



CITY MANAGER'S REPORT

June 2022

Baldwin Public Library

Library Board Update

The Library Board met on June 20 for a regular meeting. The Library Board approved updates to the Purchasing Guidelines and eliminated the Library's 2003 Ethics Policy in favor of adopting the City's Code of Ethics. During the past fiscal year, all 26 of Baldwin's governing policies have been reviewed and updated.

Phase 3 Expansion and Renovation Update

Design Development of the Phase 3 expansion and renovation of the front entrance and circulation area continues. The architects from Merritt Cieslak Design presented the project plans to the Historic District Commission on June 15 and to the Planning Board on June 22.

Summer Reading Program

Baldwin's annual summer reading program kicked off on June 10. The summer reading program is open to all ages and you can find more information at www.baldwinlib.org/summer-reading.

Behind the Scenes 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 20 at 2:00 p.m.

The Birmingham Museum

Museum Temporary Closure

The Birmingham Museum will be closed to the public until August 9 during the Allen House upper window restoration project. Museum staff and artifacts will be moved out of the second floor of the museum due to the need for lead mitigation during the project. Staff will be actively maintaining social media, assisting patrons with research, working with the collection on the lower level, and developing a new exhibit from a temporary office off site, thanks to the Baldwin Library. While the disruption is significant, the project is being hailed by the Historic District Commission as "an

invaluable, comprehensive and replicable resource for historic preservation projects across the City.”

Birmingham Shopping District (BSD)

Birmingham Farmers Market

The Birmingham Farmers Market kicked-off its 20th season on Sunday, May 1 in Public Parking Lot 6. On June 26, 2022, Birmingham Farmers Market will celebrate Super Farmer Day, and super heroes will be on site to visit with children, along with our very own superheroes with the Birmingham Police and Fire Departments. The market will be open every Sunday from 9 a.m. – 2 p.m. through the end of October.

Executive Director Recruitment Process

The first round of recruitment for the Executive Director position with the BSD closed on June 10, 2022. All applications submitted have been reviewed and BSD Board members and City staff will be conducting candidate interviews after July 4th, 2022. Assistant City Manager Jana Ecker will continue to serve as Interim Executive Director of the Birmingham Shopping District until a permanent Executive Director is hired. During summer vacation season, Assistant to the City Manager Melissa Fairbairn will act as Interim Executive Director if Ms. Ecker is out of the office.

July Special Events

Summer fun continues with movie nights at Booth Park each month. On July 15, 2022 Home Alone will be shown in Booth Park, with activities starting at 6:30pm, movie starting at 7:30pm.

The annual Day on the Town event will be held this year on July 30, 2022, from 9:00 a.m. – 6 p.m. Join us for the biggest retail event of the year and browse unique and discounted high end merchandise in stores and on the streets and sidewalks throughout downtown Birmingham.

Building Department

Monthly Report

The [Building Department's monthly report](#) provides an update on the following construction activity: building permits issued, building inspections conducted, trades permits issued and trades inspections conducted. In May, we processed 466 online permit applications, totaling 1,871 applications so far in 2022.

Woodward Dream Cruise Preparations (August 20, 2022)

In preparation of the Dream Cruise this year, the Building Department is coordinating with other departments to streamline our event procedures and start working to alleviate the confusion of previous years. There have been meetings to discuss and better understand each department's roles and responsibilities so that we can start to develop clear procedures. We have already been able to replace four separate Community Development applications (Tent, Temporary Use, Temporary Sign, and Temporary Structure) with a single Dream Cruise application. We are now in the

process creating an applicant packet that will provide Dream Cruise vendors with the applications, requirement documents, points of contact, and submission instructions. It is our goal to gather feedback post-event and continue to simplify these processes every year.

Congratulations, Mike Morad

Mike Morad was recently reappointed to the Southeast Michigan Building Officials & Inspectors Association Board of Directors! The reappointments and swearing in were held at last month's monthly meeting.



City Clerk's Office

2022 August State Primary

Registration Deadlines

To register to vote in Birmingham, an individual can submit a form in person, by mail, or drop box at the Clerk's office. Residents may also register to vote at any Secretary of State Branch Office, at www.expressSOS.com, or at www.mi.gov/vote. Voter registration applications are available at bhamgov.org/vote.

