

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

Absent: None

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

Council President Mooney 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.

AMENDMENTS TO AGENDA/APPROVE AGENDA

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

Motion passed.

COMMUNITY ANNOUNCEMENTS

None

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

CONSENT AGENDA

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

1. Review and consider approval of minutes of a regular Council meeting held March 15, 2016.
2. Review and file bills recapped as of Monday, March 21, 2016.
3. Review and file bills recapped as of Monday, April 4, 2016.
4. Set public hearing date of May 3, 2016 to review and confirm 2015 Assessment Rolls for dust and other miscellaneous assessments.
5. Receive tentative budget and set public hearing date for May 3, 2016.
6. Review and consider Our Lady Queen of Martyrs request to use Village streets and sidewalks for their Oktoberfest 5K Race on October 1, 2016.
7. Review and consider request from Berkshire Middle School Boys Tennis Team for the use of Beverly Park tennis courts during the 2016 season.
8. Review and consider request from the Beverly Hills Athletic Club for the use of Beverly Park tennis courts during the 2016 season.

Motion passed.

BUSINESS AGENDA

REVIEW AND CONSIDER APPROVAL OF AGREEMENT WITH OAKLAND COUNTY FOR INFORMATION TECHNOLOGY SERVICES

Delaney explained that the purpose of the five year agreement is for Oakland County I.T. Services to provide Information Technology Services (CLEMIS) to the Village of Beverly Hills pursuant to Michigan law. The county of Oakland is requiring a signed agreement from the Village by resolution. Signing this contract ensures that the Village uses the services as intended.

Wilson explained CLEMIS is the criminal database used by the Village, and is essential for police work. There is also limited access to other services the county offers. This is a required document and is reasonable for the amount of services provided.

Delaney expressed concern about the CLEMIS categories and tiers page.

Ryan stated this is a full IT agreement with a CLEMIS rider. This agreement best protects both the County and the Village. The CLEMIS categories are different tiers related to payment that are dependent on the amount of officers using the program, and the ways that they use the programs and database.

Torongeau stated the Village has been using this system since 2003, and nothing has changed in regard to need or use.

Motion by Delaney, second by Oen, be it resolved that the Village of Beverly Hills Council authorizes the Village Manager, or his designee, to sign and execute the Agreement for Information Technology Services between the County of Oakland and the Village of Beverly Hills.

Roll Call Vote:

Motion passed (7 – 0).

PUBLIC HEARING TO RECEIVE COMMENTS ON REPROGRAMMING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR PROGRAM YEARS 2013, 2014, 2015

Council President Mooney opened the public hearing at 7:48 p.m.

Sharon Tischler, Virmar Ct., inquired about utilizing CDBG funds for the purchase of Knox Boxes. She stated that there are residents who could use these funds, but may not be aware of their availability.

Oen replied that there is a list, and this list can be made available to the public. He would like to see these funds used by people who would benefit from them.

The public hearing was closed at 7:53 p.m.

REVIEW AND CONSIDER RESOLUTION REPROGRAMMING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR PROGRAM YEARS 2013, 2014, 2015

Wilson explained that for Community Development Block Grant (CDBG) Program Years (PY) 2013, 2014, and 2015 funds were allocated for the CDBG project Remove Architectural Barriers in anticipation of renovations to the Village Office to meet requirements of the Americans with Disabilities Act. This project was completed, however, the project did not expend all of the 2013 CDBG money. Administration's recommendation is to reprogram these funds to Housing Rehabilitation. Housing Rehabilitation is a category in which contract work coordinated through Oakland County's Home Improvement Program is available to low income homeowners in participating Oakland County's communities.

Tischler suggested public safety officers be made aware of the availability of these funds so that they can provide information to people as they encounter those with a need.

Oen and Borgon both support this use of funds, and are committed to ensuring that the residents who qualify are made aware of the funds availability.

