

GREENWOOD CEMETERY ADVISORY BOARD AGENDA
FRIDAY, July 7, 2023
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. 2023-2024 Organization

- A. Congratulations to reappointed and new members
- B. Nomination and Selection of Chair and Vice Chair Person

IV. APPROVAL OF THE MINUTES

- A. Approval of meeting minutes of April 14, 2023.

V. UNFINISHED BUSINESS

- A. Receipt of field survey report, consideration of price increases to the cemetery fee schedule and consideration of grave release recommendation.

VI. NEW BUSINESS

- A. Organizing Future Business
 - a. August 4, 2023
 - i. Strategic Planning
 - ii. 2022-2023 Draft Annual Report
 - b. September 1, 2023
 - i. Strategic Planning
 - ii. 2022-2023 Draft Annual Report
 - c. October 6, 2023 – Reschedule due to Shemini Atzeret
 - d. October 13, 2023
 - i. Cemetery Services Contract
 - ii. Brief Review of Cemetery Rules and Regulations
 - iii. Budgeting Discussion – Consideration of requesting funds for historic marker preservation
 - e. Other Items for Consideration

VII. REPORTS

- A. Update from Museum Director Leslie Pielack (when applicable)
- B. Update from Clerk's Office
- C. Financial Reports
- D. Cemetery Sales & Activity
- E. City Managers Report (April, May & June)

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

IX. BOARD COMMENTS

X. ADJOURN

Next Meeting: August 4, 2023

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.

July 7, 2023

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 Minutes
April 14, 2023
Municipal Building, 151 Martin
8:30 a.m.

I. Call To Order

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

II. Roll Call

Present: Chair Linda Buchanan
George Stern
Margaret Suter
Joseph Vercellone

Absent: Pam DeWeese
Linda Peterson
Laura Schreiner

Staff: City Clerk Bingham; Museum Director Pielack, Deputy Clerk Woods

III. Approval Of The Minutes

A. Review of the Minutes of February 3, 2023

MOTION: by Buchanan, seconded by Stern:
To approve the minutes of February 3, 2023 as amended.

VOTE: Yeas, 4
Nays, 0

IV. Report from MD Pielack

MD Pielack provided an update regarding marker preservation.

Chair Buchanan said the Board would be interested in pursuing the creation of a Preservation Fund for the Cemetery.

MD Pielack said she would let the Board know once the work on the markers has been completed. In reply to Board comment, she said she would be happy to provide more information in the future on Cemetery preservation work.

V. Unfinished Business

A. Update on Cemetery Contract Process

DCC Woods and CC Bingham presented the item and answered informational questions from the Board. They confirmed the Scope of Services would be brought before the Board for discussion, that notice to

terminate the present service contract would be given in January 2024, and that either a new contract with the present service contractor or a new contract with a new service contractor would be entered into before the present contract expires.

Mr. Stern stated:

- When preparing the scope of services for finding a service contractor, it will be important to specify whether the service contract should include a subcontract for opening and closing graves or not;
- Ms. Arcome should not be considered as a future service contractor because:
 - She said there were no graves for sale; and,
 - There are adjacent graves where the families have not been heard from in at least 100 years that should be made available for sale, and Ms. Arcome has not made a recommendation to reclaim those graves; and,
- Real estate agents in the area should be notified when the City seeks a new service contractor because they are particularly capable of doing this work and it requires little work.

Ms. Suter replied that selling the plots and managing the rest of the service contractor's work would likely require two different positions if a realtor were to sell the plots.

Dr. Vercellone said:

- Since the search for a service contractor would be an open process, it would not be possible to limit who could provide a quote;
- It would be most appropriate for all qualified bids to be discussed by the Board; and,
- The Scope of Services should require that the service contractor have site surveys and knowledge of availability.

The Chair concurred that that the service contractor should have site surveys and knowledge of availability.

B. Continue discussion of strategic plan – vision, SWOC, mission, and value development

Staff was asked to compile and distribute the Board's responses for a future discussion on the item.

Mr. Stern said the long range plan should focus on finding or creating more space to be buried in Birmingham.

The Board decided to table further conversation on the item to the next meeting.

VI. New Business

A. Grave Release Recommendation

DCC Woods and CC Bingham presented the item.

Board comments were as follows:

- Before selling more plots, a survey of obstructed plots should be conducted to know which plots are available. If Ms. Arcome could even conduct a cursory survey, that option should be considered;
- The present funds available in the Perpetual Care Fund (PCF) plus present plot prices would not allow the PCF to reach its \$2 million goal. The next grave release should occur contingent on a price increase. The Board could consider tiered pricing or uniform pricing;
- The Commission should be informed that there are other plots owned by the City and available for sale based on an inventory conducted by Mr. Stern; and,
- It would be helpful to locate additional plots that may be available for burial, if any exist.

CC Bingham recommended that if the prices are raised, they be raised uniformly. She said she hoped to provide more information on obstructed plots at the June 2023 meeting.

B. Update on Requests from the Friends of the Museum

CC Bingham presented the item and answered informational questions from the Board.

Board comments were as follows:

- Pewabic should sign a simple contract regarding the tile they would be placing at Mary Chase Stratton's grave;
- Pewabic had experience in installing tiles in cemeteries;
- If there was an intent to memorialize people in unmarked graves, it might be appropriate to do that with something other than the wording at the bottom of the map; and,
- It would also be worth considering a sign with some information on the history of the Cemetery.

C. Planning Future Meetings

This item was not discussed due to lack of a quorum.

- a. June 2, 2023 – Review Draft Strategic Plan
- b. August 4, 2023 – Prioritize Projects & Begin Annual Report

VII. Reports

- A. Update from Clerk's Office
- B. Financial Reports
- C. Cemetery Sales & Activity
- D. City Managers Report – February 2023 & March 2023

VIII. Open To The Public For Matters Not On The Agenda

IX. Board Comments

Mr. Stern said the Board needed to think about creating hundreds of burial spaces, and a columbarium would be worth considering as part of that effort. Mr. Stern again encouraged the Board to find ways to expand the available burial locations in Birmingham, to speak to someone in construction about

quotes for a columbarium, to consider real estate agents for the service contracts in Birmingham, and to find ways to make money for the PCF.

Mr. Stern announced that it would be his final meeting with the Board, wished everyone his best, and stated he would remain available for phone calls about Cemetery considerations.

The Board applauded Mr. Stern and wished he and his wife the best.

The Chair announced upcoming Cemetery tours on May 13 and May 29, 2023.

X. Adjourn

Chair Buchanan adjourned the meeting at 10:06 a.m.



Alexandria Bingham, City Clerk

Laura Eichenhorn, City Transcriptionist



MEMORANDUM

Clerk's Office

DATE: Monday, July 3, 2023

TO: Greenwood Cemetery Board

FROM: Alexandria Bingham, City Clerk

SUBJECT: Consideration to release plots in Greenwood Cemetery for sale

INTRODUCTION:

The sale of graves in Greenwood Cemetery has depleted the number of plots released by the City Commission based on recommendations from the Greenwood Cemetery Advisory Board (GCAB). Interest in purchasing plots has continued in recent months, and interest will continue in the near future. The Clerk's Office recommends the release of additional plots for public sale in Sections B of the cemetery in order to accommodate those interested in finding a final resting place in Greenwood Cemetery.

This issue was last visited by GCAB at the meeting held on April 14, 2023. Before recommending another release, GCAB recommended evaluating the following items:

1. An inventory of the obstructed graves in section B, lots 1-A through 13-A
2. An evaluation of the current fees for grave space:
 - Grave space accommodating one full burial or three cremations \$4,000
 - Grave space accommodating two cremated remains \$2,600
 - Grave space accommodating one cremated remains \$1,300
3. An evaluation of other fees that could add revenue to the perpetual care fund:
 - Additional rights of burial for cremated remains, each \$750.00
 - Administrative fee for transfer of grave ownership \$200.00
4. An evaluation of the perpetual care fund projection and goals

BACKGROUND:

On April 26, 2021, the City Commission released 38 plots for sale (resolution #04-128-21), limiting the sale of newly identified graves in Sections B and C, lots 17-C, 16-C, 15-C and 14-A. As of July 3, 2023, 296 plots Sections B and C have been sold. Historic sales for Greenwood Cemetery are as follows:

Section	2015 - June 2018	July 2018- June 2019	July 2019 - June 2020	July 2020- June 2021	July 2021 - June 2022	July 2022 - 2023 Total	TOTAL Number of Graves Sold To Date	TOTAL # of Graves Available Under Current Release	Number of Graves Remaining (Unreleased)
B	147	11	32	10	3	5	208	14	123
C	52	5	10	9	3	9	88	2	0
TOTAL	199	16	42	19	6	14	296	16	123

According to the May 24, 2023 Field Survey, of the 123 graves remaining on section B, 8 graves are unsuited for burial due to historic memorials and 43 graves are unsuitable at this time due to tree and tree root obstructions. Seventy-two of these graves are suitable for burial.

The Clerk's Office is recommending that at least 20% of available plots in Section B be released which would be 14 plots.

The Clerk's Office recommends that all plots available for purchase in section B become eligible for purchase, and to not constrain available plots to specific lots. This is to offer more flexibility for the buyers who may be interested in purchasing space adjacent to other family members or in a place of their preference such as in a sunny spot or under a tree. After these plots are sold, GCAB will re-evaluate the current inventory, demand and pricing for each subsequent release. As the Clerk's Office monitors sales, all future consideration of grave releases will be tentatively scheduled in increments of 20% of the remaining inventory.

Alternately, GCAB could recommend a lot-specific release of Lots 9-D, 10-A, 11-A, 12-A, and 13-A for a total of 13 plots that are suitable for burial according to the May 24, 2023 field survey. This option is not recommended, as it is less accommodating to buyers with preferences. The largest complaint from prospective buyers is the limited options of plot locations. Demand for plots when the supply goes down will continue to increase, but restricting the available plots will result in prospective buyers "holding out" for the next release to purchase the plot they desire.

FISCAL IMPACT:

The release of 14 plots will benefit the perpetual care fund by providing an income of at least \$56,000.00 based on the current fees. The perpetual care fund portfolio's ending fund balance on May 31, 2023 was \$1,185,480.41.

In the case of completely selling out the 16 released graves and 72 remaining unreleased plots suitable for burial, the following projections demonstrate the potential contribution to the perpetual care fund if the 88 remaining plots are sold:

Unit Price	Contribution to the Perpetual Care fund
\$4,000.00	\$352,000.00
\$5,000.00	\$440,000.00
\$6,000.00	\$528,000.00

There are several factors to consider regarding the perpetual care fund:

1. The current market, interest rates and inflation make the end goal of reaching a sustainable balance a moving target.
2. Even if all space in the cemetery were to sell, the fund balance will not reach \$2 million without the help of accrued interest over time.
3. Reaching a sustainable fund balance for the perpetual care of the cemetery is not projected to happen in the near future, therefore the city will continue to fund routine maintenance for the cemetery out of the general fund.

At this time, the city budgets for cemetery maintenance to be paid out of the general fund. This includes lawn care, tree care, snow removal and other routine maintenance in the cemetery. Eventually revenues contributed to the perpetual care fund and interest accrued should result in a perpetual fund balance that can sustain the cemetery's maintenance needs.

SUMMARY:

Due to the depletion of available grave plots under the current release and continued interest in ongoing grave sales, a release of additional grave plots is recommended. Given the limited inventory, the consideration of increasing the fees for available space in Greenwood Cemetery is a strategy for increasing the growth of the perpetual care fund.

ATTACHMENTS:

1. May 24, 2023 Field Survey
2. Greenwood Cemetery and Graves Sold/Available Map
3. Michigan Association of Municipal Cemeteries guidance on grave sales
4. Current Fees for Greenwood Cemetery
5. January 29, 2021 – Local Outside Comparable

SUGGESTED ACTION:

To make a recommendation to the City Commission to amend the fee schedule to increase the following fees for Greenwood Cemetery:

<u>Greenwood Cemetery (126-26)</u>	Current Fee	Recommended Fee
Grave space accommodating one full burial or three cremations	\$4,000.00	
Additional Rights of Burial for cremated remains, each	\$750.00	
Grave space accommodating two cremated remains	\$2,600.00	
Grave space accommodating one cremated remains	\$1,300.00	
Administrative fee for transfer of grave ownership	\$200.00	

And to release for purchase 14 unspecified plots in the flush rows in Section B, and to review the fee schedule for plot costs after these plots have been sold.

OR

To make a recommendation to the City Commission to amend the fee schedule to increase the following fees for Greenwood Cemetery:

<u>Greenwood Cemetery (126-26)</u>	Current Fee	Recommended Fee
Grave space accommodating one full burial or three cremations	\$4,000.00	
Additional Rights of Burial for cremated remains, each	\$750.00	
Grave space accommodating two cremated remains	\$2,600.00	
Grave space accommodating one cremated remains	\$1,300.00	
Administrative fee for transfer of grave ownership	\$200.00	

And to make a recommendation to the City Commission to release the 13 plots suitable for burial as indicated in the May 24, 2023 Field Survey from Lots 9-D, 10-A, 11-A, 12-A, and 13-A for an estimated 24 available plots, and to review the fee schedule for plot costs after these plots have been sold.

GREENWOOD CEMETERY

FIELD SURVEY – SECTION B

On Wednesday, May 24, 2023 a field survey was performed in Section B of Greenwood Cemetery. Thirteen lots, totaling 312 graves were surveyed. The lots that were surveyed are as follows: A-1, 2-D, 3-A, 4-A, 5-C, 6-C, 7-D, 8-C, 9-D, 10-A, 11-A, 12-A and 13-A. The survey was requested to determine which graves are suitable for burial. If we determined that a grave is unsuitable for burial, we have specified the reason.

SURVEY SUMMARY:

Of the 312 graves surveyed 189 of them are sold. There are 8 graves unsuitable for burial due to historic memorials. At this time there are 43 graves unsuitable for burial due to trees and tree roots. These graves would become suitable when the trees are removed should the city wish to make them available for sale. There are a total of 72 graves suitable for burial. At the current market rate, the sale of the 72 graves would contribute \$288,000.00 to the cemetery fund. The details for each lot are listed below. Attached to this report is a color-coded map.

Lot A-1

Available Spaces – 14, 16, 19, 21, 22, 23

6 Spaces Available

18 Spaces Sold

Lot 2-D

Available Spaces – 15, 16, 21, 22, 23, 24

Spaces Not Available Due to Trees or Trees Roots – 5, 6, 7, 8, 9, 10, 11, 12, 13, 14

6 Spaces Available

10 Spaces Unavailable Due to Trees or Tree Roots

8 Spaces Sold

Lot 3-A

Available Spaces – 3, 7, 15, 16, 24

Spaces Not Available Due to Trees – 1, 2, 4

5 Spaces Available

3 Spaces Unavailable Due to Trees

16 Spaces Sold

Lot 4-A

Available Spaces – 3, 13, 24

3 Spaces Available

21 Spaces Sold

Lot 5-C

Available Spaces – 6, 9, 11, 12, 13, 14, 15, 16, 17, 18, 21, 22

12 Spaces Available

12 Spaces Sold

Lot 6-A

Available Spaces – 8, 11, 12, 13, 14, 19, 20, 21, 22

9 Spaces Available

15 Spaces Sold

Lot 7-D

Available Spaces – 3, 5, 15, 16, 18, 19, 21, 22, 24Spaces Not Available Due to Trees or Tree Roots – 7, 8, 9, 10, 20

9 Spaces Available

5 Spaces Unavailable Due to Trees or Tree Roots

10 Spaces Sold

Lot 8-C

Available Spaces – 5, 6, 7, 8, 12, 14, 16, 22, 23Spaces Not Available Due to Trees or Tree Roots – 9, 11, 17, 18, 19, 20Spaces Not Available Due to Memorials – 1, 2, 3, 13, 15, 21, 24

9 Spaces Available

6 Spaces Unavailable Due to Trees or Trees Roots

7 Spaces Unavailable Due to Memorials

2 Spaces Sold

Lot 9-D

Available Spaces – 3, 5, 9Spaces Not Available Due to Trees – 4, 6, 8, 10

3 Spaces Available

4 Spaces Unavailable Due to Trees

17 Spaces Sold

Lot 10-A

Available Spaces – 8, 10Spaces Not Available Due to Trees – 9, 17, 18, 19, 20, 21, 22Spaces Not Available Due to Memorials – 7

2 Spaces Available

7 Spaces Unavailable Due to Trees

1 Space Unavailable Due to Memorials

14 Spaces Sold

Lot 11-A

Available Spaces – 13

1 Space Available

23 Spaces Sold

Lot 12-A

Available Spaces – 21

Spaces Not Available Due to Trees – 17, 18, 19, 20, 22

1 Space Available

5 Spaces Unavailable Due to Trees

18 Spaces Sold

Lot 13-A

Available Spaces – 15, 16, 17, 18, 23, 24

Spaces Not Available Due to Trees – 19, 20, 22

6 Spaces Available

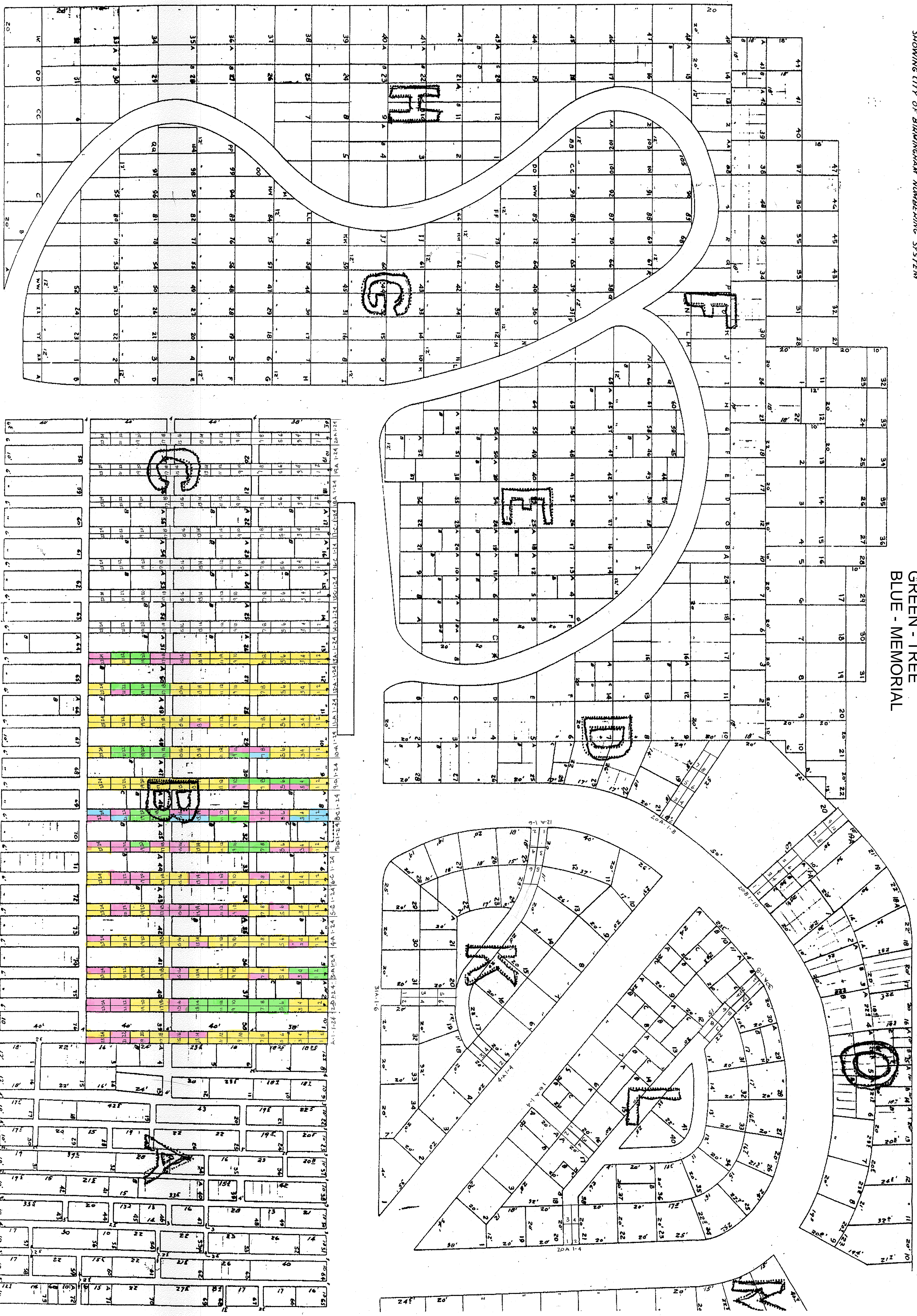
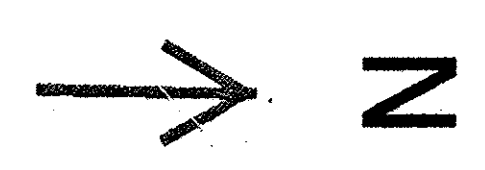
3 Spaces Unavailable Due to Trees

15 Spaces Sold

GREENWOOD CEMETERY

SHOWING CITY OF BIRMINGHAM NUMBERING SYSTEM

YELLOW - SOLD
PURPLE - AVAILABLE
GREEN - TREE
BLUE - MEMORIAL



Oak St.

