GREENWOOD CEMETERY ADVISORY BOARD AGENDA
FRIDAY, JANUARY 19, 2024
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.*

The Greenwood Cemetery Advisory Board shall hold at least one public meeting in each quarter.

I. CALL TO ORDER

Chairperson, Linda Buchanan

II. ROLL CALL

City Clerk, Alexandria Bingham

III. INTRODUCTION OF GUESTS

A. Cheri Arcome, Creative Collaborations

IV. APPROVAL OF THE MINUTES

A. Approval of meeting minutes of October 6, 2023.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

A. Pewabic Pottery Update
B. Budgeting Discussion - Resolution to support a budget request for Cemetery Preservation Work
C. Organizing Future Business
   a. February 2, 2024 – Cancel
   b. March 1, 2024 – Cancel
   c. April 1, 2024
      i. Update on restoration policy and a brief review of the Cemetery Rules and Regulations
      ii. Strategic Plan Revised
   d. 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 (October, November, December)

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

IX. BOARD COMMENTS

X. ADJOURN

Next Meeting: April 5, 2024

Should you wish to participate in this meeting, you are invited to attend the meeting in person or virtually through ZOOM:
https://zoom.us/j/98983856041 **Meeting ID:** 989 8385 6041
You may also present your written statement to the City Clerk,
151 Martin Street, P.O. Box 3001, Birmingham, Michigan 48012-3001 prior to the meeting.

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

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

Greenwood Cemetery Advisory Board Minutes
October 6, 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; Paul Connell, Jacqueline Patt, Linda Peterson, Laura Schreiner, Margaret Suter

Absent: Joseph Vercellone

Staff: City Clerk Bingham; Museum Director Pielack

III. Approval of the Minutes

A. Review of the Minutes of September 1, 2023

MOTION: by Suter, seconded by Connell:
To approve the minutes of September 1, 2023 as submitted.

VOTE: Yeas, 6
Nays, 0

IV. Unfinished Business

V. New Business

A. Strategic Planning

The Board discussed updates to the strategic plan. CC Bingham integrated the updates into the strategic plan document during the discussion. All updates were added by Board consensus.

Staff answered informational questions from the Board.

The following Board comments did not result in immediate revisions to the draft, but were discussed for potential later revision:

- Whether 'support' or 'donations' should be used at the end of 'Look for revenue opportunities through grants and corporate _____';
- The mission statement could read: 'The mission of the Greenwood Cemetery Advisory Board is to preserve, protect, and celebrate the rich cultural and natural heritage of historic Greenwood Cemetery through thoughtful stewardship;'
- Sentences two and three of the mission statement more accurately reflect the values; and,
- 'Significance' could be added after 'historical' under Values - Preservation.

B. 2024 Meeting Schedule

DRAFT

C. Organizing Future Business
   a. November 3, 2023 – Cancel
   b. December 1, 2023
      i. Cemetery Services Contract
      ii. Budgeting Discussion – Consideration of requesting funds for projects over the next 5 years
      iii. Update on restoration policy and a brief review of the Cemetery Rules and Regulations
   c. Other Items for Consideration

VI. 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 Manager's Report

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

VII. Board Comments

There was Board consensus that the Greenwood Cemetery website should note that tours are available and that the specific dates of the tours should be noted on the digital City calendar.

It was recommended that the Friends of the Birmingham Museum further publicize its tours.

A member reported a good experience using the City's GovAlert mobile application.

There was brief discussion regarding landscaping in the Cemetery.

IX. Adjourn

Chair Buchanan adjourned the meeting at 9:54 a.m.

Alexandria Bingham, City Clerk

Laura Eichenhorn, City Transcriptionist

DRAFT

MEMORANDUM

City Clerk's Office

DATE: January 17, 2024

TO: Greenwood Cemetery Advisory Board

FROM: Alexandria Bingham, City Clerk

SUBJECT: Update on Mary Chase Perry Stratton Decoration - Requested by the Friends of the Birmingham Museum

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INTRODUCTION:

Mary Chase Perry Stratton was placed in Greenwood Cemetery in 1961 and is a person of historical significance based on her contributions as an American ceramic artist. Stratton is the founder of the Pewabic Pottery and enthusiastic promoter of the Arts and Crafts Movement in the United States. Stratton's work consists of iridescent glazes of her pottery and tile, significant displays of this artwork adorn the Detroit Public Library, the Cathedral of St. John the Divine in New York, the National Shrine of the Immaculate Conception, and other public buildings.

The Friends of the Birmingham Museum have been advocating for the installation of a special decorative tile, pictured below (left), on Stratton's plot.

The Clerk's Office consulted with Cheri Arcome who has assured the city that the proposed installation of the Stratton decoration will not obstruct cemetery operations. The Clerk's Office also conferred with the City Manager's Office regarding this matter.

There will be a fee of $250.00 to layout the lot, the grave, and to stake the area where the concrete pillar will be installed and assembled. The dimensions of the pillar are roughly 12″ X 12″ X 8″ to which the 12″ X 12″ tiled monument will be attached. The pillar in turn is anchored to a

concrete foundation of the same dimensions except longer, which is buried, see the picture below (right).

Cheri Arcome will coordinate installation of the decoration. At this time, it is anticipated that the Friends of the Birmingham Museum plan to cover the cost of this service that is required for installation.

Cheri will coordinate installation with Steve McBride, Executive Director of Pewabic Pottery. Per the Greenwood Cemetery Operational Procedures, Conditions, and Regulations installation will not occur between November 1st and April 15th unless weather permits.

The City shall not be responsible for any special care of any particular section, lot, or burial space, or for the maintenance or repair of any monument, marker, or planting placed by the owner. If there is any maintenance needed or damage to the decoration, the city will not allocate funds or resources to maintain, replace or restore the decoration.

LEGAL REVIEW:
The Greenwood Cemetery Operational Procedures, Conditions, and Regulations do not prohibit the installation of a decoration such as this.

FISCAL IMPACT:
The Pewabic Pottery decoration shall not have an impact on the city's budget. The city shall not be liable for the maintenance or potential loss or damage of those items.

ATTACHMENTS:
None

SUGGESTED ACTION:
No action required. This information will also be included in the City Managers Report for the January 22, 2024 City Commission Meeting.

MEMORANDUM

City Clerk's Office

DATE: January 17, 2024

TO: Jana L. Ecker, City Manager

FROM: Alexandria D. Bingham, City Clerk

SUBJECT: Budgeting Discussion – Preservation Work

INTRODUCTION:
The Greenwood Cemetery Advisory Board maintains a critical long term goal of continuing historic preservation efforts as stated in the annual report. A quote was received from Carter's Cemetery Preservation outlining a three year project in the amount of $39,000 or $13,000 per year to clean and restore monuments and markers in section A and roughly half of section B adjacent to section A.

BACKGROUND:
The friends of the Birmingham Museum funded the restoration of the Utter and Fish marker in 2023 using Carter's Cemetery Preservation, a reputable vendor in the area for this type of work. Given the success of these restoration projects and the Greenwood Cemetery Advisory Board's critical long term goal of continuing historic preservation effort a budget request is being planned in the amount of $15,000 per year under the Cemetery Maintenance account.

Clerk's Bingham is working on a revised quote that will schedule the entire cemetery for this service that may span ten years. Cemetery clean up days supervised by Carter's Cemetery Preservation and city staff could also be considered to expedite this project and reduce cost.

LEGAL REVIEW:
Clerk Bingham, Museum Director Pielack, and Parks and Recreation Manager Laird will continue to peruse this project by gathering quotes from other qualified vendors, going through the budget process, and work with the City Attorney to ensuring that a contract is in place to protect city assets.

FISCAL IMPACT:
City staff is working on obtaining additional information and budgeting for this project. If approved by the City Commission through the budgeting process work could start July 1, 2024 as long as a qualified vendor and contract are in place in respect to the city's purchasing guidelines.

PUBLIC COMMUNICATIONS:
Public meetings such as Greenwood Cemetery Advisory Board meetings, the Budget Hearing, and City Commission meetings are noticed and open to the public. The public will have opportunities to make comments at every public meeting.

SUMMARY:
The Greenwood Cemetery Advisory Board is being asked to pass a resolution in support of this budget request.

ATTACHMENTS:
- Email communication between staff regarding the cemetery preservation budget request
- Initial quote from Carter's Cemetery Preservation
- Map of Greenwood Cemetery

SUGGESTED BOARD ACTION:
Make a motion adopting a resolution to support the budget expenditure request of $15,000 per fiscal year for the cemetery maintenance fund starting July 1, 2024 for cemetery preservation efforts.

BIRMINGHAM
A WALKABLE CITY

Alex Bingham <abingham@bhamgov.org>

Budget Info RE Cemetery Maintenance

Melissa Fairbairn <mfairbairn@bhamgov.org> Tue, Dec 19, 2023 at 12:38 PM
To: Alex Bingham <abingham@bhamgov.org>

Yes, I would be supportive of pursuing this in the budget requests. You are absolutely right to want a contract and insurance for the project.

