

Present: President Stearn; President Pro-Tem Pfeifer; Members: Craig, Domzal, Downey and Walsh

Absent: Munguia

Also Present: Village Manager, Murphy

President Stearn called the meeting to order at 6:30 p.m. in the conference room at the offices of Hubbell, Roth & Clark, Inc. at 2001 Centerpointe, Pontiac, Michigan. The purpose of this special meeting is to explore Council goals and objectives. He turned the floor over to Murphy to facilitate the discussion.

Murphy commented that Council members were asked to complete a series of written exercises prior to tonight's session. They answered questions about what they like and dislike about the Village and about their vision for Beverly Hills. Members were also asked to list their short term and intermediate goals for the community.

The results were broken down into the eight different categories which are amenities, attitudes, location, facilities, services, neighborhoods, commercial development and other. Many of the responses were also identified in the 1999 goal session

The session began with a general conversation about what Council members like and dislike about Beverly Hills and suggestions for improvements. There was consistency with respect to likes and dislikes and long term vision.

A major topic of discussion focused on the Village's advisory boards and committees with respect to membership, direction, function, and how they work with Council. It was agreed that improvements are needed in defining what Council wants out of these bodies and whose responsibility it is to provide communication between the boards and Council.

Murphy remarked that Council is focusing on what has been identified as a key issue - attitudes and relationships within the community. The pre-work shows that Council is fairly satisfied with the level of service that the Village is providing. There is concern about future facilities that need to be built, and there are some good visions for the future.

Murphy thinks that Council needs to address the issue of attitudes and relationships it has with existing boards and committees, among itself, and who does what. The question relates to the structure of the organization. Council should talk about how it wants to receive information and where it needs the support required to make decisions.

Council recessed at 8:00 p.m. and reconvened at 8:15 p.m.

Murphy asked Council members to complete two written exercises. They are tools that will take stock of how Council views its performance and provide a basis for conversation on how Council wants to receive information and the roles and responsibilities of Council, Manager, staff, and advisory boards.

The first exercise asks Council how this governing body structures itself and provides a report card on how it has been doing. The second exercise lists 33 items and asks who has the primary and secondary responsibility for that item among Council, manager, staff, or advisory body. Murphy read the questions and ascertained Council's responses by a show of hands. The exercises provoked discussion and identified areas that need further clarification.

The heading of the second exercise is "roles and responsibilities and taking stock of the organization". Murphy thinks that we have done a good job of addressing the relationship of the elected officials and the manager. An important issue seems to be relationships with the advisory bodies and how Council wants to get its information.

There followed conversation on the way Council interacts with the boards and committees. It was agreed that the process does not work as well as it could. Council discussed communication between the boards and Council with respect to instruction, questions, accomplishments, etc. It was determined that the administrative representative to that body has the primary responsibility to communicate board action to Council. Murphy concurred that the communication issue will be addressed by administration on an as-needed basis.

Council discussed the purpose and function of the various boards and committees and how their work load is established. Murphy summarized the recommendations proposed with respect to roles and responsibilities of advisory boards. The mission and goal of each board or committee should be defined. It was suggested that board members be surveyed as to their purpose and what they want to accomplish. Murphy suggested that this information be collected and reviewed for further discussion at another work session.

Council directed its personnel committee to meet and discuss issues regarding boards and committees and return to the Council as a whole with recommendations. The committee consisting of Stearn, Pfeifer, Craig, and Murphy will address issues raised at tonight's session including committee appointments and reappointments, liaisons, how many advisory boards the Village should have, roles and responsibilities of the boards, and assignments. Communication will be an administrative issue.

Murphy touched on elements revealed in the pre-meeting survey with respect to immediate and short term issues. Sixty-five percent of the comments revolved around facilities: 15% park, 20% pathways, 15% sewer, and 15% roads. Murphy introduced several of the issues raised by Council members, which resulted in a brief discussion of the topics.

Domzal suggested that a question and answer sheet be prepared for distribution at the October 1 public hearing on the Pathway Plan. The handout could be made available to residents to address some of the fundamental issues that have been raised in the past. The text will not take a position for or against sidewalks. Attorney Ryan will be involved in its preparation. Council asked Domzal to draft a list of questions for its review and input. This can be discussed at a work session following a Council meeting.

Stearn suggested that there is a need to implement a monitoring system for repairs to existing sidewalks. Craig talked about what he feels is a need to fill in the gaps to connect existing sidewalks in the Village.

Murphy related that Council has indicated that it wants to be kept informed on plans for improvements proposed for Beverly Park. Administration will do this. Based on responses to the survey, Murphy questioned whether Council is interested in exploring the idea of putting together a system-wide community recreation plan at the conclusion of the five year park improvement program. There was not a consensus of council on this issue.

There was a brief discussion on the sewer improvement plan and how to address the anticipated shortfall in dedicated millage funding needed to complete the program.

Discussion on roads focused on the Village's policy with respect to replacing concrete roads with asphalt. Council anticipates further discussion on this topic.

Murphy commented that he would like Council to hold a similar session in six months to see where we are, and on an annual basis thereafter.

**Public Comments**

Gladys Walsh of 20655 Smallwood Court offered a few general observations on the study session and commented on several specific topics discussed this evening.

MOTION by Walsh, supported by Pfeifer, to adjourn the meeting at 10:37 p.m.  
Motion passes unanimously.

**Todd S. Stearn**  
**Council President**

**Ellen E. Marshall**  
**Village Clerk**