



Council Chamber, 18500 W. 13 Mile Road, Beverly Hills, Michigan 48025

VILLAGE COUNCIL MEETING

TUESDAY, NOVEMBER 18, 2025 AT 7:00 PM

AGENDA

- A. Call to Order/ Roll Call**
- B. Pledge of Allegiance**
- C. Amendments to the Agenda/Approve Agenda**
- D. Community Announcements**
- E. Public Comments**
- F. Consent Agenda**
 - 1. Approve November 4, 2025, Council Minutes
 - 2. Approve November 6, 2025, Special Council Minutes
 - 3. Review and File Bills recapped as of Monday November 17, 2025
 - 4. Approve FY 2025 Lead Service Line Replacements
 - 5. Approve DTE Contract for TAP Project
 - 6. Approve Village Hall Holiday Closure Schedule
 - 7. Approve Parks Board Pavilion Lighting Event Proposal
- G. Business Agenda**
 - 1. Second Reading of Ordinance #394
 - 2. Approve FY 2026 Budget Amendments
 - 3. Approve Engagement Letter with Rosati, Schultz, Joppich, and Amtsbuechler for Village Attorney Services
- H. Public Comments**
- I. Manager's Report**
 - 1. November 18, 2025 Manager Report
- J. Council Comments**

K. Adjournment

All interested persons may attend and participate in person or virtually at:
<https://us02web.zoom.us/j/83673653048>

Meeting ID: 836 7365 3048 • **Dial in:** 1-646-876-9923

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, or other assistance.

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DRAFT REGULAR VILLAGE COUNCIL MEETING MINUTES – NOVEMBER 4, 2025 –
PAGE 1

Present: President George, President Pro Tem Drummond (arrive at 8:07 p.m.), Members: Abboud, Hrydziusko, Kecskemeti, Mercer and O’Gorman

Absent:

Also Present: Village Manager, Rothe
Village Attorney, Ryan
Village Clerk, Brown
Planning & Economic Development Director, Stec
Public Safety Director, Arnold

ROLL CALL/CALL TO ORDER/ PLEDGE OF ALLEGIANCE

President George called the regular Village Council meeting to order at 7:00 p.m. in the Village Council Chambers located at 18500 W. Thirteen Mile Road, Beverly Hills, MI 48025. Brown called the roll. The Pledge of Allegiance was recited by those in attendance.

AMENDMENTS TO AGENDA/APPROVE AGENDA

Motion by Hrydziusko, second by Kecskemeti, to approve the agenda as published.

Motion passed (6-0)

COMMUNITY ANNOUNCEMENT

None.

PUBLIC COMMENTS ON ITEMS NOT ON PUBLISHED AGENDA

None.

CONSENT AGENDA

Motion by Hrydziusko, second by Kecskemeti, be it resolved, that the Council for the Village of Beverly Hills approves the consent agenda.

1. Approval of October 21, 2025 Council Minutes
2. Review and File Bills recapped as of Monday, November 3, 2025

Roll Call:

Motion passed (6-0)

BUSINESS AGENDA

CONSIDER SPECIAL LAND USE REQUEST- BEVERLY HILLS ACADEMY

Rothe gave an overview. Stec gave background on the special land use request from Beverly Hills Academy to construct a shed on its property. Council and Stec discussed Planning Commission’s initial concerns and the size of the proposed shed.

The following resident spoke on the matter:

Ally Schultz, Dunblaine, expressed strong support for the project, praised the Academy as an asset to the community and noted that the shed would not impact the neighborhood’s appearance and would benefit the school’s operations.

THESE DRAFT MINUTES HAVE NOT BEEN APPROVED BY COUNCIL.

Motion by O’Gorman, second by Abboud, be it resolved:

SECTION 1: RECITALS. The foregoing recitals are hereby incorporated into this Section 1 as the findings of the Beverly Hills Village Council, as if fully set forth herein.

SECTION 2: SPECIAL USE PERMIT. Subject to, and contingent upon, the terms and conditions set forth in Section 3 of this Resolution, the Application for a Special Land Use Permit to allow construction of an accessory structure at 32605 Bellvine Trail, in accordance with Section 46-188 of the Zoning Ordinance and the approved site plan is hereby approved

SECTION 3: CONDITIONS. The Special Land Use Permit granted by Section 2 of this Resolution is subject to and contingent upon, compliance by Owner with the following conditions:

A. Compliance with Regulations. The development, use and maintenance of the Property must comply at all times with all applicable Village codes and ordinances, as they have been or may be amended over time, including, without limitation, the Zoning Ordinance.

B. Compliance with Plans. The development, use, and maintenance of the accessory on the Property must be in strict accordance with the plans submitted by Owner, consisting of 17 sheets, a copy of which is attached to and, by reference, made a part of this Resolution as Exhibit A, except for minor changes and site work approved by the Building Official (within his respective permitting authority) in accordance with all applicable Village codes, ordinances, and standards.

SECTION 4: AMENDMENT OF SPECIAL LAND USE PERMIT. Any amendments to the Special Land Use Permit that may be requested by Owner may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Ordinance.

Roll Call:

Motion passed (6-0)

PUBLIC HEARING AND CONSIDERATION OF THE PROGRAM YEAR 2026 CDBG FUNDING ALLOCATION

Stec gave an overview of the Community Development Block Grant program. Stec stated that this year, Oakland County has restructured the program into a competitive grant process emphasizing higher-impact, shovel-ready projects. Stec stated for 2026, the Village will receive an estimated \$3,500 in guaranteed CDBG funding for public services, specifically yard maintenance and snow removal for income-qualified seniors. Stec went on to say that no minor home repair or other competitive project funding will be requested this cycle due to the lack of shovel-ready projects, but the Village plans to revisit larger project applications next year once suitable projects are identified. Council and Administration discussed other resources for critical home repairs and interest in identifying larger community projects for future grant cycles. Council requested clearer funding criteria/guidelines from the County.

THESE DRAFT MINUTES HAVE NOT BEEN APPROVED BY COUNCIL.

George opened the public hearing at 7:32 p.m.

Patrick Vergeldt, Arlington Drive, suggested exploring whether CDBG funds could support a Beverly Hills history project tied to the 250th anniversary of the U.S. to help document and share community history.

George closed the public hearing at 7:36 p.m.

Motion by Mercer, second by Abboud:

Whereas, the Village of Beverly Hills found that the following projects meet the federal objectives of the CDBG program and are prioritized by the community as high priority need.

Account	Project Name	Amount
172160-732170	Public Services – Yard Services	\$3,500

Therefore, be it resolved, that the Village of Beverly Hills' Community Development Block Grant application is hereby authorized to be submitted to Oakland County for inclusion in Oakland County's Annual Action Plan to the U.S. Department of Housing and Urban Development, and that the Council President or his designee is hereby authorized to execute all documents, agreements, or contracts which result from this application to Oakland County.

Roll Call:

Motion passed (6-0)

SECOND READING OF ORDINANCE #393

Rothe gave an overview. Stec and Council discussed the 70 dB limit, enforcement consistency and ensuring inspectors verify compliance. Stec clarified that enforcement would be measured at the property line, not at the equipment, and that the rule would apply to both new and existing units under the general noise ordinance. Ryan gave the second reading.

Motion by Hrydziusko, second by Kecskemeti, to strike "as determined by manufacturer's specifications" in item three of Section 46-70(j).

Motion passed unanimously

The following resident spoke on the matter:

Mike White, Vernon, shared that his generator registered 54 decibels at the property line and cautioned against relying solely on manufacturer noise specifications. White noted that placement distance from the property line significantly affects compliance and suggested the ordinance should emphasize actual field measurements rather than manufacturer data.

Motion by O'Gorman, second by Hrydziusko, be it resolved, the Village Council of the Village of Beverly Hills adopt the proposed zoning ordinance amendments for accessory mechanical units as presented.

THESE DRAFT MINUTES HAVE NOT BEEN APPROVED BY COUNCIL.

Roll Call:
Motion passed (6-0)

FIRST READING OF ORDINANCE #394

Rothe gave an overview. Arnold stated that a fire pit issue at a condominium led to a review of the Village's fire code and the fire code had not been updated since 1996 and was out of compliance with industry standards and NFPA (National Fire Protection Association). Council and Arnold discussed the proposed amendments to the ordinance, differences between outdoor fireplace vs fire pit, revising the wording "seasoned dry firewood" for a simpler term, 50 ft distance rule and Knox boxes. Mr. Ryan gave the first reading.

Drummond arrived at the meeting at 8:07 p.m.

APPROVE PURCHASE OF DETECTIVE BUREAU VEHICLE

Arnold gave an overview of the Public Safety Department's request to replace the Detective Bureau's current 2011 Taurus with a 2026 Ford Interceptor Utility Hybrid. Arnold stated that the vehicle will be upfitted by Canfield Equipment Service with lights, sirens, and other necessary police equipment for an additional cost. Arnold and Council discussed the plans for the 2011 Taurus and the total cost. Arnold clarified that the total cost included both the vehicle and equipment installation and that the new vehicle is budgeted for the fiscal year.

Motion by Abboud, second by Kecskemeti, be it resolved, the Beverly Hills Village Council hereby approves the purchase of a replacement vehicle for the Detective Bureau from Lunghamer Ford and further authorizes the equipment proposal from Canfield Equipment Service for a total combined amount of \$59,537.18. Funds are available in account #205-900-981.00.

Roll Call:
Motion passed (7-0)

PUBLIC COMMENTS

None.

MANAGER'S REPORT & OCTOBER 2025 PUBLIC SAFETY REPORT

Rothe went over the Manager's report as provided in the regular Village Council meeting packet and Arnold gave the Public Safety Report which included updates on staffing, the Fill the Boot campaign, Toys for Tots and SAVES Project.

COUNCIL COMMENTS

Kecskemeti thanked the Parks & Recreation Board and Village staff and all the volunteers who helped organize the Halloween Hoot. Kecskemeti noted the strong turnout and community participation.

Hrydziusko expressed her appreciation for the Parks & Recreation Board, Administration, and community volunteers for their efforts in organizing the Halloween Hoot, noting the strong turnout and successful event. Hrydziusko also thanked residents for donating candy and recognized the Public Safety Department for their presence on Halloween night, using spotlights

THESE DRAFT MINUTES HAVE NOT BEEN APPROVED BY COUNCIL.

to help ensure safety. Hrydziusko noted an AED at Groves High School and suggested exploring the idea of installing one at Beverly Park for community safety.

