

GREENWOOD CEMETERY ADVISORY BOARD AGENDA
FRIDAY, JANUARY 7, 2022
MUNICIPAL BUILDING, 151 MARTIN, ROOM 205
8:30 A.M.

The Greenwood Cemetery Advisory Board provides the recommendations to the City Commission:

1. Modifications: As to modifications of the rules and regulations governing Greenwood Cemetery.
2. Capital Improvements: As to what capital improvements should be made to the cemetery.
3. Future Demands: As to how to respond to future demands for cemetery services.

I. CALL TO ORDER

Chairperson, Linda Buchanan

II. ROLL CALL

City Clerk, Alexandria Bingham

III. APPROVAL OF THE MINUTES

- A. Approval of meeting minutes of December 3, 2021

IV. UNFINISHED BUSINESS

V. NEW BUSINESS

- A. Read through summary of changes, questions for the city attorney, and the red-lined revisions to the Greenwood Cemetery Operational Procedures, Conditions and Regulations
- B. Future Business for February
- a. Policy for Approving and Installing Markers for Persons of Historical Significance
 - b. Other Items for Consideration

VI. REPORTS

- A. Clerk's Office Update
- B. Financial Reports
- C. Cemetery Sales & Activity
- D. City Managers Report (December)

VII. OPEN TO THE PUBLIC FOR MATTERS NOT ON THE AGENDA

VIII. BOARD COMMENTS

IX. ADJOURN

Next Meeting: February 4, 2022

Should you wish to participate in this meeting, you are invited to attend the meeting in person or virtually through ZOOM:

<https://zoom.us/j/98983856041> Meeting ID: 989 8385 6041

You may also present your written statement to the City Clerk,
151 Martin Street, P.O. Box 3001, Birmingham, Michigan 48012-3001 prior to the meeting.

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 por lo menos el día antes de la reunión pública. (Title VI of the Civil Rights Act of 1964).

**Greenwood Cemetery Advisory Board
Meeting Minutes
Friday, December 3, 2021, 8:30 a.m.
151 Martin St. - Room 205**

I. Call To Order

Linda Buchanan, Chair, called the meeting to order at 8:30 a.m.

II. Roll Call

Present: Chair Linda Buchanan
Pam DeWeese (left at 9:30 a.m.)
Linda Peterson
Laura Schreiner
George Stern
Margaret Suter

Absent: Joseph Vercellone

Administration: City Clerk Bingham, Museum Director Pielack

III. Approval Of The Minutes

A. Review of the Minutes of October 1, 2021

Ms. Schreiner recommended the removal of an excess 'was' on page two of the minutes.

MOTION: by DeWeese, seconded by Suter:

To approve the minutes of October 1, 2021 as amended.

VOTE: Yeas, 6
Nays, 0

IV. Unfinished Business

V. New Business

A. Review Section VII. Funerals, Internments & Disinterment

Board members asked for further clarification regarding a few items in this section before offering revisions.

In reply to Ms. Suter, CC Bingham said she would check with the City Attorney and Ms. Arcome to determine whether 'lawn level' or 'flush' would be more appropriate for page eleven, line 16.

Ms. Schreiner noted that immediate family members can be estranged from each other. She said it might be more appropriate to amend the first paragraph on page 11 to only permit the actual owner to be interred in an owned plot.

Board members said it would be helpful to have paperwork filed that indicates who else may be able to use a plot once the owner dies. They also said they would need to determine some way of addressing a plot with more than one owner.

CC Bingham said she would check with Ms. Arcome regarding the issues raised by Ms. Schreiner and the Board.

B. Review Section VIII. Burial Rights Policy

CC Bingham said she would check with Ms. Arcome and the City Attorney regarding this section to see if the legal aspects of the language could be clarified.

Mr. Stern also recommended that the grammar in the section be corrected.

C. Review Section II. Conduct of Persons

CC Bingham said she would consult with the City Attorney regarding whether to include language that addresses minors' conduct in the Cemetery and different ways to do so if appropriate.

The Board then offered some revisions to the existing text of II. Conduct of Persons.

City Clerk Bingham noted the Board's recommended revisions. She said she would integrate the revisions into the draft and return it to the Board members for their review.

D. Review Section III. Traffic Regulations

The Board offered one revision to the existing text of III. Traffic Regulations.

City Clerk Bingham noted the Board's recommended revision. She said she would integrate the revisions into the draft and return it to the Board members for their review.

E. Future Business

- a. Policy for Approving and Installing Markers for Persons of Historical Significance**
- b. Review the summary memo and draft redlined copy of the entire updated Greenwood Cemetery Operational Procedures, Conditions and Regulations**
- c. Other Items for Consideration**

VI. Reports

- A. Clerk's Office Update**
- B. Financial Reports – Will report in January**
- C. Cemetery Sales & Activity – Will report in January**
- D. City Managers Report (November)**

VII. Open To The Public For Matters Not On The Agenda
--

VIII. Board Comments

CC Bingham provided updates regarding the recent private purchase of 692 Oak, which neighbors the Cemetery. The Board asked to be kept up-to-date regarding the ongoing conversations between the owners of 692 Oak and the City.

MD Pielack presented the Cemetery's nomination to the National Park Service's Network to Freedom.

Chair Buchanan said she would be supportive of installing signage regarding the Cemetery's relation to the Network of Freedom if the nomination goes through.

MD Pielack cautioned that because of the Covid-19 pandemic the nomination review process could take about a year.

The Board thanked MD Pielack and the Museum Staff and volunteers for their work on the nomination.

MD Pielack thanked CC Bingham and the Board members for their ongoing work towards the betterment of the Cemetery.

In reply to Mr. Stern, CC Bingham confirmed that:

- The Board's final draft of the GCAB's 2020-2021 annual report was available on the City's website and was emailed out to the Board members;
- Funds from additional rights of burial go into the Cemetery's perpetual care fund; and,
- Corner markers are necessary in order to identify plots in the Cemetery.

CC Bingham said she would re-email a copy of the 2020-2021 GCAB report to Mr. Stern and that she would seek confirmation from Ms. Arcome that corner markers continue to be installed.

Ms. Suter asked that the unused plots in Section C be considered as an option for cremated remains.

CC Bingham said she would ask Ms. Arcome how cremated remains are laid out in a plot either with a full burial or with other cremated remains.

CC Bingham said she would request that DPS add additional trash receptacles to the Cemetery grounds.

In reply to CC Bingham, the Board agreed that the Police Department should be notified prior to any military funeral during which the firing or discharge of firearms may occur on Cemetery grounds.

Ms. Peterson stated that Ms. Arcome does her job well and the Board offered its thanks to Ms. Arcome for her continued work with the City.

IX. Adjourn

Chair Buchanan adjourned the meeting at 10:40 a.m.

