



**CITY COMMISSION MEETING AGENDA  
FEBRUARY 8, 2016  
7:30 PM**



Photo Credit: Carroll DeWeese

**Municipal Building, 151 Martin, Birmingham, MI 48009**

Navigating through the agenda:

- Use the bookmarks on the left to navigate through the agenda.
- Tablet Users: Tap the screen for available options, select "Open in", select "Adobe Reader". The agenda will open in Adobe Reader. Scroll through the bookmarks to navigate through the agenda.  
*(The Adobe Reader application is required to download the agenda and view the bookmarks. This free application is available through the App Store on your tablet device.)*

**BIRMINGHAM CITY COMMISSION AGENDA**  
**FEBRUARY 8, 2016**  
**MUNICIPAL BUILDING, 151 MARTIN**  
**7:30 P.M.**

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Rackeline J. Hoff, Mayor

**II. ROLL CALL**

Laura M. Pierce, City Clerk

**III. PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AWARDS, APPOINTMENTS, RESIGNATIONS AND CONFIRMATIONS, ADMINISTRATION OF OATHS, INTRODUCTION OF GUESTS AND ANNOUNCEMENTS.**

***Announcements:***

- Commissioner Birthdays: DeWeese & Nickita

***Appointments:***

- A. Recognition of 2015 Student Board Representatives
- B. To appoint the following students as non-voting members for the calendar year 2016:

Planning Board	Colin Cusimano
Historic District Commission & Design Review Board	Loreal Salter-Dodson
Parks and Recreation Board	Nichole McMaster
Public Arts Board	Ava Suchara
Museum Board	Nayri Carman

- C. Administration of oath to the student board members.

**IV. CONSENT AGENDA**

All items listed on the consent agenda are considered to be routine and will be enacted by one motion and approved by a roll call vote. There will be no separate discussion of the items unless a commissioner or citizen so requests, in which event the item will be removed from the general order of business and considered under the last item of new business.

- A. Approval of City Commission Long Range Planning minutes of January 16, 2016.
- B. Approval of City Commission minutes of January 25, 2016.
- C. Approval of warrant list, including Automated Clearing House payments, of January 27, 2016 in the amount of \$781,164.22.
- D. Approval of warrant list, including Automated Clearing House payments, of February 3, 2016 in the amount of \$1,643,215.17.
- E. Resolution approving the appointment of election inspectors for the March 8, 2016 Presidential Primary Election pursuant to MCL 168.674(1) and authorizing the City Clerk to make revisions as needed.
- F. Resolution approving a request submitted by the City of Birmingham to hold Celebrate Birmingham Parade on Sunday, May 15, 2016, contingent upon compliance with all permit and insurance requirements and payment of all fees and, further pursuant to any

minor modifications that may be deemed necessary by administrative staff at the time of the event.

- G. Resolution accepting the resignation of Alexander Chapman as a member of the Board of Review, thanking him for his service and directing the Clerk to begin the process to fill the vacancy.
- H. Resolution accepting the resignation of Ruth Clevers as a member of the Board of Review, thanking her for her service and directing the Clerk to begin the process to fill the vacancy.

## **V. UNFINISHED BUSINESS**

## **VI. NEW BUSINESS**

- A. Resolution approving the proposed lot rearrangement of 1366 Haynes Ct. and 725 S. Adams.  

-OR-

Resolution denying the proposed lot rearrangement of 1366 Haynes Ct. and 725 S. Adams as proposed, based on the following conditions that adversely affect the interest of the public and of the abutting property owners:\_\_\_\_\_.
- B. Resolution to meet in closed session to discuss an attorney/client privilege communication in accordance with Section 8(h) of the Open Meetings Act.

## **VII. REMOVED FROM CONSENT AGENDA**

## **VIII. COMMUNICATIONS**

## **IX. OPEN TO THE PUBLIC FOR MATTERS NOT ON THE AGENDA**

## **X. REPORTS**

- A. Commissioner Reports
  - 1. Notice of Intention to appoint members to the Board of Review on February 22, 2016, Parks & Recreation Board, Multi-Modal Transportation Board, Planning Board, and Cablecasting Board on March 14, 2016.
- B. Commissioner Comments
- C. Advisory Boards, Committees, Commissions' Reports and Agendas
- D. Legislation
- E. City Staff
  - 1. 14 Mile Rd. Resurfacing (Greenfield to Crooks), submitted by City Engineer O'Meara
  - 2. Train Station Demolition Update, submitted by City Engineer O'Meara

## **XI. ADJOURN**

*NOTICE: Individuals requiring accommodations, such as mobility, visual, hearing, interpreter or other assistance, for effective participation in this meeting should contact the City Clerk's Office at (248) 530-1880 (voice), or (248) 644-5115 (TDD) at least one day in advance to request mobility, visual, hearing or other assistance.*

*Las personas que requieren alojamiento, tales como servicios de interpretación, la participación efectiva en esta reunión deben ponerse en contacto con la Oficina del Secretario Municipal al [\(248\) 530-1880](tel:248-530-1880) por lo menos el día antes de la reunión pública. (Title VI of the Civil Rights Act of 1964).*

## **INFORMATION ONLY**



## MEMORANDUM

Office of the City Manager

**DATE:** January 25, 2016

**TO:** Joseph A. Valentine, City Manager

**FROM:** Joellen Haines, Assistant to the City Manager

**SUBJECT:** Recognition of 2015 Student Appointments

---

In appreciation of their service as a student representative on City boards during 2015, the following Birmingham Public School students will be recognized with a service award for their civic involvement over the past year at the February 8, 2016 Commission meeting:

STUDENT	BOARD / COMMISSION
Scott Caspersen	Planning Board
Andrea Laverty	Planning Board
Zoe Bowers	Historic District Commission / Design Review Board
Patrick Rogers	Historic District Commission / Design Review Board
Shahanna Sarkisian	Parks and Recreation Board
Paige White	Parks and Recreation Board
Sydney Rosen	Public Arts Board
Maya Salinas	Public Arts Board
Daniel Evans	Multi-Modal Transportation Board
Rebecca Mendel	Multi-Modal Transportation Board
Maria Graham	Museum Board
Ellery Benson	Museum Board

These students have participated in monthly meetings of their respective advisory boards and engaged in public discussions that afforded them direct input into areas that affect their community. This program partnership with the Birmingham Public Schools has been successful for the City, the schools and the students. We look forward to the student's continued interest in civic involvement.



## MEMORANDUM

Office of the City Manager

**DATE:** January 25, 2016

**TO:** Joseph A. Valentine, City Manager

**FROM:** Joellen Haines, Assistant to the City Manager

**SUBJECT:** 2016 Student Appointments

---

In 1996, the City Commission approved a Birmingham Public Schools (BPS) program placing student representatives who are residents of the city on city boards and commissions. This program was designed to establish an educational partnership that has been very successful since its inception.

Students wanting to serve as representatives to city boards and commissions complete an application and go through a selection process by a school district pre-screening committee. The committee membership reviews student applications based on specific criteria and then forward approved applications to the city for appointment consideration.

The following students are being recommended by Birmingham Public Schools for appointment to their respective board by the City Commission for calendar year 2016. The students will receive agenda packets and are able to participate in all discussions, but will serve as non-voting members of the boards to which they are appointed.

STUDENT	BOARD / COMMISSION
Colin Cusimano	Planning Board
Loreal Salter-Dodson	Historic District Commission/Design Review Board
Nichole McMaster	Parks and Recreation Board
Ava Suchara	Public Arts Board
Nayri Carman	Museum Board

Enclosed is a copy of the BPS program with the city along with application materials submitted by the students in the course of the application process.

SUGGESTED ACTION:

To appoint the following students as non-voting members for the calendar year 2016.

Planning Board	Colin Cusimano - Groves
HDC-DRB	Loreal Salter-Dodson - Seaholm
Parks Board	Nichole McMaster - Seaholm
Arts Board	Ava Suchara - Seaholm
Museum Board	Nayri Carman - Seaholm



A PARTNERSHIP BETWEEN:

THE CITY OF BIRMINGHAM AND BIRMINGHAM PUBLIC SCHOOLS  
Student Representatives on City Boards and Commissions

PROGRAM GUIDELINES

I. PURPOSE:

To promote citizenship and student leadership and to encourage future citizen participation in government. The interaction between student representatives and appointed members of city boards and commissions will produce a greater understanding of adult decision making in addition to lending the perspective and ideas of youth. The majority of citizens who volunteer in their later years report that they have done so because of a volunteer experience in their youth. By investing in efforts to support and promote service and volunteerism now, we will be able to count on these individuals to volunteer later in life.

II. BENEFITS TO STUDENTS AND COMMUNITY:

Students will:

- Learn how local city government operates and makes decisions.
- Learn practical ways of helping the community...makes government real.
- Establish a service and volunteer habit for the future.
- Learn how to research data before making community decisions.
- Learn from contact with adult members of city boards and commissions.

Community:

- Will have the unique perspective of youth in decision making.
- Students will learn valuable lessons about public service...grooming them for future public service.
- May have a longer term participation of the student in community affairs.

III. SELECTION PROCESS:

Students wishing to serve as representatives to city boards and commissions should take the following steps:

1. If you have questions and would like to talk with a fellow student, contact student organizers Dounia Senawi at Groves High School or Todd Hertzler at Seaholm High School.
2. Complete a STUDENTS on CITY BOARDS and COMMISSIONS application available in the office of the community service organizer (Groves; Mrs. Dana Cunningham 203-3509 & Seaholm; Mrs. Sheila Brice 203-3725).
3. Submit the application along with two letters of recommendation and a brief personal essay to your school's community service organizer no later than NOVEMBER 22, 1996 at 3 p.m.

All applications will be reviewed by a school district screening committee where one applicant will be chosen to serve on each selected city board or commission.

The screening committee will include the following individuals:

- An administrator from both Groves and Seaholm High Schools (2)
- A student from both Groves and Seaholm High Schools (2)
- The high school community service organizers (2)
- A teacher (1)
- A member of the board of education (1)
- A member of the school district central administration (1)

Note: Administrators from both The City of Birmingham and the Village of Beverly Hills are involved in the development of the Students on City Boards and Commissions project. (The Village of Beverly Hills may also choose to participate at a later date.)

#### IV. APPOINTMENT PROCESS:

- Each student will be paired up with an adult board member who will serve as their mentor. The mentor will help the student become oriented to issues being addressed throughout their term on the board or commission.
- Each participating board or commission will monitor the attendance and participation of the student representative on their respective boards and commissions, and reserve the right (if necessary) to replace student members from the previously submitted list of qualified students.

#### V. TERMS:

- Each selected board/commission may have a high school junior as a student representative.



- The application, selection and appointment process shall begin in the fall (this first year being an exception), with the appointment becoming effective on the first day of January. The term of the student representatives shall end on the last day in December.

#### VII. DUTIES OF STUDENT REPRESENTATIVES:

Student representatives to city boards/commissions will:

- Attend an orientation session on local government and student roles and responsibilities as representatives.
- Attend all meetings scheduled for the specific board/commission to which they have been designated to serve as a student representative.
- Respond to the inquiries of other students regarding the function and role of the particular board/commission on which they serve.
- Prepare a written or oral synopsis on a monthly basis as to the progress of their activities as a citizen board/commission student representative. Meet with other student representatives.
- Perform other duties as identified at the time of appointment.

#### VII. RESPONSIBILITIES OF PARTICIPATING HIGH SCHOOLS

- The participating schools shall provide options that would enable students to earn credit from their experience on city boards and commissions.
- The participating schools shall designate a program coordinator who shall distribute information and applications to interested students:

Groves High School: Dana Cunningham 203-3509  
Seaholm High School: Sheila Brice 203-3725

- The schools shall actively seek student applicants for the participating boards/commissions wishing to sponsor student representatives.
- Each participating school shall participate in an annual review of the program with participating units of government and student representatives.

**VIII. RESPONSIBILITIES OF THE PARTICIPATING UNITS OF GOVERNMENT:**

- The participating units of government shall provide a list of those boards/commissions selected as appropriate for student representation, the purpose of those boards/commissions, and the meeting locations, dates and times.
- The participating units of government shall provide an orientation session for all student representatives selected to serve on certain boards and commissions.
- The participating units of government shall monitor the attendance and participation of individual student representatives and report any major concerns to the appropriate school program coordinators.
- Each participating unit of government shall be responsible for the formal appointment and termination of student representatives to their designated boards and commissions.
- Each participating unit of government shall participate in an annual review of this program with the cooperating schools and student representatives.

NATIONALLY RECOGNIZED FOR



EXCELLENCE  
IN  
EDUCATION

# BIRMINGHAM SEAHOLM HIGH SCHOOL

2436 WEST LINCOLN - BIRMINGHAM, MI 48009

248-203-3700

FAX 248-203-3706

To: Joellen Haines  
From: Cheryl Shettel  
Date: January 25, 2016

I've enclosed the information and application materials on the BPS students who will be serving on City Boards and Commissions this coming year. The students have been sent a letter notifying them of their appointment at the City Commission meeting on February 8<sup>th</sup>. They will be arriving around 7:15PM. I have also sent letters to the students whose terms are expiring to let them know that they will be recognized at this meeting as well. I look forward to seeing you at the Commission meeting.

## Student Representatives on City Boards and Commissions 2016

Planning Board	Colin Cusimano - Groves
HDC-DRB	Loreal Salter-Dodson - Seaholm
Parks Board	Nichole McMaster - Seaholm
Arts Board	Ava Suchara - Seaholm
Museum Board	Nayri Carman - Seaholm



Birmingham Public Schools  
Community Relations Office

STUDENT REPRESENTATIVES ON  
CITY BOARDS AND COMMISSIONS

Application Form

Due January 11, 2016

31301 Evergreen • Beverly Hills, MI 48025

Turned in 1/11/16

Name: Colin Cosimano Grade: 11 Age: 16

Address: 1063 W Southlawn

Zip Code: 48009 Email: Colin.Cosimano14@gmail.com

Telephone: 248-795-0393 School: GROVES

On the attached listing of city boards and commissions, please rank your order of preference for appointment from 1 to 3 (1 being the highest and 3 being the lowest):

1. Public Arts Board
2. Planning Board
3. Advisory Parking Committee

What school activities and/or classes have you participated in which would qualify you to sit on the board or commission which you have chosen?

In school, I have participated in three musicals and two Freshman sophomore shows. I have also taken art foundations, class piano, and multiple architecture classes, which have instilled in me an eye for art style and aesthetics. I am also currently in AP Gov, which has given me knowledge about how government is operated.

Please list your involvement in non-school activities:

Outside of school, I participate in diving and baseball. In the summer I am part of a travel baseball team.

What personal skills and characteristics do you possess that would make you a good representative?

I would be a good representative because I am personable and can get along with anybody. I can understand other people's points of view, and as a result, I am able to compromise.

How would you be able to schedule your time to function effectively as a student representative?

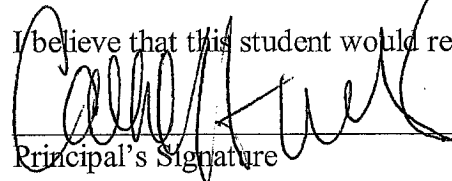
I would be able to miss dive practice or a baseball game in order  
to attend a meeting.

Would you be interested in being considered for any other boards if you are not selected for any of your top three choices?

Yes \_\_\_\_\_ No ✓

**From Principal:**

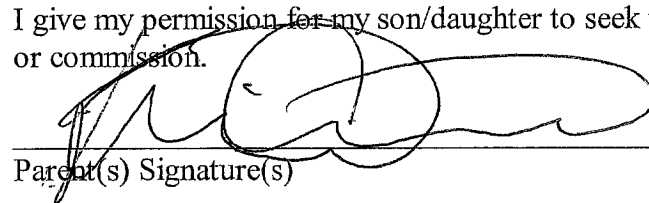
I believe that this student would responsibly serve as a member of a city board or commission.

  
Principal's Signature

1/9/16  
Date

**Parent(s) Permission:**

I give my permission for my son/daughter to seek the position of a representative to a city board or commission.

  
Parent(s) Signature(s)

1/9/16  
Date

**Include an essay** (typed) to convince the selection committee that you should be chosen as a student representative to a board or commission. If selected, your essay will be a part of your introduction to your board or commission.

Please **include two letters of recommendation** from adults who know you at school and who know your activities outside of school.

**Return application by Monday, January 11, 2016 to:**

Cheryl Shettel at Seaholm High School \_\_\_\_\_  
Jennifer Kondak at Groves High School \_\_\_\_\_

Colin Cusimano

In America, there is no greater responsibility than one's responsibility to help others. Be it through donating, volunteering, or simply helping a friend in need, there are many ways to fulfill this responsibility. One of the most widespread and effective ways to help others is through the use of government. Democratic governments, like the one we have here in the United States, derive their power from the consent of the governed, and therefore must exist to serve the governed. As a member of a board of committee in the City of Birmingham, I will work to fulfill my responsibility to help and serve others.

As a member of a board or committee, I will be able to serve others effectively because I will know what other students and youth want and need. Due to my participation in different activities such as theater, diving, and baseball, I have contact with many different groups of students. I will be able to ask these different types of students what they would like out of their government. Through the input of a diverse range of opinions, I will be able to accurately represent the youth in the City of Birmingham.

One other result of participating in a range of activities is that I am able to understand the points of view of different people. By understanding different points of view, I am able to cooperate and compromise with others. Cooperation and compromise are important; the lack of them has recently led to a government shut-down. On a board or committee, I will be willing to cooperate and compromise with both the students I represent, and the board or committee members I serve with.

As a board or committee member, I will work my hardest to serve the citizens of the City of Birmingham. I will accurately represent my fellow students, and I will cooperate and

compromise with all people. I hope to fulfill my responsibility to the members of this community, because it is this community that has given so much to me, and it is this community that I hope to give back to.

January 11, 2016

Groves High School  
20500 West 13 Mile Rd.  
Beverly Hills, MI 48025  
[gwickersham@birmingham.k12.mi.us](mailto:gwickersham@birmingham.k12.mi.us)

Dear Selection Committee,

It is my pleasure to write a letter of recommendation for my former student, Colin Cusimano. I had him in my AP U.S. History class last year, and during this year long class, I got to know how hard Colin works. His work ethic is very strong as evidenced by his strong communication skills. He can write well (he earned a top score of 5 on the AP test last May) and can speak well as shown by his talent on the Groves Performing Arts stage.

Colin's maturity will also serve him well on your board. He has a good sense of humor, yet he knows when to rein it in and get down to business. Colin is a very thoughtful thinker whose analytical skills are very sharp and insightful.

The last thing I would like to add is that not only is Colin a responsible young man, his good humor and maturity allow him to get along with everyone. He shows up on time and is someone you can count on.

Thanks for your time.

Sincerely,

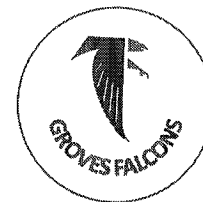
A handwritten signature in black ink, appearing to read "Geoff Wickersham", with a long horizontal flourish extending to the right.

Geoff Wickersham



# Wylie E. Groves High School

20500 West Thirteen Mile Road, Beverly Hills, MI 48025 • 248.203.3500 • Fax: 248.203.3636



31301 Evergreen Road  
Beverly Hills MI  
48205

January 2, 2016

Dear Selection Committee,

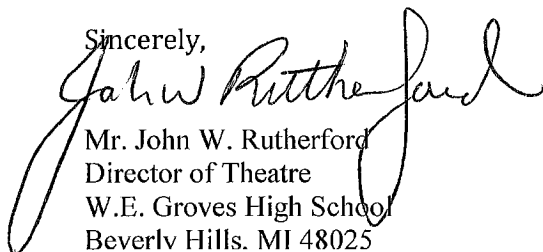
I am writing to you on behalf of Colin Cusimano who is a student at W.E. Groves High School and is interested in being part of the Student Representatives on City Boards and Commissions Program for the City of Birmingham. Colin explained that he is particularly interested in serving on the Public Arts Board. Colin has been an active member of the Groves Performing Arts Company for the past three years and I have had the opportunity to work with him as a theatre director on three different productions.

Colin is a terrific young man. He is dedicated, reliable, responsible and charming. In each of the roles he has played for GPAC he has been such a hard worker and a dedicated actor. Whether his role is chorus or a lead he approaches them with great seriousness and care. This past fall he was cast as Doody in the musical *Grease: School Version* and he showed so much tenacity for this role. He worked very hard to increase his vocal range, proved to be quite the dancer and worked to add his own special sense of humor to the role. Colin added great energy and excitement to the entire production and watching him each rehearsal and performance was a testament to his talent and dedication.

Colin has a keen sense of humor and the ability to make people feel at ease. He is a very hardworking young man and when he commits to something he works to achieve the greatest level of success. I know that when Colin is involved the work will get done, and I can count on him to be kind toward others, enjoyable to be around and generally an all around amazing young man.

I find Colin Cusimano to be extremely dependable, trustworthy and funny. He is truthful and honest, and I consider him to be a moral and upstanding young man. I fully support his interest in serving on the Public Arts Board as a student representative for the City of Birmingham. You are welcome to contact me if you have any further questions at 248-203-3580.

Sincerely,



Mr. John W. Rutherford  
Director of Theatre  
W.E. Groves High School  
Beverly Hills, MI 48025



**Birmingham**  
PUBLIC  
SCHOOLS



Birmingham Public Schools  
Community Relations Office

STUDENT REPRESENTATIVES ON  
CITY BOARDS AND COMMISSIONS

Application Form

Due January 11, 2016

31301 Evergreen • Beverly Hills, MI 48025

Name: Loreal Salter-Dodson Grade: 11 Age: 16

Address: 1758 Girard St

Zip Code: 48009 Email: loreal-d4@gmail.com

Telephone: 248-717-1539 School: Seabrook

On the attached listing of city boards and commissions, please rank your order of preference for appointment from 1 to 3 (1 being the highest and 3 being the lowest):

1. Planning Board
2. Historic District Commission & Design Review Board
3. Public Arts Board

What school activities and/or classes have you participated in which would qualify you to sit on the board or commission which you have chosen?

I am Co-President of Seabrook's Black Student Union, a member of the League, Diversity Club, and JV Football.

Please list your involvement in non-school activities:

Antioch Church

What personal skills and characteristics do you possess that would make you a good representative?

I am a critical thinker. I'm very good at seeing things from other perspectives & empathizing with others. I am also very motivated.

How would you be able to schedule your time to function effectively as a student representative?

By prioritizing my time, I can schedule my time to do the things that I need to get done. I will make sure that I have enough time to do the things that I need to get done. I will also make sure that I have enough time to do the things that I need to get done.

Would you be interested in being considered for any other boards if you are not selected for any of your top three choices?

Yes ☒ No ☐

**From Principal:**

I believe that this student would responsibly serve as a member of a city board or commission.



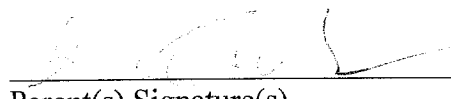
Principal's Signature

1/11/16

Date

**Parent(s) Permission:**

I give my permission for my son/daughter to seek the position of a representative to a city board or commission.



Parent(s) Signature(s)

Date

**Include an essay** (typed) to convince the selection committee that you should be chosen as a student representative to a board or commission. If selected, your essay will be a part of your introduction to your board or commission.

Please **include two letters of recommendation** from adults who know you at school and who know your activities outside of school.

**Return application by Monday, January 11, 2016 to:**

Cheryl Shettel at Seaholm High School \_\_\_\_\_  
Jennifer Kondak at Groves High School \_\_\_\_\_

Loreal Salter-Dodson

1.11.2016

As a relatively new member of the Birmingham community, it is truly an honor to be chosen to participate in Student Representatives on City Boards and Commissions program. After looking through all of the boards, I've come to the decision that I would be most beneficial to the Planning Board.

Not only in high school, but throughout my life as a whole, I have always demonstrated leadership. Being involved with my church, president of Seaholm's Black Student Union, an active member in Seaholm's Student Justice League, Diversity Club, and JV Softball.

