



**PARKS & RECREATION BOARD MEETING**  
**THURSDAY, NOVEMBER 20, 2025 at 7:00 PM**  
**COUNCIL CHAMBERS**  
**18500 W. 13 MILE ROAD**  
**BEVERLY HILLS, MI 48025**

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## **AGENDA**

1. **Call to Order**
2. **Amendments to the Agenda/Approve Agenda**
3. **Public Comments on items not on the published agenda**
4. **Approve minutes of a Parks & Recreation Board meeting held October 16, 2025**  
Approve minutes of a Parks & Recreation Board meeting held October 16, 2025
  - A. Approve October 16, 2025 Parks & Recreation Board meeting minutes
5. **Business Agenda**
  - A. Review and consider request to waive pavilion rental fee for the annual 5th Grade Run at Beverly Park.
  - B. Review and consider request to host waive pavilion rental fee for Groves Orchestra's Forte 5K
  - C. Approve pavilion lighting event proposal
6. **Discussion**
  - A. Recap Halloween Hoot
  - B. Food Truck Monday's- Your Neighborhood Bites
  - C. Parks & Recreation Coordinator Packet
7. **Public Comments**
8. **Administration Comments**
9. **Liaison Comments**
10. **Board Comments**
11. **Adjournment**

Persons with disabilities who need assistance to participate in this meeting should contact the Clerk's office at 248-646-6404 three days in advance to request mobility, visual, hearing other assistance.

Present: Chairperson Goodrich; Vice Chairperson Ross; Secretary Bresnahan; Members: Bayless, Borgon, Kreit, Hausman, and O’Gorman

Absent: Ruprich

Also Present: Village Clerk, Brown  
Council Liaison, Hrydziusko

Chairperson Goodrich called the regular Parks & Recreation/Village Council meeting to order at 7:04 p.m. in the Council Chambers located at 18500 W. 13 Mile Road, Beverly Hills, MI 48025.

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

Motion by Hausman, second by Ross, to add Bevely Park Playground update to the agenda and approve the agenda as amended.

Motion passed.

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

None.

### **REVIEW AND CONSIDER APPROVAL OF REGULAR PARKS & RECREATION BOARD MINUTES OF MEETING HELD AUGUST 21, 2025**

Motion by Bresnahan, second by Ross, to approve the minutes of the Parks & Recreation Board meeting held September 17, 2025 as published.

Motion passed.

### **BUSINESS AGENDA**

#### **REVIEW AND CONSIDER WAYNE STATE SCULPTURE PROJECT**

Hausman introduced Eric Troffkin, a professor at Wayne State University. Troffkin presented two student-designed public art proposals for temporary installation in Beverly Hills parks. The Board and Troffkin discussed materials, safety, anchoring, neighborhood sensitivity and how the project would be documented and publicized. The Board agreed to move forward with the Portals Project and will identify exact installation locations before presenting it to Village Council.

### **DISCUSSION**

#### **PARK SIGNS**

The Board and Administration discussed adding a bathroom sign with clear contact information for maintenance issues and the need to update/replace a cracked park rules sign and to clarify language about motorized vehicles and e-bikes on the bike trail. The Board agreed to check state guidelines before finalizing signage for powered vehicles/bikes.

### **PARKS & RECREATION COORDINATOR**

Bayless gave an overview of creating a Parks & Recreation Coordinator position to support growing park needs, events, grants, communication, and long-term planning. Bayless provided a pros and cons list for creating a new position and comparative research on how other communities staff similar roles. The Board discussed increasing responsibilities, turnover, the need for continuity, combining the proposed Coordinator role with sustainability tasks and starting the position as a summer position or internship before expanding. The Board will review Bayless material and continue the discussion at the next meeting.

### **EVENT MARKETING**

Bayless proposed improving event marketing by designating a communications chair to handle sharing events across multiple free platforms and building relationships with local media. The Board discussed leveraging community influencers, realtors, and partner organizations, contributing sources they personally use for event information and making a coordinated marketing push for the 2026 season with clearer outreach channels to increase attendance and support sponsorship.