Section C

Section B **Grey= Obstructed Green= Sold**

Grey= Obstructed Green= Sold

[illegible]



Feet Under & Feet Apart

PRESENTED BY: CINDY DODGE, LIAISON,
MICHIGAN TOWNSHIPS ASSOCIATION

CINDY@MICHIGANTOWNSHIPS.ORG

Planning and Forecasting

- Did you have an increase in burials?
- When was the last time you added a new service or reviewed your pricing structure?
 - Cremation options
 - Columbarium, cremation garden
 - Green Burials
 - Pets
- Every time you turn 20% of your inventory, you should consider increasing prices.
- Other options:
 - Every five years
 - When new situations arise
 - When new technologies/ideas/information are introduced

Greenwood Cemetery (126-26)

Grave space accommodating one full burial or three cremations	\$4,000.00
Additional Rights of Burial for cremated remains, each	\$750.00
Grave space accommodating two cremated remains	\$2,600.00
Grave space accommodating one cremated remains	\$1,300.00
Administrative fee for transfer of grave ownership	\$200.00
Interment and disinterment fees:	
Cremation	\$750.00
Full Casket Interment	\$1,650.00
Full Casket Disinterment	\$2,000.00
<i>*additional equipment fees may apply depending on conditions</i>	
Foundation charges for markers & monuments:	
Foundation Installment - per linear foot	\$150.00
Marker installation - single	\$300.00
Marker installation - companion	\$400.00
Marker or monument resets, reinstallations, raising & leveling:	
Single	\$300.00
Companion	\$400.00
<i>*additional fees may apply, depending on scope of work, equipment necessary and time required.</i>	
<i>Foundation installation charge as per above schedule, plus an hourly charge for removal of old foundation</i>	
Weekend, holiday, and overtime interments	\$400.00
<i>This fee is in addition to the normal interment fee charged during regular working hours. Hourly overtime fees begin at 2 pm Monday - Saturday</i>	

CITY CLERK'S OFFICE	FEE
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Local Cemetery Comparisons:

Cemetery Name	Price Per Grave	Clusters of 2-4 graves next to each other	Cremation or Casket	Monument
Oakview- Royal Oak	\$2,995 - \$3,495	Yes they have clusters of 2-4	Maximum of 1 casket and 2 cremations	Need 2 graves for a monument. Flat monument is no extra charge but upright monument is an additional \$500 per grave due to easement
St Hugo of the Hills Columbarium <i>Bloomfield Hills</i>	\$4,000 - 1 urn \$5,000 - 2 urn "companion" niche	n/a - no gravesites, ground burials or caskets. Multiple adjacent niches available	Cremations only	None. Cremains are housed in a series of niches built into stone walls along connected pathways. Each niche is 11"x11"x17" deep and can hold 1 or 2 urns. Name and years of birth and death in bronze letters on niche front.
Holy Sepulchre	\$1,995 - \$5,000 depending on the section	Yes the have clusters of 2, 4 & 6	Maximum of 1 casket and 5 cremations in one grave	Monuments can be upright or flat. Have to have a minimum of 2 graves for monument
Roseland Park Cemetery <i>Berkley</i>	\$2,295 - \$3.795	Yes - anything from 2-6	Maximum1 casket + 1 cremation per gravesite	Flat or upright monuments depending on the section. Upright monument requires at least two gravesites.

Information collected 1/29/2021



MEMORANDUM

Museum

DATE: July 7, 2023

TO: Greenwood Cemetery Advisory Board

FROM: Leslie Pielack, Museum Director

SUBJECT: Elijah Fish Marker Repair/Preservation Completion

SUMMARY:

The Elijah Fish marker was scheduled for cleaning, repair, and preservation earlier this spring. The contractor, Carter's Cemetery Preservation, LLC, was contracted by the Friends of the Birmingham Museum on behalf of the Fish family descendants to complete the work. Although the Friends were planning to cover the cost of the marker repair and restoration, the Fish family covered the cost.

UPDATE:

When the contractor began the work, he discovered that the marble Fish marker had deteriorated in some areas very significantly from moisture exposure, which was accelerated by laying on the ground. In these areas, the old marble had begun to dissolve and soften. To repair the marker, a deteriorated section had to be completely removed so the broken pieces could be re-attached and the marker set upright. The section that was removed was the bottom line of the inscription (death date). The removed section has been taken to the museum while the Fish family decides whether they want the piece or not.

Otherwise, the cleaning and the reattachment of the marker were successful, and it was set upright again after the contractor discovered the original foundation buried beneath the surface and raised and re-set it in gravel.

The repaired marker is much more visible, and will help visitors locate the gravesite more easily. The Fish family is very pleased with the outcome and grateful for the assistance of the Friends in accomplishing this project.





CITY MANAGER'S REPORT

April 2023

Baldwin Public Library

Library Board

The Library Board met on April 17, 2023 for its regular meeting. After receiving the bids for the Phase 3 construction project, the Library Board voted to set a not to exceed price for the project of \$3,688,000. The project cost came in slightly over budget and the library plans to supplement the budget with funds from the Trust. More details will be shared at the April 29 budget hearing.

Library Tour

If you'd like to learn even more about the library, join Library Director Rebekah Craft for a Behind the Scenes Tour. You'll visit staff areas, learn how items are added to the collection, and hear about new programs and services. The next tour will meet in the Library's vestibule on Wednesday, May 17 at 4:00 p.m.

Kanopy Streaming

With your Baldwin Library card, you can stream award winning documentaries and independent films online with Kanopy Streaming. Each cardholder receives 10 play credits per month. You can stream these films on your computer, tablet, mobile device, or Smart TV. Visit baldwinlib.org/movies to get started.

Used Book Sale

The Friends of the Baldwin Public Library are hosting a used book sale from May 6-8. A special preview night for Friends members will be held on Friday, May 5 from 6-8pm. All proceeds benefit programs and services at the library and most items are priced at \$2 or less. This sale will be held in the lower level of the library.

Register for these upcoming programs and more at baldwinlib.org/calendar.

Free Comic Book Day!

Saturday, May 6 — All Day

It's Free Comic Book Day at BPL and local comic shops. Swing by the library, pick up a comic and vote for your favorite comic book character. We'll have comics for kids, teens, and adults on a first come, first served basis. One comic book per person, please.

Genealogy Series: Studying the Census

Thursday, May 11 — 7:00 p.m. to 8:00 p.m.

The release of the 1950 U.S. Census has been a gamechanger for many genealogists. This session will take an in-depth look at census records and why they are such a valuable tool in building your family tree.

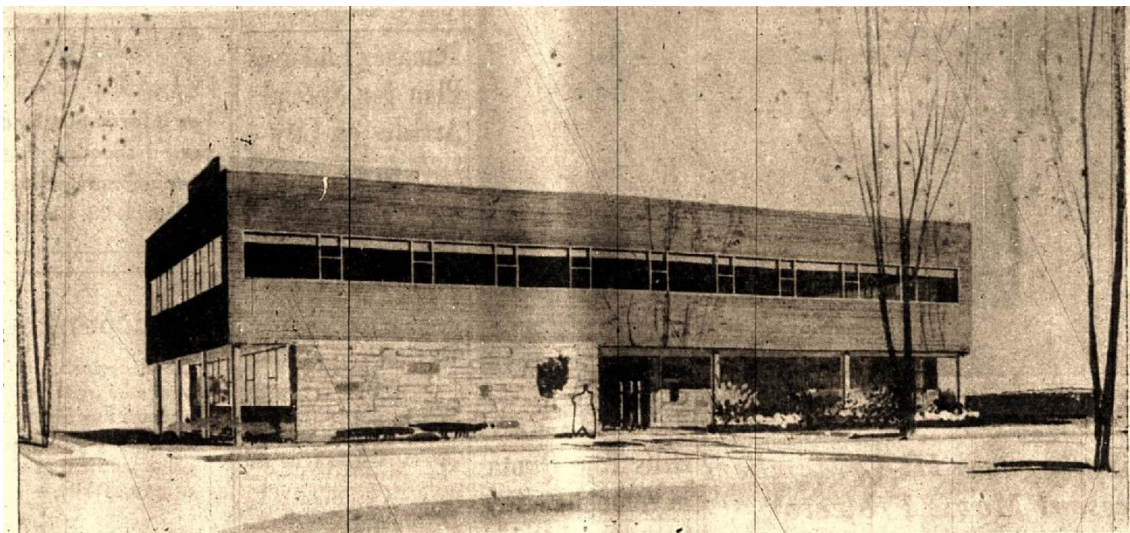
The Birmingham Museum

Allen House Temporary Closure for Construction

The Allen House at the Birmingham Museum will close to the public May 1 due to lead abatement for the planned restoration of the building's historic windows. The Hunter House will remain open and staff will be available to conduct guided tours there and to assist with questions and research. We anticipate reopening the Allen House to the public on June 15.

Famous Roots of Birmingham's AT&T Building

In 1948, AT&T (then Michigan Bell) commissioned the up-and-coming Japanese American architect, Minoru Yamasaki (later architect of New York's Twin Towers) to design its new building in Birmingham. Yamasaki's design for the structure had a simple but elegant approach to the functional utility needs of the building, located across from the Municipal Building. The original building design also included a substantial foundation to support a future third floor and heavy equipment that AT&T anticipated needing to add. Unfortunately, when this completely utilitarian third floor was built, it significantly altered the appearance of Yamasaki's Mid-century Modern design. With the original rendering at hand, however, one can still see the architect's stamp on the existing AT&T Building, which is the only known Yamasaki design in Birmingham.



Minoru Yamasaki's original design for Birmingham's Michigan Bell Building, (1948)
Birmingham Eccentric, 1 Apr 1948, 1 (*Birmingham Museum collection*).



The Michigan Bell/AT&T Building, c2010 (*Birmingham Museum collection*).

Birmingham Shopping District (BSD)

Strategic Planning

The BSD Board held a second work session on April 4 for its Strategic Plan and a final draft plan will be presented to the Board at its April 19, 2023, Board meeting for approval.

April Board Meeting Rescheduled Due to Holiday Observance & Action Items

The BSD Board meeting for April has been rescheduled for April 19, 2023, at 8 a.m. due to the observance of Passover. At this meeting, the BSD will be approving its 2024-26 budget, its strategic plan, holiday lighting plan for 2023/24 and new BSD bylaws. The Board will also recognize two significant business anniversaries at its meeting, including Tiffany Florist for 50 years and Birmingham Village Players for 100 years.

Holiday Impact Report

A significant part of the BSD's annual promotional efforts are concentrated on the holidays. To show the return on investment, [attached is a holiday impact report](#) indicating the programming provided, number of visitors throughout the season and impressions made through the BSD's marketing efforts. This report will be provided to partners, supporters and businesses within the district to help showcase the value of the BSD and their involvement in the programming offered.

Spring Stroll

Spring Stroll was held this past Saturday and was very well attended with over 800 visitors enjoying specials and incentives at 29 participating businesses.

Farmers Market Opening Day

The Birmingham Farmers Market opens May 7, 2023, and will run through October 29, 2023, every Sunday from 9 a.m. - 2 p.m. in Lot 6 located along North Old Woodward. Twenty-five children in grades K-8 participated in an art contest for the Farmers Market tote bag, with one design picked for the bag

which will be handed out on opening day and as supplies last through the season. The top 10 other art submissions will be on display as well. Over 46 vendors are confirmed for the market thus far, and an average of 40 vendors weekly will be at the market this season.

Michigan Retail Interface Conference

The BSD Executive Director served on a panel discussion regarding the current economy and future of retail and restaurants at the Michigan Retail Interface Conference held at the Townsend Hotel this week with over 150 realtors and developers in attendance. The BSD was a sponsor of the event and provided an opportunity to build relationships with potential new business concepts, as well as the real estate development community. General recruitment materials have now been updated and are available through the BSD office.

New Businesses

The most recent new business to welcome to downtown Birmingham this month is:

- Massage Rain, 640 N. Old Woodward, Suite 101 - health & fitness

2023 Dashboard Metrics

Retail Occupancy Rate - 96% (out of 1.5 million sq.ft.)

Office Occupancy - 89% (out of 2 million sq.ft.)

9 New Business Openings in 2023 (7 more in process)

Commercial, Mixed-Use & Residential Development Projects In Construction/Planning - 12 projects totaling 827,727 sq. ft.

Building Department

Office Update

The Building Department and 2nd floor recently reopened to the public. We still offer several options for accessing our services such as the drop box and our online portal, and continue to encourage the public to call in advance to schedule an appointment for anything that requires in-person assistance.

Board of Zoning Appeals

Effective April 1, all Board of Zoning Appeals submissions are through our online permitting portal, BS&A Online. All member packets are now delivered electronically and we have discontinued the distribution of hard copy paper meeting packets.

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 March, we processed 372 online permit applications for a total of 893 in 2023.

City Clerk's Office

Celebrate Birmingham Parade and Party in Shain Park

Sunday, May 21, 2023 parade at 1:00 p.m. and party to follow in Shain Park, ending at 4:00 p.m.

Mark your calendars for the annual Celebrate Birmingham Parade and Party in Shain Park! The parade will kick off at 1 p.m., and it will be a vibrant display of hometown pride. The parade route will begin on Old Woodward Avenue by Booth Park and will proceed through the downtown area before ending at

Shain Park. Attendees can expect to see various community groups, businesses and organizations showcasing their creativity and spirit in the parade.

At the end of the parade, the fun begins at the party in Shain Park with activities for all ages. This community celebration offers a great opportunity to connect with friends, family and neighbors and enjoy beautiful Shain Park. For kids, there will be a bounce house, games, face painting and crafts. Food trucks will be on site offering a range of delicious treats, including sweet and savory options, and a photo booth available to capture memories of the event with friends and family. Don't miss this beloved Birmingham tradition! For the latest information, go to www.bhamgov.org/parade. We look forward to seeing you there!

Open Call: Parade and Party Participants, Groups, Sponsors & Food Vendors

Sunday, May 21, 2023 parade at 1:00 p.m. and party to follow in Shain Park, ending at 4:00 p.m.

Community groups, local businesses, dance teams, scout troops, children and adults of all ages are encouraged to march in this year's parade. It's a great opportunity to spotlight your group! Visit www.bhamgov.org/parade to register before May 12, 2023.

Sponsors are invited to join in the 2023 festivities! Being a sponsor is another way for a business, group, organization or individual to be recognized as part of this family-friendly event which reflects the hometown feel of Birmingham. The Hometown Parade is televised by Bloomfield Community Television and covered by traditional print and social media, giving sponsors a fantastic PR opportunity. Visit www.bhamgov.org/parade for registration forms and sponsorship packages. Register before April 28, 2023.

Interested in being a food vendor or join in the celebration? Contact Christina Woods at cwoods@bhamgov.org or (248) 530-1803.

Special thanks to our sponsors:

- Parade Presenting Sponsor: [Bank of Ann Arbor - Birmingham](#)
- Party in Shain Park Presenting Sponsor: [Bloom Pediatrics](#)

General Election on November 7, 2023

Birmingham will hold a general election on Tuesday, November 7, 2023. At this time, the ballot will include four Birmingham Commissioner seats and three Birmingham Library Board positions, all for four-year terms. Filing deadline for petitions and candidates is 4:00 p.m. on July 25, 2023.

City Commission and Library Board Candidate and Petition Information

City Commission and Library Board candidates must be registered voters and residents for at least one year before the November 7, 2023 election. Petition packets containing all the information needed to run for these positions are available at the City Clerk's Office during regular business hours. Candidates must complete the required paperwork in the petition packet and collect more than 25 but not more than 50 signatures from Birmingham registered voters. Signers must print their names with their current address and date. A signer may only sign one petition for each available seat; in this election that means a single voter can sign no more than four City Commission petitions and three Library Board petitions. The Clerk's Office must receive all candidates' paperwork no later than July 25, 2023 at 4:00 p.m., after which the Clerk's Office will review to ensure all petition requirements are met. The clerk cannot extend the filing deadline for any reason. For more information regarding petition and candidate filing please visit www.bhamgov.org/elections.

Ethics Board

The Board of Ethics met on Tuesday, April 18, 2023, at 1 p.m. to continue reviewing the city's current Ethics Ordinance and to review a draft ethics opinion regarding Commissioner Brad Host requested by City Manager Tom Markus.