Melissa Fairbairn
Assistant City Manager
City of Birmingham
151 Martin Street
Birmingham, MI 48009
Direct Line: 248.530.1807
mfairbairn@bhamgov.org

Important Note to Residents
Let's connect! Join the Citywide Email System to receive important City updates and critical information specific to your neighborhood at www.bhamgov.org/citywideemail.

On Tue, Dec 19, 2023 at 12:07 PM Alex Bingham <abingham@bhamgov.org> wrote:

> Would you be in support of this potential budget request. GCAB has a long term (critical goal) of continuing historic preservation efforts, I think this could be a very positive project for the board and the cemetery as a whole (it would also appease the museum). If we were to do this I would want a contract and insurance in place with the vendor. Even though the service amount isnt minimal, the risk and significance of the property he is working with is a critical asset to protect.
>
> ---------- Forwarded message ---------
> From: **Leslie Pielack** <LPielack@bhamgov.org>
> Date: Tue, Dec 19, 2023 at 9:09 AM
> Subject: Budget Info RE Cemetery Maintenance
> To: Alex Bingham <abingham@bhamgov.org>
> Cc: Laird, Carrie <Claird@bhamgov.org>, Cheri Arcome <arcome02@gmail.com>
>
> Hi Alex,
>
> I was contacted recently by Dave's Cemetery Preservation to find out if the City is planning to incorporate headstone cleaning as part of the cemetery maintenance. I think I remember that this was brought up last summer to be in your budget area for the GCAB's long term plan? If you are anticipating proposing annual budgeting for this purpose, Dave's estimate is $3,000 per year to do 1/3 of the cemetery, and to do it in 3 consecutive years to complete the whole cemetery. As far as I know, Dave's is the only company providing this service in our area, and has worked in several area historic cemeteries.
>
> I am copying Carrie on this, since it may actually fall under DPS's budget, but Dave had just called me to find out if the City wants to pursue this. I wanted to pass this on for use during the upcoming budget planning to whomever would be handling this question.
>
> If you or Carrie want to follow up directly with Dave, he can be reached as follows:
> **david@ccpreservation.com**
> **248-408-0278**
>
> --
> Leslie Pielack
> *Director*
> *Birmingham Museum*

248-530-1682

--
Alexandria D. Bingham, CMC, MiPMC
City Clerk
City of Birmingham
151 Martin Street
Birmingham, MI 48009
(248) 530-1802 Office Direct
(248) 530-1080 Fax
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BIRMINGHAM
A WALKABLE CITY

Alex Bingham <abingham@bhamgov.org>

RE: Cemetery Preservation Work-Fwd: revised quote

2 messages

Leslie Pielack <LPielack@bhamgov.org> Tue, Jan 9, 2024 at 11:31 AM
To: Alex Bingham <abingham@bhamgov.org>
Cc: Melissa Fairbairn <mfairbairn@bhamgov.org>

Hi,

Dave Carter originally verbally mentioned 3,000 per year for 3 years to clean the stones at Greenwood last spring. When I recently requested that he affirm this, he decided to do a more in depth review of the cemetery and told me via phone that there is more damage and more work than he originally thought in the spring, when he was working on the Utter and Fish markers.

Attached is his revised quote with his notes. He increased his initial three year proposal to $13,000 per year, or $39,000. He has suggested that he could explain in more detail in a Zoom meeting if needed.

There are so few preservation specialists around that it might be possible to get another quote for budgetary planning purposes, but I don't have any other contacts to suggest at this time. At this point, this is an estimate that may be useful in decision making going forward.

Leslie

---------- Forwarded message ---------
From: **David Carter** <david@ccpreservation.com>
Date: Tue, Jan 9, 2024 at 10:45 AM
Subject: revised quote
To: Leslie Pielack <LPielack@bhamgov.org>

H Leslie,
Let me know if this works
for you!

Thank you
Dave Carter
Carter's Cemetery Preservation, Inc.
(248) 408-0278

--
Leslie Pielack
Director
Birmingham Museum
248-530-1682

THE BIRMINGHAM MUSEUM

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Alex Bingham <abingham@bhamgov.org> Wed, Jan 17, 2024 at 9:11 AM
To: Carrie Laird <Claird@bhamgov.org>

[Quoted text hidden]

--

Alexandria D. Bingham, CMC, MiPMC
City Clerk
City of Birmingham
151 Martin Street
Birmingham, MI 48009
(248) 530-1802 Office Direct
(248) 530-1080 Fax

Important Note to Residents

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QUOTE

Carter's Cemetery Preservation

DATE: JANUARY 2, 2024

5350 Barkley St., Commerce Twp., MI 48382
(248) 408-0278
David@ccpreservation.com

QUOTE #001

TO Greenwood Cemetery
Attention Leslie Pielack
Oak Ave
Birmingham, MI 48009

DESCRIPTION	UNIT PRICE	TOTAL
Proposed 3 year work at Greenwood Cemetery Phase 1-3		
Sections 1-7 old ground.		
Scope of work includes Cleaning, leveling and repairing all stones in the above sections.		
Estimate is $13000.00 per year for a total of ----------		$39000.00
# After a complete walk through of the above mentioned sections better then a third of the quote is in need of repair. Majority needs cleaning.		
Due to my workload in 2024 I broke the quote up equally for three years.		
After the three years are complete then more sections will be evaluated and quoted.		
***City of Birmingham is responsible for a yard of pea gravel and clean sand per year to be dropped off by the work area.**		
****some stones Have been previously cleaned and repaired.**		
***** This is a estimate and it can fluctuate +or minus 10%**		
TOTAL		$39000.00

CARTER'S CEMETERY PRESERVATION THANKS YOU FOR THIS OPPORTUNITY!

January 2024 Updates

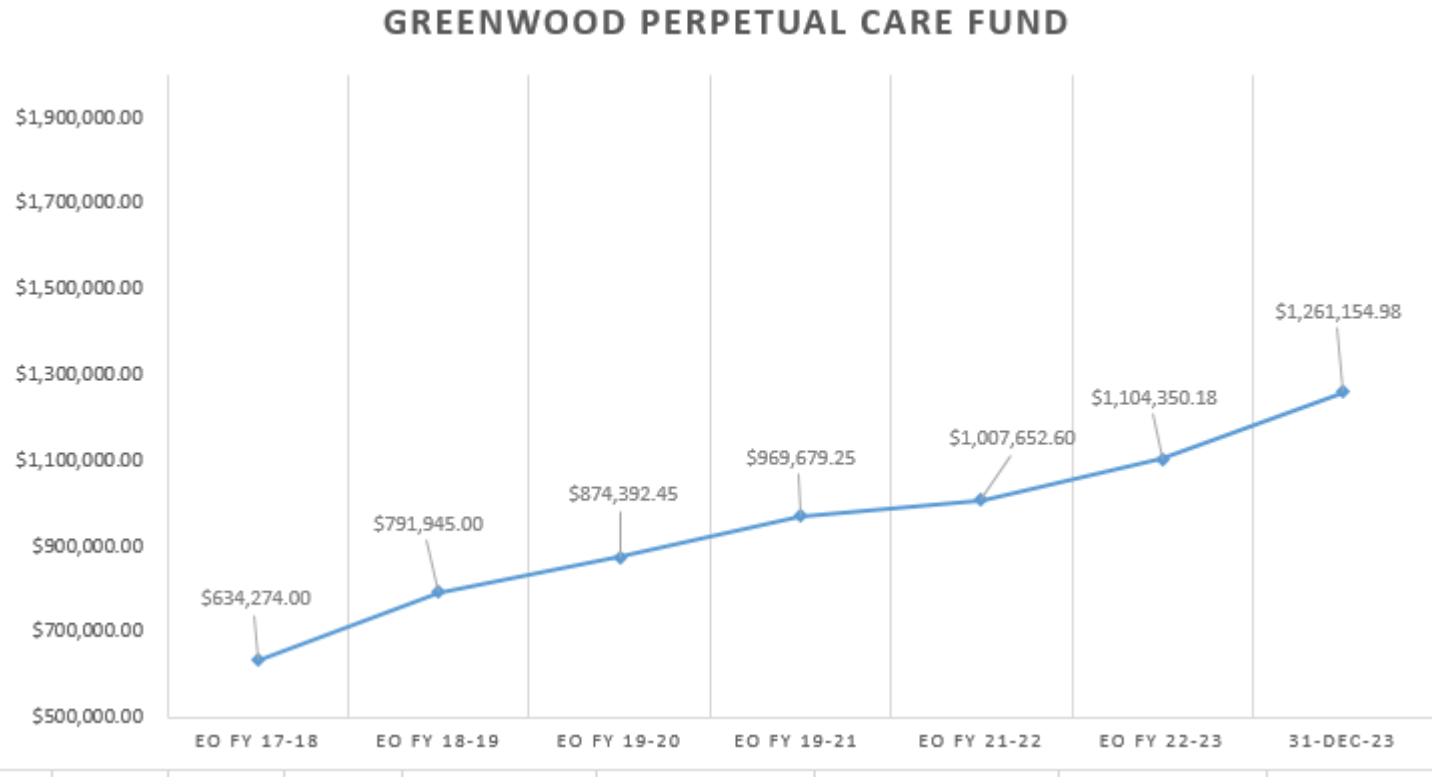
Clerk's Office Update

The City Clerk's office is focused on preparation for the February 27, 2024 Presidential Primary Election.