Motion by Oen, second by Mueller, be it resolved that the Village of Beverly Hills Council reprograms the following:

\$4,745.88 from the Community Development Block Grant (CDBG) Program Year 2013 from Remove Architectural Barriers to Housing Rehabilitation
\$6,156.00 from CDBG PY 2014 Remove Architectural Barriers to Housing Rehabilitation and
\$5,556.00 from CDBG PY 2015 Remove Architectural Barriers to Housing Rehabilitation.

Roll Call Vote:

Motion passed (7 – 0).

REVIEW AND CONSIDER RECOMMENDATION FROM THE PARKS AND RECREATION BOARD TO REPAIR PAVILION FIREPLACE

Mueller explained that the pavilion fireplace needs replacement. Four bids were received for the project. Brixnstone, LLC of Keego Harbor, Michigan made their bid based on replacing not only the fireplace but repairing the structural damage as well. Although this bid is not the lowest bid, it is the most thorough work project.

Wilson said that payments for this project will come from the dedicated millage funds.

Mooney stated there is a time capsule buried in the west corner of the chimney, and Brixnstone should be aware of this when they are doing their work.

Motion by Mueller, second by Oen, that the Beverly Hills Village Council awards the Beverly Park Fireplace Repair to Brixnstone, LLC of Keego Harbor, Michigan in the amount of \$6,035.00

Roll Call Vote:

Motion passed (7 – 0).

COMMUNICATION FROM SUBCOMMITTEES REGARDING MUNICIPAL BUILDING RENOVATIONS

Abboud reported that the committee went through an extensive process and hired Partners in Architecture to work with the subcommittee and create a plan overview with a 3D rendering. They reviewed the offices, the building and the exterior. The Village Office building was built in 1974 and has had very little renovations since that time. The new plan involves open offices and a redesigned front desk area. This is a three phased plan approach, the electrical and windows will not be done at this time. The building will be repainted, and get new flooring. They plan to reuse as much as they can, and donate what cannot be reused on site.

Oen explained that they will update all IT systems and computer systems. There will be a new security system, and one service counter. There will be a panic button and a closed circuit security system. The HVAC system will be completely updated. There will be a slight loss in lobby space, but an increase in useable office space. There will be a new sign in front of the building and a new flag pole.

Abboud said that the subcommittee is currently seeking bids for the contract. The goal is to make the building a symbol of the Village.

Mooney thanked the subcommittee for all of their work on this renovation. It is clear that in the last 25 years the building usage has changed, the Village has changed and this makeover is long overdue.

Delaney clarified that the building footprint would not change.

COMMUNICATION FROM SUBCOMMITTEE REGARDING COMMUNICATIONS

Mueller stated the subcommittee evaluated the way information is disseminated to residents and sat with Clerk Marshall to identify all current forms of contact. They found that there are a wide variety of methods of communication; including distribution via USPS, internet, cell phone, and television. They developed a list of preliminary recommendations such as door hangers for important information, listing Council action items at the top of the email sent out bi-weekly by administration, including major project updates in the Village Newsletter and creating a tab on the website with “Current Village Actions and Issues”. They also want to encourage email and text notification sign up for residents by creating flyers with the information and making them available to residents at various events and locations. Moving forward they will prepare the 2016 communications budget proposal, evaluate a website revision, evaluate newsletter format, and consider a bimonthly email.

Borgon shared that Marshall currently uses bullet points in the weekly GovDelivery message regarding Council actions, which serve better than a full reproduction of the minutes. He thanked Marshall for all of her assistance with this subcommittee.

Oen expressed support of these recommendations, particularly the idea of using door hangers or flyers to inform residents of any major work that goes on in their neighborhood. He suggested volunteers could be used to deliver the door hangers.

Peddie suggested a message could be put on the outside board encouraging people to sign up to get communication from the village via email.

Abboud stated these were wonderful ideas and the website is a great tool for residents, and that communication is imperative for residents to feel connected to what is going on in the Village.