### **PLAYGROUND UPDATE**

Goodrich stated that he, Hausman and Ross met with Manager Rothe to clarify confusion from the last meeting regarding the playground. Goodrich stated that Rothe ensured that the equipment that was already purchased will still be used and there is no plan to redesign or replace it. Goodrich went on to explain that the goal is to clarify grant eligibility with the DNR and bring a clear recommendation to Council.

### **HALLOWEEN HOOT**

The Board discussed Halloween Hoot logistics which included decorations, volunteer assignments and coordination, installation of trail lighting, candy distribution, and QR code donations.

### **REVIEW THE PAVILION RENTAL AGREEMENT AND RENTAL FEE WAIVER POLICY**

The Board discussed a recent incident with vehicles driving on the law during events causing potential damage to park property. The Board raised concerns about accountability and liability for groups and organizations whose fee is waived by the Village. Administration and the Board discussed requiring security deposits for waived groups to cover potential damages, event oversight and informing Public Safety about any special parking or event arrangements. Brown is working on updating the pavilion rental application to include initials for key rules. Goodrich would like to discuss updating the fee schedule next year.

### **PUBLIC COMMENTS**

None.

### **ADMINISTRATION COMMENTS**

Brown announced the switch to the Civic Clerk system, which will automatically distribute meeting packets to the Boards and allow residents to sign up for notifications. Brown stated that at the November meeting there are two pavilion waiver requests from Groves Orchestra and BPS

5<sup>th</sup> Grade Fun Run. Brown announced that the Parks & Recreation event request will be on the next Council agenda.

**LIAISON COMMENTS**

Hrydziuszko informed the Board that the Village Council adopted the Animal Ordinance at the last Council meeting. Hrydziuszko and the Board discussed some of the changes adopted in the ordinance.

**BOARD COMMENTS**

Bayless thanked Hausman for all her work.

Hausman informed the Board that the DIA artwork will be gone on November 11<sup>th</sup>. Hausman inquired about a mural that was brought up in the past.

Ross mentioned that near Beverly and Normandy Roads a fenced woodland protects young trees from deer, showing what the park could look like without over browsing. Ross suggested that the Village could have a plan to plant seedlings in protective tree tubes, involving volunteers, to restore open areas and promote sustainable forest growth.

Goodrich suggested getting a banner for Food Truck Mondays and reported that Lindsay King still is expressing interest in sponsoring a winter event at Beverly Park. The Board discussed the logistics of the proposed event.

**ADJOURNMENT**

The meeting was adjourned at 8:49 p.m.



## Agenda Item Summary

To: Parks & Recreation Board  
From: Carissa Brown, Village Clerk

Re: ***Business Agenda - A. Review and consider request to waive pavilion rental fee for the annual 5th Grade Run at Beverly Park.***

Date: November 20, 2025 - [Click to View Agenda](#)

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### **Summary:**

Administration received a request from Birmingham Public Schools Athletic Department to host the annual 5th Grade Run at Beverly Park on Saturday, October 3, 2026 from 8:00 a.m. to 10:00 a.m. They have also requested to use the pavilion during this time and asked that the pavilion rental fees be waived. There are not any Village sponsored events scheduled at Beverly Park on this date. The waiver request form is attached for consideration

### **Recommendation:**

The Beverly Hills Parks & Recreation Board recommends that Village Council approve the request from Birmingham Public Schools to host the annual 5th Grade Run at Beverly Park on Saturday, October 3, 2026 from 8:00 a.m. to 10:00 a.m. It is recommended that fees for use of the pavilion be waived for this event provided that a \$250.00 security deposit and Certificate of Liability Insurance naming the Village of Beverly Hills as an additional insured is submitted to the Clerk's Office prior to the event.

### **Attachments:**

1. BPS 5th Grade Run wavierrequest-26



Beverly Park Pavilion Rental Fee  
Waiver Request Form

Organization BIRMINGHAM PUBLIC SCHOOLS Contact Name DEREK

Address 312500 FAIRFAX DIBIOVANNI

City, State, Zip BEVERLY HILLS, MI 48025

Phone Number 248 203 3210 Email Address ddibiovanni@

birmingham.k12.mi.us

Select one:

Non-Profit  Public School  Other \_\_\_\_\_

Tax ID Number \_\_\_\_\_

Date of Event 10/3/26

Time of event 8 a.m./p.m. to 10 a.m./p.m.