DPS Updates

DPS has performed all routine maintenance in the cemetery. Fence painting project went smoothly. Storm damage from the January 12, 2024 event has been evaluated and cleanup will be scheduled soon.

Perpetual Care Fund Update



Cemetery Sales

Greenwood Cemetery Sales and Availability				
	Sec B	Sec C	Resident	Non-Resident
July 2023	0	1	0	1
August 2023	0	0	0	0
September 2023	2	0	1	1
October 2023	1	0	0	1
November 2023	4	0	2	2
December 2023	0	0	0	0
January 2024				
February 2024				
March 2024				
April 2024				
May 2024				
June 2024				
Total Sold	**7**	**1**	**3**	**5**

Cemetery Burials

	Sec B		Sec C		Other		Total by Month	
	Full	Crem	Full	Crem	Full	Crem	Full	Crem
July 2023	1	0	1	1	0	0	2	1
August 2023	0	0	0	0	0	2	0	2
September 2023	1	0	0	0	0	0	1	0
October 2023	0	0	0	0	1	0	1	0
November 2023	1	0	1	1	0	0	2	1
December 2023	1	0	0	0	2	1	3	1
January 2024								
February 2024								
March 2024								
April 2024								
May 2024								
June 2024								
Totals	4	0	2	2	3	3	9	5

FY 23-24 Grand Totals (so far)	
Sales in B	7
Sales in C	1
Sales in Other	0
Resident Purchases	3
Non-Resident Purchases	6
Payment Plans Initiated	0
Total Graves Sold	**8**
Transfer of Ownership Filed	5
Additional Burial Rights Purchased	2

Section (total plots)	**7/2015 - 6/2018**	**7/2018 - 6/2019**	**7/2019 - 6/2020**	**7/2020 - 6/2021**	**7/2021 - 6/2022**	**7/2022 - 6/2023**	**7/2023 - 6/2024**	**TOTAL Number of Graves Sold To Date**	**Number of Graves Remaining** (obstructed)
B (408)	203	11	32	10	3	5	7	271	77 (60)
C (72)	3	5	10	9	3	9	1	40	1 (31)
TOTAL	206	16	42	19	6	14	8	296	78 (91)

CITY MANAGER'S REPORT

December 2023

Baldwin Public Library

Holiday Closures

The Baldwin Public Library will be closed on December 24, 25, 31 and January 1.

Library Board Update

The Library Board will meet on December 18, 2023 at 7:30 p.m. for its regular meeting. Board meetings are held in the second floor Board Room. The Library Board will review the FY22-23 Financial Audit with Plante Moran and will also vote to select an artist to create a 2-dimensional piece of art to adorn the walls of the new cafe and collaboration space just inside the new front entrance.

Phase 3 Construction Project

Exterior construction continues on track. The exterior planter beds and terrace have been formed and the steel structure has been completed. Window installation will begin in early January. Follow along with the library's construction project and view the December 2023 renovation report at www.baldwinlib.org/renovation.

Library Tour

If you would like to learn even more about the library, join 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 Claudia Ireland room on Thursday, January 11 at 11:00 a.m.

Upcoming Events of Interest

Winter Reading Challenge - December 1 through January 31

Stay cozy this winter with BPL's Winter Reading Challenge. Complete reading and activities to get a Bingo and be entered into the grand prize drawing. The challenge runs from December 1, 2023 through January 31, 2024.

Bedtime Tales Story Time

Wednesday, January 3 at 6:15 p.m.

Join Ms. Syntha indoors for end-of-day stories, rhymes and songs. Story times use a first come, first served ticketing system. Tickets will be available 15 minutes before story time begins and

will be handed out until 5 minutes after the scheduled start time. Please see baldwinlib.org/storytime and click on "More Information" for complete details.

A Shifting Landscape: How Immigration Shaped Birmingham

Thursday, January 11 at 7:00 p.m.

How was Birmingham affected by the waves of immigration to the U.S. over the last two hundred years? Who were the groups who gravitated toward Birmingham, and why? Justin Koch will give a closer look at how Birmingham was shaped within the larger national context of immigration.

The Birmingham Museum

The Allen House front porch roof was in need of repair due to heavy snow and ice build up last winter that resulted in moisture damage to the decorative plasterwork on the interior of the first floor. Due to the historic nature of the building and its special architectural features, a roofing firm specializing in historic roof restoration was needed. A qualified firm was located in time to complete the work before significant snow fell this winter, and the work will protect the porch and interior for decades to come. The porch repair, including historic decorative metal railing, is anticipated to be complete by the end of the month.

Birmingham Shopping District (BSD)

Events

Holidays

Santa Walk saw record attendance this year with over 400 families (800-1000 people). Due to the large number of attendees, next year a few modifications will be made to the route and festivities plan.

Thursday Late Night Shopping continues through December 21 with participating merchants, as well as a trolley for families to ride and to encourage shoppers to visit all ends of the downtown.

Despite rainy weather, Winter Markt still had great attendance on Friday and Saturday and featured over 70 vendors. The new layout was received well, and will be the recommended layout moving forward.

Santa House visits continue through December 24, and open seating without an appointment is available on Sundays.

Business Development

Business Recruitment

We are beginning to develop a new business welcome packet with helpful resources, tools and tips. This should be available in the first quarter of 2024.

Customer Relationship Management (CRM)

We are in the final review and discussion phase of a potential new CRM for the BSD. The new CRM will not only be a repository for data, but will reduce redundancies of data entry, seamlessly connect to the BSD website and provide an easy reporting tool. Timeline for implementation is proposed for February - July 2024.

Maintenance & Capital Improvements

Holiday Décor

New holiday banners are now installed along North Old Woodward and South Old Woodward

this season. The BSD will be removing the remaining tall planters in the spring as approved by the Board in order to begin looking at other amenities for the Triangle District.

Marketing & Advertising

Holiday Marketing

The BSD was featured on Live in the D on Wednesday, December 13, showcasing the holiday gift guide, business products and events. The gift guide is available online at www.allinbirmingham.com/giftguide.

Organization

Board of Directors

The BSD Board will be holding executive officer elections in January, and they will be discussing the potential short-term parking and hourly parking changes being proposed by the Parking Manager.

BSD Holiday Calendar of Events

Late Night Thursday Shopping	December 14 and 21
Carriage Rides & Santa House	Saturdays & Sundays through December 24
Saturday Sweet Treats	Saturdays - December 16 & 23

2023 Dashboard Metrics

Retail Occupancy Rate - 99% (out of 1.5 million sq.ft.)
Office Occupancy - 89% (out of 2 million sq.ft.)
19 New Business Openings in 2023 (7 more in process)
75/25% Local vs. National Mix
Commercial, Mixed-Use & Residential Development Projects In Construction/Planning - 15 projects totaling 827,727 sq. ft.
563 New Residential Units In Development
33 Active Volunteers (Board and Committee members)

Building Department

Board of Zoning Appeals

There were four cases on the agenda for the December 12, 2023 Board of Zoning Appeals regular meeting:

1. 490 Berwyn: The owners requested a variance from the minimum distance between their home and the neighbor's house to the north to construct an addition on the rear of their existing nonconforming home. The variance was approved 5/0 (one member recused himself).
2. 612 Davis: The property owner requested variances from the minimum side yard setback and minimum distance between houses to construct a second story addition on an existing nonconforming home. The variances were approved 6/0.
3. 631 Ruffner: The owners requested variances from minimum side yard setback, total combined side yard setbacks and the minimum distance between houses to construct an addition on their existing nonconforming home. It was determined during the meeting that an additional variance is necessary that was not advertised. No action was taken. This request will be presented at a future meeting.
4. 2428 Northlawn: The owner requested a variance from the minimum street side yard setback for the construction of a new house. The variance was approved 6/0.

Jeff Zielke President of OCBOA
At the December meeting of the Oakland County Building Officials Association (OCBOA), Assistant Building Official Jeff Zielke was elected by the membership to serve the organization as President next year. Congratulations, Jeff!

Online Permit Applications
In the month of November, we processed 358 permits online bringing this year's total permits processed electronically to 4,136.

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.

City Clerk's Office

February 27, 2024 Presidential Primary

Absentee Ballot Applications
Absentee Ballot Applications will be delivered to mailboxes soon to Birmingham voters on the "permanent absentee ballot application" list. This list will be phased out soon as voters migrate to the "permanent ballot" list. Pictured below is the absentee ballot application. There is a lot of information on the absentee ballot application, so read carefully!

OFFICE OF THE CITY CLERK
CITY OF BIRMINGHAM
151 MARTIN STREET
P.O. BOX 3001
BIRMINGHAM, MI 48012-3001
(248) 530-1880
elections@bhamgov.org

OFFICIAL ELECTION MAIL
Authorized by the U.S. Postal Service

NON-PROFIT ORGANIZATION
U.S. POSTAGE
PAID
TAYLOR, MI
PERMIT NO. 107

FORWARDING SERVICE REQUESTED

OFFICIAL ELECTION MATERIAL
ABSENT VOTER APPLICATION

DO NOT DETACH - RETURN ENTIRE FORM

MI ABSENT VOTER BALLOT APPLICATION 2024 Presidential Primary Feb. 27/Primary Aug. 6/General Nov. 5 See Reverse Side for Instructions

I certify that I am a United States citizen and a qualified and registered elector in the CITY OF BIRMINGHAM, County of OAKLAND, State of Michigan, and I apply for an official ballot, to be voted by me in the election(s) checked below, and the statements in this application are true.