I am a thinker; I always find myself being very analytical. When presented a situation, I am capable of finding most if not all of the possible outcomes, which may be good or bad. I consider all of the benefits along with the repercussions of any situation, and can make a reliable decision while taking all of these things into consideration.

Being an active member of Seaholm's Social Justice League, this came as a great asset. We put together a micro-aggression video from the staff at Seaholm and presented it to them followed by a group discussion. We spent hours putting it together, figuring out which quotes we should interpret, what message should be included aside of the video, even figuring out the perfect song for the video. Every tiny part of the presentation contributed to our overall message, and ultimately over exceeded our intended goal.

For anyone who's played a sport before, you know that no sport is a walk in the park. It requires more than just skill, but discipline, and concrete way of thinking. As a player on

Seaholm's softball team, this is exactly what I do. Softball is so much more than hitting the ball and running bases. You have to always be 3 steps ahead of the other team, and you have to know what you have to do in every possible situation before it even happens

Community has always been important to me. The people we see and interact with on a daily, our schools, libraries, parks, etc, all essentially shape who we are. Our surroundings are vital to our development. It would be a truly be an honor to be apart of a committee where I could contribute to something so important to lives of the people around me.

Being President of Seaholm's Black Student Union is no easy task. Our group seeks to change the hearts and mind of our peers while also helping and contributing to our own community. We've been involved with Seaholm's SOS with raking leaves for the elderly, held a Bake Sale to help the less fortunate, teamed up with other clubs to gather up hoodies for less fortunate teens for the cold weather, and not to mention our upcoming Water Drive to get clean water for those in Flint, who's water system contains lead poisoning. I am always concerned for the wellbeing of people other than myself, and those who are not as privileged as I am.

Even being employed as a crew member at KFC gave me good experience and helped build my character. I worked with people from all around with completely different background. Although there was a clash of all the different personalities and mindsets, we all put our differences asides to get the job done quickly and well done. A teenage job may seem miniscule and irrelevant, but it truly taught me the idea of working with others for the greater good, despite differences.

All these different experiences have shaped me into the wonderful well rounded person I am today. They make me a wonderful asset to the Planning Board of the Student Representatives on City Boards and Commissions program.

NATIONALLY RECOGNIZED FOR



EXCELLENCE  
IN  
EDUCATION

# BIRMINGHAM SEAHOLM HIGH SCHOOL

2436 WEST LINCOLN - BIRMINGHAM, MI 48009

248-203-3700

FAX 248-203-3706

Peter Shaheen  
Seaholm High School  
2436 Birmingham, MI 48009

January 26, 2016

To whom it may concern,

This letter serves as a recommendation for Loreal Salter-Dodson to serve on Birmingham's Historical Commission as a student representative. Loreal is actively involved in student life here at Seaholm, participating in a variety of activities including speech and the Black Student Union. She is also a member of the Flex Program, the most challenging and rigorous curriculum available in any Birmingham school. Loreal is on the brink of a brilliant career. She is well suited for this role.

Peter Shaheen  
Teacher



Birmingham Public Schools  
Community Relations Office

# STUDENT REPRESENTATIVES ON CITY BOARDS AND COMMISSIONS

## Application Form

Due January 11, 2016

31301 Evergreen • Beverly Hills, MI 48025

Name: Nichole McMaster Grade: Junior Age: 16  
Address: 1592 Buckingham Ave  
Zip Code: 48009 Email: nicholemcmasterr@gmail.com  
Telephone: 862-812-1211 School: Seaholm High School

On the attached listing of city boards and commissions, please rank your order of preference for appointment from 1 to 3 (1 being the highest and 3 being the lowest):

1. Planning Board
2. Advisory Parking committee
3. Parks and Recreation Board

What school activities and/or classes have you participated in which would qualify you to sit on the board or commission which you have chosen?

Throughout my high school career, I have  
taken many rigorous courses that I can  
apply to the board. Examples of these classes  
would be AP Econ, AP U.S. History and Investments  
Also, being the vice president of a community service club, I  
have learned how to be a leader, collaborate with others  
and get others involved.

Please list your involvement in non-school activities:

Active national team swimmer for Birmingham Blue Dolphins  
Forest Hills swim team  
Life guard at Bloomfield Hills swim and tennis  
Babysitting

What personal skills and characteristics do you possess that would make you a good representative?

Skills that I have acquired through my teen life would  
be the following: collaborative, hard worker, local oriented,  
community oriented, strong leader and interpersonal.  
These skills are evident through my 4.3 GPA, national honors  
society member, vice president of community service club,  
student representative, for student government, swim team  
captain and student leader for English as a second language  
club



How would you be able to schedule your time to function effectively as a student representative?

Time management is a skill that is vital to be successful and something I am always cognizant of. As mentioned before, I have managed to maintain a 4.3 GPA while balancing a rigorous extracurricular load including swimming upwards of nine hours a week. Being a student representative on the board would be a priority of mine and I would be sure to devote the time it needs to be successful.

Would you be interested in being considered for any other boards if you are not selected for any of your top three choices?

Yes ☒ No ☐

---

**From Principal:**

I believe that this student would responsibly serve as a member of a city board or commission.

Rachel M. Quinn

Principal's Signature

1/1/16  
Date

**Parent(s) Permission:**

I give my permission for my son/daughter to seek the position of a representative to a city board or commission.

[Signature]

Parent(s) Signature(s)

1/2/16  
Date

---

**Include an essay** (typed) to convince the selection committee that you should be chosen as a student representative to a board or commission. If selected, your essay will be a part of your introduction to your board or commission.

Please **include two letters of recommendation** from adults who know you at school and who know your activities outside of school.

**Return application by Monday, January 11, 2016 to:**

Cheryl Shettel at Seaholm High School \_\_\_\_\_  
Jennifer Kondak at Groves High School \_\_\_\_\_

As a candidate to be a student representative for the City Board, I would bring a fresh, new perspective to the city of Birmingham. I would also seamlessly take on responsibilities, as well as share my strong vision for the future of Birmingham.

One's past success is a strong indicator of their future success. I am a strong believer in make my school and community a better place for all, which is why I am as active as I am. Some of my involvements are, vice president of a community service club (Seaholm Offers Support), captain of the Seaholm Swim Team, student representative for student congress and student leader in the English as a Second Language (ESL) department. I also am an active tutor at Derby Middle School and volunteer over the holiday season at the Santa House in Shain Park. I have achieved all of this while maintaining a 4.3 GPA, a true testament to my hard work and time management skills.

Through all of these experiences, I have learned many vital skills that I can apply to the city board. I have a very strong work ethic, high goals, collaborate well with peers, and take on leadership responsibilities to further a cause. I look forward to taking these skill sets and working with the Birmingham Board and Commissions to make this city a better place to live.

NATIONALLY RECOGNIZED FOR



EXCELLENCE  
IN  
EDUCATION

# BIRMINGHAM SEAHOLM HIGH SCHOOL

2436 WEST LINCOLN - BIRMINGHAM, MI 48009

248-203-3700

FAX 248-203-3706

To Whom It May Concern:

It is my pleasure to recommend that you strongly consider Nichole McMaster for a volunteer position with the Birmingham City Board. I have enjoyed teaching Nichole over two years of her career at Seaholm High School in various history classes as both a freshman and an Advanced Placement level sophomore. In that time I have always been impressed by her positive attitude, tremendous work ethic, and kind nature.

Nichole has always been a model student and member of the Birmingham Seaholm community. She has found success as a varsity swimmer for her three years at Seaholm while also earning academic honors as an athlete. She is an active member of Seaholm Student Congress supporting the student body and also a member of the new student welcoming group.

Despite these extensive involvements, Nichole was consistently an A student in my classes. Her hard work and abilities have earned her a 4.0 GPA. She worked hard and went above and beyond the necessary requirements in every class. As a sophomore, I taught Nichole in AP US History. AP US History is an incredibly challenging course that often demonstrates which students are truly capable and hardworking. Nichole is intelligent and organized, but she also possesses an exemplary work ethic that makes her stand out among her peers.

Beyond her excellent abilities and determination, Nichole is a truly pleasant person. She is polite and kind to everyone, peers and teachers alike, and reaches out to other students and adults with her friendship. Nichole also possesses an impressive positive attitude and seeks ways to improve her surroundings. Nichole is a delight to have in class and a pleasure to know personally. I know that Nichole would be able to bring a different perspective and apply her own experiences to a volunteer position on the Birmingham City Board.

Sincerely,

Marisa Whitbey  
Social Studies Teacher  
Seaholm High School

**BIRMINGHAM  
SEAHOLM  
HIGH SCHOOL**

2436 WEST LINCOLN - BIRMINGHAM, MI 48009

248-203-3700

FAX 248-203-3706

January 9, 2016

Dear Members of the Board:

It gives me pleasure to write to you on behalf of Nichole McMaster, a student at Birmingham Seaholm High School. I was Nicole's Geometry teacher during the 2014 – 2015 school year and her current Pre-Calculus teacher and am privileged to know Nichole. Nichole is also a standout leader in the Seaholm Student Congress which I am the adviser to. Nichole is a very diligent student and a hard worker; a great addition to any classroom. She consistently works to improve her mathematical understandings through assignments that are always done thoroughly and meticulously.

When I think about Nichole, what stands out most vividly to me is her passion to get involved and influence her school and community. If you speak to Nichole, she will eloquently and enthusiastically share her passion for the city she lives in and the school she attends. While some students get involved in community service to satisfy requirements, Nichole seeks out opportunities to help others because she feels it is important and she takes great pride in bringing joy and opportunities to others.

I feel she would be a great asset to the city of Birmingham in decision making for she has always been a leader in the classroom and outside of the classroom. Nichole is very thoughtful in her work and in how she relates to students and adults. I believe she would be a great representative of not only Seaholm High School, but also all of Birmingham as well. I have no reservations in saying Nichole McMaster will be a fantastic addition to the board for the city of Birmingham.

Regards,

Shannon Feliciano

Seaholm Mathematics Teacher

sf20bps@birmingham.k12.mi.us



Birmingham Public Schools  
Community Relations Office

# STUDENT REPRESENTATIVES ON CITY BOARDS AND COMMISSIONS

## Application Form

Due January 11, 2016

31301 Evergreen • Beverly Hills, MI 48025

Name: Ava Suchara Grade: 11th Age: 16

Address: 2160 Fairway Dr. Birmingham, MI

Zip Code: 48009 Email: asuchara@comcast.net

Telephone: 248-909-7218 (cell) School: Seaholm High School  
248-045-1319 (Home)

On the attached listing of city boards and commissions, please rank your order of preference for appointment from 1 to 3 (1 being the highest and 3 being the lowest):

1. Public Arts Board
2. Planning Board
3. Historic district commission and Design Review Board

What school activities and/or classes have you participated in which would qualify you to sit on the board or commission which you have chosen?

(even did a project on public Birmingham art)

I have taken art classes such as art and advanced photography which would help contribute a creative viewpoint to the public arts board. I have attended diversity club meetings which may help give a unique and different viewpoint and some new ideas to the board.

Please list your involvement in non-school activities:

Out of school I am involved in the Seaholm swim team. I am a member of the interact club at Seaholm.

What personal skills and characteristics do you possess that would make you a good representative?

I believe that my leadership skills are very strong. I am not shy to voice my opinion when asked, but I also believe I am a good listener. I think it is very important to listen and understand what others are saying before giving a response. I think I have a creative eye which would be able to contribute to the public arts board.

How would you be able to schedule your time to function effectively as a student representative?

The time I spend on homework can easily be altered. Sporting events occur on tuesdays and thursdays, so meeting with the public arts board on wednesdays causes no conflicts.

Would you be interested in being considered for any other boards if you are not selected for any of your top three choices?

Yes \_\_\_\_\_ No ☒

---

**From Principal:**

I believe that this student would responsibly serve as a member of a city board or commission.

Rachel M. Gunn

Principal's Signature

1/8/16

Date

**Parent(s) Permission:**

I give my permission for my son/daughter to seek the position of a representative to a city board or commission.

Renee H. Suchara

Parent(s) Signature(s)

1/8/16

Date

---

**Include an essay** (typed) to convince the selection committee that you should be chosen as a student representative to a board or commission. If selected, your essay will be a part of your introduction to your board or commission.

Please **include two letters of recommendation** from adults who know you at school and who know your activities outside of school.

**Return application by Monday, January 11, 2016 to:**

Cheryl Shettel at Seaholm High School ☒  
Jennifer Kondak at Groves High School \_\_\_\_\_

To the selection committee,

When I received the student representative information and application in the mail, I knew this was an opportunity that I could not pass up. Leadership skills are something that I believe are very important, and while I think mine are very up to par, I know there is room for improvement. Receiving the opportunity to be a student representative in the City Board and Commissions Program would help me enhance my leadership skills tremendously while at the same time be giving me a taste of what it is like to be handling things outside of just school.

It is important to me that the life of a high school student is not swallowed up by solemnly high school responsibilities and expectations. So much more often than not, all the time in the life of a high school student is taken away by studies and responsibilities. The hours of homework increase as the hours of sleep decrease. I make it a priority of mine to make sure that when I look back on my high school days, I can proudly say that I did things other than homework; important things, and things that matter to society. Being able to give a viewpoint and opinion on the Public Arts Board in the city of Birmingham would more than fulfill my wishes to be apart of something important.

During my three years at Seaholm High School, I have taken lots of art-based classes along with attending club meetings that have given me abilities and insights that would strongly enhance the Public Arts Board. The description of the Public Arts Board describes the board as something that "promotes a rich, diver, and stimulating cultural environment." I believe that my participation thus far in the diversity club has given me many insights and outlooks that would help make give

City of Birmingham a more cultural and diverse atmosphere through public arts. I have taken both photography and advanced photography at Seaholm and loved every day of it. With taking the classes, my creative eye became incredibly stronger. The classes taught me how to look at art in multiple different ways and how to make something unique out of something average just by the angle at which you look at something. With the skills gained in the classes, I would be able to contribute a very unique viewpoint on different kinds of public arts when being debated upon for the city of Birmingham.

With my drive and determination, along with creative eye and unique viewpoints, I believe that I would make a prodigious as a student representative on the Public Arts Board in the City of Birmingham.



January 8, 2016

To Whom It May Concern:

I am writing this letter on behalf of my student, Ava Suchara, who is currently a student in my AP Language and Composition class at Seaholm High School in Birmingham, Michigan.

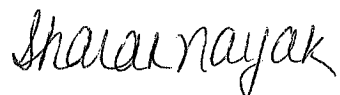
I have known Ava for only five months, but can attest to her commitment to her academics, her willingness to serve as a leader both in and outside of the classroom, and her confidence with which she has showcased her strong belief in who she is. As evidenced by this, she is one of the few students whom I have in the class who consistently participates in discussion. Without any hesitation, Ava shows that she can deliver insightful comments. Also a junior, she has demonstrated strong work ethics and has never jeopardized her role as a student. With a dutiful note of seriousness in everything that she completes, Ava strives to maximize her highest potential.

As her English teacher, she simply astonishes me with her calm demeanor as she executes her daily routine of what others would consider to be very stressful. With nothing but a smile and a sharp focus, Ava is the epitome of a student and what a teacher hopes to see as an end result in character.

Without a doubt, I would highly recommend Ava to be nominated as a student representative for the City Board and Commission Program.

If you have any questions or need further information regarding this candidate, please contact me.

Sincerely,

A handwritten signature in cursive script that reads "Sharan Nayak". The signature is written in dark ink and is positioned above the typed name and contact information.

Sharan Nayak  
Seaholm High School  
English Teacher  
snayak@birmingham.k12.mi.us

January 8, 2016

Student Representatives on  
City Boards and Commissions  
Birmingham Public Schools  
Birmingham, Michigan 48009

To Whom It May Concern:

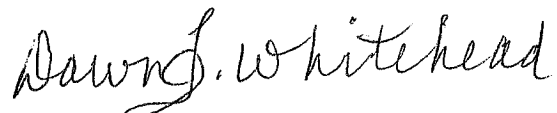
I am thrilled and honored to recommend Miss Ava Suchara for the Birmingham Public Schools City Boards and Commissions Student Representative position. I have had the honor of teaching Ava in my Economics class which is a required class for graduation. I am a Social Studies teacher at Seaholm High School in Birmingham, Michigan. I have taught for 26 years with 16 years of consecutive teaching at Henry Ford Community College. I am a former member of the Seaholm FLEX Honors Program. I have been given the privilege of spending my career with extremely talented, wonderfully committed, and absolutely special, young people. Ava has become a standout in my Economics class.

Ava is an incredible athlete in both swim/dive and in track and field. Both teams have provided her with the ability to balance athletics and her academics. Ava has great thinking, speaking, and analysis skills. She has excellent organizational, listening, speaking, and responsibility assets. She would make great contributions to any board or commission she is asked to serve on. I observe her reasoning information in small groups. She is able to listen, gain information and insight and express her opinion. All of these abilities would contribute greatly to an advisory position.

Ava is an endearing young lady who has academic skills and personal skills that make her an exceptional student and person. I always enjoy speaking to her. She is very organized, curious, and has a great sense of humor. She has the ability to communicate, is energetic, asks great questions, has excellent answers and prior knowledge, and would appreciate her entire experience.

Please accept this letter as an outstanding recommendation. Please grant her this fabulous opportunity!

Sincerely,

A handwritten signature in cursive script that reads "Dawn F. Whitehead". The signature is written in dark ink and is positioned above the printed name and address.

Dawn F. Whitehead  
Seaholm High School  
2436 W. Lincoln St.  
Birmingham, Michigan 48009



Birmingham Public Schools  
Community Relations Office

# STUDENT REPRESENTATIVES ON CITY BOARDS AND COMMISSIONS

**Application Form**  
Due January 11, 2016

31301 Evergreen • Beverly Hills, MI 48025

Name: Nayri Carman Grade: 11 Age: 17

Address: 1443 S. Bates Birmingham, MI

Zip Code: 48009 Email: nayricarman@gmail.com

Home Telephone: (248) 723-3301 School: Seasholm High School

Nayri Cell: (248) 882-2577

On the attached listing of city boards and commissions, please rank your order of preference for appointment from 1 to 3 (1 being the highest and 3 being the lowest):

1.

2.

3.

What school activities and/or classes have you participated in which would qualify you to sit on the board or commission which you have chosen?

I teach the Armenian Genocide to the freshman world history classes in a 45-minute speech, and have taken a speech class, so I know how to organize my thoughts in a comprehensive manner, and I am comfortable with public speaking.

Please list your involvement in non-school activities:

- Hamazkayin Armenian Dance Ensemble (Arax group, senior dancer)
- Armenian Youth Federation (AYF)
- Armenian Christian Youth Organization of America (ACYOA)
- Orthodox Youth Athletic Association Basketball (OYAA)
- Alique Choral Trio (I sing alto)
- Travel Soccer

What personal skills and characteristics do you possess that would make you a good representative?

I am comfortable with public speaking. As shown in my activities above, I am very active in my Armenian community, I do have experience in figuring out in what way I am most capable of doing the most good.

How would you be able to schedule your time to function effectively as a student representative?

I often finish all of my homework during school  
through effective time management, and I have always  
been able to balance my time between school, sports,  
work, and all of my involvement in the Armenian  
community. Through experience, I have learned that if I put  
my mind to something, if I commit to it like I will the board,  
then I will always be able to make time for it.

Would you be interested in being considered for any other boards if you are not selected for any of your top three choices?

Yes ☒ No ☐

---

**From Principal:**

I believe that this student would responsibly serve as a member of a city board or commission.

Rachel M. Guinn

Principal's Signature

1/ /16

Date

**Parent(s) Permission:**

I give my permission for my son/daughter to seek the position of a representative to a city board or commission.

\_\_\_\_\_  
Parent(s) Signature(s)

\_\_\_\_\_  
Date

---

**Include an essay** (typed) to convince the selection committee that you should be chosen as a student representative to a board or commission. If selected, your essay will be a part of your introduction to your board or commission.

Please **include two letters of recommendation** from adults who know you at school and who know your activities outside of school.

**Return application by Monday, January 11, 2016 to:**

Cheryl Shettel at Seaholm High School ☒  
Jennifer Kondak at Groves High School ☐

I am here to find my roots. My mother was born and raised in Lebanon until she was twelve, then moved with her family to California when her father's job was transferred. She moved to Michigan when she married my father, then to Köln, Germany because that's where my father's work took them, where I was born. Then back to Waterford for two years, where my brother was born. Then to Heidelberg, Germany for four. Then finally, we moved here, where we have lived for ten years. My mother has lived constantly on the move, and because of that, she has no roots. There is no place for her to call her hometown. She talks of it rarely, but when she does, she urges my brother and me to find our roots, and to be a part of our community, so that we have a place to call our own. The place where we could make positive contributions to the community- both that of the town itself, and the Armenian community in the area. The latter, I have accomplished- I am a contributing member of almost every Armenian youth group in the area, and I have a leadership role in many of them as well. I have taken an active part in my school, and I belong to several clubs, but I have no part of the community as a whole- which is why I'm applying to become a City Board Representative. My dedication to becoming a member of my community will serve the board well because I will be dedicated to making a positive difference. I know how I can best serve- my place in the community because I have so much experience with my Armenian community. I very much hope that I am chosen for this board, so that I can find my place and become a contributing member of my community. So I can grow my roots.

January 8, 2016

To Whom It May Concern:

I am writing this letter on behalf of Nayri Carman, a student here at Seaholm High School. My name is Edward Caughell, a high school math teacher. During the 2014-2015 school year I had the pleasure of teaching Nayri Carman in Honors Algebra 2.

Nayri Carman is a wonderful example of our students here at Birmingham Seaholm. She excelled in my classes. Nayri readily accepted the challenge of trying to figure out the most difficult problems, as she was always self-motivated to learn as much as possible. Her ability to reason through a complicated problem and utilize a variety of math tools from her repertoire is rather impressive. Nayri is, without a doubt, among the most dedicated and gifted students I have ever had the pleasure of teaching. In addition to doing well in my class, Nayri demonstrated the ability and patience to assist other students who were struggling. She has a natural ability to explain the material to others to help them to understand.

During the two years that I have known Nayri, she and I have engaged in several conversations, both school and non-school related. I find her to be a well rounded individual with high aspirations. Additionally, Nayri is always upbeat and positive in her approach to everything in life. Simply stated, she is a delight to be around.

Nayri has been a member soccer team during her time here at Seaholm. Due to some health constraints, her role has been limited to that of team manager, which she whole-heartedly embraces. Outside of school, Nayri participates in an Armenian youth dance group which travels to a variety of locations to perform. Nayri is a member of an Armenian choral trio which sings at different events. Each of these activities requires commitment, practice, and a willingness to put in extra effort to excel, which Nayri is willing to do. Nayri is also a part of a few different youth groups that among other things, conduct charity events. Nayri has a sincere concern for those around her and an awareness of the importance of being a good citizen in our community. While having such a busy schedule, Nayri continues to maintain academic excellence. As a result of her being involved in athletics, dance, singing, and her charitable endeavors, Nayri is well prepared to handle any challenges she may encounter in school or in life due to her dedication to always be the best she can be.

She is a student who works very hard, desires to learn, and will succeed. Nayri sets lofty goals for herself and constantly strives to exceed them. I consider her to be an exceptional student and person. I am happy to write this letter and offer up my strongest recommendation for her. Please consider Nayri's application very seriously.

Respectfully,

Edward Caughell

Math Teacher

[ec08bps@birmingham.k12.mi.us](mailto:ec08bps@birmingham.k12.mi.us)

January 10<sup>th</sup>, 2016

To whom it may concern:

I wish to recommend Nayri Carman as a student representative for your board.

Nayri Carman is still a student in my AP chemistry class and honors chemistry class at Seaholm High School during the 2015 – 2016 and 2014 – 2015 school years. She is a very motivated individual. She comes to class prepared, seeks help when needed and consistently achieves near the top of the class. Nayri also has excellent interpersonal skills, which enhance her ability to work well with class members. She is a considerate, and mature young woman and is a positive influence in the classroom. Her class members respect her and enjoy being a part of her group.