Reservations are accepted between April 1 and November 30 between the hours of 9:00 a.m. and 9:00 p.m. Please note, reservations cannot be made on major holidays such as Memorial Day, Mother's Day, Father's Day, Independence Day, Labor Day, or during Village sponsored events such as the Halloween Hoot.

Number of attendees 150 (maximum 150)

Tell us about your event and how it benefits the community:

THIS IS OUR ANNUAL 5TH GRADE RUN  
FOR ALL THE 5TH GRADERS OF  
BPS.

Is your event open to the public? Yes  No

Please attach any supporting documents, such as a 5K route.



## Agenda Item Summary

To: Parks & Recreation Board  
From: Carissa Brown, Village Clerk

Re: ***Business Agenda - B. Review and consider request to host waive pavilion rental fee for Groves Orchestra's Forte 5K***

Date: November 20, 2025 - [Click to View Agenda](#)

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### **Summary:**

Administration received a request from Groves High School requesting to hold their annual Forte 5K Run and Walk at Beverly Park and on Village streets on Sunday, May 3, 2026 from 6:30 a.m. to 11:30 a.m. to benefit the Groves Orchestra. They have also requested to use the pavilion during this time and asked that the pavilion rental fees be waived. There are not any Village sponsored events scheduled at Beverly Park for May 3, 2026. A map of the route is attached. The Board and Council has approved this request for the past several years.

### **Recommendation:**

The Beverly Hills Parks & Recreation Board recommends that Village Council approve the request from Groves High School to hold their annual Forte 5K Run on Sunday, May 3, 2026 from 6:30 a.m. to 11:30 a.m. This event will begin and end at the Beverly Park pavilion and they will utilize Village streets and sidewalks for the run. It is recommended that fees for use of the pavilion be waived for this event provided that a security deposit and Certificate of Liability Insurance naming the Village of Beverly Hills as an additional insured is submitted to the Clerk's Office prior to the event.

### **Attachments:**

1. Beverly Park Pavilion Rental Fee Waiver
2. Map



Beverly Park Pavilion Rental Fee Waiver Request Form

Organization GROVES HS Orchestra Contact Name Jill O'Connor

Address 18365 Bedford

City, State, Zip Beverly Hills, 48025

Phone Number 248-421-0152 Email Address jill.oconnor10@gmail.com

Select one:

Non-Profit  Public School  Other \_\_\_\_\_

Tax ID Number Birmingham Education Fund 38-3214599 (we are a 501c3 organization)

Date of Event Sunday, May 3, 2026

Time of event 6:30 a.m./p.m. to 11:30 a.m./p.m.

Reservations are accepted between April 1 and November 30 between the hours of 9:00 a.m. and 9:00 p.m. Please note, reservations cannot be made on major holidays such as Memorial Day, Mother's Day, Father's Day, Independence Day, Labor Day, or during Village sponsored events such as the Halloween Hoot.

Number of attendees 150 (maximum 150)

Tell us about your event and how it benefits the community:

The 13th Annual Groves Orchestra Forte 5K is the major fundraiser for Groves High School's orchestras. The event brings the community together to raise funds for music enrichment, annual orchestra camp, and orchestra activities. All proceeds from the race go directly to the orchestra boosters.

Is your event open to the public?  Yes  No

Please attach any supporting documents, such as a 5K route - Attached



**GROVES**  
ORCHESTRA

**GROVES ORCHESTRA**  
**2026 FORTE 5K**



**COURSE MARSHALS**



**MUSICIANS**



## Agenda Item Summary

To: Parks & Recreation Board  
From:  
Re: ***Business Agenda - C. Approve pavilion lighting event proposal***  
Date: November 20, 2025 - [Click to View Agenda](#)

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### **Summary:**

A local real estate professional expressed interest in contributing to seasonal activities at Beverly Park. Following discussion with Parks & Recreation Board representatives, a potential sponsorship arrangement has been developed to support the installation and removal of the Village's existing holiday lights.