Other Elections: Complete to join the permanent absent voter ballot list (optional)
☐ Automatically send me an absent voter ballot for each future election for which I'm eligible.

1 Check One — Select election(s) to receive ballot (required):
☐ ALL ☐ FEBRUARY 27, 2024 PRESIDENTIAL PRIMARY ☐ AUGUST 6, 2024 PRIMARY ☐ NOVEMBER 5, 2024 GENERAL

2 Check One — Select only one ballot type for the Presidential Primary (required):
☐ Democratic Party Presidential Primary Ballot
☐ Republican Party Presidential Primary Ballot
☐ Ballot Without Presidential Primary (If available, this choice is for voters not voting in the Presidential Primary who wish to vote on other proposals or candidates only.)

3 Complete — YEAR OF BIRTH

4 Complete — VOTER CONTACT INFORMATION
( ) Phone Email

WARNING: A PERSON WHO MAKES A FALSE STATEMENT IN THIS DECLARATION IS GUILTY OF A MISDEMEANOR.

5 Sign/Date — I certify that I am a United States citizen and that the statements in this Absent Voter Ballot application are true.
VOTER SIGN HERE X
Power of attorney is not acceptable — Signature of Absent Voter — Date / /

FOR CLERK'S USE ONLY

	PRESIDENTIAL PRIMARY	PRIMARY	GENERAL
Filed			
Mailed			
Ballot #			
Returned			
Wd./Pct. #			
Clerk			

NOTE: Michigan law requires that A.V. Ballots be sent to your registered address unless you request that your absent voter ballot be sent to a different address as provided on this form. A ballot may be mailed to a P.O. Box if you do not have mail delivery to your residence.

Complete Only If You Want Your Ballot Sent To A Temporary Address. USPS will not forward your ballot. If additional addresses are needed or plans change, contact your city/township clerk.

6 Complete If Needed

SEND PRESIDENTIAL PRIMARY BALLOT TO: TEMPORARY ADDRESS: DATE LEAVING / / DATE OF RETURN / /
Temporary Address
City State Zip

SEND PRIMARY BALLOT TO: TEMPORARY ADDRESS: DATE LEAVING / / DATE OF RETURN / /
Temporary Address
City State Zip

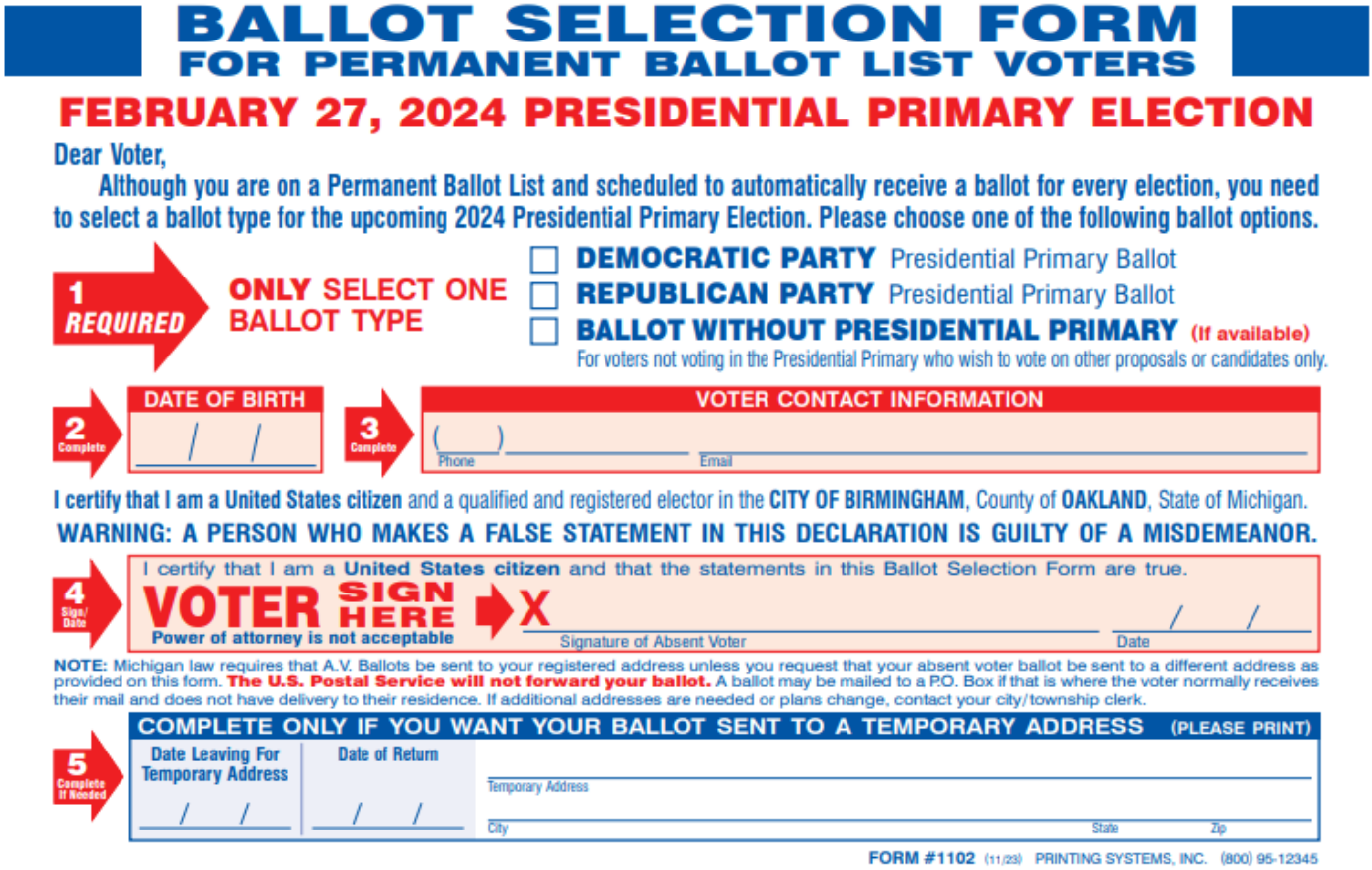
SEND GENERAL BALLOT TO: TEMPORARY ADDRESS: DATE LEAVING / / DATE OF RETURN / /
Temporary Address
City State Zip

Important notes: The third checkbox in step 2, "Ballot Without Presidential Primary" is no longer an option as the City of Birmingham will not have any non-partisan proposals. The deadline for proposal language to be submitted was 4:00 p.m. on Tuesday, December 5, 2023.

Voters who wish to receive an absentee ballot automatically for each election moving forward should check the box in the yellow highlighted area.

Permanent Ballot Voters - Ballot Style Request Card

Over 4,500 Birmingham Voters have migrated to the "Permanent Ballot" list by sending a request in writing or through an absentee ballot application from the November 7, 2023 election. These voters will soon receive a postcard (pictured below) to select their ballot style for the February 27, 2024 Presidential Primary Election. Permanent Ballot Voters must return the ballot selection postcard for the Presidential Primary Election. Going forward there will only be one ballot style for the August and November elections in 2024, in November of 2025, and in August and November of 2026.



BALLOT SELECTION FORM
FOR PERMANENT BALLOT LIST VOTERS

FEBRUARY 27, 2024 PRESIDENTIAL PRIMARY ELECTION

Dear Voter,

Although you are on a Permanent Ballot List and scheduled to automatically receive a ballot for every election, you need to select a ballot type for the upcoming 2024 Presidential Primary Election. Please choose one of the following ballot options.

1 REQUIRED — ONLY SELECT ONE BALLOT TYPE

- ☐ DEMOCRATIC PARTY Presidential Primary Ballot
- ☐ REPUBLICAN PARTY Presidential Primary Ballot
- ☐ BALLOT WITHOUT PRESIDENTIAL PRIMARY (If available)
  For voters not voting in the Presidential Primary who wish to vote on other proposals or candidates only.

2 Complete — DATE OF BIRTH ___ / ___ / ___

3 Complete — VOTER CONTACT INFORMATION ( ) _____ Phone _____ Email

I certify that I am a United States citizen and a qualified and registered elector in the CITY OF BIRMINGHAM, County of OAKLAND, State of Michigan.

WARNING: A PERSON WHO MAKES A FALSE STATEMENT IN THIS DECLARATION IS GUILTY OF A MISDEMEANOR.

4 Sign/Date — I certify that I am a United States citizen and that the statements in this Ballot Selection Form are true.

