Committee

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### Task 3 – Stakeholder Meetings (up to 5)

HRC will conduct individualized stakeholder site meetings as requested and with authorization from the Village to answer specific questions stakeholders may have regarding the location of the proposed sidewalk near their property, the impacts of any landscaping or encroachments that may be within the limits of disruption and the envisioned finished product. There are over 50 properties with frontage along the proposed sidewalk route, we don't foresee that all of these impacted stakeholders will want individual meetings but from our experience, a certain portion will want a separate meeting to address their questions.

### Task 4 – Responses to Stakeholder Questions

HRC will respond to stakeholder questions as they are received via e-mail or phone. These questions will be routed through Village staff to the extent possible. Any phone calls will be transcribed and sent to the Village for record to the best of our ability.

### Task 5 – MDOT Program Application & NEPA Review

HRC will complete the required Program Application - Form 0260 and Environmental Review (NEPA) – Form 5323 in line with the MDOT LAP process and timeline. The Program Application will entail verifying information on project location and scope, documentation of work zone safety and mobility, funding/estimate information and certification, utility coordination certification, ROW certification, and construction engineering information and certification. The program application will be updated and submitted accordingly based on project needs and schedule. As part of the Environmental Review process, HRC will evaluate and clear the project for potential impacts including but not limited to wetlands, floodplains, water quality, lakes and streams, threatened and endangered species, historic properties and archeological resources, recreational areas, contaminated sites, and environmental justice. The environmental review and evaluation is site and scope specific and will cover all areas impacted by the project. Mitigation measures and/or permits may be required if any potential impacts are identified. This undertaking will be based on the MDOT LAP environmental review process and will follow the MDOT LAP project schedule to ensure that environmental review clearance is obtained prior to final plan submittal to MDOT. This timeline is necessary to ensure funds are obligated within the desired project timeline.



**VILLAGE OF BEVERLY HILLS  
SIDEWALK COONECTOR PROGRAM (TAP GRANT)  
DESIGN ENGINEERING**

**TABLE 1  
ESTIMATED HOURS AND FEES**

June 12, 2023

HRC Job No. 20210547

Task Description	Senior Associate	Structural Engineer	Civil/Site Manager	Transportation Engineer	Staff Engineer	Graduate Engineer I	CADD Technician	Total Hours
<b>Sidewalk Connector Program (TAP Grant)</b>								
<b>Design Engineering</b>								
1 Project Work Plan Development/Review of LAP Design Guidelines	4	-	8	4	4	4	-	24
2 Existing Utility Review/Base Plan Development	1	-	12	-	8	32	88	141
3 Easement/ROW Review & Recommendation	4	-	8	4	-	-	-	16
4 Existing Utility Confirmation Plans/Correspondence	1	-	8	-	12	16	8	45
5 Permit Investigation	1	-	8	-	4	8	-	21
6 Site Visits/Collection of Utility Drop Information	-	-	-	-	-	24	24	48
7 Special Structure Meeting w/ MDOT	2	8	-	-	8	-	-	18
8 Boardwalk Design, Calculations and Alternative Analysis	4	32	4	-	-	-	24	64
9 Preliminary Plan Preparation (50% Plan Submittal to Owner)	8	2	24	-	8	48	64	154
10 Site Walkthrough Meeting	4	-	8	-	-	-	-	12
11 Retaining Wall Design and Specification Development	16	8	16	-	-	-	24	64
12 Develop Detailed Grading Sheets for ADA Conformance	2	-	8	4	16	24	32	86
13 Submit Permits/Permitting	1	-	2	4	4	-	-	11
14 Technical Specification Development	8	4	12	-	8	8	-	40
15 Prepare Cost Estimate and Project Schedule	2	2	4	2	4	8	-	22
16 MDOT GI Plan Submittal	8	-	24	2	16	32	40	122
17 MDOT GI Plan Submittal Meeting	4	-	4	2	-	8	-	18
18 Submit Certification for ROW/Easements	1	-	4	4	-	-	-	9
19 Submit Final Construction Drawings & Specifications	12	-	24	-	8	32	40	116
20 Develop Comprehensive List of Submittals	1	-	4	-	-	6	-	11
21 Package Contract Documents for Bidding	-	-	2	-	-	8	8	18
22 Design Phase Deliverables	-	-	2	-	-	4	-	6
23 Attend Pre-Bid Meeting and Prepare Meeting Summary	2	-	4	-	-	4	-	10
24 Address Questions During Bidding & Prepare Addenda	2	-	4	-	-	4	8	18
25 Certification of Contractor Selection & Request to Award	1	-	4	-	-	2	-	7
26 Prepare Issued for Construction Documents	1	-	4	-	-	8	12	25
Subconsultant Geotechnical Services								
<b>Subtotals</b>	<b>90</b>	<b>56</b>	<b>202</b>	<b>26</b>	<b>100</b>	<b>280</b>	<b>372</b>	<b>1,126</b>
<b>Stakeholder Engagement</b>								
1 Design Guideline Development/Workshop w/ Infrastructure Committee	8	-	12	-	-	-	-	20
2 Community Walkthrough/Proposed Alignment Review	8	-	16	-	-	20	-	44
3 Stakeholder Meetings (up to 5)	10	-	20	-	8	-	-	38
4 Responses to Stakeholder Questions	20	16	32	-	8	-	-	76
5 MDOT/Program Application Development	4	-	20	53	16	-	-	93
<b>Subtotals</b>	<b>50</b>	<b>16</b>	<b>100</b>	<b>53</b>	<b>32</b>	<b>20</b>	<b>-</b>	<b>271</b>
<b>DESIGN ENGINEERING PROJECT TOTALS</b>	<b>140</b>	<b>72</b>	<b>302</b>	<b>79</b>	<b>132</b>	<b>300</b>	<b>372</b>	<b>1,397</b>

**ESTIMATED FEE SUMMARY**

PERSONNEL	HOURS	RATE	TOTAL
Senior Associate	140	\$ 164.00	\$ 22,960.00
Structural Engineer	72	\$ 135.00	\$ 9,720.00
Civil/Site Manager	302	\$ 127.00	\$ 38,350.00
Transportation Engineer	79	\$ 115.00	\$ 9,090.00
Staff Engineer	132	\$ 120.00	\$ 15,840.00
Graduate Engineer I	300	\$ 100.00	\$ 30,000.00
CADD Technician	372	\$ 75.00	\$ 27,900.00

**TOTAL ESTIMATED HRC LABOR COST \$ 153,850.00**

**TOTAL SUBCONSULTANT FEE \$ 15,000.00**

**TOTAL LUMP SUM NOT-TO-EXCEED \$ 168,850.00**





**To: Honorable President George and Village Council**

**From: Jeff Campbell**

**Date: 6/16/23**

**RE: Design Engineering Proposal from HRC for Safe Routes to School portion of the Village's Sidewalk Connector Program**

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To move forward on the Sidewalk Connector Program, the Village needs to conduct engineering design work before we can bid out the sidewalk connector project. There are two separate design engineering proposals for your consideration. Attached is a proposal associated with the funding received from the Safe Routes to School (SRTS) portion of the grant. The SRTS portion of the project connects gaps in sidewalks throughout the Village.

**A map of the Sidewalk Connector Program is attached. The blue lines represent the SRTS portion of the Connector Program.**

HRC will be present at the meeting to discuss the proposal.

**Recommended Resolution:**

Be it Resolved that Village Council approves the proposal from HRC to move forward with the design engineering for the Safe Routes to School portion of the sidewalk connector project. Funding is available in account no. 401-900-974.06.

June 15, 2023

Village of Beverly Hills  
18500 13 Mile Road  
Beverly Hills, Michigan 48025

Attn: Mr. Jeffrey Campbell, Village Manager

Re: Safe Routes to School (SRTS) Safety Path Program  
Proposal for Professional Design Services

HRC Job No. 20211142

Dear Mr. Campbell:

Hubbell, Roth & Clark, Inc. (HRC) is pleased to submit this proposal to provide professional design services for the subject project. Our scope takes into consideration the proposed reduced scope Safe Route to School (SRTS) project that has yet to be approved by the schools and SEMCOG. In summary, our understanding of the reduced scope of work involves the necessary tasks and stakeholder engagement to design over 2.2 miles of sidewalk in 13 different areas throughout the Village to eliminate gaps and connect the existing non-motorized sidewalk network to enable and encourage children to safely walk and bike to the local schools and allow safe and linked pedestrian access for all Village residents.

Our scope of work is based on information gathered during the SRTS Grant application process, historical knowledge of the Village, its infrastructure and pedestrian connectivity objectives and our experienced staff of licensed engineers and CAD technicians. In summary, our services would include Village and stakeholder engagement activities, site analysis and planning, regulatory coordination and construction drawing and specification development for the proposed installation of over 2.2 miles of sidewalks including detailed Americans with Disabilities Act (ADA) ramps and related features.

Our scope of Professional Design Services would include the completion of the following tasks:

- Project Work Plan/Review of LAP Design Guidelines
- Existing Utility Review/Base Plan Development
- Easement/ROW Review & Recommendation
- Existing Utility Confirmation Plans/Correspondence
- Permit Investigation
- Site Visits/Collection of Utility Drop Information
- Preliminary Plan Preparation (50% to Owner)
- Site Walkthrough Meeting
- Retaining Wall Design and Specification Development
- Develop Detailed Grading Sheets for ADA Conformance
- Submit Permits/Permitting
- Prepare Issued for Construction Documents
- Technical Specification Development
- Prepare Cost Estimate and Project Schedule
- MDOT GI Plan Submittal
- MDOT GI Plan Submittal Meeting
- Submit Certification for ROW/Easements
- Submit Final Construction Drawings & Specifications
- Develop Comprehensive List of Submittals
- Package Contract Documents for Bidding
- Design Phase Deliverables
- Attend Pre-Bid Meeting and Prepare Meeting Summary
- Address Questions During Bidding & Prepare Addenda
- Certification of Contractor Selection & Request to Award

Our scope of Stakeholder Engagement Activities would include the completion of the following tasks:

- Stakeholder Meetings
- Design Guideline Development/Workshop w/ Infrastructure Committee
- Community Walkthrough/Proposed Alignment Review
- Response to Stakeholder Questions
- MDOT Program Application & NEPA Review

A detailed description of the work involved with each of the tasks listed above has been provided and is attached to this proposal for your review.

**Services excluded from this Proposal:**

HRC has excluded easements and/or right-of-way acquisition services from our proposal. At this time, it is unknown if additional easements or right-of-way will be required to construct the pathway. Should additional property be required, HRC can provide a separate proposal for these services upon request.

Additionally, the proposal does not include a geotechnical investigation. Due to the scope of work involved with the SRTS project, we do not project excavations greater than three (3) feet in depth and therefore do not anticipate soils unsuitable for sidewalk installation.

This proposed fee does not include construction engineering services. HRC would welcome the opportunity to provide these services which we feel are vital to the successful construction of the proposed project. We would appreciate the opportunity to discuss these services as the project gets closer to the letting date and can issue a subsequent proposal for these services under separate cover.

**Anticipated Project Schedule:**

The Village of Beverly Hills received a SRTS Grant for the construction of the subject project. As such, the project planning requirements strictly adhere to MDOT Local Agency Program (LAP) schedules (please refer to the attached LAP Fiscal Year (FY) 2023 Project Planning Guide for an example schedule, the FY 2024 Project Planning Guide has not been released yet but would follow a similar structure). HRC is prepared and staffed to proceed immediately following the Village's authorization to proceed, however, any delay in project startup may push back planned letting (bid) dates. Additionally, it is advised to bid projects as early in the FY as possible to ensure that monies are available to fund the project as the LAP SRTS has occasionally overcommitted funds and depleted its allotted balance prior to funding all the projects during the FY. HRC would highly recommend that the Village plan to bid the project no later than June 2024. Assuming HRC receives authorization for design on June 20, 2023, below is a tentative design engineering schedule for the project:

Authorization to proceed with Design Engineering	June 20, 2023
Preliminary Pathway Alignment	August 2023
Meeting with Stakeholders	September 2023
GI Submittal	November 2023
GI Meeting	December 2023
Submit Final ROW	January 2024
Submit Final Documents to MDOT	February 2024
MDOT Final Submittal	March 2024
MDOT Bidding	June 2024

**Fees for Services:**

A breakdown of the items of work within each task of the project along with our estimated hours and associated fees are provided in the attached Table 1. As shown, our proposed total not-to-exceed fee for professional design engineering services as described in this Proposal is \$90,920. Should the Village choose to move forward with the original SRTS project scope we would request the opportunity to revise this proposal based on the original scope. We would propose to perform this work at our standard hourly rates. This amount will not be exceeded without prior Village authorization and only due to an increase in project scope or requested stakeholder involvement.