The sponsor would hire an outside contractor, Jason's Outdoor Services, to install the Village-owned holiday lights in late November using the same design pattern historically implemented by Parks & Recreation Board volunteers. The contractor would also remove the lights in early March 2026. No new materials are being purchased, and the Village would incur no direct costs.

In exchange, the Village would provide reasonable sponsorship recognition. After the lights are installed, the sponsor plans to host a community "Hot Cocoa Lighting Event" on December 2nd to celebrate the season. She is aware the pavilion reservations end in November and that pavilion use from December through March is first-come, first-served.

Typically, a request of this nature would first be reviewed and recommended by the Parks & Recreation Board before being forwarded to the Village Council. However, due to the timing of scheduled meetings — the Council meeting on November 19 and the Parks & Recreation Board meeting not occurring until November 20 — this standard sequence is not possible for this request. In their interest of keeping the project on schedule, staff has asked Village Council to consider preliminary approval at the November 19th meeting, contingent upon the Parks & Recreation Board's concurrence and approval at its November 20 meeting.

### **Recommendation:**

BE IT RESOLVED, the Parks & Recreation Board hereby approves the Holiday Lights sponsorship concept, subject to:

1. Final logistical details being confirmed by Village administration;

**Attachments:**

None



## Agenda Item Summary

To: Parks & Recreation Board  
From: Carissa Brown, Village Clerk

Re: ***Discussion - B. Food Truck Monday's- Your Neighborhood Bites***  
Date: November 20, 2025 - [Click to View Agenda](#)

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### **Summary:**

I am writing to document that we have received an email from *Your Neighborhood Bites* requesting a **\$750.00 guarantee** in order to secure food trucks for upcoming events.

Please review this request and advise on how you would like to proceed regarding approval or further follow-up.

### **Financial Impact:**

If the food truck does not generate at least \$750.00 in sales, we would be responsible for paying the difference.

### **Recommendation:**

Please advise on how you would like to proceed

### **Attachments:**

1. food trucks 2026

**From:** [noreply@salesforce.com](mailto:noreply@salesforce.com) on behalf of [YNB](#)  
**To:** [Carissa Brown](#)  
**Subject:** food trucks 2026  
**Date:** Monday, November 3, 2025 12:57:50 PM

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**CAUTION:** This email originated from outside your organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon everyone ,

We wanted to reach out to all of you to thank you for another successful season. We know there are other options out there and are so appreciative that you continue to choose us for your neighborhood food trucks. Without you, there is no us.

With that said, it is already time to start working on next season. We continue to look for better ways to service your needs as we have still seen too many cancellations the last few years. The past few years we have eliminated refunds for cancellations and have given food trucks their personal login pages to help them better navigate their schedule. This upcoming season we plan on charging the trucks double for no shows. While trucks will never be able to guarantee that they won't cancel, there is no reason to not inform me so I can inform you that the truck has cancelled. We have also let go of many unreliable trucks and also some of the slower subs. We also hope the economic conditions will continue to improve for the food trucks concerning finding employees, lower gas prices and food costs.

For the trucks to be successful they continue to need 35-40 families(100+ entrees) to come out to the truck to be successful. The busier the sub, the easier it is to eliminate cancellations and find replacements. If it is possible to offer a minimum guarantee to get the trucks to come out, this would also help eliminate the cancellations. A \$750 or more minimum guarantee would allow the trucks to know they can at least cover their costs. We continue to rely on you to advertise the trucks by flooding the market with Facebook and other social media posts, signs at all entrances, Nextdoor posts, emails, flyers and anything else you can think of. Some of the trucks have asked if it is possible to join the subs Facebook page. If this is possible, it would help them to advertise on their own as well. Again, the busier the sub, the less chance you have of a cancellation and the better chance of a successful event. Again, it is important for you to keep the trucks busy so they and future trucks continue to want to come back. We hear a lot from subs that it slows down when there are a lot of cancellations but we need you to emphasize the importance of keeping the trucks that come out, busy. If this is something the neighborhood has issue with it may make sense to not have trucks. The trucks have been more diligent in staying close to home and only working profitable events so if you are a sub that has often had slow events, it may be difficult to fill your schedule. We promise to do our best to fill your schedule working up until the day before your scheduled event to find a truck if one hasn't already been booked for you.