Tischler suggested whatever forms of communication they choose, they should keep it consistent and uniform, that way residents know what to look for. She also suggested making sure that the Village logo is on all correspondence.

Wilson stated when there is water, sewer or road work done HRC has done their due diligence to let people know what is happening via flyers.

Mooney suggested the subcommittee use 2016 to work with Marshall to grow the email communication. He also stressed the importance of the Village being aware of the constant changes in technology, and be part of those changes.

COMMUNICATION FROM SUBCOMMITTEES REGARDING INFRASTRUCTURE

Delaney reported there is an ongoing effort to investigate and update water mains, sewers, and roads. Bids are being sought for repaving various sections of roads in the Village. The subcommittee and administration have met with the engineers at Hubbell, Roth and Clark about updates to the water lines on the east side of the Village; this project will take place in 2017. There will be sewer work done in 2016, after July 1st.

Mooney stated some of the water lines on the east side of the Village are 100 years old, and this infrastructure work needs to be done. The water has tested clean in the Village, there was no lead and no arsenic found. The sewer repairs will be costly, but these are repairs that need to be done, and will be done incrementally. These costs and problems are why changes to the water bills were necessary, but these changes are what help the Village grow.

REVIEW AND CONSIDER APPROVAL OF BODY ARMOR PURCHASE FOR PUBLIC SAFETY OFFICERS

Delaney explained that the current vests are reaching the end of their five year useable life and need replacing.

Torongeau explained that these are a necessary part of the officers' daily uniform.

Motion by Delaney, second by Oen and Abboud, be it resolved that the Village of Beverly Hills Council award the order of Body Armor to Nye Uniform of Troy, Michigan. A total of twenty vests will be replaced at a cost of \$23,919.00. Funds are available in Account 205-900-980 Capital Equipment Purchase and Account 401.000.390.09 Vest Fund.

Roll Call Vote:

Motion passed (7 – 0).

PUBLIC COMMENTS

None

MANAGER’S REPORT

Wilson reported that he met with the residents of Saxon Street regarding the Birmingham Country Club variance request and will be attending the Bloomfield Township Zoning Board meeting Tuesday, April 12, 2016. Yard waste pick up begins April 4 and 5, 2016. Playground and exercise equipment stations for Beverly Park have been delivered and will be installed in April. Marine City Nursery anticipates the installation of 20 trees in Beverly Park mid-April. The Village is having a recycling bin blitz and recycling bins are available at the Village Offices for \$6.00. Council members received a copy of the budget for Fiscal Year 2016-17. Village Administration is presenting a two-year budget in a more reader friendly format.

Mooney scheduled a special Council budget study session to review the 2016-17 Budget on April 26, 2016 at 6:00 p.m.

Delaney asked if Wilson had met with Birmingham City Manager, Joe Valentine regarding cable issues. Wilson stated that that meeting has been rescheduled.

COUNCIL COMMENTS

Borgon stated that Next is hosting the Live Well Boomer Summit on April 30, 2016, at Groves High School.

Abboud shared that the Planning Commission is moving forward with the Master Plan. Planning Administrator Wilks is working with the One Stop Ready Program for 2017. Abboud is scheduled to attend a SEMCOG meeting in April regarding the RC2 and Transportation Alternative Program. The Parks subcommittee agreed to set up a meeting time at Beverly Park.

Oen reminded residents to sign up at the Village Offices to have their address added to the Non-Solicitation List.

Peddie has heard of several issues regarding the front yard setback issues on the west side of the Village, and she would like to see this issue on a future Planning Commission agenda.

Mooney expressed pride at serving with such a committed Council.

Motion by Oen, second by Borgon, to adjourn the meeting at 9:07 p.m.

Motion passed.

John Mooney
Council President

Ellen Marshall
Village Clerk

Elizabeth Lyons
Recording Secretary