Abboud highlighted a new state infrastructure grant program offering up to \$50,000 for project pre-development activities, with applications due December 1. Abboud announced upcoming meetings, including the MML Elected Officials Academy in January 2026 and the Cable Board meeting on November 19, 2025. Abboud also thanked the Public Safety Department for its service and community engagement, as well as Village staff, Council, and residents for their ongoing support.

Drummond apologized for arriving late to the meeting, explaining that family scheduling conflicts caused the delay.

George highlighted several positive community updates, including Giada Mills, a freshman cross-country runner breaking a school record, a standout football performance by Jeremiah Whitley, foliage clean up at the Beverly & Evergreen Road intersection and residents Mr and Mrs. Tobaben cleaning the planting bed at Beverly Park. George praised Public Safety for their efforts and noted progress toward fully staffing the department.

ADJOURNMENT

Motion by Abboud, second by Hrydziusko, to adjourn the meeting at 8:51 p.m.

Motion passed.

John George
Village President

Carissa Brown
Village Clerk

Present: President George, President Pro Tem Drummond, Members: Abboud, Hrydziuszko, Kecskemeti, Mercer and O’Gorman

Absent:

Also Present: Village Manager, Rothe
Village Clerk, Brown

ROLL CALL/CALL TO ORDER/ PLEDGE OF ALLEGIANCE

President George called the regular Village Council meeting to order at 7:00 p.m. in the Village Council Chambers located at 18500 W. Thirteen Mile Road, Beverly Hills, MI 48025. Brown called the roll. The Pledge of Allegiance was recited by those in attendance.

AMENDMENTS TO AGENDA/APPROVE AGENDA

Motion by Hrydziuszko, second by Kecskemeti, to approve the agenda as published.

Motion passed (7-0)

PUBLIC COMMENTS ON ITEMS NOT ON PUBLISHED AGENDA

None.

VILLAGE ATTORNEY INTERVIEWS

The Council conducted interviews with the following candidates:

1. Rosati, Schultz, Joppich, & Amtsbuechler

The meeting recessed at 7:58 p.m.

The meeting resumed at 8:01 p.m.

2. Foster Swift

The meeting recessed at 9:00 p.m.

The meeting resumed at 9:03 p.m.

3. The Kelly Firm

The meeting recessed at 9:46 p.m.

The meeting resumed at 9:50 p.m.

4. Potential Action following Village Attorney Interviews

Council discussed the candidate interviews and deliberated on the candidates’ experience, skills and qualifications.

THESE DRAFT MINUTES HAVE NOT BEEN APPROVED BY COUNCIL.

Motion by Drummond second by Hrydziuszko, to allow the Village Manager to enter into negotiations with Rosati, Schultz, Joppich, & Amtsbuechler for legal services for the Village of Beverly Hills.

Roll Call:

Abboud	yes
Drummond	yes
George	yes
Hrydziuszko	yes
Kecskemeti	yes
Mercer	no
O’Gorman	yes

Motion passed (6-1)

PUBLIC COMMENTS

None.

ADJOURNMENT

Motion by Abboud, second by Hrydziuszko, to adjourn the meeting at 10:09 p.m.

Motion passed.

John George
Village President

Carissa Brown
Village Clerk



TO PRESIDENT GEORGE & MEMBERS OF THE VILLAGE COUNCIL. THE FOLLOWING IS A LIST OF
EXPENDITURES FOR APPROVAL. ACCOUNTS PAYABLE RUN FROM 10/24/2025 THROUGH 10/24/2025.

ACCOUNT TOTALS:

101	GENERAL FUND	\$1,984.70
202	MAJOR ROAD FUND	\$0.00
203	LOCAL STREET FUND	\$0.00
205	PUBLIC SAFETY DEPARTMENT FUND	\$3,714.89
208	PARK IMPROVEMENT FUND	\$0.00
226	RUBBISH COLLECTION	\$0.00
271	LIBRARY FUND	\$0.00
401	CAPITAL PROJECTS FUND	\$0.00
592	WATER/SEWER OPERATION FUND	\$756.31
701	TRUST & AGENCY FUND	\$0.00
730	RETIREE HEALTH CARE FUND	\$0.00
	TOTAL	<u>\$6,455.90</u>
	MANUAL CHECKS- COMERICA	\$0.00
	MANUAL CHECKS- INDEPENDENT	\$0.00
	ACCOUNTS PAYABLE	<u>\$6,455.90</u>
	GRAND TOTAL	<u><u>\$6,455.90</u></u>

11/06/2025 09:46 AM
User: ADAM
DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS
CHECK DATE FROM 10/24/2025 - 10/24/2025

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank COM COMERICA					
10/24/2025	COM	2 (E)	51385	DTE ENERGY	6,455.90
COM TOTALS:					
Total of 1 Checks:					6,455.90
Less 0 Void Checks:					0.00
Total of 1 Disbursements:					6,455.90



TO PRESIDENT GEORGE & MEMBERS OF THE VILLAGE COUNCIL. THE FOLLOWING IS A LIST OF
EXPENDITURES FOR APPROVAL. ACCOUNTS PAYABLE RUN FROM 11/06/2025 THROUGH 11/06/2025.

ACCOUNT TOTALS:

101	GENERAL FUND	\$28,660.36
202	MAJOR ROAD FUND	\$0.00
203	LOCAL STREET FUND	\$0.00
205	PUBLIC SAFETY DEPARTMENT FUND	\$0.00
208	PARK IMPROVEMENT FUND	\$0.00
226	RUBBISH COLLECTION	\$0.00
271	LIBRARY FUND	\$0.00
401	CAPITAL PROJECTS FUND	\$0.00
592	WATER/SEWER OPERATION FUND	\$0.00
701	TRUST & AGENCY FUND	\$0.00
730	RETIREE HEALTH CARE FUND	\$0.00
	TOTAL	<u>\$28,660.36</u>
	MANUAL CHECKS- COMERICA	\$0.00
	MANUAL CHECKS- INDEPENDENT	\$0.00
	ACCOUNTS PAYABLE	<u>\$28,660.36</u>
	GRAND TOTAL	<u><u>\$28,660.36</u></u>

11/06/2025 02:25 PM
User: ADAM
DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS
CHECK DATE FROM 11/06/2025 - 11/06/2025

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank COM COMERICA					
11/06/2025	COM	91233	61277	ENTERPRISE FM TRUST	28,660.36
COM TOTALS:					
Total of 1 Checks:					28,660.36
Less 0 Void Checks:					0.00
Total of 1 Disbursements:					28,660.36



TO PRESIDENT GEORGE & MEMBERS OF THE VILLAGE COUNCIL. THE FOLLOWING IS A LIST OF
EXPENDITURES FOR APPROVAL. ACCOUNTS PAYABLE RUN FROM 11/03/2025 THROUGH 11/17/2025.

ACCOUNT TOTALS:

101	GENERAL FUND	\$101,988.15
202	MAJOR ROAD FUND	\$7,123.42
203	LOCAL STREET FUND	\$18,819.22
205	PUBLIC SAFETY DEPARTMENT FUND	\$316,944.44
208	PARK IMPROVEMENT FUND	\$2,709.92
226	RUBBISH COLLECTION	\$40,638.00
271	LIBRARY FUND	\$161,274.50
401	CAPITAL PROJECTS FUND	\$33,246.60
592	WATER/SEWER OPERATION FUND	\$194,597.99
701	TRUST & AGENCY FUND	\$72.92
730	RETIREE HEALTH CARE FUND	\$0.00
	TOTAL	<u>\$877,415.16</u>
	MANUAL CHECKS- COMERICA	\$0.00
	MANUAL CHECKS- INDEPENDENT	\$0.00
	ACCOUNTS PAYABLE	<u>\$877,415.16</u>
	GRAND TOTAL	<u><u>\$877,415.16</u></u>

11/14/2025 03:42 PM
User: ADAM
DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS
CHECK DATE FROM 11/17/2025 - 11/17/2025