Board Appointments

The following City of Birmingham boards and commissions have vacant positions or members with terms expiring soon. Applications are due before noon the Wednesday prior to the commission interview/ appointment date:

Board	Openings	Application Due by Noon	Interview/ Appointment at City Commission meeting 7:30 pm
Advisory Parking Committee	1 resident shopper term ending 9/1/2025 1 large retail member term ending 9/1/2025	Until Filled	
Architectural Review Committee	1 regular member term ending 4/11/2026 1 regular member term ending 4/11/2025	Until Filled	
Birmingham Shopping District	1 business representative term ending 11/16/2026	Until Filled	
Birmingham Area Cable Board	1 regular members terms ending 3/30/2026 1 regular member term ending 3/30/2024 1 alternate member term ending 3/30/2025	Until Filled	
Board of Building Trades Appeals	2 regular member term ending 5/23/25 2 regular members term ending 5/23/2026	4/19/23	4/24/23
Board of Review	2 alternate members term ending 12/31/2025	Until Filled	

Board of Zoning Appeals	1 alternate members term ending 2/18/2026	Until Filled	
Brownfield Redevelopment Authority	2 regular members term ending 5/23/2026 1 regular member term ending 5/23/2024	5/3/23	5/8/23
Housing Board of Appeals	3 regular members terms ending 5/4/2026	4/29/23	4/24/23
Martha Baldwin Park Board	1 regular member term ending 5/1/24 2 regular members terms ending 5/1/2027	5/31/23	6/5/23
Parks & Rec Board	1 alternate member term ending 3/13/2025	5/3/23	5/8/23
Public Arts Board	1 alternate member term ending 1/28/2025	Until Filled	
Stormwater Utility Appeals Board	3 regular member term ending 1/31/2026 2 alternate members term ending 1/31/2025	Until Filled	
Triangle District Corridor Improvement Authority	1 regular business owner term ending 12/15/2026	Until Filled	

City Manager's Office

Community Foundation Objection: Asked and Answered

On Monday, April 3, 2023, the City Commission discussed whether the City should consider creating and administering a community foundation or charity to fundraise and manage special events, physical improvements to City property or other community improvement programs. At this meeting, the City Commission voted unanimously to resolve that for the foreseeable future the City has no intention of creating a community foundation. City staff went on to advise that the involvement of one or more City Commissioners with such a foundation could be a potential conflict of interest between the foundation and their work as a City Commissioner, and advice should be sought to identify any potential Ethics Ordinance violations as well.

On Tuesday, April 4, 2023, the day after this very issue was discussed, [Commissioner Baller sent an email](#) requesting that the City become “a first-string partner who helps lead the effort” to form a foundation. Commissioner Baller stated that he was cognizant of management’s desire “that the city not produce more events, but rather facilitate them”. His email went on to state that he has formed a group of community minded citizens to create a foundation to raise money for cultural events and parks, and to suggest events and parks improvements. However, the email further suggests that the contributing organizations “and possibly the city, would run the events, and the city would be responsible for parks improvements”. Further, Commissioner Baller goes on to suggest that the City consider hiring an events coordinator to join City staff.

In addition, Commissioner Baller posed the following questions:

1. Other cities do this. Traverse City and others come to mind. Can they provide some insight?

There is a non-profit community foundation based in Traverse City that covers a four county area that is separate and distinct from the City. Local businesspeople and community minded residents started the foundation and serve on the Board of Directors. Individuals or groups can apply for funding through the foundation for events, programming and other related activities or purchases that will improve the lives of people living within the four county areas. All events, activities or improvements are managed by the grant applicants, often local non-profit or charitable organizations, and are not managed by the City.

Troy also has a community foundation that is run as a non-profit, also started by local businesspeople and community minded residents, that is separate and distinct from the City. Individuals or groups can apply for funding through the foundation for events, programming and other related activities or purchases that will improve the lives of people living within the City of Troy. All events, activities or improvements are managed by the grant applicant, often local non-profit or charitable organizations, and are not managed by the City.

2. To what extent does an events coordinator and the events produced foster greater community? What is the qualitative value, if any?

City staff has not conducted any research to determine the qualitative or quantifiable value of local festivals or events.

3. Is there anyone on staff that can fill the role?

There is no one on staff that has the available time and expertise to plan, organize and implement special events or cultural activities. There are two part time BSD employees that assist with the special events run by the BSD.

4. How much would an FTE cost?

One full time employee would likely cost \$100,000 - \$120,000, including salary and benefits. In addition, if an events coordinator was hired to plan, manage and implement special events, the City would also have to assume the costs of liability insurance for all events, pay both police and fire staff to assist and monitor the event area, pay DPS staff to set up and clean up after events, and the City would be responsible for purchasing all supplies, equipment, and entertainment, and to solicit and supervise volunteers. Currently, private groups running special events bear the burden of these costs. Should the City start organizing special events, the costs would certainly include all of these just listed in addition to the salary of an events coordinator.

5. How are Concerts in the Park managed and by whom?

Concerts in the Park were managed for many years by a volunteer sub-committee of the Parks and Recreation Board, lead by volunteer June MacGregor, and since 2017 have been managed by Connie Folk in the Parks Department, who is responsible for the daily operation and maintenance of the Birmingham Ice Arena, including learn to skate programs, ice and room rentals, ice shows, and the issuance of recreation and dog park passes. Ms. Folk estimates that she spends approximately 32 hours to research and schedule bands for the 13 summer concerts, as well as additional time to prepare contracts and send these out for execution by all parties. On each concert date, Ms. Folk estimates that she spends 2 hours of her regular day and 4 hours of overtime, and that 2 DPS staff members each spend approximately 4 hours for set up prior to the concert, and clean up after the concerts. DPS staff also work overtime if large equipment is needed to block off streets during the concert. Police staff bag off parking meters as needed and walk through the park during concerts. While the City does budget for in the park concerts, the City also solicits sponsorships for each concert, which generally cover only 25% of costs.

6. Is there an opportunity to share resources with the BSD?

As noted above, there are two part time BSD employees that assist with special events that run throughout the year that are sponsored by the BSD. These two part time positions struggle to keep up with the existing BSD event organization and implementation.

7. Could some events be ticketed? How could that be accomplished in Birmingham? What other revenue sources are possible?

If a non profit or charitable organization wished to organize and manage a ticketed special event, this would be subject to the approval of the City Commission. Significant investment in physical barriers and security would be required, if the City Commission even wished to limit the use of public property for paid guests only. As stated above, the City solicits sponsors as revenue sources for the existing concerts in the park, and despite best efforts, only manages to cover approximately 25% of costs.

8. Does it make sense to set something up on a trial, or part-time basis?

The unanimous motion of the City Commission on April 3, 2023 clearly shows that the City Commission has no interest at this time in establishing a community foundation to fund events or park improvements, even on a trial or part time basis.

9. How much is the commission willing to budget for a coordinator and for event expenses? What is it worth to enhance our cultural offerings?

The City Commission has not discussed this specific budgetary request, nor has an event coordinator position been proposed in the upcoming budget.

As noted above, the City Commission's direction on April 3, 2023 was very clear: the City has no interest or intention to establish a community foundation to fundraise and manage special events, physical improvements to City property or other community improvement programs for the foreseeable future.

Despite voting with the entire Commission not to move forward with establishing a community foundation, Commissioner Baller's email the morning after the April 3, 2023 City Commission meeting stated that he has "been pursuing the idea of creating a foundation with two arms", and is willing to personally fund the cost of establishing such a foundation. Not only did the City Commission expressly vote not to establish a community foundation at the April 3, 2023 meeting, the City Attorney and myself clearly stated that the involvement of one or more City Commissioners with a community foundation was likely a conflict of interest between the foundation and their work as a City Commissioner. Commissioner Baller's April 4, 2023 email has now clarified his intention to be one of the founders of such a foundation and to provide financial support for the foundation, thus signally the potential for an elected official to serve on the foundation board. **This is clearly a conflict, and Commissioner Baller should seek an advisory opinion from the Ethics Board prior to any such involvement in a community foundation to identify potential Ethics Ordinance violations that may occur as a result.**

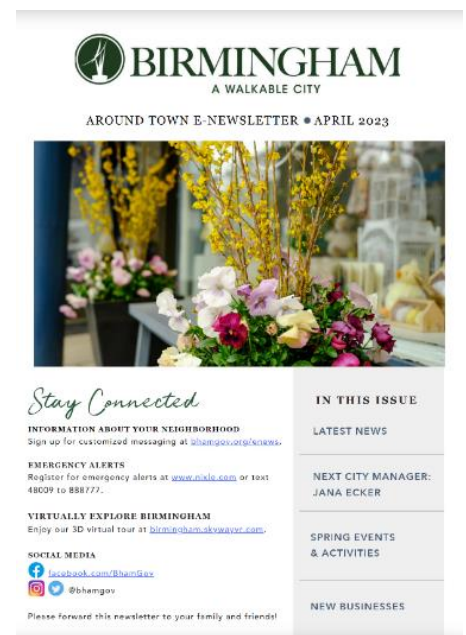
Finally, Commissioner Baller's April 4, 2023 email includes a request that the City become "a first string partner who helps lead the effort" to form a foundation, and join with other organizations to run cultural events in the City, despite the fact that he is cognizant of management's desire "that the City not produce more events, but rather facilitate them".

Allow me to state once again that the City is not interested in being a first string partner, nor leading or funding the effort to establish a foundation or to organize numerous cultural and special events. City staff is currently stretched very thin with their existing workload, and continues to have difficulty recruiting and maintaining qualified personnel due to a tough labor market, and now the City Commission has directed the creation and addition of two new citizen committees. Both the Environmental Sustainability Committee and the Ad Hoc Aging in Place Committee will require staff liaisons to prepare agendas, reports, research, presentations and attend each of these new committee meetings. The scope of work proposed for both new committees is very broad and will significantly increase the workload of an already strained workforce. Further, the City Commission recently completed a Strategic Plan, and while a sustainability board and sustainability goals were prioritized in the Strategic Plan, along with the creation of a task force to address the needs of our aging population, the organizing and management of cultural or civic events were not included within the listed priorities identified in the Strategic Plan. To take on cultural or special events that could be run by other groups would jeopardize the quantity and quality of City services currently provided that Birmingham residents have come to expect.

Communications

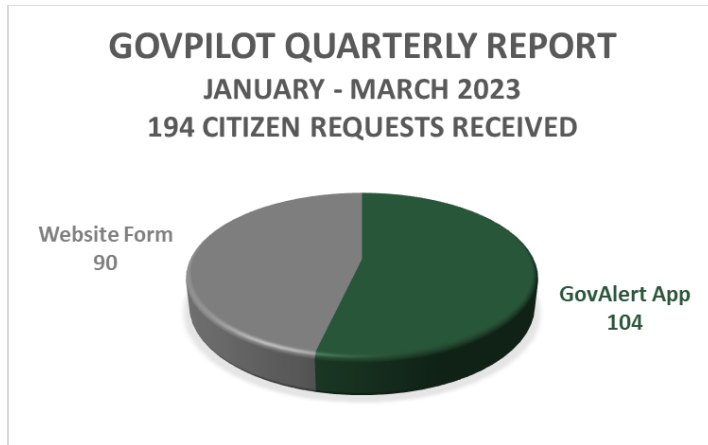
Around Town e-Newsletter

The communications team is working on the May edition of the Around Town e-Newsletter, which will include information about the Department of Public Services Open House event, Memorial Day Ceremony, new businesses and more. Follow [this link to view the April edition](#) of the Around Town e-Newsletter.



GovPilot Quarterly Report

The city continues to receive positive feedback regarding GovPilot. During the first quarter of 2023, we received a total of 194 citizen requests via the GovPilot system, 104 of which were received via the GovAlert app, and 90 via our website form at www.bhamgov.org/citizenrequests. Learn how to use the app by watching a short video at www.bhamgov.org/govalert.



Human Resources

Assistant City Manager Melissa Fairbairn continues to oversee Human Resources, and Mark Clemence has returned from retirement to assist in HR. The city is recruiting for the Human Resources Manager and Human Resources Generalist positions, and will fill both roles as soon as possible.

BIRMINGHAM CITY COMMISSION - UPCOMING AGENDA ITEMS

Topics brought up by the Commission

Meeting	Topic	Commissioner	Staff Follow Up	Dates Addressed	Status (resolved/ongoing)
In Progress					
2/27	Bench and Little Library for Pat Andrews	Host	DPS & Staff	3/13 - Commission to discuss further. Staff members are working on this.	In progress
1/9/23	Ad Hoc Senior Services Committee	M: Baller S: Longe	CM	2/13 Commission to discuss further - no action at this time, 3/13 Commission gave direction via resolution to discuss establishing an AHSSC 4/3 - Vote to formulate ad hoc board specs and bring back at next reasonable meeting	In progress

12/5/22	Becoming Mayor	McLain	McLain	12/19 - Motion to make a workshop Workshop to be held May 8, 2023	In progress
11/14/22	Renters Rights	M: Host	Mary	11/28 CC Discussion Scheduled - Voted to make a formal agenda item at the next available meeting 1/23/23 Tabled, will be brought back 4/24/23.	In progress
1/10/22	Commissioner Conduct	No vote	Mary Kucharek	2/14/22 - Workshop 2/28/22 Directed CM to prepare Code of Conduct for future agenda 7/11/22 - Initial presentation to Commission by CA 2/13/23 - City Commission reviewed draft Code and will provide feedback to CM for future workshop.	In progress
Resolved					
4/11/22	BBCC - Mental Health Workshop - More time to talk	M: Baller S: Haig	Marianne Gamboa	4/25/22 - clarify commissioners intent 5/9/22 - added time on the agenda to discuss Tom directed staff to add mental health info in city publications	Resolved
5/9/22	Pickleball	Baller, no vote	DPS	Agenda item 5/23/22	Installed on 6-3-22
1/24/22	Social Districts	M: Schafer S: Boutros	Nick Dupuis/Jana Ecker	2/14/22 - make formal item 3/9/22 - Workshop 3/14/22 - Informally brought up by Host 6/20/22 Commission and Planning Board Discussed	No formal action taken by the Commission

5/23/22	Commission Meeting Start Time	Baller	Mary Kucharek	On agenda for 6/27/22 - Mary to draft generic ordinance language and discuss in july On agenda for 7/11/22 - Commission decided not to proceed	No changes for now
8/15/22	Birmingham Country Club	M: Host S: Haig	Fairbairn, Dupuis, Clerk's Office	8/29 - CC Discussion Possibly plan to write a letter, invite bham cc and twp to meeting to collaborate *Draft a letter	Resolved, letter sent
8/15/22	Speed Bumps	M: Haig S: Host	Grewe/Brooks	8/29 - Staff report *Further study by MMTB *Report/Resolved in March Mgr Report 2023	Resolved
9/12/22	Banner	M: Baller S: Host	TBD	11/14 CC discussion scheduled	Completed
12/5/22	Lighting to sustainability board	Haig	Nick Dupuis	12/19 - Direction for staff to prepare list for Sustainability Board	To be explored by Sustainability Board
6/13/22	Sustainability Board	M: Schafer S: Host	Nick Dupuis	On agenda for 6/27/22 - direction for staff to draft requirements to establish board, coming back at next available meeting 10/3/22 Workshop - staff given direction to return with recommendation 1/23/23 - ad hoc board established	Resolved
1/10/22	Leaf Blowers	M: Baller S: Host	Nick Dupuis	1/24/22 - make formal item 10/3/22 Workshop - staff given direction to return with recommendation 4/3 Baller brought up issue again, commission consensus that it is a topic for sustainability board	Item sent to sustainability board

1/10/22	Food Trucks	M: Host S: Schafer	Nick Dupuis/Jana Ecker	1/24/22 - CC req. more info 3/9/22 - Workshop 3/14/22 - Informally brought up by Host 6/20/22 Commission and Planning Board Discussed 6/27/22 - City Manager Directed to encourage food trucks at all city sponsored events, BSD events, and direct the BSD to organize a rotation of food truck events	Staff monitoring
4/25/22	Improvements in Information Provision and Methodology	M: Haig S: Baller	TBD	1/9/23 M: Haig, S: Host To continue discussion -Addressed in Jan 2023 CM report	Resolved
3/13	Community foundation (review former letter from Kucharek)	Baller	CM/Atty	4/3 - See prior advice from Attorney. Commission voted not to pursue.	Resolved
3/28/22	City Manager Selection Process	M: Host S: Boutros	Managers Office & HR	4/25/22 - direct to formal agenda item 5/9/22 - New Business Item 5/23/22 CM report 10/3/22 - motion for CM to conduct formal recruitment 10/25/22 - CM recruitment portfolio posted 1/9/23 - Scheduling Interviews 2/8&2/9 First round interviews 2/15 Meet & Greet March - Final Interviews & Direction from CC, contract negotiation March 13 - Ecker Appointed March 27 - Commission approved Ecker's contract.	Resolved

Topics Failed

4/25/22	On Street Parking Study	M:Haig S: Host
4/11/22	Downtown Parking	M: Host S: Haig
3/28/22	Parking Matters	M: Host S: Haig
6/13/22	479 SOW (Doraid) PAD	M: Boutros

Topics With No Vote - Resolved

1/10/22	Unimproved Streets	Discussed during the Long Range Planning meeting.
2/28/22	Solidarity with Ukraine	City Manager arranged for exterior lighting at City Hall.

Topics With No Vote

5/9/22	-PAD ordinance/cleanup	Baller, no vote	No vote
5/9/22	-Policy for granting public space ODD/Valet	Baller, no vote	No vote

Department of Public Services

Arbor Day Celebration

Please join us for our annual Arbor Day Celebration this month on Arbor Day, Friday, April 28th at 1:30 PM at the Derby Water Tank property, just east of Derby Middle school. We will celebrate our 45th year as a Tree City USA and Derby Middle School students will participate in a short program and plant a new tree, a Swamp White Oak, native to Michigan. All are welcome to attend. Parking is available at Derby Middle School for this event only.

Spring Tree Purchase and Plant Project

The DPS is currently requesting proposals from qualified contractors to plant 144 trees along various street right of ways and in parks. We anticipate this project to be awarded in early May.

Parks and Recreation Master Plan Update

We are currently requesting proposals from qualified consultants to prepare an update to the City's five (5) year Parks and Recreation Master Plan. The update will include dynamic public engagement as part of this planning process. Bids are due April 27, 2023. The top candidates will be invited to interview and present their proposal to the Parks and Recreation Board at their May 9th meeting.

Engineering Department

Construction Update

The following construction projects are currently underway:

- Westwood, Oak, and Raynale Project
- Parking Lot No. 5 Slope Repair
- Lincoln Hills Golf Course Tee No. 1 Tee-Box and cart Path Improvements
- 2022-2023 Cape Seal Program
- 2022-2023 Trip Hazard Elimination Program
- Water Tower Maintenance and Coating

The following construction projects are tentatively scheduled to start in May:

- Cranbrook Road Non-Motorized Pathway Improvement Program
- 2021 Asphalt Resurfacing Program – Parking Lot No. 5
- Punchlist items for S. Old Woodward Project

Affected property owners will receive information about these projects. For more information regarding these projects, please contact the Engineering Department at 248-530-1840.

Water Service Verification Program

As a reminder, the “In-Home/Business” water service line material needs to be determined as part of this program and included in the City’s reporting for the State of Michigan. Property owners can schedule an inspection by an authorized City Representative at 248-303-2292 or determine the in-home/business material themselves with the steps provided in the property owner letter.

Fire Department

Emergency-Plugs

The Fire Department recently purchased two (2) Emergency-Plugs. These devices get plugged into any electrical vehicle (EV) charging port to automatically place the vehicle into park rendering the vehicle safer for the occupants and emergency responders.