If you have any questions regarding this Proposal or require any additional information, please do not hesitate to contact us at (248) 454-6300. We appreciate the opportunity to submit this proposal and look forward to working with the Village of Beverly Hills on your project.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Bradley Shepler, P.E.  
Senior Associate

pc: Village of Beverly Hills; Neil Johnston  
HRC; D. Mitchell, J. Nagle, File

**Village of Beverly Hills  
Sidewalk Connector Program  
SRTS Safety Path Program**

**SCOPE OF WORK**

**June 15, 2023**

**HRC Job Number: 20211142**

**Design Engineering**

**Task 1 – Project Work Plan Development/Review of LAP Design Guidelines**

HRC will work with the Village and MDOT to refine the scope and limits of the proposed sidewalk and develop a plan to define the responsibilities, deliverables, coordinations, lines of communications, milestone schedule, risks and mitigation techniques, potential roadblocks, etc. HRC will also review the most current MDOT Local Agency Program (LAP) design guidelines to ensure all drawings and specifications are developed to proper standards for regulatory reviews.

**Task 2 – Existing Utility Review/Base Plan Development**

HRC will take the design files as developed from the results of topographic survey service work and develop the base plans for project, cut the plan sheets into a scaleable dimension and enter known utility information. HRC will submit a Miss Dig ticket to notify the private utility companies in the project area of the upcoming project and collect, record and review quarter-section and/or record drawings from the utilities. HRC will compare the submitted drawings with the topographic survey and field investigation.

**Task 3 – Easement/ROW Review & Encroachment Analysis**

HRC will review the conceptual alignments and anticipated limits of disturbance and report to the Village any areas which may require easements to complete the work or recommendations for mitigation of the need for the easement. Because this project is utilizing federal funds, federal easement acquisition rules must be used to obtain any permanent or temporary easements. These federal easement acquisition rules require lengthy timelines so identifying these easement areas is a critical step in the design process.

**Task 4 – Existing Utility Confirmation Plans/Correspondence**

HRC will draw the existing utilities on the base plans and send to the companies with known utilities in the area for confirmation on location and accuracy.

**Task 5 – Permit Investigation**

HRC will investigate the permits necessary for the project. For this project it appears that a Soil Erosion & Sedimentation Control (SESC) Permit from the WRC will be necessary. In addition, an RCOC permit may be necessary should any improvements encroach into their ROW and a WRC Drain permit may be necessary should we need to raise or lower any sewer structures in the project area. Further investigation will provide information on any other permits that may be necessary.

<b>Delhi Township</b> 2101 Aurelius Rd. Suite 2A Holt, MI 48842 517-694-7760	<b>Detroit</b> 535 Griswold St. Buhl Building, Ste 1650 Detroit, MI 48226 313-965-3330	<b>Grand Rapids</b> 801 Broadway NW Suite 215 Grand Rapids, MI 49504 616-454-4286	<b>Howell</b> 105 W. Grand River Howell, MI 48843 517-552-9199	<b>Jackson</b> 401 S. Mechanic St. Suite B Jackson, MI 49201 517-292-1295	<b>Kalamazoo</b> 834 King Highway Suite 107 Kalamazoo, MI 49001 269-665-2005	<b>Lansing</b> 215 S. Washington SQ Suite D Lansing, MI 48933 517-292-1488
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#### Task 6 – Site Visits/Collection of Utility Drop Information

HRC will visit the project as necessary to obtain perspective and collect additional information as necessary. Utility structure drops (i.e. pipe invert elevation data collection) will be collected on an as-needed basis by staff intimately involved in developing the construction drawings.

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HRC will conduct a walkthrough of the project area with the preliminary pathway alignment drawing developed from the topographical survey. This site walkthrough would be made available to the public and would review right-of-way lines along the proposed routes, discussions on potential alignments and how they fit into the Village's goals and objectives of the sidewalk network and provide a forum for impacted stakeholders to ask questions and better understand the sidewalk design development process and constraints.

Task 3 – Stakeholder Meetings (up to 5)

HRC will conduct individualized stakeholder site meetings as requested and with authorization from the Village to answer specific questions stakeholders may have regarding the location of the proposed sidewalk near their property, the impacts of any landscaping or encroachments that may be within the limits of disruption and the envisioned finished product. There are approximately 80 properties with frontage along the proposed sidewalk route, we don't foresee that all of these impacted stakeholders will want individual meetings but from our experience, a certain portion will want a separate meeting to address their questions.

Task 4 – Responses to Stakeholder Questions

HRC will respond to stakeholder questions as they are received via e-mail or phone. These questions will be routed through Village staff to the extent possible. Any phone calls will be transcribed and sent to the Village for record to the best of our ability.



#### Task 5 – MDOT Program Application & NEPA Review

HRC will complete the required Program Application - Form 0260 and Environmental Review (NEPA) – Form 5323 in line with the MDOT LAP process and timeline. The Program Application will entail verifying information on project location and scope, documentation of work zone safety and mobility, funding/estimate information and certification, utility coordination certification, ROW certification, and construction engineering information and certification. The program application will be updated and submitted accordingly based on project needs and schedule. As part of the Environmental Review process, HRC will evaluate and clear the project for potential impacts including but not limited to wetlands, floodplains, water quality, lakes and streams, threatened and endangered species, historic properties and archeological resources, recreational areas, contaminated sites, and environmental justice. The environmental review and evaluation is site and scope specific and will cover all areas impacted by the project. Mitigation measures and/or permits may be required if any potential impacts are identified. This undertaking will be based on the MDOT LAP environmental review process and will follow the MDOT LAP project schedule to ensure that environmental review clearance is obtained prior to final plan submittal to MDOT. This timeline is necessary to ensure funds are obligated within the desired project timeline.

**VILLAGE OF BEVERLY HILLS  
SIDEWALK COONECTOR PROGRAM (SRTS GRANT)  
DESIGN ENGINEERING**

**TABLE 1  
ESTIMATED HOURS AND FEES**

June 15, 2023

HRC Job No. 20211142

Task Description	Senior Associate	Structural Engineer	Civil/Site Manager	Transportation Engineer	Staff Engineer	Graduate Engineer I	CADD Technician	Total Hours
<b>Sidewalk Connector Program (TAP Grant)</b>								
<i>Design Engineering</i>								
1 Project Work Plan Development/Review of LAP Design Guidelines	2	-	4	2	2	2	-	12
2 Existing Utility Review/Base Plan Development	1	-	4	-	4	10	50	69
3 Easement/ROW Review & Recommendation	2	-	4	2	-	-	-	8
4 Existing Utility Confirmation Plans/Correspondence	1	-	4	-	6	8	4	23
5 Permit Investigation	1	-	6	-	8	8	-	23
6 Site Visits/Collection of Utility Drop Information	-	-	-	-	-	24	24	48
7 Preliminary Plan Preparation (50% Plan Submittal to Owner)	2	1	16	-	4	24	32	79
8 Site Walkthrough Meeting	1	-	4	-	-	-	-	5
9 Retaining Wall Design and Specification Development	2	2	4	-	-	-	12	20
10 Develop Detailed Grading Sheets for ADA Conformance	1	-	4	2	12	12	16	47
11 Submit Permits/Permitting	1	-	1	2	2	-	-	6
12 Technical Specification Development	2	1	6	-	4	4	-	17
13 Prepare Cost Estimate and Project Schedule	1	1	2	1	4	4	-	13
14 MDOT GI Plan Submittal	2	-	10	1	8	16	20	57
15 MDOT GI Plan Submittal Meeting	1	-	2	1	-	4	-	8
16 Submit Certification for ROW/Easements	1	-	2	2	-	-	-	5
17 Submit Final Construction Drawings & Specifications	2	-	10	-	8	16	20	56
18 Develop Comprehensive List of Submittals	1	-	2	-	-	3	-	6
19 Package Contract Documents for Bidding	-	-	4	-	-	4	8	16
20 Design Phase Deliverables	-	-	2	-	-	2	-	4
21 Attend Pre-Bid Meeting and Prepare Meeting Summary	1	-	2	-	-	2	-	5
22 Address Questions During Bidding & Prepare Addenda	1	-	2	-	-	2	8	13
23 Certification of Contractor Selection & Request to Award	1	-	2	-	-	1	-	4
24 Prepare Issued for Construction Documents	1	-	2	-	-	2	4	9
<b>Subtotals</b>	<b>28</b>	<b>5</b>	<b>99</b>	<b>13</b>	<b>62</b>	<b>148</b>	<b>198</b>	<b>553</b>
<i>Stakeholder Engagement</i>								
1 Design Guideline Development/Workshop w/ Infrastructure Committee	8	-	8	-	-	-	-	16
2 Community Walkthrough/Proposed Alignment Review	8	-	20	-	-	20	-	48
3 Stakeholder Meetings (up to 5)	16	-	16	-	8	-	-	40
4 Responses to Stakeholder Questions	28	2	20	-	20	-	-	70
5 MDOT/Program Application Development	10	-	20	32	20	-	-	82
<b>Subtotals</b>	<b>70</b>	<b>2</b>	<b>84</b>	<b>32</b>	<b>48</b>	<b>20</b>	<b>-</b>	<b>256</b>
<b>DESIGN ENGINEERING PROJECT TOTALS</b>	<b>98</b>	<b>7</b>	<b>183</b>	<b>45</b>	<b>110</b>	<b>168</b>	<b>198</b>	<b>809</b>

**VILLAGE OF BEVERLY HILLS  
SIDEWALK COONECTOR PROGRAM (SRTS GRANT)  
DESIGN ENGINEERING**

**TABLE 1  
ESTIMATED HOURS AND FEES**

**ESTIMATED FEE SUMMARY**

<b>PERSONNEL</b>	<b>HOURS</b>		<b>RATE</b>		<b>TOTAL</b>
Senior Associate	98	\$	164.00	\$	16,070.00
Structural Engineer	7	\$	135.00	\$	950.00
Civil/Site Manager	183	\$	127.00	\$	23,240.00
Transportation Engineer	45	\$	115.00	\$	5,180.00
Staff Engineer	110	\$	120.00	\$	13,200.00
Graduate Engineer I	168	\$	100.00	\$	16,800.00
CADD Technician	198	\$	75.00	\$	14,850.00

**TOTAL LUMP SUM NOT-TO-EXCEED \$ 90,290.00**



To: Honorable President George and Members of Council

From: Jeff Campbell

Date: June 16, 2023

Re: Extension Agreement for Professional Services with the Auditor

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The Village's contract with its auditors, Plante Moran, is scheduled to expire on June 30, 2023. Plante has submitted an extension letter addressed to the Village Manager for the Council's review. I am attaching the letter to this Memorandum. For reference, for the FY 2022 audit, the Village paid an audit fee of \$44,240. Plante is proposing a six-year extension with the following increases on a yearly basis:

<b><u>FY End</u></b>	<b><u>Village Audit</u></b>
June 30, 2023	\$43,500
June 30, 2024	\$45,300
June 30, 2025	\$47,100
June 30, 2026	\$48,900
June 30, 2027	\$50,700
June 30, 2028	\$52,500

The proposed price at the beginning of the extension is less than we paid last year. Over the period of the extension, the proposed annual increase for the Village audit fee is \$1,800/year. If we were to go out to bid, the price from Plante and other similar auditors would likely be greater than the price proposed in Plante's proposal. I confirmed this statement with other companies that perform municipal audits in this market. Based on cost, the ability to transition to another auditor at this time of year, and the Administration's satisfaction with the services provided by Plante, the Administration would request that Council approve a contract extension of the services provided by Plante Moran.

If the Personnel committee and/or Council wishes to recommend the Village go out to bid in 2025 or 2026, Plante will honor the prices set forth in the extension letter. Thus, if the Village wants to go out to bid in 2025, the audit fee cost will be \$43,500 for FY2023 and \$45,300 for FY2024. The Administration would request that the Council consider extending Plante's services be extended through June 30, 2025.

#### **Recommended Resolution**

**Be it Resolved that the Village Council authorizes the Village Manager to enter into an extension agreement with Plante Moran for professional auditing services through June 30, 20\_\_ . Funding is available in account no. 101-248.810.09.**

Mr. Jeffrey Campbell  
Village Manager  
Village of Beverly Hills  
18500 13 Mile Rd  
Beverly Hills, MI 48025

Dear Jeff:

Thank you for your consideration of our extension as auditors for the Village of Beverly Hills. As discussed, the Village has been and continues to be an important and valued client of our firm. We are proud of the relationship we have developed with the Village. We have found your staff to be very enjoyable to work with and we hope that our services have added value. Our experience is that our history with our clients is an important element in providing outstanding service. With ongoing relationships, we are able to build the institutional knowledge which helps us understand the financial ramifications of situations which may have occurred many years ago, as well as the impact related to the many significant GASB pronouncements on the horizon.

The Plante Moran team has proven that we can provide valuable assistance to the Village, both for your annual audit and beyond. Here are a few examples:

- We provide complimentary webinars and whitepapers on the latest industry trends and accounting standards.
- Village staff have and continue to attend our annual complimentary Plante Moran governmental client training series.
- We provided complimentary work aids and tools for the implementation of new accounting standards, including GASB 68, 75, 84, 87, and 96.

We hope that we have served the Village well during our time as auditors. We have performed timely audits, assisted with significant accounting changes, made our firm-wide experts available to you to address questions and provide guidance, recommended suggestions for improvements, been available year-round to answer questions often free of charge, and worked well with your staff. As discussed, the continuity of having our firm perform the audit lessens the distractions for your team, and allows you to avoid spending needless time training auditors, and offers a vast amount of our firm's expertise given the significant amount of governmental knowledge that we provide.

