



AGENDA
REGULAR CITY COUNCIL MEETING
40TH CITY COUNCIL
OAK PARK, MICHIGAN
NOVEMBER 4, 2024
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 City Council approval without discussion, as a single agenda item. Should any Council 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. Schedule Public Hearing for allocation of 2025 CDBG Funds
- B. Payment of invoices from OHM Advisors for the GIS App Development for the total amount of \$2,396.25
- C. Request authorization to bid the 2025 Event Hub Construction Project
- D. Request to approve Payment Application No. 5 for the 2024 Landscape Maintenance Contract, to Capital Landscapes of Oak Park, MI in the amount of \$5,280.00
- E. Request to approve Payment Application No. 5 for the 2024 Lawn Maintenance Contract, to Capital Landscapes of Oak Park, MI in the amount of \$25,968.20.
- F. Payment request from Neumann Smith Architecture for Architectural Services on the Event Hub and Municipal Services Move.
- G. Approval of Pay Application No. 4 and Change Order No. 2 for the 2023 Sewer & Catch Basin Cleaning & TV Inspection Project, M-760 in the amounts of \$68,693.98 and (\$7,609.25), respectively
- H. New & Renewal Licenses for November 4, 2024

6. RECOGNITION OF VISITING ELECTED OFFICIALS

7. SPECIAL RECOGNITION/PRESENTATIONS

- A. K-9 Officer Introduction - Public Safety
- B. Farmers Market Presentation
- C. Special Recognition - Nurses of the Lambda Chi Chapter of Chi Eta Phi Sorority, Inc.

8. BIDS

- A. Request to award the professional services contract for Pre-Demolition Hazardous Materials Survey Project, M-778 to American Environmental Consultants (AEC) of Detroit, MI for the total amount of \$14,600.00

9. CITY MANAGER

- A. Administration
 - 1. Appointment of new Board Member to Oak Park Youth Assistance Board
- B. Municipal Services
 - 1. Approval of Pay Application No. 3 and Change Order No. 2 for the 2024 Sidewalk Replacement Project, M-762 in the amounts of \$565,246.87 and \$42,334.84, respectively
- C. Finance/Assessing
 - 1. Request to receive and approve exception recommendations regarding Special Assessment Districts
- D. Public Works
 - 1. Approval of Change Order No. 1 for the Eight Mile Booster Station Rehabilitation Project, M-732

10. 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.

11. CALL TO THE COUNCIL

12. CLOSED SESSION

- A. Pursuant to Section 8 of the Open Meetings Act to convene a Closed Session to discuss attorney-client privileged communication about pending litigation involving the City.

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.



CITY OF OAK PARK, MI STAFF REPORT

5.A

AGENDA FOR: November 4, 2024

SUBJECT: Schedule Public Hearing for allocation of 2025 CDBG Funds

DEPARTMENT: Municipal Services

FROM: Kim Marrone, Director of Municipal Services

SUMMARY: The City of Oak Park is expected to receive \$122,359 in Community Development Block Grant Funds (CDBG) for the 2025 Program Year. The funds must be allocated to specific projects and the dollar amount identified for each project. One of the conditions of the acceptance of these funds is that the community conducts a Public Hearing to solicit public comment as to how the funds should be allocated.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: It is recommended that City Council schedule a Public Hearing for November 18, 2024 to receive public comment on the allocation of the 2025 Community Development Block Grant Funds.

EXHIBITS:

None



CITY OF OAK PARK, MI STAFF REPORT

5.B

AGENDA FOR: November 4, 2024

SUBJECT: Payment of invoices from OHM Advisors for the GIS App Development for the total amount of \$2,396.25

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

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

FINANCIAL STATEMENT:

	<u>This Period</u>	<u>Prior Billings</u>	<u>To Date</u>	<u>Current Contract</u>	<u>Account Number</u>
Water GIS Support	\$1,248.75	\$1,148.25	\$2,397.00	\$11,500.00	66% - 592-18-538-801 34% - 202-18-479-801
Pavement Marking App Support	\$0.00	\$2,228.25	\$2,228.25	\$2,500.00	202-18-479-801
Tree Inventory App Support	\$1,147.50	\$3,783.25	\$4,930.75	\$5,000.00	202-18-479-801
Totals	\$2,396.25	\$7,159.75	\$9,556.00	\$19,000.00	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved for the total amount of \$2,396.25. Funding is available in the above listed accounts.

EXHIBITS:

1. DPW GIS Application Development

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: Kara Grisamer, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 10/10/2024
Invoice #: 80900
Project: 0037240020

Project Name: DPW GIS Application Development

For Professional Services Rendered Through: September 28, 2024

Professional Services		
1A: General Water Department GIS Support		\$1,248.75
1B: Pavement Markings - Field Map and Dashboard Development		\$0.00
1C: Tree Inventory / Restoration - Field Map and Dashboard Development		\$1,147.50
Amount Due This Invoice		\$2,396.25
Invoice Total		\$2,396.25

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: Kara Grisamer, City Engineer****10600 Capital Ave.****Oak Park, MI 48237**

Invoice Date: 10/10/2024

Invoice #: 80900

Project: 0037240020

Project Name: DPW GIS Application Development**1A: General Water Department GIS Support***Professional Services*

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Technician III	9.25	135.00	\$1,248.75
Professional Services Subtotal	9.25		\$1,248.75
1A: General Water Department GIS Support Total:	9.25		\$1,248.75

1C: Tree Inventory / Restoration - Field Map and Dashboard Development*Professional Services*

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Technician III	8.50	135.00	\$1,147.50
Professional Services Subtotal	8.50		\$1,147.50
1C: Tree Inventory / Restoration - Field Map and Dashboard Development Total:	8.50		\$1,147.50

Total Backup: 17.75 \$2,396.25



CITY OF OAK PARK, MI STAFF REPORT

5.C

AGENDA FOR: November 4, 2024

SUBJECT: Request authorization to bid the 2025 Event Hub Construction Project

DEPARTMENT: Department of Public Works

FROM: Dave DeCoster, DPW Director

SUMMARY: Bid documents are being prepared for the 2025 Event Hub Construction Project. This project includes the construction of the new Event Hub and Band Shell in the vacant green space between City Hall and the Library.

FINANCIAL STATEMENT: Funding is available in the FY 2024-25 Parks and Recreation Improvement Fund (407-18.444-970) for this expenditure.

RECOMMENDED ACTION: It is recommended that the request to advertise for bids for the 2025 Event Hub Construction Project be approved. Funding is available in the Parks and Recreation Improvement Fund (407-18.444-970) for this expenditure.

EXHIBITS:

None



CITY OF OAK PARK, MI STAFF REPORT

5.D

AGENDA FOR: November 4, 2024

SUBJECT: Request to approve Payment Application No. 5 for the 2024 Landscape Maintenance Contract, to Capital Landscapes of Oak Park, MI in the amount of \$5,280.00

DEPARTMENT: Department of Public Works

FROM: Dave DeCoster, DPW Director

SUMMARY: Payment Application No. 5 for the 2024 Landscape Maintenance Contract

FINANCIAL STATEMENT: Attached is Payment Application No. 5 for the 2024 Landscape Maintenance Contract. This contract maintains the landscape beds along Nine Mile, 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 2024 Landscape Maintenance Contract, to Capital Landscapes of Oak Park, MI be approved in the amount of \$5,280.00. 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. Pay App 5_Landscape

PAYMENT APPLICATION

PROJECT: 2024 Landscape Maintenance Contract

APPLICATION NO.: 5

OWNER: City of Oak Park, MI

PERIOD ENDING: October 25, 2024

CONTRACTOR: Capital Landscapes
21700 Wyoming, Suite B
Oak Park, MI 48237

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	\$1,600.00	2.00	\$3,200.00	12.00	\$3,200.00
2	Bi-weekly maintenance at the Nine Mile and Coolidge Hwy. Intersection (See Exhibit B)	14	Weeks	\$650.00	2.00	\$1,300.00	11.00	\$1,300.00
3	Bi-weekly maintenance at the city welcome signage and DPW Service Center (See Exhibit C)	14	Weeks	\$195.00	2.00	\$390.00	10.00	\$390.00
4	Bi-weekly maintenance at the Nine Mile Corridor (See Exhibit D)	14	Weeks	\$195.00	2.00	\$390.00	11.00	\$390.00
5	Fertilizer and Broadleaf application on all turf areas	4.00	Apps	\$1,287.00	0.00	\$0.00	3.00	\$0.00
6	Mulch placement (3" of Brown Double Shredded Hardwood)	150	CYD	\$70.00	0.00	\$0.00	150.00	\$0.00
7	Spring Clean up	1	Each	\$6,500.00	0.00	\$0.00	1.00	\$0.00
8	Fall Clean up	1	Each	\$8,125.00	0.00	\$0.00	0.00	\$0.00

Period Amount:	\$5,280.00	Total Amount:	\$5,280.00
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Original Contract Amount: \$67,233.00

Earnings This Period: \$5,280.00

Total Earnings to Date: \$51,306.00

Deductions: \$0.00

Payments to Date: \$46,026.00

Amount Due to Capital Landscapes:	\$5,280.00
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Accepted By: Michael Klein
[Michael Klein \(Oct 29, 2024 19:20 EDT\)](#)
Capital Landscapes

Date: _____

Approved By: Scott LeMarbe
[Scott LeMarbe \(Oct 30, 2024 07:38 EDT\)](#)
Scott LeMarbe, City of Oak Park

Date: _____



CITY OF OAK PARK, MI STAFF REPORT

5.E

AGENDA FOR: November 4, 2024

SUBJECT: Request to approve Payment Application No. 5 for the 2024 Lawn Maintenance Contract, to Capital Landscapes of Oak Park, MI in the amount of \$25,968.20.

DEPARTMENT: Department of Public Works

FROM: Dave DeCoster, DPW Director

SUMMARY: Payment Application No. 5 for the 2024 Lawn Maintenance Contract.

FINANCIAL STATEMENT: Attached is Payment Application No. 5 for the 2024 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 2024 Lawn Maintenance Contract, to Capital Landscapes of Oak Park, MI be approved in the amount of \$25,968.20. 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. Pay App 5_Lawn