During an accident, vehicles are often still in drive when first responders arrive on scene. This makes for a dangerous situation for both the occupant, pedestrians, and first responders.

Commissioner Haig had previously shared this one-of-a-kind product with the department after hearing about its use in Europe. The units have been placed on Squad 1 and Engine 2. The department will continue to learn and adapt to new technologies to make sure emergency response is appropriate.



Planning Department

Master Plan 2040

On March 8, 2023, the Planning Board completed its review of the Birmingham Plan 2040 (“2040 Plan”) and provided a recommendation to the City Commission at a public hearing to adopt and approve in its entirety the Birmingham Plan 2040, inclusive of all maps, plans, charts, and other related matter, figures and the Future Land Use Map. On April 3, 2023, the City Commission moved to set a public hearing date of May 22, 2023 for final review and approval of the 2040 Plan per the requirements of the Michigan Planning Enabling Act. The remaining schedule of review should closely resemble the following:

Date	Meeting Type	Action Needed
May 22, 2023	City Commission	<ul style="list-style-type: none">• Present the final Plan and hold a public hearing.• When prepared to do so, the City Commission may adopt the Plan by resolution.

All of the documents related to the 2040 Plan remain available on www.thebirminghamplan.com. You can also watch a recording of past meetings 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 submit comments directly to the Planning Division to be placed in the packet for the public hearing at the City Commission.

Planning Board

A tentative Planning Board list of scheduled items is provided below:

1. 34952 Woodward & 690 E. Maple – Community Impact Study & Preliminary Site Plan Review (5/10/23 – Postponed from 4/17/23)
2. 221 Hamilton Row – Greek Islands – Final Site Plan & Design Review (5/10/23)
3. B1 Zoning District Commercial Permitted Uses – Study Session (5/10/23)
4. 380 S. Bates- Community House – Community Impact Study & Preliminary Site Plan Review (5/24/23)

Multi-Modal Transportation Board

The second open house for the S. Eton Road resurfacing project was held on Tuesday, April 18, 2023 from 6pm to 8pm at the DPS conference room. The public reviewed and commented on various concepts being considered for the S. Eton Road resurfacing design. The Multi-Modal Transportation Board will review comments from the public and begin to finalize a recommendation for S. Eton Road at their May 4th, 2023 meeting.

Public Arts Board

The Public Arts Board is beginning to consider concepts for a mural on the N. Old Woodward Parking Deck. The Board is also in the process of planning for a piano in the park and a downtown art walk in the fall.

Sustainability

The Planning Division has provided the newly seated Environmental Sustainability Committee (ESC) with welcome packets and has begun the process of scheduling the first meeting. At the first meeting, the Planning Division will be focusing heavily on setting expectations and defining the role of the ESC, as well as meeting each member to better understand their experience and goals. In the meantime, the Planning Division continues to take opportunities to get connected and stay involved in the robust sustainability community in Michigan. Most recently, the Planning Division attended the MI Healthy Climate Conference, which featured panel discussions and a high-caliber speaker lineup that included Governor Gretchen Whitmer. The Planning Division also took the opportunity to join its peers in the Catalyst Leadership Circle (supported through EGLE's Michigan Green Communities program) at a preconference workshop that focused on the influx of Inflation Reduction Act funding that will be hitting Michigan within the next 2 years.



Police Department

Regional Youth Academy

This year we have decided to collaborate with the Auburn Hills Police Department to help out with a Regional Youth Academy. The City of Rochester and Bloomfield Township Police Departments are also co-sponsoring with a majority of the training being hosted at Bloomfield Township. Residents of our four jurisdictions or students who attend schools in our cities are able to apply if they are ages 14 to 18 years old. There is an application process that includes a very brief background check in order to be accepted into our program. Students will learn about many aspects of law enforcement including police tactics, investigations, criminal law and procedure, basic first aid and CPR certification, firearms safety and scenario based training. The academy will take place from June 26-June 30, 2023 and space is limited. Download the [Regional Youth Academy flyer](#) for more information.

Message from Police Chief Scott Grewe: Police Department Efforts to Address Woodward Cruise Activity and Vehicle Noise

Similar to previous years, we have assigned additional officers to target Woodward cruise traffic. Now that we are entering the warmer months, we have been monitoring the weather to determine the assignment of extra patrols for the weekends as the higher volumes are observed on Friday and Saturday evenings. You may recall, in the fall of 2022, the police department with the assistance of the City Attorney provided a suggested change in state law to our state representatives giving the police an enforcement tool to address the issue of noise from vehicle exhaust. On March 14, 2023, I had a meeting with Emily Collins, the new Chief of Staff for Sen. McMorrow, regarding the status of this request. During this meeting, I asked for the senator's support in attempting to make changes to the state law and provided her with a copy of the previously submitted request. The Chief of Royal Oak and the Chief of Ferndale were also present and supported my request and expressed their desire for legislative action to help address this matter. Additionally, on Monday, February 13, 2023, I met with Sheriff Bouchard and requested additional patrols along the Woodward corridor and elicited the support of his Director of Government Affairs in supporting our request for changes in the State Law. In addition, Capt. Kearney is scheduled to meet with surrounding police agencies; Bloomfield

Twp, Bloomfield Hills, Auburn Hills, Oakland County Sheriff's Office, and Oakland County commissioners on April 19, 2023, regarding reckless driving along the Woodward corridor. We have also applied for grant funding through the Office of Highway Safety Planning (OHSP) to provide additional funding for Woodward enforcement patrols.

We have been planning ahead to address these continued issues within state law. We will continue to monitor the traffic volumes and deploy additional officers to provide strict enforcement of all state and local laws. Just this past weekend—Friday and Saturday alone (4/15 –4/16), officers wrote 67 tickets and arrested an intoxicated driver. The additional Woodward traffic detail officers worked from 5 PM - 11 PM and 12 AM respectively.

Parking Systems Update

Equipment:

Installation of the new TIBA parking equipment is complete! The last location to have the new equipment installed at was completed on March 24th.

City staff is now exploring a "scan to pay" option that allows guests to scan a QR code that takes them to a check out screen to pay for their parking. This will give guests another way to pay for parking before getting in line to exit the garage, helping to prevent backups.

Construction:

Repairs are expected to resume at the N. Old Woodard Garage starting in May. Included in the repairs will be continued concrete restoration, repairs to the handrails, painting of ceilings, walls, and stairwell walls, and the installation of LED lights.

The entrance lane, exit lane, and island to the Woodward side of the N. Old Woodward Garage is scheduled to be removed and replaced. The current concrete has deteriorated, causing issues with safety and resulting in significant pot holes. The new island will improve the customer experience significantly along with the installation of an overhead LED to make the alley area much brighter.

The Engineering Department plans to repave all of Parking Lot 5 once the current slope repair project concludes. When all updates are complete, Lot 5 will look and feel like a new lot.

Occupancy:

MARCH AVG CAPACITY	
Chester Garage (880)	60.69%
Old Woodward (745)	46.21%
Park Garage (811)	33.86%
Peabody Garage (437)	86.41%
Pierce Garage (706)	75.90%

Future Agenda Items

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

Future Workshop Items

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



CITY MANAGER'S REPORT

May 2023

Baldwin Public Library

Holiday Closures

The Library will be closed for Memorial Day weekend from Saturday, May 27 through Monday, May 29. It will reopen on Tuesday, May 30 at 9:00 a.m.

The Library will be closed on Monday, June 19 in observance of the Juneteenth holiday.

Library Board Update

The Library Board met on May 15, 2023 for its regular meeting. The board approved updates to several policies, including the Library Card Policy, Fines and Fees Policy, Electronic Device, Network, and Internet Use Policy, Collection Development Policy, Fund Balance Policy, Credit Card Policy, Financial Policy, Trust Investment Policy, and Staff Development Policy.

Phase 3 Construction Project of the Library's Front Entrance

The project will start on or shortly after Wednesday, July 5, 2023. MCD and PCI Dailey have completed all construction pre-bid meetings. PCI Dailey is currently preparing the AIA contract for Construction Management services. The GMP for the project is currently set at \$3,688,896. Board President Wheeler, Director Craft, and City Manager Markus will sign this contract once it is approved by the City Attorney.

The City of Birmingham's Fire Marshal and Building Official have reviewed the site plan for the project. The Children's Terrace door will be the temporary entrance to the library for the duration of the project (July 2023 – March 2024). A construction fence will be placed along Bates Street and Merrill Street and signs will be placed on the fencing directing visitors to the north entrance. A temporary Knox Box will be placed outside the Terrace Door so that Birmingham Fire Department personnel can access the building in case of an emergency. The loading dock door will be a second means of egress. As such, the loading dock steps are currently being repaired so that they will be operational by July 5. The full loading dock will be resurfaced and repaired in FY23-24, per the City's maintenance plan.

A temporary ramp will be placed on the north side of the building to make the Youth Terrace door fully ADA-accessible. As you walk into the new temporary entrance, two circulation workstations will be set up inside the door. The first station will face the door. The second station will be located next to the existing Youth self-check machine.

The curbside drop box will be temporarily moved to the north side of the building at the southwest corner of Martin and Bates street. One diagonal parking spot will be blocked off for drop box access. DPS will relocate the box for the library at no charge.

During the project, the Rotary half of the Rotary/Donor room will be closed off for construction staging and installation of the new HVAC system and elevator. Because of this, we are reducing some of our large scale programs for adults and children throughout the duration of the project due to lack of meeting space. Beginning in July or August, all library board meetings will be held in the Board Room. BCTV will broadcast the recording of the meeting on local television.

Library Tour

If you'd like to learn even more about the library, join Library Director Rebekah Craft for a Behind the Scenes Tour. You'll visit staff areas, learn how items are added to the collection, and hear about new programs and services. The next tour will meet in the Library's vestibule on Thursday, June 15 at 4:00 p.m.

Learn.Connect.Discover Newsletter

Baldwin's quarterly Learn.Connect.Discover newsletter has been mailed to all homes in Birmingham and includes information about upcoming programs this summer. Register for these upcoming programs and more at baldwinlib.org/calendar.

College Info Series: How to Write a Great College Essay

Wednesday, May 24 — 7:00 p.m. to 8:00 p.m.

The college essay is an important part of the application where you can really differentiate yourself. What do you want the admissions committee to know about you? What story do you want to tell? We'll talk about tips and tricks for writing a successful Personal Statement. Teens and parents are welcome. You may attend these sessions in-person or on Zoom. Registration required.

Boblo Boats: A Detroit Ferry Tale

Sunday, June 4 — 2:00 p.m. to 4:00 p.m.

When Ste. Claire and SS Columbia sounded their whistles, every Detroit kid knew it heralded the coming of summer and the magic of ferrying over to nearby Boblo Island Amusement Park. After 85 years of operation, these two sister steamships – the oldest in America - awaken from a deep slumber to find a devoted team of enthusiasts have set out to rescue them from their deteriorating state. SS Columbia has been whisked away to New York while Claire's fate rests in the hands of an unlikely band of heroes: a doctor, a psychic, and an amusement park fanatic. Martha Reeves, the Motown legend, narrates this revelatory fable-doc that's full of heart and hard truths about a challenging restoration. Join us for a showing of this local documentary and a Q&A session with the filmmaker Aaron Schillinger. This is an in person event.

Summer Reading Kickoff!

Friday, June 9 — 1:00 p.m. to 4:00 p.m.

Join us as we kick off "All Together Now" Summer Reading 2023 at the library, and enjoy crafts, games, an ice cream truck and more. There are summer reading challenges for adults, teens and children - sign up and track your progress at baldwinlib.beanstack.org, from June 9 to August 4.

The Birmingham Museum

Juneteenth became a federal holiday in 2021 after the passage of Senate Bill 465 following decades of effort by Opal Lee, a retired teacher and African American activist. Juneteenth commemorates the emancipation of enslaved African Americans, and is a contraction of "June" and "nineteenth," in reference

to the June 19, 1865 proclamation of freedom for enslaved people in Texas. Since that time, Juneteenth has been broadly observed as a celebration of African American culture in many parts of the U.S.

In honor of Juneteenth, the Birmingham Museum will display a special exhibit banner during June at the Municipal Building. It will feature Birmingham's connection to the Underground Railroad and the stories of formerly enslaved **George and Eliza Taylor** and abolitionist **Elijah Fish**. The Taylors and Fish are buried in Greenwood Cemetery, and their burial sites are now listed on the National Park Service's Underground Railroad Network to Freedom and the Michigan Freedom Trail. This retractable banner is the first of several planned by the museum to create portable exhibits that can be displayed throughout the city. The banners will focus on varying themes of Birmingham history as an expansion of our community outreach programs, and will be available as loans to schools and civic organizations.

Birmingham Shopping District (BSD)

Strategic Planning

The Birmingham Shopping District (BSD) approved its Strategic Plan at the April 19, 2023 Board meeting. The BSD Board started this process by holding a Strategic Planning meeting on Feb 6, 2023, with Board and committee members, as well as local businesses and City staff, to brainstorm and chart the next three-to-five-year strategy for Downtown Birmingham. The strategic plan is informed not only by those in attendance at the meeting, but also from a survey sent out prior to the meeting and individual conversations with key stakeholders. The Board and Committee members then met on April 4, 2023, in a work session to finalize the attached draft plan.

The plan includes a prioritization of internal and external goals, as well as key performance indicators. During this overall process, the Board further refined its vision and mission statements which are included in the plan.

The BSD's focus is to grow the economy by broadening the appeal of Downtown Birmingham that attracts and retains businesses and residents. It will do this through business recruitment and retention, marketing and promotion of the district, and maintaining and enhancing the downtown environment. For the next 3-5 years, the BSD will focus on the following goals:

- Increasing Local Frequency
- Expanding Regional Attraction
- Balancing the Business Mix
- Improving Ease of Access
- Sustaining Services & Appeal
- Increasing the BSD Value

Decisions by the Board on what and how it will achieve these goals will be based on the fundamental beliefs and driving forces of the BSD, including:

- Acting for the Collective Interest
- Engaging its Stakeholders
- Being Sustainable
- Bringing a Return on Investment

View the [full Strategic Plan here](#).

Notable Recognition

The BSD Board recently acknowledged a few long-standing businesses in the district for their years in business, including Tiffany Florist for 50 years, and The Community House and Village Players for 100 years each. The BSD also recognized Melinda Comerford, BSD Office Specialist, for 30 years of service. Executive Director Cristina Sheppard-Decius was recognized at the Main Street Oakland County Main Event for her 23 years of service in downtown management in Michigan.

Business Mix Analysis and Recommendations

The BSD Business Development Committee presented its business mix analysis and recommendations to the BSD Board at its May 4, 2023 meeting. Highlights of the analysis included:

- 71% of businesses are local entrepreneurs, which is a high average in comparison to the benchmark communities of Birmingham. Therefore, the BSD has the ability to attract a few national retailers without jeopardizing the local feel; and
- There is an opportunity to fine tune the business mix in the BSD, such as meeting the lunchtime needs of office workers with fast casual options, and there is room for growth in the apparel, books/entertainment, toys/hobbies, children's, eyewear, health, and electronics/technology categories.

The Business Development Committee will be focusing its efforts on increasing local frequency of consumers and regional attraction by:

- Recruiting businesses that will appeal to office workers and residents to drive daily foot traffic; and
- identify and help recruit regional small businesses with incentives and resources to fill gaps in product segments and maintain the local feel; and
- Influence higher-end, sophisticated and experiential national retailers, especially in apparel categories, by developing retail attraction assets and building landlord/broker relationships.

The Board suggested a few minor additions to the report, therefore, the final full report will be made available next month. The BSD has also updated its [Retail Market Profile](#) for business attraction efforts.

New Restaurant Promotion

The BSD is launching a new restaurant promotion, the Birmingham Rosé Soirée, June 5-11, offering featured dishes paired with rose wines, cocktails and mocktails at participating restaurants. A portion of each purchase will go to Cap & Conquer, a local charity that breaks down financial and educational barriers for reducing hair loss during chemotherapy. Each time you dine or purchase a pink drink, you can also enter for a chance to win a \$1,000 Birmingham Bucks E-gift card shopping spree. For details and the growing list of participating businesses, go to <https://www.allinbirmingham.com/visitors/rose>.

BSD Summer Calendar of Events

Birmingham Farmers Market	Every Sunday now until Oct. 29 at Lot 6
Movie Nights	June 9, July 14, August 11 and September 8 at Booth Park
Birmingham Rosé Soirée	June 5-11
Super Farmer Day @ Farmers Market	June 25
Day on the Town	July 29
Corn Festival @ Farmers Market	August 6
Birmingham Cruise Event	August 19
Harvest Festival @ Farmers Market	September 10

BSD Bylaws & New Committee Members

The BSD adopted bylaws at its April 19, 2023, Board meeting. The bylaws set forth rules for attendance, committee structure, responsibilities and reinforces the State statute and local ordinance that created the BSD. A copy of the [bylaws will be available online](#) shortly.

A slate of Committee members, including some new community members, were also appointed on May 4, 2023, including Carlie Quezada of Supernatural Lingerie, Angela Thomas of Aeres Real Estate, Daniel C. Gilbert of Bank of Ann Arbor and Richard Lilley, resident and Dream Cruise aficionado.

Annual Corporate Sponsor Packet

The BSD has created an annual [corporate sponsorship package](#) to showcase all of the opportunities available throughout the year, and the marketing success statistics with our events and programs. Much of the events and programs of the BSD wouldn't be possible without the help of our partners like Chevy, Bank of Ann Arbor, Wells Fargo, SMART, Mercedes-Benz of Bloomfield Hills, and many more!

2023 Dashboard Metrics

Retail Occupancy Rate - 96% (out of 1.5 million sq.ft.)

Office Occupancy - 89% (out of 2 million sq.ft.)

9 New Business Openings in 2023 (9 more in process)

Commercial, Mixed-Use & Residential Development Projects In Construction/Planning - 12 projects totaling 827,727 sq. ft.

Building Department

Ed Rosett to Serve as Reciprocal Electrical Council of Michigan Board President

Electrical Inspector Ed Rosett was elected by his peers to serve as President on the board of the Reciprocal Electrical Council of Michigan for the next two years. This is Ed's second time in this role. He first served as president from 2012 -2014. The mission of the organization is to educate and train both electrical inspectors and contractors to promote uniform application of the code and industry professionalism.

Staff Update

Two of the department's four front line permit technicians recently left employment with the City. One retired after 23 years and the other went to another community. We are in process of replacing these positions and ask for your patience while we welcome and train new individuals for these roles. Our permit processing times will increase a little during this period.

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 April, we processed 346 online permit applications bringing this year's total to 1,239.

City Clerk's Office

Celebrate Birmingham Parade and Party in Shain Park

The highly anticipated Celebrate Birmingham Hometown Parade and Party took place on May 21, 2023 in Downtown Birmingham and Shain Park. The event was well attended and had something for everybody

to enjoy. The Clerk's office extends its heartfelt gratitude to the entire community and all those who joined the parade or participated in the activities at Shain Park.

Many thanks to our sponsors!