VOTER SIGN HERE ➔ X _____ Signature of Absent Voter ___ / ___ / ___ Date

Power of attorney is not acceptable

NOTE: Michigan law requires that A.V. Ballots be sent to your registered address unless you request that your absent voter ballot be sent to a different address as provided on this form. The U.S. Postal Service will not forward your ballot. A ballot may be mailed to a P.O. Box if that is where the voter normally receives their mail and does not have delivery to their residence. If additional addresses are needed or plans change, contact your city/township clerk.

5 Complete If Needed — COMPLETE ONLY IF YOU WANT YOUR BALLOT SENT TO A TEMPORARY ADDRESS (PLEASE PRINT)

Date Leaving For Temporary Address ___ / ___ / ___ | Date of Return ___ / ___ / ___ | Temporary Address _____ City _____ State _____ Zip _____

FORM #1102 (11/23) PRINTING SYSTEMS, INC. (800) 95-12345

The initial mailing of absentee ballots for the February 27, 2024 Presidential Primary Election will take place mid-late January and as requests are received up until the Absentee Ballot Issuing deadline, Monday, February 26, 2024 at 4:00 p.m.

Presidential Candidate List

Under State law, the Secretary of State is required to issue a list of individuals "generally advocated by the national news media to be potential presidential candidates" for the Republican and Democratic parties for the presidential primary election.

The Secretary of State has identified the following candidates (listed alphabetically) as potential presidential candidates in 2024:

Democratic Party

- Joe Biden
- Dean Phillips
- Marianne Williamson

Republican Party

- Ryan Binkley
- Chris Christie
- Ron DeSantis
- Nikki Haley
- Asa Hutchinson
- Vivek Ramaswamy
- Donald Trump

Overseas Voters

Voters who are in the military or will be overseas during any of the 2024 elections must apply for a MOVE ballot at https://www.fvap.gov/michigan. In 2023, the governor signed legislation that took immediate effect 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.

Permanent Ballot Voters

Since the passage of Proposal 2022-2, clerks now maintain a Permanent Ballot List. Birmingham voters began opting into the Permanent Ballot List by checking the box pictured below on their November 7, 2023 absentee ballot application. This box is also available on the 2024 absentee ballot applications. Both are pictured below.

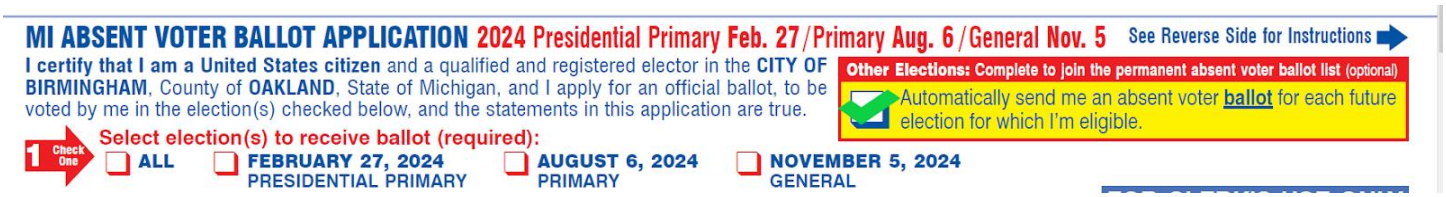
APPLICATION FOR ABSENT VOTER'S BALLOT

SEE REVERSE SIDE FOR INSTRUCTIONS

NOVEMBER 7, 2023 ELECTION

I certify that I am a United States citizen and a qualified and registered elector in the CITY OF BIRMINGHAM, County of OAKLAND, State of Michigan, I apply for an official ballot, to be voted by me in the election above, and the statements in this application are true.

COMPLETE TO JOIN PERMANENT LIST:
I want to vote absentee in all elections. Automatically send me an absent voter ballot for all elections.


MI ABSENT VOTER BALLOT APPLICATION 2024 Presidential Primary Feb. 27/Primary Aug. 6/General Nov. 5

See Reverse Side for Instructions

I certify that I am a United States citizen and a qualified and registered elector in the CITY OF BIRMINGHAM, County of OAKLAND, State of Michigan, and I apply for an official ballot, to be voted by me in the election(s) checked below, and the statements in this application are true.

Other Elections: Complete to join the permanent absent voter ballot list (optional)
Automatically send me an absent voter ballot for each future election for which I'm eligible.

1 Check One

Select election(s) to receive ballot (required):

ALL | FEBRUARY 27, 2024 PRESIDENTIAL PRIMARY | AUGUST 6, 2024 PRIMARY | NOVEMBER 5, 2024 GENERAL

Voters can opt in or out of the Permanent Ballot list at any time by sending a written request to the City Clerk's Office. Voters on the Permanent Ballot List should make sure they keep current contact information on file with the City Clerk's Office including mailing address (especially for those who travel outside of Birmingham during times that ballots are being mailed) as well as phone and email contacts. Ballots are not allowed to be forwarded, so the Clerk's Office will contact all voters whose absentee ballots bounced back to the Clerk's Office in the mail.

Early Voting Dates

Early Voting Dates for the February 27, 2024 Presidential Primary:

Saturday	2/17	8:30 a.m. to 4:30 p.m.
Sunday	2/18	8:30 a.m. to 4:30 p.m.
Monday	2/19	8:30 a.m. to 4:30 p.m.

Tuesday	2/20	8:30 a.m. to 4:30 p.m.
Wednesday	2/21	8:30 a.m. to 4:30 p.m.
Thursday	2/22	12:00 p.m. to 8:00 p.m.
Friday	2/23	8:30 a.m. to 4:30 p.m.
Saturday	2/24	8:30 a.m. to 4:30 p.m.
Sunday	2/25	8:30 a.m. to 4:30 p.m.

Early Voting Locations:

- Waterford Oaks Activities Center, 2800 Watkins Lake Road, Waterford, MI 48328
- Bloomfield Township Public Library, 1099 Lone Pine Rd. Bloomfield Township, MI 48302

Early voting will look and feel just like voting on Election Day. The voter will fill out an application to vote, be checked into the poll book, receive a ballot, mark their ballot, and run their ballot through a tabulator just like voting in person on Election Day.

Early voting is a component of proposal 2022-2 and includes a constitutional right to no less than 9 days of early voting in each Statewide and Federal election (even year election) for no less than 8 hours per day. The February 27, 2024 Presidential Primary election is a Statewide Federal election. Oakland County Elections Division, the City of Birmingham, Bloomfield Township and Southfield Township have an agreement and plan in place to offer early voting at the Bloomfield Township Library. Oakland County is also providing a county-wide Early Voting Location at Waterford Oaks.

For more information on Early Voting check out bhamgov.org/vote.

February 27, 2024 - Presidential Primary Important Deadlines

Friday, December 29, 2023	Deadline for clerk to send the Presidential Primary Ballot Selection Form to permanent ballot voters.
Saturday, January 13, 2024	Deadline for clerk to send initial mailing of ballots to overseas voters.
Thursday, January 18, 2024	Absentee ballots available for issuance to voters.
Monday, February 12, 2024	Deadline to register online, at a SOS branch, or by mail for the February 27, 2024 election.
February 13, 2024 - Election Day	Same-day voter registration with your local clerk, proof of residency required.
Friday, February 16, 2024	**Deadline for spoiling an absentee ballot**
Saturday, Feb. 17, 2024 through Sunday, Feb. 25, 2024	Early Voting
Friday, February 23, 2024	5:00 p.m. deadline for sending absentee ballots by first class mail
Monday, February 26, 2024	4:00 p.m. deadline for voters to spoil their absentee ballot that was lost or destroyed in-person at the Clerk's Office.
Tuesday, February 27, 2024	8:00 p.m. deadline for absentee ballots to be delivered to the clerk for tabulation