PAYMENT APPLICATION

PROJECT: 2024 Lawn Maintenance Contract

APPLICATION NO.: 5

OWNER: City of Oak Park, MI

PERIOD ENDING: October 28, 2024

CONTRACTOR: Capital Landscapes
21700 Wyoming, Suite B
Oak Park, MI 48237

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	\$88.00	10.00	\$880.00	27.00	\$2,376.00
2	Harding Tot Lots (Dead end of Harding)	28	Weeks	\$20.00	10.00	\$200.00	25.00	\$500.00
3	Tyler Park (adjacent to Tyndall School)	28	Weeks	\$132.00	10.00	\$1,320.00	25.00	\$3,300.00
4	Lincoln Blvds. (Greenfield Rd. to Coolidge Hwy.)	28	Weeks	\$107.00	10.00	\$1,070.00	27.00	\$2,889.00
5	Rothstein / Victoria Parks	28	Weeks	\$339.00	10.00	\$3,390.00	25.00	\$8,475.00
6	I-696, 10 Mile Road - Greenfield to Sherman Bridge	28	Weeks	\$182.00	10.00	\$1,820.00	25.50	\$4,641.00
7	10 Mile Pump Station area (13641 Ten Mile Rd.)	28	Weeks	\$58.00	10.00	\$580.00	26.00	\$1,508.00
8	Greenfield green belts (north and south of Oak Park Blvd.)	28	Weeks	\$88.00	10.00	\$880.00	25.00	\$2,200.00
9	Oak Park Blvds. (Greenfield Rd. to Ferndale)	28	Weeks	\$232.00	10.00	\$2,320.00	25.00	\$5,800.00
10	City Complex (not including Shepherd Park)	28	Weeks	\$590.00	10.00	\$5,900.00	27.00	\$15,930.00
11	Nine Mile and Coolidge Intersection	28	Weeks	\$214.00	10.00	\$2,140.00	24.00	\$5,136.00
12	9 Mile Road green belts (McClain to Rosewood Ave.)	28	Weeks	\$158.00	10.00	\$1,580.00	25.00	\$3,950.00
13	9 Mile Road green belts (Greenfield to Church)	28	Weeks	\$107.00	10.00	\$1,070.00	24.00	\$2,568.00
14	Hubbell / Stratford / Greenbriar Green belts	28	Weeks	\$101.00	10.00	\$1,010.00	25.00	\$2,525.00
15	8 Mile Pump Station (20751 Coolidge Hwy.)	28	Weeks	\$70.00	10.00	\$700.00	26.00	\$1,820.00
16	Oneida Blvds. (Seneca Ave. to Dartmouth Ave.)	28	Weeks	\$7.00	10.00	\$70.00	25.00	\$175.00
17	Majestic Outlot (dead end of Majestic)	28	Weeks	\$13.00	10.00	\$130.00	25.00	\$325.00
18	Northfield Blvds. (Coolidge Hwy. to Scotia Rd.)	28	Weeks	\$82.00	10.00	\$820.00	25.00	\$2,050.00
19	McClain / Granzon	28	Weeks	\$38.00	10.00	\$380.00	20.00	\$760.00
20	Troy Avenue green belt	28	Weeks	\$26.00	10.00	\$260.00	25.00	\$650.00
21	Lessenger Park	28	Weeks	\$63.00	10.00	\$630.00	26.00	\$1,638.00
22	Albany green belts (Coolidge Hwy. to Rosewood Ave.)	28	Weeks	\$182.00	10.00	\$1,820.00	26.00	\$4,732.00
23	DPW Service Center (10600 Capital Ave.)	28	Weeks	\$26.00	10.00	\$260.00	27.00	\$702.00
24	Meyers Blvds. (Capital Ave. to Eight Mile Road)	28	Weeks	\$51.00	10.00	\$510.00	25.00	\$1,275.00
25	Cul-de-Sacs (39 Locations around town)	28	Weeks	\$233.00	10.00	\$2,330.00	26.00	\$6,058.00
26	8 Mile Blvds. / Greenfield to Meyers (Mowing)	12	Weeks	\$273.60	4.00	\$1,094.40	12.00	\$3,283.20
27	8 Mile Blvds. / Greenfield to Meyers (Picking)	24	Weeks	\$142.50	8.00	\$1,140.00	21.00	\$2,992.50

Period Amount:	\$34,304.40	Total Amount:	\$88,258.70
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Original Contract Amount: \$96,499.20

Earnings This Period: \$34,304.40

Total Earnings to Date: \$88,258.70

Deductions: \$0.00

Payments to Date: \$62,290.50

Amount Due to Capital Landscapes: **\$25,968.20**

Accepted By: Michael Klein
Michael Klein (Oct 29, 2024 19:26 EDT)
Capital Landscapes

Date: _____

Approved By: Scott LeMarbe
Scott LeMarbe (Oct 30, 2024 07:37 EDT)
Scott LeMarbe, City of Oak Park

Date: _____



CITY OF OAK PARK, MI STAFF REPORT

5.F

AGENDA FOR: November 4, 2024

SUBJECT: Payment request from Neumann Smith Architecture for Architectural Services on the Event Hub and Municipal Services Move.

DEPARTMENT: Department of Public Works

FROM: Dave DeCoster, DPW Director

SUMMARY: Attached is an invoice (No. 8) from Neumann Smith Architecture for the Event Hub and Municipal Services Move. We are currently working through the Construction Document phase of 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>
Event Hub	\$38,350.00	\$156,600.00	\$153,050.00	\$348,000.00	407-18.444-970
Municipal Services	\$0.00	\$8,914.75	\$40,610.25	\$49,525.00	101-16-401-970
Project Reimbursables	\$5.25	\$1,028.68	\$1,466.07	\$2,500.00	407-18.444-970
Totals:	\$38,355.25	\$166,543.43	\$195,126.32	\$400,025.00	

RECOMMENDED ACTION: It is recommended that the attached invoice (No. 8) from Neumann Smith Architecture for the Event Hub and Municipal Services Move be approved for the total amount of \$38,355.25. Funding is available is the Parks and Recreation Improvement and General Funds.

EXHIBITS:

1. NS Invoice 8_1215283



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 1215283
 Date 11/01/2024

 Project 2023087 Oak Park Event Hub/Community Center

Services Rendered Through 10/24/2024

Description	Fee	% Complete	Prior Invoiced	Current Fee
Oak Park Event Hub				
Schematic Design	52,200.00	100.00	52,200.00	0.00
Design Development	69,600.00	100.00	69,600.00	0.00
Construction Documents	139,200.00	52.55	34,800.00	38,350.00
Bidding	8,700.00	0.00	0.00	0.00
Construction Administration	69,600.00	0.00	0.00	0.00
Closeout	8,700.00	0.00	0.00	0.00
Subtotal	348,000.00	56.02	156,600.00	38,350.00
Oak Park Municipal Offices				
Schematic Design	7,425.00	100.00	7,425.00	0.00
Design Development	9,900.00	15.05	1,489.75	0.00
Construction Documents	19,800.00	0.00	0.00	0.00
Bidding	1,250.00	0.00	0.00	0.00
Construction Administration	9,900.00	0.00	0.00	0.00
Closeout	1,250.00	0.00	0.00	0.00
Subtotal	49,525.00	18.00	8,914.75	0.00
Reimbursables	2,500.00	41.36	1,028.68	5.25
Total	400,025.00	51.22	166,543.43	38,355.25

Invoice total 38,355.25



CITY OF OAK PARK, MI STAFF REPORT

5.G

AGENDA FOR: November 4, 2024

SUBJECT: Approval of Pay Application No. 4 and Change Order No. 2 for the 2023 Sewer & Catch Basin Cleaning & TV Inspection Project, M-760 in the amounts of \$68,693.98 and (\$7,609.25), respectively

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

SUMMARY: Attached is proposed Pay Application No. 4 and Change Order No. 2 for the 2023 Sewer & Catch Basin Cleaning & TV Inspection Project, M-760 by Doetsch Environmental Services of Warren, MI. This project includes cleaning and inspecting the sewers and catch basins in the area shown on the attached map. The project is approximately 100% complete. The Change Order is to balance the project to zero.

FINANCIAL STATEMENT:

Original Contract Amount:	\$274,495.50
Change Order No. 1:	\$900.00
Proposed Change Order No. 2:	(\$7,609.25)
New Contract Amount:	\$267,786.25
Total Earnings to Date:	\$267,786.25
Less Retainage:	\$10,000.00
Net Earned:	\$257,786.25
Deductions:	\$0.00
Balance:	\$257,786.25
Payments to date:	\$189,092.27
Amount Doetsch Environmental Services:	\$68,693.98

RECOMMENDED ACTION: It is recommended that Pay Application No. 4 and Change Order No. 2 for the 2023 Sewer & Catch Basin Cleaning & TV Inspection Project, M-760 to Doetsch Environmental Services of Warren, MI be approved for the amounts of \$68,693.98 and (\$7,609.25), respectively. Funding is available in the Water and Sewer Fund (592-18-550-930) for this expenditure.

EXHIBITS:

1. Pay 04 M760 with Change Order 2 - signed - agenda
2. M-760 MAP

PAYMENT APPLICATION

PROJECT: 2023 SEWER & CATCH BASIN CLEANING & TV INSPECTION PROJECT

OWNER: CITY OF OAK PARK, MICHIGAN

CONTRACTOR: DOETSCH ENVIRONMENTAL SERVICES
21221 MULLIN AVENUE
WARREN, MI 48089

JOB NUMBER: M-760

APPLICATION NO.: 4

PERIOD ENDING: 10/7/2024

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY		UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Medium 8" Sewer Cleaning & TV Inspection	871	LFT	\$1.75	943	\$1,650.25	1,087	\$1,902.25
2	Medium 10" Sewer Cleaning & TV Inspection	6,717	LFT	\$1.75	1,395	\$2,441.25	3,280	\$5,740.00
3	Medium 12" Sewer Cleaning & TV Inspection	27,504	LFT	\$1.75	6,698	\$11,721.50	29,794	\$52,139.50
4	Medium 15" Sewer Cleaning & TV Inspection	14,472	LFT	\$2.00	1,289	\$2,578.00	13,763	\$27,526.00
5	Medium 18" Sewer Cleaning & TV Inspection	16,080	LFT	\$2.00	1,787	\$3,574.00	15,752	\$31,504.00
6	Medium 21" Sewer Cleaning & TV Inspection	5,762	LFT	\$2.25	2,257	\$5,078.25	5,655	\$12,723.75
7	Medium 24" Sewer Cleaning & TV Inspection	7,169	LFT	\$2.25	2,387	\$5,370.75	5,757	\$12,953.25
8	Medium 27" Sewer Cleaning & TV Inspection	2,077	LFT	\$2.25	647	\$1,455.75	2,962	\$6,664.50
9	Medium 30" Sewer Cleaning & TV Inspection	4,523	LFT	\$3.00	555	\$1,665.00	4,058	\$12,174.00
10	Medium 33" Sewer Cleaning & TV Inspection	603	LFT	\$4.00	159	\$636.00	465	\$1,860.00
11	Medium 36" Sewer Cleaning & TV Inspection	3,417	LFT	\$4.00	258	\$1,032.00	4,312	\$17,248.00
12	Medium 42" Sewer Cleaning & TV Inspection	1,340	LFT	\$4.00	133	\$532.00	1,761	\$7,044.00
13	Catch Basin Lead Cleaning & TV Inspection	13,065	LFT	\$2.50	5,216	\$13,040.00	13,880	\$34,700.00
14	Catch Basin Structure Cleaning	637	EA	\$50.00	136	\$6,800.00	469	\$23,450.00
15	Sewer Lateral Protruding Lead Cutting	10	EA	\$100.00	0	\$0.00	0	\$0.00
16	Gate Well Structure Cleaning	0	EA	\$100.00	0	\$0.00	0	\$0.00
17	Medium 48" Sewer Cleaning & TV Inspection	2,211	LFT	\$5.00	1,457	\$7,285.00	2,391	\$11,955.00
18	Medium 54" Sewer Cleaning & TV Inspection	1,106	LFT	\$6.00	647	\$3,882.00	1,217	\$7,302.00
19	15211 Rosemary Investigation	0	LSUM	\$900.00	0	\$0.00	1	\$900.00

Period Total Amount: \$68,741.75 Amount to Date: \$267,786.25

Original Contract Amount: \$274,495.50
Change Order No.1: \$900.00
Change Order No.2: -\$7,609.25
New Contract Amount: \$267,786.25

Earnings This Period: \$68,741.75
 Total Earnings to Date: \$267,786.25
 Less Retainage: \$10,000.00
 Net Earned: \$257,786.25
 Deductions: \$0.00
 Balance: \$257,786.25
 Payments to Date: \$189,092.27

AMOUNT DUE DOETSCH ENV. SERVICES: \$68,693.98

Accepted By: Sean M Schotthorfer
Doetsch Environmental Services

Date: 10/28/2024

Approved By: Kara M. Grisamer
Kara Grisamer, City Engineer
City of Oak Park, Michigan

Date: 10/29/2024

CHANGE ORDER

PROJECT:	2023 SEWER & CATCH BASIN CLEANING & TV INSPECTION PROJECT	JOB NUMBER:	M-760
OWNER:	CITY OF OAK PARK, MICHIGAN	CHANGE ORDER NO.:	2
CONTRACTOR:	DOETSCH ENVIRONMENTAL SERVICES 21221 MULLIN AVENUE WARREN, MI 48089	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
1	Medium 8" Sewer Cleaning & TV Inspection	871	LFT	\$1.75	216	1,087	\$378.00
3	Medium 12" Sewer Cleaning & TV Inspection	27,504	LFT	\$1.75	2,290	29,794	\$4,007.50
8	Medium 27" Sewer Cleaning & TV Inspection	2,077	LFT	\$2.25	885	2,962	\$1,991.25
11	Medium 36" Sewer Cleaning & TV Inspection	3,417	LFT	\$4.00	895	4,312	\$3,580.00
12	Medium 42" Sewer Cleaning & TV Inspection	1,340	LFT	\$4.00	421	1,761	\$1,684.00
13	Catch Basin Lead Cleaning & TV Inspection	13,065	LFT	\$2.50	815	13,880	\$2,037.50
17	Medium 48" Sewer Cleaning & TV Inspection	2211	LFT	\$5.00	180	2,391	\$900.00
18	Medium 54" Sewer Cleaning & TV Inspection	1106	LFT	\$6.00	111	1,217	\$666.00
TOTALS							\$15,244.25

