



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

---

## VILLAGE COUNCIL MEETING

TUESDAY, MARCH 3, 2026 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 January 15, 2026, Parks & Council Minutes
  - 2. Approve January 28, 2026, Planning & Council Minutes
  - 3. Approve January 31, 2026, Council Minutes
  - 4. Approve February 3, 2026, Council Minutes
  - 5. Review and File Bills recapped as of March 2, 2026.
  - 6. Receive Planning Commission 2025 Annual Report and 2026 Work Plan
  - 7. Review and consider a request to waive pavilion rental fee for the annual 6th SOS 5k Event
  - 8. Review and consider a request to waive the pavilion rental fee for the annual ITP-Pump it up for Platelet Walk
  - 9. Review and consider a request to waive the pavilion rental fee for the Berkshire Proud Dad Club's Chili Cook-off
  - 10. Review and consider a request to waive the pavilion rental fee for the Beverly Hills Little League Opening Day Celebration
  - 11. Approve Resolution Decertifying Streets
  - 12. Approve Changes to Village's Schedule of Fees - General Office & Water/Sewer Services
- G. **Business Agenda**

1. Public Hearing and Confirmation of Southfield Road Business Assessment District
2. Public Hearing and Resolution concerning a Community Development Block Grant Application for a Master Plan & Zoning Ordinance Rewrite
3. Review and consider Smith Group Wendbrook Park Master Plan Proposal
4. Set Date for Fiscal Year 2027 Budget Study Session

**H. Public Comments**

**I. Manager’s Report**


1. March 3, 2026 Manager Report
2. February 2026 Public Safety Report

**J. Council Comments**

**K. Adjournment**

All interested persons may attend and participate in person or virtually at:  
<https://us02web.zoom.us/j/86055610837>  
**Meeting ID:** 860 5561 0837 • **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.*

<p><b>Access Council Meeting Materials:</b>  <a href="https://beverlyhillsmi.portal.civicclerk.com/">https://beverlyhillsmi.portal.civicclerk.com/</a>  <i>Click here to view the current and previous Council agendas, packets, and minutes.</i></p>	<p><b>Scan for Quick Access:</b>  <i>Scan with your mobile device to view current and past meeting materials.</i></p>	
---	---	---

DRAFT JOINT COUNCIL AND PARKS & RECREATION BOARD MEETING MINUTES-  
JANUARY 15, 2026-

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

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

Absent: Kecskemeti,

Also Present: Village Manager, Rothe  
Village Clerk, Brown

Chairperson Goodrich called the regular Parks & Recreation meeting to order at 7:02 p.m. at the Beverly Park Pavilion located at 18801 Beverly Road, Beverly Hills, MI 48025.

**AMENDMENTS TO THE AGENDA/ APPROVE AGENDA**

Motion by Hausman, second by Ross, to add Mobile Recreation Units for the Memorial Day Carnival to the Business Agenda and to approve the agenda as amended.

Motion passed.

**PUBLIC COMMENTS**

Tom Maxwell, Lauderdale, requested an update on the Beverly Green improvements and Beverly Park playground equipment, clarification on the reporting structure and funding source of the proposed Parks & Recreation Coordinator position. Maxwell also commented that the Parks & Recreation Board meetings should be recorded or broadcast to improve transparency for residents.

**APPROVE MINUTES OF A REGULAR PARKS & RECREATION BOARD MEETING HELD NOVEMBER 20, 2025**

Motion by Ruprich, second by Borgon, to move the Board Comment “*and inquired whether the Village can get bonds for park projects*” from under Hausman to Bresnahan and to approve the minutes of the regular Parks & Recreation Board meeting held November 20, 2025 as amended.

Motion passed.

**MOBILE RECREATION UNITS FOR THE MEMORIAL DAY CARNIVAL**

The Board reviewed Oakland County’s rental mobile unit options for the Memorial Day Carnival. The Board decided to move forward with a climbing wall and two mobile units consisting of inflatable bouncer, slide and obstacle course.

**PHASES FOR WENDBROOK**

Parks & Recreation Board, Village Council and Rothe discussed initial planning steps for Wendbrook Park including project phasing, professional consulting support, community engagement, safety considerations, and integration into the Village’s Five-Year Parks Plan to ensure future grant eligibility.

### **UPDATE 5-YEAR PLAN**

The Board discussed updating the Five Year Plan to include Wendbrook Park and the benefits of hiring professional consultants. Ross will contact SmithGroup, a firm that the Board has successfully worked with in the past.

### **PARKS & RECREATION COORDINATOR**

Bayless gave an overview of the potential creation of a position, Parks & Recreation Coordinator, to support growing park operations, projects, and programming. The Board, Rothe and Council discussed operational factors such as long-term funding for the position, full time vs part time, and work load and responsibilities.

### **REVIEW & UPDATE PARKS GOALS**

The Board reviewed progress on 2025 goals and discussed updates for 2026. The Board, Rothe and Council discussed a lantern walk, chalk fest, yoga in the park, facility updates, increasing community engagement through public input and improving communication and marketing.

### **PLAYGROUND INSTALL UPDATE**

Rothe gave an overview of the delayed Beverly Park playground project. The Board, Council and Rothe discussed timelines, costs, grant requirements and the Village's options moving forward. The Board supported moving forward with rebidding the installation.

### **PUBLIC COMMENTS**

Dale Young, Riverside, expressed concern about Riverside Park spending until the lily pad and dam issues are fixed and the Village-owned boarded up house. Young cited that the boarded-up house is a poor gateway to the community and urged more urgency and a clear plan to address the property.

David Tobaben, Orchard Way Court, noted strong event attendance at the ballpark and urged prioritizing ballpark and playground improvements.

### **ADMINISTRATION COMMENTS**

Brown informed the Board that residents can rent the pavilion starting on Wednesday, February 3<sup>rd</sup> and she will be out for the February Parks & Recreation Board meeting.

### **COUNCIL COMMENTS**

O'Gorman inquired about the playground equipment at Beverly Park and expressed appreciation to the Board and welcomed new Board members. O'Gorman stated that Wendbrook is a long-term project similar to Beverly Park's gradual development and the house at Wendbrook is an asset to the residents.

Hrydziuszko expressed appreciation for the Parks & Recreation Board and shared enthusiasm for future programming and making this the year the Beverly Park playground project is completed.

George noted that the Village remains a top destination for families and thanked the Board for their continued hard work and programming. George expressed excitement for future Wendbrook Park development planning, and continued planning for projects like the ballfields at Beverly Park.

DRAFT JOINT COUNCIL AND PARKS & RECREATION BOARD MEETING MINUTES-  
JANUARY 15, 2026-

Drummond thanked the Board for their time, effort and volunteer work supporting events throughout the year and expressed appreciation for the Board's positive impact on the community.

Abboud wished everyone a Happy New Year and thanked the Board for their service and continued progress. Abboud commented on speaking to the Cable Board on the Boards behalf.

Mercer thanked the Board for their exceptional time, effort, and dedication. Mercer expressed appreciation for the Boards' long-standing commitment and passion for serving the community.

**BOARD COMMENTS**

Ruprich expressed appreciation for the Council's support regarding the playground project and for supporting the community's hopes and wishes.

Bayless thanked Council and Village Manager for their support and engagement. Bayless emphasized the importance of community outreach and recommended developing a strategic plan to improve communication and resident participation.

Hausman thanked Council and Warren for their support in advancing the playground project and expressed excitement for its completion. Hausman informed everyone that the QR codes for the Wayne State Sculpture Project portals is in the process of being corrected and submissions for Sculptures in the Parks are due on February 15<sup>th</sup>.

Bresnahan thanked the Council for their continued support and expressed enthusiasm for future projects.

Borgon thanked Council for their support. Borgon stated on her reappointment application, in 2023 to the Parks & Recreation Board, that she wanted to see the Beverly Park playground completed and with her appointment up in June, the timeline is becoming tight.

Kreit introduced herself and shared her background and thanked the Board for their support.

O'Gorman asked did Birmingham own the LED screen they use for their movie events and would it be feasible to purchase a LED screen with a neighboring community or get a grant from BACB.

Ross thanked Council and the Board members for their participation. Ross noted that it had been a great year and expressed looking forward to another year of positive work.

Goodrich thanked the attendees and noted that this was his 10<sup>th</sup> joint meeting with Council. Goodrich noted some items the Board will address this year including communication/marketing strategies, pavilion fees, and solar installation at the park. Goodrich discussed the possibility of having the Winter Family Fun Day pop up on Saturday or Sunday.

**ADJOURNMENT**

Present: Chairperson Westerlund, Secretary Copeland, Members: Harper, Trust and Ross

Absent: Vice-Chairperson Dillard-Russaw, Members: Campbell, Lucas and Erickson

Also Present: Planning and Economic Development Director, Stec  
Planning Consultant, Borden  
Village Manager, Rothe  
Councilmember, Abboud  
Councilmember, Hrydziusko  
Councilmember, O’Gorman  
Councilmember, Kecskemeti  
Recording Secretary, Williams

**ROLL CALL/CALL TO ORDER**

Chairperson Westerlund called the regular Planning Commission meeting to order at 7:03 p.m. in the Village Council Chambers located at 18500 W. Thirteen Mile Road, Beverly Hills, MI 48025.

Motion by Harper second by Trust, to excuse Dillard-Russaw, Campbell, and Lucas, as they provided notice of their absence.

**APPROVAL OF AGENDA**

Motion by Ross, second by Trust, to approve the agenda as published.

Motion passed.

**APPROVAL OF MINUTES**

Westerlund made comments regarding the minutes that were drafted for the November 11, 2025, Planning Commission meeting.

Revisions to the description of the sign permit request for Dollface to remove references to monument sign modifications and clarify that the action was approval of a proposed wall sign, not a recommendation.

Correction of case designation error on page two.

Clarification of architectural terminology, replacing references to “textured brick face” and “soldier course brick” with “split face block” or “texture block” as applicable.

Motion by Trust, second by Harper, to approve the minutes of November 19, 2025, Planning Commission meeting minutes with the noted revisions and amendments.

Motion passed.

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

None

**NEW BUSINESS**

THESE DRAFT MINUTES ARE NOT OFFICIAL AND HAVE NOT BEEN APPROVED.

- A. PC CASE: 26-01-01 Sign Permit  
LOCATION: 18200 W. 13 Mile Rd  
PARCEL ID: TH-24-02-480-005  
ZONING: O-1 Office District and Village Center Overlay District  
PETITIONER: Darius Parks, Harmony Village  
OWNER: 3S Group  
REQUEST: Seeking approval for a face change to the existing monument sign.

Stec presented a request for a sign-face change to an existing monument sign at 18200 W. 13 Mile Road due to a change in ownership and rebranding to Harmony Village. No structural changes or illumination were proposed. Stec noted the sign complies with size standards and that the Planning Commission has discretion to allow the proposed color scheme.

Darius Parks, Administrator for Harmony Village, addressed the commission and explained that the signage update was intended to reflect consistent branding following the company’s acquisition by Certis. He confirmed that the sign would not be illuminated and that only the vinyl face would be replaced.

The Commission’s discussion focused on clarification of application details, including confirmation that the sign would not be internally illuminated, and whether the color scheme constituted more than three colors under the ordinance. Commissioners noted that there was minimal visual impact of the additional logo colors.

Motion by Ross, second by Trust, to approve the sign permit application for PC Case 26-01-01 Harmony Village, located at 18200 W. 13 Mile Road, for a face change to the existing monument sign. Allowing the color scheme as proposed and that the sign will not be illuminated as per the proposed proposal.

Motion passed.

- B. PC CASE: 26-01-02 Special Land Use & Site Plan Approval #1  
LOCATION: 22305 W. 13 Mile Rd- SW corner of 13 Mile and Lahser  
PARCEL ID: TH-24-09-226-006  
ZONING: R-1, Single Family  
PETITIONER: Rich Houdek, Grissim Metz Andriese Associates  
OWNER: Detroit Country Day School  
REQUEST: Seeking a favorable recommendation for Special Land Use and Site Plan Approval for proposed improvements to their Athletic Complex.

Stec presented a request for special land use and site plan approval for Phase 1 improvement to the Detroit Country Day School athletic complex, limited to the football field and track area. Phase 2, addressing traffic circulation at the front of the school, will be reviewed at a later date.

Rich Houdek, architect for the project, outlined the proposed improvements which include replacement of the track and synthetic turf field, new LED field lighting, relocation and enlargement of the scoreboard to the east end of the field to improve sightlines and reduce sound

and light impacts, new bleachers with ADA access, ADA upgrades to the concession and locker facilities, pedestrian walkway and plaza improvements, new pavilion shade structures, an alumni gathering area, landscaping enhancements, and underground stormwater detention. Fire lane access and clearances will be maintained.

Borden reviewed the request, noting the R-1 zoning requires special land use approval, with the Planning Commission making a recommendation to Village Council. The project generally meets special land use standards, subject to conditions.

Borden explained that the key issues include minimizing tree removal for the relocated scoreboard, potential lighting and noise impacts on nearby residences related to the scoreboard, and compliance with final engineering requirements. Photometric and sound impact images were submitted for review in response to the review letter. Certain lighting elements exceed ordinance standards and may require Commission discretion. The Commission should discuss whether the decorative elements (i.e. school logos) are contrary to the sign ordinance standards and will require a variance. The scoreboard will require ZBA variances under the sign ordinance.

The commission confirmed separate recommendations for special land use and site plan approval.

Westerlund opened the public hearing was opened at 8:05 p.m.

Stec stated that she was sent one comment from a resident asking for clarification on the sound system. Stec informed the resident that this information has been requested from that applicant, and staff is anticipating the need to go to the ZBA for approval. Stec stated the resident did not specify whether they were in favor of the request or not.

Westerlund closed the public hearing at 8:07 p.m.

The Commission reviewed the proposed athletic complex improvements, with discussion focused on potential noise and lighting impacts from the proposed scoreboard, including speaker direction, sound reflection, frequency of use, and proximity to nearby residences. Additional concerns included scoreboard height and visibility from 13 Mile Road, roadway and site elevations, and potential tree removal.

Field and pathway lighting were generally found to be compliant. Commercial advertising on the scoreboard was confirmed to be removed. Questions were raised regarding whether proposed logos and banners constitute signage under the ordinance.

Motioned by Trust, second by Harper, to table until a future meeting in order for the applicant to provide the following:

1. Elevations of 13 Mile and Lahser Roads
2. Detailed sound study that identifies both existing speakers and proposed speakers, and the sound that reverberates on the campus, as well as outside the confines of the campus
3. Total amount of trees to be removed to accommodate the scoreboard

Motion Passed

### **C. JOINT MEETING WITH VILLAGE COUNCIL**

The Planning Commission convened a joint meeting with the Village Council at 8:47 p.m. Stec presented the 2025 Annual Report noting that 10 meetings were held, three commissioner changes, actions on site plans, special land uses, fence and sign permits, one re-zoning for a new park, and updates to fences, generators and the animal ordinance.

Stec announced that looking ahead, the Commission plans a master plan update, zoning ordinance overhaul, and development of standards for trailers, garages, dumpsters, and temporary storage, with short-term rentals currently prohibited under zoning.

Stec described the progress on Redevelopment Ready Communities (RRC) including pre-application meetings, site plan approvals, and internal review processes. The remaining items are tied to the Master Plan and Zoning which will be addressed with the updates. The goal is to meet “Certified” or “Aligned” standards.

Motion by Harper, second by Trust, to accept the 2025 Planning Commission Annual Report, and forward it to Village Council.

Stec explained that the Master Plan will address housing variety, sustainability and stormwater management, transition zones at key intersections, demographics, land use, complete streets, and potentially a woodland ordinance.

Rothe, Village Manager, emphasized that the upcoming Master Plan update will be intentionally paired with a comprehensive Zoning Ordinance rewrite. The Master Plan will establish community goals, followed by zoning updates to implement those goals through enforceable regulations. One consultant is expected to be selected to assist with both efforts with the Master Plan anticipated in 2026 and the Zoning Ordinance in 2027, though some zoning updates may occur concurrently. Minor zoning amendments may be addressed sooner, while broader policy areas such as sustainability and stormwater regulations will be addressed during the zoning ordinance phase.

