



**MINUTES
REGULAR CITY COUNCIL MEETING
40TH CITY COUNCIL
OAK PARK, MICHIGAN
NOVEMBER 18, 2024
7:00 PM**

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

PRESENT: Mayor McClellan, Council Member Edgar, Council Member Whitehead

ABSENT: Council Member Radner

Excused: Mayor Pro Tem Carolyn Burns

OTHERS

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

4. APPROVAL OF AGENDA

Motion by Edgar, seconded by Whitehead, CARRIED, to approve the agenda as presented.

Voice Vote: Yes: McClellan, Edgar, Whitehead
 No: None
 Absent: Radner, Burns

5. CONSENT AGENDA

Motion by Whitehead, seconded by Edgar, CARRIED, to approve the consent agenda consisting of the following items:

Voice Vote: Yes: McClellan, Edgar, Whitehead
 No: None
 Absent: Burns, Radner

- A. Regular City Council Meeting Minutes for October 21, 2024
CM-11-332-2024
- B. Special City Council Meeting Minutes for October 21, 2024
CM-11-333-2024
- C. Regular City Council Meeting Minutes for November 4, 2024
CM-11-334-2024

- D. Payment of invoices from OHM Advisors for Engineering Consulting Services for the total amount of \$5,120.50

CM-11-335-2024

- E. New & Renewal Licenses submitted for November 18, 2024

CM-11-336-2024

6. RECOGNITION OF VISITING ELECTED OFFICIALS

There were no elected officials present who wished to speak.

7. SPECIAL RECOGNITION/PRESENTATIONS

- A. Oakland County Parks - Shepherd Park

Representatives from Oakland County Parks presented a design update for Phase 1 of the Oak Park Woods in Shepherd Park project. Oakland County will be investing over 6 million dollars on upgrades to the park. There was consensus among the council to eliminate the fireplace feature due to monitoring and liability concerns. Construction on the project is planned to begin spring of 2025 with the completion of Phase 1 by November or December 2025.

- B. 3rd Quarter 2024 Strategic Plan Update

Deputy City Manager VanVleck presented the 3rd Quarter Strategic Plan, a copy of which is on file with the City Clerk.

- C. Special Recognition for Deputy City Manager Crystal VanVleck

Deputy City Manager Crystal VanVleck was honored as she is leaving Oak Park to be the new City Manager for the City of Berkley, MI.

8. PUBLIC HEARINGS

- A. Public Hearing for allocation of 2025 CDBG Funds

Mayor McClellan opened the Public Hearing to receive comments on the proposed allocation of CDBG funds at 8:05 p.m. and it was immediately closed as there were no members of the audience who wished to speak.

- B. Resolution approving the 2025 Community Development Block Grant Allocations
CM-11-337-2024

Motion by Whitehead, seconded by Edgar, CARRIED, to approve the following resolution approving the 2025 Community Development Block Grant Allocations and to authorize the Mayor to sign the application and Sub-recipient Agreement on behalf of the City:

RESOLUTION APPROVING THE 2025 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

WHEREAS, Oakland County is preparing an Annual Action Plan to meet application requirements for the Community Development Block Grant (CDBG) program, and other Community Planning and Development (CPD) programs; and

WHEREAS, Oakland County has requested CDBG eligible projects from participating

communities for inclusion in the Action Plan; and

WHEREAS, the City of Oak Park is a participating local unit of government in the Oakland County Community Development Block Grant Program; and

WHEREAS, the City Of Oak Park has duly advertised and conducted a public hearing on November 18, 2024 for the purposes of receiving comments regarding the proposed use of Program Year 2025 Community Development Block Grant funds in the approximate amount of \$122,359; and

WHEREAS, the public hearing conformed to the guidelines of the Oakland County Community Development Division; and

WHEREAS, The City of Oak Park found that the following projects meet the federal objectives of the CDBG program and are prioritized by the community as high priority need:

<u>Account Number</u>	<u>Project Name</u>	<u>Amount</u>
172170-730310	Code Enforcement	\$104,005.15
172160-732170	Public Service/Yard Services	\$18,353.85 (maximum 15% of total allocation)

NOW THEREFORE, BE IT RESOLVED, that the City of Oak Park CDBG application is hereby authorized to be submitted to Oakland County for inclusion in Oakland County's Annual Action Plan to the U.S. Department of Housing and Urban Development, and that the Mayor is hereby authorized to execute all documents, agreements, or contracts which result from this application to Oakland County.