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
2	Medium 10" Sewer Cleaning & TV Inspection	6,717	LFT	\$1.75	-3,437	3,280	-\$6,014.75
4	Medium 15" Sewer Cleaning & TV Inspection	14,472	LFT	\$2.00	-709	13,763	-\$1,418.00
5	Medium 18" Sewer Cleaning & TV Inspection	16,080	LFT	\$2.00	-328	15,752	-\$656.00
6	Medium 21" Sewer Cleaning & TV Inspection	5,762	LFT	\$2.25	-107	5,655	-\$240.75
7	Medium 24" Sewer Cleaning & TV Inspection	7,169	LFT	\$2.25	-1,412	5,757	-\$3,177.00
9	Medium 30" Sewer Cleaning & TV Inspection	4,523	LFT	\$3.00	-465	4,058	-\$1,395.00
10	Medium 33" Sewer Cleaning & TV Inspection	603	LFT	\$4.00	-138	465	-\$552.00
14	Catch Basin Structure Cleaning	637	EA	\$50.00	-168	469	-\$8,400.00
15	Sewer Lateral Protruding Lead Cutting	10	EA	\$100.00	-10	0	-\$1,000.00
TOTALS							-\$22,853.50

SUMMARY

Total Increase	\$15,244.25
Total Decrease	-\$22,853.50
Total for Change Order No.1:	-\$7,609.25

Contract Amount	\$274,495.50
Change Order No. 1:	\$900.00
Change Order No. 2:	-\$7,609.25
New Contract Amount:	\$267,786.25

Sean M. Schotthoefer

Doetsch Environmental Services

10/28/2024

Date

Kara M. Grisamer

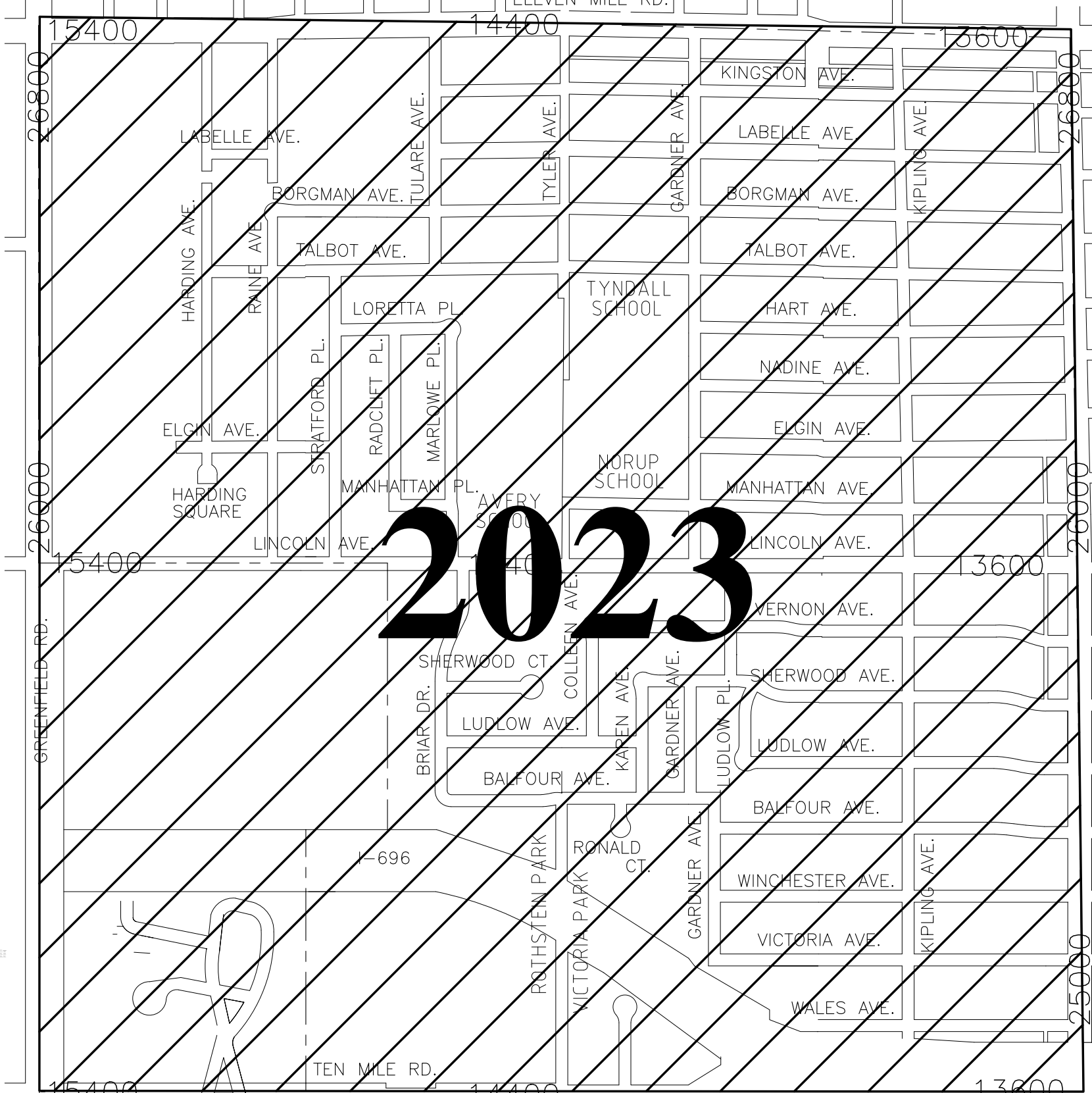
Kara Grisamer, City Engineer

10/29/2024

Date

*Reviewed by and recommended for approval by City Council

2023



MERCHANT'S LICENSES - NOVEMBER 4, 2024
(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
RENEWALS FOR 2025			
ERNIE'S MARKET	8500 CAPITAL AVE	\$ 150.00	RESTAURANT
TIGER COLLISION	10010 CAPITAL AVE	\$ 150.00	AUTO REPAIR
SUPERIOR ELECTRIC CO	10280 CAPITAL AVE	\$ 150.00	TRADE CONTRACTOR
APOLLO HEAT TRATING AND PROCESSING	10400 CAPITAL AVE	\$ 150.00	TRADE CONTRACTOR
PLUMBING TECHS PIPECON	12700 CAPITAL AVE	\$ 150.00	TRADE CONTRACTOR
ICICLE CUP LLC	13211 CLOVERDALE AVE	\$ 150.00	RETAIL
CAR STOP AUTOMOTIVE INC	21006 COOLIDGE HWY	\$ 150.00	AUTO REPAIR
US PRINTING AND PACKAGING LLC	21350 COOLIDGE HWY	\$ 150.00	RETAIL
EXPRESS COLLISION	21470 COOLIDGE HWY	\$ 150.00	AUTO REPAIR
AQUATIC SOLUTIONS PHYSICAL THERAPY	25591 COOLIDGE HWY	\$ 150.00	MEDICAL
MATTRESS WHOLESALE	14510 W EIGHT MILE RD	\$ 150.00	RETAIL
FORGOTTEN HARVEST INC	15000 W EIGHT MILE RD	\$ 150.00	DISTRIBUTION
VALUE WHOLESALE	15188 W EIGHT MILE RD	\$ 150.00	DISTRIBUTION
ZUENE MICHIGAN STORAGE CENTERS LLC	15300 W EIGHT MILE RD	\$ 150.00	STORAGE
SAVVY SLIDERS	21330 GREENFIELD	\$ 150.00	RESTAURANT
TACO BELL #16415	21350 GREENFIELD RD	\$ 150.00	RESTAURANT
DIAMOND NAILS	21700 GREENFIELD RD # 118	\$ 150.00	NAIL SHOP
FORGOTTEN HARVEST INC	21800 GREENFIELD RD	\$ 150.00	FOOD RESCUE
AUTOZONE #4365	22150 GREENFIELD RD	\$ 150.00	RETAIL
MOTOR CITY SOUL FOOD #2	24790 GREENFIELD RD	\$ 150.00	RESTAURANT
SKYLAR LAUNDROMAT OF OP	25214 GREENFIELD RD	\$ 150.00	LAUNDROMAT
BORENSTEINS	25242 GREENFIELD RD	\$ 150.00	RETAIL
KRAVINGS	25270 GREENFIELD RD	\$ 150.00	RESTAURANT
PRIMESTAR ASSET LLC	25900 GREENFIELD RD # 204	\$ 150.00	OFFICE
GLOBAL SOLUTIONS GROUP INC	25900 GREENFIELD RD # 220	\$ 150.00	OFFICE
OXFORD HILL PARTNERS LLC	25900 GREENFIELD RD # 232	\$ 150.00	MARKETING
APERTURE CONTENT MARKETING	25900 GREENFIELD RD # 402	\$ 150.00	OFFICE
DTLR INC	26130 GREENFIELD RD	\$ 150.00	RETAIL
KROGER #751 FUEL	26156 GREENFIELD RD	\$ 150.00	RETAIL
KROGER #751	26200 GREENFIELD RD	\$ 150.00	GROCER
GLR OF OAK PARK INC	26500 HARDING AVE	\$ 150.00	RECYCLING
ALLIANCE A/C & HEATING	20800 HUBBELL AVE	\$ 150.00	TRADE CONTRACTOR
REALTEAM REAL ESTATE	8250 W NINE MILE RD	\$ 150.00	OFFICE
LEO WEISS PLUMBING & HEATING	8500 W NINE MILE RD	\$ 150.00	TRADE CONTRACTOR
COMMUNITY FAMILY DENTISTRY	10470 W NINE MILE RD	\$ 150.00	DENTISTRY
WILLIAM L. JORDAN MD PC	12900 W NINE MILE RD	\$ 150.00	MEDICAL
COOLIDGE CAFÉ	13400 W NINE MILE RD	\$ 150.00	RESTAURANT
MODERN NAILS	13720 W NINE MILE RD	\$ 150.00	NAIL SHOP
PAPA'S PIZZA	15400 W NINE MILE RD	\$ 150.00	RESTAURANT
OAKLAND CABINET COATINGS	8800 NORTHEMND AVE	\$ 150.00	CABINET REFINISHING
NORTHEMND COLLISION INC	12700 NORTHEMND AVE	\$ 150.00	AUTO REPAIR

PAWN BROKER - RENEWAL 2025

HJ PAWN	12950 CAPITAL	\$ 400.00
*Surety Bond Renewal		

Oak Park Farmers Market

2024 Wrap Up

Maralee Rosemond - Recreation Coordinator

Erin Foley - Recreation Specialist



History on the Market

The idea of hosting an Oak Park Farmers Market began in 2017, and became reality in 2018. This was made possible through the development of our relationship with Laura Garmon, Market Development Advisor, Population Health Detroit for Humana Inc.

The Mission:

The Oak Park Farmer's Market will provide a source for local, Michigan grown produce and complimentary products to be sold.

It will provide a gathering place to engage in fresh food shopping, education, wellness and entertainment. While the market will enhance awareness of Oak Park and Humana, the service provided will increase the health and wellbeing of residents in Oak Park and its surrounding communities.

2018: 10 vendors



2024: 4 farms, 15 added value vendors, 6 In-kind vendors



Sponsorships

Sustaining Sponsor: Humana Inc.

Supporting Sponsors:

- Ascension Providence
- Corewell Health
- **Dedicated Senior Medical Centers**
- **Healthy Oakland Partnerships**
- SMART
- **Oakland University**
- Joyful Tot's Child Care
- Oakstreet Health
- **Michigan Farmers Market Association**
- **Michigan State University Extension**

In-Kind Sponsors:

- Michigan State University Extension
- Oakland County Health Department
- National Kidney Foundation
- Lambda Chi Chapter of Chi Eta Phi Sorority Inc.
- Corewell Health
- Oak Park Public Library
- Gleaners

2024 TOTAL = \$19,200

**Bolded = 2024 Sponsors*



Food Assistance

2024 Totals Redeemed



Total: \$2,261



Total: \$2,020



Total: \$2,477



Total: \$620



Total: \$131

Grand Total: \$7,509



Special Events

Family Market Day - July 18, 2024

- 15 additional resources
- Petting farm
- Face painting

Food assistance given:

- Produce Connection (WIC) = \$1,459
- Healthy Oakland Coupons = \$500
- SNAP/EBT = \$360
- Double Up Food Bucks = \$320

TOTAL = \$2,639



Senior Market Day - August 8, 2024

- 15 additional resources

Food assistance given:

- Healthy Oakland Coupons = \$790 (158 coupons)
 - The most Senior Market Day coupons given out in Oak Park!