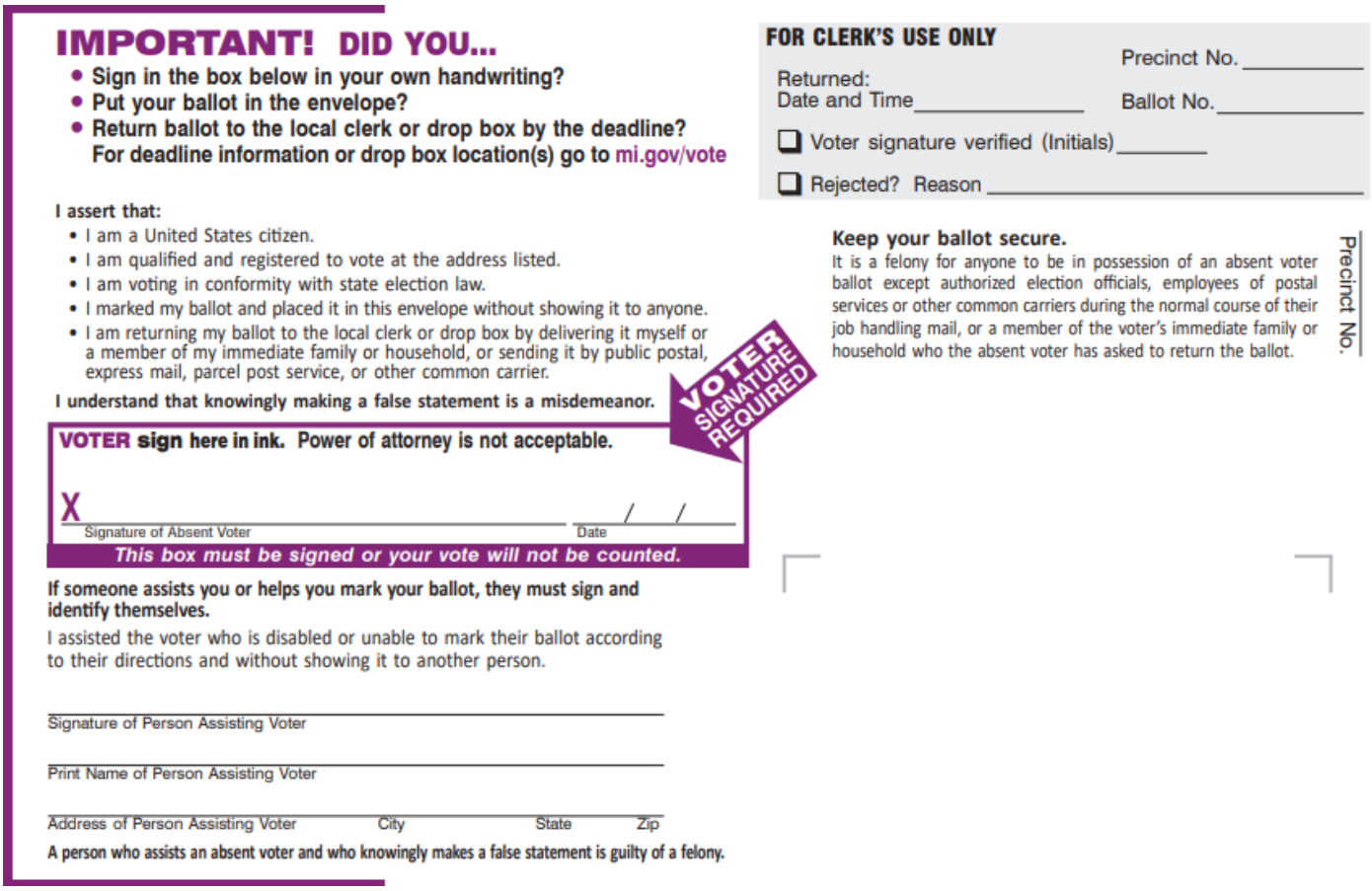
Friday, March 1, 2024	5:00 p.m. deadline for a voter to cure a signature on an AV ballot to be received and counted.
Monday, March 4, 2024	Deadline to receive and count a ballot submitted by an overseas voter postmarked on or before election day.

2024 Election Dates Continued

- State Primary - August 6, 2024
- General Election - November 5,2024

No Postage Necessary!
Absentee ballot applications and absentee ballot return envelopes for the entire State of Michigan are equipped with a business reply mail permit that will cover the cost of postage for any ballot or application mailed within the United States.

Return Envelopes - What to look out for
Outgoing absentee ballots (to the voter) are blue. All absentee ballot return envelopes (coming back to the Clerk) will be purple. The United States Post Office and Michigan Bureau of Elections worked to redesign these envelopes and changed the color from green to purple to increase the efficiency of processing election mail.



IMPORTANT! DID YOU...

- Sign in the box below in your own handwriting?
- Put your ballot in the envelope?
- Return ballot to the local clerk or drop box by the deadline? For deadline information or drop box location(s) go to mi.gov/vote

I assert that:

- I am a United States citizen.
- I am qualified and registered to vote at the address listed.
- I am voting in conformity with state election law.
- I marked my ballot and placed it in this envelope without showing it to anyone.
- I am returning my ballot to the local clerk or drop box by delivering it myself or a member of my immediate family or household, or sending it by public postal, express mail, parcel post service, or other common carrier.

I understand that knowingly making a false statement is a misdemeanor.

VOTER SIGNATURE REQUIRED

VOTER sign here in ink. Power of attorney is not acceptable.

X Signature of Absent Voter Date / /

This box must be signed or your vote will not be counted.

If someone assists you or helps you mark your ballot, they must sign and identify themselves.

I assisted the voter who is disabled or unable to mark their ballot according to their directions and without showing it to another person.

Signature of Person Assisting Voter

Print Name of Person Assisting Voter

Address of Person Assisting Voter City State Zip

A person who assists an absent voter and who knowingly makes a false statement is guilty of a felony.

FOR CLERK'S USE ONLY

Precinct No. _____

Returned: Date and Time _____ Ballot No. _____

☐ Voter signature verified (Initials) _____

☐ Rejected? Reason _____

Keep your ballot secure.

It is a felony for anyone to be in possession of an absent voter ballot except authorized election officials, employees of postal services or other common carriers during the normal course of their job handling mail, or a member of the voter's immediate family or household who the absent voter has asked to return the ballot.

Precinct No.

Greenwood Cemetery Advisory Board (GCAB)

The next meeting for the GCAB is to be determined. To view Greenwood Cemetery Advisory Board agendas and minutes visit www.bhamgov.org/GCAB.

Board of Ethics

The Board of Ethics has meetings scheduled for Tuesday, December 19, 2023 and Wednesday, January 10, 2024. To view the Ethics Board agendas and minutes visit www.bhamgov.org/ethics.

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 committee 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 and apply.

Board	**Openings**	**Application Due by Noon**	**Interview/ Appointment at City Commission meeting 7:30 pm**
Ad Hoc Aging in Place Committee	None		
Ad Hoc Environmental Sustainability Committee	None		

Advisory Parking Committee	1 regular member (retail) term ending 9/1/2026 1 alternate member term ending 9/1/2026	Until Filled	
Architectural Review Committee	1 regular member term ending 4/11/2025	Until Filled	
Birmingham Shopping District	1 member shall be a business operators or persons with interest in property located within the district, 4-year term ending 11/16/2026	Until Filled	
Birmingham Area Cable Board	1 regular Birmingham resident, term ending 3/30/24 1 regular Birmingham resident, term ending 3/30/26 1 alternate Birmingham resident, term ending 3/30/25	Until Filled	
Board of Building Trades Appeals	None		
Board of Review	2 regular members to serve a 3-year term expiring 12/31/2026 1 alternate member to serve 3-year term expiring 12/31/2026 1 alternate member to serve the remainder of a 3-year term expiring 12/31/2025	12/13/23	12/18/23
Board of Zoning Appeals	1 alternate members term ending 2/18/2026 1 regular member term ending 10/10/2026 (pending Ethics Board opinion)	Until Filled	
Brownfield Redevelopment Authority	1 Regular Members term ending 5/23/2026 1 regular member Term ending 5/23/2024	Until Filled	
Design Review Board			
Ethics Board	2 Alternate members term ending 6/30/2026	Until Filled	
Greenwood Cemetery Advisory Board	None		
Hearing Officer	None		
Historic District Commission	None		
Historic District Study Committee	1 Regular member term ending 6/25/2026	Until Filled	

Housing Board of Appeals	3 Regular Members, terms ending 5/4/2026	Until Filled	
Martha Baldwin Park Board	1 Regular member term ending 5/1/2024 1 Regular members term ending 5/1/2027	Until Filled	
Multi Modal Transportation Board	1 Regular member-at-large from different geographical areas of the City	Until Filled	
Museum Board	None		
Parks & Rec Board	None		
Planning Board	None		
Public Arts Board	2 regular members term ending 1/28/27 1 alternate member term ending 1/28/2025	1/17/24	1/22/24
Retirement Board	None		
Stormwater Utility Appeals Board	3 regular member term ending 1/31/2026 2 alternate members 1/31/2025	1/17/24	1/22/24
Triangle District Corridor Improvement Authority	1 regular business owner term ending 12/15/2026 1 regular business owner term ending 12/15/2027 1 resident of the developed area or area within 1/2 mile of the development area, term ending 12/15/2027	Until Filled	

City Manager's Office

Ad Hoc Aging in Place Committee (AIPC)

On December 2 and 3, City staff attended the Winter Market event and interacted with the public to distribute the Community Survey. With the assistance of the Communications Department, the City issued a press release in regards to the AIPC and the Community Survey. The Community Survey is also being distributed at the City Clerk's Office, the Baldwin Public Library, the Birmingham Museum and Next.

The AIPC held a public engagement meeting at the Baldwin Public Library at 6:00 p.m. on Wednesday, December 13, 2023. The event started with a summary of the work completed to date by the AIPC and then opened up to the public for comment. The event was well attended and the AIPC received good feedback from the public on their thoughts and opinions. So far, more than 160 people have submitted the survey on Engage Birmingham.

YMCA Building

City staff received thirteen (13) responses related to the RFP for building assessment and conceptual designs for the renovation/expansion of the YMCA building by the December 8, 2023 deadline. On Wednesday, December 13, 2023, City staff met with all of the prospective bidders at the YMCA Building for a mandatory pre-bid meeting. After going over the project with all of the bidders, City staff from the Manager's Office, the Building Department and Department of Public Services walked the building with the bidders. The head building facility official with the YMCA also accompanied the group to answer specific building related questions. The deadline for submitting bids to the City is January 5, 2024.

