



Council Chamber, 18500 W 13 Mile, Beverly Hills, MI 48025

VILLAGE COUNCIL MEETING

TUESDAY, MARCH 17, 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. Approval of March 3, 2026, Council Minutes
 - 2. Review and File Bills as of March 16, 2026
 - 3. Receive and File Zoning Board of Appeals 2025 Annual Report
 - 4. Approve Birmingham Youth Assistance Funding Request
 - 5. Approve Purchase of Public Safety Radios
 - 6. Approve Lions Club White Cane Collection Request
 - 7. Approve Lions Club Memorial Day Fun Run Request
- G. **Business Agenda**
 - 1. Approve BS&A Cloud Software Proposal
 - 2. Approve FY 2026 Budget Amendments
 - 3. Consider Introduction of General Fund Balance Policy
 - 4. Public Hearing & Resolution Authorizing Submission of a DNR Trust Fund Grant Application
- H. **Public Comments**
- I. **Manager's Report**
 - 1. March 17, 2026, Manager Report

J. **Council Comments**

K. **Adjournment**

All interested persons may attend and participate in person or virtually at:
<https://us02web.zoom.us/j/83755034469>
Meeting ID: 837 5503 4469 • **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>Access Council Meeting Materials: https://beverlyhillsmi.portal.civicclerk.com/ <i>Click here to view the current and previous Council agendas, packets, and minutes.</i></p> | <p>Scan for Quick Access: <i>Scan with your mobile device to view current and past meeting materials.</i></p>  |
|---|--|

Present: President Pro Tem Drummond, Members: Abboud, Hrydziuszko, Kecskemeti, and Mercer and O’Gorman (*arrived at 7:05*)

Absent: President George

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

ROLL CALL/CALL TO ORDER/ PLEDGE OF ALLEGIANCE

President Pro Tem Drummond 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.

Motion by Hrydziuszko, second by Kecskemeti, to excuse President George from tonight’s meeting.

Motion passed.

AMENDMENTS TO AGENDA/APPROVE AGENDA

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

Motion passed.

COMMUNITY ANNOUNCEMENT

None

PUBLIC COMMENTS ON ITEMS NOT ON PUBLISHED AGENDA

Karen Gilbert, Amherst, thanked Director Arnold and department staff for their work and noted improvements in enforcement since the department reached full staffing. Gilbert suggested that officers occasionally monitor Georgina Street near Pierce, particularly during school drop-off and pick-up times for Queen of Martyrs, where she has observed drivers frequently running a red light.

Denise Liberty, 13 Mile Road, expressed frustration about not receiving written confirmation that homeowners would not be responsible for snow removal and maintenance of new sidewalks planned along 13 Mile Road as part of the TAP grant sidewalk project. She stated that over the past two and a half years officials had verbally indicated the Village would handle sidewalk maintenance but that she had not yet received documentation confirming this.

O’Gorman arrived at 7:05 p.m.

CONSENT AGENDA

Motion by Hrydziuszko, second by Kecskemeti, be it resolved, the consent agenda is approved.

1. Approve January 15, 2026, Parks & Council Minutes

THESE MINUTES HAVE NOT BEEN APPROVED BY VILLAGE COUNCIL

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

Roll Call:
Motion passed (6-0)

BUSINESS AGENDA

PUBLIC HEARING AND CONFIRMATION OF SOUTHFIELD ROAD BUSINESS ASSESSMENT DISTRICT

Rothe gave an overview of the Southfield Road Business Assessment District. Abboud inquired about the deteriorating pavement along Southfield Road between Beverly Road and 13 Mile Road. Rothe noted that the area is being reviewed and that some concrete patching work may occur this year, while a larger reconstruction project by the Road Commission is planned for the future.

Drummond opened the public hearing at 7:11 p.m. No one from the public wished to be heard, Drummond closed the public hearing at 7:12 p.m.

Motion by Hrydziuszko, second by Kecskemeti, be it resolved, 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 |

THESE MINUTES HAVE NOT BEEN APPROVED BY VILLAGE COUNCIL

Roll Call:
Motion passed (6-0)

PUBLIC HEARING AND RESOLUTION CONCERNING A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR A MASTER PLAN & ZONING ORDINANCE REWRITE

Stec presented a request for authorization to apply for approximately \$200,000 in Community Development Block Grant Disaster Recovery (CDBG-DR) funds to support the Village’s planned Master Plan update and zoning ordinance rewrite. Council and Administration discussed the anticipated timeline for grant approval and how housing studies would be incorporated into the planning process.

Drummond opened the public hearing at 7:18p.m. No one from the public wished to be heard, Drummond closed the public hearing at 7:19 p.m.

Motion by Kecskemeti, second by O’Gorman, 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.

Roll Call:
Motion passes (6-0)

REVIEW AND CONSIDER SMITH GROUP WENDBROOK PARK MASTER PLAN PROPOSAL

Rothe gave an overview of a proposal from SmithGroup to prepare a master plan for Wenbrook Park, Rothe stated that the proposal includes three phases: site and building assessments, community engagement and concept development, and preparation of final planning documents with cost estimates that could support future grant applications. Rothe and Council discussed the cost and raised the idea of considering competitive bids for similar projects in the future.

Motion by Kecskemeti, second by Hrydziuszko, 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.

Roll Call:
Motion passed (6-0)

SET DATE FOR FISCAL YEAR 2027 BUDGET STUDY SESSION

Rothe and Council discussed scheduling the Fiscal Year 2027 Budget Study Session.

THESE MINUTES HAVE NOT BEEN APPROVED BY VILLAGE COUNCIL

Motion by Mercer, second by O’Gorman, be it resolved, the Beverly Hills Village Council will hold a budget study session in Village Hall at 7:00 PM on April 14, 2026.

Roll Call:

Motion passed (6-0)

PUBLIC COMMENTS

Paul Prentice, Lincolnshire, asked whether the Village plans to address deer management and for an update on the 13 Mile Road sidewalk project. Prentice also raised concerns about the poor condition of High Bank Road in the Georgetown subdivision and asked if repairs or reconstruction are included in the upcoming budget.

MANAGER’S REPORT

Rothe went over the Manager’s report as provided in the regular Village Council meeting packet. Rothe and Council discussed the status of the playground at Beverly Park and snow removal on sidewalks.

COUNCIL COMMENTS

Mercer responded to residents’ concerns regarding the road condition on Highbank and proposed TAP sidewalks. Mercer encouraged residents to reach out to Director Johnston regarding the road conditions and attend the March 10th meeting regarding the TAP grant. Mercer expressed support for the \$250,000 in federal funding being directed toward local community improvements.

Hrydziuszko shared concerns from residents regarding the Flock cameras and requested that the Village develop a clear policy regarding the use and access of the cameras. Hrydziuszko also shared a personal note recognizing her daughter who qualified for the state wrestling finals at Ford Field.

Abboud reported on a press conference by Michigan leaders opposing proposed statewide zoning preemption legislation that could limit local control over zoning decisions. Abboud emphasized the importance of protecting local decision-making. Abboud also provided updates on upcoming meetings, including SEMCOG, the Michigan Municipal League conference, Cable Board and Senior Advisory Council and noted progress related to the NEXT building project.

ADJOURNMENT

Motion by Abboud, second by Mercer, to adjourn the meeting at 8:01 p.m.

Motion passed.

Andrew Drummond
President Pro Tem

Carissa Brown
Village Clerk

THESE MINUTES HAVE NOT BEEN APPROVED BY VILLAGE COUNCIL

| Check Date | Bank | Check | Vendor | Vendor Name | Amount |
|-------------------|------|-------|--------|----------------------------------|------------|
| Bank COM COMERICA | | | | | |
| 03/11/2026 | COM | 91705 | 61359 | AIRGAS USA, LLC | 285.47 |
| 03/11/2026 | COM | 91706 | 61135 | AJAX MATERIALS CORPORATION | 3,173.30 |
| 03/11/2026 | COM | 91707 | 60217 | AMAZON CAPITAL SERVICES | 434.26 |
| 03/11/2026 | COM | 91708 | 59125 | APPRIVER, LLC | 545.82 |
| 03/11/2026 | COM | 91709 | 02100 | BALDWIN PUBLIC LIBRARY | 161,274.50 |
| 03/11/2026 | COM | 91710 | 51409 | BEVERLY HILLS ACE | 146.44 |
| 03/11/2026 | COM | 91711 | 59347 | CINTAS CORPORATION #31 | 121.10 |
| 03/11/2026 | COM | 91712 | 60152 | D'ANGELO BROTHERS | 35,778.05 |
| 03/11/2026 | COM | 91713 | 61357 | DEAN SELLERS FORD | 428.36 |
| 03/11/2026 | COM | 91714 | 61160 | DEER SOLUTIONS OF OAKLAND COUNTY | 95.00 |
| 03/11/2026 | COM | 91715 | 60372 | EAGLE LANDSCAPING & SUPPLY | 336.00 |
| 03/11/2026 | COM | 91716 | 60206 | GREAT LAKES WATER AUTHORITY | 1,093.36 |
| 03/11/2026 | COM | 91717 | 08500 | HUBBELL ROTH & CLARK INC | 57,453.35 |
| 03/11/2026 | COM | 91718 | 59010 | HUNT SIGN COMPANY | 2,254.03 |
| 03/11/2026 | COM | 91719 | 39070 | J.H. HART URBAN FORESTRY | 5,832.16 |
| 03/11/2026 | COM | 91720 | 61006 | JOSEPH ORLANDO | 4,080.00 |
| 03/11/2026 | COM | 91721 | 09300 | KELLER THOMA | 35.00 |
| 03/11/2026 | COM | 91722 | 51751 | O.C.W.R.C. | 78,282.00 |
| 03/11/2026 | COM | 91723 | 50830 | OAKLAND COUNTY TREASURER'S | 468,185.68 |
| 03/11/2026 | COM | 91724 | 16100 | ROAD COMMISSION FOR OAKLAND | 588.49 |
| 03/11/2026 | COM | 91725 | 61008 | SCOTT GLOWINSKI | 5,350.00 |
| 03/11/2026 | COM | 91726 | 17700 | SUNSET MAINTENANCE SERVICE | 1,450.00 |
| 03/11/2026 | COM | 91727 | 61128 | TERMINIX EHRlich | 56.18 |
| 03/11/2026 | COM | 91728 | 31043 | THOMAS J RYAN PC. | 5,000.00 |
| 03/11/2026 | COM | 91729 | 60927 | VIALYTICS AMERICAS INC | 13,512.00 |

COM TOTALS:

| | |
|----------------------------|-------------------|
| Total of 25 Checks: | 845,790.55 |
| Less 0 Void Checks: | 0.00 |
| Total of 25 Disbursements: | <u>845,790.55</u> |

| Post Date GL Number | Journal | Summ/Det | Ref # Description | DR Amount | CR Amount |
|------------------------|---------|----------|----------------------|--------------------------|--------------------------|
| 03/11/2026 | CD | S | 133689 | SUMMARY CD 03/11/2026 | |
| 101-000-001.01 | | | COMERICA DEPOSITORY | | 26,422.25 |
| 101-000-202.00 | | | ACCOUNTS PAYABLE | 26,422.25 | |
| 202-000-001.01 | | | COMERICA DEPOSITORY | | 3,007.92 |
| 202-000-202.00 | | | ACCOUNTS PAYABLE | 3,007.92 | |
| 203-000-001.01 | | | COMERICA DEPOSITORY | | 9,176.06 |
| 203-000-202.00 | | | ACCOUNTS PAYABLE | 9,176.06 | |
| 205-000-001.01 | | | COMERICA DEPOSITORY | | 5,117.38 |
| 205-000-202.00 | | | ACCOUNTS PAYABLE | 5,117.38 | |
| 271-000-001.01 | | | COMERICA DEPOSITORY | | 161,274.50 |
| 271-000-202.00 | | | ACCOUNTS PAYABLE | 161,274.50 | |
| 401-000-001.01 | | | COMERICA DEPOSITORY | | 7,550.75 |
| 401-000-202.00 | | | ACCOUNTS PAYABLE | 7,550.75 | |
| 592-000-001.01 | | | COMERICA DEPOSITORY | | 633,241.69 |
| 592-000-202.00 | | | ACCOUNTS PAYABLE | 633,241.69 | |
| | | | | <u>845,790.55</u> | <u>845,790.55</u> |
| | | | | <u><u>845,790.55</u></u> | <u><u>845,790.55</u></u> |

03/12/2026 12:49 PM
User: ADAM
DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS
CHECK DATE FROM 03/12/2026 - 03/12/2026

Page: 1/1

| Check Date | Bank | Check | Vendor | Vendor Name | Amount |
|---------------------------|------|-------|--------|------------------------------|-----------|
| Bank COM COMERICA | | | | | |
| 03/12/2026 | COM | 91730 | 61184 | D.V.M. UTILITIES, INC. | 46,958.40 |
| 03/12/2026 | COM | 91731 | 51939 | KEATON PUBLICATION GROUP LLC | 1,250.00 |
| COM TOTALS: | | | | | |
| Total of 2 Checks: | | | | | 48,208.40 |
| Less 0 Void Checks: | | | | | 0.00 |
| Total of 2 Disbursements: | | | | | 48,208.40 |

| Post Date GL Number | Journal | Summ/Det | Ref # Description | DR Amount | CR Amount |
|------------------------|---------|----------|----------------------|-----------------------|------------------|
| 03/12/2026 | CD | S | 133698 | SUMMARY CD 03/12/2026 | |
| 101-000-001.01 | | | COMERICA DEPOSITORY | | 1,250.00 |
| 101-000-202.00 | | | ACCOUNTS PAYABLE | 1,250.00 | |
| 592-000-001.01 | | | COMERICA DEPOSITORY | | 46,958.40 |
| 592-000-202.00 | | | ACCOUNTS PAYABLE | 46,958.40 | |
| | | | | <u>48,208.40</u> | <u>48,208.40</u> |
| | | | | <u>48,208.40</u> | <u>48,208.40</u> |



Agenda Item Summary

To: Village Council
From: Susie Stec, Planning & Economic Development Director
Re: ***Consent Agenda - 3. Receive and File Zoning Board of Appeals 2025 Annual Report***
Date: March 17, 2026 - [Click to View Agenda](#)

Summary:

Each year the Zoning Board of Appeals prepares an Annual Report summarizing the variance requests that have come before them. Synthesizing this information helps to identify patterns and where the zoning ordinance may need improvement.