- SNAP/EBT = \$118
- Double Up Food Bucks = \$118

TOTAL = \$1,026



Market Amenities



- Cooking demonstrations
- Music
- Free yoga & stretch classes
- Seating area
- Hot foods for sale
- Food safety



Power of Produce



- Kids track = 65 participants
- Senior track = 69 participants
- 6 week program
- Nutrition education



Power of Produce coins distributed:

- Kids = \$675
- Seniors = \$852



Blood Pressure Program - **Pulse** Patrol



Thank you to Lambda Chi Chapter of Chi Eta Phi Sorority, Inc. for volunteering your services at the Oak Park Farmers Market!

Thank you Dr. Toni Grant, Paulette Donehue RN, Cheryl Rorie RN and Mattie M Warren RN.



Gardening at the Market

With Michigan State University Extension



130 herb starter plants given to children & seniors.

Children took part in planting of a variety of lettuces, onions and tomato plants.

As they were harvested, families got to take them home.



Looking Ahead-2025

- Extended season mid June - mid October
- Expanding the Gardening Program
- Reach out to Culinary schools & restaurants to increase number of live cooking demonstrations.
- Seek out partners for Power of Produce curriculum.
- We were selected to participate in the Michigan Farmers Market Association Racial Equity Cohort.



Looking Ahead -2026

- Farmers market moved to its permanent home to include indoor & outdoor space to increase vendor capacity.
- Increase season mid May -mid December
- Cooking classes for youth, teens, families, and seniors.
- Provide kitchen rental opportunities for current & future vendors to prepare foods for sale at the market.





CITY OF OAK PARK, MI STAFF REPORT

8.A

AGENDA FOR: November 4, 2024

SUBJECT: Request to award the professional services contract for Pre-Demolition Hazardous Materials Survey Project, M-778 to American Environmental Consultants (AEC) of Detroit, MI for the total amount of \$14,600.00

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

SUMMARY: The City Manager approved to request for proposals from consultants to provide qualifications for our Pre-Demolition Hazardous Materials Survey Project, M-778. The project was advertised and forty-one (41) contractors viewed the documents. On October 10, 2024, nine (9) proposals were received and opened. The lowest qualified proposal from American Environmental Consultants (AEC) of Detroit, MI submitted a base bid proposal for \$14,600.00 for the hazmat survey project. This project will sample various building materials in the Community Center, Ice Arena, Pool Locker Rooms, Snack Bar, Pool Restrooms, and Cable Building in advance of the demolition of these buildings scheduled for Fall 2025. These samples will be tested for the presence of hazardous materials, such as asbestos, PCB's, and other contaminants. We checked their references and had very positive responses.

FINANCIAL STATEMENT: Funding for this project is available in the Recreation – Other Parks fund (407-18.444-970).

RECOMMENDED ACTION: It is recommended that City Council award the professional services contract for the Pre-Demolition Hazardous Materials Survey Project, M-778 to AEC of Detroit, MI for the base bid amount of \$14,600.00. Funding is available in the Recreation – Other Parks fund (407-18.444-970).

EXHIBITS:

1. Award recommendation memo
2. BID TAB
3. AEC Proposal



CITY OF OAK PARK

Department of Municipal Services

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

To: Erik Tungate, City Manager and Dave DeCoster, Deputy City Manager

From: Kara Grisamer, City Engineer

Date: October 22, 2024

Subject: Award Recommendations for the Pre-Demo HazMat Survey

This notice is to recommend an award for the Pre-Demo HazMat Survey Project, M-778, that we opened qualification proposals for earlier this month. We received nine sealed proposals with bid totals ranging from \$14,600.00 to \$41,750.00. The lowest bid we received was from American Environmental Consultants (AEC) of Detroit, Michigan. We reached out to the references listed in AEC's proposal, and these are the responses from two references.

1. Are they generally thorough, neat, and tidy with their sampling?
 - a. Both responded Yes.
2. How often have missed materials been discovered during demo that require urgent turn around sampling?
 - a. One said Never, the other said only when the scope of the original survey was limited in some way so that the missed materials were not able to be sampled.
3. Were they able to provide all of the guidance you need to meet the current pre-demo sampling standards, and explain the changes when the standards are updated?
 - a. Both responded Yes.
4. Are their reports clear and well written?
 - a. Both responded Yes.
5. Do their reports provide all of the information needed for demo contractors to bid on and/or use during abatement?
 - a. One said Yes, the other said they didn't work with them for pre-demo, only radon.
6. Is there anything else we should know about their work?
 - a. One said No, the other said they have worked with AEC for many years, they do good, consistent work and communicate proactively.

Based on these responses, their proposal which included everything that was requested, and being the lowest qualified bidder, I recommend awarding this contract for pre-demolition services to AEC of Detroit, Michigan at the City Council meeting on November 4, 2024. I also recommend publishing the bid tab publicly where we posted the proposal request.

Thank you for your consideration on this matter.

Approved by: _____
Erik Tungate, City Manager

Cc: Kim Marrone, Director of Municipal Services
File

Attachments: Bid Tab, AEC Proposal

BID TABULATION

PRE-DEMOLITION HAZARDOUS MATERIALS SURVEY, M-778				AMERICAN ENVIRONMENTAL CONSULTANTS, LLC (AEC) 14301 MEYERS DETROIT, MI 48227 313-491-2600		NTH CONSULTANTS, LTD. 41780 SIX MILE RD, STE 200 NORTHVILLE, MI 48168 248-553-6300		MICHAEL BAKER INTERNATIONAL 835 MASON ST, STE A290 DEARBORN, MI 48124 313-203-4400	
BID OPENING DATE: THURSDAY, OCTOBER 10, 2024 AT 10:00AM									
ITEM	DESCRIPTION	QUANT.	U/M	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	COMMUNITY CENTER	1	LSUM	\$3,100.00	\$3,100.00	\$3,500.00	\$3,500.00		\$0.00
2	ARENA	1	LSUM	\$4,000.00	\$4,000.00	\$4,750.00	\$4,750.00		\$0.00
3	POOL LOCKER ROOM	1	LSUM	\$1,800.00	\$1,800.00	\$2,750.00	\$2,750.00		\$0.00
4	POOL SNACK BAR	1	LSUM	\$1,500.00	\$1,500.00	\$1,750.00	\$1,750.00		\$0.00
5	POOL RESTROOMS	1	LSUM	\$1,800.00	\$1,800.00	\$2,250.00	\$2,250.00		\$0.00
6	CABLE BUILDING	1	LSUM	\$2,400.00	\$2,400.00	\$3,500.00	\$3,500.00		\$0.00
7	LUMP SUM BID - ALL BUILDINGS INCLUDED	1	LSUM		\$0.00		\$0.00	\$20,430.00	\$20,430.00
8	ADDITIONAL ACM SAMPLES (NOT IN TOTAL COST)		EACH	\$12.00	\$0.00	\$20.00	\$0.00	\$8.00	\$0.00
9	ADDITIONAL PCB SAMPLES (NOT IN TOTAL COST)		EACH		\$0.00		\$0.00	\$135.00	\$0.00
10	ADDITIONAL TCLP SAMPLES (NOT IN TOTAL COST)		EACH		\$0.00		\$0.00	\$135.00	\$0.00
				TOTAL COST \$		\$		\$	
				14,600.00		18,500.00		20,430.00	

OTHER BIDDERS:

INTERTEK PSI	\$21,700.00
TEC	\$26,900.00
ETC	\$30,910.00
ATLAS	\$31,150.00
TEK	\$34,190.00
EGIS	\$41,750.00

* CORRECTED BY ENGINEER



October 8, 2024

RE: Proposal for Pre-Demolition Hazardous Materials Survey for Oak Park

To Whom It May Concern,

American Environmental Consultants, LLC is pleased to present our proposal for the Pre-Demolition Hazardous Materials Survey of the Oak Park Community Center and associated buildings.

Please see the attached documents that are requested as part of the RFP and are in the following order:

1. Company Overview
2. Price and Project Schedule
3. References
4. Resumes
5. Certifications
6. State of Michigan Corporate Certificate

AEC appreciates this opportunity to submit our bid. If you have any questions, we can be reached at 313-491-2600.

Sincerely,
American Environmental Consultants, LLC

Jef Fox
Manager

Commission HUD compliance along with renovations and extensive renovations in GM factories around Michigan.

AEC would like to present the following projects as references for this project as we feel they have similar characteristics that can lend credence to our ability to perform the scope of work required:

1- Community Improvement Group/DLBA

AEC performed asbestos and lead inspections/risk assessments on 43 houses in Detroit, Michigan that were part of a rehabilitation program on the behalf of the DLBA.

2- Ann Arbor Housing Commission

AEC was part of the team that was tasked with renovating and/or demolishing multi family sites for the Ann Arbor Housing Commission. AEC's scope was identification of hazardous materials, abatement specification development, oversight of abatement, and preparation of final close out documentation.

3- City of Detroit- Neighborhood Stabilization Program

AEC was part of the team that was tasked with the inspection of abandoned structures throughout the City of Detroit for hazardous materials and preparation of abatement recommendations.

3. Organization

American Environmental Consultants, LLC is a Limited Liability Company (LLC) that was established in 2002.

4. Principals

Matt Rodgers is the owner of American Environmental Consultants, LLC and his business address is 14301 Meyers, Detroit, MI 48227.



Pricing and Project Schedule

- i. **Community Center-** AEC feels that some of the data contained in the 2011 TEC Report could be utilized to limit the number of samples that will need to be collected, but AEC feels that an updated full report should be completed as the TEC report does not comply with some of the NESHAP/AHERA sampling requirements (ie number of required HA samples and destructive investigation) and does not include universal wastes. Therefore, the cost is based on the assumed number of 200 ACM samples from RFP.

The time frame to complete the field work is 1 day with the report to follow in 15 business days.

*ACM Cost: \$2700.00
PCB Mastic Cost: \$200.00
PCB Caulk Cost: \$200.00*

- ii. **Arena-** Cost based on the assumed number of 350 ACM samples from RFP.

The time frame to complete the field work is 1 day with the report to follow in 15 business days.

*ACM Survey Cost: \$3600.00
PCB Mastic Cost: \$200.00
PCB Caulk Cost: \$200.00*

- iii. **Pool Locker Room-** Cost based on assumed number of 100 ACM samples from RFP.

The time frame to complete the field work is 1/2 day with the report to follow in 15 business days.

*ACM Survey Cost: \$1400.00
PCB Mastic Cost: \$200.00
PCB Caulk Cost: \$200.00*

- iv. **Pool Snack Bar-** Cost based on assumed number of 50 ACM samples from RFP.

The time frame to complete the field work is 1/2 day with the report to follow in 15 business days.

ACM Survey Cost: \$1100.00

PCB Mastic Cost: \$200.00

PCB Caulk Cost: \$200.00

- v. **Pool Restroom Building-** Cost based on assumed number of 100 ACM samples from RFP.

The time frame to complete the field work is 1/2 day with the report to follow in 15 business days.

ACM Survey Cost: \$1400.00

PCB Mastic Cost: \$200.00

PCB Caulk Cost: \$200.00

- vi. **Cable Building-** Cost based on assumed number of 200 ACM samples from RFP.

The time frame to complete the field work is 1/2 day with the report to follow in 15 business days.

ACM Cost: \$2000.00

PCB Mastic Cost: \$200.00

PCB Caulk Cost: \$200.00

The total cost to perform the above scope of work including the ACM survey (assumed 1000 samples), universal waste identification, PCB mastic and caulk sampling and reports for each building documenting the results in accordance with the parameters defined in the RFP is:

Total Lump Sum Cost: \$14,600.00

The total on-site time will be 4 working days and the final reports will be provided 15 business days after the completion of the field work.