DATE: December 22, 2021

TO: Greenwood Cemetery Advisory Board

FROM: Alexandria Bingham, City Clerk

SUBJECT: Review of Greenwood Cemetery Operational Procedures, Conditions and Regulations:

INTRODUCTION:

At the March 2021 GCAB meeting a priority list was determined by GCAB in order to systematically review all sections of the Greenwood Cemetery Operational Procedures, Conditions and Regulations. GCAB completed an initial review of the entire document at various regular meetings scheduled in 2021.

SUMMARY:

Review Schedule – GCAB Reviewed and gave input on every section throughout the regularly scheduled meetings in 2021.

April 2021

XI. Schedule of Fees and Charges

May 2021

General – Overall Language Check

I. Definitions

July 2021

VI. Monuments, Grave Markers and Foundation Monuments

August 2021

IX. Lot Sales Policy

X. Lot Resale Policy

October 2021

V. Operational Regulations

IV. Maintenance and Perpetual Care

December 2021

VII. Funerals, Internments & Disinterment

VIII. Burial Rights Policy

II. Conduct of Persons

III. Traffic Regulations

January 2022

At this time we will take a look at the document as a whole, section by section in chronological order of the document.

The goal is to make additional revisions and recommendations and finalize the list of questions by section for the city attorney.

LEGAL REVIEW:

- Advice from the City Attorney will be requested after this review to make sure we have all of our questions gathered.

PUBLIC COMMUNICATIONS:

- Public comment at GCAB meetings is always welcome.

ATTACHMENTS:

- Greenwood Cemetery Operational Procedures, Conditions and Regulations:
 - Summary of recommended and suggested changes by section as well as questions for the City Attorney by section
 - Redlined Copy

SUGGESTED BOARD ACTION:

- Have a discussion and make additional recommendations or suggest revisions, recommend a complete list of questions be forwarded to the city attorney.

Summary of Suggestions/Changes and Legal Questions

Overall Language	
<u>Suggestions</u> <ul style="list-style-type: none"> Remove gender based verbiage Change “Superintendent” to “City or City Designee” Using the standard oxford comma practice 	<u>Legal Questions</u> <ul style="list-style-type: none"> Does “City or City Designee” extend to contractors? Should there be a delineation between rights and responsibilities of the City, City Designee, contractor and worker?
I. Definitions	
<u>Suggestions</u> <ul style="list-style-type: none"> Adding Definition for “City” Adding further defined definitions for Memorial Adding definition for “Minor” Adding definition for “Immediate Member” 	<u>Legal Questions</u> <ul style="list-style-type: none"> Legal definition for “Immediate Member”
II. Conduct of Persons	
<u>Suggestions</u> <ul style="list-style-type: none"> Identify person under age of 18 as “minor” Add requirement of written permission in order to discharge a firearm on cemetery grounds. 	<u>Legal Questions</u> <ul style="list-style-type: none"> None
III. Traffic Regulations	
<u>Suggestions</u> <ul style="list-style-type: none"> Expanding description of “drivers” to include persons and entities in control as owner, driver or operator engaged in autopilot. Description of the extent of liability “jointly and severely liable for any damage caused by such vehicle” Identifying that city authorized vehicles may operate off of established driveways, for purpose of maintenance or construction Identifying location where drivers may turn around while on cemetery grounds 	<u>Legal Questions</u> <ul style="list-style-type: none"> None
IV. Maintenance and Perpetual Care	
<u>Suggestions</u> <ul style="list-style-type: none"> Including language to account for addition of trees. 	<u>Legal Questions</u> <ul style="list-style-type: none"> Questions pertaining to the date which should be used to describe historical markers. A suggestion was “In the event that no family has come forward within a term of 10 years, the City shall maintain, using best practices and discretion, markers for deaths which have occurred 120 years ago.”
V. Operational Regulations	
<u>Suggestions</u> <ul style="list-style-type: none"> Language giving the responsibility of marker maintenance to the City Language specifying regulations for planting Language giving the City right to remove items not in regulation or for safety reasons. Specifying the requirements and responsibilities of special groups wishing to place items at graves. 	<u>Legal Questions</u> <ul style="list-style-type: none"> None

VI. Monuments, Grave Markers and Foundations	
<u>Suggestions</u> <ul style="list-style-type: none"> None 	<u>Legal Questions</u> <ul style="list-style-type: none"> Questions regarding the responsibility of the contractors working underneath the supervision of the City. Who is responsible for damages resulting for negligence or carelessness?
VII. Funerals Interments and Disinterment	
<u>Suggestions</u> <ul style="list-style-type: none"> None 	<u>Legal Questions</u> <ul style="list-style-type: none"> Is stating that no burials are allowed on Sunday or Legal Holidays, except with permission by City and overtime charges, somehow discriminatory? What constitutes as an immediate family member? Is language needed to mitigate the possibility of an estranged deceased person from being buried in a lot of an unwilling deceased owner? Should monuments be stated as “lawn level” or “flush”
VIII. Burial Rights Policy	
<u>Suggestions</u> <ul style="list-style-type: none"> Change in wording of “lots purchased prior to October 1, 2014” for clarity. 	<u>Legal Questions</u> <ul style="list-style-type: none"> None
IX. Lot Sales – Payment Plan Policy	
<u>Suggestions</u> <ul style="list-style-type: none"> 	<u>Legal Questions</u> <ul style="list-style-type: none"> None
X. Lot Resale Policy	
<u>Suggestions</u> <ul style="list-style-type: none"> None 	<u>Legal Questions</u> <ul style="list-style-type: none"> How to further describe the Rules of Consanguinity to make this legal more accessible to the average person. How to add to the “Rules of Consanguinity” to include legally recognized partners, children, persons in will
XI. Schedule of Fees and Charges	
<u>Suggestions</u> <ul style="list-style-type: none"> Made and approved by the City Commission on March 22, 2021 and April 26, 2021 	<u>Legal Questions</u> <ul style="list-style-type: none"> None

**CITY OF BIRMINGHAM
GREENWOOD CEMETERY OPERATIONAL PROCEDURES,
CONDITIONS AND REGULATIONS**

I. DEFINITIONS:

The following words and phrases, for the purposes of these sections operational procedures, conditions, and regulation, have the meanings respectively ascribed to them, ~~except in those instances where the context clearly indicates a different meaning.~~

- a. "City" shall mean a physical part of the city, Manager, Clerk, Department of Public Services or an entity otherwise responsible for municipal functions
- b. "Cemetery" shall mean Greenwood Cemetery.
- c. "Superintendent" shall mean the City Manager or his/herthe City Manager's designee.
- d. "Marker" shall mean a stone or object, denoting the location of a grave, ~~and~~ which does not exceed eighteen (18) inches in height, sixteen (16) inches in width, and twenty-four (24) inches in length.
- e. "Monument" shall denote a memorial stone or object of a size in excess of ~~that of a marker~~ eighteen (18) inches in height, sixteen (16) inches in width, and twenty-four (24) inches in length.
- f. "Permanent outside container" shall be a container which encloses a casket. The following are considered permanent outside containers: concrete boxes, or concrete, copper or steel burial vaults.
- g. "Department" shall mean the Department of Public Services.
- h. "Memorial" shall mean monuments or markers which are defined further as follows:
 - 1. "Flush Memorial" shall mean an object denoting the location of a grave installed at lawn level and shall be further governed in accordance with the rules and regulations set forth supra.
 - 2. "Marker" shall mean an object denoting the location of a grave which is not installed at lawn level but does not exceed eighteen(18) inches in height, sixteen (16) inches in width, and twenty-four(24) inches in length and shall be further governed in accordance with the rules and regulations set forth supra.
 - 3. "Monuments" shall mean an object exceeding the dimensions of a marker but

shall not exceed _____ and shall be further governed in accordance with the rules and regulations set forth supra.