Recommendation:

Receive and file

Attachments:

1. ZBA Annual Report 2025



Zoning Board of Appeals
2025
Annual Report

Summary

Zoning Board of Appeals activity is one indicator of the real-world implications of the community's Zoning Ordinance. Unlike the Planning Commission, which is required to submit a written report to the Village Council annually, the Zoning Board of Appeals (ZBA) has no such requirement. However, providing an overview of the prior year is beneficial to the Council, Planning Commission and Administration in understanding how the zoning ordinance is affecting residents and property owners' ability to use or modify their property and buildings. This report will outline the past year's activity and provide information as to which sections of the zoning ordinance variances are being requested.

Authority of the Board

The Zoning Board of Appeals is granted authority by state statute (Michigan Zoning Enabling Act) and the Village Ordinances which, combined, allow the Board to grant a variance from the dimensional or the use restrictions of the zoning ordinance, hear appeals of administrative decisions, and to interpret the text of the Zoning Ordinance. The majority of the cases before the Board in any given year are for requests of dimensional, or non-use variances.

Board Membership

The Board is comprised of nine regular members and two alternate members with a primary and an alternate council liaison. The ZBA experienced limited turnover in 2025 with the resignation of Susan Robbins and Christopher Michael. Staff support is provided by the Village Planning & Economic Development Director. The current Board members and council liaisons are:

Timothy Makar, Chairperson
Leslie Rott, Vice Chairperson
Mark Barron, Secretary
Scott Beach
Pamela Caputo
Kevin Miller
Derek Russaw

LaToya Stroker
Zana Tomich
Adam Beslove, Alternate
Tarik Sentissi, Alternate

Andrew Drummond, Council Liaison
John George, Alternate Council Liaison

Meetings

The Zoning Board of Appeals meets on the second Monday of each month, except where the meeting dates conflict with a holiday. The ZBA met eight (8) times in 2025.

Summary of Cases

A total of fourteen (14) variance requests were received and considered in 2025. The chart below summarizes the cases and their results.

| Case # | Address | Zoning District | Request | Result |
|--------|------------------------|-----------------|--|-----------|
| 1425 | 30330 Woodhaven Ln | R-A | Construct accessory structure (garage) that exceeds max sf allowed & exceed 50% of UFA | Granted |
| 1426 | 31515 Lahser Road | R-1 | Construct accessory structure (garage) that exceeds max sf allowed & exceed 50% of UFA | Denied |
| 1427 | 31988 Carlelder Street | R-1 | Reduced setbacks: SY (north) 2'2"; RY (east) 3'10", & SY (south) 3' | Granted |
| 1428 | 16989 W. 14 Mile Rd | R-2A | Setback | Granted |
| 1429 | 32280 Auburn St. | R-2B | setback | Withdrawn |
| 1430 | 15701 Birwood Ave | R-2A | Setback | Granted |
| 1431 | 25 Riverbank | R-A | Accessory Structure in the side open space | Granted |
| 1433 | 31284 Cline | R-2 | Rear setback | Denied |
| 1434 | 31255 Southfield Rd. | B/VCOD | Sign variance (size) | Granted |
| 1435 | 19453 Waltham | R-1 | Accessory Structure in the side open space | Granted |
| 1436 | 20711 Kennoway Circle | R-A | Accessory Structure that exceeds 50% of UFA of principle building | Granted |
| 1437 | 31535 Southfield Rd | B/VCOD | Sign variance (quantity & size) | Granted |
| 1438 | 31533 Kennoway Ct. | R-A | 6-foot fence/privacy screen in the front yard | Denied |
| 1439 | 31288 Downing Place | R-1A | Rear setback | Granted |

Respectfully submitted,

Timothy Makar
ZBA Chairperson



Agenda Item Summary

To: Village Council

From: Carissa Brown, Village Clerk

Re: ***Consent Agenda - 4. Approve Birmingham Youth Assistance Funding Request***

Date: March 17, 2026 - [Click to View Agenda](#)

Summary:

Village Administration received an annual funding request from Birmingham Youth Assistance (BYA) in the amount of \$13,000. This is the same amount that the Village contributed last year. BYA's annual requests are budgeted in *Department 693 – Community Action Programs*. BYA's request letter is attached for review.

Financial Impact:

If approved, funds would be included in the Fiscal Year 2027 budget for the Council's further review and adoption.

Recommendation:

BE IT RESOLVED, the Beverly Hills Village Council approves the Birmingham Youth Assistance annual funding request for Fiscal Year 2027 in the amount of \$13,000. Funds for this request are available in account #101-693-890.01.

Attachments:

1. BYA FY 27 Request Letter



Birmingham Youth Assistance

2436 West Lincoln
Birmingham, MI 48009
(248) 203-4300 FAX: (248) 203-4301
office@birminghamyouthassistance.org
www.birminghamyouthassistance.org

Chair

Ann Nazareth Manning

February 23, 2026

Vice Chair

Susan Robbins

Dear Warren Rothe, Village Manager,

Treasurer

Anna Herbert

We would like to thank you for the continued support of the Council and for including Birmingham Youth Assistance (BYA) in the 2026-2027 budget process. BYA is fortunate to have the tri-sponsorship of the Circuit Court – Family Division, the Birmingham Public School District, and the support of our local municipalities that include the City of Birmingham, and the Villages of Beverly Hills, Bingham Farms, and Franklin. We have served our community for over 60 years.

Secretary

Eileen Pulker

Past Chairperson

Dave Wind

Last year the Village of Beverly Hills budgeted \$13,000 in support of BYA. This generosity is greatly appreciated.

Members

Andrew G. Acho
Judith Adelman
Mary Jo Dawson
Jill Fill
Curt Lawson
Meg Sullivan Lopé
Erin Payton
Jennifer Rass
Jay Reynolds
Dr. Embekka Roberson
Katie Schafer
Vicki Sower
Richard Stasys
Shelley Taub
David Walker

- For fiscal year 2026-2027, BYA is requesting same funding at \$13,000.
- For the 2024-2025 Fiscal Year, direct casework services were provided to 76 active referrals. 18 of the cases referred from the police department.
- Casework services also accommodated 82 consult cases.
- 155 community service hours were assigned to and completed by BYA caseload youth.
- Sponsor dollars will be used to continue programming for our caseload families: such as education programs, Youth Enrichment programs, counseling, group work, and camp/skill building scholarships. We also provide a mentor program for caseload youth-Mentors Plus.
- The Oakland County Circuit Court, which funds our caseworker, continues her full time status in Birmingham Youth Assistance due to the high level of referral services and active programming.
- Birmingham Public Schools continues to increase their sponsor support for BYA.
- BYA family-focused, community programs have grown and continue to be self-sustaining. These include Breakfast With Santa, Kid's Dog Show, Youth In Service recognition event, family education and Touch A Truck.
- BYA volunteers donated 1,812 hours of their time to BYA programs, valued at \$60,684.
- We continue to increase BYA's visibility and convenience of accessibility for the community at large.

Police Liaison

PTO Tanner Lawson
Sgt. K. McCanham

A member of our board will be happy to meet with you to explain our needs.

Advisory Members

Sheriff Michael Bouchar
Jason Clinkscale

Sincerely,

Caseworker

Catherine Womack

Administrative Assistant

Lynne Zacharias

Anna Herbert, BYA Treasurer

Cc: Carissa Brown, Village Clerk

We are BYA! You are BYA!

Sponsored by:

Birmingham Board of Education * Birmingham City Commissioners * Oakland County Circuit Court-Family Division
Village of Beverly Hills * Village of Bingham Farms * Village of Franklin

Principal Funding by Oakland County Board of Commissioners



Agenda Item Summary

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

Re: *Consent Agenda - 5. Approve Purchase of Public Safety Radios*
Date: March 17, 2026 - [Click to View Agenda](#)

Summary:

The PSD assigns a radio to each member of the department, and it is considered “their” radio. They are stored in the members' locker, to avoid any confusion as to who the radio belongs to and reduce the chance of one going “missing.” Currently, all radios have been assigned out, which does not leave us with a spare in the event one needs to be sent out for repairs or other unforeseen incidents. I am seeking Council approval to purchase four backup radios from Motorola Solutions, the only vendor approved by Oakland County for the use of the County radio system. Each platoon would now be equipped with its own backup radio.

Attached is a memo from Lieutenant Van Horn with more information on this purchase.

Financial Impact:

Funds are available in the Fiscal Year 2026 budget for this purpose. The total cost is \$29,885.20, inclusive of a \$1000 (\$250/radio) activation fee that is charged by Oakland County.

Recommendation:

BE IT RESOLVED, the Beverly Hills Village Council approves the quote from Motorola Solutions for the purchase of radios for the Public Safety Department.

Attachments:

1. Radio Memo
2. QUOTE BEVERLY HILLS PD 3-12-26 #3474851-3APX6000PORTABLERADIOX4

MEMO 26-02



To: Director Arnold

From: Lieutenant Van Horn

Date: 03/12/2026

Subject: Purchasing Motorola APX6000 Portable Radios

Director Arnold, I am requesting the Beverly Hills Public Safety Department purchase four additional portable (handheld) Motorola APX6000 radios.

Motorola Solutions

Motorola Solutions is the only vendor that Oakland County Radio Control has approved to purchase new radios. Our quote was provided by Sr Account Executive Ed Horvath:

Ed Horvath
EdHorvath@callmc.com
313.218.3450

Current Portable Radios

In 2023 Oakland County went to the new P25 Radio System which was integrated into the Michigan Public Safety Communication System (MPSC), ensuring near-seamless communication for first responders within the county and beyond.

Beverly Hills Public Safety currently has 30 portable radios. We have assigned 27 radios to officers and 3 to our fire trucks.

