



AGENDA
REGULAR CITY COUNCIL MEETING
41ST CITY COUNCIL
OAK PARK, MICHIGAN
SEPTEMBER 8, 2026
7:00 PM

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF AGENDA**

5. CONSENT AGENDA

The following routine items are presented for approval without discussion, as a single agenda item. Should any member wish to discuss or disapprove any item it must be dropped from the blanket motion of approval and considered as a separate item.

- A. Regular City Council Meeting Minutes for August 17, 2026
- B. Special City Council Meeting Minutes for August 17, 2026
- C. Payment request from Neumann Smith Architecture for Architectural Services on the Community Center Project for the total amount of \$255,597.26.
- D. Payment of invoices from OHM Advisors for Engineering Services in the amount of \$626.50.
- E. Approval of Pay Application No. 2 to Great Lakes Landscape Design, Inc. of Oak Park, MI for the 2026 CIA Landscaping Installation Project, M-799 in the amount of \$67,330.55.
- F. Recycling Commission Meeting Minutes for May 21, 2026 and June 18, 2026.
- G. Request to approve the 2027 City Council Meeting dates.
- H. Request to approve the Calendar Year 2027 Free Garage Sale dates.
- I. Request to approve Arts and Cultural Diversity Commission recent vote to change regular meeting time to 6pm.
- J. Beautification Advisory Commission resolution and recommendation for nominees of the 2026 Beautification Awards.

- K. Payment of invoices from the Road Commission for Oakland County (RCOC) for 2026 Greenfield Road Resurfacing Project, from north of Lincoln to 12 Mile Road for the total amount of \$15,296.00.
- L. Approval of Pay Application No. 1 to Eminent Excavating Local LLC of Dearborn, MI for the 2026 Water Main Replacement Project, M-785, in the amount of \$747,731.39.
- M. Request to approve Payment Application No. 5 for the 2026 Lawn Maintenance Contract, to Parrott Landscaping of Clinton Township, MI in the amount of \$12,489.00.
- N. Request to approve Payment Application No. 5 for the 2026 Landscape Maintenance Contract, to BrightView Landscape of Pontiac, MI in the amount of \$5,794.00.
- O. Approval of Payment No. 6 to McCarthy and Smith Inc for Construction Services for Tyler Park in the amount of \$25,726.60.
- P. New and Renewal Licenses for September 8, 2026

6. RECOGNITION OF VISITING ELECTED OFFICIALS

7. SPECIAL RECOGNITION/PRESENTATIONS

- A. Constitution Week Proclamation
- B. Community Center Project Update

8. ACCOUNTING REPORTS

- A. Approval for payment of an invoice submitted by Shifman Fournier for legal service's retainer for October 1, 2026 – December 31, 2026, in the total amount of \$20,000.00

9. CITY ATTORNEY

- A. Freedom of Information Act Appeals

10. CITY MANAGER

- A. Municipal Services
 - 1. Approval of Pay Application No. 5 and Change Order No. 3 for the 2025-2026 Miscellaneous Concrete Project, M-782 to Mattioli Cement Company of Fenton, MI, in the amount of \$101,831.02 and (\$14,254.83) respectively.
 - 2. Request to approve OPCIA Facade Grant for Grammy Pants, located at 8100 W 9 Mile for \$5,000
 - 3. Request to approve OPCIA Facade Grant for The Daily Blend, located at 26045 Coolidge Hwy, for \$5,000.

B. Public Safety

1. Request to approve an updated inter-local Public Safety Answering Point Agreement between Oakland County and the City of Oak Park.

C. Communication and Public Information

1. Request to approve an agreement with CivicPlus to implement their mass notification and emergency communications platform.

D. Finance/Assessing

1. Resolution to authorize Budget Amendment #2027-1

11. CALL TO THE AUDIENCE

Each speaker's remarks are a matter of public record; the speaker, alone, is responsible for his or her comments and the City of Oak Park does not, by permitting such remarks, support, endorse or accept the content, thereof, as being true or accurate. "Any person while being heard at a City Council Meeting may be called to order by the Chair, or any Council Member for failure to be germane to the business of the City, vulgarity, or personal attacks on persons or institutions." There is a three minute time limit per speaker.

12. CALL TO THE COUNCIL

13. ADJOURNMENT

The City of Oak Park will comply with the spirit and intent of the American with Disabilities Act. We will provide support and make reasonable accommodations to assist people with disabilities to access and participate in our programs, facilities and services. Accommodations to participate at a Council Meeting will be made with 7-day prior notice.



**MINUTES
REGULAR CITY COUNCIL MEETING
41ST CITY COUNCIL
OAK PARK, MICHIGAN
AUGUST 17, 2026
7:00 PM**

1. CALL TO ORDER

The meeting was called to order at 7:00 PM by Mayor McClellan in the Council Chambers of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

PRESENT: Mayor McClellan, Mayor Pro Tem Edgar, Council Member Crawford

ABSENT: Council Member Radner, Council Member Berman

OTHERS

PRESENT: City Manager Tungate, City Clerk Norris, City Attorney Krause

4. APPROVAL OF AGENDA

Motion by **Crawford**, seconded by **Edgar**, to **approve** the agenda as presented.

Voice Vote:	Yes:	McClellan, Edgar, Crawford
	No:	None
	Absent:	Radner, Berman

MOTION CARRIED

5. CONSENT AGENDA

Motion by **Edgar**, seconded by **Crawford**, to **approve** the consent agenda consisting of the following items:

Voice Vote:	Yes:	McClellan, Edgar, Crawford
	No:	None
	Absent:	Radner, Berman

MOTION CARRIED

- A. Regular Council Meeting Minutes for August 3, 2026
CM-08-317-2026
- B. Request to approve Payment Application No. 4 for the 2026 Landscape Maintenance Contract, to BrightView Landscape of Pontiac, MI in the amount of \$18,920.45.
CM-08-318-2026

- C. Request to approve Payment Application No. 4 for the 2026 Lawn Maintenance Contract, to Parrott Landscaping of Clinton Township, MI in the amount of \$24,654.00.
CM-08-319-2026
- D. Request to approve Invoice No. 3 for the 2025-26 Tree Survey Project, to Davey Resource Group, of Kent, OH in the amount of \$4,500.00.
CM-08-320-2026
- E. Approval of Pay Application No. 4 (Final) for the 2024-2025 Miscellaneous Concrete Project, M-773 to Mattioli Cement Company of Fenton, MI, in the amount of \$10,000.00.
CM-08-321-2026
- F. Approval of Pay Application No. 3 to Great Lakes Landscape Design, Inc. of Oak Park, MI for the 2026 CIA Landscaping Installation Project, M-799 in the amount of \$81,618.44.
CM-08-322-2026
- G. Public Safety Activity Summary Report for July 2026
CM-08-323-2026
- H. New and Renewal Licenses August 17, 2026
CM-08-324-2026

6. RECOGNITION OF VISITING ELECTED OFFICIALS

There were no elected officials present who wished to speak.

7. SPECIAL LICENSES

- A. Request for a Special Event License submitted by Motor City Ice, 21800 Greenfield Rd., Suite 700, for an open house event to be held October 23, 2026, from 11 am - 6 p.m.
CM-08-325-2026

Motion by **Edgar**, seconded by **Crawford**, to approve a Special Event License submitted by Motor City Ice, 21800 Greenfield Rd., Suite 700, for an open house event to be held October 23, 2026, from 11 a.m. - 6 p.m.

Voice Vote:	Yes:	McClellan, Edgar, Crawford
	No:	None
	Absent:	Radner, Berman

MOTION CARRIED

- B. Request for a Special Event License and waiver of application fee submitted by the Oak Park Corridor Improvement Authority, for a "Tower Tailgate" event to be held in the Water Tower Social District on September 17, 2026, from 7:00 p.m. - 11:00 p.m.
CM-08-326-2026

Motion by **Edgar**, seconded by **Crawford**, to approve a Special Event License and waiver of application fee submitted by the Oak Park Corridor Improvement Authority, for a "Tower Tailgate" event to be held in the Water Tower Social District on September 17, 2026, from 7:00 p.m. - 11:00 p.m.

Roll Call Vote:	Yes:	McClellan, Edgar, Crawford
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No: None
Absent: Radner, Berman

MOTION CARRIED

- C. Request for a special event license and waiver of application fee submitted for the annual Radcliff Place Block Party to be held on September 6, 2026, from 11:00 am - 4:00 pm.

CM-08-327-2026

Motion by **Crawford**, seconded by **Edgar**, to approve a special event license and waiver of application fee submitted for the annual Radcliff Place Block Party to be held on September 6, 2026, from 11:00 a.m. - 4:00 p.m.

Voice Vote: Yes: McClellan, Edgar, Crawford
No: None
Absent: Radner, Berman

MOTION CARRIED

- D. Request for a Special Event License and waiver of application fee submitted by Hope Care and Beyond for a shop small event to be held at 20820 Greenfield Rd on September 26, 2026, from 12:00 pm - 4:00 pm.

CM-08-328-2026

Motion by **Edgar**, seconded by **Crawford**, to approve a Special Event License and waiver of application fee submitted by Hope Care and Beyond for a shop small event to be held at 20820 Greenfield Rd on September 26, 2026, from 12:00 p.m. - 4:00 p.m.

Voice Vote: Yes: McClellan, Edgar, Crawford
No: None
Absent: Radner, Berman

MOTION CARRIED

8. ACCOUNTING REPORTS

- A. Approval for payment of invoices submitted by Garan, Lucow, Miller, PC for legal services in the amount of \$17,319.96

CM-08-329-2026

Motion by **Edgar**, seconded by **Crawford**, to approve payment of invoices submitted by Garan, Lucow, Miller, PC for legal services in the amount of \$17,319.96.

Roll Call Vote: Yes: Marian McClellan, Julie Edgar, Stephanie Crawford
No: None
Absent: Solomon Radner, Rebecca Berman

MOTION CARRIED

- B. Approval for payment of invoices submitted by Dizik/ Kaplan for legal services in the amount of \$6,500.00.

CM-08-330-2026

Motion by **Crawford**, seconded by **Edgar**, to approve payment of invoices submitted by Dizik/ Kaplan for legal services in the amount of \$6,500.00.

Roll Call Vote: Yes: McClellan, Edgar, Crawford
 No: None
 Absent: Radner, Berman

MOTION CARRIED

9. CITY ATTORNEY

- A. Freedom of Information Act Appeals - **None**

10. CITY MANAGER

- A. Municipal Services

1. Approval of Pay Application No. 5 and Change Order No. 1 for the 2025 Sewer & Catch Basin Cleaning & TV Inspection Project, M-783 by Taplin Group, LLC of Kalamazoo, MI in the amounts of \$83,841.26 and (\$33,357.27).

CM-08-331-2026

Motion by **Crawford**, seconded by **Edgar**, to approve Pay Application No. 5 and Change Order No. 1 for the 2025 Sewer & Catch Basin Cleaning & TV Inspection Project, M-783 by Taplin Group, LLC of Kalamazoo, MI in the amounts of \$83,841.26 and (\$33,357.27).

Roll Call Vote: Yes: McClellan, Edgar, Crawford
 No: None
 Absent: Radner, Berman

MOTION CARRIED

Enclosed is proposed Pay Application No. 5 and Change Order No. 1 in the amounts of \$83,841.26 and (\$33,357.27), respectively, for the 2025 Sewer & Catch Basin Cleaning & TV Inspection Project, M-783 by Taplin Group, LLC of Kalamazoo, MI. This project included cleaning and TV inspections of the sewers and catch basins in the areas shown on the attached map. The Change Order is the final quantity balancing on the project and is 100% complete.

2. Request to approve a six-month moratorium on issuing new rental licenses for rental periods of 30 days or less.

CM-08-332-2026

Motion by **Crawford**, seconded by **Edgar**, to approve a six-month moratorium on issuing new rental licenses for rental periods of 30 days or less.

Roll Call Vote: Yes: McClellan, Edgar, Crawford
 No: None

Absent: Radner, Berman

MOTION CARRIED

The Housing Law of Michigan (“State Housing Law”) contains statutory provisions concerning the maintenance and use of dwellings, setting minimum requirements for the health, welfare and safety of Michigan residents. State Law currently does not separately regulate short-term rentals. In Section IV of Chapter 18 of the City’s Code of Ordinances, 18-152, the City has adopted by reference the State Housing Law in order to make the State Housing Law’s provisions concerning private dwellings and 2-family dwellings applicable within the City of Oak Park. Specifically, the City regulates residential rental properties under Chapter 18, Article IV, Division 2 of the City Code, covering Sections 18-164 through 18-184. These provisions establish the City’s rental licensing process, authorize inspections, set inspection requirements, and provide enforcement tools such as license denial or revocation. The City Code does not currently distinguish between short-term rentals and long-term rental housing, so short-term rental activity has generally been addressed through the same rules that apply to traditional residential rentals.

In an earlier review, the City Attorney determined that the City’s existing rental licensing and enforcement provisions offered a legally defensible foundation for regulating rental activity, including short-term rentals, without adopting a separate regulatory scheme. Since then, the City has continued evaluating this issue in light of changing practices in other municipalities, ongoing discussions at the state level, and local concerns related to short-term rental use. In addition, on July 9, 2025, in *Melvin R. Berlin Revocable Trust, et al. v. Rubin, et al.*, 22 N.W.3d 531 (2025), the Michigan Supreme Court upheld the Court of Appeals’ decision and concluded that using residential property for short-term rental purposes, even briefly, is a commercial use rather than a residential one. Considering that decision, the broader regulatory landscape, and the recent serious incident affecting the community, the City is assessing whether additional rules specifically focused on transient rental activity are appropriate.

Recent short-term rental incidents in other communities have reinforced the City’s commitment to safeguarding public health, safety, and general welfare. The City’s review indicates that municipalities may regulate rental activity to advance those interests and that local governments have used several methods to do so, including licensing systems, operating standards, and zoning regulations. Although Oak Park’s current licensing structure has served as a reasonable basis for oversight, the continued growth and impact of short-term rentals support the need for further refinement of the City’s regulations to better address transient occupancy.

The City Attorney recommends that the City Council adopt a resolution creating a six-month moratorium on issuing new rental licenses for rental periods of 30 days or less. Any short-term rental currently operating without a valid rental certificate would be directed to stop operating until the moratorium ends, unless it registers and complies with the City’s existing rental ordinances during that period.

While the moratorium is in effect, the Municipal Services Department will assess whether additional rules specifically focused on transient rental activity are appropriate. The Municipal Services Department will examine the City’s existing regulations, gather and consider public feedback, and prepare recommendations for review by the City Council, including a potential amendment to the Code of Ordinances to specifically address short-term rentals. These

actions are intended to protect the health, safety, and welfare of residents and preserve the character and stability of residential neighborhoods.

B. Department of Public Works

1. Approval of Pay Application No. 14 and Change Order No. 12 for the Event Hub Project in the amounts of \$173,182.87 and \$0.00 respectively.

CM-08-333-2026

Motion by **Edgar**, seconded by **Crawford**, to approve Pay Application No. 14 and Change Order No. 12 for the Event Hub Project in the amounts of \$173,182.87 and \$0.00 respectively.

Roll Call Vote: Yes: McClellan, Edgar, Crawford

No: None

Absent: Radner, Berman

MOTION CARRIED

Attached is Pay Application No. 14 and Change Order No. 12 for the Event Hub Project. The Construction Manager, Architect, and City Administration have all approved this payment. The Change Order is for construction / field changes associated with the project. Our Construction Manager, Frank Rewold & Sons, Inc. (FRS), will disperse these funds to the various contractors. This payment is for the period ending July 31, 2026. The Event Hub is now open! The project is approximately 100% complete.

2. Request to reject the extension award and re-advertise for bids for the 2026 Block Pruning Project.

CM-08-334-2026

Motion by **Crawford**, seconded by **Edgar**, to reject the extension award and re-advertise for bids for the 2026 Block Pruning Project.

Roll Call Vote: Yes: McClellan, Edgar, Crawford

No: None

Absent: Radner, Berman

MOTION CARRIED

At the June 16, 2026 regular meeting of the Oak Park City Council, the extension award was approved to Limb Walkers Tree & Snow of Kenosha, MI. for the 2026 Block Pruning Project. Since that time, Limb Walkers has rescinded their extension request and have indicated that they cannot continue under the new contract with their increased operational costs. Bid documents are being updated for the new 2026 Block Pruning Project and should be ready within the next two weeks. This project will elevate and/or crown clean city-owned trees throughout the community.

11. CALL TO THE AUDIENCE

Ann Bracey, 21760 Kenosha, expressed her concerns about restoration work after a tree removal.

Brenda Richard, 14501 Park, expressed her concerns about short-term rentals; she would like to see them banned.

Silva Haywood, 21750 Kenosha, expressed her gratitude for the tree being removed after she reported it. However, she is concerned that the restoration is not yet complete. She also reminded everyone about the Block Club party on August 23, where there would be a backpack give away for the children. She invited the Council to attend the event with their children and grandchildren.

12. CALL TO THE COUNCIL

13. ADJOURNMENT

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:30 PM.

T. Edwin Norris, City Clerk



**MINUTES
SPECIAL CITY COUNCIL MEETING
41ST CITY COUNCIL
OAK PARK, MICHIGAN
AUGUST 17, 2026
6:00 PM**

1. CALL TO ORDER

The special meeting was called to order at 6:00 PM by Mayor McClellan in the Executive Conference Room of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

2. ROLL CALL

PRESENT: Mayor McClellan, Mayor Pro Tem Edgar, Council Member Crawford

ABSENT: Council Member Radner, Council Member Berman

OTHERS

PRESENT: City Manager Tungate, City Clerk Norris, City Attorney Krause

3. SPECIAL BUSINESS

A. Confirmation and introduction of Administrative Hearings Officers

The City Council greeted the selected candidates for the Administrative Hearings Bureau, Angela Diggs Jackson and Tilmandra (Mandy) Wilkerson. City Manager Tungate summarized the new Administrative Hearings Bureau (AHB) program and indicated a projected start date for the end of September 2026. The Council discussed the program and then confirmed the candidates.

Motion by **Edgar**, seconded by **Crawford**, to confirm the appointment of Tilmandra (Mandy) Wilkerson as Administrative Hearings Officer.

Roll Call Vote:	Yes:	McClellan, Edgar, Crawford
	No:	None
	Absent:	Radner, Berman

MOTION CARRIED

Motion by **Crawford**, seconded by **Edgar**, to confirm the appointment of Angela Diggs Jackson as Administrative Hearings Officer.

Roll Call Vote:	Yes:	McClellan, Edgar, Crawford
	No:	None
	Absent:	Radner, Berman

MOTION CARRIED

B. Reappointment consideration for members of Boards and Commissions

The Council reviewed the list of Board and Commission members whose terms are expiring in August 2026 and considered their reappointment for another term.

Motion by **Crawford**, seconded by **Edgar**, to reappoint the following board and commission members to another term:

BOARD	FIRST	LAST	TERM	EXP DATE
Arts and Cultural	Florence	Piernas	3	Aug. 2029
Arts and Cultural	Rosetta	Kincaid	3	Aug. 2029
Arts and Cultural	Terri	McQueen	3	Aug. 2029
Corridor Improvement	Patrick	Peteet	4	Aug. 2030
Library	Noson	Daitchman	2	Aug. 2028
Library	Hilery	Cash	2	Aug. 2028
Library	Kenneth	Sherman	2	Aug. 2028
Juneteenth	Cheryl	Daniel	3	Aug. 2029
Juneteenth	Alicia	Edwards	3	Aug. 2029
Planning	Michael	Seligson	3	Aug. 2029
Recycling	Clarissa	Clemons	3	Aug. 2029
Recycling	Natalie	Strum	3	Aug. 2029
Recycling	Edna	Rubin	3	Aug. 2029
Traffic Safety	Christopher	Venable	3	Aug. 2029
Zoning	Taleesa	Andrson	3	Aug. 2029
Zoning	Michael	Seligson	3	Aug. 2029

Roll Call Vote: Yes: McClellan, Edgar, Crawford
 No: None
 Absent: Radner, Berman

MOTION CARRIED

4. CALL TO THE AUDIENCE

There were no members of the audience who wished to speak.

5. ADJOURNMENT

There being no further business to come before the City Council, Mayor McClellan adjourned the special meeting at 6:55 PM.

T. Edwin Norris, City Clerk



CITY OF OAK PARK, MI STAFF REPORT

5.C

AGENDA FOR: September 8, 2026

SUBJECT: Payment request from Neumann Smith Architecture for Architectural Services on the Community Center Project for the total amount of \$255,597.26.

DEPARTMENT: Department of Public Works

FROM: David DeCoster, Deputy City Manager

SUMMARY: Attached are invoices (No. 6 and 7) from Neumann Smith Architecture for the Community Center Project. We are currently in the Construction Documents Phase for the Project.

FINANCIAL STATEMENT: See below for a breakdown of costs per project:

<u>Project</u>	<u>This Period</u>	<u>Prior Billings</u>	<u>Contract Remaining</u>	<u>Current Contract</u>	<u>Account Number</u>
Schematic Design	\$0.00	\$299,505.00	\$0.00	\$299,505.00	406-18.446-970.200
Design Development	\$99,854.18	\$299,485.82	\$0.00	\$399,340.00	406-18.446-970.200
Construction Documents	\$139,769.00	\$0.00	\$696,781.00	\$698,845.00	406-18.446-970.200
Bidding / Negotiations	\$0.00	\$0.00	\$59,901.00	\$59,901.00	406-18.446-970.200
Pre Bid Reimbursable	\$15,974.08	\$484.40	\$23,888.52	\$40,000.00	406-18.446-970.200
Construction Administration	\$0.00	\$0.00	\$499,175.00	\$499,175.00	406-18.446-970.200
Project Closeout	\$0.00	\$0.00	\$39,934.00	\$39,934.00	406-18.446-970.200
Post Bid Reimbursables	\$0.00	\$0.00	\$25,000.00	\$25,000.00	406-18.446-970.200
Totals:	\$255,597.26	\$599,475.22	\$1,206,627.52	\$2,061,700.00	

RECOMMENDED ACTION: It is recommended that the attached invoices (No. 6 and 7) from Neumann Smith Architecture for the Community Center Project be approved for the total amount of \$255,597.26. Funding is available in the Community Center Construction Fund (406-18.446-970.200).

EXHIBITS:

1. NS - Invoice 6_1216626
2. NS - Invoice 7_1216693



400 Galleria Officentre
 Suite 555
 Southfield, MI 48034
 248-352-8310

City of Oak Park
 14000 Oak Park Blvd
 Oak Park, MI 48237

Invoice number 1216626
 Date 08/03/2026

Project 2025113 Oak Park Community Center

Services Rendered Through 07/24/2026

Description	Fee	% Complete	Prior Invoiced	Current Fee
Schematic Design	299,505.00	100.00	299,505.00	0.00
Design Development	399,340.00	100.00	299,485.82	99,854.18
Construction Documents	698,845.00	0.30	0.00	2,064.00
Bidding/Negotiation	59,901.00	0.00	0.00	0.00
Reimbursment Allow-Pre Bid	40,000.00	40.28	484.40	15,627.08
Construction Administration	499,175.00	0.00	0.00	0.00
Project Close Out	39,934.00	0.00	0.00	0.00
Reimbursement Allow-Post Bid	25,000.00	0.00	0.00	0.00
Reimbursables	0.00	0.00	0.00	0.00
Additional Services	0.00	0.00	0.00	0.00
Total	2,061,700.00	34.78	599,475.22	117,545.26

Invoice total 117,545.26

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
1216626	08/03/2026	117,545.26	117,545.26				
	Total	117,545.26	117,545.26	0.00	0.00	0.00	0.00

INVOICE

SPALDING DEDECKER

Engineering & Surveying Excellence since 1954

Neumann Smith Architecture
 Attn: Gene Carroll
 400 Galleria Officentre
 Suite 555
 Southfield, MI 48034

July 2, 2026
 Project No: NP26043.1C
 Invoice No: 00108614

Project NP26043.1C Oak Park - New Community Center-Survey

Email invoices to: GCarroll@neumannsmith.com

Professional Services from April 6, 2026 to May 31, 2026

Fee

Phase	Fees Allocation	Percent Complete	Fees Earned	Previous Fees Billed	Fees This Invoice
Topographic Survey	29,750.00	100.00	29,750.00	14,875.00	14,875.00
Total Fee	29,750.00		29,750.00	14,875.00	14,875.00
Total Fee					14,875.00

Total this Invoice	\$14,875.00
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INITIAL

TJS



ARC DOCUMENT SOLUTIONS LLC
1009 W MAPLE RD
CLAWSON MI 48017-1058

DATE	INVOICE
06/30/2026	52MII9294134

BILL TO:

NEUMANN-SMITH & ASSOC.
400 GALLERIA OFFICENTRE
SUITE 555
SOUTHFIELD, MI 48034
P: (248)352-8310
F: (248)352-1821

SHIP TO:

NEUMANN-SMITH & ASSOC.
400 Galleria Officentre Ste 555
Southfield, MI 48034-2179
P: (248)352-8310
F: (248)352-1821

Purchase Order # 2025113 Oak Park Community Center		Customer ID 1014217		Shipping Method PICKUP		Payment Terms NET30		Order Due Date 6/30/2026		Order 52MIO9254016	
Ordered By Matthew Smith				Project Number 2025113 Oak Park Community Center				Project Name Oak Park Community Center Foamboards			
Quantity Ordered	Quantity Shipped	Quantity BO	UOM	Item Number	Description				Price	Extended Price	
171.00000	171.00000	0.00000	SQFT	2225.01	Print 3/16" White Foamboard 19 set of 1 (42.00x30.00)				\$4.1200	\$704.52	

Bill to: eTrombley

Subtotal	\$704.52
Misc	\$0.00
Tax	\$42.27
Freight	\$0.00
Total Discount	\$0.00
Total	\$746.79
Amount Received	\$0.00
Total Due	\$746.79

CUSTOMER NO	INVOICE	DOC DATE	AMOUNT DUE
1014217	52MII9294134	06/30/2026	\$746.79

We accept: VISA | MasterCard | American Express | Discover

Card/Check Number: _____ Exp. Date: _____

Signature: _____ Amount: \$ _____

REMIT PAYMENT TO

ARC DOCUMENT SOLUTIONS LLC
PO BOX 645913
CINCINNATI, OH 45264-591

QuickPay Online Payment

<https://pay.arcremote.com/p/6e5b0921-ec04-4a42-a11a-a9428e33872b>

Kenneth Neumann/Joel Smith & Associates, Inc. dba. Neumann/Smith Architecture

NETMANN

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architecture

**NEUMANN
SMITH**

architecture

**NEUMANN
SMITH**

Name: Brianna Peterson

Description: May/Jun/Jul 2026 - Expense & Millage

[REDACTED]

Report Dates:

Begin Date 4/27/2026

Report Amounts:

Advance Amount 0.00

Notes:

7/1/26 - Home (3272 Cone Ave, Rochester Hills, MI) to ARC Document Solutions (1009 W. Maple Rd, Clawson MI 48017) to Oak Park City Hall (14000 Oak Park Blvd, Oak Park MI, 48237) to Office

End Date 7/24/2028

Total Amount 77.07

[illegible]



400 Galleria Officentre
Suite 555
Southfield, MI 48034
248-352-8310

City of Oak Park
14000 Oak Park Blvd
Oak Park, MI 48237

Invoice number 1216693
Date 09/01/2026

Project 2025113 Oak Park Community Center

Services Rendered Through 08/24/2026

Description	Fee	% Complete	Prior Invoiced	Current Fee
Schematic Design	299,505.00	100.00	299,505.00	0.00
Design Development	399,340.00	100.00	399,340.00	0.00
Construction Documents	698,845.00	20.00	2,064.00	137,705.00
Bidding/Negotiation	59,901.00	0.00	0.00	0.00
Reimbursment Allow-Pre Bid	40,000.00	41.15	16,111.48	347.00
Construction Administration	499,175.00	0.00	0.00	0.00
Project Close Out	39,934.00	0.00	0.00	0.00
Reimbursement Allow-Post Bid	25,000.00	0.00	0.00	0.00
Reimbursables	0.00	0.00	0.00	0.00
Additional Services	0.00	0.00	0.00	0.00
Total	2,061,700.00	41.47	717,020.48	138,052.00

Invoice total **138,052.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
1216626	08/03/2026	117,545.26		117,545.26			
1216693	09/01/2026	138,052.00	138,052.00				
Total		255,597.26	138,052.00	117,545.26	0.00	0.00	0.00

Neumann/Smith Architecture

400 Galleria Officentre

Suite 555

Southfield, MI 48034

Invoice Date : 7/28/2026

Invoice Number: XXXXX25

Billing Period : 06/17/2026 to 07/22/2026

Project Number	Media	Quantity	Sqft	Cost	
2025113-Oak Park Community Center					
	LF Bond Black 15.0 x 21.0	B&W	229.00	500.94	\$343.50
	Small Format 8.5 x 11.0	Color	7.00	4.55	\$3.50
			236.00	505.49	\$347.00
			Tax Rate(%)		0.00
Total for Project : 2025113-Oak Park Community Center			\$347.00		



CITY OF OAK PARK, MI STAFF REPORT

5.D

AGENDA FOR: September 8, 2026

SUBJECT: Payment of invoices from OHM Advisors for Engineering Services in the amount of \$626.50.