### **PUBLIC COMMENTS**

None

### **LIAISON COMMENTS**

None

### **STAFF COMMENTS**

Stec reported that an updated and more comprehensive survey related to the intersection study has been developed in coordination with the project engineers. The survey is expected to be released by the end of the week and will be distributed to gather public feedback on the intersection. The survey will be administered via SurveyMonkey and will track IP addresses to ensure more reliable results.

### **COMMISSIONER COMMENTS**

THESE DRAFT MINUTES ARE NOT OFFICIAL AND HAVE NOT BEEN APPROVED.

Harper complemented the new sidewalks throughout the village. She suggested enforcement action from the Village or incentives for homeowners to clear their sidewalks so they are safe to walk on during the winter months.

**CORRESPONDENCE**

None

**ADJOURNMENT**

Motion by Harper, second by Ross, to adjourn the meeting at 9:47 p.m.

Motion passed.

**Patrick Westerlund**  
**Chairperson**

**Carissa Brown**  
**Village Clerk**

**Lydia Williams**  
**Recording Secretary**

Present: President George, Members: Abboud (*left at 9:14 am*), Hrydziuszko, Mercer and O’Gorman (*arrived at 9:20 am*)

Absent: President Pro Tem Drummond and Kecskemeti

Also Present: Village Manager, Rothe  
Village Treasurer, Linkswiler  
Village Clerk, Brown  
Planning & Economic Development Director, Stec  
Building Official, Townsend  
Public Services Director, Johnston  
Public Safety Director, Arnold  
Finance Director, Kutey  
Assistant to the Village Manager/Office Manager, Landis

**CALL TO ORDER/ ROLL CALL**

President George called the Village Council Strategy Session to order at 9:02 a.m. in the Village Council Chambers located at 18500 W. Thirteen Mile Road, Beverly Hills, MI 48025. Brown called the roll.

**AMENDMENTS TO AGENDA/APPROVE AGENDA**

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

Motion passed unanimously

**PUBLIC COMMENTS**

Bill Eisenman, Valley Ridge Drive, raised concerns about sidewalk safety, invasive species regulations, rising deer populations, and basement flooding.

Abboud outlined his long-term vision for Beverly Hills which includes maintaining a balanced budget, planning ahead for infrastructure repairs, ensuring strong Public Safety services, complying with housing laws while preserving neighborhoods, supporting seniors, encouraging a healthy business district, and promoting transparency.

Abboud left the meeting at 9:14 a.m.

A recess was called at 9:15 a.m.

O’Gorman arrived at 9:20 a.m.

The meeting recommenced at 9:22 a.m.

**STUDY SESSION**

**DEPARTMET OF PUBLIC SAFETY**

Director Arnold outlined key Public Safety priorities for 2026, which include replacing the aging ladder truck, replacing outdated AED units, reinstating a bike patrol program for community

THESE DRAFT MINUTES HAVE NOT BEEN APPROVED BY COUNCIL.

engagement, and pursuing state police accreditation to strengthen policies and reduce liability. Rothe stated that they are preparing for upcoming command union contract negotiations. Arnold and Council discussed mutual aid with neighboring communities.

### **FINANCE/TREASURER**

Kutey stated that the Village acquired a new multi-year forecasting tool to improve millage structure planning, capital planning and long-term fiscal sustainability. Kutey discussed reducing legacy pension and retiree healthcare costs and exploring future millage reallocation options. Administration and Council discussed modernizing its financial systems by upgrading software and payment processing and exploring new rate structures to help maintain reserves and fund future infrastructure needs while improving financial sustainability.

### **BUILDING, ZONING & ECONOMIC DEVELOPMENT**

Stec gave an overview of the Village's major initiatives for the year, including reactivating the DDA, updating the master plan and zoning ordinance, addressing sustainability and stormwater and strengthening rental and business licensing requirements. Townsend mentioned improving Building Department processes and inspection systems when the Village switches over to the cloud.

### **CLERK AND PARKS**

Administration outlined key administrative priorities, including a major website overhaul to improve usability, mobile access, and online services, along with expanded communication tools like TextMyGov and potential social media updates. Administration will also work on clarifying and strengthening board and commission processes. Administration gave an update on launching online pavilion rentals, pursuing possible federal funding for Beverly Green, planning phased improvements at Beverly Park, DNR grants, and replacing fencing in the next fiscal year.

### **DEPARTMENT OF PUBLIC SERVICES**

Johnston gave an update on infrastructure and park projects underway or planned for the coming year. Johnston stated that sidewalk construction is slated to begin in March. Johnston said that the lead service line replacements are ongoing, with six completed and more planned, while a 13 Mile Road project and other concrete and water main improvements are expected in 2027. Johnston and gave parks updates include progress on the Beverly Park playscape, Riverside Park landscaping, tree management, and seasonal maintenance hiring. Johnston stated that they are beginning planning and budgeting for a new DPW building and purchasing new equipment to improve in-house efficiency and reduce contractor costs.

### **OTHER INITIATIVES: DEER MANAGEMENT & COUNCIL IDEAS**

Rothe gave an overview of the Southeast Michigan Deer Management Coalition and neighboring communities deer management efforts. Rothe outlined a phased strategy that starts with data collection and problem assessment, followed by policy discussions and consultation with the Michigan Department of Natural Resources (DNR), and potentially implementing management strategies such as a regulated cull. Council members expressed support for inviting the DNR to present rules, options, and expert guidance and the need for public input.

Hrydziuszko discussed concerns about residents being told to make property changes without clear citation of written ordinances and requested a formal process requiring code enforcement to

reference specific code sections and provide regular updates on ordinance gaps. Hrydziuszko also asked for clarifying rules on golf carts and e-bikes, updating invasive species regulations, and improving resident awareness of online tools like BS&A for accessing property records.

Mercer expressed support for expanding the Village’s use of technology, particularly cloud-based systems. Mercer noted that cloud services improve security, reduce the need for in-house server maintenance, and shift responsibility for updates and protection to the provider and it is more efficient and cost-effective than maintaining and replacing local server equipment.

O’Gorman emphasized the importance of improving communication by meeting residents where they are, particularly through digital platforms like texting and other mobile-friendly tools and encouraged supplementing official methods with additional digital outreach so residents can receive information in multiple ways. O’Gorman thanked Administration, noting significant positive progress and increased impact in the community over the past five years.

George suggested restructuring future joint planning meetings, so they are more focused and dedicated specifically to shared priorities rather than added onto regular meetings. George would also like maximum lot coverage revisited, and improving consistency and communication with residents on code enforcement . George praised ongoing infrastructure projects, downtown improvements, and proactive water and sewer work, emphasizing education, best practices, and addressing issues before they escalate.

#### **PUBLIC COMMENTS**

Karen Gilbert, Amherst, requested more transparency in code enforcement, suggesting that reports on violations and ticketing be made public to show consistent enforcement. Gilbert also noted that the Village’s Code of Conduct for public officials is outdated and hard to access, recommending an updated, published version and inclusion in board application materials.

#### **ADJOURNMENT**

Motion by Hrydziuszko, second by Mercer, to adjourn the meeting at 12:41 p.m.

Motion passed.

**John George**  
**Village President**

**Carissa Brown**  
**Village Clerk**

Present: President George, Members: Abboud, Hrydziuszko, Kecskemeti, Mercer and O’Gorman (arrived at 7:01 p.m.)

Absent: President Pro Tem Drummond

Also Present: Village Manager, Rothe  
Village Attorney, Kolb  
Village Clerk, Brown  
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.

O’Gorman arrived at 7:01 p.m.

**AMENDMENTS TO AGENDA/APPROVE AGENDA**

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

Motion passed unanimously

**SWEARING IN OF NEW PUBLIC SAFETY OFFICER**

Arnold introduced new Public Safety Officer Nicholas Pointer. Brown administered the oath of office to new PSO Pointer.

**COMMUNITY ANNOUNCEMENT**

None.

**PUBLIC COMMENTS**

None.

**CONSENT AGENDA**

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

1. Approve January 20, 2026 Council Minutes
2. Review and File Bills recapped as of February 2nd, 2026
3. Approve Interlocal Agreement with Oakland County for P25 Simulcast System

Roll Call:

Motion passed (6-0)

**PUBLIC COMMENTS**

None.

**MANAGER’S REPORT**

Rothe went over the Manager’s report as provided in the regular Village Council meeting packet.

**COUNCIL COMMENTS**

Kecskemeti apologized for missing the Saturday meeting due to an unexpected conflict.

Hrydziusko inquired about excusing Drummond from tonight’s meeting.

Motion by Hrydziusko, second by Kecskemeti, to excuse President Pro Tem Drummond from tonight’s meeting.

Motion passed

Abboud reported that there is an upcoming executive meeting in February, the Elected Officials Academy promotion outreach meeting is scheduled for tomorrow at noon, and the Cable Board will meet in March. Abboud also noted that plans are moving forward with NEXT to relocate into their new building by 2027, with an architect already approved to begin creating plans.

George reported that Saturday’s meeting was productive, with many projects planned for the year, including road work, water and sewer improvements, park projects, and long-term public safety planning. George expressed optimism about the direction the community is heading and emphasized the importance of creating a long-term roadmap to guide future councils. George also encouraged residents to stay informed and vigilant about election-related discussions.

**ADJOURNMENT**

Motion by Abboud, second by Hrydziusko, to adjourn the meeting at 7:15 p.m.

Motion passed.

**John George**  
**Village President**

**Carissa Brown**  
**Village Clerk**

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank COM COMERICA					
02/09/2026	COM	91596	58872	ADVANCED LIGHTING & SOUND	2,656.86
02/09/2026	COM	91597	60217	AMAZON CAPITAL SERVICES	188.80
02/09/2026	COM	91598	59125	APPRIVER, LLC	609.00
02/09/2026	COM	91599	02000	BADGER METER INC	618.46
02/09/2026	COM	91600	61348	BANDIT INDUSTRIES, INC.	233.66
02/09/2026	COM	91601	51409	BEVERLY HILLS ACE	223.98
02/09/2026	COM	91602	50489	BOB ADAMS TOWING	345.00
02/09/2026	COM	91603	50822	BS&A SOFTWARE	2,636.00
02/09/2026	COM	91604	60614	CINDI DINKINS	1,050.00
02/09/2026	COM	91605	59347	CINTAS CORPORATION #31	1,033.88
02/09/2026	COM	91606	61141	COMCAST	89.95
02/09/2026	COM	91607	58648	CTS-COMPANIES	488.20
02/09/2026	COM	91608	61192	DARLEEN RINGE	132.20
02/09/2026	COM	91609	61160	DEER SOLUTIONS OF OAKLAND COUNTY	95.00
02/09/2026	COM	91610	52025	DETROIT SALT COMPANY	5,695.96
02/09/2026	COM	91611	58748	DEWOLF & ASSOCIATES	1,690.00
02/09/2026	COM	91612	60053	DINGES FIRE COMPANY	702.50
02/09/2026	COM	91613	60372	EAGLE LANDSCAPING & SUPPLY	5,276.51
02/09/2026	COM	91614	60017	EASTERN MICHIGAN UNIVERSITY	3,500.00
02/09/2026	COM	91615	60189	EGLI	3,000.00
02/09/2026	COM	91616	30685	ERIC KOENIG	1,050.00
02/09/2026	COM	91617	61140	GOJCAJ LEGAL GROUP, PLLC	770.00
02/09/2026	COM	91618	60206	GREAT LAKES WATER AUTHORITY	1,093.36
02/09/2026	COM	91619	61069	HERC RENTALS INC.	10,636.50
02/09/2026	COM	91620	32578	HOWARD SHOCK	1,050.00
02/09/2026	COM	91621	59020	IDENTISYS	820.00
02/09/2026	COM	91622	39070	J.H. HART URBAN FORESTRY	8,551.79
02/09/2026	COM	91623	30521	JOHN MILLIRON	1,050.00
02/09/2026	COM	91624	61006	JOSEPH ORLANDO	4,380.00
02/09/2026	COM	91625	60497	KONE	297.45
02/09/2026	COM	91626	53316	LANG'S ON-SITE SERVICES	648.00
02/09/2026	COM	91627	31794	MICHAEL MILES	1,050.00
02/09/2026	COM	91628	52030	MICHIGAN GRAPHICS & AWARDS	320.00
02/09/2026	COM	91629	11800	MICHIGAN MUNICIPAL EXECUTIVES	700.00
02/09/2026	COM	91630	51620	MICHIGAN MUNICIPAL RISK	52,274.00
02/09/2026	COM	91631	51108	MMTA	99.00
02/09/2026	COM	91632	58903	MUNIWEB - INGSTRON	1,255.50
02/09/2026	COM	91633	61354	NATIONAL LADDER	272.57
02/09/2026	COM	91634	51182	NELSON BROTHERS SEWER &	1,360.00
02/09/2026	COM	91635	51799	NYE UNIFORM EAST	4,606.80
02/09/2026	COM	91636	50830	OAKLAND COUNTY TREASURER'S	6,348.19
02/09/2026	COM	91637	16500	S.O.C.R.R.A	40,638.00
02/09/2026	COM	91638	16600	S.O.C.W.A.	58,637.38
02/09/2026	COM	91639	61008	SCOTT GLOWINSKI	5,400.00
02/09/2026	COM	91640	61355	SHULTS EQUIPMENT LLC	1,495.50
02/09/2026	COM	91641	61128	TERMINIX EHRlich	56.18
02/09/2026	COM	91642	31043	THOMAS J RYAN PC.	9,437.50
02/09/2026	COM	91643	50443	THORNTON & GROOMS	297.50
02/09/2026	COM	91644	MISC	THORNTON & GROOMS, INC	11,500.00
02/09/2026	COM	91645	61227	WARREN ROTHE	355.25
02/09/2026	COM	91646	20900	ZIP ETC INC	255.00

COM TOTALS:

Total of 51 Checks:	256,971.43
Less 0 Void Checks:	0.00
Total of 51 Disbursements:	256,971.43

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
02/09/2026	CD	S	133400	SUMMARY CD 02/09/2026	
101-000-001.01			COMERICA DEPOSITORY		60,833.24
101-000-202.00			ACCOUNTS PAYABLE	60,833.24	
202-000-001.01			COMERICA DEPOSITORY		7,425.15
202-000-202.00			ACCOUNTS PAYABLE	7,425.15	
203-000-001.01			COMERICA DEPOSITORY		17,519.10
203-000-202.00			ACCOUNTS PAYABLE	17,519.10	
205-000-001.01			COMERICA DEPOSITORY		58,031.14
205-000-202.00			ACCOUNTS PAYABLE	58,031.14	
226-000-001.01			COMERICA DEPOSITORY		40,638.00
226-000-202.00			ACCOUNTS PAYABLE	40,638.00	
592-000-001.01			COMERICA DEPOSITORY		70,499.30
592-000-202.00			ACCOUNTS PAYABLE	70,499.30	
701-000-001.01			COMERICA DEPOSITORY		2,025.50
701-000-202.00			ACCOUNTS PAYABLE	2,025.50	
				<u>256,971.43</u>	<u>256,971.43</u>
				<u>256,971.43</u>	<u>256,971.43</u>

