



CITY MANAGER'S REPORT

January 2024

Baldwin Public Library

Press Reader

Baldwin is now offering Press Reader, an all-you-can-eat newspaper and magazine subscription service, to library cardholders. Press Reader offers online access to The Economist, along with hundreds of other magazines and newsletters. Learn more at <https://www.baldwinlib.org/emagazines/>.

Library Board

The Library Board met on January 17 at 7:30 p.m. for its regular meeting. Board meetings are held in the second floor Board Room. At their December meeting, the library board selected Wendy Popko to create an art installation in the new cafe and collaboration space. At January's meeting, Wendy presented four mural concepts to the board and they selected the final design for the project.

Phase 3 Construction Project

Interior and exterior concrete flooring, sidewalks and planter beds have been installed. Window framing began on January 15. The project is scheduled to be completed by early April and we will be celebrating the new addition with an open house and ribbon cutting on May 18. The January 2024 renovation report is [now available online](#).

Library Tour

If you would like to learn even more about the library, join Director Rebekah Craft for a Behind the Scenes Tour. You will 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 Wednesday, February 7 at 4 p.m.

Upcoming Events

Idea Lab Event: The Grand Tour

Wednesday, February 7 — 7:00 p.m. to 8:00 p.m.

Have you always wondered what The Idea Lab is all about, but were afraid to ask? In this event, Jeff will take you on a tour of The Idea Lab, including a quick demo of our exciting equipment. Registration required.

Negro Motorists Green-Book

Monday, February 12 — 7:00 p.m. to 8:00 p.m.

Join Kimmie Dobos-Wolfe, Detroit Historical Society's Manager of Education and Public Programs, for a "walk" through Midtown and downtown Detroit and discover the safe havens, swinging spots and surprising stories that helped African Americans from Detroit and all over the country navigate the City.

The Second Middle Passage: America's Domestic Slave Trade

Tuesday, February 13 — 7:00 p.m. to 8:30 p.m.

In the thirty years after the Revolution, a new type of American slave trade rose to compete with, eclipse and replace transatlantic slave trade. This new slave trade took place wholly within the United States as more than a million enslaved African Americans made this massive forced migration from the Upper South to work on cotton plantations in the Deep South. Join Dr. Richard Bell as he explores the development of this domestic slave trade called the Second Middle Passage.

Bluey Bash

Monday, February 19 — 10:00 a.m. to 10:30 a.m.

Bring your imagination and celebrate our favorite Blue Heeler family with crafts and Bluey-approved games. Caregivers must stay with children for the program. Registration required.

Learn more about these events and other programs coming to Baldwin at <https://www.baldwinlib.org/calendar/>.

The Birmingham Museum

Birmingham's Black History Series

The Birmingham Museum has been at the forefront of research in our previously unknown or overlooked local Black history and has been working to bring a more complete story to the public. As part of this effort, the museum will be hosting a [special program series](#) each Saturday during February from 11 a.m. to noon at the museum. Topics are drawn from recently discovered stories of Birmingham's Black history:

- Feb. 3: "Abolitionist and Freedom Seeker: Birmingham's Story of the Underground Railroad"
- Feb. 10: "The Multi-racial 'Delaware Moors' and Birmingham's Past"
- Feb. 17: "The Harris-Jackson Family: A Century of Being Black in Birmingham"
- Feb. 24: "CREEM Magazine and Black Artists of the 1970s—and Beyond"

Tickets are \$10, or 4/\$35 (purchase of a package of four also includes a one-year membership to the Friends of the Birmingham Museum). Space is limited, so pre-registration is required. Contact the museum at (248) 530-1928 or lpielack@bhamgov.org.

Digital Access to Historic Birmingham School Yearbooks

The Birmingham Museum has announced the launch of digital access to its historic Birmingham school yearbook collection with free online access to the 1919-1929 issues now available. The digitization project has been underway for several months as part of an overall initiative by the museum to make items of special interest more accessible, and in keeping with the City's goals, to utilize sustainable approaches such as digitization and online access to accomplish this. Yearbooks provide much essential information to genealogists, local historians and families conducting personal research.

The museum's school yearbook collection was acquired over the last fifty years as donors have gifted copies that go back to 1919, the first yearbook issued by the then recently built Birmingham High School. The Birmingham Museum will be adding to the online yearbook collection one decade at a time, and anticipates the full digitized collection being available on the website over the next several months. The museum will undergo a revision to its strategic plan over the next year, and sustainability and public access will continue to be part of its focus. The digitized yearbooks can be viewed at www.bhamgov.org/yearbooks.