Nayri has a quiet air of confidence about her. She takes difficult material in stride and works to master it without complaint. Her self-assurance means that she needs little supervision and will generally solve problems on her own. She asks for help when necessary but always tries to reach solutions first. Nayri takes complete responsibility for her work which has always been turned in complete and on time. Nayri's passion for learning and inner drive make her a very unique individual. Her sense of integrity and personal honesty will contribute to her success in her future vocation.

Nayri is very enthusiastic about everything that she does. She dances in an Armenian youth dance group and is very excited and passionate about sharing her experiences. Nayri is a very talented and responsible young woman and it was my pleasure having her in class this year. I highly recommend her as a student representative.

Sincerely,

Amanda R. McDonald  
AP Chemistry Teacher  
Honors Chemistry Teacher  
Chemistry Teacher

**BIRMINGHAM CITY COMMISSION  
LONG RANGE PLANNING MINUTES  
JANUARY 16, 2016  
MUNICIPAL BUILDING, 151 MARTIN  
8:30 A.M.**

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Rackeline J. Hoff, Mayor, called the meeting to order at 8:38 AM.

**II. ROLL CALL**

ROLL CALL:	Present,	Mayor Hoff Commissioner Bordman Commissioner Boutros Commissioner DeWeese Commissioner Harris Mayor Pro Tem Nickita Commissioner Sherman
	Absent,	None

Administration: City Manager Valentine, City Attorney Currier, Clerk Pierce, Finance Director Gerber, Senior Accountant Burrick, DPS Director Wood, BSD Director Heiney, Police Chief Studt, Commander Albrecht, City Engineer O'Meara, HR Manager Taylor, Building Official Johnson, Fire Chief Connaughton, Assistant to the Manager Haines, IT Director Gemmell, City Planners Ecker & Baka, Museum Director Pielack, Library Director Koschik, Assistant Library Director Craft

**III. DISCUSSION ITEMS**

**I. FINANCE**

**FIVE-YEAR FINANCIAL FORECAST**

Tim St. Andrew, Plante Moran, presented the five-year financial forecast. He explained the state equalized value (SEV) and the taxable value. He noted that the SEV can go up with the market, where the taxable value can only go up by the lesser of 5% or inflation. He stated that it has been a good housing market and it is anticipated that it will continue to improve. City Manager Valentine explained that as taxable value grows, it is anticipated that the City will return to a high point in 2018-19.

Mr. St. Andrew stated that with the property tax growth and strong building permit activity, the City is expecting to see increases in the general fund, fund balance after 2017. The major streets fund and local streets fund relies heavily on general fund contributions to fund the services provided. He noted that throughout the five years, the City is heavily investing in the infrastructure.

In response to a question from Commissioner Harris regarding the delta between the Headlee cap and the operating millage, Joe Heffernan, Plante Moran, explained that Birmingham has never had to decrease its millage because it was forced to by the Headlee reduction. It is unusual for Headlee not to be impacting a community. Mr. Valentine stated that the reason for that is this strategic planning process to manage that gap. It is one of the key considerations when considering what maintains the AAA bond rating and any future needs.



## **CAPITAL IMPROVEMENTS**

Finance Director Gerber explained that the capital projects include buildings, parks, and other types of capital needs. The status of each project is listed and whether funds have been set aside for these projects. He noted that it is a tool used to determine future capital needs the City may have.

## **II. ENGINEERING**

### **MAJOR & LOCAL STREETS**

City Engineer O'Meara explained that Birmingham has approximately 22 miles of major streets and 63 miles of local streets. He noted that in 2014-15 only \$1.8 million was collected in gas tax revenues for road maintenance and \$7.8 million was spent. The difference was collected from the local property taxes. He explained how resurfacing projects are selected and what is done in a reconstruction project. In addition he explained the difference between resurfacing vs micro-surfacing, crack sealing vs asphalt rejuvenating, and unimproved vs improved roads.

DPS Director Wood explained the capeseal process and estimated price ranges. She confirmed for Commissioner Sherman that the average lifespan of a capeseal road is 7-10 years depending on the maintenance and conditions. Commissioner Sherman commented that the Commission will have to decide if it wants to improve the roads or to continue with a temporary fix.

Dorothy Conrad encouraged the City to provide a better explanation of improved roads for the general public knowledge.

Mayor Pro Tem Nickita suggested the City create a video to explain the process to improve roads and give examples of improved and unimproved roads.

Mr. O'Meara explained the street projects planned for 2016, 2017, and 2018. In response to a question from Commissioner Boutros, Mr. O'Meara explained that the road work is prioritized based on a point system after the roads and infrastructure are evaluated.

### **SIDEWALK MAINTENANCE**

City Engineer O'Meara explained that the sidewalk repairs which residents are responsible for include sidewalk damage crossing their driveway or if the sidewalk was lifted up due to a tree on their property. In the downtown area, the business owners are charged for brick repairs or wider than typical sidewalks. He explained that each year a different area of sidewalk is inspected and replaced as needed.

Commissioner Harris questioned if regularly scheduled repair to a sidewalk is billed to the property owner. Mr. O'Meara stated that approximately 85% of the bill is paid by the City.

### **BACKYARD SEWER AND WATER MASTER PLAN**

City Engineer O'Meara presented a history of the backyard sewer and water plan. He explained that in 2010 a master plan was created to address the issue of backyard sewer. He noted that easements are required in order to line the backyard sewers in the Quarton Lake area. He stated that there are a number of properties who have not signed an easement. Mr. O'Meara stated that 100% compliance is needed before the sewer can be lined.

### **ADA PARKING REQUIREMENTS**

City Engineer O'Meara explained that the ADA code has changed. As the new streets are built, the new parking meters must be installed at 42" above grade and will be shorter than in the past. In addition, if a street is reconstructed or resurfaced downtown, handicap spaces must be included at a ratio of 1 vehicle for up to 25 spaces on the block marked with the blue lines, blue meter, and standard disabled parking sign. It is recommended to do this on angled parking where possible. For parallel parking, if there is a 14 foot sidewalk or bigger, the space must be built five feet wider into that sidewalk for side-loading vehicles. He stated that approximately 64 spaces throughout the downtown would have to be marked handicap. He stated that this will go before the Advisory Parking Committee, then to the City Commission.

### **DOWNTOWN PARKING STRUCTURE PLANNING**

City Engineer O'Meara explained the history of the parking system. He stated that a parking study committee was formed to address future parking demand. He explained the parking demand versus available parking. The ad hoc parking development committee was formed to study this. He explained the parking structure options considered by the committee.

Mayor Hoff noted that the committee determined to not go further with the Pierce Structure and to focus on the North Old Woodward Structure.

Mayor Pro Tem Nickita commented on parking capacity and noted that Bates Street makes the most sense.

### **III. BIRMINGHAM SHOPPING DISTRICT (BPS) PLAN FOR DOWNTOWN CONSTRUCTION**

BPS Director Heiney explained the mission of the BPS and the four operational areas that the BPS operates to support the commercial district which includes marketing/advertising, special events, maintenance capital improvements/beautification, and business recruitment. He explained that the BPS has steadily increased its fund balance while keeping the assessment rate flat and maintaining and improving services. The fund balance provides an opportunity for the BPS to provide additional support to business and property owners during the next several years of downtown construction scheduled to begin in 2017. The idea is to utilize the additional resources to provide services to bring shoppers downtown. One of the services is valet parking at strategic locations six days a week and to add additional signage indicating the business are open during the construction.

### **IV. PLANNING CITY-WIDE MASTER PLAN UPDATE**

City Planner Baka presented an overview of the Birmingham Future Land Use Plan, Downtown Birmingham 2016 Plan, Eton Road Corridor Plan, Triangle District Plan, Alleys and Passages Plan, and the Multi-Modal Transportation Plan. He reviewed the key achievements and objectives in each plan.

Dorothy Conrad expressed concern with overbuilding in the residential areas. She suggested a review of residential development be incorporated into the planning process.

Mayor Pro Tem Nickita suggested the plans be unified. He commented that the City needs to get in front of certain things such as lot combinations. He stated that the City defines what the plan should include.

Commissioner Bordman noted that there is no mechanism to identify historic homes.

### **REGIONAL PROJECTS**

City Planner Ecker discussed regional collaboration and the principles of transit oriented development. She explained the status of the bus rapid transit system. She noted that a Regional Transit Authority was established to oversee all of the regional mass transit projects in metro Detroit.

Ms. Ecker explained that the Woodward Avenue Action Association received a grant to do a complete streets study on the entire Woodward Corridor. She explained that complete streets feature bike lanes, sharrows, bike paths, transit stops, better crossing opportunities, crossing islands, bumpouts, traffic calming measures, accessibility features. She explained that the Woodward Avenue Complete Streets Plan will be presented to the Commission soon.

In response to a question from Commissioner Harris, Ms. Ecker explained that each community has a representative speaking on its behalf before the Regional Transit Authority. Mr. Valentine noted that as the groups gather collaborative consensus for the corridor, the actual implementation will have a local impact.

Ms. Ecker confirmed for Commissioner Boutros that if the plan gets to the preliminary engineering stage where the plans are drawn, the City would have a much larger role in the plan as it would be reviewed by City boards. She noted that the speed limit is regulated by MDOT.

### **BISTRO LICENSE PROGRAM REVIEW**

City Planner Ecker presented a review of the bistro program and reviewed the bistro regulations. She stated that the objective was to control the types of restaurants that were coming in and to make sure they were what the community was looking for. She explained the bistro review process and noted that as a result of the bistro program, there have been ten new bistros and seven existing restaurants that converted into the bistro program.

Peter Bray suggested a program be created that would encourage family restaurants.

The Commission recessed at 11:35 AM.

The Commission reconvened at 11:41 AM.

## **V. DEPARTMENT OF PUBLIC SERVICES**

### **ENHANCED ISLANDS – WOODWARD AVE.; ROUGE RIVER TRAIL MASTER PLAN; POPPLETON PARK SITE PLAN; ADAMS PARK SITE PLAN; KENNING PARK MASTER PLAN; BARNUM PARK**

DPS Director Wood explained that the City has contracted with Michael Dul to begin working on plans to enhance the islands on Woodward between Oakland and Brown for form and function.

Ms. Wood explained that the Rouge River Trail Master Plan includes the addition of pedestrian bridges located in Booth Park connecting from North Old Woodward; Linden to Lynn Smith Park; replacement of the bridge on West Maple walkway to Linden, Booth Park and Willits connecting the open lot; and Willits west of Maple connecting to Baldwin Avenue. Ms. Wood explained that a consultant was hired to move forward on a design competition process.

Mayor Pro Tem Nickita commented that a lot of clarity is needed on the budgeting as the design will dictate the cost. Ms. Wood confirmed that it is a very preliminary estimate. The enhancements could include a plaza feature, boardwalk, bridge, and foundation. She explained that it is the components that lead up to the bridge that are part of the project which takes into consideration the terrain, slope, plaza, and the development of the area.

Commissioner Bordman and Mayor Hoff questioned if the design competition would be presented to the Parks Board first or the Commission. Mr. Valentine stated that the design competition should meet the objectives of the Commission which had the idea that introduced it. The Parks Board should implement and work out the details on the program and return to the Commission with a formal recommendation.

Ann Bray commented that the climate is changing which affects the river. She noted that this is the only wildlife corridor fly-away for the birds left in southeastern Michigan.

George Stern encouraged the integration of the Museum with the park and trail system.

Ms. Wood explained that there is a park concept plan for Poppleton Park, Adams Park, Kenning Park and Barnum Park.

Cindy Rose commented on the fundraising efforts for Barnum Park improvements.

The Commission recessed at 12:26 PM.

The Commission reconvened at 12:47 PM.

## **VI. BUILDING DEPARTMENT ONLINE INSPECTION SCHEDULING & PERMITTING**

Building Official Johnson explained the improvement to the permitting process which will allow permit holders to schedule inspections online. He explained the ease of the process and how it will increase efficiency. He noted that the inspection results could be emailed to the permit holder as well. He stated that staff will still accept calls in the office to schedule inspections.

Mr. Johnson confirmed for Mayor Hoff that it is anticipated the department will go live by the end of April, 2016.

## **VII. POLICE DEPARTMENT ORGANIZATIONAL CHANGES**

Police Chief Studt explained the organizational changes in the Police Department include moving from three 8-hour shifts to four 12-hour shifts. This will reduce the overtime, and allow for easier scheduling of ongoing training. The Deputy Chief position will be eliminated and replaced with three commanders to oversee operations, investigations, and services. Chief Studt further explained the various staff trainings and interagency agreements currently in place.

In response to a question from Commissioner Bordman regarding body cameras worn by officers, Chief Studt explained that each vehicle has a camera system. He noted that he would like to see the legislature enact standards on body cameras prior to implementation.

## **VIII. LIBRARY**

### **STATUS OF PROPOSED ADULT SERVICES RENOVATIONS LONG RANGE LIBRARY BUILDING VISION**

Library Director Koschik explained the objectives of the library improvement project include efficiency of the building, infrastructure improvements, improving circulation and wayfinding, providing better handicap accessibility access for families, increase study and collaboration spaces, and expanding the youth areas. He noted that the aesthetic improvements include respecting the integrity of the Birkerts addition, bringing in more light, and improving the acoustics. He explained that all three phases would cost approximately \$5.7 million. He pointed out that Phase 1 would not compromise any improvements or vision for Phases 2 and 3. The next step is to come up with funding strategies.

Commissioner DeWeese questioned the plan to bring this before the Commission to proceed with Phase 1 and the funding mechanism. City Manager Valentine explained that this will come before the Commission to award the contract for Phase 1, which the Library will be funding. The funding for the actual project will be discussed at the budget session.

Commissioner Harris noted that a committee could be formed, as suggested by the Library Board, at that time without compromising funding consistent with the Phase 1 timeline. He questioned if the Library Board envisioned that the committee would address all three phases or just the latter two. Mr. Koschik confirmed that the main interest is in the first phase, then to have a discussion on Phases 2 and 3.

Dorothy Conrad and Patty Edwards expressed support of the library project.

David Bloom and Jim Suhay agreed that a committee should be formed for this project.

Commissioner Sherman left at 1:46 PM.

## **IX. FIRE DEPARTMENT**

### **CHESTERFIELD FIRE STATION CONSTRUCTION**

Fire Chief Connaughton explained the history of the Chesterfield Fire Station. He commented on the operational needs which the new station will address including a larger apparatus bay, men/women bathrooms and locker rooms, and communication/work room and the opportunity for growth to house more than two firefighters. He stated that it is anticipated the project will be complete in August, 2017.

## **X. HISTORICAL MUSEUM STRATEGIC PLAN**

Museum Director Pielack explained that the museum will be reviewing the strategic plan. She explained the successful outcomes of the plan include increased attendance at the museum and on-line presence, grant funding for a number of projects such as the outdoor wifi in the park. She noted that this year the structure for the historic Hill School Bell will be constructed. She stated that going forward the focus will be on digitization of the collection and continuing the park accessibility, the wifi improvements and rebranding.

In response to a question from Mayor Hoff, Ms. Pielack confirmed that the preferred name of the museum, based on the survey, is "The Birmingham Museum". She explained that the name change will be incorporated into the rebranding process.

## **XI. CITIZENS ACADEMY**

Assistant to the City Manager Haines introduced a Citizens Academy program to increase understanding about how local governments operate. She stated that it would be held once a year and limited to twenty participants. The Commission expressed support of this program.

Ashley Aidenbaum expressed support of the Citizens Academy.

## **CITY LOGO**

Assistant to the Manager Haines explained that it was suggested the City review its branding and image in regards to updating its logo as the current logo is almost twenty years old. She explained the process would start by issuing a Request for Proposal.

Mayor Pro Tem Nickita expressed support of the rebranding of the City logo.

Mayor Hoff suggested this move forward once the Commission has completed its goal setting.

## **IV. PUBLIC COMMENT**

George Stern, 1090 Westwood, suggested Greenwood Cemetery be added to the next Long Range Planning agenda. He requested that the Commission charge the Cemetery Board to return to the Commission with the status of what they are doing about reclamation.

City Manager Valentine clarified for Mr. Stern that the Commission did not direct that the reclamation process be started. He explained the Commission direction regarding the sale of the new graves.

## **V. ADJOURN**

The meeting adjourned at 2:16 PM

Laura M. Pierce  
City Clerk

**BIRMINGHAM CITY COMMISSION MINUTES**  
**JANUARY 25, 2016**  
**MUNICIPAL BUILDING, 151 MARTIN**  
**7:30 P.M.**

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Rackeline J. Hoff, Mayor, called the meeting to order at 7:32 PM.

**II. ROLL CALL**

ROLL CALL:	Present,	Mayor Hoff Commissioner Bordman Commissioner Boutros Commissioner DeWeese Commissioner Harris Mayor Pro Tem Nickita (arrived at 7:36 PM) Commissioner Sherman
	Absent,	None

Administration: City Manager Valentine, City Attorney Currier, Clerk Pierce, Assistant to the Manager Haines, City Engineer O'Meara, DPS Director Wood, Fire Chief Connaughton, Police Chief Studt, Deputy Police Chief Clemence, Special Event Coordinator Rondello, Building Official Johnson, Library Director Koschik, Assistant Library Director Craft

**III. PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AWARDS, APPOINTMENTS, RESIGNATIONS AND CONFIRMATIONS, ADMINISTRATION OF OATHS, INTRODUCTION OF GUESTS AND ANNOUNCEMENTS.**

**01-14-16                      2015 OUTSTANDING BUILDING OFFICIAL AWARD  
RECOGNITION OF BRUCE JOHNSON**

The City Commission recognized Bruce Johnson, Building Official, who was presented with the 2015 Outstanding Building Official Award from the Home Builders Association of Southeastern Michigan.

**01-15-16                      STATE REPRESENTATIVE MIKE MCCREADY &  
STATE SENATOR MARTY KNOLLENBERG**

State Senator Marty Knollenberg presented an update on the road legislation. He commented on SB 571 and explained that there is pending legislation to amend and clarify it.

State Representative Mike McCready explained that SB 571 had updates to election finance laws dealing with leadership accounts, the repayment of and disclosures referred to as PAC accounts. An amendment was added to it which changed the way local governments could notify their constituents of any bond or millage increases or other related items. He noted that he will be working closely with the Michigan Municipal League, the Township Association, the Library Association, and the schools to get the best possible language to amend it.

Commissioner Sherman pointed out that the number of times that a local body has had a complaint as a result of improper usage of funds since 2012 is five of approximately fifty

complaints. It is not a rampant problem. He noted that an article from Moody's, which considers this a negative credit event. We are AAA bond rated community. If as a result of legislation in Lansing, Moody's comes in and says that is no longer the case, we are going to have to look to Lansing to fix it. The City cannot have legislation that will impair our ability to go out to the bond market when we need to borrow money.

State Representative Mike McCready explained HB 5103 and 5104 regarding aggressive solicitation. He noted that pan-handling is a growing public safety concern. He noted that the HB will establish restrictions on the state level to act as a fall back for communities that have not yet addressed this matter. HB 5103 would prohibit an individual from requesting donations near a bank entrance/exit or within 15 feet of an ATM and prohibits a person from requesting a donation in a manner that is intimidating, abusive, or causes another to feel bodily harm is eminent. He explained the proposed penalty for violations.

Commissioner Sherman suggested treating pan-handling as a business or occupation where it could be licensed and regulated. Rep. McCready will look into it.

In response to a comment by DeAngello Espree, Mr. Currier explained that if there is an aggressive pan-handler, it is important for the public to call the police department immediately.

**01-16-16                      APPOINTMENT TO THE  
BOARD OF BUILDING TRADES APPEAL**

Applicant Benjamin Stahelin, 1832 East Lincoln, was not in attendance. The Commission agreed to postpone the appointment to the Board of Building Trades Appeal until the applicant is able to be present for an interview.

**01-17-16                      APPOINTMENT TO THE  
BOARD OF REVIEW**

Applicant Elicia Katrib, 1832 East Lincoln, was not in attendance. The Commission agreed to postpone the appointment to the Board of Review until the applicant is able to be present for an interview.

**01-18-16                      APPOINTMENT TO THE  
PLANNING BOARD**

The Commission interviewed the following individuals for appointment to the Planning Board.

- Corey Jacoby, 1433 Maryland
- Lisa Prasad, 622 Vinewood
- Kathleen Devereaux, 1019 Rivenoak

**MOTION:** Motion by Bordman:

To appoint Lisa Prasad, 622 Vinewood, as an alternate member to serve the remainder of a three-year term on the Planning Board to expire November 2, 2017.

**MOTION:** Motion by DeWeese:

To appoint Kathleen Devereaux, 1019 Rivenoak, as an alternate member to serve the remainder of a three-year term on the Planning Board to expire November 2, 2017.



**MOTION:** Motion by Boutros:

To appoint Corey Jacoby, 1433 Maryland, as an alternate member to serve the remainder of a three-year term on the Planning Board to expire November 2, 2017.

**VOTE ON NOMINATION OF PRASAD:**

Yeas, 5 (Bordman, Harris, Hoff, Nickita, Sherman)

Absent, None

Ms. Prasad was appointed as an alternate member on the Planning Board.

**01-19-16 APPOINTMENT TO THE  
AD HOC PARKING DEVELOPMENT COMMITTEE**

**MOTION:** Motion by Bordman:

To appoint Gordon Rinschler, 959 Oakland, as the resident member with a commercial development background, to the Ad Hoc Parking Development Committee.

**VOTE:** Yeas, 7

Absent, None

The Clerk administered the oath to the appointed board members.

**01-20-16 APPOINTMENT OF CITY COMMISSION REPRESENTATIVE  
TO THE BIRMINGHAM NEXT BOARD OF DIRECTORS**

Commissioners Bordman and Sherman expressed interest in serving as the City Commission representative on the Birmingham Next Board of Directors.

**MOTION:** Motion by DeWeese:

To appoint Commissioner Bordman as the City Commission representative on the Birmingham Next Board of Directors.

**VOTE:** Yeas, 7

Absent, None

**IV. CONSENT AGENDA**

All items listed on the consent agenda are considered to be routine and will be enacted by one motion and approved by a roll call vote. There will be no separate discussion of the items unless a commissioner or citizen so requests, in which event the item will be removed from the general order of business and considered under the last item of new business.

**01-21-16 APPROVAL OF CONSENT AGENDA**

The following item was removed from the consent agenda:

- Item F (Award Bid for Gasoline and Diesel Fuel) by Mayor Hoff

**MOTION:** Motion by DeWeese, seconded by Harris:

To approve the consent agenda as follows:

- A. Approval of City Commission Goal Setting Workshop minutes of January 9, 2016.
- B. Approval of City Commission minutes of January 11, 2016.
- C. Approval of warrant list, including Automated Clearing House payments, of January 13, 2016 in the amount of \$559,905.69.

- D. Approval of warrant list, including Automated Clearing House payments, of January 20, 2016 in the amount of \$6,605,446.34.
- E. Resolution approving the federal funds in the amount of \$835.85 in supplemental award for the 2014 Emergency Management Performance Grant. Further, directing the Mayor to sign the agreement on behalf of the City.
- G. Resolution approving a request submitted by the Lungevity Foundation requesting permission to hold Breathe Deep Michigan, a 5K walk, on Saturday, June 4, 2016, contingent upon compliance with all permit and insurance requirements and payment of all fees and, further pursuant to any minor modifications that may be deemed necessary by administrative staff at the time of the event.
- H. Resolution approving a request from the Birmingham Shopping District to hold Birmingham Farmers' Market May through October, 2016 from 9:00 AM to 2:00 PM, in Municipal Parking Lot No. 6 contingent upon compliance with all permit and insurance requirements and payment of all fees and, further pursuant to any minor modifications that may be deemed necessary by administrative staff at the time of the event.