i. _____ "Minor" shall mean persons under eighteen years of age

i.j. _____ "Immediate Member" shall mean

II. CONDUCT OF PERSONS

Every person entering the cemetery shall be responsible for any damage caused by such person while within the cemetery. No ~~person under eighteen years of age~~ minor shall enter the cemetery grounds unless accompanied by an adult responsible for ~~his/her said~~ minor's conduct, or unless permission has been granted by the ~~Superintendent~~ City or City designee.

No person shall:

- a. Enter the cemetery except through an established gate, and only during the hours from ~~8:00 A.M. sunup~~ to sundown.
- b. Deposit or leave rubbish and debris on any part of the cemetery grounds, ~~except in approved city provided trash receptacles.~~
- c. Pick, mutilate, remove, or destroy any living plants or parts thereof, whether wild or domestic, on the cemetery grounds, except in the work of maintenance by City employees, or its designated contractor.
- d. Break, injure, remove, ~~or deface~~ ~~deface or otherwise harm~~ any ~~monument or marker~~ memorial on the cemetery grounds.
- e. Bring any dog or animal into the cemetery grounds, unless in compliance with applicable leash law.
- f. Bring or discharge any firearm on the cemetery grounds, except in the conduct of military funerals ~~with written permission of City or designee and prior notification of the Police Chief.~~
- g. Carry intoxicants into the cemetery grounds, or consume such while in the cemetery.
- h. Advertise on cemetery grounds, unless permitted by the City.
- i. Conduct ~~her/himself~~ themselves in any other than a quiet and respectful manner while on the cemetery grounds.

III. TRAFFIC REGULATIONS

All traffic laws of the City of Birmingham that are applicable to the operation of vehicles in cemeteries shall be strictly observed. Every person ~~driving a vehicle into the cemetery shall be responsible for any damage caused by such vehicle or entity in control, as owner, as driver, and/or as operator who has engaged autopilot, of a vehicle which has entered onto cemetery grounds shall be jointly and severely liable for any damage caused by such vehicle.~~

No person shall:

- a. ~~Drive-Operate~~ a vehicle within the cemetery at a speed in excess of ten (10) miles per hour.
- b. ~~Drive-Operate~~ or park a vehicle on other than established driveways, except for the purpose of City authorized maintenance or construction as permitted.
- c. Turn a vehicle around within the cemetery by performing a u-turn within established driveway~~except by following established driveways~~.
- d. Use a cemetery driveway as a public thoroughfare.

IV. MAINTENANCE AND PERPETUAL CARE

The City and/or its designated Contractor shall be responsible for the maintenance and repair of the driveways, buildings, water system, drainage, and fences. The City and/or its designated Contractor shall also cut and maintain the grass areas, remove the leaves, trim, ~~and remove,~~ replace or add trees and shrubs, apply fertilizer as necessary, and, in general, maintain the cemetery as a place of natural beauty devoted to the burial of the dead.

The City and/or its designated Contractor shall not be responsible for any special care of any particular section, lot, or burial space, or for the maintenance or repair of any monument, marker, or planting placed by the owner. Further, the City and/or its designated Contractor shall not contract or agree to give special care to any section, lot, or burial space, except as above provided. The City shall maintain-preserve the integrity of damaged historical markers, prior to January 1, ~~1875~~1899, through the perpetual care fund.

V. OPERATIONAL REGULATIONS

The following operational regulations shall apply to all areas within the cemetery:

- a. Corners of all lots ~~will~~may be marked by the City, or its designated contractor, with permanent markers set flush with the ground surface, ~~and. Any such permanent marker will be maintained by the City or designated contractor and~~ these shall not be disturbed.

- b. The erection of any fence, railing, wall, coping, curbing, trellis, or embankment, or the planting of any hedge, on any lot or grave is prohibited. No cutting of paths shall be permitted.
- c. The City, or its designated contractor, shall have the right to remove from any lot any objects, including trees ~~and~~ shrubs, and flower pots that are not in keeping with the [appearance regulations](#) of the cemetery.
- d. ~~Ironwork, seats, vases,~~ and planters shall be allowed on lots, providing that the same shall be kept in good repair ~~and well painted~~. If not kept in good repair and painted, the [Superintendent City or its designated contractor](#) shall have power and authority to remove same from cemetery, and shall not be liable for any such removal.
- e. Planters of iron or granite for the planting of flowers will be removed from lots and put in storage if not filled by July 1st. Planters so removed will be sold for cartage and storage charges, or destroyed, if not claimed within a period of one year.
- f. No person shall plant, cut down, remove, or trim any tree, shrub, or plant within the cemetery except by permission of the [Superintendent City or the City Designee](#), or a person authorized ~~by him/her~~ to act in ~~his/her~~[their](#) stead in matters pertaining to the cemetery.
- g. The planting of flowers on any lot, or otherwise disturbing the sod, shall release the City or its designated contractor from all obligation to resod without extra charge therefore. The planting of ~~spirea, rose bushes, peonies, or shrubs that~~[any plant that may](#) grow over three feet in height, ~~or is a non-native or invasive plant,~~ will not be permitted. [If a plant, approved or otherwise, becomes overgrown or is not tended to, the City or its designated contractor may remove plant at family's cost.](#)
- ~~h. As soon as flowers, floral pieces, potted plants, flags, emblems, etc., used at funerals or placed on grave at other times, become unsightly or faded, they will be removed, and no responsibility for their protection will be assumed, except for special groups upon notification to the City or its designated contractor.~~
- i. The ~~Superintendent City~~ reserves the right to remove ~~from beds, graves, vases, planters, or other containers, all flowers, potted plants, or other decorations, that are set out and then not kept properly watered, trimmed and free from weeds, and to do so as soon as they become objectionable~~[all plants, flowers or other objects wherever situated that is not maintained in accordance with regulations hereof.](#)
- j. [The City reserves the right to remove any object that interferes with safety and maintenance.](#)
- k. [If a special group wishes to place items at graves, they must work with the City for approval and will be responsible for a plan for removal. In the event the City](#)

should remove these items for reasons stated hereof, the City will make the best effort to protect them for return.

VI. MONUMENTS, GRAVE MARKERS AND FOUNDATIONS

MONUMENTS

Monuments will be permitted only on two adjoining ~~side by side~~side-by-side graves under one ownership. No more than one monument shall be erected on any lot.