Birmingham Shopping District (BSD)

Events

BRRmingham Blast

Zip in to Downtown Birmingham on Saturday, January 27, from 10 a.m. – 6 p.m., for the BRRmingham Blast – a brand new event featuring free entertainment, food trucks and activities for all ages. The event will take place along South Old Woodward Avenue from Maple Road to Brown Street. This event is new for the BSD, based upon input from the community and a goal to drive consumers to Birmingham during the winter season.

Zip Line: Experience the ultimate rush of zip-lining across the sky on the award-winning Fly Wire Zip Line, the longest mobile zip line in Michigan! Thrill seekers of all ages are invited to ride the 300-foot-long zip line free of charge during the event.

Food Trucks: A delicious variety of food trucks will be serving up savory favorites and warm sweets for purchase, including Sushi Kabar, Famous Hamburgers, House of Mac, S'mores & Coffee, The Little Donut Factory, Pull On This Chimney Cakes and Motor City Pasty Company. Relax in the warming tent, set with tables and chairs, to enjoy meals with family and friends. For those who prefer to dine-in, explore a [list of downtown restaurants](#).

Marshmallow Roasting and Activities: Gather around the fires for free marshmallow roasting, and visit the Kids' Zone tent for crafts during the event.

Retail Sales: Downtown Birmingham's many local and national retailers will be open during the event, so be sure to schedule some time to shop post-holiday sales and new 2024 merchandise! Explore a [full list of downtown retailers](#).

Business Development

Business Recruitment

Warby Parker is scheduled to soft open on January 31, and they are welcoming neighboring businesses in the district to stop in that first week for an open house in the mornings. Radiant: Made for Us, a new jewelry store, has opened in the former Great Eros location, and Baby Bar is planning to open in the former EGG location. While there has been some turnover of space (those recently cited national market trends and transitioning online sales), there is still a steady interest and waiting list for space downtown by retailers.

Projects In Progress

- CRM research, data collection and new service provider review.
- New business welcome packet.

Maintenance & Capital Improvements

Pierce Street Alley/VIA Projects

The BSD is meeting with Main Street Oakland County this week to begin developing concept designs and budgets for the VIAs, in particular Pierce Street. The City's Engineering Department recently completed the topographical survey of the Pierce and West Maple alleys, which will be bid out this spring and under construction this summer. The BSD is looking to create a more

pedestrian friendly environment for the alleys by implementing the VIA plan the City developed almost a decade ago, entitled "Activating Public Spaces".

Marketing & Advertising

Holiday Survey

The BSD will be sending out a holiday survey to merchants to gauge their success this past holiday season. Look for results from the survey to be completed by early February.

Brand Extension

As spring and summer programs are now in the planning stages, the Marketing & Advertising Committee is working on the next round of brand extension items including a spring/summer and Farmers Market logo, as well as a new district map for marketing purposes.

Tourism Advisory Committee

This committee met for the first time in December and again on January 17. This past month, the committee conducted a self-assessment of the tourism assets, needs and opportunities. Plans are to develop a prioritized strategy over the next couple months to begin integrating into the BSD's marketing plan.

Organization

Board of Directors

The BSD Board held its election of officers this month, resulting in Amy Pohlod as Chairperson, Michael McKenzie as Vice-Chairperson and Richard Astrein as Secretary. The secretary position is new for the Board given their newly adopted bylaws this past year. Committee chairs and vice-chairs were also appointed.

Merchant Meeting

A merchant meeting was held on Tuesday, January 9, which provided merchants with the calendar of events, meetings and information on proposed short-term parking recommendations.

BSD Winter/Spring Calendar of Events

BRRmingham Blast	January 27, 2024
Spring Stroll	April 13, 2024
Farmers Market Opening Day	May 5, 2024

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 (8 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 five cases on the agenda for the January 9, 2024 Board of Zoning Appeals regular meeting:

1. 631 Ruffner: The property owner requested variances from the minimum combined side yard setback, minimum side yard setback, minimum distance between houses and minimum distance an attached garage must be set back from the front façade to construct an addition on their existing nonconforming home. The variances were approved by a 6/0 vote.
2. 1215 Cedar: The property owner requested variances from the minimum total combined side yard setbacks, minimum side yard setback and the minimum distance between houses to construct an addition on their existing nonconforming home. The variances were approved by a 6/0 vote.
3. 172 George: The owner requested a variance to construct a detached garage closer to a neighboring house than permitted by the ordinance. The request was denied by a 6/0 vote.
4. 220 Lakepark: The property owner requested a variance to construct an attached garage that would not be set back from the minimum distance from the front façade of the home. The variance was approved by a 5/1 vote.
5. 460 Wimbleton: The owner requested variances from the minimum required front yard setback and the minimum total combined side yard setbacks to construct an addition to the existing home. The variance regarding the front yard setback was approved 6/1. The other request was denied 6/0.