ROLL CALL VOTE:	Yeas,	Commissioner Bordman Commissioner Boutros Commissioner DeWeese Commissioner Harris Mayor Pro Tem Nickita Commissioner Sherman Mayor Hoff
	Nays,	None
	Absent,	None
	Abstention,	None

<b>V. UNFINISHED BUSINESS</b>
-------------------------------

<b>VI. NEW BUSINESS</b>
-------------------------

**01-22-16                      ESTABLISHMENT OF A REVIEW PROCESS FOR  
CHANGING CITY STREET NAMES**

Assistant to the Manager Haines explained that the City received a petition, signed by all five residents on Millrace Road, requesting that the name of the road be changed to Lakeside Court. She explained that the City Commission has the ability to change the street name through a public hearing as provided for in the Charter. The second option is to direct staff to develop a policy to consider street name change requests and provide a process whereby the request would be reviewed by the Historical Museum, Historic District Study Committee, City Departments, and other agencies which may be necessary to determine its impact on the City financially and historically.

Mayor Hoff questioned when the last time a street name was changed. Mr. Currier and Mr. Valentine agreed that the City initiated the change from Hunter to Old Woodward.

Commissioners Harris expressed his preference to develop a policy as the decision should not be made without the historical information. Commissioner DeWeese and Mayor Pro Tem Nickita agreed.

**MOTION:** Motion by Nickita, seconded by DeWeese:

To direct staff to develop a policy to consider street name change requests to provide a review by the Historical Museum, the Historic District Study Committee, City Departments, and other agencies as may be necessary to determine its impact on the city, along with associated costs, and further, tabling all requests until a street name change policy has been adopted by the City Commission.

Russ Dixon expressed support of a citizen review board to review the request. He pointed out that prior to Hunter, Brownell Street was changed to Peabody.

VOTE: Yeas, 7  
Nays, None  
Absent, None

**01-23-16 ARCHITECTURAL SERVICES AGREEMENT FOR THE  
BALDWIN PUBLIC LIBRARY**

Library Director Koschik explained the request to approve the agreement with Luckenbach Ziegelman Gardner for architectural services for the proposed renovation of the Adult Services section of the Baldwin Public Library. He explained that the RFP is for the remaining stages of the architectural work which includes design development, construction drawings, bidding in construction assistance. Because the building is owned by the City and not the Library, the City is also involved in the process. He noted that only one bid was received. He stated that if it is approved, the Library will move ahead with the next two stages of the project – design development and construction drawings. The Library will pay the \$117,000 out of its budget. He stated that there is an expectation that this project will move ahead in the near future that a funding mechanism of some kind will be found so the project can move forward.

Commissioner Sherman explained that the City cannot guarantee that the project will be funded as the Commission will have to work through the funding mechanism. There are no guarantees, however the Commission will do everything they can to make it happen.

**MOTION:** Motion by DeWeese, seconded by Sherman:

To approve the agreement with Luckenbach Ziegelman Gardner for architectural services for the proposed renovation of the Adult Services section of the Baldwin Public Library, contingent upon the approvals required by Section 2-289 of the Birmingham City Code, with funds to be paid by the Library, and further to direct the Mayor and City Clerk to sign the agreement on behalf of the City.

The following individuals expressed support of the project:

Dorothy Conrad  
Patty Edwards  
Frank Pisano  
David Bloom  
Larry Bertollini  
Russ Dixon

VOTE: Yeas, 7  
Nays, None  
Absent, None

The Commission received communications in support of the Adult Services Phase One Project from the following individuals:

- Margaret Betts, 1692 Washington
- Gerald and Carolyn Dreer, 2794 Derby

**01-24-16                      INTERIM-STUDY REPORT ON THE WEST MAPLE ROAD  
LANE TRIAL RECONFIGURATION PROJECT**

Mike Labadie, Fleis & VandenBrink, presented the interim study report on the progress of the West Maple Road Lane Trial Reconfiguration Project. He explained the number of crashes, average speeds and the daily traffic volume dropped. The cut through traffic was reduced and there was no change to the level of service and travel time in the corridor.

In response to a question from Mayor Hoff regarding the decrease in traffic volume on West Maple, Mr. Labadie explained that the volumes from the before condition were taken from an average from 1999-2002. He noted that the next report will show this data with the original six month plan.

Mr. Labadie explained for Commissioner Bordman that the traffic volume figures is more recent. He confirmed for Commissioner Harris that the comparison information is current except for the traffic volume information on West Maple.

Commissioner Boutros commented that there is a bit of congestion on West Maple. Mr. Labadie explained that calculations were taken at three peak times during the day.

David Bloom suggested each slide in the presentation be annotated with the data that was collected.

**01-25-16                      HAMILTON AVENUE PAVING PROJECT CONTRACT AWARD**

City Engineer O'Meara explained the project to reconstruct Hamilton includes new sewer, watermain, sidewalks, and street lights. He explained that the ramifications to the business community has been thought through. He noted that there are some incentives to the contractor if the project is completed ahead of schedule and if it is completed behind schedule the contractor would be penalized.

Mayor Hoff questioned the difference between the budgeted amount for the project and the actual cost. Mr. O'Meara explained that the construction costs are increasing.

Mr. O'Meara confirmed for Commissioner Bordman that the street lights would be able to accommodate the same size banners as is currently hung.

Mr. O'Meara confirmed for Commissioner Sherman that the pedestrian scale lights will be LED.

Mr. O'Meara confirmed for Mayor Pro Tem Nickita that a crosswalk will be at the Ferndale intersection.

Mayor Pro Tem Nickita questioned if the City is intending to build out the intersection at Old Woodward with the intention of revising it when Old Woodward is redone.

Mr. O'Meara confirmed that the intersection will be completely rebuilt in 2017.

Mayor Pro Tem Nickita commented on northbound Park Street, between Maple and Hamilton. He noted that that intersection is unusual and highly pedestrian and questioned whether it has been reviewed to potentially add a stop sign and crosswalk. He pointed out that if it is going to be rebuilt, why would it not be addressed. He suggested this area be reviewed.

Mayor Pro Tem Nickita noted that the project includes four foot bumpouts. He suggested that the bumpout size be revised to incorporate the new policy being reviewed by the Multi-Modal Transportation Board.

**MOTION:** Motion by DeWeese, seconded by Boutros:

To award the Hamilton Ave. Paving Project, Contract #3-16(P), to F.D.M. Contracting, Inc. of Shelby Township, MI, in the amount of \$1,465,332.00, to be funded from the following accounts:

Sewer Fund	590-536.001-981.0100	\$ 477,194.93
Water Mains Fund	591-537.004-981.0100	\$ 230,260.24
Major Streets Fund	202-449.001-981.0100	\$ 182,268.84
Local Streets Fund	203-449.001-981.0100	\$ 434,324.77
General Fund		
(Sidewalk SAD)	101-444.001-985.7200	\$ 137,684.83
APS Fund		
(Parking meters)	585-305.000-811.0000	\$ 3,598.39
<b>TOTAL</b>		<b>\$1,465,332.00</b>

And further, approve the appropriation and amendment to the 2015-2016 Major & Local Street Funds, as well as the Sewer and Water Fund budgets as follows:

Major Streets Fund

Revenues:

Draw from Fund Balance	
202-000.000-400.0000	\$42,270
<b>Total Revenue</b>	<b>\$42,270</b>

Expenditures:

EPS-Construction/Public Improvements	
202-449.001-981.0100	\$42,270
<b>Total Expenditures</b>	<b>\$42,270</b>

Local Streets Fund

Revenues:

Draw from Fund Balance	
203-000.000-400.0000	\$34,430
<b>Total Revenue</b>	<b>\$34,430</b>

Expenditures:

EPS-Construction/Public Improvements	
203-449.001-981.0100	\$34,430
<b>Total Expenditures</b>	<b>\$34,430</b>

Sewer Fund		
Revenues:		
Draw from Fund Balance		
590-000.000-400.0000		\$377,200
Total Revenue		\$377,200
Expenditures:		
Sewer Capital Improvements		
590-536.001-981.0100		\$377,200
Total Expenditures		\$377,200

Water Fund		
Revenues:		
Draw from Fund Balance		
591-000.000-400.0000		\$200,260
Total Revenue		\$200,260
Expenditures:		
Water Mains Capital Improvements		
591-537.004-981.0100		\$200,260
Total Expenditures		\$200,260

And to direct staff to come back with the revised quote for amending the current four foot bumpouts to six foot bumpouts to review the costs and make a decision at a later time in accordance with the Multi-Modal recommendation.

Commissioner Boutros questioned the effect on the budget and timing of the project. Mr. O'Meara stated that it would be brought to the Mulit-Modal Transportation Board, then back to the Commission.

Mayor Pro Tem Nickita requested that drawings for all special land use and infrastructure projects be included in the agenda packet for all phases of the City Commission discussions.

VOTE: Yeas, 7  
Nays, None  
Absent, None

**01-26-16 SET PUBLIC HEARING FOR THE INSTALLATION  
OF LATERAL SEWERS WITHIN THE  
HAMILTON AVENUE PAVING PROJECT AREA**

City Engineer O'Meara explained that all the sewer laterals that are over fifty years old would be replaced.

**MOTION:** Motion by Sherman, seconded by Nickita:

To set a Public Hearing of Necessity on Monday, February 22, 2016, at 7:30 PM, for the installation of lateral sewers within the Hamilton Ave. Paving project area. If necessity is declared on February 22, 2016, setting a Public Hearing of Confirmation on Monday, March 14, 2016, at 7:30 PM to confirm the roll for the installation of lateral sewers in the Hamilton Ave. Paving project area.

VOTE: Yeas, 7  
Nays, None  
Absent, None

**01-27-16 SET PUBLIC HEARING FOR THE INSTALLATION OF  
SIDEWALK STREETScape ADJACENT TO ALL PROPERTIES ON  
HAMILTON AVE FROM N OLD WOODWARD TO WOODWARD AVE**

City Engineer O'Meara explained that the sidewalk system will be replaced. He noted that the City will fund 25% of the cost. He noted the cost is \$11.00 per square foot based on the low bidders bid.

**MOTION:** Motion by Sherman, seconded by DeWeese:  
To receive the report prepared by the Engineering Department, and setting a Public Hearing of Necessity on Monday, Feb 22, 2016 at 7:30 PM, for the installation of sidewalk streetscape adjacent to all properties on Hamilton Ave. from N. Old Woodward Ave. to Woodward Ave., and Park St., from Hamilton Ave. to E. Maple Rd. If necessity is determined on Feb 22, 2016, setting a Public Hearing of Confirmation on March 14, 2016 at 7:30 PM to review the assessments and confirm the roll.

VOTE: Yeas, 7  
Nays, None  
Absent, None

**01-28-16 SET SPECIAL MEETING DATE FOR  
CITY COMMISSION GOAL SETTING WORKSHOP FOLLOW UP**

**MOTION:** Motion by Boutros, seconded by Sherman:  
To set a special meeting date of the City Commission for Monday, February 8, 2016, for the purpose of conducting a follow-up meeting to the City Commission Goal Setting Workshop.

VOTE: Yeas, 7  
Nays, None  
Absent, None

**01-29-16 CLOSED SESSION REQUEST  
ATTORNEY CLIENT PRIVILEGE COMMUNICATION**

**MOTION:** Motion by Sherman, seconded by DeWeese:  
To meet in closed session to discuss an attorney/client privilege communication in accordance with Section 8(h) of the Open Meetings Act.

ROLL CALL VOTE: Yeas, Commissioner Boutros  
Commissioner DeWeese  
Commissioner Harris  
Mayor Pro Tem Nickita  
Commissioner Sherman  
Commissioner Bordman  
Mayor Hoff  
Nays, None  
Absent, None  
Abstention, None

## **VII. REMOVED FROM CONSENT AGENDA**

### **01-30-16 AWARD OF COOPERATIVE BID FOR GASOLINE AND DIESEL FUEL**

In response to a question from Mayor Hoff, DPS Director Wood clarified that the City is locking in the bid factors for the price of the gasoline, not buying the rate per gallon.

**MOTION:** Motion by Nickita, seconded by Sherman:

To approve the split award of the MITN cooperative bid of unleaded gasoline and diesel fuel for truck transport deliveries to RKA Petroleum Companies, Inc., 28340 Wick Road, Romulus, MI 48174 and Ports Petroleum Co., Inc. 1337 Blachleyville Road, Wooster, OH 44691; and further, approving the award for tank wagon deliveries to RKA Petroleum Companies, 28340 Wick Rd., Romulus, MI, 48174 and Atlas Oil Company, 24501 Ecorse Road, Taylor, MI 48180; based on bid factors included in the respective bids for a two-year period from February 1, 2016 through January 31, 2018, with the option to extend the terms and conditions an additional two years upon mutual consent. Funds for this purchase of gasoline and diesel fuels are budgeted in Auto Equipment Fund – Fuel Expense account #641-441.006-737.0000.

VOTE: Yeas, 7  
Nays, None  
Absent, None

## **VIII. COMMUNICATIONS**

### **01-31-16 COMMUNICATIONS**

The Commission received a communication from Michael Clawson regarding the proposed charter amendment. City Manager Valentine confirmed for Mayor Pro Tem Nickita that a response will be sent to Mr. Clawson.

## **IX. OPEN TO THE PUBLIC FOR MATTERS NOT ON THE AGENDA**

### **01-32-16 OPEN TO THE PUBLIC FOR MATTERS NOT ON THE AGENDA**

Patricia Lang, Floyd Street, expressed concern with her neighbor's outdoor cats causing a disturbance at her house with her indoor cats. City Manager Valentine stated that he will contact Ms. Lang after the meeting for additional information.

## **X. REPORTS**

### **01-33-16 COMMISSIONER REPORTS**

The Commission intends to appoint members to the Ad Hoc Rail District Review Committee on February 22, 2016.

### **01-34-16 COMMISSIONER COMMENTS**

Commissioner Harris noted that the one of the individuals portrayed in the book Henderson's Light is looking to have all the individuals interviewed in the book, to sign a copy of one, to be displayed at the Museum.

### **01-35-16 CITY STAFF REPORTS**

The Commission received the Quarton Lake Treatment Plan submitted by DPS Director Wood. Commissioner Bordman expressed relief that the chemical glyphosate will not be used in this treatment.



The Commission received the Demolition Operations Report submitted by Building Director Johnson.

The Commission received the Hill School Bell Project Fundraising Report submitted by Museum Director Pielack. Mayor Hoff announced that the Museum has reached its fundraising goal.

The Commission recessed to closed session at 10:06 PM.  
The Commission reconvened in open session at 10:35 PM.

<b>XI. ADJOURN</b>
--------------------

The meeting adjourned at 10:35 PM.

Laura M. Pierce  
City Clerk

**City of Birmingham**  
**Warrant List Dated 01/27/2016**

Meeting of 02/08/2016

Check Number	Early Release	Vendor #	Vendor	Amount
239812		MISC	1469 BIRMINGHAM BLVD LLC	2,500.00
239813	*	007935	42-1 DISTRICT COURT	1,000.00
239814	*	000820	46TH DISTRICT COURT	300.00
239815	*	000855	48TH DISTRICT COURT	100.00
239816	*	000855	48TH DISTRICT COURT	1,000.00
239817	*	000855	48TH DISTRICT COURT	350.00
239818	*	000855	48TH DISTRICT COURT	100.00
239819	*	000855	48TH DISTRICT COURT	100.00
239820	*	000855	48TH DISTRICT COURT	100.00
239821	*	000855	48TH DISTRICT COURT	100.00
239822	*	000855	48TH DISTRICT COURT	100.00
239823	*	000855	48TH DISTRICT COURT	100.00
239824	*	MISC	74TH DISTRICT COURT	542.00
239825		002284	ABEL ELECTRONICS INC	179.90
239826		MISC	ADCO CONSTRUCTION SERVICES	200.00
239827		MISC	ADVANCED HOME SOLUTIONS	200.00
239828		003708	AIRGAS GREAT LAKES	151.43
239829		005795	ALLIE BROTHERS, INC	268.47
239830		007787	ALLIED PLUMBING & SEWER	485.00
239831		000161	ALPHA PSYCHOLOGICAL SERVICE	1,390.00
239832		MISC	AP BUILDERS	5,900.00
239833		001252	APWA - MICHIGAN CHAPTER	650.00
239834		000500	ARTECH PRINTING INC	101.50
239835	*	006759	AT&T	277.99
239837	*	006759	AT&T	0.38
239838	*	006759	AT&T	82.28
239839		MISC	B-DRY SYSTEM OF MICHIGAN INC	100.00
239840		MISC	BABI CONSTRUCTION INC	2,500.00
239843	*	003380	MATT BALDWIN	30.57
239844		003012	BATTERIES PLUS	12.95
239845		001103	BCI ADMINISTRATORS INC	54,850.00
239846		000519	BELLE TIRE DISTRIBUTORS	358.50
239847	*	007345	BEVERLY HILLS ACE	122.03
239848		007624	BIRMINGHAM OIL CHANGE CENTER, LLC	30.72
239849		MISC	BIRMINGHAM SUSHI CAFE INC	5,000.00
239850		MISC	BLUE DE-SIGNS, LLC	300.00
239851		MISC	BLUE DESIGN	200.00
239852		MISC	BOYD CONSTRUCTION	300.00
239853		006229	BROOKS-ALLAN	266.41
239854		006177	BULLSEYE TELECOM	37.07
239855		MISC	BURTON BROTHERS	200.00
239856		006257	C.S. MCKEE LP	4,714.53
239858		007922	CHANNING BETE COMPANY, INC	191.90

**City of Birmingham**  
**Warrant List Dated 01/27/2016**

Meeting of 02/08/2016

Check Number	Early Release	Vendor #	Vendor	Amount
239859		MISC	CHRISTINE DALTON	100.00
239860		000605	CINTAS CORPORATION	128.64
239861		MISC	CLEARVIEW HOMES LLC	2,000.00
239862		MISC	CLEMENT CONSTRUCTION COMPANY LLC	2,000.00
239863	*	007625	COMCAST	323.45
239864		000979	COMERICA BANK	15,910.76
239865	*	000627	CONSUMERS ENERGY	14,341.82
239866		002167	CONTR. WELDING & FABRICATING INC	5,460.00
239867		002668	CONTRACTORS CLOTHING CO	396.87
239868		005742	CRAIN'S DETROIT BUSINESS	39.00
239869		001563	DEAF & HEARING IMPAIRED SERV INC	1,264.00
239870	*	000177	DELWOOD SUPPLY	130.92
239871		MISC	DJL2 LLC	2,500.00
239872	*	000565	DORNBOS SIGN & SAFETY INC	480.16
239873		000995	DSS CORPORATION	4,034.59
239874	*	000179	DTE ENERGY	20,344.12
239875	*	000180	DTE ENERGY	9,308.21
239876		MISC	DUNBAR CONSTRUCTION INC	300.00
239877	*	007684	ELITE TRAUMA CLEAN-UP INC.	50.00
239878		MISC	ETCHEN GUMMA LIMITED	2,500.00
239879		MISC	F JOHN WAGNER TRUST	100.00
239880		MISC	FOUNDATION SYSTEMS OF MICHIGAN INC.	200.00
239881		MISC	GERALDINE JENNIFER BIRKETT TTEE	700.00
239882		004604	GORDON FOOD	429.88
239883		MISC	GOTTSCHALK, RAND	100.00
239884		000243	GRAINGER	52.16
239885		004983	GREAT AMERICAN BUSINESS PRODUCTS	515.15
239886		000245	GREAT LAKES POPCORN CO	69.95
239888	*	007827	HAILEY KASPER	142.50
239889		MISC	HALL & HUNTER REALTORS	500.00
239890		000261	J.H. HART URBAN FORESTRY	10,848.30
239891		001672	HAYES GRINDING	261.00
239892		MISC	HM HOMES LLC	900.00
239894	*	000331	HUBBELL ROTH & CLARK INC	4,989.49
239895		000948	HYDROCORP	1,060.00
239896		006640	IACP	150.00
239897		007021	THE IDENTITY SOURCE INC.	122.58
239898		MISC	ILENE BETH TECHNER	200.00
239899		000340	INDUSTRIAL BROOM & BRUSH	285.00
239900		003888	INTERNATIONAL CODE COUNCIL INC	2,254.72
239901		000342	INTERSTATE BATTERY SYSTEM	981.70
239902	*	MISC	JANE N BUELL REVOC TRUST	199.25
239903		003458	JOE'S AUTO PARTS, INC.	212.09

**City of Birmingham**  
**Warrant List Dated 01/27/2016**

Meeting of 02/08/2016

Check Number	Early Release	Vendor #	Vendor	Amount
239904		000347	JOHN R. SPRING & TIRE CENTER INC.	862.00
239905		MISC	JONNA LUXURY HOMES	2,500.00
239906		MISC	KAREN A ARETAKIS	200.00
239907		MISC	KEARNS BROTHERS INC	200.00
239908		MISC	KELLY BUILDING & DEVELOPMENT CO LLC	600.00
239909	*	000353	KNAPHEIDE TRUCK EQUIPMENT	1,280.00
239910		004085	KONE INC	1,953.95
239911		001362	LACAL EQUIPMENT INC	232.72
239912		MISC	LEPORE CONSTRUCTION LLC	300.00
239913		MISC	LEVINE & SONS INC	1,000.00
239914		MISC	LIVE WELL CUSTOM HOMES LLC	2,500.00
239915		MISC	LOMBARDO DEVELOPMENT	400.00
239916		MISC	LUTZ ROOFING COMPANY INC	200.00
239917		MISC	M DECKER CONSTRUCTION LLC	100.00
239918		003781	MACNLOW ASSOCIATES	275.00
239919		MISC	MAINSTREET RESTORATIONS & REMODELIN	300.00
239920		000888	MCKENNA ASSOCIATES INC	12,881.25
239921	*	007576	LYDA MCROBERTS	380.25
239922		MISC	MICHAEL BAKER	200.00
239923	*	001423	MICHIGAN PORTABLE TOILETS, INC	32.50
239924		007659	MICHIGAN.COM	65.00
239925		006461	MID AMERICA RINK SERVICES	150.45
239926		MISC	MILFORD SALVAGE IRON & METAL	2,000.00
239927		000649	MML WORKERS' COMP FUND	40,213.00
239928		001194	NELSON BROTHERS SEWER	376.00
239930		007856	NEXT	3,300.00
239931		005431	NILFISK-ADVANCE INC.	267.55
239932		006359	NYE UNIFORM COMPANY	1,204.34
239933	*	004755	OAKLAND CO FISCAL SVCS.41W	6,264.50
239934	*	000477	OAKLAND COUNTY	219,405.00
239935		006599	OBSERVER & ECCENTRIC	32.50
239936		004370	OCCUPATIONAL HEALTH CENTERS	369.25
239937		000481	OFFICE DEPOT INC	447.93
239938		MISC	PAPILLON BLANC LLC	100.00
239939		MISC	PARKS INC	100.00
239940	*	001753	PEPSI COLA	425.54
239941	*	001263	POSITIVE PROMOTIONS INC	1,088.43
239942		006497	R.N.A. JANITORIAL, INC	2,490.00
239943		003447	RAFT	250.00
239944		MISC	RENAISSANCE BUILDING	300.00
239945		MISC	RIASHI CONTRACTING INC	200.00
239946		003554	RKA PETROLEUM	6,217.25
239947		MISC	ROBERT ARTHUR MAYNARD	100.00

**City of Birmingham**  
**Warrant List Dated 01/27/2016**

Meeting of 02/08/2016

Check Number	Early Release	Vendor #	Vendor	Amount
239948		MISC	ROMANT, KATHLEEN H	1,000.00
239949		MISC	RONNISCH CONSTRUCTION GROUP	300.00
239950		000218	ROYAL OAK P.D.Q. PRINTING INC	147.00
239951	*	007934	JEFF RUSHING	62.00
239952		MISC	RUSSELL BRENNER	200.00
239953		MISC	SAFE FOR HOME SPECIALTY PRODUCTS LL	100.00
239954		000230	MIKE SAVOIE CHEVROLET INC	1,692.21
239955		006850	SHELBY AUTO TRIM, INC.	287.50
239956		007142	SHERWIN-WILLIAMS COMPANY	17.89
239957		003785	SIGNS-N-DESIGNS INC	30.00
239958	*	000254	SOCRRA	60,182.51
239959		MISC	SOULLIER STONE PAVING	100.00
239960		007907	SP+ CORPORATION	3,400.00
239961		001369	SPEEDWAY SUPERAMERICA LLC	95.27
239962		001065	SUNSHINE MEDICAL SUPPLY, INC.	174.95
239963		005127	SYSTEMATIC FINANCIAL MGMT. L.P.	9,681.54
239965		005127	SYSTEMATIC FINANCIAL MGMT. L.P.	10,241.72
239966		MISC	TANYA YONO	100.00
239967		MISC	THORNTON & GROOMS INC.	1,000.00
239968		MISC	TIMOTHY PATRICK HOMES LLC	200.00
239969		000275	TIRE WHOLESALERS CO INC	80.00
239970		MISC	TOWER CONSTRUCTION LLC	1,000.00
239971		MISC	TOWN BUILDING COMPANY	200.00
239972		MISC	TRADEMARK BUILDING COMPANY INC	2,000.00
239973		005645	TRAFFIC DATA COLLECTION	5,125.00
239974		MISC	TROWBRIDGE HOMES CONSTRUCTION LLC	2,500.00
239975		000155	TYCO INTEGRATED SECURITY LLC	225.00
239976		005806	ULINE	74.77
239977		000821	UNIVERSITY PRODUCTS INC	229.22
239978	*	000158	VERIZON WIRELESS	103.57
239979		000969	VIGILANTE SECURITY INC	350.00
239980		MISC	WALLSIDE INC	401.25
239981		000299	WEINGARTZ SUPPLY	4,662.56
239982		MISC	WHITTIER BUILDING COMPANY LLC	200.00
239983		006897	WILKINSON CORPORATION	1,360.00
239984	*	000306	WOLVERINE CONTRACTORS INC	731.50
239985		MISC	WOODWARD BROWN ASSOCIATES LLC	1,000.00
239986		007083	XEROX CORPORATION	335.83
239987		MISC	YOUNG HWAN HWANG	200.00

**City of Birmingham**  
**Warrant List Dated 01/27/2016**

Meeting of 02/08/2016

Check Number	Early Release	Vendor #	Vendor	Amount
Sub Total Checks:				\$613,935.64
Sub Total ACH:				\$167,228.58
Grand Total:				\$781,164.22

All bills, invoices and other evidences of claim have been audited and approved for payment.