- Parade Presenting Sponsor: Bank of Ann Arbor - Birmingham
- Party in Shain Park Presenting Sponsor: Bloom Pediatrics
- Parade Master Beier Howlett, PC
- Parade Supporter Piety Hill DAR
- Parade Friends Birmingham Bloomfield Area Democratic Club and Goldfish Swim Club

Thank you to our parade participants:

Baldwin Public Library, Birmingham Bloomfield Area Democratic Club, Birmingham Martial Arts, Birmingham Next, Bloom Pediatrics, Bloomfield Village Fire Department, Disabled American Veterans South Oakland County Chapter 19, Dream Arts Company, Distinguished Gentleman's Ride Motorcycle group, Harlan Elementary Girl Scouts, Goldfish Swim School, Hunter House Hamburgers, Kate DeGood School of Dance, Oakland County Sheriff, Pierce Elementary Girl Scout Daisies, Piety Hill Chapter of the Daughters of the American Revolution, Redford Township Unicycle Club Inc, Seaholm Marching Band, Veterans of the Senior Men's Club of Birmingham.

Thank you to all the organizations which made this a success:

Birmingham City Commission, Birmingham Communications team, Birmingham Clerk's Office, Birmingham Police Department, Birmingham Fire Department, Birmingham Department of Public Services, Birmingham Golf Course, Birmingham Area Cable Board, Oakland County Parks and Recreation, and Arts and Scraps.

General Election on November 7, 2023

Birmingham will hold a general election on Tuesday, November 7, 2023. At this time, the ballot will include four Birmingham Commissioner seats and three Birmingham Library Board positions, all for four-year terms. Filing deadline for petitions and candidates is 4:00 p.m. on July 25, 2023.

City Commission and Library Board Candidate and Petition Information

City Commission and Library Board candidates must be registered voters and residents for at least one year before the November 7, 2023 election. Petition packets containing all the information needed to run for these positions are available at the City Clerk's Office during regular business hours. Candidates must complete the petition packet's required paperwork and collect more than 25 but not more than 50 signatures from Birmingham registered voters. Signers must print their names with their current address and date. A signer may only sign one petition for each available seat; in this election that means a single voter can sign no more than four City Commission petitions and three Library Board petitions. The Clerk's Office must receive all candidates' paperwork no later than July 25, 2023 at 4:00 p.m., after which the Clerk's Office will review to ensure all petition requirements are met. The clerk cannot extend the filing deadline for any reason. For more information regarding petition and candidate filing please visit www.bhamgov.org/elections.

Absentee Voter Information

Voters who wish to vote absentee will need to fill out an Absentee Ballot Application. This application will be mailed out to anyone on the Permanent Absentee Application List in late August for the November 7, 2023 election. An application will need to be completed and returned to the

Birmingham Clerk's office in order to receive the absentee ballot. If you are not on the Permanent list, you can request an Absentee Ballot application by going to www.michigan.gov/vote after August 24, 2023.

Absentee ballots will be mailed not earlier than September 28, 2023 to voters who submitted an application. Absentee ballots can be returned in person to the Clerk's office, in the dropbox located behind City Hall, or mailed to City Clerk, P.O. Box 3001, Birmingham, MI 48012.

New Military and Overseas Voter Changes

The governor signed legislation on May 3, 2023 to allow additional time to receive absentee voter ballots from military and overseas voters. This change comes after Michiganders approved Ballot Proposal 22-2 to amend the state's Constitution last year. The new law states that absentee ballots from military and overseas voters will be counted if the ballot return envelope was postmarked on or before Election Day and received within six days following the election. Voters who are in the military or will be overseas during the November 7, 2023 election must apply for a MOVE ballot at <https://www.fvap.gov/michigan>.

Greenwood Cemetery Advisory Board

The next meeting for the Greenwood Cemetery Advisory Board will be Friday, June 2nd, 2023 at 8:30 am. The board will be discussing future grave release recommendations and participating in strategic planning.

Ethics Board

The Board of Ethics met on Tuesday, May 15, 2023, at 2 p.m. to review the draft advisory opinion 2023-01 Requested by the City Manager Thomas M. Markus regarding City Commissioner Brad Host.

Detroit Board of Ethics Conference

Mayor Pro Tem McLain, Ethics Board Chairperson James D. Robb, and City Clerk Bingham attended the first Detroit Board of Ethics Conference on May 16, 2023. Chairperson Robb sat on a panel regarding strengthening Ethics Ordinances and Enforcement. Other topics of the conference included rules of debate, improving the deliberation process, and Open Meetings Act laws.

Board Appointments

The City of Birmingham is looking for dedicated individuals who want to give back to their community by serving on one of our many boards or commissions. Birmingham's different boards and commissions make recommendations that shape the city's future. Serving on a board or commission is a great way to get involved in your community, meet new people and make a positive impact. Visit www.bhamgov.org/boardopportunities to view all the available openings and apply to make a difference.

Board	Openings	Application Due by Noon	Interview/ Appointment at City Commission meeting 7:30 pm
Ad Hoc Aging in Place Committee	6 Members	6/21/23	6/26/23
Advisory Parking Committee	1 resident shopper term ending 9/1/2025 1 large retail member term ending	Until Filled	

	9/1/2025		
Architectural Review Committee	1 regular member term ending 4/11/2026 1 regular member term ending 4/11/2025	Until Filled	
Birmingham Shopping District	1 business representative term ending 11/16/2026	Until Filled	
Birmingham Area Cable Board	1 regular member term ending 3/30/2026 1 regular member term ending 3/30/2024 1 alternate member term ending 3/30/2025	Until Filled	
Board of Review	2 alternate members term ending 12/31/2025	Until Filled	
Board of Zoning Appeals	1 alternate members term ending 2/18/2026	Until Filled	
Brownfield Redevelopment Authority	1 regular member term ending 5/23/2026 1 regular member term ending 5/23/2024	Until Filled	
Ethics Board	2 alternate members term ending 6/30/2026 1 regular member term ending 6/30/2026	ALT: 5/17/2023 REG: 6/21/2023	ALT: 5/22/2023 REG: 6/28/2023
Greenwood Cemetery Advisory Board	1 regular member term expiring 7/6/2024 2 regular members terms expiring 7/6/2026	5/31/23	6/5/23

City Manager's Office

Update on 48th District Court

In 2021, Bloomfield Hills withdrew from the funding agreement for the 48th District Court that had been in place since 1985 between the cities of Bloomfield Hills and Birmingham, and Bloomfield Township and

W. Bloomfield Township. As a result, the remaining three funding units negotiated a new agreement, which allows any funding unit to opt out of the agreement at the end of January in each year, with all obligations under the agreement then ceasing at the end of the calendar year in which the notice is given. In January 2022, the City of Birmingham considered providing notice to the other funding units to opt out of the agreement at the end of 2022. The City Commission ultimately decided not to do so, and directed the City Manager to negotiate a more equitable funding agreement by January 2023 to avoid the City providing notice to opt out of the agreement.

On November 30, 2022, representatives from all seven jurisdictions that make up the 48th District Court met at the courthouse. Mr. Dunn, Judge D'Agostini and Judge Barron presented the details of the court's budget request for the upcoming year. There was much discussion regarding the expenditures proposed, cost increases, sources of funding and related issues. Representatives from the seven jurisdictions questioned court staff on the proposed expenditures, and once again the issue came up regarding the long term funding of the 48th District Court. After approximately one and a half hours of heated discussion, a verbal agreement was reached, in concept only. The conceptual agreement was that the four political subdivisions of Bloomfield Hills, Keego Harbor, Orchard Lake Village, and Sylvan Lake would agree to contribute their statutory revenues to the funding of the court in years where the court's expenditures exceed revenues, to offset the additional costs to the current funding units of Birmingham, Bloomfield Township and W. Bloomfield Township. Given that the meeting was attended by the management staff and some elected officials for many of the jurisdictions, it was agreed in concept that Birmingham would prepare a draft memorandum of understanding for consideration by the four non-funding political subdivisions based on the conceptual agreement. It was then discussed that this could be executed by the political subdivisions and attached as an exhibit to an updated funding agreement between Birmingham, Bloomfield Township and W. Bloomfield Township, to ensure funding for the court would remain in place without the need for costly litigation.

City staff prepared draft language consistent with the verbal agreement reached on November 30, 2022, and distributed to representatives for all seven jurisdictions in December 2022 in order to obtain conceptual agreement from all jurisdictions. The understanding was that once all four political subdivisions respond that this is, in concept at least, what the jurisdictions coalesced around in November, Birmingham would prepare a complete draft of the agreement for legal review and potential approval from the elected bodies of Bloomfield Hills, Keego Harbor, Orchard Lake and Sylvan Lake.

Based on the positive response received from representatives of Bloomfield Hills, Keego Harbor and Orchard Lake, the attached draft Political Subdivision Distribution / Funding agreement was prepared and distributed to representatives from all 7 jurisdictions of the 48th District Court. Sylvan Lake had outlined several concerns in response to the draft agreement. City staff conducted a lengthy telephone conference with the City Manager of Sylvan Lake, and ultimately came to an understanding on January 13, 2023.

Accordingly, a revised draft of the Political Subdivision / Funding agreement was distributed for review and approval. In years when the 48th District Court's total expenditures exceed total revenues, the proposed agreement establishes that the four political subdivisions agree to contribute their statutory revenues to the funding of the court to offset the additional costs that will be allocated to the three funding units. This will thus reduce the amount the City pays to the court in years when the court's total expenditures exceed total revenues.

In January, all four political subdivisions committed to conduct a legal review of the revised draft of the Political Subdivision Distribution / Funding agreement, and to have their respective elected body consider approval of the agreement.

Since that time, the City of Orchard Lake Village has conducted a legal review and placed the 48th District Court agreement on their council agendas as a standing item. The City Commission for the City of Bloomfield Hills has reviewed the draft agreement and authorized the city to work with the other political subdivisions to finalize the agreement. Keego Harbor has completed their legal review of the revised draft of the agreement. However, all three municipalities are waiting on word from Sylvan Lake that they are in agreement with the revised draft of the Political Subdivision Distribution / Funding agreement distributed in January in response to concerns raised by Sylvan Lake. All are hesitant to have the revised draft of the agreement approved by their elected bodies until Sylvan Lake has signed off on the changes they requested. The City Manager for Sylvan Lake indicated that the city has been overburdened with other time-sensitive issues, and will complete the approval process with their council shortly. Once the City Council for Sylvan Lake has approved the agreement, Keego Harbor, the City of Orchard Lake Village and the City of Bloomfield Hills will bring the final draft of the agreement to their elected bodies for approval. The executed Political Subdivision Distribution / Funding agreement will then be attached as an Addendum to the existing funding agreement for the 48th District Court with Bloomfield and W. Bloomfield Townships.

2022 Case Load Breakdown by Jurisdiction

At the November 14, 2022 City Commission workshop, commissioners requested a breakdown of court usage based on the percentage of caseloads for each of the 7 communities. The breakdown was provided at that time using actual case counts for 2018 and 2019, as well as the draft 2021 case counts, to calculate a 3 year average (excluding 2020 due to the pandemic). Actual case load percentages have now come in for 2022, and are reported below. These are the case load percentages that will be used to estimate each funding units share of payments to the court in 2023. As noted in the chart below, Birmingham's share of case load has increased over the previous years.

Jurisdiction	Average % of Case Load (last 3 years, excluding 2020, draft 2021)	2022 Actual Case Load
Birmingham	24%	31.6%
Bloomfield Hills	10%	7.11%
Bloomfield Township	34%	25.19%
Keego Harbor	3.5%	1.76%
Orchard Lake	6%	6.21%
Sylvan Lake	2%	1.47%
W. Bloomfield	20.5%	25.07%

Pat Andrews Tribute Update

During a recent City Commission meeting, Commissioner Host stated the area intended for the tribute to Pat Andrews was too close to the intersection and should be moved further back onto the open Fire Station property. Follow [this link to read correspondence](#) between Fire Chief Paul Wells and City Manager Markus regarding the location of the tribute.

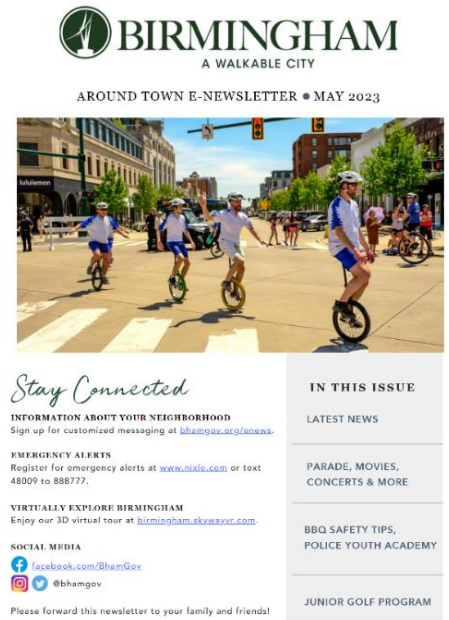
Communications

Around Town e-Newsletter

The communications team is working on the June edition of the Around Town e-Newsletter, which will include the Consumers Annual Report on Water Quality and information about summer events, Parks & Recreation bond projects, the inaugural Police Department Open House event, new businesses and more. Follow [this link to view the May edition](#) of the Around Town e-Newsletter.

Summer Birmingham Beat Newsletter

Residents will receive the summer edition of The Birmingham Beat newsletter around July 1, 2023. The communications team is working on the publication, which will feature information about the Ad Hoc Environmental Sustainability Committee, Day On The Town, Birmingham Cruise Event, barbeque safety tips and more.



BIRMINGHAM CITY COMMISSION - UPCOMING AGENDA ITEMS

Topics brought up by the Commission

Meeting	Topic	Commissioner	Staff Follow Up	Dates Addressed	Status (resolved/ongoing)
In Progress					
5/8/23	Parking Operations	Baller	CM to direct staff	5/8 Request to discuss parking operations at a workshop meeting	In progress
5/8/23	Woodward Noise	Host	Baller & Host	5/8 - Request to discuss noise on Woodward as an agenda item	In progress
2/27/23	Bench and Little Library for Pat Andrews	Host	Host	3/13 - commission to discuss further - staff working on plans and cost estimate 5/8 - Estimated costs provided, item referred to B. Host for fundraising	In progress
12/5/22	Mayor/Mayor Pro Tem Selection	McLain	CM to direct staff	12/19 - Motion to make a workshop. Workshop Scheduled 5/8 5/8- CC direct CM to have staff prepare language in the Commission Rules of Procedure to hold a workshop before the first meeting in Nov for purposes of selecting Mayor and Mayor Pro Tem	In progress
11/14/22	Renters Rights	M: Host	Mary	11/28 CC Discussion Scheduled - Voted to make a	In progress

				formal agenda item at the next available meeting 1/23/23 Tabled 4/24 Tabled, will bring back	
1/10/22	Leaf Blowers	M:Baller S:Host	Nick Dupuis	1/24/22 - make formal item 10/3/22 Workshop - staff given direction to return with recommendation 4/3 Baller brought up issue again, commission consensus that it is a topic for sustainability board 5/8- Host recommends leaf blowers as a CC agenda item.	In Progress
1/10/22	Commissioner Conduct	No vote	Commission Workshop	2/14/22 - Workshop 2/28/22 Directed CM to prepare Code of Conduct for future agenda 7/11/22 - Initial presentation to Commission by CA 2/13/23 - City Commission reviewed draft Code and will provide feedback to CM for future workshop 4/24 Memo June 5 - Workshop Scheduled .	In progress
Resolved					
4/11/22	BBCC - Mental Health Workshop - More time to talk	M: Baller S: Haig	Marianne Gamboa	4/25/22 - clarify commissioners intent 5/9/22 - added time on the agenda to discuss Tom directed staff to add mental health info in city publications	Resolved
5/9/22	Pickleball	Baller, no vote	DPS	Agenda item 5/23/22	Installed on 6-3-22
1/24/22	Social Districts	M: Schafer S: Boutros	Nick Dupuis/Jana Ecker	2/14/22 - make formal item 3/9/22 - Workshop 3/14/22 - Informally brought up by Host 6/20/22 Commission and Planning Board Discussed	No formal action taken by the Commission
5/23/22	Commission Meeting Start Time	Baller	Mary Kucharek	On agenda for 6/27/22 - Mary to draft generic ordinance language and discuss in july On agenda for 7/11/22 - Commission decided not to proceed	No changes for now
8/15/22	Birmingham Country Club	M: Host S: Haig	Fairbairn, Dupuis, Clerk's Office	8/29 - CC Discussion Possibly plan to write a letter, invite bham cc and twp to meeting to collaborate	Resolved, letter sent

				*Draft a letter	
8/15/22	Speed Bumps	M: Haig S: Host	Grewe/Brooks	8/29 - Staff report *Further study by MMTB *Report/Resolved in March Mgr Report 2023	Resolved
9/12/22	Banner	M: Baller S: Host	TBD	11/14 CC discussion scheduled	Completed
12/5/22	Lighting to sustainability board	Haig	Nick Dupuis	12/19 - Direction for staff to prepare list for Sustainability Board	To be explored by Sustainability Board
6/13/22	Sustainability Board	M: Schafer S: Host	Nick Dupuis	On agenda for 6/27/22 - direction for staff to draft requirements to establish board, coming back at next available meeting 10/3/22 Workshop - staff given direction to return with recommendation 1/23/23 - ad hoc board established	Resolved
1/10/22	Food Trucks	M: Host S: Schafer	Nick Dupuis/Jana Ecker	1/24/22 - CC req. more info 3/9/22 - Workshop 3/14/22 - Informally brought up by Host 6/20/22 Commission and Planning Board Discussed 6/27/22 - City Manager Directed to encourage food trucks at all city sponsored events, BSD events, and direct the BSD to organize a rotation of food truck events	Staff monitoring
4/25/22	Improvements in Information Provision and Methodology	M: Haig S: Baller	TBD	1/9/23 M: Haig, S: Host To continue discussion -Addressed in Jan 2023 CM report	Resolved
3/13	Community foundation (review former letter from Kucharek)	Baller	CM/Atty	4/3 - see prior advice from atty Commission voted to not pursue	Resolved
3/28/22	City Manager Selection Process	M: Host S: Boutros	Managers Office & HR	4/25/22 - direct to formal agenda item 5/9/22 - New Business Item 5/23/22 CM report 10/3/22 - motion for CM to conduct formal recruitment 10/25/22 - CM recruitment portfolio posted 1/9/23 - Scheduling Interviews	Resolved

				2/8&2/9 First round interviews 2/15 Meet & Greet March - Final Interviews & Direction from CC, contract negotiation March 13 - Ecker Appointed March 27 - Commission approved contract with Ecker	
1/9/23	Ad Hoc Senior Services Committee	M: Baller S: Longe	CM	2/13 Commission to discuss further - no action at this time, 3/13 Commission gave direction via resolution to discuss establishing an AHSSC 4/3 - Vote to formulate ad hoc board specs and bring back at next reasonable meeting	Resolved

Topics Failed

4/25/22	On Street Parking Study	M:Haig S: Host
4/11/22	Downtown Parking	M: Host S: Haig
3/28/22	Parking Matters	M: Host S: Haig
6/13/22	479 SOW (Doraid) PAD	M: Boutros

Topics With No Vote - Resolved

1/10/22	Unimproved Streets	Discussed during the Long Range Planning meeting.
2/28/22	Solidarity with Ukraine	City Manager arranged for exterior lighting at City Hall.