The additional cost for ACM samples collected above the assumed number in the RFP.

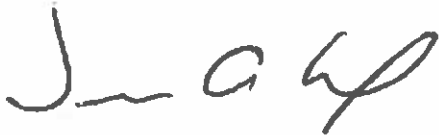
Additional ACM Sample Unit Cost: \$12.00

AEC shall deduct from final invoicing any assumed ACM samples in the RFP not collected as part of the survey activities.

Uncollected ACM Sample Unit Cost: \$6.00

AEC appreciates the opportunity to submit our proposal for your upcoming project. Our pricing is based on the original RFP package and addendum #1. I certify that I, Jef Fox, am an authorized signer for American Environmental Consultants, LLC and certify the above pricing schedule.

American Environmental Consultants, LLC

A handwritten signature in black ink, appearing to read 'Jef Fox', is written over a faint, illegible background.

Jef Fox
Manager

REFERENCE FORM

COMPANY

NAME: American Environmental Consultants, LLC

Reference Company Name	Flint Housing Commission
Address	3820 Richfield Road, Flint, MI 48506
Contact Person	Jason Borrer
Title	Housings Director
Phone Number	810-736-3134
Email Address	jborrer@flinthc.org
Project Start & End Dates	2023
Project Location (City & State)	Flint, MI
Project Budget	\$45,000
Project Description: HMA for demolitoin of a 26 Building Housing Complex	

Reference Company Name	ECS
Address	523 Sunnybrook, Royal Oak, MI 48076
Contact Person	Andy Foerg
Title	Owner
Phone Number	248-763-3839
Email Address	afoerg@environmentalconsultingsolutions.com
Project Start & End Dates	2010 to present
Project Location (City & State)	Ann Arbor, MI, Cheboygan, MI, Gary, IN, Detroit, MI, Inkster, MI
Project Budget	\$200,000
Project Description: Asbestos and Lead inspections for demolition and rehabilitation for various housing commissions	

Reference Company Name	LGC
Address	7310 Woodward, Detorit, MI 48202
Contact Person	Jinansh Shah
Title	Manager
Phone Number	313-999-8655
Email Address	jinansh.shah@lgccorp.com
Project Start & End Dates	2010 to present
Project Location (City & State)	Detroit, MI
Project Budget	\$500,000
Project Description: Asbestos inspections for demolition of blighted structures for DLBA and NSP programs	



Jeffrey A. Fox, BS, has more than 24 years of experience in the industrial hygiene field and environmental work. He has completed numerous building surveys for hazardous wastes and other environmental as well as health and safety issues for operations and maintenance, renovations, or demolition in industry, commercial and residential projects. Mr. Fox has conducted and overseen numerous publicly funded projects which have included rehabilitations.

Mr. Fox has been in the employment of American Environmental Consultants, LLC, AEC, since 2002. He has served as project manager which includes all hiring, training, scheduling, and client support for all environmental operations of the company. He also oversees the QA/QC program for the company. Prior to employment at AEC, he employed at ATC Associates from 2000 to 2002.

Mr. Fox graduated with a Bachelors of Science in Biology from Alma College in 2000. Since then, has had additional training in various areas of the environmental industry and maintains certifications, many with annual refresher requirements of Contractor/Supervisor, Building Inspector, Management Planner, NIOSH 582 and Mold Evaluation and Remediation.



Matthew Rodgers, has more than 19 years' experience in the industrial hygiene field and environmental work. While at American, he has completed many building surveys for hazardous wastes and other environmental materials as well as health and safety issues for operations and maintenance, renovations or, demolition in industry, commercial and residential projects.

Mr. Rodgers is also trained in conducting lead risk assessments and inspections. He has completed hundreds of inspection/assessments from single family homes to large multifamily properties. He has personally been involved from projects from start to finish to help our client achieve the best possible outcome.

Mr. Rodgers has been employed by American Environmental Consultants, LLC for 18 years. Mr. Rodgers is also trained in other aspects of the environmental industry and maintains up to date certifications, all of which include refresher course requirements. He holds licenses that include Asbestos Building Inspector, NIOSH 582, Mold Evaluation and Remediation and MDCH Lead Inspector/Assessor.



Mike Fountain, has more than 7 years experience in the industrial hygiene field and related environmental work. Sampling and monitoring for hazardous wastes and other environmental materials as well as health and safety issues for operations and maintenance, renovations, or demolition in industry, commercial and residential projects are just a few of the things that he has done while at American.

Mr. Fountain has been employed by American Environmental Consultants, LLC since 2017. While working for AEC he has served as an industrial hygienist and inspector, which includes but are not limited to, performing air monitoring, building surveys and job oversight.

Mr. Fountain is also trained in other areas of the environmental industry and is a certified Contractor/Supervisor, Asbestos Building Inspector, NIOSH 582, Mold Investigation and Remediation. Many of these certifications require annual refresher courses, where in which Mr. Fountain has met the requirements.



Mike McCormick, has more than 3 years experience in the industrial hygiene field and related environmental work. Sampling and monitoring for hazardous wastes and other environmental materials as well as health and safety issues for operations and maintenance, renovations, or demolition in industry, commercial and residential projects are just a few of the things that he has done while at American.

Mr. McCormick has been employed by American Environmental Consultants, LLC since 2022. While working for AEC he has served as an industrial hygienist and building inspector, which includes but are not limited to, performing air monitoring, building inspection and job oversight.

Mr. McCormick is also trained in other areas of the environmental industry and is a certified Contractor/Supervisor, Asbestos Building Inspector, NIOSH 582, Mold Investigation and Remediation. Many of these certifications require annual refresher courses, where in which Mr. McCormick has met the requirements.



Davison Sopo, has more than 4 years experience in the industrial hygiene field and related environmental work. Sampling and monitoring for hazardous wastes and other environmental materials as well as health and safety issues for operations and maintenance, renovations, or demolition in industry, commercial and residential projects are just a few of the things that he has done while at American.

Mr. Sopo has been employed by American Environmental Consultants, LLC since 2021. While working for AEC he has served as an industrial hygienist, which includes but are not limited to, performing air monitoring and job oversight.

Mr. Sopo is also trained in other areas of the environmental industry and is a certified Contractor/Supervisor, NIOSH 582, Mold Investigation and Remediation. Many of these certifications require annual refresher courses, where in which Mr. Sopo has met the requirements.

(<http://michigan.gov/miosha>)

Individual Profile for FOX, JEFFREY A.

Name and Address

Name

FOX, JEFFREY A.

Address

17307 DONOHUE ROAD
PINCKNEY, MI 48169

License Information

Accreditation Type: Contractor/Supervisor

ID#: A26737

Status: Apprvd - Full

Expiration Date: 12/4/2024

Training Expiration Date: 11/30/2024

Accreditation Type: Inspector

ID#: A26737

Status: Apprvd - Full

Expiration Date: 12/4/2024

Training Expiration Date: 11/30/2024

Accreditation Type: Management Planner

ID#: A26737

Status: Apprvd - Full

Expiration Date: 12/4/2024

Training Expiration Date: 11/30/2024

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[Asbestos Program - Verify and Search \(/\)](#)

[Asbestos Program \(https://www.michigan.gov/asbestos\)](https://www.michigan.gov/asbestos)

[Policies \(http://www.michigan.gov/policies\)](http://www.michigan.gov/policies)

(<http://michigan.gov/miosha>)

Individual Profile for RODGERS, MATTHEW K.

Name and Address

Name

RODGERS, MATTHEW K.

Address

1465 TOBEN

CARLETON, MI 48117

License Information

Accreditation Type: Inspector

ID#: A34641

Status: Apprvd - Full

Expiration Date: 2/6/2025

Training Expiration Date: 1/31/2025

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[Policies \(http://www.michigan.gov/policies\)](http://www.michigan.gov/policies)

(<http://michigan.gov/miosha>)

Individual Profile for FOUNTAIN, MICHAEL G.

Name and Address

Name

FOUNTAIN, MICHAEL G.

Address

28428 LONGMEADOW LANE
BROWNSTOWN, MI 48183

License Information

Accreditation Type: Contractor/Supervisor

ID#: A49670

Status: Apprvd - Full

Expiration Date: 1/17/2025

Training Expiration Date: 1/15/2025

Accreditation Type: Inspector

ID#: A49670

Status: Apprvd - Full

Expiration Date: 8/21/2025

Training Expiration Date: 7/3/2025

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(<http://michigan.gov/miosha>)

Individual Profile for MCCORMICK, MICHAEL JOHN

Name and Address

Name

MCCORMICK, MICHAEL JOHN

Address

32993 FORT ROAD
ROCKWOOD, MI 48173

License Information

Accreditation Type: Contractor/Supervisor

ID#: A60883

Status: Apprvd - Full

Expiration Date: 1/29/2025

Training Expiration Date: 1/24/2025

Accreditation Type: Inspector

ID#: A60883

Status: Apprvd - Full

Expiration Date: 8/20/2025

Training Expiration Date: 4/24/2025

 [New Search \(/Individual/IndividualSearch\)](/Individual/IndividualSearch)

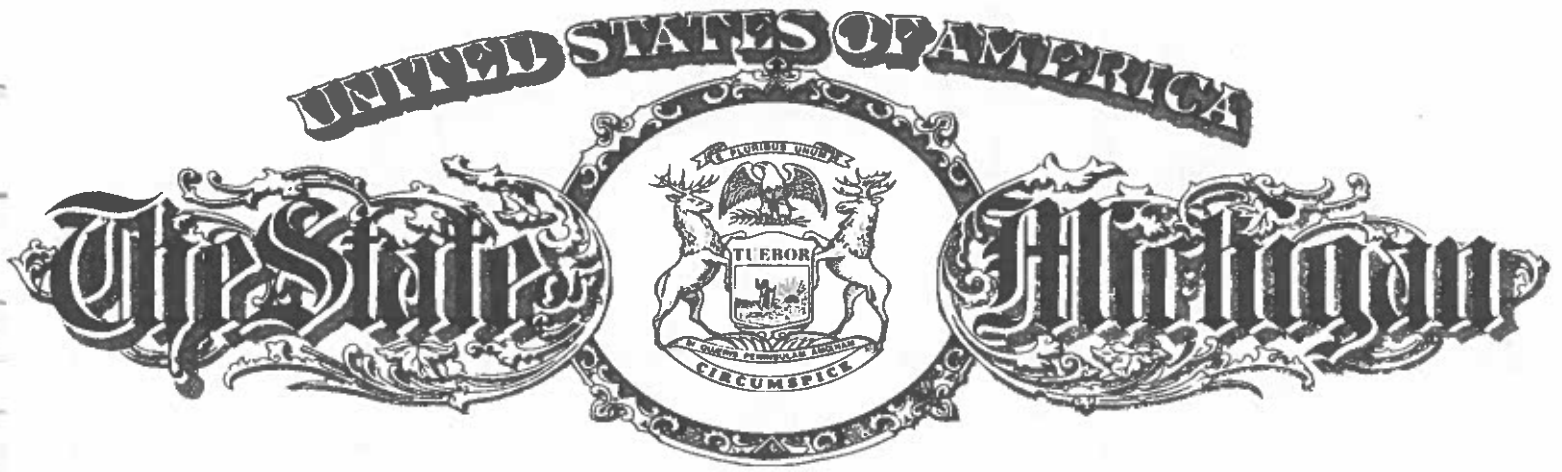
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[Asbestos Program - Verify and Search \(/\)](#)

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[Policies \(http://www.michigan.gov/policies\)](http://www.michigan.gov/policies)



Department of Licensing and Regulatory Affairs

Lansing, Michigan

This is to Certify That

AMERICAN ENVIRONMENTAL CONSULTANTS LLC

*was validly authorized on October 10 , 2002, as a Michigan
DOMESTIC LIMITED LIABILITY COMPANY
and said limited liability company is validly in existence under the laws of this state and has satisfied its
annual filing obligations.*

*This certificate is issued pursuant to the provisions of 1993 PA 23 to attest to the fact that the company is
in good standing in Michigan as of this date.*

*This certificate is in due form, made by me as the proper officer, and is entitled to have full faith and credit
given it in every court and office within the United States.*



Sent by electronic transmission

Certificate Number: 24040116501

*In testimony whereof, I have hereunto set my hand,
in the City of Lansing, this 4th day of April , 2024.*

A handwritten signature in black ink, reading "Linda Clegg".