Roll Call Vote: Yes: McClellan, Edgar, Whitehead
 No: None
 Absent: Radner, Burns

The Municipal Services Department recommended approving the proposed resolution with the following allocations: Code Enforcement \$104,005.15 and Public Services (Yard Services) \$18,353.85 (maximum 15% of total allocation) for a total of \$122,359.00.

9. ACCOUNTING REPORTS

- A. Approval for payment of invoices submitted by Garan, Lucow, Miller, PC for legal services in the amount of \$16,358.33
CM-11-338-2024

Motion by Whitehead, seconded by Edgar, CARRIED, to approve payment of invoices submitted by Garan, Lucow, Miller, PC for legal services in the amount of \$16,358.33.

Roll Call Vote: Yes: McClellan, Edgar, Whitehead
 No: None
 Absent: Radner, Burns

10. BIDS

- A. Request to award the professional services contract for the Construction Manager on the 2025 Event Hub Construction Project.
CM-11-339-2024

Motion by Julie Edgar, seconded by Shawn Whitehead, CARRIED, to award the professional services contract to Frank Rewold and Son, Inc. to perform Construction Manager services for the 2025 Event Hub Construction Project and includes Construction Management staffing (\$448,708.00), Construction Manager's fee (2.8%), Insurance fee (0.5%), PLM Bond fee (1.1%) subject to final approval by the City Attorney.

Roll Call Vote: Yes: McClellan, Edgar, Whitehead
 No: None
 Absent: Radner, Burns

Deputy City Manager DeCoster reviewed the proposal from Frank Rewold and Son, Inc. (FRS) to perform Construction Manager services 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. The proposal is based off the FRS Oakland County Annual Contract and includes Construction Management staffing (\$448,708.00), Construction Manager's fee (2.8%), Insurance fee (0.5%), and PLM Bond fee (1.1%). These fees are based on a total estimated cost of construction of \$9,407,055. Final fees will be based off the awarded construction costs of the project. This contract is a continuation of the work that FRS is currently performing on the Event Hub Project. We have successfully worked with the FRS team on multiple projects in the past and are very comfortable with this recommendation.

- B. Request authorization to waive the bidding process for the emergency purchase / demolition of 13200 Oak Park blvd. and award the Demolition of 13200 Oak Park Blvd. to Blue Star Demolition of Warren, MI
CM-11-340-2024

Motion by Whitehead, seconded by Edgar, CARRIED, to award the bid for the demolition of 13200 Oak Park Blvd. to Blue Star Demolition of Warren, MI., and finds that the emergency exception to sealed bidding requirements applies as a result of the Court order finding the property to be a danger to the public health and safety.

Roll Call Vote: Yes: McClellan, Edgar, Whitehead
 No: None
 Absent: Radner, Burns

Mr. DeCoster indicated the Municipal Services Department is requesting to waive the competitive bidding process for the emergency purchase / demolition of the structure at 13200 Oak Park Blvd. On July 10, 2024 the City and the property owner entered into a consent judgment for property maintenance and demolition of the structure which was to be completed no later than October 31, 2024. Part of that Consent Judgment authorizes the city to demolish the blighted structure after the agreed upon October 31, 2024 deadline. Due to the property owner's failure to comply with the Consent Judgment, the Municipal Services Department requested bids for demolition. The city received four bids, with Blue Star Demolition, of Warren, MI being the lowest qualified bidder at \$118,900.00. The Municipal Services Department recommends awarding the bid to Blue Star Demolition. The city has contracted with Blue Star Demolition in the past for similar projects with positive results.

11. CITY ATTORNEY

- A. Shifman, Fournier legal retainer increase request.
CM-11-341-2024

Motion by Whitehead, seconded by Edgar, CARRIED, to approve the request to increase the annual legal retainer for Shifman, Fournier in the amount of \$8,000 commencing on January 1, 2025 obligating an additional \$4,000 to the city for the current fiscal year and the full \$8,000 for the forthcoming fiscal year.

Roll Call Vote: Yes: McClellan, Edgar, Whitehead
 No: None
 Absent: Radner, Burns

12. CITY MANAGER

A. Municipal Services

1. Oakland County/MSU Federal Credit Union Tech Grant Presentation

Representatives from MSU Federal Credit Union and Main Street Oakland County presented Local Oak Park entrepreneur, Junae Watt of Gift Me Chocolate, a \$1,000 Main Street Connected Grant to purchase a new point-of-sale system to enhance her business operations.

2. Request to appoint Tom Novik to the Corridor Improvement Authority. CM-11-342-2024

Motion by Edgar, seconded by Whitehead, CARRIED, to appoint Tom Novik to the Corridor Improvement Authority with a term ending August 2025.