The erection of all monuments shall be subject to the following conditions:

- a. Each monument shall be supported on a concrete foundation not smaller than the base of the monument it supports. Such foundation shall be constructed only by the City or its designated contractor after payment therefore has been made. Foundations will be installed April to November, weather dependent, as determined by the Superintendent~~City~~. Requests received after November 1st will be held until conditions allow for installation.
- b. Designs for monuments must be submitted to the ~~Superintendent or to a person designated by him/her to act in his/her stead~~ City or City designee, when application is made for construction of foundations. A form with the size, material, and design must be submitted to the City or its designated contractor for approval, and all installation fees must be paid in full prior to delivery of the memorial.
- c. No monument of artificial stone, sandstone, limestone, or soapstone will be permitted.
- d. All contractors and workers engaged in setting monuments shall be under the supervision of the ~~Superintendent or a person designated by him/her~~City or city designee, and they will be held responsible for any damage resulting from their negligence or carelessness. No work of setting monuments shall be started that cannot be completed by the end of the day following the start of such work. All contractors/vendors engaged in setting monuments shall have prior approval for the setting of any monument from the City or City's Designee prior to commencement of work such contractor/vendor (and the workers thereof) will be held responsible for any damage resulting from said contractor's/vendor's (or the worker's thereof) negligence or carelessness. Further, all monument installations shall be completed at the close of each business day, alternatively, non-monument installation may remain unfinished at the close of the business day.
- e. No monuments shall be allowed in the flush sections.

MARKERS

- a. Markers shall not exceed ~~1-1/2 feet~~ eighteen (18) inches in height and shall have a minimum horizontal dimension at the base of not less than half of the height. All markers shall be in one piece, and shall be dressed on the bottom at right angles to the vertical axis. These measurements do not apply to government issue markers.
- b. Individual markers can be sod set without a concrete foundation.
- c. A form with the size, material and design must be submitted to the City or its designated contractor for approval and all installation fees must be paid in full prior to delivery of the memorial. Installation will not occur between November 1st and March 31st unless weather permits.

FLUSH MEMORIAL SECTION – AREAS PLOTTED AFTER JANUARY 1, 2015

- a. On grave spaces in Sections B, C, D, K, L, and O, all memorials on new lots plotted after January 1, 2015, must be installed at lawn level. Memorials can be individual markers measuring 24" x 12" x 4" or 16" x 24" x 4" or ~~companion-partner~~ memorials over two (2) graves measuring 48" x 12" x 4".
- b. The memorials must be made of acceptable bronze or granite material and set at lawn level.
- c. A form with the size, material, and design must be submitted to the City or its designated contractor for approval, and all installation fees must be paid in full prior to delivery of the memorial. Installation will not occur between November 1st and March 31st unless weather permits.

VII. FUNERALS, INTERMENTS AND DISINTERMENTS

INTERMENTS

No lot or burial space shall be used for any purpose other than the interment of human remains and the erection of appropriate memorials ~~to the dead as previously defined/outlined herein before delineated.~~

No interment shall be made in Greenwood Cemetery until a proper burial permit has been issued, and until all other legally required permits have been issued by, and filed with, the proper authorities.

City personnel, or its designated contractor, will provide opening and closing of grave, initial and periodic maintenance only, and will not be responsible for handling and lowering vaults or caskets. Tents, lowering devices, and other materials shall be furnished by the funeral director or vault company.

No grave shall be dug closer than six (6) inches from the line of any lot.

In all full burial interments, the casket shall be enclosed in a permanent outside container. Such outside container shall be installed by the funeral director, vault company, or the City's designated contractor.

In all interments of cremated remains, the container shall be installed by the City, its designated contractor, funeral director, or vault company. The size of the container must be submitted with the request for burial.

All funerals within the cemetery shall be under the supervision of the City or its designated contractor. No burials are to be made on Sunday or legal holidays, except by permission of the [Superintendent-City](#). Overtime charges will apply.

The City must be notified through the City Clerk or its designated contractor, of the time and exact location of proposed interments in time to allow not less than ten (10) hours of daylight to prepare the grave. If notification occurs less than 10 hours of daylight prior to burial, overtime charges will apply.

Interments that involve preparation or follow-up work during other than regular working hours will be done at an additional charge for the overtime portion of the time required. The maximum charge shall not exceed the normal charges plus the weekend/holiday fee. This fee is in addition to the normal interment or disinterment fee charged during regular working hours.

Interments of the remains of any persons other than the owner or an immediate [family](#) member ~~of his/her family~~ will be permitted only after the written consent of the owner or the owner's authorized agent has been filed with the City Clerk or the City's designated contractor. In case of a minor being the owner, the guardian may give consent upon proof of this authority to act.

Only one (1) interment in any one grave space shall be permitted, except in the case of a parent and infant child, two (2) children dying at about the same time, or in such other unusual cases as it shall seem to the [Superintendent-City](#) to be proper under the circumstances. Such interments shall adhere to Section VIII Burial Rights Policy.

Up to two cremated remains may be placed in the same space if the owner of the grave space or [his/her/their](#) heirs purchase the right to such ~~inurnments~~[interment](#). Should the owner permit the burial of such cremated remains, only one additional memorial shall be permitted on the grave space and such memorial shall not be larger than 24 x 12 x 4 inches and installed at lawn level. Up to three (3) cremated remains (only) may be placed on a single grave space.

DISINTERMENTS

Disinterment of a burial shall be facilitated by a Michigan licensed funeral director. Said funeral director shall obtain a permit for such removal from the local health officer of Oakland County. Said funeral director shall complete the removal form as required by the City or its designated contractor. Disinterment shall not commence until after issuance of the Oakland County permit is presented to the City or its designated contractor, approval for removal is granted by the City or its designated contractor, and all applicable fees are

paid. Such disinterments shall only be scheduled between June 15th and October 15th each year unless approved by the City. The grave space where the disinterment occurred shall immediately be returned to a safe condition.

VIII. BURIAL RIGHTS POLICY

Lots purchased from the City after October 1, 2014:

Full grave

One casketed remains and two cremated remains

- or -

Up to three cremated remains

Cremation grave

3 x 2 feet one cremated remains

3 x 4 feet two cremated remains

Lots purchased prior to October 1, 2014:

Full grave

One burial right per grave (To add a burial right for cremated remains, must purchase each additional right of burial in the grave. Up to two cremated remains [can be purchased by owner.](#))

- or -

One cremated remains [per grave](#) (To add a burial right for cremated remains, must purchase each additional right of burial in the grave. Up to two cremated remains [can be purchased by owner.](#))

[Option:](#)

[One burial right - or - One cremated remains per grave](#)

[\(To add a burial right for later cremated remains, the owner must purchase each additional right of burial in the grave; Up to two cremated remains can be purchased by owner.\)](#)

IX. LOT SALES – PAYMENT PLAN POLICY

1. A payment agreement may be entered into to allow for the purchase price of a plot(s) to be paid over a period of time not to exceed 24 months and the period provided to cure a default. A copy of this Payment Plan Policy shall be attached to all installment payment agreements and shall be provided to the Purchaser.