Mark Gerber  
Finance Director/ Treasurer

\*-Indicates checks released in advance and prior to commission approval in order to avoid penalty or to meet contractual agreement/obligation.

**City of Birmingham**  
**ACH Warrant List Dated 1/27/2016**

Vendor Name	Transfer Date	Transfer Amount
Cutwater Asset Management-December	*	3,729.77
Automated Benefit Services, Inc.	1/25/2016	163,498.81
<b>TOTAL</b>		<b>167,228.58</b>

\*Awaiting approval from Commission.

Cutwater Asset Management provides advisory and reporting services for the City's general investments. It was acquired by Bank of New York Mellon, N.A. in January 2015. As a result of the acquisition, they no longer accept checks as payment for services. Once the Commission approves this warrant list, the City will electronically transmit payment. These invoices will start appearing once a month on the ACH Warrant List.

**City of Birmingham**  
**Warrant List Dated 02/03/2016**

Meeting of 02/08/2016

Check Number	Early Release	Vendor #	Vendor	Amount
239988	*	000855	48TH DISTRICT COURT	80.00
239989	*	000855	48TH DISTRICT COURT	100.00
239990		004657	AKT PEERLESS	1,285.00
239992		006484	AMERICAN PUBLIC WORKS ASSOCIATION	295.00
239993		007824	APEX CAPITAL MGMT	10,545.34
239994		002229	ART VAN FURNITURE	1,030.18
239995		000500	ARTECH PRINTING INC	496.00
239996	*	007216	AT&T	154.00
239997		000524	BIRMINGHAM LOCKSMITH	697.50
239998		007624	BIRMINGHAM OIL CHANGE CENTER, LLC	30.72
239999	*	003282	LISA MARIE BRADLEY	264.50
240000		006380	C & S ICE RESURFACING SERVICES, INC	331.00
240001		007710	CINTAS CORP	245.45
240002		000605	CINTAS CORPORATION	45.82
240003	*	004188	COFFEE BREAK SERVICE, INC.	163.00
240004	*	003933	COMCAST	47.69
240005	*	007625	COMCAST	302.38
240006		000979	COMERICA BANK	2,219.78
240007		002668	CONTRACTORS CLOTHING CO	255.30
240008		000186	JACK DOHENY SUPPLIES INC	137.22
240009	*	000179	DTE ENERGY	8,686.90
240010	*	000180	DTE ENERGY	46,856.73
240011	*	000196	EJ USA, INC.	6,441.76
240012		004671	ELDER FORD	21.04
240013		001495	ETNA SUPPLY	3,050.00
240014	*	000936	FEDEX	112.71
240015		001230	FIRE SYSTEMS OF MICHIGAN INC	284.95
240016		007314	FLEIS AND VANDENBRINK ENG. INC	1,502.56
240017	*	MISC	FLYNN, MICHAEL &	270.54
240018		007212	FOSTER BLUE WATER OIL	424.10
240019		MISC	FOUNDATION SYSTEMS OF MICHIGAN INC.	200.00
240020		007172	GARY KNUREK INC	21.00
240021		000592	GAYLORD BROS., INC	44.63
240022		007335	GLOBAL TECHNOLOGY SYSTEMS, INC.	820.63
240023		004604	GORDON FOOD	148.06
240024		000243	GRAINGER	225.18
240025		000261	J.H. HART URBAN FORESTRY	7,787.15
240026		001672	HAYES GRINDING	30.50
240027	*	001956	HOME DEPOT CREDIT SERVICES	1,384.36
240028		000340	INDUSTRIAL BROOM & BRUSH	869.20
240029	*	002931	INLAND LAKES LANDSCAPING CORP	15,825.15
240030	*	MISC	JAY S FELDMAN LIVING TRUST	4,973.76
240031		003458	JOE'S AUTO PARTS, INC.	789.06



**City of Birmingham**  
**Warrant List Dated 02/03/2016**

Meeting of 02/08/2016

Check Number	Early Release	Vendor #	Vendor	Amount
240032	*	007837	LARYSSA KAPITANEC	240.00
240033		004088	KGM DISTRIBUTORS INC	273.00
240034	*	000352	JILL KOLAITIS	1,356.00
240035		004085	KONE INC	21,305.21
240036		000362	KROGER COMPANY	26.74
240037		005876	KROPF MECHANICAL SERVICE COMPANY	1,205.12
240038		005327	L-3 GCS	54.50
240039		005550	LEE & ASSOCIATES CO., INC.	3,220.00
240040	*	003945	SANDRA LYONS	376.00
240041		007712	MCLAREN OAKLAND COMMUNITY EDUCATION	51.00
240042	*	003860	MICHIGAN CHANDELIER - SF	62.26
240043		007765	MICHIGAN INDEPENDENT DOOR CO.	378.00
240044	*	000377	MICHIGAN MUNICIPAL LEAGUE	40.00
240045		002459	MICHIGAN PARKING ASSOCIATION	75.00
240046	*	006238	STATE OF MICHIGAN	200.00
240047		006371	MPELRA	90.00
240048		001194	NELSON BROTHERS SEWER	481.00
240049		005431	NILFISK-ADVANCE INC.	102.46
240050		001864	NOWAK & FRAUS ENGINEERS	52,590.80
240051		006359	NYE UNIFORM COMPANY	11.00
240052		006870	OAKLAND COUNTY	328.00
240053		006870	OAKLAND COUNTY	1,150.00
240054		000919	OAKLAND COUNTY TREASURER	3,595.84
240055		004370	OCCUPATIONAL HEALTH CENTERS	164.75
240056		000481	OFFICE DEPOT INC	474.22
240057	*	000481	OFFICE DEPOT INC	52.44
240058		007146	PLAYWORLD MIDSTATES	331.92
240059		007068	RICOH USA INC.	615.47
240060		001181	ROSE PEST SOLUTIONS	70.00
240061	*	007920	MAYA ROSEN	222.50
240062		005759	SCHENA ROOFING & SHEET METAL	730.00
240063		005787	SOUTHEASTERN EQUIPMENT CO. INC	135.85
240064		007237	STAR PETROLEUM	725.00
240065		000265	STEEL EQUIPMENT CO.	500.00
240066	*	MISC	SYBIL KICKHAM	20.00
240067	*	MISC	THOMAS B FAYLOR	100.00
240068		002037	TOTAL ARMORED CAR SERVICE, INC.	694.01
240069		000278	TROY AUTO GLASS CO INC	13.50
240070	*	000158	VERIZON WIRELESS	376.04
240071	*	000158	VERIZON WIRELESS	199.95
240072	*	000158	VERIZON WIRELESS	76.02
240073	*	000158	VERIZON WIRELESS	241.60
240076		000298	VESCO OIL CORPORATION	83.25

**City of Birmingham**  
**Warrant List Dated 02/03/2016**

Meeting of 02/08/2016

Check Number	Early Release	Vendor #	Vendor	Amount
240077		004334	VILLAGE CONEY	154.00
240078	*	007893	JENNA WADE	102.50
240079		005231	WALKER RESTORATION CONSULTANTS	3,726.00
240080	*	007894	BRENDA WILLHITE	1,360.00
240081		005657	WINTER EQUIP CO, INC	2,083.23
240082		000926	WRIGHT TOOL COMPANY	579.99
240083		007083	XEROX CORPORATION	93.14
Sub Total Checks:				<u>\$220,633.16</u>
Sub Total ACH:				<u>\$1,422,582.01</u>
Grand Total:				<u><u>\$1,643,215.17</u></u>

All bills, invoices and other evidences of claim have been audited and approved for payment.



Mark Gerber  
Finance Director/ Treasurer

\*-Indicates checks released in advance and prior to commission approval in order to avoid penalty or to meet contractual agreement/obligation.

---

---

2/8/2016

**City of Birmingham**  
**ACH Warrant List Dated 2/3/2016**

Vendor Name	Transfer Date	Transfer Amount
Birmingham Schools	2/1/2016	1,020,211.95
Oakland County Treasurer	2/1/2016	359,636.23
Automated Benefit Services, Inc.	2/1/2016	42,733.83
<b>TOTAL</b>		1,422,582.01



## MEMORANDUM

City Clerk's Office

**DATE:** January 27, 2016  
**TO:** Joseph A. Valentine, City Manager  
**FROM:** Laura M. Pierce, City Clerk  
**SUBJECT:** Appointment of Election Inspectors

---

As the official Election Commission for the City of Birmingham, election law requires the City Commission appointment of at least three election inspectors for each precinct for all elections. Attached is a list of inspectors that have been assigned to serve for the March 8, 2016 Presidential Primary Election.

**SUGGESTED RESOLUTION:**

To approve the appointment of election inspectors for the March 8, 2016 Presidential Primary Election pursuant to MCL 168.674(1) and to authorize the City Clerk to make revisions as needed.

**CITY OF BIRMINGHAM  
MARCH 8, 2016 ELECTION**

PCT	SERVING AS	LAST NAME	FIRST NAME	PARTY	
1	Chairperson	Stoessel	Robert	Republican	
1	Inspector	Foerster	Valerie	Republican	
1	Inspector	Stoessel	Mary Lee	Republican	
1	Inspector	Menthen	Mike	Republican	
1	Inspector	Cwikiel-Glavin	Annemarie	Democrat	
2	Super-Chair	Barnes	Webb	Republican	Pct 2 & 3
2	Inspector	Roush-Logue	Marty	Republican	
2	Inspector	Schiehsl	Erica	Republican	
2	Inspector	Fuller	Dulce	Republican	
2	Inspector	Guilmet	Bud	Democrat	11:30 - close
2	Inspector	Dreer	Jerry	Republican	noon - close
3	Super-Chair	Barnes	Webb	Republican	Pct 2 & 3
3	Co-Chair	Cole	Alice	Democrat	
3	Inspector	McIntosh	Barb	Democrat	
3	Inspector	Stenzel	Marty	Republican	
3	Inspector	Barnes	Jean	Republican	
4	Chairperson	Meredith	Marie	Republican	
4	Inspector	Cook	Helen	Republican	
4	Inspector	Sexton	Anne	Democrat	
4	Inspector	Wamsler	Deborah	Republican	
4	Inspector	Tresh	Shirley	Republican	
5	Chairperson	Lynady	Bob	Republican	
5	Inspector	Duff	Denise	Republican	
5	Inspector	Torner	Maryanne	Republican	
5	Inspector	Obrecht	Kelsey	Democrat	
5	Inspector	Rock	Karen	Democrat	6A - 1P
6	Chairperson	Gemmell	Sarah	Democrat	
6	Inspector	Smith	Matt	Democrat	
6	Inspector	Gabler	Valerie	Republican	
6	Inspector	Hoff	Rackeline	Republican	9AM-close
6	Inspector	vacant			6A - 1P
7	Chairperson	Rose	Cindy	Democrat	
7	Inspector	Davison	Mary Ann	Republican	
7	Inspector	Hansen	Kristi	Democrat	
7	Inspector	Richey	Lester	Republican	
7	Inspector	vacant			6A - 1P
8	Chairperson	Feiste	Lee	Republican	
8	Co-Chair	Cornillie	Ron	Republican	
8	Inspector	Linnell	Karen	Democrat	
8	Inspector	Raymond	Roberta	Republican	
8	Inspector	Quart	Barbara	Republican	
9	Chairperson	Hodge	Martha	Democrat	
9	Inspector	Billing	Mary	Democrat	11AM - close
9	Inspector	Killiany	Andrew	Republican	
9	Inspector	Harold	Martha	Democrat	
9	Inspector	Brunhofer	Margaret	Republican	
Alt	Inspector	Connery	Tom		
Alt	Inspector	Louton	Sally		

AV	Chairperson	Giffin	James	Republican
AV	Co-Chair	Howell	Cherry	Democrat
AV	Inspector	Johnson	David	Republican
AV	Inspector	Reese	Kay	Democrat
AV	Inspector	Sanders	Greta	Democrat
AV	Inspector	Smith	Russell	Republican
AV	Inspector	von Storch	Gisela	Republican
RB	Receiving Bd	Arft	Cheryl	staff
RB	Receiving Bd	Barrett	Paul	Republican
RB	Receiving Bd	Bradley	Katie	staff
RB	Receiving Bd	Chiara	Cindy	staff
RB	Receiving Bd	Larson	Ann	Republican
RB	Receiving Bd	Mio	Leslie	Democrat

|



## MEMORANDUM

City Clerk's Office

**DATE:** February 2, 2016

**TO:** Joseph A. Valentine, City Manager

**FROM:** Laura M. Pierce, City Clerk

**SUBJECT:** Special Event Request  
Celebrate Birmingham Hometown Parade

Attached is a special event application submitted by the City of Birmingham requesting permission to hold the Celebrate Birmingham Hometown Parade on Sunday, May 15, 2016, in the downtown area.

The parade staging area will be located on South Old Woodward, south of Brown. The parade will travel north on Old Woodward, west on Maple, and south on Bates. The parade will end in Shain Park. The City is working with the Junior League of Birmingham to sponsor the children's games and activities which will be held in Shain Park.

The application has been circulated to the affected departments and approvals and comments have been noted.

The following events have either been approved by the Commission or are planned to be held in May and have not yet submitted an application. These events do not pose a conflict with the proposed event.

Event Name	Date	Location
Farmers Market	Sundays	Lot 6
Art Birmingham	May 7-8	Shain Park

### SUGGESTED RESOLUTION:

To approve a request submitted by the City of Birmingham to hold Celebrate Birmingham Parade on Sunday, May 15, 2016, contingent upon compliance with all permit and insurance requirements and payment of all fees and, further pursuant to any minor modifications that may be deemed necessary by administrative staff at the time of the event.

**CITY OF BIRMINGHAM**  
**APPLICATION FOR SPECIAL EVENT PERMIT**  
**PARKS AND PUBLIC SPACES**

***I. EVENT DETAILS***

- Incomplete applications will not be accepted.
- Changes in this information must be submitted to the City Clerk, in writing, at least three weeks prior to the event

**FEES:**            **FIRST TIME EVENT:**            **\$200.00**  
                         **ANNUAL APPLICATION FEE:**        **\$165.00**

(Please print clearly or type)

Date of Application \_\_\_\_\_ January 25, 2016 \_\_\_\_\_

Name of Event \_\_\_\_\_ Birmingham Hometown Parade & Party in Shain Park \_\_\_\_\_

Detailed Description of Event (attach additional sheet if necessary) \_\_\_\_\_

Annual parade ending with family events in Shain Park \_\_\_\_\_

Location: \_\_\_\_\_ South Old Woodward, Maple, Martin, Henrietta, and Bates \_\_\_\_\_

Date(s) of Event: \_\_\_\_\_ May 15, 2016 \_\_\_\_\_

Hours of Event \_\_\_\_\_ 1:00 to 4:00 p.m. \_\_\_\_\_

Date(s) of Set-up \_\_\_\_\_ May 15, 2016 \_\_\_\_\_ Hours of Set-up \_\_\_\_\_ 9:00 a.m. \_\_\_\_\_

- Parade staging/set up 9:00 a.m. (South Old Woodward, Brown to the triangle area)
- Parade: 1:00 p.m. (begins at Brown/Old Woodward, travels north on Old Woodward, west on Maple, ends in Shain Park)
- Activities in Park: set up begins at 10:00 a.m., activities held from 1:00 p.m.-4 p.m.

Date(s) of Tear-down : \_\_\_\_\_ May 15, 2016 \_\_\_\_\_ Hours of Tear-down: \_\_\_\_\_ 4:00 to 6:00 p.m. \_\_\_\_\_

Organization Sponsoring Event \_\_\_\_\_ City of Birmingham \_\_\_\_\_

Organization Address \_\_\_\_\_ 151 Martin \_\_\_\_\_

Organization Phone \_\_\_\_\_ 248.530.1880 \_\_\_\_\_

Contact Person \_\_\_\_\_ Laura Pierce \_\_\_\_\_

Contact Phone \_\_\_\_\_ 248-530-1802 \_\_\_\_\_

Contact Email \_\_\_\_\_ lpierce@bhamgov.org \_\_\_\_\_



## ***II. EVENT INFORMATION***

1. Organization Type City  
(city, non-profit, community group, etc.)
2. Additional Sponsors or Participants (Provide name, address, contact person, status, etc. for all additional organizations sponsoring your event. ) TBA
3. Is the event a fundraiser?      NO  
List beneficiary   
List expected income   
Attach information about the beneficiary.
4. First time event in Birmingham?      NO  
If no, describe: Annual event
5. Total number of people expected to attend per day 2,000
6. The event will be held on the following City property: (Please list)  
☐ Street(s) South Old Woodward, Maple, Martin, Henrietta and Bates  
  
☐ Sidewalk(s) same as above  
  
☐ Park(s) Shain Park
7. Will street closures be required?      YES
8. What parking arrangements will be necessary to accommodate attendance?  
Parking Structure

9. Will staff be provided to assist with safety, security and maintenance? YES  
Describe: with additional parade volunteers
10. Will the event require safety personnel (police, fire, paramedics)? YES  
Describe: Police personnel at barricades; Police department escort in and at end of parade; request fire department truck in parade.
11. Will alcoholic beverages be served? NO  
If yes, additional approval by the City Commission is required, as well as the Michigan Liquor Control Commission.
12. Will music be provided? YES  
X Live X Amplification        Recorded X Loudspeakers  
Time music will begin 1:00 pm  
Time music will end 4:00 pm  
Location of live band, DJ, loudspeakers, equipment must be shown on the layout map.
13. Will there be signage in the area of the event? YES  
Number of signs/banners 3 Banners (Pierce, Chester and N. Old Woodward Structures)  
Size of signs/banners \_\_\_\_\_  
Submit a photo/drawing of the sign(s). A sign permit is required.
14. Will food/beverages/merchandise be sold? TBD
- Peddler/vendor permits must be submitted to the Clerk's Office, at least two weeks prior to the event.
  - All food/beverage vendors must have Oakland County Health Department approval.
  - Attach copy of Health Dept approval.
  - There is a \$50.00 application fee for all vendors and peddlers, in addition to the \$10.00 daily fee, per location. A background check must be submitted for each employee participating at the event.

## LIST OF VENDORS/PEDDLERS

(attach additional sheet if necessary)

VENDOR NAME	GOODS TO BE SOLD	WATER HOOK-UP REQUIRED?	ELECTRIC REQUIRED?
To be determined			

### **III. EVENT LAYOUT**

- Include a map showing the park set up, street closures, and location of each item listed in this section.
- Include a map and written description of run/walk route and the start/finish area

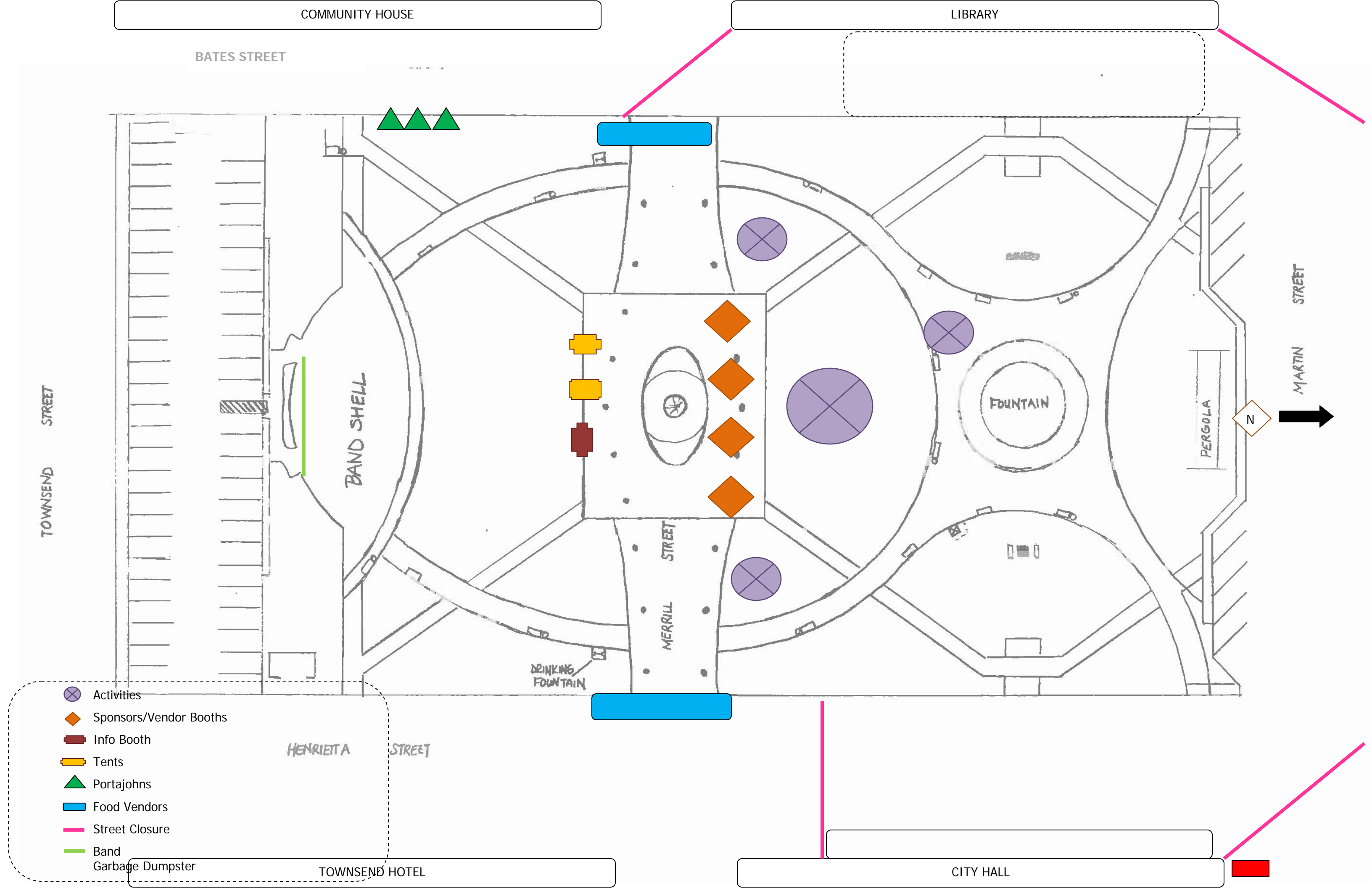
1. Will the event require the use of any of the following municipal equipment?  
(show location of each on map)

EQUIPMENT	QUANTITY	COST	NOTES
Picnic Tables	0	6 for \$200.00	A request for more than six tables will be evaluated based on availability.
Trash Receptacles	6	\$4.00 each	Trash box placement and removal of trash is the responsibility of the event. Additional cost could occur if DPS is to perform this work.
Dumpsters	1	\$200.00 per day	Includes emptying the dumpster one time per day. The City may determine the need for additional dumpsters based on event requirements.
Utilities (electric)	TBD # of vendors requiring utilities	Varies	Charges according to final requirements of event.
Water/Fire Hydrant		Contact the Fire Department.	Applicant must supply their own means of disposal for all sanitary waste water. Waste water is NOT allowed to be poured into the street or on the grass.
Audio System	0	\$200.00 per day	Must meet with City representative.
Meter Bags / Traffic Cones / Barricades	# to be determined by the Police Department.		

