

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

Absent: Borgon

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 Southfield Township municipal building at 18550 W. Thirteen Mile Road.

### **AMENDMENTS TO AGENDA/APPROVE AGENDA**

Motion by Oen, second by Delaney, to approve the agenda.

Motion passed.

### **COMMUNITY ANNOUNCEMENTS**

None.

### **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

Mark Melendy, Kinross, shared that his son, Kurt Melendy, worked on the park staff for two summers and was honored to have been part of the staff. He thanked President Mooney for being a friend to the park and its staff.

Thomas Aylward, Amherst, stated that he would like to see changes made to the fence ordinance. Mooney reassured him that this is an issue the Council is aware of and in November the Council will look to set their agenda for the year and plan to give the fence ordinance consideration.

### **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 October 18, 2016.
2. Review and file bills recapped as of Monday, October 31, 2016.

Motion passed.

### **BUSINESS AGENDA**

#### **REVIEW AND CONSIDER LIABILITY AND PROPERTY INSURANCE RENEWAL**

Wilson explained the terms of this policy are the same as the current policy: A self-insured retention of \$75,000 for liability and, for vehicle and physical damage a self-insured retention of \$15,000 per vehicle and \$30,000 per occurrence. The liability limit is \$10,000,000 with various other limits listed in the policy. There is new coverage related to data breach and privacy liability that is detailed in the policy. There is a stop loss policy that would limit all liability in any Village fiscal year to \$150,000. The cost for retaining this stop-loss policy is \$4,312. The stop-loss policy is detailed in the policy. The total cost for the liability policy for one year is \$123,183. The carrier, Michigan Municipal Risk Management Authority (MMRMA), is also

requesting a contribution to the loss retention fund of \$40,000 upon renewal. The total premium and retention fund contribution is \$163,183.

Upon renewal, the Village will be eligible for a disbursement through MMRMA. The disbursement for this year is \$69,179. Last year the disbursement funds were placed into the retention account. The retention fund balance as of June 30, 2016 was \$162,852, with \$58,766 set aside as reserves. Allocation of the recommended \$40,000 to the retention fund will leave this fund in a solid position. Administration recommends that the Village retain the disbursement amount to use for other Village costs.

Motion by Oen, second by Delaney, be it resolved that the Council for the Village of Beverly Hills approves the renewal of the liability insurance with the Michigan Municipal Risk Management Authority, further that Administration is directed to take all steps necessary for this renewal. Funds for this appropriation have been budgeted in the FY 2016-17 budget in the following funds: 101-248-910.00; 205-345-910.00; 205-345-910.00; 592-540-910.00.

Roll Call Vote:  
Motion passed (6-0)

#### **REVIEW AND CONSIDER CHANGE ORDER #4 FOR THE VILLAGE HALL RENOVATION**

Wilson explained change order #4 for additional work done on the Village Hall covered addition drywall work in the Village manager's office, a one-way window for the copy room, powder coating of the front counter sliding shade, additional drywall work in the hallway around the vault, replacement of shelving in storage rooms, and new window sills with accompanying drywall repair to facilitate the new window installation.

Motion by Abboud, second by Oen, be it resolved that the Council for the Village of Beverly Hills approves Change Order #4 for the Village Hall renovation totaling \$21,424.70.

Roll Call Vote:  
Motion passed (6-0)

#### **REVIEW AND CONSIDER REVISED ARCHITECTURAL FEES FOR THE VILLAGE HALL RENOVATION FROM PARTNERS IN ARCHITECTURE**

Oen explained the Village Council selected Partners in Architecture, PLC (PIA) to design and bid the Village Hall renovation project. PIA was chosen after a Request for Proposals and interview process with multiple firms. Based upon the RFP drafted by the Village, PIA submitted a proposed fee based upon a project cost of \$200,000. Early in the planning process it was apparent that the scope of work desired by the Village would be more than the original number of \$200,000. The bid that was accepted by the Village Council for construction was \$605,900. In the interim, the Village has approved change orders, most notably for new windows and modifications to the HVAC system that have further increased the cost. Along with the increased construction costs, the costs for design and contract administration have also increased for PIA. PIA has been working with the Village on a revised proposal for their services. Their original proposal based upon a project price of just over \$200,000 was for \$21,600, or roughly 10.8% of the project cost. PIA has agreed to lower their percentage to 7.5% of the final project cost. To

date, the Village has only paid Partners in Architecture \$6,366 for the work done to compile the bids.

Motion by Oen, second by Abboud, be it resolved that the Council for the Village of Beverly Hills agrees to pay Partners in Architecture, PLC the revised fee percentage of 7.5% for their services in the Village Hall renovation.

Roll Call Vote:  
Motion passed (6-0)

**REVIEW AND CONSIDER PROPOSAL FROM GIBBS PLANNING GROUP, INC. FOR SOUTHFIELD CORRIDOR MARKETING PLAN**

Peddie explained that Village Council previously reviewed and considered a proposal from Gibbs Planning Group for a marketing plan for the Southfield Rd. Corridor Overlay District. A subcommittee of Council met with Gibbs and members of the Planning Commission to discuss the process and goals of the project. Gibbs revised the proposal based on those discussions. The Planning Commission reviewed the revised proposal at their regular meeting on October 26, 2016 and recommended approval of it to the Village Council.