Because we work closely with over 200 municipal clients in the State of Michigan, we understand the financial challenges that communities are facing. We have been closely monitoring our clients' situations with regard to property tax challenges caused by the erosion of Taxable Value and Tax Tribunal appeals. We care about our clients and recognize that they are in very precarious positions with their budgets.

As requested, we have prepared a chart below summarizing our current fee proposal.

Fiscal Year End	Village Audit	Single Audit with one major program	Each additional major program	CSLFRF Examination (Single audit alternative)	
June 30, 2023	\$ 43,500	\$ 15,000	\$ 7,000	\$ 10,000	*
June 30, 2024	45,300	15,500	7,100	10,250	*
June 30, 2025	47,100	16,000	7,200		
June 30, 2026	48,900	16,500	7,300		
June 30, 2027	50,700	17,000	7,400		
June 30, 2028	52,500	17,500	7,500		
* CSLFRF (ARPA) - Alternative Compliance Examination, if applicable					

In addition to the free services such as technical training sessions for your finance staff and year round research and answers to your periodic questions that we will continue to provide, we also offer other assistance to you at no additional cost. As we previously discussed, we can offer the Council a “mini seminar” on government finance. This is often helpful for new Council members. We would tailor the discussion to include the most current topics involving property taxes, revenue sharing and anything else that the Council is interested in.

We have attached a list of our governmental audit clients for your review. When you look at this list, you can see that we are a leader in the governmental industry. All of our clients get the benefit of the experiences which come from that level of participation. We can share our observations and experiences with the Village regarding ‘best practices’. There are several occasions where we can facilitate a meeting, sharing of information or other cooperative measures with neighboring clients.

Once again, thank you for the opportunity to serve the Village of Beverly Hills. The Village is an important client to us personally and to our firm as a whole. We are appreciative of the opportunity to continue to serve the Village and will work very diligently to ensure that the audit is effective and efficient.

If you have any questions, please call Martin at 248-223-3662 or Rumzei at 313 496-7232.

Yours truly,

PLANTE & MORAN, PLLC



Martin J. Olejnik, CPA  
Partner



Rumzei Abdallah, CPA  
Principal

# Governmental audit clients

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Our client roster includes more than 500 governmental entities, 200 K-12 education and public school district clients, 75 colleges and universities, and 1,000 not-for-profit entities across the country. Below is a sample of the governmental clients we serve. Entities that have received a Certificate of Achievement for Excellence in Financial Reporting from the GFOA are marked with an asterisk (\*).

## MUNICIPALITIES

- City of Allen Park, MI
- Township of Benton, MI
- City of Berkley, MI
- Village of Berrien Springs, MI
- Village of Beverly Hills, MI
- City of Birmingham, MI\*
- City of Bloomfield Hills, MI
- City of Brighton, MI\*
- Township of Brownstown, MI
- City of Burton, MI
- Township of Canton, MI \*
- City of Charlotte, MI \*
- City of Chelsea, MI
- Chesterfield Township, MI
- Township of Clinton, MI
- City of Clio, MI \*
- City of Coloma, MI
- City of Akron, OH
- City of Columbus, OH\*
- Township of Commerce, MI
- City of Commerce City, CO
- City of Davison, MI
- Davison Township, MI
- City of Dearborn, MI \*
- City of Detroit, MI \*
- City of Eastpointe, MI
- City of Farmington, MI
- Fenton Township, MI
- Flint Township, MI
- City of Garden City, MI
- City of Gibraltar, MI
- Township of Grand Blanc, MI \*
- City of Grand Rapids, MI \*
- City of Grosse Pointe, MI
- City of Grosse Pointe Farms, MI
- City of Grosse Pointe Woods, MI \*
- Township of Hamburg, MI
- City of Harbor Beach, MI
- City of Harper Woods, MI
- Township of Highland, MI
- Village of Holly, MI
- Township of Huron, MI
- Independence Township, MI \*
- Township of Keeler, MI
- City of Lathrup Village, MI
- Township of Lincoln, MI
- City of Lincoln Park, MI
- City of Livonia, MI
- City of Longmont, CO
- City of Loveland, CO
- Township of Macomb, MI
- City of Madison Heights, MI
- Township of Marshall, MI
- City of Melvindale, MI
- Township of Milford, MI
- Village of Milford, MI
- City of Monroe, MI \*
- City of Mt. Morris, MI
- Orion Township, MI
- City of Port Huron, MI \*
- City of Northville, MI
- Township of Northville, MI\*
- Oakland Township, MI
- Town of Parker, CO
- Township of Redford, MI
- City of Richmond, MI
- City of Riverview, MI
- City of Rockwood, MI
- City of Romulus, MI
- City of Roseville, MI
- City of Saline, MI
- Township of Scio, MI
- Township of Shelby, MI
- City of South Lyon, MI
- City of Southfield, MI\*
- City of Southgate, MI
- City of St. Joseph, MI
- City of Sterling Heights, MI\*
- City of Swartz Creek, MI
- City of Taylor, MI
- City of Trenton, MI
- Township of Van Buren, MI
- Vienna Township, MI
- City of Warren, MI \*
- Township of Washington, MI
- Township of Waterford, MI \*
- Township of West Bloomfield, MI
- City of Westland, MI
- White Lake Township, MI
- City of Wixom, MI
- City of Wyandotte, MI

\*Awarded the Certificate of Achievement for Excellence in Financial Reporting from the GFOA.



## MICHIGAN COUNTIES AND OTHER GOVERNMENTAL UNITS

### COUNTIES

- Genesee County\*
- Livingston County
- Macomb County\*
- Oakland County\*
- Wayne County\*

### COUNTY ROAD COMMISSIONS AND OTHER RELATED ENTITIES

- County Road Association Self-Insurance Fund (CRASIF)
- Kalamazoo County Road Commission
- Kent County Road Commission
- Michigan County Road Commission Self-Insurance Pool\*
- Road Commission for Oakland County
- Washtenaw County Road Commission

### DISTRICT COURTS

- 16th District Court
- 17th District Court
- 18th District Court
- 19th District Court\*
- 20th District Court
- 21st District Court
- 23rd District Court
- 25th District Court
- 27th District Court
- 28th District Court
- 32A District Court
- 33rd District Court
- 35th District Court
- 37th District Court
- 39th District Court
- 41A District Court
- 41B District Court
- 47th District Court
- 51st District Court

### LIBRARIES

- Canton Public Library
- Flint Public Library
- Northville District Library
- Redford District Library
- Salem-South Lyon Library
- Saline District Library
- West Bloomfield Library
- Willard Library
- Wixom Public Library

### STATE OF MICHIGAN

- Mackinac Bridge Authority
- Michigan Bureau of State Lottery\*
- Michigan Education Trust
- Michigan Finance Authority
- Michigan Legislature
- Michigan Municipal League
- Michigan State Housing Development Authority

\*Awarded the Certificate of Achievement for Excellence in Financial Reporting from the GFOA.

## PUBLIC TRANSPORTATION CLIENTS

- Bishop International Airport Authority, MI
- Capital Area Transportation Authority (CATA), MI
- Central Ohio Transit Authority, OH
- City of Mount Clemens Dial-A-Ride funds, MI
- Coleman A. Young International Airport, MI
- Columbus Regional Airport Authority, OH
- Connecticut Airport Authority, CT
- Denver Regional Transportation District, CO
- Des Moines Airport Authority, IA
- Detroit Department of Transportation, MI
- Detroit Metropolitan Wayne County Airport, MI
- Mass Transportation Authority, MI
- Gerald R. Ford International Airport, MI
- Grand Junction Regional Airport, CO
- Metropolitan Airports Commission, MN
- Muhammad Ali International Airport, KY
- Nankin Transit Commission, MI
- Nashville International Airport, TN
- Oakland County International Airport, MI
- Ohio Port of Greater Cincinnati Development Authority, OH
- Ohio Turnpike and Infrastructure Commission, OH
- Pittsburgh International Airport (PIT), PA
- Regional Transportation Authority of Southeast Michigan, MI
- Rhode Island Airport Corporation, RI
- Sarasota Manatee Airport Authority, FL
- Suburban Mobility Authority for Regional Transportation (SMART), MI
- Washington and Bruce Townships STAR, MI

## PUBLIC UTILITIES

- Benton Harbor – St. Joseph Joint Sewage Disposal Board, MI
- Central Wayne County Sanitation Authority, MI
- Detroit Water and Sewage, MI
- Downriver Utility Wastewater Authority, MI
- Genesee County Drain Commission Division of Water and Waste Services, MI
- Hillsdale Board of Public Utilities, MI
- Karegnondi Water Authority, MI
- Michigan Public Power Agency, MI
- Northern Colorado Water Conservancy District, CO
- Northern Water and Municipal Subdistrict, CO
- Resource Recovery and Recycling Authority of Southwest Oakland County, MI
- Solid Waste Authority of Central Ohio, OH
- South Huron Valley Utility Authority, MI
- Southeast Oakland County Resource Recovery Authority (SOCRRA), MI
- Southeastern Oakland County Water Authority (SOCWA), MI
- SW Barry County Sewer & Water Authority, MI
- Western Townships Utilities Authority, MI
- Wyandotte Municipal Service Commission, MI

Those highlighted in teal above represent water and sewer utility clients that operate as separate authorities or districts.

## OTHER GOVERNMENTAL UNITS

- Aerotropolis Development Corporation, MI
- Attorneys Title Guarantee Fund, MI
- Battle Creek Unlimited, Inc., MI
- Birmingham Area Cable Board, MI
- Boulder Housing Partners, CO
- Canton Regional Chamber Health Fund, MI
- Chicago Teachers Pension Fund, IL\*
- Cincinnati Metropolitan Housing Authority, OH
- Colorado Health Facilities Authority, CO
- Columbus-Franklin County Finance Authority, OH
- Columbus Metropolitan Housing Authority, OH
- Conference-Western Wayne, MI
- Denver Housing Authority, CO
- Detroit Housing Commission, MI
- Detroit Retirement Systems, MI
- Detroit VEBAs, MI
- Detroit Wayne Integrated Health Network, MI
- Downriver Community Conference, MI
- Franklin County Municipal Clerk of Courts, OH
- Franklin Park Conservatory, OH
- Genesee County 911 Consortium, MI
- Grand Rapids Housing Commission, MI
- Huron Clinton Metropark Authority, MI\*
- Illinois Medical District Commission, IL
- Illinois Municipal Retirement Fund, IL\*
- Lansing Housing Commission, MI
- Los Angeles County Employees Retirement Association (LACERA), CA\*
- Macomb County Art Authority, MI
- Macomb County Zoological Authority, MI
- Metro Police Authority of Genesee, MI
- Michigan Assisted Living Workers' Compensation Fund, MI
- Michigan Community College Risk Management Authority, MI
- Michigan Municipal League Liability & Property Pool, MI
- Michigan Municipal League Workers' Compensation Fund, MI
- Michigan Municipal Risk Management Authority, MI
- Mid-Ohio Regional Planning Commission, OH
- Municipal Employees Retirement System of Michigan (MERS), MI\*
- National Conference of State Legislatures, CO
- New Hampshire Retirement System (NHRS), NH\*
- New York State Teachers Employees Retirement System, NY\*
- Northville Community Recreation Commission, MI
- Oakland County Art Institute Authority, MI
- Oakland County Public Transportation Authority, MI
- Oakland County Zoological Authority, MI
- Ohio Public Employees Retirement System, OH\*
- RiverSouth Authority, OH
- Southeast Michigan Council of Governments (SEMCOG), MI
- STAR Ohio, OH
- Taylor Community Development Corporation, MI
- Washington & Bruce Township Parks & Recreation, MI
- West Bloomfield Parks and Recreation Commission, MI
- West Michigan Risk Management Trust, MI
- West Michigan Workers' Compensation Fund, MI
- Western Michigan Health Insurance Pool, MI

\*Awarded the Certificate of Achievement for Excellence in Financial Reporting from the GFOA.

**MEMORANDUM**

**To:** Honorable President George; Village Council  
**CC:** Jeffrey Campbell, Village Manager; Tom Ryan, Village Attorney; Peggy Linkswiler, Treasurer  
**From:** Sheila McCarthy, Finance Director  
**Date:** June 15, 2023  
**Re:** FY 2023 Budget Amendments

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Attached are proposed FY 2023 Village of Beverly Hills Budget Amendments.

In the General Fund there are various revenue amendments including amendments to adjust to actual property taxes received as well as opioid settlement monies received. Expenditure amendments include salary and benefit adjustments and additional maintenance around the Village. The net effect of the amendments is a net fund increase of \$134,410.

In the Major Road Fund and Local Road fund there are amendments adjusting to the projected year-end balance of Act 51 monies as well as increased interest income. Other amendments reflect the 14 Mile Road asphalt project projected to be \$60,000 under budget. The net effect of the amendments is a net fund increase of \$129,100 in Major Roads and a net fund increase of \$80,500 in Local Roads.

In the Public Safety Fund there are amendments to adjust to actual property taxes received and increased interest income. Expenditure amendments include salary and benefit adjustments as well as overtime adjustments due to open positions. There are amendments to capital purchases to the expected level at yearend. The net effect of the amendments is a net fund increase of \$268,772.