Topics With No Vote

5/9/22	-PAD ordinance/cleanup	Baller, no vote	No vote
5/9/22	-Policy for granting public space ODD/Valet	Baller, no vote	No vote

Department of Public Services

Spring Tree Purchase and Plant Project

The awarded contractor, KLM Landscape, began the Spring Tree Purchase and Planting project this month. One-hundred and forty-four (144) trees will be planted in total in the city's rights of way and parks. The project will be complete by mid-June.

Pickleball

The Crestview Pickleball court project is currently underway. The project will result in six (6) new Pickleball courts. Posted signage will be displayed onsite and includes designated time periods for open play along with rules explaining open play, the ability for residents to make reservations and instructions on how to do so, and rules of conduct for players. We anticipate the courts being available for play by Memorial Day, weather permitting.

Trail Improvements Update

As reported in the [November 2022 City Manager Report](#), MCSA Group prepared a preliminary concept design for trail improvements including the Booth Park corner feature, which was undergoing review, comment and feedback by various boards and the public.

This preliminary concept plan has been in front of the Multimodal Transportation Board, the Museum Board, the Martha Baldwin Park Board, the Parks and Recreation Board, sustainability liaisons from the

Planning Department and city departments. All feedback is currently being reviewed by staff and the architect. Appropriate modifications to the plan will be made in the short term and the concept plan will return to the Parks and Recreation Board at an upcoming meeting.

We are re-applying for round two of the MI Spark Grants, as we were not awarded funding for round one. We have applied for a pre-development grant through the 2023 Oakland County Parks and Recreation Community Park and Trail Grant program as well.

Engineering Department

2023 Construction Update

The following construction projects are underway:

- Westwood, Oak, and Raynald Project: Water main replacement and extended storm sewer are almost complete, and the cape-seal roadway starting afterward. Construction is anticipated to be completed in June.
- Parking Lot No. 5 Slope Repair: Fence installation occurred, and plant installation will occur at the end of the summer.
- 2021 Asphalt Resurfacing Program – Parking Lot No. 5: Construction Paving will start the week of May 15th, weather permitting
- Lincoln Hills Golf Course Tee No. 1 Tee-Box and Cart Path Improvements: The lower wall is completed with installation occurring on the second wall.
- 2022-2023 Cape Seal Program (Southeast corner of the City): Sidewalk installation occurred with the cape seal treatment starting after Memorial Day.
- Water Tower Maintenance and Coating:
 - o Derby Tank: Overcoat painting is occurring with the upcoming new logo installation.
 - o Hunter Tank: Repairs will start at the end of May with overcoat painting occurring in June with new logo installation.
- 2022 Concrete Sidewalk Program: The contractor is working on miscellaneous sidewalk repairs throughout the city, and the Ann Street sidewalk located on the west side of Ann Street between Landon Street to Lincoln Street.

The following construction projects are scheduled for the rest of the construction season:

- Cranbrook Road Non-Motorized Pathway Improvement Program: Construction is starting on June 12, 2023, for this project. A new 10-foot-wide shared path will be installed on the west side of Cranbrook Road from 14 Mile to Midvale, and a new sidewalk along:
 - o East side of Cranbrook Road from Northlawn Blvd. to Midvale Street
 - o South side of Lincoln Street from Cranbrook Road to Arden Lane
 - o 14 Mile from west City limits to Cranbrook Road
- 2023 Concrete Sidewalk Program: The contractor will start work at the beginning of July on the following items: residential area 6: Quarton Road to Maple Road, and western City limits to Lakeside Drive, downtown area 1A: Chester Road to N. Old Woodward, and Rouge River to Maple Road, ADA Ramps within the Downtown Area, miscellaneous repairs throughout the City, miscellaneous sidewalk repairs in Shain Park, installation of bicycle pads and racks in various locations throughout the City.
- Pierce Street Paving Project (14 Mile Road to Lincoln): Construction will start on the water main replacement in July.
- 2023 Asphalt Resurfacing Program: Construction will start on resurfacing in July on the following streets:
 - o Birmingham Blvd: Northlawn to Lincoln
 - o Smith Street: Cummings to Woodward Ave

- Grant Street: Bennaville Ave to Humphrey Ave
- Holland Street: Adams Road to Torry Street
- S. Old Woodward: Landon Street to Lincoln Street
- Redding Road (Lakepark Drive to Woodward Ave): Work includes water main replacement, sewer system improvements including new storm sewer outfalls, pavement replacement, and minor structural repairs to the bridge with streambank stabilization. The project is anticipated to start in the summer with completion in the fall.

Affected property owners will receive information about these projects. For more information please contact the Engineering Department at 248-530-1840.

Water Service Verification Program

As a reminder, the “In-Home/Business” water service line material needs to be determined as part of this program and included in the City’s reporting for the State of Michigan. Property owners can schedule an inspection by an authorized City Representative at 248-303-2292 or determine the in-home/business material themselves with the steps provided in the property owner letter.

Fire Department

Chief Wells becomes Vice President of Southeast Michigan Association of Fire Chiefs

On Thursday, May 11, 2023 Chief Paul Wells was sworn in as the Vice President of the Southeastern Michigan Association of Fire Chiefs (SMAFC). Southeastern Michigan Association of Fire Chiefs has made it their goal to promote the advancement and education of the fire service. This is Chief Wells’ third year on the executive board which covers the largest region in Michigan. The region covers all of Michigan east of Lansing and south of Midland. Chief Wells’ goal is to continue to work with local fire chiefs and State officials on fire safety codes, and funding for training, recruitment, and retention of firefighters.



Cost Recovery Funds

The fire department received \$22,776.40 in cost recovery for the extended mutual aid use of Ladder 1 at the Oakland Hills Country club fire last year. These funds were deposited into the fire department vehicle replacement fund for future use.

Planning Department

The Birmingham Plan 2040

On March 8, 2023, the Planning Board completed its review of the Birmingham Plan 2040 (“2040 Plan”) and provided a recommendation to the City Commission at a public hearing to adopt and approve in its entirety the Birmingham Plan 2040, inclusive of all maps, plans, charts, and other related matter, figures and the Future Land Use Map.

On April 3, 2023, the City Commission moved to set a public hearing date of May 22, 2023 to being the final review and approval process of the 2040 Plan per the requirements of the Michigan Planning Enabling Act.

On May 22, 2023, the City Commission will review the 2040 Plan at a public hearing, and any further happenings as it relates to the status of the 2040 Plan will be advertised accordingly.

All of the documents related to the 2040 Plan remain available on www.thebirminghamplan.com. You can also watch a recording of past meetings on the City of Birmingham website.

Planning Board

A tentative Planning Board list of scheduled items is provided below:

1. B1 Zoning District Commercial Permitted Uses – Public Hearing (6-14-23)
2. 33866 Woodward – Polestar – Final Site Plan & Design Review (6-14-23)

Multi-Modal Transportation Board

The Multi-Modal Transportation Board will be reviewing final concepts and begin to finalize a recommendation for S. Eton Road at their June 1, 2023 meeting.

Public Arts Board

Piano in the Park Painting was held Saturday, May 13, 2023. Final preparations for tuning and weather coating will be completed before the piano is placed in the park. Two new sculptures by Stanley Hank Marx were installed in Martha Baldwin Park. Flowers will be planted around the sculptures which will bloom in spring of 2024.

Sustainability

The Ad Hoc Environmental Sustainability Committee (ESC) held their first meeting on Monday May 15, 2023. At the meeting, the Planning Division set the stage for a busy 16 months of work ahead. As a reminder, the defined role of the ESC is to perform a greenhouse gas emissions study, and to draft a sustainability and climate action plan. In the meantime, the Planning Division has been busy attending trainings, webinars, and holding regular Green Group meetings to help ramp up sustainability practices in Birmingham and locate opportunities for available funding and support.

Police Department

Co-Re Program

The Birmingham Police Department's CoRe (co-response) program, which is a multi-agency interlocal agreement that pairs a certified social worker with officers, has been a very successful program. Our CoRe program has received significant praise locally and throughout the state. As a result, we have received several requests to present the CoRe program to promote the use of the interlocal agreements that have resulted in a highly successful program. On June 1, 2023, we will be presenting to the Michigan Association of Campus Law Enforcement Agencies (MACLEA). In August, our CoRe team will be presenting at the CIT (Crisis Intervention Team) International Conference which is being held in Detroit this year. Also, the Michigan Association of Chiefs of Police (MACP) has requested our CoRe program present at the annual winter chief's conference which will be held in Grand Rapids in early 2024.

Staff Update

The Birmingham Police Department would like to introduce two new police officers, Officer Megan Bade and Officer Andrew Howaniec, who have joined our department filling vacancies created by the resignation of an officer and the retirement of former Chief Mark Clemence.

Officer Bade was sponsored by our department while attending the Mott Community College Police Academy and graduated on May 4th. Officer Andrew Howaniec was previously a certified officer with the City of Waterford and started with our department on May 3rd.

Parking Systems Update

Financial

Beginning July 1, 2023 the rate for monthly parking at all five City garages will increase. The last time rates were increased was five years ago. The increase will help offset the cost of essential repairs and improvements, such as upgraded parking equipment, concrete repairs, ADA compliance upgrades, installation of LED lights, EV charging compatibility and more. The daily rates are not increasing and the two-hour free parking will still remain in effect. The table below shows the upcoming rate increase:

Location	Current Rate	New Rate
Chester Garage	\$50.00	\$70.00
Old Woodward	\$70.00	\$90.00
Park Garage	\$70.00	\$90.00
Peabody Garage	\$70.00	\$90.00
Pierce Garage	\$70.00	\$100.00

Construction

Repairs are expected to resume at the N. Old Woodard Garage starting in June. Included in the repairs will be continued concrete restoration, repairs to the handrails, painting of ceilings, walls and stairwell walls, and the installation of LED lights.

The entrance lane, exit lane, and island to the Woodward side of the N. Old Woodward Garage was removed and replaced. The old concrete had deteriorated causing issues with safety and resulting in significant pot holes. The new island will improve the customer experience significantly along with the installation of an overhead LED to make the alley where the island is located much brighter.

The Engineering Department plans to repave all of Lot 5 in early June.

Occupancy

APRIL AVG CAPACITY	
Chester Garage (880)	68.00%
Old Woodward (745)	68.00%
Park Garage (811)	66.00%
Peabody Garage (437)	66.00%
Pierce Garage (706)	74.00%

Future Agenda Items

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

Future Workshop Items

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



CITY MANAGER'S REPORT

June 2023

Baldwin Public Library

Independence Day

The Baldwin Public Library will be closed on Tuesday, July 4 in observance of the Independence Day holiday.

Library Board Update

The Library Board met on June 21, 2023 for its regular meeting. The board approved a 4% salary increase for all staff and approved an updated Pay & Benefits Schedule for FY2023-24.

Phase 3 Construction Project of the Library's Front Entrance

The project will start on Wednesday, July 5, 2023. A construction fence will be placed along Bates Street and Merrill Street, and signs will be placed on the fencing directing visitors to the north entrance. A temporary ramp will be placed on the north side of the building to make the Youth Terrace door fully ADA-accessible. As you walk into the new temporary entrance, two circulation workstations will be set up inside the door. The first station will face the door. The second station will be located next to the existing Youth self-check machine.

The curbside drop box will be temporarily moved to the north side of the building at the southwest corner of Martin and Bates street. One diagonal parking spot will be blocked off for drop box access.

Library Tour

If you'd like to learn even more about the library, join Library Director Rebekah Craft for a Behind the Scenes Tour. You'll visit staff areas, learn how items are added to the collection, and hear about new programs and services. The next tour will meet in the Library's vestibule on Wednesday, July 12 at 11:00 a.m.

Upcoming Events of Interest

Register for these programs and more at www.baldwinlib.org/calendar.

Parenting Strategy: Social Conflict & Communication for Elementary and Middle School Parents

Monday, July 10 at 7:00 p.m.

Hosted by Jessica Cortez, LMSW, founder of Bloomfield Child and Family Counseling. Jessica and her staff will discuss different parenting topics along with concrete strategies and insights for parents. Registration required.

Baldwin's Digital Library

Thursday, July 20 at 3:00 p.m.

Learn how to access premium resources with your Baldwin Library card including research databases, online classes, newspapers and magazines, streaming movies, and more.

Behind the Scenes of History: The Straits of Mackinac

Monday, July 24 at 7:00 p.m.

Visited by millions, Mackinac is a special place for many Michiganders. Andrew Kercher tells the incredible history from the indigenous peoples to fur trade and logging to 19th century battles to fudge production! What is it like to wear the wool uniforms and fire muskets for a living? Also, hear tales from behind the porch! What was it like to live on the island in the winter and work security for the Grand Hotel? Andrew is a Community Engagement Manager at Port Huron Museums and freelance lecturer. Before returning to academia, he lived in the Straits of Mackinac for nearly a decade. This is a hybrid event. Registration is required to receive the Zoom link.

The Birmingham Museum

The Birmingham Museum will be undertaking planned improvements in the John West Hunter Park along Willits during July, in accordance with its 2018 Master Landscape Plan. Phases 1 and 2 of a four-phase improvement project will begin, consisting of a barrier-free parking space and sidewalk along Willits to a seating area overlooking the pond. These improvements are funded primarily with federal dollars and will be ADA compliant. Landscaping is funded in part by the Rosso Family Foundation, and will include Michigan native wetland plants and trees to maintain the natural character of the park. Additional barrier-free pathways and a Rouge River overlook in the park are planned for Phases 3 and 4, which are anticipated to be constructed in fiscal year 2024-2025.

Birmingham Shopping District (BSD)

Notable Recognition

The BSD Board recognized Astrein's Creative Jewelers for 50 years in business in downtown Birmingham at its June Board meeting. Locally owned and operated by Richard and Gary Astrein since 1973, Astrein's has continued to provide exceptional personal service and products while sharing their time and resources to make the community a better place. Astrein's retires this month, and the City Commission will be recognizing them with a proclamation at the June 26, 2023 Commission meeting.

Rosé Soirée

The BSD launched its new restaurant promotion, the Birmingham Rosé Soirée, June 5-11, which offered 16 restaurants featuring dishes paired with rosé wines, cocktails and mocktails. A portion of each purchase went to Cap & Conquer, a local charity that breaks down financial and educational barriers for reducing hair loss during chemotherapy. Consumers were also able to enter for a chance to win a \$1,000 Birmingham Bucks E-gift card shopping spree. The winner will be announced this coming week, and follow up with restaurants is underway to find out their experiences and total donations to Cap & Conquer.

Movie Nights

The first Movie Night of the season was held June 9 featuring Encanto, and it was a huge hit! Over 1,000 people attended, and the weather was perfect. July 14 will be the Christmas in July feature of The Grinch with a special visit from Grinchy himself. A special thanks to our Movie Night sponsors, including presenting sponsor Wells Fargo Advisors; series sponsors Bank of Ann Arbor-Birmingham, Bloom Pediatrics and KW Domain; and sponsors Goldfish Swim School and TDR Orthodontics for all the free treats and giveaways.

New this year! Help us select the August 11 and September 8 movie titles by voting at <https://engage.bhamgov.org/movie-nights> by June 30.

Business Recruitment

The Business Development Committee is in the process of developing a business recruitment survey for Birmingham residents and downtown employees to participate in to gauge their business type needs and interests. This will be disseminated via the Engage platform and launched in late June/early July.

Advisory Committees

The BSD is establishing three new advisory committees to help expand its reach, communications and collaborations with specific industries and areas of the district, including tourism, restaurant and North Old Woodward. Those interested in participating in the advisory committees should contact the BSD Executive Director Cristina Sheppard-Decius at csdecius@bhamgov.org.

EV Charging Stations for Private Properties

The General Motors Dealer Community Charging Program is aimed to nearly double the number of level 2 charging stations in the United States and Canada for a total of 40,000 EV chargers to be installed. This initiative supports EV charger access in both urban and rural municipalities for residents and visitors alike. Flo, a charging station provider, has been selected to supply the EV chargers for the program. Charge EV/State Electric Company has been selected as a turnkey solutions provider for installation of EV chargers for the program throughout Michigan, the Great Lakes regions, and beyond.

The free program is being offered to municipalities, and also private property owners. An introductory Zoom meeting is being scheduled for the last week of June for any private property owner to learn more about what is being offered and the logistics necessary to install the stations. Here are a few quick points:

- The municipality/private property owners does not have to own, operate, or maintain the EV chargers;
- Offers publicly accessible EV chargers for residents and visitors to the community;
- The Flo CoRe+ Max 80A 19.2kW Level 2 EV chargers are dual port and pedestal mounted offering the maximum power output in a Level 2 EV charger; and
- The Flo EV charger accommodates all current and next generation EVs.

BSD Summer Calendar of Events

Birmingham Farmers Market	Every Sunday now until Oct. 29 at Lot 6
Movie Nights	July 14, August 11 and September 8 at Booth Park
Super Farmer Day @ Farmers Market	June 25
Day on the Town	July 29
Corn Festival @Farmers Market	August 6

Birmingham Cruise Event
Harvest Festival @Farmers Market

August 19
September 10

2023 Dashboard Metrics

Retail Occupancy Rate - 99% (out of 1.5 million sq.ft.)

Office Occupancy - 89% (out of 2 million sq.ft.)

10 New Business Openings in 2023 (10 more in process)

Commercial, Mixed-Use & Residential Development Projects In Construction/Planning - 12 projects totaling 827,727 sq. ft.

Building Department

RH Project Update

After receiving approval for the redesign of the building, the design team began developing the construction documents for the new building. Structural plans and calculations were provided on May 2, 2023 for review of the foundations and structural steel. The architect has indicated that full architectural, electrical, mechanical and plumbing drawings are being finalized and should be submitted by the beginning of July for our review and approval.

The review of the structural drawings is nearly complete and they will be approved soon. This approval will allow work to begin on the foundations and erection of the structural steel. We will begin our review of the architectural, electrical, mechanical and plumbing drawings as soon as they are submitted.

The construction manager has informed us that work on the foundations, concrete slabs and construction of the new stair and elevator shafts will begin around the second week in July. Erection of the structural steel is scheduled to start by the middle of October.

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 May, we processed 416 online permit applications bringing this year's total to 1655. Compared to the total permit applications last month and so far this year, 71% were processed online in May and 73% have been processed electronically this year.

City Clerk's Office

General Election on November 7, 2023

Birmingham will hold a general election on Tuesday, November 7, 2023. At this time, the ballot will include four Birmingham Commissioner seats and three Birmingham Library Board positions, all for four-year terms. Filing deadline for petitions and candidates is 4:00 p.m. on July 25, 2023. A .33 senior millage proposition will be on the November 7, 2023 ballot. Information regarding the senior millage will be available on the city's website in July.