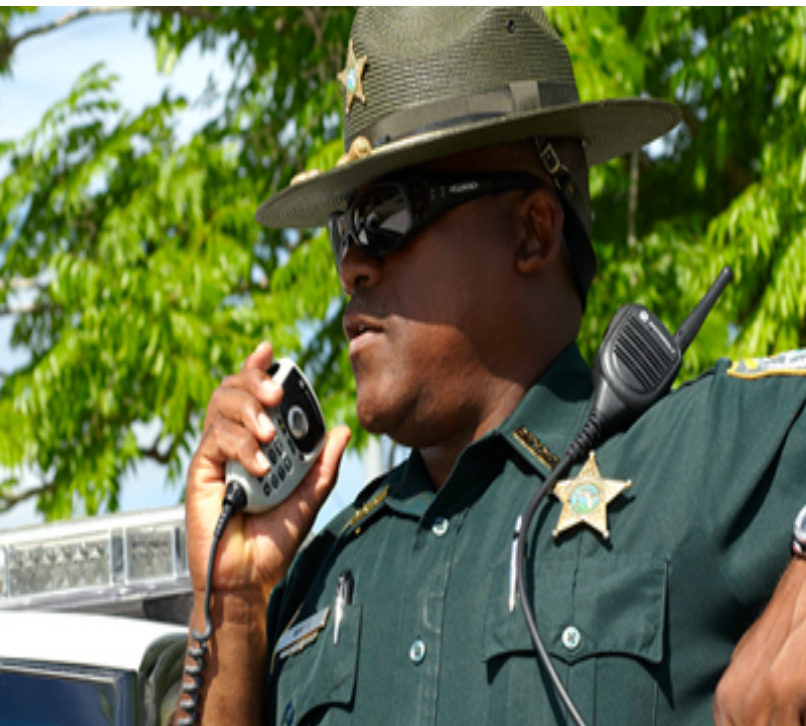
Proposed Purchase

I am requesting to purchase four new Motorola APX6000 radios. This will give each of the four platoons an additional radio for any training, special events, or a spare if a radio needs to be repaired. Please see attached Quote from Motorola Solutions

| | |
|-----------------------------------|--------------------|
| 1 new APX6000 Portable Radio | \$7,221.30 |
| MPSCS activation fee | \$ 250.00 |
| Sale Tax Exemption | \$0.0 |
| Total per radio | \$7,471.30 |
| Four (4) new radios total: | \$29,885.20 |

Respectfully

Lt Andrew Van Horn



BEVERLY HILLS PUBLIC SAFETY

APX6000 PORTABLE RADIO X 4

03/12/2026

03/12/2026

BEVERLY HILLS PUBLIC SAFETY
18600 THIRTEEN MILE
BEVERLY HILLS, MI 48025

RE: Motorola Quote for APX6000 PORTABLE RADIO X 4

Dear Tanner Lawson,

Motorola Solutions is pleased to present BEVERLY HILLS PUBLIC SAFETY with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide BEVERLY HILLS PUBLIC SAFETY with the best products and services available in the communications industry. Please direct any questions to Ed Horvath at EdHorvath@callmc.com.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Ed Horvath
Sr. Account Executive

Motorola Solutions Manufacturer's Representative

Billing Address:
 BEVERLY HILLS PUBLIC SAFETY
 18600 THIRTEEN MILE
 BEVERLY HILLS, MI 48025
 US

Shipping Address:
 BEVERLY HILLS PUBLIC SAFETY
 18600 THIRTEEN MILE
 BEVERLY HILLS, MI 48025
 US

Quote Date:03/12/2026
 Expiration Date:05/11/2026
 Quote Created By:
 Ed Horvath
 Sr. Account Executive
 EdHorvath@callmc.com
 3132183450

End Customer:
 BEVERLY HILLS PUBLIC SAFETY
 Tanner Lawson
 tlawson@beverlyhillspolice.com
 248-798-2883

Contract: 35115 - STATE OF MICHIGAN,
 MA# 190000001544

Payment Terms:30 NET

Summary:

Any sales transaction resulting from Motorola's quote is based on and subject to the applicable Motorola Standard Terms and Conditions, notwithstanding terms and conditions on purchase orders or other Customer ordering documents. Motorola Standard Terms and Conditions are found at www.motorolasolutions.com/product-terms.

| Line # | Item Number | Description | Qty | List Price | Disc % | Sale Price | Ext. Sale Price |
|--------|------------------|---|-----|------------|--------|------------|-----------------|
| | APX™ 6000 Series | APX6000 | | | | | |
| 1 | H98UCF9PW6BN | PORTABLE RADIO APX6000 700/800 MODEL 2.5 | 4 | \$3,924.00 | 30.0% | \$2,746.80 | \$10,987.20 |
| 1a | QA01648AA | ADD: HW KEY SUPPLEMENTAL DATA | 4 | \$6.42 | 30.06% | \$4.49 | \$17.96 |
| 1b | Q361AR | ADD: P25 9600 BAUD TRUNKING | 4 | \$353.00 | 30.0% | \$247.10 | \$988.40 |
| 1c | QA00580AC | ADD: TDMA OPERATION | 4 | \$530.00 | 30.0% | \$371.00 | \$1,484.00 |
| 1d | Q15AK | ADD: AES/DES-XL/DES-OFB ENCRYPTION AND ADP | 4 | \$941.00 | 30.0% | \$658.70 | \$2,634.80 |
| 1e | Q887AU | ADD: 5Y ESSENTIAL SERVICE | 4 | \$306.00 | 0.0% | \$306.00 | \$1,224.00 |
| 1f | H122BR | ALT: 1/4 WAVE 7/8 STUBBY (NAR6595) | 4 | \$28.00 | 30.0% | \$19.60 | \$78.40 |
| 1g | QA09006AA | ADD: ADAPTIVE NOISE SUPPRESSION | 4 | \$177.00 | 30.0% | \$123.90 | \$495.60 |



| Line # | Item Number | Description | Qty | List Price | Disc % | Sale Price | Ext. Sale Price |
|-----------------------|-----------------------|---|-----|------------|--------|------------|-------------------------|
| 1h | QA09007AA | ADD: OUT OF THE BOX WIFI PROVISIONING | 4 | \$0.00 | 0.0% | \$0.00 | \$0.00 |
| 1i | QA09001AB | ADD: WIFI CAPABILITY | 4 | \$353.00 | 30.0% | \$247.10 | \$988.40 |
| 1j | Q498AY | SOFTWARE LICENSE ENH: ASTRO 25 OTAR W/ MULTIKEY | 4 | \$871.00 | 30.0% | \$609.70 | \$2,438.80 |
| 1k | H38BT | ADD: SMARTZONE OPERATION | 4 | \$1,412.00 | 30.0% | \$988.40 | \$3,953.60 |
| 1l | QA09113AB | ADD: BASELINE RELEASE SW | 4 | \$0.00 | 0.0% | \$0.00 | \$0.00 |
| 1m | QA07680AA | ADD: MULTI SYSTEM OTAR | 4 | \$177.00 | 30.0% | \$123.90 | \$495.60 |
| 1n | Q806BM | ADD: ASTRO DIGITAL CAI OPERATION | 4 | \$607.00 | 30.0% | \$424.90 | \$1,699.60 |
| 1o | QA01771AB | SOFTWARE LICENSE ENH: ENHANCEMENT LEVEL 2 | 4 | \$235.00 | 30.0% | \$164.50 | \$658.00 |
| 2 | PMMN4099CL | PORTABLE RSM GCAI, IP68, 3.5MM JACK, EMER, 1 PROG, HI/LO, LARGE | 4 | \$152.54 | 25.0% | \$114.41 | \$457.64 |
| | APX™ Radio Management | RADIO MANAGEMENT | | | | | |
| 3 | T7914A | SOFTWARE LICENSE RADIO MANAGEMENT ONLINE | 1 | \$0.00 | 0.0% | \$0.00 | \$0.00 |
| 3a | UA00049AA | ADD: RADIO MANAGEMENT LICENSES ONLINE | 4 | \$118.00 | 40.0% | \$70.80 | \$283.20 |
| Subtotal | | | | | | | \$40,763.84 |
| Total Discount Amount | | | | | | | \$11,878.64 |
| Grand Total | | | | | | | \$28,885.20(USD) |

Notes:

- Pricing contained herein does not include the one-time MPSCS activation fee of \$250.00 per radio. If applicable, MPSCS will invoice your department directly for this fee of \$1,000.00. Programming to be completed by the Oakland County/CLEMIS radio department.
- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



| Line # | Item Number | Parametric Data |
|--------|-------------|---|
| 1a | QA01648AA | ASKHOMID = 0796 |
| 3 | T7914A | EMAILADR = tlawson@beverlyhillspolice.com |



Purchase Order Checklist NA OM

| |
|---|
| Marked as PO/ Contract/ Notice to Proceed on Company Letterhead (PO will not be processed without this) |
| PO Number/ Contract Number |
| PO Date |
| Vendor = Motorola Solutions, Inc. |
| Payment (Billing) Terms/ State Contract Number |
| Bill-To Name on PO must be equal to the <i>Legal</i> Bill-To Name |
| Bill-To Address |
| Ship-To Address (If we are shipping to a MR location, it must be documented on PO) |
| Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO) |
| PO Amount must be equal to or greater than Order Total |
| Non-Editable Format (Word/ Excel templates cannot be accepted) |
| Tax Exemption Status |
| Signatures (As required) |

NOTE: When an email order is submitted a confirmation is sent from Motorola AutoNotify referencing a **case number**.

Once checklist is complete, order still must go through **Order Validation/Credit Approval**



Agenda Item Summary

To: Village Council

From: Carissa Brown, Village Clerk

Re: *Consent Agenda - 6. Approve Lions Club White Cane Collection Request*

Date: March 17, 2026 - [Click to View Agenda](#)

Summary:

Administration received a request from the Beverly Hills Lions Club to host their annual White Cane Collection in the Village from April 18 – May 2, 2026 and to have the sign outside the Village Office temporarily read: “Support Lions White Cane Collection April 18 through May 2”.

Recommendation:

The Beverly Hills Village Council authorizes the Beverly Hills Lions Club to solicit donations for their annual White Cane Collection from April 18 to May 2, 2026 within Beverly Hills and approves their request to have the sign outside of the Village Office temporarily read: “Support Lions White Cane Collection April 18 through May 2”.

Attachments:

1. Lions Club White Cane Letter

BEVERLY HILLS LIONS CLUB



Beverly Hills, Michigan 48025



March 11, 2026

Carissa Brown
Beverly Hills Village Clerk
Village of Beverly Hills
18500 W. 13 Mile Road
Beverly Hills, MI 48025

Re: Lions Club White Cane Collection

Dear Carissa

The Beverly Hills Lions Club has designated April 18 through May 2 as the official time for the 2026 White Cane Collection campaign. Your local Lions Club is once again requesting the approval of the village to conduct a fund solicitation drive in Beverly Hills for that period. We will be soliciting primarily at the Corners Shopping Center in Market Fresh. I understand that this matter needs to be presented to the Village Council and ask that you take what steps are necessary to do so.

We are also respectfully requesting that the following notice be placed on the display sign outside the Village offices, provided there is no conflict:

Support Lions White Cane Collection April 18 through May 2

The funds raised during our white Cane Collection Drive will be used primarily to support activities and organizations related to sight and hearing-impaired individuals. The Leader Dog School for the Blind in Rochester, Michigan is our primary beneficiary. The Lions Club of Beverly Hills gladly supports many activities within the Village as well, such as, the Halloween Hoot, Memorial Day Fun Run and the High School Senior Scholarship Award. Thank you for your assistance in this matter.

Respectfully yours,

Dennis D. Alberts, Event Co-Chair
Beverly Hills Lions Club White Cane Collection





Agenda Item Summary

To: Village Council

From: Carissa Brown, Village Clerk

Re: *Consent Agenda - 7. Approve Lions Club Memorial Day Fun Run Request*

Date: March 17, 2026 - [Click to View Agenda](#)

Summary:

The Beverly Hills Lions Club is requesting use of several Village streets for their 42nd Annual Fun Run/ Fun Walk on Memorial Day, Monday, May 25, 2025 from 9:00 am to 10:00 am. They are also requesting that any permit fees be waived, as the Village has done in the past. Proceeds from the event support programs involved with helping the blind and hearing impaired, as well as Beverly Hills community charities. A map showing the proposed route is attached. A letter from the event chairperson, Courtenay Vining, is also attached. A Certificate of Liability Insurance, naming the Village of Beverly Hills as an additional insured, has been submitted to the Clerk's office.

Recommendation:

The Beverly Hills Village Council authorizes the Beverly Hills Lions Club to use the streets as detailed on the attached map on Monday, May 25, 2025 from 9:00 am to 10:00 am for their annual Memorial Day Fun Run and waives any permit fee provided that a Certificate of Liability Insurance naming the Village of Beverly Hills as an additional insured is filed with the Clerk's office.

Attachments:

1. Beverly Hills Lions Club Memorial Day Fun Run Request



We Serve

Beverly Hills Lions Club

Beverly Hills, Michigan, 48025

March 3, 2026

Carissa Brown
Beverly Hills Village Clerk
Village of Beverly Hills
18500 W. 13 Mile Road
Beverly Hills, MI, 48025

Re: Lions Club Memorial Day Fun Run

Dear Ms. Brown,

The Beverly Hills Lions Club would once again, greatly appreciate being able to use some of the streets as detailed on the attached map to facilitate our 42nd Annual Fun Run/Fun Walk on Memorial Day, Monday, May 25th, 2026.

The Beverly Hills Lions Club conducts this annual event to raise funds to help support programs involved with the blind and hearing impaired, as well as Beverly Hills Community charities. All proceeds from this event will go to these critical areas of concern. The Village has been so generous as to waive the fee to our club for this event in the past. We would greatly appreciate the Village's approval for the use of the streets. The race starts at 9:00 AM and we should be done by 10:00 AM at the latest.