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank COM COMERICA					
11/17/2025	COM	91234	60785	21ST CENTURY MEDIA - MICHIGAN	321.00
11/17/2025	COM	91235	51629	ALLIANCE OF ROUGE COMMUNITIES	3,960.00
11/17/2025	COM	91236	60217	AMAZON CAPITAL SERVICES	269.72
11/17/2025	COM	91237	53284	APPLIED INNOVATION	270.67
11/17/2025	COM	91238	02000	BADGER METER INC	607.03
11/17/2025	COM	91239	02100	BALDWIN PUBLIC LIBRARY	161,274.50
11/17/2025	COM	91240	30920	BELLE TIRE	48.72
11/17/2025	COM	91241	51409	BEVERLY HILLS ACE	405.50
11/17/2025	COM	91242	53417	BLUELINE IRRIGATION	390.00
11/17/2025	COM	91243	50489	BOB ADAMS TOWING	115.00
11/17/2025	COM	91244	59779	CANFIELD EQUIPMENT SERVICE INC	155.00
11/17/2025	COM	91245	61126	CARLETON EQUIPMENT	7,521.85
11/17/2025	COM	91246	61338	CHARTER TOWNSHIP OF BLOOMFIELD	1,890.00
11/17/2025	COM	91247	38913	CHET'S RENT ALL	354.56
11/17/2025	COM	91248	59347	CINTAS CORPORATION #31	1,344.05
11/17/2025	COM	91249	50392	CITY OF BIRMINGHAM	204,779.24
11/17/2025	COM	91250	61141	COMCAST	198.80
11/17/2025	COM	91251	50826	CONSUMERS ENERGY	1,336.54
11/17/2025	COM	91252	61131	CONTRACTORS CLOTHING	79.95
11/17/2025	COM	91253	58648	CTS-COMPANIES	488.20
11/17/2025	COM	91254	60152	D'ANGELO BROTHERS	20,291.00
11/17/2025	COM	91255	61160	DEER SOLUTIONS OF OAKLAND COUNTY	100.70
11/17/2025	COM	91256	60372	EAGLE LANDSCAPING & SUPPLY	1,170.79
11/17/2025	COM	91257	61277	ENTERPRISE FM TRUST	25,832.40
11/17/2025	COM	91258	61249	FIFER INVESTIGATIONS LLC	6,000.00
11/17/2025	COM	91259	60764	FRONT LINE SERVICES, INC.	2,370.00
11/17/2025	COM	91260	58795	G&M ENTERPRISES, LTD.	3,482.00
11/17/2025	COM	91261	61336	GABRIEL TOWNSEND	889.82
11/17/2025	COM	91262	08500	HUBBELL ROTH & CLARK INC	19,932.13
11/17/2025	COM	91263	08500	HUBBELL ROTH & CLARK INC	42,014.92
11/17/2025	COM	91264	59010	HUNT SIGN COMPANY	222.00
11/17/2025	COM	91265	39070	J.H. HART URBAN FORESTRY	5,586.88
11/17/2025	COM	91266	51101	JANICE HAUSMAN	307.14
11/17/2025	COM	91267	61006	JOSEPH ORLANDO	4,760.00
11/17/2025	COM	91268	51939	KEATON PUBLICATION GROUP LLC	500.00
11/17/2025	COM	91269	09300	KELLER THOMA	437.50
11/17/2025	COM	91270	60497	KONE	270.42
11/17/2025	COM	91271	53316	LANG'S ON-SITE SERVICES	300.00
11/17/2025	COM	91272	51792	LEXISNEXIS RISK SOLUTIONS	200.00
11/17/2025	COM	91273	60620	MACQUEEN EMERGENCY	2,475.00
11/17/2025	COM	91274	59116	MARGARET A.S. BEKE	72.92
11/17/2025	COM	91275	11000	MICHIGAN MUNICIPAL RISK	104,548.00
11/17/2025	COM	91276	58738	MICHIGAN STATE FIREMEN'S	100.00
11/17/2025	COM	91277	51408	MICRO CENTER A/R	204.97
11/17/2025	COM	91278	59330	MIKE SAVOIE CHEVROLET	1,381.56
11/17/2025	COM	91279	61043	MSTS RECEIVABLES LLC	21.67
11/17/2025	COM	91280	51182	NELSON BROTHERS SEWER &	1,959.00
11/17/2025	COM	91281	59112	NEXT	2,389.71
11/17/2025	COM	91282	51799	NYE UNIFORM EAST	4,995.45
11/17/2025	COM	91283	51799	NYE UNIFORM EAST	444.40
11/17/2025	COM	91284	51540	O'REILLY AUTO PARTS	150.20
11/17/2025	COM	91285	51751	O.C.W.R.C.	78,282.00
11/17/2025	COM	91286	13600	OAKLAND COUNTY TREASURER	2,794.23
11/17/2025	COM	91287	50156	OCACP	30.00
11/17/2025	COM	91288	61136	OHM ADVISORS	2,450.00
11/17/2025	COM	91289	50502	PITNEY BOWES CREDIT CORP.	265.58
11/17/2025	COM	91290	30035	PLANTE & MORAN, PLLC	3,607.50
11/17/2025	COM	91291	16100	ROAD COMMISSION FOR OAKLAND	590.88
11/17/2025	COM	91292	16500	S.O.C.R.R.A	40,638.00
11/17/2025	COM	91293	16600	S.O.C.W.A.	72,099.82
11/17/2025	COM	91294	59282	SAFEBUILT INC.	775.00
11/17/2025	COM	91295	61337	SALTY JAKES MAINTENANCE & REPAIR	1,552.50
11/17/2025	COM	91296	61008	SCOTT GLOWINSKI	5,800.00
11/17/2025	COM	91297	61152	SMART BUSINESS SOURCE	7,032.00
11/17/2025	COM	91298	60926	STAPLES	39.55
11/17/2025	COM	91299	60409	SUBURBAN FORD OF WATERFORD	416.49
11/17/2025	COM	91300	17700	SUNSET MAINTENANCE SERVICE	3,906.00
11/17/2025	COM	91301	61128	TERMINIX EHRlich	76.91
11/17/2025	COM	91302	61224	THE DTE ENERGY COMPANY	4,380.83
11/17/2025	COM	91303	31043	THOMAS J RYAN PC.	9,500.00
11/17/2025	COM	91304	60581	UNITED RENTALS (NORTH AMERICA), INC	3,625.00
11/17/2025	COM	91305	53572	WOW! BUSINESS	331.96

COM TOTALS:

Total of 72 Checks:	877,415.16
Less 0 Void Checks:	0.00
Total of 72 Disbursements:	877,415.16



Agenda Item Summary

To: Village Council
From: Neil Johnston, Public Services Director

Re: ***Consent Agenda - 4. Approve FY 2025 Lead Service Line Replacements***
Date: November 18, 2025 - [Click to View Agenda](#)

Summary:

Over the past year, the Village, with assistance from HRC and D’Angelo Brothers Excavating, has verified water service lines of unknown material through an EGLE TMF Grant. Fourteen lead service lines were identified—two were replaced immediately due to damage during verification.

Of the 12 remaining known lead service lines, eight residents have returned a Temporary Use Agreement to the Village that allows us to replace the private portion of the water service line. We continue to reach out to the other four property owners so we can replace those private lead service lines in the future. Two of the four that have not yet responded and will only have the public side of their service line replaced. The locations are attached.

In 2020 S.O.C.W.A. published a Water Service Line Replacement RFP on behalf of its member communities. D’Angelo Brothers Excavating was awarded the two-year contract and has continued to extend and hold pricing annually. Using D’Angelo’s pricing, we estimate the cost of replacement not to exceed \$80,000, assuming the two hold-outs ultimately sign the Temporary Use Agreement. Staff recommends utilizing this pricing to replace the lead service lines found.

Sufficient funds are available in the water and sewer budget. Replacement of both the private and public portions of the water service line is a state-mandated activity.

Financial Impact:

Fund	Account #	Budget	Encumbered	Request	Remaining Budget	Within Budget
592	592-900-973.99	\$1,000,000	\$340,000	\$80,000	\$580,000	Yes

Recommendation:

BE IT RESOLVED, the Beverly Hills Village Council hereby approves the 2025 lead service line replacement program for the identified properties utilizing D'Angelo Brothers S.O.C.W.A. contract. Funds are available in account #592-900-973.99

Attachments:

1. Lead Service Locations 2025 - for Packet

Beverly Hills- Lead Service Replacement Locations
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Address	Long/Short Side	Current Size	Install Size	Main Size	Est. Cost
32250 Auburn	Long	5/8	1	6	\$ 7,090.00
17325 Beechwood	Interior Only	5/8	1	8	\$ 3,145.00
16300 Birwood	Long	5/8	1	6	\$ 3,545.00
32460 Evergreen	Long	1	1	8	\$ 7,090.00
31710 Glencoe	Long	5/8	1	6	\$ 7,090.00
18930 Hillcrest	Short	5/8	1	6	\$ 6,290.00
16237 Kirkshire	Long	5/8	1	8	\$ 7,090.00
15920 Lauderdale	Short	5/8	1	6	\$ 6,290.00
18161 Riverside	Interior Only	5/8	1	8	\$ 3,145.00
18301 Riverside	Long	5/8	1	6	\$ 3,545.00
18321 Riverside	Long	5/8	1	6	\$ 7,090.00
18811 Riverside	Long	5/8	1	6	\$ 7,090.00

\$68,500.00



Agenda Item Summary

To: Village Council

From: Neil Johnston, Public Services Director

Re: ***Consent Agenda - 5. Approve DTE Contract for TAP Project***

Date: November 18, 2025 - [Click to View Agenda](#)

Summary:

As part of the TAP Sidewalk Installation Project, the utility pole and guy wire located in the right-of-way at 31845 Evergreen needs to be relocated. The DTE Energy contract, including cost, is attached.

Financial Impact:

Sufficient funds are available in the TAP project budget for this work.

Recommendation:

BE IT RESOLVED, the Beverly Hills Village Council approves DTE Energy to relocate the utility pole and guy wire at 31845 Evergreen Road for the cost of \$5,537.64. Funds are available in account #401-900-974.05.

Attachments:

1. 31845 Evergreen Rd CAP

12080 Dixie
Redford, MI 48239



Thursday, October 16, 2025

VILLAGE OF BEVERLY HILLS
JACK NAGLE
555 Hulet Drive
Bloomfield Hills, MI 48302

Regarding: 31845 Evergreen Rd & Beverly Hills, Beverly Hills Township

Enclosed are two (2) copies of the Accounts Receivable Agreement for your signature. The payment for this work is \$5,537.64 based on:

RELOCATE POLE AND GUY WIRE FOR VILLAGE OF BEVERLY HILLS

Please return the signed agreement to me with a check made payable to DTE Energy. Keep the "Customer Copy" document for your records. To ensure proper credit, the Agreement number should be indicated on your remitted check. When we receive the signed agreement and your check, we will proceed to schedule the work.

If you have any questions regarding this job, please feel free to contact me at the phone number or e-mail address indicated below.

Sincerely,

Marvin D Bellamy II
Associate Planner
734.773.2915
marvin.bellamy@dteenergy.com

enclosures:
Two copies of the Accounts Receivable Agreement



"DTE Energy" and "Customer" make this agreement for consideration of the promises in the Agreement.

"DTE Energy" is:
The DTE Energy Company
12080 Dixie
Redford, MI 48239

"Customer" is:
VILLAGE OF BEVERLY HILLS
JACK NAGLE
555 Hulet Drive
Bloomfield Hills, MI 48302

Background Statement: Customer requests DTE Energy to perform the work indicated below in the vicinity of 31845 Evergreen Rd & Beverly Hills. To do this, DTE Energy requires that payment be made in the amount indicated below. Under Michigan Public Service Commission rules, DTE Energy is permitted to require payment before performing this work.

**DTE Energy and Customer agree to the following terms:
See details of this contract under the Terms and Conditions section**

Payment for the requested work is \$5,537.64.

The type of work to be performed:

RELOCATE POLE AND GUY WIRE FOR VILLAGE OF BEVERLY HILLS

In return for the above payment, The DTE Energy Company agrees to perform the requested work, providing all necessary permits and rights-of-way can be secured. This job will not be scheduled until DTE Energy receives payment for the above work.

Notwithstanding anything herein to the contrary, the installation, ownership, and maintenance of electric services and the rates, fees, and charges to be made shall be subject to and in accordance with the orders and rules and regulations adopted and approved from time to time by the Michigan Public Service Commission.