Congratulations, Jeff Zielke

Assistant Building Official Jeff Zielke passed the International Code Council's Building Plans Examiner Certification exam on January 15, 2024. This is a difficult exam and passing it demonstrates Jeff's excellent knowledge of the commercial building code along with its associated standards. Congratulations, Jeff!

Online Permit Applications

In the month of December, we processed 251 permits online bringing the total permits processed electronically in 2023 to 4,387. Last year, 85% of all building, electrical, mechanical and plumbing permits were applied for online.

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 - Initial Mailing

The initial mailing of absentee ballots is tentatively scheduled for Friday, January 19, 2024. Please be on the lookout and check your mailbox if you requested an absentee ballot.

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 should have received a postcard 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. Clerk's Office staff will be following up by email, phone call**

and first class mail for Permanent Ballot Voters who have not returned their ballot selection cards. 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.

Absentee Ballot Applications

Absentee ballot applications have been delivered 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

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 absentee ballot list (optional)

Automatically send me an absentee 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: _____

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

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 / /

NOTE: Michigan law requires that A.V. Ballots be sent to your registered address unless you request that your absentee 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.

6 Complete If Needed 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.

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

Important notes: In step 2, the third option, "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 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.

Absentee ballots will be mailed as requests are received up until the absentee ballot issuing deadline of Monday, February 26, 2024 at 4:00 p.m.

Becoming a Permanent Ballot Voter

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 a box on their November 7, 2023 absentee ballot application. This box is also available on the 2024 absentee ballot applications. 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 that 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 be contacting all voters whose absentee ballots bounced back to the Clerk's Office in the mail.

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.

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.

Calling All Election Inspectors!

The City Clerk's Office is taking applications for election inspectors. The February 27, 2024 Presidential Primary Election will be a great learning opportunity for all elections inspectors of all levels of experience as we head into the 2024 Election Cycle.

Becoming an election inspector is a valuable opportunity to actively support our democratic process. As an election inspector, you play an essential role in ensuring fair and transparent elections, while safeguarding the rights of your fellow citizens. With training and experience, election inspectors build a deeper understanding of the election process and all of the safety and security measures in place to ensure that elections continue to be conducted with accuracy and efficiency in a safe manner.

Follow [this link to sign up as an election inspector](#) for the February 27, 2024 election. All the training classes are included, along with placement requests and additional information the Clerk's Office will need. There have been some updates to the form, so please take your time to fill everything out completely.

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 visit bhamgov.org/vote.

February 27, 2024 - Presidential Primary Important Deadlines

Monday, February 12, 2024	Deadline to register online, at a SOS branch, or by mail for the February 27, 2024 election
February 13, 2024 through February 27, 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, February 17, 2024 through Sunday, February 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.

Greenwood Cemetery Advisory Board (GCAB)

The next meeting for the GCAB is scheduled for February 2, 2024. To view Greenwood Cemetery Advisory Board agendas and minutes visit www.bhamgov.org/GCAB.

Mary Chase Perry Stratton Decoration - Requested by the Friends of the Birmingham Museum

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.

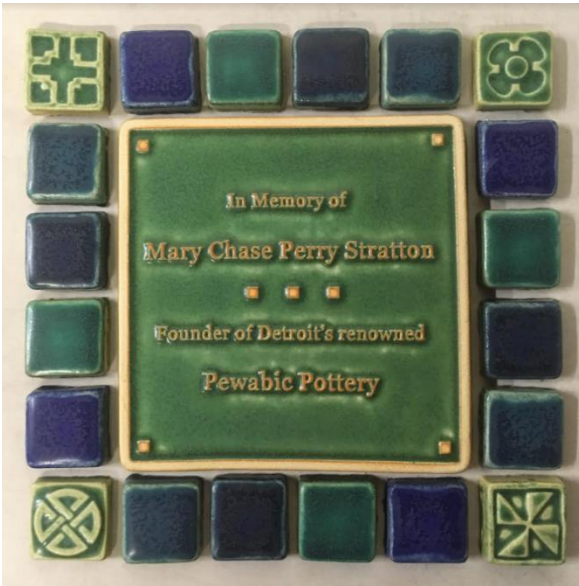


The Clerk's Office consulted with Cheri Arcome who has assured the City that the proposed installation of the Stratton decoration will not obstruct cemetery operations. The Clerk's Office also conferred with the City Manager's Office regarding this matter.