DEPARTMENT: Municipal Services

FROM: Dan Samuel, Engineering Supervisor

SUMMARY: Attached is a request for payment for invoices from OHM Advisors for the projects as listed below:

FINANCIAL STATEMENT:

<u>Project</u>	<u>This Period</u>	<u>Prior Billings</u>	<u>To Date</u>	<u>Current Contract</u>	<u>Account Number</u>
Water Main PE	\$626.50	\$2,371.75	\$2,998.25	\$9,845.00	592-18.538-970
Totals	\$626.50	\$2,371.75	\$2,998.25	\$9,845.00	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved in the total amount of \$626.50. Funding is available in the above listed accounts.

EXHIBITS:

1. 0037260001_2026 Water Main Replacement Project M-785_106455

REMIT TO:

OHM Advisors

34000 Plymouth Road

Livonia, MI 48150

T 734.522.6711

F 734.522.6427

OHM-Advisors.com

**INVOICE****City of Oak Park****Attn: Kimberly Marrone, Director of Municipal Services****10600 Capital Ave.****Oak Park, MI 48237**

Invoice Date: 08/14/2026

Invoice #: 106455

Project: 0037260001

Project Name: 2026 Water Main Replacement Project M-785**For Professional Services Rendered Through: August 01, 2026****Professional Services**

<i>Description</i>	<i>Fee</i>	<i>Prior Billed</i>	<i>Total Available</i>	<i>Current Billing</i>
Professional Fees	\$9,845.00	\$2,371.75	\$7,473.25	\$626.50
Totals	\$9,845.00	\$2,371.75	\$7,473.25	\$626.50

Invoice Total**\$626.50**

REMIT TO:
OHM Advisors
34000 Plymouth Road
Livonia, MI 48150
T 734.522.6711
F 734.522.6427
OHM-Advisors.com



INVOICE

City of Oak Park
Attn: Kimberly Marrone, Director of Municipal Services
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 08/14/2026
Invoice #: 106455
Project: 0037260001

Project Name: 2026 Water Main Replacement Project M-785

Professional Fees
Professional Services

	Hours	Rate	Amount
Professional Engineer II	3.50	179.00	\$626.50
Professional Services Subtotal	3.50		\$626.50
Professional Fees Total:	3.50		\$626.50
Total Backup:	3.50		\$626.50



CITY OF OAK PARK, MI STAFF REPORT

5.E

AGENDA FOR: September 8, 2026

SUBJECT: Approval of Pay Application No. 2 to Great Lakes Landscape Design, Inc. of Oak Park, MI for the 2026 CIA Landscaping Installation Project, M-799 in the amount of \$67,330.55.

DEPARTMENT: Municipal Services

FROM: Michelle Bishop, Manager of Authorities

SUMMARY: Enclosed is Pay Application No. 2 to Great Lakes Landscape Design, Inc. of Oak Park, MI for the 2026 CIA Landscaping Installation Project M-799. Work on this project is located at the 11 Mile Parking Lots and Coolidge Road Medians.

FINANCIAL STATEMENT:

Original Contract Amount:	\$139,470.00
Change Order No. 1:	\$301,065.16
New Contract Amount:	\$440,535.16
Total Earnings to Date:	\$112,041.00
Less Retainage:	\$11,204.10
Net Earned:	\$100,836.90
Deductions:	\$0.00
Balance:	\$100,836.90
Payments To Date:	\$33,506.35
Amount Due Great Lakes Landscape Design, Inc:	\$67,330.55

RECOMMENDED ACTION: It is recommended that Pay Application No. 2 to Great Lakes Landscape Design, Inc. of Oak Park, MI for the 2026 CIA Landscaping Installation Project, M-799 be approved in the amount of \$67,330.55. Funding is available in the CIA Budget (251-00.000-726) for this expenditure.

EXHIBITS:

1. Pay Application No. 2

PAYMENT APPLICATION

PROJECT: 2026 Landscape

OWNER: City of Oak Park, MI

CONTRACTOR: Great Lakes Landscape Design, Inc.
13201 Northend Avenue
Oak Park, MI 48237

JOB NUMBER: M-799

APPLICATION NO.: 2

PERIOD ENDING: 7/13/2026

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Seating Area - 11 Mile	1	EACH	\$30,766.00	0.56	\$17,228.96	1.00	\$30,766.00
2	Fire Pit Area - 11 Mile	2	EACH	\$11,310.00	1.12	\$12,667.20	2.00	\$22,620.00
3	Parklet Areas - 11 Mile	2	EACH	\$15,613.00	1.12	\$17,486.56	2.00	\$31,226.00
4	Parking Island - 10 & Coolidge	1	EACH	\$54,858.00	0.50	\$27,429.00	0.50	\$27,429.00
5	Landscape Islands—Oak Park Blvd. & Coolidge	±	EACH	\$64,558.00	0.00	\$0.00	0.00	\$0.00
6	Landscape Islands—Oak Park Blvd. & Coolidge	±	EACH	\$53,306.00	0.00	\$0.00	0.00	\$0.00
7	Landscape Islands—Oak Park Blvd. & Coolidge	±	EACH	\$132,489.00	0.00	\$0.00	0.00	\$0.00
8	Landscape Islands—Oak Park Blvd. & Coolidge	±	EACH	\$76,534.00	0.00	\$0.00	0.00	\$0.00
9	Pump Houses—Coolidge & 8 Mile Road	±	EACH	\$38,915.00	0.00	\$0.00	0.00	\$0.00
10	West Gate Bollard Installation	0	LSUM	\$8,704.00	0.00	\$0.00	0.00	\$0.00
11	Coolidge Hwy - Elgin St to Manhattan St - Installation	0	LSUM	\$61,057.00	0.00	\$0.00	0.00	\$0.00
12	Coolidge Hwy - Manhattan St to Lincoln St - Installation	0	LSUM	\$64,601.00	0.00	\$0.00	0.00	\$0.00
13	Coolidge Hwy - Vernon St to Sherwood St - Installation	0	LSUM	\$58,571.00	0.00	\$0.00	0.00	\$0.00
14	Coolidge Hwy - Elgin St to Manhattan St - Maintenance	0	LSUM	\$4,800.00	0.00	\$0.00	0.00	\$0.00
15	Coolidge Hwy - Manhattan St to Lincoln St - Maintenance	0	LSUM	\$4,800.00	0.00	\$0.00	0.00	\$0.00
16	Coolidge Hwy - Vernon St to Sherwood St - Maintenance	0	LSUM	\$4,800.00	0.00	\$0.00	0.00	\$0.00
17	Irrigation Installation	0	LSUM	\$26,500.00	0.00	\$0.00	0.00	\$0.00
18	Aluminum Irrigation Enclosures	0	LSUM	\$23,600.00	0.00	\$0.00	0.00	\$0.00
19	DC Solenoid Installation	0	LSUM	\$1,300.00	0.00	\$0.00	0.00	\$0.00
20	City Water Main Tap	0	LSUM	\$42,332.16	0.00	\$0.00	0.00	\$0.00

Period Total Amount:	\$74,811.72	Amount to Date:	\$112,041.00
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Original Contract Amount: \$139,470.00

Change Order No.1: \$301,065.16

New Contract Amount \$440,535.16

Earnings This Period: \$74,811.72

Total Earnings to Date: \$112,041.00

Less Retainage: \$11,204.10

Net Earned: \$100,836.90

Deductions: \$0.00

Balance: \$100,836.90

Payments to Date: \$33,506.35

AMOUNT DUE GREAT LAKES LANDSCAPE DESIGN, INC.:	\$67,330.55
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Accepted By: Michelle McQuackin
Michelle McQuackin (Jul 15, 2026 09:22:22 EDT)
Great Lakes Landscape Design, Inc.

Date: 07/14/2026

Approved By: Kim Marrone
kimberly marrone (Jul 14, 2026 09:27:07 EDT)
Kim Marrone, Municipal Services Director
City of Oak Park, Michigan

Date: 07/14/2026

CITY OF OAK PARK RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION MEETING MINUTES MAY 21, 2026

Meeting held at the Community Center at 6:00 PM in Recreation Room A

1. THE MEETING WAS CALLED TO ORDER AT 6:08 PM

2. ROLL CALL

Present:

Chairperson and Secretary Natalie Sturm, Vice Chairperson Jonathan Nachman (minus Stephanie), Commission members Kenneth Sherman, Kyle Soule, Steven Gold, Clarissa Clemons, Leslie Ellis and Edna Rubin, and City Liaison Erik Nock

Absent:

City Council Liaison Stephanie Crawford

3. APPROVAL OF THE AGENDA

Motion to approve:

Moved by Kenneth Sherman, seconded by Steven Gold

Call for amendments:

Kenneth Sherman requested the meeting start time be corrected to 6:00 PM

Motion to approve as amended:

Moved by Jonathan Nachman, seconded by Leslie Ellis

Vote: Yes: All

No: None

Motion declared adopted

4. APPROVAL OF MINUTES

CITY OF OAK PARK RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION MEETING MINUTES MAY 21, 2026

Call for corrections:

Clarissa Clemmons requested the spelling of her name be corrected

Motion to approve as amended:

Moved by Steven Gold, seconded by Kenneth Sherman

Vote: Yes: All

No: None

Motion declared adopted

5. CONSIDERATION OF OLD BUSINESS

a. SOCCRA update: Staff Liaison Erik Nock reported improvement in recycling volumes following communication with SOCCRA.

b. Ideas for possible Commission name change: Following a discussion, the Commission proposed presenting the name Environmental Sustainability Commission to City Council for approval.

Motion to approve:

Roll Call Vote: Yes: All

No: None

Motion declared adopted

c. Consideration of dates for the 2026 Native Plant Sale: Natalie Sturm shared that October 4th from 12-2 PM is reserved with vendor Michiganense Natives; Erik Nock to request event space from recreation department. Discussed that this is the same date as the Fall Clean Up event; no changes to be made. Leslie Ellis to investigate the possibility of inviting food truck(s) to joint event.

d. Update on T-Shirt order: Erik Nock to provide update on remaining stock in upcoming meeting, to facilitate further orders. Commissioners discussed remaining funds and decided to allocate up to \$500 for twelve additional pickers for future clean up events, with prioritization of local businesses as allowed by budget.

Motion to approve funding:

CITY OF OAK PARK RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION MEETING MINUTES MAY 21, 2026

Moved by Kenneth Sherman, seconded by Steven Gold

Roll Call Vote: Yes: All

No: None

Motion declared adopted

6. NEW BUSINESS

a. City Council Report: n/a

b. Communications Report: Commissioners discussed city social media posts with photos from Spring Clean Up event.

c. Report on Past Events: Discussed turnout for Spring Clean Up event, and having participants check their names off sign off sheet when leaving future events. Natalie Sturm to investigate pricing of sandwich board signs. Additionally discussed remaining Commission funds and request from city librarian for \$32 towards purchasing materials for a cardmaking event.

Motion to approve funding:

Moved by Kenneth Sherman, seconded by Steven Gold

Roll Call Vote: Yes: All

No: None

Motion declared adopted; Natalie Sturm to communicate decision to city library

7. PUBLIC COMMENTS

a. No public present

8. COMMISSIONER COMMENTS

Kenneth Sherman discussed concerns regarding political campaigning at Commission sponsored events.

**CITY OF OAK PARK RECYCLING AND ENVIRONMENTAL CONSERVATION
COMMISSION MEETING MINUTES MAY 21, 2026**

9. ADJOURNMENT

Moved by Kenneth Sherman, seconded by Leslie Ellis

Vote: Yes: All

No: None

Motion declared adopted; meeting adjourned at 6:51 PM

Minutes prepared by Natalie Sturm

CITY OF OAK PARK RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION MEETING MINUTES JUNE 18, 2026

Meeting held at the Community Center at 7:00 PM in Recreation Room A

1. THE MEETING WAS CALLED TO ORDER AT 6:08 PM

2. ROLL CALL

Present:

Chairperson and Secretary Natalie Sturm, Vice Chairperson Jonathan Nachman (minus Stephanie), Commission members Kenneth Sherman, Kyle Soule, Steven Gold, Clarissa Clemons, Leslie Ellis and Edna Rubin, and City Liaison Erik Nock

Absent:

City Council Liaison Stephanie Crawford

3. APPROVAL OF THE AGENDA

Call for amendments:

Steven Gold requests adding the city 4th of July celebration under New Business.

Natalie Sturm requests reviewing funding and planned purchases under Old Business.

Motion to approve as amended:

Moved by Steven Gold, seconded by Kenneth Sherman

Vote: Yes: All

No: None

Motion declared adopted

4. APPROVAL OF MINUTES

Call for corrections:

CITY OF OAK PARK RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION MEETING MINUTES JUNE 18, 2026

Jonathan Nachman requests the correction of the spelling of Kenneth Sherman's name.

Motion to approve as amended:

Moved by Jonathan Nachman, seconded by Leslie Ellis

Vote: Yes: All

No: None

Motion declared adopted

5. CONSIDERATION OF OLD BUSINESS

a. SOCCRA update: Staff Liaison Erik Nock reported continuing improvement in accuracy of reporting of waste and recycling volumes from SOCCRA.

b. Discussion of funding and planned purchases: Based on review of stock of local businesses, Natalie Sturm proposed purchasing twelve pickers from \$407.88 pre tax. Additionally proposed purchasing two sandwich board-style sign boards for up to \$100 in total.

Motion to approve purchase of pickers:

Moved by Leslie Ellis, seconded by Kyle Soule

Roll Call Vote: Yes: All

No: None

Motion declared adopted

Motion to approve purchase of signboards:

Moved by Kenneth Sherman, seconded by Kyle Soule

Roll Call Vote: Yes: All

No: None

Motion declared adopted

Motion to approve funding:

CITY OF OAK PARK RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION MEETING MINUTES JUNE 18, 2026

Moved by Kenneth Sherman, seconded by Steven Gold

Roll Call Vote: Yes: All

No: None

Motion declared adopted

6. NEW BUSINESS

a. City Council Report: n/a

b. Communications Report: Natalie Sturm confirmed that funds were allocated for the city library World Kindness Day cardmaking event.

c. Report on Past Events: Discussed switching dates of the rain barrel and lawn seminars to facilitate purchases of rain barrels from local conservation groups in spring. Natalie Sturm to request that pictures taken by the city at the rain barrel seminar be made available to the commission.

d. 4th of July Event: Discussed the possibility of creating recycling-themed magnets, or seeking them from SOCCRA, to distribute at future events. Leslie Ellis to reach out to SOCCRA. Discussed creating a more detailed recycling tips handout or door tag to distribute at future events.

7. PUBLIC COMMENTS

a. No public present

8. COMMISSIONER COMMENTS

a. Discussed the health of city-owned trees, with some appearing to be declining.

b. Leslie Ellis shared that food trucks be able to be commissioned for events without fees; will look into the issue further. The group discussed moving the Fall Clean Up Event to the Community Center parking lot to better coincide with the Native Plant Sale. Leslie Ellis suggested picking a specific conservation topic to focus on annually in coming years.

c. Clarissa Clemons shared article about sustainability efforts at the Royal Oak Library.

CITY OF OAK PARK RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION MEETING MINUTES JUNE 18, 2026

d. Edna Rubin provided a letter from former commissioner Al Lewis; Natalie Sturm to share it with the City Council to be read in a future meeting.

9. ADJOURNMENT

Moved by Leslie Ellis, seconded by Kenneth Sherman

Vote: Yes: All

No: None

Motion declared adopted; meeting adjourned at 8:02 PM

**CITY OF OAK PARK RECYCLING AND ENVIRONMENTAL CONSERVATION
COMMISSION MEETING MINUTES JUNE 18, 2026**

Minutes prepared by Natalie Sturm



CITY OF OAK PARK, MI STAFF REPORT

5.G

AGENDA FOR: September 8, 2026

SUBJECT: Request to approve the 2027 City Council Meeting dates.

DEPARTMENT: City Clerk

FROM: Ed Norris, City Clerk

SUMMARY: See Resolution.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Approve the proposed 2027 City Council meeting dates.

EXHIBITS:

1. City Council 2027 Meeting Date Resolution

**RESOLUTION ADOPTING THE 2027 REGULAR MEETING
SCHEDULE OF THE OAK PARK CITY COUNCIL**

WHEREAS, the **Home Rule Charter for the City of Oak Park, Michigan** in **Chapter 7** captioned **The Council: Procedure and Miscellaneous Powers and Duties** in **Section 7.1** entitled **Regular meetings**, specifies that the council shall provide by resolution for the time and place of its regular meetings and shall hold at least two regular meetings each month.

WHEREAS, the City of Oak Park City Council Rules of Procedure, in Section 2 captioned City Council Meetings, Subsection A entitled Regular Meetings specifies that the Regular meetings of the City Council will be held on the first and third Mondays of each month, unless that day is a holiday or holiday eve.

WHEREAS, the City of Oak Park City Council Rules of Procedure, in Section 2 captioned City Council Meetings, Subsection A entitled Regular Meetings further specifies that before the end of the year, the Council will approve by resolution the Regular meeting schedule for the following calendar year, **including exceptions to the first and third Monday meetings**.

WHEREAS, the **Michigan “Open Meetings Act” (MCL 15.261 et. seq.)** in **Section 5, Subsection (2)** provides that for regular meetings of a public body, there shall be posted within 10 days after the first meeting of the public body in each calendar or fiscal year a public notice stating the dates, times, and places of its regular meetings.

NOW, THEREFORE, BE IT RESOLVED that the regular meetings of the Oak Park City Council for calendar year 2027 shall be held in the Council Chambers at the Oak Park City Hall, 14000 Oak Park Boulevard, Oak Park, Michigan, telephone number (248) 691-7544, at 7:00 P.M. on the following dates:

January 4 and 19 (On Monday, January 18, 2027 city offices are closed in observance of Martin Luther King Jr. Day)
February 1 and 15
March 1 and 15
April 5 and 19
May 3 and 17
June 7 and 21
July 6 and 19 (On Monday, July 5, 2027 city offices are closed in observance of Independence Day)
August 2 and 16
September 7 and 20 (On Monday, September 6, 2027 city offices are closed in observance of Labor Day)
October 4 and 18
November 1 and 15
December 6 and 20

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Clerk be and is hereby directed to give public notice of the forgoing regular dates and times for City Council meetings and the place at which meetings are to be held consistent with the requirements of **Section 5, Subsection (2)** of the **“Open Meetings Act”**.

I hereby certify that the forgoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Oak Park, County of Oakland, State of Michigan, at a regular meeting held on September 8, 2026, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the **Open Meetings Act, being Act 267 of the Public Acts of 1976**, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

T. Edwin Norris, City Clerk



CITY OF OAK PARK, MI STAFF REPORT

5.H

AGENDA FOR: September 8, 2026

SUBJECT: Request to approve the Calendar Year 2027 Free Garage Sale dates.

DEPARTMENT: City Clerk

FROM: Ed Norris, City Clerk

SUMMARY: Since 1993 City Council has authorized free garage sales during certain months of the year and has waived the requirements for permits and fees for those sales. The free garage sales tradition recognizes the importance of garage sales to the residents and is also an attempt to minimize the overall disruption of these events to once a month.

The Free Garage Sale dates would be as follows:

Thursday, March 18	Friday, March 19	Saturday, March 20	Sunday, March 21
Thursday, April 22	Friday, April 23	Saturday, April 24	Sunday, April 25
Thursday, May 20	Friday, May 21	Saturday, May 22	Sunday, May 23
Thursday, June 24	Friday, June 25	Saturday, June 26	Sunday, June 27
Thursday, July 22	Friday, July 23	Saturday, July 24	Sunday, July 25
Thursday, Aug. 26	Friday, Aug. 27	Saturday, Aug. 28	Sunday, Aug. 29
Thursday, Sept. 23	Friday, Sept. 24	Saturday, Sept. 25	Sunday, Sept. 26
Thursday, Oct. 14	Friday, Oct. 15	Saturday, Oct. 16	Sunday, Oct. 17

This item is being submitted for the City Council's consideration at this time with the expectation that if favorable action is taken, the dates as outlined above can be included in the Oak Park 2027 Calendar.

It is also recommended that participants in the Free Garage Sales be required to comply with the regulations for approved garage sales as outlined below:

- 1) No sale shall be conducted before 9:00 A.M. or after 7:00 P.M.
- 2) No outside display of merchandise to be sold will be permitted on any street, sidewalk, or any area between the street and sidewalk, and any such display of merchandise to be sold shall be located at least three feet back from the sidewalk.
- 3) Sale is for owner or occupant only and no merchandise shall be brought in to supplement the sale.
- 4) Signs shall not occupy any part of the right-of-way and shall not be posted on any utility

pole or similar fixture anywhere within the City of Oak Park. No more than Four (4) signs shall be placed within the property lines to be used to advertise a garage sale. Each sign shall be no larger than six (6) sq. ft. and no taller than four (4) ft in height.

FINANCIAL STATEMENT: Minimal Loss of \$10.00 per Garage Sale Permit

RECOMMENDED ACTION: Approve the 2027 free garage sale dates.

EXHIBITS:

None



CITY OF OAK PARK, MI STAFF REPORT

5.I

AGENDA FOR: September 8, 2026

SUBJECT: Request to approve Arts and Cultural Diversity Commission recent vote to change regular meeting time to 6pm.

DEPARTMENT: Communications and Public Information

FROM: Brittany Toth, Director of Communications

SUMMARY: At the Aug. 13, 2026 meeting, members of the ACDC Commission voted to change the regularly scheduled meeting time from 7pm to 6pm. They will continue to meet on the second Thursday of the month per ordinance.

FINANCIAL STATEMENT: NA

RECOMMENDED ACTION: Accept / Approve.

EXHIBITS:

None



CITY OF OAK PARK, MI STAFF REPORT

5.J

AGENDA FOR: September 8, 2026

SUBJECT: Beautification Advisory Commission resolution and recommendation for nominees of the 2026 Beautification Awards.

DEPARTMENT: Department of Public Works

FROM: David DeCoster, Deputy City Manager

SUMMARY: The Beautification Advisory Commission has recommended to City Council that 46 homes and businesses receive Beautification Awards this year. This award is for recognition of outstanding service to the City of Oak Park in the area of aesthetic care and beautification.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: It is recommended that City Council adopt the resolution expressing the City of Oak Park's gratitude and appreciation. It is further recommended that City Council approve the nominations for award recipients for their contribution to the beauty of the City of Oak Park.

EXHIBITS:

1. 2026 BAC Winners List
2. 2026 CC Resolution_Blank

2026 BAC Award Winners			
#	Street Address	Street Name	Nominated by
1	13670	Nadine	Community
2	14010	Sherwood	Community
3	23001	Sussex	Community
4	24720	Kenosha	Community
5	10601	Oak Park Blvd.	Community
6	13071	Burton	Community
7	13400	Dartmouth	Community
8	24330	Dante	Community
9	24510	Manistee	Community
10	24060	Eastwood	Community
11	21951	Kipling	Community
12	13641	Kingston	Commission
13	13741	LaBelle	Commission
14	13621	Borgman	Commission
15	13690	Ludlow	Commission
16	13641	Borgman	Commission
17	13720	Ludlow	Commission
18	26250	Raine	Commission
19	13721	Ludlow	Commission
20	14021	Balfour	Commission
21	14025	Hart	Commission
22	14040	Vernon	Commission
23	14041	Vernon	Commission
24	14061	Elgin	Commission
25	14161	Balfour	Commission
26	14291	Manhattan	Commission
27	14300	LaBelle	Commission
28	14601	Sherwood	Commission
29	14830	Borgman	Commission
30	26140	Raine	Commission
31	15041	Burton	Commission
32	23065	Sussex	Commission
33	23111	Harding	Commission
34	23161	Marlow	Commission
35	23401	Cloverlawn	Commission
36	23481	Avon	Commission
37	24620	Church	Commission
38	23840	Sherman	Commission

2026 BAC Award Winners			
#	Street Address	Street Name	Nominated by
39	24311	Sherman	Commission
40	12841	Northfield	Commission
41	12901	Northfield	Commission
42	23240	Majestic	Commission
43	24001	Scotia	Commission
44	24730	Manistee	Commission
45	10400	Dartmouth	Commission
46	24330	Berkley	Commission

City of Oak Park

Resolution

The following Resolution was passed by the City Council of the City of Oak Park, Michigan, upon the recommendation of the Beautification Advisory Commission, at the Regular City Council Meeting on September 8, 2026.

WHEREAS, *The Mayor and City Council of the City of Oak Park wish to express, on behalf of the City, their appreciation to*

Property Address Here

In recognition of outstanding service to the community in the area of aesthetic care and beautification; and

WHEREAS, *the above named has at all times furthered those ideals that contribute to a better community.*

NOW, THEREFORE, BE IT RESOLVED *that the Mayor and City Council, being the duly elected voice of the people of Oak Park, express the City's appreciation and recognition for services performed; and*

BE IT FURTHER RESOLVED *that a copy of this resolution be presented to the above named, that it may serve as a lasting expression of the City's gratitude and appreciation of their contribution to the beauty of the City of Oak Park, Michigan.*

TESTIMONY WHEREOF, *I have officially signed my name and caused the seal of the City of Oak Park, Michigan, to be affixed this Eighth Day of September, Two Thousand Twenty-Six.*

Marian McClellan, Mayor



CITY OF OAK PARK, MI STAFF REPORT

5.K

AGENDA FOR: September 8, 2026

SUBJECT: Payment of invoices from the Road Commission for Oakland County (RCOC) for 2026 Greenfield Road Resurfacing Project, from north of Lincoln to 12 Mile Road for the total amount of \$15,296.00.

DEPARTMENT: Department of Public Works

FROM: David DeCoster, Deputy City Manager

SUMMARY: Attached is a request for payment on an invoice from RCOC for the project as listed below. The city has Tri-Party funding budgeted for this project. This project is approx. 70% complete.

FINANCIAL STATEMENT:

<u>Project</u>	<u>This Period</u>	<u>Prior Billings</u>	<u>To Date</u>	<u>Oak Park Share</u>	<u>Account Number</u>
Greenfield Road	\$15,296.00	\$0.00	\$0.00	\$45,889.00	202-18-479-970

RECOMMENDED ACTION: It is recommended that the enclosed invoice from RCOC for the above listed project be approved for the total amount of \$15,296.00. Funding is available in the above listed account.

EXHIBITS:

1. RCOC_Greenfield Invoice 1

**ROAD COMMISSION FOR OAKLAND COUNTY
QUALITY LIFE THROUGH GOOD ROADS "WE CARE"**

INVOICE

Remit To:

Road Commission For Oakland County
31001 Lahser Road
Beverly Hills, MI 48025

Date: **July 31, 2026**

Invoice No: **106978**

Terms: **NET 30**

Billing Address:

Mr. Ed Norris, City Clerk
14000 Oak Park Blvd.
Oak Park, MI 48237

Community:	City of Oak Park (Along with Southfield and Berkley)
Participation for:	Greenfield Road: Lincoln Drive to 12 Mile Road
RCOC Project No.:	57871
Project Phase:	Contractor Payments
Agreement Date:	July 23, 2026

Per Agreement Paragraphs 3 and 4:

3. The estimated total LOCAL SHARE is \$776,065 shall be invoiced in the following order:
 - a. City of Oak Park Tri-Party Program funding in the amount of \$45,888.
 - c. Any LOCAL SHARE costs above \$776,065 will be funded 100% by the BOARD.
4. Upon execution of this Agreement, the BOARD shall submit an invoice to the City of Oak Park in the amount of \$15,296 (being 100% of the City of Oak Park's Tri-Party contribution).

City of Oak Park Cost Participation	
Tri-Party Program	15,296.00
Total Amount Due:	\$15,296.00

Please record invoice number 106978 on your check.

If you have any questions regarding this invoice, please contact: Shelley C. Barnett
Phone: (248) 645-2000 ext. 2244
email: sbarnett@rcoc.org



CITY OF OAK PARK, MI STAFF REPORT

5.L

AGENDA FOR: September 8, 2026

SUBJECT: Approval of Pay Application No. 1 to Eminent Excavating Local LLC of Dearborn, MI for the 2026 Water Main Replacement Project, M-785, in the amount of \$747,731.39.