The deadline to register to vote in any manner other than with the City Clerk's Office is 15 days before the election (July 18, 2022). Voters may register up through Election Day in-person at the City Clerk's Office with proof of residency. The City Clerk's Office is open Monday - Friday, 8:00 a.m. - 5:00 p.m., and the Saturday immediately preceding an election 8:00 a.m. - 4:00 p.m. to register voters and issue absent voter ballots.

Absentee Voters

AV Applications have been sent to the 9,000+ voters on the Permanent Absentee Voter List. Absentee Ballots are expected to be mailed out around June 24, 2022. Absentee

ballots can be requested by mail if received by 5:00 p.m. on July 29, 2022. Absentee ballots can be picked up in person up to 4:00 p.m. Monday, August 1. Absentee ballots can be requested through the Clerk's office or at mi.gov/vote.

Federal Post Card Application (FPCA) - out of country absentee voting

The office has also been processing FPCA (out of country absentee voting) applications. These are for voters who will be out of the country and will need their ballot sent by email or mail overseas. The Clerk's Office will begin sending the first batch of FPCA ballots on June 18, 2022.

Ballots

A sample ballot can be viewed at www.mi.gov/vote. Races for the August 2022 State Primary ballot in Birmingham include:

State:

- Governor
- State Senator, District 8
- Representative in Congress, District 11
- Representative in State Legislature, Districts 5, 19, and 56

County:

- County Commissioner, Districts 1 and 19

City:

- Precinct Delegates to County Conventions of the Democratic and Republican Parties

Election Inspectors

The Clerk's Department relies on many election workers to ensure a smooth election. The Clerk's office contacted past election inspectors and the communications team sent out news blasts with information on applying to work at the August 2022 election. The Clerk has scheduled training dates in July for election workers to receive training on Basic Election Training, Electronic Poll Book, Absent Voter Counting Board, Receiving Board, and Chair/Co-Chair Training. Persons interested in applying to be an election worker can go to www.bhamgov.org/electioninspectors.

Board and Commission 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:	INTERVIEWS/APPOINTMENTS:
Historic District Study Committee (3 Regular Members)	6/27/2022
Board of Ethics (1 Regular Member)	6/27/2022
Hearing Officer (1 Regular Member)	6/27/2022
Museum Board (2 Regular Members)	6/27/2022
Greenwood Cemetery Advisory Board (2 Regular Members)	7/25/2022
Advisory Parking Committee (4 Regular Members)	8/29/2022
Birmingham Area Cable Board (1 Alternate Member)	Until Filled
Board of Building Trades Appeals (3 Regular Members)	Until Filled
Board of Zoning Appeals (1 Alternate Member)	Until Filled
Brownfield Redevelopment Authority (2 Regular Members)	Until Filled
Public Arts Board (1 Alternate Member)	Until Filled
Storm Water Utility Appeals Board (1 Regular, 2 Alternate Members)	Until Filled
Triangle District Corridor Improvement Authority (2 Regular Members)	Until Filled

For details, visit www.bhamgov.org/boardopportunities.

Greenwood Cemetery

At the June 3, 2022 meeting of the Greenwood Cemetery Advisory Board (GCAB), the board discussed the Policy for Approving and Installing Markers for persons of historical significance and discussed items to be included into the 2021-2022 Annual Report. The next GCAB meeting will be held on July 1, 2022.

City Manager's Office

Communications

Around Town e-Newsletter

The communications team is working on the July edition of the Around Town e-Newsletter, which will include our Meet the Staff video, election news, Parks and Recreation bond project updates, city and county park information, summer events and more. [Follow this link](#) to view the June edition of the Around Town e-Newsletter.

Summer Edition of the Birmingham Beat

The summer edition of the Birmingham Beat will arrive in mailboxes during the week of June 20th. This edition features the annual water quality report and an update about summer events, fireworks safety tips, the auxiliary police officer program, driveway alteration/replacement information and more. Follow this [link to download the newsletter](#).



Virtual Tour of the Birmingham Ice Arena

Join Department of Public Services Director Lauren Wood and Recreation Coordinator Connie Folk on a [virtual tour of the renovated Birmingham Ice Arena](#). Thank you to IT & Media Specialist Jamil Kim for producing this video!



YSEALI Fellowship

The Manager's Office is excited to welcome Martinha da Conceição Amaral for the months June and July. Martinha is part of the [YSEALI](#) Professional Fellowship program sponsored by the U.S. State Department and ICMA. Martinha is from Timor-Leste where she works for the nation's Environmental Authority as a consultant. While in Birmingham, she will be meeting with regional sustainability experts and researching storm water and wastewater management.