Linda Clegg, Director

Corporations, Securities & Commercial Licensing Bureau



CITY OF OAK PARK, MI STAFF REPORT

9.A.1

AGENDA FOR: November 4, 2024

SUBJECT: Appointment of new Board Member to Oak Park Youth Assistance Board

DEPARTMENT: Administration

FROM: Crystal VanVleck, Deputy City Manager

SUMMARY: The Oakland County Youth Assistance Program is administered through the Oakland County Circuit Court/Family Division, and consists of local Youth Assistance offices in Oakland County communities through tri-sponsorship agreements between the Circuit Court, local municipalities and local school districts. The Oak Park Youth Assistance Program was created in 1983 by the Oakland County Circuit Court and its local sponsors.

Membership eligibility includes civic leaders, organizational and governmental persons, professional people and individuals interested in serving youth in the area covered by the City of Oak Park and Oak Park School District. After new members are approved by the Oak Park Youth Assistance Board, they must be presented to the local sponsors for approval. Upon acceptance by the local sponsors, they must be sent to the Oakland County Circuit Court Judges for approval and formal appointment to the Board.

The Oak Park Youth Assistance Board has appointed Deanna Taylor to the Board and is asking the local sponsors for approval. Deanna is a retired cosmetologist with a passion for giving back to the community. She owned and operated a nail salon and beauty spa for many years. Throughout her career she has held various leadership roles, including serving as the Chairman for Detroit Head Start. She founded Women Falling Forward Ministries and has been honored with prestigious awards such as the Spirit of Detroit Award and the keys to the City of Dearborn. She has also dedicated much of her life to helping young mothers care for their children. Deanna has been volunteering with Oak Park Youth Assistance for over a year now. She attends monthly board meetings, volunteered for the 4th of July pancake breakfast, assisted in the creation and planning of the recent "Makin' It Look Good" event, and has already made a positive impact on the organization.

FINANCIAL STATEMENT: NA

RECOMMENDED ACTION: It is recommended that Council approve the appointment of Deanna Taylor to the Oak Park Youth Assistance Board.

EXHIBITS:

None



CITY OF OAK PARK, MI STAFF REPORT

9.B.1

AGENDA FOR: November 4, 2024

SUBJECT: Approval of Pay Application No. 3 and Change Order No. 2 for the 2024 Sidewalk Replacement Project, M-762 in the amounts of \$565,246.87 and \$42,334.84, respectively

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

SUMMARY: Attached is proposed Pay Application No. 3 and Change Order No. 2 in the amounts of \$565,246.87 and \$42,334.84, respectively, for the 2024 Sidewalk Replacement Project, M-762 by Italia Construction Inc. of Washington Twp, MI. This project includes sidewalk replacement at the locations shown on the attached map. The project is 100% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$1,221,339.00
Change Order No. 1:	\$1,995.00
Proposed Change Order No. 2:	\$42,334.84
New Contract Amount	\$1,265,668.84
Total Earnings to Date:	\$1,265,668.84
Less Retainage:	\$5,000.00
Net Earned:	\$1,260,668.84
Deductions	\$0.00
Balance	\$1,260,668.84
Payments To Date	\$695,421.97
Amount Due Italia Construction Inc.:	\$565,246.87

RECOMMENDED ACTION: It is recommended that Pay Application No. 3 and Change Order No. 2 for the 2024 Sidewalk Replacement Project to Italia Construction Inc. of Washington Township, MI be approved for the amounts of \$565,246.87 and \$42,334.84, respectively. Funding is available in the Sidewalk Program Capital Improvement (451-71.442-970), Major Streets (202-18.479.970), and Local Streets (203-18.479-970) Funds. This work will be partially funded by invoicing the adjacent property owners in the total amount of \$924,902.73.

EXHIBITS:

1. M762 - Pay 3 - signed - agenda
2. M762 Change Order 2 - signed - agenda
3. Project Area Map

PAYMENT APPLICATION

2024 SIDEWALK REPLACEMENT PROJECT

JOB NUMBER: M-762

CITY OF OAK PARK, MICHIGAN

APPLICATION NO.: 3

CONTRACTOR: ITALIA CONSTRUCTION INC
57151 DEER CREEK CT
WASHINGTON, MI 48094

PERIOD ENDING: 10/18/2024

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY		UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMOVE CONCRETE PAVT. (MODIFIED SP)	16,111	SYD	\$9.00	6,359.55	\$57,235.95	16,815.35	\$151,338.15
2	SIDEWALK CONC. NON REINF 8" SIDEWALK/DRIVE APPROACH	6,000	SFT	\$9.13	5,422.85	\$49,510.62	5,979.57	\$54,593.47
3	SIDEWALK CONC. NON REINF 6" SIDEWALK/DRIVE APPROACH	39,000	SFT	\$6.99	19,903.24	\$139,123.65	44,807.31	\$313,203.10
4	SIDEWALK CONC. NON REINF 4" SIDEWALK	100,000	SFT	\$5.83	36,665.63	\$213,760.62	99,766.30	\$581,637.53
5	CAST IN PLACE DETECTABLE/TACTILE WARNING SURFACE	1,750	SFT	\$33.00	790.00	\$26,070.00	1,690.00	\$55,770.00
6	24" CURB & GUTTER SECTION, NON-REINF 7" CONC	500	LFT	\$29.00	174.00	\$5,046.00	488.95	\$14,179.55
7	SIDEWALK CURB WALL	1800	LFT	\$9.00	811.00	\$7,299.00	2,368.60	\$21,317.40
8	AGGREGATE BASE UNDER CONCRETE (3" 21AA LIMESTONE)	500	SYD	\$23.00	38.69	\$889.87	108.68	\$2,499.64
9	MINOR TRAFFIC DEVICE	1	LSUM	\$33,000.00	0.00	\$0.00	1.00	\$33,000.00
10	PROJECT CLEAN UP	1	LSUM	\$33,000.00	1.00	\$33,000.00	1.00	\$33,000.00
11	STRUCTURE ADJUSTMENTS	0	EA	\$285.00	6.00	\$1,710.00	18.00	\$5,130.00

Period Total Amount: \$533,645.71 Amount to Date: \$1,265,668.84

Original Contract Amount \$1,221,339.00
Change Order No.1: \$1,995.00
Proposed Change Order No.2: \$42,334.84
New Contract Amount \$1,265,668.84

Earnings This Period: \$533,645.71
Total Earnings to Date: \$1,265,668.84
Less Retainage: \$5,000.00
Net Earned: \$1,260,668.84
Deductions: \$0.00
Balance: \$1,260,668.84
Payments to Date: \$695,421.97

AMOUNT DUE \$565,246.87

Accepted By: Cosimo Di Cesare
Cosimo Di Cesare (Oct 21, 2024 13:40 EDT)
Italia Construction Inc.

Date: 10/21/2024

Approved By: Kara M. Grisamer
Kara Grisamer P.E., City Engineer
City of Oak Park, Michigan

Date: 10/21/2024

CHANGE ORDER

PROJECT:

2024 Sidewalk Project

JOB NUMBER:

M-762

OWNER:

City of Oak Park, Michigan

CHANGE ORDER NO.:

2

CONTRACTOR:

ITALIA CONSTRUCTION INC
57151 DEER CT
WASHINGTON, MI 48094

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. 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
1	REMOVE CONCRETE PAVT. (MODIFIED SP)	16,111	SYD	\$9.00	704.35	16,815.35	\$6,339.15
3	SIDEWALK CONC. NON REINF 6" SIDEWALK/DRIVE APPROACH	39,000	SFT	\$6.99	5,807.31	44,807.31	\$40,593.10
7	SIDEWALK CURB WALL	1800	LFT	\$9.00	568.60	2,368.60	\$5,117.40
11	STRUCTURE ADJUSTMENTS	7	EA	\$285.00	11.00	18.00	\$3,135.00
TOTALS							\$55,184.65

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
2	SIDEWALK CONC. NON REINF 8" SIDEWALK/DRIVE APPROACH	6,000	SFT	\$9.13	-20.43	5,979.57	-\$186.53
4	SIDEWALK CONC. NON REINF 4" SIDEWALK	100,000	SFT	\$5.83	-233.70	99,766.30	-\$1,362.47
5	CAST IN PLACE DETECTABLE/TACTILE WARNING SURFACE	1,750	SFT	\$33.00	-60.00	1,690.00	-\$1,980.00
6	24" CURB & GUTTER SECTION, NON-REINF 7" CONC	500	LFT	\$29.00	-11.05	488.95	-\$320.45
8	AGGREGATE BASE UNDER CONCRETE (3" 21AA LIMESTONE)	500	SYD	\$23.00	-391.32	108.68	-\$9,000.36
TOTALS							-\$12,849.81

SUMMARY

Total Decrease	-\$12,849.81
Total Increase	\$55,184.65
Total for Change Order No. 2:	\$42,334.84
Contract Amount	\$1,221,339.00
Change Order No. 1:	\$1,995.00
Change Order No. 2:	\$42,334.84
New Contract Amount:	\$1,265,668.84

Cosimo dicesare

Cosimo dicesare (Oct 21, 2024 13:40 EDT)

Italia Construction, Inc.

10/21/2024

Date

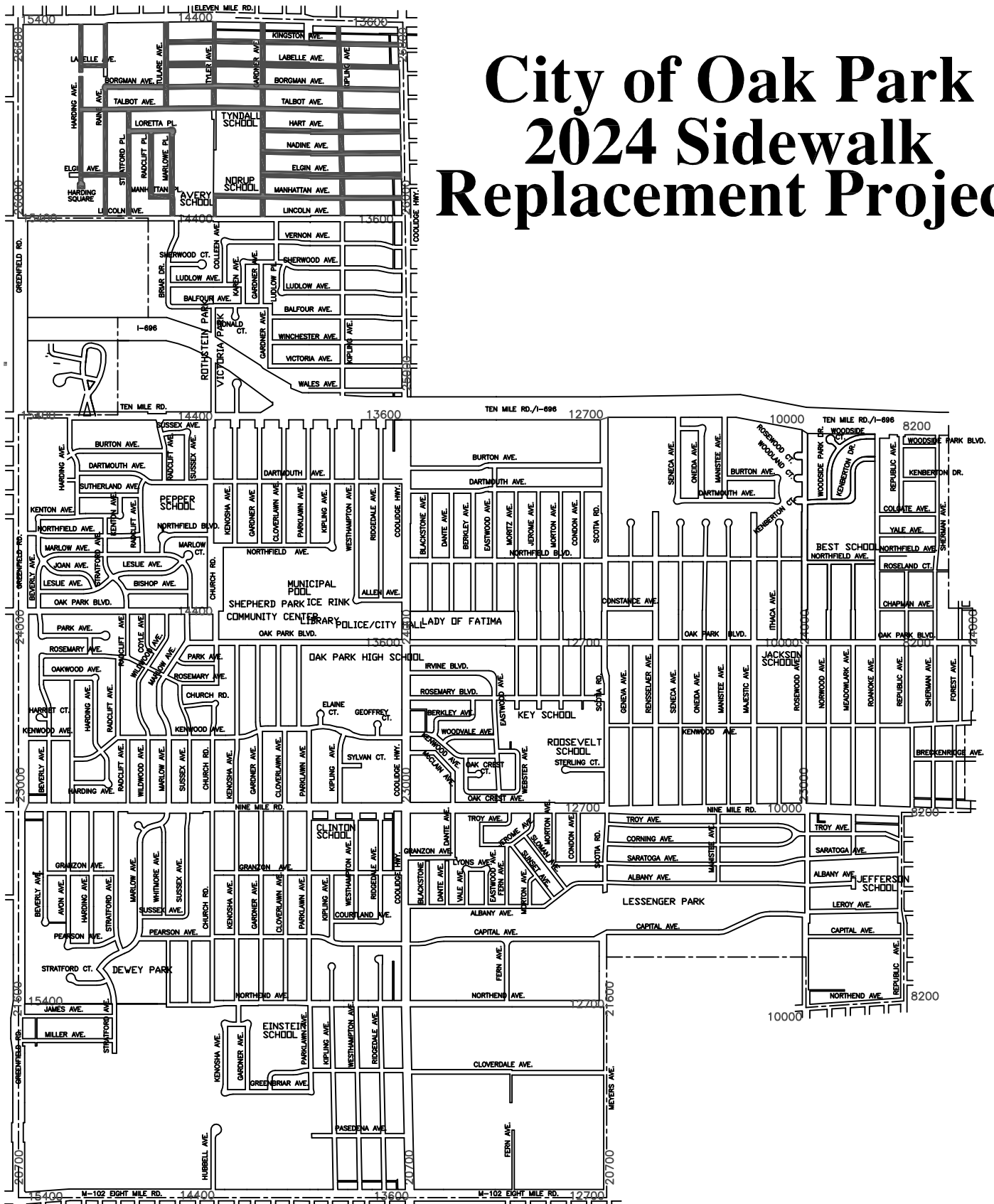
Kara M. Grisamer

10/21/2024

Date

Kara Grisamer, City Engineer
City of Oak Park, Michigan
*Reviewed by and recommended for approval by City Council