There will be a fee of \$250.00 to lay out 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).

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 1 and April 15 unless weather permits.



Board of Ethics

The Board of Ethics recently met to review the draft opinions for cases 2023-03 and 2023-04. In addition to reviewing the most recent cases, the Ethics Board is working on a presentation for the February 5, 2024 City Commission Workshop. 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 commission is a great way to get involved in your community, meet new people and make a positive impact. Don't miss out on the chance to make a difference - go to www.bhamgov.org/boardopportunities to view all the available openings and submit your application.

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	1 regular members to serve a 3-year term expiring 12/31/2026 1 regular members to serve a 3-year term expiring 12/31/2025 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	1/17/24	1/22/24
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	None		
Ethics Board	1 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	None		
Museum Board	None		
Parks & Rec Board	None		

Planning Board	None		
Public Arts Board	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 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 13, 2023, the AIPC held a public engagement meeting at the Baldwin Public Library. A summary of the AIPC's work to date was presented to the attendees, and the committee heard public comments regarding all aspects of aging in place.

On January 8, 2024, ACM Clemence attended the Village of Franklin's Council meeting. Under public comment, he discussed the City's Ad Hoc Aging in Place Committee and the Community Survey. ACM Clemence invited the residents of Franklin to be a part of the City's Community Survey process. As interlocal partners with the City, Bingham Farms and Beverly Hills in supporting Next, ACM Clemence explained that the City was trying to reach as many people as possible in order to effectively address an action plan moving forward for all of our communities' older adults.

On January 16, 2024, ACM Clemence gave a similar presentation at the Village of Beverly Hills Council meeting.

YMCA Building

City staff received eight (8) responses related to the RFP for building assessment and conceptual designs for the renovation/expansion of the YMCA building (400 E. Lincoln) by the January 5, 2024 deadline. The proposals received ranged in cost from \$54,100 to \$187,820. The next steps will be proposal evaluations from a committee consisting of the City Manager, both Assistant City Managers, the Building Official, the DPS Parks and Recreation Manager and Next Director Cris Braun. The evaluation committee will present its findings to the City Commission in February or March.

Communications

Around Town e-Newsletter

February Edition

The communications team is working on the February edition of the Around Town e-Newsletter, which will include information about the Presidential Primary election, Engage Birmingham projects, the RainSmart rebate program, winter sports, new businesses and more. Follow [this link to view the January edition](#) of the Around Town e-Newsletter.





Name the Street Sweeper

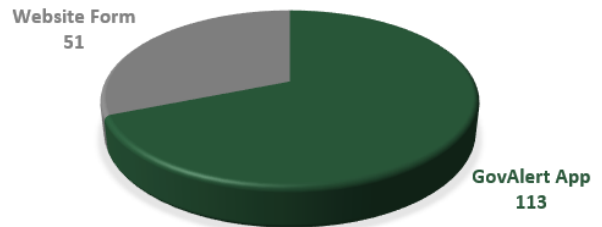
The City of Birmingham’s new street sweeper needs a name! School-aged Birmingham residents are invited to help us name this new hard-working vehicle, which joins Sweeping Beauty and Meryl Sweep in the Department of Public Services’ fleet that keeps our streets clean and the community tidy. A parent, guardian, teacher or other adult may submit an entry on behalf of a child/student. Name ideas may be submitted by Friday, February 2, 2024 at <https://engage.bhamgov.org/name-the-street-sweeper>. After the deadline, the community will be invited to vote for their favorite name. The name with the most votes will be printed on the sweeper and shared on social media.



GovPilot Fourth Quarter

During the fourth quarter of 2023, we received a total of 164 citizen requests through the GovPilot system, 113 of which were received via the GovAlert app, and 51 via our website form.