- Trash receptacles at Brown and Old Woodward along parade route; plastic bags delivered to city hall for changing by DPS employees and volunteers.

2. Will the following be constructed or located in the area of the event? YES ☒ NO ☐  
(show location of each on map) NOTE: Stakes are not allowed.

TYPE	QUANTITY	SIZE
Tents/Canopies/Awnings (A permit is required for tents over 120 sq ft)	TBD	10 x 10
Portable Toilets	5	
Rides		
Displays		
Vendors	4	TBD
Temporary Structure (must attach a photo)		
Inflatables	3-4	TBD



# 2016 CELEBRATE BIRMINGHAM PARADE



## LEGEND

- Street Closure
- - - Parade Route
- Participant Staging Area
- X** Announcer Platform
- P** Parking Structure





## **SPECIAL EVENT NOTIFICATION**

TO ALL PROPERTY/BUSINESS OWNERS

The Birmingham City Code requires that we receive approval from the Birmingham City Commission to hold the following special event. The code further requires that we notify any property owners or business owners that may be affected by the special event of the date and time that the City Commission will consider our request so that an opportunity exists for comments prior to this approval.

**NAME OF EVENT:** Celebrate Birmingham Parade & Party in the Park  
**LOCATION:** Downtown Birmingham – Old Woodward and Shain Park (see attached map)  
**DATES/TIMES:** Sunday, May 15, 2016

- Parade staging/set up: 9:00 AM (South Old Woodward, Brown to the triangle area)
- Parade: at 1:00 PM (begins at Brown/Old Woodward, travels north on Old Woodward, west on Maple, ends in Shain Park)
- Activities in the Park: set up begins at 10:00 AM, activities held from 1:00 PM – 4:00 PM

**DATE/TIME OF CITY COMMISSION MEETING:** Monday, February 8, 2016, 7:30PM  
The city commission meets in room 205 of the Municipal Building at 151 Martin. A complete copy of the application to hold this special event is available for your review at the city clerk's office (248/530.1880).

**EVENT ORGANIZER:** City of Birmingham, Celebrate Birmingham Parade Committee  
City Staff Contact: Laura Pierce, 248.530.1802, [lpierce@bhamgov.org](mailto:lpierce@bhamgov.org)  
[www.bhamgov.org/parade](http://www.bhamgov.org/parade)

**TO MANAGERS OF BUILDINGS CONTAINING MORE THAN ONE UNIT: PLEASE POST THIS NOTICE AT THE MAIN ENTRANCE TO YOUR BUILDING.**



## **SPECIAL EVENT NOTIFICATION**

TO ALL PROPERTY/BUSINESS OWNERS

The Birmingham City Code requires that we receive approval from the Birmingham City Commission to hold the following special event. The code further requires that we notify any property owners or business owners that may be affected by the special event of the date and time that the City Commission will consider our request so that an opportunity exists for comments prior to this approval.

**NAME OF EVENT:** Celebrate Birmingham Parade & Party in the Park  
**LOCATION:** Downtown Birmingham – Old Woodward and Shain Park (see attached map)  
**DATES/TIMES:** Sunday, May 15, 2016

- Parade staging/set up: 9:00 AM (South Old Woodward, Brown to the triangle area)
- Parade: at 1:00 PM (begins at Brown/Old Woodward, travels north on Old Woodward, west on Maple, ends in Shain Park)
- Activities in the Park: set up begins at 10:00 AM, activities held from 1:00 PM – 4:00 PM

**DATE/TIME OF CITY COMMISSION MEETING:** Monday, February 8, 2016, 7:30PM  
The city commission meets in room 205 of the Municipal Building at 151 Martin. A complete copy of the application to hold this special event is available for your review at the city clerk's office (248/530.1880).

**EVENT ORGANIZER:** City of Birmingham, Celebrate Birmingham Parade Committee  
City Staff Contact: Laura Pierce, 248.530.1802, [lpierce@bhamgov.org](mailto:lpierce@bhamgov.org)  
[www.bhamgov.org/parade](http://www.bhamgov.org/parade)

**TO MANAGERS OF BUILDINGS CONTAINING MORE THAN ONE UNIT: PLEASE POST THIS NOTICE AT THE MAIN ENTRANCE TO YOUR BUILDING.**

**2016 CELEBRATE BRIMMINGHAM PARADE**

**LEGEND**

- Street Name
- Public Housing
- Parking Spaces
- Public Housing
- Parking Spaces

**CELEBRATE BIRMINGHAM PARADE**

The map shows the city centre of Birmingham with a yellow background. A red dashed line indicates the parade route, starting from the top left, going right along the top edge, then down through the center, and finally turning left at the bottom. Green arrows indicate parking directions. A green shaded area labeled 'Accessible Parking Area' is located near the top center. A legend in the bottom left corner explains the symbols used.

- Street Closure (Red dashed line)
- Parade Route (Green arrow)
- Accessible Parking Area (Green shaded area)
- Parking Direction (Green arrow)



## DEPARTMENT APPROVALS

EVENT NAME PARADE

LICENSE NUMBER #16-00010623

COMMISSION HEARING DATE FEB. 8, 2016

NOTE TO STAFF: Please submit approval by FEB 1, 2016

DATE OF EVENT: MAY 15, 2016

DEPARTMENT	APPROVED	COMMENTS	PERMITS REQUIRED (Must be obtained directly from individual departments)	ESTIMATED COSTS (Must be paid two weeks prior to the event. License will not be issued if unpaid.)	ACTUAL COSTS (Event will be invoiced by the Clerk's office after the event)
<b>BUILDING</b> 101-000.000.634.0005 248.530.1850	S Lenhart	No building department involvement		\$0.00	\$0
<b>FIRE</b> 101-000.000-634.0004 248.530.1900	FM Bigger	<ol style="list-style-type: none"><li>1. No Smoking in any tents or canopy. Signs to be posted.</li><li>2. All tents and Canopies must be flame resistant with certificate on site.</li><li>3. No open flame or devices emitting flame, fire or heat in any tents. Cooking devices shall not be permitted within 20 feet of the tents.</li><li>4. Tents and Canopies must be properly anchored for the weather conditions, no stakes allowed.</li><li>5. Clear Fire Department access of 12 foot aisles must be maintained, no tents, canopies or other obstructions in the access aisle unless approved by the Fire Marshal.</li><li>6. Pre-event site inspection required.</li><li>7. A prescheduled inspection is</li></ol>		-	

		<p>required for food vendors through the Bldg. dept. prior to opening.</p> <ol style="list-style-type: none"> <li>8. All food vendors are required to have an approved 5lbs. multi-purpose (ABC) fire extinguisher on site and accessible.</li> <li>9. Cords, hoses, etc. shall be matted to prevent trip hazards.</li> <li>10. Exits must be clearly marked in tents/structures with an occupant load over 50 people.</li> <li>11. Paramedics will respond from the fire station as needed. Dial 911 for fire/rescue/medical emergencies.</li> <li>12. A permit is required for Fire hydrant usage.</li> <li>13. Do Not obstruct fire hydrants or fire sprinkler connections on buildings.</li> <li>14. Provide protective barriers between hot surfaces and the public.</li> <li>15. All cooking hood systems that capture grease laden vapors must have an approved suppression system and a K fire extinguisher in addition to the ABC Extinguisher.</li> </ol>			
<b>POLICE</b> <b>101-000.000.634.0003</b> 248.530.1870	SG	Personnel, barricades and road closures		\$0	
<b>PUBLIC SERVICES</b> <b>101-000.000-634.0002</b> 248.530.1642	CL	Includes Barricade placement and removal, and any setup or removal occurring on weekdays before and after event. Does NOT include any costs occurring weekend of event. If assistance is requested for weekend of the event, there will be additional costs.		\$2700	

<b>ENGINEERING</b> <b>101-000.000.634.0002</b> 248.530.1839	AF	Provide advance warning of Old Woodward closure on northbound Woodward Ave. No damage to pavement for tent supports, barricades, etc... Maintain 5' clear pedestrian path on sidewalks	None	\$0	\$0
<b>INSURANCE</b> 248.530.1807	CA	City event	None	-	-
<b>CLERK</b> <b>101-000.000-614.0000</b> 248.530.1803	LP	Notification letters mailed by applicant on <b>1/26/16</b> . Notification addresses on file in the Clerk's Office. Evidence of required insurance must be on file with the Clerk's Office no later than <b>N/A</b> .	Applications for vendors license must be submitted no later than <b>4/29/16</b> .	-	
				<b>TOTAL DEPOSIT REQUIRED \$2,700.00</b>	<b>ACTUAL COST</b>

**FOR CLERK'S OFFICE USE**

Deposit paid \_\_\_\_\_

Actual Cost \_\_\_\_\_

Due/Refund\_\_\_\_\_



Laura Pierce &lt;lpierce@bhamgov.org&gt;

---

**Re: Board of Review - Updated Information Needed**

1 message

**Laura Pierce** <lpierce@bhamgov.org>

Thu, Dec 3, 2015 at 4:31 PM

To: Alexander Chapman &lt;chapmanalex11@gmail.com&gt;

Cc: Teresa Klobucar &lt;Tklobucar@bhamgov.org&gt;

Thanks for the quick response! Yes, I will just need a letter or an email resigning your position on the Board.

Thanks,  
Laura

---

City of Birmingham  
Laura M. Pierce, MMC, CMMC | City Clerk | City Clerk's Office |  
P.O. Box 3001, 151 Martin | Birmingham, Michigan 48012 |  
Phone [248.530.1802](tel:248.530.1802) or [248.530.1880](tel:248.530.1880) | Fax [248.530.1080](tel:248.530.1080) | [www.bhamgov.org](http://www.bhamgov.org)

On Thu, Dec 3, 2015 at 4:27 PM, Alexander Chapman <[chapmanalex11@gmail.com](mailto:chapmanalex11@gmail.com)> wrote:

That is correct, I am no longer a resident. After speaking with Ron a couple weeks ago I need to do some sort of formal resignation... Let me know how to proceed.

On Thursday, December 3, 2015, Laura Pierce <[lpierce@bhamgov.org](mailto:lpierce@bhamgov.org)> wrote:

Mr. Chapman,

As you are aware, the qualifications to serve on the Board of Review include residency. It has come to my attention that you are no longer a resident of the City.

Please confirm whether you are still a resident so that I may update the City records. If you have any questions, feel free to contact me at [248.530.1802](tel:248.530.1802) or [Lpierce@bhamgov.org](mailto:Lpierce@bhamgov.org)

Sincerely,  
Laura Pierce  
City Clerk

---

City of Birmingham  
Laura M. Pierce, MMC, CMMC | City Clerk | City Clerk's Office |  
P.O. Box 3001, 151 Martin | Birmingham, Michigan 48012 |  
Phone [248.530.1802](tel:248.530.1802) or [248.530.1880](tel:248.530.1880) | Fax [248.530.1080](tel:248.530.1080) | [www.bhamgov.org](http://www.bhamgov.org)

CLERK NOTE: A letter of resignation was not received. However, confirmation from Mr. Chapman that he is no longer a resident is sufficient to move forward with processing his resignation in order to fill the vacancy.

—  
**Best Regards,**

**ALEXANDER CHAPMAN**  
**CHAPS REALTY**  
[313-475-0275](tel:313-475-0275)

**SUGGESTED RESOLUTION:**

To thank Alexander Chapman for his service on the Board of Review and to direct the Clerk to begin the process to fill the vacancy.



Ranked in top 5% of Realtors® in Metro Detroit



***"YOUR REALTOR FOR LIFE"***

#### STATEMENT OF CONFIDENTIALITY

The contents of this e-mail message and any attachments are confidential and are intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender by reply e-mail and delete this message and attachments, if any.



Laura Pierce &lt;lpierce@bhamgov.org&gt;

---

**Board of Review Member Ruth Clevers**

1 message

**Teresa Klobucar** <tklobucar@bhamgov.org>

Fri, Jan 22, 2016 at 3:51 PM

To: Laura Pierce &lt;lpierce@bhamgov.org&gt;

Laura

I spoke with Ruth Clevers on January 15, 2016. She let me know that she does not live in the City of Birmingham any longer and wanted to resign from the Board.

I let Ruth know that the City Clerk would need something in writing from her regarding her resignation and she let me know she would send something to you.

Let me know if you require further information from me.

—

Teresa Klobucar  
City of Birmingham  
Deputy Treasurer  
[248-530-1825](tel:248-530-1825)

CLERK NOTE: A letter of resignation was not received. However, confirmation from Ms. Clevers that she is no longer a resident is sufficient to move forward with processing her resignation in order to fill the vacancy.

**SUGGESTED RESOLUTION:**

To thank Ruth Clevers for her service on the Board of Review and to direct the Clerk to begin the process to fill the vacancy.

## NOTICE OF PUBLIC HEARING

<b>BIRMINGHAM CITY COMMISSION</b>
<b>PROPOSED LOT REARRANGEMENT</b>

Meeting Date, Time, Location:	Monday, February 8, 2016, 7:30 PM Municipal Building, 151 Martin Birmingham, MI
Location of Request:	<b>1366 Haynes Ct.</b> Parcel #2031151009, T2N, R11E, SEC 31 ADAMS VILLAGE SUB LOT 22. & <b>725 S. Adams</b> Parcel #2031151002 (Adams Square), T2N, R11E, SEC 31 ADAMS VILLAGE SUB LOT 29 EXC BEG AT NW LOT COR, TH S ALG W LOT LINE 189 FT, TH E PARA WITH S LOT LINE 434 FT, TH N PARA WITH W LINE OF LOT 28 134 FT, TH WLY ON N LOT LINE TO BEG
Nature of Hearing:	To rearrange the property line by adding a portion of 1366 Haynes Ct. to 725 S. Adams.
City Staff Contact:	Jana Ecker 248.530.1841 <a href="mailto:jecker@bhamgov.org">jecker@bhamgov.org</a>
Notice Requirements:	Mailed to all property owners within 300 feet of subject address.
Approved minutes may be reviewed at:	City Clerk's Office

Persons wishing to express their views may do so in person at the hearing or in writing addressed to City Clerk, City of Birmingham, 151 Martin, Birmingham, MI 48009.
Persons with disabilities needing accommodations for effective participation in this meeting should contact the City Clerk's Office at (248) 530-1880 (voice) or (248) 644-5115 (TDD) at least one day in advance to request mobility, visual, hearing or other assistance.



## MEMORANDUM

Planning Division

**DATE:** January 29, 2016

**TO:** Joseph A. Valentine, City Manager

**FROM:** Matthew Baka, Senior Planner

**APPROVED:** Jana Ecker, Planning Director

**SUBJECT:** Public Hearing for a Lot Rearrangement of 1366 Haynes Ct., Parcel #2031151009, T2N, R11E, SEC 31 ADAMS VILLAGE SUB LOT 22. & 725 S. Adams, Parcel #2031151002 (Adams Square), T2N, R11E, SEC 31 ADAMS VILLAGE SUB LOT 29 EXC BEG AT NW LOT COR, TH S ALG W LOT LINE 189 FT, TH E PARA WITH S LOT LINE 434 FT, TH N PARA WITH W LINE OF LOT 28 134 FT, TH WLY ON N LOT LINE TO BEG

---

The owners of the properties known as 1366 Haynes Ct. and 725 S. Adams are seeking approval for the division of property in order to transfer a portion of 1366 Haynes Ct. to the property abutting the rear property line located at 725 S. Adams, commonly known as Adams Square. The parcel at 1366 Haynes Ct. is a triangular shaped lot. The paved area behind the building at 725 S. Adams encroaches 3.5' into the rear yard of 1366 Haynes. There is also a utility pad containing an AT&T box in this area. As stated in the attached letter, the two properties have had associated ownership since 1964. The applicant states that the encroachment has also existed since approximately 1964. The utility pad has been in place since 2005. The owners of the two properties are requesting permission to transfer this portion of 1366 Haynes Ct. to 725 S. Adams. This rearrangement will reduce the square footage of 1366 Haynes Ct. by 1067.4 square feet, creating a 12,166 square foot parcel. The rearrangement will add 1067.4 square feet to 725 S. Adams, creating a 220,587.8 square foot parcel. **This division will not result in the creation of any additional buildable lots.**

The Subdivision Regulation Ordinance (Chapter 102, Section 102-53) requires that the following standards be met for approval of a lot division.

- (1) *All lots formed or changed shall conform to minimum Zoning Ordinance Standards.*

Enclosed are copies of surveys provided by the applicant depicting existing and proposed conditions. The proposed rearrangement has been reviewed by the Community Development Department. The altered parcel that results from the



lot rearrangement at 1366 Haynes Ct. would conform to minimum Zoning Ordinance standards as set out in Article 02, Section 2.08 of the Zoning Ordinance, for the R-2 Zoning District. The proposed rearrangement would reduce the size of 1366 Haynes Ct. from 13,233.4 sq. ft. to 12,166 sq. ft. and would increase 725 S. Adams, from 219,520.4 sq. ft. to 220,587.8 sq. ft. The R2 parcel, 1366 Haynes Ct., would be in excess of the required 6,000 sq. ft. minimum lot size required for the R-2 Single Family Residential District. The B2 parcel, 725 S. Adams, does not have a minimum lot size.

- (2) *All residential lots formed or changed by the division shall have a lot width not less than the average lot width of all lots on the same street within 300 feet of the lots formed or changed and within the same district.*

The parcels created by the lot split will not alter the width of either lot in question; rather it will rearrange a strip of land at the back of the lot.

- (3) *The division will not adversely affect the interest of the public and of the abutting property owners. In making this determination, the City Commission shall consider, but not be limited to the following:*

- a. *The location of proposed buildings or structures, the location and nature of vehicular ingress or egress so that the use of appropriate development of adjacent land or buildings will not be hindered, nor the value thereof impaired.*
- b. *The effect of the proposed division upon any flood plain areas, wetlands or other natural features and the ability of the applicant to develop buildable sites on each resultant parcel without unreasonable disturbance of such natural features.*
- c. *The location, size, density and site layout of any proposed structures or buildings as they may impact an adequate supply of light and air to adjacent properties and the capacity of essential public facilities such as police and fire protection, drainage structures, municipal sanitary sewer and water, and refuse disposal.*

**No new buildings are proposed in conjunction with the lot rearrangement. Current ingress and egress to both parcels will not be altered.** The proposed lot division will not hinder the development of adjacent properties.

The subject property is not located within the floodplain or soil erosion limit of a recognized stream, river, lake or other water body. The site does not appear to exhibit evidence of regulated wetlands or endangered species of flora and fauna. The

proposed lot rearrangement and property transfer will not affect any natural features on the site.

The proposed lot rearrangement will not negatively affect the supply of light and air to adjacent properties. It will not negatively affect the capacity of essential public facilities. City departments have no objections to the proposed lot split.

SUGGESTED ACTION:

1) To APPROVE the proposed lot rearrangement of 1366 Haynes Ct. and 725 S. Adams,

or

2) Deny the proposed lot rearrangement of 1366 Haynes Ct. and 725 S. Adams as proposed, based on the following conditions that adversely affect the interest of the public and of the abutting property owners:

---

---

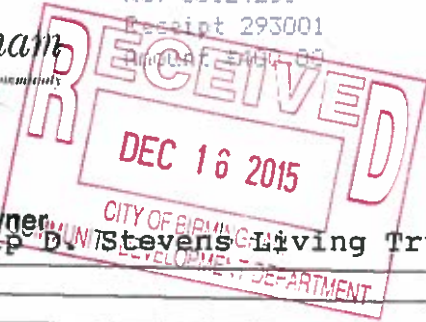
---



City of Birmingham  
A Walkable Community

CITY OF BIRMINGHAM  
Date 12/21/2015 3:38:45 PM  
Ref 00124263

Receipt 293001  
Amount \$400.00



## Division of Platted Lots Application

### 1. Applicant

Name: Deborah Andrus, Trustee

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Property Owner

Name: Philip D. Stevens Living Trust

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### 2. Applicant's Attorney/Contact Person

Name: Dawn M. Macaddino

Address: 39555 Orchard Hill Place, #245

Novi, Michigan 48375

Phone Number: 248-513-4117

Fax Number: 248-513-4127

Email Address: dmm@macaddinolaw.com

### Survey Company

Name: Hubbell Roth & Clark, Inc.

Address: 555 Hulet Dr., P. O. Box 824

Bloomfield Hills, MI 48303

Phone Number: 248-454-6300

Fax Number: 248-454-6312

Email Address: rpiggott@hrc-engr.com

### 3. Project Information

Address/Location of Property: 1366 Haynes Court

Birmingham, MI

Sidwell #: 20-31-151-009

Current Zoning: \_\_\_\_\_

Legal Description: See attached survey

### 4. Attachments

- Proof of ownership
- Written statement of reasons for request
- A letter of authority or power of attorney in the event the application is made by a person other than the property owner
- Other data having a direct bearing on the request
- Sketches of proposed development (optional)
- One digital copy of plans
- Two (2) copies of a registered land survey showing:
  - all existing and proposed platted lot lines
  - legal descriptions of proposed lots
  - locations of existing/ surrounding structures and setbacks
  - footprints of proposed development

(I), (We), the undersigned, do hereby request to divide lots of record in the City of Birmingham, Oakland County, Michigan. (I), (We), do hereby swear that all of the statements, signatures, and descriptions appearing on and with this request are in all respects true and accurate to the best of (my), (our), knowledge.