DEPARTMENT: Municipal Services

FROM: Dan Samuel, Engineering Supervisor

SUMMARY: Attached is Pay Application No. 1 for the 2026 Water Main Replacement Project, M-785, by Eminent Excavating Local LLC of Dearborn, MI. This project includes Water Main Replacement along Wildwood, Sutherland, and Vernon. The project is approximately 40% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$1,876,760.00
Total Earnings to Date:	\$830,812.66
Less Retainage:	\$83,081.27
Net Earned:	\$747,731.39
Deductions:	\$0.00
Balance:	\$747,731.39
Payments to Date:	\$0.00
Amount Due Eminent Excavating Local LLC	\$747,731.39

RECOMMENDED ACTION: It is recommended that Pay Application No. 1 for the 2026 Water Main Replacement Project, M-785, to Eminent Excavating Local LLC of Dearborn, MI be approved for the amount of \$747,731.39. Funding is available in the Water and Sewer Fund (592-18.538-970) for this expenditure.

EXHIBITS:

1. Pay Application No. 1

PAYMENT APPLICATION

PROJECT: 2026 Water Main Replacement Project
OWNER: City of Oak Park, Michigan
CONTRACTOR: Eminent Excavating Local LLC
 22161 Outer Dr.
 Dearborn, MI 48124

JOB NUMBER: M-785
APPLICATION NO.: 1
PERIOD ENDING: 8/29/26
PAGE: 1 of 2

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Period Quantity	Period Amount	Quantity To Date	Amount To Date
1	Mobilization, Max 5%	1	LSUM	\$89,500.00	1.00	\$89,500.00	1.00	\$89,500.00
2	Minor Traffic Device, Modified SP	1	LSUM	\$20,000.00	1.00	\$20,000.00	1.00	\$20,000.00
3	Pavement Removal, Modified SP	5,050	SYD	\$10.50	2,575.00	\$27,037.50	2,575.00	\$27,037.50
4	Erosion Control, Inlet Protection, Fabric Drop, Modified SP	36	EACH	\$110.00	31.00	\$3,410.00	31.00	\$3,410.00
5	Project Cleanup	1	LSUM	\$2,500.00	0.00	\$0.00	0.00	\$0.00
6	Aggregate Base Under Concrete (6" 21AA Crush Limestone)	700	SYD	\$17.00	0.00	\$0.00	0.00	\$0.00
7	Gate Well, 1040C frame and cover	12	EACH	\$750.00	9.00	\$6,750.00	9.00	\$6,750.00
8	Sanitary Manhole 1040A frame and cover	5	EACH	\$850.00	0.00	\$0.00	0.00	\$0.00
9	Catch Basin 5080M3 6 hole frame & cover	5	EACH	\$950.00	0.00	\$0.00	0.00	\$0.00
10	Adjust Drainage Structures	5	EACH	\$500.00	0.00	\$0.00	0.00	\$0.00
11	Underdrain Subgrade, Open Graded 6", Modified SP	200	LFT	\$1.00	0.00	\$0.00	0.00	\$0.00
12	Conc. Pavement, 24" Curb and Gutter Section Non-Reinf. 9 inch., Modified SP	200	LFT	\$32.00	0.00	\$0.00	0.00	\$0.00
13	Conc. Pavement, With Integral Curb Non-Reinf. 7 inch., Modified SP	700	SYD	\$72.00	0.00	\$0.00	0.00	\$0.00
14	Sidewalk Conc.- NonReinf. Modified SP 4" Concrete sidewalk	25,000	SFT	\$5.65	0.00	\$0.00	0.00	\$0.00
15	Sidewalk Conc.- NonReinf. Modified SP 6" Conc. Sidewalk/DR. Approach	11,500	SFT	\$7.00	0.00	\$0.00	0.00	\$0.00
16	Sidewalk Curb Wall	800	LFT	\$35.00	0.00	\$0.00	0.00	\$0.00
17	Class A Sodding, Modified SP	4,400	SYD	\$15.00	0.00	\$0.00	0.00	\$0.00
18	Water Main D.I CL 54 8 Inch Trench Detail "B" Modified	5,000	LFT	\$157.00	3,611.00	\$566,927.00	3,611.00	\$566,927.00
19	Vernon Ave. Water Main Connection "A" Vernon Ave. @ Colleen Ave.	1	LSUM	\$7,500.00	0.00	\$0.00	0.00	\$0.00
20	Vernon Ave. Water Main Connection "B" Vernon Ave. @ 14270 Vernon Ave.	1	LSUM	\$7,500.00	0.00	\$0.00	0.00	\$0.00
21	Sutherland Ave. Water Main Connection "C" Sutherland Ave. @ Harding Ave.	1	LSUM	\$7,500.00	0.00	\$0.00	0.00	\$0.00
22	Sutherland Ave. Water Main Connection "D" Sutherland Ave. @ Kenton Ave	1	LSUM	\$7,500.00	0.00	\$0.00	0.00	\$0.00
23	Sutherland Ave. Water Main Connection "E" Sutherland Ave. @ Radclift Ave.	1	LSUM	\$7,500.00	0.00	\$0.00	0.00	\$0.00
24	Wildwood Ave. Water Main Connect "F" Wildwood Ave. @ Nine Mile Rd.	1	LSUM	\$7,500.00	0.00	\$0.00	0.00	\$0.00
25	Wildwood Ave. Water Main Connect "G" Wildwood Ave. @ Rosemary Ave. North	1	LSUM	\$7,500.00	0.00	\$0.00	0.00	\$0.00
26	Wildwood Ave. Water Main Connect "H" Wildwood Ave. @ Rosemary Ave. South	1	LSUM	\$7,500.00	0.00	\$0.00	0.00	\$0.00
27	Wildwood Ave. Water Main Connect "I" Wildwood Ave. @ Coyle Ave.	1	LSUM	\$7,500.00	0.00	\$0.00	0.00	\$0.00
28	Wildwood Ave. Water Main Connect "J" Wildwood Ave. @ Oak Park Blvd.	1	LSUM	\$7,500.00	0.00	\$0.00	0.00	\$0.00
29	Install Fire Hydrant. EJIW 5BR-250	12	EACH	\$7,500.00	9.00	\$67,500.00	9.00	\$67,500.00
30	Install 8" Gate Valve and Well	12	EACH	\$5,500.00	9.00	\$49,500.00	9.00	\$49,500.00
31	Remove & Replace Service Curb Box 3/4 inch to 2 Inch	71	EACH	\$750.00	0.00	\$0.00	0.00	\$0.00
32	Service Transfers	133	EACH	\$1,200.00	0.00	\$0.00	0.00	\$0.00
33	3/4" to 2" Diameter Type K Copper	1,500	LFT	\$20.00	0.00	\$0.00	0.00	\$0.00
34	Remove Existing Fire Hydrant	9	EACH	\$750.00	0.00	\$0.00	0.00	\$0.00
35	Remove Existing Gate Valve and Well	9	EACH	\$1,000.00	0.00	\$0.00	0.00	\$0.00

36	Crossing Existing Watermains, Sewer, and Sewer Leads	25	EACH	\$1.00	0.00	\$0.00	0.00	\$0.00
37	Cast in Place Detectable, Tactile Warning Surfaces 5X2	300	SFT	\$12.00	0.00	\$0.00	0.00	\$0.00
38	Abandon Existing Sutherland Ave. Water Main	1	LSUM	\$2,500.00	0.00	\$0.00	0.00	\$0.00
39	Abandon Existing Vernon Ave. Water Main	1	LSUM	\$2,500.00	0.00	\$0.00	0.00	\$0.00
40	Abandon Existing Wildwood Ave. Water Main	1	LSUM	\$3,500.00	0.00	\$0.00	0.00	\$0.00
41	Maintenance Gravel, Modified SP	400	TON	\$1.00	188.16	\$188.16	188.16	\$188.16
42	Salvage Sign, Modified SP	7	EACH	\$100.00	0.00	\$0.00	0.00	\$0.00
43	Unidentified Irrigation System Repairs - Spinkler lines	900	LFT	\$12.00	0.00	\$0.00	0.00	\$0.00
44	Unidentified Irrigation System Repairs - Sprinkler Heads	50	EACH	\$80.00	0.00	\$0.00	0.00	\$0.00

Period Total Amount:	\$830,812.66	Amount to Date:	\$830,812.66
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Original Contract Amount: \$1,876,760.00

Earnings This Period: \$830,812.66
Total Earnings to Date: \$830,812.66
Less Retainage: \$83,081.27
Net Earned: \$747,731.39
Deductions: \$0.00
Balance: \$747,731.39
Payments to Date: \$0.00

Amount Due:	\$747,731.39
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Accepted By:


Shalini Veeranki (Sep 1, 2026 17:18:46 CDT)

Eminent Excavating Local LLC

Accepted By:


Dan Samuel (Sep 1, 2026 20:31:12 EDT)

Dan Samuel, Engineering Supervisor
City of Oak Park, Michigan



CITY OF OAK PARK, MI STAFF REPORT

5.M

AGENDA FOR: September 8, 2026

SUBJECT: Request to approve Payment Application No. 5 for the 2026 Lawn Maintenance Contract, to Parrott Landscaping of Clinton Township, MI in the amount of \$12,489.00.

DEPARTMENT: Department of Public Works

FROM: David DeCoster, Deputy City Manager

SUMMARY: Payment Application No. 5 for the 2026 Lawn Maintenance Contract

FINANCIAL STATEMENT: Attached is Payment Application No. 5 for the 2026 Lawn Maintenance Contract. This contract maintains the lawns in the City's parks, grounds, and rights of way.

RECOMMENDED ACTION: It is recommended that Payment Application No. 5 for the 2026 Lawn Maintenance Contract, to Parrott Landscaping of Clinton Township, MI be approved in the amount of \$12,489.00. Funding is available in the Major Streets (202-18.479-801), Local Streets (203-18.479-801), Water / Sewer (592-18.540-930), and Public Works (101-18.443-801 and 101-18.444-801) funds for this expenditure.

EXHIBITS:

1. Lawn_Pay Application No 5

PAYMENT APPLICATION

PROJECT: 2026 Lawn Maintenance Contract

APPLICATION NO.: 5

OWNER: City of Oak Park, MI

PERIOD ENDING: August 28, 2026

CONTRACTOR: Parrott Landscaping
34464 Kellyh Rd Bldg D
Clinton Twp, MI 48035

ITEM NO.	ITEM DESCRIPTION	ORIGINAL BID QUANTITY		BID PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Kingston / Water tank / Gardens (behind parking)	28	Weeks	\$151.00	3.00	\$453.00	18.00	\$2,718.00
2	Harding Tot Lots (Dead end of Harding)	28	Weeks	\$29.00	3.00	\$87.00	18.00	\$522.00
3	Tyler Park (adjacent to Tyndall School)	28	Weeks	\$288.00	3.00	\$864.00	18.00	\$5,184.00
4	Lincoln Blvds. (Greenfield Rd. to Coolidge Hwy.)	28	Weeks	\$88.00	3.00	\$264.00	18.00	\$1,584.00
5	Rothstein / Victoria Parks	28	Weeks	\$720.00	3.00	\$2,160.00	18.00	\$12,960.00
6	I-696, 10 Mile Road - Greenfield to Sherman Bridge	28	Weeks	\$324.00	3.00	\$972.00	18.00	\$5,832.00
7	10 Mile Pump Station area (13641 Ten Mile Rd.)	28	Weeks	\$18.00	3.00	\$54.00	18.00	\$324.00
8	Greenfield green belts (north and south of Oak Park Blvd.)	28	Weeks	\$158.00	3.00	\$474.00	18.00	\$2,844.00
9	Oak Park Blvds. (Greenfield Rd. to Ferndale)	28	Weeks	\$135.00	3.00	\$405.00	18.00	\$2,430.00
10	City Complex (not including Shepherd Park)	28	Weeks	\$315.00	3.00	\$945.00	18.00	\$5,670.00
11	Nine Mile and Coolidge Intersection	28	Weeks	\$129.00	3.00	\$387.00	18.00	\$2,322.00
12	9 Mile Road green belts (McClain to Rosewood Ave.)	28	Weeks	\$241.00	3.00	\$723.00	18.00	\$4,338.00
13	9 Mile Road green belts (Greenfield to Church)	28	Weeks	\$59.00	3.00	\$177.00	18.00	\$1,062.00
14	Hubbell / Stratford / Greenbriar Green belts	28	Weeks	\$205.00	3.00	\$615.00	18.00	\$3,690.00
15	8 Mile Pump Station (20751 Coolidge Hwy.)	28	Weeks	\$35.00	3.00	\$105.00	18.00	\$630.00
16	Oneida Blvds. (Seneca Ave. to Dartmouth Ave.)	28	Weeks	\$15.00	3.00	\$45.00	18.00	\$270.00
17	Majestic Outlot (dead end of Majestic)	28	Weeks	\$15.00	3.00	\$45.00	18.00	\$270.00
18	Northfield Blvds. (Coolidge Hwy. to Scotia Rd.)	28	Weeks	\$37.00	3.00	\$111.00	18.00	\$666.00
19	McClain / Granzon	28	Weeks	\$37.00	3.00	\$111.00	18.00	\$666.00
20	Troy Avenue green belt	28	Weeks	\$31.00	3.00	\$93.00	18.00	\$558.00
21	Lessenger Park	28	Weeks	\$98.00	3.00	\$294.00	18.00	\$1,764.00
22	Albany green belts (Coolidge Hwy. to Rosewood Ave.)	28	Weeks	\$363.00	3.00	\$1,089.00	18.00	\$6,534.00
23	DPW Service Center (10600 Capital Ave.)	28	Weeks	\$37.00	3.00	\$111.00	18.00	\$666.00
24	Meyers Blvds. (Capital Ave. to Eight Mile Road)	28	Weeks	\$89.00	3.00	\$267.00	18.00	\$1,602.00
25	Cul-de-Sacs (39 Locations around town)	28	Weeks	\$185.00	3.00	\$555.00	18.00	\$3,330.00
26	8 Mile Blvds. / Greenfield to Meyers (Mowing)	12	Weeks	\$324.00	2.00	\$648.00	10.00	\$3,240.00
27	8 Mile Blvds. / Greenfield to Meyers (Picking)	24	Weeks	\$145.00	3.00	\$435.00	18.00	\$2,610.00

Period Amount:	\$12,489.00	Total Amount:	\$74,286.00
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Original Contract Amount: \$113,824.00

Earnings This Period: \$12,489.00

Total Earnings to Date: \$74,286.00

Deductions: \$0.00

Payments to Date: \$61,797.00

Amount Due to Parrott Landscaping: \$12,489.00

Accepted By: _____
Parrott Landscaping

Date: _____

Approved By: _____
Erik Nock, City of Oak Park

Date: _____



CITY OF OAK PARK, MI STAFF REPORT

5.N

AGENDA FOR: September 8, 2026

SUBJECT: Request to approve Payment Application No. 5 for the 2026 Landscape Maintenance Contract, to BrightView Landscape of Pontiac, MI in the amount of \$5,794.00.

DEPARTMENT: Department of Public Works

FROM: David DeCoster, Deputy City Manager

SUMMARY: Payment Application No. 5 for the 2026 Landscape Maintenance Contract

FINANCIAL STATEMENT: Attached is Payment Application No. 5 for the 2026 Landscape Maintenance Contract. This contract maintains the landscape beds along Nine Mile, at Nine Mile and Coolidge, City Complex, DPW, as well as the city welcome signs.

RECOMMENDED ACTION: It is recommended that Payment Application No. 5 for the 2026 Landscape Maintenance Contract, to BrightView Landscape of Pontiac, MI be approved in the amount of \$5,794.00. Funding is available in the Major Streets (202-18.479-801), Shepherd Park (101-18.443-801), and Other Parks (101-18.444-801) funds for this expenditure.

EXHIBITS:

1. Landscape_Pay Application 5

PAYMENT APPLICATION

PROJECT: 2026 Landscape Maintenance Contract

APPLICATION NO.: 5

OWNER: City of Oak Park, MI

PERIOD ENDING: August 28, 2026

CONTRACTOR: BrightView Landscape
45790 Woodward Ave.
Pontiac, MI 48341

ITEM NO.	ITEM DESCRIPTION	ORIGINAL BID QUANTITY		BID PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Bi-weekly maintenance at the City Complex (See Exhibit A)	14	Weeks	\$1,179.00	2.00	\$2,358.00	8.25	\$9,726.75
2	Bi-weekly maintenance at the Nine Mile and Coolidge Hwy. Intersection (See Exhibit B)	14	Weeks	\$700.00	2.00	\$1,400.00	8.05	\$5,635.00
3	Bi-weekly maintenance at the city welcome signage and DPW Service Center (See Exhibit C)	14	Weeks	\$304.00	2.00	\$608.00	9.25	\$2,812.00
4	Bi-weekly maintenance at the Nine Mile Corridor (See Exhibit D)	14	Weeks	\$714.00	2.00	\$1,428.00	7.80	\$5,569.20
5	Fertilizer and Broadleaf application on all turf areas	4.00	Apps	\$2,325.00	0.00	\$0.00	0.00	\$0.00
6	Mulch placement (3" of Brown Double Shredded Hardwood)	170	CYD	\$75.00	0.00	\$0.00	170.00	\$12,750.00
7	Spring Clean up	1	Each	\$3,275.00	0.00	\$0.00	1.00	\$3,275.00
8	Fall Clean up	1	Each	\$6,900.00	0.00	\$0.00	0.00	\$0.00

Period Amount:	\$5,794.00	Total Amount:	\$39,767.95
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Original Contract Amount: \$72,783.00

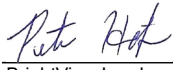
Earnings This Period: \$5,794.00

Total Earnings to Date: \$39,767.95

Deductions: \$0.00

Payments to Date: \$33,973.95

Amount Due to BrightView Landscape: \$5,794.00

Accepted By: 
BrightView Landscape

Date: Sep 2, 2026

Approved By: 
Erik Nock, City of Oak Park

Date: Sep 2, 2026



CITY OF OAK PARK, MI STAFF REPORT

5.0

AGENDA FOR: September 8, 2026

SUBJECT: Approval of Payment No. 6 to McCarthy and Smith Inc for Construction Services for Tyler Park in the amount of \$25,726.60.

DEPARTMENT: Administration

FROM: Adam Owczarzak, Deputy City Manager

SUMMARY: Administration is requesting council approval for a payment of \$25,726.60 to McCarthy and Smith Inc for Construction Management Services related to improvements at Tyler Park. The contracted work includes planning, design development, preparation of project documents to support upcoming park upgrades and construction management services. This investment reflects the city's ongoing efforts to enhance local recreational spaces and provide improved amenities for residents.

FINANCIAL STATEMENT: The total contract for design services is \$507,430.89, with \$25,726.60 being requested for this period.

RECOMMENDED ACTION: It is recommended that council approve the Construction Services Invoice from McCarthy and Smith inc in the total amount of \$25,726.60. Funding is available in the Tyler Park Enhancement Improvement Fund 407-18-448-970-000.

EXHIBITS:

1. TYLER PARK - OAK PARK CCB#6 pending

CITY OF OAK PARK

TYLER PARK

COST CONTROL BOOK

REPORT #06

AUGUST 25, 2026

DISTRIBUTION:

CITY OF OAK PARK
ERIK TUNGATE
ADAM OZCZARZAK

Electronic:
Etungate@oakparkmi.gov
Aowczarzak@oakparkmi.gov

STANTEC ARCHITECTURE
DAVID MILLIGAN

Electronic
david.milligan@stantec.com

MCCARTHY & SMITH, INC.
COST CONTROL FILE

Electronic

(1)



August 25, 2026

Erik Tungate
City Manager
City of Oak Park
City Hall - 14000 Oak Park Blvd.
Oak Park, MI 48237

RE: City of Oak Park – TYLER PARK RENOVATION

Dear Mr. Tungate:

We submit and recommend Cost Control Book No. 06 for your approval. The information contained within the payment assessment reports reflects the review of work completed through 07/21/2026.

For your ease of review, we have prepared a summary sheet labeled Application No. 06. On that summary, we have listed the individual contractors, and the associated payments, which will be made to them from the proceeds of the check deposited into our account.

I have approved this payment application and have signed the signature copy. Please review and approve the payment application summary. A check in the amount of **\$25,726.60** should be made payable to **McCarthy & Smith Inc.** Payments will be made to the individual contractors upon receipt of the necessary following documents: Waiver of Liens, Application and Certificate for Payments and the subcontractor's Sworn Statements. For more project specific information, you should refer to the schedule of values report.

Sincerely,

A handwritten signature in blue ink that reads "William T. McCarthy".

William T McCarthy
President

Disbursements Approval
City of Oak Park

Assessment for payment as stated in Application No. 06 on the following pages approved for payment.

City of Oak Park Accepts:

Erik Tungate

PROJECT APPLICATION AND PROJECT CERTIFICATE FOR PAYMENT

OWNER: CITY OF OAK PARK
CITY OF OAK PARK 14000 OAK PARK BLVD
OAK PARK, MI 48237

PROJECT: TYLER PARK - OAK PARK

McCarthy & Smith, Inc.

PAYBOOK: 006
PERIOD FROM: 7/1/2026
PERIOD TO: 7/21/2026
CM PROJECT# 2604-1342

ATTENTION:

PROJECT APPLICATION FOR PAYMENT

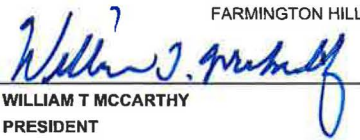
Application is made for Payment, as shown below, in connection with the Project.
The Project Application Summary is attached.

PREVIOUS PROJECT COSTS	507,430.89
PLUS CHANGE ORDERS APPROVED THIS MONTH	.00
PLUS OTHER PROJECT COSTS INCURRED THIS MONTH	.00
CURRENT PROJECT COSTS TO DATE	507,430.89
ORIGINAL CONSTRUCTION CONTRACT SUMS	400,000.00
CHANGE ORDERS TO DATE	24,430.89
TOTAL CONSTRUCTION CONTRACT SUMS TO DATE	424,430.89
TOTAL CERTIFIED COMPLETED TO DATE	325,430.89
LESS CERTIFIED RETAINAGE TO DATE	32,543.09
LESS CERTIFIED PREVIOUS APPLICATIONS FOR PAYMENT	281,718.80
CURRENT CERTIFIED PAYMENT DUE	11,169.00
TOTAL OF AMOUNTS CERTIFIED	11,169.00

PROJECT CERTIFICATE FOR PAYMENT

The undersigned Construction Manager certifies that to the best of Construction Manager's knowledge, information and belief, work covered by this Project Application for Payment has been completed in accordance with the Contract documents, that all amounts have been paid by the Contractors for work for which previous Project Certificates for Payment were issued and payments received from the Owner, and that the current payment shown herein is now due.

CONSTRUCTION MANAGER: MCCARTHY & SMITH, INC.
24317 INDOPLEX CIRCLE
FARMINGTON HILLS, MI 48335

By: 
WILLIAM T MCCARTHY
PRESIDENT

Date: 

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above Application, the Architect certifies to the Owner that work has progressed as indicated; that to the best of the Architect's knowledge, information and belief, the quality of the work is in accordance with the Contract Documents; and that the Contractors are entitled to payment of the AMOUNT CERTIFIED.

ARCHITECT: STANTEC ARCHITECTURE
2338 COOLIDGE HIGHWAY
BERKLEY, MI 48072

By: _____
DAVID MILLIGAN

Date: _____

This Certificate is not negotiable. The AMOUNTS CERTIFIED are payable only to the Contractors named in the Project Application Summary. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or the Contractors under their Contracts.

**CITY OF OAK PARK
TYLER PARK RENOVATION PROJECT**

**CCB #06
P/E: 07/21/2026**

APPLICATION SUMMARY BY BUDGET ID NUMBER

<i>Budget ID #</i>	TYLER PARK	
6210-01-01	SITE WORK	\$ 11,169.00
6225-01-01	CONTINGENCY	
6230-01-01	CM FEES	\$ 3,500.00
6240-01-01	CM REIMBURSABLES	\$ 9,892.50
6250-01-01	GENERAL CONDITIONS	\$ 1,165.10
SUBTOTAL		
		\$ 25,726.60

PAY APPLICATION TOTAL \$ 25,726.60

APPLICATION SUMMARY

PROJECT: 2604-1342

CLIENT NAME: CITY OF OAK PARK
PROJECT: TYLER PARK - OAK PARK

PERIOD ENDING DATE: 7/21/2026
COST CONTROL BOOK: 006

APPLICATION SUMMARY # 006

BID DIV #	BID DIV NAME	VENDOR #	CONTRACTOR	TOTAL/BID DIV.	CHECK AMT.	REPORTED % COMPLETE
0101	SITE WORK	20050	JACKLYN CONTRACTING LLC	11,169.00	11,169.00	92.08
SUBTOTAL-ARCHITECT CERTIFIED PAYMENTS				11,169.00	11,169.00	
0901	CM FEES	23076	MCCARTHY & SMITH INC	3,500.00	3,500.00	69.00
0902	CM REIMBURSABLES	23076	MCCARTHY & SMITH INC	9,892.50	9,892.50	74.53
0903	CM GENERAL CONDITIONS	23076	MCCARTHY & SMITH INC	1,165.10	1,165.10	30.49
SUBTOTAL-OTHER PROJECT COSTS				14,557.60	14,557.60	
Report Totals				25,726.60	25,726.60	

APPLICATION SUMMARY BY ID NUMBER

PROJECT: 2604-1342

CLIENT NAME: CITY OF OAK PARK
PROJECT: TYLER PARK - OAK PARK

PERIOD ENDING DATE: 7/21/2026
COST CONTROL BOOK: 006

APPLICATION SUMMARY # 006

BID DIV #	ID#	BID DIV NAME	VENDOR #	CONTRACTOR	TOTAL/BID DIV.	CHECK AMT.
0101	62100101	SITE WORK	20050	JACKLYN CONTRACTING LLC	11,169.00	11,169.00
				ID Totals	11,169.00	11,169.00
0901	62300101	CM FEES	23076	MCCARTHY & SMITH INC	3,500.00	3,500.00
				ID Totals	3,500.00	3,500.00
0902	62400101	CM REIMBURSABLES	23076	MCCARTHY & SMITH INC	9,892.50	9,892.50
				ID Totals	9,892.50	9,892.50
0903	62500101	CM GENERAL CONDITIONS	23076	MCCARTHY & SMITH INC	1,165.10	1,165.10
				ID Totals	1,165.10	1,165.10
				Report Totals	25,726.60	25,726.60

PAYMENT SUMMARY

PROJECT: 2604-1342

PROJECT: TYLER PARK - OAK PARK

PERIOD ENDING DATE: 7/21/2026
COST CONTROL BOOK: 006

	<u>CURRENT</u>	<u>PREVIOUS</u>	<u>TOTAL</u>
Application No.	14,760.00	0.00	14,760.00
Application No. 002	203,566.50	0.00	203,566.50
Application No. 003	13,302.00	0.00	13,302.00
Application No. 004	58,521.80	0.00	58,521.80
Application No. 005	31,761.88	0.00	31,761.88
Application No. 006	25,726.60	0.00	25,726.60
Report Totals	347,638.78	0.00	347,638.78

SWORN STATEMENT

Page 1 of 1

State of Michigan

County of Oakland

BILLING SUMMARY

PROJECT NUMBER: 2604-1342 PROJECT: TYLER PARK - OAK PARK

PERIOD ENDING DATE: 7/21/2026
COST CONTROL BOOK: 006

BID DIV #	NAME	VENDOR	VENDOR NAME	ORIGINAL CONTRACT SUM	NET C.O.'S	TOTAL CONTRACT SUM TO DATE	TOTAL COMPLETED TO DATE	RETAINED TO DATE	BILLED AMOUNT TO DATE	PREVIOUS BILLED AMOUNTS	CURRENT AMOUNT DUE	ACTUAL PAYMENTS	BALANCE INCLUDING RETAINAGE	PCT COMP
0101	SITE WORK	20050	JACKLYN CONTRACTING LLC	329,000.00	24,430.89	353,430.89	325,430.89	32,543.09	292,887.80	281,718.80	11,169.00	270,666.80	60,543.09	92.08
0102	ASPHALT PAVING	10060	ASPHALT SPECIALIST INC.	71,000.00	0.00	71,000.00	.00	.00	.00	.00	.00	.00	71,000.00	.00
0901	CM FEES	23076	MCCARTHY & SMITH INC	25,000.00	0.00	25,000.00	17,250.00	.00	17,250.00	13,750.00	3,500.00	6,750.00	7,750.00	69.00
0902	CM REIMBURSABLES	23076	MCCARTHY & SMITH INC	45,000.00	0.00	45,000.00	33,537.13	.00	33,537.13	23,644.63	9,892.50	10,725.00	11,462.87	74.53
0903	CM GENERAL CONDITI	23076	MCCARTHY & SMITH INC	13,000.00	0.00	13,000.00	3,963.85	.00	3,963.85	2,798.75	1,165.10	2,008.50	9,036.15	30.49
Project Totals				483,000.00	24,430.89	507,430.89	380,181.87	32,543.09	347,638.78	321,912.18	25,726.60	290,150.30	159,792.11	74.92

I, WILLIAM T MCCARTHY, being duly sworn, deposes and says: That McCarthy & Smith, Inc. is the Construction Manager for improvements to the following described real property situated in Oakland County, Michigan, described as follows: City of Oak Park, 14000 Oak Park Blvd., Oak Park, MI 48237. That the statement above of each contractor, supplier, and laborer with whom the Owner has under contract, and that the amounts due to the persons as of the date hereof are correctly and fully set forth opposite their names as stated above. Deponent further says that he makes the foregoing statement as the President of the Construction Manager for the purpose of representing to the Owner or Lessee of the afore-described premises and his or her agents that the afore-described property is free from claims of construction liens, or the possibility of construction liens, except as specifically set forth above.