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank COM COMERICA					
02/24/2026	COM	91647	61358	ADMINISTRATION RESOURCES, INC.	50.00
02/24/2026	COM	91648	60217	AMAZON CAPITAL SERVICES	1,738.11
02/24/2026	COM	91649	60217	AMAZON CAPITAL SERVICES	993.89
02/24/2026	COM	91650	53284	APPLIED INNOVATION	293.11
02/24/2026	COM	91651	30920	BELLE TIRE	137.70
02/24/2026	COM	91652	51409	BEVERLY HILLS ACE	595.89
02/24/2026	COM	91653	51409	BEVERLY HILLS ACE	248.11
02/24/2026	COM	91654	51409	BEVERLY HILLS ACE	193.45
02/24/2026	COM	91655	30861	BLUE CARE NETWORK OF MICHIGAN	73,037.89
02/24/2026	COM	91656	52071	BLUE CROSS BLUE SHIELD	37,748.45
02/24/2026	COM	91657	59366	BLUE-WATER SOLUTIONS	5,756.86
02/24/2026	COM	91658	50822	BS&A SOFTWARE	1,425.00
02/24/2026	COM	91659	59347	CINTAS CORPORATION #31	69.40
02/24/2026	COM	91660	30909	CMP DISTRIBUTORS	2,250.00
02/24/2026	COM	91661	61186	COCM	285.00
02/24/2026	COM	91662	61141	COMCAST	198.80
02/24/2026	COM	91663	50826	CONSUMERS ENERGY	4,397.16
02/24/2026	COM	91664	31925	COPS HEALTH TRUST	20,250.70
02/24/2026	COM	91665	61357	DEAN SELLERS FORD	985.90
02/24/2026	COM	91666	52025	DETROIT SALT COMPANY	3,331.35
02/24/2026	COM	91667	61277	ENTERPRISE FM TRUST	13,584.32
02/24/2026	COM	91668	53489	GREAT AMERICA FINANCIAL SVCS.	661.99
02/24/2026	COM	91669	53583	GUARDIAN	10,826.68
02/24/2026	COM	91670	08500	HUBBELL ROTH & CLARK INC	26,603.44
02/24/2026	COM	91671	08500	HUBBELL ROTH & CLARK INC	14,469.15
02/24/2026	COM	91672	59010	HUNT SIGN COMPANY	260.00
02/24/2026	COM	91673	60750	HURON VALLEY GUNS	54.99
02/24/2026	COM	91674	59324	JCR SUPPLY, INC.	592.59
02/24/2026	COM	91675	59582	JOHNSON THERMOL-TEMP INC.	2,527.50
02/24/2026	COM	91676	09300	KELLER THOMA	10,512.50
02/24/2026	COM	91677	59541	LAW ENFORCEMENT SEMINARS, LLC.	445.00
02/24/2026	COM	91678	51792	LEXISNEXIS RISK SOLUTIONS	200.00
02/24/2026	COM	91679	61269	LUNGHAMER FORD OF OWOSSO	49,541.00
02/24/2026	COM	91680	60396	MACNLOW ASSOCIATES	275.00
02/24/2026	COM	91681	60620	MACQUEEN EMERGENCY	1,755.00
02/24/2026	COM	91682	61157	MATTHEW J. PRANGE	1,400.00
02/24/2026	COM	91683	58738	MICHIGAN STATE FIREMEN'S	337.49
02/24/2026	COM	91684	59330	MIKE SAVOIE CHEVROLET	2,116.08
02/24/2026	COM	91685	58903	MUNIWEB - INGSTRON	190.50
02/24/2026	COM	91686	59112	NEXT	798.00
02/24/2026	COM	91687	51799	NYE UNIFORM EAST	445.00
02/24/2026	COM	91688	51799	NYE UNIFORM EAST	1,535.00
02/24/2026	COM	91689	51472	OAKLAND COUNTY MUTUAL AID ASSOC.	4,200.00
02/24/2026	COM	91690	13600	OAKLAND COUNTY TREASURER	3,582.34
02/24/2026	COM	91691	50830	OAKLAND COUNTY TREASURER'S	272,407.77
02/24/2026	COM	91692	60928	POWER DMS, INC.	11,738.45
02/24/2026	COM	91693	58625	RELIANT FIRE APPARATUS OF MI	1,804.69
02/24/2026	COM	91694	16100	ROAD COMMISSION FOR OAKLAND	7,732.00
02/24/2026	COM	91695	59142	ROCK ABBOUD	248.55
02/24/2026	COM	91696	61093	ROSATI, SCHULTZ, JOPPICH P.C.	10,000.00
02/24/2026	COM	91697	16500	S.O.C.R.R.A	36,411.00
02/24/2026	COM	91698	59282	SAFEBUILT INC.	3,177.50
02/24/2026	COM	91699	60926	STAPLES	110.80
02/24/2026	COM	91700	17700	SUNSET MAINTENANCE SERVICE	1,350.00
02/24/2026	COM	91701	61128	TERMINIX EHRlich	76.91
02/24/2026	COM	91702	61103	TROJAN DEVELOPMENT COMPANY, INC.	185,472.59
02/24/2026	COM	91703	61356	VECTOR SOLUTIONS	2,887.50
02/24/2026	COM	91704	61227	WARREN ROTHE	258.97

COM TOTALS:

Total of 58 Checks:	834,577.07
Less 0 Void Checks:	0.00
Total of 58 Disbursements:	834,577.07

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
02/24/2026	CD	S	133582	SUMMARY CD 02/24/2026	
101-000-001.01			COMERICA DEPOSITORY		61,610.66
101-000-202.00			ACCOUNTS PAYABLE	61,610.66	
202-000-001.01			COMERICA DEPOSITORY		20,240.42
202-000-202.00			ACCOUNTS PAYABLE	20,240.42	
203-000-001.01			COMERICA DEPOSITORY		17,942.26
203-000-202.00			ACCOUNTS PAYABLE	17,942.26	
205-000-001.01			COMERICA DEPOSITORY		213,208.82
205-000-202.00			ACCOUNTS PAYABLE	213,208.82	
208-000-001.01			COMERICA DEPOSITORY		1,585.05
208-000-202.00			ACCOUNTS PAYABLE	1,585.05	
226-000-001.01			COMERICA DEPOSITORY		37,899.29
226-000-202.00			ACCOUNTS PAYABLE	37,899.29	
271-000-001.01			COMERICA DEPOSITORY		204.28
271-000-202.00			ACCOUNTS PAYABLE	204.28	
401-000-001.01			COMERICA DEPOSITORY		12,157.32
401-000-202.00			ACCOUNTS PAYABLE	12,157.32	
592-000-001.01			COMERICA DEPOSITORY		469,538.47
592-000-202.00			ACCOUNTS PAYABLE	469,538.47	
701-000-001.01			COMERICA DEPOSITORY		190.50
701-000-202.00			ACCOUNTS PAYABLE	190.50	
				<u>834,577.07</u>	<u>834,577.07</u>
				<u><u>834,577.07</u></u>	<u><u>834,577.07</u></u>



## Agenda Item Summary

To: Village Council  
From: Susie Stec, Planning & Economic Development Director

Re: ***Consent Agenda - 6. Receive Planning Commission 2025 Annual Report and 2026 Work Plan***

Date: March 3, 2026 - [Click to View Agenda](#)

---

### **Summary:**

At the Planning Commission meeting on January 28, 2026, the Commission approved the submission of the 2025 Annual Report and the 2026 Work Plan to the Village Council, in compliance with the Michigan Planning Enabling Act.

### **Recommendation:**

Receive the Planning Commission 2025 Annual Report and 2026 Work Plan

### **Attachments:**

1. PC Annual Report 2025 w attachment



## Planning Commission 2025 Annual Report

Pursuant to the Michigan Planning Enabling Act, Public Act 33 of 2008, village planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body relating to planning and development. This annual report detailing the activities over the past year, including reviews, recommendations, and ordinance updates fulfills this requirement of Public Act 33 of 2008.

### MEMBERS AND MEETINGS

The Planning Commission is a nine-member body comprised of appointed residents of the community at-large. The commission meets on the fourth Wednesday of each month, except where the meeting dates conflict with a holiday. The commission met ten (10) times in 2025 including one joint meeting with the Village Council; 3 meetings were canceled due to lack of quorum and/or action items.

The current Planning Commission membership consists of the following dedicated individuals:

Patrick Westerlund, Chairperson  
Robin Dillard-Russaw, Vice-Chairperson  
Charles Copeland, Secretary  
Ashley Harper  
Jeff Campbell  
Andrew Ross  
Jeff Lucas  
Elizabeth Erickson  
Jared Trust  
*Ryan O’Gorman, Council Liaison*  
*Andrew Drummond, Alternate Council Liaison*

## Membership Changes in 2025

Commissioners Neil Hitz, Elizabeth Koreman and Meagan Tessler resigned from the Planning Commission in 2025. The resulting vacancies were filled by Commissioners Jeff Campbell, Andrew Ross and Elizabeth Erickson.

## SUMMARY OF ACTIONS TAKEN IN 2025

### Fence and Sign Permit Applications

The Planning Commission is charged with the review and approval of sign permit applications, and certain fence permit applications. In total, two (2) fence permit applications were considered. Seven (7) commercial sign applications were considered.

The table below summarizes the action the commission took on these items.

<i>Property Location</i>	<i>Permit Type</i>	<i>Request</i>	<i>Action Taken</i>
16963 Beverly	Fence	6 ft privacy fence	Approved
20055 Elwood	Fence	6 ft privacy fence	Approved
16291 W 14 Mile Rd	Sign	Permanent wall sign	Approved
31215-31243-31255 Southfield Rd	Sign	Permanent wall signage- Premier Pet Supply, Canine Couture, MK Atelier Salon	Approved
31255 Southfield Rd	Sign	Permanent halo-lit wall sign- Club Pilates	Approved
31535 Southfield Rd	Sign	Modify existing monument sign- Paddle and Par	Approved
31221 Southfield	Sign	Permanent wall sign- The Bev	Approved
15590 W 13 Mile Ste B	Sign	Permanent wall sign- Dollface	Approved
31525 Southfield Rd	Sign	Relocate the same signage to be lighting higher on the same front façade- Paddle and Par	Approved

### Site Plan Review & Special Land Use Requests

The Planning Commission reviews and approves site plans and makes recommendations to the Village Council on applications for special land use approval. Requests for special land use approval are required to be accompanied by a complete site plan. After holding a public hearing, reviewing the standards of approval and the proposed site plan, the Planning Commission forwards a recommendation to the Village Council for its deliberation of final of approval or denial of the request. The table below details the site plans and special land use requests reviewed by Planning Commission in 2025.

<b><i>Property Location</i></b>	<b><i>Proposal</i></b>	<b><i>Special Land Use</i></b>	<b><i>PC Recommendation</i></b>	<b><i>Village Council</i></b>
31471 Southfield Rd <i>Beverly Hills Grill</i>	Construct a 1,444SF addition to existing restaurant space	No	Approval	
32605 Bellvine Trail #2652	Construct storage shed	Yes	Passed	Passed
22400 Hillview Ln	Install playground equipment for students in grades 4 & 5	Yes	Passed	Passed
22055 W 14 Mile Rd <i>Northbrook Presbyterian Church</i>	Construct detached garage	Yes	Passed	Passed

### **Lot Splits, Land Divisions, and Rezoning Requests**

The table below details the rezoning requests reviewed by Planning Commission in 2025.

<b><i>Property Location</i></b>	<b><i>Parcel Number</i></b>	<b><i>Request</i></b>	<b><i>PC Recommendation</i></b>	<b><i>Village Council</i></b>
30815 Wendbrook	TH-244-10-126-002; TH-24-10-126-003; TH-24-10-102-015	Rezone all three parcels from R-A, Single Family to P-P, Public Property	Passed	Passed

### **Ordinance Amendments**

The Planning Commission drafts, holds public hearings, and makes recommendations to the Village Council on proposed amendments to Chapter 46, Zoning of the Municipal Code.

In September 2025, the zoning standards for fences, walls, and privacy screens (Section 46-173) were updated. These changes simplify the permit process, encourage high-quality materials, reduce visual impacts, and make the rules clearer for everyone. Fences may now be approved administratively given they meet the following guidelines:

- Fences shall be constructed of durable materials such as brick, stone, treated wood, composite, wrought iron, painted aluminum, or approved metal and shall be finished in neutral earth-tone colors.
- Open-style fences and solid privacy fences up to six (6) feet in height are permitted. Vinyl/PVC fencing is prohibited, except for fences not exceeding four (4) feet in height that are at least thirty-five percent (35%) open, including picket or split-rail styles.

- Chain-link fences shall be black, green, or galvanized, and white fencing shall be limited to open fences four (4) feet or less in height. Razor wire, barbed wire, electric fencing, and fences with sharp or hazardous projections are prohibited.
- All fences shall be located entirely on the property, constructed as freestanding structures, and installed with the finished side facing adjacent properties; where an existing fence or wall is present, a minimum four-inch (4") clearance at the bottom shall be maintained for maintenance access.
- A fence permit shall be required prior to installation or when more than twenty-five percent (25%) of one side of an existing fence is repaired or replaced, and permit approval shall not supersede any applicable homeowners' association rules or deed restrictions.

Updates were also adopted in September 2025 to the generator and HVAC zoning standards in Section 46-170. These standards allow noise-producing mechanical equipment serving a residential unit, such as air conditioners or generators, to be located in rear yards or qualifying side yards, provided the equipment is placed close to the principal building and set back at least five feet from adjacent lot lines. The equipment must not exceed a noise level of 70 dB at the property line, and generator testing or maintenance is limited to weekday daytime hours. Existing mechanical equipment located in side yards may be repaired or replaced in the same location; however, any expansion or relocation must comply with the current standards.

### **Subcommittees Formed in 2025**

In May, Village Council and Planning Commission formed a joint Animal Ordinance subcommittee to research, draft, and provide a recommendation for adoption. The subcommittee met four (4) times over the summer to develop draft ordinance language. Ultimately, the Animal Ordinance Subcommittee recommended updates to Chapter 8 Animals of the general code and did not recommend the inclusion of language in the zoning ordinance related to the keeping of animals.

No other subcommittees were formed.

### **2026 ACTION PLAN**

The primary focus for the next two (2) years will be updating the Master Plan and overhauling the Zoning Ordinance. The Planning Enabling Act requires that a community reviews its Master Plan every five (5) years. The Master Plan was adopted in 2016 and reaffirmed without changes in 2021. Additionally, the adoption of Public Act 153 of 2024, which amended the Planning Enabling Act, now requires that a community's Master Plan promotes a range of housing types, provides an assessment of the housing demand, and recommends strategies and policies for addressing those demands. Additional changes should include a more comprehensive chapter on

stormwater and sustainability, and re-evaluating the redevelopment transition areas at 13 Mile & Lahser, 13 Mile & Evergreen, and 13 Mile & Greenfield.

Additionally, the Planning Commission identified work trailers, large garages, dumpsters, roll-off containers, and temporary storage units as uses requiring new or updated standards. One topic that has been in limbo for a while is Short-Term Rentals (STR). After consulting with the Village Attorney, it appears that it will be unnecessary to draft regulations specifically prohibiting STRs. As previously articulated, the Zoning Ordinance is permissive in nature — it specifies what land uses are permitted and if a land use is not specified in the Zoning Ordinance, it is not permitted. As such, it is the position of Administration that STRs are not permitted to operate in the Village, and we should begin enforcement. Should state legislation move forward, which would allow STR, amendments may be made to the ordinance at that time.