In the Park Improvement fund there is an amendment to adjust the Beverly Park playground equipment budget to the down payment to be paid in FY23. There are other amendments to properly reflect projected expenditures for capital. The effect of the amendments is a net fund increase of \$28,503.

In the ARPA Fund there is an amendment adjusting contributed capital to the level of FY23 expenditures. There is an amendment to reflect the timing of the Federal Infrastructure grant now expected to be received in FY24. Expenditure amendments per HRC are to adjust to projected expenditures as of June 30<sup>th</sup>. The net effect of the amendments is a net fund increase of \$0.

In the Capital Fund there are amendments for the final payment for the Administration generator and engineering expenditures relating to the sidewalk projects. The net effect of the amendments is a net fund decrease of (\$72,337).

These proposed FY2023 Budget Amendments have been reviewed by the Village Administration and are recommended for approval.

**Recommended Resolution**

Be it resolved that the Village of Beverly Hills Council authorizes Village Administration to transfer or adjust monies reserved in the General, Major Roads, Local Roads, Public Safety Fund, Park Improvement Fund, ARPA Fund and Capital Fund as reflected in the June 15, 2023, memorandum from Finance Director, Sheila McCarthy.

a/c	Fund	Account Description	Amended Budget Beginning	6.20.23 Budget Amendments	Amended Budget Ending	
		<b>General Fund Revenue Amendments</b>				
101-000-402.00	General	CURRENT REAL PROPERTY TAXES	1,249,480	14,500	1,263,980	Adjust to actuals received
101-000-404.00	General	RUBBISH TAXES	826,012	5,000	831,012	Adjust to actuals received
101-000-411.00	General	DELINQUENT REAL PROPERTY TAXES	-	2,000	2,000	Adjust to actuals received
101-000-476.06	General	BUILDING PERMITS - SAFE BUILT	240,000	25,000	265,000	Adj to projected y/e level per M. Stec
101-000-476.12	General	PLUMBING PERMITS - SAFE BUILT	27,000	4,000	31,000	Adj to projected y/e level per M. Stec
101-000-476.05	General	BUILDING PERMITS - VILLAGE	35,000	13,000	48,000	Adj to projected y/e level per M. Stec
101-000-477.00	General	CABLE TV FRANCHISE FEE	135,000	(15,000)	120,000	Adj to projected y/e level per M. Stec
101-000-522.00	General	FEDERAL GRANTS - CDBG - REVENUE RECEIVED	5,000	8,000	13,000	Amend to actuals received
101-000-572.00	General	PPT REIMBURSEMENTS	3,500	(3,500)	-	A/C reclass to 573.00
101-000-573.00	General	LOCAL COMMUNITY STABILIZATION SHARE - PPT	20,000	30,000	50,000	Adjust to higher level received from the State
101-000-574.01	General	STATE SALES TAX-CONSTITUTIONAL	1,174,198	(11,000)	1,163,198	Amend to projected year end expenditures
101-000-574.02	General	STATE SALES TAX-STATUTORY	40,728	(2,000)	38,728	Amend to projected year end expenditures
101-000-626.00	General	CHARGES F/SERVICES	4,000	(3,000)	1,000	Minimal other charges in FY23
101-000-665.00	General	INTEREST F/INVESTMENTS	94,000	51,000	145,000	Additional interest revenue
101-000-674.05	General	DONATIONS - MEMORIAL DAY	2,000	3,300	5,300	Adjust to actuals received
101-000-675.00	General	CALENDAR AD REVENUE	500	1,600	2,100	Adjust to actuals received
101-000-675.04	General	"BUY A BRICK" REVENUE	-	3,400	3,400	Adjust to actuals received, program revived
101-000-687.00	General	REFUNDS & REBATES	150,000	18,500	168,500	Amend to actual level received
101-000-688.50	General	OTHER REVENUE - OPIOIDS SETTLEMENT	15,884	17,416	33,300	Opioids Settlement monies received to date
		<b>Net Revenue Amendment Increase (Decrease)</b>		<b>162,216</b>		
		<b>General Fund Expenditure Amendments</b>				
101-101-704.07	General	VILLAGE COUNCIL FEES	17,800	(10,600)	7,200	4 Council members declining council fees
101-101-709.00	General	FICA	1,362	(850)	512	4 Council members declining council fees
101-171-702.00	General	WAGES - FULL TIME EMPLOYEES	185,029	(3,000)	182,029	Reflects current VM salary
101-171-704.00	General	WAGES - PART TIME EMPLOYEES	26,500	(8,296)	18,204	Part time employee no longer at the Village
101-171-802.00	General	LEGAL FEES	5,000	(5,000)	-	Legal fees not incurred in FY23
101-171-901.00	General	TRAVEL MEALS & CONFERENCES	4,000	(2,000)	2,000	Decrease to expected FY23 Level
101-191-718.00	General	HEALTH INSURANCE PREMIUMS - CURRENT EMPL	43,701	(4,000)	39,701	Decrease to expected FY23 Level
101-191-718.04	General	HEALTH - H R A - BCN	6,000	(3,000)	3,000	Decrease to expected FY23 Level
101-191-802.00	General	LEGAL FEES	1,000	(1,000)	-	Decrease to expected FY23 Level
101-191-901.00	General	TRAVEL MEALS & CONFERENCES	3,000	(2,000)	1,000	Decrease to expected FY23 Level
101-215-801.20	General	RECODIFICATION SERVICES	13,000	(6,000)	7,000	Adj to projected y/e levels
101-248-752.00	General	OFFICE SUPPLIES	10,000	5,000	15,000	Adj to projected y/e levels
101-248-801.00	General	PROFESSIONAL SERVICES	20,000	(5,000)	15,000	Adj to projected y/e levels
101-248-802.00		LEGAL FEES	37,000	3,000	40,000	Addl legal, contract negotiations
101-248-933.00	General	SOFTWARE MAINTENANCE AGREEMENTS	7,000	5,000	12,000	New account as of FY23
101-248-934.50	General	R&M OFFICE EQUIPMENT	16,000	(9,000)	7,000	Expenditures reclassified to 933.00
101-265-920.00	General	UTILITIES	17,617	(8,000)	9,617	Portion reclassified to 850.01
101-265-934.56	General	GROUPS MAINTENANCE	10,000	5,000	15,000	Increased admin landscaping
101-265-934.55	General	BUILDING MAINTENANCE	15,000	5,000	20,000	Adjust to increased maintenance
101-371-718.00	General	HEALTH INSURANCE PREMIUMS - CURRENT EMPL	2,659	5,000	7,659	Addl due to Permit Tech being brought in house
101-371-802.00		LEGAL FEES	1,000	(1,000)	-	Will not be incurred in FY23
101-371-805.50		GRADE INSPECTIONS	5,000	2,500	7,500	Grade Inspections performed by HRC
101-371-808.00	General	SAFE BUILT PERMIT TECH	30,000	2,550	32,550	Adjust to final actuals, Permit Tech brought in house
101-371-810.00	General	RENTAL INSPECTIONS	6,000	(6,000)	-	Will not be incurred, In house permit tech will inspect
101-441-702.00		WAGES - FULL TIME EMPLOYEES	107,336	(2,500)	104,836	Adjust to projected actuals
101-441-716.00		DEFINED CONTRIBUTION PENSION PLAN EXP	8,734	(2,500)	6,234	Adjust to projected actuals
101-441-755.00	General	TOOLS & SUPPLIES	400	4,000	4,400	Adjust to year to date actuals
101-441-802.00	General	LEGAL FEES	5,000	(5,000)	-	Will not be incurred
101-528-919.07	General	STORM DAMAGE - PICKUP AND DISPOSAL	75,000	8,000	83,000	Adjust to year to date actuals
101-693-880.01	General	CDBG GRANTS TO BASCC - EXPENSES PAID	11,000	9,000	20,000	Amend to expected actuals
101-693-882.00	General	VILLAGE NEWSLETTER	14,045	10,500	24,545	Additional mailings re Water/Sewer Rate increases
101-693-896.50	General	MEMORIAL DAY PARADE EXPENSES	7,000	3,000	10,000	Adjust to year to date actuals
101-701-702.00	General	WAGES - FULL TIME EMPLOYEES	27,500	(2,000)	25,500	Adjusted to projected actuals
101-701-709.00	General	FICA	2,869	(1,000)	1,869	Adjusted to projected actuals
101-701-716.00	General	DEFINED CONTRIBUTION PENSION PLAN EXP	3,750	(1,000)	2,750	Adjusted to projected actuals
101-701-718.03	General	DENTAL INSURANCE	1,992	(1,000)	992	Adjusted to projected actuals
101-701-802.00	General	LEGAL FEES	2,000	(2,000)	-	Will not be incurred in FY23
101-701-946.00	General	ENGINEERING	5,000	3,000	8,000	Adjusted to projected actuals
101-702-802.00	General	LEGAL FEES	2,000	(2,000)	-	Will not be incurred in FY23
101-702-946.00	General	ENGINEERING	3,500	(2,000)	1,500	Adjust to anticipated level

a/c	Fund	Account Description	Amended Budget Beginning	6.20.23 Budget Amendments	Amended Budget Ending	
101-751-934.05	General	CONTRACT R&M PARK - COMEAU	75,000	45,000	120,000	Increased costs to beautify park
101-751-934.18	General	R&M PARK	15,000	10,000	25,000	Increased park maintenance
101-751-934.20	General	OUTDOOR SERVICES LANDSCAPING	5,998	(5,998)	-	Included in R & M park
101-751-955.00	General	MISCELLANEOUS EXPENSE	2,000	4,000	6,000	Budgeted level will not be incurred
101-900-975.05	General	BUILDING, BUILDING IMPROVEMENTS	5,000	(5,000)	-	Reclass between accounts
101-900-980.01	General	EQUIPMENT/FURNITURE	13,000	5,000	18,000	Reclass between accounts
		<b>Net Expenditure Amendment Increase (Decrease)</b>		<b>27,806</b>		
		<b>Net of Revenues &amp; Expenditures</b>		<b>134,410</b>		
		<b>Major Road Fund Revenue Amendments</b>				
202-000-546.00	Major	STATE GAS & WEIGHT - ACT 51	861,959	5,000	866,959	Adjust to expected balance as of 6/30/23
202-000-665.00	Major	INTEREST F/INVESTMENTS	33,000	3,000	36,000	Adjust to expected balance as of 6/30/23
		<b>Net Revenue Amendment Increase (Decrease)</b>		<b>8,000</b>		
		<b>Major Road Fund Expenditure Amendments</b>				
202-449-926.00	Major	ASPHALT RESURFACE	1,487,817	(60,000)	1,427,817	Expected to be \$60k under budget
202-463-792.00	Major	ROAD REPAIR MATERIAL	35,000	(20,000)	15,000	Asphalt & Cold Patch a/c is an offset
202-463-937.00	Major	ASPHALT & COLD PATCH	-	22,000	22,000	Offset to Road Repair Material
202-463-934.24	Major	R & M DITCHES	3,220	(3,220)	-	No expenditures in this a/c in FY23
202-463-934.26	Major	R&M BUILDING & GROUNDS	10,420	(10,420)	-	Expenditures posted to Dept 441 in 101
202-463-934.37	Major	WEED/GRASS CUTTING/TRIMMING	41,680	(5,000)	36,680	Adjust to expected year end level
202-463-940.00	Major	EQUIPMENT RENTAL	12,013	(9,000)	3,013	Expenditures reclassified by activity in FY23
202-463-943.00	Major	SEALING ROAD JOINTS & CRACKS	20,840	(5,000)	15,840	No further expenditures per Public Service Director
202-474-927.50	Major	R&M STREET SIGNS & POSTS	-	3,500	3,500	Adjust to expected year end level
202-478-928.00	Major	SALTING AND SANDING	60,000	(3,000)	57,000	Adjust to expected year end level
202-474-934.28	Major	R&M TRAFFIC LIGHTS	-	12,000	12,000	Adjust to expected year end level
202-474-934.80	Major	R & M TRAFFIC SIGNS AND POSTS	16,560	(15,560)	1,000	Actuals reclassified to 927.5
202-474-934.83	Major	R & M TRAFFIC LIGHTS	20,000	(20,000)	-	Actuals reclass to new a/c 934.28
202-478-818.01	Major	WINTER LABOR	5,500	(5,000)	500	Adjust to reduced level
202-478-940.01	Major	WINTER EQUIPMENT RENTAL	10,000	(6,000)	4,000	Adjust to reduced level
202-482-946.00	Major	ENGINEERING	5,000	2,000	7,000	Adjust to expected year end level, HRC Major Roads
202-900-980.02	Major	EQUIPMENT - MAJOR ROADS	-	1,600	1,600	Generator for when lights go out at Beverly/Southfield
		<b>Net Expenditure Amendment Increase (Decrease)</b>		<b>(121,100)</b>		
		<b>Net of Revenues &amp; Expenditures</b>		<b>129,100</b>		
		<b>Local Road Fund Revenue Amendments</b>				
203-000-546.00	Local	STATE GAS & WEIGHT TAX	411,907	3,000	414,907	Amend to expected year end level
203-000-665.00	Local	INTEREST F/INVESTMENTS	22,000	5,500	27,500	Amend to expected year end level
		<b>Net Revenue Amendment Increase (Decrease)</b>		<b>8,500</b>		
		<b>Local Road Fund Expenditure Amendments</b>				
203-449-926.00	Local	ASPHALT RESURFACE	-	12,000	12,000	Engineering for Local HMA Project
203-463-792.00	Local	ROAD REPAIR MATERIAL	49,568	(18,000)	31,568	Adjust to current actuals expected to be final
203-463-919.07	Local	STORM DAMAGE - PICKUP AND DISPOSAL	30,000	2,000	32,000	Adjust to current actuals expected to be final
203-463-934.00	Local	MAINTENANCE - OTHER	10,350	(9,000)	1,350	Expenses posted to other various accounts
203-463-934.07	Local	CULVERT REPAIR & MAINTENANCE	31,200	(14,000)	17,200	No further work to be done in FY23 per P.S. Director
203-463-934.24	Local	R & M DITCHES	5,731	(5,000)	731	Adjust to actuals
203-463-934.38	Local	TREE REMOVAL & MAINTENANCE	105,000	(50,000)	55,000	Reduced level in the spring of FY23 vs budgeted
203-463-937.00	Local	ASPHALT & COLD PATCH	-	35,000	35,000	This amendment is offset by 463-792.00
203-463-940.00	Local	EQUIPMENT RENTAL	15,000	5,000	20,000	Adjust to actual level reduced from prior
203-474-927.50	Local	R&M STREET SIGNS & POSTS	-	12,000	12,000	Reclass from 474-934.80
203-474-934.80	Local	R & M TRAFFIC SIGNS AND POSTS	20,000	(19,000)	1,000	Reclass to 474-927.50
203-474-934.81	Local	R & M STREET SIGNS & POSTS	10,000	(10,000)	-	Reclass to 474-927.50
203-478-928.00	Local	SALTING AND SANDING	20,000	(2,000)	18,000	Adjust to actuals
203-478-940.01	Local	WINTER EQUIPMENT RENTAL	15,000	(7,000)	8,000	Adjust to actuals
203-482-955.00	Local	MISCELLANEOUS EXPENSE	4,000	(4,000)	-	No expenditures anticipated
		<b>Net Expenditure Amendment Increase (Decrease)</b>		<b>(72,000)</b>		
		<b>Net of Revenues &amp; Expenditures</b>		<b>80,500</b>		
		<b>Public Safety Fund Revenue Amendments</b>				
205-000-402.00	Public Safety	CURRENT REAL PROPERTY TAXES	6,580,076	42,000	6,622,076	Adjust to actual property taxes received
205-000-543.00	Public Safety	CRIMINAL JUSTICE TRAINING #30	6,500	(6,500)	-	Will not be received in FY23
205-000-572.00	Public Safety	PPT REIMBURSEMENTS	18,000	(18,000)	-	A/C reclass to 573.00
205-000-573.00	Public Safety	LOCAL COMMUNITY STABILIZATION SHARE - PPT	2,955	34,000	36,955	Adjust to higher level received from the State
205-000-577.25	Public Safety	STATE GRANTS - MCOLES	4,000	14,500	18,500	Adjust to actuals received
205-000-655.02	Public Safety	DISTRICT COURT FEES & FINES	80,000	(20,000)	60,000	Reduced level
205-000-655.03	Public Safety	COST RECOVERY - OWI	10,000	9,000	19,000	Adjust to actuals received