Subscribed and sworn before me this
25th day of August, 2026

Lauren Osred

William T. McCarthy
WILLIAM T MCCARTHY

ORIGINAL CONTRACT SUMMARY SHEET

CUSTOMER NAME
PROJECT NAME

City of Oak Park

Tyler Park

1 Awarded Contracts

Contract Award Recommendation Letter #1 dated December 10, 2025 \$ 400,000.00

\$ 400,000.00

2 CM Fees and Costs

CM Pre-Construction \$ -
CM Fee \$ 25,000.00
CM Reimbursable \$ 45,000.00
General Conditions \$ 13,000.00

\$ 83,000.00

3 Other Costs

\$ -
\$ -

4 Total Original Contract Value

\$ 483,000.00

5 Contingency Budget - Not included in Original Contract Value

Contingency \$ 40,000.00

\$ 40,000.00

6 Overall Project Commitment

\$ 523,000.00



MR ADAM OWCZARZAK
CITY OF OAK PARK
14000 OAK PARK BLVD
OAK PARK MI 48237

Inv Date 7/31/2026

Inv No 19806

This invoice has been applied
for in Cost Control Book #6

1342-26 CITY OF OAK PARK - TYLER PARK - RENOVATIONS

CONSTRUCTION FEE
PHASE
CONSTRUCTION

Fee Earned
3,500.00

Total: 3,500.00

Approved By: _____

William T. McCarthy
President



MR ADAM OWCZARZAK
CITY OF OAK PARK
14000 OAK PARK BLVD
OAK PARK MI 48237

Date 7/31/2026
Invoice 19807

This invoice has been applied for in
Cost Control Book #6

1342-26 CITY OF OAK PARK - TYLER PARK - RENOVATIONS

CONSTRUCTION MGMT - PERSONNEL COSTS

7/1/2026 Thru 7/31/2026

LABOR:

		<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
ASSISTANT PROJECT MANAGER	NALE, JENNIFER L	11.00	90.00	990.00
FIELD SUPERINTENDENT	SMITH, STEVEN D	20.00	108.00	2,160.00
PROJECT ENGINEER	SPISAK, AUSTIN J	20.00	78.00	1,560.00
PROJECT INTERN	WALDO, ZACHARY S	73.50	47.00	3,454.50
PROJECT MANAGER	PARRIS, MICHAEL N	16.00	108.00	1,728.00
			Total Labor:	9,892.50

Approved by:

William T. McCarthy
President

TOTAL AMOUNT DUE: **9,892.50**



MR ADAM OWCZARZAK
CITY OF OAK PARK
14000 OAK PARK BLVD
OAK PARK MI 48237

Date 7/31/2026
Invoice 19808

This invoice has been applied for in
Cost Control Book #6

1342-26 CITY OF OAK PARK - TYLER PARK - RENOVATIONS

CONSTRUCTION MGMT - GENERAL CONDITION COSTS

7/1/2026 Thru 7/31/2026

MATERIAL:

	<u># of Invoices</u>	<u>Amount</u>
DOCUSIGN - JULY	1.00	3.25
G2 CONSULTING GROUP LLC	1.00	747.60
SPALDING, DEDECKER	1.00	105.60
STATE OF MICHIGAN	1.00	238.00
VERIZON WIRELESS	1.00	48.45
Total Material:		1,142.90

EQUIPMENT:

COMPUTER RENTAL - JULY	22.20
Total Equipment:	22.20

Approved by:


William T. McCarthy
President

TOTAL AMOUNT DUE: **1,165.10**

Subject		Sender Name	Sent On	Cost Per Each Envelope	Total
Berkley OAK PARK - TYLER PARK CCB#5 .pdf		Lauren Osuch	7/14/2026		
July 2026 Total for Berkley Tyler Park/Oak PK (1342-26)			1	\$3.25	\$3.25

G2 Consulting Group, LLC

1775 Crooks Rd Suite 100

Troy, MI 48084

Voice: 248.680.0400

Fax: 248.680.9745

INVOICE

Invoice Number: 262102

Invoice Date: June 30, 2026

Page Number: 1

Bill To: Accounts Payable
McCarthy & Smith Construction Company
24317 Indoplex Circle
Farmington Hills, MI 48335

Customer ID	Purchase Order No.	G2 Project No.	
M&S001		250910	
Payment Terms	Due Date	Ship Date	Shipping Method
Net 30 Days	July 30, 2026		

Quantity	Description	Unit Price	Amount																				
5.00	Quality Control Observation and Testing Services, Full Days, each	800.00	4,000.00																				
3.00	Quality Control Observation and Testing Services, Half Days, each	500.00	1,500.00																				
10.00	Compressive Strength Test Cylinders, each	20.00	200.00																				
1.00	Modified Proctor Test, each	300.00	300.00																				
2.00	Cylinder Pick-Up, per trip	115.00	230.00																				
Tyler Park, Oak Park, Michigan 6/5/26 through 6/24/26																							
Client Contact: Dave Melville																							
1280-24 - \$ 5482.40 1342-26 \$ 747.60																							
<table><tr><td>Job Name</td><td>BSD TYLER PARK</td></tr><tr><td>Job #</td><td></td></tr><tr><td>Cost Code</td><td>1476</td></tr><tr><td>☐ Overhead</td><td></td></tr><tr><td>☒ Subcontractor</td><td></td></tr><tr><td>☒ Dfm</td><td></td></tr><tr><td>☐ Hold</td><td></td></tr><tr><td>Holder</td><td></td></tr><tr><td>Signature</td><td></td></tr><tr><td>Date</td><td></td></tr></table>				Job Name	BSD TYLER PARK	Job #		Cost Code	1476	☐ Overhead		☒ Subcontractor		☒ Dfm		☐ Hold		Holder		Signature		Date	
Job Name	BSD TYLER PARK																						
Job #																							
Cost Code	1476																						
☐ Overhead																							
☒ Subcontractor																							
☒ Dfm																							
☐ Hold																							
Holder																							
Signature																							
Date																							

Total Invoice Amount \$ 6,230.00

If you have any questions concerning this invoice, please contact your Project Manager. Client agrees to pay a fine of 1.5 percent per month on accounts past due 30 days from invoice date.

Make all checks payable to: G2 Consulting Group, LLC.

rcv'd 7-20-26

INVOICE

SPALDING DEDECKER

Engineering & Surveying Excellence since 1954

McCarthy & Smith, Inc.
Attn: Dave Melville
24317 Indoplex Circle
Farmington Hills, MI 48335

July 21, 2026

Project No:

SM26073.0T

Invoice No:

00108818

Project SM26073.0T Berkley Schools Tyler Park Ballfields

Email invoices to: crobinson@mccarthysmith.com

Professional Services from June 1, 2026 to July 5, 2026

Task 101 Requested Survey Services
Professional Personnel

	Hours	Rate	Amount	
Senior Project Manager	2.00	220.00	440.00	
2 Person Survey Crew	2.00	220.00	440.00	
Totals	4.00		880.00	
Total Labor				880.00
Total this Task				880.00

Total this Invoice **\$880.00**

INITIAL

DJJ/pmw

1280-24
\$ 774.40

1342-26

\$ 105.60

Job Name <u>BSD TYLER PARK</u>	
Job # <u>1280-24</u>	
Cost Code <u>1512</u>	
☐ Overhead ☒ Reimbursable ☒ <u>D/M</u> ☐ Hold _____	Notes Signature _____ Date _____

905 East South Blvd | Rochester Hills, MI 48307
Phone (248) 844-5400 | Fax (248) 844-5404

www.sda-eng.com

Net 30 Days

Berkley - Tyler Park
1280-24 & 1342-26

Caryn Robinson

From: noreply@fiserv.com
Sent: Thursday, July 23, 2026 12:27 PM
To: Caryn Robinson
Subject: Payment Confirmation

Thank you for your recent payment to MI PERMIT LIC PLAN REV.

Payment Application: Permit License Plan Review Payment Status: Payment completed successfully.
Confirmation Number: 26072394404871
Payment Date: 07/23/2026

Billing Address: William T. McCarthy
24317 INDOPLEX CIR
FARMINGTON HILLS, MI 483352525
8105997360

Card Type: MC
Card Number: x4418

Payment Amount: 476.00 USD
Total Amount: 476.00 USD

Reference: LARA-26EST-00000-G3077|26TMP-161325|3280951|PUBLICUSER286191|

DO NOT REPLY DIRECTLY TO THIS EMAIL.

1342-26
\$238.00

BUILDING - PERMIT

Print Date: 07/24/2026

Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
P.O. Box 30254
Lansing, MI 48909
Authority: 1972 PA 230

DATE: 07/24/2026

PERMIT #: BLDG26-01759

COUNTY: OAKLAND

LOCATION: 14501 TALBOT ST

CITY/VILLAGE: OAK PARK

TWP: CITY OF OAK PARK

PROJECT/FACILITY INFO: Tyler Field

IMPROVEMENT TYPE: Premanufacture

**IT IS THE RESPONSIBILITY OF THE APPLICANT TO REQUEST INSPECTIONS. TO REQUEST AN INSPECTION
FOLLOW THE INSTRUCTIONS BELOW**

1. Call the inspector's phone number listed below.

Inspector's Phone #: 517-375-8026

2. Leave the following information

Name

Permit number

Job location (address, city or township, and county)

Specific information to access the job location

Conditions of access to the building

Your phone number

Type of Inspection desired

Dave Melville
24317 Indoplex Circle
Farmington Hills, MI 48335

SQUARE FOOTAGE:

USE GROUP: E, Education

CONSTRUCTION TYPE:2B

PERMIT FEE CALCULATION

<u>ITEM</u>	<u>NO.</u>	<u>FEE</u>	<u>ITEM</u>	<u>NO.</u>	<u>FEE</u>
Building MOD/MHS Permit Fee	38015	\$126.00			
Additional Inspection Fee	1	\$100.00			
Rough Inspection Fee	2	\$200.00			
Certificate of Occupancy	1	\$50.00			

TOTAL PERMIT FEE PAID: \$476.00

**PERMITS WITH NO ACTIVITY (NO REQUEST FOR INSPECTION) FOR 180 DAYS WILL BE CLOSED PURSUANT TO
SECTION 105.5 OF THE MICHIGAN BUILDING CODE OR R105.5 OF THE MICHIGAN RESIDENTIAL CODE.**

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individual with disabilities.

VERIZON
Billing Period
6/5/26-7/4/26

BREAKDOWN OF CHARGE FOR:
CITY OF OAK PARK
TYLER PARK RENOVATIONS
1342-26

JACKSON SPISAK	25.50
JENNY NALE	12.75
STEVE SMITH	<u>10.20</u>
TOTAL CHARGES	48.45

PARTIAL UNCONDITIONAL WAIVER OF LIEN

KNOW ALL MEN BY THESE PRESENT, THAT THE UNDERSIGNED CONSTRUCTION MANAGER, IN CONSIDERATION OF \$20,709.88 (DOLLARS) AND OTHER GOOD AND VALUABLE CONSIDERATIONS, RECEIPT WHEREOF IS HEREBY ACKNOWLEDGED, WAIVES ANY CLAIMS OF LIEN AND RIGHT OF LIEN UNDER THE LAWS OF THE STATE OF MICHIGAN FOR ALL LABOR PERFORMED ON AND MATERIAL FURNISHED TO PROPERTY LEGALLY DESCRIBED AS FOLLOWS: *City of Oak Park, 14000 Oak Park Blvd., Oak Park, MI 48237* UP TO AND INCLUDING **06/30/2026**. THE UNDERSIGNED CONSTRUCTION MANAGER ACKNOWLEDGES THAT ALL PAYMENTS HERETOFORE RECEIVED ON ACCOUNT OF THE CONTRACT WITH *Berkley School District* ON PROJECT: *Tyler Park* HAVE BEEN AND ARE ACCEPTED IN FULL SATISFACTION OF THE LIENS OR RIGHT OF LIEN WAIVED HEREUNDER.

THE UNDERSIGNED CONSTRUCTION MANAGER HAS EXECUTED THIS PARTIAL WAIVER VOLUNTARILY AND WITH FULL KNOWLEDGE OF CONTRACTOR'S RIGHTS UNDER THE LAWS OF THE STATE OF MICHIGAN.

CONSTRUCTION MANAGER: *McCarthy & Smith, Inc.*

BY: *William T. McCarthy*
WILLIAM T MCCARTHY
PRESIDENT

DATED: 08/26/2026

STATE OF: MI

COUNTY OF: OAKLAND

SUBSCRIBED AND SWORN BEFORE ME THIS 26th day of AUGUST, 2026.

NOTARY PUBLIC:

Lauren Osuch



PARTIAL UNCONDITIONAL WAIVER OF LIEN

Know all men by these present, that the undersigned contractor, in consideration of 11,052.00 (dollars), and other good and valuable considerations, receipt whereof is hereby acknowledged, waives any claims of lien and right of lien under the laws of the state of MI for all labor performed on and material furnished to property legally described as follows:

TYLER PARK - OAK PARK

up to and including 6/30/2026 the undersigned contractor acknowledges that all payments heretofore received on account of the contract with CITY OF OAK PARK on project:

CITY OF OAK PARK
CITY OF OAK PARK
14000 OAK PARK BLVD
OAK PARK, MI 48237

have been and are accepted in full satisfaction of the liens or right of lien waived hereunder.

The undersigned contractor has executed this partial waiver voluntarily and with full knowledge of contractor's rights under the laws of the state of MI

Contractor: JACKLYN CONTRACTING LLC

Bid Div#: 0101 - SITE WORK

By: [Signature]
President

Date: 8/11/26

State of: Michigan

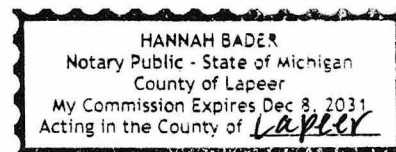
County of: Lapeer

Subscribed and sworn to before me on this date: 11 August, 2026

Notary Public: Hannah Bader

County of: Lapeer

My Commission Expires: 12/08/2031



SCHEDULE OF VALUES

PROJECT NUMBER: 2604-1342		PROJECT: TYLER PARK - OAK PARK		PERIOD ENDING DATE:	7/21/2026
				COST CONTROL BOOK:	006

BID DIV#/NAME: 0101 SITE WORK		ORIGINAL CONTRACT SUM	329,000.00	TOTAL COMPLETED TO DATE	325,430.89
VENDOR#/NAME: 20050 JACKLYN CONTRACTING LLC		PLUS NET CHANGE ORDERS TO DATE	24,430.89	LESS RETAINED TO DATE - 10%	32,543.09
		TOTAL CONTRACT SUM TO DATE	353,430.89	BILLED AMOUNT TO DATE	292,887.80
		BALANCE TO FINISH (INCLUDING RETAINAGE)	60,543.09	LESS PREVIOUS BILLED AMOUNTS	281,718.80
				CURRENT AMOUNT DUE	11,169.00

ITEM	DESCRIPTION	PCO	CCO	ID#	SCHEDULED	COMPLETED CURRENT				PREVIOUS	COMPLETED TO DATE				ACTUAL
					VALUE	TOTAL	%	RETAINED	AMT DUE	%	TOTAL	%	RETAINED	BILLED AMT	PAYMENTS
0001	BOND			62100101	6,400.00	.00	.00	.00	.00	100.00	6,400.00	100.00	640.00	5,760.00	5,760.00
0002	MOBILIZATION			62100101	10,000.00	.00	.00	.00	.00	100.00	10,000.00	100.00	1,000.00	9,000.00	9,000.00
0003	DEMOLITION			62100101	7,000.00	.00	.00	.00	.00	100.00	7,000.00	100.00	700.00	6,300.00	6,300.00
0004	EARTHWORK			62100101	81,500.00	11,410.00	14.00	1,141.00	10,269.00	86.00	81,500.00	100.00	8,150.00	73,350.00	63,081.00
0005	LANDSCAPE TREES			62100101	8,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
0006	UTILITIES			62100101	164,100.00	.00	.00	.00	.00	100.00	164,100.00	100.00	16,410.00	147,690.00	147,690.00
0007	DETENTION SYSTEM			62100101	20,000.00	.00	.00	.00	.00	100.00	20,000.00	100.00	2,000.00	18,000.00	18,000.00
0008	SITE AMENITIES			62100101	8,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
0009	RESTORATION			62100101	3,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
0010	CLEAN UP			62100101	5,000.00	1,000.00	20.00	100.00	900.00	20.00	2,000.00	40.00	200.00	1,800.00	900.00
0011	SAFETY			62100101	5,000.00	.00	.00	.00	.00	100.00	5,000.00	100.00	500.00	4,500.00	4,500.00
0012	SUBMITTALS			62100101	5,000.00	.00	.00	.00	.00	100.00	5,000.00	100.00	500.00	4,500.00	4,500.00
0013	CLOSEOUTS			62100101	5,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
0500	CE#006 TEMP ROAD	1	1	62250101	7,022.29	.00	.00	.00	.00	100.00	7,022.29	100.00	702.23	6,320.06	6,320.06
0501	CE#008 REVISIONS PER RFI #8	2	2	62250101	17,408.60	.00	.00	.00	.00	100.00	17,408.60	100.00	1,740.86	15,667.74	15,667.74
Bid Division Totals					353,430.89	12,410.00	3.51	1,241.00	11,169.00	88.57	325,430.89	92.08	32,543.09	292,887.80	281,718.80

SCHEDULE OF VALUES

PROJECT NUMBER: 2604-1342		PROJECT: TYLER PARK - OAK PARK		PERIOD ENDING DATE:	7/21/2026
				COST CONTROL BOOK:	006

			TOTAL COMPLETED TO DATE		.00
BID DIV#/NAME: 0102 ASPHALT PAVING	ORIGINAL CONTRACT SUM	71,000.00	LESS RETAINED TO DATE - 10%		.00
VENDOR#/NAME: 10060 ASPHALT SPECIALIST INC.	PLUS NET CHANGE ORDERS TO DATE	0.00	BILLED AMOUNT TO DATE		.00
	TOTAL CONTRACT SUM TO DATE	71,000.00	LESS PREVIOUS BILLED AMOUNTS		.00
	BALANCE TO FINISH (INCLUDING RETAINAGE)	71,000.00	CURRENT AMOUNT DUE		.00

ITEM	DESCRIPTION	PCO	CCO	ID#	SCHEDULED	----- COMPLETED CURRENT -----			PREVIOUS	----- COMPLETED TO DATE -----				ACTUAL	
					VALUE	TOTAL	%	RETAINED	AMT DUE	%	TOTAL	%	RETAINED	BILLED AMT	PAYMENTS
0001	BONDS			62100101	400.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
0002	MOBILIZATION			62100101	3,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
0003	AGGREGATE & FINE GRADE			62100101	20,800.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
0004	ASPHALT LEVELING			62100101	18,700.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
0005	ASPHALT WEARING COURSE			62100101	23,100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
0006	CONCRETE			62100101	4,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
Bid Division Totals					71,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00

			TOTAL COMPLETED TO DATE	17,250.00
BID DIV#/NAME: 0901 CM FEES	ORIGINAL CONTRACT SUM	25,000.00	LESS RETAINED TO DATE - %	.00
VENDOR#/NAME: 23076 MCCARTHY & SMITH INC	PLUS NET CHANGE ORDERS TO DATE	0.00	BILLED AMOUNT TO DATE	17,250.00
	TOTAL CONTRACT SUM TO DATE	25,000.00	LESS PREVIOUS BILLED AMOUNTS	13,750.00
	BALANCE TO FINISH (INCLUDING RETAINAGE)	7,750.00	CURRENT AMOUNT DUE	3,500.00

ITEM	DESCRIPTION	PCO	CCO	ID#	SCHEDULED	----- COMPLETED CURRENT -----				PREVIOUS	----- COMPLETED TO DATE -----				ACTUAL
					VALUE	TOTAL	%	RETAINED	AMT DUE	%	TOTAL	%	RETAINED	BILLED AMT	PAYMENTS
0001	BALANCE TO FINISH *****			62300101	7,750.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
0002	INV#19225 03/31/26			62300101	5,000.00	.00	.00	.00	.00	100.00	5,000.00	100.00	.00	5,000.00	5,000.00
0003	INV#19226 03/31/26			62300101	1,750.00	.00	.00	.00	.00	100.00	1,750.00	100.00	.00	1,750.00	1,750.00
0004	INV#19340 04/30/26			62300101	1,750.00	.00	.00	.00	.00	100.00	1,750.00	100.00	.00	1,750.00	1,750.00

SCHEDULE OF VALUES

PROJECT NUMBER: 2604-1342		PROJECT: TYLER PARK - OAK PARK		PERIOD ENDING DATE:	7/21/2026
				COST CONTROL BOOK:	006

BID DIV#/NAME: 0901 CM FEES		ORIGINAL CONTRACT SUM	25,000.00	TOTAL COMPLETED TO DATE	17,250.00
VENDOR#/NAME: 23076 MCCARTHY & SMITH INC		PLUS NET CHANGE ORDERS TO DATE	0.00	LESS RETAINED TO DATE - %	.00
		TOTAL CONTRACT SUM TO DATE	25,000.00	BILLED AMOUNT TO DATE	17,250.00
		BALANCE TO FINISH (INCLUDING RETAINAGE)	7,750.00	LESS PREVIOUS BILLED AMOUNTS	13,750.00
				CURRENT AMOUNT DUE	3,500.00

ITEM	DESCRIPTION	PCO	CCO	ID#	SCHEDULED	----- COMPLETED CURRENT -----				PREVIOUS	----- COMPLETED TO DATE -----				ACTUAL
					VALUE	TOTAL	%	RETAINED	AMT DUE	%	TOTAL	%	RETAINED	BILLED AMT	PAYMENTS
0005	INV#19467 05/31/26			62300101	1,750.00	.00	.00	.00	.00	100.00	1,750.00	100.00	.00	1,750.00	1,750.00
0006	INV#19522 06/30/26			62300101	3,500.00	.00	.00	.00	.00	100.00	3,500.00	100.00	.00	3,500.00	3,500.00
0007	INV#19806 07/31/26			62300101	3,500.00	3,500.00	100.00	.00	3,500.00	.00	3,500.00	100.00	.00	3,500.00	.00
Bid Division Totals					25,000.00	3,500.00	14.00	.00	3,500.00	55.00	17,250.00	69.00	.00	17,250.00	13,750.00

BID DIV#/NAME: 0902 CM REIMBURSABLES		ORIGINAL CONTRACT SUM	45,000.00	TOTAL COMPLETED TO DATE	33,537.13
VENDOR#/NAME: 23076 MCCARTHY & SMITH INC		PLUS NET CHANGE ORDERS TO DATE	0.00	LESS RETAINED TO DATE - %	.00
		TOTAL CONTRACT SUM TO DATE	45,000.00	BILLED AMOUNT TO DATE	33,537.13
		BALANCE TO FINISH (INCLUDING RETAINAGE)	11,462.87	LESS PREVIOUS BILLED AMOUNTS	23,644.63
				CURRENT AMOUNT DUE	9,892.50

ITEM	DESCRIPTION	PCO	CCO	ID#	SCHEDULED	----- COMPLETED CURRENT -----			PREVIOUS	----- COMPLETED TO DATE -----				ACTUAL	
					VALUE	TOTAL	%	RETAINED	AMT DUE	%	TOTAL	%	RETAINED	BILLED AMT	PAYMENTS
0001	BALANCE TO FINISH *****			62400101	11,462.87	.00	.00	.00	.00	.00	.00	.00	.00	.00	
0002	INV#19227 03/31/26			62400101	6,489.00	.00	.00	.00	.00	100.00	6,489.00	100.00	.00	6,489.00	6,489.00
0003	INV#19341 04/30/2026			62400101	4,236.00	.00	.00	.00	.00	100.00	4,236.00	100.00	.00	4,236.00	4,236.00
0004	INV#19468 05/31/25			62400101	5,825.13	.00	.00	.00	.00	100.00	5,825.13	100.00	.00	5,825.13	5,825.13
0005	INV#19651 06/30/26			62400101	7,094.50	.00	.00	.00	.00	100.00	7,094.50	100.00	.00	7,094.50	7,094.50
0006	INV#19807 07/31/26			62400101	9,892.50	9,892.50	100.00	.00	9,892.50	.00	9,892.50	100.00	.00	9,892.50	.00

SCHEDULE OF VALUES

PROJECT NUMBER: 2604-1342 PROJECT: TYLER PARK - OAK PARK										PERIOD ENDING DATE:	7/21/2026
										COST CONTROL BOOK:	006

Bid Division Totals	45,000.00	9,892.50	21.98	.00	9,892.50	52.54	33,537.13	74.53	.00	33,537.13	23,644.63
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			TOTAL COMPLETED TO DATE	3,963.85
BID DIV#/NAME: 0903 CM GENERAL CONDITIONS	ORIGINAL CONTRACT SUM	13,000.00	LESS RETAINED TO DATE - %	.00
VENDOR#/NAME: 23076 MCCARTHY & SMITH INC	PLUS NET CHANGE ORDERS TO DATE	0.00	BILLED AMOUNT TO DATE	3,963.85
	TOTAL CONTRACT SUM TO DATE	13,000.00	LESS PREVIOUS BILLED AMOUNTS	2,798.75
	BALANCE TO FINISH (INCLUDING RETAINAGE)	9,036.15	CURRENT AMOUNT DUE	1,165.10

ITEM	DESCRIPTION	PCO	CCO	ID#	SCHEDULED	----- COMPLETED CURRENT -----				PREVIOUS	----- COMPLETED TO DATE -----				ACTUAL
					VALUE	TOTAL	%	RETAINED	AMT DUE	%	TOTAL	%	RETAINED	BILLED AMT	PAYMENTS
0001	BALANCE TO FINISH *****			62500101	9,036.15	.00	.00	.00	.00	.00	.00	.00	.00	.00	
0002	INV#19342 04/30/2026			62500101	2,008.50	.00	.00	.00	.00	100.00	2,008.50	100.00	.00	2,008.50	
0003	INV#19469 05/31/26			62500101	508.40	.00	.00	.00	.00	100.00	508.40	100.00	.00	508.40	
0004	INV#19652 06/30/26			62500101	281.85	.00	.00	.00	.00	100.00	281.85	100.00	.00	281.85	
0005	INV#19808 07/31/26			62500101	1,165.10	1,165.10	100.00	.00	1,165.10	.00	1,165.10	100.00	.00	1,165.10	
Bid Division Totals					13,000.00	1,165.10	8.96	.00	1,165.10	21.53	3,963.85	30.49	.00	3,963.85	2,798.75

Project Totals					507,430.89	26,967.60	5.31	1,241.00	25,726.60	69.61	380,181.87	74.92	32,543.09	347,638.78	321,912.18

CHANGE ORDER LISTING**PROJECT NUMBER: 2604-1342 PROJECT: TYLER PARK - OAK PARK****PERIOD ENDING DATE: 7/21/2026****COST CONTROL BOOK: 006**

BID DIV #	ITEM #	VENDOR NAME	PCO CCO	PCT COMP	APPROVED AMOUNT	ALLOCATED COST	CHANGE ORDER DESCRIPTION
0101	0500	JACKLYN CONTRACTING LLC	0001 001	100.00	7,022.29	7,022.29	CE#006 TEMP ROAD
0101	0501	JACKLYN CONTRACTING LLC	0002 002	100.00	17,408.60	17,408.60	CE#008 REVISIONS PER RFI #8 NORTH DETENTION STORM TIE IN
Project Totals				100.00	24,430.89	24,430.89	