Respectfully submitted,

---

Patrick Westerlund  
Planning Commission Chairperson

Appendix A – Master Plan Implementation Chart

Appendix B – Redevelopment Ready Communities Certification Matrix

# Appendix A

#	Topic	Action	Completion Term	Key Players	Complete Y/N/Partial	Notes/Comments
<b>Zoning Ordinance Actions</b>						
Z1	Zoning Ordinance	Prepare new zoning ordinance: improve organization, modernize language, add graphics, digital navigability, and make more user friendly.	2020	PC, VC	Complete/In Process	Recodified ordinance is available online via Municode. A complete overhaul is needed.
Z2	Residential Development	Refine zoning tools for residential redevelopment	2018	PC	?	
Z2a		Review cluster ordinance and update as needed, potentially incorporating better open space requirements, and/or incorporate it as a PUD	2018	PC	Y	Cluster option was removed and incorporated into PUD option as a Residential PUD
Z2b		Provide lot averaging options to provide variety in lot sizes yet maintain a consistent density	2018	PC	Y?	Note (m) in 22.24 Schedule of Regulations?
Z2c		Adopt PUD regulations to allow greater flexibility for both the Village and developers giving both better opportunities to negotiate. Potentially create 3 PUD options: cluste, smaller housing type, and non-residential.	2018	PC	Y	Covered in PUD ordinance
Z3	Site Plan Review	Streamline application and submittal process	2018	PC,Admin	N	Will be addressed through RRC
Z3a		Evaluate site plan review procedures and allow for some reviews to be administrative	2018	PC,Admin	N	Will be addressed through RRC
Z3b		Consider eliminating the need for Council to refer plans to PC and allowing PC decision on permitted uses	2024	PC,Admin	Y	
Z3c		Incorporate RRC Best Practices for review procedures as appropriate	2018	PC,Admin	In Process	Will be addressed through RRC
Z3d		Add a table that lists what does/does not require SPR	2018	PC	N	Could be included in Section 22.08.290 Site Plan Review, but may be better in a separate document (Development Manual) outside of the ZO so it can be changed as needed
Z3e		Create easy-to-use plan review applications, forms, checklists, and flow charts	2018	PC, Admin	In Process	Development Manuals are being worked on by staff
Z3f		Adopt a procedural policy whereby applicants must go to PC prior to ZBA where it is anticipated they will need plan approval and variances	2018	PC, ZBA	N	Once formalized this process will be included in Development Manual
Z3g	Evaluate Fee Schedule Annually	2018	Admin, VC	Y	Updated Fee Schedule effective 1/1/26	
Z4	Woodland Ordinance	Adopt a woodland ordinance to a) preserve landmark trees, b) require new development to replace or preserve trees, and/or c) establish a permitting process for tree removal.	2018	PC, VC	N	Ordinance drafted in 2020, but never adopted. Discussed at 2025 Joint VC-PC meeting. Direction was to focus elsewhere.
Z5	Zoning Map	Update zoning map to color, GIS-based map	2025	VC	Y	
Z6	Land Use	Evaluate zoning of corridors and transition areas for potential alternative housing types or mixed-use/office opportunities	2020	PC, VC	N	Transition areas are identified in MP, but have they been evaluated for potential alternative housing types or mixed-use/office opportunities? This will be tackled in the MP update.
Z7	Conditional rezoning	Add conditional rezoning procedures to the zoning ordinance. While conditional rezonings are currently allowed by state statute they are not enumerated in the ordinance	2020	PC	Y	
Z8	Rezoning	Add standards to evaluate rezoning requests.	2020	PC	Y	
Z9	Nonconforming	Review nonconforming standards and update as needed	2020	PC	N	Last updates: Ord. 243; 12-17-89 & Ord. 356; 11-28-15
Z13	Non-Motorized	Add regulations for interior site pedestrian connections to public sidewalks	2020	PC	N	
Z11	Parking	Evaluate parking requirements and explore parking maximums	2020	PC	Y	Revised: Ord. 378; 2-16-21 & Ord. 299; 6-7-00 <b>Maximum not included</b>
Z12	Non-Motorized	Add standards and requirements for bike racks for commercial properties	2020	PC	Partial	Included in VCOD only
Z13	Non-Motorized	Add regulations for interior site pedestrian connections to public sidewalks	2020	PC	N	
Z14	Public Hearing	Update all references to public hearing notification to match current MZEA requirements	2020	PC	Y	This was included in the ordinance recodification.
Z15	Variances	Update variance section to better enumerate review standards	2020	PC	?	
Z16	Schedule of Regulations	Review current dimensional standards, particularly the footnotes, and update as needed	2020	PC	N	Foot note (n) associated with min. lot area references front yard open space should be attached to min. lot area
Z17	Access Management	Review current access management standards and update as needed.	2020	PC	N	
Z18	Wireless	Update wireless communications regulations/procedures for consistency with State law.	2020	PC	N	
<b>Policy/Programmatic Actions</b>						

P1	Streets	Consider adoption of flexible street design standards with required construction standards and right-of-way width for public and private streets	2018	Engineering Public Safety		
P2	Village Center	Market the Viillage Center for developers. Use the MEDC RRC program as examples for how to solicit redevelopment along Southfield Road. Continue to work with owners on new plans for their properties	2018	PC, Admin	In Process	Village Staff is currently engaged with MEDC to work toward RRC certification. RRC Best Practices Training complete.
P3	Sidewalks	Establish a sidewalk maintenance plan to fill in gaps.	2018	Engineering	In Process	SRTS & TAP grants in 2025 & 2026
P4	Traffic Calming	Explore traffic calming options where residential neighborhoods abut arterial streets	2035	Engineering	In Process	Beverly-Southfield Rds Traffic Calming Study
P5	CIP	Adopt a Capital Improvements Plan that is reviewed yearly and coordinated between planning and public works.	2020	Public Works	Partial	Done as part of the VC Strategic Session
P6	Sustainability/LID	Adopt a coordinated village-wide sustainability policy.	2035	VC, Engineering		
P6a		Develop a sustainability public education plan to build awareness	2035	VC, Admin		
P6b		Develop a pilot program for native planting bioswales for residential stormwater ditches.	2020	Engineering, Admin		
P6c		Leading by example, incorporate green building strategies and low-impact stormwater design at Village-owned buildings and sites.	2020	Admin, VC		
P6d		Encourage porous pavement and rain gardens/bioswales for commercial parking lots	2020	PC, Engineering	N	
P6e		Work with village engineer to incorporate stormwater best practices.	2020	Engineering	Y	Adopted OC Stormwater Management Practices
P6f		Allow residential driveways to be constructed from permeable pavers.	2020	Engineering		
P7	Nature Preserves	Explore formalized public access to Douglas Evans and Hidden Rivers Nature Preserve	2035	Parks & Rec	In Process	Discussions are being held.
P8	Disaster Plan	Evaluate the need for a disaster preparedness plan	2035	Admin, VC, Public Safety		
<b>Ongoing Actions</b>						
O1	Roads	Coordinate with Road Commission on road improvements	Ongoing	Admin	Y	
O2	Public Safety	Continuously evaluate levels of public safety	Ongoing	Public Safety	Y	
O3	Communication	Continue Village e-newsletter to keep residents informed	Ongoing	Admin	Y	
O4	Communication	Update Village website so it is user-friendly and up-to-date	Ongoing	Admin	Y	
O5	Schools	Continue to keep an open dialogue with school on their campus plans	Ongoing	Admin	Y	
O6	Parks and Rec	Update Parks and Recreation Plan every five years to remain eligible for MDNR grants	Ongoing	Parks & Rec	Y	5 year plan covering 2023 - 2028
O7	Village Coordination	Annually host a joint meeting for ZBA and PC and Parks/Rec Board	Ongoing	ZBA, Parks & Rec, PC	Y	
O8		Per MPEA , submit an annual report to Council	Ongoing	PC	Y	
O9		ZBA to prepare an annual report summarizing the past year's cases to track potential changes to the ordinance	Ongoing	ZBA	Y	

# Appendix B



**redevelopment ready**  
communities®

Redevelopment Ready Communities®

# COMMUNITY SNAPSHOT

JANUARY 2025

---

VILLAGE OF BEVERLY HILLS

## EXECUTIVE SUMMARY

Redevelopment Ready Communities® (RRC) is a voluntary technical assistance initiative offered through the Michigan Economic Development Corporation (MEDC) to empower communities in shaping their future by building a strong foundation of planning, zoning, and economic development best practices. Our toolkit, developed by experts in the public and private sectors, encourages communities to streamline their development practices, with the goal of becoming “redevelopment ready”. Through active engagement of stakeholders and proactively planning, communities can become more attractive for development projects that create places where people want to live, work, and invest.

The basic assessment tool for evaluation are the [RRC Best Practices](#). These six (6) standards address key elements of community and economic development. To provide a direct line of communication with the RRC Community Planner and to relay a community’s RRC standing, the free online project management platform, Trello is used for regular communication. Trello allows communities to upload items as they are completed and organize their RRC workload to fit their capacity. A community must demonstrate full alignment with the RRC Best Practice expectations to receive either RRC Essential or Certified designation. Once reached, Essential or Certified status is valid for five (5) years.

The following Community Snapshot provides an overview of the Baseline Evaluation conducted on the community’s Trello board. It reflects a snapshot in time, and it is recommended to review the community’s Trello board for exact RRC standing.

## EVALUATION MATRIX

The Village of Beverly Hills has chosen to work towards completing RRC Certified designation and will be evaluated on the RRC Essential and Certified expectations. Currently, Beverly Hills is fully aligned with 17% of the Redevelopment Ready Communities® Certified expectations.

### Current RRC Best Practice Standing

1.1	1.2	1.3	1.4	2.1	2.2
2.3 ✓	2.4	2.5	2.6*	3.1	3.2
3.3	3.4	3.5 ✓	3.6 ✓	3.7	3.8
3.9*	4.1	4.2	4.3	4.4	4.5 ✓
4.6 ✓	4.7*	5.1*	5.2*	5.3*	


Currently Aligned with RRC Expectations
Partially Aligned with RRC Expectations
Not Currently Aligned with RRC Expectations
* Certified Pathway Only

✓ Completed and now aligned with RRC Expectations

□ In-Progress or under review by RRC

## COMMUNITY SNAPSHOT

The following table provides a snapshot into the recommendations provided on the community's Trello following the Baseline Evaluation.



 = Annual Expectation

Best Practice 1: <i>Plans and Engagement</i>		
	Essentials Expectations	Certified Expectations
1.1 - Master Plan	<i>Aligned</i>	Annually report on the implementation of the Master Plan. 
1.2 - Downtown or Corridor Plan	<i>Not applicable since the Village does not have an active Downtown Development Authority (DDA) or Corridor Improvement Authority (CIA).</i>	
1.3 - Capital Improvements Plan	Share the Village's annual Capital Improvement Plan that includes six (6) years of planning. 	
1.4 - Public Participation Plan	Prepare a Public Participation Plan.	Annually report the year's public engagement activities to the Village Council. 

Best Practice 2: <i>Zoning</i>		
	Essentials Expectations	Certified Expectations
2.1 - Alignment with Master Plan	<i>Aligned</i>	<i>Aligned</i>
2.2 - Accessibility + User-Friendliness	<i>Aligned</i>	<i>Aligned</i>
2.3 - Concentrated Development	Update the Zoning Map to identify the Village Center Overlay District.	
2.4 - Housing Diversity	Add two (2) additional diverse housing provision within the Zoning Ordinance.	
2.5 - Parking Flexibility	Add three (3) flexible parking provisions within the Zoning Ordinance.	
2.6 - Green Infrastructure	N/A	Add three (3) green infrastructure provisions within the Zoning Ordinance.

<b>Best Practice 3: <i>Development Review</i></b>		
	<b>Essentials Expectations</b>	<b>Certified Expectations</b>
<b>3.1 - Defined Processes</b>	<i>Aligned</i>	<i>Aligned</i>
<b>3.2 - Point of Contact</b>	<i>Aligned</i>	<i>Aligned</i>
<b>3.3 - Conceptual Review Meetings</b>	Advertise conceptual site plan review meetings online.	Ensure that clearly defined expectations and a checklist of items to be reviewed are also posted online.
<b>3.4 - Internal Review Process</b>	Share the Village's document internal review process for processing development applications.	Also demonstrate that the Village utilizes a joint review team for processing development applications.
<b>3.5 - Approval Authority</b>	Allow sites plans for permitted uses (by-right) to be approved administratively or by Planning Commission, with no public hearing requirements.	
<b>3.6 - Fee Schedule</b>	<i>Aligned</i>	
<b>3.7 - Payment Methods</b>	<i>Aligned</i>	<i>Aligned</i>
<b>3.8 - Access to Information</b>	Ensure that advertisement for conceptual site plan review meetings are posted online.	Prepare an online or stand-alone comprehensive Guide to Development.
<b>3.9 - Project Tracking</b>	N/A	Share the Village's tracking mechanism for development applications.

<b>Best Practice 4: <i>Boards and Commissions</i></b>		
	<b>Essentials Expectations</b>	<b>Certified Expectations</b>
<b>4.1 - Recruitment Process</b>	<i>Aligned</i>	Post the Village's policy for board/commission appointments process online.
<b>4.2 - Expectations + Interests</b>	Post the Village's expectations for prospective board/commission members online.	Post the Village's associated interests and background for prospective

		board/commission members online.
<b>4.3 - Orientation</b>	Share the Village's orientation materials to onboard new development-related board/commission members.	
<b>4.4 - Bylaws</b>	Ensure the bylaws for all development-related boards/commissions are posted online.	
<b>4.5 - Annual PC Report</b>	Post the 2024 Planning Commission Annual Report online (pending). 	
<b>4.6 - Training Strategy</b>	Prepare a Training Strategy for boards/commissions.	Review the Training Strategy annually. 
<b>4.7 - Joint Meetings</b>	N/A	Hold an annual joint meeting among development-related boards/commissions. 

<b>Best Practice 5: Economic Development and Marketing</b>		
	<b>Essentials Expectations</b>	<b>Certified Expectations</b>
<b>5.1 - Economic Development Strategy</b>	N/A	Prepare an Economic Development Strategy. 
<b>5.2 - Incentives Tools</b>	N/A	Advertise local economic development tools online.
<b>5.3 - Marketing Plan</b>	N/A	Prepare a Township-wide Marketing Plan.

## NEXT STEPS

We are eager for the Village of Beverly Hills to engage in the Redevelopment Ready Communities® (RRC) initiative. Following receipt of the Community Snapshot, your community will work to address each of the [RRC Best Practice](#) expectations, integrating their intent seamlessly into your municipal processes. Going forward, we encourage communities to collaborate across municipal departments and development-related boards and commissions to strategize on how best to align with the RRC toolkit. We have found that communities successful in RRC are those that go beyond approaching the Best Practices as a “checklist” and rather, implement systems to facilitate successful community change.

RRC acknowledges that limitations due to capacity or resources may impact each community’s approach to RRC, therefore there is no expected timeline to meet RRC Essentials or Certified designation. At times, the RRC toolkit may be overwhelming, so our team highly recommends maintaining regular communication with your Community Planner to best understand the RRC expectations and gain access to the plethora of resources our team offers. The Community Snapshot and community’s Trello board include specific recommendations for meeting each Best Practice. It is important to remember that RRC is a dynamic and flexible toolkit, aimed at supporting your community’s integration of the RRC expectations in a way that best suits your community.

Your community will now have access to a variety of RRC Technical Assistance tools, such as the [RRC Online Resource Library](#), guidance from your [Community Planner](#), and [Technical Assistance Match Funding](#) for planning-related projects. Best of luck and we look forward to assisting your community in leveraging our toolkit to improve your community’s development processes and attract future investment!



## Agenda Item Summary

To: Village Council  
From: Carissa Brown, Village Clerk

Re: *Consent Agenda - 7. Review and consider a request to waive pavilion rental fee for the annual 6th SOS 5k Event*

Date: March 3, 2026 - [Click to View Agenda](#)

---

### **Summary:**

Administration received a request from Schools Offer Support (SOS) to host a 5K Run and Walk at Beverly Park and on Village streets on Sunday, September 27, 2026 from 7:00 a.m. to 11:00 a.m. to benefit the Birmingham Public Schools community. They have also requested to use the pavilion during this time and asked that the pavilion rental fees be waived. The Parks & Recreation Board and Council have approved requests from this group in the past and last year's event was a success. There are not any Village sponsored events scheduled at Beverly Park on this date. The waiver request form is attached to this memo for consideration. At their February 19, 2026 meeting, the Parks & Recreation Board recommended this request be approved by the Village Council.

### **Recommendation:**

Be it resolved, Beverly Hills Village Council approves the request from Schools Offer Support to hold a 5K Run/1 Mile race on Sunday, September 27, 2026 from 7:00 a.m. to 11:00 a.m. and waives the pavilion fee for this event provided that a \$250 refundable damage 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. This event will begin and end at the Beverly Park pavilion and they will utilize Village streets and sidewalks for the run.