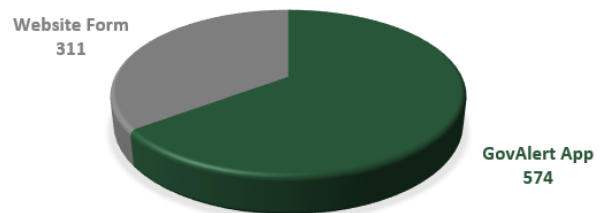
GOVPILOT QUARTERLY REPORT OCTOBER - DECEMBER 2023 164 CITIZEN REQUESTS RECEIVED



GovPilot Annual Update – 2023

In 2023, we received a total of 885 citizen requests through the GovPilot system, 574 of which were received via the GovAlert app, and 311 via our website form.

GOVPILOT ANNUAL REPORT 2023 885 CITIZEN REQUESTS RECEIVED



BIRMINGHAM CITY COMMISSION - UPCOMING AGENDA ITEMS

Meeting	Topic	Dates Addressed	Status
1/8/24	Letter to Bloomfield Twp regarding variance for Birmingham Country Club	1/8/24	In progress
1/8/24	Direct Police/Multi-Modal Transportation Board for report back on Torry/Haynes consistency	1/8/24	In progress
12/18/23	Expand the Shirley/Arlington Project to include Brandon	12/18/23 01/08/24	In progress
12/4/23	Parking system financials	12/4/23	In progress
11/27/23	Process for civic projects	11/27/23 12/4/23	In progress
11/13/23	Historic Preservation	11/13/23	In progress
11/13/23	Vehicular Speed Issues	11/13/23 1/8/24	In progress
10/2/23	Workshop on Roberts Rules, OMA, Opinion on minutes detail from parliamentarian Coco	10/2/23 Upcoming Workshop	In progress
10/2/23	Implementation of crosswalk standards	10/2/23 10/16/23 11/13/23	In progress
9/18/23	Remediation Strategies for Rodents and Vermin	9/18/23 10/2/23 11/27/23	In progress
8/28/23	City water and sewer system	8/28/23 9/11/23	In progress
6/5/23	Discuss unimproved streets and infrastructure	10/2/23 Workshop	In progress
5/8/23	Woodward noise	5/8/23 6/5/23	In progress
2/27/23	Bench and Little Library for Pat Andrews	3/13/23 5/8/23	In progress

Department of Public Services

Thank you, Streets, Sewer and Water Division

The Streets, Sewer and Water Division staff members worked throughout the holiday weekend (January 12-15), executing rolling shifts to battle the storm elements. While clearing heavy wet snow, ice, fallen trees and branches, the team was forced to stop clean-up efforts and work on two separate water main breaks on January 14. Due to the excessively cold weather, staff was forced to stop working on Sunday as equipment froze. Staff was finally able to return water into service on Monday afternoon at the second water main break location. Staff continues to work long hours as they clear streets both in the downtown and residential areas. The DPS thanks residents for their patience as we continue our work.

Forestry Quarterly Update

The City completed the 2023 Fall Tree Purchase and Planting, where a contractor procured and installed 150 trees in street right-of-ways and parks. More than 20 varieties of trees were planted, all of which were selected using the "Right Tree, Right Place" method to ensure the tree will not interfere with overhead or underground utilities and adapt well to its surroundings.

Davey Resource Group is beginning the third year of re-inventorying City trees into TreeKeeper, the software the City uses to monitor current species diversity, condition of trees, new plantings, etc. They will be focused in the southwestern quadrant of the City (from Maple to 14 Mile and Cranbrook to Woodward), and will also inventory upcoming road reconstruction sites and St. James Park, Kenning Park, and Howarth Park.

Storm Report 1/12/24:

Heavy snow and winds on Friday, January 12, caused more than 100 City trees to lose limbs or in a few cases completely tip over. Brush routes are being run throughout the City to clean up fallen limbs, which includes private tree debris that has been placed at the curb and meets the brush requirements (up to 4" in diameter and longer than four feet). City trees with significant failures will be evaluated following the majority of the storm damage cleanup.

Ice Arena News

What do Birmingham families do when the schools have snow days? Go to the Birmingham Ice Arena! The arena had over 250 skaters in two (snow) days during the weekday open skates because school was closed last week. Weekday open skates average 142 skaters over the course of a "normal" week. Skate rental was up last week as well, accordingly, from a weekly average of 50 rentals to 140 in two days.