Voice Vote: Yes: McClellan, Edgar, Whitehead
 No: None
 Absent: Radner, Burns

Director of Authorities Bishop indicated that CIA Board member Kevin DeVergilio, with RealTeam Real Estate, had to resign from the CIA board. He recommended Tom Novik, who also works at RealTeam Real Estate, as his replacement. Tom is an Oak Park resident and is very involved in the community. He has volunteered with Parks & Recreation for several years and is very interested in getting more involved with the marketing and planning for our CIA district. The Mayor has given her approval as well as the rest of the CIA board.

3. Resolution to adopt a Vision Zero Policy to eliminate fatalities and serious injuries from crashes on Oak Park roads CM-11-343-2024

Motion by Whitehead, seconded by Edgar, CARRIED, to approve the following resolution adopting a Vision Zero Policy to eliminate fatalities and serious injuries from crashes on Oak Park roads:

STATE OF MICHIGAN, COUNTY OF OAKLAND, CITY OF OAK PARK

RESOLUTION TO ADOPT A VISION ZERO POLICY TO ELIMINATE FATALITIES AND SERIOUS INJURIES FROM CRASHES ON OAK PARK ROADS

At a Regular meeting of the City Council of the City of Oak Park, Oakland County, Michigan, held in the Council Chambers at 14000 Oak Park Blvd, Oak Park, MI 48237 on the 18th day of November 2024.

WHEREAS, The Southeast Oakland communities of Berkley, Ferndale, Hazel Park, Huntington Woods, Madison Heights, Oak Park and Pleasant Ridge (the "Southeast Oakland Communities") are collaborating to address road safety issues within our combined borders; and

WHEREAS, Between 2019 and 2023 there were 275 crashes which resulted in a serious injury and 41 crashes which resulted in a fatality within the Southeast Oakland Communities. The Oak Park City Council believes that one roadway death in our community is too many and seeks a data-driven approach to reduce and eliminate fatalities and serious injuries. The Oak Park City Council also recognizes that vulnerable groups, such as children, senior citizens, people of color, people with disabilities, people in low-income communities and road users outside of vehicles like pedestrians and bicyclists, face a disproportionately high risk of fatalities and serious injuries: and

WHEREAS, Vision Zero is a public health-based traffic safety strategy to reduce and eventually eliminate traffic deaths and serious injuries using a data-driven, multi-disciplinary and safe systems approach that also increases safe, healthy, and equitable mobility for all. Vision Zero strategy is a tool to unite stakeholders such as the Southeast Oakland Communities to make our roadways safer for all users; and

WHEREAS, The Southeast Oakland Communities were awarded a Safe Streets for All grant from the U.S. Department of Transportation to develop a Southeast Oakland County Joint Safety Action Plan which was developed with a broad coalition of stakeholders to identify policies, measures, and projects to improve the safety of roadways in Berkley, Oak Park, Hazel Park, Huntington Woods, Madison Heights, Ferndale and Pleasant Ridge; and

BE IT HEREBY RESOLVED, that the Oak Park City Council hereby adopts Vision Zero as a comprehensive approach to achieve a goal of zero traffic deaths and serious injuries on Oak Park roadways. Be it further resolved that the Oak Park City Council adopts a goal of eliminating traffic deaths and serious injuries on Oak Park roadways by 2045.

Voice Vote:	Yes:	McClellan, Edgar, Whitehead
	No:	None
	Absent:	Radner

City Engineer Grisamer indicated the southeast Oakland County communities of Berkley, Ferndale, Hazel Park, Huntington Woods, Madison Heights, Oak Park, and Pleasant Ridge were awarded a US Department of Transportation (USDOT) Safe Streets for All collaboration planning grant to address road safety issues within our combined borders. This grant provided an opportunity for us to seek a data-driven approach to reduce and eliminate fatalities and serious injuries by identifying and analyzing road corridors where fatal and high injury crashes commonly occur and supports the National Roadway Safety Strategy and USDOT goal of zero roadway deaths.

Vision Zero is a public health-based traffic safety strategy to reduce and eventually eliminate traffic deaths and serious injuries using a systemic, multi-disciplinary approach that increases safe, healthy, and equitable mobility for all. We have identified the high-injury network throughout the seven communities listed above and will be publishing the Action Plan to achieve Vision Zero by 2045 in our communities very soon.

The attached resolution, which will be adopted by all seven southeast Oakland County communities, will adopt the Vision Zero Policy. Oak Park will agree to enact the Vision Zero

Action Plan on the high injury network roads within our jurisdiction which will be created based upon input from the public, the committee, and consultants.