2. Payment agreements require a 20% down payment of the total purchase price, with the remaining balance to be spread into equal monthly payments for the payment period. Such payment agreements shall be interest free. There shall be no prepayment penalty to the Purchaser.

3. A plot(s) being purchased under a payment agreement may not be used for interment until the full purchase price of the plot(s) has been paid. The Purchaser may apply all payments made on the plan to the plot(s) needed for burial. Should this application

of funds to the burial plot reduce the balance in the Purchaser's account below 20% of the value of the remaining plots, the Purchaser shall be given a grace period of up to six months to repay the 20% deposit on the remaining plot(s).

4. In the event a Purchaser fails to make an installment payment, the Purchaser shall have 90 days from the default to cure the deficiency and bring the payments current.

5. For purchase agreements initiated after January 14, 2019, failure to pay the entire contract on or before the final payment due date and the cure period will result in forfeiture of the unpaid plot(s) and 50% of all monies paid to date. If enough money is on account to completely pay for a plot(s), the Purchaser shall have the option to purchase said plot(s) with those available funds. Fifty percent of the remaining funds on account and any plots not paid in full shall be forfeited.

X. LOT RESALE POLICY

All graves sold by the City after October 1, 2014 can only be returned to the City. Such graves cannot be transferred from the original purchaser to an unrelated third party. Graves can only be transferred to family according to the Rules of Consanguinity with supporting genealogical documentation.

All graves returned to the City shall receive 50% of the original purchase price from the Greenwood Cemetery Perpetual Care Fund. Upon return of the graves, the City may resell the graves.

(For the purpose this policy, immediate family shall mean the immediate family of the purchaser(s) – spouse, children, grandchildren, parents, siblings, nieces/nephews, grandparents, aunts/uncles, step-children.)

XI. SCHEDULE OF FEES AND CHARGES

Fees and other charges are as set forth in the Schedule of Fees, Charges, Bonds and Insurance.

XII. REVISIONS

The obligations of the City as herein set forth may, from time to time, be modified by the Birmingham City Commission.

- October 18, 1971 Resolution No. 1434-71
- February 13, 1984 Resolution No. 02-97-84
- February 23, 2009 Resolution No. 02-52-09
- December 17, 2012 Resolution No. 12-356-12
- August 10, 2015 Resolution No. 08-174-15
- March 27, 2017 Resolution No. 03-82-17 (and confirmed by Greenwood Cemetery Advisory Board on May 5, 2017).
- January 14, 2019 Resolution No. 01-011-19

REPORTS

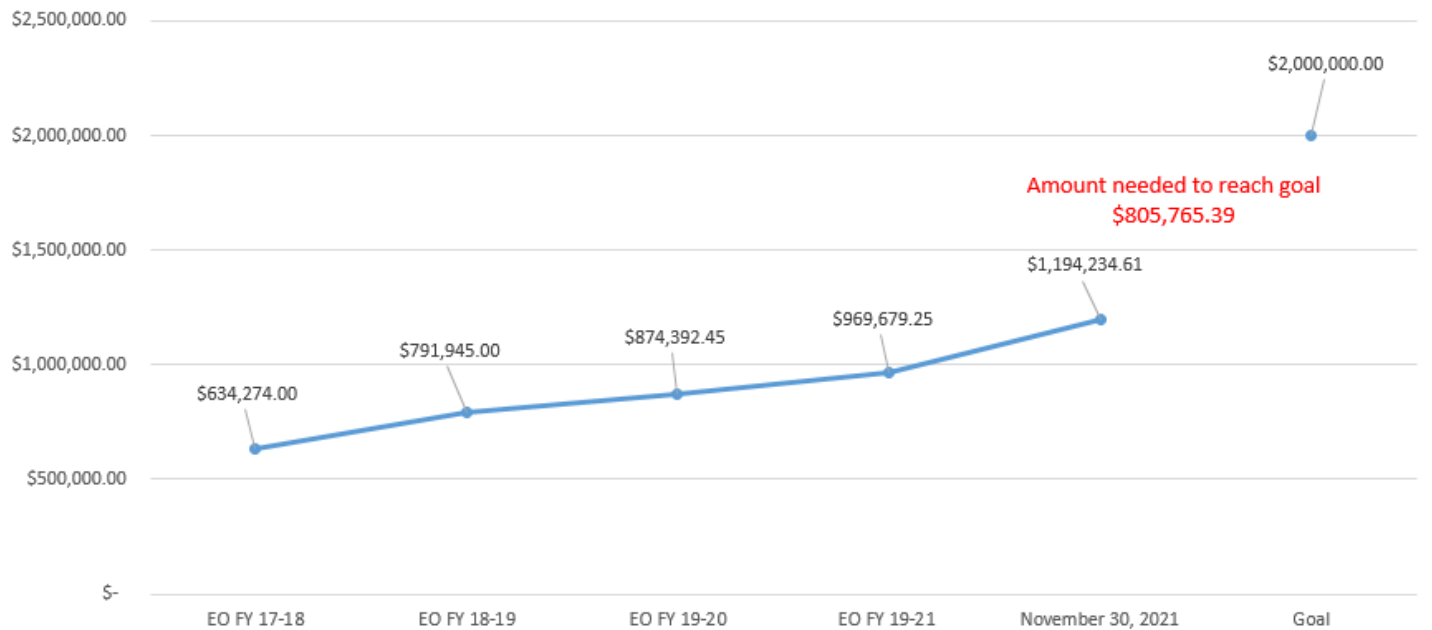
Clerk's Office Update

The clerk's office welcomes Stacy Vail, our newly hired part time clerical assistant. Stacy is a Birmingham resident who started working with the clerk's office during the 2020 election cycle as an election inspector. We are happy to finally be able to report that our office is fully staffed!

The Clerk's office is also busy with many cleanup projects including an updated contract tracking and filing procedure, annual license renewals, and revising and revising various license applications.

Financial

Greenwood Perpetual Care Fund



Sales

Burials & Activity

* a July 2021-December 2021 summary will be provided as soon



CITY MANAGER'S REPORT

December 2021

Baldwin Public Library

Phase 3: Front Entrance and Circulation Area Project

The Library Board's Building Committee continues to meet with Merritt Cieslak Design to plan the Phase 3: Front entrance and Circulation area project. The public is welcome to view renderings of the exterior and interior, view floor plans, and read meeting minutes online at <https://www.baldwinlib.org/renovation/>. The project will be presented to the City Commission at the long range planning meeting on January 22, 2022.

Library Board Update

At their November meeting, the Library Board voted to elect Frank Pisano as President, Jennifer Wheeler as Vice President, and Karen Rock as Secretary. The Library Board will meet on December 20 and will be voting to approve updates to four policies: Collection Development Policy, Social Media Policy, Staff Development Policy, Meeting Room Policy. The policies can be viewed at <https://www.baldwinlib.org/mission/>. The Library will be closed from Friday, December 24 through Sunday, December 26.