a/c	Fund	Account Description	Amended Budget Beginning	6.20.23 Budget Amendments	Amended Budget Ending	
205-000-665.00	Public Safety	INTEREST F/INVESTMENTS	160,000	30,000	190,000	Increased interest income
205-000-677.01	Public Safety	PA302 LAW ENFORCEMENT DISTRIBUTION	-	5,000	5,000	Adjust to actuals received
		<b>Net Revenue Amendment Increase (Decrease)</b>		<b>90,000</b>		
		<b>Public Safety Fund Expenditure Amendments</b>				
205-345-702.00	Public Safety	WAGES - FULL TIME EMPLOYEES	2,310,010	(100,000)	2,210,010	Amend salaries and benefits to projected actuals at year year. Decrease in salaries is due to open positions, increased in overtime is due to open positions.
205-345-704.01	Public Safety	SCHOOL CROSSING GUARDS	15,000	(5,000)	10,000	
205-345-709.00	Public Safety	FICA	180,681	5,000	185,681	
205-345-713.03	Public Safety	OVERTIME - OFFICER	140,000	65,000	205,000	
205-345-713.04	Public Safety	OVERTIME - SUPERVISOR	100,000	30,000	130,000	
205-345-718.00	Public Safety	HEALTH INSURANCE PREMIUMS - CURRENT EMPL	286,173	(30,000)	256,173	
205-345-718.02	Public Safety	LIFE & DISABILITY INS	20,122	(3,000)	17,122	
205-345-718.03	Public Safety	DENTAL INSURANCE	45,679	(9,000)	36,679	
205-345-718.04	Public Safety	HEALTH - H R A - BCN	35,000	(3,000)	32,000	
205-345-723.00	Public Safety	RETIREE HEALTH - PAID BY VBH	330,769	13,231	344,000	Retiree health now 100% posted to Dept 345
205-345-736.00	Public Safety	UNIFORMS	35,000	20,000	55,000	Amend to projected actuals as of 6/30/23
205-345-756.00	Public Safety	ENFORCEMENT SUPPLIES	20,000	(5,000)	15,000	Amend to projected actuals as of 6/30/23
205-345-760.00	Public Safety	FIRE SUPPLIES	20,000	(7,000)	13,000	Amend to projected actuals as of 6/30/23
205-345-802.00	Public Safety	LEGAL FEES	65,000	(3,000)	62,000	Amend to projected actuals as of 6/30/23
205-345-850.02	Public Safety	RADIO MAINTENANCE	3,000	(2,000)	1,000	This account is no longer being used
205-345-915.00	Public Safety	MEMBERSHIPS AND DUES	7,500	0	7,500	Amend to projected actuals as of 6/30/23
205-345-916.04	Public Safety	TRNG FACILITY - AUBURN HILLS	5,000	(5,000)	-	Amend to projected actuals as of 6/30/23
205-345-920.00	Public Safety	UTILITIES	50,000	5,000	55,000	Amend to projected actuals as of 6/30/23
205-345-932.70	Public Safety	GAS - VEHICLES	60,000	5,000	65,000	Amend to projected actuals as of 6/30/23
205-345-934.26	Public Safety	R&M BUILDING & GROUNDS	80,000	5,000	85,000	Amend to projected actuals as of 6/30/23
205-345-934.50	Public Safety	R&M OFFICE EQUIPMENT	15,000	(9,000)	6,000	Amend to projected actuals as of 6/30/23
205-345-948.05	Public Safety	OAKLAND COUNTY COMPUTER	35,000	(7,000)	28,000	Amend to projected actuals as of 6/30/23
205-345-955.00	Public Safety	MISCELLANEOUS EXPENSE	8,000	(4,000)	4,000	Amend to projected actuals as of 6/30/23
205-346-723.00	Public Safety	RETIREE HEALTH - PAID BY VBH	13,231	(13,231)	-	Retiree health now 100% posted to Dept 345
205-900-975.05	Public Safety	BUILDING, BUILDING IMPROVEMENTS	86,000	4,000	90,000	Flooring, Security Camera Expenditure adjustment
205-900-980.01	Public Safety	OFFICE EQUIPMENT/FURNITURE	0	6,728	6,728	Various Computer Equipment
205-900-980.05	Public Safety	PUBLIC SAFETY EQUIPMENT	0	8,000	8,000	Gun Safe
205-900-981.00	Public Safety	CAPITAL VEHICLES PURCHASES	179,000	(25,000)	154,000	Adjust to projected actuals
205-900-985.00	Public Safety	CAPITAL EQUIPMENT PURCHASES	150,000	(115,000)	35,000	A/C change to 985.20, and adjust to ytd actuals
		<b>Net Expenditure Amendment Increase (Decrease)</b>		<b>(178,272)</b>		
		<b>Net of Revenues &amp; Expenditures</b>		<b>268,272</b>		
		<b>Park Improvement Fund Revenue Amendments</b>				
208-000-403.00	Park Improv	CURRENT PROPERTY TAXES - PARK	221,629	8,500	230,129	Adjust to actuals received
208-000-665.00	Park Improv	INTEREST/INVESTMENTS	5,250	4,500	9,750	Adjust to higher level of interest income
		<b>Net Revenue Amendment Increase (Decrease)</b>		<b>13,000</b>		
		<b>Park Improv Fund Expenditure Amendments</b>				
208-900-974.01	Park Improv	LAND IMPROVEMENTS - BEVERLY PARK	(40,000)	40,000	-	Correct reclass from Capital Park Site Improv a/c in system
208-900-974.02	Park Improv	LAND IMPROVEMENTS - BEVERLY GREEN	(50,000)	50,000	-	Correct reclass from Capital Park Site Improv a/c in system
208-900-975.01	Park Improv	BUILDINGS, BUILDING IMPROVEMENTS - BEVERLY PARK	32,500	(8,500)	24,000	Adjust to level of current expenditures on park restrooms
208-900-985.91	Park Improv	EQUIPMENT - BEVERLY PARK - Playground Equipment	190,811	(97,003)	93,808	No further payments beyond downpayment
		<b>Net Expenditure Amendment Increase (Decrease)</b>	<b>133,311</b>	<b>(15,503)</b>	<b>117,808</b>	
		<b>Net of Revenues &amp; Expenditures</b>		<b>28,503</b>		
		<b>ARPA Fund Revenue Amendments</b>				
287-000-512.00	ARPA	ARPA FUNDS - CONTRIBUTED CAPITAL	603,000	(183,000)	420,000	Amend to the estimated ARPA FY23 Expenditures
287-000-528.02	ARPA	FEDERAL GRANT: OAKLAND COUNTY INFRASTRUCTURE GRANT	100,000	(100,000)	-	Will not be received in FY23
		<b>Net Revenue Amendment Increase (Decrease)</b>		<b>(283,000)</b>		
		<b>ARPA Fund Expenditure Amendments</b>				
287-538-972.01	ARPA	WATER - MARGUERITE/HUMMEL	385,000	(25,000)	360,000	Amend to estimated FY23 balance per HRC
287-538-972.03	ARPA	WATER - SERVICE LINE VERIFICATION	318,000	(280,000)	38,000	Majority of expenditures to occur in FY24
287-538-973.02	ARPA	SEWER - SANITARY PUMP STATION	0	22,000	22,000	Amend to Project Engineering expended in FY23
		<b>Net Expenditure Amendment Increase (Decrease)</b>		<b>(283,000)</b>		
		<b>Net of Revenues &amp; Expenditures</b>		<b>0</b>		No net effect
		<b>Capital Fund Revenue Amendments</b>				
401-000-665.00	Capital	INTEREST F/INVESTMENTS	500	20,000	20,500	Amend to estimated Y/E project balance
		<b>Net Revenue Amendment Increase (Decrease)</b>		<b>20,000</b>		
		<b>Capital Fund Expenditure Amendments</b>				
401-900-975.00	Capital	CAPITAL BUILDING IMPROVEMENTS	0	36,337	36,337	Admin Generator final payment, budgeted in FY23

a/c	Fund	Account Description	Amended Budget Beginning	6.20.23 Budget Amendments	Amended Budget Ending	
401-900-974.05	Capital	SIDEWALKS - CONNECTOR	0	44,000	44,000	HRC Engineering Fees projected by year end
401-900-974.06	Capital	SIDEWALKS - SAFE ROUTES	0	12,000	12,000	HRC Engineering Fees projected by year end
		<b>Net Expenditure Amendment Increase (Decrease)</b>		92,337		
		<b>Net of Revenues &amp; Expenditures</b>		<b>(72,337)</b>		





To: Honorable President George and Members of Council

From: Jeff Campbell

Date: June 16, 2023

Re: Wendbrook Forum Follow Up Council Subcommittee

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This item relates to discussion at the June 6, 2023 Council meeting regarding the establishment of a subcommittee to address questions related to the Wendbrook Forum that occurred on May 20, 2023.



**To: Honorable President George and Village Council**

**From: Jeff Campbell**

**Date: 6/16/23**

**RE: Riverside Bridge Cost Estimate**

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In the summer of 2021, Council approved a proposal for repair work on Riverside Bridge. At that time, the Administration was instructed to go out to bid for the work. For whatever reason, the proposal did not go out to bid. On several occasions over the last six months, Council expressed its desire to move forward with this work. Since a significant amount of time has passed since the previous proposal was approved, the current Village Manager requested that HRC review the previous proposal. HRC then submitted a subsequent proposal with estimates that reflect increases related to the cost of materials and labor associated with the repairs to Riverside Bridge. The current proposal is significantly higher than the previous proposal. HRC will be present to explain the increases in the total project cost.

The Administration also requested HRC outline the individualized cost for each separate repair to the Bridge if the Council wishes to spread the cost out over a longer period of time. For your review and discussion are the current proposal and previous proposal.