I have also enclosed our insurance certificate for the Memorial Day Fun Run, Monday May 25th, 2026 with the Village of Beverly Hills as certificate holder. Please contact me at your convenience if you require any additional information. I look forward to hearing back from you on our request for the event.

Respectfully yours,

Courtenay Vining, Event Chair
Beverly Hills Lions Club Memorial Day Fun Run

Beverly Hills Lions Club Memorial Day Run Route



Beverly Hills Lions Club Memorial Day Walk Route





We Serve

Beverly Hills Lions Club Charities, Inc.

Beverly Hills Michigan, 48025
bhmi.lions.info@gmail.com · bhliions.org
501c3 Public Charity (ID #35-2226233)

Serving our community for over 50 years!

The Annual Memorial Day Fun Run/Walk Participants receive a commemorative T Shirt listing our major sponsors. First Place finisher in each age group is awarded a medallion. Age groups are separated for women and men. Bottled water and snacks are available to all participants as well. Funds raised by this event are used to support our local community.

PLEASE MAKE YOUR DONATION NO LATER THAN MAY 14, 2026.

Name: _____

Telephone: _____ email: _____

Fun Run Sponsorship Level:

\$100

\$200 _____

Name on T Shirt (please print)

\$400 _____

Name on T Shirt & Mile Marker (please print)

\$1,000 KEY Sponsor Gift – includes a sign at the event and a plaque for your wall.

Name on T Shirt (please print)

Other Amount: \$ _____

Fun Run Questions? Please contact Court Vining at (734) 945-0628 or e-mail courtenayvining@gmail.com

Make checks payable to: Beverly Hills Lions Club Charities, Inc.

Beverly Hill Lions Club Charities, Inc. is a 501(c)(3) Corp. ID 35-2226233

Please mail completed form with check payment to: **Beverly Hills Lions Club Charities, Inc.**
32351 Arlington Dr.
Beverly Hills, MI 48025

THANK YOU for your continued support!!

The Beverly Hills Lions Club



Agenda Item Summary

To: Village Council
From: Warren Rothe, Village Manager
Elizabeth Kutey, Finance Director
Peggy Linkswiler, Treasurer

Re: ***Business Agenda - 1. Approve BS&A Cloud Software Proposal***

Date: March 17, 2026 - [Click to View Agenda](#)

Summary:

The Village currently utilizes the **BS&A .NET platform** as its enterprise resource planning (ERP) system. This software platform supports a wide range of core municipal operations including accounting, payroll, accounts payable, tax administration, and utility billing.

The .NET platform was originally released in **2008** and has served the Village reliably for many years. However, the system is now approaching the end of its lifecycle as BS&A Software continues transitioning clients to its newer **cloud-based platform**.

BS&A has advised that the company's long-term development efforts are focused on the **BS&A Cloud system**, and future functionality improvements, integrations, and security enhancements will be concentrated on that platform.

Proposed Change

Administration is seeking Council authorization to transition the Village's ERP system from **BS&A .NET to BS&A Cloud**.

The Cloud platform provides the same core functionality currently used by the Village while modernizing the underlying technology and improving accessibility, security, and system maintenance.

Key features of the cloud platform include:

- Secure **web-based access** from any authorized device
- **Automatic software updates** without requiring local server maintenance
- Improved **data security and backup protocols**
- Enhanced **integration capabilities** with other municipal software systems, such as GIS.

- Reduced dependence on **local IT infrastructure**

The transition would involve migrating existing Village data to the cloud environment and implementing the updated software modules.

Additional Functionality and Operational Improvements

As part of the transition to **BS&A Cloud**, the Village will also implement two additional software modules that are not currently in use: **Purchase Orders** and **Employee Timesheets**.

Employee Timesheets

Currently, employee time reporting is tracked using a series of Excel spreadsheets. While this process has functioned adequately, it is labor intensive, prone to manual errors, and requires significant staff time to maintain and reconcile with payroll. The implementation of the BS&A Timesheets module will allow employees to enter their time directly into the system in a standardized format, streamlining payroll processing and improving recordkeeping accuracy.

Purchase Order System

The Village does not currently utilize a formal purchase order system within its financial software. Implementing the Purchase Orders module will allow departments to record expenditures at the time they are authorized rather than only when invoices are received and paid. This will provide a clearer picture of budget commitments throughout the fiscal year and improve the Village's ability to monitor spending relative to adopted budgets.

Employee Self-Service Portal

The cloud platform will also provide employees with access to a secure self-service portal. Through this portal, employees will be able to view pay information, review leave balances, and access other employment-related information directly within the system. This functionality improves transparency for employees while reducing administrative requests handled by Village staff.

Together, these additional modules represent a meaningful operational improvement and will allow the Village to move away from several manual processes that currently require significant staff time to manage.

Operational Benefits

Moving to the cloud platform offers several operational advantages:

Reduced IT Infrastructure Requirements

The Village will no longer need to host the ERP system on a local server environment, reducing hardware dependency and long-term maintenance costs.

Improved Reliability and Security

Cloud hosting provides enhanced system redundancy, security monitoring, and automated backup protocols managed by BS&A.

Better Remote Access

Authorized staff will be able to securely access the system remotely when necessary, which can improve operational flexibility and continuity during emergencies or remote work

situations.

Future Compatibility

As BS&A continues development of new features and integrations, those improvements will be designed primarily for the Cloud platform.

Implementation Timeline

If approved by Council, the transition will be implemented in coordination with BS&A staff with the goal of minimizing disruption to Village operations. Administration is targeting an **implementation window during the summer of 2026**, which will allow sufficient time for system configuration, data migration, and staff training prior to full deployment of the cloud platform.

Financial Impact:

The annual cost of the BS&A Cloud platform and associated modules is **\$42,235.50**. The **total implementation cost**, including one-time purchase, configuration, and training fees, is **\$65,850**. The total amount of the proposal is **\$108,085**, inclusive of the annual subscription cost.

Under the proposed agreement, a **down payment of \$31,300** is required upon signing. The remaining one-time implementation costs, along with the first year of the annual subscription cost, will be **budgeted and paid in Fiscal Year 2027**.

The required down payment will be **paid in Fiscal Year 2026** and has been incorporated into the **budget amendments currently under consideration by Council at tonight's meeting**

Recommendation:

BE IT RESOLVED, the Beverly Hills Village Council hereby accepts the proposal from BS&A Software LLC as presented.

Attachments:

1. BS&A Cloud Proposal

**Proposal for:
Village of Beverly Hills, Oakland County MI
March 05, 2026
Quoted by: Kyle Monthie**

Software and Services for BS&A Cloud Upgrade



Thank you for the opportunity to quote our software and services.

At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*

Cost Summary

Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count. Module fees are charged annually and include unlimited support.

Upgrade - Cloud Modules – Annual Fee

| Financial Management | | |
|------------------------------|-----------------|--------------------|
| GL-General Ledger | | \$3,880.00 |
| AP-Account Payable | | \$3,175.00 |
| CR-Cash Receipting | | \$3,545.00 |
| AR-Account Receivables | | \$2,955.00 |
| FA-Fixed Assets | | \$2,880.00 |
| | Total | \$16,435.00 |
| Personnel Management | | |
| PR-Payroll | | \$5,260.00 |
| | Total | \$5,260.00 |
| Community Development | | |
| BD-Building Department | | \$6,345.00 |
| | Total | \$6,345.00 |
| Property | | |
| TX-Tax | | \$3,510.00 |
| | Total | \$3,510.00 |
| Utility Billing | | |
| UB-Utility Billing | | \$4,920.00 |
| | Total | \$4,920.00 |
| | Subtotal | \$36,470.00 |

New Purchase - Cloud Modules - Annual Fee

Financial Management

| | | |
|-------------------|-------|------------|
| PO-Purchase Order | | \$3,255.00 |
| | Total | \$3,255.00 |

Personnel Management

| | | |
|---------------|-------|------------|
| TS-Timesheets | | \$2,510.00 |
| | Total | \$2,510.00 |

Subtotal **\$5,765.00**

Data Conversions/Database Setup

| | | |
|---|--------------|-------------------|
| PO-Manual Database Setup | | \$2,450.00 |
| Setup of Shipping, PO Types, Payment Terms, and Approvals | | |
| | Total | \$2,450.00 |

No Conversion or Database Setup for:

TS-Timesheets

Upgrade Implementation

Services include:

- Management of your upgrade by our dedicated upgrade team for a smooth shift from .NET to BS&A Cloud
- Assigned project coordinator works with you to create a project schedule aligned with your processes and needs
- How-to guides and select reference videos provided for your users to become familiar with relevant Cloud processes prior to your go-live.
- Preliminary conversion and validation performed by the Upgrade Team, validating data, balances, configurations, and related settings prior to your live upgrade.
- Final data extraction, upgrade and validation for your BS&A Cloud go-live.
- Module-specific data validation performed by domain experts in the dedicated Upgrade Team.
- Testing and implementation of existing customizations prior to go-live, preserving functionality and ensuring critical components are converted.
- Migration of key custom reports, enabling continuity in reporting for your municipality from .NET to Cloud.
- Automated configuration of users and security roles based on your prior setup in .NET.
- Conversion of approval workflows based on role-specific security, maintaining established processes.
- Training for all primary users on global functions of BS&A Cloud, such as navigation, searching, and reporting.
- Module-specific training for users of your municipality in their primary daily activities in BS&A Cloud.
- As applicable, configuration of existing hardware (barcode scanners, etc) for seamless integration with BS&A Cloud.
- As needed, transition from .NET Online Payments to cloud architecture configuration for uninterrupted payment processing.
- Prioritized support by the dedicated Upgrade Team for two weeks following your go-live, leveraging BS&A's best in class support system for case visibility and seamless transition to BS&A Customer Support following the hypercare period.

\$46,300.00

New Module Project Management and Implementation Planning

Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

Total

\$5,700.00

New Module Implementation and Training

- \$1,425/day
- Days quoted are estimates; you are billed for actual days used
- Training days quoted/billed in full day increments only

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Setup Days

| | | |
|----------------|---------------|------------|
| ITS Setup - FM | Setup Days: 2 | \$2,850.00 |
|----------------|---------------|------------|

| | |
|---------------------|----------------------|
| Total Setup Days: 2 | Subtotal: \$2,850.00 |
|---------------------|----------------------|

Implementation and Training Days

| | | |
|-------------------|------------------|------------|
| ITS Training - FM | Training Days: 3 | \$4,275.00 |
|-------------------|------------------|------------|

| | | |
|---------------------|------------------|------------|
| ITS Training - HRIS | Training Days: 3 | \$4,275.00 |
|---------------------|------------------|------------|

| | |
|------------------------|----------------------|
| Total Training Days: 6 | Subtotal: \$8,550.00 |
|------------------------|----------------------|

| | |
|---------------|--------------------|
| Total Days: 8 | Total: \$11,400.00 |
|---------------|--------------------|

Cost Totals

| | | |
|--|----------|-------------|
| Upgrade Modules – <i>Annual Fee</i> | Subtotal | \$36,470.00 |
| Cloud New Purchase – <i>Annual Fee</i> | Subtotal | \$5,765.00 |
| Data Conversions/Database Setup | Subtotal | \$2,450.00 |
| Upgrade Implementation | Subtotal | \$46,300.00 |
| Project Management and Implementation Planning | Subtotal | \$5,700.00 |
| Implementation and Training | Subtotal | \$11,400.00 |

Total Proposed **\$108,085.00**

The final invoice will reflect actual expenses following the completion of training activities based on the guidelines described below.

-
- \$160/\$185/\$225 per day hotel, varies by state
 - \$90 per day car rental
 - \$70 per day meals
 - \$730 per trip airfare/related expenses
 - \$0.70/mile round trip for drive distance
-

Payment Schedule

- 1st Payment: **\$31,300** to be invoiced upon execution of this agreement.
- 2nd Payment: **\$42,235** to be invoiced upon the subscription start date.
- 3rd Payment: **\$34,550** to be invoiced upon completion of training.



Agenda Item Summary

To: Village Council
From: Elizabeth Kutey, Finance Director

Re: ***Business Agenda - 2. Approve FY 2026 Budget Amendments***
Date: March 17, 2026 - [Click to View Agenda](#)

Summary:

In preparation for the Fiscal Year 2027 budget presentation and adoption by the Village Council, the Village Administration has developed several amendments to the Fiscal Year 2026 budget. These amendments will support the formulation and presentation of the Fiscal Year 2027 budget. The attached amendments reflect only the funds that require amendments.

In summary, the majority of these amendments are due to:

1. Reallocating DPW expenditures incurred that can and should be allocated across multiple funds.
2. Moving capital outlay budgets from department 900 in each fund to within various departments in each fund — this gives a clearer picture of the entire costs of the departments.

I will provide more details during the meeting.