APPROVED CHANGE ORDERS THIS PERIOD

CLIENT NAME: CITY OF OAK PARK
PROJECT: TYLER PARK - OAK PARK

PERIOD ENDING DATE: 7/21/2026
COST CONTROL BOOK: 006

PROJECT: 2604-1342

NONE THIS PERIOD

**THE DISBURSEMENT SUMMARY WILL BE PROVIDED UPON
REQUEST**

BUDGET SUMMARY BY ID NUMBER

PROJECT NUMBER: 2604-1342		PROJECT: TYLER PARK - OAK PARK						PERIOD ENDING DATE: 7/21/2026 COST CONTROL BOOK: 006		
ID NUMBER	DESCRIPTION	(1) BUDGET	(2) CHANGE TO BUDGET	(3) REVISED BUDGET (1+2)	(4) SCHEDULE OF VALUES COMMITTED	(5) C.O.'S APPROVED	(5a) ESTIMATE TO COMPLETE	(6) TOTAL (4+5+5a)	(7) BUDGET VARIANCE (3-6)	(8) ACTUAL PAYMENTS
BUILDING: 01 TYLER PARK										
TYPE OF WORK: 6210										
6210-01-01	SITE WORK	400,000.00	.00	400,000.00	400,000.00	0.00	.00	400,000.00	.00	259,731.00
	TYPE OF WORK TOTALS	400,000.00	.00	400,000.00	400,000.00	0.00	.00	400,000.00	.00	259,731.00
TYPE OF WORK: 6225										
6225-01-01	CONTINGENCY	40,000.00	.00	40,000.00	.00	24,430.89	15,569.11	40,000.00	.00	21,987.80
	TYPE OF WORK TOTALS	40,000.00	.00	40,000.00	.00	24,430.89	15,569.11	40,000.00	.00	21,987.80
TYPE OF WORK: 6230										
6230-01-01	CM FEES	25,000.00	.00	25,000.00	25,000.00	0.00	.00	25,000.00	.00	13,750.00
	TYPE OF WORK TOTALS	25,000.00	.00	25,000.00	25,000.00	0.00	.00	25,000.00	.00	13,750.00
TYPE OF WORK: 6240										
6240-01-01	CM REIMBURSABLES	45,000.00	.00	45,000.00	45,000.00	0.00	.00	45,000.00	.00	23,644.63
	TYPE OF WORK TOTALS	45,000.00	.00	45,000.00	45,000.00	0.00	.00	45,000.00	.00	23,644.63
TYPE OF WORK: 6250										
6250-01-01	GENERAL CONDITIONS	13,000.00	.00	13,000.00	13,000.00	0.00	.00	13,000.00	.00	2,798.75
	TYPE OF WORK TOTALS	13,000.00	.00	13,000.00	13,000.00	0.00	.00	13,000.00	.00	2,798.75
	BUILDING TOTALS	523,000.00	.00	523,000.00	483,000.00	24,430.89	15,569.11	523,000.00	.00	321,912.18
	PROJECT TOTALS	523,000.00	.00	523,000.00	483,000.00	24,430.89	15,569.11	523,000.00	.00	321,912.18

MERCHANT'S LICENSES - SEPTEMBER 08, 2026
(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
ELEVATE & CO LLC	25222 GREENFIELD RD	\$ 150.00	RETAIL
COLE' AFRICAN HAIR BRAIDING AND FASHION	12708 W NINE MILE RD	\$ 150.00	HAIR SHOP

RENEWALS FOR 2026	ADDRESS	FEES	BUSINESS TYPE
LAVISH AMOR LASHES	23300 GREENFIELD RD # 215	\$ 225.00	SALON
BARBIE BEHAVIOR BOUTIQUE	10730 W NINE MILE RD	\$ 225.00	RETAIL
HAPPY'S PIZZA #7	13700 W NINE MILE RD	\$ 225.00	RESTAURANT
BEARDS LLC	15454 TEN MILE	\$ 150.00	BARBERSHOP

City of Oak Park

OAK PARK CITY COUNCIL

Proclamation

Constitution Week 2026

***WHEREAS**, the United States of America is commemorating the 250th anniversary of the Declaration of Independence in 2026, celebrating the founding principles of liberty, equality, representative government, and the inherent rights of all people; and*

***WHEREAS**, the Constitution remains the supreme law of the land, defining the powers and responsibilities of government while protecting the rights and freedoms of the American people; and*

***WHEREAS**, the Constitution has provided stability, opportunity, and democratic governance for generations of Americans and continues to serve as a model for constitutional government throughout the world; and*

***WHEREAS**, Constitution Week was established to emphasize the responsibilities and privileges of American citizenship, encourage the study of the Constitution, and foster informed civic participation; and*

***WHEREAS**, Public Law 85-915, enacted by Congress and signed by President Dwight D. Eisenhower in 1956, designates September 17 through 23 of each year as Constitution Week;*

***NOW, THEREFORE, BE IT RESOLVED**, that I, Marian McClellan, Mayor of the City of Oak Park, Michigan, on behalf of the Oak Park City Council,
do hereby proclaim September 17 - 23 as*

CONSTITUTION WEEK

and encourage all residents to commemorate this observance through renewed appreciation for the Constitution and the enduring principles that have guided our nation from its founding through the celebration of America's 250th anniversary and beyond.



***IN TESTIMONY WHEREOF**, I have signed my name, officially, and caused the seal of the City of Oak Park, Michigan, to be affixed this 8th day of September 2026.*

Marian McClellan, Mayor



CITY OF OAK PARK, MI STAFF REPORT

7.B

AGENDA FOR: September 8, 2026

SUBJECT: Community Center Project Update

DEPARTMENT: Department of Public Works

FROM: David DeCoster, Deputy City Manager

SUMMARY: Over the past three months, the City Administration, Architect (Neumann/Smith), and Construction Manager (Barton Malow) have been working hard to continue to design our new Community Center to best meet the needs of the residents. Part of this Design Development stage of design was to finalize the building envelope, update the construction budget, and incorporate the feedback from the community and City Council from our previous project update.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: N/A

EXHIBITS:

None

Howard L. Shifman
Brandon Fournier
Robert Nyovich - Of Counsel



31600 Telegraph Road, Suite100
Bingham Farms, MI 48025
Phone (248) 594-8700
Fax (248) 594-7080
shifmanfournier.com

VIA E-MAIL ONLY

PRIVILEGED ATTORNEY-CLIENT COMMUNICATION

September 1, 2026

Ed Norris, City Clerk
City of Oak Park
14000 Oak Park Boulevard
Oak Park, MI 48237

Re: City of Oak Park/Invoice for Retainer – October 1, 2026 thru December 31, 2026

Dear Mr. Norris:

Enclosed please find our invoice for services per the Retainer Agreement.

Invoice No. 17200

City of Oak Park – General Labor Matters	\$20,000.00
TOTAL	\$20,000.00

Please make check payable to Shifman Fournier, PLC

Thank you for your attention in this matter. If you have any questions or comments, please feel free to contact me at your convenience.

Very truly yours,

SHIFMAN FOURNIER

Jessica Fanego, Office Administrator
Jessica@shifmanfournier.com

Cc: Sandra Crawford, Finance Director

Shifman Fournier, PLC
31600 Telegraph Road, Suite 100
Bingham Farms, MI 48025

Invoice Submitted to:

Ed Norris, City Clerk
City of Oak Park
14000 Oak Park Boulevard
Oak Park, MI 48237

In Reference To: City of Oak Park/General Labor

Invoice No. 17200

Professional Services

9/01/2026	Services per Retainer Agreement for October 1, 2026 – December 31, 2026	\$ 20,000.00 _____
	TOTAL	\$ 20,000.00
	BALANCE DUE	\$ 20,000.00 =====



CITY OF OAK PARK, MI STAFF REPORT

10.A.1

AGENDA FOR: September 8, 2026

SUBJECT: Approval of Pay Application No. 5 and Change Order No. 3 for the 2025-2026 Miscellaneous Concrete Project, M-782 to Mattioli Cement Company of Fenton, MI, in the amount of \$101,831.02 and (\$14,254.83) respectively.

DEPARTMENT: Municipal Services

FROM: Dan Samuel, Engineering Supervisor

SUMMARY: Attached is Pay Application No. 5 and Change Order No. 3 for the 2025-2026 Miscellaneous Concrete Project, M-782 by Mattioli Cement Company of Fenton, MI. This project included replacing full depth concrete pavement and sidewalk. The change order is for balancing out the project. The project is 100% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$450,165.00
Change Order No. 1:	\$99,776.40
Change Order No. 2:	\$186,243.18
Proposed Change Order No. 3:	(\$14,254.83)
Proposed Contract Amount:	\$721,929.75
Total Earnings to Date:	\$721,929.75
Less Retainage:	\$10,000.00
Net Earned:	\$711,929.75
Deductions:	\$0.00

Balance:	\$711,929.75
Payments to Date:	\$610,098.73
Amount Due to Mattioli Cement:	\$101,831.02

RECOMMENDED ACTION: It is recommended that Pay Application No. 5 and Change Order No. 3 for the 2025-2026 Miscellaneous Concrete Project, M-782 by Mattioli Cement Company of Fenton, MI be approved in the amount of \$101,831.02 and (\$14,254.83) respectively. Funding is available in the Local Streets Fund (203-18.479-970) and the Water and Sewer Fund (592-18.538-970) for this expenditure.

EXHIBITS:

1. Pay App No. 5 - C.O. No. 3

PAYMENT APPLICATION

PROJECT: 2025-2026 MISCELLANEOUS CONCRETE PROJECT

JOB NUMBER: M-782

OWNER: CITY OF OAK PARK, MICHIGAN

APPLICATION NO.: 5

CONTRACTOR: MATTIOLI CEMENT COMPANY
6085 MCGUIRE ROAD
FENTON, MI 48430

PERIOD ENDING: 8/14/2026

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMOVE CONCRETE PAVEMENT, MODIFIED SP	4,622	SYD	\$10.00	723.14	\$7,231.40	5,960.19	\$59,601.90
2	CONCRETE PVMT W/ INT CURB & GUTTER 9" CONCRETE, MODIFIED SP	4,500	SYD	\$64.60	546.94	\$35,332.32	4,544.89	\$293,599.90
3	REMOVAL COOLIDGE CONCRETE PVMT, MODIFIED SP	100	SYD	\$10.00	0.01	\$0.10	1,781.35	\$17,813.50
4	COOLIDGE CONCRETE PVMT W/ INT CURB & GUTTER 9" CONCRETE, MODIFIED SP	100	SYD	\$72.00	0.00	\$0.00	1,781.35	\$128,257.20
5	SIDEWALK CONC. NON-REINF 4" SIDEWALK MOD	500	SFT	\$7.00	1,478.15	\$10,347.05	9,768.04	\$68,376.28
6	SIDEWALK CONC. NON-REINF. 6" SIDEWALK/ DRIVE APPROACH MOD.	500	SFT	\$7.75	107.70	\$834.68	2,807.37	\$21,757.12
7	CONCRETE PAVEMENT, 24" CURB & GUTTER SECTION NON- REINF. 9" CONC. MOD	50	LFT	\$39.00	0.00	\$0.00	45.00	\$1,755.00
8	AGGREGATE BASE UNDER 9" CONC. (3" 21AA CR. LIMESTONE)	4,500	SYD	\$11.00	546.93	\$6,016.23	6,326.21	\$69,588.31
9	AGGREGATE BASE UNDER 4" & 6" & 9" CONC. (6" 21AA CR LIMESTONE)	100	SYD	\$13.00	0.00	\$0.00	0.00	\$0.00
10	ADJUST DRAINAGE STRUCTURES	20	EACH	\$225.00	0.00	\$0.00	20.00	\$4,500.00
11	CAST IN PLACE DETECTABLE/ TACTILE WARNING SURFACE MODIFIED	100	SFT	\$26.00	10.00	\$260.00	60.00	\$1,560.00
12	SANITARY MANHOLE 1040A RAME AND COVER	5	EACH	\$1,200.00	0.00	\$0.00	0.00	\$0.00
13	CATCH BASIN 5080M3 6 HOLE FRAME AND COVER	5	EACH	\$1,200.00	5.00	\$6,000.00	12.00	\$14,400.00
14	MINOR TRAFFIC DEVICES MODIFIED (5% MAX)	1	LSUM	\$10,000.00	0.00	\$0.00	1.00	\$10,000.00
15	COOLIDGE MINOR TRAFFIC DEVICES MODIFIED (5% MAX)	1	LSUM	\$1,500.00	0.00	\$0.00	1.00	\$1,500.00
16	PROJECT CLEAN UP MODIFIED (5% MAX)	1	LSUM	\$6,000.00	0.00	\$0.00	1.00	\$6,000.00
17	INSPECTION CREW DAYS	\$320	DAY	26	0.00	\$0.00	0.00	\$0.00
18	CATCH BASIN REPAIR	0	LFT	\$375.00	0.00	\$0.00	14.50	\$5,437.50
19	BRICK REMOVAL	0	SFT	\$2.00	0.00	\$0.00	4,391.52	\$8,783.04
20	EARTH EXCAVATION	0	CYD	\$60.00	150.00	\$9,000.00	150.00	\$9,000.00

Period Total Amount:	\$75,021.78	Amount to Date:	\$721,929.75
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Original Contract Amount: \$450,165.00
Change Order No. 1: \$99,776.40
Change Order No. 2: \$186,243.18
Change Order No. 3: -\$14,254.83
New Contract Amount: \$721,929.75

Earnings This Period: \$75,021.78
Total Earnings to Date: \$721,929.75
Less Retainage: \$10,000.00
Net Earned: \$711,929.75
Deductions: \$0.00
Balance: \$711,929.75
Payments to Date: \$610,098.73

AMOUNT DUE MATTIOLI CEMENT COMPANY: \$101,831.02

Accepted By: 
[John Mattioli \(Aug 18, 2026 15:06:32 EDT\)](#)
Mattioli Cement Company

Date: 08/18/2026

Approved By: 
[Dan Samuel \(Aug 18, 2026 15:08:12 EDT\)](#)
Dan Samuel, Engineering Supervisor
City of Oak Park, Michigan

Date: 08/18/2026

CHANGE ORDER

PROJECT:	2025-2026 MISCELLANEOUS CONCRETE PROJECT	JOB NUMBER:	M-782
OWNER:	CITY OF OAK PARK, MICHIGAN	CHANGE ORDER NO.:	3
CONTRACTOR:	MATTIOLI CEMENT COMPANY 6085 MCGUIRE ROAD FENTON, MI 48430	PAGE:	1

TO THE CONTRACTOR:

You are hereby directed to comply with the changes/extras to the contract documents.
This change order reflects work completed or anticipated. Further documentation supporting these changes is on file with the City Engineer.

THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	Total Amount
3	REMOVAL COOLIDGE CONCRETE PVMT, MODIFIED SP	100.00	SYD	\$10.00	1,681.35	1,781.35	\$16,813.50
4	COOLIDGE CONCRETE PVMT W/ INT CURB & GUTTER 9" CONCRETE, MODIFIED SP	100.00	SYD	\$72.00	1,681.35	1,781.35	\$121,057.20
5	SIDEWALK CONC. NON-REINF 4" SIDEWALK MOD	1,934.68	SFT	\$7.00	7,833.36	9,768.04	\$54,833.52
6	SIDEWALK CONC. NON-REINF. 6" SIDEWALK/ DRIVE APPROACH MOD.	748.61	SFT	\$7.75	2,058.76	2,807.37	\$15,955.39
8	AGGREGATE BASE UNDER 9" CONC. (3" 21AA CR. LIMESTONE)	6,282.83	SYD	\$11.00	43.38	6,326.21	\$477.18
13	CATCH BASIN 5080M3 6 HOLE FRAME AND COVER	5.00	EACH	\$1,200.00	7.00	12.00	\$8,400.00
18	CATCH BASIN REPAIR	0.00	LFT	\$375.00	14.50	14.50	\$5,437.50
TOTALS							\$222,974.29

THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE SUBTRACTED FROM THE CONTRACT AMOUNT

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Decreased Quantity	Quantity to Date	Total Amount
1	REMOVE CONCRETE PAVEMENT, MODIFIED SP	7,730.87	SYD	\$10.00	-1,770.68	5,960.19	-\$17,706.80
2	CONCRETE PVMT W/ INT CURB & GUTTER 9" CONCRETE, MODIFIED SP	7,421.83	SYD	\$64.60	-2,876.94	4,544.89	-\$185,850.32
7	CONCRETE PAVEMENT, 24" CURB & GUTTER SECTION NON- REINF. 9" CONC. MOD	50.00	LFT	\$39.00	-5.00	45.00	-\$195.00
9	AGGREGATE BASE UNDER 4" & 6" & 9" CONC. (6" 21AA CR LIMESTONE)	1,239.00	SYD	\$13.00	-1,239.00	0.00	-\$16,107.00
10	ADJUST DRAINAGE STRUCTURES	22.00	EACH	\$225.00	-2.00	20.00	-\$450.00
11	CAST IN PLACE DETECTABLE/ TACTILE WARNING SURFACE MODIFIED	130.00	SFT	\$26.00	-70.00	60.00	-\$1,820.00
12	SANITARY MANHOLE 1040A RAME AND COVER	5.00	EACH	\$1,200.00	-5.00	0.00	-\$6,000.00
17	INSPECTION CREW DAYS	26	DAY	\$320.00	-26.00	0.00	-\$8,320.00
20	EARTH EXCAVATION	163.00	CYD	\$60.00	-13.00	150.00	-\$780.00
TOTALS							-\$237,229.12

SUMMARY

Total Increase	\$222,974.29
Total Decrease	-\$237,229.12
Total for Change Order No. 3:	-\$14,254.83

Contract Amount	\$450,165.00
Change Order No.1:	\$99,776.40
Change Order No. 2:	\$186,243.18
Change Order No. 3:	-\$14,254.83
New Contract Amount:	\$721,929.75

John Mattioli
john.mattioli (Aug 18, 2026 15:06:32 EDT)

Mattioli Cement Company

Date

Dan Samuel
Dan Samuel (Aug 18, 2026 15:08:12 EDT)

Dan Samuel, Engineering Supervisor

Date

*Reviewed by and recommended for approval by City Council



CITY OF OAK PARK, MI STAFF REPORT

10.A.2

AGENDA FOR: September 8, 2026

SUBJECT: Request to approve OPCIA Facade Grant for Grammy Pants, located at 8100 W 9 Mile for \$5,000

DEPARTMENT: Economic and Community Development

FROM: Michelle Bishop, Manager of Authorities

SUMMARY: The Corridor Improvement Authority has received an application for a Façade Improvement Grant from business owner Brittney Zuzindlak, of Grammy Pants - 8100 W 9 Mile. The project consists of painting the exterior, installing a new sign, and replacing the front windows and door. The project specifications have met city guidelines for the program. The CIA board has reviewed the grant application and recommends approving the façade grant for a maximum amount of \$5,000. .

FINANCIAL STATEMENT: Money is available in the façade improvement budget
251.00.000.970.003

RECOMMENDED ACTION: Request that City Council approve the façade grant for Grammy Pants, for a maximum of 50% of the project costs in an amount not to exceed \$5,000.

EXHIBITS:

1. Grammy Pants Facade packet for Council



FAÇADE GRANT APPLICATION

BUSINESS: GRAMMY PANTS

8100 W 9 MILE ROAD

GRANT AMOUNT REQUESTED: \$5,000

CITY OF OAK PARK SMALL BUSINESS FAÇADE IMPROVEMENT PROGRAM

APPLICANT INFORMATION

Name of Applicant: Brittney Zuzindlak

Address: 23509 Forest Street

City: Oak Park

State: MI

ZIP Code: 48237

Phone: 248.840.7217

Email: bzuzind@gmail.com

FOR TENANTS

Name of Building Owner: Same

Address of Building Owner:

City:

State:

Zip Code:

Phone:

Email:

PROPERTY TO BE IMPROVED

Name of Business: Grammy Pants, LLC

Address: 8100 W. 9 Mile Road

Phone: 248.840.7217

City: Oak Park

State: MI

ZIP Code: 48237

Type of Business: Retail (Vintage Clothes + Classes)

Tax ID #: 415171875

Proposed start of construction: September 11, 2026

Anticipated completion: October 31, 2026

Short description of proposed work:

We will paint the brick a fresh color, add an LED channel letter sign that says "grammy pants" (a bright eye-catching color), replace the front bay windows (currently broken) and replace the front door and transom. Together, this will create a bright, lively and inviting new front façade for the 8100 W. 9 Mile storefront.

Estimates:

- Paint Brick (\$800-\$1500)
- New Sign (\$4300-\$5700)
- New Front Windows (\$6,000-\$9,000)
- New Front Door and Transom (\$4,000)

Our estimated total for the exterior front façade renovation is between \$15,100-\$20,200.

ACKNOWLEDGEMENTS

By signing this Application, I affirm that I am the property owner of the above Property or as the tenant, have received permission from the property owner via the accompanying notarized letter to perform the proposed improvements. I further affirm that all the statements made on this application are true, and I understand that any falsification or willful omission will be sufficient cause to void my Application and any reimbursement awarded. In such a case that any reimbursement awarded by the city is voided due to any falsification or willful omission, I agree to repay the reimbursement amount to the EDP within sixty (60) days, plus all of the costs and attorney fees incurred by the EDP to collect the reimbursement proceeds if I fail to repay the EDP

within the sixty (60) days. I have read and understand and agree to comply with all requirements of the EDP Façade Improvement Program (hereinafter the "Program"). I hereby acknowledge that I may be required to submit additional documentation or information that was not required on this application if requested by the EDP. I further hereby acknowledge that the EDP reserves the right to reject any or all applications received pursuant to the Program

Also, I understand, acknowledge, and agree to the following:

1. It is expressly understood that the Applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building costs, ordinances, and other applicable regulations.
2. It is expressly understood that the Applicant will not seek to hold the City of Oak Park and or any of its employees, officers/directors liable for any property damage and/or personal injury, or other loss related in any way to the Small Business Façade Improvement Program
3. The Applicant shall be responsible for maintaining sufficient insurance coverage for property damage and personal injury liability relating to the Small Business Façade Improvement Program. Applicant should ask for contractor's proof of liability insurance.
4. Applicant will review and abide by the Oak Park Design Guidelines
5. Applicant will pull permits if required.
6. Applicant will maintain the improvements made to the property.
7. If Applicant chooses to alter the scope of work after EDP has approved it, Applicant may be ineligible for a portion or the entire reimbursement amount agreed upon from the original scope of work.
8. Applicant agrees to allow the EDP to promote the program including but not limited to displaying signage at the construction site and using photographs in promotional materials and press releases.

SIGNATURES

Signature of applicant:

B. M.

Date: 9-2-26

Printed name of applicant: Brittney Zuzindlak

Signature of Property Owner (if applicable): Same

Date:

Printed name of Property Owner (if applicable):

FOR DCED OFFICE USE ONLY

Is the application above complete along with all additional necessary documentation (i.e. YES notarized letter from property owner)? ☒

NO

☐

Is the building in compliance with all zoning ordinances and current on all property taxes?

YES
☒

NO

☐

Are the proposed improvements eligible under the requirements of the program?

YES
☒

NO

☐

Has the applicant provided architectural drawings of the proposed improvement?

YES
☒

NO

☐

Has the applicant included at least two photos of the current property?

YES
☒

NO

☐

Has the applicant included at least two bids from licensed contractors for the work to be YES completed? ☒

NO

☐

Are the proposed improvements consistent with the proposed Oak Park Design Guidelines?

YES
☒

NO

☐

Date submitted for approval 9/8/26 Amount approved _____

Approved by CIA or City Council

YES

☐

NO

☐

Current Front Façade Photos



Green highlighted shows
where we will paint



21.66sq ft

grammy pants

19.5" x 160"



Channel Letters
LED on Raceway
painted to match
building.

Overall size:
19.5" x 160"

Letter size:
g is 18.65"
r is 11.86"

Lettering Translucent
Oracal 044 Magenta Pink
Black jewelrite and returns



30414 WOODWARD AVE.
ROYAL OAK, MI 48073
248-549-4850 p.
248-549-4875 f.
contact@signs-n-designs.com

Designs, details and plans
represented herein, are the sole
property of Signs-N-Designs, Inc.
All or any part of these designs
(except registered trademarks) are
protected. Attempts to duplicate
designs without written consent
may result in legal repercussions.

Grammy Pants
8100 W. 9 Mile Road
Oak Park, MI

21.66sq ft



grammy pants

30.4" x 148.28"



Channel Letters
LED on Raceway
painted to match
building.

Overall size:
30.4" x 148.28"

Head logo
Capsule:
30.4"t x 23.4"w

Letter size:
g is 14"
r is 9"

Lettering Translucent
Magenta Pink
Black jewelrite and returns



30414 WOODWARD AVE.
ROYAL OAK, MI 48073
248-549-4850 p.
248-549-4875 f.
contact@signs-n-designs.com

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designs without written consent
may result in legal repercussions.

Grammy Pants
8100 W. 9 Mile Road
Oak Park, MI



Signs-n-Designs inc.

30414 Woodward Ave.
Royal Oak, Michigan 48073

Invoice No. 260080036

INVOICE

Customer

Name GRAMMY PANTS
Address 8100 W 9 MILE
City OAK PARK State MI ZIP
Phone Brittney Zuzindlak bzuzind@gmail.com 248 840 7217

Date 08/21/26
Order No.
Shipped Via INSTALLED
Shipped To:

Qty	Description	Unit Price	TOTAL
1	CHANNEL LETTER RACEWAY SIGN WITH LOGO HEAD ICON 38" T X 156" L HEAD DIGITALLY PRINTED 4" DEEP RACEWAY PAINTED COLOR OF E BUILDING 3" BLACK RETURN CHANEL LETTERS LED LITE FACE OF LETTERS WILL BE HIGH PERFORMACE VINYL 044 MAGENTA IN COLOR "g" IS 14" TALL AND "r" IS 9" TALL INCLUDES INSTALLATION AND HOOK UP TO EXTERIOR ELECTRICAL BOX THAT IS TO CODE	\$4,400.00	\$4,400.00
1	CITY OF OAK PARK SIGN PERMIT FEES REVIEW FEE \$30 BASE FEE \$30 SIGN FEE \$60 REGISTRATION FEE \$20 TOTAL \$140 REQUIRED SITE DRAWINGS OF CONSTRUCTION AND HOOK UP \$175		\$0.00

Payment Details

- ☐ VISA
☐ AMEX
☐ MASTERCARD

Make Checks Payable to:
Signs-n-Designs, Inc.

3-4% CREDIT CARD SERVICE FEE

50% DEPOSIT AND CITY FEES ARE REQUIRED TO BEGIN PROJECT

SubTotal	\$4,400.00
Deposit	
Taxes State	\$264.00
PERMIT FEES	\$140.00
DRAWINGS	\$175.00
TOTAL	\$4,979.00

Office Use Only:

Vinyl Graphics Specialists

Thank You for Choosing Signs-n-Designs



22554 Telegraph Road
Southfield, MI 48033
(248) 372-9554

ESTIMATE E-SF-6686

Payment Terms: Cash Customer

Created Date: 8/21/2026

DESCRIPTION: Channel Letters 160x19.5/Permits/ Installation

Bill To: Grammy pants
8100 W 9 Mile
Oak Park, MI 48237
US

Installed: Grammy pants
8100 W 9 Mile
Oak Park, MI 48237
US

Requested By: Brittney Zuzindlak
Email: bzuzind@gmail.com

Salesperson: Danah Brikho

PRODUCTS	QTY	UNIT PRICE	TOTALS
1 Channel Letter 160"x19.5" Grammy Pants neon pink	1	\$4,000.00	\$4,000.00
1.1 Channel Letters - Part Qty: 1 Width: 160.00" Height: 19.50" Notes: Neon pink			
2 Permits and Acquisition	1	\$890.00	\$890.00
2.1 Permit Acquisitions - Part Qty: 1			
3 Installation	1	\$600.00	\$600.00
3.1 Installation - Part Qty: 1			

Turnaround is 3 - 4 business days once final proof approval is confirmed.
Rush Fees will apply to any orders needed same or next day.

The client will receive an initial proof and is entitled to two additional complimentary revisions. Any further revisions beyond this will incur a \$25 fee per proof. Client is responsible for carefully reviewing all proofs and verifying their accuracy prior to providing final approval for production.

Payment Terms:

The remaining balance of the order must be paid in full prior to the release of any products for shipment or customer pickup.

This estimate is valid for 30 days.

If your order comes with mounting/structure hardware, turnaround is 7 - 10 business days (excluding standard retractable banner stands) as hardware is not manufactured in-house & cannot be secured until artwork is approved.

Base Subtotal:	\$5,490.00
Subtotal:	\$5,490.00
Michigan State	\$240.00
Total Taxes:	\$240.00
Grand Total:	\$5,730.00
Deposit Required:	\$2,865.00

Proposal #3264632

Brittney Zuzindlak
bzuzind@gmail.com
(248) 840-7217
8100 W Nine Mile Rd
Oak Park, MI 48237



Proposal # 3264632
Proposal Date 8/26/2026
Proposal Amount \$1,570.00
Job Address 8100 W Nine Mile Rd
Oak Park, MI 48237

VISUAL PAINT License# Visual Services, LLC
24381 Greenfield Rd
Southfield, MI 48075
Phone (248) 622-2296

General Project Expectations & Notes

I appreciate the opportunity to introduce you to our comprehensive painting services and our plan to transform your living space into an environment of elegance and comfort. Our primary aim is to exceed your expectations in every aspect of the project.