DTE Energy:(sign) Mary Peters/s Title: Supervisor Date: 10-16-2025
Mary F Peters

Customer:(sign) _____ (print) _____ Date: _____
(sign) _____ (print) _____ Date: _____

Terms and Conditions
Accounts Receivable Agreement

- 1. MPSC Rules** - This Agreement is subject to the Michigan Public Services Commission ("MPSC") Rules, including but not limited to, Rule C6.1, "Extension of Service", Rule C6.2, "Overhead Extension Policy", Rule C6.3, "Underground Distribution Systems"; and Rule C6.5 "Miscellaneous Customer Requests", which are incorporated herein by reference.
- 2. Description of Work** - DTE Energy or one of its contractors shall install or remove the underground or overhead conductors and any associated overhead or underground equipment required for the request, (collectively, the "Work"). DTE Energy will only install electric service and is not responsible for any other utility service including, but not limited to, cable television, or other communication services. Customer shall contact those companies responsible for the installation of services other than electrical service.
- 3. Customer Staking Requirements**
 - a. Prior to commencement of the Work, Customer shall visually identify, by either exposing or clearly staking through the use of flags or other appropriate identification device, all private underground property, including but not limited to:

a. private electrical lines	i. burial sites of pets
b. sprinkler systems	j. geothermal systems
c. invisible fences	k. private water mains and lines
d. swimming pool hardware	l. solar power equipment
e. septic tanks and fields	m. privately owned gas
f. fiber optic lines	n. propane and petroleum lines
g. security systems	o. any other underground equipment not previously listed.
h. heated sidewalk and driveway equipment	
 - b. If Customer refuses the route suggested by DTE Energy for the Work and requests an alternative route, which is mutually agreed to by Customer and DTE Energy, Customer shall stake the alternative route as provided in paragraph 3(a) above.
 - c. If Customer fails to clearly stake all private underground property, then Customer releases DTE Energy from any and all liability for property damage related to the installation, operation or maintenance of the Work, including, but not limited to, loss of trees, shrubs or other landscape.
- 4. Total Payment** - By executing this Agreement, Customer agrees to pay DTE Energy the "Total Payment" calculated on page 1 of this agreement.
- 5. Termination prior to Commencement of Work** - If Customer fails to complete any obligations under this Agreement within six (6) months from the date DTE Energy receives full payment or the Total payment, then, upon written notice, DTE Energy may cancel this Agreement and a refund may be issued to Customer, less all reasonable costs incurred by DTE Energy.
- 6. Failure to Execute Agreement; Changes to Agreement:** If the Customer fails to execute this Agreement and pay the Total payment due to DTE Energy within six (6) months of the date of this Agreement, then this Agreement shall become null and void. Further, Customer shall not make any changes to this Agreement, including but not limited to handwritten changes or striking any language. In the event Customer makes any changes to this Agreement without the specific written consent of DTE Energy, then this Agreement shall become null and void.
- 7. Damages and Limitation on Liability** - If Customer, its contractors, agents, and/or employees cause damage to the Work, then Customer shall reimburse DTE Energy for all costs related to that damage. DTE Energy reserves the right to retain portions of the Refundable Construction Advance to offset such damages.

DTE Energy's sole liability to Customer, its employees, agents, subcontractors and to all other persons arising out of or related to the performance of the Work, whether in contract, under any claims warranty, in tort, or otherwise shall be limited to either DTE Energy repairing or replacing the Work at its own expense or, at DTE Energy's option, refund the money paid for the Work. The foregoing shall be Customer's sole remedy. In no event will DTE Energy or its contractors be liable under this Agreement or under any cause of action relating to the subject matter of this Agreement, whether based on contract, warranty, tort (including negligence), strict liability, indemnity or otherwise, for any incidental or consequential damages including but not limited to loss of use, interest charges, inability to operate full capacity, lost profits or other similar claims of Customer.
- 8. Set Off** - DTE Energy shall be entitled at any time to set off any sums owing by Customer or any of Customer's affiliated companies with common ownership, to DTE Energy or any of DTE Energy's affiliated companies, against sums payable by DTE Energy.
- 9. Assignment and Notices** - Customer shall not assign this Agreement without DTE Energy's prior written consent. All notices required by this Agreement must be in writing and sent by U.S. mail or delivered in person to the addresses listed on page 1 of this Agreement.
- 10. Saving Clause** - Each term and condition of this Agreement is deemed to have an independent effect and the invalidity of any partial or whole paragraph or section shall not invalidate the remaining paragraphs or sections. The obligation to perform all of the terms and conditions shall remain in effect regardless of the performance of any invalid term by the other party.

11. Governing Law and Jurisdiction - This Agreement shall be construed in accordance with the law of the State of Michigan, without regard to conflict of law principals. The parties agree that any action with respect to this Agreement shall be brought in a court of competent jurisdiction located in the State of Michigan and the parties hereby submit themselves to the exclusive jurisdiction and venue of such court for the purpose of such action.

12. Entire Agreement - This Agreement together with the DTE Energy Rate Book on file with the MPSC, the Electrical Service Installation Guide, which is available at:

www.dteenergy.com/businessCustomers/buildersContractors/electricService/standards.html

and, if applicable, the Certificate of Grade (referred to herein collectively, as the "Contract Documents") constitutes the entire Agreement between the parties regarding this transaction. Any agreements, negotiations or understanding of the parties prior to or contemporaneous to the date of the Agreement, whether written or oral, are superseded hereby. In the event of a conflict between the Contract Documents, then the Contract Document shall control in the order stated above.



Agenda Item Summary

To: Village Council
From: Warren Rothe, Village Manager

Re: *Consent Agenda - 6. Approve Village Hall Holiday Closure Schedule*
Date: November 18, 2025 - [Click to View Agenda](#)

Summary:

Village administration is recommending that Village Hall be closed on Friday, December 26, 2025, and Friday, January 2, 2026, in observance of the holiday period. Village offices are already scheduled to be closed on December 24, 25, and 31, 2025, and January 1, 2026.

Closing on these additional days will create two extended weekends and allow staff to take paid leave during a period of traditionally low public activity, while also accommodating reduced staffing levels as these dates are commonly requested for time off. Employees will be required to utilize any available paid time off benefits for these additional closure dates. Public safety and emergency operations will remain fully staffed and unaffected by this schedule.

Recommendation:

BE IT RESOLVED, the Beverly Hills Village Council approves of the proposed holiday closure schedule as presented.

Attachments:

None



Agenda Item Summary

To: Village Council
From: Carissa Brown, Village Clerk

Re: ***Consent Agenda - 7. Approve Parks Board Pavilion Lighting Event Proposal***
Date: November 18, 2025 - [Click to View Agenda](#)

Summary:

The Parks & Recreation Board has been coordinating with a local real estate professional who 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 is asking Village Council to consider preliminary approval, contingent upon the Parks & Recreation Board's concurrence and approval at its November 20 meeting.

Financial Impact:

The Village will not have a direct financial impact from approving this proposal.

Recommendation:

Staff recommends the following resolution:

BE IT RESOLVED, the Beverly Hills Village Council hereby approves the Holiday Lights sponsorship concept, subject to:

1. Final logistical details being confirmed by Village administration; and
2. Parks & Recreation Board concurrence and approval at its November 20, 2025 meeting.

Attachments:

None



Agenda Item Summary

To: Village Council
From: Edward Arnold, Public Safety Director

Re: ***Business Agenda - 1. Second Reading of Ordinance #394***
Date: November 18, 2025 - [Click to View Agenda](#)

Summary:

The Village Council conducted the first reading of Ordinance No. 394 at its November 4 meeting. For the second reading, no substantive language changes were made. However, the regulations that had previously appeared as Sections 18.6.1 through 18.6.4 were consolidated into a single Section 18.6 to improve clarity, readability, and overall flow. The term “seasoned dry firewood” was also discussed internally, and it was noted that this terminology is commonly used in the ordinances of neighboring communities. As such, the Department believes this term does not need to be revised.

Recommendation:

Consider holding a second reading and adopting Ordinance #394 as presented. Should the Council wish to proceed, the following resolution could be made:

BE IT RESOLVED, the Beverly Hills Village Council hereby adopts Ordinance #394 as read.

Attachments:

1. Ordinance #394 Second Reading Draft

VILLAGE OF BEVERLY HILLS
ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 18, FIRE PREVENTION AND PROTECTION, ARTICLE I – GENERAL AND ARTICLE II – FIRE CODE AND CHAPTER 32 – SOLID WASTE, ARTICLE I – GENERAL, VILLAGE MUNICIPAL CODE

The Village of Beverly Hills Ordains:

Section 1.01. Chapter 18, Article I, Section 18.02 – Definitions, be amended to add the following language to read as follows:

Chapter 18, Article I – Definitions.

Emergency Vehicle Access means a passageway for police vehicles, fire apparatus and other emergency vehicles to access a street or property in the event of an emergency.

Fire Code Official, means the public safety director, fire marshal, fire inspector, public safety officer, code enforcement officer, or other designated authority charged by the applicable governing body with the duties of administration and enforcement of the code, or duly authorized representative. The term “fire code official” may be used interchangeably with “code official” and “fire official”.

Fire Watch means a temporary measure intended to ensure continuous and systematic surveillance of a building or portion thereof by one or more qualified individuals for the purposes of identifying and controlling fire hazards, detecting early signs of unwanted fire, raising an alarm of fire and notifying the fire department by method(s) approved or recommended by the fire code official.

Ground Fire means an outdoor fire for the purpose of viewing or warming, or utilized to cook food for human consumption, or for ceremonial purposes, which burns only seasoned dry firewood or commercially available charcoal briquettes intended to minimize the generation of air contaminants.

NFPA refers to the National Fire Protection Association and the standards that are adopted by that organization which are adopted by the Village of Beverly Hills.

Noncompliant refers to alterations, modifications, or other such changes to use, occupancy, fire suppression, protection, detection, alarm, or other related systems, affecting the design, installation, or proper or intended operation of said system. Does not comply with the applicable standard or criteria set forth when originally installed, tested, and approved.

