

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

Absent: Mooney

Also Present: Village Manager, Wilson
Village Clerk / Assistant Manager, Rutkowski
Village Attorney, Ryan
Public Safety Director, Torongeau
Finance Director, McCarthy

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

AMENDMENTS TO AGENDA/APPROVE AGENDA

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

Motion passed.

COMMUNITY ANNOUNCEMENTS

James Delaney, Village representative on the Ad-Hoc Joint Senior Services Committee, reported that an interlocal agreement has been drafted. The intention is to create a commission, which in turn would assist Next Senior Living Services to buy or lease property should it become necessary. The Committee has representative from the Village, Birmingham, Bingham Farms, and Franklin. Next serves all of these communities and provides invaluable support for residents.

PUBLIC COMMENTS

None.

CONSENT AGENDA

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

1. Review and consider approval of minutes of a regular Council meeting held October 1, 2019.
2. Review and file bills recapped as of Monday, October 15, 2019.
3. Set Public Hearing date for reprogramming of Community Development Block Grant allocation for Program Year 2017 for Tuesday, November 19, 2019.

Roll Call Vote:

Motion passed (6-0)

BUSINESS AGENDA

RECEIVE AND FILE AUDIT PRESENTATION BY PLANTE MORAN

Council members are in receipt of the audited financial statements of the Village of Beverly Hills for the fiscal year ended June 30, 2019. A copy of the report and presentation are available at the Village Offices.

Auditor Martin Olejnik highlighted that the Village General Fund is in a strong position. The Village pension fund is 84% funded, and the OPEB is over 69% funded; the state average is 20%.

Auditor Rumzei Abdallah highlighted key points of the financial statements. He referred to a graph illustrating General Fund Revenue and the sources of that revenue. The biggest sources of revenue for the General Fund continue to be State Shared Revenue and Property Tax revenue and fees. A subsequent graph demonstrated an increase in taxable value and State Equalized Value (SEV) in the last five years.

A graph of General Fund Expenditures by major category illustrated that expenses are consistent with previous years. A graph depicting fund balances relative to the minimum target shows that the Village is above the recommended minimum of 20% of the next year's general fund expenditures. He discussed a graph showing progress on long-term debt obligations.

Olejnik discussed the letter addressed to the Village Council. The first section contains required communication on the audit process. Section two discusses the audit process in general. There were no issues discovered during the audit and no disagreements with management. Section three contains general recommendations from Plante Moran based on the results of the audit. There were no significant deficiencies in the audit. The items noted were related to controls over reconciliations and general ledgers.

Olejnik commended the Village for its record keeping and thanked Village staff for their assistance during the audit process. Peddie thanked Olejnik and Abdallah for presenting the audit report. She recognized the Village staff for a job well done.

Motion by George, second by Mueller, to receive and file the Financial Report dated October 1, 2019 for the year ending June 30, 2019.

Motion passed.

PUBLIC HEARING TO RECEIVE COMMENTS ON THE PROPOSED MIDDLE SCHOOL GUARD HOUSE CONSTRUCTION AT DETROIT COUNTRY DAY SCHOOL (DCDS), 22305 W. 13 MILE ROAD

Peddie opened the Public Hearing at 8:07 p.m.

No one wished to be heard, therefore the hearing was closed at 8:08 p.m.

REVIEW AND CONSIDER SITE PLAN APPROVAL AND SPECIAL LAND USE REQUEST FROM DETROIT COUNTRY DAY SCHOOL, 22305 W. 13 MILE ROAD, FOR MIDDLE SCHOOL GUARD HOUSE

The Village has received plans to install a building at the Middle School parking lot at Detroit Country Day School for use by security personnel. As a private school in the R-1, Single Family Residential Zone District, any accessory buildings require site plan and special land use approval. Village Ordinance, Section 22.14.030 requires special land use approval for accessory structures at a private school in a Single-Family Residential Zone District. Additionally, Section 22.08.300, j requires any modifications to the site after approval that are not in accordance with the approved site plan to obtain special land use approval.

The Planning Commission held a public hearing on August 28, 2019 for plans submitted by DCDS to install the building at the Middle School parking lot. Upon receiving public comments and reviewing the submittal, the Planning Commission made a recommendation that the Village Council approve the site plan and the special land use requests contingent on the Village receiving plans with compete title block, date, and location setbacks clearly marked, and the installation of “Do Not Block Driveway” signage in either direction before the private residence on Hillview Lane. Procedurally, a public hearing on the special land use request must be held by the Council prior to issuing a decision on the requests for special land use and site plan approval.

The Village has received updated plans pursuant to the Planning Commission recommendation. Additionally, the review letter from the Village Planning Consultant and an excerpt from the minutes of the Planning Commission meeting held August 28, 2019 were provided.

Mary Sclabassi, Security Director at DCDS, explained that the guard house will allow for the pre-screening of campus guests during school hours. The guard house would not be staffed during high traffic times to avoid traffic backups onto Hillview.

Mueller and Hrydziuszko asked for clarity on the hours the guard shack would be staffed. Sclabassi explained that someone would be there from after the start of the school day at 8:30 a.m. to just before student dismissal at 2:45 p.m.