City of Oak Park 2024 Sidewalk Replacement Project





CITY OF OAK PARK, MI STAFF REPORT

9.C.1

AGENDA FOR: November 4, 2024

SUBJECT: Request to receive and approve exception recommendations regarding Special Assessment Districts

DEPARTMENT: Finance/Assessing

FROM: Steve Lukasik, Deputy Treasurer

SUMMARY: At the council meeting of October 7, 2024, City Council adopted Special Assessment Resolution No. 9 to confirm the roll with the exceptions of twenty-six (attached hereto), which were removed temporarily for further review. City Council also adopted Special Assessment Resolution No. 10, setting the due date of November 13, 2024, together with the penalty of ten percent (10%) for Special Assessment District No. 716 Delinquent Utilities, Special Assessment District No. 717 Unpaid False Alarms, Special Assessment District No. 718 Unpaid Miscellaneous Concrete Replacement, Special Assessment District No. 719 Unpaid Property Blight and Special Assessment District No. 720 Unpaid Sidewalk Replacement.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: It is recommended that the unpaid invoice(s) belonging to the following parcel(s) be restored to the Special Assessment District No. 716 along with the original 10% penalty:

52-25-28-305-030	23511 Norwood
52-25-28-326-004	23844 Republic
52-25-30-334-021	23461 Sussex
52-25-31-276-018	21800 Kipling
52-25-29-352-026	13310 Woodvale
52-25-19-478-026	25115 Coolidge
52-25-29-376-014	23000 Eastwood
52-25-28-102-026	8646 Kenberton
52-25-30-352-016	23161 Avon
52-25-29-183-001	12745 Northfield
52-25-31-201-018	22171 Kenosha
52-25-31-278-020	21620 Westhampton

And the following parcel(s) be restored to the Special Assessment District No. 718 along with the original 10% penalty:

52-25-29-180-005 24090 Moritz

And the following parcel(s) be restored to the Special Assessment District No. 719 along with the original 10% penalty:

52-25-28-354-030 23121 Republic
52-25-31-204-009 22120 Cloverlawn

And the following parcel(s) be removed from Special Assessment District No. 716 along with the original 10% penalty:

52-25-30-331-016 14440 Rosemary
52-25-30-151-009 15201 Kenton
52-25-19-253-001 14301 Hart
52-25-29-451-008 23210 Scotia
52-25-29-452-030 23081 Rensselaer
52-25-29-177-031 12920 Northfield
52-25-31-403-039 14010 Cloverdale
52-25-31-204-009 22120 Cloverlawn
52-25-30-127-039 15000 Dartmouth
52-25-30-333-027 23435 Marlow

EXHIBITS:

1. 2024 Winter Tax Roll SAD 716 Decision Letters
2. 2024 Winter Tax Roll SAD 718 Decision Letter
3. 2024 Winter Tax Roll SAD 719 Decision Letters



CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Caorlyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

To: Erik Tungate, City Manager
From: Kevin VanDeWalle, Utility Billing Supervisor
Date: October 11, 2024
RE: Special Assessment District # 716 Unpaid Utility Invoices

At City Council's request, the Utility Billing Division has completed an investigation of the concerns voiced at the October 7, 2024, special assessment public hearing for unpaid invoices.

We have investigated all the concerns and mailed letters to the property owners informing them of the investigation. Attached are copies of the letters that were mailed out.

It is the opinion of the City of Oak Park Utility Billing Division that the following parcels remain in the Special Assessment Roll # 716 Unpaid Utility Invoice.

Parcel # 52-25-28-305-030	23511 Norwood
Parcel # 52-25-28-326-004	23844 Republic
Parcel # 52-25-30-334-021	23461 Sussex
Parcel # 52-25-31-276-018	21800 Kipling
Parcel # 52-25-29-352-026	13310 Woodvale
Parcel # 52-25-19-478-026	25115 Coolidge
Parcel # 52-25-29-376-014	23000 Eastwood
Parcel # 52-25-28-102-026	8646 Kenberton
Parcel # 52-25-30-352-016	23161 Avon
Parcel # 52-25-29-183-001	12745 Northfield
Parcel # 52-25-31-201-018	22171 Kenosha
Parcel # 52-25-31-278-020	21620 Westhampton

It is the opinion of the City of Oak Park Utility Billing Division that the following parcels be removed from the Special Assessment Roll # 716 Unpaid Utility Invoice.

Parcel # 52-25-30-331-016	14440 Rosemary
Parcel # 52-25-30-151-009	15201 Kenton
Parcel # 52-25-19-253-001	14301 Hart
Parcel # 52-25-29-451-008	23210 Scotia
Parcel # 52-25-29-452-030	23081 Rensselaer
Parcel # 52-25-29-177-031	12920 Northfield
Parcel # 52-25-31-403-039	14010 Cloverdale
Parcel # 52-25-31-204-009	22120 Cloverlawn
Parcel # 52-25-30-127-039	15000 Dartmouth
Parcel # 52-25-30-333-027	23435 Marlow

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall – 14000 Oak Park Blvd, Oak Park, MI 48237



CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Gina Perry
23435 Marlow
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Gina Perry:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 winter tax roll for property at 23435 Marlow parcel # 52-25-30-333-027.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the November 4, 2024, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Jason Deneau
14301 Hart
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Jason Deneau:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 winter tax roll for property at 14301 Hart parcel # 52-25-19-253-001.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the November 4, 2024, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Alese Springer
23210 Scotia
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Alese Springer:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 winter tax roll for property at 23210 Scotia parcel # 52-25-29-451-008.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the November 4, 2024, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Irving Schuraytz
15201 Kenton
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Irving Schuraytz:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 winter tax roll for property at 15201 Kenton parcel # 52-25-30-151-009.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the November 4, 2024, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Dexter Homes LLC
22120 Cloverlawn
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Dexter Homes LLC:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 winter tax roll for property at 22120 Cloverlawn # 52-25-31-204-009.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the November 4, 2024, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

David Gardner
15000 Dartmouth
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear David Gardner:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 winter tax roll for property at 15000 Dartmouth parcel # 52-25-30-127-039.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the November 4, 2024, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Sara Costigan
23081 Rensselaer
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Sara Costigan:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 winter tax roll for property at 23081 Rensselaer parcel # 52-25-29-452-030.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the November 4, 2024, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Ashley Brogdon
14010 Cloverdale
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Ashley Brogdon:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 winter tax roll for property at 14010 Cloverdale parcel # 52-25-31-403-039.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the November 4, 2024, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Christopher Brown
12920 Northfield Blvd
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Christopher Brown:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 winter tax roll for property at 12920 Northfield parcel # 52-25-29-177-031.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the November 4, 2024, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
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Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Taia Hobbs
14440 Rosemary
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Taia Hobbs:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 winter tax roll for property at 14440 Rosemary parcel # 52-25-30-331-016.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the November 4, 2024, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
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Council Members
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City Manager
Erik Tungate

October 11, 2024

Tmesha Young
21620 Westhampton
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Tmesha Young:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 7, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, “Possible leak undetected. Request made to inspect. Modifications, replacement were made to upgrade toilet, and exterior house bib”.

Upon further review of the property at 21620 Westhampton, parcel # 52-25-31-278-020 has an unpaid utility invoice for the tax roll amount of \$1,144.66 on October 11, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. Please contact Utility Billing to schedule an appointment for a re-read and check for leaks at 248-691-7470.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 4, 2024, City Council Meeting. You have till November 4, 2024, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 13, 2024.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
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Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Shawn Jones
12745 Northfield
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Shawn Jones:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 7, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, “I was assessed, and my taxes went from \$2,700 to \$8000 causing house note to increase. Can I pay \$400 every two weeks for the next two months. I’m just strapped for funds I was on MLOA from work”.

Upon further review of the property at 12745 Northfield, parcel # 52-25-29-183-001 has an unpaid utility invoice for the tax roll amount of \$446.23 on October 11, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 4, 2024, City Council Meeting. You have till November 4, 2024, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 13, 2024.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Simon & Renee Kresch
Davis Financial
30400 Telegraph Rd Ste 115
Bingham Farms, MI 48025

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Simon & Renee Kresch:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 7, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, "Payment plan – working on it".

Upon further review of the property at 25115 Coolidge has an unpaid utility invoice for the tax roll amount of \$413.34 on October 11, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. If you need a payment plan, please call Utility Billing on or before November 13, 2024 so we can go over your options 248-691-7470.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 4, 2024, City Council Meeting. You have till November 4, 2024, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 13, 2024.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Elva Bell
23461 Sussex
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Elva Bell:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 7, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, “Inability to pay. Request payment arrangements immediately”.

Upon further review of the property at 23461 Sussex has an unpaid utility invoice for the tax roll amount of \$24.85 on October 11, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. If you need a payment plan, please call Utility Billing on or before November 13, 2024 so we can go over your options 248-691-7470.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 4, 2024, City Council Meeting. You have till November 4, 2024, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 13, 2024.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Deborah Thomas
23511 Norwood
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Deborah Thomas:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 7, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, “I’m just really bad with numbers and didn’t realize I was only paying my monthly bill”.

Upon further review of the property at 23511 Norwood, parcel # 52-25-28-305-030 has an unpaid utility invoice for the tax roll amount of \$83.17 on October 11, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 4, 2024, City Council Meeting. You have till November 4, 2024, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 13, 2024.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Crystal Bailey
8646 Kenberton
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Crystal Bailey:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 7, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, “Always higher water storm run off than consumption”.

Upon further review of the property at 8646 Kenberton, parcel # 52-25-28-102-026 has an unpaid utility invoice for the tax roll amount of \$254.49 on October 11, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 4, 2024, City Council Meeting. You have till November 4, 2024, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 13, 2024.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Tracey Eaton
21800 Kipling St
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Tracey Eaton:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 7, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, “I work for the city and was injured in a motor vehicle accident causing me to be off without pay for 6 months. Unable to pay right now”.

Upon further review of the property at 21800 Kipling has an unpaid utility invoice for the tax roll amount of \$659.91 on October 11, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 4, 2024, City Council Meeting. You have till November 4, 2024, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 13, 2024.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Ronald Johnson
13310 Woodvale
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Ronald Johnson:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 7, 2024, Oak Park City Council Meeting.

Upon further review of the property at 13310 Woodvale, parcel # 52-25-29-352-026 has an unpaid utility invoice for the tax roll amount of \$183.25 on October 11, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 4, 2024, City Council Meeting. You have till November 4, 2024, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 13, 2024.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Simon & Renee Kresch
Dexter Homes LLC
25115 Coolidge Highway
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Simon & Renee Kresch:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 7, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, "Payment plan – working on it".

Upon further review of the property at 25115 Coolidge has an unpaid utility invoice for the tax roll amount of \$413.34 on October 11, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. If you need a payment plan, please call Utility Billing on or before November 13, 2024 so we can go over your options 248-691-7470.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 4, 2024, City Council Meeting. You have till November 4, 2024, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 13, 2024.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Kaba Youssouf
23000 Eastwood
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Kaba Youssouf:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 7, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, “Need payment plan”.