If you are interested in continuing with us next year we ask that you respond ASAP with answers to the below questions. We will be filing the schedules starting the first week of January in the order we receive responses.

Please answer the following questions

1. Do you want to keep the same day of the week? What day is that?
2. Do you want weekly, biweekly, or monthly?
3. What is your start and end date(March-December)?
4. Do you have any truck or cuisine preferences? If so, what are they?
5. Do you have trucks you want more than once? If so, which ones?
6. Are there trucks you for sure do not want? If so, which ones?
7. Do you plan on promoting with signs/sandwich boards at the sub's entrances?
8. Would you be willing and able to offer a minimum guarantee of \$750 in sales to the trucks to make it easier to secure and keep the trucks? (This means that the sub would pay the difference if the truck is unable to make \$750 in their 3 hour window of service)

Thanks again so much for everything you have done and continue to do to make us the number one neighborhood food truck site. We look forward to hearing back from you soon

Have a wonderful and safe holiday season and an even better new year to come.

Your Neighborhood Bites

Marc Kellman(Owner)

Kevin Kellman(Owner)



# Considering a Full-Time Parks and Recreation Manager/Coordinator for the Village of Beverly Hills

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## Context: Expanding Responsibilities in a Growing Parks System

Beverly Hills now manages **nearly 80 acres of public green space**, including six distinct recreation areas:

- **Beverly Park** (flagship facility for events and recreation)
- **Riverside Park**
- **Beverly Green**
- **Douglas Evans Nature Preserve**
- **Hidden Rivers Nature Preserve**
- **Wendbrook Park** – newly acquired 8.3-acre parcel along the Rouge River, including a structure and sensitive natural features.

The **Village's population of 10,584** (2020 Census) makes it the **largest home-rule village in Michigan**, and with a **median household income of \$129,196**—over 50% above the Oakland County average—the community expects and supports high-quality recreational amenities and experiences.

Beverly Hills hosts numerous well-attended, volunteer-powered community events, including:

- Halloween Hoot
- Memorial Day Parade & Carnival
- Winter Family Fun Day
- Java & Jazz
- Concerts in the Park
- Movie in the Park

With the adoption of the **Beverly Park 2050 Vision Plan** and the addition of Wendbrook Park, the Village is now entering a new era that goes beyond maintenance—it requires proactive development, strategic programming, and thoughtful stewardship of a diverse and expanding parks portfolio.

## Current Administrative Model: At Capacity

The Village **does not currently employ a dedicated Parks & Recreation professional**. Instead, responsibilities are spread across:

- The **Village Manager** (serving as Park Superintendent per ordinance)
- The **Assistant Manager/Village Clerk** (administrative liaison to the Parks and Recreation Board)
- A **volunteer-based Parks & Recreation Board**
- **Seasonal part-time park attendants** and **external maintenance contractors**

Event planning, donor outreach, capital project support, grant writing, and public engagement efforts are **handled by volunteers or generalist staff**, leaving little bandwidth for long-term visioning or execution across a now six-park system.

## Why a Full-Time Coordinator is Now Appropriate for Consideration

### Justification

### Details

<b>Expanded Park System</b>	With Wendbrook Park now part of the Village's parkland, the scope and diversity of assets has increased significantly, including new structures, natural water features, and long-term planning needs.
<b>Complex Capital Projects</b>	Implementing the Beverly Park 2050 Vision Plan, upgrading ADA compliance, expanding trail networks, developing the Wendbrook site, and preserving natural areas all require centralized oversight.
<b>Community Expectations</b>	Residents have voted in a 10-year improvement millage and expect modern, accessible, and well-maintained parks.
<b>Volunteer Strain</b>	Current event and maintenance responsibilities rely heavily on volunteers, whose bandwidth is increasingly limited as the system grows.
<b>Strategic Grant Management</b>	A full-time staffer could proactively secure and manage grant funding, unlocking capital improvements and reducing dependence on Village funds.
<b>Comparative Benchmarking</b>	Similar or smaller communities with comparable park infrastructure and income levels employ at least part-time or full-time professionals.