Recommendation:

BE IT RESOLVED, the Beverly Hills Village Council hereby adopts the proposed Fiscal Year 2026 budget amendments as prepared by the Finance Director.

Attachments:

1. Budget Amendment Fund Summary
2. Budget Amendment Line Item Summary

3/17/2026

BUDGET AMENDMENT SUMMARY

AMENDMENTS

| Fund Name(s) | Fund number | | <u>Current</u> | <u>Proposed</u> | <u>Amended</u> | <u>Misc</u> |
|---------------------|--------------------|-------------------|-----------------------|------------------------|-----------------------|--------------------------|
| | | | <u>Budget</u> | <u>Change</u> | <u>Budget</u> | <u>Amendments</u> |
| General | 101 | Revenues | 4,173,279.00 | 0.00 | 4,173,279.00 | |
| | | Expenditures | 6,449,409.00 | -45,600.00 | 6,403,809.00 | -45,600.00 |
| | | Surplus/(Deficit) | -2,276,130.00 | 45,600.00 | -2,230,530.00 | 45,600.00 |
| Major Roads | 202 | Revenues | 998,827.00 | 0.00 | 998,827.00 | |
| | | Expenditures | 1,454,336.39 | 15,000.00 | 1,469,336.39 | 15,000.00 |
| | | Surplus/(Deficit) | -455,509.39 | -15,000.00 | -470,509.39 | -15,000.00 |
| Local Roads | 203 | Revenues | 1,515,511.00 | 0.00 | 1,515,511.00 | 0.00 |
| | | Expenditures | 2,655,294.05 | 37,790.00 | 2,693,084.05 | 37,790.00 |
| | | Surplus/(Deficit) | -1,139,783.05 | -37,790.00 | -1,177,573.05 | -37,790.00 |
| Public Safety | 205 | Revenues | 8,342,511.00 | 74,300.00 | 8,416,811.00 | 74,300.00 |
| | | Expenditures | 9,042,902.00 | 29,500.00 | 9,072,402.00 | 29,500.00 |
| | | Surplus/(Deficit) | -700,391.00 | 44,800.00 | -655,591.00 | 44,800.00 |
| Rubbish | 226 | Revenues | 1,176,145.00 | 8,000.00 | 1,184,145.00 | 8,000.00 |
| | | Expenditures | 1,151,772.00 | 0.00 | 1,151,772.00 | 0.00 |
| | | Surplus/(Deficit) | 24,373.00 | 8,000.00 | 32,373.00 | 8,000.00 |
| Water and Sewer | 592 | Revenues | 8,907,483.00 | 191,300.00 | 9,098,783.00 | 191,300.00 |
| | | Expenditures | 9,100,301.00 | 84,300.00 | 9,184,601.00 | 84,300.00 |
| | | Surplus/(Deficit) | -192,818.00 | 107,000.00 | -85,818.00 | 107,000.00 |
| | | | 4,740,258.44 | 152,610.00 | 4,587,648.44 | |

FY26 Proposed Budget Amendments
March 17, 2026 Council Meeting

| GL Account | Account Description | Fund | Original Budget | Budget Amendments | Amended Budget | Notes/Comments |
|---|--|---------|-----------------|-------------------|----------------|---|
| General Fund Revenue Amendments | | | | | | |
| | | General | | | - | |
| | <i>Net Revenue Amendment Increase (Decrease)</i> | | - | - | - | |
| General Fund Expenditure Amendments | | | | | | |
| 101-215-801.20 | RECODIFICATION SERVICES | General | - | 3,600 | 3,600 | adjust budget for ordinance updating fees |
| 101-248-801.00 | PROFESSIONAL SERVICES | General | 26,000 | 8,300 | 34,300 | BS & A Cloud implementation fees(downpayment) |
| 101-371-970.00 | BLDG DEPT CAPITAL OUTLAY | General | - | 57,500 | 57,500 | move budget from dept 900-new DPW truck purchased |
| 101-441-970.00 | DPW CAPITAL OUTLAY | General | 186,800 | 183,200 | 370,000 | move budget from dept 900-new bldg dept truck purchased |
| 101-751-970.00 | PARKS DEPT CAPITAL OUTLAY | General | - | 32,700 | 32,700 | move budget from dept 900 (Wendbrook property taxes) and adj budget for DPW purchases allocated |
| 101-900-971.02 | LAND-WENDBROOK CAPITAL OUTLAY | General | 31,200 | (31,200) | - | move budget to departmental capital outlay |
| 101-900-974.07 | LAND IMPROVEMENTS CAPITAL OUTLAY | General | 45,000 | (45,000) | - | move budget to departmental capital outlay |
| 101-900-977.00 | CAPITAL EQUIPMENT | General | 1,500 | (1,500) | - | move budget to departmental capital outlay |
| 101-900-977.41 | CAPITAL EQUIPMENT-DPW | General | 138,200 | (138,200) | - | move budget to departmental capital outlay |
| 101-900-983.01 | VEHICLES | General | 115,000 | (115,000) | - | move budget to departmental capital outlay |
| | | General | | | - | |
| | | | | | - | |
| | <i>Net Expenditure Amendment Increase (Decrease)</i> | | 543,700 | (45,600) | 498,100 | |
| | <i>General Fund Changes, Net of Revenues & Expenditures</i> | | | 45,600 | | |
| Major Road Fund Revenue Amendments | | | | | | |
| | | Major | - | | - | |
| | | | | | - | |
| | <i>Net Revenue Amendment Increase (Decrease)</i> | | - | - | - | |
| Major Road Fund Expenditure Amendments | | | | | | |
| 202-463-938.00 | VEHICLE LEASE COSTS | Major | - | 63,551 | 63,551 | Allocate FYTD fleet lease payments from general fund to other funds |
| 202-478-928.00 | SALT & SAND | Major | 56,650 | (28,551) | 28,099 | Move remainder of FY26 salt/sand budget to dept 463 |
| 202-478-940.01 | WINTER ROAD MAINTENANCE | Major | 26,356 | (20,000) | 6,356 | Move part of winter road maintenance budget to dept 463 |
| | <i>Net Expenditure Amendment Increase (Decrease)</i> | | 83,006 | 15,000 | 98,006 | |
| | <i>Major Road Fund Changes, Net of Revenues & Expenditures</i> | | | (15,000) | | |
| Local Road Fund Revenue Amendments | | | | | | |
| | | | | | | |
| | <i>Net Revenue Amendment Increase (Decrease)</i> | | - | - | - | |
| Local Road Fund Expenditure Amendments | | | | | | |
| 203-463-794.00 | NON-CAPITAL EQUIPMENT | Local | - | 25,000 | 25,000 | Allocation of FYTD fleet lease payments from general fund to other funds |
| 203-463-916.02 | EDUCATION AND TRAINING | Local | - | 1,000 | 1,000 | CDL course fees |
| 203-463-916.02 | TREE REMOVAL AND MAINTENANCE | Local | 225,000 | (30,000) | 195,000 | Reallocate budget |
| 203-463-938.00 | VEHICLE LEASE COSTS | Local | - | 50,000 | 50,000 | Allocate FYTD fleet lease payments from general fund to other funds |
| 203-463-940.00 | EQUIPMENT RENTAL | Local | 2,142 | 15,000 | 17,142 | Adjust budget |
| 203-478-934.59 | WINTER ROAD MAINTENANCE | Local | 23,210 | (23,210) | - | Budget cancellation |
| | <i>Net Expenditure Amendment Increase (Decrease)</i> | | 250,352 | 37,790 | 288,142 | |
| | <i>Local Road Fund Changes, Net of Revenues & Expenditures</i> | | | (37,790) | | |

FY26 Proposed Budget Amendments
March 17, 2026 Council Meeting

| GL Account | Account Description | Fund | Original Budget | Budget Amendments | Amended Budget | Notes/Comments |
|---|--|---------------|------------------|-------------------|------------------|---|
| Public Safety Fund Revenue Amendments | | | | | | |
| 205-000-507.00 | DOJ BULLETPROOF VEST GRANT | PS | - | 600 | 600 | recognize grant revenue |
| 205-000-543.00 | CRIMINAL JUSTICE TRAINING PA 302 | PS | 5,030 | 24,000 | 29,030 | recognize grant revenue |
| 205-000-543.10 | OTHER STATE GRANTS | PS | - | 20,000 | 20,000 | recognize revenue for police academy grant funds |
| 205-000-687.00 | REFUND/REBATES/MUNI SERV GRANT | PS | - | 29,700 | 29,700 | reimbursement to Village for auto insurance claim |
| | <i>Net Revenue Amendment Increase (Decrease)</i> | | 5,030 | 74,300 | 79,330 | |
| Public Safety Fund Expenditure Amendments | | | | | | |
| 205-345-736.00 | UNIFORMS/CLOTHING ALLOWANCE | PS | 42,848 | 18,000 | 60,848 | bulletproof vest purchases(not expected to be grant funded) |
| 205-345-801.00 | PROFESSIONAL SERVICES | PS | 8,570 | 11,500 | 20,070 | BS & A Cloud implementation fees(downpayment) |
| 205-345-970.00 | CAPITAL OUTLAY | PS | - | 879,587 | 879,587 | move budget from dept 900 |
| 205-345-970.00_26-BLD_CARP | CAPITAL OUTLAY-CARPORT | PS | - | 100,000 | 100,000 | move budget from dept 900 |
| 205-900-975.05 | BUILDING, BUILDING IMPROVEMENTS | PS | 257,000 | (257,000) | - | move budget to departmental capital outlay |
| 205-900-980.01 | OFFICE EQUIPMENT/FURNITURE | PS | 50,000 | (50,000) | - | move budget to departmental capital outlay |
| 205-900-980.05 | EQUIPMENT - PUBLIC SAFETY | PS | 512,787 | (512,787) | - | move budget to departmental capital outlay |
| 205-900-981.00 | CAPITAL VEHICLES PURCHASES | PS | 145,800 | (145,800) | - | move budget to departmental capital outlay |
| 205-900-985.01 | CAPITAL P.S. RADIO EQUIPMENT | PS | 14,000 | (14,000) | - | move budget to departmental capital outlay |
| | <i>Net Expenditure Amendment Increase (Decrease)</i> | | 1,031,005 | 29,500 | 1,060,505 | |
| | <i>Public Safety Fund Changes, Net of Revenues & Expenditures</i> | | | 44,800 | | |
| Rubbish Collection Fund Revenue Amendments | | | | | | |
| 226-000-665.00 | INTEREST F/INVESTMENTS | RUBBISH | 5,000 | 8,000 | 13,000 | Adjust interest revenue budget |
| | <i>Net Revenue Amendment Increase (Decrease)</i> | | 5,000 | 8,000 | 13,000 | |
| Rubbish Collection Fund Expenditure Amendments | | | | | | |
| | <i>Net Expenditure Amendment Increase (Decrease)</i> | | - | - | - | |
| | <i>Rubbish Collection Fund Changes, Net of Revenues & Expenditures</i> | | | 8,000 | | |
| Water and Sewer Fund Revenue Amendments | | | | | | |
| 592-000-455.00 | SPECIAL ASSESS TAXES-DELINQUENT WATER | Water & Sewer | - | 121,300 | 121,300 | Recognize revenue for delinquent water bills placed on tax roll |
| 592-000-665.00 | INTEREST F/INVESTMENTS | Water & Sewer | 30,000 | 70,000 | 100,000 | adjust budget |
| | <i>Net Revenue Amendment Increase (Decrease)</i> | | 30,000 | 191,300 | 221,300 | |
| 592-228-933.01 | BS & A SOFTWARE SOFTWARE ANNUAL SUPPORT FEE | Water & Sewer | 2,000 | (2,000) | - | Cancel budget-fees are paid out of dept 540 |
| 592-228-933.04 | BADGER SERVICE CONTRACT | Water & Sewer | 7,000 | (7,000) | - | Cancel budget-fees are paid out of dept 540 |
| 592-540-716.00 | DEFINED CONTRIBUTION PENSION PLAN | Water & Sewer | 12,810 | 1,500 | 14,310 | Adjust budget |
| 592-540-801.00 | PROFESSIONAL SERVICES | Water & Sewer | 20,600 | 11,600 | 32,200 | BS & A Cloud implementation fees(downpayment) |
| 592-540-810.09 | AUDIT FEES | Water & Sewer | - | 30,000 | 30,000 | Adjust budget for audit fees alloc to W & S fund |
| 592-543-970.00 | CAPITAL OUTLAY | Water & Sewer | - | 1,735,000 | 1,735,000 | move budget from dept 900 |
| 592-900-972.07 | WATER METERS | Water & Sewer | 600,000 | (600,000) | - | move budget to departmental capital outlay |
| 592-900-973.03 | WATER SERVICE LINE VERIFICATIONS | Water & Sewer | 125,000 | (125,000) | - | move budget to departmental capital outlay |
| 592-900-973.03 | WATER & SEWER RESERVE | Water & Sewer | 1,000,000 | (1,000,000) | - | move budget to departmental capital outlay |
| 592-900-977.44 | BS & A CLOUD SOFTWARE FEES | Water & Sewer | 10,000 | (10,000) | - | move budget to departmental capital outlay |
| 592-906-992.65 | INTEREST EXPENSE - EVERGREEN FARMINGTON DRAIN | Water & Sewer | 21,709 | 50,200 | 71,909 | Correct the budget for debt interest costs |
| | <i>Net Expenditure Amendment Increase (Decrease)</i> | | 1,799,119 | 84,300 | 1,883,419 | |
| | <i>Water & Sewer Fund Changes, Net of Revenues & Expenditures</i> | | | 107,000 | | |



Agenda Item Summary

To: Village Council
From: Elizabeth Kutey, Finance Director
Warren Rothe, Village Manager

Re: ***Business Agenda - 3. Consider Introduction of General Fund Balance Policy***

Date: March 17, 2026 - [Click to View Agenda](#)

Summary:

What Is General Fund Balance?