The Birmingham Museum

Birmingham Museum-Heritage Zone Enhancements Update

Construction of the museum's Phase I Heritage Zone project is now complete, with the installation of the new signage in the plaza area. The total project cost came in under budget at \$32,600. Approximately half (\$16,500) of the cost of fence improvements, new trees, and signage installation was covered by private donations. Furthermore, the garden bed surrounding the sign will be the site of a community-sourced heirloom perennial garden, with plants reflecting the 1920s being contributed by the public. The museum is planning a public event in the spring with a plant exchange and donation of perennials from Birmingham gardeners, and will be utilizing Engage Birmingham to promote the project and the event.



Birmingham Shopping District (BSD)

New Businesses

The BSD is pleased to welcome State & Liberty and Mare Mediterranean to the Shopping District!

The BSD was thrilled to see a story in dbusiness titled "Downtown Birmingham Draws Multiple Retailers and Restaurants." The article was another positive news story that originated with a press release written by the Shopping District.

Holiday Promotional Video

The holiday promotional video is completed and being promoted online and on social media. The BSD's Advertising Committee worked very hard on this project and is proud of the final result. The [30-second](#) and [60-second](#) versions of the video can be viewed on the [Shopping District's YouTube channel](#).

Shopping District Events

2021 saw another amazing Winter Markt. Special thanks to our many event sponsors, 50+ vendors, DPS, and the police and fire departments for being such great partners.

The BSD is transitioning into promoting the 2022 Restaurant Week and will be organizing restaurant owners for a planning session. Restaurant Week is scheduled to run from January 24th to February 4th.

Marketing Materials

Be on the lookout for revised marketing materials from the Shopping District! The BSD has worked to align many of our print and digital materials with the new brand developed for the [ALLINBirmingham website](#). This consistent look will better help to strengthen our brand identity throughout the region.

Tenant Mix Analysis

The BSD is also working on developing a tenant mix analysis for the shopping district. This analysis will help identify market saturation of particular industries, as well as opportunities to better diversify our downtown economy.

Building Department

Monthly Report

The [Building Department's monthly report](#) provides an update on the following construction activity: building permits issued, building inspections conducted, trades permits issued and trades inspections conducted. In November, we processed 341 online permit applications, bringing our total to 3,912 online permits for 2021.

Plan Review Time Concerns Update

In response to the panel discussion held in September to address plan review time concerns, the Building and Engineering Departments are evaluating each step in our review processes. The Building Department is defining target timelines, refining our

methodologies and assessing areas for increased efficiencies. All of these improvements will be incorporated into the development of an electronic plan review procedure that will be implemented next year. Additionally, based on the feedback, HRC has made additional resources and staff available for Site Evaluation and As-Built reviews. Though plan review timeframes can vary depending on the scope of work, we have been meeting our target review times for the majority of projects since the September meeting.

City Clerk's Office

City Commission election results stand after recount

A Nov. 30 recount of the 2021 Birmingham City Commission election by the Oakland County Board of Canvassers found that challenger Anthony Long received five fewer votes than candidate Andrew Haig, a change of one vote from Haig's original 6-vote lead. County election officials certified the results at the recount's completion, confirming that the original winners of three city commission seats remain the same:

- Katie Schafer, with 3,084 votes
- Elaine McLain with 2,372 votes
- Andrew Haig, with 2,340 votes

The new commissioners were sworn in and began their 4-year terms at the [Nov. 8 City Commission meeting](#) . Learn more about them [here](#).

Lessons learned from the November 2021 Election and Recount

- Near the end of the night on Election Day, there were several ballots turned in that were not sealed in their assigned green return envelopes. The City Clerk's Office encourages voters to carefully read and follow all instructions, allowing enough time to understand the directions and deliver your ballot to the Clerk's Office or official drop boxes before the deadline. If you are ever unsure, please ask our office - we want to make sure every vote counts!
- During the recount several issues were discovered:



- White Out
 - The use of white-out caused several ballots to be flagged for possible errors.
 - If you make an error, we strongly recommend that you spoil your ballot and obtain a new ballot if there is time. If a voter's intent is confusing or unclear, an adjudication process may determine how to allocate their votes.



- Sometimes ballots get wet!
 - Ballots can and do get wet in the mail-carrying process. We strongly caution voters against using pens or markers that may bleed if saturated by rain.



- Rips and tears.
 - In one case, a voter may have unintentionally ripped a hole in their ballot when trying to scratch out a candidate. If you ever have a rip, hole, or tear in your ballot please get a new ballot from the Clerk's Office.
- Attend to the limits.
 - Be sure to read the headings. Make sure that you don't "over vote" or choose too many candidates for a given race.

City General Election
City
Commissioner Vote for not more than 3

- Mark your ballot properly.
 - Every absentee ballot includes ballot-marking instructions on the yellow secrecy sleeves that clearly direct voters to completely darken the box opposite each choice (see below) Birmingham's recent recount found where a voter made x's. Making light marks with a pencil could cause the tabulator to not be able to properly read the voter's marks.
 - Use blue or black ballpoint pen only.

GENERAL ELECTION BALLOT MARKING INSTRUCTIONS	
<p>TO VOTE: Completely darken the box opposite each choice as shown.</p> <p>IMPORTANT: To mark your ballot, use only a black or blue ink pen. DO NOT USE ANY OTHER INK COLOR!</p> <p>PARTISAN SECTION: To vote the partisan section of the ballot, you may cast a "straight ticket," a "split ticket," or a "mixed ticket." Straight Ticket: Vote the party of your choice. Nothing further need be done in the partisan section. Split Ticket: You may vote a straight ticket AND vote for individual candidates of your choice. Mixed Ticket: Vote for the individual candidates of your choice in each office.</p> <p>NONPARTISAN and PROPOSAL SECTIONS of the ballot (if any) must be voted separately.</p> <p>DO NOT vote for more candidates than indicated under each office title.</p> <p>WRITE-IN CANDIDATES: To vote for a candidate whose name is not printed on the ballot, write or place the name of that candidate in the blank space provided and completely darken the voting target area. This must be done even if you cast a straight party vote. Do not cast a write-in vote for a candidate whose name is already printed on the ballot for that office.</p> <p>CHECK BOTH SIDES OF BALLOT: This ballot may have two sides. Be certain to check the reverse side of the ballot.</p> <p>WHEN YOU HAVE COMPLETED VOTING: Place the ballot in the secrecy sleeve so that votes cannot be seen and the numbered stub is visible. Return the ballot to the election official stationed at the tabulator. (If voting by absentee ballot, follow the instructions provided by the clerk for returning the ballot.)</p> <p>NOTE: If you make a mistake, return your ballot to the election official and obtain a new ballot. Do not attempt to erase or correct any marks made in error.</p>	
<p>www.PrintingSystems.us (800) 95-12345 (01/19) FORM #455-B</p>	

County Commissioner Districts Change

Newly redrawn Oakland County Commission district boundaries will split Birmingham into two county commission districts in 2022. Voters in precincts 3 and 9, the city's easternmost precincts, become part of Oakland County Commission district 1. Birmingham's other precincts become part of county district 19.