## Peer Benchmarking: What Comparable Communities Do

Community	Population	Median Income	Parks System	Staffing
Franklin, MI	~3,300	\$155,313	3 parks, events, trails	1 part-time coordinator + volunteer board
Birmingham, MI	~21,700	\$130,321	26 parks & facilities	Full Parks & Rec Department

<b>Bloomfield Twp, MI</b>	~44,000	\$138,392	Nature Center, 2 large parks	Full-time Parks Director and Rec Coordinator
<b>Northville, MI (City)</b>	~6,100	\$114,000	Multiple parks + joint programs	Full-time Director (via Joint Rec Authority)
<b>Grosse Pointe Woods, MI</b>	~16,000	\$105,000	4 parks + aquatic center	Full-time Parks Director and seasonal staff

**Key Insight:** Communities with smaller or comparable populations and similarly affluent demographics often invest in full-time professional parks staff—especially when their systems include multiple parks or high-volume events.

## Recommended Scope of the Role

A full-time **Parks & Recreation Manager/Coordinator** would:

- Oversee implementation of the **5-Year Recreation Plan** and the **Beverly Park 2050 Vision Plan**
- Lead **strategic planning for Wendbrook Park** integration, including environmental stewardship and public access
- Coordinate seasonal and annual **community events**
- Manage **grant writing, donor relations**, and fundraising campaigns
- Serve as the **primary liaison** to regional partners, schools, environmental consultants, and citizen groups
- Maintain a centralized **parks calendar and facilities reservation system**
- Oversee **ADA compliance, safety, insurance, and site signage**
- Coordinate contractor performance, **volunteer efforts**, and sponsorship programs (e.g., Tree Donations, Buy-a-Brick)

## Funding Considerations

The **dedicated Parks Improvement Millage (0.32 mills through 2031)**, paired with General Fund allocations, donations, and external grants, provides a practical base to support a full-time role.

**Smart framing of the position:**

- Could be pitched as a **hybrid role**: part Coordinator, part Capital Projects & Grants Manager
- May be **funded partially through the millage**, with a goal of **leveraging 2–3x salary via grants and matching funds**
- Would bring structure and consistency to a system that's growing more complex with each year

## **Conclusion**

The addition of **Wendbrook Park** has transformed the Village's parks portfolio—introducing a new level of opportunity, visibility, and responsibility. What was once a manageable parks system is now an evolving and interconnected network of recreation, nature, events, and infrastructure.

To fulfill the community's expectations, activate new assets, and sustain the Village's strong tradition of civic pride, the hiring of a **full-time Parks and Recreation Manager/Coordinator** is worthy of strong consideration.

## Pros

Advantage	Explanation
<b>Expanded System Requires Expanded Oversight</b>	The addition of Wendbrook Park brings the Village's parks system to 6 distinct properties—including one with a structure, water features, and ecological complexity. Oversight now exceeds what volunteers and general staff can sustain.
<b>Strategic Execution of Vision Plans</b>	The Beverly Park 2050 Vision Plan and Wendbrook development both require phased, long-term planning—best managed by a dedicated professional.
<b>Unlocks More Grant Funding</b>	A full-time staffer can identify, apply for, and manage grants for infrastructure, environmental improvements, and public access initiatives—especially relevant for Wendbrook.
<b>Volunteer Relief &amp; Continuity</b>	Current reliance on volunteer leadership is unsustainable given the growing portfolio. A staff role preserves institutional knowledge across seasons and transitions.
<b>Improves Community Communication &amp; Engagement</b>	A coordinator can proactively manage feedback loops, community engagement sessions (especially around Wendbrook), and consistent messaging.
<b>Peer Communities Already Staffed</b>	Similar or even smaller communities (Franklin, Northville) have at least one dedicated staffer to manage their recreational systems. Beverly Hills is now behind.
<b>Supports Diverse Programming Opportunities</b>	New park types (like Wendbrook) open the door to nature-based education, small group gatherings, and ecological interpretation—requiring new kinds of programming leadership.
<b>Better Integration with Regional Partners</b>	A coordinator can strengthen relationships with Birmingham Schools, Baldwin Library, Next, Little League, and others—supporting joint programming and cross-promotion.