1. Project Scope:

We will undertake a complete, high-quality painting job of your home, encompassing all quoted exterior surfaces. This includes the preparation of surfaces, repairs, caulking, priming, painting, and touch-ups. We will power wash and scrape all surfaces to be painted. All areas where rot or major damage is present will be repaired or replaced. Filling and sanding of all minor uneven surfaces are not included in this quote, this can be added on for an additional cost (even in the event that we do fill and sand all surfaces it's impossible to match surrounding areas or restore wood to the original state) When replacing wood we cannot guarantee that the exact wood on your home will be able to be matched. We will caulk all areas in need, including windows and trim. Gutters and downspouts, window and door trims will all be painted. Gutters will not be removed to paint behind. Soffits and fascia will be painted. You can choose from a vast range of colors, textures, and finishes to fit your personal style and enhance the character of your home.

2. Superior Quality Materials:

We exclusively use superior-grade, eco-friendly paint products that assure durability and longevity. These premium materials will provide excellent coverage, a splendid finish, and protection from adverse weather conditions and daily wear and tear.

3. Skilled Craftsmanship:

Our team comprises highly experienced, skilled painters who take immense pride in their craft. Their meticulous attention to detail guarantees a professional finish that showcases exceptional craftsmanship.

4. Flexible Schedule:

We understand that home improvement projects can be disruptive to your daily routine. Thus, we strive to accommodate your schedule, ensuring minimal disruption to your everyday life.

5. Completion Time:

We value your time and commit to completing the project in a timely manner, without compromising on quality. Our project management experience ensures efficient planning, coordination, and execution.

6. After-Sales Service:

Post-project, we offer a follow-up visit to ensure the work meets your expectations and to address any concerns. We are committed to providing you with full satisfaction long after the job is completed.

Terms:

- We adhere to PDCA standards on all our work.
- Visual Paints warranty is included in all quotes. See folder for terms.
- Breaking out individual items by themselves may incur an increase of up to 25% per item.

- If the project is booked out longer than 2 weeks we require a 10% deposit to hold the spot.
- We require a 50% down payment on the first day before we begin the job.
- The final 50% is due immediately upon completion of the work unless other payment terms are agreed upon in writing before hand.

Project Notes:

- We will conduct a walkthrough with you to understand your expectations and preferences better.
- The color palette will be finalized based on your preferences and the current trends that best suit your home.
- We will ensure your landscaping and exterior furniture are adequately protected during the painting process.
- All work areas will be thoroughly cleaned post-completion.

Our ultimate goal is to infuse life into your vision, transforming your home into a work of art that resonates with your unique personality. We aspire to deliver an outcome that is more than just a fresh coat of paint, but a masterpiece that enhances the aesthetics of your home.

Thank you for considering us for this project. We look forward to the opportunity to serve you and to deliver a painting job that not only meets but exceeds your expectations.

Best Regards

Line Items

Product / Service	Quantity	Price	Subtotal	Tax	Total
Exterior Painting	1.00	\$1,570.00 / Ea	\$1,570.00	\$0.00	\$1,570.00
Exterior Painting Scope of Work					

- This quote includes all exterior surfaces that have been previously painted.
- All shrubbery, landscaping, foliage, and surrounding areas will be protected as needed throughout the project.
- All surfaces to be painted will be thoroughly power washed and scraped as necessary to remove loose or falling paint and prepare the surface for coating.
- Areas exhibiting rot or significant damage will be repaired or replaced as needed.
- Filling, patching, and sanding of minor surface imperfections are not included in this quote but may be added as an additional service.
 - Please note that even when filling and sanding are performed, it is not possible to perfectly match surrounding surfaces or restore weathered wood to its original condition.
- When replacing damaged wood, we cannot guarantee an exact match to the existing wood species, profile, texture, or age currently installed on the home.
- All gaps, joints, and areas requiring sealant will be caulked as needed, including around windows, trim, and other exterior penetrations.
- Gutters, downspouts, window trim, and door trim are included in the painting scope.
 - Gutters will not be removed, and painting behind gutters is not included.
- Soffits and fascia boards are included and will be properly prepared and painted.
- All painted surfaces will receive premium exterior coatings applied in accordance with manufacturer specifications and industry best practices to ensure a durable, long-lasting finish.

Subtotal \$1,570.00

Tax \$0.00

Total \$1,570.00



BLACK DIAMOND
INVESTMENT GROUP

267-770-9367
blackdiamondlcc@gmail.com
31529 CARION DR

BLACK DIAMOND GENERAL LLC

INVOICE

BILL TO: **Scott Joseph**
248-459-9004
scottrobertjoseph@gmail.com

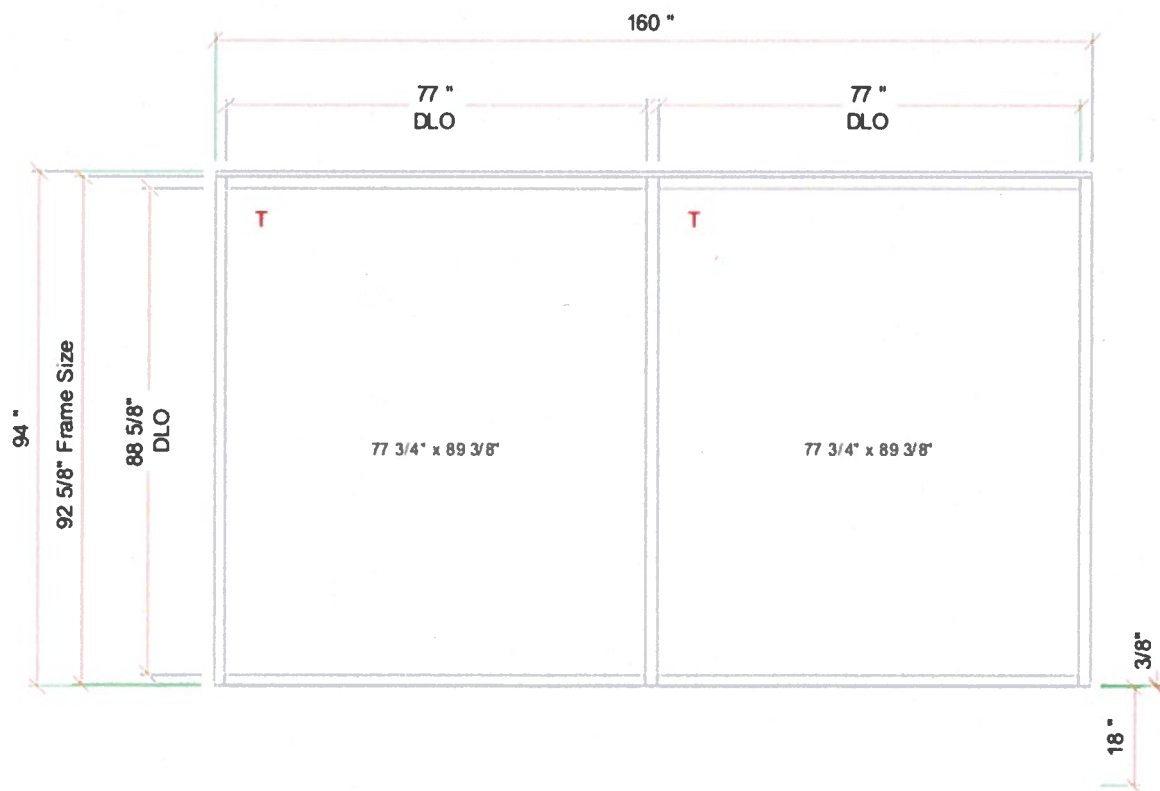
NUMBER: INV0026
DATE: Aug 17, 2026
DUE DATE: On receipt

Description	Quantity	Unit price	Amount
8100 W NINE MILE RD OAK PARK, MI 48237			\$800.00
WORK PAINTING	1	\$800.00	\$800.00
1. Paint the exterior brick.			

SUBTOTAL: \$800.00
TOTAL: \$800.00
PAID: \$0.00

BALANCE DUE \$800.00

Windows, Door, Transom Quote (2) – Commercial Glass (2 Bay)



26-803 Scott Joseph - 2 Bay Frame - 001 - 2 Bay Frame (1 Thus)
Frame: (Clear) 403 - 2 x 4-1/2 Storefront Framing System

Commercial Glass

Superior

Dependable

Service

Proposal

Bid # 26-803-3

July 21, 2026

Proposal Submitted To:

Project Name and Location

Contact Information

Scott Joseph

Scott Joseph

8100 W 9 Mile

8100 W 9 Mile

248-459-9004

Oak Park MI 48237

Oak Park MI 48237

scottrobertjoseph@gmail.com

Provide and Install the Following Scope of Work:

- 1) Others responsible for Demo. Others to create new Square Plumb Level Watertight Openings.
- 2) Install Two Piece Thermal Head Receptor and Thermal Subsill set into a bed of sealant.
- 3) Install RAMCO 2" x 4 1/2" Thermally Broken, Center Glazed Storefront Framing System
- 4) One Overall Frame - 2 Bay per attached Estimating Drawing.
- 5) Metal to be Clear Anodized.
- 6) Glass to be 1" Clear SN68 Low-E Tempered Insulated Units.
- 7) All Materials, Labor, and Insurance for Complete Installation

Base Bid \$ 7,486.00

Optional Add \$ 874.00

First Trip - Go to Site, Demo One Exterior Sash Frame and Glass Complete. Dispose of Properly Offsite.

Others to create new Square Plumb Level Watertight Openings.

Proposal Submitted by: Joe Smith joe@newglassanddoor.com

Proposal may be withdrawn if not accepted within 10 Days

Total Base Bid Proposal Amount - No Demo:

Seven Thousand Four Hundred and Eighty Six Dollars ----- (\$ 7,486.00)

Acceptance of Proposal and Payment Terms in full by Owner or Authorized Owner's Agent

Owner of Authorized Owner's Agent Signature: _____

Acceptance Printed Name: _____ **Date:** _____

Terms: 1) 50% deposit invoiced and due upon acceptance. 50% balance due upon completion or phased progress payments. Unpaid Balance after 30 days, is subject to 20% apr interest applied monthly compounded on outstanding balance. If paid with Credit Card will be charged a 3% fee. 2) Commercial Glass quote is based on our interpretation of information supplied. It is the customer's responsibility to qualify quote. Commercial Glass is not responsible for providing materials different and/or over and above quantities quoted. Pricing subject to change for partial orders and/or potential increases from suppliers 10 days is submitted. Commercial Glass is not an Engineering or Design firm, and we do not include any engineering or design in our proposal. Final Cleaning of Glass and Framing by others. 3) Inflation Policy in Effect: In the event of significant delay measuring & ordering materials for any reason or price increase by vendor of materials, equipment or energy occurring during the performance of the contract through no fault of Commercial Glass, the contract sum, time of completion or contractor requirements should be equitably adjusted by change order in accordance with the procedures of the Contract Documents. A Change in Price of an item of material, equipment, or energy will be added if the price of an item increases between the date of this Contract & the date of installation. All deposits are non-refundable.

Commercial Glass - 40030 Grand River Ave. Suite 20. Novi, MI 48375 - 248-479-2606

www.NewGlassandDoor.com

Iovan Glass, Inc.

44455 Grand River Ave
Novi, MI 48375

Proposal

Date	Estimate #
8/10/2026	4371

Name / Address

Scott Joseph
8100 W 9 Mile Rd
Oak Park, MI
Scottrobertjoseph@gmail.com
248-459-9004

Project

New Storefront

Description	Add Or Deduct	Total
New 14' x 8' Storefront Using Dark Bronze Anodized Aluminum Entrance Door And Thermal Break Window Framing:		9,200.00
1 - 3' x 7' Entrance Door And Frame With Transom Standard Hardware And Lock		
3 - Sections Sidelite Windows		
1 - New Steel Door And Frame With Panic Hardware NOTE: Awing Must Be Removed For Door To Swing Out, Per Fire Code		3,500.00
DEMO INCLUDED		
ALL OF THE ABOVE INSTALLED!		0.00
Quote Good For 30 Days	Total	\$12,700.00

PHONE 313-937-3222	FAX 313-937-0290	EMAIL lovanglassinc@aol.com
-----------------------	---------------------	--------------------------------

Dennis Iovan, President
Kristen Sedlmeyer, Administrator

* Signature / Date Of Acceptance *



CITY OF OAK PARK, MI STAFF REPORT

10.A.3

AGENDA FOR: September 8, 2026

SUBJECT: Request to approve OPCIA Facade Grant for The Daily Blend, located at 26045 Coolidge Hwy, for \$5,000.

DEPARTMENT: Economic and Community Development

FROM: Michelle Bishop, Manager of Authorities

SUMMARY: The Corridor Improvement Authority has received an application for a Façade Improvement Grant from Travis Potter, of The Daily Blend - 26045 Coolidge Hwy. The project consists of the fabrication and installation of a new back lit sign for the business. The project specifications have met city guidelines for the program. The CIA board has reviewed the grant application and recommends approving the façade grant for a maximum amount of \$5,000. The CIA has received a verbal approval from the property owner for the work to be done and we request City Council approve the grant with the condition the owner approval be sent in writing prior as a requirement of approval.

FINANCIAL STATEMENT: Money is available in the façade improvement budget
251.00.000.970.003

RECOMMENDED ACTION: Request that City Council approve the façade grant for The Daily Blend, for a maximum of 50% of the project costs in an amount not to exceed \$5,000 with the condition that the property owner submits his approval in writing.

EXHIBITS:

1. Packet for Council



FAÇADE GRANT APPLICATION

BUSINESS: THE DAILY BLEND

26045 COOLIDGE HWY

GRANT AMOUNT REQUESTED: \$5,000

CITY OF OAK PARK SMALL BUSINESS FAÇADE IMPROVEMENT PROGRAM

APPLICANT INFORMATION

Name of Applicant: **Travis Potter**
 Address: **29173 Brooke Meadows Ct.**
 City: **Chesterfield** State: **MI** ZIP Code: **48047**
 Phone: **517-420-7053** Email: **thedailyblendmi@gmail.com**

FOR TENANTS

Name of Building Owner: **H.E.R. Management LLC**
 Address of Building Owner: **1147 E Long Lake Rd**
 City: **Troy** State: **MI** Zip Code: **48065**
 Phone: **248 688 9506** Email:

PROPERTY TO BE IMPROVED

Name of Business: **The Daily Blend Nutrition, LLC**
 Address: **26045 Coolidge Hwy** Phone: **517-420-7053**
 City: **Oak Park** State: **MI** ZIP Code: **48237**
 Type of Business: **Healthy Cafe** Tax ID # **42-2641793**
 Proposed start of construction: **Aug. 2020** Anticipated completion: **Sept/Oct 2020**
 Short description of proposed work:
Signage for front of building

ACKNOWLEDGEMENTS

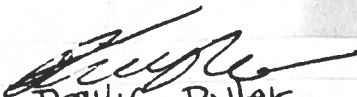
By signing this Application, I affirm that I am the property owner of the above Property or as the tenant, have received permission from the property owner via the accompanying notarized letter to perform the proposed improvements. I further affirm that all the statements made on this application are true, and I understand that any falsification or willful omission will be sufficient cause to void my Application and any reimbursement awarded. In such a case that any reimbursement awarded by the city is voided due to any falsification or willful omission, I agree to repay the reimbursement amount to the EDP within sixty (60) days, plus all of the costs and attorney fees incurred by the EDP to collect the reimbursement proceeds if I fail to repay the EDP within the sixty (60) days. I have read and understand and agree to comply with all requirements of the EDP Façade Improvement Program (hereinafter the "Program"). I hereby acknowledge that I may be required to submit additional documentation or information that was not required on this application if requested by the EDP. I further hereby acknowledge that the EDP reserves the right to reject any or all applications received pursuant to the Program

Also, I understand, acknowledge, and agree to the following:

1. It is expressly understood that the Applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building costs, ordinances, and other applicable regulations.
2. It is expressly understood that the Applicant will not seek to hold the City of Oak Park and or any of its employees, officers/directors liable for any property damage and/or personal injury, or other loss related in any way to the Small Business Façade Improvement Program
3. The Applicant shall be responsible for maintaining sufficient insurance coverage for property damage and personal injury liability relating to the Small Business Façade Improvement Program. Applicant should ask for contractor's proof of liability insurance.
4. Applicant will review and abide by the Oak Park Design Guidelines
5. Applicant will pull permits if required.
6. Applicant will maintain the improvements made to the property
7. If Applicant chooses to alter the scope of work after EDP has approved it, Applicant may be ineligible for a portion or the entire reimbursement amount agreed upon from the original scope of work.
8. Applicant agrees to allow the EDP to promote the program including but not limited to displaying signage at the construction site and using photographs in promotional materials and press releases.

SIGNATURES

Signature of applicant


Printed name of applicant TRAVIS Potter

Date: July 16 2026

Signature of Property Owner (if applicable):

Verbal

Date:

Printed name of Property Owner (if applicable):

FOR DCED OFFICE USE ONLY

Is the application above complete along with all additional necessary documentation (i.e. notarized letter from property owner)?

YES
☐NO
☐

Is the building in compliance with all zoning ordinances and current on all property taxes?

YES
☒NO
☐

Are the proposed improvements eligible under the requirements of the program?

YES
☒NO
☐

Has the applicant provided architectural drawings of the proposed improvement?

YES
☒NO
☐

Has the applicant included at least two photos of the current property?

YES
☒NO
☐

Has the applicant included at least two bids from licensed contractors for the work to be completed?

YES
☒NO
☐

Are the proposed improvements consistent with the proposed Oak Park Design Guidelines?

YES
☒NO
☐

Date submitted for approval

9/8/26

Amount approved

Approved by CIA or City Council

YES
☐NO
☐

Verbal

FAÇADE GRANT

THE DAILY BLEND – 26045 COOLIDGE HWY

BEFORE PICTURES:



PROPOSED CHANGES:



This project involves removing an existing sign and replacing it with an upgraded and more modern sign that is back lit.

ESTIMATE

SIGN FABRICATORS INC
43984 N Groesbeck Hwy
Clinton Township, MI 48036

lisa@signfabricators.com
+1 (586) 493-0502
www.signfabricators.com



Bill to

Travis Potter
Daily Blend Nutrition
26045 Coolidge Hwy
Oak Park, Michigan 48237
United States

Ship to

Travis Potter
Daily Blend Nutrition
26045 Coolidge Hwy
Oak Park, Michigan 48237
United States

Estimate details

Estimate no.: 1711
Estimate date: 07/23/2026

#	Product or service	Description	Qty	Rate	Amount
1.	Sign	Manufacture One (1) channel letter sign per approved customer layout	2	\$4,100.00	\$8,200.00
2.	Service	Halo Lit white	2	\$450.00	\$900.00
3.	Service	Installation of above sign	2	\$600.00	\$1,200.00
4.	Permits	Sign & Electrical Permit Fees to be determined by city and will be added to the final invoice, along with any procurement fees.	1	\$0.00	\$0.00
Subtotal					\$10,300.00
Sales tax					\$492.00
Total					\$10,792.00

Accepted date

Accepted by

154"

DAILY BLEND NUTRITION

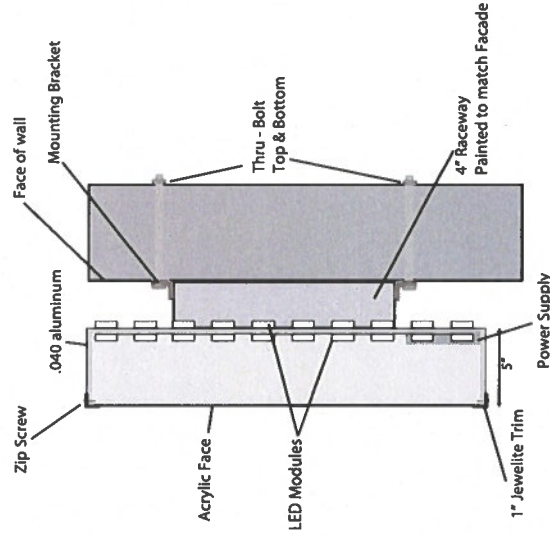
20"

12.5"

37.5"

White faces
Black inlay vinyl
Black trim
Black returns
White halo

Raceway painted to match wall



WORK ORDER #

DATE

SITE ADDRESS

TOWNSHIP

TYPE OF SIGN

SIGN DETAILS

MOUNTING DETAIL

Internally illuminated and halo lit
channel letters mounted on
raceway

Notes:

Approximate Sign Weight : 100lbs
(Including mounting hardware)

The Sign mounting is designed for
115 mph, 3 sec. gust Wind Speed
for Exposure B, Cat. II Structure as
per Fig. 1609 of 2015-MBC

Mounting Hardware shall be
non-corrosive.



43984 Groesbeck Highway
Clinton Twp. MI 48036
Phone: 586-493-0502 Fax: 586-493-0503

ACCEPTANCE OF ARTWORK The drawing above is an artistic representation ONLY. Elements may vary based on field measurements.

This color proof is intended for verification of spelling, layout, color and composition.

(PLEASE HELP AVOID UNNECESSARY COSTS BY CHECKING THIS PROOF CAREFULLY.)

Signature constitutes authorization to proceed with specifications and conditions of this document as specified.

All artwork and designs are property of Sign Fabricators and may not be used without expressed written permission of Sign Fabricators.

Approval: _____

Date: _____



ESTIMATE EST-51143

Estimate Date: 07/22/26

Signs & More
1371 Souter Drive
Troy, MI 48083

(248) 852-0683
<https://www.signsandmoremi.com/>

Follow Up Date : 08/11/26

Payment Terms: 50% Down, 50% on Completion

Description: V1 - Fabricated Aluminum Letters with Halo Lighting - Individually Mounted

Bill To: The Daily Blend Nutrition
26045 Coolidge Highway
Oak Park MI 48237
US

Installation : Katelyn Potter
26045 Coolidge Highway
Oak Park, MI 48237
US

Ordered By: Katelyn Potter
thedailyblendmi@gmail.com
(517) 420-7053

Salesperson: Sydney Jeney
Entered By: Sydney Jeney

ITEMS	QTY	UNIT PRICE	LINE TOTAL
1 Fabricated Aluminum Letters - Halo Lit	1	\$8,500.00	\$8,500.00

New Illuminated Wall Sign

-Overall Size of 144"(w) x 30"(h) Fabricated Aluminum Letters with Halo Lighting = 30 sqft

-All Letters will be painted Gloss Black and have either Bright White or Warm White LED

Lighting-All letters will also be mounted individually and will stand off the facade 2" for optimal halo lighting

-"DAILY BLEND" Letters will be 19"(h) x 2" deep

-"NUTRITION" Letters will be 8.25"(h) x 1" deep

-Due to the thin serifs on letters, small areas may not fully illuminate

2 Estimated Install Labor	1	\$1,850.00	\$1,850.00
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Customer to have existing sign panel removed prior to installation

-Installation of new letters

ITEMS	QTY	UNIT PRICE	LINE TOTAL
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-Letters will need to be wired separately through the facade & connected together behind the wall on the inside of building to connect to a dedicated circuit*

-We were unable to survey the inside of the building. Installation may cost on access to the location of the new signage on the inside of the building

* = If a dedicated circuit does not exist at the location of the proposed sign, it is the responsibility of the client to contract a licensed electrician to run the needed circuit.

3	Estimated Cost of Permits	1	\$500.00	\$500.00
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New illuminated wall signs will need both a building permit and an electrical permit (this is for connection of new sign to existing electrical circuit - this permit is not for running a new dedicated circuit if needed)

This is an ESTIMATED cost and is subject to change/actual costs will be reflected on final invoice once received back from the city after submissions.

Subtotal	\$10,850.00
Pre-Tax Total	\$10,850.00
Tax	\$510.00
Total	\$11,360.00
Deposit Required	\$5,680.00

240"(w)

144"(h)

30"(w)

19"(h)

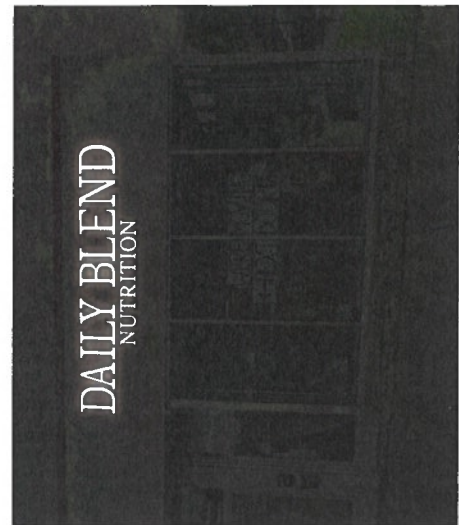
9.25"(w)

19"(h)

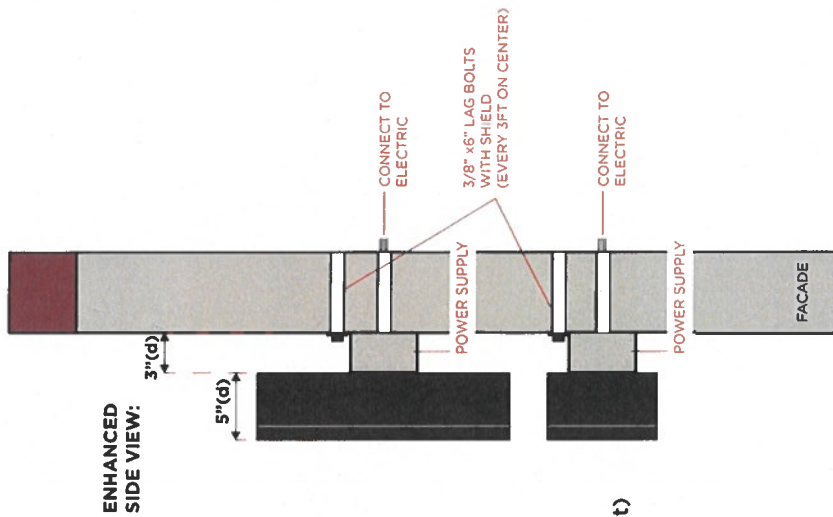
DAILY BLEND NUTRITION

- Overall Size of 14"(w) x 30"(h) x 8"(d) Face-Lit Channel Letters on Raceways
- Raceways will be 3"(d) and painted to match building facade
- Facade is 240"(w) x 182"(h) = 303.3 sqft x 15% = up to 45.5sqft for sign; Proposed sign is 30sqft
- “DAILY BLEND” Letters will be 19.5"(h) x 5" deep - Black Perforated vinyl on faces (will illuminate as white at night)
- “NUTRITION” Letters will be 9.25"(h) x 5" deep - Black vinyl on edges faces exposing white faces
- All Letters will have 1/8"(t) White Acrylic Faces with Black trim cap & channels (sides of letters)
- Removal of existing sign panel** & installation* of new Sign

-



DAILY BLEND
NUTRITION





CITY OF OAK PARK, MI STAFF REPORT

10.B.1

AGENDA FOR: September 8, 2026

SUBJECT: Request to approve an updated inter-local Public Safety Answering Point Agreement between Oakland County and the City of Oak Park.

DEPARTMENT: Public Safety

FROM: Steve Cooper, Director of Public Safety

SUMMARY: As the County updates its call-handling system, it is necessary to update the existing inter-local agreements to reflect current terminology and technology. The proposed updates are primarily administrative in nature and are intended to ensure that the agreement accurately reflects the County's current call-handling technology and terminology. The revised agreement has been reviewed and vetted by the city attorney.

Because the inter-local agreement requires local approval, the updated agreement is being presented to City Council for approval.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: To approve the updated inter-local agreement to allow the County and the City of Oak Park to proceed with the call-handling system agreement as presented.

EXHIBITS:

1. New PSAP Interlocal Agreement August 2026

**PUBLIC SAFETY ANSWERING POINT AGREEMENT
BETWEEN
OAKLAND COUNTY
AND
CITY OF OAK PARK**

This Agreement is made between Oakland County, a Constitutional and Municipal Corporation, 1200 North Telegraph, Pontiac, Michigan 48341 (Oakland), and the City of Oak Park, 14000 Oak Park Blvd, Oak Park, Michigan 48237. County and Public Body may also be referred to jointly as "Parties".

INTRODUCTION/PURPOSE OF AGREEMENT.