### **Attachments:**

1. SOS waiver



Beverly Park Pavilion Rental Fee  
Waiver Request Form

Organization Schools offer Support Contact Name Sarah Muzzin

Address \* 2436 W. Lincoln

City, State, Zip Birmingham, MI 48009

Phone Number [redacted] Email Address [redacted]

Select one:

Non-Profit  Public School  Other SOS is a nonprofit tied to BPS.

Tax ID Number 46-2589389

Date of Event 9/27/20

Time of event \* 7:00 a.m./p.m. to 11:00 a.m./p.m.

\* Actual 5K & 1 mile will start & conclude by 10. These times include setup + cleanup.

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 race is the largest fundraiser for SOS. It is critical in allowing us to fulfill the mission of SOS, which is to support members of the Birmingham Public Schools Community. Please see attached & also www.schoolsoffer support.org

Is your event open to the public?  Yes  No

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

\* Any event correspondence can be mailed to the contact's home:





## MISSION STATEMENT

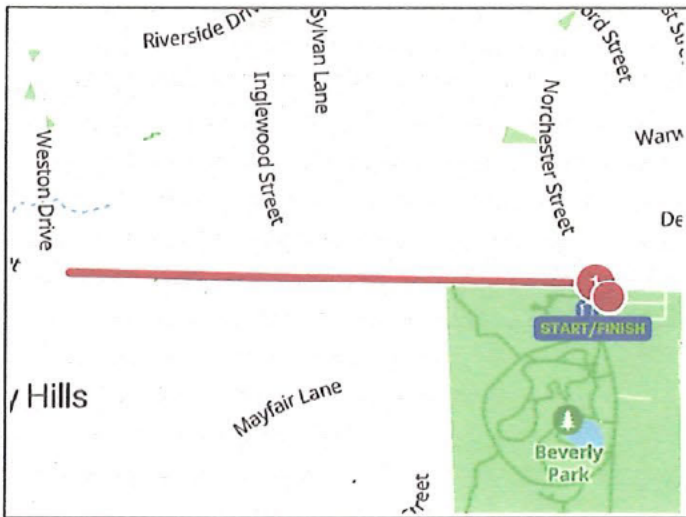
Schools Offer Support (SOS) serves members of our Birmingham Public Schools community through outreach efforts, financial support, and volunteer activities. SOS is committed to helping those in need and teaching students that community matters.

From: [REDACTED]  
Subject: Map

Date: Jan 6, 2026 at 11:46:43 AM

To: [REDACTED]

### Strides For SOS 1 Mile Route



### Strides For SOS 5K Route



## CERTIFICATE OF INSURANCE

<b>PRODUCER</b> <b>SET SEG</b> 1520 Earl Avenue East Lansing, MI 48823	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.
<b>COMPANIES AFFORDING COVERAGE</b>	
<b>INSURED</b> <b>Birmingham Public Schools</b> 31301 Evergreen Rd   Beverly Hills, MI 48025-3800	<b>A</b> MASB-SEG Property/Casualty Pool, Inc.

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS
A	<b>GENERAL LIABILITY</b> [X] Comprehensive Form [X] Premises/Operations [X] Products/Completed Operations [X] Broad Form Property Damage [X] Personal Injury	PC 0000114 32	1/26/2024	7/1/2024	BI & PD COMBINED OCCURRENCE \$1,000,000 BI & PD COMBINED AGGREGATE \$3,000,000 PERSONAL INJURY OCCURRENCE \$1,000,000 PERSONAL INJURY AGGREGATE \$3,000,000
A	<b>EXCESS LIABILITY</b> [X] General Liability [X] Automobile Liability [X] Garage Liability	PC 0000114 32	1/26/2024	7/1/2024	OCCURRENCE \$10,000,000 ANNUAL AGGREGATE \$10,000,000

**DESCRIPTION** The Village of Beverly Hills is hereby added as additional insured for liability but only as respects to the activities performed by or on behalf of the named Insured as it represents the Districts participation in the 24-25 Strides for SOS.

<b>CERTIFICATE HOLDER</b> Village of Beverly Hills 18500 W 13 Mile Road   BEVERLY HILLS, MI 48025 Additional Insured	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.
--	--

**AUTHORIZED REPRESENTATIVE**

*Katie Lehman*

Katie Lehman  
 PROPERTY/CASUALTY DEPARTMENT

1/26/2024



## Agenda Item Summary

To: Village Council

From: Carissa Brown, Village Clerk

Re: *Consent Agenda - 8. Review and consider a request to waive the pavilion rental fee for the annual ITP-Pump it up for Platelet Walk*

Date: March 3, 2026 - [Click to View Agenda](#)

---

### **Summary:**

Administration received a request on behalf of the Platelet Disorder Support Association to hold their annual ITP 5K Walk at Beverly Park on Saturday, October 3, 2026. ITP, or immune thrombocytopenia, is a blood disorder that can lead to easy or excessive bruising and bleeding. The bleeding results from unusually low levels of platelets, which are the cells that help blood clot. The Platelet Disorder Support Association is dedicated to enhancing the lives of people with ITP and other platelet disorders through education, advocacy, research, and support. The Parks & Recreation Board and Council have approved a 5K request from this group for the past five years, and it is a successful event, growing each time. The group is requesting to hold their 5K at Beverly Park from 10:30 a.m. to 1:30 p.m. and are requesting that the pavilion rental fees be waived. There are no scheduling conflicts. At their February 19, 2026 meeting, the Parks & Recreation Board recommended this request be approved by the Village Council.

### **Recommendation:**

Be it resolved, Beverly Hills Village Council approves the request from the Platelet Disorder Support Association to hold the ITP 5K at Beverly Park on Saturday, October 3, 2026 from 10:30 a.m. to 1:30 p.m. and waive the pavilion rental fees during that time provided that a \$250 refundable damage 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. ITP waiver



Beverly Park Pavilion Rental Fee

Disorder Waiver Request Form

Organization Platelet Support Association Contact Name Tracy Parker and Mary Beth Parks  
Address 8751 Brecksville Rd #150  
City, State, Zip Cleveland, OH 44141

Phone Number [Redacted] Email Address [Redacted]

Select one:  Non-Profit  Public School  Other \_\_\_\_\_

Tax ID Number 22-3611011

Date of Event Oct. 3, 2006

Time of event 10<sup>30</sup> a.m./p.m. to 1<sup>30</sup> 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. \$250.00 damage deposit required.

Number of attendees 50-70 (maximum 150)

Tell us about your event and how it benefits the community:  
6<sup>th</sup> Annual Pump it up for Platelets fundraising walk. It is to raise money for research for a rare auto immune disease called EPP. For many of the attendees this is the 1<sup>st</sup> time meeting someone w/ this disease. Awareness & support is crucial.

Is your event open to the public?  Yes  No

Please attach any supporting documents, such as a 5K route. just walking on path



## Agenda Item Summary

To: Village Council  
From: Carissa Brown, Village Clerk

Re: ***Consent Agenda - 9. Review and consider a request to waive the pavilion rental fee for the Berkshire Proud Dad Club's Chili Cook-off***

Date: March 3, 2026 - [Click to View Agenda](#)

---

### Summary:

Administration has received a request from the Berkshire Proud Dads Club to hold a Chili Cook-Off on Saturday, April 25, 2026, from 2:00 p.m. to 6:00 p.m. at the Beverly Park pavilion. The organization is requesting that the pavilion rental fees be waived for this event. There are not any conflicting events scheduled at Beverly Park at this time.

Additionally, the group is requesting that the sales restrictions under Municipal Code Section 28-22 *Amusement for Gain* be waived to allow for the sale of food during the event. At their February 19, 2026 meeting, the Parks & Recreation Board recommended this request be approved by the Village Council.

### Recommendation:

Be it resolved, Beverly Hills Village Council approves the request from Berkshire Proud Dads Club to hold a Chili Cook-Off on Saturday, April 25, 2026 from 2:00 p.m. to 6:00 p.m., waives the pavilion fee for this event provided that a \$250 refundable damage deposit and a 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, and waive the sales restrictions (Municipal Code Section 28-22 *Amusement for Gain*) for this event.

### Attachments:

1. Berkshire PTA Waiver Request\_Redacted



Beverly Park Pavilion Rental Fee

Waiver Request Form

Organization Berkshire PTA Contact Name Eli Bayless

Address 30651 Embassy

City, State, Zip Beverly Hills 48025

Phone Number [Redacted] Email Address [Redacted]

Select one:

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

Tax ID Number 51-0145503

Date of Event APRIL 25, 2026

Time of event 11 a.m./p.m. to 4 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. \$250.00 damage deposit required.

Number of attendees 150 (maximum 150)

Tell us about your event and how it benefits the community: Event: Chili Cook-off

Berkshire Proud Dads club helps foster a sense of community and raise funds for Berkshire programs through organizing community events

Is your event open to the public?  Yes  No → Tickets will be sold

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



## Agenda Item Summary

To: Village Council  
From: Carissa Brown, Village Clerk

Re: ***Consent Agenda - 10. Review and consider a request to waive the pavilion rental fee for the Beverly Hills Little League Opening Day Celebration***

Date: March 3, 2026 - [Click to View Agenda](#)

---

### **Summary:**

Administration received a request from the Beverly Hills Little League (BHLL) to host its annual Opening Day celebration at Beverly Park on Saturday, May 2, 2026 from 12:30 p.m. to 3:30 p.m. They have requested to use the pavilion during this time and asked that the pavilion rental fees be waived. The Board and Village Council have approved this request in the past. The waiver request form is attached for review and consideration. At their February 19, 2026 meeting, the Parks & Recreation Board recommended that the Village Council approve this request.

### **Recommendation:**

Be it resolved, Beverly Hills Village Council approves the request from the Beverly Hills Little League to host the BHLL Opening Day celebration at Beverly Park on Saturday, May 2, 2026 from 12:30 p.m. to 3:30 p.m. and waives the pavilion fee for this event provided that a \$250.00 returnable damage deposit and a 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. BHLL Fee Waiver Request\_Redacted



Beverly Park Pavilion Rental Fee  
Waiver Request Form

Organization BEVERLY Hills L.L. Contact Name Liz Rito

Address 22447 N. Nottingham

City, State, Zip BEVERLY Hills MI 48025

Phone Number [REDACTED] Email Address [REDACTED]

Select one:

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

Tax ID Number 23-7043349

Date of Event May 2, 2025

Time of event 12:30 a.m./(p.m.) to 2:30 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. \$250.00 damage deposit required.

Number of attendees 150 (maximum 150)

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

A free of charge celebration for Little League teams, players,  
coaches and families. Free hot dogs distributed.

Is your event open to the public?    Yes    (No)

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



## Agenda Item Summary

To: Village Council  
From: Neil Johnston, Public Services Director  
Re: *Consent Agenda - 11. Approve Resolution Decertifying Streets*  
Date: March 3, 2026 - [Click to View Agenda](#)

---

### Summary:

MDOT has reviewed the Village's mileage certification maps and has requested the removal of the following sections from its certified road network. These sections represent undeveloped right-of-way, and the Village is not relinquishing property rights in this de-certification process.

- Beverly Court, North of Beverly Road, from the dead end of Beverly Court to Greenfield Road — 82 feet.
- Beverly Court, South of Beverly Road, from the dead end of Beverly Court to Greenfield Road — 82 feet.
- Sunnyslope Drive, from the dead end to Evergreen Road — 52 feet.

### Financial Impact:

De-certifying this 216 feet of roadways is not expected to have a material impact on road funding received from the State of Michigan. For reference, the Village's entire Act 51 street network is approximately 55 miles.

### Recommendation:

Adopt the following resolution:

WHEREAS, Public Act 51 of 1951, as amended, requires that road segments shown on the official Act 51 map that are not presently being used as active roadways be formally decertified; and,

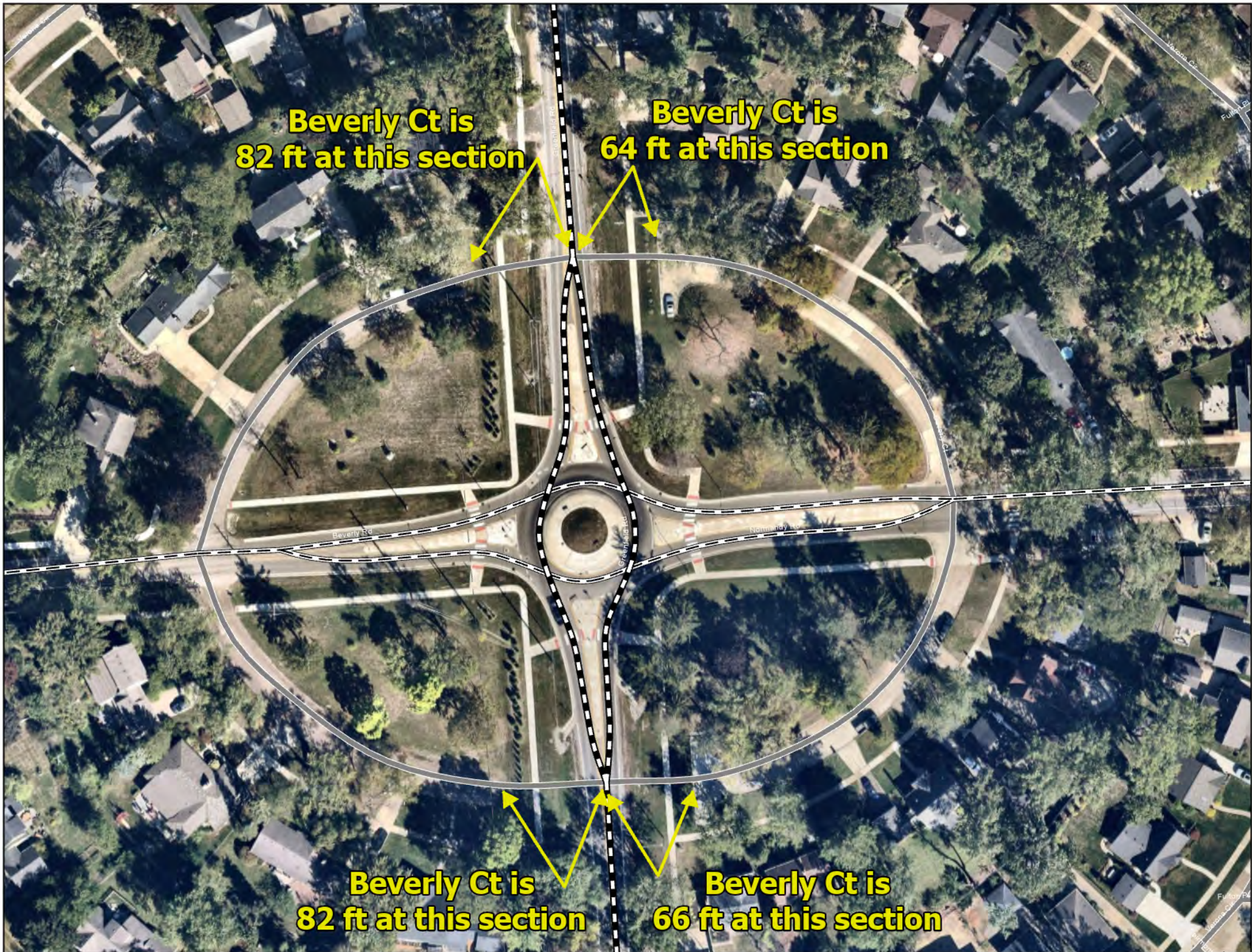
WHEREAS, the following three segments of roadway within the Village of Beverly Hills meet this criterion:

1. Beverly Court, North of Beverly Road, from the dead end of Beverly Court to Greenfield Road — 82 feet.
2. Beverly Court, South of Beverly Road, from the dead end of Beverly Court to Greenfield Road — 82 feet.
3. Sunnyslope Drive, from the dead end to Evergreen Road — 52 feet.

BE IT RESOLVED, the Beverly Hills Village Council approves the desertification of the above listed roadway segments, and the Village's Street Administrator is hereby authorized to alter the official Village of Beverly Hills Act 51 Certification Map and submit this resolution to the State of Michigan.