June 16, 2023

Village of Beverly Hills  
18500 W. 13 Mile Rd.  
Beverly Hills, MI 48025

Attn: Jeffrey Campbell, Village Manager

Re: Updated Draft Proposal for Design Engineering Services:  
Riverside Bridge Rehabilitation Project

HRC Job No. 20230111

Dear Mr. Campbell:

In accordance with your request, Hubbell, Roth and Clark, Inc. (HRC) is pleased to submit this budgetary proposal estimate for design engineering services of the Riverside Bridge Rehabilitation Project crossing the Rouge River in the Village of Beverly Hills. The scope for this bridge rehabilitation project is based on our April 9, 2021 onsite deck investigation, preliminary discussions with the Village, and experience with similar bridge rehabilitation projects.

**PROJECT UNDERSTANDING:**

- A. Based on our onsite April 9, 2021 deck evaluation, HRC recommended the following prioritized repairs and would become part of this project:
  - 1. The deck delaminations, especially in the northeast and northwest quadrants, would be removed and repaired with a cementitious material.
  - 2. Crack repairs and spalls along the deck and approach pavement joints would be completed.
  - 3. Much of the upstream deck sidewalk would be replaced. Replacement of the sidewalk would start at about six inches from the face of barrier to the gutter line, full span length.
  - 4. Partial replacement of the downstream deck sidewalk would occur. Replacement of the sidewalk would start at the gutter line and end about two feet further downstream, full span length.
  - 5. The top coping surface of both bridge barrier railings has spalls and delaminations. Repair of these areas would occur as well.
  - 6. The post-tensioning grout pockets along both fascias contain spalls and efflorescence. Removal and replacement of the grout would occur.
  - 7. Removal of efflorescence noted between the underside of adjacent box beams would occur.
- B. The bridge barrier railings are inlaid with a grouted sandstone façade. Extensive deterioration of the sandstone façade has occurred due to weathering and winter salt moisture. Based on recent Village discussions, repairs to the inlaid façade would be implemented and would consist of replacing the inlaid sandstone with form lined concrete of a similar pattern and color.
- C. We understand the Village would like these repairs completed this construction season.

**SCOPE OF SERVICES:**

HRC will provide the following design engineering rehabilitation services:

- Task 1 On-site investigation to determine the limits of repairs for the contract documents.
- Task 2 Prepare contract plans and specifications. We will prepare these documents based on repair priorities and assign individual pay items. This approach will provide the most flexibility for the Village meeting, not exceeding their construction budget.
- Task 3 Communicate with Village personnel throughout the design process, including status meetings.
- Task 4 Provide the Village with 60% and 90% Owners Review set of documents.
- Task 5 Prepare, submit, and obtain all necessary permit applications.
- Task 6 Assist the Village through the advertising and bidding process.
- Task 7 Evaluate bids, prepare bid tabulations, and make recommendations for the contract award.

**CONSTRUCTION COST COMPARISON: SINGLE PROJECT VERSUS SEPARATE STAND-ALONE PROJECTS:**

The repairs for this bridge can be completed with a single project or separate stand-alone projects. Several advantages of combining all the repairs as a single project, versus separate stand-alone projects, are as follows; construction cost savings results, responsibility for construction is with one company, equipment mobilization time and costs are minimized, and the shortest overall construction duration results. Single project construction costs versus separate stand-alone prioritized project cost comparison is as follows:

**Preliminary Construction Costs (2023 dollars)**

<hr/>		
Single Project:		\$400,000
Separate Stand-Alone Projects: (prioritized)		
1. Deck Delaminations	\$84,000	
2. Deck and Approach Joint Repairs	\$23,000	
3. Upstream Deck Sidewalk Replacement	\$162,000	
4. Downstream Deck Sidewalk Replacement	\$86,000	
5. Railing Coping Repairs	\$27,000	
6. Post Tension Grout Pocket Repairs	\$6,000	
7. Efflorescence Removal, Box Beam Underside	\$3,000	
8. Bridge Barrier Stone Fascade Replacement	\$123,000	
	<hr/>	
<b>Totals</b>	<b>\$514,000</b>	<b>\$400,000</b>

The repairs in the list above is prioritized to address the bridge's integrity as well as any public health and safety concerns first. Please note the construction cost savings for completing the repairs in a single project is about 22% as compared to separate stand-alone projects.

**FEE OF SERVICES:**

As noted above, combining the bridge repairs (Part A) with bridge barrier railing repairs (Part B) as a single project, we would anticipate the total construction cost to be approximately \$400,000. Our bridge rehabilitation design fees typically average about 9% of the construction cost. Therefore, we would propose a bridge rehabilitation design fee cost, not to exceed without prior Village authorization, of \$36,000.

Construction engineering and administration fees would vary greatly depending on the scope of the project selected. Our office can provide a proposal under separate cover once a scope of work is determined to best estimate the level of effort and anticipated budget for construction engineering services.

Our bridge rehabilitation design team would consist of Daniel Mitchell, P.E., President will be the Principal In-Charge, Bradley Shepler as Project Manager, Richard B. Nacey, P.E. Structural Department Head, Krista Schoonveld, P.E. Staff Structural Engineer and Jack Nagle, P.E. Project Civil Engineer. We believe you are familiar with all of these individuals but can provide detailed resumes upon request.

Please note this proposal is for the development of contract documents through award of project and excludes construction engineering, construction support and contract administration.

Thank you again for the opportunity to submit this proposal. If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Bradley Shepler, P.E.  
Senior Associate

RBN/ bws

pc: Village of Beverly Hills; Neil Johnston  
HRC; D. Mitchell, J. Nagle, K. Schoonveld, File

# Memorandum

To: Brad Shepler, P.E.

From: Krista Schoonveld, P.E. and Rich Nacey, P.E.

Date: May 14, 2021

Subject: Village of Beverly Hills  
Riverside Bridge Deck Investigation

HRC Job No. 20200667

As requested, on April 9, 2021, Rich Nacey and Krista Schoonveld completed the site investigation regarding the deterioration observed in the deck and sidewalk of the Riverside Bridge crossing over the Rouge River, just east of Evergreen Road. This bridge consists of 36" wide x 33" deep reinforced concrete box beams and a 6" reinforced concrete deck.

Site observations include reflective longitudinal cracking in the deck full span length, diagonal and some random deck cracking in each quadrant, as well as several transverse cracks mostly along the east approach joint, spalling and delamination of the concrete deck in the northeast and northwest quadrants, and some minor efflorescence between the adjacent box beam joints on the underside of the deck. Majority of efflorescence noted on the underside was noted along the second joint from the upstream fascia beam below the sidewalk, along with some minor longitudinal cracking in the beams at this joint. Efflorescence and cracking were noted in the post-tensioning grout pockets.

## Observations of Significance:

- Cracking, deterioration, and delamination of the deck noted in the northeast and northwest quadrants.
  - Northeast quad approximately 70 square feet
  - Northwest quad approximately 45 square feet
- Cracking located along the deck and approach joint was noted.
- Significant deterioration and delaminations noted in the upstream sidewalk. Totalling approximately 328 square feet.
- Deterioration and delamination noted along the deck joint of the downstream sidewalk. Totalling approximately 82 square feet.
- Efflorescence along the box beam underside below the upstream sidewalk.
- Cracking and spalling along the top of the concrete railing.
  - Upstream rail approximately 26 linear feet.
  - Downstream rail approximately 16 linear feet.
- Overall good condition of the underside of all box beams.
- Efflorescence and cracking in post-tensioned grout pockets.

## Evaluation:

It appears that water has migrated under the concrete sidewalk along the sidewalk/deck joint and due to freeze-thaw cycles

**Delhi Township**  
2101 Aurelius Rd.  
Suite 2A  
Holt, MI 48842  
517-694-7760

**Detroit**  
535 Griswold St.  
Buhl Building, Ste 1650  
Detroit, MI 48226  
313-965-3330

**Grand Rapids**  
801 Broadway NW  
Suite 215  
Grand Rapids, MI 49504  
616-454-4286

**Howell**  
105 W. Grand River  
Howell, MI 48843  
517-552-9199

**Jackson**  
401 S. Mechanic St.  
Suite B  
Jackson, MI 49201  
517-292-1295

**Kalamazoo**  
834 King Highway  
Suite 107  
Kalamazoo, MI 49001  
269-665-2005

**Lansing**  
215 S. Washington SQ  
Suite D  
Lansing, MI 48933  
517-292-1488

has caused the concrete sidewalk surface to deteriorate, scale and delaminate from the deck. It appears that water has migrated under the concrete deck along the approach joints and due to freeze thaw cycles, has cause the concrete deck surface to delaminate from the box beams. It is our opinion that the deterioration is likely limited to the concrete deck and sidewalk and does not extend into the top flange of the box beam. The efflorescence noted along the box beam joints indicates the water is likely pooling under the sidewalk and deck and migrating through the box beam joints. The box beams were noted to be in good condition but if the water migration is not addressed, further deterioration of the box beams is expected.

**Prioritized Recommendations (Higher to lower):**

1. Replace cracked and delaminated concrete deck in the northeast and northwest quadrant along the approach joint. During removal operations the box beam top flanges should be evaluated.
2. Replace cracked and delaminated concrete sidewalks.
3. Hot-pour seal the sidewalk/deck joint and each approach joint.
4. Apply a silane-based penetrating sealant to all exposed surfaces of the concrete deck, sidewalk, and railing to seal all cracks.
5. Replace cracked and spalled concrete along top of bridge railing.
6. Replace deteriorated grout in post-tensioned pockets.
7. Above noted repairs should be combined into a bridge maintenance project.

The estimated cost of construction for these recommendations would be approximately \$186,000.

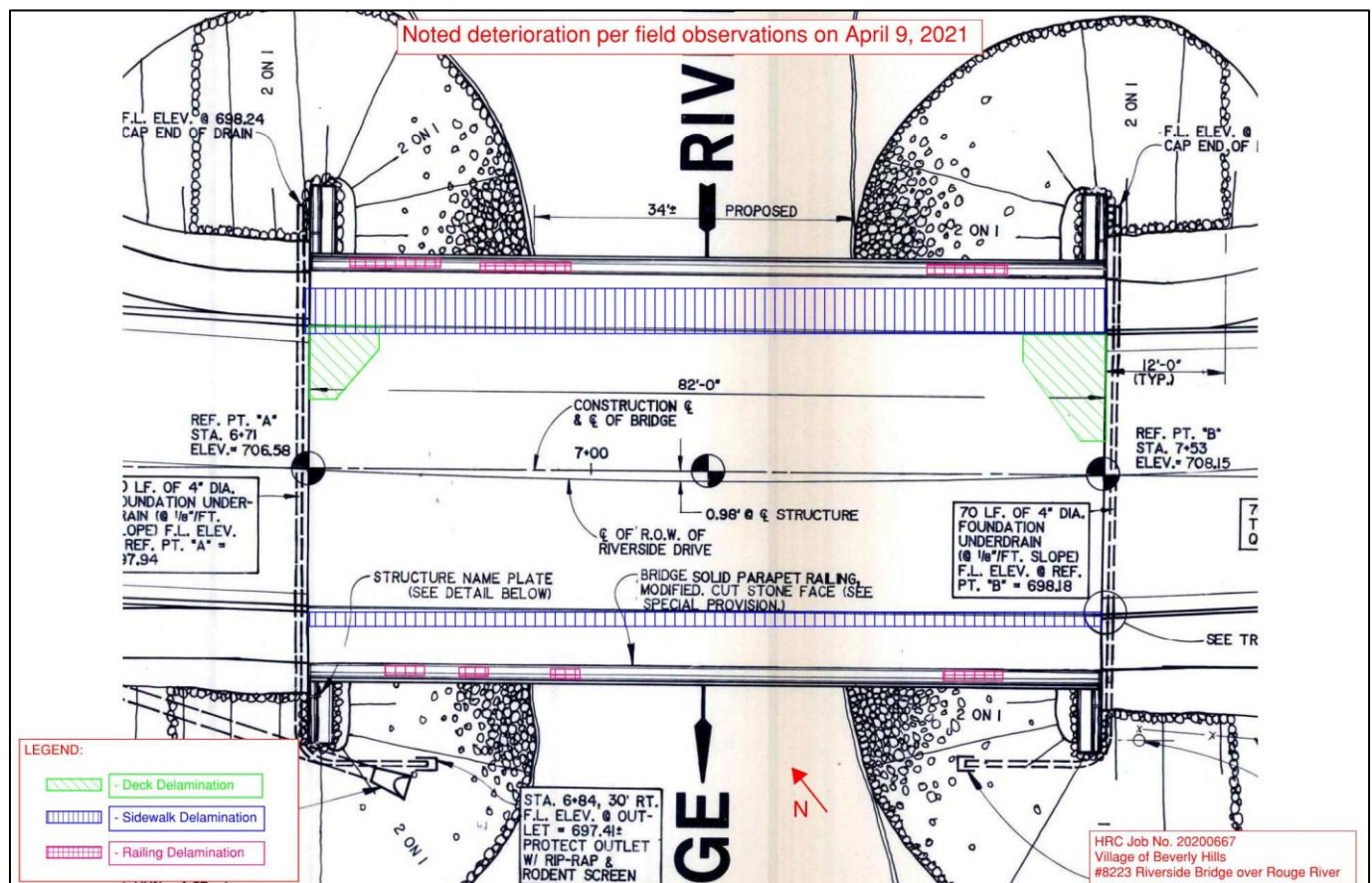


Figure 1: Locations of significant cracking and delamination of the deck, sidewalk and railing.



