

Present: President Mooney; President Pro-Tem Peddie; Members: Abboud, Borgon, Delaney, Mueller, and Oen

Absent: None

Also Present: Village Manager, Wilson
Assistant Manager/Clerk, Marshall
Village Attorney, Ryan

President Mooney called the special Council meeting to order at 7:30 p.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

ADDITIONS TO AGENDA/APPROVE AGENDA

Motion by Abboud, second by Oen, to approve the amended agenda by adding item 2a. Public comments on items not on the published agenda.

Motion passed.

PUBLIC COMMENTS ON ITEMS NOT ON THE PUBLISHED AGENDA

Christine Ward, Wentworth, inquired whether Council was aware of the construction work at the Birmingham Country Club on Saxon. They have eight variances that they are proposing for the new building. Wilson explained that there was a Bloomfield Township Board of Appeals meeting in February 2016 and the Village was not invited. The Village was informed about the project when the City of Bloomfield Township contacted them to secure driveway access permits. Modifications were requested to remove an egress; they did make this modification. There is a meeting hosted by the Birmingham Country Club on April 7, and a Bloomfield Zoning Board meeting April 12 regarding the upcoming project.

Ward expressed concern about how construction will impact the surrounding neighborhood. Wilson offered to meet with the residents before the April 12 meeting and assured Ward there will be Village representation at that meeting.

Brian Sarver, Saxon, stated he received a letter regarding the planned curb work, they said a copy would be sent to the Village as well.

Mooney suggested residents on surrounding streets be invited to a meeting between themselves, Village Attorney Tom Ryan, and Wilson to organize their concerns, which can be presented at the Bloomfield Township Zoning Meeting on April 12.

REVIEW AND CONSIDER PRESENTATION FROM PARTNERS IN ARCHITECTURE ON VILLAGE HALL REHABILITATION

Representatives from Partners in Architecture introduced themselves; Patrick Findlan, David Gassen and Brian Hinz. Gassen began by explaining the basic plans. They start with a building assessment, then develop layout solutions, and conclude with plans for the outside of the building including canopy and outdoor sign.

Findlan reviewed their assessment of the current Village Office building. They found that the systems in the building like plumbing, mechanical, and electrical are inefficient, dated, and aged. Because of their age, none of the systems are energy efficient. Few things are ADA (Americans with Disabilities Act) compliant. The HVAC systems are aged. Office and lobby space is used inefficiently and there is a need for better layout. There is a lack of storage in the office and the building. On the exterior, they examined the outside of the building, the grounds, and the front sign.

Findlan described the proposed renovations for non-compliant items such as the restrooms, water coolers (drinking fountains), exterior doors, and cracks in pavement. They will provide new finishes, more natural light, and allow for better vision from desks to the transaction counter. There will be upgrades to the restrooms, wall insulation, and more efficient use of space. There will be expansion of the office space by increasing the footprint of the transaction counter toward the lobby.

Using a projector, Brian Hinz described finishes. They are using blue textured solid surface for countertops. They are taking the wooden color tone influences from the existing doors.

Findlan explained there are existing columns in the office area that cannot be moved, so they have created a work area in that space.

Gassen explained the ceiling height would be opened up to allow for a more open feel in the space.

Hines spoke about the increase in office storage space to help combat the current storage issues. The Council Chamber will be getting a new ceiling, insulation and finishes.

Gassen explained the ceiling light will not be as harsh as the current light, as they are changing the locations of the lights and the lights will also be dimmable LED lights.

Peddie inquired about the ceiling in the Council Chamber, specifically, will it be drywalled. Findlan remarked that drywall is more expensive than tile and acoustically, it isn't a good idea for this type of space.

Findlan said the tables and chairs that are currently stored in the hallway will be stored in a closet in the Council room. The space where the tables and chairs are would then be redesigned as the library area.

Gassen explained that new outdoor signboard will have a brick foundation and will be illuminated. He described the proposed eight foot canopy of the entry door on the north side of the building; they also incorporated an updated bulletin board outside that entrance.