**Attachments:**

1. Street De-certification Maps



**Beverly Ct is  
82 ft at this section**

**Beverly Ct is  
64 ft at this section**

**Beverly Ct is  
82 ft at this section**

**Beverly Ct is  
66 ft at this section**



**Sunnyslope St is  
52 ft at this section**



## Agenda Item Summary

To: Village Council  
From: Warren Rothe, Village Manager  
Neil Johnston, Public Services Director

Re: *Consent Agenda - 12. Approve Changes to Village's Schedule of Fees - General Office & Water/Sewer Services*

Date: March 3, 2026 - [Click to View Agenda](#)

---

### Summary:

Staff is recommending a series of updates to the Village Fee Schedule to reflect increased administrative costs, improve consistency between departments, and align certain utility-related fees with actual service delivery costs. The proposed revisions impact the General Office and Water/Sewer Services Fee Schedules. The existing fees listed below were last updated in July 2012.

### General Office Fee Schedule Revisions

The proposed General Office revisions include modest increases to reflect administrative costs and market comparability:

- Garage sale permit: increase from \$3 to \$10
- Solicitation license: increase from \$40 to \$50 for the first license and from \$30 to \$40 for each additional license
- Paper copy of the Zoning Ordinance: increase from \$15 to \$25

### Water/Sewer Services Fee Schedule Revisions and Additions

The Water/Sewer Services updates include both fee adjustments and the addition of new service fees:

#### Fee Adjustments

- Missed appointment fee: increase from \$55 to \$75 to align with the Building Department fee schedule
- All fees associated with installation of new public water services have been updated to

reflect current SOCWA contract pricing

**New Fees**

- Turn water on/off for plumbing repairs (business hours): \$55 per turn on/off, unless performed on the same day
- Final utility bill processing: \$30 (waived if customer uses the Village's online self-reporting option)
- In-house leak check (customer-owned plumbing review): \$50
- Seasonal irrigation meter installation: \$55
- Seasonal irrigation meter removal: \$55
- Printed copies of past billings or usage history: \$1.00 per page

**Recommendation:**

BE IT RESOLVED, the Beverly Hills Village Council hereby approves the above changes to the Village's Schedule of Fees effective immediately.

**Attachments:**

None



## Agenda Item Summary

To: Village Council  
From: Peggy Linkswiler, Treasurer

Re: ***Business Agenda - 1. Public Hearing and Confirmation of Southfield Road Business Assessment District***

Date: March 3, 2026 - [Click to View Agenda](#)

---

### **Summary:**

Annually, the Village incurs maintenance costs for the Southfield Road Business District. The Village then bills the individual businesses based on their assigned percentage of the maintenance area. A breakdown is attached along with a resolution confirming the Assessment District.

### **Financial Impact:**

The total cost of the assessment district is \$3,262.27.

### **Recommendation:**

Hold the required public hearing and adopt the accompanying resolution.

### **Attachments:**

1. Resolution for 2026 SAD Business District
2. SFLD RD 2025 SEASON SAD Calculations



**REVIEW AND CONFIRM THE 2026 SPECIAL ASSESSMENT ROLL FOR THE SOUTHFIELD ROAD BUSINESS DISTRICT**

Motion by \_\_\_\_\_, second by \_\_\_\_\_, be it resolved that the Southfield Road Business District incurred the following costs for 2025: maintenance \$2,965.70 and electric costs for Beverly Hills Grill \$265.55. In addition, each property incurred a 10% administrative fee totaling \$296.57. Therefore, the Village of Beverly Hills Council confirms the Village Business District Assessment Roll for the 2025 season in the total amount of \$3,262.27 as follows:

Beverly Hills Racquet Club	\$745.63
31535 Southfield Road LLC	\$291.48
Beverly Hills Grill	\$395.85
C.G. Holdings, LLC	\$213.43
Emile Salon	\$208.42
Taco Bell	\$252.22
Rahma Worldwide and Development	\$406.56
J & D Karmo Real Estate LLC	\$749.68

Roll Call Vote:

YEAS:

NAYS:

ABSTENTATIONS:

ABSENT:

Passed and approved on this \_\_\_\_\_ day of March 2026

---

Carissa Brown  
Village Clerk

# VILLAGE OF BEVERLY HILLS

## SOUTHFIELD ROAD BUSINESS DISTRICT - 2025 COSTS MAINTENANCE AND WATER COST BREAKDOWN

24-Feb-26

		SEASONAL COST BREAKDOWN		
		2025	10%	2025
		PROPERTY OWNER	S/T	ADM FEE
				2025
				SAD COST
2025	TOTAL MAINTENANCE	\$2,700.15		
		=====		
	TOTAL WATER	\$0.00		
	BH Grill Electric Cost (Added to S/T SAD)	\$265.55		
		=====		
		\$265.55		
	GRAND TOTAL	\$2,965.70		
		=====		
			TOTALS	
			\$2,965.70	\$296.57
			=====	=====
				\$3,262.27
				=====

### CALCULATION WORKSHEET

PROPERTY OWNER	SQUARE FEET OF MAINTENANCE AREA	% OF AREA	COST	SPRINKLED AREA	% OF AREA	SPRINKLING COST	ELECTRIC COST	TOTAL COST
B.H. RACQUET CLUB	3257.00	0.2510	\$677.84	3257.00	0.23872	\$0.00		II \$677.84
31535 SOUTHFIELD ROAD LLC	1273.20	0.0981	\$264.98	1273.00	0.09330	\$0.00		II \$264.98
B.H. GRILL	448.80	0.0346	\$93.40	565.00	0.04141	\$0.00	\$265.55	II \$358.95
CG HOLDINGS, LLC	932.30	0.0719	\$194.03	932.00	0.06831	\$0.00		II \$194.03
EMILE'S	910.40	0.0702	\$189.47	2223.60	0.16298	\$0.00		II \$189.47
TACO BELL	1101.75	0.0849	\$229.30	1101.75	0.08075	\$0.00		II \$229.30
RAHMA WORLDWIDE AID DEVELOPMI	1775.90	0.1369	\$369.60	1016.40	0.07450	\$0.00		II \$369.60
Market Square Properties, LLC	3274.70	0.2524	\$681.53	3274.70	0.24002	\$0.00		II \$681.53
TOTALS	12974.05	100%	\$2,700.15	13643.45	100%	\$0.00		\$2,965.70
			=====			=====		=====



## Agenda Item Summary

To: Village Council  
From: Susie Stec, Planning & Economic Development Director

Re: ***Business Agenda - 2. Public Hearing and Resolution concerning a Community Development Block Grant Application for a Master Plan & Zoning Ordinance Rewrite***

Date: March 3, 2026 - [Click to View Agenda](#)

---

### **Summary:**

At the encouragement of our Redevelopment Ready Communities (RRC) liaison, the Village is applying for Community Development Block Grant — Disaster Recovery (CDBG-DR) grant funding. While the bulk of the funds available are for communities which were directly impacted by the tornadoes in 2023, there are funds available for communities under Resilience Planning activities. The purpose of this funding is to support a range of local level resilience planning projects which aim to minimize future risks through planning mechanisms. Eligible Planning Resilience activities include comprehensive master plans, zoning ordinances, housing studies & plans, and community-wide economic development plans.

As was discussed at the Joint Planning Commission - Village Council meeting and Strategy Session last month, the Village will be updating its master plan and overhauling the zoning ordinance over the next two years with an emphasis on housing, stormwater and sustainability, and economic development/transition zones. Needless to say, the goals and objectives of the Village align with those of the CDBG-DR grant funding.

The administration will be applying for \$200,000 in CDBG-DR program funds, which will provide us with sufficient funds to produce two high-quality documents that will serve the community well into the future. CDBG-DR funds are available on a first-come-first-serve basis. As part of the application process, we are required to hold a public hearing to gather public input and comments on the application.

### **Financial Impact:**

There is no local match requirement for this grant program.

### **Recommendation:**

Hold the required public hearing and consider adopting the attached resolution authorizing submission of the application.

**Attachments:**

- 1. Beverly Hills CDBG March 2026 Public Hearing Notice
- 2. CDBG-DR Authorizing Resolution

# **NOTICE OF PUBLIC HEARING FOR MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG-DISASTER RECOVERY) FUNDING FOR THE MASTER PLAN UPDATE & ZONING ORDINANCE REWRITE**

The Village of Beverly Hills will conduct a public hearing on March 3, 2026 at 7:00 pm at Beverly Hills Municipal Offices (18500 W. 13 Mile Road, Beverly Hills, MI 48025) for the purpose of affording citizens an opportunity to examine and submit comments on the proposed application for a CDBG-Disaster Recovery Resilience Planning grant.

The Village of Beverly Hills proposes to request (\$200,000) in CDBG-DR funds to update the Master Plan and rewrite the Zoning Ordinance, in accordance with legal requirements of the Michigan Planning Enabling Act and Zoning Enable Act, as well as under parameters of the CDBG-DR Resilience Planning activities, and provide an area-wide benefit and benefit low/ moderate income persons in the community.

Further information, including a copy of Village of Beverly Hills's Community Development Plan and CDBG application is available for review. To inspect the documents, please contact the Planning & Economic Development Director at [sstec@beverlyhillsmi.gov](mailto:sstec@beverlyhillsmi.gov) or 248-646-6404 or review at Beverly Hills Municipal Offices. Comments may be submitted in writing through March 3, 2026 at 4:30 pm or made in person at the public hearing.

Citizen views and comments on the proposed application are welcome.

**Carissa Brown**  
**Village Clerk**

Page 59 of 79

Published on February 21, 2026

AUTHORIZING RESOLUTION  
FOR COMMUNITY DEVELOPMENT BLOCK GRANT - DISASTER RECOVERY  
APPLICATION

WHEREAS, the Michigan Strategic Fund has invited Units of General Local Government to apply for its Community Development Block Grant Disaster Recovery (CDBG-DR) Competitive Funding Round; and

WHEREAS, the Village of Beverly Hills desires to request \$200,000 in CDBG funds to undertake a comprehensive update to the Village’s 2016 Master Plan, with an emphasis on housing, stormwater & sustainability, transportation, and economic development goals, as well as a full rewrite of the Village’s Zoning Ordinance; and

WHEREAS, the proposed project is consistent with the eligible Resilience Planning activities detailed in the CDBG-DR parameters, as described in the Application; and

WHEREAS, the proposed project will benefit a service area or provide a low/mod area income-area benefit within the community; and

WHEREAS, local funds and any other funds to be invested in the project have not been obligated/incurred and will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to obligate/incur costs from the Michigan Economic Development Corporation.

NOW, THEREFORE, BE IT RESOLVED that the Village of Beverly Hills hereby designates the Planning & Economic Development Director as the Environmental Review Certifying Officer, the person authorized to certify the Michigan CDBG-DR application, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

The following Resolution was moved by \_\_\_\_\_ and supported by \_\_\_\_\_.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

CERTIFICATION

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 a Resolution adopted by the Village of Beverly Hills at its regular meeting held on \_\_\_\_\_, 2026.

\_\_\_\_\_  
CARISSA BROWN, Village Clerk

DATED: \_\_\_\_\_



## Agenda Item Summary

To: Village Council  
From: Warren Rothe, Village Manager

Re: ***Business Agenda - 3. Review and consider Smith Group Wendbrook Park Master Plan Proposal***

Date: March 3, 2026 - [Click to View Agenda](#)

---

### Summary:

The Village has received a proposal from SmithGroup to prepare a Master Plan for the newly acquired ±8-acre property at 30815 Wendbrook Lane, currently known as Wendbrook Park. The property, which includes an existing 4,600-square-foot residence, was donated to the Village and presents a significant opportunity to expand and enhance the Village park system. The Master Plan will establish a long-term vision for the site, guide future programming and capital improvements, and support grant and funding applications. The proposed scope of work is organized into three phases.

Phase 1 includes site and building assessments, review of existing utilities and conditions, evaluation of ADA and code requirements, and preparation of a base map to inform planning alternatives. SmithGroup will also engage the Parks and Recreation Board to refine criteria for evaluating whether the existing structure should be renovated, repurposed, or demolished.

Phase 2 focuses on concept development and community engagement. SmithGroup will prepare two to three building program concepts and two to three site development concepts, evaluating options for reuse of the existing structure, construction of a new facility, or development of the site without a building. A public design workshop will be conducted to gather input from the Board and community, followed by preparation of a draft Technical Memorandum and recommended preferred alternative.

Phase 3 will result in preparation of the final Master Plan documents, including a Building Program Floor Plan, Site Master Plan, and an Opinion of Probable Cost reflecting 2026 construction pricing. These deliverables will provide the Village with a clear implementation framework and supporting documentation for incorporation into the Five-Year Community Recreation Plan and future grant applications.

The total fixed lump sum fee for the services is \$29,500, inclusive of reimbursables. The Parks and Recreation Board reviewed this proposal at its February 19 meeting and voted to recommend that Village Council approve the agreement with SmithGroup.

**Financial Impact:**

The Village's adopted FY 2026 budget includes \$20,000 for consulting services related to parks planning. Approval of this proposal requires a budget amendment in the amount of \$9,500 to fully fund the \$29,500 proposal. Administration is requesting that Council approve the necessary \$9,500 budget amendment concurrently with approval of the Smith Group proposal.

**Recommendation:**

BE IT RESOLVED, the Beverly Hills Village Council hereby approves the proposal from SmithGroup for preparation of the Wendbrook Park Master Plan in the amount of \$29,500 and the Village Manager is authorized to execute the professional services agreement with SmithGroup on behalf of the Village.

BE IT FURTHER RESOLVED, the Beverly Hills Village Council authorizes the Finance Director to amend the FY 2026 Parks Department budget and increase account #101-751-801.00 in the amount of \$9,500 to provide sufficient appropriations for this contract.

**Attachments:**

1. 2026-0212 Beverly Hills Wendbrook Park Master Plan\_REV 2.13.26

# SMITHGROUP

February 12, 2026  
(Revised February 13, 2026)

Mr. Warren Rothe  
Village Manager  
Village of Beverly Hills  
18500 West 13 Mile  
Beverly Hills, MI 48025

RE: Wendbrook Park Master Plan

Dear Warren,

On behalf of SmithGroup, Inc., (“SmithGroup”) I am pleased to submit this proposal for a new park in the Village of Beverly Hills, which for the purposes of this proposal we will refer to as “Wendbrook Park.” The following is our understanding of the services which are to be provided.

## UNDERSTANDING OF THE PROJECT

SmithGroup is pleased to continue our relationship with the Village of Beverly Hills based on the success of the Beverly Park 2050 Vision Plan that we developed together in 2024.

The Village of Beverly Hills has acquired an ±8-acre property located at 30815 Wendbrook Lane, just south of 13 Mile Road. The property contains an existing single-story private residence totaling approximately 4,600 square feet. The property was purchased by an adjacent neighbor and subsequently donated to the Village of Beverly Hills.

The Village of Beverly Hills has engaged SmithGroup to develop a Master Plan for the property, including a site and building assessment for the future direction/ development of the property. Below is a summary of the goals, desired outcomes, and considerations to be included into the Master Plan:

- Convert the existing parcel into a park that would then be included with the Village park system.
- Include parking and pedestrian access connecting to a proposed sidewalk system (construction is planned for Spring 2026) adjacent to 13 Mile Road.
- Assist the Village of Beverly Hills in identifying the best programming and space utilization for the river frontage.
- Evaluate the existing house/structure on-site with an emphasis on the overall viability to be adapted to support functions that may serve the parks program
- Develop and evaluate options for renovation and/or demolition of the structure and improvements to the site.
- The Master Plan will show the vision for the park, structure and specific amenities. The Village of Beverly Hills will use the graphic to help obtain grants and pursue other funding opportunities, and to integrate the plan into the forthcoming Village of Beverly Hills Five Year Community Recreation Plan.

## SCOPE OF SERVICES

### PHASE 1: INFORMATION GATHERING & ANALYSIS

#### 1.1 Assessment & Analysis for Existing House/Structure & Property

To start the planning process for the existing house/structure, SmithGroup will:

- Tour the site and existing house/structure with Beverly Hills staff.