The Learn to Skate Program, Session 3 had 234 registrations, compared to last year's 198 registrations for Session 3. Learn more about the Birmingham Ice Arena at www.bhamgov.org/arena.

Engineering Department

Illicit Discharge to Rouge River

The City has determined the source of the sanitary sewer discharge. A meeting between the Engineering Department and the property owner occurred on January 11, 2024 to review the current conditions of the building and the next steps.

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

Lead Service Replacement Program

The City will be starting a door-knocking effort to replace water lead services at no cost to property owners. If the property owner is not available, a flyer will be left. Please follow the steps in the flyer to schedule your water service replacement.

Water Service Verification Program

The City has a deadline of October 2024 to submit 364 water service material information to the Michigan Department of Environment, Great Lakes, and Energy (EGLE). The City randomly selected 364 water services to verify the material for this ELGE requirement. The City will be knocking on doors to talk to the property owners about verifying the "In-Home/Business" water service line material. If a property owner is not home, a flyer will be left with the next steps. 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.

Redding Road Project

The City Commission awarded this project on January 8, 2024. The Engineering Department will host a property owner meeting to provide construction information on the project on Thursday, February 15, 2024 from 5:30-7p.m. Property owners will receive a letter with additional information about this meeting.

Edgewood Road Project

The City received bids on the project which will be brought forward to the City Commission for approval in February. The Engineering Department will host a property owner meeting to provide construction information on the project on Wednesday, February 28, 2024, from 5:30-7p.m. Property owners will receive a letter with additional information about this meeting.

For more information regarding these projects or programs, please contact the Engineering Department at (248) 530-1840.

Fire Department

Fire Hydrant Check

During January, Fire Department personnel checked the City's 870+ hydrants to ensure the barrels remain dry so that there is a readily available water supply in case of an emergency. As the winter months and cold weather approach, hydrants must not contain water so they do not freeze, making them unusable during a fire. Fire hydrants have a valve below the frost line connected to the water main that is opened by the stem at the top by a firefighter when used. Unobstructed access to hydrants is paramount. As a reminder to the public, do not park in front of any hydrants and do not allow snow to cover hydrants as we progress through the winter months. Any obstruction to the City's fire hydrants will result in a fine.

Advanced Cardiac Life Support Recertification

Within the next couple of weeks, the Fire Department will put all personnel through Advanced Cardiac Life Support (ACLS) recertification. This certification is a requirement to work as a paramedic in the State of Michigan. Even though the certification is valid for two years, the Birmingham Fire Department requires its paramedics to recertify annually to keep their knowledge and skills at peak performance. Personnel cover heart rhythm analysis, cardiac medication dosages and routes, and the use of cardiac monitors/defibrillators. ACLS certification, through the American Heart Association, is the same training, using the same medications and dosages that doctors and nurses have in any local hospital's emergency room.

Human Resources

New Hires

The City of Birmingham extends warm congratulations to our newly hired employees from December 13, 2023 to January 12, 2024. Their skills, expertise, and enthusiasm are a valuable addition to our team.

Department	Name	Position	Type
Police	Maksym Mishchanchuk	Police Officer	Full Time BPOA
Library	Adam Redmond	IT Coordinator	Full Time
Parking	Anne Jay	Parking	Full Time

January 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
2	Drouillard, Madison	Police	Police Dispatcher
3	Miller, Jaclyn	Library	Library Associate Director
3	Casey, Tana Lee	Police	Crossing Guard
4	Aldrich, Derek	DPS	Operator Parks/Arena/Forestry
5	Hiser, Michelle	Police	Clerk/Typist B
5	Casaceli, Donna	Museum	Museum Specialist
6	Bartley, David	DPS	Parks & Forestry Technician
7	Kowalczyk, Michael	DPS	SSW Technician
7	Mcintyre, Scott	Police	Police Officer
8	Donnelly, Caitlin	Museum	Museum Specialist
9	George, Linda	DPS	Part-Time Clerical Assistant
9	Rodriguez, Linda	Police	Parking Enforcement

10	Huot, Michael	DPS	SSW Technician
13	Springer, Rebekah	Police	Police Sergeant
13	Romanowski, Michael	Police	Police Lieutenant
19	Salucci, Caroline	Library	Librarian Part-Time
21	Williams, Christine	Police	Parking Enforcement
26	Whipple, Jeffrey	Police	Police Officer