**Photos of Significance:**

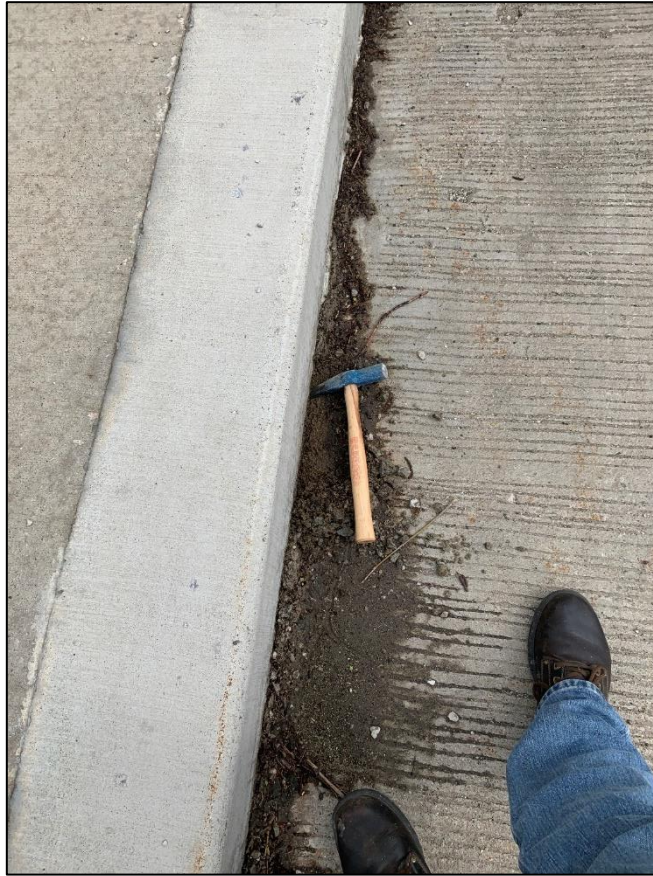


*Photo 1: Deck cracking, sidewalk deterioration, and railing spalls in Northwest quad.*



*Photo 2: Deck cracking and sidewalk deterioration in Northwest quad.*





*Photo 3: Sidewalk deterioration along deck joint.*



*Photo 4: Exposed reinforcement in sidewalk*





*Photo 5: Efflorescence and minor beam cracking 2<sup>nd</sup> joint from upstream fascia beam, below the sidewalk.*



*Photo 6: Efflorescence and cracking in post-tensioned grout pocket.*



**HRC**  
HUBBELL, ROTH & CLARK, INC  
CONSULTING ENGINEERS SINCE 1915

### Engineer's Preliminary Opinion of Probable Construction Cost

Basis of Estimate:	Concept:	x	BOD:		Design:	
	Prelim:		Revised:		Final:	

Engineer's Note: This estimate does not include design fees or project management fees. This estimate is for construction costs only. Estimate is based on 2021 dollars.



**To:** Honorable President George; Village Council Members

**From:** Jeff Campbell, Village Manager

**Subject:** Manager's Report

**Date:** June 16, 2023

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**Sculptures in the Parks Slow Roll/Stroll** – On Wednesday, June 21, 2023, the Village is hosting a tour of the ten sculptures that are featured in the Beverly Hills Sculptures in the Parks program. The Village's Parks and Recreation Board members will act as docents, telling you more about the sculptures at each stop. The tour will start promptly at 6:30 p.m., leaving from Beverly Park (18801 Beverly Road) with a guided "slow roll" bicycle ride to Douglas-Evans Nature Preserve and Riverside Park. This is a slow-paced 2-mile ride suitable for adults (18+). Everyone is required to wear a helmet. When we return to Beverly Park, we'll stroll to seven additional sculptures located throughout the park. If you would only like to participate in the strolling part, please arrive at the Beverly Park Pavilion by 7:00 p.m.

**Offices Closed and Trash Delay** – Village offices will be closed on Tuesday, July 4<sup>th</sup>, in observance of Independence Day. Tuesday trash pickup for residents west of Evergreen will be delayed one day and will occur on Wednesday, July 5<sup>th</sup>.

**Regular Council Meeting on Wednesday, July 5<sup>th</sup>, 2023 at 7:30 p.m.** – In observance of Independence Day, there is no regular Council meeting on Tuesday, July 4<sup>th</sup>, 2023 at 7:30 p.m. The Regular Village Council meeting is scheduled for Wednesday, July 5<sup>th</sup>, 2023 at 7:30 p.m.

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

**July Newsletter** – An extra Village Newsletter will be going out in July that will explain the required increases to the Village's water rates and fees, informing residents of these changes. We will also include links to the information on the Village website and Facebook.

# **Beverly Hills Public Safety** **Activity Report**

**June 1st to June 15<sup>th</sup> 2023**

Beverly Hills Public Safety Department has been working with the Insurance Services Office Inc. to keep insurance classifications up to date. We have met this month with our ISO representative to assure that proper property insurance premium calculations are available to individual property owners. The results of which should be available later this year.

## ○ **CALLS FOR SERVICE**

- **312 Calls for Service.**
- **77 Tickets issued.**
- **9 Arrests.**
- Crime Prevention at Beverly School.
- Crime Prevention at Greenfield School.
- Traffic Accident at Lahser and Hampstead.
- Gun Permit issued.
- Parking Complaint on Southfield.
- Welfare Check on 13 Mile.
- Suspicious Circumstances at Mission Point.
- Crime Prevention at Beverly Park.
- Traffic Enforcement at Beverly and Bates.
- Traffic Accident at Southfield and 13 Mile.
- Vehicle Lockout at Norchester and Beverly.
- Reckless Driver reported on 13 Mile and Lahser.
- Alarm on 14 Mile.
- Crime Prevention on Eastlady.
- Traffic Enforcement at Beaconsfield and Saxon.
- Traffic Accident at Southfield and Beverly.
- Parking Complaint on Beverly.
- Crime Prevention in Beverly Park.
- Medical at Mission Point.

- Medical on Sunnyslope.
- Operation Medicine Cabinet.
- Suspicious Circumstances in Huntley Square Apartments.
- Medical on Belmont Court.
- Suspicious Persons on Kirkshire.
- Welfare Check in Huntley Square Apartments.
- Traffic Accident at 13 Mile and Southfield.
- Radar Detail on Nottingham.
- Citizen assist in Huntley Square Apartments.
- Crime Prevention at Greenfield School.
- Traffic Accident on 13 Mile/Stafford.
- Crime Prevention at Riverview and Lahser.
- Lift Assist on Arlington.
- Alarm on Pierce.
- Beverly Park closed for the night.
- Traffic Enforcement at 14 Mile and Lahser.
- Officers stopped a driver for a minor traffic violation at 14 Mile and Lahser. The driver was arrested for Driving While License Suspended and was taken into custody without incident.
- Road Hazard removed at Greenfield and 13 Mile.
- Crime Prevention at Queen of Martyrs School.
- Extra Patrol in Beverly Park.
- Radar Detail on 14 Mile.
- 911 Hang Up welfare check on Robinhood.
- Suspicious Circumstances on Fairfax.
- Welfare Check on Eastlady.
- Animal Complaint on Rosevear.
- Traffic Accident on 13 Mile and Southfield.
- Officers investigated a vehicle accident at 13 Mile and Southfield and arrested one of the drivers on a warrant. The arrest was without incident.
- Medical on Kirkshire.
- Suspicious Circumstances on Normandale.
- Suspicious Persons on Greenfield.
- Alarm on Amherst.
- Crime Prevention on Eastlady.
- Traffic Enforcement at Evergreen and 13 Mile.
- Officers stopped a driver for a minor traffic violation at Greenfield and 14 Mile. The driver was arrested for Driving While License Suspended and warrants. The arrested was without incident.

- Suspicious Circumstances in Huntley Square Apartments.
- Noise Complaint on Hill Crest.
- Alarm on Kennoway.
- Crime Prevention at Groves High School.
- Officers stopped a driver for a minor traffic violation at 13 Mile and Woodgate. The driver was arrested for Driving While License Suspended. The arrest was without incident.
- Medical on Lincolnshire.
- Extra Patrol at Beverly Park.
- Fire Truck Checks at the station.
- Mutual Aid Fire Investigation in Bloomfield Hills.
- Grass Fire at Groves High School.
- Traffic Accident on Beverly.
- Alarm on Turnberry Court.
- Suspicious Circumstances on 13 Mile and Pierce.
- Fire Alarm on Southfield.
- Motorist Assist on 13 Mile and Chelton.
- Crime Prevention at Douglas Evans Park.
- Crime Prevention at Beverly Park.
- Police Training at the station.
- Radar Detail on Lahser.
- Assisted Wayne County with a death notification.
- Crime Prevention at the Corners Shopping Mall.
- Crime Prevention at Beverly School.
- Crime Prevention at Greenfield School.
- Traffic Enforcement at Riverside and Evergreen.
- Crime Prevention at Market Fresh.
- Medical at Mission Point.
- Radar Detail on Nottingham.
- Medical on Elizabeth.
- Animal Complaint on 13 Mile.
- Motorist Assist on Lahser.
- Crime Prevention at the Corners Shopping Mall.
- Alarm on Pickwick.
- Assisted Oakland County SWAT.
- Traffic Enforcement at Riverside and Evergreen.
- Traffic Enforcement at Riverview and Lahser.
- Crime Prevention at Riverview and Meadow.
- Extra Patrol at Groves High School.
- Closed Beverly Park for the night.
- Crime Prevention at Queen of Martyrs School.
- Suspicious Persons at Douglas Evans Park.



- Assault reported at Mission Point.
- Crime Prevention at Edgewood and Kirkshire.
- Crime Prevention at Robinhood and Nottingham.
- Crime Prevention in the Huntley Square Apartments.
- Crime Prevention at Beverly School.
- Crime Prevention at Greenfield School.
- Informational Report made at the station.
- Follow up investigation on 13 Mile.
- Abandoned Auto on 13 Mile.
- Solicitor Complaint on Waltham.
- Citizen Assist at Mission Point.
- Suspicious Persons at Greenfield School.
- Reckless Driving reported on Lahser.
- Medical on 14 Mile.
- Traffic Accident on 13 Mile.
- Solicitor Complaint on Old Post.
- Crime Prevention at Market Fresh.
- Crime Prevention at the Corners Shopping Mall.
- Crime Prevention at Riverview and Meadow Lane.
- Extra Patrol at Beverly Park.
- Traffic Enforcement at Beverly and Bates.
- Traffic Enforcement at Beverly and Reedmere.
- Radar Detail at 14 Mile and Lahser.
- Crime Prevention at Beverly Park.
- Suspicious Person on Lahser.
- Suspicious Person at Mission Point.
- Extra Patrol at Riverside and Carlelder.
- Crime Prevention in the Huntley Square Apartments.
- Crime Prevention at Metamora and Lahser.
- Crime Prevention at Madison and Buckingham.
- Extra Patrol at Acacia Cemetery.
- Suspicious Vehicle on Sleepy Hollow.
- Citizen Assist at Huntley Square Apartments.
- Alarm on Chelton.
- Crime Prevention at Greenfield School.
- Wires Down on Evergreen and 13 Mile.
- Citizen Assist at Mission Point.
- Alarm on Eastlady.
- Solicitor Complaint at Beverly and Englewood.
- Larceny on Birwood.
- Hospice Death on Kennoway.
- Medical on Lahser.
- Motorist Assist on 14 Mile and Southfield.
- Reckless Driving reported on 13 Mile.

- Animal Complaint on Village Pines.
- Animal Complaint on Stellamar.
- Beverly Park closed for the night.
- Officers stopped a driver for a minor traffic offense at Southfield and 14 Mile. The driver was arrested for outstanding warrants and was taken into custody without incident.
- Radar Detail at Beverly and Southfield.
- Crime Prevention at the Corners Shopping Mall.
- Crime Prevention at Beverly Park.
- Crime Prevention at the Beverly Hills Academy.
- Traffic Accident on 13 Mile and Evergreen.
- Crime Prevention at Beverly School.
- Operation Medicine Cabinet.
- Crime Prevention at Market Fresh.
- Welfare Check on Orchard Way.
- Suspicious Circumstances at Mission Point.
- Animal Complaint on 13 Mile.
- Alarm in Huntley Square Apartments.
- Medical on Beverly.
- Crossing Guard Detail at Beverly School.
- Officers picked up a subject on an outstanding warrant at Troy PD. The subject was taken into custody without incident.
- Medical on Woodhaven.
- Suspicious Persons on Sheridan.
- Suspicious Circumstances on Sheridan.
- Suspicious Circumstances at Mission Point.
- Traffic Accident at 13 Mile and Southfield.
- Beverly Park closed for the night.
- Noise Complaint in Huntley Square Apartments.
- Loud Party complaint in Huntley Square Apartments.
- Suspicious Persons in Beverly Park.
- Officers stopped a driver for a minor traffic violation at 13 Mile and Eldridge. The driver was arrested for Driving While License Suspended and for warrants. The arrest was without incident.
- Prisoner Transport to Birmingham PD.
- Crossing Guard Detail at Southfield and Beverly.
- Domestic Assault reported on Elwood.
- Crossing Guard Detail on Southfield and Beverly.
- Prisoner Transport from Beverly PD.
- Traffic Accident at Lahser and 13 Mile.