---

Village of Beverly Hills

**Wendbrook Park Master Plan**  
Beverly Hills, Michigan

SmithGroup  
00101509

# SMITHGROUP

- Develop a building assessment, with an emphasis on adaptability, including:
  - Evaluate overall accessibility and likely modifications that may be required to meet current: Michigan Building Code (and potential Residential and Rehabilitation code requirements. (MBC) and the Americans with Disabilities Act (ADA).
  - Interview Beverly Hills staff to understand potential programmatic goals, needs and future growth potential of a new or renovated building.
  - Develop a summary of conversion criteria, based on the condition of the existing house/structure (as can be determined by a visual survey) and potential cost, to guide the decision-making process.

In conjunction with the building evaluation, SmithGroup will:

- Tour the property with Beverly Hills staff.
- Develop a site assessment to:
  - Collect mapping information specific to the project site and documentation of exiting utilities, easements, topography and vegetation, condition of existing waterway and historical information of the property (through historical imagery) and GIS information as available from the Village of Beverly Hills.
  - Review the conditions of the site, ADA compliance, walkways, driveways, stormwater management, and photograph site conditions.
  - Interview Beverly Hills staff to understand their vision of the new park, maintenance strategies and practices, and intended park programming.
  - Prepare a site base map suitable for use in the next phase of work that will be used as the basis for the Master Plan alternatives. The site base map will be a scaled aerial photograph including an assessment of the existing house/structure, general soils demarcation, adjacent land use and development patterns, vehicular and pedestrian access, site utility information, topography (if available), and other available related information.
  - Review the current Village of Beverly Hills Five Year Community Recreation Plan to determine any programming needs that could be added to this future park.

## 1.2 Beverly Hills Parks and Recreation Board Engagement

SmithGroup will conduct a virtual meeting with the Beverly Hills Parks and Recreation Board (Board) to review project requirements, schedule, and work scope to collaboratively refine the existing building/structure and new building/structure criteria which will be used to guide the determination of the preferred direction regarding the building.

SmithGroup will also discuss the site opportunities and restrictions documented during the previous task.

We will discuss broader community recreational goals and needs, as well as specific desired programmatic activities and priorities for the new park.

### **Phase 1 Deliverables:**

- Existing House/Structure Building Assessment
- Site Base Map
- Property Site Assessment

## **PHASE 2: CONCEPT PLANNING**

### **2.1 Building Program and Site Development Concepts**

Based on the programmatic goals and conversation with the Board, SmithGroup will assess the space requirements for the existing home to be redeveloped into a needed facility within the park. We will

# SMITHGROUP

mockup two (2) to three (3) building program concepts ( in a floor plan view) to evaluate the viability of the desired use program, with an emphasis on the ability to fit within the floor plan of the existing house/structure, economically accommodate accessibility for non-ambulatory users and determine at a conceptual design level the modifications required to meet anticipated needs and regulatory requirements.

SmithGroup will prepare two (2) to three (3) site development concepts in a loose graphic style. The site development concepts will explore alternative recreation elements, pathways and boardwalks, vehicular access, and parking. One of the site development concepts will consider constructing a new building to house the desired program elements. We will evaluate, at a high level, the cost implications of each alternative to help the Board understand the differences between restoring the home, constructing a new building, or leaving the site without a building. The building program and site development concepts will be electronically submitted to the Board for review and comment. A virtual meeting will then be conducted in advance of the public open house to facilitate discussion and obtain input from the Board. The plans and concepts will be edited as needed based on input from the Board in preparation for the public design workshop.

## 2.2 Public Design Workshop

A Public Design Workshop will be conducted in the evening with the Board and the community in which the building's program and site development concepts and related findings are presented and discussed.

We will discuss this park's unique value to the community and generate ideas for its goals and needs, including specific desired programmatic activities and implementation goals. We will also explore community priorities, budget, maintenance considerations, and other parameters that should be incorporated into the Master Plan.

The workshop will be structured as an interactive meeting that allows participants to openly comment on the alternative plans presented, offer input on their preferences, and help in the development of new ideas for the Master Plan. The goal will be to gain an understanding of the preferred idea(s) to renovate the existing house/structure or provide a new building/structure for the appropriate program, as well as the preferred idea(s) for site improvements.

We recommend that the workshop be conducted face-to-face and online, simultaneously, to reach as many community members as possible.

## 2.3 Draft Recommendations

Based on the results of the Public Design Workshop, SmithGroup will prepare a draft Technical Memorandum documenting the results of the site selection process and recommending a preferred direction.

The draft Technical Memorandum will be electronically submitted to the Beverly Hills staff for review and comment. The Technical Memorandum will be accompanied by a single draft Building Program Floor Plan and Site Master Plan, completed in a loose graphic style to quickly illustrate our recommendation for integrating public comments and Board input.

A face-to-face meeting will then be conducted to facilitate discussion and obtain input from the Board and community. The goal of this meeting is to review and comment on the preferred alternative to be further developed in Phase 3. We recommend that the public be invited to this meeting, which could be conducted as part of a regular Board meeting.

# SMITHGROUP

## **Phase 2 Deliverables:**

- Two (2) to Three (3) Building Program Mockups
- Two (2) to Three (3) Site Development Concepts
- Technical Memorandum
- Draft Building Program Floor Plan and Site Master Plan

## **PHASE 3: PREPARING THE MASTER PLAN**

### **3.1 Preferred Concept**

Based on the public workshop and guidance from the Board, SmithGroup will prepare documents that reflect the preferred concepts for the Master Plan, including:

- Building Program Floor Plan to reflect the reuse of the existing building or guide the development of a new building.
- Site Master Plan illustrating recreational and functional improvements to the site.

### **3.2 Opinion of Probable Cost**

SmithGroup will develop an “order of magnitude” Opinion of Probable Cost (OPC) for constructing the program elements intended for the park and the building renovation or new building to service the park. The construction costs will reflect 2026 pricing, based on similar park infrastructure projects. The estimate will be based on an average cost per square foot related to the existing construction type, condition, and required updates to ensure accessibility for the building / structure. Allowances will be included to account for general conditions, design, and construction contingencies, but will not factor in estimated escalation for implementation over time.

### **3.3 Final Products**

The products of this task will be issued, in draft form, for review by the Board, and then any final editing completed. An electronic version of the products will be included, suitable for posting on the village web site and to use for potential funding campaigns. We anticipate the following final deliverables:

## **Phase 3 Deliverables:**

- Technical Memorandum, amended to reflect the final Master Plan
- Building Program Floor Plan
- Site Master Plan
- Opinion of Probable Project Costs

## **PREPARATION OF DIGITAL DATA**

In the event SmithGroup is requested to prepare digital data for transmission to the Owner’s consultants, contractors or other Owner authorized recipients (“Digital Data”), the Owner acknowledges that due to the limitations of the digital data software, not all elements of SmithGroup’s services may be represented in the Digital Data, this being in the sole discretion of SmithGroup. Accordingly, although SmithGroup will endeavor to represent all material elements of SmithGroup’s services in the Digital Data, any use shall not relieve the Owner’s consultants, contractors, or other Owner authorized recipients or their respective obligations. The Owner agrees that it will include this provision in any agreements with its consultants, contractors, or other Owner authorized recipients, in which Digital Data is provided.

# SMITHGROUP

## CLIENT RESPONSIBILITIES

The Village of Beverly Hills shall provide the following:

- All topographic and utility information that may be available in Village records.
- A floor plan of the existing home, if available.
- Coordination and logistics for all meetings with the Board and community.
- Prompt and clear guidance on project alternatives, and planning processes.

## SCHEDULE

We anticipate that the scope of work outlined above can be completed within 12 to 16 weeks following written authorization to proceed. If any additional services are needed or requested, or if project delays outside of the control of SmithGroup occur, this schedule may need to be adjusted.

## COMPENSATION

The Village of Beverly Hills shall compensate SmithGroup for the scope of services outlined above for a fixed lump sum fee of **\$29,500 (twenty-nine thousand five hundred dollars)**, including all reimbursables and expenses.

## ADDITIONAL SERVICES

Requests for additional services or staff will be documented by SmithGroup (if given verbally), and the work will commence upon Village of Beverly Hills's approval of an estimated fee for that effort or, if not agreed otherwise, Village of Beverly Hills shall reimburse SmithGroup on an hourly basis of SmithGroup's project staff actively engaged for all personnel hours worked on the project.

## PAYMENTS

Invoices will be prepared monthly on the basis of percentage of completion.

All payments due to SmithGroup shall be made monthly upon presentation of the statement of services rendered. All payments due SmithGroup under this Agreement shall bear interest at one-and one-half (1½%) percent per month commencing thirty (30) days after the date of billing.

## INTELLECTUAL PROPERTY

In rendering its Services, SmithGroup may create and provide to Village of Beverly Hills documents which include (i) Village of Beverly Hills internal data, analyses, recommendations, and similar items (collectively, "Client Data"), and (ii) data and/or recommendations that have been created by SmithGroup for the benefit of Village of Beverly Hills as part of the Services (collectively, "SmithGroup Data"). In the development of SmithGroup Data, SmithGroup may use algorithms, software systems, plans, processes, tracking tools, contract assessment/ modeling tools, formulas, or data from third-party vendors, and other intellectual property owned by SmithGroup or which SmithGroup has the right to use as of or after the date hereof (including, without limitation, the format of SmithGroup's reports and any improvements or knowledge SmithGroup develops, whether alone or with others, in the performance of the Services) (collectively, "SmithGroup Tools"). Village of Beverly Hills shall own, solely and exclusively, the Client Data delivered pursuant to this Agreement. Village of Beverly Hills agrees that SmithGroup shall own, solely and exclusively, all SmithGroup Tools and all intellectual property rights therein whether or not registerable (including without limitation patents and

---

Village of Beverly Hills

**Wendbrook Park Master Plan**  
Beverly Hills, Michigan

SmithGroup  
00101509

# SMITHGROUP

inventions, trademarks, service marks, logos and domain names and all associated goodwill, copyrights and copyrightable works and rights in data and databases, and trade secrets, know-how and other confidential information). Village of Beverly Hills acknowledges and agrees that SmithGroup may, and reserves the right to, use the Client Data and any information and data generated by the SmithGroup Tools solely in an aggregated, non-personally identifiable manner in order to create and improve the compilations, statistical analyses, or benchmarks provided by SmithGroup in any services (collectively, "Aggregate Data") as long as the resulting information does not identify Village of Beverly Hills and Village of Beverly Hills hereby grants to SmithGroup a perpetual, irrevocable, royalty-free license to use the Client Data, solely as described herein. All right, title and interest in and to the Aggregate Data shall inure to the sole and exclusive benefit of SmithGroup. With respect to any SmithGroup Data that is contained in any documents delivered by SmithGroup to Village of Beverly Hills, SmithGroup grants Village of Beverly Hills a royalty free, paid up, non-exclusive, perpetual license to use the SmithGroup Data solely in connection with Village of Beverly Hills's internal use of the documents and for no other purpose. Village of Beverly Hills acknowledges and agrees that all SmithGroup Data (including any advice, recommendations, information, or work product incorporated into the SmithGroup Data) provided to Village of Beverly Hills by SmithGroup in connection with this Agreement is for the sole internal use of Village of Beverly Hills, including all subsidiaries of Village of Beverly Hills, and may not be used or relied upon by any third party; provided that Village of Beverly Hills may incorporate into documents that Village of Beverly Hills intends to disclose externally SmithGroup summaries, calculations or tables based on Village of Beverly Hills information contained in Client Data, but not SmithGroup's recommendations or findings. SmithGroup retains all rights not expressly granted to Village of Beverly Hills hereunder.

## DELIVERY OF CADD GRAPHIC FILES

Any electronic/data/digital files (Files) from SmithGroup shall be deemed Instruments of Service, and/or Work Product, as the case may be, for the Project identified above. Village of Beverly Hills covenants and agrees that: 1) the Files are Instruments of Service of SmithGroup, the author, and/or Work Product of SmithGroup, as the case may be; 2) in providing the Files, SmithGroup does not transfer common law, statutory law, or other rights, including copyrights; 3) the Files are not Contract Documents, in whole or in part; and 4) the Files are not As-Built files. Village of Beverly Hills agrees to report any defects in the Files to SmithGroup, within 45 days of the initial Files transmittal date (Acceptance Period). It is understood that SmithGroup will correct such defects, in a timely manner, and retransmit the Files. Village of Beverly Hills further agrees to compensate SmithGroup, as Additional Services, for the cost of correcting defects reported to SmithGroup after the Acceptance Period. Village of Beverly Hills understands that the Files have been prepared to SmithGroup's criteria and may not conform to Village of Beverly Hills's drafting or other documentation standards. Village of Beverly Hills understands that, due to the translation process of certain CADD formats, and the transmission of such Files to Village of Beverly Hills that SmithGroup does not guarantee the accuracy, completeness or integrity of the data, and that the Village of Beverly Hills will hold SmithGroup harmless for any data or file clean-up required to make these Files usable. Village of Beverly Hills understands that even though SmithGroup may have computer virus scanning software to detect the presence of computer viruses, there is no guarantee that computer viruses are not present in the Files, and that Village of Beverly Hills will hold SmithGroup harmless for such viruses and their consequences, as well as any and all liability or damage caused by the presence of a computer virus in the Files. Village of Beverly Hills agrees, to the fullest extent permitted by law, to indemnify and hold SmithGroup harmless from any and all damage, liability, or cost (including protection from loss due to attorney's fees and costs of defense), arising from or in any way connected with and changes made to the Files by Village of Beverly Hills. Under no circumstances shall transfer of Files to Village of Beverly Hills be deemed a sale by SmithGroup. SmithGroup makes no warranties, express or implied, of merchantability or fitness for any particular purpose.

---

Village of Beverly Hills

**Wendbrook Park Master Plan**  
Beverly Hills, Michigan

SmithGroup  
00101509

# SMITHGROUP

## LIMITATION OF LIABILITY

NOTWITHSTANDING ANYTHING TO THE CONTRARY AND TO THE FULLEST EXTENT PERMITTED BY LAW, VILLAGE OF BEVERLY HILLS AGREES THAT THE TOTAL AGGREGATE LIABILITY OF SMITHGROUP, INCLUDING ITS AFFILIATES, CONSULTANTS, DIRECTORS, OFFICERS, AND EMPLOYEES, IN CONNECTION WITH THIS AGREEMENT, WHETHER IN CONTRACT, TORT, NEGLIGENCE, BREACH OR OTHERWISE, SHALL NOT EXCEED AND SHALL BE LIMITED TO THE TOTAL COMPENSATION RECEIVED BY SMITHGROUP UNDER THIS AGREEMENT.

## INSURANCE PROGRAM

SmithGroup maintains an industry standard insurance program to help manage risk that contains terms no less stringent than the following: (a) Commercial General Liability Insurance with minimum limits of US\$1,000,000 combined single limit and combined bodily injury and property damage per occurrence and US\$2,000,000 dollars in the aggregate; (b) Commercial Automobile Liability Insurance providing coverage for owned, hired, and non-owned motor vehicles used in connection with this Agreement in an amount of not less than US\$1,000,000 per accident combined single limit for bodily injury and property damage; (c) Umbrella Liability providing excess liability coverage in the minimum amount of US\$5,000,000 per occurrence, to supplement the primary coverage provided in the policies listed above; (d) Professional Liability Insurance (Errors and Omissions Insurance), which policy also includes Cyber Liability Insurance for financial losses arising from destruction or corruption of data, including but not limited to privacy and data security breaches, virus transmission, unauthorized access, denial of service and loss of income from network security failures, with minimum limits of US\$5,000,000; (e) Workers Compensation Insurance covering SmithGroup employees pursuant to applicable state laws, and at the maximum limits statutorily required for each such state; and (f) Commercial Crime Insurance including coverage for loss or damage resulting from theft committed by SmithGroup employees, acting alone or in collusion with others, and coverage for computer crime, with a minimum per event and annual aggregate limit of US\$1,000,000. Upon request, SmithGroup shall promptly furnish the Client with a certificate evidencing the coverages set forth above.