Section 2.01. Chapter 18, Article I Section 18-6 is amended and Sections 11-1 through Section 11.6 are hereby added to read as follows:

Section 18-6.1 - Burning Regulations –

- a. **General Prohibition.** No person shall start or cause any fire to occur larger than a ground fire as outlined in subsection(d).
- b. **Open burning prohibited.**
 - i. Open burning that is offensive or objectionable, as determined by the public safety department fire code official, because of smoke or odor emissions or when atmospheric conditions or local circumstances make such fires hazardous shall be prohibited.
 - ii. Burning for purposes of incineration of waste material including paper, leaves, or any other combustible debris, outside of any structure at any place is prohibited.
- c. **Extinguishment Authority.** The public safety department fire code official is authorized to order the extinguishment, by the responsible person, another person responsible, or by the public safety department, of open burning that creates or adds to a hazardous or objectionable situation.
- d. **Ground Fires.** A ground fire shall not be conducted within 50 feet of a structure or combustible material unless the fire is contained in a barbecue pit or outdoor fireplace that was designed for such a purpose. Conditions which could cause a fire to spread within 50 feet of a structure shall be eliminated prior to ignition, be the minimum size for the intended purpose, but not larger than 3 feet in diameter and 2 feet in height and shall be contained in a safe manner within non-combustible materials.
- e. **Ash Regulations.** No person shall place or cause to be placed any ashes, clinkers, smoldering coal or embers or similar residue from any heating appliance in any other than metal or nonflammable containers, nor shall such ashes be piled against any combustible wall or partition or on any combustible floor; provided, however, that dead ashes may be placed in paper cartons or boxes when placed out of doors at the rear of the premises to await the pickup of such ashes and other debris. When such ashes are placed out of doors in containers as herein specified, such containers must be placed at least three feet away from any wooden wall, fence, building or combustible material.

Section 18-11.1 - Key Box-Purpose - Experience shows that when a fire occurs in a building, the Beverly Hills Public Safety Department is faced with entry into the structure to locate, confine control and extinguish the fire or effect a rescue. In many cases entry into the structure must be made by force, which is time-consuming and demands extra energy to be exerted by firefighting personnel. In order to expedite entry into the building and to aid the public safety department responding, the installation and use of a key box may be required.

Section 18-11.2 - Key Box-Required - In addition to the provisions of Section 18.2.2.1 of NFPA 1, a key box approved by the fire prevention bureau of the public safety department shall be installed and maintained on all buildings, except that a key box is not required for any building that the Michigan Residential Construction Code applies to.

No certificate of occupancy shall be issued to any building required to have a key box until it is demonstrated that a key box approved by the fire prevention bureau of the village public safety department has been installed as required by this article.

Section 18-11.3 – Key Box-Location - The location of the key box shall be approved by the fire prevention bureau of the public safety department. The public safety department fire code official shall use one (1) or more of the following criteria to approve the location of the key box:

- a) The key box may be located at or near the recognized public entrance;
- b) The key box may be located adjacent to the alarm enunciator panel;
- c) When the occupancy is serviced by a fire sprinkler system, the key box may be located above the fire department connection;
- d) The key box shall be connected to the NFPA 72A Fire Alarm Control Panel when provided. Wiring for the connection shall be supervised as required by NFPA 72A. The key box shall be connected in such a manner that tampering or opening of the box shall produce a supervisory signal.

Section 18-11.4 – Key Box-Contents - The key box shall contain keys that are labeled and identified as follows:

- (a) The main entrance door, except that main entrance keys are only required for mixed occupancy and strip shopping centers where there is a system control valve or a fire alarm system panel;
- (b) The alarm room;
- (c) All mechanical rooms and sprinkler control rooms;
- (d) The fire alarm control panel;
- (e) The electrical rooms;
- (f) Any special keys to reset pull-stations or other fire protective devices;
- (g) The fire department elevator keys;
- (h) Any other rooms that are specified by the fire prevention bureau of the public safety department.

Section 18-11.5 – Key Box-Compliance - All new or remodeled structures must comply with the requirements of this article prior to occupancy. Required approvals and specifications shall be obtained during the plan review process.

Sec. 18-11.6 – Key Box-Applications - Application for a key box shall be made on forms (paper or electronic) provided by the fire prevention bureau of the public safety department.

Section 3.01. Chapter 18, Article II – Fire Code be amended to read as follows:

Section 18-39. - Code adopted. Pursuant to the provisions of Public Act No. 203 of 1972 (MCL 125.1501 et seq.), the current Fire Code NFPA 1 and NFPA 101, and their referenced NFPA codes within those documents, as published by the National Fire Protection Association, are hereby adopted by reference. Plan Review will be based upon the most recently published standard at the time of review and notice is hereby given that complete copies of the code will be made available for public use and inspection at the office of the Village Clerk.

Chapter 32, Solid Waste, Article 1 – General, be amended to read as follows:

Section 4.01. Chapter 32, Solid Waste, Article I – General

Section 32-2. - Open burning prohibited. No person shall cause or permit any open burning of fuel, garbage, or other combustible refuse or waste material, including leaves, brush, tree trimmings and grass. This provision shall not be construed to prohibit fires of charcoal or of non-ash-producing fuel when used for purposes outlined in Sec. 18-6.4 – Ground Fires.

Section 5.01. SEVERABILITY. If any section, clause or provision of this Ordinance shall be declared to be inconsistent with the Constitution and laws of the State of Michigan and voided by any court of competent jurisdiction, said section, clause or provision declared to be unconstitutional and void shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force.

Section 6.01. SAVING CLAUSE. All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect are saved and may be consummated according to the law when they were commenced.

Section 7.01. REPEALER. Any Ordinances conflicting with these Ordinances be and the same is hereby repealed.

Section 8.01. EFFECTIVE DATE. This Ordinance shall take effect 20 days from and after the final passage and publication by the Village of Beverly Hills.

Made and passed by the Village Council of the Village of Beverly Hills this _____ day of November, 2025.

John George, Village President

Carissa Brown, Village Clerk

I, Carissa Brown, being the duly appointed and qualified Clerk of the Village of Beverly Hills, Oakland County, Michigan, do hereby certify and declare that the foregoing is a true and correct copy of an Ordinance adopted by the Village Council of the Village of Beverly Hills at a regular meeting thereof held on the ____ day of November, 2025.

Carissa Brown, Village Clerk



Agenda Item Summary

To: Village Council

From: Elizabeth Kutey, Finance Clerk

Re: ***Business Agenda - 2. Approve FY 2026 Budget Amendments***

Date: November 18, 2025 - [Click to View Agenda](#)

Summary:

As the Village has completed the first quarter of Fiscal Year 2026, budget amendments have been prepared. The vast majority of the amendments are related to projects that were originally budgeted for in Fiscal Year 2025, but due to timing, did not incur expenditures until FY 2026. I have created a powerpoint, categorical summary sheet, and a line-item summary of the proposed amendments. I will be attending the meeting to provide more information.

Recommendation:

BE IT RESOLVED, the Beverly Hills Village Council adopts the proposed Fiscal Year 2026 Budget Amendments as presented and prepared by the Finance Director.

Attachments:

1. Budget Amendment Presentation
2. Budget Amendment Summary
3. Budget Amendment Line Item Summary

*VILLAGE OF
BEVERLY HILLS*

*BUDGET
AMENDMENT*

*TUESDAY
NOVEMBER
18, 2025*

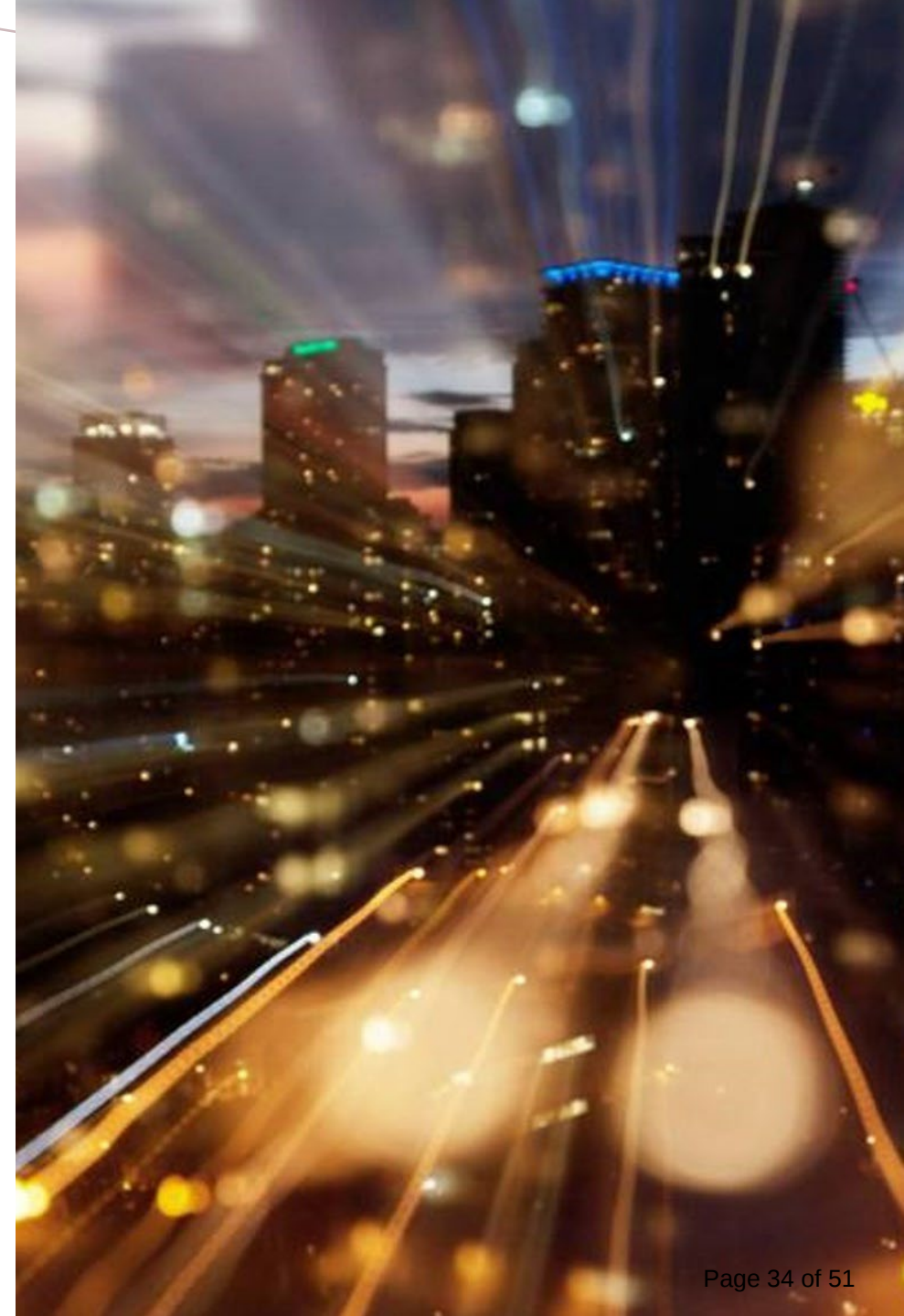


SUMMARY OF AMENDMENTS

PROJECT CARRYFORWARDS - \$1,418,537(expenditures)

