

Present: Council President Mercer; President Pro-Tem Briggs; Members: Burry, Kelly, LaFerriere, Mooney and Oen.

Absent: None

Also Present: Village Manager, Wilson

President Mercer called the special Council meeting to order at 9:00 a.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

ADDITIONS TO AGENDA/APPROVE AGENDA

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

Motion passed (7 - 0).

DISCUSS COUNCIL PRIORITIES AND STRATEGIES

Council members met in early 2011 and 2012 to discuss priorities for the Village and strategies to implement those items in the short and long term. The purpose of today's meeting will be to review each issue, objective and action step from 2012 to determine whether they should remain on the list. Resident Neil Hitz has volunteered his assistance again this year to help Council through this process.

The first activity was to decide whether to modify the Village's strengths, challenges, opportunities and threats (SCOT) in order to set the environment. Council discussed progress made on issues identified in 2012. Items that were omitted are indicated by strikethrough text. Some SCOT and action items were carried over regardless of their status in order to retain awareness of the situation. New items are indicated by an asterisk.

STRENGTHS

Parks

Variety of Land/House size, affordable

Location

Safety/Security – Public Safety Department

Walkable community

Financial Stability to plan & move forward

Volunteers and volunteer skills

*Willingness to collaborate

OPPORTUNITIES

Consolidation trends/Shared services

Land use

Attract young families

Active engagement with State

Enhance natural features of Village

*Recognize elder needs & trends

CHALLENGES

Keep Awareness of millage sunset in 2021
OPEB liability
Aging infrastructure
No understanding of VBH Brand
No previous attention to 5-year plan
Limited diversified land use
Limited consolidation options → (moved to Threats)
Health care cost increase
*Overwhelmed with resident/administrative needs

THREATS

~~Theft~~
~~Potential loss of State Revenue Sharing~~
Health care cost increase → (moved to Challenges)
Commercial redevelopment (+ or -)
*Limited regionalization opportunities

SHORT TERM ISSUES

Union Contracts: Champions: Briggs, Kelly, Mercer
Strategic Objective: Maintain level of service with affordable costs

Action Step:

Implementation of two-tier employee benefits in the upcoming labor negotiations.

Progress: The Village has made significant strides in lowering employee costs in the last two Public Safety contract arbitrations. With the upcoming contract negotiations, the Village should focus on achieving more long-term structural savings.

Infrastructure: Champions: LaFerriere and Briggs
Strategic Objective: Continue existing plan of determining priorities for infrastructure.

Action Steps:

- 1) Review current needs and adjust 5-year plan if necessary (by 5/30/13).
- 2) Identify budget needs

Progress: Village Administration has a list of ongoing infrastructure needs. Administration and Council should review this list on a regular basis, identify revenues necessary to meet these needs, and begin implementing these needs in the Village budget.

Financial Issues: Champion: Briggs and LaFerriere
Strategic Objective: Set two-year budget and work on financial controls.

Action Steps:

- 1) Continue with 2-year budget.
- 2) Create a software upgrade plan (by 3/30/13).
- 3) Implement software plan (by 5/30/13).

4) Review financial controls; determine new policies and procedures (by 9/20/13).

Progress: The Village will once again implement a two-year budget and will work to modernize its accounting software and review all financial policies and internal controls.

Commercial Enhancement: Champion: Oen

Strategic Objective: Expand and enhance commercial activity including rezoning

Action Steps:

- 1) Sign Ordinance approved (by 4/1/13).
- 2) Approve Southfield Road Corridor redevelopment plan (8/2013).

Progress: The regulations and definitions of the sign ordinance will be revised with continued effort to remake the entire sign ordinance. The Planning Commission will complete the form based code for the Southfield Road Corridor and will work with Council, neighboring communities and Oakland County on a plan for the rehabilitation of Southfield Road.

Resident Communication: Champion: Briggs and Burry

Strategic Objective: Establish priority messages and convey in effective way.

Action Steps:

- 1) Communications Committee recommendations (by 5/13)
- 2) Plan and implement resident survey (by 1/1/14)
 - Demographics
 - Public perception

Progress: Strides being made with the GovDelivery weekly notifications, Facebook page, quarterly newsletter, updated website. Communications Committee was created in 2012 and submitted a communication plan for the Village.

Capital Expenditures: Champions: LaFerriere, Briggs, Burry

Strategic Objective: Analyze Village's capital expenditure needs and allocate revenues as available to meet those needs.

Action Steps:

- 1) Update/finalize capital expenditure plan (by 3/15/13).
- 2) Incorporate capital expenditures into budget.

Progress: Village Administration will provide recommendations for updating and replacement of Village software, server and computers. In the annual budget process, Administration and Council will evaluate the ongoing capital needs and better fund these needs in coming years.

Collaboration: Champions: Kelly, Mercer and Briggs

Strategic Objective: Be proactive on collaboration

Action Steps:

- 1) Determine/plan how Beverly Hills should proceed with surrounding communities (7/2013).
- 2) Identify collaborative opportunities
- 3) Participate in Michigan Municipal League and State local government benchmarking consortiums.

Progress: The Village consolidated its dispatch service with the City of Birmingham, consolidated building inspection services with Royal Oak, and continues to seek a building department merger in 2013.

PUBLIC COMMENTS

None

COUNCIL COMMENTS

None

Motion by Mooney, second by Oen, to adjourn the meeting at 11:43 a.m.

Motion passed (7 – 0).

Tim Mercer
Council President

Ellen E. Marshall
Village Clerk

Susan Bernard
Recording Secretary