## MISCELLANEOUS PROVISIONS

SmithGroup will use reasonable professional efforts and judgment in responding in the design to applicable federal, state and local laws, rules, codes, ordinances and regulations. Village of Beverly Hills acknowledges that certain state and local laws, rules, codes, ordinances and regulations may reference standards that are outdated and/or contrary with today's industry requirements. SmithGroup cannot and does not warrant or guarantee that the Project will comply with all such outdated and/or contrary federal, state and local laws, rules, codes, ordinances and regulations.

Notwithstanding anything to the contrary, nothing contained herein shall be construed: i) to constitute a guarantee, warranty or assurance, either express or implied, that SmithGroup's Services will yield or accomplish a perfect outcome for this Project; or ii) to obligate SmithGroup to exercise professional skill or judgment greater than the standard of care exercised by other similarly situated design professionals currently practicing in the same locale as this Project, under the same requirements of this Agreement; or iii) as an assumption by SmithGroup of liability of any other party.

SmithGroup will use reasonable professional efforts and judgment to interpret applicable ADA requirements and other federal, state and local laws, rules, codes, ordinances and regulations as applicable to this Project. Village of Beverly Hills acknowledges that requirements of ADA, as well as other federal, state and local laws, rules, codes, ordinances and regulations, will be subject to various and possibly contradictory interpretations. SmithGroup cannot and does not warrant or guarantee

---

Village of Beverly Hills

**Wendbrook Park Master Plan**  
Beverly Hills, Michigan

SmithGroup  
00101509

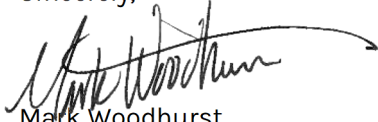
# SMITHGROUP

that the Project will comply with all interpretations of the ADA requirements and/or the requirements of other federal, state and local laws, rules, codes, ordinances and regulations.

Notwithstanding anything to the contrary in this Agreement, the Parties acknowledge that there may be delays in the performance of this Agreement for the period that such delay is due to causes beyond a Party's reasonable control, including but not limited to Acts of God, government regulations, orders or controls (including, but not limited to, shelter-in-place orders and construction moratoriums), quarantine, epidemic or pandemic. Both Parties shall make reasonable efforts to notify the other Party if a force majeure event will delay performance. In the event of such delay, neither Party shall be liable to the other Party for delay or damage caused. SmithGroup's fees for the remaining services and the time schedules shall be equitably adjusted as mutually agreed between the Parties before services are resumed.

Thank you for contacting SmithGroup. We look forward to working with Village of Beverly Hills on this project.

Sincerely,



Mark Woodhurst  
Associate | Landscape Architect

---

This document will serve as an agreement between us, and you may indicate your acceptance by signing in the space provided below and returning one (1) signed copy for our files.

---

SmithGroup (Signature)

---

Village of Beverly Hills (Signature)

---

Robert R. Doyle, Senior Principal | Landscape Architect  
(Printed name and title)

---

(Printed name and title)

---

Date

---

Date

## Attachment 'A' - Billing Rates-2026

---

Village of Beverly Hills

**Wendbrook Park Master Plan**  
Beverly Hills, Michigan

SmithGroup  
00101509

ATTACHMENT A  
**SMITHGROUP**

**Billing Rates - 2026**

Architect I	\$118	Lab Planner I	\$120
Architect II	\$141	Lab Planner II	\$145
Architect III	\$186	Lab Planner III	\$250
Architect IV	\$236	Lab Planner IV	\$300
Architect V	\$295	Lab Planner V	\$340
Interior Design I	\$112	Medical Planner I	\$120
Interior Design II	\$135	Medical Planner II	\$145
Interior Design III	\$180	Medical Planner III	\$235
Interior Design IV	\$227	Medical Planner IV	\$300
Interior Design V	\$260	Medical Planner V	\$340
Mechanical Engineer I	\$135	Structural Engineer I	\$130
Mechanical Engineer II	\$174	Structural Engineer II	\$176
Mechanical Engineer III	\$202	Structural Engineer III	\$197
Mechanical Engineer IV	\$242	Structural Engineer IV	\$259
Mechanical Engineer V	\$287	Structural Engineer V	\$295
Electrical Engineer I	\$135	Urban Planner I	\$108
Electrical Engineer II	\$157	Urban Planner II	\$141
Electrical Engineer III	\$184	Urban Planner III	\$168
Electrical Engineer IV	\$238	Urban Planner IV	\$195
Electrical Engineer V	\$280	Urban Planner V	\$205
Plumbing Engineer I	\$120	Lighting Designer I	\$135
Plumbing Engineer II	\$155	Lighting Designer II	\$160
Plumbing Engineer III	\$175	Lighting Designer III	\$210
Plumbing Engineer IV	\$200	Lighting Designer IV	\$235
Plumbing Engineer V	\$250	Lighting Designer V	\$280
Fire Protection & Life Safety Engineer I	\$125	Senior Building Performance Analyst	\$245
Fire Protection & Life Safety Engineer II	\$165	Building Performance Analyst	\$195
Fire Protection & Life Safety Engineer III	\$190	Renewable Energy Specialist	\$385
Fire Protection & Life Safety Engineer IV	\$235	Sustainability Specialist	\$155
Fire Protection & Life Safety Engineer V	\$330		
Landscape Architect I	\$108	Project Manager	\$250
Landscape Architect II	\$130	Senior Project Manager	\$290
Landscape Architect III	\$162	Design Principal	\$290
Landscape Architect IV	\$190	Principal in Charge	\$320
Landscape Architect V	\$245	Project Executive	\$360
Civil Engineer I	\$130		
Civil Engineer II	\$157		
Civil Engineer III	\$173		
Civil Engineer IV	\$195		
Civil Engineer V	\$260		

1. The term "Architect" or "Engineer" is used for billing purposes only, to indicate that the individual is in the corresponding Discipline and may or may not be licensed within the project jurisdiction.
2. Rates may be adjusted annually and be effective January 1, of each year.



## Agenda Item Summary

To: Village Council

From: Warren Rothe, Village Manager

Re: ***Business Agenda - 4. Set Date for Fiscal Year 2027 Budget Study Session***

Date: March 3, 2026 - [Click to View Agenda](#)

---

### **Summary:**

The Village Council conducts an annual budget study session in April, preceding the approval of the upcoming fiscal year budget in May. Staff requests the Council to determine a date for the study session.

### **Recommendation:**

BE IT RESOLVED, the Beverly Hills Village Council will hold a budget study session in Village Hall at 7:00 PM on April \_\_\_\_\_, 2026.

### **Attachments:**

None



## Manager Report

**To:** President George and Village Council

**From:** Warren Rothe, Village Manager

**Re:** March 3, 2026, Manager Report

---

### General Updates

- The **community information meeting** on the **Erity Dam Study** was extremely well attended. Materials from the meeting [have been posted](#) to our website on a page dedicated to the project.
- HRC will be holding a **community information meeting** on the **TAP Sidewalk project** on **March 10<sup>th</sup> at 7:00 pm**. Below is a postcard invitation that was sent to impacted residents.

**Public Meeting for Upcoming Project**

---

The Village has selected Toebe Construction, LLC of Wixom, Michigan as the contractor for the Transportation Alternatives Program (TAP) Grant Sidewalk Connector Project. Construction is anticipated to begin in March, weather permitting. This project includes sidewalk, boardwalk, retaining wall and bridge installations along the following streets:

- 13 Mile Road from west Village Limits to Evergreen Road
- 14 Mile Road from Long Bow Court to Lahser Road
- Evergreen Road from 14 Mile to Embassy Street
- Riverside Drive from Evergreen Road to Riverside Park

The Village of Beverly Hills would like to invite you to a **public meeting on March 10<sup>th</sup> at 7pm** at Village Hall in the Council Chambers. This is your chance to learn more about the upcoming Project.

More information about the project can be found on the Village's website.



- The Village will hold its **construction kickoff meeting** for the **TAP Sidewalk project** on **Monday March 2<sup>nd</sup>**.
- All Departments have begun preparing the **budget** for **Fiscal Year 2027**.

- The DNR and Arbor Day Foundation have **reviewed and approved** the Village as a **Tree City USA** for the 3<sup>rd</sup> consecutive year. Special thanks to Director Johnston for his continued efforts!
- The Village was awarded a **\$250,000 grant** through Representative Tlaib's office for improvements to **Beverly Green**.
- The Village used **Text My Gov** to notify a neighborhood of a water main break. 255 people were included in this notification. Residents can sign up by texting "**VBHALERTS**" to **91896**.
- The **community survey** for the **Southfield and Beverly Road Intersection Study** is now live! Residents can take the survey [here](#). The survey will **close on Friday March 6**. As of February 25<sup>th</sup> we have over 600 responses.
- The Public Safety Department took delivery of the **replacement detective vehicle**, the **Village's first hybrid vehicle**.
- **Union negotiations** with the Command Officers began on February 9<sup>th</sup> and the next meeting is scheduled for **March 3<sup>rd</sup>** in the afternoon.
- An **RFP** for the **Master Plan and Zoning Ordinance** update is live and will **close on March 11<sup>th</sup>**.
- The **RFP for Riverside Park** is currently open and will **close on March 11<sup>th</sup>**.
- **Staff have begun training on the Polimorphic** software. It will be launched in a few weeks' time.
- The Planning Commission met on February 25<sup>th</sup> and granted a favorable recommendation for **special land use approval to Detroit County Day**, this request will be presented to the Village Council at a future meeting.
- DPW has obtained an **on-site fuel system** to centralize all fuel purchases for Village vehicles.
- The Village is **now hiring seasonable laborers** for DPW and Parks services.
- Applications for the **Donald and Patricia Greening Community Service Scholarship Awards** are now available. The application is [available here](#).
- **Recruitment** of members to serve on the **Downtown Development Authority Board** is underway. A majority of the members must have an interest in property within the DDA boundaries.
- The Village has **submitted revised plans** for rebidding the **Spark Grant Playground** project. DNR review of the documents is ongoing.
- The **Zoning Board of Appeals** did not meet in February. They will meet in March to consider a dimensional variance request.

- **Residents** can make **pavilion reservations** on Wednesday February 4<sup>th</sup>. Non-residents can begin making **pavilion reservations on Wednesday March 4<sup>th</sup>**. The rental season lasts from April 1<sup>st</sup> to November 30<sup>th</sup>.
- 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.

## Project Update

### Safe Routes to School

All sidewalk has been installed (minus one flag that was not completed due to a utility pole relocation but will be finished in the spring). The contractor will also install trees and shrubs and install/touch up the restoration in the spring. Throughout the summer the contractor will be watering and cultivating these trees and shrubs and addressing any unestablished turf grass areas.

### FY25/26 Road Improvement Project

The road improvement project is complete. The contractor will be back in the spring to complete minor punch list work and install/touch-up any turf grass areas that have not been established. A structure adjustment needs to be made in the RCOC right-of-way at Birwood and Greenfield. Additionally, the southwest corner of Birwood and Greenfield is being reevaluated as ponding has been occurring.

### FY26/27 Road Paving Project

This project includes Pierce Road between 14 Mile and Beverly Road, Birwood between Bates and Edgewood, and Kirkshire between Bates and Edgewood. This project is scheduled to begin at the beginning of June and be completed prior to Labor Day.



**Keeping you in the know with village text message alerts!**

Sign up today by texting

**VBHALERTS**  
to: **91896**



TextMyGov View terms and privacy policy info at <https://www.textmygov.com/terms>  
Msg & data rates apply. Msg frequency varies. Text STOP at any time to opt out.



**WRC**  
WATER RESOURCES COMMISSIONER  
Jim Nash

**UNITED WAY**  
Southeastern Michigan

**EMERGENCY RELIEF FUND**

Are you struggling to pay a past due bill?

**UP TO \$2,000 PER HOUSEHOLD**

PAST DUE BILLS  
PLUMBING REPAIRS  
CURRENT BILL

<https://uwsem.smapply.org/prog/HAP/>

**APPLY NOW**

NEED HELP? CALL 844-211-4994 AND PRESS 3  
MONDAY-THURSDAY 9 A.M. TO 4 P.M.





## Public Safety

### Highlights & Statistics

#### February 2026

**586 Calls For Service.**

**14 Arrests.**

**214 Traffic stops.**

**200 Tickets issued.**

1. Officers stopped a driver for a traffic violation at Greenfield and Birwood. The driver was arrested for Driving While License Suspended.
2. Officer stopped a driver for a traffic violation at 13 Mile and Evergreen. The driver was arrested for Driving While License Suspended.
3. Officers stopped a driver for a traffic violation at 13 Mile and Southfield. The driver was arrested for Driving Without Obtaining a License.
4. Officers stopped a driver for speeding at 13 Mile and Evergreen. The driver was arrested for an outstanding warrant and turned over to Berkley PD.
5. Officers stopped a driver for manipulating their cell phone while driving. The Driver had open intoxicants in the vehicle, and they were arrested without incident.
6. Officers were dispatched to the 46<sup>th</sup> District Court to pick up a subject with a warrant.
7. Officers stopped a driver for running a red light at Lahser and 13 Mile. The driver was arrested on an outstanding warrant and turned over to Detroit PD.
8. Officers stopped a driver for a violation at 13 Mile and Huntley Square. The driver was arrested for warrants and Driving While License Suspended.
9. Officers stopped a driver at Saxon and Southfield for a violation. The driver was arrested for Drunk Driving, Open Intoxicants and an outstanding warrant.
10. Officers were dispatched to Groves High School after hours for a reckless driver. The driver was arrested for Operating Under the Influence of Drugs.
11. A subject with an outstanding warrant turned themselves in at the front desk. The subject was taken into custody and posted bond.
12. Officers stopped a driver for running a red light at Southfield and Beverly. The driver was arrested for Never Obtaining a Driver's License.
13. Officers stopped a driver for a traffic violation at Beverly and Southfield. The driver was arrested for Driving While License Suspended.

14. Officers stopped a driver for a traffic violation at 13 Mile and Southfield. The driver was arrested for warrants and Driving While License Suspended.
15. Mutual Aid for drone coverage was requested by Oak Park PD. Our officers deployed the drone and assisted with taking an LFA suspect into custody.
16. Mutual Aid was given to Madison Heights PD upon their request to locate a missing six-year-old with autism. Our Officer responded and was flagged down by a resident who had found the child as he walked into their house.
17. A patient with dementia walked away from Mission Point overnight in extremely cold weather conditions and was located by our officers in Royal Oak. The patient was transported to the hospital for treatment for over exposure.

## Beverly Hills Department of Public Safety 2026 Monthly Performance Report

	January	February	March	April	May	June	July	August	September	October	November	December	Total
<b>Total Calls For Service</b>	536	586											1,122
<b>Arrests &amp; Traffic Citations</b>													
Arrests Total	8	14											22
OWI Arrests- Drunk Driving	0	1											1
OUID Arrests- Driving Influence Drug	1	1											2
Drug Arrests	1	1											2
Traffic Stops	43	214											257
Traffic Violations	73	200											273
<b>Accidents</b>													
Personal Injury Accidents	1	0											1
Property Damage- Car Accidents	17	10											27
<b>Fire Division</b>													
Fire Response (structure & car fires)	0	1											1
Smoke & Downed Wire Responses	2	1											3
Medical & Ambulance Responses	48	23											71
Odor, Carbon Monoxide & Fire Alarms	7	7											14
Fire Inspections & Plan Reviews	2	0											2
Mutual Aid Provided to S.O.F.A.	1	1											2
Mutual Aid Received from S.O.F.A.	0	0											0
<b>Detective Bureau &amp; School Resource</b>													
Cases Investigated	20	25											45
Gun Related Cases	1	0											1
Guns Seized	2	0											2
Warrants Submitted	3	4											7
Warrants Obtained	1	1											2