City Commission and Library Board Candidate and Petition Information

City Commission and Library Board candidates must be registered voters and residents for at least one year before the November 7, 2023 election. Petition packets containing all the information needed to run for these positions are available at the City Clerk's Office during regular business hours. Candidates must complete the petition packet's required paperwork and collect more than 25 but not more than 50 signatures from Birmingham registered voters. Signers must print their names with their current address and date. A signer may only sign one petition for each available seat; in this election that means a single voter can sign no more than four City Commission petitions and three Library Board petitions. The Clerk's

Office must receive all candidates' paperwork no later than July 25, 2023 at 4:00 p.m., after which the Clerk's Office will review to ensure all petition requirements are met. The clerk cannot extend the filing deadline for any reason. For more information regarding petition and candidate filing please visit www.bhamgov.org/elections.

Absentee Voter Information

Voters who wish to vote absentee will need to fill out an Absentee Ballot Application. This application will be mailed out to anyone on the Permanent Absentee Application List in late August for the November 7, 2023 election. An application will need to be completed and returned to the Birmingham Clerk's office in order to receive the absentee ballot. If you are not on the permanent list, you can request an Absentee Ballot Application by going to www.michigan.gov/vote after August 24, 2023.

Absentee ballots will be mailed not earlier than September 28, 2023 to voters who submitted an application. Absentee ballots can be returned in person to the Clerk's office, in the dropbox located behind City Hall, or mailed to: City Clerk, P.O. Box 3001, Birmingham, MI 48012.

New Military and Overseas Voter Changes

The governor signed legislation on May 3, 2023 to allow additional time to receive absentee voter ballots from military and overseas voters. This change comes after Michiganders approved Ballot Proposal 22-2 to amend the state's Constitution last year. The new law states that absentee ballots from military and overseas voters will be counted if the ballot return envelope was postmarked on or before Election Day and received within six days following the election. Voters who are in the military or will be overseas during the November 7, 2023 election must apply for a MOVE ballot at <https://www.fvap.gov/michigan>.

Greenwood Cemetery Advisory Board

The next meeting for the Greenwood Cemetery Advisory Board will be Friday, July 7th, 2023 at 8:30 am. The board will receive a field survey report, consider the price of available plots for sale, and discuss another grave release. Additionally the board will discuss strategic planning and the draft annual report for 2022-2023.

Ethics Board

The Board of Ethics met on Friday, June 23rd, 2023, at 9 a.m. to review a new opinion request submitted by Commission Baller regarding the establishment and administration of foundations.

Mayor Pro Tem McLain, Ethics Board Chairperson James D. Robb, and City Clerk Bingham attended the first Detroit Board of Ethics Conference on May 16, 2023. Chairperson Robb sat on a panel regarding strengthening Ethics Ordinances and Enforcement. Other topics of the conference included rules of debate, improving the deliberation process, and Open Meetings Act laws.

Board Appointments

The City of Birmingham is looking for dedicated individuals who want to give back to their community by serving on one of our many boards or commissions. Birmingham's different boards and commissions make recommendations that shape the city's future. Serving on a board or commission is a great way to get involved in your community, meet new people and make a positive impact. Don't miss out on the chance to make a difference - go to www.bhamgov.org/boardopportunities to view all the available openings.

Board	Openings	Application Due by Noon	Interview/ Appointment at City Commission meeting 7:30 pm
Ad Hoc Aging in Place Committee	7 members	6/21/23	6/26/23
Advisory Parking Committee	1 large retail member term ending 9/1/2025	Until Filled	
Architectural Review Committee	1 regular member term ending 4/11/2026 1 regular member term ending 4/11/2025	Until Filled	
Birmingham Shopping District	1 business representative term ending 11/16/2026	Until Filled	
Birmingham Area Cable Board	1 regular member terms ending 3/30/2026 1 regular member term ending 3/30/2024 1 alternate member term ending 3/30/2025	Until Filled	
Board of Review	2 alternate members term ending 12/31/2025	Until Filled	
Board of Zoning Appeals	1 alternate member term ending 2/18/2026	Until Filled	
Brownfield Redevelopment Authority	1 Regular member term ending 5/23/2026 1 regular member Term ending 5/23/2024	Until Filled	
Ethics Board	2 Alternate members term ending 6/30/2026 1 Regular member term expiring 6/30/2026	ALT: 5/17/2023 REG: 6/21/2023	ALT: 5/22/2023 REG: 6/26/2023
Greenwood Cemetery Advisory Board	1 Regular member term expiring 7/6/2024	Until Filled	6/5/23

City Manager's Office

Ensuring a Smooth Transition

I have had the privilege of serving the citizens of Birmingham for the past 21 years in various capacities, and I look forward to serving as your new City Manager. During my time with the City, I have also had the privilege of learning from long-time City Manager Tom Markus, both during his original tenure with the City, and over the past two and half years of his most recent term. I am confident that the last several years of succession planning here in the City Manager's Office will result in a seamless transition as I take on my new role as your City Manager. On behalf of our City staff, we wish to thank Tom for more than 24 years of dedication and service to the City of Birmingham.

Over the next several months, my overarching goal will be to ensure that all of our departments continue to provide effective and efficient services to the public, and to ensure that all of our City staff is working together to meet the goals identified by the City Commission in our recently adopted Strategic Plan. Specifically, my goals for the next several months include the following:

- Close on the City's purchase of the YMCA property in early July
- Negotiate short term and long term leases with both YMCA and NEXT for current and future use after closing
- Work with YMCA and NEXT to begin concept space planning and needs for the future transition of the building to accommodate NEXT
- Select and purchase new budgeting software to increase transparency to the public and streamline the budget process
- Implement new credit card processing software for the public parking system
- Complete a draft Wayfinding Plan for City Commission review to integrate the new City logo into City signage (parks, parking facilities, gateway signs etc.)
- Develop new management team and provide leadership training
- Conduct team-building activities with staff to improve collaboration and enhance morale
- Upgrade building and systems to address safety and security concerns
- Establish the Ad Hoc Aging in Place Committee and commence demographic study, review of existing senior services and unmet needs, develop a City-wide action plan for senior residents
- Establish an internal AI Committee to explore the use of AI in our organization
- Continue sustainability efforts to improve City facilities and operations and prepare a Greenhouse Gas Emissions Plan

Over the next several weeks I am looking forward to meeting with each of the City Commissioners and working together to establish a well-defined chain of communication between the Commission and the Manager's Office to foster transparency, collaboration, and efficient decision-making. I encourage City Commissioners to reach out to me directly to discuss issues that arise, and to send all communications or questions for staff directly to me.

During my 21 years of service to the City, I have watched our City staff dedicate themselves to serving the citizens of Birmingham and provide a high level of service to our residents. In my new role as your City Manager I will ensure that the high level of professionalism and exemplary customer service from City staff will remain strong. I will continue to provide the City Commission with relevant and timely information and updates on City issues, happenings and projects, and any other matters requiring attention as they arise. Working together, we can build on Birmingham's existing strengths and assets to support the high level of service for which Birmingham has been known, and ensure that Birmingham continues to be a great place to live, work and play.

GovAlert Reminder

City Commissioners are reminded to refer residents to the GovAlert app when approached by residents who have a concern regarding the city. Concerns submitted via the GovAlert app are immediately distributed to the appropriate staff members for the most expedited response. The system enables the city to track data and provide a consistent, professional response to the complainant. When one commissioner delivers a concern to city staff on behalf of a resident, it may appear that the individual commissioner is personally solving the concern rather than as a part of a team of seven elected officials.

GovPilot instruction cards, sized to conveniently fit inside a wallet or pocket, continue to be available for distribution to residents and neighbors who wish to share a concern with the city. As always, residents are encouraged to use the GovAlert app or [website form](#) to submit non-emergency concerns to the city.

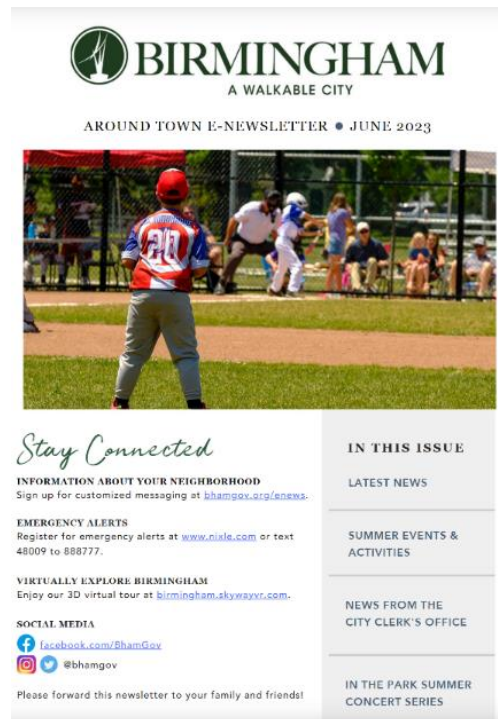
Communications

Around Town e-Newsletter

The communications team is working on the July edition of the Around Town e-Newsletter, which will include information about fireworks safety, Martha Baldwin Park sculptures, the inaugural Police Department Open House event, new businesses and more. Follow [this link to view the June edition](#) of the Around Town e-Newsletter.

Summer Birmingham Beat Newsletter

Residents and businesses received the summer edition of The Birmingham Beat newsletter last week. This edition features information about the Ad Hoc Environmental Sustainability Committee, Day On The Town, Birmingham Cruise Event, barbeque safety tips and more. Download a [digital version of the newsletter here](#).



BIRMINGHAM CITY COMMISSION - UPCOMING AGENDA ITEMS

Topics brought up by the Commission

Meeting	Topic	Commissioner	Staff Follow Up	Dates Addressed	Status (resolved/ongoing)
In Progress					
6/5/23	Discuss unimproved streets and infrastructure	M: Host S: McLain			In progress
5/8/23	Parking Operations	M: Baller S: Host	CM to direct staff	5/8 Request to discuss parking operations at a workshop meeting 5/22 - Motion by host, S: Haig passed to invite the APC to this workshop 5/22 - Enhance usability and aesthetics in the decks (Baller)	In progress
5/8/23	Woodward Noise	M: Host S: McLain	Baller & Host	5/8 - Request to discuss noise on Woodward as an agenda item 6/5 - Proclamation issued	In progress
2/27/23	Bench and Little Library for Pat Andrews	M: Host S: McLain	Host	3/13 - commission to discuss further - staff working on plans and cost estimate 5/8 - Estimated costs provided, item referred to B. Host for fundraising	In progress
11/14/22	Renters Rights	M: Host	Mary	11/28 CC Discussion Scheduled - Voted to make a formal agenda item at the next available meeting, no vote taken, staff was already working on the issue 1/23/23 Tabled 4/24 Tabled, will bring back	In progress
1/10/22	Leaf Blowers	M: Baller S: Host	Nick Dupuis	1/24/22 - make formal item 10/3/22 Workshop - staff given direction to return with recommendation 4/3 Baller brought up issue again, commission consensus that it is a topic for sustainability board 5/8- Host recommends leaf blowers as a CC agenda item. 6/5/23 Ordinance regulating leaf blower noise to be discussed at future meeting.	In Progress

1/10/22	Commissioner Conduct	No vote	Commission Workshop	2/14/22 - Workshop 2/28/22 Directed CM to prepare Code of Conduct for future agenda 7/11/22 - Initial presentation to Commission by CA 2/13/23 - City Commission reviewed draft Code and will provide feedback to CM for future workshop 4/24 Memo June 5 - Workshop Scheduled	In progress
Resolved					
12/5/22	Mayor/MPT Selection	McLain	CM to direct staff		Resolved 06/05/23
4/11/22	BBCC - Mental Health Workshop - More time to talk	M: Baller S: Haig	Marianne Gamboa		Resolved 05/09/22
5/9/22	Pickleball	Baller, no vote	DPS		Resolved Temporary courts installed on 06/03/22
1/24/22	Social Districts	M: Schafer S: Boutros	Nick Dupuis/Jana Ecker		No formal action taken by the Commission 06/20/22
5/23/22	Commission Meeting Start Time	Baller	Mary Kucharek		No changes for now 07/11/22
8/15/22	Birmingham Country Club	M: Host S: Haig	Fairbairn, Dupuis, Clerk's Office		Resolved, letter sent 08/29/22
8/15/22	Speed Bumps	M: Haig S: Host	Grewe/Brooks		Resolved 03/27/23
9/12/22	Banner	M: Baller S: Host	TBD		Completed 11/14/22
12/5/22	Lighting to sustainability board	Haig	Nick Dupuis		To be explored by Sustainability Board
6/13/22	Sustainability Board	M: Schafer S: Host	Nick Dupuis		Resolved 01/23/23

1/10/22	Food Trucks	M: Host S: Schafer	Nick Dupuis/Jana Ecker		Staff monitoring
4/25/22	Improvements in Information Provision and Methodology	M: Haig S: Baller	TBD	1/9/23 M: Haig, S: Host To continue discussion -Addressed in Jan 2023 CM report	Resolved 01/23/23
3/13	Community foundation (review former letter from Kucharek)	Baller	CM/Atty		Resolved 04/03/23
3/28/22	City Manager Selection Process	M: Host S: Boutros	Managers Office & HR		Resolved 03/27/23
1/9/23	Ad Hoc Senior Services Committee	M: Baller S: Longe	CM		Resolved 04/03/23

Topics Failed

4/25/22	On Street Parking Study	M:Haig S: Host
4/11/22	Downtown Parking	M: Host S: Haig
3/28/22	Parking Matters	M: Host S: Haig
6/13/22	479 SOW (Doraid) PAD	M: Boutros

Topics With No Vote - Resolved

1/10/22	Unimproved Streets	Discussed during the Long Range Planning meeting.
2/28/22	Solidarity with Ukraine	City Manager arranged for exterior lighting at City Hall.

Topics With No Vote

5/9/22	-PAD ordinance/cleanup	Baller, no vote	No vote
5/9/22	-Policy for granting public space ODD/Valet	Baller, no vote	No vote

Department of Public Services

Parks & Recreation Master Plan Update

This project was awarded at the [May 22, 2023 City Commission meeting](#). So far, we have had a kickoff meeting with internal city staff and McKenna representatives, and have scheduled park tours with the Parks and Recreation Board, city staff and McKenna. Public engagement will begin this month as well, with a field day event scheduled on Wednesday, June 28, 2023 at the In the Park Concert in Shain Park. Within the next week, a page on the City's website will include access to idea boards, a parks comment map, surveys and subscriber lists. A full project schedule will be available soon.

Pickleball

Crestview pickleball courts are now OPEN! Six (6) new pickleball courts are available during park hours from 6 a.m. – 10 p.m. Open Play (available to all on a first-come, first-served basis) is from 9 a.m. – 12 p.m. daily, and Birmingham residents may reserve courts between the hours of 12 p.m. – 8 p.m. daily. Rules of conduct and instructions on Open Play are posted onsite.

Ice Arena Summer Activities

Cool off during the heat of summer at the rink! We are offering a summer Learn to Skate Program, open skate for all ages, hockey camps, and rental of the main arena by the hour during the summer months at our year-round facility. Visit the [ice arena webpage](#) for more information.

Engineering Department

2023 Construction Update

The following construction projects are currently underway:

- Westwood, Oak, and Raynale Project: Water main replacement and extended storm sewer is complete; cape-seal roadway to begin soon. Construction is anticipated to be complete in June.
- Parking Lot No. 5 Slope Repair: Fence installation occurred, and plant installation will occur at the end of the summer.
- 2021 Asphalt Resurfacing Program – Parking Lot No. 5: Construction Paving began the week of June 19th.
- Lincoln Hills Golf Course Tee No. 1 Tee-Box and Cart Path Improvements: Wall installation is complete and the lower portion of the cart path is paved. The rest of the paving and restoration will be complete by the end of June.
- 2022-2023 Cape Seal Program (Southeast corner of the City): Sidewalk installation occurred with pulverizing of the roadway underway. Cape seal treatment will start during the week of June 19th.
- Water Tower Maintenance and Coating:
 - o Derby Tank: Repairs and overcoat painting with new logo installation has been completed.
 - o Hunter Tank: Repairs to the water tower have started with overcoat painting occurring in June with new logo installation.
- 2022-2023 Concrete Sidewalk Program: The contractor has started work on miscellaneous sidewalk repairs throughout the City, including the sidewalk located on the west side of Ann Street between Landon Street to Lincoln Street.
- Cranbrook Road Non-Motorized Pathway Improvement Program: Construction started on June 12, 2023. The contractor began work on 14 Mile and is working north.

The following construction projects are scheduled for the rest of the construction season:

- 2023 Concrete Sidewalk Program: The contractor will start work at the beginning of July on the following items: residential area 6: Quarton Road to Maple Road, and western City limits to Lakeside Drive, downtown area 1A: Chester Road to N. Old Woodward, and Rouge River to Maple Road, ADA Ramps within the Downtown Area, miscellaneous repairs throughout the City, miscellaneous sidewalk repairs in Shain Park, installation of bicycle pads and racks in various locations throughout the City.
- Pierce Street Paving Project (14 Mile Road to Lincoln): Construction will start on the water main replacement in July.
- 2023 Asphalt Resurfacing Program: Construction will start on resurfacing in July on the following streets:
 - o Birmingham Blvd: Lincoln Street to 14 Mile Road
 - o Smith Street: Cummings to Woodward Ave
 - o Holland Street: Adams Road to Torry Street
 - o S. Old Woodward: Landon Street to Lincoln Street
- Redding Road (Lakepark Drive to Woodward Ave): Work includes water main replacement, sewer system improvements including new storm sewer outfalls, pavement replacement, and minor structural repairs to the bridge with streambank stabilization. The project is anticipated to start in the summer with completion in the fall.

Affected property owners will receive information about these projects. For more information regarding these projects, please contact the Engineering Department at 248-530-1840.

Water Service Verification Program

As a reminder, the "In-Home/Business" water service line material needs to be determined as part of this program and included in the City's reporting for the State of Michigan. Property owners can schedule an inspection by an authorized City Representative at 248-303-2292 or determine the in-home/business material themselves with the steps provided in the property owner letter.

Fire Department

Fight for Air Climb

Congratulations to Battalion Chief Alan Soave, Battalion Chief Chris Deman, Lieutenant Mark Mischle, Firefighter Nick Soper, Firefighter Trevor Hulbert and Firefighter Owen Bachusz for their 2nd place finish in this year's annual American Lung Association Fight for Air Stair Climb at Comerica Park on May 21, 2023. Over 50 fire departments participated in the event this year. Firefighter Bachusz and Lt. Mischle led the way with 4th and 5th place overall respectively out of over 300 firefighters competing. Climbers have to wear all of their fire gear (which weighs over 60 pounds) while walking/running up and down all of the stairs on the upper deck of the stadium.



Physical Agility Test

This month all fire department personnel will complete the annual physical agility test. The department requires all firefighters to be physically fit in order to safely complete job duties. Firefighting, rescue, and emergency medical service work is very physically demanding. The annual test helps firefighters to know their abilities and work toward maintaining their fitness.