RUBBISH BUDGET - \$9,000 (revenues)

MISCELLANEOUS AMENDMENTS - \$18,956 (revenues)



FUNDS BEING PRESENTED FOR AMENDMENT

GENERAL FUND

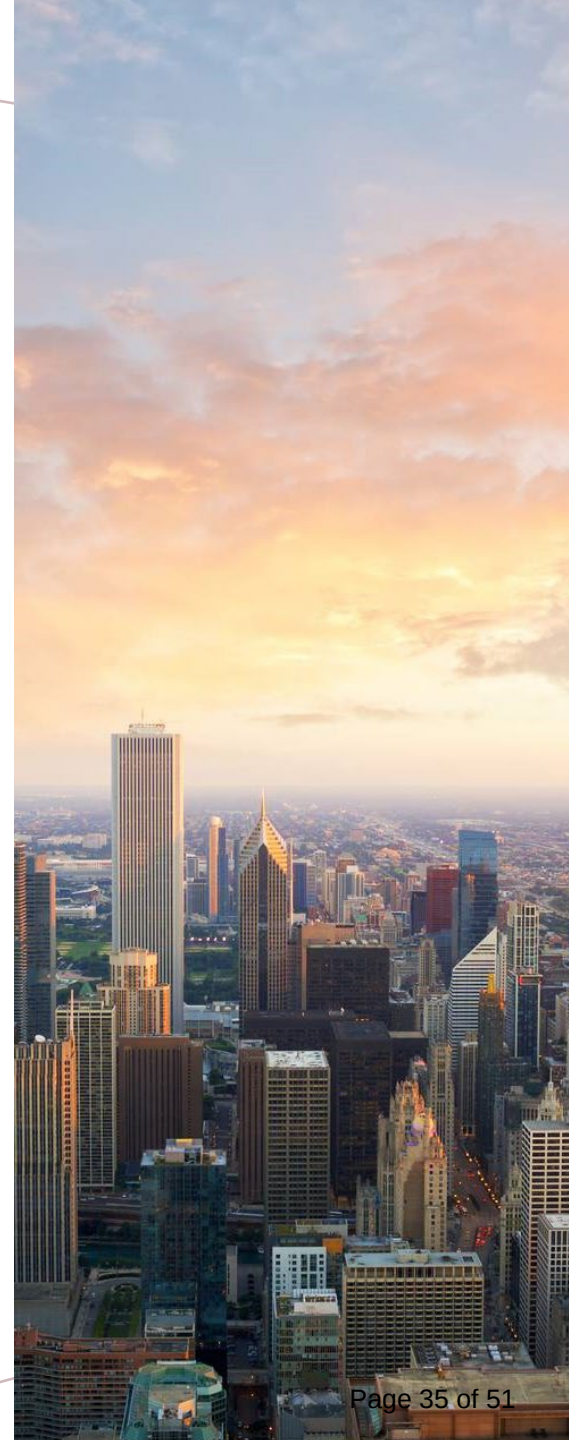
MAJOR ROADS FUND

LOCAL ROADS FUND

PUBLIC SAFETY FUND

RUBBISH FUND (NEW)

CAPITAL IMPROVEMENT FUND





GENERAL FUND AMENDMENTS/REALLOCATIONS

- Rubbish revenues and expenses moved to its own fund (to comply with State of Michigan Chart of Accounts)
- Miscellaneous revenues recognized (state revenues; charges for services)
- Reclassify budgets from one “capital outlay” department to capital outlay accounts in each department. This allows us to track capital at the department level going forward.
- Wendbrook expenses-2025 summer property tax expenses – due to State of Michigan assessing law, the Village is responsible for the summer 2025 property tax expenses.

MAJOR AND LOCAL ROAD FUND AMENDMENTS

- Project carryforwards
 - Pierce Rd 13 to Beverly (\$83,379)
 - Reedmere Ave unspent funds (\$15,607)
 - Road resurfacing Birwood/Kirkshire/Nottingham (\$897,951)
- Oakland County Access to Transit grant – application brought to Council for approval Oct. 2024 for Southfield & Beverly Road intersection study (\$37,500); \$30,000 to be reimbursed by OC

PUBLIC SAFETY FUND AMENDMENTS

- Recognition of revenues - criminal justice training, school resource officer billings, opioid settlement monies (\$25,315)
- Carryforwards – upfitting costs for vehicle purchased in FY2025 (\$21,300)
- Miscellaneous budget adjustments/reclassifications for approved expenses (\$26,000)

Upfitting for Detective Bureau vehicle
signage

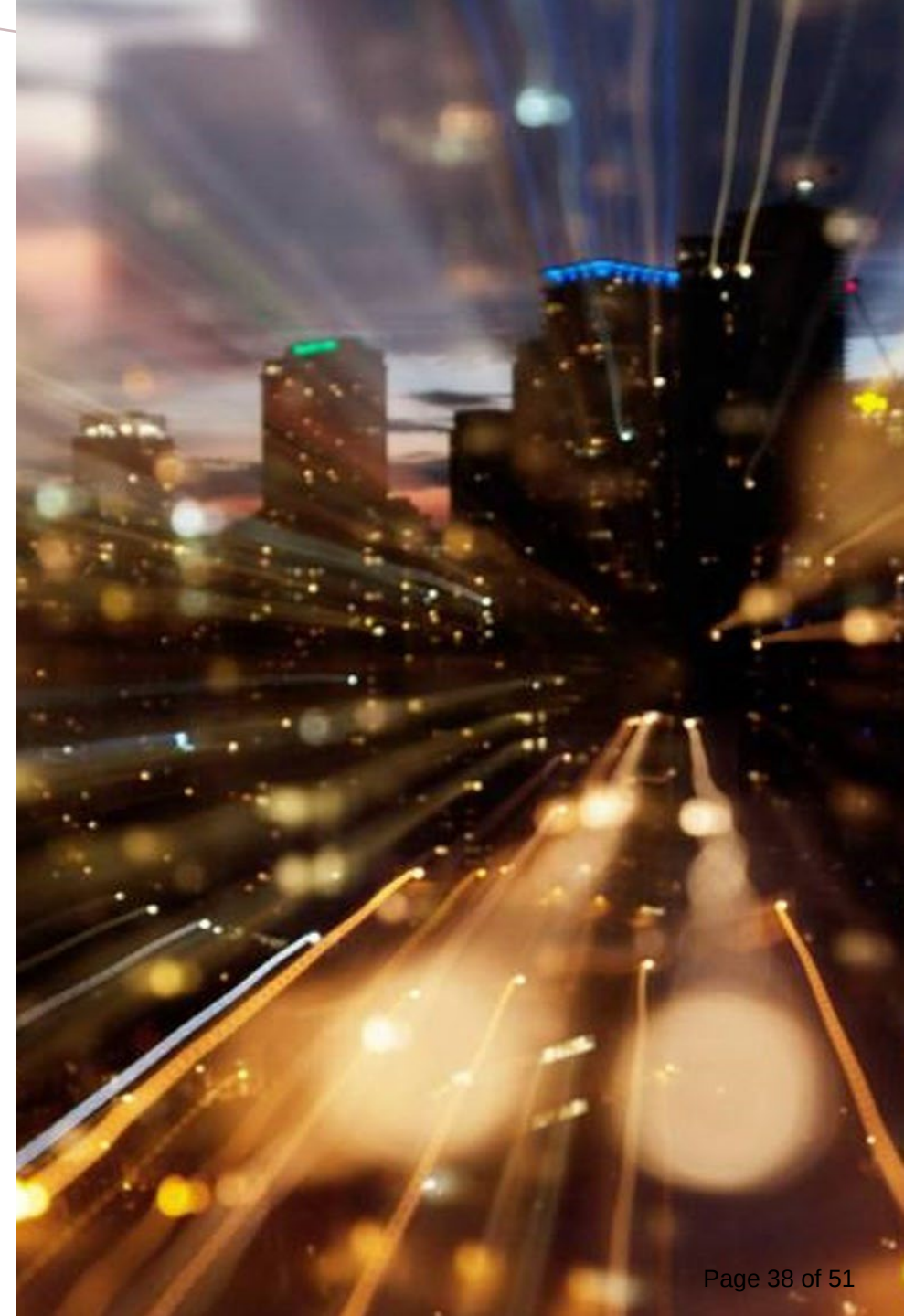
body cameras

fire truck tires

Computer equipment

Accreditation expenses

Fire training academy expenses for 2 new recruits



RUBBISH FUND

- New fund created to comply with State of Michigan Chart of Accounts
- Budgeted revenues/expenditures reclassified from General Fund for better tracking
- Contracted services budgets (Comeau) will be reclassified to wage/fringe line items for DPW employees (net effect is \$0)



CAPITAL IMPROVEMENT FUND

- Adjust interest income revenue budget
- Project carryforwards (\$400,300)
 - Sidewalks -TAP grant project construction activities were first budgeted in FY25, unspent construction funds carried over to FY26 (\$295,400)
 - Sidewalks – Unspent Safe Routes to School grant construction funds in FY25, carried over to FY26 (\$104,900)