Communications

Around Town e-Newsletter

January Edition

The communications team is working on the January edition of the Around Town e-Newsletter, which will include information about open skating opportunities, winter sports, new businesses and more. Follow this link to view the December edition of the Around Town e-Newsletter.

Welcome Packets

The communications team mailed more than 300 welcome packets to new residents this year, which includes a letter welcoming them to the community, City calendar, Birmingham Beat newsletter, yard waste sticker and information about our golf courses, summer concerts, GovAlert, Baldwin Public Library, Birmingham Shopping District and more. The team recently ordered folders with the City's logo to provide the materials in an organized and professional manner. Information included in the packets and a welcome video are available at bhamgov.org/residents.

2024 City Calendars

The communications team has been working hard on the 2024 City Calendar. This edition introduces a brand new design by our graphic designer at Accuform Printing, and beautiful imagery by the City's photographer, Chris Cook. Nearly 200 people voted for the cover photo on Engage Birmingham.

Each year the City receives inquiries from residents who are anxious to receive the new edition, and we are pleased the community finds the calendar to be a useful tool to keep track of events, meetings and activities in Birmingham. Residents began receiving the 2024 edition during the week of December 11. Those who have not yet received the City calendar can expect it in their mailbox soon. Thank you to everyone who worked on this year's edition, especially Accuform Printing, City staff members from every department and the communications team.

BIRMINGHAM CITY COMMISSION - UPCOMING AGENDA ITEMS

In Progress

Meeting	Topic	Commissioner	Dates Addressed	Status (resolved/ongoing)
12/4/23	Parking system financials	M:Baller S:Host	12/4/523	In progress

11/27/23	Process for civic projects/buildings	Baller	11/27/23	In progress
11/13/23	Historic Preservation		11/13/23	In progress
11/13/23	Next Community Integration	Haig	11/13/23	In progress
11/13/23	Bistros	M: Baller S: Host	11/13/23	In progress
10/2/23	Roberts Rules, OMA	McLain	10/2/23 Upcoming Workshop	In progress
10/2/23	Implementation of crosswalk standards	M: Baller S: Boutros	10/2/23 11/13/23	In progress
9/18/23	Infrastructure, Flooding Abatement	M: Host S: Baller	9/18/23 10/2/23	In progress
9/18/23	Remediation Strategies for Rodents and Vermin	M: Haig S: Host	9/18/23 10/2/23 11/27/23	In progress
8/28/23	City water and sewer system	M: McLain S: Host	8/28/23 9/11/23	In progress
6/5/23	Discuss unimproved streets and infrastructure	M: Host S: McLain	10/2/23 Workshop	In progress
5/8/23	Woodward noise	M: Host S: McLain	5/8/23 6/5/23	In progress
2/27/23	Bench and Little Library for Pat Andrews	M: Host S: McLain	3/13/23 5/8/23	In progress
8/15/22	Speed bumps & traffic mitigation efforts	Baller	8/29/22 8/14/23 11/13/23	In progress

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Resolved

Meeting	Topic	Commissioner	Status
11/13/23	Citizen Commission Interaction	Host	Resolved, no further action
11/14/22	Renters Rights	M: Host	Resolved
12/5/22	Mayor/MPT Selection	McLain	Resolved

4/11/22	BBCC - Mental Health Workshop - More time to talk	M: Baller S: Haig	Resolved
5/9/22	Pickleball	Baller, no vote	Installed on 6-3-22
1/24/22	Social Districts	M: Schafer S: Boutros	No formal action taken by the Commission
5/23/22	Commission Meeting Start Time	Baller	No changes for now
8/15/22	Birmingham Country Club	M: Host S: Haig	Resolved, letter sent
9/12/22	Banner	M: Baller S: Host	Completed
12/5/22	Lighting to sustainability board	Haig	To be explored by Sustainability Board
6/13/22	Sustainability Board	M: Schafer S: Host	Resolved
1/10/22	Food Trucks	M: Host S: Schafer	Staff monitoring
4/25/22	Improvements in Information Provision and Methodology	M: Haig S: Baller	Resolved
3/13/22	Community foundation (review former letter from Kucharek)	Baller	Resolved
3/28/22	City Manager Selection Process	M: Host S: Boutros	Resolved
1/9/23	Ad Hoc Senior Services Committee	M: Baller S: Longe	Resolved
1/10/22	Commissioner Conduct	No vote	Resolved
8/28/23	Add an Alternate to Ad Hoc Aging in Place Committee	M: McLain S: Host	Resolved
9/18/23	Short Term Rentals	M: Host S: Boutros	Resolved
8/28/23	Biodiversity	M: Haig S: Host	Resolved
5/8/23	Parking operations	M: Baller S: Host	Resolved

1/10/22	Leaf blowers	M:Baller S:Host	Resolved

Department of Public Services

EV Update

The City of Birmingham recently purchased a Ford Lighting for the Parking Group. The City is pleased that not only does this support our Green Initiatives for the City, but also saved the City over $10,000.00 in costs associated with the new vehicle that will be used to help with maintenance of the parking decks.

Booth Park Entry Plaza & Trail Improvements

The Request for Proposals for Design Services for this project is anticipated to be posted to MITN in early January, with a due date of mid-February. Further updates are forthcoming.

Ice Arena News

Our new electric edger that replaced our old gas powered edger (ordered in early 2023 and recently delivered) is awesome! The edger is a tool used for ice maintenance such as removing ice buildup along the rink boards. No more exhaust fumes and so very quiet! We plan to share a video soon.

Birmingham Unified (BU) High School Hockey team

Birmingham Unified (BU) High School Hockey team participated in Toys for Tots Midland on December 9, 2023. They collected toys at The Birmingham Ice Sports Arena after their hockey game, which they won 8-1.

Engineering Department

2023 Construction Update

The 2023 Sewer Rehabilitation Project will continue through the winter months. This project includes cleaning and televising sewers, and sewer lining at various locations throughout the City.

Illicit Discharge to Rouge River

The City has determined the source of the sanitary sewer discharge and a letter was mailed to the property owner on Wednesday, December 6, 2023. The property has 14 days to contact the City to discuss and review their plan to disconnect.

We have been keeping the Michigan Department of Environment, Great Lakes, and Energy (EGLE) aware of the City's progress in finding the source.

Lead Service Replacement Program

The City recently mailed a notification to property owners with known lead water services regarding scheduling the replacement of their water service for free. Notification recipients are instructed to follow the steps in the letter to schedule your water service replacement.

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

Water Service Verification Program

The City has a deadline of October 2024 to submit 364 water service material information reports to the Michigan Department of Environment, Great Lakes, and Energy (EGLE). The City randomly selected 364 water services to verify water service material for this ELGE requirement. A letter was sent recently to property owners who still need to verify the "In-Home/Business" water service line material. 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

Congratulations, Brendt Frederick

Congratulations to our own Brendt Frederick, who earned Fire Academy Instructor of the Year at Macomb Community College. Quite an accomplishment! We are very proud of your hard work and dedication in training future fire service candidates.

Active Assailant Response and Recovery Plan

On December 6, 2023, several City department heads, assistants, as well as the City Manager participated in a tabletop exercise focused on an incident involving our active assailant response and recovery plan. The exercise was performed to test the preparedness of the City and to improve the City's Emergency Operations Plan (EOP). The plan will be reviewed and training will be conducted annually with the continued hope it never has to be applied.

1924 American LaFrance Fire Engine

The department's 1924 American LaFrance Fire Engine just received a newly upholstered seat. The seat was restored to original specification from 100 years ago when Birmingham's first water pumping fire truck was delivered in 1924. The department will continue to maintain this beautiful part of the City's history for years to come.

MOVEMBER

This year many members of the Fire Department participated in *MOVEMBER* which is a movement to raise awareness for men's health issues such as prostate cancer, testicular cancer and men's suicide. The members all donated money in support of the cause and grew mustaches. Some firefighters could pull off the look…others not so much.☺☺

Human Resources

New Hires

The City of Birmingham extends warm congratulations to our newly hired employees from November 13, 2023 to December 12, 2023. Their skills, expertise, and enthusiasm are a valuable addition to our staff. We welcome them to our team!

Department	Name	Position	Type
Parking	Anne Jay	Parking Operations	Full Time
Library	Adam Redmond	IT Coordinator	Full Time
Clerks	Sydney Pereira	Intern	Temporary
Police	Kevin Druzinski	Parking Enforcement	Part Time (AFSCME)
Engineering	Ali AlAbbas	Construction Engineer	Full Time
Community Dev	Ireland Crippen	Support Staff A	Full Time (AFSCME)
Library	Joshua Campeau	Librarian	Full TIme
Community Dev	Mariah Trovato	Support Staff A	Full Time (AFSCME)
Library	Austin Dewalt	IT Assistant	Part TIme
Library	Becky Nelson	Sub. Librarian	Part Time

December Hiring Anniversaries

The City of Birmingham celebrated the hiring anniversaries of several employees. We extend our heartfelt appreciation for their exceptional service and unwavering dedication. Their contributions are deeply valued and recognized.