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
Administration	Finance Director/ Designee	Full Time	February 13, 2024
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. 720 S. Adams – Community Impact Study & Preliminary Site Plan Review (January 24, 2024)
2. 294 E. Brown – Brown St. Mixed Use – Design Review (January 24, 2024)
3. 295 Elm – Forest Townhouses – Final Site Plan & Design Review (January 24, 2024)
4. The Birmingham Plan 2040 – Study Session (February 28, 2024)
5. Triangle District Mixed-Use Standards – Study Session (February 28, 2024)

Historic District Commission

As a part of the City of Birmingham’s Historic District Commission’s (HDC) larger preservation goals, the HDC will be embarking on a process to create an organized, holistic, and long-range approach to historic preservation and develop a Historic Preservation Master Plan. At this time, a [Historic Preservation Master Plan survey](#) is live on Engage Birmingham. In this survey, the HDC is looking for high-level feedback to get a pulse for the City’s views on historical preservation and what people may like to see moving forward.

Sustainability

Applications are now open for Oakland County's [RainSmart Rebate](#) program. According to the website, RainSmart Rebates is two-year residential pilot program geared towards homeowners in the George W. Kuhn Drain Drainage District. The pilot offers homeowners up to \$2,000 for implementing sustainable stormwater practices such as tree planting, rain barrel installation, or creating a rain garden on their property. The primary goals of the program include fostering awareness about stormwater management and promoting environmental stewardship. Persons interested may check their eligibility through the [RainSmart Rebates Program Eligibility Map](#). The Planning Division is happy to discuss the program with interested parties and will continue to support the program through a thorough communications strategy.

Police Department

Flock Safety Cameras

In the 2023-2024 fiscal year, the approved Police Department budget included the purchase of Flock cameras. Flock Safety is a technology company that provides License Plate Recognition (LPR) cameras and software solutions. Their cameras can identify vehicles by make, color, decals, license plate and transform that footage into actionable evidence. This information allows law enforcement to quickly identify suspect vehicles, increasing our ability to identify suspects to further our criminal investigation and pursuit of charges. These cameras do not have facial recognition software and are only designed to obtain vehicle information. This information is purged from the Flock software program after 30 days. Since entering into the agreement with Flock Safety, we have had multiple cases that were quickly solved as a result of the information obtained through Flock that assisted in the identification of an otherwise unknown suspect.

Five locations in Birmingham have been selected for the initial installation of these cameras: southbound Woodward at 14 Mile, westbound Maple at Coolidge, westbound Maple at Westchester, and southbound Southfield at 14 Mile. The installation of these cameras has begun and should be completed soon. Flock Safety currently has cameras throughout most of the Metro Detroit area and across the county.

Narcotics Enforcement Team

The Birmingham Police Department has an officer assigned to the Narcotics Enforcement Team (NET) out of the Oakland County Sheriff's Office. NET has completed its year-end review for their 2023 fiscal year. Using their formula based on the number of assigned personnel for forfeiture split percentages, the Birmingham Police Department received \$40,441.18. Additionally, the Birmingham Police Department received \$5,985.00 from the High Intensity Drug Trafficking Areas (HIDTA) grant for overtime reimbursement of our officer assigned to this team. In 2023, Sgt. Kyle McCanham started the year assigned to the NET position and was later selected to become the first full-time School Resource Officer for our department. In the fall of 2023, a selection process was held to fill our vacancy in NET along with an opening in one of our other specialized units, the Special Investigations Unit (SIU). The two officers selected for these positions began their assignments in 2024.

2023 Recruitments

In 2023, the Police Department was busy with recruitments and hired the following positions:

Police Officer James Cardenas

Police Officer Cameron Lease

Police Officer Matthew Walker

Police Officer Luxie Kouza

Part-time Dispatcher Chyna Harmon

Parking Enforcement Officer Ashley Martin

Parking Enforcement Officer Kevin Druzinski

Parking Systems Update

Operations

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.

Occupancy

DECEMBER AVG CAPACITY	
Chester Garage (880)	28.00%
Old Woodward (745)	42.00%
Park Garage (811)	35.00%
Peabody Garage (437)	47.00%
Pierce Garage (706)	60.00%

Free Parking Report

Follow this [link to view the free parking report](#). This report shows a two-month snapshot of the total number of parked cars, 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

Follow this [link to view an occupancy report](#) for the month of December. 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.

Future Agenda Items

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

Future Workshop Items

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