Timor-Leste

Engage Birmingham



Cast Your Vote for the Party Room Mural at the Ice Arena

The city received entries from many talented artists for the Ice Arena Party Room Mural Contest. The designs are in and it's time to vote! The design with the most votes will be selected for the party room wall in the newly renovated Birmingham Ice Arena. Follow this [link to cast your vote](#) on Engage Birmingham.

Sustainability Initiatives

Gabriel Khouri, a lifelong resident of Birmingham and Cranbrook senior, recently completed a three-week internship in the City Manager's office prior to his graduation. Gabe is passionate about sustainability measures such as electric vehicle charging stations, flood mitigation, and energy efficient infrastructure. Following his research, he assisted with creating a survey regarding the city's future Climate Action and Sustainability Plan. Access the [survey and share your feedback](#) on Engage Birmingham.

Human Resources

City Engineer

We are pleased to announce we have hired Melissa Coatta to become our new City Engineer. Ms. Coatta brings with her more than twenty years of experience as a professional engineer, with a focus on civil engineering projects.

Parking System Manager

Our incumbent Parking System Manager recently submitted his resignation notice, but

recommended a highly qualified candidate who has already been selected to fill that role before the end of June. Our new Parking System Manager, Aaron Ford, has managed parking systems for more than twenty years.

BSD Director

The Human Resources department is reviewing applications from the BSD Director recruitment, and will hold interviews in late June to early July.

Accounting Administrator

The vacancy for Accounting Administrator has been internally filled by a promotion for Morgan Webb from our Treasury Department, which creates a new vacancy for Senior Clerk/Cashier. Ms. Webb has a Bachelor's degree in Finance, and has been with the City for two years.

Various Position Updates

The Seasonal Public Works Inspector positions have been fully filled with the hire of Kameron Dimitry, who comes to Birmingham after twenty-four years with the City of Dearborn. Interviews are also coming up for the Plumbing Inspector and Operator positions. Candidates for the part-time Police Dispatcher vacancy have completed interviews and are undergoing the selection process. Currently, 47 hires are currently completed or pending through the Golf Course seasonal program.

Staff & Vacancy Update

Department	FT & PT Staff Estimate	Current Vacancies/Hiring	Percentage Staffed	Vacancies Filled Since 2020	Notes
Birmingham Shopping District	5	BSD Director	80%	7	Director vacancy open
Clerk's Office	5	-	100%	5	
Building	17	-	100%	1	Hiring transitional Plumbing Inspector.
Engineering	8	City Engineer Engineering Intern Pub. Wks. Insp.	63%	6	City Engineer starts in July
Finance / Treasury	14	Accounting Admin	93%	5	Internal promotion
Fire	35	-	100%	10	
Information Technology	4	-	100%	2	
Maintenance	2	-	100%	1	
Manager's Office / Communications / HR	6	-	100%	6	
Museum	3	-	100%	0	
Parking System	9		10%	1	Hiring plan in FY 22-23
Planning	7	-	100%	4	
Police	71	PT Dispatcher	100%	11	Dispatch selection upcoming
Public Services	56	Streets & Parks Operator (3)	TBD	8	Interviews Upcoming
Golf Seasonal	N/A	Golf Seasonal Labor	N/A	47 (Hired, or in hiring process)	Hiring ongoing

Commission Items for Future Discussion

Meeting	Topic	Commissioner	Staff Follow Up	Dates Addressed	Status (resolved/ongoing)
6/13/22	479 SOW (Doraid) PAD	Boutros			Motion failed
6/13/22	Sustainability Board	Schafer (had handout)		On agenda for 6/27/22	In progress
5/23/22	Commission Meeting Start Time	Baller		On agenda for 6/27/22	In progress
5/9/22	PAD ordinance/cleanup	Baller, no vote			
5/9/22	Policy for granting public space ODD/Valet	Baller, no vote			
5/9/22	Pickleball	Baller, no voter	Lauren Wood	Agenda item 5/23/22	Installed on 6-3-22
4/25/22	Improvements in Information Provision and Methodology	M: Haig, S: Baller			
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	Process approved and timetable established
4/11/22	BBCC - Mental Health Workshop - More time to talk	M: Baller S: Haig	Marianne Gamboa mental health info in city publications	4/25/22 - clarify commissioners intent 5/9/22 - added time on the agenda to discuss	Resolved