K12 Saw

The department recently purchased a new K12 saw (as seen on the left in the picture below). The new saw is battery powered, lighter, and can outperform the gasoline powered saw pictured on the right. The saw does not produce harmful fumes that can effect firefighters or a person being rescued on emergency scenes. These saws are used to cut concrete, metal, and wood. We appreciate the generous donation of the Gasow Veterinary Hospital from Romeo Plank Properties for allowing the fire and police departments to train on the building before demolition.



Human Resources

HR Generalist Position

The HR Department has successfully concluded interviews for the HR Generalist position. We appreciate the participation of all candidates and will provide further details regarding the selection soon. In the meantime, we are diligently reviewing our onboarding, hiring and recordkeeping processes to ensure compliance with state and federal regulations. Our objective is to streamline and expedite the time spent on these critical tasks. By optimizing our practices, we will enhance efficiency and create a smoother experience for both new hires and the HR team.

Bargaining Unit Contract Status

The American Federation of State, County and Municipal Employees (AFSCME) has reached a tentative agreement with the City, contingent on collective bargaining unit approval. After the members approve this tentative agreement, the agreement will go to the City Commission for approval.

The Birmingham Firefighters Association (BFFA) and the City are currently in the negotiation stage.

New Hires

The City of Birmingham extends warm congratulations to our newly hired employees from May 12, 2023 to June 12, 2023. Their skills, expertise, and enthusiasm are a valuable addition to our team. We welcome them to our organization!

BUILDING	SECRETARY A	WALKER, TERI	Full-Time
BUILDING	SECRETARY A	GIERALTOWSKI, LAUREN	Full-Time
CITY MANAGER	MANAGEMENT INTERN	McCarthy, John	Part-Time
GOLF COURSE	DPS TEMP LABORER	BACHELLER, NOAH	Seasonal
GOLF COURSE	DPS TEMP LABORER	GOTTESMAN, BRANDON	Seasonal
GOLF COURSE	DPS TEMP LABORER	STEHNEY, LAUREN	Seasonal
GOLF COURSE	DPS TEMP LABORER	SAWICKE, OWEN	Seasonal
GOLF COURSE	DPS TEMP LABORER	FLYNN, LAUREN	Seasonal
GOLF COURSE	DPS TEMP LABORER	MIKICIUK, CONNOR	Seasonal
GOLF COURSE	DPS TEMP LABORER	STAMELL, CHARLES	Seasonal
GOLF COURSE	DPS TEMP LABORER	RUTKOWSKI, JACK	Seasonal
DPS	DPS TEMP LABORER	HUNTER, LUCAS	Seasonal
DPS	DPS TEMP LABORER	MCLEOD, ANNA	Seasonal
DPS	DPS TEMP LABORER	KOSTELLO, HADLEY	Seasonal

DPS	DPS TEMP LABORER	ROBERTS, GRIFFIN	Seasonal
ICE SPORTS ARENA	CLERICAL ASSISTANT	ABELA, KATHERINE	Part-Time
LIBRARY	LIBRARY PAGE	Hollo, Samantha	Part-Time
BSD	BSD INTERN SPECIAL EVENTS & MKTNG	DAVIES, MICHAEL	Seasonal

Hiring Anniversaries

The City of Birmingham celebrates the hiring anniversaries of several employees this month. Their unwavering commitment, hard work, and genuine compassion have left a profound and lasting impact on our community. We extend our heartfelt appreciation for their exceptional service and unwavering dedication.

Years Served	Employee	Department and Position	
1	ISAACSON, WILL	POLICE	POLICE OFFICER
1	DOLLAND, KELLY	CLERKS	PART-TIME CLERICAL ASSISTANT
1	ROBERTS, JOSEPH	POLICE	POLICE OFFICER
2	NOBLE, GRACE	LIBRARY	LIBRARY ASSISTANT
2	MALEK, EMILY	LIBRARY	LIB SUBSTITUTE LIBRARIAN
2	PAREDES, ANTHONY	POLICE	POLICE OFFICER
2	HULBERT, TREVOR	FIRE	FIRE / AEMT
4	NEUVILLE, RYAN	FIRE	FIRE / AEMT
4	JENNINGS, JOAN	LIBRARY	LIBRARY ASSISTANT
4	BEHRENS, MELISSA	LIBRARY	LIBRARIAN PT
5	DAVIS, TIMOTHY	DPS	SSW ASSISTANT FOREMAN
5	TERMAN, ROBBIE	LIBRARY	LIB SUBSTITUTE LIBRARIAN
6	LEIBOLD, ROSS	DPS-PARKS	DPS TEMP LABORER
6	JENNINGS, H L	LIBRARY	LIBRARY DEPARTMENT HEAD
6	BERTALA, NADIA	LIBRARY	LIBRARY PAGE
7	GRANROTH, JASON	FIRE	FIRE / AEMT
7	DUFFEY, GWYNN	FINANCE	PAYROLL/OFFICE COORDINATOR

9	DEBANO, JAMIE	POLICE	POLICE DISPATCH MANAGER
10	FREELS, BRIAN	FIRE	FIRE LT/AEMT
10	HITCHCOCK, JR, KENNETH	POLICE	CLERK/TYPIST B
11	MANIGOLD, DOUGLAS	BUILDING	ZONING OFFICER
20	HUGHES, THOMAS	FIRE	BATT CHIEF
22	ROSETT, EDWARD	BUILDING	ELECTRICAL INSPECTOR
23	WALD, GREGORY	POLICE	POLICE CAPTAIN
24	JOHNSON, BRUCE	BUILDING	BUILDING OFFICIAL

Employment Opportunities

The City is currently accepting applications for the following positions. To submit an application or for more information go to www.bhamgov.org/jobs.

Clerk's Office	Deputy City Clerk	Full Time	Closing June 23, 2023
Community Development	Secretary A	Full Time	Until Filled
Community Development	Plumbing Inspector	Full Time	Until Filled
DPS	P&R Seasonal Laborer	Seasonal	Until Filled
DPS	Fleet Mechanic	Full Time	Until Filled
DPS	Ice Arena Concessions	Part Time	Until Filled
DPS	Parks and Forestry Operator	Full Time	Until Filled
DPS	Streets/Sewer/Water Operator	Full Time	Until Filled
DPS	Golf Course Maintenance & Clubhouse	Seasonal	Until Filled
Engineering	Construction Engineer	Full Time	Closing June 19, 2023
Fire	Firefighter	Full Time	Until Filled
Managers Office	Communications Specialist	Part Time	Closing June 23, 2023
Police	Parking Enforcement Assistant	Part Time	Until Filled

Police	Dispatcher	Part Time	Until Filled
Police	Police Officer	Full Time	Until Filled
Treasury	Treasury Secretary C	Full Time	Until Filled

Planning Department

Setting the Record Straight – Residential Lot Areas Less than the Zoning Ordinance Minimum

The City has received public comment expressing concern regarding the construction of single family homes on lots that are less than the Zoning Ordinance minimum lot area requirements. Much of this commentary occurred during master plan hearings with the Planning Board and City Commission.

Birmingham's single family zoning districts consist of R1-A, R1, R2, and R3. Article 2 of the Zoning Ordinance specifies a minimum lot area for each zone; R1-A requires a minimum lot area of 20,000 SF, R1 a minimum of 9,000 SF, R2 a minimum of 6,000 SF, and R3 a minimum of 4,500 SF.

The minimum lot area requirement of the Zoning Ordinance does not apply to single family dwellings on originally platted lots. Section 102-51 of the Municipal Code allows the Building Official to approve a single family dwelling on a single platted lot, provided that the minimum requirements of the Zoning Ordinance (Chapter 126) are met, excluding minimum land area requirements. [Section 102-51 of the Municipal Code](#) reads as follows:

The division of any platted lot, outlot or other parcel of land in a recorded plat is prohibited unless such division is first approved by the city commission.

The following exceptions may occur:

(1) The building official may permit a single family dwelling to be located on a single platted lot, without approval by the city commission, provided the minimum requirements of [Chapter 126](#) of this Code are met, except as excluded below:

a. Such platted lot as described above, shall not be required to meet the minimum land area requirement of [Chapter 126](#) of this Code; and,

b. Such platted lot is excluded from the lot width requirements of this Chapter.

(2) Where there are two or more, platted lots, or portions thereof, under single ownership, which have not been reduced from the original platted lot dimensions, the building official may, without approval by the city commission, accept the boundary adjustment and may permit a single family dwelling to be located on each platted lot, provided the following conditions are met:

a. The resulting lots comply with the minimum requirements of [Chapter 126](#) of this Code, excluding minimum land area; and

b. The resulting lots comply with other ordinance requirements stated herein, excluding lot width

Chapter 102, Article III, "Subdivisions" of the Municipal Code was amended on April 9th, 2001 with the intent of clarifying development allowed on a single family lot that is deficient in the required minimum

land area of the zone district. The City Commission memo for the April 9, 2001 Public Hearing containing all relevant minutes can be [downloaded here](#). The attachments from 2001 also include an illustration of “buildable lots”.

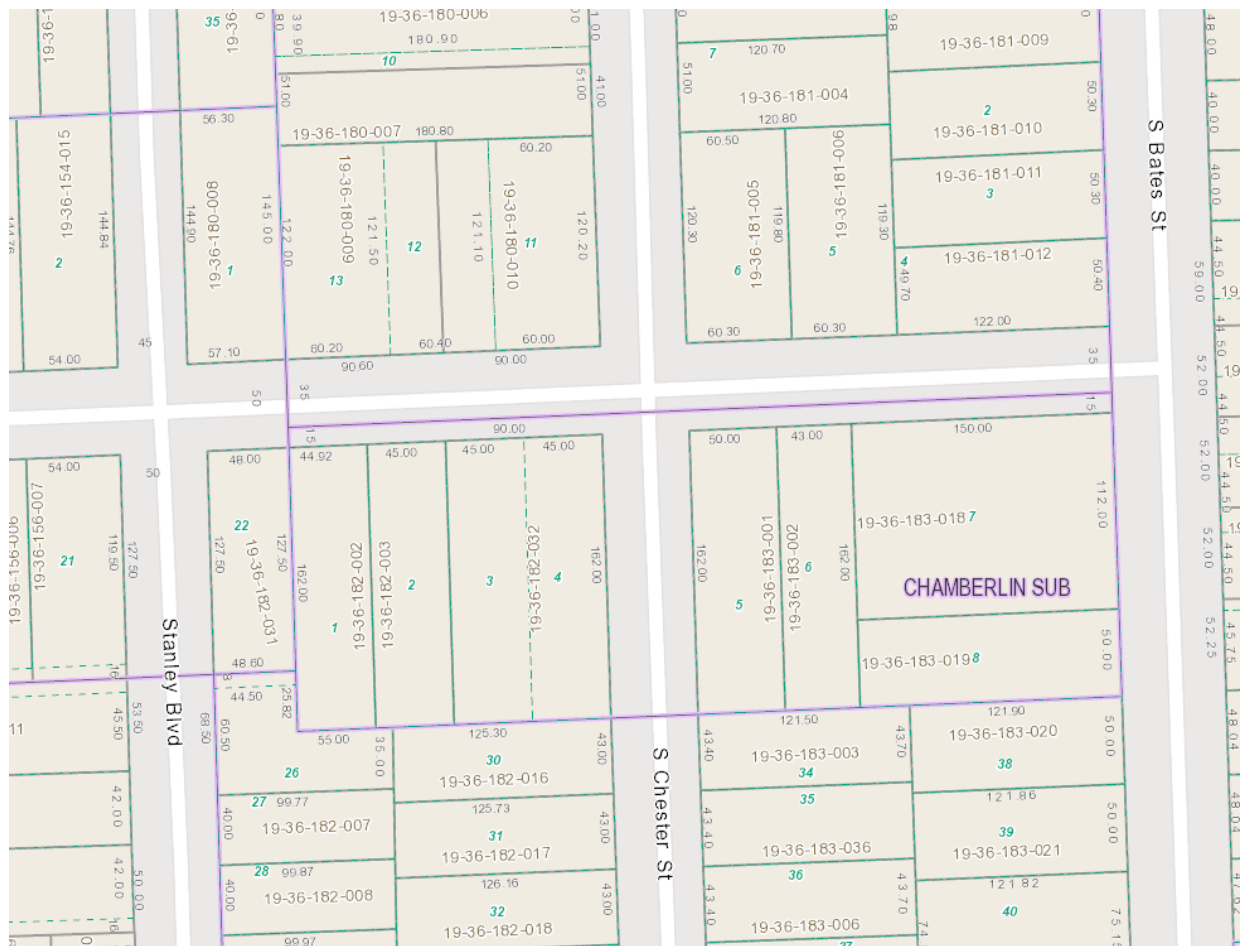
There are examples of single family dwellings on lots less than the minimum land area required by the Zoning Ordinance in all single family zoning districts throughout Birmingham. If such homes were to be destroyed, the Municipal Code would allow a new home to be constructed on the lot, given that the Building Official may permit a single family dwelling on a single platted lot (provided that it satisfies the requirements of the Zoning Ordinance, **excluding minimum land area requirements**).

The City of Birmingham and Oakland County have records of original platted lots. Such lots can be viewed in comparison to the current parcel size on [Oakland County Property Gateway](#). Existing parcel lines are indicated in solid lines while original platted lot lines that do not line up with parcel lines are indicated in dashed lines. An example of the Oakland County database portraying parcel boundaries and original platted lot boundaries is included below.

The minimum lot area requirements of the Zoning Ordinance come into play when property owners apply to move parcel boundaries that do not align with the boundaries of an original platted lot. Moving a parcel boundary to a location different than an original platted lot requires lot division approval from the City Commission. One of the standards of approval is that the lot conforms to all requirements of the Zoning Ordinance.

Example from Oakland County Property Gateway

- Solid Line = Parcel boundary aligns with original platted lot
- Dashed Line = Original platted lot boundary within existing parcel
- Number = Recorded lot record within each plat (eg. Chamberlin Subdivision, Lot #7)



Planning Board

A tentative Planning Board list of scheduled and/or recently completed items is provided below:

1. Health Club/Studio Use in B4 Zoning District – Study Session
2. 33866 Woodward – Polestar – Final Site Plan & Design Review

Historic District Commission & Historic District Study Committee

On June 7, 2023, the Historic District Commission (HDC) moved to recommend approval to the City Commission a set of historic design guidelines that will aid the HDC in its review of all historic properties and all development in historic districts. After the City Commission reviews the recommendation and takes action, the consultants (Kraemer Design Group) plan to hold one final engagement session to help the HDC introduce the guidelines to the public.

As for the Historic District Study Committee (HDSC), the Preliminary Historic District Study Committee Report for 1238 Buckingham is nearing completion and will be on to the next stages of review as outlined in Chapter 127 of the City Code. Next steps include transmittal to the Planning Board, State Historic Preservation Office, Michigan Historical Center, and other related bodies. After that review, at least two public hearings will be held, one of which will be at the City Commission.

Multi-Modal Transportation Board (MMTB)

After multiple meetings and public workshops regarding the S. Eton resurfacing design between Yosemite and 14 Mile, the MMTB recommended a roadway design to the City Commission. City staff anticipates that this item and recommendation will appear before the City Commission in July following an open house for public comment on a final plan view.

North of Lincoln Ave, the design consists of pedestrian bumpouts on the east side of the road in the Rail District, and parking spaces set back 30 feet from any intersection or crosswalk in order to increase visibility for turning movements onto S. Eton. The number of parking spaces would be reduced from 51 to 28 spaces with the recommended setback. Painted bike lanes are also recommended to be 5 feet wide on each side of the road so that cyclists can travel with the direction of traffic. A number of options were evaluated with various buffers and designs, however the MMTB determined that maintaining on-street parking while providing pedestrian bumpouts and increasing intersection visibility were top priorities.

South of Lincoln Ave, the MMTB recommended extending designated bike lanes from Lincoln Ave to 14 Mile. Such a design would involve moving the curb back 5 feet on the east side of the road and 8 feet on the west side of the road where on-street parking exists. The current right-of-way between the sidewalk and road is approximately 25 feet between Lincoln Ave and 14 Mile on S. Eton – this would be reduced from 5 to 8 feet.

Public Arts Board (PAB)

The PAB is anticipating two sculpture installations in the month of July, one between Woodward Ave, S. Old Woodward, and Haynes, the other at Fairview Park. The PAB is also beginning to coordinate with the BSD on an art walk scheduled for October of 2023.

Sustainability

The Environmental Sustainability Committee (ESC) held their second meeting on Monday, June 12, 2023. The ESC reviewed a timeline for completion, which included the public engagement activities that are planned. In addition, the ESC approved a survey that will be distributed on the Engage Birmingham platform at the end of June 2023 to help guide the public engagement and the eventual drafting of the plan. Meanwhile, the Planning Division continues to work diligently on the detailed data requests that are required for the Greenhouse Gas Emissions study.



Police Department

Regional Youth Police Academy

Starting on June 26th, the first-ever Regional Youth Police Academy will begin. Twenty-one participants have signed up to be part of this inaugural academy class. Participants will receive training in a variety of police related topics with instructors from Birmingham, Bloomfield Township, Rochester, and Auburn Hills police departments.

Inaugural Police Open House

On Saturday, July 29th, in conjunction with the Day on the Town special event, the police department will hold its first ever Open House. The Open House will include a children's bike rodeo, vehicle displays, and a drunk driving simulator. There will be demonstrations from our evidence technicians, the Fire Department on vehicle extractions, the Michigan State Police Bomb Squad, and the Oakland County Sheriff's Drone Program. Attendees will observe and participate in these programs and more. And don't miss out on an opportunity to dunk one of Birmingham's finest in the dunk tank. Donations will be suggested for your chance to dunk an officer with proceeds benefiting the Special Olympics.

Office of Highway Safety Planning Grant Funding

The Police Department recently applied for grant funding through the Office of Highway Safety Planning (OHSP) for traffic investigation equipment and speed measuring devices. Additionally, the request included funds for traffic overtime to address issues on Woodward Avenue. We have received notice that OHSP has approved our grant funding for the amount of **\$80,187.13** for FY2024 starting on October 1, 2023, which consists of the following:

1. Personnel costs for Woodward traffic OT - **\$28,548.73**
2. Equipment costs (2 LIDAR units, 1 accident investigation forensic mapping tool, and combined radar message sign/trailer) total value - **\$51,638.40**

Parking Systems Update

Operations

Bumper blocks have been put into place on the roof of the Park St. Garage to assist in preventing donuts and burnouts that often take place on the weekends.

Construction

Repairs resumed at the N. Old Woodward Garage on June 12th. Repair work includes concrete restoration, handrails, painting of ceilings, walls, and stairwell walls, and the installation of LED lights. Construction is expected to last through October.

The Engineering Department will repave all of Lot 5 in June.

Occupancy

Monthly average occupancy shows the total average occupancy of each garage for the total month, not the occupancy of each garage at its busiest moment. The averages may be different from previous months now that new parking equipment has been installed and new baseline data is being determined.

MAY AVG CAPACITY	
Chester Garage (880)	28.00%
Old Woodward (745)	28.00%
Park Garage (811)	23.00%
Peabody Garage (437)	38.00%
Pierce Garage (706)	76.00%

Future Agenda Items

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

Future Workshop Items

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