## Cons

Concern	Explanation
<b>New Ongoing Expense</b>	Hiring a full-time coordinator would require salary, benefits, and potential operational support. This is a long-term commitment for the Village.
<b>Millage Was Intended for Capital, Not Staffing</b>	The 0.32-mill Parks Improvement fund was framed around infrastructure and amenity enhancements—repurposing funds for staffing could face resistance.
<b>Possible Shift Away from Volunteer-Led Culture</b>	Over-professionalization may unintentionally reduce volunteer initiative or civic ownership of events and programming.
<b>Current Model Has Worked (So Far)</b>	Beverly Hills has historically executed a high volume of programming through volunteer efforts and minimal staffing. Some may argue to preserve this model.
<b>Alternative Staffing Options Exist</b>	Rather than a full-time hire, the Village could explore a part-time coordinator, seasonal planner, or project-based consultant model.
<b>Potential Need for Role Clarity and Scope Definition</b>	Without a clearly defined job description and performance metrics, expectations for a Coordinator could become diffuse or politicized.

Data sources referenced or inferred that support your advocacy for a full-time Parks and Recreation Manager/Coordinator for the Village of Beverly Hills:

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## Demographics & Income

1. **U.S. Census Bureau – Beverly Hills, Michigan Profile**
    - <https://www.census.gov/quickfacts/beverlyhillsvillagemichigan>
    - Source for:
      - Population (~10,584)
      - Median household income (~\$129,196)
      - Age distribution and education levels
  2. **Oakland County Economic Data (via SEMCOG or Census)**
    - For comparing Beverly Hills' income against county averages:
    - <https://data.census.gov>
    - Oakland County median income (2020): ~\$81,587
- 

## Parks & Recreation Assets and Planning

3. **Village of Beverly Hills 5-Year Recreation Plan (2023–2028)**
    - Used as a primary source
    - Provides:
      - Park acreage
      - Events and programming
      - Existing administrative structure
      - Volunteer reliance
      - Millage funding (0.32 mills, 2021–2031)
      - Capital plans and grant efforts
  4. **Beverly Park 2050 Vision Plan (2025)**
    - Used as a key forward-looking reference
    - Outlines:
      - Future infrastructure needs
      - Expansion of services
      - Community feedback
- 

## Comparative Municipalities

5. **Birmingham, MI Parks & Recreation Department**
  - [https://www.bhamgov.org/about\\_birmingham/city\\_departments/public\\_services/parks\\_recreation.php](https://www.bhamgov.org/about_birmingham/city_departments/public_services/parks_recreation.php)
6. **Bloomfield Township, MI Parks & Recreation**

- <https://www.bloomfieldtp.org/Services/Parks-Recreation>
  - 7. **Grosse Pointe Woods Parks & Recreation**
    - <https://www.gpwmi.us/departments/parks-recreation>
  - 8. **City of Northville Parks & Rec (via Northville/Novi joint authority)**
    - <https://www.northvilleparksandrec.org/>
  - 9. **Village of Franklin, MI**
    - While smaller, Franklin does have dedicated recreation coordination and heavy board involvement.
    - [https://www.franklin.mi.us/government/boards\\_commissions/parks.php](https://www.franklin.mi.us/government/boards_commissions/parks.php)
- 

## Standards & Guidelines

- 10. **National Recreation and Park Association (NRPA) Metrics**
  - <https://www.nrpa.org/publications-research/Park-Metrics/>
  - Former NRPA guidelines were cited in your 5-Year Plan:
    - 6.25–10.5 acres per 1,000 residents
    - Recommended facility counts per population (e.g., 1 basketball court per 5,000)