A fund balance represents the difference between a government's assets and liabilities within a particular fund. In the General Fund, this balance functions similarly to a savings account for the Village. It accumulates over time when revenues exceed expenditures and can be used to address unexpected needs or financial challenges.

The portion most often referenced in financial policies is the **unassigned fund balance**, which represents resources that are not restricted for a specific purpose and are available to support general governmental operations.

Maintaining an adequate level of unassigned fund balance helps ensure the Village can respond to financial disruptions while continuing to provide services.

What Is a Fund Balance Policy?

A General Fund balance policy establishes guidelines for the amount of reserve the Village should maintain in its General Fund. The policy typically identifies:

- A minimum reserve level the Village should maintain
- A target range for fund balance levels
- Circumstances under which fund balance may be used
- Expectations for restoring reserves if they fall below established levels

By adopting a policy, the Village Council provides a consistent framework for managing financial reserves and promoting responsible fiscal planning over time.

Professional organizations such as the Government Finance Officers Association recommend

that local governments adopt formal fund balance policies as a best practice in financial management.

Why Maintaining Reserves Is Important

- Reserves allow the Village to respond to unexpected events such as economic downturns, infrastructure failures, legal costs, or emergency expenditures.
- Municipal revenues are often received at specific times during the year, while expenses occur continuously. Fund balance provides liquidity so the Village can meet obligations throughout the year
- Adequate reserves allow the Village to address short-term revenue fluctuations without sudden service reductions or emergency tax increases.
- A written policy promotes consistent decision-making and demonstrates to residents, auditors, and other stakeholders that the Village manages public resources prudently.

Why Beverly Hills Requires a Tailored Approach

In many communities, the General Fund supports all major municipal services, including public safety. In Beverly Hills, however, the Village Charter allocates the majority of property tax millage to a separate Public Safety Fund.

As a result:

- General Fund operating expenditures are relatively modest (approximately \$4.4 million annually)
- A traditional reserve guideline of 20% of expenditures would equal roughly \$880,000

While this level meets common benchmarks, it represents a relatively small financial cushion for General Fund operations and does not fully reflect the Village’s fiscal capacity or exposure to revenue disruptions. In other words, a standard "20%" rule does not fully reflect the Village's actual fiscal risk.

For this reason, the proposed policy supplements the traditional benchmark with an additional reserve component tied to the Village’s tax base.

Proposed Policy Framework: “20% Plus One Mill”

The proposed General Fund Balance Policy establishes the following reserve structure:

Minimum Reserve

The Village will maintain an unassigned General Fund balance equal to:

- 20% of General Fund operating expenditures, plus
- The value of one mill of taxable value

Currently, the value of one mill of Village taxable value is estimated at approximately \$830,000. When combined with the traditional 20% benchmark, the policy results in a reserve level of approximately \$1.7 million, or roughly four to five months of General Fund operations.

Why One Mill Is Used as a Benchmark

Using the value of one mill as part of the reserve calculation provides several advantages:

- It is a clear and easily understood measure tied directly to the Village's tax base
- It reflects the potential impact of revenue disruptions such as economic downturns, assessment appeals, or Headlee rollbacks
- It adjusts automatically over time as taxable value changes, avoiding the need to frequently revise fixed dollar targets

This approach aligns reserve levels with the Village's underlying fiscal capacity while maintaining a conservative financial posture.

Target Reserve Range

In addition to the minimum reserve requirement, the policy establishes a target operating reserve range of:

- 20% to 30% of General Fund operating expenditures, plus the value of one mill

Balances exceeding the upper end of this range may be considered for one-time investments, capital needs, or other strategic purposes as directed by the Village Council.

Relationship to the Public Safety Fund

The Village maintains a substantial fund balance within its Public Safety Fund. However, those resources are dedicated to police and fire operations and cannot be used to support General Fund services such as administration, facilities, elections, and other governmental functions.

Accordingly, General Fund reserve levels must be evaluated independently to ensure adequate financial protection for those operations.

Conclusion

Adopting a formal General Fund Balance Policy establishes clear expectations for maintaining appropriate financial reserves while recognizing the Village's unique charter structure.

The proposed "20% plus one mill" framework preserves a widely accepted benchmark while ensuring the Village maintains a meaningful and scalable financial cushion. Together, these

provisions promote long-term fiscal stability, transparency, and responsible stewardship of public resources.

Recommendation:

Review the proposed general fund balance policy and provide direction.

Attachments:

1. Draft Fund Balance Policy

Village of Beverly Hills
General Fund Balance Policy
Adopted: XX/XX/2026

1. Purpose

The purpose of this policy is to establish prudent guidelines for maintaining an adequate General Fund balance to ensure the Village's ongoing financial stability, provide sufficient liquidity for cash-flow needs, mitigate revenue volatility, and prepare for unforeseen emergencies or economic disruptions.

Due to the Village's voter-approved and charter-mandated millage structure—under which Public Safety operations are financed through a separate fund—the General Fund supports a comparatively narrow but critical range of governmental services. This policy is intended to ensure that General Fund reserves remain sufficient relative to the Village's overall fiscal risk and revenue base.

This policy is intended to set targets for the desired level of unassigned General Fund balance and maintain such levels. However, the Council, in accordance with the Village Charter and applicable State law, reserves the right to appropriate funds from unassigned General Fund balance for emergencies and other requirements the Council believes to be in the best interest of the Village.

2. Definitions

- **Unassigned Fund Balance:** The portion of the General Fund balance available for any lawful purpose, as defined by Governmental Accounting Standards.
- **General Fund Operating Expenditures:** Budgeted operating expenditures of the General Fund, excluding capital outlays and interfund transfers.
- **Value of One Mill:** The estimated annual General Fund revenue generated by one (1.0) mill of taxable value, calculated annually using the Village's certified taxable value.

3. Fund Balance Targets

A. Minimum Fund Balance Requirement

The Village shall maintain an unassigned General Fund balance **no less than an amount equal to:**

- **Twenty percent (20%) of General Fund operating expenditures, plus**
- **The value of one (1.0) mill of General Fund revenue**

This level represents the minimum acceptable reserve necessary to support cash-flow needs, absorb short-term revenue disruptions, and address non-public-safety operational emergencies.

B. Target Fund Balance Range

The Village's **target operating reserve** for the General Fund shall be:

- **Between 20% and 30% of General Fund operating expenditures, plus**
- **The value of one (1.0) mill of General Fund revenue**

Maintaining reserves within this range reflects sound fiscal management while recognizing the Village's limited General Fund millage capacity and exposure to revenue volatility.

C. Upper Limit Guideline

The unassigned General Fund balance should **generally not exceed**:

- **Thirty percent (30%) of General Fund operating expenditures, plus**
- **The value of one (1.0) mill of General Fund revenue**

Balances exceeding this level may be considered for one-time uses, capital investments, tax stabilization, or other strategic purposes, subject to Village Council direction.

4. Use of Fund Balance

Use of unassigned General Fund balance **below the target range** should be limited to:

- Non-recurring expenditures
- Revenue stabilization during economic downturns
- Emergency events or unforeseen circumstances
- Time-limited strategic investments approved by the Village Council

Ongoing operating expenditures shall not be structurally dependent on fund balance.

5. Replenishment of Fund Balance

In the event the unassigned General Fund balance falls below the minimum required level, the Village Manager shall present a plan to the Village Council outlining a strategy and reasonable timeframe to restore fund balance in compliance with this policy.

6. Review and Amendment

This policy shall be reviewed periodically as part of the annual budget process and may be amended by the Village Council as financial conditions, risk exposure, or governing regulations evolve.



Agenda Item Summary

To: Village Council
From: Warren Rothe, Village Manager

Re: ***Business Agenda - 4. Public Hearing & Resolution Authorizing Submission of a DNR Trust Fund Grant Application***

Date: March 17, 2026 - [Click to View Agenda](#)

Summary:

Staff is seeking Village Council authorization to submit a grant application to the **Michigan Department of Natural Resources (DNR) Trust Fund** to support improvements to the wooded areas and trail network within Beverly Park. The Trust Fund program provides grants for the development and enhancement of public recreation facilities. The Village would be requesting **\$300,000** in grant funding toward a project with an estimated total cost of **\$600,000**. A public hearing is required by the DNR.

The proposed project is derived from the [Beverly Park Vision Plan](#) and focuses on improving the park's wooded areas and trail connectivity while protecting the ecological character of the site. Proposed elements of the project include continued invasive species management in the wooded areas, installation of native understory plantings and habitat improvements, and development of **ADA-compliant trail connections to park amenities**, including the installation of a **boardwalk system through the wooded wetland area** to allow year-round use of the trail loop. Primary paths would be designed to support both pedestrian use and the maintenance or service vehicles needed to support park operations and events.

Additional improvements would include updated entry signage, a coordinated park signage and wayfinding hierarchy to help orient visitors throughout the park, and interpretive signage that educates visitors about the unique features of the park's wooded wetland ecosystem. The project would also create a cohesive set of accessible walking path loops that connect the park's amenities and provide opportunities for recreation and exercise.

Council approval of the attached resolution will authorize staff to submit the grant application on behalf of the Village. The deadline to submit the application is April 1 of this year. If the grant is awarded, staff will return to Council for authorization prior to proceeding with final project design and construction commitments. The grant would not be awarded until late

2026, with a grant agreement expected in spring of 2027. Awards can be spent over a two-year period, making the 2028 fiscal year the earliest construction could begin.

The Beverly Park 2025 Plan is included for your reference.

Recommendation:

Conduct the public hearing and consider adopting the attached resolution authorizing the submission of a grant application to the Department of Natural Resources Trust Fund program.

Attachments:

- 1. DNR Trust Fund Application Resolution
- 2. Beverly Park 2050 Plan

**VILLAGE OF BEVERLY HILLS
OAKLAND COUNTY**

**RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE
MICHIGAN DEPARTMENT OF NATURAL RESOURCES TRUST FUND PROGRAM**

WHEREAS, the Beverly Hills Village Council supports the submission of an application titled *Beverly Park Woods & Trail Project* to the Michigan Department of Natural Resources Trust Fund Program for development of recreational opportunities and pathways at Beverly Park; and,

WHEREAS, the proposed application is supported by the Village’s 5-Year Approved Parks and Recreation Plan; and,

WHEREAS, the Beverly Hills Village Council is hereby making a financial commitment to the project in the amount of \$300,000 matching funds, in cash.

NOW THEREFORE BE IT RESOLVED, that the Beverly Hills Village Council hereby authorizes submission of a Natural Resources Trust Fund Program Application for \$300,000, and further resolves to make available its financial obligation amount of \$300,000 of a total \$600,000 project cost, during the 2027-2028 fiscal year.

AYES:

NAYES:

ABSENT:

RESOLUTION ADOPTED

I HEREBY CERTIFY that the foregoing is a Resolution duly make and passed by the Village Council of the Village of Beverly Hills at their regular meeting held on March 17, 2026, at 7:00 p.m. in Oakland County, with a quorum present.

Carissa Brown, Village Clerk

Beverly Park Vision Plan

Village of Beverly Hills, Michigan
January 2025

PURPOSE

The Village of Beverly Hills, recognizing the cultural and recreational importance of Beverly Park, prepared a new long-range Vision Plan to guide investment in, and improvement of, the park. The planning effort was led by the Beverly Park 2050 Visioning Project Committee (Project Committee) and included a range of public engagement opportunities. Specific recommendations for improvement are illustrated and allow for phased implementation, with flexibility for refinement and amendment over time.