2025 Q1

BUDGET AMENDMENT SUMMARY

BUDGET AMENDMENT SUMMARY					AMENDMENTS			
Fund Name(s)	Fund number		Current	Proposed	Amended	Carryforwards	Rubbish Budget	Misc
			Budget	Change	Budget			Amendments
General/Vac/Sick	101/103/105	Revenues	5,329,814.00	-1,156,535.00	4,173,279.00		-1,167,145.00	10,610.00
		Expenditures	7,564,981.00	-1,115,572.00	6,449,409.00	0.00	-1,151,772.00	36,200.00
		Surplus/(Deficit)	-2,235,167.00	-40,963.00	-2,276,130.00	0.00	-15,373.00	-25,590.00
Major Roads	202	Revenues	968,827.00	30,000.00	998,827.00			30,000.00
		Expenditures	1,341,188.39	113,148.00	1,454,336.39	83,379.00		29,769.00
		Surplus/(Deficit)	-372,361.39	-83,148.00	-455,509.39	-83,379.00		231.00
Local Roads	203	Revenues	1,515,511.00	0.00	1,515,511.00			0.00
		Expenditures	1,741,736.05	913,558.00	2,655,294.05	913,558.00		0.00
		Surplus/(Deficit)	-226,225.05	-913,558.00	-1,139,783.05	-913,558.00		0.00
Public Safety	205	Revenues	8,317,196.00	25,315.00	8,342,511.00			25,315.00
		Expenditures	8,995,602.00	47,300.00	9,042,902.00	21,300.00		26,000.00
		Surplus/(Deficit)	-678,406.00	-21,985.00	-700,391.00	-21,300.00		-685.00
Rubbish	226	Revenues	0.00	1,176,145.00	1,176,145.00		1,176,145.00	0.00
		Expenditures	0.00	1,151,772.00	1,151,772.00	0.00	1,151,772.00	0.00
		Surplus/(Deficit)	0.00	24,373.00	24,373.00	0.00	24,373.00	0.00
Capital Improvement	401	Revenues	2,230,000.00	45,000.00	2,275,000.00			45,000.00
		Expenditures	2,148,475.00	400,300.00	2,548,775.00	400,300.00		0.00
		Surplus/(Deficit)	81,525.00	-355,300.00	-273,775.00	-400,300.00		45,000.00
			-3,430,634.44	-1,390,581.00	-4,821,215.44	-1,418,537.00	9,000.00	18,956.00
						102.01%	-0.65%	-1.36%

FY25 Proposed Budget Amendments
November 18, 2025 Council Meeting

GL Account	Fund	Account Description	Original Budget	Budget Amendments	Amended Budget	Notes/Comments
		General Fund Revenue Amendments				
101-000-404.00	General	RUBBISH TAXES	1,167,145	(1,167,145)	-	Move rubbish budget to new fund
101-000-567.00	General	STATE - SBTE PPT REVENUE	0.00	8,200	8,200	Recognize revenue
101-000-568.00	General	STATE - QUAL HEAVY EQU RENTAL PP REVENUE	0.00	110	110	
101-000-613.01	General	PLATTING & REZONING FEE	1,000.00	2,300	3,300	
		Net Revenue Amendment Increase (Decrease)	1,168,145	(1,156,535)	11,610	
		General Fund Expenditure Amendments				
101-528-919.01	General	RUBBISH COLLECTION	729,366	(729,366)	-	Move rubbish budget to new fund
101-528-919.02	General	CHRISTMAS TREE CHIPPING	13,959	(13,959)	-	
101-528-919.04	General	RUBBISH DISPOSAL	242,565	(242,565)	-	
101-528-919.06	General	CURBSIDE CHIPPING	75,882	(75,882)	-	
101-528-919.07	General	STORM DAMAGE - PICKUP AND DISPOSAL	90,000	(90,000)	-	
					-	
101-171-752.00	General	OFFICE SUPPLIES	-	1,500	1,500	Establish departmental office supply budgets
101-191-752.00	General	OFFICE SUPPLIES	-	1,500	1,500	
101-215-752.00	General	OFFICE SUPPLIES	-	1,500	1,500	
101-248-752.00	General	OFFICE SUPPLIES	12,360	(4,000)	8,360	
101-265-752.00	General	OFFICE SUPPLIES	-	1,000	1,000	
101-371-752.00	General	OFFICE SUPPLIES	-	2,500	2,500	
101-441-752.00	General	OFFICE SUPPLIES	-	1,500	1,500	
101-701-752.00	General	OFFICE SUPPLIES	-	500	500	
101-371-752.01	General	PLAN AND PERMIT SCANNING	10,000	(6,000)	4,000	reduce budget
101-441-794.00	General	NON-CAPITAL EQUIPMENT	-	75,000	75,000	Establish equipment budget for DPW
101-441-977.41	General	CAPITAL EQUIPMENT - DPW	-	186,800	186,800	
101-900-977.41	General	CAPITAL EQUIPMENT - DPW	400,000	(261,800)	138,200	
101-441-948.07	General	WORK ORDER MANAGEMENT SOFTWARE	-	14,000	14,000	Reclass work order software budget
101-900-984.02	General	VIALYTICS	14,000	(14,000)	-	
101-728-801.00	General	PROFESSIONAL SERVICES	-	5,000	5,000	DDA/TIFA technical assistance budget

FY25 Proposed Budget Amendments
November 18, 2025 Council Meeting

GL Account	Fund	Account Description	Original Budget	Budget Amendments	Amended Budget	Notes/Comments
101-900-971.02	General	LAND - WENDBROOK	-	31,200	31,200	Property taxes
					-	
					-	
		<i>Net Expenditure Amendment Increase (Decrease)</i>	1,588,132	(1,115,572)	472,560	
		<i>General Fund Changes, Net of Revenues & Expenditures</i>		(40,963)		
		Major Road Fund Revenue Amendments				
202-000-583.00	Major	MATCHING FUND REVENUE - OAKLAND COUNTY	-	30,000	30,000	Oakland Co Access to Transit Grant (Greenfield/Beverly intersection)
					-	
		<i>Net Revenue Amendment Increase (Decrease)</i>	-	30,000	30,000	
		Major Road Fund Expenditure Amendments				
202-449-926.01-25MRD	Major	RESURFACE ASPHALT - PIERCE ROAD	326,856	83,379	410,235	Project carryforwards
202-449-989.25	Major	ROUNDAABOUT GREENFIELD/BEVERLY	7,731	29,769	37,500	traffic study (paid for by OC grant)
		<i>Net Expenditure Amendment Increase (Decrease)</i>	334,587	113,148	447,735	
		<i>Major Road Fund Changes, Net of Revenues & Expenditures</i>		(83,148)		
		Local Road Fund Revenue Amendments				
		<i>Net Revenue Amendment Increase (Decrease)</i>	-	-	-	
		Local Road Fund Expenditure Amendments				
203-449-926.00-26LRD B	Local	ASPHALT RESURFACE/HMA PATCHING	-	897,951	897,951	Project carryforwards
203-449-926.02	Local	RESURFACE ASPHALT - REEDMERE AVE	-	15,607	15,607	
		<i>Net Expenditure Amendment Increase (Decrease)</i>	-	913,558	913,558	
		<i>Local Road Fund Changes, Net of Revenues & Expenditures</i>		(913,558)		
		Public Safety Fund Revenue Amendments				
205-000-543.00	PS	CRIMINAL JUSTICE TRAINING #302	-	5,030	5,030	recognize revenue
205-000-626.33	PS	CHARGES FOR SERVICES - SCHOOL LIAISON	136,167	10,885	147,052	adjustment to annual billing amount

FY25 Proposed Budget Amendments
November 18, 2025 Council Meeting

GL Account	Fund	Account Description	Original Budget	Budget Amendments	Amended Budget	Notes/Comments
205-000-688.50	PS	OTHER REVENUE - OPIOIDS SETTLEMENT	-	9,400	9,400	recognize revenue
					-	
		<i>Net Revenue Amendment Increase (Decrease)</i>	136,167	25,315	161,482	
		Public Safety Fund Expenditure Amendments				
205-345-752.00	PS	OFFICE SUPPLIES	10,712	3,000	13,712	misc budget adustments/carryforwards
205-345-756.00	PS	ENFORCEMENT SUPPLIES	10,712	20,000	30,712	
205-345-794.00	PS	NON-CAPITAL EQUIPMENT	-	51,213	51,213	
205-345-804.50	PS	ACCREDITATION SERVICES	-	7,500	7,500	
205-345-810.09	PS	AUDIT FEES	-	2,500	2,500	
205-345-916.04	PS	TRNG FACILITY - AUBURN HILLS	-	8,000	8,000	
205-345-932.00	PS	VEHICLE REPAIRS & MAINTENANCE	115,000	20,000	135,000	
205-900-975.05	PS	BUILDING, BUILDING IMPROVEMENTS	269,000	(12,000)	257,000	
205-900-980.01	PS	OFFICE EQUIPMENT/FURNITURE	55,000	(5,000)	50,000	
205-900-980.05	PS	EQUIPMENT - PUBLIC SAFETY	599,000	(86,213)	512,787	
205-900-981.00	PS	CAPITAL VEHICLES PURCHASES	107,500	38,300	145,800	
		<i>Net Expenditure Amendment Increase (Decrease)</i>	1,166,924	47,300	1,214,224	
		<i>Public Safety Fund Changes, Net of Revenues & Expenditures</i>		(21,985)		
		Rubbish Collection Fund Revenue Amendments				
226-000-404.00	RUBBISH	RUBBISH TAXES	-	1,167,145	1,167,145	move budget fr GF
226-000-573.00	RUBBISH	LOCAL COMMUNITY STABLIZATION SHARE - PPT	-	4,000	4,000	
226-000-665.00	RUBBISH	INTEREST F/INVESTMENTS	-	5,000	5,000	
		<i>Net Revenue Amendment Increase (Decrease)</i>	-	1,176,145	1,176,145	
		Rubbish Collection Fund Expenditure Amendments				
226-528-919.01	RUBBISH	RUBBISH COLLECTION	-	729,366	729,366	move budget fr GF
226-528-919.02	RUBBISH	CHRISTMAS TREE CHIPPING	-	13,959	13,959	
226-528-919.04	RUBBISH	RUBBISH DISPOSAL	-	242,565	242,565	
226-528-919.06	RUBBISH	CURBSIDE CHIPPING	-	75,882	75,882	
226-528-919.07	RUBBISH	STORM DAMAGE - PICKUP AND DISPOSAL	-	90,000	90,000	

FY25 Proposed Budget Amendments
November 18, 2025 Council Meeting

GL Account	Fund	Account Description	Original Budget	Budget Amendments	Amended Budget	Notes/Comments
		<i>Net Expenditure Amendment Increase (Decrease)</i>	-	1,151,772	1,151,772	
		<i>Rubbish Collection Fund Changes, Net of Revenues & Expenditures</i>		24,373		
		Capital Project Fund Revenue Amendments				
401-000-665.00	CAP	INTEREST F/INVESTMENTS	30,000	45,000	75,000	adjust budget
					-	
		<i>Net Revenue Amendment Increase (Decrease)</i>	30,000	45,000	75,000	
401-900-974.05-23 SW T	CAP	LAND IMPROVEMENTS - SIDEWALKS - TAP	1,496,000	295,400	1,791,400	project carryforwards
401-900-974.06-23 SW S	CAP	LAND IMPROVEMENTS - SIDEWALKS - SRTS	652,475	104,900	757,375	
		<i>Net Expenditure Amendment Increase (Decrease)</i>	2,148,475	400,300	2,548,775	
		<i>Capital Project Fund Changes, Net of Revenues & Expenditures</i>		(355,300)		



Agenda Item Summary

To: Village Council
From: Warren Rothe, Village Manager
Re: ***Business Agenda - 3. Approve Engagement Letter with Rosati, Schultz, Joppich, and Amtsbuechler for Village Attorney Services***
Date: November 18, 2025 - [Click to View Agenda](#)

Summary:

Attached is a proposed Engagement Letter for legal services with Rosati, Schultz, Joppich, and Amtsbuechler (RSJA) for Village Council consideration and approval.