1/24/22	Social Districts	M: Schafer S: Boutros		2/14/22 - make formal item 3/9/22 - Workshop 3/14/22 - Informally brought up by host	Continuing discussions
1/10/22	Food Trucks	M: Host S: Schafer		1/24/22 - CC requested more info 3/9/22 - Workshop 3/14/22 - Informally brought up by host	Commission Planning Board discussion 6/20/22 Commission to establish direction on 6/27/22
1/10/22	Leaf Blowers	M: Baller S: Host		1/24/22 - make formal item	Staff review of action items
1/10/22	Commissioner Conduct	No vote		2/14/22 - Workshop 2/28/22 Directed CM to prepare Code of Conduct for future agenda	City attorney to present at first meeting in July

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

Topics With No Vote - Resolved

1/10/22	Unimproved Streets	McLain, assured it would be addressed in LRP
2/28/22	Solidarity with Ukraine	CM directed to further explore ways to light up City Hall

Miscellaneous

Michigan's Age-Friendly Action Plan

The Michigan Department of Health and Human Services (MDHHS) recently published Michigan's Age-Friendly Action Plan. This plan reflects how Michigan will move forward

with advocacy, policy, and program priorities that build on past successes, challenges, and experiences. In October 2019, Governor Whitmer declared Michigan the first age-friendly state in the Midwest and fifth in the nation. Michigan's total index score for livability is 50, ranking our state as average. Michigan falls firmly in the middle tier in terms of rank within all categories: opportunity, environment, housing, engagement, transportation, neighborhood, and health. Priorities in the 2021-2023 plan address areas with the biggest room for improvement, including addressing the direct care worker shortage, care transition programming to reduce hospital readmission, expanding access to evidence-based programming to reduce obesity, and strategies to increase social participation. Download [Michigan's Age-Friendly Action Plan by the MDHHS here](#). Next Director, Cris Braun, recently reviewed the plan and submitted this feedback to City Manager Tom Markus: "You should be proud to report out that Birmingham is so far ahead of these defined goals for an age friendly community in all areas identified. Kudos to your leadership, both in your prior years of service, and currently. Impressive."

SEMOG Senior Growth Projections and Next Expansion Resolutions

Download a [report from SEMCOG](#), projecting the Oakland County 60 and over population will grow by an average of 3,855 annually or 11 people per day between 2020 and 2040. During this time, the 85 and over population is estimated to grow by 1,611 annually or 4-5 people per day. This projection enforces the need for Next to expand. Download resolutions regarding Next and their request for a long term written agreement that were recently adopted by [Beverly Hills](#) and [Bingham Farms](#).

Fire Department

1924 American LaFrance

The Fire Department received the 1924 American LaFrance on June 6, 2022 from the Olsen family. The truck has been illuminated at night with flood lights to really show off the beauty of this piece of City history. Training on the operation of the truck and maintenance is ongoing.



Congratulations, Shawn Brown

The Fire Department would like to congratulate our newest Paramedic Shawn Brown following his completion of the National Registry Paramedic exam.

Technical Rescue Training

On June 15th and 16th, the OAKWAY technical rescue team, along with the 3201 Oakland County technical rescue team, conducted joint training hosted at the Birmingham Fire Department. The team was recently deployed to Gaylord as a resource following the devastating tornado last month.



Planning Department

Master Plan 2040

The 2040 Plan consultant team is diligently working on the third and final draft of the 2040 Plan. The third and final draft is expected in the fall. All of the documents related to the 2040 Plan remain available on www.thebirminghamplan.com. You may also watch a recording of past meetings on the [City of Birmingham's website](http://www.cityofbirmingham.com). As a reminder, you can still submit comments directly to the consultant team through the aforementioned 2040 Plan website, and can also submit comments directly to the Planning Division to be placed in the next available agenda of the Planning Board.