Through the planning process, the Project Committee and the community identified key values that guide the plan, including:

- **SITE ACCESSIBILITY:** Beverly Park should be universally accessible for users of all ages and abilities, including trails, ballfields, courts, pavilions, play areas.
- **BALANCED APPROACH:** Additional activities and amenities can add to the usability of (and interest in) the park, but should be accomplished in a sensitive manner that does not sacrifice the existing park character to over-development.
- **SUPPORT the COMMUNITY:** Beverly Park should continue to be a place for community-wide events, like the Halloween Hoot, Memorial Day Parade and Carnival, and music performance, while remaining a community place for meeting friends, appreciation of nature and art, exercise, children's play, baseball leagues and other daily activities.

The resulting Beverly Park Vision Plan is intended to be used as a guide for the location and type of park improvements, a menu of potential improvement opportunities from which the community can move forward with, and a base from which outside funding grants can be sought.

PROCESS

Park Assessment: Condition and Use

The planning process began in the spring of 2024 with an assessment of the use and condition of the park grounds and recreation amenities.

The planning team collected mapping data and record information on the park, including the original deed for the property, stormwater maps, soils maps, and the Community Recreation Plan (adopted on December 6, 2022).

The planning team visited the project site to determine the condition of the site, including barrier-free access, stormwater management, woodland habitats, and existing passive and active facilities. In general terms, the park is well maintained and has a good balance of active and passive uses and amenities: its great condition reflects the value that the community places upon it. Specific findings include:

1. Paths and Connections

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The existing path network includes wood chip paths, concrete sidewalks, and gravel paths that are also used as maintenance and service drives. Wood chip and gravel paths require regular maintenance, which the community provides.

As noted elsewhere, the path system is not universally accessible and does not provide a paved connection to many park amenities.

2. Ballfields

The existing ballfields are used extensively by youth baseball leagues, and their existence is included in the requirements of the deed recorded when the park was established. The ballfields include stone dust infields, natural turf outfields, backstops and fences, and covered benches. The diamonds are oriented with the home plate to the east side of the fields, which is not considered a suitable orientation for batters when space allows for alternatives. Generally, the field and facilities are in fair condition but are showing signs of wear and age.

3. Athletic Courts

The park includes two tennis courts, a basketball court, a sand volleyball court, and a concrete table tennis platform. The tennis courts are in fair condition but have some drainage issues due to limited court slopes and plugged drains. The basketball court paving is uneven/cracked and is in need of replacement or resurfacing.

The court areas are not connected to the path system and are not considered accessible. There is limited seating and gathering space in the court area.

4. Entrance, Parking and Pavilion

The northern edge and park entrance provide a dignified and welcoming character to the park. While the parking lot needs repair and resurfacing, the arrival experience is positive and well organized. The park pavilion is well maintained and in good condition. The pavilion provides a large covered eating area, bathrooms, water fountain, and some equipment storage.

5. Children's Play Area

The children's play area at the north end of the site is a popular location for local families with small children. The structure and related equipment were installed approximately 20 years ago, which is a typical life span for play equipment to stay current with safety and accessibility guidelines and play trends.

The Village obtained a grant to update and replace the equipment within the current footprint of the playground and the work is scheduled for construction in 2025.

6. Disc Golf

Though not always obvious to casual observers, the disc golf course sees regular use and has a loyal group of supporters who take responsibility for the course layout and monitoring of course conditions.

7. Sledding Hill

The two-sided sledding hill on the south end of the park is a well-known favorite part of the park for many users. In the warmer seasons, the hill is used as part of the disc golf

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course, and casually used as an elevated place to observe park activity, exercise, and socialize.

8. Site Landscape

Wooded Wetland

The large, wooded area on the western half of the park contains mature trees, understory plants, a mountain bike loop path, and a wood chip path. While the wood chip path provides an opportunity for restorative walks through the woods, it is not universally accessible.

The condition of the woodland has been assessed over the years and is part of a current arboricultural study of the Village. Earlier studies of the woodland concluded:

- The wooded wetland serves a valuable ecological function. A portion contains trees that have adapted to wet conditions.
- Construction of swales or any stormwater system within the flooded wooded area will result in tree removal and could cause damage.

The woodland drains from the east toward the west. In the western part of the woodland, a swale flows toward a storm drain located on the western property boundary. The wood chip path traversing the woodland slows the drainage of the woodland. A review of stormwater drainage plans and existing soil boring data from the park was conducted. Given the soil conditions and high water table of the area, the opportunity for encouraging infiltration of stormwater is very limited.

The planning team delineated the assumed limits of the wooded wetland to gain a deeper understanding of the site conditions. The investigation indicated that the wetland portions of the woodland are likely regulated by state law. In this case, any efforts to deliberately change the water hydrology and topography of the site would not be allowed without a permit from the State of Michigan. Soils mapping of the site further indicated the pervasive presence of soils normally associated with wetlands.

Woodland Pond

There is a small pond at the center of the park that provides open water and riparian edge habitat. The pond was dredged within the past 20 years to maintain enough depth to sustain open water (which is typically at least 6-feet deep.) The pond has a gazebo adjacent and sculptural art.

Stormwater Basin/Skating Area

There are two shallow depressions south of the tennis courts which provide a place for stormwater to collect from the tennis courts. These areas have been used as ice skating rinks in the past. The base of the depression remains saturated and wet most of the year.

9. Site Context

The northern edge of the park borders Beverly Road, which provides visual, pedestrian, and vehicular access to the park.

The southern and western edges of the park are residential in use and the backyard of these adjacent homes abuts the park boundary. In the eastern edge of the park is Allerton

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Drive, which directly abuts the park; however, the park includes a fence along this edge to discourage the use of Allerton Drive for parking by park visitors.

Two secondary pedestrian entries lead into the park, one on the south, which connects to the neighborhood, and one on the southeast, which connects to Beverly Elementary School.

Public Engagement

The planning process directly engaged the community in a wide variety of settings to solicit input on the important elements of the park, what the park needs, and how the proposed ideas fit within the park.

The process started with a Kick-off Meeting on May 1, 2024, with the Project Committee during which the team discussed the goals for the planning process, project schedule, and background on the park. Throughout the planning process the Project Committee continued to guide the planning efforts and decisions for the park, helping to interpret public input and ensure that the community's needs would be met with the evolving plan. The following engagement activities took place during the planning process:

1. Pop-Up Workshop, May 27, 2024

To reach community members who normally do not attend public meetings, the planning team used an outreach tool referred to as a “Pop-Up Workshop,” where we take the workshop to the site. A Pop-Up Workshop was held at the park on Memorial Day, May 27, 2024, during which the planning team interacted with park visitors and community members by asking a set of brief questions and engaging in mapping exercises.

Community members were asked to identify their favorite parts of the park, and to list any park program elements they would like to see added or improved upon. Participants included small children, parents, young adults, and older residents. Key park areas that people found valuable include the ballfields, the woods, walking paths, bike trails, the sledding hill, and the playgrounds. Many expressed support for all the park elements, and the community clearly values the park for its recreational opportunities and wooded character. As for ideas for improving the park, community members asked for better ballfields, increased accessibility of the playground and trails for disabled users of the park, playground upgrades, and new court areas to include pickleball.

2. Public Workshop, June 10, 2024

Following the initial investigations and the Pop-Up Workshop, the planning team developed a concept plan for park development that included a series of improvements as a menu of potential upgrades. To supplement the concept plan, a set of photographic images of similar park improvements helped illustrate the intent of the recommended improvements.

The concept plan and image boards were presented at the Public Workshop conducted on June 10, 2024, at Beverly Park. The workshop was structured as an interactive meeting that allowed participants to openly comment on the plans presented, offer input as to preferences, and help in the development of new ideas for the plan. New park improvements shown on the concept plan included expanded children’s play area, a play

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area intended for older children, a new performance space built into the north side of the sledding hill, reoriented and reconstructed ballfields overlaid by a soccer field, new courts including pickleball, a new maintenance building, improved and expanded paths, a new maintenance building, and access to the pond for fishing or nature study.

Input gathered at the meeting included support for new ballfields (with some displeasure expressed at adding soccer), new court areas, and trail/boardwalk improvements. Participants were asked to comment on what they would change about the plan, and a number of people advocated for relocating the bike trail out of the woods, and some called for expanded parking and a second bathroom in the center of the site. Asked what the plan lacked, participants responded that the park needs more benches, tables, grills, and places for social gatherings. There was limited support for an outdoor performance space at the sledding hill.

3. Online Engagement

Following the Public Workshop, the concept plan and image boards were posted online on the Village of Beverly Hills website. Over a period of weeks, community members submitted comments about the plan. This allowed individuals to spend more time reviewing the plan and documenting their ideas and concerns.

Over 40 people responded with comments about the concept plan. Many of the issues brought up by participants reflected two sides of the same issue. For instance, respondents were about evenly split on the plan being overdeveloped with too many new amenities, and the plan being the right balance of new and old activities within the park. Also, many noted that the expanded trail network would improve accessibility and opportunities for walking, while others felt like there were too many paths.

Most respondents believed that the addition of soccer is unnecessary given the existence of fields on other sites in the area, and some expressed concern about the potential conflicts with baseball use. These issues include omitting outfield fencing to allow soccer, increased difficulty in scheduling the use of the field, and additional stress and wear on the field conditions due to higher levels of use. Though the idea of adding soccer was worth consideration, the community felt that this action was unnecessary and would compromise the utility and value of both soccer and baseball.

Many expressed an interest in adding parking to the site, but did not support adding parallel spaces along Beverly Road as a solution. The health of the woods, the expansion of naturalized areas, and the management of stormwater were among the frequent topics supported and discussed.

4. Public Workshop, September 18, 2024

Based on the comments that were provided through the online posting of the concept plan, an overlay highlighting changes to the plan was prepared to review as part of the Public Workshop held on September 9, 2024, at Beverly Park. Overall, the changes proposed for the plan were supported by the public in attendance.

Participants were asked to provide feedback on their priorities for park improvements.

The three top improvements supported by the public as priorities include:

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- New ballfields and an adjacent multipurpose pavilion
- Boardwalk through the woods and related accessible paths
- Naturalization of the landscape of the park

In the second tier of priorities, the community supported:

- Adventure play/teen focused opportunities
- Parking improvements
- Protecting the woodlands and wetlands

THE PLAN

Through a robust public engagement process and the thoughtful guidance of the Project Committee, the resulting Vision Plan for Beverly Park balances the need to respect and care for existing park amenities, while thoughtfully updating the park with new activities, renovated recreation facilities, and improved connections.

The improvements to the park can be categorized into Project Areas that are considered logical individual phases that can be funded and built discreetly. For instance, the ballfields area is an important segment of the park that could become a single project area. Other improvements, such as increasing universal access to park facilities, could be built as a particular area of the park is being upgraded.

The recommended park improvements and project areas include:

1. Parking Lot

- Seal coat and restripe parking for perpendicular parking to add approximately 20 spaces to the existing lot.
- Continue to use parking at Beverly Elementary School as overflow capacity during peak demand periods.
- Monitor pavement conditions to determine when repaving is necessary.
- Consider the value of expanding the parking lot to the south in the future.

2. The Woods and Paths

- Continue efforts at managing the invasive species in the woods, particularly the understory plants like buckthorn.
- Install native understory plantings and habitat improvements in the wooded area
- Develop ADA-compliant connections to all park amenities, as part of implementing improvements to those areas of the park. Primary paths will need to be designed to support maintenance and service vehicles.
- Provide entry signage updates and create a signage and wayfinding hierarchy of signs to help orient visitors around the park.
- Create a cohesive set of walking path loops that connects the park amenities and provides accessible exercise.
- Install a helical pier post boardwalk system to traverse over the flooded wooded zone so the walking trail loop can be used year-round, and support service vehicles needed for park maintenance and events. Include social gathering places along the wooded boardwalk.
- Educate the public about the unique features of a wooded wetland using interpretive signage.