The Village of Beverly Hills issued a Request for Proposal for Village Attorney Services on July 22nd, 2025, with a submission deadline of August 19th, 2025. The Village received thirteen responses to its RFP. The Council Personnel Committee, with the consent of the full Council, identified three law firms to interview, and on November 6, 2025, conducted interviews with the three finalists.

At the conclusion of the interview process, a motion was approved on a 6-1 vote to proceed with Rosati, Schultz, Joppich, and Amtsbuechler as Village Attorney, subject to Council approval of a final agreement. The Village Manager worked with RSLA on the attached Engagement Letter which outlines the terms of the firm's relationship with the Village.

Financial Impact:

For the first year, the Village will pay a monthly retainer of \$5,000, consistent with RSJA's submitted RFP response. At each anniversary the parties may review this compensation structure.

Recommendation:

BE IT RESOLVED, the Village Council of Beverly Hills hereby approves the Engagement Letter for Village Attorney Services with Rosati, Schultz, Joppich, and Amtsbuechler and authorizes the Village Manager to sign the letter.

Attachments:

1. VBH_Engagement Letter - FINAL

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www.rsjalaw.com



ROSATI | SCHULTZ
JOPPICH | AMTSBUECHLER

November 14, 2025

President George and Village Council
Village of Beverly Hills
Attention: Warren Rothe, Village Manager
18500 W. 13 Mile Road
Beverly Hills, MI 48025

RE: Legal Services – Village of Beverly Hills

Dear President George, Council, and Mr. Rothe:

We are pleased that you have selected our firm to represent the Village of Beverly Hills for its legal service needs.

Our representation will commence upon receipt of an executed engagement letter. This signed letter acknowledges your understanding of the details of our representation and confirms the scope of the work as outlined in our Proposal and as required by the Village Charter. It is customary in the legal profession to initiate a relationship between an attorney and client through an engagement letter. This engagement letter will serve as an agreement about the nature and scope of our relationship.

In the interest of assuring that you are fully aware of our fees, we are explaining our fee arrangement for our representation in this engagement below.

Consistent with the Firm's proposal, and at the request of the Village Council, for the first year of the engagement, we will bill the Village a monthly retainer of \$5,000.00. For special projects agreed upon in advance between the Firm and the Village Manager, Tax/Michigan Tax Tribunal work, civil litigation in any court not covered by the MMRMA, and labor/employment work, the Firm will charge an hourly rate of \$190.00. Time is based upon tenths of an hour (six minutes). The minimum charge for any matter is one-tenth of an hour and there are no base minimum charges for activities such as phone calls or e-mails. The Firm appreciates the opportunity to review this on each annual anniversary of the engagement.

The Village will also be billed for costs which are expended by the Firm on its behalf as described in the Firm's proposal. The costs and attorney fees will generally be billed monthly.

Based on the information we have been provided, the Firm believes its representation of the Village of Beverly Hills complies with the Michigan Rules of Professional Conduct ("MRPC"). However, because changes in structure, ownership, employment, etc., may give rise to conflicts of interest, we must be promptly advised of such changes during this engagement. If we determine that a conflict of interest arises during this engagement, the Firm may take appropriate steps to remedy the conflict in accordance with the MRPC.

The Firm will pursue all matters on behalf of the Village conscientiously and without delay, but with regard for the Firm's workload and the nature of the legal system. The Firm will keep you reasonably informed about the status of the matters it handles for the Village and welcomes requests for information. Kristin Bricker Kolb will be the primary attorney from the Firm handling matters for the Village.

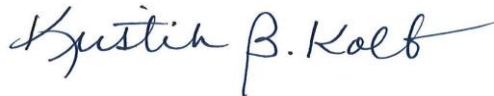
We intend to establish a mutually rewarding and enduring relationship with the Village of Beverly Hills as its legal counsel. Nevertheless, the Village is free to terminate our services at any time by written notice to us. We may also terminate our services to the Village by written notice to it.

Should you have any questions, please do not hesitate to call us. If you agree with the above, please sign the enclosed copy at the bottom. Your return of the letter is the first step in our representation of your interests.

We look forward to serving you.

Very truly yours,

ROSATI SCHULTZ JOPPICH
& AMTSBUECHLER PC



Kristin Bricker Kolb



Steven P. Joppich
Vice President

I acknowledge receipt of a copy of this Agreement for the retention of legal services and agree to the terms and conditions outlined above on behalf of the Village of Beverly Hills.

Dated: _____

Name: _____

Title: _____

Dated: _____

Name: _____

Title: _____



Manager Report

To: President George and Village Council

From: Warren Rothe, Village Manager

Re: November 5, 2025, Manager Report

General Updates

- Construction has begun on the **Public Safety carport project**.
- **Municode** will be updating our Code website soon and recently adopted ordinances will be able to be displayed directly on the Code's homepage.
- Proofing and review of the **2026 Village calendar** continues.
- This week is **the last week of chipping** for the calendar year.
- Village Council approval of a **mass notification software (text messaging)** will be sought at the next Council meeting.
- **Yeo & Yeo**, the Village **auditors completed their field work in a single day** on November 12th and the audit will be completed before the State of Michigan deadline.
- The **Planning Commission** will meet in November to consider **two sign applications**.
- The Village has published an **RFP** for the **Southfield & Beverly Intersection Study**, which is primarily funded through a grant from Oakland County. Proposals are due on November 21st, 2025. Council approval will be sought in December.
- The Village continues to work with **Senator Moss's Office** to receive approval to award the bid for the **Spark Grant**.
- A preconstruction meeting for the **TAP Project** is being scheduled.
- The Village Treasurer has mailed the **special assessment invoices** for the recently completed sidewalk program and has received several payments already.
- The **Planning Commission** will meet on November 18th and consider two sign applications.

- **Safe Routes to School:** 4 of 5 remaining locations have been poured. The final area is on Beechwood and is being held up until DTE relocates a nearby utility pole. Final adjustments and restoration are ongoing. Crosswalk striping is currently underway. Landscaping will be installed on November 1st. **POLE MOVED**
- **Sewer cleaning** on the additional identified areas has been completed; **lining will occur in the coming weeks.**
- **RFPs are being developed** for FY 2026 planned improvements to Beverly Green and Riverside parks.
- Beverly Hills residents **seeking assistance with utility bills** can contact United Way of Southeast Michigan regarding various **assistance programs**. The best way to connect is by calling 2-1-1.
- On Monday November 17th the Village will meet with the **Oakland County Road Commission** and other regional stakeholders to participate in a **meeting on the Environmental Assessment Improvement Project for Southfield Road** that will extend from Mt. Veron Street to 13 Mile.
- Immediately after the preceding meeting, the Village will meet with the RCOC to discuss the **Beverly and Southfield Road Assessment project.**
- Toys for tots
- Village offices will be **closed for Thanksgiving and the day after.** Trash pickup will not be affected.
- A **kickoff meeting for the Erity Dam project** was held on November 4th to go over project timeline and grant reporting expectations.
- **HRC and the Village met with the Safe Routes to School MDOT staff** to go over what the next steps are for administering the grant funds that are paid directly to the schools in the Village who benefited from the project.
- For an inside look at spending on major projects for this fiscal year, please see the table below.

Project	FY 2026 Budget	FY 26 YTD Spending
Safe Routes to School	\$ 652,475.00	\$ 445,390.16
TAP Grant Sidewalks	\$ 1,496,000.00	\$ 27,673.41
Sidewalk Cutting - Precision Concrete	\$ 358,800.00	\$ 359,023.00
Sidewalk Slab Program	\$ 100,000.00	\$ 42,867.04
DPW & Building Official Vehicles	\$ 115,000.00	\$ 114,436.98
Code Enforcement Vehicle	\$ 57,500.00	\$ 47,768.31

SHOP SMALL NOVEMBER 2026

Happy November! The holidays are quickly approaching and with them comes holiday shopping. Most people are familiar with Black Friday and the big discounts offered at big box

stores; however, not everyone is familiar with Shop Small Saturday. Sometimes referred to as Small Business Saturday, this annual component of the holiday shopping season was started in 2010 by American Express as a way to encourage shoppers to support their small, local businesses.

Our small but mighty Beverly Hills business district is the perfect place to Shop Small! Start with a caffeine fix to fuel your shopping adventure at The Bev – the newest Beverly Hills business – or Vo's Coffee. Have a long grocery list – Market Fresh is the place to go, and Penzeys Spices has the perfect spices and seasonings to make whatever meal you're cooking taste delicious! Need a long-last chew toy or puzzle game to keep your puppy occupied while you cook dinner? Premier Pet Supplies has you covered. If you're looking to burn-off some energy, visit Paddle & Par for a high-energy pickleball match, or join a group class at Club Pilates.

Need another reason to support our local businesses? Oakland County is holding their month-long Local Gem contest and participation couldn't be easier! Snap a selfie at your favorite small business (a local gem!) and [upload it here](#) to be entered to win up to \$1,000.