Signature of Property Owner: Deborah J. Stevens

Print Name: Deborah J. Stevens Trustee, Philip D. Stevens Living Trust

Date: 12-9-15

Signature of Applicant: Dawn M. Macaddino

Print Name: Dawn M. Macaddino

Date: 12-16-2015

Fee: \$200.00 per lot affected, minimum fee \$400

124263



## Division of Platted Lots Application

### 1. Applicant

Name: Philip Stevens Building Co., LLC  
Address: 725 S. Adams, Suite 175  
Birmingham, MI 48012  
Phone Number: 248-646-5900  
Fax Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### Property Owner

Name: Philip Stevens Building Co., LLC  
Address: 725 S. Adams, Suite 175  
Birmingham, MI 48012  
Phone Number: 248-646-5900  
Fax Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### 2. Applicant's Attorney/Contact Person

Name: Dawn M. Macaddino  
Address: 39555 Orchard Hill Place, #245  
Novi, Michigan 48375  
Phone Number: 248-513-4117  
Fax Number: 248-513-4127  
Email Address: dmm@macaddinolaw.com

### Survey Company

Name: Hubbell Roth & Clark, Inc.  
Address: 555 Hulet Dr., P. O. Box 824  
Bloomfield Hills, MI 48303  
Phone Number: 248-454-6300  
Fax Number: 248-454-6312  
Email Address: rpiggott@hrc-engr.com

### 3. Project Information

Address/Location of Property: South Adams  
Shopping Center, 725 S. Adams  
Birmingham, MI 48009  
Sidwell #: 20-31-151-002  
Current Zoning: B2

Legal Description: See attached survey

### 4. Attachments

- Proof of ownership
- Written statement of reasons for request
- A letter of authority or power of attorney in the event the application is made by a person other than the property owner
- Other data having a direct bearing on the request
- Sketches of proposed development (optional)
- One digital copy of plans
- Two (2) copies of a registered land survey showing:
  - all existing and proposed platted lot lines
  - legal descriptions of proposed lots
  - locations of existing/ surrounding structures and setbacks
  - footprints of proposed development

(I), (We), the undersigned, do hereby request to divide lots of record in the City of Birmingham, Oakland County, Michigan. (I), (We), do hereby swear that all of the statements, signatures, and descriptions appearing on and with this request are in all respects true and accurate to the best of (my), (our), knowledge.

Signature of Property Owner: [Signature]  
Print Name: Philip Stevens Building Company, LLC  
Signature of Applicant: [Signature]  
Print Name: Dawn M. Macaddino

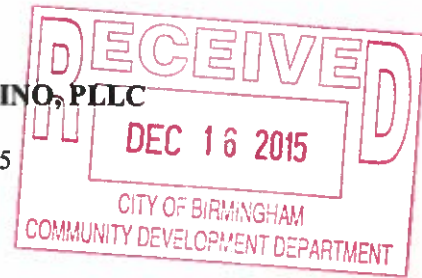
Date: 12-9-15

Date: 12-16-2015

Fee: \$200.00 per lot affected, minimum fee \$400

**LAW OFFICE OF KEVIN S. MACADDINO, PLLC**

Attorneys and Counselors  
39555 Orchard Hill Place, Suite 245  
Novi, Michigan 48375  
Office: (248) 513-4117  
Fax: (248) 513-4127



Dawn M. Macaddino, Esq.  
[dmm@macaddinolaw.com](mailto:dmm@macaddinolaw.com)

December 16, 2015

Matt Baka, Senior Planner  
City of Birmingham  
151 Martin Street  
P.O. Box 3001  
Birmingham, MI 48012

RE: Proposed Lot Split from 1366 Haynes Court

Dear Mr. Baka:

This letter is written on behalf of The Philip D. Stevens Living Trust (the "Trust") and the Philip Stevens Building Company, LLC (the "Building Company"), joint applicants of the accompanying Lot Split Application. The Trust is the owner of 1366 Haynes Court, a residential lot, and the Building Company is the owner of South Adams Shopping Center, which center adjoins the west border of the residential lot at the southeast corner of the shopping center property. In this request to the City of Birmingham, the Trust is proposing to remove a narrow portion of its west property line, hence the "split," and add the narrow property to the shopping center property, due to a longstanding encroachment of the shopping center property on 1366 Haynes Court.

At present, the shopping center property encroaches on the western edge of the 1366 Haynes Court by approximately 3 and a half feet. The area of encroachment consists of a paved area which runs along the back, or easterly side, of the shopping center and a high wooden fence. The paved area is used for parking and also holds a large storage shed.

Upon information and belief, the encroachment area has existed since 1964 when the Harry Stevens Building Company, the predecessor of the Building Company, purchased the shopping center property for development. The Harry Stevens Building Company also purchased 1366 Haynes Court in 1964. In 1979 the Harry Stevens Building Company conveyed 1366 Haynes Court to Philip Stevens. In sum, the adjoining properties have had affiliated ownership since 1964 therefore the encroachment was not causing any adverse issues.

The Trust also proposes to include a rectangular AT&T (formerly Michigan Bell) easement area in the split at the south end of 133 Haynes Court. The AT&T easement holds a utility box/pad. The fence which extends along the above-described encroachment extends an additional 12 or so


feet east to surround the AT&T pad. The utility pad has been accessed through the shopping center property since the utility pad was constructed in 2005.

Recently, the joint applicants have considered selling one or both properties. Therefore, to avoid potential title issues with the existing encroachment, the Trust wishes to split the encroachment area from its property and the Building Company wishes to accept the split parcel. As a result, the split property will be added to the shopping center property and will not be a separate parcel.

On behalf of both applicants, the undersigned is appreciative of the consideration of the Planning Department and the Planning Commission, and requests that the Commission approve the accompanying Application. This Application package includes the requisite filing fee of \$400.00, as well two(2) sets of survey plans. Please call the undersigned if you have any questions.

Sincerely,

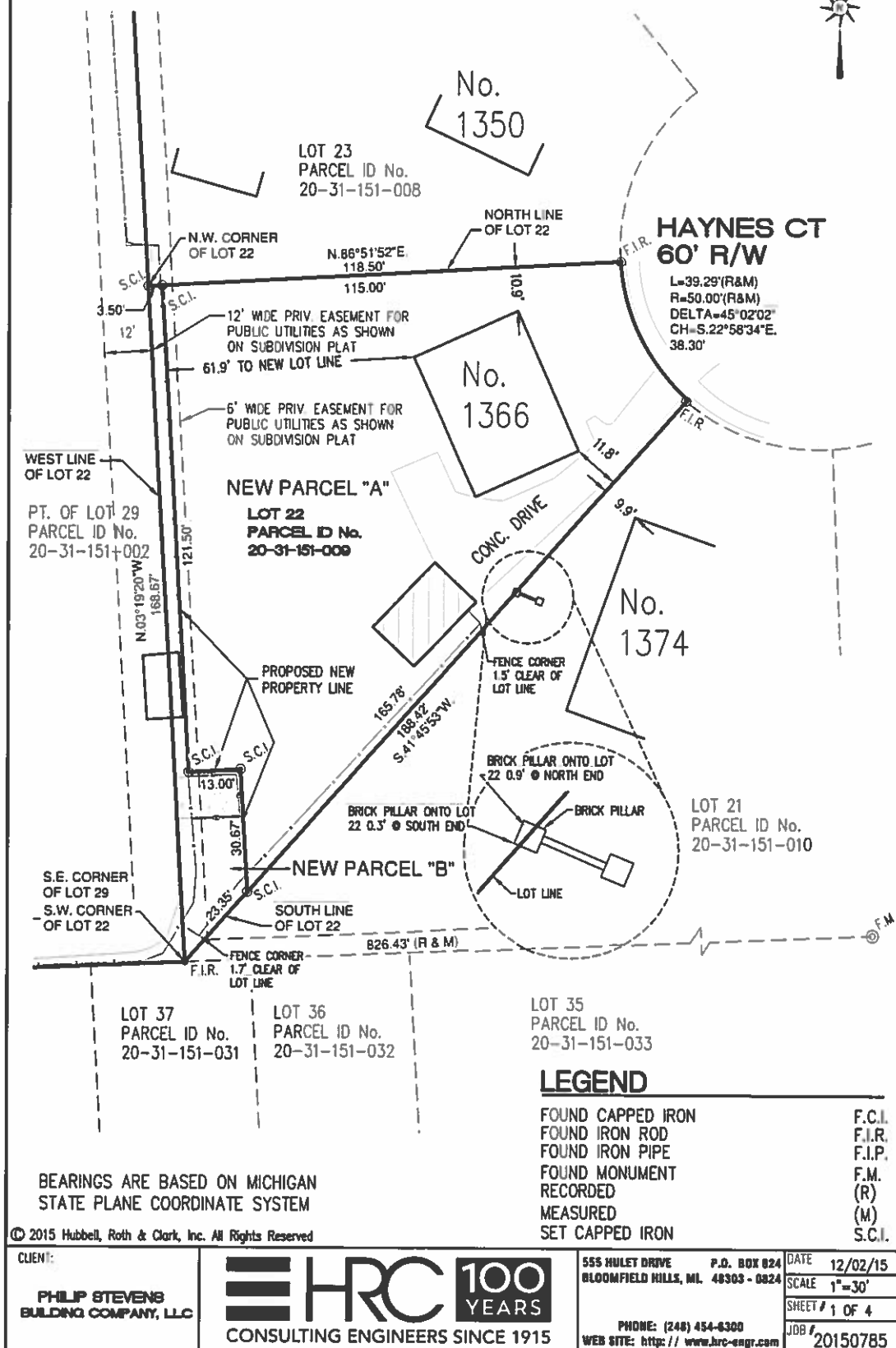
Law Office of Kevin S. Macaddino, PLLC

By:   
Dawn M. Macaddino

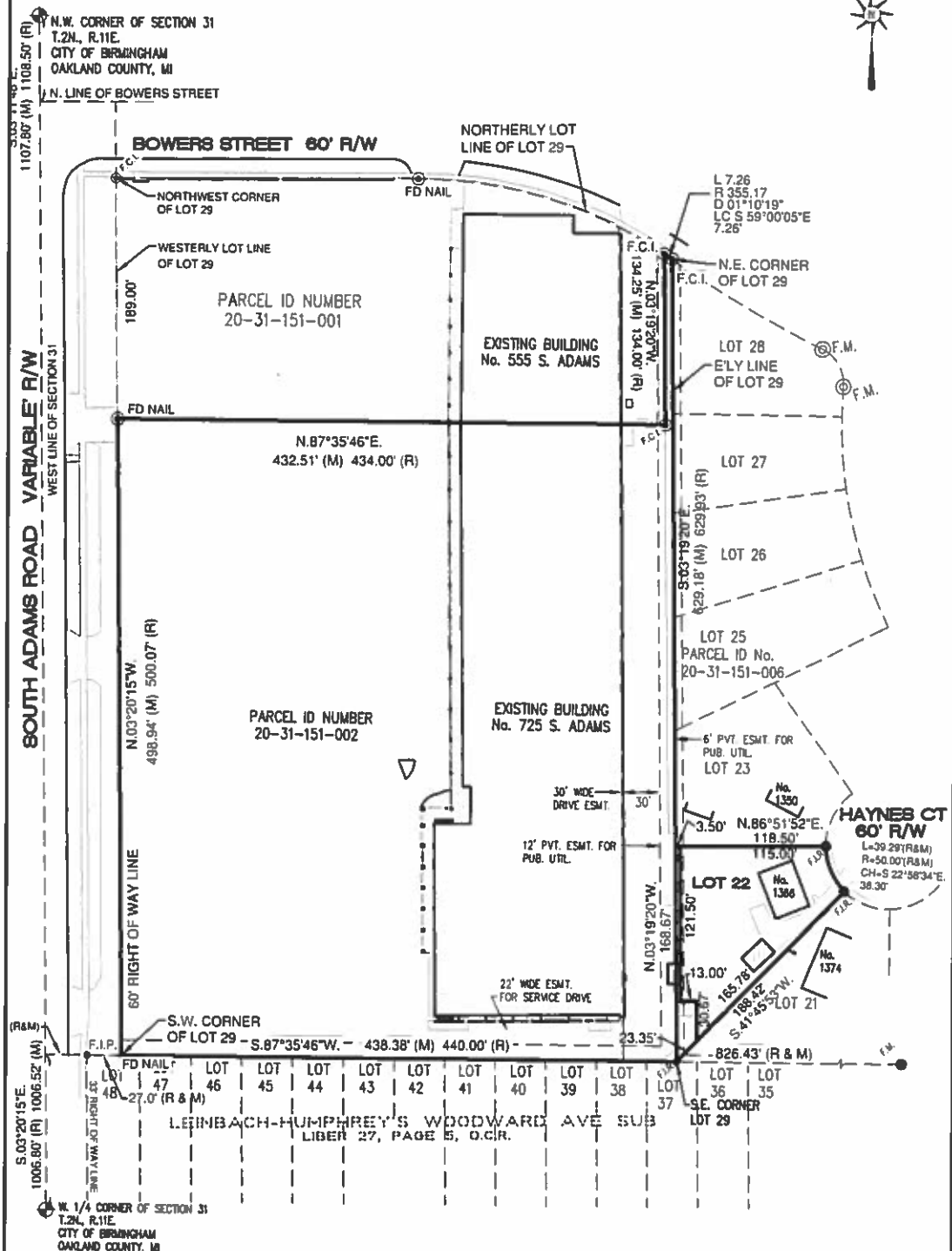
DMM

cc: The Philip D. Stevens Living Trust  
The Philip Stevens Building Company, LLC

# LOT SPLIT/COMBINATION SURVEY



# LOT SPLIT/COMBINATION SURVEY





## LOT SPLIT/COMBINATION SURVEY

### CURRENT PROPERTY DESCRIPTIONS

PARCEL ID No. 20-31-151-002: AKA 597 S. ADAMS

PART OF THE N.W. 1/4 OF SECTION 31, T.2N., R.11E., CITY OF BIRMINGHAM, OAKLAND COUNTY MICHIGAN:

LOT 29 IN "ADAMS VILLAGE SUB" (RECORDED IN LIBER 73, PAGE 1 & 2, OAKLAND COUNTY RECORDS) EXCEPT THAT PART DESCRIBED AS BEGINNING AT THE NORTHWEST LOT CORNER; THENCE SOUTH ALONG THE WEST LOT LINE 189.00 FEET; THENCE EAST PARALLEL WITH THE SOUTH LOT LINE, 434.00 FEET; THENCE NORTH PARALLEL WITH THE WEST LINE OF LOT 28, 134.00 FEET; THENCE WESTERLY ON THE NORTH LOT LINE TO THE POINT OF BEGINNING. CONTAINING 219520.4 SF AND/OR 5.04 ACRES OF LAND. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

PARCEL ID No. 20-31-151-009: AKA 1366 HAYNES

PART OF THE N.W. 1/4 OF SECTION 31, T.2N., R.11E., CITY OF BIRMINGHAM, OAKLAND COUNTY MICHIGAN:

LOT 22 IN "ADAMS VILLAGE SUB" (RECORDED IN LIBER 73, PAGE 1 & 2, OAKLAND COUNTY RECORDS). CONTAINING 13,237.2 SF. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

© 2015 Hubbell, Roth & Clark, Inc. All Rights Reserved

CLIENT:

**PHILIP STEVENS  
BUILDING COMPANY, LLC**

 **100  
YEARS**  
CONSULTING ENGINEERS SINCE 1915

555 HULEY DRIVE P.O. BOX 824  
BLOOMFIELD HILLS, MI. 48303 - 0824

PHONE: (248) 454-6300  
WEB SITE: <http://www.hrc-engr.com>

DATE	12/02/15
SCALE	N/A
SHEET #	3 OF 4
JOB #	20150785

# LOT SPLIT/COMBINATION SURVEY

## PROPOSED PROPERTY DESCRIPTIONS

### NEW PARCEL "A"

PART OF THE N.W. 1/4 OF SECTION 31, T.2N., R.11E., CITY OF BIRMINGHAM, OAKLAND COUNTY MICHIGAN:  
LOT 22 IN "ADAMS VILLAGE SUB" (RECORDED IN LIBER 73, PAGE 1 & 2, OAKLAND COUNTY RECORDS) EXCEPT THAT  
PART DESCRIBED AS BEGINNING AT THE N.W. CORNER OF SAID LOT 22; THENCE ALONG THE NORTH LINE OF SAID  
LOT 22 3.50 FEET; THENCE SOUTHERLY ALONG A LINE PARALLEL WITH THE WEST LINE OF SAID LOT 22, 121.50  
FEET; THENCE EASTERLY ALONG A LINE PARALLEL WITH THE NORTH LINE OF SAID LOT 22, 13.00 FEET; THENCE  
SOUTHERLY ALONG A LINE PARALLEL WITH THE WEST LINE OF SAID LOT 22, 30.67 FEET TO A POINT ON THE  
SOUTHERLY LOT LINE OF SAID LOT 22; THENCE SOUTHWESTERLY ALONG THE SOUTH LINE OF SAID LOT 22, 23.35  
FEET TO THE S.W. CORNER OF SAID LOT 22; THENCE 168.67 FEET ALONG THE WEST LINE OF SAID LOT 22 TO THE  
POINT OF BEGINNING. CONTAINING 12,166.0 SF. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

### NEW PARCEL "B"

PART OF THE N.W. 1/4 OF SECTION 31, T.2N., R.11E., CITY OF BIRMINGHAM, OAKLAND COUNTY MICHIGAN:  
PART OF LOT 22 IN "ADAMS VILLAGE SUB" (RECORDED IN LIBER 73, PAGE 1 & 2, OAKLAND COUNTY RECORDS)  
DESCRIBED AS BEGINNING AT THE N.W. CORNER OF SAID LOT 22; THENCE ALONG THE NORTH LINE OF SAID LOT 22  
3.50 FEET; THENCE SOUTHERLY ALONG A LINE PARALLEL WITH THE WEST LINE OF SAID LOT 22, 121.50 FEET;  
THENCE EASTERLY ALONG A LINE PARALLEL WITH THE NORTH LINE OF SAID LOT 22, 13.00 FEET; THENCE  
SOUTHERLY ALONG A LINE PARALLEL WITH THE WEST LINE OF SAID LOT 22, 30.67 FEET TO A POINT ON THE  
SOUTHERLY LOT LINE OF SAID LOT 22; THENCE SOUTHWESTERLY ALONG THE SOUTH LINE OF SAID LOT 22, 23.35  
FEET TO THE S.W. CORNER OF SAID LOT 22; THENCE 168.67 FEET ALONG THE WEST LINE OF SAID LOT 22 TO THE  
POINT OF BEGINNING. CONTAINING 1067.4 SF. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

### PARCEL ID No. 20-31-151-002 ALONG WITH NEW PARCEL "B"

PART OF THE N.W. 1/4 OF SECTION 31, T.2N., R.11E., CITY OF BIRMINGHAM, OAKLAND COUNTY MICHIGAN:  
LOT 29 IN "ADAMS VILLAGE SUB" (RECORDED IN LIBER 73, PAGE 1 & 2, OAKLAND COUNTY RECORDS) EXCEPT THAT  
PART DESCRIBED AS BEGINNING AT THE NORTHWEST LOT CORNER; THENCE SOUTH ALONG THE WEST LOT LINE  
189.00 FEET; THENCE EAST PARALLEL WITH THE SOUTH LOT LINE, 434.00 FEET; THENCE NORTH PARALLEL WITH THE  
WEST LINE OF LOT 28, 134.00 FEET; THENCE WESTERLY ON THE NORTH LOT LINE TO THE POINT OF BEGINNING;  
ALSO PART OF LOT 22 IN "ADAMS VILLAGE SUB" (RECORDED IN LIBER 73, PAGE 1 & 2, OAKLAND COUNTY RECORDS)  
DESCRIBED AS BEGINNING AT THE N.W. CORNER OF SAID LOT 22; THENCE EASTERLY ALONG THE NORTH LINE OF  
SAID LOT 22 3.50 FEET; THENCE SOUTHERLY ALONG A LINE PARALLEL WITH THE WEST LINE OF SAID LOT 22, 121.50  
FEET; THENCE EASTERLY ALONG A LINE PARALLEL WITH THE NORTH LINE OF SAID LOT 22, 13.00 FEET; THENCE  
SOUTHERLY ALONG A LINE PARALLEL WITH THE WEST LINE OF SAID LOT 22, 30.67 FEET TO A POINT ON THE  
SOUTHERLY LOT LINE OF SAID LOT 22; THENCE SOUTHWESTERLY ALONG THE SOUTH LINE OF SAID LOT 22, 23.35  
FEET TO THE S.W. CORNER OF SAID LOT 22; THENCE NORTHERLY 168.67 FEET ALONG THE WEST LINE OF SAID LOT  
22 TO THE POINT OF BEGINNING.  
CONTAINING 220,587.8 SF. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

## CERTIFICATION

I HEREBY CERTIFY THAT I HAVE SURVEYED AND  
MAPPED THE ABOVE DESCRIBED LAND, THAT THERE  
ARE NO ENCROACHMENTS EXCEPT AS SHOWN; THAT  
THE RATIO OF CLOSURE ON THE UNADJUSTED FIELD  
OBSERVATIONS WAS NO GREATER THAN 1:5000; AND  
THAT SAID SURVEY COMPLIES WITH THE REQUIREMENTS  
OF SECTION 3 OF ACT No. 132 OF THE PUBLIC ACTS  
OF 1970, AS AMENDED.



STEPHEN R. JACOBI  
PROFESSIONAL SURVEYOR NO. 43057



© 2015 Hubbell, Roth & Clark, Inc. All Rights Reserved

CLIENT:

PHILIP STEVENS  
BUILDING COMPANY, LLC



555 HULEY DRIVE P.O. BOX 824  
BLOOMFIELD HILLS, MI 48303 - 0824

PHONE: (248) 454-8300  
WEB SITE: <http://www.hrc-engr.com>

DATE 12/02/15

SCALE N/A

SHEET # 4 OF 4

JOB # 20150785



## **MEMORANDUM**

Office of the City Manager

**DATE:** February 4, 2016  
**TO:** City Commission  
**FROM:** Joseph A. Valentine, City Manager  
**SUBJECT:** Request for Closed Session  
Attorney-Client Privilege

---

It is requested that the city commission meet in closed session pursuant to Section 8(h) of the Open Meetings Act to discuss an attorney/client privilege communication.

**SUGGESTED RESOLUTION:**

To meet in closed session to discuss an attorney/client privilege communication in accordance with Section 8(h) of the Open Meetings Act.



## **NOTICE OF INTENTION TO APPOINT TO BOARD OF REVIEW**

At the regular meeting of Monday, February 22, 2016, the Birmingham City Commission intends to appoint two regular members and one alternate member to serve the remainder of three-year terms to expire December 31, 2016 and December 31, 2018. Applicants must be property owners and electors of the City of Birmingham.

The Board of Review, consisting of two panels of three local citizens who must be property owners and electors, is appointed by the City Commission for three-year terms. Although a general knowledge of the City is very helpful, more important are good judgment and the ability to listen carefully to all sides of an issue before making a decision. Approximately three weeks in March are scheduled for taxpayers to protest their assessments and one day each in July and December for correcting clerical errors and mutual mistakes of fact. Two training sessions in February are also required.

Interested citizens may submit an application available at the clerk's office or online at [www.bhamgov.org/boardopportunities](http://www.bhamgov.org/boardopportunities). Applications must be submitted to the city clerk's office on or before noon on Wednesday, February 17, 2016. These documents will appear in the public agenda for the regular meeting at which time the City Commission will interview applicants and may make nominations and vote on appointments.

Board members are paid \$110 per diem.

<b>Criteria/Qualifications of Open Position</b>	<b>Date Applications Due (by noon)</b>	<b>Date of Interview</b>
Members must be property owners and electors (registered voters) of the City of Birmingham.	2/17/16	2/22/16

*NOTE: All members of boards and commissions are subject to the provisions of City of Birmingham City Code Chapter 2, Article IX, Ethics and the filing of the Affidavit and Disclosure Statement.*

# BOARD OF REVIEW

City Charter – Chapter III, Section 14

Terms: Three Years

Members: Members must be property owners and electors of the City of Birmingham

Appointed by the City Commission

Last Name	First Name	Home Business Fax	Appointed	Term Expires
Home Address	E-Mail			
<b>Chapman</b> 1832 Cole	<b>Alex</b>  <i>alex@chaps-realty.com</i>	(313) 475-0275	2/24/2014	12/31/2016
<b>Clevers</b> 635 West Frank	<b>Ruth</b>  <i>rclevers@gmail.com</i>	(248) 644-0069	2/9/2009	12/31/2018
<b>Di Placido</b> 726 Lakeside Dr.	<b>Guy</b>	(248) 644-1708	1/10/1994	12/31/2017
<b>Feiste</b> 1474 Maryland	<b>Leland</b>  <i>lwfeiste@yahoo.com</i>	(248) 644-3948	1/22/2001	12/31/2016
<b>Richey</b> 1690 Stanley	<b>Lester</b>  <i>lesrichey@yahoo.com</i>	(248) 644-7143	2/9/2015	12/31/2017

Last Name	First Name	Home Business Fax E-Mail	Appointed	Term Expires
<b>Rose</b> 1011 Clark	<b>Cynthia</b>	(248) 752-2667  <i>crose@cbwm.com</i>	3/2/2009	12/31/2018
<b>Steinberger</b> 2849 Buckingham	<b>Michael</b>	248.217.4805  <i>steinberger.michael@gmail.com</i>	8/10/2015 alternate	12/31/2017
<b>Vacant</b>			alternate	12/31/2016



## NOTICE OF INTENTION TO APPOINT TO THE CABLECASTING BOARD

At the regular meeting of Monday, March 14, 2016 the Birmingham City Commission intends to appoint to the Cablecasting Board three regular members and one alternate member to serve the remainder of the three-year terms. Applicants must be residents of the City of Birmingham.