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- Continue to support use of the park by the local schools for cross-country events, and by the entire community for special events such as the Halloween Hoot.
3. Ballfields
 - Reorient fields to improve quality of play.
 - Maintain natural turf outfield but upgrade the infield to artificial grass.
 - Include outfield fences, backstops, upgraded dugouts.
 - Construct a new multipurpose building that could provide space for covered gathering, bathrooms, storage, and food preparation/vendor space.
 - Regrade site and install drains to improve drainage and stormwater management.
 4. Recreation Courts
 - Reconstruct the courts in a location that allows space for future parking expansion.
 - Include two tennis courts, one volleyball court, two pickleball courts and two basketball courts.
 - Provide for social gathering at the core of the court area.
 - Design the basketball courts to allow for use as an ice-skating rink in the winter months.
 - Add walks to make each court area accessible by users of all abilities.
 5. Pavilion
 - Continue to maintain the pavilion.
 - Create a new patio on the south side of the pavilion to expand capacity and provide space to manage small scale performances.
 6. Children's Play
 - Upgrade the play equipment pursuant to the current grant project.
 - Create a shade shelter, play court, and maintained play field to supplement the play experience (long-term).
 - Add barrier-free parking spaces along Beverly Road to improve accessibility of play area.
 7. Adventure Play
 - Create an adventure focused play area (southern edge of the woods) using natural materials and including challenging elements to appeal to older children.
 8. Bike Track
 - Shift the bike trail out of the woodland and install a bike "pump track" that incorporates the south side of the sledding hill. The pump track style bike facility adds challenging, skill-building experiences in a relatively compact area and can appeal to a range of users.
 9. Pond and Fishing Pier
 - Investigate the possibility of using the natural springs in the area to refresh the water quality of the pond. Determine water depths. Supplement the fish population with species appropriate for conditions.
 - Install a boardwalk pier to promote access to the water for fishing, observing wildlife, and relaxing.

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10. Disc Golf/Sledding Hill/Fitness Trail

- Evolve and adapt the disc golf course to fit within the new park amenities, use areas, and naturalized landscapes. These alterations are relatively minor and should incorporate the input of golfers.
- Encourage the year-round use of the sledding hill for sledding, cross country, exercise, and disc golf.
- Study opportunities to make the sledding hill more accessible for all users.
- Maintain a lawn area east of the sledding hill to allow for informal field games.
- Expand the fitness stations along the eastern walking path to create a full-fledged fitness challenge course, including a critical mass of muscle strengthening activities, linked to the sledding hill.

11. Maintenance and Stewardship

- Promote stewardship through citizen science events, nature walks, and spaces for passive recreation and relaxation. Continue efforts at managing the invasive species in the woods, particularly the understory plants like buckthorn.
- Expand the naturalized landscape areas. The plan indicates substantial areas which are recommended to be consciously naturalized and native landscapes introduced. Like sidewalk and access improvements, these changes in the landscape can be integrated over time as each area of the park is upgraded.
- Install a small garage for storage of landscape maintenance and park equipment.

IMPLEMENTATION

As described above, specific project areas were identified as potential phases for park improvements. An Opinion of Probable Project Costs was prepared to assess the relative budget required to implement each project area. These costs are presented as a range to reflect the current conceptual status of the design and acknowledge that within each project there are opportunities to select materials and design approaches that may reduce or increase the cost of the project. The costs are based on utilizing contracted services, and do not include the discount for volunteer labor to achieve some of the project elements. The range of costs provided include construction costs, as well as “soft costs” associated with these types of projects, such as site survey, construction materials testing and inspection, final design and engineering, and permits.

There are several considerations to be weighed in the final determination of the scope of a given project, including-

1. Path costs assume the paving of all paths in asphalt paving. The community may want to consider paving some of the paths in crushed limestone. This material can meet universal accessibility goals but does require more regular maintenance to ensure this is achieved.
2. The estimates include lighting along the primary loop through the park and woods, and some site lighting in high activity areas such as the children’s play area, pavilion patio, and gathering areas near the recreation courts and baseball fields. Lighting has desirable benefits for the perception of safety in the evening hours but is a relatively expensive line item in a given project.
3. The estimate includes architectural elements, including shade structures near the children’s play and court areas, and a multipurpose building near the ballfields. The

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community supported these improvements, but the scale and materials of each must be considered carefully as the projects are designed.

4. The estimate does not include the value of volunteer services, which have proven invaluable in maintaining the park, beautifying the pavilion area, and managing the invasive plants in the woods. As referenced above, there are opportunities in almost every identified project for volunteers to perform some of the work.

The list of project areas and budget ranges include:

| | PROJECT AREA | Cost Range (Lower) | Cost Range (Upper) |
|----|--|--------------------|--------------------|
| 1 | Parking Lot | \$45,000 | \$80,000 |
| 2 | The Woods and Paths | \$3,120,000 | \$5,200,000 |
| 3 | Ballfields | \$3,210,000 | \$5,340,000 |
| 4 | Recreation Courts | \$1,590,000 | \$2,650,000 |
| 5 | Pavilion | \$460,000 | \$765,000 |
| 6 | Children's Play | \$845,000 | \$1,410,000 |
| 7 | Adventure Play | \$890,000 | \$1,480,000 |
| 8 | Bike Track | \$565,000 | \$940,000 |
| 9 | Pond and Fishing Pier | \$300,000 | \$505,000 |
| 10 | Disc Golf /Sledding Hill / Fitness Trail | \$440,000 | \$735,000 |
| 11 | Maintenance and Stewardship | \$405,000 | \$675,000 |
| | ALL PROJECTS | \$11,870,000 | \$19,780,000 |

The Vision Plan is not a commitment to complete each project but acts as a list of potential improvements that the community can implement over the long term.

Determination of the sequence of project development is based on several factors, including the priorities of the community, the availability of milage funds for grant matching, the ability of the community to match projects to potential grant sources, and the anticipated lifespan of the existing facilities. As each project is considered for implementation in the years ahead, the village will need to reassess the scope and scale of each project and finalize the design through a community participatory process, including the location of paths.

To implement the Vision Plan, the community must use the funding provided by the existing milage to match and leverage potential grant funding. Given the funding match required by the grants outlined below and the rate by which the community millage accrues, the community should anticipate that a new project could be undertaken every two to three years. Some of the larger scaled projects, such as the ballfield improvements, may take more than one grant to complete.

Funding Sources

There are several grant programs administered by the State of Michigan which are available to help fund recreation projects. These include:

1. The Land and Water Conservation Fund (LWCF)
The LWCF is a federal funding program that is administered by the State of Michigan's Department of Natural Resources (DNR). Ranging from active recreation facilities to

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natural areas, these funds are a vitally important tool to renovate existing parks, develop new recreational facilities, acquire land for state and local parks, and promote recreation planning.

Applications must be submitted no later than April 1st each year. To be eligible to apply for a recreation grant, a 5-year recreation plan must be submitted on or before February 1st of the application year.

The minimum grant request amount is \$30,000 and the maximum grant request amount is \$500,000. No minimum/maximum limits on land acquisitions, but the DNR cannot award grants exceeding their annual apportionment from the National Park Service. The applicant must provide a portion of the total project cost; this is known as the match. The LWCF Program requires a 50 percent match.

2. Michigan Natural Resources Trust Fund (MNRTF)

The MNRTF is an annual grant program that uses revenues generated from natural gas and oil royalties to support local park improvements and recreation property acquisition. This funding program is the largest source of funding for Michigan communities seeking park improvements.

Applications must be submitted no later than April 1st each year. To be eligible to apply for a recreation grant, a 5-year recreation plan must be submitted on or before February 1st of the application year. Grant recommendations are made by the trust fund board in December. Final grant awards are dependent on the appropriation process, but in general are made within 12 to 18 months after the application deadline.

Park development projects have a minimum/maximum grant amount of \$15,000 and \$400,000.

The MNRTF Program requires a minimum 25 percent match. However, you may earn points for your application under the Applicant Match criterion if you provide additional funds above the required minimum applicant match. Typically, communities opt to offer a 50% match to ensure a successful application.

3. DNR Recreation Passport Grants

The Recreation Passport Program is smaller scaled compared to other grants but remains a useful source of funding for smaller projects. Grants are funded through Recreation Passport revenue deposited in the Local Parks and Recreation Facilities Fund.

Applications must be submitted by April 1st each year. Grant award notification is expected to occur annually in December.

Park development projects have a minimum/maximum grant amount of \$7,500 and \$150,000.

The grantee must fund at least 25 percent of the total project cost. The applicant match for development costs must be within the grant project period and can be met by general funds, cash donations, other grants, and force account labor or equipment.

4. Public Spaces Community Places (PSCP)

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Another small, scaled source of grant money is the PSCP Program, which is administered by the Michigan Economic Development Corporation (MEDC). The program helps fund placemaking improvements in communities that are driven by community-based fundraising efforts. PSCP utilizes donation-based crowdfunding to generate public interest and funding to revitalize or create public spaces.

Designed by the MEDC in collaboration with Patronicity, an online crowdfunding platform, and the Michigan Municipal League (MML), PSCP can provide matching grant funds for crowdfunded public space projects. Communities, nonprofits, and municipalities can submit projects by applying for a PSCP campaign through Patronicity's website.

Projects that meet the program's parameters and successfully crowdfund their goal will receive a matching grant from the MEDC of up to \$50,000. PSCP will now offer up to a \$25,000 match for new public space projects that are "universally designed" in addition to the maximum \$50,000 match provided for the activation of new public spaces.

5. Private Foundations and Philanthropic Gifts

We recommend that the community continue to actively seek and encourage private-public partnerships to enable and enhance programs and facilities through donation, adoption, and sponsorship opportunities of physical park elements, recreation programs, and team and event sponsorships.

Other possibilities include seeking funding through private foundations which encourage environmental stewardship and recreation access for all, such as the Kresge Foundation and the Ralph C. Wilson Jr. Foundations.

CONCLUSION

The Vision Plan prepared for Beverly Park sets out an ambitious program for protecting and enhancing this community asset. The plan should be considered a flexible document that guides future change, but not dictate it precisely. The projects and ideas in the plan are a menu from which the community can determine the elements of the plan that should move forward, and when. As each project is undertaken, we recommend that community input is further sought and considered.

The first and next step is to continue reaching out to the community, building interest and support for investing in the park's and community's future.



BEVERLY RD

YOUTH MULTI SPORT/
ACTIVITY AREA

PLAYSCAPE

BIKE PARKING

RECONFIGURE PARKING LOT

PAVILION

EXISTING BUILDING

PATIO/STAGE

7

NATURALIZED AREA

8

9

WOODLAND BOARDWALK TRAIL

BASKETBALL COURTS/
ICE SKATING

TENNIS COURTS

FRISBEE GOLF ROUTING

1

PICKLEBALL COURTS

VOLLEYBALL COURT

WOODLAND BOARDWALK TRAIL

2

FITNESS AREA

3

BALL FIELDS

FISHING PIER

PAVILION

ADVENTURE PLAY COURSE

POTENTIAL EVENTS STAGE

4

FITNESS AREA

6

SLEDDING HILL

BIKE TRACK

MAINTENANCE BUILDING

NATURALIZED AREA

5

FITNESS AREA

ALLETON DR

VILLAGE OF BEVERLY HILLS, MICHIGAN
PARK VISION PLAN

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10' 20' 40'
SCALE : 1" = 60'



Manager Report

To: President George and Village Council

From: Warren Rothe, Village Manager

Re: March 17, 2026, Manager Report

General Updates

- The DNR has approved the Village to **rebid the Spark Grant Playground project**. The bid period begins this week.
- HRC held a **community information meeting** on the **TAP Sidewalk project** on **March 10th at 7:00 pm**. The presentation from the meeting has been added to the Village's website.
- All Departments continue to prepare the **budget for Fiscal Year 2027**. The **budget workshop** is scheduled for **April 14th at 7:00 pm**.
- The **Smith Group** will be onsite at Wendbrook Park for their **initial site visit** the week of **March 23rd**.
- Village staff attended a demo for the **BS&A Cloud** software.
- The Village has completed all but one **lead service line replacement** for its planned replacements for Fiscal year 2026.
- The **community survey** for the **Southfield and Beverly Road Intersection Study** **closed on Friday March 6**. As of February 25th we had over 600 responses.
- Directors Stec and Johnston met with representatives from **the Oakland County Road Commission** to discuss the **Southfield and Beverly Road intersection project**.
- **Union negotiations** with the Command Officers continued March 11th and a tentative deal is nearly complete.
- **Proposals** for the **Master Plan and Zoning Ordinance** update were opened, and administration is reviewing them before making a recommendation to the Village Council. Simultaneously, the Village submitted its CDBG grant application to MEDC for funding assistance for this project.

- **Proposals for Riverside Park improvements** were opened and will be reviewed at the March Parks Board meeting.
- The **Zoning Board of Appeals** tabled the requested dimensional variance at its March 9th meeting.
- The **Polimorphic** online forms will be launched as soon as the payment software integration is completed in the coming days.
- The **Planning Commission** met on February 25th and granted a favorable recommendation for **special land use approval** for **Detroit County Day**, this request will be presented to the Village Council after the Planning Commission gives final approval to the site plan. This final approval is anticipated to be obtained at the March Planning Commission meeting.
- 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](#).
- Oakland County will be **conducting a special test of the emergency sirens** on **Wednesday March 18th at 1:00 pm** in recognition of Severe Weather Awareness Week.
- Car Trucking will begin **pickup of yard waste** beginning the **week of April 6th**.
- 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 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.



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