B. Finance/Assessing

1. Resolution to authorize Budget Amendment #2025-1
CM-11-344-2024

Motion by Julie Edgar, seconded by Shawn Whitehead, CARRIED, to approve a resolution authorizing Budget Amendment #2025-1, a copy of which is on file with the City Clerk.

Roll Call Vote: Yes: McClellan, Edgar, Whitehead
 No: None
 Absent: Radner, Burns

Finance Director Crawford indicated the City's annual budget was adopted on May 20, 2024 and is effective July 1st. The budget is adopted at the departmental level. In accordance with the State Budget Act, budget amendments are to be completed throughout the fiscal year to reflect the most current information available related to revenue and expenditure budgets. Budget amendments that have a positive or negative impact on fund balance or change the department total require Council approval. The proposed amendment only incorporates expenditures from fiscal year 2023-24 that were not completed at year-end and were required to be "rolled over" as the actual expense will be incurred in fiscal year 2024-25.

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

GENERAL FUND

Beginning Fund Balance July 1, 2024	\$ 5,410,274
Amended Budget as of September 30, 2024	\$ (138,523)
Net Change in Fund Balance (Amendment #2025-1)	<u>\$ (526,330)</u>
Estimated Ending Fund Balance June 30, 2025	<u>\$ 4,745,421</u>

AUTHORITIES, SPECIAL REVENUE AND CAPITAL PROJECT FUNDS

The amendment includes rollover budgets from fiscal year 2023-24 that were not spent on capital related items. The overall net of this amendment will allow completion of the projects budgeted. The result of the amendment is a net-zero impact on fund balance as the fund balance is higher than anticipated at June 30, 2024 due to the expenditures not being incurred and will be lowered in fiscal year 2024-25 when the projects are complete.

ENTERPRISE FUND

The Water and Sewer Fund includes roll over budgets from fiscal year 2023-24 that were not spent on capital related items. The overall net of these amendments will allow purchase of the capital items budgeted.

C. Department of Public Works

1. Request authorization to waive the bidding process for the emergency purchase / repair of the Department of Public Works Vector equipment.
CM-11-345-2024

Motion by Shawn Whitehead, seconded by Julie Edgar, CARRIED, to award the repair of the DPW Vactor Truck to JDC of Northvill, MI, with an additional finding that the emergency exception to sealed bidding requirements applies as a result of the timeliness and urgency of these repairs.

Roll Call Vote: Yes: McClellan, Edgar, Whitehead
 No: None
 Absent: Radner, Burns

The Public Works Department is requesting authorization to waive the competitive sealed bidding process for the emergency purchase / repair of a specialty piece of equipment commonly known as a Vactor. Earlier this year (April 2024), City Council approved the sole-source repairs of this equipment to JDC, of Northville, MI. The city was scheduled to receive the truck back from JDC in late October. Unfortunately, while in the final test runs of the equipment, the auxiliary engine cotta transmission and subsequent parts were destroyed. These parts were not in the scope of the repair project and were original to the 2001 truck mechanicals. This truck is a vital piece of equipment for our Public Works crews to safely and effectively clean sewer / jet lines, hydro-excavate, as well as assist with water main breaks. With winter approaching, I feel that time is of the essence and that these repairs need to be completed as soon as possible. The City Manger has approved (memo enclosed) the emergency purchase of these repairs, however the purchasing ordinance also requires City Council approval. The cost of these emergency repairs is \$44,935.77.

D. Elevate Oak Park

City Manager Tungate provided an update on the "Event Hub" project and indicated that construction should begin in May 2025.

E. City Clerk

1. November 5, 2024 General Election Turnout

Deputy City Clerk and Director of Elections Williams-Elliott provided turnout results from the November 5, 2024 General Election. 17,783 (65.62%) of Oak Park's registered voters cast ballots in the election. Of those who voted, 6,186 (34.8%) voted in the Precinct, 8,025 (45.1%) voted Absentee, 3,572 (20.1%) voted Early and 90 (.5%) Converted from AV to Early Voting.

13. CALL TO THE AUDIENCE

Kenneth Sherman, 23840 Jerome, expressed his gratitude for the approved demolition of the structure on Oak Park Blvd. He also spoke about his frustrations with Priority Waste as he has witnessed the trash collector collecting recycling materials into the same truck as trash.

14. CALL TO THE COUNCIL

15. ADJOURNMENT

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 8:56 PM.

T. Edwin Norris, City Clerk