Planning Board

Overall, the Planning Board is keeping very busy with a mixture of site plan reviews and study session items. This year, the Planning Board has already tackled 18 site plan reviews, which included three Community Impact Studies for buildings over 20,000 sq. ft. in size. A tentative Planning Board schedule is provided below:

- 460 N. Old Woodward – Wilders – Special Land Use Permit, Final Site Plan & Design Review (6/22/22)
- 115 Willits – Mare Mediterranean – Special Land Use Permit, Final Site Plan & Design Review (6/22/22)

- Watkins/Brown – REZONING (6/22/22)
- 35106 Woodward – Whole Dental Wellness – Final Site Plan & Design Review (6/22/22)
- 300 W. Merrill – Baldwin Public Library – Courtesy Review (6/22/22)
- Outdoor Dining Study (7/13/22)
- Window Standards Study (7/13/22)
- Food Trucks Study (7/13/22)
- Social Districts Study (7/13/22)
- Side Yard A/C Units Study (6/8/22)

Historic Preservation

The Historic District Commission (HDC) is steadily making progress on its larger preservation goals with a number of smaller projects that will contribute to the overall historic preservation plan that the HDC hopes to develop in the next year. The Historic District Commission continues to build a strong media presence to educate Birmingham residents, highlight preservation efforts in the City, and encourage historic designation.

Public Art

The Detroit Institute of Arts has completed the installation of their 2022 Inside Out program with six art pieces throughout Birmingham. The artwork can be found at City Hall, Shain Park, Baldwin Public Library, Booth Park, Quarton Lake Park, and the Birmingham-Bloomfield Art Center. The art work includes screen prints from artists including Kwesi Owusu-Ankomah, Charles Harry Eaton, James Abbot McNeill Whistler, Vincent Van Gogh, Franz Marc, and Georges Seurat. [Download](#) a map of the sites and images of the art work if you are interested in touring the locations.

Multi-Modal Transportation Board

On May 19th, 2022, The Multi-Modal Transportation Board (MMTB) enjoyed a transportation day field trip to Ferndale, Michigan. The weather was a perfect sunny and 70 degrees for exploring multi-modal transportation amenities in another local community. The Board began their day with lunch at Birmingham Roast and then caught the 461 FAST bus down to 9 Mile and Woodward in Ferndale, MI. Board members then walked down to Ferndale City Hall and rented Mogo bikes to cruise the town. Some of the Board members used the Dart app and Transit app for their bus pass and renting a Mogo bike, others paid cash and used the kiosks.

The Board biked a loop around Ferndale while riding through different types of bike lanes along 9 Mile, Pinecrest, Woodward Heights, and Hilton Road. After parking their bikes, the Board walked to Como's for a late lunch where they were joined by Ferndale's City Manager, DDA staff, Planning staff, and Mayor Piana. Birmingham's MMTB members were able to discuss how Ferndale coordinates with companies like Mogo and how they approach bike lane planning. A major topic of discussion with Mayor Piana was how Ferndale went about accomplishing approval for their road diet on Woodward Avenue. There was general consensus from the Ferndale and Birmingham representatives that the local communities should talk and coordinate on regional connectivity projects more often.

The MMTB members then caught the 461 bus north to Birmingham and got off at Maple and Woodward. Members decided to try crossing at the crosswalk from Forest to Brown where new signage had been installed. While waiting at Forest & Woodward, one car slowed to allow staff and board members to cross, while the remaining vehicles approaching from the stop light at Hazel and Woodward did not appear to be slowing down. Staff and board members sprinted across Woodward to make it to the median while being honked at and yelled at by drivers. Everyone made it across Woodward Avenue safely, though annoyed and rattled by the lack of concern for pedestrians by the drivers on Woodward Ave.

Comments from the Board were that the field trip was a great experience. It was the first time a few of them had ridden the bus in metro-Detroit and they enjoyed the mogo bikes and simplicity of Ferndale's bike lane planning. Chairman Doug White and David Hocker commented that everything went smooth until attempting to cross Woodward from Forest to Brown, alluding to the need for enhanced pedestrian safety to get from one side of Woodward to another. The Board also commented that they would like to have more field trips to other local communities in the future.

Police Department

The police department welcomed two new officers to the staff upon their graduation from the One Hundred Twenty-Second Session of the Oakland Police Academy on June 2, 2022:

1. Joseph Roberts - Ofc. Roberts is a resident of the Village of Franklin. Ofc. Roberts graduated from Walsh College with a Bachelor of Business Administration degree.
2. Will Isaacson - Ofc. Isaacson is a resident of Rochester Hills. Ofc. Isaacson graduated from Central Michigan University with a Bachelor of Sociology/Criminal Justice degree.

Parking Systems Update

Parking Systems Manager Ryan Weingartz recently resigned from his position. The Police Department will temporarily take over parking operations and train a new parking director in the near future.

Future Agenda Items

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

Future Workshop Items

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