Upon further review of the property at 23000 Eastwood, parcel # 52-25-29-376-014 has an unpaid utility invoice for the tax roll amount of \$146.64 on October 11, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. If you need a payment plan, please call Utility Billing on or before November 13, 2024 so we can go over your options 248-691-7470.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 4, 2024, City Council Meeting. You have till November 4, 2024, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 13, 2024.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Ryan Parsons
23844 Republic
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Ryan Parsons:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 7, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, “I’ve been paying my water bill on a payment plan. Lost my job and its been tough. I was late in September and just tried to pay online and it wouldn’t let me”.

Upon further review of the property at 23844 Republic, parcel # 52-25-28-326-004 has an unpaid utility invoice for the tax roll amount of \$522.03 on October 11, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 4, 2024, City Council Meeting. You have till November 4, 2024, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 13, 2024.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Queen Grant
23161 Avon
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Queen Grant:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 7, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, “My name is Demario Grant I’m Queen Grants grandson. She passed away on 12/19/2023. I’m trying to catch up on all of her bills and was wondering if there is payment plan options available”.

Upon further review of the property at 23161 Avon, parcel # 52-25-30-352-016 has an unpaid utility invoice for the tax roll amount of \$90.02 on October 11, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. Payment

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 4, 2024, City Council Meeting. You have till November 4, 2024, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 13, 2024.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Camara Ellis
22171 Kenosha
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 716 Unpaid Utility Invoices

Dear Camara Ellis

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 7, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, “I was having money issues dealing with my car and fell far behind on paying my utilities. I did get a second job and I made a payment this morning and will make additional payments every paycheck to get my bill caught up”.

Upon further review of the property at 22171 Kenosha, parcel # 52-25-31-201-018 has an unpaid utility invoice for the tax roll amount of \$36.85 on October 11, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 4, 2024, City Council Meeting. You have till November 4, 2024, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 13, 2024.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Municipal Services

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

To: Erik Tungate, City Manager

Date: October 11, 2024

From: Kara Grisamer, P.E., City Engineer

Subject: SAD 718 Miscellaneous
Concrete Objections

Parcel ID#: 25-29-180-005
Address: 24090 Moritz
Property Owner: Ruth Scott (248-877-7832) and Percy Scott (248-798-5708)

Complaint- They feel they were unfairly charged for unnecessary sidewalk replacement. They claim they never received an itemized list of work for sidewalk and did not receive an invoice. Also, the neighbor's sidewalk is also in poor condition. They said that two flags of sidewalk of the four that were replaced were perfectly fine. They would like to appeal the cost for those two flags of concrete. They also felt singled out for sidewalk replacement, as they were the only property on their block that had sidewalk replacement.

Investigation – We received a complaint via phone call on 5/23/23 about this address that requested us to investigate the sidewalk there. On 6/19/23, we measured up the sidewalk at this property and found four flags in need of replacement because they did not meet the standards for public walkway accessibility. Two in the center of the property were likely backsloped because of a street tree. One was near their driveway and had a vertical lip that met the requirements of $\frac{3}{4}$ ". The fourth had a similar vertical lip, but on the south side of their property. We suspect that it is these last two flags that the property owners are claiming did not need to be replaced. However, those flags met the requirements for removal and replacement of a trip hazard of $\frac{3}{4}$ " or more.

We confirmed the following from City employees and contemporaneous notes: We mailed the sidewalk packet to the house at the end of August 2023. The sidewalk packet included the sidewalk card, the FAQ, and the financing letter. The packet included the phone number to call if they have any questions. The sidewalk was removed on 10/23/23 and replaced on 10/27/23. We do not recall any conversations with the property owners at that time.

We reviewed the email in which Engineering sent Finance the invoice list, and we reviewed the invoice list itself. We confirmed that the parcel number and the address for 24090 Moritz were on the list that was sent to Finance, and they were both correct for this property. We asked Finance to confirm that they received the list, created the invoices, and mailed them all and to 24090 Moritz specifically. We have not yet received a response, but due to the presence of this

address on the SAD list, we can infer that the proper procedures were followed. It is possible that the USPS failed to deliver both the sidewalk card package and the sidewalk invoice to this address, but it is not likely that all sidewalk correspondence except for the final notice letter was not delivered properly.

Per the Oak Park Code of Ordinances Chapter 66 – 115, the adjacent property owners are responsible for sidewalk maintenance, which removal and replacement of selected sidewalk flags qualifies for. The City notified the owners in August 2023 with the mailing of the sidewalk packet. The sidewalk card in that packet specified which sidewalk flags would be removed and included a phone number for them to call to ask questions and get answers. Additionally, no one called when the sidewalk was marked up for removal, when it was sawcut, or when it was removed and replaced. We would have been happy to complete a sidewalk reinspection anytime between August and the end of October if requested. Neither property owner took these opportunities to ask their questions of us at the time of notification or up to the time of construction.

Recommendation: Property owner should still be responsible for all unpaid charges to date.



CITY OF OAK PARK

MUNICIPAL SERVICES DEPARTMENT

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

To: Erik Tungate, City Manager

From: Daniel Fairless, Building and Ordinance Administrator

Date: October 11, 2024

Subject: Special Assessment District #719 Unpaid Property Blight Invoices

At the request of City Council, the Municipal Services Department has completed an investigation of the concerns voiced at the October 7, 2024 special assessment public hearing for unpaid invoices.

We have investigated all of the concerns and mailed letters to the property owners informing them of the results of the investigation. Attached are copies of the letters that I mailed.

Based on the results of the investigation, I recommend placing both of the two unpaid invoices back on the Special Assessment Rolls for the November 4, 2024 City Council Meeting.

This completes the investigation of the property owners who expressed concerns relating to their unpaid invoices at the October 7, 2024 public hearing.

If you need any further information, please do not hesitate to ask.

Thank you.



CITY OF OAK PARK

MUNICIPAL SERVICES DEPARTMENT

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Sundra Jackson
23121 Republic
Oak Park, MI 48237

RE: Public Hearing – Special Assessment District No. 719 for Unpaid Blight Charges

Dear Mrs. Jackson:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to your grass cutting invoice being placed on the special assessment roll at the October 7, 2024 Oak Park City Council Meeting.

The pending invoice was for grass and weeds cutting. The grass and weeds were in violation of Section 18-281 of the City of Oak Park Code of Ordinances on October 3, 2023. A notice was issued that day, the violation still existed on October 5, 2023 and the City cut the grass and weeds on October 6, 2023. The City incurred a cost from having to perform the grass and weeds cutting service.

I'm recommending to the City Council that the unpaid invoice be placed back on the special assessment district at the November 4, 2024 City Council Meeting. You have until November 4, 2024 to pay the invoice without further penalties. For your convenience, I have attached a copy of your original invoice.

Please contact me at (248) 691-7450 if you have any questions regarding this matter.

Sincerely,

Daniel Fairless
Deputy Director
Municipal Services Department



CITY OF OAK PARK
MUNICIPAL SERVICES DEPARTMENT

Mayor
Marian McClellan
Mayor Pro Tem
Carolyn Burns
Council Members
Solomon Radner
Julie Edgar
Shaun Whitehead
City Manager
Erik Tungate

October 11, 2024

Dexter Homes, LLC
22120 Cloverlawn
Oak Park, MI 48237

RE: Public Hearing - Special Assessment District No. 719 for Unpaid Charges- Blight

Dear Dexter Homes:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to your junk/construction debris removal invoice being placed on the special assessment roll at the October 7, 2024 Oak Park City Council Meeting.

The pending invoice was for junk/construction debris removal. The debris was at the location on October 6, 2023. A notice was issued that day, the violation still existed on October 9, 2023 and the City removed the debris. The City incurred a cost from having to perform the special waste removal service.

I am recommending to the City Council that the unpaid invoice be placed back on the Special Assessment District (SAD) at the November 4, 2024 City Council Meeting. You have until November 4, 2024 to pay the invoice without further penalties. For your convenience, I have attached a copy of your original invoice.

Please contact me at (248) 691-7450 if you have any questions regarding this matter.

Sincerely,

Daniel Fairless
Deputy Director
Municipal Services Department



CITY OF OAK PARK, MI STAFF REPORT

9.D

AGENDA FOR: November 4, 2024

SUBJECT: Public Works

DEPARTMENT: City Clerk

FROM:

SUMMARY:

FINANCIAL STATEMENT:

RECOMMENDED ACTION:

EXHIBITS:

None



CITY OF OAK PARK, MI STAFF REPORT

9.D.1

AGENDA FOR: November 4, 2024

SUBJECT: Approval of Change Order No. 1 for the Eight Mile Booster Station Rehabilitation Project, M-732

DEPARTMENT: Department of Public Works

FROM: Dave DeCoster, DPW Director

SUMMARY: At the February 5, 2024 regular meeting of the Oak Park City Council, the Eight Mile Booster Station Rehabilitation Project, M-732 was awarded to CSM Mechanical, of Milford, MI for a total amount of \$470,805.00. This was only a partial award as we did not have the funding to compete the entire project. Since the time of award, we have budgeted additional funding to complete the remainder of the bid items. The items in Change Order No. 1 include the removal and replacement of all the bolts and the painting and coating of the pump station. The total cost of Change Order No. 1 is \$149,685.00.

FINANCIAL STATEMENT: Funding for the additional work in Change Order No. 1 is available in the Water / Sewer fund (592-18.540-970).

RECOMMENDED ACTION: It is recommended that Change Order No. 1 for the Eight Mile Booster Station Rehabilitation Project, M-732, to CSM Mechanical, of Milford, MI be approved in the amount of \$149,685.00. Funding is available in the Water / Sewer fund (592-18.540-970) for this expenditure.

EXHIBITS:

1. CO No. 1_8 Mile Booster Pump Station

CHANGE ORDER



Project: City of Oak Park - 8 Mile Booster Pump Station Rehabilitation, M-732

Owner: City of Oak Park
14000 Oak Park Blvd.
Oak Park, MI 48237

Contractor: CSM Mechanical
1235 Holden Avenue
Milford, MI 48381
(248) 302-2078

Note:

Job Number: 0037-22-0030

Change Order Number: 1

Date: 9/9/2024

Print Date: 10/30/2024

TO THE CONTRACTOR:

You are hereby directed to comply with the changes to the contract documents. This change order reflects work completed or anticipated.

OHM Advisors
1145 Griswold Street, Suite 200
Detroit, MI 48226
(313) 481-1250

CURRENT PROJECT PLANS AND SPECIFICATIONS WILL BE ADHERED TO UNLESS SPECIFICALLY CHANGED BY THIS CHANGE ORDER DOCUMENT.

THE CONTRACT AMOUNT WILL BE CHANGED BY THE SUM OF:	\$149,685.00
Original Contract Amount:	\$470,805.00
Contract Amount Including Previous Change Orders:	\$470,805.00
Amount of this Change Order:	<u>\$149,685.00</u>
REVISED CONTRACT AMOUNT:	\$620,490.00

Accepted By

CSM Mechanical _____

Date _____

Approved By

David DeCoster - Deputy City Manager / Director of Public _____

Date _____

Prepared By

Doug Busko, PE, PMP, Construction Manager _____

Date _____

Items

Item No.	Description	Previous Authorized Quantity	Quantity Change	New Authorize d Quantity	Unit Price	Total Increase
THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT						
Division: A						
Additional Items to the Contract:						
3	Facility painting, including surface preparation	0.00 LSUM	1.00	1.00	\$96,388.00	\$96,388.00
4	Bolt Replacement - 20 bolts for 24" Flange	0.00 Ea	18.00	18.00	\$1,236.00	\$22,248.00
5	Bolt Replacement - 20 bolts for 20" Flange	0.00 Ea	5.00	5.00	\$1,088.00	\$5,440.00
6	Bolt Replacement - 20 extended 11" bolts for 20" Flange	0.00 Ea	1.00	1.00	\$1,798.00	\$1,798.00
7	Bolt Replacement - 16 bolts for 18" Flange	0.00 Ea	8.00	8.00	\$963.75	\$7,710.00
11	ALTERNATE/OPTION: Prep and paint stairwell and lower-level walls, ceiling, metal stairs, and metal railings. Prep and paint existing concrete pipe supports.	0.00 LSUM	1.00	1.00	\$16,101.00	\$16,101.00
SUB-TOTAL INCREASES DIVISION A:						\$149,685.00