George pointed out that there have been repeated requests for a copy of the security report which prompted the need for the guard house, none of which have been answered. He echoed others concerns related to the traffic flow and potential backups onto Hillview Lane. He is particularly concerned about times where there are special events, witch high volume traffic, during the school day. Sclabassi explained that the guard house would not be staffed during drop off and pick up times. During any special events scheduled, the cars would be allowed in the lot and not need pre-screening at the entrance.

Motion by Hrydziuszko, second by Mueller, be it resolved that the Village Council of Beverly Hills approves request for special land use approval from Detroit Country Day School, 22305 W. 13 Mile Road, to install a guard house at the Middle School parking lot entrance off Hillview Lane, provided it is staffed only from 8:30 a.m. to 2:45 p.m. Monday thru Friday, subject to review by Council.

Motion passed.
George – opposed.

Motion by Hrydziuszko, second by Mueller, be it resolved that the Village Council of Beverly Hills approves request for modification to a site plan from Detroit Country Day School, 22305 W. 13 Mile Road, to install a guard house at the Middle School parking lot entrance off Hillview Lane.

Motion passed.

REVIEW AND CONSIDER SITE PLAN APPROVAL REQUEST FROM DETROIT COUNTRY DAY SCHOOL, 22305 W. 13 MILE ROAD, FOR TENNIS COURT UPGRADES

Detroit Country Day School has submitted plans to perform renovations on the existing tennis courts at the upper school portion of their campus. Due to the scope of the project, Section 22.08.290 requires site plan approval prior to construction. Per Village Ordinance, Council must first refer the proposal to the Planning Commission for a recommendation after which Council will have the opportunity to review and consider approval of the proposal.

The plans submitted detail the proposed removal and reconstruction of the existing tennis courts, including excavation and removal of the courts and base materials (approximately 4,100 yds of material), installation of new base and surface, installation of edge drain, and removal and replacement of court fencing. The Planning Commission reviewed the plans at their meeting held September 25, 2019 at which time the school representative confirmed the fencing would be removed during the project and replaced upon completion and that no lighting is proposed to be installed. The project is slated to begin at the end of the school year, June 2020.

The Village Engineer has reviewed the plans and does not anticipate any impacts given the limited scope of modifications to the existing facilities. Administration will monitor the progress and inspect upon completion to ensure site plan compliance. The Village Planning Consultant has also reviewed the plans. Minutes of the Planning Commission meeting at which the Commission recommended approval of the site plan and a copy of the plans and scope of work provided by DCDS were provided to the Council.

Motion by Abboud, second by Hrydziuszko, be it resolved that the Village Council of Beverly Hills approves plans submitted by Detroit Country Day for renovations to existing tennis courts provided that no lights are added to the court and subject to review and approval by the Village Engineer for grading and drainage.

Motion passed.

PUBLIC COMMENTS

None.

MANAGER'S REPORT

Senior Joint Services Commission – There was a meeting of the Senior Joint Services Commission on Thursday, October 10th at Birmingham City Hall. I was not able to attend the meeting. Beverly Hills representative Jim Delaney did attend and is keeping me updated on the progress of the commission. Jim will likely be present at the meeting to give the Council an update on the progress of the meeting.

Water Testing – The Village has received some calls regarding water testing due to reports of testing in the City of Birmingham. The Village conducted the same number of tests as did Birmingham during the same time period and met all testing standards. These tests were open to any resident who wished to be tested. Some residents have requested testing based upon the most recent stories. Although the required testing period has passed, the Village will still offer water testing to any resident who is interested at no charge. Samples taken from the home will be tested at the same laboratory and results shared with the homeowner. Any resident interested in receiving testing, or in being included in future rounds of mandatory testing, can contact the Village offices.

South Oakland County Mayors Association Dinner – The October South Oakland Mayors Association Dinner is on Wednesday, October 16th and Council is invited to attend. The Village is jointly hosting this event along with the cities of Birmingham, Berkley, Lathrup Village and Royal Oak Township. Newly appointed Oakland County Executive Dave Coulter has agreed to be the guest speaker at this event.

Halloween Hoot – The 24th Annual Halloween Hoot is Saturday, October 26, 2019 at Beverly Park. There are details on the Village’s website and Facebook page. A special thanks to Trish Oen and all the volunteers who help organize this event.

COUNCIL COMMENTS

George reported positive feedback on the new crosswalks. He suggested Administration review Waltham and Beverly for a potential cross walk.

Hrydziuszko thanked all the residents who helped at the Park Clean Up Day.

Mueller invited residents to attend the Halloween Hoot on Saturday, October 26 in Beverly Park.

Nunez asked that any outstanding code issues be carried over to the next report. He would also like to see the section of code violated specified on the report.

Abboud reported on the various committees he represents the Village at and reported he has been working toward gaining Elected Officials Academy.

Peddie thanked McCarthy and her staff for all of their work on the audit.

Motion by Abboud, second by Nunez, to adjourn the meeting at 8:48 pm.

Motion passed.

Lee Peddie
Council President

Kristin Rutkowski
Village Clerk

Elizabeth Lyons
Recording Secretary