- A. The Public Body and the County enter into this Agreement, pursuant to Michigan law for the purpose of delineating the duties and responsibilities between the Parties related to the operation and management of the Next Generation 9-1-1 System (NG 9-1-1 System) and the Call Handling System (CHS).
- B. In 2016, the County installed an Emergency Services IP Network (ESInet), which is part of the NG 9-1-1 System, and the associated network of Call Processing Equipment, which is used by all Public Safety Answering Points participating in the County 9-1-1 Service Plan. The County and the Public Body entered into an Interlocal Agreement to provide for the Public Body's use of this network/equipment—approved by the County Board of Commissioners in Resolution Number 16206.
- C. After almost 10 years, there was a need to explore acquisition of new Call Processing Equipment or a new Call Handling System, which is the new terminology.
- D. The County issued a Request for Proposal and through the County procurement process and selected a vendor for the new Call Handling System. The Evaluation Committee for the Call Handling System was comprised of persons from the following governmental entities: Bloomfield Township, Oakland County 911 Coordinator, Oakland County Sheriff's Office, City of Southfield, and White Lake Township.
- E. The County will continue to use the existing ESInet provided through its current provider, Peninsula Fiber Network, as there is no reason to install a new ESInet at this time.
- F. The County will be responsible for implementing, as applicable, maintaining and paying for the NG 9-1-1 System and the Host System and Software through operating and/or technical charges. The Public Body will be responsible for implementing, maintaining, and paying for the Remote System and Software.
- G. The NG 9-1-1 System and Call Handling System will continue to provide advances in processing voice, text and related data elements associated with 9-1-1 calls and will improve 9-1-1 Services for the residents of and visitors to Oakland County. For optimum security, functionality, and operation of the County 9-1-1 System, all Public Safety Answering Points participating in the County 9-1-1 Service Plan need to use the same NG 91-1 System and a common Call Handling System.

The Parties agree to the following:

1. **DEFINITIONS.** The following words and expressions used throughout this Agreement, whether used in the singular or plural, shall be defined, read, and interpreted as follows.

- 1.1. **9-1-1 Service** means a public communication service that provides service users with the ability to reach a public safety answering point by dialing, initializing, or otherwise activating the 9-1-1 System through the numerals “9-1-1” by the means of a telephone device, cellular telephone device, wireless communication device, interconnected voice over the internet device, or other means.
- 1.2. **Agreement** means the terms and conditions of this Agreement and any other mutually agreed to written and executed modification, amendment, or addendum.
- 1.3. **Call Handling System (“CHS”)** means both the Host System and Software and the Remote System and Software and any combination thereof.
- 1.4. **Claims** means any alleged losses, claims, complaints, demands for relief or damages, lawsuits, causes of action, proceedings, judgments, deficiencies, liabilities, penalties, litigation, costs, and expenses, including, but not limited to, reimbursement for reasonable attorney fees, witness fees, court costs, investigation expenses, litigation expenses, amounts paid in settlement, and/or other amounts or liabilities of any kind which are incurred by or asserted against a Party, or for which a Party may become legally and/or contractually obligated to pay or defend against, whether direct, indirect or consequential, whether based upon any alleged violation of the federal or the state constitution, any federal or state statute, rule, regulation, or any alleged violation of federal or state common law, whether any such claims are brought in law or equity, tort, contract, or otherwise, and/or whether commenced or threatened.
- 1.5. **County 9-1-1 Service Plan/9-1-1 Plan** means the plan authorized and adopted by the Oakland County Board of Commissioners pursuant to the Emergency 9-1-1 Service Enabling Act, Public Act 32 of 1986, MCL 484.1101, et seq., as amended, addressing the technical, operational, financial, managerial, and call handling aspects of the County’s 9-1-1 System.
- 1.6. **County 9-1-1 System/9-1-1 System** means the NG 9-1-1 System and the CHS and as further defined and described in the 9-1-1 Plan and the Emergency 9-1-1 Service Enabling Act, Public Act 32 of 1986, MCL 484.1101, et seq., as amended.
- 1.7. **County** means Oakland County, a municipal and constitutional corporation, including, but not limited to, its departments, divisions, the County Board of Commissioners, elected and appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, volunteers, and/or any such persons’ successors.
- 1.8. **County Employee** means without limitation, any employees, officers, managers, trustees, volunteers, attorneys, and representatives of the County, and also includes any County licensees, concessionaires, contractors, subcontractors, independent contractors, contractor’s suppliers, subsidiaries, joint ventures or partners, and/or any such persons, successors or predecessors, employees (whether such persons act or acted in their personal, representative or official capacities). "County Employee" shall also include any person who was a County Employee at any time during the term of this Agreement but, for any reason, is no longer employed, appointed, or elected in that capacity.
- 1.9. **Day** means any calendar day beginning at 12:00 a.m. and ending at 11:59 p.m.
- 1.10. **Emergency Services IP Network (“ESInet”)** means a managed, standards-based IP network that is used for emergency response service communications and 9-1-1 Services,

which can be shared/used by public safety agencies. The ESInet provides the IP transport infrastructure upon which independent application platforms and core functional processes can be deployed, including, but not limited to, those necessary for providing NG9-1-1 services.

- 1.11. **Host Equipment and Software (“Host System”)** means the central processing systems that each PSAP connects to for operation of the 9-1-1 System, including the following: (1) the hardware and equipment that is needed to operate, manage, host, and interconnect the Remote System and the 9-1-1 System, including the provision of data centers (either physical or cloud-based), but excluding the Remote System and (2) the software used to accept, deliver, operate, and manage 9-1-1 voice information, location information, and related data from the service providers to Remote System and to the 9-1-1 System.
- 1.12. **Next Generation 9-1-1 System (“NG 9-1-1 System”)** means collectively the ESInet and the Core Services as defined herein.
- 1.13. **Next Generation Core Services (“Core Services”)** means the software services/applications, databases, and functional elements required to process a 9-1-1 call on the ESInet (but not including the ESInet) pursuant to the NENA (National Emergency Number Association) i3 standards.
- 1.14. **Points of Contact** mean the individuals designated by Public Body and the County to act as primary and secondary contacts for communication and other purposes as described herein.
- 1.15. **Public Body** means the «**Public Body**», including, but not limited to, its Council, Board, and all of its departments, divisions, elected and appointed officials, board members, commissioners, authorities, committees, employees, agents, subcontractors, attorneys, volunteers, and/or any such persons’ successors.
- 1.16. **Public Body Employee** means without limitation, any employees, officers, managers, trustees, volunteers, attorneys, and representatives of the Public Body, and also includes any licensees, concessionaires, contractors, subcontractors, independent contractors, contractor’s suppliers, subsidiaries, joint ventures or partners, and/or any such persons, successors or predecessors, employees, (whether such persons act or acted in their personal, representative or official capacities). “Public Body Employee” shall also include any person who was a Public Body Employee at any time during the term of this Agreement but, for any reason, is no longer employed, appointed, or elected in that capacity.
- 1.17. **Public Safety Answering Point (“PSAP”)** means a primary or secondary public safety answering point as defined in the Emergency 9-1-1 Service Enabling Act, MCL 484.1102(z) and (gg).
- 1.18. **Remote Equipment and Software (“Remote System”)** means the hardware, and equipment within the Public Body’s PSAP, as further defined by the demarcation point in Exhibit A, and software, which accepts, delivers, and manages 9-1-1 voice information, location information, and related data from the service providers to the call taker/dispatcher and the 9-1-1 System.

2. EFFECTIVE DATE & DURATION OF AGREEMENT & AMENDMENTS.

- 2.1. **Effective Date of Agreement/Amendments.** This Agreement and any amendments to this Agreement shall be effective when executed by both Parties with resolutions passed by the governing bodies of each Party. All amendments to this Agreement shall be in writing.

The approval of this Agreement and any amendments shall be entered in the official minutes of the governing bodies of each Party. An executed copy of this Agreement and any amendments shall be filed by the County Clerk with the Secretary of State.

- 2.2. **Agreement Duration.** This Agreement shall remain in effect for five (5) years from the date the Agreement is completely executed by all Parties (“initial term”) or until cancelled or terminated pursuant to this Agreement. Upon expiration of the initial term, this Agreement shall automatically renew for one (1) year terms, unless it is terminated or cancelled pursuant to this Agreement.

3. **COUNTY RESPONSIBILITIES.**

- 3.1. **Provision and Maintenance of NG 9-1-1 System.** The County, through a third-party, shall construct, implement, operate, maintain, and repair the NG 9-1-1 System, including the demarcation equipment, to operate the 9-1-1 System, pursuant to the 9-1-1 Plan. All costs to construct, implement, operate, maintain, and repair the NG 9-1-1 System, including the demarcation equipment, will be paid by the County through technical and/or operational charges.
- 3.2. **Delivery of ESInet.** The County, through a third-party, shall deliver and install the ESInet to the physical edge of the building where the Public Body’s PSAP is located. The ESInet will terminate at a mutually agreed upon, secure and safe interior location. The physical demarcation point, demarcation equipment, and handoff parameters for the ESInet are depicted and defined in Exhibit A.
- 3.3. **Bandwidth for ESInet.** The County will determine the bandwidth of the ESInet to be delivered to the Public Body’s PSAP. This determination will be based on the PSAP’s historical call volume and software requirements. The determination shall be reviewed annually by the County to ensure that 9-1-1 Service bandwidth requirements are sufficient. Any changes to the bandwidth of the ESInet shall be brought to the attention of the County.
- 3.4. **Provision and Maintenance of Host System.** The County, through a third-party, shall provide, pay for, maintain, and repair the Host System. All costs for the provision, maintenance, and repair of the Host System shall be paid by the County through technical and/or operational charges.
- 3.5. **Critical Spare Parts.** The County shall keep an inventory of critical spare parts for Remote System, the County, in its discretion, deems appropriate. The County shall be responsible for paying the initial inventory of critical spare parts. The Public Body may have access to this inventory and use parts from the inventory in situations when its Remote System becomes non-operational. If the Public Body takes a spare part from the inventory, then the Public Body shall be responsible for any costs related to restocking the same part, unless these costs are covered by warrant and/or maintenance agreement.
- 3.6. **Back-Up PSAP.** The County will operate and maintain a back-up PSAP at a location chosen by the County. The County will be responsible for all costs associated with the facility and equipment for the back-up PSAP. On a first come, first served basis, the Public Body may use this back-up PSAP for training or in cases of emergencies. To make arrangements to use the back-up PSAP, the Public Body’s Point of Contact shall contact the On Duty Command Sergeant-Sheriff’s Operations Center at 248.858.4954.

4. **PUBLIC BODY RESPONSIBILITIES.**

- 4.1. **Provision of Remote System.** The Public Body shall be responsible to purchase and pay for the Remote System for the operation of its PSAP. The Remote System shall be purchased from the provider selected by the County. All Remote System connected and running over the ESInet shall be from the same provider, in order to provide optimal functionality, security, and operation of the 9-1-1 System.
- 4.2. **Building Access.** The Public Body shall provide building access to the County and/or its contractors to allow for the construction, installation, operation, maintenance, and repair of the ESInet. The physical demarcation point for the ESInet will be in or near the Public Body's building where the PSAP is located. The physical demarcation point, demarcation equipment, and handoff parameters of the ESInet are depicted and defined in Exhibit A.
- 4.3. **Maintenance and Repair of Remote System.** The Public Body shall be responsible for the maintenance, repair, and updating of the Remote System and the costs associated therein.
- 4.4. **Additional Responsibilities.** The Public Body shall be responsible for back-up power, grounding, data storage, physical security and voice/data recorders for the Remote System.
- 4.5. **Administrative Telephone Lines.** Upon prior written approval of the County's 9-1-1 Coordinator, which shall not be unreasonably withheld, the Public Body may integrate its administrative telephone lines used in the delivery of 9-1-1 Service with the CPE System and ESInet. The Public Body shall be responsible for all costs associated with integrating such administrative telephone lines with the CHS and ESInet, including, but not limited to, costs for additional bandwidth for the ESInet to accommodate the lines.
- 4.6. **Notification of Additional Purchases.** Thirty (30) days prior to the purchase of Remote System or components thereof, the Public Body shall give written notice to the County's Points of Contact of such purchases. This notification will enable the County to ensure it has sufficient software licenses and supporting infrastructure to operate the Remote System over the ESInet and to provide support for the host/remote configuration.
- 4.7. **Updates to 9-1-1 Related Information.** Pursuant to State law and the County 9-1-1 Plan, the Public Body shall be responsible for timely maintenance and updates to the master street address guide (MSAG), automatic location identifier (ALI), related geo-files, and required GIS datasets.
- 4.8. **Fees for NG 9-1-1 System.** The Public Body shall use its best efforts to waive any local/municipal permit fees or other fees associated with the construction, implementation, operation, and maintenance of the NG 9-1-1 System.
- 4.9. **Owner of Data.** Public Body is the owner of all data provided by Public Body.
- 4.10. **No Interference or Disruption.** Neither the Public Body nor Public Body Employees shall interfere with or disrupt the operation or maintenance of the NG 9-1-1 System, the CHS, the provision of 9-1-1 Services, and the County 9-1-1 System.

5. **Operational Workflow Management Procedure/Points of Contact.**

- 5.1. **Operational Workflow Management Procedure.** The Public Body agrees to comply with the Operational Workflow Management Procedure ("Procedure") created by the County. This Procedure sets forth the process of how the County, its contractors, and the Public Body will approach and conduct security management, incident management,

problem management, and change management related to the NG 9-1-1 System and the CHS. Upon execution of this Agreement, the County will provide the Public Body's Points of Contact with a copy of this Procedure. The Procedure may be changed from time to time, at the discretion of the County, with or without input from the Public Body. If the Procedure is changed, the County shall provide the Public Body's Points of Contact with the new version of the Procedure.

- 5.2. **Points of Contact.** The County's Primary Point of Contact shall be the County's 9-1-1 Coordinator and the County's Secondary Point of Contact shall be the Oakland County Information Technology Service Desk. The Public Body's Primary Point of Contact shall be the PSAP Coordinator and the Public Body's Secondary Point of Contact shall be PSAP on duty supervisor.

6. **PAYMENTS.**

- 6.1. **Additional Costs.** If County is legally obligated for any reason, e.g. subpoena, Court Order, or Freedom of Information Act request, to search for, identify, produce or testify regarding Public Body's data or information that is electronically stored by County relating to the 9-1-1 Services or NG 9-1-1 System provided under this Agreement, then Public Body shall reimburse County for all reasonable costs the County incurs in searching for, identifying, producing, or testifying regarding such data or information. County may waive this requirement at its sole discretion.
- 6.2. **Failure to Pay.** If Public Body, for any reason, fails to pay County any monies when and as due under this Agreement, Public Body agrees that unless expressly prohibited by law, County or the Oakland County Treasurer, at their sole option, shall be entitled to set off from any Public Body funds that are in County's possession for any reason, including but not limited to, the Oakland County Delinquent Tax Revolving Fund ("DTRF"), if applicable. Any setoff or retention of funds by County shall be deemed a voluntary assignment of the amount by Public Body to County. Public Body waives any Claims against County or its Officials for any acts related specifically to County's offsetting or retaining of such amounts. This paragraph shall not limit Public Body's legal right to dispute whether the underlying amount retained by County was actually due and owing under this Agreement.
- 6.3. **Interest Charge.** If County chooses not to exercise its right to setoff or if any setoff is insufficient to fully pay County any amounts due and owing County under this Agreement, County shall have the right to charge up to the then-maximum legal interest on any unpaid amount. Interest charges shall be in addition to any other amounts due to County under this Agreement. Interest charges shall be calculated using the daily unpaid balance method and accumulate until all outstanding amounts and accumulated interest are fully paid.

- 6.4. **Other Rights.** Nothing in this Section shall operate to limit County's right to pursue or exercise any other legal rights or remedies under this Agreement or at law against Public Body to secure payment of amounts due County. The remedies in this Section shall be available to County on an ongoing and successive basis if Public Body at any time becomes delinquent in its payment. Notwithstanding any other term and condition in this Agreement, if County pursues any legal action in any court to secure its payment under this Agreement, Public Body agrees to pay all costs and expenses, including attorney fees and court costs, incurred by County in the collection of any amount owed by Public Body.

7. **ASSURANCES.**

- 7.1. **Responsibility for Claims.** Each Party shall be responsible for any Claims made against that Party by a third party, and for the acts of its employees arising under or related to this Agreement.
- 7.2. **Responsibility for Attorney Fees and Costs.** Except as provided for in Section 6.4, each Party shall seek its own legal representation and bear the costs associated with such representation, including judgments and attorney fees, for any Claim that may arise from the performance of this Agreement.
- 7.3. **No Indemnification.** Except as otherwise provided for in this Agreement, neither Party shall have any right under this Agreement or under any other legal principle to be indemnified or reimbursed by the other Party or any of its agents in connection with any Claim.
- 7.4. **Costs, Fines, and Fees for Misuse.** Public Body shall be solely responsible for all costs, fines and fees associated with any misuse by its Public Body Employees of the I.T. Services provided herein.
- 7.5. **Reservation of Rights.** This Agreement does not, and is not intended to, impair, divest, delegate or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties. Nothing in this Agreement shall be construed as a waiver of governmental immunity for either Party.
- 7.6. **Authorization and Completion of Agreement.** The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement. The persons signing this Agreement on behalf of each Party have legal authority to sign this Agreement and bind the Parties to the terms and conditions contained herein.
- 7.7. **Compliance with Laws.** Each Party shall comply with all federal, state, and local ordinances, regulations, administrative rules, and requirements applicable to its activities performed under this Agreement. Both Parties will be responsible for their respective obligations to comply with rules and regulations promulgated by the FCC or other governmental body related to 9-1-1 Services and the operation of the County 9-1-1 System.
- 7.8. **Limitation of Liability.** In no event shall either Party be liable to the other Party or any other person, for any consequential, incidental, direct, indirect, special, and punitive or other damages arising out of this Agreement.
- 7.9. **9-1-1 Services "As Is".** THE 9-1-1 SERVICES ARE PROVIDED ON AN "AS IS" AND "AS AVAILABLE" BASIS. COUNTY EXPRESSLY DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT.

- 7.10. **No Warranty for 9-1-1 Services.** County makes no warranty that the 9-1-1 Services will be uninterrupted, secure, error-free, or available at all times.
- 7.11. **Downloaded Material or Data.** Any material or data downloaded or otherwise obtained through the use of the NG 9-1-1 System is accessed at Public Body's discretion and risk. Public Body will be solely responsible for any damage to its computer system or loss of data that results from downloading of any material.
8. **DISPUTE RESOLUTION.** All disputes concerning the execution, interpretation, performance, or nonperformance of this Agreement involving or affecting the Parties may first be submitted to County Director of Information Technology and Public Body's Agreement Administrator for possible resolution. County Director of Information Technology and Public Body's Agreement Administrator may promptly meet and confer in an effort to resolve such dispute. If they cannot resolve the dispute in five (5) business days, the dispute may be submitted to the signatories of this Contract or their successors in office. The signatories of this Contract may meet promptly and confer in an effort to resolve such dispute.
9. **TERMINATION OR CANCELLATION OF AGREEMENT.**
- 9.1. **Termination of Agreement and Exhibits.** Upon sixty (60) days written notice to the other Party, either Party may terminate or cancel this entire Agreement, in whole or in part, for any reason including convenience. The Chairperson of the Board of Commissioners is authorized to terminate or cancel this Agreement for the County.
- 9.2. **Effective Date of Termination or Cancellation.** The effective date of termination and/or cancellation shall be clearly stated in the written notice of termination or cancellation.
10. **SUSPENSION OF SERVICES.**
- 10.1. Upon notice to the Public Body of the County's determination that the Public Body has failed to comply with federal, state, or local law or the requirements contained in this Agreement, the County may immediately suspend this Agreement, provided the notice contains a detailed description of the basis for the determination.
- 10.2. Upon submission of a written plan or statement by the Public Body to the County addressing each basis listed in the County's notice and the County agrees to such written plan or statement (such agreement shall not be unreasonably withheld), then the Public Body shall be entitled to an immediate reinstatement of the Agreement.
- 10.3. The right to suspend this Agreement is in addition to the right to terminate or cancel this Agreement contained in Section 9.
- 10.4. The County shall not incur penalty, expense, or liability if services are suspended under this Section, unless the Agreement is not immediately reinstated as provided in this Section or the County wrongfully suspended the Agreement under this Section.
11. **DELEGATION OR ASSIGNMENT.** Neither Party shall delegate or assign any obligations or rights under this Agreement without the prior written consent of the other Party.
12. **NO EMPLOYEE-EMPLOYER RELATIONSHIP.** Nothing in this Agreement shall be construed as creating an employer-employee relationship between County and Public Body.
13. **NO THIRD PARTY BENEFICIARIES.** Except as provided for the benefit of the Parties, this Agreement does not and is not intended to create any obligation, duty, promise, contractual right

or benefit, right to indemnification, right to subrogation, and/or any other right in favor of any other person or entity.

14. **NO IMPLIED WAIVER.** Absent a written waiver, no act, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.
15. **SEVERABILITY.** If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed from this Agreement. All other terms, conditions, and provisions of this Agreement shall remain in full force.
16. **PRECEDENCE OF DOCUMENTS.** In the event of a conflict between the terms of and conditions of any of the documents that comprise this Agreement, the terms in the Agreement shall prevail and take precedence over any allegedly conflicting terms in the Exhibits or other documents that comprise this Agreement.
17. **CAPTIONS.** The section and subsection numbers, captions, and any index to such sections and subsections contained in this Agreement are intended for the convenience of the reader and are not intended to have any substantive meaning. The numbers, captions, and indexes shall not be interpreted or be considered as part of this Agreement. Any use of the singular or plural, any reference to gender, and any use of the nominative, objective or possessive case in this Agreement shall be deemed the appropriate plurality, gender or possession as the context requires.
18. **FORCE MAJEURE.** Notwithstanding any other term or provision of this Agreement, neither Party shall be liable to the other for any failure of performance hereunder if such failure is due to any cause beyond the reasonable control of that Party and that Party cannot reasonably accommodate or mitigate the effects of any such cause. Such cause shall include, without limitation, acts of God, fire, explosion, vandalism, national emergencies, insurrections, riots, wars, strikes, lockouts, work stoppages, other labor difficulties, or any law, order, regulation, direction, action, or request of the United States government or of any other government. Reasonable notice shall be given to the affected Party of any such event.
19. **NOTICES.** Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first class U.S. mail postage prepaid, and addressed to the person listed below. Notice will be deemed given on the date when one of the following first occur: (i) the date of actual receipt; (ii) the next business day when notice is sent express delivery service or personal delivery; or (iii) three days after mailing first class or certified U.S. mail.
 - 19.1. If Notice is sent to County, it shall be addressed and sent to the following: (1) Director, Oakland County Department of Information Technology, 1200 North Telegraph Road, Pontiac, Michigan, 48341; (2) the Chairperson of the Oakland County Board of Commissioners, 1200 North Telegraph Road, Pontiac, Michigan 48341; and (3) the County 9-1-1 Coordinator, 1200 North Telegraph Road, Pontiac, Michigan 48341.
 - 19.2. If Notice is sent to Public Body, it shall be addressed to: «**Contract_Contact**», «**Public_Body**», «**Street_Address**» «**City**», «**State**» «**Zip_Code**».

19.3. Either Party may change the individual to whom Notice is sent and/or the mailing address by notifying the other Party in writing of the change.

20. **GOVERNING LAW/CONSENT TO JURISDICTION AND VENUE.** This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret, or decide any Claim arising under or related to this Agreement shall be brought in the 6th Judicial Circuit Court of the State of Michigan, the 50th District Court of the State of Michigan, or the United States District Court for the Eastern District of Michigan, Southern Division, as dictated by the applicable jurisdiction of the court. Except as otherwise required by law or court rule, venue is proper in the courts set forth above.

21. **ENTIRE AGREEMENT.**

21.1. **Entire Agreement.** Except as provided by law or the County's 9-1-1 Plan, this Agreement represents the entire agreement and understanding between the Parties regarding the NG 9-1-1 System and the CHS. This Agreement supersedes all other oral or written agreements between the Parties regarding the NG 9-1-1 System and the CHS; specifically the "Public Safety Answering Point Agreement" entered into between the County and the Public Body, which was approved by Oakland County Board of Commissioners Resolution Number 16206, is terminated and superseded by this Agreement.

21.2. **Construction of Agreement.** The language of this Agreement shall be construed as a whole according to its fair meaning, and not construed strictly for or against any Party.

IN WITNESS WHEREOF, «**Signer_**», «Signer_Title» acknowledges he/she is authorized to execute this Agreement on behalf of Public Body and accepts and binds Public Body to its terms and conditions.

EXECUTED: _____ DATE: _____
Erik Tungate, City Manager

WITNESSED: _____ DATE: _____
Edward Norris, City Clerk

PUBLIC BODY AGREEMENT ADMINISTRATOR

_____ DATE: _____

IN WITNESS WHEREOF, David T. Woodward, Chair, Oakland County Board of Commissioners, acknowledges he is authorized to execute this Agreement on behalf of Oakland County and accepts and binds Oakland County to its terms and conditions.

EXECUTED: _____ DATE: _____
David T. Woodward, Chair
Oakland County Board of Commissioners

WITNESSED: _____ DATE: _____
Oakland County Board of Commissioners



CITY OF OAK PARK, MI STAFF REPORT

10.C.1

AGENDA FOR: September 8, 2026

SUBJECT: Request to approve an agreement with CivicPlus to implement their mass notification and emergency communications platform.

DEPARTMENT: Communications and Public Information

FROM: Brittany Toth, Director of Communications

SUMMARY:

Who:

The City of Oak Park is seeking approval of an agreement with CivicPlus for a new mass notification and emergency communications platform. CivicPlus was selected as the best balance of functionality, accessibility, and cost among the options evaluated.

What:

The proposed platform will replace the City's current emergency mass text notification provider with a significantly more robust solution that includes unlimited emergency notifications, geo-targeting, real-time reporting, multilingual messaging, mobile applications, weather alert integration, social media connectivity, and enhanced resident engagement tools.

When:

Funding for this upgrade was discussed and approved during the most recent budget cycle. Staff is requesting approval now to allow implementation, training, and onboarding ahead of the upcoming winter weather season. CivicPlus estimates implementation can be completed in approximately 4 to 6 weeks.

Where:

The system will be used citywide to provide emergency and public safety communications, including snow emergencies, cooling center activations, flooding, power outages, severe weather events, and other critical notifications. Geographic targeting capabilities will allow notifications to be sent only to affected areas.

Why:

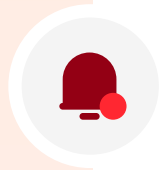
Council, City leadership, and residents expressed a desire for a more comprehensive and modern notification system with better reporting, analytics, and capabilities. This platform represents a significant upgrade to the City's emergency communications program and will improve the City's ability to keep residents informed during emergencies.

FINANCIAL STATEMENT: The approved FY budget included funding for the replacement of the City's existing mass notification system. Through negotiations and contract structuring, staff secured pricing below the projected budgeted amount while maintaining unlimited emergency notification capabilities. The agreement includes first-year costs of \$6,380, which includes implementation, onboarding, and annual service fees, with ongoing annual costs of \$9,750 beginning in Year Two.

RECOMMENDED ACTION: Approve the agreement with CivicPlus and authorize implementation to begin immediately so training, onboarding, and resident outreach can be completed before the winter season.

EXHIBITS:

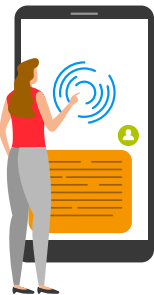
1. Oak Park MI Proposal Mass Notifications Emergency Unlimited 8-18-26 (2)
2. Oak Park MI Contract Mass Notifications 8-14-26 (2)



Emergency Unlimited Package

Features & Functionality

In today's complex world, keeping your community informed and safe requires a reliable, multi-channel communication system. As a leader within your local government, you understand the critical need to reach everyone instantly, whether it is during an emergency or for routine updates. CivicPlus offers the most user-friendly and comprehensive mass notification solution available, designed specifically for the needs of local governments.



Communication with your residents is essential to every aspect of local government, so our Mass Notification system ensures your capacity to communicate with your residents quickly across a variety of channels. Our system allows you to send SMS text, voice calls (utilizing recorded messages or Text-to-Speech (TTS) functionality), social media alerts, and RSS feeds at high rates of speed.

An easy-to-use, intuitive web interface lets you launch critical alerts to all communication channels and devices you leverage during emergencies. Simply select the applicable contact paths, compose a message or upload a pre-designed alert, and click send. Critical messages will then be transmitted simultaneously to all those selected.

Our Mass Notification system is unsurpassed by any other vendor in the industry in sending capabilities. The system sends messages across networks at the following per minute rates:

- Text-to-Speech messages and voice alerts – 12,000 per minute
- SMS text messages – 60,000 per minute
- Email messages – 50,000 per minute

No two people have the exact same preferences for receiving messages. We provide you with multiple contact paths, enabling you to effectively and efficiently reach all intended recipients.

With its speed and growing number of ways to send and receive communications, the possibilities to reach residents with our system are virtually limitless.

CivicPlus offers a variety of packaging to best fit your organization's needs. This Emergency Unlimited Package package includes the ability to send unlimited **emergency-only** SMS, voice messaging, geo-targeted emails and push notifications to the mobile app, along with the ability to instantly push communications to a CivicPlus website, Facebook, X (formerly Twitter), and Nextdoor.