In November, the Oakland County Board of Commissioners approved the new commission district map for 2022-2031, which decreases the total number of county districts from 21 to 19. The map was redrawn to reflect population changes documented in the final 2020 U.S. Census data. State law requires the county's reapportionment committee to redraw district lines every 10 years within 60 days after publication of the final census numbers. Learn more about this [here](#).

Updated voter ID cards

The clerk's office will print and mail updated voter ID cards reflecting the new county districts to all of Birmingham's nearly 18,700 voters in the spring of 2022.

Open board and commission seats

These boards have current or upcoming [available positions](#):

- [Advisory Parking Committee](#)
- [Birmingham Area Cable Board](#)
- Alternate [Hearing Officer](#)
- [Multi-Modal Transportation Board](#)
- [Public Arts Board](#)
- [Storm Water Utilities Board](#)
- [Triangle District Corridor Improvement Authority](#)

Learn more about Birmingham boards and commissions [here](#).

Greenwood Cemetery Advisory Board

Future Agenda Topics for GCAB

January 7, 2022 - Meeting in-person at City Hall

- Continued discussion on updating the rules and regulations for Greenwood Cemetery
- Continued discussion on a policy for installing monuments in recognition of a person of historical significance

February 4, 2022 - Meeting in-person at City Hall

- Topics to be determined

City Manager's Office

Communications

2022 City Calendar

Residents and businesses should receive the 2022 city calendar during the week of December 13th. Keep an eye out for it in your mailbox soon!

Engage Birmingham

Thanks to an Engage Birmingham survey in which nearly 200 people participated, Birmingham's Street Sweepers have new names. Meet "Sweeping Beauty" and "Meryl Sweep"! Keep an eye out for them around town with their brand new names featured on the vehicles.



Website Calendar

Communications team members trained the Clerk's Office on how to enter meetings and events on the new website calendar. The web team will crosscheck all events before the end of the year.

Human Resources

Employment Update

The HR Generalist recruitment was unable to pull a list of qualified candidates, and an HR Assistant posting has since been made. A full-time vacancy in Police Dispatch has been internally filled, and a recruitment for a part-time Dispatcher has subsequently opened. One vacancy for Streets/Sewer/Water Assistant Foreman has been internally filled, as well as another vacancy in the same department at the Operator level. Interviews are upcoming for the positions of Accounting Administrator and IT Intern.

City Staff Vaccination Update

Vaccination Card Tracking			
Department	# Received	Total Staff	Percentage
City Staff	182	214	85%
IT	4	4	100%
BSD	4	5	80%
Community Development	28	31	90%
Fire Dept	36	39	92%
Clerks	4	4	100%
Finance/Treasurer	11	12	92%
Building/Maintenance	2	2	100%
Museum	3	3	100%
Police Dept (w/o crossing guards)	45	58	78%
CM/HR	5	5	100%
DPS (w/o summer seasonals)	40	51	78%

Department of Public Services

Ice Arena

Project close out items continue at the Birmingham Ice Arena between the City of Birmingham and C.E. Gleeson, the Contractor. Planning is underway for a ribbon-cutting Grand Opening celebration for some time during the first quarter of 2022. This is due to us completing the finishing touches prior to this event, but also because we are very cognizant of the rise in COVID-19 cases and want to include all necessary safety precautions.

Pickleball 2.0

The Parks and Recreation Board reviewed the final three locations at their December 7, 2021 Board meeting and made a recommendation for the top Pickleball location (Kenning Park corner of S. Eton/E. Lincoln), based upon survey input on Engage Birmingham, numerous public meetings, emails and various site selection criteria. While not contiguous this site is included as part of the Kenning Park Master Plan.

Next steps will be to continue with Foresite Design, a professional firm specializing in the design and implementation of athletic and recreational facilities. They will proceed with updating a site assessment and possible designs for the Kenning Park corner. Services will also include preparing bid specifications to bid out the construction of the new

Pickleball courts. This information will be routed for administrative review to City departments for comment. This item will come before the City Commission during a meeting in January 2022.

Woodward Avenue Update

Pedestrian traffic control flags placed on street signs along Woodward Avenue at Forest/Brown crossing were removed from the MDOT signs by DPS. The department is proactive, as per usual course, to remove any such materials attached to signs or general items placed along roadways, in public areas. We have given this location more attention as other items continue to be placed out on the ground/posts/signs including American flags with graffiti marked on them etc. requiring more review and removal by DPS.

This department does consist of a sign shop and is actively involved with traffic control device installations throughout the City in coordination and cooperation with the Police Department.

The good news is we (DPS) have the flags and containers.

Finance Department

A Message from Mark Gerber, Finance Director/Treasurer

At a recent commission meeting after the audit presentation, resident Paul Regan asked about the City's replacement ratio with the system. At the time, I did not know what a replacement ratio was. After doing some research, I discovered that the term replacement ratio is used to describe a person's post-retirement income compared to their pre-retirement income. It is a measure used by retirement planners to determine whether an individual has sufficient funding to retire. For example, if an individual's retirement income from a pension and other retirement savings is \$70,000 and their salary before retirement was \$100,000, the individual would have a replacement ratio of 70%.

Most financial planners typically say that a person should have a replacement ratio of 70-85%. Employees in the City's defined benefit plan typically work 25-30 years which provides them 62.5% - 90% of their pre-retirement income. The City also offers a 457 plan where employees can save additional pre-tax funds to meet their retirement goals. For employees in the City's defined contribution retirement plan, it is impossible to provide the replacement ratio for these individuals, because the employee can select from any number of investment options based on their risk tolerance. However, the funding provided for the defined contribution employees is similar to what the actuary recommends for employees in the defined benefit system. Therefore, if the investments that an employee selects earns a similar rate of return as the pension system, they should end up with a very similar replacement ratio as those in the pension system.

The replacement ratio is really used in individual retirement planning and not used to measure the health of the City's retirement and retiree health care plans. However, it could possibly be used to gauge the quality of the retirement options offered by the City and the City's ability to retain its employees long-term.

Fire Department

Monoclonal Antibody Infusions

Residents continue to be grateful for Monoclonal Antibody Infusions administered by the Fire Department. Chief Wells recently received the following letter:

Chief Paul Wells:

Late afternoon on Monday November 15th I noticed I had a fever of 99.5. I went to Beaumont urgent care at 13 and Woodward and after a 2 hour wait got a PCR test and it proved positive. The doctor at Beaumont Urgent Care immediately wrote me a script for monoclonal antibodies. He instructed me to call the infusion center at Beaumont the next day Tuesday, November 16th. When I called Beaumont Infusion center they said they were very busy and would get back to me. One of the mandates for mitigating severe COVID was to get the monoclonal antibodies as soon as possible. Obviously, I was concerned. Now witness the forthcoming miracle.