Interested citizens may submit an application available at the city clerk's office or online at [www.bhamgov.org/boardopportunities](http://www.bhamgov.org/boardopportunities). Applications must be submitted to the city clerk's office on or before noon on Wednesday, March 9, 2016. These applications will appear in the public agenda for the regular meeting at which time the City Commission will discuss recommendations, and may make nominations and vote on the appointments.

### Duties of the Cablecasting Board

- 1) Advise the municipalities on matters relating to cable communications;
- 2) Monitor the franchisee's compliance with the franchise agreement and the cable communications ordinance;
- 3) Conduct performance reviews as outlined in Chapter 30, Article VII of the city code;
- 4) Act as liaison between the franchisee and the public; hear complaints from the public and seek their resolution from the franchisee;
- 5) Advise the various municipalities on rate adjustments and services according to the procedure outlined in Chapter 30; Article VI
- 6) Advise the municipalities on renewal, extension or termination of a franchise;
- 7) Appropriate those moneys deposited in an account in the name of the cablecasting board by the member communities;
- 8) Oversee the operation of the education, governmental and public access channels;
- 9) Apprise the municipalities of new developments in cable communications technology;
- 10) Hear and decide all matters or requests by the operator (Comcast Cablevision);
- 11) Hear and make recommendations to the municipalities of any request of the operator for modification of the franchise requirement as to channel capacity and addressable converters or maintenance of the security fund;
- 12) Hear and decide all matters in the franchise agreement which would require the operator to expend moneys up to fifty thousand dollars;
- 13) Enter into contracts as authorized by resolutions of the member municipalities;
- 14) Administer contracts entered into by the board and terminate such contracts.

Criteria/Qualifications of Open Position	Date Applications Due (by noon)	Date of Interview
Members must be residents of the City of Birmingham.	3/9/16	3/14/16

*NOTE: All members of boards and commissions are subject to the provisions of City of Birmingham City Code Chapter 2, Article IX, Ethics and the filing of the Affidavit and Disclosure Statement.*

# CABLECASTING BOARD

Chapter 30 - Section 30-226 - Birmingham City Code  
Meeting Schedule: 3<sup>rd</sup> Wednesday of the month - 7:45 A. M

The Board shall consist of 12 members, which includes 7 members who are residents of the City of Birmingham. Each member community shall also appoint one alternative representative. (30-226)

Last Name Home Address	First Name	Home Business Fax E-Mail	Appointed	Term Expires
<b>Eick</b> 559 Greenwood	<b>R. David</b>	(248) 231-8067  <i>eickhouse@comcast.net</i>	12/14/2015	3/30/2018
<b>Heldt</b> 1415 Lakeside	<b>Jeffrey</b>	(248) 646-4678 (248) 646-1050  <i>jheldt@kotsangster.com</i>	3/22/2010	3/30/2016
<b>Linsenman</b> 1196 Holland	<b>Colin</b>	(248)205-6166 (810) 235-9000  <i>clinsen1@gmail.com</i>	7/8/2013	3/30/2017
<b>McAlear</b> 1742 Latham	<b>Matthew</b>	(248)420-5635  <i>mbmcalear@gmail.com</i>	2/25/2013	3/30/2018
<b>McLain</b> 528 Pilgrim	<b>Elaine</b>	(248) 225-9903  <i>ekmclain@gmail.com</i>	1/9/2006	3/30/2017

## For Cable Inquires:

Cathy White 248-336-9445  
P.O. Box 165, Birmingham, MI 48012



Last Name	First Name	Home Business Fax E-Mail	Appointed	Term Expires
-----------	------------	-----------------------------------	-----------	--------------

Vacant				3/30/2018
--------	--	--	--	-----------

Vacant				3/30/2017
--------	--	--	--	-----------

Vacant				3/30/2016
--------	--	--	--	-----------

ALTERNATE

**For Cable Inquires:**

Cathy White 248-336-9445  
P.O. Box 165, Birmingham, MI 48012



## **NOTICE OF INTENTION TO APPOINT TO THE MULTI-MODAL TRANSPORTATION BOARD**

At the regular meeting of Monday, March 14, 2016, the Birmingham City Commission intends to appoint two members to the Multi-modal Transportation Board to serve three-year terms to expire March 24, 2019.

Interested citizens may submit an application available at the city clerk's office or online at [www.bhamgov.org/boardopportunities](http://www.bhamgov.org/boardopportunities). Applications must be submitted to the city clerk's office on or before noon on Wednesday, March 9, 2016. These documents will appear in the public agenda for the regular meeting at which time the City Commission will discuss recommendations, and may make nominations and vote on appointments.

In so far as possible, the seven member committee shall be composed of the following: one pedestrian advocate member; one member with a mobility or vision impairment; one member with traffic-focused education and/or experience; one bicycle advocate member; one member with urban planning, architecture or design education and/or experience; and two members at large from different geographical areas of the city. Applicants must be electors or property owners in the City of Birmingham.

### Duties of the Multi-modal Transportation Board

The purpose of the Multi-Modal Transportation Board shall be to assist in maintaining the safe and efficient movement of motorized and non-motorized vehicles and pedestrians on the streets and walkways of the city and to advise the city commission on the implementation of the Multi-Modal Transportation Plan, including reviewing project phasing and budgeting.

<b>Criteria/Qualifications of Open Position</b>	<b>Date Applications Due (by noon)</b>	<b>Date of Interview</b>
In so far as possible, members shall represent, <ul style="list-style-type: none"><li>• one member with traffic-focused education and/or experience</li><li>• one bicycle advocate member</li></ul> Members must be electors (registered voter) or property owners of the City of Birmingham.	3/9/16	3/14/16

*NOTE: All members of boards and commissions are subject to the provisions of City of Birmingham City Code Chapter 2, Article IX, Ethics and the filing of the Affidavit and Disclosure Statement.*

# MULTI-MODAL TRANSPORTATION BOARD

Resolution No. 02-31-14

The purpose of the Multi-Modal Transportation Board shall be to assist in maintaining the safe and efficient movement of motorized and non-motorized vehicles and pedestrians on the streets and walkways of the city and to advise the city commission on the implementation of the Multi-Modal Transportation Plan, including reviewing project phasing and budgeting.

In so far as possible, the seven member committee shall be composed of the following: one pedestrian advocate member; one member with a mobility or vision impairment; one member with traffic-focused education and/or experience; one bicycle advocate member; one member with urban planning, architecture or design education and/or experience; and two members at large from different geographical areas of the city. Board members shall be electors or property owners in the city.

Term: Three years.

Last Name	First Name	Home Business Fax E-Mail	Appointed	Term Expires
<b>Adams</b>	<b>Vionna</b>	(202) 423-7445	12/15/2014	3/24/2018
2109 Dorchester Birmingham	48009	<i>vionnajones@gmail.com</i>	Member at large from different geographical areas of the city.	
<b>Edwards</b>	<b>Lara</b>	(734) 717-8914	4/28/2014	3/24/2017
1636 Bowers Birmingham	48009	<i>lmedwards08@gmail.com</i>	Member at large from different geographical areas of the city.	
<b>Evans</b>	<b>Daniel</b>	(248) 224-4699	2/9/2015	12/31/2015
1028 Suffield Ave Birmingham	48009	<i>djevans97@hotmail.com</i>	Student Representative	

Last Name	First Name	Home Business Fax	E-Mail	Appointed	Term Expires
<b>Folberg</b> 1580 Latham Birmingham	<b>Amy</b> 48009	(248) 890-9965	<i>amy.folberg@gmail.com</i>	12/14/2015	3/24/2017 Member at large from different geographical areas of the city.
<b>Lawson</b> 1351 E. Maple Birmingham	<b>Andy</b> 48009	(586) 944-6701	<i>andlawson@deloitte.com</i>	4/28/2014	3/24/2018 Pedestrian Advocate Member
<b>Mendel</b> 440 Madison Birmingham	<b>Rebecca</b> 48009	(248) 701-5801	<i>beccamendel28@gmail.com</i>	2/9/2015	12/31/2015 Student Representative
<b>Slanga</b> 1875 Winthrop Lane Birmingham	<b>Johanna</b> 48009	248-761-9567	<i>jopardee@gmail.com</i>	5/5/2014	3/24/2016 Traffic-Focus Education/Experience Member
<b>Surnow</b> 320 Martin St. #100 Birmingham	<b>Michael</b> 48009	(248) 865-3000	<i>michael@surnow.com</i>	4/13/2015	3/24/2016 Bicycle Advocate Member
<b>Warner</b> 671 E. Lincoln Birmingham	<b>Amanda</b> 48009	248-719-0084	<i>awarner@aol.com</i>	5/5/2014	3/24/2017 Urban Planning/Architecture/Design Member



## **NOTICE OF INTENTION TO APPOINT TO THE PARKS & RECREATION BOARD**

At the regular meeting of Monday, March 14, 2016, the Birmingham City Commission intends to appoint two members to the Parks and Recreation Board to serve three-year terms to expire March 13, 2019.

Interested citizens may submit an application available at the city clerk's office or online at [www.bhamgov.org/boardopportunities](http://www.bhamgov.org/boardopportunities). Applications must be submitted to the city clerk's office on or before noon on Wednesday, March 9, 2016. These applications will appear in the public agenda for the regular meeting at which time the City Commission will discuss recommendations, and may make nominations and vote on the appointments.

### Responsibilities

The Parks & Recreation Board consists of seven members who serve for three-year terms without compensation. The goal of the board is to promote a recreation program and a park development program for the city of Birmingham. The Board shall recommend to the city commission for adoption such rules and regulations pertaining to the conduct and use of parks and public grounds as are necessary to administer the same and to protect public property and the safety, health, morals, and welfare of the public.

The meetings are held the first Tuesday of the month at 6:30 P.M.

<b>Criteria/Qualifications of Open Position</b>	<b>Date Applications Due (by noon)</b>	<b>Date of Interview</b>
Members must be electors (registered voters) of the City of Birmingham.	3/9/16	3/14/16

*NOTE: All members of boards and commissions are subject to the provisions of City of Birmingham City Code Chapter 2, Article IX, Ethics and the filing of the Affidavit and Disclosure Statement.*

# PARKS AND RECREATION BOARD

## Article II, Section 78

Objectives: The Parks and Recreation Board shall promote a recreation program and a park development program for the City. The Board shall recommend to the city commission for adoption such rules and regulations pertaining to the conduct and use of parks and public grounds as are necessary to administer the same and to protect public property and the safety, health, morals, and welfare of the public.

Seven members, Three-year Terms, Appointed by the City Commission

Members must be electors of the City of Birmingham

Meetings held the first Tuesday of each month at 6:30 PM.

Last Name	First Name	Home Business Fax E-Mail	Appointed	Term Expires
Kaplan	Ross	(248) 645-6526  <i>rkaplan@neumannsmith.com</i>	10/22/2007	3/13/2017
635 Oak				
Longe	Therese	(248) 258-6744 (313) 745-0138  <i>tmquattro@gmail.com</i>	3/29/2004 Chairperson	3/13/2016
1253 Yosemite				
Meehan	John	(248) 644-5923  <i>john.meehan@att.net</i>	3/18/2002	3/13/2017
656 Chester				
Ross	Ryan	(248) 705-6465  <i>ryan.countryside@gmail.com</i>	5/21/2012 Vice Chairperson	3/13/2018
1872 Derby				

Last Name Home Address	First Name	Home Business Fax E-Mail	Appointed	Term Expires
<b>Stevens</b> 1243 Ruffner	<b>Raymond</b>	(248) 514-3740  <i>rastevens2@yahoo.com</i>	4/15/1996	3/13/2018
<b>Stotland</b> 698 Hanna	<b>Lilly</b>	(248) 433-3148  <i>lstotland@vescooil.com</i>	12/7/2015	3/13/2016
<b>Wiebrecht</b> 1714 Torry	<b>William</b>	(248) 703-6503  <i>billwiebrecht@wowway.com</i>	10/14/1991	3/13/2018



## NOTICE OF INTENTION TO APPOINT TO PLANNING BOARD

At the regular meeting of Monday, March 14, 2016, the Birmingham City Commission intends to appoint two members to serve three-year terms to expire March 28, 2019. Members must consist of an architect duly registered in this state, a building owner in the Central Business or Shain Park Districts, and the remaining members shall represent, insofar as possible, different occupations and professions such as, but not limited to, the legal profession, the financial or real estate professions, and the planning or design professions. Members must be residents of the City of Birmingham.

Interested citizens may submit an application available at the city clerk's office or online at [www.bhamgov.org/boardopportunities](http://www.bhamgov.org/boardopportunities). Applications must be submitted to the city clerk's office on or before noon on Wednesday, March 9, 2016. These applications will appear in the public agenda for the regular meeting at which time the City Commission will discuss recommendations, and may make nominations and vote on the appointments.

### PLANNING BOARD DUTIES

The planning board consists of nine members who serve three-year terms without compensation. The board meets at 7:30 P.M. on the second and fourth Wednesdays of each month to hear design reviews, zoning ordinance text amendments and any other matters which bears relation to the physical development or growth of the city.

Specifically, the duties of the planning board are as follows:

1. Long range planning
2. Zoning ordinance amendments
3. Recommend action to the city commission regarding special land use permits.
4. Site plan/design review for non-historic properties
5. Joint site plan/design review for non-residential historic properties
6. Rezoning requests.
7. Soil filling permit requests
8. Requests for opening, closing or altering a street or alley

Criteria/Qualifications of Open Position	Date Applications Due (by noon)	Date of Interview
Members shall represent, insofar as possible, different occupations and professions such as, but not limited to, the legal profession, the financial or real estate professions, and the planning or design professions.  Members must be residents of the City of Birmingham.	3/9/16	3/14/16

*NOTE: All members of boards and commissions are subject to the provisions of City of Birmingham City Code Chapter 2, Article IX, Ethics and the filing of the Affidavit and Disclosure Statement.*



# PLANNING BOARD

Chapter 82 – Section 82-26 – Nine Members

Job Requirements: An architect duly registered in this state, a building owner in the Central Business or Shain Park Districts, and remaining members, must represent, insofar as possible, different occupations and professions such as, but not limited to, the legal profession, the financial or real estate professions, and the planning or design professions.

Terms: Three Years

Appointment by City Commission

Meeting Schedule: Second and Fourth Wednesday of the month at 7:30 PM.

Last Name	First Name	Home Business Fax	Appointed	Term Expires
Home Address	E-Mail			
<b>Boyce</b> 179 Catalpa	<b>Janelle</b>  <i>jlwboyce@hotmail.com</i>	(248) 321-3207	12/10/2007	3/28/2017
<b>Boyle</b> 840 Wimbledon	<b>Robin</b>  <i>robinboyle@ameritech.net</i>	(248) 258-6456 (313) 577-2702	4/19/2004 Planner/Professor	3/28/2016
<b>Caspersen</b> 6925 Windham Lane	<b>Scott</b>  <i>scottcaspersen@gmail.com</i>	(248) 540-4474	2/9/2015 Student Representative	12/31/2015
<b>Clein</b> 1556 Yosemite	<b>Scott</b>  <i>s.clein@comcast.net</i>	(248) 203-2068	3/22/2010	3/28/2016
<b>Jeffares</b> 1381 Birmingham Blvd	<b>Stuart</b>  <i>stuartjeffares@gmail.com</i>	(248) 321-2120	12/14/2015 (served as alternated 11/2014-12/2015)	3/28/2018

Last Name	First Name	Home Business Fax	E-Mail	Appointed	Term Expires
<b>Koseck</b> 2441 Dorchester	<b>Bert</b>	(248) 302-4018	<i>bkoseck@comcast.net</i>	10/12/2009 (Architect) Design Professional	3/28/2017
<b>Laverty</b> 445 South Cranbrook Rd	<b>Andrea</b>	(248) 310-4418	<i>andie41698@aol.com</i>	2/9/2015 Student Representative	12/31/2015
<b>Lazar</b> 420 Harmon	<b>Gillian</b>	(248) 613-3400 (248) 644-2500	<i>glazar@hallandhunter.com</i>	4/10/2006 Building Owner in the Central Business	3/28/2018
<b>Prasad</b> 622 Vinewood	<b>Lisa</b>	(248) 241-6092	<i>lprasad@fullcircleadvisory.com</i>	1/25/2016 alternate	11/2/2017
<b>Share</b> 1040 Gordon Lane	<b>Daniel</b>	(248) 642-7340	<i>dshare@bsdd.com</i>	11/24/2014 Alternate	11/2/2017
<b>Williams</b> 534 Graten Street	<b>J. Bryan</b>	(248) 420-3522 (248) 433-7289	<i>jwilliams@dickinsonwright.com</i>	4/16/2007 attorney	3/28/2018



## MEMORANDUM

Engineering Dept.

**DATE:** January 28, 2016

**TO:** Joseph Valentine, City Manager

**FROM:** Paul T. O'Meara, City Engineer

**SUBJECT:** 14 Mile Rd. Resurfacing – Greenfield Rd. to Crooks Rd.

---

The cities of Birmingham and Royal Oak share jurisdiction of 14 Mile Rd. on its joint border (Greenfield Rd. to just west of Coolidge Hwy.; almost one mile). This segment was reconstructed by Royal Oak in 2000. Last year, Royal Oak attempted to secure federal funding to resurface a two mile segment from Greenfield Rd. to Crooks Rd. through the Oakland Co. Federal Aid Committee. They were successful in receiving a grant to cover 80% of this cost in 2019, but not for the segment between Greenfield Rd. and Woodward Ave. The short segment (0.2 miles) at the west end was left off because it did not rank quite as high as the rest, and no more funding was available. Royal Oak is hopeful to move this project up to 2018, by advance funding the job, and then getting reimbursed by the federal government for their share in 2019.

There is a second, smaller source of money which Birmingham, along with several other larger Oakland Co. communities can compete with the Road Commission each year, known as the National Highway Pavement Preservation Program (NHPP). This is the fund that paid the majority of the costs for the concrete patching conducted on E. Maple Rd. the past two years.

Today, representatives from the County and the cities that can participate met to discuss how to divide both the 2018 and 2019 funds. I saw this as an opportunity to obtain 80% funding on the short segment of 14 Mile Rd. that had been left behind by the above federal award to Royal Oak. Both Royal Oak and Birmingham agreed that this would be a good opportunity to resolve this issue, and the others that help make this decision agreed. The total cost of resurfacing this segment is estimated at \$400,000. With 80% federal funding, the two cities will receive a grant for \$320,000. Since we share this road with Royal Oak, Birmingham's share will be \$40,000, plus 50% of the total administration and engineering costs.



## MEMORANDUM

Engineering Dept.

**DATE:** January 27, 2016

**TO:** Joseph Valentine, City Manager

**FROM:** Paul T. O'Meara, City Engineer

**SUBJECT:** Birmingham Train Station Demolition  
Update

---

Last year, our MI Dept. of Transportation (MDOT) representative that deals with railroad matters offered to give the City \$40,000 toward the cost of demolishing the existing Birmingham train station. The work will involve removing the shelter, a second shelter that housed a portable handicap lift, the concrete loading platform, and the concrete ramp for passengers to walk from the end of Villa Ave. up to the platform. After the removals are complete, the area will be graded off. Grass seed will be planted, and the gap in the chain link fence will be closed off with new fence.

The funds MDOT offered are being taken from savings achieved by the City of Troy when they made changes to the transit center that allowed it to be built for less than originally estimated. The funds were intended to cover all of Birmingham's costs. We were encouraged to bid the job in such a way that it would be completed prior to the end of the 2015 calendar year.

The project should take a contractor about 2 weeks to perform. When the job was bid relatively late last year, the contractor would have to complete the work in November or December, and then be responsible to return in the spring to help touch up any damage to the grass caused over the winter. Due to the busy nature of the construction industry, and the late time of year, only one incomplete bid was received. It was formally rejected, and the project was bid again in December with a new timetable allowing contractors until the first week of June to complete the work.

Three bids were received. The results are attached. After reviewing the references of the low bidder, we feel that this firm has the credentials to complete this project appropriately. Unfortunately, their total bid is significantly higher than what MDOT had agreed to pay. Earlier this month, I requested that MDOT consider increasing the total cost contribution to cover this unexpected increase. They have verbally agreed to do so, and are now in the process of modifying the agreement that had been previously approved by the City Commission. Once a new agreement has been received, that will be forwarded to the Commission for approval. We will then be in a position to award the project to the low bidder, and ask authorize them to proceed. The low bidder is willing to wait for this process. They have indicated that they expect to complete the work in April, and that it will take about two weeks to perform.

**BID SUMMARY**

**December 18, 2015 - 2:00 PM**

[illegible]

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION**

**NOTICE OF HEARING  
FOR THE GAS CUSTOMERS OF  
CONSUMERS ENERGY COMPANY**

**CASE NO. U-17943**



- Consumers Energy Company requests Michigan Public Service Commission approval to use to use a base gas cost recovery (GCR) ceiling factor of not less than \$2.8328 per thousand cubic feet (Mcf), plus additional amounts contingent on future events determined using the GCR Factor Ceiling Price Adjustment (Contingency) Mechanism between April 2016 through March 2017.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- The first public hearing in this matter will be held:

**DATE/TIME:** **Wednesday, February 3, 2016, at 10:00 a.m.**  
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

**BEFORE:** Administrative Law Judge **Sharon L. Feldman**

**LOCATION:** Michigan Public Service Commission  
7109 West Saginaw Highway  
Lansing, Michigan

**PARTICIPATION:** Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) December 30, 2015 application, which seeks approval of its GCR plan and monthly GCR factors for the 12-month period April 2016 through March 2017. Consumers Energy is requesting authorization of its monthly GCR factors for the period April 2016 through March 2017 consisting of the sum of two parts: (i) a base GCR factor of \$2.8328 per Mcf, plus (ii) additional amounts contingent upon future events, determined using the GCR Factor Ceiling Price Adjustment (Contingency) Mechanism. The Company is also requesting that the Commission review its plans and projections through March 2021 and find its 5-year plan reasonable and prudent.

**INFORMATION ONLY**

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets). Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov).

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by January 27, 2016. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department - Regulatory Group, One Energy Plaza, Jackson, Michigan 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to the Michigan Administrative Hearing System's Administrative Hearing Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy's request may be reviewed on the Commission's website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets), and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in 1982 P.A. 304 proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, Michigan 48909, for more information.

Jurisdiction is pursuant to 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6h et seq.; and the Michigan Administrative Hearing System's Administrative Hearing Rules, 2015 AC, R 792.10401 et seq.

**CONSUMERS ENERGY COMPANY HAS REQUESTED THE GAS COST RECOVERY FACTORS DESCRIBED IN THIS NOTICE. THE MICHIGAN PUBLIC SERVICE COMMISSION MAY GRANT OR DENY CONSUMERS ENERGY'S GAS COST RECOVERY FACTORS AND OTHER PROPOSALS IN WHOLE OR IN PART, AND MAY APPROVE LESSER OR GREATER AMOUNTS THAN THOSE REQUESTED.**