Public Alerting Channels

- Email
- SMS Text
- Voice Call (ETN)
- X (formerly Twitter)
- Facebook
- Nextdoor
- Mobile App

In addition, APIs can be utilized via webhooks to activate a variety of devices when an alert is sent. Sirens and public signage devices can also be activated by consuming CAP messages from both Atom and RSS feeds.



MULTILINGUAL VOICE & TEXT TRANSLATION

With our Mass Notification system's multilingual functionality, your voice alerts and text posts can be automatically translated for residents that speak a variety of languages. Subscribers can easily select to receive text messages, voice messages, and/or emails in their preferred language. You compose and send messages the same way and messages are translated automatically.

To ensure all of your residents are connected and informed with our software, multilingual messages are translated into over 70 different languages for email and text and over 25 different languages for voice. The most often requested are:

- Spanish
- French
- Russian
- Portuguese
- Thai
- Hindi
- Chinese
- German
- Italian
- Polish
- Arabic

Unlimited SMS and voice calls for emergencies only are included in your Emergency Unlimited package.

SOCIAL MEDIA INTEGRATION

The system's integration with social media applications such as Facebook, X (formerly Twitter), and Nextdoor will allow you to post unlimited social media messages to all of your accounts. Accounts can be integrated to automatically post all notifications and group notifications can post to different accounts.

GEO-TARGETED NOTIFICATIONS

Our Mass Notification system provides intelligent communication with the ability to easily digest local geographic details with robust, yet easy-to-use GIS-integrated tools. Geo-targeted messaging enables you to:

- Draw a multi-point polygon shape
- Import shapefiles or hosted feature URL
- Save drawn regions as templates for future use
- Remove specific areas from a notification
- Draw complex geospatial shapes of varying sizes with buffered areas, as desired

Simply draw a multi-point or freehand polygon on the map or click on a central point and enter corresponding radial distance you wish to alert, and our system will notify your residents within that area using their stored addresses.

GROUP/USER MANAGEMENT

The Mass Notification system provides extensive administrator rights and detailed group settings with unlimited user groups. You can utilize granular permissions rendering the solution easily shared with multiple staff members and agencies. Users can then communicate with all members in the system or targeted notifications by group to reach only those affected.

Once contacts have been entered, administrators may search membership files by multiple criteria, including name, phone number, email, or street address. Using a contact list directory, administrators may message contacts through any of the unlimited groups which have been created.



SIGN-UP

Our Mass Notification's versatile system offers residents with opt-in and opt-out capabilities to meet the specific goals of your organization. When users sign up, they can opt-in to available unique groups such as road closure and recreations. Our powerful platform offers a simple, user-friendly interface with a robust selection of group and network options.

Residents can also sign-up for notifications to one or multiple groups with our text-to-join feature. To join a group, they can simply text a "keyword" to the specified number. Your staff can set up unlimited keywords, allowing you to create keywords for multi-use categories or one-time events, such as a parade.

EMERGENCY TELEPHONE NOTIFICATION (ETN)

With CivicPlus' ETN, you will be able to send an emergency voice call with white and yellow page landline data. This data is seamlessly updated daily. These contacts are available for you to send alerts about life-threatening emergencies.

REAL-TIME REPORTING

The Mass Notification solution offers administrators analytics for each message sent. Reporting within the system allows administrators to view and capture engagement statistics, including the status of delivered messages and the percentage of confirmed contacts.

You'll have comprehensive analytics to provide real-time reporting and create paper trails to easily understand the success of your notifications and share with others in your organization.

Following the onset of a crisis and broadcasting critical alerts, easily and quickly confirm, in real time, the status of critical alerts sent via text, voice, email, and mobile app to ensure alerts have been delivered to all intended recipients. Real-time analytics enable you to take alternative steps to reach recipients who experienced a delivery failure.



POLLING

Utilize polls to assess personal safety and your organization's status. All results are visible in an easy-to-read report on all platforms. Polling can be used through the mobile app or email. Polling can also be utilized via SMS and voice.



MOBILE APP FOR RESIDENTS

The myAlerts mobile app empowers your residents to sign up, manage their notification settings, and receive notifications all from the palm of their hand. Residents can even receive geo-located notifications pertaining to their current location. It improves the resident experience in receiving communications from you while also improving the effectiveness of your emergency communication capabilities. myAlerts allows residents to quickly and easily:

- Sign-up to receive notifications
- Set their notification preferences
- See all the latest sent posts
- Enable alerts from other locations based on their priority and type

MOBILE APP FOR ADMINISTRATORS

The mobile app allows administrative users to send alerts, report incidents from the scene, collaborate, and coordinate your team's response with the easy-to-use mobile app on iOS and Android.

INTERNAL SECURE CHAT

Follow up on polls or messages with Secure Chat to initiate direct two-way communication with your crisis management team.

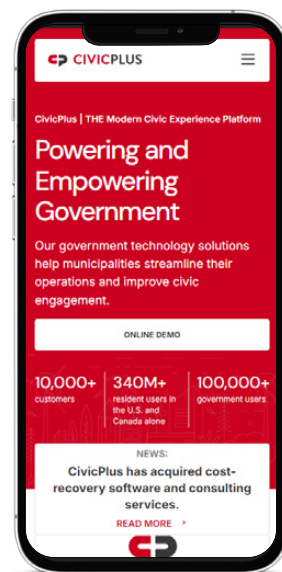
TASK LISTS

The Task Lists feature is essential during a critical event and is also useful after a critical event since stakeholders can monitor Task List completion and identify areas for improvement in a business continuity or disaster recovery plan.

Using the Task Lists make planning your emergency response easier, speed up your crisis response time, and optimize your response plans based on data collected during a critical event.

NOAA WEATHER INTEGRATION

This integration with NOAA weather allows geo-targeted alerts for urgent weather-related news, instructions and mandates that NOAA distributes to our network via SMS and emergency voice. It also connects with CivicPlus Municipal Websites, the myAlerts mobile app, and social media for county-wide notifications. Includes auto translation, branded emails, and Caller ID.



IPAWS

During an emergency, alert and warning officials need to provide the public with life-saving information quickly, regardless of whether they have subscribed for alerts. The Integrated Public Alert and Warning System (IPAWS) is a modernization and integration of the nation's alert and warning infrastructure and will save time when time matters most, protecting life and property. Local government can use IPAWS and integrate local systems that use Common Alerting Protocol (CAP) standards with the IPAWS infrastructure. Our Mass Notification system's IPAWS integration provides an effective way to alert the public not only through wireless networks, but also through landlines, cable and satellite TV, AM/FM radio, digital signage, PA systems, websites, social media, and, if power goes out, NOAA weather radio. IPAWS can be used to handle any kind of threat to the public, including overturned vehicles containing hazardous chemicals, severe weather alerts, missing children, or even terrorists on the loose. The more local, state, and tribal authorities adopt IPAWS, the more communities will be safe and strengthened by good communication.

Prospect will be responsible for obtaining and maintaining Alerting Authority, as defined at <https://www.fema.gov/emergency-managers/practitioners/integrated-public-alert-warning-system/public-safety-officials/alerting-authorities>, with the Federal Emergency Management Agency in order to utilize the IPAWS software provided by CivicPlus.



Hosting & Security

Redundant power sources and internet access ensure consistent and stable connections. We invest over \$1.0M annually to ensure we adapt to the ever-changing security landscape while providing maximum availability. CivicPlus' extensive, industry-leading process and procedures for protecting and hosting your site is unparalleled.

Maintaining the highest level of security for our customers' systems and protecting the privacy of their data is the cornerstone of our Mass Notification system's philosophy. CivicPlus ensures the safety of its Mass Notification application and the privacy of the data housed therein. Just as you protect your residents, we protect your investment. Our 30 geographically distributed servers make storage limitations a non-issue. CivicPlus ensures the safety of its equipment and guarantees compliance with all network and website vulnerability tests.

Your administrative team can be confident that our Mass Notification system will accommodate your department needs with privacy and security. Customizable administrative access settings and reliable hosting means in times of emergency, system security will be your last concern.

Security & Availability Features	• 99.9% guaranteed uptime • Protected department information and internal communications • Cloud-based and geographically distributed • Simultaneous use by multiple departments and agencies • Role-based authorization • Attribute-based authorization (content, task lists) • In-transit and at-rest encryption • Complete workload security (IDPS, firewall, monitoring/alerting) • Security vulnerability testing, monitoring and remediation (OWASP) • Additional security and server hardening measures
High Security Standards	• SSL security • OS-level firewall • Authorization bypass security • Cross-site request forgery (CSRF) security and cross-site scripting (XSS) security • SQL injection security • Multiple data centers and redundancies • Additional security and server hardening measures

Implementation

Project Timeline

Current average implementation can be completed within 4-6 weeks. This timeline can adjust based on data migration needs and overall availability of the customer. If IPAWS authorization assistance is needed with FEMA, the timeline for that portion of the project could extend to 24-weeks due to turnaround time.

Development timelines can vary due to scope, customer availability, milestones set, and other factors. However, your exact implementation timeline can be customized dependent on your launch goals and expectations. We will work with you until your system is up and running and your staff has reached a level of comfort to confidently maintain your new system.

PHASE 1: INITIATE	• Project Initiation & Review • Project Kickoff Meeting
PHASE 2: OPTIMIZE	• Complete Assessment Form • Request System Creation • Obtain IPAWS Public Alerting Authority • Schedule Virtual Training
PHASE 3: EDUCATE	• Network Admin Training • System Test & Build • IPAWS Training • Teach Back Training for Mass Notification system
PHASE 4: LAUNCH	• Website Display • Launch Preparation • Launch Day
PHASE 5: GO LIVE & BEYOND	• Customer Transitioned to Dedicated Customer Success Manager

Implementation Approach

KICKOFF MEETING

Identify lead personnel to work with CivicPlus on implementation project including:

- Project main contact
- Database administrator to provide user data
- Emergency management communications and engagement staff

We will assist you in developing and mapping out the initial groups you would like to create including which will be designated for emergency messages or routine messaging. Your dedicated project team will discuss possible embeds to be placed on your website for registration and we will schedule training for your network and group administrators based on the final scope of work developed.



IPAWS AUTHORIZATION

If needed, your implementation consultant will work with you to become authorized by FEMA to issue public alerts on the IPAWS system. The following actions will need to be taken:

- A Memorandum of Agreement (MOA) governing system security must be executed directly with FEMA.
- Complete an application which defines the types of alerts intended to be sent through IPAWS, which must be reviewed and signed by a designated state official before being sent to FEMA.
- Attend a mandatory web-based training course and obtain a certificate of completion.

Your implementation consultant will provide you more specific instructions and answer any questions you may have about the process.

TRAINING

During this step in the process, you will create your user groups with assistance and guidance from CivicPlus for your default settings. This step of the process will also involve optimizing and uploading user data to efficiently and effectively communicate at Go Live.

This step in the implementation involves identifying and creating your internal User Groups, as well as training on the system. We will assist you in identifying and setting up:

- Super Administrators who will have full control over all settings within the system and will be able to post to any group within the network



- General Admins can send messages to and manage their respective groups and contacts without being able to access network level settings
- Send-Only Administrators who will only be able to send messages to designated groups and contacts

Super Administrators will be trained first to ensure complete familiarity with the system and a comfortable confidence level for implementation once the system is launched. We can offer trainings for other administrators as needed for their roles, though this is not typically part of our standard process.

Finally, during this step, we will hold discussions with your key stakeholders to provide usage and guidelines policies and help prepare your organization's CivicPlus communication protocol.

GO LIVE & BEYOND

This is where the rubber meets the road – the launch of your new system! Should you desire, CivicPlus can schedule and coordinate an introductory notification to residents, departments, groups, etc. This will allow your end users to experience first-hand how the system works. It is a great way to validate your phone number database and gather feedback from your organization.

CivicPlus doesn't implement and run. We will continually support (available 24/7/365) and guide you through best practices to maximize the value of the system. Additional virtual training and support is always available. We stand behind our product and behind our customers.



Optional Enhancements

Incident Management and Guide

Alert employees when a crisis occurs and send instructions for how to proceed. View role-specific procedures for a variety of emergencies and disruptions to daily operations. Documents such as business continuity plans or safety procedures can be added and visible in a static view for your staff to view.

Platform Identity Provider (IdP) Integration

More often, local government IT teams are looking to implement single sign-on (SSO) functionality to simplify user access to all web and cloud-based applications without requiring individual authentication. The CivicPlus' Platform IdP Integration capabilities provide local governments with the following conveniences:

- Faster and easier access to vital third-party solutions that integrate with your CivicPlus unified applications, such as CivicPlus' Municipal Websites, Recreation Management, and Agenda and Meeting Management Select
- Reduced password and account maintenance
- The ability to log into your CivicPlus software accounts from any device with an Active Directory username and password
- Auto-account generation
- Group syncing
- Customization of the design of your active directory login page

We offer integration with Microsoft's Entra ID (formerly Azure AD), Microsoft's Active Directory Federation Services (AD FS) versions 3.0, 4.0, and 5.0, and Okta.

Resident Customer Contact Data Import

Your current resident contact information will be bulk imported into your new Mass Notification solution during implementation.



Marketing Tools

CivicPlus can provide you with the tools to market the launch of your new Mass Notification System. As a part of our Marketing Tools package, you'll receive:

- Social Media Graphic for use in X (Formerly Twitter), Facebook, and Instagram
- Flyer with a link or text-to-join code to urge users to sign up
- Slideshow graphic for your website
- News Flash Graphic with general text highlighting your new Mass Notification system
- Press Release with your logo to announce your system's launch



**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:
CivicPlus Pricing
Approval Date:
Expires On:

Statement of Work
Q-127969-1
8/14/2026 11:55 AM
8/31/2026

Client:
City of Oak Park, MI

Bill To:
OAK PARK CITY, MICHIGAN

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
David May	(785)-370-7821	may@civicplus.com		Net 30

One-time(s)

QTY	PRODUCT NAME	DESCRIPTION	12 Month Value
1.00	Mass Notification Standard Implementation	Mass Notification System Standard Implementation	USD 1,155.00
1.00	Mass Notification Implementation Marketing Tools	Access to client branded marketing tools, including Social Media Graphics, Marketing Flyer, Customized Graphic Button and News Flash Graphic.	USD 350.00

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION	12 Month Value
1.00	Unlimited Emergency	Emergency Notification platform with with multi-channel alerting, geo-targeting, polling, mobile apps. Unlimited SMS and voice minutes for emergencies. Includes NOAA integration, IPAWS, and white/yellow page data for emergencies.	USD 9,750.00

Initial Term	Beginning at signing and ending 24 months from the date of signature. Renewing annually on the date of signature.		
Initial Term Invoice Schedule	Year One Annual Total invoiced upon the signature date of this Agreement, subject to proration if the term begins at signing. Subsequent Annual Totals invoiced every 12 months starting at Renewal Term.		
	Annual Subscription	One Time Fees	Annual Total
Year One	USD 4,875.00	USD 1,505.00	USD 6,380.00
Year Two	USD 9,750.00		USD 9,750.00
Subtotal			USD 16,130.00
Annual Recurring Services Starting Year 3			USD 9,750.00
Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date		
Annual Uplift	3% to be applied in year 4		

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"). By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

Acceptance of Quote # Q-127969-1

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By (please sign):

By (please sign):

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)



CITY OF OAK PARK, MI STAFF REPORT

10.D.1

AGENDA FOR: September 8, 2026

SUBJECT: Resolution to authorize Budget Amendment #2027-1

DEPARTMENT: Finance/Assessing

FROM: Sandra Crawford, Director of Finance

SUMMARY: The City's annual budget was adopted on May 18th, 2026 and is effective July 1st. The budget is adopted at the departmental level. In accordance with the State Budget Act, budget amendments are to be completed throughout the fiscal year in order to reflect the most current information available related to revenue and expenditure budgets. Budget amendments that have a positive or negative impact on fund balance or change the department total require Council approval. The proposed amendments incorporate expenditures from fiscal year 2025/2026 that were not completed at year-end and were required to be "rolled over" as the actual expense will be incurred in fiscal year 2026/2027 along with any other adjustments as identified.

The proposed budget amendment for the General Fund is attached and summarized below:

GENERAL FUND

Unaudited Beginning Fund Balance July 1, 2026	\$ 5,422,717
Amended Budget as of August 31, 2026	
FY27 vehicle purchased in FY26	\$ 75,000
Additional transfer to District Court	\$ (115,000)
Net amendments through 8/31/26	\$ (40,000)
Net Change in Fund Balance (Amendment #2027-1)	\$ (140,000)
Estimated Ending Fund Balance June 30, 2027	\$ 5,242,717

Note: The amount of roll over budgets included above total \$140,000.

The General Fund amendment is primarily to reflect the rollover of capital expenditures budgeted from FY 2026 that were not expended for the City's Master Plan, zoning GIS software, public safety police vehicle approved by council on August 3, 2026 to replace a totaled vehicle, and unspent public safety training grant funds.

SPECIAL REVENUE FUNDS

- Major Street Fund is rolling over capital outlay budgeted for Nine Mile Road – Greenfield to Cloverlawn, Oakland Country Transit Grant, Prentice tree truck, foreman pick-up truck and Capital Ave Rehab.
- Local Streets Fund is rolling over capital outlay budgeted for the tree inventory contract, Prentice tree truck as well as miscellaneous concrete annual services.
- Parks and Recreation is rolling over funds to wrap up the parks master plan.
- Rubbish Fund is rolling over funds for the purchase of three vehicles/equipment: Prentice tree truck, crew cab truck, and trash packer for swamp loader.

AUTHORITIES

- Corridor Improvement Authority is rolling over funds for landscaping and façade improvements.

CAPITAL PROJECT FUNDS

- The HUB Construction Fund rollover is for the balance of the remaining invoices from the construction project.
- The Community Center Construction Fund is for rollover of the balance of the bond proceeds which will be spend when construction begins in FY 2027.
- Park and Recreation Improvement Fund is rolling over the remaining Tyler Park improvements.

ENTERPRISE FUND

- The Water and Sewer Fund amendment is to rollover expenditure budgets remaining from fiscal year 2025/2026 on several construction projects and vehicle replacements.

INTERNAL SERVICE FUNDS

- The Motor Pool Fund amendment reflects the August 3, 2026 council approved use of fund balance for a new police vehicle to replace one that was totaled in an accident. In addition, the amendment includes rollover for up fitting for vehicles purchased in Fiscal Year 2025/26.

Note: The State of Michigan does not require budgets for any funds except the General and Special Revenue Funds. The City has chosen to be fiscally responsible and adopt budgets for all funds to assist in monitoring the overall financial activity of the City.

FINANCIAL STATEMENT: The proposed budget amendment has an impact on the fund balance of General Fund while keeping the estimated fund balance at approximately 19% of annual expenditures. The amendments to all other funds keep the fund balance at targeted ranges and are prepared in compliance with State of Michigan requirements and guidelines.

RECOMMENDED ACTION: Approval of resolution to authorize Budget Amendment #2027-1

EXHIBITS:

1. BA 2027-1

Resolution

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment #2027-1 is authorized:

	INCREASE (DECREASE)
GENERAL FUND	
REVENUES	
INTERGOVERNMENTAL	\$ 37,500
TOTAL REVENUES	<u>37,500</u>
EXPENDITURES	
COMMUNITY & ECONOMIC DEVELOPMENT	\$ 61,500
PUBLIC SAFETY	<u>116,000</u>
TOTAL EXPENDITURES	<u>177,500</u>
Net Increase (Decrease) to Fund Balance	<u><u>\$ (140,000)</u></u>
MAJOR STREETS FUND	
REVENUES	
INTERGOVERNMENTAL	\$ 100,000
TOTAL REVENUES	<u>100,000</u>
EXPENDITURES	
CAPITAL OUTLAY	\$ 650,000
TOTAL EXPENDITURES	<u>650,000</u>
Net Increase (Decrease) to Fund Balance	<u><u>\$ (550,000)</u></u>
LOCAL STREETS FUND	
REVENUES	
INTERGOVERNMENTAL	\$ 60,962
TOTAL REVENUES	<u>60,962</u>
EXPENDITURES	
PERSONAL SERVICES	\$ 60,962
CAPITAL OUTLAY	<u>135,000</u>
TOTAL EXPENDITURES	<u>195,962</u>
Net Increase (Decrease) to Fund Balance	<u><u>\$ (135,000)</u></u>

INCREASE
(DECREASE)

PARKS AND RECREATION FUND

EXPENDITURES

PROFESSIONAL SERVICES \$ 9,840

TOTAL EXPENDITURES 9,840

Net Increase (Decrease) to Fund Balance \$ (9,840)

RUBBISH COLLECTION FUND

EXPENDITURES

CAPITAL OUTLAY \$ 275,000

TOTAL EXPENDITURES 275,000

Net Increase (Decrease) to Fund Balance \$ (275,000)

CORRIDOR IMPROVEMENT AUTHORITY

EXPENDITURES

MATERIALS & SUPPLIES \$ 118,000

CAPITAL OUTLAY 19,000

TOTAL EXPENDITURES 137,000

Net Increase (Decrease) to Fund Balance \$ (137,000)

HUB CONSTRUCTION FUND

EXPENDITURES

CAPITAL OUTLAY \$ 1,763,665

TOTAL EXPENDITURES 1,763,665

Net Increase (Decrease) to Fund Balance \$ (1,763,665)

COMMUNITY CENTER CONSTRUCTION FUND

EXPENDITURES

CAPITAL OUTLAY \$ 9,081,745

TOTAL EXPENDITURES 9,081,745

Net Increase (Decrease) to Fund Balance \$ (9,081,745)

PARKS & RECREATION IMPROVEMENT FUND

EXPENDITURES

CAPITAL OUTLAY \$ 194,410

TOTAL EXPENDITURES 194,410

Net Increase (Decrease) to Fund Balance \$ (194,410)

INCREASE
(DECREASE)

WATER AND SEWER FUND

EXPENDITURES

CAPITAL OUTLAY \$ 3,540,000

TOTAL EXPENDITURES 3,540,000

Net Increase (Decrease) to Fund Balance \$ (3,540,000)

Motor Pool Internal Service Fund

REVENUES

CHARGES FOR SERVICES \$ 68,000

TOTAL REVENUES 68,000

EXPENDITURES

CAPITAL OUTLAY \$ 92,600

TOTAL EXPENDITURES 92,600

Net Increase (Decrease) to Fund Balance \$ (24,600)

I certify that the forgoing is a true and complete copy of a Resolution adopted by the City Council of the City of Oak Park at a regular Meeting held on this 8th day of September, 2026.

T. Edwin Norris, City Clerk

City of Oak Park
Proposed Budget Amendments

June 30, 2026-27

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>	<u>Description</u>
<u>General Fund</u>			
101-00.000-546.001	State Grants - Other	\$ 37,500	Master Plan Grant
	Total Revenue Increase (Decrease)	\$ 37,500	
101-11.611-801.000	Professional Services	\$ 51,500	Master Plan
101-11.611-818.000	Contractual Services	10,000	Zoning GIS
101-17.345-940.000	Rentals - Motor Pool Utilization	68,000	8/3 council approved FB used - police car totaled (motor pool)
101-17.345-960.001	MCOLES CPE Training	46,600	Unspend MCOLES CPE Training grant funds
101-17.345-965.001	Dispatcher Training	1,400	Unspent Dispatcher Training grant funds.
	Total Expenditure Increase (Decrease)	\$ 177,500	
	Net Increase (Decrease) to Fund Balance	\$ (140,000)	
<u>Major Streets Fund</u>			
202-00.000-581.000	Contribution from local units - County	\$ 100,000	Oakland County - Transit Grant (Council approved 4/6/26)
	Total Revenue Increase (Decrease)	\$ 100,000	
202-18.479-970.000	Capital Outlay	\$ 25,000	OHM Contract Nine Mile Road - Greenfield to Cloverlawn
202-18.479-970.000	Capital Outlay	220,000	Oakland County - Transit Grant (Council approved 4/6/26)
202-18.479-970.000	Capital Outlay	90,000	Prentice Tree Truck
202-18.479-970.000	Capital Outlay	35,000	Pickup Truck - Foreman
202-18.479-970.000	Capital Outlay	280,000	M-786 Capital Ave Rehab
	Total Expenditure Increase (Decrease)	\$ 650,000	
	Net Increase (Decrease) to Fund Balance	\$ (550,000)	
<u>Local Streets Fund</u>			
203-00.000-546.001	State Grants - Other	\$ 60,962	Tree Grant to be received (DNR)
	Total Revenue Increase (Decrease)	\$ 60,962	
203-18.479-801.000	Professional Services	\$ 60,962	Tree inventory remaining contract
203-18.479-970.000	Capital Outlay	90,000	Prentice Tree Truck
203-18.479-970.000	Capital Outlay	45,000	Miscellaneous concrete M-782
	Total Expenditure Increase (Decrease)	\$ 195,962	
	Net Increase (Decrease) to Fund Balance	\$ (135,000)	
<u>Parks and Recreation Fund</u>			
208-19.752-818.007	Contractual Svc - Master Plan	\$ 9,840	Balance of contract
	Total Expenditure Increase (Decrease)	\$ 9,840	
	Net Increase (Decrease) to Fund Balance	\$ (9,840)	
<u>Rubbish Collection Fund</u>			
226-18.528-970.000	Capital Outlay	\$ 150,000	Prentice tree truck
226-18.528-970.000	Capital Outlay	50,000	DPW crew cab truck
226-18.528-970.000	Capital Outlay	75,000	Trash packer for swamp loader
	Total Expenditure Increase (Decrease)	\$ 275,000	
	Net Increase (Decrease) to Fund Balance	\$ (275,000)	

City of Oak Park
Proposed Budget Amendments

June 30, 2026-27

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>	<u>Description</u>
<u>Corridor Improvement Authority</u>			
251-00.000-726.000	Materials and Supplies	\$ 118,000	Landscaping
251-00.000-970.003	Capital Outlay - Facade	<u>19,000</u>	Facade grants
	Total Expenditure Increase (Decrease)	<u>\$ 137,000</u>	
	Net Increase (Decrease) to Fund Balance	<u>\$ (137,000)</u>	
<u>HUB Construction Fund</u>			
405-18.447-970.204	Capital Outlay - Construction	<u>\$ 1,763,665</u>	Balance on HUB construction contract
	Total Expenditure Increase (Decrease)	<u>\$ 1,763,665</u>	
	Net Increase (Decrease) to Fund Balance	<u>\$ (1,763,665)</u>	
<u>Community Center Construction Fund</u>			
406-18.446-970.200	Capital Outlay - Design	<u>\$ 9,081,745</u>	Balance of bond proceeds to be spent FY 26/27
	Total Expenditure Increase (Decrease)	<u>\$ 9,081,745</u>	
	Net Increase (Decrease) to Fund Balance	<u>\$ (9,081,745)</u>	
<u>Parks and Recreation Improvement Fund</u>			
407-18.443-970.000	Capital Outlay	<u>\$ 194,410</u>	Tyler Park contract balance
	Total Expenditure Increase (Decrease)	<u>\$ 194,410</u>	
	Net Increase (Decrease) to Fund Balance	<u>\$ (194,410)</u>	
<u>Water and Sewer Fund</u>			
592-18-538-970.000	Capital Outlay	\$ 600,000	Watermain replacement (Harding to Radcliff)
592-18-538-970.000	Capital Outlay	1,400,000	Watermain replacement (9 mile to Oak Pk Blvd)
592-18-538-970.000	Capital Outlay	300,000	Large dump truck
592-18-538-970.000	Capital Outlay	720,000	Watermain replacement (Colleen to Gardner)
592-18-538-970.000	Capital Outlay	45,000	Miscellaneous concrete M-782
592-18-540-970.000	Capital Outlay	75,000	Pump replacement at pump station
592-18-550-970.000	Capital Outlay	<u>400,000</u>	Sewer lining remaining budget
	Total Expenditure Increase (Decrease)	<u>\$ 3,540,000</u>	
	Net Increase (Decrease) to Fund Balance	<u>\$ (3,540,000)</u>	
<u>Motor Pool Internal Service Fund</u>			
654-18.875-627.101	Charges for Services - General Fund	<u>\$ 68,000</u>	8/3 council approved FB used - police car totaled (motor pool)
	Total Revenue Increase (Decrease)	<u>\$ 68,000</u>	
654-18.875-970.000	Capital Outlay	\$ 12,300	2026 Tahoe 6/26 purchase, outfitting in FY 26/27
654-18.875-970.000	Capital Outlay	12,300	2026 Tahoe 6/26 purchase, outfitting in FY 26/27
654-18.875-970.000	Capital Outlay	<u>68,000</u>	8/3 council approved FB used - police car totaled (motor pool)
	Total Expenditure Increase (Decrease)	<u>\$ 92,600</u>	
	Net Increase (Decrease) to Fund Balance	<u>\$ (24,600)</u>	