The Scope of Services includes:

Task One: Development Analysis Coordination (Hourly)

Task Two: Code Peer Review (\$2,500)

Task Three: Concept Plan Update (\$8,000)

Task Four: Public Relations (Hourly)

Proposed Fees: Principal: \$250/hr. Associate: \$100/hr. Clerical \$50/hr.

Abboud shared that at a recent SEMCOG meeting he learned of a community that is working to brand themselves which makes it easier to market themselves. He supports moving forward with the Gibbs plan.

Motion by Peddie, second by Oen, be it resolved that the Council for the Village of Beverly Hills authorizes the Village Manager to enter into a contract with Gibbs Planning Group as presented to the Council.

Roll Call Vote:  
Motion passed (5-1)

**RESOLUTION RECOGNIZING OAKLAND COUNTY SCIENCE OLYMPIAD AS A NONPROFIT ORGANIZATION OPERATING IN BEVERLY HILLS FOR THE PURPOSE OF OBTAINING A CHARITABLE GAMING LICENSE**

Mueller explained that the Oakland County Science Olympiad is a non-profit 501(c)(3) organization incorporated in the Village of Beverly Hills. They are seeking a gaming license from the State of Michigan to hold an event at Detroit Country Day Middle School and Upper School campus on March 4, 2017. A letter of request and proof of their tax-exempt status was submitted to Administration.

Motion by Abboud, second by Oen, be it resolved that the Council for the Village of Beverly Hills recognizes the Oakland County Science Olympiad of Beverly Hills, County of Oakland, as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses

Roll Call Vote:  
Motion passed (6-0)

**REVIEW AND CONSIDER RECOMMENDATION FROM THE PARKS & RECREATION BOARD TO ALLOCATE \$5,000 FOR BALL DIAMOND GROOMING AND MAINTENANCE**

Motion by Mueller, second by Oen, to postpone this discussion to the December 6, 2016 Council meeting.

Motion carried.

**REVIEW AND CONSIDER PURCHASING TWO PATROL VEHICLES FOR THE DEPARTMENT OF PUBLIC SAFETY**

Delaney explained the public safety department is requesting to replace two of the patrol Tahoes with new 2017 Special Service Tahoes from Berger Chevrolet in Grand Rapids, MI, which has the State of Michigan and Oakland County cooperative purchase bids awarded to them. The cost of each vehicle is \$35,982.00, which includes delivery. Cinergy Wireless, who has completed the outfitting of all other vehicles, will complete the job reusing as much equipment as possible. The new Tahoe's will replace Vehicle 150 and 141.

Motion by Delaney, second by Oen, be it resolved that the Council for the Village of Beverly Hills approves the purchase of two new Tahoes, secured under the state bidding program. The cost of each vehicle is \$35,982 for a total of \$71,964 and the cost for outfitting each vehicle is \$11,432 for a total of \$22,864. Total cost to purchase and outfit both vehicles will not exceed \$94,828. Funds are available in Capital Vehicle Purchases 205-900-979.00 and Radio Maintenance Fund 205-346-852-00.

Roll Call Vote:  
Motion passed (6-0)

**PUBLIC COMMENTS**

None.

**MANAGER'S REPORT**

Wilson reported Village Staff has moved into the renovated portion of Village Hall. They completed the move and set up in one day and are now functional in the new space. The move in and arrangement of all the files and fixtures continues. New furniture and chairs are scheduled to be delivered the week of November 8, 2016. The entire project is still on schedule for completion on December 15, 2016. Demolition work on phase two has begun. The Council Chamber, conference room and women's restroom facility have been demolished. Rehabilitation and construction in these two areas will be proceeding in the next few weeks. The men's restroom has been completed and is serving as the sole restroom facility for the building.

The auditors will be at the November 15, 2016 meeting for presentation of the Village's FY 2015-16 Audit. Village Offices will be closed on Friday, November 11, 2016 in observance of Veterans Day.

### **COUNCIL COMMENTS**

Mueller thanked Wilson for facilitating the crosswalk repair at Groves. The trees have been planted in the parking lot of the Park and are doing well. Two new Park Rules sign were installed.

Abboud reported that Beverly Hills Club is renovating their building face and parking lot lights. He attended a SEMCOG general meeting. The topic was Marketing Successful Communities; the difference between branding and marketing and feels that branding the Village should be part of the marketing plan. He thanked Clerk Marshall for coordination of the installation of the Park Rules signs, they were donated in honor of Harold A. Knoblock. He expressed his endorsement of Judge Cynthia Arvant.

Delaney thanked Borgon for his service to the Village Council. He endorsed Judge Cynthia Arvant.

Oen expressed his support for Judge Arvant. He attended Boy Scout Luke Mercer's project installation of the newly constructed bridge in Beverly Park. He attended the Halloween Hoot and it was a great success. He expressed condolences on the passing of Eric White, co-owner of Grapevine Market.

Mooney has been honored to serve with this Council, and is proud of the great progress that has been made in making the Village of Beverly Hills a wonderful place to live. He expressed thanks to all who worked hard to make the Halloween Hoot a success. He shared his support for Judge Cynthia Arvant in the upcoming election.

Motion by Oen, second by Mueller, to adjourn the meeting at 8:42 pm.

Motion passed.

**John Mooney**  
**Council President**

**Ellen Marshall**  
**Village Clerk**

**Elizabeth Lyons**  
**Recording Secretary**