Years Of Service	Employee	Department	Position
1	Emma Moskovitz	Library	Library Page
1	Marc Schwartz	Fire	Fire / AEMT
1	Jennifer Rohrer Walbert	Library	Library Reference Assistant
2	Leah Blizinski	Community Dev	City Planner
3	Bryan Grulke	DPS	Ssw Operator
4	Scott Zielinski	DPS	Director Of Public Services
4	Nicholas Krumm	Police	Police Officer
4	Christopher Bukoski	Police	Police Officer
6	Kimberly Wickenheiser	Finance	Assistant Finance Director
8	Nicholas Slanda	Fire	Fire / AEMT
9	Jeffrey Rushing	DPS	SSWSpecialist
9	Mary Macmillan	Library	Library Assistant II
1	Jennifer Rohrer Walbert	Library	Library Reference Assistant

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.

Department	Position	Type	Application Closing
Parking	Lead Attendant	Full Time	12/20/2023
Parking	Administrative Assistant	Full Time	12/19/2023
DPS	SSW Assistant Foreman	Full Time (Teamsters)	12/30/2023
Building	Plumbing Inspector	Full Time	Until Filled
DPS	Fleet Mechanic	Full Time (Teamsters)	Until Filled

Planning Department

Planning Board

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

1. The Birmingham Plan 2040 - Study Session (Took place on December 13, 2023.)
2. Triangle District Mixed-Use Standards – Study Session (January 10, 2024)
3. 720 S. Adams – Community Impact Study & Preliminary Site Plan Review (January 24, 2024)

Multi-Modal Transportation Board

The Multi-Modal Transportation Board recently reviewed and completed recommendations of capital improvements for Arlington and Shirley, as well as Oakland and the intersection with N. Old Woodward. These items will go before the City Commission on January 8, 2024.

Public Arts Board

The Public Arts Board has reviewed two new sculpture donations for the City. One sculpture is a golfer silhouette by Martin Van Almin which is recommended for Lincoln Hills as a thank you to staff for working during COVID-19 shutdowns. The other is a 20' metallic sculpture by James Kaye which is recommended to go beside the bench in the green space along W. Maple, just west of The Birmingham Museum across from Martha Baldwin Park. Kaye is the artist of the wall art on the north side of the Daxton. Both items will be reviewed by the Parks and Recreation Board in January prior to appearing before the City Commission for formal acceptance.

Sustainability

The Planning Division recently completed their first SolSmart assessment with the National League of Cities. As it states on the SolSmart website, the SolSmart program has two key parts. First, the program provides no-cost technical assistance to help local governments follow national best practices to expand solar energy use in their jurisdictions. Second, it recognizes and celebrates these communities with SolSmart designations of Platinum, Gold, Silver, and Bronze. As the Planning Division works through this process, the City Commission should expect to see updates periodically, as well as potential action items that will require City Commission approval.

In addition to SolSmart and all of the other sustainability activities that the Planning Division is engaged in, the Planning Division would like to announce that it will be awarded a fellow through the Catalyst Communities program (EGLE). The fellowship opportunity is only available to communities in the Catalyst Leadership Circle (CLC), which is a group of local governments that are paving the path toward increased sustainability across the State. Communities that receive a silver or gold designation in the Michigan Green Communities Challenge can participate in the CLC. Perks of participation include access to bi-monthly peer-sharing convening with other local leaders, regular email updates on relevant resources and opportunities, and eligibility to host a CLC Fellow that can assist with decarbonization projects. The fellow will work through the summer of 2024, and will be supported by the Graham Sustainability Institute at the University of Michigan. Project details and timelines will continue to be reported to the City Commission, and any finished products will ultimately be reviewed and approved by the Commission.

Police Department

Organized Retail Fraud Thefts at Lululemon

On February 12, 2023, and again on November 26, 2023, Lululemon located at 101 South Old Woodward reported a retail fraud after incidents occurred. Each time the theft involved multiple females who

entered the store for approximately two minutes and ran out carrying armloads of stolen merchandise. One main suspect was identified by Birmingham detectives, the Oakland County Sheriff's Department and a member of the Lululemon Organized Retail Crime Unit. This main suspect has been identified as the ringleader committing forty-eight (48) thefts at multiple Lululemon and Ulta locations.

Birmingham detectives, working in cooperation with detectives from Oakland County, Troy SIU, Grosse Pointe, and the Attorney General's office, conducted surveillance and obtained additional intelligence. A 9-count felony warrant was obtained for the suspect. The warrant included one count of conducting criminal enterprises, a 20-year felony, and eight counts of retail fraud first-degree, a five-year felony.

Update on Woodward Noise

The Birmingham Police Department continues to work to address the vehicle noise on Woodward Avenue. The existing State law (MCL257.707c) has been the topic of many discussions regarding the restrictive and conflicting language within it. The Police Department has had several conversations with our State elected officials (Sen. McMorrow and Rep. Price) over the last year regarding the State statute and proposed changes to help law enforcement throughout the State address this issue. Additionally, on November 6, 2023, Birmingham Police were requested to attend a meeting in Bloomfield Hills with their elected official (Rep. Steele) to discuss this topic and to help gain their support in sponsoring changes to the existing State law. Also in November, the Police Department contacted the Michigan Association of Chiefs of Police (MACP) and held a discussion with their administrative team and legislative chair to review this issue. The MACP has offered their full support in lobbying for change once an agreeable bill is proposed.

On December 6, 2023, the Police Department again met with Sen. McMorrow's assistant, Emily Collins and encouraged her office to propose a change to this State law and advised they will have the full backing of the MACP. Also, on December 7, 2023, the Police Department had a similar conversation with Rep. Price.

The Police Department continues to push for legislative changes that can help address this ongoing issue and has attempted to deal with the problem in a variety of ways. In 2023, the Police Department worked to obtain signed letters of "power of attorney" for many of the privately owned parking lots. Along the Woodward corridor, restricted parking hours in the public spaces are being implemented to address the congregating that takes place. Once these restricted parking signs are installed they will be evaluated to monitor their effectiveness and then will be taken to the Multi-Modal Transportation Board for review. We also obtained grant funding from the Office of Highway Safety Planning (OHSP) to cover the costs of placing additional patrols on Woodward.

While we are entering winter, we know it won't be long before the snow melts and cruising returns so the Police Department will continue to push our elected officials to take action while reviewing alternatives to address the issue.

Home Invasions in Oakland County

The Birmingham Police Department has agreed to participate in a Task Force in Oakland County to address the recent increase in home invasions. Since September, it is estimated that over 30 home invasions of high-end homes have taken place in Oakland County. The City of Birmingham has taken one report that is linked to these cases. Through the investigations of multiple agencies, including the FBI and the Border Patrol, the suspects have been identified as part of the South American Theft Group (SATG), a criminal organization out of Chile and Columbia. These suspects have been observed to work in teams of 3 to 6 individuals and as young as 14 years of age.

A county-wide task force has been created to assist in the investigations and arrest of these suspects. All agencies that are participating in this task force have agreed to assist each other during this

investigation and share available resources that can help lead to the arrest and prosecution of these criminals.

Birmingham Police Officers Benevolent Association Adopts a Family

The Birmingham Police Officers Benevolent Association is selling mini stuffed Maples, replicas of our police therapy dog Maple. Proceeds from these sales are to benefit a family in need this holiday season. Since December, the Benevolent Association has sold approximately 80 stuffed animal Maples. The association made contact with several churches and the Birmingham School District to identify a family in need that could benefit from this program. While one family has been identified, the Benevolent Association continues to look for a potential second family to help as sales of the mini Maples will continue through December 21, 2023.

Those who would like to support this cause may purchase a mini Maple for $20.00 at the Police Department lobby during normal business hours.

Parking Systems Update

Operations
On November 27, 2023, the City notified SP+ regarding the plan to bring parking operations in-house. The transition will occur starting on January 8, 2024. As part of the transition, all monthly parkers with the City will receive invoices from Zephire, a new monthly parking software system that the City will use to manage monthly parking accounts.

The City is in the process of hiring staff to operate the parking system. Bringing the parking operation in-house will give the parking operation the ability to be more flexible, expedite changes, and lead to a more efficient operation, improving the experience for those parking with the City.

EV Charging
The City submitted an Invitation to Bid (ITB) for the installation and operation of EV charging stations on City owned property. Submissions were due on December 1, 2023. There were three respondents to the ITB. It is anticipated EV charging stations will be installed in Q1 of 2024.

The City just purchased its first fully electric vehicle, a Ford F-150 Lightning. The new vehicle is assigned to the Parking Department and will replace the truck that SP+ has been using for parking operations.

Free Parking Report
Download a report showing a two-month snapshot of the total number of cars in the parking decks, broken down by how many paid to park versus how many parked for two hours or less, which is free in all decks.

Monthly Occupancy
Download an occupancy report for the month of November. This report shows a breakdown of both transient (daily) and monthly parkers at each garage and how full each garage is on average by hour for the month.

Overall Occupancy

NOVEMBER AVG CAPACITY	
Chester Garage (880)	11.00%
Old Woodward (745)	26.00%
Park Garage (811)	20.00%
Peabody Garage (437)	39.00%
Pierce Garage (706)	44.00%

Future Agenda Items
Download a summary of future agenda items.

Future Workshop Items
Download a summary of future workshop items.