- Assisted Animal Control with a dead deer at Lahser and 13 Mile.
- Public Relations on Bellvine Trail.
- Crime Prevention at Market Fresh.
- Parking Complaint on 14 Mile.
- Prisoner Transport from Beverly PD.
- Crime Prevention at the Corners Shopping Mall.
- Medical on Madison.
- Crime Prevention at Greenfield School.
- Crime Prevention at the Village Offices.
- Traffic Enforcement at Eastlady and Smallwood.
- Suspicious Persons at High Bank and Lincolnshire.
- Traffic Enforcement at Southfield and Beverly.
- Traffic Enforcement at Pierce and Reedmere.
- Crime Prevention at Waltham and Sunset.
- Suspicious Persons at Greenfield and 13 Mile.
- Crime Prevention at Sheridan and Madoline.
- Extra Patrol at DPW Building.
- Alarm at Groves High School.
- Extra Patrol at the Village Offices.
- Crime Prevention at the Corners Shopping Mall.
- Alarm on Lincolnshire.
- Public Relations at Devonshire and Riverside.
- Crime Prevention at Market Fresh.
- Medical at Mission Point.
- Public Relations at Auburn and Fairfax.
- Fire Alarm in Huntley Square Apartments.
- Crime Prevention at Beverly Park.
- Traffic Enforcement on 14 Mile.
- Crime Prevention at Queen of Martyrs.
- Radar Detail on 14 Mile.
- Suspicious Circumstances on Reedmere.
- Crime Prevention on Metamora and Foxboro.
- Crime Prevention at Mayfair and Nixon.
- Suspicious Persons at Groves High School.
- Extra Patrol at the DPW Building.
- Traffic Enforcement at Greenfield and 13 Mile.
- Crime Prevention on Norchester.
- Suspicious Person on Southfield.
- Suspicious Circumstances on Dundee Court.
- Extra Patrol in the Huntley Square Apartments.
- Medical on Tremont.
- Crime Prevention in the Huntley Square Apartments.
- Citizen Assist at Mission Point.

- Medical on Devonshire.
- Suspicious Circumstances on 13 Mile.
- Medical at Mission Point.
- Fire Truck Checks at the station.
- Alarm on Bellvine Trail.
- Crime Prevention in the Huntley Square Apartments.
- Crime Prevention at 14 Mile and Robinhood.
- Crime Prevention at Bates and Dunblaine.
- Hospice Death on Warwick.
- Extra Patrol in Beverly Park.
- Citizen Assist on Bellvine Trail.
- Crime Prevention on Riverview.
- Suspicious Person on 14 Mile.
- Radar Detail on 14 Mile.
- Road Hazard removed at 13 Mile and Southfield.
- Operation Medicine Cabinet.
- Welfare Check on Orchard Way.
- Radar Detail on Fairfax.
- Radar Detail on Sheridan.
- Traffic Enforcement at Verona and Greenfield.
- Radar Detail on 14 Mile.
- Animal Complaint on 13 Mile.
- Traffic Enforcement at Verona and Greenfield.
- Suspicious Vehicle at 13 Mile and Southfield.
- Traffic Enforcement at Verona and Greenfield.
- Crime Prevention at Berkshire School.
- Animal Complaint on Madoline.
- Traffic Enforcement at Verona and Greenfield.
- Suspicious Vehicles on Pierce.
- Beverly Park closed for the night.
- Crime Prevention at Groves High School.
- Crime Prevention on 13 Mile.
- Extra Patrol in the Huntley Square Apartments.
- Traffic Enforcement at 14 Mile and Southfield.
- Officers stopped a driver for a minor traffic violation at 14 Mile and Greenfield. The driver was arrested for a warrant out of Royal Oak PD. The driver was taken into custody and turned over without incident.
- Traffic Enforcement at Evergreen and 13 Mile.
- Crime Prevention at Beverly and Pierce.
- Traffic Enforcement at Verona and Greenfield.
- Radar Detail at Verona and Madison.
- Radar Detail at Madison and Verona.
- Crime Prevention at Beverly Park.

- Hospice Death on Beverly.
- Radar Detail at Beverly and Verona.
- Crime Prevention at Metamora and Foxboro Way.
- Radar Detail at Beverly and Pierce.
- Barking Dog Complaint on 13 Mile.
- Assisted Birmingham PD with a domestic violence subject at 14 Mile and Bates.
- Identity theft reported on Wilshire.
- Welfare Check on Greenfield.
- Traffic Enforcement at Greenfield and Verona.
- Traffic Enforcement at Auburn and Beverly.
- Citizen Assist on Beverly.
- Suspicious Circumstances on Fairfax.
- Beverly Park closed for the night.
- Crime Prevention at Groves High School.
- Traffic Enforcement at Lahser and Hillview.
- Traffic Enforcement at 14 Mile and Southfield.
- Traffic Enforcement at Verona and Beverly.
- Traffic Enforcement at Auburn and Beverly.
- Traffic Enforcement at Beverly and Verona.
- Suspicious Circumstances at Mission Point.
- Larceny reported on Woodhaven.
- Traffic Accident on Stellamar.
- Assisted Southfield PD with a traffic accident at Southfield and 13 Mile.
- Traffic Enforcement at Verona and Greenfield.
- Motorist Assist on Beverly and Verona.
- Traffic Accident at 13 Mile and Evergreen.
- Suspicious Persons at Auburn and Beverly.
- Alarm on 13 Mile.
- Traffic Enforcement at Pierce and Dunblaine.
- Traffic Enforcement at Beverly and Reedmere.
- Welfare Check on Marguerite.
- Operation Medicine Cabinet.
- Suspicious Circumstances at Mission Point.
- Suspicious Person at Mission Point.
- Smoke Investigation on Buckingham
- Traffic Enforcement at Riverside and Evergreen.
- Beverly Park closed for the night.
- Suspicious Person on 14 Mile.
- Noise Complaint on Madison.
- Crime Prevention at Greenfield School.
- Crime Prevention at Robinhood and King Richard.
- Crime Prevention at Ronsdale and Evergreen.

- Crime Prevention at Waltham and Sunset.
- Crime Prevention at Georgetown and Pebblestone.
- Crime Prevention at Buckingham and Kirkshire.
- Assisted Berkely PD with searching for a suspicious vehicle at 14 Mile and Greenfield.
- Traffic Enforcement at Bellvine and Smallwood.
- Crime Prevention at Mayfair and Nixon.

### **Fire & Emergency Medical Services**

- 19 EMS Calls.
- 1 Lift Assist.
- 1 Smoke Investigation.
- 1 Mutual Aid Fire Investigation.
- 1 Fire Alarm.
- 1 Wires Down.
- 2 Weekly Apparatus Checks.
- Supervise Midnight Platoons 3 and 4.
- Attend Oakland County Medical Control EMS Operations Meeting.
- Attend CLEMIS CFIRS Training Module training.
- ISO audit meeting with ISO Representative.

### **Detective Bureau and School Liaison**

- Prisoner Transport two prisoners to OCJ.
- Subpoenas served to witnesses/Victim for OC Prosecutor.
- Follow up interview with Elderly Scam victim.
- Continued background investigation for new hire.
- PSO Balagna at SWAT training.
- Sgt Baller Conducted Taser Certification.
- Pediatric burns MFR training.
- Ventilation fire training.
- Subpoena sent to Uber Eats to obtain driver information.
- Interview with Mission Point nurse.
- Traffic Conference at the 46th District Court.
- Response Priorities and Actions Firefighting training.
- Court Innovations at the 46th District Court.
- Completed ISO renewal prep.
- Completed Oakland County fire training needs survey.
- Took multiple desk reports-attempt LFA of vehicle, Crash report, Larceny report.

- Worked with USPS investigator on Larceny of mail/Fraud.
- Follow up investigation with B&E at Beverly Manor.
- Sgt Baller and Det. Balagna conducted Welfare check at Huntley Square Apartments.

## **How To Avoid a Scam**

**from the Federal Trade Commission website June 2023.**

**Block unwanted calls and text messages.** Take steps block unwanted calls and to filter unwanted text messages.

**Don't give your personal or financial information in response to a request that you didn't expect.** Honest organizations won't call, email, or text to ask for your personal information, like your Social Security, bank account, or credit card numbers.

If you get an email or text message from a company you do business with and you think it's real, it's still best not to click on any links. Instead, contact them using a website you know is trustworthy. Or look up their phone number. Don't call a number they gave you or the number from your caller ID.

**Resist the pressure to act immediately.** Honest businesses will give you time to make a decision. Anyone who pressures you to pay or give them your personal information is a scammer.

**Know how scammers tell you to pay.** Never pay someone who insists you pay with cryptocurrency, a wire transfer service like Western Union or MoneyGram, or a gift card. And never deposit a check and send money back to someone.

**Stop and talk to someone you trust.** Before you do anything else, tell someone — a friend, a family member, a neighbor — what happened. Talking about it could help you realize it's a scam.

beverly hills night



# BEVERLY HILLS NIGHT



**June 24, 2023**

**7:30PM**



**vs**



**keyworth stadium**  
3201 Roosevelt St, Hamtramck, MI 48212





*Your Place to Stay Active & Connected*

---

Proudly serving the 50+ population of Birmingham, Bingham Farms, Beverly Hills, Franklin, and surrounding areas.

Hello Friends of Next,

June 5, 2023

We have exciting news to share ....but first a little background information.

The Next staff and Board of Directors, along with the leadership of the City of Birmingham, have long known that the space where Next resides, the Midvale building, has become inadequate to properly address the needs of active adults now, and in the future. Residents 65 and over are the fastest growing segment of the population and soon will outnumber children 18 and under in Michigan. The Birmingham area is no exception. In fact, we are about to see the most significant demographic shift in our history.

Along with this population shift, Next strives to offer high quality programs; from our well attended Thursday Evening Speaker Series, Henry Ford Health & Wellness presentations, unique art classes, a multitude of fitness offerings, along with travel, enrichment opportunities, and Support Services. And most importantly – so many ways to gather, connect and forge friendships. Our members have responded with almost exponential growth and increased attendance, which is wonderful, but further emphasizes the fact that our current space is very limiting.

As you may be aware, Next does not have a lease or ownership of the Midvale building, making it difficult to plan for the future. For quite a while, we have tried to secure a long-term arrangement with the Birmingham Public Schools, but that has not proven possible. We are grateful for the symbiotic relationship we have shared with BPS over the last 45 years, but after thoughtful consideration, it is time to move on from our long-time partnership to a facility better suited for our growing adult population.

Over the last few years, we have looked and investigated many ideas, sites and non-traditional options to relocate. We have spoken to developers, property managers and property owners, doing due diligence and leaving no stone unturned. This is a tricky market with little open space and expensive property values.

Tom Markus, the Birmingham City Manager, at the charge of the Birmingham Commission, has diligently worked with Next to find our “Next” home. While land acquisitions and building purchases need to remain confidential based on municipal protocol, we are now at the point to be able to share news. The City of Birmingham has



purchased the YMCA building on East Lincoln Street in Birmingham as a combined future site for the Y and Next. The YMCA will reduce its footprint as it looks to expand operations in neighboring communities, and Next will be able to utilize 30,000 square feet of the current 40,000 square foot building – that triples our current space! As the City of Birmingham has worked to secure a bright future for Next, we have also made a significant financial contribution that solidifies our commitment to this new exciting phase in our combined efforts to elevate the programs and services to area residents.

This is great news for Next and the Y as our missions are well-aligned and our view of service to the community are very compatible. The Birmingham City Commission has enthusiastically approved this plan, fulfilling one of the city's important strategic goals – a new home where our 50 plus community can stay active and connected.

There is much yet to accomplish and much to consider but it is all very exciting! This move will unfold in the next few years as we line-up funding, undergo building renovations and make sure we are well situated to provide quality programs and exceptional service well into the future.

Although we are in the preliminary stages of this project, there will no doubt be questions in the coming days and months. We plan to put a couple of town hall forums on the calendar to share more details about our future plans and answer any questions you may have.

In the meantime, if you have any immediate questions, please contact me at [cbraun@birmingham.k12.mi.us](mailto:cbraun@birmingham.k12.mi.us) or stop in to my office when you're in the building.

Thank you to our members for your patience and flexibility, thank you to the Birmingham Commissioners for making the 50 plus community a priority, and a huge thank you to Tom Markus for working so hard on behalf of Next and the entire community.

With respect and gratitude,



Cris Braun  
Executive Director



Jay Reynolds  
Next Board President



Marcia Wilkinson  
Next Board Incoming President