Abboud suggested an exterior display board by the entry door that would be a digital information center as opposed to a traditional style bulletin board.

Findlan mentioned that they will put the logo onto the lectern and that they will do some changes on the Council dais, preserving the surface, and do accent laminates on the front.

Gassen suggested that they will drop the soffit above and use it as a sign board with The Village of Beverly Hills written across it.

Borgon asked if the Council room size was changing. Findlan responded that they are losing a small amount of space due to the addition of an interior closet. They will also relocate the door to the media room, creating more privacy in the conference room.

Mueller asked Wilson if the plans allow for future expansion. Wilson said that a large conference room was sacrificed for the building operation offices, but that conference room could be considered or added in the future.

Hinz presented a color board with various colors and textures for cabinets, counters, tile, walls, floors, etc.

Findlan said they are going out for bids April 4, 2016, and will give bidders three weeks to respond. The Village staff will move into the Council Room for Phase 1 of the renovations. Phase 2 and 3 will be the Council meeting room, then the hallway, restrooms, and conference room. The total project is expected to last four months.

Gassen talked about the variables in completion time, it is dependent on the work load of the chosen contactor. There is also a lead time for getting the various infrastructure pieces ordered and delivered for installation.

Abboud stated that the presentation has covered all of the major points of this reconstruction, and that once this project is completed, the residents will be very proud of the new building as a representation of the Village.

Oen agreed with Abboud, and wants to create a place that encourages interest in the Village. He also believes that the new use of space will help the Administration team run more efficiently.

Wilson says that Partners in Architecture really designed something that fits the vision of the Village. Things like the HVAC system need updates, and are good investments for the long term future of the Village office. The renovation creates functionality for the administration team which will help them perform their duties more efficiently. The new counter design will help staff better serve the residents, and when a resident enters the building they will feel welcomed and have a clear indication of where they need to go to have their business taken care of.

Mooney asked how security was addressed. There is a grill across the front counter that will be locked during non-business hours. There is also a security door leading to the office area, and there is discussion about having camera surveillance set up. Wilson said that there are also updates being done to server cabinets, and work stations. There will also be updates to the computer networks, internet and phone lines.

Mooney explained that the building is 42 years old and has not had any significant changes in that time. These renovations are necessary, welcome and will make the building feel modern. He wants Abboud, Oen, and Wilson to be prepared to discuss the proposed renovation with residents of the Village.

Borgon reminded everyone that the Birmingham Area Cable Board has grant money available for audio and video updates.

There will be an item on the May 3, 2016 Council agenda to review the bids.

DISCUSSION OF POTENTIAL CHARTER AMENDMENTS

Delaney reported that he met with Village Manager Wilson and Southfield Township Clerk Tischler regarding the Village Charter. He briefly reviewed various sections of the Charter and asked Council for their input as to whether those sections needed revision. The only section that Council agreed needs amending is Chapter 12 §12.1 Purchase and Sale of Property. Specifically, members agreed that the Charter needs to be updated to allow Village administration to make purchases up to \$5,000 without prior Council approval. The current limit is \$1,000.00.

PUBLIC COMMENTS

None

ADMINISTRATION COMMENTS

Wilson thanked Council for holding a special meeting to review the proposed renovations.

COUNCIL COMMENTS

Council members complimented Partners in Architecture on their presentation.

Mooney addressed the April 5, 2016 Council meeting and the updates that will be coming from the Infrastructure subcommittee and Communications subcommittee. He said that federal money may be available to replace lead water service lines. There are anticipated costs of sewer replacement, as a result of the SAW grant work being completed by the Oakland County Water Resources Commissioner's Office.

Motion by Oen, second by Peddie, to adjourn the meeting at 9:18 p.m.

Motion passed.

John Mooney
Council President

Ellen E. Marshall
Village Clerk

Elizabeth Lyons
Recording Secretary