On Tuesday morning, November 16th I got a call from the Assistant Fire Chief Matthew Bartalino from the Birmingham Fire Department. At first, I thought it was a fund-raising call and when he asked me how I was I said I had COVID. He said he knew because Beaumont informs the Birmingham fire department when residents of Birmingham get COVID. His team of EMS Staff was authorized to administer the infusion of monoclonal antibodies and they could be over at my home at 1:30pm. I checked with my doctor, and he said OK.

The team of three EMS Fire Department personnel, Trevor Baker, Ryan Neville and Marshal Crawford arrived right on time. They hooked me up to the IV and it took about 20 minutes to infuse the antibodies. Then Michael Crawford stayed in his car outside and came in every 15 minutes for one hour to make sure I had no bad reactions. Talk about concierge service. He said I should feel better in about 6 hours and in 24 hours significant improvement. That has been their experience with about 20 others they serviced. All this is proving accurate. The team executed flawlessly with care and concern.

It is difficult to convey the feelings of anxiety I had when I learned I tested positive, the overwhelming surprise and relief for the offer of service when I got the call and finally my deep, deep gratitude for the service provided by the Fire Department, the support of Birmingham City government and for having been fortunate enough to be a Birmingham resident for the last 4 years and the benefits provided.

Merry Christmas, Happy New Year, Happy Holidays, and my eternal thanks for all your help. My family thanks you too.

Thomas December

Planning Department

Residential Units & Neighborhoods

Senior Planner Brooks Cowan prepared a report about Birmingham's residential units and neighborhoods. The report provides the number of single-family homes and multi-family units in the downtown area and other neighborhoods throughout the city. Cowan also addresses neighborhood fabric and identity. Download the [full report here](#).

Master Plan 2040

The Planning Board will be continuing its thorough review of the second draft through the next couple of months. The presentation slides used by the consultant for their presentations will be available on www.thebirminghamplan.com, along with all documents relating to the 2040 Master Plan. You can also watch a recording of each meeting on the [City of Birmingham website](#). As a reminder, you can still submit comments directly to the consultant team through the aforementioned 2040 Plan website, and can also submit comments directly to the Planning Division to be placed in the next available agenda of the Planning Board.

Planning Board

Moving into the holidays, the Planning Board is poised to finalize the dual outdoor dining reviews that have been the subject of conversation for many months. The City Commission should expect to see proposed ordinance language for both in early 2022. In terms of site plan reviews, the Planning Board will be reviewing applications for the following developments in the near future:

- 460 N. Old Woodward – A new 3-story mixed-use development with ground floor retail, second floor office, and two residential units on the third floor with a rooftop use located above. The site currently contains the former Junior League of Birmingham building and associated off-street parking. The Planning Board will be reviewing the Final Site Plan and Design Review on December 16, 2021.
- 325 S. Eton St. – Phase 3 of the District Lofts development will contain first floor commercial space and 50 residential units ranging from 596 to 1,072 square feet. With the addition of this final piece, the site itself will also receive an upgrade in circulation and pedestrian movement in the rear, as well as new plaza space and significant landscaping. Final Site Plan and Design Review for this project is scheduled on December 16, 2021.
- 211 Hamilton Row – A new restaurant serving alcoholic liquors for on premise consumption is proposed in an existing tenant space in the Palladium building. The restaurant is proposed with little to no exterior building changes, but will include the addition of a small dining patio along Hamilton Row. The Special Land Use Permit, Final Site Plan and Design Review application will be reviewed by the Planning Board on December 16, 2021. After a recommendation is made by the Planning Board, the application will be forwarded to the City Commission for final approval.

- 100 Townsend – The Townsend Hotel has submitted an application for a new outdoor dining platform adjacent to the hotel and Rugby Grille on Townsend St. The Special Land Use Permit, Final Site Plan and Design Review application review is scheduled for the Planning Board's second meeting in January, and will be forwarded to the City Commission for final approval after receiving a recommendation from the Planning Board.

Historic Preservation

The Historic District Commission will be wrapping up 2021 with an intense plan of action for historic preservation in 2022, which includes the adoption of historic design guidelines, a general preservation master plan, and a signage/wayfinding plan for the Bates St. Historic District. Additionally, the Historic District Study Committee has been given the green light by the City Commission to continue its important work of updating the 1992 Wallace Frost report titled "Wallace Frost: His Architecture in Birmingham, MI." as well as developing a proposal to reinvigorate the Heritage Home program. The first meeting is expected to be held at the start of the new year.

Public Art

The Public Arts Board is working to build on its successful 2021 call for entries program by finalizing its 2022 call for entries. The program affords an opportunity for six artists to receive a small grant to provide public art in the City of Birmingham. Along with the call for entries program, the Public Arts Board continues to field donation requests and is working with the Planning Board and Design Review Board to pass new ordinance language to allow wall art in the City.

Multi-Modal Transportation Board

The Multi-Modal Transportation Board (MMTB) has taken on the valiant but challenging task that is improving the Woodward corridor. At present, the MMTB will be seeking a resolution from the City Commission to move forward with the Woodward Avenue Road Diet Checklist, and will be studying various other improvements for Woodward.

Police Department

The police department has filled three police officer openings:

1. Ofc. Michael Pranger - Ofc. Pranger previously worked as a police officer in the City of Taylor for the past six years. Ofc. Pranger is also a trained accident investigator. Ofc. Pranger is married to his wife Chelsea and they are expecting their first child in April of 2022.
2. Ofc. Lisa Wayner - Ofc. Wayner graduated on Friday, December 3, 2021 from the 121st class of the Oakland Police Academy. Ofc. Wayner received several honors for her performance at the academy, including earning the top academic performer out of her class of 45. Ofc. Wayner is married to her husband Paul and together they have two young children.
3. Ofc. Nicole Cordero - Ofc. Cordero graduated from the Detroit Police Academy in July of 2021 and spent the past six months as an officer for the City of Detroit. Ofc. Cordero previously worked for the past ten years for the State of Arizona Department of

Corrections as a psychology associate. Ofc. Codero was recently married in September of 2021 to her husband, Jose.

Parking Systems Update

Parking Structure Repairs

North Old Woodward construction has stopped for the year due to inclement weather. Construction will resume in the spring of 2022.

Construction is ongoing at the Chester Structure and will continue as weather permits.

Monthly Parking

The Advisory Parking Committee approved to increase the authorized monthly permit sales by the following:

	Currently Authorized Sales	Proposed Sales Increase	Total
Chester Garage	1218	150	1368
Old Woodward	881	100	981
Park Garage	845	100	945
Peabody Garage	486	50	536
Pierce Garage	676	75	751

Structure Capacities

Below are capacities for each structure for the month of November. Numbers are based on counts at 10 a.m. and 2 p.m. each day Monday through Saturday.

<u>November</u>	
Chester Garage	33%
Old Woodward	49%
Park Garage	47%
Peabody Garage	25%
Pierce Garage	67%

Future Agenda Items

Download a summary of [future agenda items](#).

Future Workshop Items

Download a summary of [future workshop items](#).